MINUTES

LIBERTY SELECTBOARD

December 3, 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:** 7:02 PM
2. **Approve Minutes:** Pursuant to review Selectman Hall moved and Selectman Peavey seconded approval of the November 26, 2018 minutes. Unanimous.
3. **Warrant Review and Approval:** Done.
4. **Officials/Public comments:** Fire Chief Gillespie provided an update on the two fatal accidents last week. He noted that with staffing at the Fire Department the response time to each accident was only about 4 minutes. He was proud that even some of the youngest first responders performed in such a professional manner under very difficult circumstances. He explained there was a minister and the Chaplin at the station following both incidents to provide immediate support to first responders. A couple of days later a Crisis Response Team from Bangor spent four hours in a "Critical Incident Debriefing" helping the volunteers to process the events, their feelings and responses.
5. **TA informational items**
	1. **Media stories:** TA Ortmann informed the Selectboard he had been contacted by the media about the two fatal car accidents. It was the day after the second accident so there was very little information available. He shared his understanding that this section of Route 3 is not known as dangerous and he noted the impact on our first responders.

TA Ortmann also noted a detailed article in the Republican Journal about the "firing range" discussion before the Montville Planning Board and suggested we follow the development.

* 1. **Revaluation project status report:** TA Ortmann shared that Mr. Robinson said he would be contacting Shari Irish of Avangrid to address her questions about our assessment versus the declared value for both CMP and MEPCO.

He also noted that as of the previous Thursday we should stop entering new ownership information into TRIO. We will keep the records for Maine Assessment & Appraisal Services and they will make the entries.

TA Ortmann will work with Mr. Robinson to set up a discussion for the December 10 or 17 Selectboard meeting to get a project update and to talk about a date and topics to be covered in a Public Informational Meeting in January.

1. **Old Business**
	1. **Rescheduling warrant planned for 12/27/18?:** The Selectboard discussed making efforts to not delay payroll that would normally be paid on December 24 and to still have a warrant on December 27.
	2. **Other:** None.
2. **New Business**
	1. **Recommendation for new phone system for Town Office:** TA Ortmann explained his investigation into the possibility of an external "auto-attendant" instead of purchasing equipment with that capability. Consolidated Communications does offer that option, but only if we change to a Voice Over Internet Protocol (VOIP) system. It has the disadvantage of being unavailable during power outages when the internet is unavailable, but there is very little Town business that can be completed without internet access anyway. TA Ortmann was asked to explore the costs as compared to the Vtech system.
	2. **New WEB site activation:** TA Ortmann announced the site up and asked to be notified about any problems and suggested changes.
	3. **Consideration of change to Building Notification section 4.2:** TA Ortmann noted a concern about this document defining a structure triggering the need for a Building Notification form as 1,200 ft2. He will research to see if this is a typo or needs to be changed at Town Meeting.
	4. **Renewal of White Moose LLC license:** The Selectboard reviewed the renewal application form and signed it.
	5. **Other:** None.
3. **Other Business:** Selectman Steeves asked that the FY20 budget review process begin at the next meeting.
4. **Adjournment:** 8:32 PM

Respectfully submitted,

Kenn Ortmann

Town Administrator