

Town of Litchfield  
Selectboard Meeting Agenda  
Feb. 8, 2021  
Meeting Minutes

**1.0 Convened** at 6:30 P.M.; Pledge to Flag; Selectmen, Gary Parker, Chairman, Mark Russell, Rayna Leibowitz; Kelly Weissenfels, Deputy Town Manager; Steve Ochmanski, Code Enforcement Officer; Stan Labbe, Fire Chief, Reggie Poirier, Fire Dept., Toby Jutras, Chairman, and Richard Lane, Road Advisory Comm. via Zoom; Larry Bell, Chairman, Broadband Comm. via Zoom; Pat Soboleski, Director, Senior Center, via Zoom.

Access to this meeting by the public is via Zoom so voting is recorded by the initials of the Select Board and their vote as given verbally.

**2.0 Minutes of Jan 25, 2021 meeting submitted for final approval.** A motion to accept the Minutes of Jan 25, 2021 with the correction of the date to Feb. 11 under 6.1 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

**3.0 Reports and Correspondence**

3.1 Town Manager – A. Kelly Weissenfels, Deputy Town Manager, reported he met with the Superintendent of RSU#4. The Supt. advised they are restructuring and reorganizing in preparation for school construction. The Pre -K and K will be combined at Libby Tozier School, grades 1 and 2 will be at Sabattus Primary School, grades 3 and 4 will be at Carrie Ricker School and 5 – 8 will be at the Sabattus Middle School. There will need to be 2 referendum votes to close Libby Tozier and Sabattus Primary Schools and put an addition onto the Sabattus Middle School. The School Board votes on this in April and the towns vote in June.

B. Kelly will be working with the Transfer Station Manager to develop a trucking bid for the next Select Board meeting.

C. Mowing contracts will be sought for the next two years.

D. The Conservation Commission is requesting discussion for 4 ten hour days this summer for the Conservation Corps to work on non-native invasive plants on Town property.

E. Kelly advised an offering of a Zoom training has been received for Incident Command Systems for Executives and Senior Officials under the National Incident Command System on Feb. 23 and March 9. He will get more information for us. It is being offered jointly by the Hancock and Knox County Emergency Management Agencies.

3.2 Code Officer/Plumbing Inspector – A. Steve Ochmanski, CEO, advised he has recently completed a Plumbing Permit for Gowell’s Shop N Save to expand their septic system.

B. Three single family home building permit applications have been submitted.

C. Septic inspections were busy until mid-January and plumbing permits are now getting busy as folks focus on inside work.

D. The Planning Board has 2 applications waiting for more information 1) a repair business in Purgatory and 2) a limited campground for The Meadows Golf Course.

E. The Planning Board is starting to review Ordinances to identify needed changes for 2022.

F. The new census may show that Litchfield has grown to the point (population 4,000) that the Maine Uniform Building and Energy Codes will become effective. Steve has identified three qualified building inspectors for third party inspections who can be available for referrals as soon as they are needed.

G. Re: R02-016, 2787 Hallowell Road - Steve advised the occupants are refusing to leave.

3.3 Road Commissioner – A. Kelly reported for the Road Commissioner that one truck was out of commission until they found and repaired a broken wire.

B. Stan Labbe, who works at the local schools, advised several staff members there have commented that Litchfield roads are maintained better during and after storms than several other towns they travel from or through to get to the schools.

3.4 Fire & Rescue A. Chief Labbe advised the Fire Dept. responded to 8 calls in January including 4 motor vehicle accidents, 1 chimney fire, 1 unpermitted burn and 1 vehicle fire. Rescue responded to 22 calls.

B. Members of the Rescue team got their second Covid shots. All Fire Dept. members who wanted them have received their first shots.

C. The new Fire Truck needed front wheel hub seals repaired (under warranty).

3.5 Emergency Mgmt. - No report

3.6 Assessing Agent – Ellery Bane was here last week and is expected this week as well.

3.7 Transfer Station – Kelly reported for the Transfer Station Manager that it has been very quiet at the Transfer Station lately.

3.8 Broadband Committee – Larry Bell, Chairman, reported the Planning Report is available and a Request for a quote from Charter Communications and 12 other firms for a build out estimate has been sent out. This initial effort is to separate out those firms that are not interested in participating with us.

3.9 Other Town Committees – No reports

#### **4.0 Agenda Adjustments**

#### **5.0 Scheduled Business**

5.1 Road Projects Budget – Toby Jutras, Chairman, Road Advisory Comm., had re-distributed the presentation information from a year ago for the Board to review before discussions tonight. Kelly advised he talked with the Bank and we are not eligible for a letter of credit as an option. Kelly also looked at a bond process.

Toby advised road work funding at the rate of \$400,000 a year would not provide enough money for needed work. An annual appropriation of \$500,000 a year would have us caught up in 15 years. A bond could allow the work to be done in 7 years and it is expected \$400,000 a year after that would maintain the roads at adequate levels.

Discussion identified that a majority of the Board did not support borrowing the money at this time.

The Road Advisory Committee needs to develop a budget proposal that covers July 1 to Dec AND the following spring to get work started to maximize the use of construction weather.

5.2 Opening Woodbury Pond Park for Ice Fishing Access – Discussion was held and there was no interest in supporting this proposal.

5.3 Litchfield Animal Shelter Contract (C&J Animal Shelter) – Discussion was held identifying several portions of the proposed contract that needed additional information or modification and a desire for information concerning operating standards. Board member, Rayna Leibowitz, offered to visit the facility and discuss the matter with the operator and Animal Control Officer to bring information back to the next meeting.

5.4 Quitclaim Request (R01-039A) – building partial encroachment on town right-of-way – Steve Ochmanski, CEO, discussed the situation as he understood it. The assessment of the problem has not been verified by a formal survey. A motion to not approve the Quitclaim deed as the Select Board does not have the authority to approve such a request without the vote of the Town at a Town Meeting was made by Rayna Leibowitz, seconded by Mark Russell and voted RL Yes, MR Yes and GP Yes. The requesting person is Joe Rinaldi, at 76 South Adams Road

## **9.0 Warrants**

9.1 Town Warrant #15 for \$367,129.20 (which includes \$313,680.33 for RSU#4 and a payment on the Fire Truck, leaving \$35,400 in other expenses). A motion to approve Warrant #15 in the amount of \$367,129.20 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

9.2 Town Payroll #15 for \$22,620.36 A motion to approve the Town Payroll #15 in the amount of \$22,620.36 was made by Mark Russell, seconded by Rayna Leibowitz and voted RL Yes, MR Yes and GP Yes.

## **11.0 Selectmen/Public Discussion/ Communication**

11.1 Failure of the Concrete in a portion of the Garage Floor – Discussion resulted in the recommendation for this project to be started so resolution can be obtained.

11.2 There was discussion about the unlicensed junk yard at Litchfield Corner. Kelly will discuss it with the CEO.

11.3 Kelly is waiting for additional information regarding the cost of replacing street light fixtures and purchasing power only from CMP.

## **12.0 Future Agenda Item**

12.1 Feedback on Selectman's Handbook

12.2 R02-016, 2787 Hallowell Road

12.3 R02-017, 2783 Hallowell Road

12.4 C&J Animal Shelter Contract

12.5 Bid Review and approval for Transfer Station

12.6 Budget Committee Suggestions

## **13.0 Adjournment**

Respectfully Submitted,

Rayna Leibowitz