



## BOARD OF SELECTMEN Minutes

June 15, 2021

6:30pm – Regular Meeting

Via Zoom & on YouTube

*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, Joe Bruno, Teresa Sadak, Samuel Gifford, Lawrence Taylor

**Select Board members absent:** none

**Town Staff in attendance:**

Don Willard – Town Manager  
Alex Sirois – Code Enforcement Officer  
Wayne Jones – Fire Inspector  
Joe Crocker – Parks & Rec Director  
Alex Aponte – Finance Director  
Sue Look – Town Clerk

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

Welcome to Joe Bruno and congratulations on his election. Thank you to Marshall Bullock for his time on the Select Board.

**2) Minutes of previous meetings**

a) May 11, 2021

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

**Voted 4-0 with 1 abstained**

**3) New Business**

a) Election of Officers

**Motion** to elect Teresa Sadak for Chair by Selectman Bruno. Seconded by Selectman Taylor.

**Unanimously approved**

**Motion** to elect Rolf Olsen for Vice-Chair by Selectman Taylor. Seconded by Selectman Gifford.

**Unanimously approved**

**Motion** to elect Joe Bruno for Parliamentarian by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved**

- b) Consideration of Recycler License for Automill LLC at 1261 Roosevelt Trail – Alex Sirois, CEO

This is the annual renewal.

There has been a complaint that they have exceeded the 20 car maximum allowed on their license and CEO Sirois did not find this to be true then. Tonight, they had 35 cars.

Sarah Day of Automill said that the resale vehicles do not count, nor do any sold vehicles. They can have 20 parts cars and up to 10 for resale or sold cars. CEO Sirois will look into this. Automill had a “deal with the old CEO”.

Automill has a used cars license and a recycler’s license.

The Select Board would like CEO Sirois to make sure what the limits are and what the authority is.

CEO Sirois will review the ZBA determination. There is no urgency to renew this license.

**Motion** to approve with all applicable limits by Selectman Bruno. Seconded by Selectman Olsen.

**Unanimously approved**

- c) Update on Status of Café Sebago Fire Inspection – Wayne Jones, Fire Inspector

**Motion** to Table until next meeting by Selectman Bruno. Seconded by Selectman Olsen.

**Unanimously approved**

- d) Consideration of Appointing Greg Dean to the Zoning Board of Appeals – Alex Sirois, CEO

Mr Dean wants to be involved in the community and has attended a ZBA meeting and a site walk.

Thank you for stepping up and volunteering.

**Motion** to appoint Greg Dean to the ZBA for a term ending 6/30/2022 by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved**

- e) Consideration of Resignation of Len Cirelli from the Zoning Board of Appeals – Alex Sirois, CEO

**Motion** to accept Mr Cirelli’s resignation from the ZBA by Selectman Olsen. Seconded by Selectman Taylor.

**Unanimously approved**

- f) Consideration of Absorbing Raymond Recreation Assets – Joe Crocker, Parks & Rec Director; Alex Aponte, Finance Director; and Raymond Recreation Representative

The Raymond Recreation Board has decided to dissolve and transfer their funds and assets to the Town of Raymond. The funds they want ear-tagged for a facility. They will still help out with how they have run the programs and parents will still be asked to volunteer to coach, etc.

**Motion** to absorb the assets of Raymond Recreation and set up a special revenue fund to be carried forward by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved**

- g) Consideration of Board/Committee Meetings Format in Light of CDC Guidelines – Select Board

By consensus the board agreed that they would go back to an in-person meeting in July and a letter will be sent to the other Town committees/boards/commissions that they must stop the electronic meeting after July 31<sup>st</sup>.

h) Consideration of Annual Payroll Warrant Policy – Alex Aponte, Finance Director

Purpose To allow at least one (1) of the municipal officers to review, approve, and sign the treasurer's payroll warrants, and to allow a majority of the municipal officers to review, approve, and sign the treasurer's accounts payable warrants.

Delegation of Authority This policy allows at least one (1) of the municipal officers (selectmen), acting on behalf of the full board of municipal officers, to review, approve, and sign municipal treasurer's disbursement warrants for employee wages and benefits (pursuant to 30-A MRSA § 5603 (2)(A)(1)).

This policy further allows at least a majority of the municipal officers (selectmen), acting on behalf of the full board of municipal officers, to review, approve, and sign municipal treasurer's accounts payable warrants (pursuant to 30-A MRSA § 5603 (2)(A)).

Majority Power This policy is in addition to, not in lieu of, majority power. Nothing in this policy is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for payroll and for accounts payable.

Original & Copy The original document will be filed annually with the Town Clerk and a copy will be filed with the Treasurer.

Lapse This policy lapses annually on June 30<sup>th</sup>, if not sooner amended or canceled.

Renewal This policy may be renewed at any time before its lapse. Thereafter it may be readopted at any time. Any renewal is valid until June 30<sup>th</sup> of the next fiscal year.

Effective Date: July 1, 2021 End Date: June 30, 2022

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

Selectman Gifford will sign the payroll warrants this year.

**Unanimously approved**

i) Consideration of Staff Annual Appointments – Sue Look, Town Clerk

**Appointment by Municipal Officers**

Pursuant to M.R.S.A. 30-A §2601, the undersigned municipal officers of the Town of Raymond do hereby vote to appoint and confirm the following staff members for the below noted terms:

| Committee                                      | Expiration | First Name | Last Name   |
|------------------------------------------------|------------|------------|-------------|
| ANIMAL CONTROL OFFICER                         | 6/30/2022  | Jessica    | Jackson     |
| CONTRACT ASSESSOR                              | 6/30/2022  | Curt       | Lebel       |
| CODE ENFORCEMENT OFFICER                       | 6/30/2022  | Alex       | Sirois      |
| CONSTABLE                                      | 6/30/2022  | Nathan     | White       |
| EMERGENCY MANAGEMENT DIRECTOR                  | 6/30/2022  | Bruce      | Tupper      |
| FIRE CHIEF                                     | 6/30/2022  | Bruce      | Tupper      |
| FOREST WARDEN                                  | 6/30/2022  | Bruce      | Tupper      |
| HEALTH OFFICER                                 | 6/30/2022  | Cathy      | Gosselin    |
| Maine Waste to Energy                          | 6/30/2022  | Don        | Willard     |
| ROAD COMMISSIONER                              | 6/30/2022  | Nathan     | White       |
| TOWN OFFICE - General Assistance Administrator | 6/30/2022  | Jennie     | Silverblade |
| TOWN OFFICE – Harbor Master                    | 6/30/2022  | Don        | Willard     |
| TOWN OFFICE – Registrar                        | 6/30/2022  | Sue        | Look        |
| TOWN OFFICE – Tax Collector                    | 6/30/2022  | Suzanne    | Carr        |
| TOWN OFFICE – Town Clerk                       | 6/30/2022  | Sue        | Look        |
| TOWN OFFICE – Treasurer                        | 6/30/2022  | Alex       | Aponte      |

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

**Unanimously approved**

j) Consideration of Boards/Committees Annual Appointments – Sue Look, Town Clerk

**Appointment by Municipal Officers**

Pursuant to M.R.S.A. 30-A §2601, the undersigned municipal officers of the Town of Raymond do hereby vote to appoint and confirm the following committee members for the below noted terms:

| Committee                        | Term | Expiration | First Name | Last Name   | Street                |
|----------------------------------|------|------------|------------|-------------|-----------------------|
| BEAUTIFICATION COMMITTEE         | 1    | 6/30/2022  | Shirley    | Bloom       | 26 Sebago Rd          |
| BEAUTIFICATION COMMITTEE         | 1    | 6/30/2022  | Mitzi      | Burby       | 64 Spiller Hill Rd    |
| BEAUTIFICATION COMMITTEE         | 1    | 6/30/2022  | Sharon     | Dodson      | PO Box 577            |
| BEAUTIFICATION COMMITTEE         | 1    | 6/30/2022  | Fran       | Gagne       | 68 Whittemore Cove Rd |
| BEAUTIFICATION COMMITTEE         | 1    | 6/30/2022  | Elissa     | Gifford     | PO Box 357            |
| BEAUTIFICATION COMMITTEE         | 1    | 6/30/2022  | Elaine     | Keith       | 72 Quarry Cove Rd     |
| BEAUTIFICATION COMMITTEE         | 1    | 6/30/2022  | Christine  | McClellan   | PO Box 406            |
| BEAUTIFICATION COMMITTEE         | 1    | 6/30/2022  | Mary       | McIntire    | 31 Egypt Road         |
| BEAUTIFICATION COMMITTEE         | 1    | 6/30/2022  | Jan        | Miller      | 59 Hancock Rd         |
| BOARD OF ASSESSMENT REVIEW       | 3    | 6/30/2022  | Robert     | Harmon      | PO Box 490            |
| CONSERVATION COMMISSION          | 1    | 6/30/2022  | John       | Rand        | 20 Dryad Woods Rd     |
| CONSERVATION COMMISSION          | 1    | 6/30/2022  | Bill       | Fraser      | 1 Justin Lynn Drive   |
| CONSERVATION COMMISSION          | 1    | 6/30/2022  | Russ       | Hutchinson  | 363 N. Raymond Rd     |
| CONSERVATION COMMISSION          | 1    | 6/30/2022  | Kimberly   | Post        | 112 Mountain Rd       |
| CONSERVATION COMMISSION          | 1    | 6/30/2022  | Ben        | Severn      | 4 Emery Lane          |
| PLANNING BOARD                   | 3    | 6/30/2024  | Michael    | D'Arcangelo | 82 Daggett Dr         |
| PLANNING BOARD                   | 3    | 6/30/2024  | Kyle       | Bancroft    | PO Box 896            |
| VETERANS MEMORIAL PARK COMMITTEE | 1    | 6/30/2022  | David      | McIntire    | 31 Egypt Rd           |
| VETERANS MEMORIAL PARK COMMITTEE | 1    | 6/30/2022  | Eleanor    | Thompson    | 10 Levy Lane          |
| ZONING BOARD OF APPEALS          | 3    | 6/30/2024  | David      | Murch       | 2 Canal Rd            |

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

**Unanimously approved**

k) Consideration of Select Board Representation on Boards/Committees – Select Board

| <b>Committee Name</b>             | <b>Select Board Representative</b> |
|-----------------------------------|------------------------------------|
| Beautification Committee          | Teresa Sadak                       |
| Conservation Commission           | Lonnie Taylor                      |
| Recycling Committee               | Rolf Olsen                         |
| Veterans' Memorial Park Committee | Sam Gifford                        |
| Raymond Village Library Board     | Teresa Sadak                       |

**Motion** to approve as above by Selectman Olsen. Seconded by Selectman Bruno.

**Unanimously approved**

l) Consideration of Annual Fee Schedule – Sue Look, Town Clerk

**Motion** to approve by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved**

**4) Public Comment**

Peter Leavitt had comments pertaining to the Lakes Region Broadband effort and would like an update on the website and at Select Board meetings. He also asked if a committee was going to be formed to look at the Comprehensive Plan.

**5) Selectman Comment**

Selectman Bruno thanked the residents of the Town of Raymond for electing him to a 5<sup>th</sup> term as Selectman. He really missed it while he was gone and is excited to be back.

Selectman Olsen thanked the Town Staff for their efforts during the COVID-19 pandemic. They managed to serve the Town very well during tough times.

Selectman Gifford said that he felt it was time to review the Comprehensive Plan.

Chair Sadak clarified that the Select Board has checked into a number of places to create a Raymond Community Center. The Town has not been offered land for this purpose. We do not want to make a bad investment for the Town and we do continue to look for an opportunity.

Selectman Bruno requested that a Comprehensive Plan discussion be added to the next agenda. Selectman Gifford and Taylor agreed. Chair Sadak asked that it be added.

## 6) Town Manager's Report and Communications

Town Manager Willard – I have been working with Kevin Woodbrey, and Laurie Forbes to try to push broadband forward. We have made several unsuccessful applications, but it is highly competitive for towns to get grant monies for this. We did get a small grant at one point. We are hopeful that the County will put some of their American Rescue Plan grant monies toward this. I agree that we need this and when there is something to report I will get it out there.

We are doing a lot of roadside mowing with our large mower and drainage improvements. We are waiting for the MEDOT to give the green light to begin the Main Street sidewalk program. We need more call members for Public Safety.

### a) Confirm Dates for Upcoming Regular Meetings

- July 13, 2021 – 1<sup>st</sup> in-person meeting since COVID-19
- August 10, 2021

## 7) Adjournment

**Motion** to adjourn at 7:21pm by Selectman Taylor. Seconded by Selectman Gifford.

**Unanimously approved**

*Respectfully submitted,*

*Susan L Look, Town Clerk*