

MINUTES
MEETING OF THE RICHMOND BOARD OF SELECTBOARD
TOWN OFFICE CONFERENCE ROOM
6:00P.M. SELECTMEN MEETING WEDNESDAY, NOVEMBER 12, 2014

1.0 CALL TO ORDER

Present: David Thompson, Gary Poulin, Clarence Cummins and Rose Beckwith. Peter Warner absent.

Others: Jan Wanggaard, Judy Debray, Jill Stinson, Dana Sullivan, Gilbert Bond, James Valley, Mark Taylor, Town Manager, Janet Smith and Executive Assistant, Laurisa Loon.

2.0 PLEDGE OF ALLEGIANCE

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

Selectman Thompson made a motion to table the minutes based on no quorum, Selectman Beckwith seconded, motion passed (4-0).

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

5.0 PUBLIC HEARINGS, PRESENTATION

Selectman Poulin made a motion to take 7.5 out of order, Selectman Beckwith seconded, motion passed (4-0).

Gilbert Bond stated that the American Legion would like to host a New Year's Eve dance with BYOB. They are trying to bring attention to the legion as well as fundraising. The Town Manager asked if they would require any additional security. Gilbert Bond replied that they will be providing their own security.

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

6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

6.1 U01-092-00 Tax Acquired Property

The Town Manager stated that we received one bid but it was rescinded as of today. Does the board still want to discuss leaving the lot as a possible pocket park for the future rail trail? We need to advise our insurance company in regards to the property. We can look at the cost to tear down the building. Selectman Cummins asked if it was possible for the Fire Department to use for fire training. The Town Manager replied that she needs to talk to the Fire Chief. Selectman Beckwith stated that the house is a hazard. Selectman Cummins asked that once the building is removed we might want to put it up for sale as a vacant lot. James Valley stated that if the lot is resold and someone wanted to rebuild it would need to be in the same footprint. The lot does not meet set back requirements, therefore it would be grandfathered. Resident, Jill Stinson

asked the size of the lot. The Town Manager replied .36 acre. Selectman Cummins asked, what was the original rationale for the amount of the minimum bid requirement? The Manager replied the outstanding amount owed in taxes from 2009 is \$9,634. Selectman Cummins added that by keeping the property we lose the cost of leveling the building and loss of tax revenue. The Manager replied that she would bring back all possible cost options at a later date.

6.2 R03-011-00 Quit Claim Deed-Ann Clark

The Town Manager stated the town received the bank check for the taxes owed, the board accepted the back taxes as well as current taxes paid in full at our last Selectboard meeting. Tonight we are asking the board to sign the Quit Claim Deed back to Ann Clark. Selectman Thompson made a motion to approve the Quit Claim, Selectman Beckwith seconded, and motion approved (4-0).

7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS

7.1 Special Town Meeting Warrant

The Town Manager stated that the Cotton Cemetery Association had previously requested to acquire approximately 5.3 acres of abutting town property to construct a crematorium. This request requires town meeting approval. After drafting a warrant and having our legal advisor approve the draft town warrant, Cotton Cemetery Association is asking the board's approval in moving forward with this request by scheduling a special town meeting for December 3, 2014.

Selectman Beckwith made a motion to accept the warrant for a special town meeting, Selectman Thompson seconded, motion passed (4-0).

7.2 David Harris Junk Yard License Renewal

CEO, James Valley stated that 90% of the tires have been removed and he has reviewed all the receipts. There are approximately a 100 tires on site stored in a bus and on a trailer, he uses these for resale. The office on the lot holds all permits from the State and Town and documentation on cars taken in, titles and a checklist when it was processed. He does not process the vehicles immediately first he must remove all fluids. Selectman Cummins asked if this is the 3 sided building on site. James replied, yes, its concrete with a lip so nothing can leak out. All fluid containers are labeled. The auto salvage area is bare. Selectman Cummins asked if he resells parts. James replied, yes or scrap metal no crushing is done on site. I had received a complaint that he was crushing again and after inspecting the property no evidence was found of crushing cars. Selectman Cummins asked if he is subject to inspections, if so by whom. James replied he goes out once a year to follow up with the license renewal process and again at the five year renewal process and the State looks for proper paperwork documenting the cars. The State only requires one inspection. Selectman Cummins asked if they have the authority to have an unannounced inspection. James replied yes he can go whenever he wants. He has a decent relationship and has worked with the town on the removal of the tires.

Selectman Beckwith made a motion to approve the license renewal, Selectman Poulin seconded, motion passed (3-0-1). Selectman Thompson abstained from vote.

7.3 Policy rescind request: Disbursement Policy on Municipal Education Costs, Returned Check Policy and Grant Advisory Committee Policy.

The Town Manager stated that going through policies we found these to be obsolete.

Selectman Beckwith made a motion to rescind the Disbursement Policy on Municipal Education Costs, the Returned Check Policy and the Grant Advisory Committee Policy, Selectman Thompson seconded, motion passed (4-0).

7.4 Policy Revision Update: Check Cashing Policy

Selectman Thompson made a motion to approve the amended Check Cashing Policy, Selectman Beckwith seconded, and motion approved (4-0).

7.5 Previously discussed see above

7.6 Isaac F. Umberhine Public Library By-Laws

The Town Manager stated these by-laws were taken from the State Library handbook.

Selectman Beckwith made a motion to approve the by-laws, Selectman Thompson seconded, motion passed (4-0).

7.7 Town of Dresden: Public Works ditching request

Allan Moeller spoke on behalf of the Town Dresden and stated that they have some road work in Dresden that needs to get done. The road work in Richmond is currently caught up and they have a few days to spare. Town of Richmond employees would be doing this on regular town time. Dresden would be paying the fee for the equipment and labor. Selectman Cummins asked if the money on the labor would pay for your wages for the day. Allan Moeller replied the excavator fee is \$90/hour, the truck \$66/hour. Local contractors get a lot more for their equipment, when it comes to wages you charge exactly what the town is paying them. The equipment charge is with a driver. The Town Manager added that we wouldn't be closing down our garage and they would get paid out of normal town payroll. The reimbursement is not going back in the personnel line because we would be paying them anyway during the week. Selectman Cummins stated that we had issues in the past. We were undercharging the Town of Richmond and absorbing the benefits. Allan Moeller replied that the issue occurred when town crew worked in Dresden and charged the town overtime this will be straight time. Allan Moeller added that it is revenue for the Town of Richmond and Dresden would just assume give the work to Richmond than a contractor. Selectman Thompson asked if the money charged will cover all the expenses. The benefits line will not get paid back. This a slow time of the month we are all prepared for snow. The Town Manager asked the board if this is something the board wants to entertain doing. Selectman Cummins would like to clarify the numbers. Allan Moeller asked if there are any hindrance on doing this during regular time and not overt time. The Town Manager

stated that its perception we are not creating a Dresden Public Works Department. I think for small projects we can assist the Town of Dresden for a fee. Selectman Thompson stated that we could look at inter local agreement to provide those services.

Selectman Beckwith stated that she appreciates the department using lull to help build revenue for the Town and motioned to approve the road repair work in Dresden, Selectman Thompson, seconded, motion approved (4-0).

8.0 ASSESSOR ITEMS-BUSINESS

8.1 Assessors Initiative Abatement: R02-041-01 in the amount of \$2,680.77

8.2 Supplemental Tax Certificate: R02-041-01 in the amount of \$2,640.24

8.3 Supplemental Tax Certificate: R02-041-01-02 in the amount of \$457.41

Selectman Thompson made a motion to approve the abatement and two supplemental certificates, Selectman Beckwith seconded, motion passed (4-0).

9.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

9.1 Public

9.2 Town Manager

The Town Manager stated the board received a memo on the status of the bridge opening. Selectman Thompson asked that we request the bridge plate from the old bridge.

In your correspondence folder there is a draft policy on the REAP account; please review and this will be on the next agenda for discussion.

Reminder our next meeting is Monday the 24th.

9.3 Selectmen

Selectman Poulin asked if can offer businesses a business of the year award or something along those lines. The Town Manager replied that criteria and judging would be the hardest but she could check with other towns and cities.

Selectman Thompson asked if the brush was cut back and area stop signs attended too. The Town Manager replied, yes.

Selectman Beckwith stated that she attended her first meeting on the Merrymeeting Trail they will be meeting again on the 11th.

9.4 Boards and Committees-None

10.0 WARRANT

10.1 Request for action regarding all disbursement warrants

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

11.0 ADJOURNEMENT

Selectman Poulin made a motion to adjourn at 7:23p.m., Selectman Beckwith seconded, motion passed (4-0).