



**Board of Selectmen Agenda
Monday, July 12, 2021
6:30 P.M.
Raymond High School Media Center
43 Harriman Hill Road, Raymond**

Please Note: The Board of Selectmen may at any time during a public meeting, enter a non-public session to conduct and facilitate town business. The Board of Selectmen will announce the RSA in which the session will be conducted and follow proper protocol under the confines of State Laws.

MEETING CALLED TO ORDER:

PLEDGE OF ALLEGIANCE:

MOMENT OF SILENCE:

PUBLIC COMMENTS:

AGENDA ITEMS:

1. Ethics Training
2. Bean Tavern Historic District Commission Recommendation
3. Bean Tavern/Trustee Request Update
4. Utility Abatement Update
5. Police Department Technologies Update
6. Emergency Management Working Group (EMWG) – NHDOT Bridge Preservation Recommendations to Board
7. Cemetery Draft Charter (Amy Pettengill/Town Manager)
8. Approval of Deputy Town Clerk/Tax Collector
9. Appointment of Commissioners to Rockingham Planning Commission

UNANTICIPATED REVENUE/DONATIONS TO THE TOWN: 4th of July Donation, Fire Department Donation

APPROVAL OF BOARD MINUTES:

- June 21, 2021, Board Minutes
- June 28, 2021, Board Minutes

OTHER BUSINESS/BOARD ANNOUNCEMENTS:

- CANCELLED - July 19, 2021 @ 6:30 p.m. Board of Selectman Meeting
- July 26, 2021 @ 6:30 p.m. Board of Selectman Meeting _ Bean Tavern Sub-Committee Presentation
- July 26, 2021 @ 6:30 p.m. Board of Selectmen Public Hearing, Acceptance of State Funds over \$10,000

BOARD CORRESPONDENCE SENT/RECEIVED:

- Cemetery Plot Document
- Land Use Form – Briar Rd.

CITIZEN QUESTION/ANSWER COMMENTS: (Per Board Rules of Procedure, please limit comments to 3 minutes each)

TOWN MANAGER'S REPORT:

BOARD OF SELECTMEN'S REPORT:

NONPUBLIC RSA91:A:3,II (A) PERSONNEL:

ADJOURNMENT:

Posted: July 9, 2021, Old Fire Station, Town Office; Town's website 24 hours in advance of meeting. **Note:** Board of Selectmen Meetings are broadcast live on Channel 22 or on <https://cloud.castus.tv/vod/rctv>. If you need audio or visual assistance, call the Selectmen's Office 72 hours prior to the meeting at 603-895-7007.

Town of Raymond
Board of Selectmen DRAFT Minutes
Monday June 21, 2021
6:30 p.m.

Attendees:

Scott Campbell
Kathleen Hoelzel
George Plante
Christopher Long
Lee Weldy

Staff:

Joseph Ilsley, Town Manager
Deborah Intonti, Exec, Assist.

Vice Chair Hoelzel opened meeting at 6:30 p.m.

Pledge of Allegiance: Recited.

Moment of Silence: Avis Greenwood Dellea, Edward Hovnanian, Gerald Mooers, Evelyn Schroeder, Steven Strout

Public Comments:

Open public comment at 6:33 p.m.

Kevin Woods: Expressed concerns of the use of CRF WA #34 for the purchase of the Old Fremont Road property. During this meeting and on the agenda is a CRF to expend funds on that property to eradicate pest and maintain pest control. He restated the WA and had concerns about expending funds on the use for preservation. The WA clearly states the funds are to purchase Old Fremont Road and now it looks like the town will be expending funds on additional items other than the purchase of the property. He advocated that the voters approved the \$260,000; and \$220,000 has been expended roughly \$40,000 should be returned to the unassigned fund balance or the WA could be repurposed by the voters next year.

Tina Thomas: stated that a resident expressed to her concerns of the Christopher Lane Street sign has not been up for over 2 years; resident has contacted DPW but has not received an answer. What is it taken care of. She would like a follow up email as to why it has taken so long to get fixed. What will it take to have the residents have any say on what roads get paved? Main Street , Blackberry Lane in very bad shape. Why can't we hold off on the roads that are to get their second coat and work on the roads that are falling apart. Chairman Plante stated that it we wait for the second course to be laid, then we will do damage to those roads. She also wanted a 5-year plan on what roads will be paved. Mr. Ilsley stated all that was addressed in the annual report. Water tower issue needs to be addressed first before we can consider paving on Main Street. She also asked about the Waste Management Contract as the contract will be expiring. Mr. Ilsley stated again that was covered in the Annual Report.

Mike Pettengill: Expressed his frustration regarding the cemetery and the urns and other trinkets being removed and stored in the shed at the cemetery. He believes it was selectively done to some and rules are not consistent.

Mr. Ilsley stated that at not time has he said anything negative about Peter Harney or the way he cared for and managed the cemeteries. He was a good friend of mine.

Kelly Lehman: Thanked Amy for putting the group together and addressing the issue. Her concern is yes, it is about re-instating the trustees to ensure that our cemeteries remain respectful. How are the changes in rules and notifications publicly notified and how was this publicly notified, as it was her understanding it was just on RCTV. Were there public notices at the cemeteries themselves and if not would have been prudent of this administration. She too has items missing on the family grave that are irreplaceable in which she finds it disrespectful. She would like to see some regulations that make sense. Chairman Plante

51 interrupted and stated that this Board does not disagree with any of the comments made. Mr. Ilsley stated
52 things could have been done right on the town's side and people could legitimately still been hurt. Just
53 because people are hurt, doesn't mean that things were not done properly. And we are here to listen to
54 those comments. He showed the postings that were present at the cemeteries at the entrance, he also
55 commented that they were posted on the town's website and read them to the public, and they were
56 posted in the lobby tv and RCTV. What matters is that we have residents in this community with loved
57 ones in the cemetery that were hurt, that is what matters. The intent was to help preserve the cemetery.
58 He stated that he has been and commented to the Board about being an advocate of the cemetery
59 advisory board and bringing back the cemetery trustees. We will get forward and address this issue.

60 Kelly Lehman asked about the postings and the posting that was read, when you post what was posted,
61 which is typical wording, but you have changed the intent of how the town is going to institute those
62 regulations that is where the problem lies. The clean up needed to be clear, she continued to state that
63 she has never had to remove any items that were physically on the headstone, nothing in the rules or
64 regulations that state that items on a headstone would impede any sort of landscaping. Mr. Ilsley
65 acknowledge and stated that is a valid point made. I would like to see a resident working group work with
66 me to get these cemeteries taken care of. Unfortunately, these things did hurt our residents, but it was
67 not done with ill intent. Can we have a narrative that an effort was done to try to make the cemeteries
68 more beautiful, but we failed in something very intrinsic in the cemetery and that was making sure the
69 people and patrons of the cemetery were fully informed, fully aware and allow for feedback. If you have
70 something that was taken, please come see us and we will work with you to get it back to you. Selectman
71 Plante stopped the public comment as the time limit was up.

72 **Gary Brown:** He commented that the person the town hired to do this job was not vetted. You didn't ask
73 the right questions. Mr. Ilsley commented how would he know what we did or did not ask? Why did the
74 Board when they interviewed this person not ask the question? How will you handle the clean up effort
75 especially related to artifacts within the allowable area? No one asked that question. Mr. Ilsley stated that
76 there is some confusion, the assumption being made is that the cemetery sexton would be hired by the
77 Board of Selectmen when in fact hiring of staff falls under the Town Manager purview. I interviewed them
78 we hired two, one administrative and one grounds sexton. We wanted to choose someone who would
79 build on what Peter had already accomplished and to further the beautification of those cemeteries. Was
80 it done in a manner with good intent that caused pain, yes, but to get forward and make statements that
81 have no validation and state them as fact is incorrect. Again, the Board of Selectman own no responsibility
82 for the cemetery with the exception of ratifying the regulations. Gary Brown read his next question: What
83 did the town do to educate this new sexton on policy and procedure? Did the new sexton send out emails,
84 make phone calls, send letters etc., to contact these plot owners and take advantage of that so all were
85 informed and get them the rules? Chairman Plante interrupted and stated that he has family in those
86 cemeteries, and he received the regulations and this Board let the town down by not updating the
87 regulations. Selectman Weldy commented that some of the plot owners are deceased, and a letter is not
88 going to get to anyone to notify them. The method of notification is flawed. We have to cogent of the
89 fact that there are a lot of relatives that are in these cemeteries that are deceased, and the caretakers are
90 their family who are not listed as the plot owners. He also commented about the email he sent to
91 Chairman Plante regarding DPW.

92 Chairman Plante closed Public Comment at 6:59pm.

93

94 **NHDOT Bridge Preservation Project:**

95 Present were David Scott, Assistant Commissioner Bill Cass and Sr. Project Engineer Jason Tremblay. He
96 stated that on May 4th to discuss the soon to be down posting of the Dudley Road Bridge and during that
97 discussion we mentioned that we would be coming back to discuss the upcoming bridge preservation
98 project for the bridge carrying NH Rt 27 over the Lamprey River. We were asked to also come back with
99 comments about request from the Town regarding Dudley Road intersection and we are prepared to
100 discuss that as well. Mr. Tremblay went through his presentation for the Candia/Raymond 43221 Bridge

101 Preservation Project. It is three bridges with two of them in Candia, Route 27 over the North Branch River
102 then about 500 feet to the East there is NH Route 27 over Bean Brook and about ¾ of a mile into Raymond
103 is Route 27 over the Lamprey River. (*Presentation is listed under BOS supporting docs and attached to*
104 *hard copy minutes stored in the Town Clerk/Tax Collectors Office*). The presenters are asking the town for
105 input on preferred closure times, emergency response routes, mutual aid, school bus routes, bicycle and
106 pedestrian concerns and any other concerns that the town brings forward. Mr. Ilsley asked what date do
107 you need answers by and when do you need the work zone agreement signed? The work zone agreement
108 will need to be in place prior to the start in August. Selectman Weldy had concerns about shutting the
109 road down completely, school starting dates, Deerfield Fair issues; road need to say open. Vice Chair
110 Hoelzel asked if they NH DOT was going to have a public hearing for the residents? Mr. Scott stated that
111 this is the public outreach for this project, we only need a public hearing if the State was acquiring a public
112 right of way, but all the work being done is within the State's right of way. Vice Chair Hoelzel stated that
113 the public has a right to express their opinions on these road closures as well. Mr. Cass stated that they
114 could do that, we would address it as a public information meeting, post in the paper with a date and time
115 certain for the public to have their input. Mr. Trembly stated that on this project he did invite all abutters
116 to attend; he estimated around 68 letters.

117 **James Gregorie, Littlewoods, LLC:** He is abutter to several properties around the bridge work. He
118 understands the importance of the repairs and their ranking, he is concern is the Dudley Road bridge and
119 he explained that Dudley Road is a huge factor coming back through the other three bridges talked about
120 here tonight. These preservation project bridges seem to be routine maintenance and why isn't the
121 Dudley Road bridge ranked or factored in? Because these projects are funds slated for preservation, the
122 Dudley Road is a rehabilitation project. Selectman Campbell stated that when you start work on these
123 bridges and the routes are all mapped out, they will use the Dudley Road bridge and unintentionally force
124 traffic on that bridge, please consider the impact.

125 **Glenn Caron, Scenic Nursery:** He spoke about the neon signs that were at the end of Dudley Road alerting
126 drivers of the lowered weight limit, now that they have been removed, the traffic is resuming and not
127 adhering to the lowered weight limit. We have allowed some vehicles/trucks to utilize our driveway to
128 turn around once they figure they cannot go over the bridge, but this is doing damage to our driveway;
129 he agrees that a public hearing for Dudley Road should happen. We have been waiting since 2014 for any
130 public hearing so that these issues can be addressed.

131 Bill Cass stated that when his staff came in May and addressed this Board and public of the changes on
132 Dudley Road reducing traffic to the southside to keep the weight off parts of the bridge to try to extend
133 the life of that bridge. We at that time listened to the concerns brought forward and it was understood
134 that you wanted more information, and we have additional information to bring forward if you will allow
135 us to do so. We have had several conversations with the Town Manager as well. Back in 2013 when this
136 was presented in a public forum to the town, we wanted to remove the bridge, and we heard loud and
137 clear that the Town did not want that and that eventually we would not be keeping the Dudley Road
138 bridge in service and we would not be spending resources to maintain it and somewhere down the line it
139 would be down posted for the appropriate weight limit or closed. We view Dudley Road bridge a
140 redundant bridge to the Rt 27 bridge and the resources and work it would take to meaningfully address
141 the Dudley Road bridge and I do not see that coming to fruition. We will keep it in service as long as it
142 lasts it has been down posted and eventually will be closed. Chair Plante asked if the State does an impact
143 assessment on the area and local businesses. We do not. Route 27 carries about 3,200 vehicles a day,
144 Dudley Road Bridge carries about 500 vehicles per day, and we plan on keeping Route 27 in good shape,
145 Dudley Road is a secondary road they can use Route 27. Selectmen Weldy commented on the wooden
146 bridges up north with little traffic that are kept in good repair and how does that compare or how does
147 the State prioritize those bridges as compared to this bridge that is utilized for life and safety? This bridge
148 in a very important part of this area but in the fall the traffic over that bridge and road is increased
149 significantly. He wants the bridge repaired and passable even the state vehicles were crossing that when
150 it was posted at 10-ton limit. Those trucks filled with sand and such weights more than that? I am

151 concerned about the response time for emergency vehicles to get to our residents when every minute
152 counts. Mr. Cass expressed it would be a huge investment to maintain this bridge. Vice Chair Hoelzel
153 commented that our emergency response also goes to Deerfield and the ambulances come over that
154 bridge trying to get to Manchester and time is the essence when there is an emergency. There is a lot of
155 history to that bridge and historic value to that bridge. So there is no value in the preservation for historic
156 value as far as the State goes and she will be contacting State Representatives to discuss.

157 Mr. Cass discussed the traffic pattern changes on the east and west end intersections and showed the
158 slides to the public. This is projected to cost approximately \$150,000 to do and could be done in
159 conjunction with the paving or road reconstruction project next year. These funds do not include the
160 purchasing of the commercial land and we would have to work with the property owners. Mr. Caron
161 asked the State presenters for clarity, that in order to upgrade the Dudley Road bridge up to acceptable
162 levels for passenger vehicles it would cost more than that? Why can't we just spend that money on
163 Dudley Road bridge? You need to keep it at a 3-ton limit diligently to preserve the weight limit.

164 **James Gregorie, Littlewoods, LLC:** commented asked for clarity on the restructuring of 3 intersections; he
165 further commented that the state is looking at approximately \$1.75M to create the ability to take out the
166 bridge. What is the cost to take out the bridge? If you take all those funds and put it together it would
167 make more sense to put the funds into repairing the Dudley Road bridge. The first phase should not
168 happen unless that bridge is going to be taken out of commission. We need a picture of the entire project.
169 The three intersection changes, the costs of the removal of the bridge and the fact that the lower bridge
170 on Route 27 will still be below flood plain at its current level, where Dudley Road bridge was still passable
171 during all levels ever.

172 Mr. Cass stated that we are trying to address the issues and secure a plan as we are aware that the bridge
173 is not going to be there forever. Chair Plante stated that therefore they need a public hearing. Mr. Ilsley
174 stated with regard to the 10-year plan is there a way to combine our efforts and get a proposal to replace
175 the Dudley Bridge or it a matter of separate pots of money rather than a bridge to those funds. Mr. Cass
176 agreed. Dudley Road is competing with other red list bridges around the state. Mr. Ilsley stated that those
177 130 red list bridges will not take \$1.4-1.5M of infrastructure to correct the safety issues that would be
178 created if you take it away. We have local businesses that would be significantly impacted and if we are
179 talking about the same amount of money then why would not the State of NH choose approach to save a
180 small business. If the State would be willing to work on that, we would be willing to help advocate for that
181 and get our representatives interested in this.

182 Mr. Ilsley asked about the purchasing of State land within Raymond. The triangle at Main Street and the
183 Old Highway Shed. Mr. Cass stated that there was a breakdown in communications, he knows that 2016
184 and 2017 and it was determined that it was surplus properties, and the state has no use for them and no
185 longer needed for highway purposes. On the Main Street piece, we did an assessment, and know that it
186 is the towns intent to improve the intersection and the State is willing to work with the Town to facilitate
187 that. He will follow up in written form, we have had retirements and will work with the Town to get this
188 completed. Same with the old highway shed. By state law the State is obligated to get fair market value
189 and the appraisal was done and the town has right of fare refusal on the market value. We will get a
190 written formal offer to the town. Mr. Ilsley stated when we get those written offers, we will get them to
191 a public hearing before the Board.

192
193 **Cemetery Discussion:**

194 Amy Pettengill was on the agenda and read her statement. Asked for clarification on the sign posting at
195 the cemeteries.

196 **As her letter was not submitted, the following statement was transcribed from recording. Pictures and
197 written letter from Joyce Bishop are attached to the hard copy minutes in the Town Clerk Tax Collectors
198 office and on the website under Board of Selectmen Supplemental Documents.*

199 *Hello and I wanted to thank everyone in placing us on the agenda to discuss this very important topic. She
200 gave a little personal background on herself and her educational background. Every year around Memorial*

201 *Day I head over to me grandparents and stepfathers grave they are conveniently buried across from each*
202 *other myself along with other family members plant flowers and clean up the area around our family plot.*
203 *We visit these sites regularly. This year in October I placed mini decorative pumpkins on the gravesites. I*
204 *didn't notice the urns missing then but I also didn't see the signed posted that they would be removed. I*
205 *didn't visit the graves again until December when I went to put a mini-Christmas tree on my stepfather's*
206 *grave. What I did notice in December was the decorative pumpkins were still on those plots and I took*
207 *them with me. This year in early May I headed back over to plant flowers and clearly saw the decorative*
208 *urns for planting flowers were not there. I figured that maybe a family member removed them for some*
209 *reason. They have been there for as long as I can remember. After leaving that day I contacted a few family*
210 *members, none of them took them. A week ago, later my uncle ran into the cemetery sexton who informed*
211 *him that he had removed the urns. Another week went by, and I was at the cemetery watering flowers and*
212 *an older lady walked up to me as she recognized the name and knew my family, she said the cemetery is*
213 *looking nice, I agreed with her. I told her I was a bit bothered because our urns on the plots were taken*
214 *without notice. She said that she and her sister were present on the day last year that the sexton and other*
215 *people were taking off the urns; we asked him to leave our and a week later when we returned the urns*
216 *were still there however, they were flipped upside down. When she told me that story it hit me that my*
217 *family is not the only family having stuff moved. When is which I asked the community on a Facebook post*
218 *if anyone else was having troubles? Hundreds of responses and private messages came my way some*
219 *inappropriate. After getting all these messages, I created a separate Facebook group and invited everyone*
220 *who was interested in this and working towards a solution. Right now, I have 122 members in this group.*
221 *Selectmen Weldy acknowledged he was a member of that group. This group is and has been respectful*
222 *and is working towards a solution. Several people acknowledged that items had been removed and were*
223 *given various reasons. None mentioned that they were informed that items were being stored in the back*
224 *of the cemetery; several other people mentioned that they already called several times and had not*
225 *received calls back. Others mentioned that they had been spoken to harshly and rudely when asking about*
226 *their missing items. This is a couple of statements from a couple of community members that gave me*
227 *permission to use their names. Joyce Bishop: I happened to be there at the time that they were clearing*
228 *the gravesites. Joe was there and I complained to him; he introduced me to Bud who proceeded to say it*
229 *was posted. I wanted my stuff. First, he took me to the end of the road behind the bushes. They had thrown*
230 *all the things they thought were "junk" in the bushes. I searched for my missing items, and they were not*
231 *there. So, I was pretty upset. He then took me to a storage center. I am 72 years old I have bad knees and*
232 *a bad back. He emptied a garbage bag in front of me and I had to bend over and search for the items. I*
233 *found one statue and things were not carefully placed. I asked for the steel Shepard's hook that my son-*
234 *in-law made for the gravesite, and he said, "the big one" I said yes, "he said I am keeping the good ones".*
235 *Amy Cole Mitchell: she was 21 and her husband was 20 when their second child named Tyler unexpectedly*
236 *passed away February 26, 1999, at 23 months old. Being a young couple, they did not initially have the*
237 *money to purchase a tombstone, so they placed an angel where their angel had been buried so people*
238 *knew where to find him. One year later, they had saved up \$7,000 and were able to purchase a tombstone*
239 *for their son. That angel sat beside the tombstone for 20 years. Amy and Ricky have 6 children, 5 alive, all*
240 *five of these children left trinkets and stones when they visited their brothers' site. This year the trinkets*
241 *and stones and angel were gone. A meeting was held with the Town Manager, Director of Public Works*
242 *and a few citizens. The Town Manager explained that a notice was posted on the RCTV channel. When a*
243 *outside .citizen who was present mentioned that she is not able to access the Raymond channel. The Town*
244 *Manager acknowledged that there could have been better ways of communicating/ advertising. He*
245 *mentioned a sign that was posted cemetery cleanup; another resident stated that it sounded like cemetery*
246 *cleanup would involve raking, picking up weeds and litter. Clearly none of us had seen the sign. I would*
247 *have assumed the same thing. I would not think that cemetery clean up meant, removal of all the items*

248 *that have been sitting plots for decades. During this meeting Joe mentioned that the items had been stored*
249 *neatly over the winter in the back of the cemetery. Jameson Jordan: passed away June 1, 2003, just before*
250 *his third birthday. He is laid to rest in the Old Pine Grove Cemetery; his mother Dee Cote no longer resides*
251 *in the town, however, visits her son whenever she can. His gravesite was set up nicely with trinkets and*
252 *angels and was devastated to find the items missing and was given the opportunity to sort through trash*
253 *bags of items to find what belonged to her and at that point was not told there were any items stored*
254 *neatly placed in the back of the cemetery. Unfortunately, she unable to find all her items. When she*
255 *attended the meeting last week with us, she was able to look in the back and she did see one of her angels,*
256 *but they are still not all there. Dee assured us that when she was sorting through these trash bags items*
257 *were not neatly placed or respectfully. Not only is Jameson missing items, but Tyler Cole Mitchell's angel*
258 *also the one I showed a picture of, gone. It not back there, it is not stored, it is gone. Amy called again*
259 *today; it is gone. When I asked at the meeting to clarify the sexton position, Joe mentioned that the sexton*
260 *works for cents on the dollar, he clarified that the sexton is a volunteer position who receives a stipend.*
261 *When I first started talking, I told you I had many awards for my service now I will tell you I have never*
262 *received a dime for any of my service and I have never complained about not being paid. I was the Director*
263 *of the largest crisis center in NH and before that I was a volunteer for their domestic, sexual and violence*
264 *hotline. Many times, I was woken up at 3AM or 2AM to go respond to victims of violence and I did it out*
265 *of the goodness of my heart; I was not paid. Never once did I make a victim feel uncomfortable because*
266 *they asked me a question never once I did it out of the goodness of my heart. So, when people thrown out*
267 *that this position only makes pennies on the dollar it seems very inappropriate. Citizens were told that the*
268 *removal of decorative urns was done consistently with all grave sites. This is not true; some were left on*
269 *graves sites year around. They were all moved to the back of the cemetery and stored and had been there*
270 *for families to retrieve; why would they have flipped over urns on certain graves? (She showed pictures).*
271 *Also, she wanted to point out that there was a sign posted on the cemetery sexton's family plot that stated,*
272 *"do not mow". Are we allowed to post signs on our family plots that state "do not mow"? Can we direct*
273 *the grounds crew what they can and cannot do"? I don't think we can.*

274 Mr. Ilsley answered her question. Nothing that you are bringing forward diminishes what you all are
275 bringing forward, but I think also to validate your pain doesn't require you to demonize to validate your
276 position, your position is heard, respected and true remorse. They sexton was hired because of the level
277 of care we took with his own family plot. I was respectful when talking about his pay, he is a volunteer
278 and does a lot of work and gets a stipend and he is trying to move those cemeteries forward. Even prior
279 to being the sexton, he maintained his own family plot along with some other people; when the mowing
280 crew comes down, he is present and, on the scene, monitoring them; he doesn't let them mow his plot
281 and there are some else that has another plot because their vacuums are too strong, and these people
282 put down fertilizer and put in their request not to mow. So yes, if someone wants to maintain their own
283 plots, put fertilizer down keep them green and mowed, go ahead and please let us know so we can inform
284 the grounds crew. I will say the goal to make it look beautiful, make us blind to other things and I think
285 that is the issue.

286 Mr. Ilsley read his email that he sent to Amy Pettengill:

287 *Dear Amy: The way it works is that since you are the approved speaker you would be the one recognized*
288 *by the Board and allowed to speak during the section of the Board of Selectman meeting. This allows you*
289 *the opportunity to convey your concerns and the concerns of others that you are speaking for to the Board*
290 *and uninterrupted and prevents "back and forth" at the meeting. If your time was opened up beyond you*
291 *it would have to be opened up all during this portion to include those who disagree with you and the*

292 *meeting can easily get out of hand and the message and the Boards ability to hear your concerns could*
293 *get lost unraveling and good you are trying to achieve.*

294 Mr. Ilsley stated that this is not Facebook, and this is not a “gotcha” game. I had to run around last week
295 following up on accusations that were simply not factual. To the point that you stated I had Kevin Woods
296 remove posts from Raymond Area Squawks. Amy stated she said, “why did you”.

297 Selectman Weldy commented and asked if they are looking for the advisory cemetery, cemetery trustees
298 committee to be re-formed. What do we need as an oversight to re-instate a cemetery trustees
299 committee? Mr. Ilsley stated that we can create a charter for an advisory committee and that charter can
300 help shape and bring the cemetery trustees on through a warrant article. The advisory committee can be
301 responsible for communication, evaluating the rules and regulations and making recommendations for
302 Board approval. Trustees will have the authority of the cemetery once approved via warrant article in
303 2023. Selectman Weldy start with an advisory committee and the Board could appoint members, draft a
304 warrant article for the Trustees of the Cemetery to be established in 2022 and implement in 2023 as the
305 elected officials would then run in that election and be an official elected official. Mr. Ilsley will check with
306 DRA and Legal to get the specifics to ensure the warrant article is written correctly.

307 Amy Pettengill continued... The Cemeteries look great we are not disputing that. Having voices heard and
308 supporting the sexton would give community support. Vice Chair Hoelzel asked if she submitted her
309 written statement, Amy stated that it was all scribbled on, she submitted pictures and Joyce’s letter. Amy
310 stated that she would email a clean copy to the Executive Assistant to include in the minutes.

311
312 *NOTE: Statements above are not verbatim or copied from any written statement and were transcribed
313 from the recorded Board meeting. There may be missing comments, conversations, as the written
314 statement read by Amy Pettengill was not given to the Executive Assistant prior to posting of draft
315 minutes.

316
317 **Vote on Public Land Fees:**
318 Mr. Ilsley gave his presentation to the Board and public. (Slides attached to Board of Selectmen Docs on
319 www.raymondnh.gov, hard copies in tax office) Selectman Long made a motion to adopt the growth
320 model of 2.5% annually, seconded by Selectman Weldy, MOTION CARRIED 5-0-0.

321
322 **Utility Abatement:**
323 Mr. Ilsley briefed the Board on several occasions regarding the utility abatements from NHEC, Eversource,
324 EIP, and Consolidated Communications and he recommended that we take them to George Sansoucy as
325 they were discussing items dealing with litigation and the settlements for these contracts. We have his
326 recommendation to the Town. He read the recommendation (see attached to Board of Selectmen Docs
327 on www.raymondnh.gov, hard copies in tax office). He will get clarification on others from George
328 Sansoucy and bring back before the Board on July 12th. Vice Chair Hoelzel motioned to authorize the Town
329 Manager to get further information on the abatement, seconded by Selectman Long, MOTION CARRIED
330 5-0-0.

331
332 **Household Hazardous Waste Bid Openings:**
333 **ACV Enviro**
334 Lump Sum: Site set up Fee 1,995.00
335 Vehicle of Unsorted Waste (5 lbs/5 gal) \$31.00
336 **Tradebe Environmental, LLC**
337 Set Up Fee: \$2,400
338 Per Car: \$28.00

339

340 **Dog Forfeiture Fine:**

341 This is the fines for residents that have not licensed or re-licensed their dog pursuant to RSA 466:14; Mr.
342 Ilsley stated that the Town does not send out the ACO door to door any longer as a courtesy effort. If
343 your dog has passed, please contact the town hall and let us know to keep our records updated.
344 Selectman Weldy authorized the Tax Collector to issue the warrant for unlicensed dogs in the Town of
345 Raymond, pursuant to RSA 466:14 seconded, by Vice Chair Hoelzel, MOTION CARRIED 5-0-0.

346

347 **CRF Bean Tavern:**

348 Mr. Ilsley stated he will get this to the Trustees of the Trust funds for their approval, this is to abate the
349 rodents at the 10 Old Fremont Road property (Bean Tavern). Selectman Weldy believes this should be
350 expended from the budget due to a conflict. Mr. Ilsley stated that the CRF was drawn from the
351 unassigned fund balance and there is no future tax impact; but he believes that there is legitimacy on
352 what Kevin Woods stated on the verbiage. The abutter Trisha Bridgeo commented on the pest control.
353 She disagrees. The animals that are going to die bald eagles nesting in her pond across the street, barn
354 swallows in her barn; most animals have young animals and anything that runs about would die
355 secondarily from it. But with no one occupying the house and no food source she doesn't feel that there
356 is much of an impact of rodents on that property. It was mowed last week, and there is not much
357 habitat left an no water source. Gary Brown, Bean Tavern Committee added, that abating rodents
358 before knocking a building down is a solid idea. Correct there is no food source there, but the rodents
359 have been there for some time and the building will get eaten. Pesticides do kill the food chain and we
360 have to be careful and consider that. If there is a way to do it without pesticides it should be done, and
361 they will travel for food. Mr. Ilsley stated these are mechanical traps which is why they are expensive.
362 Gary Brown stated that the intent was to clean up the property to either sell or do something else with.
363 Whatever the town decides to do with that property is up to the town. Mr. Ilsley suggested to take it
364 month my month, take the funds out of the operational budget initially, submit this CRF to the Trustees
365 of the Trust Funds bring their recommendations back to the Board for consideration. The Board
366 members agreed.

367 Vice Chair Hoelzel stated that there was a motion from the committee that the outbuildings other than
368 the Bean Tavern be demolished as they are in very poor condition, and they are a hazard and a liability
369 to the town. The Town Manager needs permission to pursue the demolition of the outbuildings from the
370 Board. It will be at no costs to the Town. The person/business is insured and licensed. Mr. Brewer stated
371 that the permission to demo the buildings can take place tonight, and we will wait until the rodent
372 issue/outcome has been assessed to initiate. Trisha Bridgeo stated that everyone seems to agree that
373 the barn and other outbuildings have to go. The section to the right is completely structurally sound.
374 Because of that and the price of lumber it has intrinsic monetary value. Her concerns are that when the
375 barn goes, she will hear the sound from 102 traffic. Will the town consider some kind of buffer for the
376 sound issues? Selectman Long made a motion to explore the options of demolition of the hazardous
377 parts of the outbuildings with the caveat of Selectmen Weldy's concerns, seconded by Selectman
378 Campbell, MOTION CARRIED 5-0-0.

379 **Donations:**

380 \$250.00 Hannafords gift cards for the 4th of July – Vice Chair Hoelzel made a motion to accept, seconded
381 by Selectman Long, MOTION CARRIED 5-0-0.

382

383 **Approval of Board Minutes:**

384 Vice Chair Hoelzel made a motion to accept the Board minutes of June 7, 2021, seconded by Selectman
385 Long, MOTION CARRIED 4-0-1.

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Other Business and Board Announcements: announcements read.

Board Correspondence Sent/Received:

Intent to Cut - Map 32/Lot 41 Submap 2: 4-acre lot, cutting on 2-acres. Selectman Long made a motion to allow the intent to cut, seconded by Selectman Weldy, MOTION CARRIED 5-0-0.

Raffle Permits: Town Fair/Knights of Columbus and VFW, Selectman Campbell motioned to accept the raffles, seconded by Selectman Long, MOTION CARRIED 5-0-0.

Reach the Beach Road Race: Vice Chair Hoelzel made a motion to accept the request, seconded by Chairman Plante, MOTION CARRIED 5-0-0.

Xfinity letter: received – read by Mr. Ilsley.

Thank you letter from RHS student who received BOS Scholarship read by Vice Chair Hoelzel.

Selectman Campbell asked about the Kabota Tractor Raffle: must sell at fair market value per the RSA. Or the town could utilize it for a community garden.

Citizen Questions/Answers:

Julie Laughner commented on her email regarding the NHDOT projects. She will resend. She asked for clarification on the bridge work. Because it is a state road, the town cannot take town money to repair a state project.

Town Managers Report:

Economic Development: The Town is again working with the State of NH Bureau of Economic Development to explore the opportunity of bringing in a commercial medical facility. We have submitted our site economic profile packages to the State, and they have forward them to the investor.

Town 4th of July Celebration: As a reminder, the Town will be holding a 4th of July Celebration this year; the parade will start 9:15 and will be followed by events on the common for families from 10:15-1:00. There will be a DJ, free children’s games, a Clown, Fire and PD mascots and food vendors for those wishing to purchase food.

Soft Yard Waste Update: As previously discussed, Casella will start expecting soft yard waste. The estimated start date for them is mid-July and the projected cost is \$2.25 per Leaf Bag.

Town Hall Closures:

Independence Day: Town Hall will be closed on Monday July 5th

Town Fair: Closed to the public at 12:00 on July 9th for Town Fair

Media Replacement Project Still Update: Aeration Tower is plug solid and the Aeration Tower Header will need to re-build with and additional \$30,000-\$50,000. It is 17 years of iron and manganese’s build up. We are evaluation alternate maintenance procedures to reduce the buildup going forward. This is proving to be a very expensive project and when complete could be up to \$180,000; a new CRF request will need to be made.

Contract Updates: Road Sweeping is Complete along with Catch Basin Cleaning:

Paving: Projected to Start on or Before July 7th, starting with pipe work, actual paving most likely would start in August.

Board of Selectmen Report:

Vice Chair Hoelzel updated the Board on the Bean Tavern Committee and their recommendations and suggestions that they will bring forward. The Budget Committee won’t be meeting until August and there is an open seat; She also commented on the 4th of July. Vice Chair Hoelzel commented on the purchase of a plaque in the amount of \$200.00 honoring all Boston Post Cane recipients and give the Town Manager permission to over expend the heritage and historical budget line Selectman Long made a motion to go ahead with the purchase, seconded by Chair Plante, MOTION CARRIED 5-0-0. Chairman Plante, no

437 comments, Selectman Campbell no comments, Selectman Weldy no comments, Selectman Long, no
438 comments. Selectman Weldy made a motion to extend the Board of Selectmen meeting beyond 10:00
439 p.m. to 10:20 p.m. to allow the Board to finish town business, seconded by Selectman Campbell, MOTION
440 CARRIED 5-0-0.

441 **Non-Public: RSA 91A:3, II (e) Litigation:** Vice Chair Hoelzel made a motion to enter into non-public
442 session, seconded by Chairman Plante, the Board was polled, Hoelzel Y, Plante Y, Campbell Y, Weldy, Y,
443 Long Y; and the Board will only return to adjourn. Non-public Session began at 9:57 p.m.

444
445 **Adjournment:**
446 Selectman Campbell made a motion to adjourn the public meeting at 10:15 p.m., seconded by Selectman
447 Weldy, MOTION CARRIED, 5-0-0.

448
449 Minutes Recorded By:
450 Deborah Intonti
451 Executive Assistant to the
452 Board of Selectmen and Town Manager

These minutes are draft and are on file
in the Town Clerks office for viewing.

**Town of Raymond
Board of Selectmen DRAFT Minutes
Monday June 28, 2021
6:30 p.m.**

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Attendees:

Scott Campbell – left @ 7:26 p.m.
Kathleen Hoelzel
George Plante
Christopher Long - Absent
Lee Weldy

Staff:

Deborah Intonti, Exec, Assist.

Chair Plante opened meeting at 6:32 p.m.

Pledge of Allegiance: Recited.

Agenda:

Non-Public: RSA 91A:3, II (a) Personnel: Vice Chair Hoelzel made a motion to enter into non-public session, seconded by Selectman Weldy, the Board was polled, Hoelzel Y, Plante Y, Campbell Y, Weldy, Y, and the Board will only return to adjourn. Non-public Session began at 6:33 p.m. The public session reconvened at 7:56 p.m. The Chairman stated that the nonpublic minutes will be sealed for 3 years, June 28, 2024. No other board business was conducted.

Adjournment:

The selectman made a motion to adjourn the public meeting at 7:57 p.m., seconded by all Selectman, MOTION CARRIED, 4-0-1.

Minutes Recorded By:

Deborah Intonti
Executive Assistant to the
Board of Selectmen and Town Manager

These minutes are draft and are on file
in the Town Clerks office for viewing.

Board of Selectmen Vote to Accept Donation

I move to accept the donated funds for the 4th of July Celebration to the Town from the following business:

\$50.00 - Ace Hardware

I move to accept the donated funds for the Raymond Fire Department from the National Fallen Firefighters Foundation.

- TGI Friday's food donation
- \$50 Gift card to Hannaford
- 2 Grilling Items

Date: 7/12/21

Motion Made By: _____

Second to the Motion By: _____

Scott Campbell, Selectman _____

George Plante, Selectman _____

Christopher Long, Selectman _____

Kathleen Hoelzel, Selectman _____

Lee Weldy, Selectman _____

Bold Heroes

DESERVE BOLD FLAVOR

Hello Raymond Fire Department and National Fallen Firefighters Foundation Member,

The warm days of summer are finally here and while many in your area will be celebrating with friends and family after a long year apart, we know your team will remain on-call helping to keep the community safe and prepared.

As the National Fallen Firefighters Foundation (NFFF) team has continued to say, "Everyone has been impacted by COVID-19 and our communities have changed. What hasn't changed is our trust that when we call for help and protection a firefighter is there."

To show our appreciation for your unwavering support and dedication to our community during this year of uncertainty, Cargill and *TGI Fridays*TM have teamed up with the NFFF to provide your crew with supplies for a cookout at the station. We are proud to be providing these cookout packages to more than 340 fire stations and making monetary donations to support first responders as a small token of our gratitude.

Included in this package you'll find:

- Five coupons for free boxes of *TGI Fridays* beef patties;
- One \$50 gift card to your local Hannaford to purchase buns, condiments, chips, etc.;
- One *TGI Fridays* Bold Heroes branded grilling apron; and
- One *TGI Fridays* branded grilling spatula.

TGI Fridays frozen beef patties are available in your local Hannaford's freezer sections. These flavor-packed beef patties are perfect to have on hand in your freezer for a quick weeknight meal or to grill out with your friends and families on the weekends.

From each of our teams, please accept our sincere appreciation for all you do to keep our community safe and prepared. If you have questions, please contact Ashley Pettingill at apettingill@tunheim.com or 952-250-1547.

We hope you enjoy the *TGI Fridays* beef patties and have a safe and healthy summer.

Best,

The Cargill, *TGI Fridays* and National Fallen Firefighters Foundation Teams

On social media? We'd love to see your photos and posts about the Bold Heroes Grill Pack delivery and your fire station cookouts!

Tag us:

- Facebook ([@NationalFallenFirefightersFoundation](https://www.facebook.com/NationalFallenFirefightersFoundation))
- Twitter ([@NFFF_News](https://twitter.com/NFFF_News))
- Instagram ([@fireheronfff](https://www.instagram.com/fireheronfff))

And use the hashtag #BoldHeroesCookout



4th of July Parade 2021

6/9/21

Donations Town Received and Deposited as of

Send new Donor Lists to Charlie to update Website & Lobby TV

06/24/21	Hometown Hardware	Ace Hardware	15 Freetown Rd Suite 8, Raymond NH 03077	Donation	5339	Acct 10-3508-001	\$	50.00	
							\$	-	

Hometown Hardware, LLC

d/b/a Ace Hardware Ben Franklin
15 Freetown Rd, Suite 8
Raymond, NH 03077
603-895-2370

EP
Enterprise Bank
Enterprise Bank & Trust Company
LOWELL, MASSACHUSETTS
53-274/113



6/22/2021

PAY TO THE ORDER OF **TOWN OF RAYMOND**

\$ **50.00

Fifty and 00/100*****

DOLLARS

TOWN OF RAYMOND
4 EPPING STREET
RAYMOND, NH 03077



[Handwritten Signature]
AUTHORIZED SIGNATURE

MEMO
2021

⑈005339⑈ ⑆011302742⑆ 898 047⑈

Hometown Hardware, LLC

Date	Type	Reference	Original Amt.	Balance Due	6/22/2021 Discount	Payment
5/7/2021	Bill	2021	50.00	50.00		50.00
					Check Amount	50.00

4th of July Parade

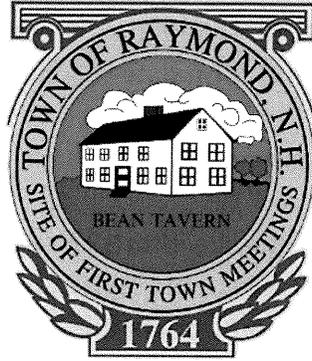
RECEIVED

JUN 24 2021

Initial: _____

Enterprise Bank 2021

50.00



TOWN OF RAYMOND

Cemetery Advisory Committee (CAC), Charter Working Document

(June 29, 2021)

Cemetery Advisory Committee (CAC) Charter

(Conceptual Outline)

Recommended Charges

- 1) Act as advisors to support the Town Manager statutory responsibilities regarding public cemeteries and bridge the gap until Cemetery Trustees are re-established.
- 2) As an advisory committee the CAC cannot ~~not~~, oversee staff, obligate funds, alter policy and procedures. However, it may formulate recommendations to the office or body with authority to act.
- 3) Conduct and assessment of identified task and build a projected timeline for the completion of all CAC Charges
- 4) Lead both research and administrative efforts to re-establish Cemetery Trustees; and prepare strategies for Board of Selectmen approval
- 5) Review and make recommendations for updated Cemetery Policies for Board of Selectmen approval
- 6) Evaluate, determine, and prepare recommendations to the Town Manager for the prioritization of short-term, mid-term and long-term capital needs along with projected funding needs
- 7) Evaluate cemetery near and long-term funding needs against current revenue and make recommendations to Town Manager for plot fees schedule and make ready for Board of Selectmen or Legislative Body Approval
- 8) Evaluate and prepare Request for Proposals for approved cemetery service contracts
- 9) Be the primary office of responsibility for all public outreach and communications regarding cemetery activities and information
- 10) Create an in-person forum for citizens to present recommendations, express concerns or offer support municipal cemetery efforts and make corrective action recommendations

Proposed Membership

Charter Part 1: Selecting Committee Membership Options: It is recommended that the Committee be comprised of at a *minimum statutory members from the Board of Selectmen, Planning Board and the Historic District Commission (Town Officials) as well as members from the community (Members at Large)*. It is also encouraged that the quorum for this body be established as an odd number. Below outlines recommended membership concepts and structures:

Option A; Five (5) Member Committee Three (3) Town Officials with alternates and Two (2) Members at Large:

Option A Charter Narrative: *The Cemetery Advisory Committee will be a **five (5)** member Committee with membership composed from a primary and alternate from the Raymond Board of Selectmen, Raymond Planning Board, and the Raymond Historical District Commission. In addition, the Raymond Board of Selectmen will appoint **two (2)** members at large from the community.*

Option B1 & B2; Seven (7) Member Committee Four (4) Town Officials with alternates and three (3) Members at Large. This option increases the membership to seven (7) and allows the Board of Selectmen to add in a member from the Budget Committee or Capital Improvement Committee while expanding community input:

Option B1 (Capital Improvement Committee Addition) Charter Narrative: *The Cemetery Advisory Committee will be a **seven (7)** member Committee with membership composed from a primary and alternate from the Raymond Board of Selectmen, Raymond Planning Board, Raymond Historical District Commission and Raymond Capital Improvement Committee. In addition, the Raymond Board of Selectmen will appoint **three (3)** members at large from the community.*

Option B2 (Capital Improvement Committee Addition) Charter Narrative: *The Cemetery Advisory Committee will be a **seven (7)** member Committee with membership composed from a primary and alternate from the Raymond Board of Selectmen, Raymond Planning Board, Raymond Historical District Commission and Raymond Budget Committee. In addition, the Raymond Board of Selectmen will appoint **three (3)** members at large from the community.*

Option C; Seven (7) Member Committee Three (3) Town Officials with alternates and four (4) Members at Large. This option maintains the recommended core membership of Town Officials and expands the community input to represent a majority of the Committee:

Option A Charter Narrative: *The Cemetery Advisory Committee will be a **Seven (7)** member Committee with membership composed from a primary and alternate from the Raymond Board of Selectmen, Raymond Planning Board, and the Raymond Historical District Commission. In addition, the Raymond Board of Selectmen will appoint **Four (4)** members at large from the community.*



Code of Ethics

225

Town of Raymond
Epping St
Raymond NH 03077
603-895-4735 Ext: 201
raymondnhethicscommittee@yahoo.com

(Adopted) March 2003

Revised April 2021

Voted by Raymond NH Voters

225-1 Procurement of Goods and Services

- Goods and services will be procured whenever possible in accordance with the Town of Raymond Bidding Guidelines adopted on August 14, 1989.
- All procurement actions shall be conducted in public whenever of substantial interest.
- All records related will be open to the public

225-2 For Town of Raymond's Public Servants "Public Service is a Public Trust"

- Statement of Intent: *GOALS*
 - Public Office not be used for personal gain.
 - The public have confidence in the integrity of its government members.
 - Guidelines for ethical standards of conduct for public servants.

The Review of the Code of Ethics Covers:

- Definitions
- Code Provisions
- Exclusions
- Role of Ethics Committee
- Enforcability
- Forms – Inquiry Form and Complaint Form
- Changes to Code

I. Definitions

- Board: Any board, committee, permanent or special, appointed or elected.
- Complainant: A person who has submitted a petition to the Ethics Committee requesting inquiry or alleging a violation of the Code of Ethics.
- Conflict of Interest: A situation, circumstance, or financial interest that has the potential to cause a private or personal interest to interfere with the proper exercise of a public duty.
- Employee: A person who is paid by the Town of Raymond for his/her services, but who is not an independent contractor.

I. Definitions, cont.

- Ethics Committee: The committee established by Section IV of this ordinance.
- Family: Any person who is related to the public servant in one of the following ways: spouse, domestic partner, parent, grandparent, child, grandchild, sibling, or similar relation to the individual's spouse. This includes all persons who are members of the same household as the public servant in questions, regardless of whether they are related by blood or marriage.
- Firm: A sole proprietorship, joint venture, partnership, corporation and any other form of enterprise, but shall not include a public benefit corporation, local or economic development corporation or other similar entity as defined by the Ethics Committee.

I. Definitions, cont.

- Interest: Any legal, financial or equitable right, share of claim, whether or not subject to an encumbrance or a condition, which is owned or held, in whole or in part, jointly or severally, including but without limitations, a right, share of claim or land.
- Pecuniary: Any advantage in the form of money, property, commercial interest or anything else, the primary significance of which is economic gain; it does not include economic advantage applicable to the public generally, such as tax reduction or increased prosperity generally.
- Principals: Those people who are the subject of the action or application that is before the board.

I. Definitions, cont.

- Public Servant: All officials, officers and employees of the Town, whether, elected, appointed, paid or unpaid. A person is considered a public servant upon her or his election, appointment or other designation as such, although s/he may no yet officially occupy that position.
- Quasi-judicial Action: A “quasi-judicial action” is any action where the board or committee members are acting like a judge or jury. For example when a board or committee has a duty to notify the potential parties, hear the parties, and can only decide on the matter after weighing and considering such evidence and arguments as the parties choose to lay before the board, the members are involved in a quasi-judicial action. The work of the planning and zoning boards is largely quasi-judicial.

I. Definitions, cont.

- Recuse: Removing or excusing oneself from participating in a specific action or discussion due to a conflict or interest. Recusal means to remove oneself completely from all further participation as a public servant in the matter in question.
- Respondent: A public servant named in a petition submitted to the Ethics Committee as an inquiry or alleging a violation of the Code of Ethics.
- Resident: A resident of the Town or Raymond.
- Town: The Town of Raymond, including all of its departments, boards, commissions, and committees.

II. Code Provisions

- A. Conflict of Interest: Public servants shall avoid conflicts of interest or even the appearance of a conflict of interest.
- Question: A land use board member spoke in support of a proposed subdivision prior to becoming a member of the board. Once on the board, he participated in considering the application and was “instrumental” in drafting the conditions of approval. Was he biased, or had he prejudged the subdivision application.
- A board member is an abutter to a proposed subdivision, but asserts that he can make an impartial decision. Are they impartial? Are they legally able to sit and hear this proposal or should they recuse themselves?
- What other sections of the code does these questions apply to?

II. Code Provisions, cont.

- B. A Duty to Disclose and a Duty to Recuse.
 - 1. Duty to Disclose: Public servants shall not participate in the conduct of business on behalf of the town or enter into discussion or deliberation of any matter without first, publicly and on record, stating all: dealings, interests, relationships, friendships, employee/employer relationships and possible conflicts which may exist between you and your family, and the principals or the issue under consideration.
 - 2. Duty to Recuse. Public servants have a duty to recuse themselves from participating in specific actions or discussions due to a conflict of interest.

Code Provisions, cont.

- Questions:
- A planning board member is an employee of a company that needs site plan approval to expand its existing plant. Does the member have a direct pecuniary interest? Should employee just disclose or should the employee also recuse?
- A planning board member's brother-in-law's father is seeking subdivision approval. Recuse or not?

- II. Code Provisions

- D. Misuse of Confidential Information

- According to the NH Municipal Association, charges of “unethical behavior” frequently involve the allegedly improper handling of sensitive information.
- Scenario: As a Town employee or Board member, you are aware that a local family has fallen upon hard times because of a recent incident (e.g. arrest, illegal drug use, bankruptcy, abuse, job loss, family change, etc.) Do you have to wait for the family to approach you in order to offer assistance
- The Ethics Committee does maintain an e-mail address and phone line for ways to contact the Committee. What we will not do is answer any inquiries through these means. We meet as a committee and all inquires need to be addressed to the entire board through the Inquiry Form at a regularly scheduled meeting.

II. Code Provisions, cont.

- Questions:
- A board member goes out to dinner and is approached by an abutter of property that is before the board for approval. The abutter spends fifteen minutes telling the board member all the reasons why the approval should be denied. Was this information obtained in the performance of the member's official duties?
- What should the board member do if the abutter refused to stop talking after being politely told by the board member that he or she was sorry but could not listen to any comments regarding the matter?

II. Code Provisions, cont.

- C. Unfair Personal Use of Town Property. No public servant shall use town property, services, or labor personally, or make the same available to others unless such use is available to other residents upon request or equal terms.
- Question: There is a big snowstorm expected and an employee of the public works department brings the plow truck home in preparation for the storm. Can the employee use the truck to plow his own driveway before going out to plow town roads?
- Question: Once a year, the Town gives away the refurbished computers to the local school system. No specific records are kept of this type of transaction and employee Emily really needs a computer for her son in college. Her supervisor asks her to deliver 12 computers to the school. What decision should Emily make?

II. Code Provisions, cont.

- D. Misuse of Confidential Information: No public servant shall disclose any confidential information which is obtained as a result of the official duties of such public servant and which is not otherwise available to the public or use any such information to advance any direct or indirect financial or other private interest of the public servant or of any other person or firm associated with the public servant; provided, however, that this shall not prohibit any public servant from exercising his or her rights under the applicable State or Federal Whistleblower's Protection Act or as otherwise required by law.

II. Code Provisions, cont.

- E. Gifts and Favors: No public servant shall accept or agree to accept any pecuniary gift from any person or firm unless it is a non-monetary gift of nominal value and only if said person or firm is not or is not likely to become subject to or interested in any matter or action pending before or contemplated by him/herself or the Town. The Ethics Committee shall annually establish the upper limit on nominal value.
- Question: A supplier sends a basket of gourmet foodstuffs to your home at Christmas with a card: “We hope you and your family enjoy the goodies”. What action(s) should you take?

II. Code Provisions, cont.

- Question: A group of employees on their way to a job site stops to help a stranger in need of roadside assistance. The stranger is elated and reaches into his pocket, pulling out money to give to the employees. What should they do?

II. Code Provisions, cont.

- F. A Duty to Cooperate: All public servants shall cooperate fully with the Ethics Committee regarding any complaint or inquiry alleging violation of this Code of Ethics.

II. Code Provisions, cont.

- G. Fair Dealing/Non Discrimination: Each public servant should endeavor to deal fairly with members of the public, suppliers and fellow public servants and may not be influenced by such person's work for or gifts made to the Town. None should take unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts or any other unfair-dealing practice.

II. Code Provisions, cont.

- Question: There is a celebration in the office with a food budget of \$200. Your next door neighbor has just started her own catering business and asks to supply the food. Since she is just starting out, she'll do it at cost and provide extra items at no charge. What might you consider?
- Question: A planning board member was very vocal in opposition to a proposed amendment to a zoning ordinance that the Town subsequently adopted. Should this member recuse him/her self from sitting on any application to where this amendment is applied?

<p>A. Gifts or Favors – as an award</p>	<p>B. Obtain a loan from a financial institution</p>	<p>C. Participate in Collective Bargaining</p>
<p>D. Host meal directly related to town business</p>	<p>E. Participate in any Town Meeting etc.</p>	<p>F. PO, FF, EP not bound by CoE when responding to Emergencies</p>
<p>G. For non violations, then Supervisors follow personnel policies</p>	<p>H. Acceptance of donations for financing political campaign</p>	<p>I. Operate on a not-for-profit basis in business dealings with Town</p>

IV. Raymond Ethics Committee

- Educate public servants and residents regarding the provisions of the ethics code.
- Provide advice and guidance to public servants and residents regarding ethical issues with which they are confronted.
- Hear and resolve ethics complaints that are filed against public servants

A. Formation of the Ethics Committee

Five members shall serve for 3 year terms elected by the voters.

Two Alternate Members appointed by the Ethics Committee for 2 year terms.

Vacant Position: Ethics Committee will elect a resident to serve as a member until the next election.

B. Education:

Public Servant takes oath of office – receives a copy of the Code of Ethics – acknowledges so within 30 days.

Training policy – Public servant can familiarize themselves with the Code of Ethics

Training at least annual

FORMS

- INQUIRY FORM:

Is a mechanism by which public servants, residents of the Town of Raymond, and others may obtain advice and counsel from the committee regarding ethical issues.

- COMPLAINT FORM

Is a mechanism by which public servants, residents of the Town of Raymond, and others may file a complaint.

V. Enforceability

If any provision or provisions of this code shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

The following pages of information were adopted by the Ethics Committee as required by the Code of Ethics

- Ethics Booklet, Inquiry Form and Complaint Form may be found at the Town Office Building and on the town website.

Gifts and Favors: Part II Code provisions – Section E.

- Yearly, the Ethics Committee will set the upper limit for gifts and favors to be effective for one year following the March meeting. As of April 2021 the upper limit is \$25.00.

Raymond Ethics Committee
4 Epping St., Raymond NH 03077
Phone (603) 895-7063
E-mail: raymondnhethicscommittee@yahoo.com

“Public Service is a Public Trust”

INQUIRY FORM

Inquiries: An inquiry is a means for a person to obtain advice and counsel from the Ethics Committee regarding ethical issues. (Reference Ethics Code: Section IV C)

Inquiry Procedures:

1. All inquiries must be in writing or made in person at a regularly posted Ethics Committee meeting.
2. Inquiries must be as general as possible as to the nature of the inquiry, omitting any personal references.
3. All inquiries will be acknowledged within ten (10) working days.

Nature of Inquiry: _____

(Use back of paper if necessary)

Print Name: _____ Date: _____
Address: _____
Phone: _____ Email: _____
Signature: _____

Voted by the Ethics Committee
Adopted: August 26, 2003, Revised March 22, 2005

Raymond Ethics Committee
4 Epping St., Raymond NH 03077
Phone (603) 895-7063
E-mail: raymondnhethicscommittee@yahoo.com

“Public Service is a Public Trust”

COMPLAINT FORM:

Complaint: A complaint is a process whereby a person can give specific information to the Ethics Committee for their review and finding. (Reference Ethics Code: Section IV)

Complaint Procedures:

1. All requests or complaints must be in writing, shall specify the provision of the code which the complainant believes was violated, and must be signed by the complainant.
2. When signing the complaint, the complainant shall acknowledge the following:
 - a. That he/she has read the Code of Ethics.
 - b. That he/she has a good faith basis for alleging a violation of the Code of Ethics.
 - c. That he/she has exhausted all other administrative avenues of relief available to
3. All complaints will be acknowledged within ten (10) working days.

Name of respondent: (person complaining against): _____

Section of Ethics Code thought to be violated: _____

Nature of Complaint:

(Use back of paper if necessary)

Complainant Name: _____ Date: _____

Address: _____

Phone: _____ Email: _____

Signature: _____

Voted by the Ethics Committee

Adopted: August 26, 2003, Revised March 22, 2005

Raymond Ethics Committee

4 Epping Street Raymond NH 03077

Phone 603-895-4735 Ext-201

Email- raymondnhethicscommittee@yahoo.com

“Public Service is Public Trust”

Pre-Hearing Conference:

1. Make sure Parties have received copies of Ethics Code and applicable rules.
 - A. Parties maybe represented by legal council at pre-hearing or at hearings.
2. Review of purpose of pre-hearing conference:
 - A. Do not consider any evidence
 - B. Attempt to simplify issues / process
3. Review disclosures and discuss with Parties.
4. Expectations regarding conduct of Parties and public at hearings.
 - A. All discussion must be through the Committee Chairperson
 - (1). Proper/ improper ways of questioning
 - B. May only speak when it is their turn
 - C. No disorderly conduct
5. Discuss with Parties to attempt to clarify issue/s.

6. Ask if there will be a spokesperson.
 - A. Complainant
 - B. Respondent
7. Review order of presentation at hearing.
8. Review with Parties “Evidence” section of committee’s hearing rules.
 - A. Explain Complainant/s will have burden of proof
 - B. Explain Respondent/s has right to be heard and to present evidence
9. Obtain the following:
 - A. Estimate of time needed from Parties.
 - B. Number of witnesses from each party.
 - C. Names of witness from each party.
10. Reconsider disclosure or recusal for Board members
11. Confirmation of hearing
 - A. Date
 - B. Tim
12. Other Business

Voted by Ethics Committee

Adopted July 6, 2004

Revised 9/28/2004

Raymond Ethics Committee

4 Epping Street Raymond NH 03077

Phone 603-895-4735 Ext-201

Email- raymondnhethicscommittee@yahoo.com

Public Service is Public Trust”

Hearing Procedure

1. Review Conduct of Hearings

a) RSA 91-A: All hearings shall be held in compliance with NH’s “Right to Know” law. Accordingly, all hearings shall be posted and shall be open to the public, except under extraordinary circumstances when the committee considers matters during a non-public session.

b) Conduct of Parties

1) All discussion shall be through the Committee Chairperson

2) May only speak when it is their turn

3) No disorderly conduct

c) Evidence/Burden of proof: “Clear and convincing evidence” is defined as that evidence which establishes a factual conclusion to be highly probable, rather than merely more probable than not. It requires that the party having the burden of proof place in the trier of fact an abiding conviction that the truth of his/her factual contentions are highly probable; otherwise he/she has failed to prove it and is not entitled to relief.

d) Overview of sequence of presentations

2. Review of Disclosures/Recusals of Ethics Board
3. Reading of Complaint
4. Complainant presents argument
 - a) Complainant calls witness
 - b) Ethics Committee questions witness for clarificationRepeat a) and b) as necessary
5. Respondent presents defense
 - a) Respondent calls witness
 - b) Ethics Committee questions witness for clarification
6. Offer rebuttal to Complainant
7. Offer rebuttal to Respondent
8. Ethics Committee deliberates with option to clarify anything with Complainant, Respondent or witnesses.
9. Vote
10. Within thirty (30) days of concluding an investigation into a written complaint, the Ethics Committee shall issue a written statement setting forth its findings. Unless prohibited by law, the Ethics Committee will provide copies to all parties.

Voted by Ethics Committee

Adopted Oct 2004

General Guide to RSA 91-A

New Hampshire statute that emphasizes that the business of the town is the public's business.

Who does it cover?: It covers all "public bodies", which includes elected officials, employees or volunteers serving on boards, committee or subcommittees of a municipality.

What does the law cover?: It covers all "meetings" of public bodies. A "meeting occurs whenever a quorum or majority of a board, committee, or subcommittee convenes and discusses or acts upon a matter over which that board, committee or subcommittee has supervision, control, jurisdiction or advisory power. A "meeting" includes telephone or electronic communication such that all members are able to communicate contemporaneously.

A "meeting" does not include: A chance, social, or other encounter that is not convened for the purpose of discussing or acting on government business, so long as no decisions regarding government business are made.

Remember!

- “Public Service is a Public Trust” means being impartial, fair and independent in one’s actions as well as accountable to fellow citizens for actions taken.
- Remember that conducting one’s self in an ethical manner is important for public confidence. This means that actions taken and decisions made for the Town’s citizens are in their best interest, not for personal gain or other unfair conditions/advantage.
- Always think about how it would look to the community you serve!

Deborah Intonti

From: Joe Ilsley
Sent: Thursday, July 1, 2021 8:12 AM
To: Deborah Intonti
Subject: FW: 2020 Consolidated Communications Abatement Recommendation letter

Also for the BOS Meeting

From: George E. Sansoucy <gsansoucy@sansoucy.com>
Sent: Wednesday, June 30, 2021 3:28 PM
To: Joe Ilsley <jilsley@raymondnh.gov>
Subject: 2020 Consolidated Communications Abatement Recommendation letter

Good afternoon Joe:

You are right, the letter wasn't exactly clear as indicated below. We are recommending that the Town deny this abatement until they can provide the methodology of which they believe the values should be calculated.

Should you have any other questions or concerns, please feel free to contact me at 603-788-4000.

For the abatement filed by Consolidated Communications f/k/a FairPoint, the company is requesting a reduction in value of the use of the public right-of-way and has provided no support or documentation to justify a change in methodology, the factual basis for the request, or support for its methods of calculating the use of the public right-of-way. We will be communicating with Consolidated during the 2021 valuation season regarding these deficiencies in hopes of resolving this and many other appeals on the same matter in other communities. The poles and conduit are valued based on current New Hampshire state law and don't appear to be in dispute by Consolidated Communications.

Diana Brann
Administrative Assistant

George (Skip) E. Sansoucy
George E. Sansoucy, P.E., LLC
148 Main Street
Lancaster, NH 03584
603-788-4000
Email: gsansoucy@sansoucy.com

STATEMENT OF CONFIDENTIALITY:

The information contained in this electronic message and any attachments to this message are intended for the exclusive use of the addressee(s) and may contain confidential or privileged information. If you are not the intended recipient, please notify George E. Sansoucy, P.E., LLC immediately at (603)788-4000 and destroy all copies of this message and any attachments contained therein.

The Emergency Management Working Group met to discuss the proposed bridge maintenance work by the State Department of Transportation on the Rt 27 bridges [2 in Candia – 1 in Raymond]

With both Police and Fire in attendance, the discussion of emergency response and mutual aid did occur. Following a through discussion the assembled Department Heads agreed that the closure of the Bridges in Candia to reduce the duration of construction would not significantly impact emergency response. Closure would reduce cost to the State and reduce the duration of construction from 10 weeks down to 5 weeks.

The State has not provided a proposal to close the Raymond Bridge. Their proposed schedule indicates that traffic will be accommodated by establishing one way alternating traffic for 4 weeks followed by 4 weeks of two lane traffic flow.

Impacts to school buses was discussed and determined to be minimal as the proposed work schedule is targeted as summer of 2022. Feedback to the State of NH might include a recommendation that work commence after school is out for the summer.

Impacts to pedestrians and bicycle traffic was discussed and determined to be very light along this stretch of highway. With proper signage, pedestrian and bicycle traffic could be re-routed over the Dudley Road bridge while the Raymond bridge was being rehabilitated.

There are not other issues or concerns noted.

The Municipal Work Zone Agreement was read aloud and discussed. It is clear that NHDOT will take responsibility for the construction and the related traffic management and that upon execution the Town will affirm that the State is in full control of these aspects of the work. The Agreement further indicates that any local Police Officers used to facilitate traffic management will not be compensated unless they have successfully completed the NHDOT approved training course. Our Officers have been so trained and therefore we would be eligible for compensation if we were called to provide services.

Attendees of this meeting have been copied on this email summary.
Anyone wishing to edit or refine the message above, please do so and copy all.
Thank you



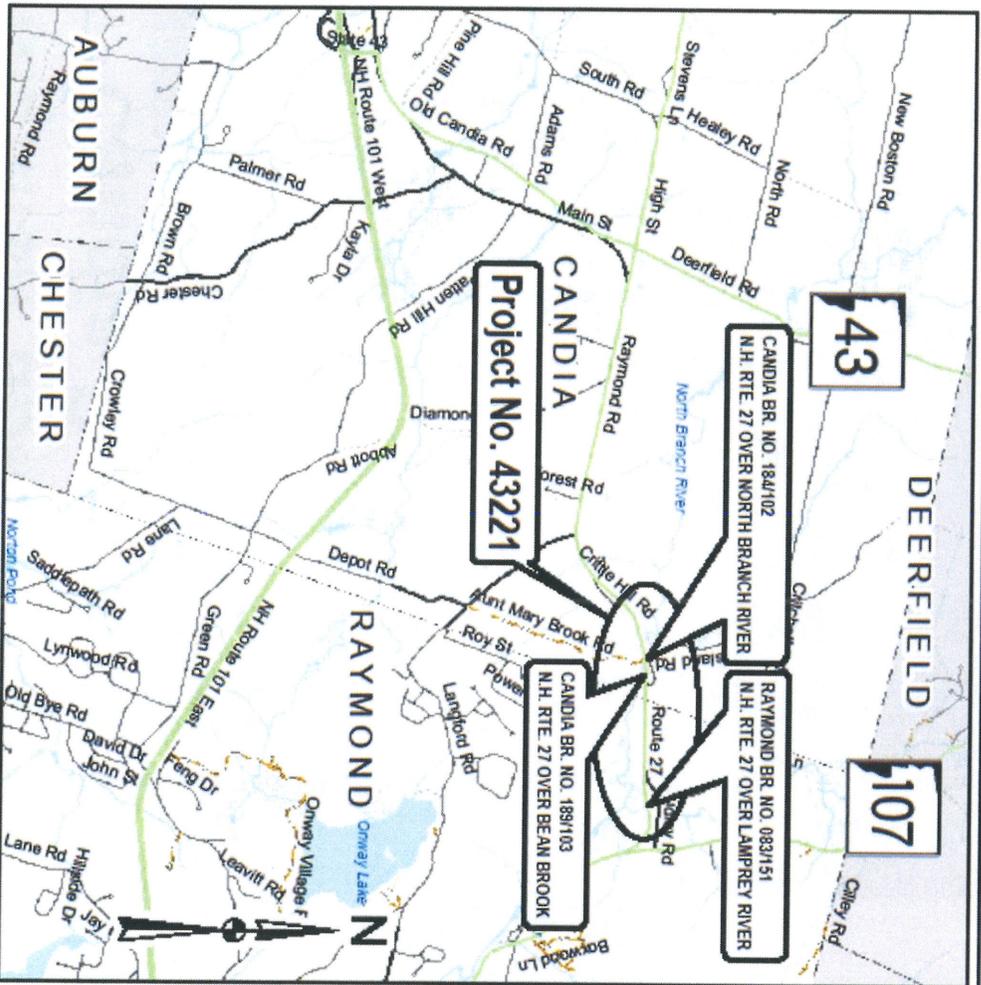
Stephen Brewer
Director

DEPARTMENT OF PUBLIC WORKS

Office: 603-895-7035
Mobile: 603-365-7134

Project Location Map

CANDIA - RAYMOND - N.H. ROUTE 27



Memo

To: Raymond Board of Selectmen
From: Christina McCarthy
Date: July 12, 2021
Re: RPC Commissioner Recommendations

On June 17, 2021, the Raymond Planning Board voted to recommend the following people to be members of the Rockingham Planning Commission as Commissioners:

Patricia Bridgeo – Planning Board member

Christina McCarthy – Town of Raymond Staff

BOARD OF SELECTMEN:

GEORGE PLANTE, CHAIRMAN

KATHLEEN HOELZEL, VICE CHAIRMAN

DATE _____

SCOTT CAMPBELL

CHRISTOPHER LONG

WILLIAM WELDY

1 Planning Board Minutes
2 June 17, 2021
3 7:00 PM
4 Media Center Raymond High School
5
6
7

8 **Planning Board Members Present:**

9 Gretchen Gott
10 Paul Ayer
11 Brad Reed
12 John Beauvilliers
13 Patricia Bridgeo
14

15 **Planning Board Members Absent:**

16 Paul Lynn - Alternate
17 Jonathan Wood
18 George Plante (Selectmen ex officio)
19

20 **Staff Present:**

21 Glenn Coppelman - Circuit rider
22 Christina McCarthy - Tax Collector/Planning Technician
23 Madeleine Dilonno -Circuit Rider Planner, RPC
24

25 Pledge of Allegiance

26 Application #2020-008: A Site Plan Review has been submitted by Alden Beauchemin
27 on behalf of Jodi and Amy Grant from Grants' Towing. The applicant is proposing to
28 build a 50' X 60' auto body and repair shop. The property is identified as Raymond Tax
29 Map 32-2/ Lot 34 and located at 236 Route 27 Raymond NH, 03077 and is within Zone
30 C1.

31 Mrs. McCarthy: "Grant's Towing was supposed to be at the TRC meeting on Tuesday
32 but unfortunately due to its untimely submittal that did not happen. Therefore, the TRC
33 continued their meeting with Grant's Towing until the 29th. It is my suggestion that the
34 Planning Board continue their meeting for Grant's Towing because they haven't
35 completed their review with TRC yet."

36
37
38 Motion:

39 Ms. Gott made a motion to continue application 2020-008 until 7pm on July 15, 2021,
40 in the Media Center at Raymond High School. Ms. Bridgeo seconded the motion. The
41 motion passed unanimously with a vote of 5 in favor, 0 opposed, and 0 abstentions.

42

43 Application #2021-006: A minor Subdivision Application has been submitted by Joe
44 Coronati of Jones and Beach on behalf of Troy Brown of Loon Lake, LLC. The
45 applicant is proposing to subdivide the property identified as Raymond Tax Map 46 Lot
46 9 located at 68-70 Mountain Road, Raymond NH, 03077 and is within Zone B.

47 Mr. Reed recused himself from the meeting because Mr. Brown is his friend.

48 Motion:

49 Ms. Gott made a motion to accept this plan as ready for review. Ms. Beauvilliers
50 seconded the motion. The motion passed unanimously with a vote of 4 in favor, 0
51 opposed, and 0 abstentions.

52 Joe Coronati of Jones and Beach Engineers and Troy Brown, the owner of the
53 Mountain Road Trading post introduced themselves.

54 Joe Coronati: "The parcel of land is on 68-70 Mountain Road. For many years it has
55 had a commercial business on it and a house. It is a 5-acre property in a residential
56 zone. Troy contacted us about trying to separate the existing residential house from the
57 business via subdivision. We looked at the property and it did not have the adequate
58 frontage to do a subdivision. We had some other hardships where the house was
59 located. The house is quite close to Mountain Road. In order to subdivide the property,
60 we needed variances. We ultimately received approval of 5 variances. The existing
61 house is a small two-bedroom house with a curb cut on Mountain Road. The Trading
62 Post has its own curb cut. The house lot that we would be splitting off would be about
63 27,000 square feet. It already has an existing septic system which was sized for a 3
64 bedroom. There is an existing well. The house is completely separate from the
65 commercial business. We thought it was a good idea to split them, so you don't have
66 two competing uses on one parcel. The bigger lot will be 4.38 acres."

67 Ms. Gott: "The access road coming in is dirt coming into the Trading Post"

68 Joe Coronati: "Yes."

69 Mr. Ayer: "I am not a fan of all these variances because you are setting precedent for
70 the whole town. You have a variance for almost every single rule we have."

71 Joe Coronati: "We have a very unique situation."

72 Mr. Ayer: "I don't understand when you have enough acreage why you need a variance
73 to make non-conforming lots smaller than 2 acres."

74 Ms. Gott: "The Zoning Board has jurisdiction over that we don't. It is said and done.
75 This is what comes to us. I understand your concerns but if we have problems and
76 questions about the Zoning Board that is something that later on and Brad had to
77 recuse himself, he is the Zoning Board Rep. We don't have any say over this now."

78 Mr. Ayer: "The RSA says that you can request a meeting. That the chairman of the
79 Planning Board will run the meeting. Now it is not a law, but it would have been very
80 ethical to do it, to bring this before us in a joint meeting. "

81 Ms. Bridgeo: "The parcel is grandfathered in zone B with commercial use on it. Your
82 well radius is not on the property that you are asking to subdivide. When I got to C3 it
83 looks as if your septic is in the wet."

84 Joe Coronati: "It is not in the wetlands."

85 Ms. Bridgeo: "To what benefit is it to subdivide to make this non-conforming lot?"

86 Joe Coronati: "There are a couple of them. You have a house and commercial
87 business on the same lot. It is hard to finance either one of them. Troy wants to do
88 something with the house, sell it off, and it is hard to do that when it is on the same lot."

89 Ms. Bridgeo: "It still leads back into the problem that your well radius is in where you
90 are trying to subdivide. Your well radius is on Mountain Road Trading Post because it
91 morphed and developed as a grandfathered business. I don't see that you can put your
92 well in a different location to actually give yourself the radius."

93 Joe Coronati: "We don't want to move the well, it is an existing well. So, we actually
94 provided a well radius easement. It restricts Troy from ever putting a septic system in
95 that radius."

96 Mr. Ayer: "I don't see a variance that grandfathers that existing business in. I see the
97 Trading post lot, but I do not see where you are going to grandfather that business in."

98 Joe Coronati: "The variances are listed on sheet A1 note 3 and those are the variances
99 that we were required to get. We are not required to get a variance for a grandfathered
100 business. If you change the lot, then you have to get a variance from 2.1.3 preexisting
101 non-conforming lots. We changed the lot, not the use. There are no physical changes

102 to the lot.”

103 Ms. Gott: “Three things I would like us to do, if we do vote on this, the ZBA specifically
104 said that there was not to be any additional subdivision. So, we should continue that
105 condition of approval. The other condition is the description of how we protect the well.
106 The other thing that I would like to add is that the store would never be converted into
107 housing because of the size of the septic. It is relatively small.”

108 Joe Coronati: “I don’t know if that is an appropriate condition because that would
109 actually make the lot conforming. If anyone in the future wanted to turn it into a house
110 the size of the septic could be modified. It could be added on, it could be expanded, but
111 then it would actually become a conforming lot. In a conforming zone.”

112 Mr. Coppelman: “Would it be helpful for the public if the applicant would walk through
113 each of the variances just to make sure the Board understands what exactly has been
114 granted for this.”

115 Joe Coronati: “The first one was minimum lot size. That is for the residential house.
116 The minimum frontage. That was originally applied for the house and the Trading Post
117 but as it turned out we only needed it for the house. The third one was the minimum
118 setback requirement. That is just for the front setback of the existing house. The only
119 setback relief was for the front setback. The fourth one was for the minimum
120 contiguous upland. That was for the minimum contiguous upland that is more than the
121 size of the residential house. The fifth and final one was the pre-existing non-
122 conforming lot. Since the lot is grandfathered, also called pre-existing non-conforming.”

123 Ms. Bridgeo: “One thing I have to say is that as the Board is to further create more pre-
124 existing non-conforming and to take already pre-existing non-conforming and add more
125 pre-existing non-conforming. I personally feel that that is not how we should be taking
126 our non-conforming and adding non-conforming onto non-conforming.”

127

128 Joe Coronati: “The Zoning Board deliberated on this a lot. There was a lot of thought
129 put into the variances. They really weighed in on the fact that it is a unique situation. It
130 actually helps having the lots separated rather than being on the same parcel.”

131 Ms. Bridgeo read a letter from Danielle Shields. (See attached.)

132 Mrs. McCarthy: “You all received a memo in your packets about 15.2.7 which says that
133 a commercial zone that is abutting a residential area should have a buffer. The ZBA did
134 talk about it. I did provide you with a copy of the minutes. They were in support of a

135 fence along the easement.”

136 Joe Coronati: “This is the proposed property line here and what we discussed with the
137 Zoning Board was a fence along the edge of the road with some trees on the
138 residential side.”

139 Mrs. McCarthy: “The buffers are suggested to filter the light and noise generated by a
140 commercial or industrial structure.”

141 Ms. Gott: “Would the trees put in at the resident’s side of the fence be put in at the
142 expense of the Trading Post folks?”

143 Joe Coronati: “Yes they would be part of the plan.”

144 Ms. Gott: “It is going to have to be a pretty high fence and some pretty high bushes to
145 obstruct any view.”

146 Joe Coronati: “It was only along the first 100 feet coming in. It wasn’t around the whole
147 parcel. I think it is going to be more of a visual buffer for cars entering or boat storage.”

148 Ms. Gott: “I am concerned about the buffer. We have always been fairly insistent on
149 having buffers between unlike uses.”

150 Ms. Bridgeo: “I think also our well radii is RSA 485-A:30, I think we need to address
151 that as well.”

152 Ms. Gott: “If we ask for 20 feet of buffer, why couldn’t it be on the Mountain Road
153 Trading Post side versus the residential side? You have more land on the Trading Post
154 side.”

155 Joe Coronati: “The issue really is the existing driveway for the Trading Post is his only
156 display area for sales. The lot line is in the gravel driveway. The buffer has to be on the
157 residential side otherwise it would essentially be in his parking lot.”

158 Ms. Gott: “You described the gravel driveway as being close to the property line, how
159 close it is to that well.”

160 Joe Coronati: “Currently it is 5 or 6 feet.”

161 Ms. Gott: “That bothers me. You have got cars going in and out 6 feet from somebody
162 else’s well. I am trying to figure out how to protect their well and your driveway. It may
163 mean moving the driveway.”

164 Joe Coronati: "Typically we would grant the well radius, move the well if it had to be.
165 The well has been there for years."

166 Troy Brown: "One of the reasons you might consider putting the foliage on the outside
167 of the line is because of where the best grass and dirt is. The Mountain Road Trading
168 Post side of the line is a gravel driveway. I think it will best thrive and survive where it
169 can be watered appropriately."

170 Mr. Coppelman: "I know that Joe indicated that one of the most egregious infractions
171 with a well radius would be septic. I don't know how you would list them but there could
172 be other things. You could have the Board council review the easement language."

173 Joe Coronati: "I have a suggestion, If the new owner took over and a new well was
174 required at the top of the hill, they would still need to be an easement on the Mountain
175 Road Trading Post lot."

176 Motion:

177 Ms. Gott made a motion to approve the request for the subdivision application #2021-
178 006 with the following special conditions. There will be no other subdivisions on this
179 property. That there will be a six-foot fence and tree plantings on the residential side.
180 The tree plantings would be at least 6 feet tall evergreens. Six feet of evergreens on
181 the Mountain Road side. The other is the well easement. The well easement should be
182 established and reviewed by council to protect that well at an appropriate level and
183 appropriate easement.

184 Joe Coronati: "Was the motion to have plantings on both sides of the property line. We
185 really can't put them on our side because the property line is in the middle of the gravel
186 driveway."

187 Ms. Gott: "There is a very good chance you may have to move that driveway because
188 of the well easement and needing for the buffer."

189 Troy Brown: "There is no place to move it to because of the pond."

190 Ms. Bridgeo: "Something we haven't talked about. The Mountain Road Trading Post
191 which is in zone B."

192 Ms. Gott: "I am going to back out of my motion to have further discussion."

193 Ms. Bridgeo: "I would like to talk about the Mountain Road Trading Post which is going
194 to stay Mountain Road Trading Post which is not going to be adding additional housing."

195 There should be no residential use in addition to the commercial use. “

196 Joe Coronati: “Would it make more sense to have trees on either side of the fence but
197 not necessarily on the Mountain Road Trading Post property? That way there would be
198 vegetation on both sides of the fence.”

199 Ms. Gott: “My concern is that all of this is getting shifted over to the other side of the lot
200 line onto the smaller piece of property.”

201 Ms. Gott: “Is there going to be renovation on the store?”

202 Troy Brown: “Over time it is possible.”

203 Ms. Gott: “Because a certain percentage triggers the need for sprinklers.”

204 Mr. Coppelman: “You are then going to need to probably deal with ZBA again.”

205

206

207

208 Motion:

209 Ms. Gott made a motion to approve application 2021-006 a subdivision of 68-70
210 Mountain Road tax map 46, lot 9 subject to the following conditions, (See attached) Mr.
211 Beauvilliers seconded the motion. The motion did not pass with a vote of 2 in favor, 2
212 opposed, and 0 abstentions.

213 Gretchen Gott -Yes

214 Paul Ayer - No

215 John Beauvilliers - Yes

216 Patricia Bridgeo - No

217 Ms. Gott: “It is a denial of the subdivision.”

218 Mr. Coppelman: “The Board could make an alternate motion.”

219 Joe Coronati: “If that is the situation, we would have to request continuance.” “We
220 would request a continuance.”

221 Motion:

222 Ms. Gott made a motion to continue application 2021-006 until July 15, 2021, based on
223 a request from the applicant to continue the hearing at 7pm at the High School. Mr.
224 Beauvilliers seconded the motion. The motion passed with a unanimous vote of 4 in
225 favor, 0 opposed, and 0 abstentions.

226

227 Mr. Reed rejoined the Board.

228 Application #2021-002: A Subdivision Application has been submitted by Paul
229 Dobberstein on behalf of Jean-Marc Meunier. The applicant is proposing to subdivide
230 for property identified as Raymond Tax Map 35 Lot 54 located at 11 Old Ham Rd.
231 Raymond NH, 03077 and is within Zone B.

232 Ms. Gott: "In our minutes it said that this was continued until July 1st. How did we get to
233 this date? Were all abutters notified of the change?"

234 Mrs. McCarthy: "The applicant requested it after your site walk, Jonathan agreed and
235 yes, everybody was notified."

236 Ms. Gott: "I made the motion to have it continued until July 1st and to have a TRC
237 meeting review of this. Have they been to TRC?"

238 Mrs. McCarthy: "No. But they requested to come back for today, and if you feel like
239 they need to go to TRC after their presentation tonight then I am sure they will be fully
240 willing to do it at that point."

241 Motion:

242 Ms. Gott made a motion to accept this application as complete for review. Ms. Bridgeo
243 seconded the motion. The motion passed with a vote of 5 in favor, 0 opposed, and 0
244 abstentions.

245 Paul Dobberstein, Ambit Engineering on behalf of Jean-Marc Meunier introduced
246 himself.

247 Paul Dobberstein: "Just quickly, why we requested to come back before going to the
248 technical review group. The thoughtful feedback from the Board and also the abutters.
249 It seemed from our perspective the issue regarding TRC was regarding the roadway
250 improvements, and as discussed at the sitewalk, we believe that we came up with a
251 solution that will work for everybody. Which is to move the driveway down to the
252 existing driveway cut significantly reducing the necessary improvements to the

253 unimproved portion of Old Ham Road. What we have done tonight is from where that
254 property line was shown previously at the end of the stone wall, toward the existing
255 house, about 30 feet. Then it extends up about 75 feet, then the driveway would then
256 just come in and go up onto the property. What we feel is that this would significantly
257 reduce the improvement and we wouldn't have to improve any of the roadway. We
258 want to work with the town and all of the abutters. I think the large concern, at least
259 from my perspective, a lot of these concerns were about going way down the road and
260 making these large improvements." The main change we made in terms of the lot line
261 we moved it down 30 feet, we just stretched it out so the remaining house lot would
262 remain 5 acres.

263 There are conflicting definitions in the Town ordinances and subdivision rules. The
264 Zoning ordinance defines frontage as the length of a lot at its front lot line which
265 borders on a public street, or a street paved in a subdivision approved by the Planning
266 Board. Then the Zoning ordinance goes on to define a street as a thoroughfare, road,
267 avenue, freeway, highway, and other ways open to public use. "Street" shall mean the
268 entire width of the right-of-way. So even though this is a class 6 road it meets the
269 definition of a street because it is a public way. The subdivision regulations define
270 frontage as the total length of all property lines of a premise which abut an existing
271 Class V or better road, or a road proposed to be built equal to or better than a Class V
272 Road. So, we are asking for a waiver from that requirement. Primarily to bring this up to
273 a class 5 road standard we are talking about a 25-foot-wide paved travelled way, with
274 4-foot gravel shoulders, the whole 9 yards and I don't think anybody wants to see a
275 road like that going through here just to access this one lot. The proposed subdivision
276 would be the last property on this way. We are requesting the waiver to allow frontage
277 on the public way but to not have to improve the road to a class 5 or better standard.
278 We believe that the law and the town already provide ample requirements for review by
279 town council and by public services to ensure that it is a safe improvement to build on a
280 class 6 road. So, we would humbly request that we don't have to go to the technical
281 review committee to receive conditional approval and allow that to be a condition of
282 getting a building permit."

283 Ms. Bridgeo: "Can you tell me what the distance is from the class 5 road, which is Ham
284 Road, to your proposed driveway?"

285 Paul Dobberstein: "It is approximately a thousand feet and that is on C2."

286 Mr. Ayer: "I believe there is an RSA 674:41 that says you can't build anything unless it
287 is a class 5 or better. It is all spelled out right here."

288 Mr. Reed: "They will need waivers from the Selectmen to be able to do that."

289 Ms. Gott: "The reason for tech review has to do with some of these very questions.
290 Tech review needs to look at the thousand-foot distance because there used to be a
291 restriction. The overriding question for me that has to do with this waiver is the fact that
292 there is a bright red sign right at the bottom of Old Ham Road. That indicates that it is a
293 private road. Everybody has been saying it is a class 6 road. We need to have DPW
294 identify which it is, clarify which it is. I have heard both ways. The overriding thing is
295 what kind of road is it?" "I appreciate that the applicant has moved the driveway down
296 so there is less impact on the other part of the road. I think that the abutters were
297 concerned about runoff."

298 Paul Dobberstein: "We have to work with the Department of Public Works to ensure
299 that whatever design is built is conforming with all of the town rules."

300 Mr. Reed: "Paul found an RSA specifically about this."

301 Mr. Ayer: "A street or a subdivision plat must be approved by the Planning Board, or a
302 street or a plat may be adopted by the Planning Board, or a street located may be
303 accepted by the local legislative body of the municipality at the submission of the
304 Planning Board and in the case of the Planning Boards disapproval by favorable vote
305 required by RSA 674:40 or is a class 6 highway. So DPW has nothing to do with it. We
306 approve the roads."

307 Mr. Reed: "My only question is are you planning on doing a stormwater management
308 plan? "

309 Paul Dobberstein: "If you are going to need to see a road design then that is going to
310 have to be part of it."

311 Trudy Willette: "I live at 20 Ham Road. I have issues with this proposal. Mr.
312 Dobberstein continues to show you that the subdivision will take place on Old Ham
313 Road. I clearly this morning took copies of everybody's deed. My property abuts Old
314 Stagecoach Road Not Old Ham Road. 65 feet of it. This subdivision shows that the
315 subdivision runs along Old Ham Road and that is not true. We did a site walk a couple
316 weeks ago, I asked Mr. Wood what are we walking on? He said a travelled way. It is
317 not a class 6. All that property from 11 Old Ham Road is not up to a class 6 level, it is
318 an old pathway. As the Lovely's can tell you, stagecoaches went by their home. So,
319 the subdivision doesn't make sense to me as the property owner that abuts it because
320 my property, my deed, says that my property is 65 feet on Old Stagecoach Road. Not
321 Old Ham Road. His design is wrong, and it is false. I have read all these definitions; I
322 have read all this information, but my property line doesn't have a street behind it. It
323 has a travelled way. We all make sure the public does not go up there. We don't invite
324 the public to be up there. As you said the sign says private road. I don't think that it

325 should go through.”

326 Paul Dobberstein: “The deed says that. The road names change all the time. I am not
327 going to argue about it. I am doing a project in Newmarket right now. There is a road
328 called Grant Road that going back 25 years it was called Epping Road. I am using the
329 name of the road that the Town has.”

330 Beatrice Lovely: “It has never been a road. Cars were not allowed to come up there.
331 There has been a tree dropped so people can’t come up through it.”

332 Ms. Bridgeo: “How long has the tree been down?”

333 Mr. Lovely: “About 28 years.”

334 Beatrice Lovely: “My name is Beatrice Lovely, and I live at what used to be Cowens.
335 That was my parents. We are the big white farmhouse at the other end of the pathway.”

336 Paula Wysick: “This all began, actually I approached the Town in 1996 that we wanted
337 to move onto the property. It was at that time that the Planning Board said we can’t
338 change this; it is a class 6 road. I have maintained that. I have put gravel in. I have put
339 culverts in. I have been taking care of that road myself for the past 28 years. It says in
340 our deeds that 9 and 11 maintain it. The red sign is accurate, but somebody always
341 told us that it is called a class 6 road. We couldn’t do our subdivision because I didn’t
342 have the money to bring it up to a class 5 road.”

343 Trudy Willette: “Paula does say that she does maintain the road but only up to the 11
344 Old Ham Road driveway, correct?”

345 Paula Wysick: “I don’t plow it beyond that, it stops.”

346 Ms. Gott: “I maintain and still would like to have TRC involved in this prior to making a
347 decision. The questions being ability for emergency access. How wide they feel it
348 needs to be. What kind of improvements there need to be? Whether it is class 6 or
349 private needs to be resolved. We know that there would still be a letter of liability
350 waiving even if it is class 6 or private. I like the change in the driveway making it closer
351 to the intersection down toward the thousand feet.”

352 Motion:

353 Ms. Gott made a motion to continue application 2021-002 until August 5, 2021, at 7 pm
354 at the High School and concur that it has been reviewed by tech review before we see
355 it again. An appearance before tech review is a requirement. Mr. Beauvilliers

356 seconded the motion.

357 Mr. Beauvilliers: "In addition to tech review there is this issue, I don't know how relevant
358 it is, about the name of the road. If it is relevant, then do we need to review it with
359 legal?"

360 Mrs. McCarthy: "That will come out in tech review."

361 The motion passed unanimously with a vote of 5 in favor, 0 opposed, and 0
362 abstentions.

363 Approval of minutes:

364 Motion:

365 Ms. Gott made a motion to approve the meeting minutes of May 13, 2021, as
366 presented. Ms. Bridgeo seconded the motion. The motion passed unanimously with a
367 vote of 5 in favor, 0 opposed, and 0 abstentions.

368 The sitewalk meeting minutes of May 18, 2021, were tabled due to lack of quorum.

369 Motion:

370 Mr. Ayer made a motion to approve the meeting minutes of May 20, 2021, as written.
371 Ms. Bridgeo seconded the motion. The motion passed unanimously with a vote of 5 in
372 favor, 0 opposed, and 0 abstentions.

373 Motion:

374 Mr. Ayer made a motion to approve the meeting minutes of June 3, 2021, as written.
375 Ms. Bridgeo seconded the motion. The motion passed unanimously with a vote of 5 in
376 favor, 0 opposed, and 0 abstentions.

377 Staff updates:

378 Mrs. McCarthy: "RPC commissioner. Alissa Welch had elected to remain a
379 commissioner. You had elected to have Kendra Ferm appointed and Paul Lynn. Paul
380 Lynn declined. I am not sure Kendra ever got appointed because of Covid. But you are
381 down at least one commissioner."

382 Mr. Reed: "Chris, would you like to be a commissioner?"

383 Mrs. McCarthy: "I actually enjoyed it very much."

384

385

386 Motion:

387 Mr. Reed made a motion to recommend to the Board of Selectmen that they appoint
388 Christina McCarthy and Patricia Bridgeo as commissioners representing Raymond to
389 the RPC. Mr. Beauvilliers seconded the motion. The motion passed with a vote of 4 in
390 favor, 0 opposed, and 1 abstention.

391 Board member updates:

392 Ms. Gott: "Excavation permits I believe expire on June 30th and I am wondering if site
393 walks have been arranged and I would like to be included on the site walk. I would like
394 to see."

395 Mrs. McCarthy: "We are down to two pits. If you guys want to do the whole application,
396 then we can all do it and make it a meeting." "I think we do the site walks on one night
397 and have the meetings on a separate night."

398 Ms. Gott: "Brad, could you please give us a report, just a synopsis on all the ZBA
399 meetings that you attend."

400 Mr. Reed: "What I can tell you is Zoning had a meeting with the legal counsel. In that I
401 found out that if I participate in a particular zoning question I can also participate here. I
402 do find it difficult sitting on both Boards because we are looking at different things. You
403 need to focus on the question that is before you tonight. I would like to have a meeting
404 with Legal counsel so that we can talk about those very issues."

405 Mr. Ayer: "I think it creates a hardship for everybody else that lives in this town. Like if I
406 say I want to put a restaurant up on my farm and I go to the ZBA and they say no. I
407 would hire a lawyer and say they did this, this, this and this now they won't do it for
408 me."

409 Mr. Reed: "That was one of the things just because you make a decision here based
410 on this doesn't mean you automatically set a precedent for everything that follows.
411 They were very clear about that."

412 Ms. Gott: "A couple meetings ago we talked about this as a Board that we get training

413 by counsel, and I would continue that request.”

414

415 Motion:

416 Ms. Gott made a motion to have non meeting with legal counsel for the Planning
417 Board. Ms. Bridgeo seconded the motion. The motion passed unanimously with a vote
418 of 5 in favor, 0 opposed, and 0 abstentions.

419 Mr. Beauvilliers: “Ethics Committee?”

420 Mrs. McCarthy: “Ethics training is on July 1, 2021.”

421 Motion:

422 Mr. Beauvillier made a motion to adjourn. Ms. Gott seconded the motion. The motion
423 passed unanimously with a vote of 5 in favor, 0 opposed, and 0 abstentions.

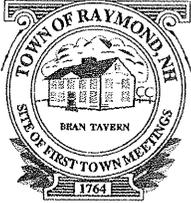
424 The meeting adjourned at approximately 9:39 pm.

425 Respectfully submitted,

426 Jill A. Vdeboncoeur

427

428



RAYMOND POLICE DEPARTMENT
SAFETY COMPLEX
1 SCRIBNER ROAD
RAYMOND, NEW HAMPSHIRE 03077



Michael R. Labell
Chief of Police

MEMORANDUM

TO: Joseph S. Ilsley, Town Manager

FROM: Michael Labell, Chief of Police

DATE: June 30, 2021

RE: 2021 PD Technologies Update

Pursuant to your request for the July 12, 2021 Board of Selectmen's meeting, the following is an update on the status of the 2020/2021 PD technology projects:

Body-Worn Camera's (BWC's): In tracking **HB253**, which would require law enforcement officers to use body-worn camera's and establish a grant program to assist local law enforcement agencies to purchase body-worn camera's, the last action was on **March 9, 2021**, at the **House** level and is currently "**retained in committee.**"

Idemia LiveScan Finger Printing Machine: As you know the State of New Hampshire, Department of Safety released a letter on April 14, 2021, informing all police chiefs that they are seeking grant funding to expand their LiveScan inventory to distribute to local law enforcement agencies as part of a loaner program. I have submitted our agency to the list for consideration. It is my understanding that there may be up to 20 machines that the state can distribute if the grant funding is approved. I am not sure where RPD is/will be on the list or how machine placement will be determined. I received an update on June 28, 2021, that the state will not have notification of the grant award until September/October 2021.

In understanding the importance of being fiscally responsible it is also important to note that these projects are important to the police department and in many ways represent the future of law enforcement tactics and equipment. It is my belief that there is no better tool in providing transparency and liability protection to a community and it's police department than BWC's.

Please let me know if you or the Board of Selectmen have any further questions or require any additional information.

Memorandum

TO: Board of Selectmen, George Plante, Chairman

FROM: Alyssa Richard, Town Clerk

CC: Joseph Hsley, Town Manager

DATE: July 12, 2021

RE: Deputy Town Clerk

I Alyssa Richard, Town Clerk have chosen Christine Rousseau, Senior Town Clerk/Tax Collector to fulfill my Deputy position, which has been vacated. I am confident that Christine has the knowledge, the drive and the positive attitude to complete this office. I am asking the Select Board to support this choice for Deputy Town Clerk. Thank you in advance for your consideration of this request.

BOARD OF SELECTMEN:

GEORGE PLANTE, CHAIRMAN

KATHLEEN HOELZEL, VICE CHAIRMAN

DATE _____

SCOTT CAMPBELL

CHRISTOPHER LONG

WILLIAM WELDY

Memorandum

TO: Board of Selectmen, George Plante, Chairman

FROM: Christina McCarthy, Tax Collector

CC: Joseph Hsley, Town Manager

DATE: July 12, 2021

RE: Deputy Tax Collector

I Christina McCarthy, Tax Collector have chosen Christine Rousseau, Senior Town Clerk/Tax Collector to fulfill my Deputy position, which has been vacated. I am confident that Christine has the knowledge, the drive and the positive attitude to complete this office. I am asking the Select Board to support this choice for Deputy Tax Collector. Thank you in advance for your consideration of this request.

BOARD OF SELECTMEN:

GEORGE PLANTE, CHAIRMAN

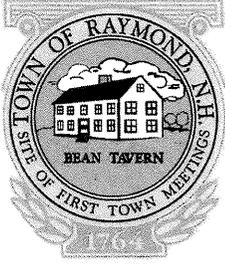
KATHLEEN HOELZEL, VICE CHAIRMAN

DATE _____

SCOTT CAMPBELL

CHRISTOPHER LONG

WILLIAM WELDY



TOWN OF RAYMOND
Trustees of the Trust Fund

Raymond Town Hall
4 Epping Street
Raymond, NH 03077
Telephone: (603) 895-4735

6/30/2021

To: Raymond Board of Selectmen
Joe Ilsley Town Manager
Julie Jenks Finance Director

Fm: Trustees of the Trust Funds

Re: Bean Tavern CRF request 2021-11

The Trustees met on June 29th to review CRF request 2021-11 for \$1,125.00 from the Capital Reserve fund created by 2020 warrant article 34 "To establish a CRF for the purchase of 10 Old Fremont Road (the Bean Tavern)".

The Trustees voted unanimously that this request does not meet the stated purpose of the warrant article approved by voters. The purchase of 10 Old Fremont Road.

The request submitted is for pest control services and does not pertain to the purchase of the property.

Sincerely,
Kevin Woods
Chair, Trustees of the Trust Funds