

## MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, January 25, 2010

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), Richard Pickett (Police Chief)

**Press Present:** Eileen Adams (Sun Journal), RVAC

**Citizens Present:** Joseph Norris

1. **Call to Order:** Chair Martin called the meeting to order at 5:00 p.m.
2. **Approval of Minutes:** On a motion from Mr. Carlton and a second from Mr. Donahue, the Board voted unanimously to approve the minutes of January 11, 2010.
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.
5. **Old Business:**

a. **Sewer Abatement – Joseph Norris:** Mr. Norris requested a sewer abatement from the Board of Selectmen regarding his business located at 37 Main Street (Map 14, Lot 119). The building was erected in 2004, and no water or sewer services were connected at that time. However, provisions were made for services to be connected, but when Main Street was paved, approximately two feet of sand filled his sewer line. Also, when Towle's Corner Store was erected, a new pole was needed for the business and the pole was set into Arthur Brown's sewer line and left. This could cause problems in the future.

Mr. Norris requested splitting the \$453.31 sewer bill with the town for the two years sand filled hi pipe. He has not been billed for water service.

On a motion from Mr. Desjardins and a second from Mr. Donahue, the Board voted unanimously to abate the sum of \$195.63 (\$453.31 less 257.68).

4. **Department Head Reports:**

a. Police Chief Pickett reported as follows:

- Officer David Hodgson has started his second week at the Police Academy; he's doing very well
- Passed out the November and December department reports
- The second phase of taser training will be held on February 13, 2010
- Officer Eric Bernier returned to work on January 22, 2010
- Checked with several towns regarding their use of a Winter Bicycle Ordinance, and no such ordinance exists; warning riders of danger is recommended as they have the same rights as automobile drivers

There were no further questions from the Board.

**Public Comment: None**

5. **Old Business:**

b. **School Dept. Carryover Funds:** The Town Manager reported that he and the Selectmen had met with Dr. Tom Ward regarding the \$222,974.90 carryover funds for RSU No. 10 (Dixfield's portion). Mr. Skibitsky suggested to the Board that the funds be split over the next three years in the school budget rather than return the funds to the town. It would lower the town's payment each month.

On a motion from Mr. Desjardins and a second from Mr. Carlton, the Board voted unanimously to approve the use of the carryover funds within the next three budget years as follows:

Year 1 (current)	\$ 22,925.40
Year 2 (FY2011)	100,024.75
Year 3 (FY2012)	100,024.75

6. **New Business:**

a. **Rumford-Mexico Sewerage District:** The Town Manager provided the Board with billing information for 2010 which reflects a \$1,799 cut.

b. **Bureau of Labor Standards Inspection:** An inspector was here this week to visit the town's facilities for safety standards. The last inspection was completed in 2002. All departments were inspected except the East Dixfield Fire Department and its records which will be done at a later date.

The town lacks several policies which need to be in place as well as some violations observed. Fines that may occur are usually used to fix any problems. Once this is done, the inspector returns for final approval. The Town Manager will distribute any findings to the Board of Selectmen for their information and possible approval of any repairs that may be needed to satisfy the Bureau of Labor Standards.

c. **Water Department Loan Refinancing:** The Town Manager explained that a possible \$60,000 gross savings on loans in the Water Department is possible through refinancing over the next fifteen years. The town is currently paying 4.75 and 4.85 percent interest on two loans. This item was tabled for the next meeting.

d. **Tax Acquired Properties:** The Town Manager provided the Board with the current list of tax acquired properties. It was noted that no new payments agreements will be made as MMA has advised that by doing so, the town essentially becomes a bank. Furthermore, partial payments will no longer be accepted as it may be construed as a payment agreement. Full payment of all taxes must be made to redeem any property that has become tax acquired.

The Town Manager suggested that the Board look over the properties for further discussion at their next regular meeting.

e. **Draft Budget Calendar:** The Town Manager presented his proposed budget calendar to the Board for their approval. There were no questions.

## 7. **Town Manager's Report:**

- The Town Office's new boiler was installed this week by Community Energy, and it looks very well. Payment was made from the reserve fund leaving a balance of \$55.78
- Matt Eddy of Eaton Peabody Consultants regarding wind power and the TIF Program will be giving his analysis to the Board of Selectmen on Monday, February 22, 2010. The Board discussed the possibility of reviewing the findings prior to holding a public meeting. The Town Manager explained that the discussion will be held in public session and there is reason to believe that many citizens will likely attend. He suggested that the Selectmen's Meeting be held at the high school on that date. The Board decided to meet at 5:00 p.m. at the Dixfield Town Office for a regular meeting and adjourn to the high school at 6:00 p.m. for the informational presentation from Eaton Peabody Consultants.
- A super-imposed picture of the proposed windmills for Colonel Holman Mountain was pointed out by the Town Manager. The picture was taken from 1.2 miles away. Joy Pierce's home appears to be the closest to the project at approximately 4300'
- Code Enforcement Officer Calvin Beaumier brought to the attention of the Town Manager that the town should appoint a Building Official in conjunction with the Code Enforcement Officer's duties. A Certificate of Occupancy should be issued only after proper inspection of new buildings or the expansion of existing buildings. This must be issued by the Building Official who is appointed annually on April 1<sup>st</sup> of each year. On a motion from Mrs. Clarke and a second from Mr. Donahue, the Board voted unanimously to appoint Calvin Beaumier as the town's Building Official from January 25, 2010 through March 31, 2010.
- David Phair will be bidding out the old Holder, and Darlene Brann will provide an update of the Safety Program at the meeting of February 8, 2010.

- The Town Manager will be working with Maine Municipal Association regarding the town's insurance rates. He will advise the Board at a future meeting of the results.
- A team meeting was held to discuss the upcoming State cuts to the town's budget. The department heads were instructed to find substantial cuts (\$77,000) to their budgets by the end of the month.

**Public Comment: None**

8. **Board Questions/Comments:** None

9. **Executive Session:** 1 MRSA, §405 Personnel Matters; Town Manager Evaluation

On a motion from Mr. Carlton and a second from Mrs. Clarke, the Board voted to enter into executive session at 6:30 p.m.

The Board came out of executive session at 8:02 p.m.

10. **FYI:** So Noted.

11. **Next Meeting:** Monday, February 8, 2010, 5:00 p.m., Town Office

12. **Adjournment:** The Board adjourned at 8:03 p.m. on a motion from Mr. Carlton and a second from Mr. Donahue.

Respectfully submitted,

Charlotte M. Collins  
Secretary/Deputy Treasurer

/cmc

Attachments