



**SELECT BOARD SPECIAL MEETING  
Minutes**

June 27, 2023

5:30pm – SPECIAL 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:** Joe Bruno, Rolf Olsen, Teresa Sadak, Samuel Gifford, Derek Ray

**Select Board members absent:** none

**Town Staff in attendance:**

Nathan White, Public Works Director  
Charisse Keach, Finance Director  
Cathy Gosselin, HR  
Sue Look – Town Clerk

1) **Called to order** at 5:30pm by Chair Bruno

2) **New Business**

a) **Consideration of Updating the Personnel Policy – Employee Retirement Match to 7%**

<b>ARTICLE XIV - RETIREMENT</b>	
A. All town employees will participate in and contribute to Social Security.	
B. All employees will be eligible to participate in the <del>ICMA Retirement Corporation Deferred Compensation Program</del> <u>Town’s retirement plan</u> . Full-time employees’ contribution will be matched by the Town based on the following table:	
Years of Employment	Employer Match of Gross Wages
During 0 – 6 months	0%
During 6 months – 1 year	<del>1</del> <u>2</u> %
During year 2	<del>2</del> <u>3</u> %
During year 3	<del>3</del> <u>4</u> %
During year 4	<del>4</del> <u>5</u> %
During and after year 5	<del>5</del> <u>7</u> % (maximum rate)

*NOTE: There will be a full rewrite of the Personnel Policy presented to the Select Board once it has been approved by the Town attorneys. All of the numbers will be removed from the new policy and placed in a schedule.*

Finance Director Keach found notes that in FY2021 the match was moved to a 2% to 6% scale during the budget process on March 3, 2020, but this was not incorporated into the Personnel Policy. This change would catch up that previous update as well as the current one to change the year 5 and beyond to 7%.

Select Olsen asked if they should change the least match to 3% to match the rules for 401K, even though we have the 457? The Select Board agreed with this by consensus.

**Motion** to approve as above with a change to “During 6 months – 2 years = 3%” and delete the line “During year 2 = 3%” by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

### 3) Executive Session

a) Personnel Issue pursuant to 1 MRSA §405 (6) (A)

**Motion** to enter executive session as noted above at 5:35pm by Select Sadak. Seconded by Select Olsen.

**Unanimously approved**

**Motion** to leave executive session at 6:14pm by Select Sadak. Seconded by Select Olsen.

**Unanimously approved**

Tentative meeting on the 18<sup>th</sup> of July, if the Town Manager comes back from leave.

**Motion** to appoint Sue Look as the Interim Town Manager until the Town Manager returns by Select Sadak. Seconded by Select Gifford.

**Unanimously approved**

### 4) Adjournment

**Motion** to adjourn at 6:15pm by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

*Respectfully submitted,*

*Susan L Look, Town Clerk*