

Town of Livermore

Board of Selectpersons

March 23, 2015

MINUTES

Members present: Rod Newman, Mark Chretien, Tim Kachnovich, Megan Dion. Peter Castonguay arrived at 6:29 pm.

1. Call to Order and Pledge of Allegiance

The meeting was called to order at 6:00 pm.

2. Approval of the minutes of March 9, 2015, meeting

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

3. Reports

- a. Highway Foreman

- Roger presented a quotation for a hot box from HP Fairfield for \$6,750. He had put it in his budget for FY2016 at \$18,000.00. Another municipality purchased this equipment but it was not what they were looking for. There was only one load of reclaim put in the unit. Roger would like to go see it tomorrow.

A motion was made by Rod Newman to allocate \$6700 for the purchase of the hot box, second Mark Chretien. Vote: unanimous.

- The F550's do reinforce the frames on the back of the wing side. If we do not go with a longer wheelbase we will lose 2 feet of bed. You can get a longer bed, but it changes the whole set-up of the truck and will affect price.
 - International TerraStar – Sydney and Biddeford have these trucks. You can put the Cummings motor in them with the Allison transmission. The places Roger has spoken with have not had problems with the wiring harnesses. The town may be able to re-use the head gear saving \$17,000-21,000.
- Roger is now using fluid film for corrosion protection. Roger will continue to research.
- The loader purchase that was discussed at the last meeting was discussed. The highway crew would like to propose that a replacement for the JCB be considered. The backhoe that would be proposed would have a sweeper attachment, thumb for digging out culverts, and other implements that will make it useable. The highway crew felt that this was a better option as there is no longer a possibility for rental of street sweepers and it would reduce excavator rental time if it were large enough. They feel that this is a universal piece of equipment that will be more and better utilized than a front end loader
 - It will be a hard sell to the public because of the JCB. Tim Kachnovich questioned the reliability of the JCB in terms of future inspections.
 - The board needs to be prepared with information for presentations at Town Meeting
 - Roger will look at contracting out the more difficult work that requires an excavator
- Carrie will advertise the CASE backhoe for bid. Bids will be due prior to the next meeting.

b. Treasurer Report

- Excise for March is down slightly from last year but it is anticipated being slightly ahead at year end
- Amy updated the Facebook page with a reminder that second half of taxes is due
- There are only two accounts within the 30 day redemption period
- February account reconciliation is waiting on an answer from auditor
- The town now has a registry of deeds account. This account enables the town to print 500 free copies per year.

c. Administrative Report

- A homeland security grant has been submitted for the purchase of PPE for the highway department. The grant is for \$2700.
- Carrie is going to submit a grant for an eyewash station and another set of turn out gear for the fire department.

4. Old business

5. New business

a. Transfer Station tagging/receipt system

The cash receipt system has been on the management letter from the auditor for a few years. It is recommended that a system be in place with better internal controls. Amy polled other towns and they all have different systems. Rod Newman would like there to be no money at the Transfer Station. Carrie and Amy will devise a system for receipting.

A motion was made by Mark Chretien to implement a three part numbered receipting system that says Livermore Transfer Station; second by Peter Castonguay. Vote: unanimous.

b. Due date for Town Report Information

- All information for the Town Report will be due by the close of business on April 24, 2015.

c. Establish date for public hearing on discontinuance of winter maintenance on private roads

- The private roads: Wyman, Brewster, and Bryant are proposed for discontinuance of winter maintenance. A hearing will be held at 6 pm before the board meeting on April 6, 2015. The regular meeting will start after the public hearing.
- Carrie to get notice to paper ASAP.

d. Disaster Recovery Policy

- This is the last piece for eligibility to apply for the free cyber liability insurance policy from MMA.

A motion was made by Rod Newman to approve the Disaster Recovery Policy as presented; second by Tim Kachnovich. Vote: unanimous.

- Now that all the policies have been approved, Carrie will call Expenet to have him come in and activate the password procedure for cash receipting.

e. April 20 meeting – alternate date

April 20 is Patriot's Day and the office is closed. The meeting will be held on Tuesday, April 21, 2015.

6. Other

7.

Rod Newman questioned the auditor's report indicating there are continuing issues with cash receipting. There was discussion on the process. Office hours were changed to allow employees to cash-up and do reports. Rod Newman asserted that it is not acceptable because the board is responsible for the oversight of the Clerk's office.

8. Public Comment

- Mr. Hines provided public comment.

9. Adjourn

A motion was made by Rod Newman to adjourn at 7:22 pm; second by Peter Castonguay. Vote: unanimous.