

MINUTES OF MEETING

Town of Dixfield

Board of Selectmen/Assessors/Overseers of the Poor

Monday, September 12, 2011

5:00 p.m., Town Office

Board Members Present: Stephen G. Donahue (Chair), Katherine N. Harvey, Norine H. Clarke, Malcolm M. Gill, Robert V. Withrow

Board Members Absent:

Administration Present: Eugene R. Skubitsky (Town Manager), Charlotte M. Collins (Minutes), Jim White (Mexico Water), David Phair (PW Foreman)

Press Present: RVAC, Lewiston SunJournal

Citizens Present: Freemont Tibbetts, Sherry Walker (House of Peace)

1. **Call to Order:** Chairman Donahue called the meeting to order at 5:00 p.m.; the Pledge of Allegiance was recited by all.

2. **Approval of Minutes:** On a motion from Mr. Gill and a second from Mr. Withrow, the Board voted unanimously to approve the minutes of August 8, 2011.

3. **Approval of Warrants and Payroll:** On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board voted unanimously to approve the warrants and payroll as listed on the agenda.

4. **Department Head Reports:**

a. **Public Works Department** - Foreman David Phair reported the following:

- Hurricane Irene damage was minimal; the town was very lucky that more damage was not done
- Efficiency Maine Project is completed
- Furnace roofs have been repaired at the Town Office; the Town Garage is not yet completed
- Sheeting and strapping for the pavilion at McGouldrick Park is estimated to cost \$1,500-\$2,500 and is on hold
- The Porter Road is nearly complete and should be finished by the end of the week with a 12” base coat
- The cemeteries will be mowed to accommodate the Timmy Frost funeral

- Selectman Donahue commented that the North Street job looks very good; Selectman Withrow also stated that the water quality is good and the work went well
- Rental of the excavator is based on a monthly rate even though we are using it on a weekly basis

b. **Water Department** – Jim White reported the following:

- The North Street Project is completed and the paving is mostly done with the exception of the manhole covers that will be installed when the paving is final
- The budgeted amount is lower than the original estimate and should come out at approximately \$50,000 when completed
- At the approach of Hurricane Irene, the reservoir was filled to capacity in case of a power outage. Mr. White also used his generator for the alarm system when the power outage happened.
- The department is still working on the lead and copper water samples; there are 21 more to get before it's completed
- The flushing of the water system is scheduled for sometime in October

5. **Old Business:**

a. **Sidewalk Project:** The Town Manager received an email from the State with a draft contract for the sidewalk project. The town needs to pick a designer for the project as a first step, together with a certified project manager. The State offered several names from which to choose. The Town Manager and David Phair will each get the training. Discussion followed regarding the use of the Roads Committee. On a motion from Mrs. Clarke and as second from Mr. Withrow, the Board voted unanimously to ask the Roads Committee to meet with five (5) engineers and give their recommendation to the Board of Selectmen of their final decision.

b. **1 Dix Avenue; CEO Memo:** This property is currently town-owned and will be put out for bid sometime in October. If the current owner wishes a “buy back” then restrictions in the new deed have been suggested by the Code Enforcement Officer. Town Manager Skibitsky will seek the advice of MMA’s legal department.

On a motion from Mr. Gill and a second from Mrs. Harvey, the Board voted unanimously to create a deed with restrictions placed on the property.

On a motion from Mrs. Clarke and a second from Mr. Gill, the Board voted unanimously to refuse to sell back the property to the original owners if this is found to be legally advisable.

c. **Update Sewer/Bridge Project:** Several issues have come to the forefront of the new bridge project.

1. The laying of a temporary sewer line bypass that will connect to the junction box; it will run under ground and out to the bank. There is a question of a DEP Permit for the temporary line.
2. The Blue Moose Store must be able to connect to the line.
3. The temporary main ties in 200' further up the road than planned. We may be able to get a break on the costs involved.

6. **New Business:**

a. **New Appointments:** A temporary Animal Control Officer needs to be appointed due to the absence of Anne Simmons-Edmunds who is currently attending the police academy. Sue Milligan, ACO for Rumford and Mexico, has offered to fill in as Dixfield ACO until Anne's return. Reserve Officers Lawrence T. Winson and Dean A. Benson need to be appointed.

On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board voted unanimously to confirm Sue Milligan as ACO and Lawrence T. Winson and Dean A. Benson as Reserve Police Officers.

b. **AVCOG—Brownfields Assessment Grant:** So noted. The Town Manager will speak with Irving Forest Products, Inc.

c. **Request for Funds—House of Peace:** The House of Peace, a 501C3 organization, is trying to furnish a 17-room farm house in Rumford to house victims of domestic violence. Beds, a two-oven stove and other items are greatly needed to help with this important project. Mrs. Clarke stated that she will ask committee members from the Outdoor Market Day for a donation, and Mrs. Harvey will be donating a \$100 in honor of her mother. On a motion from Mrs. Harvey and a second from Mr. Withrow, the Board voted unanimously to give \$200 to the House of Peace from the Selectmen's Contingency account.

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

a. **Rabid Bat in Dixfield:** It has been reported by State officials that a rabid bat was caught in Dixfield. All citizens are advised not to touch any wild animal. If one is seen acting strangely, please call the Temporary Animal Control Officer Sue Milligan at 357-6796.

b. **Engine No. 1 Used by Irving Forest Products, Inc.:** Engine No. 1 was loaned to Irving Forest Products during a sprinkler system failure recently. It helped them greatly with their production process, and the Fire Department was glad to help.

c. **Timothy A. Frost Funeral:** “Timmy” Frost who served on the Dixfield Fire Department for over 40 years died September 7, 2011. The Fire Department will lead the funeral procession to Greenwood Cemetery on Thursday, September 15, 2011, at 12:00 noon. A reception will be held after at the Dixfield Fire Station.

d. **Barbara Thorpe Cat Bequest Status:** The Town Manager went to the Oxford County Court House in South Paris to check on the docket status of the Barbara Thorpe Cat Bequest case. He talked with the Registrar of Probate who refreshed his memory of the case. The judge that is handling this case is in Machu Pichu, South America, at the present time. The Town Manager will be contacted upon his return.

e. **Seasonal Laborer:** The town is seeking a seasonal laborer to shovel snow during the winter and will be paid at 80% of the Public Works contract wages, per the contract. Applications are due at the Town Office by Monday, September 26, 2010.

f. **Fuel Bids:** Fuel bids criteria have been sent to local oil dealers in the area. The Town Manager saved money not advertising by sending bid packages to all in the surrounding towns.

g. **Boiler Bid:** Fire Chief Dennett and the Town Manager are working on the bid for a new boiler for the Fire Station.

9. Board Questions and Comments:

Selectman Gill: Mr. Gill commended our local first responders for the dedication and work they do for the River Valley area.

Selectman Harvey: Mrs. Harvey congratulated the first game that was held under the “Friday Night Lights” at Harlow Park, and stated that a wonderful time was had by all. The parking concerns were handled very well by our Police Department. Also, the road blocks over Labor Day went well, and our Police did a great job.

Selectman Withrow: Mr. Withrow commented that as a “Rookie Board Member” he has been pleased with the Board dynamics and enjoys the position very much.

Selectman Clarke: Mrs. Clarke spoke of the need for a new Chairman for the Outdoor Market Day in August. She and her husband Ralph have been doing it since 1994 and will no longer be chairing the event in the future. They are more than willing to help a new chair with any questions, but think it’s time for new people to step forward. The event began in 1970’s and she and her husband would like to see it continue as it is a community-wide day of fun.

Mrs. Clarke also reminded everyone that no tax money will be used for the replacement of Bullrock. Fund-raisers are in progress, with more planned for the future. The money raised by the town each year for the Economic Development Council is used for brochures and other development ideas.

8. **Executive Session:** (36MRSA, §841-2-Poverty Abatement) On a motion from Mrs. Clarke and a second from Mrs. Harvey, the Board unanimously voted to enter into executive session at 6:25 p.m.

The Board came out of executive session at 6:41 p.m.

Mr. Gill moved to deny the abatement, seconded by Mr. Withrow. All in favor

10. **FYI:** So Noted.

11. **Next Meeting:** Monday, September 26, 2011, 5:00 p.m., Town Office

12. **Adjournment:** On a motion from Mr. Gill and a second from Mrs. Harvey, the Board voted unanimously to adjourn.

Respectfully submitted,

Charlotte M. Collins
Secretary

/cmc

Attachments