

Town of Litchfield  
Select Board  
September 13, 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.; Road Advisory Committee Members: Tamas Szepsy and Richard Lane; Larry Bell, Chm., and Joline Bell, Broadband Comm..

**2.0 Minutes of August 23, 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.

**Minutes of September 2, 2021 Tax Commitment Workshop submitted for final approval.** A motion to approve the minutes as drafted was made by Rayna Leibowitz, seconded by Gary Parker and voted 2 – 0 -1 abstained (Rick Gowell, as he'd been unable to attend).

**3.0 Reports and Correspondence:**

3.1 Kelly Weissenfels, Town Manager: A. 240 thirty-day notices went out. 60 of them have already been paid.

B. The FY 2020 audit was received today. A copy of the report was provided to each Select Board member.

C. Kelly received an update that the survey for Woodbury Pond Dam would be done this week or next week. Drilling will be done the week of 9/27/21.

D. Communication has been received from the attorney regarding 2787 Hallowell Rd. This has been added as an Agenda Adjustment.

E. A communication has been received from Bruce Flaherty, State Director of the Spirit of America Award, and this year's recognition has been awarded to the Litchfield Fire and Rescue Department. Bruce scoured newspaper reports and captured an impressive list of activities and events conducted by the Department for community service as well as the response to fire, medical, and other emergencies. Chief Sherman was present to hear the letter read and was very honored.

3.2 Code Enforcement Officer/Plumbing Inspector – A. Steve was absent but will have the August Permit Log for the next meeting.

3.3 Road Commissioner – A. The West Road and Maxwell Road were being chip sealed today. Academy Road and Oak Hill Road are planned for Tuesday.

B. Whippoorwill Road brush removal is continuing.

C. Stevenstown Road will be done by 9/22/21.

D. A few trees came down in the recent wind storm.

3.4 Fire & Rescue – A. Chief Sherman will have the response numbers for August at the next meeting.

B. The Department was heavily involved with events as well as its vending efforts at Litchfield. Additionally, it responded to two vehicle accidents off site.

C. Some Department members will be sent to the University of Maine for Pumper Operations training in October.

D. Compliance training is being scheduled.

E. Chief Sherman was thanked for his assistance in providing materials for an exhibit honoring Chief Stan Labbe at Litchfield Fair created by the Historical Society of Litchfield.

F. Chief Sherman advised the lawn care services at the Fire Station is pretty poor. He was thanked for the feedback.

3.5 Emergency Management – No report.

3.6 Assessing Agent – Ellery Ban is expected back on September 30. The Tax Bills will have gone out before then so he will be available to respond to resident's inquiries.

3.7 Transfer Station – A. Bryan Lamoreau, Transfer Station Manager, advised it had been an interesting week. 30 trees were cleared from the area planned for development of space for recyclable containers. Bryan is developing the bid proposal information.

B. A solar panel and marine battery has been received to provide adequate lighting for the newly developed area using LED lights. This will eliminate the need to dig a trench and lay cable underground to serve that area.

C. The bush hog needed repair after a pin was sheared and a gasket needed replacement. Staff took care of it.

D. An incident occurred where a vehicle entering the facility was not displaying a sticker. The driver was asked to show a sticker and he removed one from his wallet that had been assigned to another person (the driver was recognized by a staff member). The driver became quite belligerent and used offensive language to the attendant. The Town Manager was directed to send a letter to the driver in accordance with the discussion at the last meeting. The Transfer Station staff was directed to contact law enforcement if a situation escalates and they feel threatened.

3.8 Broadband Committee – A. Larry Bell, Chairman, provided a summary from the survey provided to the community. 356 responses were received; 66% were existing Spectrum customers; 75% are either very satisfied or somewhat satisfied with their existing service (if they have any); the biggest issue is cost; and there is very extensive use of the internet in town including almost half (47%) working from home. A meeting was set up for Sept. 30 at 2:00 PM to review the results and discuss next steps. This meeting will be open to the public and additional meetings will be scheduled to provide information to residents.

3.9 Other Town Committees –Recreation Comm, A request was made for a report of activities, especially pertaining to the Woodbury Pond Park.

#### **4.0 Agenda Adjustments**

4.1 2787 Hallowell Road Update

#### **5.0 Scheduled Business**

5.1 Woodbury Dam Spillway Fence – Request to reduce height - Dave Howes, the resident across the dam was present. He advised the width of the passage over the dam was narrow and posed a problem for delivery and large trucks to reach his property. He would like to have the chain link fence on the downstream side reduced to 4 feet (now 5 feet) so West Coast Mirrors would clear it. He was also concerned that an ambulance or fire truck could not reach him if needed. Chief Sherman agreed to bring a fire truck to the dam on Tuesday to test the situation. Mr Howes advised he'd be willing to cut the fence down, but there were concerns about liability and safety. Mr Howes contacted a fence company and was given a price of \$1,200 to replace the fence with a shorter one.

Road Commissioner, Larry Nadeau advised the width of the passage is 10 feet. The legal

limit for vehicles is 8' 6". Additional information is needed for the next meeting. The issue of liability needs to be checked out. If the fence is adjusted, an insured fence company should do it. Historical information should be obtained from the Woodbury Pond Dam Committee regarding why the downstream fence (5') is higher than the upstream side (4'). This information should be brought back to the Sept. 27 meeting.

5.2 Demolition – Approve bid request – See additional information under 6.1 After review and discussion including modifications to the proposed bid form, a motion to approve the form and invite interested bidders to submit bids for demolition of the building was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

5.3 Personnel Policy agreements – Steve. Ochmanski, accepted Option 1 including retaining 130 hours of vacation time and accepting payment for 205.5 hours of vacation in the amount of \$6,783.56. Kelly Weissenfels accepted Option 2 including retaining 160 hours of vacation time and accepting payment for 37.5 hours of vacation in the amount of \$1,462.88. A motion to approve the agreements was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

5.4 Route 197 Turnpike Overpass Bridge -single lane status – It appears the Turnpike has plans to put off repairs to the overpass until 2022 so a meeting has been set to discuss this for 1:00 PM on Tuesday, September 28, with the Maine Turnpike Authority representatives, to be followed by discussion of the Personnel Policy.

5.5 Bridge and Stream Grants Open for 2022 – Approval to pursue – Larry Nadeau has identified the opening of grant requests for stream crossing projects and proposed hiring Eric Calderwood of Calderwood Engineering to develop information and submit proposal requests for Gustin Road Bridge and Old Mill Road Bridge. A motion to invite Calderwood Engineering to prepare and submit applications for grants for Gustin Road Bridge and Old Mill Road Bridge for the Town of Litchfield was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

5.6 2021 Tax Commitment – A motion to approve the mil rate of \$14.13 per thousand of property valuation was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0. This will result in an expected overlay of \$28,831.00, an amount corrected from the figures of the Sept. 2, 2021 Workshop. The \$14.13 figure represents a decrease from last year's rate of \$14.20.

5.7 Repurchase Agreement, T. Pepin (R02, Lot 009B-ON) A motion to accept a repurchase agreement from Tristan Pepin for \$1,339.13 to be repaid in 12 monthly installments of \$112.00 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

## **6.0 Unscheduled Business**

6.1 2787 Hallowell Road Update – Recent Superior Court decisions appears to have cleared the way for activity relating to the demolition of a dangerous building.

## **8.0 Warrants**

8.1 Town Warrant #5 for \$474,041.85 which includes \$306,328.42 for RSU#4. A motion to approve the Warrant# 5 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3-0.

8.2 Town Payroll #4 \$25,008.94 A motion to approve the Warrant# 5 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 016, 2787 Hallowell Rd.

10.4 R02, Lot 017, 2783 Hallowell Rd.  
10.5 Budget Committee Suggestions

10.6 Woodbury Pond Dam Fence

**13.0 Adjournment at 8:50 PM**

Respectfully Submitted By

Rayna Leibowitz