

**TOWN OF DIXFIELD  
Minutes of Meeting  
Board of Selectmen  
Monday, Sept. 23, 2013  
5:00PM, Ludden Memorial Library**

**Board Members Present:** Malcolm Gill, Dana Whittemore, Robert Withrow, Scott Belskis, and Hart Daley.

**Administration Present:** Linda Pagels-Wentworth (Town Manager).

**Citizens Present:** Freemont Tibbetts, Walter Newman, Norine Clarke (Recorder of Minutes).

**Non-Citizens Present:** AE Hodsdon, Leo Jolin.

**Press:** WVAC TV 7, Cherri Crockett RFT, Matthew Daigle Sun Journal.

**1. Call Meeting to Order:** Chairman Gill called the meeting to order at 5:02 PM and led the Pledge of Allegiance.

**2. Agenda Adjustments:** None.

**3. Approval of Minutes**

Hearing no objections, the Minutes were accepted as presented.

**4. Approval of Warrants and Payroll**

Hearing no objections, the Warrants and Payroll were accepted as presented.

**5. Department Head Reports**

a. Police Department

Chief Pickett was unavailable due to medical leave.

**6. New Business**

None.

**7. Old Business**

**a. AEHodsdon Proposal for Professional Services-DWSRF & CWSRF**

For the Pine/North St. Project there will need to be full time "Observers" to satisfy the DEP and the Drinking Water Program. Pages 1-13 of the contract are "boilerplate" contract text using the EJCDC standards for the format and accepted by the EPA.

Mr. Whittemore questioned 6.01 H. Mr. Hodsdon clarified that the Observer does not tell the contractor how to do their job but if the work is not safe or appropriate, they are able to stop the work.

Mr. Belskis questioned 6.10. He was concerned about the responsibility of the Town in case of problems. In the contract, Town is the owner. Mr. Hodsdon explained if the engineer causes a problem, the Town and engineer might have to cover the cost of a mistake but the Town would not take engineer to court.

All funding is in place except the CBDG grant. The DEP Clean Water money, the Drinking Water Program money and the Maine Municipal Bond Bank are all ready to go. The CBDG money can be used for anything under the road, but not the road itself.

Some of the work listed in the contract has already been done to get the program started. If the area of the project changes, there will probably not be any changes in the contract.

Mr. Withrow made a motion that approval be given to the contract with AE Hodsdon for work to be done in Dixfield. Motion seconded by Mr. Whittemore vote was all in favor.

#### **b. AE Hodsdon Public Works Garage Report**

The Public Works building was designed for the south. Here in the north, when the snow builds up on the roof, the heat from below melts the snow and the water goes up underneath the sheet metal seams. The water can not run off the roof because of the snow and the roof is not steep enough to let the snow slide off. Sealing the seams is the only solution, but it will happen again because the metal sheets shift with the changing temperatures throughout the year.

On the inside, the water gets in to the fiberglass insulation which makes it heavier and makes it fall. Mr Hodsdon recommended that the seams be sealed this fall even though it will have to be done on a regular basis unless the design of the roof is changed. Mr. Hodsdon said he could put together a “spec” package for a by invitation bid to move the process along because of time constraints.

Mr Belskis made a motion to allow the Town Manager to put the job out to bid. Mr. Daley seconded and all were in favor.

It was recommended that the insulation be repaired and to check the ceiling in the break room.

Mr. Belskis made a motion that bids be solicited for replacing the roof which was seconded by Mr. Daley. Vote: all in favor.

Mr. Hodsdon also reported that he is working with Ted Berry on an asset management plan for the Sewer Dept. Some of the funding came from the loan forgiveness for the new bridge construction. Next year they will work on a plan for the Water Dept. Mr. Jim White has a great deal of that work already done.

#### **c. Consideration MRI inter-municipal proposal / LEAN**

There have been no responses to the questions asked about MRI. Two towns will have different needs and three towns would make it even more difficult. The LEAN program can be tailored but MRI can not. LEAN is recognized as a National Management Model and can be accessed a number of ways. By consensus, it was decided that Dixfield is not ready to join in the MRI program. Questions raised were: What would be the cost for different

departments? and What are other options for different departments? Safety Works is a program that can go through the departments prior to inspections by the State and be able to address issues in advance.

Mr. Belskis made a motion to go forward with researching the costs of the LEAN programs. Mr. Daley seconded and all were in favor.

#### **8. Public Comment / Correspondence**

Fire Chief Dennett has applied for a grant for the Fire Dept.

Key Bank is preparing a proposal for other ways they could serve Dixfield.

There was no Public Comment.

#### **9. Board Questions/Comments**

Mr. Whittemore would like to attend the dinner given by the Legion for the Boy's and Girls's State attendees.

Mr. Belskis asked what had been learned about the voting referendum. The Town Manager has not been able to meet with the town manager of Jay. Mr. Belskis acknowledged that other towns are having issues with the referendum process.

One of the local issues is the use of "move the question" motions at Town Meeting. It was noted that it requires a 2/3 vote to pass.

The secret ballot worked well at the last town meeting. It was suggested that the selectmen needed a proposal to discuss.

#### **10. Next Meetings**

The next meeting list was discussed and Mr. Whittemore asked for clarification about the time given for Selectmen's meetings. They are all to be held at 5:00pm.

#### **11. Adjournment**

Mr. Withrow moved that the meeting be adjourned. It was seconded by Mr. Whittemore. All in favor.

Respectfully submitted,

Norine H. Clarke, recorder of minutes  
nhc/