



Budget-Finance Committee Meeting Agenda

April 12, 2018

6:30pm

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.

Committee Members Present: Marshall Bullock, Robert Gosselin, Brian Walker, Brien Richards, Dana DesJardins, Diana Picavet, Debra Duchaine

Committee Members Absent: Barry Moores

Town Staff Present:

Don Willard – Town Manager
Bruce Tupper – Fire Chief
Cathy Gosselin – Deputy Fire Chief
Sue Look – Town Clerk

Select Board Present:

Teresa Sadak
Joe Bruno
Rolf Olsen
Sam Gifford

1) Called Meeting to Order at 6:30pm by Chairman Bullock

Zach Davis – Raymond Rattlers – I heard there was a concern.

Chairman Bullock – Why don't we start with Mr Walker's concerns and go from there.

Mr Walker – My concerns are not with Raymond Rattlers, it is with having the Raymond Rattlers tied to a particular amount of money. It is a Town issue and has nothing to do with the Raymond Rattlers. There was an indication from the Town that there had to be a separate warrant article. I checked with Cathy Ricker today. Since the monies from snowmobiles goes into the General Fund, there is not a need to have a separate article that then links those monies to the Raymond Rattlers. My belief is like the other recreational groups in Town that provide a service to the Town, Raymond Rec, baseball, etc. the Raymond Rattlers should be part of that consideration just like they have done. Go through and request monies each year. But there is not need for us to have a separate warrant article. There is no requirement from what I have gotten from both Sue Look, as well as Cathy Ricker to have a separate warrant article. We have made this much more complex than it needs to be. I would say, as long as you are here, that it would be great to get information, and I did request it, asked this of all groups, to have both information about where your money goes as well as having an understanding of a complete picture of where your revenues come from and where your money goes out. Generally, a balance sheet, excuse me

an income statement.

Mr Davis – I did not bring that information tonight.

Chairman Bullock – Are there any other questions for the Raymond Rattlers?

Town Manager Willard – I have a point of clarification. The intent of the MMA article, which Sue had incorrectly said was a State requirement, was to state that public monies are being donated to a private purpose and that the snowmobile club would provide public access to trails. It is to make it clear that we are taking public monies, putting them to this private purpose, and there is a public benefit. MMA recommends it to all their towns.

Mr DesJardins – My concern is how the money is spent.

Mr Davis – It is for grooming, signs, etc.

Mr DesJardins – I didn't see much grooming this year. I ride the Casco trails and put on 1,000 miles this year. It might be weather related.

Mr Davis – I don't know if you do Facebook...

Mr DesJardins – No, I don't do Facebook.

Mr Davis – We update Facebook with our grooming status. We put up pictures of trail maintenance.

Mr Gosselin – Do you receive any reimbursements from the State?

Larry Wood – Vice President of Raymond Rattlers – We have gotten new members this year. We apply annually for a maintenance grant through the Bureau of Parks and Lands and the ME Snowmobile Association (MSA). This helps with equipment expense.

Mr Walker – This is a suggestion, if you could come proactively, we always invite the groups who are funded. Just come in and tell us some of your information, that helps us with understanding of what the monies go for. And back to, because I was asked about it, I still do not believe there should be a connection between the amount that is coming in for snowmobiles and the amount that is allocated to the Raymond Rattlers. It should be independent. It should be if more is warranted or less. We don't allocate boat registrations for water purposes. We don't allocate automobiles to roads. I do not understand why the monies that come from snowmobiles should automatically go to the Raymond Rattlers and for the Raymond Rattlers to be limited to that amount.

Chairman Bullock – Thank you gentlemen. My only comment would be if you don't care for the process you should vote any way you choose on article 42.

Mr Walker – Could you clarify a little bit more what you mean by that? I am not sure I understand Mr Chairman.

Chairman Bullock – If you don't like the way article 42 reads then vote no.

Mr Walker – The problem is now the monies are tied to that article.

Keith Thomas – Raymond Rattlers – We contacted the MSA President today to ask them about this and they said there were 389 snowmobiles registered in Raymond and MSA sent back \$6.62 each for a total of \$2,575 to the Town of Raymond.

2) Approve Minutes of Previous Meeting

Motion to approve the minutes of March 27, 2018, as presented by Mr Gosselin. Seconded by Mr DesJardins.

Unanimously approved.

3) Review of Procedural Guidelines

Chairman Bullock – Our responsibility is to recommend to the Town. It is not to approve or disapprove the warrant. It is to make a recommendation, pro or con. Warrant articles can not be increased, they can only be decreased. The third is that I would like to suspend Article 6E of the ordinance because we are down 2 people tonight and that will allow a simple majority to carry the motion.

Motion to suspend Article 6 E in the Budget and Finance Committee Ordinance to allow a simple majority to carry the motion by Mr Gosselin. Seconded by Mrs Picavet.

Mr Walker – I am happy about a simple majority, but it is my understanding that it can only be done in the first meeting of our committee for the season.

Chairman Bullock – I have checked this with parliamentary procedure and as chairman I am allowed to do this because I have reasoned with 2 absences.

Unanimously approved.

Chairman Bullock – We will ask for a motion to recommend and then vote the motion.

Mr Walker – The other thing was we do not have the ability to increase the proposed warrant articles? I know at Town Meeting that is true, but we are an independent committee from the Select Board and we can have an independent valuation that is different and higher if we like or lower if we like. We better get this right because otherwise this is going to be a big issue.

Chairman Bullock – This has been the procedure for the past 12 years that I have been on this board. Sue, would you care to explain why?

Town Clerk Look – The warrant is the Selectmen's document. The Budget Committee's recommendation is all that can happen. Once the Selectmen set that dollar amount you can recommend down, but you can not recommend up. It is not your document, you are simply making a recommendation on the Selectmen's document. Just like if you did not like one of the warrant articles, you could recommend that it be voted down, but you could not remove it from the warrant.

Mr DesJardins – On the procedural guidelines, can we add the vote results to our recommendation? It is just transparency and produces more discussion at Town Meeting.

Motion to add the vote results to the recommendation by Mr DesJardins. Seconded by Mr Gosselin.

Unanimously approved.

Chairman Bullock – The way I would like to see it done is in parenthesis after the recommendation, the first number is the positive then a dash and then the number of the negative.

4) Review of FY 2018-2019 Town Meeting Warrant Articles

ARTICLE 15: To see if the Town will vote to authorize the Selectmen on behalf of the Town to sell and dispose of any property acquired by the Town for nonpayment of taxes pursuant to the policy adopted by the Selectmen, as may be amended from time to time, the policy to remain consistent with State statutes and laws. In all cases conveyance to be made by municipal quitclaim deed.

Motion to recommend Article 15 as presented by Mr Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 16: To see what date taxes will be due and to set an interest rate for unpaid amounts.

The Select Board recommends 1st half to be due October 31, 2018 and 2nd half to be due April 30, 2019 with interest at eight percent (**8%**) on any unpaid balances.

Motion to recommend Article 16 as presented by Mr Gosselin. Seconded by Mrs Picavet.
Unanimously approved (7-0).

ARTICLE 17: To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at eight percent (**8%**) for the fiscal year.

Motion to recommend Article 17 as presented by Mr Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 18: To see if the Town will vote to authorize the Board of Selectmen to dispose of Town owned personal property with value not to exceed **\$35,000**.

Motion to recommend Article 18 as presented by Mr Gosselin. Seconded by Ms Duchaine.
Unanimously approved (7-0).

ARTICLE 19: To see if the Town will vote to authorize the Selectmen to appropriate from undesignated fund balance (surplus) as they deem advisable to meet the unanticipated needs of the community that occur during the fiscal year and/or to adjust the tax rate as the Selectmen deem advisable an amount not to exceed **\$75,000**.

Motion to recommend Article 19 as presented by Mr Gosselin. Seconded by Mr DesJardins.

Mr Walker – I think the passage of the second side of the sign for \$30,000 is a good indication of why I will be voting against this. I think it was poorly managed and we never got the chance to see it.

Chairman Bullock – It is my understanding that the money allocated by the Selectmen at the last meeting will come out of the 2017-2018 budget and will not come out of this budget we are voting on tonight.

Mr Walker – That is correct, but it is coming out of undesignated funds from the same article last year. By doing this we are giving the Select Board the ability to do the same type of movement again.

Chairman Bullock – That is correct.

Motion passed 5-2.

ARTICLE 20: To see if the Town will authorize the Selectmen, for the fiscal year 2018 - 2019, to transfer funds between appropriation accounts as long as the grand total of all appropriations is not exceeded. Any such transfers to be approved only at a properly called public meeting of the Selectmen.

Motion to recommend Article 20 as presented by Mr Gosselin. Seconded by Mrs Picavet.
Unanimously approved (7-0).

ARTICLE 21: To see if the Town will vote to authorize the use of Town employees and/or Town owned equipment or independent contractor(s) hired by the Town for maintenance on private roads in special and certain circumstances where in the public's interest.

Note of explanation – Three examples of when the use of Town employees and equipment may be necessary:

- A. Tying in work done on a public road that intersects a private road;
- B. Plowing snow on a private road to clear the way for emergency response apparatus; and
- C. In rare or emergency situations, maintaining private roads for school bus access to special education students as deemed necessary.

Motion to recommend Article 21 as presented by Mr Gosselin. Seconded by Mr DesJardins.

Chairman Bullock and Ms Duchaine recused themselves.

Motion passed 5-0-2.

ARTICLE 22: To see if the Town will vote to authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. §506, with no interest.

Motion to recommend Article 22 as presented by Mr Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 23: To see if the Town will vote to appropriate **\$251,412** from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2018 - 2019 projects proposed in the Tax Increment Financing District Development Program.

Motion to recommend Article 23 as presented by Mr Gosselin. Seconded by Mrs Picavet.
Unanimously approved (7-0).

ARTICLE 24: To see if the Town will vote to raise and appropriate **\$470,852** for the Administration account.

Motion to recommend Article 24 as presented by Mr Gosselin. Seconded by Mrs Picavet.
Unanimously approved (7-0).

ARTICLE 25: To see if the Town will vote to raise and appropriate **\$36,419** for the Employee Compensation and Training account.

Motion to recommend Article 25 as presented by Mr Walker. Seconded by Mr Richards.

Mr Gosselin and Mrs Picavet recused themselves.

Motion passed 5-0-2.

ARTICLE 26: To see if the Town will vote to raise and appropriate **\$73,540** for the Assessing account.

Motion to recommend Article 26 as presented by Mr Gosselin. Seconded by Ms Duchaine.

Unanimously approved (7-0).

ARTICLE 27: To see if the Town will vote to raise and appropriate **\$93,900** for the Code Enforcement Department account.

Motion to recommend Article 27 as presented by Mr Gosselin. Seconded by Mr DesJardins.

Unanimously approved (7-0).

ARTICLE 28: To see if the Town will vote to raise and appropriate **\$21,820** for the Town Hall account.

Motion to recommend Article 28 as presented by Mr Gosselin. Seconded by Mr Walker.

Unanimously approved (7-0).

ARTICLE 29: To see if the Town will vote to raise and appropriate **\$179,271** for the Technology Department account.

Motion to recommend Article 29 as presented by Mr Gosselin. Seconded by Mr DesJardins.

Unanimously approved (7-0).

ARTICLE 30: To see if the Town will vote to raise and appropriate **\$1,000** for the Community Development account.

Motion to recommend Article 30 as presented by Mr Gosselin. Seconded by Ms Duchaine.

Mr Walker – It is disappointing that the Select Board didn't give the people of Raymond the ability to explore their willingness to fund both of these areas. To me both of these areas fall on key principles of the Town that include are we willing to pay our fair share for things; are we part of a larger group, not just Raymond, but part of the Lakes community area; and do we believe in trying to help people who are trying to help themselves? As it relates to the Lakes Region Explorer bus, the amount they asked for is \$9,600. To propose either \$0 or thankfully through Selectman Olsen's efforts to have \$1,000 allocated, is such a dramatic reduction that it creates some problems for those who use the bus in Raymond. I have used the bus nearly 30 times in my life and probably 12 or 15 in the past year. There are some people who look a lot like me and there are some people who do not look like me. There are people who I would suggest are on the margins. I have talked to a lot of them to try to understand who is using the bus. It is people who are going to school, jobs, doctor's appointments. When asked why they are on the bus it is because "my husband and I have only 1 car and he uses it for work" or "we don't have a car, I can't afford a car" and for a lot of us who have cars it is a simple thing to get from point A to point B. For those who don't have it even getting to a supermarket can be pretty difficult effort. On the Southern Maine Agency on Aging (SMAA) that didn't even make the Richter Scale here, ...

Chairman Bullock – Stop there, please. That is not a part of the warrant article and I am not going to allow discussion on that.

Mr Walker – You are really not going to allow me a few moments?

Chairman Bullock – No, sir. You can have some time when I ask for Committee Comments at the end of the meeting. If we are going from \$9,000 to \$1,000 and if this sends a message to them to look at their process and stops, fine.

Motion passed (6-1).

ARTICLE 31: To see if the Town will vote to raise and appropriate **\$790,210** for the Fire/Rescue Department account.

Motion to recommend Article 31 as presented by Mr DesJardins. Seconded by Mrs Picavet.

Mr Gosselin recused himself.

Motion passed (6-0-1).

ARTICLE 32: To see if the Town will vote to raise and appropriate \$19,229 for the Animal Control account.

Motion to recommend Article 32 as presented by Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 33: To see if the Town will vote to raise and appropriate \$757,873 for the Public Works account.

Motion to recommend Article 33 as presented by Mr Gosselin. Seconded by Ms Duchaine.

Mrs Picavet recused herself.

Motion to amend the motion to remove the mechanic at \$43,000 by Mr DesJardins. No second.

Amendment failed.

Motion passed 5-1-1.

ARTICLE 34: To see if the Town will vote to raise and appropriate \$332,008 for the Solid Waste account.

Motion to recommend Article 34 as presented by Mr Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 35: To see if the Town will vote to raise and appropriate \$35,345 for the Cemeteries account.

Motion to recommend Article 35 as presented by Mr DesJardins. Seconded by Mr Gosselin.
Motion passed 6-1.

ARTICLE 36: To see if the Town will vote to raise and appropriate \$17,000 for the Parks & Recreation account.

Motion to recommend Article 36 as presented by Mr Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 37: To see if the Town will vote to raise and appropriate \$60,500 for the Raymond Village Library.

Motion to recommend Article 37 as presented by Mr DesJardins. Seconded by Mr Gosselin.
Unanimously approved (7-0).

ARTICLE 38: To see if the Town will vote to raise and appropriate **\$8,000** for the General Assistance account.

Motion to recommend Article 38 as presented by Mr Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 39: To see if the Town will vote to raise and appropriate **\$525,057** for the Insurance and Employee Benefits accounts.

Motion to recommend Article 39 as presented by Mr DesJardins. Seconded by Ms Duchaine.

Mr Gosselin and Mrs Picavet recused themselves.

Mr DesJardins – This is over half a million dollars and I think we could do better.

Unanimously approved (5-0-2).

ARTICLE 40: To see if the Town will vote to raise and appropriate **\$329,400** for Debt Services.

Included are:

2013 Public Works Road Construction Bond Payment	\$ 228,000
2015 Bond Payment	\$ 101,400

Motion to recommend Article 40 as presented by Mr DesJardins. Seconded by Mr Gosselin.
Unanimously approved (7-0).

ARTICLE 41: To see if the Town will vote to raise and appropriate **\$570,000** for the Capital Improvement Program.

Included are:

Public Works Equipment Reserve	\$ 215,000
Public Works Paving/Road Reserve	\$ 245,000
Municipal Facilities Improvements	\$ 35,000
Fire Department Equipment/Facilities	\$ 75,000

Motion to recommend Article 41 as presented by Mr Gosselin. Seconded by Mrs Picavet.
Motion passed 6-1.

ARTICLE 42: To see if the Town will vote to appropriate the money received from the State for snowmobile registrations, not to exceed \$2,000, to the Raymond Rattlers Snowmobile Club for the maintenance of their network of snowmobile trails, on condition that those trails be open in snow season to the public for outdoor recreation purposes at no charge, and to authorize the municipal officers to enter into an agreement with the Club, under such terms and conditions as the municipal officers may deem advisable, for that purpose.

Motion to recommend Article 42 as presented by Mr Gosselin. Seconded by Mr DesJardins.

Mr Walker – I hope that in future years we can remove this. This is confusing to people who are not following this. There is no need for this article. The monies for the Raymond Rattlers can be put very simply and very easily under our recreation program.

Mr Gosselin – Can I get the explanation of what MMA is telling us?

Town Clerk Look – The point of this is we are giving money to a club that has their own rules and regulations and can use the money they way they want to and could choose to use it for private trails that citizens of Raymond could not use. This is to make it above board. If they were to use the money for private trails that would be to use Town money for a private use and that is illegal. So, what the lawyers at MMA have recommended for years is if you are giving the snowmobile money to a club and not a quasi-Town organization (like the recreation organization) then you need to have this clarified. It also give us something to fall back on if you find that they are using the monies inappropriately.

Motion passed 6-1.

ARTICLE 43: To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) accounts, the Healthcare Reimbursement Accounts (H.R.A.), the Employee Compensation Account, and the Technology salary line.

Motion to recommend Article 43 as presented by Mr Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 44: To see if the Town will vote to raise and appropriate **\$741,881** for the County Tax account.

Motion to recommend Article 44 as presented by Mr DesJardins. Seconded by Mr Gosselin.
Motion passed 6-1.

ARTICLE 45: To see if the Town will vote to appropriate the total sum of **\$1,526,596** from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds, which may be available from the federal government, and any other sources.

Motion to recommend Article 45 as presented by Mr Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 46: To see if the Town will vote to accept certain State Funds as provided by the Maine State Legislature during the fiscal year beginning July 1, 2018 and any other funds provided by any other entity included but not limited to:

- Municipal Revenue Sharing
- Local Road Assistance
- Emergency Management Assistance
- Snowmobile Registration Money
- Homestead Exemption
- Tree Growth Reimbursement
- General Assistance Reimbursement
- Veteran's Exemption Reimbursement
- Business Equipment Tax Exemption (BETE) Reimbursement
- State Grant or Other Funds

Motion to recommend Article 46 as presented by Mr Gosselin. Seconded by Mr DesJardins.
Unanimously approved (7-0).

ARTICLE 47: To see if the Town will vote to authorize Town Staff to make application for and execute any documents related to a grant; and to authorize the Select Board to accept or reject grants, donations and/or gifts of money to the Town of Raymond; and to authorize the expenditure of monies awarded, donated and/or gifted for the purposes specified in the grant, donation, and/or gift.

Motion to recommend Article 47 as presented by Mr DesJardins. Seconded by Mr Gosselin.
Unanimously approved (7-0).

ARTICLE 48: To see if the Town will vote to appropriate from undesignated fund balance (surplus) a sum not to exceed **\$470,000** for the purchase of plow trucks.

Motion to recommend Article 48 as presented by Mr Gosselin. Seconded by Ms Duchaine.

Mr DesJardins – We have another year on our plowing contract. Why is this in this year's budget?

Chairman Bullock – We are authorizing them to purchase the trucks to be prepared for the termination of the contract.

Mr Gosselin – Does this include 3 trucks, 1 new and 2 used?

Town Manage Willard – Yes. They are wheelers.

Mr DesJardins – I think we should wait until the contract is over.

Mr Walker – If we renegotiate with P&K and did have an extended contract I assume that these monies would remain in undesignated fund balance.

Motion passed 6-1.

5) Committee Comments

Mr Walker – I think it is important to get it on the record that the SMAA is serving a group who is the most vulnerable of all people, the elderly. The list of services provided to us included classes for family caregivers which are people who keep their loved ones with them as long as possible, Medicare and insurance counselling, supplemental food program, and meals on wheels. 529 meals on wheels delivered last year in Raymond. The \$1,000 we approved comes out to \$2 per meal delivered. There were comments made about the building that they have, it is the old police barracks in Scarborough. This is a group who is doing good things, their Federal funding has been flat funded for 10 years while the aging population in Maine has gone up dramatically. They are doing a lot of things to help mitigate those needs, but they need help and support from foundations (which they are getting) and they are looking to municipalities to help them out. Most of the municipalities in this area, with the exception of us and Casco, do give money at a rather significant level. I believe in paying my way for things and I think the Town of Raymond has had a history of doing that. I wish the Select Board had allowed the people in the Town of Raymond to make this decision instead of making the decision for them and I am hugely disappointed that we could not correct that. Thank you.

Mr Gosselin – I agree. I would like to have a voice with the provider agencies and it was taken out of our hands.

Mr Richards – I agree with what Brian said. I am not particularly proud that we are the lowest mill rate around. Are there some things that we are not addressing that we should address? I would like to see us be more generous with agencies.

Mr DesJardins – A long-time serving, great volunteer, Betty McDermott passed away and

I would like to offer the family my condolences and thank Betty for her service. We did not always agree on political issues, but that is not what public service is about. She was a wonderful public servant and I thank her.

Chairman Bullock – I think we all echo that to her, Frank, Nick, and the family.

6) Public Comments

Town Manager Willard – Thank you for your work on the budget. We will look forward to seeing you at Town Meeting.

7) Adjournment

Motion to adjourn at 7:19pm by Mr DesJardins. Seconded by Mr Gosselin.
Unanimously approved.

Respectfully submitted,

Susan L Look, Town Clerk