

Town of Raymond
401 Webbs Mills Rd
Raymond, Maine 04071

BOARD OF SELECTMEN
MINUTES

Tuesday, June 5, 2007

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

SELECTMEN ABSENT: None.

STAFF ATTENDANCE: Don Willard, Town Manager; Nathan White, Public Works Director; Jack Cooper, Code Enforcement Officer; and Nancy Yates, Finance Director.

OTHERS: Pat Clark, Chairman Planning Committee; and Christine McClellan, Chairman CPIC.

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

2)Minutes of previous meeting dated May 15, 2007.

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

VOTE: 4 in favor (Bruno, Reynolds, Gendron, Desjardins) 1 abstention (Taylor)

3)New business.

a)Election of chairman and vice chairman of the Board of Selectmen for the 2007/2008 fiscal year – Board of Selectmen

NOMINATION: Mike Reynolds nominated Mark Gendron as chairman.
Seconded by Lonnie Taylor.

VOTE: 4 in favor (Reynolds, Bruno, Taylor, Desjardins) 1 abstention (Gendron)

NOMINATION: Lonnie Taylor nominated Mike Reynolds as vice chairman.
Seconded by Joe Bruno.

VOTE: Unanimous 5-0

b)Consideration and insurance bid award – Finance Director Nancy Yates

DISCUSSION: Nancy Yates reported that 6 insurance companies were given RFP's and 3 were returned with bids with Maine Municipal Association being the least expensive and offering the most coverage. She recommended accepting the bid from MMA. Mr. Willard noted that this bid was a 5.23% reduction from our current MMA policy.

MOTION: Dana Desjardins motioned to award the bid for insurance to Maine Municipal Association. Seconded by Lonnie Taylor.

DISCUSSION: Mr. Bruno asked that there be an insurance study by an independent insurance consultant to determine the town's needs for a future RFP and proceed to another RFP for insurance coverage.

VOTE: Unanimous 5-0

MOTION: Joe Bruno motioned to use \$5,000 from the insurance savings for an independent consultant to look at Raymond insurance needs. Seconded by Dana Desjardins.

DISCUSSION: Mr. Willard also felt that the independent consultant should write an RFP for insurance coverage.

VOTE: Unanimous 5-0

c)Consideration of a new road name – Code Enforcement Officer Jack Cooper

MOTION: Mike Reynolds motioned to approve the road name Eastern Painted Turtle Road. Seconded by Lonnie Taylor.

DISCUSSION: Mr. Desjardins said that he would like to make road changes twice a year, possibly June and December with the exception of subdivision roads. Mr. Cooper recommended annually. Mr. Willard said that they would develop a policy.

VOTE: Unanimous 5-0

d)Ordinance review reserve account request – Planning Board Chairman Patrick Clark

DISCUSSION: Mr. Willard explained that this was to carry over funding from this year's budget to the next budget year.

MOTION: Dana Desjardins motioned to set up reserve accounts for the Planning Board Ordinance Review and CPIC. Seconded by Lonnie Taylor.

AMENDMENT: Mark Gendron amended the motion to limit the reserve account for the next fiscal year 2007-2008. Seconded by Joe Bruno.

VOTE ON AMENDMENT: Unanimous 5-0

VOTE ON ORIGINAL MOTION AS AMENDED: Unanimous 5-0

e)Request for Special Town Meeting to consider proposed changes to the Land Use Ordinance – Planning Board Chairman Patrick Clark

DISCUSSION: Mr. Gendron noted that the ordinance in the warrant for the annual town meeting did not include the 2006 apartment ordinance change, and

Town Meeting decided to delay this vote by defeating it. Mr. Clark concurred saying that the warrant article didn't include the Growth Management Ordinance from 2006 as well. He asked for a special town meeting to vote on an updated complete ordinance adding that legal opinion felt that a public hearing was not necessary since nothing in the May 19, 2007 ordinance changes had been changed and had two public hearings. Mr. Clark asked that the amendments not included in the 5/19/07 warrant, but prepared for town meeting, be included. All felt it should be done as soon as possible. Mr. Reynolds felt they should have the special town meeting before the regularly scheduled selectmen's meeting on Tuesday, August 7, 2007 at 7:00 pm.

MOTION: Mike Reynolds motioned to schedule a special town meeting for Tuesday, August 7, 2007 at 7:00 pm to address the proposed land use ordinance which was defeated at town meeting May 19, 2007 including the amendments.

VOTE: Unanimous 5-0

f)Comprehensive Planning Implementation Committee (CPIC) request for reserve fund - CPIC Chair Chris McClellan
See letter d.

g)Request to waive the RFQ consultant selection process for land use work related to the town's commercial district - CPIC Chair Chris McClellan

DISCUSSION: Chris McClellan would like to waive the RFQ for a consultant. The committee would like Terry Dewan, Dewan Associates, Gray, Maine, because he is already very familiar with the project. Mr. Bruno asked the amount considered. Mrs. McClellan said that \$20,000 would enable them to negotiate for this project as recommended by Hugh Coxe, Town Planner. This would be for design guidelines and a comprehensive review of the commercial district.

MOTION: Dana Desjardins motioned to go ahead with this plan. Seconded by Joe Bruno.

NOTE: Mr. Bruno felt there was a need for a policy concerning sole sourcing, RFPs, and other ways to contract services.

VOTE: Unanimous. 5-0

h)Consideration of town appointments – Town Clerk Louise Lester

NOTE: The following appointments are to be left vacant in this list because the people have apparently resigned.

One Raymond Committee: Wendy Trask and Dana Desjardins

Technology Committee: Roger Pignataro

CPIC: Pat Clark

The following is an enhanced position within GPCOG:

GPCOG Economic District Committee: Mike Reynolds

MOTION: Dana Desjardins motioned to appoint the people on the submitted list deleting those names as amended. Seconded by Lonnie Taylor.

VOTE: Unanimous 5-0

DISCUSSION: Mr. Reynolds noted there were two possible new members for CPIC which will be submitted to the Selectmen as soon as they are approved by CPIC.

DISCUSSION: Mr. Gendron felt the Selectmen were in need of a parliamentarian and would like to make it an office.

MOTION: Mark Gendron motioned to create a position as parliamentarian to the Board of Selectmen.

VOTE: 4 in favor (Gendron, Reynolds, Taylor, Desjardins) 1 abstention (Bruno)

MOTION: Mark Gendron nominated Joe Bruno as Selectmen's parliamentarian. Seconded by Lonnie Taylor.

VOTE: 4 in favor (Gendron, Reynolds, Taylor, Desjardins) 1 abstention (Bruno)

i) One Raymond Committee Update – Mark Gendron & Dana Desjardins, Co-Chairs
None.

j) Consideration of abatements – Contract Assessor Michael O'Donnell, O'Donnell & Associates
None.

4) Old (unfinished) business.

a) Consideration of air conditioning unit bids for JSMS Broadcast Studio – Public Works Director Nathan White

DISCUSSION: Mr. White noted that they already had bid results for the system and he had received two bids for the electrical work: \$650 Dana Desjardins and \$550 Bennett Electric. He added other costs would be a cement pad which will be about \$100 and disassembly of the back wall and then the replacement of it after installation which Public Works can accomplish. This unit could be used at another location if needed in the future. Mr. Desjardins asked what cost center would pay for this. Mr. Gendron said the GIS budget which was meant to get the mapping etc updated. He felt the question was what was more important. Mr. Desjardins questioned spending money on this temporary building and that cooling could be done with wall units. Mr. Woodbrey said that because the wall units can't run during a meeting because of noise, the temperature without air conditioning would be unbearable when it's hot outside. Mr. Reynolds felt it was more important that the computers be protected as well as making the meeting room useable than the GIS updates at this time.

MOTION: Joe Bruno motioned to accept the bid from Northeast Mechanical Corporation for the American Standard unit in the amount of \$7,914.09, and accept the low bid for the electrical by Bennett Electric (\$550). Seconded by Mike Reynolds.

VOTE: Unanimous 5-0

b) Gendron Veterans' Memorial Dedication Ceremony.

DISCUSSION: Mr. Reynolds wanted to send the Board's thanks to the Veterans' Memorial Committee. Mr. Willard thanked everyone involved in the celebration.

5)Town Manager Report and Communications.

a)Town Meeting

Mr. Desjardins thanked the people who came to town meeting and supported the Selectmen with their budget. He felt the people spoke that they wanted some tax relief.

b)Patriot's Day Storm.

Mr. Willard reported the damage estimate from the Patriot's Day storm had Raymond on the lower end in Cumberland County for \$153,600; \$103,00 was public and \$50,600 private damage. He added that forms are being created for further submissions for the private properties

c)Agency liquor license for D & J Pizza Inc. (Sunset Variety)

Mr. Willard noted that comments could be sent to the Department of Liquor Regulation in Augusta.

d)Bulky Waste

Mr. Willard reported that Mrs. Lester's summary of bulky waste amounts shows that we are lower than last year. He added that the LRBWF Board might consider some level of up front cost to the towns because of a lack of revenue from these coupon programs in Raymond and Naples.

e)Sebago public safety boat

Mr. Willard announced that the boat from State Surplus might again be available because it was not claimed. He said they were still looking toward purchasing this boat for public safety on Sebago in cooperation with 7 surrounding towns and Cumberland County. The cost of running and maintaining it might be shared with those interested parties. Mr. Gendron noted that other towns using the service would be billed as we do for Fire/Rescue.

f) July Selectmen's meeting(s)

MOTION: Joe Bruno motioned to meet once in July on Tuesday July 17th. Seconded by Mike Reynolds.

NOTE: There will be a treasurer's and payroll warrant on July 3rd which the Selectmen will sign out of meeting.

VOTE: Unanimous 5-0

6)Fiscal Warrants – Payroll and Appropriation Warrants – June 5, 2007.

MOTION: Lonnie Taylor motioned to approve the Treasurer's Warrant in the amount of \$126,647.85. Seconded by Mike Reynolds.

VOTE: Unanimous 5-0

MOTION: Lonnie Taylor motioned to approve the Payroll Warrant in the amount of \$78,535.78. Seconded Joe Bruno
VOTE: Unanimous 5-0

7)Adjournment.

MOTION: Joe Bruno motioned to adjourn. Seconded by Mike Reynolds.
VOTE: Unanimous 5-0

ADJOURNMENT: Mark Gendron adjourned the meeting at 8:23 pm.

Louise H. Lester
Town Clerk