

**Town of Livermore
Board of Selectpersons
July 1, 2013 Meeting
Minutes**

Present: Megan Dion, *Chair*, Peter Castonguay, Mark Chretien, Rodney Newman (joined meeting at 7:00 p.m.), John Wakefield

1. The meeting was called to order at 6:00 p.m.
2. The Minutes of the June 17, 2013 meeting were accepted as presented.
3. Town Clerk Renda Libby reported this is a busy time of year for the Town Office, with summer residents arriving and registering their boats and ATVs prior to the July 4 holiday. She said two of O'Donnell's assessors have been conducting field visits and that she is expecting updated assessing figures for the affected properties the following week or week after. She said she had an inquiry as to whether the Town Office would be open on Friday, July 5, given the holiday the day prior. Jay and Livermore Falls will both be closed and staff in those offices will be charged for vacation, personal or comp time on that day. She asked if the Selectpersons would consider the same for Livermore. On a motion by Mr. Wakefield, seconded by Mrs. Dion, it was unanimously agreed to close the Town Office on Friday, July 5, with staff to use vacation, personal or comp time for that day. Mrs. Libby thanked the board and left the meeting.
4. Highway Foreman Roger Ferland said the recent rains have caused a few washouts, with the gravel roads being the worst affected. He estimated three days of repairs prior to resuming maintenance ditching on Pike Road. He also reported there is a rock pushing up in the portion of Norlands Road that is scheduled for finish paving. Contractor Bruce Manzer advised Mr. Ferland that, if the town crew could cut the pavement and remove the rock, he would take care of the surface repairs when the paving crew is working on the remainder of the road. Mr. Ferland also reported on his research into the purchase of a tar saw. He said he found one through a Fastenal affiliate, Norton Equipment, for \$2,800. The saw retails for \$3,500 and comes with two diamond blades, on-site service, a free loaner saw if needed, and removable water tank. Mr. Castonguay asked how often one is rented, plus its cost. Mr. Ferland said he didn't have a hard number, but one is rented more often than most might suspect. He also added they usually have lost hours (pickup, return and repairs) when renting a saw, which add indirectly to the cost. Mr. Wakefield asked if it is the most reasonable of the models researched. Mr. Ferland said he believes it is. On a motion by Mr. Wakefield, seconded by Mr. Chretien, it was unanimously agreed to purchase the pavement saw, as specified. Administrator Kurt Schaub said he had discussed several items relative to the summer work program that he and Mr. Ferland believe should be taken to the Road Committee. The Committee was scheduled to meet at 4:00 p.m. on Friday, July 12.
5. Mr. Schaub presented his Treasurer and Administrator reports, noting that the June 30 financial results will change as final invoices for fiscal 2013 trickle in. He said that two accounts payable warrants, one for current year and another for prior year, can be expected for the next meeting or two. He also reviewed Excise Tax collections, noting that they were ahead of budget for the year, but not quite at the same level as fiscal 2012 (\$600 less). Mr. Schaub asked if the Selectpersons were ready to take action on the draft Financial Procedures policy or if they had any questions. Mrs. Dion asked why Mr. Schaub had not appointed a Deputy Treasurer. Mr. Schaub said he did not see the need for one and that he is reluctant to add titles to individuals as they generally expect to be paid more when that occurs. She also asked about investment authority. Mr. Schaub said that management of the investments is assigned to the Treasurer under the policy but that selection of the investment products and opening of accounts remains the responsibility of the Board of Selectpersons. In Livermore, he said, there are very few investments beyond the Androscoggin Bank arrangement. Those investments were established many years ago and there has been no compelling reason to change. As for the bank program, he said Androscoggin was selected several years ago following an evaluation of other financial institutions, taking into account

convenience, rates and fees. The town presently pays no fees for any of its accounts and interest is paid on all but the first \$10,000 in the primary checking account. He said he's looking into the possibility of using CDs for some of the trust funds, as the interest is better and he doesn't anticipate needing access to the funds. It was agreed to consider the policy for adoption at the July 15 meeting. Mr. Schaub also discussed the latest on Municipal Revenue Sharing, given the Legislature's override of the Governor's state budget veto. He said Livermore will lose about \$50,000 in fiscal 2014. With the cushion from the Memorial Forest settlement and other reductions, he anticipates a negligible impact on the town's tax rate. He also gave an update on the anticipated tree thinning at the Pines boat launch. He said he'd met with Sappi's John Starrett and is expecting a proposal for July 15. He asked if this project is headed in an acceptable direction, given the number of involved parties. It was generally agreed that it is. He also brought up an oversight in Fire Department stipends. He said the Chief and Assistant Chief were budgeted for two percent increases, which was omitted on the schedule he presented on June 17. On a motion by Mr. Castonguay, seconded by Mr. Wakefield, it was unanimously agreed to increase those stipends by two percent. He also provided an update on employee health and wellness programs via the Maine Municipal Employees Health Trust, vandalism to the portable toilet at Brettuns Beach, a required update to the new Floodplain Management Ordinance (can be taken care of at 2014 Town Meeting), Transfer Station Shredding Day (July 13), and the annual Pollard Scholarship.

6. Mrs. Dion provided an update on the street light reduction program. She said the Central Maine Power can't move the light from the corner of Turkey Lane and Boothby Road to the pole on Boothby Road that is closest to Route 4 as that pole is too busy and it would become overloaded. Instead, a light will be maintained in front of Long Green Variety.

7. Resident Dwight Hines said he had reviewed the Chamber of Commerce Area Guide and noted that it contains very little information on RSU 73 and, in particular, the highly acclaimed robotics program. Mr. Schaub said he sits on the Economic Development Committee which produces the guide, noting that it is geared primarily for tourism. He said he would suggest including information about the program in next year's publication.

8. Mrs. Dion said she has heard from residents that the Town Office should have a time clock and that she would like to see one installed. She said it would be helpful so the office staff would be properly compensated for times when they come in early to assist residents who can't make it in during regular business hours. Mr. Castonguay said he would also like to see one put in as it would provide greater accountability. Mr. Wakefield asked about the cost. Mr. Schaub said one was recently purchased for the Highway Department (replacement) and it cost in the vicinity of \$250 to \$300. Mr. Newman suggested installing one at each work location. It was agreed to discuss the matter further.

9. Resident Tim Smith asked about the progress of getting trees cut at Lakeside Cemetery. He said he thought a plan had been put together but has not heard from Cemetery Committee Chair Tim Cox and that the Cemetery Committee had not met in several months. Mr. Schaub said he had been surprised one day when a local logger came in with a bid to cut some of the large pine trees. He said that, to be fair, if a project of that magnitude is going to be done, that it needs to be defined and a formal bid solicitation process followed that includes the town's requirements for contractors, such as insurance. He agreed to provide Mr. Smith with Mr. Cox's new phone number so they can connect.

10. Mrs. Dion said she appreciates seeing members of the public attending meetings.

11. The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Kurt E. Schaub