

## **MINUTES OF MEETING**

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, September 26, 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), Chief Richard Pickett (Dixfield Police Dept.)

**Press Present:** WVAC, Sun Journal

**Others Present:** Dan McKay and Freemont Tibbetts

**Call to Order:** Chairman Donahue called the meeting to order at 5:03 p.m. The Pledge of Allegiance was recited by all.

2. **Approval of Minutes:** Mrs. Clarke moved to approve the minutes of September 12, 2011 with the addition of:

A “Moment of Silence” in recognition of the 10<sup>th</sup> Anniversary of 9/11 was observed by the Board of Selectmen and audience at the beginning on the meeting. The motion was seconded by Mr. Gill; all approved.

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

4. **Department Head Reports:**

**a. Chief Richard Pickett ( Dixfield Police Department):**

- The State of Maine has adopted a new “texting while driving” law. The fine for first offense will be \$135.00. The Dixfield Police will be enforcing this new law with a zero tolerance stand.
- The department has been very active in recovering stolen property and drugs. Several curfew warnings have been issued, with various steps being taken to keep youth off the streets at night.

- Operation Sunshine is going well with a possible addition to the list. Mrs. Clarke thanked the department for a great program.
- High school night football/soccer games are going well. The department has received only a few minor complaints.

5. **Old Business:**

**a. ATV Policy:** Chief Pickett brought a revised ATV Policy before the Board. The revised policy will allow ATV's on a few specific streets. At this time ATV's are allowed on all town streets maintained for vehicular traffic. After much discussion Mrs. Clarke moved to table the policy until October, giving Selectmen a chance to hear feed back from the ATV club and citizens. Seconded by Mrs. Harvey; all approved.

**b. Sewer Bypass/Bridge Construction:** The sewer bypass was installed successfully on September 21, 2011. The bridge project can now continue as scheduled.

**c. Sidewalk Project:** Town Manager received an email from Mike Laberge with the steps the town will need to take concerning the sidewalk grant. At this point the town is only funded for the design portion of the project. The construction funding will be on a first-come/first-served basis. The first step is to sign the contract followed by selecting an Engineer. The Town Manager will schedule meetings with the Roads Committee for the selection of an Engineer. Mr. Withrow moved to have the Town Manager sign the contract, seconded by Mr. Gill. All approved.

**d. Tax Acquired Properties (add on):** A vote was needed to place Tax Acquired Properties due to sewer liens out for bid, and to demolish the tax acquired property on Church Street in East Dixfield. Mr. Gill moved to place tax acquired sewer lien properties out for bid and to demolish the Church Street building; seconded by Mrs. Clarke. All approved.

6. **New Business:**

**a. Town Bulletin Boards:** The Town Manager presented a policy regarding what can be posted on the town's bulletin board, along with moving the outside public bulletin board. The town's bulletin board is located in the Town Office and would contain items of interest pertaining to town government. The public bulletin board would be moved to the side of the Town Office and contain personal business cards, items for sale, political views, etc. On a motion from Mr. Gill and a second from Mrs. Harvey, the Board voted unanimously to table the Bulletin Board Policy until they had a chance to review it.

**b. MMA Voting Credentials:** The MMA meeting and vote will be held in October for any Selectmen interested in attending.

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

- Has advertised for a Seasonal Laborer. The Town Manager and Working Foreman David Phair will be conducting interviews.
- A workshop will be scheduled for November 7, 2011 with the Department of Economic Development. They will give a presentation on how TIFs are setup and the benefit it could have for the town. The workshop will be held in the Ludden Library and will be open to the public.
- The Public Works Department has taken ownership of the new 1-ton dump truck.
- Porter Road is near completion. The department is waiting for pavement quotes to come in.
- The energy improvements at the Town Garage have been finished. The Town Manager has written a letter to Efficiency Maine for final inspection. Payment will follow after inspection.
- Form 7 has been submitted to FEMA for disaster recovery during hurricane Irene. The Town of Dixfield fared well having little damage compared to neighboring towns.
- The Victorian Villa in Canton has a new Adult Day Service Program. Elderly members of the community may benefit from it.
- New valuation from the State's Valuation list shows most of Oxford County has declined for 2012.
- Town Manager's upcoming days-off will be weather permitting.

**8. Board Questions and Comments:** Mrs. Clarke questioned if any resident of the Severy Hill area would benefit from the Brownfield Assessment Program. Town Manager stated that the property owner would have to request an interest in the program and he did not think anyone would be interested because of legal reasons. Brownfield Assessment Program is a program for eligible entities to assess a site contaminated by hazardous substances, pollutants, or other contaminants.

**9. Executive Session - 36 MRSA, §841-2 - Poverty Abatement:** On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board unanimously voted to enter into executive session. The Board came out of executive session at 6:48 p.m. On a motion from Mrs. Harvey and a second from Mrs. Clarke, the Board voted unanimously to table the Poverty Abatement Application to the meeting of October 10, 2011.

**10. FYI:** So Noted with a change in Town Manager's days off. Those days will be set at a later date.

**11. Next Meeting:** Monday, October 10, 2011, 5:00 p.m., Town Office

**12. Adjournment:** On a motion from Mr. Withrow and a second from Mrs. Harvey, the Board voted unanimously to adjourn at 6:55 p.m.

Respectfully submitted,

Darlene Brann

Secretary

/db

Attachments