

Town of Raymond
Board of Selectmen Special Meeting Minutes
September 26, 2000

ATTENDANCE: Tim Pomerleau, Chairman; Betty McDermott; Ada Brown; Mark Acker; Michael McClellan; Elizabeth Cummings, Treasurer; Denis Morse, Fire Chief; Kevin Woodbrey and Deborah Murray, Cable Committee; and Nathan Poore, Town Manager.

1. Call to order. Tim Pomerleau opened the meeting at 7:00 pm at the Town Office.
2. Workshop to discuss status of all Town business with the Town Manager.
 - A. Consideration of a Town - State agreement for future road construction work on Route 302.

DISCUSSION: Mr. Poore reported that there were some issues which had to be remedied including the responsibilities of both parties - the Town and the State. It was felt that any liability could be passed on by contract with the contractors i.e. legal requirements. If the project should go over budget the State will not pay the extra but the Town would have the power to stop the project prior to the specified end at a safe point. He asked that the Town Manager be authorized to sign agreements for the Selectmen. Mr. Acker asked why the Town should take on this leadership role. Mr. Poore replied that there were four advantages: 1) the job would proceed quicker 2) the Town would maintain control 3) the Town would probably get better bid prices and the extra money used to make the project better and 4) possibly because of the Town's involvement the State has moved the project to a Phase 3 project. Mr. Acker asked if this should be a part of the Town Manager's authority and will it take up a lot of his/her time? Mr. Poore said that the project manager/engineer would be a responsible manager and take the construction responsibility off the Town Manager. Mr. Pomerleau asked exactly what this project would entail. Mr. Poore said that the Route 302 Development Committee was working on the plan and would be informing the Selectmen. He continued that Chris McClellan was the President and Gorrill-Palmer Engineers, Terry Dwan (sp?) of Yarmouth was planning the landscape and sign design criteria. Mr. Woodbrey said he would like to information on this project in the Roadrunner. Mr. Poore said that the Committee would also be working on grants to help finance the project.

MOTION: Betty McDermott motioned to allow the Town Manager to enter into the contract for the Route 302 improvements. Seconded by Ada Brown.

VOTE: Unanimous.

B. Consideration of an investment and trust agreement with Maine Securities and Androscoggin Savings Bank.

MOTION: Michael McClellan motioned to enter into both contracts with the Androscoggin Bank and Maine Securities. Seconded by Mark Acker.

VOTE: Unanimous.

C. Consideration of a septic bid through a DEP grant.

MOTION: Michael McClellan motioned to award the septic bid to Rodney Knights Construction in the amount of \$9150. Seconded by Betty McDermott.

DISCUSSION: Mr. Cooper said that the Town would pay the fee to Mr. Knights and the State DEP would reimburse the Town 100%.

VOTE: Unanimous.

D. Second draft of the FY01/02 budget.

DISCUSSION: The Selectmen asked for an outline of the budget and that they would go over it entirely at another meeting. Mr. Poore noted that this budget has a 4% across the board salary increase to cover the cost of living increase as well as our regional increases i.e. the cost of heating fuel and gasoline. He added that Administration showed a 6% salary increase because of a few increases equalizing salaries within the department. Audit and Legal shows an increase because of the increased workload to the legal requirements. In Assessing the increase if for salary and hours. O'Donnell Associates have said that they would continue through the next commitment period but were unsure whether they would continue with Raymond after that. The Town Office account has an increase for fuel oil and Technology/Computers which includes networking items, Windows upgrades and Microsoft Office upgrades. There is also a "patch panel" to consolidate and protect all our wires and maintenance/upgrade to the "sonic wall" which is our fire wall protecting our Internet access both from what can be accessed and protecting Town Office information from outside sources. There will also be some hardware replacement as was planned a couple of years ago. Everything in Insurance is expected to go up. Rescue Billing will go up to 8.5%. Comprehensive Plan survey will include two surveys 1) the entire Town which will cost from \$10,000 to \$12,000 and 2) a random mailing which will cost from \$6,000 to \$8,000. He felt that grants may be available to help with this expense.

Mr. Poore continued that the Fire Department would show increases in fuel both heat and vehicle, maintenance, part-time payroll and leadership payroll. Rescue would be up for the similar items i.e. per diem on weekends and holidays. Dispatch is in for a 4% payroll increase and will have some expense to organize and protect dispatch's electrical wiring. Emergency Management is up \$500 to cover the work that Lloyd Thompson, Don Alexander, and Tim Alexander are doing to establish our Disaster Management Plan. Animal Control shows an expected contractual increase with the Animal Refuge League. Public Works has a 4% salary increase. Solid Waste has a 5% increase but might go down if MMWAC fees drop but it's not known as yet. Raymond Beach will have two employees to cover next summer. He said that the Undesignated letter would be going out and those numbers are not known at this time.

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Mr. Poore indicated that Cable equipment shows \$48,000 which should be reimbursed by Time Warner through their new contract. Route 85 paving projects will need \$150,000 in this fiscal year from fund balance and next year appropriated for a matching fund for \$150,000 to complete another 2-2.5 mile section of Route 85. 2000-2001 Gore Road for 2-2.5 miles and 2001-2002 Route 302 to Mill Street. He noted that applications would have to be submitted for both projects. District 1 Fire Station would take \$200,000 from fund balance and then put the \$225,000 request which has been put aside the last four years for Jordan Small School renovation toward the new fire station.

It has been decided that instead of having 3 rescue units, one of the old units would be traded in for 1 new one. Mr. Poore said that Public Works needs a new equipment trailer which was not supposed to be purchased until 2010.

Revenues - were reviewed.

E. General Discussion and consideration of the town manager's Status Report on all projects.

a. Public Works - now have only two employees.

- b. Cape Road - MDOT can't decide whether this should be considered a minor collector and the Commissioner has the final word. It was felt that the calls and letters would not be necessary unless the Commissioner denies the request.
- c. Route 85 - this year's plan is almost finished from Mill Street to the Gore Road.
- d. Cape Road survey should be almost completed by Robert Farthing.
- e. Blue Rock's bill for \$22,000 for the poor job done on Deep Cove Road and Raymond Hill Road last year is still outstanding and they said they would make a determination soon.
- f. Septic/Landfill Site, Patricia Avenue - the lime spreading is waiting until the DEP can tell us how they want it done, the grass mowing and removal will be done this fall, the septic site license application should go in as soon as the lime issue is resolved, the septage in the tank will wait until next year to spread, and the septic pump which is in storage has been given to Paul Lawrence to sell, however it doesn't seem that he has done anything about it, needs follow-up.
- g. Egypt Road closed landfill tires - Public Works will be making a roadway to get to them and then will remove them this fall.
- h. Pine Tree Waste - new base curbside contracts for trash and recycling are in existence and should be finished or go to bid.
- i. Aerial Digital Photographs - We have 45 square miles to photograph and an offer through GPCOG has been received to have it done digitally for \$3600 this fall. COG needs an answer by 10/3/00 as to whether Raymond will want it. This would give us the data to use in our GIS and website. The materials would be accessible but not downloadable. If we wanted the ability to download the material the produce would cost about \$18,000. Mr. Poore thought the \$3600 could come from the Route 302 account. Mr. Pomerleau asked that this be **tabled until the next meeting**.
- j. Up coming items.
 1. Saber Yachts bond special Town Meeting.
 2. CHIPCO projects.
 3. Raymond Beach reseeding this fall.
 4. Raymond Beach speed reduction on Route 302 should be discussed further with MDOT's Dean Lessard.
 5. Raymond Beach's buoys are in the Town Hall basement.
 6. E911 planning is being discussed and done by Jack Cooper.
 7. Animal Control discussion and policy for animal dispatching and burial.
 8. Cable Franchise - We have the ordinance and agreement and the Committee will review and possibly approve. There are a few non-substantive changes by Time Warner which the Selectmen decided they didn't need to review. The ordinance, which allows the agreement, can be ratified by the Selectmen and does not have to go to a Town Meeting vote. Mr. Woodbrey said that part of this agreement would allow virtual ability between all Town buildings and the ability to record live in three locations. Mr. Pomerleau asked to **table this until 10/3/00 and include it in the public hearing on 10/17/00**.
 9. The safety plan is almost finished.

10. Northern Pines offer will go to public hearing on 10/17/00.
11. Poland Dispatch contract will go to them for their reading and budget.
12. Town Report will be done by Louise Lester and Kevin Woodbrey.
3. Communication and other business.

Tim Pomerleau extended the Selectmen's thanks to Mr. Poore for his years of service to the Town of Raymond.

1. Mrs. Cummings asked that the Selectmen sign the Cumberland County Treasurer's Warrant in the amount of \$276,372 which is the amount that Raymond passed at the last Annual Town Meeting.

MOTION: Betty McDermott motioned to approve the County Treasurer's Warrant in the amount of \$276,372. Seconded by Ada Brown.

VOTE: Unanimous.

NOTE: The Selectmen signed the warrant.

4. Adjourn.

MOTION: Mark Acker motioned to adjourn. Seconded by Ada Brown.

VOTE: Unanimous.

ADJOURNMENT: Tim Pomerleau adjourned the meeting at 9:08 pm.

Respectfully submitted,

Louise H. Lester

Secretary