

**Town of Livermore**  
**Board of Selectpersons**

September 20, 2016

**MEETING MINUTES**

PRESENT: Wayne Timberlake, Tom Gould, Tim Kachnovich, Mark Chretien, Megan Dion

1. Public Hearing – USDA, Rural Development Grant – Donald Castonguay
  - a. The Fire Department has applied for a grant in the amount of \$42,000. If awarded, the Town will match 25%. The grant will help with the installation of a primal vent system, which is a system that will vent exhaust fumes out of the Fire Department bays, and keeps fumes from infiltrating the Town Office. The grant will also be used to upgrade the Fire Department bays to LED lighting.
  - b. The Fire Department has also applied for a grant for a generator. The Fire Department/Town Office are the local FEMA warming center. Donald stated the generator would be big enough to handle the entire facility and no match is required.
    - i. Tim asked if the vent system was required by OSHA. Donald stated yes, if the station has living quarters. (Livermore does not, but with the Town Office and Warming Center, it would be a good idea.)
  - c. The AFG Grant Application for a new fire truck was turned down. Donald stated that the application made it through the entire process, but was rejected during the last week of reviews. He hopes to “fine tune” the application and resubmit it.
  - d. No further questions...
2. Call to Order and Pledge of Allegiance - 6:40 PM
3. Vote – USDA, Rural Development Grant
  - a. A vote is not needed at this time. We will schedule a Special Town Meeting if the Grant is awarded.
4. Approval of the minutes of September 6, 2016 meeting
  - a. Dwight – suggested corrections: The minutes state he is developing a citizen review board. That is incorrect – he is developing a database of individuals with problems of credibility and competency.
  - b. A motion was made by Tim to approve the minutes with the above stated correction; Second by Megan. VOTE: unanimous
5. Reports
  - a. Town Clerk Report – Renda Guild
    - i. Tax Bills are out - not many problems. Some residents have started paying. Renda and Krista will be attending the Secretary of State Convention Wednesday and Thursday. Renda presented a Cemetery Lot Conveyance for signature of two Selectpersons. The office has had a lot of requests for absentee ballots. Tom asked Renda about training the Temporary Staff. She said they are all getting their feet wet with TRIO. They are doing a good job.
  - b. Highway Foreman Report – Roger Ferland

- i. The Highway Department started working with Cold Mix today and has used almost half of the 360 ton. They worked on Waters Hill Rd. and Bear Mountain Rd. Roger plans to keep some for patching. Roger has received prices from two vendors for a clutch for the 2007 International: Murray and Justin Merrill -- \$1,600 & \$2,200. Roger expressed concern that the mechanic may find other problems once in there – motor mount, seals, etc. Bruce Manzer has started work on the River Rd. The pavement has been ground and they have started hauling gravel to build up the base. The Town was able to save some money by doing the culvert work. Roger stated he has not had time to work on the gate at the Transfer Station. He has spoken with Bob Pidacks in regard to relocating the gate. Bob is in favor of moving the gate as it will allow him better access to his property. Mark authorized pulling the gate and relocating if possible. The gate should be painted and outfitted with reflective tape. Mark asked if Dig Safe can mark line. Roger stated it is required. Roger is still working on quotes for a new truck. It was reiterated that expenditures over \$2,500 require a vote. Tom suggested giving Roger authority to spend up to \$3,500 on the 2007 International and if the repair estimate comes in higher, come back to the Board. Roger notified the Board that an overload spring also needs to be replaced. (Only one was replaced the last time, and they should be replaced in pairs.)
- ii. Mark made a motion to authorize up to \$4,000 for repairs on the 2007 International; Second by Tim. VOTE: unanimous

c. Treasurer Report – Amy Byron

- i. Amy reported the Excise Tax for September (not including today) is \$23,236.93 – 86% of the monthly goal. There are 33 accounts in Lien status for 2015 with a total of \$30,501.04 due. As of today there are 108 accounts in Lien status for 2016 with a total due of \$98,544.71. The audit was rescheduled by RHR Smith for late October.

d. Administrative Report – Amy Byron

- i. Amy reported that it continues to be busy in the office and it is sometimes difficult to juggle multiple responsibilities – especially when either Renda or Jean are out. Amy expects this will resolve itself now that the Office Temp Staff are being trained. Jean is scheduled for surgery on October 4<sup>th</sup> and will be out of the office for approximately two weeks. The Tax Bills are in the mail and payments have started coming in. The administrative laptop was delivered. Overall it is working well – there are a few glitches to be worked out. Amy has been working with the Fire Department on a USDA grant. Amy will be attending the Spirit of America Awards Ceremony tomorrow night.

6. Old business

a. Roads/Easements – Tom Gould

- i. Tom provided copies of a sample easement and the Town Attorney's opinion of that sample easement. Copies will be available at the Town Office. Resident Chris McHugh delivered a Quit Claim Deed copy for Wyman Road. Tom will review and compare to Town records before he submits it to the Town Attorney. Tom thanked the Office Staff for their help in locating abutting landowners and updating information for the spreadsheet and map for Bartlett Pond & Richmond Hill Roads. Mr. Hines asked about other roads such as these and Wyman Road. Tom replied that other roads are in a different status and will be addressed road by road. Megan reminded the public that it is NOT legal for the Board to vote on this issue, thereby breaking the law and subjecting the Town to unlimited liability. It was noted that the vote in March was to stop winter maintenance on

private roads. It was asked if we created a Town Way. The answer is “no” – that requires a vote at Town Meeting. Mark asked about the Town Attorney’s opinion on the easement. Tom reiterated that the 1989 easements contain problems and are not legal. Mr. Hines expressed concern that residents may have been misled. Tom reminded everyone that the Town is not obligated to maintain an easement; it grants a right to provide maintenance. It was asked what protects the resident. Tom replied that an easement agreement includes a provision to disannul and the easement dissolves.

- b. Container for Transfer Station – Amy Byron
    - i. ^ handled during Administrative Report
  - c. Damage to Gate at Transfer Station – Amy Byron
    - i. ^handled during Highway Foreman Report
7. New business
- a. Amy will draft a RFP for windows for the Town Office and bring back for Select Board approval.
  - b. Mark attended the OCRR Meeting with Juanita. He told the Board there was a problem with the vote to authorize dissolution of OCRR at Town Meeting. It is required by OCRR that the vote be a paper ballot vote. This will be corrected during the November Election. Mark notified those present that there will be no OCRR dues in the coming quarters, but we will pay transportation charges. He should get some budgetary numbers at the next OCRR meeting. Dwight asked about bulk purchases/pricing. Juanita is already working on it.
8. Public Comment
- a. Chris McHugh noted that some green metal roofing from the Sand/Salt Shed project had been placed in the dumpster. He asked who is overseeing the project and wondered if we should keep the metal. Tim stated we don’t control the contractor and the Town could be in jeopardy if we authorize its removal. Chris asked if we could call DEP to ask about keeping it. Tom’s view was that we have to be very careful to avoid an accusation of impropriety.
  - b. Dwight is working on a Senate joint committee focused on FOAA improvements. They are addressing inappropriate conduct.
9. Adjourn – 7:43 PM