

**AGENDA**  
**MEETING OF THE RICHMOND SELECTBOARD**  
**TOWN OFFICE CONFERENCE ROOM**  
**5:00P.M. SELECTMEN MEETING WEDNESDAY, MARCH 4, 2015**

**4:00P.M. EXECUTIVE SESSION 1 M.R.S.A. (6)(A)-PERSONNEL MATTERS-TOWN MANAGER EVALUATION**

Chairman Warner called the meeting to order at 4:05p.m.

Selectman Beckwith made a motion to move into Executive Session 1 M.R.S.A. (6)(A)-Personnel Matters-Town Manager Evaluation, Selectman Cummins seconded, motion passed (3-0).

No action taken.

Selectman Cummins made a motion to come out of Executive Session at 5:55p.m., Selectman Beckwith seconded, motion passed (3-0).

**1.0 CALL TO ORDER**

Selectmen present: Clarence Cummins, Rose Beckwith and Peter Warner.

Russ Hughes, O'Neil Laplante, John Pratt and Keel Kemper.

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 REQUEST TO APPROVE BOARD OFSELECTMEN MINUTES OF FEBRUARY 4 AND FEBRUARY 18, 2015**

The board tabled the minutes no quorum present.

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

**4.1 Corey Munsey resignation from the RSU #2 Board.**

Selectman Cummins made a motion to accept the resignation, Selectman Beckwith seconded, motion passed (3-0).

Selectman Cummins made a motion to appoint Russ Hughes to the RSU #2 board to fill out the term for the remainder of this year until the June election, Selectman Beckwith seconded, motion passed (3-0).

**5.0 PUBLIC HEARINGS, PRESENTATION**

**6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS**

**7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS**

**7.1 IFW-Proposed renovations to the timber retaining wall and ramp at the waterfront park.**

Keel Kemper of IFW stated that Gartley and Dorskey completed the preliminary work. They are looking to enter into agreement between the Town and State for a right of way and/or easement and boundary agreement.

The Town Manager stated that with this boundary line agreement the town may be acquiring more land or losing property this would need a town meeting vote.

Selectman Warner asked if there is a cost to the town. Keel Kemper stated he does not see any cost to the town. The Town Manager stated the only cost to the town would be for the town attorney to complete a legal review. Selectman Cummins asked if the survey will be done prior to town meeting. The Town Manager stated that the town had a boundary survey done on the waterfront project. It is almost identical to the State survey. The Town is not responsible for the timber wall. The timber wall goes to the mean low water line. The State is moving along with permitting from DEP and Army Corp of Engineers. The Town Manager stated we will need that draft document in order to put a warrant article together. Keel stated that the work will be done during their slower season, late summer to early fall. Selectman Warner asked what the new timber wall will be made of. Keel responded that they are looking at concrete blocks that interlock. The Town Manager asked if this proposed construction will cause any additional run-off. Keel responded that the engineers are looking at the parking lot and talking about putting in a retaining wall and drainage to capture water which will run down the side of the property line. The Town Manager would like to have an informational meeting on April 15 prior to town meeting.

**8.0 ASSESSOR ITEMS-BUSINESS-None**

**9.0 BOARD OF TRUSTEE BUSINESS**

There are 24 Trust Funds. The Town Manager provided two spreadsheets, a description of all checks written and what trust fund was used to make the payments up to present. The second spreadsheet is by category breakdown, understanding how the funds have been utilized, whether it was assistance for fuel, electricity, etc...

**10.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS**

**10.1 Public**

O'Neil Laplante stated that the lights on Main Street were on during the day. Selectman Warner responded that the light sensor has been covered with snow. The board would like to see it moved up higher on the pole and a seasonal timer added.

O'Neil Laplante stated that the Budget Committee continues to meet they are working with the Town Manager. No one has attended from the public, meetings are going quicker and smoother this year.

**10.2 Town Manager**

Nomination papers will be available March 16, 2015.

The Phase 1 assessment on the Hathorn Building has been completed, they are recommending a Phase 2 to be done which will be more site specific. There is potential contamination from fuel tanks located in the southern section of the basement, there is staining on and around the tanks. Phase 2 at is at no cost to the town as well. Victoria

Boundy met with a Representative from Senator King's office regarding working with the owner of the building to work with someone to tap potential grants and rehabbing.

O'Neil Laplante asked if the town can find out what is the salvage worth of the building. The Town Manager responded that she would check with the codes officer he was working on those numbers.

On March 27 the manger will be at a conference in Bangor on safety programs, safety and health compliance and wellness programs.

The February 27 meeting minutes on the Kennebec Bridge are available they are looking at the pier demo in the next two weeks.

State Representative, Jeff Pierce and Senator, Linda Baker have invited the board to Woolwich on March 26 to discuss the Governors proposed budget.

The Town Manager met with the Police Chief acting as the EMA Director along with the Public Works Director to put together costs during the January blizzard. The Governor issued a State of Emergency, the County must meet the threshold to be eligible for funds. We have the potential for getting reimbursement in the amount of \$22,000.

Front office staff employee will be on vacation from March 9 to the 25.

### **10.3 Selectmen**

Selectman Cummins stated he was at the holding area this weekend. No one even looked to see if he had a sticker. Two other vehicles came and no one from the staff checked stickers they were more interested in staying warm. Is there anyone in charge? The Manager responded that we are having some transitional pains. I went up today and was able to ask questions on how it runs, we are going to be assessing the issues, looking at having a sign placed and someone put in a supervisor role. Selectman Cummins asked if the supervisor position is paid the same or a little more. The Manger responded a little more.

Selectman Warner stated that in the warrant there are two checks for West Bath Court. We have a disclosure hearing on the loan through the CDBG program.

Selectman Warner asked if the Town could keep on the snow removal at our public buildings to keep access to oil and propane for deliveries.

Selectman Warner asked if there are any improvements that we should be looking at on our side of the property that we can incorporate with the State work to get lower rates.

## **11.0 WARRANT**

### **11.1 Request for action regarding all disbursement warrants**

Selectman Cummins made a motion to approve the warrant, Selectman Beckwith seconded, motion passed (3-0).

## **12.0 ADJOURNMENT**

Selectman Beckwith made a motion to adjourn, Selectman Cummins seconded, motion passed (3-0).