

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



**DATE: February 3, 2014 Time: 7:00 PM**  
Selectmen's Meeting Minutes  
Attending: Sandra Gillis, Carol Jameson, and Kathy McWhirk

**Appointments:**

**Peter Majoy, John Boccalini, Jean Tandy, Lewis Whittum** met with the Board and reviewed the Voluntary Energy Committee recommendations. A copy of the submitted minutes from the VEC are included in the folder in the Selectmen's office. The Committee requested that the Selectmen add a warrant article regarding energy and resource conservation. The Board will add the article to the warrant.

**Meeting:**

Mail opened and reviewed.

The Board discussed keeping the tentatively scheduled second pre-warrant hearing. Gillis stated that if a petitioned warrant article came in that included money then a second hearing will be necessary. Will keep the posting for the Feb. 13<sup>th</sup> meeting and cancel if necessary.

The Board reviewed the proposed Warrant for March 2014.

Gillis moved; McWhirk 2<sup>nd</sup>; the Board voted to appoint Sandra Holbrook as the Custodian of the 250 Cane.

Gillis moved; McWhirk 2<sup>nd</sup>; the Board voted to adjust the rate-of-pay for Lt. Andrew Wood to \$25.30 per hour. The Board reviewed findings that support this adjustment, which will be filed in his personnel folder.

Jameson moved; Gillis 2<sup>nd</sup>; the Board voted to approve the accounts payable/payroll manifest dated 2/3/14 in the amount of \$266,818.07. This amount includes the MRSD February payment of \$150,071.17 and the final TAN payment to Savings Bank of Walpole in the amount of \$100,485.07.

The Board reviewed the Pre-Warrant Hearing that took place on Thursday, Jan. 30, 2014 at 7pm. The issue of COLA and merit increases was raised at the hearing and the Board discussed the 9/16/13 Memo that had been distributed to Department Heads about submitting the 2014 budget requests and the memo clearly states *“Please do not include any proposed COLA or merit increase in the draft budget you present to us and plan to keep your budget as flat as possible again this year. We will adjust your budget for COLA or merit increases after those decisions have been made”*. Two department heads pointed out typographical errors in their budgets and they have been corrected.

Jameson moved; McWhirk 2<sup>nd</sup>; the Board voted to sign the Agreement for Records Storage and Management Services with the City of Keene, NH for the Tax Collector’s records.

Gillis moved; Jameson 2<sup>nd</sup>; the Board voted to approve a Building Permit for M202 L24 to construct 2 of the proposed 6 cabins.

The Board discussed the food options for the Employee and Volunteer Appreciation dinner.

The Board reviewed documentation from Quantum about bridge improvements in Town. The Board agreed to sign two applications for State Aid. 1) for Whipple Hill Road bridge over Roaring Brook and 2) for Tully Brook Road bridge over Tully. This is so that Richmond will be in line for funds, estimated to be available 2019.

Gillis moved; McWhirk 2<sup>nd</sup>; the Board voted to approve the minutes for the Pre-Warrant Budget Hearing held Jan. 30, 2014 submitted by Carol Jameson.

There being no further business the Board voted to adjourn 9:24pm.