

MINUTES
MEETING OF THE RICHMOND BOARD OF SELECTMEN
TOWN OFFICE CONFERENCE ROOM
6:00P.M.-WEDNESDAY, SEPTEMBER 22, 2010

1.0 CALL TO ORDER-6:00P.M.

Selectmen Present: Michelle Snowden, Clarence Cummins, Daniel Dunton, Tracy Tuttle. Rose Beckwith was absent.

Others Present: Laurie Boucher, Phil Sharp, David Kaler, Marian Anderson and Laurisa Loon

2.0 PLEDGE OF ALLEGIANCE

3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF SEPTEMBER 8, 2010

Selectman Cummins made a motion to approve the minutes, Selectman Dunton seconded, motion passed (3-0-1) Selectman Snowden abstained.

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

5.0 PUBLIC HEARINGS, PRESENTATION

6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS

7.1 Munis Software Support Fees-Phil Sharp, Representative

Selectman discussion on the services and fees offered by Munis Software.

Phil Sharp gave an overview of the Munis Software. The technology is always changing, currently all data resides at the town office on an in-house server, the proposal is to house the data at the Falmouth facility, one of the negative points would be an increased bill. The increase includes licenses & hardware changes.

Selectman Dunton stated that our current operating costs are approximately \$21,000.00 and currently we do not have disaster relief coverage. If we choose not to participate after a year can we back out. Phil Sharp replied that can be put into the contract.

Selectman Cummins questioned how is the communication? Phil Sharp responded the hardware VPN will be set up here and established through the internet to be set up to send back and forth between our facility and your office. Selectman Cummins continued, do we make electronic copies that we store here. Laurie Boucher replied that we currently back up on a tape which is put into a fire proof vault.

Selectman Cummins questioned under this system do people have access to this server 24-hours a day? Phil Sharp responded that yes the access is greater than in a self hosted environment.

Phil Sharp continued that in your scenario it would be the citizen self service application link off a town website that would enable the end user to log on and click into a page managed by Munis; they can look at historical information, taxes and make payments. This service you currently do not have. Using the citizen self service application along with the ASP environment would be an extra \$2,000.00/year on the proposed current contract.

Selectman Dunton stated that the board is looking at a \$0 increase in the budget, can you sharpen your pencil on this quote. The VPN from \$4,000.00 can drop to \$3,000.00, but this is about as bare bones as it gets.

The Town Manager stated that when looking at budgets, this does give you the layout for the next three years of real cost.

Selectman Cummins stated if we stay where we are we have to buy a server for \$5,500.00. That puts us above our \$0 budget. Phil Sharp stated that you will need to buy the server and a new license another \$4,400.00. The Town Manager stated that those are not Tyler cost, it's just the technology is changing and our programs will not work.

The Town Manager stated that the contract is up for renewal, we have looked at other companies that were out there but the town paid an initial \$100,000.00 for software when they went into this initial contract. To make the change to another company you are looking at serious dollars, it was a joint venture with the school, now the school has left us.

Selectman Cummins questioned if there have been any issues with quality? The Town Manager responded there have been no issues.

Selectman Tuttle stated it seems it would be easier for the Finance Director and more helpful to the citizens.

The Town Manager stated that there is some upfront cost but we can pay on a quarterly basis.

Selectman Snowden made a motion to accept and sign the quote from Tyler Technologies including the citizen self serve program, Selectman Dunton seconded, motion passed, (4-0).

7.2 Spirit of America Award-Clarence Cummins

Selectman discussion on the Enterprise Grange #48 Spirit of America Award.

The Town Manager stated that Gerry Brown was a the Richmond Town Clerk for years, also Trustee of Trust Funds and has helped a lot of citizens and children in the town. On November 20th at 3:00p.m., the Enterprise Grange will be presenting him the Spirit of America Award and would like to have the selectmen attend.

7.3 Sagadahoc County Commissioners-Marian Anderson

The Sagadahoc County Commissioners invite the selectboard to attend the 2:00p.m. meeting on September 28th at 33 Court Street, Bath.

Selectman Cummins stated he would attend the Sagadahoc County Commissioners meeting and represent the Richmond Board of Selectmen.

7.4 Cable Funds Plaque-Jodi Booth

Selectman discussion on Jodi Booths request to place a plaque at the waterfront park.

The Town Manager is concerned with where do you draw the line on placing plaques on town property. We can draft a letter explaining the situation with hopes that if a food pantry reopened it could be placed there or come up with a concept that it be placed at the library.

7.5 Land Use Ordinance-Marian Anderson

Selectman discussion on the Fire Department's request to amend the Land Use Ordinance to include additional water supply for subdivision.

The Town Manager stated that there is a problem with the dry hydrants. The Fire Chief, Andrew Pierce is asking that certain language be put in our ordinance only for major subdivisions. The board would like planning board input, this issue is tabled until the October 20th agenda.

8.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

8.1 Public

8.2 Selectman

Selectman Cummins can public works collect the metal and copper and hold it at public works until it is ready to be turned in for cash. The Town Manager stated she would address this issue.

Also why don't we have more signage at the holding area, such as a sign that states pressure treated lumber must be separated from other lumber and directional signs indicating where you need put certain items/wood/metal, etc.

Also do we own the library? The Town Manager stated that Judy Batty came in to the Town Office and signed the affidavit, the package has been sent to the attorney general's office. Town Manager will have an update October 20th.

In reference to the New Mills Dam what is the legal opinion on ownership? The Town Manager replied that they have documents and we have not received an answer back.

Also, I was unhappy with the process of voting for a Chairman/Vice Chairman last year and would like to know the protocol on when newly elected members term begins so they are part of that vote? The Town manager stated she would review the paperwork on terms.

Selectman Dunton was unhappy about the Fire Chiefs comments on giving away the brass ends on the hoses.

Selectman Tuttle stated she received a complaint on the condition of Arch Street. The Town manager stated that RUD is currently working on the road, the public works director is working with Ferrello, they were ready to pave but the district found two leaks. The Town Manager responded that she will get an update and email the board on the ongoing progress.

Selectman Dunton questioned the status of the fence at Lane Field. The Town Manager stated she is waiting for the contractor, he is doing all the projects at once, we expected him this week.

Selectman Dunton questioned what were the revenues for Peacock Beach? The Town Manager stated she is not sure and will get you the numbers via email.

Selectman Dunton would like signs at the waterfront dock at the boat launch, stating that the area closest to the launch is for loading and unloading only.

The baseball pitching/batting cage net at Houdlette Field was mowed over and cut making the new net useless. The Town Manager stated that there is no money to replace it, but if the summer league has money in the budget they can replace it.

Selectman Dunton would like to schedule a workshop in November to see what needs to be done to solve this issue with the recreation programs for the town.

8.3 Town Manager

The Town Manager stated she authorized that Allan Moeller use some time that he otherwise would have lost.

The MMA Convention is next week if any board members would like to attend.

8.4 Boards & Committees

9.0 WARRANTS

9.1 Request for action regarding all disbursement warrants.

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

10.0 ADJOURNMENT

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