

**AGENDA**  
**MEETING OF THE RICHMOND BOARD OF SELECTMEN**  
**TOWN OFFICE CONFERENCE ROOM**  
**6:00P.M.-WEDNESDAY, AUGUST 10, 2011**

**1.0 CALL TO ORDER**

Selectman Present: Tracy Tuttle, Clarence Cummins, Rose Beckwith, Daniel Dunton and Jennifer Greenleaf. Others present: Town Manager-Marian Anderson, Executive Assistant- Laurisa Loon, Bill Keleher and Naomi York.

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF JUNE 29 & JULY 27, 2011.**

Selectman Cummins made a motion to approve the Minutes from June 29<sup>th</sup> as amended, Selectman Dunton seconded, motion passed (5-0).

Selectman Beckwith made a motion to approve the Minutes from July 27<sup>th</sup>, Selectman Greenleaf seconded, motion passed (3-0-2) Selectman Tuttle and Selectman Dunton abstained.

**4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS**

**5.0 PUBLIC HEARINGS, PRESENTATION**

**6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS**

**6.1 ELECTION OF OFFICERS**

Selectman Beckwith made a motion to nominate Tracy Tuttle as Chairman, Selectman Tuttle accepted the nomination, being no more nominations, Selectman Cummins seconded the nomination, motion passed (4-0-1) Selectman Tuttle abstained.

Selectman Beckwith made a motion to nominate Daniel Dunton as Vice Chairman, Selectman Dunton accepted the nomination, being no more nominations, Selectman Greenleaf seconded the nomination, motion passed (4-0-1), Selectman Dunton abstained.

**7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS**

**7.1 CREDIT ENHANCEMENT AGREEMENT-MICRO TECHNOLOGIES  
Selectman action requested to sign and approve the Credit Enhancement Agreement for Micro Technologies.**

Bill Keleher stated he plans on making improvements to his third building, the rear of the buildings have been renovated. They currently they have 13 employees.

Selectman Beckwith made a motion to approve and sign the credit enhancement agreement for Kennebec Bio Holdings, Selectman Dunton seconded, motion passed (5-0).

**7.2 WARRANT AND BOARD AND COMMITTEE POLICY UPDATE  
Selectman action requested to approve the updated policies.**

Draft policies were handed out for Selectman's review. This item will be on the following agenda.

**8.0 ASSESSOR ITEMS-NEW BUSINESS**

**9.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS**

**9.1 Public**

Naomi York representing the Richmond Food Pantry stated that funding is good through September they are contacting Dresden for funds, they have a lot of Dresden residents participating.

Naomi York questioned if the library trustees have been appointed. The Town Manager responded, no, the Town is currently working on the management of the library before we create the trustee board, probably not until the first of next year.

**9.2 Selectman**

Selectman Beckwith stated she was happy with the fire and police department showing up for the community fun day.

Selectman Tuttle questioned the Farmers Market and location at the waterfront. Also, questioned the status of the pending library grant. The Town manager responded that the scoring has been pushed to end of the month. What is the status of the Economic Development position? The Town Manager responded they have advertised and applications close August 25<sup>th</sup>. Selectman Tuttle also questioned the status of the Down East Credit Union. The Town Manger responded that the planning board approved the credit union application on July 26, 2011. Also Selectman Tuttle stated that tax payers that do not pay their taxes do not receive their credit enhancement agreements. The Town Manager confirmed.

**9.3 Town Manager**

- The MMA conference is being held in October please let us know if you would like to attend.
- \$2,252.00 currently in the Peacock Beach account this reflects the \$1,200 that we paid to repair the fence. The Reserve Officer working 20 hours a week has shown an increase in revenue.
- Newsletter due articles August 18<sup>th</sup>.
- The Manager handed out a proposed budget calendar for the upcoming budget season.
- Allan Moeller is looking into saving money by having the brush/ground and removed. Also analyzing fees in area communities.
- Robert Pierce to use gazebo on September 10<sup>th</sup>.
- Ambulance contract expiring soon we will need to begin new contract conversations.

**10 WARRANTS**

10.2 Request for action regarding all disbursement warrants

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

**11 ADJOURNMENT**

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