

TOWN OF LIVERMORE

Board of Selectpersons

MEETING MINUTES

January 7, 2019

6:30 PM

BOARD: BEN GUILD, SCOTT RICHMOND, MARK CHRETIEN, WAYNE TIMBERLAKE, TOM GOULD

DEPT HEADS: ROGER FERLAND, AMY BYRON

RESIDENTS: DWIGHT HINES

PRESS:

SELECT BOARD MEETING

1. Call to Order
2. Approval of Minutes - December 10, 2018
 - a. Wayne made the motion to approve the minutes as presented; Second by Ben
 - b. VOTE: UNANIMOUS
3. Reports:
 - a. Town Clerk Report - AMY FOR RENDA
 - i. Rabies Clinic this Saturday, 10 AM - 12 NOON. The cost is \$18
 - ii. Dog Registrations are due.
 - b. Fire Department Report - AMY FOR DONALD
 - i. 4 x 4 still waiting to be repaired. Donald will check with Jeremy.
 - ii. Amy was notified today by Chief Steward, Livermore Falls that the communication tower is in need of repair. Under the agreement, we are responsible for ¼ of the cost. Our share should be about \$1800.
 - c. Highway Foreman Report - ROGER
 - i. Roger reports they have been busy with lots of small storms. He reported the sand/salt building is approximately half full.
 - ii. He expected the new truck to be ready today, but it was held up at the dealers. He now expects it to be delivered Thursday or Friday.
 - iii. Following up on a previous conversation regarding Winter Maintenance Budgets, there was discussion of Winter Maintenance budgets in Towns that contract services - including Readfield with 34 miles of road at a cost of \$7,542.65/mile (\$100,000 more than their Highway Department cost) Scott reminded the Board that the 42 miles that we maintain does not include Crash Road or Route 108. Mark stated that we also are responsible for Spruce Mountain and the boat launches...which take extra time and add 6.82 miles. It was stated that Randolph is paying \$8,500/mile for 7 miles. Ben told the Board that Newcastle is maintaining 45 miles of road with a \$300,000 winter budget and \$150,000 summer budget. Their capital improvement budget is \$100,000.
 - d. Treasurer Report - AMY
 - i. Amy reported the December Excise Tax collected was \$27,202.81, which is 87% of our Monthly Goal and January Excise Tax collected to date is \$5,538.17, which is 17% of our

Monthly Goal. While both months are below average, we are still ahead of estimates for the year.

- ii. Amy reported there are 27 accounts in Lien Status for unpaid 2017 Real Estate Taxes totaling \$21,319.34. One account was paid off and several partial payments have been received since the last meeting. 30 day notice of Foreclosure will be processed on Tuesday, January 22, 2019 for these accounts. Tom suggested in light of the law regarding foreclosures of property owned by the elderly, we should review and standardize our procedures.
- iii. Amy reported there are 70 accounts in Lien Status for unpaid 2018 Real Estate Taxes totaling \$58,658.46. Several partial payments have been received since the last meeting.
- iv. Amy is working on end of year financials including 1099s and W-2s. By law, they must be postmarked by January 31st.
- e. Administrative Report - AMY
 - i. Amy reported the furnace at the Town Office/Fire Station has been serviced. It was reported to be in good, working condition. The Highway Garage furnace is scheduled to be serviced on Tuesday, January 22nd.
 - ii. Medical Marijuana work continues.
 - iii. We received the LRAP reimbursement in the amount of \$49,336.00 which is more than we anticipated by \$1,336
 - iv. Paul from O'Donnell and Associates was here on Friday, December 28th.
 - v. Amy will be processing payroll on Thursday, January 17 due to the Martin Luther King Holiday. The Office will be closed Monday, January 21st.
 - vi. The Mutual Aid Agreement with Livermore Falls PD will be going before their Board on Tuesday, January 15th. The only anticipated revision to the agreement will be that requests for aid be made via dispatch.
 - vii. Chief Steward notified Amy that the Radio Tower is in need of repair. The costs is estimated to be in the \$8,000 range and our estimated share is \$1,810.
 - viii. Insurance Annual Open Enrollment is completed for eligible employees.
 - ix. The next meeting will include a Public Hearing for Junkyard Permits. There are two junkyards in Town - Richard Damon and Rodney Newman. Travis has visited both and found no issues.
 - x. Travis was approached by a group that wished to volunteer their services to remove some rotten trees near Brettuns Pond. Because of Shoreland Zoning, Travis visited the site and marked four trees for removal. In addition, he advised we obtain Board Approval for the project. The Board asked Amy to review with the Cemetery Committee as there are significant insurance issues if property damage occurs.
 - xi. Amy reminded Selectmen Guild and Richmond they need to complete NIMS 402 Training or show proof of completion.
 - xii. Amy has started working on Budget Worksheets. She will meet with Department Heads to review the sheets and obtain FY 2020 numbers.
 - xiii. Amy continues work on Turn-Around Agreements.
 - xiv. Lastly, Amy will be attending the RSU 73 meeting on Thursday, January 10th. The meeting will be held in the middle school cafeteria if others wish to attend. (Amy distributed the meeting agenda to those in attendance.)

4. Old Business
 - a. NONE

5. New Business
 - a. NONE

6. Public Comment

a. DWIGHT:

- i. Mr. Hines voiced his opinion that we should review property tax exemptions for property belonging to the Catholic Church.
- ii. He also stated things are a mess at the Federal level due to the Government Shutdown.

7. Executive Session - 1 MRSA §405(6)(A) - Personnel Matters

7:08 PM

- a. Ben made the motion to enter Executive Session; Second by Wayne.
- b. VOTE: UNANIMOUS

7:30 PM

- d. Scott made the motion to exit Executive Session; Second by Mark.
- e. VOTE: UNANIMOUS

→ Planned Paid Time Off (Vacation, Personal, Comp) cannot be taken by two employees in a department at the same time.

1 - The motion was made by Tom; Second by Scott.

VOTE: UNANIMOUS

RECOMMENDATIONS MADE:

→ Additional Training for Employees as necessary

→ Set deadlines for training manuals to be developed/updated

8. Adjourn

7:48 PM

- a. Mark made the motion to adjourn; Second by Wayne.
- b. VOTE: UNANIMOUS