

401 Webbs Mills Road  
Raymond, Maine 04071  
207.655.4742

**BOARD OF SELECTMEN**  
**Minutes**  
Tuesday, December 20, 2005

Members present: Betty McDermott, Chairman; Mike Reynolds; Lonnie Taylor; Dana Desjardins; and Mark Gendron.

Members absent: None

Staff present: Don Willard, Town Manager; Elizabeth Cummings, Finance Director/Treasurer; Nancy Yates, Deputy Treasurer/Finance Director; Jack Cooper, Code Enforcement Officer; Denis Morse, Fire Chief; and Amanda Simpson, Assessors Agent.

Others present: Tom Noonan & Chris Farmer, Sebago Lake Rotary Club; Howard Stiles & Vernon Watters, Veterans Memorial Committee; and Eric Hall, Raymond Food Pantry.

- 1) Call to order. Betty McDermott called the meeting to order at 7:00 pm.
- 2) Minutes of the previous meeting dated November 30, 2005.

MOTION: Mike Reynolds motioned to approve the minutes with one correction on page 4 in the second motion his name should be Mike and not Mark. It was seconded by Dana Desjardins.

VOTE: Unanimous 5-0

- 3) New business.

- a. Consideration of new road names:

DISCUSSION: Jack Cooper proposed that there be two new roads and a rename.

- i.) Fox Run Road – located off Rusty Road on Raymond Cape;
    - ii.) Machigone Road off Cobb Road which is off Naomi Road;
    - iii.) Rename Naomi Road to Nashoba Road.

MOTION: Mike Reynolds motioned to approve the road names. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

- b. Sebago Lake Rotary Club DerbyFest Derby Town USA Proclamation and program overview – Tom Noonan.

DISCUSSION: Tom Noonan explained what was on the program for the Derbyfest this year. He said the physical layout was about the same as last year. Route 302 will be blocked for parking and traffic will be routed through Main Street. There will be more parking help than last year as well as more security guards. Packets of information were passed out to the Selectmen. He noted that vendors would be on the ice including sporting goods suppliers and a furrier. He asked if the Rotary could take control of who will be vending for this event because their vendors are contributors to the festivities. The ice rink will be further to the south from last year to make more room for vendors and the landing field will be further west out onto the lake. There will be more snow fencing to protect people from the snowmobile traffic. A professional snowmobile show will be a new addition. He noted that he would return on January 3<sup>rd</sup> to request a 7-day liquor license. The polar ice dip will be on Sunday along with several activities directed at the family and children. He said they have 6,000 feet of snow fence for traffic control of pedestrians and snowmobile movement. There will be snowmobile racing on Sunday on the flight strip, as well as a professional freestyle snowcross snowmobile show on Saturday and Sunday. A kids fishing pool has been added with the fish held in a net corral with underwater cameras so that people can see the fish. Mr. Taylor asked what would be the increase of security guards. Mr. Noonan replied professional security guards would be on duty from Thursday afternoon through Sunday plus volunteer Rotary members. They are providing more lighting up to six lights at Raymond Beach. Hired security guards will be provided though out the whole event and others will be hired as needed. Mrs. McDermott said she liked the snow fence to protect the area. Mr. Noonan said they would like to encourage more snowmobiles as transportation instead of cars because they're easier to park. Mr. Taylor asked if there would be any signage warning snowmobilers that the fence is there. Mr. Noonan replied yes, 4x4 signs but not every 50 feet. He felt the signage they used last year would be sufficient. Mr. Reynolds asked about an official notice of DerbyFest "Derbytown USA" for Raymond. He said that the Selectmen would be willing to help in any way at the event to promote Raymond. Mr. Noonan said that he provided them a list of those charities that got money from their event last year. Mr. Noonan showed a picture of the official Post Office postmark engraving to be used on Saturday. Mrs. McDermott read the proclamation.

NOTE: The Selectmen signed the proclamation.

- c. Consideration of 2005 supplements and abatements – Amanda Simpson, Assessors' Agent.

DISCUSSION: Amanda Simpson, Assessor's Agent, noted that a request for correction for AB 05-12&51 Map 75, Lot 27 needed to be signed which was taken up at the last meeting. She provided a spreadsheet of Camp valuations which was asked for by Mr. Desjardins. Two camps are tax-exempt. Desjardins asked if the non-profit camps were assessed. Ms. Simpson replied yes but they weren't taxed: Camp Hinds (Boy Scouts) and Camp Ganderbrook (religious).

She introduced the second round of abatements and one supplement. She indicated that the total amount of supplementals to date was \$5,584.65 and total abatements \$12,863.16. The bottom line is approximately \$7,300 layout for abatements to date.

MOTION: Mike Reynolds motioned to approve the abatement numbers: AB 05-41 Map 29, Lot 15; AB 05-43 Map 8, Lot 79; AB 05-45 Map 69, Lot 25; AB 05-46 Map 55, Lot 45; AB 05-47 Acct.#H5103P; AB 05-48 Acct #F0012P; AB 05-49 Map 67, Lot 35; AB

05-51A Map 1, Lot 16 A&B; AB 05-54 Map 26, Lot 15; AB 05-55 Map 69, Lot 47; AB 05-59 Map 26, Lot 36; AB 05-59A Map 26, Lot 41; AB 05-60 Map 41, Lot 6; AB 05-75 Map 68, Lot 38; and supplement SU 05-06 Acct#D5007R; Seconded by Lonnie Taylor.

DISCUSSION: Mr. Gendron questioned 51A because there was no change. Ms. Simpson answered that the request was made so an answer must be given.

VOTE: Unanimous 5-0

NOTE: The Selectmen signed the abatements and supplements

MOTION: Mike Reynolds motioned to have all future abatements and supplements having to do with Vision Appraisal be allowed to go through the Assessor's Agent and not come before the Selectmen.

DISCUSSION: Ms. Simpson said that it would be possible to have it in a "warrant" format where the Selectmen could sign it without review or discussion. There was discussion of how the assessing could be moved from the Selectmen to an administrative assessor entirely. Ms. Simpson was asked to look into that effort.

MOTION WITHDRAWN: Mike Reynolds withdrew his motion.

DISCUSSION: Mr. Gendron said he would like to keep the process the way they started this year for continuity. Mr. Desjardins concurred.

NOTE: Ms. Simpson announced a public meeting with Vision Appraisal at Raymond Elementary School gymnasium on Tuesday, January 10, 2006 at 6:30 pm.

d. Veterans' Memorial Committee interviews – Vernon G. Watters, 86 Deep Cove Rd.; Col. Bob Akins, USMC, Ret.; David McIntire, 31 Egypt Rd.

DISCUSSION: Mr. Willard explained that the committee has been reinstated to look into a veterans' memorial with current members of Dana Desjardins, Selectmen's representative; Elisa Trepanier; Eleanor Thompson; and Howard Stiles who is acting as chairman. He said they were looking for interested individuals. Howard Stiles said that Vernon Waters, Bob Akins, and Dave McIntire are also involved. Mr. Stiles reported that they have been having information meetings since August and looking for information from monument companies and getting ideas. They have also been discussing locations in Raymond. He offered their mission statement. He asked that a proclamation of town intent be forthcoming to the committee. Their next meeting will be in February 2006 to begin fund raising for the monument. Mr. Stiles asked about town funding for part or the entire monument. He added they are looking for grants. He said they were aiming toward Veterans Day 2007 for the dedication. Mr. Waters offered his assistance in any way. Mr. Stiles said the Route 302 Landscaping Committee would help with the landscaping and maintenance. Mr. Willard indicated that he would help.

MOTION: Dana Desjardins motioned to appoint Vernon Waters, Bob Akins, and Dave McIntire for the Veterans Memorial Committee. Seconded by Mike Reynolds.

VOTE: Unanimous 5-0

e. Whines Ent. Inc. d/b/a Cafe Sebago - Liquor License Renewal Application - Restaurant/Lounge (Class XI) and Special Amusement Application for acoustical acts and four piece bands – William & Kimberly Hines, Jr.

DISCUSSION: Mr. Willard recommended approval with the positive report from the Fire Department and there being no complaints from citizens.

MOTION: Mike Reynolds motioned to approve a Class XI Liquor License and a Special Amusement Permit for Whines Ent Inc. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

f. Raymond Food Pantry plowing request – Eric Hall.

DISCUSSION: Eric Hall representing Raymond Food Pantry asked that the town plow the parking space for the pantry. Mr. Reynolds asked if the church usually plowed that area and Mr. Hall replied no. Mr. Willard said that an MMA attorney said that it could be done by the town because it serves the community. The problem is that apparently the risk management insurance doesn't cover for liability and he wanted to look into it further because we already can plow private roads for emergency need and also accomplish roadwork. There was a question of the town paying a private business to do the plowing. Mr. Gendron said the town couldn't do it without insurance coverage. He asked that the private entity be looked into with the town paying for it. He felt the town should be supportive. Mr. Hall said that funding for the food is very good. It was felt that the \$200 could come out of the General Assistance Account.

MOTION: Mark Gendron motioned to donate \$200 for the plowing to the food pantry with Mr. Hall arranging the person to do the plowing. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

g. Department head financial and goal presentation – Elizabeth Cummings, Finance Director.

DISCUSSION: Elizabeth Cummings presented a review of her department's duties and responsibilities. The 2005-2006 Audit Report is now available. She added that they were beginning work on the 2006-2007 town budget. There was discussion of investments, grant applications, bonds, and general day-to-day cash accounting. She said that they provide financial reports for various entities in town. They are the custodians of the trust funds for cemeteries, scholarships etc. Mrs. Cummings noted that they work with the School Department for their financial needs and accounts including their payroll. They work with Maine Municipal for insurance needs. Mrs. Cummings noted that Nancy Yates takes care of all payroll duties, filings, and records. She mentioned the goals and work done to date. Now, thanks to Nancy, Raymond is filing many reports electronically. Mr. Willard noted this year's audit report was flawless. Mrs. Cummings said that a goal later this year is to upgrade their computer program and they have talked with North Data, our current program source, and Kevin Woodbrey, Networking Administrator, who believes this would be a good addition.

Mr. Reynolds asked about Northern Data and COG's group purchasing study. Mr. Willard said that GPCOG's choice was Munis which is much more expensive. Nancy Yates was Raymond's representative to the GPCOG research group. Mrs. Yates said that we already have NDS and their new software is compatible to the current program we're using. Mrs. Yates said that all our current data would be transferred with the new software. Mr. Willard felt that the only problem might be with bridging with other towns if that should become desirable in the future.

Mr. Willard asked about further department discussion and interviews. Mr. Gendron noted that the school hasn't been heard from. Mr. Willard asked if they would like to talk with the superintendent or representative from the School Committee. Mr. Gendron wanted to be able to understand where their money was being used. Mr. Reynolds asked what detail level Mr. Gendron was looking for. Mr. Gendron replied that he would like to understand where the 74 cents per dollar on the taxes were going so that he can answer questions from the public. "What is that money doing for me?" Mr. Gendron didn't want to be involved in forming their budget but only wanted some understanding of their process.

h. Consideration of 2006 town scholarship funding levels - Town Clerk Louise Lester.

MOTION: Mark Gendron motioned to keep the funding levels the same as last year establishing a May 2 deadline for applications. Seconded by Dana Desjardins.

VOTE: Unanimous.

i. Pay-per-bag conceptual discussion – Selectman Lonnie Taylor.

DISCUSSION: Mr. Willard noted information included in their packages. Mr. Taylor said that his desire was to have more "bang for the town's buck". This would allow some savings on the tax bills with "user fee" charged by the barrel. Mrs. McDermott felt that many taxpayers feel that trash pickup is the only visible thing they get for their taxes. There was discussion of other avenues of trash collection. Mr. Willard said he would be meeting with the Recycling Committee to look at the future RFP's for trash pickup because the current contact with Pine Tree will be finished 6/30/06. Mr. Willard said that he would be asking Pine Tree for a contract extension so that we have time to plan. Mr. Desjardins said that MMWAC reported that Raymond was below in tonnage of what other towns our size are disposing.

j. Consideration of amendment to Personnel Policy adopted February 4, 1997 – Article VIII Holiday.

NOTE: Mr. Willard read the proposed policy change.

DISCUSSION: Chief Morse said that shifts on weekends and holidays are hard to fill. The town is talking about merging with Gray for dispatching. This is a fairness issue and is only the second time in his seven years of experience in Raymond when it has happened.

MOTION: Mr. Reynolds motioned to approve the recommended change in the Policy. Seconded by Dana Desjardins.

VOTE: 3 in favor (Reynolds, McDermott, Desjardins) 2 opposed (Gendron, Taylor)

k. One Raymond Committee – Update – Selectman Mark Gendron.

DISCUSSION: Mr. Gendron updated the Board on the One Raymond Committee's last meeting noting that Neil Allen from GPCOG spoke about regionalization. He added that the purpose of One Raymond was to get the town and the schools working together for the common benefit. They wanted to be cost effective and reduce duplication of effort and expense. Bulk purchasing could be important for savings. They wanted to explore

areas of opportunity and to identify policies and procedures which work well for a department and try to use it in other departments for better process. The possibility of outsourcing should be studied. The partnership with the schools will be studied for space and other advantages. Mr. Reynolds assured the Board that GPCOG wanted to help and to enhance our endeavors for cooperative alignment with other towns. Mr. Desjardins felt that the school and the town should align their contracts with the towns to have a better result instead of working apart.

1. Executive Session – Annual town manager performance review.

TABLED until 1/17/06

4) Old (unfinished) business.

a. Request for modifications to cardboard drop off area – Melissa Ayers, abutter.

Mr. Willard announced that Ms. Ayers was not present but received a low bid from Maine Line Fence of \$3,190, but it can't be done until spring. He said that Mr. White felt that possibly the current fencing will suffice until spring. Mr. Gendron thought that extending the fence line on the abutter's side by 16 to 24 feet would cover the sight line. Mr. Gendron suggested trying the first 16 feet and see if it's sufficient. They wanted the town crew commended on their work on the new site.

5) Town Manager Report and Communications.

a. Cardboard

Mr. Willard noted the January Roadrunner which has an enlightening article about the cardboard area.

b. Cumberland County Redistricting Committee

Mr. Willard said that this committee would be studying whether to add members(s) to the Board of County Commissioners.

c. MMWAC

Mr. Desjardins reported that at the meeting last Wednesday concerning loosing the ash disposal site Joe Kozar, General Manager, was asked to begin negotiations with James Bennett, Lewiston City Manager, to keep the same site for the dumping of ash. Lewiston's agreement with Cassella won't be going forward at this time because of the Maine Department of Environmental Protection's decision.

6) Fiscal Warrants – Payroll and Appropriation Warrants – December 20, 2005.

MOTION: Mark Gendron motioned to approve the payroll warrant in the amount of \$74,168.14 Seconded by Lonnie Taylor

VOTE: Unanimous 5-0

MOTION: Mark Gendron motioned to approve the treasurer's warrant in the amount of \$105,793.13. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

7) Adjournment.

MOTION: Dana Desjardins motioned to adjourn. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

ADJOURNMENT: Betty McDermott adjourned the meeting at 9:40 pm.

Louise H. Lester

Town Clerk