

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, October 10, 2011

5:00 p.m., Town Office

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

Board Members Absent: Stephen G. Donahue (Chairman)

Administration Present: Eugene R. Skibitsky (Town Manager), Darlene Brann (Minutes), Chief Richard Pickett (Dixfield Police Dept.)

Press Present: WVAC, Sun Journal

Citizens Present: Dan McKay

1. **Call to Order:** Vice Chairman Clarke called the meeting to order at 5:00 p.m. The Pledge of Allegiance was recited by all.

PUBLIC HEARING-GENERAL ASSISTANCE ORDINANCE

Vice Chair Mrs. Clarke opened the Public Hearing at 5:01 p.m. to hear comments regarding the proposed General Assistance Ordinance amendments. The Town Manager explained to the audience that these changes are proposed by the State Department of Human Services regarding the levels of assistance to be used for General Assistance in Oxford County. A public hearing is required. As there were no comments or questions, the hearing closed at 5:03 p.m.

2. **Approval of Minutes:** Mr. Gill moved to approve the minutes of September 26, 2011 meeting. The motion was seconded by Mrs. Harvey; 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.

Out of Order

6. New Business:

- a. **C.O.P.S. Grant:** Chief Pickett wished to thank the Board of Selectmen, Community, and elected Federal Leaders (and in particular Senator Susan Collins) for

the support the Department received regarding the C.O.P.S grant. The Department has been awarded the grant and would like to advertise the position with a hire date of January 1, 2012. The Department will be seeking a candidate that is Blue Pin certified, but will consider all applicants. Mrs. Harvey moved to allow the Chief to go forward with the implementation of the C.O.P.S Grant, seconded by Mr. Withrow. All approved.

4. Department Heads:

a. Water Department (Jim White):

- North Street has been hayed and seeded, and are waiting for Manzer Paving to fixed a few problem areas.
- The Department did the mandatory test for Lead and Copper, and has passed with 100% compliance. The next testing will be in three (3) years.
- Noise from the new Hyland Pump is causing some problems with the chemical pumps, at this time the old Hyland Pump is being used until a solution can be found.
- Drinking Water Program has preformed its Sanitary Survey. The Sanitary Survey monitors quality control in the Water Department. Because of new changes in the Backflow Prevention Program the department was not in compliance; the correct forms are on the way for the correction. The Department passed all other areas of the survey.
- The Department will be doing the fall flushing next week.
- Driver came in to clean the clear well. There was about ¼” of sediment on the bottom. They also found a very small hole in the intake screen. This hole is so small that it should not cause any problems. Videos are available for viewing.

b. Highway Department(given by Town Manager):

- Opened quotes for paving on Porter Road. Both quotes are for 2” paving, curbing and fine grading.
 1. Bruce Manzer Paving at \$29,365
 2. Pine Tree Paving at \$33,454Mr. Withrow moved to accept the quote from Bruce Manzer Paving, seconded by Mr. Gill. Unanimous.
- Will be conducting interviews for a seasonal worker on October 18, 2011 at 1:00 p.m. Any and all Selectmen are invited to attend.
- Mr. Phair scrapped some brake metal parts that were at the Town Garage for a total of \$772.49. He would like the money put into the maintenance line of his budget. On a motion from Mr. Gill and seconded by Mrs. Harvey the board moved to place \$772.49 back into

the maintenance line of the Public Works Budget.

5. **Old Business:**

a. Bulletin Board Policy: The Town manager returned 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. After reviewing the policy and looking at the areas of interest, Mr. Withrow moved to accept the policy as outlined, seconded by Mrs. Harvey. All approved.

b. Sidewalk Project Update: Contract has been signed and approved by MDOT. They have also sent back an approved RFP. The RFP has been sent to five Engineers who have until November 14, 2011 to respond.

6. **New Business:**

b. G.A. Ordinance: Mr. Withrow moved to approve the amendments to the Town's General Assistance Ordinance, seconded by Mrs. Harvey. All approved.

c. Fuel Bids: The following bids were received:

	Gas	Diesel	Heating Oil	Propane
Dead River	Rack +.20	Rack +.15	Rack+.15 Fixed 3.189	Rack+.65
Community Energy	Rack +.1075	Rack +.1075	Rack +.20 Fixed 3.409	Fixed 2.48

Because of a difference between the two bids in rack price on heating oil for October 7, 2011, the Town Manager will contact the bidders for clarity. Mrs. Harvey moved to table the item until October 24, 2011, seconded by Mr. Withrow. All approved.

d. Administrative Assistant Hours: The Administrative Assistant has proposed to continue with the summer schedule year round. The current schedule is 7:00 a.m. to 2:30 p.m. With no objections from the Board, the Administrative Assistant hours will continue as they are until it poses a problem.

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

a. Wreaths in Cemeteries: Mr. Donald Horne of Weld Street would like to participate

in “Wreaths Across America” which honors Veterans. The Cemetery Regulations call for all plantings to be taken off the grave sites for winter. He will be placing wreaths on his relative’s sites and open the program up for anyone interested in participating. On a motion from Mrs. Harvey and a second from Mr. Withrow the Board unanimously approved the request from Mr. Horne to participate in Wreaths Across America.

b. MMEHT Changes: E-mail sent to the Town Manager with changes to be expected in the Health Insurance Program.

c. Others:

- Alan Insurance sent out information regarding Retirement Plans if anyone is interested.
- Mexico Sewer District meeting will be October 18, 2011 at the Mexico Town Hall beginning at 5:00 p.m. Ted Berry Co. has requested from the Sewer Committee that all Digsafe’s requests for the portion of sewer the Town of Dixfield maintains on Route 2 go through the Town of Dixfield.
- Western Maine Community Action will be holding a meeting on October 18, 2011 from 5:30 p.m. to 8:30 p.m. at 29 Franklin Street Rumford for anyone interested in attending.
- Almond Meader has requested an extension on the foreclosure for 1 Dix Avenue. Mr. Meader contends that he has been paying the bills and was unaware that the property has been foreclosed on.
- The Public Works Department will be demolishing the Church Street property. CMP has removed all lines.
- Dan Mitchell and the ATV Club will be attending a meeting regarding changes to the proposed ATV Policy. The meeting is scheduled for October 20, 2011 at 6:00 p.m. in the Town Office.

8. Board Questions and Comments: Mr. Harvey wished to thank Chief Richard Pickett for the work he has done regarding the C.O.P.S Grant.

9. Executive Session - 36 MRSA, §841-(2) - Poverty Abatement: On a motion from Mr. Withrow and a second from Mrs. Harvey, the Board unanimously voted to enter into executive session. Vice Chair Clarke declared the executive session ended at 6:25 p.m.

Mr. Withrow moved to deny the poverty abatement due to income and resources the applicant has, seconded by Mrs. Harvey. All approved. The Town Manager then spoke about his conversation with the Town’s lawyer concerning harassment and what the Selectmen can do about it. No decision was made.

10. FYI: So Noted.

11. **Next Meeting:** Monday, October 24, 2011, 5:00 p.m., Town Office

12. **Adjournment:** On a motion from Mr. Gill and a second from Mrs. Harvey, the Board voted unanimously to adjourn at 6:35 p.m.

Respectfully submitted,

Darlene Brann

Secretary

/db

Attachments