



**Board of Selectmen
Meeting Minutes
April 7, 2021
6:00 PM
Conference Room, Norridgewock Town Office**

APPROVED
04/21/2021

MEMBERS PRESENT

Matthew Everett, Chairman
James Lyman, Vice Chairman
Charlotte Curtis
Ronald Frederick
Lindsey Lynch

STAFF PRESENT

Richard LaBelle, Town Manager
Sharon Dodge, Deputy Town Clerk
Peter Lyman, Bookkeeper

Also in attendance for all or part of the meeting were Ruth Keister, Becky Ketchum, Brenda Morgan, and Ken Morgan.

1. Call to Order

The meeting was called to order at 6:00 PM by Chairman Everett.

2. Pledge to the Flag

3. Review/Approve Minutes of March 17, 2021

Vice Chairman Lyman made a MOTION to approve the minutes of March 17, 2021.
Seconded by Selectman Lynch. MOTION PASSED.

4. Selectmen's Reports

Selectman Frederick asked if the Town had any plans for Corporal Cole Day. The Town Manager stated that there was a multi-day roadside cleanup event and that provided an opportunity for folks in the community to volunteer and give back. It also ties in well with Earth Day.

Vice Chairman Lyman expressed concern about the impact of using salt and sand on sidewalks and then blowing those materials on front lawns throughout the downtown. The Town Manager will monitor the situation and work to address the concern moving forward.

5. Town Manager's Report

See Attached.

Selectman Lynch asked that applications for Baseball/Softball sign up be sent to the school to go home with the kids.

6. Discussion/Action on April 7, 2021 General Warrant #7

Vice Chairman Lyman made a MOTION to approve General Warrant #7 in the amount of \$86,240.19. Seconded by Selectman Lynch. MOTION PASSED.

7. Public Comment (Limited to 2 minutes)

None.

8. Discussion/Action on 2021 Road Projects, Pricing

Vice Chairman Lyman made a MOTION to accept the proposal from Pike Industries for the overlay and shoulder gravel project at a per ton rate of \$73.96 and gravel per cubic yard of \$36.00. Seconded by Selectman Lynch. MOTION PASSED.

Selectman Lynch made a MOTION to accept the proposal from Fine Line Paving in the lump sum amount of \$11,775.00 for crack hilling on Wilder Hill, Ward Hill, and Beech Hill Roads. Seconded by Selectman Curtis. MOTION PASSED.

Selectman Lynch made a MOTION to accept the proposal from Fine Line Paving in at a per ton amount of \$165.00 for sidewalks shim/overlay and curb repair. Seconded by Selectman Curtis. MOTION PASSED.

9. Discussion/Action on Depot Street Traffic/Pedestrian Safety

The Board reviewed correspondence received from New Balance regarding safety concerns on Depot Street, as well as potential solutions.

Chairman Everett stated his support for temporary speed bumps on Depot Street to deter drivers.

Selectman Lynch inquired about the traffic lights at the intersection of Routes 2 and 201-A and the timing. She believes the lights are causing people to use Depot Street as a bypass.

Vice Chairman Lyman made a MOTION to authorize up to \$4,000 for the purchase of one temporary speed table for use on Depot Street, and associated signage. Seconded by Selectman Lynch. MOTION PASSED.

10. Discussion/Action on TIF Committee Recommendation—Landscape Design of Emery Town Square

The Board reviewed the memo sent on behalf of the TIF Committee and had a discussion regarding potential improvements to Emery Town Square. Becky Ketchum and Ruth Keister spoke on the issue, as they are both members of the TIF Committee.

Resident and pilot Ken Morgan spoke regarding what opportunities may available at the airport and also discussed the many things that are already going on out there. Mr. Morgan

notes that the airport's pilots are well-served, but there are significant opportunities for the airport to better serve members of the general public.

11. Discussion/Action on Selectmen Goals and Vision

Selectman Lynch:

- Maintenance ordinance: Disappointed with the results of the town meeting vote, she believes it is still imperative to work to improve the appearance of the downtown. Community center: In close proximity to trails and sports fields, the center could bring added economic value to the area and provide a potential revenue stream
- Multi-use trail system: The Town must position itself in a way that allows itself to serve as a hub along the trail corridor.

Vice Chairman Lyman:

- Multi-use trail system: It is important to position the community as a destination along the trail. It will be important that the Town have adequate, accessible parking for people who will be using these trails. Also, the Town must work to identify business opportunities that may support the trail system.

Selectman Curtis:

- Maintaining a small, rural town: How can the Town make money, but maintain its rural pastime?

Selectman Frederick:

- Maintain a small-town: How can the Town progress and still be a small town?
- Maximize value of taxpayer dollars: Make the best use of taxpayer money and run the Town the best it can be

Chairman Everett:

- Multi-use trail system: The Town must prepare for the trail development and also work to capitalize on economic opportunities.
- Improve ATV, ITS trails: The condition of these trail systems could use improvement and provide an opportunity for economic development. Can the Town serve as a resource to earn grant money to fund these improvements?
- Installation of security cameras in public areas (i.e., Oosoola Park, downtown, etc.)
- Food pantry: There is an obvious need for improvement. The Town can take the lead or serve as a partner in this venture. Access to food continues to be a concern in the community.
- Electronic message board: Second sign installation at Hatfield Athletic Park
- Fire hydrants: Hydrants need to be painted.

12. Discussion/Action on Personnel Policy Revision

Selectman Lynch made a MOTION to accept the revised Personnel Policy. Seconded by Selectman Curtis. MOTION PASSED.

13. Discussion/Action on Purchasing Policy

Vice Chairman Lyman made a MOTION to adopt the Purchasing Policy. Seconded by Selectman Curtis. MOTION PASSED.

14. Discussion/Action on Airport Generator Bid Package

Selectman Frederick made a MOTION to authorize the issuance of the Request for Proposals seeking a standby generator for the Airport. Seconded by Vice Chairman Lyman. MOTION PASSED.

15. Discussion/Action on Ballfield Drainage Bid Package

Selectman Lynch made a MOTION to authorize the issuance of the Request for Proposals seeking qualified contractors to complete the ballfield drainage project. Seconded by Selectman Curtis. MOTION PASSED.

16. Discussion/Action on CMP Town Pole Permit

Vice Chairman Lyman made a MOTION to approve CMP Town Pole Permit #10102680201,10102630197. Seconded by Selectman Curtis. MOTION PASSED.

17. Discussion/Action on Appointments

Vice Chairman Lyman made MOTION to appoint Richard LaBelle as Road Commissioner, Town Clerk, Airport Administrator, Sewer Administrator, Tax Collector, Finance Director, Welfare Administrator, E-911 Addressing Officer, Emergency Management Director, Cemetery Superintendent, Freedom of Access Officer, KVCOG General Assembly Representative, and KRDA/First Park General Assembly Representative for a term of one year. Seconded by Selectman Curtis. MOTION PASSED.

Vice Chairman Lyman made a MOTION to appoint Donald Carr, Mark Hodges, Charles LaVerdiere, Kenneth Morgan, Howard Soule, Gilbert Taylor, Glen Davis, Dana Ledger, and Travis Pond to the Airport Advisory Committee for a term of one year. Seconded by Selectman Lynch. MOTION PASSED.

Selectman Curtis made a MOTION to appoint Sharon Bustard, Sherri Lewis, and Valarie Trial to the Parks Committee for a term of one year. Seconded by Vice Chairman Lyman. MOTION PASSED.

Selectman Curtis made a MOTION to appoint Jeffrey McGown to the Norridgewock Water District Board of Trustees for a term of three years. Seconded by Selectman Lynch. MOTION PASSED.

Selectman Curtis made a MOTION to appoint Kris Dubois and Melannie Keister to the Recreation Committee for a term of three years. Seconded by Vice Chairman Lyman. MOTION PASSED.

Selectman Curtis made a MOTION to appoint David “Mike” Obert, Gary Violette, and Joseph “Skip” Viles to the Road Planning Committee for a term of one year. Seconded by Vice Chairman Lyman. MOTION PASSED.

Vice Chairman Lyman made a MOTION to appoint Kimberly Audet, David Axelman, Fred Marshall, Brenda Obert, and Todd Pineo to the Board of Appeals for a term of five years. Seconded by Selectman Curtis. MOTION PASSED.

Vice Chairman Lyman made a MOTION to appoint Selectman Lynch as KVCOG General Assembly Representative for a term of one year. Seconded by Selectman Curtis. Selectman Lynch declined the nomination.

Vice Chairman Lyman made a MOTION to appoint Chairman Everett for a as KVCOG General Assembly Representative for a term of one year. Seconded by Selectman Curtis. MOTION PASSED.

Selectman Curtis made a MOTION to appoint Vice Chairman Lyman as KRDA/First Park General Assembly Alternate Representative for a term of one year. Seconded by Selectman Lyman. MOTION PASSED.

18. Discussion/Action on Signing of Quitclaim Deeds

Selectman Lynch made a MOTION to sign a quitclaim deed releasing the Town’s interest in property identified as Tax Map 2, Lot 8 (276 Walker Road) to Jeffrey J. Warger, for the payment of all back taxes, interest, and fees. Seconded by Selectman Curtis. MOTION PASSED.

Selectman Lynch made a MOTION to sign a quitclaim deed releasing the Town’s interest in property identified as Tax Map 15, Lot 30 (100 Ward Hill Road) to Rickie Hayden, for the payment of all back taxes, interest, and fees. Seconded by Selectman Curtis. MOTION PASSED.

Selectman Lynch made a MOTION to sign a quitclaim deed releasing the Town’s interest in property identified as Tax Map 20, Lot 3-8 (121 Burrill Hill Road) to Robert Marcia and Gloria Marcia, for the payment of all back taxes, interest, and fees. Seconded by Selectman Curtis. MOTION PASSED.

19. Discussion/Action on Disposal of Town-Owned Personal Property

Selectmen Frederick made a MOTION to sell the proposed excess property by sealed bid. Seconded by Vice Chairman Lyman. MOTION PASSED.

20. Other Business

Vice Chairman Lyman made a MOTION to add *Donations* to the agenda. Seconded by Selectman Lynch. MOTION PASSED.

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

Vice Chairman Lyman made a MOTION TO accept a donation from Renee Minton in the amount of \$40.00 to support community food access. Seconded by Selectman Curtis. MOTION PASSED.

Vice Chairman Lyman spoke regarding the Somerset County budget which proposes a 1% increase. He serves on the County Budget Committee and expressed his thanks to County officials for working to mitigate the loss of revenue by closely reviewing expenses.

21. Executive Session to Discuss Acquisition of Real Property or Economic Development Related to Downtown Revitalization, Pursuant to 1 M.R.S.A. § 405(6)(C)

Selectman Lynch made a MOTION to go into Executive Session to Discuss Acquisition of Real Property or Economic Development Related to Downtown Revitalization, Pursuant to 1 M.R.S.A. § 405(6)(C) at 7:56 PM. Seconded by Selectman Curtis. MOTION PASSED.

Selectman Lynch made a MOTION to come out of Executive Session at 8:38 PM. Seconded by Selectman Curtis. MOTION PASSED.

22. Adjournment

Vice Chairman Lyman made a MOTION to adjourn at 8:38 PM. Seconded by Selectman Curtis. MOTION PASSED.