

The meeting was called to order on March 8, 2004 at the Town Office at 6:30 p.m. by Chairman Harold Wood. Members present: Wayne Welch, Norman Weldy, Paul Brown and Jonathan Wood. Also present: Town Manager Richard Bates.

Non-Public Session

**Motion by Selectman Welch to enter into non-public session under 91-A:3, II (a).
Selectman Brown – yes; Selectman Weldy – yes; Selectman J. Wood – yes;
Selectman Welch – yes; Chairman Harold Wood – yes.**

Town Manager Bates joined the Board of Selectmen in non-public session.

**Motion by Selectman Welch to exit non-public session and seal the minutes.
Selectman Weldy seconded. Selectman Brown – yes; Selectman Weldy – yes;
Selectman J. Wood – yes; Selectman Welch – yes; Chairman Harold Wood – yes.**

Chairman Harold Wood reconvened the public meeting at 7:00 p.m.

Chairman Harold Wood led a salute to the flag and a moment of silence for departed citizens.

Chairman Harold Wood announced the Board has been working on the Town Manager's contract for the next three years.

**Motion by Selectman J. Wood to accept the terms of the contract and to sign the contract between the Town of Raymond and Town Manager Richard C. Bates.
Selectman Weldy seconded. Motion passed.**

Town Manager Bates thanked the Board of Selectmen.

Recognition of Parks & Recreation

Chairman Harold Wood announced this will not take place at this meeting.

Public Forum:

l) Lyman Hammond, resident, had questions relative to the Citizen's Petitioned Warrant Articles regarding zoning. The Board felt it was appropriate for the citizens that signed these petitions to answer any of these questions.

Unfinished Business:

Appointment of Zoning Board of Adjustment Member – Frank Bourque, Full-Member

Motion by Selectman Welch to nominate to the Zoning Board of Adjustment, Frank Bourque as a Full Member for a three-year term. Selectman Weldy seconded. Motion passed.

Discussion – Department of Environmental Services Letter – Nomination of Individuals to Statewide Rivers Management Advisory Committee

Charles White volunteered to have his name nominated as a member on the Statewide Rivers Management Advisory Committee.

Motion by Selectman J. Wood to submit the name of Charles White as a nomination to the Statewide Rivers Advisory Committee. Selectman Weldy seconded. Motion passed.

Discussion - Quit Claim Deed - Sid Madore

Town Manager Bates stated the Board reviewed a request to purchase town owned land by Sid Madore at their November 3, 2003 meeting. He said Planner Craig Wheeler has researched the issued and the Board has a copy of his recommendation, which is to quit Claim Deed the property. Town Manager Bates recommended the Board ask Mr. Madore to have his counsel draw up a Quite Claim Deed for the Board to sign at another meeting. This will release all the town's interest in the private drive to Sid Madore's property, and it would create a more conforming lot. Sid Madore was present.

Motion by Selectman Brown to allow the Quit Claim Deed to be written and deeded to Sid Madore as outlined in the memo dated March 4, 2004 by Craig Wheeler, Planner. Selectman Weldy seconded. Motion passed.

New Business:

Discussion and Review- Wage & Salary Classification Plan- Action

Town Manager Bates reviewed the Wage and Salary Classification Plan for support staff as recommended by the Wage and Salary Committee. (copy attached).

Motion by Selectman Weldy to accept the changes to the Wage and Salary Classification Plan for support staff as recommended by the Wage and Salary Committee. Selectman Brown seconded. Motion passed.

Reorganization of Parks & Recreation and Building and Grounds Maintenance- Report

Town Manager Bates explained the recommendations in the change of the classification of the Building and Grounds Maintenance person and to reorganize the departments so that Parks is part of Public Works under the supervision of the Building and Grounds Maintenance Foreman. The change would be from a Grade 14 to a Grade 16 and because

there is not enough compression, the Highway Foreman would be changed from a Grade 16 to a Grade 17.

Motion by Selectman Weldy to accept the recommendations of the Wage and Salary Committee for the Building and Grounds Maintenance Foreman and the Highway Foreman. Selectman Brown seconded. Motion passed.

Town Manager Bates explained the new responsibilities of the Recreation Department as a result of the reorganization of Parks and Recreation. This reorganization also more clearly reflects the roles and responsibilities of the Recreation Department and gives additional responsibilities, which will help make other departments more efficient and provide for better service to the community. The Recreation Department will now become Recreation and Community Services. Town Manager Bates stated the Board does not take any action on this as it falls under the responsibility of the Town Manager.

Board of Selectmen Report

Board Members extended a thank you and best wishes to Selectman Wayne Welch since this would be his last meeting.

Selectman Welch thanked Board members for their remarks.

Selectman J. Wood reported on the Planning Board meeting and that Shane Carter resigned from the Conservation Commission.

Motion by Selectman J. Wood to send a letter of regrets to Shane Carter for his resignation from the Conservation Commission. Selectman Weldy seconded. Motion passed.

Board Members extended a thank you to Ann Sharpe who resigned as Executive Secretary to the Town Manager.

Town Manager's Report:

Town Manager Bates said it was a pleasure to work with Selectman Wayne Welch, and this has been a very good Board to work with.

Town Manager Bates extended his appreciation to Ann Sharpe. He said Ann will be missed, but she has taken a prestigious position with another community and my best wishes to her. He said Donna Giberson will be helping out until he hires another secretary.

Ann Sharpe thanked the Board of Selectmen and Town Manager Bates for the opportunity to work for them and the Town of Raymond. She said that she worked with some very nice people, and she would miss them.

Town Manager Bates reported on the departments.

Building & Health: An estimated 130 building permits for new homes this year.

Town Clerk/Tax Collector: The office will be closed for one hour on Election Day since one of the employees is out on a family emergency.

Recreation: The Volunteer Banquet is on March 27th.

Public Works: The department has started spring cleanup.

Adjournment:

Motion by Selectman Welch to adjourn. Selectman Weldy seconded. Voted unanimously.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Ann M. Sharpe
Executive Secretary