



**Board of Selectmen  
Meeting Minutes  
March 3, 2021  
6:00 PM  
Conference Room, Norridgewock Town Office**

APPROVED  
03/17/2021

**MEMBERS PRESENT**

Charlotte Curtis  
Matthew Everett  
Ronald Frederick  
James Lyman  
Lindsey Lynch

**STAFF PRESENT**

Richard LaBelle, Town Manager  
Joe Bishop, Public Works Foreman  
Sharon Dodge, Deputy Town Clerk  
Willis Libby, Public Works Operator  
Peter Lyman, Bookkeeper

Also in attendance for all or part of the meeting were Jake Bergeron and James Mackie.

**1. Call to Order**

The meeting was called to order at 6:00 PM by Town Clerk Richard LaBelle.

**2. Pledge to the Flag**

**3. Election of Chairman**

Selectman Lyman nominated Selectman Frederick as Chairman. Seconded by Selectman Lynch. Selectman Frederick declined the nomination.

Selectman Lynch nominated Selectman Lyman as Chairman. Seconded by Selectman Curtis. Selectman Lyman declined the nomination.

Selectman Lyman nominated Selectman Everett as Chairman. Seconded by Selectman Curtis.

Selectman Curtis made a MOTION that nominations cease. Seconded by Selectman Lynch. MOTION PASSED.

Selectman Everett ELECTED as Chairman, 4-0-1 (Curtis, Frederick, Lynch, Lyman in favor; none opposed; Everett abstained).

**4. Election of Vice Chairman**

Selectman Curtis nominated Selectman Lyman as Vice Chairman. Seconded by Selectman Lynch.

Selectman Curtis made a MOTION that nominations cease. Seconded by Selectman Lynch. MOTION PASSED.

Selectman Lyman ELECTED as Vice Chairman, 4-0-1 (Everett, Curtis, Frederick, Lynch in favor; none opposed; Lyman abstained).

**5. Review/Approve Minutes of February 17, 2021**

Vice Chairman Lyman made a MOTION to approve the minutes of February 17, 2021. Seconded by Selectman Lynch MOTION PASSED, 4-0-1 (Everett, Lyman, Frederick, Lynch in favor; none opposed; Curtis abstained).

**6. Selectmen's Reports**

None.

**7. Town Manager's Report**

See Attached.

**8. Discussion/Action on March 3, 2021 General Warrant #5**

Vice Chairman Lyman made a MOTION approve General Warrant #5 in the amount of \$32,900.92. Seconded by Selectman Lynch. MOTION PASSED.

**9. Public Comment (Limited to 2 minutes)**

None.

**10. Discussion/Action on Mercer Fire Protection Agreement**

The Board discussed a counter-proposal from Mercer. A counter-offer was developed and will be sent to Mercer for consideration. Mercer's town meeting has been delayed so the final execution of the agreement won't happen until at least April 2021.

**11. Discussion/Action on Heat Pump Purchase**

Vice Chairman Lyman made a MOTION to authorize the expenditure of \$25,398.32 for the purchase and installation of heat pumps from Bob's Cash Fuel. Seconded by Selectman Lynch. MOTION PASSED.

**12. Review of Selectmen's Policies & Procedures**

The Board provided updated contact information and discussed the intended format of communications between the Board and Administration.

**13. Discussion/Action on Financial Policies**

Vice Chairman Lyman made a MOTION to approve and sign the Payroll Warrant Policy, authorizing Chairman Everett and Selectmen Lynch and as signatories under the terms of the policy. Seconded by Curtis. MOTION PASSED.

Selectman Curtis made a MOTION to approve and sign the Tax Payment Policy. Seconded by Selectman Lynch. MOTION PASSED.

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

#### **14. Other Business**

Selectman Lynch made a MOTION to add *Discussion/Action on Signing of Quitclaim* to the agenda. Seconded by Vice Chairman Lyman. MOTION PASSED.

Selectman Lynch made a MOTION to approve and sign the Quitclaim Deed in the name of Charles Tibbetts and Earla Tibbetts for the southern half of lot 246 in Sunset View Cemetery. Seconded by Selectman Curtis. MOTION PASSED.

Selectman Lynch made a MOTION to add *Donations* to the agenda. Seconded by Selectman Curtis. MOTION PASSED.

Vice Chairman Lyman made a MOTION to accept a donation from Mr. & Mrs. Joseph Poirier in the amount of \$100.00, to support community food access. Seconded by Selectman Curtis. MOTION PASSED.

Selectman Lynch made a MOTION to add *Discussion/Action on Town Meeting Minutes Approval* to the agenda. Seconded by Selectman Curtis. MOTION PASSED.

Selectman Lynch made a MOTION to approve the March 1, 2021 Town Meeting Minutes. Seconded by Selectman Curtis. MOTION PASSED.

Vice Chairman Lyman made a MOTION to add *Consideration of Generator Purchase* to the agenda. Seconded by Selectman Curtis. MOTION PASSED.

Vice Chairman Lyman made a MOTION to table action on the purchase of a generator. Seconded by Selectman Lynch. MOTION PASSED.

The Town Manager will work to develop a proposed bid policy and will present it to the Board for future consideration.

Vice Chairman Lyman made a MOTION to add *Discussion/Action on Appointments* to the agenda. Seconded by Selectman Lynch. MOTION PASSED.

Selectman Frederick made a MOTION to appoint Melannie Keister to the Recreation Committee with a term expiring April 2021. Seconded by Selectman Curtis. MOTION PASSED.

Selectman Lynch made a MOTION to appoint Michael Shute to the Planning Board with a term expiring on the day of the 2022 Town Meeting. Seconded by Selectman Curtis. MOTION PASSED. 4-0-1 (Everett, Curtis, Frederick, Lynch in favor; none opposed; Lyman abstained).

**15. Executive Session to Discuss Union Negotiations, Pursuant to 1 M.R.S.A. § 405(6)(D)**

Selectman Lynch made a MOTION to go into Executive Session to Discuss Union Negotiations, pursuant to 1 M.R.S.A. § 405(6)(D) at 7:20 PM. Seconded by Selectman Curtis. MOTION PASSED.

Vice Chairman Lyman made a MOTION to come out of Executive Session to Discuss Union Negotiations, pursuant to 1 M.R.S.A. § 405(6)(D) at 8:25 PM. Seconded by Selectman Lynch. MOTION PASSED.

**16. Adjournment**

Selectman Lynch made a MOTION to adjourn at 8:25 PM. Seconded by Selectman Curtis. MOTION PASSED.