

**Town of Litchfield**  
**Selectboard Meeting Minutes**  
**Jan 22, 2024**

**1.0 Convenes 6:30 P.M.; Pledge to Flag; Selectmen and Guests present.**

Selectmen: Gary Parker, Chairman; Clarence Gowell III (identified as Rick in these minutes); Scott Weeks.

Staff: Kelly Weissenfels, Town Manager; Michael Sherman, Fire Chief; Larry Nadeau, Road Comm.; John Upham, Transfer Station Manager(absent); Tom Wood, Budget Committee Chair (Zoom), Elton Wade, Budget Comm. (absent); Steve Ochmanski, Code Enforcement Officer; and others per the sign in sheet.

**2.0 Minutes of Jan 8, 2024**

There was a motion made by Scott Weeks to approve the minutes from January 8, 2024. 2<sup>nd</sup> by Rick... Gary has corrections and Tom also has corrections.

Corrections:

Gary noted the following corrections:

- "they will be mailed when" as a correction.
- C. (under FEMA discussion) "FEMA will be reimbursing for the culverts". Needs to be adjusted to "FEMA may be reimbursing for the culverts".
- 4.4 is not clear in verbiage per Gary.
- Gustin road could be (not "will be") re-imbursed for
- Road discontinuance will not be brought up until the 2025 town meeting.

Tom noted in 3.8 B Tom Woods should be Tom Wood

There was a head nod made by Scott Weeks to indicate adjustment of the motion to approve the minutes with adjustments from January 8, 2024. Vote 3-0 (pass).

**3.0 Reports and Correspondence**

**3.1 Town Manager -Kelly Weissenfels**

A. Updated electronic tax maps for 2023 have been received. Kelly will get those printed out soon for public display and updated on the town website.

B. Kelly has received a request from the Planning Board for remote voting for boards and committees. Currently the way things stand the town's boards and committees do not have approval to vote over a remote connection. There was discussion and Kelly is to investigate whether or not the Select Board can vote to approve remote voting and if the remote voting applies to the board as well as committees.

C. As of last Tuesday the County is still looking to assess items for FEMA, Kelly noted that the threshold may not be met. According to Kelly the county is \$200,000.00 short of the threshold.

D. The Dennis Hill culvert grant application was submitted on Friday, now the town waits to hear if it's approved for the grant.

E. Kelly is pursuing the Sportsman's Club meeting regarding the overflow culvert. As discussed last meeting.

F. Rick wanted an update on the notification system discussed at the last meeting. Kelly has a flyer on his desk with more information about apps specific to each town. Kelly is still in the research phase.

**3.2 Code Officer/Plumbing Inspector -Steve Ochmanski**

A. Steve handed out November's report for the board to review. Time for discussion and questions was allotted. Steve is working on December's report and will have it ready for review when he can.

B. Steve reported on 2 Labbe Lane, correspondence has gone out to both the landowner and the attorney handling probate. Stating that they are in violation of the deed and in violation of Junk Yard Law. Steve clarified that the property is still in Probate. Larry requested that Steve ask the "tenant"/"squatter" to back his van up onto the property a bit further to prevent a plow truck from hitting it.

C. Steve gave an update on behalf of the Planning Board. Next meeting should be a final review for the Riley Ridge Subdivision, as well as the Welch properties. The Planning Board is also planning on having a 2<sup>nd</sup> meeting in the month of February to discuss and deal with ordinance changes, this will be held on February 15<sup>th</sup> at 6:30. Once that is done, they will be holding a public hearing to present their changes in April and they would like to have the changes to the road ordinance (discussed briefly) as well at that time.

Rick questioned what the overview of the LD203 will look like for the town. Steve reviewed at length and clarified a few topics with the board and room.

\*Alteration made to the schedule to be respectful of time.

D. 4.4 on schedule: Steve has a new road name to submit "Hemlock Drive" and requested approval. It's been decided on by the residents, researched and approved by the fire chief and Steve.

There was a motion made by Scott to approve the new road name of Hemlock Drive off the Whippoorwill Road. This was 2<sup>nd</sup> by Rick, vote 3-0 (pass).

### 3.3 Road Commissioner -Larry Nadeau

A. Larry's report started with a brief update on storms and maintenance since the last meeting.

B. Down to 3 people plowing during the last storm, and one of the plow routes was split up amongst the 3 gentlemen plowing.

C. Larry relayed apologies for any mailboxes that were taken down with the last couple storms. There is never an intent to take any mailboxes down. Also, as a PSA if citizens could not stand at the edge of the driveway and watch the plow trucks go by, that is a very dangerous place to be with all the debris/snow and ice that flies from the wing of the plow trucks.

D. Gary asked to know what Calderwood did regarding Guston Road for \$4,000.00? Larry answered that they did the bridge design and the survey.

E. Larry reported that the garage is holding its heat much better since the blown-in insulation went in. All-in-all, things are good with the Road Crew.

E. Rick questioned the Guardrail progress on Buker Rd. Larry admittedly noted that all was set to replace and it should have happened by now. He will check with the company..

### 3.4 Fire & Rescue - Michael Sherman

A. Per Chief Sherman the new sign for Purgatory Station is in the works. Deputy Chief Danforth is working with some students that are helping with the construction of the sign as part of a project.

B. Stump grinding as discussed at previous meeting(s) was fully completed the other day during the snowstorm. The next step is to come up with a number for a project to turn the holes into lawn again.

C. Update on Engine 65 that is out for repair: Chief Sherman had a chance to go down to the shop that is repairing the truck and see the progress thus far. There was a problem at the company that built the frame. Chief was not certain if the company that manufactured the frame measured incorrectly or built incorrectly but the good news is they are going to correct their mistake at their expense. Also, the truck should be started in the rebuilding process in the next week or two; Meaning the project is still on

schedule. Chief Sherman also reported that the shop will be putting an anticorrosive product on the parts and pieces as it's put back together to aid in longevity of life span for the truck.

### 3.5 Emergency Mgmt. - Michael Sherman

A. Chief Sherman will be speaking with Kennebec EMA tomorrow to get more information on that \$200,000.00 remaining to meet the FEMA threshold and see where that stands. Scott noted he would be curious to know what the dollar amount is and does it vary from storm to storm or year to year. He was curious if there is anything that changes the dollar amount.

B. Gary wanted to know if there was any way (regarding communication with Central Maine Power) to fix what Gary called a broken system? Chief Sherman will investigate and return with more information on the topic.

### 3.6 Assessing Agent - Kelly Weissenfels

Kelly notes Ellery will be in the office this coming Thursday the 25<sup>th</sup> of January. He's got a couple appointments scheduled.

### 3.7 Transfer Station - Kelly on behalf of John Upham

Nothing out of the ordinary happening at the Transfer Station, and the snow cleanup done by the Road Crew was appreciated.

### 3.8 Other Town Committees

A. Tom gave an update on the budget committee; they have a candidate for the vacant seat. Hillary Strong

B. Tom also gave a brief update on the RSU4 Consolidation Subcommittee he is attending on behalf of the town. The number of students has decreased, and the school administration feels this number will be stable. Also, the committee is going to proceed independently of whatever Litchfield is doing with the separation from RSU4 (or not). Many folks said the process needs to go forward unincumbered and all the information that is needed to make their decision needs to be found anyway so they are moving forward. Having all completed by the end of May seems "heroically ambitious" per Tom given the amount of information that is required. Tom continued by updating the board on paperwork and findings received so far.

C. Tuesday January 30<sup>th</sup> is the next meeting of the Town of Litchfield AdHoc RSU4 Withdrawal Investigation Committee. There are conversations being had to fill the vacancies on this committee.

## **4.0 Scheduled Business**

### 4.1 Status of LD203 (housing) compliance implementation – (during Steve's report)

### 4.2 FY25 Budgeting Schedule

Kelly handed out a rough draft schedule that will likely change but is a good place to start. The Select Board will be looking at times in March to have a couple workshops to discuss this. That way the Select Board meetings do not become excessively long.

### 4.3 Review Carryforward/Reserve Accounts Spreadsheet

Kelly handed out the first draft for the boards review. He also went over the spreadsheet and explained how he is using them to keep track of funds. Specifically, the room reviewed the fire truck spreadsheet in greater detail. Time was given for discussion and questions. It was agreed that there should be a color code (legend) that everyone can follow.

### 4.4 New Road Name "Hemlock Drive" - (during Steve's report)

## **5.0 Unscheduled Business**

5.1 Gary wanted an update on the audit progress. Kelly reported that he is still working on it and has since last meeting been reminded that the Auditors are in the middle of corporate tax season which will delay their work with the town. That being said, FY22 is coming along better than it was with a breakthrough in a tax adjustment that needed to be made. Then FY23 audit results will soon follow completion FY22, Kelly is hoping at the latest to be done the last couple weeks of February.

## **6.0 Appointments/Resignations**

6.1 Appoint to Budget Committee – Hillary Strong

Kelly handed out the candidate's request to be appointed to the budget committee.

There was a motion made by Scott to appoint Hillary Strong to the Budget Committee. This was 2<sup>nd</sup> by Rick, vote 3-0 (pass).

## **7.0 Warrants**

7.1 Town Warrant #21 \$65,898.89

There was a motion made by Scott to approve town warrant #21 for \$65,898.89. This was 2<sup>nd</sup> by Rick, vote 3-0 (pass).

7.4 Town Payroll #14 \$ 31,960.57

There was a motion made by Scott to approve town payroll #14 for \$31,960.57. This was 2<sup>nd</sup> by Rick, vote 3-0 (pass).

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

8.1

## **9.0 Future Agenda Items**

9.1

**10.0 Adjournment** at 7:55pm.

Respectfully submitted by Angela Parker