



**Norridgewock Select Board
Meeting Minutes
October 18, 2023
6:00 PM
Conference Room, Norridgewock Town Office**

MEMBERS PRESENT

Matthew Everett, Chair
Lindsey Lynch, Vice Chair
Kelsea Bickford
Ronnie Blodgett
Dylan Wentworth

STAFF PRESENT

Richard LaBelle, Town Manager
Peter Lyman, Bookkeeper

Also present for all or parts of the meeting were Becky Ketchum (via Zoom) and Mike Obert.

1. Call to Order

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

2. Pledge to the Flag

3. Review/Approve Minutes of October 4, 2023

Mr. Blodgett made a MOTION to approve the minutes of October 4, 2023. Seconded by Ms. Bickford. MOTION PASSED.

4. Member Reports

Mr. Blodgett stated that he has been on the rail trail with dogs and that the respect between motorized operators and non-motorized/pedestrians seems to be strong.

5. Town Manager's Report

See Attached.

6. Discussion/Action on October 18, 2023 General Warrant

Ms. Lynch made a MOTION to approve and sign General Warrant 2023-19 in the amount of \$829,613.90. Seconded by Mr. Wentworth. MOTION PASSED.

7. Discussion/Action on October 18, 2023 Airport Warrant

Ms. Lynch made a MOTION to approve and sign Airport Warrant 2023-10 in the amount of \$6,596.29. Seconded by Mr. Wentworth. MOTION PASSED.

8. Discussion/Action on October 18, 2023 Sewer Commitment

Ms. Lynch made a MOTION to approve and sign the October 18, 2023 sewer commitment in the amount of \$23,227.25. Seconded by Mr. Wentworth. MOTION PASSED.

9. Public Comment

Winding Hill Road Resident Mike Obert commended the Fire Department for a job well done in minimizing damage to neighboring properties during the large fire on Wade Street. He noted that, while voters often take issue with the size of the Fire budget, it is occasions like this where the true value of that investment becomes obvious.

10. Discussion on Purchasing Policy

Ms. Lynch made a MOTION to amend the Town of Norridgewock Purchasing Policy as presented. Seconded by Ms. Bickford. MOTION PASSED.

11. Discussion/Action on Motor Vehicle Inventory Policy

Ms. Lynch made a MOTION to adopt the Town of Norridgewock Motor Vehicle Inventory Policy. Seconded by Mr. Wentworth. MOTION PASSED.

12. Discussion/Action on Mercer Fire Protection Agreement

Ms. Lynch made a MOTION to approve and sign the Town of Norridgewock and Town of Mercer Fire Protection Agreement, effective January 1, 2024, through December 31, 2026. Seconded by Mr. Wentworth. MOTION PASSED.

13. Discussion/Action on Grant Acceptance

Ms. Lynch made a MOTION to accept a grant in the amount of \$20,000 from the New Balance Foundation for the purchase of adaptive playground equipment for Oosoola Park. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to accept a grant in the amount of \$2,270 from the Maine Municipal Association for the purchase of surveillance equipment at Oosoola Park. Seconded by Mr. Blodgett. MOTION PASSED.

14. Discussion on Downtown Traffic Ordinance

Mr. LaBelle explained the implications behind a proposed downtown traffic ordinance and sought the opinion of Board members. Ms. Lynch expressed her greatest concern regarding vehicles parking against the flow of traffic. She further noted the responsibility of signage, costs, and enforcement.

The Board discussed opportunities for a park-and-ride location to support people who work out of town. Mr. LaBelle will contact the management at Oosoola Realty to discuss potential cooperative solutions.

15. Other Business

Ms. Lynch made a MOTION to add *Discussion/Action on Pole Permit* to the agenda. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to approve and sign the pole permit for Central Maine Power Company, notification number 10103860960. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to add *Discussion/Action on Appointment Confirmation* to the agenda. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to confirm the appointment of Todd Pineo as Interim Fire Chief, effective November 1, 2023. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to add *Discussion/Action on Trail Maintenance Building* to the agenda. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Bickford made a MOTION to waive the formal bid process to support an expedient construction process and funding availability. Seconded by Ms. Lynch. MOTION PASSED.

Ms. Lynch made a MOTION to hold a pre-bid/proposal site meeting for contractors to seek proposals on the construction of the trail maintenance building from a minimum of three qualified proposers. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch stated that she believes the Board should create a "Preferred Vendor" list; Mr. LaBelle will develop an application for review and implementation to create consistency on list creation and maintenance.

16. Executive Session pursuant to 1 M.R.S.A. § 405(6)(A), to discuss Town Manager performance

Ms. Lynch made a MOTION to enter executive session at 6:56 PM. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to exit executive session at 7:19 PM. Seconded by Mr. Wentworth. MOTION PASSED.

17. Discussion/Action on Town Manager Performance

Ms. Lynch made a MOTION to grant the two-percent (2%) performance increase in accordance with Article VIII of the *Contract Agreement between Norridgewock Select Board and Richard A. LaBelle for a Three (3) Year Period from November 1, 2021 to October 31, 2024*. Seconded by Mr. Wentworth. MOTION PASSED.

18. Adjournment

Mr. Blodgett made a MOTION to adjourn at 7:19 PM. Seconded by Mr. Wentworth. MOTION PASSED.