

TOWN OF RAYMOND  
401 Webbs Mills Road  
Raymond, Maine 04071

BOARD OF SELECTMEN  
MINUTES  
Tuesday, May 11, 2010

ATTENDANCE: Mike Reynolds, Chairman; Joe Bruno; Dana Desjardins; Lonnie Taylor; and Charles Leavitt.

SELECTMEN ABSENT: None.

TOWN STAFF: Don Willard, Town Manager; Chris Hanson, Code Enforcement Officer; Hugh Coxe, Contract Planner; and Denis Morse, Fire Chief.

OTHERS: Michelle Carver

1. Call to order. Mike Reynolds called the meeting to order at 7:04 pm at the Broadcast Studio.
2. Minutes of previous meeting April 6, 2010.

MOTION: Joe Bruno motioned to approve the minutes of April 6, 2010 as written. Seconded by Lonnie Taylor.

DISCUSSION: Mr. Bruno asked that a correction be made in the Town Staff line by adding "Coxe" to Hugh. Mr. Bruno noted that an abstention of vote should not be noted at all in the minutes, just yea and nay votes. Mr. Leavitt questioned whether when abstaining you have to give a reason. Bruno replied no. *Roberts Rules* recommends announcing when you have a conflict and then have that acknowledged by the chairman. Mr. Bruno added that the person with the conflict could still vote if he/she chose. Mr. Bruno will donate a copy of *Roberts Rules of Order* to the town.

VOTE: Unanimous 5-0

3. New business:

Taken out of agenda order.

- b. Discussion of Fire Department Ordinance amendments – Fire Chief Denis Morse [7:09]

DISCUSSION: Chief Morse informed the meeting that the ordinance included in the town meeting warrant has been under question as to whether it is legal. Because of timing of town meeting the ordinance will be in the warrant, but the Fire Department would like to withdraw the sprinkler system part of the ordinance. He still feels that it would be good for Raymond but not at this time. Mr. Bruno said the article would be all or nothing and he recommended withdrawing the whole article and possibly bringing a revised ordinance to a special town meeting. There was discussion about whether that article should go forward and be explained at town meeting. It was decided to present the article and possibly motion to table indefinitely.

Taken out of agenda order.

- a. Consideration of abatement requests – Contract Assessor Michael O’Donnell [7:20]

DISCUSSION: Mr. Willard presented the abatements.

Map 16, Lot 29, The 65 Spring Valley Trust recommended to be denied by contract assessor Mike O’Donnell.

MOTION: Charles Leavitt motioned to deny The 65 Spring Valley Trust Map 16, Lot 29. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

Map 42, Lot 37 James Boyle recommended to be approved by Mike O’Donnell.

MOTION: Charles Leavitt motioned to grant the abatement to James Boyle Map 42, Lot 37 in the amount of \$729.93. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

MOTION: Charles Leavitt motioned to go into Executive Session with the Code Enforcement Officer under 1 M.R.S.A. §405(6)(H). Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

RECESS: Mike Reynolds recessed the meeting at 7:32 pm.

MOTION: Charles Leavitt motioned to come out of executive session. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

REOPENED MEETING: Mike Reynolds reopened the meeting at 7:35.

MOTION: Charles Leavitt motioned to go into Executive Session with the Code Enforcement Officer and Contract Planner under 1 M.R.S.A. §405(6)(H). Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

RECESS: Mike Reynolds recessed the meeting at 7:36 pm.

- b. Executive Session – Consultation with Code Enforcement Officer pursuant to 1 M.R.S.A. §405(6)(H)

MOTION: Charles Leavitt motioned to come out of Executive Session. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

REOPEN MEETING: Mike Reynolds reopened the meeting.

Taken out of agenda order.

- c. Signing of RSU#14 Budget Warrant for Public Hearing and referendum – Board of Selectmen

MOTION: Joe Bruno motioned to sign the warrant. Seconded by Charles Leavitt.  
VOTE: 4 in favor (Bruno, Leavitt, Taylor, Reynolds), 1 against (Desjardins)

NOTE: The Selectmen signed the Budget Validation Warrant.

- d. Discussion about selecting a Raymond representative to the GPCOG Lakes Region Planning Initiative Design Team – Board of Selectmen

DISCUSSION: Mr. Reynolds noted that this work would prepare for a regional Comprehensive Plan. He asked for a volunteer to represent Raymond on this committee. The time commitment will be approximately one meeting a month.

- e. Review Provider Agency Funding Request/Reporting Requirements Policy – Board of Selectmen

DISCUSSION: Mr. Reynolds noted the draft prepared by Mrs. Lester. Mr. Leavitt asked to add the articles of incorporation to the requirements. Mr. Bruno said that this would be for any request for funding for a non-profit organization.

MOTION: Joe Bruno motioned to approve the amended policy to require a non-profit certification from the Secretary of State's office. Seconded by Dana Desjardins.  
Unanimous 5-0

- f. Signing of Annual Town Meeting Warrant – Board of Selectmen

NOTE: The Selectmen signed the warrant for Town Meeting June 1, 2010 which was voted on April 6, 2010.

MOTION: Mike Reynolds motioned to go into Executive Session. Seconded by Joe Bruno.  
VOTE: Unanimous 5-0

RECESS: Mike Reynolds recessed the meeting at 8:14 pm.

- g. Executive Session – Discussion of acquisition of real property pursuant to 1 M.R.S.A. §405(6)(C)

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

REOPEN MEETING: Mike Reynolds reopened the meeting at 8:24 pm.

- h. Recognition of Chris McClellan in thanks for her service on the Comprehensive Plan Implementation Committee (CPIC)

DISCUSSION: Mr. Reynolds thanked Christine McClellan for her work with the Comprehensive Plan Implementation Committee. He read the citation. He said that she had previously sat on the Comprehensive Plan Committee and the Route 302 Committee thereby devoting 10 years toward the 2004 Comprehensive Plan. He acknowledged Chris and the other committee members for their hard work. [8:27 pm]

MOTION: Lonnie Taylor motioned to go into Executive Session to discuss confidential records pursuant to 1 M.R.S.A. §405(6)(F)

VOTE: Unanimous 5-0

RECESS: Mike Reynolds recessed the meeting at 8:37 pm.

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

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.

MOTION: Joe Bruno motioned to take \$3,000 from the Collins Day, \$1,000 from the George Wood, \$1,000 from the Torstein-Johannas Lund for a total of \$5,000. There were 10 eligible applicants each of which will receive \$500. Seconded by Lonnie Taylor.

VOTE: Unanimous 4-0

MOTION: Lonnie Taylor motioned to go into Executive Session for a personnel matter pursuant to 1 M.R.S.A. §405(6)(A). Seconded by Charles Leavitt.

VOTE: Unanimous 5-0

RECESS: Mike Reynolds recessed the meeting.

- j. Executive Session – Discussion of personnel matters pursuant to 1 M.R.S.A. §405(6)(A)

MOTION: Charles Leavitt motioned to come out of Executive Session. Seconded by Joe Bruno.

VOTE: Unanimous 5-0

REOPEN MEETING: Mike Reynolds reopened the meeting.

MOTION: Joe Bruno motioned to extend the Town Manager's contract for one year ending June 1, 1012

VOTE: Unanimous 5-0

4. Old (unfinished) business.

- a. Consideration of Raymond Conservation Commission request for FY 2009-2010 budget carryover – Board of Selectmen

DISCUSSION: Mr. Reynolds reminded them that this request was from John Rand, Chairman of the Conservation Commission. If allowed this will give enough funding to join the GreenPrint Program. Mr. Bruno said that he thought they had asked the Board to use this year's funds before June 30<sup>th</sup> and then use the next year's after July 1<sup>st</sup>. Mr. Willard suggested putting conditions on the Conservation Commission budget for this use as to whether or not the GreenPrint Program will be going forward.

MOTION: Joe Bruno motioned to table this issue. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

b. Further review of Selectmen By-laws and Policies – Board of Selectmen [9:47]

MOTION: Joe Bruno motioned to accept the changes as amended from the input from the Selectmen. Seconded by Dana Desjardins.

DISCUSSION: Mr. Leavitt was reluctant to change the schedule for Selectmen's meetings. He felt that the public should be able to depend on regular meeting dates. He would rather schedule two meetings a month and then possibly vote not to have one. He had comment that "quorum" should be moved further up on the bylaws. [Page 5, Section 12] He felt that the solution to a complaint of the town manager being resolved by the chairman should be adjusted to the whole board being involved. Mr. Bruno felt it would be up to the chairman to bring it to the rest of the board. Mr. Reynolds felt its intent was that the chairman should determine the validity of the complaint. It was decided to delete "resolution". Mr. Bruno still felt that the chairman should do the investigation and bring the results to the board for resolution. Mr. Taylor suggested replacing "can" with "will".

Mr. Leavitt requested leaving the meeting schedule part as it is. He felt that the public deserves two meetings a month. Mr. Bruno felt that the flexibility of setting meetings makes it convenient for the Selectmen to be able to attend. Mr. Taylor concurred. Mr. Leavitt felt that having late meetings makes it difficult for the public to attend the meeting whether in person or on television. Mr. Bruno said that it's rare that they have a very late meeting. Mr. Reynolds suggested inserting, "the first Tuesday of the month or as necessary or as determined by law."

WITHDRAWN MOTION: Mr. Bruno and Mr. Desjardins withdrew the motion and second.

It was decided to bring this back at their next meeting for a vote after seeing the revised policy.

5. Town Manager Report and Communications

- a. Confirm date for June Selectmen's Meeting – Proposed Tuesday, June 8, 2010. Town Meeting 6/1/10 and primary 6/8/10.

NEXT MEETING: Tuesday, June 15, 2010 at 7:00 pm at the Broadcast Studio.

- b. Seeking applications for Administrative Assistant.

Mr. Willard announced that the applications are coming in. The deadline is May 28, 2010.

- c. Seeking contractors for roof job on Town Office.

Mr. Willard reported that the advertising has gone out and bids should be received very soon. The deadline is May 25, 2010 with the job to be concluded by June 30, 2010.

- d. Public Safety energy funding is still being considered from the state or federal agencies. Mr. Willard explained that this grant was still in progress.

- 6. Selectmen Communications. [This agenda item is for the general discussion of non-agenda items by the Board of Selectmen, and for the purpose of introducing future topics for discussion. No action will be taken.]

- a. Mr. Desjardins announced that he would be resigning in October because he is running for the District 103 Legislative seat, but win or lose he will resign. He expects that the election for his replacement will be November 2<sup>nd</sup>.
- b. Mr. Bruno noted the level of General Assistance and felt that we should be diligent of the state so that we get full reimbursement for any services we should be getting back.
- c. Mr. Desjardins resignation.  
Mr. Bruno wished Mr. Desjardins well in his endeavors. Mr. Leavitt wished that Mr. Desjardins would reconsider staying on the board.
- d. Mr. Leavitt asked voters to participate in town meeting and the elections.
- e. Mr. Bruno announced that the RSU#14 budget Public Hearing would be Wednesday, May 26 at 7:00 pm at the Windham Performing Arts Center.

Mr. Taylor felt that the board was positively diverse with Mr. Desjardins participation. He wished him well.

Mr. Reynolds thanked Mr. Desjardins for his work and commitment.

Mr. Willard also thanked him for his participation over the years.

f. Raymond baseball.

Mr. Taylor noted that this was baseball season, and he would appreciate pet owners picking up after their animals on and around the fields. He added that volunteers are needed to help with the games. They are looking for people to contribute to the commercial signs at the fields. Mr. Desjardins said that the softball teams are looking for umpires.

#### 7. Fiscal Warrants – Payroll and Appropriation Warrants – May 11, 2010

MOTION: Lonnie Taylor motioned to approve the Payroll Warrant in the amount of \$117,450.27. Seconded by Charles Leavitt.

VOTE: Unanimous 5-0

MOTION: Lonnie Taylor motioned to approve the Treasurer's Warrant in the amount of \$2,096,475.19. Seconded by Charles Leavitt.

VOTE: Unanimous 5-0

#### 8. Adjournment.

MOTION: Joe Bruno motioned to adjourn. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

ADJOURNMENT: Mike Reynolds adjourned the meeting at 10:28 pm.

Louise H. Lester  
Town Clerk