

Town of Litchfield
Selectboard
February 26, 2018
Minutes - Final

1.0 Convened 6:30; Pledge to Flag; Selectboard, Mark Russell, Chairman, Rayna Leibowitz and Gary Parker; **Staff:** Trudy Lamoreau, Town Manager; Larry Nadeau, Road Comm.; Bryan Lamoreau, Transfer Station Manager; Bruce Slattery, EMA Director; Stan Labbe, Fire Chief; Fire Rescue members: Tina Gowell, Kevin Buckmore, Rodney Allen, and Rick Gowell; Road Advisory Comm. Members: Cyndi Redmond, Tamas Szepsy, Toby Jutras; Town Office Staff: Selena Nadeau, Kelly Weissenfels; Renee Lachappelle, BAR, **and Guests Present** per the sign in sheet.

2.0 Minutes of Feb. 12, 2018 Meeting submitted for final approval. Action was tabled as one Selectman had not reviewed them.

3.0 Reports and Correspondence

3.1 Town Manager - A. The RCAM Director contacted the Town Manager regarding the Town's contribution for this fiscal year. It appears RCAM had failed to submit a request so they did not get put on the warrant list of Public Service Agencies that donations normally go to. See 5.5 below.

B. An Abatement Request for a 2014 error is being requested of the Board and will be added as an agenda adjustment under 4.1- see 6.1 below.

C. Budgets are coming in from the Departments.

D. Things are going well.

E. The Town Manager met with Rayna to work on the Selectmen's Handbook.

3.2 Code Officer/Plumbing Inspector - Absent due to illness.

3.3 Road Commissioner - A. Snow, sleet and rain last night was our 24th event; 22 plowable and 2 sanding only.

B. Between storms, the pit was reopened to screen more sand, about 300 yards were done. We got a storm and used some of it. Reopened the pit and screened more, totaling about 1,000 yards with both times. There is about 750 yards of salt/sand mixture available. Hopefully it will go through the snow season.

C. Currently have 2 trucks needing maintenance. Expect to have them done before next storm at week's end.

D. Salt budget - Larry has 2 loads coming tomorrow which will put expenses over the budget.

3.4 Fire & Rescue - A. Chief Labbe advised it is quiet and things are going well.

B. Working on the floor at Central Station.

C. Tina Gowell advised Chief Al Nelson is planning to come to talk with the Board regarding the proposed ambulance budget.

3.5 Emergency Mgmt. - A. Bruce advised the radio programming effort is progressing in assessment. Need to meet with Larry regarding Public Works radio needs.

B. Bruce, Bill, Stan and Kevin are planning to attend a meeting with CMP at the Kennebec County EMA office on March 13.

3.6 Assessing Agent - Will be here Thursday.

3.7 Transfer Station - A. Bryan advised things are going well.

B. Storms have delayed completion of installation of the single stream recycling equipment.

C. The electrical and wiring cabinet has been installed with heating capability.

D. Atlantic Recycling is expected on Wednesday to inspect and provide the training.

E. John Upham and Bob Kenney have helped with labor and materials donated, and it is appreciated.

F. Single Stream Recycling is expected to be operational Friday. The website should reflect that. Clear plastic bags are still being distributed at the Town Office and the Transfer Station and Rick Gowell advised both his store and Percy's now have them available for purchase.

3.8 Other Town Committees -Road Advisory Committee - A. The Town Manager advised Toby has been working on creating an updated map of Litchfield and has done a wonderful job. Toby showed the map briefly, but took it back as the RAC will be meeting on Monday and he wants them to review and discuss it. There was brief discussion of how this map might be used.

B. The Committee expressed appreciation for the recent meeting with the Selectboard and all found it very productive and informative.

4.0 Agenda Adjustments

4.1 Abatement Request, Mobile Home

5.0 Scheduled Business

5.1 Agreement with MDOT Project # 023324.00 - This was discussed and a letter from last October was reviewed with the same Project Number, signed by a different person at MDOT regarding a 3.99 mile stretch of paving planned from the same point going in the opposite direction. A call will be made to MDOT seeking clarification and this topic was tabled until we get answers.

5.2 Gustin Rd - David Blocher - David was absent so there was little discussion about his suggestion that the Town of Litchfield pay him \$7,500 to compensate him for the value of the land, live trees, killed trees and the cost of the survey, and he would sign over 1.7 acra of land adjoining the Gustin Road to the Town.

5.3 Gustin Rd - Analysis -A. The Road Advisory Committee requested the Selectboard consider closing the upper portion of the Gustin Road with the intent of putting one or more articles regarding it on the Town Warrant for June 2018. The Selectboard requested the Road Advisory Committee to assess options and make recommendations including discontinuance of the road, determining if it can be made safer and the costs to do that.

B. Lindsay Nelson has provided information via e-mail regarding obtaining traffic counting equipment from MDOT after April 1 for the Gustin Road. Larry will follow up regarding it with MDOT.

C. It might be necessary for legal assistance to draft the appropriate language regarding Warrant Articles. Trudy was asked to contact MMA for information.

5.4 Budget Review:

A. Emergency Services, Dispatching is increasing by only \$140., Emergency Contingency and Miscellaneous Supplies are increasing reflecting the cost experience this year, Generators increase is because Stan has asked Bruce to add the Purgatory Fire Station Generator to his coordination efforts.

B. Fire Dept., A Thermal Imaging Camera is included as our oldest one is obsolete and parts, including batteries, are no longer available (Stan has also requested a grant for this), Truck repairs increased as the pumper needs new tires, Regulatory Compliance includes hose and ladder testing and maintenance of training records to ensure standards are being met. A new category of Small Equipment Maintenance is being added to better track expenses. Building Maintenance costs reducing as the cost of flooring is coming out because it was in last year's budget. The lights in the bays are being changed to LED's and will be rebated from Energy Maine for most of the fixture costs.

C. Forest Fires, No change

D. Planning Board, No change

E. General Government, An increase in MMA dues is expected but not yet quantified, so 3% has been suggested. Mileage is increased to reflect costs for banking, errands and training travel. The Audit cost is increasing because of more services they are doing.

F. Animal Control, increases in Labor of \$500 and Humane Shelter costs of \$200

G. Street Lights, No change. Trudy advised she has asked CMP to provide information about the cost to convert to LED lighting. This remains an open topic to consider removing some lights.

5.5 RCAM Request- RCAM requested consideration of a donation as their financial condition requires additional funds for this fiscal year. After discussion, a motion to fund them at \$2,700 from the contingency fund was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0.

5.6 Marijuana Moratorium - Chairman Russell advised a Public Hearing will be needed before the Board can vote to extend the Marijuana Moratorium. After discussion, it was moved by Gary Parker,

seconded by Rayna Leibowitz, to hold a Public Hearing on Monday, March 12, at 7:00 PM. The vote was 3 - 0. Kent Ackley will be invited. Gary Parker requested a list of the Legislative Committee working on the State level regulations.

5.7 Quitclaim Deed - L. Farrington, Map U24, Lot 014. The Town manager received a request for correction to Quitclaim deed to enable them to settle the estate. The Chairman directed the Town Manager to contact the Kennebec County Probate Court to determine the need to do this. Action was tabled until more information is received.

6.0 Unscheduled Business

6.1 Abatement Request, Mobile Home, Map R2, Lot 103 on 6 for \$22.21. Paperwork was filed in 2014 but did not result in an appropriate action. Owner has requested abatement of taxes that should not have been charged to them. A motion was made by Rayna Leibowitz, seconded by Gary Parker to approve the abatement of \$22.21 and voted 3 - 0.

7.0 Legal

8.0 Appointments and Resignations

9.0 Warrants

9.1 Town Voucher #16 for \$39,105.34 A motion to approve was made by Rayna Leibowitz, seconded by Gary Parker and voted 3 - 0.

9.2 Town Payroll # 16 for \$19,897.63 A motion to approve was made by Rayna Leibowitz, seconded by Mark Russell and voted 3 - 0.

10.0 Other Business

11.0 Selectmen/Public Discussion/Communication

11.1 Selectmen discussed the draft Request for Proposal for Revaluation Services. Renee Lachappelle offered to review it and offer any comments. The topic is tabled for further discussion.

11.2 Chairman Russell advised the Superintendent of RSU#4 has invited him to attend a meeting to discuss budget development and the water issues on Thursday, March 1 at 9:30 AM. He extended the invitation to the rest of the Board. Rayna stated her desire to attend the meeting.

11.3 Information regarding Intervener activities before the Public Utilities Commission have not been obtained. Information on the PUC website is detailed and complex and needs further review.

12.0 Future Agenda Item

12.1 D. Blocher Property

12.2 Street Lights

12.3 Gustin Road Bridge and Old Mill Rd Bridge

12.4 Return of the 7/14/16 Executive session Working Papers

12.5 Reval RFP Tabled from 2/26/18

12.6 Options for capturing better audio of meetings

12.7 Whippoorwill Rd Culvert/Bridge

12.8 Gustin Road recommendations for improvements or closure

12.9 Agreement with MDOT Project # 023324.00 Tabled from 2/26/18

12.10 Quitclaim Deed - L. Farrington, Map U24, Lot 014 Tabled from 2/26/18

13.0 Adjournment at 8:50 PM

Respectfully Submitted by

Rayna Leibowitz