

Town of Litchfield
Select Board
July 23, 2018
Final Minutes

1.0 Convened 6:30; Pledge to Flag; Selectmen, Gary Parker, Chairman, Rayna Leibowitz and Mark Russell; **Staff:** Trudy Lamoreau, Town Manager; Steve Ochmanski, CEO/LPI; Larry Nadeau, Road Comm.; Richard Lane and Tamas Szepsy, Road Advisory Comm; John Upham, FOAA Officer; Pat Soboleski, Senior Center Director; Lezley Sturtevant and Selena Nadeau, Town Office Staff; Renee LaChappelle, **BAR and Guests Present** per the sign in sheet

2.0 Minutes of July 9, 2018 Meeting submitted for final approval. A motion to accept the minutes as drafted was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

3.0 Reports and Correspondence

3.1 Town Manager - A. The computer system is currently in crisis mode! The TO staff worked last Friday to 5:00 PM and got 3 days work entered. Today, they found the work entered on Friday will be lost. TRIO can recover all but the last 2 hours of June's work. The July data has been backed up. TRIO will try to extract certain data. It will take them 2 - 3 weeks and the costs will start at \$2,000. An off-site back-up system has been added, independent of TRIO, so recovery can be done without TRIO involvement in the future.

Trudy would like to close the office to public work next Monday and Tuesday, so concentrated efforts by all can go into recovering from these computer problems. She would advertise and post information that re-registrations and other services can be done online while this process is going on.

The Dell technician who examined our failed server identified a component defect and replaced the defective parts. The TRIO failure apparently has no recourse other than re-entering all the transactions that were lost, and that's what the staff intends to accomplish next week.

Approval was given to have the office closed on Monday and Tuesday.

B. Trudy, The EMA Director and Road Commissioner met with FEMA representatives who were impressed with the data that was provided to them. There was no confirmation of when or how much reimbursement Litchfield might receive, but FEMA did say we met the threshold for assistance.

3.2 Code Officer/Plumbing Inspector -A. Steve's permit report is not ready because he's been engaged in the computer issues.

3.3 Road Commissioner - A. Larry advised the PW crew started on the Oak Hill Road today.

B. Paving the Maxwell Road has been postponed by the contractor to Aug.6 because of the rain expected. Larry will provide the Select Board information about specific dates when he has it.

C. Larry advised the Small Road underdrain has been completed with 175 - 200 feet of culvert topped with dirt to contour the drainage. After the heavy rain of the past few days there appeared to be no erosion issues.

D. Larry advised they have identified a lot of beavers around town. Some are reaching nuisance status. Larry was directed to contact Inland Fisheries and Wildlife to request trapping and removal.

E. Larry was reminded he and his crew need to be diligent in wearing highly visible clothing while working in and near the roads. If purchasing additional shirts is necessary, do it.

3.4 Fire & Rescue - No Report

3.5 Emergency Mgmt. -A. Trudy advised Bruce has ordered the new radio repeater.

B. The meeting with CMP last winter at which they promised new notification protocols soon has not netted any results. Trudy will contact the Kennebec County EMA Office to see if they have any information.

3.6 Assessing Agent - A. Jay was here last week and Ellery is expected this week to complete the spring work.

B. Revaluation efforts are expected to begin in mid-August.

3.7 Transfer Station A. A contractor has been engaged to begin site work for the new concrete pad.

B. Traffic continues to be heavy on Fridays and Saturdays, but Sunday it is still light. A large sign

has been added that says "OPEN SUNDAYS".

3.8 Other Town Committees - The Road Advisory Comm. Chairman, Richard Lane requested efforts be made to recruit a grant-writer to seek grant funding for planned road and bridge work to benefit the town. There are monies being made available that he'd like to see us apply for. Contact will be made with Darryl Ellis to see if he'd be interested in assisting.

4.0 Agenda Adjustments

4.1 Bid Opening - Grinding Oak Hill Road - 7:00 PM

5.0 Scheduled Business

5.1. Rick Gowell - Law Enforcement. Rick was absent (a Rescue Call was just received) but Trudy advised he had talked with her about drug dealing going on in the parking lot of his store, according to patrons coming in. He would like to see increased police presence in town and perhaps re-establishing a local Police Department.

Following discussion, it was proposed that Trudy include information soliciting interest and participating in forming a research committee to look into it and explore law enforcement options in her Sodalite article in September (as the August Sodalite deadline has passed).

5.2 Repurchase Agreement, Map R02 Lt 81A for John Gauthier for \$4,129.59 by paying his \$400 down and \$400 a month or the final amount until it is paid. A motion to approve and sign the agreement was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

5.3 Litchfield Farmers Club, Game of Chance - The Litchfield Farmers Club and Litchfield Sportsmens Club cooperatively offer pull tab gambling tickets at Litchfield Fair. Profits are then divided between the clubs. The state licensing authority requires the municipality to approve the license before they will issue it. This gives the community an opportunity to oppose the licensing, if appropriate. As there have been no identified problems with this licensing after many years of its being held, a motion to approve it was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

6.0 Unscheduled Business

6.1 Bid Opening - Grinding Oak Hill Road - 7:00 PM

This work entails grinding the paved surface of 1.2 miles of Oak Hill Road from the gravel stretch to the Wales town line. Two bids were received. The sealed envelopes were opened by the Chairman.

All States Asphalt	\$23,425.50
Crooker Construction	13,600.80

A motion to accept the bid from Crooker Construction was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0. Larry advised Crooker had indicated if they were awarded the bid they could do the work within 7 days. Larry will call each Selectperson with the details when he has them.

8.0 Appointments and Resignations

8.1 Senior Advisory Committee -The resignation of Roland Morin to the Senior Advisory Committee has been received and confirmed, creating one vacancy. Requests for appointment have been received from Richard Swett and Anne Thompson. Pat Soboleski, Senior Center Director was invited to provide any comments. She advised Mr Swett has not visited the Senior Center to her knowledge. Anne Thompson has participated in activities for several years and teaches a monthly card-making course. A motion to approve the appointment of Anne Thompson was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

8.2 Animal Control Officer - Mr. Clifford Daigle was appointed Animal Control Officer by a motion made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0. Trudy will have a telephone number for him very soon.

9.0 Warrants

9.1 Town Voucher #2 A motion to table at this time because of the computer issues was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

9.2 Town Payroll # 2 for \$19,464.47. A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

11.0 Selectmen/Public Discussion/Communication

11.1 here was further discussion about the merits of backing up the computer system twice a day or backing it up to an external hard drive or thumb drive. Trudy will pose the questions to the IT specialists who know more about it.

11.2 Pat Sobolesky advised the Carol Bailey String Band has been invited to perform at Prospect Harbor on August 1 and also at Litchfield Fair in September. The Senior Steppers will also perform at Litchfield Fair.

12.0 Future Agenda Item

12.1 Feedback on Selectmen's Handbook - Trudy has provided some useful information and work will continue

12.2 Gustin Road and Old Mill Rd Bridges - To Be Removed

12.3 Whippoorwill Road Culvert/Bridge - (Reissue bid request in October)

12.4 Poverty Abatement Policy and Procedures

12.5 Town Voucher #2

13.0 Adjournment at 8:15 PM.

Respectfully Submitted by

Rayna Leibowitz