

HP

Lebanon, Maine
Select Board
Town Office Conference Room
Minutes –Meeting
March 30, 2023

Members Present

HP Paul Philbrick – Chairman
Ernest Lizotte, Jr. – Selectman **EXCUSED**
Shelli Boucher – Selectwoman
MW Michael Walsworth – Vice Chair
C Richard Harlow III – Selectman

Others Present

Teri Poirier Jeri Basko
Dave Adam Dottie Bebris
Laura Bragg
Chief Flynn
Deborah Wilson

For complete meeting minutes please view the meeting in full at <https://www.youtube.com/c/TownofLebanon>

NEED INFORMATION FROM BEGINNING

6:00 Public Participation – Deborah Wilson asked the Board where the Town is with the Marijuana Rebate money application. Ms. Wilson discussed various events in town. Charles Crowley addressed the Board regarding the Code Officer. Mr. Crowley has tried to reach the Code Officer with regards to Shoreland Zoning violations but hasn't been able to connect. Mr. Crowley was never informed about the situation and he is an abutter. The address is 120 Prospect Hill and is 25-1 on Map 13. There is a river running through it and there is an excavator parked there and has been since last fall. Selectman Harlow will look into this. Dave Adam wanted to let everyone know that they now have 9 players and that means they have a team.

6:15 Chief Flynn updated the Board on various things happening with the Fire Department. The Grant Writer is working on a Fire House Subs Grant. Chief discussed that the washer at the station is actually and extractor and they will be able to wash their gear here now. Chief advised that the vehicles have been inspected and work done on them, they should be all set for a while. There is a recall from GMC, Chief will find out if it is for the fire department vehicle or highway.

6:27 Agenda – Teri Poirier thanks the Board for the work they do. Ms. Poirier explains that she has a music venue on her property. She is here to be proactive due to issues in the past. Ms. Poirier invites anyone that would like to come to see her property to do so. Ms. Poirier address an event that she had in February and it was a large turnout. There were vehicles parked on the side of the road. A neighbor called the police and the Sheriff stated that the cars were legally parked. Ms. Poirier doesn't want to upset the neighbors and would like assistance from the town on ideas. Ms. Poirier doesn't want to put financial burden on the Town. Ms. Poirier is asking for the street signs to be moved to the other side. She would like any recommendations.

6:40 Unfinished business reviewed.

Vice Chair Walsworth opened and reviewed the bids for work at the Transfer Station (they are attached to these minutes). Selectman Harlow motioned to award MJ Construction via Momentum Network the roof bid for \$3644.84. Selectwoman Boucher seconded. Vote taken; vote carried. Selectman Harlow motioned to award the gutters (compactor portion) to M&K for \$430.00. Vice Chair Walsworth seconded. Vote taken; vote carried. Selectman Harlow motioned to accept Loranger bid of \$0.00 per Momentum Network. Vice Chair Walsworth seconded. Vote taken; vote carried.

Selectman Harlow addressed a Marijuana application who has applied for an extension for 2 licenses – a tier 1 and tier 2. In August his licenses expired in September. The applicant paid and then stopped payment on the check. We contact him and didn't get a response. Out of the blue this week he asked for an extension. Chair Philbrick stated that we did give extra time due to the problems we were having with staffing but he was the one that stopped payment. Chair Philbrick feels that he should start over, Selectman Harlow agrees. Chair Philbrick motioned to have the business start the process over. Selectman Harlow seconded. 3 in favor (Philbrick, Boucher, Harlow) 1 abstain (Walsworth)

Chair Walsworth discussed the Fraternization Policy and that he will work with Human Resources on this. This will wait until the end of June. Chair Philbrick answered Deb Wilson's questions regarding the marijuana refund and that it will be at the end of June.

7:40 Selectman Walsworth motioned to enter into Executive Session for Personnel Matters Pursuant to 1 M.R.S.A. § 405 (6) (A). Selectwoman Boucher seconded. Vote taken; vote carried.

7:54PM Vice Chairman Walsworth makes a motion to exit executive session. Chairman Philbrick seconds the motion. Vote taken; vote carried 4-0.

Chairman Philbrick makes a motion to appoint applicant P03-30-1 to a full seat position to the Appeals Board. Term limit to be determined. Selectman Harlow seconds the motion. Vote taken, 0 yes, 2 no, 2 abstain, vote NOT carried.

Chairman Philbrick reads a statement into the record explaining his vote.

Chairman Philbrick makes a motion to appoint applicant P03-30-2 to a full-time position on the Appeals Board. Selectman Harlow seconds the motion. Vote taken; vote carried 4-0.

Chairman Philbrick makes a motion to appoint applicant P03-30-3 to a full-time position on the Appeals Board. Selectman Harlow seconds the motion. Vote taken; vote carried 4-0.

8:01PM Chairman Philbrick makes a motion to enter executive session for personnel matters pursuant to 1 M.R.S.A. 405 (6)(A) for a grievance. Selectman Harlow seconds the motion. Vote taken; vote carried 4-0.

8:37 PM Vice Chairman Walsworth makes a motion to exit executive session. Selectman Harlow seconds the motion. Vote taken; vote carried 4-0.

8:40PM Individual selectman Issues.

Vice Chairman Walsworth-

- i. Grant writing Committee- The Town is not eligible for Steven King grant as the town can only apply every few years. The committee is looking into grants for the ball field, stream crossing grants.
 - ii. Vice Chairman Walsworth met with librarian Ms. Marcie at the library for the first time and had a great conversation.
 - iii. Charter Commission- selectman can run to be elected members to the charter commission if there is not a quorum of Selectman.
- b. Selectwoman Boucher-
- i. Met with Mr. Bozak of the Conservation commission about leading up the project on Northeast Resource Recycling Association. The commissions next meeting is April 20th, 2023. Mr. Patnoe from the CO-OP would be willing to attend through ZOOM if he can. Selectwoman Boucher reaching out to Mr. Pat Smith of Milton if he would be willing to attend as well.

- ii. Wondering who to put as point of contact for the town to the CO-OP. Selectman Boucher will assume that roll.
 - iii. Selectwoman Boucher met with the owner of New Bridge Marina about the bridge and handed over the questions from the department of Transportation. Mr. Bill (Owner) will email Selectman Boucher with any questions or concerns.
- c. Chairman Philbrick-
 - i. On referendum questions that are not a budgetary item the Board of Selectman do NOT vote says MMA.
 - ii. Comcast is presenting on April 20, 2023, at 7:00PM at the Lebanon Elementary School. The board needs to find a way to stream the presentation.
 - iii. The town is reaching out for salt bids.
 - iv. The Election staff is asking for sheriffs' coverage for the whole day on election day 8AM to 8PM.
 - 1. **Vice Chairman Walsworth makes a motion to pay for a York County Sheriff detail from 8AM to 8PM on June 13, 2023, for the election to be held at the Lebanon Elementary School. Selectman Harlow seconds the motion. Vote taken; vote carried 4-0.**
- 2. Review of Minutes-
 - a. None
- 3. Paperwork-
 - a. Chairman Philbrick reads an email from Deborah Wilson stating her resignation from the Appeals Board March 23, 2023, at 6:00PM
 - b. **Chairman Philbrick makes a motion to accept Deborah Wilson's resignation from the Appeals Board on March 23, 2023, at 6:00PM. Vice Chairman Walsworth seconds the motion. Vote taken; Vote carried 4-0.**
- 4. 9:06PM Chairman Philbrick makes a motion to adjourn. Vice Chairman Walsworth seconds the motion. Vote taken; vote carried 4-0.

Lebanon Momentum Network Transfer Station Quote

25 Bigelow Rd.
Lebanon ME 04027
(207) 608-7715

- ① Repair/Replace Rotten wood
on Attendant building
MJ Construction
- ✓ ② Repair broken cross bracing
on compactor overhang
MJ Construction
- ✓ ③ Replace roof shingles + related
materials
MJ Construction
- ④ Remove mold on compactor
rafters / power wash
Loranger Painting
- ⑤ Paint wood over compactors
after powerwashing
Loranger Painting
- ✓ ⑥ Repair + Replace Gutters
M+K Property Servicing
- ⑦ Protect Exposed sides of LDL
headers over compactors
MJ Construction
- ⑧ Bumpers - Undetermined
without better specs -
- ⑨ Clean + Powerwash compactor
areas
Loranger Painting

- ⑩ Repair/Replace Doorknobs
MJ Construction
- ⑪ Repair/Replace vent stack
(not quoted)
- ⑫ Security System
(not quoted)
- ⑬ Move electrical fixtures
MJ Construction

Total ^{Quotes} ~~Quotes~~ \$4,074.84

Total bid - \$4,200⁰⁰

Lebanon Momentum Network
Deborah Wilson
25 Bigelow Rd
Lebanon ME 04027
(207) 608-7715

purchase order

Loranger Painting & Renovation

Michael Williamson
113 little river road
Lebanon ME 04027
cell 603-275-3119

INVOICE NO. 1
DATE February 18, 2023
CUSTOMER ID

lorangerpaintingrenovation@gmail.com

TO

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
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Pressure washing and painting at the transfer station.

I will cover all materials for the pressure washing of the building and structures that need cleaning. I have access to plenty of paint for what needs to be done. My company is a family run company that's been around over 60 years. I've been painting and doing construction for almost 30 years. I am fully insured for anything that I do for work. All repairs need to be done before the pressure washing and paint can be done.

thank you

Mike Williamson

(the pressure washing and painting is for all structures and container areas)

Quotation prepared by: _____

This is a quotation on the goods named, subject to the conditions noted below:
(Describe any conditions pertaining to these prices and any additional terms of the agreement.
You may want to include contingencies that will affect the quotation.)

To accept this quotation, sign here and return: _____

SUBTOTAL

SALES TAX

TOTAL

THANK YOU FOR YOUR BUSINESS!

purchasing order

M&K Property Servicing

74 Merchants Row
Lebanon, ME 04027
207-651-9592

Estimate

Submitted on 02/19/2023

Lebanon Transferr Stati

Description	Qty	Unit price	Total price
104ft of rain gutter with hardware	1	\$430.00	\$430.00
			\$0.00
			\$0.00
			\$0.00
Notes: Remove Existing gutter and replace with gutters running the full length of each side of transferr station building with downspouts at all 4 corners		Subtotal	\$430.00

\$430.00

purchase order

MJ's Construction LLC

1264 Carl Broggi HWY
Lebanon, ME 04027

Estimate

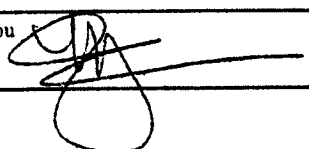
Date	Estimate #
2/21/23	1333

Name / Address
Town of Lebanon 15 Upper Guinea Road Lebanon, Maine 04027

Project
Transfer Station

Description	Qty	Rate	Total
Transfer Station: labor for 8 sq roof stripping of no more than two layers, clean up of debris to appropriate recepticals at the transfer station, ice and water over center of roof for heated office/bathroom area, triflex on the unheated areas to left and right of office space, labor for install of 8 square of new shingles with drip edge	8	300.00	2,400.00T
Transfer Station: 25 bundies of shingles ~ 5 Drip edge ~ Roofing nails ~ Ice and water ~ epila and 4 bundles of starter 3 tab shingles plus tax and 10% mark up for price changes		1,974.32	1,974.32T
Materials 10% mark up for price changes (Materials will be 100% at cost to the town confirmed via invoice)		-179.48	-179.48T
Company discount for labor		-1,000.00	-1,000.00T
# 13 Add → move electrical fixtures		@ 300.00	300.00
# 2 Repair cross brace		@ 100.00	\$100.00
# 10 Replace door knobs x2		@ 50	\$50

Thank you



Subtotal \$3,194.84

Sales Tax (0.0%) \$0.00

Total \$3,194.84

\$ 3,644.84



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/21/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Batchelder Bros. Insurance 851 Main Street Sanford, ME 04073	CONTACT NAME: Gregory Thayer	
	PHONE (A/C, No. Ext): (207) 324-2060	FAX (A/C, No): (207) 324-0305
INSURED MJ's Construction LLC 1264 Carl Broggi Hwy Lebanon, ME 04027	E-MAIL ADDRESS: info@batchelderbros.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: James River Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		


COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR LTR	TYPE OF INSURANCE	ADOL INSD	SUBR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			00122061-0	07/07/2022	07/07/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of Insurance

CERTIFICATE HOLDER Town of Lebanon 15 Upper Guinea Road Lebanon, Maine 04027	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Javalley
BUILDING SUPPLY

Middleton
BUILDING SUPPLY

Newport, NH

151 Sunrise Street
PO Box 267
Leopold, NH 03773
603-863-1050
Fax: 603-863-3964

Claremont, NH
Pleasant & Mulberry St.
PO Box 396
Claremont, NH 03743
603-543-0123
Fax: (603)-543-1592

W. Lebanon, NH

Colonial Plaza
5 Airport Road Unit 2
West Lebanon, NH 03784
603-298-5641
Fax: (603)-298-5809

Walpole, NH

40 Meadow Access Lane
Walpole, NH 03608
603-445-5953
Fax: (603)-445-3185

Middleton, NH

Middleton Building Supply
5 Kings Highway
Middleton, NH 03867
603-473-2314
Fax: (603)-473-8531

Dover, NH

Middleton Building Supply
58 Old Rochester Road
Dover, NH 03820
603-742-8200
Fax: (603)-742-5528

Meredith, NH

157 Main Street
Meredith, NH 03253
603-279-7911
Fax: 603-279-7125

Hampton, NH

864 Lafayette Road
Hampton, NH 03842
603-926-7626
Fax: 603-826-6074

Rutland, VT

48 Wintered Road
Rutland, VT 05701
802-775-0834
Fax: (802)-775-8535

Ludlow, VT

Industrial Park
Pleasant Street Ext.
Ludlow, VT 05149
802-228-4665
Fax: (802)-228-5624

Preferred Building Systems

143 Tweed Rd.
Charleston, NH 03743
603-372-1050
Fax: 603-372-1001

Please visit us at: www.javalleys.com

SOLD TO

MJ'S CONSTRUCTION LLC ESC
1264 CARL BROGGI HWY
LEBANON, ME 04027

S H I P L E B A N O N T R A N S F E R
T O

CASH ACCOUNT ESCROW

CASH

PAGE 1 DOVER STORE
COUNTER QUOTE
DV1897796
207-339-3105
ESTIMATE
DELIVERY
03/30/23

ORDER DATE	SOLD BY	DESCRIPTION	ACCOUNT #	SALES	CUSTOMER KEY	SHIP DATE
2/21/23	LISA PRECHTL		CA74975	CET		
Ordered	Item Number	DESCRIPTION	UOM	UNIT PRICE/CUST PRICE	QTY SHIPPED	TOTAL
25	IKOCDB	IKO CAMBRIDGE AR DUAL BLACK LIMITED LIFETIME	BDL	40.49	38.47	961.75
15	8GWDRIIP	3 BDL/SQ-FIBERGLASS-METRIC SIZE DRIP EDGE WHITE GALV 8"X10'	PC	12.87	12.23	183.45
1	RF125	GENERIC 1-1/4" ROOFING NAIL (7.2M)	BOX	69.00	65.55	65.55
1	BITH	GRACE ICE&WATER ROOF UL 3'X66.7' (25Q)	RL	198.00	188.10	188.10

Materials @ Cost

CONTINUED



ROUTE

DATE: 2-20-23

Re-Route 3-28-23

TO Name: Town of Lebanon (TRANSFER STATION)
 Address: 15 upper Guinea Rd
 Town: Lebanon ME 04027 ATT: Mike WALLS Worth

JOB DESCRIPTION	PAYMENT TERMS
<u>Lebanon Transfer Station</u>	Materials: Payment up front unless provided by customer.
<u>Remodeling EXTERIOR</u>	Labor: 50% due at start, 50% due at project completion

LABOR OR MATERIAL ITEM	HOURLY	"MATERIAL" COST
	<u>\$85.00</u>	
② Beam, ② 2X10X14' PT	COST	<u>\$125.00</u>
① Replace ① Double Floodlight	COST	<u>\$60.00</u>
② Replace 32" CRUSHED GUTTER	COST	<u>\$100.00</u>
① Replace BROKE 3" PVC Elbow -	COST	<u>\$30.00</u>
EXTERIOR stink pipe!		
④ Replace some ROTTED Facer-		
boards 1X8" and 1X4" boards	COST	<u>\$200.00</u>
WRAP ALL Facer board ALL		
AROUND building White		
Alumin METAL	COST	<u>\$350.00</u>
TOTAL	MATERIAL	<u>\$835.00</u>
LABOR	<u>28 hr</u>	<u>\$2,380.00</u>
SUBTOTAL		<u>\$2,380.00</u>
COST MATERIAL		<u>\$835.00</u>
TOTAL		<u>3,230.00</u>

THANK YOU FOR YOUR BUSINESS!



ROUTE

DATE: 2-20-23

TO Name: TOWN OF Lebanon, TRANSFER STATION

Address: 15 upper GUINER Rd

Town: Lebanon ME 04027

ATT: Mike WALLS Worth

JOB DESCRIPTION	PAYMENT TERMS
Lebanon Transfer Station	Materials: Payment up front unless provided by customer.
Remodeling EXTERIOR	Labor: 50% due at start, 50% due at project completion

LABOR OR MATERIAL ITEM	HOURLY [#] 85.00	LINE TOTAL
Replace Rotted 2"X10"X14'		
Beam, @ 2X10X14' PT		
Replace ① Double Flood Lite		
Replace 32' CRUSHED GUTTER		
Replace Broke 3" PVC Elbow -		
EXTERIOR stink pipe!		
Replace some Rotted Facer-		
boards 1X8" and 1X4" boards		
WRAP ALL Facer board ALL		
AROUND building White		
Alumin METAL		
INSTALL ④ Rubber Chock bumpers		
Top of Beam.		
LABOR: 28 hr		[#] 2,380.00
	SUBTOTAL	[#] 2,380.00
	COST MATERIAL	[#] 950.00
	TOTAL	3,330.00

THANK YOU FOR YOUR BUSINESS!