



**BOARD OF SELECTMEN
MEETING MINUTES
MARCH 6, 2019
6:00 PM**

Attendance: Selectman Ronald Frederick, James Lyman, Matthew Everett, Sallie Wilder and Joshua Chartrand. Town Manager/Town Clerk Richard LaBelle, Office Clerk Sharon Dodge and Bookkeeper Peter Lyman. Also present for all or parts of the meeting were Rachel Ohm and Fire Captain Todd Pineo.

1. Call to Order by Town Clerk

The meeting was called to order at 6:01 PM by Town Clerk Richard LaBelle.

2. Pledge to the Flag

3. Election of Chairman

Town Clerk opened nominations for Chairman. Selectman Lyman nominated Ronald Frederick as Chairman. Seconded by Selectman Wilder. Being no further nominations, the Town Clerk closed nominations. Selectman Ronald Frederick elected Chairman 3-0-1 (Everett, Lyman Wilder in favor; Frederick abstained).

4. Election of Vice Chairman

Chairman Frederick called for nominations for Vice Chairman. Selectman Wilder nominated James Lyman as Vice Chairman. Seconded by Selectman Everett. Selectman Wilder motioned for nominations to cease. Seconded by Selectman Everett. Selectman James Lyman elected Vice Chairman 3-0-1 (Everett, Frederick, Wilder in favor; Lyman abstained).

5. Review/Approve Minutes of February 20, 2019

Vice Chairman Lyman made a MOTION to accept the minutes of the February 20, 2019 meeting as written. Seconded by Selectman Wilder. MOTION PASSED.

6. Selectmen's Reports

Selectman Wilder stated that she heard some complaints that the Town Meeting ballot wasn't easy to read.

Chairman Frederick had some people who questioned him about the straw poll on the fire grant at town meeting; they were concerned that it wasn't on the warrant. He explained it was just a straw poll.

7. Town Manager's Report

See Attached

8. Discussion/Action on March 6, 2019 General Warrant #5

Selectman Everett made a MOTION to approve and sign the March 6, 2019 General Warrant #5 in the amount of \$34,706.68. Seconded by Vice Chairman Lyman. MOTION PASSED.

9. Public Comment (Limited to 2 minutes)

No Public Comment

10. Review of Selectmen's Policies & Procedures

- a. Contact Information
- b. Communication Formats
- c. Freedom of Access Laws

11. Discussion/Action on Appointment of Norridgewock Water District Board of Trustee

Selectman Everett made a MOTION to appoint Robert Hopkins as Norridgewock Water District Board of Trustee for a term of three years. Seconded by Selectman Wilder. MOTION PASSED.

12. Discussion/Action on Fire Department/SAFER Staffing Grant Application

Selectman Everett made a MOTION to authorize the FEMA/SAFER Grant Application for funding of the proposed two full-time firefighter positions. Seconded by Vice Chairman Lyman. Motion Passed.

13. Discussion/Action on Financial Policies

a. Payroll Warrant Policy

Vice Chairman Lyman made a MOTION to approve and sign the Payroll Warrant Policy and Authorize the Chairman and Selectman Wilder as authorized signatories for the policy. Seconded by Selectman Everett. MOTION PASSED.

b. Tax Payment Policy

Selectman Everett made a MOTION to approve and sign the Tax Payment Policy. Seconded by Vice Chairman Lyman. MOTION PASSED.

c. Sewer Payment Policy

Vice Chairman Lyman made a MOTION to add Consideration of Sewer Payment Policy to the agenda. Seconded by Selectman Everett. MOTION PASSED.

Vice Chairman Lyman made a MOTION to approve and sign the Sewer Payment Policy. Seconded by Selectman Everett. MOTION PASSED.

14. Discussion/Action on TIF Advisory Committee Recommendations

Vice Chairman Lyman made a MOTION to adopt and implement the Town of Norridgewock Façade Improvement Program Guidelines, as recommended by the TIF Advisory Committee. Seconded by Selectman Wilder. MOTION PASSED.

Vice Chairman Lyman made a MOTION to employ a consulting firm to develop a Downtown Revitalization Plan, as recommended by the TIF Advisory Committee. Seconded by Selectman Everett. MOTION PASSED.

Vice Chairman Lyman made a MOTION to authorize the drafting and issuance of a Request for Proposals for the Upgrade/Replacement of Downtown Street Lighting, as recommended by the TIF Advisory Committee, with consideration to the revitalization plan. Seconded by Selectman Wilder. MOTION PASSED.

15. Discussion/Action on Maine DOT Construction Area Agreement for Route 2, Beginning 0.07 mi east of Ferry Road and extending northerly to the Skowhegan town line.

Selectman Everett made a MOTION to sign the Agreement between the Town and State authorizing overlimit vehicles to pass over municipal roads for the purposes of State Project Number 23941.00 (Ultra-Thin Bonded Wearing Course, Route 2, Norridgewock and Skowhegan) Seconded by Selectman Wilder. MOTION PASSED.

16. Discussion/Action on Release of Town Equipment by Sealed Bid (Kioti Tractor)

Vice Chairman Lyman made a MOTION to accept a bid in the amount of \$5,100 from Luke S. Drolson for the Kioti Tractor, in accordance with Article 40 of the Annual Town Meeting. Seconded by Selectman Wilder. MOTION PASSED.

17. Discussion/Action on Supplemental/Abatement Actions

a. Abatement to Troy Milheron at 32 Walnut Drive (\$512.87 tax)

Selectman Everett made a MOTION to abate taxes assessed in the name of Troy Milheron, in the amount of \$512.87 for years 2016-2018, on property located at 32 Walnut Drive and identified on Town of Norridgewock Tax Maps as map 19, lot 30-19-ON. Seconded by Vice Chairman Lyman. MOTION PASSED.

b. Supplemental to Heather Dickinson at 32 Walnut Drive (\$672.82 tax)

Selectman Everett made a MOTION to issue a supplemental tax bill to Heather Dickinson, in the amount of \$672.82 for years 2016-2018, on property located at 32 Walnut Drive and identified on Town of Norridgewock Tax Maps as map 19, lot 30-19-ON. Seconded by Selectman Wilder. MOTION PASSED.

18. Discussion/Action on Resignations

Selectman Everett made a MOTION to accept the resignation of Stephen Bishop from the Cemetery, with great regret. Seconded by Selectman Wilder. MOTION PASSED.

19. Other Business

20. Executive Session pursuant to 1 M.R.S.A. §405(6)(C), to Discuss Economic Development, regarding Waste Management Host Community Benefit Agreement

Vice Chairman Lyman made a MOTION to enter Executive Session pursuant to 1 M.R.S.A. §405 (6)(C) to discuss economic development regarding Waste Management Host Benefit Agreement at 6:53 PM. Seconded by Selectman Everett . MOTION PASSED.

Vice Chairman Lyman made a MOTION to come out of Executive Session pursuant to 1 M.R.S.A. §405 (6)(C) to discuss economic development, regarding Waste Management Host Benefit Agreement at 7:31 PM. Seconded by Selectman Everett. MOTION PASSED.

21. Discussion/Action on Setting Special Meeting Date/Time

No action taken.

22. Adjournment

Selectman Everett made a MOTION to adjourn at 7:31 PM. Seconded by Vice Chairman Lyman. MOTION PASSED.