

Town of Litchfield
Select Board
August 10, 2020
Corrected Meeting Minutes

1.0 Convened at 6:30 PM; Pledge to Flag; Selectmen: Gary Parker, Chairman, Rayna Leibowitz, Mark Russell; **Staff:** Kelly Weissenfels, Deputy Town Manager; Steve Ochamanski, CEO; Larry Nadeau, Road Comm.; Bryan Lamoreau, Transfer Station Manager; Toby Jutras, Road Advisory Comm.; John Upham, FOAA Officer. Dori Upham, School Committee.

The Chairman, Gary Parker, advised the meeting is being available to the community via interactive telecommunications which allows video and audio participation to those having camera capability using instructions available via the Internet as well as in person attendance, maintaining appropriate social distancing. Voting by the Select Board will be done by roll call and will be recorded in the minutes using their initials and their vote.

2.0 Minutes of July 27, 2020 Meeting submitted for final approval. A motion to approve the minutes was made by Mark Russell, seconded by Gary Parker and voted RL Yes, MR Yes and GP Yes.

3.0 Reports and Correspondence:

3.1 Deputy Town Manager: A. Kelly noted the furniture has been rearranged to facilitate work flow. Moving property files to the conference room makes them more accessible to the Assessing Agent. It is working better.

B. The winter sand bid was published in the newspaper and sent mailed to identified potential bidders.

C. Confirmation has been received from successful bidders from last year that prices for gravel and paving would be honored for this year as well. See 4.1

D. Kelly has spoken with Roger Line, Commander of the William R. Bold Post 181, American Legion regarding the WWII Monument which needs repair or replacement. The Commander will discuss the project with his members.

E. The Maine Turnpike Authority will be sending an invitation to a meeting on Sept. 17 at 2:00 to discuss the 2022 project relating to the Route 197 overpass.

F. Kelly spoke with the Auditor regarding grant monies carrying forward. She advised that they do and there is \$1,642 available to cover the \$1,500 planning grant for the Broadband project.

G. The Town of Litchfield has received \$1,109.75 reimbursement from Gardiner Ambulance for collections.

3.2 Code Enforcement Officer/Plumbing Inspector - A. Steve provided a Permit Log for the month of July. It includes 2 new single family homes. A total of \$650 was collected in fees and the owner identified value of the projects is \$288,100.00.

B. He has received plumbing permit applications for 18 septic systems, 10 of them are for new homes.

C. The vendor for the tax mapping project revised the proposed contract removing the wording relating to the road/street map project. It is not part of this contract. Once the tax map project is completed, another contract will be offered for the road map which is not expected to take very long

to create and not be very costly.

D. A certified letter will be mailed to the property owner of a non-permitted auto sales and illegal junkyard on Route 197 in an ongoing enforcement action.

E. Three proposals for removal of a dangerous building at R02-Lot 016, 2787 Hallowell Road have been received. Two were for \$10,000 plus more (not specified) because of the contents which were unidentified and a third was for \$15,000 because of the contents as he had been allowed inside to assess. The discussion concerned the inequality of the bidders to assess the situation. There was also concerns of rodent control when the building was demolished. Steve will look into that. He is waiting for court action on 2 counts to occur.

3.3 Road Commissioner – A. Larry Nadeau advised the recent wind storm knocked down a tree on Oak Hill that took down a 3 phase wire. Restoration was delayed.

B. The crew is still ditching on Stevenstown Road. They are working with Lindsay to ensure they are not transferring invasive plants.

C. All States Paving has a new salesman. There have been many new ones over the past several years. Larry will meet him on Wednesday. They are continuing to honor the prices on last years contract and would like to do 1,000 tons of paving this year. They are looking for some fall work.

D. Larry felt the Road Advisory Committee had a great meeting and Toby will be reporting on it.

E. Still looking at trucks. Has 2 appointments next week to look at 2 trucks.

F. Got cement blocks for the Transfer Station.

3.4 Fire & Rescue – A. Kelly advised Stan is in Oklahoma for a month.

B. The Fire Dept. had 4 calls in July: a tree, an accident and 2 wires down.

C. Rescue had 6 calls.

3.5 Emergency Management – Kelly will be meeting with the EMA Director on Wednesday to discuss issues, concerns and related matters.

3.6 Assessing Agent – Ellery was here on Thursday. No date yet to set the commitment.

3.7 Transfer Station – A. Bryan Lamoreau, Transfer Station Manager advised he was glad to get the blocks.

B. He provided tonnage figures for recyclables so a cost analysis can be prepared for the next meeting.

C. He is still looking for office options. He found an office trailer for \$375 a month plus \$75 a month for stairs and \$400 for delivery and \$400 for set up. Another two room trailer was found for \$3800 with stairs.

D. Starting to lose the floor in the office. Will try to provide the cost for a new building.

E. Discussed the appropriate forks for the new tractor and will shop for them. He has a bush hog coming. A cement block for the back for a counterweight will cost \$80.

F. 118 tires have been removed. Freon has been removed from refrigeration units.

G. Last Friday and Saturday were the busiest Bryan has seen in 5 years.

H. DEP site inspections set back yet again.

3.8 Other Town Committees: Road Advisory Committee – Toby Jutras, Chairman, reported the Committee met August 6. Would like to recommend 5 potential projects for this year, leaving some funds for the start of the 2021 construction year (\$100 - \$150)

1. Academy Road – Drag shim to Town line, estimate \$100K

2. Dennis Hill Rd – Drag shim Route 126 to Pine Tree Road, estimate \$50K

3. Pine Tree Road – estimate \$50K

4. Stevenstown Road – Drag shim 2 sections, no estimate provided

5. West Road – Overlay to preserve road, \$76K

6. Easy Street – (6th?) Double chip seal, \$50K

Assessment of chip seal roads – Upper Pond Road, Libby Road, satisfied. Buker Road, not as satisfied, but feels the underpinning contributes to more damage by the heavy trucks. There’s been a lot of heavy traffic on Buker with timber harvesting.

Recreation Committee: Tiffany Caton reported via Zoom: A. New dugouts have been completed and they just need to be stained. 2 more are planned for next year. Contractor offered a discount for future years. Hammond Lumber has also discounted lumber. Soccer registrations are being accepted.

Woodbury Pond Park is doing quite well. There has been a fair amount of attendance. No problems.

Broadband Committee – Larry Bell reported via Zoom: Planning activity has started. Dialogue with RSU#4 has started as well.

4.0 Agenda Adjustments

4.1 Extension of Gravel & Paving Bids – L. R. Nadeau will provide gravel and All States Paving will provide paving for the same prices a last year. See 6.1

4.2 Approval of July 13, 2020 Minutes See 6.2

5.0 Scheduled Business

5.1 Maine Municipal Association Voting Ballot – A motion was made to authorize Kelly Weissenfels to respond to the MMA Voting Ballot on behalf of the Board by Rayna Leibowitz, seconded by Gary Parker and voted RL Yes, MR No and GP Yes.

5.2 Approve Tax Map Contract – A check of references resulted in positive responses and high praise. A motion was made to authorize the Deputy Town Manager to sign the contract on behalf of the Board by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

5.3 CBDG Documentation – Kelly advised Mr Lane had been successful in securing the CBDG Grant requested and provided information regarding next steps. A Public Hearing is needed. A motion was made to hold a Public Hearing on August 24, 2020 at 7:00 PM regarding the CBDG Grant by Mark Russell, seconded by Gary Parker and voted RL Yes, MR Yes and GP Yes.

5.4 Dori Upham – Dori expressed concerns about political opinions expressed by Board members during a recent meeting. On election ballots for the position there is no distinctions of political affiliation. Elected local officials should equally represent all citizens. The public health and safety should be the primary consideration at all times.

6.0 Unscheduled Business

6.1 Extension of Gravel & Paving Bids – A motion to renew the gravel contract with LR Nadeau, LLC, of specified standards at the quoted prices of 2019 for 2020 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

A motion to renew the paving bid with All States Paving at the quoted price of 2019 for 2020 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

6.2 Approval of July 13, 2020 Minutes A motion to approve the amended minutes of July 13, 2020 after removing the third sentence of 3.2 B. was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

8.0 Appointments/Resignations

8.1 John Upham – Broadband Committee – A motion was made to appoint John Upham to the Broadband Committee by Rayna Leibowitz, seconded by Mark Russell and voted RL Yes, MR Yes and GP Yes.

- 8.2 Judith Bulliner – Broadband Committee - A motion was made to appoint Judith Bulliner to the Broadband Committee by Rayna Leibowitz, seconded by Mark Russell and voted RL Yes, MR Yes and GP Yes.

9.0 Warrants

9.1 Town Warrant #3 for \$383,673.78 which includes \$313,680.33 for RSU#4 – A motion to approve the Town Warrant #3 for \$383,673.78 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

9.2 Town Payroll #2 \$25,8692.69 A motion to approve the Town Payroll #2 for \$25,862.69 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

12.0 Future Agenda Item

- 12.1 Feedback on Selectman's Handbook
- 12.2 Transfer Station Draft Report of Cost Comparisons (Aug. 24)
- 12.3 R02-Lot 016, 2787 Hallowell Road
- 12.4 R02-Lot 017, 2783 Hallowell Road
- 12.5 Update regarding the new Dispatching protocols
- 12.6 CBDG Public Hearing (Aug. 24)
- 12.7 Town Office Renovation Update
- 12.8 Review and awarding of Sand Bids

13.0 Adjournment at 8:25 PM

Respectfully Submitted By

Rayna Leibowitz