

TOWN OF LIVERMORE

Board of Selectpersons

MEETING MINUTES

July 9, 2018

6:30 PM

BOARD: Ben Guild, Mark Chretien, Scott Richmond, Wayne Timberlake, Tom Gould

DEPT HEADS: Roger Ferland, Renda Guild, Amy Byron

BANK ASSOCIATE: Lena Hann

PRESS: Pam Harnden

RESIDENTS: Tim Cote, Ashley Lakin

Meeting

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes June 25, 2018
 - a. Wayne made the motion to accept the minutes as presented; Second by Ben
 - b. VOTE: unanimous
4. Complaint - Tim Cote
 - a. Tim Cote: Mr. Cote said that the issue with his neighbor and her animals has been ongoing for 15 months. He said that the Animal Control Officer has visited in the past, but there have been no visits with his latest complaint. His complaint is that the roosters crow around 4 AM - waking him and his wife up and continue to crow throughout the day. He has tried talking with his neighbor, but now she has posted her property. He stated other towns/cities have written Ordinances regarding roosters.
 - b. Ashley Lakin: Mr. Lakin thinks it might be difficult to get an Ordinance passed for roosters as Livermore is a rural, farming community.
 - c. Tom Gould: Selectmen Gould stated that Noise Ordinances have been considered in the past and were not well received. He said if there is enough interest, the issue could be revisited. In order to consider a new Noise Ordinance, an Ordinance would be drafted and a Public Hearing held. The final step would be a Special Town Meeting.
 - d. Wayne Timberlake: Selectmen Timberlake stated that Mr. Cote (or anyone interested in pursuing a Noise Ordinance) should approach the Planning Board. The next meeting is unscheduled at this point, but Amy can contact the Board to schedule a meeting. Amy will also research minutes for the history on prior attempts at passing a Noise Ordinance.
5. Presentation on Truck Finance Options - Lena Hann, Androscoggin Savings Bank
 - a. Ms. Hann thanked the Board for the opportunity to present financing options. She also thanked the Town for their business and pointed out the favorable position the Town is in due to increased reserves.

b. In regard to financing options for the purchase of a plow truck, she stated one of the benefits to leasing with Androscoggin is payment flexibility. Payments can be made monthly, quarterly, semi-annually, etc. saving money on interest paid. Leasing would also save on Attorney Fees. General Obligation borrowing over \$100,000 requires opinion where leasing does not. (That translates to approximately \$1,000 savings on Attorney Fees alone.) She stated that interest rates are similar. Selectmen Gould stated historically leases have not been favorable, but he is willing to consider the option. He asked for clarification on buyout terms at the end of the lease. Ms. Hann stated buyout is \$1. Selectmen Gould asked if there were any other fees. Ms. Hann stated there are not and that she would be willing to put the terms in writing. Selectmen Gould also asked if the rate was fixed or variable rate. Ms. Hann stated it is a fixed rate lease. She also pointed out that a shorter lease term would be a lower rate. There was discussion on the possibility of splitting the purchase into two transactions to get below \$100,000 and save more money on Legal Opinion. Ms. Hann will check with the Commercial Lending Officer.

6. Reports:

a. Town Clerk Report - Renda

- i. Renda reported she received notification this week of changes in the rate structure for Dog Licensing. The new rates will take effect August 1, 2018. Dangerous Dogs will be issued a different color tag and the fee will be \$100. (\$98 to Town, \$1 to State, \$1 ACO) Nuisance Dogs will also be issued a colored tag and the fee will be \$30. (not sure of payment breakdown)

b. Highway Foreman Report - Roger

- i. Roger reported the Highway Department has started some major work on Hahn Road. Ditching, excavating and rolling approximately 500ft. He estimates they will probably be there for the next two days.
- ii. The compactor has been delivered.
- iii. Selectmen Gould asked for clarification about ordering the truck. Roger spoke for it in April, hoping it would pass at Town Meeting. He confirmed the order after Town Meeting. He anticipates the chassis will be delivered in September and then go to Viking Cives to be outfitted with a body. We should have it by November.

c. Treasurer Report - Amy

- i. Amy reported the Excise Tax collected in June was \$45,997.59 - 157% of the monthly goal. We surpassed the projected revenue goal by \$114,154.34.
- ii. Amy stated the Treasurer's Report reflects activity currently processed through the end of June. Budget numbers need to be entered into TRIO and she anticipates completing that by the next meeting.
- iii. There is currently 1 Tax-Acquired property. Bid packets are available and bids are due by July 23, 2018 at 6 PM.
- iv. There are currently 35 accounts in Lien Status for 2017. The balance remains unchanged from the last meeting.
- v. Amy and Renda are working on preparing 30-day notices for 2018 taxes. Those should be in the mail by July 27.

d. Administrative Report - Amy

- i. Amy reported that Pollard Scholarship Applications are available and are due back by August 7.
- ii. She anticipates two employment opportunities - one in the Highway Department (pending the Board's acceptance of Ben Campbell's resignation) and one at the Transfer Station. (Jim Bryant plans to retire in October.)
- iii. She reported that she was made aware of a fire at a Pine Tree Waste facility that will affect the handling of our recycled materials. Juanita anticipated the issue and was able

to get a second container on the ground to handle overflow while the logistics are figured out.

- iv. Amy has been working with Ms. Hann at Androscoggin Bank and A-Copi to see if there are options to amend the Copier Lease.
- v. Amy met with the Planning Board last week and was able to facilitate a dialogue with Dylan Webster, Contractor for Mark Freedland. Mr. Webster presented a plan to improve drainage and reduce impact on the landscape and pond in front of Mr. Freedland's property on Cozy Cove Road. The Planning Board approved Mr. Webster's plan.
- vi. Amy will be working with Roger to inventory and order signs for both Brettun's Pond and The Pines.

7. Old Business

a. Update on The Pines and Brettun's Beach

- i. Tom offered the use of his cameras and materials to build boxes. He suggested that Maintenance monitor and review the cameras periodically.
- ii. Ben said he spoke with Androscoggin Sherriff's Office and the State Police. When either unit is on patrol, he would like to offer the Meeting Room to them as a place to take a break, use the facilities, and complete notes. He confirmed that he has spoken with Chief Castonguay and he agreed it was one small thing we could do for them. Ben suggested we should replace a door lock which automatically locks when the door is closed. He felt we might see an increased police presence. He is concerned about the hypodermic needles on the beaches. He said they could be insulin OR could be drugs - although he suspects they are the latter...especially when he sees cars at the Brettun's Beach at 3AM. He would like to see the beach closed at night, but realizes that presents an enforcement issue.
- iii. Scott suggested we order signage that discloses monitoring. (2 signs @ each beach)

b. Paid Time Off Policy Review

- i. Amy gave background on Paid Time Off: currently Personal Time and Vacation Time expire, if unused, at the end of the Fiscal Year. At the last meeting, it was suggested the Board review this policy.
- ii. Selectmen Chretien suggested employees be allowed to roll one week
- iii. Selectmen Timberlake asked if that could cause staffing issues.
- iv. Selectmen Gould was concerned about increased Treasurer workload to track. He stated he generally favors "use it or lose it", but would approve with conditions.
- v. Selectmen Guild suggested that employees pick requested time off at the beginning of the year to avoid an issue right before June 30th.
- vi. Selectmen Richmond felt it was fair to pay an employee for half of the accumulated time in lieu of time off.
- vii. Renda felt the issue could be avoided if employees take a day or two here and there vs. waiting to take a full week or two.
- viii. Amy was asked to draft a revised policy for Selectmen to review at the next meeting.

8. New Business

a. Accept Resignation - Ben Campbell (Highway Department)

- i. Amy notified the Board that Ben Campbell submitted his resignation from the Highway Department. Mr. Campbell declined an Exit Interview.
- ii. Wayne made the motion to accept his resignation; Second by Ben
- iii. VOTE: unanimous
- iv. Amy will advertise the position. Applications will be due Aug 6.

b. Review & Set Wages - FY 2019

- i. Amy presented salary history in regard to several positions that have a wage deficiency. (Three employees at the Transfer Station and one in the Town Office.)
- ii. Tom made the motion to correct the four deficiencies and give 1% increases for everyone else in accordance with the budget; Second by Mark
- iii. Discussion: Tom suggested that with the exception of the four deficiencies, other wages are on par to median compared to other Towns our size. He stated the Board can address further corrections during Budget Workshops. Amy asked for clarification of her salary/wage where she holds two positions. Tom clarified it is a 1% increase for each position.
- iv. VOTE: unanimous
- v. Deputy Treasurer position
 1. There have been numerous questions asked of various Board Members since Town Meeting. It was felt that maybe the position should have been advertised due to the change in status from volunteer to paid.
 2. Renda offered input from MMA in that an elected official chooses their Deputy. She also stated that appointing a Deputy would create stability in the event the current Treasurer is unavailable due to illness, etc.
 3. Wayne asked if the Board felt the position should be hourly or a stipend. Tom suggested the Board establish that now - He suggested a stipend as it is easier to budget, see how it works for one year and then revisit next year. Amy agreed and reminded the Board of the mess that ensued in 2014 after the previous Treasurer resigned.
 4. Amy reminded the Board of the personal responsibility on Treasurers/Tax Collectors. She does not take the responsibility lightly and would not make a recommendation in a "willy nilly" fashion. She put a lot of thought and effort into selecting a Deputy.
 5. Ben clarified that a Deputy is recommended by Treasurer; appointed by Board
 - a. Tom made the motion to make the Deputy Treasurer a stipend position, with a stipend of \$5,000 - the Deputy to be recommend by the Treasurer and approved by the Board; Second by Scott
 - b. VOTE: unanimous
 6. Amy recommends Mary Castonguay as the Deputy Treasurer
- vi. Tom made the motion to appoint Mary Castonguay Deputy Treasurer; Second by Scott
VOTE: unanimous

9. Public Comment

a. Ashley Lakin:

- i. Kudos to Lena Hann for her presentation on lease
- ii. Kudos to Tom Gould for suggesting cameras be installed at the beaches. He stated he has cleaned up at the beaches and that many residents have not seen Channel 6 news - many don't know the issues. He said many people he has talked to would be willing to go and observe if made aware of the need. He said he is willing to donate some building materials.
- iii. He said he is not a fan of "creating a police barracks" here at the Town Office
- iv. He encouraged the Board to consider making the beaches Livermore Residents Only
- v. He thanked the employees for their dedication and stated a 1% raise isn't enough.

10. Adjourn - 8:23 PM

- a. Tom made the motion to adjourn; Second by Scott
VOTE: Unanimous