MINUTES

LIBERTY SELECTBOARD

June 24, 2019 6:00 PM

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

Carrie Peavey, 2nd Selectman

Henry Hall, 3rd Selectman

**Town Officials:** Administrator Kenn Ortmann, EMA Director Elise Brown, Treasurer Hannah Hatfield

**Guest(s):**  None

1. **Open Public Meeting:** 6:02 PM
2. **Approve Minutes:** Pursuant to review Selectman Steeves moved and Selectman Peavey seconded approval of the June 17, 2019 minutes. Unanimous.
3. **Warrant Review and Approval:** Done
4. **Officials/Public comments:** EMA Director Brown confirmed the Dam Emergency Exercise date of Monday, August 12 beginning at 6 PM with the Selectboard joining the exercise following the regular Selectboard meeting. She also asked about Selectboard interest in meeting with Searsmont and Montville regarding the ambulance service. She noted there is additional information about how an independent nonprofit can convert to a municipal department. She will ask Chris Birge to meet with the Selectboard during their July 8th meeting to discuss this issue further.
5. **TA informational items**
	1. **Media stories:** TA Ortmann shared a Republican Journal story about a car accident that closed Pinnacle Road for three hours last Friday night.
	2. **Revaluation project status report:** Garnett Robinson of Maine Assessment & Appraisal Services reports they have listed and entered all properties in the computer, updated deeds, exemptions and have performed a sales study. Staff stopped by the remaining unvisited properties and performed callbacks for everyone available. Staff is completing a computer review and is printing off draft cards for a road/boatside review where they will be fine tuning neighborhood adjustments, topography and building grades to match properties. They are still on track to get the draft property cards out in July. Mr. Robinson also noted they have a large number of additional parcels from their deed research that will require an adjustment to the contract amount. TA Ortmann will forward numbers from the Town, County and School budgets so Maine Assessment & Appraisal Services can include an estimated mill rate for the letters being mailed with the property record card.

TA Ortmann will check with Maine Assessment & Appraisal Services to see how many additional parcels there are and the financial implications.

* 1. **Posting of Browntail Moth info on our WEB site:** TA Ortmann noted that he has posted additional information about this problem on our WEB site and we have information addressing frequently asked questions in the Clerk's office.
1. **Old Business**
	1. **Foreclosed property sales process**
		1. **Advertising & abutter letter:** The Selectboard reviewed the most recent draft and asked for some additional changes. TA Ortmann will get this published in next week's Republican Journal with a bid due-date of July 29. He will be sending letters to abutters and neighbors as well. In light of some missing documentation on a couple of the parcels, we hope publicizing their sale will bring to light germane documents if any exist.
	2. **Other:** None.
2. **New Business**
	1. **Summer Swimming program participant policy:** In response to a question about allowing resident relatives to participate in the Summer Swimming Program, the Liberty Selectboard is not aware of any policy changes. The Selectboard does support limiting participants to Montville and Liberty Town residents if the number of relatives of residents wanting to participate is excessive or creates an unsafe situation.
	2. **Other – Cemetery rehabilitation needs:** Jalen Babin has reported the cemetery on Route 220 is in immediate need of fill to insure sunken gravesites remain secure. The Selectboard is requesting a proposal in writing with an estimate of the cost and anticipates covering the cost of this extra maintenance from the "Cemetery CD".
3. **"11th hour" items**
	1. **Discuss with Treasurer end-of-year process:** Treasurer Hatfield discussed with the Selectboard creating a warrant to finish FY19 salaries, along with the first FY20 warrant. She also shared her anticipation of a learning curve with the new Budgetary Module. The Selectboard is supportive of her contracting for technical assistance if needed.
	2. **Maine Bureau of Unemployment Compensation refund:** TA Ortmann reported the Town will finally be receiving a refund for the $634 of unemployment compensation it was erroneously billed almost a full year ago!
	3. **Map project update:** TA Ortmann informed the Selectboard that Tax Map Coordinator Philippi has been going through subdivision records since 2010 to insure our mapping contractor begins its work with accurate information.
4. **Adjournment:** 7:26 PM

Respectfully submitted,

Kenn Ortmann

Town Administrator