

MINUTES
MEETING OF THE RICHMOND BOARD OF SELECTMEN
TOWN OFFICE CONFERENCE ROOM
6:00P.M.-WEDNESDAY, JULY 24, 2013

1.0 CALL TO ORDER

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

Others Present: Marian Anderson, Laurisa Loon, Matt Roberge, Ryan Shea, Mr. Gould, William Terry, Paul Adams and Ian Alexander.

2.0 PLEDGE OF ALLEGIANCE

3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF JULY 10, 2013

Selectman Beckwith made a motion to approve the minutes of July 10, 2013, Selectman Warner seconded, motion passed (4-0). Selectman Tuttle abstained from vote, absent from the July 10th meeting.

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

4.1 Nomination and appointment of Selectboard Chairman and Vice Chairman.

Selectman Beckwith made a motion to nominate Clarence Cummins as Selectboard Chairman, Selectman Warner seconded, motion passed (4-0-1). Selectman Cummins abstained from the vote.

Selectman Tuttle made a motion to nominate Peter Warner as Vice Chairman, Selectman Beckwith seconded, motion passed (4-0-1). Selectman Warner abstained from the vote.

5.0 PUBLIC HEARINGS, PRESENTATION

6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

6.1 Isaac F. Umberhine Library –Update

The Town Manager stated that we have started prep work at the library site. She has updated the library reserve account spreadsheet which indicates what we have paid up to this point on the library. The final plans have been submitted to the Fire Marshalls office and are on my desk waiting for approval. Steven Musica will call a progress meeting to meet with the contractors. I had a meeting with Steve Musica today. The plumber is going to submit his paperwork to start the plumbing permit process. Selectman Cummins stated that

if there is any money left over he would like to see it go into a reserve account for the library.

6.2 Stipend Position to support Recreation Departments

Selectman continue discussion on a possible Recreational Director position.

A draft job description was provided as well as a RYRA reserve account spreadsheet.

William Terry, current President of RYRA, feels there could be a Recreation Director with direction coming from the Town Manager and Selectboard. He would like to form a sub-committee to explore the option of creating a part-time position. Selectman Tuttle asked if they were aware of the proposal to explore a stipend position and wants to know what would be helpful to the RYRA committee.

Selectman Tuttle stated that the board didn't want to go ahead with hiring a rec director. That would have to go to town meeting. We were trying to put together a small stipend position to see if someone was interested in being that go-to person. William Terry added that they are looking for someone to coordinate dates, schedules and games with other towns. Selectman Tuttle stated that we had thrown out \$2,000. Ryan Shea stated that it would involve at least 15 hours per week, or more during baseball season, soccer and basketball. Ryan Shea stated he thinks this can support itself without asking for town tax payer money. Selectman Cummins added that we need to establish the number of hours and responsibilities.

The Town Manager added that under the new OBAMA rules if you have an employee that works over 29 hours you have to pay benefits. It would be more than just salary.

Selectman Poulin stated that he understood the intent of this position was to be available for each organization to have someone to go to for administrative support. Selectman Tuttle stated she understood it to be a person for the RYRA volunteers to go to then in turn that person would go to the Manager if needed. The Town Manager stated we need to sit with board to find out their needs. I don't have a clear understanding of what the RYRA board does.

Selectman Cummins asked if we want to include all the groups. Selectman Beckwith stated that at some point we might want to.

Ryan Shea believes it's an opportunity for the Town to expand on activities it may be beneficial to the community.

The Town Manager suggested having a workshop meeting, it will be advertised as an open public meeting, we will see who attends. Selectman Warner asked what does RYRA need to be successful and we will go from there. The board set the workshop for August 14 at 6:00p.m.

6.3 Location of the Richmond Business Friendly Signs

Selectman Cummins stated the board will table this discussion until the next meeting.

6.4 Quarterly Report from Northeast Ambulance

The Town Manager stated that part of the contract with Northeast was for them to provide quarterly reports. They have also met with the Fire Chief and Police Chief and reviewed what they have done. Selectman Warner would like to see the number of ambulance calls included on the report.

7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS

7.1 Richmond Days Update

The Manager stated that the Town takes \$10,000 out of downtown TIF for expenditure on Richmond Days. Selectman Warner would like to look at the wages associated with Richmond Days. There has been a request for purchase of balloons for Richmond Days. The consensus of the board was to allow the purchase. Selectman Tuttle suggested asking the Flower spot to supply the needed balloons and in return offer free advertising in the Mainely Richmond.

7.2 Selectmen Computer purchase-discussion

The Town Manager stated she recently met with someone through the COG to look at different options. The board would like to look at different options such as the tablet, ipads and laptops.

7.3 Local Roads Assistance Program-2013/14 disbursement

We have received \$45,148.00 a one-time payment through Local Roads Assistance Program this amount is \$12,000 less than previous years.

7.4 Route #24 Corridor Management Plan Endorsement

Selectman Cummins signed and endorsed the Route #24 corridor management plan.

7.5 CDBG Revolving Loan Fund

The following is a list of the unpaid balance the town would like to write-off the books.

Andrew Thomas \$11,322.49-Bankruptcy

Karen Rollins \$15,681.65-Bankruptcy

Richmond Produce/Jim Peterson \$23,146.98-Bankruptcy

Barbara Commeau-\$10,479.22-Bank Repossession

Mo Babicki-\$3,525 and \$3,188-Bank Repossession

Bill Kelley \$13,702.56-Bank Repossession

Selectman Tuttle stated that the committee has tried through legal avenues to get the money. Selectman Warner would like to go through small claims court with Barbara Commeau, Mo Babicki and Bill Kelley.

Selectman Warner made a motion to write-off the three bankruptcies and wait for additional information on the other three, to see what steps we can take, Selectman Beckwith seconded, motion passed (4-0-1).

7.6 Richmond Fire Department

Chief Roberge proposes a \$.25/hour raise for firemen

Fire Chief Matt Roberge would like the board's approval for a \$. 25 cent hour raise for the fire department, this raise was approved at town meeting. Selectman Beckwith made a motion to allow the \$.25 cent raise, Selectman Tuttle seconded, motion passed (5-0).

7.7 Richmond Fire Department

Chief Roberge, request a carryover from account 90-914 for \$3,500 to repair Engine #2.

Selectman Warner made the motion to carryover \$3,500 from account 90-914, Selectman Tuttle seconded, motion passed (5-0).

Matt Roberge stated he received a quote from Greenwood on repairs \$9,500-\$10,000 on paint and surface rust. Northeast pointed out that the floor might need body work, they couldn't come close to the price quoted by Greenwood. Selectman Warner asked if TIF money would be available to go toward the repairs of the fire truck. The Town Manager stated we would need to have three estimates to submit to DECD for their review.

Selectman Warner made a motion to allow the Chief to get three estimates to fix the truck use the \$3,500 from the reserve and if possible use the TIF money to supplement the cost, Selectman Beckwith seconded, Selectman Cummins called for discussion. Selectman Cummins asked if it is going to be difficult to get a third estimate. Matt Roberge responded that O'Connors in Augusta was an option. Selectman Warner would like to put information in the newsletter on what we have to do to preserve the vehicle. Selectman Cummins called for a vote, motion passed (4-0). Selectman Tuttle abstained from the vote.

7.8 FEMA Flood Study Review Meeting-August 6, 2013 at 3:00p.m./Bath City Hall

The Town Manager stated that the FEMA Flood Study maps are being amended and the board is invited to attend the meeting to look at the maps on August 6th at Bath City Hall. I have asked the Codes Officer to attend the meeting and also requested that we receive electronic copies in advance.

8.0 ASSESSOR ITEMS-OLD BUSINESS

8.1 Bluebird Investments: July 5, 2013 Tax Relief Inquiry

The Town Manager stated that we received correspondence from Ronald Goodrich looking to have his taxes written off for the past two years. The Manager stated that we would need a plan for a credit enhancement for us to write off his taxes it pushes the burden on to everyone else.

Selectman Warner stated that if we abated every poor business decision the town would be broke. Selectman Tuttle made a motion to reject his request, Selectman Beckwith seconded motion passed (5-0).

8.2 2013 Tax Commitment Update

The Town Manager stated that the spring pick up work is complete as well as the data entry. We will have the commitment paperwork by the second August meeting for review and signature and bills out the next week.

9.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

9.1 Public

Matt Roberge stated that a citizen called him with a fireworks complaint on Marnav Lane. After speaking with the Fire Marshall nothing can be done unless Richmond has its own ordinance. The resident was concerned with fire danger. There is a 10:00p.m., curfew enforced through State Law.

Paul Adams stated that he was involved with volunteering and many hours were put into organizations like the snowmobile trail committee, boy scouts and youth sports. He believes we do owe the kids in town a respectable upbringing and we should do what we can for them. When the board suggested a \$2,000 stipend someone in the room questioned that amount he does not want to raise taxes. Selectman Tuttle added that she is not comfortable asking the towns people to hire someone.

Selectman Beckwith added that she was involved for years with summer league and the soccer program it sounds like the volunteers don't want to volunteer anymore when they talk about 60 hours a week, that's what the volunteers should be doing.

9.2 Town Manager

- Laurie Boucher has 24 years working for the town.
- We have received correspondence about the lawn mowing contract. I have not heard any more since I responded.
- There were 61 kids registered for summer recreation. We paid for 17 adults to attend the Funtown field trip. Selectman Beckwith responded that there is 1 adult for every 3 kids. I have always taken the counselors, it is a huge place and I want the kids to be safe. Selectman Tuttle asked if we are over budget. The Manager responded that someone asked why we were paying for so many adults and I said I would ask the question.
- We had a great meeting with the food pantry organizers. They sent a thank you note to the town for supporting the food pantry each year. 350 individuals in Richmond use the food pantry. Selectman Cummins asked at what point we will be in the church. The Town Manager responded at this point we can't push a gift from the church. The Town Manager responded that we have the understanding that they have a company doing the moving and we are anticipating that it will be soon. I explained we would need a lease between the pantry and the town.
- The Manager provided the Downtown and Pipeline TIF spreadsheets. It outlines what we have spent, when it started and what has been allocated to projects.
- Is the email that was sent on July 16th regarding town updates sufficient? The board responded that it met their needs.
- The Town Manager added that the Parks Road is on the Public Works list of items to do.
- We have a Minute Book on the Richmond Dresden Bridge progress for anyone interested in reviewing what happens at their progress meetings.
- I will be out Thursday and Friday at the Health Trust Board meetings.

9.3 Selectmen

Gary Poulin stated that his wife purchased a 24 foot fiberglass flag pole today for Lane Field. He will speak with Legion about donating a flag. He would also like a plaque in memory of Larry and Alice Bond at the flagpole location. He has not heard from Allan Moeller in regards to the time frame and beginning construction of the universal waste station. The Town Manager stated that the town would purchase the plaque in memory of Larry and Alice Bond.

Selectman Warner would like a thank you note sent to Reed & Reed for letting the town use a barge for the fireworks. The Town Manager stated that it has been done. Mike Christie provided equipment to put the pole in the ground for the solar light. Someone was concerned about the painting of the gazebo. They had power washed and painted in the same day.

Selectman Tuttle stated that Pleasant Pond Market looks worse than it did and it don't look like much has happened. Are we still working on a time to dispose of hazardous household material? The Town Manager responded that she has been in touch with MCOG and we are working on a date with clean harbors, probably sometime in August. Selectman Tuttle also asked on the status of the Safe Routes to School grant. The Town Manager responded that we are waiting for money. Residents on Pleasant Street are going too fast we need to run radar over there or step up enforcement.

Selectman Beckwith complimented the Fire Department and Police Department for helping with the community fun day. Tim Averell did an excellent Job explaining the fire equipment. Northeast came with an ambulance, the police let them speak on the loud speaker, play with the lights, Larry Dearborn gave the kids limo rides.

Selectman Warner asked if we received an answer on Front Street from RUD. The Manager responded that Josh notified Crooker about the trench cut on Front Street.

10.0 WARRANT

10.1 Request for action regarding all disbursement warrants

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

11.0 EXECUTIVE SESSION 1 M.R.S.A. §405 (6)(F)-POVERTY ABATEMENT

Selectman Tuttle made a motion to move into Executive Session, Selectman Beckwith seconded, motion passed (5-0).

No action taken.

Selectman Beckwith made a motion to come out of Executive Session, Selectman Tuttle seconded, motion passed (5-0).

12.0 ADJOURNMENT

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