



SELECT BOARD Minutes

December 12, 2023

6:30pm – 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 – Chair, Rolf Olsen – Vice Chair, Teresa Sadak, Samuel Gifford, Derek Ray

Town Staff in attendance:

Nathan White – Public Works Director
Alex Sirois – Code Enforcement Officer
Bruce Tupper – Fire Chief
Wayne Jones – Fire Inspector
John Facella – Fire Inspector
Charisse Keach – Finance Director
Cathy Gosselin – Deputy Treasurer
Sue Look – Interim Town Manager & Town Clerk

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

2) **Minutes of previous meetings**

a) November 14, 2023

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

Unanimously approved

3) **New Business**

a) Consideration of Request to Amend Consent Agreement for 402 Webbs Mills Rd – Nicole Starrett, owner

CEO Sirois spoke to the consent agreement. Previously the Select Board had authorized TM Willard to negotiate a consent agreement with Starrett and then TM Willard went out on FMLA. Interim TM Look and CEO met with Starrett and made changes to the consent agreement. The trees that were cleared followed a legal timber harvest from the State of Maine. Following today's Code Enforcement rules, they would have only needed a permit from the CEO officer who would have verified with the State that it was legal. Bernstein Shur broke down the costs of the legal fees as this was a complicated situation with 2 separate issues. There was the violation and

* Taken out of order

then the abutter appealed the ZBA decision which cost more than the violation charges. Select Chair Bruno suggested bringing the fine down from \$5,000 to \$2,500. Nicole Starrett (via Zoom) agreed to the fine.

Motion to authorize the Interim Town Manager and Code Enforcement Officer to work with Nicole Starrett, owner, to apply a fine of \$2,500 and agree on the timeline for a consent agreement by Select Sadak. Seconded by Select Olsen.

Unanimously approved

b) Consideration of Consent Agreement for East Shore Tavern – Kyle Bancroft, owner

CEO Sirois spoke to the changes that Owner Bancroft made toward rectifying the violation. Barriers have been added to one side and two dumpsters and a chain are on the other side so patrons are unable to park on the abutting residential lot. “No Parking” signs are also still up. There was a picture of a Casella truck turning around on the residential lot after emptying a dumpster which shows the current setup may still need amending. CEO Sirois indicated that he has had a couple of meetings with Kyle Bancroft, owner, since the last meeting. CEO Sirois indicates he wants a consent agreement toward the path forward on resolving the violation and keeping it resolved. If the barriers are up, he does not see the need to pave or seed and loam. The Select Board would like to add the cost of the Town’s legal fees to the agreement to be recouped as they don’t think it should have gone this far.

Owner Bancroft indicated that he spoke with Casella and let them know the dumpsters need to stay where they are and cannot be moved. He believes the barriers are working and there hasn’t been traffic going back there.

Motion to authorize the Interim Town Manager and Code Enforcement Officer to work with Kyle Bancroft, owner, to apply a fine of exact cost of attorney fees, add another chain with a lock to a post from the jersey barriers behind the dumpsters, and agree on the timeline of by the end of December 2023 and add that any violation of this consent for a consent agreement will nullify the agreement by Select Sadak. Seconded by Select Olsen.

Unanimously approved

c) Consideration of Abatement Request(s) – Curt Lebel, Contract Assessor

Motion to grant the abatement for PP 208 for \$364.11 to Malissa Girard by Select Olsen. Seconded by Select Gifford.

Unanimously approved

d) Consideration of FY 2024-2025 Budget Goals – Select Board

Chair Bruno mentioned that the goal should always be to look at core services and do what we can to keep taxes as low as possible.

Finance Director Keach spoke to our CIP needing to be looked at and updated to consider all financing options as well as looking at the potential of impact fees and more grant revenue streams to create more revenue

Interim Town Manager Look will research contracted grant writers.

Chair Bruno indicated all departments should go into the budget process with the idea

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of what can I do better?

e) Consideration of FY 2024-2025 Budget Schedule – Sue Look, Interim Town Manager

Reviewed the budget schedule. Interim Town Manager Look said some of the dates were worked around potential ZBA meetings and the Comp Plan meeting but may be able to be changed as we get closer if ZBA is cancelled.

f) * Discussion Regarding Sprinkler Systems Ordinance – Select Board

Select Chair Olsen asked Fire Chief Tupper to explain why the Sprinkler System Ordinance got so strict. Chief Tupper indicated that the sprinkler system ordinance was adopted 2 years ago for many reasons. The fire environment we experience today is much different than 15 years ago. Furnishings are all synthetic and new building construction is using oriented strand board instead of lumber. These materials create smoke gas ignition where the smoke becomes fuel to the fire. Room fires become untenable in less than 3 minutes. Water supply and manpower shortages are also causing issues in being able to put out fires. They adopted the ordinance around State code to make sure they weren't way out of line.

Fire Inspector Jones spoke about water flow issues for buildings over 4800 sf.

Chair Bruno wanted to know why outside living area, porches and attached garages are included in the square footage of the ordinance. Chief Tupper indicated that manpower and water supply were factors.

Select Olsen would like to find and read the definition of Living Area in the code. As porches and garages are not usually considered living space.

Fire Inspector John Facella spoke to the safety reasons of needing a sprinkler system. He talked about the cost of the sprinkler systems being installed in Rolling Brook and how they are \$10-15k which is only 4% of the cheapest house. He also talked about the geographical differences between Raymond and other Towns who have more lenient ordinances.

Select Bruno asked again where the ordinance defines what living area is. That definition is not in the current ordinance.

Resident John Snow spoke about building a home that is 2150 sf but is being told he needs a sprinkler system because they are adding in the basement, the garage, and the covered porches. The lowest quote he got was for \$15k. He wrote a letter to the Town and is hoping to get this changed so he can move forward and not have to spend even more money to get a CO

Chair Bruno requested a definition of living area for the next meeting.

Mr, Snow asked if there was anything he could do without waiting 6 months for a potential ordinance change. CEO Sirois indicated there was no appeal process written in the ordinance. Ordinance changes are going to the Planning Board in March

Chair Bruno indicated that at the next meeting they would have suggestions on defining living area space and an appeals process.

* Taken out of order

g) Consideration of Updating Cyber Security Policy – Sue Look, Interim Town Manager

- To allow shared accounts for law enforcement agencies
- To allow exceptions for public access PCs, etc.
- To remove 2.7.10 – Remote Vehicle Monitoring until such time as the Town decides to do this
- To remove 2.8.6 – Building Security and Alarm as this is contracted with an outside company – Need to put this back in. Interim Town Manager Look thought this was only for the building security system (currently monitored by ADT), but is also includes door locks, cameras, etc.
- Some changes to explain technical terms

Motion to allow law enforcement building access under one code with the rest of policy to be tabled and reviewed for 6 months to see what other changes need to be added or removed by Select Olsen. Seconded by Select Ray.

Unanimously approved

4) **Public Comment**

None

5) **Selectman Comment**

None

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

a) Confirm Dates for Upcoming Regular Meetings

- January 9, 2024
- February 13, 2024

b) Upcoming Holiday Closings

- Thursday, December 14 – Town Office Christmas Party, closing at noon
- Friday, December 22 – Town Office closing at 1pm for Christmas Holiday

7) **Adjournment**

Motion to adjourn at 8:13pm by Select Olsen. Seconded by Select Ray.

Unanimously approved

Respectfully submitted,

Melissa McConkey, Assessing Assistant

* Taken out of order