



**BOARD OF SELECTMEN
MEETING MINUTES
DECEMBER 5, 2018
6:00 PM**

Attendance: Chairman Ronald Frederick, Vice Chairman James Lyman, Selectmen Joshua Chartrand, Matthew Everett, and Sallie Wilder. Town Manager Richard LaBelle, Office Clerk Sharon Dodge, Bookkeeper Peter Lyman, and resident Joseph “Skip” Viles, III.

1. Call to Order

The meeting was called to order at 6:00 PM by Chairman Frederick.
December 5, 2018 is a National Day of Mourning in honor of the late President of the United States, George H. W. Bush. A moment of silence is observed.

2. Pledge to the Flag

3. Review/Approve Minutes of November 21, 2018

Vice Chairman Lyman made a MOTION to approve the minutes of November 21, 2018.
Seconded by Selectman Everett. MOTION PASSED.

4. Selectmen’s Reports

Vice Chairman Lyman stated that the condition of the Red Barn Road is still very poor, but understands that there is very little that can be done with the ground freezing. Vice Chairman Lyman also notes that he received a concern from a Walker Road resident regarding the plow truck and the resident’s mailbox.

Chairman Frederick stated that he received a compliment from a Sandy River Road resident regarding the gravel/grading project completed by Public Works.

5. Town Manager’s Report

See Attached

6. Discussion/Action on December 5, 2018 General Warrant #23

Selectman Wilder made a MOTION to approve General Warrant #23 in the amount of \$44,338.44. Seconded by Selectman Chartrand. MOTION PASSED.

7. Public Comment (Limited to 2 minutes)

Resident Joseph “Skip” Viles commented on the mouse problem at Sophie May Library; he suggests purchasing electronic devices to deter the mice.

Mr. Viles also inquired about the habit of the Red Barn Rd. being used as a part of a racetrack. He believes this is a safety concern and is also causing damage to the road. The Board discusses the concern, explains past attempts to stop the use of the road as a crossing, and requests that the Town Manager seek advice from Maine Municipal Association in remediating the concern.

Mr. Viles inquired about the status of the Ward Hill Rd. project and whether or not the work was complete. He has noticed piles of dirt left alongside the roads and was unsure of whether or not the contractor had landowner permission to leave the fill there.

8. Other Business

Selectman Chartrand made a MOTION to add Consideration of Disposal of Town Owned Personal Property to the agenda. Seconded by Selectman Everett. MOTION PASSED.

Selectman Everett made a MOTION to offer the attached Town Owned Personal Property for sale on the Town website. Seconded by Selectman Chartrand. MOTION PASSED.

Selectman Chartrand made a MOTION to add Consideration of FEMA Grant Reimbursement Allocation to the agenda. Seconded by Selectman Everett. MOTION PASSED.

Vice Chairman Lyman made a MOTION establish an emergency contingency account with proceeds from the FEMA grant reimbursement. Seconded by Selectman Wilder. MOTION PASSED.

Selectman Chartrand made a MOTION to add Consideration of Downtown Parking Ban to the agenda. Seconded by Selectman Everett. MOTION PASSED.

Vice Chairman Lyman made a MOTION to approve the ban on downtown parking during the Norridgewock Christmas Stroll. Seconded by Selectman Chartrand. MOTION PASSED.

9. Discussion/Action on Donation of Field Hockey Equipment to Skowhegan Area Youth Field Hockey Program

Selectman Everett made a MOTION to authorize the donation of Field Hockey Equipment to the Skowhegan Area Youth Field Hockey Program. Seconded by Selectman Chartrand. MOTION PASSED.

10. Discussion/Action on 2019 Budget

The Town Manager provided a brief overview of the upcoming budget cycle. Departments have made recommendations to the Town Manager, who in turn submits recommendations to the Board of Selectmen. After the full budget is compiled, the Board will have an opportunity to make any revisions to departmental budgets that may have been previously approved.

Vice Chairman Lyman made a MOTION to recommend a budget of \$13,300 for the 2019 Elected Officials Department. Seconded by Selectman Chartrand. MOTION PASSED.

Selectman Everett made a MOTION to recommend a budget of \$20,800 for the 2019 Assessing Department. Seconded by Selectman Wilder. MOTION PASSED.

Selectman Everett made a MOTION to recommend a budget of \$18,315 for the 2019 Recreation Department. Seconded by Vice Chairman Lyman. MOTION PASSED.

Vice Chairman Lyman made a MOTION to recommend a budget of \$2,900 for the 2019 Cemetery. Seconded by Selectman Wilder. MOTION PASSED.

Vice Chairman Lyman made a MOTION to recommend a budget of \$5,600 for the 2019 General Assistance. Seconded by Selectman Wilder. MOTION PASSED.

Selectman Chartrand made a MOTION to recommend a budget of \$3,450 for the 2019 Parks Department. Seconded by Vice Chairman Lyman. MOTION PASSED.

Vice Chairman Lyman made a MOTION to recommend a budget of \$9,000 for the 2019 Code Enforcement Department. Seconded by Selectman Chartrand. MOTION PASSED.

Vice Chairman Lyman made a MOTION to recommend a budget of \$ 44,000 for 2019 Summer Grounds Maintenance Department. Seconded by Selectman Chartrand. MOTION PASSED.

11. Executive Session pursuant to 1 M.R.S.A. §405(6)(A) to Discuss Town Manager Performance, Annual Review

Vice Chairman Lyman made a MOTION to enter Executive Session pursuant to 1 M.R.S.A. §405(6)(A) to Discuss Town Manager Performance, Annual Review at 6:58 PM. Seconded by Selectman Chartrand. MOTION PASSED.

Selectman Chartrand made a MOTION to adjourn Executive Session at 8:03 PM. Seconded by Vice Chairman Lyman MOTION PASSED.

12. Discussion/Action on Town Manager Performance/Contract

Vice Chairman Lyman made a MOTION to sign a new three year contract with the Town Manager, effective November 1, 2018 through October 31, 2021. Seconded by Selectman Everett. MOTION PASSED.

13. Adjournment

Vice Chairman Lyman made a MOTION to adjourn at 8:06 PM. Seconded by Selectman Chartrand. MOTION PASSED