



Budget-Finance Committee

Minutes

April 1, 2025, at 6:30pm
At Broadcast Studio & Via Zoom

Committee Members Present: Karen Lockwood - Chair, Shawn McKillop - Vice Chair, Deanna Lee, Frank McDermott, Cliff Small, Don Willard

Committee Members Absent: Chris Hanson

Town Staff Present: Joe Crocker (Interim Town Manager/Director of Parks & Recreation); Melanie Fernald (Town Clerk); Brenda Fox-Howard (Finance Director); Lee O'Connor (Deputy Fire Chief); Nathan White (Public Works Director)

1. Called to order by Vice Chair McKillop at 6:30pm with a quorum present.
2. Annual Town Meeting Warrant Budget Articles Recommendations

ARTICLE 3: Referendum Question A: To see if the Town will vote to:

1. Set the date the 1st half of taxes due to October 31, 2025, and the 2nd half of taxes due to April 30, 2026;
2. Set the interest rate for unpaid balances and for abated taxes at seven and a half percent (7.5%) for the fiscal year;
3. Authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. §506, with no interest; and
4. Authorize the Select Board on behalf of the Town to sell and dispose of any property acquired by the Town for nonpayment of taxes pursuant to the policy adopted by the Select Board, as may be amended from time to time, the policy to remain consistent with State statutes and laws; in all cases conveyance to be made by municipal quitclaim deed.

Select Board recommends Article 3

Budget-Finance Committee recommends Article 3

Motion to recommend as presented by Mr. McDermott. Seconded by Ms. Lee.

Unanimously approved

ARTICLE 4: Referendum Question B: To see if the Town will vote to raise and appropriate **\$3,125,416** for General Government Services (Administration; Assessing; Code Enforcement; Employee Benefits; General Assistance; Insurances; Recreation; and Technology;).

The budget figures will be assigned as follows:

<i>Administration</i>	<i>\$724,316</i>
<i>Assessing</i>	<i>\$98,257</i>
<i>Code Enforcement</i>	<i>\$250,650</i>
<i>Employee Benefits</i>	<i>\$1,332,504</i>
<i>General Assistance</i>	<i>\$15,000</i>
<i>Insurances, Workers Comp</i>	<i>\$187,639</i>
<i>Recreation</i>	<i>\$294,850</i>
<i>Technology</i>	<i>\$222,200</i>

Select Board recommends Article 4

Budget-Finance Committee recommends Article 4

Motion to recommend as presented by Mr. McDermott. Seconded by Mr. Small.
Unanimously approved

ARTICLE 5: Referendum Question C: To see if the Town will vote to raise and appropriate **\$1,627,495** for Public Works.

The budget figures will be assigned as follows:

<i>Public Works</i>	<i>\$1,095,156</i>
<i>Town Buildings</i>	<i>\$47,250</i>
<i>Solid Waste</i>	<i>\$457,089</i>
<i>Cemeteries</i>	<i>\$28,000</i>

Select Board recommends Article 5

Budget-Finance Committee recommends Article 5

Motion to recommend as presented by Ms. Lee. Seconded by Mr. McDermott.
Unanimously approved

ARTICLE 6: Referendum Question D: To see if the Town will vote to raise and appropriate **\$1,445,806** for Public Safety.

The budget figures will be assigned as follows:

<i>Fire/Rescue Department</i>	<i>\$1,396,990</i>
<i>Animal Control</i>	<i>\$48,816</i>

Select Board recommends Article 6

Budget-Finance Committee recommends Article 6

Motion to recommend as presented by Mr. McDermott. Seconded by Mr. Small.

Unanimously approved

ARTICLE 7: Referendum Question E: To see if the Town will vote to authorize the Select Board to dispose of Town owned personal property with value not to exceed **\$75,000**.

Select Board recommends Article 7

Budget-Finance Committee recommends Article 7

Motion to recommend as presented by Ms. Lee. Seconded by Mr. McDermott.

Unanimously approved

ARTICLE 8: Referendum Question F: To see if the Town will vote to authorize the Select Board to appropriate from undesignated fund balance (surplus) to meet the unanticipated needs of the community that occur during the fiscal year and/or to adjust the tax rate as the Select Board deem advisable, an amount not to exceed **\$75,000**.

Select Board recommends Article 8

Budget-Finance Committee recommends Article 8

Motion to recommend as presented by Mr. Small. Seconded by Ms. Lee.

Unanimously approved

ARTICLE 9: Referendum Question G: To see if the Town will vote to authorize the Select Board to transfer funds between appropriation accounts as long as the grand total of all appropriation is not exceeded, any such transfers to be approved only at a properly called public meeting of the Select Board.

Select Board recommends Article 9

Budget-Finance Committee recommends Article 9

Motion to recommend as presented by Mr. Small. Seconded by Mr. McDermott.

Unanimously approved

ARTICLE 10: Referendum Question H: To see if the Town will vote to authorize the Select Board to:

- Allow Town Staff to make application for and execute any documents related to a grant;
- Accept or reject grants, donations and/or gifts of money to the Town of Raymond; and
- Authorize the expenditure of monies awarded, donated and/or gifted for the purposes specified in the grant, donation, and/or gift.

Select Board recommends Article 10

Budget-Finance Committee recommends Article 10

Motion to recommend as presented by Mr. Small. Seconded by Mr. McDermott.

Unanimously approved

ARTICLE 11: Referendum Question I: To see if the Town will vote to authorize the Select Board to appropriate from undesignated fund balance (surplus) to reduce the property tax commitment as the Select Board deem advisable an amount not to exceed **\$700,000**.

Select Board recommends Article 11

Budget-Finance Committee recommends Article 11

Motion to recommend as presented by Mr. McDermott. Seconded by Mr. Small.

Unanimously approved

ARTICLE 12: Referendum Question J: To see if the Town will vote to appropriate **\$511,177** from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2025-2026 project proposed in the Tax Increment Financing District Development Program (*for details see Addendum 1*).

Select Board recommends Article 12

Budget-Finance Committee recommends Article 12

Motion to recommend as presented by Mr. McDermott. Seconded by Mr. Small.

Unanimously approved

ARTICLE 13: Referendum Question K: To see if the Town will vote to appropriate from the Tassel Top Park Enterprise fund the amount of **\$144,500** for the administration of activities at the Park, and to allocate all revenues generated by Park operations to be recorded in and retained by the Tassel Top Park Enterprise fund.

Select Board recommends Article 13

Budget-Finance Committee recommends Article 13

Motion to recommend as presented by Mr. McDermott. Seconded by Mr. Small.

Unanimously approved

ARTICLE 14: Referendum Question L: To see if the Town will vote to appropriate from the Recreation Programs special revenue fund the amount of **\$198,500** for the administration of activities at the programs, and to allocate all revenues generated by program operations to be recorded in and retained by the Recreation Programs Enterprise fund.

Select Board recommends Article 14

Budget-Finance Committee recommends Article 14

Motion to recommend as presented by Mr. McDermott. Seconded by Ms. Lee.

Unanimously approved

ARTICLE 15: Referendum Question M: To see if the Town will vote to raise and appropriate **\$578,840** for Debt Services.

The budget figures will be assigned as follows:

<u>2022 Lease Purchase Rescue Pumper Truck</u>	<u>\$58,063</u>
<u>2023 Tassel Top Snack Shack & PW Garage Design</u>	<u>\$266,800</u>
<u>2024 Broadband Fiber Ring Loan</u>	<u>\$253,977</u>

Select Board recommends Article 15

Budget-Finance Committee recommends Article 15

Motion to recommend as presented by Mr. McDermott. Seconded by Mr. Small.

Unanimously approved

ARTICLE 16: Referendum Question N: To see if the Town will vote to raise and appropriate **\$203,701** for the Raymond Village Library.

Select Board recommends Article 16

Budget-Finance Committee recommends Article 16

Motion to recommend as presented by Ms. Lee. Seconded by Mr. Small.

Unanimously approved

ARTICLE 17: Referendum Question O: To see if the Town will vote to raise and appropriate **\$415,000** and move from abandoned or completed projects that have been carried forward in the CIP **\$135,623** (a total of \$550,623) for the Capital Improvement Program.

The budget figures will be assigned as follows:

Raise & Appropriate

<i>Public Works Equipment</i>	<i>\$281,373</i>
<i>Public Works Paving</i>	<i>\$119,791</i>
<i>Public Safety Fire Apparatus Reserve</i>	<i>\$13,836</i>

Carry Forward & move

<i>Public Works Equipment</i>	<i>\$34,603</i>
<i>Public Works Paving</i>	<i>\$66,417</i>
<i>Public Safety Fire Apparatus Reserve</i>	<i>\$34,603</i>

Select Board recommends Article 17

Budget-Finance Committee recommends Article 17

Motion to recommend as presented by Mr. McDermott. Seconded by Mr. Small.
Unanimously approved

ARTICLE 18: Referendum Question P: To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) accounts, the Healthcare Reimbursement Accounts (H.R.A.), and the Employee Compensation Account.

Select Board recommends Article 18

Budget-Finance Committee recommends Article 18

Motion to recommend as presented by Ms. Lee. Seconded by Mr. Small.
Unanimously approved

ARTICLE 19: Referendum Question Q: To see if the Town will vote to raise and appropriate **\$67,500** for the RTP Micro-Van Service.

Select Board recommends Article 19

Budget-Finance Committee recommends Article 19

Motion to recommend as presented by Mr. McDermott. Seconded by Ms. Lee.
Unanimously approved

ARTICLE 20: Referendum Question R: To see if the Town will vote to raise and appropriate \$13,250 for Provider Agencies, \$1,500 for Crescent Lake Watershed Association, \$750 for the Lakes Region Chamber of Commerce, \$10,000 for the Thomas Pond Dam Restoration, and \$1,000 to be used at the Town Manager's discretion.

Select Board recommends Article 20

Budget-Finance Committee recommends Article 20

Motion to recommend as presented by Mr. McDermott. Seconded by Mr. Small.
Unanimously approved

ARTICLE 21: Referendum Question S: To see if the Town will vote to appropriate the total sum of \$2,221,180 from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds, which may be available from the federal government, and any other sources.

Select Board recommends Article 21

Budget-Finance Committee recommends Article 21

Motion to recommend as presented by Mr. Small. Seconded by Mr. McDermott.
Unanimously approved

ARTICLE 22: Referendum Question T: To see if the Town will vote to accept certain State Funds as provided by the Maine State Legislature during the fiscal year beginning July 1, 2025, and any other funds provided by any other entity including but not limited to:

Municipal Revenue Sharing

Local Road Assistance

Emergency Management Assistance

Snowmobile Registration Money

Homestead Exemption

Tree Growth Reimbursement

General Assistance Reimbursement

Veteran's Exemption Reimbursement

Business Equipment Tax Exemption (B.E.T.E.) Reimbursement

State Grant or Other Funds

Select Board recommends Article 22

Budget-Finance Committee recommends Article 22

Motion to recommend as presented by Mr. Small. Seconded by Mr. McDermott.
Unanimously approved

ARTICLE 23: Referendum Question U: To see if the Town will vote to authorize the use of Town employees and/or Town owned equipment or independent contractor(s) hired by the Town for maintenance on private roads in special and certain circumstances where in the public's interest.

Select Board recommends Article 23

Budget-Finance Committee recommends Article 23

Motion to recommend as presented by Mr. Small. Seconded by Mr. McDermott.

Unanimously approved

ARTICLE 24: Referendum Question V: To see if the Town will vote to appropriate from undesignated fund balance **\$642,568** for the employee benefits liability.

Select Board recommends Article 24

Budget-Finance Committee recommends Article 24

Motion to recommend as presented by Mr. McDermott. Seconded by Mr. Small.

Unanimously approved

ARTICLE 25: Referendum Question W: To see if the Town will vote to:

1. Authorize the Select Board to enter into a lease purchase agreement for an amount not to exceed **\$1,600,000** not including interest and/or legal fees on such terms as they deem advisable for the purpose of purchasing a new stock ladder truck, and
2. Raise and an appropriate amount not to exceed:
 - a. **\$334,152** for the payment due in fiscal year 2025-2026 for the (5) year lease option.
 - b. **\$250,058** for the payment due in fiscal year 2025-2026 for the (7) year lease
 - c. **\$187,348** for the payment due in fiscal year 2025-2026 for the (10) year lease
 - d. **Or** option shown below through the Maine Municipal Bond bank beginning in the Fall offering 25/26 for a (20) year term.
3. Payment Every Year: **\$112,700.43**
4. Total of 20 Payments **\$2,254,008.55**
5. Total Interest **\$788,008.55**

Treasurer's Statement

Total Indebtedness as of June 30, 2025:

<i>Outstanding Principal Balance</i>	<i>\$ 1,447,746</i>
<i>Authorized but unissued debt</i>	<i>\$ 0</i>
<i>New Debt to be issued if Article 25 passes</i>	<i><u>\$ 1,447,746</u></i>
<i>Total Debt Outstanding if Article 25 passes</i>	<i>\$000,000</i>

Costs

The projected interest rate is a maximum rate of 5% per annum for a (5), (7), (10) or (20) year term the estimated costs of this lease purchase will be as follows: TBD

<i>Principal</i>	<i>\$1,447,746</i>
<i>Interest</i>	<i><u>\$?0,000</u></i>
<i>Total Debt Service</i>	<i>\$?00,000</i>

Validity Disclaimer

The validity and voters' ratification of the new debt may not be affected by any errors in the above estimates. If the actual amount of the new debt varies from the estimate, the ratification by the voters is nevertheless conclusive and the validity of the new debt is not affected by reason of the variance.

Respectfully,

Brenda Fox-Howard
Finance Director

Select Board recommends Article 25
Budget-Finance Committee recommends Article 25

Motion to recommend as presented* by Mr. Small. Seconded by Mr. McDermott.
Unanimously approved

*The Committee and Staff noted that the best financing option presented above will be chosen, and the extra language noting other options will be removed prior to final approval of the warrant by the Select Board and the cleaned-up version will be printed on the ballots for voters.

3. Public Comment

Vice Chair McKillop opened the floor for Public Comment. No one spoke.

4. Budget-Finance Committee Comment

Vice Chair McKillop opened the floor for Committee Member Comment, the following Members spoke:

Mr. Small

Mr. McDermott

Mr. Willard

5. Adjournment

Motion to adjourn at 7:12pm by Mr. McDermott. Seconded by Ms. Lee.

Unanimously approved.