



**Board of Selectmen  
Meeting Minutes  
March 4, 2020  
6:00 PM  
Conference Room, Norridgewock Town Office**

APPROVED  
03/18/2020

**MEMBERS PRESENT**

Ronald Frederick, Chair  
James Lyman, Vice Chair  
Matthew Everett  
Lindsey Lynch  
Sara "Sallie" Wilder

**STAFF PRESENT**

Richard LaBelle, Town Manager  
Sharon Dodge, Clerk  
David Savage, Code Enforcement Officer

Also present for all or parts of the meeting were Casey Morgan, Brandy Morgan, Nanci Greene, Paul Tempesta

**1. Call to Order**

The Meeting was called to order at 6:00 PM by Town Clerk Richard LaBelle

**2. Pledge to the Flag**

**3. Election of Chairman**

Selectman Lyman made a MOTION to nominate Selectman Ronald Frederick as Chairman. Seconded by Selectman Wilder. There were no additional nominations. Ronald Frederick ELECTED Chairman (4-0-1, Everett, Lyman, Lynch, Wilder in favor; Frederick abstained).

**4. Election of Vice Chairman**

Selectman Wilder made a MOTION to nominate Selectman James Lyman as Vice Chairman. Seconded by Selectman Everett. There were no additional nominations. James Lyman ELECTED Vice Chairman (4-0-1, Frederick, Everett, Lynch, Wilder in favor; Lyman abstained).

**5. Review/Approve Minutes of February 19, 2020**

Vice Chairman Lyman made a MOTION to approve the minutes of February 19, 2020. Seconded by Selectman Wilder. MOTION PASSED.

**6. Public Hearing on Junkyard Application (84 Willow St.)**

Chairman Frederick opened the Public Hearing on the application for a proposed junkyard, to be located at 84 Willow St., at 6:02 PM.

Selectman Lindsey Lynch disclosed her status as an abutter.

Willow Street resident Casey Morgan expressed concerns about noise, road conditions, water quality, wetlands/vernal pools, and impact on property values. He also discusses the standards for application and the importance of compliance with law. Mr. Morgan also contends that the application is incomplete; he opposes the application.

Code Enforcement Officer David Savage states that many of the regulations surrounding junkyard applications are regarding location; he believes the application is in compliance with such restrictions.

There was discussion regarding property lines/boundaries and the need for a survey. Vice Chairman Lyman expressed his need for site photographs in order to accurately assess the application. Lyman also questions the content of the agreement between the land lessor and lessee and the legal implications of such agreements.

Willow Street resident Brandy Morgan states her belief that previous professional practices, as well as character should be considered when reviewing an application.

Willow Street resident Paul Tempesta stated that he did not believe that the application should be considered based on best practices, but that the applicant should be given the chance to demonstrate compliance.

Burrill Hill Road resident Nanci Green stated that she believed the property should be cleaned up and brought into compliance before the application is considered. This would demonstrate good faith by the applicant and would be easier for the Town to monitor compliance if a permit is granted.

Chairman Frederick closed the Public Hearing on the application for a proposed junkyard, to be located at 84 Willow St at 6:49 PM.

## **7. Discussion/Action on Junkyard Application (84 Willow St.)**

Vice Chairman Lyman asked the Town Manager to contact Maine Municipal Association Legal regarding whether the Town may be liable for road damages should a permit be granted.

The Board discussed the completeness of the application. It was determined that the application was deficient and needed additional information provided, specifically in the following areas: site photographs, site plan (to identify location of operations, including draining/dismantling location), property survey/boundary lines, roads within 1,000 feet, location related to the flood plain, and demonstration of being a viable business entity.

Vice Chairman Lyman made a MOTION to deem the application incomplete and to grant the applicant up to 60 days to complete the application, or the application will be denied. Notices of future hearing to be sent to abutters at the expense of the applicant. Seconded by Selectman Wilder. MOTION PASSED.

## **8. Selectmen's Reports**

Selectman Wilder stated that she received complaints about the sound system at Town Meeting; it was difficult for people to hear.

Selectman Everett said there is an issue with water pooling at the end of Wilder Hill Road, near the intersection of Route 2. He believes this section needs to be included in the Town's road plan for resolution.

Vice Chairman Lyman expressed concerns about the condition of River Road. Chairman Frederick echoed these concerns. The road condition has been shared with Senator Farrin and the Town Manager will be contacting Maine DOT to reiterate safety concerns.

Selectman Lynch inquired about the number of write-in votes received by candidates for the Budget Committee. The Town Manager stated that there may have been a typo when results were transferred from the legal, handwritten documents to the electronic document when posted. He will provide Selectmen Lynch will clarification/confirmation as soon as possible.

Chairman Frederick stated that he has heard both positive and negative feedback regarding the recent roadside mulching completed in town, specifically on Frederick Corner Road. He states that he believes the appearance concerns will soon be mitigated and the final product will be satisfactory.

## **9. Town Manager's Report**

See Attached.

## **10. Discussion/Action on March 4, 2020 General Warrant #5**

Vice Chairman Lyman made a MOTION to approve and sign the March 4, 2020 General Warrant # 5 in the amount of \$257,276.34. Seconded by Selectman Wilder. MOTION PASSED.

## **11. Public Comment (Limited to 2 minutes)**

No Comment.

## **12. Review of Selectmen's Policies & Procedures**

- a. Contact Information
- b. Communication Formats
- c. Freedom of Access Laws

## **13. Discussion/Action on Financial Policies**

### **a. Payroll Warrant Policy**

Selectman Everett made a MOTION to approve and sign the Payroll Warrant Policy, authorizing Selectmen Lynch and Wilder as signatories under the terms of the policy. Seconded by Vice Chairman Lyman. MOTION PASSED.

**b. Tax Payment Policy**

Vice Chairman Lyman made a MOTION to approve and sign the Tax Payment Policy. Seconded by Selectman Everett. MOTION PASSED.

**c. Sewer Payment Policy**

Selectman Wilder made a MOTION to approve and sign the Sewer Payment Policy. Seconded by Selectman Everett. MOTION PASSED.

**14. Discussion/Action on Quitclaim Deed for Map 002, Lot 023 to Benjamin A. Murray**

Vice Chairman Lyman made a MOTION to sign a quitclaim deed releasing the Town's tax-acquired interest in property located at 338 Walker Road and identified as Map 002, Lot 023 to Benjamin Murray and Veronica Libby Murray, pursuant to the Land Purchase Installment Agreement dated May 17, 2019. Seconded by Selectman Lynch. MOTION PASSED.

**15. Other Business**

Vice Chairman Lyman made a MOTION to add *Discussion/Action on Agreement between the Town and Central Maine Power Company for LED Lighting Upgrades* to the agenda. Seconded by Selectman Everett. MOTION PASSED.

Vice Chairman Lyman made a MOTION to authorize the Town Manager to sign the agreement with Central Maine Power Company for the conversion of existing street lights to light emitting diode (LED) lights for a term not to exceed 15 years. Seconded by Selectman Everett. MOTION PASSED.

Vice Chairman Lyman made a MOTION to add *Discussion/Action on Quitclaim Deed for Map 031, Lot 006* to the agenda. Seconded by Selectman Wilder. MOTION PASSED.

Selectman Everett made a motion to sign a quitclaim deed releasing the Town's tax-acquired interest in property located at 42 Madison Road and identified as Map 031, Lot 006 to Steven Bouffard and Diane Bouffard. Seconded by Selectman Lynch. MOTION PASSED.

Vice Chairman Lyman made a MOTION to add *Legislative Testimony* to the agenda. Seconded by Selectman Wilder. MOTION PASSED.

Selectmen Everett made a MOTION to approve and submit legislative testimony regarding LD 2122, *Resolve, Designating Portions of Route 139 and 201A in Somerset County the Corporal Eugene Cole Way*. Seconded by Selectman Lynch. MOTION PASSED.

Selectman Lynch made a MOTION to add *Discussion/Action on Town Meeting Minutes* to the agenda. Seconded by Selectman Everett. MOTION PASSED.

Vice Chairman Lyman made a motion to approve the minutes of the March 2, 2020 Annual Town Meeting. Seconded by Selectman Everett. MOTION PASSED.

Vice Chairman Lyman made a MOTION to add *Discussion/Action on Summer Property Maintenance Agreement* to the agenda. Seconded by Selectman Wilder. MOTION PASSED.

Selectman Wilder made a MOTION to authorize the Town Manager to sign the agreement with York's Lawn Care for seasonal property maintenance, in the total amount of \$46,000.00. Seconded by Vice Chairman Lyman. MOTION PASSED.

Selectman Wilder made a MOTION to add *Discussion/Action on Tax Map Digitization Agreement* to the agenda. Seconded by Vice Chairman Lyman. MOTION PASSED.

Selectman Wilder made a MOTION to authorize the Town Manager to sign the agreement with CAI Technologies for the digitization of tax maps and related services, in the total amount not to exceed \$22,000.00. Seconded by Selectman Everett. MOTION PASSED.

Selectman Everett made a MOTION to add *Discussion/Action on Archiving Services Agreement* to the agenda. Seconded by Selectman Wilder. MOTION PASSED.

Selectman Everett made a MOTION to authorize the Town Manager to enter into an agreement with Records Management Center for archiving services, in an amount not to exceed \$23,000.00. Seconded by Selectman Wilder. MOTION PASSED.

## **16. Adjournment**

Selectman Wilder made a motion to adjourn at 8:03 PM. Seconded by Selectman Everett. MOTION PASSED.