

Submitted by: TOWN OF PHIPPSBURG Approved by Selectmen:
SELECTMEN'S MEETING
John M. Young MINUTES
Administrator November 19, 2008

Meeting convened at 6:00 p.m. with Selectmen Pye, Douglass and Perkins in attendance.

I. Review and Sign:

1. Accounts payable and payroll warrants.
2. Meeting minutes.
3. Annual road equipment rental contracts.

All items reviewed and signed. Road equipment rental contracts were signed with Harry Doughty, Curtis Doughty, Edward Gray, Warren Doughty Sr., and Warren Doughty Jr. The contract with Ted Gerow has not been returned yet.

II. New Business

1. Accept the following donations
 - A. \$50.00 donation from William and Kathleen Perkins to the Goodwill Account.
 - B. \$250.00 donation from "The Popham Circle" to the Goodwill Account.
2. Appropriation of \$2,000.00 from Selectmen's Contingency to start vital statistics computer input (\$5,000.00 in account).

Administrator Young mentioned that these donations would bring the account balance to \$1,710.10. Selectmen voted (3-0) to accept the donations. Selectman Perkins mentioned that he is seeing people who need heating assistance because they haven't received their LIHEP yet. The Selectman thanked everyone who has donated to the fund.

Administrator Young explained that the prior Town Clerk did not use computers – therefore the town's vital statistics (birth, death, and marriage records) are all in manual files. The Town has purchased the TRIO Town Clerk program which is being used for all current licenses and certificates. If all of the back records were entered into the TRIO program it would cut down on research hours and be much more organized. It would also allow duplicate licenses and certificates to be completed quickly by computer vs. handwritten or typed. The funds would be used to pay for the new Deputy Town Clerk to enter back information.

Selectman Douglass asked if the \$2,000.00 would cover the entire project – Administrator Young replied that it would fund the start of the project, but it will take more funding later to complete it.

Selectmen voted (3-0) to appropriate \$2,000.00 out of the Selectmen's Contingency Account to start funding the computer input of vital statistics.

III. Correspondence

1. Transfer Station course completion certificates for Martha Smith, Russ Alexander, and Anna Varian.

Martha Smith, Russell Alexander, and Anna Varian received course completion certificates for Managing Recyclables and Reporting Requirements and Report Preparation. In addition Anna Varian passed her Transfer Station Operator exam and received her certification.

2. Suscom Price adjustment correction & Channel 6 negotiations.

Suscom had made an error on the cost of one of their services on the last mailer that went out to customers. They also are notifying the public that they are negotiating with the owners of Channel 6 to continue its broadcast.

Selectman Douglass mentioned that there have been problems with the Channel 6 broadcast and that it has been caused by the parent signal coming into New England - not Comcast.

IV. Selectmen/Administrator Comments and Announcements

1. Administrator Mike Young

Administrator Young announced upcoming meeting and events.

2. Tom Totman

Mr. Totman stated that there would be no CATV meeting in December.

V. Adjournment - Selectmen voted (3-0) to adjourn at 6:15p.m.