



SELECT BOARD Minutes

April 8, 2025

6:00pm – 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: Rolf Olsen (Chair), Teresa Sadak (Vice Chair), Samuel Gifford, Denis Morse, Derek Ray

Select Board members absent: none

Town Staff in attendance: Joseph Crocker (Interim Town Manager/Parks & Recreation Director); Melanie Fernald (Town Clerk); Brenda Fox-Howard (Finance Director); Chris Hanson (Code Enforcement Officer)

1) **Called regular meeting to order** by Chair Olsen at 6:00pm with a quorum present.

2) Minutes of previous meetings

- a) February 24, 2025 – Emergency Meeting, Executive Session Only
Motion to approve as presented by Ms. Sadak. Seconded by Mr. Ray
Unanimously approved
- b) March 3, 2025 – Emergency Meeting – Executive Session Only
Motion to approve as presented by Ms. Sadak. Seconded by Mr. Ray
Unanimously approved
- c) March 11, 2025
Motion to approve as presented by Ms. Sadak. Seconded by Mr. Gifford
Unanimously approved
- d) March 18, 2025
Motion to approve as presented by Ms. Sadak. Seconded by Mr. Morse
Unanimously approved

3) New Business

- a) Executive Session Discussion of Personnel Matters – pursuant to MRSA 1 §405 (6) (A)
Motion to enter Executive Session at 6:02pm as noted above by Ms. Sadak.
Seconded by Mr. Ray.
Unanimously approved.

Invited: Select Board, Budget-Finance Committee, Interim Town Manager, Finance Director

Motion to exit Executive Session at 7:12pm by Ms. Sadak. Seconded by Mr. Morse.

Unanimously approved

b) Discussion of Setting the Dates for Informational Hearing and Public Hearing on the Warrant Articles – Select Board

Public Hearing 5/13 at Regular Select Board Meeting

Informational meeting – Saturday, 5/31? Backup date: 5/17

Will have as many representatives from other boards as possible

Go through each warrant article and discuss and answer questions.

c) Consideration of Business & Liquor License Application – Top Shelf Catering LLC – Julie Grant & Liberty Boutin, owners

Applicants gave quick overview of their proposed plans. This will be a catering business, with no liquor service on site.

Motion to approve contingent upon completion of inspection items by Ms. Sadak. Seconded by Mr. Morse

Unanimously approved

d) Consideration of Business License Application – Griffeth Enterprise, LLC – Jacqueline & Devon Griffeth, owners

Chair Olsen asked for a quick description – commercial washers, not open to the public, only to wash linens for their rental properties. Owners are still waiting on a fire alarm company installation & inspection, we will do our inspection after that.

Motion to approve contingent on inspections by Ms. Sadak. Seconded by Mr. Ray

Unanimously approved

e) Recommendation For Comp Plan – Select Board

The Comprehensive Plan would be a Town Meeting Warrant Article; will be included pending corrections, have the corrections been made?

Peter Leavitt, Comprehensive Plan Co-Chair, clarified that corrections are to be made by Select Board.

Discussion around who might be in possession of an editable version of the Plan.

Editable version of the Plan to be obtained, changes to be made, amended copy to be taken as an agenda item at the next regular Select Board Meeting (5/13)

f) Consideration of Appointing a Health Officer – Joseph Crocker, Interim Town Manager

- Recommend appointing Joseph Bruno, Pharmacist as Health Officer

Required training, doesn't need to be a town employee, per the State of Maine Local Health Officer website

The following people spoke:

Mr. Morse

Interim Town Manager Crocker

Bob Wallace
Laurie Wallace
Chair Olsen
Ms. Sadak
Peter Leavitt
Brian Walker
Joe Bruno
Shawn McKillop
Deanna Lee
Dessiree Berry

Motion to appoint Joe Bruno by Ms. Sadak. Seconded by Mr. Gifford

Motion carries 3-1-1 (Ayes: Olsen, Sadak, Gifford; Nays: Morse; Abstain: Ray)

g) Consideration of Traffic Calming Signs – Nathan White, Public Works

Due to the weather, the Public Works Director is not available, and therefore this item will be addressed at the next meeting.

h) Discussion of Citizen Petition Regarding Short Term Rentals – Select Board

The following individuals spoke:

Katherine Plummer

Chair Olsen

Vice Chair Sadak

Nicole Keough

Peter Leavitt

Motion to allow a non-resident to speak by Ms. Sadak. Seconded by Mr. Morse.

Unanimously approved.

David Prokowiew

Mr. Ray

Mike Richmond

Code Enforcement Officer Hanson

After discussion, it was agreed to direct the Planning Board to research and formulate a possible ordinance (Land Use Planning Commission?) to address the concerns raised in this group's proposed ordinance and petition. The petition that was circulated for signatures does not have a complete ordinance attached and therefore doesn't meet the requirements necessary to include their proposed ordinance as a Town Meeting Warrant Article. This type of ordinance would be a Land Use Ordinance, and therefore would need Planning Board review, Public Hearings and all the necessary steps prior to it being an item for Town Meeting vote.

Motion to forward this item, along with the information the group gathered, to the Planning Board for proper vetting by Mr. Morse. Seconded by Mr. Gifford.

Unanimously approved

i) Consideration of Town Wide Child Safety Policy – Richard Dowe, Librarian & Joseph Crocker, Interim Manager/Parks & Recreation Director

Draft policy to help ensure the safety of children participating in events – especially for drop-in style events. This policy would be used to regulate the timing and process of contacting of a responsible adult for a child dropped off for events.

The following individuals spoke:

Joe Crocker
Ms. Sadak
Mr. Morse
Mr. Ray
Chair Olsen

Since this is a Policy, not an ordinance, the board agreed that it is appropriate to put into use, and that no motion or Select Board approval is necessary. This can be added to the policy book and can be used when training staff. If any future changes are made, it would be a good idea to bring it to the Select Board for an advisory review of the policy.

j) Discussion on Cannabis Business Regulations – Select Board, Code Enforcement

Should the Town consider sending this topic to the Planning Board to discuss the possibility of regulating the cultivation, selling, manufacturing and other uses that go along with marijuana. There is difficulty in enforcement since there may be an overlap in traditional agriculture growth and growing marijuana. Odor is the biggest complaint. Allowing medical growth is separate from allowing adult use/recreational stores.

The following individuals spoke:

CEO Hanson
Chair Olsen
Ms. Sadak
Mr. Morse
Dessiree Berry
Shawn McKillop
Jennifer Danzig

Consensus of the Board was to request that the Planning Board to hold a workshop to begin the process of formulating a possible ordinance to adequately address the needs and concerns of all involved.

4) Public Comment

Chair Olsen opened the floor for Public Comment; the following individuals spoke:

Grace Leavitt
Peter Leavitt

5) Selectman Comment

Chair Olsen opened the floor for Select Board Comment; the following members spoke:
Mr. Morse

6) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- May 13th, 2025 – Select Board Meeting and Public Hearing
- June meeting date? – Tuesday, June 17? To Be Determined

- b) Upcoming Holiday Closings – none in the immediate future that fall on days that would impact Town Office hours.

7) Adjournment

Motion to adjourn at 9:43pm by Ms. Sadak. Seconded by Mr. Ray
Unanimously approved