

Town of Litchfield  
Board of Selectmen  
Minutes, April 24, 2017

1.0 Convened 6:30; Pledge to Flag; Selectmen: Mark Russell, Chairman, George Thomson, Rayna Leibowitz, Staff: Trudy Lamoreau, Larry Nadeau II, Selena Nadeau, Tiffany Caton, Bryan Lamoreau, Bruce Slattery, Pat Soboleski, Rodney Allen, David Blocher, Richard Lane, TamasSzepsy, Stan Labbe, Tina Gowell, John Upham, Vicki Russell, Dick Cutliffe, Kelly Weissenfels, Diana Larrabee and Guests Present as identified on the attached sign in sheet.

2.0 Minutes of April 10, 2017 Meeting submitted for final approval.

Gary Parker's name was omitted from the list of attendees because he had failed to sign the attendance sheet. It will be added. 5.1.A - Approval was not requested or given. It was informational only. Corrected. A motion to approve the minutes as corrected was made by George Thomson, seconded by Rayna Leibowitz and voted 3-0.

3.0 Reports and Correspondence

3.1 Town Manager

A. A mobile home owned by the Town due to foreclosure is located on a property owned by the Marion MacInnes Estate. The estate wishes to sell the lot and the mobile home must be moved. Trudy advised the tenant is \$87 short of repayment of the lien and has received an eviction notice. He is not living in it at the present time but plans to pay it off and move it to a mobile home park in the near future. The Attorney for the Estate, Mr Klein-Golden, will work with Trudy as directed by the Chairman, to resolve the matter.

B. Taxes are coming in well. The front office has been very busy.

C. The employment contract with the Town Manager was signed by the Board members.

D. Trudy advised the Code Enforcement Officer is absent due to a personal matter and is expected to return later this week.

3.2 Code Officer/Plumbing Inspector

3.3 Road Commissioner

A. Larry advised Public Works crew-members will be removing the plows tomorrow. They are doing some grading of gravel roads and cold patching. Little Drive and Dingley Road still need to be done. Oak Hill Rd doesn't have much gravel on it.

B. The plantings (40 Sweet Ferns) were done today on the Ferrin Road by Lindsay Nelson and Richard Lane. He advised the deck of the bridge should be swept and sealed. He will contact Terry Averill for the name of the sealer used on the Woodbury Pond Dam.

C. An excavator is being rented for the summer. There are several cross culverts (Pine Tree Rd and Upper Pond Rd) that it will be used for as well as ditching.

D. Larry advised he has learned that calls have been made to Calderwood Engineering and the equipment rental business by a man posing as an employee of his asking questions including regarding Larry's personal business. The name of the individual is known. It is inappropriate for those calls to have been made.

E. Larry is asking Calderwood Engineering to address the culvert/bridge on the Whippoorwill Road. This would be targeted for work in 2018 and it would be useful to seek a grant for some of the costs. There was discussion about Dig Safe (free) and Dig Smart (fee) services to locate the fiber optic cables in the area.

F. Maxwell Road discussion - The Maine Turnpike Authority has closed the road to rebuild the overpass. It would not be a good time to be working on the road as both projects would interfere with the other. The Town plans to work on Maxwell Road next summer (2018)

**3.4 Fire & Rescue**

A. Chief Labbe advised the Department has been very busy with fires, mutual aid and responding to a head on collision on Route 197. There was a firefighter training session **Sunday** at The Birches Campground where a large pile of brush was burned at their request. About 20 firefighters benefitted from the training.

**3.5 Emergency Mgmt. - Bruce advised the antennae at the Town Office is expected to be changed out within 6 weeks.**

**3.6 Assessing Agent - The Homestead Reimbursement paperwork has been prepared for the Board to sign - see 6.2**

**3.7 Transfer Station**

A. Bryan reported there has been a lot of brush brought in. He is looking for a chipping service. A lot of leaves have also come in. DEP is sending a staff member knowledgeable about composting to advise him.

B. Contrary to the information on the Facebook posting, the Transfer Station **WILL** accept checks for the disposal charges for items. Cash is accepted as well. Funds received are delivered to the Town Office and deposited into the General Account.

C. There is a Drug Take Back scheduled for **Saturday, April 29 from 10 AM to 2 PM** at the Transfer Station as well as several locations around Central Maine.

**3.8 Other Town Committees**

A. Pat Soboleski reported the Senior Center is hosting an Open House on **Saturday, 10 2**, with music, demonstrations, food and raffles. All are welcome.

B. Dave Blocher reminded folks the Road Clean-up, sponsored by the Litchfield Community Action Coalition, will be held on **Saturday, May 6** with a hot dog lunch at the Fire Station. Volunteers welcome.

**4.0 Agenda Adjustments**

**6.1 Tree Removal bid for Upper Pond Rd**

**6.2 Homestead Reimbursement Form**

**6.3 Spirit of America Award**

**5.0 Scheduled Business**

**5.1 Repurchase Agreements**

A. Norman Comeau, Jr, \$3906.80 owed, paying \$597.28 down and \$275/ month for 12 months to pay off. Motion to approve agreement was made by Rayna Leibowitz, seconded by George Thomson and voted 3 - 0.

B. Earl and Ellen Severance Map R3, Lot 32A- \$3026.96 owed, paying \$500 down and \$200/month for 12 months to pay off. Motion to approve agreement was made by Rayna Leibowitz, seconded by George Thomson and voted 3 - 0.

C. Belinda Gunnells Map U9, Lot 7, \$3925.95 owed, paying \$2000.00 down, \$160/ Month for 12 months to pay off. Motion to approve agreement was made by Rayna Leibowitz, seconded by George Thomson and voted 3 - 0.

5.2 Kim Renken - Excise tax refund on purchase of leased vehicle - Trudy requested some more information from her regarding the details of the transaction. After learning the information provided, the Board took no action.

5.3 Poverty Abatement - The case was discussed with the Assessing Agent and he recommended taking no action. The Board took no action.

5.4 Judith McPherson - Tax discount for property use - The situation was discussed with the Assessing Agent who advised none of the towns he works with offers such a discount and does not recommend it. Larry will talk with the property owner but if they will not allow us to continue using the property to turn around on, other arrangements will be made.

5.5 Board Members Stipend increase - Discussion and an informal survey of attendees resulted in encouragement to put the matter on the Town Warrant for voters to approve or reject. A motion to approve its inclusion made by Rayna Leibowitz, seconded by George Thomson and voted 3 - 0. The intent would be to increase each position at the beginning of a term, resulting in a \$1,000 increase each year for the next three years until all 3 members are receiving \$3,000.

5.6 FOAA Request Forms - Tabled to next meeting

5.7 Capital Improvement Plan Review - Kelly Weissenfels - Kelly provided a revised CIP Summary that includes costs for roads. The costs uses a formula that considers the chip seal type of finishing with work recommended by the Road Advisory Comm for the 30 miles of town-owned roads to be completed in a 9 year cycle at an estimated cost of \$140,000 per mile. It is expected maintenance would then allow expenditures to decrease. Accordingly, each year in the 6 year summary, includes \$500,000 for road work. The figures identified as Transfer Station work is intended to be included in the budget for 2017-2018, so the numbers will need adjustment.

5.8 Budget Review/Revenues Review: The revenue projections do not have firm figures in very many areas but is expected to be a little higher than last year. The Board accepted the following amounts for the accounts on motions by Rayna Leibowitz, seconded by George Thomson and voted 3 - 0. They will be reviewed for a final vote at the next meeting immediately before sending them to the printer for the Town Report.

Account #	Account Name	Amount	Notes
01-5	Administration	\$240,835	
05-5	General Government	42,000	
07-5	Employee Benefits	141,800	
08-5	Insurance	59,450	
09-5	Legal	10,000	
10-5	General Assistance	10,000	
14-5	Planning Board	1,800	
15-5	Town Office Operations	14,020	
20-5	Office Equipment	27,800	
25-5	Animal Control	18,775	
30-5	Fire/Rescue	113,650	
31-5	Forest Fires	2,000	
37-7	Ambulance	23,737	
38-5	Street Lights	3,200	
40-5	Public Works	380,300	

43-5	Cap. Road Improvement	500,000	
45-5	Garage	20,350	
50-5	Transfer Station	71,455	\$1,000 increase for Manager
56-5	Emergency Services	28,905	
58-5	Recreation Dept.	15,850	
60-5	Cemeteries	8,540	
63-6	Newsletter	7,550	
65-6	Public Service Agencies	19,448	
66-6	Library	20,586	
67-6	KVCOG	5,736	
68-6	Dams	9,100	
70-6	Debt Service	71,200	
80-6	Capital Projects	100,000	
83-6	Special Projects	15,000	
84	Conservation Comm	3,000	
85-6	Seniors	15,159	
93-6	Contingency	10,000	
95-6	Overlay		
96-6	County Tax	340,089	
97-6	Cobbossee Watershed	34,804	

#### 6.0     **Unscheduled Business**

6.1 Tree Removal Bid for Upper Pond Rd - Discussion, Larry hopes to have this road work done this summer, and getting the trees removed is the first step. He would like to get the RFP out so it will not hold up the project. A motion was made by Rayna Leibowitz, seconded by George Thomson to allow the RFP to be expedited. Vote 3 - 0.

6.2 Homestead Reimbursement Form -A review of the form was done and a motion to approve and sign it was made by Mark Russell, seconded by George Thomson and voted 3 - 0.

6.3 Spirit of America Award - Discussion was held regarding re-implementing the Award to be given to the Litchfield Farmers Club, DBA Litchfield Fair. This was approved on a motion by George Thomson, seconded by Rayna Leibowitz and voted 3 - 0.

#### 9.0     **Warrants**

9.1 Town Voucher # 21 for \$13,165.10 Approved on a motion by George Thomson, seconded by Rayna Leibowitz and voted 3 - 0.

9.2 Town Payroll #21 for \$40,591.36 Approved on a motion by George Thomson, seconded by Rayna Leibowitz and voted 3 - 0.

#### 10.0    **Other Business - The Recreation Dept. Director provided information and statistics regarding program participation and financial summaries.**

#### 12.0    **Future Agenda Items**

12.1 D. Blocher Property

12.2 Street Lights

12.3 Old Mill Rd Bridge

12.4 Return of the 7/14/16 Executive session Working Papers

12.5 AED for the Town Office

12.6 FOAA Policies/Forms

#### 13.0 Adjournment at 10:20 PM

Respectfully Submitted by