



BOARD OF SELECTMEN Minutes

November 15, 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
Curt Lebel – Contract Assessor
Alex Sirois – CEO
Bruce Tupper – Fire Chief
Cathy Gosselin – Finance Assistant
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

a) October 11, 2022

Motion to approve as presented by Selectman Sadak. Seconded by Selectman Olsen.

Unanimously approved

3) **Public Hearing**

a) Raymond Land Use Ordinance and Shore Land Zoning Ordinance Codification

- In 2021 we started a codification project with a company called General Code (a member of the International Code Council). The goal of the project was for this third party to review our existing Land Use and Shoreland Zoning Ordinances and make sure they are complete, up-to-date, and consistent in format, style, and content.

The current draft document presented for adoption has been updated through amendments accepted in June 2022 and slightly reorganized/renumbered. Errors and inconsistencies were found during the review process that will be substantially

* Taken out of order

corrected at future town meetings. Only minor corrections have been made to correct typographical and spelling errors.

Once this new codified document has been accepted by the town it will be available on the town's website in a searchable easy-to-use system called eCode360.

Public Hearing declared open by Chair Bruno.

CEO Sirois explained the project.

Public Hearing declared closed by Chair Bruno.

4) Old Business

- a) Consideration of a Resolution to Invest Raymond Public Library Monetary Assets – Charisse Keach, Finance Director

III. RESOLUTIONS

Certified Copy Of Certain Resolutions by the Governing Body of Said Organization Whereby the Establishment and Maintenance of Accounts Have Been Authorized.

RESOLVED-

FIRST: That the named Authorized Persons of this organization: Don Willard, Town Manager or Charisse Keach, Finance Director or Cathy Gosselin, HR Director/Finance Assistant be and they hereby are, and each of them is, authorized and empowered, for and on behalf of this organization, the Town of Raymond, (herein called the "Organization"), to establish and maintain one or more accounts with Multi-Rank Securities, Inc. (herein called the "Brokers") and Pershing LLC, its successors or assigns, and for the purpose of purchasing, investing in, or otherwise acquiring, selling, possessing, transferring, exchanging, pledging, or otherwise disposing of or realizing upon, and generally dealing in and with;

(a) THIS PARAGRAPH PERMITS CASH TRANSACTIONS IN SECURITIES

any and all forms of securities including, but not by way of limitation, shares, stocks, options, stock options, stock index options, foreign currency options and debt instrument options, bonds, debentures, notes, scrip, participation certificates, rights to subscribe, warrants, certificates of deposit, mortgages, chooses in action, evidence of indebtedness, commercial paper, certificates of indebtedness and certificates of interest of any and every kind and nature whatsoever, secured or unsecured, whether represented by trust, participating and/or other certificates or otherwise;

(b) THIS PARAGRAPH PERMITS CASH AND MARGIN TRANSACTIONS IN SECURITIES

any and all forms of securities including, but not by way of limitation, shares, stocks, options, stock options, stock index options, foreign currency options and debt instrument options, bonds, debentures, notes, scrip, participation certificates, rights to subscribe, warrants, certificates of deposit, mortgages, chooses in action, evidence of indebtedness, commercial paper, certificates of indebtedness and certificates of interest of any and every kind and nature whatsoever, secured or unsecured, whether represented by trust, participating and/or other certificates or otherwise; and margin transactions, including short sales;

The fullest authority at all times with respect to any such commitment or with respect to any transaction deemed by any of the said Authorized Persons and/or agents to be proper in connection therewith is hereby conferred, including authority (without limiting the generality of the foregoing) to give written or oral instructions to the Brokers with respect to said transactions; to bind and obligate the Organization to and for the carrying out of any contract, arrangement, or transaction, which shall be entered into by any such Authorized Persons and/or drafts drawn upon the funds of the Organization such sums as may be necessary in connection with any of the said accounts to deposit funds with the Brokers; to deliver securities and/or contracts to the Brokers; to order the transfer or delivery thereof to any other person whatsoever. and/or to order the transfer record of any securities, or contracts, or titles, to any name selected by any of the said Authorized Persons or agents; to affix the Organization's seal to any

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documents or agreements, or otherwise; to endorse any securities and/or contracts in order to pass title thereto; to direct the sale or exercise of any rights with respect to any securities; to sign for the Organization all releases, powers of attorney and/or other documents in connection with any such account, and to agree to any terms or conditions to control any such account; to direct the Brokers to surrender any securities to the proper agent or party for the purpose of effecting any exchange or conversion, or for the purpose of deposit with any protective or similar committee. or otherwise; to accept delivery of any securities, to borrow money and securities, if applicable, and to secure repayment thereof with the property of the Organization; to. appoint any other person or persons to do any and all things which any and all things which any of the said Authorized Persons and/or agents is hereby empowered to do, and generally to do and take all action necessary in connection with the account or considered desirable by such Authorized Persons and/or agents with respect thereto.

SECOND: That the Brokers may deal with any and all of the persons directly or indirectly by the foregoing resolution empowered, as though they were dealing with the Organization directly.

THIRD: That the person signing this Non-corporate Resolution on behalf of the Organization be and hereby is authorized, empowered, and directed to certify to the brokers:

- (a) a true copy of these resolutions;
- (b) specimen signatures of each and every person by these resolutions empowered;
- (c) a certificate (which, if required by brokers, shall be supported by an opinion of the general counsel of the Organization, or other counsel satisfactory to the Brokers) that the Organization is duly organized and existing, that its governing rules empower it to transact the business by these resolutions defined, and that no limitation has been imposed upon such powers by the governing rules of the Organization or otherwise.

FOURTH: That the Brokers may rely upon the certified copy of the resolutions, specimen signatures, and certificate, as continuing fully effective unless and until the Brokers shall receive due written notice of change or rescission, and the dispatch or receipt of any other form or notice shall not constitute a waiver of this provision. nor shall the fact that any person hereby empowered ceases to be an Authorized Person of the Organization or becomes an Authorized Person under some title, in any way affect the powers hereby conferred, but the failure to supply any specimen signature shall not invalidate any transaction where the party authorizing the same has been actually empowered thereto by or in conformity with these resolutions.

FIFTH: That in the event of any change in the office of powers of persons hereby empowered, an Authorized Person shall certify such changes to the Brokers in writing in the manner herein above provided, which notification, when received, shall be adequate both to terminate the powers of the persons therefore authorized, and to empower the persons thereby substituted.

SIXTH: That the Authorized Persons of the Organization be, and hereby is, authorized and empowered to countersign items as aforesaid.

SEVENTH: That the foregoing resolutions and the certificates actually furnished to the Brokers by the Authorized Person of pursuant thereto, be and they hereby are made irrevocable until written notice of the revocation thereof shall have been received by the Brokers.

Finance Director Keach – Some of the funds from the Library were with Key Bank and this is what I am looking to reinvest. The other part is from their operating monies of which we will use \$60,000 to offset this year's expenses. We are looking to invest around \$129,000 with Multi Bank Securities (MBS). There will not be penalties for early withdrawals. They can not guarantee a minimum return. Other municipalities use them. Rates are about 5%. Non-callable are from 18 months to 3 years. The funds are insured by the bank who is offering the CD. MBS gets paid by the banks who issue the CDs. \$205,000 came to the Town. Selectmen's preference is for 18

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months.

Motion to adopt the resolution stated above by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved

5) New Business

- a) Consideration of Business License Application for Cosmetika Inc LLC – Chris & Oksana Nadeau, Owners

Mr Nadeau told the Select Board that their business would be providing clients with permanent makeup and jewelry it is like tattooing or micro-blading. It can also cover scars, post-mastectomy, etc.

Motion to approve contingent upon completion of items on Fire Inspection report by Selectman Sadak. Seconded by Selectman Olsen.

Unanimously approved

- b) Consideration of Executing a Corrective Tax Warrant and Certificate – Curt Lebel, Contract Assessor

- Required to correct an error regarding the homestead reimbursement.

Motion to execute a corrective Tax Warrant and Certificate by Selectman Sadak. Seconded by Selectman Olsen.

Unanimously approved

- c) Consideration of Tax Abatement(s) and Supplemental Assessment(s) – Curt Lebel, Contract Assessor

Abatements:

Tax Year	Map & Lot	Owner	Tax Amount	Reason
2022	009-061	Forest Joseph MH, John A, Kathleen M & Robert F	\$3,597.00	Property assessed to incorrect owner
2022	031-042	The Revocable Living Trust of Barbara L Forest	\$4,819.50	Property assessed to incorrect owner
2022	014-006	William Montalvo	\$322.50	Homestead Exemption omitted in error
2022	017-057	Michelle Mattheson & Dexter Flemming	\$40.50	Incorrect acreage
2022	Personal property	Meadowbrook Farms & Orchards	\$33.00	Business closed prior to 4/1/2022

Motion to grant the above listed abatements by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved

* Taken out of order

Supplemental Taxes:

Map & Lot	Owner	Tax Amount	Reason
009-061	Forest John A & Ruth L Trustees Forest Family Trust	\$3,597.00	Property originally assessed to incorrect owner
031-042	Forest Joseph MH, John A, Kathleen M & Robert F	\$4,819.50	Property originally assessed to incorrect owner

Motion to issues the above listed supplemental tax bills by Selectman Olsen. Seconded by Selectman Sadak.

Unanimously approved

- d) Consideration of Issuing Quit Claim Deed(s) – Sue Carr, Tax Collector

Martha Murray – Map 052 Lot 052

Motion to issue a Quit Claim Deed to Martha Murray for Map 052 Lot 052 by Selectman Sadak. Seconded by Selectman .

Unanimously approved

- e) * Consideration of Raymond Land Use & Shore Land Zoning Ordinances Codification Warrant Article Recommendation – Sue Look, Town Clerk

<p>ARTICLE 2: Shall an ordinance entitled “An Ordinance to Renumber and Recaption the Zoning Ordinance and Shoreland Zoning Ordinance” be enacted? (A copy of the full text of the Ordinance is available for review and inspection in the Town Clerk’s Office in a document entitled “Final Draft of the Land Use and Shoreland Zoning Ordinances of the Town of Raymond,” dated September, 2022, prepared by General Code, LLC).</p> <p>Summary: this Ordinance does the following:</p> <ol style="list-style-type: none">1. Renumbers the Land Use Ordinance and Shoreland Zoning Ordinance chapters and each of the sections and subsections;2. Updates internal references to reflect the new numbering system; and3. Making certain non-substantive changes to the text of the ordinances so that the style of the text is consistent in terms of grammar, punctuation, spelling, capitalization and citation of numbers and statutory references. <p>Select Board recommends/does not recommend Article 2 Planning Board recommends Article 2</p>

Motion to recommend Article 2 of the Special Town Meeting Warrant as presented by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

* Taken out of order

f) * Consideration of Special Town Meeting Warrant – Sue Look, Town Clerk

<p>Town of Raymond December 13, 2022 SPECIAL TOWN MEETING WARRANT</p>
<p>TO: Don McClellan, a resident of the Town of Raymond, in the County of Cumberland and State of Maine.</p>
<p>GREETINGS:</p>
<p>In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Raymond, qualified by law to vote in Town affairs, to meet at the Broadcast Studio at 423 Webbs Mills Road in said town on Tuesday, December 13, 2022, at 6:30 P.M., then and there to act on Articles 1 through 2 as set out below.</p>
<p>ARTICLE 1: To elect a moderator to preside at said meeting.</p>
<p>ARTICLE 2: Shall an ordinance entitled "An Ordinance to Renumber and Recaption the Zoning Ordinance and Shoreland Zoning Ordinance" be enacted? (A copy of the full text of the Ordinance is available for review and inspection in the Town Clerk's Office in a document entitled "Final Draft of the Land Use and Shoreland Zoning Ordinances of the Town of Raymond," dated September, 2022, prepared by General Code, LLC).</p>
<p>Summary: this Ordinance does the following:</p>
<ol style="list-style-type: none">1. Renumbers the Land Use Ordinance and Shoreland Zoning Ordinance chapters and each of the sections and subsections;2. Updates internal references to reflect the new numbering system; and3. Making certain non-substantive changes to the text of the ordinances so that the style of the text is consistent in terms of grammar, punctuation, spelling, capitalization and citation of numbers and statutory references.
<p>Select Board recommends/does not recommend Article 2 Planning Board recommends Article 2</p>

Motion to approve the Special Town Meeting Warrant as presented by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

g) * Discussion of In-depth Study of Short Term Rentals – Select Board

Chair Bruno began by letting the citizens who were present know that they had been misinformed about what the Select Board is doing at this meeting. The Select Board received a draft proposal from some citizens stating what they would like to see pertaining to short term rentals. We are not taking any action on it. We are only discussing what we want to do with the proposal. We received a number of emails that were totally wrong about what we are doing. There are many steps that would need to be taken before this would be considered. You are welcome to stay and listen

* Taken out of order

to the meeting, but we are not making any decisions on short term rentals tonight.

There are bills being presented to the legislature and the Select Board will wait to see what comes of this. The proposal presented is not enforceable and is too restrictive.

It makes sense to wait until after the Comprehensive Plan Committee has had a chance to look at this.

Sarah Clark – Auburn resident – can we get a copy of the proposal?

It is online in the ePacket. Even if the Comp Plan Committee says that it is a good idea there are a number of steps to get it to Town Meeting where the town will vote whether or not to approve.

h) Consideration of Voting Town Meeting Warrant via Open Town Meeting or Secret Ballot – Sue Look, Town Clerk

By consensus the Select Board decided to proceed with voting the Annual Town Meeting Warrant via secret ballot.

6) Public Comment

Folks spoke from the audience regarding changes to the Shoreland Zoning Ordinance. They were not at the microphone, so it was difficult to hear.

7) Selectman Comment

Chair Bruno apologized for the short-term rental misunderstanding of what is actually going on. Town Clerk Look apologized for not posting the ePacket on the website for this meeting.

8) Town Manager's Report and Communications

330 – number of Tax Stabilization applications

Only 9 seats left for the Ski Program

76 – participants in Pickle Ball

There is a Christmas Light contest being organized by Jackie Sawyer

Sand/salt is all set and we are ready for snow

a) Confirm Dates for Upcoming Regular Meetings

- December 13, 2022
- January 10, 2023

b) Reminder of Upcoming Holiday Schedule

- Thursday & Friday, November 24 & 25, 2022 – Thanksgiving

* Taken out of order

9) Executive Session

- a) Discussion of Employee Benefits & HRA - pursuant to 1 MRSA §405 (6) (D)
- b) * Discussion of Labor Contract & Proposal - pursuant to 1 MRSA §405 (6) (D)

Motion to enter executive session at 7:34pm as noted above for both items by Selectman Sadak. Seconded by Selectman Olsen.

Unanimously approved

Motion to leave executive session at 8:27pm by Selectman Olsen. Seconded by Selectman Sadak.

Unanimously approved

10) Adjournment

Motion to adjourn at 8:28pm by Selectman Sadak. Seconded by Selectman Olsen.

Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk