



**BOARD OF SELECTMEN
Minutes**

October 20, 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, Lawrence Taylor, Joe Bruno, Teresa Sadak, and Samuel Gifford

Selectmen absent: none

Town Staff in attendance:

Sue Carr – Tax Collector
Nathan White – Public Works Director
Bruce Tupper – Fire & Rescue Chief
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

a) September 17, 2015

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

3) **Public Hearing**

a) **MMA General Assistance Ordinance Annual Update**

This is an annual requirement of the Maine Department of Human Services to bring the Raymond General Assistance Ordinance into compliance with Maine Law, Title 22 M.R.S.A. §4305 (4), related to levels of financial assistance and eligibility. The town annually adopts the Maine Municipal Association Model Ordinance General Assistance Appendices, which cover the period of October 1 through October 1.

- Appendices A, C, & D
- Maximums Adoption Form

Motion to enter the Public Hearing by Selectman Sadak. Seconded by Selectman Taylor.
Unanimously approved.

No comments from the public

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*** Items taken out of order*

Motion to end the Public Hearing by Selectman Gifford. Seconded by Selectman Sadak.
Unanimously approved.

Motion to adopt the MMA General Assistance Ordinance Annual Update including Appendices A, C, & D and Maximums Adoption Form by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

4) New Business.

a) Raymond Village Library Annual Report – Kim Allen, Emily Allen, RVL Trustees Co-chairs

Emily Allen – new Chairman of the Board and Kim Allen – co-Chairman of the Board

We feel that many of our accomplishments were made possible by the increase in budgeted funds from the Town of Raymond.

- The circulation system is fully automated
- A strategic plan is in place and being implemented
- A stand-alone website is up and running
- A Facebook page is new and frequently updated
- The Every Action database is being employed to handling fundraising
- A technical advisor is available
- Children's and Adult programs attracted over 3,000 people

The Library Director, Sally Holt, collaborates with many local businesses and entities. She tirelessly works to make the library stronger.

Selectman Sadak – Great job on the fund raising!

Selectman Bruno – How does that relate to your budget?

We are a bit later due to updating new technology and are a bit behind in our annual appeal.

Chairman Reynolds – The “Paint the Town” has been successful.

Yes, we have been blessed to be able to use the Public Safety building for the “Paint the Town” and many of the children's programs. We are determined to meet the Town's challenge of raising more monies.

b) Tax Acquired Property Update – Sue Carr, Tax Collector

The properties involved are: Beattie 42/8; Lewis 21/2; Parker 23/21; Square J Realty 53/32

Beattie – Map 42 Lot 8 – seasonal property – he had a plan and does not make his payments regularly, only when he feels the property is in jeopardy – Mr Beattie sometimes rents this property, he does not live there. Taxes are \$2,500 per year approximately.

Lewis – a Daniel Lewis signed for the mailing, but I had no reply.

Parker – can not find her, found a previous landlord who said he may have a forwarding

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address, but he has not gotten back to me.

Square J Realty – did not respond. Town Manager Willard has heard that the owner has no interest in retaining the property.

I did hear from the IRS on the 3 properties on Deep Cove Rd. The IRS may seize one of them this fall and if so we will get the outstanding tax monies. It may be all 3 or only the largest one.

Chairman Reynolds – The buyers may need to go through a process to get a clear title and insurance, but we can sell the properties even for those where we could not find the person.

There is another step for the Beattie property since there are personal items involved (a house with belongings). If we sell this property there is a process where we would with a sheriff's help move all personal items to a storage unit and if they are not collected and the fees all paid, then the items would be auctioned.

The Conservation Committee is not interested in retaining any of these properties.

Motion to authorize the Tax Collector to sell the above listed properties at auction and on the Beattie property get it to the point of auction by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

Chairman Reynolds – Please find how long the Beattie property will take and try to auction all of the properties at once, but if the Beattie property will take too long then go ahead and send the others to auction along with the one that did not sell last time.

c) 2015 IRT Update and review of other engineering projects – Owens McCullough, Town Contract Engineer

- 2015 Military Innovative Readiness Training (IRT) projects

- 1) Valley Road communications tower

\$270,000 would have been the cost if the town had to pay for all of the project

The tower should be operational in the next couple of weeks

- 2) Public Safety Building site improvements

The stormwater management pond had become overgrown and now it has been put back to design condition. The town's cost was very small because it was almost all labor to clean up.

- 3) Oak Ledge fire pond restoration project

It was overgrown and the Military cleaned it all up, reshaped it, increased the volume by about 40%, and added a fence. The town's cost was \$15,000 and the military provided about \$60,000.

- Public Works Department sand-salt building construction project

We have low quotes for the framing, foundation, and earthwork. \$590,000 is the budget. The foundation requires a lot of re-bar and it will take about a month to get them in. Also the framing takes about 12 weeks for delivery. The bidders will all hold their prices until Spring, so we will get everything ordered and be ready to go in the Spring.

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d) MDOT Transportation Enhancement Grant – Sidewalk Project Update – Owens McCullough, Town Contract Engineer

Update the Selectmen on this project including decisions and the process to move forward, if the Selectmen elect to proceed with the project.

2,330 linear feet of sidewalk, curbing & storm drainage. The next step is to get the survey done and decide where to put the sidewalk. I need to submit a PS&E (Plans, Specifications & Estimates) as a preliminary design report. What is important is which side of the road the sidewalk should go on. My opinion is on the up-hill side (side with the church) because it is easier. It can go on either side, but from an engineering standpoint it is better on the up-hill side. There are some mature trees and houses that are quite close to the road on the down-hill side.

Selectman Sadak – No other street has a sidewalk (except Route 302) and is 5' too wide for a sidewalk on a small country road?

MDOT uses 5' as a standard because it provides room for a wheelchair or other ADA apparatus along with foot traffic. It is consistent with other communities.

Selectman Sadak – Will the sidewalk end at the Library?

It will go from the intersection on Route 302 to the intersection before the Library. This can be changed to ending at the Library. I will need to look at the budget for this and the current budget is \$159,727 which includes a Town match of \$31,945. I am concerned that this may not be enough. The cost would be greater if we put the sidewalk on the down-hill side due to the trees and houses that are close to the road. I can do a site walk with the Select Board if they would like. We did a public hearing for the public already.

Town Manager Willard – I think the questions are:

- Do the Selectmen want to proceed with this project?
- If so, which side should the sidewalk be on?

Public Works Director White – Can we get a price for both sides so we can show the townfolks what the difference is? There are some items in the right-of-way on the up-hill side, but there are large obstacles on the down-hill side.

We will not be doing open ditch, there simply is not room.

Chairman Reynolds – So we would need to have about 8' of room to build the sidewalk, curb, and a transition area (to stop trip hazards).

There will be a sense of encroachment even though the sidewalk is in the right-of-way.

Chairman Reynolds – Is there a rule of thumb pertaining to when you take down trees whose roots extend under the sidewalk?

Generally speaking I prefer to stay outside the drip edge of the tree. 10" gravel & 2" of pavement on the up-hill side generally means that we would not be interfering with the roots.

Selectman Bruno – Is the State flexible with the funding?

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If it is substantive enough we may be able to make the case for more funding, but it may mean putting off the beginning of the project.

Motion to put the sidewalk on the up-hill / Eastern side by Selectman Bruno. Seconded by Selectman Gifford.

Town Manager Willard – Does this have value to the town and is it a good investment for the town? I would like the sidewalk to go to the Library. If you make the sidewalk too narrow then it can not be maintained by machine.

Public Works Director White – \$31,000 has already been set aside

Unanimously approved.

e) Consideration of Resignation of Enden Lingwood from the Zoning Board of Appeals (ZBA) – Board of Selectmen

Mr Lingwood changed his mind and is now not intending to resign from the ZBA.

f) New development in milfoil control on Sebago Lake – Peggy Jensen, Raymond Waterways Protective Association (RWPA)

RWPA board member Peggy Jensen spoke briefly about the talks RWPA is having with Lakes Environmental Association (LEA) for possible coordination of milfoil removal work on Sebago Lake. This is a new initiative, morphing out of the cooperative effort started this past summer. Ms Jensen will also reported on Sebago Lake milfoil mitigation work completed this past season.

Changes in infestation from May to September:

- Turtle Cove – 3% to 1%
- Mason Cove – 13% to 0%
- Port Harbor Marina – 7% to less than 1%
- Bayview Canals – 49% to 20%
- Upper Jordan River – clear from Mill St to about where the power line crosses

Our primary focus is Raymond and monies raised in Raymond are used in Raymond. We are looking at a mutual aid type of relationship with this new Sebago Lakes Consortium.

Town Manager Willard I think that the introduction of Peter Lowell from LEA is the right fit to get commitment from the other communities.

g) November 3, 2015, Referendum Election Appointments – Sue Look, Town Clerk

- Election Clerks

Motion to approve the list of Election Clerks by Selectman Gifford. Seconded by Selectman Taylor.

Unanimously approved.

- Election Warden

Motion to approve Sue Carr as Warden by Selectman Gifford. Seconded by Selectman

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Sadak.

Unanimously approved.

5) Old Business

a) Consideration of “Be the Influence” Coalition Drug Free Zones – Matthew Cyr, Windham Police Department

Pursuant to Title 30-A §3253 – A municipality may designate an area of the municipality that is frequented by minors as a safe zone (as defined under Title 17-A §1101(23) to be an athletic field, park, playground, or recreational facility that is designated as a safe zone). A safe zone must be conspicuously marked by the municipality with an informational sign using wording provided by the Commissioner of Public Safety.

TOWN OF RAYMOND PROPOSED “SAFE ZONES”

Crescent Beach – Webbs Mills Rd.

Raymond Beach – Roosevelt Trail (owned by the State of Maine)

Tassel Top Park – Roosevelt Trail (owned by the State of Maine)

Sheri Gagnon Memorial Park – Mill St.

Raymond Elementary School – Webbs Mills Rd. (owned by RSU #14)

Jordan Small Middle School – Webbs Mills Rd. (owned by RSU #14)

Morgan Meadows – Egypt Road and North Raymond Roads

Patricia Avenue Parcel – Roosevelt Trail

Farwell Drive Parcel – Egypt Road

Town Manager Willard – Officer Cyr was unable to attend tonight. We have compiled the above list of municipal, State, and RSU #14 owned properties that qualify for this program. I did seek and obtained permission from RSU #14 and from the State of Maine for inclusion of their properties that are in the above list.

Motion to adopt the above listed properties as “Drug Free Zones” pursuant to Title 30-A §3253 by Selectman Taylor. Seconded by Selectman Sadak.

Unanimously approved.

6) Public Comment

none

7) Selectman Comment

Selectman Bruno – I hope people come out to vote to support the initiatives.

Chairman Reynolds – I have been looking into recreational fields for some time. First we looked the property on Egypt Road and ran into vernal pools. Next was Patricia Avenue which turned out to be not desirable at this time due to traffic on Route 302, and the cost would be too high to create a new road. Recently we have had a land owner offer to sell us a property that is abutting ours, but the land is not useable due to being split by wetlands. My desire is to stay within the budget of a retire-able bond, so this project is ended until such time that another property comes to light that would suit our needs and would meet our financial requirements.

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8) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- November 10, 2015

Approved by consensus

b) Personnel Policy Update

We are in great shape. We are waiting for the pay study report and we are still providing them with information. We are shooting for the end of the calendar year. Staff has been meeting with payroll companies. We need to put these on the next agenda.

c) Raymond Fire & Rescue Elected Officials Academy

On November 22, 12:30-4:30pm

9) Fiscal Warrant – October 20, 2015

a) Treasurer's Warrant

Motion to approve \$456362.99 by Selectman Taylor. Seconded by Selectman Gifford.
Unanimously approved.

b) Cumberland County Tax Warrant

Warrant was not presented at the meeting.

10) Adjournment

Motion to adjourn at 8:40pm by Selectman Sadak. Seconded by Chairman Reynolds.
Unanimously approved.

Respectfully submitted, _____

Susan L Look, Town Clerk

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