

Town of Litchfield
Select Board
March 9, 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; Tina Gowell, Fire & Rescue; Tamas Szepsy, Road Advisory Committee Member; John Upham, FOAA Officer; Elton Wade, Budget Comm; **and Guests Present** per the sign-in sheet.

2.0 Minutes of February 24, 2020 Meeting submitted for final approval. A motion to approve the minutes was made by Mark Russell, seconded by Gary Parker and voted 3 - 0.

3.0 Reports and Correspondence:

3.1 Town Manager: A. Trudy Lamoreau advised she has received a letter from Kennebec Land Trust requesting \$250.

B. MaineGeneral Hospice has requested \$500. (It was noted a request for funding requires a petition signed by a minimum of 50 registered Litchfield voters for inclusion in the budget.)

C. Several foreclosure notices have had payments made.

D. One Town Office employee (Jen Newendyke) has given notice of termination to take a new job in Portland with the Maine State Police.

E. There have been several staff members out sick last week and this week.

F. Elections last week went very well. Over 700 people voted.

G. The Country Store has announced it is closing immediately.

H. The School Board is meeting Wednesday evening, probably at OHHS.

3.2 Code Enforcement Officer/Plumbing Inspector - out sick today. Trudy noted he received 3 applications for building permits for single family homes last week.

3.3 Road Commissioner - Also out sick. The Select Board Chairman advised he has received a call from a Jungle Lane resident advising the road is not passable. Since it is a town road, it needs to be maintained. The Chairman will talk with the Road Commissioner about addressing it tomorrow.

3.4 Fire & Rescue - A. Tina Gowell advised they have been very busy with Flu cases. She suggested anyone experiencing flu-like symptoms contact their primary care provider by telephone and consider self-transporting if that is recommended.

B. Three thermometers in the response vehicle had to be replaced with ones that do not touch the skin.

C. Additional face masks are not available to purchase anywhere. Tina has provided some to the Town Office staff.

3.5 Emergency Management - The status of the communications via the Oak Hill location are not known at this time.

3.6 Assessing Agent - Ellery is expected Thursday with a representative from the Maine Revenue Services who will be here to gather their annual information. RJD Appraisers have completed all identified spring work.

3.7 Transfer Station - A. Last weekend went smoothly. Stickers were issued after verifying Litchfield registrations and a list was made for the Town Office to record them.

3.8 Other Town Committees: The draft Mass Gathering Ordinance has been sent to KVCOG to make the recommended changes .

4.0 Agenda Adjustments

4.1 Quit Claim Deed for Map U21, Lot 15 David Turek

4.1 Quit Claim Deed Merrill & Madelyn Harvey to Howard & Amy Washburn apparently not filed in 1979.

5.0 Scheduled Business

5.1 Mary Jo Mason update - June 1 is the deadline from the attorney.

5.2 Doug Caton Consent Agreement Update -Still waiting for a court date to be assigned.

5.3 Stephen Lane - CDBG Block Grant Public Hearing (7:00 PM) Mr Lane provided a summary of his application for a grant request for audio-visual equipment to enable his company to provide more and better services. The application process includes a requirement for a public hearing and the Select Board and residents were provided an opportunity to ask questions and offer comments. None were received.

5.4 Jim Levasseur - Posted Roads Presentation - Jim, a Litchfield resident for 22 years has discussed the posting of roads with many and developed a presentation advocating the development of an Ordinance authorizing the posting of town roads for heavy loads during the spring when more damage occurs because of thawing. Jim's proposal includes:

1) We need to post the roads. This requires an ordinance enacted by the Select Board (not the voters of the town) after a public hearing.

2) We should consider posting some roads permanently

3) We should consider developing a truck route

4) Update the GPS.gov website to keep heavy trucks off some town roads

Jim provided a draft Road Posting Ordinance. The Chairman assigned the Draft to the Road Advisory Comm, directing them to schedule a meeting for March 18 at 6:30 for review and recommendation to the Select Board on March 23. The Board will hold a public hearing on the proposed Ordinance issue on that date and if appropriate, a decision can be made including an effective date.

5.5 Budget Review for Insurance, Office Equipment, Computer Service, Software Support (some numbers not yet available), Animal Control (not final), (Public Works note reviewed in the absence of the Road Comm.) Planning Board, Capital Road Improvement, Recreation Dept., Public Service Agencies (some numbers not yet available), KVCOG (increase based on population increase in accordance with per capita formula), Dams, Debt Service, Capitol Projects will be adjusted to remove prior completed projects,

6.0 Unscheduled Business

6.1 Quit Claim Deed for Map U21, Lot 15 David Turek, Repurchase agreement paid. A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

4.1 Quit Claim Deed - Merrill & Madelyn Harvey to Howard & Amy Washburn apparently not filed in 1979 as expected. A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

8.0 Appointments and Resignations

8.1 Misti Harvey - Deputy Clerk, Deputy Treasurer, Deputy Tax Collector, Deputy Registrar of Voters - A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

9.0 Warrants

9.1 Town Voucher #18 for \$379,551.95 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0. \$305,992.05 was paid to RSU#4.

9.2 Town Payroll # 18 for \$18,606.03 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

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

12.5 Road Posting Ordinance

13.0 Adjournment at 8:50 PM

Respectfully Submitted By

Rayna Leibowitz