

Town of Litchfield
Select Board
May 14, 2018
Minutes

1.0 Convened 6:30; Pledge to Flag; Selectmen, Mark Russell, Chairman, Rayna Leibowitz, (Gary Parker absent); **Staff:** Trudy Lamoreau, Town Manager; Larry Nadeau, Road Comm.; Bryan Lamoreau, Transfer Station Manager; Stan Labbe, Fire Chief; Selena Nadeau and Diana Larrabee, TO Staff; Richard Lane, Lindsay Nelson, Cyndi Redmond and Tamas Szepsy, Road Advisory Comm (RAC); John Upham, FOAA Officer; Kelly Weissenfels, Richard Cutliff, Tom Woods and Pat Soboleski, Budget Comm; Renee LaChappelle, BAR; Jessica Childs and Joan Thomas, School Comm.; **and Guests Present** per the sign in sheet

2.0 Minutes of April 23, 2018, Meeting submitted for final approval. The Chairman tabled the minutes until Selectman Parker is present.

3.0 Reports and Correspondence

3.1 Town Manager - A. MDOT started removal of the Pine Trees on the Plains Road.

B. Nomination papers, Spirit of America Award will be addressed as 4.2

C. The Fire Department Central Station Roof job has been completed. Stan is satisfied. Chairman Russell advised he has received comments, asking why the ice and water shield was put over the entire roof and no ridge vents were included. He asked if there has been any issues with condensation inside. No.

D. The Undesignated Fund Balance is included in the Auditors Report on Page 6. It states the balance is \$1,031,429.

E. Saturday, June 30 is year end. Trudy plans to close the Town Office at 3:00 PM on June 28 to close the books. This would give her access to TRIO technical help until 5:00 PM if she needs it. Notice will be posted in advance.

F. Maine Municipal Assoc. has invited designation of a person to represent Litchfield on their Legislative Policy Committee by June 13.

G. Trudy talked with the Assessing Agent regarding the BETE Reimbursement. He doesn't expect it will be significantly different because there are so few businesses in Litchfield.

H. It was noted the U.S. flag, normally flying at the Town Office is absent. Trudy advised it had become tangled and needed to be removed using a bucket truck. A new flag has been purchased from the American Legion and will be put back up.

3.2 Code Officer/Plumbing Inspector -Not attending.

3.3 Road Commissioner - A. Larry reported the Maxwell Road has been ground, graded and rolled. Ditch work has been started. There are two more cross culverts to check. May need to put a catch basin in. The Sabattus side is in better condition than our side was.

B. The Old Mill Road has been graded, reclaim put on it and rolled. Ditch lines put in.

C. Jeremy is grading the Huntington Hill Rd. A repair to the starter was done by Bowman Electric in West Gardiner.

D. Asked about the Town-owned sweeper, Larry advised it is beyond repair. He may try to get a sweeper unit for the loader.

E. Ric Swett, in a FOAA inquiry requested information and documentation regarding the basis for increasing Public Works employees wages with the budget for next year. Larry responded that he talked with Road Commissioners and supervisors in other towns, including Hallowell, Augusta and Minot but has no written documentation as everything was verbal conversations. The Town Manager added that MMA does a salary survey of towns and the salaries proposed are consistent with many towns our size.

F. Lindsay Nelson reported she talked with MDOT regarding the Japanese Knotweed problem on State and State Aid Roads in Litchfield. MDOT plans to spray on Route 197 and the Hallowell Road this year. Litchfield was invited to spray other sites on the State Aid Roads if desired. Discussion was held and an assessment of needs will be made to see what can be done within the amount of money designated for this in the Road Improvement Fund. She advised the formula used by the Turf Doctor showed very good

results as a result of spraying last year. She will again offer residents information about contracting with him for Knotweed treatments on their property.

3.4 Fire & Rescue - A. Chief Labbe provided a report of fire and rescue responses for April.

B. Repairs have been required for the pumper at the Purgatory Station. The parts were \$900 and labor will be additional.

C. A new firefighter has signed on last week. Another applicant has just moved into town and a background check is being done.

3.5 Emergency Mgmt.- No report.

3.6 Assessing Agent - A. Jay will be here next week. Picked up 6 new homes. Ellery thought it looked like a normal year with \$60 - 70 K of tax revenue expected.

3.7 Transfer Station A. Had a busy weekend. The brush was chipped last Tuesday and there was a steady stream of new brush delivered on Friday and Saturday.

B. The 40 Yard cardboard can was filled in 3 days.

C. DEP training will be offered next week. Bryan, Dana and John are planning to go. There are no class costs but wages will be paid.

D. Bryan will look into the cost of a snow blower for the Transfer Station.

E. Having a third day open would cost an additional \$12,064 for the year. The suggestion was made to offer it only during the summer. Voters can weigh in at Town Meeting and vote their preferences.

F. The Swap Shop continues to put additional items back in use. The tally was over 7,000 last year.

3.8 Other Town Committees - A. Senior Center - Pat advised they will be offering an AAA Driver Safety Course on Thursday, May 24 from 9 - 1:30.

Road Advisory Committee - A current survey of Town road conditions was done to update data the RAC will use.

4.0 Agenda Adjustments

4.1 Spraying Japanese Knotweed on State Aid Roads

4.2 Spirit of America Nominations

5.0 Scheduled Business

5.1. Approval/signatures of Litchfield Ratio Declaration & Reimbursement Application - This application will result in reimbursement of part of the Homestead Exemption that many Litchfield residents receive. A motion to approve and sign this application was made by Mark Russell, seconded by Rayna Leibowitz and voted 2 - 0. The motion included allowing Gary Parker to sign it outside the meeting.

5.2 Whippoorwill Culvert Bid Opening - 7:00 PM. One bid from Dirigo Timberlands was received for \$96,000. It was referred to the Road Advisory Comm. for a recommendation. The RAC advised the bid was much higher than expected and recommended not accepting it, but rather sending it out again for bids in October for the work to be done in October, 2109. It was likely that most contractors had their summer work lined up and didn't bid, so bidding in the fall for next year makes sense. A motion to reject this bid was made by Mark Russell, seconded by Rayna Leibowitz and voted 2 - 0.

5.3 Cemetery Mowing Bids - 7:15 PM. Only one bid was received, this from Catlin's All Year Round, Oak Hill Rd, Wales for \$529 per mowing. When compared with their bid for 2013, this new one is lower. A motion to accept this bid was made by Mark Russell, seconded by Rayna Leibowitz and voted 2 - 0.

5.4 Final vote of Annual Town meeting Warrant

5.5 Jessica Childs - RSU#4 - Jessica is a member of the School Committee and provided information regarding the RSU#4 budget, how it was developed and encouraged the support of Litchfield residents. The budget includes \$354,000 in increases including adding a School Resource Officer from the Sabattus PD for \$60,000, the first year roof payment of \$37,000, an increase in insurance of \$312,000 and salary increases of \$180,000. She advised four support staff positions have been eliminated, \$50,000 has been cut from the Special Ed line and \$50,000 has been cut from the Special Ed Transportation line as they are working in collaboration with Lisbon Schools. 70% of the budget are fixed costs with no control. Litchfield pays 45% and has 33% of the students.

Joan Thomas, also a member of the School Committee, reminded all of the important benefits of

public education for the future of our communities, state and nation.

5.6 BOS Resolution on the 2018-2019 RSU#4 School Budget - Chairman Russell read the proposed Resolution concerning the Budget, a copy of which will be part of this record. He advised the proposed town budget would see a 1/3 mil decrease in the tax rate. This school budget results in an increase in costs for Litchfield, but a decrease in costs for both Sabattus and Wales. Additional discussion was held relevant to the funding and allocation processes in an effort to further educate the residents at this meeting, and they were invited to attend the Budget Meeting at Oak Hill High School on Wednesday to learn more and then vote to support or not the proposed school budget. A motion to approve the proposed Resolution was made by Mark Russell, seconded by Rayna Leibowitz and voted 2 - 0. The Town Manager was directed to provide it to the Kennebec Journal, the Sun Journal and the RSU#4 Administration with the request that it be disseminated to the full School Committee.

5.7 Official Vote on Transferring Current Loans to Kennebec Savings Bank - A motion to approve transferring two loans from Camden National Bank to Kennebec Savings Bank was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.

6.0 Unscheduled Business

6.1 Spraying Japanese Knotweed on State Aid Roads - A motion to approve spraying for control of Knotweed on State Aid Roads in Litchfield if funds are left after spraying local roads with the funds coming from the Capital Road Improvement Fund was made by Mark Russell, seconded by Rayna Leibowitz and voted 2 - 0.

6.2 Spirit of America Nominations - After some discussion it was decided no nominations would be offered this year. A resident suggested considering the Litchfield Sportsmen's Club at some point.

9.0 Warrants

9.1 Town Voucher # 21 for \$385,165.27 A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 2 - 0.

9.2 Town Payroll # 22 for \$16,481.44 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 2 - 0.

Town Payroll #23 for \$17,074.34 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 2 - 0.

10.0 Other Business

Rep. Kent Ackley provided information regarding the actions and inactions as the Legislature ended its session. There are almost 200 bills still pending, some extremely important ones. The legislature is expected to be called back for a special session to deal with some of them at considerable extra cost. The Governor's veto of the marijuana bill was overridden so the bill becomes law. It strengthens local control issues. Small cultivators can get a license now but must meet a 4 year residency requirement with income tax filings.

11.0 Selectmen/Public Discussion/Communication

12.0 Future Agenda Item

12.1 Street Lights

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

12.3 Recreation Committee By-Laws

12.4 Feedback on Selectman's Handbook

12.5 Reval Bids 5/28/18

12.6 Legislative Policy Committee designee by June 13

13.0 Adjournment at 9:20 PM.

Respectfully Submitted by

Rayna Leibowitz