**TOWN OF LIVERMORE**

**Board of Selectpersons**

**MEETING MINUTES**

**September 28, 2020**

**6:30 PM**

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

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

**PRESS:** PAM HARNDEN

1. Call to Order
2. Pledge of Allegiance
3. Approval of September 14, 2020 minutes

Brett motioned to approve, seconded by Scott; 4-0.

1. Reports:
2. Town Clerk Report

Renda reported 312 absentee requests and taxes have been coming in steadily.

1. Highway Foreman Report

Roger reported he received a $55,945 quote from HP Fairfield for the new truck’s headgear, plow, wing, lights, control, spreader and stainless steel dump body. Tracey motioned to approve, seconded by Scott; 4-0.

In addition, the board voted to hire Pike Industries to reclaim 3,200’ x 18’ (6,400-square-yards) of Bear Mountain Rd. and provide 2” base pave ($704 a ton) for a total of $76,384; moved by Scott, seconded by Mark; 4-0. The board asked that the agreement would reflect a change in liquid asphalt if that were to drop.

1. Treasurer Report

Amy reported excise collected: $ 56,366 – or 180.4 % of monthly excise goal. In addition, she added that the town filed 31 liens for 2019 taxes.

1. Administrative Report

CHAMBER - Aaron reported he will be meeting Thursday, Oct. 1 with the Jay, Livermore, Livermore Falls Chamber of Commerce. Two candidates for the House: Tina Riley & Opponent Shelia Lyman; Joshua Morris & opponent John Nutting; Senate Russ Black & opponent Jan Collins; Lisa Keim & opponent Gabe Perkins; Franklin County Sheriff, Scott Nichols & opponent Ed Hastings. He asked if the board had questions for the candidates to let me know as soon as possible.

TURN AROUND AGREEMENTS - Turn Around agreement were sent to George Mancine of Bean St. Aaron noted that it appears as if they town may need one for Butterhill Rd.; Old Leavitt Rd. and Wyman Rd. The board agreed that an agreement should be mailed to the new owner of 380 Butterhill Rd., since there was one with the previous owner.

1. Old Business
2. Employee payscale

Now that Code Enforcement Officer Terry Pinkham completed trainings, Scott motioned to increase Terry’s pay to $24.24 an hour, seconded by Tracey; 4-0.

Amy reported that highway department employee Michael Cote has been overpaid $2 an hour since the beginning of the fiscal year, for a total of $960.50. Mark motioned to pay Mike $15.14 an hour from the beginning of the fiscal year, retroactive to July 1, seconded by Scott; 4-0. The board would like to hear from Mike regarding this matter.

1. New Business
2. Roofing bids

Aaron reported the town solicited bids in area newspapers for shingling the town office and fire station roof and received no response. A local contractor submitted a proposal after bids were due, but didn’t provide a set rate to do the work. Mark said that he’d rather have a set rate. Aaron provided a list of area contractors and will ask them to provide a bid to be opened at the next meeting.

1. Lakeside Drive Cemetery Tree Removal

A resident of Lakeside Drive called regarding a rotted tree that is located on the cemetery and homeowner’s property line. Mark said Amy tried to get bids last year. He asked to call Johnny Castonguay and ask for a proposal.

1. Policy on Treasurer’s Disbursement of Warrants

Aaron proposed a town “Disbursement of Payroll Policy,” allowing three selectmen to sign the warrant to disburse employees’ wages and benefits prior to regularly scheduled meetings. Scott motioned to adopt the policy; seconded by Brett; 4-0.

1. Website

The board agreed to move forward with hiring Expenet at $1,100 to develop a new website which can be customized by office staff.

1. Job Descriptions

Mark suggested tabling office staff job descriptions until next meeting.

1. Public Comment

Pam said she will place a notice in the Sun Journal and Livermore Falls Advertiser regarding road construction.

1. Approve Accounts Payable/Payroll

Signed by the board.

1. Executive Session – 1 MRSA § 405 (6)(A) – Personnel Matter

Mark motioned to enter executive session; seconded by Scott; 4-0.

Tracey motioned to come out of executive session; seconded by Scott; 4-0. No action was taken.

1. Board members examined office space and discuss the possibility of changing work stations around to accommodate safety. No decisions were made.
2. Adjourn - 8:40 p.m.

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Mark Chretien, Selectobard Chair Brett Deyling, Selectboard Vice Chair

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Scott Richmond, Selectboard Ben Guild, Selectboard

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Tracey Martin, Selectboard