



BOARD OF SELECTMEN

Minutes*
December 11, 2012

SELECTMEN'S MEETING

Present: Chairman Sam Gifford, Vice-Chair Lonnie Taylor, Parliamentarian Joe Bruno, Charly Leavitt, and Mike Reynolds.

Absent: None.

Staff: Curt Lebel, Contract Assessor; Bruce Tupper, Fire Chief; John Facella, Volunteer Firefighter and Public Engineer; Nancy Yates, Finance Director; Louise Lester, Town Clerk; Nathan White, Public Works Director; Craig Messinger, Fire Inspector; and Danielle Loring, Recording Secretary.

Other: Evelia Maher, Owner of A La Mexicana; Elissa Gifford & Sharon Dodson, Co-Chairs of the Beautification; Dana Desjardins, 64 River Road; Peter Leavitt, 2 Leavitt Road; Julie Sutherland & John Russo, 51 Ledge Hill Road; and Theresa Sadak, 207 Webbs Mills Road.

1) Call to order: Chairman Sam Gifford called the meeting to order at 7:00pm.

2) Minutes of previous meeting dated:

- **November 13, 2012**

MOTION: Lonnie Taylor motioned to accept the minutes; seconded by Joe Bruno.

DISCUSSION: Charly Leavitt clarified his comment under item 5.b, that he was pointing out the fact that the town had exhausted all of their options, including the National Guard.

VOTE: UNANIMOUS APPROVAL (5/0)

3) Public Hearing:

a) Douglas & Evelia Maher DBA A La Mexicana, 1227 Roosevelt Trail, for Liquor and Special Amusement Licenses Renewal

MOTION: Lonnie Taylor motioned to grant Doug & Evelia Maher DBA A La Mexicana their liquor and Special amusement licenses; seconded by Mike Reynolds.

DISCUSSION: Chairman Sam Gifford opened the public hearing for comment and there was none.

VOTE: UNANIMOUS APPROVAL (5/0)

Mr. Reynolds congratulated Mrs. Maher on their first year of business.

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

b) William and Kimberly Hines on Behalf of Whines Ent. Inc. DBA Cafe Sebago, 1248 Roosevelt Trail, for Liquor License Renewal

Chairman Gifford announced the public hearing and opened it for public comment and there was none.

MOTION: Lonnie Taylor motioned to grant William & Kimberly Hines on behalf of Whines Ent., Inc., DBA Cafe Sebago, their liquor license; seconded by Mike Reynolds.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

4) New Business.

a) Report on Wreath Project- Co-Chairs Sharon Dodson & Elissa Gifford, Beautification Committee

Co- Chair Elissa Gifford stated that she was pleased to present the report on the 2012 wreath project. She explained that current year's the wreath project was an improvement over last year. Particularly in the areas of wreath size, number ordered and number of wreaths displayed across town. She continued that they were able to double the funding because of the local response and were also able to get the wreaths at cost from Jessica Fay at Raymond Village Florist. They thanked a list of businesses and residents for their donations; the Public Works Department for hanging the wreaths; and Town Manager for his continued support.

Mrs. Dodson announced that the Beautification Committee could use more volunteers and garden adopters and interested individuals were encouraged to contact the Town Clerk for more information.

Mr. Leavitt also thanked the business community and thought that it met the goal of public and private partnerships. He also thanked the Raymond taxpayers for supporting the Beautification Committee.

b) Consideration of Abatements as Presented/Submitted by Curt Lebel, Contract Assessor

Mr. Lebel explained that the submitted abatements were the bulk of the requests made during the fall and there would be a handful more in the spring.

MOTION: Mike Reynolds motioned to accept abatements as presented, number 2012-1 through 6, in the total amount of \$5788.45; seconded by Lonnie Taylor.

DISCUSSION: Mr. Leavitt stated that the abatement requests and supporting information were in the ePacket. Mr. Lebel added that, by law, the abatement information was also available in the Annual Commitment Book for review. Mr. Reynolds thanked Mr. Lebel for his format and for providing supporting information for the abatement decisions.

VOTE: UNANIMOUS APPROVAL (5/0)

c) Review and Revise Draft Budget Schedule FY 2013-14 and Set Directive for Budget Process- Nancy Yates, Finance Director

Finance Director Nancy Yates presented the draft budget schedule for the 2013-14 fiscal year and asked if there were any amendments. Mr. Bruno amended March 19th to March 5th. Mr. Willard suggested that staff could give the Board a couple days to coordinate their schedules before the draft schedule would be

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

finalized.

Mr. Willard reminded the Board that they still needed to set the FY 2013-14 budget year's directives for the budget. He suggested that the Board Members could send their suggestions to the Chair, who could then review them with Mr. Willard and then pass the final goals along to department heads.

Mr. Bruno recommended that the directives stay about the same, minus the reduction of fund balance because that goal had been met, and Mr. Reynolds disagreed because the town would need to find the revenue that the assessing reserve had covered with the previous budget. He added that they should remove the condition that the budget be LD-1 compliant because of the presentations that they had already seen regarding an increase in departmental funding, and Mr. Bruno disagreed, because he said that there was plenty of fund balance to cover the cost of capital improvements. Mr. Leavitt asked for clarification and Mr. Bruno responded that equipment purchases could be made within the current budget year with the fund balance monies.

Mr. Leavitt stated that he felt that the department heads should produce two budgets: one that was LD-1 compliant and the other that met the departments needs. Mr. Bruno added that the town could not guarantee that they were not going to have a mill rate increase, because they did not control the school budget and the current tax rate demonstrated that fact.

Mr. Reynolds wanted to know if goals were going to be lenient for the department heads, since the Board was not discussing the objectives a together. Mr. Willard responded that objectives would be fluid, rather than loose. Mr. Bruno wanted to make sure that the department heads knew to submit their needs, and Mr. Willard replied that the flat budget directive often dissuaded department heads from producing a necessities based budget. Mr. Bruno said that department heads could produce a flat budget and also let their needs be know. He also wanted to see long term budget goals and capital improvement replacement schedules.

d) Raymond Village Library Update- Selectman Mike Reynolds, Library Representative

Selectmen Reynolds explained that he was the Selectboard representative for the library. He explained some of the changes at the library over the last year, including the retirement of the previous Library Director as well as her replacement, Sally Holt, starting at the beginning of the summer. He spoke of some the improvements that were made, including going from a paper based card catalog to a digital one that could be accessed online, where patrons could see if a book was available as well as reserve it. He also mentioned that the library now had a new Facebook page. Mr. Reynolds continued that the library was becoming more "public oriented" in the services that they were offering, including making the library as meeting space for various functions.

Mr. Reynolds announced that the library was in need of funds for the annual appeal, which was taking place and was looking to gain \$20,000-25,000 from private contributors, and he also mentioned that Norway Savings Bank had recently given a \$500 donation for children's books. He mentioned the other fund raising activities such as a gift basket sale, that Hannaford CLYNK bags were available at the library, and the following year the library was holding the Raymond Garden tours, which would bring ticket holders around town to get a tour of the hidden "gem" gardens within the community. He thanked Donna Canter, a local artist, who donated the artwork used for tour event.

e) Consideration of Quit Claim Deeds- Submitted by Sue Carr, Deputy Tax Collector

MOTION: Joe Bruno motioned to accept the Quit Claim Deed; seconded by Lonnie Taylor.

DISCUSSION: Mike Reynolds commented that he was glad to see that the notices that had gone out to delinquent tax payers was paying off.

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

Dana Desjardins stated that he was upset that the agenda was so vague, and the public did not know what the Board was voting on. He felt that the public had the right to know the information on the property involved in the vote. Staff and Board members offered solutions in which individuals could obtain the information from the ePacket.

VOTE: UNANIMOUS APPROVAL (5/0)

f) Citizen Request Concerning Raymond Hill Cell Tower- Charles Leavitt, 14 Leavitt Rd

Mr. Leavitt gave the history of his request during which Mr. Bruno called a Point of Order. Mr. Bruno stated that the issue was voted on by the residents by referendum vote and was not sure why they were discussing it. Mr. Leavitt stated that he was just giving a foundation for his request and Chairman Gifford allowed for Mr. Leavitt to continue.

Chief Tupper gave a power point presentation on the Raymond Hill cell tower site and the efforts made by the fire department to improve coverage. He said that the problem around Raymond Hill was radio-to-radio traffic from dispatch to units responding to calls and the potential risks that these situations posed. He added that the department had looked at WGME tower and its rent for antenna space was about \$600/month, which was the same with the Patricia Avenue tower which also required a \$2500 engineering fee and ice damage coverage.

Mr. Tupper continued to summarize the improvements that were made over the last four years, including installing repeater systems that cost about \$10,000 a site. They had also implemented narrow banding frequency, which would increase coverage but narrow the frequency. He added that though the cell tower issue had been the “front ant center” topic, that behind the scenes the regional study had been conducted and the results since released, which demonstrated resistance from other towns to regionalize communication coverage. After learning this, the decision was made to add a regional voter site on engine #1. However, the issue was that there could only be one of these repeaters utilized per response.

John Facella explained that he was a Raymond Firefighter and a register professional engineer. He explained a diagram demonstrating how voter sites work and pointed that the problem was not the portable radios talking to repeater, but the signal getting back to the handset from dispatch. He added that though there was a repeater on engine #1, the most common call were EMS responses in which that vehicle would not be present.

Mr. Tupper addresses the suggested use of cell and satellite phones and explained that those could not be used in the building and calls would have to be made outside. He did not feel that one-to-one communication types were a viable solution because they did not want to cut out dispatch for safety reasons. He added that the town may want to consider purchasing land to build their own tower and possibly gain some revenue from it.

Mr. Bruno asked if there were issues to keeping personnel safe when responding to a call, and Mr. Tupper responded that they did everything that they could but there were times that they could not get back to dispatch. Mr. Reynolds asked asked, if Public Safety were able to get a spot on Raymond Hill—eliminating the tower at Town Hall—would it eliminate coverage issues. Mr. Facella responded that the most RFP's could only require a 95% confidence with a focus on target areas because it was not possible to eliminate all interference.

Mr. Reynolds confirmed that removing the Town Hall tower would eliminate the cost of maintenance for that site but wanted to know what else was eliminated, and Mr. Tupper responded that shadowing would also be eliminated. He added that they were currently looking to combine efforts with Windham in locating a tower site.

**Per the “Minutes Policy,” reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

Mr. Leavitt thanked Mr. Tupper for his presentation and stated that he was confused with a few conflicting statements. Mr. Tupper clarified that they have made improvements in order increase coverage on Raymond Hill, which also included learning to work within “black out” spots.

Peter Leavitt, 2 Leavitt Road, explained that he had seen studies showing that communication was the highest ranked issue within Public Safety. He appreciated hearing about work arounds that were in place, since the tower was not presently being constructed. He also suggested a municipal buying program for the town consider.

Selectman Leavitt requested the consideration of asking the voters to repeal the decision for conditional rezoning. He felt that it may pressure U.S. Cellular or another company to build a cell phone tower, and he recommended that if the issue ever resurfaced, that they should have put a deadline for the tower to be built within the ordinance.

5) Public Comment This agenda item is for the public to bring attention to any issues and concerns for future Board of Selectmen meetings.

a) Peter Leavitt, 2 Leavitt Road

Mr. Peter Leavitt stated that he was concerned that the discussions presented by the Board were not about what the topic was, but who was bringing the issue forward and wanted to see more unity.

Mr. Leavitt then advised the Board regarding their budget directives. He stated that he would looked for realistic budget goals as well a fluid budget. He said that it was important for the Board to supportive of the department heads voicing their budgetary needs if they were to expect and honest response. He also felt that putting more money into contingency was key.

b) Charly Leavitt, 14 Leavitt Road

Mr. Bruno called a Point of Order because he felt that a Board member could not go from being an elected official to public citizen on a whim. Mr. Leavitt stated that the Bylaws allowed for him to recuse himself on a matter.

Chairman Gifford called Mr. Leavitt out of order and advised him to challenge his decision.

Mr. Leavitt challenged Chairman Gifford's ruling.

MOTION: Chairman Gifford asked the Board to raise their hand if they agreed that the ruling of the Chair could not be overturned by Mr. Leavitt.

VOTE: MOTION CARRIED 4/1 [CL]

Mr. Leavitt asked how an elected official was able to express themselves, and Chairman Gifford responded that communications should go through the chair.

8) Adjournment:

MOTION: Mike Reynolds motioned to adjourn; seconded by Lonnie Taylor.

VOTE: UNANIMOUS APPROVAL (5/0)

Chairman Sam Gifford adjourned the meeting at 9:04pm.

**Per the “Minutes Policy,” reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

****6) Town Manager Report and Communications.**

a) Confirm date for next regular meeting:

- **January 8, 2013**

****7) Fiscal Warrants – December 11, 2012**

- **Payroll Expense Warrant-** Signed after adjournment
 - \$88,086.29
- **Treasurer's Warrant-** Signed after adjournment
 - \$150,225.21

Danielle Loring
Recording Secretary

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order