

MINUTES
5:00P.M. MEETING OF THE RICHMOND SELECTBOARD
TOWN OFFICE CONFERENCE ROOM, WEDNESDAY, FEBRAURY 17, 2016

1.0 CALL TO ORDER

Selectmen present: Robert Bodge, O'Neil Laplante, Peter Warner, David Thompson and Gary Poulin.

Others present: Paul Adams, Shawn Pierce, Les Fossel, Allan Moeller, Matt Roberge, Town Manager, Janet Smith and Executive Assistant, Laurisa Loon.

2.0 PLEDGE OF ALLEGIANCE

3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF FEBRUARY 3, 2016

Selectman Thompson made a motion to approve the minutes of February 3, 2016, Selectman Laplante seconded motion passed (4-0). Selectman Poulin not present.

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

4.1 Appointment of Elise Farris to the Richmond Recreation Committee

4.2 Appointment of Scott Brilliant to the Richmond Recreation Committee

Selectman Thompson made a motion to appoint Elise Farris and Scott Brilliant to the Richmond Recreation Committee, Selectman Laplante seconded, motion passed (4-0).

5.0 PUBLIC HEARINGS, PRESENTATION

5.1 Les Fossel, Hathorn Building-tabled

6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

6.1 Selectman discussion on the 2015 Annual Report dedication

Selectman Thompson made a motion to co-dedicate the report to Judy Savage former Town Clerk, and the Cotton Cemetery Crematorium for its purpose to help maintain the Cotton Cemetery for the next 99 years, Selectman Laplante seconded, motion passed (4-0).

6.2 Selectman discussion on laptops for selectmen meeting use.

The board suggested Laurisa and Janet bring back an option for the board's approval.

7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS

7.1 Discussion on Amendments to Richmond Municipal Fire Department Ordinance

The previous ordinance did not allow for a promotion process. The Chief and several employees have been working on several amendments. This will repeal the 1991

ordinance. Selectman Warner had issues with the Chief position maintaining it for longer than a three year term. The Town Manager responded that is up to the board, it has always been an appointment by the board. The other issue I had is with other employees under 403 C and the Town Manager appointing a particular position. The Town Manager replied that it gives the Manager the ability to interview for interim chief. Selectman Warner would like to see an annual review process at the end of three year term. Selectman Laplante asked what the Town does with other department heads. We should do the same with all departments.

Paul Adams stated that in 1991 they did away from the public voting for three fire wardens to be nominated by the fire department and appointment by board, we had more participation back then, the feeling was based on trust when it was based on voting. Also the fire department is a volunteer call crew you can't treat them the same as a full time department. Has there been any public hearings on this.

The Town Manager stated this is just to see if the board wants to put it on the town meeting warrant. Selectman Warner stated that we want to make sure the Chief Officers are qualified these are considerations the board has to take.

Shawn Pierce stated that the qualifications for the three officers does not say they have been to arson investigation training.

Selectman Warner stated the Department is going through a Firefighter 1 class, we want to make sure the town makes that available. The Manager responded that qualifications on officers aren't part of the ordinance it would be separate, it would be part of the department looking at the qualifications that they want in those particular positions.

Selectman Laplante asked if there has been any feedback from members. Matt Roberge responded that in general feedback is to move away from elections and into hiring process. Qualifications are part of the SOP which is tied to this, agree investigation should be listed.

7.2 Kelly McMahan, Martha Stanton Property Discussion-Tabled

7.3 Road Projects

The Town Manager stated she sat with the Public Works Director and looked at the cost of repair options and the road surveys the board members had done, we looked to see with a \$90,000 maintenance budget and keeping with the \$200,000 in the major road projects what we would propose for maintenance and projects, we looked at two years out.

7.2 Kelly McMahan, Martha Stanton Property Discussion

Mrs. Stanton passed away after it was tax acquired property, the heirs would like to retain the property. Selectman Thompson made a motion to give back the property to the family, Selectman Poulin seconded, Kelly stated she would like to set up a payment plan for 3 to 6 months, motion passed (5-0). The Town Manager stated that Kelly should come and discuss the payment plan and arrangement.

5.1 Les Fossel, Hathorn Building

Les Fossel stated that they had rebuilt under the footings for all the rafters, created knee walls on the bottom of the rafters so work could go on from there. On the south wall they used 100 helixes, based on specifications from Helen Watts, two outside walls and center three bricks thick, four big trusses to be supported by the walls, the trusses were rotted off being supported by post and beam structure below, extending each truss to be supported on the brick wall again, windows couldn't get approval from the state historic preservation we are meeting with them on Friday. The structural work is done, we have cleaned out the building thoroughly and power is in, we took off as much plywood as we could, the CMP bill was higher because of the cold months and not wanting to postpone work, we are two months away from getting the tax credit approvals, we cannot get bank loans until we get the tax credit in hand. Every apartment is ADA accessible.

Hathorn Block Expenses as of 2/17/16:

Seacoast scaffolding \$24,241., Wesley Faries (website) \$2,050, Town of Richmond (interest on loan) \$137., Richard Irons Masonry \$37,500., Pine Tree Waste (dumpsters) \$540., Maine Preservation (tax credit consult) \$429., Margaret Gaetner (historic building tax credit phase 1) \$2,700., Helen Watts (structural engineer 10 hours @ \$100/hr) \$1,000., Ideal Septic (porta potty) \$330., Brian Buck (lower cord truss steel supports) \$615., Les Fossel (pre-purchase 300 hrs @ \$50/hr) \$15,000., Fred Gumkowski (pre-purchase 100 hrs @ \$42/hr) \$4,200., Lipmann & Katz (legal services-closing, etc.) \$5,825., David Landmann (architectural services) \$17,000., IFPS Corporation (builder's risk insurance) \$5,335., G & P Builders (clean-up) \$583., Dick's Electric (temporary power) \$8,136., CMP (power for electric heaters) \$1,309., Clark Insurance (liability coverage) \$1,499., Bluebird Investments, LLC \$1., CEI (interest on loan) \$1,219., Restoration Resources (labor & materials) \$56,678., Subtotal at \$186,325, Overhead at 15% \$27,949 for a Total of \$214,274.

Hathorn Block Next Expenses as of 2/17/16

David Landmann (architectural services) \$9,000., Rich Windows (replacement windows, installed) \$107,000., Stairs (all but finish surfaces, 2 walls-2 existing) \$18,000., Elevator shaft (four walls) \$16,000., Subcontractors (rough in mechanicals) \$20,000., Total \$170,000.

Selectman Warner asked if they are looking at requesting a grant through the TIF funds. Les Fossel responded yes. The Town Manager added that the revolving loan fund request for a grant we would need to check with our attorney under those revolving loan funds to see if a grant is possible.

Selectman Bodge asked when the TIFs expire. The Manager responded one in 2020, which the board can look at extending for another 10 years, the other in 2030.

7.4 January Financials

The board reviewed the financials.

7.5 CEO Agreement

There is a 2% increase in the Dresden contract.

Selectman Laplante made a motion to accept the contract, Selectman Bodge seconded, motion passed, (4-0).

7.6 Land Use Ordinance Amendment Discussion

The board will review the Land Use Ordinance amendments.

8.0 ASSESSOR ITEMS-BUSINESS

8.1 Property Tax Abatement: H & H Irrevocable Trust, abatement amount \$564.74.

Selectman Poulin made a motion to approve the abatement request, Selectman Laplante seconded, motion passed (4-0).

9.0 BOARD OF TRUSTEES BUSINESS

9.1 January Financials

10.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

10.1 Public

Resident Paul Adams stated he doesn't feel hiring an attendant with the pump out station grant is appropriate. He feels the pump out station is the harbormasters responsibilities. He would like to see the log that is available.

10.2 Town Manager

The Manager stated that the Budget Committee meeting went well, they discussed roads, parks and cemeteries and solid waste.

The board received a copy of the comp plan calendar timeline.

Allan Moeller put together the list of plow routes, what roads were on which route and length and time to plow we will be putting this into the road software management program as well.

10.3 Selectmen

Selectman Laplante met with resident on Sampson Street regarding a property that's been abandoned there is hole in the roof.

Selectman Poulin stated he is still working on the fire department estimate, he is waiting to hear back from the mason and pricing on windows and garage doors.

Selectman Laplante stated some members of the department along with Selectman Poulin and himself went to Topsham to look at a rescue pumper, they are looking at different options.

Selectman Warner announced the Town of Richmond received the silver 2015 Spirit of America Award.

Selectman Warner stated he has asked the Manager for proposals on staffing the town five days a week rather than four.

The Parking area at town forest turns to mud would like to look into what we can do to fix the parking lot.

Are the inspection stickers on the fire trucks current?

10.4 Boards, Departments and Committees

11.0 WARRANT

11.1 Request for action regarding all disbursement warrants.

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

12.0 ADJOURNMENT

Selectman Laplante made a motion to adjourn, Selectman Poulin seconded, motion passed (4-0).