

TOWN OF LIVERMORE

Board of Selectpersons

MEETING MINUTES

December 9, 2019

6:30 PM

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

DEPT HEADS: JEAN TARDIF (FOR RENDA), ROGER FERLAND, AMY BYRON

RESIDENTS/GUESTS:

PRESS: PAM HARNDEN

Meeting

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes - November 25, 2019
 - a. Scott made the motion to approve the minutes as presented; Second by Ben
 - b. VOTE: unanimous
4. Reports:
 - a. Town Clerk Report - JEAN FOR RENDA
 - i. Jean told the Board that Snowmobile Registrations and Dog Licenses are available. She also shared the Rabies Clinic Information. Scott reminded her that if residents bring their prior Rabies Certificate, the Vet can administer a 3 year vaccine.
 - ii. Jean asked the Board to close the Office at noon on Christmas Eve. Staff will use Paid Time Off.
 - iii. She also reminded the Board the Office will close at Noon on New Year's Eve to allow for end-of-year reporting and processing.
 - b. Highway Foreman Report - ROGER
 - i. Roger reported they have been getting trucks serviced and ready for inspection. They had the body welded on the 2008 GMC. It will need to go back to Murray's as there was a back order on parts.
 - ii. There was discussion regarding a water issue on River Road. Roger recommends treating it with calcium, but expects it will be an issue most of the Winter. He stated not much can be done to fix it this late in the year.
 - iii. He stated they have been busy with a few storms involving ice/ The crew has stepped up -- being short-handed is difficult, but more so during the Winter.
 - c. Treasurer Report - AMY
 - i. *notes*
 - d. Administrative Report - AMY
 - i. Planning Board - Thursday, 12/12 (BexK9) & 12/19 - Regular Meeting

- ii. O'Donnell - Revaluation work has started.
- iii. LRAP Reimbursement arrived . The amount of the refund was \$60,676.00 (\$2,676 above estimate)
- iv. Boston Post Cane should be awarded. The clerks have been busy trying to determine the recipient.
- v. The Postage Meter lease has been expired for a while. Amy has renewed a lease which provides repairs, etc. if it should breakdown.
- vi. Budget work has started
- vii. Amy attended a Department of Labor Listening Session - Monday, 12/2 in Farmington. A lot of information was exchanged. An official interpretation of the law will be issued at a later date.
- viii. The Cable Franchise Agreement is still being reviewed.
- ix. MMA Insurance Audit covering the Town Office, Fire Department and the Hathaway Hill Shed. There were four minor items that were noted. Three of the four items have been addressed. The fourth will be addressed when maintenance is available.
- x. Work continued on updating the Personnel Policy.
- xi. Amy sent a Certified Letter to the Sais on Bear Mountain Road; no response yet. Amy will send a letter to the Hansons on Bear Mountain Road in regard to a Turn-Around Agreement.
- xii. Amy has been busy processing documents for Insurance Open Enrollment and End of Year Retirement Notices.

5. Old Business

a. Review Personnel Policy Draft

i. Page 10 - 2.12: draft included

- 1. Wayne made the motion to amend the Personnel Policy as indicated in the draft;
Second by Ben
- 2. VOTE: unanimous

6. New Business

7. Public Comment

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

- a. Ben made the motion to enter Executive Session at 6:46 PM; Second by Brett
- b. VOTE: unanimous

- c. Scott made the motion to exit Executive Session at 7:29 PM; Second by Wayne
- d. VOTE: unanimous

→ Increase of \$ 2 /hour for Roger, Randy, Mike while the Department is short-handed...to be revisited when a hiring decision is made

- Scott made the motion; Second by Wayne
- VOTE: unanimous

→ Award benefits to Michael Cote as regular employee while working as a full-time employee; retroactive Holiday pay for Thanksgiving Thursday and Friday.

Brett made the motion; Second by Ben
VOTE: unanimous

→Amy will draft a job description which includes Highway and Maintenance in one document.

9. Adjourn - 7:45 PM

Scott made the motion to adjourn; Second by Wayne
VOTE: unanimous