

TOWN OF NORRIDGEWOCK SMOKING & TOBACCO POLICY

This policy complies with Maine’s Workplace Smoking Act of 1985, and with the Maine State tobacco-free recreation policy guidelines. It includes a ban on many uses of smoking and tobacco products, including cigarettes, cigars, e-cigarettes, snuff, dip, snus, chewing tobacco, smokeless tobacco products, and any new tobacco products as appropriately within the purview of this policy, on any property of the Town of Norridgewock, in open air space, including within personal vehicles while used on municipal duty while occupied by others.

Effective June 1, 2022, all Town-owned properties will be tobacco and smoke-free at all times. This policy applies to all employees, clients, contractors, and visitors. The Workplace Smoking Act of 1985 applies to all enclosed areas of business facilities in Maine where employees perform work and for which the employer is responsible. To promote the health and safety of all citizens of the Town of Norridgewock, and to promote the cleanliness of all facilities, smoking and tobacco use is prohibited on Town property at any time by any person. These properties include but are not limited to: the Town Office, Central Maine Regional Airport, the Town Garage, Fire Station, libraries, cemeteries, playgrounds, parks, and ball fields.

The Town of Norridgewock is dedicated to promoting health and wellness, and recognizes tobacco to be an extremely addictive substance. The Town of Norridgewock will provide education on the impact of tobacco use with the purpose of raising awareness of the effects of tobacco use and will promote the use of available resources, including the Maine Tobacco HelpLine (1-800-207-1230), a cost-free service to assist those tobacco users who wish to cease their use of such products.

Effective June 1, 2022, the use of any tobacco product shall be banned in:

- any enclosed areas where work is performed, including but not limited to all restrooms, all meeting rooms, all lunch rooms, and all private offices;
- any outdoor locations, including outdoor eating areas, parking lots;
- any town-owned or town-leased vehicles used by employees at any time; and,
- any employee-owned vehicle(s) used in the course of work whenever another employee or another person engaged in municipal business is in the vehicle for work-related reasons.

Signs detailing the requirements of this policy will be posted at the entrances to the relevant properties and at all building entrances. In addition, this policy will be included in training manuals, and new employee orientations.

As an employer, the Town of Norridgewock understands tobacco to be a legal product, and further recognizes the Town may not require that employees or prospective employees refrain from tobacco use when not at work. The Town of Norridgewock will not discriminate in any way against employees who use tobacco outside of employment.

The success of this policy will depend on the courtesy and cooperation of both tobacco users and nonusers. Everyone is responsible for following and helping to enforce the policy. Problems should be brought to the attention of the appropriate supervisor. Violations of this policy will be handled through established disciplinary procedures.

This policy will be posted and copies will be made available to anyone who requests one. The policy will be supervised by the Town Manager, in conjunction with the Select Board, in accordance with Maine State law.