

**TOWN OF RICHMOND**  
**NEW HAMPSHIRE**  
Office of Selectmen



**DATE: August 26, 2013 Time: 7:00 PM**

Selectmen's Meeting Minutes

Attending: Sandra Gillis, Deborah Boncal and Carol Jameson

**Appointments:**

**Winnie Aryn** met with the Board; reference the Town of Richmond Barrus Cemetery. She was concerned about the area being posted No Trespassing. Gillis stated that the cemetery is located in the middle of private property owned by Woodwise Forestland LLC. One would need to contact the owner and get permission to go to the Town of Richmond Barrus Cemetery.

**Tax Collector**, Steve Boscarino, met with the Selectmen reference property up for Tax Deeding. Jameson moved; Boncal 2<sup>nd</sup>; the Board voted to Tax Deed M409 L52.

**Municipal Building Committee** met with the Board; reference proposed move of EOC/PD departments. RFD Chief Atkins and RPD Lt. Wood were also present. The discussion was taped.

- Kim Mattson stated she believes the move is premature and estimates for work were under estimated. The Municipal Building Committee feels they were not included in any decision making.
- Bob Coy echoed the decision is premature to relocate the EOC. He feels that the current police department does not meet the standards of the current EOC and an immense amount of work would need to be completed before the move.
- Neil Moriarty asked what the urgency is (from the Police and Fire Departments). Chief Atkins stated that there is no urgency but believes the move would benefit all departments. Boncal stated that the empty bay being used for storage is part of the timeline. Lt. Wood stated that the proposal he submitted was at the request of the Board. Also, the police department has been unsecure for 15 plus years. The use of the bay triggered the time frame proposed.
- Norma Thibodeau asked where the funds were coming from.
- Neil Moriarty stated he envisioned a 10 year plan with the Police Department moving into the current Town Hall. If the proposed move takes place Moriarty believes it would be wasted money. Sandy Perry indicated that the Town Hall is on the Historic Registry and changes necessary to the Police Department would be difficult to make and keep the historic character.
- Thibodeau voiced her concern over the lack of ventilation in the current Fire/Police Department.
- All agree that costs need to be reviewed.

- Funding may be available through the General Government Building operating budget and Capital Reserves.
- Wood stated that he spoke with West Rindge Builders, Tim Pelkey and Belliveau Communications to address the side entrance, the EOC generator, and antenna and radio moves.
- Mattson stated that she would like to see the Vet's Hall ready and available before the meeting space at the CD building is unavailable.

### **Meeting:**

H. Wood and Selectmen reviewed information on the MS-1 and MS-4, which are due to the DRA by Sept. 1<sup>st</sup>. Boncal moved; Gillis 2<sup>nd</sup>; the Board voted to sign and approve the MS-1. H. Wood to send the MS-1 to DRA electronically on Tuesday 8/27/13.

The Board reviewed the meeting with MRI, which took place on Thursday, Aug. 22<sup>nd</sup>, and the proposal of doing a wage study. MRI is waiting to hear whether an estimate for the study is wanted by the Selectmen. Gillis to contact Donald Jutton to request an estimate.

CIP and Budget planning was discussed. Gillis to send Memo to department heads with timeline and the new budget form. Board reviewed the proposed schedule for departments to present their budgets. Meetings/budget presentations to begin late October.

Boncal moved; Jameson 2<sup>nd</sup>; the Board voted to approve the Manifest dated Aug. 26<sup>th</sup> in the amount of \$33,725.32.

Sandy Perry discussed the rental fees for the Vet's Hall versus other buildings/Towns in the surrounding area. Proposed changes to contracts, fees, etc. were discussed. More research will be completed by Perry and process/fees will be reviewed at a later date.

John Boccalini reviewed the Broadband Map update with the Board. Gillis to return the original Map to SWRPC and submit the new, accurate map, that Boccalini created.

The Board discussed information received tonight while meeting with the Municipal Buildings Committee members. Gillis stated the move is doable, in phases, and items need to be prioritized. Jameson would like to get more concrete plans with costs attached. Gillis concurred with Lt. Wood's suggestion to move the RPD into the meeting space of the CD building. The RPD and EOC will temporarily share the space. The current PD would be empty and renovations for the EOC space would be made. Board to meet Friday, Aug. 30<sup>th</sup> at 5:30pm to work on plan.

There being no other business, the Board adjourned at 9:55pm.