

Town of Livermore

Board of Selectpersons

September 22, 2014

MINUTES

Present: Tim Kachnovich, Mark Chretien, Rod Newman. Megan Dion arrived at 6:05

1. Call to Order and Pledge of Allegiance

The meeting was called to order at 6:04.

2. Approval of the minutes of September 8, 2014, meeting

Motion was made by Rod Newman to accept the minutes as written; second by Tim Kachnovich. Vote: unanimous

3. Reports
 - a. Highway Foreman

Roger was absent.

- b. Treasurer Report

- Warrant information and revenue information was presented by Amy Byron.
- Amy attended a budget training TRIO last week presented by Harris Computer. The training will enable her to more thoroughly use modules of TRIO that have not been utilized: budget planning module, accounts payable system functions, payroll system for tracking employee vacation and sick time vs. hand counts.
- Tax revenue is coming in from the liens that have been filed.
- 33 of the 2013 liens have been discharged.
- 2014 liens are in process. We have established system for discharging liens once each month versus doing them one time per year.
- A prenote file for direct deposit will be run tomorrow. This is a device that is used to assure that all deposits are going to the proper accounts at the correct banks. Direct deposit will start next payroll.

- c. AndroPay presentation

- i. Carrie and Amy demonstrated the new AndroPay feature on the Town's website for making online tax payments. This feature is available for property tax and personal property tax payments.

- d. Administrative Report

- Carrie is working on updates to the Town Website. We have added the AndroPay link, changes some of the pictures, are the Selectperson minutes are posted.
 - Carrie is working on an industry listing of all town businesses that will be posted on the site. If you have a business and want to be included, please let her know. This is a great resource for anyone looking for a service.
- Board members were reminded that staff would be attending the MMA conference next week: Renda and Jean will be attending on Wednesday and Carrie and Amy will be attending on Thursday (October 1 and 2).
- We are fine tuning some options for Town Office hours for a community survey. Carrie will be creating a SurveyMonkey and posting a link to the Website for people who want to provide input via that means. Surveys will be available at

the Town Office starting this week. Surveys will be collected through election day.

- Carrie is starting to shop insurances.
- There will be a DMV class on Registration of large trucks on November 20, 2014 from 9:00 am to 1:00 pm. Carrie asked for permission to close the Office that date so all may attend and be able to provide this service for our residents.

A motion was made by Megan Dion to close the Town Office on Thursday, November 20, 2014, so office staff may attend training on big truck registration; second by Tim Kachnovich. Vote: unanimous.

4. Old business
 - a. Treasurer Hours

Work remaining: discharge of 2014 liens, Prenote for direct deposit and getting ready for the auditor. Amy will be in for Renda on Wednesday, Thursday and Friday this week and it is hoped that she will be able to work on these items.

- b. Cement Pad for Transfer Station

The board reviewed the specifications and bid proposal for the old cement pad that was built and installed after the fire at the transfer station. Funds for this are in the Transfer Station Capital Improvement budget line.

A motion was made by Rod Newman put to put the cement pad for the new compactor at the Transfer Station out to bid with the amendment that the Town provide the ¼” steel plate. Bids to be due at the Town Office by 6:00 pm, October 6, 2014; second by Megan Dion. Vote: unanimous.

5. New business

A motion was made by Megan Dion to move items 5.a through 5.d as a block; second by Rod Newman. Vote: unanimous.

- a. Ferland Abatement – abatement of \$20,727 for removal of a mobile home already assessed
 - b. Perkins Abatement – abatement of \$10,000 for homestead exemption
 - c. Robbins Abatement – abatement of \$4,000 for correction in homestead exemption
 - d. Barclay Abatement – abatement of \$10,000 for homestead exemption as life tenancy

A motion was made by Rod Newman to approve the block; second by Tim Kachnovich. Vote: unanimous.

6. Other
 - a. Dwight Hines – Resource Presentation

Mr. Hines had no resources to present.

7. Public Comment

There was no public comment.

8. Adjourn

A motion was made by Megan Dion to adjourn at 6:27 pm; second by Tim Kachnovich. Vote: unanimous.