



**Norridgewock Select Board
Meeting Minutes
March 1, 2023
6:00 PM
Conference Room, Norridgewock Town Office**

MEMBERS PRESENT

Matthew Everett, Chair
James Lyman, Vice Chair
Charlotte Curtis
Lindsey Lynch

STAFF PRESENT

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

MEMBERS ABSENT

Dylan Wentworth

Also present for all or part of the meeting were MaryAnn Anderson, Becky Ketchum and Somerset County Commissioner Robert Sezak.

1. Call to Order

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

2. Pledge to the Flag

3. Somerset County District 1 Caucus – Budget Committee Membership

County Commissioner Sezak asked for nominations to the County budget Committee, for a term of three years. Ms. Lynch nominated James Lyman. Seconded by Ms. Curtis. There were no further nominations. Mr. Lyman was elected to the seat.

4. Review/Approve Minutes of February 15, 2023

Mr. Lyman made a MOTION to approve the minutes of February 15, 2023. Seconded by Ms. Lynch. MOTION PASSED.

5. Member Reports

No Reports.

6. Town Manager's Report

See Attached.

7. Discussion/Action on March 1, 2023 General Warrant

Ms. Lynch made a MOTION to approve and sign General Warrant 2023-05 in the amount of \$62,974.63. Seconded by Ms. Curtis. MOTION PASSED.

8. Public Comment (Limited to 2 minutes)

No Comment.

9. Discussion/Action on Proposed Cable Franchise Agreement between the Town of Norridgewock and Somerset Telephone Company d/b/a TDS

Ms. Lynch made a MOTION to approve and sign the attached Cable Franchise Agreement between the Town of Norridgewock and Somerset Telephone Company d/b/a TDS. Seconded by Ms. Curtis. MOTION PASSED.

10. Discussion/Action on Resident Petition to Pave Bigelow Hill Road

Mr. Lyman made a MOTION to refer the petition to the Road Advisory Committee. Seconded by Ms. Lynch. MOTION PASSED.

11. Discussion/Action on Proposed Revisions to the Town of Norridgewock Board of Selectmen Rules of Procedure

Mr. Lyman made a MOTION to approve and sign the amended *Town of Norridgewock Select Board Rules of Procedure*. Seconded by Ms. Lynch. MOTION PASSED.

12. Discussion/Action on Proposed Revisions to the Administrative Code of Ethics

Mr. Lyman made a MOTION to approve and sign the amended *Administrative Code of Ethics*. Seconded by Ms. Lynch. MOTION PASSED.

Sophie May Lane resident Becky Ketchum asked questions regarding the rules of procedure and whether members of the Board would be encouraged to discuss issues among themselves outside the meeting. Mr. LaBelle noted that the intent of the policy is for members to share information during public meetings, so that information can be reviewed in an evidence-like manner.

13. Other Business

Mr. Lyman made a MOTION to add *Discussion/Action on Signing of Quit Claim Deed* to the agenda. Seconded by Ms. Lynch. MOTION PASSED.

Ms. Lynch made a MOTION to sign the quitclaim deed releasing the Town's interest in property located at 17 Wade Street and identified on Town tax maps as Map 028, Lot 037 to Blue Birch Properties, LLC, the owner from whom the property was taken. Seconded by Mr. Lyman. MOTION PASSED.

Ms. Curtis made a MOTION to add *Discussion/Action on Fire Department Spending Authorization* to the agenda. Seconded by Ms. Lynch. MOTION PASSED.

Ms. Lynch made a MOTION to authorize an expense of up to \$20,000.00 to purchase and install a new boiler at the fire department. Seconded by Ms. Curtis. MOTION PASSED.

Mr. Lyman thanked members of the board for the cooperation and productivity over the course of his service. Mr. Lyman also noted that the people of Norridgewock are appreciative of mindful

budgeting, which results in a fair, stable tax rate. Stability, both short-term and long-term, is important. As the community grows, Mr. Lyman cautions that investments should be sustainable. He extended appreciation to the Town Manager and Chair for their work and looks forward to his continued service within the community.

14. Adjournment

Ms. Lynch made a MOTION to adjourn at 6:46 PM. Seconded by Ms. Curtis. MOTION PASSED.