

Town of Litchfield
Select Board
February 13, 2023
Meeting Minutes

1.0 Convened at 6:30 PM; Pledge to Flag; Selectmen: Gary Parker, Chairman, Clarence Gowell III (identified as Rick Gowell in these minutes), Scott Weeks; **Staff:** Kelly Weissenfels, Town Manager; Michael Sherman, Fire Chief; Larry Nadeau, Road Comm.; Richard Lane, Mike Eaton, Paul Boudreau (Candidate), Road Advisory Committee Members; Elton Wade, Budget Comm & Litchfield Academy Trustee and Rayna Leibowitz, Litchfield Academy Trustee

2.0 Minutes of January 25, 2022 Meeting submitted for final approval. A motion to approve the minutes as drafted was made by Scott Weeks, seconded by Rick Gowell and voted 3- 0.

3.0 Reports and Correspondence:

3.1 Town Manager: A. Kelly reported that in preparation for the severely cold temperatures, arrangements were made to open the Senior Center at Litchfield Academy as a warming center if it was needed. Information was posted on the website and Facebook. A special number was advertised (441-7102) to receive requests to open it. No requests were received.

B. Oak Hill High School had substantial damage because of burst pipes. The Town Manager was not advised of the problems and discussion included a request to ensure such notifications were added to the standard procedures of the Superintendent's office in the future.

D. 3.2 Code Enforcement Officer/Plumbing Inspector – Not present as there were no significant items to report.

3.3 Road Commissioner – A. A small storm is expected tonight.

B. It's been a trying winter with multiple storms and breakdowns.

C. The PW is still at full staffing levels.

D. Roads will be posted this week for heavy loads.

3.4 Fire & Rescue – A. Chief Sherman reported they are researching shops that can replace the frame as it will not take another sticker, due next October. He plans to check references as well as getting quotes and expects to have a recommendation for the next meeting. If repairs cannot be done, he is researching purchasing a used truck to replace it. Cape Elkizabath has a truck for sale. South Portland FD has first refusal on it. If they don't buy it, Litchfield will have the chance.

B. Calls report for January – FD had 11 calls including 4 motor vehicle accidents, 3 Carbon Monoxide Alarms, 3 Mutual Aid calls and 2 chimney fires. EMS had 28 calls and responded to 7 with Gardiner Fire/Rescue handling the others.

C. The Dept. of Labor presentation of the Award for SHAPE recognition would like to be scheduled for the March 27 Select Board meeting if there are no objections. There were none.

3.5 Emergency Management – No report.

3.6 Assessing Agent – Mr Bane was here last week and is expected next week. Regarding the Town's valuation by the State, he recommends factoring valuations this year.

3.7 Transfer Station – A. The Manager is on vacation. Staff is handling the work and things are going fine.

3.8 Other Town Committees – No reports

4.0 Scheduled Business

- 4.1 Budget request presentation – Friends of Cobbossee / Tacoma Lakes Association / Cobbossee Lakes Association – Toni Pied – the budget request is increased this year due to 1) Courtesy boat inspections are funded by multiple sources and increased minimum hourly wages increased and more are being done; 2) Invasive plant surveys are being increased; 3) Plant control and removal efforts are more expensive and need to include more areas, especially for Pleasant Pond and Cobbossee Stream. Cobbossee Stream is a lineal infestation that is challenging to control. A question was asked about the basis of apportioning the costs among the several towns having shore properties on Cobbossee Lake.
- 4.2 Budget request presentation – New Mills Dam – Dave Kamila – Dave presented a review of planned work needed on the New Mills Dam and explained that the increased budget line is to obtain the funds over a multiple year effort to do it. Dam Committee reps for Gardiner and Richmond are taking the information to those towns. West Gardiner does not have a rep on the Committee. It was suggested they be approached again. They have considerable interest in maintaining the water levels the dam controls and should be represented and contributing. The proposed amount for FY 24 is \$9,120. Richmond will be requesting the same amount and Gardiner will be requesting a bit less.
- 4.3 2022 Kleinfelder Road Inspections – Kyle Plossay participated via Zoom. Kyle advised he visually monitored contractor operations and found them generally adequate and consistent. The equipment was maintained appropriately. The quality of the mix was consistent. On one of the first days of paving they did not apply tack on center seams, but that oversight was corrected. A concern was contractor traffic controls need to be improved when moving equipment on the roadway. Some deficiencies were identified, but overall, the projects were satisfactory. He was unable to provide the number of hours he was on the job, but agreed to provide the number after he looked at his records. He did state the paving company’s quality assurance, quality control representative was not on site all day, every day.
- 4.4 Schedule executive session to address contracts – After discussion, Feb. 14 at 7:30 AM was scheduled.
- 4.5 Budget review – Conservation Commission; Roads Budget; Friends of Cobbossee Lake/TLA/CLA; First look at Capital Improvement Plan and Special Projects; Consider potential warrant articles – Conservation Commission budget increase - A. from \$3,000 to \$4,000; B. Invasive Plant control (new) \$3,000; Outhouse at Community Park, \$3,500 as a Capital Project as well as \$1,950 for 10 park benches; \$2,625 for the Maine Conservation Corps for the week of Sept 18 – 22 plus a porta-potty rental. The Road Advisory Committee advised that this is the third and final year for funding capital road improvements using the borrowed bond monies. The recommendation is to reconstruct the Huntington Hill Road, the Pine Tree Road, Chip Seal the Stevestown Road and replace bridges on Gustin Road and Old Mill Road (at \$400,000 each). There might need to be a request for funding for one of these as a Special Project on the Town Warrant. There was a recommendation to address discontinuing some roads in Litchfield with separate Warrant Articles for each for Town Meeting in June. The Town Manager provided multi-year budget sheets for several accounts being discussed at this meeting. A list of proposed Warrant Articles for FY24 (June 2023 Town Meeting) was distributed regarding A. Waiver of Disclosure – some wording was questioned and may need to be modified for better clarity; B. Road Ordinance Modification regarding residential culvert installation by the Public Works Dept.; 3) Alternate sales methods for surplus town equipment and 4) alternate sales methods for foreclosed town properties.

- 4.6 Create ad hoc policy committee and appoint members: Phyllis Weeks; Barbara New-
endyke; George Thomson – A motion to create an ad hoc Policy Committee and ap-
point the following members to it: Phyllis Weeks; Barbara Newendyke; George
Thomson, was made by Scott Weeks, seconded by Rick Gowell and voted 3 – 0.
- 4.7 Abatement – Heirs of Fay Smith R09-033-ON \$251.52 – A mobile home that was pre-
viously on this property had been removed two years ago but not removed from the
assessment. A motion to abate taxes for 2021 in the amount of \$226.08 was made by
Gary Parker, seconded by Scott Weeks and voted 3 – 0. A motion to abate \$251.52 for
2022 was made by Gary Parker, seconded by Scott Weeks and voted 3 – 0.
- 4.8 Abatement – Dennis & Nancy Castonguay U14-016 \$94.32. The assessment included
a drilled well but there is no well on the property. A motion to abate \$94.32 was made
by Scott Weeks, seconded by Rick Gowell and voted 3 – 0.
- 4.9 Abatement request – Peter Fitzgerald R02-033 dropped homestead exemption. This is
a request for prior years reimbursement. State law allows for an assessment error to be
corrected for the current and two prior years. The current year was previously abated.
A motion to abate \$355.00 for 2022 for account # 501 was made by Rick Gowell, se-
conded by Scott Weeks and voted 3 – 0. A motion to abate \$353.25 for 2021 for ac-
count # 501 was made by Rick Gowell, seconded by Scott Weeks and voted 3 – 0.

5.0 Unscheduled Business

- 5.1 Repairs to the World War II Honor Roll are under way and about half done.
- 5.2 Re: Redzone Service – a resident who recently acquired Redzone service asked if service
would be negatively impacted by the leaves that will be coming out in the spring. Chairman
Parker said there was no problem at his house all last summer and he is surrounded by heavy
foliage.
- 5.3 There was discussion about replacing the fence in front of the Veterans Memorial Park.
The desire is to replace the existing old fence with new fence.

6.0 Appointments/Resignations

- 6.1 Appoint Paul Boudreau to the Road Advisory Committee – A motion to appoint Paul
Boudreau to the Road Advisory Committee was made by Scott Weeks, seconded by Rick
Gowell and voted 3 – 0.

7.0 Warrants

- 7.1 Town Warrant #22 (Warrant number corrected from the proposed agenda) \$114,945.54 – A
motion to approve Town Warrant #22 in the amount of \$114,945.54 was made by Scott
Weeks, seconded by Rick Gowell and voted 3 – 0.
- 7.2 RSU4 Warrant #23 \$348,777.42 (Warrant number corrected from the proposed
agenda) A motion to approve Town Warrant #23 in the amount of \$348,777.42 was made by
Scott Weeks, seconded by Gary Parker and voted 2 – 1 (Gowell opposed).
- 7.3 Town Payroll #16 \$27,986.31 – A motion to approve Town Payroll #16 in the
amount of \$27,986.31 was made by Scott Weeks, seconded by Rick Gowell and voted 3 – 0.

8.0 Selectmen/Public Discussion/Communication

9.0 Future Agenda Items

- 9.1 Feedback on Selectman’s Handbook
- 9.2 R02, Lot 017, 2783 Hallowell Rd.
- 9.3 Presentation of the Award for SHAPE recognition 3/27/23
- 9.4 Litchfield Academy Window Bid
- 9.5 Hall across from Litchfield Academy

13.0 Adjournment at 9:25 PM

Respectfully Submitted By

Rayna Leibowitz