

**Town of Litchfield
Board of Selectmen
March 13, 2017**

- 1.0** Convened at 6:30; Pledge to Flag; Selectmen, Mark Russell, George Thomson and Rayna Leibowitz, Staff: Trudy Lamoreau, Town Manager, Larry Nadeau II, Road Commissioner, Bryan Lamoreau, Transfer Station Manager, Stan Labbe, Fire Chief, Office Staff: Diana Larrabee & Selena Nadeau; Road Advisory Comm. Members: Richard Lane, Tamas Szepsy, Bill Quackenbush, Budget Comm. Members: Pat Soboleski, Planning Board, Paul Hempstead and Kelly Weisenfels and Guests Present John and Dorie Upham, Vicki Russell and Rep. Kent Ackley.
- 2.0** Minutes of February 27, 2017 Board Meeting submitted for final approval. Approved on a motion by George Thomson, seconded by Mark Russell and voted 2 - 0 - 1.

Minutes of March 2, 2017 Special Board Meeting submitted for final approval. Approved on a motion by George Thomson, seconded by Mark Russell and voted 2 - 0 - 1.

3.0 Reports and Correspondence

3.1 Town Manager

- A. A Rabies Clinic was held March 11 at the Fire Station to benefit the Fuel Fund. 35 Animals were vaccinated.
- B. A proposed contract for emergency services dispatching was submitted and copies made for the Board to review for the next meeting.
- C. Additional information is being gathered regarding On-Line Rapid Renewal of Automobile Registrations. While this will decrease counter work for staff, it also will decrease the income for the Town as the amount paid at the counter includes a local fee.
- D. Trudy reported the Jim Hodgkins, School Supt of RSU4 has tendered his resignation effective at the end of June 2017.
- E. Legislative activities include a hearing **March 21** regarding restoring Revenue Sharing. Additional activities regarding Homestead Exemptions are expected.

- 3.2 Code Officer/Plumbing Inspector** - Trudy reported Steve and the Assessing Agent are working on entering Building Permits into the Computer system prior to the **April 1** date.

3.3 Road Commissioner

- A. Larry advised snow predictions for Tuesday and into Wednesday are for 12 - 20 inches of snow. The equipment is ready. Workers went home early and will be coming in later than usual in anticipation of long hours responding to the storm. Strong winds are expected so each truck will also carry a chainsaw. Prepare for electricity outages.
- B. One employee has resigned to accept a position paying much more, but he will work through the expected storm.
- C. Larry met with several residents of the Upper Pond Road to discuss the proposed work. He received positive feedback for the work but there were concerns about the costs. More discussions will be held.
- D. Garage repairs are expected to be completed next week.
- E. Salt and Sand inventories are expected to be adequate for the rest of the season. George reported he received a call from a concerned citizen complaining that pure salt was being used to treat the roads at a much higher cost than salt/sand mixtures. An explanation of the term "hot load" was requested and Larry explained it as a load with extra salt to expedite melting conditions that results in less labor required to achieve desired outcomes. The process allows the melted snow to evaporate more quickly and it leaves a white coating on the road that may be perceived a pure salt.
- F. Larry reported that his crew has plowed more snow this winter than has been plowed in the last three winters.

3.4 Fire & Rescue

- A. Stan Labbe, Chief, advised some changes to dispatching protocols are being made that will provide uniformity throughout the nation for dispatching.
- B. Things are quiet right now. The Insurance Inspector's report is being addressed by a licensed electrician.
- C. The meeting room at the Fire Station is being painted by County Inmates with no labor costs to the Town.

3.5 Emergency Mgmt.

- A. Plans are being made to replace the aging communications antennae on the corner of the Town House building. Costs are within the EMA Budget.
- B. If a warming center is needed as a result of power outages with the coming storm, it will be held at the Fire Station.

3.6 Assessing Agent - See 3.2 above.

3.7 Transfer Station

- A. Things are going well.
- B. Compliments to the Public Works for their plowing at the Transfer station being done well and on a timely basis.
- C. The Brush Pile is growing but is expected to not need chipping until spring. Leaf disposal is being requested (until it snows again) and folks were encouraged to contact Tom Campbell to see if he wants leaves until the Transfer Station is ready to receive them.

3.8 Other Town Committees - The Road Advisory Committee

- A. Richard requested a projection screen for a training program on **Thursday**. John Upham offered one and Bryan offered to shop at State Surplus to see if one could be bought reasonably.
- B. The Road Committee is having its meeting on **March 22** instead of March 15. They are working on Budget plans and numbers, including possible bonds.
- C. Posting Roads was discussed. It is necessary to have a local ordinance to allow the legal posting of roads to heavy loads. Litchfield does not have this. MDOT has a sample one available on their website. If desired, the issue would need to be ready for Town Meeting discussion and voting.
- D. Bump signs were requested and encouraged on Town and State roads.
- E. Senior Center - Pat advised the Band is scheduled to perform seven times in the period **April 7 to May 10**. The bus will need to be re-registered before then.

4.0 Agenda Adjustments

None

5.0 Scheduled Business

- 5.1 Abatement, Map U19, Lot 8 (Richard and Karen Taylor). This is a double wide that was overvalued and they do not have a third well as indicated. Abatement amount \$643.82 approved on a motion by Rayna Leibowitz, seconded by George Thomson and voted 3 - 0.
- 5.2 Supplemental, Map R01, Lot 028 (Priscilla Estes-Emerson) Tree Growth Penalty of \$491.40 approved on a motion by Rayna Leibowitz, seconded by George Thomson and voted 3 - 0.
- 5.3 Quitclaim, Map 06 lot 069 (Thomas E. Campbell) Resident paid 3 years back taxes. Approved on a motion by Rayna Leibowitz, seconded by George Thomson and voted 3 - 0.
- 5.4 Budget Review - Trudy advised the info for the Town Report must be at the printer by **May 22**.

An initial review of budget proposals was done on certain accounts.

01-5 Administration: Line 023 - remove words "road comm"; line 026 does not include an increase for assessing agent services; line 029 move to the Public Works section. Trudy advised the vacancy in the Town Office, advertised in the Sodalite, generated 20 applications received. She will be setting up appointments for interviews soon.

05-5 General Government: line 124 increased reflecting the minimum wage increase; Line 140 increased as postage has gone up; Line 161 can be removed.

09-5 Legal: No change

10-5 General Assistance: lowered by \$4000

15-5 Town Office Operations: Recheck figure on line 460, Heat/Fuel YTD

20-5 Office Equipment: Check total for category. Line 245: Trudy advised additional uses of the TRIO Program will result in more efficient and detailed report generation. Line 249: The Web company we were using dropped us and we are using another one that we are satisfied with.

30-5 Animal Control; Compliments were received regarding the ACO services provided.

38-5 Street Lights: An on-going concern

56-5 Emergency Services: recheck the line 240 amount.

?# for Rec Department

The Rec Dept funds will need to be moved to a Town administered account by June 30. The Rec Director currently has a separate checking account.

60 -5 Cemeteries: No change

63-6 Newsletter: No change, an April edition is planned.

68-6 Dams: No change. It was noted Monmouth gave us \$7,000 towards repairs last year.

70-6 Debt Service: it was noted line 001 shows the \$375K MMBB note has been paid, resulting in a decrease of \$39,000.

Next meeting budget review: Fire Dept, Transfer Station, Ambulance Services, Seniors

8.0 Appointments and Resignations

8.1 Trudy Lamoreau, Town Clerk (from Acting Town Clerk) A motion to approve this appointment was made by Rayna Leibowitz, seconded by George Thomson and voted 3 - 0. Trudy advised the duties have been assigned to the Town Office staff and cross training will be done to ensure the functions are appropriately carried out under her supervision.

9.0 Warrants

9.1 **Town Voucher** #18 for \$393,910.58 (includes over \$319,000 for RSU#4) approved on a motion by George Thomson, seconded by Rayna Leibowitz and voted 3 - 0.

9.2 **Town Payroll** #18 for \$15,825.03 approved on a motion by George Thomson, seconded by Rayna Leibowitz and voted 3 - 0.

11.0 Selectmen/Public Discussion/Communication

A. Dorie Upham advised she had been notified of a grant-writing course being offered for this Thursday and Friday. She will provide details to Trudy (who will share it with Richard Lane) to see if a candidate can be found to take it.

B. Rep. Kent Ackley provided information about some of the Legislative activities he felt we'd like to know about. He serves on the Agriculture Comm. and is participating in the marijuana legalization implementation committee. The Governor's proposed budget is very low which would raise property taxes significantly if adopted. A surplus from this FY has allowed an increase to the Rainy Day Fund and to aid in response to the opioid treatment crisis. The marijuana legalization implementation committee has many bills proposed. They are likely to be working on this well into the summer. There are no allowances for local taxes to be collected in the state law that was passed. A local sales tax may be possible however, so stay tuned.

12.0 Future Agenda Item

- 12.1 D. Blocher Property
- 12.2 Street Lights
- 12.3 Old Mill Rd Bridge
- 12.4 Return of the 7/14/16 Executive session Working Papers
- 12.5 Dispatching Contract
- 12.6 Rapid Renewal of Registrations On-Line
- 13.0 Adjournment at 8:50 PM.