

TOWN OF LIVERMORE

Board of Selectpersons

MEETING MINUTES

November 25, 2019

6:30 PM

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

DEPT HEADS: ROGER FERLAND, AMY BYRON

RESIDENTS/GUESTS:

PRESS: PAM HARNDEN

Meeting

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes - November 12, 2019
 - a. CORRECTION: Add Ben as being in attendance. (late)
 - b. Scott made the motion to accept the minutes with the above noted correction; Second by Wayne
 - c. VOTE: unanimous
4. Reports:
 - a. Fire Chief Report - SCOTT for DONALD
 - i. Engine 1 needs an exhaust manifold. (It failed inspection). It is a 2003.
 - b. Town Clerk Report - RENDA
 - i. NONE
 - c. Highway Foreman Report - ROGER
 - i. Roger reported they have been very busy with ice & sanding.
 - ii. Pike has completed shoulder work on Waters Hill Road. Looks good.
 - iii. Roger told the Board about a large sink hole that developed on River Road between the Quirion & Labbe residences. It was approximately 8 ft. deep, 1 ft. across. It was noted that a culvert holding Mill Pond became plugged with debris and there was about 7 feet of water held back. Roger rented a large excavator and closed the road for about 4 hours one day, and 2 hours the next day.
 - iv. Roger told the Board about a pickup truck in/near the turnaround on Bear Mountain Road. There is currently no turnaround agreement. Scott recommends sending a certified letter to the Said's with a Turn-Around agreement, asking that the truck be moved. (Amy will check with James Hanson, 149 Bear Mountain Road to see if he would sign a turnaround agreement if something can't be worked out with the Said's.)

- v. Roger notified the Board that the Highway Department will be taking a vacation day on Friday. Amy reminded him of the Paid Holiday list in the Personnel Policy. It states Thanksgiving & Friday is paid holidays.
- d. Treasurer Report - AMY
 - i. Amy reported November Excise Tax collections total \$20,904.54 to date, which is 67% of the monthly goal. We are currently ahead of goal year to date.
 - ii. 2018 Real Estate Taxes outstanding in Lien Status include 37 accounts totaling \$26,824.21. This remains unchanged from the reported numbers at the last meeting.
 - iii. 2019 Real Estate Taxes outstanding in Lien Status include 76 accounts totaling \$61,771.42. This remains unchanged from the reported numbers at the last meeting.
 - iv. 2020 Real Estate Tax Collections are strong. Incoming payments have slowed down.
 - v. Our balance remains at a healthy level.
- e. Administrative Report - AMY
 - i. A timeclock was installed at the Town Office. It has been in service approximately one month.
 - ii. Work on the Town Website continues. Amy hopes to have budget numbers before the budget workshops begin.
 - iii. The Planning Board will be meeting twice this month. Once on Thursday, 12/12 for a Public Hearing & Special Town Meeting, and again on 12/19 for their regular meeting.
 - iv. O'Donnell - Revaluation Contract signed & returned. Field Work has begun.
 - v. The LRAP Reimbursement should be here any time.
 - vi. Women's Group would like to plant daffodils at Town Office. They are asking for the Board's permission. It was granted and the bulbs have been planted.
 - vii. Amy notified the Board that the Boston Post Cane should be awarded to Livermore's eldest resident. She will coordinate with the Office Staff to determine who that is.
 - viii. Amy is reviewing the Postage Meter Lease. It is expired and should be renewed.
 - ix. Amy has started FY 2021 Budget work.
 - x. Amy will be attending a Department of Labor Listening Session - Monday, 12/2 in Farmington.
 - xi. She is also reviewing the proposed Cable Franchise Agreement .
 - xii. Amy told the Board MMA visited the Office, Fire Department and Hathaway Hill Shed on Thursday, November 21st to review policy and insurance coverage. She will be working on a few minor issues that need to be corrected once she receives the report.
 - xiii. She has completed a Personnel Policy Update which the Board will review later in the meeting.

5. Old Business

- a. Review Personnel Policy Draft
 - i. The Board asked Amy to strike the first sentence and bring back to the next meeting.
- b. Speed Limit Sign from the State
 - i. No update
- c. Trash Handling at the Town Office
 - i. There was discussion about the handling of trash removal from the Town Office. The cleaner does not remove the trash as was done in the past. The Town Office generates 6 or more bags of trash per week. The Board asked Amy to purchase large heavy duty trash cans to be placed outside instead of in the Fire Department.
- d. Employee Part-time/Temporary v Full-Time
 - i. The Board asked Amy to research with MMA and/or the DOL for hour standards.

6. New Business

7. Public Comment

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

a. Wayne made the motion to enter Executive Session at 7:01 PM; Second by Ben

b. VOTE: unanimous

c. Wayne made the motion to exit Executive Session at 7:32 PM; Second by Ben

d. VOTE: unanimous

→ No action; distribute FMLA paperwork

→ Advertise for temporary winter help (2 weeks) - CDL Class A or B; manual transmission

9. Adjourn - 7:55 PM

Mark made the motion to adjourn; Second by Scott

VOTE: unanimous