

Peter Warner, Chairman
Clarence Cummins-Vice Chairman
Rose Beckwith
Gary Poulin
David Thompson

MINUTES
MEETING OF THE RICHMOND BOARD OF SELECTBOARD
TOWN OFFICE CONFERENCE ROOM
6:00P.M. SELECTMEN MEETING WEDNESDAY, OCTOBER 15, 2014

EXECUTIVE SESSION-405 (6)(A)-PERSONNEL ISSUES-TOWN MANAGER-5:00P.M.

Selectman Cummins made a motion to move into Executive Session at 5:05p.m. pursuant to 405 (6)(A) Personnel Issues-Town Manager, Selectman Thompson seconded, motion passed (5-0).

Out of Executive Session at 5:56p.m. No action taken.

1.0 CALL TO ORDER

Present: Matt Roberge, Paul Adams, Sean Pierce, Scott MacMaster, Mark Taylor, Elise Farris, Michail Grizkewitsch, Jr., O'Neil Laplante. Town Manager, Janet Smith and Executive Assistant, Laurisa Loon.

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

Chairman Peter Warner called the meeting to order and announced that the board reviewed the payout to the former Town Manager Marian Anderson. The payout was approved.

2.0 PLEDGE OF ALLEGIANCE

3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF OCTOBER 1, 2014.

Selectman Thompson made a motion to approve the minutes as amended to correct item: 3.0 Request to Approve Board of Selectmen Minutes of September 17, 2014. The motion passed indicates a vote of 5-0. The vote needs to indicate 3-0. Gary Poulin and David Thompson were absent on September 17, 2014, Selectman Beckwith seconded the motion, motion passed (5-0).

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

4.1 Cynthia Dowd resignation from the Budget Committee

Selectman Thompson made a motion to accept Cynthia Dowd's resignation with regret and send a letter of thanks on the board's behalf, Selectman Beckwith seconded, motion passed (5-0).

5.0 PUBLIC HEARINGS, PRESENTATION

5.1 General Assistance Ordinance Maximums

Selectman Thompson made a motion to approve the new General Assistance Ordinance maximums, Selectman Cummins seconded, motion passed (5-0).

6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

6.1 Sale of Town Plow Truck Update

Goodall Landscaping was the one and only bid at \$8,400. Selectman Cummins made a motion to accept the bid, Selectman Beckwith seconded, motion passed (5-0). Selectman Beckwith made a motion to take \$4,600 from the reserve account to pay off the remaining balance of \$13,000 on the public works truck, Selectman Thompson

seconded and called for discussion. Selectman Thompson asked how much is in the reserve? The Town Manager responded \$13,400. Resident Michail Griskewitsch asked if the \$8,400 goes towards the loan or drops to the bottom line. The Manager called for an amendment to the motion. Selectman Cummins made a motion that the proceeds from the sale of the truck go towards the payment on the new truck and the balance of \$4,600 be taken from the reserve, Selectman Beckwith seconded, motion passed (5-0).

6.2 Tax Acquired Property Update U01-092-00-Town Manager

The Town Manager stated that no bids were received on parcel U01-092-00. We will repost the ad in the paper and mail to the abutters. We did contact one of the abutters and there is interest in bidding on the property. The tax balance owed is currently \$9,673. The property is currently assed at \$56,000.

Selectman Thompson made a motion to set a minimum bid of \$10,000, post for two weeks and mail to the abutters, Selectman Beckwith seconded, Selectman Warner added to advertise in the weekend edition of the Times Record and Kennebec Journal, motion passed (5-0).

6.3 Senior Center Director Update-Town Manager

The Town Manager announced that Laurie Saunders is the new Senior Center Director. She has a history with the center. This is a stipend position for 15 hours a week.

6.4 Police Department Vehicle Replacement Update-Town Manager/Police Chief

The Town Manager and Police Chief gave a power presentation on the possible police cruiser purchases. They compared several vehicles: 2015 Chevrolet Silverado 1500; 2015 Dodge Ram 1500 SSV; 2015 Ford Utility Police Interceptor; 2015 Dodge Durango; 2015 Chevrolet Tahoe; 2015 Dodge Charger; 2015 Chevrolet Impala and a 2015 Ford Sedan Police Interceptor.

We have reached out to three vendors: Quirk Ford of Augusta, O'Connor Motors of Augusta and Newcastle Motors of Newcastle. Wiscasset Ford advised pricing would be the same as Quirk as they no longer actively pursue police packages.

The options for trade in allowance are as follows: Explorer: Quirk \$3,800; Newcastle \$2,000 and O'Connor \$1,500. Tahoe: Quirk \$8,900; Newcastle \$5,500 and O'Connor \$7,000. After weighing out the options, pricing and trade in allowances we recommend going with the 2015 Ford AWD Sedan Police Interceptor from Quirk Ford at \$24,845 minus the trade in at \$3,800 for a final price of \$21,045. The current police reserve has \$22,181.51 after the purchase it would leave \$1,136.51 in the reserve. Items from the Explorer for re use include: Radio, radar, siren, control board for siren and lights. To complete the outfitting of the new cruiser it would cost an approximate \$3,200+/- . We anticipate keeping the vehicle unmarked until July 2015 at that time it will become the primary. The Impala will be the primary along with the Tahoe.

After discussion, Selectman Thompson made a motion to purchase the 2015 Ford AWD Sedan Police Interceptor using police reserve funds, Selectman Cummins seconded, motion passed (5-0).

6.5 Police Department Vacancy Update-Town Manager/Police Chief

The Town Manager asked the board to review the job description for the Sergeant position. Selectman Beckwith made a motion to approve the amended job description, Selectman Thompson seconded, motion passed (5-0).

Chief MacMaster stated that the position has been posted in house and closes Monday the 20th. He has received two applications, both candidates are qualified and meet the job description requirements. He will proceed with a numerical scoring on training and experience, an oral board that will consist of the Town Manager, an officer

and a community member. Following the oral board interviews will be the interview with the Chief. The Town Manager added that they will be posting for a patrol officer at the end of next week and will have an amended patrol officer job description for the boards review and approval.

6.6 Transfer Station Issues/Updates

The Town Manager requested that Selectboard members no longer work the holding area. The new staff needs time to learn and adjust. The public works director still plans to check in on Saturdays. Selectman Cummins asked if we would still be using the gate house. The Town Manager replied that we would. Selectman Warner added that so far Pittston has not impacted the holding area. Selectman Thompson added that Jane Hubert of Pittston is going back to her board to inform them that the holding area is not being used like they thought it would be. Selectman Poulin added that the employees be brought in to review the policy. Resident Paul Adams asked how many Pittston stickers have been purchased. Selectman Thompson responded 10 so far. The Town Manager added that we will have an article going in the newsletter addressing the sticker prices, holding area hours and policy.

7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS

7.1 Railway Café Liquor License Renewal

Chief MacMaster announced the police department has no issues with the license being renewed. Selectman Beckwith made a motion to approve the liquor license renewal, Selectman Poulin seconded, motion passed (5-0).

7.2 Policy on Treasurer's Disbursement Warrants for State Fees

7.3 Policy on Treasurer's Disbursement Warrants for Employee Wages/Benefits

The Town Manager stated that certain payments need to be made on a weekly basis and this will allow money to be disbursed without a formal meeting in the event there is no quorum. These policies allow for any one of the Selectboard members to disburse a warrant. Resident Michael Grizkewitsch raised the concern about employee sick and vacation time. The Town Manager responded the warrant is still going to be reviewed by the Selectboard and/or members of the board. Resident Adams asked who is considered a Municipal Official. The Town Manager stated that the Manager position is not considered a municipal official the Selectboard members are the municipal officials.

Selectman Thompson made a motion to approve 7.2 and 7.3 together, Selectman Beckwith seconded, motion passed (5-0).

7.4 Review of Pipeline and Downtown TIF Budgets

The Town Manager presented the Pipeline and Downtown TIF to the board. The pipeline TIF at \$154,400 and the Downtown TIF at \$216,261. Resident Michail Grizkewitsch asked why we can't use the TIF to pay the remaining balance on the cruiser light/radar installation. The Town Manager stated that the TIF documents specify what you can spend money on and I don't believe using money for a cruiser would pass the straight face test if an audit was done on the TIF. Resident Michail Grizkewitsch asked that the budget be presented at town meeting. The Town Manager stated that it would be information only and the previous year's budget. We can't set the TIF budgets until we set the tax commitment.

7.5 Revolving Loan Board-Approval of updated by-laws

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

8.0 ASSESSOR ITEMS- BUSINESS

8.1 Assessor initiated abatement-Personal Property Account Varney's Clay Sports in the amount of \$131.80.

Selectman Cummins made a motion to approve the abatement for Varney's Clay Sports, Selectman Beckwith seconded, motion passed (5-0).

9.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

9.1 Public

Resident Michail Grizkewitsch stated that no motorized vehicles are allowed in the town forest but there is a snowmobile trail that runs directly through the forest. Chief MacMaster stated that a snowmobile is not classified as a motorized vehicle. Michail Grizkewitsch added that they use ATV's to do trail maintenance. Selectman Warner stated that they will research the policy on the town forest.

9.2 Town Manager-The Manager gave an update on the bridge.

9.3 Selectmen

Selectman Poulin announced he had to leave.

Selectman Beckwith asked if we found any information on a Jake Brake Ordinance and information about creating a park and ride.

Selectman Warner asked if we received a response from the State in regards to the letter we send on the speed limit coming into town on Route #24. The Town manager replied that we have not heard anything but will follow up with DOT.

9.4 Boards and Committees-None

10.0 WARRANT

10.1 Request for action regarding all disbursement warrants

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

11.0 EXECUTIVE SESSION-405 (6)(F) M.R.S.A.-Discussion of Confidential Records

Selectman Beckwith made a motion to move into Executive Session at 7:51p.m., Selectman Cummins seconded, motion passed (4-0). Selectman Poulin absent.

No action taken.

Selectman Beckwith made a motion to come out of Executive Session at 8:01p.m., Selectman Cummins seconded, motion passed (4-0). Selectman Poulin absent.

Selectman Thompson made a motion to take no action on the Trust Fund Application request, Selectman Beckwith seconded, motion passed (4-0). Selectman Poulin absent.