

Town of Litchfield
Select Board
June 13, 2022
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; Steve Ochmanski, Code Enforcement Officer/Local Plumbing Inspector; Michael Sherman, Fire Chief; Larry Nadeau, Road Comm.; John Upham, Acting Transfer Station Manager; Pat Soboleski, Senior Director; Terry Averill, Woodbury Pond Dam Keeper; Tom Wood, Budget Comm and Broadband Comm. ; Larry Bell, Chm., Broadband Comm. via Zoom; 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 Rayna Leibowitz, seconded by Gary Parker and voted 2- 0 – 1. (Gowell abstained as he was absent for that meeting)

3.0 Reports and Correspondence:

3.1 Town Manager: A. Kelly advised the Town Reports had been mailed out.

B. Tomorrow's election at the Sportsmens Club is set for 8:00 AM to 8:00 PM.

C. The final Kennebec County Tax amount was a couple of hundred dollars more than expected so the amount will need to be increased at Town Meeting over the amount in the Warrant Article.

D. We are waiting for the second round of ARPA funds. The contract with Redzone requires payment so Kelly will look into it. We may have to wait until August.

3.2 Code Enforcement Officer/Plumbing Inspector – A. Steve reported the status on 3 illegal junkyard issues pending: 2793 Hallowell Rd: the Bank's deadline for cleaning it up is August because of a scheduled auction; 698 Richmond Road – The deadline for this property is June 30. Steve will meet with the owner on Wednesday. Forward motion seems to have stopped; 586 (? about) also has a June 30 deadline. About 65% of the vehicles have been removed or moved inside.

3.3 Road Commissioner – A. Larry reported the grinding of Whippoorwill Road is completed and ditching was completed today.

B. PW is moving to the Dead River Rd. for cross culverts and ditching. The bridge is to be done after school closes (June 15) but before July 15.

C. Overtime costs were discussed. Larry advised summer call-outs hit the budget. Discussion of charging other departments for call-outs to meet **their** needs (Fire Dept., Transfer Station, etc.). No decisions were made.

D. Larry reported our new truck is expected to be available in Dec, outfitted through late December and delivered in January. The desired options need to be quantified by Town Meeting.

3.4 Fire & Rescue – A. Chief Sherman provided information regarding April and May runs: April – 10 Fire calls including 1 motor vehicle collision, 1 lost child, 1 child locked in a car, 5 mutual aid calls, and 2 wild land fires. First Responders received 34 calls and responded to 10 of them.

May - 10 Fire calls including 1 motor vehicle collision, 1 power line down, 1 detector malfunction, 4 mutual aid calls, 2 wild land fires. First Responder received 25 calls and responded to 3

of them.

B. Chief Sherman agrees the changes to the Fire Service Ordinance can be addressed at a Special Town Meeting and funding for the Fire Dept. back yard repairs will be addressed then as well.

3.5 Emergency Management – No report

3.6 Assessing Agent – No report

3.7 Transfer Station – See the written report the Manager provided. Select Person Leibowitz noted that the Acting Manager had not officially been appointed the Manager and suggested that should be done.

3.8 Broadband Committee – A. Larry Bell, Chairman, advised he checked the contract and it allows the Town to defer the 3rd and 4th payments until 10 days after receipt of the ARPA funds.

3.9 Other Town Committees –Budget Comm. - Tom Wood, Chairman, discussed the foot-notes relating to the Town Warrant proposed budget amounts.

There are 2 MDOT Grants he investigated. One applied only to State Aid Roads and one was not funded. A third Roads and Bridges grant is not yet open for application.

Kennebec County Emergency Management Agency is hosting a workshop via Zoom on June 16 for Covid-related grant discussion. He will plan to participate.

Woodbury Pond Park – Joline Bell advised the project is nearly completed. The season opening is planned for June 18. She was able to raise over \$5,000 in cash and in-kind donations. She appreciated the local support and help. Attendants have been hired. 39 students came for a field trip and had a great time at the park. A trifold promoting the Park should be available this week. It will provide information regarding how to schedule events at the Park. A suggestion was made to check with the insurance to see if parties need to have their own insurance.

Senior Center – Pat Soboleski advised the Seniors music group is going to Clover Manor next Wednesday to give a concert.

Woodbury Pond Dam – Terry Averill, Dam Keeper, had identified to Kelly that there are three items the dam needs in addition to the engineered repair for the leaking issue: Replace a steel plate on the spillway, grouting the cracks in the concrete, adding gravel to the approaches to the dam (roadway). This will be put on Future Agenda items

4.0 Scheduled Business

4.1 Open bids for Woodbury Pond Dam repair 6:45 pm – The following sealed bids were opened by Gary Parker, Chairman:

A) CFM Constructors, Freeport, Me, \$287,171.06 with Qualifier of \$168 per lin. ft. over 25 feet (depth)

B) Chesterfield Associates Inc, Westport Island, Me, \$115,000 with Qualifier of \$450 per lin. Ft. over 25 (depth)

C) Wyman & Simpson, Richmond, Me, \$404,000 with Qualifier of \$450 per lin. Ft over 25 feet

Calderwood Engineering sent the bids out directly to perspective bidders. Chairman Parker requested a list of those to whom bidding documents were sent. An emergency meeting was scheduled to review that list and discuss the bids further before making an award on the bid.

4.2 Renewal/update of transfer station hauling contract – Tabled to next meeting after discussion of additional information. Chairman Parker had identified another hauler who wanted to bid on the hauling contract, but the contract now in place does not have a termination date and discussion now is to address increases in labor and fuel costs. The Transfer Station Manager has been very satisfied with the Kelly Brothers service.

4.3 Request for approval of Kennebec County Hazard Mitigation Plan, 2021 Update – Several questions were identified regarding the portions applicable to Litchfield. The County EMA Director should be invited to a meeting to discuss and clarify the issues before approval will be given.

4.4 Cost estimate approval –

A) Whippoorwill Rd, After review and discussion, a motion to approve up to \$696,363.00 plus an escalator amount for asphalt to be taken from the Roads and Bridges Fund for rebuilding the Whippoorwill Road was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

B) Lunts Hill Rd, After review and discussion, a motion to approve up to \$469,763.70 plus an escalator amount for asphalt to be taken from the Roads and Bridges Fund for rebuilding the Lunts Hill Road was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

C) Dead River Rd reconstruction, After review and discussion, a motion to approve up to \$275,380.30 plus an escalator amount for asphalt to be taken from the Roads and Bridges Fund for reconstruction of the Dead River Road was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

4.5 Update approval final cost of shim pavement fix for Dennis Hill Rd – A motion to approve an additional payment of \$6,898.71 for completion of the shim pavement fix on the west end of the Dennis Hill Road to be taken from the Roads and Bridges Fund was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

4.6 Abatement U24-005 \$53.52 - Bruce Delesky This dwelling is heated by wood heat and not a furnace as assessed originally. An abatement of \$56.52 was approved on a motion by Rayna Leibowitz, seconded by Rick Gowell and included an authorization to sign the papers outside a regular Select Board meeting and was voted 3 – 0.

4.7 Supplemental U19-001 \$35,156.25 Peter Dewitt – Mr Dewitt is requesting waiver of the penalty added to the supplemental tax charge. The property was removed from open space and while a Town Office staff person was informed of the action, the information was not provided by Mr Dewitt to the Assessing Agent. After hearing the attempt to follow the requirements was explained by Mr Dewitt, the motion to waive the penalty amount and approve the supplemental tax amount of \$28,125 and authorize the signing of the paperwork outside a regular Select Board meeting was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

5.0 Unscheduled Business

5.1 The RSU #4 Referendum for construction of an addition to the Sabattus Middle School at a cost not to exceed \$31,687,216 will be held on August 9. The Budget Committee was directed to develop information to inform Litchfield residents of the potential impact on taxes.

5.2 A suggestion was made to have two signs made for each road scheduled for major work which reads “This road is scheduled for reconstruction. See the Town of Litchfield Website”.

7.0 Warrants

7.1 Town Warrant #31 for \$276,779.48 – A motion to approve the Town Warrant #31 for \$276,779.48 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

7.2 RSU4 Warrant #32 for \$306,328.40 – A motion to approve RSU #4 Warrant #32 for \$306,328.40 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

7.3 Town Payroll #24 for \$24,263.82 – A motion to approve Town Payroll #24 for \$24,263.82 was made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

Town Payroll #24A for \$420.65 – A motion to approve Town Payroll #24A for \$420.65 was

made by Rayna Leibowitz, seconded by Rick Gowell and voted 3 – 0.

8.0 Selectmen/Public Discussion/ Communication

8.1 A request was made for cost estimates for the Transfer Station work and the repairs of the pavement and rear yard of the Central Fire Station.

8.2 A policy clarification was requested regarding the installation of a driveway culvert by Public Works for the cost of the culvert only. That has been the policy to ensure the culvert installation is completed appropriately.

8.3 A resident has requested consideration for being open on Fridays, especially to enable seasonal property owners who may be here for weekends to be able to obtain Town office services on Friday if they want to come a day early. Staff may be alternated to accomplish this or alternating days off for some staff being on Mondays and some on Fridays. The Town manager will discuss the topic with Town Office Staff. The Town Manager would also like to offer Monday hours between 6 and 7 only on an appointment basis. More discussion is warranted.

8.4 Discussion of a deadline for removal of the pool at 2787 Hallowell Road. Kelly to notify owner by mail.

9.0 Future Agenda Items

9.1 Feedback on Selectman's Handbook

9.2 R02, Lot 015, 2793 Hallowell Rd

9.3 R02, Lot 017, 2783 Hallowell Rd.

9.4 Kennebec County Mitigation Plan

9.5 Transfer Station Hauling Contract

9.6 Selling Town Property

9.7 Staggered Office Hours for Fridays and Mondays & hours 6 – 7 by appointment only

9.8 Official appointment of the Transfer Station Manager

13.0 Adjournment at 9:33 PM

Respectfully Submitted By

Rayna Leibowitz