



**BOARD OF SELECTMEN
Minutes**

April 5, 2016

7:00pm – Regular Meeting

Broadcast Studio
423 Webbs Mills Road

Resolution: We, the Raymond Board of Selectmen, recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to "Be the Influence" and to recognize that decisions matter.

Selectmen in attendance: Mike Reynolds, Joe Bruno, Teresa Sadak, and Samuel Gifford

Selectmen absent: Lawrence Taylor

Town Staff in attendance:

Don Willard – Town Manager
Nancy Yates – Finance Director
Nathan White – Public Works Director
Bruce Tupper – Fire Chief
Cathy Gosselin – Deputy Fire Chief
Sue Look – Town Clerk

1) **Called to order** at 7:00pm by Chairman Reynolds

2) * **Minutes of previous meeting**

a) **March 8, 2016 – Regular Meeting**

Motion to approve minutes as presented by Selectman Sadak. Seconded by Selectman Bruno.
Unanimously approved.

b) **March 29, 2016 – Joint Budget Workshop with Budget-Finance Committee**

Motion to approve minutes as presented by Selectman Sadak. Seconded by Selectman Bruno.
Unanimously approved.

3) * **Public Hearings**

a) **Application for a Malt Liquor License Renewal, William Coppersmith, Jr., DBA Fisherman's Catch (1270 Roosevelt Trail)**

The Public Safety Department performed the requisite life safety and fire protection ordinance inspections on the morning of March 18, 2016. Raymond Fire Inspector David Mains will be in attendance to report the results of the inspection and be available if there are any questions. No complaints of any kind have been lodged with the Town against Fisherman's Catch regarding their operations.

* Items taken out of order

Motion to begin Public Hearing above at pm by Selectman Sadak. Seconded by Selectman Bruno.

Unanimously approved.

Chief Tupper – The only issue is to get a Knox box installed and we are working with Mr Coppersmith to get this rectified. There have had no issues in the past year.

Public hearing declared closed at 7:02pm

Motion to approve the Malt Liquor License Renewal for Fisherman's Catch by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

- b) **Annual Town Meeting Land Use Ordinance Changes** – Stephanie Carver from GPCOG and Bob O'Neill, Chairman of the Planning Board were available for questions

Motion to begin Public Hearing above at 7:02pm by Selectman Sadak. Seconded by Selectman Bruno.

Unanimously approved.

Ms Carver – Read each article as presented in the Town Warrant and the description.

- *Article 2 – Shall Sections 12 (Non Conformance), Section 13 (Establishment of Shoreland Districts), Section 15 (Land Use Standards), Section 16 (Administration), and Section 17 (Definitions) of the Shoreland Zoning Provisions of the Town of Raymond as adopted May 21, 1994 and amended through June 3, 2015, be further amended by adding the underscored language and deleting the strikethrough type as shown?*

Specifically, the proposed amendments include updating and revising definitions, changing the criteria for the expansion of nonconforming structures based on footprint and height, rather than floor area and volume as previously dictated, clearing of vegetation and revegetation, removal of hazard, storm-damaged and dead trees, allowing the CEO to grant variances related to ADA issues, and adjustment of required culvert sizing. Additionally, several new definitions are proposed, and reformatting throughout the document associated with these proposed changes.

Motion to accept and recommend the above Shoreland Zoning Provisions changes as recommended by the Planning Board by Selectman Bruno. Seconded by Selectman Sadak.

Unanimously approved.

- *Article 3 – Shall Articles 9.X.1 (Stormwater Quality and Phosphorous Control-Applicability), 9.X.2. (Application Review), 9.X.2.a. (Point System) of the Raymond Land Use Ordinance, as adopted May 21, 1994 and amended through June 3, 2015 be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?*

Town staff is recommending changes regarding how stormwater calculations are determined for smaller projects and the level of review they will receive among town staff.

Motion to accept and recommend the above Land Use Ordinance changes as recommended by the Planning Board by Selectman Bruno. Seconded by Selectman Sadak.

Unanimously approved.

* Items taken out of order

- *Article 4 – Shall Article 12 (APPLICABILITY AND DEFINITION OF TERMS USED IN THIS ORDINANCE) of the Raymond Land Use Ordinance and Section 17 (DEFINITIONS) of the Shoreland Zoning Provisions be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?*

In 2014, the Town of Raymond proposed additions to their definitions which provide clearer understanding for terms used for the Parking uses. Those terms included Off-Street parking, Off-Site Parking, and Independent Facility. Similarly, the definition of “Driveway,” has led to some confusion and thus definitions in both the Shoreland Provisions and Land Use Ordinance have been amended to be consistent. New Definitions for the term “Driveway” and “Secondary Access” are proposed to both the Land Use Ordinance and Shoreland Zoning Provisions. The similar terms “Driveway” and “Driveway Entrance” have been refined and clarified in both the Shoreland Provisions and Land Use Ordinance to be more consistent with one another.

Motion to accept and recommend the above Land Use Ordinance and Shoreland Zoning Provisions changes as recommended by the Planning Board by Selectman Gifford. Seconded by Selectman Sadak.

Unanimously approved.

- *Article 5 – Shall Section 16.G ADMINISTRATION-Appeals of the Shoreland Zoning Provisions as adopted May 21, 1994 and amended through June 3, 2015 and Article 6 (Board of Appeals) of the Land Use Ordinance be further Amended by adding the underscored language and deleting the language in strikethrough type as shown below?*

The following amendments are proposed to Section 16 of the Shoreland Zoning Provisions and Article 6 of the Town of Raymond land Use Ordinance. These amendments state that decisions of the Planning Board will not be reviewed by the Board of Appeals, but rather go directly to Superior Court, and they also clarify that the Board of Appeals shall review a decision of the Code Enforcement Officer in a “de novo” hearing, meaning they will reconsider the application independent of the CEO’s decision. The proposed language also corrects the time period for appeals to Superior Court to 45 days to be consistent with state statute.

Brian Walker – Does this mean that the ZBA is being removed from this so that this is a State controlled process and not a locally controlled process.

Ms Carver – It is to save the applicant a step and so that we do not have a town board reviewing another town board.

Mr Walker – Is this only for Shoreland Zoning? What is the role of the ZBA?

Ms Carver – The ZBA will deal with variances.

Motion to accept and recommend the above Land Use Ordinance changes as recommended by the Planning Board by Selectman Bruno. Seconded by Selectman Sadak.

Unanimously approved.

- *Article 6 – Shall locations throughout the Land Use Ordinance, Subdivision Regulations, and the Fire Protection Ordinance where fees are identified be changed to read “as found in the Town of Raymond Planning Board and Zoning Board of Appeals Fee Schedule?” Additionally, shall the Fees and Penalties Ordinance, adopted October, 1986*

* Items taken out of order

and amended through June 3, 2015 be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

Town staff is proposing that any reference to specific fees be removed from the Land Use Ordinance, Subdivision Regulations, and the Fire Protection Ordinance and replaced with language referring to the fee schedule.

Motion to accept and recommend the above Land Use Ordinance, Subdivision Regulations, and Fire Protection Ordinance changes as recommended by the Planning Board by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

- *Article 7 – Shall the Land Use Ordinance Article 9 Section Q (Lot Coverage) and Article 12 (Definitions) be amended by adding the underscored language and deleting the language in strikethrough type as shown below?*

The language is amended from “Lot Coverage” to “Lot Structural Coverage” to better describe the intent of the term which is to describe the portion of a lot actually covered by structures.

Motion to accept and recommend the above Land Use Ordinance changes as recommended by the Planning Board by Selectman Bruno. Seconded by Selectman Sadak.

Unanimously approved.

- Article 8 – Shall the Fire Protection Ordinance of the Town of Raymond (Miscellaneous Ordinances) be amended by adding the underscored language and deleting the language in strikethrough type as shown below?

The recommended modifications and changes to the current Town of Raymond Fire Protection Ordinance include adding fee costs, code references, reformatting and deleting repetitive text, and changing the town’s Fire Department address and are primarily administrative in nature. However, a few notable changes include the added criteria requiring the review of fire alarm system installation or alteration, and the requirement of smoke detectors and carbon monoxide detectors with the installation of a solid fuel burning device.

Motion to accept and recommend the above Fire Protection Ordinance changes as recommended by the Planning Board by Selectman Bruno. Seconded by Selectman Sadak.

Unanimously approved.

Motion by Selectman Bruno to close the public hearing at 7:18pm. Seconded by Selectman Gifford.

Unanimous approved.

4) New Business

a) **Consideration and Review of FY16-17 Budget and Approval of 2016 Annual Town Meeting Warrant**

ARTICLE 9: To see if the Town will vote, pursuant to 23 M.R.S.A. §2953, that orders of the municipal officers with respect to the closing of roads to winter maintenance shall be a final determination.

* Items taken out of order

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 10: To see if the Town will vote to authorize the Selectmen on behalf of the Town to sell and dispose of any property acquired by the Town for nonpayment of taxes pursuant to the policy adopted by the Selectmen, as may be amended from time to time, the policy to remain consistent with State statutes and laws. In all cases conveyance to be made by municipal quitclaim deed.

Motion to recommend the above article by Selectman Bruno. Seconded by Selectman Sadak.

Unanimously approved.

ARTICLE 11: To see what date taxes will be due and to set an interest rate for unpaid amounts.

The Selectmen recommend 1st half to be due October 31, 2016 and 2nd half to be due April 30, 2017 with interest at seven percent (7%) on any unpaid balances.

Motion to recommend the above article by Selectman Bruno. Seconded by Selectman Sadak.

Unanimously approved.

ARTICLE 12: To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at seven percent (7%) for the fiscal year.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 13: To see if the Town will vote to authorize the Board of Selectmen to dispose of Town owned personal property with value not to exceed \$35,000.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 14: To see if the Town will vote to authorize the Selectmen to borrow from or appropriate from undesignated fund balance (surplus) as they deem advisable to meet the unanticipated needs of the community that occur during the fiscal year with amount not to exceed \$75,000.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 15: To see if the Town will authorize the Selectmen, for the fiscal year 2016 - 2017, to transfer funds between appropriation accounts as long as the grand total of all appropriations is not exceeded. Any such transfers to be approved only at a properly called

public meeting of the Selectmen.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 16: To see if the Town will vote to authorize the use of Town employees and/or Town owned equipment or independent contractor(s) hired by the Town for maintenance on private roads in special and certain circumstances where in the public's interest.

Note of explanation – Three examples of when the use of Town employees and equipment may be necessary:

- A. Tying in work done on a public road that intersects a private road;
- B. Plowing snow on a private road to clear the way for emergency response apparatus; and
- C. In rare or emergency situations, maintaining private roads for school bus access to special education students as deemed necessary.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 17: To see if the Town will vote to authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. § 506.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 18: To see if the Town will vote to appropriate \$200,968 from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2016 - 2017 projects proposed in the Tax Increment Financing District Development Program.

Note: Included in this item are:

Raymond-Casco Historical Society	\$ 1,800
RWPA Milfoil Program	\$ 20,000
GPCOG Annual Dues	\$ 4,436

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Chairman Reynolds – This article includes monies for the Lake Region Bus. Also “tax increment of the” needs to be struck. I agree with some of the comments that have been made about the bus. We have looked for ways to do joint projects with other towns. I am less concerned about the money and more about who is providing the service. RTP does not do fixed route providing. My feeling is that we support it as a joint effort with our neighbors or we stop supporting it all together because it is the wrong service delivery.

Selectman Bruno – The price of a ride makes no sense. Each town's fare is the same to Portland.

Selectman Sadak – I know it helps some people and some towns. I am OK with giving some of it, but not all of it.

Selectman Gifford – I think your reduction is appropriate.

Selectman Bruno – If a town is further from Portland, they should be contributing more to the bus and the riders should be paying more.

Selectman Sadak – To ride to Portland for \$3 is nothing.

Motion by Selectman Bruno to reduce the article down to \$196,312, a reduction of \$4,656 to make the support for the Lake Region Bus \$5,000 (same as last year) and to strike out the “tax increment of the” language from the article. Seconded by Selectman Gifford.

Chairman Reynolds – This would be the only service provider that we fund. We have eliminated all other service providers.

Unanimously approved.

ARTICLE 19: To see if the Town will vote to raise and appropriate \$458,426 for the Administration account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 20: To see if the Town will vote to raise and appropriate \$56,261 for the Assessing account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Bruno.

Unanimously approved.

ARTICLE 21: To see if the Town will vote to raise and appropriate \$102,900 for the Code Enforcement Department account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 22: To see if the Town will vote to raise and appropriate \$23,615 for the Town Hall account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 23: To see if the Town will vote to raise and appropriate \$500,480 for the Insurance account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Selectman Bruno – I do not believe that a 7% increase is enough for health insurance. I

* Items taken out of order

have heard double digit increases.

Finance Director Yates – The figure is 7% of anticipated increase to health insurance - \$225,000, I went up 5% on dental. The figures are based on what is currently budgeted, but on current rates we are paying.

Selectman Bruno – If we went up another 7% health insurance would be \$240,000.

Motion to amend the motion on the floor and increase the amount for health insurance by \$15,000 by Selectman Bruno. Seconded by Selectman Sadak.

Unanimously approved as amended.

ARTICLE 24: To see if the Town will vote to raise and appropriate \$6,000 for the General Assistance account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 25: To see if the Town will vote to raise and appropriate \$184,271 for the Technology Department account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 26: To see if the Town will vote to raise and appropriate \$41,488 for the Community Development account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 27: To see if the Town will vote to raise and appropriate \$684,221 for the Fire/Rescue Department account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 28: To see if the Town will vote to raise and appropriate \$16,222 for the Animal Control account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 29: To see if the Town will vote to raise and appropriate \$21,816 for the Infrastructure account.

* Items taken out of order

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 30: To see if the Town will vote to raise and appropriate \$690,790 for the Public Works account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Bruno.

Unanimously approved.

ARTICLE 31: To see if the Town will vote to raise and appropriate \$316,262 for the Solid Waste account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 32: To see if the Town will vote to raise and appropriate \$15,841 for the Employee Compensation and Training account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Bruno.

Unanimously approved.

ARTICLE 33: To see if the Town will vote to raise and appropriate \$27,164 for the Cemeteries account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 34: To see if the Town will vote to raise and appropriate \$15,788 for the Parks & Recreation account.

Included are:

Materials, maintenance, equipment	\$ 2,500
Contract Services	\$ 8,688
Raymond Rattlers Snowmobile	\$ 1,600
Raymond Baseball/Softball	\$ 1,000
Agawam mowing/soccer	\$ 2,000

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 35: To see if the Town will vote to raise and appropriate \$60,500 for the Raymond Village Library.

* Items taken out of order

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Selectman Sadak – I am not comfortable with the full \$60,500. I would like to propose that we have an incentive to get to \$55,000 from a guaranteed amount of \$42,000. I think the Library needs to figure out what they do have before they ask for more money.

I **withdraw the motion** by Selectman Sadak. Seconded by Selectman Bruno.
Voted 3-1. **Motion withdrawn.**

Motion to approve and recommend \$56,500 which is a 2% increase from last year by Selectman Bruno.

No second.

Motion to approve and recommend \$60,500 by Selectman Gifford.

No second.

Motion to approve and recommend \$47,500 guaranteed with the opportunity to match up to \$60,000 (only matched with cash contributions) by Chairman Reynolds.

No second.

Motion to approve and recommend \$56,500 by Selectman Gifford. Second by Selectman Bruno.

Selectman Sadak – I know they need money for construction/repairs and is this where we could discuss a loan for repairs?

Selectman Bruno – That would need to be a separate warrant article.

Chairman Reynolds – They could get a low interest loan with the money they have.

Voted 3-1. Motion carried.

ARTICLE 36: To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Bruno.

Unanimously approved.

ARTICLE 37: To see if the Town will vote to raise and appropriate \$986,772 for the Capital Improvement account.

Included are:

Public Works Equipment Reserve	\$ 85,000
2013 Public Works Road Construction Bond Payment	\$ 236,000
Public Works Paving/Road Reserve	\$ 275,000
Municipal Facilities Maintenance/Improvements	\$ 25,000
2002 PSB Bond Payment	\$ 110,772
Fire Department Equipment/Facilities	\$ 150,000
Bond Payment for Fire Truck/Sand-Salt Shed	\$ 105,000

Motion to recommend the above article by Selectman Bruno. Seconded by Selectman

* Items taken out of order

Sadak.

Unanimously approved.

ARTICLE 38: To see if the Town will vote to raise and appropriate \$676,263 for the County Tax account.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 39: To see if the Town will vote to appropriate the total sum of \$1,625,579 from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds, which may be available from the federal government, and any other sources.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 40: To see if the Town will vote to authorize the Selectmen to accept or reject grants, donations and/or gifts of money to the Town of Raymond and to expend monies donated for specific purposes.

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 41: To see if the Town will vote to accept certain State Funds as provided by the Maine State Legislature during the fiscal year beginning July 1, 2016 and any other funds provided by any other entity included but not limited to:

- Municipal Revenue Sharing
- Local Road Assistance
- Emergency Management Assistance
- Snowmobile Registration Money
- Tree Growth Reimbursement
- General Assistance Reimbursement
- Veteran's Exemption Reimbursement
- State Grant or Other Funds

Motion to recommend the above article by Selectman Sadak. Seconded by Selectman Bruno.

Unanimously approved.

ARTICLE 42: To see if the Town will vote to appropriate \$6,800 from the Open Space Reserve Fund to be used for the purchase of property for the Raymond Community Forest by the Loon Echo Land Trust.

Motion to approve and recommend the above article by Selectman Sadak. Seconded by Selectman Reynolds.

Selectman Bruno – I do not think the selectmen should make a recommendation on this article.

Selectman Gifford – I agree.

Motion to amend the motion on the floor to accept the article and state that the Selectmen make no recommendation by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 43: To elect two (2) Selectmen, for three year terms; three (3) members for the Budget-Finance Committee, for three year terms; and one (1) member for the RSU School Board of Directors, for a three year term.

Motion to approve as written by Chairman Reynolds. Seconded by Selectman Gifford.

Unanimously approved.

b) **Classification and Compensation Study Implementation Discussion, Approval of Concept, and Authorization to Develop the Program** – Don Willard, Town Manager

Town Manager – Do you like the concept of the mid-point? How do you want to deal with employees who are at or above mid-point? To stay competitive we will need to review the scale each year by surveying the towns.

Selectman Bruno – I am not in favor of taking all employees to mid-point. 5% above and below the median is what I consider a competitive range. The scales should not need to be reviewed each year, only about every 5 years.

Chairman Reynolds – I see this study as everyone has been placed in a range they are then evaluated on their job performance, not against the range. The department heads choose who deserves a raise. If someone is at the total top of the range, then they would not get a raise because they are already being paid all that their job can pay. You and your staff need to decide what is correct for a range that is competitive. I don't think this board of any future board will allow the scale get stale.

Selectman Bruno – An indicator is what is your turnover. If people start leaving left and right then you need to evaluate why.

Town Manager Willard – I think I have the answer I am looking for.

Motion to approve proceeding with the plan developed by Human Resource Partners LLC by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

Chairman Reynolds – This item of merit pay completes what has been talked about here in town for maybe 10 years. It follows up on the Compensation Study that was done by a combination of Select Board, Budget Committee, and citizens 3 or 4 years ago to get to this eventuality. Now I think the hard work begins. Don, make sure as you go through stuff if there are questions that you ask us so we can help with this transition as much as possible. It is a lot of work over the next 12 or 14 months, and beyond. So it is a whole change of philosophy. Thank you all.

c) **Business Focus Group Report by Milan Nevajda, Planner for Planning Decisions, Inc.**

Motion to table until May 10, 2016, regular Selectmen's Meeting by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

d) **Authority for Town Manager to Execute CMP Land Sale Option**

Motion to grant authority to Town Manager Willard to execute the CMP Land Sale Option by Selectman Reynolds. Seconded by Selectman Bruno.

Unanimously approved.

e) **Biennial Appointment of Election Workers** – Sue Look, Town Clerk

Motion to appoint Election Workers as listed for the next 2 years (term ending June 30, 2018) by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

f) **Appointment of Sue Carr as Election Warden** – Sue Look, Town Clerk

Motion to appoint Sue Carr as Election Warden for the June 14, 2016 Primary Election by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

5) Public Comment

None

6) Selectman Comment

None

7) Town Manager's Report and Communications

a) **Confirm Dates for Upcoming Regular Meetings**

- May 10, 2016
- June 21, 2016 – add agenda item to change the meeting time to 6pm
- September 13, 2016

b) **Reminder of Upcoming Election Schedule**

- May 2, 2016 (Monday) – Nomination Papers Due to the Town Clerk by 4pm
- May 25, 2016 – RSU Budget Vote at 6:30pm at Windham High School
- June 7, 2016 – Annual Open Town Meeting at 6:30pm at Jordan Small Middle School
- June 14, 2016 – Annual Town Meeting Reconvened for Elections & State Election from 7:00am to 8:00pm at Jordan Small Middle School

c) **Reminder of Upcoming Holiday Schedule**

- April 18, 2016 (Monday) – Patriots' Day

d) Sand/Salt Shed is coming along nicely. Tomorrow the concrete will be poured.

* Items taken out of order

8) Treasurer's Warrant – April 5, 2016

Motion to approve the Treasurer's Warrant totaling \$222,065.32 by Selectman Sadak. Seconded by Selectman Bruno.

Unanimously approved.

Chairman Reynolds – Tonight's budget and changes amounted to a net increase of \$6,000 to the budget, there were positives and negatives.

9) Adjournment

Motion to adjourn at 8:41pm by Selectman Gifford. Seconded by Selectman Bruno.

Unanimously approved.

Respectfully submitted,

Susan L Look, Town Clerk