

Town of Litchfield
Select Board Meeting
February 10, 2020
Meeting Minutes

- 1.0 Convened at 6:30 PM; Pledge to Flag; Selectmen:** Gary Parker, Chairman, Rayna Leibowitz, Mark Russell; **Staff:** Trudy Lamoreau, Town Manager; Larry Nadeau, Road Comm.; Bryan Lamoreau, Transfer Station Manager; Bruce Slattery, EMA Director; Town Office Staff: Diana Larrabee; Road Advisory Committee Members: Toby Jutras, Chm., Tamas Szepsy; John Upham, FOAA Officer; Lindsay Nelsen, Conservation Comm. **and Guests Present** per the sign-in sheet.
- 2.0 Minutes of January 27, 2020 Meeting submitted for final approval.** A motion to approve the minutes as amended with reference to corrected information in these minutes regarding the March 3 and June 9 voting was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0. **Information provided by the Election Official for the Town of Litchfield indicates the March 3 voting is for a Presidential primary. It is not in lieu of party caucuses but there will no longer be a Presidential straw poll at them. The caucuses will be for the purposes of local and county party organization and electing delegates to the state party conventions. The election in June (9) is technically a primary election as well, for federal (except President), state and county official, plus our “general” election for local officials. Then the general election will be in November.**
- 3.0 Reports and Correspondence:**
- 3.1 Town Manager: A. A Sample for a Petition by a Citizens Initiative that is in compliance with State Law was provided. It will be provided to anyone indicating they want to initiate one.
- B. Proposed budget information is coming in well.
- C. CMP was mailed a check to get the electricity installed in the Radio Building on Oak Hill, but they didn't know where to apply it so they put it in a limbo account until the payer (the Town of Litchfield) called them. CMP was called and eventually the payment was identified and applied to the work project. No promises were made on when it will be done
- 3.2 Code Enforcement Officer/Plumbing Inspector - Absent
- 3.3 Road Commissioner - He was sanding when the meeting started but came in later.
- 3.4 Fire & Rescue - A. The budget submission will be ready for next meeting. The Town Manager advised Chief Labbe has requested that income from the sale of the retired fire truck be put in the Fire Dept. Equipment Reserve Account. The Town Manager was asked to discuss this with the Auditor.
- B. It was noted the monthly report of the number of fire and rescue calls have not been provided for some time. They were again requested.
- 3.5 Emergency Management - Bruce Slattery advised RCM (the provider of the radio equipment) is assembling the radio components for the building. Once the electricity is in, they want it heated for a week before the radio equipment is installed.

3.6 Assessing Agent - The Assessing Agents were in all week. Beginning the spring work. Several Abatement requests were prepared. See Agenda Adjustments

3.7 Transfer Station - A. The Transfer Station Manager reported they were not open Friday because of the storm. Saturday they turned away 25 people with no stickers.

3.8 Other Town Committees: A. Toby Jutras, Chairman, advised the Road Advisory Comm. will meet with the Select Board in a workshop on Wednesday, 2/12. Toby had trouble with Trudy's email and Steve and Darren have been working on that and other email issues.

B. Mass Gathering Comm: Gary advised MMA does not have the ability to review the drafted Mass Gathering Ordinance, so it has been forwarded to KVCOG for review.

C. Broadband Comm.-Is meeting tonight.

4.0 Agenda Adjustments

4.1 Abatements Request See 6.1

5.0 Scheduled Business

5.1 Road Name Request - Halfway Lane - formerly 98 Buker Road but another lot has been added to it. A motion to approve the name Halfway Lane was made by Mark Russell, seconded by Gary Parker and voted 3 - 0.

5.2 Mary Jo Mason Update - The Town Manager advised a neighbor reported sewage from this property runs across the ground. The CEO/LPI will be advised ASAP.

5.3 Doug Caton Consent Agreement Update - Waiting for information regarding the CEO's plans for inspection of the property.

5.4 Petitions - Citizen Initiative to amend Land Use Ordinance (Phil Roy/Birches Campground) Copies of the petitions were provided to the Board as requested. The signatures have been validated as sufficient to meet the minimum requirement. There was discussion that the format was not correct and does not meet the requirements for a valid petition. A motion to reject it was not seconded and died on the floor. A suggestion was made to send it to the Planning Board for a determination and a recommendation. A motion to request a Planning Board review and recommendation to place it on the warrant for the next Town Meeting was made by Rayna Leibowitz, seconded by Gary Parker and voted 3 - 0.

5.5 The Meadows Golf Club- Review of Liquor License Renewal Application - Mr Randall Anderson was present to discuss the liquor License renewal. A typo was identified on the application and will be corrected and Page 1 needs to have the appropriate applicant field completed. A motion to approve the corrected License Renewal was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0. The application will need to be submitted to the State for final approval.

5.6 Budget Review - An initial review of the following categories was done. Some additional information is required on several items so additional review will be required: Account # 01-5 Administration, 09-5 Legal, 14-5 Planning Board, 56-5 Emergency Services, 60-5 Cemeteries.

6.0 Unscheduled Business

6.1 Abatement Request - Map R04, Lot 50B, Kyle Finley No lot improvements have been made and there are access issues. \$350.00. A motion to approve the Abatement was made

by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

7.0 Legal

8.0 Appointments and Resignations

9.0 Warrants

9.1 Town Voucher #16 for \$359,430.54 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0

9.2 Town Payroll #16 for \$22,674.46 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0

10.0 Other Business

11.0 Selectmen/Public Discussion/Communication

11.1 Lindsay Nelsen, Conservation Committee, was present to advise she has recently learned of availability of a Maine Conservation Corp. application for conservation work field teams for public lands. Two levels might be available, for 6 persons for 1 week at a cost of \$3950 or 3 Persons for \$2500. Work is done between June and October. We must provide housing but she understands the Fairgrounds could be made available. She talked with the Town Manager and the contingency fund has \$8500 in it, but the Board felt that should not be used for this purpose. An application could be submitted with the condition that funding is approved by the voters at the regular (June 13) or at a Special Town Meeting if one is held before June 13. Lindsay was asked to identify information regarding liability insurance and workers comp coverage and the Town Manager was asked to determine if one of the workers is hurt in Litchfield, would affect our risk.

12.0 Future Agenda Item

- 12.1 Feedback on Selectman's Handbook
- 12.2 Town Office Renovation Update
- 12.3 Cemetery Signs
- 12.4 Update regarding the new Dispatching Protocols

13.0 Adjournment at 8:35 PM

Respectfully Submitted by

Rayna Leibowitz