Town of Raymond
Informational Packet
Regarding Placement of
Community Dock at
Raymond Veterans' Memorial Park

Town of Raymond
401 Webbs Mills Road
Raymond, Maine 04071
(207) 655-4742
www.raymondmaine.org

Index

Page

Letter from Town Manager..... 3

Background.....4

Summary of Information..... 5

Memo from Public Works..... 6

Memo from Code Enforcement Officer.....7

Memo from Finance Director RE: Insurance costs.....8

Correspondence from Raymond Conservation Committee Chair.....10

Draft Milfoil Mitigation Plan from RWPA.....11

Appendices

Minutes from August 14, 2012 Selectmen's Meeting..... 21

Minutes from October 16, 2012 Selectmen's Meeing..... 28

Community Dock Proposal Presentation..... 32

Minutes from November 8, 2012 Interest Group Meeting..... 36

Town of RAYMOND
Home of the Landlocked Salmon
INCORPORATED 1803

Don Willard
Town Manager
don.willard@raymondmaine.org

Town Office 655-4742
Fax 655-3024

Assessing Extension 25
Code Enforcement Extension 42

Fire/Rescue/Dispatch
(non-emergency) 655-7851

Public Works Garage
655-2018

December 18, 2012

Nick Hardy
Raymond Revitalization Committee
P.O. Box 1200
Raymond, ME 04071

RE: Proposed Raymond Community Dock

Dear Nick:

I am pleased to present to you with the materials compiled based on related talks for a proposed community dock at the Veterans' Memorial Park brought forward by the Revitalization Committee. I thank you for your patience with the process as we explored all of the different concerns raised with this project. Though the town staff has provided administrative support for this project and appreciate potential benefits to the public and private sectors, I also want to express what I know is our shared goal of ensuring the protection of Raymond's waterways as a highest priority.

I hope that you find this information helpful and please let me know if the Raymond Revitalization Committee needs any additional support as you move forward with your proposal to the Selectmen.

Sincerely,

Don Willard

Don Willard
Town Manager

Background

In the summer of 2012, the Code Enforcement Officer was approached by the Raymond Revitalization Committee about installing a donated dock on public property to encourage access and related business activity from boating traffic via Sebago Lake. The suggested location for the proposed dock was at the Raymond Veterans' Memorial Park located off of Route 302/Roosevelt Trail. It is reported that the subject area was already being utilized on a non-supported basis for this use.

The Code Enforcement Officer had indicated that because the property was Town-owned land, the project would need to receive authorization from the Board of Selectmen. At the August 14, 2012 Selectmen's meeting the Code Enforcement Officer made the Selectboard aware of the request. There were several citizens and representatives of interested party groups, that spoke in favor and against the proposal. It was decided that a formal plan and study would be required before the project should come before the Selectmen again.

On October 16, 2012, Nick Hardy of the Raymond Revitalization Committee presented information about the proposed dock, including information to address the concerns raised at the previous meeting. The Selectboard expressed some support for the idea, but stated that more information was required for a formal approval to be rendered. The Town Manager offered to gather an interested parties list in order to address the concerns raised and gather input from these parties.

Staff then worked to create a list of potential interested individuals and groups:

- ✔ Lakes Environmental Association (LEA)
- ✔ Maine Department of Environmental Protection (MDEP)
- ✔ Maine Department of Inland Fisheries and Wildlife (IF&W)
- ✔ Maine Department of Transportation (MDOT)
- ✔ Raymond Conservation Committee (RCC)
- ✔ Raymond Waterways Protective Association (RWPA)
- ✔ Raymond Veterans' Memorial Park Committee

As well as involved staff members:

- Town Manager
- Public Works Director
- Code Enforcement Officer
- Finance Director

Staff also compiled a list of concerns that were raised by the public at the meetings as well as forwarded to the Town Manager:

- Milfoil investigation, including level(s) and location(s) of infestation(s);
- Operational plan for possible mitigation;
- Fundraising plan for any mitigation including engaging private and non-profit entities;
- Exploration of environmental issues, including any impacts of proposed dock and related spread of milfoil;
- Cost of initially launching the dock, method of securing the dock, as well as cost/logistics of installing and removing every year;
- Additional cost to Town's insurance plan for dock to be included;
- Eventual replacement cost of the dock and estimate on useful lifespan;
- Cost and content of any new signage;

- Cost and design of walkway to the dock;
- Cost of rip rap for erosion control for dock and walkway;
- Cost estimate of all related town labor;
- Policing and trash pick-up- discussed possible temporary staffing solutions also using cameras to monitor site;
- Lighting of site, if deemed necessary;
- Temporary vs Permanent dock- cost and State permitting;
- Route 302 crosswalk improvements;
- Plan to control and regulate unwanted impacts on the Veterans' Park, including overnight parking;
- Plan to regulate or prohibit fishing from the proposed dock;
- Plan to limit/regulate time and/or number of tie ups; and,
- Ongoing discussions related to what organizations, stakeholders, and individuals/taxpayers to involve in study.

On November 8, 2012, a meeting was held (see minutes for attendance list) to discuss the concerns raised and site conditions of the proposed dock location. It was decided that Town Department Heads would deliver information concerning the town's involvement with the project including insurance costs, permitting, and installation/maintenance of the dock. This information would be included in a report to be delivered to the Raymond Revitalization Committee for their final proposal to the Selectmen. The concensus of the group was regardless of the future of the dock proposal that given the importance of the environmental health of Raymond's water bodies, that the level of public/private support to combat the spread of milfoil and maintain the health of the watersheds needed to be evaluated and likely increased.

Summary of Information

Following is information submitted by Town Department Heads and Organizations concerning the potential impacts of the proposed dock.

Public Works: Concerning the installation and erosion control measures and cost; cost of staff time for the initial launch of the dock and then its subsequent yearly launch and retrieval; and, replacment cost of the dock.

Code Enforcement: Permitting procedures involved on both state and local level and related costs.

Finance Director: Potential impact to town's insurance policy.

Conservation Commission: Addressing milfoil concerns and history of treating that area in the past.

Raymond Waterways Protective Association: Milfoil management plan and associated costs.

Appendices: Related materials and history involved in staff decision making

401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742
Fax 207.655.3024

Memorandum

Date: December 5, 2012

To: Don Willard, Town Manager

From: Nathan White, Public Works Director

Re: Community Dock Proposal

At the November 27, 2012 meeting regarding the proposed community dock at the Veterans' Memorial Park, information was requested regarding setup, maintenance and replacements costs. Below are the estimated figures based upon current costs, but I do not anticipate that these figures will be exceeded.

1. Site Preparation: This will include constructing a 4'(w) x 80'(l) path to direct traffic from the parking lot to the dock ramp; rip rap along the bank edge to reduce erosion at the dock site; ordering and installing aluminum poles to support the dock; and, ordering and installing new signage.
    - Materials and labor for path: $1,000.00
    - Rip rap/erosion control: $ 500.00
    - Aluminum poles and labor to install: $ 150.00
    - New signage and labor to install: $ 500.00

      Estimated Total: $2,150.00

2. Yearly Costs: This is the cost to launch, remove and maintain the dock annually.
    - Launch: $ 200.00
    - Remove: $ 200.00

      Estimated yearly total: $ 400.00

3. Replacement Cost: This is the estimate replacement cost for the 4'x16' dock and the 4'x12' ramp per Phil Michaud of Panther Pond Marina, the individual donating the dock.
    - Replacement Cost: $3,000.00

401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742
Fax 207.655.3024

Memorandum

Date: November 27, 2012

To: Don Willard, Town Manager

From: Chris Hanson, Code Enforcement Officer

Re: Proposed Community Dock

The permit requirements for the proposed Town Dock are:

1. Dock Permit Application filed with the Town Code Enforcement Office.
   - This would be for a Temporary Dock, so State approval would not be necessary.
   - All I need is the Selectman's approval and a plot plan showing the proposed location.
   - The Permit fee would be waived for the Town.

2. A Permit by Rule from the DEP would be required for work associated slope stabilization in the area where the Dock would be installed. These usually take 14 days. I have application's in my office. The fee for the application is $70.00.

401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742
Fax 207.655.3024

Memorandum

Date: November 26, 2012

To: Don Willard, Town Manager

From: Nancy Yates, Finance Director

Re: Insurance for Community Dock Proposal

As you can see by the attached, I asked Jeff Vermette about the Dock Project back in July. He seemed to think there would be minimal additional cost to the Town.

-------- Original Message --------
Subject: RE: Town of Raymond Insurance
Date: Wed, 18 Jul 2012 20:05:15 +0000
From: Jeff Vermette <jvermette@crossagency.com>
To: 'Nancy Yates' <nancy.yates@raymondmaine.org>

To be honest with you Nancy, I don't think that there would be anything for this year in the way of cost, on the renewal next year it might be very minimal.

Your responsibility is to keep the dock in good repair, making sure that it is safe to traverse. The only way for you to be liable is if way falling down our not maintained properly and someone fell as a result of that. It should be posted that the Town asumes no liability if used it is at the person own risk.

Hope this answers your question.

Did you get the form I sent over to you to sign?

Jeff

-----Original Message-----
From: Nancy Yates [mailto:nancy.yates@raymondmaine.org]
Sent: Wednesday, July 18, 2012 3:46 PM
To: Jeff Vermette
Subject: Town of Raymond Insurance

Hi Jeff,

Don't know if you noticed the front page of last Friday's "Lakes Region Weekly" and the story about access to Raymond businesses from Panther Run (where the Veterans' Memorial Park is). IF the Town decided to put a dock there so that boaters could access the local businesses, could you give us an idea of the cost difference in our insurance? What would we be opening ourselves up to, greater than we already are with the picnic tables, etc?

Thanks,
Nancy

Town of RAYMOND
Home of the Landlocked Salmon
INCORPORATED 1803

401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742
Fax 207.655.3024

Memorandum

Date: November 9, 2012

To: Don Willard, Town Manager (via email)

From: Chairman, John Rand, Raymond Conservation Commission

Re: Proposed Town Dock Facility at Veterans Memorial Park

Assuming any other issues with the project could be overcome (managing safe pedestrian crossing of Route 302 comes to mind), one approach for reducing the risk of spreading milfoil would be a well marked and maintained channel, requiring a May and mid season treatment with the Milly to clear all milfoil. It would likely need to include a cleared holding area just offshore of the dock where boats could wait as needed - with engines off -, until a slot at the dock opened up. Some level of inspector presence and/or fragment collection could be needed depending on the quality of channel maintenance. I recall that Panther Run Marina had their dock and channel space dredged about 8 winters ago, requiring DEP permitting. This knocked the variable leaf milfoil down for a bit, but from the sounds of it, not permanently.

LEA has implemented marking on the Songo to keep traffic clear of hotspots, Peter Lowell would be a good contact for a first hand report of the effectiveness of this method. Betty, I am sure, also has some valuable insight.

Raymond Waterways Protective Association
P.O. Box 1243
Raymond, Maine 04071

Milfoil Management Plan

for

Jordan River/Jordan River Marina Condo Association/Panther Run Marina/Indian Point

Background

Variable-leaf milfoil is an aggressive plant that forms dense mats that clog waterways and crowd out native aquatic plants. If often chokes off the habitats of fish and other wildlife, and can create ideal breeding areas of mosquitoes. Milfoil's thick growth can also make lakes less usable for recreational purposes, including boating, swimming and fishing. Variable Leaf Milfoil is documented as growing densely in the Lower Jordan River/Panther Run Marina/Indian Point areas. It has also been found at Port Harbor Marina, Bayview, Turtle Cove, Mason Cove, Upper Jordan River, Frye Island, Dingley Islands, Songo River, Sebago Cove, Batcheldor Brook, West Shore Road, Eel Cove, and Indian Island to name just a few Sebago Lake locations and its tributaries.

Since 2009, the Raymond Waterways Protective Association (RWPA) has supported activities to monitor and research milfoil growth in the Raymond area of the lake. The RWPA has also supported the inspection of boats coming into and leaving the lake to help prevent its spread to other local lakes.

Sebago Lake is the primary drinking water supply for 200,000 people in 11 communities. Sebago Lake is a 30,513-acre lake, the second largest lake in Maine, and is located in the Towns of Sebago, Naples, Casco, Raymond, Standish and Windham. The lake has a direct watershed of 171 square miles, a total watershed of 361 square miles and is part of the larger Casco Bay Watershed. The lake has approximately 99.7 miles of shoreline, most of which is privately owned. Currently, Sebago Lake's shoreline is heavily developed with over 2,300 seasonal and year round homes. Sebago Lake currently has 12 public boat launches, eight marinas and the Sebago Lake State Park. In addition, there are currently seven popular summer camps for boys and girls on Sebago Lake. The lake is highly valued as a year round recreational destination. The Maine Department of Inland Fisheries and Wildlife manages Sebago Lake for lake trout and landlocked salmon. Sebago Lake is the only Southern Maine Lake that supports an indigenous landlocked salmon population.

Purpose:

The purpose of this document is to establish a Milfoil Management Plan for the Jordan River/Jordan River Marina Condo Association/Indian Point Owners Association and Panther Run Marina area. The plan aims to outline activities that the RWPA and the community will need to take for the initial removal of milfoil and the future maintenance required in order to continue the recreational use of the lake we have all come to expect.

Because this is a natural system that is being considered for management, it is impossible to accurately predict a management course over five years that could be heavily dependent on uncontrolled natural circumstances (weather patterns, temperature, etc). This management plan should be considered a dynamic document that is geared to the adaptive management approaches considering actual field conditions that present themselves in this waterbody.

DRAFT

Milfoil Management Options for Variable Leaf Milfoil

Common Approaches:

- **Removal by hand -** The process of diving and bagging milfoil infestations is one of the best ecological solutions, and requires workers to correctly distinguish Variable leaf milfoil from other aquatic species. It is labor intensive and care must be taken when removing plants to ensure the least amount of fragment spread. Surface support is also important and can assist in collecting any fragments that break away.
- **Diver Assisted Suction Harvester –** Essentially employs the hand removal technique but instead of collecting plants and bagging, the milfoil is fed into a tube which is then suctioned and loaded onto the boat into baskets or other containers.
- **Benthic Barriers** - Benthic barriers are covers that lie on the bottom of the lake for a period of time, blocking out the light and helping to control the growth of Milfoil. Experiments that other lakes have conducted have shown effective control of the weeds for the entire summer by placing barriers in the infested areas in early May or ice out and leaving them down for 60 days. This is also a labor intensive effort but the material costs are low and it is an effective method for small areas of high infestation that may be blocking swimming and boating areas. The RWPA has and continues to use the barriers in the Upper Jordan River with great success and does have a permit from the State of Maine to do so.
- The **combination** of the above has proven effective in the Songo River and other local water bodies. The RWPA will employ each of these techniques, considering each area individually to maximize best management practices.

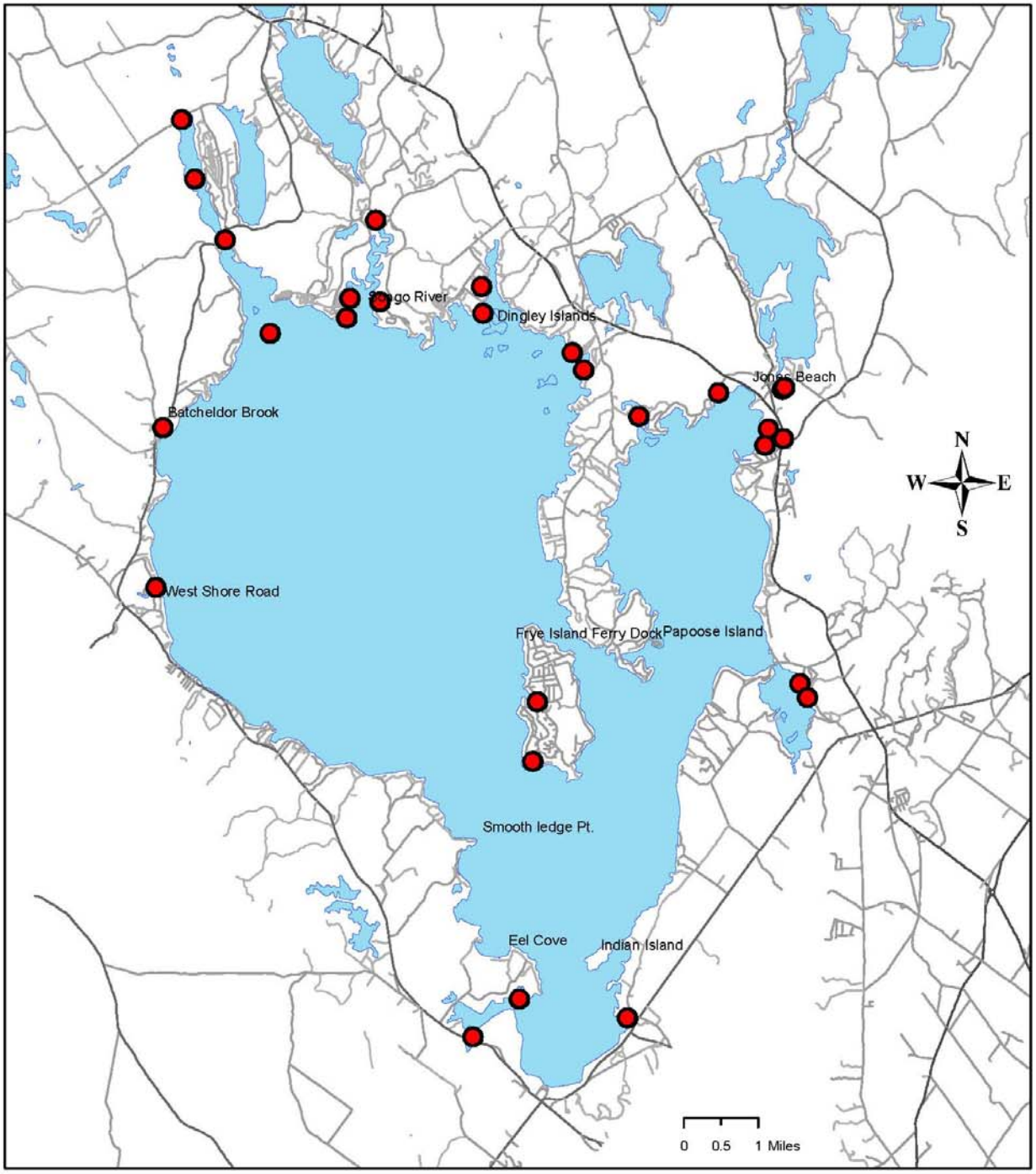
Uncommon Approaches:

- **Harvesters/Mowers** - Milfoil mowing involves the cutting or mowing of the upper part of a heavily infested bed. Essentially, the pruning/mowing of the plant encourages denser root systems and never removes or kills the plant. The cost of a harvester/mower runs approximately $150,000+ and this approach mows only the top and encourages the plant growth to resemble a carpet and to reproduce.
- **Herbicides** - Are not being considered or recommended in this plan due to several reasons including, the large size of the lake, the fact that this is a drinking water source, and non-effectiveness in other lake watersheds.

Infested Areas of the Lake

The major areas of current infestation are spread around the lake and include West Shore Road, Batcheldor Brook, Sebago Cove, Songo River, Dingley Islands, Kettle Cove, Frye Island, Turtle Cove, Mason Cove, Port Harbor Marine, Bayview Estates, Lower Jordan River which includes Indian Point, Panther Run Marina and Jordan River Marina Condo Association, Sebago Lake Basin, and a few additional areas within the Portland Water District Two Mile Limit No Bodily Contact. A map of the current locations of milfoil colonies is shown below:

DRAFT



2011 Milfoil Survey

Variable leaf milfoil (Myriophyllum heterophyllum) rooted colony present

Throughout the year, the Portland Water District receives numerous reports of milfoil as well as other possible invasive plant infestations in Sebago Lake. Some reports turn out to be native "look alikes" while others are new colonies of variable leaf milfoil, previously unknown to the Water District. In 2011 no new colonies were reported.

Milfoil Management Plan

The objective of this Plan is to outline the activities that the RWPA and the community will need to take to continue to minimize the effect of heavy milfoil infestations that would prevent recreational use of the lake. Based on the invasive nature of variable leaf milfoil and the current state of plant growth in this area, it is urgent that milfoil management occurs now before it becomes uncontainable.

1.) **Education & Outreach** - RWPA will continue to educate the community on the changes that are taking place on the lake as a result of Milfoil infestations. RWPA will work in partnership with Raymond Revitalization Committee Members, local condo and owner associations to coordinate the effort. RWPA will collaborate with Lakes Environmental Association in the planning of the Sebago Lake Milfoil Summit to be held on January 25, 2013 at St. Joseph's College in Standish. This will include information on the RWPA website, articles in the local papers, placing and maintaining the milfoil buoys, etc.

2.) **Protection** - RWPA will also continue to help protect other lakes and rivers in the area by supporting the prevention of milfoil to other waterbodies through the Courtesy Boat Inspector Program. The immediate threat is preventing the spread to any other lakes and rivers in the Raymond area that includes, Thomas Pond, Panther Pond, Crescent Lake, Raymond Pond, Notched Pond and the Tenney River. RWPA currently supports and participates in the Courtesy Boat Inspection (CBI) program by providing inspectors at Sebago Lake/Raymond Beach, Thomas Pond, Crescent Lake and Panther Pond launches.

3.) **Mitigation -** The RWPA has primarily been involved in the Education and Protection/Prevention activities listed above. Since 2010, the RWPA expanded that scope to help in mitigating the effects of heavy infestations with the startup of the Diver Assisted Suction Harvester (DASH) or the *Milfoiler.* In addition, the RWPA also continues to install benthic barriers in the Upper Jordan River which has seen great success.

   a. The RWPA will begin a new effort to control milfoil in 2013 that will involve hiring a commercial dive company with experience in harvesting milfoil in the early season and will follow up with our own DASH to maintain the plant growth. This approach will require continuous and active follow up in the coming years to help suppress plant growth.

   b. This effort will need to be well coordinated, long term and a multi-faceted community wide effort with financial support from the Town, the business community, associations and landowners alike. In addition, a substantial monitoring and reporting effort will be required by CBI's, marina owners, landowners, lake users, etc. Due to budget cuts at the federal and state level, grant funds for milfoil control programs has decreased and will likely continue to dwindle. RWPA will continue to submit grant applications to local foundations in hopes they are supportive of these types of efforts.

RWPA is committed to working with residents and the community to help mitigate local infestations in the following way:

- Residents on the lake who think they have a milfoil infestation can contact RWPA and request and inspection of their area to assure that it is in fact variable leaf milfoil and provide recommendations as to what actions can be taken.

DRAFT

- If the infestation is relatively small, affecting recreational use, the RWPA can assist residents with a milfoil mitigation plan through the use of Benthic Barriers or Hand Pulling.
- Residents will be responsible for providing the materials for the barriers and to install and remove the barriers and RWPA will provide the instruction and coordination of construction.
- RWPA will utilize the permit that has been granted by the State of Maine for the installation of Benthic Barriers and plant removal.
- RWPA, in conjunction with MDEP, the Town, landowners, and marina owners will work to identify, mark and restrict boat traffic in some known infested areas to prevent spreading of milfoil.

ACTION PLAN

1) Technical Assistance/Plan Implementation:

- Provide technical assistance to the Town of Raymond, the Raymond Revitalization Committee, business owners, associations, and landowners regarding protection of our water resources with regard to the proposed boat dock installation at the Memorial Park area.

2) Lower Jordan River from Route 302/Indian Point/ Panther Run Marina:

A combined effort from a commercial dive company, the RWPA, local businesses, landowners and the town will be needed to combat the milfoil in this area.

- New England Milfoil - commercial dive company to spend 20 to 25 days for initial removal of milfoil in this area.
- RWPA will work with local business owners, landowners and the town to coordinate the mitigation process with New England Milfoil Company.
- RWPA to provide support to New England Milfoil during plant removal.
- RWPA to provide and place benthic barriers in the areas that are conducive to barriers.
- RWPA to conduct periodic surveys and maintenance/plant extraction. This will be necessary on an annual basis to ensure the density of plant growth is controlled.

3) Upper Jordan River down to Route 302:

- Complete updated survey to determine extent of milfoil from the Panther Pond dam to Route 302.
- Hire a crew to focus on constructing and placing benthic barriers in the river as we continue to work our way down towards Route 302.
- Remove existing barriers, inspect, repair and re-set.
- Purchase needed materials to construct benthic barriers.

4) Community Monitoring:

- RWPA will coordinate a community monitoring program or weed watcher effort. The community will complete opportunistic inspections and in general “keep an eye open” for new or recurring infestations.
- Community members will be encouraged to contact RWPA to report any new or recurring infestations.

DRAFT

5) Removal & Disposal:

- Details still need to be determined but options include:
  - Perhaps a local nursery or farm would want to compost?
  - Plant material will be off-loaded to a holding area.
  - Raymond Public Works will pick up and dispose of all plant material on a daily basis

Milfoil Management Plan Budget Lower Jordan River/Jordan River Marina Condo Association/Panther Run Marina/Indian Point Upper & Lower Jordan River – Benthic Barriers							
			A.	**B.**	**C.**	**D.**	**E.**
			NE Milfoil 2013	**RWPA 2013**	**Total 2013**	**RWPA 2014**	**RWPA 2015**
Contractual	New England Milfoil - 20 days		$25,200				
RWPA Personnel							
	DASH Coordinator @$15/hr, 8 hrs/wk, 3 wks			$360		$816	$1,080
	Captain @$12/hr, 35 hrs/wk, 3 wks			$1,260		$1,365	$1,470
	2 crew @$10/hr, 30 hrs/wk, 3 wks			$900		$900	$900
	Diver @$20/hr, 25 hrs/wk, 3 weeks			$1,500		$1,500	$1,500
	Workers Comp/SSI			$950		$1,000	$1,050
	Exe Dir – Education & Outreach			$1200		$1000	$800
Boat-existing	Repairs/Maintenance			$3,500		$2,500	$2,000
Equipment & Supplies							
	Diver Air System/Maintenance			$4,500		$500	$500
Upper Jordan River	Benthic Barrier materials=rebar, shrink wrap or geotextile			$750		$150	$150
	Staff/3 crew members/diver-pt			$1,500		$850	$850
Total			**$25,200**	**$16,420[1]**	**$41,620**	**$10,581[2]**	**$10,400**

DRAFT

[1] The $14,920 represents only the estimated costs for Jordan River area only. This does not include the other marinas, canals and coves within the Town of Raymond.
[2] Columns D & E only reflect RWPA cost and does not include the potential for hiring commercial dive team.

Key to Survey Maps on the following two pages:

“0” = No plant colonies found to “10” = dense plant population

Map 1 example:

Section 3A was surveyed and found to have: two areas of dense growth (#10’s) and one with none (#0)

DRAFT

Map 1

Map 2

(MAP 2) 2012
PANTHER RUN MARINA
PARTIAL INDIAN POINT
O#S = START OF SEASON SURVEY - MAY 30th 2012
O#S = MID SEASON SURVEY AUGUST 2012
BOATRAMP
1
2
3
K
L
M
N
O
P
Q
R
S
T
U
V
W
X

New England Milfoil
391 Center Conway Road
Brownfield, ME 04010

Estimate

Customer

Town of Raymond
401 Webbs Mills Road
Raymond, ME 04071
Attn: Betty Williams

Date	Estimate No.	Project
11/12/12	174	

Item	Description	Quantity	Cost	Total
Lake Package	2 Certified Weed Control Divers, 1 Harvester Operator/Tender, DASH boat, Shuttle Boat	20	1,260.00	25,200.00

Total **$25,200.00**

BOARD OF SELECTMEN
Minutes*
August 14, 2012

SELECTMEN'S MEETING

Present: Chairman Sam Gifford, Vice-Chair Lonnie Taylor, Parliamentarian Joe Bruno, and Charly Leavitt.

Absent: Mike Reynolds

Staff: Don Willard, Town Manager; Chris Hanson, Code Enforcement Officer; Nathan White, Public Works Director; Louise Lester, Town Clerk; and Danielle Loring, Recording Secretary.

Other:

1) Call to order. Chairman Sam Gifford called the meeting to order at 7:00pm and a quorum was declared.

2) Minutes of previous meeting dated:
- **June 19, 2012**

MOTION: Joe Bruno motioned to accept the minutes; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

3) PUBLIC HEARING

a) General Assistance Ordinance Appendices A-C 2011-12 Annual Update

Mr. Gifford explained the purpose of the public hearing and the process of amending the General Assistance Appendices. He opened the public hearing for comment and there was none. Mr. Gifford closed the public hearing at 7:02 pm.

MOTION: Joe Bruno motioned to accept new guidelines for General Assistance; seconded by Lonnie Taylor.

DISCUSSION: None

VOTE: UNANIMOUS APPROVAL (4/0)

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

b) Application for New Special Amusement License:
Doug Maher (11 Hale Road, Raymond)
A La Mexicana located at 1227 Roosevelt Trail

Mr. Gifford explained the purpose of the public hearing and opened it the hearing for public comment and there was none. He closed the public hearing at 7:03 pm.

MOTION: Lonnie Taylor motioned to approve the special amusement license for Doug Maher at 11 Hale Road for A La Mexicana located at 1227 Roosevelt Trail; Joe Bruno.

DISCUSSION: Mr. Gifford corrected that the application was actually under Evelia Maher.

VOTE: UNANIMOUS APPROVAL (4/0)

4) Policy Review

Peddler's Ordinance- Chris Hanson, Code Enforcement Officer

Mr. Hanson explained that he had was trying to clarify some issues within the ordinance; one being the number of allowed licenses and the other being the process of obtaining a license. He explained that the Board had expressed before that they did not intend the Raymond Beach Management to use one of the two allowed Peddlers Licenses. However, he could not issue more than two because of the language in the ordinance. The other issue was that there had been complaints regarding peddlers setting up near established businesses.

Mr. Bruno suggested that the Board conduct a review of the ordinance. Ms. Lester commented that she felt that the purpose of the ordinance was to protect stationary retailers and Mr. Leavitt added that he also thought that it was to promote highway safety, but Mr. Hanson added that he had not had any complaints regarding safety hazards caused by peddlers. Mr. Bruno asked that staff conduct a search or neighboring towns' ordinances, paying particular attention to the number and cost of licenses.

5) New Business

a) Presentation of Panther Pond Phase II Erosion Control Grant- President Peggy Jensen, Panther Pond Association

President Peggy Jensen, Panther Pond Association, thanked the Town for their support for the 5 years over the time of the grant. She explained that the efforts helped stop tons of sediment from entering the lake. She added that Panther Pond Association was recognized by Cumberland County Sand Soils and Waters Association for their volunteer efforts and she explained that they wanted to maintain the progress through "mini" grant program as well as accomplish more.

b) Presentation by Raymond Conservation and Loon Echo Land Trust Concerning Proposed "Community Forest" Off of Conesca Road- Carrie Wallia (LELT) and John Rand (RCC)

Carrie Wallia, Loon Echo Land Trust, and John Rand, Raymond Conservation Commission, explained that they were working on a concept proposal to acquire land from Hancock Lumber to create a community forest. They were looking for the Town's support because it would give them the drive to continue forward with this project. This would be the third conserved land over 250 acres in Raymond. Ms. Wallia explained that they would look at income strategies to either make payments in lieu of taxes or timber sales. Mr. Leavitt suggested that they should look into place a cell phone tower in that location.

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

Mr. Rand continued that he did not want these lands to be viewed as locked away conserved lands and they would like public input through the Raymond Conservation Commission's website. He added that could come back again in 2-3 months to discuss appraisal that was scheduled to be done. Mr. Gifford stated that he would like to see more information before committing to anything. Mr. Bruno suggested reaching out to local associations to get more support from people in the area and he wanted to know how funding source will be replaced once taxes are not being paid.

Mr. Willard asked if they though the town had a good chance of receiving grant funds and Ms. Wallia replied that she believed so because they had a good track record.

c) Raymond Revitalization Committee Request for Dock at Panther Run- Chris Hanson, CEO

Mr. Hanson explained that he had received a request to put a dock off from the Veterans' Memorial Park so that boaters could access the commercial district. He explained that he was bringing this matter to their attention because he could not approve this request without town approval. He added that there were concerns about the affects of dock on traffic and the water quality.

Mr, Gifford wanted to know if there was already boat traffic and Mr. Hanson confirmed that there was from the marina. Dan Bernard stated that Panther Run, off the park, was already full of milfoil and that it would get chopped up while boats were idling. Mr. Gifford stated that he believed that they were going to be time limits on using the dock.

Ms. Lester asked if the Veterans' Memorial Committee had been contacted, because she felt that the park was a special area. Mr. Gifford confirmed that the he believed that they had been contacted and Wayne Holmquist confirmed that they had spoken with Chairman Howard Stiles and gotten his blessing.

Chairman Sam Gifford opened the meeting for public comment.

Mark Pilsworth, Raymond Condo Association, explained that the Association had spent thousands of dollars for milfoil ratification and that the area was a hot spot for problem areas. He felt that there are people with stakes in this matter not being consulted and that they were potentially allowing problem people from the beach to come into that area. He added that the people using the dock would contributing $0 help contribute to the solution.

Ben Severn, 4 Avery Lane and Raymond Waterways Protective Association, explained that milfoil was a big problem and was increasing. He stated that he would not want to interfere with increased business. However, the goal was to get a handle on marinas' issues and need a larger effort. He suggested asking the businesses to contribute funding to help clean up the area.

Adam Perron, Program Director at Lakes Environmental Association, explained that they were coordinating efforts to support the larger problems being coves of Sebago Lake and asked for the Board's consideration before moving forward with approval.

Kevin Faye explained that he was also concerned with milfoil and suggested that the Board needed to consider the impact of encouraging increased boat traffic.

Mr. Leavitt pointed out that their Chair was the founder of Raymond Revitalization Committee. He though that it was premature to come forward with a proposal and he commended Town Manager and CEO for keeping track of this issue. He commented that they had contacted Chairman Howard Stiles but committee needs to take a vote in order to issue a decision. He wanted to know if was a private issue, then why was

---

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

Panther Run Marina not running this project.

Mr. Holmquist stated that the Revitalization Committee consisted of volunteers that operated in a similar fashion to the chamber of commerce, which were interested in retail services only. He added that this would not put anymore boats in the water and will encourage little extra additional traffic for the good of the local businesses.

Mr. Bruno stated that he was concerned with the Veterans' Park and boat parking. He wanted to know how they would manage long term parking. He also felt that they needed to talk to DOT and set up pedestrian crossing on Route 302. He also added that they were going to need to go to Town Meeting to allow public property be used in this way. Mr. Leavitt added that he would like to see a more developed plan

Will Coppersimth. Fisherman's Catch, explained that he supported the project because he had had 26 boaters in the past week walk up to his business and he felt that there was potential.

d) Consideration of Town Owned Wood Lot Harvesting (Egypt Road/Patricia Avenue)- Greg Foster, Forester

Forester Greg Foster, TimberState, explained that the concept of a timber sale came from his forest management plan as part of the Project Canopy Grant. He explained that he could mark the lot and come up with an estimated value and put a bid out to logging contractors.

Mr. Bruno commented that he liked idea of marking the lot a going to bid. Mr. Leavitt wanted it clarified that if the lot was marked and did not sell, Mr. Foster would charge an hourly rate for his time. Mr Foster responded that he would hold the contract over until opportunity to sell wood. There was a clause in the contract because people have decided not to sell after he put a lot of work into preparing the lot.

MOTION: Joe Bruno motioned to allow Greg Foster to mark the lot and move forward with the contract; seconded by Lonnie Taylor.

DISCUSSION: Mr. Leavitt commented that this had involved Mr. Foster making a proposal with negotiations from the Board. He did not agree with a sole source contract and this was not under Project Canopy anymore. He felt that the contract should go out to bid.

VOTE: MOTION CARRIED (3/1 [CL])

e) Consideration of Town Report Memorial and Town Report Dedication Page- Louise Lester, Town Clerk

Louise Lester presented a list of individuals whom had passed during the last fiscal year as well as those whom had made significant contributions to the Town. The Board agreed that they wanted he choice to be a surprise. Ms. Lester would give extended bios via email and pole the Board for their choice.

Chairman Sam Gifford tabled this matter until the next meeting.

f) Consideration of Support for Transportation Enhancement (TE) Grant Application- Nathan White, Public Works Director

Public Works Director Nathan White explained that they had worked on a grant application to install sidewalks in Town. Initially, the application had been to add sidewalks within two miles of a school but after the sitewalk it was determined that the area was too rural and they were encourage to apply for the village area of town, on Main Street. Mr. Leavitt asked if they were not hopeful about getting the grant,

---

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

based off a previous email. Mr. White responded that the believed that they had good chance because Dan Stewart from MDOT was very excited about the development that had already been done on Route 302, in terms of sidewalks.

MOTION: Joe Bruno motioned to move forward with the grant application; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

g) Consideration of New Road Names by Chris Hanson, Code Enforcement Officer

- **Kokatosi Camp Ground per E911 Requirements**

Mr. Hanson explained that this project had been going on for a while and that Kokatosi contained one main road and eight side roads. The proposed road names were: Bunny Loop; Porcupine Run; Moose Landing; Trot Alley; Critter Lane; Rooster Ridge; Leisure Lane; and Squirrel Square.

MOTION: Lonnie Taylor motioned to accept the eight roads put forth for new road names in Town of Raymond; seconded by Joe Bruno.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

- **Gordan Lane (by Mason Lane) per George Gordon**

Mr. Hanson explained that Mason Lane contained four residents, but half of the road was actually an easement that served two of the properties under the same ownership and were not intended for public access. The owner, Mr. Gordon, was requesting that that easement be named Gordon Lane.

George Gordon explained that these roads had historically been two roads, fire lane 2a, which would remain Mason Lane, and Firelane 2a-1, which is proposed to be convert to Gordon Lane.

MOTION: Joe Bruno motioned to accept the CEO's recommendation to name Firelane 2a-1 Gordon Lane; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

h) Executive Session pursuant to 1 MRSA § 405(6)(H): Meeting with CEO Regarding Pending Land Use Legal Matters

MOTION: Lonnie Taylor motioned to go into Executive Session pursuant to 1 MRSA Section 405(6)(H) for meeting with CEO and Town Attorney regarding pending Land Use legal matters; seconded by Charly Leavitt.

DISCUSSION: None.
VOTE: UNANIMOUS APPROVAL (4/0)

Chairman Sam Gifford announced that the Board was going into Executive Session at 8:49 pm.

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

MOTION: Joe Bruno motioned to come out of Executive Session; seconded by Lonnie Taylor.

VOTE: UNANIMOUS APPROVAL (4/0)

Chairman Sam Gifford announced that the Board was coming out of Executive Session at 9:33 pm.

MOTION: Joe Bruno motioned to allow the CEO to issue a 2 week notice on August 28th to abate the issue of land use; if not abated, we author him to move forward with an injunction in court; seconded by Lonnie Taylor.

VOTE: UNANIMOUS APPROVAL (4/0)

i) Consideration of Quit Claim Deeds as Submitted by Sue Carr, Deputy Tax Collector- Board of Selectmen

MOTION: Joe Bruno motioned to accept the recommendation of Deputy Tax Collector Sue Carr to file two quit claim deeds for Robert J. and Joanne Doherty; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

j) Consideration of Auditor Engagement Letter with Smith & Associates- Board of Selectmen

Mr. Willard explained that this was a matter of process, as required by Maine Law, and recommended for approval.

MOTION: Joe Bruno motioned to accept the audit by Smith and Associated, as has been done for many years; seconded by Charly Leavitt.

DISCUSSION: Mr. Leavitt expressed his appreciation for Town Manager's attention in this matter, in light of issues in Casco.

VOTE: UNANIMOUS APPROVAL (4/0)

k) Consideration of Appointment of Rolf Olsen as a Member of the Compensation Study Committee- Board of Selectmen

MOTION: Joe Bruno motioned to appoint Rolf Olsen to the Compensation Study Committee; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

l) Consideration and Approval of Planning, Economic Development & GIS Contracts (GPCOG/Sebago Technics)- Board of Selectmen

MOTION: Joe Bruno motioned to approve the contracts with GPCOG and Sebago Technics; seconded by Lonnie Taylor.

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

DISCUSSION: Mr. Leavitt wanted to know if, in the case of an application, if a portion of the planning fees were paid for by the applicant and Mr. Willard confirmed that they were paid for out of an escrow setup by the applicant.

VOTE: UNANIMOUS APPROVAL (4/0)

6) Old Business

a) Consideration of Changing Saturday Town Office Hours- Board of Selectmen

MOTION: Joe Bruno moved to table this matter until Selectmen Mike Reynolds returns; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

b) Consideration of Disposition for Tax Acquired Properties (TAP)- Board of Selectmen

Executive Assistant Danielle Loring summarized the status of the 2011 and 2012 list of tax acquired properties and the steps taken to relinquish taxes.

MOTION: Joe Bruno motioned to acquire the 2011 list of properties; seconded by Charly Leavitt.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

MOTION: Joe Bruno motioned to send 30 day demand letters to the top half of 2012 list; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

Mr. Leavitt wanted to know what the policy was for making payment arrangements for delinquent taxes. Mr. Willard explained that it was based on a good faith effort and that there were no policies or perimeters because eventually they would get the taxes as well as penalties. Mr. Leavitt stated that he did not think that the payments plans were a fair representation of monies that could be paid, for example there was a business paying $50 a month. Mr. Willard stated that they could come back with a summary and look into creating a policy.

7) Public Comment This agenda item is for the public to bring attention to any issues and concerns for future Board of Selectmen meetings.

a) Charly Leavitt, Leavitt Road

He requested that the Chairman restore the Selectmen Communications to the agenda and incorporate into the bylaws so that it could not be removed again in the future.

Mr. Leavitt also stated that US Cellular has withdrawn its application for the wireless communication

---

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

facilites on Farm Road, but still have rights in perpetuity. He explained that the driving force was public safety and encouraged the Board to come up with plan to deal with issue for lack of coverage.

8) Town Manager Report and Communications.

a) Confirm date for next regular meeting:

- **September 11, 2012- Confirmed**

b) Crown Castle Perpetual Easement Update

Mr. Willard explained that they were in the process of negotiating with Crown Castle and had received the first draft and returned it with significant changes, which should not hold up the deal, given the nature of the changes. He added that once the negotiations were final, that the sale would still need to be approved at Town Meeting.

9) Fiscal Warrants – Payroll and Appropriation Warrants – August 14, 2012

MOTION: Lonnie Taylor motioned to accept the Payroll Expense Summary, dated August 14, 2012, in the amount of $137,998.92; seconded by Joe Bruno.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

MOTION: Lonnie Taylor motioned to accept the Treasure's Warrant, old year warrant, in the amount of $944.17; seconded by Joe Bruno.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

MOTION: Lonnie Taylor motioned to accept the Treasure's Warrant, dated August 14, 2012, in the amount of $131,444.43; seconded by Joe Bruno.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

10) Adjournment.

MOTION: Joe Bruno motioned to adjourn; seconded by Charly Leavitt.

VOTE: UNANIMOUS APPROVAL (4/0)

Chairman Sam Gifford adjourned the meeting at 10:02 pm.

Danielle Loring
Recording Secretary

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

BOARD OF SELECTMEN
Minutes*
October 16, 2012

SELECTMEN'S MEETING

Present: Chairman Sam Gifford, Vice-Chair Lonnie Taylor, Charly Leavitt and Mike Reynolds

Absent: Joe Bruno

Staff: Don Willard, Town Manager; Chris Hanson, Code Enforcement Officer; and Danielle Loring, Recording Secretary.

Other: Martin Shuer, Nick Hardy, Sally Holt, Dana Desjardins, Mike McClellan, and Peter Leavitt.

1) Call to order: Chairman Sam Gifford called the meeting to order at 7:00pm and a quorum was declared.

2) Minutes of previous meeting dated:
- **September 11, 2012**

MOTION: Mike Reynolds motioned to accept the minutes; seconded by Charly Leavitt.

DISCUSSION: None.

VOTE: MOTION CARRIED (3/0/1 [ab LT])

****3) Public Comment**

****a) Martin Shuer, independent candidate from Windham:**

Mr. Shuer explained that he was running for the State Senate. One of his goals was that he wanted to be a bipartisan voice as a small business owner. He listed off endorsements and involvement in the local community/politics. He continued by giving his list of political goals and local endorsements/supporters.

Dana Desjardins, 64 River Road, wanted to know if the opposing candidates had been invited, and Mr. Willard responded that they had not because it was a public forum and anyone was welcome to speak. Mr. Gifford invited Mike McClellan to say something about his candidacy and he declined.

3) New Business.

a) Consideration of Library Storage Unit Located on Town Land- Sally Holt, Library Director

Library Director Sally Holt explained that she was asking for permission to install a 12 x 16 storage shed for community donated books, that are for sale through the summer and fall. The supplies for the shed would be donated by Kevin Hancock of Hancock Lumber. The Code Enforcement Officer has done a site visit and

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

has given preliminary approval for a permit.

Mr. Leavitt wanted to confirm that the Town owned the land but not the building, and Mr. Willard agreed because there was reverted language. Mr. Leavitt continued that Mrs. Holt did not need permission, but appreciated the transparency. He added that the Board would not give her permission to accept the donation because that was the Library's Board of Trustees responsibility.

Chris Hanson, Code Enforcement Officer, stated that the Board did need to give her permission to install the shed on Town-owned land, which in turn, would give him authority to issue the permit. Mr. Leavitt agreed.

MOTION: Lonnie Taylor motioned to allow the CEO to move forward in allowing the for the permit so that Hancock Lumber would donate the money for materials; seconded by Mike Reynolds.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

b) Proposal for Raymond Community Dock at Veterans' Memorial Park- Nick Hardy, Raymond Revitalization Committee

Nick Hardy, Raymond Revitalization (RRC), gave a presentation regarding the installation of a community dock located at Veterans' Memorial Park. He was asking for permission for the CEO to issue a dock permit to be launched in the Spring, 2013.

Mr. Reynolds wanted to know if there were permits required from the State, and Mr. Hanson responded that a Permit by Rule would be required for bank work before he would issue temporary dock permit. Mr. Willard added that there were no limitations with the land.

Mr. Gifford asked that Mr. Hardy elaborate on the milfoil issue. Mr. Hardy replied that there was no measurable milfoil in the immediate area but there was further out that was currently being abated. He continued that there was already significant traffic in that area because of the marina. He added that he did not think that it was within the Revitalization Committee's prevue to work on milfoil abatement and so they have consulted Raymond Waterways.

Mr. Gifford stated that that all the plans needed to be in place before the Board recommended the dock for approval at Town Meeting. Mr. Leavitt agreed and added that he was concerned with milfoil but it was the same concern that he had for all lakes. He continued that his primary concern was that the RRC had not established itself in a manner to be making such a proposal. He wanted to know if the Veterans' Memorial Committee had approved the proposal. He also did not understand why there was not a public/private partnership with the Panther Run Marina and why the government sector was getting involved. He did not think there was enough research or need for this project.

Mr. Reynolds stated that he was excited for the proposal and thought that it was a good idea. He was concerned with milfoil and the safety of the site.

Betty Williams, Raymond Waterways Protective Association (RWPA) Director, thought that there was always risked involved, and, if they are going to move forward, it needed to be done right. She added that RWPA was not for or against the project. She continued that the milfoil issue was currently being worked on in cooperation with Lakes Region Environmental Association (LEA) to come up with a plan and that on January 25, 2013, the Sebago Lake Milfoil Summit was being held (location was to be announced).

Mr. Reynolds stated that he wanted to see the project move forward and thought that it was in the best

---

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

interest of the Town to manage the project. He did not think that it needed to go before Town Meeting but would like input from the Veterans' Memorial Committee (VMC).

Mr Leavitt stated that there were no security or code issues being addressed. He thought that they had not even been able to managed Jones Beach effectively , and he did not feel that they should take on another project. He stated that the RRC was trying to separate themselves from the Town and did not understand why the Board were supplying resources to an unorganized group. Mr. Reynolds countered that Mr. Leavitt's issues were with the group and were not about the dock site. Mr. Leavitt responded that he did not feel that they were answering the questions being raised.

Mr. Gifford asked if the Board was ready to make any decisions, and Mr. Taylor responded that we was not because of the milfoil issue and security/policing of the site. He wanted to see how they were going to fund it. If the Board was not going to bring this issue to Town Meeting then they would need more information to be confident of their decision.

Mr. Hardy wanted to know what more they would need to present. Mr. Willard proposed that all the parties sit down to go over plan and that they would also need to meet with VMC as well as address milfoil issue. He felt that this was a great public-private partnership opportunity.

Mr. Desjardins commented and stated that Jones beach was built to allow sidewalk to access to commercial district. He felt that the Veterans' Memorial Park was a sacred place and felt that adding the dock was commercializing it.

Peter Leavitt, 2 Leavitt, stated that he thought that the policing issue needed to be addressed and wanted to see more milfoil abatement going on. He also wanted to know why the proposal was not for a permanent dock and recommended involving fishing groups as well.

c) Discussion Regarding Compensation Study Committee- Chairman Sam Gifford

Chairman Gifford explained that there were questions and concerns raised regarding the composition and charge of the Compensation Study Committee. He was making the decision to disbanding and reform the committee with the vote of the Board, which was not required.

Mr. Gifford read the charge of the ad hoc to Compensation Study Committee as to "gather and study current compensation numbers offered by neighboring and similarly sized towns; review and compare these pay scales and benefit numbers and present appropriate information to the Selectboard to be used in developing schedules and scales. The report will be totally objective. The new Committee is not charged in proposing pay scales or schedules."

Mr. Gifford continued by listing the members asked to serve of the Committee:

- Rolf Olsen, BFC
- Marshall Bullock, BFC
- Robert Gosselin
- Brian Walker, BFC
- Denis Morse
- Mike Reynolds, BOS, and,
- Norma Richards

MOTION: Mike Reynolds motioned to accept the charge and composition of the Compensation Study Committee as presented; seconded by Lonnie Taylor.

DISCUSSION: Mr. Leavitt commented that he had been one of the individuals who had originally requested that the Board review the compensation and benefits offered to staff. He felt that that the private sector

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

should be included. He also felt that the code of ethics were being violated with the compensation of some of the members because of there affiliation with some departments or relationship to staff members. Mr. Gifford responded that the Committee will present objective results and the Board respond accordingly to them.

Mr. Reynolds thanked the Chair for clarifying charge and has faith that committee will complete its charge.

VOTE: MOTION CARRIED (3/1 [CL])

4) Old Business

a) Tax Acquired Property Update

Danielle Loring, Executive Assistant, updated the Board on the current status of the Tax Acquired Properties (TAP) and the efforts made by staff to obtain payments. She outlined the properties where payment arrangements were made and those that no response had been received, despite several efforts to reach out to the owners. Mr. Willard added that staff was looking for direction from the Board and was recommending to move forward with the next step in the TAP Policy.

Mr. Reynolds stated that he was surprised by how low some of the payment amounts were and how far behind some of the properties were. He felt that the they needed to be renegotiated.

MOTION: Mike Reynolds motioned to review the list of payments plans and, if not on a plan, then go to next step in the policy; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

5) **Public Comment** This agenda item is for the public to bring attention to any issues and concerns for future Board of Selectmen meetings.

a) Peter Leavitt, 2 Leavitt Road:

Mr. P. Leavitt stated that at the last meeting there was an attack on Selectmen that should have been made a point of order. He observed Mr. Leavitt making inflammatory political rhetoric, and it elicited a similar response from the Town Manager. The Board should support the Chair and rule an "out of order call" and let the discussion the cease. He also did not feel that there should be banter back and forth between members.

b) **Charly Leavitt, Leavitt Road**:

Mr. C. Leavitt was requesting agenda items concerning a public safety issue with North Raymond Road. He had reviewed the history of the argument make for spot zoning to allow for the tower to be proposed and felt that, after the application had been withdraw, no efforts had been made to correct the "dead spot" in communication. He added that there was money in the Public Safety budget but still no plan has surfaced.

Mr. Willard agreed that the statements regarding a communication problem in that area were correct, but building the tower was beyond the Town's expenses and that they were hoping to co-locate when the private tower was being proposed. He continued that it looked as though the Town will have to negotiate and partner with the school, but that the dead spot issue had been addressed through other means and that, hopeful, that application has come forward soon.

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

Mr. Leavitt added that the he felt that the community interest factor was made to avoid "spot zoning," which was illegal. Mr. Willard disagreed, conjecturing that people were voting on cell service as there primary reason for support.

Mr. P. Leavitt recommended satellite phones.

6) Town Manager Report and Communications.

a) Confirmed date for next regular meeting:
- **November 13, 2012**

b) Election November 6, 2012 at JSMS from 7:00am to 8:00pm
- **National and State Election**

7) Fiscal Warrants – October 16, 2012

- **Payroll Expense Summary Warrant**

MOTION: Lonnie Taylor motioned to approve the Payroll Expense Summary Warrant, dated 10/16/12, in the amount of $117,328.51; seconded by Mike Reynolds.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

- **Treasurer's Warrant LT/ MR 4/0**

MOTION: Lonnie Taylor motioned to approve the Treasurer's Warrant, dated 10/16/2012, in the amount of $1,253,110.35, which included the County Tax Payment of $589,109.00 and a bond payment in the amount of $520,028.14; seconded by Mike Reynolds.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

8) Adjournment:

MOTION: Mike Reynolds motioned to adjourn; seconded by Lonnie Taylor.

VOTE: UNANIMOUS APPROVAL (4/0)

Chairman Sam Gifford adjourned the meeting at 8:16pm.

Danielle Loring
Recording Secretary

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

**Item taken out of order

Raymond Revitalization Committee Request for Town Dock permit

Prepared by Nick Hardy
Raymond Revitalization Committee
nickatli@gmail.com

Proposal

- The Raymond Revitalization Committee would like to sponsor a town dock that will allow boaters on Sebago Lake easy access to local businesses.
- We are asking permission from the Selectmen to allow the town to issue a permit for this dock.

Raymond Waterways Protective Association

- Met with Executive Director Betty Williams and Board President Ben Severn on 9/17/12
- Interested in working with us on this project
  - Technical information → site preparation
  - Design consultation → site preparation
- Immediate Suggestion
  - Define path from parking lot to dock
- Millfoil Mitigation
  - We agreed that a long term project is needed for this particular area and discussed a variety of short and long term options

Details

- The dock will be located at the Veterans Memorial Park
  - Close to businesses
  - Existing signage
  - Existing pedestrian cross walk button
  - Temporary parking for potential pick-up vehicles

Details

- The dock has been donated by local business men
  - Bill Coppersmith – Fisherman's Catch
  - Phil Michaud– Panther Run Marina
  - Walt Manchester – The Good Life Market

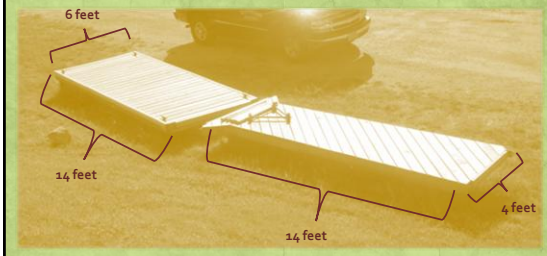
Details

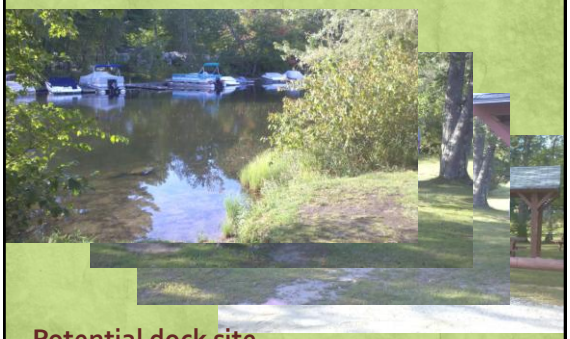
- The dock has been inspected by the town and is adequate for the intended purpose
- Insurance will not increase for this year. There may be a small increase in future years.
  - Liability is covered by the town's current plan
- Public Works will install the dock in the spring and remove and store it in the fall

Nick Hardy, nickatli@gmail.com

The actual dock

The actual dock - measurements





Potential dock site

Nick Hardy, nickatli@gmail.com

Shore structure

Existing Signage

Signage needed

- A sign will be needed on or near the dock with rules
  - Two hour boat docking
  - No overnight docking
  - Four boat maximum at any given time

Nick Hardy, nickatli@gmail.com

Community Dock Meeting
Minutes

November 8, 2012
Broadcast Studio

Present: Don Willard, Town Manager; Nick Hardy, Raymond Revitalization Committee (RRC); Betty Williams, Raymond Waterways Protective Association (RWPA); Nathan White, Public Works Director (PWD); Chris Hanson, Code Enforcement Officer (CEO); Peggy & Neal Jensen, and Danielle Loring, Executive Assistant.

Don Willard began the meeting at 2:02 pm. He stated that the purpose was to review the concerns that were raised regarding the proposed community dock as part of the October 16, 2012 Selectmen's meeting. He asked that Mr. White start the meeting off by talking about the start-up costs, environmental impacts and involvement from the Public Works Department. Mr. White explained that the point where the dock met land would need to have erosion control measure implemented and they would need to make an erosion resistent walkway to the dock through the grass.

Mr. Willard told Mr. White that he wanted a memo outlining:

- Cost of initially launching the dock as well as installing and removing every year;
- replacement cost of the dock;
- cost of any new signage;
- cost of walkway;
- cost of rip rap for erosion control; and,
- cost estimate of related labor.

Mr. Hardy stated that the only signs that would need to be added would be “boats only” and “no overnight parking,” because all other signage was already in place. Mr. Willard suggested that they could use the same signage language that was used for Raymond Beach to promote consistency. Mr. White thought doing that would encourage the area to be used for more than just a docking area.

Mrs. Jensen wanted to know how the dock was going to be installed in the water, and Mr. White explained that four steel poles would be installed at the corners of the dock, to allow for it to “float” up and down, and it would attached to land via a walking plank.

Mr. Hardy wanted to know what the primary issues were and who would have to present them to the Selectboard. Both Mr. Hanson and Ms. Williams explained that policing and milfoil were the reoccurring themes and that Mr. Hardy, as proposal sponsor, would present the solution as a member of the Revitalization Committee (RRC). Mr. Willard explained that there were many docks in that area and he was not sure what impact another one would have, when private land owners were installing them regularly without the detailed plans that were being created for the proposed community dock. Mr. Hardy explained that he was confused by the idea of RRC being responsible for coming up with such a large scale mitigation plan, when that was not the charge of the Committee, especially since they were such a small group. Ms. Williams said that she felt it was RRC's responsibility, because they were the ones bringing forward the proposal. Mr. Hanson mentioned the fact that Selectman Taylor had voiced his concerns with milfoil and had suggested that there be some level of contribution from the businesses to ensure proper prevention, mitigation and maintenance levels were continued.

Ms. Williams explained that there was milfoil in the inlet where the dock was proposed and, by the time the dock was proposed to launch, the milfoil is expected to have spread to that area. She was currently working to finish a milfoil abatement plan. Mr. Willard stated that he would like to see the mitigation plan and liked the idea of funding contributions being made by those that benefit directly in the area. Mr. Hardy said that

he would explore the idea of RRC approaching business owners regarding making donations. Mr. Willard wanted to know how much funding they would need for the mitigation plan and Ms. Williams was not sure at that point and was expecting to have them within a week. Her plan included possibly hiring a professional company, such as New England Milfoil, to complete a massive removal at the beginning of the next season followed by a maintenance schedule to be completed by RWPA.

Mr. Hanson wanted to know if any of the local associations or marinas were contributing funding to RWPA, and Ms. Williams replied that Jordan River Condo Association had hired their own dive company, but did not contribute to RWPA, and that Jordan Bay Marina had contributed once, but now they were putting their funding toward Save Our Sebago- a group focused Sebago Lake water levels.

Mr. Willard stated that this was all very important information and outlined how they could compile it:

- PWD- memo on initial start up, maintenance and annual launch and retrieval procedure/costs;
- CEO- permitting that was required by State and Town;
- Nancy Yates, Finance Director- financial information regarding insurance;
- RRC- memo on efforts to include local business owners; and,
- RWPA- milfoil mitigation plan including financial need and efforts to obtain funding.

Mr. Hardy commented that, dock or no dock, milfoil mitigation was an important project that needed to be completed. Mr. Willard agreed and added that the dock was just an added feature which highlighted the longstanding issue of milfoil abatement/prevention.. Mr. White also added that he would like to tie in a complete erosion control project to go along the bank with RWPA assistance and Ms. Williams said that she would contact the Department of Environmental Protection (DEP) regarding permitting for that project.

Mr. Willard wanted to know if there was fishing that took place in that area and whether it should be restricted, and Mr. White replied that there were usually a few that chose that spot but felt that restricting it was problematic because the argument could be made that it is allowed at Raymond Beach. Mr. Willard then wanted to know about trash collection, and Mr. White stated that he would make sure that it would be collect as part of his routine with Raymond Beach, but, at some point, they were going to have to consider having someone down there for the summer to monitor and do pick up. He felt that he might have some funding available in building maintenance to cover hiring someone. Mr. Willard agreed with the idea because it was helping to take care of the Town's assets.

Mr. Willard asked about how they should handle policing, and Mr. White replied that it would require someone to be down there monitoring the site full time. Mr. Willard asked Mr. White if there would need to be additional lighting installed, and he replied that there was plenty of ambient lighting from the surrounding area. Mr. Hardy suggested that they implement a rule of “dawn to dusk,” and Mr. White responded that it was not consistent with the dock at Raymond Beach.

Ms. Williams asked if the Veterans' Memorial Committee had been involved, and Mr. Willard explained that once all the materials had been compiled, a presentation could be made and letter of position on the proposed dock issue could be solicited from them, but he felt that the Chairman was in support of the project. Mr. White commented that he thought that the park was only on the side of the monument and that the opposite side, where the dock was proposed, was a rest area.

There was discussion of the milfoil issues within Sebago Lake. Ms. Williams explained the obstacles the association faced because there was a shortage of funding and Sebago Lake was worse than anticipated. Mr. Willard suggested that the Town may possibly contribute more funding and he wanted to know if the direct benefactors of the lake had been solicited as well. Ms. Williams responded that there were going to be asking everyone in the are. She continued that they were exploring other options for harvesting as well, but the problem was that there had already been roots established. Mrs. Jensen added that it was a tough area to maintain because there were several little niches and coves. She added that it was hard to get people to understand that concept because harvesting in those areas were not a one time event.

Mr. Willard wanted to know why this proposal involved a temporary versus a permanent dock, and Mr.

Hanson responded that it was because a permanent dock was more expensive and the process involved getting a Natural Resources Protection Act (NRPA) permit.

Mr. Jensen explained that he was concerned with the proposal because it was increasing boat traffic for the area, which would likely increase the number of fragments. Mr. Willard explained that there were already a lot of docks in the area, and Mr. Jensen responded that each of those docks were assigned to one boat and this dock could attract any number of boats. Mr. Willard agreed but felt that individuals were going to use that cove regardless of the dock being there. Mr. Hanson agreed with Mr. Willard and added that the purpose of the dock was to reduce erosion that was occurring due to current use as well as increase convenience to get to the local businesses.

Mrs. Jensen asked if there was anyway to track the number of boats that were using the dock and Mr. Hardy suggested using a wildlife camera. Mr. Willard added that they could launch the dock on a trial basis. Mr. White commented that it should be for more than one year because the first year would not be indicative of use. Mrs. Jensen was concerned with the project not being worth Public Work's time, and Mr. White explained that it would be miniscule amount of time to get the dock in and out. Mr. Willard added that this project was consistent with the State's multi-modal initiative, which encouraged multiple means of transportation. Mr. Hardy also commented that the RRC's purpose is to support the business community by utilizing a natural asset.

Mrs. Jensen was just concerned with the recent lack of ongoing community commitment to be involved with the health of the waterways. Mr. Willard responded that this project maybe the initiative to become more involved.

The meeting ended at 2:42pm.

Danielle Loring
Recording Secretary