**TOWN OF LIVERMORE**

**Board of Selectpersons**

**MEETING MINUTES**

**August 31, 2020**

**6:30 PM**

**BOARD:** BEN GUILD, SCOTT RICHMOND, BRETT DEYLING, TRACEY MARTIN, MARK CHRETIEN

**DEPT HEADS/EMPLOYEES:** AARON MILLER, AMY BYRON, RENDA GUILD, ROGER FERLAND, JEAN TARDIF

**RESIDENTS/GUESTS:** BRIAN MARTIN

**PRESS:** PAM HARNDEN

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes:
	1. Ben Guild made the motion to approve the July 20, 2020 minutes as presented; Seconded by Tracey Martin
	2. VOTE: 5-0
	3. Ben Guild made the motion to approve the August 17, 2020 minutes as presented; Seconded by Tracey Martin
	4. VOTE: 5-0
4. Reports:
	1. Town Clerk Report - RENDA
		1. Renda reported 100 absentee ballot requests were received at this time and expects to receive many this year. She noted that ballots were not available yet. Scott Richmond asked about holding the November election at the primary school. Renda said that after consideration and speaking with the Secretary of State’s Office, the town has received confirmation that the election will be held at the school. Parking will be available at the church.
	2. Highway Foreman Report - ROGER
		1. 2020 CHEVY 6500 - Roger spoke about a proposal to purchase a 2020 Chevrolet 6500 4x4 cab and chassis from O’Connor Motor Company in Portland for plowing roads. He said Mark has spoken to Quirk, however, was told they can’t order until November, meaning the town wouldn’t have it in time for winter. O’Connor has offered the town $14,500 for a trade in for the 2008 GMC 5500 with plow, wing and sander. Scott said will help the town stay under budget.

Tracey asked if Quirk said anything about getting the town a 2020 model. Scott replied they wouldn’t be able to get the town a truck until April.

Mark motioned to purchase the 2020 truck from O’Connors, seconded by Ben. Motion carried, 5-0.

* + 1. SAND - Roger reported he received two bids for sand for snowplowing - $7.25 a yard RS Pidacks Inc. and $9 a yard from Hillside Excavation. Brett asked if the town received a sand spec. Roger said no, however it’s all screened sand. Scott motioned to award the bid to RS Pidacks (up to 2,500 yards); seconded by Ben. Motion carried 5-0.
		2. 2013 KOMATSU LOADER – Roger reported finding a 2013 Komatsu 320-6 Loader, originally from United Rental who bought it new, adding all service records have been relayed. He said there was one $800 repair in 2015, other than that there are no other issues with it. The loader has 3400 hours. Price is $80,000. Every used loader that he looked at was rusted out, talking to a lot of salesmen who said for$ 80,000 the loaders they’ve seen didn’t look like this one.

Ben said that the loader is nice machine with not a lot of rust on it.

Tracey asked that department heads bring all board members up to speed on such matters in the future. Roger, not having Tracey’s number, said he would do that in the future.

Tracey made the motion to purchase the loader; seconded by Scott. Motion carried, 5-0.

* + 1. PAVING – Scott said we must advertise as soon as possible for road work on Waters Hill Rd. Aaron said he would take care of it, so bids could be opened at the Sept. 14 meeting.
		2. CULVERTS – Roger said he needs to purchase culverts, noting the town has $3,500 in highway capital and $6,500 in the budget. He added he’d like to have one or two at the garage when needed.

Mark motioned to spend up to $10,000 on culverts with $3,500 out of capital, seconded by Ben. Motion carried 5-0. Scott suggested not waiting as there have been delays in purchasing such materials.

* 1. Treasurer Report - AMY
		1. EXCISE - Amy reported the town has collected $53,606.73 in excise - or 171 percent of monthly goal.
		2. LIENS – Amy reported 167 accounts will got to lien tomorrow for 20202 tax year.
		3. TAX COMMITMENT – Amy said the towns fund balance continues to be healthy and will meet with the assessor’s agent next week and work on the commitment, with real estate tax bills going out the second week of September.
	2. Administrative Report - AARON
		1. During the first week of employment, among other duties, Aaron reported that he contacted the auditor and Maine Municipal Association to notify them he is the town’s Administrative Assistant now. He told the board he has been working on a couple measures to strengthen internal control, met with staff at the highway department and transfer station.
1. Old Business
	* 1. EMPLOYEE PAY SCALE – Tracey motion to table the pay scale discussion at the next meeting, seconded by Ben. Members agreed pay is to be retroactive. Motion carried, 5-0. In regards to retroactive pay, Jean expressed concern about the level of taxes that would be taken out of such a payment. Scott suggested payment with two checks.
		2. STONEWALL DRIVE – Brett mentioned it appears as the tops of trees have been snipped and left on the side of the road.
		3. TRANSFER STATION SIGN/MONEY COLLECTION – Tracey asked if a sign showing fees has been set up at the transfer station. Brett said a white board hasn’t been ordered yet. Other ideas included placing the fees on a laminate inside the window. Tracey suggested putting up the fees on the town’s webpage. Tracey asked what the conclusion is on bringing money collected at the transfer station to town office. Brett said he didn’t see a reason to change the current process. Tracey expressed there is a risk with the current process and said it took more than two months for one of her checks to clear. Brett reiterated that he didn’t see a reason to change the current process. Tracey disagreed saying its bad policy.
		4. BUTTERHILL LETTER – Tracey presented a letter to the editor regarding an apology to two residents regarding misleading information published.
2. New Business
	1. Highway Capital Improvement -
		1. Scott reported he attended a productive road committee meeting two Thursdays ago. He said the plan for this year is to rebuild the backside of Waters Hill Rd. and wait to do the top coat on both sides next year. He said the town can put a coat of pavement on Bear Mountain Rd. and Bean Street this year. He added that they are planning to pave Butterhill Road and Beachwood Terrace in the spring
		2. Also next year, the plan is to topcoat Waters Hill, Goding Rd., shim and the slipline the culvert. Bowles Rd. is slated to be turned back to dirt. He said they spoke with residents who thought that was a good idea. He said the town needs to get a bid for flexseal and chip seal Bean St.
	2. Roofing town office
		1. Mark reported the town already has purchased the roofing shingles and plans to put the labor only out to bid, adding the job should only take 2.5 days. The town will advertise and open bids at the next meeting.
	3. Old Landfill
		1. Brett reported meeting with the state’s Department of Environmental Protection. He said he dug some test pits and determined the landfill doesn’t have a membrane on it.

The state is hoping that they can pay for a pilot program here out of their budget rather than town putting money into capping. Brett will be working with the state to ensure whatever method is environmentally sound.

1. Public Comment

None.

1. Executive Session - 1 MRSA § 405 (6) (F) – Discussion of Confidential Record

Motioned by Brett, seconded by Tracey, 5-0.

 No further discussion out of executive session.

1. Executive Session – 1 MRSA § 405 (6) (E) – Consultation with Legal Counsel

Motioned by Brett, seconded by Tracey, 5-0.

No further discussion out of executive session.

Motion to adjourn, seconded, 5-0 at 8:30 p.m.