

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, January 9, 2012

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.), David Phair (Public Works Dept.), Richard Pickett (Chief of Police)

Others Present: Tom Carroll (Patriot Renewables), Danny McKay, Fremont Tibbetts, Alice Barnett, Dustin M. Broughton

Press: RVAC, Erin Cox (Lewiston SunJournal)

1. **Call to Order:** Chair Donahue called the meeting to order at 5:00 p.m.; all repeated the Pledge of Allegiance.

2. **Approval of Minutes:** On a motion from Mr. Withrow and a second from Mrs. Clarke, the Board voted to approve the minutes of 12/12/2011. Vote was 4-1; Mr. Donahue abstained.

3. **Approval of Warrants and Payroll:** On a motion from Mrs. Harvey and a second from Mr. Gill, the Board unanimously approved the warrants and payroll as listed on the agenda.

4. **Department Head Reports:**

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

- Mr. White explained the Water Audit Worksheet and what the various columns represented. The town loses 15.4% of the pumped water each month which falls within recommended guidelines. Mr. White cannot seem to locate the cause.
- Overtime charges to the Dixfield Water Department were for scheduled and budgeted overtime (49.5 hours) as well as for call-ins (84.5 hours).
- There were 14 power failures during the year.
- The cross-connection program has been submitted to the State

- Mr. White gave Selectman Withrow a tour of the facilities which Mr. Withrow found to be very informative.
- The backup pump has arrived.
- A call-in was received from the Elsemore Apartment complex. They 4-6” of water in the building from a broken water line. Mr. White and his crew aided the plumber with the problem and provided some parts to complete the job.
- There were two (2) pipe freeze-ups in Dixfield during the month of December 2011.

Mr. White requested approval to use his usual supplier (Horizon Solutions) to complete Phase II of the variable frequency drive (VFD) project instead of using the bid process. Their products are very good and worth the extra that it may cost. On a motion from Mr. Gill and a second from Mr. Withrow, the Board voted unanimously to grant approval for Mr. White’s request.

b. Police Department – Chief Pickett – reported as follows:

- Personnel Policy changes need to be made in the written police policy that was previously approved by the Board of Selectmen regarding the changes in shifts and how they effect vacations/personal days off, etc.
- A new Police Officer has been hired through the COPS Grant. The Chief introduced Dustin M. Broughton to the Board. Mr. Broughton has attended the academy and previously work for the Town of Mexico

On a motion from Mr. Clarke and a second from Mrs. Harvey, the Board voted unanimously to amend the personnel policy as recommended by the Town Manager.

c. Public Works Dept. – Dave Phair – Reported as follows:

- The McGouldrick Park skating rink in now open to the public.
- Thanked Fire Chief Scott Dennett for helping with the removal of a large limb on Third Street.
- There have been nine (9) snow/ice events so far this winter season for the Public Works crew to handle.
- Seasonal banners and Christmas lights will be removed this coming week.
- The town has consumed 1,380 gals. Of waste oil which is an approximate savings of \$4,860 for the town.
- Due to the recommendations and implementations of the Efficiency Maine Grant, the electrical usage is down 20-23% at the town garage.
- The salt hopper on the mechanic’s truck will be rebuilt by the end of the week.
- The Town Manager presented the Bruce Manzer Pavement Agreement to the Board for signatures.

5. Old Business:

- a. **Town Garage Wiring:** Further clarification regarding the bids received from Pete's Electric Service and E & W Electric will be needed before proceeding with the bid on the generator project.

A discussion followed regarding the letter to Bruce Manzer for the paving project error. The remainder of the Porter Road will be done in the Spring. On a motion from Mr. Gill and a second from Mr. Withrow, the Board voted unanimously to approve and sign the letter to Mr. Manzer.

- b. **McKay Draft Wind Ordinance:** Mr. McKay inquired if the Board of Selectmen was going to support the draft wind ordinance he had given it approximately one (1) month ago. If not, he will be circulating a petition to require a vote on the issue. He also stated that he will be holding a public meeting for those interested in discussing the draft ordinance.

Mr. Gill stated that the only ordinance he was willing to support was the one the Chair and Mrs. Clarke has developed and that had been voted down last year. Due to the defeat of the proposed ordinance and the defeat of the proposed changes to the Comprehensive Plan, the Board felt that the people has spoken regarding the regulations of Wind Projects in Dixfield.

- c. **Water Department Terms and Conditions:** The Town Manager stated that the PUC was allowing additional time before approval is granted for the changes to the Water Department's Terms and Conditions. Until approval is made, the town is operating under the old rules.

6. New Business:

- a. **Hall Hill Pump Station:** The Town Manager explained a picture of the fuel pump located at the Hall Hill Pump Station. This pump had apparently been turned off a long time ago because it didn't work properly and could cause an oil spillage. Ted Berry Co. will be placing a site gauge on the fuel pump so that better controls are met when the generator is needed.

7. Town Manager's Report:

- An Emergency Management mock drill will be held at the Town Office on Wednesday, January 11, 2012 at 2:00 p.m.
- The Road Committee's rank sheets are needed for the sidewalk grant.
- The Code Enforcement Officer is working on upgrading the Building Permit Ordinance and has a draft to work on. They decided that the Planning Board should also be involved any changes. A meeting with the Board of Selectmen and Planning Board members has been scheduled for Friday, January 27, 2012 at 9:00 a.m. at the Town Office.

8. **Board Questions/Comments:**

Mrs. Clarke: Mrs. Clarke is calling once again for a group of people to take over the town's Annual Open Market Day in August. She and her husband are very willing to help someone get started, but they can no longer do the project. If anyone is interested, please call Mrs. Clarke at the Log Cabin Craftworks (562-8816) or the Town Office at 562-8151.

Freemont Tibbetts requested that the Board allow him to speak about CMP light bills and the town's ability to choose its supplier, thus saving potentially 17% of electric costs. The Town Manager will look into this feature and report at a later date.

9. **FYI:** So Noted

10. **Next Meeting:** Monday, January 23, 2012, 5:00 p.m., Town Office

11. **Adjournment:** On a motion from Mr. Donahue and a second from Mr. Gill, the Board voted unanimously to adjourn at 6:55 p.m.

Respectfully submitted,

Charlotte M. Collins
Deputy Treasurer/Secretary

/cmc

Attachments