

MINUTES
MEETING OF THE RICHMOND BOARD OF SELECTMEN
TOWN OFFICE CONFERENCE ROOM
5:00P.M.-SELECTMEN MEETING WEDNESDAY, JANUARY 7, 2015

1.0 CALL TO ORDER

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

Others: Town Manager, Janet Smith; Community & Business Director, Victoria Boundy; Executive Assistant, Laurisa Loon, Matt Roberge and O'Neil Laplante.

2.0 PLEDGE OF ALLEGIANCE

3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF DECEMBER 22, 2014

Selectman Thompson made a motion to approve the minutes of December 22, 2014, Selectman Cummins seconded, motion passed (3-0). (Gary Poulin absent from 12/22/14 Meeting. Rose Beckwith absent).

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

4.1 Christopher Giles appointment as Patrol Officer

The Town Manager stated that we had 3 applicants apply. We completed an oral board with a 3 member panel. Chris is currently a reserve officer and has been appointed as the patrol officer moving into the COPS Fast position. James Donnell is moving into a regular slot. We have 5 full time officers.

Selectman Warner asked if we would be advertising for a reserve. The Town Manager replied we are now at full staff and we feel we are covered. We have less open part-time shifts. Selectman Warner asked if our reserves are all active? The Town Manager replied that all reserves are fairly active. They cost nothing unless they work.

Selectman Thompson made a motion to approve the appointment of Christopher Giles as Patrol Officer, Selectman Cummins seconded, motion passed (4-0).

5.0 PUBLIC HEARINGS, PRESENTATION

6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

6.1 Merrymeeting Trail Inter-Local Agreement-Update

Victoria Boundy stated that the board has a draft Merrymeeting Trail Agreement to review. We have had two meetings, the plan is to come back in May to have the communities approve it. Selectman Thompson asked if Victoria could clarify the Powers of the Board Article 3, Number 10: Invoice municipalities for expenses incurred and previously approved by them and 11) Authorize expenditures consistent with its budget. Victoria responded that from each community we are suggesting 2 members ideally

being 1 a municipal official. This board will have the power to oversee the construction and maintenance of the trail system and power to invoice municipalities for expenses incurred. This will go through the budget process. Selectman Thompson asked if it would be approved at town meeting. The Town Manager responded that it would be a warrant article that would be voted on at town meeting. This gives them the power to expend those monies then bill the community for that expenditure because the town has already approved that money. The expenditures will stay within the confines of the original monies. That's why you have representatives from the board on the committee. A good example is the New Mills Dam. We have people appointed along with other communities, for the 10 years prior we were paying \$3,100 a year. The board had no say on what they spent the money on. One of the towns would be named the fiscal agent and that town would be a conduit to get the bills paid. Selectman Thompson added that knowing town meeting atmosphere, how do we sell a blanket number to the people. Victoria Boundy replied that the Kennebec rail trail had each municipality approving approximately \$2,000 at town meetings, last year it went up to \$4,000. Each municipality can decide if they want to pave, plow and perform maintenance on the portion of the trail. Selectman Thompson stated that he was under the impression that this agreement was to develop and maintain the trail. Victoria Boundy responded that we have applied for funding for the Richmond portion. The State has approved the Gardiner Street sidewalk project and next year we are in for the design, there is a 20% match to these project, we have dedicated funding from the TIF. Each community is responsible for their own project cost.

Victoria Boundy stated the Comprehensive Planning Committee has drafted chapters on demographics, transportation and historic resources. We have a draft economic strategy document completed. The content of this report is serving as the economic chapter. The next chapter we are working on will be recreation. We will be speaking with groups and organizations as well as working with the planning board.

7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS

7.1 RYRA-Skating Rink request at Lane Field

The Town Manager stated that we are tabling this until the next meeting. RYRA is not at a spot to move forward, the board has not officially voted to do this project. They meet on the 20th to discuss it. They are also in the process of working out the details on materials and labor.

Allan Moeller asked why they picked Lane Field. Houdlette field has better drainage and there is more parking. Selectman Thompson replied that Lane Field is more in the center of town and more accessible. Allan Moeller asked if this is approved does the highway need to take care of it. Selectman Cummins responded that RYRA is prepared to deal with maintenance.

7.2 Holding Area Discussion

The Town Manager stated that the \$5,000 helped offset payroll we are ahead \$2,544.72. Pittston hasn't really been bringing in a whole lot. However it's not spring time. If they are interested in continuing we suggest another 4 month temporary trial with the \$5,000 payment. We need to see what our bulky waste cost are going to be. Selectman Cummins asked what happens to the amount not spent. The Town Manager replied it goes to the bottom line. Selectman Thompson added that it should go into the holding area so we don't have to raise more money at town meeting. The Town Manager stated that it would become revenue. You would still appropriate the cost to run the holding area but come June 30 that drops to the bottom line. Then your appropriating from the bottom line to offset the expenditures, it gives a true picture of what you spend at the holding area you could spend more if you are putting money into it. Selectman Warner stated that we weren't going to make money but it shouldn't cost money either. Selectman Cummins stated that if they pay \$5,000 for the next 4 months and we spend \$6,000 that difference would cover us. Selectman Warner asked if there is left over money would we put that in the general fund. The Town Manager replied yes if this is something the town is looking at growing. We are looking at maintenance cost and purchasing larger bins. You have to include possible capital expenditures down the road. Selectman Thompson added that we did not make the statement that we are not going to make something on this, if we find a happy medium and covering our expenses and we make money that's not a bad thing. The original understanding was that we would provide stickers and that money would come back to the town of Richmond. The Town Manager replied that they paid the cost of the stickers, if they sell the sticker from their town office they are keeping the additional if we sell a sticker then it comes to us. Selectman Cummins added that we are not charging Dresden a fee like we are charging Pittston. Richmond residents can also go to Dresden. Selectman Thompson stated that Pittston is looking at town meeting in March so we don't anticipate hearing from them until then.

Selectman Thompson stated that Pittston did not have as many people take advantage of Richmond that they thought would be. Where they are getting done in January I wouldn't ask them to buy another sticker for two weeks. Selectman Cummins asked if Pittston is doing nothing until after March what happens to the additional person. Allan Moeller replied that we don't have one, he resigned, this is our slow time, we have 1 on Wednesday and 3 on Saturday. Allan Moeller suggested having Pittston pay \$15,000 for the year? The Town Manager stated that she was looking at \$20,000.

7.3 Adoption of automated loan procedures through ICMA

The Town Manager stated this adoption will not allow an employee to have payroll deductions if they opt for a loan against their ICMA account. They can still take out a loan but it has nothing to do with town as far as the loan agreement. We do not want to see it continue as a payroll deduction. It should be set up between the two parties.

Selectman Cummins made a motion to make the amendment to the ICMA automated loan procedures so it is taking out of individuals checking account and not taking out through town payroll deduction, Selectman Thompson seconded and asked for

discussion, the way this happens through payroll deductions is costing our employee more work in the payroll process, it was the consensus of the board to approve the adoption of the automated loan procedure (4-0).

8.0 ASSESSOR ITEMS-BUSINESS

9.0 BOARD OF TRUSTEES BUSINESS

10.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

10.1 Public

O'Neil Laplante asked if there is any progress with the Hathorn building. The Town Manager stated that the owners have signed an access agreement with Midcoast Council of Governments and have received a grant to allow Ransom Consulting to complete an environmental study on what hazards are in the building. It's \$55,000 worth of consulting work. The Maine DEP gets a copy, the Town and owner. We have had a couple of creditable developers that have looked at the building. They have done a lot of the Lewiston Mills and are familiar with grants available to developers. It's not the towns building it is still owned by Bluebird Investment. Selectman Warner stated that the phase 1 could not be done if the town owned the building. The Town Manager added that we have moved forward with signing the agreement and Ransom Consulting. We are not at a stage with something on the table. Selectman Thompson stated if this study deems it a dangerous building that's evidence to bring to the historical society.

10.2 Town Manager

The Town Manager stated that the Budget Committee will start meeting next Wednesday at 6p.m., we will give them the proposed budgets with an overview. We will get started on some of the budget that do not require department heads. Then they will set a schedule to meet with department heads. There is talk of revenue sharing going down. We retired a huge debt payment that was \$260,000 overall. The capital outlay and reserve request total is \$370,000 this is under last year's budget. We are looking at keeping monies for road work in Capital at the \$90,000 using that to pave what was shimmed last year. As far as any major road projects we could look at a separate warrant article, some sort of bond package. We are looking at road management software which helps as a guide for road work.

10.3 Selectmen

Selectman Cummins stated that last Sunday a lot of snow fell his family had an awful drive back on 1-97 and they thought it was amazing when they hit the Richmond line, the roads were clear. She appreciated the roads in good condition. Thank you to the public works department for a job well done.

Selectman Poulin stated that the town infrastructure is important. I know it's expensive but materials are at the lowest point we should take advantage of that. Residents have approached him on the Parks Road asking what we are doing about the roads. The Town Manager replied that there are five roads that we have prices on we are looking at

\$400,000. Dresden is having work done so doing a bulk purchase through them would save money. We can also talk with Bowdoinham to see if they have any work that needs to be done which will drive the paving cost down.

Selectman Cummins asked if we have a date on the Family Dollar opening. The Town Manager stated that we are waiting on the electrical. The contractor stated they have stores ready to stock ahead of the Richmond store so we do not have a firm date.

The Town Manager stated that Shucks is getting ready to move out of the RBMC building. We have another company looking at the location. We met with a potential buyer who currently processes crab meat. Their headquarters are in New York and they have a plant in Rockland, they have spoken to the RUD. Their waste is different than Shucks. The superintendent does not believe they would have the same problems with processing. They are also talking about hiring 50-60 employees.

Selectman Warner asked the status of Engine 2? Matt Roberge responded he is looking at the end of next week. Three weeks ago they replaced 85% of the body. The manufacturer of the truck did not put in barriers. This process extended the completion date, as well as their key foreman getting injured on the job. They are within a week or two of getting it done. Firm with by the end of next week. Its quality work, its solid, we have not been told of any increase on the cost. Selectman Cummins asked without the truck how has it impacted response times. Matt Roberge replied that we have mutual aid responding at the same time, there have been no issues.

Selectman Warner asked if we have heard anything on Northeast Ambulance purchasing a location in town. Matt Roberge replied that conversations slipped over the holidays. They looked at the car wash and Ideal Auto. They are also looking at a commercial lot located on the corner by Port City. Gordon Sherman's property and the car wash have too much additional real estate they don't want to deal.

11.0 WARRANT

11.1 Request for action regarding all disbursement warrants.

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

12.0 ADJOURNMENT

Selectman Thompson made a motion to adjourn, Selectman Cummins seconded, motion passed (4-0).