

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, February 13, 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. Skubitsky (Town Manager), Charlotte M. Collins (Minutes), Jim White (Water Dept.), David Phair (Public Works Dept.), Richard Pickett (Chief of Police)

Others Present: Freemont Tibbetts, Danny McKay and others

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 Mrs. Clarke and a second from Mr. Gill, the Board voted unanimously to approve the minutes of January 23, 2012.
3. **Approval of Warrants and Payroll:** On a motion from Mrs. Harvey and a second from Mr. Withrow, the Board unanimously approved the warrants and payroll as listed on the agenda.
4. **Department Head Reports:**

a. **Public Works – Dave Phair:**

- The Maine DOT gave the Public Works Department some of their signs that had to be replaced due to new Federal regulations. We can use them on various streets and other locations, thus saving the town quite a bit of money.
- The McGouldrick Park ice rink is in very good condition; several classes from the schools have been using it.
- The town has saved approximately \$7,035 by using the waste oil at the town garage this winter.
- The department's storm analysis report was given to the Board; roads have been treated 31 times since last fall. The salt/sand reserve is nearly depleted.

- Mr. Donahue asked why the snow blower was not in use more. Mr. Phair stated that due to icing conditions, it was not safe to use the equipment in case a large chunk of ice hit a pedestrian or car.

b. **Water Dept. – Jim White:**

- Twenty (20) meters have been changed.
- Spent much time shoveling hydrants this winter.
- The capital project parts are all in, and the project should be finished by Wednesday.
- Part of the capital program will be to build a shed to house the mower; 6x8 in size.
- There have been no water main freeze-ups this winter.

5. **Old Business:**

- a. **Emergency Operations Plan:** After the Town Manager explained the need for the plan, questions were raised by Board members regarding businesses, records retention, etc. Mr. Skibitsky explained that the basic plan and protocols are to be approved; areas listed such as businesses and records retentions items will evolve over time. On a motion from Mr. Gill and a second from Mrs. Harvey, the Board voted unanimously to approve (with modifications as needed) the Town of Dixfield Emergency Operations Plan as presented; the Board signed the document.
- b. **Sidewalk Design Firm Contract:** The Town Manager explained the procedures involved with the sidewalk project. Wright Pierce will hold a “kick-off” meeting on March 9, 2012, 1:00 p.m. at the Ludden Library. It was suggested that the Public Works, School and Police Departments (as well as others) be invited to attend. On a motion from Mrs. Clarke and a second from Mr. Withrow, the Board voted unanimously to approve the sidewalk project contract with Wright Pierce. The Chairman of the Board of Selectmen signed the contract.
- c. **Electricity Supply:** After researching electricity prices, the Town Manager found that the best option for the town comes from Maine Power Options who helps governments and non-profits. Approximately \$4,900 will be saved each year; all meters on town property as well as street lights will be included in the new pricing. On a motion from Mrs. Harvey and a second from Mr. Gill, the Board voted unanimously to sign a 33-month contract with Main Power Options as the town’s electricity supplier.

6. **New Business:**

- a. **Ted Berry Co., Inc., Force Main Agreement:** The town's Force Main Agreement with Ted Berry Co., Inc. calls for \$6,500 and 100 man hours; however, the price is going to be more—up to \$8,000. There is an end in sight, and there's a contingency account with \$4,500 that can be used toward the work. New signs will be coming with "positive" messages which will better serve the community road traffic.
- b. **Odd Fellows and Rebekahs Scholarship Fund:** The Board read the memo from Charlotte Collins and Vickie Carrier which explained the change needed for the administration of the fund. There were no questions, and by unanimous consent the original guidelines and application will be followed in the future.

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

- a. **Peru Selectmen's Letter:** So noted.
- c. **Public Meeting/Canton Mountain Wind:** A DEP public meeting will be held on Thursday, March 1st at 5:30 p.m. at Canton Municipal Building to discuss the Canton Mountain Wind Project. The Code Enforcement Officer and Planning Board will be advised.
- d. **Ordinance Workshop Meeting:** A meeting has been scheduled for Friday, March 9, 2012, at 9:00 a.m. at the Dixfield Town Office to discuss and work on the ATV and Building Permit Ordinances. At 1:00 p.m. the Board will resume with discussions with Wright Pierce regarding the sidewalk project at the library.
- e. **Sewer System Tour:** The Board of Selectmen will take a tour of the town's sewer system with personnel from Ted Berry Co., Inc., at 10:00 a.m., Friday, February 24, 2012 beginning at the Town Garage.
- f. **Other:** A letter was sent to Hometown Energy (Ike Libby) for the good works he and his staff are doing for the community. A postcard was sent to citizens from Patriot Renewables regarding the wind project. Eva Sassi Taylor, the town's Boston Post Cane Holder, passed away recently. A new "most elderly" citizen must be found to carry on the tradition.

8. **Board Questions/Comments:**

Mr. Donahue: spoke with David Martineau regarding the boiler at the Fire Station; Jim Pike will come and look things over for the Board and give his advice.

9. **FYI:** So Noted

10. **Executive Session:** 1 MRSA 405 (6)(C)-Economic Development; Mrs. Clarke moved and Mrs. Harvey seconded to enter into executive session at 6:16 p.m. to discuss an economic development matter.

The Board came out of executive session at 6:40 p.m.

11. **Next Meeting:** Monday, February 27, 2012, Town Office, 5:00 p.m.

12. **Adjournment:** On a motion from Mr. Gill and a second from Katherine Harvey, the Board was unanimous in adjourning the meeting.

Respectfully submitted,

Charlotte M. Collins
Deputy Treasurer/Secretary

/cmc

Attachments