

MINUTES
5:00P.M. MEETING OF THE RICHMOND SELECTBOARD
6:00P.M. WORKSHOP SELECTBOARD AND BUDGET COMMITTEE
TOWN OFFICE CONFERENCE ROOM, WEDNESDAY, APRIL 13, 2016

1.0 CALL TO ORDER

Present: Peter Warner, David Thompson, O'Neil Laplante, Gary Poulin, Robert Bodge, James Valley, Paul Adams, Matt Roberge, Shawn Pierce, Ryan Chandler, Fred Brown, Veronica Belanger, Scott MacMaster, Town Manager, Janet Smith and Assistant, Laurisa Loon.

2.0 PLEDGE OF ALLEGIANCE

3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF MARCH 30, 2016

Selectman Thompson made a motion to approve the minutes with an amendment to the last paragraph there being a typo, Selectman Poulin seconded, motion passed (4-0-1).

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

5.0 PUBLIC HEARINGS, PRESENTATION

6.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

6.1 Richmond Fire Department Ordinance Amendment Review

Selectman Laplante made a motion to approve the amendments to the Richmond Fire Department Ordinance, Selectman Thompson seconded, motion passed (5-0).

6.2 Discussion on Lincoln Street Fire Station Warrant Article

Selectman Warner would like to add the verbiage that the board would talk with the department heads in regards to selling the property to see if there is use of the building within their departments. Matt Roberge stated that we need a place for the forestry to be stored, and the Tempess. Selectman Warner asked if there was room at Myrtle Street Station. Matt Roberge replied there is not much room. Selectman Laplante asked if the Town owned the Tempess. Matt Roberge replied that its town property. Selectman Thompson asked if there is anything at Myrtle Street that doesn't need to be there. Matt Roberge replied there is some small equipment along with a four wheeler that is stored there which belongs to the Sheriff's Department. Paul Adams stated to check with the older members and former chiefs to make sure the Tempess belongs to the town and not the Association. Selectman Warner stated that the town has it listed under the insurance. Selectman Bodge stated the he wouldn't be in any huge rush to sell the station, when it's gone it's gone. The consensus of the board was to leave it off the warrant but keep open for discussion for the future.

6.3 Discussion on Office Hours Survey

The board selected four options along with an optional write-in for the survey.

6.4 Review of Public Facility Policy

Selectman Warner suggested to note the Fire Department is not ADA accessible along with listing the room capacity for the fire station. Also, the capacity for the senior center should be on the wall at the center but not part of this policy.

Selectman Laplante made a motion to approve the public facility use policy, Selectman Thompson seconded, motion passed (5-0).

6.5 Update on Gardiner Street Sidewalk Project

The Manager stated there was a problem during the title search. The Town gave title to the RSU, but there was never title giving the school to the Town from the Richmond School Board, the school department was created under a statutory division, that deed never got recorded. The RSU is responsible to draft a confirmatory deed from the RSU to the Town to clear up the paper trail.

6.6 Annual Report Dedication

Selectman Thompson would like to have the dedication go to Harry Hurley and Judy Savage, Selectman Laplante seconded, motion passed (5-0).

7.0 ADMINISTRATIVE ITEMS-UNFINISHED BUSINESS

7.1 March Financials

Reviewed financials.

7.2 Pine Tree Waste Service Agreement

Our contract expired in 2015 they sent a new agreement for consideration, pricing has changed from \$182 to \$195.02 a haul which was adjusted by the previous 12 months, recycling equipment rental is at \$400 month, a phase converter one time cost of \$2,500, \$30/ton charge, a 5 year contract, we added the modification that Kevin Smith sells cardboard to Casella. The Manager stated that we anticipated this happening and included this in our budget. Selectman Warner asked if it is prudent to put out an RFP. The Manager replied that she would look at other companies and bring back for the next agenda.

7.3 MMA Election Process for Executive Committee-No decisions made at this time.

7.4 Discussion on Spring Façade Grant

We received 3 applications they are all good projects. The intent of the TIF is to add taxable value. Fossil Preservation applied for window repair, the Flower Spot for new roofing, and Gary Nash for the former Gallery façade. Selectman Thompson made a motion to approve the funds from the TIF for the façade grant in the amount of \$17,500, Selectman Laplante seconded, motion passed (5-0).

7.5 Municipal Quit claim Deed: Corina Perry, 194 Marston Road

The taxes have been paid.

Selectman Thompson made a motion to approve the quit claim deed, Selectman Laplante seconded, motion passed (5-0).

7.6 Request for Propose changes to parking requirements

The board received a request from Alice Knapp to look at our ordinance that requires 2.5 cars for multi-unit dwellings. The request is to change the requirement to 2 cars per unit. This request will be discussed at the planning board meeting on the 26th. Code Enforcement Officer James Valley does not believe it's going to be an issue. Selectman Laplante questioned how we arrived at 2.5 spaces. James Valley replied in 2006 the ordinance was re-written and believes it was to make handicap spacing available.

7.7 Request for Warrant Article regarding Revolving Loan Fund into Grant

We received an email from David Landman asking to convert \$140,000 of his loan into a grant. I have contacted the town attorney to ask what the warrant article would look like and does this open the TIF to changes, he advised me that we have time to ensure the TIF program describes what we want it to do, if town meeting approves, DECD would still need to approve the change. We would need the standards for a grant, conditions and/or future conditions, expectations how it's used and revise the revolving loan fund provisions. The Town Manager stated that if the board wishes to have the town look at this and have the attorney come explain what steps we need to take. Selectman Warner stated that our current TIF language does not allow it to do be done. We don't want to make general use of grants. The Town should not incur expenses regarding this issue. Selectman Thompson stated that once you open this to one you open it up to everyone. Selectman Bodge stated he would like to see considerable progress before considering the grant. Selectman Warner added that the TIF does not allow for a grant, when it was created they didn't figure in every possible aspect, it's a unique project a historic building. Nobody has been able to make it work. Selectman Laplante made a motion that the town absorbs no cost in putting this question on the town warrant with no guarantee it makes it to the warrant unless they pay for a special town meeting, Selectman Thompson seconded, Selectman Bodge is concerned with setting a precedent and changing the criteria, Selectman Poulin feels this request is last minute, motion passed (5-0).

8.0 ASSESSOR ITEMS-BUSINESS

9.0 BOARD OF TRUSTEES BUSINESS

9.1 March Financials

10.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

10.1 Public-None

10.2 Town Manager

The road postings are coming down except the gravel portion of Lincoln Street.

Street sweeping starts tomorrow, we are hiring someone to sweep the roads.

The Town hall stream summary report from January to December of 2015 identified 18 unique computers that watched the live stream, and the on demand with 103 views, we have had 7 unique clients this year and 24 on demand views.

The Fire department workshop will be postponed until after town meeting.

10.3 Selectmen

Selectman Warner is concerned with the Vision Software at a recent loan board meeting the wrong picture was on the vision card.

Selectman Warner also stated he will not be running for Selectmen and the position on the loan board is available.

The Senior Center would like to be open another day, place this on the next agenda.

The barricades on Front Street have been requested to remain there.

10.4 Boards, Departments and Committees-None

11.0 WARRANT

11.1 Request for action regarding all disbursement warrants

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