

Town of Litchfield
Select Board Meeting Minutes
August 11th, 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) (attended late via Zoom); Tom Pelletier.

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

2.0 Minutes of July 28th, 2025

There was a motion made by Tom P. to approve the minutes as written, of July 28, 2025. This was seconded by Gary, vote 2-0 (1 absent).

3.0 Reports and Correspondence

3.1 Town Manager

A. The RSU4 budget was overall passed at the last vote held on July 29, 2025.

Litchfield voted as follows: Yes 142 No 92, which shows 234 people came out to vote.

B. Woodbury Pond Park has proven popular this year. The P park is now in the black regarding funding. Kelly has received, and discussed with the Selectmen that are present, concerns he has been hearing from residents close to the park regarding future plans.

Gary wanted to know where the issue of erosion stood currently. Kelly said Larry Nadeau (as a contractor) has volunteered to do the work and they are working on getting the permit(s) required. They are looking to get the in-water work done within the window.

C. Monmouth has completed an update to their comprehensive plan, which includes impute from abutting towns. There is a public hearing on September 15, 2025, Kelly will get this information to the members of the Select Committee and Planning Board.

D. Kelly and Rick have separately spoken with Rep. Greenwood, who is in favor of the study being done. There have been several accidents at this intersection and seemingly they are increasing over time.

E. Fidium -the high speed fiber internet company, seems to be bypassing Litchfield. Kelly explained this is due to previously standing rules put in place [related to the historical Community Telephone Company].

F. Kelly received a request from a resident to implement a nuisance dog barking ordinance. Steve has obtained a draft ordinance from KVCOG, but the Select Board will need to come up with the final verbiage they would like to see. Once that has been

accomplished the document goes to the Planning Board to hold the a public hearing, after which the documentation is voted on at the Town Meeting.

G. Gary had updating questions about the previous meetings minutes:

G.1. There was in fact a whole new light fixture placed above Doolin's/The Meadow's Golf Course parking lot.

G.2. Kelly hasn't had time to delve into the Iron Man race and the road closures that result. Gary would like to see this addressed.

G.3. Is there any progress with the DEP and transfer station updates. John gave a brief update prior to his upcoming turn to address the Select Board.

G.4. Gary noted that he heard differently than the minutes taker regarding the vandalism at the baseball park during the last meeting's discussion. Kelly said he had been contacted by a deputy asking if he wanted an in-person check of the property. Kelly will adjust the verbiage before posting the minutes on-line.

G.5. There was discussion about the unassigned balance funds being unknown during the last meeting. Gary wanted to know if Kelly has this number solidified now. We do not yet have this number. Everything has been given to the auditor(s) and Kelly will get an update as soon as possible.

G.6. There will be regular updates regarding Woodbury Pond Park at each meeting moving forward.

3.2 Code Officer/Plumbing Inspector

Steve handed out his monthly log/report for the Select Board's review. No one had any questions and there were no further updates to be discussed.

3.3 Road Commissioner

A. Buker Road is paving is complete.

B. Huntington Hill Road's erosion control has been fully completed on the Northern end.

C. So far this year Gustin Road has been grated, and calcium has been applied to keep the dust down.

D. Toby was on vacation last week; upon his return he will be happy to work on any maps the Select Board would like to see made up.

E. The parts that remain of the old bridge from Old Mill Road will be gone before Summer is over, per discussion.

3.4 Fire & Rescue

A. Ambulance advisory Committee is holding its meeting tonight. Jay Danforth is in attendance, if any information needs to be relayed Chief Sherman will be sure to pass it along.

B. Burn restrictions have been placed and will be removed once some rain comes along. There is a high fire danger per Chief Sherman. He has restricted all open fires; and no permits will be issued. If residents would like to have a small three feet by three feet by three feet or smaller fire in a fire pit, camp-side that is permissible. Chief Sherman will be sure to provide any updates he gets.

C. Chief Sherman spoke briefly about the accidents occurring at the Huntington Hill / Richmond Road intersection. There have been two in the last two days. He will also be contacting Rep. Greenwood to fully support the effort to get something done to resolve the issues.

D. The grounds at the fire station have been fully manicured to date. The contractor has come back to weed whack the ditch.

E. Chief Sherman would like to inform all that listen and read this that if you see smoke or fire or an issue pertaining to fire or EMS you need to call 911. He was informed of smoke seen near Whippoorwill Road through his personal line while he was away from the office.

3.5 Emergency Management

A. Heat index is elevated again as it was last month. Chief Sherman wanted to remind everyone to hydrate and avoid strenuous work if able while the sun is at its hottest. Also, the smoke from the Canadian wildfires has been blowing through from time to time so keep that in mind when outside as well. The closest cooling center to Litchfield per the State of Maine Emergency Management (as posted on their website under mass care and resources) is in Hallowell at the Hubbard Library. Kennebec County has three that are listed there.

B. Hurricane season is upon us again. There is a storm that is developing currently that is roughly 2 weeks out from possibly hitting the Northeast. Currently the models have it offshore, but Chief Sherman keeps an eye on such stories and will keep the town abreast of any changes if needed.

C. Tom P. also reminded all to check on your neighbors. Chief Sherman agreed that is important and a good reminder.

3.6 Assessing Agent

Ellery will be in the office September 4, 2025, he is currently up to date with all the work he can do in the relay of working numbers for the next commitment. Ellery and Kelly wanted to remind everyone that there is a significant factor that will be applied to everyone's property, which will reduce the mil rate, but taxes will still go up [due primarily to increased education costs].

3.7 Transfer Station

A. Both bulky bins were emptied this week as well as the metal emptied, which surprised John as the metal recycling container received was oversized.

B. There were 13 new stickers issued this week for a new total of 3,078.

C. The Swap Shop gave out 564 items since the last update for a total of 7,345.

D. The brush and leaf piles have been removed since John's last update. The final bill for removal was \$3,000.00. Residents have already started to refill the area.

3.8 Other Town Committees

4.0 Scheduled Business

4.1 Road rename [new private road]: 380 Richmond Rd to Conlen Lane

Going from one resident/house to two addresses on a new extension of a previous driveway. Steve has checked with Chief Sherman to be sure there will be no conflict with the name of the lane as well as no issues with 911 services.

There was a motion made by Tom P. to change the name of 380 Richmond Road to Conlen Lane. This was seconded by Gary, vote 2-0 (1 absent).

4.2 97 Whippoorwill Road Foreclosure Sale

As questioned at previous meetings, the proceeds of the sale of 97 Whippoorwill Road will go into the "unclaimed funds" account that the State of Maine manages. The town will be reimbursed for the cost of the sale (realtor, etc.). Kelly looks to have made significant progress in finding a realtor before the next meeting.

** Rick was able to sign in and join the meeting via Zoom at this time **

4.3 Ambulance Contract

This is a contract that has been budgeted for and was discussed at previous meetings last year and earlier this year.

Base total: \$72,801.00

Running average of uncollectable payments: \$20,068.00

Total: \$92,868.00

Repayment of previously incurred uncollectable payments that the city of Gardiner was carrying on Litchfield's behalf is a 5-year split payment of \$20,000.00 each. This makes the full contract for signing will total \$113,479.00. This was all approved at the previous town meeting.

There was a motion made by Tom P. to pay for the ambulance agreement with the city of Gardiner in the amount of \$113,479.00. This was seconded by Gary, vote 2-0.

4.4 Application for Pole Permit

CPM will be adding a pole between pole 15 and 16. Larry wanted to add that they are doing as he requested and putting new poles further back as he has requested.

There was a motion made by Tom P. to approve the addition of new pole 15H to South Oak Hill Road. This was seconded by Gary, vote 2-0.

4.5 Committee Appointment Policy

Kelly is simply looking for some more detail from the Selectmen on how they would like the committee appointment Policy to read. So far, the Selectman have discussed:

A. Appearing before the Select Board to introduce themselves and give a brief "why do you think you're a fit for the committee".

B. Attending 2 meetings prior to applying for the seat.

C. The only exception being the formation of a new committee at the Select Board's discretion.

Kelly will have the policy ready for the next meeting.

5.0 Unscheduled Business

5.1 Traffic study request for Richmond Road and Hallowell Center Road intersection (near Gowell's Shop and Save).

Gary asked who does the traffic studies. The State will do the study at no cost to Litchfield. Rick via Zoom gave the history of the most recent accidents which he said were from people not stopping at the stop sign(s) that are currently present. Rick has been in contact with Rep. Greenwood, and Rep. Greenwood has been in contact with Kelly. Kelly will draft a letter to the State to request the study and help with the intersection. Gary is of the opinion that the signatures of the Selectmen should be on the letter. He also feels that the speed limit should be lowered and that a stop light should be installed at the intersection. Rayna added that she would be able to get the residents of Litchfield to start a letter campaign to aid in getting the State's attention regarding the intersection. Kelly will get the request process started and see what kind of response he receives. Kelly mentioned the possibility of adding the Buker Road bridge to this discussion where the road narrows, as this has been a topic of discussion previously when Scott Weeks was on the Select Board.

6.0 Appointments/Resignations

6.1 Resignation from the Senior Advisory Committee: Richard Cutliffe

Kelly provided the requested letter of appreciation to the board, and requested that the Selectmen letting him know any adjustments they would like to see and that they could approve the resignation as of August 21, 2025.

There was a motion made to accept the resignation effective August 21, 2025, from the Senior Advisory Committee of Richard Cutliffe, with regret. This was seconded by Tom P., vote 2-0.

7.0 Warrants

7.1 Town Warrant #3 \$515,318.95 (of which \$402,366.38 is for RSU4)

There was a motion made by Tom P. to pay town warrant #3 in the amount of \$515,318.95 (of which \$402,366.38 is for RSU4). This was seconded by Gary, vote 2-0.

7.2 Town Payroll #1 \$39,086.61

There was a motion to pay town payroll #1 of \$39,086.61 by Tom P. This was seconded by Gary, vote 2-0.

7.3 Town Payroll #3 \$37,278.91

Tom P. made a motion to pay town payroll #3 of \$37,278.91. This was seconded by Gary, vote 3-0.

8.0 Selectmen/Public Discussion/ Communication

8.1

9.0 Future Agenda Items

9.1

10.0 Adjournment at 7:45 pm

Respectfully submitted by Angela Parker