

Town of Litchfield
Select Board
February 28, 2022
Final Meeting Minutes

1.0 Convened at 6:30 PM; Pledge to Flag; Selectmen: Rayna Leibowitz, Clarence Gowell III (identified as Rick Gowell in these minutes); **Staff:** Kelly Weissenfels, Town Manager; Michael Sherman, Fire Chief; Larry Nadeau, Road Comm.; Pat Soboleski, Senior Director; Tamas Szepsy and Richard Lane, Road Advisory Committee Member; Larry Bell, Chm., Broadband Comm. via Zoom; Tom Wood, Chm. Budget Comm. via Zoom and Tiffany Caton, Recreation Director.

Selectman Gowell conducted the meeting in the absence of the Chairman.

2.0 Minutes of Feb. 14, 2022 Meeting submitted for final approval. A motion to approve the minutes as corrected (typo) was made by Rayna Leibowitz, seconded by Rick Gowell and voted 2- 0.

3.0 Reports and Correspondence:

3.1 Town Manager: A. Kelly advised 13 foreclosure notices are ready to be mailed Tuesday. Property owners have until April 9 to pay the taxes in arrears to avoid foreclosure.

B. A set of tasks for the Clerk of the Works position has been developed.

C. A letter questioning the Animal Shelter was received. Kelly visited the shelter and talked with the operator. He is satisfied with the outcome. He will provide a copy of his response to the letter-writer at the next meeting.

3.2 Code Enforcement Officer/Plumbing Inspector – A. Steve was out sick today.

3.3 Road Commissioner – A. Larry advised he was very pleased with the performance of the Public Works crew this winter. They have worked long hours and have done a good job. Several people attending the meeting added their kudos as well.

B. There was a storm last night and another expected every 2 – 3 days for the next two weeks. Enough already!

C. Larry advised that in spite of the news reports he has had no problem getting salt and we have adequate sand in the lot. The sand/salt shed is empty but sand will be moved in and mixed with salt to be ready for the next event.

D. There was a question about the reliability of recent truck inspections by the state certified inspector, so Larry had the MDOT inspectors come look over our trucks. One hose needed replacement and that has been done. The inspectors were complimentary regarding the amount of maintenance that is being done.

E. Larry got a truck last year and is putting in for another one this year. The availability of getting a truck chassis is an issue. Prices are fluctuating wildly.

F. Larry is considering putting in for a new grader.

G. When asked about the trucks, he reported the Ford truck runs but the sander seizes up. The 2007 is in good shape but needs a body.

H. A resident complained about the PW trucks idling at the Town Garage but the Road Comm and several present advised it is not a bad practice and does not harm the truck.

I. A correction was made regarding the overhead door in the sand/salt shed – the cable broke as it was being opened. It is now repaired.

- 3.4 Fire & Rescue – A. Chief Sherman advised the trucks are in good repair.
- B. Repairs and maintenance are scheduled for the RTV.
- C. There were two bad accidents on the Turnpike that the FD responded to.
- D. Chief Sherman reminded all that private roads and driveways need to be kept passable for emergency response vehicles.
- 3.5 Emergency Management – No report
- 3.6 Assessing Agent – The Agent worked on updating deeds last week. A draft of the next contact with the assessing agent firm has been requested.
- 3.7 Transfer Station – A. John Upham, Acting TS Manager, provided a written report.
- 3.8 Broadband Committee – A. Larry Bell, Chairman, advised the final review of the Spectrum Charter Franchise Agreement has been done and it is back in Spectrum’s hands.
- B. Redzone’s informational meeting had 49 attend in person or via Zoom. 96 have registered or signed up to date. Over the next few months they will be completing work for June installations.
- C. There was discussion about sharing Redzone information using various platforms, organizations and businesses.
- 3.9 Other Town Committees – The Budget Committee – Tom Wood, Chm. advised the February meeting was canceled. He met with Smithfield Plantation and Litchfield Academy Trustees to explain the Enterprise Account reporting system and processes and would be happy to meet with any others who want the info.

4.0 Scheduled Business

4.1 Gardiner Public Library budget review (Justin Hoenke, GPL Director) The proposed budget for Litchfield for FY 23 is \$25,609 which represents a \$1,571 increase. Justin advised the Library is now open on Saturdays, they hope to reopen on Tuesday evenings soon and the Childrens’ Room on open certain days. They are building a digital library which connects to the State Library, digital archives of historic newspapers, cloud library access to ebooks, Hoopla – a Netflix-like service for libraries and the Maine Dept. of Labor will assist residents to develop resumes and find jobs. The building belongs to the Library Association so no town funds go to maintaining it. Justin will pull together information about the number of uses of library serves provided to Litchfield residents for the town website and Facebook to help voters better understand how important the library is to our residents and students. The Drive Through window is still open and they have access through Minerva to over 6 million books, articles and “pieces” of information, available to cardholders.

4.2 Bid Opening – Gravel B, Gravel D, Paving – 7:30 pm The following **Paving** bids were opened:
 All States Construction \$87.40 /ton for 1,000 tons, hand paving - \$160.00/Ton, Butt joint - \$16.50/ton, asphalt cost \$650/ton
 Crooker Construction – 19mm - \$86.00/ton, 12.5 mm \$96.00/ton, Butt joint - \$25.00, 9.55 - \$195.00
 The bids have been referred to the Road Commissioner and Road Advisory Comm. for review and recommendation on 3/14/22.

The following **Gravel** bids were opened:

Type B Gravel

- Pike Industries – for 725 units - \$13.00 **per ton**, \$6.90 **per ton** delivery charge
- LR Nadeau, Inc - \$15.25 **per yard** picked up and \$20.75 **per yard** delivered
- Shaw Brothers - \$16.50 **per yard** picked up, \$23.50 **per yard** delivered

Type B Gravel - A motion to award the bid to LR Nadeau Inc for \$15.25/yard picked up, \$20.75 /yard

delivered was made by Rayna Leibowitz, seconded by Rick Gowell and voted 2 – 0.

Type D Gravel

Pike Industries - \$9.65 **per ton** picked up, plus \$6.90 **per ton** deliver charge

LR Nadeau, Inc -\$12.95 **per yard** picked up, \$19.25 **per yard** delivered

Shaw Brothers - \$14.25 **per yard** picked up, \$21.25 **per yard** delivered

Type D Gravel - A motion to award the bid to LR Nadeau Inc for \$12.95 /yard picked up, \$19.25 /yard delivered was made by Rayna Leibowitz, seconded by Rick Gowell and voted 2 – 0.

4.3 Choose dates/times for Town Manager, Public Works Director performance reviews – March 21 at 9:00 for Larry followed by Kelly’s evaluation

4.4 Review/Approve request for bid, Window Replacement, Litchfield Academy – Modifications were made to change the date to March 28, clarify the language in Section II, A. that “The successful bidder will be responsible for supplying, measuring, ordering and purchasing the required windows.” and Section II, B. making pre-inspection a requirement and offering Monday, March 14 from 10:00 to noon as a time for such pre-inspection or another date/time by appointment with contact. Information provided. A motion to approve the amended bid was made by Rayna Leibowitz, seconded by Rick Gowell and voted 2 – 0.

4.5 Review/Approve request for bid, Road Grinding – A motion to approve the bid form as discussed and modified to be received and opened on March 28 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 2 – 0.

4.6 Repurchase agreement R14-001-8, R14-001-9 (R. Evans) – for 24 months each on R14, Lot 001-8 for \$3,572.19 and R14, lot 001-7 for \$6,555.33. A motion to accept the repurchase agreement was made by Rayna Leibowitz, seconded by Rick Gowell and voted 2 – 0.

4.7 Agreement to grant MDOT paving contractor permit for overweight vehicles (Rt 9, Feb 24 MDOT ltr) Following discussion, a motion to approve the MDOT contractor for overweight permit was made by Rayna Leibowitz, seconded by Rick Gowell and voted 2 – 0.

4.8 Budget review - Recreation, Sr. Center, Fire/Rescue, Emergency Management, Misc. (Cemeteries, Newsletter, Library,)

5.0 Unscheduled Business

6.0 Appointments/Resignations

7.0 Warrants The Town Manager explained the change in the Town Warrant numbering sequence as the TRIO program internally numbered the RSU #4 Warrant item consecutively while the Town Manager was using the month as an identifier.

7.1 Town Warrant #21 for \$37,847.76 – A motion to approve Town Warrant #21 for \$37,847.76 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 2 – 0.

7.2 Town Payroll #17 \$24,524.66 – A motion to approve Town Payroll #17 for \$24,524.66 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 2 – 0.

8.0 Selectmen/Public Discussion/ Communication

9.0 Future Agenda Item

9.1 Feedback on Selectmen's Handbook

- 9.2 R02-015, 2793 Hallowell Road
- 9.3 R02-017, 2783 Hallowell Road
- 9.4 Budget Committee Suggestions
- 9.5 Safety Flaggers
- 9.6 Award of Boston Post Cane to Eugene Thompson
- 9.7 Budget Committee – Resignation (R. Harmon, - formal notification anticipated)
- 9.8 Purchase of Jersey Barriers from MTA
- 9.9 Litchfield Academy Window Replacement Bid - March 28
- 9.10 Grinding Bid – March 28
- 9.11 Pavement Bid Award – March 14

10.0 Adjournment at 9:18 PM

Respectfully Submitted By

Rayna Leibowitz