

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, April 25, 2011

5:00 p.m., Dixfield Town Office

Board Members Present: Stephen G. Donahue (Chair), Norine H. Clarke, Malcolm M. Gill and Katherine N. Harvey

Board Members Absent: (1) Vacancy

Administration Present: Eugene R. Skibitsky (Town Manager), Charlotte M. Collins (Minutes), Richard Pickett (Chief of Police), CEO Calvin Beaumier, David Harvey (Planning Board Chair)

Press Present: WVAC (Kim Couch)

Citizens Present: Dan McKay

PUBLIC HEARING: SHORELAND ZONING ORDINANCE AMENDMENTS

Chair Donahue opened the Public Hearing at 5:01 p.m. Mr. David Harvey explained that most of the changes were for clarifying purposes. The appeals process, some text, and map changes were also incorporated into the ordinance. Most changes were not dramatic, mostly corrective. Mr. Harvey will inform the Board when final approval from the D.E.P. is received. The Code Enforcement Officer questioned the Resource Protection Zone in the floodplain. The Chair closed the hearing 5:34 p.m.

1. **Call to Order:** Chair Donahue opened the meeting at 6:35 p.m.
2. **Pledge of Allegiance:** All those in attendance stood and repeated the Pledge of Allegiance to the American Flag.
3. **Approval of Minutes:** On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board voted unanimously to approve the minutes of April 11, 2011.
4. **Approval of Warrants and Payroll:** On a motion from Mrs. Harvey and a second from Mr. Gill, the Board voted unanimously to approve the warrants and payroll as listed on the agenda.
5. **Department Head Reports:**
 - a. **Police Depart – Chief Pickett:**
 - The Police Department's monthly report was presented to the Board.

- “Operation Sunshine” statistics were also given to the Board outlining the number of visits and telephone calls that were made during the months of March and April by Dixfield Patrol Officers. Chief Pickett also reported that one of the elderly citizens had died.
- The Chief received a request from Craig Nash for a stop sign to be placed at the end of Jeff’s Drive as it enters onto Lancaster Avenue. Vehicles are leaving Jeff’s Drive much too fast. On a motion from Norine Clarke and a second from Mrs. Harvey, the Board voted unanimously to place a stop sign as requested by Craig Nash.
- The Chief reminded the Board of the “Take Back Prescription Drugs” program that will be held on Saturday, April 30, 2011, from 9:00 a.m. to 3:00 p.m. at the Dixfield Town Office and Police Department.
- Grants are becoming available to allow Police Departments to hire additional personnel, and the Chief requested permission to apply. On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board voted unanimously to approve the application process. Once this is completed, the Board will approve or disapprove of whether or not to apply for the position. On a motion from Mrs. Harvey and a second from Mr. Gill, the Board unanimously approved allowing the application and will approve or disapprove at the May 23, 2011 Selectmen’s Meeting.
- Mrs. Katy Chiasson of Pine Street was in attendance to request that something be done about the increased speeding problem on Pine Street. She was worried that a child might be hit by various apartment buildings or near the new Seventh Day Adventist School. Due to the layout of the area, the Chief suggested that he be given some time to study the situation before making recommendations. Mrs. Chiasson was willing to help with any monitoring that was necessary. The Chief’s suggestions will be debated at a future meeting.

Public Comment: None

6. Old Business:

- a. **Distinguished Citizen Nominees:** Three citizens were nominated for the award:

**Beverly Glover
Hugh Daley
Paul Jones**

The Board felt that all nominees were very deserving of recognition and added several compliments about each candidate. On a motion from Mrs. Clarke and a second from Mr. Gill, the Board voted unanimously to select Mr. Hugh G. Daley of 330 Common Road, Dixfield. Mr. Daley has served on several Boards for the town, helped the elderly and served in various capacities. The townspeople and Board Members are grateful for his help to so many over the years.

- b. **Planning Board:** On a motion from Mrs. Harvey and a second from Mrs. Clarke, the Board accepted the resignation of Mike Peters from the Planning Board.

On a motion from Mrs. Harvey and a second from Mr. Gill, the Board voted unanimously to appoint Thomas Childs as a regular member of the Planning Board.

7. **New Business:**

a. **Audit Letter of Engagement:** On a motion from Mr. Gill and a second from Mrs. Clarke, the Board voted unanimously to approve the engagement of RHR Smith & Company to perform the annual audit for the Town of Dixfield.

b. **Tibbetts Petition for Annual Town Meeting:** The Town of Dixfield received a valid petition from Dixfield citizens, circulated by Freemont Tibbetts and Dan McKay, requesting warrant articles for Annual Town Meeting. Town Manager Skibitsky will discuss the petition with MMA's legal services. Mr. McKay explained the purpose of the petition to the Board of Selectmen as a chance to discuss Wind Turbine Projects and rules and regulations to govern them. This item will be reviewed again at the next meeting of the Board of Selectmen.

c. **Building Permit Ordinance:** The town's Code Enforcement Officer discussed the need for revisions to the Building Permit and to the fee schedule. The Board unanimously approved tabling this issue on motion from Mr. Gill and a second from Mrs. Harvey. The Board will hold a workshop on this subject on Wednesday, May 4, 2011, at 5:00 p.m. at the Dixfield Town Office.

d. **Taxable Sewer Bond:** On a motion from Mrs. Harvey and a second from Mrs. Clarke, the Select Board for the Town of Dixfield, Maine, voted unanimously to approve and sign the Taxable Sewer Bond loan papers as follows:

VOTED:

(1) That the issuance and sale to the Maine Municipal Bond Bank of a Taxable Sewer Bond of the Town (the "Bond") in an aggregate principal amount not to exceed \$103,000, to fund improvements to the sewer system, is hereby approved.

(2) That the town Treasurer and Chair of the Select Board are hereby authorized to execute and deliver the Bond on behalf of the Town to the Maine Municipal Bond Bank. The Bond is to be sold upon such further terms and conditions and at such interest rates as may be approved by the Treasurer and Chair, and shall have the Town seal affixed and be attested by the Town Clerk. The Bond may be issued with or without call or early redemption provisions, with or without premium, as may be approved the Treasurer. The term of the Bond does not exceed 120% of the economic life of the Project.

(3) That the Town Treasurer and the Chair of the Select Board are each individually authorized to execute and deliver such loan agreements with the Maine Municipal Bond Bank as the Maine Municipal Bond Bank may require.

(4) That the Town officers and officials are hereby authorized to execute and deliver any and all documents and certificates, and to take any and all actions, including affixing the seal of the Town as may be necessary or convenient to carry out the full purport and intent of the foregoing authorizations, or any one of them.

Public Comments: None

8. Town Manager's Report:

- a. **EMA Mass Notification System:** So noted.
- b. **Towle's Hardware 100th Year Anniversary:** Towle's will be celebrating their 100th Year in business anniversary on June 6, 2011. The Board of Selectmen agreed to recognize this achievement with flowers, a plaque and a congratulatory ad in the newspaper.
- c. **CMP Smart Meters:** CMP has offered to send a representative to a meeting explaining the Smart Meter Technology to Board members. The Board felt that a meeting was worth scheduling and decided on their regularly scheduled meeting of May 9, 2011.
- d. **Harlow Park Elms:** A request was made from the baseball coaches to cut two (2) of the elm trees at Harlow Park. Board members were not comfortable with doing this and decided to say "no" to the request.
- e. **Drainage System at Superintendent's Office/Nash Street:** A drainage problem was discovered during a recent storm which proved to be a plugged drainage pipe that will need watching and flushing every three years or so. RSU No. 10 is helping pay the bill.
- f. **TIFs:** Board members agreed to invite Mike Rogers to discuss TIFs after the Annual Town Meeting in May.

9. Board Questions/Comments:

10. **FYI:** So Noted.

11. **Next Meeting:** Monday, May 2, 2011, 5:00 p.m., Town Office (Budget Meeting)
Monday, May 9, 2011, 5:00 p.m., Town Office (Regular Meeting)

12. Adjournment:

Respectfully submitted,

Charlotte M. Collins
Secretary/Deputy Treasurer

/cmc - attachments