

SELECTMEN'S MEETING e-Packet
List of Files
March 25, 2008

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**BOARD OF SELECTMEN
AGENDA**

Tuesday, March 25, 2008

7:00 p.m.

JSMS Broadcast Studio

SELECTMEN'S MEETING

- 1) Call to order.
- 2) Minutes of previous meeting dated March 4, 2008
- 3) New business.
 - a) Interview / appointment of William Priest to Planning Board
 - b) Planning Board proposed Land Use Ordinance amendments public hearing date / town report printing timeline constraints – Town Planner Hugh Coxe
 - c) Naples Causeway replacement bridge discussion / design recommendation / possible financial participation – Naples Town Manager Derik Goodine and Sebago Lakes Region Chamber of Commerce Director Barbara Clark
 - d) Town Report bid award – Town Clerk Louise Lester
 - e) Consideration of 2008 Dog Warrant – Town Clerk Louise Lester
 - f) Request for Capital Reserve Account / Hazardous Waste Day – Town Clerk Louise Lester
 - g) Quit Claim deed Downeast Mortgage – Tax Collector Donna Lovely
 - h) Consideration of administrative abatements – Contract Assessor Michael O'Donnell, O'Donnell & Associates
 - i) School consolidation information update – Selectman Joe Bruno
 - j) Greater Portland Council of Government (GPCOG) update – Selectman Mike Reynolds
- 4) Old (unfinished) business.
 - a) Executive Session – Personnel Matter as authorized under 1 M.R.S.A. § 405(6)(A)
- 5) Town Manager Report and Communications.
 - a) Discussion of April dates for Selectmen Meeting.

The Selectmen may take items out of order at their discretion.

6) Fiscal Warrants – Payroll and Appropriation Warrants – March 4, 2008.

7) Adjournment.

The Selectmen may take items out of order at their discretion.

*Board of Selectmen Agenda
March 25, 2008*

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**BOARD OF SELECTMEN
AGENDA SUMMARY**

Tuesday, March 25, 2008

7:00 p.m.

JSMS Broadcast Studio

SELECTMEN'S MEETING

- 1) Call to order.
- 2) Minutes of previous meeting dated March 4, 2008
- 3) New business.

a) Interview / appointment of William Priest to Planning Board

Mr. Priest responded to a Planning Board vacancy advertisement listed in the January 2008 issue of the Raymond Roadrunner. After receipt of his application materials, the Planning Board did have an opportunity on February 28, 2008 to interview Mr. Priest. The Planning Board recommended him for service and took a unanimous affirmative vote on his appointment recommendation to the Board of Selectmen at that meeting. In the e-packet you will find a brief resume of Mr. Priest's experience. It is apparent that he has a great deal of relevant municipal government experience, including time spent as a member of the North Yarmouth Board of Selectmen, Board of Assessors and a School Board member of MSAD #51. Mr. Priest has been invited to the meeting for an interview.

b) Planning Board proposed Land Use Ordinance amendments public hearing date / town report printing timeline constraints – Town Planner Hugh Coxe

Town Planner Hugh Coxe has prepared detailed information regarding a request by the Planning Board, unanimously supported at this February 28, 2008 meeting to hold the Public Hearing on proposed Land Use Ordinance changes on May 21st, 2008 at 7:00 pm. Holding the requisite Public Hearing for Land Use changes on this date will preclude printing the entire text of the final ordinance changes, as has been the town's practice in the past, in the town report. Consistent with past recommendations, staff would suggest that cost savings can be realized by not printing the entire text of the proposed ordinances in the town report. In the alternative, a sufficient number of copies can be made on an on-going basis to satisfy individual citizen demand and for any public meetings. In many instances much of the text of proposed land use changes are housekeeping in nature and therefore not particularly of interest to many voters. In the event of substantive changes in the ordinance, every effort is made to publicize such changes and given past experience, citizens interested in these changes will request copies from the town office. It is important to note that the staff recommendation, while perhaps offering some cost savings, has not been the position of the Selectmen in the past. Selectmen have opted to print the entire text of the warrant changes within the town report. Clearly the level of exposure of proposed changes is highest within the town report and also this is the most convenient option for the citizens, in that they do not have to make a

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special trip to the town office or to the website, to get a copy of the changes. Last year 75 double-sided pages of text with some changes were printed in the town report on blue pages to provide some contrast to the remainder of the report. The cost differential from the low bidder of the town report (that bid on both options) for a town report of approximately 90 pages, without Land Use amendments, would be \$3.32 per copy, and one with the entire estimated Land Use Ordinance changes would be \$4.17 per report for a difference of \$.85 per copy. This is for an 80 page difference, the actual difference may be closer to 107 pages.

c) Naples Causeway replacement bridge discussion / design recommendation / possible financial participation – Naples Town Manager Derik Goodine and Sebago Lakes Region Chamber of Commerce Director Barbara Clark

The Maine Department of Transportation (MDOT) has specifically requested that the Town of Raymond take a position on the replacement of the Naples Bay Bridge, located on Route 302 on the Naples Causeway. Basically the decision involves recommending a new movable span to replace the existing movable span or in the alternative, the installation of a new fixed span. It appears that the cost of a new movable span would be approximately \$8 million more than the cost of a fixed span. Some benefits of a fixed span besides initial cost savings, include lower long term maintenance costs, the elimination of summer traffic back-ups on Route 302, and the availability of this money to be used for other transportation needs within the region and state. According to MDOT staff, the extra cost of a movable span would be approximately \$2,000 per opening, over the projected life cycle of the bridge, based upon the current 200 openings per year. Arguments made aggressively at a January 30th public meeting in Naples for a movable span include the prediction that dire economic impacts (which are outlined in the March 13th, 2008 letter to the town from the MDOT) would portend to a significant worsening of the economic and business climate of our region, which is largely dependent on tourism. Naples Town Manager Derik Goodine and Sebago Lakes Region Chamber of Commerce Director Barbara Clark have been invited to the meeting. Bridge Program Director David Sherlock from the MDOT has also been invited. It is likely that Mr. Goodine and Ms. Clark will attend the meeting. I have not yet received confirmation of a MDOT spokesperson.

In a related development, the Town of Bridgton considered a similar request and elected to take no formal action except to state that the bridge project was a high regional construction priority and that Bridgton declined to participate financially.

d) Town Report bid award – Town Clerk Louise Lester

Attached to the e-packet is a summary of bids received in response to the town's recent solicitation for town report printing. Bids were based upon both a 90 and 170 page town report, dependent upon whether proposed Land Use Ordinance revisions are included or not. The low bidder was Xpress of Maine with a cost of \$2,014.50 based upon a 90 page report. This company did not provide a quotation on a 170 page report. The lowest bidder for a 90 and 170 page report was T. Pine. This bidder is located in Lebanon, CT and for this reason staff considers the bid to be logistically prohibitive. Minuteman Press of North Conway is the next bidder, separated however, by only \$.04 per copy from Maine Label and Printing of White's Bridge Road, Windham, the company that has done our previous town report printing and is the Town Clerk's first choice. The town has had good experience with Minuteman Press and Maine Label and Printing in the past. Given the significant difference however, between the Minuteman and Maine Label and Printing bids, staff

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recommends Xpress of Maine for a cost of \$2,015.50, based upon a 90 page report. If the Selectmen elect to print all of the proposed Land Use Ordinance revisions in the town report, then either Minuteman Press or Maine Label and Printing would need to be considered. Although the town has no direct experience with Xpress of Maine, a sample town report from the Town of Lyman was provided and print quality appears to be acceptable. One important caveat on town report printing learned painfully from past experience is that oftentimes a low bid job results in a low quality finished product, which if unacceptable for the town most usually results in a struggle between the town and the low bid printer to correct any deficiencies. Correction of deficiencies is usually accomplished by a complete reprint of the report at the printer's expense. In summary, accepting a low bid from an unfamiliar printer represents a risk to the town, but a risk possibly worth taking given the \$1,095.95 difference between Xpress of Maine and Minuteman Press for the 90 page report. A spreadsheet is included with the e-packet, detailing bids received, as are the original vendor bid submissions.

e) Consideration of 2008 Dog Warrant – Town Clerk Louise Lester

Attached to your e-packet is the town's annual dog warrant. Town Clerk Louise Lester will bring the detailed listing of unlicensed dogs to the meeting. This action is required under Title 7 § 3943. By signing this warrant you will be instructing the Animal Control Officer to give warning to these dog owners to license their dogs or be summonsed.

f) Request for Capital Reserve Account / Hazardous Waste Day – Town Clerk Louise Lester

An email (copy) agenda item request is attached to the e-packet from Town Clerk Louise Lester, suggesting that the Selectmen establish a Hazardous Waste Day capital reserve account in the amount of \$3,750, reserving budgetary funds included in the fiscal year 2007/2008 budget ending June 30, 2008, to be carried over into the 2008/2009 fiscal year cycle. This would enable Raymond to join Casco and Naples in a shared Hazardous Waste Day to be managed by Androscoggin Valley Council of Governments (AVCOG) sometime during the summer of 2008. Staff recommends approval of this request in order to enable the town to provide the most cost effective hazardous waste collection program by joining with our neighboring communities.

g) Quit Claim deed Downeast Mortgage – Tax Collector Donna Lovely

Downeast Mortgage has paid all delinquent property taxes, interest penalties and costs. Staff recommends release of the Town's interest in the property located at 42 Main Street, Raymond, as this account is now current.

h) Consideration of administrative abatements – Contract Assessor Michael O'Donnell, O'Donnell & Associates

Contract Assessor Mike O'Donnell will have a group of abatements for your consideration.

i) School consolidation information update – Selectman Joe Bruno

Selectman Joe Bruno will update the Board of Selectmen and the public on the activities of the regional school consolidation committee.

The Selectmen may take items out of order at their discretion.

**j) Greater Portland Council of Government (GPCOG) update –
Selectman Mike Reynolds**

Selectman Mike Reynolds will update the Board of Selectmen on the public on the regional initiatives and GPCOG activities affecting Raymond.

4) Old (unfinished) business.

**a) Executive Session – Personnel Matter as authorized under
1 M.R.S.A. § 405(6)(A)**

5) Town Manager Report and Communications.

a) Discussion of April dates for Selectmen Meeting.

6) Fiscal Warrants – Payroll and Appropriation Warrants – March 4, 2008.

7) Adjournment.

The Selectmen may take items out of order at their discretion.

December 31, 2007

Louise Lester, Town Clerk
Town of Raymond
401 Webbs Mill Road
Raymond, Maine 04071

RE: Planning Board Letter of Interest

Dear Louise,

I am responding to the notice in the January 2008 issue of The Raymond RoadRunner looking for individuals interested in serving on the Raymond Planning Board. This letter is to formally express my strong interest in serving on the Board.

As you will see from my brief resume, I have always been involved as a volunteer in the community and now I would like to continue that service in Raymond. I believe that the Planning Board would be an ideal place for me to learn about the Town and to be involved in its development.

Thank you for your consideration,



William E. Priest
21 Hemlock Lane
Raymond, Maine 04071
207-655-8750 (home)
207-899-9474 (cell)
207-657-4999 (fax)
Billpriest1@securespeed.net

WILLIAM E. PRIEST
21 Hemlock Lane
Raymond, Maine 04071

Past Community Involvement:

North Yarmouth Board of Selectmen (5 years)
North Yarmouth Board of Assessors (3 years)
MSAD #51 School Board (10 years)
President Maine School Boards Association (MSBA)
President Maine School Management association (MSMA)
North Yarmouth Zoning Appeals Board
Maine Certified Assessing Technician
North Yarmouth Charter Commission
USM Alumni Assoc Board of Directors
Team Manager USABA
Manager US Paralympic Swim Team
President Seacoast Swim Club Assoc
President Crescent Lake Terrace Assoc
Chairman NY Memorial School Building Committee
Chairman, MSMA/MSBA Building Committee
Chairman, Wilson School Building Committee

3-25th
~~48~~ Agenda

Subject: Re: Planning Board actions 2/28/08

From: Don Willard <don.willard@raymondmaine.org>

Date: Fri, 29 Feb 2008 11:52:01 -0500

To: Karen Strout <karen.strout@raymondmaine.org>

CC: Don Willard <donald.willard@raymondmaine.org>, Mike Reynolds <mikereyn@maine.rr.com>, Lonnie Taylor <LTAYLOR@IDS.TC>, Dana Desjardins <dana.desjardins@raymondmaine.org>, "Mark.Gendron" <mark.gendron@raymondmaine.org>, Joe Bruno <joe.bruno@raymondmaine.org>, Laurie Cook <laurie.cook@raymondmaine.org>, Louise Lester <louise.lester@raymondmaine.org>

Karen,

Thank you for this follow up email. I will add these two requests to the March 18th BOS meeting agenda queue.

Don Willard
Town Manager
Town of Raymond
401 Webbs Mills Road
Raymond, Maine 04071

(207) 655-6994 v
(207) 655-3024 f
(207) 650-9001 m

Karen Strout wrote:

Don,

This is to follow up on this morning's conversation regarding actions taken by the Planning Board at their meeting last night. Motions with unanimous support were made to recommend William Priest to fill one of the vacancies to the Planning Board. We would like to request that this be included on the agenda for your March meeting.

Another motion was made to hold the Planning Board Public Hearing on the ordinance changes on May 21 at 7 pm. The Board requested that Planner Hugh Coxe write a memo to the Selectmen requesting that the warrants not be included in the Town Report in order to hold the public hearing later in the Spring.

Attached is the letter of interest from William Priest and the memo Hugh gave to the board which outlines the legal requirements for public hearings for Town Meetings.

Don Willard <don.willard@raymondmaine.org>
Town Manager
Town of Raymond

Subject: Raymond Planning Board Membership
From: Karen Strout <karen.strout@raymondmaine.org>
Date: Fri, 14 Mar 2008 12:15:57 -0400
To: Billpriest1@securespeed.net
CC: Don Willard <donaald.willard@raymondmaine.org>

Dear Mr. Priest,

This a follow-up from the phone message that I left for you this morning on your answering machine. The Board of Selectmen have changed their second March meeting date from March 18th to Tuesday March 25th. I am making the request that you be placed on that agenda, so that you can be interviewed by the Selectmen as a candidate for Planning Board membership at that time.

I hope this change does not pose a problem for you. Let me know if it does so we can make any adjustments needed.

Thanks for your flexibility and your interest in serving on a volunteer board for the Town of Raymond.

--
Karen G. Strout
Administrative Assistant
Town of Raymond
401 Webbs Mills Road
Raymond ME 04071
207.655.4742 x43
karen.strout@raymondmaine.org
www.raymondmaine.org

Memo

To: Raymond Board of Selectmen
From: Hugh Coxe, Contract Planner
Date: March 20, 2008
Re: Warrants for Town Meeting relating to Ordinance Amendments

Request

The Planning Board is requesting that the full text of the warrant articles pertaining to proposed amendments to the Land Use Ordinance, Shoreland Zoning Ordinance and the Subdivision Ordinance not be published in the town report. Instead the Planning Board requests that the town report include the article questions, along with a reference to the ordinance provision to be amended, a brief description of the subject of the amendment, and a note that the full text of the current draft amendment is available at the town office and on the town website.

Explanation for Request

The Planning Board is making this request to save money, reduce the use of paper, improve citizen understanding of the proposed amendments, and to maintain a consistent, efficient and effective process for refining the language of the proposed amendments while still providing opportunity for meaningful public review and input.

If the full warrant articles are to be published in the town report, they must be finalized by April 1. Meeting that timeframe will either restrict the ability to make any further changes to the amendments based on public input and legal review, or result in the publication of articles that are likely to be changed prior to town meeting. There is no legal requirement that the warrant articles be published in the town report.

Publication in the town report of articles that are likely to change would probably confuse the public and certainly would be a waste of town resources. The final version of the articles to be voted on at town meeting would still need to be reproduced after they are finalized, and would differ from the version in the town report.

Alternatively, restricting further changes to the articles after the April 1 deadline for publication will likely mean they will not be presented for a vote at the June town meeting. The town attorney is currently reviewing the first several amendments but will probably not have completed the legal review of all the proposed amendments by the April 1 deadline. If legal review results in suggested changes, the Planning Board will not have the opportunity to properly consider and implement the recommendations of the town attorney. Moreover, the required public hearing will not have taken place by April 1 so the Planning Board will not have had an opportunity to make changes based on public input. An interruption of the process currently underway to bring these ordinance amendments to June town meeting would have costs in terms of consultant time, legal review time, and volunteer Board member time.

Additionally, the number of pages in the articles completed already exceeds 45 pages and will likely exceed 50 pages. The articles include a significant amount of existing text that is not proposed for revising, but is necessary for placing the amendments in context. The Board believes that most citizens do not want, and would not read the full text but would better appreciate the proposed amendments from a brief description in the town report. For those that would like the full text, the Board suggests the town make copies available at the town office and on the town website.

The Town Meeting is scheduled for June 7, 2008 and by state law and Raymond's ordinance, the Planning Board must hold one public hearing on the proposed amendments at least fifteen (15) days before the town meeting. The Planning Board voted at its February 28, 2008 workshop to hold a public hearing on the proposed amendments on or before May 21st. It is not required to hold more than one public hearing though technically the town meeting is a public hearing.

The Planning Board intends to hold at least one workshop, open to the public, prior to the public hearing in order to gather comments and feedback from citizens that might result in further refinements to the proposed amendments. If the request that the warrant articles not be included in the Town Report is granted, the Board can continue on its process to bring proposed amendments to the June Town Meeting, meet all public hearing requirements, and seek and incorporate appropriate public input into the process in an efficient and effective manner.

Hearing and Notice Requirements for Ordinance Amendments

- Town Meeting is scheduled for **June 7, 2008**.
- By state law and Raymond's ordinance, the Planning Board must hold one (1) public hearing on the proposed amendments at least **fifteen (15) days** before the town meeting. It is not required to hold more than one public hearing on the amendments though technically the town meeting is a public hearing.
- The Planning Board can make changes to the amendments after the public hearing and is not required to have another public hearing unless the change is far ranging from the subject matter of the originally proposed amendment, such as the addition of an entirely different topic
- The public hearing notice required to be published two (2) times before the hearing – first publication at least **fourteen (14) days** in advance and 2nd at least seven (7) days in advance
- Newspapers require about a **week** lead time for publication of the notices
- Town Attorney will require **10 – 14 days** to review proposed amendments and get comments/ proposed revisions back.
- If warrant articles are to be published in town report, they must be finalized by **April 1**. There is no requirement that they be published in the town report.



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0016

JOHN ELIAS BALDACCI
GOVERNOR

March 13, 2008

DAVID A. COLE
COMMISSIONER

Town of Raymond
Donald Willard, Town Manager
Selectmen: Mark Gendron, Michael Reynolds, Lawrence A. Taylor, Dana Desjardins,
Joe Bruno
401 Webbs Mills Road
Raymond, Maine 04071

Dear Mr. Willard, Mr. Gendron, Mr. Reynolds, Mr. Taylor, Mr. Desjardins, Mr. Bruno:

MaineDOT held a public meeting in Naples on January 30th to explore replacement options for the Naples Bay Bridge, on Route 302 on the causeway. We heard from those attending that this decision has enormous economic, cultural, and historic implications for the entire region including all the communities that surround the marine corridor of Long Lake, Brandy Pond, the Locks, and Sebago Lake. Attendees predicted dire economic impacts, including plummeting real estate values and reduced tourism spending at local businesses such as marinas, restaurants, hotels and the Songo River Queen, if the current swing bridge is replaced with a fixed span. Because those who support the swing span stressed its regional value, we believe we need input from the towns along the waterway, which are Bridgton, Casco, Frye Island, Harrison, Naples, Raymond, Sebago, Standish, and Windham.

Toward that end, we are asking the Board of Selectmen from Raymond to let us know your preference for the replacement structure: either a new movable span, or a new fixed span. In making this judgment, please consider that the fixed span would cost about \$8 million less than the moveable span, has much lower long-term maintenance costs, would eliminate summer traffic backups on Route 302 due to bridge openings, and would allow us to fund other transportation needs. Further, we know you will need to assess the economic, cultural and historic impacts, including waterfront property values, that a fixed span would have on your town. Finally, if you believe those impacts are negative and substantial, we would like to know whether you believe your town would be willing to contribute any level of funding to avoid those impacts. We are not asking for any kind of commitment at this time, only a preliminary assessment given your knowledge of your town and its priorities.

We would be pleased to meet with you to discuss this project, answer your questions, and listen to your thoughts. In order for us to make a decision in time for the 2009 construction season, we would like your input by the end of this June. For more information, or to schedule a meeting, please contact David Sherlock, manager of our capital Bridge Program by phone at 624-3490, or by e-mail at David.Sherlock@maine.gov. We look forward to hearing from you.

Sincerely,

Bruce A. Van Note
Deputy Commissioner, MaineDOT



PRINTED ON RECYCLED PAPER

THE MAINE DEPARTMENT OF TRANSPORTATION IS AN AFFIRMATIVE ACTION - EQUAL OPPORTUNITY EMPLOYER

2007 Town Report
Printer Bids

bmissionior	Printer	Address	Add2	CSZ	Phone	90 pages	each	170 pages	each
3/10/08	Xpress of Maine	144 Fore St. Ste F	PO Box 7524	Portland, Me 04112	775-2444	\$2,014.50	\$2.37	\$0.00	\$0.00
3/14/08	T. Pine	382 Leonard Bridge Rd.		Lebanon, CT 06249	860-642-7139	\$2,822.00	\$3.32	\$3,545.00	\$4.17
3/26/08	Minuteman Press	PO Box 1830		North Conway, NH 03860	603-356-2010	\$3,110.45	\$3.66	\$4,321.35	\$5.08
3/5/08	Maine Label & Printing	141 Whites Bridge Rd		Standish, Maine 04084	892-1850	\$3,145.00	\$3.70	\$5,074.50	\$5.97

XPress of Maine

144 Fore St Ste F
 P.O. Box 7524
 Portland, ME 04112

**QOTATION**

Quote Number: 128
 Quote Date: Mar 10, 2008
 Page: 1

Voice: (207) 775-2444
 Fax: (207) 775-5953

Town of Raymond
 401 Webbs Mills Road
 Raymond, ME 04071

Order #	Copy Date	Payment Terms	Quote #
Raym-01	4/9/08	Net 30 Days	2192899

Quantity	Item	Description	Unit Price	Amount
		Additional black & white pages would be at .02 per page		
1,700.00	65# White Cover	Paper Stock	0.06	102.00
850.00	Color Copy 8.5x11	Front Cover (stock included above)	0.20	170.00
76,500.00	Copy 8.5x11	850 sets of 90 originals	0.02	1,530.00
850.00	Superbind	Tape Bind	0.25	212.50
Subtotal				2,014.50
Sales Tax				
TOTAL				2,014.50



T. PINE

NEW ENGLAND TOWN PRINTERS SINCE 1970
382 LEONARD BRIDGE RD.
LEBANON, CT. 06249
TEL: 860-642-7139
FAX: 860-642-7339
e-MAIL: bob.harper@snet.net

DATE: 3-14-87

Page 1 of 4

QUOTATION COVER SHEET - QUOTATION COVER SHEET

TO: MS. LOUISE H. LESTER – TOWN OF RAYMOND, ME.

From: Bob Harper

We are pleased to quote you as follows:

A. One T. Pine **THREE YEAR** Quote/Contract pricing sheet for the printing of the RAYMOND, ME. Annual Town Report.

B. One T. Pine list of **MUNICIPAL & TOWN REFERENCES**.

Samples of annual reports and or samples of different paper stocks, upon request.

Thank you for giving us the opportunity to quote.

WE ALSO PRINT AT GREAT PRICES:

ENVELOPES - LETTERHEADS - COMPUTER FORMS - CHECKS

TOWN CALENDARS - TRANSFER STATION WINDSHIELD STICKERS

PARKS & RECREATION BROCHURES - BUDGETS - FINANCIAL

REPORTS - POLITICAL FLYERS - POLITICAL POSTERS - TAX FORMS

TO: MS. LOUISE H. LESTER – TOWN OF RAYMOND, ME.

FOR: TOWN OF RAYMOND, ME.

JOB NAME: 2007 TOWN REPORT

QUANTITY: 850 NO UNDERS

FINISHED SIZE: 8.5" X 11"

COPY: CAMERA READY COPY ON DISC.

NO. OF PAGES: 90 + COVER

COVER INK-COVER SIDE 1: BLACK

SPINE-INK: BLACK

INK-COVER SIDE 2: BLACK

INK-TEXT: BLACK

COVER: 110 LB. C1S

TEXT: 50 LB. WHITE.

FINISHING: PERFECT BIND, TRIM, CARTON PACK & END LABEL CARTONS.

PROOF: 1st SET AT NO CHARGE AT CUSTOMER'S OFFICE 3 WORK DAYS AFTER RECEIPT OF COPY.

DELIVERY DATE: 5-01-08 OR SOONER. FIRM DELIVERY DATE.

DELIVERY POINT: QUOTED DELIVERED TO RAYMOND, ME. 04071. INSIDE DELIVERY

COST: FOR 850 REPORTS OF 90 PAGES INCLUDING DELIVERY TO RAYMOND, ME.

\$2,472.00

COST FOR ADD'L "90" PAGE REPORTS AT TIME OF PRINTING \$2.91

COST FOR ADD'L 4 PAGES AT TIME OF PRINTING: \$110.00 4 LESS PAGES: \$24.00

ADD'L COST TO PRINT COVER IN DIGITAL 4 COLOR: \$350.00

THE ABOVE QUOTE/CONTRACT PRICING MAY ALSO BE USED BY THE TOWN OF RAYMOND, ME. FOR THE PRINTING OF THEIR 2008 & 2009 ANNUAL TOWN REPORTS. PRICING IS FIRM THROUGH 5-01-10

TO: MS. LOUISE H. LESTER - TOWN OF RAYMOND, ME.

FOR: TOWN OF RAYMOND, ME.

JOB NAME: 2007 TOWN REPORT

QUANTITY: 850 NO UNDERS

FINISHED SIZE: 8.5" X 11"

COPY: CAMERA READY COPY ON DISC.

NO. OF PAGES: 170 + COVER

COVER INK-COVER SIDE 1: BLACK

SPINE-INK: BLACK

INK-COVER SIDE 2: BLACK

INK-TEXT: BLACK

COVER: 110 LB. C1S

TEXT: 50 LB. WHITE.

FINISHING: PERFECT BIND, TRIM, CARTON PACK & END LABEL CARTONS.

PROOF: 1st SET AT NO CHARGE AT CUSTOMER'S OFFICE 3 WORK DAYS AFTER RECEIPT OF COPY.

DELIVERY DATE: 5-01-08 OR SOONER. FIRM DELIVERY DATE.

DELIVERY POINT: QUOTED DELIVERED TO RAYMOND, ME. 04071. INSIDE DELIVERY

COST: FOR 850 REPORTS OF 170 PAGES INCLUDING DELIVERY TO RAYMOND, ME.

\$3,195.00

COST FOR ADD'L "170" PAGE REPORTS AT TIME OF PRINTING \$3.76

COST FOR ADD'L 4 PAGES AT TIME OF PRINTING: \$75.00 4 LESS PAGES: \$16.00

ADD'L COST TO PRINT COVER IN DIGITAL 4 COLOR: \$350.00

THE ABOVE QUOTE/CONTRACT PRICING MAY ALSO BE USED BY THE TOWN OF RAYMOND, ME. FOR THE PRINTING OF THEIR 2008 & 2009 ANNUAL TOWN REPORTS. PRICING IS FIRM THROUGH 5-1-10



T. PINE

**NEW ENGLAND TOWN PRINTERS SINCE 1970
382 LEONARD BRIDGE RD.
LEBANON, CT. 06249
TELEPHONE 860-642-7139
FAX 860-642-7339**

REFERENCES

- 1. Town of Alton, NH. - 2004, 2005, 2006 & 2007 Annual Town Report - Contact Name: Ms. Patricia Rockwood - Telephone # 603-875-2161.**
- 2. Colebrook, NH. School District - 1996, 2002, 2004 & 2005 Annual School Report - Contact Name: Ms. Patricia Grover - Telephone # 603-237-5571.**
- 3. Town of Chatham, MA. - 2004, 2005, 2006 & 2007 Annual Town Report - 2006, 2007 & 2008 Town Warrant - Contact Name Ms. Ramona McDonald - Telephone # 508-945-5107.**
- 4. Town of Longmeadow, MA. - 2003, 2004, 2005 & 2006 Annual Town Report - Contact Name: Ms. Cindy French - Telephone # 413-565-4110.**
- 5. Town of Shrewsbury, MA. - 2001, 2002 Annual Town Report & Warrant - Contact Name: Ms. Paula Brady - Telephone # 508-841-8508.**
- 6. Town of Canton, CT. - 2003, 2005 Annual Town Report - Contact Name: Ms. Denice Capitani - Telephone # 860-693-7841.**
- 7. Town of Hatfield, MA. - 2005, 2006 & 2007 Annual Town Report - Contact Name: Ms. Teresa Fortier - Telephone # 413-247-9200.**
- 8. Everett, MA. Public Schools - 2003, 2005 Teacher & Student Handbooks - Contact Name: Ms. Elaine Lanni - Telephone # 617-389-7950.**
- 9. Town of Orange, CT. - 2003, 2004 Annual Town Report - Contact Name: Mr. Mitch Goldblatt - Telephone # 203-891-2722.**
- 10. Town of South Hadley, MA. - 2004, 2005 & 2006 Annual Town Report - Contact Name: Ms. Lisa Napiorkowski - Telephone # 413-538-5017.**
- 11. City of Warwick, RI. - Board of canvassers - 2006 Master Voter Book - Contact Name: Mr. Joseph Gallucci - Telephone # 401-738-2000.**
- 12. Town of Charlestown, NH. - 2006 Annual Town Report - Contact Name: Ms. Patricia Royce - Telephone # 603-826-4400.**
- 13. Town of Newfields, NH. - 2005 & 2006 Annual Town Report - Contact Name: Ms. Nancy Spencer - Telephone # 603-772-5070.**
- 14. Town of North Haven, CT. - 2007 Annual Town Warrant - Contact Name: Mr. Vince Palmeri - Telephone # 203-239-5321.**

**EXTENSIVE ADDITIONAL MUNICIPAL REFERENCES,
BOOK SAMPLES & PAPER SAMPLES UPON REQUEST.**



T. PINE NEW ENGLAND TOWN PRINTERS SINCE 1970 - 382 LEONARD BRIDGE RD. - LEBANON, CT. 06249
 TEL. # 860-642-7139 - FAX # 860-642-7339 - eMAIL: bob.harper@snet.net

DATE: 02-21-08

PAGE 1 OF 1

*** REQUEST FOR CLARIFICATION OF SPECIFICATIONS AND LAST WINNING PRICE ***

TO: MS. LOUISE LESTER - TOWN OF RAYMOND, ME.

From: Bob Harper

Thank you for giving us the opportunity to quote on the printing of your, "2007 ANNUAL TOWN REPORT".

In order to provide you with the best possible price and to update our data base, we are requesting the following additional information.

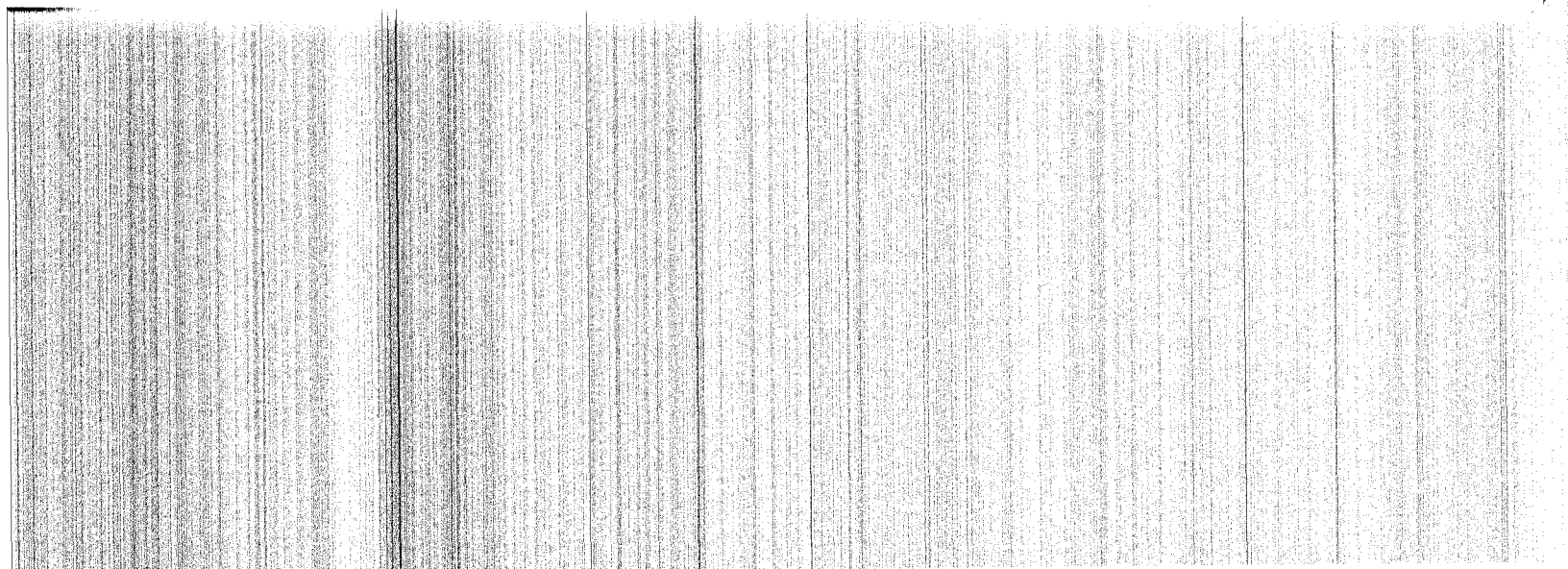
If possible please complete, sign and fax back by "2-29-08, or sooner".

1. Will ALL your copy that you proved to the printer be camera ready? YES - NO DIGITAL
2. What date will ALL your camera ready copy be ready for the printer? APRIL 15th. or earlier
3. Will your camera ready copy have page numbers put on by the town or by the printer TOWN - PRINTER
4. Will any of your camera ready copy be on sheets? YES - NO WE COULD PROVIDE A HARD COPY.
5. Can you provide all your camera ready copy as a PDF file? YES - NO ^{FTP} form
6. Since camera ready copy can be proofed by the customer prior to giving to the printer, will you still need a proof from the printer? NO - YES
7. Number of reports purchased last year? 850
8. Number of pages in last year's book? 170
9. Last year's winning bid amount was? \$ ---
10. Does the last winning bid price include a color picture on the front cover? YES - NO
11. Is the cover on the last report stapled on or glued on? STAPLED - GLUED SELF BIND
12. Name of last year's winning vendor? ---

Any questions, please feel free to call or email.

Thanking you in advance for your prompt reply.

Signed by: *Louise N. Lester* Date: 2/26/08
Town Clerk





Minuteman Press
P.O. Box 1830
North Conway, NH 03860
603-356-2010 Fax: 603-356-8367

minuteman@ncmmp.com
www.ncmmp.com

Quotation

Date: 26-Feb-2008

Bill To: Town Of Raymond
Louise Lester
401 Webbs Mills Rd.
Raymond Me 04071

Phone: (207) 655-4742
Fax: (207) 655-3024
Email: louise.lester@raymondmaine.org

Ship To: Town Of Raymond
Louise Lester
401 Webbs Mills Rd.
Raymond Me 04071

Phone: (207) 655-4742
Fax: (207) 655-3024
Email: louise.lester@raymondmaine.org

POSTERS AND BANNERS AND SIGNS, OH MY!
Minuteman Press has added WIDE FORMAT color printing to our list of in-house services!

850 Town Report - 90 pages (Job ID 90321)

\$3,110.45

Component: Full Color Cover
Cut to 11x17.25
2 one-sided originals, produce as two-sided (duplex) Digital Prints
850 Color Digital Prints of 2 Pages
12 x 18 • Hammermill Color Copy 80# Cover • White

Component: Signatures
Cut to 8.5 x 11 (Letter)
90 one-sided originals, produce as two-sided (duplex) Digital Prints
425 Black and White Digital Prints of 90 Pages
11 x 17 • 50# Offset • White

Component: Booklet Bindery
Perfect Binding - 850 Pieces.

Note: This quote is to print the annual town report for Raymond, ME. The report consists of a cover printed in digital color on one side, black only on the reverse. There are 90 inside pages to the report, digitally printed in black on both sides of each sheet, using 50# offset (20# bond). All files to be submitted electronically, pre-numbered - Minuteman will imposition pages for printing. Final size of the annual report will be 8.5x11 with a perfect bound cover. 32# Bond can be substituted for the 50# offset for an additional charge of \$260.00.

Terms: Net 30 days Quote valid for 30 days. Changes to design/layout after the project start may

850 Town Report - 170 pages (Job ID 90322)

\$4,321.35

Component: Full Color Cover

Cut to 11x17.25

2 one-sided originals, produce as two-sided (duplex) Digital Prints

850 Color Digital Prints of 2 Pages

12 x 18 • Hammermill Color Copy 80# Cover • White

Component: Signatures

Cut to 8.5 x 11 (Letter)

170 one-sided originals, produce as two-sided (duplex) Digital Prints

425 Black and White Digital Prints of 170 Pages

11 x 17 • 50# Offset • White

Component: Booklet Bindery

Digital File Handling

Perfect Binding - 850 Pieces.

Note: This quote is to print the annual town report for Raymond, ME. The report consists of a cover printed in digital color on one side, black only on the reverse. There are 170 inside pages to the report, digitally printed in black on both sides of each sheet, using 50# offset (20# bond). All files to be submitted electronically, pre-numbered - Minuteman will imposition pages for printing. Final size of the annual report will be 8.5x11 with a perfect bound cover.

32# Bond can be substituted for the 50# offset for an additional charge of \$495.00.

Terms: Net 30 days Quote valid for 30 days. Changes to design/layout after the project start may

Payment is due upon completion of work unless other arrangements are made. Interest on unpaid balances will be charged at 1.5% per month. Any and all expenses related to collection of an unpaid balance shall be paid by the customer.

Page 2 of 2



maine label & printing, LLC

QUOTATION

March 5, 2008

To: Louise Lester – Town of Raymond
From: Tim Greer
Subject: 2007 Town Report

Item: 2007 Town Report
Pages: 96 Pages plus cover
Stock Inside: 50# White Offset
Stock Cover: 10PT C1S
Bindery: Perfect Bound
Pictures: Up to 25 BW
Print Inside: 1/1 Black Text
Print Cover: 4/1 Color front cover with black inside front & back cover
Delivery: 12 – 15 Work days
Quantity: 850 @ \$3.70/ea.

176 Pages + cover: 850 @ \$ 5.97/ea.
(white & blue pages)

Finished quantity may vary + (-) 10% from quantity ordered. Prices firm for 30 days.
Fob delivered.

Thank you


Tim Greer
Maine Label & Printing, LLC

**Town of Raymond
Raymond, Maine
Municipal Warrant For Prosecuting
Unlicensed Dog Owners/Keepers**

State of Maine
Title 7 MRSA Chapter 721 & Section 3943

Cumberland County, ss.

To Donald Alexander, Animal Control Officer of the municipality of Raymond, Maine.

In the name of the State of Maine and in accordance with the provisions of Title 7 MRSA Section 3943 as amended, you are hereby directed to send a notice of violation or call on, the attached list of owners/keepers of a dog (six months old as of January 1st, 2008) that are unlicensed in violation of Title 7 MRSA Chapter 721.

You are also hereby to make a demand on the owner of keeper to obtain a license from the municipal clerk within seven (7) days from the date of the demand and to remit to the clerk the license and recording fees plus a late fee of \$25.00 per dog licensed.

Finally, you are hereby directed to enter summons and complaint as soon as possible for those owners/keepers who fail to comply with the order.

And you will make return of this warrant, with your doings thereon, to the Municipal Officers of said Raymond by July 1st of 2008.

Given under our hands at Raymond in the County of Cumberland on the eighteenth day of March A.D. 2008.

For Municipal Officers of Raymond, Maine.

Mark Gendron, Chairman

Joseph Bruno

Dana Desjardins

Mike Reynolds

Lawrence Taylor

Subject: Request for next agenda 3/25

From: "Louise Lester" <louise.lester@raymondmaine.org>

Date: Fri, 14 Mar 2008 10:26:53 -0400

To: "Dana Desjardins" <dana.desjardins@raymondmaine.org>, "Joseph Bruno" <jbruno@communityrx.com>, "Don Willard" <don.willard@raymondmaine.org>, "Lonnie Taylor" <LTAYLOR@IDS.TC>, "Mike Reynolds" <sjmr@maine.rr.com>, "Mark Gendron" <markgendron@maine.rr.com>

CC: "Laurie Cook" <laurie.cook@raymondmaine.org>

Would you consider reserving the 2007-2008 Hazardous Waste budget figure of \$3,750 into the new year. This would allow Raymond to join Casco and Naples in a hazardous waste day arranged by AVCOG during next summer. We could do it in June but Casco and Naples would like to have it later in the summer to allow summer residents to participate.

Louise H. Lester, Town Clerk
Town of Raymond
401 Webbs Mills Rd
Raymond, Maine 04071
207-655-4742 ext. 21
louise.lester@raymondmaine.org



*401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742*

Date: March 25, 2008

To: Board of Selectmen
From: Donna Lovely, Tax Collector

Re: Quitclaim for account B1717R; property located at 42 Main Street, Raymond

The Town of Raymond had foreclosed on this property, which was also foreclosed on by the mortgage holder, Downeast Mortgage. All delinquent taxes have now been paid by Downeast Mortgage and I have verified with our attorneys that you can quitclaim directly to the mortgage company.

Maine Short Form Quit Claim Deed Without Covenant

THE INHABITANTS OF THE TOWN OF RAYMOND, a body politic located at Raymond, County of Cumberland and State of Maine, for consideration paid, releases to DOWNEAST MORTGAGE CORPORATION in said county and State, a certain parcel of land situated in the Town of Raymond, County of Cumberland and State of Maine, being all and the same premised described at Map 50, Lot 16

The purpose of this conveyance is to release any interest which this grantor may have in and to the above premises by virtue of a lien filed for nonpayment of taxes on said parcel of land with particular reference being made to a lien filed against Map 50, Lot 16 in the name of JOHNSTON DAVID W. and recorded in said Registry of Deeds.

BK 25536 PG 229 BK 24372 PG 153 BK 23124 PG 021

IN WITNESS WHEREOF, the said INHABITANTS OF THE TOWN OF RAYMOND has caused this instrument to be sealed with its corporate seal and signed in its corporate name by MARK GENDRON, DANA DESJARDINS, MIKE REYNOLDS, JOSEPH BRUNO AND LAWRENCE TAYLOR thereto duly authorized, this _____ day of MARCH, 2008.

THE INHABITANTS OF THE TOWN OF RAYMOND

Witness to All

By: _____
MARK GENDRON, Selectman

DANA DESJARDINS, Selectman

MIKE REYNOLDS, Selectman

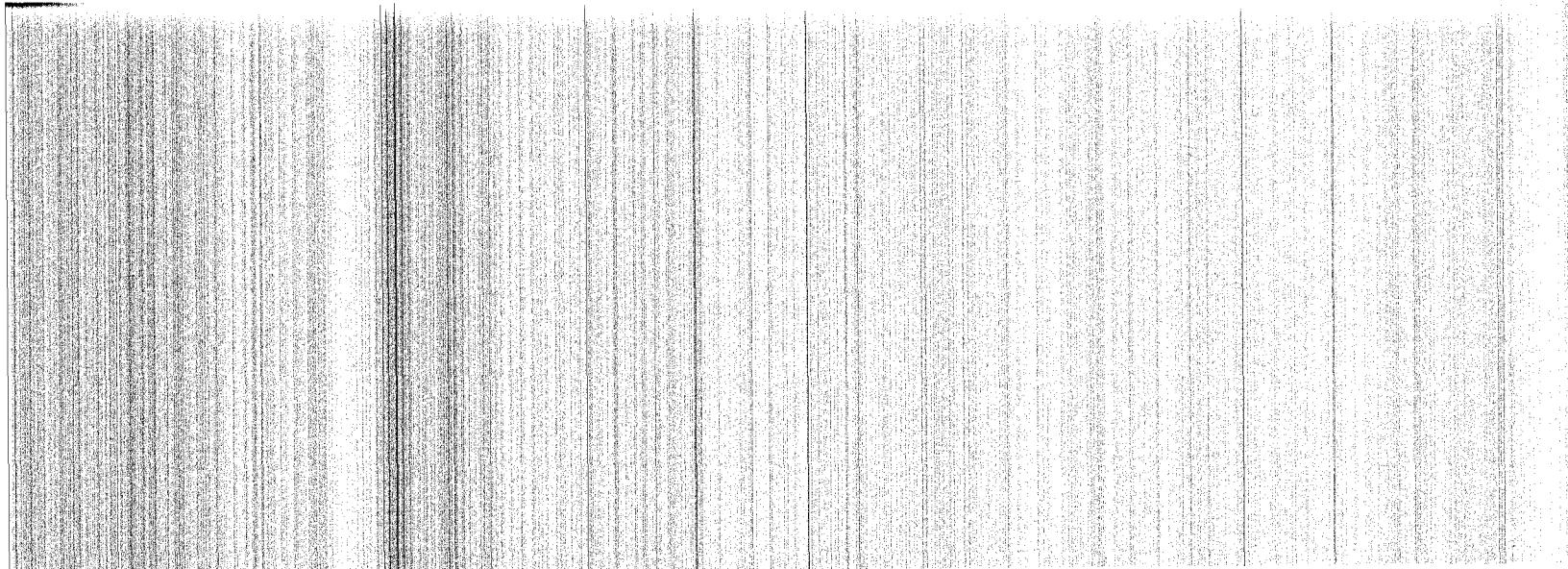
JOSEPH BRUNO, Selectman

LAWRENCE TAYLOR, Selectman

STATE OF MAINE
CUMBERLAND, SS.

Personally appeared the above named Mark Gendron, Dana Desjardins, Mike Reynolds, Joseph Bruno, and Lawrence Taylor aforesaid Selectmen, known to me, this _____ day of March, 2008 and acknowledged before me the foregoing instruments to be their free act and deed in their said capacity and the free act and deed of said Grantor Corporation.

Notary Public



TOWN OF RAYMOND Assessing Office

401 Webbs Mills Road Raymond, Maine 04071
Phone 207.655.4742 x51 Fax 207.655.3024
assessor@raymondmaine.org

The following 6 abatements have been decided by the Raymond Board of Assessors.

	Acct#	Map	Lot	Sub	Type	Owner	Reason	Year	Taxed Value	Abated Value	Abated Tax
40	M3016R	001	008	000	000	Miller, Gary	Assessed value in excess of listing price	2007	417,100	51,400	524.28
41	P0003R	016	052	000	000	Waterman, Aimee	correct pricing error, adjust value based on appraisal	2007	433,800	68,100	694.62
42	F0950R	023	023	000	000	Foster, Nancy	access limited by wetland and lack of ROW	2007	73,500	36,800	375.36
43	G0090P	PP				Raymond Laundry	back taxes from prior owner and prior equipment	2005			409.84
44	P5001R	PP				Plummer Heirs	old assessment of unknown origin				11.97
45	D3007R	041	108	000	000	Dibiase-Gagnon, Lori	homestead exemption omitted for three years				386.10

Voted by the Raymond Assessors on: _____



401 Webbs Mills Road
Raymond, Maine 04071

MEMORANDUM

TO: Board of Selectmen
FROM: Don Willard
DATE: March 20, 2008

Given the change in the combined Board of Selectmen Budget Committee Meeting to discuss the proposed fiscal year 2008/2009 municipal budget to April 1st, staff is recommending that the regular Board of Selectmen meeting be changed from the 1st and 15th of April, to the 8th and 22nd of April.

If you have any questions, please do not hesitate to contact me.