



Town of Richmond

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November 22, 2021 Meeting

Selectmen present: William Daniels, Douglas Bersaw and Andrew Wallace

Public Present: Kathryn McWhirk, Loreal Schmidt

Non-Board member present: Susan Harrington and Jennifer Thompson

Meeting opened at 5:36 pm

*******AMENDMENT TO MINUTES *******

Additional information on the November 15, 2021 minutes has been requested.

Original minutes read as: Bersaw moved; Wallace 2nd; Board approved the Yield Tax for Map 407 Lot 095. Owner-Taylor.

Minutes should have read as: Bersaw moved; Wallace 2nd; Board approved the Yield Tax in the amount of \$666.35 on Map 407 Lot 095. Owner-Taylor. Operation # 21-385-07-T.

Correction to the October 25, 2021 minutes incorrect subdivision lot number.

Original minutes read as: Daniels moved; Bersaw 2nd; Board approved Yield Tax bill in the amount of \$762.42 for Intent to Cut Operation # 20-385-08-T. Fitzwilliam Road, Map 407 Lot 094 Sub **004**. Owner-Susa.

Minutes should have read as: Daniels moved; Bersaw 2nd; Board approved Yield Tax bill in the amount of \$762.42 for Intent to Cut Operation # 20-385-08-T. Fitzwilliam Road, Map 407 Lot 094 Sub **002**. Owner-Susa.

Correction to the May 24, 2021 minutes incorrect lot number.

Original minutes read as: 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.

Minutes should have read as: Antionette Cincotta met with the Board to discuss the quit claim deed for Map 407 Lot **075** 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.

Daniels moved; Bersaw 2nd; Board voted to approve the manifest dated November 22, 2021 for week of November 12, 2021-November 18, 2021 in the amount of: \$ 10,681.38 for payroll/accounts payable.

The State of New Hampshire Department of Transportation Driveway Permit received for Map 402 Lot 027 on Rte 32. Owner-Cyr.

Daniels signed Raffle Permit for the Richmond Public Library. Drawing to be held on 12/15/21. Please see Richmond Public Library for details.

Daniels signed application for payment from the Road Reconstruction and Maintenance Fund in the amount of \$88,338.87 to replenish the General Fund for the payment to All States Construction for the paving of Fish Hatchery Road from Rte. 32 to Mill Road.

Letter from Karen O'Brien from the Agricultural Commission requesting to change full time members and alternate members on the Agricultural Commission. Bersaw moved; Daniels 2nd; the appointments have been corrected as follows:

Stillman Rogers from full member to alternate. Term to expire 03/31/23.

Barabar Rogers from full member to alternate. Term to expire 03/31/23.

Lenny Solomon from alternate to full member. Term to expire 03/31/24.

Liz Ehrman from alternate to full member. Term to expire 03/31/24.

Wallace contacted Doug Smith via conference call to discuss appointing Broadband Committee members. Wallace moved; Bersaw 2nd; Board voted to appoint the following to the Broadband Committee.

Doug Smith as a full member-Term to expire 03/31/24

Wendy O'Brien as a full member-Term to expire 03/31/24

Ronald Raymond as a full member-Term to expire 03/31/24

Jonathan Shreckengost as a full member-Term to expire 03/31/24

Mary Ann Lauretti as a full member-Term to expire 03/31/22

Rick Flagler as an Alternate-Term to expire 03/31/24

Arlene Crowell as an Alternate-Term to expire 03/31/24

Neil Moriarty as an Alternate-Term to expire 03/31/24

Harrington advised Board of conference call on Monday, November 29, 2021 at 5:30 pm with the Homeland Security Emergency Management Public Assistance and FEMA for an Exploratory Call regarding the July 17 and 18 2021 storm damage to the town.

Board discussed Tax Rate for 2021. The tax rate will be \$23.45 and is broken down as follows: Municipal rate is \$6.23, County rate is \$3.80, Local Educations is \$12.14 and State Education is \$1.92.

Daniels signed assurance documents for Homeland Security Emergency Management and the Local Emergency Operations Plan requested by Elizabeth Gilboy at NH Homeland Security and Emergency Management.

Board discussed legal issues. Board reviewed paperwork from Town's attorney, Joseph Hoppock, Esq. Harrington to contact Joseph Hoppock.

Board discussed holding a public hearing on the receipt of Unanticipated Funds from Cheshire County the State of New Hampshire American Rescue Plan Act of 2021 and how they plan to allocate the funds. Hearing will be held at the Town Hall in the Selectmen's Office on December 6, 2021 at 5:00 PM.

Email from Ron Kleiner, Jr. P.E. Community Assistance Bridge Engineer with the NHDOT received. Email stated Mr. Kleiner reviewed the Engineering Study, revised estimate from Quantum Construction Consultants, the scope and fee of the final design, bidding and construction administration to be acceptable. Quantum Construction Consultants have been notified of approval and may proceed with the work for Tully Brook Bridge # 155/066.

Board discussed the status of Attleboro Mountain Road. Harrington contacted town attorney.

Board discussed the Broadband Committee.

Appointments

Zoning Compliance Officer, Richard Drew met with the Board to discuss his Zoning Compliance Reports.

1. Map 405 Lot 005 Owner-Gold. Lot was visited to check status of construction on this lot. ZCO observed the following:
 - A concrete pad has been constructed with a camper resting on top of it. The camper appears to be used as a dwelling.
 - There is a newly drilled well near this pad.
 - A septic system has been installed and back-filled on the northerly side of the lot.
 - A driveway has been built for access to the lot.

There are no permits on file at the town offices for any of these improvements. The septic system was designed and approved for construction by NHDES in 2019 and approved by NHDES for operation October 29, 2021.

Recommendation: I recommend that the owner be notified that Building Permit Applications are required for structures and that living for more than 3 months in a camper is not allowed in Richmond. Harrington will send letter to owner.

2. Map 405 Lot 093 Owner-Leighton. Lot was visited to check the status of construction on this lot. ZCO observed the following:
 - The silt fences along the driveway are in disrepair and the driveway is not completely finished.
 - The building is being occupied as a dwelling.

Recommendation: I recommend that the owner be notified that the silt fences need to be repaired and maintained until after construction of the driveway is complete. Also, I believe that the building should be inspected so that a certificate of occupancy can be issued. Owner will also need to renew building permit. Drew to follow up on septic permit.

Board discussed the zoning violations for Map 405 Lot 125, 3 Mill Road. Harrington to send letter to owner.

ZCO also discussed speaking with the town attorney to possibly change the rules and/or regulations of people to live in a recreational vehicle on their property as they build houses. The Richmond Zoning Ordinances state: 305 Recreational Vehicles Recreational vehicles may be

occupied on a temporary basis not to exceed three (3) consecutive months in a calendar year, unless it is located in a campground or recreational vehicle camping park, by permit of the Selectmen, provided there is adequate provision for water and septic disposal. Upon written application, the Selectmen may grant an extension not to exceed three (3) consecutive months. [Rev- March 14, 2006] [Rev- March 12, 2013]

Town Clerk, Karen O'Brien sat in on the appointment with ZCO, Richard Drew.

Treasurer, Lori Schmidt met with the Board to discuss the Treasurer's 2022 Budget.

2021 Approved Budget= \$ 6,614.00

2022 Requested Budget=\$ 6,614.00

FRIENDLY REMINDER

The Town Hall will be closed on Wednesday, November 24, 2021 and Thursday, November 25, 2021 in observance of Thanksgiving.

Meeting adjourned at 7:45 p.m.
Respectfully Submitted,
Susan Harrington