

Town of Litchfield  
Select Board  
June 27, 2022  
Final Meeting Minutes

**1.0 Convened at 6:30 PM. Pledge to the 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.; Pat Soboleski, Senior Director; John Upham, Transfer Station Manager; Tom Wood, Budget Comm and Broadband Comm.; Larry Bell, Chm., Broadband Comm; Joline Bell, Woodbury Pond Park.

**2.0 Minutes of May 23, 2022 Meeting submitted for final approval.** A motion to approve the minutes as drafted was made by Rick Gowell, seconded by Gary Parker and voted 2- 0 – 1. (Scott Weeks abstained as he was not yet on the board)

**3.0 Reports and Correspondence:**

**3.1 Town Manager:** A. Kelly is looking to complete the transfer station pads by the end of the year

B. Libby road rework: All States is hoping to complete project by the end of August

C. Reminder that the end of fiscal year is this coming Thursday (6/30/2022)

D. Town Office hours on Monday's will now be ending at 6 pm instead of 8 pm with the understanding that residents can take advantage of online services.

**3.2 Code Enforcement Officer/Plumbing Inspector.** A. Steve Ochmanski is not present for this meeting.

B. Properties discussed in previous meetings that need to be cleaned up have an end of month deadline.

C. Jeff Craig will shadow town code enforcement officer (CEO) for training and plans to take all necessary training and tests in the coming months to move forward to become the assistant CEO.

**3.3 Road Commissioner,** A. Larry Nadeau reported that All States is moving forward with Libby and Wentzel Rds hoping chip seal will be done by Monday (6/4/2022)

B. Grading on Whippoorwill Rd will start this week. Residents inquired as to why the delay in Whippoorwill. Larry Nadeau stated that the grader has just been repaired in-house saving up to \$20,000 and grading will begin as soon as possible.

C. Rick discussed with Larry about getting communication out there to residents about road conditions, talk was made about using the town's social media more to get information to town residents in a more timely manner.

**3.4 Fire and Rescue,** A. Mike Sherman, Training for June was for Drivers and Pumps. Next month will be Hazmat training. Residents are reminded to be on the lookout for hazmat trucks and not to be worried.

B. Burn Permits: The decision to change the time for burning permits for commercial companies and large projects will be revisited for burns that need to be done during working hours.

C. Truck Committee: The specifications for the new tanker will be a copy of the existing tanker. (Tanker 63) as this is the exact truck and pump that the town requires.

**3.5 Emergency Mgmt.** A. No report.

**3.6 Assessing Agent.** A. The assessing agent will next be in the office at the end of July.

**3.7 Transfer Station** A. 2,500 Items have been taken from swap.

B. There will be work done to make the road sign more visible

C. Still seeing issues with plastic bags being put with the plastic. This causes the machine at the recycling company to clog. Bin has been placed next to the receptacle for plastic bags.

D. Thank you to Greg and Public Works for help with cleaning up the area and brush piles.

**3.8 Broadband Committee.** A. Redzone has got 4 towers up and a burn-in process is in the works. Hoping to begin the first customer home installs within a week.

B. Question from resident: Have been having trouble getting in contact with Redzone customer service. Committee stated that Andrew Weeks would be the best point of contact for information.

**3.9 Other Town Committees.** A. Pat Soboleski stated that they have had one outdoor concert at Clover Manner with very good response. Next will be at the Veterans home on July 13th. There will be a Naples Songo River Queen trip in July and the last line dance at the sportsman's club. The next line dancing session will be on July 13th at the Fire Department.

B. Joline Bell (Woodbury Park Volunteer Organizer) stated that the park has been very busy this month. The Mortell family has donated a float for the park. Discussion occurred on whether to keep the float within the buoys. Decision was made to keep float within swimming buoys to keep swimmers safe from boaters.

C. The Woodbury Dam Committee will get estimates on maintenance tasks (crack filling; steel spillway guard).

#### **4.0 Scheduled Business:**

**4.1 Elect a Select Board Chairman.** A motion to elect Gary Parker as Select Board Chairman was made by Rick Gowell, seconded by Scott Weeks, and voted 2 - 1 (Gary Parker abstained) Motion Passes.

**4.2 RSU4 budget issues and loan proposal.** A. Ben McCall, Town legal counsel was present for this meeting to address questions regarding the RSU4 School Construction Referendum.

B. Ben answered a question regarding the reorganization passed if Litchfield voted against it. The three towns were already in a school district, so the majority vote of the combined towns carried the issue.

B. A question of whether the vote scheduled for August could be forced to instead be at the general election in November. Ben answered that the Aug 9 election is legal and not able to be moved. At this point plans to form an Ad Hoc committee to get information about the vote to residents was made (see unscheduled business).

C. Tom Wood asked if there was a case for misuse of funds for upkeep on Libby-Tozier School if the school didn't technically belong to the RSU. Ben stated that there may be a statue that protects the RSU, but would need further research to see if the RSU has possession of the school.

D. Gary reiterated that the residents need the information about cost of staying in the RSU

E. Tom stated that if the cost of the new school will not exceed \$31,687,216, with a 4% interest rate, then depending on the loan that is taken for the new school, Litchfield could be responsible for \$23,500,00 to \$26,500,00. Tom stated that the local funding formula is required to be reviewed every 5 years and asked if there had been a recent review on what percentage of the local additional cost Litchfield will be responsible for, which currently is based 50% on population and 50% on property value. Selectman Weeks answered that there had been a review while he was on the board.

F. Joline asked who residents can contact to answer questions on this matter, and how we can quickly get easy to understand information to residents. Points were made in response: that there are issues with getting the facts voters need from the school board; also that voters will be able to request absentee ballots

G. Residents shared concerns regarding if the school board and if RSU4 have done their duty in getting more than one bid for the new school. There was concern about the estimates for repairs not coming from a properly experienced sources, and getting total numbers out to inform the voters.

**4.3 Countersign RSU4 Referendum Warrant and Notice of Election.** By state statute the Select Board is required to countersign the referendum election notification. Committee signs to hold vote in August.

**4.4 Public Works truck.** The specifications for the new plow truck have been finalized. Larry Nadeau stated that O'Connor has confirmed that they can have a truck ready by December. The Board stated that bids have not been sent out on the new truck and that will need to be done before commitment to O'Connor. Larry asked if it would be reasonable to show due diligence by having the town call dealerships to show that sending out a formal bid would get no response due to unavailability of trucks. The board agreed that upon completion of a telephone survey of state truck dealers a decision could be made so the town would be able to have a new truck for the 2022-23 plowing season.

**4.5 Renewal/Update of transfer station hauling contract.** A. Town has decided to stay with the same trucking company. Price per haul will increase from \$145 to \$500, per haul. A change was noted to shorten the pickup timing to "...weekly, or at the discretion of the Transfer Station manager." A motion to approve the new contract with changes was made by Rick Gowell authorizing the Town manager to sign, seconded by Scott Weeks and voted 3-0

**4.6 KVHS contract authorization.** A. In addition to the contract the Town Manager will investigate discussion of the possibility of lost pets staying at a local facility overnight instead of being transferred to KVHS, dependent on owner choice at licensing. Contract total is \$6275.52, payable in quarterly installments. A motion to approve the contract was made by Rick Gowell, authorizing the Town manager to sign, seconded by Scott Weeks and voted 3-0.

**4.7 Authorize Woodbury Pond passes for checkout from Gardiner Library.** A. Joline would like to clarify how many passes will be passed out. 4 day passes per checkout will be available. This could bring people from out of town to the park and add more revenue. These passes will be made so they can be tracked to see how many passes are used. A motion was made by Rick Gowell to authorize 4 day-passes to be provided to the Gardiner Library, seconded by Scott Weeks, voted 3-0

**4.8 Supplemental - R02-78B-1, Alan Plummer.** A. Mr. Plummer requests removal a portion of recently purchased acreage from farmland. The purchase had been represented as free any restrictions. A motion was made by Rick Gowell to approve the supplemental tax for \$3,074.37, seconded by Scott Weeks, voted 3-0

**4.9 Repurchase Agreement - R03-63A, Normand Comeau Jr.** A. Along with payment, cleanup of property will need to be done. Rick motions to sign repurchase for \$8252.54 (as \$500 deposit was already made). A motion was made by Rick Gowell to approve the repurchase agreement for \$8252.54, seconded by Scott Weeks, and voted 3-0

## **5.0 Unscheduled Business**

**5.1 Approval of Ad Hoc Libby-Tozier Transition Committee.** A. In order to facilitate gathering information on behalf of the town, and to evaluate the costs involved in accepting ownership of

Libby-Tozier School, Tom Wood recommended forming an Ad Hoc committee. The board requested volunteers. A motion was made by Rick Gowell to create the Ad Hoc Libby-Tozier Transition Committee with 5 seats, and to appoint Glen Ridley, Tom Wood, and Gary Parker to the committee, seconded by Scott Weeks, and voted 2-0 (Gary Parker abstained).

**5.2 Ad Hoc Committee on RSU4 Bond Referendum.** A. In order to facilitate gathering information on behalf of the town relating to the Oak Hill Middle School construction referendum, the board discussed creating an Ad Hoc committee. Volunteers were requested. A motion was made by Rick Gowell to create the Ad Hoc RSU4 School Construction Referendum Committee with 5 seats, and to appoint Theresa Madore, Chadd Hill, Daryl Vannah, Scott Weeks, and Kristy Ouellette to the committee, seconded by Scott seconds, and voted 3-0

## **6.0 Appointments/Resignations**

**6.1 Historical Preservation Commission.** A, A motion to appoint Christine Stenberg and Rayna Leibowitz to the Historical Preservation Commission was made by Rick Gowell, seconded by Scott Weeks, and voted 3-0

**6.2 Appointment to Woodbury Pond Dam Committee.** A. A motion to appoint Dave Howes and Paul Pinnette to the Woodbury Pond Dam Committee was made by Rick Gowell, seconded by Scott Weeks, and voted 3-0

**6.3 Appointment to New Mills Dam Committee – Dave Kamila.** A. A motion to appoint Dave Kamila to the New Mills Dam Committee was made by Rick Gowell, seconded by Scott weeks seconds, and voted 3-0.

## **7.0 Warrants**

**7.1 Town Warrant #33 \$115,236.90.** A. A motion to approve Town Warrant 3 for \$115,236.90 was made by Rick Gowell Rick motions, seconded by Scott Weeks, and voted 3-0.

**7.2 Town Payroll #25 \$26,223.66.** A. A motion to approve Town Payroll #25 for \$26,233.66 was made by Rick Gowell, seconded by Scott Weeks, and voted 3-0.

## **8.0 Selectmen/Public Discussion/ Communication**

**8.1** A. Pool owners at 2787 have one month to remove the pool.

## **9.0 Future Agenda Item**

9.1 Feedback on Selectmen's Handbook

9.2 R02-015, 2793 Hallowell Road

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9.4 Budget Committee Suggestions

9.5 Selling Town Property

## **10.0 Adjournment at 9:08 pm**

Respectfully submitted,  
Hazel Cummings, and Kelly Weissenfels