



**BOARD OF SELECTMEN
Minutes**

July 20, 2021

6:30pm – Regular Meeting

At Broadcast Studio
423 Webbs Mills Rd

Resolution: We, the Raymond Board of Selectmen, 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, Joe Bruno, Teresa Sadak, Samuel Gifford, Lawrence Taylor

Select Board members absent: none

Town Staff in attendance:

Don Willard – Town Manager
Alex Sirois – Code Enforcement Officer
Wayne Jones – Fire Inspector
Joe Crocker – Parks & Rec Director
Alex Aponte – Finance Director
Nathan White – Public Works Director
Cathy Gosselin – Dep Fire Chief
Sue Look – Town Clerk

1) **Called to order** at 6:30pm by Chair Sadak

2) **Minutes of previous meetings**

a) June 15, 2021

Motion to approve as presented by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved

b) June 30, 2021 (Emergency Meeting)

Motion to approve as presented by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved

3) Public Hearing

- a) Request for a New Business License – Sebago Outfitters – Leah Drinkwater, owner
- b) Request for a New Business License – The Bibliophile Bookshop & Coffeeshouse – Jessica Thompson-McCombs, owner
- c) Request for a Special Amusement Permit – Café Sebago – Kyle Bancroft, owner

Motion to open public hearing for Café Sebago and table the business license applications for Sebago Outfitters and Bibliophile Bookshop & Coffeeshouse until July 30, 2021 at 10am by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved

Mr Bancroft – I am looking to have various live acts and karaoke going forward. We keep 2 doormen most nights and 3 on Saturday. I have not seen the capacity limit from the Fire Marshall. I try to keep track of the people coming in and out.

Fire Inspector Jones – The original occupant load for Café Sebago is 48 inside the building. The outside enclosed area would have its own capacity. The Special Amusement Permit expires with the Liquor License. Café Sebago's Liquor License expires next month and Mr Bancroft will need to reapply for the Special Amusement Permit then.

Motion to close public hearing by Selectman . Seconded by Selectman .

Unanimously approved

Took 1st executive session out of order at this point in the meeting.

4) New Business

- a) Consideration of a New Business License – Sebago Outfitters – Leah Drinkwater, owner
- b) Consideration of a New Business License – The Bibliophile Bookshop & Coffeeshouse – Jessica Thompson-McCombs, owner

Motion to table the New Business License considerations for Sebago Outfitters and The Bibliophile Bookshop & Coffeeshouse by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved

- c) Consideration of a Special Amusement Permit – Café Sebago – Kyle Bancroft, owner

Motion to approve by Selectman Olsen. Seconded by Selectman Taylor.

Selectman Bruno let Mr Bancroft know that the Select Board is aware that he was having Special Amusements without a permit and that he had problems with his email. The Select Board appreciates that once he received the letter that he was in violation he stopped. The violations can be \$500 each. We are trying to work with you and we want you to succeed so we are not going to fine you. We do want you to get control of your area. The capacity needs to be enforced and the Select Board has received complaints of intoxicated persons outside the building. These need to be addressed

in light of the Liquor License coming up next month. Staff needs to be trained to watch for over-indulgence.

Mr Bancroft said that he does not drink in his own establishment and is cognizant of what is going on, even giving patrons rides home so they will not drive when needed. We want to have fun and make sure we are operating as we should.

Unanimously approved

- d) Consideration of Applications for RSU #14 Board of Directors Vacancy – Sue Look, Town Clerk

Chair Sadak stated that the Town of Raymond was very sad at the passing of Jani Cummings, she will be missed.

Char Jewell, Susan Accardi, and Mike McClellan were present and spoke on why they would be best to fill the vacancy. Sarah Davis and Madeline Redmond were not available to attend and Chair Sadak read letters from them.

Peter Leavitt commented that there is no Raymond, nor Windham School Board, only the RSU #14 Board. Members should represent all of the students.

The Select Board agreed that there are a lot of good applicants, and the decision is difficult. Thank you to each who applied. There are other opportunities to serve in Raymond.

Motion to appoint Char Jewell to the RSU #14 Board of Directors by Selectman Taylor.

No second.

Motion to appoint Mike McClellan by Selectman Bruno. Seconded by Selectman Gifford.

Voted 4-1, motion passed

- e) Consideration of Applications for Recycling Committee – Sue Look, Town Clerk

Selectman Olsen will be the Select Board representative to the committee. Town Manager Willard and Public Works Director White will be ex officio. Selectman Olsen will send out an email for the 1st meeting.

Motion to appoint Jessica Fay, Grace Leavitt, Cathy Gosselin, and Susan Accardi by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved

- f) Comprehensive Plan Update Discussion – Teresa Sadak, Select Board Chair

Select Board discussed forming a Comprehensive Plan Committee. This will not be a quick thing; it is a very methodical process. There is no longer a State Planning Office, and we will need to see what resources there are from the State or MMA. It will require a lot of hands. We will advertise for volunteers and see what the response is by September. There will need to be an appropriation of funds which means the next Town Meeting.

Mr Leavitt gave his views regarding use and history of the current Comprehensive Plan.

- g) Consideration of Ordinance Change to Allow Recreational Marijuana – Shawn Broody, CEO of B&B Cultivation

Mr Broody wants to open a recreational store next to his medicinal store and is looking for “pre-approval” from the Select Board. The Town would need to opt in to allow recreational marijuana sales via ordinance. The process would be to ask the Planning Board to recommend an ordinance, there would be public hearings, and if the Select Board approved the warrant article it would be voted by the Town of Raymond at the next Annual Town Meeting which will probably be scheduled for June 7, 2022.

Mr Leavitt gave his opinion pertaining to market forces.

Motion to send retail recreational marijuana to the Planning Board to write ordinances by Selectman Bruno. Seconded by Selectman Taylor.

There was discussion about whether or not to send some of our expectations to the Planning Board, how many stores, what zones, whether we allow retail recreational, cultivation, etc. Consensus was not to; instead have input after the Planning Board drafts the proposed ordinance.

Voted 3-2, motion passed

- h) Update on Automill Recycler’s License Stipulations – Alex Sirois, CEO

CEO Sirois – It was found that Automill requested to have up to 20 vehicles total on their application that was approved in 2019. Today they have about 40 vehicles. The Select Board instructed CEO Sirois to issue a written notice of violation and hand deliver 1 copy. The Select Board would prefer to keep the business going and have them be in compliance and not have to pull their business license.

- i) Update on Shaker Wood’s Progress – Alex Sirois, CEO

CEO Sirois – I met with Jarrod a couple of weeks ago. He has been cleaning the yard in between working. He did make good progress on the inside. Cathy Gosselin – Health Officer, Wayne Jones – Fire Inspector and I will go in another couple of weeks to see what progress has been made. The order gave him to October to clean up the junkyard. Next update at the August Select Board meeting.

- j) Consideration of Carry Forward Accounts – Nathan White, Public Works Director; Alex Aponte, Finance Director

Public Works Director White – We had a light winter and I have \$161,000 left in my account and would like to carry forward \$100,000.

Motion to carry forward \$100,000 by Selectman Bruno. Second by Selectman Olsen.

Unanimously approved

k) Update on the American Rescue Plan and the Proposed Projects – Cathy Gosselin, Project Manager

Deputy Chief Gosselin – We will be eligible for just under \$500,000 from the Federal Government and some money from Cumberland County (who has about \$770,000 to disburse to the Towns). The Feds wrote that the money was supposed to be to the States by May and then they would get it out to the communities. The monies need to be spent by December 2026. We have not as yet received our share of the Federal monies. Eligible categories are infrastructure, water, sewage, high-speed internet, aid to impacted industries (tourism, travel, etc), help for small community businesses, premium pay for essential workers during pandemic. We looked at broadband, but we already exceed what the grant allows. Joe Crocker, Nathan White and I are heading the facilities team. We are looking at upgrading the Town's recreational facilities (with an emphasis on the water and sewer needs) under the area of travel and tourism.

1. We are looking for Select Board approval to move forward. We are proposing to build a new snack shack at Tassel Top which would include the snack shack, a covered eating area with 4 picnic tables, bathrooms, and changing rooms. This would require a new leech field and grease trap. We are also proposing an upgrade to signage to promote tourism. This will probably use about \$200,000.

2. We are looking to build a 2nd large septic field to serve the 3 proposed rental cabins and a planned covered pavilion that would have a couple of bathrooms in it. The plans for the pavilion would be for movie nights, education, weddings, etc. Joe is proposing a new maintenance garage.

All costs associated with the project are covered by the grants. These are proposals and are subject to Federal approval.

Our reports are due 10/31/2021 to the State of Maine. We would like to get #1 ready to go out to bid so when the money is available, we would be ready to go.

The premium pay is only for Public Safety and Public Works from this grant.

If the Town does the work we may not need to be under the Davis-Bacon rules. We should know this when we get Federal approval. We will ask the question.

From US Dept of Labor website: The Davis-Bacon and Related Acts, apply to contractors and subcontractors performing on federally funded or assisted contracts in excess of \$2,000 for the construction, alteration, or repair (including painting and decorating) of public buildings or public works. Davis-Bacon Act and Related Act contractors and subcontractors must pay their laborers and mechanics employed under the contract no less than the locally prevailing wages and fringe benefits for corresponding work on similar projects in the area. The Davis-Bacon Act directs the Department of Labor to determine such locally prevailing wage rates. The Davis-Bacon Act applies to contractors and subcontractors performing work on federal or District of Columbia contracts. The Davis-Bacon Act prevailing wage provisions apply to the "Related Acts," under which federal agencies assist construction projects through grants, loans, loan guarantees, and insurance.

For prime contracts in excess of \$100,000, contractors and subcontractors must also, under the provisions of the Contract Work Hours and Safety Standards Act, as amended, pay laborers and mechanics, including guards and watchmen, at least one and one-half times their regular rate of pay for all hours worked over 40 in a workweek. The overtime provisions of the Fair Labor Standards Act may also apply to DBA-covered contracts.

Consensus is a one-time bonus rather than a per hour amount, prorated by number of hours worked and to proceed with proposals as presented.

- l) Consideration of Trash/Recycling Collection Policy – Nathan White, Public Works Director

The Select Board would like the recycling committee to look at this first.

Motion to table by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved

- m) Consideration of New Road Names – Kaela Gonzalez, E911 Addressing Officer

Motion to approve Knotnyne Road by Selectman Olsen. Seconded by Selectman Bruno.

Unanimously approved

Motion to approve Maisie Drive by Selectman Olsen. Seconded by Selectman Bruno.

Unanimously approved

- n) Consideration of Awarding Boston Post Cane – Sue Look, Town Clerk

Motion to award the Boston Post Cane to Ethyl Lawrence by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved

5) Public Comment

Mike Richmond requested that the Select Board take up the topic of regulating short-term rentals.

Mr Leavitt pointed out that the entire Comp Plan was included in the Select Board's epacket.

6) Selectman Comment – none

7) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- July 30, 2021 – emergency meeting for business licenses
- August 10, 2021
- September 14, 2021

I did speak to a group of Town Managers about getting together to get the broadband trunk like started up 302. Possibly go to the private sector to help leverage public monies. Cell coverage is still an issue.

Mr Leavitt spoke about statistically needing 10% more internet speed per year.

Main Street Sidewalk, with the cost of asphalt we are now looking at bidding it the Fall with a Spring 2022 start date. We will send out a notice to the folks who live on Main Street.

8) Executive Session

- a) Consideration of Property Issue with Town Attorney – pursuant to 1 MRSA §405 (6) (E) TAKEN OUT OF ORDER AFTER PUBLIC HEARING

Motion to enter executive session at 6:39pm by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved

Motion to leave executive session at 6:58pm by Selectman Olsen. Seconded by Selectman Bruno.

Unanimously approved

- b) Consideration of Town Manager’s Annual Review – pursuant to 1 MRSA §405 (6) (A)

Motion to enter executive session at 8:55pm by Selectman Olsen. Seconded by Selectman Bruno.

Unanimously approved

Motion to leave executive session at 9:33pm by Selectman Olsen. Seconded by Selectman Bruno.

Unanimously approved

Motion to increase the Town Manager’s salary to \$115,000 and extend the contract to a 4 year contract with 3% escalation in the outgoing years by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved

9) Adjournment

Motion to adjourn at 9:33pm by Selectman Olsen. Seconded by Selectman Taylor.

Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk