

Town of Litchfield
Select Board
August 12, 2019
Meeting Minutes

1.0 Convened at 6:30 PM; Pledge to Flag; Selectmen: Gary Parker, Chairman, Rayna Leibowitz, Mark Russell; **Staff:** Steve Ochmanski, CEO; Larry Nadeau, Road Comm.; Justin Mooers, PW Crew; Stan Labbe, Fire Chief and several members of the Fire Dept.; Bryan Lamoreau, Transfer Station Manager and George and John, TS Attendants; Road Advisory Committee Members: Richard Lane, Tamas Szepsy; John Upham, FOAA Officer; Kelly Weissenfels, Town Office Staff and Budget Comm; Tom Wood, Budget Comm and Ad Hoc Broadband Comm.; Elton Wade, Budget Comm. and Smithfield Trustee; Carol Smith and Terry Tracy, Smithfield Trustee; Renee LaChappell, BAR; **and Guests Present** per the sign-in sheet.

2.0 Minutes of July 22, 2019, 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. As the Town Manager is on vacation, Steve Ochmanski provided information.

B. Networking - All computers now have solid state hard drives. The server is backed up off site, onto a hard drive and to a second PC in the office.

C. The Changeover to the Sequel storage system for TRIO is planned for late October or November. TRIO representative(s) will be here for that. The postponement is to accommodate the reval work currently going on.

3.2 Code Enforcement Officer/Plumbing Inspector -A. Steve advised he is super busy. Received 3 new single family home applications and is working two more illegal junkyard issues.

B. He is also working on 2 illegal structures in the shoreland zone and an illegal clearing in the shoreland zone.

C. The Maine Dept of Health and Human Services, Division of Health Engineering got way behind in late 2010 with their paperwork. As part of their catching up process, they have waived fees from then to Jan 1, 2017. This means the \$15 for each septic system that would normally be sent to DHHS, can stay in our account. From now on, Steve plans to forward these fees twice a month.

3.3 Road Commissioner -A. Paving on Oak Hill Road is expected to commence on Aug 22. The gravel work is done, Larry will finish grading just before the paving is to be done. The Speed Table locations are expected to be identified on Wednesday.

B. The next project is ditching on the Lunts Hill Rd.

3.4 Fire & Rescue - A. Chief Labbe advised the Rescue Unit has been swamped with calls.

B. The Fire Dept. responded to a fire on an island in Horseshoe Pond and had to solicit the use of a boat to get equipment to the island. The Firefighters Assn. is already fund raising for a boat.

C. Chief Labbe and Tina attended a meeting with the Regional Communications Center regarding dispatching calls to include cross street information. New protocols are being developed.

D. Stan advised Cliff Wells, long time RCC Director is retiring soon.

3.5 Emergency Management - An entrance off Oak Hill Road for the radio antenna location has been put in.

3.6 Assessing Agent - Preliminary information regarding the new values of property will be going in the mail soon.

3.7 Transfer Station - A. Bryan Lamoreau, Transfer Station Manager introduced the two new staff members, George and John, to the Board. He is very pleased by the outstanding job being done.

B. The refrigerators and AC units have been moved.

C. Trees are expected to be cut soon.

D. 220 gallons of waste oil have been pumped.

E. Site work for the new pad has been done.

F. Several people have been intercepted before depositing inappropriate items in cans. Based on the amount of work getting done, Bryan strongly recommends maintaining a staff of 3 at the Transfer Station. He was asked to review the budget that was voted at Town Meeting in June and report back to the Board.

4.0 Agenda Adjustments

4.1 Appointment of Ad Hoc Broadband Committee Members

4.2 Quit Claim Deed Map U23 Lot 27B

4.3 Pole Permit on Stevenstown Road

5.0 Scheduled Business

5.1 Amanda Severy Award - A Legislative Sentiment was presented to Amanda Severy by Representative Kent Ackley in recognition of her response to a medical emergency by a school bus driver with children in the bus. Her quick action avoided a potentially serious accident that could have resulted in many children being hurt. She was given a standing ovation and thanks for her actions. Her husband and infant son were present.

5.2 Smithfield Plantation Concerns - Elton Wade reported he consulted with the CEO and learned that gating and closing the Smithfield Plantation property is not an option with the ordinances currently in place. Discussion was held regarding a variety of topics relating to Smithfield Plantation and some questions arose:

Is Smithfield Plantation included with the Trust properties?

Is money resulting from forestry activities at Smithfield Plantation dedicated to Smithfield Plantation's use?

By what authority can the Smithfield Plantation Trustees use it?

5.3 Fire Truck Bid Opening - 7:00 PM - One bid (#556) was received for a Pierce 1500 GPM Pumper from Minuteman Fire & Equipment Apparatus Inc. in the amount of \$608,363.00 with a prepayment option that would lower the cost to \$589,159.00, representing a \$19,204.00 discount. The bid amount exceeds the preliminary estimate of \$604,000.00, which was the amount in the Town Warrant Article that was approved by the Town's Legislative Body at the Town Meeting. It needs to be determined if the Town could pay more than the article stipulated so a check with MMA Legal Dept. was suggested. A negotiation with the bidder was also suggested with participants from the Fire Dept. and the Budget Committee. Tom Wood and Elton Wade, Budget Committee members were present and offered to participate. A meeting was set up for 6:00 PM on Monday, August 19. It was noted that there is currently \$246,391 in the FD Equipment Reserve Account which includes \$100,000 voted at the June 15, 2019 Town meeting.

Kelly Weisenfels, Budget Comm. Chair will look into financing possibilities.

5.4 Jeffrey Phillips - Solid Waste Violation Update - The CEO reported the solid waste is picked up. There is a question of what remains constitutes an illegal junkyard. Mr. Phillips has not spoken with the CEO. The CEO recommends holding any action while the situation continues to be monitored.

5.5 Adam Brooks - Illegal Junkyard - The CEO advised three quarters of the materials have been cleaned up. He visited the site today and most "junkyard" debris is taken care of. The CEO is satisfied with the effort and results and suggests removing this item from the agenda.

5.6 Doug Caton - Consent Agreement Update - The CEO advised the driveway to the back of the barn is cleaned up. A Coex Box permit has been requested. A demolition permit has been obtained for the barn. August 31, 2019 is the court designated deadline to have satisfactorily met the requirements of the consent agreement.

5.7 Mary Jo Mason - Update - The CEO advised he is waiting to get a date for the Fire Marshals Office to inspect the property at the Town's request. The Town's Attorney and the CEO both have contacted the Fire Marshals Office about it. Steve expects a court date in September and the attorney recommended having the inspection done before that. Regarding the camper being lived in that is parked in the yard at that location, two letters have been sent with no response.

5.8 Spectrum Franchise Fees/Ad Hoc Committee Update - A review and discussion of the Charge to the Litchfield Ad Hoc Committee on Broadband and Cable Access was held. The Committee shall hereafter be referred to as The Ad Hoc Broadband Committee. A motion was made to accept the Charge as presented and appoint the Committee members identified by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0. It was noted a Cheri Coolidge as expressed interest and she may be appointed when a letter of interest is received.

5.9 Quitclaim Deed, U16, Lot 4, Trent and Susan Cook, A motion was made to approve signing the Quitclaim Deed by Mark Russell, seconded by Gary Parker and voted 3 - 0.

5.10 R.O.W. Lease for Justin & Ashley Campbell - Parties not present, no action taken.

6.0 Unscheduled Business

6.1 Appointment of Ad Hoc Broadband Committee Members - See 5.8 above

6.2 Quitclaim Deed Map U23 Lot 27B, Michael Cloutier, A motion to sign the quitclaim deed was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

6.3 Pole Permit on Stevenstown Road - Tabled to next meeting

7.0 Legal

8.0 Appointments and Resignations

9.0 Warrants

9.1 Town Voucher # 3 for \$403,844.96 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0

9.2 Town Payroll #3 for \$20,848.92 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 A. A comment was made by a resident that a chain link fence has been used in another community to create a dug out area for their baseball fields.

B. Concerns were expressed by a resident (Brian Kent) about the construction on Oak Hill Road. Deep ditches with steep sides are dangerous. Too much gravel has been added in several areas. There is a potential conflict of interest with the amount of gravel used. The deep ditches go up to stone walls with steep walls and the walls will collapse as erosion occurs. Erosion control is not well done. There are no shoulders to pull off in or turn out in many areas and where there are, they are soft. Copies of photos of the issues were presented and requested to become part of the record. Building up the road so much has put some driveways out of compliance with the grade allowance. The resident asked if bid specifications had been established and if an engineer had reviewed the work before, during or at any time. As the Road Commissioner had left before this resident spoke, there were no immediate answers.

C. Sodalite - Once again the Sodalite was late getting back from the printer. The copy had been provided well in advance of printing (the 23rd of the month), but it was not available until the 5th day into the next month. The Town Manager was directed to analyze the effect on the budget if a change occurred for

the October issue.

D. Select Board Workshop for Town-Owned Facility Visits set up for Thursday, August 22 at 1:00 PM for the Transfer Station, Ball Fields, Old Town House, Smithfield Plantation and if time allows, Woodbury Pond Park.

12.0 Future Agenda Item

- 12.1 Feedback on Selectman's Handbook
- 12.2 Gustin Rd and Old Mill Rd Bridges Reports
- 12.3 Town Office Renovations
- 12.4 Mary Jo Mason - Illegal Junkyard
- 12.5 Doug Caton - Consent Agreement
- 12.6 Pole Permit on Stevenstown Road
- 12.7 Fire Truck Bid Update
- 12.8 Sodalite Printer Status

13.0 Meeting Adjourned at 9:05 PM

Respectfully Submitted
Rayna Leibowitz