

Clarence Cummins, Chairman  
Peter Warner-Vice Chairman  
Tracy Tuttle  
Rose Beckwith  
Gary Poulin

**MINUTES**  
**MEETING OF THE RICHMOND BOARD OF SELECTBOARD**  
**TOWN OFFICE CONFERENCE ROOM**  
**6:00 P.M.-WEDNESDAY, DECEMBER 11, 2013**

**1.0 CALL TO ORDER**

Patricia Hanrahan, Jill Stinson, O'Neil Laplante, Larry Srock, Barbara Srock, Laurie Saunders, Naomi York, Cleo Chancellor, Bette Horning, Geoff Ragsdale, Paul Adams, Matt Roberge, Donna McClusky, Janet Sweem, Ruth Ragsdale, Kitt Schellinger, Scott MacMaster, Fred Browne, Laurisa Loon, Marian Anderson, James Valley, William Terry, Janice Ashcroft, Mertie Wisda, Barbara Gray, Robert Chase, Ellen Kroot, Jacqueline Lewis, Joyce Grindall, Carol Smith, Ruth Ragsdale, Evelyn Gooch, Richard Ashcroft, Bertie Wisda and Glenn Dewitt.

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

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF NOVEMBER 13, 2013**

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

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

**4.1 Appointment of Judy DeBray as trustee to the Isaac F. Umberhine Library board.**

Selectman Beckwith made a motion to appoint Judy DeBray as trustee to the Isaac F. Umberhine Library board, Selectman Warner seconded, motion passed (5-0).

**4.2 Appointment of Jennifer Bourget to the Comprehensive Plan Committee.**

Selectman Warner made a motion to appoint Jennifer Bourget to the Comprehensive Plan committee, Selectman Beckwith seconded, motion passed (5-0).

Selectman Tuttle made a motion to take 7.1 out of order, Selectman Warner seconded, motion passed (5-0).

**7.1 Senior Center**

Selectman discussion on the location of the senior center and the possibility of using Roberts Hall.

The Town Manager stated that she wanted to bring the conversation out in the public about the possibility of moving the senior center to Roberts Hall. We have invited the organization to talk about the pros and cons of the move. No decisions have been

made, this is an opportunity for discussion. The senior director provided a letter outlining the member's position about why they didn't think it was a good fit.

Bette Horning, Director of the Golden Oldies stated that the seniors at their current location are vital to town events. 300 People attended the Halloween event, they are close for Richmond Days as well as the tree lighting. The separate rooms are used a lot for personal discussions, they provide a medication collection, flu clinic and have storage across the street at the Ames Mill building and have also raised \$4,500 for heating the building.

Resident Janice Ashcroft stated that the parking is not adequate at Roberts Hall it is also dark, there is not a smooth surface for walking and the building is small and they would not want to share the building with any other organizations.

Resident Geoff Ragsdale stated the Legion provides a home for boy scouts and cub scouts so they would not use the building.

Resident Ellen Kroot stated that their current location is crucial towards raising money they are in a visible location for that purpose.

Jill Stinson added that there is a separate kitchen where we are now. The one at Roberts Hall is insufficient and dangerous. The current center consists of a large area an office, living room, kitchen and bathroom.

Fred Browne stated that the Library is moving back to the downtown and the center occupies a central part of the downtown, if they were to be transferred and be out on the fringes it would be a detriment.

Resident Cleo Chancellor stated that they participate in the Halloween Festival and tree lighting, is someone going to volunteer to bring the tables down to the waterfront everything is handy where we they are located.

Resident Janice Ashcroft stated you are asking the seniors to go on a back road that is not conducive to older people.

Selectman Cummins questioned if there are any long term prospects for the building you currently rent.

Bette Horning stated that she spoke with Gary Nash and there is nothing at this point they are content with us being there.

Selectman Cummins addressed the cost of heating.

Bette Horning stated that we never go over our budget on the amount allotted at town meeting.

Jill Stinson stated that there is no guarantee the heat will be any cheaper at Roberts Hall.

Selectman Warner asked what the cons of your current place are.

Bette Horning replied that the steps out front get very icy during the winter she urges the seniors to use the side ramp. The Town crew fixed the ramp by grading it. We would like a railing. The seniors have hauled up the carpet inside.

Resident Barbara Srock stated that the seniors have given a lot of information what are the board's thoughts on the seniors moving to Roberts Hall. Selectman Cummins stated that its town property, it's easier to call public works to fix a town building. I do think we would save money in fuel oil and it is a nice building. It is small and its location appears to be a disadvantage, we can add lights and fix the parking lot, the crucial part for us is town property versus non town property. Selectman Warner added that nobody on the board said we need to move the seniors. When we were offered the parcels we wanted to explore what we could do with them. One was the food pantry and the other was the seniors, we thought you would want your own building.

Selectman Beckwith added that when we accepted the buildings we had the discussion for the food pantry and then the discussion for Roberts Hall for the seniors. After being down there and seeing what the seniors do on Front Street I feel you are in a location that works for you. It's not just the cost of the oil, it's the mental health of people, it's important we keep them active in our community. They need to have the privacy that separate rooms affords them.

Selectman Poulin stated he has no strong feelings, the seniors are passionate about their location so they have my support to stay downtown.

Selectman Beckwith made a motion to support the seniors in continuing operating the senior center at 314 Front Street, Selectman Poulin seconded, and motion passed (5-0).

Selectman Warner made a motion to take 7.2 Food Pantry discussion out of order, Selectman Poulin seconded, motion passed (5-0).

## **7.2 Food Pantry-Naomi York**

Naomi York stated that we appreciate what the town has done for the pantry and to thank the DRUM church and Rose Beckwith for their help.

The first pantry day went well. Unfortunately we don't have any room in the church to house clients inside, it's not big enough. We need the space more open in case of an emergency, so many had to wait in the cold and dark it is difficult to walk on the grass. We received help from Officer Grizkewitsch which was very helpful. It would be helpful if we could have them out of the elements. We would like use Roberts Hall to house our

clients one hour before the pantry opens on Wednesday and Saturday. Pantry personnel would make sure it stays clean it would give the advantage of being able to do the registration there. Janet Sweem added that most of the people in this room volunteer. It was our first pantry day and there were mistakes. We have 50 clients that come and we can have 12 at a time in the pantry and 40 outside. We would be able to use the Hall as a Resource center as well. What do you envision Robert's Hall to be used for? We have a chance to offer classes, on cooking healthier as well. Selectman Cummins asked to compare where you are now to the DRUM church where did you have more room. Janet Sweem responded at the Drum Church we were allowed to use the lounge. Barbara Srock added that they kept the church lounge meticulous.

The Town Manager asked when you were envisioning doing this, if the board decides to allow you to use the space. The Manager is worried about building material storage we are using to store equipment for the current construction of the library.

The Town Manager asked Janet Sweem to get together next week to make a plan. We can look at the pantry leasing the entire property. Our present lease goes until June, the Selectboard cannot enter into long term leases. At town meeting there will be a warrant item to lease the property for 10 years. We do have plans to fix the parking area.

#### **6.1.1 Library Budget**

The Town Manager stated that we are putting the budget in the January newsletter, Donna and Carol are working with Victoria on applying for grants, and we submitted a grant application to the Steven King Foundation. Gary Poulin has met with Donna and Steve to work on particulars of the circulation desk, they have started insulating, and we are on budget. The stairs are done and Northeast Security has completed the pre-wiring for the fire system. Laurie Saunders is putting two wreathes on the library doors. I met with Steve to review the budget. I received a call from a resident who wanted to know what hidden account we were taking the stairs from. The library building fund. Public works has 152 hours dedicated to the project.

#### **6.2 RYRA Updated**

Bill Terry stated that we had six applicants three chose to interview, no one has been notified of the decision that's been made. The Town Manager stated that she appreciated they did the interviews and selected the candidate. My suggestion to the board would be to obviously get the recommendation, get a release for a background check, we would support whoever was selected.

#### **6.3 Pleasant Pond Market property update**

The Town Manager asked the board if they want to move forward with formal enforcement. On 11/20/13 an inspection found debris of metal, wood, wood piles and scrap piles, they have removed the tanks and some debris, they have boarded up the trailer, and we don't know what's under the tarps. We are not sure if the son still lives there. Fines start at \$100 and go up to \$1000.

The Town Manager added that its best to work with tax payer you can take them to court but is challenging and cost a lot of money. Scott MacMaster stated that he has been out there with previous code enforcement officers, they due just enough to get by and it seems to build back up until we get on them again.

#### **6.4 Revolving Loan Board-update**

Selectman Beckwith made a motion to approve the Distribution of Loan Proceeds policy, Selectman Warner seconded, motion passed (5-0).

#### **6.5 Fire Department Forestry Truck Update**

Fire Chief Matt Roberge stated that the forestry truck is down, the engine is not turning over. To repair the engine it could cost around \$3 to \$5,000. The rear end is brand new, and a new skid in 2009 it is designed to go on another chassis, the current chassis is good, it has good clearance. Glenn Dewitt added that a rebuilt engine could cost \$4,500. Kat makes a new diesel around \$12 to \$15,000. We bought the truck from Dresden. The Fireman's Association paid \$200 and town meeting paid \$1,500. Selectman Cummins asked the Fire Chief to proceed with finding out what is wrong with Forestry truck for the next meeting. Resident Fred Brown asked how important it is for us to have a forestry truck. Paul Adams replied that the other trucks are not set up to go off road if we were to have a forest or field fire.

#### **7.3 Household Hazardous Waste Collection Day**

Midcoast created the outline that has been provided we are talking with Dresden on cost sharing, we are looking at a Saturday in May hopefully this schedule seems reasonable. The Police Chief is looking at a shredding truck that shreds on site. Do you want to charge residents a fee, limit what they bring or do you want to totally allocate the cost and pay for it. The location would be at the holding area and possibly the public works parking lot. Selectman Warner likes the idea of it at the holding area. Selectman Cummins would like to discuss some sort of fees. The cost is \$5,000 with fees that have to be paid to clean harbors, where would we take that from, we are also talking with Dresden about partnering.

#### **7.4 Municipal Quitclaim Deed Jeremy Purington R04-008-03**

Selectman Warner made a motion to sign the quitclaim deed, Selectman Tuttle seconded, motion passed (5-0).

**7.5 2014 Drive Sober, Maine High Visibility Impaired Driving Enforcement Program grant.**

The Town Manager stated she is looking for a motion and vote, we received confirmation that we did receive it.

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

**7.6 Credit Enhancement Agreement Update**

**8.0 ASSESSOR ITEMS-BUSINESS**

**8.1 801 Assessor Notification Forms-Brentwood Distribution and Kennebec River Biosciences**

Selectman Beckwith made a motion to approve the 801 applications, Selectman Warner seconded, motion passed (5-0).

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

**9.1 Public**

Resident Fred Browne presented an article he recently found in the Kennebec Journal he thought my lead to some insight on the Hathorn Building. Also since he came back to Richmond he was surprised at the changes that occurred in town, it's a better town since Marian Anderson has been here as Town Manager.

Resident Paul Adams stated that he has been by the former Pleasant Pond Market property over the past 10 years, and has seen improvements. Aren't we overstepping, that's their property, there are so many homes and other properties that are 10 times as bad.

The board replied that we are following our ordinances.

**9.2 Town Manager**

We are working on the January newsletter, we are going to highlight each of you in the newsletter on all the public services you perform. We are also putting the library budget in the newsletter. The lights on Main Street are you looking at replacing the sensor with a timer. Public Works will be changing the banners. We would like to close the office at 3p.m. on Christmas Eve and close the office Thursday if the board is okay with that, the employees will be using their own vacation time.

The 20 hours is not working for out front and as code enforcement, we are working more in code enforcement. We would like the Code Enforcement position back to 30 hours for Richmond and 5 hours for Dresden. Selectman Warner thought the budget

was cut. The Town Manager replied no it was not. The board supports moving forward with hiring a deputy tax collector at 35 hours a week.

### **9.3 Selectman**

Selectman Poulin stated that he is putting up siding and trim, the office is done as well as the storage area at the Transfer Station. The cupola will be done on Monday.

Selectman Tuttle asked if the holiday tree lighting food is taken out of the fundraising money. When are we going to start scheduling the budget meetings? The Manager replied that we will hold off until January 8<sup>th</sup> we will meet at 4p.m. to get organized and move into a 5:00p.m. Selectmen meeting. Selectman Tuttle announced that she is resigning from the loan board.

Selectman Beckwith stated that the door on the kiosk is open. The Town Manager replied that it is fixed. Selectman Beckwith added that on the corner of Lincoln and Front Street there is a sump pump drain going onto the sidewalk.

### **9.4 Boards and Committees-None**

## **10.0 WARRANT**

### **10.1 Request for action regarding all disbursement warrants.**

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

## **11.0 ADJOURNMENT**

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