

Town of Litchfield
Select Board
August 9, 2021
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; Michael Sherman, Fire Chief; Larry Nadeau, Road Comm.; Pat Soboleski, Senior Director; Richard Lane, Road Advisory Comm.; Ellery Barrett, Budget Comm.; Town Office Staff, Diana Larrabee and Tanya Barrett; and Broadband Comm. Members: Larry Bell, Chm., and Joline Bell. Guests according to the sign in sheet.

2.0 Minutes of July 26, 2021 Meeting submitted for final approval. A motion to approve the minutes as written was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3- 0.

3.0 Reports and Correspondence:

3.1 Town Manager: A. Kelly Weissenfels advised 30 day notices are being prepared for distribution in early September.

B. Notification has been received that the application for grants under the NRBC was not approved.

3.2 Code Enforcement Officer/Plumbing Inspector – A. Steve will attend the next Board meeting when he is expected to have more information for the Board, according to Kelly.

3.3 Road Commissioner – A. Larry Nadeau advised they are starting work on Dead River Road to prepare to replace the culvert. They found ledge that will be addressed on Tuesday. It was not removed when the current culverts were installed. He found a written date on the culvert removed of 1998 so that is probably when it was installed.

B. Apparently 3 folks were not able to read “Road Closed” signs and tried to drive through the construction area. Since the road was impassable, they were directed to seek an alternative route. An excavator is currently blocking the road from both directions in the overnight along with cones, barriers and signs.

C. A citizen complaint has been received regarding erosion on Dennis Hill Road. Larry has spoken with the gentleman already.

D. A resident asked if an appropriate amount of road work was getting done with a short staff. Larry advised he is satisfied t the moment and hope some applicants come forward.

3.4 Fire & Rescue – A. Chief Mike Sherman advised the Self Contained Breathing Apparatus units have been received and training and fit testing is happening as we meet.

B. Fire calls for July were 4, including 2 car accidents, 1 carbon monoxide alarm and a vehicle fire on the Maine Turnpike that was actually in West Gardiner, but we were able to get there first.

C. First Responder calls – 22 calls with 4 responded to by Litchfield.

D. A citizen asked if the Department had adequate staffing and the Chief responded that additional volunteers are always appreciated and Litchfield, like other departments, welcome them.

3.5 Emergency Management – A. A problem with the generator by Public Works was identified when the power failed and the generator did not start and run as required. It is a Caterpillar brand and a technician from Caterpillar repaired it and will be the go-to person in the future.

B. The generator at the Fire Station has had an upgrade of the self-starting mechanism.

3.6 Assessing Agent – Zeb was here on 9/29 and prepared the Supplemental Tax document (see 5.4 below). A staff member is expected back before 9/2/21 to prepare for the tax commitment workshop.

3.7 Transfer Station – A. Kelly reported for Bryan Lamoreau, Transfer Station Manager, that things have been relatively quiet. A change in the loading of bulky bins has been implemented whereby the easiest to get out is loaded first and if the second one is not full, it will not need to be moved.

B. An estimate for the earth work has been received from one firm for \$3,000. At least one additional quote is requested. The size of the desired pad is not known.

C. Larry Nadeau commented that the Transfer Station crew should be able to pour the concrete to create the pad. Larry and Bryan need to discuss this and assess the level of knowledge and experience among the crew to do this.

D. Larry advised he was informed the leaves would be picked up and removed this week.

3.8 Broadband Committee – A. Larry Bell, Chairman, advised a survey draft has been developed and submitted via email and a copy was provided at this meeting. Discussed bulk mailing, address labels, posters put up inviting seasonal visitors to participate and making copies of the survey available at the Town Office and Rick offered his store’s service desk. Rayna can offer some volunteers if folding, stuffing or labeling is needed. Larry will let her know/

B. Possible funding is very uncertain, but money from federal, state and county levels is not being made available yet, but is expected to be eventually.

C. A motion to approve the survey and authorize the Chairman to sign the cover letter was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

D. A resident asked “Does a town have authority to establish and own a Broadband utility for its residents?” Kelly will contact MMA for information.

3.9 Other Town Committees – Senior Center – Pat Soboleski, Senior Director, advised the Carol Bailey String Band will be traveling to the Scoodic Point Festival to perform and will also be performing at Litchfield Fair.

4.0 Agenda Adjustments - none

5.0 Scheduled Business

5.1 Personnel Policy- Transition of Long Term Employees to New Policy – Since the last meeting, the Chairman has talked with some long term employees regarding transitioning to the new personnel policy. Diana Larrabee, Kelly Weissenfels and Steve Ochmanski have agreed to come under the new policy with individually negotiated buy outs of surplus vacation time. Pat Soboleski has stated she wishes to stay under the old policy. Larry Nadeau has requested to be present when employees of the Public Works Dept. are offered options. A meeting with Larry and one employee who is currently under the old policy was set up for Aug.17 at 3:00 PM. The Chairman had already discussed the options with an employee who is considering them before Larry made his request.

5.2 Dead River Bridge Bid Opening – Five bids were received, opened and read by the Chairman:

CPM Construction, Freeport	\$575,000
McGee Construction, West Gardiner	\$492,145
Wyman & Simpson, Richmond	\$484,874
T. Buck, Auburn	\$472,890

Dirigo Timberlands, Anson \$298,000

The bids will be forwarded to the Road Advisory Committee for review and recommendation. That committee meets August 18 at 6:00 PM.

5.3 Woodbury Pond Dam Phase II Proposal – Review/Approval -The proposal from Wright - Pierce Engineering was reviewed and discussed. A motion to authorize payment for the engineering work done and proposed to be done in the amount of \$45,800 and authorize the Town Manager to sign the proposal on behalf of the Town was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0. There has been no information regarding the Town of Monmouth’s commitment for funding for this project.

5.4 Supplemental Tax, R03, Lot 108, A-1 Properties, LLC- Two acres are being removed from Tree Growth Tax Reduction Program. An additional tax in the amount of \$300.80 has been calculated by the Assessing Agent. A motion to issue a supplemental tax bill in the amount of \$300.80 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

7.0 Appointments/Resignations

7.1 Appoint Inland Fisheries and Wildlife Agent – K. Weissenfels – a motion to appoint Kelly Weissenfels as Inland Fisheries and Wildlife Agent was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

8.0 Warrants

8.1 Town Warrant #3 for \$372,853.27 , including \$306,328.42 for RSU#4. A motion to approve the Warrant# 3 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3-0.

8.2 Town Payroll #2 for \$24,723.13 A motion to approve the Payroll # 2 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3-0.

9.0 Selectmen/Public Discussion/Communication

9.1 A citizen asked if the Board needed authorization for a remote meeting. The Chair responded that the current interpretation is that they are no longer allowed for Select Board meetings as the State of Emergency has been lifted. It is not clear but lower level committee meeting may still be held virtually.

10.0 Future Agenda Items

- 10.1 Feedback on Selectman’s Handbook
- 10.2 R02, Lot 015, 2793 Hallowell Rd
- 10.3 R02, Lot 016, 2787 Hallowell Rd.
- 10.4 R02, Lot 017, 2783 Hallowell Rd.
- 10.5 Budget Committee Suggestions
- 10.6 Demolition Bid Review/Approval

13.0 Adjournment at 8:30 PM

Respectfully Submitted By

Rayna Leibowitz