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

Select Board members absent: Lawrence Taylor, Samuel Gifford

Town Staff in attendance:
- Don Willard – Town Manager
- Rita Theriault – Human Resource Officer
- Cathy Ricker – Finance Director
- Scott Dvorak – Code Enforcement Officer
- Bruce Tupper – Fire Chief
- Sue Look – Town Clerk

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

2) Minutes of previous meetings
   a) December 10, 2019
      Motion to approve as presented by Selectman Sadak. Seconded by Selectman Bullock.
      Unanimously approved

3) New Business
   a) Public Safety Compensation Study Recommendations - Kari Meillat, KMA HR Consulting – Compensation Consultant; Rita Theriault, HR Officer; Don Willard, Town Manager

Ms Meillat gave a brief overview of the process thus far and outlined some updates to the salary structure and added the positions that were not in the original report. There is a natural progression of grades, taking into account trainings. The final recommendation is to upgrade the deputy from 6 to 7. We should do an upgrade every 2 or 3 years to keep up with market. For recruitment we should use social media, craigslist, job fairs, high schools, community colleges, etc. Each reaches a different
audience. We could offer a referral or hiring sign-on bonus to encourage current employees to refer and to entice people to apply. Retaining employees – financial education, flu shots, pet insurance, stress management programs, clothing allowances, paid trainings, spot bonuses, offering benefits for part-time.

b) Consideration of Auto Recycling Business – Eric Peterson, Raymond Service Center

There have been law changes which now require Mr Peterson to have this license.

**Motion** to authorize the Code Enforcement Officer to sign Mr Peterson’s application for a State of Maine Auto Recycling License by Selectman Sadak. Seconded by Selectman Bullock.

*Unanimously approved*

c) Discussion of Concept for Warrant Article for a Business License Ordinance – Scott Dvorak, Code Enforcement Officer

CEO Dvorak has spoken with the Town attorney regarding possible changes which would allow the Select Board to revoke a business license if personal property taxes were not paid (these changes would not affect home occupations).

**By consensus** the Select Board directed the CEO to proceed

d) Consideration of Appointment of Nathan White, Public Works Director, to Portland Area Comprehensive Transportation System (PACTS) – Don Willard, Town Manager

**Motion** to appoint Nathan White to be the PACTS representative by Selectman Bullock. Seconded by Selectman Sadak.

*Unanimously approved*

e) Consideration of Annual Policy on Treasurer’s Payroll Warrants and Accounts Payable Warrants – Sue Look, Town Clerk

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

*Unanimously approved*

f) Consideration of Annual General Assistance Ordinance Updates – Sue Look, Town Clerk

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

*Unanimously approved*

g) Consideration of Biennial Appointment of Registrar – Sue Look, Town Clerk

**Motion** to appoint by Selectman Sadak. Seconded by Selectman Bullock.

*Unanimously approved*
h) RSU #14 Withdrawal Committee Update – Rolf Olsen, Chairman

The separation document is nearly complete and once the committee has the final version we will meet to approve. There is a survey online for people to give us feedback.

4) Public Comment – none

5) Selectman Comment

Selectman Bullock – It is approaching the time of year for us to begin thinking about a Spirit of America winner. This will probably be in the March Select Board meeting.

6) Town Manager’s Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- February 11, 2020
- March 10, 2020

b) Reminder of Upcoming Holiday Schedule

- Monday, January 20th – MLK Jr Day

7) Treasurer’s Warrant

Motion to approve the Treasurer’s Warrant with a total of $71,456.22 by Selectman Sadak. Seconded by Selectman Bullock.

Unanimously approved

8) Adjournment

Motion to adjourn at 7:18pm by Selectman Sadak. Seconded by Selectman Bullock.

Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk