

Town of Litchfield
Select Board
May 28, 2019
Draft 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.; Pat Soboleski, Senior Director & Budget Comm; Road Advisory Committee Members: Toby Jutras, Chm., Tamas Szepsy, Richard Lane; John Upham, FOIAA Officer; Town Office Staff: Diana Larrabee and Kelly Weissenfels (also Budget Comm.); Renee Lachappelle, BAR **and Guests Present** per the sign-in sheet.

2.0 Minutes of May 13, 2019 Meeting submitted for final approval. A motion to approve the minutes with the identified corrections was made by Gary Parker, seconded by Mark Russell and voted 3 - 0.

3.0 Reports and Correspondence:

3.1 Town Manager: A. The Town Manager advised of an incident with the Seniors bus on May 14th when a vehicle ahead of the bus stopped suddenly, causing the Senior Bus to brake suddenly. A report has been made to MMA Insurance.

B. Elton provided the expected cost of additional work to connect the Academy fire Alarm System to the Libby Tozier Alarm System. One cost not previously recognized is the need for a fire watch while work is being done when the building is in use.

C. The Town Manager advised she and Chairman Parker, Chief Labbe, Mr & Mrs Mel Newendyke and an event promoter representing C3 Presents met with Steve Ochmanski regarding a proposal to use Newendyke's property on the Small Road for a four day music event considered for August 2020. This may include 10,000-15,000 persons, campers and RV's, security, fire prevention, water supply, sanitation, etc. Some proceeds would go back to the town. If successful, it might become an annual event. The Land Use Ordinance would need to be reviewed and the Planning Board approval is required. The promoter is on the Planning Board agenda for its June 6 meeting at 6:30 PM.

3.2 Code Enforcement Officer/Plumbing Inspector - The CEO is out sick today. A. The Town Manager reported he has been busy with permits and requests for information. A new road name will be presented the next time he is here for the Select Board meeting.

3.3 Road Commissioner - A. The rented excavator is here and is being used on Oak Hill Road for ditching. Some rock work was put in.

B. Larry graded the Gustin Road for 4 hours and only 2 vehicles traveled on it in that period. More ditch work is needed.

C. Grinding the North end of the Oak Hill Road is scheduled for early June.

D. No response yet to recruitment ads for seasonal employees.

E. Request for review of the swale/ditch by the Healeys on the Upper Pond Road- Larry received the information today and will visit the property tomorrow.

3.4 Fire & Rescue - A. The Fire Department is meeting tonight so no representatives were present.

3.5 Emergency Management - No report.

3.6 Assessing Agent - Ellery Bane will be here Thursday for morning appointments and afternoon site visits. Rob advised they will meet with residents in late August. The desire to have these visits early enough to allow for timely determination of the tax rate will be discussed with him.

3.7 Transfer Station - A. They have been very busy. Many summer residents have arrived.

B. John advised both bulky containers, the cardboard container and the metal container were filled this weekend.

3.8 Other Town Committees - No reports.

4.0 Agenda Adjustments

4.1 Paving Oak Hill Road - See 6.1

4.2 “Order to Close Gustin Road to Winter Maintenance” - See 6.2

4.3 Vote to join Houston-Galveston Area Cooperative Purchase Program for Fire Truck Purchase - See 6.3

5.0 Scheduled Business

5.1 Bill Monagle - Cobbossee Watershed District - Litchfield’s assessment went up 3.2%. Programs they provide include water clarity testing and assessment, water level management, invasive plant control in cooperation with Friends of Cobbossee Watershed. Two other invasive water plants have been identified in Cobbossee Lake. There is consideration for trying to restore alewives to Cobbossee Stream.

5.2 Quit claim Deed, E. Shaw (Heirs of) Map R03, Lot 108 ON - The Purchase Agreement was paid off. A motion to approve and sign the Quit Claim Deed for this property was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

5.3 Public Hearing 7:00 PM - Gustin Road Closure for Winter Maintenance - A motion to enter Public Hearing regarding Closure of Gustin Road to Winter Maintenance was made by Mark Russell, seconded by Rayna Leibowitz at 6:59 PM and voted 3 - 0. The Town Manager advised that advertisements were placed in both the Kennebec Journal and Sun Journal newspapers as well as at the usual local locations and the Town’s website. Chairman Parker advised the proposed closure is from October 1 to April 30 of each year commencing in 2019 for a 5 year period and the intent is to allow the road to be open in the fall as long as travel conditions allow (bare ground) and reopen in the spring when the ground is bare. There was little public comment, the only one being support of the proposed 5 year period. The Public Hearing closed at 7:07 PM.

5.4 Town Warrant Approval 2019-2020 - The Town Warrant was reviewed.

A. Article 39 - The reminder was made that we need to ensure we are following our rules for obtaining bids for the proposed fire truck purchase.

B. Art 48. A motion to recommend transfer of \$100,000 from the Unassigned Fund Balance to reduce taxes was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

C. A motion to approve the Town Warrant as amended tonight was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

6.0 Unscheduled Business

6.1 Paving Oak Hill Road - Discussion of this topic included information that the Select Board has the authority to require the installation of speed humps or tables to improve the safety on Town roads. A motion to pave the entire length of Oak Hill Road in Litchfield with the inclusion of 3 or 4 speed humps/tables, to be located not less than 600 feet apart in the section of road not previously paved was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

6.2 “Order to Close Gustin Road to Winter Maintenance “- A motion to approve an Order for the Closure of Gustin Road to Winter Maintenance was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0. The Order will go before the Town Meeting to be voted on June 15.

6.3 Vote to join Houston-Galveston Area Cooperative Purchase Program for our Fire Truck Purchase - A motion to join to obtain the benefits of lower cost if possible was made by Gary Parker, seconded by Mark Russell and voted 3 - 0. There is no cost to join it.

8.0 Appointments and Resignations

8.1 Woodbury Dam Committee - Dave Howes requested appointment. He is a resident with Woodbury Pond frontage. A motion to appoint Dave Howes was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0.

9.0 Warrants

9.1 Town Voucher #22 for \$47,569.43 A motion to approve was made by Mark Russell, seconded by Gary Parker and voted 3 - 0

9.2 Town Payroll #23 for \$20,864.75 A motion to approve was made by Mark Russell, seconded by

Gary Parker and voted 3 - 0

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 Doug Caton - Consent Agreement
- 12.4 Town Office Renovations
- 12.5 Spectrum Franchise Fees

13.0 The meeting adjourned at 9:25 PM.

Respectfully Submitted,

Rayna Leibowitz