

TOWN OF RAYMOND
401 Webbs Mills Road
Raymond, Maine 04071

BOARD OF SELECTMEN
MEETING MINUTES
Tuesday, November 18, 2008

SELECTMEN: Mike Reynolds, Chairman; Joe Bruno; Mark Gendron; Lonnie Taylor; and Dana Desjardins.

SELECTMEN ABSENT: None

STAFF: Hugh Coxe, Contract Planner; Denis Morse, Fire Chief; Will Cook, Code Enforcement Officer.

OTHERS: Sam Gifford and Greg Foster, Planning Board; Laurie Forbes, Technology Committee Chairman;

1. Call to order. Mike Reynolds called the meeting to order at 7:04 pm at the Broadcast Studio.
2. Minutes of previous meeting dated October 21, 2008.

MOTION: Joe Bruno motioned to approve the minutes as written. Seconded by Dana Desjardins
VOTE: 4 in favor (Bruno, Desjardins, Reynolds, Gendron) 1 abstention (Taylor)

3. New business.
 - a. Planning Board recommendations for proposed land use ordinance amendments and request for Special Town Meeting – Contract Planner Hugh Coxe.

DISCUSSION: Mr. Coxe explained that this work has been ongoing for the past three years. Most of these changes are environmental for single lots and some subdivision lots. If passed the zoning map will be digital format using our GIS and will include Shoreland Zoning stream protection districts. He requested scheduling a Special Town Meeting on December 2, 2008 for the eleven articles. Public Hearings have been held. Greg Foster commented as a citizen rather than a Planning Board member. He said that he didn't agree with the LRR1 changes feeling that they would restrict landowners in their use and profit from their land. Mr. Coxe said that these ordinance changes were part of their original goals, and there would be more articles coming before the Annual Town Meeting next spring. Mr. Bruno said that he wasn't in favor of a special town meeting because he wasn't informed of the changes and felt that this type of ordinance change should come before the annual town meeting where more voters would be present.

MOTION: Mark Gendron motioned to approve a Special Town Meeting before their regular Selectmen's meeting on Tuesday, December 2, 2008 to include the presented Articles 1-10 and 12 and include the included Article 11 in the annual town meeting warrant next spring. That further there is a study provided on the amount of acreage influenced by Article 11. Seconded by Joe Bruno.

NOTE: The Special Town Meeting to be held in the Jordan Small Middle School cafeteria with a taped video and the regular Selectmen's Meeting following in the Broadcast Studio live.

VOTE: 4 in favor (Gendron, Bruno, Reynolds, Taylor) 1 opposed (Desjardins)

b. Department Head Quarterly Report – Contract Planner Hugh Coxe

DISCUSSION: Mr. Coxe reported that the department consists of Karen Strout, Secretary and himself. He has hours every Thursday at the Town Office. He has been working on the Route 302 commercial corridor project, and with the Conservation Commission on their Open Space Plan. He said that his department is funded by various project budgets i.e. Open Space and CPIC. He continued that escrow accounts from developers are also a part of this funding. Mr. Desjardins thanked Mr. Coxe for his work. Mr. Willard added that he was a valuable addition to Raymond. Mr. Gifford felt that Mr. Coxe's help with the Planning Board makes their work more efficient.

c. Department Head Quarterly Report – Contract Assessor Mike O'Donnell
TABLED

d. Review of Information Technology RFP's and bid award – Town Manager Don Willard.

DISCUSSION: Mr. Willard said that RFP's were sent to approximately 50 vendors, five replied and two submitted bids. Woodbrey Consulting's bid was \$65,000 or \$195,00 for 3 years. SystemsArchitecture's bid was \$589,288 for the 3-year period. Mr. Gendron noted that at some point this technology would cost the town a lot of money when we can no longer have Woodbrey's offer. Mr. Desjardins had concern that the bid process wasn't held long enough, and he also had concern about Mr. Woodbrey's involvement with the RFP development. He felt that if they choose Kevin Woodbrey it would be for one year. Mr. Willard said that Mr. Woodbrey gave requested information about the system but did not have anything to do with the writing of the RFP. Mr. Woodbrey helped show the hardware to prospective bidders but didn't have input in the RFP. Vincent McHale and Evan Desjardins from SystemsArchitecture answered questions saying that their firm has a team approach with technology specialists who will service the town. They said that their bid was based on a 40-hour workweek. Mr. McHale said that they would be happy to help with the system in some hybrid scenario with Mr. Woodbrey. Mr. Bruno suggested that they might link with Mr. Woodbrey to be a backup for his work. Mrs. Forbes said that she has spoken with other companies who are still interested in our work at some time. She said that one company suggested their company find an employee for Raymond to take care of our systems.

MOTION: Joe Bruno motioned to award the contract to Woodbrey Consulting for \$60,000 per year for a 3-year commitment with Raymond accepting the responsibility for his insurance as we do now. Seconded by Lonnie Taylor.

VOTE: 4 in favor (Bruno, Taylor, Reynolds, Gendron) 1 opposed (Desjardins)

e. School consolidation information update – Selectman Joe Bruno

DISCUSSION: Mr. Bruno reported that school consolidation was passed on November 4th and nominations for the position of a consolidated school board member will be available on December 2, 2008 with the election on January 27, 2009.

f. Greater Portland Council of Governments (GPCOG) update – Chairman Mike Reynolds.

DISCUSSION: Mr. Reynolds announced that their Sustainability Conference set for December 10th has been postponed to March 27, 2009 which will have a different agenda.

MOTION: Mark Gendron motioned to go into Executive Session under 1 M.R.S.A. §405(6)(H).
Seconded by Dana Desjardins.

VOTE: Unanimous 5-0

RECESS: Mike Reynolds recessed the meeting at 8:09 pm.

- g. Executive Session – Consultation with Code Enforcement Officer of pending enforcement matter 1 M.R.S.A. §405(6)(H)

MOTION: Joe Bruno motioned to come out of Executive Session. Seconded by Dana Desjardins.

VOTE: Unanimous 5-0

REOPEN MEETING: Mike Reynolds opened the meeting at 8:19.

MOTION: Joe Bruno motioned that we authorize the Town Manager Don Willard to sign a consent agreement on a Code Enforcement Officer enforcement matter. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

NOTE: The following was not heard in Executive Session but in open meeting.

- h. Executive Session – Discussion of confidential records 1 M.R.S.A. §405(6)(F)

Dispatch Service.

Mr. Willard said that when this agenda was written it was thought that Naples would have their meeting prior to this one. He reviewed the history of the Naples Dispatch Center and Raymond's involvement. Casco has withdrawn from Naples Dispatch which means that the expense would be greater to the remaining towns. Naples also doesn't want to continue the Dispatch and will be shutting it down. We are looking at an orderly shutdown and join Cumberland County Dispatch. Mr. Willard will be meeting with the Naples and Casco Town Managers regarding this process.

Chief Morse noted that Raymond's radio repeaters would be of benefit to Cumberland County as an incoming repeater. The transition should be smooth into the Cumberland County Dispatch. The rates are the same for all towns. The interim contract will be for 6-month terms. Mr. Willard wanted to have a plan ready for their meeting on December 2nd. Chief Morse said that the Naples Dispatch would be kept in tact for emergency situations.

NOTE: Chief Morse reported that the Raymond Fire Department has been notified that it will receive a \$156,000 grant for Scott Airpacs. He said that this would not have been possible without the work of Jillian Thomas in preparing and submitting the grant.

MOTION: Joe Bruno motioned to go into Executive Session under 1 M.R.S.A. §405(6)(C).
Seconded by Lonnie Taylor.

RECESS: Mike Reynolds recessed the meeting at 8:29 pm.

i. Executive Session – Acquisition of real property 1 M.R.S.A. §405(6)(C)

MOTION: Joe Bruno motioned to come out of Executive Session. Seconded by Dana Desjardins
VOTE: Unanimous 5-0

RECESS: Mike Reynolds reopened the meeting at 9:04 pm.

MOTION: Joe Bruno motioned to authorize the Town Manager to negotiate on the town's behalf for acquisition of real property. Seconded by Dana Desjardins.
VOTE: Unanimous 5-0

MOTION: Joe Bruno motioned to go into Executive Session under 1 M.R.S.A. §405(6)(A) to discuss the town manager's evaluation and a personnel situation. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

RECESS: Mike Reynolds recessed the meeting at 9:07 pm.

j. Executive Session – Town Manager Evaluation 1 M.R.S.A. §405(6)(A)

MOTION: Joe Bruno motioned to come out of Executive Session. Seconded by Lonnie Taylor.
VOTE: Unanimous 5-0

REOPEN MEETING: Mike Reynolds reopened the meeting at 9:18 pm.

MOTION: Joe Bruno motioned to extend the Town Manager's contract for one additional year which will continue to 2012. Seconded by Dana Desjardins.
VOTE: Unanimous 5-0

QUESTION: Mr. Reynolds asked if Raymond was locked into a heating oil contract. Mr. Willard replied that he was sure that Nancy Yates, Finance Director, had taken care of this. Mr. Desjardins asked about the school as well.

4. Old (unfinished) business.
 - a. None
5. Town Manager Report and Communications.
 - a. Confirm dates of December meetings

Mr. Reynolds suggested that they keep the agenda light on 12/2 and postpone Mike O'Donnell until their next meeting in January. Mr. Willard noted that the Budget Committee's first meeting would possibly be the first week in December. Mr. Willard asked for the Selectmen's goals and objectives for the new budget.

Mr. Reynolds said that they should extend an invitation to Malory Shaughnessy to their meeting because she would like to talk with the Selectmen about their idea of seceding from Cumberland County. He also noted that Cumberland County Budget Advisory Board was meeting in Naples tomorrow night at 6:00 pm.

Mr. Willard will be meeting with an Oxford County Commissioner and representative from Oxford County discussing secession. First problem is that Raymond is not bordering on Oxford County, but they have talked about Casco and Naples to secede as well. Because of our valuation it wouldn't be cost effective for us to go alone, but with Casco and Naples it might be. Our legislative representative would also join the discussion.

6. Fiscal Warrants – Payroll and Appropriation Warrants – November 18, 2008.

MOTION: Lonnie Taylor motioned to approve the Payroll Warrant in the amount of \$102,413.42. Seconded by Joe Bruno.

VOTE: Unanimous 5-0

MOTION: Lonnie Taylor motioned to approve the Treasurer's Warrant in the amount of \$102,428.47. Seconded by Joe Bruno.

VOTE: Unanimous 5-0

7. Adjournment.

MOTION: Joe Bruno motioned to adjourn. Seconded by Dana Desjardins.

VOTE: Unanimous 5-0

ADJOURNMENT: Mike Reynolds adjourned the meeting at 9:33 pm.

Louise H. Lester
Town Clerk