

Town of Raymond
Board of Selectmen Draft Minutes
Monday, May 20, 2019
6:00 PM
Raymond High School Media Center

Meeting Called to Order at High School by: Chair, Selectman Plante; 6:00 p.m.

Board of Selectmen in Attendance:

Jack Barnes
George Plante
Scott Campbell
Kathleen Hoelzel
Christopher Long

Town of Raymond Staff:

Joseph Ilsley – Town Manager

Board of Selectmen Excused:

Pledge of Allegiance: The Pledge of Allegiance was recited.

Moment of Silence: : Cheryl Iller, John Buckley, Richard Maddox and Christopher A. Derzanski

Agenda Items:

Board of Selectmen Rules and Procedures:

The Board was presented with a final version of the Town of Raymond Board Rules and Procedures. The Board reviewed and commented, a motion was made by Selectmen Barnes to accept the Board Rules and Procedures as written, seconded by Selectman Hoelzel, MOTION CARRIED 5-0-0.

Public Comment: Mr. B. Hammond came forward and made a comment.

Staff Promotion:

Chief Hammond came forward to announce the promotion of Captain Jason Grant to Deputy Chief Jason Grant. Deputy Grant and his family were present. Congratulations to Deputy Grant and his family. He will be the training officer and will assume other departmental duties.

Appointment to Capital Improvements Committee:

Beth Paris/SAU - was not present to be considered at this time.

Appointment to Conservation Committee:

Dennis Garnham - was not present to be considered at this time.

Appointment to Historic District Commission:

Diane Debruyckere - to the Historic District Commission: The board reviewed the application appointment form from Ms. Debruyckere. Some questions were asked. Selectman Hoelzel stated that as a Historic District Commission member, Ms. Debruyckere is very valuable to the committee and made a motion to accept the appointment of Diane Debruyckere as a member of the Historic District Commission, seconded by Selectman Campbell, MOTION CARRIED 5-0-0. She was sworn in by Chairman Plante.

53 **Citizens Based Solid Waste & Recycling Advisory Committee:**
54 Kevin Woods – Committee member • Kathy Masso – Committee member • Mark Desrochers – Committee member
55 • Kathy MacDonald – Committee member • Kathy Pouliot -Committee member • Jonathan Wood – Committee
56 Member • Jennifer Dube – Committee Member • Neva Austrew-Cole - Alternate • Wayne Watjus – Alternate - all
57 came forward to volunteer to be on this new committee.

58 As there are more volunteers than seats that was voted at the last Board meeting, it was the suggestion of Chairman
59 Plante to table the decision to seat members and hold a nonpublic at the next regular Board meeting to make their
60 decision. They gave each member and Board member an opportunity to speak and answer questions. Selectmen
61 Barnes asked if this committee was an advisory committee to the Board of Selectmen; yes replied Mr. Wood.
62 Selectman Barnes also asked if the advisory Board would report to the Town Manager. He stated that the idea of
63 this committee was to provide support to the Board and Town. The Board can set it up anyway you want.
64 Selectman Barnes suggestion to for them to report to the Town Manager. The Board would like to add a Board of
65 Selectmen to be appointed to the committee. Mr. Wood would like to see 7 members, 2 alternates and a Selectmen
66 Representative for a good mix of opinions. The Board will take that under advisement. The Board will make that
67 decision at the next Board meeting.

68
69 **10-20 Year Plan for Infrastructure Improvements:**

70 Mr. Jonathan Woods came forward to address the Board to form a committee to address much needed
71 infrastructure, facilities structure of the Master Plan as the Town moves forward. As Chair of the Planning Board,
72 they are also looking at updating chapter by chapter of the Master Plan. They have completed the demographics
73 this year and they need a broader view than the members on the Planning Board and will be looking for volunteers
74 to assist on this workgroup. He would like to see participates from the School Board to bring all aspects for the
75 town. Committee could include the Superintendent, School Board, Town Manager and Selectmen and citizens. This
76 would be another opportunity for citizens to come forward. Mr. Ilsley is in favor of this work group and formalize
77 and the concept of a total town capital improvement concept is critical and will help mitigate tax impacts and
78 encouraged Mr. Woods to move forward to get a work group together. Selectmen Barnes made a motion, seconded
79 by Mr. Long, MOTION CARRIED 5-0-0.
80

81 **Household Hazardous Waste Bid Openings:**

82 ACV Enviro – Site Set Up Fee \$1,200.00; Vehicle of Unsorted Waste (5 lbs. or 5 gal) \$31.50 ea.; E-Manifest Fee
83 \$25. Ea.
84

85 Tradebe Environmental Services, LLC - Site Set Up Fee \$2,625.00; Vehicle of Unsorted Waste (5 lbs. or 5 gal)
86 \$29.40
87

88 **Paving Projects for 2019:**

89 The DPW Director and Town Manager along with Road Crew road around the town to assess each road and
90 develop a strategy of prioritization of current roadway section fixes and roadway section fixes for the future. He
91 provided a matrix to the Board (See attached) and read each Priority in order. As we have developed spending
92 protocols as we developed a new budget, the thought process is that we will take the end of the year unexpended
93 funds and push it forward to cover the next years roads without increasing tax liabilities. We are growing our
94 revenue at approximately 7% and we want to ensure that appropriations do not exceed beyond that. When we
95 model this out at 5% in six years, we will have increased our road operational budget from \$300,000 to
96 \$422,130.13 134% increase without a negative impact plus we push those unexpended funds to fix the roads. The
97 road study that we had done did a rating on the roads and assessed the cracks; rating from 1-100 ; 100 being the
98 best roads. Our drive around was to identify the worst segments of each road. Mr. Brewer read a list of roads.

99 **Listing of Roads –**

100
101 **Wearing Course – Top Layer**
102 Ham Road wearing course and shoulder dressing
103 Harriman Hill Road wearing course and shoulder dressing
104 Cross Road wearing course and shoulder dressing

105 Prospect Street wearing course
106
107 **Road Reconstruction – Reclaim Pavement – 2” Binder**
108 Lakeview Road reclaiming and binder
109
110 Langford Road END OF STATE SECTION TO CURVE @ 56 LANGFORD
111 Langford Road 150 FT PRIOR TO JAMA TO 82 LANGFORD
112 Langford Road TANGLEWOOD TO SHERRY
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114 Lane Road SADDLEPATH TO CURVE @ 179 LANE ROAD
115 Lane Road OLD BYE ROAD TO END OF LANE CEMETERY
116 Lane Road HILLSIDE DRIVE TO END OF BLACKSTONE SECTION
117 Lane Road 42 Lane to Fordway Brook Culvert
118 Scribner Road 400 FT AFTER GILE TO CIDER FERRY

119 **Culvert Replacement**

120 Prescott Road Culvert Replacement
121 Prescott Road Culvert interim plates
122

123 **Culvert Paving Operations**

124 Langford Culverts paving
125 Prevere Culverts paving
126 Critchett Road Culverts paving
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128 **Isolated Road Improvements**

129 Sunhill Road underdrains at curve
130 School Street - Shim / Pave / Drainage
131 Orchard Street - retaining wall - rail Drainage swale
132

133 **Wetlands Flagging / Engineering / Permitting**

134 Lane Road @ Sherman - culvert replacement
135 Brown Road Drainage Feasibility Survey / Design / Permitting
136 Lane Road @ Saddlepath - culvert replacement
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138 Mr. B. Hammond came forward and asked about Langford Road wondering if the Town bear the expense of the
139 roadwork. Mr. Ilsley mentioned impact fees; that we should not be asking the taxpayers to carry the burden; and we
140 do not have a structure for impact fees – a plan needs to be put in place and have a structure to utilize those fees
141 essentially using others funds to mitigate the tax impact to our residents. Mr. Ilsley intends on bringing impact fees
142 to the Board once we have a formalized strategy in place.

143 **Chapter 170 Town Code Solid Waste:**

144 As we move forward with our implementation of PAYT program and yellow bags price increases, we have seen an
145 increase in dumpsters at residential properties. In 2005, this Chapter was designed to address similar issues at the
146 advent of the PAYT program back then. The subsections 170-11 through 170-18 were intended to regulate solid
147 waste collection, dumpster containers, haulers that they use to serve their customers and licensing and fees. Since
148 the new bag program has come into play, we have received several calls regarding dumpsters in these
149 neighborhoods and are asking what can be done and the rules and regulations surrounding dumpsters. We are now
150 at a crossroads and some are electing to do something different rather than the PAYT program and he wants the
151 Boards advice as how to proceed. If we should revisit and put back on the table. The Board of Selectmen are the
152 enforcement agency of regulating this Chapter 170. He suggested posing this to the new Solid Waste Recycling

153 Committee to investigate. Selectmen Hoelzel made a motion to move this item to the Solid Waste Recycling
154 Committee for further investigation and bring back recommendations to the Town and Board, seconded by
155 Selectman Barnes; MOTION CARRIED 5-0-0.

156 **Granite Meadows, LLC:**

157 Mr. Henry Hyder, of Hyder Associates and Mike Harrington of Harrington & Company came before the Board to
158 give an update on Granite Meadows project. There is a purchase and sale agreement currently for 5 acres of the 39
159 acres; the remaining 35 acres there is still interest for a mixed use to be developed. Mr. Ilsley expressed that
160 economic development was a directive from the Board to move forward on and this is one of many legacy issues
161 that has not moved forward. Mr. Creveling and he reached out to Mr. Harrington to formalize a plan to start so we
162 could expedite the groundbreaking. One of the discussions was the tax credit that is due to the investors. Back in
163 2005 they had fronted the town \$240,000 to conduct studies for the wastewater treatment it was originally at
164 \$140,000 and increased to \$240,000. Under the contract, it states that we will give them back tax credit; pay them
165 back in tax credits when they have a facility in place; however under paragraph 5 it states that ... *“in the event that*
166 *it is determined that the facility cannot be approved or reasonably built then the town will reimburse the company*
167 *through credit against any requirement impact fees or charges that are within the jurisdiction of the Board of*
168 *Selectmen and would otherwise be assessed, charged or for which the company or successors or assignees would*
169 *otherwise be responsible for if and when the company or successors or assignees build a different development on*
170 *the lot that does not require wastewater”*. That is the situation that we are in now as all those warrant articles put
171 forth have expired. We need to get this out to town council for legal review. I would like to get permission from
172 the Board to do our due diligence; first of all validate the funds provided to the town; get the legal review of the
173 contact of what the action is but if we can validate the funds and what is in the contract that we would be allowed to
174 give the tax credit for 2019 to the investors to help them expedite the economic development in that area. Mr.
175 Hyder commented that once the development was there, they would be paying their taxes; we are simply asking for
176 the current fiscal year but would like to reserve our right for future years to use the credits. The estimated amount is
177 \$34,800 which is a 2019 tax impact of approximately three cents per thousand. If the Board agrees, we need a
178 motion to proceed to validate the information more specifically they would not pay their 2019 taxes and they would
179 use those funds to help facilitate the economic development for this project. Do you want us to move forward give
180 the credit under Article 5? Selectman Barnes would like to get the advice from legal counsel before moving
181 forward; Selectman Hoelzel would like to get the answers from legal and then have a public meeting to discuss
182 further before deciding. The \$240,000 was an interest free loan that they gave to the town to develop this
183 wastewater project. Selectman Campbell motioned to allow the Town Manager to work with legal and push this
184 forward, seconded by Selectman Barnes; MOTION CARRIED 5-0-0.

185 **Proclamation for Municipal Clerks Week: Week of May 5th**

186 Mr. Ilsley read the proclamation to the public.
187 The proclamation for the Old Home Days will be tabled until the next Board Meeting.
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189 **Acceptance of Unanticipated Revenue for Town:**

190 Recreation had several donations for various events totaling \$3,850.00. Selectman Hoelzel motioned to accept the
191 funds on behalf of the Recreation department, seconded by Selectman Campbell, MOTION CARRIED 5-0-0.
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193 **Approval of Public Minutes:**

194 Selectman Hoelzel had a correction to the April 22, 2019 Board minutes. Line 58 change she to he, motion carried
195 4-0. Selectman Hoelzel made a motion to accept the public minutes of April 22, 2019 as corrected; seconded by
196 Selectman Barnes; MOTION CARRIED 5-0-0.

197 Chairman Campbell made a motion to accept the public minutes of April 30, 2019 as written; seconded by
198 Selectman Barnes; MOTION CARRIED 3-2.
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Other Business/Board Announcements:

Next meeting is on Monday, June 17, 2019. Selectman Plante mentioned the Memorial Day Ceremony scheduled for May 27th beginning at 10:00AM.

Citizens Questions/Concerns:

Ms. MacDonald came forward to ask about the open position in community development now that Mr. Creveling has resigned. Selectman Plante mentioned that the Town Manager will assume the responsibilities along with staff. We will also be looking to Rockingham Planning Commission for a circuit writer to help.

Town Manager's Report:

Personal Updates: We are proud to announce Ernie Creveling has been selected as the new Town Administrator for Milton NH. For us at the Town Hall this is bittersweet, on one hand we are happy for a friend and colleague in his promotion; however, we will miss having him around and enjoying his famous puns. Ernie's, last day of work was last Tuesday the 14th of May and per his request, goodbyes and announcements were kept to a minimum. We Congratulate Ernie and wish him well and extend an official farewell for his 12 years of service to the People of Raymond.

Town Clean-Up Activities: The Town of Raymond, School, Raymond Coalition for Youth and volunteers across the community joined forces in this year Operation Clean-Up. Despite 2 rain delays the event official took place last Wednesday the 15th; with nearly 240 volunteers, 210 of which were the from the young adults at Raymond High Schools. With the help of these students and volunteers we able to collect an estimated 30 cubic yards of trash and an additional 1200 pounds of bulk trash, for an estimated 2000 pounds total refuge from our main roads, common areas and trails.

Our gratitude goes out to all who volunteered, the Tuck-Away for sponsoring the food for this event and a special thanks to these young adults, who went above and beyond expectation to make this event a success.

In addition, the Highway Department coordinated with the state to clean-up of Exit 4 and Exit 5 and worked the prison system and secured free labor to clean up the secondary roads in the community picking up an additional 65, 55-gallon bags of trash.

Lastly, thank you to those in the community who volunteered to clean up this Town outside of these planned events to help beatify this community.

The extent of the clean-up this year along is something to be proud of.

New 91A Process;

As stated previously the Town has formalized its 91A process to ensure accountability, responsiveness and the correct use of the program.

Under the new program, 91As can be filled out on the Town website and request will be reviewed weekly at the Staff meeting. If you do not have access to the web page you can come down to the Town Hall and request a 91A form and turn it into Deb Intonti.

Please note; individuals who send e-mails requesting a 91A will be re-directed to the web page and informed of the process.

Lastly; It is hard to believe it has been a year since I found out I was selected as your Town Manager; and June 11th will mark my 1-year Anniversary. It has been a year full of changes for my family, the staff and the Town. We have accomplished a lot in this short period of time and there is still work ahead. And I appreciate the opportunity to partake in this effort.

Board of Selectman Report:

Selectman Hoelzel, no comments. Selectman Long, no comments, Selectman Barnes attended Planning Board meeting as the alternate, Selectman Campbell, no comments; Chairman Plante no comments

Non-Public RSA 91-A:3 II (d) Property:

Selectman Hoelzel made a motion to go into nonpublic (stated above) seconded by Selectman Long; the board was polled, Hoelzel, Y; Long, Y; Barnes, Y; Campbell, Y; Plante, Y.

254 **Non-Public RSA 91-A:3 II (a) Personnel:**
255 Selectman Hoelzel made a motion to go into nonpublic (stated above) seconded by Selectman Long; the board was
256 polled, Hoelzel, Y; Long, Y; Barnes, Y; Campbell, Y; Plante, Y.

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258 **Motion to Adjourn:**
259 Meeting adjourned after nonpublic sessions at 9:10p.m.

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These minutes are in draft form and therefore
a subject to change.

Minutes Recorded By:
Deborah Intonti, Executive Assistant to the
Board of Selectmen and Town Manager
Attachments:
Road Priorities Plan Structure