



SELECTMEN'S e-Packet
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January 22, 2008

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**BOARD OF SELECTMEN
AGENDA**
Tuesday, January 22, 2008
7:00 p.m.
JSMS Broadcast Studio

- 1) Call to order.
- 2) Minutes of previous meeting dated January 8, 2008
- 3) New business.
 - a) Chevrolet DerbyFest 2008 overview and request for use of Raymond facilities – Tom Noonan, Sebago Lake Rotary Club
 - b) Appointment of Marshall Bullock to the Budget Finance Committee
 - c) Discuss revision to Raymond Chimney Ordinance – Fire Inspector Craig Messinger
 - d) Department Head Quarterly Reports – Contract Assessor Mike O'Donnell, and Code Enforcement Officers Jack Cooper and Will Cook
 - e) Discussion of criteria for Boston Post Cane award – Town Clerk Louise Lester
 - f) February 5, 2008 Special Town Meeting Warrant for review and approval
 - g) School consolidation information update – Selectman Joe Bruno
 - h) Greater Portland Council of Government (GPCOG) update – Selectman Mike Reynolds
 - i) Executive Session – Personnel Matter as authorized under 1 M.R.S.A. § 405(6)(A)
- 4) Old (unfinished) business.
 - a) none
- 5) Town Manager Report and Communications.
 - a) none
- 6) Fiscal Warrants – Payroll and Appropriation Warrants – January 22, 2008.
- 7) Adjournment.

The Selectmen may take items out of order at their discretion.



**BOARD OF SELECTMEN
AGENDA SUMMARY**
Tuesday, January 22, 2008
7:00 p.m.
JSMS Broadcast Studio

- 1) Call to order.
- 2) Minutes of previous meeting dated January 8, 2008
- 3) New business.
 - a) **Chevrolet DerbyFest 2008 overview and request for use of Raymond facilities – Tom Noonan, Sebago Lake Rotary Club**

Chevrolet DerbyFest organizer Tom Noonan of the Sebago Lake Rotary Club will be providing program information and a specific request for the utilization of certain Raymond facilities to support the upcoming event scheduled for February 22-24, 2008. It is my understanding that the main activities will be held again at Point Sebago in Casco, but that fish weighing and certain non-fishing elements of the event may be held at Raymond Beach. In prior years the town has provided support to the derby which included keeping town parking areas plowed open, Fire Rescue support, and support with planning and traffic routing. At this writing, no detailed information has been received by Mr. Noonan. Town staff will be in attendance at the meeting to discuss any potential impacts or concerns.

b) Appointment of Marshall Bullock to the Budget Finance Committee

Town Clerk Louise Lester has sent an email to Marshall Bullock asking if he would now be interested in serving on the Budget Finance Committee. In November of 2007 Mr. Bullock and Charles Leavitt both expressed interest in serving on this committee, but only one seat was open. Mr. Leavitt was appointed at that time. Now that another seat has opened, Mr. Bullock has indicated that he is willing to fill it.

c) Discuss revision to Raymond Chimney Ordinance – Fire Inspector Craig Messinger

Recently the town received a written request from Raymond resident Phil Allen to consider a revision to the town chimney ordinance. This revision has to do with the allowance of certain UL listed "Metal Fab" chimneys. In years past, these chimneys were not at a life safety standard that provided the Fire Department with a reasonable assurance of safety. Many such devices were involved in chimney fires and contributed to other structure fires. Improvements have been made in these devices, however, to enable the safe utilization of certain Metal Fab chimneys, under certain situations with appropriate oversight, inspection, and follow up inspection in the event of a fire. Local Fire Inspector Craig Messinger will be attending the meeting to discuss this issue preliminary to a decision being made, under agenda item f), to include a possible vote for the allowance of Metal Fab chimneys on the proposed

The Selectmen may take items out of order at their discretion.

February 5, 2008 Special Town Meeting Warrant. Materials related to Metal Fab chimneys and the proposed ordinance revision are attached to the e-packet.

d) Department Head Quarterly Reports – Contract Assessor Mike O'Donnell, and Code Enforcement Officers Jack Cooper and Will Cook

The Board of Selectmen recently reinstated the practice of receiving quarterly department head reports in order to better familiarize themselves with ongoing departmental activities including short and long range goals as well as financial planning. Department head reports will be scheduled until all department heads have had an opportunity to address the Selectmen. These meetings will provide a good opportunity for the Selectmen and the public to become updated on the activities of Raymond's Municipal government by department.

e) Discussion of criteria for Boston Post Cane award – Town Clerk Louise Lester

Enclosed in the e-packet you will find information regarding the proposed criteria for awarding the Boston Post Cane to the oldest Raymond citizen.

f) February 5, 2008 Special Town Meeting Warrant for review and approval

There are two items for consideration on this warrant. The first and most significant has to do with air handling improvements to be made to the Jordan Small Middle School in an estimated amount, not to exceed \$145,000. The second is an amendment to the town's chimney ordinance to allow the installation of Metal Fab chimneys.

g) School consolidation information update – Selectman Joe Bruno

Selectman Joe Bruno will update the Board of Selectmen and the public on the activities of the regional school consolidation committee.

h) Greater Portland Council of Government (GPCOG) update – Selectman Mike Reynolds

Selectman Mike Reynolds will update the Board of Selectmen on the public on the regional initiatives and GPCOG activities affecting Raymond.

i) Executive Session – Personnel Matter as authorized under 1 M.R.S.A. § 405(6)(A)

4) Old (unfinished) business.

a) none

5) Town Manager Report and Communications.

a) none

6) Fiscal Warrants – Payroll and Appropriation Warrants – January 22, 2008.

7) Adjournment.

The Selectmen may take items out of order at their discretion.

Town of Raymond, Maine

Chimney Ordinance

(Original May 1989)

(Revised 1-08)

The installation of "Metal Fab" chimney's will be accepted provided that they are UL approved and approved by the homeowners policy which is currently in place.

We would further require that in the event of a chimney fire in any type of chimney, that the homeowner is responsible to have the chimney inspected by an approved chimney specialist and that proof of said inspection will be furnished to the Town of Raymond Fire/Rescue Department.

***A brief history and explanation of proposed ordinance change:

When researched we found that the Town Officials at the time were very frustrated and concerned with the number of chimney fires that occurred in and around the Town of Raymond. Homeowners at the time were installing sub-par and often times dangerous single walled chimney liners. Today the manufacturers that we spoke with have told us that the current "Metal Fab" chimney's are UL tested up to temperature's of 1600' and some are manufactured with triple linings.

We also researched some local insurance companies and were told that in the event of a chimney fire that most policies mandate an inspection of the chimney and heating device following a chimney fire, therefore the second part of the ordinance was designed to co-exist with those requirements.



Code Enforcement Office

MEMO

To: Board of Selectmen
From: Code Office
Date: January 18, 2008
Re: 2007 year end report

Building activity in Raymond in 2007 reflected the national trend of decreased spending on new housing and home renovation. There were slightly more minor projects than 2006, but new housing and renovation/replacement/additions were fewer than 2006. In 2007, the Code Office began to utilize a "FilePro" data base to track permitting activity. This switch corrupted plumbing and wastewater permit data, but building permit data was converted with only minor problems. Also in 2007, the Growth Management Ordinance came into effect. The criteria for tracking new dwellings has been changed to reflect this ordinance; new dwellings include only dwellings constructed on vacant lots, renovations >50% and replacement dwellings are no longer counted as new dwelling units. The "FilePro" data base has been updated for 2006 to reflect this new criterion, years prior to 2006 have not been updated.

We are also proposing to switch duties in FY 2008 to allow Jack more free time and allow him to have a leave of absence in the winter. Also, we would like to discuss the possibility of enacting an ordinance change to require a permit and fee for activities within the shoreland zone.

The records for 2007 are:

Total number of permits issued: 252
Building: 151
Internal plumbing: 51
Wastewater: 50

Fees collected: \$46,690
Building: \$38,200
Internal plumbing: \$3,475
Wastewater: \$5,015

Number of building permits by type
New single family: 16
Renovation/Addition/Replacement: 46
Other*: 89
*sheds, docks, signs, etc.

Building permit fees by type
New single family: \$15,211
Renovation/Addition/Replacement: \$10,941
Other: \$12,048

Building permit history

year	# of permits	fees (\$)
1998	206	29,124
1999	241	36,372
2000	331	52,070
2001	173	30,234
2002	237	38,824
2003	219	47,084
2004	231	43,130
2005	212	57,735
2006	170	53,406
2007	151	38,200

New single family homes
2006: 26
2007: 16

Proposed changes for 2008

Change of Code Officer and Assistant, change of hours
switch Will and Jack for officer/assistant
reduce daily hours for Jack (to 28 hours/week)
Jack works May-November (6 month leave of absence)
Hourly wage changes under review by Budget Committee

Shoreland Zoning permit/fee
required for cutting of vegetation, filling, landscaping
\$50 fee



401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742
655-3024 (Fax)

MEMO

To: Board of Selectmen
Don Willard, Town Manager

Date: January 16, 2008

From: Louise Lester, Town Clerk

Subject: Boston Post Cane

I have attached copies of my memo from November 30, 2007 which states that the Boston Post Cane is awaiting a new recipient. I have also submitted a copy of my suggested BPC criteria, guidelines, and application as well as a list of our oldest citizens.

In the November memo I asked about Alton Plummer having his name on the plaque since he died after Ernie Knight but didn't live long enough to have the cane awarded to him officially. We don't have a precedent for this that I know of. Mr. Plummer was 96 years old, and I don't believe we have anyone older than that.

In looking at our voter registration records, the oldest person that I know has lived in Raymond for a number of years and continues to on Panther Pond. I will attach the spreadsheet I've devised for other candidates.

There was an advertisement in the January 2008 RoadRunner asked for nominations for the Cane. So far I haven't heard from anyone.



401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742
655-3024 (Fax)

MEMO

To: Board of Selectmen
Don Willard, Town Manager

Date: November 30, 2007

From: Louise Lester, Town Clerk

Subject: Boston Post Cane

Since Ernie Knight died, it is our responsibility to award the Boston Post Cane to the oldest resident in Raymond. I thought it would also be appropriate to develop some guidelines for this work since it has always been "on the cuff" in the past. I have asked some of the other towns how they deal with their honoring of the oldest citizen and think that we should have a plan since some of them have come across problems and possibly created hard feelings in their past. I am not aware of this happening in Raymond so far but feel that it's possible unless we have guidelines.

I have been asked about Alton Plummer having his name on the plaque since he died after Ernie Knight but didn't live long enough to have the cane awarded to him officially. We don't have a precedent for this that I know of. Mr. Plummer was 96 years old, and I don't believe we have anyone older than that.

In looking at our voter registration records, the oldest person that I know has lived in Raymond for a number of years and continues to on Panther Pond. I will attach the spreadsheet I've devised for other candidates. I believe we should advertise in the *Road Runner* in case there is someone else older who isn't registered to vote.

I would like to present this information at the second Selectmen's meeting in December.

THE BOSTON POST CANE

In 1909 the Boston Post Cane was donated by the Boston, Massachusetts newspaper the BOSTON POST to any New England town that qualified for and requested a cane to be held by the town's oldest citizen. Originally there were 431 canes throughout New England. The cane is African ebony with a 14 carat gold head inscribed thus:

Presented by
THE BOSTON POST
to the
OLDEST CITIZEN
of
Raymond, Maine
to be transmitted

This cane has been in continuous use since 1909. Today the cane remains in the Town Hall for its protection and the recipients receive a certificate of recognition.

CURRENT
BOSTON POST CANE CRITERIA

The applicant for the Boston Post Cane must be a Raymond resident though they may be living outside of Raymond with family or in a assisted living/nursing facility. It is understood that the person would be living in Raymond if it were possible.

The applicant must provide proof of their age.

The applicant understands that they will be the ceremonial holder of the cane and that the cane will remain in the Town Office. The applicant will be given a certificate saying that they are the holder of the cane.

PROPOSED
BOSTON POST CANE GUIDELINES
Raymond, Maine

The Boston Post Cane tradition was established in 1909 by the *Boston Post* newspaper. A special cane was presented to the Board of Selectmen in 431 towns in New England, to be presented as an honor to each town's oldest resident. The recipient held the honor as long as he/she lived. Upon his or her death the cane would be awarded to the next oldest resident.

The Cane would belong to the town and not the resident who received it.

To provide for preservation and public awareness of the tradition and protection of the cane from loss or damage, the Town of Raymond will establish a protocol and definition for Raymond's oldest resident.

Eligibility and Selection:

The holder of the Cane must be the oldest known resident and must reside in the Town of Raymond for a minimum of the last ?? years.

The term 'resident' refers to a person who has physically resided at a fixed, permanent and principal home in the town.

Recognizing that the Town has no formal means of identifying residents by age, selection of the honoree shall be by the Board of Selectmen and the Town Clerk.

Method to Search for Oldest Resident:

There shall be a notice posted and publicized in other ways which are normally seen by the residents. Nominations for those residents who can prove their age and have been a resident of Raymond for a minimum of the last ?? years. All nominations must be received in the Town Clerk's Office 30 days from the date of the posting of the notice. The search may also include an informal survey, general public knowledge, and inquiries to nursing homes, civic groups, and churches or by nomination from family or friends. A nomination form may be obtained from the Town Clerk's Office or on-line at www.raymondmaine.org

Presentation:

The Chair of the Raymond Board of Selectmen or his/her designee shall present Raymond's oldest resident with a certificate signifying the honor and shall cause the name of the honoree to be inscribed on a plaque displayed along with the original Boston Post Cane at the Raymond Town Hall, as well as a picture of the recipient and a brief biography.

The location of the presentation will be determined according to the circumstances of the honoree.

The recipient will retain this honor as long as he/she lives even though another resident may become eligible. The Town Clerk's Office must be notified if the recipient of the Boston Post Cane dies or otherwise refuses or returns the honor. At that time the Town Clerk shall determine the new oldest resident of Raymond and present the name to the Board of Selectmen.

PROPOSED
BOSTON POST CANE NOMINATION FORM
Raymond, Maine

Name of Nominee: _____

Nominee's address: _____

Nominee's Date of Birth: _____ Telephone #: _____

Year Nominee became a Raymond resident: _____

Please attach proof of birth and residency when submitting form.

Name of Person
Making Nomination: _____

Address: _____

Telephone #: _____

Email Address: _____

Please forward form and attachments to:

Town Clerk's Office
401 Webbs Mills Road
Raymond, Maine 04071
Tel. 207-655-4742 ext 21
Fax: 207-655-3024
louise.lester@raymondmaine.org

Carter	Gladys E.	660 Webbs Mills Rd		11/10/1899
Lappin	Marion H.	33 Wild Acres Rd		11/4/1894
Grant	George B.	5 Inlet Point Rd		12/31/1899
Lapauloue	Lori A.	3 Gardner Rd		12/31/1899
MacDaid	Leonora A.	12 Raymond Hill Rd		12/31/1899
Moore	Randy L.	1 Conesca Rd		12/31/1899
Nelson	Pamela J.	16 Dolimont Rd		12/31/1899
Cole	Annette	1 Cape Rd		11/15/1900
Thomas	Jane T.	1 Meadow Rd		2/22/1905
Milley	Pearl S.	1 Turtle Cove Rd		1/17/1910
Sawyer	Donald S.	1 North Raymond Rd		4/10/1910
Neilson	Hazel L.	5 Webbs Mills Rd		12/16/1910
Carey	Elizabeth	737 Webbs Mills Rd		4/3/1911
Williams	Ruth H.	467 Webbs Mills Rd		3/3/1912
Minott	Agnes M.	1 Papoose Island Rd		9/17/1912
Williams	Irene E.	5 Williams Ln	PO Box 202, Raymond	10/12/1912
Baird	John	33 Kings Grant		1/13/1913
Lane	Laura M.	10 Notched Pond Rd		11/6/1913
Morris	Orren P.	1477 Roosevelt Trail		5/20/1914
Mills	Ida M.	11 Main St		10/22/1914
Winant	Mary E.	80 Main St		8/11/1915
Strout	V. Raymond	132 North Raymond Rd		11/15/1915
Riechel	Willara	19 Farm Rd		12/7/1915
Winckler	Elroy C.	167 Meadow Rd		12/19/1915
Newton	Lillian L.	36 Hawthorne Rd		12/22/1915
Littlefield	Barbara C.	39 Gardner Rd		1/11/1916
Emery	Franklin C.	15 Deer Pond Rd		5/14/1916
Long	Harry	46 Webbs Mills Rd		5/22/1917
Hamilton	Elsie M.	13 Vista Rd		6/11/1917
Parker	William H.	23 Murch Landing Rd	PO Box 103, S. Casco	6/20/1917

Riley

Margaret S.

75 Mill St

7/23/1917

TOWN OF RAYMOND
Tuesday, February 5, 2008

SPECIAL TOWN MEETING WARRANT

TO: Jack Cooper, a resident of the Town of Raymond, in the County of Cumberland and State of Maine.

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Raymond, qualified by law to vote in Town affairs, to meet at the Jordan-Small Middle School Broadcast Studio, in said Town of Raymond on Tuesday, February 5, 2008, at 7:00 pm, then and there to act on the following articles:

ARTICLE 1: To elect a moderator to preside at said meeting.

ARTICLE 2: To see if the town will vote to appropriate a sum not to exceed \$145,000 from undesignated school fund balance (surplus) for the purpose of improvements to the Air Quality system at Jordan Small Middle School. Said amount to be in addition to amounts previously authorized for the 2007-2008 school budget.

The School Board recommends adoption of this article.

ARTICLE 3: Shall the Chimney Ordinance be amended to change the language as follows?

The installation of a factory built metal chimney will be accepted provided that they are UL approved and approved by the homeowners policy which is currently in place. A factory built metal chimney installed in accordance with the state adopted NFPA 211. We would further require that in the event of a chimney fire in any type of chimney, that the homeowner is responsible to have the chimney inspected by an approved chimney specialist and that proof of said inspection will be furnished to the Town of Raymond Fire/Rescue Department.

The Selectmen recommend or not adoption of this article.

EXPLANATION: When researched we found that the Town Officials at the time were very frustrated and concerned with the number of chimney fires that occurred in and around the Town of Raymond. Homeowners at the time were installing sub-par and often times dangerous single walled chimney liners. Today the manufacturers that we spoke with have told us that the current factory chimney's are UL tested from temperature's of 1700 to 2100 degrees and some are manufactured with triple linings.

We also researched some local insurance companies and were told that in the event of a chimney fire that most policies mandate an inspection of the chimney and heating device following a chimney fire, therefore the second part of the ordinance was designed to co-exist with those requirements.

Given under our hands this 22nd day of January AD 2008.

Mark Gendron

Joseph Bruno

Dana Desjardins

Michael Reynolds

Lawrence Taylor

Selectmen of Raymond