

401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742

BOARD OF SELECTMEN
Meeting Minutes
Tuesday, May 17, 2005

Selectmen present: Betty McDermott, Chairman; Mark Gendron; Ada Brown; Mike Reynolds; and Christine McClellan.

Selectmen absent: None.

Staff present: Don Willard, Town Manager; Jack Cooper, Code Enforcement Officer; Nathan White, Public Works Director; Amanda Simpson, Assessor's Assistant; Elisa Trepanier, GIS Coordinator; Kevin Woodbrey, Technology Director; and Bruce Tupper, Deputy Fire Chief.

Others present: Ken Walker; Mike McClellan, Director Greater Bridgton Lake Region Chamber of Commerce; Pat Smith, Director Raymond Rec; Sharon Dodson, Beautification Committee; Scott Libby; and Peggy Roberts from the Lake Region Suburban News.

- 1) Call to order. Betty McDermott called the meeting to order at 7:00 pm at the Town Office.
- 2) Minutes of the previous meetings.

April 19, 2005

MOTION: Ada Brown motioned to approve the Minutes of April 19, 2005 as written. Seconded by Mike Reynolds.

VOTE: 3 in favor (Brown, Reynolds, McDermott) and 2 abstentions (McClellan & Gendron)

April 20, 2005

MOTION: Christine McClellan motioned to approve the minutes of April 20, 2005 as written. Seconded by Mike Reynolds.

VOTE: 3 in favor (McClellan, McDermott, Reynolds) 2 abstentions (Brown, Gendron)

May 3, 2005

MOTION: Ada Brown motioned to approve the minutes of May 3, 2005 as written. Seconded by Christine McClellan.

VOTE: 4 in favor (McDermott, McClellan, Brown, Gendron) 1 abstention (Reynolds).

May 10, 2005

MOTION: Ada Brown motioned to approve the minutes of May 10, 2005 as written. Seconded by Christine McClellan.

VOTE: 3 in favor (McClellan, McDermott, Brown) 2 abstention (Gendron, Reynolds)

Inserted agenda item.

Raymond Recreation Association

DISCUSSION: Pat Smith, Director of Raymond Rec, announced that the summer swimming program will have sign ups soon. She said that her work with the organization has been very fulfilling work. She asked that a special consideration be granted for the organization of Raymond Rec so that it can gain insurance coverage. She informed them that Raymond Rec was founded in 1954 and incorporated as a 501c3 and established to offer recreational programs for children. She said they had over 900 children participating last year. They have the same policies as the schools relative to recreational/sport events. Their transportation to events is on Raymond school buses. She added that the fees are kept reasonable with expenses being only for what is needed to run the programs; the only paid venue is for karate. In 1996 there was an insurance procurement issue but Raymond Rec was taken on for insurance by the town in 1997. She said she was informed of a current insurance problem in 2004 with coverage ending June 30, 2005, because Raymond Rec is not considered a municipal program. Chalmers Insurance has looked for affordable coverage as have three other brokers. Some towns are privately insured and can cover this type of organization but Raymond is with Maine Municipal Association which has different criteria. Chuck Jackson from MMA called this a quasi-municipal organization and in order for it to be covered by MMA it must have municipal authority over the programs and the organization. It would need a town meeting to pass an ordinance which would give permission to them to organize programs for Raymond. The organization would keep the same bylaws and policies but would come under the town's umbrella. She asked to authorize Mr. Willard to write an ordinance to be considered. Mr. Willard said this was an emergency and will need a special town meeting before the end of June and the next Selectmen's meeting will be June 7, 2005 unless they find affordable insurance in the meantime.

Mr. Gendron asked if this would create a Recreational Department at the same time. Mr. Willard replied not necessarily. Mr. Gendron questioned the loss of programs because of a lack of organizing personnel. Ms. Smith said they would address that threat. The Selectmen directed Mr. Willard to prepare an ordinance which would allow Raymond Rec to be under the auspices of the Town of Raymond for insurance purposes.

- 3) New business.
 - a. Beautification Committee update – Sharon Dodson.

DISCUSSION: Mike McClellan updated the Selectmen on what has been done and asked permission to act on their plans for this year. He said that many volunteers worked last year and part of what they did was to touch base with the business owners along Route 302. He said they would like to talk with merchants again and ask for volunteers to take care of the plantings in front of their businesses. He noted that they wanted to erect "Adopt A Garden" signs for those who volunteer to take care of a piece of landscaping. Mr. McClellan said that the *Roadrunner* notice had already received responses from seven people. There would also be Raymond Volunteer tee shirts for the volunteers so that people would recognize them and possibly ask questions and join. Mr. McClellan noted that this was a town committee and wanted to keep the Selectmen informed. The Greater Bridgton Lake Region Chamber of Commerce will pay for the signs since the Beautification grant was denied. He asked if the telephone number of the businesses volunteering could be included on the sign. Mrs. McClellan said that she was fully in favor of the work but thought the sample sign might be too large. Mrs. Dodson said that they would be just above the ground. Mr. Gendron was in favor of the project but felt the sign could be smaller. The Selectmen were not in favor of adding the telephone numbers because they didn't want the signs to look like advertising and detracting from the landscaping. Scott Libby, landscaping business, said that he had volunteered to help with the watering, raking and planting of annuals for the 14 plots at Raymond Shopping Center but asked that his telephone number be on the signs for contact purposes. Mr. Willard suggested it could be tried for a year. Mrs. Dodson said she didn't mind the telephone number and welcomed the help especially the shopping center area. She added that one quarter of their time was spent there last summer. Mr. Libby asked for a sign at each entrance of the shopping center possibly three total. Mr. Reynolds felt that he had reservations and that if used the phone number would be small and not take over the sign. He also had concern that it would become advertising rather than a compliment to the gardens. Mr. McClellan thought that since Raymond will be making the signs they have the ability to design them. Mr. Gendron felt that everyone should be treated the same way and understood why they would want their phone numbers on the signs. It was decided to try putting the phone numbers on the signs if asked by the volunteer business as long as it appeared smaller than the other wording and that the total size of the signs was reduced.

b. Discussion of possible inter-local public safety cooperation – Dana Wessling, Frye Island Police Chief.

DISCUSSION: Frye Island Deputy Police Chief Eric Pierce felt that there is a need for coverage in Raymond which would be in conjunction with the Cumberland County Sheriff's Department. He said that he lived on the Egypt Road and had already been involved in a problem there with a speeding car. He said that between June and October officers go up and down Cape Road about six times a day with shift changes. Mr. Willard said this was a gesture of inter-local cooperation along with the safety boat service on Sebago Lake. He noted that Raymond and Frye Island share the landing on the Cape. He would like to interact on the Raymond side with problem drivers. Mr. Gendron said that their conversations in the past were in agreement. Mr. Willard related that Ellerbe Cole of MMA said that an agreement would be necessary between the towns and that the officers would have to be Raymond constables. Mrs. Brown said it was a dangerous road and their help would be appreciated.

MOTION: Mark Gendron motioned to have Don Willard set up the protocol to have an agreement with Frye Island to allow the officers to dispense citations for their limited patrol on land and water. Seconded by Ada Brown.

DISCUSSION: Mrs. McClellan asked where the County Sheriff's Department fits in here. Mr. Willard said there would have to be a close relationship with them as well as the State Police. He invited the Frye Island police to utilize the Public Safety Building. He felt that talks with Cumberland County Sheriff's Captain Rhoads would be beneficial. Officer Pierce added that a good working relationship with the Sheriff's Department was necessary and thought they would be in favor of their limited work on the Cape Road. Mr. Willard reviewed what needed to be done: make the officers Raymond Constables, arrange for insurance, have a meeting with all parties, and sign a formal agreement with Frye Island. Mr. Gendron felt this was an extension of the Sheriff's work in Raymond and should help coverage of Raymond. Officer Pierce said they usually give a verbal warning first and then a written one but that would depend on the level of offence. He said that both he and Chief Wessling are certified with the Criminal Justice Academy and he is a certified harbor master as well. Officer Pierce has state wide police authorization.

VOTE: Unanimous 5-0

b. Assessing Office/Public Records Area Renovations - Amanda L. Simpson, CMA, Assessors' Agent.

DISCUSSION: Ms. Simpson requested alternative funding for the building of a separate office area from the public records area in her office. She felt that her office space for private work should require her to ask the public to leave the office. Because of the revaluation there will be meetings with taxpayers concerning their new valuation which should be confidential. The renovation total cost would be less than \$2,500. Mr. Reynolds asked why the existing walls couldn't be left. Ms. Simpson said that this change would give more visual space to Karen in the "lobby". That area of the building will be rearranged. Mr. Gendron said he would like to look at it further before a decision is made. He agreed an office was needed. Ms. Simpson said the carpenter had a short window in June to do the work. Mrs. McClellan agreed that something should be done.

c. Proposal for quarterly financial and goal meetings with department heads – Selectman Mark Gendron.

DISCUSSION: Mr. Gendron noted that they only talk about goals during budget workshops. He wanted to learn during the year what was needed in order to make plans for changes more often than annually. He felt that meeting with department heads for updates and ideas more often was desirable. Mr. Woodbrey agreed and would like the opportunity to talk with them also. Mr. Gendron wanted to talk with one department at a time and then have a meeting of the whole possibly quarterly. Mrs. McClellan felt that it would be time intensive. Deputy Chief Tupper liked the idea. Mr. White agreed but said it would create a certain amount of work for him but felt it would be beneficial. Mrs. Trepanier was in agreement. Mr. Cooper concurred. Ms. Simpson felt that information was good and hoped that department heads would hear from the Selectmen what their

goals are as well. Mrs. McClellan asked if the school would be included. Mr. Gendron replied yes. Mrs. McClellan wanted to include the school department heads too. Mr. Willard noted there had been discussion about changing the format of the Selectmen's meetings with some of them being workshops. He asked if they wanted to begin with the new fiscal year. Mr. Gendron felt that making decisions for the year would be easier if they had been working on them throughout the year. It was decided to try having the first Selectmen's meeting of the month a business meeting and the second usual meeting a workshop. If it didn't work out it could be changed.

d. Proposed 2005/2006 Bulky Waste Program outline for discussion.

Mr. Willard explained that the program would allow 1,000 pounds per household paid by the town with any overage paid for by the resident. He described the outline of the program which the Selectmen felt would be a start and if anything needed to be adjusted it could be considered.

e. Consideration of Quit Claim Deed – James & Robert McEwen – Map 40, Lot 6.

MOTION: Christine McClellan motioned to approve the quit claim deed for Map 40, Lot 6. Seconded by Ada Brown.

VOTE: Unanimous 5-0

NOTE: The Selectmen signed the Quit Claim Deed

MOTION: Christine McClellan motioned to go into Executive Session. Seconded by Ada Brown.

VOTE: Unanimous 5-0

RECESS: Betty McDermott recessed the meeting at 8:20 pm.

4) Executive Session – consultation with Code Enforcement Officer on pending enforcement matter in District Court Road Title 1 M.R.S.A. §405(6h).

MOTION: Christine McClellan motioned to come out of Executive Session. Seconded by Ada Brown.

VOTE: Unanimous 5-0

REOPEN MEETING: Betty McDermott reopened the meeting at 8:28 pm.

Mr. Willard reported that this case was the Thompson vs. Town of Raymond case locally called the "boathouse case".

DISCUSSION: Mr. Gendron explained that as far as the negotiated settlement, Mr. Cooper was in contact with the attorney and their decision was to pursue the legal avenue to the Town. Mr. Willard reiterated that it would be payment in full of all legal expense and Mr. Thompson's total compliance with the ordinance of the town.

5) Appreciation Plaque - Dr. Mary Ellen Waters, Director of Special Education.

DISCUSSION: Mrs. McDermott explained that there would be a plaque for Mrs. Waters to thank her for her 30 years of service to Raymond. This would be presented to her prior to her retirement.

6) Old (unfinished) business.

a. Road Surface Management System Final Report – Nathan White, Public Works Director.

DISCUSSION: Mr. White said that there was information in the packages for the Public Works schedule this summer. He thanked Kevin Woodbrey and Elisa Trepanier for their work on this project and the presentation tonight. Mr. Willard said this was the consequence of the bond for road improvements. Mr. Woodbrey explained that the first work was by the independent engineering firm of Milone & MacBroom using the Road Surface Management System for Maine towns (RSMS). Road strategies will now be accomplished and as the work is done the program will be updated. This program will be used to help people understand how the decisions are made for road work. Mr. White said that Martin Heights will be worked on so that winter plowing will be easier and not destroy the road further. Other work this year will be North Raymond Road, Raymond Hill Road and Cape Road. He noted that the bond will run out before the second year of repairs is finished in the three year bond. However, because of the escalating cost of materials it might allow us to do more within that time frame instead of extending it out the three years. Mrs. Brown said that there should have been appropriations in the past to do more for the roads. Mr. Willard said that doing bigger projects now might save on materials in the future. Mr. White reported that Egypt Road has a chance to become a state road which will mean that the state will take care of it as a rural connector, but if not then Raymond will have to do it. He noted that the state is working on Route 121 and 85 about every seven years having the connector road status. Mrs. McDermott questioned the back side of Mountain Road. Mr. White replied that it was a low use road and didn't get in the plan for this year. He said that some patching will be done. Mr. Reynolds felt that buying materials now would be the most cost effective. Mr. White said the only slow down would be the lack of contractors for contracting out the work primarily on the North Raymond Road.

MOTION: Mike Reynolds motioned to approve the outline as presented for the Road Surface Management System, the bond for which was approved at town meeting last year. Seconded by Christine McClellan.

DISCUSSION: Mr. Gendron said that the petroleum cost increase and the weather has hastened their concern with the roads. Mr. Willard added that the housing growth of Raymond in those areas cause greater problems with wear and repair of the roadways.

VOTE: Unanimous 5-0

b. Cumberland County Hazard Mitigation Plan – Deputy Chief Bruce Tupper.

DISCUSSION: Deputy Tupper explained that this was a multi jurisdictional program for Cumberland County. This program came from federal legislation, and it has been

approved which had to be done by 12/05. This endorsement will allow Raymond to be able to apply for grants for flooding, emergency shelters, etc.

MOTION: Mr. Gendron motioned that the Cumberland County Hazard Mitigation Plan dated 2004 as it pertains to Raymond be accepted so that Raymond is eligible for grants. Seconded by Christine McClellan.

VOTE: Unanimous 5-0

NOTICE: Deputy Tupper invited the Selectmen to join them for a Cumberland County Fire Chief's dinner on May 26 at the Public Safety Building at 6:30 pm. He said there would be another one in September with legislators.

7) Town Manager Report and Communications.

a. Candace Wolston would like to organize a volunteer group to care for Sheri Gagnon playground, and they will have their first meeting tomorrow, May 18th at 3:30 pm at the Park.

b. March for the Parks

The school children presented the Town Manager with a check for \$1,430 to help with the upkeep of the parks. He said that this funding with the volunteer help will go a long way to improve Sheri Gagnon Park.

c. Reserve Engineering Battalion for public works building.

Mr. Willard reported that Col. Jansen said that now that they have returned from Iraq they will be setting up their schedule at home. Raymond is still a high priority and should be selected and possibly have work by the spring of 2006 when the Reserve's machinery returns from Iraq.

d. County Commission in *Forecaster*

Mr. Willard reported that it is being discussed whether the Cumberland County Commissioners should increase from three to five members which would cover the representation in Cumberland County better.

e. Town Elections Friday, May 20, 2005 at Jordan-Small Middle School from 7:00 am to 8:00 pm.

f. Town Meeting Saturday, May 21, 2005 at Jordan-Small Middle School beginning at 10:00 am.

8) Fiscal Warrants – Payroll and Appropriation Warrants dated May 17, 2005.

MOTION: Ada Brown motioned to approve the Payroll Warrant in the amount of \$44,089.70. Seconded by Mark Gendron.

VOTE: Unanimous 5-0

MOTION: Ada Brown motioned to approve the Treasurer's Warrant in the amount of \$589,628.98. Seconded by Christine McClellan.

VOTE: Unanimous 5-0

9) Adjournment.

MOTION: Ada Brown motioned to adjourn. Seconded by Christine McClellan.

VOTE: Unanimous 5-0

ADJOURNMENT: Betty McDermott adjourned the meeting at 9:10 pm.

Louise H. Lester
Town Clerk