

Town Of Raymond
401 Webbs Mills Road
Raymond, Maine 04071

COMPREHENSIVE PLAN COMMITTEE
Thursday, April 4, 2002

MINUTES

ATTENDANCE: Jim Stephenson, Chairman; Jean Carter; Brad McCurtain; Chris McClellan; Harold Burnham; Ben Levy; Charlie Turner; Charles Leavitt, Selectman; Dana Desjardins, Selectman; Priscilla Rand; Charlotte Lester, Planning Board; Louise Lester, Rich Rothe, Planner; and Don Willard, Town Manager.

1. Call to order. Jim Stephenson called the meeting to order at 7:06 pm at the Town Office.
2. Minutes of March 28, 2002.

DISCUSSION: Jean Carter wished to correct the minutes to reflect that in the fourth paragraph she was “pleased” about Mr. Rothe’s familiarity with the Town and felt it was an advantage and that it was not a concern of hers.

MOTION: Chris McClellan motioned to approve the Minutes as corrected. Seconded by Jean Carter.

VOTE: Carried.

DISCUSSION: Mr. Rothe handed out a draft contract and said that he would be happy to work with GPCOG and Rick Seeley on the project. He felt their expertise in regional coordination and resourcing about our neighboring towns would be helpful because those things do influence Raymond. He said that he would be willing to work beginning April 10, 2002 through December 31, 2003 – aiming at acceptance of the revised Comprehensive Plan at the May 2003 Annual Town Meeting. He wanted to go beyond that date in order to complete the process for the Town. He said that the Town could elect to contract with him in steps or as a whole time span. Mr. Leavitt wanted an indemnification clause included.

MOTION: Ben Levy motioned to have to Town Attorney review the contract. Seconded by Chris McClellan.

VOTE: Carried.

DISCUSSION: Mr. McCurtain asked how he would be charging the Town. Mr. Rothe explained that he would charge for travel expense or not the time it takes to get to Raymond. He would charge 2 hours per meeting unless it goes way beyond that time i.e. 4 hours. His timing is in 15 minutes increments. Mr. Leavitt noted that 4.1 established a schedule of completion and charges by percentages. Mr. Rothe said that he would charge hourly and could change the contract to just an hourly agreement. He said he could also set the price as “not to exceed”. Mr. McCurtain suggested that there be a meeting planned just to plan the process. Dr. Stephenson felt that they had hired Mr. Rothe and they should decide how he would be paid. Mr. Rothe noted that he would not be charging for this evenings meeting.

MOTION: Jim Stephenson motioned that they should meet to discuss what the Committee would be doing and on an hourly basis project the plan to determine a not to exceed clause in the contract. Seconded by Jean Carter.

VOTE: Carried.

DISCUSSION: Mr. Leavitt noted that the Town is just now discussing new ordinances which were proposed in the 1991 Plan. He felt that this group should continue from here. Mr. Levy wanted letters to go to other committees in Raymond to invite and request their help with this plan update.

Survey

If there is to be a survey offered at this Annual Town Meeting it should be a quick one of maybe two pages with just the larger issues dealt with. It was felt that the neighborhood meetings can expand on the questions. A mail out questionnaire would be more comprehensive.

Dr. Burnham questioned going to a survey before the visioning process began. It was felt that this would be a sort of advertising medium and would get people thinking and ready to participate at the visioning meetings.

MOTION: Charles Turner motioned to use a survey at this year's Annual Town Meeting. Seconded by Jean Carter.

DISCUSSION: Mr. Leavitt felt that the Committee could use the people at Town Meeting who are interested to spearhead the neighborhood meetings.

MOTION AMENDMENT: Jim Stephenson amended the motion to say that a subcommittee should be formed to format and produce this questionnaire. Seconded by Brad McCurtain.

VOTE: Carried.

DISCUSSION: Mr. Rothe noted that this would help the Committee to understand what Raymond wants and guide it to a decision on the subject matter. The Committee would work on policy goals and strategies. He would schedule meetings and give ideas toward our end result. Dr. Burnham felt the Committee needed guidance in setting its goals and their implementation so the results can be obtainable. Dr. Stephenson asked Mr. Rothe if the Town could accept a Plan in parts. Mr. Rothe said that would not be recommended, however, the ordinances which would follow the new Plan could be done in parts.

There was discussion about the keeping of the Minutes. Mr. Rothe said that he would not be an effective as a facilitator if he had to keep the minutes. The Committee felt that it might be possible to hire someone to take the minutes.

MOTION: Jim Stephenson motioned that Brad McCurtain be elected as co-chairman. Seconded by Ben Levy.

VOTE: Carried.

SUBCOMMITTEE: Formed to create a survey for distribution at the 2002 Annual Town Meeting – Brad McCurtain, Charlie Turner, Harold Burnham and Charlotte Lester.

3. NEXT MEETING: April 11, 2002 at 7:00 pm at the Town Office. April 22, 2002 will be with Rich Rothe and the following meeting will be May 13, 2002. Mr. Rothe's email address is rothe@midmaine.com

4. Adjourn. Jim Stephenson adjourned the meeting at 9:19 pm.

Louise H. Lester
Town Clerk