DRAFT MINUTES

LIBERTY SELECTBOARD

September 21, 2020 6:00 PM

 Melinda Steeves, 1st Selectman

 Carrie Peavey, 2nd Selectman

Duane Jewett, 3rd Selectman

**Town Officials:** Town Administrator Beth Cohen, Code Enforcement Officer Don Harriman, Town Clerk/Tax Assessor/Register of Voters Gail Phillippi

**Visitors:** Dana Valleau

1. **Open Selectboard Meeting.** 6:05pm
2. **Approve Minutes:** Selectman Peavey Motion to accept September 14, 2020 Minutes, Selectman Jewett 2nd.
3. **Business:**
	1. **Anderson/Hudson (373 Prescott Hill Road) –** Revise letter to Hudsons so the Select board can sign.
	2. **FEMA Grant Update –** Emergency Medical Director Brown not present.
	3. **Keep ME Heathy Grant –** Mr. Jones to deliver supplies and begin work tomorrow (9/22) am. Town Administrator Cohen to comprise list of supplies to be ordered and email it to Select board.
	4. **Revision –** Town Administrator Cohen to let Jenn know we are available to come with them when they do the site visit.
	5. **Phone System –** Town Administrator Cohen to do a comparison sheet for the options. Several recommendations for IT were given (Cody Ward, Chris Carroll, Daniel Misner). Town Administrator Cohen to check with Archangel to see if the Town has a contract of any kind with them.
	6. **Bruce Ray –** Dana Valleau came by to get the Appeal Application. Mr. Valleau will contact Mr. Ray since there is still some missing information.
	7. **Doug Cash/Vatter –** No response from Doug Cash voicemail.
	8. **Wood Lot Question –** Boy Scouts had cleaned up the trail around 5 years ago. Currently some surveying going on around the area. Reynolds suggests sell it when cutting is complete.
	9. **Email to Clerk –** Email from Clerk Phillippi cleared up the issue (followed advice from Jeff Trafton).
	10. **SQL Update from Clerk Phillippi –** Install should happen Wednesday morning. Check all computers for SQL icon. Dog licenses can be done online now. General office fees go down. The State had 18 returned voting machines so we get to use a voting machine for free.
	11. **LVAS Overpayment –** Selectman Steeves spoke with Treasurer Hatfield about taking it off the prepayment. Treasurer Hatfield to check with the Auditor.
	12. **General Assistance Maximums –** Select board must adopt General Assistance Maximums. Selectman Steeves moves to adopt, Selectman Peavey 2nd. Town Administrator Cohen to email confirmation.
4. **11th Hour:**
	1. **Keys for the Back door** – Town Administrator Cohen to have a few extra keys made.
	2. **George’s River Conservatory** – Annette Naegel asked to be on the Agenda September 28, 2020.
	3. **Anne Warren Planning Board Request –** Because Request was denied on June 11, 2020, Ms. Warren has requested a Refund of Fee that was paid. A Motion and Vote was not done so there is a question as to ability to refund. Selectman Peavey to discuss with Planning Board. Table until next week.
	4. **Microsoft License** - Town Administrator Cohen to ask Kenn Ortman.
	5. **Town Ordinance** - After the Fact Permit should be raised to $1000 and Non-Refundable Fees should be written into the Ordinance.
	6. **Special Town Meeting** – Must happen before January 1, 2021. Fire Chief Gillespie should be asked when he will be ready (November 2nd or 9th).
5. **Warrant: Approved.**
6. **Adjournment: 7:53 PM**

**Respectfully submitted,**

**Beth Cohen**

**Town Administrator**