



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



Michael R. Labell
Chief of Police

October 3, 2023

Paul Branscombe, Interim Town Manager
Town of Raymond, NH
4 Epping Street
Raymond, NH 03077

Re: Department Head Report, Month of September 2023

Dear Interim Town Manager Branscombe,

POLICE ACTIVITY STATISTICS

- Arrests: 24
- Incident Reports: 75
- Motor Vehicle Citations: 256
- Motor Vehicle Accidents: 12

DISPATCH ACTIVITY STATISTICS

- Calls for Service: 1,938 (Police/Fire/Ambulance)

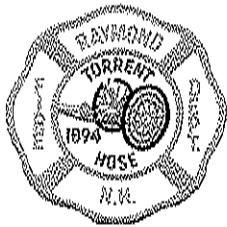
DEPARTMENT NEWS and NOTES

- Hired Letravivus Brown as a full-time dispatcher. He is now in training.
- Purchased a new cruiser utilizing the detail fund as the funding source.
 - The vehicle will be outfitted by Global Public Safety, using mostly used parts from an older cruiser. Funding will come from the detail fund.
- Received mid-term evaluations on Camp and Boulter from the police academy.
 - Camp, class rank 2 out of 47
 - Boulter, class rank 3 out of 47
- Received information from Hero Pups that the PD comfort dog will be a male yellow lab. Detective Payne and Officer Frotton named handlers. Training will start soon and should be completed by summer of 2024. Program funded by donations (Miss Raymond/Pine Acres).

I'd be happy to answer any questions you may have regarding this report.

Respectfully Submitted,

Michael Labell
Chief of Police



RAYMOND FIRE DEPARTMENT

1 Scribner Road
 Raymond, New Hampshire 03077
 Bus: (603) 895-3321 Fax: (603) 895-0901

Paul Hammond
 Chief

October 5, 2023

To: Chief Hammond
 From: Jason Grant
 Ref: September 2023 activity

Chief,

Below is the activity report for September 2023:

Raymond Fire Department September 2023 Activity Report

Total = 101 calls for service

Structure Fire	2	Alarm Activations	10	LP Gas & Haz-Mat	2
Appliance Fires	0	Trash Fire	0	Vehicle Accidents	9
Carbon Monoxide	2	Ambulance Assist / EMS	41	Lock Outs	6
False Alarms	5	Unauthorized burning	1	Water Emergencies	0
Vehicle Fires	1	Smoke Reports	3	Sprinkler System	0
Utility Wires / Electrical	5	Mutual Aid	5	Animal Rescue	0
Chimney Fire	0	Brush / Grass Fire	0	Miscellaneous	5
Dispatched / canceled en route	1	Severe Weather	2	Police Assist/	1

Total Inspections = 31

Furnace	3	Blasting notification	0	Smoke Detector	0
Health Inspections	0	Fire Drills	2	Dry Hydrants	0
Life Safety	2	Place of Assembly	3	Fireplace/ wood stove	0
LP Gas Line	2	Seasonal Permits Issued		Foster Care	0
LP Tank	5	Certificate of Occup.	4	Pellet Stove	0
Seasonal Burning	0	Fire Alarm	0	Sprinkler System	7
Generator Install	0	Fuel Oil Tank	1	Miscellaneous	2

Other items of interest:

- Hose Testing.
- CDL training with one Fire Department member and one DPW employee.
- COVID test kit distribution increase



TOWN OF RAYMOND

Finance Department Monthly Report

Month Reporting: **September 2023**

- ❖ The Town of Raymond and AFSCME's 2023 Collective Bargaining negotiation had its second meeting that took place on Wednesday, September 20th. The union submitted a partial proposal to be further discussed at the next meeting scheduled for Wednesday, October 18th. It is at this next meeting that the Town will be submitting their initial proposal to the union.
- ❖ The Executive Assistant position has been filled! Denise Ardolino will begin on Monday, October 16th. We are so excited to start working with her and benefitting from her many years of strong administrative experience.
- ❖ The 2024 budget preparation has kicked off. Julie Laughner (Budget Committee Chair) came in and met with Paul Branscombe and me to discuss the future presentation meeting dates. She will be confirming with us the official dates the Budget Committee has agreed upon.
- ❖ Finance has met with the Town's IT contractor (1Path) and has determined what computers are scheduled for replacement and of this list which units we will have funds to replace/install. A portion of this year's 'computer replacement' budget will be paying for the server replacement at the Police Department as well as the conversion of the Town's server to the cloud.
- ❖ In the month of September, Finance processed two full-time position terminations as well as one temporary position and one full-time position on boarding.
- ❖ The Teamster health plan open enrollment began during the month of September and will be finalized by November 6th.
- ❖ The Town has opened an account with an office supply vendor (Quill) which will realize a cost savings via Omnia Partners purchasing program.

Julie Jenks
Finance Director



TOWN OF RAYMOND

Community Development Department Monthly Report

Month Reporting: **September 2023**

- The month of September 2023 (September 11th) saw the arrival of the Town of Raymond's new Community and Economic Development Director, Jason Cleghorn. Jason joins us from the City of Manchester.
- Community Development Staff held and attended three Planning Board meetings.
- Building permit activity for the Month of September saw the issuance of thirty-eight (38) building permits totaling \$37,889.65 and with an estimated construction cost of \$4,548,472.
- The department unfortunately had two terminations, and interviews have been conducted for both positions at this time.
- Staff continues to ramp up its knowledge of the Town's Zoning Ordinance, Master Plan and other processes and procedures.

Jason Cleghorn
Community and Economic Development Director

Recreation

Department Report – September 2023

- ❖ Senior Citizen Trip – September 22 – Portland Land & Sea Tour
- ❖ Youth Basketball
 - Registrations
 - Sponsor letters mailed out
- ❖ October Newsletter
- ❖ Upcoming programs
 - Senior Trip – NH+VT Leaf Peepers Tour – 10/12
 - Fall Family Festival – 10/14
 - Rec Halloween Party – 10/21
 - Bake & Take – 11/17
 - Elf Academy – 12/2
 - Cupcake Wars – 12/2
 - Christmas on the Common – 12/10?
- ❖ Planning for Fall Family Festival
 - Organizing vehicles for Touch-A-Truck
 - Draft – map of activities/vehicles
 - Raffle items
 - Caramel apple dippers
- ❖ Planning for Halloween Party
 - Ordering supplies & prizes
 - Creating games / events
 - Scheduling staff
- ❖ Working on 2024 Budget
- ❖ Update website and social media

Meetings & Training

Primex Class – Creating & Leading a Positive Workplace Culture – 9/7 & 28
Department Head
Fall Family Festival
LWCF Grant for pickleball courts at Riverside Park
Local Rec Collaboration
Raymond Soccer Club
Raymond Youth Athletic Association (baseball & softball)
Raymond Youth Basketball & Lamprey River Basketball
Raymond Coalition for Youth

Dudley-Tucker Library Director's Report



From Trustee Chair Galus at the September Dudley-Tucker Library Board of Trustees Meeting:

In response to the continued public interest in the Children's Room collection, the Dudley-Tucker Library Board of Trustees has prepared this statement, based upon an understanding stated by Kerriann Roman from Deliberative Session in February of this year. If anyone is interested in confirming this statement, it is at the top of page 101 of the minutes. She says:

I just want to comment so that the rest of the people speaking, so that they know that this is an advisory article only to the Library Trustees because the state law on libraries RSA 202-A as well as the Supreme Court has said that Library Trustees have the full and entire custody and management of the public library. So if this passes, it's an advisory to the Trustees about how the community feels, but it's not Town Meeting, doesn't have a legal authority to tell them which books to put in the library, so I just wanted to make that clear that it's a state law.

So before I read our statement, please understand, once we respond, the issue is put to bed. We held off making our statement until we had a full Board. For months, we took the time to listen to comments and concerns from many families in our community and through many different conduits, not just the vote, public comment, or communications read into the minutes. We have also evaluated data from our circulation statistics, family library visits, and other personal communications. It will be time for the Board of Trustees to accomplish the work that has been set aside for the past year.

Our statement in response to the advisory Warrant Article #42 is this: If any of the materials housed in the Children's Room of the Dudley-Tucker Library are deemed obscene, indecent, or harmful to minors, and are not considered suitable for children based on opinions from the library industry professionals, they will be reconsidered and action will be taken. To initiate this action, library cardholders may choose to fill out the form found in the Materials Selection Policy for the Dudley-Tucker Library. Ask a librarian for advice on how to find it, if needed. A link is available on our website [and on the Raymond Forms/Documents webpage].

Our statement in response to the advisory Warrant Article 43 is: We acknowledge that the voters voted no on Warrant Article 43, therefore, the Library association with the ALA will remain status quo.

DEPARTMENT OF PUBLIC WORKS

MONTHLY REPORT - SEPTEMBER 2023

Submitted by: Stacey Grella, Operations Manager

STAFFING:

- One of our current DPW employees that has been with us for two years just obtained his CDL permit, congratulations to Zach Merrick!
- We interviewed a candidate for the open Mechanic position. A job offer was made, however, the candidate declined the offer.

EQUIPMENT:

- Director is working on the procurement of an excavator and a hot box which the Highway Department direly needs.

PROJECTS:

- The bid is in the process of being awarded to W. P. Davis Excavation out of Hampton to do the work on the Shattigee Road culvert, so that work will be starting very soon.
- The DPW is working with Tomforde Engineering to bring the Groundwater Monitoring Permit for the closed landfill/Transfer Station back into compliance. This had lapsed for 3 years due to the prior engineering firm going out of business and staffing changes at the DPW office. The work is actively happening and should be completed early this fall.
- A Request for Proposals has been drafted and posted to upgrade the telephone system for all Town departments. This was originally looked at back in 2020, however, due to COVID, the project was put on hold. We have already had several responses and site visits are being scheduled.
- Crews will be out flushing hydrants every Tuesday and Thursday in October starting at 8:00pm. This process is done twice a year.
- Household Hazardous Waste Day has been scheduled for Saturday, October 28th from 8:00am – 12:00pm on Industrial Drive by Jackson Lumber. This is open to residents from Raymond, Auburn and Nottingham.
- Director is putting the final touches on the paving RFP and that should be going out very soon.

OTHER:

- DPW continues to hold regular Foremen meetings to discuss ongoing projects between the six different divisions.

- DPW continues to attend regular Water Planning Committee and Board of Selectmen meetings.
- Water service disconnections started the week of September 18th instead of the 11th due to staffing issues. At this point, there are only 3 customers that still have an outstanding balance totaling \$484.75.
- Water meters were read the last week of September to close out the quarter and bills will be going out the second week of October.
- Comeau Services was contracted to come in to replace the check valves at the Water Treatment Plant.
- Union negotiations are ongoing and will continue through the upcoming months.
- Our Fleet Foreman completed the State inspections on Town vehicles.
- Pinard has been bought out by Casella. Town staff met with representatives from both companies to discuss if and how this would affect the Town trash collection. We have been assured that nothing is going to change at all.
- In addition to the daily tasks of keeping all the fields and Town properties looking beautiful, the Parks & Buildings Division cleared out old brush and overgrowth from the Old Pine Grove Cemetery and cleaned up a homeless camp that was behind the dumpster at the Route 107 ballfields.