

Town of Litchfield  
Select Board  
January 10, 2022  
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; Steve Ochmanski, CEO/LPI; Michael Sherman, Fire Chief; Larry Nadeau, Road Comm.; John Upham, Acting Transfer Station Mgr.; Richard Lane, Road Advisory Committee Member; Larry Bell, Chm., Broadband Comm. via Zoom

**2.0 Minutes of Dec. 13, 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. January tax payments are coming in steadily.

B. The audit continues Tue. and Wed. this week.

C. The first payment to Redzone is included in the Town Warrant tonight. This starts their clock for performance milestones to begin.

D. Re. A letter from a resident regarding the Animal Shelter. Kelly will respond. Rayna reminded him that her report regarding the pre-approval inspection addressed some of the comments in the letter.

3.2 Code Enforcement Officer/Plumbing Inspector – A. Steve provided his building permit log for December, 2021 showing \$350 collected in fees for construction projects owner valued at \$375,000. One new single family home is included.

B. Three new road names have been requested: Prairie Lane off the Small Road; Green Stag Lane off Libby Road and Rowe Lane off the Pine Tree Road. A motion to accept all three new road names was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3- 0.

C. 2793 Hallowell Rd. - The Credit Union which now has possession will provide information next week regarding their planned activities for the property

D. Ricker Property on Route 197, Steve has received a response and is communicating with the responsible person.

E. The operator of the possible illegal junkyard on Route 197 has been given a week to develop a remediation plan or the issue will be brought to the Select Board.

F. The new town road maps have been received. A copy was provided to the Board on 11 X 17 paper. This map is on the town's website and can be accessed and printed at will. Wall size copies will be provided to the Fire Dept., Public Works and Gardiner Fire & Rescue.

3.3 Road Commissioner – A. Lots of ice, lots of hours

B. Staffing levels are a problem being down to three men requiring existing staff to work longer hours to respond to ice and snow hazards.

C. Discussion of barriers around the sand pile for public access to minimize abuses of folks shoveling sand and salt into their pick up trucks rather than abide by the two 5 gallon pail limits. The Road Commissioner advised the barriers are not put in place because of a safety issue. This will be assessed.

D. The Freightliner broke down and needed to have transmission repairs in Portland. It is

back in service.

E. All trucks are ready for the next storm.

3.4 Fire & Rescue – A. Chief Mike Sherman advised the Emergency Medical Responder Class will be completed on Wednesday. He and two others from Litchfield have attended the course and one of the students from Richmond is interested in joining the Litchfield response team.

B. Repairs to the Fire Station boiler accessory are being planned.

C. Some tires have been replaced on the fire truck. They still have a lot of tread but are being taken out of service due to their age.

D. A FD Grant Committee is meeting soon to look for grant opportunities.

E. They have received approval on a Voluntary Fire Assistance Grant that will be used to purchase some equipment. It has a matching requirement so the amount set aside in the budget for this purpose will be utilized.

F. There is discussion under way regarding dispatching and includes the Maine Turnpike Authority. The intent is to improve services.

G. December Responses – 9 Fire Calls including 3 accidents, 2 smoke/odor investigations, 2 structure fires, 1 canceled en-route and 1 power line down. There were 39 EMS calls and Litchfield First Responders were available to respond to 5 of them.

H. The Chief will contact the Maine Turnpike Authority again regarding the traffic light emergency activating devices.

3.5 Emergency Management – Information is being sought regarding availability of training for Shelter Managers.

3.6 Assessing Agent – Zeb was here last week and Ellery is expected this week.

3.7 Transfer Station – A. John Upham provided a written report of activities with the last item addressing snow removal at the Transfer Station. See 4.1 and 6.1 below.

3.8 Broadband Committee – A. Larry, Bell, Chairman, reminded us of the public meeting scheduled for Jan. 27 at 6:30 PM at the Fire Station (thank you, Chief Sherman) to inform folks of the Redzone service and answer any questions they may have. The Town Manager and members of the Broadband Committee are meeting weekly to help Redzone with marketing.

B. The Committee is wrapping up the Franchise Agreement with Charter Spectrum, especially as it relates to the state laws.

3.9 Other Town Committees – none

#### **4.0 Agenda Adjustments**

4.1 Transfer Station Storm Procedures See 6.1

4.2 Constable See 6.2

#### **5.0 Scheduled Business**

5.1 Gardiner Ambulance Service Enhancements – paths forward, Chief Rick Sieberg provided an electronic presentation regarding proposals to enhance response capabilities of the Gardiner Fire and Rescue specifically relating to emergency medical response. A printed copy of the presentation will be included with the paper copy of these minutes when filed. If all the member towns support the proposed changes, Gardiner Fire & Rescue will seek a multi-year contract with all the towns to ensure financial obligations can be met.

5.2 64 Ferrin Rd., L. Ridley – CEO – status of inadequate septic system – Steve Ochmanski, CEO, advised the tenant in this home is moving out Jan. 31, 2022. If they are not out, the landlord

can have them removed by the sheriff in 7 days. The building will be designated uninhabitable once empty, until the septic system is brought up to code.

5.3 Review Woodbury Pond Dam proposal from Calderwood Engineering – The Town Manager and Road Comm. met with Calderwood Engineering representatives at the Dam. A proposal has been submitted for engineering services reflecting some changes from that of Wright Pierce and at a much lower cost. Calderwood is suggesting a sheet pile barrier, not in the roadway but closer to the lakeside abutment and extending 20 – 30 feet, not 40. It would be buried and out of sight. The sealing against the concrete is to be determined. The bonding agent has not been identified. A motion to authorize the Town Manager to terminate the contract with Wright Pierce and enter an agreement with Calderwood Engineering to do the engineering and permitting work for Woodbury Pond Dam was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3- 0.

## **6.0 Unscheduled Business**

6.1 Transfer Station Storm Procedures – A motion to authorize the Town Manager and Transfer Station Manager (Acting) to confer on whether or not the Transfer Station will be open or remain open until the plowing and sanding can be done was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3- 0.

6.2 Constable – Discussion that the primary purpose of having a constable pertains to the requirement for the Town Constable to post the Warrant for Town Meetings. The Town Manager will contact the law enforcement personnel who currently live in Litchfield to see if there is any interest in this volunteer assignment.

## **8.0 Warrants**

9.1 Town Warrant #13 for \$176,071.29, A motion to approve the Warrant# 13 in the amount of \$176,071.29 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3-0.

9.2 Town Payroll #13 for \$35,038.88. A motion to approve the Payroll # 13 in the amount of \$35,038.88 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3-0.

9.3 RSU#4 Warrant January - \$306,328.42. A motion to approve the RSU#\$ Warrant for January in the amount of \$306,328.42 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 Ordinance changes consideration
- 10.6 Constable
- 10.7 Safety Flaggers

## **13.0 Adjournment at 9:05 PM**

Respectfully Submitted By

Rayna Leibowitz