



## Town of Richmond

105 Old Homestead Highway Richmond, NH 03470

P: (603) 239-4232 F: (603)239-9994

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

### May 24, 2021 Meeting

**Selectmen present: William Daniels, Douglas Bersaw and Andrew Wallace**

**Public Present: Fran Heap**

**Non-Board member present: Susan Harrington**

**Meeting opened at 5:32 pm**

#### \*\*\*AMENDMENT TO MAY 17, 2021 MINUTES\*\*\*

Minutes **read: Billy Hillock and Sheri Reynolds** met with the Board to discuss possible zoning violations for 158 Whipple Hill Road and 120 Whipple Hill Road properties. Board issued letter to

Minutes **should be: Billy Hillock and Sheri Reynolds** met with the Board to discuss possible zoning violations for 158 Whipple Hill Road and 120 Whipple Hill Road properties. Board issued letter to Billy Hillock and Sheri Reynolds giving them until June 15, 2021 to bring property into compliance.

#### \*\*\* END OF AMENDMENT TO MAY 17, 2021 MINUTES \*\*\*

Bersaw moved; Daniels 2<sup>nd</sup>; Board voted to approved the manifest dated May 24, 2021 for week of May 14, 2021-May 20, 2021 in the amount of: \$ 200,053.32 for payroll/accounts payable. This manifest includes the May monthly stipend payroll. Also included is a payment in the amount of \$127,935.00 payable to the Monadnock Regional School District and a payment to the Town of Winchester in the amount of \$64,429.68 for the landfill operating costs for July 2020 to June 2021.

Daniels moved; Bersaw 2<sup>nd</sup>; Board approved Building Permit for Map 405 Lot 071-corner lot of Fish Hatchery Road and Mill Road.

Chairman Daniels signed the final lease documents for the John Deere 544 P Wheel Loader.

Email from Southwest Region Planning Commission regarding their 2021 Annual Meeting. The meeting will be conducted via Zoom on June 15, 2021 @ 3:30 pm. Zoom link included in email is <http://bit.ly/Jun15AnnMtg21>.

Letter from the Richmond Agricultural Commission regarding meeting on 05-17-21 and communications among Departments.

Letter of thanks from the Richmond Rooster for the \$500.00 raised and appropriated as part of the Community Organizations at the 2021 Town Meeting.

Board discussed tax deeded property specifically back taxes, penalties and fees. Board reviewed back taxes for a formerly town owned property.

Road Agent submitted an application for employment for a road crew member. Harrington to submit complete packet of hiring forms to the Road Agent on Wednesday.

Letter from Industrial Communications regarding the Notice of Decision, Condition 2 in the Planning Board decision dated 12/27/20. In compliance with the condition number 2, Industrial Communications are notifying the Richmond Selectmen and Richmond Planning Board that the electrical service provider has determined the best route for the utilities is the route drawn on the Proposed Site Plan last presented and dated 09-25-20. Letter will be filed with Map 407 Lot 095.

Harrington asked Board for a volunteer to fill the Selectman position to help Emergency Management with the Emergency Operation Plan update duties.

Board reviewed Phase 1-A Archeological Survey, Short Report and Bibliography form from the NH Division of Historical Resources.

Board signed quit claim deed to Map 407 Lot 075 Sub 004. Town Clerk, Karen O'Brien notarized deed.

Raffle permit submitted for the Richmond Fire and Rescue to benefit the Richmond Fire and Rescue Association.

Complaint received regarding Town Clerk hours on Monday night.

Selectman Wallace asked if Jeff Prack from First Light has contacted the office regarding the draft contract for fiber optics. Wallace will follow up.

### **Appointments**

**Antionette Cincotta** met with the Board to discuss the quit claim deed for Map 407 Lot 094 Sub 004. Harrington gave Cincotta the contact information for The Law Offices of Joseph S. Hoppock, PLLC per her request. Cincotta also gave new address for the former owner of the lot. Harrington to file in Map/Lot folder for future reference and will also forward onto the Tax Collector.

**Lauren Shearer** met with the Board to discuss a piece of property that he believes the Town had taken in error. Shearer also submitted a road layout plan for Bowker Road and a petition for the layout of a Class V Road over the southern end part of the former Bowker Road. Board advised Shearer that they would need to discuss and get back to him.

**Cemetery Trustees, Jerry Merrifield and Hugh Van Brocklin** met with the Board to discuss stone repair and equipment replacement. Stones are getting broken possibly due to vandalizing or a moose knocking it over. Spoke of equipment breaking down, tractor needed worked on. They spent 3700.00 on a new tractor and a new walk behind brush hog and mower. Board

suggested using the Cemetery Trust Funds. Harrington to research and let Cemetery and Board know.

**Fire Chief, Ed Atkins** met with the Board regarding a letter received from the Town Clerk. Chief Atkins would like to know a meeting schedule for the commissions and committees so the Fire Department will know when someone is at the old police department for scheduling reasons. Harrington will follow up to provide schedule.

Wallace moved; Bersaw 2nd; the Board voted to enter into nonpublic under RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

Roll Call: Daniels (Y), Bersaw (Y) and Wallace (Y). Non-Public session was entered at 7:32 pm.

Daniels moved; Wallace 2<sup>nd</sup>; the Board voted to SEAL the minutes. Roll call: Daniels(Y), Bersaw (Y), Wallace (Y). Minutes have been sealed.

Bersaw moved; Daniels 2nd; the Board voted to reconvene Public session. Roll call: Daniels (Y), Bersaw (Y), and Wallace (Y). Public session was reconvened at 7:42 pm.

Board discussed possible zoning violations and past legal cases.

TAX COLLECTOR'S OFFICE WILL BE CLOSED ON WEDNESDAY, MAY 26<sup>TH</sup>.

\*\*\* FRIENDLY REMINDER \*\*\*

THE TOWN HALL WILL BE CLOSED ON MONDAY, MAY 31, 2021 IN OBSERVANCE OF MEMORIAL DAY.

Meeting adjourned at 8:36 p.m.  
Respectfully Submitted,  
Susan Harrington

