



**BOARD OF SELECTMEN
Agenda**

October 5, 2020

6:30pm – Regular Meeting

Via Zoom

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
Alex Sirois – Code Enforcement Officer
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

a) September 8, 2020

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

Unanimously approved

3) **New Business**

a) Set Date for RSU #14 Withdrawal Referendum Public Hearing – Rolf Olsen, Chairman

Motion to set the date for the Public Hearing for the RSU #14 Withdrawal Referendum Public Hearing to October 20, 2020 at 6:30pm by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

b) Consideration of Letter to Bruce Sanford Regarding Cemetery Lot – Sue Look, Town Clerk

There was extensive discussion, the details of which are available in the video record

at <https://www.raymondmaine.org/content/board-selectmen-october-5-2020> .

Chair Olsen – Don or Sue will contact the surveyor to survey the whole cemetery to establish the plots/lots.

c) Consideration of Acceptance of a \$5,000 Grant from the Center for Tech & Civic Life for Election Expenses – Sue Look, Town Clerk

- Will be used to buy 9 voting booths, finish paying for ballot drop-box, and pay for some of the extra cost of Election Clerks

Motion to accept the above listed grant by Selectman Gifford. Seconded by Selectman Sadak.

Unanimously approved

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

Motion to approve annual update of the General Assistance Appendices by Selectman Bullock. Seconded by Selectman Sadak.

Unanimously approved

e) Consideration of Acceptance of COVID-19 Grants – Don Willard, Town Manager

- Keep ME Healthy \$80,656
 - 1) We rented portable restrooms, they were located at Veteran's park and Tassel top.
 - 2) Cathy Gosselin provided education for camps and area businesses in the town.
 - 3) Tassel Top Staff visited local beaches to educate/observe on social distancing.
 - 4) Tassel Top Staff cleaned the portable restrooms.
 - 5) The Roadrunner was used to communicate virus information to the public, videos, and signs were produced.
- Cumberland County \$400 passed on to Food Pantry
- GPCOG CDBG Grant \$10,000 for the Food Pantry
- Grant in kind from Windham Wedco \$180,000 for 9 towns for PPE, signage, etc.

Motion to accept the above listed grants by Selectman Bullock. Seconded by Selectman Taylor.

Unanimously approved

4) **Public Comment** – none

5) **Selectman Comment** – none

6) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- November 10, 2020
- December 8, 2020

b) Reminder of Upcoming Holiday Schedule

- Monday, October 12th – Columbus Day

c) Reminder of Upcoming Election Events

- First week of October – absentee ballots should be available and begin to be mailed
- October 19th – last day to register to vote by mail (in-person voter registration continues through Election Day)
- October 29th – last day to request an absentee ballot be mailed
- October 30th – last day to vote an absentee ballot in-person at the Town Office
- November 3rd – Election Day

d) Explanation of Election Day Procedures – Sue Look, Town Clerk

The set-up will be very similar to the July Primary Election in 2020. It is requested that all voters wear a face covering. Voters will be split into 2 lines when they enter the hallway to the JSMS gym and then into 4 lines in the gym to go to 4 different voter lists (split by the first letter of the voter's last name). There will be markers on the floor to help voters maintain social distancing, as well as hand-sanitizer. We can have up to 50 people in the gym at a time, not including those in the hallway. Election workers will be required to wear masks and will have access to gloves, face shields, and hand sanitizer. Each Incoming Voter List will have a sneeze guard and voting booths and pens will be cleaned.

7) Executive Session

a) To Update the Select Board on a Pending Legal Matter (pursuant to 1 MRSA §405 (E))

Motion to enter executive session as listed above at 7:48pm by Selectman Sadak. Seconded by Selectman Taylor.

Unanimously approved

Motion to leave executive session at 8:01pm by Selectman Sadak. Seconded by Selectman Taylor.

Unanimously approved

8) Adjournment

Motion to adjourn at 8:01pm by Selectman Sadak. Seconded by Selectman Taylor.

Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk