

Submitted By:

*Amber Jones*  
Amber L. Jones  
Administrator

**TOWN OF PHIPPSBURG  
SELECTMEN'S MEETING  
MINUTES  
July 31, 2019**

Approved by Selectmen:

*Ch* 9/25/19  
*W* 9/25/19

*The regular Selectmen's meeting convened at 6:00 p.m. at the Town Hall with Selectman Mixon, Selectman Young, Selectman House and Administrator Jones present.*

**I. New Business**

1. Meet with Transfer Station Supervisor, Charlie McKenney to discuss how best to manage the overgrown ceramics pile, and how best to dispose of the many propane tanks.

*Mr. McKenney reported that the propane tanks were removed, so that eliminates that issue, however, the ceramics pile is pushed back into the trees as far as possible. Mr. Doughty reported that cutting some of the trees behind the bathroom and adding fill around the area would not encroach on the setbacks. Selectman House asked Mr. McKenney if he had any other concerns, and Mr. McKenney mentioned some limbs hanging along the transfer station entrance that will need to be cut. Mr. Doughty replied that he is aware of the hanging limbs, and will have them cut soon. Mr. McKenney also asked how much of the old land fill he is required to mow. Selectman House stated that if he doesn't feel comfortable with the incline, not to mow it. Mr. Doughty asked about the pile of dirt left over from the brush pile. Selectman Young suggested mixing it along the edging along the path as we have done in the past. Administrator Jones will add this to her list of inquiries for the DEP.*

**Vote: Selectman Young made a motion to cut the trees back to make room for the ceramics pile as long as it is within the required setback, including trimming the trees along the entry way, which was seconded by Selectman House and passed by a vote of 3-0.**

2. Meet with Gary Morong and Tom Mixon to hear an update of the work being done by the genealogy group at Acre Lot Cemetery.

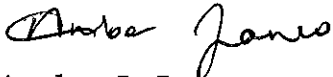
*Mr. Morong reported that the genealogy group is trying to establish a historical record of the Acre Lot Cemetery for the Town. Some members of the group have access to the cemetery at Acre Lot and want to clean it up some, but since it is on town property Mr. Morong wanted to wait until it was run by the Select Board. Mr. Mixon reported that they have discovered five stones and that there are supposed to be 25. The group intends to wait until October to clean up the brush and continue to search until they find all 25 stones, or as many as they can. The goal is to find out who is buried there, and work with the Historical Society to record the information. No trees need to be cut down though two fallen trees on top of the stones should be removed. The group will not disturb the placement of anything; the plan is to clean it up, take pictures, and document what is found, so there will be a record. The group even found the remains of a couple of old buildings there. The "Find a Grave" app, used for genealogy searches, shows the GPS coordinates of the graves, which should help in identifying them. Mr. Morong wanted to be sure that the clean-up met Select Board approval, and the Select Board responded with gratitude and approval for the work they're doing at Acre Lot Cemetery.*

3. Discuss strategies to garner interest and establish the new Comprehensive Plan Committee.


*Before the Comprehensive Plan Meeting Administrator Jones sent out a letter to all department heads to reach out to their different committees and anyone else they knew. She has had very little response so far; and only three people who are interested. Administrator Jones asked the Board if there is anything*

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*else she should be doing. Selectman House recommended she wait a few more weeks. Selectman Mixon suggested putting some information down at the Library and Center Store as well as open committee positions and a Dog Park Search Committee.*

**II. Correspondence**

1. Letter from Daniel Harrington, expressing his wish to appeal the Shellfish Committee's decision to grant him a commercial shellfish license that cannot be grandfathered next year.
2. Thank you letter from the American Red Cross of Mid Coast and Central Maine for the Town's donation of \$1,500.00.
3. Thank you letter from Elmhurst Inc. for the Town's donation of \$1,400.00
4. Thank you letter from Respite Care for the Town's donation of \$1,000.00.
5. Thank you letter from Tedford Housing for the Town's donation of \$600.00.
6. Thank you letter from the Lifelight Foundation for the Town's donation of \$600.00.
7. Letter from the U.S. Dept. of Commerce, National Oceanic and Atmospheric Administration, regarding NOAA's new Marine Mammal Health and Stranding Response Program (MMHSRP).

*Above letters are on record at Town Hall should anyone wish to read them.*

**III. Selectmen/Administrator Comments and Announcements:**

*Administrator Jones announced that people should be aware of the Seasonal Taxpayers Meeting coming up on August 14<sup>th</sup>, Wednesday night at 6 o'clock at the Fire Department. Hope to see a lot of people there.*

*Selectman House mentioned Life Jackets for Lobsterman on August 5<sup>th</sup>, 6<sup>th</sup> & 7<sup>th</sup> in the Town Hall Parking Lot. Not sure of the prices, but they are discounted. May need to have proof of your lobster license.*

*Selectman Young reminded those present and listening about the Blessing of the Fleet and Boat Parade coming up on Sunday, August 18<sup>th</sup>, at Ridley's Landing at 1:00 p.m. in the afternoon. There will be a shuttle from Callie & Bert Wells' property, over the hill to the site. The pastors will be there to do the blessings and the Legion Post will be there serving hot dogs and drinks. .*

*Selectman Mixon announced that for those inconvenienced by the closing of the Berry's Mill Road that it is now open; no more closure.*

**IV. Review and/or Sign:**

1. Payroll and Accounts Payable Warrants

**Vote: Selectman Young motioned to approve and sign the Payroll and Accounts Payable Warrants. Selectmen's House recused herself from the Payroll Warrant and seconded the Accounts Payable Warrant. Selectman Mixon seconded the Payroll Warrant. Payroll Warrant was passed by a vote of 2-0. Accounts Payable Warrant was passed by a vote of 3-0.**

2. Selectmen's Meeting Minutes for April 24<sup>th</sup> & May 1<sup>st</sup>, 2019

**Vote: Selectman Young motioned to approve the May 1<sup>st</sup> minutes above, which was seconded by Selectman Mixon and passed by a vote of 2-0. Selectman Mixon motioned to**

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*Am* 9/25/19  
*Wmt* 9/25/19

approve the April 24th minutes, recognizing he was the only Selectman in the room at that meeting, so Mr. Mixon's signature will go on the top.

*Administrator Jones will check with MMA to see if there is anything additional that needs to be done in these circumstances. Selectman Young also suggested that Gary Read come into sign these minutes as he was operating in an official capacity.*

3. Letter to MMA Health Trust regarding enrollment in Dental and Vision insurance plans.  
**Vote: Selectman Young motioned to send the MMA Heath Trust enrollment above, which is for employees and at no cost to the town, which was seconded by Selectman Mixon and passed by a vote of 3-0.**

4. Land Trust letter outlining their use of Town Facilities.

*Administrator Jones explained that when the Town started requiring proof of insurance to use town facilities to hold their meetings, the Town requested the Town be put on as additional insured which they were in agreement with as long as the Town clarified how they were using Town Facilities.*

**Vote: Selectman Young motioned to authorize the Town Administrator to sign the Land Trust letter on the Selectmen's behalf, which was seconded by Selectman House and passed by a vote of 3-0.**

5. Municipal Quit Claim Deed for David Perry (Map 041 Lot 019-13-LL-1), for tax lien years 2017 and 2018.

**Vote: Selectman Young motioned to approve and sign the Municipal Quit Claim Deed, which was seconded by Selectman House and passed by a vote of 3-0.**

**V. Public Forum:**

*Ms. Gail Wells asked if it would be possible to get a second computer/register at the Town Office front desk, because the lines can be long and transactions can be longer. She explained that she was here, and everyone was doing what they could, but if there was another register/computer it could go faster. Administrator Jones explained that when the new front desk equipment (computer and printers) arrive, they will be networked, so that we will be able to conduct a transaction from our desks, which will enable two transactions to be done at the same time. Ms. Wells also asked if the front desk hours could be extended to accommodate residents who work 9-5 and cannot get to Town Office before it closes. Selectman Young suggested that Ms. Wells talk to the Tax Collector/Treasurer, who controls when the front desk is open. These are elected positions and she sets the front desk hours. Ms. Wells suggested coming in late and staying open one or two hours later. She will speak with Ms. Wallace. The Town Hall is for everyone and Ms. Wells feels we are excluding some people to be able to register their vehicles. She realizes you can do it online, but not everyone has computers.*

**Adjournment**

**Vote: At 6:51 p.m. Selectman Young motioned to adjourn into a Personnel Policy Workshop, which was seconded by Selectman House and passed by a vote of 3-0.**