



**Application for Innovative Readiness Training
Request for Military Assistance**

Table of Contents

Page

Application.....1

Letter RE: Tax Deduction Status.....7

Article of Incorporation.....8

Statement of Non-Compete.....9

Non-Compete Ads.....10

Summary of Projects from Consultant: Sebago Technics.....13

Project #1: Public Safety Tower Site

Attachment B.....18

Summary Sheet.....20

Zoning Map.....21

Tower Specifications.....22

Preliminary Site Plans.....26

Project #2: Oakledge Hills Fire Pond

Attachment B.....27

Summary Sheet.....29

Zoning Map.....30

Project #3: Public Safety Sight Distance Improvements & Lot Clearing

Attachment B.....31

Summary Sheet.....33

Zoning Map.....34

Project #4: Rebuilding Public Recreational Fields: Mill Street Baseball Fields

Attachment B.....35

Summary Sheet.....36

Zoning Map.....38

Project #5: Farwell Drive Recreational Complex

Attachment B.....	39
Scope of Work Summary from Town Engineer: Sebago Technics.....	42
Summary Sheet.....	49
Zoning Sheet.....	51
Attachment E.....	52

**Office of the Assistant Secretary of Defense
Reserve Affairs
1500 Defense Pentagon
Washington, DC 20301-1500**

**INNOVATIVE READINESS TRAINING
REQUEST FOR MILITARY ASSISTANCE**

This application is to be used by all civil organizations or governmental agencies requesting Civil-Military Innovative Readiness Training (IRT) support as authorized by section 2012 of Title 10, United States Code. Applications are to be mailed to:

OASD/Reserve Affairs
Attn: IRT Director
1500 Defense, Pentagon
Room 2E573
Washington, DC 20301-1500

All IRT applications for support will be reviewed for completeness and eligibility. The applications will be forwarded to the Service IRT Program Managers and the Services will review the event for unit and individual training opportunities. The Services will forward a request to support the training event to the Office of the Assistant Secretary of Defense for Reserve Affairs (OASD/RA) for final review and approval. It is imperative that the information provided by the requesting official(s) be accurate and complete. A requesting official is an individual who submits the request and can sign contracts or commit funds and resources on behalf of the requesting organization. Specific information related to medical (Attachment A), engineering (Attachment B), and transportation and dive (Attachment C) training events must be included with this application. Complete the additional documents as appropriate for the training event. Any additional letters, documents, maps that would provide more information or details to the proposed training event also should be attached to the application as appropriate. Any request for support that will exceed one year must submit an annual request for military participation with all supporting documentation. **The application must be completed annually for the length of the training event.**

Please include copies of documents listed below with this application:

1. 501 C3 letter- required for non-profit organization request, must not be more than 10 years old (**Not Applicable- See attached letter**)
2. Articles of Incorporation
3. By-laws (**See www.raymondmaine.org for Local Ordinances and Policies as adopted by the Board of Selectmen and Annual Town Meeting Process**)
4. Copy of newspaper ads which were published twice on two separate dates. State/Federal/local government entity to use their required process to advertise for this training event; ie: advertisement in FedBizOpps or contract ads. Ad must be published annually for the length of the training event.
5. Affidavit of publication (annual requirement for the length of the training event)
6. Environmental study if appropriate
7. Statement of non-competition (Attachment D)
8. Release of liability (Attachment E)

The execution of any approved IRT training event is contingent upon the availability of funding and DoD resources.

1. Name of community, agency, State or Federal entity requesting military support:

Town of Raymond, Maine

1a. Is the requesting agency/organization a military entity, either State or Federal, active, reserve or Guard?

Yes _____ No **X**

1b. Is the requester a non-profit organization or entity other than city, state, federal entity?

Yes ___ No **X**

If the answer is yes, attach a copy of the articles of incorporation, 501C3 letter, and organization by-laws with this application.

2. Address of requesting organization:

401 Webbs Mills Road		
Raymond, Maine 04071		
City	State	Zip

3a. Will this training event take place at a location different from the address listed above?

Yes **X** No _____ If yes, include address in block below.

~0 Valley Road (016.092-001)
~0 Oakledge Hill Road (007/008A)
~1443 Roosevelt Trail (004/106A)
~63 Mill Street (048/011)
~0 Farwell Drive (014/034)
Raymond, Maine 04071

3b. Does the requestor have ownership of real estate or real property where this training is to take place? Yes **X** No _____ Property owned by _____

4. Will this training event take place on a state or federal military installation, post, fort, base or other facility or property operated/leased/owned by or housing a federal or state military service or component?

Yes _____ No **X**

5. Information for requesting official submitting request for support:

Name: Don Willard & Danielle Loring
Title: Town Manager & Executive Assistant
Phone number: 207-655-4742 x 133
Email address: don.willard@raymondmaine.org/ danielle.loring@raymondmaine.org
I have authority to enter into a binding agreement/MOU/MOA on behalf of the agency I represent:
Yes X (With appropriate approvals) No _____
I have authority to commit resources or funds on behalf of the agency I represent:

Yes **X (With appropriate approvals)** No _____

6. Check which community facilities are available (at no expense) for use by military during the training event.

- Lodging **X**
- Guard armory **NA**
- City hall offices **X**
- Community Center **NA**
- Airfield Hangar **NA**
- Clinic **NA**
- School **X**
- Office Trailers **X** (Broadcast Studio)
- Other: Public Safety Buildings (District #1 & #2)

7. What contributions or resources will be provided by the requesting organization to assist this proposed IRT training event? Place an “x” next to each that applies.

- Computer/internet access **X**
- Transportation **X**
- Meals
- Telephone access **X**
- Construction supplies **X**
- Office space **X**
- Fax machine **X**
- Building materials **X**

7a. Other assistance/financial/facilities provided by the requesting agency/community:

The Town of Raymond will offer any additional assistance within its capacity that may not be apparent at the time of this application.

8. What other funding/support is being contributed to this training event?

Fed/State/Local/Private	Department	Amount of funding Requested	Amount of actual appropriated funds/date appropriated
Example- Federal	Dept of Transportation	\$1,000,000	\$500,000 1 Oct 2008
Local	General Fund	TBD	NA

9. Specify and explain three prioritized time frames for the requested IRT support.

TIME FRAME	REASON FOR SPECIFIC TIME PERIOD
May-Sept. 2014	Construction Season
May-Sept. 2015	Construction Season
May-Sept. 2016	Construction Season
May-Sept. 2017	Construction Season

10. Describe any special events/holidays/activities/ or local issues that may be ongoing during the training period. Include any situations that the military should be aware of that may impact their activities in the community.

The only time constraint is that school is in season until mid-June and resumes in late August, which limits the use of those facilities.

11. What is the projected length of time needed to complete this training event?

It is believed that some of these projects can be completed in two construction cycles. Other smaller projects (dry hydrant maintenance) may only need a smaller duration to complete.

12. Federal, state, city **engineering training events** - has this training event been listed on the federal/state/county/city websites for engineering projects and advertised according to federal/state/county/city contract law or the contract bid process?

Yes **X (Pending)** No ___ **This is an annual request for the length of the event.**

If no, please attach an explanation to why this process was not completed.

All training events- Please include the public notice ads that were placed in the newspaper for the minimum state required time for public notices.

Attach a copy of the ads and notarized affidavit stating the ads were published and what was the response to the ads. If this is a multi-year event, a new ad must be published annually.

12a.

Place of advertisement	Date advertised
Lake Region Weekly	Friday, October 18, 2013
Lake Region Weekly	Friday, November 1, 2013

13. Is the requested support available from a commercial entity?

Yes ____ No **X**

A negative response means there are no contractors or companies in the area/community of the training event that conduct this type of business.

13a. If services are available from a commercial entity, has the official submitting this request received a “certificate of non-competition” from the commercial entity that would otherwise provide such services? **N/A**

Yes ____ No ____

If applicable, attach a copy of the “certification of non-competition”.

14. Has this training event been presented to any of the following entities: provide name beneath title if applicable.

US Senator	Governor	State Senator	City Mayor
US Congressman	State TAG	State Representative	Other: Board of Selectmen

15. Remarks (attach additional sheet if necessary)

The Town of Raymond is located in Cumberland County on the northeastern shore of Sebago Lake in the heart of Maine's Sebago Lakes Region. Raymond is bordered by the towns of Windham, Gray, Poland and Casco as well as serving as the mainland connection for the Town of Frye Island via the ferry landing on Raymond Cape. Raymond is approximately twenty miles distance from both Portland, Maine's largest city, and the second largest population center of Lewiston-Auburn¹. Convenient access to Raymond is provided via State Routes 302, 85 and 121.

Raymond today is a four season recreational destination with a three fold increase in population from the year round U.S. Census Bureau count of 4436² to approximately 12,000 population in the summer. It is a prime location for luxury second homes and more rustic traditional summer camps as well as having several large children's and scout camps, including Camp Hinds. It is estimated that the Sebago Lake Region receives 450,000 to 500,000 annual overnight visitors, capturing 2.6% of the State's 17.8 million annual visitors³. Raymond is considered to be one of the top reasons to visit the area with six pristine lakes and ponds and scenic mountain views within its boundaries attracting day visitors and long term renters alike. The Town also has a relatively high median income, ranking seventeenth in the State at \$67,917⁴. The healthy living environment, combined with easy commuting distances to nearby cities and transportation centers, makes Raymond an attractive area for growing families and doing business.

The Town has an active and diverse business corridor located along Route 302 bordered by expansive and beautiful outdoor public flower gardens and connected by pedestrian-friendly sidewalks, which also connect to two of the Town's three public beaches and a large boat launch. Major industries in Raymond include Dielectric Communications, a worldwide leader in telecommunication towers, and premier yacht builders, Sabre Yachts.

¹ U.S. Census Bureau, *2010 Census of Population and Housing, Population and Housing Unit Counts, CPH-2-21, Maine*
U.S. Government Printing Office, Washington, DC, 2012

² *Ibid.*

³ Maine Office of Tourism: Visitor Tracking Research 2011 Calendar Year Annual Report (April 2012)
<https://www.visitmaine.com/resource/visitmaine/vault/application/mainervisitortrackingresearch2011annualreport4-13.pdf>

⁴ United States of America. State of Maine. Office of Policy and Management. *2011 Median Income by Town*. Web. 11 Aug. 2013. <<http://econ.maine.gov/index/build>>.

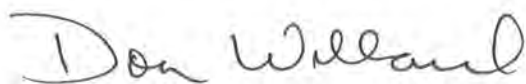
Previously, the Town of Raymond had a preliminary commitment from the Maine Army National Guard to assist in developing a recreational complex and perform work for the Boy Scouts. The National Guard was unable to initiate the project as they were deployed for active duty overseas. Earlier this year, the Town was contacted by Boy Scouts of America Scout Executive Eric Tarbox about working together on a new shared project. Elected officials and staff have expressed great enthusiasm concerning the prospect of completing several beneficial projects to help us better serve our community.

The Town has an excellent track record of successfully committing resources and completing large scale projects such as the Route 302 Corridor Improvement Project; the construction of the Raymond Public Safety Building, the Portland Water District Line Extension Project (first new member community in 50 years); two successful and major Rural Road Initiative (RRI) road construction projects in partnership with the Maine Department of Transportation (MDOT); acquisition and development of a major boat launch/beach facility on Sebago Lake with Inland Fisheries and Wildlife (IF&W); and successful management and development of Tassel Top Park acquired by the State of Maine under the "Land For Maine's Future" Program and operated by the Town of Raymond as an enterprise fund by the Tassel Top Board of Directors.

We are pleased to receive an opportunity again to work with the Boy Scouts of America, who have always been good neighbors and a positive element of our community, and the National Guard. In return for this service, we will assist in any way possible to see that the Civil-Military Innovative Readiness Training (IRT) participants receive quality training opportunities to help improve their skills in the service of our Country. We understand that there may be a financial obligation, as well as a commitment to providing staging areas and related support facilities for the troops to lodge and deploy. Once we have confirmed interest with the National Guard, we will work quickly to secure funding through the local town meeting approval process. We are extremely grateful for this opportunity to move forward with some much needed projects to benefit Raymond's Public Works, Public Safety and Recreation programs.

Don Willard

Printed name of requesting official/civil authority



Signature of requesting official/civil authority

Date: October 25, 2013

Mail application to:
OASD/Reserve Affairs
Attn: IRT Director
1500 Defense, Pentagon
Room 2E573
Washington, DC 20301-1500



Danielle Loring
Executive Assistant
danielle.loring@raymondmaine.org

Town Office 655-4742
Fax 655-3024

Assessing 655-4712
Code Enforcement 655-3066

Fire/Rescue/Dispatch
(non-emergency) 655-7851

Public Works Garage
655-2018

October 11, 2013

OASD/Reserve Affairs
1500 Defense, Pentagon
Room 2E573
Washington, DC 20301-1500

To Whom It May Concern:

We acknowledge that you have not received good or service in consideration of this project. Contributions to the Town of Raymond are tax deductible under Section 170(c)(1) of the Internal Revenue Code.

Respectfully,

Danielle Loring
Executive Assistant

Cc. Don Willard, Town Manager

ACTS, 1803. — CHAPTERS 31, 32.

491

1803. — Chapter 31.

[May Session, ch. 31.]

AN ACT TO INCORPORATE THE PLANTATION, CALLED RAYMOND, IN THE COUNTY OF CUMBERLAND INTO A TOWN BY THE NAME OF RAYMOND.

SEC. 1. *Be it enacted by the Senate, and House of Representatives, in General Court assembled, and by the authority of the same,* that the Plantation of Raymond, ^{Boundaries.} in the County of Cumberland, bounded as follows; vizt. beginning at the Northwesterly corner bounds of Windham, and extending due North-East seven Miles, and one half; thence on a Northwest course, seven, and an half miles; thence from the first mentioned bounds extending up the North-east side of Sabago Pond, as the Pond runs, until a North-east line shall terminate at the head of seven, and half miles on the North-east side line; with the inhabitants thereon, be, and they hereby are incorporated into a Town by the Name of Raymond; and the said Town is hereby vested with all the Powers, Privileges, and Immunities which other Towns in this Commonwealth, do, or may by Law enjoy.

SEC. 2D. *And be it further enacted,* that John K. Smith ^{First meeting.} Esqr. be, and he hereby is empowered to issue his warrant, directed to some suitable inhabitant within said Town, requiring him to warn a meeting of the inhabitants thereof, to meet at such time, and place, as shall be expressed in said warrant, for the purpose of choosing such Town Officers, as other Towns are empowered to choose in the Months of March and April annually.

Approved June 21, 1803.

1803. — Chapter 32.

[May Session, ch. 32.]

AN ACT TO ANNEX AN ISLAND, SITUATE IN CHARLES RIVER, BETWEEN THE TOWNS OF NEEDHAM IN THE COUNTY OF NORFOLK, AND NEWTON, IN THE COUNTY OF MIDDLESEX, TO THE SAID TOWN OF NEWTON.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the Authority of the same, That the Island situate in Charles River, between the towns of Needham in the County of Norfolk,

Attachment D

Statement of Non-Competition

The Innovative Readiness Training (IRT) Event Construction and Road Work Project

(name of event) located in Town of Raymond (city), Maine (state) for Fiscal Year 2014, would not compete with the services offered by civilian companies/vendors/entities or private providers. For the reasons set forth below the requested IRT assistance is not reasonably available from a commercial entity.

On two occasions, (date) October 18, 2013 and (date) November 1, 2013 an advertisement for the services/training to be performed by the military has been advertised in (name of publication) Lake Region Weekly consistent with the requirements of the IRT Program and the rules, if any, of the requesting organization. Copies of each advertisement are attached to the application.

No responses have been received by the designated deadline specified in the advertisements, and this organization has received no objection to the military participation in this training.

Printed Name: Danielle E. Loring

Signature: 

Title: Executive Assistant

Organization: Town of Raymond

Phone: 207-655-4742 x 133

Date: November 20, 2013



Current Publishing

P.O. Box 840 • Westbrook, Maine 04098
(207) 854-2577 • Fax: (207) 854-0018

I, Lee Hews, Publisher of Current Publishing, do hereby testify that the attached legal advertisement was run for (2) consecutive weeks in

Lakes Region Weekly
Name of Newspaper

Lee Hews
Lee Hews
Publisher

Signed in my presence this

7th Day of Nov, 2013

Mark Hevs
Notary Public

MARK HEVS
Notary Public, Maine
My Commission Expires September 28, 2018

Lakes Region Weekly

Friday, October 18, 2013

Vol. 11 Issue 2

PUBLIC NOTICE

Notice to construction contractors, labor unions, and private contractors

The Town of Raymond intends to solicit assistance from the Innovative Readiness Training Program under the Military Assistance Program in the Office of the Assistant Secretary of Defense for Reserve Affairs.

The Project assistance will include site preparation and road work to support the Town of Raymond's operations and activities.

Local contractors, labor union organizations or private contractors who have questions or who wish to voice opposition of the Office of the Assistant Secretary of Defense for Reserve Affairs' assistance regarding this project may contact Town Manager Don Willard at 207-655-4742 ext 131 no later than 30 days after publication of this notice. Persons not filing comments within the time frame noted, will be considered to have waived their objections to the participation of the Office of the Assistant Secretary of Defense for Reserve Affairs in this project.



Vicki Toole

Inside Naples

Contact her at:
trjv@fairpoint.net
(207) 939-2436

PUBLIC NOTICE

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October 8, 2013
13300

Danielle Loring
Executive Assistant
Town of Raymond
401 Webbs Mill Road
Orono, ME 04473

Army National Guard (ANG), Phase I Projects

Dear Danielle:

I thought it would be helpful to prepare a summary letter report for the Phase I projects to be completed as part of the Army National Guard Work. The phase I work comprises a variety of projects that will require varying degrees of upfront planning, engineering and permitting along with the Town providing raw materials for each project. The ANG will require engineered plans to construct each project along with all applicable environmental permits. The Town will need to contribute all materials to support the ANG. It will also be important to confirm with the ANG that they possess the skill sets necessary for some of the work requirements.

Project No. 1 - Valley Road Tower Facility:

A. Project Description: This project is intended to provide an essential communications project for the Town. The Fire/Rescue Department has obtained a 100 foot tall self-supporting tower suitable for mounting antennae in support of town public safety communications. The Town has a purchase and sell agreement on the property and completed a boundary and topographical survey. Construction activities will require a short gravel access road and level pad for the Tower, precast electronic hut and generator. The entire area will be fenced in and is expected to occupy less than 20,000 square feet of development area. Construction needs from the National Guard will include heavy equipment (excavator, dozer, compactor and dump trucks) to grade the proposed access drive and tower pad along with placing gravel materials and crushed stone for the town pad. In addition, excavation will be needed for the tower foundation along with forming and installation of the concrete foundation. Work will also need to include trenching and installation of underground electrical and telecommunications cables (in conduit) to the electrical control building next to the tower. Erection of the tower will require a crane and labor skilled in tower assembly which we assume will be provided by the ANG.

B. Town Provided Materials: Road gravel, crushed stone, fencing, pre-cast control building, antennae, concrete for foundation, electrical wire and conduit, loam, seed and mulch. The Town will also provide engineered site drawings.

C. National Guard Equipment and Labor: Land clearing, rough and finish grading, placement of gravel and compaction, foundation installation, tower erection, crane, installation of fencing, trenching and installation of electrical cable and conduit, electrical wiring, installation of generator and control building.

D. Permitting: Since the project will create less than 1 acre or 20,000 square feet (Watershed most at risk) of new non-revegetated surface the project will not require any environmental permitting. In addition, since the project will result in less than 1 acre of disturbed land area, the project will not require a Notice of Intent to Comply (NOI) under the federal NPDES. At the local level, the Town Code Enforcement Officer has determined the project will not require any local permitting other than a building and electrical permit along with a roadway entrance permit from the Town Public Works Director. Each of this will be obtained by the Town prior to any construction activities.

E. Town Project Costs: The following provides a planning level cost estimate for the project. This cost estimate will be subject for modification once a final design is completed.

Description	Town Cost	ANG Provided Work
Boundary and Topographical Survey of the property:	\$5,400	
A structural analysis to calculate base reactions from which to design a foundation. This will also include a visual review of the tower.	\$3,800	
A tower of this type will also need to have a geotechnical evaluation for a proper foundation design. We have contacted S.W. Cole to provide the geotechnical work. Attached is their scope of work and fees. We would have them work directly for the Town but will coordinate the effort.	\$4,800	
Preparation of a site layout plan for construction, general consulting and coordination with the Town. File FAA 7460.	\$4,200	
Allowance for construction coordination and oversight.	\$4,500	
Roadway/Pad Gravel – (600 C.Y.)	\$15,000	
Loam & Seed (2,000 s.y.) & Erosion Control	\$7,500	
Tower Fencing (250 feet)	\$3,000	
Precast Concrete Control Building	\$9,000	
Generator (allowance)	\$20,000	
Concrete & Rebar (allowance) for foundation	\$15,000	
All Excavation Work		X
Tower Erection		X
Electrical Work & Design	\$5,500	X
Misc. Cable, Electrical and Electrical Supplies (allowance). Includes allowance for CMP and new service to tower site.	\$20,000	
Estimated Totals	\$117,700	

Project No. 2 - Fire Ponds:

A. Project Description: Dredging and maintenance of two existing town fire ponds. Both ponds have accumulated silt and sediment together with vegetation reducing capacity and interfering with pumping operations. Work will include utilizing a large excavator to remove the sediment buildup and truck the material to a town designated site. After excavation, the screen inlet will need to be cleaned and repaired if needed.

B. Town Provided Materials: No materials are expected with the exception of new inlet pipe materials and screen. If these are needed, the Town will provide.

C. National Guard Equipment and Labor: All labor and equipment required to remove the sedimentation and silt build-up together with trucking to haul the excavated material to a town owned facility.

D. Permitting: Section 480-Q(9) of the NRPA exempts from permitting emergency repair or normal maintenance and repair of existing public works which affect any protected natural resource. An activity which is exempt under this subsection shall employ erosion control measures to prevent sedimentation of any surface water, shall not block fish passage in any water course and shall not result in any additional intrusion of the public works into the protected natural resource. No local permitting is required.

E. Town Project Costs: The following provides a planning level cost estimate for the project. This cost estimate will be subject for modification once a final design is completed.

Description	Town Cost	ANG Provided Work
Topographical Survey of the properties.	\$3,500	
Preparation of a site layout plan for construction, general consulting and coordination with the Town.	\$3,000	
MDEP Permit by Rule.	\$500	
Replace Pipe, Hydrant and Screen (each).	\$5,000	X (Labor)
Loam & Seed & Erosion Control.	\$1,500	
Construction Coordination/ Engineering	\$1,500	
All Excavation Work – Town to provide location for dredging.		X
Estimated Totals	\$15,000	

Project No. 3 – Fire Station Lot Clearing:

A. Project Description: Selective clearing to improve sight distance at the intersection of Main Street and Route 302.

B. Town Provided Materials: No materials are expected with the exception of some erosion control.

C. National Guard Equipment and Labor: All labor and equipment required to remove trees, brush and stumps.

D. Permitting: This project will require an amendment to the MDEP stormwater permit issued for the Town Fire Station project. The original permit stipulated requiring buffering for phosphorus mitigation. An engineering analysis will be required to determine if the proposed project is feasible without involving significant modifications and structural improvements.

E. Town Project Costs: The following provides a planning level cost estimate for the project. This cost estimate will be subject for modification once a final design is completed.

Description	Town Cost	ANG Provided Work
Engineering analysis and permitting modifications.	\$9,500	
MDEP Permit application Fee (approximate).	\$1,000	
Loam & Seed & Erosion Control.	\$1,500	
Construction Coordination/ Engineering	\$1,000	
All clearing, stumping, brush removal. Cost of a chipper to be provided by Town.	\$2,500	X
Estimated Totals	\$15,500	

Project No. 4 – Mill Street Recreational Field:

A. Project Description: The Mill Street recreational fields consist of two baseball diamonds and a gravel parking lot. The fields experience poor seasonal drainage conditions resulting in an undesirable playing surface. Prior investigations conducted by Sebago Technics, Inc. indicated an elevated groundwater condition combined with surface materials and topography that adversely impact drainage. Project objectives include removing the existing playing and surface, adding material to increase the separation to groundwater and provide improved playing surface materials. This is a fairly major undertaking and will require removal all existing fencing and associated lighting and physical improvements. After modifying the playing surface, either existing or new fencing, lighting and dugouts will need to be installed. In addition, we recommend the parking lot be modified to provide either a paved surface or a reclaim gravel surface.

B. Town Provided Materials: Gravel, crushed stone, fencing, dugouts, lighting, electrical wire and conduit, loam, seed and mulch. The Town will also provide engineered site drawings.

C. National Guard Equipment and Labor: Land clearing, rough and finish grading, placement of gravel and compaction, , trenching and installation of electrical cable and conduit, electrical wiring, lighting, parking lot construction, placement of dugouts and labor/equipment for other physical improvements.

D. Permitting: The project site is an existing baseball field and will be rebuilt in the same location. Permitting is expected to be limited to a Notice of Intent to Comply (NOI) with the Maine NPDES program.

E. Town Project Costs: The following provides a planning level cost estimate for the project. This cost estimate will be subject for modification once a final design is completed. To conserve costs, we have assumed the existing lighting will remain in place and be reused, existing fencing can be salvaged and reused and dugouts/snack shack can be relocated and reused.

Description	Town Cost	ANG Provided Work
Boundary and Topographical Survey of the property:	\$9,500	
Engineering and site planning to develop construction plans and construction services	\$16,500	
Allowance for construction coordination and oversight.	\$4,500	
Add 12 inches of drainage sand – (6000 C.Y.)	\$90,000	
Loam & Seed (3,000 S.Y.) & Erosion Control	\$75,000	
Supplemental new fencing (allowance)	\$10,000	
Parking Lot Gravel/Reclaim (600 C.Y.)	\$14,000	
Electrical Work (materials only) & Design (allowance)	\$20,000	X
All Excavation Work		X
Estimated Totals	\$239,500	

As always, please feel free to contact me with any questions.

Sincerely,

SEBAGO TECHNICS, INC.

Owens A. McCullough, P.E., LEED-AP
 Vice President, Engineering/Project Development
 OAM:oam/jsf

Attachment B Engineering Training Event:

1. Public Safety Tower Site

Location: 0 Valley Road – Map 016, Lot 092-001			
Type of engineering training: Vertical (buildings)	X	Horizontal (roads)	X
Description of training event:			
<p>This project involves a vacant backlot that was purchased by the Town for the purpose of erecting a 100 foot, self supporting communications tower. An access road will need to be constructed to reach the tower site. The tower site will need to be cleared and prepped for construction of the tower and gravel pad for a precast building. Underground electrical will also be installed and wired.</p>			

2. Training specifics: other items already completed should be added to the list or attached as addendums to this application.

Descriptive requirements	Completed by requesting entity- on file and submitted with this request	Date completed	Date to be completed	Not applicable
Environmental study	---	---	---	X*
Land use permits	Town CEO	---	Dec. 2014	---
Blue prints/design	Town Engineer	---	Jan. 2014	---
City building permits	Town CEO	---	Jan. 2014	---
Right of way permits	Town CEO/PWD	---	Jan. 2014	---
Training timeline	May-Sept 2014	---	---	---
Survey	Town Engineer	Sept. 2013	---	---

*Project size is small enough to not require and State of Federal environmental studies.

Attachments:

- Location Map
- Site Photos
- Survey
- Concept Plan

3. Please place an “X” beside each service that is anticipated to be needed in completing this training: this is an initial estimate of the work to be done. The military will assess the training and make assignments as needed at the initial planning conference.

Electricians	X	Project management	X	Water purification
Plumbers		Truck drivers	X	Fuel farm
Carpenters		Steelworkers	X	Maintenance facility
Brick layers	X	Welders		Other: Engineers
Heavy Equipment operators	X	Warehousemen		Communication Specialists

4. Has your organization ever received past engineering support from the military? If so, state which community, what type of support, when it occurred and the length of time the military was in the community.

***None- The Town of Raymond has not received any past military support.**

Community	Type of support – brief project description	Dates of engineering support	Length of time in the community
a.			
b.			
c.			

5. Additional Comments

Task Work:

- Access Road Construction
- Logging
- Earthwork
- Construction of Foundation
- Electrical
- Erecting Tower
- Precast pad preparation

Permitting:

- ~Site Plan Approval (Local Staff Review)
- ~Notify FAA Through 7460 Process
- ~Entrance Permit (Local CEO/PWD)

Project 1#: Valley Road Public Safety Radio Tower Site
ID: Public Safety Tower
0 Valley Road
Map 016, Lot 092-001

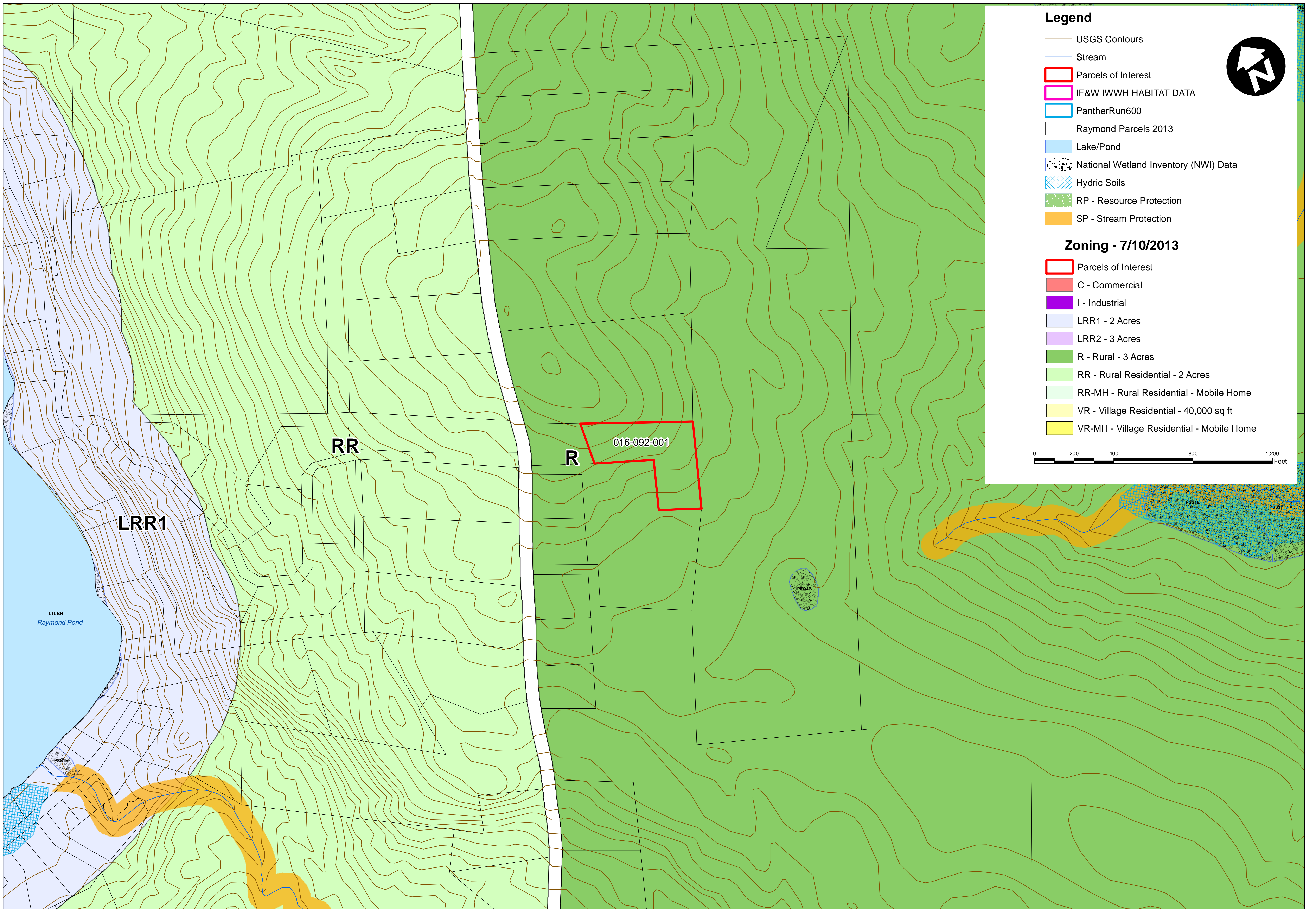


This project involves a pending land purchase and development project located on the Valley Road. The sole purpose of purchasing this parcel is to erect a 100' self-supporting communication tower for use by Raymond Public Safety and Public Works Departments. This project would involve clearing and constructing the access road; clearing and stabilizing the tower site; as well as constructing the tower support pad.

Due to the extremely hilly topography in Raymond, there are several “dead zones” hindering Emergency Public Safety radio communications. Signals cannot be received between ground crews and back to central dispatch. This not only puts the safety of the personnel in danger, but poses a significant threat for those requiring emergency services.



● Proposed tower site



Legend

- USGS Contours
- Stream
- Parcels of Interest
- IF&W IWWH HABITAT DATA
- PantherRun600
- Raymond Parcels 2013
- Lake/Pond
- National Wetland Inventory (NWI) Data
- Hydric Soils
- RP - Resource Protection
- SP - Stream Protection

Zoning - 7/10/2013

- Parcels of Interest
- C - Commercial
- I - Industrial
- LRR1 - 2 Acres
- LRR2 - 3 Acres
- R - Rural - 3 Acres
- RR - Rural Residential - 2 Acres
- RR-MH - Rural Residential - Mobile Home
- VR - Village Residential - 40,000 sq ft
- VR-MH - Village Residential - Mobile Home

0 200 400 800 1,200 Feet

DATA SOURCES
 TOWN OF RAYMOND, MAINE
 PARCEL MAPPING - 4/1/2012
 ZONING MAP - 7/10/2013
 MAINE OFFICE OF GIS
 TOPOGRAPHIC AND ENVIRONMENTAL DATA
 NRCS GEOSPATIAL GATEWAY
 HYDRIC SOILS

REV.	BY:	DATE:	STATUS:
THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SEBAGO TECHNICS, INC. ANY ALTERATIONS, AUTHORIZED OR OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SEBAGO TECHNICS, INC.			

JOB NUMBER	DRAWN BY:
12240	JAG

WETLAND RELATED DATA
 FOR:
PARCEL(S) OF INTEREST
 TOWN OF RAYMOND, ME
 401 WEBBS MILLS ROAD
 RAYMOND, ME 04071

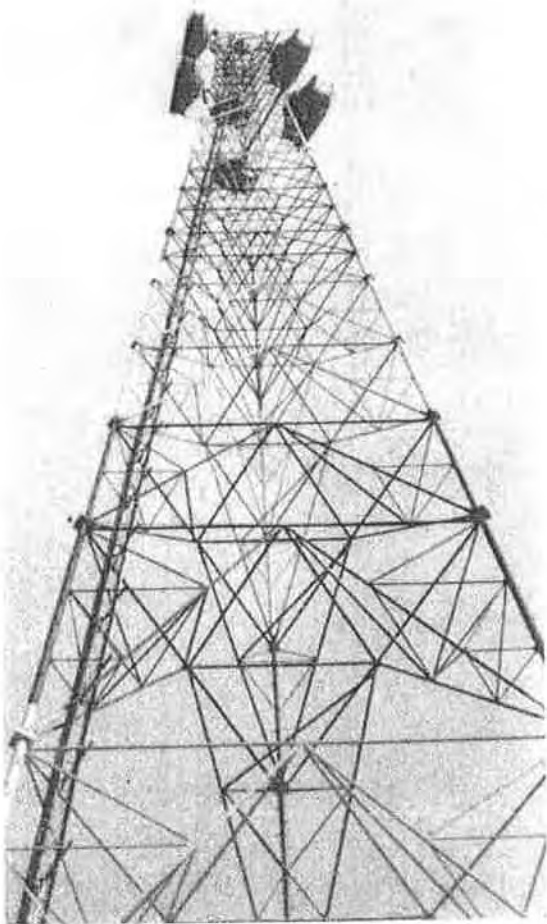
DATE	SCALE
10-25-2013	1"=200'

ROHN[®] SSV

SELF-SUPPORTING

COMMUNICATION TOWERS

Here is a superbly designed, unique tower series that fills a wide range of needs because of their extraordinary versatility! Widely used for all types of communication, broadcasting, microwave and industrial needs, the ROHN SSV series has many outstanding features to make it worthy of consideration for your requirements.



Outstanding Features of the **ROHN "SSV" Series Towers . . .**

- Designed for a minimum wind load of 30 psf. Towers requiring higher wind or ice loads are no problem due to the tower's amazing versatility.
- Standard designs available in heights to 500 feet depending on loading. Special towers available depending on specific requirements.
- The SSV series make use of primarily knock-down construction for on-site assembly, which reduces shipping costs.
- Towers for minimal loadings are available in welded construction in heights up to 60 feet, shipped in 20 foot sections.
- All components and hardware are Hot Dip Galvanized after fabrication with a zinc coating per E.I.A. Standards
- All ROHN SSV series towers are engineered, designed and fabricated to meet or exceed latest E.I.A. specifications.

ROHN MANUFACTURING
DIVISION OF 

P.O. BOX 2000 / PEORIA ILL 61606

**A PROVEN HEAVY-DUTY
VERSATILE TOWER SERIES
BY AMERICA'S FOREMOST
TOWER MANUFACTURER**





NOT FOR CONSTRUCTION

PROGRESS PRINT

LOCATION MAP N.T.S.

GENERAL NOTES

- THE RECORD OWNER OF THE LOCUS PARCEL AT TIME OF SURVEY WAS RANDALL C. PIKE AND DONNA M. PIKE BY WARRANTY DEED DATED FEBRUARY 25, 2003 AND RECORDED ON MARCH 14, 2003 AT THE CUMBERLAND COUNTY REGISTRY OF DEEDS (CCRD) IN BOOK 19022 PAGE 117.
- THE PROPERTY IS SHOWN AS LOT 92-1 ON THE TOWN OF RAYMOND TAX MAP 16.
- TOTAL AREA OF PARCEL IS APPROXIMATELY 3.65 ACRES.
- BOUNDARY INFORMATION SHOWN HEREON IS BASED UPON A FIELD SURVEY PERFORMED BY SEBAGO TECHNICS IN AUGUST OF 2013.
- PLAN REFERENCES:
 - PLAN OF DAN'S HILL FOR THERON HAMILTON, VALLEY ROAD, RAYMOND, ME DATED OCTOBER 2, 1976 BY C.R. STORER AND RECORDED AT CCRD ON DECEMBER 27, 1976 IN PLAN BOOK 115, PAGE 45.
 - STANDARD BOUNDARY SURVEY, PLAN OF LAND ON VALLEY ROAD IN RAYMOND, MAINE FOR STEVE CURT DATED DECEMBER 1994, AND REVISED THROUGH NOVEMBER 1, 1994 BY DANIEL T.C. LAPONT AND ON FILE WITH ROBERT YARUMINIAN, P.L.S.
- PLAN ORIENTATION IS GRID NORTH, MAINE STATE PLANE COORDINATE SYSTEM, WEST ZONE 1802-NAD83. ELEVATIONS DEPICTED HEREON ARE NAVD83, BASED ON DUAL FREQUENCY GPS OBSERVATIONS.

REV.	BY:	DATE:	STATUS:
A	CLB	08/30/2013	ISSUED FOR CLIENT REVIEW

SEBAGO
TECHNICS

WWW.SEBAGOTECHNICS.COM
250 South Portland, ME 04106
Tel. 207-200-2100

PROJECT NO. 13261

DESIGN	CHKD	DRAWN	BAM
WCS			

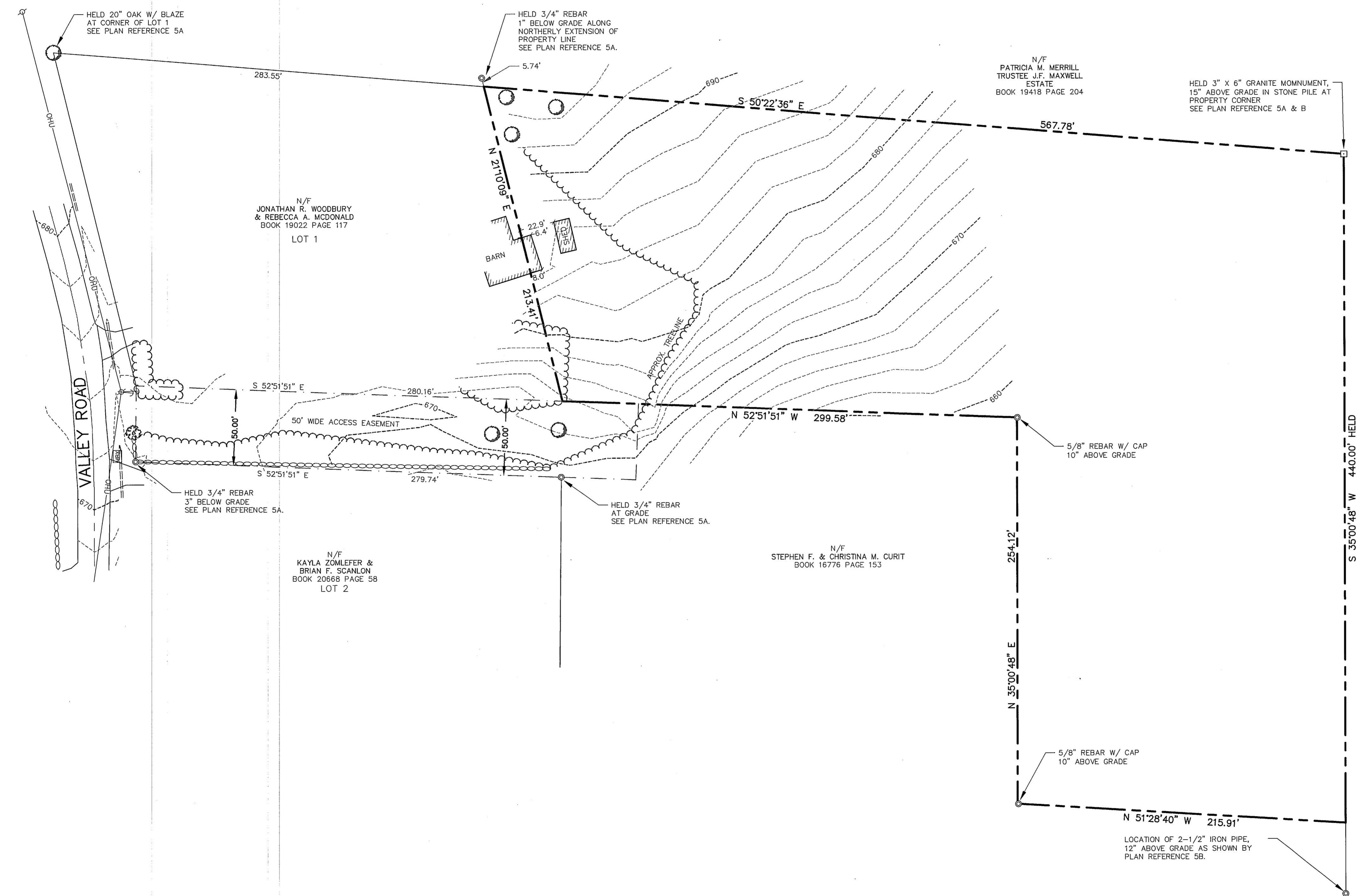
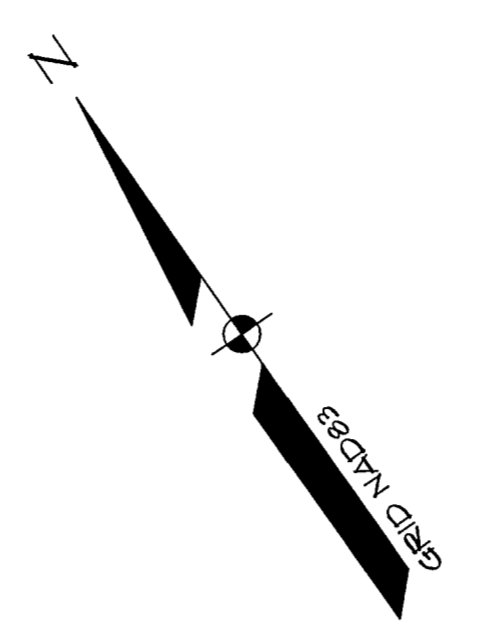
EXISTING CONDITIONS PLAN
OF:
RAYMOND COMMUNICATIONS TOWER SITE
VALLEY ROAD
RAYMOND, MAINE

FOR:
RAYMOND FIRE & RESCUE DEPARTMENT
1445 ROOSEVELT TRAIL
RAYMOND, ME 04071

DATE	SCALE
08/30/2013	1" = 40'

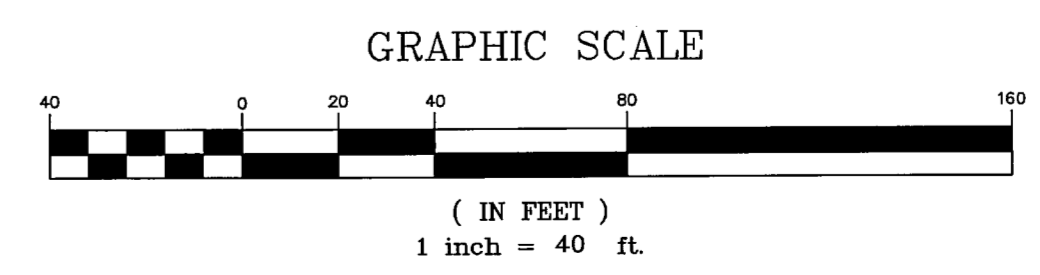
SHEET 1 OF 1

13261EC.dwg, TAB:EC



LEGEND

EXISTING	DESCRIPTION
—	BOUNDARY LINE/R.O.W.
- - -	ABUTTER LINE/R.O.W.
- · - · -	DEED LINE/ROW
- · - · -	EASEMENT
—	IRON PIPE/ROD
●	CAPPED 5/8" REBAR SET
[C1/L1]	DEED CALL
▭	BUILDING
⊗	CONIFEROUS TREE
○	UTILITY POLE



N/F
JONATHAN R. WOODBURY
& REBECCA A. MCDONALD
BOOK 19022 PAGE 117
LOT 1

N/F
KAYLA ZOMLEFER &
BRIAN F. SCANLON
BOOK 20668 PAGE 58
LOT 2

N/F
STEPHEN F. & CHRISTINA M. CURT
BOOK 16776 PAGE 153

N/F
PATRICIA M. MERRILL
TRUSTEE J.F. MAXWELL
ESTATE
BOOK 19418 PAGE 204

HELD 3" X 6" GRANITE MONUMENT,
15" ABOVE GRADE IN STONE PILE AT
PROPERTY CORNER
SEE PLAN REFERENCE 5A & B

Attachment B

Engineering Training Event:

2. Oakledge Hills Fire Pond

Location: 0 Oakledge Hills Road – Map 007, Lot 008A		
Type of engineering training: Vertical (buildings)	Horizontal (roads)	X
Description of training event:		
<p>This project involves an existing fire pond that requires maintenance. The pond will need to be dredged and the surrounding site will need to have trees and bushes trimmed back and removed. The components of the pipe will also need to be replaced if necessary.</p>		

2. Training specifics: other items already completed should be added to the list or attached as addendums to this application.

Descriptive requirements	Completed by requesting entity- on file and submitted with this request	Date completed	Date to be completed	Not applicable
Environmental study	--	--	--	X*
Land use permits	--	--	--	X
Blue prints/design	--	--	--	X
City building permits	--	--	--	X
Right of way permits	--	--	--	X
Training timeline	May-Sept 2014	--	--	--

Attachments:

- Location Map
- Site photos

3. Please place an “X” beside each service that is anticipated to be needed in completing this training: this is an initial estimate of the work to be done. The military will assess the training and make assignments as needed at the initial planning conference.

Electricians	Project management	Water purification
Plumbers	Truck drivers X	Fuel farm
Carpenters	Steelworkers	Maintenance facility
Brick layers	Welders	Other:
Heavy Equipment operators X	Warehousemen	

4. Has your organization ever received past engineering support from the military? If so, state which community, what type of support, when it occurred and the length of time the military was in the community.

***None- The Town of Raymond has not received any past military support.**

Community	Type of support – brief project description	Dates of engineering support	Length of time in the community
a.			
b.			
c.			

5. Additional Comments:

Task List:

- Heavy equipment operation
- Trucking to remove materials

Permitting:

~Exempt under Section 480-Q(9) of the NRPA

Public Safety Department:

Project #2: Dredging and Maintenance Dry Hydrants/Fire Ponds

Below are a list of dry hydrants that need to have required maintenance performed such as dredging, trimming trees, and cutting back brush.

A. Oakledge Hills Road

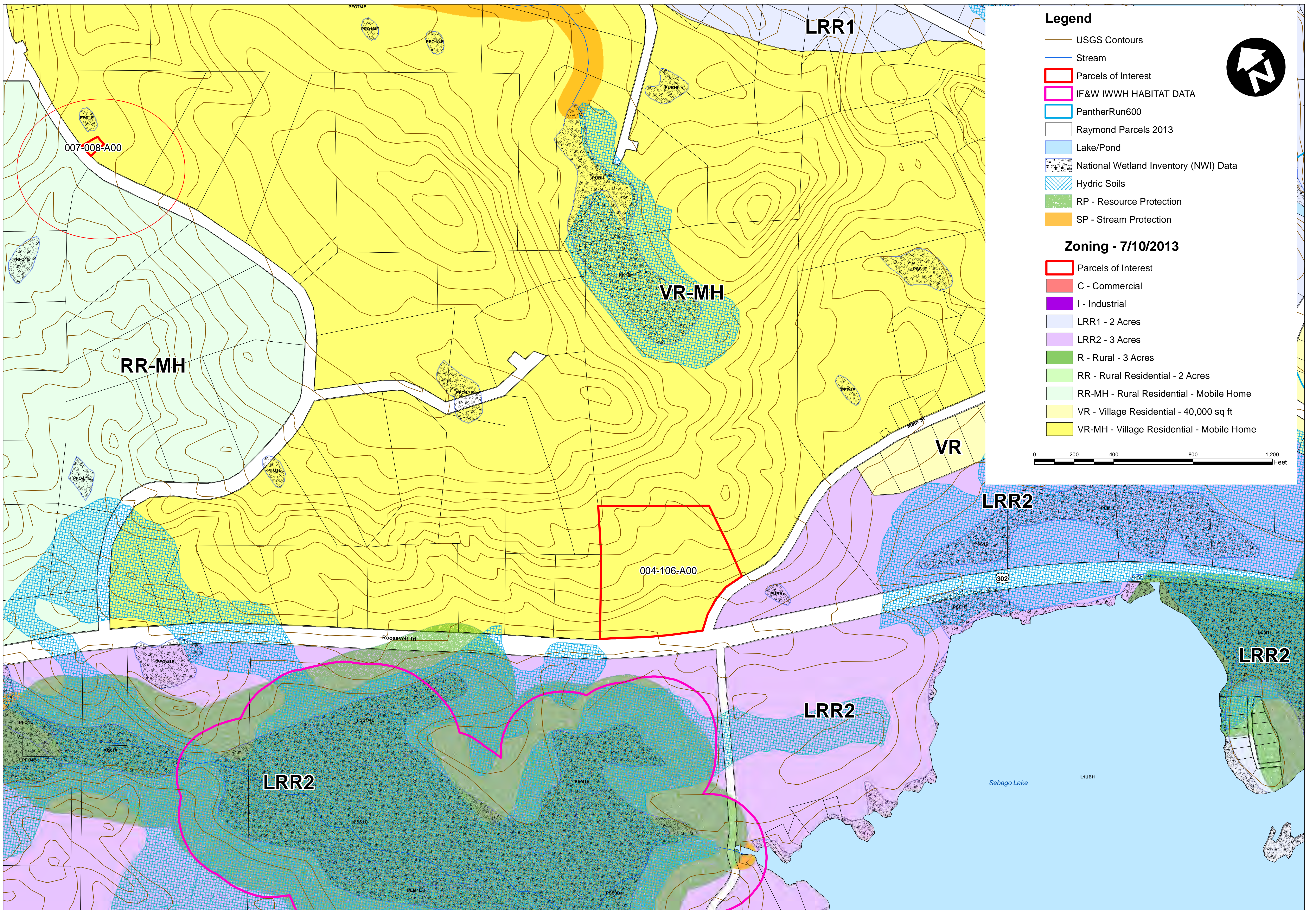
Map 007, Lot 008A



● Location of hydrant

Serves Oakledge Subdivision as well as several smaller roads in the area.





Legend

- USGS Contours
- Stream
- Parcels of Interest
- IF&W IWWH HABITAT DATA
- PantherRun600
- Raymond Parcels 2013
- Lake/Pond
- National Wetland Inventory (NWI) Data
- Hydric Soils
- RP - Resource Protection
- SP - Stream Protection

Zoning - 7/10/2013

- Parcels of Interest
- C - Commercial
- I - Industrial
- LRR1 - 2 Acres
- LRR2 - 3 Acres
- R - Rural - 3 Acres
- RR - Rural Residential - 2 Acres
- RR-MH - Rural Residential - Mobile Home
- VR - Village Residential - 40,000 sq ft
- VR-MH - Village Residential - Mobile Home

0 200 400 800 1,200 Feet

DATA SOURCES
 TOWN OF RAYMOND, MAINE
 PARCEL MAPPING - 4/1/2012
 ZONING MAP - 7/10/2013
 MAINE OFFICE OF GIS
 TOPOGRAPHIC AND ENVIRONMENTAL DATA
 NRCS GEOSPATIAL GATEWAY
 HYDRIC SOILS

REV.	BY:	DATE:	STATUS:

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JOB NUMBER	DRAWN BY:
12240	JAG

WETLAND RELATED DATA
 FOR:
 PARCEL(S) OF INTEREST
 TOWN OF RAYMOND, ME
 401 WEBBS MILLS ROAD
 RAYMOND, ME 04071

DATE	SCALE
10-25-2013	1"=200'

Attachment B

Engineering Training Event:

1. Public Safety Building Site Distance Work

Location: 1443 Roosevelt Trail – Map 004, Lot 106A		
Type of engineering training: Vertical (buildings)	Horizontal (roads)	X
Description of training event:		
<p>The purpose of this project is to improve site distance for public safety and rescue vehicles entering and leaving the property. The lot will need to be logged, cleared, stabilized and seeded.</p>		

2. Training specifics: other items already completed should be added to the list or attached as addendums to this application.

Descriptive requirements	Completed by requesting entity- on file and submitted with this request	Date completed	Date to be completed	Not applicable
Environmental study				
Land use permits	---	---	---	X
Blue prints/design	Town Engineer	---	Jan. 2014	---
City building permits	---	---	---	X
Right of way permits	---	---	---	X
Training timeline	May-Sept 2014	---	---	---

Attachment:

- Location Map
- Site Photos
- Concept Plan

3. Please place an “X” beside each service that is anticipated to be needed in completing this training: this is an initial estimate of the work to be done. The military will assess the training and make assignments as needed at the initial planning conference.

Electricians	Project management	Water purification
Plumbers	Truck drivers	Fuel farm
Carpenters	Steelworkers	Maintenance facility
Brick layers	Welders	Other: Landscaping
Heavy Equipment operators X	Warehousemen	Engineering

4. Has your organization ever received past engineering support from the military? If so, state which community, what type of support, when it occurred and the length of time the military was in the community.

***Note- The Town of Raymond has not received past military support.**

Community	Type of support – brief project description	Dates of engineering support	Length of time in the community
a.			
b.			
c.			

5. Additional Comments:

Task List:

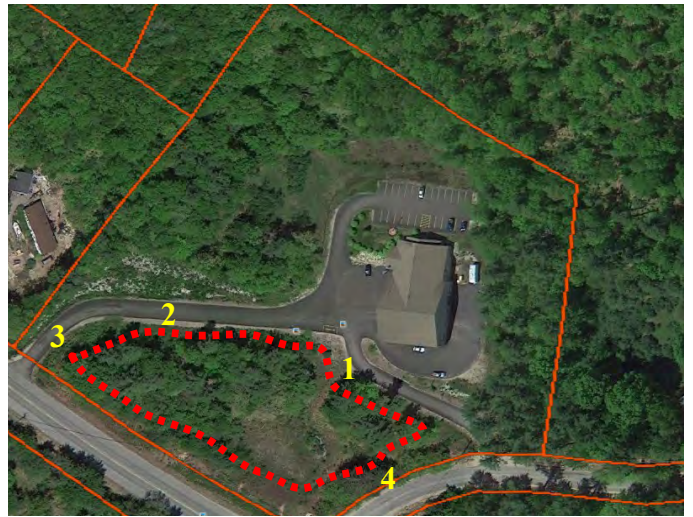
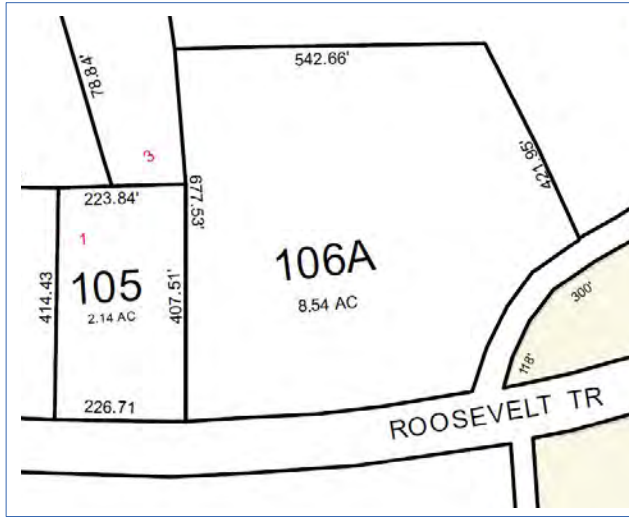
- Logging
- Stabilization/Earthwork
- Landscaping

Permitting:

- ~Site Plan Amendment (Local Planning Board)
- ~Erosion Control Permit (MDEP)

Project #3: Clearing of Vegetation and Stabilization
ID: Public Safety Building
1443 Roosevelt Trail
Map 004, Lot 106A

Clear vegetation along front portion of site, stabilize/grade soil and seed area to improve sight distance for rescue personnel. This would also provide higher visibility of the Public Safety Building for motorists.



1. Site conditions towards Route 121



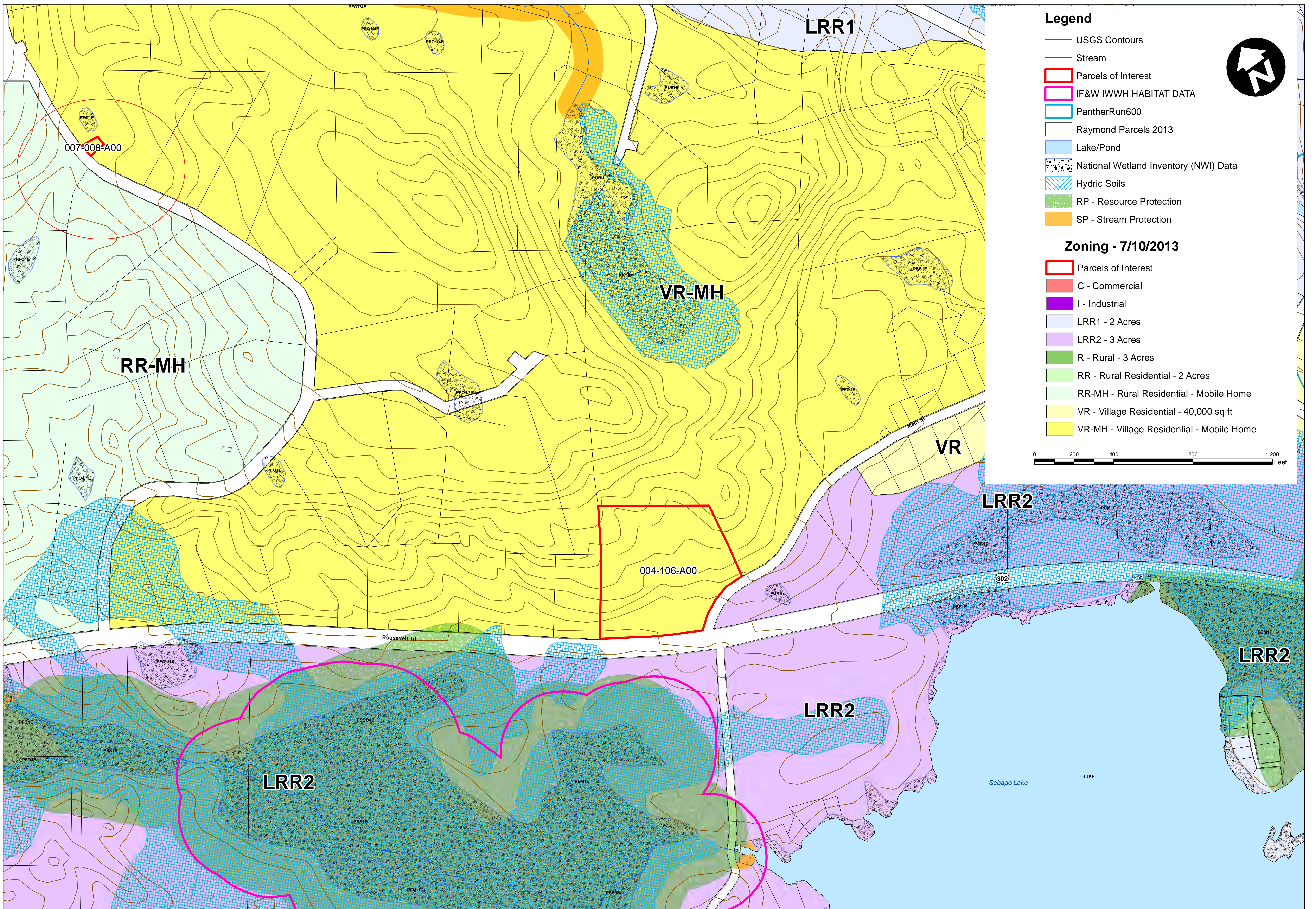
2. Site conditions towards Route 302



3. Site conditions at exit onto Route 302 (south)



4. Site conditions along Route 121 to PS entrance



Legend

- USGS Contours
- Stream
- Parcels of Interest
- IF&W IWWH HABITAT DATA
- PantherRun600
- Raymond Parcels 2013
- Lake/Pond
- National Wetland Inventory (NWI) Data
- Hydric Soils
- RP - Resource Protection
- SP - Stream Protection

Zoning - 7/10/2013

- Parcels of Interest
- C - Commercial
- I - Industrial
- LRR1 - 2 Acres
- LRR2 - 3 Acres
- R - Rural - 3 Acres
- RR - Rural Residential - 2 Acres
- RR-MH - Rural Residential - Mobile Home
- VR - Village Residential - 40,000 sq ft
- VR-MH - Village Residential - Mobile Home

0 200 400 800 1,200 Feet

DATA SOURCES

TOWN OF RAYMOND, MAINE
 PARCEL MAPPING - 4/1/2012
 ZONING MAP - 7/10/2013
 MAINE OFFICE OF GIS
 TOPOGRAPHIC AND ENVIRONMENTAL DATA
 NRCS GEOSPATIAL GATEWAY
 HYDRIC SOILS

REV.	BY:	DATE:	STATUS:

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JOB NUMBER	DRAWN BY:
12240	JAG

WETLAND RELATED DATA
 FOR:
 PARCEL(S) OF INTEREST

TOWN OF RAYMOND, ME
 401 WEBBS MILLS ROAD
 RAYMOND, ME 04071

DATE	SCALE
10-25-2013	1"=200'

SHEET 3 OF 3
 34 of 52

Attachment B

Engineering Training Event:

4. Rebuilding Public Recreational Fields

Location: 63 Mill Street – Map 048, Lot 011
Type of engineering training: Vertical (buildings) EXISTING Horizontal (roads) X
Description of training event: This is an existing ball field that that has several drainage problems causing the field to seasonally flood. This project will require the site to be built up with appropriate drainage materials, stabilized. Seeded and buildings and fields reconstructed.

2. Training specifics: other items already completed should be added to the list or attached as addendums to this application.

Descriptive requirements	Completed by requesting entity- on file and submitted with this request	Date completed	Date to be completed	Not applicable
Environmental study	--	--	--	X*
Land use permits	--	--	--	X
Blue prints/design	Town Engineer	--	Jan. 2014	--
City building permits	Town CEO	--	Jan. 2014	--
Right of way permits	Town CEO/PWD	Existing	--	--
Training timeline	May-Sept 2014	--	--	--
Notice of Intent to Comply	Maine NPDES	--	Jan. 2014	--

*This is an existing project that will be rebuilt in the same location

Attachments:

- Location Map
- Site Photos
- Site Plan

3. Please place an “X” beside each service that is anticipated to be needed in completing this training: this is an initial estimate of the work to be done. The military will assess the training and make assignments as needed at the initial planning conference.

Electricians	X	Project management	X	Water purification
Plumbers		Truck drivers	X	Fuel farm
Carpenters		Steelworkers		Maintenance facility
Brick layers		Welders		Other:
Heavy Equipment operators	X	Warehousemen		

4. Has your organization ever received past engineering support from the military? If so, state which community, what type of support, when it occurred and the length of time the military was in the community.

***None – The Town of Raymond has not received any past military support.**

Community	Type of support – brief project description	Dates of engineering support	Length of time in the community
a.			
b.			
c.			

5. Additional Comments:

Task Work:

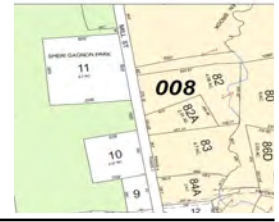
- Land clearing
- Earthwork
- Electrical
- Parking lot/field construction
- Dug/equipment placement

Permitting:

~Notice of Intent to Comply (Maine NPDES)

Recreation Department:

Project #3: Elevating and Reconstructing Existing Ball Field



The Town of Raymond has one existing public ball field located on Mill Street. Because of the level of the fields in relation to the water table, the fields consistently flood on a season basis and take most of the season to dry out. This project will entail raising the grade of the level of the field and installing appropriate drainage measures.



1. Existing ball field



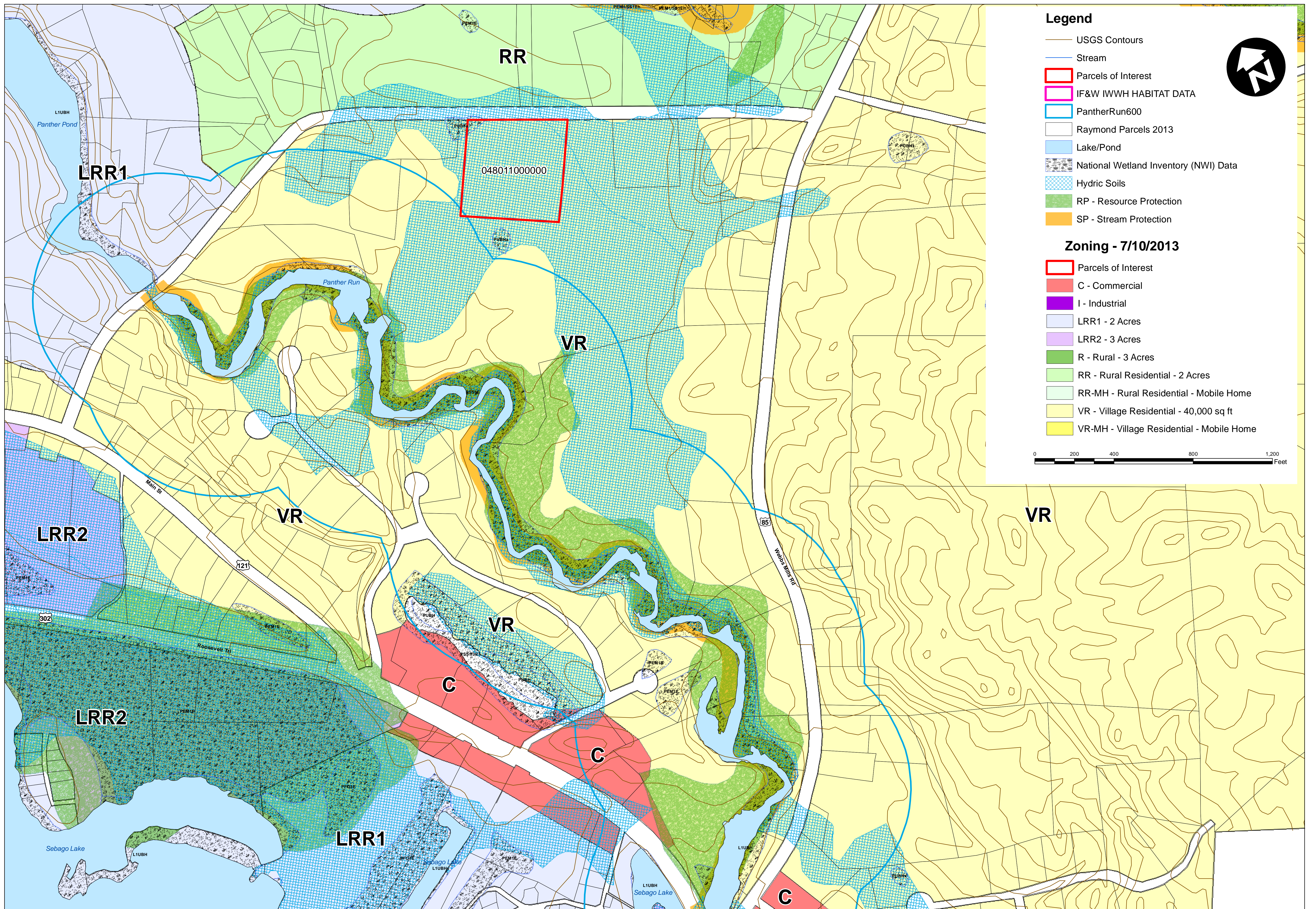
2. Existing parking



3. Existing building



4. Transition between ball field and surrounding woodlands



Legend

- USGS Contours
- Stream
- Parcels of Interest
- IF&W IWWH HABITAT DATA
- PantherRun600
- Raymond Parcels 2013
- Lake/Pond
- National Wetland Inventory (NWI) Data
- Hydric Soils
- RP - Resource Protection
- SP - Stream Protection

Zoning - 7/10/2013

- Parcels of Interest
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- I - Industrial
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- LRR2 - 3 Acres
- R - Rural - 3 Acres
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- RR-MH - Rural Residential - Mobile Home
- VR - Village Residential - 40,000 sq ft
- VR-MH - Village Residential - Mobile Home

0 200 400 800 1,200 Feet

DATA SOURCES

TOWN OF RAYMOND, MAINE
 PARCEL MAPPING - 4/1/2012
 ZONING MAP - 7/10/2013
 MAINE OFFICE OF GIS
 TOPOGRAPHIC AND ENVIRONMENTAL DATA
 NRCS GEOSPATIAL GATEWAY
 HYDRIC SOILS

REV.	BY:	DATE:	STATUS:

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JOB NUMBER	DRAWN BY:
12240	JAG

WETLAND RELATED DATA
 FOR: PARCEL(S) OF INTEREST

TOWN OF RAYMOND, ME
 401 WEBBS MILLS ROAD
 RAYMOND, ME 04071

DATE	SCALE
10-25-2013	1"=200'

SHEET 1 OF 3
 38 of 52

Attachment B Engineering Training Event:

5. Farwell Drive Recreation Complex

Location: 0 Farwell Drive- Map 014, Lot 034
Type of engineering training: Vertical (buildings) X Horizontal (roads) X
<p>Description of training event: Currently, there is a dirt right-of-way that will either be upgraded or relocated for recreational access while maintaining current for the residential homes located off the drive. This project will require logging and clearing less than 20 acres of currently forested land. After the land is stumped, the site will be graded and stabilized for preparation of constructing sports and recreational fields. This includes underground electricity and plumbing for lighting, concession stands and lavatories.</p> <p>This project is located adjacent to a capped landfill that was closed successfully to Maine Department of Environmental Protection (MDEP) as well as currently maintained and monitored for water quality standards. However, such proximity may require additional filtration of the water supply.</p> <p>After the appropriate, site work and utilities are installed dugouts, concession stands and lavatory buildings would be erected; fields (baseball/soccer) designed and landscaped; and courts (tennis/basketball) design and constructed.</p> <p>The project will be constructed in a phased approach to incrementally address capital and permitting needs (Refer to the attached work plan and narrative by our Town Engineer).</p>

2. Training specifics: other items already completed should be added to the list or attached as addendums to this application.

Descriptive requirements	Completed by requesting entity- on file and submitted with this request	Date completed	Date to be completed	Not applicable
Environmental study	To be performed by Town		May, 2014	
Land use permits	To be performed by Town		Winter 2015	
Blue prints/design	To be performed by Town		May 2014 – Phase I and March 2015 (subsequent phases)	
City building permits	To be performed by Town		March 2015	
Right of way permits	To be performed by Town		March 2015	
Training timeline	To be performed by Town		Refer to attached letter.	

3. Please place an “X” beside each service that is anticipated to be needed in completing this training: this is an initial estimate of the work to be done. The military will assess the training and make assignments as needed at the initial planning conference.

Electricians	X	Project management	X	Water purification	X
Plumbers	X	Truck drivers	X	Fuel farm	
Carpenters	X	Steelworkers		Maintenance facility	
Brick layers		Welders		Other: Engineering, Surveying,	
Heavy Equipment operators	X	Warehousemen		Landscaping/Finish Work	

4. Has your organization ever received past engineering support from the military? If so, state which community, what type of support, when it occurred and the length of time the military was in the community. *The Town of Raymond has not received past support from the military.*

Community	Type of support – brief project description	Dates of engineering support	Length of time in the community
a.			
b.			
c.			

5.

Additional Comments:

The following provides a list of tasks and anticipated permitting requirements. Please refer to the attached narrative from our Town Engineer addressing the project scope of work, phasing and sequencing of the work.

Task List:

- Logging
- Earthwork/Stabilization
- Plumbing/Electrical
- Building construction

Permitting:

- ~Stormwater Permit (MDEP)
- ~Notice of Intent to Comply (NPDES)
- ~Traffic Movement Permit (MDOT)
- ~NRPA Permitting

- Finish work

~Electrical (State/CMP)

~Building Permits (Local CEO)

~HHE-200 Subsurface Permit (Local CEO)

~HHE-220 Plumbing Permit (Local CEO)



January 10, 2014
13300

Danielle Loring
Executive Assistant
Town of Raymond
401 Webbs Mill Road
Orono, ME 04473

Army National Guard (ANG), Egypt Road Recreational Fields Project Narrative, Scope of Work and Work Plan

Dear Danielle:

I appreciated the opportunity to meet with you before the holidays to review the Egypt Road Recreational project to be completed as part of the Army National Guard Work. Project work will require upfront planning, engineering and permitting along with the Town providing raw materials, permitting, surveying and design for the project. The ANG will require engineered plans to construct each project along with all applicable environmental permits. The Town will need to contribute all materials to support the ANG. It will also be important to coordinate closely with the ANG for the work requirements together with equipment and ability to commit to the size and time requirements to complete the project in phases as described in this summary report.

The following provides a summary of the project in its entirety along with a suggested work plan intended to allow for a phased construction approach. A phased construction approach will have several advantages to include allowing for initial projects without substantive environmental permitting, minimizing initial capital costs to the Town and creating smaller manageable projects for the ANG to participate in.

Egypt Road Property:

- A. Project Description:** The Egypt Road recreational field project will involve a significant land grading project along with the construction of multi-use fields, baseball field, an access road, parking and potentially utility services. As shown on the attached resource maps from the Town's GIS database, the project site contains the required land area and is accessed through an existing gravel roadway adjacent the closed Town Landfill.

The project site is approximately 83 acres in size and wooded with the exception of the existing closed landfill and Farewell Drive that services 2 (assumed) residential lots along with the providing access to the landfill and property. Topographical conditions on the project include moderate grades which will require cut and fills to accommodate the construction of access roads, parking and recreational fields.

Construction needs from the National Guard will include land clearing and heavy equipment (skidder, chipping equipment, excavator, dozer, material screening, compactor, grader and dump trucks) to complete the following:

1. Clear, stump and grub the project area.
2. Screen and stockpile loam, excess cut materials for re-use.
3. Rough grade and contour the recreational fields, access drive and parking areas.
4. Place and compact gravel on access roadway and parking lot areas.
5. Construction stormwater facilities to include storm drains, catch basins, soil filters and drainage conveyance swales.
6. Trenching and installation of underground electrical and telecommunications cables (in conduit) to onsite lighting.
7. Finish grading and placement of loam, seed, and mulch along with erosion control measures such as siltation fencing, erosion control berms, erosion control blanket, riprap, stone check dams and temporary dewatering during construction.
8. Erection of fencing, gates and barricades associated with access control and field construction.

B. Town Provided Materials: Road gravel, crushed stone, fencing/backstops, goal posts, loam pre-electrical wire and conduit, loam, seed and mulch and other erosion control measures. The Town will also provide engineered site drawings and complete required permitting.

D. Permitting: Since the project in its entirety is expected to create more than 1 acre of non-revegetated surface but less than 3 acres of non-revegetated surface and less than 20 acres of overall disturbance, the project will require a MDEP Stormwater Permit under the Chapter 500 regulations. In addition, the project may require wetland alteration permitting at the state and federal levels depending on the results of site investigations in the spring to map wetlands and identify if there are vernal pools present on the site. At the local level, the project will require a local Planning Board Permit. The complete project is also expected to create more than 100 vehicle trip ends in the peak hour and will require a Maine Department of Transportation Traffic Movement Permit (MDOT TMP).

E. Projected Costs: The following provides a planning level cost estimate for the project as no design or comprehensive planning has been completed. This cost estimate will be subject to modification once preliminary and final design work is completed.

Description	Town Cost	ANG Provided Work – Estimated Work Value
Boundary and Topographical Survey of the property:	\$ 25,000	
Preparation of engineered drawings and permitting as described above. Please note this is a substantive effort and will require approximately 6 months or more to complete including the permitting.	\$125,000	
Baseball Field (90 foot Diamond) Town to provide all materials (fencing, loam, seed, mulch, dug outs, etc.).	\$ 69,000	\$ 60,000
Multi-use Recreational Field Town to provide all materials (fencing, loam, seed, mulch, erosion control, goal posts).	\$120,000	\$1,100,00
Parking Lot Construction (approximately 200 spaces – gravel surface with minimal lighting).	\$215,000	\$ 160,000
Roadway Gravel and Stormwater – (2,000 L.F. estimated).	\$ 93,000	\$ 25,000
Stormwater Treatment (Town to provide all materials).	\$ 50,000	\$ 50,000
Application Fee’s - allowance	\$ 5,000	
Construction Coordination & Administration (Allowance)	\$ 30,000	
Contingency	\$ 50,000	
Estimated Totals	\$782,000	\$1,395,000

Given the size, permitting, town costs and timing for project, we recommend a phased project approach as presented in the following.

Phased Project Approach and Scope of Work:

Phase A: Masterplanning and Due Diligence:

It will be important for the Town to develop a masterplan for the project. This provides a high level planning exercise to create an overall development layout plan and strategy for implementation of the project over several construction seasons. The advantage of a phased approach allows the Town to better manage the permitting, capital costs and provide incremental construction projects for the ANG. Tackling the project as a complete project in its entirety would require a significant materials investment and multiple months of full-time construction commitment by the ANG. Separating the project into smaller phased projects is a more manageable approach depending on equipment, manpower and available materials.

Our scope of work for the masterplanning phase will include:

1. Working with the Town we will develop a project program and masterplan using town available GIS mapping and other readily available resource mapping. The masterplan will assume a phased implementation of the project.
2. Evaluate permitting requirements.
3. Perform deed research to review the historic chain of title, look for any restrictions or prohibitions especially given that there is a closed landfill on the property.
4. Using GPS methods we will review the project site in the spring for wetlands and vernal pools and will integrate our field mapping into the masterplan.
5. Develop an updated opinion of probable design, permitting and construction costs for the project assuming a phased implementation plan.
6. Contact the MDEP to review know prohibitions or restrictions on the property as a result of the closed landfill.

Estimated Planning Budget: **\$24,000**

The timing for this phase of the work anticipates completing a masterplan in May once we conduct the field assessments for wetlands and vernal pools.

Phase B: Design Development and Construction – Year 1 Work:

As discussed, the overall project intent is to sequence the project in a manner that would allow for an initial construction project that would not require any substantive environmental permitting. This approach minimizes the initial design, planning and construction costs while creating an initial project that could be completed by the ANG this summer or next year. For scoping and project purposes, this approach assumes no wetland impacts and that the project will create less than 20,000 square feet of new non-revegetated surface and will create less than 5 acres of disturbed/graded area on the project site.

Our scope of work for the Year 1 work will include:

1. Undertake and boundary and topographical survey of the Egypt Road property. This will be necessary for developing design plans and the permitting process.
2. Conduct test pits in the project area to assess expected soil conditions.
3. Preparation of grading, drainage, site development plans.
4. Preparation of permit applications for local planning board approval and a stormwater permit application to the Maine Department of Environmental

Protection. We have assumed wetland alteration can be avoided or will be limited to less than 15,000 square feet.

5. Develop an updated opinion of probable design, permitting and construction costs for the project. This will include a budget of materials that need to be provided by the Town of Raymond for the project and work to be provided by the ANG.
6. Evaluate expected Traffic generation for the project. Depending on what is constructed, a Maine Department of Transportation Traffic Movement Permit (TMP) may be required.
7. Coordination with the Town and ANG
8. Construction coordination and administration.

Estimated Design and Engineering Budget: \$88,000 which includes \$10,000 for a TMP & 25,000 for a boundary & topographic survey

The timing for this phase of the work anticipates completing a boundary and topographical survey in the fall of 2014 together with permitting the project during the winter of 2015 for the initial phase of the project.

Phase C: Design Development and Construction – Year 2-4 Work:

This phase of the project assumes we will complete the overall project design together with seeking a Maine DEP Site Location of Development Act Permit. This process will be fairly involved and time consuming due to overall requirements.

Our scope of work will include:

1. Conduct additional test pits in the project area to assess expected soil conditions for permit application.
2. Supplemental Field Survey work during project design.
3. Preparation of grading, drainage, site development plans.
4. Prepare agency review request letters. This include the IF&W, Maine Natural Heritage Project and Maine Historic Preservation.
5. Preparation of permit applications for local planning board approval and a Maine DEP SLODA permit application to the Maine Department of Environmental Protection. We have assumed wetland alterations can be avoided or will be limited to less than 15,000 square feet in total for all phases of the project.
6. Develop an updated opinion of probable design, permitting and construction costs for the project. This will include a budget of materials that need to be provided by the Town of Raymond for the project and work to be provided by the ANG.

7. Coordination with the Town and ANG.
8. Construction coordination and administration.

Estimated Design and Engineering Budget: **\$72,000**

The timing for this phase of the work anticipates beginning the planning and design once Phase B work is complete which is expected in late 2015 or 2016.

Closure:

This is a significant project and will require a coordinated approach to accommodate the ANG schedule, permitting/design requirements and funding.

As always, please feel free to contact me with any questions.

Sincerely,

SEBAGO TECHNICS, INC.

A handwritten signature in black ink, appearing to read "Owens A. McCullough". The signature is written in a cursive, flowing style.

Owens A. McCullough, P.E., LEED-AP
Vice President, Engineering/Project Development

OAM:oam/jag

Att.

**Town of Raymond, Maine
Egypt Road Athletic Field Project
Suggested Project Time-Line**

**Prepared By: Sebago Technics, Inc.
For: Town of Raymond, Maine
Date: 1/9/14
Project No. 13300**



Egypt Road Athletic Field Project

Activity	2014						2015-2017							
	Jan- Feb	March - April	May -June	July - Aug	Sept. - Oct.	Nov. - Dec.	Jan-April (2015)		Summer/Fall 2015		Summer-Fall 2016/2017			
Masterplanning		■	■	■										
Wetland & Vernal Pool Mapping			■											
Permitting Review			■	■										
Deed Research and Regulatory Review	■	■												
Cost Estimating			■	■										
Boundary and topographical Survey				■										
Engineering Design - Year 1 Work				■	■									
Construction ANG, Year 1						■	■	■						
Engineering Design - Year 2-4							■	■	■	■				
Permitting								■	■	■	■			
Construction ANG, Year 2 - 4											■	■	■	■

Raymond Parks & Recreation

Project #5: Farwell Drive Recreational Complex

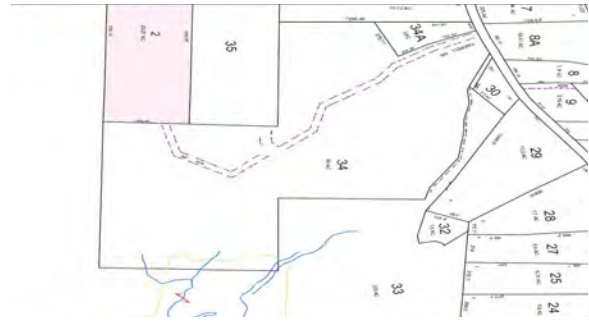
Property Description:

0 Egypt Road

ID: Former Files Farm Lot

Map 014, Lot 034

83.00 Acres

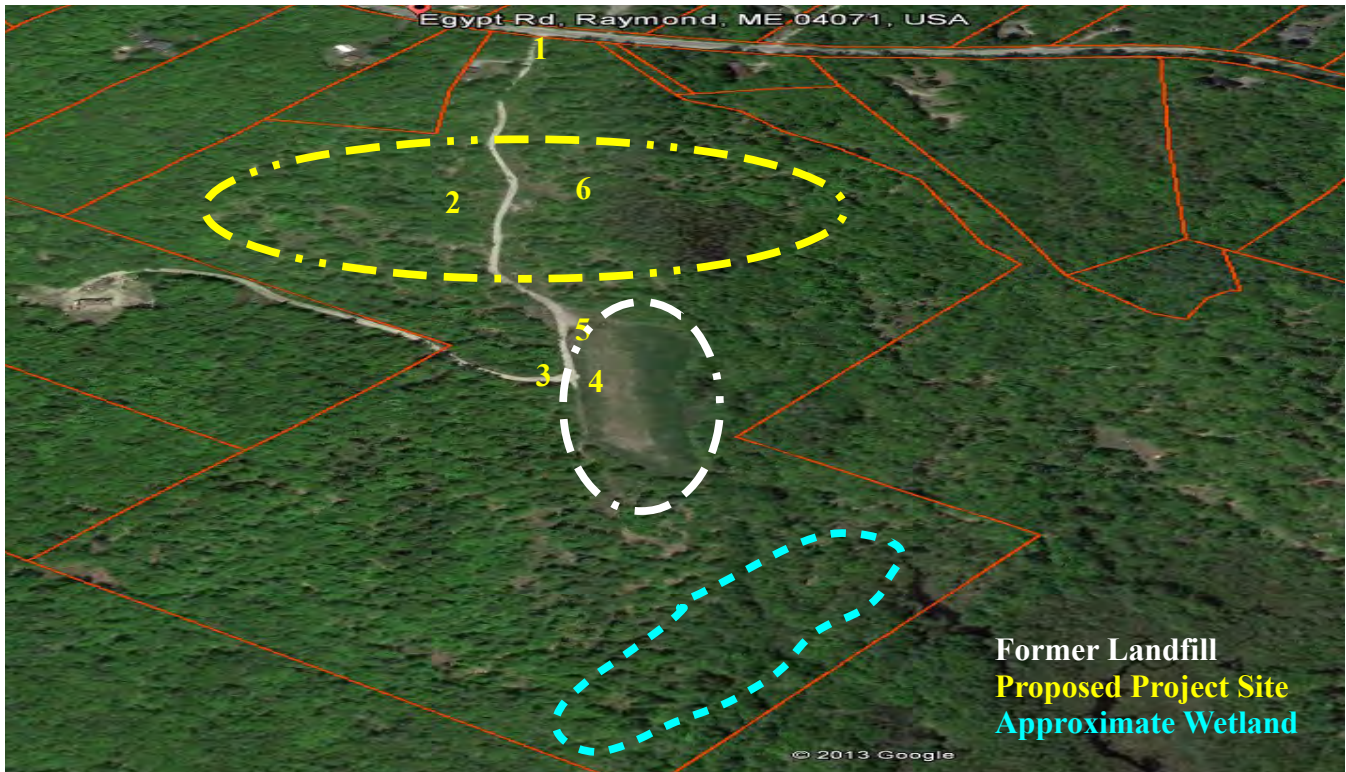


Formerly owned by Raymond resident, Trudy Files, this largely forested property is located off the Egypt Road on Farwell Drive in the vicinity of Farwell Bog. Purchased by the Town of Raymond in 2006, it comprises approximately 83 acres in total. A portion of the site was used as a town landfill for many years and was properly closed, capped and vegetated per Maine Department of Environmental Protection (MDEP) standards in 1980. Since then, this area has remained closed, and the seven acre landfill site has been stabilized and maintained using approved methods. The landfill area will remain untouched by this proposal. In addition, several test wells have been located around the site to monitor ground water quality. Of the remaining acreage, seventy-three are comprised by undeveloped forest land, and three by wetland and waterways.

With the exception of two housing units (one next to Egypt Road and the other at the end of Farwell Drive and above the landfill in elevation), this property is surrounded by other forested lots. A gravel road, Farwell Drive, leads from Egypt Road, in a southerly direction for twenty-six hundred feet or more, providing access for two adjacent forested properties and the residential homes previously mentioned. This gravel road, which has been surveyed and located with iron pins, is a fifty foot right-of-way.

The Town is interested in having under twenty acres of forested area cleared, stabilized, graded and seeded to facilitate constructing baseball fields, dugouts, concession stands and/or tennis/basketball courts as well as a parking lot for public recreational purposes. The soil conditions are rocky, sandy, and nutrient poor. Fill would likely need to be transported to the northeastern portion of the lot in order to reduce the slope and to level the site. There are already utility poles on the site to allow for the installation of lighting and power supply to various equipment required for concession stands. The installation of underground power would be desirable.

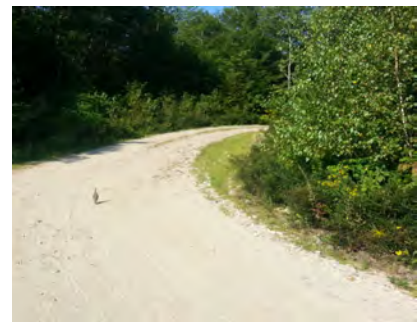
Currently, the town does not have a comprehensive municipal recreational complex. There are school owned baseball fields at the middle and elementary schools (neither of these have concession stands or dugouts). Another larger town owned field is located on Mill Street and has poor drainage making it often wet and difficult to maintain and use. These fields are not adequate to accommodate all of the team schedules for town recreational use. Aside from the Mill Street field, these sites also do not offer adequate off street parking that is safe for families transporting participants and those attending games.



1. Condition of Existing ROW



2. Site Conditions



3. End of Public ROW



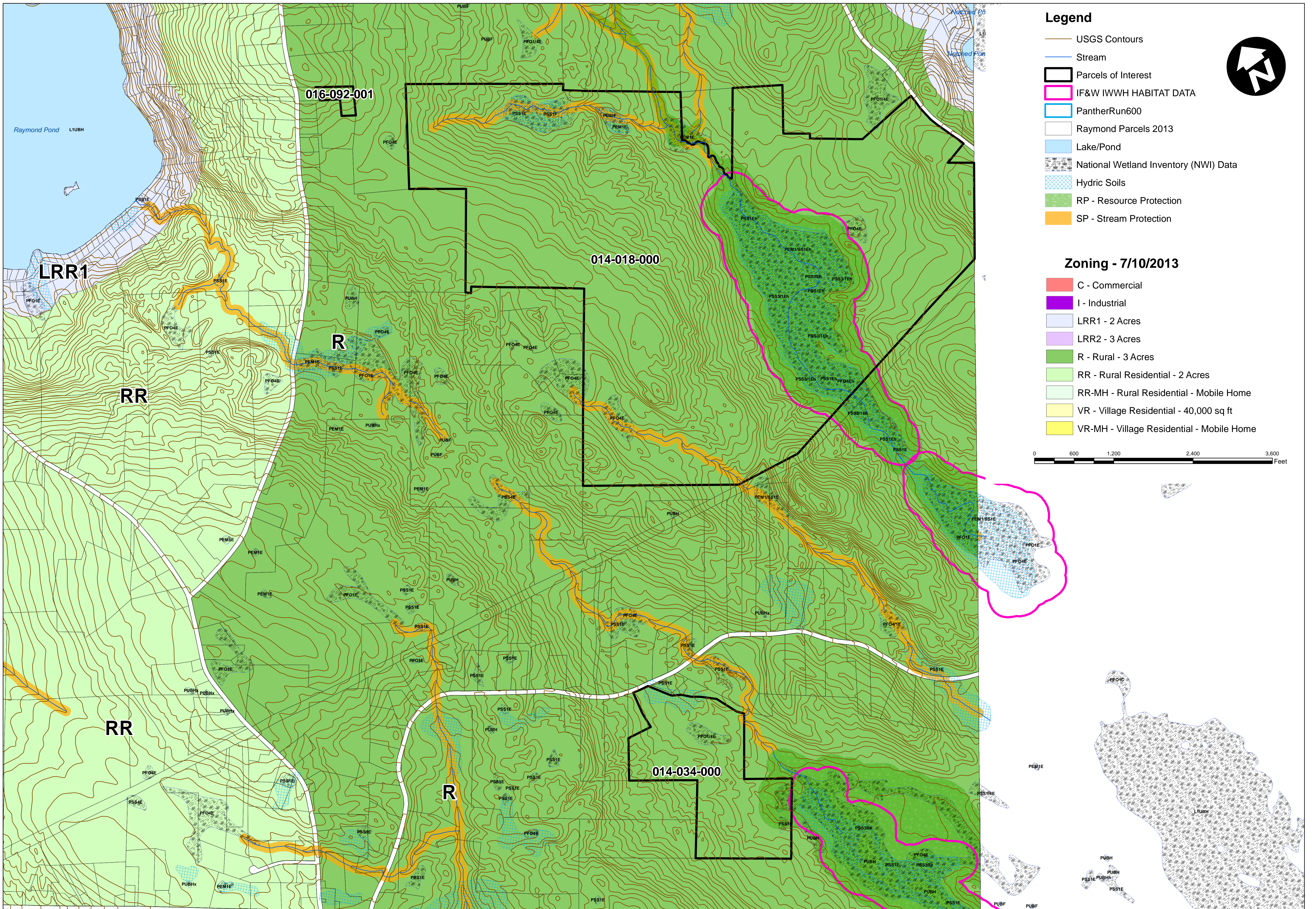
4. Conditions of Former Landfill



5. Rock barrier for Landfill



6. Site Conditions



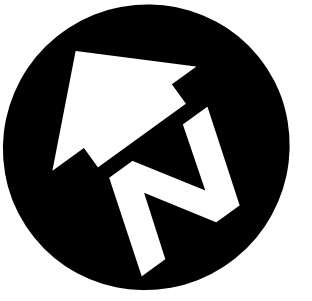
Legend

- USGS Contours
- Stream
- Parcels of Interest
- IF&W IWWH HABITAT DATA
- PantherRun600
- Raymond Parcels 2013
- Lake/Pond
- National Wetland Inventory (NWI) Data
- Hydric Soils
- RP - Resource Protection
- SP - Stream Protection

Zoning - 7/10/2013

- C - Commercial
- I - Industrial
- LRR1 - 2 Acres
- LRR2 - 3 Acres
- R - Rural - 3 Acres
- RR - Rural Residential - 2 Acres
- RR-MH - Rural Residential - Mobile Home
- VR - Village Residential - 40,000 sq ft
- VR-MH - Village Residential - Mobile Home

0 600 1,200 2,400 3,600 Feet



DATA SOURCES
 TOWN OF RAYMOND, MAINE
 PARCEL MAPPING - 4/17/2012
 MAINE OFFICE OF GIS
 TOPOGRAPHIC AND ENVIRONMENTAL DATA
 NRC'S GEOSPATIAL GATEWAY
 HYDRIC SOILS

REV.	BY:	DATE:	STATUS:

THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SEBAGO TECHNICS, INC. ANY ALTERATIONS, AUTHORIZED OR OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SEBAGO TECHNICS, INC.

JOB NUMBER	DRAWN BY:
12240	JAG

WETLAND RELATED DATA
 FOR:
PARCEL(S) OF INTEREST
 FOR:
TOWN OF RAYMOND, ME
 401 WEBBS MILLS ROAD
 RAYMOND, ME 04071

DATE	SCALE
09-26-2013	

Attachment E

RELEASE AND HOLD HARMLESS AGREEMENT

The Town of Raymond located in Maine agrees that its request that DoD military personnel conduct an Innovative Readiness Training (IRT) mission in support of Raymond Recreations, Public Works and Public Safety Departments during fiscal years 2014-15, 2015-16, and 2016-17 is subject to the following conditions:


1. The DoD IRT military support will be limited to that which is approved by the Department of Defense. Support that has not been previously approved will not be provided; IRT mission personnel may not perform activities beyond those previously approved.
2. Support shall be limited to providing personnel and equipment only.
3. All DoD military personnel and equipment will remain under the control and supervision of the officer or noncommissioned officer responsible for the military unit tasked to provide the IRT support.

The Town of Raymond, in exchange for the DoD IRT military support, also agrees, on behalf of itself and its agents, to:

1. Release the DoD, its subordinate units, its officers, military personnel, employees, agents, and servants from any claim, demand, action, liability, or suit of any nature whatsoever for or on account of any injury, loss, or damage to the requesting organization and its agents arising from or in any way connected with the DoD military personnel support, excluding, however, any injury, loss, or damage arising solely from the intentional torts or gross negligence of the DoD military personnel or its agents.
2. Indemnify, defend and hold harmless the DoD, its subordinate units, officers, military personnel, employees, agents, and servants from any claim, demand, action, liability, or suit of any nature whatsoever for or on account of any injury, loss, or damage to any third person or third person's property arising from or in any way connected with the DoD IRT military support, excluding, however, those arising solely from the intentional torts or gross negligence of the DoD military personnel or its agents.

With full understanding of the conditions and agreements state above, the undersigned representative, who is authorized to execute this document which is binding on his organization and all assigns, heirs, executors, beneficiaries, and derivative claimants, hereby executes this release of liability and hold harmless agreement.

Printed name: Don Willard Date: October 25, 2013

Signature:  _____

Title: Town Manager Organization: Town of Raymond, Maine