

Town of Raymond  
401 Webbs Mills Road  
Raymond, Maine 04071

BOARD OF SELECTMEN  
MINUTES  
Tuesday, June 27, 2006  
\* Amended July 11, 2006

(NOTE: The “?” indicate the town clerk not being able to hear the motions clearly on the video tape. This because the recording computer failed.)

Selectmen present: Mark Gendron, Chairman; Dana Desjardins; Mike Reynolds; and Joe Bruno.

Selectmen absent: Lonnie Taylor

Staff present: Don Willard, Town Manager; Jack Cooper, Code Enforcement Officer.

Others present: Bill Shively, Bradford Post

1)Call to order. Mark Gendron called the meeting to order at 7:00 pm at the Town Office.

2)Minutes of previous meeting dated June 6, 2006.

MOTION: Joe Bruno motioned to approve the minutes as written. Seconded by Mike Reynolds.

Correction: Mr. Gendron noted that on page 1,3a, the second for the nomination of Mike Reynolds for vice chair was Lonnie Taylor.

VOTE: Unanimous 4-0 as corrected.

3)New business.

a)Consideration of abatements – Contract Assessor Michael O'Donnell, O'Donnell & Associates

DISCUSSION: Mr. Willard announced that Mike O'Donnell could not attend this meeting because he was attending abatement hearings. Mr. Willard presented the list of abatements which Mr. O'Donnell would like approved.

May 14, Lot 9B for \$486.39  
Map 52, Lot 50B for \$111.60  
Map 53, Lot 19 for \$15,982.98  
Map 8, Lot 55 TBA  
Map 3, Lot 16A TBA  
Map 3, Lot 16B TBA  
Map 3, Lot 16C TBA

Map 3, Lot 16D TBA  
Map 3, Lot 40 for \$600.78  
Map 63, Lot 3 for \$352.47  
Map 54, Lot 21 TBA  
Map 54, Lot 20 TBA  
Map 11, Lot 41F for \$93.00  
Map 12, Lot 77 denial

Map 14, Lot 29 for \$120.90  
Map 14, Lot 34 for \$593.34  
Map 18, Lot 18C for \$1,470.33  
Map 18, Lot 34 for \$90.21  
Map 44, Lot 17A for \$50.22  
Map 52, Lot 50-101-a for \$111.60  
Map 54, Lot 48 for \$167.40  
Map 60, Lot 9 for \$42.78

Map 67, Lot 35 for TBA  
Map 69, Lot 38 for \$147.87  
Map 26, Lot 1 for \$2,924.85  
Map 19, Lot 31 for \$770.97  
Map 26, Lot 33 for \$170.19  
Map 15, Lot 57 for \$571.02  
Map 28, Lot 10 for \$1,131.81

MOTION: Mike Reynolds motioned to approve the submitted list of abatements. Seconded by Joe Bruno.

DISCUSSION: Mr. Bruno asked if someone was denied their abatement do they then appeal to the Board of Assessment Review if they wish. Mr. Reynolds replied yes. Mr. Gendron noted that the assessing office was quite behind in processing the abatements when Mr. O'Donnell took over, and those applicants have been notified of a new date to expect their hearing. Mr. Desjardins asked about Jordan Bay Place as being exempt. Mr. Willard said Jordan Bay Place paid \$5,000 as originally agreed but Mr. Willard has suggested to them that they might be increased. However, Mr. O'Donnell felt they were exempt. Mr. Desjardins didn't feel that they were exempt. Mr. Willard said that Mr. O'Donnell feels they are and that was the original arrangement previous to Ms. Simpson's tenure as assessor. Mr. Gendron said that he would ask Mr. O'Donnell to explain why Jordan Bay Place is exempt. Mr. Desjardins believed they were a for profit business. Mr. Willard felt they are a 501c3 but operate for profit.

VOTE: Unanimous 4-0

b) Approval of revised town fee schedule - Louise Lester, Town Clerk

DISCUSSION: Mrs. Lester reported that the fee additions were from the Dog Ordinance approved at the 2006 Annual Town Meeting after the 2006 Fee Schedule was approved. The Selectmen felt that there should be an added fee for transportation of animals to shelters or veterinarians of \$25.00.

Mr. Cooper explained that the Code Enforcement Office fee addition was for the reinspection of i.e. septic sites or occupancy permits. At the present time there is no fee if they have to travel to a site a second time for inspections.

NOTE: This memo also included a \$35.00 fee for regular liquor license applications and a \$10.00 fee for temporary liquor license applications.

MOTION: \*Dana Desjardins motioned to approve the recommendation of the Town Clerk and Code Enforcement Officer. Seconded by Joe Bruno.

VOTE: Unanimous 4-0

c) Samuel Gifford appointment to CPIC - Louise Lester, Town Clerk

NOTE: Mrs. Lester reported that Mr. Gifford had withdrawn his name.

d) Request for “Letter of No Objection” from Bradford Post, General Contractor on behalf of Dorothy Cotton – Jack Cooper, CEO.

DISCUSSION: Mr. Cooper said that this request was because with the remodeling, the cottage was moved back from the lake and a survey found the new septic to be encroaching on the town’s road right of way. He said that the encroachment was not the septic system but the fill around the system and that still allowed about 25 feet to the roadway. He had no objection saying that many cottages/houses in Raymond have the same condition because of the small lots. He added that the abutters had no objection.

MOTION: \*Mike Reynolds motioned to approve the recommendation of the Code Enforcement Officer. Seconded by Joe Bruno.

VOTE: Unanimous 4-0

NOTE: Mr. Willard said that he would provide a Letter of No Objection on town letterhead.

e) Certificate of Appreciation for Lori Rand, Director, Raymond Mentoring Program.

DISCUSSION: Mr. Gendron and Mr. Reynolds presented Mrs. Rand with a certificate of recognition. Mrs. Rand then explained that she had enjoyed the last five years and said that the current director was Christina LaMarr who is taking the program into an expanded area of prevention education for the students, parents and staff besides the regular mentoring program. Some of this was enabled by grants.

4)Old (unfinished) business.

a)2006-2007 Board of Selectmen appointments.

DISCUSSION: Mr. Willard noted the list of vacancies which included the Cemetery Committee, Tassel Top Board of Directors, and Library. He added that it would be permissible for the Selectmen to appoint someone other than a Selectman. Mr. Gendron said that Mrs. McDermott was not interested in continuing with the Cemetery Committee but he would speak with her further about the Library. Mr. Bruno declined appointments. Mr. Desjardins said that he would represent the Selectmen on the Tassel Top Board. Mr. Reynolds announced that he had been appointed by the GPCOG Board of Directors to the GPCOG steering committee which has five members. He asked for anyone to contact him if they had any issues for the Steering Committee.

Mr. Willard announced that Tony Plante, Town Manager of Windham, would not be seeking reelection for the MMA Legislative Policy Committee. He said that Joe Bruno would be interested in running and that he had asked Casco to nominate him as well. Mr. Gendron was pleased that Mr. Bruno was interested and felt that having him on that Committee would be most beneficial to Raymond and this area.

MOTION: Mike Reynolds motioned to nominate Joe Bruno as a member to the MMA Legislative Policy Committee. Seconded by Dana Desjardins.  
VOTE: Unanimous 4-0

b)Consideration of One Raymond Committee recommendations: GIS Needs Assessment, Mark Gendron, Co-Chair.

DISCUSSION: Mr. Willard reported that they had a proposal from Jim Thomas which was well under the budget of \$20,000. He said it would be in the \$10,000 to \$15,000 range depending on what services the Selectmen asked him to do. He didn't feel that Mr. Thomas needed to have hours in Raymond but would do most of the work from his own office. He added that some of the products needed by Raymond would be new tax maps and the public works and public safety work which would be numbers 1, 2, 3, and some of item 4 of his proposal. Mr. Reynolds asked about the fee for services relative to travel. Mr. Willard said Mr. Thomas plans to work from his office and he will be working with Kevin Woodbrey and department heads. Mr. Reynolds had question about the budget because it was so much lower than what we were supporting in the past. Mr. Willard felt Mr. Thomas knew what his requirements were because this is his business and he knows what is needed for time. There was discussion about the increase of lots from new subdivisions and the possibility of initiating impact fees. Mr. Gendron felt that the One Raymond Committee could discuss this item. Mr. Desjardins noted that almost all new surveys are done digitally and felt that Raymond could ask the surveyors to provide them to Raymond digitally which hopefully would meld with our GIS system. Mr. Willard added that the only problem would be to have the data merge well. Mr. Bruno questioned the item #4 which was a set fee of \$4,000. Mr. Willard felt the work would be under \$10,000. Mr. Reynolds asked from which year's budget this expense would be taken. Mr. Willard explained that this year's GIS budget was experimental in order to plan for outsourcing the service for the years to come. He said he would minimize Item #4 to zero if possible. He added that Mr. Thomas would be submitting quarterly reports of work done.

MOTION: Joe Bruno motioned to approve the GIS budget. Seconded by \*Mike Reynolds

VOTE: Unanimous 4-0

DISCUSSION: Mr. Gendron continued that the technology salaries were a compilation of what had been budgeted by Mr. Willard. He added that after Mrs. Trepanier left, the GIS was taken over by Kevin Woodbrey. This new arrangement will leave a balance in the budget of about \$440.00. There would be a pay level of \$60,000 for Mr. Woodbrey from a shift of the available salary line with the change in responsibility to Mr. Woodbrey. He added that this salary was still below the market rate and without benefits. Mr. Woodbrey would be working on networking the GIS information, and the technical work or data entry would be Mr. Thomas. He added that a needs assessment is being worked on for technology and referenced the Selectmen's Minutes from March 21, 2006 indicating a salary of \$60,000 for 32 hours/week. Mr. Willard announced that he would be working a 40-hour week for the \$60,000. Mr. Gendron felt uncomfortable with creating this full time position so soon after town meeting but felt that it was necessary and the funding was available because of the job

redistribution. Mr. Bruno concurred that the business market for this position would be at least 25% more. However, he wanted to know what the town needed and to stay within the budget. He had concern about enlarging the department with more personnel over time. Mr. Gendron felt that it would be a “no frills” department. Mr. Bruno noted that Raymond was very fortunate to have Mr. Woodbrey because he can and does it all. Mr. Desjardins wanted to be sure that there is enough work to support that level of expenditure. Mr. Willard announced that Mr. Woodbrey would now be paid for hours worked which he had donated in the past. Mr. Bruno noted that the funding was there for GIS before the staff changes. Mr. Reynolds concurred with maximizing the current staff and resources. Mr. Gendron felt that with Mr. Woodbrey working 40 hours, the town would now know exactly what we get for tech services excluding his volunteer time. Mr. Desjardins also wanted to know his hours paid for by the town which were actually for the schools. Mr. Bruno agreed because he felt the schools had their own tech person. Mr. Desjardins added that Mr. Woodbrey also worked on the installation of the school’s security cameras. Mr. Reynolds felt that the town truly benefits from Mr. Woodbrey’s great service to keep the town operating. Mr. Bruno concurred but said that they needed to know what those services are so that they can inform the taxpayer. Mr. Willard added that they need the assessment for the next budget deliberation for 2007-2008. Mr. Gendron felt that one from John Hanley, Communications Director, was necessary too. Mr. Reynolds reiterated the value of our equipment which was procured from state surplus or donations which wouldn’t have been possible without Mr. Woodbrey’s expertise.

MOTION: Joe Bruno motioned to approve the recommendation of the Town Manager. Seconded by Mike Reynolds.

VOTE: Unanimous 4-0

c)Entitlement County Proposal, Community Development Block Program – Approval of Cumberland County Community Development Block Grant and Home Program Cooperation Agreement

DISCUSSION: Mr. Willard recommended approval of this agreement.

MOTION: Mike Reynolds motioned to approve this agreement. Seconded by Dana Desjardins.

VOTE: Unanimous 4-0

##### 5)Town Manager Report and Communications.

###### a.Kyle Woodbrey, Eagle Scout Project

Mr. Willard explained that the technology for the “white paper” digital sign was not available yet. He said they could use the LED technology of red on black but the Selectmen in the past decided that wouldn’t fit into the village atmosphere. The plan was to install a lighted background and use the manual lettering until the “white paper” technology is available. He noted that the Public Safety Building sign was already wired for this change. He recommended approval of this project. Mr. Desjardins asked about the change of the logo on the plan. Mr. Willard felt it was attractive. He added that the funding for the sign was from contributions.

MOTION: Mike Reynolds motioned to approve the Eagle Scout Project of Kyle Woodbrey. Seconded by Dana Desjardins.  
VOTE: Unanimous 4-0

6)Fiscal Warrants – Payroll and Appropriation Warrants – June 27, 2006.

MOTION: Mike Reynolds motioned to approve the payroll warrant in the amount of \$79,059.30. Seconded by Joe Bruno.  
VOTE: Unanimous 4-0

MOTION: Mike Reynolds motioned to approve the treasurer's warrant for June 20, 2006 in the amount of \$112,181.75 and the treasurer's warrant for June 27, 2006 in the amount of \$65,899.07. Seconded by Joe Bruno.  
VOTE: Unanimous 4-0

7)Adjournment.

MOTION: Mike Reynolds motioned to adjourn. Seconded by Joe Bruno  
VOTE: Unanimous 4-0

ADJOURNMENT: Mark Gendron adjourned the meeting at 8:45 pm.

Louise H. Lester  
Town Clerk