

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, May 14, 2012

5:00 p.m., Dixfield Town Office

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

Board Members Absent:

Administration Present: Eugene R. Skibitsky (Town Manager), Charlotte M. Collins (Minutes), Richard Pickett (Chief of Police), Jim White (Water Dept.), David Phair (Public Works Dept.)

Others Present: Freemont Tibbetts, Danny McKay, Hart Daley, Flint Christie (Kyes Insurance)

Press: RVAC, Eileen Adams (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 Ms. Harvey, the Board voted unanimously to approve the minutes of April 23, 2012 and May 7, 2012.
3. **Approval of Warrants and Payroll:** On a motion from Ms. 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 – David Phair:**
 - The sweeping at RSU No. 10 grounds was completed in approximately 15 hours
 - The FEMA project on the Valley Brook Road is now complete
 - There was standing water on Chapel Road that needed to be addressed; the culvert was removed and a larger one installed with 12' of gravel
 - The annual town clean-up is nearly complete
 - Grading will begin shortly on Severy Hill; washouts will be repaired
 - The banners have been installed and the benches put out for the summer
 - What flags the department had were put up this week

b. Water Department – Jim White:

- All the dead brush has been cut at the reservoir in keeping with PUC regulations
- Meters have been changed at 42+ homes; the department is still trying to reach several homes that do not respond to letters or phone calls
- The engineer for the Road Committee was going through proposals and discovered a valve that had been shut down at the water plant several years ago. The closing of this valve can cause a considerable impact to our electric bill due to the pressures, etc. It has been adjusted and a savings of approximately \$6.00/day may be realized.
- The master meter at Irving Forest Products, Inc. is shut down as an expensive valve just be replaced right away. Mr. White recommended that this particular valve be replaced every eight (8) years as an under-recording of water usage of approximately 25-30% could result. E.J. Prescott will replace the valve during Irving's July shutdown period.

On a motion from Mr. Donahue and a second from Mrs. Clarke, the Board voted unanimously to approve the sole source expenditure of approximately \$5,000 to E.J. Prescott for a new valve to be installed at Irving Forest Products, Inc. in July 2012.

5. Old Business:

a. Outdoor Market Insurance - Mr. Flint J. Christie: Mr. Christie of Kyes Insurance Agency (the town's insurer) was present to explain the possible need of additional insurance coverage for the town's Annual Main Street Open Market Day. Analysis of the type of committee, control of funds collected and the makeup and placement of vendors were discussed at length. A "rider" may be available to cover the event. After much discussion, the Board thanked Mr. Flint for his attendance and requested additional information concerning the event.

Chief Pickett interjected a short comment on the CPSAT Survey that he sent to the Board of Selectmen, etc. The survey is meant to measure the Police Department's strengths and weaknesses so that the grant can be tailored to meet the town's needs. The Chief requested that everyone do the survey by May 22, 2012.

b. Annual Town Meeting Warrant: The Town Manager explained to the Board that three (3) minor changes were made to the Annual Town Meeting Warrant as follows:

- Article 18 (Social Services) was capped at \$4,601
- Article 25 (Tax Levy Limit) was changed to "written" ballot
- Article 26 (Use of Surplus) was changed to \$110,000

On a motion from Mr. Withrow and a second from Mr. Gill, the Board voted unanimously to approve the Annual Town Meeting Warrant as presented. The Selectmen signed three (3) copies for posting.

c. **Certify ATV, Building Permit and NFPA Ordinances:** The Town Manager presented the Building Permit Ordinance for approval by the Board of Selectmen. He explained the changes suggested by our attorney and explained the Fire Department's NFPA changes that are needed. The ATV, Building Permit, NFPA Ordinances as well as the Finance Committee Rules and Regulations will accompany the warrant when posting. On a motion from Ms. Harvey and a second from Mrs. Clarke, the Board unanimously approved the above ordinances and signed certification papers.

d. **Approve Finance Committee Rules and Regulations.** On a motion from Mrs. Clarke and a second from Mr. Withrow, the Board approved the Finance Committee Rules and Regulations to be presented on the Annual Town Meeting Warrant.

e. **Wind Ordinance – Next Steps:** The Deputy Treasurer presented a “Wind” folder to the Board members that included copies of the emails, letters and handouts that were given to them by the citizens at the May 9, 2012 Public Hearing. Also included were minutes of the meeting. The miscellaneous notes are on file in the master folder.

1. Mrs. Clarke: would like to see and “Yes/No” vote for wind instead of a “Yes/No” vote for the wind ordinance.
2. Mr. Withrow: felt that town citizens were not aware of the positive side of the wind project. Citizens need to understand how the town could benefit from it, not just hear the down side.
3. Ms. Harvey: suggested that the town wait until November 2012 to hold a vote on the issue and there will be a large turnout at the time.
4. Mr. Gill: felt that this was a huge decision for the town and we should make every effort to get it “right”. The tax base is very unstable at the time; also felt that November was the best time for a vote on an ordinance.

The Town Manager explained that Patriot Renewables are in the process of doing wind and environmental studies. These studies will give us the answers that we're unable to give at the present time. He suggested that the wind article on the Election Warrant be withdrawn. The Board of Selectmen agreed; the article will wait until November.

6. **New Business:**

a. **AVCOG Representatives:** Selectman Harvey and Town Manager Skibitsky both agreed to serve again as the town's representatives to AVCOG.

- b. **MMA Legislative Policy Committee:** Tabled until the May 29th meeting.
- c. **River Valley Animal Advocates Request:** The request came too late to include in the coming budget period. It was suggested that the Animal Control Officer make a recommendation to the Board at the end of June (end of our fiscal year). On a motion from Mr. Gill and a second from Ms. Harvey, the Board voted unanimously to donate the recommended amount from the Animal Control Account to the RVAA.
- d. **Odd Fellows and Rebekahs Scholarship Committee:** On a motion from Mr. Withrow and a second from Ms. Harvey, the Board voted 3-0 for Mrs. Clarke and Mr. Gill to make recommendations as a committee regarding the dispersal of Odd Fellows and Rebekahs Scholarship funds.
- e. **Eaton Peabody Release:** On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board voted 4-0 (Mrs. Harvey abstained) to terminate the town's agreement with Eaton Peabody and contract with Matthew Eddy for his expertise with TIFs. Mrs. Eddy was working for Eaton Peabody, but has since works out of Brunswick as a planner specializing in TIFs.
- f. **Summer Schedule – Selectmen and Public Works:** The Board of Selectmen will meet once a month throughout the summer unless special meetings are needed:

Monday, June 18, 2012, 5:00 p.m., Town Office
Monday, July 23, 2012, 5:00 p.m., Town Office
Monday, August 27, 2012, 5:00 p.m., Town Office

On a motion from Mr. Gill and a second from Mrs. Clarke, the Board voted unanimously to approve the above summer schedule for the Board.

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

- a. **RSU No. 10 Budget:** The school increased its budget by \$128,000 (close to one mil on the tax rate).
- b. **July 4th Celebration – Committee Request:** So noted. Mrs. Clarke added that a 4th of July Concert will be held at the Village Green on July 4, 2012 from 4:00 p.m. to 7:00 p.m. with Sammie Angel in concert. There will be plenty of time for those people who wish to catch the fireworks in Rumford to do so.
- c. **J. E. O'Donnell Letter:** The town's assessing contractor will be certifying the town 110% which will increase the Homestead Exemption.
- d. **Other:**

- Town Manager Skibitsky explained that the Public Works Department will work four (4) nine-hour days and one four-hour day on Friday. On a motion from Mr. Withrow and a second from Mrs. Harvey, the Board of Selectmen approved the summer schedule for the Public Works Department.
- Mr. Skibitsky spoke with personnel from the Maine DOT regarding the Route 2 Project. The continuing construction will not take place until 2014. The alignment of the road near the Bluff and the corner by the Canton Point Road is of great concern.
- The Webb River Bridge Project will be gearing up for blasting this coming week. Fifteen minutes should be the longest waiting period. Blasting will take place from 9:00 a.m. to 2:00 p.m. or 10:00 a.m. to 2:00 p.m.
- The town received a \$10,000 donation from J. Cashman.

8. Board Questions/Comments:

Mrs. Clarke: The Economic Development Committee is planning a “Bullrock Coming Out” party for June 6, 2012. Cake and punch are planned for refreshments with free t-shirt give-aways.

9. **FYI:** So noted.

10. **Next Meeting:** Tuesday, May 29, 2012, Town Office, 5:00 p.m.

11. **Adjournment:** On a motion from Mr. Gill and a second from Ms. Harvey, the Board voted unanimously to adjourn at 7:20 p.m.

Respectfully submitted,

Charlotte M. Collins
Secretary

/cmc

Attachments