

**TOWN OF DIXFIELD**  
**Minutes of Meeting**  
**Board of Selectmen**  
**Monday, December 10, 2012**  
**5:00 p.m. Ludden Memorial Library**

**Board Members Present:** Malcolm M. Gill, Robert V. Withrow, Hart L. Daley, Scott W. Belskis and Norine H. Clarke

**Board Members Absent:**

**Administration Present:** Eugene R. Skubitsky (Town Mgr), Charlotte M. Collins (Secretary), David Phair (Public Works), Richard Pickett (Police Chief), James White (Water Dept.), Christine Collins (Wind Attny.), RHR Smith (Auditor), Darlene Brann (Water/Sewer Secretary)

**Planning Board Members:** Timothy Kelly, Robin Marshall, Richard Pickett, Thomas Child

**P. Board Mem. Absent:** Cindy Lou Paine and Craig Coulthard

**Citizens Present:** Norman and Terri Mitchell, Alice McKay, Dan McKay, Fremont Tibbetts, Sharon & Bernard Gielslider

**Press:** WVAC and Lewiston SunJournal

**1. Call Meeting to Order:** Chairman Gill called the meeting to order at 5:00 p.m. and led the audience in the Pledge of Allegiance.

**2. Approval of Minutes:** The November 26, 2012 minutes were accepted as read by Chair Gill; the December 3, 2012 minutes were accepted as read by Chair Gill. No errors or omissions were noted.

**3. Approval of Warrants and Payroll:** No discrepancies were noted and the warrants and payroll were accepted by Chair Gill.

**Introduction of New Deputy Treasurer:** Samantha A. (Ellis) Hill of Dixfield was introduced to Board members and the audience. She has been appointed the new Deputy Treasurer/Secretary at the Town Office, filling the position that Charlotte Collins will vacate on January 11, 2013.

**4. Wind Ordinance:** Kristin Collins of Kelly & Collins, LLC was on hand to update the Board and audience on changes needed to the wind ordinance:

- Explained the ordinance in regards to other towns
- There is room for some changes
- Wording changes need to be made
- Definitions need to be clarified, but no major overhaul

**Selectman Clarke** inquired about the use of “may” and “shall” at various points throughout the ordinance and several notes and changes that were made. She also suggested that the Planning Board speak with residents of Roxbury and Byron regarding the pros and cons of their wind project.

**Selectman Withrow** inquired if changes would affect the ordinance. He would like to see it as clean and legal as possible.

**Selectman Daley** stated his position in regards to the health of residents, set-back requirements, the effect a wind project could have on property values and on our way of life. He also spoke at length regarding language within the ordinance, fire response measures, the value of our scenic resources and the de-accessioning of the project.

The Planning Board meets on Thursday, December 20, 2012, 7:00 p.m., Town Office.

On a motion from Mr. Withrow and a second from Mrs. Clarke, the Board voted unanimously to grant permission to Planning Board Members allowing them to utilize Attorney Collins and/or other professional consultants’ services as needed. The Planning Board will elect a contact person.

**5. 2012 Audit - R H R Smith & Co., Ron Smith:** Mr. Smith presented the Board with the 2012 (June 30, 2012) audit with the following comments:

- The required Management Letter for the Waste Water Department was given to the Board of Selectmen
- The town ended the year of June 30, 2012 with a surplus of \$982,000 which is somewhat more than should be kept on hand. However, the town remains rock solid financially
- The books have been maintained and done very well
- He presented the town’s Management Letter included with the audit
- Cash drawer was effected by human error on a few occasions, but the procedures have since been addressed

On a motion from Mr. Daley and a second from Mr. Withrow, the Board voted unanimously to allow the Town Manager to sign a letter of engagement with the auditor for the Water and Sewer Departments’ audit of the year ending December 31, 2012.

## 6. Department Head Reports:

### a. **Police Dept:** Chief Pickett reported on the following:

- The department received a \$5,000 grant for OUI enforcement; and department will be working with other towns to increase enforcement. The grant lasts throughout the year.
- The town has been experiencing thefts recently-construction/wood logging sites, stealing diesel fuel
- Thefts continue to rise. The chief cautioned people to be vigilant and secure all they can around their properties.
- Thanksgiving baskets helped several citizens who take part in “Operation Sunshine.”
- Merry Christmas – please make smart decisions throughout the holidays

### b. **Water Dept:** Mr. White reported on the Revised Water Budget as follows:

- The water meter expense line increased to \$10,000 - 100/new meters at \$140 per meter
- Change the meter at the Middle School- last of the big meters
- \$17,000 in Contingency under expenses

On a motion from Mr. Withrow and a second from Mrs. Clarke, the Board voted unanimously to adopt the Water Department Budget for 2013 as presented. Mr. White also reported as follows:

- The second round of hydrant checks as been completed and a “watch” list of vacant homes has been compiled
- Reservoir switch malfunctioned and was replaced.
- DEP funds will consider Dixfield in 2013. Ten houses located in the well-head protection area can have their oil tanks replaced at no charge.

### c. **Public Works:** Mr. Phair reported on the following projects:

- Storm data will be presented on the next spreadsheet
- RSU 10 will be buying salt from us on trial basis; it will be billed monthly
- Common Road, at the Mease Road intersection, a delivery trailer got hung up and tore up the pavement. This has been repaired. The Police Department contacted the manager at the trucking company and was referred to the cooperate office in Virginia. The insurance adjustor will pay the town \$3450.00 in damages
- 3,000 gallons of waste oil have been collected for use in the P.W. garage
- Met with State officials regarding the paving project on Route 2 from the new Webb River Bridge to the intersection of Hall Hill. This project is planned for April 10, 2013.
- Roads Committee meeting will be necessary in the near future.

- A Public Works employee will return to work January 7, 2013
- Part-time worker, Bob Halacy, will be out two weeks in December due to surgery.
- Mr. Phair will keep an eye on the cold weather in preparation of the hockey rink

## 7. Old Business

### a. Water/Sewer Budgets/Draft 2013 DWSRF IUP

- Dixfield made the list for funding; the Town Manager suggested speaking with Al Hodgson in January and go from there

**Emergency Management Director:** Jay Bernard (EMD) explained his proposal for acquiring a 1967 Brush Truck, Ford F250, ¾ ton, from the Federal Excess Property Division. The acquisition would be good for fire suppression. The truck is in very good shape, has the capacity for pumping and rolling and has always been owned by the Federal Government. The town will have to agree with the Forest Service to keep it undercover, perform maintenance and insure it.

Fire Chief Scott Dennett suggested that he look at it before making a final decision.

On a motion from Mr. Daley and a second from Mr. Belskis, the Board voted unanimously for the Town Manager and Fire Chief to sign the application document for the truck.

### a. Water/Sewer Budgets Draft 2013 DWSRF IUP:

The Sewer Department's 2013 Budget was re-visited by the Selectmen noting that the second bond payment is now due.

Eighty-three 30-day notices have been mailed for outstanding sewer charges; last year there were 110.

On a motion from Mrs. Clarke, and a second from Mr. Belskis, the Board voted unanimously to adopt the revised 2013 Sewer Department Budget as presented.

### b. RSU Withdrawal Committee Appointments: Mr. Jon Holmes, Mr. Todd Blodgett

On a motion from Mr. Daley and a second from Mr. Withrow, the Board voted to appoint Jon Holmes to the RSU WCA as representing the petitioners and Todd Blodgett as representing the average citizen. The vote follows:

<b>Chair Gill</b>	<b>Yea</b>
<b>Selectman Withrow</b>	<b>Yea</b>
<b>Selectman Clarke</b>	<b>Yea</b>
<b>Selectman Daley</b>	<b>Yea</b>
<b>Selectman Belskis</b>	<b>Abstained.</b>

**8. New Business:**

**a. MDOT Mill and Fill Project:** Three manholes have been filled and repaired

**b. Town Report Dedication:** This year’s 2012 Annual Town Report will be dedicated to Charlotte M. Collins, Secretary/Deputy Treasurer who is retiring on January 11, 2013.

**c. Rumford-Mexico Sewerage District Letter:** Sewerage District overflowed-sewer treatment plant with storm water; a letter was received reminding all town’s to be sure to check for areas of compromise.

**d. Sewer Administrative Committee Minutes:** So noted; Selectmen Belskis signed the minutes as Dixfield’s representative and of his approval.

**e. MedCare Rates:** FYI – no change in rates for the coming year.

**f. Close Town Office January 11, 2013 from 12:00 noon to 1:00pm:** On a motion from Mrs. Clarke and a second from Mr. Withrow, the Board voted unanimously to close the offices of the town from 12:00 noon to 1:00 p.m. in honor of Ms. Collins’ retirement party.

**9. Board Questions/Comments:**

**Mrs. Clarke:** announced that on Sunday, December 16, 2012, a “Food Bank Drive” wagon will be in her store’s parking lot from 8:00 a.m. to 1:00 p.m. Those who donate 4 food items or \$5.00 will receive a free t-shirt. There will be an American Girl doll raffle and “Kitty Christmas” donations will also be accepted. The Dixfield Cat Fund’s hearing is scheduled for So. Paris at 3:00 p.m., Wednesday, in the old court building

**Mr. Withrow:** announced that the first RSU Meeting will be held January 2, 2013, 6:00 p.m. at the Superintendent’s office.

**Mr. Daley:**

- Mr. Daley will bring in the Federal Energy Regulation Commission that filed notice on the shady practices of the wind industry. Also, the new Planning Board members should look over the changes to the ordinances. A Dixfield resident asked for a moratorium on wind facilities.

**Mr. Belskis:** He would like to see “Public Comments” back on the agenda for the Board of Selectmen’s meeting.

**Mr. Gill:** Thanked Mr. Gene Skibitsky for his work and service to the community over the past four years.

**10. FYI:** so noted.

**11. Next Meetings:** Monday, January 14, 2013, Ludden memorial Library, 5:00 p.m.

**12. Adjournment:** On a motion from Mr. Belskis and second from Mr. Withrow, the Board voted unanimously to adjourn at 8:16 p.m.

Respectfully submitted,

Charlotte M. Collins

Secretary

/cmc

Attachments