Town of
RAYMOND
Home of the Landlocked Salmon
INCORPORATED 1803

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Date: February 15, 2013

To: Board of Selectmen & Budget-Finance Committee

From: Don Willard, Town Manager DW

Re: FY 2013-14 Municipal Budget Materials

I am enclosing the FY 2013-14 Town Manager's municipal budget submittal for your review and consideration. This year's budget review with the Board of Selectmen and Budget-Finance Committee will be held on Tuesday, February 26, 2013 at 7:00 pm at the Broadcast Studio. I would encourage you to contact me at don.willard@raymondmaine.org if you have any questions prior to that meeting. These materials are also posted to the Town website at www.raymondmaine.org.

In order to help guide the budget development process, the Board of Selectmen provided the following desired performance measures:

1. Increase appropriation for capital road improvement – based upon Road Improvement Study Committee report.
2. Limit the use of fund balance/surplus as revenue to reduce taxes.
3. Develop a core services – driven budget, i.e., "what are we doing that we don't need to do?"
4. Continue to explore privatization and outsourcing of services for cost savings.
5. Explore working with neighboring towns and Cumberland County government to cut costs and/or improve services.
6. Maintain current service levels in roadside solid waste and recycling collection. Continue current trash contract unless it threatens LD-1 compliance.
7. Investigate bonding for capital improvement vs. capital reserve budgeting to achieve maximum utilization of existing capital resources.
8. Develop budget with the understanding that all budget areas may be considered.
9. Consider department budgeting needs and anticipated needs going forward.

The town has had both an LD1 compliant and, essentially, flat budget for the past six years on account of an extraordinary level of budgetary restraint. At the same time, the elimination of the use of Undesignated Fund Balance (Surplus) as a revenue was accomplished in the FY 2012-13 Budget. Achieving a seventh year of a no increase budget would require additional budget cuts that reduce current core service levels and/or a reassessment of revenue generation and use goals. The alternatives available would be a significant cut to an already pared down budget, an increase in property taxes in the form of an LD-1 levy limit increase and/or the use of Undesignated Fund Balance (Surplus) funds to balance the budget. The allowed LD1 levy limit for FY2013-14 as calculated by Contract Assessor, Curt Lebel, is $2,175,143.47. As currently submitted, the net municipal budget contains no usage of Undesignated Fund Balance for the second year and totals $2,336,912 or $161,768 over the LD1 limit, resulting in a projected mill rate increase

of $0.19, or $47.50 on a $250,000 property. This scenario does not reflect any increase in the Town's valuation, as that information is not yet available. Last year the Town's valuation increased by over $5,000,000.

Erosion of core services below current levels may not be consistent with providing for sustainable and adequate long term essential town needs, and is not being recommended. At this juncture, it may be prudent to reassess Raymond's longer term goals. The overarching budget goal of the past several years to have no increase in municipal spending has been largely achieved. Additional cuts, while certainly possible, will also drive core service redefinition, structural change, and result in further service reductions.

Growth in non tax revenue continues to be a problem despite some signs of national economic recovery. The local economy is still lagging and shows no immediate signs of a robust increase. Complicating matters is the Governor's State Budget proposal that essentially vacates the revenue sharing partnerships that have existed between local and state governments. The proposed budget, however, does not account for the passage of these proposed budget cuts, which are still quite uncertain at this time and would cause an additional $214,022.11 and related $0.20 mill rate increase in Raymond, if fully enacted. State revenues have been flat funded in the budget at actual current year collection levels with the hopeful expectation that, after legislative review and action, the next biennial state budget will maintain local government support more nearly approximating historical levels rather than the unprecedented cuts proposed.

Other significant revenue problems include the use of one time revenues to reduce property taxes in FY 2012-13 by using $70,000 from the Assessing Revaluation Reserve. A smaller, although significant, revenue reduction of $10,000 is the loss of the Town of Gray Public Safety Contract for services provided by Raymond Public Safety.

Areas of notable increased FY 2013-14 spending include: $35,000 in additional annual road maintenance (as recommended by the Road Improvement Study Committee); $30,969 in the Public Safety Department including new EMS mandates for training and equipment, etc.;$24,639 in the Public Works Department for the increased cost of contract snow removal, contract striping, equipment maintenance, etc.; $5000 in the Raymond Waterways Protective Association request; and $5000 in the Raymond Village Library request, totaling $100,608.

The proposed budget also presents another year of a substantially lower level of Capital Improvement financial effort than that of similarly sized towns. Raymond's ongoing lower Capital Improvement Plan (CIP) spending has been achieved by both doing without, in some instances, and utilizing used equipment and vehicles versus buying new. Creativity and extra effort by involved staff has allowed this system to work. It is, however, highly dependent upon carefully selecting, outfitting and regularly trading said equipment to maintain serviceable tools to meet the mission critical needs of the town. It is also extremely difficult to project both multi-year replacement costs and availability of equipment when operating this way. The principal, and perhaps only, advantage is large capital acquisition cost savings. As an alternative, a full funded multi-year CIP, based upon buying new equipment, has been presented for discussion purposes, cost comparison, and possible action.

The proposed budget includes a 2% pay/salary increase for municipal employees, which is the average monthly increase in CPI for the year ending December, 2012. The average monthly increase in CPI has been the benchmark used in prior years to establish annual cost of living increases.

In summary a balanced FY 2013-14 budget may be achieved in one of four ways:

1. Making cuts to existing programs, services and/or personnel totaling $161,768.
2. Increasing the LD1 levy limit by $161,768
3. Using Undesignated Fund Balance (Surplus) in the amount of $161, 768. (This would leave $1,889,620).
4. Any combination of the above strategies.

I am looking forward to meeting with you on the 26th and if I can provide any additional information in the meantime, please contact me directly.

FY 2013-2014 MUNICIPAL BUDGET CALCULATOR

Proposed Gross Municipal Budget	3,804,546
Less Projected Revenues	-1,397,634
Less Estimated Homestead Reimbursement	-55,000
Less Estimated BETE Reimbursement	-15,000
Proposed Net Municipal Budget	2,336,912

The allowed 2013-2014 Municipal Tax Levy Limit per LD1 is $2,175,144, as determined by Contract Assessor, Curt Lebel.

Proposed Net Municipal Budget exceeds the LD1 Tax Levy Limit by	$161,768

2013/2014 Fiscal Year Property Tax Levy Municipal Spending Limitation (unfinalized1/3/13)

2012/2013 Municipal Property Tax Limit

Property Tax Levy Limit	$	2,119,212.78	FY 12/13
Increased Tax Levy Limit	$	-	FY 12/13

2012/2013 Municipal Property Tax Actuals

Core Municipal Tax Levy	$	2,115,045.22	FY 12/13
Applicable Limit Less Core Levy	$	4,167.56	

Notes: fy 2012/2013 Core Levy was $4,167.56 under the allowable limit under LD 1

Calculating Growth Limitation Factor

Avg. Real TPI	1.05%	*(provided by State)*
Property Growth Factor	0.72%	*(see calculation below)*
Growth Limitation Factor	1.77%	

Calculating Property Growth Factor (as of 4/01/2012)

New Property Taxed for 1st Time (*New Builds*)	$	1,539,800.00	
Any Splits Assessed for 1st Time (*New Splits*)	$	659,900.00	
Net Value of Improvements (*Pick up Work*)	$	3,024,000.00	
New Personal Property *(positive increases only from each property record)*	$	1,980,300.00	
"New Value" Total	$	7,204,000.00	*(numerator)*
Total Taxable Value of Municipality (4/1/2012) *(Adjusted for Abatements & Supplementals)*	$	997,876,900.00	*(denominator)*
Property Growth Factor		0.72%	

Property Tax Levy Limit (before "net new funding" deducted)

2012/2013 Property Tax Levy Limit	$	2,119,212.78
(multiplied by Growth Limitation Factor)		101.77%
Allowable Growth Subtotal	$	2,156,722.85

Adjustment for New State Funding ("net new funding")

Actuals from calender yr 2011		
-Mun. Rev Sharing	$	208,171.98
(X Growth Factor if < than '11 yr rev sharing)		102.21%
Total (adjusted)	$	212,772.58
Actuals from calender yr 2012		
-Mun. Rev Sharing	$	194,351.96
Net Difference	$	(18,420.62)

Final Calculation of Property Tax Levy Limit

2012/2013 Property Tax Levy Limit	$	2,119,212.78
Growth Limitation Factor		101.77%
Allowable Growth Subtotal	$	2,156,722.85
Deduction/Addition (net new funding)	$	18,420.62
Property Tax Levy Limit	$	2,175,143.47

Fund Balance Information

The Town's auditors, Smith & Associates, suggest a level of Undesignated Fund Balance equal to 10% of commitment plus an average one-month's expenses. (10% of the 2012-2013 commitment would be $1,108,231.10, and the average monthly expenses for FY2011/2012 = $964,353.32 for a total of $2,072,584.42)

The Undesignated Fund Balance Policy adopted by the Raymond Board of Selectmen on October 2, 2007 states that the Town's goal is to maintain a level of Undesignated Fund Balance equal to 15% of the prior year's commitment, exclusive of any amount to be paid from the Undesignated Fund Balance. (15% of the prior year's commitment of $10,327,634.89 = $1,549,145.23)

The beginning Undesignated Fund Balance for FY2012-13 per the auditors is $2,051,388.

Municipal Budget
FY 2013-14

	13/14 Budget	12/13 Budget	11/12 Budget	10/11 Budget	09/10 Budget	$ diff last/this	% diff
Administration							
Salaries	326,380	317,702	308,052	301,468	316,993		
Code Enforcement Department	85,501	84,005	73,771	78,019	88,191		
Supplies	4,200	4,200	4,000	4,300	4,300		
Equipment	500	500	500	500	500		
Service contracts	15,890	18,433	18,490	18,311	17,976		
Utilities-phone	5,000	5,500	5,900	5,900	5,900		
Postage	7,931	6,977	6,853	6,480	6,530		
Audit & legal	30,000	26,000	26,000	26,000	26,000		
Dues / publications/remembrances	1,305	1,355	1,155	1,205	1,250		
Advertising	3,000	2,500	2,000	1,000	1,000		
Registry of Deeds	4,000	4,500	4,500	3,500	3,500		
Travel & training	11,199	11,199	9,399	9,399	9,399		
Printing	2,500	2,500	2,500	3,700	5,600		
Elections	7,097	8,655	7,825	8,228	10,743		
Total	504,503	494,026	470,945	468,010	497,882	10,477	2.1207
Assessing							
Contract Assessor	25,000	25,000	30,000	30,000	30,000		
Assistant Salary	10,967	10,754	15,678	24,669	24,669		
Supplies/Equipment	1,100	1,100	1,059	1,500	800		
Legal (Assessing & BAR)	1,000	1,000	1,000	1,200	2,568		
Software maintenance	8,360	8,456	7,350	7,100	7,100		
Registry of Deeds	1,200	1,200	1,200	1,200	1,200		
Total	47,627	47,510	56,287	65,669	66,337	117	0.2462
Town Hall							
Supplies	1,640	1,100	1700	2,220	2,400		
Equipment	2,000	1,000	3,000	3,000	3,454		
Heating oil	4,320	4,995	5,600	6,000	7,600		
Utilities	7,400	11,000	13,500	14,500	15,264		
Contract services	1,520	1,497	1,453	1,403	1,403		
Town Hall repairs/renovations/maint	2,500	3,000	3,000	3,500	3,500		
Total	19,380	22,592	28,253	30,623	33,621	-3,212	-14.217
Insurance							
Social Security	87,188	84,851	83,073	84,487	85,324		
Unemployment	1,000	1,000	1,000	1,000	1,000		
Liability/Vehicle Insurance	40,000	28,000	29,002	29,002	28,930		
Workers Comp	28,000	28,000	29,000	30,970	30,970		
Inland Marine	2,500	2,125	1,999	1,986	1,900		
Public officials liab.	1,350	1,350	1,350	1,350	1,350		
Health/Dental	250,000	253,671	243,201	265,867	245,176		
Life insurance	5,300	4,450	4,450	4,795	4,795		
ICMA Ret Corp	41,900	47,798	47,907	44,635	47,515		
Rescue Billing Services	12,000	12,000	12,000	14,400	14,576		
Total	469,238	463,245	452,982	478,492	461,536	5,993	1.2937

Municipal Budget
FY 2013-14

	13/14 Budget	12/13 Budget	11/12 Budget	10/11 Budget	09/10 Budget	$ diff last/this	% diff
General Assistance							
GA	6,000	6,000	6,000	4,000	2,000		
Total	6,000	6,000	6,000	4,000	2,000	0	0.0000
Technology Department							
Video broadcasting salary	17,160	12,293	9,235	3,600	3,600		
Video broadcasting expenses	10,000	9,000	9,000	9,000	9,000		
Technology Svcs Admin/GIS Coord.	60,000	60,000	60,000	60,000	60,000		
Technology/computers/upgrades	58,165	58,165	58,165	63,800	63,800		
GIS hardware/software/maint.	13,600	13,600	28,600	13,600	20,000		
Total	158,925	153,058	165,000	150,000	156,400	5,867	3.8331
Community Development							
Planning Services	21,500	36,500	17,000	26,100	31,277		
Economic Development	7,000						
GIS Services	20,000						
Secretary	9,871	9,679	11,775				
Supplies	350	250	250	250	250		
Advertising	1,500	1,500	1,500	1,500	1,500		
Legal	3,000						
Comp Plan implementation			0	1,500	5,000		
Planning Board Ordinance Updates	4,000		4,500	6,500	5,000		
Conservation Commission	0	2,000	2,000	4,000	4,000		
GPCOG	4,436	4,699	3,869	0	0		
Total	71,657	54,628	40,894	39,850	47,027	17,029	31.172
Fire/EMS Department							
Clothing allowance	5,000	5,000	5,000	5,000	5,000		
Operations	22,000	18,000	17,000	15,955	13,955		
Travel	2,400	2,400	4,400	4,400	4,400		
Fire/Rescue Payroll	395,454	387,700	377,432	376,432	376,432		
Dispatch Services	31,700	31,700	31,700	31,700	25,900		
Building maint	12,244	12,244	12,244	12,244	8,620		
New equipment	8,000	7,000	7,000	7,000	7,000		
Gas/oil	18,278	17,278	15,278	15,278	15,278		
Vehicle Maintenance	28,400	26,400	23,400	23,400	23,400		
Firefighter Equipment and repair	5,700	5,700	5,700	5,700	5,700		
Radio repairs & replacement	7,800	7,800	7,800	7,800	7,800		
Heating of buildings	13,000	13,000	13,000	16,000	16,000		
Utilities	26,966	26,966	26,966	26,966	24,966		
Maintenance and License Contracts	5,721	4,721	4,721	4,721	4,721		
Health & safety	4,955	4,955	4,000	4,000	4,000		
Dues & publications; EMS assessment	900	900	900	900	900		
Training	19,790	10,500	10,500	10,500	10,500		
Fire prevention	500	500	500	500	500		
Turn-out gear/equip	7,225	4,500	8,500	8,500	8,500		
SCBA	4,400	2,200	2,155	1,200	1,200		
Total	620,433	589,464	578,196	578,196	564,772	30,969	5.2537

Municipal Budget
FY 2013-14

	13/14 Budget	12/13 Budget	11/12 Budget	10/11 Budget	09/10 Budget	$ diff last/this	% diff
Animal Control							
Revenue	($4,200)	($4,000)	($4,000)	(4,000)	(4,000)		
Salaries	7,708	7,532	6,327	6,000	5,120		
Uniforms	400	400	400	500	300		
Equipment	500	500	500	600	600		
Mileage/Expenses	5,300	5,200	5,200	5,000	5,000		
Contract services	5,856	5,856	6,160	5,671	5,586		
Total	15,564	15,488	14,587	13,771	12,606	76	0.4907
Infrastructure							
Streetlights	19,600	19,960	19,330	20,930	21,220		
Total	19,600	19,960	19,330	20,930	21,220	-360	-1.803
Public Works							
Salaries	231,610	225,098	215,129	211,114	212,852		
Supplies/uniforms	3,000	3,000	3,000	5,000	5,000		
Materials	15,000	15,000	15,000	15,000	15,000		
Street signs	5,500	3,000	3,000	3,000	3,000		
Road salt	60,000	60,000	71,000	71,000	71,000		
Equipment	3,000	3,000	3,000	1,000	3,500		
Equipment maintenance	40,625	32,500	30,000	20,000	20,000		
Gas/diesel	29,000	29,000	18,000	22,000	22,000		
Utilities-Phone/CMP	4,000	4,000	4,000	5,600	5,600		
District One-PW	5,500	5,890	5,890	6,575	6,575		
Building maintenance	7,500	8,500	7,700	3,500	3,500		
Travel & training	400	500	0	0	400		
Snow removal contract	181,889	176,591	169,862	164,560	158,239		
Striping contract	15,394	11,000	11,000	10,000	10,000		
Roadside mowing	2,500	3,200	3,200	3,200	3,200		
Subcontracting	6,000	6,000	6,000	6,000	7,000		
Rental equipment	1,000	1,000	1,000	750	1,500		
Winter Sand	41,200	41,200	41,200	41,200	41,200		
Total	653,118	628,479	607,981	589,499	589,566	24,639	3.9204
Solid Waste							
Recycling pickup & haul	124,875	121,235	117,700	114,278	107,494		
Recycling committee	1,200	1,200	1,200	1,200	1,200		
Roadside pickup	124,875	121,235	117,700	114,278	114,660		
MMWAC	44,950	46,400	49,300	52,200	52,200		
MMWAC debt service	143,821	152,115	160,409	168,703	176,997		
ecomaine (RWS) demo project	20,213	20,896	20,896	20,896	18,440		
Total	459,934	463,081	467,205	471,555	470,991	-3,147	-0.679

Municipal Budget
FY 2013-14

	13/14 Budget	12/13 Budget	11/12 Budget	10/11 Budget	09/10 Budget	$ diff last/this	% diff
Cemeteries							
Contract services	12,760	11,212	11,112	11,112	11,112		
General repair/maintenance	5,000	5,000	5,000	5,000	5,000		
Map and plot locations plan	0	8,365	0	0	2,000		
Total	17,760	24,577	16,112	16,112	18,112	-6,817	-27.737
Parks/Recreation							
Materials/equipment	3,500	3,500	3,500	0	4,200		
Contract services	6,697	6,697	6,697	6,697	7,335		
Raymond Rattlers Snowmobile	800	2,000	2,000	2,000	2,000		
Raymond Baseball/Softball	1,000	1,000	1,000	1,000	1,000		
Agawam mowing /soccer	2,000	2,000	2,000	2,000	2,000		
Total	13,997	15,197	15,197	11,697	16,535	-1,200	-7.896
Raymond Village Library							
Library	40,000	35,000	30,900	30,900	30,900		
Total	40,000	35,000	30,900	30,900	30,900	5,000	14.285
Provider Agencies							
RED	0	0	0	0	1500		
Raymond Mentoring Partnership	0	0	0	0	1000		
Raymond Food Pantry	0	0	0	0	200		
Total	0	0	0	0	2,700	0	0.000
CIP							
PW-Equipment Reserve	35,000	35,000	35,000	35,000	35,000		
PW - Road construction bond payment	100,086	103,263	106,297	109,213	112,081		
Paving/Road Maintenance	275,000	240,000	240,000	234,838	225,000		
Municipal Facilities Maint/Improvement	25,000	25,000	25,000	25,000	25,000		
Public Safety Bldg bond payment	118,779	123,358	132,829	136,385	139,741		
Fire Dept equipment bond payment	57,945	59,784	61,541	63,229	64,889		
Fire Department Equipment,Facilities	75,000	75,000	75,000	75,000	85,000		
	686,810	661,405	675,667	678,665	686,711	25,405	3.841
Gross Budget	3,804,546	3,693,710	3,645,536	3,647,969	3,678,916	110,836	3.000
County Tax Assessment	627,814	589,109	589,325	544,946	560,674		
	627,814	589,109	589,325	544,946	560,674	38,705	6.570

Municipal Budget
FY 2013-14

	13/14 Budget	12/13 Budget	11/12 Budget	10/11 Budget	09/10 Budget	$ diff last/this	% diff
TIF							
Raymond/Casco Historical	1,800	1,800	1,800	1,800	1,800		
Hydrant Rental	5,600	5,460	5,300	5,360	5,360		
Waterline Bond Payment	65,926	68,467	73,724	75,697	77,560		
Route 302 Bond Payment	45,119	46,858	50,456	51,806	53,081		
Street Flag Maintenance	1,000	1,000	1,000	1,000	1,000		
Route 302 Corridor	30,551	29,493	30,288	33,597	34,297		
Sheri-Gagnon Park			0	4,838	0		
Raymond Waterways	20,000	15,000	15,000	15,000	15,000		
	169,996	168,078	177,568	189,098	188,098	1,918	1.1411

Estimated Municipal (Non-Property Tax) Revenues
FY 2013-14

	Account	13/14 Budget	12/13 Budget	11/12 Budget	10/11 Budget	09/10 Budget	08/09 Budget	$diff last/this yr
R3050	Public Cable Franchise Agreement	$39,000	$39,000	$37,000	$36,000	$34,000	$33,974	$0
R3100	Crown Castle Tower Lease	$46,834	$42,526	$40,000	$38,984	$37,812	$35,828	$4,308
R3120	Supplemental Taxes	$0	$0	$0	$0	$0	$9,000	$0
R3150	Excise Taxes	$720,000	$720,000	$720,000	$730,000	$780,000	$800,000	$0
R3200	Municipal Revenue Sharing	$195,000	$205,000	$200,000	$200,000	$233,163	$240,000	-$10,000
R3220	Local Road Assistance	$55,000	$54,000	$52,000	$52,000	$55,000	$61,800	$1,000
R3270	Tree Growth	$10,000	$8,000	$7,000	$7,000	$6,000	$7,000	$2,000
R3280	Veterans Exemption	$2,500	$4,000	$2,300	$2,300	$1,500	$1,500	-$1,500
R3300	Snowmobile Reimbursements	$1,400	$2,400	$2,200	$2,800	$2,300	$2,300	-$1,000
R3320	CEO/Planning Board Fees	$50,000	$50,000	$50,000	$55,000	$55,000	$95,000	$0
R3360	Municipal Fees	$20,000	$20,000	$20,000	$20,000	$20,000	$23,000	$0
R3380	Public Safety Income - Town of Frye Island	$15,000	$15,000	$15,000	$15,000	$20,000	$30,000	$0
R3385	Public Safety Income - Town of Gray	$0	$10,000	$10,000	$0	$0	$0	-$10,000
R3400	Fire and Rescue Ambulance Collections	$145,000	$145,000	$145,000	$160,000	$160,000	$130,000	$0
R3435	Solid Waste - Bag Tag Income	$400	$700	$800	$1,000	$1,200	$1,200	-$300
R3475	Sale of Recyclables	$0	$0	$0	$0	$10,000	$11,000	$0
R3440	Recyling Bins	$0	$200	$200	$150	$200	$200	-$200
R3480	Lien Charges	$5,500	$5,000	$5,000	$4,000	$3,500	$3,500	$500
R3500	Miscellaneous	$40,000	$60,000	$60,000	$55,000	$50,000	$60,000	-$20,000
R3520	Interest Income - Taxes	$35,000	$35,000	$30,000	$30,000	$30,000	$25,000	$0
R3530	Interest Income - Investments	$2,000	$5,000	$10,000	$20,000	$40,000	$85,000	-$3,000
R3550	Clerk Fees	$3,500	$3,500	$3,900	$3,200	$3,200	$3,500	$0
R3560	Perpetual Care	$4,000	$4,000	$4,000	$4,000	$4,000	$4,000	$0
R3600	Parking Fines	$500	$300	$200	$500	$500	$1,000	$200
R3800	School Plowing Income	$7,000	$7,000					$0
R3900	Luther Gulick Fund Contribution	$0	$3,000					-$3,000
R4000	Fund Balance Contribution	$0	$0	$88,406	$129,214	$146,300	$150,000	$0
	Total	$1,397,634	$1,438,626	$1,503,006	$1,566,148	$1,693,675	$1,813,802	-$40,992
R4050	Homestead Exemption Reimbursement	$55,000	$55,000	$60,000	$78,000	$55,000	$70,953	$0
R4051	BETE Reimbursement	$15,000	$15,000	$10,000	$14,000	$0		$0
R4052	Use of Assessing Reserve	$0	$70,000					-$70,000
					Total anticipated change in revenues			**-$110,992**

02/15/2013

2013-2014
Administration

Account # 0100

Total Appropriation Request -- $504,503

Sub-accounts

0100 Salaries ***$326,380***

Town Manager	(Salary)	$96,035
A portion of salary is used to purchase long-term disability insurance		
Finance Director	36.67/hr @ 40hrs/week	$76,274
Deputy Finance Director	22.01/hr @ 35hrs/week	$40,059
Deputy Tax Collector	18.68/hr @ 32hrs/week	$31,084
Clerk	23.10/hr @ 38hrs/week	$45,646
Deputy Clerk/Tax Collector/Counter/ G.A. Coordinator	16.47/hr @ 25hrs/week	$21,411
Municipal Assistant	21.09/hr @ 9 hrs/week	$9,871
(12 hrs under Code Enforcement; 9 hrs under Community Development and 10 hrs under Assessing)		
Selectmen	5 members @ $1,200/year	$6,000

0150 Code Enforcement Department ***$85,501***

Code Enforcement Officer	40 hrs per week - Salary	$63,240
Municipal Assistant	$21.09/hr @ 12 hrs/week	$13,161
(9 hrs under Administration; 9 hrs under Community Development and 10 hrs under Assessing)		
Supplies		$1,000
Vehicle fuel/maintenance		$4,000
Training/Conferences		$1,500
Phone		$1,400
Software		$1,200

0200 Supplies ***$4,200***

Included are paper products (forms, envelopes, labels, stickers, etc); office supplies; computer supplies

0300 Equipment ***$500***

Chairs; desks; filing cabinets, adding machines, and other office equipment

0325 Service Contracts ***$15,890***

Northern Data (software licenses and support fees) - $11,235, Postage machine rental - $760;Postage Meter maintenance contract $110, photo copier agreements - $600; tax billing services from Northern Data - $2,657, Lewiston Waste Water Control-$250 for septic site license, Androscoggin Bank-$250 (Trust Funds administration fee), Quarterly Electronic 941 filing $28

0500 Telephone ***$5,000***

Verizon Wireless, Fairpoint, VOIP

0600 Postage ***$7,931***

Tax Bills (semi-annual)	$2,960
Tax bills – corrected re-submittals	$46
30-day lien notices@$6.11 (360)	$2200
Mortgage holder lien notices@$6.11 (50)	$306
45 day automatic foreclosure notices@$6.11 (60)	$367
Mortgage holder foreclosure notices@$6.11 (50)	$306
Reminder notices	$46
Normal business mail, town wide mailings, postage due	$1,700

0700 Professional Services ***$30,000***

Audit:	$8,000
Legal	$22,000

0800 Dues and Subscriptions/Publications/Remembrances ***$1,305***

Excise guides $150; Affiliated Health Assoc. $150; MTCCA $40; MTCTTCA $75; MWDA $30; CCMCA $10; newspapers and other publications $300, notaries $50, Remembrances $ 500 –**previously eliminated MMA membership, along with TM's ICMA & MTCMA dues**

0900 Advertising ***$3,000***

Appeals Board; Selectmen; employment openings; public notices; and legal advertisements

1000 Registry of Deeds ***$4,000***

Lien filings; lien discharges; and quitclaim deed filings – have to pay for each year quitclaimed

1100 Travel and Training ***$11,199***

The 2013 mileage reimbursement rate has been set at 56.5 cents per mile by the IRS.
The Town of Raymond uses the IRS standard rate.
Town Manager

Auto stipend	$3,899

Training and meetings	$1,500
MTCMA Conference	$0
ICMA Conference	$2,800
MMA Conference	$0
Previously eliminated Town Manager attendance at MTCMA & MMA conference	
Office Staff Conferences and mileage	$3,000

1200 Printing ***$2,500***

Town reports	$2,000

The distribution plan again for this year is to put the town report on-line and to have three locations for public pickup.

Ordinance Printing	$500

1400 Elections ***$7,097***

Conferences/training	$700
Register of Voters 200 hrs @ $8.04/hr	$1,608
Election Worker meals @ $120/election for 4 elections	$480
June Town election - Workers = 6 @ 13.5 hrs @ $7.50/hr	$608
Voting machine programming	$370
Print 1000 ballots @ .40 each	$400
June Town Meeting - Workers = 4 @ 5 hrs @ $7.50/hr	$150
RSU Public Hearing – Workers = 3 @ 3 HRS @ 7.50/hr	$68
RSU Budget Referendum – Workers = 5 @ 13.5 hrs @ $7.50/hr	$507
Voting machine programming	$370
Print 1000 ballots @ .40 each	$400
Reimbursement by RSU 14	$-1345
November Election – Workers = 6 @ 13.5 hrs @ $7.50/hr	$608
State pays for voting machine programming	- 0 -
State pays for ballot printing	- 0 –
Municipal machine programming (if needed)	$370
Municipal ballot printing: 1000 @ .40 each	$400
Unanticipated 1 Election – Workers 6 @ 13.5 hrs @ $7.50/hr	$608
Machine programming	$370
Print 1000 ballots @ .40 each	$400
Election supplies	$25
Voting Machine – annual maintenance	- 0 -

(Funding for new voting machine in reserve - $6500 – can be eliminated. State has 5-year lease program beginning in 2013. Purchase of machines not recommended at this time.)

2013-2014
Assessing
Account #0125

Total Appropriation Request -- $47,627

Sub-accounts

0050 Contract Assessor ***$25,000***

Contracted Assessor Curt Lebel – 50 days

0100 Salary ***$10,967***

Assessor's Assistant – 10 hrs per week at $21.09/hr
(9 hrs under Administration, 12 hrs under Code Enforcement, 9 hrs under Community Development)

0200 Supplies/Equipment ***$1,100***

Office supplies

0250 Legal ***$1,000***

Covers the legal cost for assessing and the Board of Assessment Review

0275 Software Maintenance ***$8,360***

Vision annual software license, maintenance, tech support, and upgrades - $5510;
Website support - $2200; NDS Bridge - 500; Vision static database - 150

0300 Registry of Deeds ***$1,200***

Copies of deeds for Town Office records

2013-2014
Town Hall
Account #0200

Total Appropriation Request -- $ 19,380

Sub-accounts

0200 Supplies ***$1,640***

Water and water cooler rental, maintenance	$540
Toiletries; paper goods; hardware; and misc.	$1,100

0300 Equipment ***$2,000***

Equipment purchases, copier lease

0400 Heating Oil ***$4,320***

1200 gallons of fuel @ $3.60/gallon; average usage decrease due to new furnace, milder winters

0500 Utilities ***$7,400***

CMP – usage decreasing as aging servers replaced and consolidated on newer, more efficient servers

1300 Contract Services ***$1,520***

Mowing Town Office-$800, alarm monitoring-$720

1400 Renovation/Repairs/Maintenance ***$2,500***

Represents monies to cover any unforeseen events that may occur for repairs or maintenance

2013-2014
Insurance
Account #0400

Total Appropriation Request -- $469,238

Sub-accounts

0599 Social Security ***$87,188***

Employer's share of Social Security

0699 Unemployment Insurance ***$1,000***

0749 Liability/Vehicle Insurance ***$40,000***

General liability insurance and property/vehicle insurance

0799 Workers Compensation Insurance ***$28,000***

The components that comprise the rate are the number of employees, salaries, modification rate and the job classification rates.

0899 Public Officials Liability Insurance ***$1,350***

0900 Inland Marine ***$2,500***

Includes rescue watercraft and other miscellaneous equipment

1399 Health and Dental Insurance Premiums ***$250,000***

Medical and Dental Insurance for 16 employees; pays 85% of family coverage
This includes negotiated TM long-term disability insurance (from salary).
Requesting $3,671 less than last year – unable to be more precise because numbers not available until May.

1450 Life Insurance ***$5,300***

Provided for full time employees, based on annual salary and age of employee. Also includes additional Life Insurance for TM as negotiated per contract (from salary).

1499 ICMA Retirement Corp ***$41,900***

ICMA Retirement match benefit for 16 employees.
All full time employees are eligible for the ICMA Retirement plan.
The maximum amount allowed after 5 years of employment is a match of 5% of gross wages.

Employees eligible to receive family coverage/two person/employee with child(ren)/health care but elect NOT to take advantage are eligible to receive up to $3454 (established in 2002 as half the cost of family coverage at that time) annually or additional life insurance benefits. The estimated cost to the Town in FY2013/2014 for employees who elect to take the ICMA Retirement option instead of the health plan that they are eligible for will be $7,239, for 3 employees.

1600 Rescue Billing Services ***$12,000***

This is the cost for the Town of Raymond's billing services with Medical Reimbursement Services of Windham and is based on 8% of collected amounts. They collect from insurance companies those fees charged for rescue calls/ambulance transportation.

2013-2014
General Assistance
Account # 0500

Total Appropriation Request -- $6,000

Sub-accounts

0110 General Assistance ***$6,000***

This account is used for aid to families with extreme levels of poverty. Expenditures for housing, food, fuel, and medical payments are issued from this account. No increase for FY 2013-14. Expenditures are reimbursed by the State of Maine at a 50% level.

The Town has the Community Assistance Fund for those needing assistance but not qualifying for General Assistance. At the time of this draft, that account has $20,153 available.

2013-2014
Technology Department
Account #0550

Total Appropriation Request -- $158,925

Sub-accounts

0100 Technology Services Administrator / GIS* Coordinator** ***$60,000

Contract position for administration of network services and GIS applications - 6th year of same request.

0300 GIS Hardware/Software/Maintenance ***$13,600***

Software, hardware, and maintenance necessary for GIS

0400 Cable Broadcasting salaries ***$17,160***

$16.50/hr @ 20 hrs per week. Videographer for live meeting broadcasts; dvd creation; playback scheduling, etc.
From Technology Department: This position has been called "videographer," when it actually also entails "station management" duties and responsibilities. Increase of $4867 in salary brings us a little closer to reality: from $15.76/hr @ 15 hours per week to $16.50 @ 20 hours per week.

0500 Cable Broadcasting expenses ***$10,000***

Supplies, software and hardware maintenance

0700 Technology/computer/upgrades ***$58,165***

This includes annual upgrades, maintenance, replacement costs, virus protection renewals, sonic wall upgrades and renewals, technical training, fuel/maintenance for Portable. Time Warner Road Runner cable modem $13,200

Technology Committee Cover Letter

2013-2014 Budget Requests:

0100 Technology Services Administrator **$60,000**
Contract position – unchanged since inception

0300 GIS Hardware/Software Maintenance **$13,600**
Software, hardware and maintenance – unchanged from last year

0400 Cable Broadcasting salaries **$17,160**
This position has been called "videographer," when it actually also entails "station management" duties and responsibilities. Increase of $4867 in salary brings us a little closer to reality: from $15.76/hr @ 15 hours per week to $16.50 @ 20 hours per week. Another option is to obtain a high-end laptop so that Dominic Dymond can work remotely, but this (Station Manager) should really be a full-time position, and he should be the one in it. That's on the Future Needs List. (See below.)

0500 Cable Broadcasting expenses **$10,000**
An increase of $1000 over last year for supplies, and for software and hardware maintenance. See "Capital" info below for what we should be doing.

0700 Technology/computer upgrades **$58,165**
Annual upgrades, maintenance, replacement costs, virus protection renewals, SonicWALL upgrades and renewals, technical training, and fuel/maintenance for Broadcast Studio. Also included: Time Warner Roadrunner cable modem: $13,200.

Examples of what we need right away at the BS (Line 0500):

– **Microphones** **$1600**
General group mics to help to capture the public seated discussions. This mic works well for a small group at about 2-3 foot distance, so we would need around 4 to assure a good spread. It's considered a chorus mic. Most respectable mics are between $200 and $400. (See details below.)

– **Graphic equalizer** **$200-500**
Dual 31-band graphic EQ for isolating the frequencies that produce loop noise when using loud speakers at the Town Meeting and other meetings that need a speaker system. (See details below.)

FUTURE NEEDS

Full-time Station Manager $30,000?

Capital Items for Cable Station to transition to digital SD (not HD, that will come later)

- Ultra Nexus - SDI $14,000
- 2 Sony cameras & AnyCast Interface Card $7,000
- PEG Stream - SD $4,000
- NAS storage unit $4,000
- LED studio lights $10,000
- SDI Cards for Fiber Link to Jordan-Small Gym $2,000
- Misc connectors & cabling $2,000

What could have been on the Capital List:
– Either the Ultra NEXUS-SDI or the Ultra NEXUS-HD. (See details below.)
– PEGStream & PEG-Vault for live-streaming and VOD. (See details below.)

Background and additional info:

Besides thoroughly researching our equipment and software needs for this budget, Dominic Dymond is further proposing that he purchase a high-end laptop, so that he can work from home and during breaks at his other two jobs. Instead, I (Laurie Forbes) think we should hire him full time.)

(From Dominic)
I have been researching the matter of using HD-SDI signal from the EVI-HD1 camera. I have contacted Sony tech support to ensure I have all the correct solutions. What we came up with was to get the BKAW-590. At that point the AnyCast then has the option to continue outputting standard definition analog using the one original remaining BKAW-570.

Then once we come to the point that we want to convert to a complete SD-SDI system, we have to either:
– Upgrade the two remaining cameras to the BRC300 ($3980). Each needs to be accompanied by the BRBK302 ($740), SD-SDI output camera expansion card each SDI card and camera set costs around $4700, as well as obtain a BKAW-580, which costs $2150,
totaling $11550 for the three expansion cards as well as the cameras. We can use this solution prior to upgrading the Nexus to digital if we incorporated an HD/SD-SDI to analog converter. Tech Support suggested among other brand names that AJA products are a good option for signal conversion.
– Or another option with more potential for upgrade would be the BRCZ330 (costs $4200) and then output to SD-SDI with the "BRBKHSD2" which costs $1400 and is a combination SD/HD-SDI camera expansion card. The BRCZ330 including the HD/SD-SDI expansion comes to $5770 for each set, **totaling $13700 for the three expansion cards as well as the cameras.**
– The final solution is far cheaper but not quite the same level of seamless quality (although higher than we currently have with analog). For this solution you would need a conversion box which was recommended as

cheapest/easiest, while still keeping quality above analog quality.
The suggestion was to use the AJA HD10MD at $840, where we would just use the HD in's and out from the EVI-HD cam and BKAW-590 combination, then convert the HD-SDI out on the BKAW-590 between the AnyCast and the Nexus. Using the converter also gives us the potential to output HD-SDI, SD-SDI and analog to the Nexus. This would give us the option to use the model EVI-HD1 camera when replacing the last two old cameras, provided you get another BKAW-590. Although with two 590's we would lose the i.link FireWire port on the BKAW-570 and BKAW-580cards that I use for digital uncompressed AVI video files with the MediaPac DVR.

Misc:

- **Proper general group mics** would be a great help to capture the public seated discussions. This mic works well for a small group at about 2-3 foot distance so we would need around 4 to assure a good spread. It's considered a chorus mic. http://www.proaudiosuperstore.com/Electro-Voice-RE90HW.html

This one has a better quality, but I'm not sure of the range:
http://www.proaudiosuperstore.com/cad-m9.html

There are other mics that pick up general sound, are not limited by a small distance pickup and don't emit large amounts of distortion. Most respectable mics are between $200 and $400.

- **A dual 31 band graphic EQ** for isolating the frequencies that produce loop noise when using loud speakers at the Town Meeting and other meetings that need a speaker system. Some examples here:
http://www.sweetwater.com/c788--Graphic_EQ
It has to be at least dual channel 30+ band, because we usually use two speakers and each one needs to be tuned properly in order for it to work best. If we ever intend to use more then two sound speakers we would need a graphic EQ for each additional sound speaker.

- **The Ultra NEXUS-SDI or the Ultra NEXUS-HD,** which isn't yet released but Leightronix has sent me an update stating it will be out around Q2 this year.

- **The PEG-Stream & PEG-Vault** for live streaming and VOD. The issue I ran into that stopped me from suggesting this sooner was that there is the annual host cost that Leightronix imposes at $3,000 for live streaming and $1,800 for VOD = $4,800 annual total.

- **A remote workstation** to much improve productivity and allow me to control the Nexus more reliably, because I find the current laptop to be sub-par at best. I have done much research and found that for a system that has the proper graphics processor, I will have to exclude Mac. I narrowed the field down by limiting to "only systems with the Nvidia Quadro Graphics card," as it is the only type that supports accelerated Adobe CS encoding. Then to accelerate Flash encoding in Adobe, you need a quad core or higher CPU, and Adobe works best--with the most RAM you can get--according to Tech Support. Given that Kevin seems to prefer Dell, I checked out what workstations they provide, and it turns out they provide the best solutions at the lowest prices due to a sizable discount applied most generously to the M6700 series (mostly because that series has the highest price). Upon going through the options, I came out with the best option available and then compared it to the other companies that provide Nvidia Quadro solutions. An interesting side note is that the current Quadro Graphics card in all models K2000m through K5000m either beat or match the current desktop workstation at the Portable, which should match or exceed the speed in which it encodes MPG2 and other video files frequently processed.

All Quadro Options
http://www.nvidia.com/object/mobile-workstation-notebooks.html

(excluded the Fujitsu workstation because I wasn't finding where to buy and or customize it.)

MSI

http://www.msimobile.com/level2_productlist.aspx?id=114

This has only one option, and it is the middle ground in almost every way, Mid-grade Intel CPU, mid-grade K2000m graphics processor and 15 inch screen. This all adds up to a product that isn't bad, but with lower resources comes slower encoding and a less effective increase in productivity. This isn't a bad choice but not the optimal one either. Priced at around $2,100

Lenovo

http://shop.lenovo.com/SEUILibrary/controller/e/web/LenovoPortal/en_US/builder.workflow:Enter?sb=:00000025:00003383:

This has another mid-grade K2000m graphics chip but a little higher RAM options, CPU options and better battery when compared to the MSI. Still with a 15 inch screen although less flashy, but performance would still lag when trying to encode videos. Still not a bad choice but again not optimal either. Price lands at around $3,300

HP

http://h71016.www7.hp.com/MiddleFrame.asp?page=config&ProductLineId=539&FamilyId=3565&BaseId=38900&oi=E9CED&BEID=19701&SBLID=

This has the second best range of customization, including screen resolution choices, multiple RAM choices, HDD choices, CPU and graphics options. The bottom price is around $3,000 and tops at $9,000, though centering in at $5,500 with the K4000m graphics card (second best) or $6300 with K5000m (best) for all the properly picked options. This is a great choice but very expensive.

DELL

http://configure.us.dell.com/dellstore/config.aspx?c=us&cs=555&fb=1&l=en&model_id=precision-m6700-covet&oc=bwct67c-ptg&s=biz&vw=classic

Last but not least, Dell has the widest range of customization with several models supporting the Quadro card. The only model that supports the current gen graphics card and CPU is the M6700 series. Coming with the option for built-in RAID 0, 1 or 5 and allowing up to 4 HDDs puts this one at the top. It has a cost-effective option of twin hybrid drives, costing a small amount less than 2 standard HDDs.
With no RAID and just one HDD and no extended battery, it bottoms out at $3,700. When adding in another HDD as RAID 1 and an extended battery and choosing the more capable CPU, it comes out at $4,900. The DELL Covet M6700 is my first choice, followed by the HP 8770W, then the Lenovo W530, and finally the MSI GT60.

Although the options are the most flexible, with the Dell there is actually another reason I would chose it over the others. Dell provides a quite low .99% financing option for non-profits and other corporate accounts. If the town were to approve using this financing option, it wouldn't impact the overall budget as long as I was the one making the payments which would be around $40 a week, or $160 a month out of my check. Or it may be more beneficial to take the entire amount out of my yearly salary and adjust my check to compensate. I assume this should be an easier sell if it has zero impact on the budget.
I would obviously have to sign a contract stating something like I have to forfeit the computer if I cease to make the payments, which would be automatically withdrawn.

In addition to this being approved, I would also request that the town pay for either a copy of CS5, CS5.5, CS6 or pay for the cheaper priced subscription based CS6. I would need the computer to be made a part of the network and added to the VPN with Leightronix, "Win LGX," and "CHyTV" installed on it so I can use it as proposed.

2013-2014
Community Development and Services
Account #0575

Total Appropriation Request -- $71,657

Sub-accounts

0025 Planning Services ***$21,500***

Contracted Planning services with Sebago Technics

0026 Economic Development ***$7,000***

Contracted Economic Development services with GPCOG

0027 GIS Services ***$20,000***

Contracted GIS services with Sebago Technics

0030 Secretarial Support ***$9,871***

Planning Secretary – 9 hours per week @ 21.09
(9 hrs under Admin; 12 hrs under Code Enforcement; 10 hrs under Assessing)

0200 Supplies ***$350***

0800 Ordinance Updates ***$4,000***

Contracted Ordinance work with GPCOG

0900 Advertising ***$1,500***

Covers the cost of Planning Board hearing notices

1000 Legal ***$3,000***

Legal review of ordinance revisions/changes/implementations

1250 Conservation Commission ***$0***

To support ongoing efforts with land conservation, invasive insect education, & membership with the Maine Association of Conservation Commissions
Conservation Commission requests to carry forward 2012-2013 balance and not appropriate additional funds in 2013-2014.

1300 GPCOG ***$4,436***

Annual membership dues

2013-2014
Fire and EMS Department
Account #0600

Total Appropriation Request -- $620,433

Sub-accounts

0025 Clothing Allowance ***$5,000***

Uniforms, badges, patches, identification tags; shirts for members

0050 Operations ***$22,000***

Oxygen, Medical supplies, laundry, office supplies, light bulbs, miscellaneous hardware, new EMS requirements of Capnography and EMS drug boxes, increase in EMS supply cost & Med. Control doctor.

0075 Travel ***$2,400***

Expense reimbursements for travel associated with training, meetings, and other functions; attendance at National Chiefs' Conference; Adjustment added to vehicle maintenance

0100 Fire/Rescue Payroll ***$395,454***

Chief, Full-time paramedic/firefighters, call and standby pay, administrative support, training pay

0150 Dispatch Services ***$31,700***

Ongoing expenses related to contract for regional dispatch services with CCRCC

0200 Building Maintenance ***$12,244***

General maintenance for buildings: includes electrical, repairs, paint, floor waxing, water lines

0300 New Equipment ***$8,000***

New equipment for Fire and Rescue; Trailer for Forestry Pumps & Equipment, Rural Water, ISO, Gear Lockers

0325 Fuel – Gas, oil ***$18,278***

Fire and Rescue vehicles – adjusted to reflect anticipated increase.

0340 Maintenance of Vehicles ***$28,400***

All associated Fire and Rescue vehicle maintenance – adjust for expected issues in aging fleet

0350 Firefighter Equipment and Repairs ***$5,700***

Repairs of all equipment that breaks or is lost during fire operations - hose, hand tools, electrical cords, generators, portable pumps, portable lights, chainsaws, fittings, EMS equipment, fire extinguisher use and refill

0355 Radio Repairs and Replacement ***$7,800***

Repair and replacement of portable radios

0400 Heating ***$13,000***

Based on 6,000 gallons of LPG
Heating for PSB & District II Fire Station

0500 Utilities - Public Safety Building ***$26,966***

CMP, Verizon, Fairpoint, Alarm Lines, TWC High Speed professional internet service

0600 Maintenance Contracts and Licenses ***$5,721***

Copier services, HVAC system heat service contract, Defibrillator(s) maintenance contract, annual EMS assessment, EMS license fees, Emergency Reporting, MEMSARS; requirement to put elevator back in service

0700 Health & Safety ***$4,955***

Hepatitis, TB, protective equipment, mask fitting HEPA 95 and SCBA, Job Placement assessments, physicals, Blood Borne Pathogen issues with laundry

0800 Dues & Publications ***$900***

Trade journals, professional publications, legal newsletter, and organizational dues

1100 Training ***$19,790***

Training class registration fees, training equipment,officer development and leadership training, curriculum updates, mandatory trainings such as EMS protocol changes and new procedure updates, EVOC, AVOC, Pumps classes, reimbursement to members for EMT and FFI, II certification classes after they meet attendance requirements

1200 Fire Prevention ***$500***

Support materials for educational programs; updated codes purchases

1300 Turnout Gear/Equipment ***$7,225***

Need to maintain safety standards for turnout gear/inspections-need 3 new sets.

1400 SCBA Maintenance ***$4,400***

Annual Flow Tests and safety checks by certified technicians for each pack; batteries for pack safety devices and voice emitters

The Raymond Fire & Rescue Department has continued to meet the challenges and the Select Boards' direction to control spending with the budget for over seven years. We believe the tax payers deserved and expected the efforts we achieved. We have maintained services through creativity, dedication and being successful with grant writing. Over the years we have made reductions in CIP and the budget. Holding the line has been difficult, continuation will not be possible given current trends, additional requirements, and the unfunded mandates that we operate under.

The following items will affect the budget this year and in the future.

On the EMS division:
Emergency Medical Services training requirements from the State will increase starting May 2013. Additional hours of training for each provider, will have an effect on the training budget.

The trend in EMS is showing our hospitals getting out of the medication supply business which will make it necessary for ambulances to begin to purchase medications and stock them. This is widely discussed by the hospital staff at the chiefs meetings and the solution discussed as the most viable option is joining with other communities to provide a medical control doctor and purchase medications for ambulance use. It is estimated that the cost will be in the thousands plus a fee for the physician.

The EMS scope of practice has increased providing more life saving procedures to those in need.

- Capnography monitoring, added this year, cost of $22 for each device. This change adds approximately $2200 to our supply budget.
- Interosseous (Bone Drill) needles cost $100 each and we use an average of ten annually.
- CPAP is another recent change adding about $1000 to our budget annually.
- Lactic acid Monitors: added a $1200 expense this year.

In the fire division:
We replaced all of our aged out non-compliant SCBA (Self Contained Breathing Apparatus) with a grant. We need to replace every air bottle (48) at the fifteen year life mark. There is no exception to the rule; we must rotate bottles in over the next few years or we will need to come up with a large amount at the fifteen year mark for this requirement. We did not include any replacement funding in this year's budget but, we feel we should start next year replacing 5 each year. The bottles cost $660 each or will require $3300 annually to be added to the budget.

The same applies to turnout gear; this is the rated gear we use for all vehicles, chimney and structure fires, all vehicle accidents, fuel spills, LPG leaks, etc. The life of a set of gear is 10 years. Recently because of a grant we replaced a great deal of aged out gear, we have only been budgeting for replacement of damaged gear and new member gear, we need to go on a rotation of 4 to 5 sets annually to maintain the program and not fall behind. The cost which we need to include in next year is to replace 4 sets annually is $6000 annually.

Radios are more intricate, and expensive than the older circuit board type we used. A portable radio which meets current standards costs over $600 without protective case and microphone. We have 35 portables in the department which last on average of 6 years the rotation should include replacing 6 a year for a cost of $3600 plus repairs, and batteries. We need to maintain Mobile Radios and system components annually. It is necessary to replace two mobile radios at about $800 each to keep the system current.

Training:
Our members have given hundreds of hours to the town in volunteer training over the years; this is an unrealistic practice to continue. We require members to attain certifications, to meet minimum standards and maintain proficiency, to recertify or license as required. It is required of driver operators to achieve a minimum 10 hours of in-house driver operator training on each apparatus after a16 hour EVOC, Emergency Vehicle Operators Certification, and successfully complete a 16 hour pump certification class. Members are required to attend classes prove proficiency, and certify in marine operations. This is for both Marine 1 and Marine 2. These are situations where pay has not been provided to members, but we need to require many hours of members time to meet certifications.

Savings:
Driver training is also an area which being creative has saved us costs. The Bureau of Labor standards requires proficiency testing certification on a three year rotation. Our belief is that a driver operator proves requisite knowledge each time they drive and operate an apparatus. Documentation of safe driving and operations, does provide proof of proficiency in operations Per BLS. The efforts we have employed in the past to control costs have included member pay reductions, removal of stipends from officers and key personnel such as a training officer, holding pay rates for many years with no increases. Our average call member makes only 11.40 per hour.

Other cost savings measures we have taken include:

- Improvements to our heating systems at both the Public Safety building and District 2.
- Rewiring switches and circuits to limit or make the systems more efficient in electrical use costs.
- We remodeled District 2 this year at a cost of approximately $37,000 this provided insulation, wiring, plumbing an egress sprinkler system, upgrading to a high efficiency LPG heat system and instant on demand hot water heater to make the building cost effective and user friendly.
- Many hours of member donated time and repurposing many items such as the old shower stall, use of donated tiles in the bathroom, a donated range unit from Nate White, a bathroom vanity by Denis Morse, a member donated desk, etc. All these things helped make this project come together, and give the town a building an extended useful life.

The regionalizing report from MMA listed District 2 for a possible closure to save money, if a newly formed three town department chose to operate with a three station configuration. If a four station configuration was decided on District 2 would remain status quo. This possibility was discussed at the roll out meeting, but due the potential

negative effect on our citizens and insurance ratings, it was determined this would not be feasible for our town. Raymond was the only town strongly supporting the regionalizing plan. The consultants representative stated that they included a number of items knowing most will not be achieved, "they are ideas". The report listed purchasing additional specialty apparatus, and it took several tankers out of service in towns which rely heavily on rural water supply. This is not a realistic plan given we rely on these trucks to maintain ISO rating.
It is fair to say there are things from the report which we will accomplish with the other towns, such as the purchase of specialized capital equipment, joint bids, regional grant requests. We are in the midst of plans to combine and share our forestry trucks. We are improving training, through cooperative efforts, providing bigger bang for the buck. We are covering manpower issues, by making use of automatic mutual aid to our calls. These aid services are reciprocal and provide RIT (Rapid Intervention Teams), water supply pieces, and staffing to meet minimum standards for service.

Large donations have slowed tremendously, with exception of a few like the recent donation for a rescue mannequin we have not been receiving the amount of donation support we were accustomed to years ago. Having said that: the Raymond Fire Rescue Association donated the funds for one new Cardiac Monitor to the department this year, which allowed us to replace two units at a total cost of $55,000.

For the past several years we have relied heavily on vehicles from Maine State Surplus which have more mileage and maintenance issues than previously experienced as the State keeps them in service longer. Response vehicles have become very complicated and are required to meet State, NFPA 1901 and federal specifications. These make them more difficult to work on. These requirements have basically with exception of checking and topping off fluids, tire air, replacing of light bulbs, made maintaining our own vehicles no longer possible. Most issues now require a Certified Emergency Vehicle Technician to work on the problems and maintain compliance with the requirements on NFPA and Ambulance KKK Standards.

We recognize there is a need for more members and plan a spring membership drive to bring more folks into the department.

- We currently have 3 new members going through the orientation process.
- We will need to host or join training programs like FFI, FFII, EMT-B, after recruits pass:
    1. Background and license checks, fit for duty physicals.
    2. Basic mandatory training on harassment awareness and prevention, blood borne, air borne pathogens, fire extinguishers, TB Screening, NIMS and Hazardous Materials.
    3. We stopped funding large cost trainings up front. The Emergency Medical Technician basic class cost over $950, we reimburse ½ of the cost of a class after six months of active service and the other after a year.
    4. Without this program there are few who would attend, with the tremendous commitment of time into these licensure/certification classes, many cost over thousand dollars each.

As we continue to look for ways to save and control costs, we are continually met with challenges, changing prices of equipment, and mandates effecting service delivery.

Our job is proactive in the prevention of fire and providing EMS, to identify road blocks and safety issues and through enforcement or education efforts to overcome them. Continually be on the look out for money saving methodology of service delivery and develop officer's education to assure our leaders are well educated in safety, tactics, coaching, and mentoring, as this will improve our membership as a whole.

Thank You
Raymond Fire Rescue Management Team

(Excerpt From MMA Regional Report)

FIRE STATION CONFIGURATION

The current locations of fire stations were selected to reflect the individual needs of each fire and rescue department. A consolidation of the departments provides an opportunity to consider reducing the number of fire stations and consolidating resources for more effective response. Assuming a limited number of full-time, part-time, and volunteer personnel, centralization of resources offers the opportunity for a safer response. Analysis suggests that the consolidated department should operate with three or four stations. It is suggested that a three-station consolidated model may be most appropriate, given available resources. Under the four-station alternative, the Brown Street Fire Station in Casco would be decommissioned. Under a three fire station configuration, the Brown Street Fire Station and Raymond Station #2 should be closed. Raymond Station #2 could remain open if the CNR Fire and Rescue Department determines that there is sufficient demand for service and that there are volunteers in the area to support station activities.

2013-2014
Animal Control
Account #0750

Total Appropriation Request -- $19,764 – Total from taxes $15,564

($4,200 of the needed request will be taken out of the ACO general ledger account this year. State law requires that a portion of every dog license and dog fines go into a reserve account only to be used for ACO)

Sub-accounts

0025 Animal Control Account used to reduce appropriation ***($4,200)***

0100 Salaries ***$7,708***

Animal Control Officer and assistant(s) @ $10.98 hr

0200 Uniforms ***$400***

Shirts; patches; and badges; jacket

0300 Equipment ***$500***

Traps, snare loop, gloves, and rabies virus disinfectant, etc.

1100 Mileage/Expense ***$5,300***

Mileage	$3,600
Vet Bills	$1,400
Training	300

1300 Contract Services ***$5,856***

Contract with Animal Refuge League :

$1.32 per capita x 4436 (2010 estimated census)
4 equal quarterly payments

2013-2014
Infrastructure
Account #0775

Total Appropriation Request -- $ 19,600

Sub-accounts

0050 Street Lights ***$19,600***

Slight decrease anticipated based on last year and this year.

2013-2014
Public Works
Account #0800

Total Appropriation Request $653,118

Sub-accounts

0100 Salaries ***$231,610***

Public Works Director/Road Commissioner		$67,732
Crew Person #1 (foreman)	20.40/hr @ 40hrs/week	$42,432
Crew Person #2	17.29/hr @ 40hrs/week	$35,964
Crew Person #3	17.29/hr @ 40hrs/week	$35,964
Crew Person #4	17.29/hr @ 40hrs/week	$35,964
Overtime		$13,554

125 hours per position for over time

0200 Supplies/Uniforms ***$3,000***

Shop supplies, hand tools, gloves, hard hats, safety boots, chainsaw safety equipment, vests, cleaning supplies and office supplies for equipment and buildings

0225 Materials ***$15,000***

Gravel, culverts, cold patch, hay, seed, erosion control, signs, and posts
Note: This account includes gravel, culverts and erosion control supplies that are necessary to accomplish **routine** road maintenance.

0230 Street Signs ***$5,500***

This account is used for street sign maintenance

0250 Road Salt ***$60,000***

GPCOG bid currently 51.61/ton but expected to increase.

0300 Equipment ***$3,000***

Small misc. equipment purchases-includes chainsaws, work signs & traffic cones

0350 Equipment Maintenance ***$40,625***

Oil changes, tires, breakdowns, cutting edges, nuts, bolts, wiring, and other parts; subcontracted repairs

0400 Gas/Diesel ***$29,000***

Fuel for two heavy dump trucks, four light trucks, backhoe, and grader – over 8,000 gallons – cost and usage adjustment

0500 Utilities-Phone/CMP ***$4,000***

CMP for the Salt Shed; Telephone; Cell Phone

0600 District One – PW ***$5,500***

Heat and electricity at 47 Main Street Building

0700 Building Maintenance ***$7,500***

Routine maintenance for the Public Works building

1100 Travel and Training ***$400***

Safety training, equipment operator training, pavement management, and general maintenance programs

1310 Snow Removal Contract ***$181,889***

This is a one-year extension of the 5-year contract with P&K Sand & Gravel; last year's cost was $176,591 – this year includes a 3% increase. (The Town also has the option to put this out to bid.) The contract provides snow removal and sanding of 40.783 miles of road at $4460 per mile.

1320 Striping ***$15,394***

Double yellow line striping and fog lines on 25 miles of road

1325 Roadside Mowing ***$2,500***

Subcontracted normal mowing of town roadsides and specific area projects requiring heavy cutting

1370 Subcontracting ***$6,000***

To accomplish necessary work that the public works crew cannot complete due to time restraints and lack of equipment - such as catch basin cleaning and mowing

1380 Rental Equipment ***$1,000***

Rental of special equipment not owned by the Town

1390 Winter Sand ***$41,200***

In the contract with P&K, the Town assumes the cost of winter sand; this is the average cost.

Town of
RAYMOND
Home of the Landlocked Salmon
INCORPORATED 1803

401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742
Fax 207.655.3024

Memorandum

Date: February 15, 2013

To: Town Manager Don Willard, Board of Selectmen & Budget-Finance Committee

From: Nathan White, Public Works Director

Re: FY 2013-14 Budget Proposal

Over the last seven years, the Public Works Department has cut its budget in order to meet the Budget Performance Measures while still providing consistent services to the tax payers. This year we were given the direction to produce a "needs based" budget. However, the operating budget was already functioning at a "needs" level in order to maintain the services that we have been, and the objective to come in flat is not obtainable, given the increases in subcontracting.

At this time, we budgeted for a 3% increase in the plow contract in the amount of $5,298. We are actively negotiating with P&K Sand and Gravel to reduce the overall contract cost. If we are unable to obtain a flat or a minimal increase contract extension, we will most likely seek bids for a new five year snow removal agreement.

Other increases within the operating budget are vehicle maintenance (25%) and striping (36%). The increase in vehicle maintenance, which is $8,125, is to reflect the inflation in petroleum products and tire costs. The striping increase, which is $4,000, is an anticipated increase in the striping agreement, which is expected to go out to bid in June, 2013.

As in past years, we are going to continue to find creative ways to buy and maintain used equipment in order to keep the capital expenditure at a minimum. However, department heads were asked to produce a capital replacement plan if the Town were to move in the direction of purchasing new equipment as surrounding towns do. In terms of capital road work, we are suggesting increasing the road maintenance account to $500,000 from $275,000 to cover the existing pavement funding and the proposed projected bond payment. In the event that the bond is defeated at the Annual Town Meeting, we are still requesting the increase in order to put a higher priority on the amount of road work completed each year.

2013-2014
Solid Waste
Account #0900

Total Appropriation Request -- $459,934

Sub-accounts

0400 Pine Tree Waste - Recycling Pickup and Hauling Contract ***$124,875***

Fourth year of 5-year contract - last year was $121,235 – increase of $3,640 (3%)
Offers Single-Stream (Zero-Sort) & curbside cardboard recycling
* There is a possibility of eliminating the 3% increase through reduction of service. Details were not available at the time of this printing.

0450 Recycling Committee ***$1,200***

This account is used to develop brochures and provide for public awareness and promotion of recycling.

1325 Pine Tree Waste - Roadside Pickup Contract ***$124,875***

Fourth year of 5-year contract – last year was $121,235 – increase of $3,640 (3%)
* There is a possibility of eliminating the 3% increase through reduction of service. Details were not available at the time of this printing.

1335 MMWAC Tipping Fee ***$44,950***

1,550 tons @ $29.00 ton

340 MMWAC Debt Service ***$143,821***

1994 Series D bonds - final payment will be May 1, 2015
Principal payment of 131,379.45, interest of 12,440.97

1425 Ecomaine (RWS) Facility Project Annual Debt ***$20,213***

Based on a prorated calculation of generated bulky waste; According to information received from Ecomaine, final payment will be billed in 2014.

*** Detailed discussions between the Town Manager and Pine Tree management have failed to find a way to restructure the contract to produce a large reduction in cost. A smaller cost reduction may be possible by reducing service to additional difficult pickup locations. Talks are ongoing.**

2013-2014
Cemeteries
Account #1200

Total Appropriation Request -- $17,760

Sub-accounts

1300 Contract Services		***$12,760***
Cemetery mowing	$10,960	
Pre-season clean-up	$1,400	
Veteran's flags	$400	
1400 General Maintenance and Repair		***$5,000***

In addition to usual repair and maintenance, stones are being straightened and repaired by Collette Monuments, as the budget allows, work is being done on the new portion of North Raymond Cemetery, and some clearing at Raymond Hill Cemetery.

2013-2014
Parks/Recreation
Account #1250

Total Appropriation Request -- $13,997

Sub-accounts

0600 Sheri-Gagnon Park ***$3,500***

Materials, Maintenance, Equipment

1300 Contract Services ***$6,697***

Portable toilets	$3,682	
Mowing	$3,015	

1350 Raymond Baseball ***$1,000***

Annual appropriation

1375 Raymond Rattlers ***$800***

Annual appropriation Note: appropriated $2000 in 2012-2013 and received only $1400 – adjusted for 2013-2014.

1400 Camp Agawam – Mowing soccer field ***$2,000***

Paid to Raymond Rec. - Fields used by Raymond Soccer

2013-2014
Raymond Village Library
Account #1275

Total Appropriation Request -- $40,000

Sub-accounts

0100 Library	***$40,000***

This represents an increase of $5,000 over last year's appropriation.

January 25, 2013

Raymond Village Library

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

Dear Mr. Willard,

Enclosed please find a copy of the proposed 2013-2014 budget for the Raymond Village Library. After a thorough review of the current budget, and careful consideration of upcoming needs, the RVL Budget Committee is asking for $40,000 in financial support from the town of Raymond. We recognize that the current economic conditions are difficult and have felt that impact with an increase in energy costs, supplies and building maintenance, along with a disappointing response to this year's Annual Appeal.

The 2013-2014 budget incudes additional costs associated with the completion of the automation process at the library during the upcoming year. Our automation account will not cover the costs of needed computer terminals, patron key cards and replacement circulation desks. In addition, it is imperative that we begin to address the issues of air quality and adequately cooling the building during the summer months.

The Raymond Village Library continues to be an important and vibrant resource that serves all levels of our community from infants to seniors. Under the direction of Sally Holt, MLS we are expanding our children's programming with Story Time, Baby Time and a new and exciting Summer Reading Program for elementary, middle school and high school students. We are also expanding quality programs for adults.

We continue to seek other sources of income through grants and fundraising. We have been very fortunate to receive grants and books valued at over $3,000 for book purchases and science programming over the past year. We are especially grateful to Hancock Lumber for the $2,000 donation to the purchase of a new book storage shed at RVL. Planning is underway for a June 2013 garden tour as a new source of income to support RVL. We will continue our Annual Appeal with a second request to our patrons. In spite of these efforts, we anticipate operating at a deficit of $2,387.

We certainly appreciate, and highly depend on, the town's support for our efforts. Thank you for your consideration of this request.

Sincerely,

Christine Frantz
Raymond Village Library Co-President
Enclosures

Raymond Village Library
2013 – 2014 Budget Request of $40,000
January 25, 2013

Expenses

- 2013-2014 RVL Budget increase of $2,737.
- Automation implementation costs for dedicated computer for Koha registrations, two computer terminals for patron use, new circulation desks and patron key cards.
- 2% salary increases budgeted for Director, Assistant Director and Youth Services Coordinator.
- RVL support staff hours increased from 25 – 28 hours weekly, 20 hours for Assistant Director and 8 hours for Youth Services Coordinator.
- Initiate plan to address HVAC issues for air quality and heating and cooling the building.

Sources of Income and Fundraising

- 2012-2013, town funding of $35,000 covers 44.8% of the operating budget of $78,150.
- 2013 – 2014 request for $40,000 will cover 49.5% of anticipated budget of $80,887.
- Annual Appeal is currently down by $3,000. We are anticipating a budget deficit of $5,350.
- Book Sale, tent sale, plant sale and basket sales are budgeted on par with past year.
- Planning is underway for June 2013 Garden Tour to increase income for RVL.

Grants and Donations

- Brownstone Grant of 100 books for the children's collection valued at $1500.
- Cornerstones of Science Grant of $1000 for science programming and science media.
- Norway Savings Company Grant of $500 for children's books.
- Hancock Lumber and Shed Happens donations for the new storage shed at RVL.
- Raymond Parent-Teacher Organization sponsors Pajama Storytime.

Patron Services and Programs

- Increasing use of free wireless and Internet access for job seeking and homework help.
- Increasing need for reference support, computer literacy and E Book instruction.
- Updating of RVL website for improved patron access.
- Increasing outreach and networking with Raymond Schools and community organizations.
- Monthly author presentations and adult programs to educate and serve interests of community.

Year-Round Youth Programming:

- Weekly Toddler Story Time and Baby Time
- Summer Reading Program for elementary age children.
- Library instruction on data base researching, Marvel and Overdrive at Jordan-Small Middle School.
- Literacy outreach through delivery of books to Raymond day cares and to Raymond Elementary School and Jordan-Small Middle School.
- Monthly game time for middle and high schoolers.

	10-11 Actual	11-12 Actual	Proposed 12-13 Budget	1st 6 mo 12-13 Actual	Proposed 13-14 Budget
Income					
Annual Appeal	$21,435	$22,368	$22,000	$13,855	$22,000
Book Sales	9,517	9,793	10,000	7,729	10,000
Donations	1,113	1,361	1,400	552	1,400
Minor Fundraising	2,490	2,720	4,000	1,233	4,000
Raymond Then & Now	87	104	50	50	100
Total Fundraising	**$34,642**	**$36,346**	**$37,450**	**$23,419**	**$37,500**
Town Funds	$30,900	$30,900	$35,000	$35,000	40,000
Invest Income/Interest	0	28	0	14	1,000
Grant Income	400	0	0	1,500	
Other Income/Dues	0	0	0		
Program Service Revenue	225	677	350		
Special Income	250	0	0		
Total Other Income	**$31,775**	**$31,605**	**$35,350**	**$36,514**	**$41,000**
Total Revenue:	**$66,417**	**$67,951**	**$72,800**	**$59,933**	**$78,500**
Expenses:					
Building Maint.	$680	$858	$1,200	$852	$1,000
Insurance	953	1,029	1,400	1,390	1,600
Total Facilites & Equipment	**$1,633**	**$1,887**	**$2,600**	**$2,242**	**$2,600**
Annual Appeal Expenses	**$1,107**	**$1,665**	**$1,500**	**$1,577**	**$1,600**
Fundraising Exp	**$100**	**$5**	**$100**		**50**
Grant Expense	**$163**	**$51**		**$267**	
Books, Audios & Videos	$7,807	$7,927	$8,850	$3,547	$9,000
Magazines	176	106	150	264	250
Programs	285	864	200	263	750
Total Media & Programs	**$8,268**	**$8,897**	**$9,200**	**$4,074**	**$10,000**
Advertising Expense/Publicity	$312	$428	$350	$76	$350
Computer	164	0	250	90	200
Equip/Furniture	0	0	0	213	250
Postage	346	407	400	108	300
Printing	105	163	100		100
Supplies	941	856	750	701	1,200
Total Operations	**$1,869**	**$1,853**	**$1,850**	**$1,188**	**$2,400**
Misc. Expenses	**$99**	**$52**	**$100**	**$116**	**$100**
Wages	$37,923	$38,668	$45,500	$26,752	$54,195

Payroll Taxes	2,499	2,185	3,500	1,283	5,492
Health Insurance	6,988	9,754	9,000	0	
Workers Comp Insur	292	450	400	676	
Total Payroll Expenses	**$47,702**	**$51,057**	**$58,400**	**$28,711**	**$59,687**
Membership & Dues	$25	$187	$200		$200
Travel	59		50	$5	50
Staff Development	30	25	200		200
Total Staff Development	**$114**	**$212**	**$450**	**$5**	**$450**
Electricity	$1,718	$1,586	$1,800	$768	$1,800
Heat	1,745	1,465	1,750	489	1,800
Telephone	378	301	400	95	400
Total Utilities	**$3,841**	**$3,352**	**$3,950**	**$1,352**	**$4,000.00**
Total Expenses	**$64,896**	**$70,473**	**$78,150**	**$38,955**	**$80,887**
Income (Loss)	**$1,521**	**($2,522)**	**($5,350)**	**$20,978**	**($2,387)**

2013-2014
Capital Improvements
Account # 1500

Total Appropriation Request -- $686,810

Sub-account

0250 Public Works – Equipment Reserve ***$35,000***
Planned replacement of major Public Works equipment

0300 Public Works Construction Bond Payment ***$100,086***
Payment # 9 to support debt services on the 2004 Series D, ten (10) year $950,000 bond approved at the May 2004 Annual Town Meeting for major road reconstruction. Principal-95,000; interest-5,086 This debt will be retired FY 2014-2015.

0350 Public Works Paving/Road Reserve ***$275,000***
Appropriation for road work/paving – A $35,000 increase was recommended by the Road Improvement Study Committee.

0400 Municipal Facilities Maintenance/Improvements ***$25,000***
To allow for improvements/major repairs to municipal facilities

0500 PSB Bond Payment ***$118,779***
Payment # 11 to support debt service on the 2002 Series F, fifteen (15) year $1,595,351 bond approved at a Special Town Meeting June 5, 2001 for the purpose of building the Public Safety Building. Principal-106,357; interest- 12,422: This debt will be retired FY 2017-2018.

0600 Fire Equipment Bond Payment ***$57,945***
Payment # 9 to support debt service on the 2004 Series D, ten (10) year $550,000 bond approved at the May 2004 Annual Town Meeting to acquire two major pieces of fire apparatus: A new engine was purchased in FY 2004-2005 to replace Engine One, a 1981 model. Rescue Two, a 1995 chassis with a 1986 ambulance body, was replaced as scheduled in FY 2005/2006. Principal-55,000; interest- 2945: This debt will be retired FY 2014-2015.

0650 Fire Department Equipment/Facilities ***$75,000***
Public Safety Building upgrades; Equipment

The following pages are exhibits to show a multi-year CIP based upon replacing existing equipment with new equipment in response to a request at the January 7, 2013 Budget/Finance Committee meeting, in order to have more control over equipment purchases and replace them on a set schedule..

The costs are based on the purchase of new equipment and a 7-year projection.

RAYMOND PUBLIC WORKS CIP NEEDS

Year Purchased	Year	Make / Model	Purchased from:	Price Paid	New/Used	Replacement Cost (Present)	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	Comments
08/18/11	2007	Chevy Suburban	State Surplus	$7,000.00	Used	Not replacing								Purchased to keep mileage off winter vehicle and for shared dept use; scheduled to be sol in 2013
08/16/12	2006	GMC Sierra	State Surplus	$6,500.00	Used	$37,000						$37,000		Replacing the 2002 Tassel Top Vehicle whic will be removed from service in the spring, 2013
02/28/07	2006	International	Daigle & Houghton	$108,228.92	Demo	$165,000						$165,000		Replaced the 1995 Chevy Top Kick and includes a $20,000 trade in
07/11/08	2006	Chevy Silverado	Quirk	$23,892.00	Used	$50,000				$50,000				Traded in 2001 F250 ($3916.00)
06/12/12	2005	Chevy Tahoe	Belgrade Auto	$6,800.00	Used	$45,000		$45,000						Replaced the 2007 Suburban as a 4wd vehicle for CEO
10/16/03	2004	Chevy Silverado	Sebago Lake Chevy	$31,710.00	New	$40,000		$40,000						Traded in 2000 Chevy ($16,834)
04/01/08	2002	GMC Sierra	State Surplus	$6,500.00	Used	Trading (no replacement)								Purchased in partnership with Tassel Top (50%)
12/14/88	1988	Ford F800	Rowe Ford	$31,997.00	New	To be replaced								Replacing w/Dump Truck in 2013-2014
08/18/04	2004	John Deere Backhoe	Nortrax	$89,834.00	New	$100,000			$100,000					Replaced the 1995 New Holland Backhoe
07/09/12	2004	Bobcat Skidloader	State Surplus	$7,500.00	Used	$40,000							$40,000	Added equipment
09/09/02	2003	Ford F550	MacDonald Motors	$58,161.00	New	$98,975	$98,975							Replaced 1995 3500 GMC that was purchased in 1995
07/25/12	1999	Johnston Street Sweeper	CN Wood	$9,000.00	Used	$102,000					$102,000			Replaced the 1991 model purchased from Town of Gray in 2000 for $10,000
03/21/12	1990	John Deere Grader	State Surplus	$16,000.00	Used	$200,000							$200,000	Sold 1976 670 for $13,000 cash
11/19/12	2003	Ford F350	State Surplus	$8,500.00	Used	$50,000		$50,000						Added to fleet
06/29/98	1997	Morbark Chipper	Peabody Equipment	$22,200.00	New	$40,000.00							$40,000	Added equipment
NA	2013	Plow/Dump Truck				$190,000	$190,000							Add to fleet
Equipment Totals				**$411,622.92**										
Projected Equipment Replacement						$1,028,475	$288,975	$135,000	$100,000	$50,000	$102,000	$202,000	$280,000	
Facility Maintenance CIP						**Scheduled 2012-2013**								
Town Office		Mold Abatement				**$15,000**								
		Dehumidifier & air conditioners				**$10,000**								
		Upgrade Town Hall standby generator		$10,000.00				$30,000						
Broadcast Studio														
District #2		New Diesel Pump and Card System					$26,000							
Projected Facilities Maintenance						$25,000	$26,000	$30,000						
Paving/Road Maintenance														
Annual Approp.							$500,000	$500,000	$500,000	$500,000	$500,000	$500,000	$500,000	Would eliminate need to bond for roads
		FUTURE PROJECTS												
Sand & Salt Bld		Upgrade	$400,000.00											
Town Office		Siding	$30,000.00											
		Carpeting	$10,000.00											
District #1		Close at time of addition to D2												
District #2		Pave Parking lot	$25,000.00											
		Addition to building	$200,000.00											

2013 CIP FIRE RESCUE Cover Letter

The Fire Rescue Departments CIP was dropped to 75,000 annually from 85,000 annually for the 2009-2010 budget to assist with the reduction in use of undesignated fund balance and budget control. We planned for and rehabbed apparatus to help this reduction be a success. These vehicles are now well beyond their life expectancy.

The current average age of our primary front line apparatus (engines and tankers) is over 13 years old. We have rehabbed two trucks to lengthen their useful lives. Engine 2, a 1990 GMC / Metalfab Pumper truck was rehabbed in 2007/2008 due to corrosion on the body, and pump plumbing issues.
Tank 2 a 1989 former over the road tractor with over 200,000 miles was re- built by Fouts' Bros. in 1996 into a tanker. This truck was rehabbed in 2006 due to tank rust and pump plumbing issues. Currently it will not pass a pump test due to a governor, and transmission issue.

We have been funding and keeping up with the Ambulance rotation and this year joined a regional bid with trade in plan, price cap. If this plan were employed we would replace a unit every three years at about $100,000 dollars with trade in vs. $158,000 and no trade in at the ten year mark. There are advantages to this plan: one that the rescue vehicles would always be under a warranty, two is the trade in value. This does not preclude us from sticking to the current 5 year rotation.

Replacement of vehicles which have been purchased from State Surplus have not been added into this CIP plan. Though these surplus vehicles have served us very well in the past, the states budget issues have caused the quality of the vehicles to be reduced and the availability of good vehicles to be less frequent. As we move forward we need a new approach to replacement and should explore used, and new vehicle options.

Deferring maintenance of our minimum fleet of standard equipment does not create a cost savings in the long term. The department's capital equipment consists of two engines, two tankers, two ambulances and two boats supplemented with a utility extrication truck with a pump and two service vehicles.

Funds to repair carpeting and siding at Public Safety have been included in the CIP to repair 12 year old carpet and siding. The siding integrity is compromised in many locations and in need of repair to prevent further damage. Over 20 windows, including garage door glass, have experienced seal failure, causing the glass to be obscured with what looks like dirt.

Roof Replacement to provide a metal roof product: This was originally cut from the project. This should be done when the bond reduces so as not to cause a spike in taxes.

Plans to replace stretchers for the rescues will be added to our CIP plan. Air/Hydraulic assist bariatric units will cost about 10,000 each. This saves us as the average cost of a simple back injury is on average 30,000 dollars.

Radio Tower: Included in the CIP is a request to provide a radio tower on land in a location which will improve our on scene operations and member safety. The current location and height creates a shadowing effect making it difficult to get radio from portables into the system.

Trailer and ATV:
The forestry truck will be combined and shared with Casco. With the decommissioning of the forestry truck, we will need to add equipment to our technical rescue and remote firefighting capabilities. The new ATV and trailer will be towed by Utility 5.

Thank You for your consideration of our concerns,
The leadership team of the Raymond Fire Rescue Department

RAYMOND FIRE RESCUE CIP NEEDS

Apparatus		Make / Year	Year Purchased	Purchased from:	Price Paid	Replacement Cost- Today	2013	2014	2015	2016	2017	2018	2019	Comments
Rescue 1		2004 Chevy 3500	2005	Autotronics-Demo	140,000	180,000		180,000				100,000		Contract w/PL for trade in
Rescue 2		2012 Ford 4500	2012	PL Custom	158,437	180,000				100,000				Contract w/PL for trade in
Engine 1		2004 E-1 Typhoon	2004	Emerg 1 Demo	375,000	600,000		20,000						Body Work needed corrision
Engine 2		1990 Chevy	1990	Metalfab/ Rehab in 2008	145,000	400,000			400,000					
Tank1		1997 International	1998	KME Demo	220,000	300,000					15,000			Body Work needed, inner tank replaced
Tank 2		1989 Freightliner	1996	Tractor Trailer- rehab 2004	117,392	300,000							300,000	Pump didn't pass pump test- 2012
Utility 7		2003 Ford 550	2003	Emerg 1 Pre built	112,813	160,000								
Forestry		1978 Ford 600	1995	State Surplus	Grant	200,000Est		Plan to take	out of Servic	e and Combi	ne w/ Casc			
Marine 1 20		27' Ambar 2 - 125 HP 2002	2007	State Surplus	14,132	250,000								Need replacement plan for engines
Marine 2		19" Whaler- 70 HP 1974	2006	State Surplus	600	25,000								
Service Truck 2		2005 Ford 150	2009	State Surplus	5500	28,000								
Unit 10		2008 Ford Expedition	2011	State Surplus	6800	40,000								
Utility 5		2000 Ford 250	2010	State Surplus	5200	38,000								
2004 Surrey Trlr		2004 Surry 30'	2004	Grant Federal	22,347	28,000 Est								
SCBA Fill Station		2009 Eagle Compresser	2009	Grant Federal	35,459	38,000Est								
Medium Rescue		Convert from R-1 in 2014						90,000						Convert from R-1 in 2014
Not included Grants for non CIP items IE Gear, SCBA, Radios, Forestry, Fire Prevention Insulation/energy.														
ATV w/ Trailer		Future Purchase				12,000								For forest fire use and land access
Apparatus Totals							**0.00**	**290,000**	**400,000**	**100,000**	**15,000**	**100,000**	**300,000**	
Facility Needs														
District #1		**Built in 2002**												
Roof Replacement										**25,000**	**25,000**			
General Upgrades- Floors, siding, windows, generator							10,000	10,000	10,000					
Driveway Repairs								45,000						Settling & buckling at doors
District #2		Remodel w/ heating & hot water systems		2012										
Radio Tower							**250,000**							Working plan- need land, tower built
Projected CIP Needs							260,000	345,000	410,000	125,000	40,000	100,000	300,000	1,580,000
Proposed CIP Plan														in 7 years - average of $228,000 per year
Current CIP Plan- $75,000	**per year**													
Future Needs to Plan														
Hydrant Line Extension														
Rural Water System														

2013-2014
County Tax
Acct # 2000

Total Appropriation Request -- $627,814

Sub-accounts

0110 County Tax Payment	*$627,814*

This year's proposed County tax amount is an increase of $38,705 over last year's amount of $589,109.

FY2013 COUNTY OF CUMBERLAND-

Final Valuation

The tax distribution schedule describes the amount of tax required from each municipality based on their equalized valuation to provide the revenue necessary for county operations. Previous year information is provided for comparison purposes. The tax calculation table at the bottom of the schedule shows the factors of expenditures revenues, and surplus used to calculate the amount of county property tax assessed on the real and personal property in each municipality.

The State of Maine Valuation for 2013 shows overall County increase of **Valuation Growth**

Tax Distribution Schedule

Town	State 2012 Valuation	2012 Tax	State 2013 Valuation	Val Change %	2013 Tax	Percent Tax Change
	-3.03%		-2.04%			
Baldwin	158,450,000	92,449	147,250,000	-7.1%	92,762	0.34%
Bridgton	984,500,000	574,406	968,850,000	-1.6%	610,333	6.25%
Brunswick	2,028,050,000	1,183,264	1,983,450,000	-2.2%	1,249,487	5.60%
Cape Elizabeth	1,710,750,000	998,136	1,685,400,000	-1.5%	1,061,728	6.37%
Casco	611,350,000	356,692	616,450,000	0.8%	388,337	8.87%
Chebeague Island	208,500,000	121,649	198,800,000	-4.7%	125,235	2.95%
Cumberland	1,068,500,000	623,416	1,056,700,000	-1.1%	665,675	6.78%
Falmouth	2,071,900,000	1,208,849	2,097,800,000	1.3%	1,321,522	9.32%
Freeport	1,425,350,000	831,619	1,362,450,000	-4.4%	858,284	3.21%
Frye Island	161,600,000	94,285	162,600,000	0.6%	102,431	8.64%
Gorham	1,445,250,000	843,230	1,409,850,000	-2.4%	888,144	5.33%
Gray	894,800,000	522,070	847,150,000	-5.3%	533,667	2.22%
Harpswell	1,908,650,000	1,113,601	1,791,200,000	-6.2%	1,128,378	1.33%
Harrison	505,500,000	294,934	491,550,000	-2.8%	309,655	4.99%
Long Island	145,400,000	84,834	142,250,000	-2.2%	89,611	5.63%
Naples	738,250,000	430,731	703,500,000	-4.7%	443,174	2.89%
New Gloucester	470,650,000	274,600	485,300,000	3.1%	305,718	11.33%
North Yarmouth	436,650,000	254,763	433,400,000	-0.7%	273,023	7.17%
Portland	7,659,250,000	4,468,784	7,552,150,000	-1.4%	4,757,524	6.46%
Pownal	184,550,000	107,676	184,350,000	-0.1%	116,132	7.85%
Raymond	1,009,700,000	589,109	996,600,000	-1.3%	627,814	6.57%
Scarborough	3,556,750,000	2,075,183	3,482,500,000	-2.1%	2,193,823	5.72%
Sebago	385,250,000	224,774	384,750,000	-0.1%	242,376	7.83%
South Portland	3,556,500,000	2,075,037	3,516,250,000	-1.1%	2,215,084	6.75%
Standish	1,046,900,000	610,813	1,001,000,000	-4.4%	630,586	3.24%
Westbrook	1,847,650,000	1,078,010	1,810,550,000	-2.0%	1,140,567	5.80%
Windham	1,792,250,000	1,045,687	1,751,900,000	-2.3%	1,103,620	5.54%
Yarmouth	1,484,100,000	865,897	1,426,850,000	-3.9%	898,853	3.81%
	39,497,000,000	23,044,497	38,690,850,000	-2.04%	24,373,544	5.77%

Tax Calculation	2010	2011	2012		2013	
Total Estimated Expenditures	32,782,570	33,036,480	33,401,366		34,833,918	
Total Estimated Revenues	(10,245,682)	(10,110,131)	(10,006,869)		(10,110,374)	
Designated Surplus	(350,000)	(350,000)	(350,000)		(350,000)	*Net Increase*
Tax Revenue Required	**22,186,888**	**22,576,349**	**23,044,497**		**24,373,544**	***5.77%***
	2010	***2011***	***2012***		***2013***	
Mil Rate	**0.0005404596**	**0.0005542936**	**0.0005834493**		**0.0006299563**	
Per $1,000	**0.540459603**	**0.5542936**	**0.5834493**		**0.629956282**	
Amount for $200,000 home	**$ 108.09**	**$ 110.86**	**$ 116.69**		**$ 125.99**	
Increase		***$ 2.77***	***$ 5.83***		***$ 9.30***	

TAX SCHEDULE

2013-2014
TIF District
Account #9595

Total Appropriation Request - $169, 996
Sub-accounts

0100 Raymond-Casco Historical Society ***$1,800***
requested $1800

0175 Infrastructure – Hydrant Rental ***$5,600***
Hydrants on waterline

0200 Waterline Extension Bond Payment ***$65,926***
Eleventh payment on 2002 Series F, 15-year, bond issued for $885,463. Principal- 59,031; interest- 6895
Debt will be retired FY 2017-2018.

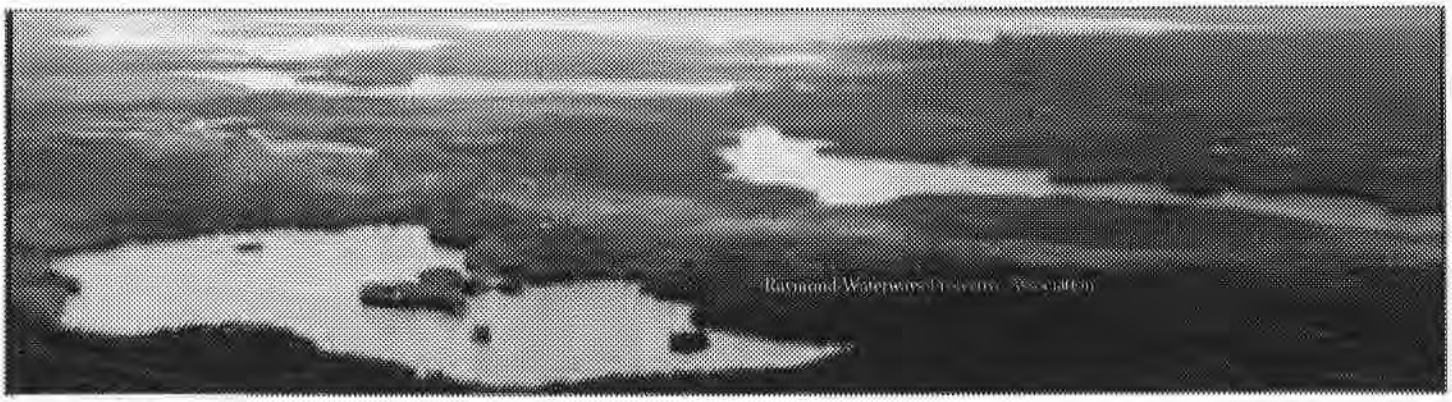
0300 Route 302 Bond Payment ***$45,119***
Eleventh payment on 2002 Series F, 15-year bond issued for $606,000. Principal- 40,400; interest- 4719
Debt will be retired FY 2017-2018.

0350 Street Flag Maintenance ***$1,000***
To replace worn flags and damaged poles/brackets.

0400 Route 302 Corridor ***$30,551***

Raymond Beach	$5,000
Includes ground maintenance, sign replacement, fence repair, portable toilets, dock installation and removal	
Panther Run Rest Area	$1,850
Includes mowing and portable toilets	
Decorative Street Lights	$4,500
Appropriating only for electric usage & maintenance	
Spring cleanup/mulching/weeding	$12,051
Mowing of corridor, including Raymond Beach	$3,000
Sidewalk plowing/sanding	$3,850
Beautification Committee funding	$300

1100 Raymond Waterways Protective Association ***$20,000***
Money to support prevention of invasive aquatic plant growth.
Increase needed to retrofit donated Diver Assisted Suction Harvester (DASH) boat.



2013

January 24, 2013

Executive Director
Betty Williams

Board of Directors

President
Ben Severn

Vice President
Gary Bucklin

Treasurer
Neil Jensen

Secretary
Connie Cross

Environmental Coordinator
Charlie Turner

Bob & Sue Chapin
Charlie Chapman
Debbie Baker
Woody Beach
Bev White
Nathan Kimball
Steve McCormick
Peggy Jensen

RWPA
P.O. Box 1243
Raymond, Maine
04071

Dear Don and Selectmen,

RWPA would like to thank the Town of Raymond for the generous contribution of $15,000 for each of the past six years. We have consciously kept our funding request constant. But now, we ask that you consider our request for at least a one year increase to a total of $20,000 as we mount our campaign to obtain increased funding from other sources. The principle reason for the increased funding request at this time is based upon the need to:

- Retrofit the donated 2nd Diver Assisted Suction Harvester (DASH) boat in order to implement a more aggressive and consistent management technique for invasive plant removal, which our experience shows is more effective. Sebago Lake's bays and coves are at the tipping point of permanently being consumed with invasive Variable Leaf Milfoil.

As you can see from our attached 2012 income and expense report, the first DASH boat alone increased our expenses by more than $20,000, which shows how critical the increased funding is to our budget now more than ever. This funding supports our efforts to protect and enhance the beauty of our shared lakes, ponds and rivers in Raymond through the following types of effort:

- The Courtesy Boat Inspector (CBI) program - inspection of watercraft for plants.

- The Diver-Assisted Suction Harvester (DASH) operation, removed over 2000 cubic feet of milfoil from the Raymond section of Sebago Lake and the Jordan River in 2012.

- Maine Volunteer Lake Plant Monitoring (VLMP), surveying lakes and ponds for invasive plant infestations. In 2013 we will again partner to host a plant identification workshop.

- Water Quality Monitoring, providing the data we need to track and report on the health of our waterways from year to year. This data tells us about the effectiveness of our program efforts.

We are dedicated to protecting and enhancing the beauty and health of Raymond's Waterways. The Town's continued generous support has played a key role in our successes to date.

Very sincerely,

Ben Severn

Ben Severn
President. RWPA

RWPA BUDGET WORKSHEET	2012
Income	
Donations	
Individuals	27,030.00
Town of Raymond	15,000.00
DEP/LEA Courtesy Boat Inspections	11,600.00
Lake Assoc. CBI Contributions	2,599.00
DEP/LEA Milfoil Plant Control	6,000.00
Maine Milfoil Initiative	1,667.00
Portland Water District	1,000.00
Total Income - Donations	**64,896.00**
Other	
Operational income-mulch	275.00
Total Income-Other	**275.00**
Total Income-Donations +Other	**65,171.00**
Expenses	
Administration	
Payroll	33,630.00
Office	751.00
Fees, registration	35.00
Accounting, legal	425.00
Postage, mailing	501.00
Insurance	744.00
Travel, meetings	69.00
Education	51.00
Dues, publications	117.00
Total Administration	**36,323.00**
Fund-raising	
Printing, copying	1,166.00
Mailing	716.00
Total fund-raising	**1,882.00**

RWPA BUDGET WORKSHEET	2012
Expenses Continued	
CBI	
Payroll	17,845.00
Supplies	88.00
Total CBI	**17,933.00**
Conservation	
Supplies	1,972.00
Total conservation	**1,972.00**
DASH / milfoil removal	
Payroll	15,777.00
Insurance	4,036.00
Equipment	227.00
Supplies	451.00
Repairs	609.00
Registration, licensing	171.00
Contract services	300.00
Total DASH	**21,571.00**
Education / outreach	
Printing, copying	3,595.00
Travel, meetings	50.00
Total education/outreach	**3,645.00**
Other invasive	
Education	60.00
Supplies	12.00
Total other invasive	**72.00**
Total expenses	**83,398.00**
Net income	**(18,227.00)**
Starting bank balance	**40,228.00**
Ending bank balance	**22,001.00**

The following pages are exhibits of information received from Gorham Savings Bank Senior Vice President, Dick Ranaghan, regarding the amortization schedules for a possible private-issue $2 million bond for roads, to be repaid over 10 years.

Also included are the unfinalized information and form language from the Town Attorney to be used in the warrant article for this bond, if approved.

Subject: Debt Amortization Schedules
From: Richard Ranaghan <rranaghan@gorhamsavingsbank.com>
Date: 2/12/2013 2:06 PM
To: "Don Willard (don.willard@raymondmaine.org)" <don.willard@raymondmaine.org>, Nancy Yates <nancy.yates@raymondmaine.org>

Don

Don

Good to speak with you today.

Attached are two schedules reflecting amortization of $2,000,000 over 10 years.

One schedule assumes no payments in upcoming FY14. The other provides for a six month interest payment in FY14 and then annual P&I.

As discussed, if the town wisshes to include all issuance costs in the bond issue, a reasonable number is $40,000 which covers bond counsel, financial advisor, paying agent, bond rating, and printing and electronic bidding services.

Any questions, please call anytime.

Dick Ranaghan

Senior VP

Gorham Savings Bank

207-222-1488

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Attachments:

Road Bond Schedules.pdf	483 KB

Dated: 7/1/2013
Delivered: 7/1/2013

Yearly Debt Service
Town of Raymond
Road Bond

No Calls

Fiscal Year	July 1 Principal	Coupon Rate	July 1 Interest	January 1 Interest	Yearly Debt Service	Outstanding Debt	Cusip #
2014	-	-	-	20,000.00	20,000.00	2,000,000.00	
2015	200,000.00	2.000	20,000.00	18,000.00	238,000.00	1,800,000.00	
2016	200,000.00	2.000	18,000.00	16,000.00	234,000.00	1,600,000.00	
2017	200,000.00	2.000	16,000.00	14,000.00	230,000.00	1,400,000.00	
2018	200,000.00	2.000	14,000.00	12,000.00	226,000.00	1,200,000.00	
2019	200,000.00	2.000	12,000.00	10,000.00	222,000.00	1,000,000.00	
2020	200,000.00	2.000	10,000.00	8,000.00	218,000.00	800,000.00	
2021	200,000.00	2.000	8,000.00	6,000.00	214,000.00	600,000.00	
2022	200,000.00	2.000	6,000.00	4,000.00	210,000.00	400,000.00	
2023	200,000.00	2.000	4,000.00	2,000.00	206,000.00	200,000.00	
2024	200,000.00	2.000	2,000.00	-	202,000.00	-	
	2,000,000.00		*110,000.00*	*110,000.00*	*2,220,000.00*		

True Interest Cost (TIC)	2.0000000	*Arbitrage Yield Limit (AYL)*	0.0000000
Net Interest Cost (NIC)	2.0000000	*Arbitrage Net Interest Cost (ANIC)*	0.0000000

ASSUMES 7/1/13 DEBT ISSUANCE
WITH 6 MONTH INTEREST PAYMENT
IN FY14 OF $20,000.

Dated: 7/1/2013
Delivered: 7/1/2013

Yearly Debt Service
Town of Raymond
Road Bond

No Calls

Fiscal Year	July 1 Principal	Coupon Rate	July 1 Interest	January 1 Interest	Yearly Debt Service	Outstanding Debt	Cusip #
2015	200,000.00	2.000	40,000.00	18,000.00	258,000.00	1,800,000.00	
2016	200,000.00	2.000	18,000.00	16,000.00	234,000.00	1,600,000.00	
2017	200,000.00	2.000	16,000.00	14,000.00	230,000.00	1,400,000.00	
2018	200,000.00	2.000	14,000.00	12,000.00	226,000.00	1,200,000.00	
2019	200,000.00	2.000	12,000.00	10,000.00	222,000.00	1,000,000.00	
2020	200,000.00	2.000	10,000.00	8,000.00	218,000.00	800,000.00	
2021	200,000.00	2.000	8,000.00	6,000.00	214,000.00	600,000.00	
2022	200,000.00	2.000	6,000.00	4,000.00	210,000.00	400,000.00	
2023	200,000.00	2.000	4,000.00	2,000.00	206,000.00	200,000.00	
2024	200,000.00	2.000	2,000.00	-	202,000.00	-	
	2,000,000.00		**130,000.00**	**90,000.00**	**2,220,000.00**		

True Interest Cost (TIC)	1.9980841	Arbitrage Yield Limit (AYL)	0.0000000
Net Interest Cost (NIC)	2.0000000	Arbitrage Net Interest Cost (ANIC)	0.0000000

ASSUMES 7/1/13 DEBT ISSUANCE
WITH NO ~~INTEREST PAY~~ PRINCIPAL PAYMENTS
OR INTEREST UNTIL FY15

Prepared by: Dick Ranaghan
Prepared on: 2/12/2013 10:44 14.90 Rpt 24e

:Mun-EaseMainDb
RAYMOND-2013-F13

Subject: RE: Debt Amortization Schedules
From: Shana Cook Mueller <smueller@bernsteinshur.com>
Date: 2/14/2013 1:24 PM
To: Don Willard <don.willard@raymondmaine.org>
CC: Nancy Yates <nancy.yates@raymondmaine.org>

Hi Don,

Attached please find a draft warrant article for the road projects as well as a declaration of official intent to be executed only after the town meeting approves the appropriation and borrowing.

I do need to talk with you and/or Nancy about the warrant article and in particular the financial statement, as there are blanks in the attached draft that you will need to complete before posting. We should also discuss whether you'd like to include some additional amount in the appropriation and borrowing amount for the cost of issuance.

In case we do not connect between now and the end of the day today, I will be traveling and attending a meeting tomorrow in Boston, so I will be hard to reach. If you need to reach me, however, please call my cell phone (752-6359).

Thank you,
Shana

Shana Cook Mueller
Attorney
smueller@bernsteinshur.com
207 228-7134 direct
207 774-1200 main

BERNSTEIN SHUR | Portland, ME | Augusta, ME | Manchester, NH | bernsteinshur.com
Member, Lex Mundi, the world's leading association of independent law firms.

Confidentiality notice: This message is intended only for the person to whom addressed in the text above and may contain privileged or confidential information. If you are not that person, any use of this message is prohibited. We request that you notify us by reply to this message, and then delete all copies of this message including any contained in your reply. Thank you.

IRS notice: Unless specifically indicated otherwise, any tax advice contained in this communication (including any attachments) as not intended or written to be used, and cannot be used, for the purpose of (a) avoiding tax-related penalties under the Internal Revenue Code, or (b) promoting, marketing, or recommending to another party any transaction or matter addressed herein.

-----Original Message-----
From: Don Willard [mailto:don.willard@raymondmaine.org]
Sent: Tuesday, February 12, 2013 2:56 PM
To: Richard Ranaghan
Cc: Nancy Yates; Shana Cook Mueller
Subject: Re: Debt Amortization Schedules

Thank you very much Dick. I also called Shana today to get the legal end of things rolling.

Don Willard
Town Manager
401 Webbs Mills Road
Raymond, Maine 04071
(207) 655-4742 x 131
(207) 650-9001
www.raymondmaine.org

On 2/12/2013 2:06 PM, Richard Ranaghan wrote:
> Don

Don

Good to speak with you today.

Attached are two schedules reflecting amortization of $2,000,000 over 10 years.

One schedule assumes no payments in upcoming FY14. The other provides for a six month interest payment in FY14 and then annual P&I.

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Any questions, please call anytime.

Dick Ranaghan

Senior VP

Gorham Savings Bank

207-222-1488

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Attachments:

Warrant Article - 2013 GOB Draft-2-12-13.doc (2).DOC	25.0 KB
DeclOfficialIntent-2-12-13.doc (2).DOC	27.5 KB

DECLARATION OF OFFICIAL INTENT

WHEREAS, the Town of Raymond, Maine (the "Issuer") currently intends to proceed with a road reconstruction and repaving program (the "Project");

WHEREAS, the Issuer intends to finance the cost of the Project through the issuance of tax exempt bonds (the "Obligation");

WHEREAS, the Issuer anticipates making certain expenditures with respect to the Project prior to the issuance of the Obligation;

WHEREAS, the Issuer intends to allocate certain proceeds of the Obligation to reimburse the Issuer for any such expenditures made with respect to the Project; and

WHEREAS, Treasury Regulation Section 1.150-2 requires that the Issuer declare its official intent to reimburse any expenditure with respect to the Project no later than sixty (60) days after the payment of such expenditures;

NOW THEREFORE, the Issuer does hereby declare its official intent as follows:

1. Declaration of Intent. This declaration is a Declaration of Official Intent under Treasury Regulation Section 1.150-2. The Issuer intends to reimburse any expenditure made on the Project with the proceeds of the Obligation. All expenditures to be reimbursed will be made prior to the date of the issuance of the Obligation.

2. Intention to Reimburse. On the date hereof, the Issuer reasonably expects to reimburse its expenditures made with respect to the Project from the proceeds of the Obligation.

3. General Description of Property to Which Reimbursement Relates. The following is a general functional description of the type of property for which the expenditures to be reimbursed are paid: See Exhibit A attached hereto.

4. Statement of Expected Debt. The maximum principal amount of debt expected to be issued for the Project is $2,000,000.

5. Identification of Source of Funds. Expenditures made on the Project shall be paid from the Issuer's general funds.

6. Public Availability of Official Intent. This Declaration of Official Intent shall be maintained as a public record of the Issuer and shall be maintained and otherwise supervised by the Clerk of the Issuer. This Declaration of Intent shall be continuously available for public inspection at the office of the Clerk during normal business hours of the Issuer until the date of the issuance of the Obligation.

BOND DEBT SERVICE

YEAR	ROAD CONST			F.D. EQUIP			P.S.B.			MMWAC			RTE 302			WATERLINE			YEARLY	BALANCE
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	PAYMENTS	
2000-2001											55,956	55,956							55,956	2,638,469
2001-2002										131,380	108,094	239,474							239,474	2,398,995
2002-2003								25,181	25,181	131,380	100,456	231,836		9,565	9,565		13,977	13,977	280,559	6,040,784
2003-2004							106,357	49,004	155,361	131,380	92,819	224,199	40,400	18,615	59,015	59,031	27,199	86,230	524,805	5,515,979
2004-2005		15,244	15,244		8,826	8,826	106,357	46,844	153,201	131,380	85,182	216,562	40,400	17,794	58,194	59,031	26,000	85,031	537,058	6,747,219
2005-2006	95,000	28,553	123,553	55,000	16,531	71,531	106,357	44,617	150,974	131,380	77,545	208,925	40,400	16,948	57,348	59,031	24,764	83,795	696,126	6,051,093
2006-2007	95,000	25,685	120,685	55,000	14,871	69,871	106,357	42,258	148,615	131,380	69,842	201,222	40,400	16,052	56,452	59,031	23,454	82,485	679,330	5,371,763
2007-2008	95,000	22,817	117,817	55,000	13,210	68,210	106,357	39,632	145,989	131,380	62,008	193,388	40,400	15,055	55,455	59,031	21,997	81,028	661,887	4,709,876
2008-2009	95,000	19,949	114,949	55,000	11,550	66,550	106,357	36,608	142,965	131,380	53,911	185,291	40,400	13,906	54,306	59,031	20,319	79,350	643,411	4,066,465
2009-2010	95,000	17,081	112,081	55,000	9,889	64,889	106,357	33,384	139,741	131,380	45,617	176,997	40,400	12,681	53,081	59,031	18,529	77,560	624,349	3,442,116
2010-2011	95,000	14,213	109,213	55,000	8,229	63,229	106,357	30,028	136,385	131,380	37,323	168,703	40,400	11,406	51,806	59,031	16,666	75,697	605,033	2,837,083
2011-2012	95,000	11,297	106,297	55,000	6,541	61,541	106,357	26,472	132,829	131,380	29,029	160,409	40,400	10,056	50,456	59,031	14,693	73,724	585,256	2,251,827
2012-2013	95,000	8,263	103,263	55,000	4,784	59,784	106,357	22,783	129,140	131,380	20,735	152,115	40,400	8,654	49,054	59,031	12,645	71,676	565,032	1,686,795
2013-2014	95,000	5,086	100,086✓	55,000	2,945	57,945✓	106,357	12,422	118,779✓	131,380	12,441	143,821✓	40,400	4,719	45,119✓	59,031	6,895	65,926✓	531,676	1,155,119
2014-2015	95,000	1,731	96,731	55,000	1,003	56,003	106,356	9,068	115,424	131,380	4,147	135,527	40,400	3,445	43,845	59,031	5,033	64,064	511,594	643,525
2015-2016							106,356	8,781	115,137			0	40,400	3,336	43,736	59,031	4,874	63,905	222,778	420,747
2016-2017							106,356	4,416	110,772				40,400	1,678	42,078	59,030	2,451	61,481	214,331	206,416
2017-2018							106,356	325	106,681				40,400	124	40,524	59,030	181	59,211	206,416	0
	950,000	169,919	1,119,919	550,000	98,379	648,379	1,595,351	431,823	2,027,174	1,839,320	855,105	2,694,425	606,000	164,034	770,034	885,463	239,677	1,125,140	8,385,071	

The following pages are exhibits of information received from Contract Assessor, Curt Lebel, indicating the impact of Governor Lepage's proposed budget changes on the Town of Raymond taxpayers.

	IMPACT OF GOV. LEPAGE'S PROPOSED BUDGET ON THE TOWN OF RAYMOND				
	Compiled by Curt Lebel, Contract Assessor				
	Proposed By Governor/Shift to and from Property Tax	Mil Rate Change	% Change	Tax $ change to Average Homestead @(282,600 av home value)	Notes
			Direct Revenue Changes		
Revenue Sharing	$205,000.00	$0.21	1.0%	$58.03	Shift to property tax from Rev Share loss
Excise Tax	$-	$-	0.0%	$-	Minimal change for Raymond
Homestead Reimb.	$33,688.50	$0.03	0.2%	$9.54	Shift to property tax from loss of reimbursment revenue
BETE Reimb.	$(36,466.24)	$(0.04)	-0.2%	$(10.32)	Shift off property tax from increased BETE reimbursement
Education	$-	$-			Need Data from SAD to estimate impact
Indirect Revenue Changes					
Overlay Reductions	$8,204.25	$0.01	0.0%	$2.32	Increase in property tax from mil rate rounding
TIF	$3,595.60	$0.00	0.0%	$1.02	Increase in property tax from mil rate effect on tif valuations
Property Tax Shift/Rate changes					
Effect of Homestead changes to mil rate	$(6,150,000.00)	$(0.07)	-0.6%	$91.33	This effects taxpayers losing the homestead only (-$19.67 for non homesteads). Using Census Data indicating approx 21% occupying homeowners over 65 Yrs
Effect of BETE/BETR to mil rate	$4,880,900.00	$0.06	0.5%	$15.61	Assumes maximum enrollment in BETE
Not Directly Municpal but Property Tax Related					
Circuit Breaker	Unknown	Unknown	Unknown	Unknown	Do not have Raymond Data at this time, however loose estimation of impact would likely be limited to 200+_ applications averaging $200 each
TOTAL	**$214,022.11**	**$0.20**	**1.0%**	**$167.52**	

IMPACT OF GOV. LEPAGE'S PROPOSED BUDGET ON RAYMOND TAXPAYERS – COMPILED BY CURT LEBEL, CONTRACT ASSESSOR

STATE BUDGET IMPACTS ON RAYMOND PROPERTIES WITH 282,600 VALUATION (AVE HOMESTEAD)

	Value	Exemption	Taxable Value	Rate	Tax
CURRENT HOMESTEADER <65 YRS OLD	$282,600.00	$10,000.00	$272,600.00	0.0111	$3,025.86
CURRENT HOMESTEADER <65 YRS OLD/PROP STATE BUDGET	$282,600.00	$-	$282,600.00	0.0113	$3,193.38
				Change	$167.52

	Value	Exemption	Taxable Value	Rate	Tax
CURRENT HOMESTEADER >65 YRS OLD	$282,600.00	$10,000.00	$272,600.00	0.0111	$3,025.86
CURRENT HOMESTEADER <65 YRS OLD/PROP STATE BUDGET	$282,600.00	$20,000.00	$262,600.00	0.0113	$2,967.38
				Change	$(58.48)

	Value	Exemption	Taxable Value	Rate	Tax
CURRENT NON HOMESTEADER	$282,600.00	$-	$282,600.00	0.0111	$3,136.86
CURRENT NON HOMESTEADER//PROP STATE BUDGET	$282,600.00	$-	$282,600.00	0.0113	$3,193.38
				Change	$56.52

Overall Property Tax Impact

2012 PROPERTY TAX ASSESSMENT	$11,082,311.04
2012 PROPERTY TAX ASSESSMENT /PROP STATE BUDGET	$11,296,333.15
Change	$214,022.11

Databases, Tables & Calculators by Subject

Change Output Options: From: 2002 To: 2012 GO

include graphs

More Formatting Options

Data extracted on: February 14, 2013 (5:12:16 PM)

Consumer Price Index - All Urban Consumers

Series Id: CUUR0100SA0
Not Seasonally Adjusted
Area: Northeast urban
Item: All items
Base Period: 1982-84=100

Download: .xls

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2002	184.9	186.1	187.0	187.8	187.7	187.8	188.3	189.3	189.5	189.9	190.1	189.6	188.2	186.9	189.5
2003	190.5	191.7	193.0	192.6	192.7	192.8	193.5	194.3	195.0	195.4	195.1	194.9	193.5	192.2	194.7
2004	195.9	196.8	198.6	199.4	199.9	201.1	201.0	201.0	201.2	202.5	202.6	201.9	200.2	198.6	201.7
2005	202.6	203.6	206.0	206.9	206.2	206.2	207.9	208.7	210.8	211.5	210.0	209.0	207.5	205.3	209.7
2006	211.0	211.6	212.8	214.7	215.7	216.7	217.5	218.1	216.3	215.2	214.8	215.2	215.0	213.8	216.2
2007	215.813	216.651	218.334	219.501	220.591	221.579	221.945	221.559	221.436	221.951	223.356	223.425	220.512	218.745	222.279
2008	224.325	225.213	226.926	228.133	230.089	232.649	234.545	233.788	232.841	230.837	227.236	225.091	229.306	227.889	230.723
2009	225.436	226.754	227.309	227.840	228.136	229.930	230.154	230.883	231.200	231.304	231.708	231.462	229.343	227.568	231.119
2010	232.294	232.382	233.188	233.615	234.130	233.834	233.885	234.150	234.027	234.671	235.094	235.141	233.868	233.241	234.495
2011	235.969	237.110	239.074	240.267	241.566	241.690	242.282	243.033	243.323	243.014	242.652	241.987	240.997	239.279	242.715
2012	242.879	243.850	245.125	245.850	245.709	245.201	244.984	246.252	247.409	247.564	247.097	246.456	245.698	244.769	246.627

12-Month Percent Change

Series Id: CUUR0100SA0
Not Seasonally Adjusted
Area: Northeast urban
Item: All items
Base Period: 1982-84=100

Download: .xls

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2002	1.5	1.8	1.8	2.0	1.7	1.3	1.8	2.3	2.4	2.6	2.8	2.9	2.1	1.7	2.5
2003	3.0	3.0	3.2	2.6	2.7	2.7	2.8	2.6	2.9	2.9	2.6	2.8	2.8	2.8	2.7
2004	2.8	2.7	2.9	3.5	3.7	4.3	3.9	3.4	3.2	3.6	3.8	3.6	3.5	3.3	3.6
2005	3.4	3.5	3.7	3.8	3.2	2.5	3.4	3.8	4.8	4.4	3.7	3.5	3.6	3.4	4.0
2006	4.1	3.9	3.3	3.8	4.6	5.1	4.6	4.5	2.6	1.7	2.3	3.0	3.6	4.1	3.1
2007	2.3	2.4	2.6	2.2	2.3	2.3	2.0	1.6	2.4	3.1	4.0	3.8	2.6	2.3	2.8
2008	3.9	4.0	3.9	3.9	4.3	5.0	5.7	5.5	5.2	4.0	1.7	0.7	4.0	4.2	3.8
2009	0.5	0.7	0.2	-0.1	-0.8	-1.2	-1.9	-1.2	-0.7	0.2	2.0	2.8	0.0	-0.1	0.2
2010	3.0	2.5	2.6	2.5	2.6	1.7	1.6	1.4	1.2	1.5	1.5	1.6	2.0	2.5	1.5
2011	1.6	2.0	2.5	2.8	3.2	3.4	3.6	3.8	4.0	3.6	3.2	2.9	3.0	2.6	3.5
2012	2.9	2.8	2.5	2.3	1.7	1.5	1.1	1.3	1.7	1.9	1.8	1.8	2.0	2.3	1.6

The following page is an exhibit of the personnel, fringe, and other costs involved in contracting with Cumberland County for one full-time Deputy Sheriff.

These costs are not included in the FY 2013-14 Budget, but are provided for discussion purposes, at the request of Chairman Sam Gifford.

Office of the Sheriff
Cumberland County
36 County Way
Portland, ME 04102-2755
(207) 774-1444

Kevin Joyce
Sheriff

Naldo Gagnon
Chief Deputy

Draft Contract 9/7/2012

Town of XXXXXXXXXXXXXXX

FROM 7/1/12 TO 6/30/13

PERSONNEL COSTS:					
			SALARY *Low End*	SALARY *High End*	
	0	Hourly rate	$ 19.66	$ 23.89	
ONE FULL TIME DEPUTY			$40,892.80	$49,691.20	
2013 COLA 2%			$408.93	$496.91	
	TOTAL SALARY		*$41,301.73*	*$50,188.11*	
COMPENSATION TIME (@ 1.5)					
HOURS:	120 VACATION		$3,538.80	$4,300.20	
	110 HOLIDAYS		$3,243.90	$3,941.85	
	20 PERSONAL		$589.80	$716.70	
	120 SICK		$3,538.80	$4,300.20	
	370 TOTAL COMP TIME		$10,911.30	$13,258.95	
	TOTAL PAYROLL DOLLARS:		*$52,213.03*	*$63,447.06*	
FRINGE BENEFIT COSTS:					
	SOCIAL SECURITY=.0765		$3,994.30	$4,853.70	
	WORKERS COMP=.0254		$1,326.21	$1,611.56	
	MAINEPERS RETIREMENT		$2,690.43	$3,269.30	
	HOSPITALIZATION	Single	$5,595.00	$17,985.00	Family
No MSR	***TOTAL BENEFIT DOLLARS:***		*$13,605.94*	*$27,719.55*	
OTHER FIXED COSTS					
	CONTRACT SUPERVISION AT 3%		$1,566.39	$1,903.41	
	VEHICLE INSURANCE		$500.00	$500.00	
	PROFESSIONAL LIABILITY FOR DEPUTY		$520.00	$520.00	
	TOTAL OTHER FIXED COSTS		*$2,586.39*	*$2,923.41*	
OPERATIONAL COSTS:					
	UNIFORMS start up costs for new deputy		$6,961.00	$6,961.00	
	Air Card (ATTWireless: $46x12)		$552.00	$552.00	
	FUEL,OIL TIRES FOR VEHICLE 2500 X $3.80 + $400 Tires		$9,900.00	$9,900.00	
	MAINTENANCE VEHICLE		$400.00	$401.00	
	TOTAL OPERATIONAL COSTS:		*$17,813.00*	*$17,814.00*	
CAPITAL IMPROVEMENTS:					
	NEW VEHICLE		$28,000.00	$28,000.00	
	EQUIPMENT (start up cost to fit-up cruiser)		$18,000.00	$18,000.00	
	TOTAL CAPITAL IMPROVEMENTS:		*$46,000.00*	*$46,000.00*	
TOTAL FULL TIME PATROL CONTRACT WITH COUNTY: Year #1			*$132,218.36*	*$157,904.03*	

NOTE: AFTER YEAR #1 THE START UP COST DROP BY