

MINUTES
MEETING OF THE RICHMOND BOARD OF SELECTMEN
TOWNOFFICE CONFERENCE ROOM
6:00p.m.-WEDNESDAY, APRIL 3, 2013

1.0 CALL TO ORDER

Selectmen Present: Clarence Cummins, Gary Poulin, Rose Beckwith, Peter Warner and Tracy Tuttle.

Others Present: O'Neil Laplante, Paul Adams, Kevin McGinnis, Laurisa Loon-Executive Assistant, Marian Anderson-Town Manager, Tom Nugent, Stacey Chandler and Ryan Chandler.

2.0 PLEDGE OF ALLEGIANCE

3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF MARCH 20, 2013

Selectman Poulin made a motion to approve the minutes, Selectman Warner seconded, motion passed (4-0). (Selectman Tuttle not present).

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

4.1 Appointment of Russell Hughes to the Planning Board as Member and Chairman.

Selectman Beckwith made a motion to appoint Russell Hughes as member and Chairman of the Planning Board, Selectman Warner seconded, motion passed (4-0).

4.2 Appointment of James Valley as the Code Enforcement Officer and Health Inspector.

Selectman Warner made a motion to appoint James Valley as the Code Enforcement Officer and Health Inspector, Selectman Poulin seconded, motion passed (4-0).

4.3 Appointment of Roxann Calkins-Renfro as Animal Control Officer

Selectman Beckwith made a motion to appointment Roxann Calkins-Renfro as Animal Control Officer, Selectman Warner seconded, motion passed (4-0).

Selectman Warner would like the board to consider the appointment of O'Neil Laplante as a member to the Comprehensive Plan committee, Selectman Poulin seconded, motion passed (4-0).

5.0 PUBLIC HEARINGS, PRESENTATION-None

6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

6.1 Town Landing Improvement

Selectman action requested to award the bid for the Town Landing Improvements project.

The Town Manager stated that the low bidder was Hagar Enterprises. Selectman Warner made a motion to accept the bid, Selectman Beckwith seconded, motion passed (5-0). Selectman Cummins asked if the old docks can be salvaged. The Town Manager will ask the question.

7.0 ADMINISTRATIVE ITEMS-NEWBUSINESS

7.1 Severe Weather Closing Policy

Selectman Warner stated the Town should allow the office to be open unless people can't be here, if you leave use personal time or vacation time, we don't need to close if people are willing to come to work. Selectman Tuttle stated that we budget for our employees to work we can't control nature; people are working pay check to pay check, to have a day without pay if we close the town office. A lot of places get paid if they close, I don't know how much it's saving us. I don't know how much we close the office. If it was for an extend number of days in an event, employees could volunteer. Selectman Poulin added that at his last position if the business closed he got paid. Selectman Beckwith stated that the RSU does not pay if they close due to inclement weather. Selectman Cummins stated that it his experience if you cannot make it in to work you did not get paid.

Ryan Chandler stated that only the Finance Director understood the employees were not getting paid. He believes all other employees thought they were getting paid. It is not in the personnel policy, or the union contract. We had to go to the vault to find this policy.

The Town Manager added that Richmond appears to be "policy happy," there are a lot of policies in the vault.

O'Niel Laplante added that there are a lot of policies that have been adopted that are not in effect.

Selectman Tuttle believes that the town should pay the employees and/or return any vacation hours used. The board needs to go over policies and give each employee a chance to review them. Selectman Poulin stated that maybe they should be given one day a year that can be used during a storm if not used it goes away. Selectman Cummins added that would need to be negotiated into the union contract.

Selectman Tuttle made the motion to pay employees or fix time they may have taken from vacation, Selectman Beckwith seconded, Selectman Cummins stated that this is a one- time only exception, next time we close we follow the policy, if they want to get paid, they need to be in the building, motion passed (5-0).

8.0 ASSESSOR ITEMS-NEW BUSINESS

8.1 Assessor Initiative Abatement-U07-036-00 11/12 \$201.28 & 12/13 \$201.78

This is a correction on abatements approved at the March 6th Selectmen meeting.
(Abatement amount changed)

Selectman Beckwith made a motion to approve the abatement, Selectman Tuttle seconded, motion passed (5-0).

8.2 Supplemental-U07-036-00 11/12 \$462.40 & 12/13 \$465.12

This is a correction on a supplemental approved at the March 6th Selectmen meeting.
(Change in due dates)

Selectman Warner made a motion to approve the supplemental, Selectman Beckwith seconded, motion passed (5-0).

9.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

9.1 Public

Kevin McGinnis of Northeast Ambulance supplied the board with a quarterly EMS report for the town from Jan 1st to March 31, 2013. They have met with both the Fire and Police Chief on response times. The Police Chief suggested using a response time standard. They have also redrafted the contract based on the Town attorney's suggestions.

Resident Tom Nugent made a comment about what the salaries are for the town employees. Take this issue up with the selectmen, make this a regular part of the budget process, he would like to see what percentage of the budget are salaries. The Town Manager replied that the budget committee does receive a complete budget that includes all; salaries and expenditures, they receive them monthly even when they are not meeting. The March newsletter provided all the salaries for employees. Selectman Cummins stated that each year they try to get the information out there. One year we had a screen but it was hard to see, the next year we published details the paper gets thrown away. The Town Manager replied that we put it up on the website and in the newsletter that gets mailed to every household in town. Tom Nugent responded that what you did this year was extremely helpful.

Resident Paul Adams stated that the public hearing on the library was an insult to the public, it was held in an inadequate space, when you send it to everyone, you should have provided adequate space to accompany that many people. Steve Musica spoke with him and stated he wasn't happy. Selectman Cummins added that we can't use the fire station, the school is very difficult unless you schedule ahead of time, we do have a meeting area problem, we agree with you. Where would you have held the meeting? Paul Adams responded that he would have used the public work's building, open up a

bay, its ADA accessible. The Town Manager responded that we worked so hard to get the word out about the meeting, it's an idea, it's a good comment, it was a disappointment but we were happy to see the turnout. Selectman Tuttle added it is a safety issues using public works with the other equipment in the building. Selectman Cummins asked is it hard to schedule the space at the Marcia Buker School. The Town Manager responded that it's the same application. She feels the relationship is better with the school that it wouldn't be a problem to use the facility.

O'Neil Laplante suggested the Grange Hall. The Town Manager stated that is a good suggestion. Selectman Warner stated they would like a donation towards heat if we used the building.

9.2 Town Manager

The Town Manager provided a letter addressed to the Historical Preservation Commission supporting the work and expansion done on the Main Street building owned by Kennebec River Biosciences. They received a loan to renovate one of the buildings through the State.

Ryan Chandler former CEO stated that he is not sure why they are giving him a hard time. The state feels they can make those requirements because it's a state loan.

The Manager stated she received an application from Molly Bishop the Middle School Baseball/Softball Coach to use Houdlette Field April 12th through June 5th for middle school baseball/softball. We forwarded this along to RYRA. We received an email back from the vice president stating they have not finalized their schedule at this point. Once we know the schedules we can move forward with the application. We will bring this application back to the meeting on the 17th if anything arises.

9.3 Selectmen

Selectman Warner wanted to discuss town meeting and the public microphone direction it should have faced the public not the board. Selectman Tuttle stated she was frustrated with the counting situation. The Town Manager added that she will make notes right away on what can be better for next year. Selectman Tuttle would like to see a larger ticket used during voting. The Manager also suggested paper votes it takes longer but you will have a more accurate count. Selectman Beckwith suggested town meeting going to a secret ballot vote.

Selectman Poulin stated that he understands money is tight but we need to discuss the future of the roads. Public Works graded the dirt roads today. They did a great job, but in certain areas it needs to be dug out and new gravel added and graded to get rid of the actual pot hole. The Town Manager stated the board could make it part of the capital improvement plan and have for discussion next year. We do have some debt that

will retire in 2015 and 2016 maybe those years we can put more in capital to take care of some of the road improvement issues. The Town Manager stated she will talk with Allan Moeller. She has received calls from Lincoln Street residents regarding the condition of the road.

Selectman Tuttle would like to further discuss the issues at town meeting. She feels the moderator fell short. I don't know if there is a way of deciding who we can get or who has more experience. Maybe it is just give the new guy a chance. Selectman Cummins echoes Selectman Warner's comment on the microphone direction and the moderator. Also the handout on the rules referred to as the "green sheet" has got to go. He does not agree with a motion to dismiss without discussion. Roberts Rules takes a 2/3 vote, Maine Municipal uses a 2/3 vote, we should not use this handout. The Town Manager stated she would explore what are options are for next year. Selectman Cummins would like to look at the TIF and make sure we discuss what's in the TIF, have copies available for the public. The public is in the dark on how we allocate the TIF money. The Town Manager stated that we have had this conversation before we can put the TIF budget in the newsletter. Selectman Warner added to provide the information at town meeting.

9.4 Boards and Committees

10.0 WARRANT

10.1 Request for action regarding all disbursement warrants.

Selectman Beckwith made a motion to sign the warrant, Selectman Tuttle seconded, motion passed (5-0).

11.0 ADJOURNMENT

Selectman Tuttle made a motion to adjourn, Selectman Beckwith seconded, motion passed (5-0).