MINUTES

LIBERTY SELECTBOARD

November 4, 2019 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

**Guest(s):**  None

1. **Open Public Meeting:** 6:05 PM
2. **Approve Minutes:** Pursuant to review Selectman Peavey moved and Selectman Steeves seconded approval of the October 28, 2019 minutes. Unanimous.
3. **Warrant Review and Approval:** Done.
4. **Officials/Public comments:** Fire Chief Bill Gillespie reported that he had obtained a copy of a video that appears to show pumpkins containing a burning substance being launched from the Liberty Craft Brewing site. He anticipates meeting with the property owner Sunday to discuss his concerns about this type of activity. He noted he will be meeting with the County Commissioners Budget Committee to present the budget for the "I AM RESPONDING" platform. It is his belief there is support for continuing the program. He also noted the recent JAWS training was very successful.
5. **TA informational items**
	1. **Media stories:** None.
	2. **Revaluation project status report:** Please see discussion below under agenda item 6.c.
	3. **Meeting with Richard Frost, RSU 3 Superintendent Charles Brown and Representative Zeigler to discuss how State laws influence and impact how education costs are apportioned among municipalities scheduled for Nov 18:** TA Ortmann announced that all three individuals plan to attend the November 18, 2019 Selectboard meeting.
6. **Old Business**
	1. **Tax acquired and sold property:** No update.
	2. **Snow shoveling:** Selectman Peavey noted that she has contacted two individuals and is waiting to hear back from them.
	3. **Abatement requests response review:** TA Ortmann presented the abatement denial letters, the letters requesting a property inspection, the abatement notifications, and the two Supplemental notifications that were updated to include information about the appeal process. The Selectboard/Assessors signed each of the documents that TA Ortmann will mail out tomorrow.
	4. **Review of "Application/Agreement for Holding Tank Installation", Map 21 Lot 5, Account 244:** The Selectboard signed the application following CEO Harriman's approval.
	5. **Other:** None.
7. **New Business**
	1. **Assessor's Agent draft contract:** TA Ortmann reviewed the original proposed contract and noted his suggested changes that will reflect this first contract period is for six months from January 1, 2020 through June 30, 2020 to get it in sync with our fiscal year.
	2. **TRIO and MMA training opportunities:** Pursuant to discussion Selectman Steeves moved and Selectman Peavey seconded approval for Treasurer Hatfield to sign up for three TRIO web classes: Payroll Processing, Tax Lien Processing, and Budget Process and Corrections. Unanimous.
	3. Pursuant to discussion Selectman Peavey moved and Selectman Steeves seconded approval for Treasurer Hatfield to sign up for MMA's "Workplace Active threat Defense" workshop with Montville paying half of the cost. The Selectboard is interested in the quality of the training to determine if other staff should also be scheduled for the training. Unanimous. The Selectboard also asked TA Ortmann to set up a regular test schedule for the "panic button" system.
	4. **Other:** None
8. **"11th hour" items**
	1. **TA schedule this week:** TA Ortmann noted that due to a medical appointment this Thursday he will be working Wednesday instead.
9. **Adjournment:** 7:35 PM

Respectfully submitted,

Kenn Ortmann

Town Administrator