

TOWN OF RICHMOND
NEW HAMPSHIRE
Office of Selectmen



DATE: June 10, 2013 Time: 6:34 PM

Selectmen's Meeting Minutes

Attending: Sandra Gillis, Carol Jameson, Debie Boncal

Read mail and signed checks

BOS met with Larry Dingee from Dingee Machine Company. Discussed how to handle the refurbishing/purchase of fire truck. Dingee discussed the "lease/purchase" possibility as a potential solution. Dingee proposed several brokers. Gillis asked the Trustees of the Trust Funds thought funds from the Trust Fund could be used to make the lease payments if the Town entered into a lease agreement. Lynn Adams stated they would need to see the lease agreement. The BOS will discuss this and contact brokers and/or LGC. All agree a timely resolution is necessary.

Peter Majoy addressed the BOS. Majoy distributed a handout to the BOS which included meeting minutes from the Voluntary Energy Committee and a list of suggestions to the BOS from the Committee.

John Bocalini addressed the BOS representing Municipal Building Committee. Bocalini would like to make the "island" in the Vet's Hall kitchen mobile. He believes he and Neil Moriarty are capable of doing this. BOS feel that is a great idea and approve.

Alex Hoar addressed the BOS in reference to his tax bill. Gillis asked if he had spoken with the Tax Collector and Hoar said he was referred to the BOS. Hoar said he has a building permit and is rebuilding a cabin which is not finished. Wood stated that on the tax assessment the pick-up stated "est. complete" and that may explain the jump in the building assessment amount (increase from \$15,000.00 to \$56,000.00). Gillis stated that BOS will contact Avitar about rectifying this since the date to apply for abatement has passed.

Sy Wrenn addressed the BOS regarding the St. Benedict Center's new chapel. Wrenn reviewed all the inspections that have been completed, compiled in an Inspection and Test Reports Notebook. Gillis moved; Boncal 2nd; the BOS approved and signed the Occupancy permit for Building Permit 2012-0016, Map 412 Lot 18,19,20.

Allison VanBrocklin gave the BOS a Quitclaim Deed for property the church is giving to the Town of Richmond. Map 201 Lot 9. Wood or Hart to file with the Cheshire County Registry of Deeds.

Gillis moved; Boncal 2nd; BOS voted to approve an abatement refund for Map 408 Lot 023 which voids the abatement approved last week for same property because payment was received the same day the abatement was approved.

Boncal informed the Board as to the progress for the website. Unannounced software updates have been made by the vendor have complicated the Town's ability to maintain the website. Boncal to contact the vendor to get direction with this. BOS would like Website issues resolved by October 1. Website needs to be working correctly and reliably.

BOS signed letter of appreciation for Bonnie McCarthy for her years of service as Library Trustee.

Gillis proposed to hold Public Hearing in the town office to discuss the donation of Tolman property (M411 L025) on Monday, July 1st at 6:30pm. Board agreed and Hart to post.

Boncal moved; Gillis 2nd; Board approved the manifest dated June 10th in the amount of \$140,493.62.

Jameson moved; Boncal 2nd; the Board approved and signed the Unlicensed Dog Warrant submitted by the Town Clerk.

Jameson moved; Boncal 2nd; the Board signed the Gravel Tax Levy for M405 L861.

Jameson moved; Boncal 2nd; the Board signed the following Notices of Intent to Cut: M405 L044, M405 L8, M405 L10, M405 L11, M405 L9.

Jameson updated the progress of the Sale of Town Property-Habitat for Humanity. The attorney for Habitat has notified the Town that there may be a delay in the sale. Town to follow up with Habitat.

Gillis moved; Boncal 2nd; the Board voted to purchase the OCE copier at Town Hall in the amount \$618.54.

Jameson reported she did preliminary research on welfare amounts and moved that the BOS adopt the revised Welfare Guidelines for the Town of Richmond; Gillis 2nd. Voted in the affirmative.

Wood to call Greg Heyn to review the NH DRA Property Appraisal Inventory Program report submitted to the Town.

Schmidt addressed the BOS and discussed Town bank accounts. She also discussed her role as Treasurer. Gillis stated that implementing Financial Policies is to safeguard all employees and need to be created and put in place. Schmidt and BOS discussed the reconciliation of accounts. Members reviewed Basic Internal Control Checklist for NH Municipalities from the LGC.

There being no other business, the Board adjourned at 10:15pm.