

Town Of Litchfield
Board of Selectmen
Minutes

Approved 11/14/16

Date: October 24, 2016

1.0 Convened at 6:30 PM; Pledge to Flag: Selectmen Present: Chairman, Mark Russell, George Thomson; **Selectmen Absent:** Tim Lachappelle. **Staff Present:** Trudy Lamoreau, Town Manager; Larry Nadeau III, Road Commissioner; Steve Ochmanski, Code Enforcement Officer/Plumbing Inspector: Bryan Lamoreau, Transfer Station Manager; Stan Labbe, Fire Chief; Tina Gowell, Rescue Director: Bruce Slattery, Emergency Management Director. Guests – see list.

2.0 Minutes of October 11, 2016 meeting submitted for final approval. George included the phrase “No Report – out of town with a personal emergency” under 3.1 Town Manager Report and then made a **motion, 2nd by Mark**, to approve the minutes as amended. Motion passed 2-0-0.

The Chairman indicated that Diana Larrabee has presented the minutes to the Special Town Meeting of October 11, 2016. If anyone sees any needed corrections, they can be reported to the Town Office prior to the minutes being included on the Town website.

3.0 Reports and Correspondence:

3.1 Town Manager:

- A) The Town Manager has received a large volume of correspondence by email of which she will be providing copies to the Board at the next meeting.
- B) Reported on an MMA Municipal Law Class that she attended.
- C) Received a proposed Utility Easement Deed for Aly and Tristan Russell along the Dingley Road .
- D) Using part-time employees to help fill in for the Town Clerk, who is out on medical leave.

Selectman Thomson expressed disappointment that Selectman Lachapelle indicated in a letter that he does not plan to attend any more Selectman’s meetings.

3.2 Code Enforcement Officer/Plumbing Inspector:

- A) Presented September’s Permit Log which includes permit fees of \$850 with an approximate increase in Valuation of \$669,000

3.3 Road Commissioner:

- A) Repairing some washouts.
- B) Crooker has started Farrin Road project.
- C) Working on preparing trucks for winter – sand and salt all put up.

5.1 At 6:45 The Superintendent of RSU#4 addressed the meeting concerning potential changes to the Additional Local Funding formula. Currently the three towns are assessed this additional revenue based on a 50% State Valuation – 50% Student Population calculation. This formula is not favorable to the Taxpayers of Litchfield, because Litchfield has a relatively high valuation and a relatively low student population. A sub-committee has begun discussions on the process involved to make changes. Discussion will continue at the November 9 School Board meeting.

3.4 Fire & Rescue:

- A) Met with Budget committee concerning Capital Plan.
- B) Reported that at a recent accident, Fire Department and Rescue coordinated extremely well together
- C) Bid specs for the roof replacement of the Purgatory Fire Station to be presented under 5. .
- D) Rescue reported 18 calls for the Month of September – 11 were responded to by First Responders.
- E) Call volume for Gardiner Ambulance has tripled since the addition of Richmond and Dresden. There are discussions about an additional position being added.
- F) Discussion about back-up service for Litchfield when Gardiner is busy.
- G) Working with the RSU on school lock down policies and procedures.

3.5 Emergency Management: Renewal of the Kennebec County Hazardous Mitigation Plan

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- 3.6 Assessing Agent: No Report.
- 3.7 Transfer Station: Brush and leaf area is filling up.
- 3.8 Other Town Committees: No Report
- 4.0 Agenda Adjustments:**
- 4.1 Hazardous Mitigation Plan – 6.1
- 4.2 Easement Deed – 6.2
- 5.0 Scheduled Business:**
- 5.1 See above
- 5.2 Tom Waddell took questions on Rank Choice voting – an upcoming State Referendum Issue.
- 5.3 Bid specs for the Purgatory Fire Station. This includes removing the Chimney below the roof, repairing the roof, and installing Standing Seem Metal. **Motion by George, 2nd by Mark, to authorize the Town Manager to issue and advertise a Sealed Bid invitation for the work on the Purgatory Fire Station roof to include Standing Seam Metal roofing and to be completed by December 31, 2016 unless mutually agreed to extend the time limit. The bid will include a 5% Litchfield contractor allowance and will be opened at the next Selectman’s meeting on November 14. After discussion, the motion passed 2-0-0.**
- 5.4 Mission Statement for the Road Advisory Committee: After discussion, George volunteered to redraft the document.
- 5.5 Signing of the Municipal Valuation Report. **George moved, Mark 2nd, to sign the report - discussion, motion passed 2-0-0.**
- 6.0 Unscheduled Business:**
- 6.1 **Motion by George, 2nd by Mark, to sign the Kennebec County Hazardous Mitigation Plan – discussion – motion passed 2-0-0.**
- 6.2 **Motion by Mark, 2nd by George, to authorize the Town Manager to sign the Easement Deed for a pole and utilities in the Town’s ROW on the Dingley Road after she is satisfied that the Town’s interest are met. After discussion, it passed 2-0-0.**
- 7.0 Legal: None**
- 8.0 Appointments/Resignations: None**
- 10.0 Oher Business: None**
- 11.0 Selectmen/Public Discussion/Communication:**
- A) Question from the RAC Chairman concerning an appropriate time to come into the office to work with the office staff to determine the cost of the Huntington Hill project.
- B) The Chairman began a discussion about the desirability, the need and the legal ramifications of potentially working with an Independent Contractor to work with the office staff to answer FOAA requests. Further research will need to be done.
- C) Question and comment about the possibility of hiring an attorney to answer the, as yet unproven, allegations made by one of the Selectmen.
- D) Questions and clarifications concerning the Recall Ordinance that was passed at the Special Town Meeting.
- 9.0 Warrants:**
- 9.1 Town Voucher Warrant #8 was presented for \$401,137.14. It was moved by George, 2nd by Tim, to approve, and sign, Warrant #8. After discussion, in which it was noted that a check for the Kennebec County taxes in the amount of \$335,435.11 is included in this warrant, the motion passed 2/0/0.**
- 9.2 Town Payroll Warrant #8 was presented for \$16,398.00. It was moved by George, 2nd by Mark, to approve, and sign, Payroll Warrant #8. After discussion, the motion passed 2/0/0.**

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12.0 Future Agenda Items:

12.1 D. Blocher Property

12.2 Street Lights

12.3 Old Mill Road Bridge

12.4 Gustin Road Bridge/Culvert

12.5 Return of the 7/14/16 Executive Session working papers

13.0 Adjournment:

Adjourned at 8:40 PM

Respectfully Submitted,
Mark Russell, Chairman