

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, April 23, 2012

5:00 p.m., Dixfield Town Office

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

Board Members Absent:

Administration Present: Eugene R. Skibitsky (Town Manager), Charlotte M. Collins (Minutes), Chief Pickett

Others Present: Dan Mitchell (ATV Club President)

Press: WVAC, 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. Harvey, the Board voted unanimously to approve the minutes of April 9, 2012.

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. **Police Dept. – Chief Richard A. Pickett**

- The Police Department Report for March 2012 was given to the Board.
- Saturday, April 28, 2012, is National Drug “Take Back” Program. Citizens can take their unused, or unwanted prescription drugs to the Dixfield Police Department located at the Public Works Garage from 10:00 a.m. to 2:00 p.m. An officer will be on duty to assist anyone with questions.
- On Tuesday, April 17th, six juveniles worked at Marble Memorial Park cleaning up the graffiti they had spread around the park. Materials were provided by the school department; parents were very cooperative.
- Kenwood portable radios were purchased through a grant at \$25.00/each. Twelve (12) will be used by the Police Department; four (4) will go to the Public Works.
- At the recent underage drinking party where 30-35 students attended, fifteen (15) summonses have been issued.

5. Old Business:

a. **ATV Ordinance:** Mr. Dan Mitchell was in attendance to help with the finalization of recommendations to the Board regarding the proposed ATV Ordinance that will go before voters in May. Mr. Mitchell stated that he was very involved with the ATV laws in Maine and that the ordinance should serve the town well.

- The clubs rely on Maine Game Wardens for help when issues arise.
- The trails have opened one (1) month early due to the weather.
- There are 7,000 miles of trails in Maine; the largest in the country.
- Access routes are local issues that are decided by local Boards of Selectmen.
- The various clubs would like to change the behavior of some riders through education and ordinances.
- They would like trails made available to two-wheeler bikes.
- The first club was opened in VanBuren.
- Dixfield's club encompasses the Canton border, Swett's Corner to Madrid.

Mr. Mitchell complimented the Board on the ordinance and for working with the club to help improve the use of the trails. The Chief and Mr. Mitchell will work together to incorporate "Dirt bikes" into the ordinance.

b. **Force Main Extension:** The Town Manager reported that the D.E.P. has awarded the town funding to cover the extension and the principal is down \$7,350. The town needs an Asset Management Plan which will inventory the system and plan for replacement and updates in the future. Capital Fund Reserves under the Asset Management Plan for the Water Department would total \$7,200/year while the Sewer Department would total \$3,351/year.

On a motion from Mrs. Clarke and a second from Mr. Gill, the Board voted unanimously to accept and sign the agreement to comply with 2012 CWSRF requirements.

c. **Tax Acquired Properties:** The Town Manager spoke of the list of five (5) tax acquired properties.

- One is nearly paid off.
- One has an agreement in writing to allow a payment schedule.
- One has been placed out for bid twice before.
- The other two are newly acquired.

The Town Manager would like a title search done of four of the accounts in order to be sure of a clean sale. On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board voted unanimously to allow title searches done on the properties and then to bid them out.

d. **Sidewalk Project Public Hearing:** The Town Manager confirmed June 4, 2012 that a Public Hearing will be held to discuss that Sidewalk Project.

6. **New Business:**

a. **Public Works Summer Schedule:** The Public Works Department employee request for an amendment to their summer schedule was unclear. On a motion from Mr. Gill and a second from Mr. Withrow, the Board unanimously tabled this item for next meeting.

b. **Salena Sawtelle Donation Request:** Mrs. Clarke stated that the Outdoor Market Committee often donates to worthy causes such as this and will address the committee the next night. She will ask them if they would care to donate.

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

a. **Rumford Hospital Appeal:** There are no funds available from which to draw a donation.

b. **Water/Sewer Departments Audit:** The 2011 Water/Sewer Departments Audit has been completed and turned out clean. The auditor will be attending a meeting of the Board of Selectmen to talk about the audit and proposed sewer rates.

8. **Board Questions and Comments:**

Mrs. Clarke: stated that the utility poles that are part of the bridge project have been moved and met the deadline. Also, a couple has come forward who may take over the Open Market Day responsibilities. It will definitely "be a go" for August.

Mr. Withrow: will be attending an Elected Officials Workshop in Orono on Wednesday.

Donahue: thanked Mr. Mitchell and the Police Chief for their work on the ATV Ordinance.

9. **FYI:** So Noted

10. **Next Meeting:** May 14, 2012

11. **Adjournment:** On a motion by Mr. Gill and a second from Katherine Harvey, the Board voted to adjourn at 6:15 p.m.

Respectfully submitted,

Charlotte M. Collins
Deputy Treasurer/Secretary

/cmc

Attachments