

TOWN OF DIXFIELD
Minutes of Meeting
Board of Selectmen
June 11, 2008
5:00 p.m., Dixfield Town Office

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

Board Members Absent:

Administration Present: Town Manager Thomas F. Richmond,
Charlotte M. Collins
(Minutes), Leo Jolin (Public Works)

Citizens Present: Dr. Thomas Ward (SAD No. 21),
Time Warner Cable
Representative

1. Chair Martin opened the meeting at 5:00 p.m.
2. **Approval of Minutes:** On a motion from Mr. Dyer and a second from Mrs. Clarke, the Board voted unanimously to approve the minutes of May 12, 2008 and May 26, 2008 with the following corrections:

5/12/08: Should read "median income" not medium

5/26/08: #3, should read Mr. Dyer seconded the motion

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 warrants and payroll as listed on the agenda.

4. **Department Head Reports:** Public Works Department

Lead Man Leo Jolin distributed a short report to the Board regarding

the various projects that the crew worked on during the past couple weeks:

- Rock-racking dirt roads
- Lights repaired on various equipment
- Breaks changed on the Volvo
- Repairs to other miscellaneous items

Selectman Dyer inquired about the rocks on the Mease Road; it will be raked, but some stones/rocks drop through the netting and cannot be removed. Mr. Dyer also mentioned that some of the signs on the Common Road need brush removal; that is also scheduled to be done.

Selectman Desjardins complimented the town crew regarding the excellent lawn repair that was recently done on his lawn due to a drainage project.

5. New Business:

a. Teamsters Local #340 Memorandum of Agreement

Approval: A rate of \$17.50 was ratified for the Lead Man Position in the Public Works Department at the time of the labor union contract approval. However, it was agreed by the Board of Selectmen to pay this position \$18.00 and an amendment to the contract is needed for legal clarification. Selectman Carlton objected because the contract was approved by all parties to the \$17.50 rate of pay.

On a motion from Mrs. Clarke and a second from Mr. Dyer, the Board voted as follows to amend the contract:

| | |
|----------------------|-----|
| Selectman Martin | Yea |
| Selectman Dyer | Yea |
| Selectman Desjardins | Yea |
| Selectman Clarke | Yea |
| Selectman Carlton | Nay |

b. **Social Services Amounts Determined:** With the exclusion of the Moontide Festival (\$500) request, the amounts approved at the Annual Town Meeting totaling \$19,529 will be disbursed as approved on the warrant.

c. **Water/Sewer Temporary Variance:** On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to approve a Temporary Water and Sewer Variance for the property owned by Louise Nash, located at 7 Ellis Street and identified as Map 15, Lot 44. Mrs. Nash owns the lot; Steve Kempton owns the mobile home located on the lot. This mobile home has been abandoned and will be removed at some point in time in the near future.

d. **Bleacher Authorization:** The Town Manager received the following quotes from local lumber dealers for the purchase of wood to repair the bleachers at Harlow Park:

| | |
|---------------------------------------|------------|
| Towle's Hardware, Dixfield | \$2,127.44 |
| Twin Rivers, Dixfield | 2,588.28 |
| Dimension Lumber Co., Livermore Falls | 3,250.00 |

On a motion from Mr. Dyer and a second from Mrs. Clarke, the Board voted unanimously to purchase the lumber from Towle's Hardware, Dixfield.

e. **New Post Office Boiler:** A discussion centered on the purchase of the new boiler for the Post Office. The Town Manager needs to get it ordered and installed before fall. Towle's Hardware has also offered the purchase of their boiler for the Town Office. It is approximately three years old and will not be used in their new store building. The consensus of the Board was to wait on the purchase of the Town Office boiler for now.

On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to move forward with the purchase of the new boiler

for the Post Office.

f. **Annual Appointments:** (Approvals later in meeting)

g. **Cemetery Regulations Amendments:** Tabled for further discussion at a later date.

h. **Thru Trucks, Common Road:** (Discussion later in meeting)

6. **Old Business:**

a. **Time Warner Cable Franchise:** Superintendent of S.A.D. No. 21, Dr. Thomas Ward, was in attendance to discuss with Time Warner Cable Representative and the Board of Selectmen the options available to the school system and towns of Dixfield and Peru through their respective franchise fees. The towns of Carthage and Canton are not involved with Time Warner, so their share of any costs associated with the school department will have to be pro-rated.

After a lengthy discussion, it was decided that an extension of the town's lease might be in order and that SAD No. 21 would have to decide on the various options open to the schools and the costs associated with them. Another meeting will be scheduled in the near future with Dr. Ward and Time Warner Cable once the school system has made its determination on options.

5. **New Business (Continued):**

h. **Thru Trucks – Common Road:** The Town Manager suggested posting the Common Road to weight limit beginning Monday, June 16, 2008, due to the State's Route 2 project. There are also loggers that are using the road, and it's feared that the road will be badly broken down because of the excessive use during the re-routing of traffic.

It was decided that the loggers working on the road could obtain a

permit from the Town Office or others that need it; otherwise it will be closed with weight limit restrictions. The legal process of advertising the closing for seven (7) days in the newspaper, holding a public hearing and correct signage will also be followed.

On a motion from Mr. Dyer and a second from Mrs. Clarke, the Board voted unanimously to post the road to weight limits with the exception of those who are granted a permit.

On a motion from Mr. Desjardins and a second from Mr. Dyer, the Board also voted unanimously to post “No Thru Trucks” after holding a public hearing and following the procedures of advertising and signage.

f. Annual Appointments:

1. On a motion from Mr. Dyer and a second from Mr. Desjardins, the Board voted unanimously to elect Bettina M. Martin as Chairman of the Board.

2. On a motion from Mr. Dyer and a second from Ms. Martin, the Board voted unanimously to elect Brad E. Dyer as Vice Chairman of the Board.

3. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to hold their meetings on the second and fourth Monday of each month at 5:00 p.m.

4. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to allow Public Comment to remain on the agenda.

5. After a short discussion and a motion from Mrs. Clarke and a second from Mr. Desjardins, it was unanimously approved to appoint Mrs. Clarke and Mr. Dyer and Mr. Desjardins as signers of payroll and accounts payable warrants until such time as they are formally approved at a Selectmen’s meeting.

6. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to appoint Thomas F. Richmond as Dixfield Town Manager, Tax Collector, Treasurer, Town Clerk and Road Commissioner.

7. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to appoint Charlotte M. Collins as Deputy Treasurer, Assistant Town Clerk and Assistant Tax Collector.

8. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to appoint Vickie R. Carrier as Assistant Treasurer, Deputy Town Clerk and Tax Collector.

9. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to appoint Theresa M. Hemingway as Assistant Town Clerk/Tax Collector, Assistant Treasurer and Deputy Registrar of Voters.

10. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted as follows to table the Chief of Police's Appointment until after disciplinary action:

| | |
|---------------------|-----|
| Bettina M. Martin | Yea |
| Brad E. Dyer | Yea |
| Raymond E. Carlton | Yea |
| James L. Desjardins | Yea |
| Norine H. Clarke | Nay |

Town Manager Thomas F. Richmond waived his supervisory capacity, allowing the Board of Selectmen's disciplinary review.

11. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to appoint Jeffrey Howe, Eric Bernier and Charles Beale as Dixfield Police Officers. They also approved reserve officer appointments of Dean Benson, Daniel Carrier, Rusty Daley, Thomas Gould, Grinnel, David Hodgson, Thomas Rackliff and Dana

Picard.

12. On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to appoint Scott Dennett as Fire Chief, Sigrid Houlette as CEO, David Errington as Plumbing Inspector and David Saphier as Health Officer.

7. Town Manager's Report:Adjournment: Mr. Richmond reported as follows:

- There will be no new truck for the Public Works Department as it was voted down on June 10, 2008.
- New colored-coded cards will be made for the next Annual Town Meeting with the ability to punch them for secret ballot votes.
- Now through July the Public Works Department will be building bleachers for Harlow Park and will stay on the project until its completion. They will also be doing some bridge work later in the season when the new bridge arrives for the end of Coburn Avenue.
- A letter was received from Gerald S. Savitz and Andrea Bretz Savitz with compliments to Leo Jolin and Randy Glover for their kindness during car trouble that the couple had.

PUBLIC COMMENT

8. **Board Questions and Comments:** Ms. Martin and Mr. Dyer had concerns about the manholes on Weld Street. These manholes will be raised about 3” and two will be billed to the Water Department; the rest will be paid by Public Works.

9. **Other Business:**

10. Executive Session: On a motion from Mr. Dyer and a second from Mr. Carlton, the Board voted unanimously to go into executive session at 7:10 p.m. to discuss a legal matter.

On a motion from Mr. Dyer and a second from Mr. Carlton, the Board

voted unanimously to come out of executive session at 7:45 p.m.

On a motion from Mr. Desjardins and a second from Mr. Dyer, the Board voted unanimously to schedule a disciplinary hearing for Chief Richard Pickett on Wednesday, June 25, 2008, at 5:00 p.m. at the Town Office. Legal representation will be present.

11. FYI: So noted.

12. Next Meeting: Tuesday, June 24, 2008, 5:00 p.m., Town Office

13. Adjournment: On a motion from Mr. Carlton and a second from Mr. Desjardins, the Board voted to adjourn at 7:48 p.m.

Respectfully submitted,

Charlotte M. Collins
Deputy Treasurer

/cmc

Attachments