

Town of Dixfield

Board of Selectmen

Monday, April 13, 2020

5:30 pm

Ludden Memorial Library

1. Roll Call: Town Manager Dustin Starbuck, Norine Clarke, Peter Holman, Bummy Kennedy, Norman Mitchell, Rick Davis, Donald Lutick, Jon Holmes, Police Chief, Randy Glover, Bruce Farrin.

2. Agenda Adjustments: None

3. Approval of Minutes: None

4. Department Head Reports:
 - a. Police Department
 - i. Acquired personal protective equipment due to Covid-19.
 1. Tyvek suits, gloves and masks.
 2. No one has been sick – everyone is healthy.
 - ii. Vehicle needed service.
 1. Had motor issues but it is back in shape.
 - iii. Good support from the town.

 - b. Public Works Department: **** ?

5. Old Business:
 - a. Distinguish Citizen
 - i. T.M. Mr. Starbuck states there has been no nominations.
 - ii. Mrs. Clarke asked T.M. Starbuck to investigate whether Scott Dennett had been awarded the Distinguished Citizen. T.M. Mr. Starbuck will. If Mr.

Dennett has not been, Mrs. Clarke would like to nominate him. The board agreed Mr. Dennett would be a good choice. No further discussion.

b. Revision – Use of Revenues to reduce the amount needed from taxation

- i. The pandemic (Covid-19) is reducing economic activity. People are unlikely to buy new, expensive cars which means a reduction in excise tax collections. Due to a significant decrease in business i.e. restaurants, hotels, tourists, etc. the state will have less revenue to share.
- ii. The board voted to adjust excise tax revenue from \$360,000 to \$331,200 and Municipal revenue sharing from \$298,191 to \$274,336. Vote Unanimous.

6. New Business:

a. Remaining Warrant Articles

b. Use of Fund Balance to reduce the amount needed from taxation.

- i. T.M. Mr. Starbuck states \$300,000 used last years and cannot do it this year.
- ii. Mr. Mitchell makes a motion to move \$100,000 from the undesignated fund to lower taxes. Mr. Davis seconds. (5-0) Vote Unanimous.
- iii. T.M. Mr. Starbuck states the town is in good fiscal shape. \$100,000 will not break the bank.
- iv. 1st half, September 15 or 45 days after taxes committed (which ever comes later). 2nd half, April 15.
- v. Mr. Kennedy makes a motion to approve the tax days. Mr. Davis seconds. (5-0) Vote Unanimous.
- vi. T.M. Mr. Starbuck suggests 8%, 9% is the max. There is no minimum. Mr. Mitchell suggests 4%. T.M. Mr. Starbuck states the rate can be set for the overpayment or if you don't want to set a rate, it would be the same as the overpayment.
- vii. Mr. Mitchell makes a motion to go ahead with 6%. Mr. Davis seconds. (4-1) Mrs. Clark abstains.
- viii. Overpayment, no new article. Mr. Mitchell makes a motion. Mr. Holman seconds. (4-1) Mr. Kennedy abstains.

c. Jon Holmes – Bleachers

- i. Mr. Holmes brought to attention the need of new bleachers for the sports fields. He states the bleachers he is looking to get are portable, four rows each (20 seats), 151 feet long, 5 year warranty. 1,617 per piece.
- ii. Discussion on bleachers. T.M. Mr. Starbuck states that if the voters approve, the board can use the Harlow fund money, which should cover the cost for two pieces.
- iii. Mr. Kennedy makes a motion to take money the Harlow Fund account: \$3,200. Amended to \$3,300 for supplies. Mr. Davis seconds. (5-0) Vote Unanimous.

d. Mailchimp

- i. Anyone who is interested can receive mailchimp.
- ii. It is an alert notifications, meetings, advertisements, celebrations, etc.
- iii. Up to 2,000 email addresses for free.

7. Other Business: Possibility of moving Town Meeting

- i. Mr. Starbuck states the June election will not happen.
- ii. Discussion on the town meeting needing to be changed. (Can only be two weeks apart).
- iii. Mrs. Clark made a motion to change the Town meeting to July 7th. Mr. Davis seconds. (4-1) Mr. Mitchell abstains.

8. Public Correspondence: None

9. Public Comment: None

10. Board Questions/Comments:

- i. Mr. Holman asked about a notice on sexual harassment - turn in as well as taking the course. T.M. Mr. Starbuck says yes.

11. Next Meeting:

Select Board – April 23, 2020 at 5:30 p.m. Location TBD

12. Executive Session: N/A

13. Adjournment:

- i. Motion (***) Second (***) (5-0) Vote Unanimous.