MINUTES

LIBERTY SELECTBOARD

October 15, 2018 7:00 PM

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

Carrie Peavey, 2nd Selectman

Henry Hall, 3rd Selectman

**Town Officials:** Administrator Kenn Ortmann, Fire Chief Bill Gillespie

**Guest(s):**  None

1. **Open Public Meeting:** 7:00 PM
2. **Approve Minutes:** Pursuant to review Selectman Steeves moved and Selectman Peavey seconded approval of the October 1, 2018 minutes. Unanimous.
3. **Warrant Review and Approval:** Done.
4. **Officials/Public comments**
	1. **Fire Chief Bill Gillespie re "Jaws" equipment:** Chief Gillespie presented a $4,000 check from Liberty Engine Company 7 to apply toward the cost of the "jaws" equipment. Most of this money was raised during the "boot drive" on Route 3 this past summer.
5. **TA informational items**
	1. **Media stories:** None.
	2. **Revaluation project status report:** TA Ortmann reported that most island properties were visited last week and that he expects most visits will be completed by the end of the month.
	3. **Digital Tax Map project presentation by Aaron Weston, CAI Technologies scheduled for Oct 22:** TA Ortmann confirmed the Selectboard's interest in a presentation at our next meeting.
	4. **Paper shredding event 10/27, 8 to noon:** TA Ortmann noted this event and, with the approval of the Selectboard, we will arrange to have over a dozen boxes of old documents shredded at a cost of $100. Selectman Steeves moved and Selectman Peavey seconded approval of the expenditure. Unanimous.
	5. **Walker School Evacuation Drill using Overlock Room morning of Oct 23:** TA Ortmann noted this scheduled activity. Fire Chief Gillespie noted his continuing involvement with school evacuation drills, the need for continuing improvement, and the appropriateness of the Overlock Room as a temporary shelter for approximately 100 students and a dozen school staff.
6. **Old Business**
	1. **Option for supplementary "cloud" back up:** TA Ortmann will continue to follow up with our alternative idea of a second hard drive.
	2. **Receiving and handling Planning Board applications at the town office:** Selectman Peavey shared her conversation with Planning Board Chair Peter Mallow about the most appropriate and efficient way to handle Planning Board applications submitted to the Town Office. TA Ortmann will be responsible to "scan and send" to the Planning Board and the Board will be responsible to review the applications and identify any deficiencies.
	3. **Approval of Library Door proposal:** TA Ortmann apologized for asking for Library approval of the proposed work bid instead of bringing the proposal to the Selectboard. Pursuant to review Selectman Steeves moved and Selectman Peavey seconded approval of the proposal. Unanimous.
	4. **Other:** None.
7. **New Business**
	1. **Preparation for Veteran's day November 11:** TA Ortmann confirmed there is no particular preparation required for this holiday.
	2. **Snow shoveling arrangements for Town Office:** After discussion, the Selectboard asked TA Ortmann to contact Luke Davis to see if he is interested in submitting a proposal for shoveling around the Town Office and the Community Center (entrances, exits and fuel tanks) stating his hourly rate and any minimum for each visit.
	3. **Approval of Clerk's appointment of Karen Fitzmaurice Election Warden for November elections:** TA Ortmann noted this item was on his annual list of tasks. There were questions about why the Selectboard would approve someone appointed by the Clerk, since most responsibilities are fairly strictly segregated. TA Ortmann said he would research this and bring it back to the next meeting.
	4. **2019 Proposed State Valuation:** TA Ortmann pointed out the State Valuation for Liberty is $137,700,000, which is approximately 15% above what our Commitment shows. The next time Justin McMann visits we can ask him to clarify how the larger number is calculated. If this number is used to determine our contribution to the County or RSU, we want to be certain it is not inflated.
	5. **Draft 2018 MVR:** TA Ortmann shared the draft 2018 MRV. He is expecting one additional change to the BETE reimbursement claim section.
	6. **Set 2019 Annual Meeting date (March 30?):** TA Ortman confirmed that the 2019 Town Meeting date is the last Saturday in March.
	7. **Other:** None.
8. **Other Business**
	1. **Meeting with school representatives:** TA Ortmann noted that School Board Representative Richard Frost and Superintendent Paul W. Austin Jr. will be attending the November 5 Selectboard meeting. The Selectboard asked that the meeting be publicized on our WEB site and the public invited to attend.
	2. **Timing of sports funding with fiscal year:** TA Ortmann offered to explore ways to better synchronize the funding needs of sports teams with our fiscal year.
	3. **Cemetery needs:** The Selectboard asked TA Ortmann to draft a letter thanking Jalen Babin for the excellent work he has done with the cemeteries this year and to ask him for a list of what he believes are the most urgent needs still outstanding.
9. **Adjournment:** 8:33 PM

Respectfully submitted,

Kenn Ortmann

Town Administrator