

**Town of Litchfield  
Selectboard Meeting Minutes  
Sep 11, 2023**

**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) (absent); Scott Weeks.

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

**2.0 Minutes of Aug 28, 2023**

Scott motioned to approve minutes of August 28, 2023, Gary 2<sup>nd</sup>, vote 2-0.

**3.0 Reports and Correspondence**

**3.1 Town Manager – Kelly Weissenfels**

A. Deck repair has been delayed further due to staffing concerns.

B. Road discontinuance investigation has continued, Kelly presented a sample letter from the town attorney. Also, Kelly has spoken with Quimby Appraisal Services and currently, due to retirement, the hunt is still on for an appraiser to take on this project.

C. Last meeting there was a discussion regarding “uncollectable(s)” owed to the Town of Gardiner for ambulance services. There was some confusion over the topic, Kelly has since reached out to pin down a time for the Chief of Gardiner’s Rescue to come to a meeting to discuss and explain further. The Chief plans to meet with the Ambulance Committee one last time to be sure that they are all in agreement before taking to the towns. The question at hand is: What is the best way to help cover uncollectable costs upfront? One option is to collect a percentage of what has been historically spent, or, Split the full sum evenly amongst the towns that use the service. He will be adding Litchfield to his calendar as soon as he is able at which time, he will have all the details to present.

D. Kelly and John have discussed not changing anything at the Transfer Station this Fall. They are down to 2 attendants and the building that is currently present will get them through the winter as it can currently be heated. Kelly’s plan is to get ready to send out a request for bid now so that next spring the building process can start then. Monmouth has received an informative email on what Litchfield goes through for recyclables, etc. they have yet to respond to Kelly’s email.

E. Kelly has been in touch with Monmouth with a bill sent for the damn repairs. He will check on that before the next meeting and see where Monmouth stands on sending payment for repairs.

F. The Transfer Station has a proposed plan for aiding in snow removal as well as moving buildings, etc. This will be drawn up and presented to the Select Board at a later date.

G. Kelly recommend signing the RSU4 Notice of Election tonight as the budget will be put to a vote again on October 3, 2023. Also, a new date needs to be set for tax commitment, Kelly’s suggestion would be no later than October 10, 2023.

\*The Transfer Station was a topic of discussion at length, please see 5.4 for details.

**3.2 Code Officer/Plumbing Inspector - Steve Ochmanski, Kelly gave update.**

A. Planning Board had a meeting this past Thursday (Steve to complete the minutes), They started looking at LD2003 – Housing/Zoning Act. Litchfield has until July 2024 to comply. The town attorney

looked at what is on the books already. Kelly reports that the ordinance in place is close to what is needed and there won't be a lot of adjustments to do to comply with the new Housing/Zoning Act.  
B. There is a name request for 854 Richmond Road, they would like that to now be known as Freedom Lane.

Scott motioned to approve Freedom Lane at 854 Richmond Road, Gary 2<sup>nd</sup>, vote 2-0.

### **3.3 Road Commissioner – Larry Nadeau**

A. Ditching continues on Ferrin Road, this should be completed within the week, the crew has been battling with the rain.

B. Larry reports that the generator has been checked and serviced. No leaks have been noted as it holds pressure as it should. The Road Crew/town garage is ready for any impending storms in the near future.

C. Pine Tree Road has a large cross culvert hopefully going in this week, again depending on the weather.

D. Temporary bridge has been put in on Old Mill Road. Emergency Vehicles can access the properties on the opposing side as needed now. The town attorney and MDOT will be consulted by Kelly to find out if the signs of 3-ton posting can come down or not. Larry explained what the temp bridge is made up of and noted that the citizens informed were happy with the outcome.

E. Paving is scheduled for the end of the month, grinding on Pine Tree Road is scheduled for the 18<sup>th</sup> weather contingent. With the plan to chip seal Pine Tree next year. Huntington Hill Road's paving will be completed this year.

F. Larry did get ahold of MTA to discuss plan for repair of Small Road. The 60-foot stretch starting at Rt. 197 will be repaired. However, the timeframe is uncertain. Kristi Van Ooyen, Larry's contact, isn't certain if it will be done this year or not. Larry awaits the email confirmation and will forward to the members when it arrives.

### **3.4 Fire & Rescue – Chief Michael Sherman**

A. Three proposals back from the different manufacturers for the new tanker truck. There is enough difference between the manufacturers themselves that Chief Sherman has decided it would be prudent to have the representatives from the manufacturers come and go over their trucks as a whole just like the last time a truck was purchased. Chief Sherman will forward the time of the meetings to the members of the boards for planning of an executive session.

B. Chief Sherman would like to put in a request to the Select Board for assistance from the Budget Committee in regard to the insurance billing that is being submitted to Central Maine Cost Recovery. Chief Sherman will speak with Kelly to make sure that the Chief has what he needs for help in that regard.

C. Chief Sherman brought to the Boards attention that there are 2 roads in town that sound strikingly similar. Perch Lane and Birch Lane, the crew was called out on an EMS call to Perch Lane. The Chief made the request that in the future he would like to see proposed names turned down if they would sound similar to existing roads during a radio call. Gary recommended that someone be named specifically to be responsible for coordinating the name check. Also, the Chief could reach out to the citizens and see if either of the roads would be amenable to a name change, could be as simple as adding a word (ie. Birch "Tree" Lane).

D. Chief Sherman went over how many calls occurred this month.

E. Purgatory Fire Station was brought up as a topic to discuss. Gary went over to walk around the property and agrees (as was discussed last meeting), there is some work that will need to be done to get that grounds back to where it should be (leveled and weed free). He would possibly like to see Chief Sherman come up with a budget request to have the property fully made right.

### **3.5 Emergency Mgmt. – Chief Michael Sherman**

A. Documentation has been created to give guidelines and needs for when and how to open the shelter. This was a mutual effort done by the committee and Kelly, Rayna was consulted to be sure the verbiage was correct. Chief Sherman plans to take the document to RSU4 soon. With the possible hurricane coming this weekend he urges people to be prepared (bottled water, candles, etc) and check on neighbors.

### **3.6 Assessing Agent – Kelly Weissenfels**

Due to the change in the date of tax commitment being settled the Assessing Agent will not arrive again until October 26, 2023.

### **3.7 Transfer Station – John Upham**

A. Three more stickers have been issued for a total of 2549.

B. Kelly Brother's has been having issues with their truck, so pick-ups are well planned at this time.

C. This year's drop offs haven't really slowed down much yet this year.

D. Swap Shop item intake will be halted at the end of September, the shop will be closed for the winter the middle of October. Gary wants large signs posted.

E. Brush pile will be closed at the end of October / first of November.

### **3.8 Other Town Committees**

Elton wanted to know who was going to make the decision about moving forward with the plaque that is to be placed on the memorial that stands at the Plains Road Cemetery. Gary wants Elton to sit with Kelly and come up with a reasonably sized/priced plaque to put on the monument and bring it to the board for approval.

### **4.0 Scheduled Business**

#### **4.1 Approve Winter Sand RFQ**

A draft waws provided and discussed. Bids will be opened at the next board meeting. Larry requested that notification to McGee be confirmed as they somehow missed the notification last year.

Scott motioned to approve the Winter Sand RFQ for 2023/2024 season, Gary 2<sup>nd</sup>, vote 2-0.

#### **4.2 Bridge replacements (Old Mill Rd, and Gustin Rd) project status**

Kelly started the update, noting that the temporary bridge on Old Mill Road went up very quickly.

Also noted that both the bridges have been purchased at approximately \$170,000.00 each. One bridge will be delivered in time for a November install, the 2<sup>nd</sup> will be delivered in the Spring. The next step is to get the Old Mill Road bridge installed. Kelly noted the cost of the most recently replaced bridge on Dead River was over \$300,000.00 at the time. Plan moving forward is to have Public Works do the replacement once the numbers for equipment and manpower and time. Gary wants it to be known that if the budget is going to be exceeded then he has no issue calling a special town meeting to get the projects funded.

Larry went over the plan again for Elton and all watching. The life expectancy is 50-75 years.

### **5.0 Unscheduled Business**

#### **5.1 Sign notice of election warrant for RSU4**

Time was given for discussion, and Select Board signatures were provided.

#### **5.2 Date for Tax Commitment to be decided.**

Scott motioned to Thursday October 5, 2023 at 7:30 am as the date to submit for tax commitment, Gary 2<sup>nd</sup>, vote 2-0.

#### **5.3 Approve Auction International as our auctioneer company.**

Scott motioned to approve the contract from Auction International for auctioning off town surplus, excluding real estate, giving Kelly the authorization to sign said contract post review by the town's attorney. Gary 2<sup>nd</sup> the motion, vote 2-0.

One of the items discussed going up for auction are the scrap pieces that came down when the Plains Road cemetery fence was rehabbed. Kelly is to contact the gentleman to go over and take photos if that is what is deemed necessary.

**5.4** Scott wanted to discuss the remodel of the transfer station, suggesting that the option to expand the lot be investigated. Scott, Larry, Gary and Elton discussed a proposed plan on how the expansion would happen. Abutters would need to be contacted and land boundaries need to be verified. A date will be set to go walk the property and come up with a plan for proposal.

## **6.0 Appointments/Resignations**

**6.1**

**6.2**

## **7.0 Warrants**

### **7.1 Town Warrant #7 \$65,339.12**

Scott motioned to approve town warrant #7 \$65,339.12, Gary 2<sup>nd</sup>, vote 2-0.

### **7.2 RSU4 Warrant #8 \$370,046.88**

Scott motioned to approve RSU4 Warrant #8 \$370,046.88, Gary 2<sup>nd</sup>, vote 2-0

Gary commented that a point of clarification is needed soon. He pointed out there is no budget at this time and requested the town attorney be consulted regarding the legality of billing the towns.

### **7.3 Town Payroll #5 \$30,420.03**

Scott motion to approve Town Payroll #5 \$30,420.03, Gary 2<sup>nd</sup>, vote 2-0.

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

**8.1**

## **9.0 Future Agenda Item**

### **9.1 R02-017, 2783 Hallowell Road**

Progress dates haven't been reached yet.

### **9.2 Update from RSU4 withdrawal committee** – no update has been heard recently.

\*Select Board would like to see a timeline on how to leave the RSU.

\*Setting up a table at the next town meeting to be able to screen Litchfield citizens about their feelings and thoughts on leaving the RSU and who might support the idea of leaving the RSU.

\*Rayna would like to see a Select Board meeting where the committee or representative attend to give an update on what information has been obtained thus far. Then the information could be shared with the citizens. It's been requested that Kelly reach out to Percy to have him come to the next Select Board meeting to share the information he has to date.

## **10.0 Adjournment 8:02pm**

Respectfully submitted by Angela Parker