

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, November 23, 2009

5:00 p.m., Town Office

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

Board Members Absent:

Administration Present: Eugene R. Skibitsky (Town Manager), Charlotte M. Collins (Minutes), David Phair (Public Works), Richard Pickett (Police Dept.), Anne Simmons-Edmunds (Animal Control Officer)

Press Present: Eileen Adams (Sun Journal)

Citizens Present: Freemont Tibbetts, Danny McKay, Colleen Martineau

1. **Call to Order:** Chair Martin called the meeting to order at 5:00 p.m.

2. **Approval of Minutes:**

a. On a motion from Mr. Carlton and a second from Mr. Donahue, the Board voted unanimously to approve the minutes of 11/9/2009.

b. On a motion from Mr. Carlton and a second from Mr. Donahue, the Board voted unanimously to approve the minutes of 11/16/2009 (Special Meeting).

3. **Approval of Warrants and Payroll:** On a motion from Mr. Carlton and a second from Mr. Donahue, the Board voted unanimously to approve the warrants and payroll as listed on the agenda.

4. **Department Head Reports: (see below)**

Public Comment: None

5. **Old Business:**

a. **Packard Road:** The Town Manager explained that it is necessary for the town to contact Mr. Jay Twitchell of Marston Mills, Massachusetts (property owner) to acquire an easement over his property so that the town can legally continue to plow Mr. Packard's road. Another will also be needed from Mr. Packard. On a motion from Mr. Desjardins and a second from Mr. Donahue, the Board voted unanimously for the Town Manager to proceed with acquiring legal easements.

b. Consulting Group Proposal for Windmills: The Town Manager explained the benefits of hiring a consulting firm to analyze the pros and cons (economically) for the town regarding the proposed windmill project. Eaton Peabody is currently representing the Town of Carthage. After in-depth analysis, the firm should be able to provide the town with the following:

- Explain what a TIF (tax increment financing) district is and how it will or will not benefit Dixfield
- Negotiate an agreement with Patriots Renewables
- File all paperwork that is required by the State
- Provide zoning and land use advice
- Provide a fee schedule

Patriots Renewables has indicated that their firm will pay for any reasonable consultation fees incurred by the town due to the project. Selectman Desjardins felt that Eaton Peabody should bill Patriots Renewables directly for the consultation fee; however, the Town Manager explained that the Town is the customer, independent of Patriots, and that we would be hiring the firm.

Board members felt that Patriots Renewables should provide a written letter which states their commitment to pay for the consultation fees. On a motion from Mr. Donahue and a second from Mr. Carlton, the Board voted unanimously to obtain a written letter from Patriots Renewables committing to the payment of consultation fees for the project.

4. Department Head Reports:

a. Police Department: Chief Pickett reported as follows:

- Suggested maintaining a Police Log of incidents throughout the town that will then be forwarded to the SunJournal. This will allow the citizens more information about what is happening in the police department. On a motion from Mrs. Clarke and a second from Mr. Desjardins, the Board voted unanimously for the Police Department to keep a log and for it to be forwarded to the SunJournal on a weekly basis. (This motion was made at the end of the meeting.)
- The radar trailer has been returned to the county. It was a great tool in helping people realize their rate of speed at various locations
- The set-up of the Expedition cruiser has been completed; David Hodgson did an extremely good job of outfitting the town's newest police vehicle
- Taser training is half done; a new policy will be forwarded to the Town Manager for approval for insertion into the Police Policies Manual.
- Officer Bernier will be facing a leg operation and will be out for approximately six weeks beginning 12/8/2008. Officer Hodgson has passed all training and agility testing and is looking forward to going to the Police Academy on January 19, 2010 for an 18-week period. The current list of reserves are prepared to fill in while our regular officers are out
- Introduced Anne Simmons-Edmunds for Board approval as a reserve officer. Ms. Edmunds stated that the position of reserve officer will never be compromised by her duties as Animal Control Officer for the town. Chief Pickett stated that she

had done very well with her reserve officer training and is ready to begin. On a motion from Mr. Desjardins and a second from Mr. Donahue, the Board voted unanimously to approve the appointment of Anne Simmons-Edmunds as a Police Department Reserve Officer.

5. Old Business (Continued):

c. **Site Plan Review Ordinance:** The Town Manager explained to Board members that a Site Plan Review Ordinance is really necessary for the town to have in place so that it can strengthen the Comprehensive Plan goals and control major development within the town. John Maloney of AVCOG would be consulted, as he had been for the Town of Mexico, and would work with the Town Manager so that an ordinance can be brought before the voters. This is not zoning, but more comprehensive controls of the town’s land use. On a motion from Mr. Donahue and a second from Mrs. Clarke, the Board voted unanimously to allow the Town Manager to proceed in the development of a Site Plan Review Ordinance.

6. New Business:

a. **Health Insurance Rate Increases:** The Town Manager presented the new health insurance rate increases from Maine Municipal Employees Health Trust for their review.

b. **Auditor for Water/Sewer Departments:** After a short discussion, the Board voted unanimously on a motion from Mr. Desjardins and a second from Mr. Donahue to contract with RHR Smith Company for the 2009 Water and Sewer Departments’ audits. The costs are as follows:

Basic Water Department Audit	\$1,750
PUC Report	400
 Basic Sewer Department Audit	 \$1,750

c. **Water/Sewer Draft Budgets:** The Town Manager presented draft budgets of the Water and Sewer Departments for 2010 to the Board of Selectmen. He stated that both departments are in very good shape with revenues covering most expenses. The Sewer Department will be paying back the town approximately \$24,000 in 2010 and \$26,000 at year-end 2009. The budget will be worked on at the next Selectmen’s meeting.

7. Town Manager’s Report:

- The CEO left materials to be presented to the Board regarding changes to our maps and DEP correspondence
- He wished to recognize the Dirigo Cougar Football Team for winning the State Championship. The team did a fantastic job in the short time that football was re-instituted into the high schools’ sports lineup
- David Phair of the Public Works Department is looking over all our options regarding the sidewalk snowplow and will be discussing it with the Board at the meeting of 12/14/2009

- Once the Fire Department has received their new truck, the Town Manager would like to schedule an open house for the citizens of Dixfield to view all the new town equipment

Public Comment

Mr. Danny McKay questioned the Board's authority in contracting with Eaton Peabody through Patriots Renewables for consulting work. He felt that the moratorium that was passed on October 14, 2009 would not allow for this. Mr. Desjardins explained that the Board was in a learning phase, and the impact on valuation, taxes, etc. was part of the process in determining the best course for the town. Mr. McKay felt that the Board was not doing what was best for the town. The Town Manager stated that he felt getting an analysis of the impact the windmills will have on the town is essential for both sides of the contested issue and that the town is in the process of gathering information.

12. **Next Meeting:** Monday, December 14, 2009, 5:00 p.m., Town Office

13. **Adjournment:** On a motion from Mr. Donahue and a second from Mr. Carlton, the Board voted unanimously to adjourn at 6:15 p.m.

Respectfully submitted,

Charlotte M. Collins
Secretary/Deputy Treasurer

/cmc

Attachments