

SELECTMEN'S MEETING e-Packet
List of Files
March 9, 2010

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BOARD OF SELECTMEN
AGENDA - revised
Tuesday, March 9, 2010
7:00 p.m.
JSMS Broadcast Studio

SELECTMEN'S MEETING

- 1) Call to order.
- 2) Minutes of previous meeting dated March 2, 2010
- 3) New business.
 - a) Regional Planning Proposal – GPCOG Executive Director Neil Allen
 - b) Consideration of abatement requests– Contract Assessor Michael O'Donnell
 - c) Discuss the Planning Board's proposed ordinance amendments and request that the Selectmen to place the proposed amendments on the Annual Town Meeting warrant – Contract Planner Hugh Coxe
 - d) Discussion of Public Safety services provided to Town of Gray – Board of Selectmen and Fire Chief Denis Morse
 - e) Review of Selectmen by-laws and policies – Board of Selectmen
 - f) Discussion of Dog Licensing concerns – Town Clerk Louise Lester
 - g) RSU#14 Short-Term Facilities Use Advisory Committee – Board of Selectmen
 - h) Recommend remaining Annual Town Meeting articles, and sign the Warrant for Election of Officers – Board of Selectmen
 - i) Executive Session – Discussion of confidential records as pursuant to 1 M.R.S.A. § 405(6)(F)
- 4) Old (unfinished) business.
 - a) Further discussion on amendment of Tax Acquired Property Policy – Board of Selectmen
 - b) Discussion of financial/organizational reporting requirements for local non-profit organizations receiving town appropriations – Board of Selectmen
- 5) Town Manager Report and Communications.
 - a) Confirm date for April Selectmen's Meeting -- Proposed Tuesday, April 13, 2010

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

6) Selectmen Communications. This agenda item is for the general discussion of non-agenda items by the Board of Selectmen, and for the purpose of introducing future topics for discussion. No action will be taken.

7) Fiscal Warrants – Payroll and Appropriation Warrants – March 9, 2010.

8) Adjournment.

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

*Board of Selectmen Agenda
March 9, 2010*

Page 2 of 2



BOARD OF SELECTMEN
AGENDA SUMMARY
Tuesday, March 9, 2010
7:00 p.m.
JSMS Broadcast Studio

SELECTMEN'S MEETING

- 1) Call to order.
- 2) Minutes of previous meeting dated March 2, 2010
- 3) New business.

a) Regional Planning Proposal – GPCOG Executive Director Neil Allen

Attached to the e-packet is a memorandum and supporting documentation from GPCOG Executive Director Neil Allen proposing a GPCOG sponsored regional comprehensive planning program for the Lakes Region. This program would seek to support the communities with meeting the requirements of Maine's Growth Management Act and improve coordination of planning activities within the region by integrating issues such as transportation, land use and economic development planning. By working together a shared regional vision may emerge which helps to accentuate the manifold attractive elements of the Lakes Region, while at the same time, minimizing inter-town decisions that could adversely impact neighboring communities and the region as a whole. The adoption of a cohesive planning strategy would help to identify, even more so than presently, the notion of the Lakes Region as a unique destination, and business, and life-style region.

b) Consideration of abatement requests– Contract Assessor Michael O'Donnell

Contract Assessor Michael O'Donnell has a short list of abatements for review and consideration. See supporting information attached in the e-packet.

c) Discuss the Planning Board's proposed ordinance amendments and request that the Selectmen to place the proposed amendments on the Annual Town Meeting warrant – Contract Planner Hugh Cox

Contract Planner Hugh Cox is out of state attending to family issues and will provide the information as soon as possible before the meeting.

d) Discussion of Public Safety services provided to Town of Gray – Board of Selectmen and Fire Chief Denis Morse

Selectman Joe Bruno has requested that the Board of Selectmen give consideration to the ongoing issue of securing an equitable agreement for the direct provision of public safety services, from the Town of Raymond, to benefit the area of the Town of Gray served by Gore and Brown Roads. The Selectmen have discussed this issue before with the Gray Town Council, and the respective town's town managers and fire chiefs have also attempted to reach an agreement. Selectman Bruno is concerned that another annual budget is under development in both towns and this issue is still

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unresolved. Fire Chief Denis Morse will discuss the most recent developments in the ongoing discussions and possibilities for cooperative arrangements, including services provided by the Town of Gray in lieu of direct cash payments.

e) Review of Selectmen by-laws and policies – Board of Selectmen

The Selectmen are currently undertaking a comprehensive review of all existing town policies. The by-laws and policies of the Board of Selectmen were first adopted on January 18, 2005 and are attached to the e-packet. It is the aim of the Selectmen to ascertain whether all town policies are still relevant, up-to-date and/or needing amendment to bring them into compliance with any current practices not outlined within the policies. It is expected that the review of town policies will occur on approximately a one policy per month basis, until all 36 have been reviewed.

f) Discussion of Dog Licensing concerns – Town Clerk Louise Lester

Town Clerk Louise Lester is requesting that the Board of Selectmen consider certain changes in current dog licensing practice to reduce cost and improve administrative efficiency, as well as measures designed to encourage delinquent dog owners to license their pets in a timely manner. Please see the memo attached to the e-packet entitled Dog Licensing.

g) RSU#14 Short-Term Facilities Use Advisory Committee – Board of Selectmen

The RSU#14 Windham/Raymond School District Board of Directors are empaneling a Short-Term Facilities Use Advisory Committee to study, for up to a three year period, present facilities use and develop a program on how the RSU#14 School District could create additional operational efficiencies including operating buildings more fully to capacity while at the same minimizing any disruption upon the student population. There is a memo entitled Short-Term Facilities Use Advisory committee attached to the e-packet. Recently the Town Manager, and Selectman Chair and Vice-Chair met with elected and appointed representatives of RSU#14 regarding facilities use issues in Raymond. At this meeting Selectman Joe Bruno indicated his willingness to serve on this new committee.

h) Recommend remaining Annual Town Meeting articles, and sign the Warrant for Election of Officers – Board of Selectmen

The Board of Selectmen will consider and make recommendations on the remaining Annual Town Meeting warrant articles which are attached to the e-packet.

i) Executive Session – Discussion of confidential records as pursuant to 1 M.R.S.A. § 405(6)(F)

4) Old (unfinished) business.

a) Further discussion on amendment of Tax Acquired Property Policy – Board of Selectmen

Attached to the e-packet is a slightly amended Tax Acquired Property Policy showing revisions as requested by the Selectmen at the meeting of February 9, 2010. This item was tabled at the Selectmen's Meeting of February 16, 2010.

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

b) Discussion of financial/organizational reporting requirements for local non-profit organizations receiving town appropriations – Board of Selectmen

Town Clerk Louise Lester has recommended that outside agencies receiving town appropriations complete an annual information provision checklist to include, financial statements, roster of elected officers, as well as annual meeting minutes. This information would be kept on file by the town, subject to public inspection, and would confirm that all entities and agencies receiving town funding are active and accountable for the municipal monies they may receive. This item was tabled at the Selectmen's Meeting of February 16, 2010.

5) Town Manager Report and Communications.

a) Confirm date for March Selectmen's Meeting -- Proposed Tuesday, March 9th, 2010.

6) Selectmen Communications. This agenda item is for the general discussion of non-agenda items by the Board of Selectmen, and for the purpose of introducing future topics for discussion. No action will be taken.

7) Fiscal Warrants – Payroll and Appropriation Warrants – March 9, 2010.

8) Adjournment.

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



THE GREATER PORTLAND COUNCIL OF GOVERNMENTS

January 25, 2010

Mr. Donald Willard
Raymond Town Manager
401 Route 85
Raymond, ME 04071


Dear Don,

Please find enclosed the Greater Portland Council of Governments' regional comprehensive planning proposal for the Lakes Region. As we previously discussed, we are anxious to meet with your Board of Selectmen to review the proposal and determine their respective level of interest in moving forward with the first step in the process. To that end we are presently scheduling those meetings and, if we have not done so already, we will be contacting you shortly to find an acceptable date in which to meet with your governing body.

As you know, growth and development trends in the Lakes Region have been steady and are forecast to continue at the same pace into the future. We believe our proposal offers an opportunity to facilitate a discussion and process for addressing past growth and desires for the future. We also believe that decisions made in one community will increasingly impact neighboring communities thereby necessitating the importance of considering a more regional approach to defining and addressing the complex issues of transportation, land use and economic development.

We look forward to discussing the regional planning proposal with your community over the next few weeks.

Sincerely,


Neal W. Allen
Executive Director

Enclosure

Serving the Greater Portland and Lakes Region Communities

68 Marginal Way ♦ Portland, Maine 04101 ♦ Telephone (207) 774-9891 ♦ Fax (207) 774-7149

January 19, 2010

Greater Portland Council of Governments

Regional Comprehensive Planning Proposal for the Lakes Region

The Greater Portland Council of Governments (GPCOG) proposes to facilitate the development of a Regional Comprehensive Plan for the communities along the Route 302 Corridor and around the Sebago Lake watershed region.

The initial concept underlying the proposal is development of a regional plan that is found consistent with the State's Growth Management Act thereby providing the possibility for development of local comprehensive plans that only need to prove consistency with the regional plan.

As currently envisioned the regional plan will seek to incorporate GPCOG's Seven Sustainability Principles (attached) as adopted by the GPCOG Executive Committee with a focus on the integration of transportation, land use planning and economic development.

GPCOG and the State Planning Office (SPO) have entered into a Memorandum of Agreement (attached) to establish a working framework for guiding a regional planning process. State support and participation also includes a firm commitment not only from the SPO but also from the Maine Department of Transportation (MDOT). This provides a unique opportunity to more fully integrate regional transportation planning with our land use and economic development efforts.

As proposed, the plan will evolve over three phases with decision points during the process allowing communities to continue with effort at the onset of each new phase. There is no direct financial contribution required of participating municipalities in the development of the regional plan.

Based on a meeting with the town managers of communities along the Route 302 Corridor together with GPCOG's current President, Standish Town Manager Gordy Billington, this regional planning proposal outline has been developed for presentation to the municipal officers of the communities within the Lakes Region: Bridgton, Harrison, Naples, Casco, Raymond, Windham, Standish and Sebago. The proposal is described through a question/answer format.

GPCOG staff looks forward to meeting with any of the above communities who are interested in possibly participating in this process.

Questions & Answers

(1) Do we need a regional plan and if so, why?

The Lakes Region has and will continue to experience steady growth. Development of a regional plan will provide a forum in which to discuss and address growth at the scale at which it takes place. Traffic on Route 302 is not bounded by the borders of a single community, nor are many of the other impacts associated with growth. These impacts affect the character of the Lakes Region and what makes it unique. Following are samples of growth projections under current trends:

Population

	1980	2000	2025	% Change 1980-2025
Cumberland County	215,789	265,612	315,910	46%
Bridgton	3,528	4,883	6,563	86%
Casco	2,243	3,469	4,685	109%
Harrison	1,667	2,315	2,971	78%
Naples	1,833	3,274	4,793	161%
Raymond	2,251	4,299	6,196	175%
Sebago	974	1,433	1,982	104%
Standish	5,946	9,285	12,173	105%
Windham	11,282	14,904	18,697	66%
Lakes Region	29,724	43,862	58,059	95%

Housing Units

	2000	2025	Additional Units Needed	% Change 2000-2025
Cumberland County	122,600	-	-	-
Bridgton	1,982	2,706	724	37%
Casco	1,354	1,869	515	38%
Harrison	943	1,229	286	30%
Naples	1,325	1,980	655	49%
Raymond	1,638	2,425	787	48%
Sebago	606	842	236	39%
Standish	3,249	4,374	1,125	35%
Windham	5,588	7,231	1,643	29%
Lakes Region	17,051	22,656	5,605	33%

Jobs

	2000	2025	Additional Jobs Created	% Change 2000-2025
Cumberland County	218,753	258,290	39,537	18%
Bridgton	2,997	3,539	542	18%
Casco	963	1,136	174	18%
Harrison	263	310	47	18%
Naples	1,028	1,214	186	18%
Raymond	1,383	1,599	216	16%
Sebago	175	207	32	18%
Standish	2,465	2,794	329	13%
Windham	6,664	7,948	1,284	19%
Lakes Region	15,937	18,747	2,810	18%

Daily Vehicle Miles Traveled

	2008	2025	% Change 2008-2025
Cumberland County	8,384,021	9,242,802	10%
Bridgton	163,062	178,689	10%
Casco	112,125	122,869	10%
Harrison	48,921	53,610	10%
Naples	110,148	120,705	10%
Raymond	131,758	144,384	10%
Sebago	35,829	39,262	10%
Standish	273,739	299,972	10%
Windham	413,309	458,875	11%
Lakes Region	1,288,891	1,418,366	10%

(2) Why has GPCOG chosen the Lakes Region?

In addition to a unique and distinct geographic area the Lakes Region possesses:

- A history of municipal collaboration among towns. Examples include:
 - Lakes Region School District (SAD 61);
 - Casco-Naples Transfer Station;
 - Mutual Aid Practices & Agreements;
 - Participation on the Municipal Oversight Committee of the County CDBG program;
 - Mountain Division Planning efforts; and
 - Regional Public Safety study;
- Critical natural resources including Sebago Lake, its watershed and its significance to the entire greater region;
- The Route 302 corridor serving as an essential connection between the Lakes Region, Portland metro region and New Hampshire;
- Considerable open space, special places and recreational opportunities;
- A steady rate of growth and development; and
- Limited municipal planning capacity within most of the Lakes Region towns.

(3) What are some of the possible benefits for towns to participate in this process?

- Eliminate or streamline individual comp plan requirements;
- Additional professional planning assistance;
- Increases ability to compete for state and federal funding; and
- Establish an agreed upon foundation for managing growth through the coordination of land use, transportation and economic development.

(4) What is the estimated time to complete the entire process?

- 6 - 12 months to form Design team and develop scope
- 24 – 36 months to develop plan
- up to 12 months to adopt plan

(5) Describe the three phases of the planning process and the obligations expected of each participating town.

Phase I which is estimated to take 12 months will involve the formation of a Plan Design Team and development of the process to create the regional plan. The Team will be drawn from representatives appointed by the municipal officers of those towns choosing to participate. Again, the task of the Team will be to develop the process from which the regional plan will be created, not actual development of a plan.

Each of the participating communities will then have the option of continuing with Phase II, the development of a plan or withdrawing from further participation. Completion of Phase II will likewise require the approval of each community prior to committing to Phase III, plan implementation.

(6) What will the role and composition of the Planning Design Team be?

- The Team will be composed of one or two appointed representative from each participating municipality; and
- The Team will be responsible for developing the scope of work needed for preparing the plan. This will include identifying stakeholders, tasks to be completed to prepare the plan including public outreach and engagement, materials and data to be gathered, and developing a project timeline.

(7) What is GPCOG's role?

- Facilitate the planning process;
- Provide background materials;
- Research;
- Engage SPO, MDOT and other state agencies as may be appropriate in the process; and
- Drafting of plan.

(8) What are the roles of the SPO and MDOT?

- Primarily as "support staff";
- Provide background materials; and
- Assist with funding through existing Technical Assistance contracts with GPCOG.

(9) How will the planning effort be supported?

- In the development of the plan no direct financial expense will be required of participating towns;
- Funding will be provided in part through GPCOG's contracts with SPO and MDOT;
- Participation of the GPCOG Executive Director will be considered a member service; and
- Other funding sources will be identified as they come available

(10) Will participating municipalities have to continue to comply with the State's Growth Management Act?

If the participating municipalities wish to have the regional comprehensive plan serve as their comprehensive plan approved by the State, then the overall regional plan must comply with the requirements of the Growth Management Act (GMA). As such it is tentatively anticipated that this will preclude municipalities from having to adopt an individual plan. GPCOG believes that the GMA requirements are likely to be easier to comply with when applied to a much larger geographic area than each municipality individually.

(11) What will happen to participating municipalities existing comprehensive plans?

It is our hope that the relevant and important pieces of individual communities' comprehensive plans will be included and reflected in the regional plan.

(12) Have you reviewed municipalities' existing comprehensive plans?

GPCOG is in the process of reviewing each of the potential participating municipalities' comprehensive plans with an emphasis on identifying common goals and objectives and areas of priority.

(13) Once the plan is established how will it be implemented and how will it be paid for?

- How the plan will be implemented is to be defined by the plan itself;
- Implementation will be carried out in much the same way plans are currently carried out through development of ordinances, policies, and programs; and
- GPCOG will continue to play a support role through implementation.

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.

Ab #	Acct#	Map	Lot	Sub	ype	Owner	Reason	Year	Taxed Value	Abated Value	Abated Tax
29	S0006P	PP				Scolastico, David & Melissa	removed personal property	2009	11,960	\$11,960	132.88
30	D6024P	PP				DFS Funding	assets disposed	2009	13,096	\$13,096	145.50
31	C0003P	PP				Camp Hawthorne/Ron Furst	removed personal property	2009	2,483	\$2,483	27.59
32	H0004P	PP				Hill & Vale Farm	sold property 12-20-2008	2009	15,030	\$15,030	166.98
33	S9403P	PP				Serventas K	Assessed under Hoyt, James	2009	9,025	\$9,025	100.27
34	M0325P	PP				Mollden Richard & Alice	removed personal property	2003-2004	13,440	\$13,440	489.89
							Total				1,063.11
							Total to Date				13,079.27

Voted by the Raymond Assessors on: March 9, 2010

John E. O'Donnell and Associates, Municipal Mapping and Assessing

632 Bald Hill Rd New Gloucester, Maine 04260

Phone 207 926-4044 Fax 207 926-4037

February 22, 2010

Raymond Board of Assessors
401 Webbs Mills Road
Raymond, ME 04071

Dear Board,

Michael Ginty thought that his assessment was high and came to the assessing office to check on things. After a quick look at his sketch, he noticed that both the story height and the square footage of his property were wrong on the property card. By correcting the sketch, his assessed value dropped by \$65,500 (from 319K to 254k). This brought his value in line with his opinion of value and his possible asking price since he is thinking about trying to sell the property.

The error originated in the field work done by Vision Appraisal in 2005. At that time, the house was incomplete but there was enough of a structure to measure correctly. In 2006 an agent from O'Donnells went to the house to pick up a deck and price the structure as complete but he did not notice the original errors. He simply added the deck.

I have prepared an abatement letter and I recommend granting an abatement to correct Mr. Ginty's 2009 assessment. I have informed Mr. Ginty that abatements for overvaluation are limited to one year from the date of commitment. He feels that this is unfair and noted that at over seven hundred dollars per year he has now paid nearly \$2,400 in excess taxes. He will be present at the meeting to discuss his abatement and to encourage the Board to grant him three year's abatement. I have also presented a letter granting an abatement for 2009, 2008 and 2007 in case you need it.

The tax law on this issue is clear. The assessors have one year from the date of commitment to make abatement to correct illegality, error or irregularity in assessment including overvaluation. After one year, the assessors no longer have any authority to grant abatement but the municipal officers do. They may grant abatement after one year but before three years from commitment to correct any illegality, error or irregularity but may not grant an abatement to correct an error in the valuation of property.

Case law has held that all actions of the assessors up to the recording of a value in the commitment book are the **valuation** of property and it is the setting of a mil rate, signing commitment papers, sending and collecting tax bills that are the **assessment** of property. The errors on Mr. Ginty's property were in establishing a correct value. In each year the ownership, mil rate, tax commitment papers and tax bills were without error. Based on these facts, I believe that the assessors have the authority to grant an abatement of one year but the selectmen do not have the authority to grant abatements for the two prior years.

This issue comes up periodically. In most cases, the board has held to one year based on my interpretation of the law. There have been some exceptions. Recently, we had two parcels owned by an association that started receiving a tax bill after the 2005 reval. These tax bills went against Raymond's historic policy of including the value of shared common lands in the individual assessments of association members. I and the assessors believed that these bills amounted to taxing this property twice. The assessors had the authority to tax these parcels separately so there was no illegality, however it was deemed an irregularity since it went against the historic policy. These association assessments were granted back three years. This decision was made after specific discussion and the conclusion that Raymond was not setting a precedent to grant abatements for more than one year simply to correct prior mistakes.

This is one part of property tax law that is unpopular and usually seen as unfair. It is not uncommon for assessors in other communities to ignore the specifics of the law or to adopt their own definition of error in valuation to support granting abatements in these circumstances. To do so is to make a political decision. Since the line between your role as tax administrators and elected political officers is thin in this action, I recommend that you grant only the 2009 abatement and keep the natural tendency for personal sympathy where an individual has been wronged by town government out of the decision.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael O'Donnell". The signature is fluid and cursive, with the first name "Michael" being more prominent than the last name "O'Donnell".

Michael O'Donnell
John E. O'Donnell and Associates

TOWN OF RAYMOND Assessing Office

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

ABATEMENT GRANTED

Michael Ginty
106 Valley Road
Raymond, ME 04071

Map-Lot 013-039-A00-000 Acct# G4012R

Dear Michael,

This letter is to inform you that the Raymond Assessors have reduced your property value by 65500 and granted an abatement of **\$727.71** for the **2009** tax year. If you have paid your taxes in full, a refund will be mailed to you, if you have outstanding taxes, this amount will be removed from your total.

	2009	2009 Revised	Change
Land	48700	48700	
Bldg	270800	205300	-65500
Total	319500	254000	
Exempt	0	0	
Taxable Total	319500	254000	
Mil Rate	0.01111	0.01111	0.01111
Tax	\$3,549.65	\$2,821.94	\$727.71

The abatement was granted on the following grounds:

There were errors in both the square foot measurement of the house and the story height. These were originated in the 2005 Vision field work and went unnoticed in a subsequent visit by the current agent in 2006.

If you are dissatisfied with the decision of the assessors and wish to appeal, you have 60 days from the date of this letter to appeal to the Raymond Board of Assessment Review, 401 Webbs Mills Road, Raymond, ME 04071.

Voted by the Raymond Assessors on: _____

TOWN OF RAYMOND Assessing Office

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

ABATEMENT GRANTED

Michael Ginty
106 Valley Road
Raymond, ME 04071

Map-Lot 013-039-A00-000 Acct# G4012R

Dear Michael,

This letter is to inform you that the Raymond Assessors have reduced your property value by 65500 and granted an abatement of **\$2,103.21** for the **2007, 2008, 2009** tax year. If you have paid your taxes in full, a refund will be mailed to you, if you have outstanding taxes, this amount will be removed from your total.

	Original	Revised	Change
Land	48700	48700	
Bldg	270800	205300	-65,500.00
Total	319500	254000	
Exempt	0	0	
Taxable Total	319500	254000	
Mil Rate 2009		0.01111	\$727.71
Mil Rate 2008		0.01080	\$707.40
Mil Rate 2007		0.01020	\$668.10
Total Tax			\$2,103.21

The abatement was granted on the following grounds:

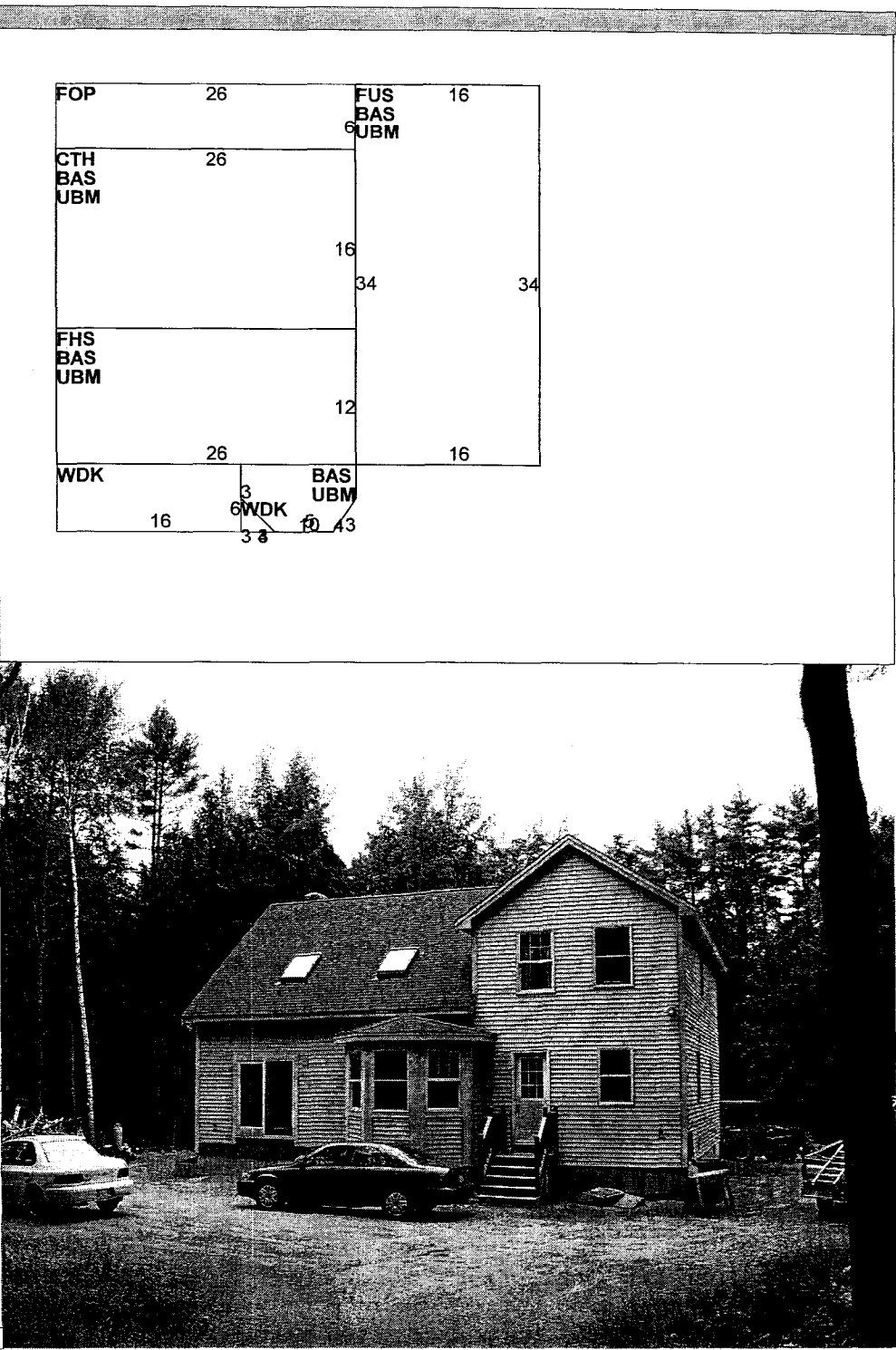
There were errors in both the square foot measurement of the house and the story height. These were originated in the 2005 Vision field work and went unnoticed in a subsequent visit by the current agent in 2006. The over valuation occurred in 2006, 2007, 2008 and 2009.

If you are dissatisfied with the decision of the assessors and wish to appeal, you have 60 days from the date of this letter to appeal to the Raymond Board of Assessment Review, 401 Webbs Mills Road, Raymond, ME 04071.

Voted by the Raymond Assessors on: _____

CURRENT OWNER			TOPO.		UTILITIES		STRT/ROAD		LOCATION		CURRENT ASSESSMENT								3218 Raymond, ME VISION																																				
GINTY MICHAEL J 106 VALLEY ROAD RAYMOND, ME 04071 Additional Owners:			4 Rolling		5 Well		1 Paved		3 Rural		Description		Code		Appraised Value		Assessed Value																																						
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RECORD OF OWNERSHIP				BK-VOL/PAGE		SALE DATE		q/u		v/l		SALE PRICE		V.C.		PREVIOUS ASSESSMENTS (HISTORY)																																							
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Permit ID		Issue Date		Type		Description		Amount		Insp. Date		% Comp.		Date Comp.		Comments		Date		Type		IS		ID		Cd.		Purpose/Result																											
																		7/5/2006						RD		26		BLDG PERMIT																											
																		6/8/2004						RK		05		Measur/New UC Under C																											
LAND LINE VALUATION SECTION																																																							
B #		Use Code		Use Description		Zone		D		Frontage		Depth		Units		Unit Price		I. Factor		S.A.		Acre Disc		C. Factor		ST. Idx		Adj.		Notes- Adj		Special Pricing		Adj. Unit Price		Land Value																			
1		1010		Single Family		RR								87,120 SF		0.52		1.00		5		1.0000		1.00				0.00						0.52		45,300																			
1		1010		Single Family		RR								2.25 AC		1,500.00		1.00		0		1.0000		1.00				0.00						1,500.00		3,400																			
Total Card Land Units:														4.25 AC														Parcel Total Land Area: 4.25 AC														Total Land Value: 48,700													

CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)								
Element	Cd.	Ch.	Description	Element	Cd.	Ch.	Description					
Style	03		Colonial									
Model	01		Residential									
Grade	04		Average +10									
Stories	2											
Occupancy	1			MIXED USE								
Exterior Wall 1	25		Vinyl Siding	Code	Description		Percentage					
Exterior Wall 2				1010	Single Family		100					
Roof Structure	03		Gable/Hip									
Roof Cover	03		Asph/F GlS/Cmp									
Interior Wall 1	05		Drywall/Sheet									
Interior Wall 2				COST/MARKET VALUATION								
Interior Flr 1	14		Carpet	Adj. Base Rate:		80.55						
Interior Flr 2	12		Hardwood	Section. RCN:		191,072						
Heat Fuel	02		Oil	Net Other Adj:		13,200.00						
Heat Type	05		Hot Water	Replace Cost		204,272						
AC Type	01		None	AYB		2004						
Total Bedrooms	03		3 Bedrooms	EYB		2004						
Total Bthrms	2			Dep Code		A						
Total Half Baths	1			Remodel Rating								
Total Xtra Fixtrs				Year Remodeled								
Total Rooms	7			Dep %		1						
Bath Style	02		Average	Functional Obslnc								
Kitchen Style	02		Average	External Obslnc								
				Cost Trend Factor		1						
				Condition								
				% Complete								
				Overall % Cond		99						
				Apprais Val		202,200						
				Dep % Ovr		0						
				Dep Ovr Comment		0						
				Misc Imp Ovr		0						
				Misc Imp Ovr Comment		0						
				Cost to Cure Ovr		0						
				Cost to Cure Ovr Comment								
OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)												
Code	Description	Sub	Sub Descript	L/B	Units	Unit Price	Yr	Gde	Dp Rt	Cnd	%Cnd	Apr Value
FPL2	1.5 STORY CH			B	1	2,500.00	2004	04	1		100	3,100
BUILDING SUB-AREA SUMMARY SECTION												
Code	Description	Living Area		Gross Area		Eff. Area		Unit Cost		Undeprec. Value		
BAS	First Floor	1,324		1,324		1,324		80.55		106,652		
CTH	Cathedral Ceiling	0		416		42		8.13		3,383		
FHS	Half Story, Finished	156		312		156		40.28		12,566		
FOP	Porch, Open, Finished	0		156		31		16.01		2,497		
FUS	Upper Story, Finished	544		544		544		80.55		43,821		
UBM	Basement, Unfinished	0		1,324		265		16.12		21,347		
WDK	Deck, Wood	0		100		10		8.06		806		
Ttl. Gross Liv/Lease Area:				2,024		4,176		2,372		204,272		



**BYLAWS AND POLICIES
OF THE
BOARD OF SELECTMEN
TOWN OF RAYMOND, MAINE**

Adopted January 18, 2005

Section 1. Purpose and Scope

The purpose of these bylaws is to establish reasonable rules of procedure for Board of Selectmen (Board) meetings and to promote the fair, orderly and efficient conduct of the Board's proceedings and affairs. These bylaws shall govern the Board's practices and procedures except as otherwise provided by law and shall be liberally construed so as to accomplish their purpose. These rules by necessity shall be reviewed and amended from time to time as the need arises and to meet the needs of future Boards. The Selectmen are referred to State of Maine Statutes and Maine Municipal Association "Officers Handbook" for explanation of the many roles and responsibilities of the office.

Section 2. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

Section 3. Officers and their Duties

Officers of the Board shall consist of a Chairman and a Vice Chairman to be chosen annually at the first Board meeting after the annual town meeting by and from among Board members. The election of Chairman shall be by nomination and vote of the current Board and requires no qualification other than being a duly elected and sworn Selectman. All members of the Board of Selectmen are required to vote. The office of Chairman shall be limited to 2 consecutive 1-year terms requiring at the minimum a term of 1 year between each 2-year period. The Chairman shall preside at all Board meetings and shall have authority to rule on questions of evidence and procedure, to maintain order and determine the course of proceedings, and to take such other action as may be necessary and not inconsistent with these bylaws or other law to enable the Board to perform its duties and conduct its affairs. In the absence of the Chairman, the Vice Chairman shall preside and shall have the same authority. *If the Chairman and the Vice Chairman is absent, the most senior Selectman, based on uninterrupted years of service, shall preside as Chairman pro-tem. If there is more than one senior member, a vote of the three remaining members would choose a Chairman pro-tem.* The temporary Chairman is to have and exercise any and all authority conferred upon the permanent Chairman. The Town Manager and/or Town Clerk shall maintain a permanent record of all Board meetings and all correspondence of the Board, which shall be a public record except as otherwise provided by law.

Section 4. Chairman Privileges

The Chairman may move, second, declare by unanimous consent, subject to the following limitations. As it is the function of the Chairman to preserve order and provide a fair hearing, the Chairman shall reserve the right to speak first and last on any subject before the Board. If the Chairman wants to actively participate in the debate in any other manner, he/she should stand down and call another member to take the chair with the unanimous consent of the other members of the Board present. The Chairman should not resume the chair until the pending question is disposed of.

Section 5. Seating Arrangement

Members shall occupy the respective seats in the Board chamber assigned to them by the Chairman, but any two or more members may exchange seats by joining in a written notice to the Chairman to that effect.

Section 6. Quorum

A majority of the Board constitutes a quorum. If a quorum cannot be obtained, the meeting may be adjourned until a time and place certain.

Section 7. Attendance

No Selectman shall be excused from attendance at a Board meeting without notification to the Chairman prior to the meeting. Attendance is expected except when a Board member notifies the chairman prior to the meeting

Section 8. Meetings

Regular meetings of the Board shall be held the first and third Tuesdays of the month or as otherwise necessary or required by law except that the meeting will be held on the next Tuesday whenever the regular meeting day falls on a holiday or as decided at a regular meeting prior to the Tuesday holiday meeting. Special meetings may be called at the discretion of the Chairman or upon the request of a majority of the Board, provided, however, that notice thereof shall be given to each member at least twenty-four hours in advance, whenever possible, and that no business may be conducted other than as specified in said notice.

Notice of all Board meetings shall be given as required by law by the Town Manger or Town Clerk, and all such meetings shall be open to the public except as otherwise provided by law. This notice requirement does not preclude the Board from making a trip i.e. site walk during the meeting if circumstance requires. Whenever possible, this intention should be reflected in the agenda.

No business may be conducted by the Board except at a duly called and noticed meeting or without a quorum consisting of a majority of the Board being present. The order of business at regular meetings shall be as follows:

1. Call to order
2. Minutes of the previous meeting
3. New business
4. Old (unfinished) business
5. Town Manager Report and Communications
6. Fiscal Warrants
7. Adjournment

Section 9. Special Meetings

All meetings other than regularly scheduled meetings shall be considered a Special meeting. Every reasonable effort must be made to notify all Selectmen in advance of a Special Meeting. Notice must be made to a newspaper of general circulation in the town and posted at the town office. A Special Meeting may be called by three methods:

1. The Chairman may call a Special Meeting at any time.
2. The Chairman shall call a Special Meeting if requested by a quorum of Selectmen.
3. A Special Meeting may be called by the Vice Chairman if the Chairman may not be reached by normal methods.

Section 10. Meetings to Execute Documents

If logistics require Selectmen to execute a document, approve a warrant or sign an order outside of the time of a regularly scheduled or Special Meeting, another meeting does not have to be called, providing an approved order exists from a properly noticed public proceeding and record of that proceeding reflects the actual execution will occur outside of the meeting.

Section 11. Executive Session

Board members are allowed to go into an executive session to deliberate on the matters authorized by 1 MRSA § 405 and no others. The executive session can only be entered after a motion has been made in public session to go into executive session. The nature of the business to be discussed must be a part of that motion, although the wording of the motion, obviously, may not substantially reveal the sensitive information which the law intends to protect by the executive session process. The motion must carry by at least 3/5 of the members present. No topic other than that referred to in the motion shall be discussed during executive session. The Executive session shall be held in such place as

to ensure the privacy of the meeting and the Chairman shall determine the public and staff allowed to attend in the executive session. All matters discussed during executive session shall be held in strictest confidence by the Board and shall not be discussed with or divulged to any person other than a fellow Board member or persons in attendance at the executive session. Any violation of this confidentiality requirement shall be deemed to be malfeasance of office and shall subject the offending Board member to sanction by the Board. No official action shall be finally approved at an executive session. Since Minutes of an executive session will become public record, they should only be taken when the contents of the meeting are desired to become public.

Section 12. Public to Address Board

As each item on the agenda for any meeting is brought to the floor for discussion, the sponsor of each item or, if there is no Board sponsor, the Town Manager shall first be allowed to present their initial comments for consideration by the public and other Board members. Following this introduction of the issue, there will be time devoted to any questions of the sponsor or the Town Manager regarding the agenda item which any Board member may have which would help to clarify the question presented by the agenda item. The Chairman shall allow questions only during this time, and no debate or discussion of collateral issues shall be permitted. Once the agenda item has been explained by its sponsor or the Town Manager and clarified by any questioning as provided above, there will be time devoted for any resident, taxpayer or authorized representative of an organization resident or taxpayer of the Town of Raymond to address the Board regarding this particular agenda item. The speakers will be required to identify themselves by stating their name, first and last, and residence address prior to sharing their comments. The speakers will be asked not to be repetitious of comments already made to the Selectmen in the interests of the most efficient use of time. Any comment by the public shall be limited to the expression of opinions or concerns regarding the agenda item. No public comment shall be allowed which has the effect of embarrassing or attacking the character of any individual or Board member. After listening to any input from the public present, the Chairman will close public comment on the issue and then provide for debate and vote of the issue by the Board. Any further information requested by the speaker shall be referred to the Town Manager to research the matter and make a recommendation to the Selectmen. No complaints or allegations will be allowed in public concerning any staff member or any person connected to the Town of Raymond organization. Complaints will be referred to the town manager for investigation and resolution. If unresolved the issue can be brought to the Board of Selectmen. Complaints regarding the town manager to be brought to the chairman of the Board of Selectmen for investigation and resolution; and the full Board of Selectmen if unresolved by the chairman.”

Section 13. Workshop Sessions

Workshop sessions may be scheduled by the Chairman for the purpose of disseminating information for Board enlightenment and evaluation or for the discussion or refinement of future agenda items.

Members of the public are invited to attend any workshop session but will not be allowed to participate in the workshop. Prior to adjourning any workshop session, the Board will provide time for members of the public to address the session to provide information relevant to the subject being explored or to ask questions, through the Chairman, relating to the subject of the workshop session. No formal vote shall be taken on any matter under discussion nor shall any Board member enter into a commitment with another respecting a vote to be taken subsequently in a public meeting of the Board, but an informal vote on any matter under discussion may be taken.

Section 14. Agenda Items

All agenda items shall be, under normal circumstances, submitted by the Board members to the Town Manager seven (7) working days prior to any regular or special meeting by 12:00 noon. The Town Manager will draft the agenda and obtain the Chairman's approval before distribution. In the event that a matter shall arise which was not submitted to the Town Manager within the proper time frame, then that item shall be presented to the Chairman as soon as possible. The first draft agenda will normally be available through public posting one week in advance of the Board of Selectmen meeting.

Section 15. Continued Sessions

Any session of the Board may be continued or adjourned from day to day or for more than one day, but no adjournment shall be for longer period than until the next regular meeting.

Section 16. Hearings

Public hearings of the Board shall be called as required by law or on such other occasions as a majority of the Board may deem appropriate. Notice of all such hearings shall be given as required by law and shall include the date, time and place of the hearing and a general description of the subject matter.

The Chairman shall convene all hearings by describing the purpose of the hearing and the general procedures to be followed. The Board may receive any oral or documentary evidence but shall exclude unduly repetitious evidence, provided, however, that formal rules of evidence shall not apply. Every party shall have the right to present its case in the order determined by the Chairman and without interruption, provided, however, that the Chairman may impose such reasonable time limits as may be necessary to ensure that all parties have an adequate opportunity to be heard. In any adjudicatory proceeding, including proceedings on licenses, permits or other approvals, every party shall also have the right to submit rebuttal evidence and to conduct cross-examination of any other party through the Chairman, provided, however, that the Chairman may impose such other reasonable limitations as may be necessary to prevent an abuse of process.

Section 17. Participation and Voting

Any action of the Board shall require the affirmative vote of a majority of its attending membership of not less than three members unless otherwise provided by law.

No member may participate or vote in any matter in which the member has a conflict of interest or other disqualification as defined by law. Any question of whether a member has such a conflict of interest or other disqualification shall be decided by majority vote of the remaining members. Abstentions shall be limited to conflicts of interest, which shall be stated prior to the taking of the vote. Conflict issues shall follow established State Law. Any order may be reconsidered by motion of those voting in the affirmative, with Board approval. All other orders shall require a motion, second and recorded vote.

No member may participate or vote in any adjudicatory proceeding, including proceedings on licenses, permits or other approvals, unless the member was present during all hearings thereon.

All members who are present and not disqualified as provided herein shall vote in every matter to be voted upon unless excused by the Chairman for good cause shown. Those present, in such circumstances, who refuse to vote are regarded as having voted affirmatively, i.e. for the proposition, or to have voted with the majority.

Section 18. Meeting Length

All Board meetings, workshops or executive sessions should, except in extraordinary circumstances, adjourn at or before 9:00 p.m.

Section 19. Conflict with Laws

Any conflict or inconsistency between these bylaws and any applicable law shall be resolved in favor of the law.

Section 20. Amendments

These bylaws may be amended at any time in writing by majority vote of the Board.

Section 21. Right of Appeal

Any member may appeal to the Board from a ruling of the Chairman. If the appeal is seconded, the member making the appeal may briefly state his reason for it, and the Chairman may briefly explain his ruling. There shall be no debate on the appeal, and no other Selectmen/person shall participate in the discussion. The Chairman shall then put the question, "Shall the decision of the Chair be sustained?" If a majority of the members present vote in favor, the ruling of the Chairman is sustained; otherwise, it is overruled.

Section 22. Minutes

The Town Clerk shall keep an official record of all meetings, which are public proceedings, and the Chairman/Town Manager shall designate staff or a Board member to take the Minutes. The Minutes shall at the minimum reflect the following:

1. Date of meeting
2. Place of meeting
3. Selectmen present
4. Town staff present
5. Members of the public addressing the Selectmen
6. All executive orders and business considered
7. Business to be tabled for future action
8. Announcement of future meetings (special)
9. Time of adjournment
10. Person taking Minutes

Section 23. Standing Committees, Special Committees, Board Liaison

1. Standing Committees shall be established by the Board on the recommendation of the Chairman at a regular or special Board meeting.
2. The Chairman shall appoint Selectmen, as appropriate, to all standing committees, but two or more members may exchange assignments by joining in a written request to the Chairman to that effect and acted upon at a regular or special Board meeting.
3. The Chairman shall appoint members to special committees and boards except as otherwise established by Board action.
4. Committee meetings: All committee meetings will be called by the chairperson of the respective committee with the consent of the regular members. The Chairman of the Board or his Selectman designee is an ex-officio member of all standing committees.
5. Standing Committee action shall be referred to the next regular meeting of the Board, except that as an emergency measure the Selectman may take action at any regular or special Selectmen meeting.
6. Actions approved by Standing Committees shall be forwarded to the full Board as affirmative motion without need of a second.

Administration Function and Compensation of Members

1. Compensation

- A. Unless otherwise determined by Town Meeting action, the compensation for Selectmen shall be \$100 per month for holding office and serving as a member of the Board.
- B. Each Selectman may be reimbursed for documented expenses such as mileage, tolls, meals, telephone expense and other costs encountered while providing service to the Town in their administrative or executive function. All expense requests are subject to Board approval by accounts payable warrant order.

2. Functions of the Board

- A. All letters of correspondence written by one member of the Board who is representing the Board shall be pre-approved by the Selectmen at a regular meeting of the Board.
- B. While in the office maintaining daily activities, one member of the Board may not take action or make any decision, but merely serve in an advisory capacity to bring information back to the other Board members during the regular meeting of the Board.
- C. While in office, all Board members are to maintain dignity and respect for all other members of the Board.
- D. Correspondence for the Board shall be reviewed by the Board at the regular or special meeting and said correspondence is not available to the public until it has been noted at a regular or special Board meeting.

Adopted by the Board on January 18, 2005 until the first regular Board meeting after the Annual Town Meeting.

Attest:

Louise H. Lester, Town Clerk



401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742
655-3024 (Fax)

MEMO

To: Board of Selectmen

Date: February 18, 2010

From: Louise Lester, Town Clerk

Subject: Dog Licensing

Nancy Yates and I have been discussing the cost of administering dog licensing. Presently I send a reminder postcard in December before the deadline for licensing and the fine of \$15. I again send a reminder card in February saying that they now owe for licensing and the \$15 fine. In past years because the fine increased after the warrant was signed I have sent a third reminder card telling them of the fine increase to \$25. Because of the legislative copy typo, this year the fine will remain \$15 so I won't be sending out the third card. Nancy has concern about the cost of the reminder cards including my time.

Nancy and I feel in the future I should send out a reminder card in January telling them that a fine will be imposed as of February 1st. We also believe that replies to my reminder will increase if I print the list of unlicensed dog owners in the town report. Would this meet your approval? I believe, like publishing overdue taxpayers, it might get people to license their dogs without all the work and expense in the clerks' office.

I also would like to know if you would still like to have a local Unlicensed Dog Warrant. As I said the cost of licensing fine won't change, but those people would be on record.

I feel that we really need to be proactive and insistent that dog owners license their dogs. The fact that it helps identify dogs if they become loose is ever present. It's also a big source of revenue to take care of strays and other animal related problems in the town.

WINDHAM RAYMOND SCHOOL DISTRICT
Regional School Unit #14

228 Windham Center Road
Windham, Maine 04062
(207) 892-1800 Fax (207) 892-1805
<http://www.windhamraymondschools.org>

SUPERINTENDENT
Sanford J. Prince IV

Assistant Superintendent
Donn S. Davis

February 26, 2010

Tony Plante, Windham Town Manager
8 School Road
Windham ME 04062

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

Dear Tony & Don:

The RSU # 14 Board of Directors has formed an Advisory Committee and we would like to invite both of you and one Town Council Member and one Selectman to be part of the Committee.

I have attached a description of the Committee and the work they will be doing. Please let me know the names of your Council Member / Selectman and we will work with the four of you when scheduling the meetings.

We look forward to working with you and developing recommendations for short-term facilities use.

Sincerely,

Sandy

Sanford J. Prince IV
Superintendent

RSU #14 Windham Raymond School District

Board of Directors

Short-Term Facilities Use Advisory Committee

Purpose

The purpose of the Short-Term (from tomorrow through next 3 years) Facilities Use Advisory Committee is to develop a recommendation on how RSU #14 could better use the District's facilities to:

- a. create operating efficiencies
- b. operate buildings to capacity, thus reducing operating costs; and
- c. minimize disruption to students population.

Process

The Short-Term Facilities Use Advisory Committee will present a recommendation to the RSU #14 Facilities Committee.

The Short-Term Facilities Use Advisory Committee and the RSU #14 Facilities Committee will present a recommendation to the RSU #14 Board of Directors by the first RSU #14 Board of Directors meeting in May of 2010.

The RSU #14 Board of Directors will deliberate on the proposed recommendations and determine next steps for opportunities for public input.

Depending on Board of Directors' action, the information may go back to the Short-Term Facilities Use Committee for additional action, or the Board may approve or not approve the recommendations.

Planning Time

Original thoughts on meeting and planning times are that the Committee meets beginning the week of March 15, 2010, with presentation date to the RSU #14 Facilities Committee on Monday, April 10, 2010, and presentation to the RSU Board of Directors on Wednesday, April 12, 2010. This time period is tentative and is for illustration purposes to show time frames for presentation.

Short Term Facilities Use Advisory Committee Members

- Superintendent of Schools
- Assistant Superintendent of Schools
- Director of Facilities and Property Services
- One RSU #14 Board member representing Town of Windham
- One RSU #14 Board member representing Town of Raymond
- One elementary teacher representing K-8 Windham
- One elementary teacher representing K-8 Raymond
- One K-8 Building Administrator from Windham
- One K-8 Building Administrator from Raymond
- One Selectman from the Town of Raymond
- One Town Councilor from the Town of Windham
- One Parent from the Town of Raymond
- One Parent from the Town of Windham

TOWN OF RAYMOND

Tuesday, June 1, 2010

ANNUAL BUDGET/TOWN WARRANT

OPENING: Town Clerk Louise Lester opened the meeting at 7:00 pm at the Jordan Small Middle School gymnasium.

TO: Nathan White, a resident of the Town of Raymond, in the County of Cumberland and State of Maine.

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Raymond, qualified by law to vote in Town affairs, to meet at the Jordan-Small Middle School gymnasium, in said Town of Raymond on Tuesday, June 1, 2010 at 7:00 P.M., then and there to act on the following articles:

ARTICLE 1: To elect a moderator to preside at said meeting.

ARTICLE 2: ORDINANCES Reserved

ARTICLE 3: ORDINANCES Reserved

ARTICLE 4: ORDINANCES Reserved

ARTICLE 5: ORDINANCES Reserved

ARTICLE 6: ORDINANCES Reserved

ARTICLE 7: ORDINANCES Reserved

ARTICLE 8: To see if the Town will vote to authorize the Selectmen 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 Selectmen, 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.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 9: To see what date taxes will be due and to set an interest rate for unpaid amounts.

The Selectmen recommend 1st half to be due October 31, 2010 and 2nd half to be due April 30, 2011 with interest at seven percent (7%) on any unpaid balances.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 10: To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at seven percent (7%) for the fiscal year.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 11: To see if the Town will vote to authorize the Board of Selectmen to dispose of Town owned personal property with value not to exceed \$35,000.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 12: To see if the Town will vote to authorize the Selectmen to borrow from or appropriate from fund balance (surplus) as they deem advisable to meet the unanticipated needs of the community that occur during the fiscal year.

The Selectmen recommend an amount not over \$75,000.
The Budget Committee recommends an amount not over \$75,000.

ARTICLE 13: To see if the Town will authorize the Selectmen, for the fiscal year 2010 - 2011, to transfer funds between appropriation accounts as long as the grand total of all appropriations is not exceeded. Any such transfers to be approved only at a properly called public meeting of the Selectmen.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 14: 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.

Note of explanation -- Three examples of when the use of Town employees and equipment may be necessary:

- A. Tying in work done on a public road that intersects a private road;
- B. Plowing snow on a private road to clear the way for emergency response apparatus; and
- C. In rare or emergency situations, maintaining private roads for school bus access to special education students as deemed necessary.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 15: To see if the Town will vote to authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. § 506.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 16: To see if the Town will vote to appropriate from the tax increment of the Pipeline/ RT 302 Tax Increment Financing District for FY 2010 - 2011 projects proposed in the Tax Increment Financing District Development Program.
Amount requested: \$193,823

Note: Included in this item are:	Raymond-Casco Historical Society	\$ 1,800
	Raymond Waterways Association Milfoil Program	\$15,000

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 17: To see if the Town will vote to raise and appropriate for the Administration account.
Amount requested: \$468,010

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 18: To see if the Town will vote to raise and appropriate for the Assessing account.
Amount requested: \$65,669

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 19: To see if the Town will vote to raise and appropriate for the Town Hall account.
Amount requested: \$30,623

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 20: To see if the Town will vote to raise and appropriate for the Insurance account.
Amount requested: \$478,492

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 21: To see if the Town will vote to raise and appropriate for the General Assistance account.
Amount requested: \$4,000

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 22: To see if the Town will vote to raise and appropriate for the Technology Department account.
Amount requested: \$150,000

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 23: To see if the Town will vote to raise and appropriate for the Community Development account.
Amount requested: \$39,850

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 24: To see if the Town will vote to raise and appropriate for the Fire/Rescue Department account.
Amount requested: \$578,196

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 25: To see if the Town will vote to raise and appropriate for the Animal Control account.
Amount requested: \$13,771

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 26: To see if the Town will vote to raise and appropriate for the Infrastructure account.
Amount requested: \$20,930

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 27: To see if the Town will vote to raise and appropriate for the Public Works account.
Amount requested: \$589,499

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 28: To see if the Town will vote to raise and appropriate for the Solid Waste account.
Amount requested: \$471,555

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 29: To see if the Town will vote to raise and appropriate for the Cemeteries account.
Amount requested: \$16,112

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 30: To see if the Town will vote to raise and appropriate for the Parks & Recreation account.
Amount requested: \$11,697

Included are: Contract Services	\$6,697
Raymond Rattlers Snowmobile	\$2,000
Raymond Baseball/Softball	\$1,000
Agawam mowing/soccer	\$2,000

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 31: To see if the Town will vote to raise and appropriate for the Raymond Village Library.
Amount requested: \$30,900

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 32: To see if the Town will vote to raise and appropriate for the Provider Agencies.

None this year.

ARTICLE 33: To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) account.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 34: To see if the Town will vote to raise and appropriate for the Capital Improvement account.
Amount requested: \$678,665

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 35: To see if the Town will vote to raise and appropriate for the County Tax account.
Amount requested: \$544,946

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 36: To see if the Town will vote to appropriate the total sum of \$1,566,148 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.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 37: To see if the Town will vote to authorize the Selectmen to accept or reject grants, donations and/or gifts of money to the Town of Raymond and to expend monies donated for specific purposes.

The Selectmen recommend adoption of this article.
The Budget Committee

ARTICLE 38: 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, 2010 and any other funds provided by any other entity included but not limited to:

- A. Municipal Revenue Sharing
- B. Local Road Assistance
- C. Emergency Management Assistance
- D. Snowmobile Registration Money
- E. Tree Growth Reimbursement
- F. General Assistance Reimbursement
- G. Veteran's Exemption Reimbursement
- H. State Grant or Other Funds

The Selectmen recommend adoption of this article.
The Budget Committee

Given under our hands this day of AD 2010.

Mike Reynolds

Joseph Bruno

Dana Desjardins

Charles Leavitt

Lawrence Taylor

Selectmen of Raymond

**TOWN OF RAYMOND
WARRANT FOR THE ELECTION OF OFFICERS**

Tuesday, June 8, 2010

To: Nathan White, Resident of Raymond, or Town Constable in the County of Cumberland and State of Maine:

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Raymond, qualified by law to vote in Town affairs to meet at Jordan-Small Middle School gymnasium in said Town on Tuesday the eighth day of June A.D. 2010 at 7:00 am then and there to act on the following articles:

ARTICLE 1 To elect a moderator to preside at said meeting.

ARTICLE 2 To elect all necessary Town Officers and budget referendum by secret ballot.

The polls for voting on Article 2 will open at 7:00 AM and close at 8:00 PM.

The Registrar of Voters will hold office hours while the polls are open to correct any error in or change a name or address on the voting list, to accept the registration of any person who is not registered as a voter. A person who is not registered as a voter may not vote in any election.

Given under our hands this day of A.D. 2010.

_____ Joseph Bruno

_____ Dana Desjardins

_____ Charles Leavitt

_____ Michael Reynolds

_____ Lawrence Taylor

SELECTMEN OF RAYMOND



401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742
655-3024 (Fax)

MEMO

To: Selectmen

Date: March 4, 2010

From: Louise Lester, Town Clerk

Subject: Organizations getting
municipal funding

In forming the town report I invite all organizations which are connected with the Town of Raymond to forward an annual report to me for inclusion in the Raymond Town Report. It occurred to me that some of these organizations get financial help or work in kind from the Town for their programs. It also occurred to me that Raymond doesn't receive any report from those organizations as to who is responsible for those organizations and hence the Town's funds. The Town also does not receive any report of how those funds are used.

I spoke with Don Willard and he suggested I bring the subject before you. Raymond gives quite a bit of money to organizations in Raymond, and I would like to see some proof of their existence and how they use the funds. It should be expected that organizations which receive funding should submit an annual report to the Town which would be on file with the clerk's office. Just a copy of their annual meeting minutes and accounting would be something to show who the officers were, that they indeed had a functioning organization, and how they used the Town's funds.



TAX ACQUIRED PROPERTY POLICY

Adopted by the Board of Selectmen - May 18, 1995

Amended - August 3, 1999

Amended - March 9, 2010

1. The purpose of this policy is to provide guidance regarding properties acquired by the Town for non-payment of taxes.
2. If the former owner, after the property has achieved tax acquired status, requests a reasonable payment schedule that will provide for the repayment of all outstanding taxes, the Tax Collector will allow a payment schedule for up to 60 months from the date of automatic foreclosure. (a) If the payment schedule, as established by the Tax Collector, is not acceptable to the taxpayer, appeal may be made to the Board of Selectmen.
3. If the Taxpayer becomes more than 90 days delinquent in meeting the payment schedule as established, or is not current as of June 30th of any given year, the account will be referred to the Board of Selectmen for redemption and/or sale.
4. If the Selectmen determine that a property should not be retained under Section 5 and that the taxpayer is delinquent under Section 3, the Taxpayer or other party in interest will be offered the right of immediate redemption by paying all outstanding taxes, interest and costs within 30 days of receiving notice.
5. Retention of Property: The Selectmen shall retain property for the benefit of the Town, if they deem it in the best interest of the town to do so. By way of example, but not of limitation, the Selectmen might deem it in the best interest of the town to retain property where: (a) The property has or will have recreational value or economic value to the Town, (b) The property has or will have potential for a public facility or additions to public facilities, (c) Retention of the property will provide a residence for an individual or individuals who otherwise will require public assistance from the Town.
6. Sale: If a property is not retained by the Selectmen under Section 5, and if the property is not redeemed under Section 4, the property shall be sold by sealed bid or any other method approved by the Selectmen which maximizes the return to the Town. The Selectmen shall reserve the right to accept or reject bids in any bid process. A notice of intent to sell the property shall be published in the newspaper; shall be posted in those areas where warrants are posted; and shall be sent to the Taxpayer or Taxpayers who lost the property by certified mail, return receipt requested to their last known address.

APPROVAL SIGNATURES (for Amendment)

Chairman of Selectboard

Date

Selectman

Date

Selectman

Date

Selectman

Date

Selectman

Date