



**BOARD OF SELECTMEN  
Minutes**

February 11, 2020

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, Lawrence Taylor

**Select Board members absent:** none

**Town Staff in attendance:**

Don Willard – Town Manager  
Rita Theriault – Human Resource Officer  
Cathy Ricker – Finance Director  
Bruce Tupper – Fire Chief  
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

a) January 14, 2020

**Motion** to approve as presented by Selectman Bullock. Seconded by Selectman Gifford.

**Unanimously approved**

3) **New Business**

a) Confirmation of Appointment of Joseph Crocker as Raymond's Recreation Director (Department Head)

Town Manager Willard – I am pleased to introduce, recommend and welcome Joseph Crocker as Raymond's 1<sup>st</sup> Recreation Director. He has advanced credentials in recreation management and worked previously in progressively more responsible positions in Saco, Kennebunk and Lewiston. He is a graduate of St Joseph's College with a BS in Exercise Science and earned a MBA in Sport and Recreation Management from New England College. He was chosen from an extraordinarily strong group of candidates. He lives in Windham and is a Tassel Top season pass holder. He will begin on February 18<sup>th</sup>. We will provide a laptop, cell phone and work

vehicle. The first task will be starting up Tassel Top Park.

The Select Board all welcomed Rec Director Crocker.

Rec Director Crocker – It has been a warm welcome. I am looking forward to working with those who have worked so hard to bring recreation to Raymond without the benefit of a Rec Director. It seems like a very active community from 0 to 100 and I am looking forward to beginning. We need to grow organically. Once I meet with the user groups I can make a strategic plan going forward.

**Motion** to confirm the appointment of Joseph Crocker as Raymond's Recreation Director by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved**

b) Consideration of Issuing Quit Claim Deeds – Sue Carr, Tax Collector

Quit Claim Deed for Colleen Odum-Drew – Map 6 Lot 32 – 27 Tower Rd

**Motion** to issue a Quit Claim Deed for Colleen Odum-Drew by Selectman Gifford. Seconded by Selectman Taylor.

**Unanimously approved**

c) Consideration of Funding Source for Emergency Furnace Repair at Public Safety – Bruce Tupper, Fire Chief

Chief Tupper – In November one of the attic units failed. We were then told the others needed to be replaced soon. 2 more of the 4 have failed. 1 has been replaced on an emergency basis and the other has been fixed enough to get us by for a bit. The company that did this emergency work was very quick to respond. There is still 1 other in the attic that we will be adding to the budget in CIP. We have been told that this type of unit has a life expectancy of 15 years and these are now 18 years old.

Town Manager Willard – We decided to go with the slightly higher quote because they have been very responsive, and they are currently servicing our other equipment. We could use contingency, borrow from Public Safety CIP and replenish in the 2020-2021 budget, or take from the TIF.

Selectman Bullock – I don't think this is CIP or TIF, so I think it should be taken from the contingency.

Selectman Sadak – I think we should also reimburse Public Safety's maintenance with the cost of the 1<sup>st</sup> unit that was replaced.

**Motion** to take the money from the Selectmen's Contingency Funds for all 4 units for a total of \$21,850 by Selectman Sadak. Seconded by Selectman Bullock.

**Unanimously approved**

d) Consideration of Financial Implications Related to Change of Cumberland County's Fiscal Year – Don Willard, Town Manager

The County is changing their fiscal year and will need an additional 6-month assessment. It will hit in the next fiscal year (2021-2022). They want us to let them know by November 2020 how we intend to pay the almost \$400,000. The effect on the mill rate would be:

- \$0.38 if paid all at once
- \$0.19 if paid over 2 years with no interest
- \$0.13 if paid over 3 years with no interest
- \$0.10 if paid over 4 years with no interest
- \$0.08 if paid over 5 years with no interest

**Motion** to table this issue until the next regular meeting (March 10, 2020) by Selectman Bullock. Seconded by Selectman Taylor.

**Unanimously approved**

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

Chair Olsen – There is a meeting scheduled to hammer out the final items in the separation agreement. Once this is complete the RSU Withdrawal Committee will meet to review the document and make plans for next steps. There is still a survey on the website to give the committee feedback and suggestions.

**4) Public Comment** – none

**5) Selectman Comment**

Selectman Bullock – We have another month to nominate for the Spirit of America Award. Please send nominations to Town Clerk, Sue Look.

**6) Town Manager's Report and Communications**

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

- March 10, 2020
- April 21, 2020 – also date to review Town Meeting Warrant

b) **Reminder of Upcoming Holiday Schedule**

- Monday, February 17, 2020 – President's Day

c) **Reminder of Upcoming Election Schedule**

- February 27, 2020 – deadline to request absentee ballots
- March 3, 2020 – Presidential Primary & Special Referendum Election

d) **Reminder of Upcoming Budget Schedule**

- February 25, 2020 – Town Manager submits budget to Select Board & Budget-Finance Committee
- March 3, 2020 – 1<sup>st</sup> Budget Review Session
- March 17, 2020 – 2<sup>nd</sup> Budget Review Session

**7) Treasurer's Warrant**

**Motion** to approve the Treasurer's Warrant for a total of \$116,569.09 by Selectman Gifford. Seconded by Selectman Bullock.

**Unanimously approved**

**8) Executive Session**

- a) Consideration of Personnel Issue – pursuant to 1 MRSA §405 (6) (A)

**Motion** to enter executive session at 7:04pm by Selectman Sadak. Seconded by Selectman Bullock.

**Unanimously approved**

**Motion** to leave executive session at 7:42pm by Selectman Gifford. Seconded by Selectman Taylor.

**Unanimously approved**

**9) Adjournment**

**Motion** to adjourn at 7:43pm by Selectman Bullock. Seconded by Selectman Taylor.

**Unanimously approved**

*Respectfully submitted,*

*Susan L Look, Town Clerk*