



**BOARD OF SELECTMEN
Minutes**

January 6, 2015

Broadcast Studio

423 Webbs Mills Road

Resolution: We, the Raymond Board of Selectmen, recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to "Be the Influence" and to recognize that decisions matter.

Selectmen in attendance: Mike Reynolds (chair), Lawrence A Taylor, Joe Bruno, Teresa Sadak, and Samuel Gifford

The workshop to tour the technology installed at the Town Office and the Broadcast Studio was called to order at 5:53pm by Chairman Reynolds.

Desktops are replaced every 5 years and the servers we replace when they begin to have problems. Computer hardware has been bought on eBay to save money and be able to purchase higher end hardware. Cable to rewire the Town Office was donated (ends from rolls of cable that would have been discarded).

Trying to make this a self-sustaining corporate environment that anyone could run. The way it should be where the data is protected and reliable.

Workshop closed at 6:50pm.

1) Called to order at 7:00pm by Chairman Reynolds.

Motion to allow non-residents to speak by Selectman Sadak. Seconded by Selectman Taylor.
Unanimously approved.

2) Approval of minutes of previous meetings dated:

- December 16, 2014

Motion to approve the minutes from the December 16th Selectman's Meeting as presented by Selectman Taylor. Second by Selectman Sadak.

Corrections: Pg 7 moral should be changed to morale, pg 9 warantee should be changed to waranty, Selectman Bruno did not nominate himself for the RSU board, Selectman Sadak did.

Unanimously approved.

* Per the "Minutes Policy," reviewed and approved August 17, 2010 and amended May 13, 2014 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the video record, unless they are the only record. DVD's can be purchased for a nominal fee from the Town Office or borrowed from the Town Office or Raymond Village Library. Recordings can also be found at www.raymondmaine.org.

** Items taken out of order

3) New Business

- a) Presentation on Technology Services: Kevin Woodbrey, Network Administrator & Dominic Dymond, Station Manager

Video on Demand is now via YouTube. It is free, higher quality, no storage limitations, less buffering.

Live Streaming is via a Teradek Steamer and YouTube. No annual cost, higher quality, works across several platforms.

Converting Archival VHS – the tapes are degrading. Meetings are being archived on 100-year DVDs and Video on Demand.

Windham-Raymond Streaming – to send or receive live feed for RSU 14 meetings. This is still problematic, but is working better.

Future – signage for the studio, table from the Town Office, create more power stations for laptops, improve & expand website content, work on “Promote Raymond” content, procedure manuals, town-owned fiber optics

Issues – TV station has equipment that is very old and is beginning to fail, and is out-dated. For example the projector in the broadcast studio is not compatible with newer laptops. The Broadcast Studio is not a part of the Technology Budget.

Louise Lester – where are we with a franchise with Time Warner?

Don Willard – our contract has expired and it is unlikely that we will be pursuing this.

- b) Consideration of Abatements as Submitted by Contract Assessor Curt Lebel

Account	Owner of Record	Valuation Abated	Tax Amount	Description
B9315R	Andrew L Bean	\$10,000.00	\$118.00	Homestead Exemption omitted in error
W9505	Bruce & Michelle Warner	\$7,700.00	\$90.86	Camper trailer was excised and registered prior to tax commitment, exempting trailer from personal property tax
U9401P	US Bancorp Equipment Finance US Bank National Association	\$4,200.00	\$49.56	Personal property was disposed of prior to assessment date
L0300R	Thomas M LaPierre	\$8,100.00	\$95.58	Lot size error. Assessed for 3 acres with 200' frontage and is 1.49 acres with 100' frontage
Totals		\$30,000.00	\$354.00	

Motion to approve all four by Selectman Gifford. Seconded by Selectman Sadak.
Unanimously approved.

* Per the “Minutes Policy,” reviewed and approved August 17, 2010 and amended May 13, 2014 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the video record, unless they are the only record. DVD’s can be purchased for a nominal fee from the Town Office or borrowed from the Town Office or Raymond Village Library. Recordings can also be found at www.raymondmaine.org.

** Items taken out of order

Supplemental Tax Warrant – assessment of taxable personal property which was omitted from the original commitment of taxes

Account	Owner of Record	Valuation Abated	Tax Amount	Description
A004P	Allen Family LLC Plummerville Cottages	\$35,200.00	\$415.36	Personal property omitted in error

Motion to approve by Selectman Bruno. Seconded by Selectman Sadak.
Unanimously approved.

c) Presentation of Community Survey Report – Patrick Murphy, Pan Atlantic SMS Group President

The survey was paid for by the sale of wood from the Town's woodlot.

Pan Atlantic was chosen via a RFP process.

Raymond had one of the best response rates that Mr Murphy has seen (20% of households).

Year-round residents tended to rate Raymond more highly than seasonal residents, as did households with children, households including someone with a 4 year degree and those making over \$50,000.

About 27% of the responses were from seasonal residents.

Public Safety scored quite high overall.

Public Works also scored quite high and scored a bit higher than other towns have.

Town Office staff received 2 scores that were very good and all questions rated high.

Seasonal residents rated the interaction with the Codes Office lower than the year-round residents.

The rating of Raymond's use of tools to communicate with residents shows that the residents do not know about the way that Raymond is communicating.

RSU 14 – only 18% are satisfied, 33% are dissatisfied, 35% did not know. This is very bad compared with other towns.

Future Services or Enhancements - # 1 is support for conservation efforts, 5 got good ratings – Village Library, Economic Development, high speed internet, updating Comp Plan, and contracting for bulky waste removal.

40% said no tax increase for more services or enhancements.

10-year plan – taxes, schools, roads, environment, business development are the topics most often noted.

** Per the "Minutes Policy," reviewed and approved August 17, 2010 and amended May 13, 2014 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the video record, unless they are the only record. DVD's can be purchased for a nominal fee from the Town Office or borrowed from the Town Office or Raymond Village Library. Recordings can also be found at www.raymondmaine.org.*

*** Items taken out of order*

The overall message is that people are reasonable happy with Raymond.

Raymond is lower than the state average with number of households with children.

Danielle Loring – thanks to Pan American for their guidance through this process and their outstanding work. Thanks also to Teresa, Sue, Laurie and Sharon for all of their help.

d) Consideration of Personnel Policy Change Request for Public Works – Nathan White, Public Works Director

Article 6 – overtime – Currently, if vacation/sick time is used during the week and the employee is called into work on the weekend they need to work the hours for the vacation/sick time before overtime begins. This is causing employees to putting off taking vacation days in weeks when a storm is forecast.

Holiday pay – Change the policy so that holidays would be paid out at 10 hours if the employee is regularly scheduled for a 10 hour work day.

We have a small crew and this would certainly be recognition of the work of these employees.

Selectman Bruno – If you (Nathan) are taking up the slack when the crew has someone out, what about your health?

Motion to accept the changes as presented (effects only Public Works) by Selectman Taylor. Seconded by Selectman Sadak.

Chairman Reynolds – If an employee works 12 hours on Monday and then does not work at least 40 hours in the course of the week there would be no overtime.

Mr White – No, they would be working over their regularly scheduled hours and would be eligible for overtime.

Selectman Bruno – This will cost more.

Mr White – What if we only instituted this for winter operations?

Selectman Sadak – A concern is that if someone has gotten overtime on Monday that they may take time off later in the week.

Mr White – With the current crew I do not think that this is a problem, and I do take this into account when choosing who to call in. Unlike the private sector, I can not give any sort of bonus.

Mr Willard – Using earned leave should count toward their 40 hours worked.

Withdraw the motion by Selectman Taylor. Seconded by Selectman Sadak.

Motion to table this item to allow time to rework the language by Selectman Bruno. Seconded by Selectman Taylor.

** Per the "Minutes Policy," reviewed and approved August 17, 2010 and amended May 13, 2014 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the video record, unless they are the only record. DVD's can be purchased for a nominal fee from the Town Office or borrowed from the Town Office or Raymond Village Library. Recordings can also be found at www.raymondmaine.org.*

*** Items taken out of order*

Voted 3 for and 2 against. Motion passed.

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

None

5) Selectmen Comment

Selectman Bruno – congratulate Don that the law suit was dropped due to the finding that they did not have a case.

7) Town Manager Report and Communications.

- Confirm date for next regular meeting – February 10, 2015
Approved by consensus.
- Main Street Sidewalk Project Public Hearing
 - January 13, 2015 at 6:30pm
- Planning Board Ordinance Public Hearing
 - January 14, 2015 at 6:30pm

8) Fiscal Warrants – January 6, 2015

- Treasurer's Warrant

Motion to approve Treasurer's Warrant dated 1-6-2015 for \$106,661.47 by Selectman Taylor.
Seconded by Selectman Sadak.
Unanimously approved.

9) Adjournment

Motion to adjourn at 9:20pm by Selectman Sadak. Seconded by Selectman Taylor.
Unanimously approved.

** Per the "Minutes Policy," reviewed and approved August 17, 2010 and amended May 13, 2014 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the video record, unless they are the only record. DVD's can be purchased for a nominal fee from the Town Office or borrowed from the Town Office or Raymond Village Library. Recordings can also be found at www.raymondmaine.org.*

*** Items taken out of order*