

## BOARD OF SELECTMEN / SEWER COMMISSIONERS MEETING

Wednesday February 8, 2023 – 6:00 PM

Hybrid

**PRESENT:** Roger Manzolini, Chair; Alan Hanson, Selectman; Neal Pilson, Selectman (via Zoom); Danielle Fillio, Town Administrator; Steve Parsons, Cemetery Supervisor; Dick Stover; Holly Stover

Roger called the meeting to order at 6:00 PM.

**Approval of Minutes:** Deferred

**Discussion and Approval of Cemetery Regulations:** (See attached) Danielle began the review with the second item under #6 (6B) which states that a family who owns a plot in the Richmond cemetery can bury family members there without being required to obtain permission from the Board of Selectmen.

Item #6A notes that purchase of burial plots in the Richmond cemetery is limited to those who have been residents of Richmond for ten plus years prior to the purchase. They have the right to bury a non-resident family member in that plot but will incur a non-resident fee.

Item #5 generated a lengthy discussion as to the appropriate wording to accurately convey the intention of having perpetual care for all burials. The consensus was that the wording would be “a fee for perpetual care which will be paid for each burial at the time of interment.”

Item #7 – A lot owner who moves to another community will be considered to have relinquished ownership of the lot unless written permission to retain ownership is provided by the Board. However, this section will not apply to lot owners who move into an Assisted Living or other type of skilled nursing facility or to a child’s or relative’s home and who pass away while residing in that place.

Items #8, #9 and #10 – The Town of Richmond allows “Green” burials, which, just like all other burials other than urn burials, requires the presence of a licensed funeral home. The act of Internment is the responsibility of the funeral home or family.

#11 For all burials (except urn burials) plot owners are responsible for repairs or restoration of headstones.

#12 – Plantings – no change

#13 – no change

#14 – Remove the reference specifically to motorcycles.

#15 – No change

#16 – Grave opening fee structure. Neal questioned the higher rate (\$1,250) for a grave opening for a green burial. Steve explained the need for the higher rate which is related to the different type of digging required to avoid collapse of the side of a previous burial.

#### **TOWN CENTER DISCUSSION:**

**Invoices, Charge Orders - \$52,589.40.** Roger noted that after the half-million-dollar invoice is approved tonight, half of the project money will have been spent and the project is half way through the schedule with a building that is half completed. There are no issues with the construction and the roof is nearly 100% closed in. Windows are all installed except two small ones and the trim is done.

Roger moved that the Board vote to approve payment of the invoice in the amount of \$52,589.40, which has been approved by the Building Committee as payment for work done to date. He was seconded by Neal and the motion carried by unanimous vote.

**Status of Building** – The Town owes an Electric Easement for EverSource, the electric company, to allow them to run electric wiring from the road to the transformer at the building. Danielle advised that the easement is not ready for approval by the Board. She is working with EverSource to make that happen.

**Public Comment:** Holly Stover asked about the status of the program to get Town residents better electric rates. Roger advised her that the people who will make that happen will be at the February 22<sup>nd</sup> Board of Selectmen meeting to explain the process in detail. Danielle added that a Town Meeting vote will be necessary to approve opting into that process. It is a long, drawn-out procedure, for which the first steps have been taken.

Dick Stover asked about the issue of taxes on Air B&B rentals. Danielle explained that the State will not identify which homes are registered with the State. She is working with Berkshire Regional Planning to try to obtain that information. The Board will have to decide if they want the Building Inspector to require owners signed up with Air B&B to get a special permit. This is required in our bylaws, but is not a State law.

Dick then asked about the situation at 159 Willow Road. He was told that the Zoning Board of Appeals has spoken to the owner and the Con.Com. has said they will start fining him, but Danielle does not know if Shep has begun that process or not. Only the Building Inspector can issue a fine and he has issued at least one fine of \$100/day until resolution of the offense. If that is not paid, the Town will have to take him to court. Neal agreed with Dick that the Town should be more aggressive with follow-up of fines. The Board will direct the Building Inspector to follow up. Neal suggested that the Town's Attorney be asked to draft a legal motion to cover this situation. He asked that it be put on the next agenda. The Conservation Agent and the Building Inspector/Enforcement Office will be asked to attend the next meeting.

**Town Administrator Updates:** Danielle reported that she has submitted a “Statement of Interest” to qualify Richmond for the next round of grants so that we have a chance of moving forward with the Storm Water Management work. A mailing will be going out to residents of **lakefront and riverfront areas inviting them to participate in a webinar to learn how to use nature-based solutions on their properties.** The first Webinar is scheduled for February 27 and will provide a series of generic options. The second Webinar, scheduled for March 29 will go into the specifics of those options. The time for both Webinars is 6:30 – 7:15 PM.

Danielle reported that the Town has received free COVID-19 test kits for distribution to residents at Town Hall.

A Survey crew from Foresight Land Services has been scheduled to do the layout of Church Lane, which will be a Warrant Article at the Town Meeting.

Danielle is working on quotes for new software. The current supplier is moving all of his programs to a Cloud-Based system, which would cost the Town \$110,00 to make the initial move and then a \$50,000 per year user fee.

The Town Meeting Warrant is now officially open for residents who wish to include a Citizen’s Petition must be filed by the first Monday in March.

**Selectmen’s Matters:** Alan asked that a warning be issued about the danger of thin ice due to the warm weather lately and a note of caution to residents to stay off the ice on the lakes. The Town’s website will contain such a warning which will include a statement from Steve Traver that includes guidelines for the amount of weight the various thicknesses of ice can support.

Roger raised the issue of Dean Hill Road where there are empty garbage pails consistently left along the road after Cassel has picked up the trash. Renters are being encouraged to place garbage in the pails on a daily basis, which creates an unsightly and possibly unhealthy environment. Richmond needs a strongly worded bylaw to stop this behavior. That process should begin with a letter from the Town Administrator to the residents of Dean Hill Road. Response to that letter will dictate the next steps needed.

**Sewer Matters:** None

There being no further business before the Board, Roger moved that the meeting be adjourned at 7:45 PM. He was seconded by Alan and the motion was adopted by unanimous consent.

Signed:

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Roger Manzolini, Chair

