

**Town of Livermore
Board of Selectpersons
July 15, 2013 Meeting
Minutes**

Present: Megan Dion, *Chair*, Peter Castonguay, Mark Chretien, John Wakefield

1. The meeting was called to order at 6:00 p.m.
2. The Minutes of the July 1, 2013 meeting were accepted as presented.
3. Town Clerk Renda Guild reported that things are going well. She received some training on accounts payable from Treasurer Kurt Schaub. She said there is a lot to learn. Mr. Schaub agreed, noting that the system is not on a par with programs like Quickbooks, given its integration with the variety of modules used by the town.
4. Highway Foreman Roger Ferland said the crew is now about two weeks behind in its construction goals given the repairs required by the recent heavy rains. The primary storm that caused damage came during the early evening of July 3 and dumped between four and five inches of water within a 30 minute period, mainly in the south end of town. The more major washouts occurred on South Road, South Turkey Lane, Dixon Road, Butterhill Road and Hyde Road, and to a lesser extent on Israelson Road. He said we are receiving repair assistance, in the form of a grader and operator, from the Town of Jay in exchange for trucking. The trade agreement is part of the Interlocal Mutual Aid agreement among area towns. He also reported on the Road Committee meeting that was held the prior Friday afternoon. On reviewing the Highway Capital Improvement budget, that committee is recommending that the town add Israelson Road to its summer paving program, at an estimated cost of \$39,995. He said the road has been ready for paving for a number of years, but has required repairs each year since reconstruction due to the present gravel surface and slope. On a motion by Mr. Castonguay, seconded by Mr. Wakefield, it was unanimously agreed to add Israelson Road to the summer paving program. Mr. Ferland said the Road Committee also discussed the conversion of several roads from a very poor pavement surface back to gravel. Those roads are Bowles, Hahn and the easterly end of Strickland Ferry Road. The Committee agreed to seek bids for the following scope of work: Remove the rocks that have worked their way up and through the existing surface (to be marked by the Highway Department), crush in place any existing pavement (either with a bulldozer or excavator), and top the roads with a foot of new 4-inch minus gravel (from R.S. Pidacks) and reclaim. He said it is uncertain at this time whether any, some or all of these projects can be accomplished within the budget available, and that decision will be based on the results of the bid process. On the equipment front, he said the F-550 dump body replacement needs to get done, and will cost a total of about \$3,000 at Howie's Welding. He said the 2008 GMC is showing signs of fuel system problems which some have suggested are within the fuel line itself. It was also suggested the problem could be related to the fuel pump, or even the truck's batteries. Mr. Ferland said he'd like to have it looked at by Murray's in Turner, which recently replaced the starter and performed other repairs on the 2007 International, treating the town very well in the process. It was agreed to use Murray's to look for a solution.
5. Mr. Schaub presented his Treasurer and Administrator reports. He also discussed the proposed Municipal Financial Procedures Policy, and whether there were any questions on it prior to considering it for adoption. On a motion by Mr. Castonguay, seconded by Mr. Wakefield, it was unanimously agreed to adopt the policy. Mr. Schaub also reported on the status of the Pines boat launch tree thinning project, and that Sappi's John Starrett has altered his thinking on it after calculating the amount of harvestable wood and the costs of conducting the harvest. Mr. Starrett estimated the harvest cost would be heavy as the pines area, south of the driveway, is a "landscape job", as opposed to a true harvest, and that the area north of the driveway would only yield about 100 cords of hardwood pulp. In addition, the project is within the Shoreland Zone, and would require the creation of both a landing and temporary access to Route 4, to minimize damage to the driveway by equipment. Further, it might be difficult to obtain a

qualified logger as Inland Fisheries and Wildlife requires that the job be done when the ground is frozen, which is a time when loggers are busy on much larger and more profitable projects. Lastly, he informed Mr. Schaub that the job would require daily monitoring by the consulting forester, which he could not commit to and would likely get expensive. Given all these factors, Mr. Starrett said he was no longer interested in the job. Mrs. Dion said the job may well cost the town money instead of it being a break-even proposition, which is what was hoped for, and Mr. Castonguay agreed. On a motion by Mr. Wakefield, seconded by Mrs. Dion, it was unanimously agreed to table further action on the Pines Boat Launch tree thinning project. Mr. Schaub also announced that the availability of the annual Pollard Scholarship has been announced and that he has made arrangements for the applications to be reviewed and the award granted during the July 29 meeting. The Boston Post Cane will also be presented during that meeting. Mr. Schaub discussed recent complaints of fireworks being launched from Brettuns Beach and the town's Recreation Fields, noting that he has been in touch with the Androscoggin County Sheriff's Department and that they will keep a closer eye on those sites. He also reported that Selectpersons Rodney Newman had approached him about disclosing his business relationship with the town, to be certain it is out in the open. Mr. Schaub said the town conducted a bid process approximately 5 years prior and has purchased oil from Newman's Discount Fuel ever since. He said he compares prices periodically against other dealers and has found the town has benefitted from the relationship. He said the town could continue the relationship, or opt to re-bid. It was generally agreed to continue the relationship, as disclosed. Mr. Schaub also provided updates on the town's Property and Casualty Insurance (premium increase due to additional property coverage), the pending mold cleanup and repair project at the Town Office, his research into an incentive program for employee wellness, assessing progress and the state's Report of Assessment Review. Lastly, he provided a letter from Farmington Town Manager Dick Davis concerning a fundraising effort for the town of Lac-Megantic, Quebec, in the wake of its recent disaster. Mrs. Dion asked about progress on the town's website. Mr. Schaub said it is up and running (www.livermoremaine.org) with limited information, and that he is adding to it as time permits.

6. Resident Richard Parker said he would like to see a committee created to oversee the care of the Memorial Forest. He said most residents don't know it exists, let alone where it is. He said he had heard rumors the town would like to sell the forest, or that it might be clear cut. He said the forest is a very attractive piece of prime forest, with no ledges or swamps. Following World War II, the town, through Rockwood Berry, obtained funding to plant trees on the property, which was done as a community project. He said he believes the town has about 200 acres there and he would like to see it cared for. On a motion by Mr. Wakefield, seconded by Mrs. Dion, it was unanimously agreed to establish the Memorial Forest Committee, the purpose of which is to oversee and manage the Memorial Forest.

7. Mrs. Dion reported that Mr. Chretien had found a time clock on the Staples website for \$239. Mr. Wakefield asked about the purpose of installing additional time clocks. Mr. Castonguay said they would be used to provide accountability for all employees, to log when everyone is in and out. Mrs. Dion said they could be paid for with the savings from the actual wages paid out of the Office Administration account. Mr. Schaub advised that might be a stretch, as that account is budgeted strictly for wages. He then described his method of calculating hours for payroll. He said that several years ago, the town had an employee who would routinely punch in early in order to collect a small block of overtime nearly every working day, despite that it was beyond the work hours established for that department and there was no need for additional working hours. He said that, as Treasurer, he wanted to be certain that the town would not suddenly be obligated to pay overtime when employees happen to be at the workplace beyond normal operating hours for their department. On a motion by Mr. Castonguay, seconded by Mr. Chretien, it was unanimously agreed to purchase time clocks for the Town Office and Transfer Station.

8. Resident Dwight Hines encouraged the Board of Selectpersons to consider establishing a Board of Assessment Review. Mr. Schaub said those boards exist mainly in much larger communities, that smaller towns generally follow the practice of sending tax abatement appeals to their county commissioners. He also said he has found that many fire departments fail to keep current in filing reports and that he was happy to see that isn't a problem in Livermore. He added, too, that he believes he's had a problem with

someone stalking him. He was advised to contact the Androscoggin County Sheriff's Department with such complaints, in order to get them on a public record as they are Livermore's law enforcement agency. Mr. Schaub added that the Sheriff's Department is responsible only for enforcing the laws of the state – not local ordinances, which is why Livermore's ordinances are primarily land-use based.

9. The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Kurt E. Schaub