

**MINUTES**  
**MEETING OF THE RICHMOND BOARD OF SELECTMEN**  
**TOWN OFFICE CONFERENCE ROOM**  
**6:00P.M.-WEDNESDAY, SEPTEMBER 7, 2011**

**1.0 EXECUTIVE SESSION 1 M.R.S.A. 405 (6)(C)-Acquisition of real property or economic development**

Present: Ronald A. Epstein and Sally J. Daggett of Jensen Baird Gardiner & Henry.

Selectmen Present: Tracy Tuttle, Rose Beckwith, Daniel Dunton, Jennifer Greenleaf and Clarence Cummins.

Others Present: Town Manager-Marian Anderson, Executive Assistant- Laurisa Loon, Richard Silkson, Tony Buxton and Mark Isaacson.

Motion to move into executive session was made and seconded, all in favor (5-0), motion passed.

There being no further discussion and no action taken Selectman Dunton made a motion to close Executive Session at 6:02p.m., Selectman Beckwith seconded, motion passed (5-0).

**2.0 CALL TO ORDER**

Selectmen Meeting begins at 6:05p.m.

Resident present: Paul Adams and Fred Browne

**3.0 PLEDGE OF ALLEGIANCE**

**4.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF AUGUST 10, 2011.**

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

**5.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS**

**5.1 Betty Pratt-Resignation as Senior Service Director**

The Town Manager stated that on August 22<sup>nd</sup> she received Betty Pratt's notification of resignation as of August 31<sup>st</sup>.

Selectman Beckwith made a motion to sadly accept the resignation, Selectman Cummins seconded, motion passed (5-0).

The Town Manager stated that all positions open within the town must be advertised according to policy. A provision within policy states that we can promote from within.

In past we have talked about a person who would promote the senior program and youth activities, how does the board want to proceed. Selectman Tuttle would like to advertise the position as it currently is being operated. Selectman Beckwith agrees at this point we need to continue with a person for the senior services.

The Town Manager stated she would post the position tomorrow morning with applications closing Monday.

Nellie Blagden questioned where the \$3,635.00 donation she made to the Senior Citizens Program to bring up to 15,000.00 the amount requested at town meeting went. The Town Manager stated it is in the Senior Program Account, the Director should be able to show you on the budget statements she receives.

## **5.2 Selectmen Oaths of Office**

Selectman signed their Oath's of Office.

## **6.0 PUBLIC HEARINGS, PRESENTATION**

## **7.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS**

### **7.1 Policy Updates-Marian Anderson**

Selectman action requested to update the Town Board & Committee Policy and the Single Signature Warrant Policy.

After discussion the selectman approved the policy updates.

## **8.0 ADMINISTRATIVE ITEMS-NEW BUSINESS**

### **8.1 Waterfront Park-Swimming Rules**

Selectman discussion on setting rules for swimming at the waterfront park.

The board understands the legitimate concerns of kids swimming where boaters are launching their boats this issue is hard to enforce. The board would like signs that say "Swim at your Own Risk" and "Danger" at both ends of the docks.

### **8.2 MDOT Pedestrian Safety Grant**

Selectman action requested to sign the Pedestrian Safety Grant.

Selectman Cummins made a motion to give the Town Manager the authority to sign the MDOT Safe Routes to School Grant, Selectman Dunton seconded, motion passed (5-0).

## **9.0 ASSESSOR ITEMS-NEW BUSINESS**

### **9.1 Abatements-Approved**

Selectman action requested to review abatement request

**Marlin Leasing**-2010 Personal Property Tax of \$158.03 (Remove from books, billed twice).

**Sharon Carver**-2011 Real Estate Tax \$136.00 (Homestead Exemption omitted)

**Emile Rideout Estate**-2011 Real Estate Tax \$2,462.96 (Correct mapping error, lot splits missed in original commitment).

**Michael & Kim Belisle**-2011 Real Estate Tax \$753.44 (Reflect value under Maine) Farmland Program, application was incomplete/incorrect and was corrected after tax bills were issued).

**Renea Hovey**-2011 Supplemental tax bill \$723.52 (Rideout Estate Lot Split)

**Corina Perry**-2011 Supplemental tax bill \$924.80 (Rideout Estate Lot Split)

**Emily & Alfred Vigue**-2011 Supplemental tax bill \$1,678.24 (Rideout Estate Lot Split)

## **9.2 Sagadahoc County Tax Assessment 2011-2012**

Selectman action requested to sign the Assessor's Warrant on the County Tax. Approved.

Selectman approved the Assessors Warrant on the County Tax.

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

### **10.1 Public**

Resident Paul Adams stated he had a meeting with DOT on the Richmond/Dresden Bridge.

Fred Browne stated he is concerned with the proximity of the propane tanks against the town's buildings for the safety of the inhabitants of the building.

### **10.2 Selectmen**

Selectman Tuttle stated that the neighboring building next to library lot is a mess as well as Pleasant Pond Market.

Also is there an Emergency Management Plan. The Manager stated there was a plan it she will have forwarded to the board.

Selectman Tuttle would also like to make sure that future vacations are planned so that not all the Department Heads are away at the same time.

Also, have you heard anything on the status of the Library Grant?

Jan Vanguard should be considered as a trustee of the library committee.

### **10.3 Town Manager**

- The Holding Area is being cleaned up
- Would like the boards input on how to proceed with David Smiths property.
- A Client Seminar will be held Sept. 29<sup>th</sup> provided by Jensen Baird.
- The ground breaking at the Credit Union will be held Sept. 16<sup>th</sup> at 11:30a.m.
- The Maine Supreme Court will be holding a case at the Richmond High School Wed Oct. 13<sup>th</sup>.

#### **11.0 WARRANTS**

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

#### **12.0 ADJOURNMENT**

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