

**Town of Dixfield**

**Board of Selectmen Meeting Minutes**

**Monday, June 19th, 2017 at 5:30 pm**

**Ludden Memorial Library**

Board of Selectmen: Norine Clarke, Aaron Jamison, Eugene Skibitsky, Norman Mitchell and  
Absent: Hart Daley

Town Employees: Town Manager: Carlo Puiia, Randy Glover, Scott Dennett, Leo Jolin, Jeff  
Howe

Town Citizens: Susan Holmes, Donald Lutick, Dan McKay, Ricky Davis, Richard Pickett, Peter  
Holman, Jeff Knight, Silver Varnum, Tad Woods, Debbie Gurney, Karen Phair, Jan McKenna,  
Barbara Chow, Terri Mitchell, Walter Newman, and Barry Prescott

Press: Bruce Farrin, Sun Journal, and Ben Hines, WVAC-TV7

1. Call to Order: Pledge of Allegiance - Mrs. Clarke invited all to stand and recite.

2. Election for Board of Selectmen Chair and Vice Chair

Mr. Skibitsky nominated Mrs. Clarke for Selectmen Chair. No second. Mr. Skibitsky nominated  
Mr. Jamison for Selectmen Chair. No second. Mr. Jamison nominated Mr. Mitchell for  
Selectmen Chair. No second. Mr. Skibitsky nominated Mrs. Clarke once again and Mr. Jamison  
seconded the nomination. (3-1) Mr. Mitchell opposed.

Mr. Skibitsky nominated Mr. Jamison for Selectmen Vice-Chair. Mrs. Clarke nominated Mr.  
Skibitsky for Selectmen Vice-Chair. Mr. Jamison seconded Mr. Skibitsky for Selectmen Vice  
Chair. (3-1) Mr. Mitchell opposed.

3. Special Presentation

Mr. T.M. Puiia: Gives the special presentation - Barbara Chow receives the Distinguished  
Citizen of the Year award. Very appreciative of her unselfish community service for the town of  
Dixfield. Mrs. Chow thanks the community. State Representative Pickett presented Mrs. Chow  
with a legislative sentiment for being Dixfield's Distinguished Citizen of the Year.

4. Agenda Adjustments: No minutes to approve. 5.a. add number 110, 5.b. add number 109, and  
5.c. add number 13

5. Approval of Warrants and Payroll:

a. Accounts Payable Warrant #'s: 106, 108,110

b. Payroll Warrant #'s: 105, 107, 109

c. Water/Sewer Warrant #'s: 12, 13

Mr. Skibitsky makes a motion to approve the Warrants and Payrolls as adjusted. Mr. Jamison seconds. (4-0) Unanimous

## 6. Department Head Reports:

### a. Fire Department:

Mr. Dennett: Gives Selectmen a handout (sample pictures) requesting to take \$50,000 out of the capital reserve account for a small utility truck to be used in multiple applications. Asking for the approval from the Board of Selectmen to make the purchase. The old truck is "getting tired". Mr. Prescott: Driver Trainer. The squad, the truck we're looking to replace the 67. The old one started in the military and then bounced around and eventually came to us. No working seat belts. Lots of rust. Mrs. Clarke: Asks if Mr. Dennett wants the okay so they can start looking for a new truck. Mr. Dennett: Didn't want to inquire without any likelihood of not being able to pursue it. Mr. Mitchell: Doesn't believe we need it right now. Mr. Skibitsky makes a motion to allow Mr. Dennett to pursue the squad truck with the respects given up to \$50,000 taken out of capital reserve. Mrs. Clarke Seconded. (2-2) Mr. Mitchell and Mr. Jamison opposed. Tie vote fails.

### b. Public Works Department:

Mr. Glover: Summary of the salt usage in the packet T.M. Mr. Puiia handed out. Ended up budgeting 900 tons and used up 945 tons. The school purchased 120 ton of that amount which puts it down to 820-825 tons. Wanted to give out an average of what the towns use compared to Dixfield's usage this past winter.

Mentions Merrill Rd. Have about 700 ft. of that road excavated currently. Removing all the big rocks which caused all the heaving. Will put in some leech drains along the road. Hoping to finish next week as far as excavating. Will have a nice road. However, it will take some time.

## 7. Old Business:

Planning Board Rules and Regulations - T.M. Mr. Puiia mentions he did some deleting and added language. He and Mrs. Clarke looked it over the other day. She would like to strengthen the position of the alternate (associate). In his opinion believes the board should adopt the policy. Doesn't think the Planning Board should be making the rules.

Mrs. Clarke: Points out that the alternate has only a two year term whereas the other members have three year terms. Under F section 5, it declares how long before a meeting the person needs to make known of their absence. Is 24 hours or 12 hours prior reasonable? Also suggests that the person shall inform the chairman of their absence otherwise, it's counted against them and

written as unexcused. This could result in being booted off the board for consecutive unexcused absences. In Section 10, D and E wording to be changed. Mr. Mitchell: Refers back to F section 5 asking of any discretion. Mrs. Clarke points out that that is why she asked what was reasonable. There will obviously be emergencies. She thinks the morning of the meeting, is reasonable to let chairman know of their absence. T.M. Mr. Puiia will provide a clean copy of the policy at the next meeting.

#### 8. New Business:

##### a. Determine Dates and Times for Meetings

Mrs. Clarke: States that one a meeting a month is held during the summer and then beginning in September it moves back up to twice a month. The 2nd and 4th Mondays of the month. Time being 5:30pm. Mr. Skibitsky motions and Mr. Jamison seconded. (4-0) Unanimous.

##### b. Code of Ethics

T.M. Mr. Puiia: No edits or changes just updated with new date. Mr. Skibitsky motions we adopt the Ethics policy. Mr. Jamison seconded. (4-0) unanimous.

##### c. Public Comment Policy

T.M. Mr. Puiia: No changes. Just need to change the date. Will have it for next meeting. Mr. Skibitsky makes a comment about Public comment being throughout the meeting. Doesn't understand why there is a section on the agenda for Public Comment. Mrs. Clarke agrees but points out that if there would ever be an issue, we have this policy to fall back on. Mr. Skibitsky thinks that the Public Comment Policy shouldn't be focused on just the agenda item but all the Public Comments throughout the meetings. Mr. Mitchell feels that during Public Comment section, there should be one Public Comment per person instead of multiple. T.M. Mr. Puiia: A few amendments will be added.

##### d. Disbursement Policy for Warrants

Mr. Skibitsky makes a motion to approve the Disbursement Policy for Warrants. Seconded by Mr. Jamison. (4-0) Unanimous.

##### e. Board of Selectmen Appointments

T.M. Mr. Puiia: Two seats on the Planning board that have expired. Two applications placed in packet from the two who have served prior and then two other applications for the two seats for a total of four applications. Mr. Skibitsky asks to vote on the list and then do the Planning Board afterwards. Board agrees. Mr. Skibitsky makes a motion to approve the Board of Selectmen annual appointments as of July 1st, 2017 that are on the list. Town Manager: Carlo Puiia, as well as the following: Road Commissioner, Tax Collector, Town Clerk, Treasurer, Assistant Welfare Administrator, Jennifer Kreckel: Town Attorney, Michael Moore: Code Enforcement, Royal Swan: NORSWB Representative, Cathy Dorion and Norine Clarke: River Valley Growth

Counsel, Norine Clarke, Greg Gagne, Ed Roach, Deborah Morang, Kristi Holmquist, Susan Arsenault, Donna Gilbert, Kathleen Nolette, Leslie Skibitsky, and Nancy Volkernick: Outdoor Market. Mr. Jamison seconded the motion. (4-0) Unanimous.

f. Town Manager Appointments

T.M. Mr. Puiia: Theresa Hemingway for Deputy Town Clerk, Deputy Tax Collector, Deputy Treasurer, Registrar of Voters and Welfare Administrator. Linda DeRoehn: Deputy Treasurer, Deputy Town Clerk and Deputy Tax Collector. Angela Varnum: Deputy Treasurer, Deputy Tax Collector, Deputy Town Clerk and Deputy Registrar of Voters. Jeffrey Howe: Police Chief, Ann Simons: Police Officer, Dean Benson: Reserve Police Officer, Rusty Daley: Reserve Police Officer, David Hodgson: Reserve Police Officer, Lawrence Winson: Reserve Police Officer, Dustin Broughton: Reserve Police Officer, Scott Dennett: Fire Chief, Jay Bernard: Emergency Management Officer, Michael Moore: E911 Addressing Officer, and Building Inspector, David Errington: Plumbing Inspector, David Saphier: Health Officer, Ann Simmons-Edmunds: Animal Control Officer, Cheryl Dickson: MedCare Ambulance Representative, Aaron Jamison: Alternate to the MedCare Ambulance Representative, Ron Wood: Reserve Police Officer.

Planning Board's Michael Palmer and Lauren Hebert's terms expire the 30th of June, 2017. They have reapplied along with the two new applicants, Grayson Child and Jeffrey Knight. Mr. Skibitsky makes a motion in nominating Grayson Child and Jeffrey Knight to fill the two Planning Board Appointments. Mrs. Clarke seconds the nomination. Mr. McKay interjected adding his comment on behalf of Lauren Hebert. Feels he has impeccable credentials to make him the perfect fit to resume the duties of the Planning Board as well as Michael Palmer. Mrs. Clarke: Added in her opinion of the two new applicants. Feels they both have experience. Mr. Skibitsky feels that re-nominating the two members whose term is expiring, wouldn't be suitable due to their lack of action/refusal of what they were asked by Select Board to do. Has an issue with that and would like to see new faces. (3-1) Mr. Mitchell opposed.

g. Appointment of Road Committee Members

Mr. Mitchell and Mr. Skibitsky are willing to stay on the committee.

h. Appointment of Sewer Committee Members

Mr. Daley and Mr. Jamison will stay on the committee.

i. Sewer and Water Department Audited Financial Statements as of December 31, 2016

T.M. Mr. Puiia announces the auditor cannot present until August 21st. Will have to table it for the August meeting.

Mr. Skibitsky motions to table it for August 21st. Mr. Jamison seconds. (4-0) Unanimous.

j. Town of Dixfield Municipal Audited Financial Statements as of June 30th, 2016

T.M. Mr. Puiia announces the auditor cannot present until August 21st. Will have to table it for the August meeting.

Mr. Skibitsky motions to table it for August 21st. Mr. Jamison seconds. (4-0) Unanimous.

#### k. Police Budget for 2017/2018

T.M. Mr. Puiia states that at the annual town meeting there was a vote to allow the Select Board to do one of three things if there is a defeated budget. 1. to accept last year's budget, 2. call for a special town meeting, or 3. go back for a referendum. Reserved a room at Dirigo High School on Thursday, June 29th for a special town meeting. If we approve tonight he has a warrant drafted. If you go with a referendum vote, there would be no budget for July. Mr. Jamison thinks we should have a special town meeting. Have had many people express to him that they don't think we need a police department. Mr. Skibitsky made the motion to have a special town meeting held at Dirigo High School on Thursday, June 29th. Mr. Mitchell seconded. (4-0) Unanimous.

Mr. Skibitsky: The Departments Budget as presented by the manager's spreadsheet, \$366,184 as the budget for the Police Department for the fiscal year of 2018. Mr. Mitchell seconds. (3-1) Mr. Jamison opposed.

#### l. Miscellaneous Budget for 2017/2018

Mr. Skibitsky motions we go with the Selectmen's recommendation of \$5,200 in miscellaneous for the special town meeting held on Thursday, June 29th at Dirigo High School. Mr. Mitchell seconds. (4-0) Unanimous. HD absent.

#### 9. Other Business: None

#### 10. Public Correspondence:

Letter. A letter commending ACO Anne Edmunds was received. Mrs. Clarke makes a motion we accept the comments on her behalf. Credit her with a job well done. Mr. Skibitsky seconds. (3-0) Mr. Jamison absent at time of vote.

11. Public Comment: Mr. Pickett: Mural on the Holmes's market is in bad shape. It's gone beyond repair. Wants it removed.

Discussion on who should remove it. Mrs. Holmes makes a comment and agrees to have the mural and frame removed. Also mentions that special town meetings don't draw many people yet they are the people who make the decisions for the entire town. Mr. Jamison would like to see the special town meetings moved to Saturdays. Mrs. Clarke doesn't believe there is a good time. Mr. Puiia says it doesn't make a difference whether it's on a Thursday evening or a Saturday. Mr. Pickett suggests it should go to a referendum. It's an important subject.

Mr. Dan McKay: Is the Select Board prepared to issue a draft for the wind ordinance on the November ballot?

T.M. Mr. Puiia states no. The Planning Board has to do their job and revisit what the previous Planning Board ignored.

Mr. Dan McKay questions whether road reserves can be applied to tax relief. T.M. Mr. Puiia and Mrs. Clarke both respond no.

Mr. Holman asked if there will be any new businesses in Dixfield's future. Mrs. Clarke states that there will be no new businesses in the Town of Dixfield in the near future.

## 12. Board Questions/Comments:

Mr. Jamison: Would like to see the School Board Withdrawal Committee held responsible for the financial situation we are in. Also states that the police issue is not working out. Paying too much overtime and believes it is foolish. Hopes the public will support him.

13. FYI: The Town Office will be closed on Friday, June 30th for Fiscal Year End Closing the Books

: The Town Office and Library will be closed Tuesday, July 4th in observance of Independence Day

14. Next Meeting: Monday, July 10, 2017 at 5:30 p.m. downstairs in the Ludden Memorial Library

15. Executive Session: pursuant to 1 MRS 405 (6) (D) to discuss Labor Negotiations

Mr. Skibitsky makes a motion to go into Executive Session at 8:05 p.m. Mr. Jamison seconds. (4-0) Unanimous. The Board was declared out at 8:21 p.m. No action was taken.

16. Executive Session: pursuant to 1 MRS 405 (6) (E) to discuss a Legal Matter

Mr. Skibitsky makes a motion to go into Executive Session at 8:22 p.m. Mr. Jamison seconds. (4-0) Unanimous. The Board was declared out at 8:26 p.m. No action was taken.

17. Executive Session: pursuant to 1 MRS 405 (6) (F) to discuss Confidential Records

Mr. Skibitsky makes a motion to go into Executive Session at 8:27 p.m. Mr. Jamison seconds. (4-0) Unanimous. The Board was declared out at 8:35 p.m. No action was taken.

18. Adjournment: Mr. Jamison made a motion to adjourn at 8:36 p.m. Seconded by Mr. Skibitsky. (4-0) Unanimous.

Respectfully submitted,

Silvia K. Fowler