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BOARD OF SELECTMEN AGENDA

July 30, 2013 7:00 p.m. Broadcast Studio

SELECTMEN'S MEETING

- 1) Call to order.
- 2) Minutes of previous meeting dated:
 - June 18, 2013
- 3) Public Hearing
 - a) Consideration and Approval of Annual Revised MMA DHHS General Assistance Ordinance Appendices
 - · Appendices A
 - Appendices B-E
- 4) New Business.
 - a) Consideration and Discussion of Issuing Bonds for Capital Improvement Road Construction Work Approved at 2013 Annual Town Meeting- Richard Ranaghan, Senior Vice President Public Finance Gorham Savings Bank
 - b) Consideration of Appointing Mark Gendron as MWAC Representative-Board of Selectmen
 - c) Consideration of Auditor Engagement Letter with Smith & Associates- Board of Selectmen
 - d) Consideration of Dedication and Memorial Pages for 2012-13 Annual Town Report as Submitted by Louise Lester, Town Clerk
 - e) Consideration of Quit Claim Deeds as submitted by Deputy Tax Collector Sue Carr
 - Dana Cobb (C1274R) o Cobb Road (12/64)
 - Tina Richardson, et al. (R6007R), 38 Main St. (050/014)
 - f) Tax Acquired Property Update as Submitted by Sue Carr, Deputy Tax Collector
 - g) Discussion of Effect of Approved State Budget on Municipal Budget- Board of Selectmen
 - h) Executive Session pursuant to 1 MRSA § 405(6)(C): Land Acquisition Discussion with Town Manager and Fire Chief
- **5) Public Comment** This agenda item is for the public to bring attention to any issues and concerns for future Board of Selectmen meetings.
- 6) Town Manager Report and Communications.
 - a) Confirm date for next regular meeting:
 - September 10, 2013
- 7) Fiscal Warrants July 30, 2013
 - Payroll Expense Summary Warrant
 - Treasurer's Warrant
- 8) Adjournment.

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



BOARD OF SELECTMEN AGENDA

July 30, 2013 7:00 p.m. Broadcast Studio

SELECTMEN'S MEETING

- 1) Call to order.
- 2) Minutes of previous meeting dated:
 - June 18, 2013
- 3) Public Hearing
 - a) Consideration and Approval of Annual Revised MMA DHHS General Assistance Ordinance Appendices
 - Appendices A
 - Appendices B-E

This is an annual requirement from the Maine Department of Human Services to bring the Raymond General Assistance Ordinance into compliance with Maine Law, Title 22 M.R.S.A. §4305 (4), related to levels of financial assistance and eligibility. The town annually adopts the Maine Municipal Association Model Ordinance General Assistance Appendices A & B—E which cover the period of July 1, 2013 through July 1, 2014. The Selectmen are holding the public hearing to allow for general comment about the changes contained in the appendices.

Staff is recommending, as in prior years, that the Selectmen adopt the model appendices developed by the Maine Municipal Association and approved by DHHS using local area survey data to establish the cost of basic necessities for Raymond within the Cumberland County metropolitan area.

4) New Business.

a) Consideration and Discussion of Issuing Bonds for Capital Improvement Road Construction Work Approved at 2013 Annual Town Meeting- Richard Ranaghan, Senior Vice President Public Finance Gorham Savings Bank

Richard Ranaghan, Senior Vice President of Public Finance for Gorham Savings Bank, will be presenting bonding options for the \$2 million road improvement work that was approved at the 2013 Annual Town Meeting. These options are outlined in his memo (attached to the ePacket). Mr. Ranaghan will be available for discussion and questions from the Selectmen.

b) Consideration of Appointing Mark Gendron as MWAC Representative-Board of Selectmen

Recently, the Town Manager was appointed by the Selectmen as the town's MWAC representative. Subsequently, former Selectman and MWAC representative, Mark Gendron, volunteered to take over this role and attend the monthly meetings. The Town Manager should be appointed as an alternate, should this change be approved.

c) Consideration of Auditor Engagement Letter with Smith & Associates- Board of Selectmen

Per Title 30-A MRSA § 5823 (attached to the ePacket), each municipality must have an annual post-audit made of its accounts covering the last complete fiscal year by the Maine Department of Audit or by a qualified public accountant elected by ballot or engaged by its municipal officers.

Smith & Associates, CPA's of Yarmouth, ME have performed the audit for the Town of Raymond for a

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Board of Selectmen Agenda: July 30, 2013 Page 1 of 3

number of years. An engagement letter confirming that this firm will audit the Town of Raymond's financial statements for the fiscal year ending June 30, 2013 is attached for approval and signature of the Chair of the Board of Selectmen, as required under law.

d) Consideration of Dedication and Memorial Pages for 2012-13 Annual Town Report as Submitted by Louise Lester, Town Clerk

Per the Town Report Memorial Policy (attached to the ePacket) the Town Clerk has prepared a list of citizens who have passed away in the last fiscal year for the Selectmen to consider regarding a possible memorial page in the 2012-13 Town Report. There is also information about individuals in the community, who have made significant contributions to the town for possible Town Report dedication. Ms. Lester will not be attending the meeting but her recommendation is in her memo attached to the ePacket.

- e) Consideration of Quit Claim Deeds as submitted by Deputy Tax Collector Sue Carr
 - Dana Cobb (C1274R) o Cobb Road (12/64)
 - Tina Richardson, et al. (R6007R), 38 Main St. (050/014)

Deputy Tax Collector Sue Carr has prepared Quit Claim Deeds for the above properties. All back taxes, interest and lien costs have now been paid in full for both properties.

f) Tax Acquired Property Update as Submitted by Sue Carr, Deputy Tax Collector

Deputy Tax Collector Sue Carr has submitted a list of the 2013 Tax Acquired Properties and the status of existing properties. The top portion of the summary are properties that are currently fulfilling payment plans. It is noted that there are certain plans that have been notified that they will require an increase because they are not sufficient to pay back taxes in accordance with the Tax Acquired Property Policy, which is attached to the ePacket. The bottom portion of the summary are those that do not have payment arrangements but those that are below \$1,000 are making irregular payments when able.

The town has already acquired the following properties:

- 030/003 (1.00 ac), o Haskell Ave
- 030/016 (1.75 ac), o Haskell Ave
- 031/003 (1.05 ac), 0 Bond Street
- 033/011 (0.32 ac, o Cobb Road (Unbuildbable lot)
- 041/050 (0.12 ac), 0 Boulder Road

There has been interest by the Raymond Conservation Commission in 030/016 in retaining, but staff is currently waiting on a legal review of Right-of-Way issues. There has been interest expressed in purchasing 033/011 and 041/050 from the Town by abutters. Staff is looking for direction from the Select Board

g) Discussion of Effect of Approved State Budget on Municipal Budget-Board of Selectmen

Recently, the Maine State budget was passed which included a reduction to municipal revenue sharing. These cuts could result in a potential shortfall in the Raymond municipal budget of approximately \$77,469.76. Finance Director Nancy Yates has submitted a summary of the 2014 projected Municipal Revenue Sharing ((attached to the ePacket)) and noted the effects of the LD1509

(available here http://www.mainelegislature.org/legis/bills/display_ps.asp?LD=1509&snum=126) which passed on June 26, 2013.

- h) Executive Session pursuant to 1 MRSA § 405(6)(C): Land Acquisition Discussion with Town Manager and Fire Chief
- **5) Public Comment** This agenda item is for the public to bring attention to any issues and concerns for future Board of Selectmen meetings.
- 6) Town Manager Report and Communications.
 - a) Confirm date for next regular meeting:

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

Board of Selectmen Agenda: July 30, 2013

- September 10, 2013 7) Fiscal Warrants July 30, 2013
 - **Payroll Expense Summary Warrant**
 - **Treasurer's Warrant**
- 8) Adjournment.

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GENERAL ASSISTANCE ORDINANCE APPENDICES A 2013-2014

The Municipality of Ray	adopts the MMA
//	/
Model Ordinance GA Append	dices A for the period of July 1, 2013 —
June 30, 2014. These appear	ndices are filed with the Department of
Health and Human Services	(DHHS) in compliance with Title 22
M.R.S.A. §4305(4).	
•	
Signed the(day) of	(month) (year)
by the municipal officers:	
(Print Name)	(Signature)

Appendix A Effective: 07/01/13-06/30/14

GA Overall Maximums

Metropolitan Areas

Persons in Household

		rsons in Ho	usenoiu		
COUNTY	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	579	669	845	1,061	1,223
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	576	576	690	874	1,056
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	529	626	818	1,031	1,094
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	750	888	1,148	1,444	1,546
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	936	939	1,123	1,635	1,779
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	623	731	941	1,244	1,483

COUNTY	1	2	3	4	5*
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	742	742	887	1,117	1,533
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	678	704	891	1,191	1,233

^{*}Note: Add \$68 for each additional person.

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	506	539	644	840	929
Franklin County	555	585	711	856	1,217
Hancock County	594	683	842	1,116	1,146
Kennebec County	507	587	750	952	1,015
Knox County	698	709	865	1,110	1,259
Lincoln County	649	717	904	1,126	1,208
Oxford County	543	602	726	979	1,268
Piscataquis County	564	641	791	1,004	1,073
Somerset County	573	600	715	972	988
Waldo County	633	677	815	1,014	1,078
Washington County	544	585	697	863	1,045

^{*} Please Note: Add \$68 for each additional person.

GENERAL ASSISTANCE ORDINANCE APPENDICES B -E 2013-2014

The Municipality of Raymon	adopts the MMA
//	ces B - E for the period of October 1
2013 — September 30, 2014.	These appendices are filed with the
	an Services (DHHS) in compliance with
Title 22 M.R.S.A. §4305(4).	
Signed the(day) of by the municipal officers:	(month) (year)
(Print Name)	(Signature)

Appendix B
Effective: 10/01/13 to 09/30/14

Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. Through October 1, 2013, those amounts are:

Number in Household	imber in Household Weekly Maximum	
1	46.51	200
2	85.35	367
3	122.33	526
4	155.35	668
5	184.42	793
6	221.40	952
7	244.65	1,052
8	279.53	1,202

Note: For each additional person add \$150 per month.

Effective: 10/01/13-10/01/14

GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should ONLY consider adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (See Instruction Memo for further guidance.)

Non-Metropolitan FMR Areas

Aroostook County	Uni	<u>heated</u>	He	eated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	82	353	106	455
	82-	353	107	460
2	93	401	130	558
3	120	514	166	714
4	124	535	181	777
Franklin County	Unl	neated	He	ated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	95	408	117	505
1	97	418	121	520
2	114	491	144	620
3	135	579	181	779
4	206	887	263	1,129
Hancock County	Unh	neated	He	ated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	105	451	124	533
	117	503	140	602
2	145	622	180	775
3	197	845	240	1,031
4	197	845	241	1,035
Kennebec County	Unh	eated	He	ated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	83	359	106	454
1	94	404	123	527
2	123	529	159	682
3	159	685	200	862
4	159	682	212	911

Appendix C Effective: 10/01/13-10/01/14

Non-Metropolitan FMR Areas

Knox County	Un	heated	He	eated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	128	552	150	647
1	128	552	150	643
2	150	645	186	798
3	197	846	240	1,032
4	209	899	252	1,083
Lincoln County	Un	heated	Ц	eated
Bedrooms	Weekly	Monthly	The second secon	
Deciroonis 0	119	513	Weekly	Monthly
	124		132	568
2		535	145	622
	159	684	195	837
3	200	862	244	1,048
4	207	889	260	1,118
Oxford County	Unl	neated	He	ated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	89	382	114	490
	101	434	120	516
2	113	487	153	657
3	161	693	209	900
4	216	928	274	1,179
Piscataquis County	Unk	reated		040 d
Bedrooms	Weekly			ated
0	96	Monthly	Weekly	Monthly
1		413	111	479
	103	441	125	539
2 3	123	527	154	663
A STATE OF THE REAL PROPERTY OF THE PARTY OF	157	675	196	844
4.5.0 4.5.0 4.5.0	157	675	205	881
Somerset County		eated	Hea	ated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	94	405	122	523
	94	405	126	542
2	107	459	151	650
3	164	703	209	899
4	164	703	209	899

Appendix C Effective: 10/01/13-10/01/14

Non-Metropolitan FMR Areas

Waldo County	Unheated He		ated	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	116	497	128	552
1	119	510	136	583
2	139	597	162	698
3	664		217	935
4	174	749	230	987
	176	758		
Washington County	Unhe	ated	He	ated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	93	402	108	463
1	95	410	118	507
2	108	465	141	607
3	134	575	182	782
4	163	703	222	954

Metropolitan FMR Areas

Bangor HMFA	Unh	eated	He	ated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	100	432	123	527
	113	487	142	610
2	145	625	181	778
3	183	789	227	975
4	210	904	263	1,133
D 1 1 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		- Allelia		
Penobscot County HMFA		<u>eated</u>	<u>He</u>	<u>ated</u>
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	99	424	114	491
1	99	424	114	491
2	100	429	131	565
3	136	587	172	741
4	155	668	214	919
Lewiston/Auburn MSA	Unh	eated	Но	ated
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	89	381	111	476 412
1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	103	445	132	566
2	139	597	174	750
3	178	766	221	
4				952
	180	774	233	1,003

Appendix C Effective: 10/01/13-10/01/14

Metropolitan FMR Areas

Raymond is no this	
area 15ee - \	
Appendix A)	

Portland HMFA		Inheated	Hea	ited
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	142	611	154	666
1	166	715	183	788
2	214	922	238	1023
3	271	1165	300	1292
4	274	1180	318	1367
	271	1100	310	1507
York/Kittery/S. Berwick			THE RESERVE OF THE PARTY OF THE	200 1 Bar 10
HMFA	The second of	nheated	Hea	ted
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	170	729	182	784
	671	12)	182	784
$\dot{\hat{2}}$	170	729	221	949
$\frac{1}{3}$	191	823	318	
4	289	1241		1368
	300		343	1473
122 10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	300	1289		
Cumberland County HMFA	U HALL U	nheated	Hea	ted
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	111	479	124	534
	131	563	148	636
2	167	720	119	821
3	228	982	259	1115
4	271	1167	308	1326
Sognadahaa County IIIMEA				
Sagadahoc County HMFA Bedrooms		nheated	Hea Hea	
0	Weekly	Monthly	Weekly	Monthly
	140	603	153	658
	140	603	153	658
2	155	667	179	768
3	186	798	228	976
4	271	1167	314	1351
ork County HMFA		nheated	Heat	ted
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	126	541	139	596
	126	541	147	633
2	156	672	188	
3	216	928		810
4	216		259	1,114
The second secon	210	928	266	1,143

APPENDIX D - UTILITIES

ELECTRIC

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is *not automatically* entitled to the "maximums" established—applicants must demonstrate need.

1) Electricity Maximums for Households <u>Without</u> Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

Number in Household	Weekly	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.20	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00
NOTE: For each additional person	add \$7.50 per month.	

2) Electricity Maximums for Households <u>With</u> Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$19.10	\$82.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00
NOTE: For each additional persor	add \$10.00 per month.	

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	Month	Gallons
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00
NOTE: For each additional perso	n add \$1.25 per week or \$5.00	per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

Number of Children	Weekly Amount	Monthly Amount
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

22 §4305. MUNICIPAL ORDINANCE REQUIRED

22 §4305. MUNICIPAL ORDINANCE REQUIRED

1. **Program required; ordinance.** A general assistance program shall be operated by each municipality and shall be administered in accordance with an ordinance enacted, after notice and hearing, by the municipal officers of each municipality.

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[ 1983, c. 577, §1 (NEW) .]
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2. Availability of ordinance. The ordinance and a copy of this chapter must be available in the town office and be easily accessible to any member of the public. Notice to that effect must be posted. A copy of this chapter must be distributed by the department to each municipality.

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[ 1991, c. 209, §2 (AMD) .]
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- **3**. **Standards of eligibility.** Municipalities may establish standards of eligibility, in addition to need, as provided in this chapter. Each ordinance shall establish standards which shall:
 - A. Govern the determination of eligibility of persons applying for relief and the amount of assistance to be provided to eligible persons; [1983, c. 577, §1 (NEW).]
 - B. Provide that all individuals wishing to make application for relief shall have the opportunity to do so; and [1983, c. 577, §1 (NEW).]
 - C. Provide that relief shall be furnished or denied to all eligible applicants within 24 hours of the date of submission of an application. [1983, c. 577, §1 (NEW).]

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[ 1983, c. 577, §1 (NEW) .]
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3-A. Maximum levels of assistance. Municipalities may establish maximum levels of assistance by ordinance. The maximum levels of assistance must set reasonable and adequate standards sufficient to maintain health and decency. A maximum level of assistance established by municipal ordinance is subject to a review by the department, upon complaint, to ensure compliance with this chapter.

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[ 1993, c. 410, Pt. AAA, §2 (AMD) .]
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3-B. Temporary maximum levels. Notwithstanding subsection 3-A, municipalities shall establish an aggregate maximum level of assistance that is 110% of the applicable existing housing fair market rents as established by the United States Department of Housing and Urban Development pursuant to 24 Code of Federal Regulations, Section 888.115, applying the zero-bedroom level for one person, the one-bedroom level for 2 persons, the 2-bedroom level for 3 persons, the 3-bedroom level for 4 persons and the 4-bedroom level for 5 persons. For each additional person, the aggregate maximum level increases by \$75. For the purposes of this subsection, municipalities with populations greater than 10,000 are deemed Standard Metropolitan Statistical Areas in those counties for which there are 2 fair market rent values and the aggregate maximum level of assistance for all Standard Metropolitan Statistical Areas is the average of the fair market rental values for the Standard Metropolitan Statistical Areas and areas that are not Standard Metropolitan Statistical Areas for each county in which there are 2 fair market rental values.

Beginning October 2005 and annually thereafter, the aggregate maximum level of assistance must be established at the greater of 110% of the fair market rents as determined in this subsection and the amount achieved by annually increasing the most recent aggregate maximum level of assistance by the percentage increase in the federal poverty level of the current year over the federal poverty level of the prior year.

For the purposes of this subsection, "federal poverty level" means that measure defined by the federal Department of Health and Human Services and updated annually in the Federal Register under authority of 42 United States Code, Section 9902(2).

```
[ 2005, c. 231, §1 (AMD) .]
```

3-C. Maximum level of assistance from July 1, 2012 to June 30, 2013. Notwithstanding subsection 3-A or 3-B, for the period from July 1, 2012 to June 30, 2013, the maximum level of assistance is 90% of the maximum level of assistance in effect on April 1, 2012.

```
[ 2011, c. 655, Pt. R, §1 (NEW) .]
```

4. Ordinance filed. Each municipality shall present a copy of the ordinance establishing eligibility standards, maximum levels of assistance, administration and appeal procedures to the Department of Health and Human Services. The ordinance filed must include all forms and notices, including the application form, notice of decision and appeal rights. Any amendment or modification of the municipal ordinance must be submitted to the department.

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[ 1993, c. 410, Pt. AAA, §4 (AMD); 2003, c. 689, Pt. B, §6 (REV) .]
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5. Review of ordinance.

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[ 1993, c. 410, Pt. AAA, §5 (RP) .]
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6. Assistance by vouchers or contract. Except when determined impractical by the administrator for good cause shown, assistance is provided in the form of a voucher payable to vendor or vendors or through direct municipal contract with a provider of goods or services.

```
[ 1991, c. 209, §3 (NEW); 1991, c. 209, §4 (AFF) .]

SECTION HISTORY

1983, c. 577, §1 (NEW). 1985, c. 489, §§3,4,14 (AMD). 1991, c. 9, §U4 (AMD). 1991, c. 209, §§2,3 (AMD). 1991, c. 209, §4 (AFF). 1991, c. 622, §M23 (AMD). 1991, c. 780, §III (AMD). 1993, c. 410, §§AAA2-5 (AMD). 2003, c. 689, §B6 (REV). 2005, c. 231, §1 (AMD). 2011, c. 655, Pt. R, §1 (AMD).
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Subject: Bond Issue

From: Richard Ranaghan < rranaghan@gorhamsavingsbank.com>

Date: 6/24/2013 1:47 PM

To: "Don Willard (don.willard@raymondmaine.org)" <don.willard@raymondmaine.org>, Nancy Yates <nancy.yates@raymondmaine.org>

Don/Nancy

It was a pleasure meeting with both of you last week to discuss the process of issuing the bonds for the road reconstruction project.

As requested, this memorandum lays out the options the Town has to issue the debt and have funds available to pay for the project's costs.

WAIT UNTIL NEXT YEAR WHEN THE PROJECT WILL IS SLATED TO BE DONE

We can wait until next spring and issue the bonds and we will get whatever interest rate the market bids at that time. Rates have been at all time lows and recently have bumped up as a result of recent FED actions. Rates could go back down, but the information I read suggests that we may have seen the bottom and look for rates to rise.

ISSUE NOW AND BANK THE PROCEEDS UNTIL THE SPRING

We know what the market is now, rates are still attractive, but up somewhat from the all time lows. The Bonds would close about mid to late September and the Town would invest the proceeds until needed next building season.

We can structure the issue so there is no interest due until FY15; therefore, no impact to the upcoming FY14 budget.

It is my recommendation that we begin the process now, and take what the market offers us now-the "bird in the hand" approach, and have funds available for the project next spring/summer.

Let me know if you anything further at this time.

Thanks again,

Dick

Richard J. Ranaghan, Senior Vice President Public Finance Gorham Savings Bank 63 Marginal Way Portland, ME 04101

Tel 207-222-1488 Cell 207-632-2893

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— Attachments:	_	Α	tta	ch	me	nts:	
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winmail.dat

8.0 KB

Smith & Associates, CPAs

A Professional Association

500 US Route One, Suite 203 • Yarmouth, Maine 04096 Ph (207) 846-8881 • Fax (207) 846-8882 www.smithassociatescpa.com

July 19, 2013

TOWN OF RAYMOND

Attn: Sam Gifford, Chairman of the Board of Selectmen 401 Webbs Mills Road Raymond, ME 04071

We are pleased to confirm our acceptance and understanding of the terms and objectives of our engagement and the nature and limitations of the services that Smith & Associates will provide the Town of Raymond for the year ended June 30, 2013.

Scope and Objective of the Audit

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of the Town of Raymond as of and for the year ended June 30, 2013. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany the Town of Raymond's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

Management has chosen not to include the following RSI as required by generally accepted accounting principles, and such items will not be subjected to limited procedures or audit:

Management's Discussion and Analysis

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions.

Responsibilities of Auditor

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Responsibilities of Auditor (Continued)

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by the Town's management, as well as evaluating the overall presentation of the financial statements.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements; however, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditor's is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

In addition, we will provide the Town with the following nonattest services:

• Prepare the financial statements based on information in the trial balance and other relevant information that is provided by, and is the responsibility of, management.

Our professional standards require that we remain independent with respect to our audit clients, including those situations when we also provide nonattest services, such as those identified above. As a result, you accept the responsibilities set forth below related to our performance of nonattest service as a part of this engagement:

- Assume all management responsibilities.
- Oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience.
- Evaluate the adequacy and results of the services performed.
- Accept responsibility for the results of the services.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee our assistance with the preparation of your financial statements and related notes and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management Responsibilities (Continued)

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Town of Raymond and the respective changes in financial position and where applicable, cash flows, in conformity with U.S. generally accepted accounting principles. You are also providing us with (a) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statement, (b) additional information that we may request for the purpose of the audit, and (c) unrestricted access to person within the Town from whom we determine it necessary to obtain evidence.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements.

You are also responsible for informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others.

In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

As part of our audit process, we will request from management and those charged with governance, written confirmation concerning representation made to use in connection with the audit. Management's and those charged with governance failure to provide representations to our satisfaction will preclude us from issuing our audit report.

Time Limitations

Because there are inherent difficulties in recalling or preserving information as the period after the engagement increases, you agree that notwithstanding the statute of limitations of the State of Maine, any claim based on this engagement must be commenced within 24 months after performance of our service, unless you have previously provided us with a written notice of a specific defect in our services that form the basis of a claim.

Loss Limitation and Indemnification

During the course of our engagement, we will request information and explanations from management regarding the company's operations, internal controls, future plan, specific transactions, and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written representation letter. The procedures we will perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. Accordingly, false representations could cause us to expend unnecessary efforts or could cause a material error or a fraud to go undetected by our procedures.

Loss Limitation and Indemnification (Continued)

In view of the foregoing, you agree that we shall not be responsible for any misstatements in the company's financial statements that we may fail to detect as a result of false or misleading representations that are made to us by management.

If we incur legal fees as a result of our reliance on any false representation by you, you agree to reimburse us for all our legal fees and related costs of defense.

There is the risk that potential errors and fraud can occur that can result in damages that may be several times the amount of our audit fees. In order to induce us to accept this engagement, you hereby agree that our liability for any negligence, errors, or omissions committed by us will be limited to five (5) times the amount of our audit fees, provided such negligence, errors, or omissions are not a result of our failure to perform the audit in accordance with professional standards, in all material respects.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town of Raymond's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing. In addition, we anticipate they will help us through the timely preparation of analyses and schedules.

We expect to begin our audit on September 4, 2013, and to issue our reports within a reasonable amount of time. Wayne C. Smith is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc). We will do everything in our control to mimimize the cost of these services.

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees may be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report.

You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you before we incur the additional costs.

Reporting

We will issue a written report upon the completion of our audit of the Town's financial statements. Our report will be addressed to the Board of Selectmen, Town Manager and those charged with management. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the audit engagement. If our opinion is modified, then we will discuss the reasons with you in advance. If, for any reason we are unable to complete the audit of your financial statements, we will not issue a report on such statements as result of this engagement.

We appreciate the opportunity to be of service to the Town of Raymond and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly your:	s,		
Smith	& Ass	ocial	tes

SMITH & ASSOCIATES, CPAs

A Professional Association

Respons	e: This letter correctly sets forth the understanding of the Town of Raymond.
By:	
	Chairman of Board of Selectmen

Date: July 19, 2013



CERTIFIED PUBLIC ACCOUNTANTS

608 Chestnut Street • Mauchester, New Hampshire 03104 (603) 622-7070 • Fax: (603) 622-1452 • www.vachonclukay.com

System Review Report

December 19, 2012

To the Principal of Smith & Associates, CPAs and the Peer Review Committee of New England Peer Review:

We have reviewed the system of quality control for the accounting and auditing practice of Smith & Associates, CPAs (the firm) in effect for the year ended June 30, 2012 Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under Government Auditing Standards.

In our opinion, the system of quality control for the accounting and auditing practice of Smith & Associates, CPAs in effect for the year ended June 30, 2012, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency (ies) or fail. Smith & Associates, CPAs has received a peer review rating of pass.

Vachon Clukay & Company PC

30-A §5823. ANNUAL POSTAUDIT

30-A §5823. ANNUAL POSTAUDIT

Each municipality and quasi-municipal corporation shall have an annual postaudit made of its accounts covering the last complete fiscal year by the Department of Audit or by a qualified public accountant elected by ballot or engaged by its officers. The officers shall notify the State Auditor of the name and address of the auditor within 30 days after the auditor is elected or engaged. The postaudit shall be conducted on the basis of auditing standards and procedures prescribed by the State Auditor. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

1. **New postaudit.** If the voters of a municipality or quasi-municipal corporation are dissatisfied with the postaudit made by a public accountant, they may obtain a new postaudit by filing a petition with the State Auditor. The petition must be signed by:

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A. At least 10% of the voters of a municipality or quasi-municipal corporation with a population under 10,000; or [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]
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B. At least 1,000 voters in a municipality or quasi-municipal corporation with a population of 10,000 or over. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]
```

Upon the filing of a valid petition, the State Auditor shall order a new postaudit to be made by the Department of Audit. The municipality or quasi-municipal corporation shall pay the expense of this postaudit.

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[ 1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989 c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]
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2. Records available to auditor. Whenever a postaudit is being made, all necessary records shall be made available to the auditor.

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[ 1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD) .]
```

- **3**. **Report.** After the postaudit has been completed, the auditor shall submit a report to the officers of the municipality or quasi-municipal corporation.
 - A. The report must contain the following items:
 - (1) A management letter, if applicable;
 - (2) A letter of transmittal;
 - (3) The independent auditor's report on the financial statements; and
 - (4) All financial statements and all other information required by governmental accounting and financial reporting standards. [2003, c. 178, §5 (AMD).]
 - B. Within 30 days after the postaudit is completed, the auditor shall send to the State Auditor:
 - (1) A certified copy of the postaudit report, excluding the management letter; and
 - (2) A certified copy of the audit procedural form prescribed by the State Auditor for governmental audits. [1997, c. 142, §2 (AMD).]

C. Any auditor who fails to file the copies required by paragraph B commits a civil violation for which a forfeiture of not more than \$100 may be adjudged. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

4. Expense. Each municipality and quasi- municipal corporation shall pay the expense of its postaudit.

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A. The State Auditor shall certify to the Treasurer of State for collection any unpaid balance due the Department of Audit after a 90-day period from the date of billing has elapsed. [1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[ 1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]
```

5. **Report kept.** The complete report of the postaudit shall be kept in the office of the municipality or quasi-municipal corporation.

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[ 1987, c. 737, Pt. A, §2 (NEW); 1987, c. 737, Pt. C, §106 (NEW); 1989, c. 6, (AMD); 1989, c. 9, §2 (AMD); 1989, c. 104, Pt. C, §§8, 10 (AMD).]

SECTION HISTORY
1987, c. 737, §§A2,C106 (NEW). 1989, c. 6, (AMD). 1989, c. 9, §2 (AMD).
1989, c. 104, §§C8,10 (AMD). 1997, c. 142, §§1,2 (AMD). 2003, c. 178, §5 (AMD).
```

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40

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

To: The Selectmen & Town Manager Date: July 19, 2013

From: Louise Lester, Town Clerk Subject: Town Report

Dedication

The production of the 2013 Town Report will begin in August. I will list our residents who have died between 7/1/12 and 6/30/13 at the end of this memo. I know a few of these people and know that Candace Woolston was a favorite teacher in the Raymond School system and Peter Walgreen was a long time volunteer for the Raymond Rec ski program.

I think that other worthy people would be Eileen & Howard Stiles for Eileen's many years of work with the School's health and welfare concerns, and the outreach work she has done for Raymond's families. Howard and Eileen initiated and worked to have Raymond's streets display the American flag even to cleaning and repairing them annually. Howard chaired the Veterans' Park Committee and saw its completion and continues to be involved it its work. More recently Eileen and Howard have become involved with the Recycling Committee and Eileen has been a co-chairman for the past few years. Eileen is also now volunteering with the Beautification Committee.

I would like to offer Frank and Betty McDermott for their years of service to the town. Mr. McDermott was our school principal for many years and Mrs. McDermott was a Selectman. Both of them were deeply involved with the creation and accomplishment of Raymond's Founders Day in 2003. Mrs. McDermott has also been a tireless volunteer in the Raymond Casco Historical Society and the Village Library.

Pat Smith was influential in starting the Raymond Rec Association in the 1980's and has been the chairman since that time.

Larry Murch has been a continuous member of the Zoning Board of Appeal since the 1980's.

Rolf Olsen has been a continuous member of the Budget/Finance Committee and its chairman for most of that time.

Denis Morse has also been an active citizen in his work as Raymond Fire Chief, and Tassel Top Board member.

My recommendation is Eileen and Howard Stiles because of the hours of time and effort they have contributed to Raymond.

Greer, Terry

Eldridge, Thomas P.

Tripp, Clarence V.

Ingraham, Gary C.

Prouty, William C.

Foster, William J.

Tait, Allen J.

Paine, Claudia D.

Kuusela, Louise T.

Duncanson Jr., Richard A.

Woolston, Candace W.

Leviness Jr., John L.

Bartolomeo, Carl R.

Laferte II, Richard A.

Weeks, Helen D.

Weeks Jr., Leland E.

Walgreen, Peter F.

Brakas, Carol Ann

Behnke, Jerry L.

Brandt, Max O.

Kromhout, Hans E.

Afthim, Linda L.

Wood, Lester F.

Town Report: Memorial and Dedication Page Policy

The Town Clerk will present the Board of Selectmen with a list of Raymond citizens who have passed away during the timeframe of July 1st to June 30^{th} , immediately following the end of the fiscal year. Any relevant public service biographical information about each of the individuals on the list will also be provided so the Selectmen can consider the possibility of a memorial page in the Town Report.

The Selectmen will also consider a Town Report dedication to an individual(s) that have made significant contribution to the Town. The memorial list and both discussions will be on the August agenda each year in order to provide adequate time to select and honor citizens selected for Memorial and Dedication Page recognition.

Maine Short Form Quit Claim Deed Without Covenant

THE INHABITANTS OF THE TOWN OF RAYMOND, a body politic located at Raymond, County of Cumberland and State of Maine, for consideration paid, releases to RICHARDSON TINA M in said County and State, a certain parcel of land situated in the Town of Raymond, County of Cumberland and State of Maine, being all and the same premises described at Map 50, Lot 14

The purpose of this conveyance is to release any interest which this grantor may have in and to the above premises by virtue of a lien filed for nonpayment of taxes on said parcel of land with particular reference being made to a lien filed against Map 50, Lot 14, in the name of RICHARDSON TINA M_and recorded in said Registry of Deeds.

BK 27989 PG 162

IN WITNESS WHEREOF, the said INHABITANTS OF THE TOWN OF RAYMOND have caused this instrument to be sealed with its corporate seal and signed in its corporate name by SAMUEL GIFFORD, JOSEPH BRUNO, MIKE REYNOLDS, TERESA SADAK, AND LAWRENCE TAYLOR, thereto duly authorized, this <u>30</u> day of <u>JULY</u>, <u>2013</u>.

	THE INHABITANTS OF THE TOWN OF RAYMOND			
Witness to All	Ву:	SAMUEL GIFFORD, Selectman		
		JOSEPH BRUNO, Selectman		
		MIKE REYNOLDS, Selectman		
		TERESA SADAK, Selectman		
		LAWRENCE TAYLOR, Selectman		

STATE OF MAINE CUMBERLAND, SS.

Personally appeared the above named <u>Samuel Gifford, Joseph Bruno, Mike Reynolds, Teresa Sadak, and Lawrence Taylor</u> aforesaid Selectmen, known to me, this <u>30</u> day of <u>JULY, 2013</u> and acknowledged before me the foregoing instruments to be their free act and deed in their said capacity and the free act and deed of said Grantor Corporation.

Notary Public	

Maine Short Form Quit Claim Deed Without Covenant

THE INHABITANTS OF THE TOWN OF RAYMOND, a body politic located at Raymond, County of Cumberland and State of Maine, for consideration paid, releases to RICHARDSON TINA & WESLEY RICHARDSON RAYMOND & RANDALL in said County and State, a certain parcel of land situated in the Town of Raymond, County of Cumberland and State of Maine, being all and the same premises described at Map 50, Lot 14

The purpose of this conveyance is to release any interest which this grantor may have in and to the above premises by virtue of a lien filed for nonpayment of taxes on said parcel of land with particular reference being made to a lien filed against Map 50, Lot 14, in the name of RICHARDSON TINA & WESLEY RICHARDSON RAYMOND & RANDALL and recorded in said Registry of Deeds.

BK 28887 PG 22 BK 29838 PG 196

IN WITNESS WHEREOF, the said INHABITANTS OF THE TOWN OF RAYMOND have caused this instrument to be sealed with its corporate seal and signed in its corporate name by SAMUEL GIFFORD, JOSEPH BRUNO, MIKE REYNOLDS, TERESA SADAK, AND LAWRENCE TAYLOR, thereto duly authorized, this 30 day of JULY, 2013.

THE INHABITANTS OF THE TOWN OF F			OND
Witness to All	By: _	SAMUEL GIFFORD, Selectman	
		JOSEPH BRUNO, Selectman	
	-	MIKE REYNOLDS, Selectman	
	-	TERESA SADAK, Selectman	
	-	LAWRENCE TAYLOR, Selectman	

STATE OF MAINE CUMBERLAND, SS.

Personally appeared the above named <u>Samuel Gifford, Joseph Bruno</u>, <u>Mike Reynolds, Teresa Sadak</u>, <u>and Lawrence Taylor</u> aforesaid Selectmen, known to me, this <u>30</u> day of <u>JULY</u>, <u>2013</u> and acknowledged before me the foregoing instruments to be their free act and deed in their said capacity and the free act and deed of said Grantor Corporation.

Notary Public	

Maine Short Form Quit Claim Deed Without Covenant

THE INHABITANTS OF THE TOWN OF RAYMOND, a body politic located at Raymond, County of Cumberland and State of Maine, for consideration paid, releases to COBB DANA G in said County and State, a certain parcel of land situated in the Town of Raymond, County of Cumberland and State of Maine, being all and the same premises described at Map 12, Lot 64

The purpose of this conveyance is to release any interest which this grantor may have in and to the above premises by virtue of a lien filed for nonpayment of taxes on said parcel of land with particular reference being made to a lien filed against Map 12, Lot 64, in the name of COBB DANA G and recorded in said Registry of Deeds.

BK 28886

PG 255

BK 29838

PG 13

IN WITNESS WHEREOF, the said INHABITANTS OF THE TOWN OF RAYMOND have caused this instrument to be sealed with its corporate seal and signed in its corporate name by SAMUEL GIFFORD, JOSEPH BRUNO, MIKE REYNOLDS, TERESA SADAK, AND LAWRENCE TAYLOR, thereto duly authorized, this 30 day of JULY, 2013.

	THE INHABITANTS OF THE TOWN OF RAYMOND
Witness to All	By:SAMUEL GIFFORD, Selectman
	JOSEPH BRUNO, Selectman
	MIKE REYNOLDS, Selectman
	TERESA SADAK, Selectman
	LAWRENCE TAYLOR, Selectman

STATE OF MAINE CUMBERLAND, SS.

Personally appeared the above named <u>Samuel Gifford, Joseph Bruno</u>, <u>Mike Reynolds, Teresa Sadak</u>, <u>and Lawrence Taylor</u> aforesaid Selectmen, known to me, this <u>30</u> day of <u>JULY</u>, <u>2013</u> and acknowledged before me the foregoing instruments to be their free act and deed in their said capacity and the free act and deed of said Grantor Corporation.

Notary Public	

Sheet1

		PAYMENT PLANS					
NAME	MAP\LC	DIADDRESS	SIZE	RES/L/	ANYEAR	PAYMEN	BALANCE
BBW	67/46A			LAND	10/11	\$214.00	\$4,694.93
BRANDT, MAX & JEAN	16/61	188 NORTH RAYMOND	1.65	RES	07/08	\$300.00	\$14,548.18
CONLEY, ROBERT	15/79	8 CRAGGY KNOLL RD	1	RES	08/09	\$200.00	\$5,837.28
COPPERSMITH, WILLIA	N52/108	49 TOMMAHAWK TRL	0.17	LAND	10/11	\$150.00	\$7,722.85
COX,JEFFREY	55/3	1246 ROOSEVELT TRL	0.81	BUS	08/09	\$150.00	\$25,250.40 will be going up
CURTIS	15/39				10/11	\$400.00	\$6,119.11
DEEP COVE SHORES	60/7	DEEP COVE RD	2.2	LAND	09/10	\$200.00	\$2,185.07
DEEP COVE SHORES	60/17	124 DEEP COVE RD	0.75	RES	08/09	\$200.00	\$29,641.57 will be going up
DEEP COVE SHORES	60/6				10/11		\$185.76
GLICOS, DAVID	30/20	94 HASKELL AVE	0.22	LAND	11/12	\$200.00	\$1,200.03
GWENDOLYN	2/24B	QUARRY COVE		LAND	10/11	\$109.00	\$1,648.33
KRAFT, MARGARET	01/07	14 ANDERSON RD	4.3	RES	11/12	\$500.00	\$5,885.88
MCINTYRE, RICHARD	40/2	1 PANTHER POND PINES	0.72	LAND	10/11	\$300.00	\$10,014.91 will be going up
MURRAY, MARTHA	52/52	6 BOATERS WAY	0.19	LAND	10/11	\$25.00	\$427.30
MURRAY, MARTHA		1314 ROOSEVELT TRL			09/10	\$50.00	\$4,585.65
MILLER, WILLIAM	12/59	172 RAYMOND HILL RD	8.75	RES	12/13	\$320.00	\$1,419.29
PETERSON, TERRI-LEE	78/3	6 SHORE RD	0.34	LAND	12/13	\$80.00	\$247.70
PLUMMER, DANIEL	46/27B	MEADOW RD	1.38	LAND	10/11	\$85.00	\$1,168.70
R2R	67/46A	RUSTY RD		LAND	10/11	\$107.00	\$1,627.86
REED, DIANE / CALLOW	,E42/19	40 LAKESIDE DR	0.13	RES	08/09	\$185.00	\$10,847.34 will be going up
JAQUES, DENNIS		TOTAL \$2200.00 A YEAR					
STROUT, RICHARD	50/14	9 SHAKER WOODS RD	102	RES	09/10	\$200.00	\$6,105.28
THORNE, SIDNEY	16/18	SPRING VALLEY RD	2.07	LAND	08/09	\$75.00	\$21,991.80 will be going up
THORNE, SIDNEY	54/60	1 BAYVEIW	0.71	LAND	08/09	\$25.00	\$3,164.41 will be going up
		NO DAVIMENT DI ANO					
NAME	MAP\I O	NO PAYMENT PLANS	SIZE	RES/I	NYEAR	PAYMEN.	BALANCE
	111741 120	INDUNEOU	OILL	IXEQ/E/	WIL LAIN	IAIMEN	DALANOL
CUNNINGHAM	10/124	367 WEBBS MILLS RD	4.40	RES	12/13		\$258.58
LEWIS	21/2	NOTCHED POND	19602.	LAND	12/13		\$599.93
LIBBY	41/35	54 BOULDER RD	6538.	RES	11/12		\$2,445.58
LOCKLEAR	4/53	1583 ROOSEVELT TR	39204.	RES	10/11		\$7,257.78
NOONAN	54/45	6 BAYVIEW DR	24829.	RES	10/11		\$18,944.61
RUDBALL	53/36	5 HARMAN RD	13068.	RES	11/12		\$2,313.25
STILES	52/70	40 TAMMAHAWK TR	4792.	LAND	12/13		\$827.13



TAX ACQUIRED PROPERTY POLICY

Adopted by the Board of Selectmen - May 18, 1995 Amended - August 3, 1999 Amended - March 9, 2010

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

Tax Acquired Properties Summary

Account #	Previous Owner	Address	Acreage	Map /Lot	Taxes owed through 12/06/11 (Includes Lien costs)	Assessed Value	Other information	Staff Notes
C0280R	E. Cary	0 Haskell Ave	1.75	030/	\$7,138.43	\$83,100. 00	Most of lot in Resource Protection Zone	Has Access to Crescent Lake. May be worthy of consideration for possible Town Retention. Has building impediments but possible parking developments.
C0310R	L. Cary	0 Bond	0.33	031/ 002	\$4,494.90	\$51,600. 00	*See Note	Possible building lots w/ access to Crescent Lake. Recommend for sale.
C0250R	E. Cary	0 Bond	0.71	031/003	\$2,978.49	\$58,100. 00		
C0260R	E. Cary	0 Haskell	1.00	030/ 003	\$3,419.72	\$67,100. 00		Has access to Crescent Lake. Buildable lot. Rcommend for sale
H0485R	Hamm	0 Boulder	0.12	041/050	\$3,509.64	\$27,000. 00	Has right of way to Panther Pond, unbuildable lot	Has a 50' right-of-way off Chickadee Lane to Panther Pond. Likely sale to abutters because of expressed interest but small unbuildable lot.

^{*}Note: These two lots will be combined per Shoreland Zoning Ordinance Section 12.E.2, because they are two nonconforming, contiguous lots with the same owner (Town of Raymond).

Haskell Ave and Bond St

There are four properties listed to either Elizabeth or Louis Heirs Carey. The address for all three is the same, a P.O. Box in Rangely, which is a business listed for David Carey. This past spring, they made a \$20,000 payment that paid off all the taxes for the parcel with the building on it and made a payment arrangement for the remaining (approximately \$10,000) to have it paid off by March, but no payments were ever made and now the taxes due in April are delinquent.

Boulder Road

This property is listed under Joan Hamm at 190 Spring St in Westbrook. The last payment received was for the 2004/2005 fiscal year. She has never accepted any of the certified mailings and it is Sue's belief that she is just not interested in the property because there is only .12 acres. Certified mail returned as unclaimed. We have recently learned that they have been using the property because of the water access and have been trashing the right-of-way. We have several parties interested in purchasing this property.

Dates:

May 10, 2011: Motion made to send demand letters in Accordance with TAP policy. Sue Carr sent out 30 Day Demand Letter sent out with notice of intent to sell

June 21, 2011: Legally drafted letter of interest sent out

		FY	2014 Proj	ected Munic	ipal Rev	enue Sl	naring*			
			_	(7/1/13 - 6/30/14) P						
							Current Law - Based on LD 1509 Passed in veto override 6/26/13			
County	Municipality Name	2010 Census Population	2011 Tax Assesment	2013 State Valuation	Rev i Distribution Percentage	Rev II Distribution Percentage	Rev I Projected FY14 Distribution	Rev II Projected FY14 Distribution	Total Projected FY14 Distribution	
enobscot	PLYMOUTH	1380	830,363	72,400.00	0.000817547	0.000322	40,394.98	5,023.78	45,418.7	
ndroscoggin	POLAND	5376	8,527,044	652,000.00	0.003631734	0.002630	179,443.96	41,007.73	220,451.6	
roostook	PORTAGE LAKE	391	883,610	69,750.00	0.000255857	0.000166	12,641.89	2,585.23	15,227.1	
xford	PORTER	1498	1,714,075	120,550.00	0.001100217	0.001005	54,361.72	15,660.19	70,021.9	
umberland	PORTLAND	66194	133,291,872	7,552,150.00	0.060346978	0.080483	2,981,744.17	1,254,730.52	4,236,474.6	
umberland	POWNAL	1474	2,609,477	184,350.00	0.001077734	0.000973	53,250.84	15,176.35	68,427.1	
roostook	PRESQUE ISLE	9692	11,916,837	571,950.00	0.010430862	0.016692	515,388.87	260,230.22	775,619.0	
/ashington	PRINCETON	832	872,796	59,800.00	0.000627248	0.000608	30,992.30	9,473.94	40,466.2	
Valdo	PROSPECT	709	690,127	45,800.00	0.000551840	0.000571	27,266.43	8,904.37	36,170.8	
ennebec	RANDOLPH	1772	1,296,977	89,600.00	0.001324926	0.001260	65,464.60	19,650.42	85,115.0	
ranklin	RANGELEY	1,168	5,221,164	534,950.00	0.000588845	0.000000	29,094.82		29,094.8	
anklin	RANGELEY PLT	189	911,488	186,950.00	0.000047598	0.000000	2,351.83		2,351.8	
umberland	RAYMOND	4436	10,158,680	996,600.00	0.002335672	0.000136	115,405.53	2,125.22	117,530.7	
ennebec	READFIELD	2598	3,728,553	268,550.00	0.001863194	0.001604	92,060.43	25,004.46	117,064.8	
roostook	REED PLT	161	165,704	11,300.00	0.000121950	0.000119	6,025.57	1,860.73	7,886.3	
gadahoc	RICHMOND	3411	4,168,270	270,500.00	0.002715027	0.002933	134,149.49	45,723.16	179,872.6	
omerset	RIPLEY	488	446,449	31,650.00	0.000355567	0.000318	17,568.57	4,964.96	22,533.5	
/ashington	ROBBINSTON	574	643,635	49,700.00	0.000383972	0.000269	18,972.03	4,196.53	23,168.5	
nox	ROCKLAND	7297	14,259,410	765,100.00	0.007024761	0.010018	347,093.42	156,178.19	503,271.6	
nox	ROCKPORT	3330	12,044,126	963,800.00	0.002149495	0.001321	106,206.55	20,600.28	126,806.8	

Town of Raymond

Revenue Sharing Endgeted for 2013-2014 \$ 195,000.00

State Projected Revenue Sharing as of 6/21/13 117,530.76

Passible Revenue Shortfall \$ 17,469.34

On 6/26/2013 1:08 PM, mmcclell@maine.rr.com wrote:

Raymond budgeted like you would get no revenue sharing? Will the budget now mean that you have some "found monies"? What is the result for you now?

Mike

----- Original Message -----

Subject: Re: Fwd: Raymond and state budget question

Date: Wed, 26 Jun 2013 13:34:16 -0400

From: Don Willard don.willard@raymondmaine.org

mmcclell@maine.rr.com, Nancy Yates mmcclell@maine.rr.com, Nancy Yates maintenance-nancy.yates@raymondmaine.org, Samuel Gifford segifford1@maine.rr.com, Mike Reynolds maintenance-nancy.yates@raymondmaine.org, Samuel Gifford maintenance-nancy.yates@raymondmaine.org, Samuel Gifford maintenance-nancy.yates@raymondmaine.org, Samuel Gifford maintenance-nancy.yates@raymondmaine.org, Joe Bruno maintenancy.yates@raymondmaine.org, Joe Santa maintenancy.yates@raymondmaine.org, Joe Santa maintenancy.yates@raymondmaine.org,

'teresa.sadak@raymondmaine.org" <teresa.sadak@raymondmaine.org>

No Mike, we just ratcheted down our Revenue Sharing estimates in the (belief-hope) that the Legislature would never pass the Governors budget. The compromise budget will leave us about \$144,738 short over the biennium.

Factoring in our own internal adjusting downward, we will be about \$62,000 short of our budgeted estimate (FY13-14) this year. Certainly not good news at all, but we are hopeful that other revenues, particularly what appears to be strong excise tax collections related to the apparently recovering economy will help or totally offset this loss.

Don Willard
Town Manager
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