

Town of Litchfield  
Select Board  
November 22, 2021  
Draft Meeting Minutes

**1.0 Convened at 6:30 PM; Pledge to Flag; Selectmen:** Gary Parker, Chairman, Rayna Leibowitz, Clarence Gowell III (identified as Rick Gowell in these minutes); **Staff:** Kelly Weissenfels, Town Manager; Larry Nadeau, Road Comm.; Larry Bell, Chm., Broadband Comm. via Zoom; Lindsay Nelsen, Chm. and Christine Parker, Conservation Comm. both via Zoom.

**2.0 Minutes of Nov. 8, 2021 Meeting submitted for final approval.** A motion to approve the minutes as drafted was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3- 0.

**3.0 Reports and Correspondence:**

3.1 Town Manager: A. Kelly reported the final copy of the tax maps have been received along with an updated index. Copies on 11 X 17 paper will be available. The suggestion was made to offer them at the counter for a fee. Copies will be provided to the Fire & Rescue Dept. and Public Works and other departments which need them.

B. Re: 2787 Hallowell Rd., the resident's attorney has inquired regarding the outstanding cost of the Town on the lien. Kelly advised the cost of taxes due, demolition and legal fees exceeds \$50,000.

C. The first audit for FY 2021 will be starting Dec 22, 2021.

D. The 2021-2022 health care insurance rates for employees reflects a 2% increase. Dental insurance has 1% increase.

E. A meeting has been scheduled for Dec 8 at 1:00 PM with Stephanie Hubbard of Wright Pierce Engineers to review the published report regarding Woodbury Pond Dam.

F. The Redzone agreement is getting close to finalization. A review with the Board will need to be scheduled.

G. Kelly is planning a vacation from Dec. 27 – 31.

H. Kelly was asked if he had information from MMA regarding the Ampion issue identified at the last meeting. He has not yet received a response from MMA. Kelly expressed concerns about what happens when the solar equipment reaches its end of useful life. Perhaps any contract should include provisions for that.

I. Mr Phillips talked with Kelly about the information he was provided. He was satisfied with the information and paid off the lien and is out of arrears.

J. Re: 2793 Hallowell Rd. - The Credit Union has responded to Steve's letter and claims ownership of the property.

K. Kelly was asked if the MTA has responded to the request for signage at the traffic lights on Route 197. They have not and the Fire Chief advised Kelly that the control devices promised the Fire Dept. have not been received. Kelly will follow up with additional contact.

3.2 Code Enforcement Officer/Plumbing Inspector – A. Steve advised he has written to the property owner regarding the illegal junkyard in front of the Carrie Ricker School. He has not received a response.

B. A letter to Mr Frank Lane regarding his illegal junkyard will be hand delivered.

C. Steve advised he was very pleased with the quality of the tax maps.

3.3 Road Commissioner – A. Larry advised the winter sand (3,000 cubic yards) has been received. He was asked if the delivery process includes verification of the loads and he advised they are verified.

B. He walked the Small Road with MTA representatives. It was marked at 500 foot intervals and the condition of the road was reviewed. He has not yet received the expected report.

C. All States Paving has paved the Wentzell Road and Libby Road. Some problems were identified. Larry has been assured by All States that they will take care of the problem areas.

D. All trucks and sanders are ready for response to winter conditions.

E. A new employee has started today.

F. Richard is out for medical reasons.

G. There may be black ice conditions and drivers need to aware of it. Sand/salt may not be put out as quickly as had been done in previous years.

3.4 Fire & Rescue – A. Kelly reported for Chief Sherman who is taking the first responder class. The Department will purchase some at-home Covid test kits for the personnel.

B. The Fire Dept. responded to the accident and fire at the West Gardiner Toll Booth on Saturday. Rick commented that they did a great job.

3.5 Emergency Management – A. A proposed contract with CAT for generator maintenance has been received and reviewed by Larry. He suggested having the annual service done in late September.

B. The Fire Department generator is currently down for repairs.

3.6 Assessing Agent – Work days have been scheduled. No problems have been identified.

3.7 Transfer Station – A. Kelly has learned that Bryan Lamoreau intends to tender his resignation. John Upham has agreed to serve as Acting Manager.

B. The brush and leaf pile has been closed for the season. An article was sent to the Sodalite for the November edition.

C. The current emptying schedule of various containers was discussed. The schedule varies depending how quickly of different containers fill up.

D. They are preparing for winter. There seems to have been a run on tire disposal. 71 tires came from a single source and a number of tires had been disposed of illegally at the Plains Cemetery for the second consecutive year.

E. the bush hogging of the Grant Cemetery field will probably not be done this year.

3.8 Broadband Committee – A. Larry bell, chairman, advised the Redzone contract may be ready for the Dec. 12, 2021, meeting to schedule a review. He will try to circulate it to the Board before that date.

B. There is discussion about pricing options for a price locked in for the duration of the contract or adjusted periodically. The customer may choose their preference.

C. Once the contract is implemented, a post card will be sent to each household/business informing them of an educational opportunity.

3.9 Other Town Committees –Conservation Commission, Lindsay Nelsen and Christine Parker discussed the Community Park. A suggestion was made to walk the Park to determine and mark the Park boundaries. This information will be transferred to a map and signage for next years hunting season will identify the areas to be closed to hunting. Kelly will check on ATV accessibility and enforcement.

Lindsay advised a zoom educational meeting has been set up regarding Emerald Ash Borers and Brown Tail Moths. The Conservation Comm. will have members participating.

## **5.0 Scheduled Business**

5.1(7PM) Public Hearing for Auto Graveyard/Junkyard Permit – L. Bolton – A Public Hearing was opened at 6:59 by Chairman Gary Parker. Comments against or in support of the Permit was invited by the Chairman. The only comment received was by a near neighbor who advised they had no opposition to the Permit. The Public Hearing was closed at 7:03. A motion was made to approve the Auto Graveyard/Junkyard Permit for Levi Bolton by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

5.2 Potential 2787 Hallowell Road Drainage Improvement by MDOT – MDOT has completed the work required.

5.3 Woodbury Pond Dam Fence Expansion Estimate – An estimate of \$974.66 has been received. After discussion was held, Kelly will contact the property owner requesting the fence to be moved to see if he will cost share the project.

## **8.0 Warrants**

8.1 Town Warrant #10 for \$ 122,274.04 A motion to approve the Warrant# 10 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3-0.

9.2 Town Payroll #10 for \$21,766.05 A motion to approve the Payroll # 10 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3-0.

## **10.0 Future Agenda Items**

10.1 Feedback on Selectman's Handbook

10.2 R02, Lot 015, 2793 Hallowell Rd

10.3 R02, Lot 017, 2783 Hallowell Rd.

10.4 Budget Committee Suggestions

10.5 Woodbury Pond Dam (Repair and Fence Expansion)

10.6 Review of Redzone Agreement Scheduled

10.7 MTA providing signage for Route 197 Traffic Lights

## **13.0 Adjournment at 7:55 PM**

Respectfully Submitted By

Rayna Leibowitz