

**BOARD OF SELECTMEN/ SEWER COMMISSIONERS**  
**Richmond Town Hall and Zoom**  
**November 29, 2023 7:00 PM**

**Present – Alan Hanson, Roger Manzolini, Neal Pilson, Danielle Fillio**

1. Approval of Minutes of September 27<sup>th</sup> and October 11<sup>th</sup> - Neal made a motion to approve the minutes and Al seconded the motion. The vote to pass the minutes was unanimous.
2. Appointment of Kimberly Wetherell as Conservation Agent – Ernie Smith gave an overview of Kimberly and her qualifications. She was interviewed by Ron and Ernie. All members of the Conservation approved hiring her. Ernie stated that they interviewed six other applicants and she was the main choice. Roger asked if there were any conflicts of interest with her working for other towns. After hearing that there were none currently, Neal made a motion to appoint Kimberly Wetherell as the Conservation Agent, Al seconded the motion. The vote was unanimous.
3. Appointment of Assistant Town Administrator – Danielle introduced Heather Lorange and gave a quick overview of her work background and expressed her excitement to bring her on board. After a brief question and answer with the Board, Al made a motion to appoint Heather Lorange as the Administrative Assistant. Neal seconded the motion. The vote was unanimous.
4. Discussion of Dental Insurance – Joy Mullen asked the Board to ask about the potential of the Town adding a better dental plan for employees. Danielle explained that it is up to the Budget Advisory Committee to come up with a plan that they feel is feasible for the Town and then to present it to the Union as part of a collective bargaining agreement. Roger asked Joy for ideas of some plans to present to the Town for review and possible implementation. Joy agreed and introduced Geoff, a teacher at the school, who explained why he feels the Town needs a better plan after he ended up spending a lot of out-of-pocket money on a surgical procedure. Roger asked that they work with Danielle in time for this upcoming budget season.
5. Discussion and vote on Salary Increase for EMT/FF – Austin White came in to discuss a salary increase for our current EMTs as other ambulance services are struggling to stay afloat. The number of EMTs is declining. He wanted to stay at least competitive since the town has two very qualified EMTs working for us now and he wants to keep them. Austin suggested an increase of \$1.50/hour to bring them to \$23.00/hour. Danielle advised that there is enough money in the current budget to cover those increases to the end of the year and, it will have minimal increase on the budget for next year as there was some extra money built in for overtime that that was not used. After a brief discussion, the Board stated their happiness with the current department and Neal made a motion to increase the current salary of \$20.50 to \$23.00 for the remainder of the fiscal year. Al seconded the motion. The vote was unanimous.
6. Vote on Annual Alcohol License Renewals – Danielle explained that the Board needed to approve the annual license renewals for both Balderdash and Hilltop Orchard. Danielle

further explained that the Board previously approved the combination for an all alcohol license on premise which was approved by the state as well. However, there is a law in Massachusetts that requires Balderdash to still get a winery license and a distillery license even though it is considered one permit. It just requires two applications on the state level which are then required to be renewed each year. They are only get charged for the one permit. After confirming with Danielle that there had been no complaints regarding Balderdash, Roger made a motion to approve the all alcohol license and distillery pouring license renewals for Balderdash. Al seconded the motion. The vote was unanimous.

Roger made a motion to approve the Hilltop Orchard alcohol license renewal, Al seconded the motion. Neal asked Danielle if there were any complaints, Danielle stated that she was aware of a couple, but she had been informed that they were resolved. She just needed the final sign off from the fire chief. With the motion being made and seconded, the Board voted unanimously to approve the license.

7. Discussion of Town Hall Room Rental Agreement – Danielle explained that at the last meeting she gave the Board a couple of policies and asked them to tell her which way they preferred to go. She made a suggestion that although they do not want to charge non-profits from Richmond that they should differentiate between a non-profit and a not-for-profit in their rates. The Board stated that they would prefer Danielle to give them a draft agreement that they can review.
8. Discussion of Short-term Rental Bylaw – Danielle told the Board that two meetings ago she gave them bylaws from four different towns that were very different. She asked them to review so that they could have a discussion on what they thought the bylaw should include, such as types of rules, if some rentals would be allowed by right or if all would require permits, etc. The Board decided to handle it the same way they are going to handle the Town Hall Room Rental policy and asked Danielle to draft a bylaw for review.

Linda Kay asked that the Board consider different regulations for thickly settled areas such as the Shores. The Board asked Linda to share what the RPA was looking to implement themselves for possible incorporation into a town-wide bylaw.

#### 9. Public Comment

Holly Stover Concerns:

Is there an AED device at school? The Board stated they believed there is.

Roadways: She would like to be added to the next Selectmen meeting agenda to discuss her roadway concerns and what she feels is unacceptable maintenance.

Holly feels the Public Comments is too late in the meeting.

Dick Stover Concerns:

Trash cans: As mentioned a couple of months ago, people are leaving their trash cans out a day, two, three. He would also like to see the Town Hall/Old Town Hall trash (that has been out for three weeks) put back in the building.

10. Town Administrator Updates – None

11. Selectmen Matters

Business Relief Funding – Roger Manzolini stated that a lot of businesses that maintain employment are now receiving relief funding. He was wondering if municipalities are eligible for those relief funds? Danielle will check.

Sewer Advisory Committee – Alan Hanson suggested having a meeting with the Sewer Advisory Committee regarding Tom Grizey. Danielle stated there are two people taking care of everything while Tom Grizey is out, i.e. inspections at plants. Pete Beckwith has taken on more as well, i.e. state reporting requirements that he was already helping Mr. Grizey with for some time.

Alan Hanson requested an outline indicating what needs to be done so there is something to follow and nothing is missed.

Missing Person – A brief discussion was held regarding status of the missing person investigation.

12. Adjournment – 8:23 PM