

**Town of Litchfield**  
**Select Board Meeting Minutes**  
**September 22nd, 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) (absent); Tom Pelletier.

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

**2.0 Minutes of Aug 25th, Sep 8th, 2025**

There was a motion made by Tom P. to approve the minutes of August 25, 2025, as presented. This was seconded by Gary, vote 2-0 (1 absent).

There was a motion made to accept September 8, 2025, minutes as presented. This was seconded by Gary, vote 2-0 (1 absent).

**3.0 Reports and Correspondence**

**3.1 Town Manager**

Gary, during approval of minutes asked about a few topics from the last meeting.

1. The foreclosure of 97 Whippoorwill has been on hold again as Kelly has been in touch with legal and got names of a place to check with for descendants of the deceased.
2. If the DEP comes soon (scheduled for October 8, 2025) the Transfer Station still could have enough time to put the pad down for the new garage/workshop they planned for this Summer.
3. Kelly hasn't heard any updates regarding Mr. Lane's property as of the last meeting.
4. No information regarding the Iron Man yet. There hasn't been an after-action meeting scheduled.
5. The budgeting schedule for the next FY will be worked on as soon as Kelly has time.
  - A. 30-day notices are out for 2024 tax notices. Kelly is working on 2025 tax bills to be sent out and has started the process of sending them out.
  - B. Fuel depot is scheduled for the first or second week of November 2025. He is working on accounts beforehand to have all software ready to go once the tanks are in the ground.
  - C. There was a request for a plot in Grant Cemetery. This has led Kelly to realize there is no ordinance (guiding document) for cemetery planning and allowances. Kelly will be working on that in the coming months. They will work on the ordinance and will have a

plan moving forward, he has seen good plans from other towns that he will borrow from and make Litchfield's from those.

D. The property on Lunts Hill Road that has the boats lined up on the side of the road has had a new survey done since the owner of the property has split the land. This shows the property line and that the boats are on town property, the boats will just be removed. Gary would like to know if the owners can be found, Kelly has tried, but they have not been registered in over a decade and he will just be having them removed.

E. Kelly and Pat S. have been interviewing candidates for the Senior Center Director. There have been two applications. Neither is currently a participant of the Senior Center. Kelly also noted that the Carol Bailey String Band performed two shows by request at Sawyer Memorial and received \$1,200.00.

### 3.2 Transfer Station

A. There was one bulky container taken this week.

B. Also the TV trailer was emptied this week along with the metal taken this week.

C. The swap shop had 210 items taken this week for a total of 9907 items taken so far this year. The Swap Shop will be closing to incoming and outgoing at the end of September 2025.

D. The team issued five more stickers for a total of 3111 stickers so far.

E. The DEP is interested in the swap shop totals as the show items that have been avoided being put into a landfill. Kelly will be on vacation during the DEP's upcoming visit to review the application for site upgrades, so Kelly will be working with John to adjust the plan for expansion before he leaves.

### 3.3 Code Officer/Plumbing Inspector

A. Steve handed out his permit report to the Selectmen. Time for review, observations and questions.

B. There Fire Chief requested a permit waiver for the dry hydrant over on 197, permit was already issued as the case was time sensitive.

There was a motion made by Tom P. to waive the dry hydrant repair permit for the Town of Litchfield Fire Department. This was seconded by Gary, vote 2-0 (1 absent).

C. The Litchfield Food Bank submitted a request to waive fees for a permit for upcoming installation of a back-up generator.

There was a motion made by Tom P. to waive the permit fee for the back up generator at the food bank. This was seconded by Gary, vote 2-0.

\*\*\* 4.1, 4.2, 5.1 were also covered during Steve's report to be cognizant of time.

See below \*\*\*

D. Elton Wade asked Steve if the property that was recently sold on Huntington Hill Road was sold as a single lot or a subdivided lot. Steve noted this was sold as a single lot and would have to go through the Planning Board for review of the Subdivision Ordinance before that could change.

### 3.4 Road Commissioner

- A. Kelly reports the Wenzel Road and Maxwell Road grinding was completed.
- B. The Road Crew participated in the dry fire hydrant installation on Rt. 197.
- C. The old bridge metal has been removed, the landowner wanted to keep the guardrail, so that is the only piece left there. The Road Crew is done with the work that was required to complete the project on their end.
- D. The town is planning for winter sand delivery next week.
- E. The Road Crew is working on revisions for the Safety Works corrections for the department. This should be done in the next couple weeks as Corey has ordered the required materials.
- F. Tomorrow the parking lot/driveway behind the town office on the fair parking side of the building will be worked on, the Farmer's Club will be present to chime in with their preferences, as this is partly their land. The fence will be part of the revamp work as well.

### 3.5 Fire & Rescue

- A. Dry hydrant was installed this past Thursday and tested right after. Chief Sherman is happy with the amount of water that is present and has noted that if there was an emergency he feels there is enough to get started with.
- B. The department's hose and ladder testing will be on September 29, 2025, which is annual testing. The Fire Department has changed companies this year and now can stay on home base with an estimated \$800.00 savings.
- C. Chief Sherman reported that Central Maine Cost Recovery sent a check for nearly \$3,000.00 they were able to recover from billing insurance(s).
- D. There was a safety meeting with RSU4's Safety Committee, this was a positive meeting with multiple attendees. There will be meetings with schools and staff to see how the emergency plans come together.
- E. The fire danger is still high. Another ban on open burning a few days ago was instituted. Chief Sherman will keep everyone up to date with how this will change over the coming weeks. There was a grass fire the department was called to that started with a field mower blade sparking off a rock. The rain forecasted in the near future will help in the short term, long term, Chief Sherman will keep everyone up to date.

### 3.6 Emergency Management

- A. Chief Sherman reached out to Kennebec EMA with questions regarding drought. The State's site <https://maine-dry-well-survey-maine.hub.arcgis.com/> has a survey about wells going dry during the drought conditions. Chief Sherman will get information to Kelly tomorrow so residents will have access to information. This is an unusual dry season, so conservation is in order, be mindful of water usage.
- B. All the hurricanes in the Atlantic are being watched. Chief Sherman will let us know if we need to have concerns for this area.

Rayna asked about the information getting out to the residents about potable water available at the Litchfield academy building. Kelly will happily put that on the town website. He remembers people calling in the past years asking about water availability..

### 3.7 Assessing Agent

A. Thursday October 2, 2025, Ellory will be back and available with meeting times if needed.

B. Rayna also asked if the mill rate was set yet? The mill rate was set at 11.47 dollars per each 1000 or property valuation. The mil rate is so low because all property valuations were factored at a 35% increase.

### 3.8 Other Town Committees

A. Paul Budreaux – Road Committee

Maps were presented after their recent extensive work. These maps can be covered so they can be written on. It was suggested to get some plexiglass to cover them so it's easily maintained.

Dirt roads and paved roads are shown on 2 separate maps. There was a question about why a state park was on the map, and the boundaries of Woodbury Pond Park (formerly a state park).

## 4.0 Scheduled Business

4.1 Driveway name request “Doe Lane” (Rte 126 across from White Tail Drive.) – Paul Perreault

The Fire Chief had already reviewed the name and there were no issues with the 911 system.

There was a motion made by Tom P. to approve the new lane named Doe Lane. This was seconded by Gray, vote 2-0 (1 absent).

4.2 Request to temporarily store cut wood on town lot adjacent to Tutt Lane

Kelly explained there is a property owner looking to remove a mobile home and needs to cut some trees to do so. They would like to utilize the trees they cut for firewood but need space to store the harvested trees in the meantime. They would like to know if they can use the town land specified for a time.

There was a motion made by Tom P. to allow temporary storage of cut wood adjacent to Tutt Lane. This was seconded by Gary, vote 2-0 (1 absent).

4.3 Lahey Subdivision Reversion Tax Reduction Request

A subdivision was approved in 2016 on property off Lewiston Road (Rte 126) bordering Woodbury Pond. No lots were sold and in 2023 the owner(s) applied to revert the land to its original single lot, but the town subdivision ordinance had no provision to legally re-combine the lots. The Planning Board revised the ordinance to include the reversion procedures, and it was passed at the 2024 Town Meeting. The Planning Board did not receive the required paperwork to complete the approval until July of 2025. The owner(s) would like their taxes to be abated to the date of their original reversion

request in 2023. The total tax abatement per year is approximately \$6,000.00 from the original lot tax of about \$3,800.00 for a total of about \$12,000.00 total requested abatement. The Board was in favor of granting an abatement, but needs the new assessment number. Kelly will speak with Ellery about this, since the reversion occurred after April 1, 2025, so the valuation was not updated yet.

#### 4.4 New Mills Dam – new cost share, upcoming repairs

Kelly spoke with the representative from the Dam Committee; Gary caught the tail end of conversation.

West Gardiner has stated intent to join the Dam Committee and help financially support the dam and costs for repairs. Splitting cost(s) equally would give the town(s) an annual figure of \$10,000.00 each.

Dam inspection recently showed no immediate need other than routine maintenance.

There is an upcoming issue that will need to be addressed, this is for the apron. Half of the apron is on till and half is on glacier rock. McGee construction gave an estimate for work of \$164,000.00. They will be continuing to reach out to others and have other suggestions for repairs. Kelly mentioned that by the time the repairs are ready to be done there should be \$100,000.00 in the account for the dam so the burden will not be as hard to take.

Other repairs: make the old power generation gates operable, as they are not currently, water just spills over them when there is an excess. This could possibly make use of the resiliency grant(s) that were discussed at the last Select Board meeting. FEMA is no longer a source for funds to repair dams.

#### 4.5 Personnel Policy Review

Kelly handed out options collected from other towns; he reviewed options to be discussed in detail in the coming meeting (minutes to come). Kelly will give a reminder of time and date to Select Board members after coordination with Rick.

### **5.0 Unscheduled Business**

#### 5.1 Pole permit Whippoorwill Road – Newendyke property

There was a motion made by Tom P. to approve the placement of a new pole on Whippoorwill Road. This was seconded by Gary, vote 2-0 (1 absent).

### **6.0 Appointments/Resignations**

#### 6.1

### **7.0 Warrants**

#### 7.1 Town Warrant #6 \$129,811.19

There was a motion made by Tom P. to approve Town Warrant #6 in the amount of \$129,811.19. This was seconded by Gary, vote 2-0 (1 absent).

#### 7.2 Town Payroll #6 \$34,001.62

There was a motion made by Tom P. to approve Town Payroll #6 in the amount of \$34,001.62 Gary vote 2-0 (1 absent)

## **8.0 Selectmen/Public Discussion/ Communication**

8.1 The Generator was installed last Friday at the Food Bank, flawless testing at this time.

8.2 Elton announced that the Public Works Department is losing their supervisor. There will be an add going out on Indeed with no rush to fill the position in hopes to get just the right individual in the position. Currently the department is running well on its own/with the current staff.

## **9.0 Future Agenda Items**

9.1

**10.0 Adjournment** at 7:48 pm

Respectfully submitted by Angela Parker