



## BOARD OF SELECTMEN Minutes

January 11, 2022

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

**Select Board members absent:** Lawrence Taylor

**Town Staff in attendance:**

Don Willard – Town Manager  
Charisse Keach – Finance Director  
Bruce Tupper – Fire Chief  
Cathy Gosselin – Health Officer  
Alex Sirois - CEO  
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

a) December 14, 2021

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

**Unanimously approved**

3) **New Business**

a) Consideration of Adding a Special Revenue Account for Raymond Parks and Recreation – Charisse Keach, Finance Director

Parks and Recreation Director Crocker sent in the following statement – I am asking the Board of Selectmen to consider moving the "Programs and Events" revenue account out of the General Fund and into a Special Revenue account. Finance Director, Charisse Keach, has gathered best practices from other municipalities and the Special Revenue account checks off all objectives I set for budgeting programs and events. This will allow me to allocate expenses to the revenues I bring in from program registrations, donations, grants, and sponsorships. This makes individual program and events budgeting much easier to manage. Also, the Special Revenue account will keep a fund balance of the profits to be used for future projects,

equipment, and services. This is an important step that will help prepare us for the future growth that we are guaranteed to see for the Parks and Recreation Department.

**Motion** to approve adding a Special Revenue account for Raymond Parks and Recreation by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved**

b) Consideration of Adopting Maine State Retirement to Promote Employee Recruitment and Retention – Bruce Tupper, Fire Chief

Chief Tupper requested to add a proposal for the Maine State Retirement to the upcoming budget process. Other towns also use MEPERS and it would help us to retain people who may leave to be able to be a part of MEPERS, Gray is the only other town without MEPERS. The union is going to ask for this in their contract. There are currently 8 full-time union members.

**Consensus** to allow a proposal to be added to the budget process.

c) Report from Planning Board Pertaining to a Recreational Marijuana Ordinance – Alex Sirois, CEO

The Planning Board discussed this at their December meeting, and they feel they need more guidance from the Select Board on what the Town envisions for Raymond. The consensus was to suggest that the Select Board appoint a committee to develop a Recreational Marijuana Ordinance. There is a pretty intense process to be sure that the businesses comply with all of the ordinances.

The State Office of Marijuana Policy oversees the statutes and regulations.

Chair Sadak suggested beginning the next Select Board Meeting with a workshop at 6:00pm with the Planning Board to discuss how to proceed.

**Consensus** to send the question of whether or not the Town of Raymond wants to allow the sale of recreational marijuana, subject to the adoption of an ordinance, to referendum vote at the June Election in 2022.

d) Consideration of Adding the “Juneteenth” Federal Holiday to the List of Paid Holidays – Don Willard, Town Manager

This is a Federal Holiday that has been or is in the process of being added by most Cumberland County Municipalities.

Juneteenth (officially Juneteenth National Independence Day and also known as Jubilee Day, Emancipation Day, Freedom Day, and Black Independence Day) is a federal holiday in the United States commemorating the emancipation of African-American slaves. It has been celebrated annually on June 19 in various parts of the United States since 1865. The day was recognized as a federal holiday on June 17, 2021, when President Joe Biden signed the Juneteenth National Independence Day Act into law. Juneteenth's commemoration is on the anniversary date of the June 19, 1865, announcement of General Order No. 3 by Union Army general Gordon Granger, proclaiming freedom for slaves in Texas, which was the last state of the Confederacy with institutional slavery.

**Motion** to approve June 19<sup>th</sup> each year as a paid holiday commemorating Juneteenth

by Selectman Bruno. Seconded by Selectman Olsen.

**Unanimously approved**

- e) Update on Appointing Members to a Comprehensive Plan Committee – Sue Look, Town Clerk

There are currently 4 applications from Frank McDermott, Greg Foster, Peter Leavitt and Brad McCurtain.

The Select Board decided to try advertising again, use the Road Runner. We need 9 to 11 participants for diversity and to be able to handle the tasks required.

- f) Discussion of Select Board Meetings Format for the Foreseeable Future – Teresa Sadak, Chair

Due to concerns of spreading COVID and every other virus that is going around the consensus is to move back to ZOOM meetings and decide at each meeting how to do the next meeting. A note will be sent to the committee/board stating that the Town Policy is that masks will be worn in all Town buildings unless social distancing is possible. A sign will be added to the Broadcast Studio door asking all to mask.

**4) Public Comment** – none

**5) Selectman Comment**

Selectman Bruno – Praise for the Public Works for the great job they are doing on the roads.

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

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

- February 8, 2022
- March 8, 2022

**b) Reminder of Upcoming Budget Schedule**

- February 23, 2022 – Town Manager submits budget to Select Board & Budget-Finance Committee
- March 1, 2022 – 1<sup>st</sup> Department Head Review – 6:30pm
- March 15, 2022 – 2<sup>nd</sup> Department Head Review – 6:30pm
- March 31, 2022 – Budget Workshop – 6:30pm
- April 5, 2022 – Select Board Warrant Review & Approval – 6:30pm
- April 12, 2022 – Budget-Finance Committee Budget Article Recommendations – 6:30pm

- April 19, 2022 – Select Board final Warrant approval – 6:30pm
- Town Meeting at the Jordan Small Middle School Gym
- 1) June 7, 2022 – if we have Open Town Meeting – 6:00pm

**OR**

- 2) June 14, 2022 – if we vote the Town Warrant via secret ballot – 7:00am to 8:00pm

**c) Reminder of Upcoming Holiday Schedule**

- Monday, January 17<sup>th</sup> – Martin Luther King Jr Day

**7) Adjournment**

**Motion** to adjourn at 7:45pm by Selectman Bruno. Seconded by Selectman Olsen.

**Unanimously approved**

*Respectfully submitted,  
Susan L Look, Town Clerk*