



**BOARD OF SELECTMEN  
Agenda**

April 11, 2017

6:30pm – 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:** Joe Bruno, Teresa Sadak, Samuel Gifford, Lawrence Taylor, and Rolf Olsen

**Selectmen absent:** none

**Town Staff in attendance:**

Don Willard – Town Manager  
Cathy Ricker – Finance Director  
Nathan White – Public Works Director  
Chris Hanson – Code Enforcement Officer  
Cathy Gosselin – Deputy Fire Chief  
Bruce Tupper – Fire Chief  
Sue Look – Town Clerk

1) **Called to order** at 6:30pm by Chairman Bruno

2) **Minutes of previous meetings**

a) January 10, 2017

**Motion** to approve by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

3) **Public Hearings**

a) Liquor License Renewal – William Coppersmith Jr, DBA Fisherman's Catch LLC

**Opened** public hearing at 6:30pm by Chairman Bruno

Town Manager Willard – There are no issues, we have received no complaints, and the Public Safety inspection was favorable.

**Closed** public hearing at 6:31pm by Chairman Bruno

**Motion** to approve liquor license renewal for William Coppersmith Jr, DBA

Fisherman's Catch LLC by Selectman Taylor. Seconded by Selectman Olsen.

**Unanimously approved.**

- b) Proposed Ordinance Changes for Town Warrant – Chris Hanson, Code Enforcement Officer

**Opened** public hearing at 6:31pm by Chairman Bruno

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ARTICLE 2: Shall Article 10.C.1.j (Site Plan Review – Administration – Expiration of Approval) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 2

CEO Hanson – This is basically a “sunset clause”. Any proposals brought forth would have 2 years to start construction and 4 years to finish, with a total limit of 5 years. There is a provision for them to ask for an extension. It will stop sub-divisions from being approved and not being built for 10 or 12 years.

Chairman Bruno – So it is a 5-year cap after it is approved by the Planning Board?

CEO Hanson – Yes.

Selectman Sadak – So now if they were approved 10 years ago they are “grandfathered”?

CEO Hanson – Yes. In the mean time ordinances change, sometimes stormwater codes change with the DEP, etc. 2 recently have had to go back to the DEP to renew their permits (DEP is capped at 7 years). We are kind of mirroring what DEP is doing.

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ARTICLE 3: Shall Article 9.L.10.a (Minimum Standards – Signs) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language as shown below?

The Planning Board recommends Article 3

CEO Hanson – We had a request from a large agricultural concern to have more than 1 3’X3’ sign on his property. We do not want billboards all over Raymond. This is only for an agricultural use. They still can not go over a total of 288 square feet as in the commercial zone.

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ARTICLE 4: Shall Article 10.B.2 (Site Plan Review – Authority and Classification of Site Plans) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language as shown below?

The Planning Board recommends Article 4

CEO Hanson – Clarifies language regarding back lot driveways, that they are subject to a staff site plan review. This is to streamline the ordinance.

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ARTICLE 5: Shall Article 9.U.5 (Minimum Standards – Lots – Stormwater Quality and Phosphorus Control) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 5

CEO Hanson – We have removed duplication, housekeeping only.

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ARTICLE 6: Shall Article 10.D (Site Plan Review – Submission Requirements) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 6

CEO Hanson – Changing from 15 sets of full size plans to 1 full size set for staff and 11X17 sets for Planning Board members.

**Closed** public hearing at 6:37pm by Chairman Bruno

**4) New Business**

- a) Public Property Use Agreement – Raymond Village Library for the “Everybody Loves Raymond” Event – Sheila Bourque, Library Board President

Paul Cullinan, Library Board Vice President – One is to request the Sheri Gagnon Park for the 21<sup>st</sup> for set-up, and most of the day on the 22<sup>nd</sup> for the event itself. One is for Raymond Beach for a boat parade this year.

Selectman Sadak – I have a concern. July is baseball season. Have you talked to the league about their schedule?

Leigh Walker, Library Treasurer – I have spoken with Darren St Peter who is running baseball/softball this year and he said that the group last year was not Raymond softball. It was another organization from another town. I asked him to notify other people that he knew might use the field to let them know that we would be using the fields on those days.

Selectman Sadak – It was Sebago Long Lake and they run tournaments.

Selectman Taylor – As long as Raymond Rec knows we should be all set.

Chairman Bruno – Last year it was Windham Softball Men’s League.

Mrs Walker – So I have asked Darren to let people know well ahead of time that we would be using the fields.

**Motion** to approve the Public Property Use Agreements for the “Everybody Loves Raymond” event by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

b) Family Crisis Services Update – Stephanie Noyes and Jen LaChance

Family Crisis Services (FCS) is the local domestic violence resource center for Cumberland County. The Town of Raymond has supported FCS through endorsing their application for the Community Development Block Grant (CDBG) for the last few years. Stephanie Noyes, the Lake Region Site Advocate and Jen LaChance, Director of Advocacy and Victim Services, would like to report back to the board on what services FCS has provided to the town as well as gain insight on ways FCS can expand services in the community.

Ms LaChance – We offer shelter, safety planning, 24-hour hot line. We are free and confidential.

Ms Noyes – We have reached 27 people in Raymond in the past year. The number could be higher due to hot line calls where the caller does not identify themselves. We have used the RVL to meet people. I had a table at Oktoberfest and plan to do so again this year.

Ms LaChance – Do you have any questions? Do you have any suggestions where we should concentrate our efforts in Raymond?

Selectman Gifford – What kind of issues do you deal with?

Ms LaChance – Domestic Violence.

Town Manager Willard – We would be willing to run your information on our website and our TV station.

Chairman Bruno – Everybody Loves Raymond would be a good place for a table.

Selectman Sadak – What about in the Family Dollar window for those who do not have access to computers and TV.

Selectman Gifford – Paris Farmers' Union has said that they would post things like this.

Town Willard – I think it is good that you came here to present. We are not as connected to this issue as we would if we had our own police department.

Chairman Bruno – Thank you for your important work.

c) Fire Hydrant Easement to Portland Water District – Bruce Tupper, Fire Chief

Consideration of conveying the fire hydrant and granting an easement extending northerly 300 feet more or less from the northerly sideline of Main Street to and including the fire hydrant.

Chief Tupper – Our hydrant is considered a private hydrant and this will make it a public hydrant. It will also mean that Portland Water District will maintain the hydrant. In the past few years we have spent \$3,000 in maintenance. The easement gives them the watermain and the hydrant and they would need to take on all maintenance.

**Motion** to approve conveying the fire hydrant and granting the easement to Portland Water District with the approval to allow Town Manager Willard sign the documents by Selectman Olsen. Seconded by Selectman Taylor.

**Unanimously approved.**

d) Planning Board Resignation – William Priest

Chairman Bruno – Bill is a good guy. I am sorry to see him leave the Planning Board, though I understand he is pretty busy. And Chris, he paid you quite a compliment in saying that you are a nice guy and work hard. That was nice to hear.

**Motion** to accept resignation by Selectman Olsen. Seconded by Selectman Sadak.

**Unanimously approved.**

e) Planning Board Appointment – Edward Kranich

**Motion** to table due to Mr Kranich being absent by Selectman Gifford. Seconded by Selectman Taylor.

**Unanimously approved.**

f) Appoint Warden for June 13, 2017, Referendum Election – Sue Look, Town Clerk

Consideration of Sue Carr as Warden.

**Motion** to appoint Sue Carr as Warden by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

g) Approve Warrant Articles for Annual Town Meeting, June 6, 2017

- Consideration of Hawthorne Community Association Budget Request – Proposed to be included in Article 16

*NOTE: This request was inadvertently omitted from consideration at the February 21<sup>st</sup> Budget Meeting.*

Abel Bates & Melanie Champriss were present to discuss the request as Trustees of the Hawthorne Community Association.

Mr Bates – We sent our letter requesting an annual stipend of \$1,000 to help maintain the Hawthorne House to Nancy Yates not knowing that she had retired, so the request was not brought forth earlier. We feel that Nathaniel Hawthorne's boyhood home is an asset to our town and worth keeping. The house has been maintained by a small group of volunteers (I have been involved since the 1970s) and supported by the dues from a larger group, as well as donations and a few fund raisers. Our group who does the upkeep is getting smaller and older. Thus far we have been unsuccessful in attracting younger members and our membership continues to decline. We are at the point that if we do not get some financial assistance the house will fall into disrepair.

Chairman Bruno – I am looking at your financials here. They are not very pretty. Are you going to be wanting more money each year to maintain the place?

Mr Bates – It depends on how well we do on an annual basis.

Chairman Bruno – Is it up to the town to support it?

Mr Bates – I think it is an asset to the town and the town bears some responsibility to keep it. Especially in the summer there is a great deal of interest in people seeing the house. We are all volunteers.

Chairman Bruno – Have you approached the Casco-Raymond Historical Society?

Mr Bates – Yes. John Manoush (on our board and on the CRHS) and he tries to work closely with them.

Chairman Bruno – Have they talked about doing fund raisers or taking over the management of this?

Mr Bates – I don't think there have been talks about taking over, there have been talks about joint projects. They may see us as a drag on their finances.

Mrs Champriss – They also have an aging population running that with not too many volunteers, so they are in the same boat as we are. We do fund raisers – flea market, Strawberry Fest, an art show. We are actively trying to do these things, but it does not raise very much money.

Town Manager Willard – I know many years ago we used that hall for community meetings and to have neighborhood meetings. It may have been associated with the Comprehensive Plan. Is that still available to the town or citizen groups?

Mr Bates – Yes. We try to give the priority to our members.

Mrs Champriss – We have used it for RVL for book groups. One of the issues is there are expenses for use. We don't have a septic tank, we have a holding tank. Due to a lack of facilities it has limited uses.

Town Manager Willard – I have tried to connect with John about free services available to get things like painting done. I personally think it is a worthy thing. We do feature it in our brochures.

Mr Bates – There is a good deal of traffic that goes around that corner in the summer and it would quite an eyesore if not maintained. It has ongoing expenses. It has to be painted. We try to do one side every couple of years. Sometimes we can get paint donated. We have had free paint in the past and it has not worked out very well.

Chairman Bruno – Have you talked to the Sheriff's Department to see about getting inmates up there to paint?

Mr Bates – We did that and got it painted, but we had to get it painted again very quickly. One of the inmates wandered away and got himself a sandwich...

Town Manager Willard – There's the Windham inmates and then there is the Cumberland County Sheriff's inmates. That was Windham inmates from the correctional center and they learned from that experience. Their supervisor has changed and they have improved their process. I can't say we have had no problems, but we have had few problems since those changes.

Mr Bates – We will do our best to do that. \$1,000 isn't even going to paint 1 side. There is an issue with getting help like that if there isn't someone to supervise them who doesn't know what they are doing.

Chairman Bruno – Who owns the building?

Mr Bates – Hawthorne Community Association.

Selectman Sadak – Is that association only the members?

Mr Bates – Yes. It is a 501C3. It is non-profit and on the National Historic Register.

Selectman Gifford – I see that you have been turned down for grants on 2 occasions, the last one in 2008. Did they give you a reason?



Mrs Champriss – The historic one because the house is not historically intact. I don't know why the Stephen King one was rejected.

Chairman Bruno – So it is open to the public?

Mrs Champriss – When we have an event, we don't have it manned.

Mr Bates – Or if I happen to be home.

Chairman Bruno – Do you have a donation jar in there?

Mr Bates – We do.

Mrs Champriss – We even sell souvenirs.

Chairman Bruno – Have you sold Nathaniel Hawthorne books?

Mrs Champriss – People are not that interested in the books. They like the pins and postcards. People will stop by when we go in to clean.

Chairman Bruno – You don't carry insurance?

Mr Bates – They won't give it to us and if they would it would be something we could not afford. It is because of the way it is used, it is old...

Chairman Bruno – So it is considered like commercial property?

Mr Bates – I don't know what it is considered. It is on a tiny plot of land. It has a holding tank and an old furnace in it. There are some things the insurance company would not like that I don't need to talk about. We are 1 disaster away... We do have liability insurance, it is casualty we don't have.

Selectman Gifford – What makes the building not historically correct?

Mr Bates – Inside. Outside only 1 corner that we replaced is not as it was. Initially it was a house and sometime before the turn of the century they gutted it, after the Hawthornes moved out it just sat there empty. Then they took the ceiling and the rooms out and turned it into a meeting hall and a stage coach stop, those kinds of things. I think the balcony is still original, the back stairs, some of the windows are as well. There are some original features.

Mrs Champriss – There is a curio cabinet with some of the Hawthorne artifacts in it.

Chairman Bruno – Thank you.

- Consideration of Main Street Sidewalk Project Budget Request – Proposed in Article 40

*NOTE: This request is pertaining to a previously awarded MaineDOT grant. We are now being awarded more grant monies, but this information was not available in time for consideration at the March 7<sup>th</sup> Budget Meeting.*

Public Works Director White – Basically, we applied for the grant 3 years ago. We were awarded the grant. I way underestimated the cost of the sidewalk. We cancelled the project. The engineer went to the State and the State said, "Well, we'll give you more money." They have funded the whole thing to \$400,000. We probably ought to go with it. We have to match it at 20%.

Town Manager Willard – I think this is a pretty significant project for the town to connect this new Main Street sidewalk to the 302 sidewalk. Now there is

engineering and public outreach to be done. If we were ever to vitalize that area of the town as a town center I think it is a fundamental improvement from a public safety standpoint, from a walkable street standpoint. We have the Halloween event there, the Library is there. If we were to ever look at a town center, municipal office, community center, library complex, dare I say. This to me is a very good investment for the community. Along with the sidewalk you also have significant drainage improvements. I would strongly recommend that we do that.

Selectman Sadak – Wasn't it up in the air? We discussed having it go all the way to the library and Owens hadn't done all that.

Public Works Director White – We had done a final plan and had stopped at which side to put it on, and that was when we discovered that the cost was underestimated. We didn't have enough money to go forward. That was why we stopped. We have a preliminary design that needs to be finalized.

Selectman Gifford – Have we met with the residents along there?

Public Works Director White – We held 1 meeting and I think we should do another one. At some point, you need to make a decision to go forward or not.

Selectman Gifford – From a Raymond Vitalization Committee standpoint I would say it is going to be positive.

Public Works Director White – It is going to be a tight project through there, it is a tight section of town. The road is narrow, but Owens is pretty confident that it can fit without intruding too much on people's property on either side.

Town Manager Willard – I will have a traffic calming effect, and in fairness to the process so far and to Nathan, we tried to do this as we do a lot of things – as inexpensively as possible. So the only way you can know the scope is to engineer it and to engineer it is an investment. I am impressed with the State of Maine stepping up and saying this is a worthy project. We need to decide as a town if we are willing to do the due diligence to come up with the information so we can have a reasonable discussion about this and that is the risk. If you do the engineering and do not move forward, then you are on the hook for the engineering?

Public Works Director White – Yes. What sparked this is a couple of weeks ago we got the agreement from the State to go forward with the engineering. Once you spend their grant money on the engineering and then pull the plug, we are on the hook for the \$42,000 for the engineering.

Chairman Bruno – How much is set aside right now?

Public Works Director White – \$33,000.

Chairman Bruno – So it will be \$80,000 on our end?

Public Works Director White – Correct. At the peak. I think \$400,000 is a high number, though I thought \$100,000 would do it. Once you get the State involved with all the inspections, it goes pretty crazy.

Town Manager Willard – This would be a locally administered grant, as was the original 302 improvement project. Their money, we would be supervising it with our engineers, we would be responsible for meeting all the requirements for using Federal/State money. We went to a day-long seminar to learn to do that. We have confidence that this is something we have experience with and can handle well.

Selectman Olsen – From a timing standpoint, is this going to span over 2 budget



years?

Public Works Director White – 3 I believe. We don't have a final start date, nor a final commitment letter from them yet.

Chairman Bruno – I thought I saw it as 2018?

Public Works Director White – 2018, 2019, and 2020. 2020 is the farthest out they will go.

Chairman Bruno – We have \$33,000, so we need to set aside \$47,000. You could do this over 2 years...

Selectman Olsen – The only concern I have is how many houses are along the path on either side that have not tied into the watermain yet?

Public Works Director White - I wouldn't even dare guess on that, I would need to research that.

Selectman Olsen – My reason for asking that is if we do this we would want to give a 1 time offer to hook up and then put a 5-year moratorium on tying into that so we don't have multiple cuts.

Public Works Director White – We did not do that on the 302 project and there are several spots where they cut through, there was nothing in place to stop them. It makes sense to offer it while we are going by and then ...

Selectman Olsen – And then say there is a 5-year window when you can't.

- Consideration of Recommendations for Each Warrant Article:

**ARTICLE 1:** To elect a moderator to preside at said meeting.

**Motion** to recommend Article 1 as presented by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**ARTICLE 2:** Shall Article 10.C.1.j (Site Plan Review – Administration – Expiration of Approval) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 2

**Motion** to recommend Article 2 as presented by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**ARTICLE 3:** Shall Article 9.L.10.a (Minimum Standards – Signs) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language as shown below?

The Planning Board recommends Article 3

**Motion** to recommend Article 3 as presented by Selectman Gifford. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 4:** Shall Article 10.B.2 (Site Plan Review – Authority and Classification of Site Plans) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language as shown below?

The Planning Board recommends Article 4

**Motion** to recommend Article 4 as presented by Selectman Gifford. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 5:** Shall Article 9.U.5 (Minimum Standards – Lots – Stormwater Quality and Phosphorus Control) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 5

**Motion** to recommend Article 5 as presented by Selectman Olsen. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 6:** Shall Article 10.D (Site Plan Review – Submission Requirements) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 6

**Motion** to recommend Article 6 as presented by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**ARTICLE 7:** 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.

**Motion** to recommend as presented by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

\*\*\*\*\* **Budget Warrant Begins** \*\*\*\*\*

**ARTICLE 8:** 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 as presented by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**ARTICLE 9:** To see what date taxes will be due and to set an interest rate for unpaid amounts.

The Selectmen recommend 1<sup>st</sup> half to be due October 31, 2017 and 2<sup>nd</sup> half to be due April 30, 2018 with interest at seven percent (7%) on any unpaid balances.

**Motion** to recommend as presented by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**ARTICLE 10:** 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 as presented by Selectman Gifford. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 11:** 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 a limit of \$35,000 in value to dispose of Town owned personal property by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 12:** 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 a limit of \$75,000 allowed to be spent from undesignated fund balance by the Selectmen by Selectman Gifford. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 13:** To see if the Town will authorize the Selectmen, for the fiscal year 2017 - 2018, 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 as presented by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 14:** 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 as presented by Selectman Gifford. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 15:** 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, with no interest.

**Motion** to recommend as presented by Selectman Taylor. Seconded by Selectman Olsen.

**Unanimously approved.**

**ARTICLE 16:** To see if the Town will vote to appropriate **\$216,302** 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.

**Motion** to recommend as presented by Selectman Gifford. Seconded by Selectman Sadak.

Chairman Bruno – We are now on the TIF.

Selectman Olsen – If we are going to add the Hawthorne House, this would be the place to add it.

Chairman Bruno – Obviously it is clear that I am the only one who is concerned that this is going to be an annual, ongoing request.

Selectman Taylor – They are requesting annually, but annually they will want more. As the amount grows it will reach a point where we have so much money in it that it would be stupid of us not to continue.

Selectman Sadak – I understand it is historic, but the Library gets more use out of it. This would be limited use for the public due to the lack of facilities.

Selectman Taylor – How many things do we showcase in our town? That is one of them and there are not many that we do. I don't have any personal feelings about it, but it is almost a no brainer – that's all you want is \$1,000? Great. Make it work though. We will give it to you, but we want to see a 5-year, a 10-year plan, or something.

Selectman Sadak – But he said that \$1,000 doesn't even cover 1 wall for paint...

Selectman Taylor – Why would you only ask for \$1,000 if it is not going to do anything worthy?

Chairman Bruno – When you look at their financials and how many volunteers they are losing every year, donations coming in, their membership, etc.

Selectman Taylor - \$1,000 is going to take care of 60 members, but it looks like they are losing more than that. They have 20% left of the members they had 5 years ago.

Chairman Bruno – Their Strawberry Festival used to be a big deal. People would go and eat strawberry shortcake.

Selectman Taylor – Is there a way we can bring that back? You are talking tens of thousands of dollars that they need.

Selectman Sadak – Maybe attach it to Everybody Loves Raymond and showcase this as another place of interest in Raymond. I think it is like Raymond Baseball and other organizations, volunteers are dwindling.

Town Manager Willard – I wonder if the Library could work with them to have some of their events there. Secondly, if their organization goes defunct it will go to you anyway. I have seen this happen in other towns, then you will have a decision to make. Normally the town is the first place they go when they can no longer maintain the building.

Selectman Taylor – Is it worth it for me or someone to go look at it to see where we are at? You want to stop the bleeding, but you also want to make it right if there is still time to make it right before it is a 5 or even 6-digit cost.

Selectman Sadak – He said they are 1 disaster away.

Chairman Bruno – The fact that they don't carry P & C insurance is scary. An old building like that? Not that you would ever rebuild it.

Selectman Taylor – 1812 it was built.

Selectman Olsen – You couldn't and keep it as a historical building. The fact is that if they went defunct, and the town took it over, it would come under the town's insurance.

Town Manager Willard – Yes, and if the Town entered into some sort of partnership with them and had an equity interest in the property, we could probably add it for very little. That is going down the road a long way.

Selectman Sadak – So do we want to add it and see how it plays out?

Selectman Gifford – It is only for a year and it is only \$1,000.

Chairman Bruno – So we would change the TIF to \$217,302.

**Motion** to amend Article 16 and add \$1,000 for Hawthorne Community Association, making the total recommended \$217,302 for the TIF by Selectman Taylor. Seconded by Selectman Gifford.

Chairman Bruno – The majority of us will be back here next year, so I think this is something to keep an eye on.

**Unanimously approved.**

**ARTICLE 17:** To see if the Town will vote to raise and appropriate **\$488,998** for the Administration account.

**Motion** to recommend \$488,998 for Administration as presented by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 18:** To see if the Town will vote to raise and appropriate **\$57,709** for the Assessing account.

**Motion** to recommend at \$57,709 for Assessing as presented by Selectman Taylor. Seconded by Selectman Sadak.

Chairman Bruno – Just one thing, we haven't had a reval since when, mid 1990s?

Town Manager Willard – No, I want to say 2004 or 2006, we will have to look this up.

Chairman Bruno – And we are still running 99-101%?

Town Manager Willard – Yes.

Selectman Olsen – If you remember, we started to accrue for a reval once and 2 years ago we took that money back out.

Chairman Bruno – I think when we do the mill rate we should have a discussion about where we are as far as a reval. Casco just went through one, didn't they?

Town Manager Willard – Casco did 2. They did 1, they rejected it, and then they did another one.

Selectman Taylor – If you wait too long, you have to do a complete. Now we are at 12 years, if we wait and do a partial at 15 years...

Chairman Bruno - The issue is there are a number of large houses that have been sold in Raymond, which I couldn't believe the price of them. A lot more than I thought they were worth. It may be time to look at that.



Town Manager Willard – We could ask our Contract Assessor to assess that and report back to us.

**Unanimously approved.**

**ARTICLE 19:** To see if the Town will vote to raise and appropriate **\$108,372** for the Code Enforcement Department account.

**Motion** to recommend \$108,372 for Code Enforcement as presented by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 20:** To see if the Town will vote to raise and appropriate **\$23,615** for the Town Hall account.

**Motion** to recommend \$23,615 for the Town Hall by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 21:** To see if the Town will vote to raise and appropriate **\$521,760** for the Insurance and Employee Benefits accounts.

**Motion** to recommend \$521,760 for the Insurance and Employee Benefits accounts by Selectman Taylor. Seconded by Selectman Gifford.

Chairman Bruno – When I looked at your appropriation account last week on the Health Insurance, you have only expended 63% of that account. You should be at 75% by now.

Finance Director Ricker – The \$58,000 is not on a straight line, you are doing it as the claims come in. It is not monthly. Our monthly health insurance bill is about \$13,800. We should theoretically be at 75%. I estimated that there would be about \$20,000 left this year (unspent) and I put this on the revenue side in reserve for next year.

Selectman Olsen – So next year we would need to “top off” the HRA portion. Which is why you are not at the 75%, you have not expended that down.

Chairman Bruno – It is \$168,000. If you multiply \$14,000 by 12 it is \$168,000.

Selectman Olsen – Plus the Dental.

Chairman Bruno – Is your dental \$100,000 per year?

Finance Director Ricker – It is \$10,000 for everybody. I am adding 2 new people to be covered by the health insurance, the 2 new positions in the Fire Department.

Chairman Bruno – That still keeps you under \$200,000. So, in order to carry funds over you have to have an article or a vote to do that.

Finance Director Ricker – I put it in the Miscellaneous Revenue and at the end of the year you would need to vote to carry it forward.

Selectman Olsen – Which is the same that we do on the CIP. We have to write an article to

do that.

Chairman Bruno – So make sure we get that done before...

Finance Director Ricker – I did put \$20,000 in the revenue side assuming that we would have at least that.

Chairman Bruno – You are probably going to have more than that.

Finance Director Ricker – What is it you intend to carry forward?

Chairman Bruno – Carry all of it.

Selectman Olsen – We will know what is available to be carried forward when we set the mill rate, so we will be able to adjust for it there.

Chairman Bruno – The other thing is these Other Insurances. Where are we on this whole MMA thing? Is that under this Insurances?

Finance Director Ricker – Yes.

Chairman Bruno – Does this include joining MMA or are we on a place holder basis getting RFPs, or where are we?

Town Manager Willard – It includes joining MMA and going the MMA direction, unless you decide you want to put a place holder number in for insurance and go through a formal Request for Proposals, Request for Bids, which we did not do. So, this was set up with the bid solicitation which we did do, not a detailed from Cross. It was based on a 2% adjustment which was given to us by Cross and a more formal proposal from MMA. Cathy has copies if anyone wants to see what we have.

Finance Director Ricker – I did do the same. Whenever you get a proposal it is only good for 30 days. We had received it in January. Before the budget document went out I did check with MMA to make sure the numbers were still correct.

Town Manager Willard – So we have pricing from MMA and what we thought was pricing from Cross.

Chairman Bruno – Let's straighten this out. You did not get pricing from Cross. You called them up and said, "What can I expect for an increase?", you spoke to someone and they said, "Maybe 2%". That is not a formal proposal.

Town Manager Willard – I would agree, we don't have a formal proposal. To not go over that ground, I think the thing you could do would be to put an amount of money in the budget and then go out to bid.

Selectman Olsen – So if you look at this, the amount that is currently in the budget is enough for MMA. There would be a plus if Cross came in less. The only thing that could happen is getting a lower figure which is not bad. This covers us, we know we can do it for less. Now the only question is will they come in for less.

Selectman Sadak – Here is my concern with that. It is not just coming in less with Cross.

Chairman Bruno – I would love to see a line by line comparison.

Selectman Sadak – How I am reading this is that there is a lot more in the MMA estimate than we are getting with Cross.

Chairman Bruno – I would argue the opposite.

Selectman Sadak – No, I don't.

Finance Director Ricker – We also have the possibility that more people would submit bids.

Chairman Bruno – That is fine, the more the merrier.

Finance Director Ricker – The dues piece is in the Administration section.

Chairman Bruno – Oh, so we are already joining MMA, is that is?

Selectman Olsen – No, we haven't hit that yet.

Finance Director Ricker – No, we did. It is in Administration (Article 17).

Chairman Bruno – So we have voted to join MMA.

Selectman Olsen – No. What happens is if we don't, then we don't spend that amount.

Selectman Sadak – We didn't know that, so we go back and look at that again.

Selectman Taylor – Joe loves MMA.

Chairman Bruno – I can't stand MMA. I am not shy about it. They offer nothing. If you have ever been to that building in Augusta, they are charging towns for that Taj Mahal.

Selectman Sadak – So are Vets. So are other people. You have to look at everything and right now I am not impressed with the other thing too.

Chairman Bruno – So we have a motion that has been seconded...

Selectman Sadak – Wait, we need to go back and look at Administration because that is where the fee is for the dues for MMA.

Chairman Bruno – You have to keep that in there.

Selectman Olsen – If MMA ended up being awarded the insurance, then we would need this amount in Administration. If not, we will underspend that budget by that amount.

**Voted 4 to 1. Motion passed.**

Chairman Bruno – I just think it was an awful process. There was never a bid. We have this idea that MMA is wonderful and just do whatever they say. I am not in favor of it.

**ARTICLE 22:** To see if the Town will vote to raise and appropriate **\$6,000** for the General Assistance account.

**Motion** to recommend \$6,000 for General Assistance by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**ARTICLE 23:** To see if the Town will vote to raise and appropriate **\$184,271** for the Technology Department account.

**Motion** to recommend \$184,271 for Technology by Selectman Taylor. Seconded by Selectman Olsen.

**Unanimously approved.**

**ARTICLE 24:** To see if the Town will vote to raise and appropriate \$48,472 for the Community Development account.

**Motion** to recommend \$48,472 for Community Development by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 25:** To see if the Town will vote to raise and appropriate \$752,585 for the Fire/Rescue Department account.

**Motion** to recommend \$752,585 for Fire/Rescue by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 26:** To see if the Town will vote to raise and appropriate \$19,322 for the Animal Control account.

**Motion** to recommend \$19,322 for Animal Control by Selectman Taylor. Seconded by Selectman Olsen.

**Unanimously approved.**

**ARTICLE 27:** To see if the Town will vote to raise and appropriate \$684,112 for the Public Works account.

**Motion** to recommend \$684,112 for Public Works by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 28:** To see if the Town will vote to raise and appropriate \$323,762 for the Solid Waste account.

**Motion** to recommend \$323,762 for Solid Waste by Selectman Taylor. Seconded by Selectman Gifford.

Selectman Sadak – Did we decide what we were going to do about recycling? There was a savings if we do not do recycling.

Chairman Bruno – I don't think we were in favor of getting rid of recycling.

**Unanimously approved.**

**ARTICLE 29:** To see if the Town will vote to raise and appropriate **\$65,500** for the Employee Compensation and Training account.

**Motion** to recommend \$65,500 for Employee Compensation and Training by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 30:** To see if the Town will vote to raise and appropriate **\$39,393** for the Cemeteries account.

**Motion** to recommend \$39,393 for Cemeteries by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 31:** To see if the Town will vote to appropriate all of the money received from the State for snowmobile registrations to the Raymond Rattlers Snowmobile Club for the maintenance of their network of snowmobile trails, on condition that those trails be open in snow season to the public for outdoor recreation purposes at no charge, and to authorize the municipal officers to enter into an agreement with the Club, under such terms and conditions as the municipal officers may deem advisable, for that purpose.

**Motion** to recommend as presented by Selectman Sadak. Seconded by Selectman Taylor.

Chairman Bruno – On the control account, the snowmobilers have not picked up their money yet.

Finance Director Ricker – I know. It is going to be in the next warrant.

Chairman Bruno – Has anyone else not picked up their money yet?

Finance Director Ricker – I have been going through and reaching out to the people who have not gotten their money yet.

Selectman Taylor – Thank you for that. It is more than we should have to do.

Selectman Sadak – Why don't we have a number on this one?

Chairman Bruno – Whatever we have for receipts is what they will get.

**Unanimously approved.**

**ARTICLE 32:** To see if the Town will vote to raise and appropriate **\$16,921** for the Parks & Recreation account.

**Motion** to recommend \$16,921 for Parks & Recreation by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 33:** To see if the Town will vote to raise and appropriate **\$60,500** for the Raymond Village Library.

**Motion** to recommend \$60,500 for Raymond Village Library by Selectman Taylor. Seconded by Selectman Olsen.

Chairman Bruno – I am going to go with this number this year because they have taken over the Everybody Loves Raymond thing, but at some point, why are they getting more than everybody else in town?

Selectman Sadak – In our last minutes, when you asked Sheila if this was going to be kept as a base line and she said yes, then they came to the next meeting (that I was absent from) and asked for more.

Selectman Gifford – The value is there.

Chairman Bruno – According to you.

Selectman Gifford – According to me and a lot of other people.

Selectman Taylor – I think a lot of value is there, no doubt. They are a good group of people and it is a great thing to have. We have to watch it.

Chairman Bruno – But 4 years ago you were at \$40,000 and now you are at \$60,000. It is going to continue to grow. I am out of here in a year and you can go wild.

Selectman Taylor – No. We don't plan to do that.

**Unanimously approved.**

**ARTICLE 34:** To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.).

**Motion** to amend to also carry forward any monies left in the Healthcare Reimbursement Accounts (H.R.A.) and recommend as amended by Selectman Olsen. Seconded by Selectman Sadak.

**Unanimously approved.**



**ARTICLE 35:** To see if the Town will vote to raise and appropriate **\$617,000** for the Capital Improvement Program.

Included are:

Public Works Equipment Reserve	\$ 90,000
Public Works Paving/Road Reserve	\$ 300,000
Municipal Facilities Improvements	\$ 35,000
Fire Department Equipment/Facilities	\$ 110,000
Technology Reserve	\$ 20,000
Sign	\$ 62,000

**Motion** to recommend \$617,000 for Capital Improvement by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 36:** To see if the Town will vote to raise and appropriate **\$441,881** for Debt Services.

Included are:

2013 Public Works Road Construction Bond Payment	\$ 232,000
2002 PSB Bond Payment	\$ 106,681
Fire Truck/Sand-Salt Shed Bond Payment	\$ 103,200

**Motion** to recommend \$441,881 for Debt Services by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

**ARTICLE 37:** To see if the Town will vote to raise and appropriate **\$727,076** for the County Tax account.

**Motion** to recommend \$727,076 for County Tax by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 38:** To see if the Town will vote to appropriate the total sum of **\$1,697,284** 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 \$1,697,284 from estimated non-property tax revenues to reduce the property tax commitment by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

**ARTICLE 39:** 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 as presented by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**ARTICLE 40:** 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 for matching grant monies for a federal-aid project with the State of Maine Department of Transportation (MaineDOT) to develop a new sidewalk and make roadway drainage improvements on Main Street.

Project description: beginning at US Route 302 and extending 0.60 of a mile to Meadow Road; to be included in MaineDOT's Work Plan for calendar years 2017-2019; and shall be a Locally Administered Project, subject to oversight by MaineDOT.

The anticipated total cost of the project is \$405,000 with a 20% local match, making the Town of Raymond's anticipated share \$81,000. There is \$33,000 in previously approved project reserve funds, leaving an anticipated \$48,000 for the remainder of the match.

**Motion** to recommend as presented by Selectman Sadak. Seconded by Selectman Taylor.

**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, 2017 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
- Homestead Exemption
- Tree Growth Reimbursement
- General Assistance Reimbursement
- Veteran's Exemption Reimbursement
- Business Equipment Tax Exemption (BETE) Reimbursement
- State Grant or Other Funds

**Motion** to recommend as presented by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**ARTICLE 42:** 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 recommend as presented by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**ARTICLE 43:** Non-binding, Informational Only Question: Would the Town like to explore constructing a new Town Office building?

**Motion** to recommend as presented by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

Town Manager Willard – Is this a question that would be best to be on the secret ballot or as at Town Meeting?

Chairman Bruno – I would rather not have it at Town Meeting. You have more people come out than at a Town Meeting.

Town Manager Willard – This is just a sense article. You could get into a debate at Town Meeting with no information.

Chairman Bruno – Is that the best way to word it?

Town Clerk Look – That is my question. This is what we came up with as a draft.

Town Manager Willard – We weren't really satisfied with what we came up with. It is a difficult thing to do without a lot of development information and to prejudice the question in any way. We are definitely open to suggestion on how to reword this. We struggled with it.

Selectman Sadak – I think people need to know it may be more than just a Town Office. It may be also a Community Center, possibly Library...

Town Manager Willard – That is why we struggled with this.

Chairman Bruno – It is a pretty direct question. Yes or no.

Town Manager Willard – It doesn't try to influence you in any way. It doesn't add on things that we don't have authority to do, like the Library at this point.

Selectman Olsen – I think if you get too wordy on it, you are opening up a pit. This is straight up and down – Do you want to explore construction? From there it is up to the Select Board to either appoint a committee or to do the exploration.

Chairman Bruno – I've just got to say this. This is the first time I don't feel good about this budget. I don't feel we had the right discussions. I don't like some of the numbers. I don't know that it was delved into enough. I just don't feel good.

Selectman Sadak – That is why we are here now.

Chairman Bruno – I said my piece and I am just worried about the direction of this budget and where it is going. I think it is a step in the wrong direction.

Selectman Sadak – Is it the budget in general or is it just one specific thing?

Chairman Bruno – It is everything.

Selectman Taylor – Not everything, but a handful of things?

Chairman Bruno – No. There is a lot here I just don't feel good about. I think there are some things that could have been explored that we didn't explore.

Selectman Sadak – Name some things.

Chairman Bruno – Like the insurance thing really irritates me. There is a definite "I want to join MMA" feeling and that is the way we are going now without really exploring what all the options are out there. I think we are way off on our health insurance. I don't think we did a good job exploring options and really delving into the numbers.

Selectman Taylor – I take that statement to heart. I want to ask should we set up a workshop, should we push further, ...

Chairman Bruno – No. We had the hearings with the Budget-Finance Committee, we did all that, but I just don't think ... I don't trust the numbers. I don't get a sense that I could back all these numbers and feel good about it.

Selectman Gifford – If you don't trust the numbers, the voters aren't going to trust them either.

Chairman Bruno – I don't know about that. Voters can do whatever they want. I am just 1 person.

Selectman Sadak – Don't you think that insurance companies know when people are doing their budgets? It doesn't matter who it is, they would want to get their numbers out.

Chairman Bruno – They weren't explored. They were not explored. That is the point.

Selectman Sadak – I don't agree.

Chairman Bruno – You have your sense and I have mine. I do it every day. I look at numbers every day. I didn't get a spreadsheet showing me here's the advantages of this. It was just here's the numbers.

Selectman Sadak – Then let's wait, get the numbers, and make another appointment.

Chairman Bruno – No. We already voted on this stuff. We voted on it.

Selectman Taylor – We voted that we recommend it.

Chairman Bruno – It is just a budget that I am uncomfortable with. It seems to me that we are taking a lot of surplus money to keep the tax rate down, which is fine. I am OK with that. We are also investing a lot of money. I just don't have a good feeling about it. Maybe that's why it is time for me to retire. I am getting the sense that what I want for numbers and what I want to look at I didn't get. I got numbers. There was no analysis done on those numbers. When I questioned it I never got the proof that I was wrong.

## **5) Public Comment**

## **6) Selectman Comment**

## **7) Town Manager's Report and Communications**

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

- May 9, 2017

- June 20, 2017 – later in month due to Elections on June 13th

b) Reminder of Upcoming Budget & Elections Schedules

- April 18<sup>th</sup> – Budget-Finance Committee meets to vote on warrant articles recommendations
- May 24<sup>th</sup> – RSU #14 Budget Validation Vote – 6:30pm at Windham High School
- June 6<sup>th</sup> – Town Meeting at 6pm at Jordan Small Middle School gymnasium
- June 13<sup>th</sup> – Town Election and State Referendum Election

c) Reminder of Upcoming Holiday Schedule

- April 17<sup>th</sup> – Patriot's Day
- May 29<sup>th</sup> – Memorial Day

**8) Treasurer's Warrant**

None this week

**9) Adjournment**

**Motion** to adjourn at 7:52pm by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

*Respectfully submitted,*

*Susan L Look  
Town Clerk*