

Town of Litchfield
Select Board
April 22, 2019
Final 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; Stan Labbe, Fire Chief, Tina Gowell, Rescue Asst. Chief; Larry Nadeau, Road Comm.; Road Advisory Committee Members: Tamas Szepsy, Richard Lane; Budget Committee Members, David Blocher, Rodney Allen; John Upham, FOAA Officer; Renee Lachappelle, BAR **and Guests Present** per the sign-in sheet.

2.0 Minutes of April 8, 2019 Meeting submitted for final approval. A motion to approve the minutes was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

3.0 Reports and Correspondence:

3.1 Town Manager: A. The Kennebec County EMA Director stopped by and encouraged Litchfield to support the proposed LD 372. An Act to Increase the Safety of Maine Residents in Extended Power Outages.

B. The Kennebec County Administrator has finally responded with the proposed County Tax amount reflecting an increase of \$29,000 from last year, a 4% increase, based on increased property values as determined by the State.

C. Tax receipts have slowed down but are still coming in.

D. The transfer of funds to a Kennebec Savings Bank Money Market Account is already showing an increase in Interest Income.

E. The building use assessment of the Town Office is expected to be done soon. Steve has made contact with a contractor but no date has been set yet.

F. The damage to the garage has been repaired by the Road Commissioner. The claim filed with insurance has been withdrawn.

3.2 Code Enforcement Officer/Plumbing Inspector - Steve was absent tonight but he had provided the Board members with a copy of a letter regarding a violation of the town's Solid Waste Ordinance resulting in a First Notice.

3.3 Road Commissioner - A. Larry reported they have started grading Oak Hill Road today, getting about 200 feet done.

B. The wings and blades were taken off the plow trucks last week. Sanders are expected to be removed soon.

C. Advertising has been done for a seasonal position opening.

D. Larry met with All States Paving today to discuss paving needs. Their new plant will be operational 7/1/19 and they will plan to do the work not completed last year. Larry is expecting last years prices will be honored for the work not able to be done last year.

E. Planning to grade all town owned gravel roads.

F. State DOT plans to shim all state and state aid roads in town this year.

G. Magotty Meadow Bridge (Palmer Bridge on Rt. 197) work is expected this summer. MDOT plans to shut down the road for a period to expedite the work. Larry will contact MDOT for more detailed information.

H. Huntington Hill cracking was questioned by a resident. Larry responded that the section rebuilt recently did not show any cracking. Areas that were not rebuilt showed reflective cracking that exists each year. If and when those sections are rebuilt, that should go away.

I. Buker Road cracking expected to re-pack when the temperature goes up. That was our experience with other roads using the double chip seal process.

3.4 Fire & Rescue -A. Stan reported they have been real busy but the big calls were all for mutual aid response.

B. Rescue has been swamped. He put a call out for more volunteers to get training.

C. The Fire Dept. got their new trailer, as approved. They are very satisfied with it but a few

modifications need to be done, including raising the jack so it provides more ground clearance in the up position. The Town Manager requested a copy of paperwork for insurance purposes.

D. The Maine Dept of Labor, Bureau of Labor Standards is inspecting the Fire Department on May 22.

E. Gardiner’s request for a new ambulance looks like it will be approved. The proposed unit is heavier and will have some improvements. An increased crew size is also expected. The Gardiner Rescue was praised for their service to Litchfield residents.

3.5 Emergency Management-

3.6 Assessing Agent -

3.7 Transfer Station -

4.0 Agenda Adjustments

5.0 Scheduled Business

5.1 Review Status of Map R02 Lot 016 - The Chairman reported a meeting was held with the Town Attorney regarding the process of addressing a dangerous building situation. Simon Burns, an attorney with Legal Services for the Elderly, was present representing Charles Parsons, who was also present. A copy of the report of the building inspector had not been provided to Mr Parsons or his attorney, so one was given to both of them. Following the discussion of options available to the Town of Litchfield regarding the processes, a motion was made by Mark Russell, seconded by Rayna Leibowitz to authorize the Town Attorney to initiate a civil action in Superior Court against the owners and parties in interest of the real property located at 2787 Hallowell Road, Town Tax Map R02, Lot 016 to address the following issues: 1) the dangerous building pursuant to 17 MRSA §2851, and 2) The unauthorized junkyard/automobile graveyard, pursuant to 30A MRSA § 3753. This authorization includes the possibility of a consent agreement. The vote 3 - 0.

The owner requested help with the water situation. The pump may be burned out. They expressed interest in putting something else on the lot, another house or mobile home and asked if the Fire Department could burn down the current structure. They were advised the lot could have another structure on it that complied with building permit requirements.

5.2 Review of Spring Conditions - Oak Hill Road - At issue is the gravel section of road between the paved sections, some of which was rebuilt last year but not paved. All three Selectpersons had driven the Road when conditions were compromised.. Several residents spoke about the conditions and urged paving the entire gravel section. The road had been graded last fall before freezing, but potholes developed within a week. Then winter came and for 5 months, the increasing number and severity of potholes made driving difficult and slow. A major concern was for timely response of emergency response vehicles. The Road Commissioner agrees that section of road should be paved to improve the maintenance and condition. He plowed that route for 22 of 28 storms and is intimately familiar with the situations. The Road Advisory Committee favors paving all the gravel section of the road. The school bus continued to travel the road all winter. Chief Labbe advised a fire truck could not drive 15 MPH on that road with the potholes he saw.

No action was taken at this meeting. The Chairman advised he would take this information under advisement and the topic will be put on a later meeting agenda so residents who supported leaving it gravel could provide some comments as well. None of that group was present at this meeting.

5.3 Doug Read, Map R09 Lot 2/ROW across gravel pit - Mr Read did not attend meeting, no action.

5.4 RJD Appraisal Contract - 07/01/2019 - 6/30/2022. The proposed Contract is for three years with the following amounts:

7/1/19 - 6/30/20	\$23,000
7/1/20 - 6/30/21	\$23,750
7/1/21 - 6/30/22	\$24,500

A motion to authorize the Town Manager to sign the proposed three year contract was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

5.5 Dispatch Agreement between State of Maine, Dept. of Public Safety and the Town of Litchfield

The proposed two year contract is for the following amounts: 7/1/19 - 6/30/20 \$31,706 and 7/1/20 - 6/30/21\$32,770. A motion to authorize the Town Manager to sign the proposed two year contract was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

5.6 RSU#4 Warrant Budget Validation Referendum - the Budget meeting will be held on May 15 at 6:03, the validation vote will be held on June 11. A motion to sign the budget validation warrant was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

5.7 Budget Review and possible approval - Each category of the budget was reviewed and some changes were made in the following ways:

General Government - \$200 less by lowering the bank service charge (Line 210)

General Assistance was reduced by \$3,000

Public Works was reduced by removing \$3,500 for Calcium, Winter Liquid (Line 639)

Garage was reduced by \$1,000 by lowering the Maintenance Inventory (Line 601)

Transfer Station was reduced by \$1,000 by reducing the Bulky Goods Trans (Hauling) (Line 514)

Newsletter was reduced by \$650 by removing the inserts (Line 062)

Seniors was reduced by \$17 by limiting the salary increase to 3%, the maximum any other staff received

Total reductions - \$8,367. No increases.

There were no changes to the Proposed Revenue figures.

Another review will be done before a final budget proposal is offered to voters.

5.8 Quit Claim Deed, Gregory and Stacey Amos, Map R08 Lot 004, A motion to sign the Quit Claim Deed for Map R08 lot 004 was made by Mark Russell, seconded by Gary Parker and voted 3 - 0.

6.0 Unscheduled Business

7.0 Legal

8.0 Appointments and Resignations

Resignation of Jessica Childs - Additional information was received regarding filling this position. The recommendation was to put off appointing someone to fill this position until after 6/11, and inviting interested parties to come forward for appointment. They could serve for a year to learn the position and decide to run for election in 2020. Advertisements will be placed in the normal/usual local places.

9.0 Warrants

9.1 Town Voucher # 20 for \$43,828.11 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0

9.2 Town Payroll #21 for \$18,236.85 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

12.0 Future Agenda Item

12.1 Feedback on Selectman's Handbook

12.2 Gustin Rd and Old Mill Rd Bridges (inspections in October)

12.3 Gustin Rd -Winter maintenance (After May 1)

12.4 Doug Caton - Consent Agreement

12.5 Town Office Renovations

12.6 Spectrum Franchise Fees

12.7 Oak Hill Road - Paving the full gravel section

Adjournment at 10:10 PM

Respectfully Submitted, Rayna Leibowitz