

Town of Litchfield
Select Board
January 9, 2023
Meeting Minutes

1.0 Convened at 6:30 PM; Pledge to Flag; Selectmen: Gary Parker, Chairman, Scott Weeks;
Staff: Kelly Weissenfels, Town Manager; Michael Sherman, Fire Chief; Pat Soboleski, Senior Center Director; Richard Lane, Road Advisory Committee Member. Clarence Gowell III was absent.

2.0 Minutes of December 12, 2022, Meeting submitted for final approval. A motion to approve the minutes as drafted was made by Scott Weeks, seconded by Gary Parker and voted 2- 0.

3.0 Reports and Correspondence:

3.1 Town Manager: A. An employee in the Town Office is expected to be out on maternity leave soon.

B. Tanya Barrett has been made a full time employee as of 12/19/22.

C. Thomas Stevens has been contacted to clean the monuments when weather conditions allow.

D. Further discussion was held regarding the MDOT request for blanket approval for waivers for overload vehicles for the Route 126 Babcock Bridge replacement next summer. It was not approved at this time. When specific routes and time periods are determined, an emergency Select Board meeting can be called if necessary and the contractor will be invited to provide required information for decision making.

E. National Incident Management Training was discussed. The board members will wait for on-line availability of the course.

F. The Kleinfelder Representative has been invited to the January 23 meeting. Kelly will provide the reports to the Board in advance of that date to facilitate discussions.

3.2 Code Enforcement Officer/Plumbing Inspector – A. Kelly reported the CEO is out sick today so the Lahey issue will be postponed to Jan. 23. Kelly advised Mike Gateau, a resource compliance contractor has been contracted by the owner to address the issues.

3.3 Road Commissioner – A. The Road Commissioner is out of town tonight so Kelly reported for him. There is a new hire on board, two weeks now. Doing well.

B. Last storm there were 2 trucks down with hydraulic problems.

C. The rear door on the salt/sand shed has been repaired. The front door is now in need of repairs. The Town Manager was directed to have it blocked off to limit access.

D. The update on the new truck indicated the chassis build will be started 2/8/23.

3.4 Fire & Rescue – A. Chief Sherman provided the December calls for the Department: Fire Dept. calls were 23 including 3 mutual aid calls, 2 car fires, 7 motor vehicle accidents, 8 power lines down, 2 trees down and 1 chimney fire. First responders had 31 calls. The number responded to by our crew was not given.

B. Chief Sherman advised he received notice from the Maine Dept of Labor that Litchfield Fire Dept has been awarded the Safety & Health Award Program designation. This reflects high standards for safety, health and training were met. Plans will be made to present the certificate in March or April.

C. Gary Parker, Select Board Chairman, expressed appreciation to Chief Sherman for his consideration for opening a shelter during extended power outages connected to the Christmas holiday storm.

3.5 Emergency Management – Damage assessment was done following the Christmas holiday storm and \$1,250 was identified. The EMA Director forwarded the information to the County EMA for roll up into the County-wide report. If enough damages are identified to justify an emergency declaration, some reimbursement funds may be received.

3.6 Assessing Agent – The Assessing Agent was here last week and the Abatements and Supplemental on the agenda reflect the work he did.

3.7 Transfer Station – A. Kelly reported in the absence of John Upham. The door for the paper container being adjusted is expected back next week.

B. The incinerator toilet is working.

C. Stick-on block heaters are working fine on the hydraulic fluid tank for the plastic compactor to keep it from freezing in cold weather.

D. CPR training was completed by the Transfer Station attendants. A defibrillator is being requested, probably in the next budget cycle.

E. The requirement for handicapped parking spaces is being researched. The State Fire Marshall's Office is responsible for ADA compliance so contact should be made with that office.

3.8 Other Town Committees – None reported.

4.0 Scheduled Business

4.1 Purgatory Mills Dam Estimate for Initial Inspection and Structural Assessment – Kelly advised the initial estimate was \$7,500. Assessment may require the lowering of water level within the impoundment area and assessing the sediment of the pond (quantity and contamination). The question was asked if the Historical Society can identify any records, diaries, photo evidence, etc. which shows what species of fish were caught in this pond? It might identify if outside funding sources might be available to assist with costs to remove or rehabilitate the dam.

4.2 Quitclaims for winning bid of Town owned properties R2-016 & R3-041 to Todd Berube. The bids were accepted at the Dec. 12 meeting. The Chairman and Select Board member signed the appropriate paperwork to complete the transactions.

4.3 Quitclaim for 2014, 2015 completed Repurchase Agreement, R02-045, Brandon Smith, Kayla Moore. This Agreement had been successfully paid but the Quitclaim was not filed to release the title. This form corrects this oversight. A motion to approve and sign the quitclaim was made by Scott Weeks, seconded by Gary Parker and voted 2 – 0.

4.4 Abatement R01-049, \$1083.11, Steven & Lynn Palmer. A motion to approve and sign this Abatement was made by Scott Weeks, seconded by Gary Parker and voted 2 – 0.

4.5 Abatement R02-033, \$389.07, Peter Fitzgerald. This property was eligible for a Homestead Exemption but it was incorrectly removed. This abatement is to correct that error. A motion to approve this Abatement for the current year was made by Scott Weeks, seconded by Gary Parker and voted 2 – 0. A request for previous years also affected is expected.

4.6 Abatement U05-03-003B, \$982.50, Anthony & Pamela Cartonio. This abatement is for reconsideration of shore frontage quality after the owner sold part of the property including the best frontage. A motion to approve this Abatement was made by Scott Weeks, seconded by Gary Parker and voted 2 – 0.

4.7 Abatement R02–22, \$99.04, Terra Reilly – A survey document was provided to correct

the lot size for this property. A motion to approve this Abatement was made by Scott Weeks, seconded by Gary Parker and voted 2 – 0.

4.8 Supplemental U14-001, \$1547.63, Teresa Quinones – No tax bill had been sent when original bills went out. A motion to approve this Supplemental for the current year was made by Scott Weeks, seconded by Gary Parker and voted 2 – 0.

5.0 Unscheduled Business

5.1 Kelly advised the telephone system is working. There were problems with incoming calls precipitated by the power outages that disrupted systems. Kelly also advised the switch will be made to Consolidated at the end of January.

7.0 Warrants

7.1 Town Warrant # 18 for \$55,040.32, This Warrant was approved and signed by Board members outside a regular meeting as authorized by a vote of the Select Board at their meeting on Dec. 12, 2022.

7.2 Town Warrant # 19 for \$74,877.32 A motion to approve Town Warrant #19 for \$ 74,877.32 was made by Scott Weeks, seconded by Gary Parker and voted 2-0.

7.3 Town Warrant #20 for RSU#4, \$348,777.42. A motion to approve Town Warrant #20 for \$ 348,777.42 was made by Scott Weeks, seconded by Gary Parker and voted 2-0.

7.4 Town Payroll # 12 for \$25,085.99 A motion to approve the Payroll # 12 for \$ 25,085.99 was made by Scott Weeks, seconded by Gary Parker and voted 2-0.

8.0 Selectmen/Public Discussion/Communication

8.1 Pat Soboleski advised the Senior Center is not getting enough heat since the new boiler was installed. Kelly offered to contact the Facilities Manager for the RSU.

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
- 9.5 Polity Committee
- 9.6 Purgatory Mills Dam
- 9.7 Hall across from Litchfield Academy

13.0 Adjournment at 8:45 PM

Respectfully Submitted By

Rayna Leibowitz