

Town of Litchfield
Select Board
December 9, 2019
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; Stan Labbe, Fire Chief; Steve Ochmanski, CEO; Larry Nadeau, Road Comm.; Bryan Lamoreau, Transfer Station Manager; Pat Soboleski, Senior Director; John Upham, FOAA Officer; Ad Hoc Broadband Comm. Members: Larry Bell, Joline Bell, Cherri Cooledge and Tom Wood; Elton Wade, Budget Comm **and Guests Present** per the sign-in sheet.
- 2.0 Minutes of Nov. 25, 2019 Meeting submitted for final approval.** A motion to approve the minutes with a correction of the spelling of “Station” was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.
- 3.0 Reports and Correspondence:**
- 3.1 Town Manager: A. We received the URIP monies from the Maine Dept. of Transportation.
- 3.2 Code Enforcement Officer/Plumbing Inspector - The Planing Board is meeting 12/12. They expect amendments to the Land Use and Shoreland Zoning Ordinances will be developed.
- 3.3 Road Commissioner - A. The first real storm has been experienced.
B. New employee, John Perkins of Chelsea, has been hired. He plowed the easy route this first storm. Did fine. He has a Class A license.
C. The barriers at Gustin Road are in place.
- 3.4 Fire & Rescue - A. The faulty outside lights at the Central Fire Station have been repaired last week. Expecting to replace them with LEDs that will cost less to operate.
B. Discussed the possibility of burning a trailer the Town has acquired through foreclosure that is not habitable. More information is needed before any decisions can be made.
C. The Fire Dept has been busy with 5 accidents since Thanksgiving, all on the new hot top as drivers are not slowing down when adverse conditions exist. One accident involved a firefighter responding to a call when a driver pulled out in front of him. It has been reported to Workers Comp and the Dept. of Labor. An accident occurred last weekend and they waited a long time and Gardiner Rescue never responded. Stan later found out the Gardiner Rescue was not notified.
D. Breakfast with Santa is scheduled for Dec. 14.
E. A luncheon for Veterans and Seniors is planned for Jan 5.
- 3.5 Emergency Management - Trudy reported that the Radio Building on Oak Hill is up and sheathed and the materials for the roof and siding are expected next Wednesday. The building may be done by Friday. Bob Kenney will do the electrical wiring as soon as possible.
- 3.6 Assessing Agent - The Assessing Agent representatives were in 12/5 and met with some residents about their values. The meetings went well.
- 3.7 Transfer Station - A. The Manager advised a solution for the leaf problem has been found. Jolly Gardener wants what we have and will send a truck/trailer for them.
B. Maintaining one way traffic as DEP regulations require is a problem to one user. Our Transfer Station policies and regulations do not specify one way traffic is required, so Bryan will draft proposed language to include it. The Board has authority to adopt changes to these regulations.
- 3.8 Other Committees: The Ad Hoc Broadband Committee provided a power point presentation with a paper copy to the Board and Town Manager. It will be put on our website. A key piece of information was learning the title of the office at Spectrum that can be most useful to the Committee. The information was interesting and the group was encouraged to continue their efforts.

4.0 Agenda Adjustments

- 4.1 Authorization of signing Warrant outside of meeting
- 4.2 Closing Gustin Rd Discussion

5.0 Scheduled Business

5.1 Mary Jo Mason Update - A document called a Stipulated Judgement was distributed requiring MUBEC standards to be met in the rehabilitation proposal by 12/31/19. The Code Enforcement Officer was directed to convey to the town's attorney that if the defendant violated this agreement he was to prepare to file a contempt of court motion immediately.

5.2 Doug Caton Consent Agreement Update - The Court was closed on Tuesday because of a storm and the new court date is January 23, 2020.

5.3 Approval of Notice of Sale of Tax Acquired Property - The Town Manager reworked the Notice of Sale. A recommendation was made to add the minimum acceptable amount of bid for each property. The final notice will be on Town letterhead. This needs to be on the next agenda for final approval.

5.4 Update regarding the new dispatching protocols- no meeting have been held.

5.5 Introduction of new employee - Debra Boucher was introduced. She has been on board for 2 weeks, working part time. She was welcomed.

6.0 Unscheduled Business

6.1 Authorization of signing Warrant outside of meeting - A motion to authorize the Select Board to sign the Warrant and Payroll outside of the regular meeting as the meeting on Dec. 23 has been cancelled was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

6.2 Closing Gustin Rd Discussion - Chairman Parker has received calls from the Gustin Road resident. The Road Commissioner advised he has received permission from the property owner across the road to put a turn-around on his property for the plow trucks and he will do that. Apparently others are turning in her driveway because they are either not noticing the road closed sign or don't believe it. It will be her responsibility to put "No Turning" signs up on her property. The Chairman will call the resident back.

9.0 Warrants

9.1 Town Voucher #11 for \$344,027.31 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

9.2 Town Payroll #12 for \$24,793.62 A motion to approve was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0.

11.0 Selectmen/Public Discussion/Communication

11.1 Discussion of the printer for the Sodalite newsletter - A motion to authorize the Town Manager to switch the printing company was made by Mark Russell, seconded by Rayna Leibowitz and voted 3 - 0. The process should include an agreement outlining the expectations and scheduling. The Town Manager was directed to ensure the Sodalite Editor receives procedures for submitting the material on a timely basis.

11.2 Stan Labbe was advised of damage to the new siding on the south side of the Litchfield Academy building caused by plowing. Measures have been taken to protect it from further damage.

12.0 Future Agenda Item

- 12.1 Feedback on Selectman's Handbook
- 12.2 Town Office Renovation Update

12.3 Cemetery Signs

12.4 Approval of Notice of Sale of Tax Acquired Property

13.0 Adjournment at 8:25 PM

Respectfully submitted,

Rayna Leibowitz