

Selectmen's Meeting Minutes

Tuesday, June 18, 2002

Attendance: Ada Brown, Chairman; Betty McDermott; Charles Leavitt; Dana Desjardins; Christine McClellan; Elizabeth Algeo, Chairman Conservation Commission; John Rand, Conservation Commission; Patrick Cayer, Chairman Planning Board; Paul White, Planning Board; Al Morrison, Route 302 Improvement Committee; Kathleen Brown, LRDC Director; Tom Gorrill and Ralph Norwood from Gorrill-Palmer Engineers; Jack Cooper, Code Enforcement Officer; Nathan White, Road Commissioner; and Don Willard, Town Manager.

1. Call to order. Ada Brown called the meeting to order at 7:00 pm at the Town Office.
2. Consideration of previous minutes.

a. June 3, 2002

MOTION: Betty McDermott motioned to approve the Minutes with two corrections: 1) Page 1 under Emergency Dispatch second to last sentence "that" should be "they". 2) Page 3 third sentence from end the remark was made by Mrs. McDermott and not Mrs. Brown. Seconded by Dana Desjardins.

VOTE: Unanimous.

b. June 4, 2002

MOTION: Betty McDermott motioned to approve the Minutes with one correction: Page 2, number 3 "Karen" should be changed to "Kathleen". Seconded by Christine McClellan.

VOTE: Unanimous.

3. Presentation Route 302 Improvement Project – Chris McClellan, Chairman Route 302 Improvement Committee and Tom Gorrill, Gorrill-Palmer Engineers.

DISCUSSION: Mr. Gorrill explained that the work would extend from Viola Avenue to the Raymond Beach area. He thanked the work of Chris McClellan as chairman of the committee and the committee itself in staying with the project and seeing it through. He noted that the area businesses have been very helpful and cooperative. He said that the work in conjunction with the MDOT's repaving of the road would include 5 foot sidewalks without granite curbs, landscaping, plantings, and lighting which has not been decided as to what and where it will be. He complimented Terrance DeWan on his work on the landscaping plans. He reported that \$1,239,581 will be the total amount for the road overlay. Access management budget is \$104,000 and sidewalks \$853,000. Mr. Gorrill continued that the project schedule is formed and they are almost ready to go out to bid. He said that the work will not interfere with the wetlands and that the DEP is now looking at the final plans. He felt that construction would be done this spring but the overlay may wait until next spring. Mr. Willard affirmed that Raymond's CIP now holds \$351,204 which has been accrued over the last couple of years for this project. The bond needed will be for \$606,000. He noted that this money would be for Raymond only and not the Windham portion. Mr. Desjardins asked how the sidewalk maintenance would be funded. Mr. Willard answered that it may be included in the TIF budget but if not then it would come from the general tax revenues. Mr. Desjardins asked if it would be done by Public Works. Mr. White replied that they are looking into that and if not then it would be contracted out.

MOTION: Christine McClellan motioned to approve and recommend the Route 302 Project and include it on the warrant for July 2, 2002 special town meeting. Seconded by Betty McDermott.

VOTE: Unanimous.

4. Consideration of Warrant for Special Town Meeting July 2, 2002, 7:00 pm at the Town Office. See #3 above for vote to have the Special Town Meeting on July 2, 2002 at 7:00 pm at the Town Office. The Selectmen signed 5 copies of the warrant which included Article 2 for an easement for the Library water line.

5. Consideration regarding concept approval of Raymond's participation in Windham's regional business park.

DISCUSSION: Mr. Desjardins asked if they had any further information about whether they intend to include some recreational open space. Ms. Brown replied that their plans were only in the conceptual stage and that a great deal of the acreage would not be developed for the industrial park itself and land would most probably be available for other uses. Mr. Leavitt asked whether their estimate of jobs was viable. Ms. Brown said that they used as a model the parks in southern Maine and New Hampshire and that their estimate was considered conservative. Mr. Leavitt asked which towns have committed. Ms. Brown answered Casco and Naples; Harrison and Bridgton are still considering. Ada Brown wanted to be sure that any decision by the Selectmen would not be binding. Kathleen Brown replied that it would not be binding.

MOTION: Ada Brown motioned to approve the conceptual study of the business park in Windham. Seconded by Betty McDermott.

VOTE: Unanimous.

DISCUSSION: Mr. Rand asked what would happen now. Kathleen Brown replied that they need to know which towns are interested by the first of August so that they can apply for a community block grant which will fund the next step of the study. Next winter the inter-local agreements should be formed. There was discussion about the possibility of a road to the business park starting in Raymond other than Route 302. Mr. Leavitt noted that there was still a lot of information and work to be done to see if this would be viable.

6. Discussion of Code Enforcement Office Staffing – Elizabeth Algeo, Chairman of the Conservation Commission and John Rand.

DISCUSSION: Mrs. Algeo opened by saying that the growth in Raymond is evident through the Code Enforcement Office and the Planning Board work. She felt that the Town was losing attention of the waterfront and other water protection areas. She said that last year they found in their lake study that 120 to 150 sites were leaching phosphorus into our lakes. There are also many erosion sites on other lots. The Town needs the support of the CEO office to protect our water supply. She emphasized that this was not the fault of the present staff but the fact that the present staff is too small to keep up with it all. Mr. Rand explained that this request for additional CEO staff was not a request of the Conservation Commission per se, and that there was no criticism of the CEO's office meant. He felt that Jack Cooper was doing the best job he could. He asked for recognition of the Selectmen that there is a problem which needs to be solved. Paul White said the Planning Board was in favor of this staffing increase. He said that the ordinance changes and additions in recent years and those which must be addressed will demand that more personnel are necessary to handle the job. Mr. Willard mentioned a survey of other towns of Raymond's size which he asked for from Elisa Trepanier that shows that Raymond is understaffed. He added that this survey shows that all areas of Raymond's services are in need of added staff. He noted the planning department which now has a contract planner and is doing a minimum. He felt it needs to be expanded. Mrs. Algeo felt an increase in the planning department should be a part-time employee who will watch out for our natural resources. Mr. Desjardins felt this position should be full-time if the employee was to help Jack Cooper by manning the office while Jack was out doing inspections. Mr. Willard noted that space in the Town Office was a problem with increasing personnel. Mrs. Algeo noted that her committee was about half way through a \$120,000 grant which they received to show people how to stop erosion. She felt that when this was over, Raymond needed personnel to carry on the work. Mr.

Cooper thought that it would be beneficial to have someone to help with the CEO work and watch out for the natural resources with him. Mr. Rand didn't want to lose the chance to have someone trained by Mr. Cooper who knows Raymond so well. He wanted to begin new staff as soon as possible. Mr. Cooper concurred and felt help would be needed in the near future. Mrs. Brown asked that a workshop be scheduled to talk about all Town offices and that no action would be taken at this time. Mr. Leavitt wanted to conceptualize the CEO's office as well as the other offices and wondered if an intern could be utilized in the meantime. Mrs. Algeo didn't feel that the low salary offered should stop this position going forward. She understood that interns were a valuable resource in some cases but in this case Raymond needed continuity for the future. Mr. Rand explained that they had been working to get the ordinances in place for the last two years and that now they need the staffing to see them used. Mr. Willard indicated that Raymond was having problems filling currently available positions with the remuneration offered and found that fact troubling. He said that further study of the whole issue was needed. Mr. Rand asked if an interim arrangement could be offered for the summer. Mrs. Brown denied his request and said that more would be discussed at the workshop. Mr. Leavitt said that the fiscal year hadn't started for the jobs advertised and the Selectmen need to look at what they're offering in order to get good staff. He also felt that the retention of employees was based on benefits/salary. Mrs. Algeo requested that this staff position be included in the workshop discussion. Mr. Willard said the whole staffing plan would need to be studied. Mr. Cayer talked about the possibility of having the CEO fees collected off setting the expense of an employee. Mr. Leavitt thought that service fees and possible impact fees could be discussed in their study. Mrs. Brown asked that this workshop be within a month or so.

7. Consideration of road names – Jack Cooper, Code Enforcement Officer.

a. Freedom Way (Fire Lane 66B) off Tower Road formerly Whitcomb Way.

b. Christmas Tree Lane (Fire Lane 183) off Raymond Hill Road a new road.

MOTION: Betty McDermott motioned to approve the renaming of Whitcomb Way to Freedom Way and the naming of Christmas Tree Lane as recommended by Jack Cooper. Seconded by Christine McClellan.

VOTE: Unanimous.

8. Request for speed zoning review on Tower Road. Nathan White, Road Commissioner.

DISCUSSION: Mr. Willard said that this request was made by a resident who is concerned about the speeders on Tower Road. He asked for speed bumps which Mr. Willard denied. Mr. Willard asked that the Selectmen recommend his asking the MDOT to do a speed zone review on Tower Road.

MOTION: Betty McDermott motioned to request the MDOT to do a speed zone review of Tower Road. Seconded by Dana Desjardins.

VOTE: Unanimous.

9. Consideration of bid award for a new 2003 Ford F550 one-ton truck. Nathan White, Road Commissioner, will be providing a tabulation of bids received and a recommendation for the bid award which is enclosed.

DISCUSSION: Mr. Willard indicated the list of vendors which had replied to their bid request. He added that there were two others which came in after the deadline. One was originally asked but

got the bid in late and McDonald Motors which had not been asked because he wasn't aware that they were a Ford dealer. Mrs. Brown requested the bid from McDonald Motors because she has had knowledge of their excellent service. Mr. White noted that Arundel Ford had the lowest bid and that they said on the phone that they would give the same service as McDonald Motors. Mr. Leavitt questioned allowing after the deadline quotes to be considered as a protocol. He felt if others were to be contemplated then the whole bid process should be rejected and new requests for bids should be sent out. Mr. White said that could be done but he felt that time was a factor. The dealers told him that new trucks should be ordered by July if delivery was needed in September. Mr. Leavitt wanted to be consistent and fair.

MOTION: Betty McDermott motioned to reject all bids and rebid the truck and have Don Willard expedite the purchase. Seconded by Charles Leavitt.

VOTE: Unanimous.

10. Communications and other business.

- a. Maine Municipal Association Executive Committee nominee. Mr. Willard said he would let the deadline go by without recommendation from Raymond since we didn't have any nominees.
- b. MMWAC Board. Mr. Desjardins said that he would be attending the meeting on Thursday.
- c. PWD Waterline. Mr. Willard said that the construction is on schedule and they would start pressure and water quality testing in July.
- d. Public Safety Building. Mr. Willard informed the Board that there are informational meetings every Monday at 8:30 am which anyone can attend. He said that Todd Hoffman, superintendent, has been replaced. On Ada Brown's suggestion they will be putting in a public water spigot.
- e. PWD Pipeline. Mr. Willard said that all the hydrants would be painted yellow and that the hydrant on the corner of Route 302 and Route 121 will be moved to a better position.
- f. Vandalism at parks. Mr. Desjardins felt that additional lighting might help. Mr. Willard said there was great concern and that Cumberland County Sheriff's can help to some extent but they are not available as a municipal police department might be. Mr. Desjardins felt that loitering by older kids was the problem and that they might not be Raymond residents. Mr. Willard said that the only recourse is that residents seeing a problem should alert Cumberland County Sheriff's. Mr. Leavitt asked that the schools be involved in the solution of this problem because it entails all our resources. Mr. Desjardins asked what video surveillance might cost.

11. Review and authorize June 18, 2002 Treasurer's Warrant.

MOTION: Betty McDermott motioned to approve the Treasurer's Warrant in the amount of \$386,795.07. Seconded by Dana Desjardins

VOTE: Unanimous.

12. Adjourn.

MOTION: Ada Brown motioned to adjourn. Seconded by Betty McDermott.

VOTE: Unanimous.

ADJOURNMENT: Ada Brown adjourned the meeting at 8:22 pm.

Louise H. Lester
Town Clerk