BOARD OF SELECTMEN
AGENDA
July 30, 2013
7:00 p.m.
Broadcast Studio

SELECTMEN'S MEETING

1) Call to order.

2) Minutes of previous meeting dated:
- **June 18, 2013**

3) Public Hearing
a) Consideration and Approval of Annual Revised MMA DHHS General Assistance Ordinance Appendices
- **Appendices A**
- **Appendices B-E**

This is an annual requirement from the Maine Department of Human Services to bring the Raymond General Assistance Ordinance into compliance with Maine Law, Title 22 M.R.S.A. §4305 (4), related to levels of financial assistance and eligibility. The town annually adopts the Maine Municipal Association Model Ordinance General Assistance Appendices A & B– E which cover the period of July 1, 2013 through July 1, 2014. The Selectmen are holding the public hearing to allow for general comment about the changes contained in the appendices.

Staff is recommending, as in prior years, that the Selectmen adopt the model appendices developed by the Maine Municipal Association and approved by DHHS using local area survey data to establish the cost of basic necessities for Raymond within the Cumberland County metropolitan area.

4) New Business.

a) Consideration and Discussion of Issuing Bonds for Capital Improvement Road Construction Work Approved at 2013 Annual Town Meeting- Richard Ranaghan, Senior Vice President Public Finance Gorham Savings Bank

Richard Ranaghan, Senior Vice President of Public Finance for Gorham Savings Bank, will be presenting bonding options for the $2 million road improvement work that was approved at the 2013 Annual Town Meeting. These options are outlined in his memo (attached to the ePacket). Mr. Ranaghan will be available for discussion and questions from the Selectmen.

b) Consideration of Appointing Mark Gendron as MWAC Representative- Board of Selectmen

Recently, the Town Manager was appointed by the Selectmen as the town's MWAC representative. Subsequently, former Selectman and MWAC representative, Mark Gendron, volunteered to take over this role and attend the monthly meetings. The Town Manager should be appointed as an alternate, should this change be approved.

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

Per Title 30-A MRSA § 5823 (attached to the ePacket), each municipality must have an annual post-audit made of its accounts covering the last complete fiscal year by the Maine Department of Audit or by a qualified public accountant elected by ballot or engaged by its municipal officers.

Smith & Associates, CPA's of Yarmouth, ME have performed the audit for the Town of Raymond for a

number of years. An engagement letter confirming that this firm will audit the Town of Raymond's financial statements for the fiscal year ending June 30, 2013 is attached for approval and signature of the Chair of the Board of Selectmen, as required under law.

d) Consideration of Dedication and Memorial Pages for 2012-13 Annual Town Report as Submitted by Louise Lester, Town Clerk

Per the Town Report Memorial Policy (attached to the ePacket) the Town Clerk has prepared a list of citizens who have passed away in the last fiscal year for the Selectmen to consider regarding a possible memorial page in the 2012-13 Town Report. There is also information about individuals in the community, who have made significant contributions to the town for possible Town Report dedication. Ms. Lester will not be attending the meeting but her recommendation is in her memo attached to the ePacket.

e) Consideration of Quit Claim Deeds as submitted by Deputy Tax Collector Sue Carr

- **Dana Cobb (C1274R) 0 Cobb Road (12/64)**
- **Tina Richardson, *et al.* (R6007R), 38 Main St. (050/014)**

Deputy Tax Collector Sue Carr has prepared Quit Claim Deeds for the above properties. All back taxes, interest and lien costs have now been paid in full for both properties.

f) Tax Acquired Property Update as Submitted by Sue Carr, Deputy Tax Collector

Deputy Tax Collector Sue Carr has submitted a list of the 2013 Tax Acquired Properties and the status of existing properties. The top portion of the summary are properties that are currently fulfilling payment plans. It is noted that there are certain plans that have been notified that they will require an increase because they are not sufficient to pay back taxes in accordance with the Tax Acquired Property Policy, which is attached to the ePacket. The bottom portion of the summary are those that do not have payment arrangements but those that are below $1,000 are making irregular payments when able.

The town has already acquired the following properties:

- 030/003 (1.00 ac), 0 Haskell Ave
- 030/016 (1.75 ac), 0 Haskell Ave
- 031/003 (1.05 ac), 0 Bond Street
- 033/011 (0.32 ac, 0 Cobb Road (Unbuildbable lot)
- 041/050 (0.12 ac), 0 Boulder Road

There has been interest by the Raymond Conservation Commission in 030/016 in retaining, but staff is currently waiting on a legal review of Right-of-Way issues. There has been interest expressed in purchasing 033/011 and 041/050 from the Town by abutters. Staff is looking for direction from the Select Board

g) Discussion of Effect of Approved State Budget on Municipal Budget- Board of Selectmen

Recently, the Maine State budget was passed which included a reduction to municipal revenue sharing. These cuts could result in a potential shortfall in the Raymond municipal budget of approximately $77,469.76. Finance Director Nancy Yates has submitted a summary of the 2014 projected Municipal Revenue Sharing ((attached to the ePacket))and noted the effects of the LD1509
(available here http://www.mainelegislature.org/legis/bills/display_ps.asp?LD=1509&snum=126) which passed on June 26, 2013.

h) Executive Session pursuant to 1 MRSA § 405(6)(C): Land Acquisition Discussion with Town Manager and Fire Chief

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

6) Town Manager Report and Communications.

a) Confirm date for next regular meeting:

- **September 10, 2013**

7) Fiscal Warrants – July 30, 2013

- **Payroll Expense Summary Warrant**
- **Treasurer's Warrant**

8) Adjournment.