

MINUTES
MEETING OF THE RICHMOND BOARD OF SELECTBOARD
TOWN OFFICE CONFERENCE ROOM
6:00P.M.-SELECTMEN MEETING WEDNESDAY, JANUARY 22, 2014

1.0 CALL TO ORDER

Present: Gary Poulin, Tracy Tuttle, Clarence Cummins, Peter Warner, Town Manager Marian Anderson, Executive Assistant Laurisa Loon, O'Neil Laplante, Ryan Shea and William Terry.

2.0 PLEDGE OF ALLEGIANCE

3.0 REQUEST TO APPROVE BOARD OF SELECTMEN MINUTES OF JANUARY 8, 2014

Selectman Tuttle made a motion to approve the minutes, Selectman Poulin seconded, motion passed (3-0-1) Selectman Warner abstained from voting he was not present at the January 8 meeting.

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

4.1 Appointment of Howard S. Klerk to the Cobbossee Watershed Committee

Selectman Tuttle made a motion to appoint Howard S. Klerk to the Cobbossee Watershed Committee, Selectman Poulin seconded, motion passed (4-0).

4.2 Appointment of Bonnie Dushin as a Richmond Library Board Trustee

Selectman Warner made a motion to appoint Bonnie Dushin as a Richmond Library Board Trustee, Selectman Tuttle seconded, motion passed (4-0).

5.0 PUBLIC HEARINGS, PRESENTATION-NONE

6.0 ADMINISTRATIVE ITEMS- UNFINISHED BUSINESS

6.1.1 Library budget figures

Budget worksheet provided to board. Selectman Warner added that Main Street Fuel came in \$200 under budget on the library heating.

6.1.2 Library grant update (see memo)

Selectman Warner asked if the current furniture is suitable for the new library. The Manager responded that some of the chairs are nice the old metal shelving would not be reused it is out of date. Selectman Tuttle stated that patrons could buy a plaque for a chair and have it engraved this could be used as a donation.

The Town Manager stated that the Masons want to make a specific purchase for the library so we have forwarded some information to them.

6.1.3 Circulation Log

The circulation log was provided to the board. The Manager thought it would be helpful to see what is being used. We are going to update the Library website so this information is out there.

7.0 ADMINISTRATIVE ITEMS-NEW BUSINESS

7.1 Fuel Pump Reserve Policy-Update

Selectman action requested to update the Fuel Pump Reserve policy by changing the 5 cent per gallon charge to 6 cents per gallon above the gas pump price.

Allan Moeller and Laurie Boucher have been reviewing what repairs and costs of have been and feel we need to increase the surcharge per gallon.

Selectman Warner made a motion to approve the increase from 5 cents to 6 cents, Selectman Tuttle seconded, motion passed (4-0).

There is currently \$79.02 in reserve. We had a major repair in December of \$605.00.

7.2 Town of Richmond Pedestrian and Bicycle Plan

Midcoast Council of Governments will be developing a plan for the Comprehensive Plan at no cost to the town.

Selectman Warner stated that it is important to the comprehensive plan committee to get the resources that we can and this at no cost to the town. The Town Manager stated no action is required she just wanted the boards support in continuing the work.

7.3 RYRA Request for Proposals for Lawn Care and Maintenance Services

The Town Manager stated that public works is not licensed for this type of maintenance. They use organic based pesticides. RYRA has put together an RFP. Selectman Tuttle asked if this is in RYRA's budget. If so why is this coming to the town? The Town Manager replied because they use town property. Bill Terry stated that they hosted the tournaments last year and received a lot of compliments on the property. The Town Manager stated that we had a past conversation about a bee infestation should we incorporate it into the RFP. Ryan Shea replied that they won't know until after winter but it would be addressed separately. Selectman Cummins asked if you need to list the size of the fields or do they inspect? Ryan Shea responded that hopefully they will measure and put those measurements in their proposal.

7.4 2014 CDBG Letter of Intent Deadline January 31, 2014

Selectman discussion on submitting the letter of intent for the 2014 CDBG Revitalization Grant to install additional streetlights along Main Street between Pleasant and Williams Street.

The Town Manager added that we are looking at adding timers or something programmable to the lights. The Family Dollar has stated they will match the lights in their parking lot with what we have. Selectman Tuttle made a motion to approve submitting the letter of intent for the 2014 CDBG Revitalization grant to install additional streetlights along Main Street between Pleasant and Williams Street, Selectman Warner seconded, motion passed (4-0).

8.0 ASSESSOR ITEMS-NEW BUSINESS

9.0 MISCELLANEOUS BUSINESS-ORAL & WRITTEN COMMUNICATIONS

9.1 Public

Ryan Shea asked if they could get mileage reimbursement for their volunteers. Last season a volunteer made numerous trips to Sam's Club for the snack shack and now that we have introduced a coordinator to the program that person will be making the trips. The Town Manager stated that if we start reimbursement to volunteers we have to do it for all volunteers we can't just for RYRA. Selectman Cummins asked how it's a problem. The Town Manager responded that all bills come through the town at this point. If he submits a mileage reimbursement request and that goes through the warrant it can draw a public question. Selectman Cummins stated that we no longer have a line item in the budget for RYRA. They have their own funds that they have built up, do we control that fund. The Manager replied that they turn their funds into the town and they go through the town warrant process. The consensus of the board is to allow RYRA to reimburse for mileage.

9.2 Town Manager

The Manager stated that she met with the State Railroad Commission to discuss the right of ways with town roads. They are charging the town for the intersection and right of ways. They are also here to verify addresses for private property individuals that have pipes going across the railroad.

The Manager met with residents on the Weeks Road. The Post Office is not delivering and the school bus will not go down the road. They are also having a problem with a resident with big mud truck that goes four wheeling and ruins the road. The residents reported their concern to the Police Chief so it will be on the department's radar. Allan Moeller worked on the Weeks Road Monday to fix it. Selectman Cummins asked if anyone has talked to the individual in question. The Town Manager responded yes there have been 31 occasions. We are thinking about discussing the possibility of posting or closing the road.

We continued with second interviews for the office position. We have two finalist for the position that are Richmond residents. I hope to be making a decision soon.

General Assistance has been up. It's been the working poor.

9.3 Selectmen

Selectman Tuttle stated that public works has been doing a good job. Selectman Tuttle asked if there was going to be paving done on the Alexander Reed Road. The Town Manager replied that she is waiting on further updates from MaineDOT.

Selectman Tuttle would also like to meet with the budget committee more frequently or have combined meetings that way both groups are hearing the same information.

Selectman Cummins suggested asking the Town again to reconsider using town reserve building money to expand the size of the conference room.

9.4 Boards and Committees

10.0 WARRANT

10.1 Request for action regarding all disbursement warrants

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

11.0 ADJOURNMENT

Selectman Tuttle made a motion adjourn, Selectman Poulin seconded, motion passed (4-0).