

TOWN OF DIXFIELD
Minutes of Meeting
Board of Selectmen
Monday, Dec., 9, 2013
5:30PM, Ludden Memorial Library

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

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

Citizens Present: Freemont Tibbetts, Norine Clarke (Recorder of Minutes)

Non-Residents Present: Matthew Tarasevich

Town Employees: Water Supt. J. White, Chief Richard Pickett, CEO Calvin Beaumier.

Press: WVAC tv 7, M. Daigle Sun Journal

1. Call Meeting to Order: Chairman Gill called the meeting to order at 5:30 PM and led the Pledge of Allegiance.

2. Agenda Adjustments: To move moved to just prior to consideration of Item 6.

3. Approval of Minutes: Hearing no objections or corrections, Chairman Gill declared the minutes accepted as presented.

4. Approval of Warrants and Payroll: Hearing no objections or corrections, Chairman Gill declared the Warrants and Payroll accepted as presented.

5. Department Head Reports:

a. Water Dept.: James White reported that the Asset Management plan is 95-98% completed. The State would accept it as it is but there will be a few adjustments.

The SCADA update is 98% complete.

The leak at the low income housing unit has been dealt with.

The winter watch list has started for the vacant houses and the meters are being read once a week.

They are in the process of putting anti freeze in the hydrants.

Mr. White made a proposal for a change in the billing cycle. He recommends that the larger meters (1 inch and above) be on a monthly billing cycle. There are 21 accounts: nine 1 inch, six 1 1/2inch, five 2 inch and one 6 inch. It will increase the cash flow but cost extra for postage. The 6 inch meter at Irving stopped working a while back and it took a while to catch up to it (costing the town about \$10,000) because the meters are only read quarterly. Mr. Daley asked to have the proposal in writing.

Water Department Budget (calendar year).

In Capital Expenses, Meter Program, the proposal is the same as last year to purchase 60 meters. The purchase is made along with Mexico to get a better price.

Dixfield's 05 pick up truck needs to be replaced. In June 2014, Mexico will replace their 2010 truck. They change trucks every three years and purchase it fully outfitted. The 2005 will have 34-35,000 miles on it. Dixfield could purchase the truck for the trade-in price offered to Mexico.

Mr. Belskis asked about the leak at the low income housing unit and wondered what the protocol was for reporting such issues. There was a 3 week wait before the CEO was notified. The leak was on the property owner's side. Mr. White said the color in the water came from plastic piping and was an aesthetic, not a health, problem.

It was decided to hold a decision on the budget and the proposed change in billing until the Dec. 16 meeting.

A decision is needed soon for the meter purchase with Mexico in order to fit the time frame. Mr. Whittemore made a motion to go ahead with the meter purchase and it was seconded by Mr. Belskis. All were in favor.

6. New Business: Consideration of Mexico Water Contract Agreement 2

Mr. Daley made a motion at 6:05 p.m. to enter Executive Session at 6:05 for Legal Consultations with Legal Counsel: M.R.S.A. §405 (6)(E).

It was seconded by Mr. Belskis and voted 5-0. The meeting resumed at 6:40 with Item 6.

A proposal was made to change the billing portion of Water and Sewer by contracting these Administrative Services to the Mexico Water District. A \$5620 savings on each department could be made by re-locating the administration from Dixfield to the Mexico department. There is no need for the Town of Dixfield to continue the billing function. Most water and sewer account questions will still be answered in the Town Office. Some questions would be directed to the Water District. However, telephone inquiries will be able to be directly transferred to the Water District extension/voice mail. Payments would still be collected at the Dixfield Town Office and the Town Office work load would not be increased. It would be a one year contract to start.

Mr. Withrow made a motion to accept the agreement to have the Mexico Water Department cover the administration of Dixfield's billing. It was seconded by Mr. Daley.

Mr. Belskis said he would prefer to handle the town's business "at home". Mr. Whittemore said he liked the savings but did not like the timing. Mr. Daley said that consolidating services reduces manpower but savings lower taxes. The vote was Mr. Belskis and Mr. Whittemore no and Mr. Gill, Withrow and Daley yes.

7. Old Business

a. Town Manager's Working Foreman Appointment

The hiring committee met with three really good candidates and any one of them could have handled the job the Town Manager reported but on Friday the 6th, she offered the job to Calvin Beaumier, Dixfield's current CEO. He will continue to hold that position. He accepted the offer.

The Town Manager made a request that the title of Working Foreman be changed back to Public Works Director. Mr. Whittemore made the motion to do so and it was seconded by Mr. Belskis. All were in favor.

8. Public Comment / Correspondence

There was no correspondence.

Mr. Tibbetts said that a picture was worth a thousand words but a video was priceless and gave copies of three tapes to the Selectmen. They are concerning a section of road with a road crossing safety issue for recreational vehicles. Mr. Tibbetts will continue to meet with the Town Manager about the issue. A press statement is being prepared by Chief Pickett regarding issues in general regarding safety awareness and regulations pertaining to ATV and snowmobiles in Dixfield.

9. Board Questions/Comments:

Chairman Gill requested a moment of silence for Ralph Clarke who passed on Dec. 1, 2013 and had been active on many Boards in town for which Mr. Gill expressed gratitude.

Mr. Withrow no comment

Mr. Whittemore commented that he appreciated the work done to get the cemeteries ready for winter.

Mr. Belskis and Mr. Daley expressed concerns for a portion of Rt. 142 near the town line where black ice forms. Mr. Beaumier noted the comments.

Mr. Belskis showed a test panel of foam insulation to the Board. It had been prepared by Grady Littlehale of Dixfield Foam to exhibit the ability to affect the temperature and dryness where it is used.

Mr. Daley presented a copy of a job report sheet from another town to use as a sample.

11. Next Meetings:

There will be a Selectmen's meeting at 5:30 on Monday, Dec. 16 at the Ludden Memorial Library.

Each Selectman will be interviewed via telephone as part of the on-going Police Department Study by the MCOPA. The results of the study will be available in approximately 45 days.

12. Executive Session: Held previous to consideration of Item 6.

13. Adjournment: Motion Mr. Withrow, second by Mr. Daley. All in favor.

Respectfully submitted,

Norine H. Clarke, recorder of minutes
nhc/