

# TOWN OF LIVERMORE

## Board of Selectpersons

### MEETING MINUTES

June 12, 2017  
6:30 PM

BOARD MEMBERS: MARK CHRETIEN, WAYNE TIMBERLAKE, TIM KACHNOVICH, TOM GOULD, MEGAN DION

DEPARTMENT HEADS: RENDA GUILD, ROGER FERLAND

RESIDENTS: DWIGHT HINES, RAYMOND CASTONGUAY

PRESS: NONE

1. Call to Order/Pledge of Allegiance
2. Approval of Minutes - May 30, 2017  
Mark made a motion to accept the minutes; Second by Wayne. Vote: unanimous
3. Reports:
  - a. Town Clerk Report – RENDA GUILD
    - i. Renda thanked the Board and the Residents for their patience during the office remodel. We have new carpet and a new counter – one more piece of the counter should be delivered this week. It looks wonderful and is more professional with a better workflow. It also allows us more confidentiality when processing Vital Records and increases our ADA accessibility.
    - ii. Renda reports it has been extremely busy and that people like the evening hours.
    - iii. Renda reminded those present that Voting takes place tomorrow from 8 AM to 8 PM. She asked for help with setup early.
  - b. Highway Foreman Report – ROGER FERLAND
    - i. Roger reported they have been ditching on Fish Meadow and replaced a culvert on Gibbs Mill Road.
    - ii. The Link-Belt Excavator had its 500 hour service. (FREE) Two members of the crew observed the process so they can do it going forward.

- iii. Roger spoke with Heavy Machines in regard to the Brush Head repair. The estimate to replace the blade and teeth came back at \$5,200. (worst case scenario)
    - 1. Mark made a motion to appropriate up to \$5,200 for the repairs; Second by Wayne.
    - 2. \*Discussion\*: Is this in the budget? Yes – according to Mark & Roger
    - 3. VOTE: 4 yes; 1 no (Megan)
  - iv. The Link-Belt Excavator still does not have a Lexan shield that should have been included & installed at purchase. Amy will make a copy of purchase agreement and give to Roger so that he can follow up with Heavy Machines.
  - v. Roger stated there is some money left in the budget and he would like to use some of it to repair River Road – 300 ft, Bowles Road – 350 ft, and Norton Road – 465 ft. The work would include rock removal, resetting culverts and fixing potholes. The Town Crew would do the prep work and then the paving would be done by an outside firm. Roger talked to two different contractors regarding pavement work and the lowest quote was \$25, 705 for all three roads. This includes 2” of hot top. Resident Raymond Castonguay noted there is a large rock, “dead center” on Waters Hill Rd. It really needs to be looked at before cars get damaged. There was discussion regarding how to complete the work by July (on the current budget) as the culverts should set for a couple months before paving. Wayne asked if it was possible to spread cold mix. It was stated that cold mix is more forgiving in frost, but wouldn’t necessarily be recommended for use on a hill. Mark suggested the work could be covered with reclaim. In general, the consensus was to figure out a way to fix the problem areas without spending the money on pavement as it would be wasteful to pave before the work has time to settle.
  - vi. Tom asked about progress on ditching. He stated he has heard a lot of complaints with Waters Hill Road. Roger said the weather and staffing has slowed progress, but he hopes to get back to it as soon as possible.
  - vii. Roger reported that there is mowing to be done at the Sand/Salt Shed. The grass planted last fall has grown nicely and is quite thick. Roger will ask Richard Crocker if he can mow it.
- c. Treasurer Report – AMY BYRON
- i. Amy reported Excise Tax collected in May was \$56,260.78 – 207% of goal to meet budget. Excise Tax collected to date in June is \$17,126.23 – 63% of goal. We are way beyond budget and Amy suggested we take a look at increasing the Excise Tax Revenue Budget for FY 2018.
  - ii. Amy reported that our Account Reconciliation is up to date and our balance looks good.
  - iii. There are currently 54 – 2016 Lien Accounts totaling \$44,114.78. Three accounts have been paid off since the last meeting. (The deadline on

2015 Liens is June 27, 2017. The Assessor has cleared up any questions we had about the Paulino property right of way. I'm hoping we can put the 2015 Tax Acquired Properties out to bid in July.)

- iv. Amy has sworn in Mary Castonguay as Deputy Treasurer. Amy will be training Mary so that she can perform the reconciliations. Tom suggested the Board consider a stipend amount. No decision was made.
- v. Amy reported that the Town received the DOT Reimbursement for the Sand/Salt Shed. We should have refinance documents by the end of the week. The Board decided to pay the interest on the interim financing and bond counsel fees instead of rolling into the long-term financing. Amy will talk with the Auditor about the 3% contingency money we are still holding and how to carry that into the new fiscal year.

d. Administrative Report – AMY BYRON

- i. Amy attended the MMA Risk Management Awards Breakfast.
- ii. Amy reminded the Board that Voting will take place tomorrow in the Fire Department from 8 AM to 8 PM. Tom asked if we could provide RSU 73 budget information to the voters. Amy felt as long as it is factual and not persuasive, it should be fine. Amy suggested Tom ask Renda for legality.
- iii. Town Meeting will be Wednesday, June 14 at 7 PM at the Spruce Mountain Primary School.
- iv. The Town Office will be closing at noon Friday, June 30 to close out the books.
- v. The July 4 Holiday schedule is as follows: all Town Departments will be open Monday, July 3, and closed Tuesday, July 4.
- vi. Amy asked the Board if they wished to have an Open House/Reception for Richard Marble as he is retiring. The Board felt that would be appropriate and authorized the purchase of a gift.
- vii. Amy stated that Paul Binette (O'Donnell and Associates) will be in the office Friday, June 16.
- viii. Amy shared a schedule for the incoming Code Enforcement Officer. It will be published to the Town Calendar on the Website.
- ix. Amy was notified that the entrance to the Ballfield is in bad shape. The Board asked Amy to contact DOT to see if they will take care of it where it is on a State Road. If not, the Town will provide a load of gravel.

4. Old Business

a. Phone System Update – AMY BYRON

- i. Amy updated the Board on the process to upgrading our phone system. Expenet has been testing our Internet connection to ensure we have good connectivity and call quality. They reported that there is a lot of "noise & jitter" on the line. They would need to do some more testing and consult with Time Warner to determine the problem. There is no time or cost estimate for this as it is an unknown. (Sometimes Time

Warner is easy to work with, and sometimes not according to Expenet.) This is not an expense we have budgeted. Amy will contact Fairpoint to get the lines serviced. She will also contact Time Warner to see if they can improve internet connectivity.

5. New Business

6. Public Comment

a. Dwight Hines: NONE

b. Raymond:

- i. Raymond asked where Meeting Minutes were located on the Town Website. Amy showed him.
- ii. Raymond asked what caused damage to head? In Roger's opinion it was inexperienced operators.
- iii. Raymond asked when the inappropriately installed culverts were done. Roger replied, "Last summer."
- iv. Raymond asked about the status of the 2001 F550. Roger told him it was traded in when we purchased the 2016 F550.

7. Adjourn – 7:36 PM