

**Town of Livermore**  
**Board of Selectpersons**  
July 26, 2016

**MEETING MINUTES**

**PRESENT:** Tom Gould, Wayne Timberlake, Megan Dion, and Tim Kachnovich (Absent: Mark Chretien)

Call to Order and Pledge of Allegiance

1. Approval of the minutes of July 12, 2016 meeting
  - a. Megan Dion asked for a discussion on a motion left on the table at the July 12, 2016 meeting. If a motion was made and seconded, it must be voted on. As a matter of procedure, we need to clean it up and amend the minutes to reflect a proper vote. She also asked Amy to record motions and votes on motions and label them as such instead of using numbers. Resident Dwight Hines asked for a correction in the Public Comment Section, Item 7e. Clarification: The court case is not pending. It may be going to Federal Court. A motion to approve the minutes as corrected, was made by Megan Dion; Second by Tim Kachnovich. Vote: unanimous.
  
2. ATV Club
  - a. Rene Grondin & Paul L'Italien asked the Select Board for road access on Hathaway Hill. The ATV trail closed on Hathaway Hill Rd. due to a landowner issue. They are working with other landowners and need to ask for access for 8/10 of a mile to where tar ends. They will be installing signs and asked the Board to determine an appropriate speed limit. Tim thinks it is 10 MPH and the sign should state, "Keep to right". This is the last hurdles – there are no other hoops to jump through. Rene has consulted with Bob Dalot of Jay for procedures. The trail has been GPS'ed. A motion to grant road access was made by Tim Kachnovich; Second by Megan Dion. Vote: unanimous
  
3. Reports
  - a. Town Clerk Report – Renda Guild
    - i. Renda stated it continues to be busy in the office. In addition to regular duties, she has been working with our Assessor to get new valuations, new accounts, new splits, and new personal property into the books. The Town will see an increase in values. Quite a few Building Permits have been issued.
  - b. Highway Foreman Report – Ben Campbell

The broken pintle hook has been replaced. They also worked on the Glad Hands as they had pressure fittings which are incorrect. Ditching has been completed on Hathaway Hill Rd. Rip Rap may need to be added. The water flow will be monitored. The Department has been busy with patching and they have also handled a number of blow downs with the recent high winds. The Department was made aware of a plugged culvert on Maple Lane. Upon inspection, it was determined to have been intentionally plugged by a farming operation to allow for irrigation of the fields. The water level was high and Ben was concerned it could damage the road. The Department removed the "plug" and the issue was referred to DEP.

- c. Treasurer Report – Amy Byron
  - i. Amy reported it has been busy in the office. We have registered many new vehicles and Excise Tax collected for the month of July is \$34,253.78. We are well on our way to exceeding projected excise tax revenue. Fiscal Year 2017 Revenue and Expense Budgets are in TRIO. Amy will be working with Paul on Friday, August 5 on Commitment. Amy will also be working with Androscoggin Bank on an e-deposit upgrade. Thirty day notices will be going out next week.
- d. Administrative Report – Amy Byron
  - i. Amy reported that it has been busy in the office. It is sometimes a challenge to balance the demands – especially when someone is out. The Pollard Scholarship Applications are available and are due back in the office by 6 PM, Monday August 8. The RFPs for Roadside Mowing and the River Road project are advertised and bids are due back in the office by 6 PM, Monday August 8. The ad for an Office Temp was re-run. Juanita and Mark attended a meeting at Oxford County Recycling last week. During that meeting, it was voted to dissolve the organization. Dissolution is expected to take approximately one year. Hannaford Pharmacy contacted the office this past week to see if there was any interest in a flu shot clinic for employees. Amy will be contacting employees to see if there is sufficient interest.

#### 4. Old business

- a. Roads/Easements – Tom Gould
  - i. Tom asked the Select Board if they had a chance to review the draft letter and if they had any suggestions. Wayne’s opinion is that we should do whatever we can to make this situation right. He went on to say that the intent was present when the easements were drawn up. Tom reminded the Board that the 1989 vote was not specific according to MMA lawyers. Tom thinks it will take another Town vote after we have gone through the easement process – if that is what the landowners decide to do. The Town’s first step is this letter or some form of it as the affected residents need to be made aware that the Town cannot maintain these roads. Resident Brenda Merrill distributed notes in regard to the process undertaken back in 1989. Brenda asked if the same easement format should be used and the answer is no. Tom does not have a recommended easement format. MMA, John Johnson (Jay), and Rhonda Irish (Wilton) are good contacts and may have some wisdom to share. Tom believes we are on the right track and need to keep moving forward. Brenda asked if the Board would like to see a legal copy before it is circulated. The answer was yes and any proposed easement will require a review by MMA and the Town Attorney. Interim Highway Foreman Ben Campbell asked about road standards. He feels we need clearer standards in regard to turn arounds, width, and condition. Amy reminded the Board that the Highway Foreman should perform a road inspection in the Fall before plowing it. She also reminded the Board that the Brettun’s Pond Association is \*NOT\* a Road Association. They are strictly involved in maintaining water quality on the pond. Resident Ben Guild asked if there has been a determination on the status of Keith St. Tom assured him that research has been done, but there is more to do. This will involve a trip to the Registry. It was determined there were minor corrections of spelling and grammar before it can be sent out. Tom Gould made the motion that the letter be sent; Second by Wayne Timberlake. Vote: unanimous

- b. Personnel Policy – Tom Gould
  - i. Tom wanted the Board’s opinion regarding Political Activity at the Transfer Station, mainly should it be allowed permitting there is no obstruction of traffic or disruption of business. Tim suggested it should be up to the supervisor of the department (in this case, Juanita) to determine case by case. Amy will revise the policy and have Juanita review it before it is published.
  - ii. Tom suggested we may want to review why Town CDL employees are in the random test pool while others are not.. There is no cost to the Town to add anyone to the random pool – only if they are drawn for testing. Tom feels it could reduce the Town’s liability should there be an incident. The City of Bangor maintains an etiquette policy for officials and employees. Resident Sherry Labbe asked about testing for the Fire Department as they operate some expensive equipment. Wayne doesn’t see the point of adding municipal officers or Fire Department. No decision was made. It will be discussed at next meeting.
5. New business
  - a. Review Volunteer Application – Budget Committee – Renda/Amy
    - i. Because we were unsure of the procedure, we asked Renda for input. The Selectmen review the application and make a recommendation. The application is simply a way to have contact information on file. The volunteer is reappointed annually. A motion was made by Megan to nominate Ruth Castonguay to the Budget Committee; Second by Tom Gould. Vote: unanimous
6. Public Comment
  - a. Dwight Hines asked about mowing. The Town does not do the Roadside Mowing as we don’t have mowing equipment or man-power.
  - b. Bruce Webster asked if the Town owns a lawn mower. Roger Ferland stated we need to be careful of the septic system behind the garage. \* Weedwacker only\*
7. Adjourn – 7:34

Upcoming Dates:

- Paul – O’Donnell & Associates - August 5, 2016
- Select Board Meetings – August 9, 2016 and August 23, 2016 - 6:30 pm @ Town Office