

AGENDA
MEETING OF THE RICHMOND BOARD OF SELECTBOARD
TOWN OFFICE CONFERENCE ROOM
6:00p.m.-SELECTMEN MEETING WEDNESDAY, MAY 14, 2014

1.0 CALL TO ORDER

Present: Town Manager; Marian Anderson, Executive Assistant; Laurisa Loon, Gary Poulin, Clarence Cummins, Rose Beckwith and Peter Warner. Tracy Tuttle absent.

Others present: Michael Grizkewitsch, Sr., Russell Edwards, Jonathan Edwards, Shane Edwards, Chief Scott MacMaster, Matt Roberge, O'Neil Laplante, Dana Sullivan, Jan Wanggaard, Judy Debray, Peter Gardiner, Pauline Beasley and Ann Pistell.

2.0 PLEDGE OF ALLEGIANCE

3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF APRIL 30, 2014

Selectman Beckwith made a motion to approve the minutes of April 30, 2014, Selectman Poulin seconded, motion passed (3-0-1). Peter Warner abstained he was absent from the May 14, 2014 meeting.

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

5.0 PUBLIC HEARINGS, PRESENTATION

6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

6.1 Isaac F. Umberhine Library –Update

6.1.1 Updated budget figures.

6.1.2 Paving

Jan Wanggaard, Trustee member said the board is looking at bylaws and updating policies for the library. The trustees are also working in an advisory capacity for furnishings for the building. The basic shelving ordered is due to arrive at the end of May or first week in June if we can get it delivered. Materials have been ordered that were purchased by the Davis Family grant for the young adult room.

Selectman Cummins asked where we stand with the paving. The Town Manager responded that there is approximately \$1,600 left in the budget. State Paving is coming tomorrow to give us an estimate on paving, we have received one bid from Crooker. We have not heard anything from Pav-Tek. The Manager is looking for some ideas on how we can fund the paving. We have an expected delivery date of the 29th of May for the shelving. They cannot deliver if it's not paved. The Town Manager suggested the TIF to cover the balance of the paving. Selectman Warner added that hopefully we could get volunteers from the school or wherever to help solicit donations from each business in town.

\$100 apiece. Selectman Poulin asked how much are we looking at for paving. The Town Manager stated the current bid from Crooker is \$5,500 and she don't know much about the cost of paving. Selectman Poulin asked if there is a lot of paving that needs to be done. The Manager responded the parking area and the handicap access ramp to be rolled and compacted 25 x 25 base paved and a 5 x 2.5 sidewalk, the drainage and channel would be done by the town crew which is almost already done. Selectman Beckwith agrees with Selectman Warner's idea along with using TIF funds. The Town Manager stated that when we get the other bid she could send letters to solicit donations, if the board is okay with moving ahead with the project. Selectman Cummins stated that he feels that's the way we should go. Send the letters out and use the TIF for the difference. Selectman Cummins asked if the second bid we are waiting on will be the same quality as Crooker. The Town Manager replied that Pav-Tek did the paving for the automobile sales and Gary's Quick Stop. State Paving is the company that bought out Ferriello. Selectman Poulin stated he was very happy with their work and feels Crooker's bid sounds high. Selectman Beckwith added to include the names of the businesses on the plaque that donated.

7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS

7.1 Cemetery Committee Request-Dana Sullivan

Selectman action requested in making repairs to the fence at the Cotton Cemetery.

The Town Manager stated that there is a Trust Fund dedicated to the maintenance of cemeteries in town. There is \$6,350 available.

Dana Sullivan stated the last 5 years have been a nightmare due to accidents and the State rebuilding Main Street. The fence that goes from the new section on the second avenue down to the tomb is in bad shape we would like to replace it. The proposal is for \$10,665. Unfortunately, the committee is in a financial bind they have not been selling lots. Peter Gardiner and I worked on the fence all winter long. We have rebuilt the first avenue up towards Hinckley's and have gone as far as we can go. Selectman Cummins asked if they were looking for the total cost or a portion to be paid out of these funds. Dana Sullivan replied as much as we can be allotted. The Town Manager asked Dana to talk about any financial resources that you might have to add to this amount. Peter Gardiner stated the committee receives income from selling lots and earning dividends, the last two years our income and dividends and expenses are close together. The directors put the stones back up that have fallen over from time and/or vandalism, it's a huge cemetery if we could get the new section down to the best part of the fence it would help. We also had to buy a new lawnmower, we can't put in the other \$4,000 and pay the person that works there. Selectman Cummins asked if using those funds would empty the trust fund. The Manager replied no there is \$13,000 in the trust but you can only spend a certain percentage. Peter Gardiner added that we are going to end up moving the old fence. Selectman Cummins asked if we have town cemeteries and is this one. Dana Sullivan replied no it is not a town cemetery he has been on the

committee since 1966. Peter Gardiner stated it is now one of three combined cemeteries. The TJ Southard Cemetery, Smith cemetery and Cotton cemetery. It was incorporated in 1924 and has been privately run with a board of directors at that time. It is also referred to as an ancient burial ground, there are 6.2 acres of cemetery and 13 to 14 acres of land. Through the years when people passed they left money to the cemetery. Selectman Cummins asked if you still have a principal account. Peter Gardiner replied we have money invested that gives us a dividend and a checking account. Selectman Cummins asked looking ahead what are your prospects for maintaining the organization. Peter Gardiner replied to be able to run the cemetery to the best of our ability, we pay less than \$300 a week to maintain that cemetery. Selectman Warner asked if you received assistance through the Veterans Association. Peter Gardiner replied that we have looked. There is money for municipal owned cemeteries.

Selectman Warner made a motion to take the funds available from the Cemetery Trust Fund to repair the fence or as much as it will repair, Selectman Beckwith seconded, motion passed (4-0).

7.2 Town Warrant

Selectman action request to approve the town meeting warrant articles.

The Town Manager asked the board to review Article 16, we lumped together the articles that usually get grouped together. Article 18 is the Midcoast Community Action with a note that it was submitted by petition. Selectman Cummins asked if someone doesn't agree with what we recommend in the grouped article can it be taken out and voted separately. The Manager responded anyone of the articles can be taken and voted on separately. The Manager stated that Article 21 is the lease for the food pantry there had been some discussion about taking over the Roberts Hall building. I have not heard back from Janet Sweem on that issue at this point. When I talked with council, they stated it would allow us to amend the lease based on the current warrant article. The Manager continued that when we accepted the church one of their requirements was that we had to hold the title for 10 years. The lease is the stepping stone to that.

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

Selectman Beckwith added that it was productive to work with the budget committee this year. Selectman Cummins would like to see an introduction at town meeting on how much work goes into the budget process. Selectman Warner asked if we have determined what we are doing for a moderator. The Manager asked if the board wanted to use Jensen & Baird like last year, you can meet with them in advance to explore the issues. A lot of towns are using electronic devices with yes or no answers. Selectman Warner asked if they are available to rent from another town. The Manager

replied you can rent them from a company. Selectman Warner has some concerns with the moderator. He would like to meet with him and have the rule sheet reviewed. Selectman Cummins asked if there are changes to the rule sheet. The Manager stated that council provides the sheet every year.

7.3 Resolution to support MEMA in advocacy for an amendment to the FEMA storm policy.

MEMA is asking for a signed resolution that will help move a correction forward in the FEMA Storm Policy to allow for relief and aid during ice storm outages.

Selectman Warner made a motion to approve the resolution, Selectman Poulin seconded, motion passed (4-0). Selectman Warner asked if this were to pass would we get back any money or is it only for future storms. The Manager replied only for future storms.

7.4 Discussion on use of Emergency Personnel-Clarence Cummins

Selectman Cummins stated that our Police Department has been busy that last couple of weeks. Chief Scott MacMaster replied that we had a call for two crime scenes, one on Lincoln the other in Gardiner. The gentlemen was claiming he dumped one body we were concerned there were more, we wanted to make the search area wide and long, the officer on the overnight shift needed to be relieved because they needed to come back the next night. Sergeant Garland and I were on security duty we asked the fire department to block off a mile of roadway to keep out media and residents. Sergeant Garland contacted Chief Roberge. The Fire Chief put out page, and had some response and he set up a barricade for us. If he hadn't had done that we would have had to bring additional officers at an overtime rate which would have cost the department more. The Fire Department does primarily do traffic control. We didn't want to put him on the spot, but it's a small town and we used our resources. The State police marked how much of an area that they had to work undisturbed by media and residents. It was a police department decision to use the Fire Chief, equipment and men. Selectman Warner stated that his concern was at one end we had three firefighters and a truck. When we know we are going to have a scene like that shouldn't we be looking for the State Police to make a more permanent arrangement? Chief MacMaster replied certainly but it's our town, the state police use us as a resource, we know the area, the people, and work as a temporary detective for the situation. The Sergeant was handling calls, as far as how many fire fighters that was an operational decision, some guys would leave some would come back. Chief MacMaster continued that we didn't know how long it was going to last there was more involved than what we thought. We would have had more interruptions if the fire department hadn't been there. Chief Roberge stated that we needed the four people I was at one end and the other three were at the other end. Selectman Warner stated that the picture in the newspaper didn't look good,

obviously you see three guys leaning on a truck. Chief MacMaster added that the area certainly needed to be manned it was not as simple as putting up a barricade. We had citizens trying to drive around cruisers. Selectman Warner added that he has no issue with calling the department it was the appearance to the tax payer.

Selectman Poulin added that under the circumstances you made the right call, it was just managing the man power could have gone a little better. That's what people see, it's the one bad thing that's going to stick-out not the 100 good things. Chief Roberge added that we can't control what the news media does. Selectman Cummins asked how this situation would affect your response if you had a house fire. You are a valuable resource, we don't try to second guess your decisions we think you handled the situation well. Chief MacMaster added that we can always make it better, we had a de-briefing today and discussed a lot of those issues, we did what we thought was best, we can come up with a better protocol. The Manager asked who was at the de-briefing. The Chief responded Matt Roberge and I.

7.5 Town of Pittston-Proposal for shared services at the Transfer Station.

The Manager stated that we have emailed the proposal to Bill Butler and asked him if there is anything the town needed to do.

Ann Pistell a resident of Pittston and former DEP employee has been working on the proposal for the town of Pittston. The Town of Pittston decided they didn't have the funds to be a member of Hatch Hill any longer. We entered into an agreement with Casella to take our trash. There were residents in Pittston that took white goods and metal to Hatch Hill. We can take them to Bath but they are not open on Saturdays, we have unhappy residents that work, so we planned to have a clean-up day. We have no municipal public works crew and we allocated funds for the day, which took place once a year, only 1 to 5% of residents take advantage of it. The Town of Richmond is a neighboring community, we felt like we could approach you. We would hope that you would make money off of the metal that we brought we would be another Dresden to you, we would buy the stickers and have residents pay individually. There is some concern by your public works director of the volume overwhelming your holding area, we looked at similar towns and size and tried to give you a rough calculation of what Pittston might generate, we know it's a bit of an unknown. We proposed a trial period and we have funds allocated that if it cost the town that we would reimburse the town for those cost. Our town meeting in March had allocated some funds. We are having a special town meeting that would allow the selectmen to use the money to reimburse Richmond. Selectman Cummins asked if Pittston planned on using our compactor. Ann Pistell replied that Pittston has their own recycling center. Selectman Cummins clarified that each person that comes from Pittston would have a sticker the funds would come to Richmond and they would also pay the fees. Ann replied that yes they would follow the same rules and also noticed Dresden pays more we would expect the same.

Selectman Cummins asked if our Director is concerned with the volume does that mean he is going to have pickups more often, does that create problems or additional cost. The Town Manager responded yes, we would track those numbers and Pittston would reimburse us. There may be more frequent trips needed. If the board wanted to explore this I would recommend a trial period. Selectman Warner added a one year trial period. Selectman Cummins asked if we pay to have brush taken away and wood debris. The Manager replied that we have an arrangement, we pay a minimal fee. Ann Pistell stated she volunteered for Pittston because of her background with DEP she is surprised to hear the town is paying for wood waste.

The Town Manager stated she is looking for a general consensus to move forward with an agreement, we can work out the details, in accordance with this proposal. If you are agreeable with moving forward with a trial period. The consensus of the board is in favor of moving forward for a one year trial period with the Town of Pittston. Selectman Beckwith added that this works towards the town's goal of shared services with our neighboring towns.

8.0 ASSESSOR ITEMS-BUSINESS

8.1 Mank, Edward & Charlotte-Municipal Quit Claim Deed U03-052-00 (Undischarged lien from 1986)

Selectman Warner made a motion to discharge the lien, Selectman Beckwith seconded, motion passed (4-0).

8.2 Northern New England Telephone R07-014-00 Abatement (Bankruptcy) RE Assessed 38,700 **8.3 Northern New England Telephone U02-155-00 Abatement (Bankruptcy) RE Assessed 174,100**

Selectman Warner made a motion to approve 8.2 and 8.3, Selectman Beckwith seconded, motion passed (4-0).

9.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

9.1 Public

Matt Roberge stated that in the future he would like a second meeting with both committees during the budget process, he would like to have had a chance to review the final numbers with both the Selectboard and Budget Committee. He is concerned with the maintenance budget. We didn't carry over \$3,500 for incidentals and repairs to the truck. We need \$22,000 for repairs.

Mike Grizkewitsch, Sr., asked where the funds for the paving of the library are coming from. The Manager responded that was the discussion tonight on the agenda the outcome of that discussion was to send letters asking for donations and pay the

difference from the Downtown TIF. Mike Griskewitsch, Sr., understands that town meeting is going to be at Marcia Buker this year. The Manager replied that the town didn't have a choice we had to submit a request to the school to use their facility and the High School was not available during that time. Mike Griskewitsch asked if we should go to a referendum vote. Selectman Beckwith stated that her concern with that route is people ask a lot of good questions and town meeting allows to have things explained. With a referendum vote people are voting without understanding what is going on. The Manager added that you could do a non binding referendum question, or I could ask for an informal show of hands at town meeting if the board decided.

9.2 Town Manager

The Manager sent the board the email on the County Budget along with the preliminary budget comparison analysis.

June's edition of Downeast Magazine has a spread on Richmond.

Selectboard Tuttle asked that the issue be raised to see if the board felt the need to have a public meeting on the events that have happened in our community. The Town Manager added that we haven't had any inquiries at the town office and nothing from the school. Chief MacMaster stated that Selectman Tuttle sent him a text that she had concerns from a person in the community they were frightened, they had previously had their house broken into, we could put together a community forum. Anyone that had a concern could meet with him. Selectmen Warner added that there had been a lot of information on the news. The consensus of the board was not to hold a public meeting at this time but to direct concerned citizens to have a conversation with the Chief.

Selectman Beckwith added she was concerned with cell numbers being registered under Reverse 911. The Chief replied that he is putting that information out on Facebook, webpages and the newspaper.

The Manager added that the docks are in. Main Street and intersections have been swept, crosswalks will be done by Memorial Day. The food pantry truck is this Saturday and will be in our back parking lot. They asked to use the public works garage, I'm not paying staff to be here on the weekend so they were declined. We have received a good response to the libraries Civil War discussion, the books are here and they are on loan.

9.3 Selectmen

Selectman Poulin asked if we found out about the siding. Laurisa Loon responded yes, she had forwarded the email from Bruce Carver to the Manager and Selectmen Poulin.

Selectman Warner spoke with Allan in regards to the new truck that he didn't put in for plow gear, he wanted new because he would have to rig the old gear to fit the new

truck. He also asked him about the \$8,000 to repair the loader, they fixed the hydraulic leak, and he can't believe it's leaking too much because they have been using it all week.

Selectman Cummins would like to be able to complete the Manager's evaluation by the 28th you have been emailed and given hard copy of the blank evaluation form get them back to me by next week.

Selectman Beckwith stated she has received phone calls about two foxes on the playground. Chief MacMaster responded that IFW won't do anything unless they are sick, we can hire an agent to trap and relocate them but I don't know the cost, we are not trained to handle wild animals, it is something we could research.

10.0 WARRANT

10.1 Request for action regarding all disbursement warrants

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

11.0 EXECUTIVE SESSION 1 M.R.S.A. 405(6)(F)-Discussion of Confidential Records

Selectman Beckwith made a motion to move into executive session, Selectman Poulin seconded motion passed (4-0).

No action taken.

Selectman Beckwith made a motion to come out of Executive Session, Selectman Poulin seconded, and motion passed (4-0).

The board is pending a decision, further information needed.

The consensus of the board was to adjourn.