

1.0 Convened 6:30; Pledge to Flag; Selectmen, Mark Russell, Chairman and Rayna Leibowitz, George Thomson absent for health reasons. Staff: Trudy Lamoreau (Town Manager) Larry Nadeau II (Road Commissioner) Steve Ochmanski (CEO) Selena Nadeau, Diana Larrabee (Office Staff) Rodney Allen, Tamas Szepsy, Richard Lane, David Blocher, Tim and Terry Tracey, Carol Smith, Dick Cutcliffe (all of Budget, Conservation and/or Road Advisory Committees) and Guests Present according to the attached sign-in sheet.

2.0 Minutes of April 24, 2017 Meeting submitted for final approval were tabled in the absence of Selectman Thomson

### 3.0 Reports and Correspondence

#### 3.1 Town Manager –

- A. A thank you note was received from the Oak Hill Boosters for the effort made at the Litchfield Town Office to sell tickets for their Fishing Derby during the winter. Over \$2,500 was realized by the Derby.
- B. A Contract has been signed with Winthrop Fuel for fuel for the next fiscal year for \$1.88 for Diesel and \$1.88 for #2 Fuel Oil. These figures reflect a small increase over the previous contract.
- C. Dave Blocher reported on the Roadside Clean-Up organized and conducted by the Litchfield Community Action Coalition last Saturday. About 15 volunteers helped clean up about 1/3 of the roadways. Damp and cold conditions minimized the amount of work accomplished. Another will be planned for next year. The Conservation Comm paid tipping fees for items collected that require disposal fees. Appreciation was expressed for the use of the Fire Station to provide lunch for the volunteers.

#### 3.2 Code Officer/Plumbing Inspector

- A. Permit Logs were provided for March and April with 21 permits issued for owner provided value of \$774,547.00. These include 4 single family homes.
- B. Steve has been working with the Assessing Agent and 22 new homes were assessed. 2 were mobile homes and 5 were conversions from seasonal to year round. More are to be done.
- C. Land Use and Subdivision Ordinance work is being done. Proposed revisions are going to Public Hearing on Thursday, May 11 at 6:00 PM. The Land Use Ordinance will have two proposed changes:
  - 1) Architectural standards in the village and rural districts
  - 2) Sign provisions regarding changeable signs to be in compliance with state statutes. The Subdivision Ordinance proposal incorporates clarifications of the Shoreland Zoning provisions as they pertain to subdivisions. The intent is to be able to take these proposals to Town meeting in June for voter acceptance. Articles for the Town Warrant will be written and details can be provided at the Town Meeting.

D. Several comments about the increasing number of unregistered (junk) vehicles in many yards have been received by Rayna. She suggested an article in the June Sodalite outlining the Ordinance provisions that limit that number, with consideration of enforcement actions to follow.

#### 3.3 Road Commissioner –

- A. Huntington Hill Road paving from just below the Golf Course to Route 197 is nearly complete. Dressing of driveway entrances will be done this week. It was noted the estimation of the quantity of hot top needed was very, very close.
- B. The PW crew has been ditching on the Upper Pond Road, starting at the north end and working about 500 feet so far. An unexpectedly large amount of fill is being removed. Additional work on the road includes 6 (and possibly 7) cross culverts.
- C. The bids for removal of the large old maple trees will be addressed tonight. Larry wants to get as much PW work done as possible to reduce the costs of the total job for this road. A Scope of Work needs to be developed so bids can be requested. Larry intends to talk with some contractors and Eric of Calderwood Engineering to accomplish this. Mark requested to review the comments from Calderwood Eng, the Scope of Work and a copy of the Proposal Request before the next meeting (on **May 22**).
- D. Cold patching is ongoing. Many potholes filled in are not lasting very long with the wet weather and truck traffic.
- E. The crew is working well.

F. An Excavator (John Deere) has been leased for the summer. It has a digging bucket and a ditching bucket, so it will be very useful. It is bigger than the unit we used last year, but we can still move it on our trailer.

G. Larry has been researching the road closure notification requirements regarding work being done on the Upper Pond Road. He expects daytime shutdowns and lane closures, but no overnight closures. Everyone should be able to have access except a very few who may be inconvenienced for a short period.

### 3.4 Fire & Rescue-

A. Trudy reported the trees at roadside in front of the Central Fire Station are being removed by the MDOT (in their right of way). This prompted a discussion about the pine trees on the Plains Road that also need to come down. The Town Manager will talk with MDOT about them.

### 3.5 Emergency Mgmt.

3.6 Assessing Agent - Doing a lot of field work right now to prepare records towards setting tax rates. There is a lot of additional work still to do and extra staff is being brought in to assist.

3.7 Transfer Station - Trudy reported a lot of medications and drugs were collected on April 29 by law enforcement at the Transfer Station. Another collection is expected to be held in October.

3.8 Other Town Committees: The Road Advisory Committee has some vacancies and would like to invite residents to apply for appointment. An announcement will be put into the June Sodalite. When asked what projects are targeted for work this summer/fall, the following were identified: Small Road culvert at junction with Plains Road, Upper Pond Road, Cold patching as needed, ditching on Dennis Hill Road.

## 4.0 Agenda Adjustments

## 5.0 Scheduled Business

5.1 Tim Tracy - Litchfield Conservation Commission - along with Carol Smith did a presentation regarding the continued development of the Community Park, including clearing more brush and bushes for better sight lines and putting in a gravel parking lot so vehicles don't get stuck. A group from the middle and high school is coming to help with some brush work on Thursday. The request was made for the use of some PW crew volunteers and town owned or leased equipment on non-working days to assist with earth moving and burying some old debris. Larry and Richard agreed to help so the costs of contract work would be reduced. Once work they could do is completed, a Scope of Work needs to be developed to request volunteers and/or bids.

5.2 Bid Openings - Upper Pond Road Tree Removal - 7:00 PM. - Mark read the provisions of the bid requests. The work is to be completed by June 9, 2017. Three sealed bids were received and were opened by the Chairman.

- 1) Mann's Lumber & Tree Service, Litchfield, bid \$30,000
- 2) Capital Tree Service, West Gardiner, \$28,000
- 3) Hawkes Tree Service, Phippsburg, \$17,000 (Proof of Insurance was provided with bid)

A motion to accept the bid from Hawkes Tree Service and authorizing the Town Manager to sign the contract was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.

5.3 FOAA Request/Forms/Policies - The Board reviewed the proposed policies and forms and reviewed procedures. Some typographical corrections were identified. It was noted that there are statutory provisions identifying some information that is not subject to public access. Any denials of information requests require a citation of the applicable statute.

#### 5.4 Abatement

- A. Richard Martin, Map R13, Lot 23-7, Abatement of \$413.52 for decrease of valuation of building. A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.
  
- B. Kuzzins Construction, Map U13, Lot 013-3, Abatement of \$365.43, for decrease of building value. A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.
  
- C. Supplemental - Lawrence and Lisa Gowell, Map R03, Lot 008, Tree Growth Penalty for removal from category at request of owners, Supplemental, \$1,038.40. A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.

5.5 RSU#4 School 2017-2018 Budget Warrant - A Budget Meeting for RSU#4 will be held **May 24** at Oak Hill High School. The proposed budget reflects a very small decrease from last year, based on slightly higher state funding received. The proposed warrant for the ratification vote on **June 13, 2017**, was submitted for approval. A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.

#### 5.6 2017-2018 Annual Report Town Warrant & Revenues

- A. Proposed: Change Article 39, Special Projects, to \$20,000 to include \$5,000 for a project for the Community Park and include language identifying the proposed projects. A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.
- B. Proposed: Change Article 25 to \$400,000.00 for the Capital Roads Improvement Fund. A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.
- C. The Budget Committee will meet on **May 15** to review the budget for a final time.
- D. Add Articles 53 and 54 to address proposed Ordinance changes identified in 3.2 above.
- E. Modify the language in Article 52 to clarify it as a recurring article to enable the voters to decide if they want the authorization to continue.
- F. A motion was made by Rayna Leibowitz, seconded by Mark Russell to allow the Board to sign the Town Warrant outside the Board's meeting when final changes were done. The vote - 2-0.

#### 6.0 Unscheduled Business

#### 7.0 Legal

#### 8.0 Appointments and Resignations

#### 9. Warrants

9.1 Town Warrant #22 for \$363,077.62. A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.

9.2 Town Payroll # 22 for \$13,859.04. A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0

#### 10.0 Other Business

#### 11.0 Selectmen/Public Discussion/Communication

- A. The desirability of having an AED in the Town Office was discussed. The Town Manager will research availability, costs, training, etc.
- B. Steve Lemieux advised the information Larry Nadeau had provided at the last meeting was not correct. The Chairman stated that without verifiable documentation or testimony from the person(s) receiving the call, it is not possible to determine whether it is or is not. No action taken.

#### 12.0 Future Agenda Item

- 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

#### 13.0 Adjournment at 8:55 PM.

Respectfully Submitted by

