

TOWN OF RICHMOND
NEW HAMPSHIRE
Office of Selectmen



DATE: April 15, 2013 Time: 7:00 PM

Selectmen's Meeting Minutes

Attending: Sandra Gillis, Deb Boncal and Carol Jameson

Read mail and signed checks

Bev Hart spoke to the BOS about security issues at the Vet's Hall. Ways to secure the building were discussed, including changing the locks. Hart will follow up with the contacting the cleaner, lowering the storm windows and contacting a locksmith.

S. Gillis asked Bev Hart for her self evaluation. Hart will be forwarding the evaluation by email on Tuesday, April 16. S. Gillis asked Bev for the completed contact list. Bev Hart stated contact list for employees is available, but she still needs to complete the committee and chairperson list still. Bev Hart indicated that the committee list will be available for 4/29.

John Boccalini asked about the status Emily Allen's abatement and his Current Use Application. Wood to contact Avitar and find this information out.

Jeremy Patria, builder, asked about building permit application for a deck on LaPlume property. The deck will not be attached to the house. Biggest concern is the distance from the concrete footing to the leach field/septic. Setbacks were discussed. Documentation to accompany the building permit application was discussed. S. Gillis advised that the BOS were not meeting 4/22 but if Mr. Patria could complete the application and get it to Wood before 4/29 the BOS will review it at the 4/29 meeting.

First Tax Bill discussed. S. Gillis asked Wood to contact Avitar discuss Tax Warrant timing and when to expect the process to begin. BOS would like to have warrant ready to be signed for May 15th, bills due July 1st.

C. Jameson discussed her findings in reviewing the general town policies. She summarized what she has done and her plan going forward.

D. Boncal plans to work on website next week. S. Gillis requested an email address for Wood. New email addresses were discussed.

Selectman signed a C & D for Map 405 Lot 86. Copy to be forwarded to Planning Board.

Reviewed and signed Holman Intent to Excavate Map 405 Lot 121.

Reviewed an intent to cut for Peirce property. S. Gillis contacted the forester because correction to form is needed. S. Gillis made a motion to sign the Radio Recipient and Certification form from the State of NH for the distribution of Motorola XTS 3000 Portable radios; D. Boncal 2nd. Motion carried. Signed and to be mailed.

S. Gillis made a motion to appoint Ed Atkins to the office of Fire Chief for the Town of Richmond; C. Jameson 2nd. Motion carried.

S. Gillis stated that she has spoken with LGC about fire departments and accounting practices. She would like to set up a meeting with the Fire Chief, the BOS and the Treasurer to discuss this. Meeting to be scheduled.

D. Boncal made a motion to accept the April 15, 2013 manifest. S. Gillis seconded it. Motion carried.

D. Boncal made a motion to sign the manifest for April 22, 2013. S. Gillis 2nd. Motion carried, subject to Jameson's review and approval of manifest on April 22, 2013.

S. Gillis made a motion to appoint Michael Bailey to the office of Deputy Fire Chief for the Town of Richmond; C. Jameson 2nd. Motion carried.

Signed the 2012 Equalization Municipal Assessment Data Certification form.

Habitat for Humanity asked BOS to confirm that the town property Map 408 Lot 68, formally owned by Donna L. Mason and Eleanor R. Liimatainen listed on the Warranty Deed are the same two owner's listed on the Tax Deed. Boncal will contact a relative of the owner's to confirm this and will get a notarized affidavit.

Priorities for town buildings discussed. The town received 2 bids for furnace and duct work for Library. Paul Jackson from Webber bid \$885.00 to insulate duct work. Keating bid for same work is \$2,949.00. S. Gillis made a motion to accept the estimate from Paul Jackson from Webber Energy Fuels for duct work at Library; D. Boncal 2nd. Motion carried.

Board discussed the sanding and refinishing of the floor in the Vet's Hall. Estimate: \$3035.00 for main floor, stage and kitchen, \$308.00 extra for closets, extra \$350.00 for entry way, extra \$225.00 for stair treads, for a total of \$3918.00. Industrial strength sealer will be used (same as Monadnock gymnasium floor). D. Boncal made a motion to sand and seal Vet's Hall floor for total of \$3918.00 estimate from Dick Louder. Funds to come from Expendable Trust fund known as the Municipal Buildings Maintenance Fund. C. Jameson 2nd. Motion carried.

Other maintenance issues discussed. Fire Dept. roof is a priority as well as repair of the CD building exterior.

S. Perry would like to form a "paint party" to assemble volunteers to paint the interior of the Vet's Hall. S. Gillis stated that permission should not be necessary. Residents can volunteer.

Reviewed the Ribbon Cutting Ceremony memo for official opening of the new Fay Martin Bridge.

There being no other business, the Board adjourned at 9:45pm.