

**TOWN OF DIXFIELD**  
**Minutes of Meeting**  
**Board of Selectmen**  
**Monday, April 8, 2013**  
**5:00 p.m. Ludden Memorial Library**

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

**Board Members Absent:**

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

**Citizens Present:** Dan McKay, Freemont Tibbetts, Mr. Martin

**Press:** 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. Executive Session:** Economic Development 1 M.R.S.A. § 405(6)(C)- On a motion from Mr. Belskis and second from Mrs. Clarke, the Board voted unanimously to go into Executive Session.

Executive Session ended at 5:46

**3. CDBG Program:** Amy Landry a representative from AVCOG handed out packets with details on the different types of funding programs that the Town could possibly qualify for. She stated that the Income survey will need to be started as soon as possible so that the Town can see if they qualify to apply for funding. A letter of intent will need to be written and submitted to AVCOG by January 2014 and the application by March 8, 2014. Mr. Skibitsky will follow up with Ms. Landry to get feedback on the survey and application process.

**4. Approval of Minutes:** Accepted as read by Chairman Gill.

**5. Public Comment:** Dan McKay requested that the Board review the following list of items that the citizens would like to have put on the Warrant at the Town Meeting in May:

- a. Considering varying interpretations of the State's Tangible Benefits Rule on Industrial Wind Energy Projects, and considering part of the Saddleback Ridge Wind Project is in Dixfield, could the board research and provide answer to whether Dixfield is entitled to negotiate tangible benefits with Saddleback Ridge Wind LLC on the Carthage project?

- b. With parts of Severy Hill a disaster each spring thaw, could the board research how road construction projects are prioritized for Dixfield? Could the Board find out when and why priority criteria was developed?
- c. Each annual town meeting, an article requiring vote on the interest rate to be applied to delinquent taxes is on the warrant. Could the board research this to see if the town is required to apply an interest rate for delinquent taxes?
- d. During annual town meetings of the past, the voters were asked if the town would give collected snowmobile registration fees to the local snowmobile club. Could the board research and explain why this article is no longer on the warrant?
- e. Last year, Dixfield voters rejected the RSU 10 budget by ballot vote in June. Could the board research and disclose what recourse then can come up with to help the overburdened taxpayer in considering a budget rejection like this to setting the overall mill rate?
- f. With the State contemplating various budget cuts, some that would drastically lower a traditional revenue source to Dixfield, could the board research the state proposals and with consideration to the worst case scenario, tell the voters at the town meeting what the increase in taxes would be on a \$100,000 property valuation for a Dixfield resident if all the budget articles on the warrant are passed in the amounts recommended by the board. Please consider an average school budget increase. Please consider the scenario of no allocation from surplus as well as the board's recommended amount of surplus.

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

**7. Department Head Reports:**

**a. Public Works- Dave Phair:**

- Still trying to set up a Mailbox Policy, will hopefully have it for the next meeting.
- Mr. Phair spoke with the DEP and they have stated that we will not need any permits to demo the fuel tanks. Mr. Phair contacted a couple vendors in regards to decommissioning the fuel tanks. He had hopes that there would be some value to the equipment but it is turning out that there is not. There is a possibility of using 1 of the tanks for waste oil storage. It has been suggested by the Board to send the project out for bid to see if there are any local companies that would be willing to take over full responsibility to move the equipment as is.
- A lot of road patching has been completed.
- Road sweeping has started, Weld Street was completed today and hoping Main Street will be completed tomorrow. They are trying to avoid as much dust as possible.
- The legion has ordered the years quantity of American flags.
- Cemeteries will not need a lot of work to open this year.

- Department is looking to order the covers and frames to replace the state basins before the project starts this summer.
- Rock and gravel was added to repair the wash out on Severy Hill.
- Department is at 95% of overtime
- Used 1017 yards of sand, 635 tons of salt
- Crews had to go out 46 times this winter, Mr. Phair checked with the state and they were out quite a few times and they were also almost at their budgets as well.
- A.D. Electric came and repaired an open loop in the lines that controls the traffic light to stop the long delays that were occurring.

**b. Water Dept. - Jim White:**

- Meter changes have started
- Flushing of the Fire Hydrants has started, Main 1 was completed today. Mains 2, 3 and 4 will be completed by Thursday.
- Mr. White asked for approval from the Board members to contract the Ted Berry Company Inc. for the Pine Street construction project. On a motion from Mrs. Clarke and second from Mr. Withrow, the Board voted unanimously to approve the Ted Berry Company Inc. as the contractor for the project as outlined in their proposal.
- Mr. White needs approval from the Board members to be able to buy the materials needed for the summer construction project. On a motion from Mrs. Clarke and second from Mr. Withrow, the Board voted unanimously to approve ordering the materials of \$7500 through A.J. Prescott.

**8. New Business**

**a. Drinking Water SRF Pump Station Upgrade Application-** Mr. Skibitsky received a letter from Normand Lamie, Chief Engineer for the Maine Drinking Program that stated since the initial project award letter on February 8, 2013 placing the water main replacement project on the Backup List, several projects have dropped off the Primary list and the Town of Dixfield's project has been moved up to the Primary List. Mr. Lamie needs to know from the Board if they are still interested in the project for 2013. On a motion from Mr. Withrow and second from Mr. Daley, the Board voted unanimously to move forward with the project as outlined. The project will need to go to the Town Meeting for funding approval by Town vote.

**9. Old Business:**

**a. Key Bank Investments-** As per the March 25th Selectman's meeting Mr. Skibitsky provided Mr. Daley a copy of the Investment Portfolio for him to review. Mr. Skibitsky has requested a representative from Key Bank to attend the June 10th meeting to talk with the Board members.

**b. Moderator-** On a motion from Mr. Withrow and second from Mr. Belskis, the Board voted unanimously to contact David Duguay to be the moderator for this year's Town Meeting.

**c. Report of RSU 10 Withdrawal-** Mr. Withrow informed the Board Members that the Dixfield Withdrawal Committee has sent a draft of their proposal to the RSU 10 Board which was meeting tonight, for their review and approval. If they agree with the proposal, then it will be sent to the Town of Dixfield to be put to vote. Legal counsel is drafting up the Article to end the Withdrawal Process to be ready for the June vote. Board members would like to know if a public hearing is going to be needed before June to discuss the end of the Withdrawal Process.

**d. Negotiations-** On a motion from Mr. Withrow and second from Mr. Belskis, the Board voted:

Yay- Mr. Withrow, Mr. Belskis and Mrs. Clarke

Abstained- Mr. Gill and Mr. Daley (as they are on the negotiating committee)

To give the Negotiating committee members the authority to reach a tentative agreement, pending the Selectman's decision, with the Union in regards to the new contract.

**10. Correspondence:** so noted.

**a.** Thank you card from Western Valley Access Channel for the Town's yearly contribution.

**b.** Letter was received from John Rodrigue with the MDOT stating that Bruce Manzer was awarded the contract for the Sidewalk Project for Dixfield.

**c.** Email from Michael LaBerge with the MDOT was sent to Mr. Skibitsky containing the construction agreement for the Safe Routes to School project. A signature was required then the agreement could be returned to Mr. LaBerge.

**d.** A letter was sent to Mr. Skibitsky from the DEP's Compliance Inspector who inspected the Town's snow dump areas. She is requesting that the Department's Snow Dump Information Request Form be submitted by April 30, 2013. Mr. Skibitsky and Mr. Phair were unaware that there was a form that needed to be submitted to the DEP. They will put the information together and get it right out to the Inspector.

**e.** MMA is looking for Executive Committee Members, if interested any Selectman can apply individually.

**f.** Pace Loan- Mr. Skibitsky received a request from a resident requesting that the Board look into passing an Ordinance for residents to be able to take advantage of the programs that Pace has to offer. The Board would like to have more information on this Program before they make any decisions. Mr. Skibitsky will research and bring back to the Board for review.

## **11. Board Questions/Comments:**

**a. Mr. Daley-** Wanted to make sure that with the letter that was received from the DEP Compliance Inspector in regards to our Snow Dump Inspect that we were not going to be fined. The letter stated that they had first contacted the Town back in 2009 in regards to reporting certain requirements to the DEP. Mr. Skibitsky understood that as long as we turned in the requested information by the deadline of April 30, 2013 that everything would be fine.

Mr. Daley requested that the Board assign a Selectman to research the questions that Mr. McKay has brought before the Board so that come time for the Town Meeting they would be prepared to answer them. Mr. Withrow and Mr. Gill feel that they questions can be answered and recorded for Mr. McKay and not be brought forth to the Town meeting. Mr. Skibitsky has been asked to answer Mr. McKay's questions and bring them back to the next meeting.

**b. Mr. Belskis-** Would like to know when Water/Sewer Dept. will be able to start paying back the Loan owed to the town. Mrs. Brann stated that after the first Quarter it is at 26% of Budget. Mrs. Brann is going to get exact figures to Mr. Belskis tomorrow. Mr. Skibitsky stated that he is waiting for a response from the Auditor as to her recommendation for the best time frame for the loan to start being paid back.

**12. FYI:** so noted.

**13. Next Meeting:** April 22, 2013, 5:00 p.m., Ludden Memorial Library

## **14. Warrant Articles and Departments:**

### **a. Warrant Articles for the Town Meeting-**

- Building Permit Ordinance
- Loan for New Public Works Truck
- Use Surplus for Sidewalks

### **b. Warrant Articles for June Vote-**

- RSU 10 Withdrawal
- Straw Vote to see if there is an interest in putting the approval of the Budget items to Secret Ballot in June.

### **c. Warrant Articles for November Vote-**

- Pace Ordinance
- Borrow for SRF Funds (Water)
- Borrow for Road Projects

### **d. Department Budgets-**

- Executive Department
- Police Department
- Fire Department

- Library
- Boards and Committees
- Public Safety
- Code Enforcement
- Recreation
- Insurances
- Social Services
- Regional
- Miscellaneous
- Reserve Accounts
- Debt Service
- General Assistance

On a motion from Mr. Withrow and second from Mr. Belskis, the Board voted unanimously to approve all the above Articles for Warrant and Department Budgets listed.

The Board would like to have more discussion with Mr. Phair in regards to the Public Works and Grounds Budgets before giving a final approval for the Town Meeting Warrant. They will have Mr. Phair come to the April 29, 2013 Board of Selectman's meeting to discuss those 2 budgets further.

**15. Adjournment:** On a motion from Mr. Daley and second from Mr. Belskis, the Board voted unanimously to adjourn at 8:30 p.m.

Respectfully submitted,

Samantha A. Hill  
Secretary

/sah  
Attachments