

**BOARD OF SELECTMEN
MINUTES
Tuesday, September 5, 2006**

Attendance: Mark Gendron, Chairman; Dana Desjardins; Mike Reynolds, Joe Bruno, and Lonnie Taylor.

Selectmen absent: None

Staff attendance: Don Willard, Town Manager; Bob Metz, Chairman Tassel Top Board of Directors; Mike O'Donnell, assessor; Kevin Woodbrey, Technology Director; Denis Morse, Fire Chief; Bruce Tupper, Asst. Fire Chief; Cathy Gosselin, Rescue.

Others: Heidi McVane, Lake Region Suburban News; Jean Carter; Pete Klepsig & Mike Schwartz, past Tassel Top Rangers; Mike McClellan, Director of the Greater Bridgton Lakes Region Chamber of Commerce; Bill Holmes, Director Cumberland County Communications; Robert Lefebvre, CCC Board; and others.

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 August 15, 2006.

MOTION: Mike Reynolds motioned to table until the next meeting. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

3) New business.

a. Certificates of Recognition – Former Tassel Top Head Rangers Peter Klepsig and Michael Schwartz.

DISCUSSION: Mark Gendron and Bob Metz awarded a certificate of recognition to Pete Klepsig saying that with his help the park is now handicapped accessible with two beach wheelchairs. The park has also been improved with remodeled building interiors, a snack shack, and picnic areas. Mr. Klepsig worked for five years and during that time the park paid back the money borrowed from the town for their startup finances. We have also initiated computer bookkeeping and record management.

Mark Gendron and Bob Metz awarded a certificate to Mike Schwartz who also helped at Tassel Top which included initiating the program of a Tassel Top pass for honor student(s).

b. Quit claim deed and municipal release - George Brown Jr. property (Map 42, Lot 57) Donna Lovely, Tax Collector.

DISCUSSION: Willard said that all taxes and penalties have been paid.

MOTION: Dana Desjardins motioned to approve. Lonnie Taylor seconded.

VOTE: Unanimous 5-0

c. Consideration of resignation from Lake Region Development Council (LRDC) Board of Directors – Chris VanHaasteren.

DISCUSSION: Mr. McClellan explained that he now was Director of the LRDC and continues to be the Director of the Greater Bridgton Lakes Region Chamber of Commerce. He gave the Selectmen information on the LRDC. Mr. McClellan noted that the LRDC is now independent of the Western Maine group. Their intent is to have a representative from Raymond to help them work on economic development. The LRDC has some very enthusiastic people on their board and will be looking for a collaborative relationship with Greater Portland Chamber Of Governments. They are working on a zoning map for the area. This year the LRDC has been working with Naples on the bridge project, and the Blues Festival which was very successful. Mr. Gendron said that funding was not forthcoming from Raymond because of the tentative existence of the LRDC which included there being no request from the organization for funding. Mr. McClellan said that they would like Raymond involved whether there is funding or not. Mr. Willard suggested that besides the current transportation focus, economic development was very important. Mr. McClellan said that he would provide more information and the mission statement for the LRDC. Mr. Willard felt they could advertise for this position with the LRDC. Mr. Desjardins suggested advertising in the weekly paper(s) as well.

MOTION: Mike Reynolds motioned to accept the resignation from Mr. VanHaasteren. Seconded by Dana Desjardins.

VOTE: Unanimous 5-0

d.Presentation on Cumberland County Communications Center Services (CCRCC) – Communications Director William Holmes.

DISCUSSION: Mr. Gendron said that Chief Morse has been looking at other options for dispatch with other towns. Selectmen Gendron and Desjardins and Technology Director Woodbrey visited the Cumberland County Regional Communications Center. Mr. Holmes introduced members of their board of directors and management of the facility saying that this meeting was for information gathering only. He said that the projected date for activation of the new facility would be Dec 1st. The facility was being built to hold 20 communications officers, beginning with ten in December. They will increase to 20 if other towns wish to join the program. He noted that this meeting was not a sales pitch, but they were here for information only and that whether a town joins them or not they will be cooperating with those town's services. Coverage will be with 3 to 5 dispatchers on duty so that there is the ability to have overlap of shifts. Their dispatchers will have 12 weeks of on the job training unless the field trainer feels they don't need it. The dispatchers will get a week of training at the State Police Academy to get their certification. They are planning training for emergency medical dispatching as well as other specific training. He said that their service would include all aspects of emergency communications. They will continue to be a PSAP dispatch where the call will be forwarded to the community's dispatch. Mr. Holmes said there were currently 5 state recognized PSAP offices. CCRCC services 16 of 27 communities in Cumberland County. Their board of directors has members from each of the towns they serve as well as the County and police department. The service is currently priced at \$5.01 per capita. If there were an increase, the town would be notified a year in advance and this would be decided by the CCRCC Board of Directors. Their services will include the MDS Citywatch Service which will send out a rapid notification to each town about things like escaped criminals, hazardous waste spills etc. They also will have a school educational program.

Donald Durrah, technology supervisor, described the technology they will be using. Mr. Holmes said that their system would allow any and all dispatchers to help on

a single call if necessary, rather than requiring one dispatcher to try to handle everything for a call. They have been very successful for grants because they are a regional facility. They do not provide secretarial service to write reports, no walk-up window or burn permit distribution. There are extra services which they don't include but could support for an additional cost to the town. Mr. Willard asked how the cost number was derived. Mr. Holmes said it was from a study done by Kimball's. Mr. Willard questioned the Kimball study which approached their work with only one scenario which was to build their facility in Windham. Mr. Holmes concurred that Kimball didn't look at the option to possibly join in Raymond. He added that the original idea was to have a 3,000 sq ft facility, but through the Kimball study it was decided to build a 6,600 sq ft building. The chairman of the County Board said that there were several options discussed, but the Board decided to build the facility in Windham above the EMA bunker. They decided it was not good to separate the EMA center and the Emergency Communications Center. Mr. Holmes said that the Kimball group and he visited each of the 27 towns. Mr. Gendron asked about cost controls, the cost of the reverse 911 program after the grant runs out, the cost of dispatching for public works, and will this be independent of the Cumberland County Sheriff's Department. Mr. Bruno asked if they are running in the black. Mr. Holmes said that they were slightly in the red because of overtime expense. Mr. Bruno asked how much? Mr. Holmes answered around \$15,000. Mr. Bruno asked if they would assess a fee for the overage to every member town? Mr. Holmes was not aware of a plan for this. He said it is not assessed back to the towns, but taken from their overall budget in other accounts. Mr. Holmes said that he has asked for two extra employees to alleviate overtime. Mr. Bruno was skeptical that when a town joins them and disbands their own program, the price will be increased. Mr. Bruno asked about the local jobs which would be lost if a town joined them. Mr. Reynolds said that he had a problem that the county doesn't have to abide by LD1, but the town must pay their share to the county first and then the rest of their budget. Mr. Gendron added that Raymond is already paying for some of their service through our county tax without choice. Mr. Holmes said that if a town from outside Cumberland County wanted to join they would pay more per capita. Mr. Holmes said that the per capita cost hasn't changed in two years, and they don't anticipate a change, but there would also be a one-year warning to any increase. The recommendation for pricing would come from the CCRCC Board of Directors where each town has a seat. He continued that the Citywatch has worked very well, and they are planning to apply for another grant, but if not it would be in the county budget. The Board of Directors felt that public works was an extension of the emergency service and that would be included in the \$20,000 contract price. He believed that communications would always be a stand-alone entity and not be under the Sheriff's Department. Mr. Holmes said that the town's emotional status for the move to consolidation was a concern but that those that have made the change have been very happy with the service. He believed that every town which has made the change is glad that they did so. Mr. Willard asked how many of the Gorham dispatchers were absorbed. Mr. Holmes said that at that time they hired five of the six dispatchers full time and one part-time. Mr. Willard asked why Gorham had two people on their Board. Mr. Holmes replied that they had one board member and the other was representing the commissioner's district. Mr. Willard felt that this was unequal representation. Mr. Holmes said that our population would require a .5 employee increase, but they would keep all our dispatchers on a hiring list for vacancies. Mr. Holmes said that the pay would be \$14.85 for fire/police dispatching. Mr. Bruno asked whether the contract was negotiable. Mr. Holmes felt they needed to be consistent with all their contracts for each town. Mr. Bruno wanted to know what to expect for increases so that a comparison could

be studied into the future. Mr. Willard asked about the quality of the fire/rescue dispatching since their list of educational choices for the dispatchers has fire/rescue as an option only. Mr. Holmes assured them that fire/rescue was a part of the 12-week initial training. He also said that their attitude was that police and fire/rescue were equal in importance. Mr. Lefebvre said that initially he was against Gorham going with County. He said that they run just under 3,000 annually, and he has been very happy with their service. He felt that any dispatch could make mistakes because you have the human factor involved. He didn't feel that this was a great problem with the County service. He also said that they were willing to look at a problem and correct it. Gorham's Police Chief Shepherd said that he was initially very skeptical, but felt that it was a good solution to the dispatch service. He felt they were willing to make it work. The only change he has made since going with County was that he couldn't walk from his office to the dispatch office, but has to audit it through his radio. Chief Morse asked him why his police department is the only one with Cumberland dispatch. He felt it was because the others just don't want to give up their local dispatch. Mr. Gendron said that Raymond would be looking at all options. Mr. Desjardins felt that the County is committed to work for the community and keep their technology high scale and easily expanded with need. He encouraged anyone to visit the building and see what our county tax dollars have built. Mr. Gendron felt that since it was being paid for through the county tax base we're already paying for it in part. He felt the staff was competent, but we are concerned about the cost in the future. Chief Lefebvre noted that the Gorham dispatch personnel were only guarantee a dispatch job if they could pass the usual and customary training, testing, and scans. He added that the Board is open for any suggestions and that their meetings are open to the public. He also noted that the Cumberland County Sheriff's Department, which covers Raymond, is dispatched from this facility as well as being our PSAP. Raymond's Chief Morse asked how many towns have them bill for them? Mr. Holmes said that they have not been asked so far. Chief Morse asked who has been invited to look at the facility. Mr. Holmes said that they have talked with all 27 towns in Cumberland County and discussed it with them. Chief Morse asked about the state agency participation. Mr. Holmes replied one state agency, but they haven't made a direct request. Chief Morse asked how much of the county tax supported this service. He said that they were interested in talking about all probabilities, but he had a great concern in what it will cost. He said that he was very impressed in what they had accomplished. Mr. Holmes said that they were willing to work with Raymond in any capacity of their service. He said that they don't get any funds from the state, but they have received equipment i.e. Verizon. He added that all personnel must be certified who work at a PSAP. Mr. Gendron noted that in the Kimball Report there would be a \$3,000,000 shortfall in the state PSAP budget. Chief Morse asked that the Board consider Raymond or Naples as their backup facility because the infrastructure is in place. Chief Morse noted that it was inevitable that communities combine their services for savings. Mr. Holmes said that he has asked the Board to put a backup facility on their agenda for discussion. Mr. Gendron thanked the visitors for coming to this meeting. He asked how a citizen could contact him. Mr. Holmes replied his email was holmes@cumberlandcounty.com and phone 893-2810.

Chief Morse asked for further discussion about this. Chief Morse said that they had looked at regionalization. The Planning Board was resistant to allowing an antenna extension of 30 feet on the tower at the town office because they didn't have some engineering information. The cost of an engineering study would begin at \$2,500. The tower company feels that it is suitable for extension and wouldn't have a problem with 30 more feet. Maine Radio would re-guy wire the tower within the \$2,500 quote. There is a

possibility of using the WGME tower at \$600 per month plus our equipment, or we could use the Gray tower. Either way we need to have a taller tower if we're going to Cumberland County also. Mr. Bruno felt that the best scenario would be to go to WGME. Mr. Woodbrey said that he was very impressed with their IT representative and his willingness to work with Raymond. He felt they were doing it right.

e. Consideration of abatements – Contract Assessor Michael O'Donnell, O'Donnell & Associates.

DISCUSSION: Mr. O'Donnell said his goal was to have all abatements finished before the tax commitment for 2006-2007. This abatement process was for differential changes of over 10% value, however, changes to these accounts under a 10% change might be included in the next tax year assessment. He said that he has not spoken with every owner who has applied for an abatement because if the change was a straightforward abatement he didn't feel that discussion was necessary. If there was any question, a call was made to the taxpayer. In every case a letter was sent to the taxpayer. Mr. Bruno asked how many more abatements? Mr. O'Donnell replied just over 60 known at this point. He wanted to be done in about three weeks, but he recommended processing these abatements even if the tax bills don't go out a full 30 days prior to the due date. He felt it was imperative that people are worked with and communications are open. Mr. Gendron said that since O'Donnell's came in last spring it was found that assessing work was not complete, and O'Donnell's has worked very hard to bring everything up to date. Mr. Reynolds asked how much we have left in the reserve. Mr. O'Donnell said he didn't have that information at this point, but the auditor said that the abatements would be coming from this year's overlay. He didn't feel that it was a great problem. Mr. Willard asked what the total valuation would be. Mr. O'Donnell said we wouldn't know that until the very end of the process. Mr. Reynolds asked about the reserve for the cost of the assessing. Mr. Willard felt it was within the budget. Mr. Willard felt that after all is finished we would probably have to cover any balance with undesignated surplus.

| Part #1 | | Part #2 | |
|------------------|------------|---------------------|------------|
| Map 1, Lot 13 | \$1,777.23 | Map 1, Lot 14 | \$2,001.36 |
| Map 10, Lot 19 | \$ 869.55 | Map 4, Lot 17 | \$2,570.52 |
| Map 14, Lot 32 | \$ 194.37 | Map 4, Lot 38 | denied |
| Map 16, Lot 33 | \$4,295.67 | Map 10, Lot 71 | \$ 226.92 |
| Map 16, Lot 54 | denied | Map 52, Lot 50-108B | \$ 111.60 |
| Map 16, Lot 56 | \$ 840.72 | Map 52, Lot 79 | \$ 550.56 |
| Map 17, Lot 57A | \$ 334.80 | Map 52, Lot 91 | \$ 564.51 |
| Map 18, Lot 11-4 | \$ 120.90 | Map 60, Lot 15 | \$ 349.68 |
| Map 30, Lot 48 | denied | Map 65, Lot 8 | \$2,621.67 |
| Map 45, Lot 2 | \$ 797.01 | Map 67, Lot 46 | \$2,085.99 |
| Map 46, Lot 17 | \$ 352.47 | Map 68, Lot 10 | \$ 984.87 |
| Map 61, Lot 32 | denied | Map 68, Lot 11 | \$2,444.04 |
| Map 61, Lot 33 | denied | Map 68, Lot 37 | denied |
| Map 64, Lot 28 | \$1,054.62 | Map 68, Lot 39 | \$ 128.34 |
| | | Map 78, Lot 51 | \$ 398.00 |

MOTION: Mike Reynolds motioned to accept 29 abatements in the two parts submitted.
 Seconded by Joe Bruno.
 VOTE: Unanimous 5-0

f. One Raymond Committee Update – Mark Gendron and Dana Desjardins, Co-Chairs.
DISCUSSION: Mr. Desjardins announced that the next meeting would be September 12th at Jordan Small Middle School cafeteria beginning at 6:30 pm. He encouraged the public to attend. Mr. Willard had information from Clark Insurance but they wanted to split the coverage between school and town. He will provide Sandra Caldwell, superintendent, with the information. He would also give information about payroll to Mrs. Caldwell. Mr. Willard announced that the new MMA representative for Raymond is Joe Bruno. The meeting will discuss the Town Office needs assessment i.e. using the school or another site. Mr. Gendron said this was a precursor to the Building Committee's work. Mr. Desjardins said that the contract for services might be combined.

4) Old (unfinished business).

a. None

5) Town Manger Report and Communications

a. Mr. Willard reported that the Tax Acquired Property list would be updated.

b. Mr. Willard announced that he would return from the ICMA meeting next Thursday.

6) Fiscal Warrants – Payroll and Appropriation Warrants – September 5, 2006.

MOTION: Lonnie Taylor motioned to approve the Payroll Warrant in the amount of \$78,567.28. Seconded by Mike Reynolds.

VOTE: Unanimous 5-0

MOTION: Lonnie Taylor motioned to approve the Treasurer's Warrant in the amount of \$97,979.09. Seconded by Dana Desjardins.

VOTE: Unanimous 5-0

7) Adjournment.

MOTION: Mike Reynolds motioned to adjourn. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

ADJOURNMENT: Mark Gendron adjourned the meeting at 9:37 pm.

Louise H. Lester
Town Clerk