

Town of Litchfield  
Select Board  
September 23, 2019  
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; Larry Nadeau, Road Comm.; Bryan Lamoreau, Transfer Station Manager; Road Advisory Committee Members: Toby Jutras, Chm., Tamas Szepsy; John Upham, FOAA Officer; Larry and Joline Bell, Ad Hoc Broadband Comm. **and Guests Present** per the sign-in sheet.
- 2.0 Minutes of September 9, 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.
- Notes of August 22, 2019 Workshop submitted for final approval.** A motion to approve the notes as accurately reflecting the observations made was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.
- Minutes of September 11, 2019 Emergency Meeting submitted for final approval.** A motion to approve the minutes was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.
- Minutes of September 19, 2019 Special Meeting submitted for final approval.** A motion to add the sentence "The Chairman declared the Executive Session closed at 2:26 PM." and to approve the minutes was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.
- Minutes of September 19, 2019 Special Town Meeting submitted.** A motion to approve the minutes with the addition of the record of the motion and second regarding Article 2. was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0. A copy will be provided to the Town Manager for filing with the appropriate materials.
- 3.0 Reports and Correspondence:**
- 3.1 Town Manager: A. The Auditors have been here for two days and will be expected back for one more day.
- B. Tax bills have been sent out and payments are coming in.
- C. Liens on properties with unpaid taxes will be going out late this week.
- D. The Town Manager has contacted the Credit Union for information regarding the Abatement Request but has not yet received an answer.
- 3.2 Code Enforcement Officer/Plumbing Inspector - Steve is absent today. He has had 39 permit applications in the last 30 days, so he is very busy.
- 3.3 Road Commissioner -A. Larry reported ditching is being done on the Lunts Hill Road. The amount of dirt in the ditches tells him it has been a long time since it was done.
- B. There were many questions about the billing from All States Paving, so Larry met with a representative to resolve the questions.
- 3.4 Fire & Rescue - A. Chief Labbe advised there was a meeting at the RCC last week.

There is a need to create protocols that will be agreeable to many towns to establish better consistency. Another meeting is scheduled for 10/10 at 6:00 PM at the RCC.

3.5 Emergency Management - no report

3.6 Assessing Agent - Ellery and Rob are expected to be here Wednesday to meet with some additional property owners regarding their assessments.

3.7 Transfer Station - A. Bryan reported he has refused to accept materials brought in black bags.

B. A reproduction of a medieval weapon arrived last weekend. Bryan secured it and removed it from the premises.

C. He is still trying to reach the DEP person who can clarify the licensed footprint issue.

#### **4.0 Agenda Adjustments**

4.1 Rescheduling of Select Board Meeting away from Columbus Day holiday - see 6.1

#### **5.0 Scheduled Business**

5.1 Melvin Newendyke - Proposed Mass Gathering Ordinance - Mel provided a recap of events regarding an effort to hold a family oriented musical event on his property in 2020. He met with the Planning Board and was advised that a Mass Gathering Ordinance was needed. Research has been done and Windham's Ordinance has been submitted with modifications to make it Litchfield's, based on similarities in population size. It needs to be reviewed against the Comprehensive Plan, be reviewed by the Planning Board which must hold a public hearing on it and a Special Town Meeting would be needed to adopt it. A goal of accomplishing this before the end of October was identified.

5.2 Mary Jo Mason Update No action is expected until October 18th.

5.3 Doug Caton Consent Agreement Update - The Town Manager reported he came into the office today regarding a date for an inspection but Steve was absent.

5.4 Town Office Renovation Update - A meeting is scheduled for next week and two proposals are expected. They will be brought to a Select Board meeting for review and discussion. The Board asked to be advised of the meeting next week.

5.5 Winter Sand Proposal - The wording for solicitation of bids for winter sand was provided. After review and modifications, it was approved to be sent out immediately to contractors identified (Canty, St. Laurent, Shaw Brothers, McGee, Shepherd and Crooker), publish it in the Kennebec Journal and Sun Journal newspapers and on the Town's website on a motion by Mark Russell, seconded by Gary Parker and voted 3 - 0. The Town Manager assured the Board it would be sent out Wednesday for bids to be opened on October 10<sup>th</sup>. Larry advised the sand would be delivered to the Sand/salt shed and salt would be mixed into it as it was delivered. Larry will ensure delivery will be done from the source identified in the contract as there are differences in sand from different pits.

#### **6.0 Unscheduled Business**

6.1 Rescheduling of Select Board Meeting away from Columbus Day holiday - Discussion was held and October 10, 2019 at 6:30 was selected on a motion by Mark Russell, seconded by Gary Parker and voted 3 - 0.

**8.0 Appointments and Resignations**

8.1 Resignation - Lorimer (Skip) Trafton/ Alternate Planning Board Member - A motion to accept the resignation from Mr Trafton with thanks was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0.

8.2 Cheri Coolidge - Appointment to Ad Hoc Broadband Committee as recommended by Joline and Larry Bell. A motion to appoint Cheri Coolidge to the Ad Hoc Broadband Committee was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

**9.0 Warrants**

9.1 Town Voucher # 7 for \$432,900.26 A motion to approve was made by Mark Russell, seconded by Gary Parker and voted 3 - 0

9.2 Town Payroll # 6 for \$19,339.15 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 Gustin Rd and Old Mill Rd Bridges Reports

12.3 Town Office Renovations

12.4 Used Oil Issue at Transfer Station

12.5 Accounting of Road Work Costs (materials, Town costs, contractor costs, etc)

12.6 Mass Gathering Ordinance

12.7 Winter Sand Bid Opening - 10/10/19

**13.0 Adjournment at 8:00 PM**

Respectfully Submitted,

Rayna Leibowitz