

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, July 11, 2011

5:00 p.m., Dixfield Town Office

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

Board Members Absent:

Administration Present: Eugene R. Skibitsky (Town Manager), Charlotte M. Collins (Minutes), Jim White (Water Dept.), Scott Dennett (Fire Dept.), Randy Hall (E. Dix. Fire Dept.), David Phair (Public Works Dept.), Richard Pickett (Chief of Police),

Others Present: Danny McKay, Freemont Tibbetts

Press: RVAC, Dan Fayen (Lewiston Journal)

1. **Call to Order:** Chair Donahue called the meeting to order at 5:04 p.m.; all repeated the Pledge of Allegiance.
2. **Approval of Minutes:** On a motion from Mrs. Clark and a second from Mrs. Harvey, the Board unanimously approved the minutes of July 13, 2011 and July 27, 2011.
3. **Approval of Warrants and Payroll:** On a motion from Mrs. Harvey and a second from Mrs. Clarke, the Board unanimously approved the warrants and payroll as listed on the agenda.
4. **Department Head Reports:**

b. **Water Dept. – Jim White** - reported as follows:

- The town's copper test has now been ordered for every three years. The town takes ten (10) samples of which nine (9) must pass. This is done in Mexico as well.
- 90% of the town's hydrants have been repainted; there are 6 or 8 remaining.
- The pump speed control system has been upgraded and is working fine.
- The Bradley/Brackett Streets hydrant was replaced and a new valve was installed.

- The department is getting ready to do the North Street projects. Letters will be mailed to area residents effected by the project.
- A discussion followed regarding the length of paving once the job was completed. Most Selectmen felt that the paving should be done as completely as possible, avoiding trench paving. On a motion from Mr. Gill and a second from Mr. Withrow, the Board voted unanimously to pave the entire project from the intersection to the end of North Street.

c. **Fire Dept. – Scott Dennett and Randy Hall** – reported as follows:

- Chief Dennett and Chief Hall of East Dixfield would like to keep Engine #1 a while longer to use for reserve purposes while the other trucks are being serviced. The East Dixfield Fire Department has made accommodations to house the truck. In addition, the towns may be able to “squeeze” a couple more years of use from it and then perhaps Region 9 or others might use it for training. Board members agreed to the suggestion.

a. **Police Department – Chief Pickett** – reported as follows:

- The Chief passed out his monthly reports for May and June.
- The Chief explained “Operation Sunshine” to new Selectman Robert V. Withrow and how much of a success it has been.
- The Department has been award \$1,000 from the River Valley Healthy Communities Coalition that will pay for special underage drinking details and foot patrols.
- Freemont Tibbetts supplies videos he had taken of the dangerous conditions posed to ATVers along Route 142 near Aunt Hannah Brook. The State has posted signs, but he would like it closed to ATVs because of the danger. The Chief agreed with Mr. Tibbetts’ assessment; the ATV trail along that route will be closed.
- The Chief would like to meet with members of the ATV club to discuss the town’s ATV Policy. He also requested some stronger language be adopted into the policy for better enforcement. He also suggested that club members meet with the Board of Selectmen to resolve the problems.
- The recently reported “missing” python snake, located at Jacobs Alley, has since been caught and has been removed to Mexico.

5. **New Business:**

a. **Elect Chair of Board of Selectmen:** On a motion from Mrs. Clarke and a second from Mr. Withrow, the Board unanimously elected Stephen G. Donahue as Chairman of the Board of Selectmen. Mr. Donahue abstained from voting.

b. **Elect Vice Chair of Board of Selectmen:** On a motion from Mr. Gill and a second from Mrs. Harvey, the Board unanimously elected Norine H. Clarke as Vice Chairman of the Board of Selectmen. Mrs. Clarke abstained from voting.

c. Determine Dates and Times of Meetings: On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board voted unanimously to keep to the same schedule:

Time: 5:00 p.m.
Place: Town Office
Dates: 2nd and 4th Monday of Each Month
Special Meetings as Needed

d. Mexico Sewer District Administrative Committee Members: The Board agreed to appoint Mr. Withrow, Mrs. Harvey and Mrs. Clarke as committee members representing the Town of Dixfield.

e. AVCOG Representatives: Board members agreed to appoint Town Manager Skibitsky and Selectman Harvey as the town's representatives again this year.

f. Approve Oxford County Assessors' Return: On a motion from Mrs. Harvey and a second from Mrs. Clarke, the Board voted unanimously to approve and sign the Oxford County Assessors' Return (County Tax Bill).

g. Public Works Vehicle: Foreman David Phair came before the Board with a proposal to get rid of his current truck in trade for a more useful one that's designed closer to the needs of the department. The transmission locks up, brakes are a problem and fumes from the engine are just a few of its problems. After a lengthy discussion, the Board voted unanimously to allow Mr. Phair to research all possibilities and determine the best deal for Dixfield at the August 8, 2011 meeting.

6. Old Business:

a. Tax Acquired Property Update: The Town Manager updated the Board regarding tax acquired properties and those that will go out for bid. He also received a memo from Mike Rogers of the State of Maine Revenue Services who sent a lengthy memo with information regarding the possible swapping of grant-funded properties with those of tax acquired. He will direct the assessor to visit the Church Street property to see if the value has fallen below 50% of value in order that the property be dismantled.

The Mill Street property has been visited by the town's Code Enforcement Officer who found it to be structurally sound, but in need of the interior being "guttled" and renovated.

b. Disbursement Policy: The Disbursement Policy was updated, adding the name of the new Selectman Robert V. Withrow. The Board members will sign the policy that stays in effect as last year's.

c. **Smoking Policy:** The Town Manager presented an updated Smoking Policy for the the Board approval which adds “No Smoking” to in any of the town’s parks. On a motion from Mrs. Clarke and a second from Mr. Withrow, the Board voted unanimously to approve the policy as written.

d. **MMA Photo Contest:** The Town entered Maine Municipal Association’s “Then and Now” photo contest and won an entry on their upcoming MMA calendar for 2012. Dixfield will be represented in the month of February. Chip Towle’s picture of the Main and Weld Streets intersection and a picture from the Dixfield Historical Society (gift from Mary Vaughn of Peru) depicted Dixfield over a 100-year period at the same intersection. Dixfield was one of 15 out of 38 entries who placed.

7. Town Manager’s Report:

- The Town Manager presented a slate of candidates running for office at MMA to the Board for voting. On a motion from Mr. Withrow and a second from Mrs. Harvey, the Board voted unanimously to cast their vote as listed on the ballot.
- The Town Manager presented an amendment to his employment contract that reduces his pay and hours by 10% for a temporary period. On a motion by Mrs. Clarke and a second by Mr. Gill, the Board voted unanimously to approve the amendment as presented by the Town Manager.
- Mr. Skibitsky reminded the Board of a wind conference on Thursday at Maine Municipal Association in Augusta.
- A Public Works employee was taken seriously ill over the weekend and will be absent from work for approximately 4-6 weeks.
- The Town Manager will be taking Friday, July 15, 2011, off instead of Tuesday.

8. Board Questions/Comments:

Mrs. Clarke stated that Bullrock had finally met his demise during the last hard rainstorm. A meeting of the Economic Development Committee has been scheduled for Friday morning at 8:00 a.m. to discuss what plans will take place to replace him. Bullrock was 11 years old.

The Outdoor Market will be held on Sunday, August 21, 2011, and there are plenty of spaces available at \$15.00 each.

Mrs. Harvey stated that by attending the Elected Officials workshop for the second time, many municipal subjects have much more meaning now that she’s had a year in office.

Chair Donahue and Mr. Gill welcomed Bob Withrow to the Board.

9. **Executive Session 1 M.R.S.A., §405(6)(C):** Economic Development: On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board voted unanimously to enter to executive session at 7:12 p.m.

Chair Donahue declared ending executive session at 8:13 p.m. No action taken.

10. **FYI:** So noted.

11. **Next Meeting:** Monday, August 8, 2011, Town Office 5:00 p.m.

12. **Adjournment:** On a motion from Mrs. Harvey and a second from Mr. Gill, the Board voted unanimously to adjourn at 8:15 p.m.

Respectfully submitted,

Charlotte M. Collins
Deputy Treasurer/Secretary

/cmc

Attachments