

TOWN OF RICHMOND
NEW HAMPSHIRE
Office of Selectmen



DATE: July 29, 2013 Time: 7:00 PM

Selectmen's Meeting Minutes

Attending: Sandra Gillis, Carol Jameson and Deborah Boncal

Selectmen opened bids that were submitted for the roof work at the Richmond Fire Department:

*S & W Roofing, LLC submitted 2 options: Option 1 was to bid specifications in the amount of \$18,500.00; Option 2, which S & W Roofing recommends, is \$14,500.00. Difference between Option 1 and Option 2 is the thickness of the rubber roofing material.

*Marvin Smart General Contracting submitted a bid of \$12,927.00.

Selectmen reviewed bids with the Fire Chief and he indicated no preference or opinion. Gillis moved; Boncal 2nd; the Board voted to award the project to Marvin Smart in the amount of \$12,927.00. Wood to notify and make sure to get certificate of insurance.

Appointments:

Chip Adams returned the keys to the Vet's Hall. He requested a written receipt from the Board. Adams explained that his company did additional services for the Town that the Town will no longer receive now that they are instituting the dumpster for town use.

Town Clerk, Annette Tokunaga, addressed the Board. She indicated that the Town website lists additional places for public notices. She is concerned that she was unaware of the additional places and has not/will not post at the additional areas. Gillis stated that as long as notice is posted in 2 public places it is in compliance with statutory requirements. Boncal stated the website will be changed. Tokunaga also voiced concern over the new Travel Reimbursement Policy. Gillis indicated that the Board will be re-addressing that policy this week. Tokunaga then presented the changes that the Joint Loss Management (Safety) Committee has proposed to the Safety Manual. The Board will review changes for future meeting. Tokunaga discussed the option of adding E-Reg as a service offered by the Town Clerk's office. This would allow residents to renew their motor vehicle registrations online. She explained the service as well as the attached costs. She needs the Selectmen to add the link for E-Reg on the Town's website. Looking for a target date. Gillis asked how this would affect have on her budget. Tokunaga indicated that she would need to double her postage line. Gillis asked for a written "budget" in reference to the proposed changes.

Ron Raymond discussed changes to Current Use and possible permit for building on Whipple Hill Road. Gillis stated he can review this with Wood.

John Bocalini reviewed the Broadband Mapping. He indicated several errors on the map prepared by the NH Broadband Mapping and Planning Program. He submitted a corrected Map to the Board.

Elaine Moriarty presented her current concerns with the Town Beach, primarily concerning non-resident use of the Beach, sometime in large groups. She presented a written statement to the Board in which she commended the Road Agent and his crew for maintaining the Beach area. Moriarty stated that there is a sign at the Beach that states that the Beach is for resident use only. Members of the Beach Committee monitor beach activity but are not able to enforce compliance. Moriarty stated that Police enforcement, particularly during the weekend days, would be helpful. Lt. Wood stated that non-resident use of the Beach has been an issue for the 15 years he has been here. Police need to follow RSA's and the Town must have an ordinance for the Police to enforce, they cannot just fine without an ordinance. Gillis stated she would research to see if there are passed ordinances that would enable the

Selectmen to establish a fine or other enforcement action for noncompliance. Gillis asked Moriarty if a Beach Committee member or members who could act as a “gate monitor” to advise that decals were needed. Wood recommended adding a locked landline telephone since cell service is so sparse. This is for safety purposes, not just to report possible trespassers but for emergency services. Wood also recommended that members of the Beach Committee call the police to ask for assistance when the witness inappropriate behavior or use of the town beach.

John Bocalini, Neil Moriarty explained they had worked at the Vet’s Hall. They are concerned with the electrical in the basement. Gillis stated that she will contact an electrician and have it reviewed.

MRSD (Neil Moriarty, Jane Fortson, Jim Carnie): Moriarty stated that Monadnock is concerned that payments are not paid on a timely fashion. Four towns were listed as being behind on payments which makes it difficult for Monadnock to make payroll. Carnie and Moriarty wanted Richmond to know the severity of the issue and to get the message back to the Select Board. Jane Fortson reviewed the 75/25 split and its effect on the Towns. Carnie stressed the need to review student attendance for the Town.

Meeting:

Selectmen reviewed the Travel Reimbursement Policy. Many employees questioned the requirement that travel would only be reimbursed if conducted during regular business hours. Gillis presented other members with a revised policy for review. Jameson moved; Gillis 2nd; the Board voted to approve the revised Travel Reimbursement Policy.

Boncal moved; Gillis 2nd; the Board voted to approve the Building Permit for M411, L28-05, for a garage.

Gillis reviewed the passage of State budget bill HB2 which reallocated State vital statistic funds. Gillis proposed these windfall funds go into the General Fund.

Selectmen signed a payment plan for M414, L02.

Selectmen reviewed state of current website and plans for a new website. GovOffice.com can and will host email for a fee. Gillis will check references for GovOffice.com.

Lt. Wood discussed the potential move of the Emergency Mgt. and Police departments. There have been several meetings between department heads and the Building Committee. He believes the move could be accomplished with minimal effort and minimal cost to the Town. Coy has indicated the lack of natural light in the current PD as an issue. This may be resolved by adding a new door with secure window on the side of the PD and in the future adding a window to the side as well.

Vet’s Hall painting. The Town put it out for bid but did not receive any. The Town solicited estimates. They are:

Starr Painting: an estimate of \$6,000.00

Bill O’Brien: an estimate of \$15,585.00

Dennis Wright: an estimate of \$16,800.00

Bob Mann: an estimate of \$11,755.00

Jameson wanted to do some further research. Decision to be made next week.

Boncal moved; Gillis 2nd; the Board voted to sign the Timber Tax for M405, L92, in the amount of \$563.90

Boncal moved; Gillis 2nd; the Board voted to sign the Timber Tax for M403, L08, in the amount of \$554.89

Boncal moved; Gillis 2nd; the Board voted to sign the Timber Tax for M411, L31, in the amount of \$1077.73

Boncal moved; Gillis 2nd; the Board voted to sign the Timber Tax for M405, L59,60,63 in the amount of \$3031.85

Boncal moved; Gillis 2nd; the Board voted to sign the Timber Tax for M4405, L44, in the amount of \$1594.96

Boncal moved; Gillis 2nd; the Board voted to approve the intent to cut for M409 L96.

Boncal moved; Gillis 2nd; the Board voted to approve the intent to cut for M409 L89 & 92.

Boncal moved; Jameson 2nd; the BOS voted to approve the manifest dated July 29, 2013, for the check detail for July 23rd through July 29th, in the amount of \$135,467.28 .

There being no other business, the Board adjourned at 10:20pm.