

Town of Litchfield
Select Board
August 27, 2018
Final Minutes

1.0 Convened 6:30; Pledge to Flag; Selectmen, Gary Parker, Chairman, Rayna Leibowitz and Mark Russell; **Staff:** Trudy Lamoreau, Town Manager; Steve Ochmanski, CEO/LPI; Larry Nadeau, Road Comm.; Richard Lane and Tamas Szepsy, Road Advisory Comm; John Upham, FOAA Officer; Pat Soboleski, Senior Center Director; Diana Larrabee, Town Office Staff; Renee LaChappelle, BAR, **and Guests Present** per the sign in sheet

2.0 Minutes of Meeting August 13 submitted for final approval. A motion to accept the minutes as drafted was made by Mark Russell, seconded by Gary Parker and voted 3 - 0.

Minutes of Meeting August 16 submitted for final approval. Discussion of the correct spelling of Linux was held but was not decided as there are two spellings, so no changes were made at this time. If correction is needed, it will be done at a later time. A motion to accept the minutes as drafted was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

3.0 Reports and Correspondence

3.1 Town Manager - A. Data entry of the lost data is pretty much done. June financials - 2 journals run after year end reports accounted for a difference in amounts. This has been identified and corrected.

B. Motor vehicle transfers in TRIO overwrites what was there. There are some issues that need follow-up.

C. The state came in and did manual reports to the middle of August.

D. Thirty day tax foreclosure notices will be up to 2 weeks later than usual. A foreclosure list will be brought to the next meeting.

E. After talking with RJD Associates, it was determined that announcements of reval work areas should not be done as some security issues resulted in other towns.

F. Trudy asked if there would be any opposition to providing a lunch for the office staff who worked so hard on getting the data entered, as a thank you. There was none.

G. Ellery believes he can complete the data entry for the property cards with 3 days of effort.

H. Normal office hours have resumed for the Town Office. The adjustment was well tolerated by all but a very few.

I Trudy was advised by TRIO that a resident had called them trying to get information about the Town's situation. Trio advised they did not give them any information and they were referred to the Town Office.

3.2 Code Officer/Plumbing Inspector -A. Steve came in ill because a resident involved in a junkyard enforcement action wanted to talk with the Board. She arrived and discussion was held with her as item 5.1 below.

3.3 Road Commissioner - A. Buker Road, Chip seal finished along with the John Tarr Road and South Adams Road. The roads will be swept on Wednesday or Thursday. A resident asked if the State allows the chemical used for this process to be used near a lake where there may be run-off. He was advised the product is not soluble, so run off into the water is not a problem. He also advised there were no flaggers at the end of Easy Street, Grant Road and Lebel Lane while this was going on. He turned right off Lebel Lane onto Buker Road, not knowing traffic as all on his side of the road and nearly ran head on into a car coming around the curve. The Board advised the Road Comm. that we need to provide better direction to the paving contractor to ensure safety is addressed by using more flaggers. The Road Comm. will send an e-mail to the contractor immediately. Safety needs to be considered as an important part of the job.

B. Oak Hill Road ditching is being done.

C. Maxwell Road - Will rock the ditch on Tuesday. The Hot Top and driveway seams are finished and there have been no complaints.

3.4 Fire & Rescue - No report

3.5 Emergency Mgmt. Another meeting with FEMA will take place Wednesday at 11:00.

Apparently some new FEMA staff has come on board and they need to be brought up to speed.

3.6 Assessing Agent - A. Reval is moving well.

3.7 Transfer Station A. Bryan Lamoreau, Transfer Station Manager, reported they've had a good couple of weeks.

B. The second concrete pad is in. The wall at the west end of the bulky cans is in.

C. Getting more volume of cardboard. The container fills in 3 days.

D. Brush pile is growing. Not getting any complaints.

3.8 Other Town Committees - No reports.

4.0 Agenda Adjustments

5.0 Scheduled Business

5.1. Mary Jo Mason - Chris Monroe, a next door neighbor advised the rats and trash from Mary Jo Mason's property have a very negative impact on his property and his family. Mary advised she would like to register 5 of the vehicles on her property to eliminate the junkyard enforcement action. She has refused to meet with the CEO in the past and wanted to talk with the Board. The Chairman told her she needed to meet with the CEO to identify the scope of the problem and try to work out a solution. If it was not possible to accomplish, she could ask to be on an agenda in the future.

5.2 David Blocher - Purchase portion of property - Discussion was held regarding completing the transaction on the purchase of the offered strip of land beside Gustin Road. A motion was made by Rayna Leibowitz, seconded by Mark Russell to direct the Town Manager to contact Reuben Wheeler, Surveyor, to provide the deed transferring the property at the Town's expense. It will include the cemetery known as the Mitchell Cemetery at the top of the hill on Oak Hill Road for an additional \$1. The vote was 3 - 0.

5.3 Brian Kent - Brian provided a letter prior to tonight's meeting that outlined concerns of several residents of Oak Hill Road who do not want the section that has been gravel to be paved. Brian and several citizens attending spoke about their concerns for drivers increasing their speed on a fully paved roadway, to the increased risk of adults and children on the road. The Road Advisory Comm. was asked to schedule a meeting with the Oak Hill Road residents as we have now heard from those who want it paved and those who don't want it paved. The Board would like a recommendation of the outcome. The Board members expressed little interest in paving the section being discussed. A meeting was set up for Sept. 4 at 5:00 PM at the Town Office. Brian Kent will help notify the residents.

5.4 Poverty Abatement Policy approval - After brief discussion, a motion was made to adopt the proposed Poverty Abatement Policy and Procedures by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

5.5 Quitclaim: Map R02, Lot 043 (Chris Monroe) A motion to approve and sign the Quitclaim Deed for this property as taxes have been paid was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0.

8.0 Appointments and Resignations

8.1 New Mills Dam Committee - Pat Sirois (Appointed 8/13/18 - please sign) This appointment was signed by the Board members.

8.2 New Mills Dam Committee - Richard Swett as alternate - A motion to appoint Richard Swett as an alternate was made by Gary Parker but failed in the absence of a second. No further action was taken.

8.3 Recreation Committee - Jason Longley Resignation - a written resignation was received so this position is now vacant.

8.4 Gardiner Library Trustee - Joan Thomas A motion to appoint Joan Thomas as Trustee for Gardiner Public Library was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0.

9.0 Warrants

9.1 Town Voucher #4 for \$121,975.39 A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0.

9.2 Town Payroll #4 for \$19,809.47 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

11.0 Selectmen/Public Discussion/Communication

12.0 Future Agenda Item

12.1 Feedback on Selectman's Handbook

12.2 Whipoorwill Road Culvert/Bridge (Reissue bid request in Oct.)

12.3 List of properties subject to Foreclosure

13.0 Adjournment at 8:45 PM.

Respectfully Submitted by

Rayna Leibowitz