

TOWN OF DIXFIELD
Minutes of Meeting
Board of Selectmen
August 11, 2008
5:00 p.m., Dixfield Town Office

Board Members Present: Bettina M. Martin (Chair), Brad E. Dyer, Norine H. Clarke, James L. Desjardins, Raymond E. Carlton

Board Members Absent:

Administration Present: Town Manager Thomas F. Richmond,
Charlotte Collins
(Minutes), Leo Jolin (Public Works)

Citizens Present: Sarah Drury, Jason McKay, Matthew
Wilson, Rodney
Rand, Tom Averill,
Gammon, Dick Provencher, Daniel
Freemont Tibbetts

Press: Rumford Falls Times Reporter Amy
Chapman

1. Chair Martin called the meeting to order at 5:00 p.m.:
2. **Approval of Minutes:** On a motion from Mr. Dyer and a second from Mrs. Clarke, the Board voted unanimously to approve the minutes of August 4, 2008.
3. **Approval of Warrants and Payroll:** On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to approve the warrants and payroll as listed on the agenda.
4. **Department Head Reports:** Leo Jolin of the Public Works Crew

submitted a written report of the department's activities over the past two weeks. Averill Hill Road became the topic of discussion and the repairs that have attempted.

The Town Manager stated that a meeting with a landowner that borders the road will be necessary to discuss the widening of the ditch. A possible easement may be needed. Trees will need to be cut and electric poles moved. The 18" culvert has been installed, and the ditch will be made deeper and wider.

Freemont Tibbetts disagreed with the Town Manager regarding the way in which the road is being repaired. He and Tom Averill explained to the Board of Selectmen about the many years they have lived on the road and have seen various repairs done to it. They felt that they understood the lay of the land and flow of water run-off. This repair would not be adequate to keep the road from further deterioration.

- On a motion from Mr. Dyer and a second from Mrs. Clarke, the Board voted unanimously to remove rock and dig the ditch deeper.

The Town Manager stated that his training did not recommend this type of ditching. It will probably wash out.

Freemont Tibbetts further predicted that the road will wash out.

Public Comment: None

5. New Business:

a. **Thomas Gerrier; Change in Land Use:** Mr. Thomas Gerrier who owns land in Dixfield that borders the Androscoggin River off Route 2, would like to build a 30-site camping area. His land is identified on the town's tax maps as Map 2, Lot 69A.

He is requesting a variance on his land that is currently classified in a Resource Protection Area. He needs to use 30' of land that is

classified. An elevation survey has been completed that places this land out of the flood plain area and should have zero impact on the environment.

After a short discussion, the Board suggested that he work with the Planning Board and AVCOG before they can issue a variance if approved by the Planning Board. The PB is meeting on Thursday evening, August 21, 2008.

6. Old Business:

a. **Post Office Boiler Bids:** The post office bids varied greatly with inconsistencies in bringing various aspects of the project up to code. Because of this, the Board decided to hire a furnace consultant to assess our needs and the boiler bids. The bidding process may be repeated at a later date.

b. **Sidewalk Bid:** The following bids were received to remove the old sidewalk by the town office and construct a new one:

\$3,300	Livermore Concrete	Livermore
5,408	K & K Excavation	Turner
9,365	Manzer/Hot Top Pavement	

On a motion from Mr. Desjardins and a second from Mr. Dyer, the Board voted unanimously to award the bid to Livermore Concrete for \$3,300.00.

c. **Severy Hill Bid:** The following bids were received for rebuilding 4,800' of Severy Hill Road:

\$142,477	C. H. Stevenson & Son	Wayne
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Bruce Manzer	
146,160	
Pratt & Sons, Inc.	Mechanic Falls 147,372
K & K Excavation	
225,799	

On a motion from Mr. Dyer and a second from Mr. Desjardins, the Board voted unanimously to award the bid to C.H. Stevenson of Wayne, Maine for \$142,477 and authorize the town manager to sign the contract for the town.

The Town Manager stated for the Board's information that the school system is trying to negotiate new bids for the 2008/09 fuel season.

d. **PUC Update:** The town is still in the process of gathering statistics for submission to the PUC for the rate increase. Resubmission will be on August 26, 2008 at 9:00 a.m. in Augusta.

7. Town Manager's Report: Mr. Richmond reported on the following items.

- Compiling a list regarding a number of things that need to be brought up to date involving paving
- The Severy Hill Project will cost \$140,680. The town's share is \$37,680; FEMA's share will be \$113,000 for a total project cost of \$140,680
- Webb River Drive's final pavement should wait until spring due to the Averill Hill Road washout
- Due to a mistake in commitment figures, the overlay will come in at approximately \$39,000 instead of \$51,000; the tax rate stays the same

On a motion from Mr. Desjardins and a second from Mr. Dyer, the Board voted unanimously to commit taxes with a \$16.25 mil rate.

On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to approve the removal of tree growth classification

from Owen Libby's land due to the failure of obtaining a forest management plan.

- Mr. Richmond reported a slight increase in surplus due to excise taxes and revenue sharing coming in on budget for 2007/08

On a motion from Mr. Dyer and a second from Mrs. Clarke, the Board voted unanimously to approve Chief Richard A. Pickett's return to work date as August 2, 2008.

On a motion from Mr. Desjardins and a second from Mr. Dyer, the Board voted unanimously to place a code violation against Brenda Garland per recommendation from CEO Sigrid Houlette.

- John O'Donnell's and Assoc. have completed the conversion for the town's recent revaluation project. The billing for their maintenance work exceeded last year's and Mr. O'Donnell will need to give the Board a letter regarding the costs for the coming year.
- The State of Maine overpaid many towns for tree growth reimbursement. Dixfield was one of those towns; we have since sent a check for their reimbursement.
- A list of items needed for the upcoming Open Market Day weekend has been given to Leo Jolin of the Public Works Department. Barricades will have to be borrowed from the Maine DOT or Town of Mexico as Dixfield's are all being used on road washouts.

On a motion from Mr. Dyer and a second from Mr. Desjardins, the Board voted unanimously to award the Severy Hill Project to C.H. Stevenson for \$142,477 and the work must be completed by October 15, 2008.

- The Town Manager met with the Auditor who will be present at the next Selectmen's meeting on Monday, August 25, 2008 to go over the audit with recommendations for the office staff.

8. Board Questions and Comments:

Mr. Desjardins: stated there is a safety issue involved with the large hole at the corner of Webb River Drive and Bull Rock Lane. On a motion from Mr. Desjardins and a second from Mr. Dyer, the Board voted to raise the drain to the appropriated level on the corner of Webb River Drive and Bull Rock Lane.

Mrs. Clarke: presented a “Fact Sheet” to the new reporter of the Rumford Falls Times, Amy Chapman. The fact sheet explains several issues that pertain to the some questions and concerns the public has about the Board of Selectmen. Ms. Chapman will be publishing the document as a letter to the editor in the Rumford Falls Times. All members of the Board of Selectmen signed the letter for submission.

Mr. Desjardins: Mr. Desjardins would like Leo Jolin of the town’s Public Works Department included in discussions at the Selectmen’s Meetings.

Ms. Martin: received a letter from the Dixfield American Legion Post No. 100 requesting that the Village Green be re-named as the Veterans Memorial Green. This item will placed on the next agenda for further discussion.

A discussion followed regarding the town’s audit and the concerns the auditor has for some of the bookkeeping practices that should be followed and are not at the current time. Training was limited at the time the Trio system was installed, and additional training is very much needed. These concerns will again be discussed at the next regularly scheduled Board of Selectmen’s Meeting on August 25, 2008.

On a motion from Mr. Desjardins and a second from Mr. Dyer, the Board voted unanimously to for the staff to be trained in the proper office procedures regarding the use of Trio and the town’s finances.

Mr. Richmond suggested that all journal entries be approved by the

next town manager before entries are made and invoices be properly numbered for the correct account that needs to be charged. The continuing use of carbonless, double receipts was also recommended.

9. **Other Business:**

10. **Executive Session:**

11. **FYI: So noted.**

12. **Next Meeting:** Monday, August 25, 2008, 5:00 p.m., Town Office

13. **Adjournment:** On a motion from Mr. Carlton and a second from Mr. Desjardins, the Board voted unanimously to adjourn at 7:45 p.m.

Respectfully submitted,

Charlotte M. Collins
Deputy Treasurer

/cmc

Attachments