



**Norridgewock Select Board
Meeting Minutes
December 20, 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
Todd Pineo, Interim Fire Chief

Also present for all or parts of the meeting were Becky Ketchum 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 December 6, 2023

Ms. Lynch made a MOTION to approve the minutes of December 6, 2023. Seconded by Mr. Wentworth. MOTION PASSED.

4. Member Reports

Ms. Lynch noted her concern about traffic safety on River Road, given the excessive amount of silt that remained after the river receded. Mr. LaBelle will contact DOT to advise them of the issue. Ms. Lynch also extended her thanks to the line crews that were working diligently to restore electricity.

Mr. Blodgett extended his thanks to everyone involved in responding to the wind/rain/flood storm. Of note were emergency responders, public works, partner contractors, and volunteers. Ms. Bickford and Mr. Everett shared the same sentiment of thanks.

Mr. Everett noted that he has concerns about the operation of the traffic light at the intersection by the bank and post office. It seems that people are running through red lights far more frequently. Mr. Blodgett suggested the Town request a deputy detail to enhance compliance.

5. Town Manager's Report

See Attached.

6. Discussion/Action on December 20, 2023 General Warrant

Ms. Lynch made a MOTION to approve and sign General Warrant 2023-22 in the amount of \$275,537.38. Seconded by Mr. Wentworth. MOTION PASSED.

7. Discussion/Action on December 20, 2023 Airport Warrant

Ms. Lynch made a MOTION to approve and sign Airport Warrant 2023-12 in the amount of \$48,740.09. Seconded by Mr. Wentworth. MOTION PASSED.

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

8. Discussion/Action on December 20, 2023 Sewer Commitment

Ms. Lynch made a MOTION to approve and sign the December 20, 2023 Sewer Commitment in the amount of \$26,429.00. Seconded by Mr. Wentworth. MOTION PASSED.

9. Public Comment

Interim Fire Chief Todd Pineo provided a department update in response to the week's disaster. As of the meeting time, Norridgewock Fire had responded to 29 calls for service. These calls were answered by 10 firefighters. There were two major life safety responses: one where an individual was rescued from a vehicle; the second was an incident where a couple was rescued from their home amid flooding. Chief Pineo extended thanks to Madison, Skowhegan, and Smithfield Fire Departments, as well as Mr. LaBelle, Public Works, and local contractors who helped to keep roads open.

10. Discussion/Action on Resignations

Ms. Lynch made a MOTION to accept Todd Pineo's resignation from the TIF Advisory Committee, effective January 1, 2024. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to accept Todd Pineo's resignation from the Board of Appeals, effective January 1, 2024. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to accept Todd Pineo's resignation as Trustee from the Norridgewock Water District, effective February 2, 2024. Seconded by Mr. Wentworth. MOTION PASSED.

11. Discussion/Action on Local Philanthropic Grants

Ms. Bickford noted that the 2023 allocation for philanthropic grants has not been exhausted. She is passionate about Kennebec Behavioral Health and the Hospice Volunteers of Somerset County; she suggests the Town make donations to both.

Ms. Bickford made a MOTION to donate \$600.00 to Kennebec Behavioral Health. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Bickford made a MOTION to donate \$1,009.32 to Hospice Volunteers of Somerset County. Seconded by Ms. Lynch. MOTION PASSED.

12. Discussion/Action on Text Alert System Proposals

Ms. Lynch made a motion to accept the proposal from CivicPlus, in the amount of up to \$2,500.00 for CivicReady Core Package mass notification system. Seconded by Mr. Wentworth. MOTION PASSED.

13. Discussion/Action on Playground Equipment Purchase

Ms. Bickford made a MOTION to waive the formal purchasing process due to the goods being unique and the limited number of vendors that are able to provide them. Also, the funds being expended are from a grant. Seconded by Ms. Lynch. MOTION PASSED.

Ms. Bickford made a MOTION to authorize up to \$16,828 for the purchase and delivery of adaptable playground equipment from AAA State of Play. Seconded by Mr. Wentworth. MOTION PASSED.

14. Discussion/Action on 2024 Animal Housing Contract

Mr. Wentworth made a MOTION to authorize the Town Manager to sign the Animal Housing Contract between the Town of Norridgewock and Somerset Humane Society, January 1, 2024 through December 31, 2024, in the amount of \$8,195.00 (\$2.50 per capita). Seconded by Ms. Lynch. MOTION PASSED.

15. Discussion/Action on Preferred Vendor Application

The Board reviewed the draft application and suggested a number of changes. A revised version will be considered at the next regular meeting. No action was taken.

16. Other Business

Ms. Lynch inquired about the status of gravel roads and ongoing maintenance. The recent storm created a lot of issues on local roads, and she is concerned. The issue will be sent to the Road Committee and Public Works for consideration, but Road Advisory Committee Member Mike Obert stated that there is a standard method for road preparation ahead of winter and that the recent storm is something that caused damage that will need to be repaired when weather permits.

17. Discussion/Action on 2024 Budget

Ms. Bickford made a MOTION to recommend a budget of \$451,700.00 for the 2024 Administration Department. Seconded by Ms. Lynch. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$18,100.00 for the 2024 Elected Officials Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$26,600 for the 2024 Assessing Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$131,010.00 for the 2024 Public Safety Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$318,426.00 for the 2024 Fire Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$753,675.00 for the 2024 Public Works Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$6,650.00 for the 2024 Cemeteries Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$5,600.00 for the 2024 General Assistance Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$32,325.00 for the 2024 Recreation Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$30,380.00 for the 2024 Parks Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$51,280.00 for the 2024 Libraries Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$46,100.00 for the 2024 Code Enforcement Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$2,200.00 for the 2024 Planning Board Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$8,000.00 for the 2024 Local Philanthropy Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$45,000.00 for the 2024 Summer Grounds Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$93,423.00 for the 2024 Debt Service. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$31,536.00 for the 2024 Unclassified Department. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$10,000.00 for the 2024 Contingency. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$1,060,000.00 for the 2024 Reserve Accounts. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$1,823,168.00 for 2024 Anticipated Local Revenues. Seconded by Mr. Wentworth. MOTION PASSED.

Ms. Lynch made a MOTION to recommend a budget of \$579,600.00 for 2024 Anticipated State Revenue. Seconded by Mr. Wentworth. MOTION PASSED.

Mr. Wentworth made a MOTION to warrant a secret ballot referendum article asking voters to consider up to \$60,000 from surplus to build a new gazebo for Oosoola Park. Seconded by Mr. Blodgett. MOTION PASSED.

The consensus of the Board is to recommend utilizing up to \$500,000 from surplus to offset tax commitment in 2024. There was no formal action taken.

19. Adjournment

Ms. Lynch made a MOTION to adjourn at 7:45 PM. Seconded by Mr. Wentworth. MOTION PASSED.