



**BOARD OF SELECTMEN
Minutes**

November 12, 2019

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.

Select Board members in attendance: Rolf Olsen, Marshall Bullock, Teresa Sadak, Samuel Gifford

Select Board members absent: Lawrence Taylor

Town Staff in attendance:

Don Willard – Town Manager
Wayne Jones – Fire Inspector
Rita Theriault – Human Resource Officer
Cathy Ricker – Finance Director
Sue Carr – Tax Collector
Sue Look – Town Clerk

1) **Called to order** at 6:30pm by Chair Olsen

2) **Minutes of previous meetings**

a) October 8, 2019

Motion to approve as presented by Selectman Sadak. Seconded by Selectman Bullock.

Unanimously approved

3) **New Business**

a) Award of Boston Post Cane – Sue Look, Town Clerk

Teresa "Tess" Ingraham was awarded the Boston Post Cane by Select Board Chair Rolf Olsen. She has lived in Raymond for the past 38 years and has been very active in many charitable projects in town. Tess volunteered as an Election Clerk until 2002. She enjoys knitting, painting and cooking.

b) Consideration of Renewal of Liquor License for A La Mexicana – Jose Chavez, owner
Mr Chavez did not attend the meeting. There are still 3 items to complete for the Fire Inspection (the grease hood cleaning inspection expires on 11/13/2019 – due every 6

months). The Liquor License expired October 31st and the State Bureau of Alcoholic Beverages has granted Mr Chavez an extension.

Motion to approve the renewal of A La Mexicana's Liquor License with the condition of completing the items found by Fire Inspector Wayne Jones by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Fire Inspector Jones will send an email to Town Clerk Look when the items have been completed.

- c) Consideration of the Rotary Club's 19th Annual Fishing Derby on February 22 & 23, 2020 – Ingo Hartig, Rotary Club of Sebago Lake Windham Area President

The State removed the undersize limit of 26".

Motion to approve holding the Annual Fishing Derby on February 22 & 23, 2020 by Selectman Gifford. Seconded by Selectman Bullock.

Unanimously approved

Town Manager Willard said that there will be the annual planning meeting to bring together Public Safety, Public Works and the Rotary Club to get ready for the derby.

- d) Report on Parks & Recreation Director Position Investigation – Nathan White, Public Works Director; Don Willard, Town Manager; Teresa Sadak, Selectman; Rita Theriault, Human Resources Officer

Selectman Sadak – Don and Rita have been awesome gathering information.

Town Manager Willard – Rita, Nathan and Cathy have all been working on this with me. I think it is an exciting opportunity for the Town. We have some draft documents. We think year 1 will basically be running the Tassel Top Park and then add programs after that. If the Select Board approves, we will be advertising and hiring in January or February.

HR Officer Theriault – The opportunities are endless for this position. It can coordinate with the Age Friendly group, the Library and their programs, the Lions Club. This would be a benefit for not only the youth, but also the older population in the community.

Selectman Sadak – There is also the Raymond Arts Alliance. To me this is that person who will be helping to pull benefits together and not to take any of them over.

Town Manager Willard – This is an organizational, back office type of position which should allow the various groups to focus more energy on their programs instead of some of the logistics. It should make volunteering easier for people. Insurances will be less expensive.

Selectman Bullock – As the Select Board Rep for Tassel Top I would like to be on the hiring panel.

Chair Olsen – It is for a 6-month position for now and the full time position will be incorporated into the 2020-2021 budget.

Motion to authorize the position of Parks & Recreation Director by Selectman Bullock.

Gail Troiano – The Tassel Top position is more property management and the Rec

Director is different, correct?

Town Manager Willard – Yes, it will be all under the one position of Parks & Rec Director. We are still working on the job description. The position will collaborate with Public Works and will oversee beaches, ballfields, etc.

Seconded by Selectman Sadak.

Unanimously approved

e) Consideration of Tax Abatements – Curt Lebel, Assessors' Agent

Tax Year	Map-Lot	Owner	Tax Amount	Reason
2019	015-006	Emily & James DiBiase	\$111.64	Incorrect acreage after split
2019	003-034	April & David McElhinny	\$269.00	Missing Homestead Exemption

Motion to approve \$111.64 for Emily & James DiBiase by Selectman Sadak. Seconded by Selectman Bullock.

Unanimously approved

Motion to approve \$269.00 for April & David McElhinny by Selectman Sadak. Seconded by Selectman Bullock.

Unanimously approved

f) Consideration of Writing-off Uncollectible Personal Property Taxes – Sue Carr, Tax Collector

Account	Name	Year(s)	Amount	Reason
31	Janice Colby	2014 to 2019	\$460.65	Left Kokatosi
32	Cole	2016 to 2017	\$140.79	Left Kokatosi
34	Comer	2018 to 2019	\$233.71	Left Kokatosi
82	Hamilton	2015 to 2018	\$483.83	Left Kokatosi
237	Johnson	2019	\$93.24	Left Kokatosi
89	Joy	2017	\$682.09	Left Kokatosi
117	Moore	2019	\$1.43	Left Kokatosi
228	Robert	2019	\$66.78	Left Kokatosi
157	Stover	2010 to 2017	\$2,054.74	Left Kokatosi
237	Weir	2018	\$91.02	Left Kokatosi
179	Wellington	2017 to 2018	\$170.84	Left Kokatosi
114	Merrill	2015 to 2017	\$374.66	Left Kokatosi
73	Gillespie	2000 to 2019	\$883.94	Closed
203	Clay Run Studio	2019	\$30.75	Closed
233	The Healing Tree	2018 to 2019	\$62.25	Closed
Total			\$5,830.72	Plus Interest

Tax Collector Carr – I want to thank Todd and Lynn at Kokatosi who sent letters to their

renters and I am down to 1 left who is there and has not paid. Kokatosi is now going to require proof of payment of taxes before the renters can renew their agreements. There are still 4 business who have not paid and I am still trying to work with – Jordan Bay Dog Daycare for \$31.50 (this may be the one that was renamed, closed and moved), Raymond Service Center for \$122, Prime Cut (they usually pay), and Fisherman's Catch for \$1,000 (who made a payment for this year's taxes and we applied the money to the oldest taxes).

Motion to approve writing off the above listed Personal Property Taxes by Selectman Sadak. Seconded by Selectman Bullock.

Unanimously approved

g) RSU #14 Withdrawal Committee Update – Rolf Olsen, Chairman

Chair Olsen – The negotiation with RSU #14 is continuing. We met 2 weeks ago and sent a new version of the separation agreement to the RSU #14 Board of Directors. Marshall's group is developing a budget and the Programs Sub-Committee is meeting. The next meeting is December 9th. Our meetings are open except for the negotiations. Please come out and give us your opinion.

4) **Public Comment** – none

5) **Selectman Comment** – none

6) **Town Managers Report and Communications**

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

- December 10, 2019
- January 14, 2020

b) **Reminder of Upcoming Holiday Schedule**

- Thursday, November 28, 2019 – Thanksgiving Day
- Friday, November 29, 2019 – Day after Thanksgiving

7) **Treasurers Warrant**

Motion to approve the Treasurer's Warrant for a total of \$149,972.02 by Selectman Sadak. Seconded by Selectman Bullock.

Unanimously approved

8) Executive Session

- a) Consideration of Application for Poverty Abatement – pursuant to 1 MRSA §405 (6) (F)

Motion to enter executive session at 7:03pm as noted above by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

- b) Consideration of Leasing Property – pursuant to 1 MRSA §405 (6) (C)

Motion to enter executive session at 7:03pm as noted above by Selectman Sadak. Seconded by Selectman Bullock.

Unanimously approved

Left executive session at 7:30pm.

Motion to authorize the Town Manager to negotiate a lease that is the most beneficial for the Town by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Motion to deny the application for Poverty Abatement and allow the citizen to reapply by Selectman Bullock. Seconded by Selectman Sadak.

Unanimously approved

9) Adjournment

Motion to adjourn at 7:31pm by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk