

## REMEMBER

**Special TOWN MEETING – Monday, August 8th, 2022 at 7 p.m.  
At the Central Fire Station.**

**TOWN WARRANT  
TOWN OF LITCHFIELD**

To: Kelly Weissenfels, a resident of the Town of Litchfield in the County of Kennebec.

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Litchfield to meet at the Central Fire Station on Monday, the 8th day of August, 2022 at 7 p.m., then and there to act on the following articles, to wit:

SECTION I – ADMINISTRATION

Art. 1. To choose a Moderator to preside at said meeting.

Art. 2. To see what sum the Town will appropriate for a SPECIAL PROJECT (80-6) entitled CENTRAL FIRE STATION REPAIR AND PAVING (83-6-045) from UNASSIGNED FUNDS (G10-100-00) to be used by the Selectmen as they deem reasonable, and that any unexpended balance will have a lapse date of June 30, 2023.

	<u>Amount</u>	<u>Lapse Date</u>
Central Fire Station Paving:	\$126,500	6/30/2023

Selectmen Request: \$126,500

Budget Committee Recommends: At the meeting

Art. 3. Shall the Ordinance entitled “Litchfield Fire/Rescue Department Ordinance” (adopted June 2007) be amended, adding changes to Article 200, Section 202. Cooperation with Other Communities that provide for select board review so that the section reads as follows:

Article 202. Cooperation with Other Communities: The Department may also assist other municipalities as its resources are available and may be needed in a cooperative effort for purposes related to normal Fire/Rescue activities. The Fire/Rescue Chief and Town Manager shall have the authority to enter into written agreements with other municipalities. The Fire/Rescue Chief and Town Manager shall inform the Select Board of all written agreements prior to those agreements being signed. The Select Board may, at their discretion, review, approve, reject, and or make recommendation for alteration of, any and all agreements mentioned as a part of this article.

Select Board Recommends: Ought to Pass

Art 4. Shall the Ordinance entitled “Litchfield Fire/Rescue Department Ordinance” (adopted June 2007) be amended, adding changes to Article 400, Section 403. Number of Members that provide for select board review so the section will read as follows:

Article 403. Number of Members: The Fire/Rescue Chief will determine the number of members necessary for the effective operations of the Department, with approval of the Town Manager and Select Board. The number of members will be stated in Department policy. This determination will be based on Department operational needs and industry best practices, including applicable State and or Federal standards and requirements, such as the case may be. The Fire/Rescue Chief shall inform the Town Manager and Select Board immediately if membership should become insufficient to meet operational requirements.

Select Board Recommends: Ought to Pass

Art 5. Shall the Ordinance entitled "Litchfield Fire/Rescue Department Ordinance" (adopted June 2007) be amended, adding to Article 900, Section 906. Restitution including subsections 906.1 through 906.5 that provide submission and collection of restitution costs of responding to vehicle accidents and vehicle fires and will read as follows:

906. Restitution: The Select Board shall authorize the Fire/Rescue Chief and Town Manager to enter into an agreement, by written contract, with a third party billing company for the express purpose of filing insurance claims for services rendered by the department in response to vehicle accidents and vehicle fires. All such claims will be submitted in the name of the Town of Litchfield. The Town will only seek restitution for Department services from insured individuals or companies. All agreements and written contracts mentioned in this article shall require review and approval of the Select Board prior to the signing of said agreements and written contracts.

906.1 Fee Schedule: The Fire/Rescue Chief and Town Manager are authorized to set a nominal fee schedule, for billing purposes, based upon operational expenses and being similar to fees charged by neighboring departments for the same or similar purposes. This fee schedule will be part of the written contract with the third-party billing company and shall be used by said company when filing insurance claims on behalf of the Town of Litchfield. The fee schedule will be reviewed, and if necessary, adjusted, by the Fire/Rescue Chief and Town Manager on an annual basis.

906.2 Compensation: Terms of compensation for services provided by the third-party billing company shall be agreed upon by the Fire/Rescue Chief and Town Manager and set forth in the written contract with said third party billing company.

906.3 Insurance Requirements: The third-party billing company shall at all times during the term of the written contract have the following valid insurance policies; General Liability, Cyber Liability, and Error and Omissions.

906.4 Claims: The Fire/Rescue Chief and Town Manager are authorized to write-off claims, when a claim is not paid with a valid reason including but not limited to, insured not at fault, or if attempts to contact the insurance company fail by any common method available. Non-payment of claims will be reported to the select board.

906.5 Monies Collected: All monies paid to the Town of Litchfield from insurance claims collected by said third-party billing company are intended for the express purpose to help offset future maintenance and/or replacement of Fire/Rescue equipment and buildings.

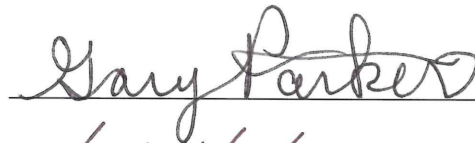
Select Board Recommends: Ought to Pass

Notice is hereby given, that the Registrar will be in session Monday, August 8th, 2022, from 7 p.m. until the close of Town Meeting for the purpose of correcting any error in, or change a name or address on the voting list; to accept the registration of any person eligible to vote; and to accept new enrollments.

Given under our hands this 25th day of July, 2022.

SELECT BOARD

Gary Parker



Scott Weeks



Clarence Gowell, III

