

Town Of Litchfield
Board of Selectmen
Minutes

Date: September 12, 2016

- 1.0 Convened at 6:35 PM; Pledge to Flag Selectmen Present:** Chairman, Mark Russell and George Thomson.
Selectmen Absent: Tim Lachapelle. **Staff Present:** Trudy Lamoreau, Town Manager; Larry Nadeau III, Road Commissioner; Steve Ochmanski, Code Enforcement Officer/Plumbing Inspector; Bryan Lamoreau, Transfer Station Manager; Stan Labbe, Fire Chief; Guests: **See Attached.**
- 2.0 Minutes of August 8, 2016 meeting** submitted for final approval. **Motion by George, 2nd by Mark,** to approve the minutes as presented. Motion passed 2-0-0.
Minutes of August 22, 2016 meeting submitted for final approval. **Motion by George, 2nd by Mark,** to approve the minutes as presented. Motion passed 2-0-0.
Minutes of September 8, 2016 Special Meeting submitted for final approval. **Motion by George, 2nd by Mark,** to approve the minutes as presented. Motion passed 2-0-0.
- 3.0 Reports and Correspondence:**
- 3.1 Town Manager Report:
A) Spoke with Joan Thomas, RSU#4 Board member, and the Chairman spoke with Jim Hodgkins, Superintendent, concerning the creation of a committee to look at options relating to the funding formula for the Additional Local Revenues.
- 3.2 Code Enforcement Officer/Plumbing Inspector:
A) Presented Permit Log for August. Permit fees of \$650 and estimated increased valuation of about \$570,100.
- 3.3 Road Commissioner:
A) Reported on the preparation of Huntington Hill for the reconstruction.
B) Have begun work on the Winter Sand preparation.

The Chairman at 6:45 proceeded to 4.1 Bid Opening for the Farrin Road Project and the Huntington Hill Paving. There was one bid from Crocker Construction for the Farrin Road and there were two bids for Huntington Hill, from Crocker and from Lane Construction. The Chairman asked the Road Commissioner and the Chairman of the Road Advisory Committee to discuss the bids in a separate room and bring a recommendation back to the Board.

- 3.4 Fire & Rescue:
A) As part of the Androscoggin Task Force the Department responded to a serious fire in Poland.
- 3.5 Emergency Management: No Report
- 3.6 Assessing Agent: The discussion at the September 8 Workshop offered options to the Board for possible mill rates for the Commitment of Taxes (item 5.3).
- 3.7 Transfer Station: things are going well.
- 3.8 Other Town Committees:
A).none
- 4.0 4.1 Bid openings:**
The Road Commissioner rejoined the meeting and presented the following:

Crocker Construction bid of \$88,507.62 for the Farrin Road was within the expected price range of the project.

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The breakdown of the unit price for the paving of Huntington Hill was:

	Crocker Construction	Lane Construction
Shim	\$67.89	\$78.25
Surface	\$64.14	\$69.35
Base	\$63.40	\$66.45

The Road Commissioner recommended contracting with Crocker Construction for both projects.

Motion by George, 2nd by Mark, to award a contract to Crocker Construction for \$88,587.62 for the road work on the Farrin Road. After discussion the motion passed with a vote of 2-0-0.

Motion by George, 2nd by Mark, to award a contract to Crocker Construction for \$164,348 for the Paving on the Huntington Hill Road. After discussion, during which it was made clear that cost of the material that is to be laid next spring will be adjusted by the MDOT Asphalt price index, the motion passed with a vote of 2-0-0.

5.0 Scheduled Business:

- 5.1 Donald Richard is requesting a waiver from the Board on the slope requirements within the Road Ordinance of a proposed driveway on the Stevenstown Road. The site line requirement of 10 feet per MPH of the rated speed limit cannot be met with the 3% slope requirement. It was agreed that a site visit would be necessary to analyze the proposed waiver. The Road Commissioner will meet with Selectmen separately at the site, determine the slope at which the site lines can be met and prepare the appropriate waiver document for signatures. **George moved, 2nd by Mark, to authorize the Selectmen to sign a Road Ordinance Waiver outside of an open public meeting after having met with the Road Commissioner onsite. After further questions and discussion, the motion passed 2-0-0.**
- 5.2 **Mark moved, 2nd by George, that the Selectmen sign the RSU #4 Referendum Warrant to be held on September 21, 2016 at the Town Office. Motion passed 2-0-0.**
- 5.3 Tax Commitment – after discussion, **George moved, 2nd by Mark, to set the mill rate at 16.15 (.01615) and to sign the Tax Commitment documents outside an open Public Meeting. Motion passed 2-0-0.**
- 5.4 Recall Ordinance – At the Workshop on September 8 Mark relayed the opinion of the Town’s Attorney that the Citizen Petition that was presented to the Selectmen at the August 22 meeting was a valid petition. As such the Selectmen would need to hold a Special Town Meeting in which the Citizen Petition would be put to a vote. There was a lengthy discussion that centered on the possibility of the Selectmen including a competing ordinance that would seek to correct perceived deficiencies in the Citizen Petition. The discussion also included various scheduling possibilities for the Special Town Meeting and the Public Hearing that would be required. After the discussion, **Mark moved that the Board call a Special Town Meeting to be held on October 11, 2016 at Libby-Tozier School at 6:45 that includes an article for the Citizen Petition and an article that offers a competing ordinance, and that the Board hold a Public Hearing for both ordinances at 6:45 on September 26 also at Libby-Tozier School. There being no more discussion, the motion passed 2-0-0.**

6.0 Unscheduled Business: None.

7.0 Legal: none

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8.0 Appointments/Resignations:

8.1 George moved to appoint Gerard Bossie to the Appeals Board, 2nd by Mark, and to sign the appointment papers outside an open public meeting. Motion passed 2-0-0.

9.0 Warrants:

9.1 Town Voucher Warrant #5 was presented for \$323,776.93. **It was moved by Mark, 2nd by George, to approve, and sign, Warrant #5. After discussion, the motion passed 2/0/0.**

9.2 Town Payroll Warrant #5 was presented for \$15,109.44. **It was moved by George, 2nd by Mark, to approve, and sign, Payroll Warrant #5. After discussion, the motion passed 2/0/0.**

10.0 Other Business: None

11.0 Selectmen/Public Discussion/Communication:

A) Question about Farrin Road Bridge Grant documents.

B) Question about putting the Purgatory Fire Station roof repair out to bid.

12.0 Future Agenda Items:

12.1 D. Blocher Property

12.2 Street Lights

12.3 Old Mill Road Bridge

12.4 Gustin Road Bridge/Culvert

12.5 Job Description/Mission Statement for the Road Committee

12.6 Purgatory Fire Station roof

12.7 RSU Assessment method discussion

12.8 Return of the 7/14/16 Executive Session working papers

13.0 Adjournment:

Adjourned at 8:09 PM

Respectfully Submitted,

Trudy Lamoreau, Town Manager

Mark Russell, Chairman