

Town of Litchfield  
Select Board  
October 28, 2019  
Draft 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; Steve Ochamanski, CEO; Larry Nadeau, Road Comm.; Bryan Lamoreau, Transfer Station Manager; Mike Seaman, Planning Board; Pat Soboleski, Senior Director; Dori Upham, School Committee; Road Advisory Committee Members: Richard Lane, Tamas Szepsy, John Upham, FOAA Officer; **and Guests Present** per the sign-in sheet.
- 2.0 Minutes of October 10, 2019 Meeting submitted for final approval.** A motion to approve the minutes was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0.
- 3.0 Reports and Correspondence:**
- 3.1 Town Manager: A. The Town Manager reminded the Board of a workshop with the Assessing Agent on Nov, 7 at 2:00 PM.  
B. A notice of the sale of tax acquired properties has been developed and a copy provided to the Board members for review.  
C. A majority of the tax payments due have been paid.  
D. A letter of decision of Poverty Abatement case #2019-2 will be drafted for review by the Board now that the minutes have been approved.
- 3.2 Code Enforcement Officer/Plumbing Inspector -A. Steve has been working on two Shoreland Zone Violations: 1) the structure has been removed; and 2) replanting of vegetation has begun and will be completed in the spring in accordance with a written plan that has been approved.  
B. A potential illegal junkyard issue was identified on Loch Sloy Lane.  
C. Another attempt to reach the Agriculture employee has not been successful. He will try again tomorrow.
- 3.3 Road Commissioner - A. Winter sand is in the shed and more is stockpiled in the back yard.  
B. McGee's bid was accepted when Peckham's sand was not considered satisfactory. McGee's sand was satisfactory to the road Commissioner.  
C. Seasonal Employee, Richard Lane, will be leaving for a warmer winter location next week. His efforts have been appreciated and he's done a good job.  
D. The Freightliner is again at O'Connors for resolution of problems with emissions. It has been determined that there is a program that would increase the horsepower by reprogramming the computer. It would give us 2 - 3 more miles per gallon. It will cost between \$900 and \$1,000 and Larry's budget can cover it.  
E. Oak Hill Road - there is still some striping that needs to be done, but they need a dry road surface to do it.  
F. Gustin Road Closure - Larry will stage Jersey barriers near the top and bottom where closures will take place and place them when the first snow storm is predicted. The signs are ready.
- 3.4 Fire & Rescue - A. Trudy reported that Rescue has been very busy.
- 3.5 Emergency Management - Trudy reported Bruce has been getting estimates for the building but she has not seen them yet.
- 3.6 Assessing Agent - Here last Thursday and expected to be in 11/1 to prepare for the workshop with the Select Board on 11/7. The Assessors have completed their work on the tax maps so they can go to the school in Lewiston for updating.
- 3.7 Transfer Station - A. Last weekend was very slow. The previous weekend was very busy.

3.8 Other Committees: There was a missed communication regarding the Mass Gathering Committee meeting last week. See Agenda Adjustment 4.1

#### **4.0 Agenda Adjustments**

4.1 Mass Gathering Committee meeting reschedule. See 6.1

#### **5.0 Scheduled Business**

5.1 Used Oil Issue at the Transfer Station - Bryan Lamoreau, Transfer Station Manager, advised the third barrel of contaminated oil has room for about 10 - 15 gallons. Disposal of 55 gallon drums of contaminated oil is \$500 for each barrel. The non-contaminated oil is picked up by two local residents who heat their garages with used oil.

5.2 Rt. 197 Diner - Liquor License Application - Public Hearing 7:00 PM A motion to open the Public Hearing regarding a Liquor License request by Kasie Hosie for the Route 197 Diner was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0. The application is for service of beer and wine only as they are serving dinners on Friday and Saturday evenings. The public was invited to ask questions and/or voice any opposition. There being none, the public hearing closed at 7:22. A motion to approve the license application to serve beer and wine was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0.

5.3 Robert Bower - Driveway Sight Line Waiver - A motion to approve the waiver request was made by Mark Russell, seconded by Gary Parker and voted 3 - 0. The permit that will be issued will contain the requirement regarding the 3% slope requirement, trees cut to the north of the driveway and a requirement to continue brush control to maintain sight lines.

5.4 Town Office Renovation Update - James Pelsor was present to discuss the preliminary design. There was concern expressed regarding the ice hazard experienced on the porch when water, snow and ice comes off the roof and refreezes. The need for an elevator and the relocation of staff during the construction period if the old Town Office is repurposed was also discussed. A completely new building would allow the staff to remain in the present building until the new one was ready. A request was made to obtain information about the expectations of repairs to Libby Tozier School as that building might be considered as a possible location for a new Town Office.

5.5 Signatures needed - CMP Pole on Stevenstown Rd - Mike Butler of Swanville, asked to have a pole put in for a personal saw mill off the Stevenstown Road. The CEO advised no permit application has been received. The pole location is 14 feet from the center line and would not be expected to pose a problem for plowing. It is .2 miles from the Plains Road on the east side of Stevenstown Road. A motion to approve the permit request was made by Rayna Leibowitz, seconded by Gary Parker and voted 3 - 0.

5.6 Accounting of road work costs (materials, Town costs, Contractor costs) for Oak Hill Road project. There are some costs not yet determined and Larry asked how precise the Board expected him to be relating to Town labor. He will use billings to calculate contractor and materials costs. The topic will be on Future Agenda Items, item 12

5.7 Mary Jo Mason Update - Mediation will occur on Wednesday. The meeting has been posted as required.

5.8 Doug Caton Consent Agreement Update - we are waiting for court date.

5.9 Executive session to discuss a Personnel Matter, 1 M.R.S.A. §406 (6)(A) - A motion to enter Executive Session in accordance with 1 M.R.S.A § 406 (6)(A) was made by Mark Russell, seconded by Rayna Leibowitz was made at 8:52 PM. The Chairman declared the Board out of Executive Session at 9:26 PM. No action was taken.

#### **6.0 Unscheduled Business**

6.1 Mass Gathering Committee meeting reschedule - Mike Seaman provided an updated draft of a

Mass Gathering Ordinance. A motion to appoint the following persons to the committee was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0: John Upham, Larry Nadeau, Gary Parker, Mike Seaman, Stan Labbe and Melvin Newendyke. Meetings were scheduled for 11/5 at 6:30 PM and 11/19 at 6:30 PM.

**9.0 Warrants**

9.1 Town Voucher #9 for \$420,994.12 including the County Tax A motion to approve was made by Mark Russell, seconded by Gary Parker and voted 3 - 0

9.2 Town Payroll #8 for \$17,392.33 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

Town Payroll #9 for \$17,511.21 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 Mark Russell asked Dori Upham about her experiences with the RSU4 School Comm. Meetings. She advised there were several absences and some vacancies on the Board. Litchfield generally has all members attending.

**12.0 Future Agenda Item**

12.1 Feedback on Selectman's Handbook

12.2 Accounting of Oak Hill Road Work Project Costs (materials, Town costs, contractor costs, etc.)

12.3 Approval of bid info on sale of foreclosed property

12.4 The status of employee contracts will be checked by the Town Manager

**13.0 Adjournment** the meeting adjourned at 9:27 PM.

Respectfully Submitted,

Rayna Leibowitz