

TOWN OF DIXFIELD
Minutes of Meeting
Board of Selectmen
Monday, June 3, 2013
5:00 p.m. Ludden Memorial Library

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

Board Members Absent: Norine H. Clarke

Administration Present: Linda Pagels-Wentworth (Town Manager), Vickie R. Carrier (Deputy Town Clerk),

Citizens Present: Dana Whittemore, Edward Ellis, Brett Miller, Key Bank Representative

Press:

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. Public Hearing: Special Amusement Permit- American Legion Post #100-Cribbage
Public Hearing: BYOB Function-American Legion Post #100 - Edward Ellis was present to answer questions as to the date and if the Dixfield Police Department had been notified of the function. He assured the board the Police had been notified and that the Legion would be overseeing the function.

3. Investment Fund Key Bank Update: Mr. Brett Miller, CFA, Vice President, was present to answer questions about the income of the portfolio at the previous Town Manager's request. Mr. Daley asked about the interest being very low and Mr. Gill asked about what controls the town has. Key Bank is an agent on the town's behalf. The interest income has increased approximately 24% over the past 3 years.

4. Approval of Minutes: The minutes of May 13, 2013 were approved as read by Mr. Gill.

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

6. Town Manager's report:

- Friday, June 14, 9:00 a.m., Town Office – Labor negotiations
- There is an employee out on Family Medical Leave- The town has no policy as this time. Robert Withrow made the motion to adopt an interim Family Medical Leave policy (attached) until a permanent one can be approved, seconded by Mr. Daley. Motion unanimous.

- There is a vacancy at the town office at this time. Mr. Belskis made the motion to continue working with the current staff and to authorize the Town Manager to continue to pursue Option 1, seconded by Mr. Withrow.
- The Town Manager will meet with the non-union employees to inform them of the insurance benefits of NNEBT and MMEHT.
- There is a conference call scheduled for June 7, 2013 on the CDBG application.
- The Town Manager explained the tangible benefits of the Canton Project which would be the revitalization of McGouldrick Park. There would be payment of \$10,000 up front and \$2,000 each year thereafter as long as the turbines operate in Canton. This project does not affect any other town's projects. Mr. Belskis made motion to accept the project and Mr. Withrow seconded. Motion unanimous.
- Keys for the town office will be logged out and security needs to be improved.
- Thursday, June 6, the Public Works Department will be attending Highway Congress in Skowhegan.
- Severy Hill project is coming very well as they are hauling gravel and have lowered the ditches.
- Sewer system asset management plan will be developed shortly
- Investment funds – Maine Community Foundation is another option to consider
- The Town Manager requested that RH Smith continue with the audit for FY 2013. Mr. Daley made motion to continue with RH Smith, seconded by Mr. Belskis. Motion unanimous. The Water & Sewer final audit should be available at the next meeting.

7. Department Head Reports:

a. Police Dept.: Chief Pickett-

Chief Pickett was not in attendance as he is on vacation. The April report was provided and Chief will submit May report and attend the next Selectmen's meeting.

8. Old Business:

a. Authorization for Town Manager to sign MDOT Project Agreement and Appendix- Mr. Withrow made the motion for the Town Manager to sign the MDOT Project Agreement and Appendix, seconded by Mr. Belskis.

b. Special Amusement Permit – American Legion Post #100-Cribbage: Mr. Belskis made motion to approve the permit, seconded by Mr. Withrow. Motion unanimous.

c. Special Amusement Permit – American Legion Post #100-BYOB Function: Mr. Belskis made motion to approve the permit, seconded by Mr. Daley. Motion unanimous.

9. New Business:

a. Authorization to advertise for Seasonal Public Works Employee – Mr. Daley made motion to approve advertising for the Seasonal Public Works position at 40 hours per week at minimum wage, seconded by Mr. Belskis. Motion unanimous.

10. Other Business:

a. Correspondence- A "thank you" card was received from Mr. Cleon "Kip" Fletcher for Citizen of the Year. So noted.

b. Abatement Request-

11. Board Questions/Comments:

- a. Mr. Belskis questioned the minimum rate of sewer on the users who have no water service and if there is a way to regulate this.
- b. Mr. Daley asked why the town office worker on probationary service was let go. The Town Manager explained why that information cannot be provided to the board.
- c. Mr. Gill thanked the board for the past year as his term will be up June 11, 2013.

12. FYI: so noted.

13. Next Meeting: June 24, 2013, 5:00 p.m., Ludden Memorial Library

14. Executive Session: 1 M.R.S.A. §841- Mr. Withrow made motion to go into Executive Session at 6:25 p.m., seconded by Mr. Daley. Motion unanimous. The board reconvened regular session at 6:30 p.m. On a motion from Mr. Daley and a second from Mr. Withrow the board voted to deny the Abatement Application received pursuant to 36 M.R.S.A. §841 as the property is not in danger of imminent foreclosure and the applicant has available resources through her mortgage holder to avoid future foreclosure. Motion passed 4-0.

14. Adjournment: On a motion from Mr. Withrow and second from Mr. Belskis, the board voted unanimously to adjourn at 6:40 p.m.

Respectfully submitted,

Vickie R. Carrier
Deputy Town Clerk

/vrc
Attachments