

Town of Litchfield  
Emergency Select Board Meeting in accordance with 1 MRSA §406  
Jun 1, 2023  
Final Meeting Minutes

**1.0 Convened at 3:36 PM; Selectmen:** Gary Parker, Chairman, Clarence (Rick) Gowell III, Scott Weeks; **Staff:** Kelly Weissenfels, Town Manager

**2.0 Scheduled Business:**

2.1 Review and sign Warrant for Town Meeting. The town manager said that the inspector who provided Request for Quote drafts for the Town Office and Transfer station projects was unable to obtain estimated labor costs for either of the projects. The board briefly discussed possible options for determining project costs.

A. Article 45 (Town Office structural repair): The Town Office deck project had been put out for bid and received no responses. Based on personal project experience, combined with the potential for additional expenses due to some unknowns about the structural integrity of the support deck Gary Parker recommended \$40,000 as a possible figure. Scott Weeks made a motion that the Selectmen request \$40,000 be appropriated from unassigned funds with a lapse date of 6/30/2025 to repair structural damage caused by rot to the Town Office building. Rick Gowell seconded. The motion passed 3-0.

B. Article 47 (Transfer Station multipurpose building): Based on an approximately \$22,000 materials estimate received from Hammond Lumber for a 24' x 24' building, the board discussed using a factor to estimate the total potential cost. The original article included room to draw funds from both the unassigned balance and the capital projects reserve fund. The board asked if there was enough in the Capital Projects Reserve to cover \$60,000 and Kelly replied that there should be just enough. Scott Weeks made a motion that the Selectmen request \$60,000 be appropriated from the Capital Projects Reserve account with a lapse date of 6/30/2025. Rick Gowell seconded. The motion passed 3-0.

**3.0 Unscheduled Business** None.

**4.0 Other Business** None.

**5.0 Selectmen/Public Discussion/ Communication:** Scott Weeks asked if an explanation of the sources of excess unassigned funds would be provided at the Town Meeting. Kelly agreed and said that he intended to provide that information at the meeting.

**6.0 Adjournment** The meeting adjourned at 3:59 PM.

Respectfully submitted,  
Kelly Weissenfels