

**TOWN OF DIXFIELD**  
**Minutes of Meeting**  
**Board of Selectmen**  
**August 25, 2008**  
**5:00 p.m., Dixfield Town Office**

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

**Board Members Absent:** Brad Dyer

**Administration Present:** Town Manager Thomas F. Richmond, Scott Dennett (Fire Chief), Sigrid Houlette (Code Enforcement Officer)

**Citizens Present:** Tony Martin

**Press:** Sun Journal Reporter Eileen Adams

**Others:** John Rivard, West Valley Access Channel

1. Chair Martin called the meeting to order at 5:00 p.m.:
2. **Approval of Minutes:** No minutes available
3. **Approval of Warrants and Payroll:** On a motion from Mr. Carlton and a second from Mr. Desjardins, the Board voted unanimously to approve the warrants and payroll as listed on the agenda.
4. **Department Head Reports:**
  - a. The Code Enforcement Officer reported clear cutting discovered by a fly-over by the Department of Environmental Protection. This is the property of Michael Treadwell at 100 Webb River Drive. The penalty is a monetary fine and replace the trees with

similar size and species. A draft letter was presented to be sent to Mr. Treadwell informing him of the violation. Ms. Houlette will

- a. send letter to Mr. Treadwell
- b. Main Street junkyard will be summonsed
- c. Burnt house will be checked on, a modular has been placed behind it

**Public Comment: None**

#### **5. New Business:**

a. **Wiring at Town Office:** A receptacle is needed behind Charlotte's desk. A motion was made by Mr. Desjardins to get it repaired, seconded by Mr. Carlton. The motion passed unanimously. The park and ride lot street lights need to be repaired. Scott Dennett will be working on it.

b. **Dead Tree – Hire Tree Removal Company:** There is a dead tree beside the Post Office that needs to be taken down. Mr. Carlton made the motion to have the tree removed, seconded by Mr. Desjardins. The motion passed unanimously.

c. **Sand Bids:** Skidgell's bid came in at \$7.33 per yard, ½ screened sand for 4,000 cubic yards. Archie's bid came in at \$6.51 per yard.

Mr. Desjardins made the motion to accept the bid by Archie's, seconded by Mr. Carlton. The vote was unanimous.

d. **McGouldrick Park Mowing:** The mowing at McGouldrick Park has not been getting done. Mr. Desjardins moved to have Vawn Daley mow it one time, seconded by Norine Clarke. Vote passed unanimously.

e. **Cemetery Stone Repairs:** A motion was made by Norine Clarke to have Hugh Daley repair two (2) six foot stones, seconded by Mr.

Carlton. The vote was unanimous.

## 6. Old Business:

a. **Post Office Boiler Bids:** Mr. Carlton made a motion to re-bid for the Post Office Boiler, seconded by Mr. Desjardins. The vote was unanimous.

b. **PUC Update:** On our fifth round of questions (bill high from Maine Rural Water because of delay. Cost was \$4,500. estimated now at \$9,000.)

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

- Mr. Richmond will leave phone contacts to be available for questions
- Mr. Richmond and Mr. Jolin will meet with C.H. Stevenson about the Severy Hill Project on Wednesday, August 27, 2008
- Maine Municipal Association says the Selectmen cannot change Resource Protection. This must be done by a vote at Town Meeting. The Department of Environmental Protection can issue a waiver.
- Two representatives from Key Bank came to discuss the Ione Harlow Investment Fund. There were questions as whether or not to leave it in stock investments or change to more stable investments. The original investment was March 6, 1991 by Scott Tilton, Town Manager at that time.

April 17, 1991	\$453,774.05	Ione Harlow Fund
May 8, 1991	37,943.64	Ludden Fund
Total	\$491,717.69	

- Rhinoseal's price for last year was \$2,034 for Webb River Drive and is still applicable. Mr. Desjardins made the motion to do the job, seconded by Mr. Carlton. The vote was unanimous.
- There will be "Right to Know" training by November 1 for all elected officials, Town Office, Town Manager, Selectmen and Finance

Committee.

- AVCOG is doing the salt bids
- Unemployment Insurance, Jason LaPointe and Anne Simmons-Edmunds
- Fuel bid update by SAD #21
- Rented excavator will go back this week
- Thomas Hamlin, a retired person, is interested in part time work on the Public Works Crew. He has experience driving a plow and wing
- Crushed tar, Manzer can come and make it usable for Hall Hill
- Traffic light still on timer sensor and the sensor is still not working.

Mr. Richmond will call again.

- Mr. Richmond purchased chairs at an auction for the library basement.
- Preliminary auditor's report: incomes were higher than expected, unrestricted balance rose from \$495,000 to over \$500,000 (minus the reserves). Should plan a sit-down with representatives of R.H. Smith Audit Co.
- Procedure to double check accounts
- Put Payroll out of Town Office
- New Town Manager needs to have Trio background or get training
- Town Office Computer problem, Trio will come and check programs
- Mr. Richmond and Ms. Collins have authority to sign checks. The signer cannot be an assessor. Mr. Desjardins made a motion to use Theresa Hemingway as interim Treasurer, seconded by Mr. Carlton.

**Public Comment: None**

Tony Martin reported the flag burning at American Legion went well.

**8. Board Questions and Comments:** The Board will hold interviews for the Town Manager position on Wednesday, August 27 at 5:30 p.m. and 6:30 p.m. and on Thursday, August 28 at 5:00 p.m., 6:00 p.m. and 7:00 p.m. Agenda to be posted.

**9. Other Business:**

**10. Executive Session:** Mrs. Clarke made the motion to go into Executive Session at 6:08 p.m. for MRSA 405 Personnel Matter, seconded by Mr. Desjardins. On a motion by Mr. Carlton, seconded by Mr. Desjardins the Board came out of Executive Session at 6:45 p.m. No action taken.

**11. FYI: So noted.**

**12. Next Meeting:** Monday, September 8, 2008, 5:00 p.m., Town Office

**13. Adjournment:**

Respectfully submitted,

Norine Clarke  
Selectman

NC/vrc

Attachments