

**MINUTES**  
**MEETING OF THE RICHMOND BOARD OF SELECTMEN**  
**TOWN OFFICE CONFERENCE ROOM**  
**6:00P.M.-WEDNESDAY, MAY 2, 2012**

**1.0 CALL TO ORDER**

Present: Frederick Browne, Donna McCluskey, Paul Adams, Community & Business Director-Victoria Boundy, Town Manager-Marian Anderson, Executive Assistant-Laurisa Loon, Stephen Musica, Public Works Director-Allan Moeller, Chief MacMaster, Shawn Pierce, Carol Smith, Richard Burton, Northeast Ambulance Representatives, Mike Grizkewitsch and Mike Grizkewitsch Sr.

Selectman Present: Dan Dunton, Clarence Cummins, Rose Beckwith and Tracy Tuttle.

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF APRIL 18, 2012.**

The board tabled the minutes until Selectman Tuttle arrives.

**4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS**

**5.0 PUBLIC HEARINGS, PRESENTATION**

**5.1 Community & Business Development –Victoria Boundy**

Selectman discussion requested on the “Business Friendly Community” application and the Safe Routes to School and Small Harbor Improvement Program grant applications.

Victoria Boundy announced the Business Friendly Community Certification-Intent to Apply. The letter is due by July. Selectman Beckwith asked if it would encourage businesses to come to Richmond. Victoria Boundy responded that is the goal. This community is business friendly and encourages businesses to locate here.

Selectman Tuttle arrived at 6:05P.M.

The application process awards a certain number of points for; incentives, Pine Tree Development, TIF, letters of support from three current businesses, permitting process, etc...

Resident Frederic Browne questioned what was the motivation to create the program? Victoria Boundy responded that the Governor is trying to make the state more business friendly to help stream line government.

The Safe Routes to School grant was awarded in 2010 for the Gardiner Street piece. MDOT is encouraging Richmond to apply for the Merrymeeting Rail/Trail grant which consists of three segments which could be an expensive project. Because of the economic climate we should apply for just the in-town portion from High to Main Street 2.6 miles. It connects with existing sidewalks, schools and the downtown. The estimated total cost is estimated at ½ million dollars. The match requirement is 20% under the Transportation Enhancement Program. There would be no match for the Safe Routes to School program. The Merrymeeting Trail would stretch from Brunswick to Gardiner to Augusta, there is a very active group that meets monthly, it would be a highly supported project. There would be no matching funds required if approved under the Safe Routes to School program. The letter of intent is due next week. At that point they do a site visit and that's when we could ask if it falls under the Safe Routes to School Funds. Selectman Dunton stated that he does not mind going ahead with an application to see what happens. If it can fall under the Safe Routes to School we should try to do the project. If it falls under the Transportation Program we would want more discussion. Victoria stated that the project is down the road and actual construction would not be required until 2014/15. Selectman Cummins encourages applying but if it requires town matching funds then more discussion would be needed.

Victoria stated there are two other programs available; the Maine DOT has funds to replace 12 aging docks on the waterfront and to carry out additional shoreline stabilization. The estimated cost is \$38,500 with a 20% match of \$7,700. Work would start in this fiscal year. Selectman Beckwith questioned if this grant comes around in cycles. Victoria Boundy stated semi-annually. There is another funding source the Maine Department of Conservation Boating Facility Fund, you can use other funds as a match, and it would require a site visit. Selectman Cummins questioned how critical is the dock replacement at this point. The Public Works Director, Allan Moeller stated that we received four new docks last year. This will be the last year they could be used (not including the four new docks), everything is rotting we did some repairs but they are in bad shape, they were originally put in 1993. Selectman Cummins stated the dock replacement is a critical item and should be at the top of the list. The harbormaster feels the shoreline stabilization is very critical which was recommended in the 2008 waterfront plan. The Town Manager stated that TIF funds could be used for the matching dollar amounts. Victoria Boundy stated that we might also consider purchasing through the "Wounded Warrior Program," canoe and kayak launches that are ADA accessible. We could integrate into one or two grant programs as well. Selectman Beckwith feels that is a wise idea to pursue after reading the recent article regarding Swan Island and self-access. Selectman Cummins asked what are our options for floats if we did not get the grant and is the TIF the alternative. Selectman Dunton made a motion to apply for the grants, it was the consensus of the board to apply.

## **6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS**

## 6.1 Town Meeting Wrap Up

Selectman Cummins made a motion to approve the minutes, Selectman Tuttle seconded, motion passed (3-0). Selectman Beckwith abstained from vote she was absent from the April 18<sup>th</sup> meeting.

The Town Manager stated that the Town of Richmond has not spent any library funds, they are still in the original investments when the library turned them over to the town, in the Wells Fargo investment, and we have not spent a penny of it. She is upset to think that someone would think we did that. The manager read an email she received in regards to a grant that the former trustees received to build a new library she would like this to be a part of the record: (See Attached for Original)

**From:** [info@stkfoundation.org](mailto:info@stkfoundation.org)

**Sent:** Sunday, April 29, 2012 3:28PM

**To:** [judithbatty@roadrunner.com](mailto:judithbatty@roadrunner.com)

**Cc:** [banan@roadrunner.com](mailto:banan@roadrunner.com)

**Subject:** library project

**I have received an anonymous letter expressing concern that the grant money given to build a new library has been improperly used and that, in fact, the town has now voted not to build a library. It's my responsibility to remind you, and the town, that in applying for the grant and then accepting it, you committed to use the funds as stated in the request. If you are not building a library, the funds must be returned to this foundation. Please advise me as to the status of the project and the funds.**

**Stephanie Leonard, Administrator**

Selectman Tuttle asked if those grants are specifically for a new building? The Town Manager responded, yes. She also received a letter from John Doyle who has had people contact him and stated that the town did not go through the process correctly in acquiring the library. She forwarded him all the documents from the Attorney General's office. Selectman Cummins stated that there are a couple of proposals in relocating the library, one being to rent additional space in the existing location or to rent another place located further downtown. We will be spending around \$12-15000 in rent a year that could be going into our own building. Selectman Cummins stated he was upset that subject was not debated at town meeting. Selectman Dunton stated that he is not opposed to paying rent, but also regrets that we did not get a discussion at town meeting, he is in favor of presenting the town with a different figure for construction. Selectman Cummins suggest having a public hearing. Selectman Dunton stated we need to know what we are going forward with. Selectman Tuttle feels it

would be cheaper to rent a space it's something someone else will maintain, she is not against a new building, this process has been contentious enough, once we build a library, we will have to maintain it. We are currently in an inadequate building at this time, it will cost more to run the library. The Town Manager proposed another option if we want to turn the library back over to the trustees. Selectman Dunton feels if it goes back to the trustees it would go away they were originally having trouble funding the library that's why they asked the town to take it over. Selectman Cummins stated that he understands there is a proposal to expand the current space. Would the town need to put money into that expansion? The Town Manager stated that the second option is to move the library downtown and rent includes all utilities, the owner would make the renovations. Selectman Cummins asked if we should set a date for a public meeting after we have had a chance to explore all the options. Selectman Tuttle would like to see a plan signed by an engineer that these buildings are capable of holding a library. The Town Manager stated she would pull together the two proposals that we received with more concrete information and plans as well as the option to build a library for less than what was proposed at town meeting and third open for other ideas and spaces. We can put together a mailing to all registered voters. Selectman Beckwith and Dunton would like to see the information at least one month before presenting it to the town. Selectman Tuttle stated that we could also post information at town elections.

The Building Codes were voted down at town meeting so there are no building codes existing in Richmond. The Fire chief wanted the town to condemn a home that had a house fire. We have no building code to enforce the issue. We asked if we are able to just adopt the building code and commercial code, but the State requires all or nothing. Selectman Tuttle asked if it would be worth it to have a non-binding question on the ballot to feel out the town. Selectman Cummins stated it is a safety issue if the building your going into is safe or not and whether it was built to a code. It was the consensus of the board to issue a non-binding question on the ballot.

Selectman Dunton stated he was surprised at town meeting that the police department discussion was excessive and against the grant money and he is willing to look at returning the grant and/or grant money that has been expended. Selectman Cummins stated he felt the police budget passed without a problem that there were only two voiced in opposition against the sixth position. Selectman Beckwith felt that town meeting was negative, and she finds it hard to believe that 157 people should be making decisions for 3,400. She agrees with Selectman Cummins that there will be a savings on overtime that will pay for the fourth year. Chief MacMaster stated that the department has saved approximately \$6,030 currently in the overtime budget. He had an officer that was out four weeks, one for two weeks sick, and one out for a week at training. Since January the sixth officer has been in place. Selectman Tuttle stands behinds the board's decision to keep the sixth position, she did vote against the position originally, but she does not want the board to be on and off in their decisions.

Selectman Dunton stated he supports the summer recreation program and questions what Selectman Beckwith's thoughts were from town meeting. Selectman Beckwith said she would not make the program an all-day event. She would like to increase rates and will not cut the swim program or the employees.

Selectman Tuttle stated that the public works truck was voted down and it looks like we cannot fund a plow truck through the TIF we can't increase taxes so what do we do for trucks. The Town Manager stated that an anonymous phone call was made to DECD in regards to how the TIF money is being spent. After talking to our attorney it is stated that the TIF is designed to support the economic development position. No part of the TIF mentions equipment purchases. We will be coming back to the board with an estimate of what it will cost to repair the current truck.

Allan Moeller Public Works Director stated he may have the 1999 sold for \$17,000 which would go towards fixing the 2001. The truck needs a whole new body and new transmission. Selectman Tuttle asked if it is possible to have another town help us plow if needed. Allan Moeller responded that if Richmond is in an emergency, we could buy used one through the state to get through the winter.

Selectman Cummins feels that when the citizens want control over the use of fireworks then we can reconsider an ordinance.

## **6.2 County-wide Reverse 911 Code-Red Emergency Notification System Proposal**

Selectman action requested to sign the proposal to support the system.

The consensus of the board was that they support the reverse 911 system if next year the fee is included in the county budget.

## **6.3 Ambulance Contract Discussions**

Selectman discussion on the April 30<sup>th</sup> joint meeting with Fire Department. Schedule contract discussions for the May 30<sup>th</sup> meeting.

Gardiner Ambulance has come in with \$0 subsidy for the new contract, but the town would be responsible for the un-collectables. The Northeast contract is at \$0 subsidy and they take care of the un-collectables.

The Town Manager asked if Northeast would be willing to do a one year contract. The Representatives stated there is an ambulance at the Dresden Fire House from 7p.m.- 7a.m., the fly car is around during the day. Kevin McGinnis stated that it would be difficult extending a one year contract due to employee contracts but could be considered. He also stated that Gardiner Ambulance has not answered 25% of calls for Richmond. Also he stated that in Section 2 of the proposal from Gardiner Ambulance they charge \$400 estimated 85 times a year would equal \$39,000 in un-collectibles the Town would responsible for.

Selectman Cummins made a motion to accept the Northeast Ambulance proposal subject to consultation and review by legal counsel, Selectman Beckwith seconded, motion passed (3-1) (Selectman Tuttle opposed).

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

## **8.0 ASSESSOR ITEMS-NEW BUSINESS**

### **8.1 Ratio Declaration & Reimbursement Application**

Selectman action requested to sign the Homestead Reimbursement Application

The board approved the Homestead Reimbursement application.

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

### **9.1 Public**

Mike Grizkewitsch, Jr. stated he does not approve of the Selectmen agenda items changing from what is posted out front and online to having something different presented at the meeting. In reference to town meeting he stated he didn't want the \$300,000 expenditure approved for the library, he did not mind having discussion. Also, he questioned why are we putting a street light in front of the Hathorn building? He was also confused at town meeting on the vote for a public works truck he does not feel Selectman Tuttle should have voted in opposition. He feels Northeast Ambulance beats everyone hands down they are more involved in our community.

Fred Browne- stated he would like to see possible alternatives for the library. There is a home in foreclosure at 149 Pleasant Street it is a double lot and it would be worth exploring to buy and renovate. He feels the Police Department is doing a stellar job, and we need to look at other elements when shifts are broken up, there are not six officers on duty.

Mike Grizkewitsch, Sr., does not agree when the agenda changes. He is not opposed to a new library he is opposed to the cost of building a library. He would also like to see the board stick with the decisions made at town meeting and would like to see the board have consensus.

Paul Adams stated that on the state website there are building code options. One to adopt their codes, option two adopt just the energy codes, option three adopt just codes, or four nothing. Voting down the codes he feels is the message that needs to be sent to Augusta. Selectman Tuttle would like to see what part of the state's website he is referring to.

### **9.2 Town Manager**

There is a vacancy in public works we can fill with a 30 hour position to save the town from paying benefits. If public works did not have to do all the mowing, which take's the entire crew a day and a half. We came up with an RFP for mowing and received 7 bids to mow everything from; Houdlette Field, Lane Field, public works, town office, fire department, the waterfront park, Peacock Beach and the two welcome to Richmond signs.

We are looking at a savings of \$22,499.24. This was based on the assumption that health care would be for a single person. The budget passed at town meeting. Selectman Cummins asked if we can do the job at 30 hours a week provided that the mowing is contracted? Allan Moeller stated yes, but if you don't want to put the mowing out I would need a 40 hour/week person. Selectman Cummins questioned how the contract would be written for the 30/hour position in the winter when hours would go to 40+. The Manager stated this would need to be reviewed and brought to the union. Selectman Cummins would like to go with a 30 hour person. Selectman Dunton would like to see the bids. Selectman Beckwith is also in favor of the 30 hour position.

The county budget is available if anyone is interested. There will be a public hearing May 10<sup>th</sup> in Bath on the budget.

### **9.3 Selectmen**

Selectman Beckwith stated that on Front Street children are walking on the side of the road with no sidewalks. When asked why they weren't using the sidewalks the children stated that when it was time to cross the road it was too dangerous. She would like to see a crosswalk and sign so residents can cross over to Millbrook Village safely.

Selectman Dunton questioned the status of the minutes being posted on the website. Laurisa responded that the minutes were up to date on the website. The only complication maybe that minutes are only posted after approved at the meeting, so it may appear that they are two weeks out and if there is no meeting maybe longer. Selectmen Cummins does not want the minutes posted until they are approved by the board.

### **9.4 Boards and Committees-None**

## **10.0 WARRANTS**

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

Selectman Tuttle made a motion to sign the warrant, Selectman Dunton seconded, motion passed (4-0).

## **11.0 EXECUTIVE SESSION 1 M.R.S.A. 405 (6) (A)-PERSONNEL MATTERS**

Selectman Dunton made a motion to move into Executive Session at 8:30p.m., Selectman Beckwith seconded, motion passed (4-0).

No action taken.

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