



## Town of Richmond

105 Old Homestead Highway Richmond, NH 03470

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[www.richmond.nh.gov](http://www.richmond.nh.gov)

AW

February 26, 2024 Meeting

Selectmen present: Douglas Bersaw and Andrew Wallace

Administration present: Jennifer Thompson and Susan Harrington

Public Present: Lisa Traeger, Kim Demasco, Antoinette Cincotta and Lloyd Condon

Meeting opened at 5:34 pm

Wallace moved; Bersaw 2nd; Board voted to approve the manifest dated February 26, 2024 for the week of February 16, 2024- February 22, 2024 in the amount of: \$230,043.76 payroll/accounts payable.

Wallace moved; Bersaw 2<sup>nd</sup>; Wallace signed Vet Hall Rental Application for 02/24/24.

Letter from the State of NH Department of Environmental Services regarding a Letter of Deficiency for NHDES Permit DES-SW-PN-15-008. Read.

Letter from the State of N.H. Department of Revenue stating they have determined the median ratio for real property in Richmond, N.H. is 87.4% and the overall equalization rate is 84.9%.

Board signed MS-636. Harrington posted both the MS-636 and Warrant at the Town Hall, Veterans Hall and website-[www.richmond.nh.gov](http://www.richmond.nh.gov).

Discussion was had regarding RSA 91:A. An appointment had been made for 2 ZBA members without knowing a ZBA alternate would be present as a member of the public. In order to hold the appointment, Selectman Wallace contacted the ZBA member via phone

### Phone in Appointments

Wallace contacted Tom Tague to advise he would be unable to participate in the phone conference.

### Appointments

Zoning Board of Adjustments Vice Chairman, Antionette Cincotta, met with the Board to discuss DRAFT minutes, and Land Use. Antionette mentioned Fran Heap's letter wants the selectmen to speak to the town clerk regarding absentee ballots. Bersaw stated they would speak to the town clerk and suggested to bring the letter to the Attorney General's attention.

Planning Board Chairman, Doug Smith met with the Board to advise he received the keys, laptop and books back from Joan Wolfe who has resigned from the position of land use

assistant. Smith mentioned to the selectmen that he discussed with Kim Mattson if she would fill in until the Land Use Assistant position is filled.

**Land Use Assistant, Kim Mattson** met with the Board to discuss the way ZBA is being run. Kim would like for the Selectmen to be aware. Kim would like for the minutes to be reviewed by the Selectman. Kim discussed special exceptions and variances. Bersaw asked Kim if she was willing stay on until they find someone who will fill the Land Use Assistant position. The Selectmen are going to let the Planning Board and the Zoning Board of Adjustment decide on their own what they need from the Land Use Assistant.

Antionette Cincotta addressed concerns brought up by land use assistant.

Bersaw mentioned a complaint regarding wetlands near the Highway Department Maintenance Garage. The Board discussed wetlands near Highway Department Maintenance Garage. Bersaw suggested Daniels and Wallace visit the site. Lloyd Condon stated he thought the building was encroaching on the abutter's property. Bersaw suggested to have the Zoning Compliance Officer, Dick Drew visit the site.

Meeting adjourned at 8:43 p.m.  
Respectfully Submitted,  
Susan Harrington

**\*\*\*\*\* IMPORTANT DATES \*\*\*\*\***

Tuesday, March 12<sup>th</sup> from 11:00 AM to 7:00 PM Town Election at the Veteran's Memorial Hall.

Saturday, March 16<sup>th</sup> @ 9:00 AM Town Meeting at the Veteran's Memorial Hall.