

Town of Litchfield
Select Board
January 25, 2023
postponed from January 23, 2023
Due to a storm
Meeting Minutes

1.0 Convened at 6:30 PM; Pledge to Flag; Selectmen: Gary Parker, Chairman, Clarence Gowell III (identified as Rick Gowell in these minutes), Scott Weeks; **Staff:** Kelly Weissenfels, Town Manager; Steve Ochmanski, Code Enforcement Officer/Local Plumbing Inspector.

2.0 Minutes of January 9, 2023 Meeting submitted for final approval. A motion to approve the minutes as corrected (typos) was made by Scott Weeks, seconded by Rick Gowell and voted 3-0.

3.0 Reports and Correspondence:

3.1 Town Manager: A. Samantha, of the Town Office staff, had a baby boy.

B. RSU#4 provided a proposed schedule of meetings relating to the 2023-2024 budget. One of the meetings will be held at Carrie Ricker School on March 29.

C. The Town Manager had a good meeting with Redzone representatives. There has been a 60% turnover in employees that has caused some delays in installations. An additional tower may need to be added to fulfill promised service.

D. Kelly and Scott will be attending the NIMS training at the Kennebec County EMA office in Augusta.

3.2 Code Enforcement Officer/Plumbing Inspector – See 4.1 below.

3.3 Road Commissioner – A. The Town Manager advised the Road Commissioner is plowing the current storm.

B. The last storm was of epic proportions. Snowfall of 2” per hour resulted in unusual build-ups between runs and surprised many.

C. There were a few problems with the equipment, but they have been resolved.

D. We are currently through 2/3 of the sand/salt inventory. There are funds left in the budget if more needs to be purchased.

3.4 Fire & Rescue – A. Mike Sherman, Fire Chief, is at a class in Portland.

B. He reported to the Town Manager that the Department is researching replacement of the frame under Truck #65.

3.5 Emergency Management – No report.

3.6 Assessing Agent – Mr Bane is expected to be in the office on Jan 26.

3.7 Transfer Station – The Town Manager reported the Paper bin is back with an operational door. The parking plan is being discussed with patrons and seems to be well received.

3.8 Other Town Committees – Budget Committee – The Town Manager reported the Committee members have been set up with computer access to the budget as requested.

4.0 Scheduled Business

4.1 Consent agreement to resolve building without a permit, U25-013, Doris Lahey – Mrs Lahey, her son, Shawn and a friend, Mr William Nutting, were present. The Code Enforcement Of-

ficer provided the background of the situation and offered a proposed Administrative Consent Agreement. Discussion was held and some modifications to the proposed Agreement were made. Doris Lahey, owner of the property, signed the modified Agreement and her signature was notarized. The document will be filed in the Kennebec County Registry of Deeds.

4.2 Summary of 2022 Kleinfelder Road Inspection Reports – Rescheduled due to the postponement of this meeting.

4.3 Central Maine Power Company Pole Permit – Upper Pond Road – The Town Manager advised both the Road Commissioner and the Code Enforcement Officer were agreeable to this pole location. A motion to approve the CMP Pole Permit Application for the Upper Pond Road was made by Scott Weeks, seconded by Rick Gowell and voted 3-0.

4.4 Quitclaim for purchase of foreclosed property – Maurice Bernier, U28-086 – A motion to approve signing the quitclaim deed for this property to complete the sale of a foreclosed lot was made by Scott Weeks, seconded by Rick Gowell and voted 3-0.

4.5 Quitclaim for completion of repurchase agreement – Tristan Pepin, R02-009B ON - A motion to approve signing the quitclaim deed for this property as the repurchase agreement was satisfactorily completed was made by Scott Weeks, seconded by Rick Gowell and voted 3-0.

5.0 Unscheduled Business

5.1 A brief discussion of the FY 2024 budget process was held. Review will begin at the next Select Board meeting on February 13, 2023.

6.0 Appointments/Resignations

6.1 Appoint Katherine Slattery-Seaman to the Recreation Committee. A motion to approve the appointment of Katherine Slattery-Seaman to the Recreation Committee was made by Scott Weeks, seconded by Rick Gowell and voted 3-0.

6.2 Accept resignation of Priscilla Hatch from the Senior Advisory Committee. A motion to accept the resignation of Priscilla Hatch from the Senior Advisory Committee with appreciation for her service was made by Gary Parker, seconded by Scott Weeks and voted 3 – 0.

7.0 Warrants

7.1 Town Warrant # 21 for \$60,102.99 - A motion to approve the Warrant #21 for \$60,102.99 was made by Scott Weeks, seconded by Rick Gowell and voted 3-0.

7.2 Town Payroll #13 for \$25,446.56 - A motion to approve the Payroll # 13 for \$25,446.56 was made by Scott Weeks, seconded by Rick Gowell and voted 3-0.

7.3 Town Payroll #14 for \$27,611.60 - A motion to approve the Payroll # 14 for \$27,611.60 was made by Scott Weeks, seconded by Rick Gowell and voted 3-0.

7.4 Town Payroll #15 for \$31,372.87 - A motion to approve the Payroll # 15 for \$31,372.87 was made by Scott Weeks, seconded by Rick Gowell and voted 3-0. Note: This payroll could be approved at this meeting because the meeting scheduled for January 23 was postponed due to a snow-storm.

8.0 Selectmen/Public Discussion/Communication

8.1 Sale of equipment by auction – The Town Manager advised this might require a warrant article for the next Town Meeting for voter approval of the process as it is believed a prior vote required sales by sealed bid.

8.2 Scott Weeks will provide the Town Manager with the names of candidates for appointment to a Policy Committee for the next meeting. Discussion of the priorities of this Committee included researching and organizing existing policies.

8.3 A brief discussion was held regarding the negotiation of employee contracts and the need to ensure that multiple contracts do not expire at the same time.

8.4 Hebert Construction has agreed to do the required repairs for the World War II Honor Roll in their shop. The estimate was 40 hours at \$60.hour

9.0 Future Agenda Items

9.1 Feedback on Selectman's Handbook

9.2 R02, Lot 017, 2783 Hallowell Rd.

9.3 2022 Road Construction Cost Review

9.4 2023 Road Construction Project Proposals (Feb. 13)

9.5 Policy Committees

9.6 Hall across from Litchfield Academy

13.0 Adjournment at 9:00 PM

Respectfully Submitted By

Rayna Leibowitz