

Town of Livermore Falls

2 Main Street
Livermore Falls ME 04254
(207)897-3321

James Long- Chair
Ernie Souther- Vice
William Kenniston

Bruce Peary
James Cyr

Select Board Meeting
Tuesday February 7, 2023
Livermore Falls Town Office
6:30 pm

Board: Jim Long, Ernie Souther, William Kenniston, Bruce Peary, James Cyr
Department Heads: Mike Adcock, Bobby Cummins, Doris Austin, Brandon Hobbs
Residents/Public: See sign-in Sheet

6:30 Pledge of Allegiance

Approval of minutes for January 17, January 24, and February 1, 2023

Ernie made 1st motion to accept minutes as written for 1/17 and 1/24

Will made 2nd motion

VOTE 5-0 to approve minutes as written form for both 1/17 and 1/24

Jim made 1st motion to approve minutes as written for 2/1 as written

Bruce made 2nd motion

VOTE 3-0 to approve minutes as written (Ernie and Will were not present for meeting)

Old Business

6:33 Jim calls Sherman up to discuss the status of the fire department. Sherman says we are working with the agreement and the conditions of the fire department, there are fourteen areas of concern from the BLS some of which have already been corrected. We had a 30-day plan to get all areas of concern corrected and we have not been able to so, but have received a 30-day extension which brings us to March 3rd which gives us time to have everything completed. EMS license is being taken care of. Bobby says paperwork is signed and waiting for email. Sherm says the Substation will be a slow process however it is moving along. Jim thanked Sherm for the update.

Non-urgent fire calls:

Livermore and Jay have signed the agreement between the towns and the agreement just needs to be signed by Livermore Falls and then we will receive an invoice and can pay Jay and Livermore for responding to the non-urgent calls.

Jim made 1st motion to approve agreement.

James made 2nd motion

VOTE: 5-0 in favor of signing agreement.

Agreement signed by all Selectboard members.

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Town owned property status:

Spoke with MMA. If we have foreclosed on a property, we can sell the property back to the person who was foreclosed upon. The two options are “land installment contract” which is a payment plan. If they default on this plan, it requires us to go to court. This doesn’t have an automatic process like the lien/foreclosure does. Second option is lump sum payment. This can be the current market value of the property or, if SB chooses, a lower amount such as the taxes owed or a “poverty abatement” amount dictated by the SB if they deem the person would have qualified for one but never applied for it.

If we haven’t foreclosed on a property, we can approve an informal payment plan, but the foreclosure process is automatic. The process cannot be waived once started. Best practice for property-owners is to pay or ask for payment plan before a lien is set.

Property tax Liens and 30-day notices:

Good feedback from letters. Many payments have come in, and some people are realizing they own more properties than they thought.

Sewer annual Billing and Policy:

Last sewer policy revision was July 16, 2019. New policy would take effect April 1, 2024 and will reflect the new billing cycle of 1 bill and 2 payments.

Will made 1st motion to accept

Ernie made 2nd motion

VOTE: 4-0 in favor of accepting the new policy

Bruce abstained from the vote

2023-2024 Budget Timeline:

March 7th is public hearing and will be held at the town office at 5pm.

Voting will take place on April 25th.

New Business

Fire Chief Hiring Committee update: we have 5 applicants with interviews set up and we will name our new chief on February 21st.

Fire department letter to the citizens: Tom Barker presented a letter that was read to the selectboard and was seeking permission to have printed and mailed to the residents of the town. (Letter included with minutes). This letter will go to every mailbox in the town through the every door direct from the post office at about

20 centers per letter for printing, folding and mailing.

Ernie Fully supports the letter

Bruce says any steps to show value to the fire department.

Board gives full support.

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Fire department sale of truck to the sewer department

Jay approved \$10,000. Bobby sign, Mark sign. Money goes to FD acct for new vehicle TBD. 2005 Chevy sewer truck will then go out to bid.

Alex says we will make the sale legal this week.

Ernie makes 1st motion to take money from sewer reserve

Bruce made 2nd motion

VOTE: 5-0 to take money out of reserve from the Livermore Falls to cover our share of the purchase of the truck from the Fire department.

And then the 2005 Chevy from the sewer department can go out to bid

Review of the sewer policy has been updated reflecting a new billing which will consist of one bill with two payment tabs, just like taxes. This will save a time and money. (New policy included in minutes).

Stipend for town office staff:

Alex presented a proposal for a stipend and or personal days off for the staff as extra duties have been shared since being short staffed.

Ernie says some of these duties should have been split up before, says he supports the 3 days off. Will says we have been short staffed before, will we have to give stipends if we are short staffed again.

James asked where do the funds come from? Alex says funds are there.

James made 1st motion to accept proposal as written

Bruce made 2nd motion, VOTE: 4-0 with Ernie abstaining from the vote.

Jim called Gayle up from the Comprehensive committee and she said that the comprehensive plan has not been updated since 2002 and the state says the plan should be updated every 10 years, the committee has been working with ABCOG and MMA to come up with a questionnaire for the residents and a questionnaire for the businesses to give the information to the state.

The businesses will get a personal visit and the residents have the option of doing the questionnaire either on line or maybe committee members being outside of local businesses. (copies of both questionnaires included in minutes).

It was suggested by the board that we clarify to residents where exactly the Village area is.

Jim made 1st motion to approve the questionnaire

Bruce made 2nd motion

VOTE: 5-0 to proceed with questionnaire and getting Livermore Falls compliant.

Date for Special town meeting for Ordinances

Alex proposed 3 dates in June for the special town ordinance meeting

Jim would like to see if we can push this up to May.

ADA Button access for the town office front door:

Would like to install button to open the door to make more handicap accessible.

Jim asked if maybe there is a grant for this project.

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Alex will check for grants

Jim says maybe this could go under capital improvements.

Discussing local health officer position

Brandon has completed the training and just needs to take a six-hour course to have everything he needs so the positions of Local Health Officer and Code Enforcement Officer can be combined.

Ernie made 1st motion to move forward with combining the 2 positions

Bruce made 2nd motion

VOTE: 5-0 in favor of combining the 2 positions however keeping the payrolls to both departments separate.

CEO Permit Fee schedule

Brandon explained that if he finds that the residents are for example building something without a permit that he cannot charge residents a penalty fee because if there is no fee to start with, you cannot collect 1 ½ times the permit fee but if no fee there is no penalty charge.

Jim will meet with Brandon to discuss permits and revenues.

Ernie made 1st motion to table until we have more information

Jim made 2nd motion

VOTE: 5-0 to table to get more information from surrounding towns fees.

Budget Committee Policy Review:

Now enough members to have meetings and have elected a chairperson which is Sharon Bailey.

Adopted policy in 2006 and an update in 2010 change made by voters to have 9 members and we are asking that we reduce the number on the committee back down to 5 members instead of the 9 we have now.

Jim would like to see it go back to 5 members as well.

Town needs to vote on it.

Board has read over the revised Budget Committee Policy and go forward with vote. (Included copy with minutes)

Bruce made 1st motion

Ernie made 2nd motion

VOTE: 5-0 to accept the revised budget policy.

Snowplow Policy Review:

Alex thinks the snowplow policy needs to be updated. Right now Police call make a call to highway supervisor and then they come in, maybe we should see if we can wait until we have more snow.

Ernie says Police are out there and can tell when the highway crew is needed.

Board agrees to wait to talk to highway foreman before making any changes.

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Grounds care:

Do we extend our contract by 1 year or bid out? They are willing to keep it at the \$3900.00 and they did a good job.

Jim made 1st motion to extend our contract out by 1 year.

James made 2nd motion

VOTE: 4-0 to extend contract out by 1 year at same price.

Bruce stepped away

Tri-Town Fireworks budget:

July 4th fireworks cost has risen and the Chamber is asking to increase the donation by \$225.00 and this is for information purposes because Alex has already requested this change in the budget, this was FYI only.

Administrative days at the Town Office:

Alex would like to have 2 administrative days at the town office to clean, organize and get a fresh start.

Ernie made 1st motion

Bruce made 2nd motion

VOTE: 5-0 to approve the requested 2 administrative days off

Volunteer Restoration of the town signs:

Izaiha and Stashia Tracey have stepped up and volunteered their resources into bringing the signs that welcome people to the town back to life. They are not asking for money just want permission from the board.

Bruce made 1st motion to accept the offer of the sign restoration

Ernie made 2nd

VOTE: 5-0 in favor of moving forward with sign restoration.

Maine Wolfpack Softball Fundraiser

Tabled for more information and will talk to Bill

No warrants/abatements/deeds/quit claims

Board discussion:

Will – Gazebo vandalized and would like to see if we can help them. Jim says we have money in the contingency account and maybe we can offer enough to the Gazebo Committee to cover the cost of the damaged lights.

Jim made 1st motion to take money from contingency plan to cover the cost up to \$350.00 to replace what was lost.

Ernie made 2nd motion

VOTE: 5-0 to give donation to Gazebo committee up to \$350.00 for the damage.

No other comments from Board

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No comments from Department heads

Manager's Discussion:

Alex said the warming center was open for the cold weather but was not utilized.

Knapp Trust is for the musicians at the gazebo and it will be dissolving under the name of the Knapp Trust however, we will still be receiving checks under Maine Community Foundation.

Would like to run a contest for a motto for Livermore Falls, entries will be available either at the office or on line. (Flyer included with minutes).

Late charge will now be applied for any dog renewals that are late.

People can register for updates through BMV, they will get reminders in their emails for registrations.

Parking ban ends April 15th.

Posted Roads will start next week.

Be a good neighbor and keep your animals under control.

Feels like we have a lost sense of community

Do random acts of kindness

Promote the D.A.R.E. Program and be a part of the National night out

Spirit of America submission by June 30, 2023

Jim made 1st motion to adjourn

Bruce made 2nd motion

Vote 4-0 to adjourn at 8:23pm

Ernie abstained from vote

Respectfully Submitted by
Doris Austin, Town Clerk