

Town of Litchfield
Select Board
March 26, 2018
Final Minutes

1.0 Convenes 6:30 PM; Pledge to Flag; Present: Selectmen Mark Russell, Chairman, Gary Parker and Rayna Leibowitz; Trudy Lamoreau, Town Manager; Larry Nadeau, Road Comm.; Bryan Lamoreau, Transfer Station Manager; John Upham, FOAA Officer; Selena Nadeau, Town Office Staff; Tamas Szepsy, Toby Jutras, Road Advisory Comm; Rodney Allen, Pat Soboleski, Kelly Weissenfels, Budget Comm, Renee LaChappelle, BAR and guests according to the sign-in sheet.

2.0 Minutes of March 12, 2018 meeting submitted for final approval: A motion to accept the minutes as drafted was made by Gary Parker, seconded by Rayna Leibowitz and voted 3 - 0.

3.0 Reports and Correspondence

3.1 Town Manager -A. Transfer Tax records will be emailed to the Board members for their review.

B. The Recreation Dept. funds all go through the TRIO system except a CD that is with Gardiner Federal Credit Union until it matures.

C. Trudy is still waiting for TRIO to give her a cost projection to be included in the proposed budget.

D. A new camera has been ordered.

E. A call was received from the contractor for the Fire Dept. roof. They are finishing up another job and would like to get started on ours this week. Trudy called Chief Labbe and was given a go-ahead.

F. The Fire Dept flooring job has been completed and looks good. Some funds were left over, so the communications room and an office will also be done.

G. The MMA Risk Pool Insurance Inspector is expected Thursday.

3.2 Code Enforcement Officer -A. Steve went home not feeling well.

B. The Planning Board's proposed Land Use Ordinance changes were distributed to the Board. A Public Hearing is scheduled for April 19 at 6:15 PM.

C. Steve plans to meet with Ellery on Thursday for a year end review.

D. Steve is reviewing the Revaluation Request for Proposal.

3.3 Road Commissioner: A. Larry, Mark, Rayna and Ricky Gowell met with CMP and the County EMA in Augusta last Tuesday. The meeting went well and CMP has committed to developing policies and procedures to improve coordination by April 3.

B. Larry sanded Libby Road, Buker Road and Oak Hill Road on Sunday morning as there was ice on those roads. The others did not need to be sanded so no other staff was called out.

C. There have been 27 events this year requiring snow removal and/or sanding. This may be record-setting.

D. The garage doors are open and spring cleaning has started in the garage.

E. Larry met with representatives from All State Paving to look at Gustin Road, Oak Hill Road and Lunts Hill Road. He has requested suggestions and costs from them to improve these roads, namely, what will be the most cost effective means of bringing them up to better standards. Oak Hill Road has not had gravel added for several years.

F. Culverts will be paved on Easy Street and Lunts Hill Road when the frost is out of the ground over the culverts.

G. The Road Advisory Comm. will conduct a new road inventory this spring. The last one was done 3 years ago.

H. The Small Road will get its shim coat this spring (postponed from last year when the rain/wind storm hit Oct 31).

I. The Upper Pond Road has some issues discovered, especially where different loads of surfacing material meet. All State Paving will review them and discuss potential options. There is a 1 year satisfaction warranty with their work.

3.4 Fire & Rescue, Chief Labbe is expected at the next meeting.

3.5 Emergency Management - A. RCM has met with the Fire Department. They are working on radio channels. It was noted that this issue is dragging on way too long. Can anything be done to speed it up?

B. The repeater will probably cost a little less than expected. Numbers are expected soon.

3.6 Assessing Agent - Ellery Bane and Jay are both expected to be in on Thursday to meet with the CEO.

3.7 Transfer Station -A. Good weekend. There were 12 - 15 new residents, here to recycle.

B. There was an inappropriate disposal of bags of used disposable diapers. The woman leaving them left before she could be reached by staff, but a description of her vehicle and a partial license number were noted.

C. The Manager has identified some signage that is needed and stencils for marking the new containers, to be certain we get them back. Larry advised he has a stencil.

D. A partial partition for the cardboard container is recommended that goes to a point just in front of where the deposits should be made, with a sign on it directing disposal BEHIND the partition.

3.8 Other Town Committees - The RAC will discuss and review the proposals for the Oak Hill Road, Gustin Road and Upper Pond Road as appropriate.

4.0 Agenda Adjustments

5.0 Scheduled Business

5.1 Kennebec Savings Bank - Proposal for loan payments -Brent Hall, KSB provided information regarding the costs of handling the loans for the Paving Loan and the Fire Truck Loan, currently with Camden National Bank. A recent increase in rates lowers the potential savings to the Town, but it appears some savings are possible. The documents will be reviewed and discussed.

5.2 Lindsay Nelson - Invasive Plants -Withdrawn so more research can be done.

5.3 Budget Review - The Chairman reminded folks the purpose of this is to receive information from each department head and initially review proposals. The final review and setting of budget amounts will occur on April 23rd.

Administration- The cost of 026 Assessing needs confirmation.

Employee Benefits -185 - MMA Health Insurance - Projecting a 10% preliminary increase.

Office Equipment - 242 includes a new laptop for committee use. 245 - The TRIO line needs to be filled in.

Capital Road Improvements The YTD expenses showing the account is \$85,000 overdrawn needs to better reflect the use of the reserve account before newer funds are used.

Public Service Agencies - It was noted at least one other community in Maine encourages

direct resident donations rather than mandated donations by taking it from tax revenues.

Library- detail was requested regarding the numbers of Litchfield users.

KVCOG - There has been no response for the cost figures for the next fiscal year so no increase is reflected.

Dams - No increases.

Debt Service - This will be revisited when review of the KSB proposal is completed.

Seniors - A 3% increase in the Director's salary is included. It was noted the 088 Senior Trips line also includes vehicle maintenance and tires will be needed in the next budget period.

Cobbossee Watershed - Reflects a 3% increase. Member towns are obligated to pay the assessed amount by state law.

A request was made for a report showing Sub Account (Reserve Account) balances.

5.4 Executive Session - Poverty Abatement Request (Pursuant to MRSA Title 36, §841.2)

A motion to enter into Executive Session was made by Mark Russell at 8:10 PM, seconded by Rayna Leibowitz and voted 3 - 0. The Executive Session ended at 8:25 PM. A motion was made by Rayna Leibowitz, seconded by Gary Parker, to deny the poverty abatement according to the long-standing policy of the Board of Selectmen to deny such request if the applicant is in no danger of losing the property to foreclosure. Motion passed 3-0-0."

6.0 Unscheduled Business

7.0 Legal

8.0 Appointments and Resignations

9.0 Warrants

9.1 Town Voucher #18 for \$75,224.91 A motion to approve was made by Rayna Leibowitz, seconded by Gary Parker and voted 3 - 0.

9.2 Town Payroll #19 for \$22,831.91 A motion to approve was made by Rayna Leibowitz, seconded by Gary Parker and voted 3 - 0.

10.0 Other Business

11.0 Selectmen/Public Discussion/Communications

11.1 Selectman Gary Parker clarified the process for closing a public, town-owned road requires a vote of the Board, a Public Hearing and a vote of the residents at a Town Meeting. The Board does not have authority to close a road, even on a winter basis, until this process has been completed and the residents made the final decision.

11.2 The Emergency Management Ordinance was distributed to the Board for comment regarding the duties of the Director, to determine if changes might be suggested.

12.0 Future Agenda Item

12.1 B. Blocher Property

12.2 Street Lights

12.3 Gustin Road and Old Mill Road Bridges

12.4 Whippoorwill Road Culvert/Bridge

12.5 Return of the 7/14/16 Executive Session Working Papers

12.6 Number of Homestead Exemptions

12.7 Planning Board Report Re: Marijuana Moratorium Survey

12.8 Reval RFP

12.9 Kennebec Savings Bank Loan Service

12.10 Sub Account/Reserve Account Figures

12.11 AED for the Town Office

12.12 Library use documentation

12.13 Confirm Assessing costs for budget

13.0 Adjournment at 8:35 P.M.

Respectfully Submitted,

Rayna Leibowitz