

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



**DATE: October 28, 2013 Time: 7:00 PM**  
Selectmen's Meeting Minutes  
Attending: Sandra Gillis, Carol Jameson, and Debie Boncal

**Appointments:**

**Chief Bosquet/Lt. Wood** presented the 2014 budget request for the police department. The 2014 request is \$2500.00 over the approved 2013 budget. Primarily the increase is due to the need to replace the 2005 computers currently used in the police department. Lt. Wood stated that the new location of the police department made it difficult to estimate heat and electricity for 2014. They left the numbers at the 2013 rate and will have to wait and see through 2014. Gillis asked number of officers. Bosquet stated that the department currently has 2 openings. Gillis requested back-up for the payroll. Members reviewed the remainder of request. Bosquet to put request on new form and get to H. Wood asap. Gillis requested estimates for adding to existing Capital Reserve funds.

**Steve Boscarino/Tax Collector** met with the Board, reference the Warrant for 2<sup>nd</sup> tax bill. Gillis explained that the DRA has not set the tax rate yet. Boscarino discussed the Shared Services Policy. Gillis said if he doesn't use the copier or postage meter he will not be charged for usage or shared services. Boscarino will not budget for rental of copier or postage meter. Boscarino discussed retaining old tax records in Keene. These records must be retained permanently but Boscarino does not need direct access to these and could use the space. The Board agreed and Boscarino to move forward. Boscarino stated that an individual is interested in redeeming M408 L019. Boscarino to calculate numbers for the Board.

**Bill Coll/Cemetery Committee, Mark Beal/Road Agent** met with the Board, to see if the BOS would support adding grave site preparation to the Road Agent's scope of work and responsibility. They made the case for planning to purchase the equipment necessary to dig graves which would be part of the highway equipment used for road maintenance and repair. Selectmen asked Beal to research cost of purchasing used piece of equipment for this purpose.

**Chief Atkins** presented the 2014 budget request for the fire department. The 2014 request is an increase of \$100.00 over the approved 2013 budget. The Board discussed the Emergency Mgt. budget with Atkins.

**Patricia Moulton** met with the Board reference the balance of her tax bill. She is requesting the Town forgive the penalties and interest she has incurred, approximately \$2000.00, which would leave a balance of \$900.00. After that she will be current on her taxes. The Board will discuss this.

## Meeting:

Jameson moved to amend the October 14, 2013 minutes to include that the Board reviewed the letter from Sharon Monahan regarding Goodison's septic system plan. Monahan noticed a contradiction in the Richmond Zoning Ordinances regarding setbacks from wetlands and the Board decided to refer this issue to the ZBA for resolution. Gillis moved to amend the minutes to read "Due to the *absence of Selectmen Boncal* from the 10/14/13 meeting, the Board voted to defer a vote to amend the minutes until next week." Jameson moved; Gillis 2<sup>nd</sup>; the Board voted to approve the amendment.

Gillis moved that the 10/21/13 minutes read "The Board noted the payment for the *repurchase by owner of tax deeded property M409 L52.*" Jameson 2<sup>nd</sup>. Approved in the affirmative.

Jameson moved; Boncal 2<sup>nd</sup>; the Board approved and signed a letter of recognition for Robert Coy.

Gillis reviewed the BTLA case. BTLA has requested the Town negotiate with the applicant. Avitar to coordinate this negotiation.

Mark Beauregard/Health Officer addressed the Board reference a complaint from renter on Whipple Hill Road. Property has been without running water for four days. There are 2 young children residing at the residence. Jameson and Beauregard to take action to investigate the complaint.

The Board would like the website launch date to be November 1<sup>st</sup> if possible. Wood to contact Gov.Office and discuss strategy.

The Board reviewed proposal from WiValley for internet service. Gillis to contact WiValley and move forward with services from WiValley for Fire/EOC/PD/Town Hall/Vet's Hall.

The Board reviewed the Welfare Guidelines and discussed changes to several provisions including amounts for: vehicle, household maintenance (diapers, cleaning supplies, etc.), rent/mortgage, utilities and food. Jameson moved; Boncal 2<sup>nd</sup>; the Board voted to adopt the revised General Assistance Guidelines as presented at the meeting, October 28, 2013.

Jameson moved; Boncal 2<sup>nd</sup>; the Board voted to sign the manifest dated 10/28/2013 in the amount of \$25,649.37.

Jameson moved; Boncal 2<sup>nd</sup>; the Board voted to amend the Yield Tax approved 10/21/18 to read *M409 L082 and M404 L27 & M409 L87.*

Licensing of junkyards was discussed and Gillis reviewed application and cover letter for Bill Hillock. The Board will send packet out.

There being no other business, the Board adjourned at 9:45pm.

