

**TOWN OF DIXFIELD**  
**Minutes of Meeting**  
**Board of Selectmen**  
**Monday, February 25, 2013**  
**5:00 p.m. Ludden Memorial Library**

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

**Board Members Absent:** Hart L. Daley

**Administration Present:** Eugene Skibitsky (Town Manager), Samantha Hill  
(Secretary), Chief Richard Pickett

**Citizens Present:** Dan McKay

**Press:** WVAC

**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:** Accepted as read by Chairman Gill.

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

**4. Public Comment:** None

**5. Department Heads:**

**a. Police Dept.: Chief Pickett**

- Chief handed out the Departments Incident Report for the month of January to the Board members.
- Reports of theft and burglary are on the decrease.
- Concealed Weapons Permits are on the increase.

**6. Old Business:**

- a. Bangor Savings Investment Account:** Need action from the Board to switch current Bank Account to an ICS Sweep account so that if the account balance goes over \$250,000 it is FDIC Insured. There will be no monthly service charge and has a current interest rate of .15%. On a motion from Mr. Belskis and second from Mr. Withrow, the Board voted unanimously to switch to the ICS Sweep account.

- b. **DWSRF Project:** Mr. Skibitsky handed out a letter he received from Normand Lamie from the Maine Drinking Water Program. The Chief Engineer is looking for confirmation of interest in the SRF loan that will need to be approved through the Maine Municipal Bond Bank. Once the Board approves to move forward with the project then it will be brought to the Town Meeting for approval. On a motion from Mr. Withrow and second from Mrs. Clarke, the Board voted unanimously to go forward with the DWSRF Project.
- c. **Roads Committee:** Mr. Skibitsky went over the minutes from the last Roads Committee Meeting on February 14, 2013. The SRF Project will be covered by the potential of CDBG funding (which an AVCOG Representative is going to be asked to come to a meeting to explain this type of funding), the Water/Sewer Department Budget and also the Road Construction Reserve Budget.
- d. **Town Garage:** A.E. Hodson will be able to do a commercial assessment on the Town Garage for \$600-\$800 on Thursday, February 28, 2013. The funding for the assessment will come out of the Building Maintenance Budget. On a motion from Mr. Withrow and second from Mr. Gill, the Board voted unanimously to approve A.E. Hodson to do the commercial assessment.

#### 7. New Business:

- a. **AVCOG Proposed Slate of Officers:** FYI
- b. **Other:**

#### 8. Other Business:

- a. **Correspondence-** so noted.
  - Roles of Elected Officials & Municipal Managers Workshop- April 11, 2013 in Pittsfield or June 13, 2013 in Dedham
  - Roadway Fundamentals for Municipal Officials-several locations throughout the state over the next few months. Mrs. Clarke feels that we should send a representative to attend the meetings so that the Board can make better informed decisions.
- b. **Other**

#### 9. Town Manager's Report:

- a. **Union Contract Negotiating Committee-** Mr. Skibitsky needs to set up a date for the Negotiations Committee to meet and start looking over the wants and needs of the Union Members. Mr. Skibitsky suggested March 14, 2013. He will email Mr. Daley to see if his schedule is clear for that date.
- b. **Updated Phone System Consolidation-** Police Department, Water/Sewer Department, Public Works Department and the Town Office are looking into consolidating and upgrading the current phone system. This will tie all the offices together on one system, and upgrade certain functions like

allowing voice mail and call forwarding for the Police Department to the Oxford County Dispatch. Chief Pickett has part of a Grant through the Police Department that will be used to help pay for the new equipment needed. Have met with Time Warner, Fair Point Communications and CTI (a local Independent Contractor) to get the best possible package.

- c. **1967 Ford F-250 4 x 4 Utility Truck-** Needed signature from Chairman Gill on the Agreement for Temporary Loan of State or Federally Owned Property.

**10. Board Questions/Comments:**

**Mr. Gill:** Would like to develop a Code of Ethics Policy for the Board of Selectman. He handed out 3 different town Policies and asked that the members look over the information provided so that the Board can start to develop a Policy for the Town of Dixfield.

**Mr. Withrow:** Updated the Board on the RSU 10 Withdrawal Committee. The Committee is waiting on legal counsel advice on the start of a proposed plan from the RSU 10 Board. Chairman Gill requested that the RSU 10 Withdrawal Committee be added to the agenda under Old Business for updates at each meeting.

**11. FYI:** so noted.

**12. Next Meeting:** March 11, 2013, 5:00 p.m., Ludden Memorial Library

**13. Executive Session:** On a motion from Mr. Withrow and second from Mrs. Clarke, the Board voted unanimously to go into Executive Session.

**a. Labor Negotiation**

**14. Adjournment:** On a motion from Mr. Withrow and second from Mr. Belskis, the Board voted unanimously to adjourn at 6:15 p.m.

Respectfully submitted,

Samantha A. Hill

Secretary

/sah

Attachments