

**TOWN OF DIXFIELD**  
**Board of Selectmen, Assessors, Overseers of the Poor**  
**Monday, December 11, 2017 - 5:30 p.m.**  
**Meeting Minutes**  
**Ludden Memorial Library**

Board of Selectmen: Norine Clarke, Aaron Jamison, Eugene Skibitsky, Norman Mitchell

Absent: Hart Daley

Town Employees: Town Manager Carlo Puiia, Water Supt. Jim White, Public Works Director Randy Glover

Town Citizens: Susan Holmes, Peter Holman, Donald Lutick, Dan McKay, Rick Davis

1. **Call to Order: Pledge of Allegiance** – Mrs. Clarke called the meeting to order at 5:30 p.m. beginning with the Pledge of Allegiance to the flag.
2. **Agenda Adjustments:** 4.a. add warrant #51, 4.b. add warrant # 50, and under number 9 add a letter from Martha and Tim Kelly in support of the Town acquiring the 33 Nash Street building.
3. **Executive Session: pursuant to 1 MRS §405 (6)(A) to discuss a Personnel Matter** – Motion made by Mr. Skibitsky to go into an executive session pursuant to 1 MRS §405 (6)(A) to discuss a Personnel Matter at 5:35 p.m. Seconded by Mr. Jamison. Vote was 4 to 0. Mrs. Clarke declared the Board out of executive session at 6:11 p.m. No action was taken.
4. **Approval of Warrants and Payroll:**
  - a. **Accounts Payable Warrant #'s: 49, 51**
  - b. **Payroll Warrant #'s: 48, 50**
  - c. **Water/Sewer Warrant #'s: 29**Mr. Skibitsky made a motion to approve the warrants as adjusted. It was seconded by Mr. Jamison. The vote was 4 -0.
5. **Department Head Reports:**
  - a. **Water Department – 2018 Budget**

Mr. Skibitsky made a motion to approve the 2018 Water Department budget as presented by the Water Superintendent, Mr. White. It was seconded by Mr. Jamison. Vote was 4-0. Mr. White also asked the Board to approve the pre-order for meters, as a combined order with Mexico saves the Town money. Mr. Skibitsky made a motion to approve Mr. White to pre-order the meters. It was seconded by Mr. Jamison. Vote was 4-0.

**b. Sewer Department – 2018 Budget**

Mr. Skibitsky made a motion to approve the 2018 Sewer Department budget with the extra revenues being placed into the Reserve and Replacement Account. It was seconded by Mr. Mitchell. Vote was 4-0.

**6. Old Business:**

**a. 2018 Budget Schedule**

Town Manager Puiia presented a proposed schedule for the 2018 budget process. Mr. Skibitsky made a motion to adopt the schedule as proposed. It was seconded by Mr. Jamison. Vote was 4-0.

**b. Cable Franchise Agreement – Recommendations**

Town Manager Puiia provided the Board copies of a letter from Axiom's Mark Ouellette providing suggestions for negotiable and non-negotiable items in a cable franchise agreement. No action was taken.

**c. Property Revaluation Update**

A letter from John E. O'Donnell and Associates was provided to the Board detailing their progress with the town wide revaluation. No action was taken.

**7. New Business:**

**a. Endorse Assessors Agents Abatement Request Denial Letter**

Assessing Agent Paul Binette provided the Board with a response denying a requested abatement. Mr. Jamison motioned to accept the response as written denying the abatement. It was seconded by Mr. Skibitsky. Vote was 4-0.

**b. Endorse Quitclaim Deed for 959 Canton Point Road**

Town Manger Puiia explained that the property had been foreclosed on for nonpayment of property taxes and all past due taxes were collected, so the Town could quitclaim the deed back to the owner. Mr. Jamison made a motion to approve the Quitclaim deed for 959 Canton Point Road. It was seconded by Mr. Skibitsky. Vote was 4-0.

**8. Other Business: None**

**9. Public Correspondence:** A letter from Martha and Tim Kelly in support of the Town acquiring the old school building located at 33 Nash Street was discussed briefly; however, it was believed the Board needs more information and would like to hear from other citizens regarding this option. Leaving the building vacant is a big concern.

**10. Public Comment: None**

**11. Board Questions/Comments: None**

**12. FYI: The Town Office and Library will be closed on Monday December 25<sup>th</sup> and Tuesday, December 26<sup>th</sup> in observance of Christmas, and will also be closed on Monday, January 1<sup>st</sup> in observance of New Year's Day.**

**13. Next Meeting: Monday, January 8, 2018 at 5:30 p.m. downstairs in the Ludden Memorial Library**

**14. Adjournment:** Mr. Mitchell made a motion to adjourn the meeting at 7:02 p.m. It was seconded by Mr. Jamison. Vote was 4-0.

Respectfully submitted,  
Carlo Puiia