



**BOARD OF SELECTMEN
Minutes**

November 22, 2016

6:30pm – Regular Meeting

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: Joe Bruno, Teresa Sadak, Samuel Gifford, Lawrence Taylor, and Rolf Olsen

Selectmen absent: none

Town Staff in attendance:

Don Willard – Town Manager
Chris Hanson – Code Enforcement Officer
Nathan White – Public Works Director
Cathy Ricker – Finance Director
Sue Look – Town Clerk
Sue Carr – Tax Collector

1) **Called to order** at 6:30pm by Chairman Bruno

2) **Minutes of previous meetings**

a) October 11, 2016

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

Unanimously approved.

3) **Public Hearing**

a) Renewal of Special Amusement Permit for Live Music

- Jose Chavez Mendoza, DBA A La Mexicana, 1227 Roosevelt Trail

No issues to report.

Motion to renew Special Amusement Permit for Live Music for Jose Chavez Mendoza, DBA A La Mexicana, by Selectman Sadak. Seconded by Selectman Taylor.

Unanimously approved.

4) **New Business**

a) New Planning Board Member Interview

At its 11/09/16 meeting, the Planning Board voted unanimously to approve Patricia Beaton's application and to forward it to the Select Board with a recommendation that

she be appointed. Ms Beaton was present for questions.

Chairman Bruno – Thank you for your interest.

Ms Beaton – We bought a house in Raymond in 2012. I have experience in Real Estate, construction and site planning.

Chairman Bruno – What is your vision for the Town of Raymond.

Ms Beaton – Make sure that development is good for the town and that codes and statutes are adhered to, especially environmental.

Selectman Gifford – Are you familiar with the current rules?

Ms Beaton – I have looked at Raymond's statutes and would be looking for anything that would affect the Town or the environment in a negative way.

Motion to appoint Patricia Beaton to the Planning Board by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

b) Draft FY 2017-2018 Budget Development Schedule – Cathy Ricker, Finance Director

The first draft of the budget development schedule for fiscal year 2017-2018 will be presented to the Board of Selectmen for review, possible amendment, and approval.

Chairman Bruno – The only date I have a problem with is March 21st. The 28th would be a better date.

c) Discussion of FY 2017-2018 Budget Goals – Don Willard, Town Manager

Chairman Bruno – Where are we on the undesignated fund balance?

Finance Director Ricker – I do not know.

Town Manager Willard – I think we are in good shape. Should we keep the goal to limit to \$2,000,000?

Selectman Olsen – My concern is that we do not get below a level that will affect our rating.

Chairman Bruno – Are we going to be incorporating the new merit pay in the new budget?

Town Manager Willard – Yes. We will be doing the reviews in April.

Chairman Bruno – Take out the goal for a recreational area.

Town Manager Willard – Would you like to give me the authority to negotiate with the current vendor instead of seeking competitive bids for waste?

Public Works Director White – We are very happy with Pine Tree Waste. We went away from them a few years ago and went back due to the service they provide.

Selectman Olsen – Have any of the other potential vendors asked to bid?

Town Manager Willard – No. The last time we went to bid we received high proposals.

Chairman Bruno – Why don't we authorize Town Manager Willard to negotiate with Pine Tree Waste and have the price brought back to us. If we find it favorable then we will go with Pine Tree Waste, if not we would go out to bid.

The Select Board agreed to this proposal by consensus.

Selectman Sadak – Could we have a junk day?

Public Works Director – The people who are leaving bulky waste by the side of the road would not participate in a junk day. A junk day would be based on tonnage and would be expensive.

Selectman Taylor – Should there be a goal for staff training?

Chairman Bruno – That comes under administrative.

Town Manager Willard – We will be asking for a bit more in the budget for training. We have already implemented Lynda.com for staff and most of the Department Heads have attended specialized training classes and conferences.

Chairman Bruno – Where are we with the sign?

Town Manager Willard – We need to decide whether, or not, to use contingency monies or put it in the budget.

Town Clerk Look – We have \$11,000 in the sign account and I intend to bring it forth as a budget item.

Selectman Olsen – We should have a cost for 2 signs, one at the Town Office and one at the Public Safety building.

Town Manager Willard – We will put together a proposal for both signs.

Chairman Bruno – What about the IT capital improvement?

Town Manager Willard – There have been 2 issues – staff changes and a \$10,000 reduction in the requested budget amount last year.

Selectman Olsen – What we need is a full plan showing where we are and where we want to be.

Town Manager Willard – I think Kevin has done that and is planning on implementing it. The questions are when and how. I will get an update from Kevin on that.

Chairman Bruno – Road construction, Nathan where are we.

Public Works Director White – We depleted the \$2,000,000 bond last year. We paved North Raymond Road, Shaker Woods, Pond Road, and Mill Street. We intended to do Patricia Ave this year, but our contractor got pulled off so to hold our pricing we put it off until Spring.

Chairman Bruno – We need to bump up the amount in the budget. Driving around town is a pleasure now.

Public Works Director White – We have a good crew and the paving company has done a good job.

Chairman Bruno – We want you to budget wisely. If you have needs please bring them forth.

Selectman Olsen – I would rather see what they need. If they have already pared it down we have no room to make changes.

Chairman Bruno – Where are we with development.

CEO Hanson – We have about the same number of permits as last year, but revenue is up. There are more single family homes now and less large projects on the Lake. We have had a full year of Electrical Permits. We are ahead of budget. Some of the

vacancies on Route 302 are being developed.

Public Works Director White – Is this the time to investigate a bit further the Town Office? Maybe it is time we started looking at a new Town Office. I need some direction.

Town Manager Willard – I would do the maintenance items on our 35 year old temporary building for now and then look at a long term solution of a new building.

Chairman Bruno – Even if you are looking at a new Town Office it is realistically 6 or 7 years from now. Maybe it is time to take it to the Town to see if they want a new Town Office.

Public Works Director White – We are going to get more cramped and more cramped in the current building. We need to look at the logic of putting \$300,000 into this existing building, or taking \$300,000 toward a new building. To get to a new building you are going to spend money on design, concept, etc. and I don't want to spend maintenance money on a concept that nobody wants.

Chairman Bruno – For a new building you are looking at \$1,000,000 minimum.

Public Works Director White – Casco did theirs for about \$600,000. I don't know what it is like, I haven't seen it.

Town Manager Willard – If you are going to build a new Town Office it should be a long life building – built with the future in mind. Something that will have a 50 year maintenance cycle at least. That is not what Casco did and that is not what renovating the back office would be.

Selectman Sadak – A big concern of mine is that Don's office needs sound proofing.

Town Manager Willard – We could do the sound proofing, we could do the floor and the carpet, but not go beyond that.

Public Works Director White – I had to replace the generator this year, that is why the sound proofing did not happen. It will be added to next year's budget.

Chairman Bruno – We should have an advisory referendum on whether or not to start exploring a new Town Office.

Town Manager Willard – I think the question should include "should a new Town Office include a recreation center, library, etc."

d) Discussion of Possible Marijuana Moratorium – Joe Bruno, Chairman

Chairman Bruno – I don't want to see a marijuana club or retail sales in Raymond. I don't think this is the kind of development we want in Town. I think we wait and see what happens with the recount and what the State develops for rules. The vote passed in Raymond. I think people passed it to be able to do what they want with it in their own home, not to have retail establishments.

Town Manager Willard – They can't get a State license until the State has rules and they can not request a license from the Town until they have a State license.

Selectman Olsen – Until we go to a public hearing we will not know what people are thinking. They may have voted for it for use in their own homes and not want the social clubs and retail.

CEO Hanson – The day after the election I had a group in my office asking about social clubs and retail. We can zone it to a certain part of town, we can prohibit it, we

can restrict it to not within so many feet from a school, church, etc. If we don't regulate it, it will be in Raymond. We have medical marijuana in Town now. I don't see us spending money on attorney fees until we know what the State is going to do. We would need to make ordinance changes to prohibit or limit and this means a vote at Town Meeting.

Selectman Olsen – All a moratorium does is give you time to write the ordinance.

Town Manager Willard – The law states that it does not insulate anyone from any Federal penalties. Marijuana production, sale, use is still against the law Federally.

Chairman Bruno – It is a 30 page law and I am pretty sure that the people who voted for it did not read all 30 pages.

e) Approval of Road Name Requests – Chris Hanson, Code Enforcement Officer

- Beverly Lane – a new road off North Raymond Road
- Change Beaulieu Drive to Suckerville Road – off Farwell Drive
- Landlocked Run – a new road off Mill Street

Motion to approve all 3 above by Selectman Taylor. Seconded by Selectman Sadak.
Unanimously approved.

f) Quit Claim Deed – Sue Carr, Tax Collector

- Louis Gonzalez purchase of Haskell Avenue, Tax Acquired Property

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

g) Re-Appointment of Registrar – Sue Look, Registrar

Pursuant to M RSA 21-A §101.2 the municipal officers shall appoint a qualified registrar by January 1st of each odd-numbered year for a 2 year term.

Motion to appoint Sue Look as the Registrar by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved.

5) Public Comment

None

6) Selectman Comment

Selectman Sadak – An update on the school – there are new applications and it does not appear to be getting started until 2019. In June there will be a referendum in Windham, but they have to have their application in by April. The new school would be \$54,000,000 and would be born solely by the Town of Windham.

Chairman Bruno – Is it time to have a meeting with the RSU #14 Board of Directors members from Raymond?

Selectman Sadak – The problem is that 2 of the members are new and only 1 is on the sub-committee for the new school. I think we should watch for now and ask that they come next spring.

7) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- December 13, 2016 (tentative)
- January 10, 2017
- February 14, 2017

b) Reminder of Upcoming Holiday Schedule

- Thursday & Friday, November 24 & 25, 2016 – in observance of Thanksgiving
- Friday, December 23, 2016 – Closed in observance of Christmas
- Friday, December 30, 2015 – Closed in observance of New Year's Day

8) Treasurer's Warrant

Motion to approve the 11/22/2016 warrant for the amount of \$112,323.60 by Selectman Taylor. Seconded by Selectman Sadak.

Unanimously approved.

9) Executive Session

a) Consideration of Sale of Tax Acquired Property (Pursuant to MRSA 1 §405 (6)(C))

Motion to enter Executive Session at 7:29pm as above by Selectman Sadak. Seconded by Selectman Taylor.

Unanimously approved.

Motion to leave Executive Session at 7:36pm by Selectman Olsen. Seconded by Selectman Sadak.

Unanimously approved.

Motion to accept Quit Claim Deed for Ivan Cove Building and Development contingent upon meeting the contingencies and payment in full for Notched Pond Road and Harmon Road by Selectman Sadak. Seconded by Selectman Taylor.

Unanimously approved.

10) Adjournment

Motion to adjourn at 7:37pm by Selectman Taylor. Seconded by Selectman Sadak.
Unanimously approved.

Respectfully submitted,

Susan L Look
Town Clerk