

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



**DATE: September 30, 2013 Time: 6:56 PM**

Selectmen's Meeting Minutes

Attending: Sandra Gillis, Carol Jameson, and Debie Boncal

**Appointments:**

**Bonnie Pratt** met with the Board, reference her tax payment plan. Gillis stated that the BOS has discussed options and want to be fair to her as well as to the Town. Boncal stated that Pratt may want to contact the Tax Collector and discuss times to make payments. The Board agreed to continue with the plan that is currently in place.

**John Wahl** met with the Board, reference excavation on M408 L80 and letter of violation of Richmond Zoning Section 302, Sand and Gravel. Gillis stated that Wahl needs to stop excavating, meet with the Planning Board to get approval for excavating and file an Intent to Excavate. Wahl stated he is excavating to create a hay field and other farm land. Wahl indicated that he had called the State last year (2/22/12) and spoke with Craig Rennie and was told that he did not need to file an intent if less than 1,000 cubic yards were to be excavated. Wahl believed he was within his rights to proceed without any permits. Gillis said that there is a question of Current Use land being excavated as well, which requires a LUCT. Gillis said to file the Intent to Excavate with the Selectmen's office and the BOS will forward it to the State.

**Meeting:**

Wood reviewed the Employment Law workshop she attended last week. Discussed the Employee list for MRI.

Design and set-up of new website was reviewed and discussed. BOS to review choices and give recommendation at next week's meeting.

Selectmen voided check #28635 and cut a new check #28654 for \$163.90 to reimburse mileage to the NH Clerk's Conference at \$.55 per mile per Town Travel Reimbursement Policy.

Jameson moved; Boncal 2<sup>nd</sup>; the Board voted to approve the Manifest dated Sept. 30<sup>th</sup> in the amount of \$26,940.50.

Tax deeding of M409 L052 was discussed. Individual must respond to letter sent by the BOS by October 21<sup>st</sup>.

Gillis suggested other Board members read *Knowing the Territory* for Emergency Management prior to Bill and Mike Pearsall meeting with the Board reference the Assistant Director position.

The MS-1 was sent electronically on August 27<sup>th</sup> at 9:36am but was not received by DRA. Wood re-sent the MS-1, after speaking with Natalie at DRA on 9/24 and speaking at length with Amy from Avitar, and it was verified that it was received. The MS-5 is the responsibility of the auditors, and the MS-61 is the responsibility of the Tax Collector. Boscarino confirmed the MS-61 was sent 9/25/13.

The Tax Collector reviewed quarterly reports with the BOS. Boscarino also discussed the option of allowing residents to opt for paperless billing. Avitar is offering a new program. There is a \$250.00 annual fee to offer this option. Boncal indicated the lack of internet access may make this program prohibitive. This program could become active for the 2<sup>nd</sup> billing of 2014. Boscarino will poll to calculate interest.

Chief Atkins informed the BOS that the fire truck is complete and delivered. Atkins submitted the final bill of \$64,065.40. Atkins confirmed that the Open House is scheduled for Saturday, Oct. 5<sup>th</sup> at noon.

Gillis advised the status of the Bannister property. She reviewed her research with other Board members. Gillis stated the Bannister's Way has never been accepted by the Town at Town Meeting. However, when the Town bought the property, under RSA 229-1, the road was classified as a Class V road. There are several options to rectify the issue. Gillis to do additional research.

The Board discussed appointing an Administrative Official to the Planning Board. Gillis moved; Boncal 2<sup>nd</sup>; the Board moved to choose Carol Jameson as an Ex Officio Alternate to the Planning Board as per RSA 673:2 II (b)(1).

The Board reviewed the proposed Holiday Leave Policy. Jameson moved; Boncal 2<sup>nd</sup>; the Board voted to adopt the Holiday Leave Policy.

Sandy Perry, Municipal Buildings Committee Member, stated that the trees around the fire department need to be addressed because acorns are falling on the new membrane and will damage it if anyone walks on the roof. She also stated the Committee is reviewing the Vet's Hall rental policy and will submit recommendations to the BOS.

Gillis moved; Jameson 2<sup>nd</sup>; the Board voted to approve the Current Use application for M405 L20, 22, 25.

There being no other business, the Board adjourned at 9:19pm.