

**TOWN OF DIXFIELD**  
**Minutes of Meeting**  
**Board of Selectmen**  
**Tuesday, December 8, 2008**  
**5:00 p.m., Dixfield Town Office**

**Board Members Present:** Bettina M. Martin, Norine H. Clarke, James L. Desjardins, Raymond E. Carlton and Brad E. Dyer

**Board Members Absent:**

**Administration Present:** Eugene R. Skibitsky (Town Manager), Charlotte M. Collins (Minutes), Leo Jolin (Public Works), Jim White (Water Dept.)

**Citizens Present:**

**Press:** Amy Chapman (Rumford Falls Times)

1. Chair Martin opened the Selectmen's Meeting at 5:02 p.m.
2. **Approval of Minutes:** On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to approve the minutes of 11/25/08.
3. **Approval of Warrants and Payroll:** On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to approve the accounts payable and payroll warrants as listed on the agenda.
4. **Department Head Reports:**

**a. Public Works:** Leo Jolin reported as follows:

- Crew getting trucks ready for winter; there are some problems with the plow gear
- Sidewalk plow has been stickered and the hydraulic rams repaired
- A manhole cover was hit by the plow, but seems to be working okay; if heavy damage was sustained, it will have to be repaired
- Christmas wreaths, banners and lights have been put up for the holidays
- A spread sheet has been designed to track storms, regular and overtime hours of crew, etc.
- Although the crew has been shorthanded, Dick Frost has returned to work this past week thus filling the gap
- The work done to Severy Hill seems to be holding up well; some ditching and brushing out culverts has been done
- Averill Hill looks like there is some caving by the pavement on the bottom of the hill
- The crew helped Jim White of the Water Department during a water main break
- The Ford One-Ton is exhibiting clicking noise; the clutch plate has a broken spring

- The '93 International Truck has no power; the fuel injection lines have rusted and corroded badly. This could be a major repair.

The consensus of the Board was to have the truck repaired and to use coated lines if possible.

**b. Water Department:** Jim White reported as follows:

- There was a major water main break on Bullrock Lane. Fortunately, the valve was near which made repairs easier. The Public Works pitched in with the use of the backhoe. It was along, cold and muddy day, but the line was repaired.
- The hydrants have been readied for winter. Mr. White will try to work on the installation of 6-8 meters that need installing. Once done, there will be three (3) customers that will remain as flat-rate customers.
- Mexico has hired the third person for their water district who has a 2-year degree. Mr. White felt that he would be trained and licensed very quickly. A temporary person has been hired until Mr. White is back full-time from surgery.

**Public Comment: None**

**5. New Business:**

**a. Temporary Sewer Service Variance (Evelyn Blaisdell):** The Board received a request for a temporary sewer service variance for the mobile home owned by Evelyn Blaisdell at 13 Ellis Street. Mrs. Blaisdell is now residing at a nursing home and will not be living there; the mobile home is for sale. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to allow the temporary sewer service variance until such time as the mobile home is sold, moved or a new mobile home is moved on to the property.

**b. Temporary Sewer Variance (Marshall Longway):** Mr. Longway of 70 High Street requested a temporary sewer variance on a rental property owned by him on High Street. It appears that regulations do not allow for variances on rental properties that are vacant due to lack of available renters. The Board tabled this item for further research.

**c. Selection of Auditor for the Town's 2008/09 Fiscal Year and the 2008 Calendar Year for Water/Sewer Departments:** Town Manager Skibitsky stated that he would like to again hire R.H.R. Smith, CPA as auditor for all departments. A 5% increase in costs will increase the bill to \$4,000 for the town's four funds and \$1,650 each for the Water and Sewer Departments. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to approve the hiring of R.H. Smith, CPA for 2008/09's audits.

**d. Supplemental Tax Assessments:** Town Manager Skibitsky presented paperwork that will generate supplemental taxes for the following properties due to errors during the revaluation process:

a. On a motion from Mrs. Clarke and a second from Mr. Dyer, the Board voted unanimously to approve the supplemental tax assessment against the property of Diana Broadway.

b. On a motion from Mr. Dyer and a second from Mrs. Clarke, the Board voted unanimously to approve the supplemental tax assessment against the property of Sandra Nelson and Randall Oliver.

**6. Old Business:**

a. **Water/Sewer Financials/Budget:** The Town Manager made the Water and Sewer Departments' budgets and financial data available to the Board of Selectmen; he will also make available all figures to the Water Advisory Committee. He noted that the Water Department will be purchasing 50-60 water meters this year and that the audit expense increased. On the revenue side, the public fire protection (hydrants) increased to \$114,708. A new alarm system will also be installed during 2009 with both departments paying half the costs.

On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to approve the 2009 Water and Sewer Departments' budgets.

b. **Tax Acquired Properties:** The Town Manager reported that insurance has been placed on the Heirs of Lyman Holman properties (2), public notices have been placed in the newspapers and a letter had been sent to Personal Representative Jeffrey Dill. Interested parties have until December 21, 2008 to file a claim on the personal property with the Town Manager.

Mr. Skubitsky suggested that bids should be taken until the fourth Monday in January (the Board's second meeting). As of this date, the following figures apply to each property:

	<b>Outstanding Taxes</b>	<b>Property Assessment</b>
6 Mill Street	\$15,008.57	\$162,760
10 Mill Street	13,995.59	96,090

On a motion from Mr. Desjardins and a second from Mr. Carlton, the Board voted to begin the minimum bidding on both properties at \$50,000:

Ms. Martin	Yea
Mrs. Clarke	Yea
Mr. Desjardins	Yea
Mr. Carlton	Yea
Mr. Dyer	Nay

All bids must be submitted to the Town Manager by noon on January 26, 2009. Bids will be opened at the Selectmen's Meeting at 5:00 p.m.

**7. Town Manager's Report:**

- Mr. Skubitsky would like the board to reconsider submitting an application for infrastructure projects to AVCOG due to the new administration's proposals

in Washington. Projects such as water pipe replacement and road work on Severy Hill could be addressed. The Board voted as follows:

Ms. Martin	Yea
Mrs. Clarke	Yea
Mr. Desjardins	Yea
Mr. Carlton	Yea
Mr. Dyer	Nay

- The Code Enforcement Department's budget may be overdrawn due to animal control expenses and the underfunding during the budget process.
- A team meeting will be held on Tuesday morning as well as the Town Manager attending Robin Marshall's class at the High School.

#### **Public Comment:**

Leo Jolin stated that flooding the skating rink had begun and the backhoe was used to shave off some of the rough spots. If the weather holds, skaters should be able to use it by Christmas vacation.

#### **9. Board Questions and Comments:**

Mr. Dyer was asked to place "Autistic Child" signs or "Children Playing" signs at a location on the Canton Point Road.

Mr. Desjardins would like the Board to revisit the building ordinance and permit application regarding the need for acquiring a permit on value of over \$500 and replacement of existing repairs.

Mrs. Clarke received a thank you from Santa's Helpers for the donation they received from the Open Air Market Committee. They also received a thank you from Black Mountain Funday Group for the committee's participation. The town is still accepting donations to the Kitty Christmas Fund, either cash or other kitty-type donations. A van will be in the front parking lot of the Log Cabin Craftworks on Saturday, December 20, 2008, from 9:30 to 1:00 p.m. to collect food for the Mexico and Dixfield food pantries.

Mr. Desjardins thanked the town for the flowers he and his wife received during their time of bereavement.

#### **10. Other Business:**

#### **11. Executive Session:**

#### **12. FYI: So noted.**

**12. Next Meeting:** Monday, January 12, 2009, 5:00 p.m., Town Office.

**13. Adjournment:** On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to adjourn at 6:10 p.m...

Respectfully submitted,

Charlotte M. Collins  
Secretary

/cmc