

**AGENDA**  
**MEETING OF THE RICHMOND BOARD OF SELECTMEN**  
**TOWN OFFICE CONFERENCE ROOM**  
**6:00P.M.-WEDNESDAY, SEPTEMBER 5, 2012**

**1.0 CALL TO ORDER**

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF AUGUST 8, 2012.**

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

**5.0 PUBLIC HEARINGS, PRESENTATION**

**5.1 Auditors Presentation-William H. Brewer**

**6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS**

**6.1 David Harris Automobile Recycling Business Application-Set Date**

Selectman action requested to set the date to review the David Harris Automobile Recycling Business and Junkyard Application.

**7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS**

**7.1 Electronic Communication Policy**

Selectman discussion and adoption of the Electron Communication Policy.

**7.2 Social Media Policy**

Selectman discussion and adoption of the Media Policy.

**7.3 Personnel Policy**

Selectman discussion and adoption of the Personnel Policy.

**7.4 Single Signature Warrant Policy**

Selectman action requested to approve the policy that allows a designated municipal officer, acting on behalf of the full board or municipal officers, to review, approve and sign the municipal treasurers disbursement warrants for the payment of state fees and bi-weekly payroll only.

**7.5 Lane Field Update**

Selectman discussion on lighting at Lane Field.

**7.6 USDA Grant Inquiry Update**

Selectman discussion on the USDA Grant inquiry for a public works truck.

**7.7 Solid Waste Budget Carry-Over**

Selectman action requested to carryover \$9,021.03 from solid waste.

**7.8 Town Property Use Request**

Selectman action requested to allow the use of Lane Field September 9<sup>th</sup>/October 28<sup>th</sup> for a fall baseball tournament ages 12-13 years old.

**8.0 ASSESSOR ITEMS-NEW BUSINESS**

**8.1 Assessors Return**

Selectman action requested to sign the 2012-2013 Sagadahoc County Tax Assessment

**8.2 Tax Commitment**

Selectman action requested to set the tax commitment.

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

9.1 Public

9.2 Town Manager

9.3 Selectmen

9.4 Boards and Committees

**10.0 WARRANTS**

10.1 Request for action regarding all disbursement warrants

**11.0 EXECUTIVE SESSION 1 M .R.S.A §405 (6)(F)-Confidential Records (Trust Funds)**