

Town of Litchfield
Select Board Meeting Minutes
June 9, 2025

1.0 Convenes 6:30 PM; Pledge to Flag; Selectmen and Guests present

Selectmen: Gary Parker, Chairman; Clarence Gowell III (identified as Rick in these minutes) (Zoom/in person); Scott Weeks.

Staff: Kelly Weissenfels, Town Manager; Michael Sherman, Fire Chief; Larry Nadeau, Road Comm.; John Upham, Transfer Station Manager; Tom Wood, Chm. Budget Comm.; Steve Ochmanski, Code Enforcement Officer (absent); and others per the sign in sheet.

2.0 Minutes of May 27th, 2025

There was a motion made by Scott to approve the minutes of May 27, 2025. This was seconded by Gary, vote 3-0 (verbal vote from Rick via Zoom).

3.0 Reports and Correspondence

3.1 Town Manager

A. Town meeting week opens this week with voting commencing at the Litchfield Sportsman's Club tomorrow, June 10, 2025, from 8 am – 8 pm. Then the town meeting commences at Carrie Ricker School on Saturday, June 14, 2025, at 10am. All town warrant articles will be reviewed and voted on at this time.

B. Kelly said the 'Meet the Candidates Night' was a successful event and that it was recorded and has been posted on the town's website for anyone unable to attend. There were a number of residents that came prepared with questions for the candidates. There were candidates for Select Board, Budget Committee and the Academy Trustees in attendance.

C. FY24 Audit results have been delayed; this means they will not be ready for the town meeting. The major drawback of this is the unassigned funds balance cannot be officially presented at the town meeting. Kelly said he will be able to estimate the balance and will have that estimation to verbalize at the town meeting. There were multiple factors in the delay.

D. Kelly has hired a part-time front-office employee [Lori Rioux] who will be starting on Thursday May 12, 2025. Part of Lori's duties will be to cover full-time when other employees take vacations.

E. Kelly spoke with Joe Pietroski at length about concerns of County Jail funding. There is a bill, LD210 that has several goals related to getting the state to fund requirements that legislation has required of the jails. Mr. Pietroski is asking for support of Kennebec County's towns and residents.

F. Gary asked where the town stood with the person Kelly hired to help with the town's accounting process(es). Kelly said he feels, so far, that the expenditure was a good decision.

3.2 Code Officer/Plumbing Inspector

Gary wanted to take time to share the resolution regarding the lighting dispute, Randall Anderson, the representative of Meadows Golf Club had asked the Select Board for help with. At the last Select Board meeting Kelly and Randall brought to the attention of the Select Board a complaint about the new light in Meadows Golf Club's parking lot. Since then, a meeting between Randall, Steve (Code Enforcement Officer) Kelly, and Gary reached a resolution. Randal agreed to adjust the light so it only shines directly on the parking lot and not onto the adjacent property in question, provided that Steve is on site at the time to approved the adjustment. Gary believes that the land use ordinance needs to be clearer regarding lighting, and that the verbiage needs to be defined more clearly. Rick also agreed that the verbiage should be less vague. He suggested the Planning Board ask other communities how they define and police their personal property light fixture disputes.

3.3 Road Commissioner

A. The Road Crew has been continuing ditching on Libby Road; there's a lot more material coming from the ditches than Larry was expecting. The next road on the list to be ditched is Boker Road.

B. Robert, the crew member in school for his CDL, has been in Bangor for a few days now working on his driving hours. He should be done with driving hours next week and then can test for his license.

C. Larry asked if folks could slow down when traveling around town. Be respectful and allow space when they come across the Road Crew, etc.

D. Scott asked if the entirety of the Thorofare Road was going to be closed when the bridge is being worked on. He was uncertain after reading the announcement on Litchfield's Facebook page. Kelly said the boat launches would still be accessible, just the bridge is being worked on.

3.4 Fire & Rescue

A. Chief Sherman will be meeting with the fire hydrant consultant he spoke about during the last Select Board meeting on June 16, 2025. He had the wrong date at the last meeting when he announced the news.

3.5 Emergency Management

A. Chief Sherman has tried reaching out to the Superintendent's office due to yet another change in staffing for the facilities coordinator for RSU4. Chief Sherman said they have agreed to a meeting shortly after the first of the fiscal year where they can speak about moving forward with a more time conscious plan. Chief Sherman will discuss adjusting the warming shelter agreement so that it doesn't have to be signed every time there are personnel changes.

3.6 Assessing Agent

Ellery will be back in the office on Thursday June 12, 2025. This was rescheduled from last week.

3.7 Transfer Station

A. John gave his report, both bulky bins were emptied since the last Select Board meeting, along with the cardboard container and paper container.

B. There were 7 new stickers issued.

C. The Swap Shop is seeing a good turnover of items.

D. Scott asked if the new company has dropped off the dumpsters and started pickup(s) yet. John said no, he believes the contract is slated to start July 1, 2025.

E. Gary asked if there was any work done or news to report on the oil containment building and the gravel beneath it, as discussed at the last meeting. However, Kelly was not able to get it scheduled with DEP soon enough, and does not yet know how they would want to handle and ground disturbance that may occur.

3.8 Other Town Committees

A. Tom Wood reported that the Budget Committee met this past Thursday evening regarding the recommendations for the 13 unspecified warrant articles. He will have the notes typed up for Kelly before Saturday's town meeting. Tom would like to get them published in time for residents to have a paper copy to follow along during the town meeting.

B. Tom brought up a people's veto petition drive that is allegedly going on right now regarding the body of LD609; the petition is calling for a suspension of the State budget until November, after the election. This requires 67,682 signatures.

There was an attendee that spoke during the meeting saying she saw the petition at IHOP in Augusta a couple weeks ago. Gary will be looking into this further to try and help get the word out about where to go so residents can sign it if they would like to.

4.0 Scheduled Business

4.1 Contingency funds – remaining, and requests

Kelly said the town started the fiscal year with \$35,000.00 in contingency funds and out of that the deck repair funds were taken totaling \$5,775.00, along with the accounting assistance of \$3,000.00. Leaving \$26,225.00 in the account. Kelly has two projects he would like to get approval from the Select Board to pursue.

The first project is a demolition of a foreclosed trailer on Nutting Lane. The agreement would be the town would supply a dumpster, and Mr. [Larry] Gowell would do the work. Kelly believes it would be less than \$7,000.00 and probably closer to \$5,000.00. This is a trailer that the town has previously foreclosed on.

The second project Kelly is looking to fund is the renovation of the offices in the basement of the Town Office to move someone downstairs, whether it be the CEO or the accountant, he isn't sure yet. Before anyone moves the offices downstairs need some attention. He does not have an exact amount yet but believes it should be less

than \$5,000.00. This would include providing a cubicle in the conference room for an assistant that is currently at a desk in the front office.

Gary would like to have a better estimate of what it will cost to get rid of the trailer on Nutting Lane. He doesn't have an issue with either of the projects Kelly has proposed. Discussion continued, Larry said that \$7,000.00 would be a safer amount to cover tipping fees, etc.

Rick will abstain from any voting since it's his family is involved.

There was a motion made by Scott to approve the use of contingency funds, not exceeding \$14,000.00, to remove the trailer on Nutting Lane and minor renovations at the town office. This was seconded by Gary, vote 2-0 (1 abstention).

Gary mentioned that this would leave enough money to put power into the changing room at Woodbury Pond Park if the town decided it's something they would like to have done. Larry then brought up the rocks in the parking lot and how they are strewn around the area. Parking was then discussed and the need for a plan to move forward with that. Kelly will be looking into the improvements the Select Board has suggested being made to draw more interest.

4.2 Appoint KVCOG representatives

Kennebec Valley Council of Governments invited Litchfield to their annual planning day and general assembly for 2025. Kelly wanted to get representatives appointed, Litchfield can have two, one elected official and an alternate. The meeting is in July which Kelly plans to attend as an alternate.

There was a motion made by Scott to appoint Rick Gowell as the representative for KVCOG and Kelly Weissenfels as the alternate. This was seconded by Gary, vote 3-0.

5.0 Unscheduled Business

5.1 The LD1506 personal property tax bill was brought up by Tom, he has heard there was a favorable reception, and the vote has been cast. No one in attendance knows where the bill stands currently.

6.0 Appointments/Resignations

6.1 Jennifer Foster introduced herself as a candidate for one of the open positions on the Planning Board. She presented her letter of interest and answered questions about her interest in serving on the planning board.

There was a motion made by Scott to appoint Jennifer Foster to the Planning Board. This was seconded by Rick, vote 3-0.

7.0 Warrants

7.1 Town Warrant #23 \$457,817.23 (of which \$371,544.55 is for RSU4)

There was a motion made by Scott to approve town warrant #23 in the amount of \$457,817.23 (of which \$371,544.55 is for RSU4). This was seconded by Rick, vote 3-0.

7.2 Town Payroll #24 \$38,160.14

There was a motion made by Scott to approve town payroll #24 in the amount of \$38,160.14. This was seconded by Rick, vote 3-0.

8.0 Selectmen/Public Discussion/ Communication

8.1 Pat Soboleski gave an update on Litchfield Senior Steppers. They had a new venue to perform at, which Pat said was exciting and went well. They were given a donation and asked to return for another performance. Pat said the summer will be busy with the Senior Steppers and the Carol Baily String Band.

9.0 Future Agenda Items

9.1 Town properties that are available for sale

9.2 Woodbury Pond Park lease

9.3 Oil cleanup at the Transfer Station

*** Gary thanked Scott for his service on the Select Board as this was Scott's last Select Board meeting. ***

10.0 Adjournment at 8:04 pm

Respectfully submitted by Angela Parker