

TOWN OF LIVERMORE

Board of Selectpersons

MEETING MINUTES

November 12, 2019

6:30 PM

BOARD: MARK CHRETIEN, SCOTT RICHMOND, BRETT DEYLING, WAYNE TIMBERLAKE, BEN GUILD (LATE)

DEPT HEADS: AMY BYRON

RESIDENTS/GUESTS: NONE

PRESS: NONE

Meeting

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes - October 28, 2019
 - a. Wayne made the motion to approve the minutes as presented; Second by Scott
 - b. VOTE: unanimous
4. Reports:
 - a. Town Clerk Report
 - i. NONE
 - b. Highway Foreman Report
 - i. NONE
 - ii. Mark notified the Board the International is not back yet.
 - c. Treasurer Report - AMY
 - i. Amy reported October Excise Tax Collections totaled \$36,902.86 which is 118% of the monthly goal. Amy also reported November Excise Tax Collections totaled \$13,109.82, which is 42% of the monthly goal. We are off to a very strong start in this area. Amy expects we will exceed Revenue Projections again this year.
 - ii. 2018 Real Estate Taxes outstanding in Lien Status include 37 accounts totaling \$26,824.21. Two accounts have been paid off in the past two weeks.
 - iii. 2019 Real Estate Taxes outstanding in Lien Status include 76 accounts totaling \$61,771.42. One account has been paid off in the past two weeks.
 - iv. 2020 Real Estate Tax Collections are strong. We have had several busy weeks in the Office and anticipate the heaviest collection days will be later this week.
 - d. Administrative Report - AMY
 - i. The Audit if Fiscal Year 2019 is almost done; working on a couple of items.
 - ii. A Timeclock has been installed at the Town Office and is in use.
 - iii. Gathering information and budgetary numbers for an updated website

- iv. Amy will be meeting with the Planning Board - Thursday, November 21 to continue work on a Medical Marijuana Ordinance
- v. The O'Donnell Revaluation Contract has been signed & returned. Field work will start shortly.
- vi. Amy told the Board that 270 voters turned out on Election Day.
- vii. The LRAP Reimbursement should be here any time.
- viii. The Women's Group would like to plant daffodils at Town Office. They are asking for the Board's permission. The Board agreed.
- ix. Amy told the Board that the Office Staff has been researching in an attempt to determine the Town's eldest recipient in hopes of awarding the Boston Post Cane.
- x. Amy is researching options for a Postage Meter Lease. It is currently out of lease and if it should break down, the cost would fall solely on the Town.
- xi. Budget work has been started.
- xii. Amy will be attending a Labor Listening Session - Monday, 12/2 - Farmington to learn more about the new law on Paid Time Off. Amy believes the change will affect the Fire Department Budget in the next Fiscal Year.
- xiii. Amy will be researching a potential Cable Franchise Agreement with Time Warner Cable. Copies were distributed to the Board for their review.

5. Old Business

- a. none

6. New Business

- a. OPEN BIDS - SANDER, TIRES, CEMETERY FENCE
- b. Cemetery Fence -
 - i. There were two bids for the Cemetery Fence. The bid information is included on the Bid Results spreadsheet.
 - ii. Scott made a motion to award the Fence to the high bidder, Don Hamann, for the amount of \$532; Second by Brett.
 - iii. Vote: unanimous
- c. Sander -
 - i. There were three bids for the Downeaster Sander. The bid information is included on the Bid Results spreadsheet.
 - ii. Scott made the motion to award the Sander to the high bidder, Robert Hastings, for the amount of \$551.50; Second by Brett
 - iii. Vote: unanimous
- d. Tires
 - i. No bids
- e. Discussion on equipment needs for the Highway Department. Suggestions and budget numbers will be brought to Budget Workshops.

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

- a. Mark made the motion to enter Executive Session at 7:01 PM; Second by Ben
- b. VOTE: unanimous

- c. Scott made the motion to exit Executive Session at 7:11 PM; Second by Brett

d. VOTE: unanimous

→Action Taken:

1. There was a discussion regarding a change to the Personnel Policy to reflect: “Any Town Department that closes due to inclement weather or extenuating circumstances, the affected employees shall take earned time in place of pay that would have been earned.”

a. Mark made the motion to amend the Personnel Policy to reflect the above change;
Second by Brett.

b. VOTE: unanimous

2. (Section 2.12) “decision to suspend...shall be made by any two of: Department Head, Chair of the Board, and Vice Chair”

a. Mark made the motion to amend the Personnel Policy to reflect the above change;
Second by Brett.

b. VOTE: unanimous

8. Public Comment

a. NONE

9. Adjourn - 7:26 PM

Brett made the motion to adjourn; Second by Ben

VOTE: unanimous