

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, August 8, 2011

5:00 p.m., Town Office

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

Board Members Absent:

Administration Present: Eugene R. Skibitsky (Town Manager), Darlene Brann (Minutes), David Phair (Working Foreman Public Works), Jim White (Water Superintendent), Chief Richard Pickett (Dixfield Police Department), Scott Dennett (Dixfield Fire Chief)

Press Present WVAC, Sun Journal (Eileen Adams)

Citizens Present: Dan McKay, Freemont Tibbetts, Ralph Clarke, Sgt. Jeffrey Howe, Others

Others Present: Dwight Hines (Peru Citizen)

Call to Order: Chairman Donahue called the meeting to order at 5:01 p.m.; the Pledge of Allegiance was recited by all.

2. **Approval of Minutes:** Mrs. Clarke moved to approve the minutes of 7/11/2011; seconded by Mr. Gill. All approved.
3. **Approval of Warrants and Payroll:** On a motion from Mrs. Harvey and a second from Mr. Withrow, the Board voted unanimously to approve the warrants and payroll as listed on the agenda.
4. **Department Head Reports:**

b. Water Department (Jim White):

- North Street water main started on Monday, August 1, 2011, at the intersection Pine Street and North Street. Approximately 60-80' of 8" main and 600' of 6" main have been installed. The department is now working on connecting all the customer service lines to the new main.
- Paving will cost more than originally estimated due to the unstable ground. Mr. White will provide a final report once the project is complete.

c. Public Works Department (David Phair):

- Zero turn lawn mowers are operating well
- The department is still collecting used oil. The Town of Peru donated a large amount.
- Mr. Phair will be meeting on Tuesday, August 9, 2011, with the Town Engineer regarding the Porter Road project. The project is slated to start next week.
- The town garage canopy lights have been replaced as part of the Efficiency Maine Grant. Six 450-watt bulbs were replaced with four 52-watt bulbs, resulting in a vast savings per year. A meeting with the electrician will be scheduled to see if the lights at the McGouldrick Park hockey rink can be replaced as well, resulting in a savings.
- The department would like to revamp the pavilion at McGouldrick Park into a storage building. At this point in time, it is a 30-50' structure with no sides just a metal roof. Selectmen have concerns with safety and vandalism. Town Manager Skibitsky stated that there should be minimal vandalism with new lights being installed and the town using the park as their snow dump. The cost of the building would be absorbed in the department's operational budget.

Mr. Withrow moved to proceed with making the pavilion into a storage building using money from the operational budget; seconded by Mr. Gill but with reservations regarding safety. Mr. Donahue felt that the item should be tabled until next meeting when a list of materials and cost could be supplied. Mr. Withrow then withdrew his motion as did Mr. Gill. Mr. Phair will have a list of materials and cost for the Selectmen to review at their next meeting.

- The town is holding an \$8,000 check for the sale of the town's 2000 F550. If approved the department would like the money to go into the equipment reserve account along with moving \$6,000 from the vehicle maintenance line. The monies then will be used to purchase a new GMC Sierra 3500 Bill Dodge at the cost of \$49,500.00. The truck will be equipped with a stainless steel v-plow, dump body, and a stainless steel hopper sander. The selectmen voiced concerns with the F550 being the best choice for replacement or if the department could rearrange their equipment to eliminate one other truck for a cost savings. Mrs. Clarke moved to accept the check for \$8,000 for the sale of the Ford F550 and place the funds into the reserve account; seconded by Mrs. Harvey. All approved. Mr. Gill moved to purchase the new GMC from Bill Dodge adding Timberen Kit to truck for a total cost of \$49,744, seconded by Mr. Withrow with a request that thought

be given on rearranging the fleet. All approved.

a. Police Department (Chief Richard Pickett):

- On August 21, 2011 during the Outdoor Market Day, the program “CHIP” (Child Identification Program) will be held downstairs in the Ludden Library. The program is open to all children ages toddler to 18. There will be no charge to the parents for the service. Each child will be finger printed, photographed, and videoed along with a DNA swab taken. All information is given to the parent or guardian. Mr. Clarke noted that approx. 20,000 children in the state of Maine have taken advantage of the program thru the Grande Lodge of Maine. Of that number 1,000 children have been from the River Valley area.
- Officer Anne Simmons-Edmunds will be attending the Maine Criminal Justice Academy on August 15, 2011 through December 16, 2011. While she is away Reserve Officer Bob Grinnell will be handling her “Operation Sunshine”, and she will be finding someone to take over the ACO position as well.
- The department carries HK45 holster weapons. These weapons are approximately 10 years old. The department would like to trade them for XD45’s. The value of the HK45 is \$450.00 per weapon and the purchase price for each XD45 will be \$462.50. Sgt. Howe stated that the XD45 is the weapon carried by the military. Though they have not had to use their weapons, based on age, it was his recommendation as the firearms trainer to trade them now rather than have them fail when needed. Mr. Withrow moved to trade in the HK45’s and purchase the XD45’s, seconded by Mrs. Clarke. All approved.

5. New Business:

- a. Hodsdon Engineering-Road Work:** The Town Manager handed out a couple of letters from Al Hodsdon, the town’s engineer. He will be meeting with David Phair on Tuesday, August 9, 2011, to go over the Porter Road plans. Along with the plans for Porter Road were instructions on how to fix a couple of small problems on Holt Hill Road. He has also done some work for the Water Department in regards to North Street. Mr. Donahue had concerns with who should be responsible for fixing the problems on Holt Hill Road. The town will be doing the work under the supervision of Al Hodsdon to solve the issues.
- b. WMEDC-Internet Services:** Western Maine Economic Development Council is looking into setting up internet services. Mia Percel sent an e-mail looking for members to form a task force.
- c. Commit Taxes:** The Town Manager handed out the 2011 Tax Rate Calculation Data. Based on the data, the tax commitment should be between

\$17.738 and \$18.62/M. Town Manager Skibitsky recommended setting the rate at \$18.00 up from \$16.75. He stated that the increase was largely due to the County and RSU #10's budgets. Mr. Gill felt that RSU #10 could consolidate the schools in the district to save costs. Mrs. Harvey recommended a workshop with RSU #10 to discuss what savings could be had for the towns. Mr. Gill moved to set the tax rate at \$18.00 and sign the assessors certificate of assessment, seconded by Mrs. Harvey. All approved. First half of taxes will be due September 15, 2011.

- d. **Amended Special Amusements Permit:** The American Legion Post #100 must comply with State and Local laws and policy pertaining to the games of chance. Town dates did not correspond with State dates and the State has requested that the American Legion Post #100 come back to the Town to amend the Town's permit from June to June as opposed to May to May. Mrs. Clarke moved to amend the dates to correspond with the State's date, seconded by Mrs. Harvey. All approved.
- e. **CMP Easement-Irving Forest Products:** The easement is no longer needed. Irving Forest Products, Inc. will be placing a new utility pole on their own land.

6. Old Business:

a. **Sidewalk Grant:** Joel Kitridge who is Project Manager sent a letter that stated that the Town needed to:

- sign the project agreement
- set-up a meeting to go over the scope of the project
- and then find a designer.

Town Manager Skibitsky noted that it may be acceptable for the town to use the town's engineer as the designer. There is, however, a requirement for FHNA grants that someone must be project certified. The Town Manager may have to attend an 8-hour Managing DOT Project's class for this certification.

b. **Tax Acquired Properties:** The town had placed two properties out to bid: one has been paid off, the other has not received any bids at this point. The Sewer Department also has the ability to lien property for non-payment of sewer charges. A list was given with names and addresses of the matured liens. The Town Manager would like to send out a letter to the property owners with sewer liens giving them one last chance to pay all charges before the town puts them out to bid. Mr. Withrow moved to have the Town Manager send letters to each land owner with the stipulation that all charges are to be paid and if not, a bid date of 10/24/11 will be set; seconded by Mrs. Harvey. All approved.

c. **Energy Grant:** The last part of the grant is to insulate the 4' concert wall at the Town Garage. Mrs. Clarke moved to accept the contract from Mechanical Services;

seconded by Mr. Gill. Approved

7. Town Manager's Report:

a. **Androscoggin River Forum-AVCOG:** This meeting will be called the "River Forum". It is a free workshop and selectmen that are interested will need to RSVP. Topic of interest was a river walking path.

County Commissioners' Statement: Statement given to Board from the County Commissioners regarding Scot Parker.

TIF Presentation Scheduled-Mike Rogers: Mike Roger will be here August 23, 2011 at 5:00pm for a public meeting for selectmen to give his presentation on TIF's. The meeting will be held in the Library.

Other:

1. CMP will be clearing a small section of power lines on the Canton Point Road for the Maine Power Upgrades. Smart Meter update: notices have been mailed to customers in Dixfield.
2. The Town Manager received a letter from Mr. Dwight Hines of Peru. Mr. Hines is requesting information as part of the Freedom of Information Act regarding the Fire Department operations. After some discussion regarding the requested information, it was suggested that Mr. Hines put in writing what he is specifically asking for and to give Chief Dennett (who is not a full time employee) time in which to gather the information.

8. Board Questions and Comments:

Mrs. Clarke stated that t-shirts sizes child to 5X are available for \$10.00 to support the return of "Bullrock the Moose." Donations from individuals as well as businesses have been coming in as well.

9. **FYI:** So Noted with a change in Town Manager's day off. That day will be Thursday not Wednesday as stated.

10. **Next Meeting:** Monday, September 12, 2011, 5:00 p.m., Town Office

11. **Adjournment:** Mrs. Clarke moved to adjourn at 7:48 p.m.; seconded by Mr. Withrow. All approved.

Respectfully submitted,

Darlene Brann
Secretary

/db

Attachments