

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

**1.0 CALL TO ORDER**

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

Others present; Joann MacDonald, Shawn Pierce, Paul Adams, James Valley, Scott Macmaster, Jan Wanggard, O'Neil LaPlante, Allan Moeller, Ann Pistell, Patricia Hanrahan, Jill Stinson; Town Manager, Marian Anderson and Executive Assistant, Laurisa Loon.

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF JULY 23, 2014**

Selectman Cummins made a motion to approve the minutes, Selectman Poulin seconded, motion passed (5-0).

**4.0 APPOINTMENTS, RESIGATIONS, PROCLAMATIONS, RESOLUTIONS**

**5.0 PUBLIC HEARINGS, PRESENTATION**

**6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS**

**6.1 Isaac F. Umberhine Library Open House August 9, 2014**

Library Trustee, Jan Wanggard stated that internet was installed today. The open house is scheduled for August 9 at 9:00a.m., with a program at 10:00a.m. She would like direction from the board if they would like to see any formal dedication to the contractors and/or donators.

**6.2 Purchasing Policy-Sign revised policy**

**6.3 Financial Policy-Sign revised policy**

Selectman Beckwith made a motion to take 6.2 and 6.3 and approve each policy, Selectman Thompson seconded, motion passed (5-0).

**6.4 Northeast Ambulance Discussion**

Chief MacMaster asked for numbers from Northeast Ambulance. Since the contract has been broken there are a lot of calls over the 17 minute average time that was in the contract. The average time has been 18.25.

Lori Rice, Division Manager, wants to sit down with town and discuss where we go from here within the next week or so. Selectmen Warner asked if the breakdown is for the day and night time calls. Selectman Warner requested Chief MacMaster to get in touch with Northeast and report back to the Board what days and times work best. Selectmen Cummins asked the Chief what choices there are for other ambulance services. The Chief responded; Winthrop, Topsham, Wiscasset, United, Delta. Bowdoinham uses Northeast Ambulance but has a first responder program. Chief MacMaster stated the problem with having a first responder program is getting folks to respond during the day. It may be possible to reinstate the first responder program from 7pm to 7am.

Selectman Warner requested a breakdown to show the difference from accident to emergency to non-emergency calls. We do have a mutual aid agreement with Gardiner. If Northeast cannot make it to an emergency in time would they call Gardiner? Chief MacMaster responded if Gardiner is tied up and Augusta is tied up they can call any private ambulance service, they have agreements with all three.

## **6.5 Town of Pittston Update**

The Manager stated that some Pittston residents were checking out our holding area this weekend.

Allan Moeller stated that they have let one employee go at the holding area. We have received 1 application to fill the position. We still need a second person. I am currently down 1 at the Highway Department and do not feel like it's the right time to take on Pittston. It will put a burden on the highway crew. Selectman Cummins asked why we are down 1 at the highway. Allan responded due to medical issues. Selectman Thompson asked why it would affect the highway department on a Saturday. Allan replied that we only have part time help. The current part time employee is going to college. Selectman Warner asked if we plan to put in a gate person even if we don't take on Pittston. Allan replied only if Pittston comes on or the board wants the gate person. Selectman Warner replied that they do not want to add employees if they don't have too. Allan also stated that our Boothbay hauler has a vehicle down so we cannot get our brush and wood hauled at this time.

Selectman Poulin stated that the holding area gets chaotic we need to change the rules in reference to organization of stickers they need to be displayed on the vehicles. He has seen a couple of heated arguments over stickers. It takes away from what else is going on at the holding area. The process needs to be streamlined. People have a lot of lumber with hidden metal underneath they end up throwing everything in one pile. The guys have to check what people are dumping. Selectman Cummins stated that in the past we talked about the workers calling the officer on duty if they are having issues. Is this happening? Chief MacMaster replied not since the last incident. Selectman Cummins asked as we stand now when were we opening to Pittston. The Manager

replied tentatively September 1 but will need to wait until we get additional staff. Selectman Warner asked Ann Pistell if they have announced to anyone the September 1 date. Ann Pistell replied not that she is aware. Selectman Cummins asked if she thought they could advertise the holding area attendant position in Pittston. Ann Pistell replied yes. Allan Moeller replied that the board still needs to come up with an amount.

Ann Pistell asked if Pittston would be able to sell stickers at their town office. Selectman Warner stated yes and they are available at the transfer station. Selectman Poulin would like to see license plate numbers added to the sticker.

#### **6.6 1085 Brunswick Road Violation-Update, James Valley, CEO**

CEO, James Valley stated that since the letter was sent out in July more junk has accumulated as of date. Inspections have been completed from the side of the road. This issue has been going on for 3 years; we have sent multiple letters to the owner. I do not have good phone number for them. Does the board want to take civil action? The CEO has not been granted an on-site inspection. The CEO referenced a Google map, behind the trailers there is a pile of debris, they have done some work, but I do not know what is back there. Selectman Thompson asked when the second trailer was permitted. He recalls being on the board when they granted a temporary permit. James Valley replied that in 2010 Brian Morse sent them a letter in regards to the temporary permit for the trailer. The issue went stale until it started back up in 2013. As far as James can find they were allowed to use the trailers as temporary storage units, as long as they were enclosed. Selectman Cummins asked if someone is living on the site. James Valley replied that the Linton's son is living on the site. Selectman Cummins asked if there is a sewer line or water line running above the ground. Selectman Thompson asked why you can't get an on-site inspection permit. James Valley replied that he does not have any contact numbers to get ahold of them. He needs permission from the board to move forward with civil action. Selectman Thompson added that you would think that as the code enforcement officer you could inspect the property. Chief MacMaster offered to hand deliver a letter to the owners. Selectman Beckwith added that this issue has been going on for a long time, it seems to be falling upon deaf ears and she feels the board is close to going with civil action. Selectman Cummins asked Chief MacMaster what his recommendation is on accessing the property. Chief MacMaster replied that the CEO writes a letter requesting an on-site inspection if he doesn't hear anything to then make a physical visit. Selectman Warner added to indicate in the letter the date and time you will be there. If they cannot attend then to call with a second date, otherwise you will plan on seeing them there. Selectman Cummins asked if this does not work is our next step to ask legal counsel. Selectman Thompson advised the CEO to contact DEP as well. Selectman Cummins asked to indicate in the letter if this doesn't work the next step is civil action. The board requested an update at their next meeting.

## **7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS**

### **7.1 RJD Appraisal, Assessor's Agent Agreement**

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

### **7.2 Interim Town Manager Discussion**

Selectman Cummins feels we should have an interim for at least 25 hours a week plus meetings, he feels it's too much for the board to handle we do not have the expertise, I believe it would benefit us. Selectman Warner added that he does not feel the search process will be for an extended period of time, applications have already closed and we are reviewing them next week. Selectman Thompson added that the board agreed to go into this hoping for a short process and would like to stay committed too trying it. Selectman Beckwith asked when the board is going to meet to review the applications. Selectman Warner suggested taking home the packet for review and meet the first part of next week. Selectman Thompson added that if we go through this process we might find someone in the packet that we can hire for an interim if needed. Selectman Cummins added that he is willing to defer until we look at applications and see what we have but does not want to drop the subject. The board set a meeting to review the applications for Tuesday at 1:00p.m.

### **7.3 Invasive Plants (Milfoil) on Upper Pleasant Pond**

A resident is concerned about milfoil on Pleasant Pond and provided a letter to the board referencing this concern. The DASH unit has not been on the pond this year. Selectman Cummins stated that it's a problem much bigger than we can handle at our level. Selectman Thomson stated that there is a plan in place; we cannot commit money to the issue more than we have already. Selectman Beckwith added that the board and town are aware of this issue we supported the DASH unit process. Selectman Thompson added that the Friends of Cobbossee Watershed are working on the plan for Pleasant Pond. Can we draft a letter to let her know that the issue is being addressed?

### **7.4 Police Department-Purchase of new police vehicle**

Chief MacMaster stated that he has purchased a 2015 Ford. Selectman Cummins asked when the board authorized the purchase of this vehicle. Chief MacMaster replied that the conversation started during the budget process we started researching vehicles and an amount was appropriated at town meeting. We ordered the vehicle the second week in July. We did our due diligence we received three separate bids from three separate dealerships. Selectman Cummins responded that the board was left in the dark and not informed. Chief MacMaster replied that he is sorry but he used the same method as in the past when he bought the Impala. Selectman Cummins asked what is

happening to the old Tahoe. Chief MacMaster stated we were trading it. Selectman Cummins asked if this is the first time we have traded in a vehicle that should have come to the board. Chief MacMaster stated that when the Tahoe was bought the thought process was that there would be an increased trade-in value to go forth in buying a new cruiser. That was the reason we made the investment so we wouldn't end up with a vehicle that we sell for scrap. Selectman Cummins replied that it is a good thought but the board needed to be in the loop. Selectman Thompson asked when did this go before the town for approval. Chief MacMaster replied that we appropriated the money at town meeting in the reserve. Selectman Thompson added this needed to go before the town to spend money from the reserve. Chief MacMaster replied that he was going on what he had done in previous years and apologized. Selectman Warner asked if we would be transitioning the equipment from the Tahoe to the new vehicle. Selectman Thompson added that any funds going in and out of the town would need the board's approval. He is in favor of sending the car back. What did they want to give you for the Tahoe? Chief MacMaster replied \$8,900 and its \$18,674 for the new vehicle. Selectman Cummins asked if this amount is in the reserve. Chief MacMaster replied that the town approved \$10,000 this year and \$8,500 last year for a total of \$23,000. We would use the additional money to send the new Ford to be outfitted for \$2,700.

O'Neil Laplante stated that the Budget Committee understood that the money was going into the reserve and not for a purchase this year. Chief MacMaster replied that when he went before the Budget Committee we asked for \$18,000 and told everyone involved from December right on through that we were looking for a cruiser this year. There are excessive miles on the Tahoe. The chairman of the Budget Committee had said the State bid price for the Impala and SUVs were a certain amount of money so that's where the \$10,000 figure came from. Selectman Warner added that a purchase over \$10,000 would be by sealed bid and approved by the board. That process was not followed the board did not have a say on the type of vehicle with your input. Chief MacMaster stated that this purchase came into play before the policy came about and he was following what he did two years ago. Selectman Thompson replied that two years ago was a capital purchase and not a reserve purchase. Chief MacMaster replied that he don't think he has ever had money in capital. I thought I did my due diligence; I contacted my boss to pick it up. Selectman Cummins asked if that was the first knowledge the town manager had of the vehicle. The Chief replied yes. Selectman Cummins asked when you send out a bid you would normally include the town manager. Chief MacMaster replied again I was going on what I did in the past. I can't do anything but apologize, I take full responsibility and it won't happen again. Selectman Cummins added that you need to keep your boss informed.

Resident Paul Adams stated the board is on the borderline of a public reprimand of a public employee; you should take this to executive session. Selectman Warner thanked Mr. Adams for his comment and proceeded to ask Chief MacMaster if we are

committed to this vehicle or can it go back. Chief Macmaster replied that we are committed to the vehicle. Selectman Thompson would like to schedule an executive session.

## **8.0 ASSESSOR ITEMS-BUSINESS-NONE**

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

### **9.1 Public**

O'Neil Laplante stated that the board had a conversation about the building at the corner of Main Street and Front Street, the Hathorn building. We were going to look into someone salvaging the granite in the building. The Manager replied that we have not done anything we did not want to interfere with negotiations. O'Neil Laplante asked that the board take a look at this building, enough talking. Selectman Cummins added that taxpayers do not want to spend money. Selectman Thompson added that the building is a safety hazard. The board has the provision in State Statute to declare it a dangerous building we can condemn a building if we deem it unsafe.

Joanne MacDonald added that it's a beautiful and would like to see someone buy the building.

Paul Adams stated that during the town manager search one standard he would like to see go away is if you hire someone that lives in Falmouth they don't receive an allowance to pay for gas, I don't care where they live if they choose to commute that is their choice. We don't pay any other employees to commute to work. Paul Adams addressed James Valley in regards to using a google map to view private property, the map is not up to date there is no factual information. Selectman Warner added that is why he is asking for an inspection. Paul Adams believes it's an invasion of privacy. James Valley responded that he is using the map as an assumption. Selectman Warner added that we don't have control over what's available to the public; I don't think he is using it as evidence.

### **9.2 Town Manager**

The Manager supplied the Peter White Subordination Agreement that we neglected to have Peter Warner sign at our previous meeting.

This is the Managers last board meeting it has been privilege to work in my hometown.

Selectman Beckwith thanked Marian for her service.

### **9.3 Selectmen**

Selectman Warner stated he received \$350 in proceeds from the soft ball tournament to be used as the town saw fit and thought the money could be used as scholarship money for RYRA kids.

James Valley added that the fund be called the Daniel Lamoreau scholarship fund.

Selectman Cummins asked who deposits it in the bank. The Manager replied that Laurisa will turn this money in the morning to the office staff there will be a receipt and an account set up and the money deposited in the bank.

Selectman Poulin stated that the cupola is finished except for the weather vane. Allan Moeller suggested he contact Jim Began.

## **10.0 WARRANT**

### **10.1 Request for action regarding all disbursement warrants.**

Selectman Cummins made a motion to sign the warrant. Selectman Thompson seconded, motion passed (5-0).

## **11.0 EXECUTIVE SESSION 1 M.R.S.A. 405 (6) (F)-CONFIDENTIAL RECORDS**

Selectman Thompson made a motion to move into Executive Session, Selectman Beckwith seconded, motion passed (5-0).

No action taken

Selectman Cummins made a motion to come out of Executive Session 8:25p.m., Selectman Beckwith seconded, and motion passed (5-0).

Selectman Cummins made a motion to approve the purchase of the police cruiser to include the trading of the Tahoe, Selectman Beckwith seconded, and motion passed (5-0).