DRAFT MINUTES

LIBERTY SELECTBOARD

April 27, 2020 6:00 PM

**Selectboard Attendance:** Melinda Steeves, 1st Selectman

Carrie Peavey, 2nd Selectman

Henry Hall, 3rd Selectman

**Town Officials:** Administrator Kenn Ortmann, Fire Chief Bill Gillespie, CEO Don Harriman, Road Commissioner Tammy Reynolds, EMA Director Elise Brown, Clerk/Tax Collector/Registrar of Voters Gail Philippi, Health Officer Jordan Ray, Treasurer Hannah Hatfield

**Guest(s):**  Duane Jewett, William and Karyn Meadows

1. **Open Selectboard "Zoom" Public Meeting:** 6:00 PM
2. **Approve Minutes:** Pursuant to review Selectman Steeves moved and Selectman Peavey seconded approval of the April 20, 2020 minutes. Unanimous.
3. **Warrant Review and Approval:** Done.
4. **Officials/Public comments**
	1. **Coronavirus preparation issues**
		1. **EMA Director report:** EMA Director Brown noted we are now in week 7 of the crisis. She noted that coordination with Montville continues to go well and she noted thaeir new page has been added to Montville's website allowing residents to share their offerings of products, goods, and services, including things such as farm shares and products, household goods, bartering opportunities, services available, etc. She stated Liberty residents are welcome to utilize the site. The phone bank has now made 617 calls to Liberty (324) and Montville (293) residents. Volunteers and those being assisted seem pleased with the results. Two residents received specific assistance in filling out forms. She continues to work with Waldo County EMA regarding COVID issues and she noted that there has not yet been a storm disaster declaration yet. Donations now total over $2,700 and a thank you letter to donors is planned for the coming week. Elise will continue to work with Waldo County EMA and our legislative officials to push for a snow emergency declaration.

Fire Chief Gillespie noted the food distribution process continues to work smoothly with the three lists being combined into one. He continues to focus on food necessities and still create some variety. The process is still quite time-consuming, so it is particularly rewarding when a beneficiary on a fixed income still contributes to the program.

Road Commissioner Reynolds reported folks receiving the food continue to be very grateful. She also noted she continues to work on road repairs with more flooding from this most recent event. She will continue to work with folks who reserved the Community Hall to squeeze their events around the ones scheduled later.

Clerk/Tax Collector/Registrar of Voters Philippi reports getting busier both from in-person visits and with phone calls. More folks are using the on-line registration and payment opportunities. She noted that taxes are still coming in well. She noted that we should begin thinking about building changes to protect workers and customers as the general "re-opening" process begins. Fire Chief Gillespie will begin exploring how a Plexiglas barrier might be installed.

Health Officer Ray described the challenges the hospital is facing in trying to get caught up on the backlog of surgery cases. She also suggested we simplify the home page to reduce the amount of information there.

* + 1. **Town cash flow – update:** Treasurer Hatfield discussed how a number of line-items are being impacted by the COVID-19 issue and recent weather events. The Selectboard agreed that Jalen should continue with cleaning the cemeteries, but storm-related activities should be paid for from the cemetery CD.
		2. **Donor list for Thank You letter:** EMA Director Brown will work with the Town Office to get the names and addresses of those we want to thank.
		3. **Other:** None.
	1. **Erin Fogg re Baseball Field Maintenance:** This issue will be postponed to a later date.
1. **TA informational items**
	1. **Media stories:** None.
2. **Old Business**
	1. **Town Administrator position - update:** TA Ortmann noted we have received one application. He will contact the applicant to insure it is clear this is an Administrator position and not a Manager one.
	2. **Problematic Subdivision - update:** TA Ortmann will be drafting this letter this week.
	3. **Quigg Island – review draft letters:** The draft letter was signed by Code Enforcement Officer Harriman and will be mailed tomorrow.
	4. **Other:** None.
3. **New Business**
4. **Planning Board resignation:** The Selectboard noted the resignation of Norman Fuller from the Planning Board and asked TA Ortmann to check with HL Whitney to see if she is willing to become a regular member.
5. **Rabies report:** Clerk/Tax Collector/Registrar of Voters Philippi noted the discovery of a rabid feral cat on Fishtown Road. ACO Blood has told us the rabid cat was with two other cats with litters and that all will have to be put down. The Selectboard understands that this is a Town responsibility and asked that ACO Blood find the least expensive way to complete this task.
6. **Other:** None.
7. **"11th hour" items:** None.
8. **Adjournment:** 6:54 PM

Respectfully submitted,

Kenn Ortmann

Town Administrator