

**MINUTES**  
**MEETING OF THE RICHMOND BOARD OF SELECTMEN**  
**TOWN OFFICE CONFERENCE ROOM**  
**6:00P.M.-WEDNESDAY, JULY 10, 2013**

**1.0 CALL TO ORDER**

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

Others present: Paul Adams, O'Neil Laplante, Allan Warner, Town Manager Marian Anderson and Executive Assistant Laurisa Loon.

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF JUNE 26, 2013**

Selectman Poulin made a motion to approve the minutes of June 26, 2013, Selectman Warner seconded, motion passed (3-0-1). Selectman Beckwith abstained from the vote she was absent from the June 26<sup>th</sup> meeting.

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

**5.0 PUBLIC HEARINGS, PRESENTATION**

**6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS**

**6.1 Isaac F. Umberhine Library-Update**

Selectman discussion on the status of the construction of the library, roles and responsibilities and agreements.

The Manager stated that Steve Musica reviewed and signed the contract and it needs the board's signature.

We have met with Maine Drilling and Blasting. Blasting may happen next week. There is less blasting to be done. The Town sent out the notices to the abutters so we should see a difference in price.

Pre-survey blasts were requested only two were completed.

The library project will remain on the agenda until the project is complete.

**6.2 St. Mathias Episcopal Church-Update**

**Selectman discussion on the status of the St. Matthias Church property.**

We have been corresponding via email they are currently working on moving items out of the church.

Selectman Beckwith was approached by Janet Sweem to see if it's possible to have the food pantry at that site. The Town Manager stated she will keep her in the loop, any type of renovating or moving would not be done on the town's dime. We may be leasing it to them so the town does not have the liability.

## **7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS**

### **7.1 Town Budget-Update**

**Selectman discussion on the town budget and timeline on setting the mil rate.**

The State notified us we would be receiving \$179,872.65, we are still waiting on the homestead, veterans and commercial exercise numbers. We are still working on closing out the final numbers on last years books. This is preliminary information. We will see a 1 mil increase with the school budget. We plan on completing the commitment by the end of August.

### **7.2 Location of the Richmond Business Friendly Signs**

Thank you to those who attended the announcement on July 8<sup>th</sup>. The Manager would like the boards input on location of the signs. The State gave us two we can buy two more for \$100.00.

Selectman Beckwith would like it further out toward the interstate. The Manager added that some communities have put them on the interstate, by the exits signs.

The board would like this on the next agenda.

## **8.0 ASSESSOR ITEMS-NEW BUSINESS**

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

### **9.1 Public**

Resident O'Neil Lapante stated that the Comprehensive Plan meetings are moving along quite well. Selectman Warner added that they are looking at the demographics, it's an indication of where we are headed, what caused the changes, and the increase in median income compared to the state in general, we are waiting on more information.

We need to stay in touch with community, encourage people to come to meetings and reach out to the younger families.

Resident Paul Adams asked if the town looked into hammering out the ledge at the library site versus blasting. Paul Adams stated he needed to have ledge removed and looked at both avenues and saved around \$6,500 on hammering instead of blasting. The Town Manager stated that they did a survey. We are hammering some and blasting

a small portion. Paul stated that Coot's Brothers has a hydraulic hammer. They were there a day and half for \$4,500.00. Selectman Warner suggested to ask Steve Musica. Selectman Cummins stated that he feels we are too far into the process to change direction.

## **9.2 Town Manager**

We are finalizing Richmond Days we will have an update at the next meeting with an update on financials and employee time to give you an idea of the costs and if you still want to continue to have Town Staff organize Richmond Days.

The boilers are up to code. Main Street Fuel did the work. Selectman Cummins asked if we went ahead with the work even though we had questions about why we were compliant last year and not this year. Selectman Warner responded that the code changed which included public buildings this year. There will be more regulation for next year which will include a manual reset and test button on the boiler. We were able to get the equipment with the manual reset and test button this year.

The Town Manager stated that we have had a lot of complaints about fireworks. Two gentlemen are circulating a petition in the downtown area to bring before the board on stopping fireworks in the downtown.

Selectman Cummins stated that the State has regulations do we enforce those. The Manager responded that when they make the call after 10p.m., the police respond but the fireworks have already gone off.

The Town Manager stated that there has been an increase in vandalism at Lane Field. We need to get the light up. O'Neil Lapante suggested using the same curfew hours that we use for the waterfront park.

The Town Manager stated she called in a complaint on two individuals on a dirt bike. They were driving across the grass at the waterfront. The police had a conversation with the parents that was disappointing. We were hoping the parents would talk to the kids. We are moving forward through the court process on this issue.

We awarded the bid on the lawn mowing for the cemeteries. We received quite a few complaints that the cemeteries were not mowed before Memorial Day. We have some work that needs to be done beyond mowing so we went with a professional company and not the lowest bidder this year.

We have closed out the books and we have done the usual carry forwards.

A Bond payment of \$43,352.00 the bank didn't take it but will this week.

\$5,250 GIS mapping work.

\$9,021.03 for the Universal Waste building

\$5,815.98 for Town Office computers/software.

\$2,300 for software maintenance contracts.

Selectman Warner made a motion to approve the amounts carried forward, Selectman Beckwith seconded, motion passed (4-0).

We closed out the pipeline and downtown TIF accounts, we carried \$34,366.04 which we used to cover the sidewalk grant overage from the 2008 grant.

### **9.3 Selectmen**

Selectman Poulin provided the board with a plan for the universal waste building that will be constructed at the Holding Area. He proposed a 16 x 36 building with office space on a slab, using metal roofing for siding. He estimated materials at \$6,238, a slab at \$1,080.00 based on \$120 per yard and no cost for labor, he will be constructing the building for the town.

The Manager added that we won't be paying the extra man hours since it will be at the holding area.

Selectman Poulin added that Allan Moeller has a window and he has two doors to donate.

Selectman Warner asked if we have had any communication from the State. The Town Manager stated she received a visit from the project manager, they will be sending out regular email communication, someone will be on site everyday if we have issues. When I receive those emails I will just forward those to the board. He has met with the fire and police chief several times. Selectman Warner asked if they have talked about road repairs. The Town Manager stated that we have an agreement that was signed some time ago that covers repairs.

Selectman Warner asked if there have been any decisions made on the computers to eliminate all the paper. Selectman Beckwith agrees that it would be helpful to have a laptop rather than receive paper packets. The Town Manager stated that we put money in the office technology to purchase small computers. We can do it through the government because we get a good deal. Selectman Cummins asked that we place this on the next agenda.

Selectman Cummins observed that towns that do not have police departments and depend on state police have no means of enforcing town ordinances.

Selectman Beckwith stated she also received firework complaints she told them to call the police so the complaint would be noted. Also at the post office there are pot holes

in the handicap spot, is there anything we can do. The Town Manager stated its private parking but will check into it.

Selectman Beckwith stated that the lunch program is going extremely well. A volunteer or she herself picks up the lunches in Brunswick. We served over 300 lunches last week. There is no waste of food. The Senior Center offered to partner and do two more days a week so the program can go on to the end of summer. They will look into this option next year.

## **10.0 WARRANT**

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

Selectman Beckwith made a motion to sign the warrant, Selectman Poulin seconded, motion passed (4-0).

## **11.0 EXECUTIVE SESSION 1 M.R.S.A. 405 (6)(A)- PERSONNEL MATTERS**

### **Town Managers Performance Evaluation**

Selectman Beckwith made a motion to move into Executive Session, Selectman Poulin seconded motion passed (4-0).

No action taken.

Selectman Poulin made a motion to come out of Executive Session, Selectman Beckwith seconded, motion passed (4-0).

## **12.0 ADJOURNMENT**

Selectman Beckwith made a motion to adjourn, Selectman Warner seconded, motion passed (4-0).