



**Norridgewock Select Board  
Meeting Minutes  
April 17, 2024  
6:00 PM  
Conference Room, Norridgewock Town Office**

**MEMBERS PRESENT**

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

**STAFF PRESENT**

Richard LaBelle, Town Manager  
Peter Lyman, Bookkeeper  
Todd Pineo, Fire Chief

**MEMBERS ABSENT**

Cheyenne Goodrich

Also present for all or parts of the meeting were Mike Obert and Skip Viles.

**1. Call to Order**

Mr. Everett called the meeting to order at 6:00 PM.

**2. Pledge to the Flag**

**3. Review/Approve Minutes of April 3, 2024**

\_\_\_ made a MOTION to approve the minutes of April 3, 2024. Seconded by \_\_\_. MOTION PASSED.

**4. Member Reports**

Ms. Lynch expressed concerns over River Road's short-term and long-term maintenance, especially given recent safety concerns. She requests the Board consider this topic under Other Business.

Mr. Blodgett stated that he had seen the lot on Wade Street that was recently cleaned up and that it looked very good. He complimented the contractor, DMO Landscaping.

**5. Town Manager's Report**

See Attached.

**6. Discussion/Action on April 17, 2024 General Warrant 2024-07**

Ms. Lynch made a MOTION to approve and sign General Warrant 2024-07 in the amount of \$324,352.60. Seconded by Mr. Blodgett. MOTION PASSED.

**7. Discussion/Action on April 17, 2024 Airport Warrant 2024-04**

Ms. Lynch made a MOTION to approve and sign Airport Warrant 2024-04 in the amount of \$11,500.77. Seconded by Mr. Blodgett. MOTION PASSED.

**8. Discussion/Action on April 17, 2024 Sewer Commitment**

Ms. Lynch made a MOTION to approve and sign the April 17, 2024 Sewer Commitment in the amount of \$23,792.00. Seconded by Mr. Blodgett. MOTION PASSED.

**9. Public Comment**

Road Advisory Committee members Skip Viles and Mike Obert spoke regarding two pending projects and their status. The Wilder Hill Road project is nearing the end of the design phase, and the town hasn't yet scoped the culvert of Upper Main Street. Representatives from FEMA will be in town later this week to review the culvert and shoulder of Upper Main Street.

**10. Public Hearing on Proposed ARPA Expenditures**

Mr. Everett opened the public hearing at 6:18 PM.

Mr. LaBelle provided a brief overview of the proposed projects presently considered for funding. Proposed expenditures include funding a fire department side-by-side project, purchasing a trailer for emergency management and elections needs, and installing surveillance equipment at the fire station and library. He noted that the funds were not subject to the restrictions of the American Rescue Plan Act (ARPA), as all funds have been written off as lost revenues; however, the Select Board has been committed to targeting the funds to projects and causes that align with the mission of the funding.

Winding Hill Road resident Mike Obert stated that he believes there is value in installing cameras. He has seen evidence of them being an effective deterrent to personal property.

Mr. Everett closed the public hearing at 6:23 PM.

**11. Discussion/Action on Fire Department Side-by-Side, Trailer, Skid Proposals**

Mr. LaBelle provided an update on the requests for proposals received. A basic bid tab was created; however, the Department reviewed all proposals to consider each submission as equitably as possible. He presented the summary.

Ms. Lynch made a MOTION to authorize the purchase of the side-by-side from Cove-Side Wheel and Ski in an amount of up to \$37,984.00 with funds from the Alice Emery donation. Seconded by Mr. Blodgett. MOTION PASSED.

*Note: This proposal represents the lowest proposal that is most compliant with the issued specifications.*

Ms. Lynch made a MOTION to waive Section 4(c) of the Purchasing Policy as the product being acquired (skid unit) is uniquely sourced, pursuant to Section 11 of the Purchasing Policy. Seconded by Mr. Blodgett. MOTION PASSED.

Ms. Lynch made a MOTION to authorize the purchase of the skid unit from Kimtek Corporation in an amount of up to \$9,240.00 with funds from the Alice Emery donation. Seconded by Mr. Blodgett. MOTION PASSED.

## **12. Discussion/Action on ARPA Expenditures**

Ms. Lynch made a MOTION to waive Section 4(d) of the Purchasing Policy and to accept written proposals from two qualified local trailer vendors as satisfactory, pursuant to Section 11 of the Purchasing Policy. Seconded by Mr. Blodgett. MOTION PASSED.

Ms. Lynch made a MOTION to authorize the purchase of a trailer as proposed by Charlie & Son Sales and Service, Inc. in an amount of up to \$17,620.50 with funds from the Alice Emery donation and up to \$14,845.00 to be appropriated from ARPA. Seconded by Mr. Blodgett. MOTION PASSED.

Ms. Lynch made a MOTION to authorize the expense of up to \$7,000.00 on other side-by-side project-related costs to be appropriated from ARPA. Seconded by Mr. Blodgett. MOTION PASSED.

Ms. Lynch made a MOTION to waive Section 4(d) of the Purchasing Policy and to accept written proposals from two qualified local trailer vendors as satisfactory, pursuant to Section 11 of the Purchasing Policy. Seconded by Mr. Blodgett. MOTION PASSED.

Ms. Lynch made a MOTION to authorize the purchase of an emergency management/elections trailer as proposed by Charlie & Son Sales and Service, Inc. in an amount of up to \$9,000.00 from ARPA, including lettering. Seconded by Mr. Blodgett. MOTION PASSED.

Ms. Lynch made a MOTION to authorize the expenditure of up to \$5,500.00 from ARPA for the purchase and installation of security cameras for the Mercer Road Library and Fire Station. Seconded by Mr. Blodgett. MOTION PASSED.

Fire Chief Todd Pineo noted that there should be an additional conversation between administration and Department officials regarding the location of the cameras. There was no objection.

## **13. Discussion/Action on 2024 Roads for ATV Trails**

Ms. Lynch made a MOTION to open all Town-owned and maintained roads for ATV trails, as amended. Seconded by Mr. Blodgett. MOTION PASSED.

## **14. Discussion/Action on Biannual Election Clerk Appointments**

Ms. Lynch made a MOTION to appoint Elections Clerks, as presented, effective May 1, 2024, through April 30, 2026. Seconded by Mr. Blodgett. MOTION PASSED.

## **15. Other Business**

Ms. Lynch made a MOTION to add *Discussion/Action on River Road Safety* to the agenda. Seconded by Mr. Blodgett. MOTION PASSED.

Ms. Lynch made a MOTION to sign and send a letter to the Maine Department of Transportation with copies to the Maine Department of Public Safety, Somerset County Sheriff's Office, Senator Farrin, and Representative Ducharme regarding the safety and maintenance of River Road. Seconded by Mr. Blodgett. MOTION PASSED.

Fire Chief Pineo stated that the new technology for crash scene analysis was extraordinarily effective. The Sheriff's Office recently obtained it and will add a drone to the package. It allowed the scene to be processed efficiently and cleared in a far shorter amount of time.

**16. Adjournment**

Ms. Lynch made a MOTION to adjourn at 6:52 PM. Seconded by Mr. Blodgett. MOTION PASSED.