



## SELECT BOARD Minutes

September 12, 2023

5:30pm – Regular Meeting

At Broadcast Studio &  
Via Zoom & on YouTube

*Resolution: We, the Raymond Select Board, 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:**

Wayne Jones – Fire Inspector  
Alex Sirois – CEO  
Charisse Keach – Finance Director  
Sue Look – Town Clerk

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

2) **COLAB Broadband High Speed Access Presentation** – Andrew Davis, Sebago Fiber & Wifi LLC owner, and Clara McCool, Regional Broadband Coordinator for GPCOG

Mr Davis and Ms McCool showed a PowerPoint presentation overviewing high speed internet (broadband), the history of the project, and the proposal to roll out for Raymond. Began at the request of several Town Managers who were hearing a need from their citizens. It now encompasses Raymond, Naples, Sebago, Casco and Standish. Goal to recommend a broadband solution. Mission Broadband has been our consultant. Awarded \$50,000 grant from the State of Maine for community outreach and free legal services. Issued RFP to Internet Service Providers for universal coverage of the communities. The Steering Committee consisted of Town Managers, Select Board members, and citizens from each town. 5 ISPs responded and Sebago Fiber with a private ISP with Municipal partner model was awarded the bid. There will be a town financial contribution to connect all of the town buildings on a "dark fiber ring". A ring has redundancy, scalability, equal access, simpler cabling which reduces cost, higher bandwidth, and easier troubleshooting. Spokes will build out from the ring. Initial implementation cost is higher, but ongoing maintenance is much lower for a ring. Sebago Fiber is a Maine based company. They have connected all of Frye Island from 2020-2023. They will do a demand survey to find community support and plan their implementation based on the results. The survey will go out digitally mid-Sept-Oct, with flyers and signage, and with in-person events. There is a "Affordable Connectivity Program" available for citizens who may need a bit of help. Asked for a letter of support for the project in Sebago.

**Motion** to approve the recommendation letter for the Town of Sebago by Select Olsen.

Seconded by Select Gifford.

**Unanimously approved**

**Motion** to continue to the survey phase of the project by Select Olsen. Seconded by Select Gifford.

**Unanimously approved**

**3) Minutes of previous meetings**

a) August 15, 2023

**Motion** to approve as presented by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

b) September 5, 2023

**Motion** to approve as presented by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

**4) Old Business**

a) Consideration of Liquor License Application – East Shore Tavern – Kyle Bancroft, owner

Mr Bancroft hired a different company for the grease hood cleaning and he is missing some filters in the grease hood. Recommend approval contingent upon doing the 6 month cleaning of the grease hood and reinspection at that point. The parking space issue still needs to be corrected. Mr Bancroft has abandoned the expansion of his business to this space and is not using this space for business. CEO Sirois stated that the area must be loamed and seeded to be out of violation or possible signage to stop parking there. Mr Bancroft feels that the violation should not exist as he is not using the parcel for his business. There have been dumpsters parked back there.

The leased parcel behind the building is what is under violation and can not be used for any business purpose. Mr Bancroft said he would add no parking signs around that area. The area around the old tie-dye place is for extra parking if needed. Mr Bancroft said the signs would be added within 7 days, actually by tomorrow.

**Motion** to approve the liquor license with contingencies of 6 month follow up cleaning and inspection and installation of no parking signs in 7 days for the leased parcel behind the building by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

b) Consideration of Special Amusement License Application – East Shore Tavern – Kyle Bancroft, owner

**Motion** to approve the special amusement license with contingencies of 6 month follow up cleaning and inspection and installation of no parking signs in 7 days for the leased parcel behind the building by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

Several citizens spoke up at this point to voice their displeasure that they were not given the opportunity to speak. Chair Bruno said all they had to do was raise their hand. He then allowed their comments.

Carrie Grant, former employee of Mr Bancroft, stated that the employees had not been properly paid, only paid tips. Back lot is used for parking and for dumpsters. She told of discrepancies with purchasing liquor and how much is sold. Cook consistently drinking on the job and bringing in a minor.

CEO Sirois has heard some of these complaints, none of which are land use related.

Courtney Ewards, from Windham, who spoke about a scenario with a neighbor who she said was overserved at East Shore Tavern.

Joe Grant spoke about the serving of underage kids and many police stops for drunk driving.

Mr Bancroft stated that Ms Grant was fired. Ms Grant spoke over Mr Bancroft. Liquor Inspector and Health Inspector found no issue when investigating Ms Grant's claims.

Chair Bruno asked Town Clerk Look to get reports from Dept of Liquor, Dept of Labor, Cumberland County Sheriff's Office, and State Police. Select Sadak will contact DHHS.

**Motion** to reconsider the liquor license and special amusement by Select Sadak. Seconded by Select Olsen.

**Unanimously approved**

**Motion** to table until the next meeting by Select Sadak. Seconded by Select Olsen.

**Unanimously approved**

## 5) New Business

- a) Consideration of Business License Application – Paul & Adelen Philippine Store – Paul Wells, owner

Asian grocery store where the gem/jewelry store was. There will be some cold prepared food. Planning to open Friday. If they add more equipment there will need to be an upgrade of circuits.

**Motion** to approve as presented by Select Olsen. Seconded by Select Gifford.

**Unanimously approved**

- b) Consideration of Business License Application – Camp Masters – Santino Tarsetti, owner

Camp maintenance business, docks, opening, closing, construction, landscaping, etc. It will be for display and office space.

**Motion** to approve as presented by Select Olsen. Seconded by Select Ray.

**Unanimously approved**

c) Consideration of Awarding Revaluation Contract to KRT Appraisal – Curt Lebel, Contract Assessor

We received 2 bids and the committee (Assessor’s Agent Lebel, Select Ray, Finance Director Keach, CEO Sirois, and Interim Town Manager Look) unanimously agreed that KRT Appraisal is the company we would like to recommend.

Kevin Leen or KRT (who did Raymond’s last revaluation) said that they will meet with town folks as long as necessary after the revaluation.

**Motion** to award the contract to KRT Appraisal by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

d) Consideration of Setting the FY 2023-2024 Mill Rate – Curt Lebel, Contract Assessor

TAX RATE	PROPERTY TAX REVENUES			
	LAST YEAR (FY 2022-23)	THIS YEAR (FY 2023-24) TAX RATE OPTIONS		
TAXABLE VALUATION	\$ 15.00	\$ 15.80	\$ 15.90	\$ 16.00
	\$ 1,061,314,380.00	\$ 1,071,991,940.00	\$ 1,071,991,940.00	\$ 1,071,991,940.00
COUNTY	\$ 817,347.00	\$ 974,325.00	\$ 974,325.00	\$ 974,325.00
SCHOOL	\$ 11,370,566.74	\$ 11,940,729.34	\$ 11,940,729.34	\$ 11,940,729.34
TIF AMOUNT	\$ 266,042.93	\$ 270,483.28	\$ 272,195.20	\$ 273,907.12
MUNICIPAL	\$ 3,406,942.82	\$ 3,711,906.50	\$ 3,810,043.02	\$ 3,908,179.53
OVERLAY	\$ 58,816.21	\$ 40,028.53	\$ 47,379.29	\$ 54,730.05
TOTAL PROPERTY TAX	\$ 15,919,715.70	\$ 16,937,472.65	\$ 17,044,671.85	\$ 17,151,871.04
<b>Each 1 cent increment on the tax rate will affect overlay by apprx \$10,900</b>				
	NON PROPERTY TAX REVENUES USED TO REDUCE MUNICIPAL APPROPRIATION			
	\$ 15.00			
HOMESTEAD REIMB	\$ (242,958.60)	\$ (244,584.95)	\$ (246,132.95)	\$ (247,680.96)
BETE REIMB	\$ (53,295.75)	\$ (49,845.84)	\$ (50,161.32)	\$ (50,476.80)
STATE REV SHARING	\$ (505,081.83)	\$ (464,259.71)	\$ (464,259.71)	\$ (464,259.71)
OTHER REVENUES	\$ (1,841,299.00)	\$ (2,015,400.00)	\$ (2,015,400.00)	\$ (2,015,400.00)
SELECT BOARD USE OF FUND BALANCE	\$ (200,000.00)	\$ (200,000.00)	\$ (100,000.00)	\$ -
MUNICIPAL APPROPRIATION	\$ 6,249,578.00	\$ 6,685,997.00	\$ 6,685,997.00	\$ 6,685,997.00
TOTAL NON TAX REV	\$ (2,842,635.18)	\$ (2,974,090.50)	\$ (2,875,953.98)	\$ (2,777,817.47)
TOTAL MUNICIPAL TAX REV	\$ 3,406,942.82	\$ 3,711,906.50	\$ 3,810,043.02	\$ 3,908,179.53

The Board will be asked to select an amount of fund balance to apply towards the municipal budget and approve a tax rate at its September 12, 2023 meeting. Upon approval of the rate, the necessary warrants and certificates may be completed for signatures by the board members the next day. I will be available at the meeting to answer any follow up questions the board may have. --Curt Lebel

Finance Director Keach said that based on her numbers we would be around 12% in undesignated fund balance (we have a policy to keep this around 15%) if we use \$100,000 to offset taxes. We have over expenditures on attorney fees and Worker’s Compensation is over as is Solid Waste.

**Motion** to set the Mill Rate for FY 2023-2024 at \$15.90 per \$1,000 of valuation by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

- e) Consideration of update of the Post Issuance Compliance Policy – Charisse Keach, Finance Director

Town Clerk Look forgot to include the red-lined version in the ePacket, so this will be tabled until the October meeting.

**Motion** to table until the October regular meeting by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

- f) Consideration of Annual Update to General Assistance Ordinance – Sue Look, Interim Town Manager

**Motion** to approve as presented by Select Olsen. Seconded by Select Gifford.

**Unanimously approved**

6) **Public Comment** – none

7) **Selectman Comment** – none

## 8) **Town Manager's Report and Communications**

We have a new Librarian, Richard Dowe. It was unanimous agreement with the hiring committee (Select Olsen, Interim Town Manager Look, Deb Hutchinson – Chair of Friends of RVL, Rec Director Crocker).

The Town Office will be closing at noon on September 28<sup>th</sup> for a Town Picnic at Tassel Top.

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

- October 10, 2023
- November 14, 2023

## 9) **Executive Session**

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

**Motion** to enter executive session at 7:25pm as noted above by Select Sadak. Seconded by Select Ray.

**Unanimously approved**

**Motion** to leave executive session at 7:52pm by Select Olsen. Seconded by Select Gifford.

**Unanimously approved**

**Motion** to go forward with the discussed recommendations by Select Olsen.  
Seconded by Select Sadak.

**Unanimously approved**

**10) Adjournment**

**Motion** to adjourn at 7:53pm by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

*Respectfully submitted,*

*Susan L Look, Town Clerk  
& Interim Town Manager*