

Town of Litchfield  
Select Board  
April 12, 2021  
Meeting Minutes

**1.0 Convened at 6:30 PM; Pledge to Flag; Selectmen:** Gary Parker, Chairman, Rayna Leibowitz, Mark Russell; **Staff:** Kelly Weissenfels, Deputy Town Manager; Steve Ochmanski, CEO/LPI; Stan Labbe, Fire Chief, Michael Sherman, Reggie Poirier, FD; Larry Nadeau, Road Comm.; John Upham and John Madore, Transfer Station; Road Advisory Committee Members: Toby Jutras, Chm., and Richard Lane, both via Zoom; Tom Wood, Budget Comm and Broadband Comm. via Zoom, Larry Bell, Chm., Broadband Comm. via Zoom, Budget Comm Candidates: Ellery Barrett and Theresa Madore, both via Zoom; Vicki Russell, Rec. Comm. Via Zoom.

The Chairman, Gary Parker, advised the meeting is being available to the community via Zoom. Voting is identified using the Select Board members' initials and their vote.

**2.0 Minutes of March 22, 2021 Meeting submitted for final approval.** A motion to approve the minutes as drafted was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

**3.0 Reports and Correspondence:**

3.1 Kelly Weissenfels, Deputy Town Manager: A. Attending this meeting via Zoom are the two candidates for appointment to the Budget Committee, Ellery Barrett and Theresa Madore. Both have been recommended for appointment by the Budget Comm. Chairman. See 8.0 for votes.

B. The Town office will be closed April 19 in celebration of Patriots Day.

C. The Town flag pole by the Town Office is in need of replacement. The plan is to erect a new one between the orange V-plow blades with a light shining on it for 24 hour display.

D. CMP has advised the Town that they will be replacing poles and lines over Hardscrabble Road this summer to meet increased needs for electricity. No action is required by the Town.

E. The organization "Upstream" has requested authorization to put information on the Town's website regarding the unlimited introduction of Alewives above the dams in Gardiner in Cobbossee Stream. A reasonable amount of space will be allowed.

F. A request has been made by a group to use the Soccer field at Veterans Memorial Park. See 4.0 Agenda Adjustments

G. The Deputy Town Manager has received communication from the State of Maine requesting verification that the Town of Litchfield has voted (in a Town Meeting) to allow alcohol sales or to ensure such a vote is taken before July 1, 2022.

3.2 Code Enforcement Officer/Plumbing Inspector – A. Steve Ochmanski, CEO provided the Permit Logs for February and March, 2021 showing fees collected of \$550.00 for permits for build-ings and improvements that are owner valued at \$258,700. A summary of 2020 permits shows 24 new stick-built homes and 4 mobile homes added among 139 permits issued.

B. Steve advised 2 enforcement actions will likely be coming to the Board in the absence of cooperation by the property owners.

3.3 Road Commissioner – A. Larry reported the crew has done a lot of clean-up around the garage and yard, disposing of items no longer serviceable or needed.

- B. The road posting signs have been removed.
- C. The new flag pole is expected to be set Tuesday by the Public Works crew.
- D. New weatherstripping for the garage door has been painted and is ready for installation

next week.

3.4 Fire & Rescue – A. Chief Labbe advised another meeting has been held with the Regional Communications Center (RCC) regarding dispatch issues. There was an accident in Litchfield on the Turnpike and Litchfield FD was not called, even though the RCC were directed to call us. The FD still needs cross road information the RCC does not provide.

B. FD Calls for March – 6, First Responder calls, 16 with response to 6 of them (no one in town to go for the others).

C. Chief Labbe introduced Michael Sherman as the candidate who will succeed Stan as Chief when he retires. Chief Stan Labbe provided a brief history of how he got to be Chief and was glad a formal process has been established for the next one. Michael provided remarks and appreciation of the job Chief Labbe has done. He set good examples and structure for the Department. Michael was encouraged to update written policies and procedures for the Fire Department. He advised it would be a priority for him and his officers.

3.5 Emergency Management – No report.

3.6 Assessing Agent – Kelly advised Ellery Bane was here last week. Spring work will be starting soon.

3.7 Transfer Station – A. John Upham reported for Bryan that the Transfer Station is getting busy. The Snowbirds are returning. The brush can be brought in starting this weekend if storm conditions allow. A tree came down on the mound and Larry agreed to help with cleaning it up.

3.8 Broadband Committee – A. Larry Bell, Chairman, advised TK Networks is adding Mobile telephone service with continuing investments.

3.9 Other Town Committees – Budget – A. Tom Wood reported two additional meetings have been scheduled in May to ensure budget work is done for the Town Report. The Budget Committee is excited to have two new members who are well qualified. They have participated in recent meetings via Zoom.

B. Tom invited comments and direction regarding the availability of grant proposals. A letter of intent to file has been sent to the Northern Border Regional Commission regarding the State Economic Infrastructure Development Program and the Maine DOT has advised that identification of ‘earmarks’ may result in funding. Both could address road infrastructure projects including the Fuel Storage Project and Roads and Bridges. The Board directed him to address these issues and proceed with filing grant requests on behalf of the Town.

#### **4.0 Agenda Adjustments**

4.1 Use of Recreation Field for Local Soccer Players – See 6.1

#### **5.0 Scheduled Business**

5.1 Bid Opening, 7 PM – Transfer Station hauling

Kelley Brothers Hauling, Pittston

Plastic - \$145 plus \$80 per ton to Hatch Hill

\$175 to Cassela, Auburn plus \$175 ton

Glass - \$145 plus \$80 to Hatch Hill

Glass (bulky) to Corcorans in Brunswick \$145

Paper to Corcorans in Brunswick \$145  
Cassela through Pine Tree  
\$350 per haul  
Recycling, Bulky \$89/ton disposal, \$95 for oversize  
Riverside Disposal (inaccuracies in bid specifications were identified)  
Recycling to EcoMaine \$225 per trip with can swap and \$250 for returning with can  
(assumed wait time). They will provide 2 30 yard containers  
Tipping fee - \$89/ton  
Verbal info to John Upham, some money back from recyclables may be possible  
Hauling to Wiscasset - \$250, tipping fee for OBW \$70/ton  
EcoMaine – Letter sent did not follow bid request format and was too lengthy to read and  
evaluate at this time.

A committee consisting of Kelley, John Upham and John Madore will assess the bids and  
bring a recommendation back to the April 26 meeting.

#### 5.2 Budget Review

##### A. Transfer Station

B. Road Improvement Fund – There was discussion about a potential bond request to  
go before the residents for Town Meeting in June. The amount recommended by the Road Advisory  
Comm. is \$4.4 million dollars, intending to use this to bring all the town roads up to a standard where  
maintenance only would be required for many years. However, a bond that size would need to be  
spent or at least obligated in 24 – 36 months, and the Public Works Dept. could not achieve all the  
work needed to be done in that time frame. A \$4.4 million bond would require \$278,000 a year in re-  
payment. The Road Advisory Committee intends this amount to be raised annually in addition to  
\$600,000 to continue maintenance efforts. Another option might be to bond for \$2.5 million to en-  
sure we had matching funds available for any infrastructure grants needing a match without coming  
back to the residents in a Special Town Meeting to obtain funding and continue to raise and appropri-  
ate \$600,00 per year for planned work..

C. The above discussion lead to the Budget Comm. Chair encouraging review of the  
Capital Improvement Plan to identify long term Capital needs and have them put on the list so they  
don't get lost.

D. Capital Projects – The Broadband Committee requests the Cable TV Franchise Fee  
(revenue) to be designated for use by the Broadband Committee for planning and preparations. This  
might be done as a Special Project that lapses into the General Fund in 2 years if not used.

E. Conservation Comm - should include the funding for the Conservation Corps pro-  
ject in their annual budget.

5.3 Discuss Separate Votes for Specific Warrant Items – There was a question of whether a  
referendum could be used for voting for certain things, such as the bond issue. The Chairman has  
confirmed that voting on this topic by referendum can be done as part of the general voting on Tues-  
day before Town Meeting , when more voters would be expected to participate. This would require at  
least one public hearing do review the issue before the vote is to be taken.

5.4 Quitclaim Deed for H. Burgess – Map R2, Lot 1 on 2 for Hope Burgess following suc-  
cessful completion of a repurchase agreement approved on a motion by Mark Russell, seconded by  
Gary Parker and voted RL yes, MR yes and GP yes.

5.5 Quitclaim Deed for T St. Pierre – Map 2 Lot 81 B for Tami St Pierre following successful

completion of a repurchase agreement approved on a motion by Mark Russell, seconded by Rayna Leibowitz and voted RL yes, MR yes and GP yes.

5.6 Executive Session for Personnel Contract Discussion- Tabled to the next meeting.

## **6.0 Unscheduled Business**

6.1 Use of Recreation Field for Local Soccer Players – Kelly advised the Recreation Director was approached and the parent was informed that insurance by the group would be needed. While the players are initially local children, others may be invited and scrimmage games may be set up with players from other towns. Contact with MMA resulted in the Deputy Town Manager being advised insurance is recommended, but is not required. Vicki Russell, a former Rec. Comm member was asked if there are written policies or rules regarding the use of the fields. She advised there are none. Some were drafted many years ago but never finalized. The suggestion was made that signs stating “Play at your own risk” and “Garbage in, Garbage out” might be appropriate. The Rec. Director and Committee should have control of fields so users can sign them out and eliminate potential conflicts in schedules. All participants should comply with the Governor’s mandates for mask wearing during Covid-19. The resident requesting use of the fields advised intent is for the children to have appropriate footwear. The town can mandate masks. There are about 10 local kids who have expressed interest in playing.

## **8.0 Appointments/Resignations**

8.1 Earl Lamoreau, Historic Preservation Commission Appt – Appointment approved on a motion by Mark Russell, seconded by Rayna Leibowitz and voted RL yes, MR yes and GP yes.

8.2 Lindsay Nelsen, Conservation Commission Appt -Appointment approved on a motion by Mark Russell, seconded by Rayna Leibowitz and voted RL yes, MR yes and GP yes.

8.3 Terry Tracy, Smithfield Plantation Board of Trustees Appt - Appointment approved on a motion by Mark Russell, seconded by Rayna Leibowitz and voted RL yes, MR yes and GP yes.

8.4 David Kamila, Appeals Board Appt - Appointment approved on a motion by Mark Russell, seconded by Rayna Leibowitz and voted RL yes, MR yes and GP yes.

8.5 Margaret Martin, Budget Committee Rsgn No action necessary

8.6 Teresa Madore, Budget Committee Appt - Appointment approved on a motion by Mark Russell, seconded by Gary Parker and voted RL yes, MR yes and GP yes.

8.7 Ellery Barrett, Budget Committee Appt - Appointment approved on a motion by Mark Russell, seconded by Rayna Leibowitz and voted RL yes, MR yes and GP yes.

## **9.0 Warrants**

9.1 Town Warrant #19 for \$385,693.79, including \$313,680.33 for RSU#4. A motion to approve Warrant# 19 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

9.2 Town Payroll #19 for \$ 19,091.46, A motion to approve Payroll # 19 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

9.3 Town Payroll #20 \$20,071.83, A motion to approve Payroll # 20 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

## **11.0 Selectmen/Public Discussion/Communications**

11.1 A resident asked if the Senior Director had authorization to require activity participants to have had Covid-19 vaccines.

**12.0 Future Agenda Items**

12.1 Feedback on Selectman's Handbook

12.2 R02, Lot 016, 2787 Hallowell Rd

12.3 R02, Lot 017, 2783 Hallowell Rd.

12.4 Transfer Station Bids

12.5 Executive Session for Personnel Contract Discussion-

1. **13.0 Adjournment at 10:30 PM**

Respectfully Submitted By

Rayna Leibowitz