



**BOARD OF SELECTMEN  
MEETING MINUTES  
JANUARY 3, 2018  
6:00 PM**

Attendance: Chairman Ronald Frederick, Vice Chairman James Lyman, Selectmen, Charlotte Curtis and Joshua Chartrand. Selectman Everett arrived at 6:37 PM. Also present for all or parts of the meeting were Town Manager Richard LaBelle, Office Clerk Kelly Green, Fire Chief David Jones, and Bookkeeper Peter Lyman.

**1. Call to Order**

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

**2. Pledge to the Flag**

**3. Review/Approve Minutes of December 20, 2017**

Selectman Lyman made a motion to approve the minutes of December 20, 2017. Seconded by Selectman Chartrand. Motion Passed.

**4. Selectmen's Reports**

Selectman Chartrand states that he has heard positive feedback on the newly installed gateway signs. He also expresses concern regarding winter road maintenance on Christmas Day. The Town Manager states that it was difficult to keep up with the storm, as it was a big travel day, but the accumulation took place in a very short period of time. The roads were comparable, if not better, than other neighboring roads.

**5. Town Manager's Report**

See Attached

**6. Discussion/Action to approve January 3, 2018 Warrant**

**a. General Warrant #25**

Selectman Lyman made a motion to approve and sign General Warrant #25 in the amount of \$67,554.16, of which \$42,700.00 is hydrant rental from the Water District. Seconded by Selectman Curtis. Motion Passed.

**7. Other Business**

No other business.

**8. Public Comment (Limited to 2 minutes)**

No public comment.

**9. Discussion/Action on Spirit of America Award**

The Town Manager provides an overview of the award, past recipients, and the working list from the previous year. He also suggests adding Skowhegan Savings Bank for consideration.

Selectman Lyman made a motion to award the 2018 Spirit of America Award for Norridgewock to Ryan Jones. Seconded by Selectman Curtis. Motion Passed.

**10. Discussion/Action on Town Report Dedication**

A list of previous awardees is supplied. Selectman Frederick suggests David Lyman for consideration.

Selectman Curtis made a motion to dedicate the 2017 Town Report to David Lyman. Seconded by Selectman Chartrand. Motion Passed.

**11. Discussion/Action on Agreement for Engineering Services for Ward Hill Road Improvements Project**

The Town Manager provided an update regarding the proposals. After the last meeting, Dirigo provided two alternate proposals for services. One proposal excluded the bidding services, while another excluded large portions of design and oversight, as well as bidding. The Town Manager recommends accepting the services agreement, as set out in Revised Proposal A.

Selectman Chartrand made a motion to authorize the contracting of engineering services for Ward Hill Road Improvements Project with Dirigo Engineering in the amount of \$23,000, subject to the terms set forth in Revised Proposal A, as attached. Seconded by Selectman Curtis. Motion Passed.

Selectman Everett arrives at 6:37 PM.

**12. Discussion/Action on 2018 Budget**

Chairman Frederick requested a change in the agenda order to advance consideration of 2018 Budgets ahead on the agenda. Selectman Lyman made a motion to move consideration of proposed Discussion/Action on 2018 Budget to current position. Seconded by Selectman Curtis. Motion Passed.

The Town Manager explained spreadsheets analyzing the impact of department requested wage changes on the budget. The Board discusses that it will be between the Fire Chief and the Town Manager that wage adjustments would be agreed to.

Selectman Lyman made a motion to recommend the 2018 Fire Department budget in the amount of \$100,655.40. Seconded by Selectman Chartrand. Motion Passed.

Selectman Everett made a motion to recommend \$73,200.00 for 2018 Capital Reserve budget. Seconded by Selectman Curtis. Motion passed.

Fire Chief David Jones inquired about the possible funding of a new fire truck. The Board would like to see the Department apply for a grant in order to help finance the purchase of a new truck. Selectman Everett states that the need for a new fire truck requires long-term planning and should have been prepared for over a period of years and not weeks; he suggests considering a two-year funding proposal. Chief Jones stated that he did not know if the truck would make it another year, but that it would need body work.

There was discussion about funding sources, between the Town and external funding sources. The Town Manager states that it is important to have a grasp on the balance of the undesignated fund balance before committing to any warrant article. Also, it is important to understand the impact on any increase in spending over last year, as the revaluation has realized nearly all of the Town's value. An estimate of the undesignated fund balance, as well as additional financial implications will be reviewed at the next meeting.

Selectman Lyman made a motion to recommend \$30,028.00 for 2018 Unclassified budget. Seconded by Selectman Curtis. Motion passed.

Selectman Lyman made a motion to recommend \$83,398.12 for 2018 Debt Service budget. Seconded by Selectman Curtis. Motion passed.

Selectman Lyman made a motion to recommend \$60,000.00 for 2018 Overlay budget. Seconded by Selectman Curtis. Motion passed.

Selectman Lyman made a motion to recommend \$500,000.00 for 2018 Roads budget. Seconded by Selectman Curtis. Motion passed.

Selectman Lyman made a motion to recommend \$1,200,936.42 for 2018 Anticipated Revenues. Seconded by Selectman Everett. Motion passed.

The Board reviewed proposed language for the disposal of tax/sewer-fee acquired property. The proposed language is agreeable and will be presented for a vote and final review at the next meeting.

13. **Executive Session to Discussion Union Negotiations pursuant to 1 M.R.S.A. §405(6)(D)**

Selectman Everett made a motion to enter executive session at 7:25PM, pursuant to 1 M.R.S.A. §405(6)(D) to discuss union negotiations. Seconded by Selectman Chartrand. Motion Passed.

Selectman Lyman made a motion to adjourn executive session at 8:19 PM. Seconded by Selectman Curtis. Motion Passed.

**14. Adjournment**

Selectman Curtis made a motion to adjourn at 8:19 PM. Seconded by Selectman Chartrand. Motion Passed.