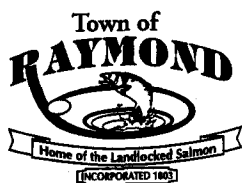




*SELECTMEN'S e-Packet  
List of Files  
September 18, 2007*

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**BOARD OF SELECTMEN  
AGENDA**

Tuesday, September 18, 2007

7:00 p.m.

JSMS Broadcast Studio

- 1) Call to order.
- 2) Minutes of previous meetings:
  - dated August 7, 2007
  - dated September 4, 2007
- 3) New business.
  - a) Commit 2007 property taxes, set tax rate – Contract Assessor Michael O'Donnell, O'Donnell & Associates
  - b) Discussion on condition of the Egypt Road and the transfer of responsibility to the Maine Department of Transportation – Public Works Director Nathan White
  - c) Consideration of resignation of Nelson Henry from Planning Board
  - d) Voting credentials for the MMA Annual Business Meeting – Delegate Town Manager Don Willard and Alternate Delegate Town Clerk Louise Lester
  - e) School consolidation information update – Selectman Joe Bruno
  - f) Maine Municipal Association (MMA) Legislative Policy Committee discussion – Vice Chair Mike Reynolds
- 4) Old (unfinished) business.
  - a) none
- 5) Town Manager Report and Communications.
- 6) Fiscal Warrants – Payroll and Appropriation Warrants – September 4, 2007.
- 7) Adjournment.

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



**BOARD OF SELECTMEN  
AGENDA SUMMARY**

Tuesday, September 18, 2007

7:00 p.m.

JSMS Broadcast Studio

- 1) Call to order.
- 2) Minutes of previous meetings:
  - dated August 7, 2007
  - dated September 4, 2007
- 3) New business.

**a) Commit 2007 property taxes, set tax rate – Contract Assessor Michael O'Donnell, O'Donnell & Associates**

At this writing Contract Assessor Michael O'Donnell is on vacation and unavailable to provide information regarding his recommendation for the 2007 Raymond municipal tax rate. According to Dennis Berube at O'Donnell & Associates, Mr. O'Donnell will bring this recommendation to the Board of Selectmen meeting on Tuesday evening. If, by any chance, this material is received earlier, it will be posted to the e-packet. The Selectmen had hoped to hold the current property tax rate of 10.20 per thousand of valuation, set last year. The ability to accomplish this outcome is largely dependent upon the growth in municipal valuation from last year to this year. These calculations are also being completed by Mr. O'Donnell. The Selectmen did, as a budgetary priority, carefully scrutinize all new spending proposals while also reducing and restructuring certain elements of the municipal budget, where possible, to minimize the level of tax increase. This year's municipal budget was approved at an increase of 3.175% which was below legal limits set by LD 1. Hopefully the growth in the town valuation will be sufficient to absorb this increase, and the increase of the school and county budgets, in order to allow the tax rate to remain as closely as possible to last year's level.

**b) Discussion on condition of the Egypt Road and the transfer of responsibility to the Maine Department of Transportation – Public Works Director Nathan White**

The e-packet contains documents related to the request of the Town of Gray to reclassify portions of Egypt Road and North Raymond Road (in Gray) as minor collector / state aid roadways. This designation was initiated by the Town of Gray and later supported by the Town of Raymond. Subsequent to this correspondence the Maine Department of Transportation did agree to reclassify these roadways as minor collector / state aid roadways. This approval was subject however to work being completed in Gray that included guard rail work and a culvert replacement project. Unfortunately the work in Gray did not proceed as quickly as anticipated and time passed from the original letter of intent received from the state to assume maintenance responsibility for these roadways. Now, August 14, 2007, Division Engineer David Sherlock (see enclosed) is indicating that road upgrade work will be required on the Raymond side, before the Egypt Road acceptance can occur. Public

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

Works Director Nathan White and Town Manager Don Willard disagree with this determination in that the state made a representation in 2005 to assume summer maintenance responsibility at which point the town began to plan for the orderly transition of the roadway to the state. Raymond did not anticipate having to do any paving work on this road to satisfy the transfer of maintenance responsibility. It is unfortunate that the Town of Gray took so long to complete the required work but this problem should not now result in additional costs for the Town of Raymond. Public Works Director Nathan White will be prepared to talk about the history of the possible transfer of summer maintenance of Egypt Road back to the State of Maine. (Raymond will still be responsible for plowing this roadway.) It is important to note that prior to 1982, Egypt Road was in fact a state road that was transferred to the Towns of Raymond and Gray.

**c) Consideration of resignation of Nelson Henry from Planning Board**

The Selectmen are being asked to accept the resignation of Nelson Henry from the Planning Board. See attached memo from Planning Board Chair Pat Clark.

**d) Voting credentials for the MMA Annual Business Meeting – Delegate Town Manager Don Willard and Alternate Delegate Town Clerk Louise Lester**

This is the annual authorization from MMA for voting delegate and voting alternate from the Town of Raymond. In prior years the Town Manager and Town Clerk have served in these capacities. This is the recommendation once again this year.

**e) School consolidation information update – Selectman Joe Bruno**

As has been the case for the past few meetings, Selectmen Joe Bruno will update the Board of Selectmen and the public on the activities of the regional consolidation committee.

**f) Maine Municipal Association (MMA) Legislative Policy Committee discussion – Vice Chair Mike Reynolds**

**4) Old (unfinished) business.**

**a) none**

**5) Town Manager Report and Communications.**

**6) Fiscal Warrants – Payroll and Appropriation Warrants – September 4, 2007.**

**7) Adjournment.**

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



# TOWN OF GRAY

6 Shaker Road  
Gray, Maine 04039  
[townmanager@graymaine.org](mailto:townmanager@graymaine.org)  
[www.graymaine.org](http://www.graymaine.org)

*R. Bel'el*  
*Selection verb* *DA*  
1738  
First Settled

January 18, 2005

Mr. Peter Caughlin, Director  
Division of Community Services  
Maine Department of Transportation  
State House Station 16  
Augusta, Maine 04333

Re: Reclassification of Local Roads

Dear Mr. Caughlin,

The Town of Gray is interested in reviewing the options of reclassifying two local roads that service the corridor between Rt. 85 in Raymond and Rt. 26 in Gray; the Egypt road and the North Raymond road. We understand that at least one of these roads was originally a state road prior to 1982. Today they represent a very active travel corridor for the two communities, servicing a much larger region.

Through the review process we will request both communities work together as we request the re-classification to that of a Minor Collector- State Aid. We further understand that winter maintenance would remain the responsibilities of the two communities while all spring, summer and fall maintenance including pavement would defer to the MDOT. We also understand that with such a change in classification all curb cut permits shall come under the sole jurisdiction of the MDOT and that the municipality could not approve local ordinances to restrict traffic on such designated roads.

While I cannot represent any decisions or outcomes, I can request that a formal package with application be forwarded to the Towns of Gray and Raymond. I look forward to working with you in the coming months to assure accurate information is provided to all of the decision making parties.

Cordially,



Mitchell A. Berkowitz  
Town Manager

CC: Don Willard-Raymond



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

JOHN ELIAS BALDACC  
GOVERNOR

February 22, 2005

DAVID A. COLE  
COMMISSIONER

Don Willard  
Raymond Town Manager  
401 Webbs Mills Rd  
Raymond, ME 04071

COPY

Dear Don,

This letter is in response to a recent request received by the department from the Town of Gray to upgrade the Egypt Rd and the North Raymond Rd to State Aid Highways. Based on this request this office will start the process of reviewing the functional classification of these roads.

We are requesting that if you have any additional information to be considered in our review process, please submit it promptly. To assist you in identifying any information which may be relevant, we have enclosed a list of items that are considered in our review process.

You will find enclosed (1) a working list (blue sheet) of definitions that explains highway designation and functional classification; (2) a "prompt" list (green) which gives the type of information that is important in reviewing the proper classification of a road; and (3) a list (pink) detailing the criteria used by MaineDOT to distinguish between collector (State Aid) and local (Townway) roads.

Please take the time to respond to this request. It is important all information be available before a decision is made. Therefore, will you please submit any additional information you might have no later than April 1<sup>st</sup>, 2005. I will also be requesting information from the Towns of Gray and Poland and MaineDOT Region 1 Engineer.

If you have any questions please feel free to contact me. I look forward to working with you on this request.

Sincerely,

Nathan Howard  
Community Services  
207.624.3310

Cc: Dave Sherlock, Region 1—Scarborough  
File



STATE OF MAINE

THE MAINE DEPARTMENT OF TRANSPORTATION IS AN AFFIRMATIVE ACTION/EO 12812 OPPORTUNITY EMPLOYER



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

JOHN ELIAS BALDACCI  
GOVERNOR

June 20, 2005

DAVID A. COLE  
COMMISSIONER

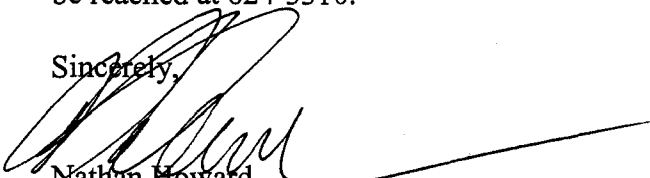
Don Willard  
Raymond Town Manager  
401 Webbs Mills Rd  
Raymond, ME 04071

Dear Don,

I recently contacted you (in a letter dated February 22, 2005) regarding a recent request, submitted by the Town of Gray, to upgrade the Egypt Rd and the North Raymond Rd to State Aid Highways. As of this date, I have received no response to this request from the Town of Raymond. Before I conduct this review, I would like to have your input on the matter. *Specifically, I need to know whether the Town of Raymond supports this request, realizing that two outcomes are possible: (1) the roads remain Townway/Local Roads and no maintenance changes occur; or, (2) one or both roads are upgraded to State Aid/Minor Collectors and MaineDOT Division 1 assumes summer maintenance at an agreed upon date.*

Please take the time to respond to this request and contact me at your earliest convenience. I can be reached at 624-3310.

Sincerely,

  
Nathan Howard  
Community Services  
207.624.3310

Cc: File

624-3301



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



401 Webbs Mills Road  
Raymond, Maine 04071

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

VIA FACSIMILE

June 27, 2005

Nathan Howard  
Community Services  
Maine Department of Transportation (MDOT)  
16 State House Station  
Augusta, Maine 04333-0016

Re: Reclassification of Local Roads; Egypt Road, Raymond, Maine

Dear Mr. Howard:

I am writing in response to your letter dated June 20, 2005. The Town of Raymond is in support of the request of the Town of Gray to reclassify Egypt Road and the Gray section of the North Raymond Road as Minor Collector – State Aid roads.

Feel free to contact me at 655-1012, if I can provide any information to assist you in your review of this request.

Sincerely,

Nathan White  
Public Works Director

CC: Don Willard, Town Manager  
Board of Selectmen





*Laurie possible agenda item ch. 18th*  
*W/ Nathan*

STATE OF MAINE  
 DEPARTMENT OF TRANSPORTATION  
 SOUTHERN REGION  
 P.O. BOX 358  
 SCARBOROUGH, MAINE  
 04070-0358

JOHN ELIAS BALDACCIO

DAVID A. COLE

COMMISSIONER

GOVERNOR

August 14, 2007

Mr. Don Willard, Town Manager  
 Town of Raymond  
 401 Webbs Mills Road  
 Raymond, ME 04071

Re: Route 85 functional class change

Dear Mr. Willard:

*Nathan: Please  
 reply to this  
 letter and copy  
 the BOS next week*

In September of 2005, the Maine Department of Transportation notified the Towns of Gray and Raymond that the Egypt Road/North Raymond Road corridor qualified for a functional class upgrade to state aid/minor collector. *Don*

The letter also detailed some upgrades which would be necessary before the transfer of responsibilities would take place. The upgrades, which were all in Gray, have not yet been completed. We only accept roadways as corridors since a "dead end" collector designation makes no sense from a network point of view, so acceptance of the Raymond end has been waiting for the Gray portion to be improved.

During this time period, the Raymond section of the Egypt Road has deteriorated dramatically and is now showing extensive signs of distress such as potholing, delamination, rutting, pavement cracking, and edge breakage. It has now become necessary for us to change the conditions of the transfer as detailed in the initial letter of 2005.

Official acceptance of Egypt Road/North Raymond Road as a state aid/minor collector will now be contingent upon the Town of Raymond placing a structural overlay and shim of at least 1 1/4 inch thickness on its section. We regret the need to take this action, but clearly, the roadway condition is markedly different now than when the original assessment was made.

Since both towns are affected by each other's schedule, it would be beneficial if the two towns cooperated on a common schedule for completion so this transfer can take place as originally envisioned.

Very Truly Yours,

*David Sherlock*

David Sherlock, P.E.  
 Region Engineer

c: Deborah Cabana, Town Manager, Town of Gray  
 Pete Coughlan, Bureau of Planning  
 John Cannell, Region Manager



PRINTED ON RECYCLED PAPER

THE MAINE DEPARTMENT OF TRANSPORTATION IS AN AFFIRMATIVE ACTION - EQUAL OPPORTUNITY EMPLOYER  
 PHONE: (207) 885-7000 TDD: (207) 287-3392 FAX: (207) 883-3806

September 4, 2007

Mark Gendron  
Chairman  
Raymond Board of Selectmen  
Town of Raymond, ME

(via email)

Mr. Gendron:

On behalf of the Raymond planning board, as chairman, and proxy for member Nelson Henry, I am submitting letter of resignation from planning board. Please consider the resignation of Nelson Henry, effective immediately.

Please consider this request at your next regular meeting.

Thank You

Pat Clark  
Chairman  
Raymond Planning Board



# Maine Municipal Association

60 COMMUNITY DRIVE  
AUGUSTA, MAINE 04330-9486  
(207) 623-8428  
www.memun.org

## MEMORANDUM

**TO:** Key Municipal Officials of MMA Member Cities, Towns and Plantations

**FROM:** Nicholas Mavodones, MMA President

**DATE:** August 28, 2007

**SUBJECT:** Voting Credentials for MMA Annual Business Meeting

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Enclosed please find the *Voting Delegates Credential Form* on which the municipal officers are to designate their municipality's voting representative and alternate for the MMA Annual Business Meeting, which is being held on Thursday, October 4, 2007, at 11:00 a.m. at the Augusta Civic Center. The MMA Bylaws entitle each member community to one (1) voting representative.

Please note that the membership will be asked to vote on proposed amendments to the MMA Bylaws, which are explained in the attached memorandum. An agenda for the MMA Annual Business Meeting is also attached for your reference.

Please return this form no later than Friday, September 28, 2007 or bring it with you to the MMA Annual Business Meeting. If you have any questions on this information, please contact Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428. Thank you.

**MAINE MUNICIPAL ASSOCIATION**  
**VOTING DELEGATE CREDENTIALS**

\_\_\_\_\_ is hereby designated as the official Voting Delegate and  
(name)  
\_\_\_\_\_ as the alternate voting delegate for \_\_\_\_\_  
(name) (municipality)  
to the Maine Municipal Association Annual Business Meeting which is scheduled to be held,  
Thursday, October 4, 2007, 11:00 a.m., at the Augusta Civic Center, Augusta, Maine.

Date: \_\_\_\_\_

Municipality: \_\_\_\_\_

Signed by a Majority of Municipal Officers:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please return this form no later than **Friday, September 28, 2007** or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

***MMA Annual Business Meeting  
Maine Municipal Association  
60 Community Drive  
Augusta, Maine 04330  
FAX: 207-626-3358***