



***SELECTMEN'S EPACKET***  
***List of Files***  
***December 10, 2013***

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<b>List of Files</b>	<b>Page 1</b>
<b>Agenda</b>	<b>Page 2-3</b>
<b>Agenda Summary</b>	<b>Page 4-5</b>
<b>Public Hearing Meeting Materials</b>	
<b>Liquor License Materials</b>	<b>Page 6-12</b>
<b>Life Safety Inspection Report – C. Hanson</b>	<b>Page 13</b>
<b>Regular Meeting Materials</b>	
<b>PB Volunteer Application – B. Krauter</b>	<b>Page 14</b>
<b>Application for Use of Public Property for 2014 Ice Derby</b>	<b>Page 15-6</b>
<b>Report of Mutual Aid Calls with Gray – B. Tupper</b>	<b>Page 17</b>
<b>Original Community Forest Presentation Materials</b>	<b>Page 18-34</b>
<b>Citizen Survey Materials</b>	
<b>Pan Atlantic SMS Group &amp; Saco Survey</b>	<b>Page 35-46</b>
<b>Critical Insights, Cape Elizabeth Survey &amp; Cost Estimates</b>	<b>Page 47-65</b>
<b>Abatement &amp; Supplemental Materials</b>	<b>Page 66-82</b>



## **BOARD OF SELECTMEN**

### **AGENDA**

December 10, 2013

7:00 p.m.

Broadcast Studio

### **SELECTMEN'S MEETING**

- 1) Call to order.
- 2) Minutes of previous meeting dated:
  - November 12, 2013
- 3) Public Hearing
  - a) Benjamin Santos-Rogers DBA A La Mexicana, 1227 Roosevelt Trail, for New Liquor License
- 4) New Business.
  - a) Consideration of New Planning Board Member Application (Tentative)
    - Benjamin Krauter
  - b) 2014 Sebago Lake Rotary Club Ice Fishing Derby Update and Consideration of Request for Use of Town Owned Facilities – Toby Pennels
  - c) Six month review of Mutual Aid Agreement with the Town of Gray- Fire Chief Bruce Tupper
  - d) Raymond Community Forest Update and Report of Other Conservation Commission Items-Carrie Wallia (Loon Echo Land Trust) and John Rand (Raymond Conservation Commission)
  - e) Reconsideration of Tenney River Corridor Project Vote – Chairman Sam Gifford
  - f) Consideration of Conducting Citizen Survey – Mike Reynolds, Selectman
  - g) Consideration of Abatements as Submitted by Contract Assessor Curt Lebel
- 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:**
    - December 16, 2013 @ 6:00pm (Workshop)
    - January 14, 2014

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

**Board of Selectmen Agenda: December 10, 2013**

*Page 1 of 2*

*Deadline for January 14, 2014 Agenda: January 3, 2014*

**7) Fiscal Warrants – December 10, 2013**

- **Payroll Expense Summary Warrant**
- **Treasurer's Warrant**

**8) Adjournment.**

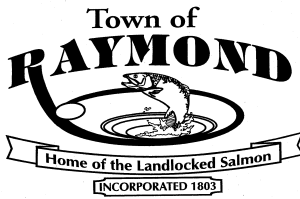
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**Board of Selectmen Agenda: December 10, 2013**

*Page 2 of 2*

*Deadline for January 14, 2014 Agenda: January 3, 2014*



**BOARD OF SELECTMEN**  
**AGENDA SUMMARY**  
December 10, 2013

**SELECTMEN'S MEETING**

**1) Call to order.**

**2) Minutes of previous meeting dated:**

- **November 12, 2013**

**3) Public Hearing**

**a) Benjamin Santos-Rogers DBA A La Mexicana, 1227 Roosevelt Trail, for New Liquor License**

Mr. Santos-Rogers was an employee at A La Mexicana restaurant under the previous owners, Doug & Evelia Maher. He has now acquired the business from the former owners. Mr. Santos-Rogers is applying for a new liquor license for the establishment as required by law when a change of ownership occurs with required advertisements for the Public Hearing. The Code Officer Chris Hanson performed the requisite life safety and fire protection ordinance inspections for the Fire Department on December 6, 2013. Mr. Hanson recommends that the Fire Department refer this liquor license for approval. No complaints of any kind have been lodged with the Town against A La Mexicana regarding their operations.

**4) New Business.**

**a) Consideration of New Planning Board Member Application**

- **Benjamin Krauter**

Mr. Krauter has applied for one of the two vacant positions on the Planning Board. His application was considered by the Planning Board at the December 4<sup>th</sup> meeting and they unanimously voted to recommend his application to the Selectboard for Approval.

**b) 2014 Sebago Lake Rotary Club Ice Fishing Derby Update and Consideration of Request for Use of Town Owned Facilities – Toby Pennels**

Derbyfest organizer Toby Pennels of the Sebago Lake Rotary Club will be providing program information and a specific request for the utilization of certain Raymond public facilities to support the upcoming event scheduled for February 15<sup>th</sup> & 16<sup>th</sup> of 2014. A copy of Mr. Pennel's application/request is attached to the e-packet. There will be a pre-event meeting prior to the Derbyfest, as in past years, during which all public safety, traffic control, policing and inter-agency coordination issues will be discussed and plans finalized.

**c) Six month review of Mutual Aid Agreement with the Town of Gray- Fire Chief Bruce Tupper**

In June 2013, the Town of Raymond Public Safety Department entered into an agreement with the Town of Gray regarding inter-municipal coverage of certain roads that are difficult for each town to service quickly, given the

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geography. These roads include Gore Road, Brown Road (Gray) and North Raymond Road (Raymond). The Selectmen asked that a six (6) month review of the agreement be completed to ensure that the program was proving to be beneficial. Accordingly, Chief Bruce Tupper will present an update on the Mutual Aid Agreement. Attached to the ePacket are the number of calls that each town responded to during the trial period.

**d) Raymond Community Forest Update and Report of Other Conservation Commission Items-Carrie Wallia (Loon Echo Land Trust) and John Rand (Raymond Conservation Commission)**

John Rand and Carrie Wallia presented information about a proposed 347 acre community forest to be located off of Conesca Road at the Selectmen's meeting on May 14, 2013. (The topic was originally brought before the Selectmen in August 2012). The group will present information based on the discussions from the May meeting. RCC Chairman John Rand will also present information regarding other Conservation Commission projects.

**e) Reconsideration of Tenney River Corridor Project Vote – Chairman Sam Gifford**

Chairman Sam Gifford has called for a reconsideration of the vote to provide \$15,000 from the Open Space Fund toward the Tenney River Corridor Project. The vote originally was made at the November 12, 2013 meeting.

**f) Consideration of Conducting Citizen Survey – Mike Reynolds, Selectman**

Selectman Mike Reynolds will discuss the potential for a citizen survey to be conducted by a professional polling organization to help ascertain statistically relevant data as to current and future Raymond local government programs, spending and operational priorities. This idea came was first discussed at the Selectmen retreat held on November 18, 2013. Attached to the ePacket are two examples of surveys that have been completed by other towns and correspondence from the professionals that administered them. Currently, there is \$39,000 left in the Board of Selectmen contingency for unbudgeted expenditures.

**g) Consideration of Abatements as Submitted by Contract Assessor Curt Lebel**

Contract Assessor Curt Lebel has a list of abatements (attached to the ePacket) for Selectmen review. He will not be attendance.

**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:**

- **December 16, 2013 @ 6:00pm (Workshop)**
- **January 14, 2014**

**7) Fiscal Warrants – December 10, 2013**

- **Payroll Expense Summary Warrant**
- **Treasurer's Warrant**

**8) Adjournment.**

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**Department of Public Safety  
Division**

**Liquor Licensing & Inspection**

Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.  
To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.



**BUREAU USE ONLY**

License No. Assigned:

Class:

Deposit Date:

Amt. Deposited:

**PRESENT LICENSE EXPIRES** \_\_\_\_\_

**INDICATE TYPE OF PRIVILEGE:** ☒ MALT ☒ SPIRITUOUS ☒ VINOUS

**INDICATE TYPE OF LICENSE:**

☒ RESTAURANT (Class I,II,III,IV)

☐ HOTEL-OPTIONAL FOOD (Class I-A)

☐ CLASS A LOUNGE (Class X)

☐ CLUB (Class V)

☐ TAVERN (Class IV)

☐ RESTAURANT/LOUNGE (Class XI)

☐ HOTEL (Class I,II,III,IV)

☐ CLUB-ON PREMISE CATERING (Class I)

☐ GOLF CLUB (Class I,II,III,IV)

☐ OTHER: \_\_\_\_\_

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

<b>1. APPLICANT(S)</b> –(Sole Proprietor, Corporation, Limited Liability Co., etc.) <u>Benjamin Santos-Rogers</u> DOB: <u>9/10/83</u> <u>Duperly Santos-Rogers</u> DOB: <u>9/22/85</u> DOB: _____			<b>2. Business Name (D/B/A)</b> <u>A La Mexicana</u>		
<b>Address</b> <u>172 Saco Ave #17</u>			<b>Location (Street Address)</b> <u>1227 Roosevelt Trail</u>		
<b>City/Town</b> <u>Old Orchard Beach</u>			<b>City/Town</b> <u>Raymond</u>		
<b>State</b> <u>ME</u>			<b>State</b> <u>ME</u>		
<b>Zip Code</b> <u>04064</u>			<b>Zip Code</b> <u>04071</u>		
<b>Telephone Number</b> <u>207-329-6233</u>			<b>Business Telephone Number</b> <u>207-655-9290</u>		
<b>Fax Number</b> _____			<b>Fax Number</b> _____		
<b>Federal I.D. #</b> <u>46-4063617</u>			<b>Seller Certificate #</b> <u>1165767</u>		

3. If premises are a hotel, indicate number of rooms available for transient guests: \_\_\_\_\_

4. State amount of gross income from period of last license: ROOMS \$ \_\_\_\_\_ FOOD \$ 300,000 LIQUOR \$ 100,000

5. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

complete Supplementary Questionnaire ,If YES

6. Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐

7. If manager is to be employed, give name: \_\_\_\_\_

8. If business is NEW or under new ownership, indicate starting date: 12/20/2013

Requested inspection date: 12/16/2013 Business hours: 11:30AM - 9:00pm

9. Business records are located at: 1227 Roosevelt Tr. Raymond, ME 04071

10. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐

11. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:  
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Benjamin Edward Rogers	09/10/83	Portland, ME
Duperly Santos-Lizcano	09/22/85	Bucaramanga, Colombia

Residence address on all of the above for previous 5 years (Limit answer to city & state)

Standish, ME

Old Orchard Beach, ME

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☒ NO ☐

Name: Benjamin Santos-Rogers

Date of Conviction: 2/17/2008 (5yrs 9mos)

Offense: OUI

Location: Gorham, ME

Disposition: Guilty

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?

Yes ☐ No ☒ If Yes, give name: \_\_\_\_\_

15. Has/have applicant(s) formerly held a Maine liquor license? YES ☐ NO ☒

16. Does/do applicant(s) own the premises? Yes ☐ No ☒ If No give name and address of owner: \_\_\_\_\_

Laurie Mason PO Box 829 South Casco, ME 04077

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required)

7,000 Sq/Ft Mexican Restaurant

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES ☒ NO ☐ Applied for: Health Inspection 11/14/13

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 7 miles Which of the above is nearest? Raymond Middle School

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☐ NO ☒

If YES, give details: \_\_\_\_\_

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Old Orchard Beach, ME  
Town/City, State

on November 14<sup>th</sup>, 20 13  
Date

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Benjamin Santos-Rogers

Signature of Applicant or Corporate Officer(s)

DUPERLY SANTOS-ROGERS

Print Name

Print Name

### NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

**THIS APPROVAL EXPIRES IN 60 DAYS.**

### FEE SCHEDULE

<b>Class I</b>	Spirituos, Vinous and Malt .....	\$ 900.00
	<b>CLASS I:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
<b>Class I-A</b>	Spirituos, Vinous and Malt, Optional Food (Hotels Only) .....	\$1,100.00
	<b>CLASS I-A:</b> Hotels only that do not serve three meals a day.	
<b>Class II</b>	Spirituos Only .....	\$ 550.00
	<b>CLASS II:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
<b>Class III</b>	Vinous Only .....	\$ 220.00
	<b>CLASS III:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
<b>Class IV</b>	Malt Liquor Only .....	\$ 220.00
	<b>CLASS IV:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
<b>Class V</b>	Spirituos, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) .....	\$ 495.00
	<b>CLASS V:</b> Clubs without catering privileges.	
<b>Class X</b>	Spirituos, Vinous and Malt – Class A Lounge .....	\$2,200.00
	<b>CLASS X:</b> Class A Lounge	
<b>Class XI</b>	Spirituos, Vinous and Malt – Restaurant Lounge .....	\$1,500.00
	<b>CLASS XI:</b> Restaurant/Lounge; and OTB.	
<b>FILING FEE</b> .....		\$ 10.00

**UNORGANIZED TERRITORIES** \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to: **TREASURER, STATE OF MAINE. – DEPARTMENT OF PUBLIC SAFETY, LIQUOR LICENSING AND INSPECTION DIVISION, 164 STATE HOUSE STATION, AUGUSTA ME 04333-0164.** Payments by check subject to penalty provided by Sec. 3, Title 28A, MRS.



# STATE OF MAINE

Dated at: \_\_\_\_\_, Maine \_\_\_\_\_ SS  
 City/Town (County)  
 On: \_\_\_\_\_  
 Date

The undersigned being:       ف Municipal Officers       ف County Commissioners      of the  
  ف City     ف Town     ف Plantation     ف Unincorporated Place    of: \_\_\_\_\_, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

## NOTICE – SPECIAL ATTENTION

### § 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
    - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
    - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
    - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c.589, §1 (amd).]
  2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
    - A. Conviction of the applicant of any Class A, Class B or Class c crime: [1987, c.45, Pt.A§4 (new).]
    - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
    - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
    - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592, §3 (amd).]
    - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
    - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]
- [1993, c.730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.
    - A. [1993, c.730, §27 (rp).]
  4. **No license to person who moved to obtain a license. (REPEALED)**
  5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

STATE OF MAINE  
Liquor Licensing & Inspection Unit  
164 State House Station  
Augusta, Maine 04333-0164  
Tel: (207) 624-7220 Fax: (207) 287-3424

**SUPPLEMENTARY QUESTIONNAIRE FOR CORPORATE APPLICANTS, LIMITED LIABILITY COMPANIES AND LIMITED PARTNERSHIPS**

1. Exact Corporate Name: Colosa LLC  
Business D/B/A Name: A La Mexicana
2. Date of Incorporation: 11/03/13
3. State in which you are incorporated: Maine
4. If not a Maine Corporation, date corporation was authorized to transact business within the State of Maine:  
\_\_\_\_\_
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list percent of stock owned:

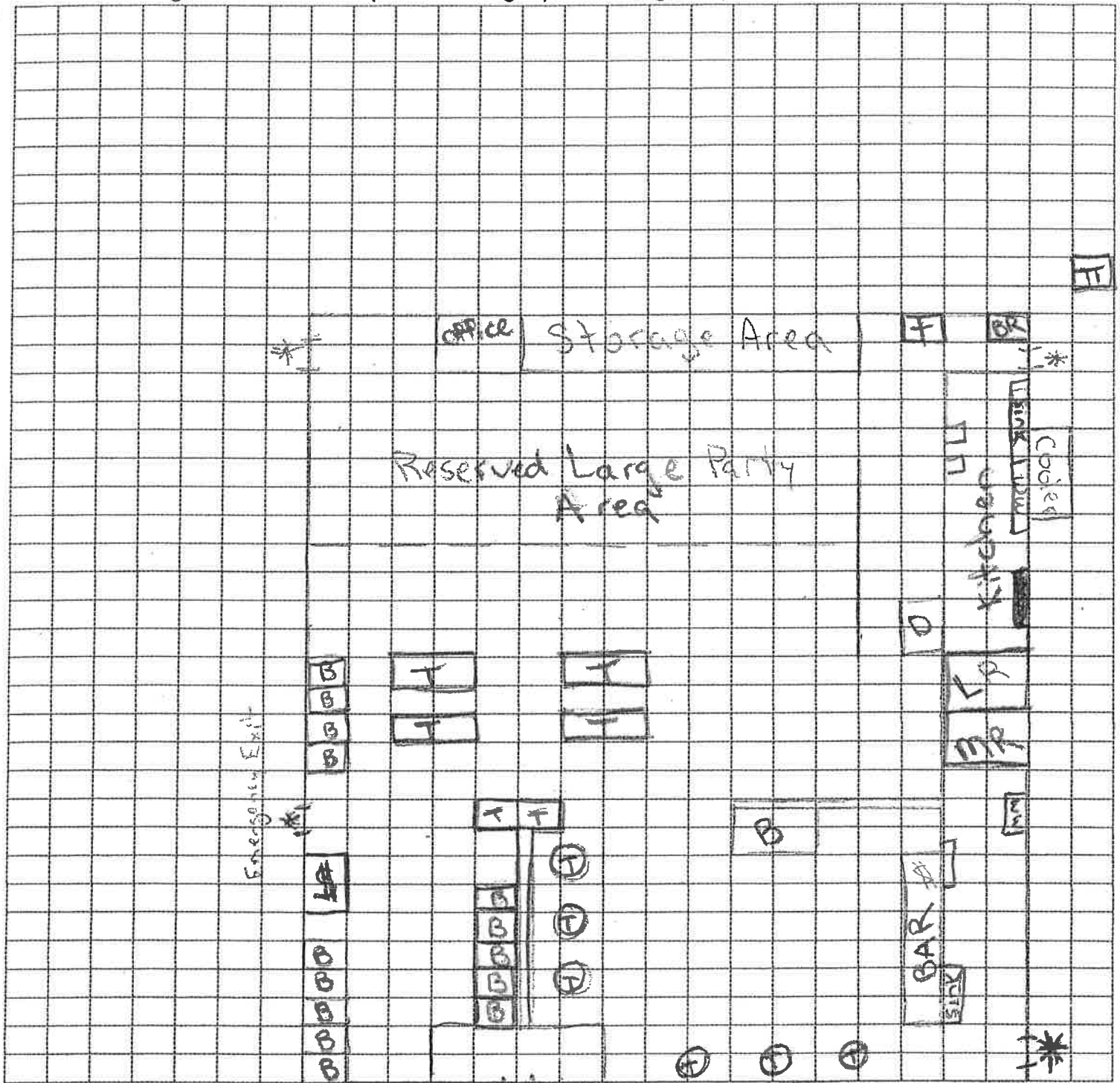
Name	Address Previous 5 Years	Birth Date	% of Stock	Title
Duperly Santos Rogers	149 Dolloff Rd Standish, ME 04084	09/22/85	50	Member
	172 Saco Ave #17 Old Orchard Beach, ME 04064			
Benjamin Santos-Rogers	Same	9/10/83	50	Member

6. What is the amount of authorized stock? 0 Outstanding Stock? 0
7. Is any principal officer of the corporation a law enforcement official? ( ) YES (X) NO
8. Has applicant(s) or manager ever been convicted of any violation of the law, other than a minor traffic violation(s), of the United States? (X) YES ( ) NO.
9. If yes, please complete the following: Name: Ben Santos-Rogers  
Date of Conviction: 2/17/2008 (5yrs 9mos) Offense: OUI  
Location: Carham, ME Disposition: guilty  
Dated at: \_\_\_\_\_ On: \_\_\_\_\_  
City/Town Date

Signature of Duly Authorized Officer \_\_\_\_\_ Date: \_\_\_\_\_

Print Name of Duly Authorized Officer \_\_\_\_\_

Use this grid to draw a floor plan including square footage, or provide an engineered floor plan.



Each square is approximately 1/4 inch by 1/4 inch. Please include square Footage.

Floor plan should include the following items:

Sinks:	Toilet Facilities:	Refrigeration:	Facilities:
1. Hand Washing	1. Water Closets	1. Walk-in Coolers	1. Food Preparation Areas
2. Ware Washing	2. Lavatories	2. Walk-in Freezers	2. Food Storage Areas
3. Utility	3. Urinals	3. Freestanding Coolers	3. Trash/Refuse/Redemption Areas
4. Food Prep	4. Other	4. Freestanding Freezers	4. Dining Areas
5. Dipper Wells		5. Other	5. Break Rooms/Office
6. Other			6. Equipment/Counters/Seats/Tables
			7. Dry Storage/All Other Storage

T- Table

B- Booth

\*- Entrance/Exit

MR- men's room

LR- Ladies room

\$- Register

BR- Employee bathroom

+ - Handicap Bathroom

▨ - Food Prep Area

D- Dessert Fridge

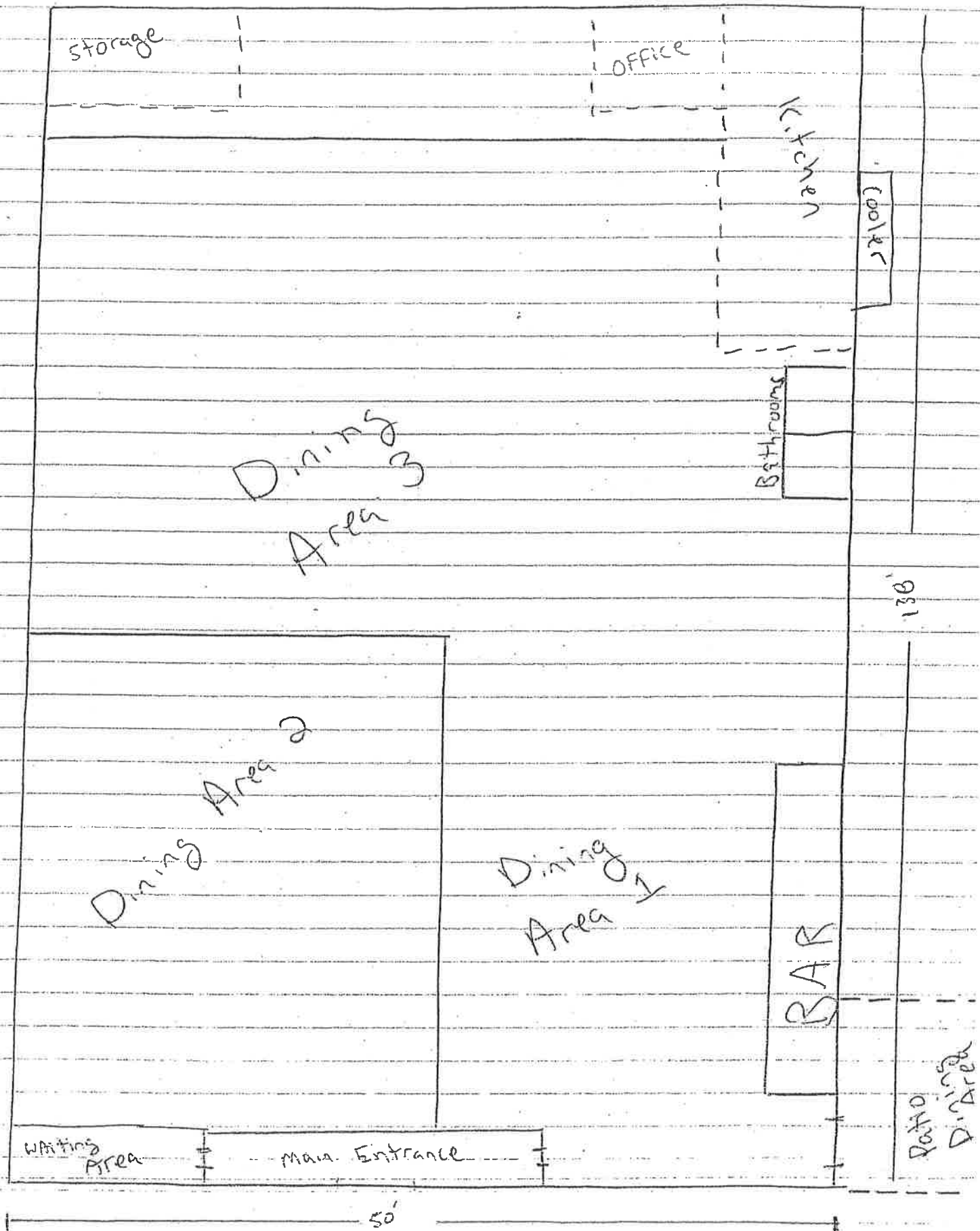
ww- warewashing

Total Sq Ft = 7000

TT- Dumpster

# A La Mexicana

1227 Roosevelt Trail  
Raymond ME 04071



Bruce,

I inspected the A La Mexicana for Life Safety today for the Liquor Lic.Application today.

They made a couple of corrections during the inspection and 1 emergency light needs a replacement battery

which they are in the process of correcting.

One other note is that their fire extinguishers need to be tagged in January as well as the Ancell System in the Kitchen.

I noted no other violations.

Thanks, Chris

--

Christopher Hanson  
Code Enforcement Office  
Town of Raymond  
401 Webbs Mills Road  
(207)655-4742 ext 42

# Volunteer Application

1. Name: Benjamin B. Krauter
2. Mailing Address: 63 Sloans Cove Road, Raymond, ME 04071
3. Telephone: 207-632-3498
4. Email Address: [ben@southernmainelegalservices.com](mailto:ben@southernmainelegalservices.com)
5. Boards/Committees interested in: Planning Board
6. Why I am interested in the planning board: To serve the town I grew up in and to ensure compliance with municipal, state, and federal land use regulations. Also to help guide future changes to such regulations in the Town of Raymond if any.
7. What contributions, benefits, talents, skills can I can offer this position are: I am a skilled researcher, spending a good chunk of my professional life and education doing research on law and legal issues, reviewing how they apply to a situation at hand, and reducing it to written form. In addition I am used to applying rules and regulations on the fly in an active situation, or using computer time to produce a thoughtful and well supported opinion as to why something is being done the way it is being done.
8. What I feel the responsibility of the planning board is: The planning board is responsible for reviewing site plans, and also subdivisions to unsure they meet the necessary guidelines. It also spends time dealing with any possible modifications of the land use policy currently in place by the town. Through public meetings and private research the board helps to make sure that Raymond maintains its quality of life via its building requirements.
9. I have not served on any municipal boards previously, this would be my first such foray into public service.
10. I own my own business so there would not be any issue with attendance at meetings. I can schedule my own office hours and court is not in session.

Complete and Return to:  
Attn: Town Manager  
Town of Raymond  
401 Webbs Mills Road  
Raymond, Maine 04071

Include the following:  
Public Property Use Agreement  
Proof of Insurance  
Public Safety - Parking & Traffic Approval  
Liquor Permit (if applicable)

Date of Application Dec 2, 2013

**Town of Raymond  
Public Property Use Agreement**

Name of Organization/Applicant SEBAGO LAKE ROTARY CLUB  
Contact Person STUART "TOBY" PENNELLS  
Phone No. (w) 207 627 207 (h) 776-2898  
Address P.O. BOX 1941, WINDHAM, ME 04062  
(Street Address) (City) (State) (Zip Code)  
Date(s) Desired FEB 15 & 16, 2014 Hour(s) 5:00 AM to 6:00 PM  
Event Name SEBAGO LAKE & CUMBERLAND COUNTY ICE FISHING DERBY  
Event Location RAYMOND BEACH Estimated # parking spaces needed \_\_\_\_\_  
No. of people attending Youth 500 Adults 1000 = 1500 est.  
Will there be an admission charge? ICE FISHING NO YES \$ 25.00  
SPECTATORS NO

**TERMS AND CONDITIONS:** The undersigned hereby makes application to the Town of Raymond for use of public property, and certifies that the information in the application is correct. The undersigned agrees to exercise the utmost care in the use of the property itself, the surrounding property, and to hold the Town, its officers, employees and agents, harmless from all damages, liabilities, injuries or losses to persons or property resulting from use of the facilities. The applicant agrees to adhere to all rules and regulations on this form.

A new application must be filed each calendar year for recurring annual events.

Applicants must provide adequate chaperones, for any function that is attended by any person under the age of 18 years, as well as private security, public safety and/or police coverage as determined by the Town. See Parking and Traffic Control below.

Size of the gathering determines conditions of approval as follows: If the event is expected to draw 150 people, or fewer, then application must be received in its entirety at least one month prior to event date, and will be reviewed and approved by the Town Manager. If the event is expected to draw more than 150 people, the application must be received in its entirety at least two months prior to the event date, and will require additional approval by the Board of Selectmen, at a regularly scheduled Selectmen's Meeting. All events will also require the approval of any responsible town committee charged with care of public lands, which will be arranged by the Town Manager. Representatives of the applicant group may be required to attend public



meetings and make presentations to involved town committees and/or the Board of Selectmen as determined by the Town Manager.

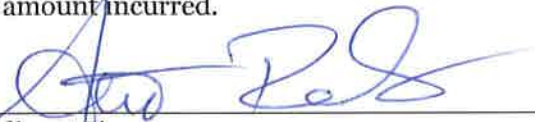
**PARKING AND TRAFFIC CONTROL:** All local and state traffic controls and parking regulations/signs must be observed. Right of way for emergency vehicles must be kept open at all times and event approval must be obtained from the Public Safety Department, including the possibility of providing ambulance coverage on site. The Town of Raymond reserves the right to tow or remove any vehicle from a public event when that vehicle is found to be in violation of local and state traffic rules or parking signs.

**INSURANCE:** During the full term of this agreement, the applicant shall secure and maintain, at its sole expense, Commercial General Liability Insurance written on an occurrence basis with limits no less than \$1,000,000.00 combined single limit per occurrence and \$2,000,000.00 aggregate for personal injury, bodily injury and property damage. The Town will be named as an additional insured party.

If the applicant does not have Commercial General Liability Insurance, they must obtain Special Events Insurance Coverage through their insurance carrier. In any case, the applicant must provide a Certificate of Insurance evidencing the required insurance before using Town property.

Use of alcohol on public property is strongly discouraged and is allowed only at the sole discretion of the Board of Selectmen. If alcohol is served or consumed, the applicant shall procure and maintain for the duration of the event Liquor Liability insurance in the amount of \$1,000,000 each occurrence. The Town is to be named as an additional insured on the Liquor Liability insurance. Host liquor liability coverage may be substituted when alcohol is consumed and not sold on premises with the prior written approval of the Town. The applicant will also procure all required liquor permits or licenses from the State of Maine, as well as to obtain prior approval by the Board of Selectmen.

**CLEANING PROCEDURES:** The applicant is responsible for cleaning after the event and leaving the premises in clean and satisfactory condition. All cleaning must be done immediately after the event. Any applicant damaging or destroying Town property will be held responsible for all repairs and/or replacement. In the event of damages, or additional cleaning being required, applicant will accept the Town's estimate of the amount incurred.

  
Applicant Signature

12/2/2013  
Date

#### APPROVAL SIGNATURES

\_\_\_\_\_  
Town Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman of Selectboard

\_\_\_\_\_  
Date

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Date



## Calls to District 51 (Gray Response)

4 Public assists (Ripley Rd)

3 Transports

1 Smoke Detector Activation

## Calls to District 61 (Raymond Response)

4 Transports

1 Gray Transport ?

2 No Transports

1 Fire Call for CO

**Raymond Community Forest Project Proposal**  
**to the Raymond Board of Selectmen**  
**Presented by Loon Echo Land Trust and the Raymond Conservation Commission**  
**May 14, 2013**

The Raymond Community Forest Concept Project was first presented to the Raymond Board of Selectmen on August 14, 2012. The presentation and handout detailed the 347 +/- acres of forestland in North Raymond located on Conesca Road (see attached Map) which is owned by Hancock Land Company (HLC). The presentation described the Raymond Conservation Commission's (RCC) interest in the property since 2007 and recent communications with Loon Echo Land Trust (LELT) and HLC to advance a potential community forest project.

The Selectmen asked for more information, mainly on the strategy (how to secure the land), project budget, ownership and potential income sources that the property may provide in the long term. Since then the RCC and LELT have met on several occasions to advance these issues to have a definite proposal to the Selectmen.

LELT has a history of successfully negotiating and carrying out contracts with timberland owners on behalf of, and in partnership with, towns in the Lake Region. It is important that LELT gains the Selectmen's commitment to sharing the efforts to carry out this project to the best of the partners' abilities.

Strategy to Secure the Land:

LELT and HLC split the costs of conducting an appraisal to determine the fair market value of the property. The appraisal showed an average value of \$1,611 per acre. LELT and HLC have negotiated a sale/purchase price of \$1,450 per acre.

The LELT Board has approved entering into a low-risk option agreement with HLC. HLC has asked that the parties agree to such terms by May 31, 2013. LELT would be the party to enter into the agreement and pay a deposit of \$1,000. LELT, with the support of Raymond, would have until December 31, 2014 to exercise the agreement. If exercised, the property must be purchased within one year, by December 31, 2015. HLC understands that this project is heavily dependent upon securing several major grants that are highly competitive in nature.

Project Budget:

***Expenses***

\$506,000	Land purchase
\$15,000	Transaction related fees (boundary survey, appraisal, legal, title, closing costs)
\$15,000	Administration, fundraising
\$5,000	Management planning
<u>\$30,000</u>	<u>Endowment(s)</u>
\$571,000	Total estimated expenses

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***Income***

\$400,000	Major and minor grants
\$50,000	Town of Raymond
<u>\$121,000</u>	<u>Private fundraising campaign, local drives, etc.</u>
\$571,000	Total estimated income

**Timeline (Summarized):*****2013***

- February/March – RCC and LELE form strategy. Purchase terms negotiated with HLC.
- May 14- Selectmen review and comment on the proposal (goal = preliminary endorsement of project). RCC and LELE provide further information if needed.
- May 31- LELE and HLC sign the low-risk option agreement;
- Summer/fall- Write grant to the US Forest Service Community Forest Grant, pending Congressional budgeting and grant announcement;
- December- Write grant to the Land for Maine’s Future Program, pending grant announcement;

***2014***

- Spring- Learn the results of the two major grant applications; determine if parties are to proceed with agreement based on grant application results. If favorable...;
- Spring- LELE and Town enter into a Letter of Understanding, roles are defined; Hold informational meetings as necessary/desired;
- June- Raymond Town Meeting, vote to allocate funds to project;
- Summer/Fall- Meet with select major donor prospects to gain commitments to the project;
- Summer/Fall- Continue to write smaller support grants;
- December- Exercise the agreement only if ample funding is committed.

***2015***

- Year-round- Conduct town-wide campaign to fulfill the project budget;
- December- Purchase the land; develop a management plan and conservation easement.

**Ownership Model:**

To advance the recommendations in Raymond’s Open Space Plan and to have a signature conservation and recreational property in Raymond, it is recommended that the Town own and manage the property as a community forest and LELE hold a perpetual conservation easement on the land. This model will allow both parties to commit to conserving the land for the benefit of the public, while working in partnership to care for the land and monitor its uses. The Town will benefit from the long-term income source in the form of commercial forest management returns. An estimate of long-term forest income is summarized below. Such income would offset losses in property tax revenue plus give additional income for managing the land or other Town projects/programs during years where more substantial timber harvests take place. The Town’s decision to own the property may be made after the option agreement is signed, as LELE is willing to sign the agreement while giving the Town ample time to consider community forest ownership and management.

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### Estimate of Forestry Returns:

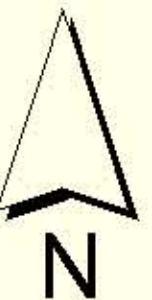
Based on a preliminary tour of the land in Fall 2012 it was estimated that approximately 300 acres could be ready for selective cutting in 10 years, having been harvested four to five years ago. A selection cut that took 30% of the timber would be possible. Based on an estimate that \$250/acre of wood value is currently on the property, the revenue in 10 years is estimated to be  $0.3 \times \$250/\text{acre} \times 300 \text{ acres} = \$22,500$ , or \$2250/year. Considering that the current tax revenue from the property (which is in Tree Growth) is \$2,358, and assuming a selection cut every 10 years, the timber revenue appears capable of substantially offsetting most of any tax revenue that would be lost under town ownership.

Management Considerations: Management of the land would start with the recommendations outlined in a future forestry, wildlife habitat and recreational management plan. It should be developed around the time the land is purchased. The management of the land may be minimal to moderate in effort if the trails that are constructed are to be un-surfaced, which is most suitable for low-impact uses such as walking, hiking, snowshoeing and cross country skiing. The existing ATV trail that extends from private property to the top of Pismire Mountain should be maintained and managed in partnership with the neighbors and/or clubs that have developed the trail system. There should be a designated parking area and a map made showing the trails and parking area. The property boundaries will need to be maintained and repainted at least every 10 years.

The budgeted endowment would assist both the Town and LETT in such maintenance and monitoring efforts. It is suggested that monies raised for the endowments be equally split and then invested by each party according to their own investment policies. The interest earned on the investments would support annual management expenses incurred by the Town and annual conservation easement monitoring and reporting expenses incurred by LETT.

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THIS MAP IS PREPARED FOR THE INVENTORY OF REAL PROPERTY WITHIN THE TOWN OF RAYMOND AND IS COMPILED FROM RECORDED DEEDS, PLATS, TAX MAPS, SURVEYS, PLANNING, TRIC, MAPS, AND OTHER PUBLIC RECORDS AND DATA. USERS OF THIS TAX MAP ARE HEREBY NOTIFIED THAT THE INFORMATION IS PUBLIC PROPERTY.

INFORMATION SOURCES SHOULD BE CONSULTED FOR VERIFICATION OF THE INFORMATION CONTAINED ON THIS MAP. THE TOWN OF RAYMOND AND ITS MAPPING CONTRACTORS ASSUME NO LEGAL RESPONSIBILITY FOR THE INFORMATION CONTAINED HEREIN.

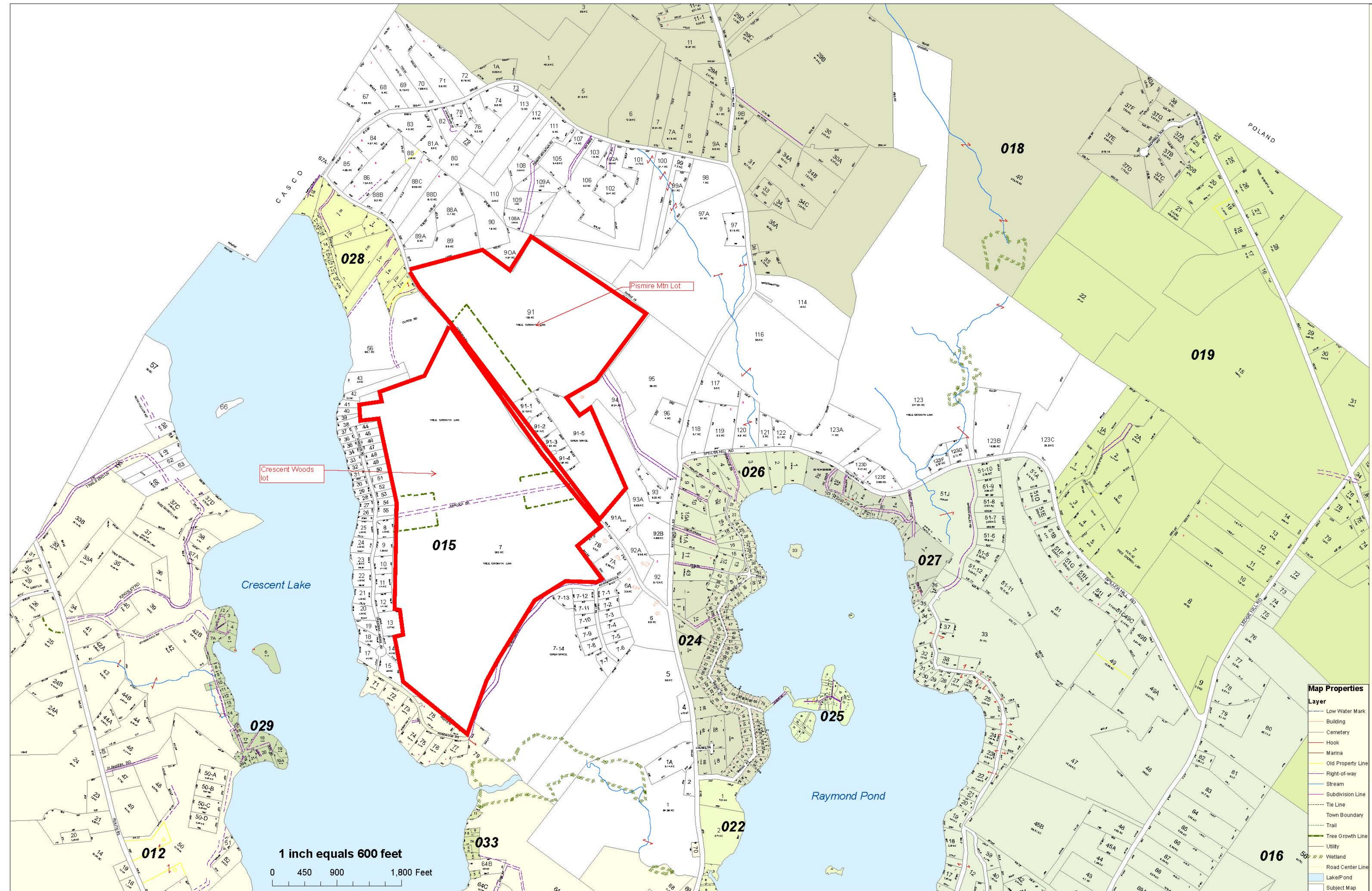
# TOWN OF RAYMOND Cumberland County, Maine Property Map

Sources:  
Raymond Assessor's Database  
Maine Office of GIS  
Prepared by:  
Town of Raymond GIS Department  
Elisa Trepanier, GIS Technician  
Effective Date: April 1, 2011



Map Properties	
Layer	
	Low Water Mark
	Building
	Cemetery
	Hook
	Marina
	Old Property Line
	Right-of-way
	Stream
	Subdivision Line
	Tie Line
	Town Boundary
	Trail
	Tree Growth Line
	Utility
	Wetland
	Road Center Line
	Lake/Pond
	Subject Map

1 inch equals 600 feet  
0 450 900 1,800 Feet





## ***OPTION FOR THE PURCHASE OF REAL ESTATE***

This OPTION AGREEMENT (the "Option") is made as of \_\_\_\_\_, 2013 (the "Effective Date"), by and between **HANCOCK LAND COMPANY, INC.** (together with its successors and assigns, "Seller"), and **LOON ECHO LAND TRUST, INC.**, a Maine nonprofit corporation (together with its successors and assigns, "Buyer").

### ***WITNESSETH:***

**1. Option Period.** The Seller agrees that this Option will remain in effect until 5:00 p.m. on December 31, 2014, and after exercise by Buyer, until closing except for such covenants and warranties that survive closing. This Option shall be exercised by written notice to the Seller by personal delivery, or by posting at the address specified herein below by certified mail, return receipt requested. The Option period may be extended by the mutual agreement of the parties in writing, referencing this document.

**2. Premises.** The Premises to be conveyed consists of seven unimproved lots or parcels of land situated in the Town of Raymond, County of Cumberland, State of Maine, situated westerly and easterly of Conesca Road. The Premises is identified as:

- (a) all of Town of Raymond Tax Map 15, Lot 7, and
- (b) all of Town of Raymond Tax Map 15, Lots 91, 91-1, 91-2, 91-3, 91-4 and 91-5,

(together with all improvements located thereon and all easements and all rights, privileges, licenses and appurtenances thereto, all fixtures located thereon, all timber located thereon and all timber rights, riparian rights and mineral interests applicable thereto, and all right, title, and interest in and to all public and private ways and easements adjoining or serving the same, and all interests in water bodies and the beds of water bodies, on or adjacent to the described land described, hereinafter referred to as the "Premises").

**3. Option Consideration.** Buyer shall pay Seller the sum of One Thousand Dollars (\$1,000) upon execution of this agreement (hereinafter referred to as the "Option Consideration"). The Option Consideration shall be credited toward the Purchase Price (as defined in Paragraph 4 herein) in the event Buyer exercises this Option and the transaction is consummated. In event that the Buyer notifies Seller that it is releasing this Option, or in the event that the Option Period expires without Buyer exercising the Option, the Seller may keep the Option Consideration.

**4. Purchase Price.**

- A. The purchase price for the Premises shall be One Thousand Four Hundred Fifty Dollars (\$1,450) per acre, rounded to the nearest complete acre, as determined by a standard boundary survey of the Premises (hereinafter the "Survey"). Buyer and Seller shall equally share the cost of the Survey.
- B. The Purchase Price shall be paid by certified or bank check, by Buyer's attorney's trust account check, or by wire transfer at the time of delivery of the deed.
- C. Buyer shall make its best efforts to obtain the Survey by no later than the exercise of the Option. Upon receipt of the Survey, Buyer shall promptly provide a copy to Seller.

**5. Closing.** Transfer of title, payment of the purchase price, and delivery of all documents necessary for the completion of the purchase of the Premises shall take place after all conditions referred to in Paragraphs 7, 8 and 10 hereof have been satisfied but no later than December 31, 2015, unless extended pursuant to Paragraph 8 or upon the mutual written agreement of the Buyer and Seller, at the offices of Buyer, or as otherwise agreed by the parties in writing.

**6. Taxes and Costs at Closing.**

(a) All taxes, assessments, and encumbrances, which became due and payable for all prior years, will be satisfied of record by the Seller at or before the closing, and all such taxes and assessments for the year of the closing (if any) will be prorated as of the date of closing. If the Seller fails to so pay, the Buyer may pay any such taxes, assessments, and encumbrances and deduct such payments from the purchase price. Buyer will pay any costs of title search or updates and title insurance, and the recording fee for the deed.

(b) Seller and Buyer will each pay one half of the Maine real estate transfer tax required by law.

(c) Seller shall provide evidence to Buyer at Closing that all tax bills and betterments have been paid.

**7. Title.** Upon execution of this Option, Seller shall provide the Buyer with a current abstract of title, title commitment, or owner's certificate of title, if available. Seller shall execute and deliver to Buyer, at Closing, a good and sufficient general warranty deed, under seal, conveying a good, insurable and marketable title of record to the Premises, including legal vehicular access, in accordance with the Standards of Title adopted by the Maine State Bar Association, together with all rights and hereditaments and appurtenances thereunto belonging, in fee simple, free and clear of all liens, encumbrances, or exceptions. Seller shall deliver full possession of the Premises to the Buyer at the Closing. Buyer shall make all title objections known to Seller contemporaneously with or prior to Buyer's exercise of the Option.

**8. Buyer's Conditions to Closing.**

(a) The Seller agrees that the Premises shall remain substantially in its natural, unaltered and undeveloped state, as it now is, and that the Seller will prevent and refrain from the removal of any vegetation, alteration of the surface, or placement of structures until closing, except for reasonable and customary upkeep to roads, boundaries, culverts, and other existing structures and surface alterations. Seller agrees that the risk of loss, damage, or condemnation of the Premises (or any part thereof) shall remain with Seller until the transfer of title.

(b) The Seller shall remove any known trash, rubbish, and debris from the Premises prior to Closing. If, after notice from Buyer, Seller shall fail to remove any such trash, rubbish, or debris, Buyer may remove or cause to be removed such trash, rubbish, or debris and subtract its costs from the Purchase Price due at the Closing.

(c) The Buyer shall have the right to enter upon the Premises at reasonable times for surveying, and other reasonable purposes related to this transaction. The Buyer shall have the right to conduct an environmental inspection and assessment of the Premises, which shall be to its satisfaction.

(d) If, at the time of the Closing, any of the conditions of Paragraph 7 or this Paragraph 8 are not met, or Seller cannot satisfy any warranty or representation in Paragraph 10, Buyer, at Buyer's sole option, may (i) waive any and all of these conditions and proceed to Closing; (ii) extend the Closing date another sixty (60) days or for such reasonable periods of time as may be necessary for Seller to satisfy the conditions; or (iii) terminate this Option, whether or not extended, in which event the Option Consideration shall be refunded and the obligations of the parties to one another shall cease.

**9. Default.** Subject to the satisfaction of the conditions contained in this Option and performance by Seller of Seller's obligations hereunder, if Buyer fails to perform hereunder, Seller may terminate this Option and Buyer shall forfeit the Option Consideration, which shall be retained by Seller as liquidated damages, and such liquidated damages shall be Seller's sole remedy. If Buyer's failure to perform is occasioned by Seller's failure to perform, Buyer may, at Buyer's option, employ all available legal and equitable remedies. If Seller shall fail to perform hereunder, Buyer may, at Buyer's option, seek specific performance of the terms of this Option under the laws of the State of Maine, or may terminate this Option, shall be entitled to a refund of the Option Consideration, and the obligations of the parties to one another shall cease.

**10. Seller's Representations and Warranties.** The Seller hereby warrants and represents to the Buyer the matters contained in the following subparagraphs to the best of Seller's knowledge, after reasonable inquiry, and Seller agrees to indemnify, defend and hold harmless the Buyer from any loss or liability resulting therefrom. Said representations, indemnities and warranties shall survive closing.

a. **Notices.** The Seller has not received any notices issued by any municipal or other public authority with regard to any work or improvements done or ordered by such authority to be done either before or after the date of this Option. The Seller has no reason to believe that any such notice will be issued after the date of this Option. The Seller shall be responsible for any public improvements, assessments, notices or orders received prior to closing.

b. **Title to the Premises.** The Seller is now (or will be at closing) the sole legal owner of the Premises in fee simple, and the Premises are not subject to any lease or to any other estate or to any outstanding option, interest, or agreement of sale.

c. **No Condemnation.** There are no condemnation proceedings pending with regard to any portion of the Premises and the Seller does not know of or have



reason to know of any proposed condemnation proceedings with regard to any portion of the Premises.

d. **No Persons in Possession.** Seller represents that the Premises are not subject to any lease or to any other possession or estate or to any option, right of refusal or contract of sale, and that no portion of the property shall be occupied by any person or entity under any oral or written lease, easement, license, other claim or contract or in any other manner at Closing.

e. **No Hazardous Substance.** To the best of Seller's knowledge and belief after due inquiry, no hazardous substance or toxic waste has been generated, treated, stored, used, disposed of or deposited in or on the Premises, and there is no hazardous substance or toxic waste in or on the Premises that may affect the Premises or any use thereof or that may support a claim or cause of action under the common law or under any federal, state or local environmental statute, regulation, ordinance or other environmental regulatory requirement, nor has any action been instituted for enforcement of same.

f. **Underground Storage Tanks.** To the best of Seller's knowledge and belief, after due inquiry, there have not been and there are not now any underground storage tanks located on or under the Premises or if there have been or are any such tanks located on the Premises, their location has been identified to the Buyer in writing, they have been properly registered with all appropriate authorities, they are in full compliance with all applicable statutes, ordinances and regulations, and they have not resulted in the release of any hazardous or toxic substance, material, or waste into the environment.

g. **Subsurface Waste Disposal.** There are no subsurface waste-water disposal systems on the Premises, or, if there are, the system has not malfunctioned within the one hundred eighty (180) days preceding the date hereof.

h. **Non-Foreign Persons.** The Seller is not a foreign person within the meaning of the Internal Revenue Code at 26 U.S.C. Section 1445 and regulations thereunder.

i. **Current Use Tax Programs.** Portions of the Premises are currently classified under the Maine Tree Growth Tax Law and the Open Space Tax Program.

j. **Compliance with Land Use Laws.** Seller represents that the Premises currently contains no structures except for stone walls, boundary markers and old fencing. The Seller represents that there has been no illegal division of land which requires or which will require municipal subdivision approval. Seller shall take no action prior to the Closing to render the above statements untrue.

k. **Compliance With Liquidation Harvesting Law.** Buyer has not conducted any forest products harvest that would render this transaction subject to the liquidation harvesting prohibitions of 12 M.R.S.A. §8868, sub-§6 or the regulations promulgated thereunder.

l. **No Broker's or Finders Fees.** Each party represents and warrants to the other that there are no claims for brokerage commissions or finder's fees incurred by reason of any action taken by that party with respect to this transaction. Each of the parties hereto will pay or discharge any and all claims or liabilities for brokerage commissions or finder's fees incurred by reason of any action taken by that party, or its agents with respect to this transaction.

In addition to the satisfaction of any other conditions in this Option, Buyer's obligation to purchase shall be specifically contingent upon the facts and warranties represented by Seller as being true are actually true on the date hereof and on the date of closing.

**11. Affidavits.** The Seller agrees at or prior to closing hereunder to furnish the Buyer with any incidental and necessary affidavits, including without limitation those that may be required by the title insurance company issuing a title insurance commitment for the premises.

**12. Binding Effect.** The terms and conditions of this Option shall apply to and bind the heirs, successors and assigns of the Seller, and the successors and assigns of Buyer.

**13. Waiver.** No provision of this Option may be waived, changed, or modified orally, but only by an agreement in writing signed by the party against whom the enforcement of any waiver, change, or modification is sought.

**14. Notices.** Any communications, requests, or notices required or appropriate to be given under this Option shall be in writing and mailed via U. S. Mail Certified or Registered Mail, Return Receipt Requested, or sent via a recognized commercial carrier, such as but not limited to Federal Express, which requires a return receipt delivered to the sending party. Said communications, requests or notices shall be sent to the other party and its attorney as follows:

**Buyer:**

Loon Echo Land Trust  
Attention: Executive Director  
8 Depot St. Suite 4  
Bridgton, ME 04009

With a Copy to:

Robert H. Levin, Esq.

94 Beckett St., 2<sup>nd</sup> Floor  
Portland, Maine 04101

**Seller:**

Hancock Land Company  
P.O. Box 299  
4 Edes Falls Road  
Casco, ME 04015

With a copy to:

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

These addresses may be changed by notice as provided herein. Notices shall be deemed given when mailed as aforesaid, postage prepaid.

**15. Capacity.** Each party represents to the other that: Such party has full power and authority to perform its obligations hereunder and that any person or entity executing this Option by or on behalf of the representing party has the authority to act on behalf of and bind the representing party, and that any person or entity executing any closing documents by or on behalf of the representing party has been and will be duly authorized to act on behalf of the representing party, and that the performance of this Option will not be in violation of the representing party's charter or any law, ordinance, rule, regulation or order of any governmental body having jurisdiction, or the provisions of any agreements to which the representing party is a party or by the terms of which is bound and, at the Closing, each party shall furnish to the other party and to Buyer's title insurance company, if any, reasonably satisfactory evidence of such authority and approval.

**16. Miscellaneous.**

a. This Option constitutes the entire agreement between the parties, supersedes all prior negotiations and understandings among them and shall not be altered or amended except by written amendment signed by Seller and Buyer.

b. This Option shall be construed and enforced in accordance with and governed by the laws of the State of Maine.

c. If any terms, covenant or condition of the Option or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this

Option or the application of the term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant or condition of this Option shall be valid and be enforced to the fullest extent permitted by law.

d. Upon Buyer's request, Seller shall execute a Memorandum of Option Agreement, attached hereto and incorporated herein as **Exhibit A**, in recordable form for recording in the Cumberland County Registry of Deeds. Buyer may elect to record such Memorandum, in its sole discretion.

e. Regardless of whether the transactions contemplated pursuant to this Option are consummated, each party hereto, unless this Option expressly provides otherwise, shall pay all costs and expenses incurred by it and incident to the preparation and performance of this Option, and matters relating thereto, and such costs and expenses shall not be reimbursable by the other party hereto.

f. Buyer makes no representation or warranty whatsoever regarding the tax consequences of the transaction contemplated by this Option. Each party acknowledges and agrees that it has not received and is not relying upon tax or other advice from any other party hereto, and that it has and will consult its own independent tax and legal advisors.

g. This Option may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument. This Option may be executed and delivered by facsimile transmission, with the intention that such facsimile signature and delivery shall have the same effect as an original signature and actual delivery.

IN WITNESS WHEREOF, WE, the duly authorized representatives of **HANCOCK LAND COMPANY, INC.** and **LOON ECHO LAND TRUST, INC.**, have hereunto signed and sealed this Option as of the date indicated above.

**SELLER**

**HANCOCK LAND COMPANY, INC.**

\_\_\_\_\_  
By: Kevin Hancock, President

EIN#: \_\_\_\_\_

**BUYER**

**LOON ECHO LAND TRUST, INC.**

By: \_\_\_\_\_

\_\_\_\_\_  
President

## Exhibit A

### Memorandum of Option

This shall serve as notice to all parties of the existence of a certain Option Agreement, as set forth herein.

1. The name and address of the Optionor/Seller is **Hancock Land Company, Inc.** having a mailing address of PO Box 299, Casco, ME 04015.
2. The name and address of the Optionee/Buyer is **Loon Echo Land Trust, Inc.**, a Maine nonprofit corporation, whose mailing address is 8 Depot St., Suite 4, Bridgton, ME 04009.
3. The effective date of the Option Agreement is \_\_\_\_\_, 2013.
4. The description of the real property subject to the options granted in the Option Agreement: Certain lots or parcels of land located easterly and westerly of Conesca Road in the Town of Raymond, Cumberland County, Maine, all as more particularly described in the Option Agreement (the "Premises").
5. The term of the option granted in the Option Agreement commences upon the date hereof, and expires on December 31, 2014, unless exercised or extended.
6. During the term of the Option Agreement, Optionor grants to Optionee the right, under certain circumstances, to purchase the Premises.
7. Copies of said Option Agreement are on file at the offices of Optionor and Optionee.

This instrument, being intended to be a Memorandum of Option executed for the purpose of giving constructive notice of said Option Agreement, is not intended to affect in any way the rights and obligations of the parties to said Option Agreement.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Option as of \_\_\_\_\_, 2013.

WITNESS:

HANCOCK LAND COMPANY, INC.

\_\_\_\_\_

By: Kevin Hancock, President

WITNESS:

LOON ECHO LAND TRUST, INC.

\_\_\_\_\_

By: \_\_\_\_\_  
\_\_\_\_\_  
President

STATE OF MAINE  
CUMBERLAND, ss

\_\_\_\_\_, 2013

Personally appeared the above-named Kevin Hancock, President of Hancock Land Company, Inc. and acknowledged this instrument to be his free act and deed and the free act and deed of said corporation.

Before me,

\_\_\_\_\_  
*name:*

Notary Public

**The Raymond Community Forest Project Concept Proposal  
to the Raymond Board of Selectmen  
Presented by Raymond Conservation Commission and Loon Echo Land Trust  
August 14, 2012**

Location:

The Raymond Community Forest Concept Project Proposal includes 347 +/- acres of forestland in North Raymond located on Conesca Road. On the northerly side of Conesca Road is the Pismire Mountain lot (Map 15, Lot 91, Tree Growth), with 125 +/- acres of mixed forestland that quickly gains elevation until it reaches the cliffs at the southerly side of the Pismire Mountain. On the southerly side of Conesca Road is the Crescent Woods lot (Map 15, Lot 7, Tree Growth) with 222 +/- acres of wooded terrain that gently slopes towards Crescent Lake. The Crescent Woods is bisected by Hancock Road with Rosewood Drive defining its southerly boundary.

Background:

The forestland has been owned by Hancock Land Company (HLC) since the 1940's and they are currently marketing the property for sale. In 2006/2007 the Raymond Conservation Commission (RCC) created the Open Space Plan. During this time RCC met with HLC to encourage conservation options and held a site walk with approximately 30 residents who expressed a great interest in having the property conserved. In 2007 HLC received Planning Board approval for the Rosewoods Heights 13 lot subdivision with 56 acres of open space that contains significant wildlife habitat associated with Bartlett Brook and its adjacent wetland. A full development proposal with over 70 lots was created for the remaining property, but was not acted upon due to the downturn in the economy.

Conservation Values:

The RCC Open Space Plan rates the property as having good wildlife habitat and the Pismire Mountain is designated as a "special place." Additional desirable conservation values include recreation, scenic viewing and water quality protection. This is one of four properties on the RCC's "wish list." LEALT, the Trust for Public Land and the seven-town regional community's Lake Region Greenprint Plan rates the property as having priority acres for plant and animal habitat, working forests and providing recreation.

There is a motorized trail that leads from the east of the Pismire lot to the top of the cliff area. There is also a grown in, rough hiking trail leading from the base of the mountain to the top of the cliffs. Future hiking and walking trails are desired if the property is to be protected.

The property's proximity to Crescent Lake, and the desire to protect the lake's water quality is a large consideration of the Community Forest proposal. The lake drains into Panther Pond and Sebago Lake, the public drinking water source for the greater Portland community.

In summary, the community forest opportunities include providing:

- Extensive trail network offering easy to difficult terrain for pedestrian (and possibly snow machine) access;
- Exceptional view access from the top of Pismire Mountain;



- Protection of a substantial portion of the view shed of Pismire Mountain from many areas in Raymond including Crescent Lake;
- Long-term/permanent watershed protection for the quality of Crescent Lake and waters downstream;

Community Forest Proposal:

RCC and Loon Echo Land Trust (LELT) met on May 29, 2012 to discuss the potential for creating a Raymond Community Forest. RCC feels that the town ownership model is not highly desirable, as the town outsources its parks maintenance and may not want to own forestland. RCC believes that the town would be supportive of LELT owning the land for permanent conservation and public recreation and managing it in partnership with the town on behalf of the community. Currently LELT pays Tree Growth or Open Space property taxes on the lands it owns. Taxes are typically paid from an established endowment, and future timber harvests are necessary to fulfill an endowment that can support taxes and on-going maintenance, and if appropriate, other community projects or programs.

Currently LELT is appraising the property to learn if HLC will sell the land for the fair market value and if it is financially feasible to raise the funds needed for such a purchase. Earlier meetings between HLC and LELT were productive, and such an agreement boils down to the price that can be offered.

If the project is viable, Loon Echo Land Trust and the Town of Raymond will review and approve the project details in advance including working together to:

- Secure funds through grant writing, donation drives and town meeting appropriation;
- Hold public meetings to articulate the public benefits and to develop land protection and management goals;
- Developing and maintaining trails or other public amenities;
- Organizing or encouraging community and educational activities on the property.



View over Crescent Woods from  
Pismire Mountain

Hi Danielle,

The Raymond Conservation Commission and Loon Echo Land Trust met in late-May and developed a concept proposal to present to the Raymond Board of Selectmen. The proposal is for a development of a "Community Forest" in Raymond on Conesca Road, including a portion of Pismire Mountain. We will have more information to share prior to the presentation.

Due to a project related deadline of August 8, RCC and LEFT would like to present to the BOS prior to that date. If there happens to be a meeting scheduled in late July, that would be of interest, but I understand that that is a long shot since it's not a regular meeting time and they are contemplating not meeting in July. August 7 is also of great interest.

John Rand is copied on this email as well.

We look forward to hearing back from you.

Thanks,

Carrie Walia  
Executive Director  
Loon Echo Land Trust  
8 Depot St., Suite 4  
Bridgton, ME 04009  
(207) 647-4352  
[carrie@left.org](mailto:carrie@left.org)  
[www.left.org](http://www.left.org)

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**From:** Patrick Murphy [<mailto:pmurphy@panatlanticsmsgroup.com>]  
**Sent:** Wednesday, November 20, 2013 1:02 PM  
**To:** 'don.williard@raymondmaine.org'  
**Subject:** Citizen survey

Dear Don ,

Real nice talking to you just now.

Thanks for the inquiry re the proposed Raymond citizen survey.

We are very interested in bidding on this project and have very significant experience conducting similar studies for other municipalities. We also have conducted research for the Maine Municipal Association.

Our firm is 29 years old –same continuous ownership. We are well known for our public policy work statewide and the accuracy of our data and information.

Please see further details of our company and experience at our website  
[www.panatlanticsmsgroup.com](http://www.panatlanticsmsgroup.com)

I attach copy of the 2013 City of Saco survey instrument. We are in the final stages of reporting to Saco on the results of that study.

Additionally you could look at the completed report on the 2012 City of Saco study at  
[www.sacomaine.org/archives/12-citizensatisfaction.pdf](http://www.sacomaine.org/archives/12-citizensatisfaction.pdf)

If I can be of further assistance please do not hesitate to call me.

My best regards please to Joe Bruno

I look forward to hearing further from you.

Best wishes

Patrick

Patrick O. Murphy  
*President*  
Pan Atlantic SMS Group  
6 City Center | Portland, ME 04101  
Tel 207.871.8622 ext. 109  
Fax 207.772.4842  
[www.panatlanticsmsgroup.com](http://www.panatlanticsmsgroup.com)

## 2013 CITY OF SACO SURVEY (10.15.13)

Respondent's phone number: \_\_\_\_\_

ID \_\_\_\_\_

Hello, my name is \_\_\_\_\_ and I am calling on behalf of the City of Saco. City leaders would like your opinion about how well the City is delivering services to residents. Your input will be used to help set community priorities so that tax dollars are spent wisely. Your opinions will be kept strictly confidential.

**[ONCE YOU HAVE THE CORRECT PERSON ON THE PHONE, CONTINUE WITH CRITERIA QUESTIONS.]**

### CRITERIA QUESTIONS

C1. Do you live within the city limits of Saco?

- 1. Yes → CONTINUE
- 2. No → THANK PERSON AND TERMINATE CALL

C2. Do you or a close family member work for the City of Saco or serve on a city board or committee?

- 1. Yes → THANK PERSON AND TERMINATE CALL
- 2. No → CONTINUE

C3. Do you or a close family member work for a market research, public relations, or advertising firm?

- 1. Yes → THANK PERSON AND TERMINATE CALL
- 2. No → CONTINUE

### OVERALL SATISFACTION WITH THE CITY OF SACO

1. I would like to begin by asking you to rate Saco on a scale of 1 to 5, where 1 means “poor” and 5 means “excellent” with regard to each of the following: **[READ ITEMS IN THE CHART BELOW. RE-READ AND ROTATE SCALE WHEN NECESSARY.]**

	Poor	Below Average	Average	Good	Excellent	Don't know or N/A
A. Your overall image of the City	1	2	3	4	5	96
B. Your image of the City as a place to live	1	2	3	4	5	96
C. Your image of the City as a place to raise children	1	2	3	4	5	96
D. Your image of the City as a place to work	1	2	3	4	5	96
E. The overall quality of life in the City	1	2	3	4	5	96
F. The overall feeling of safety in the City	1	2	3	4	5	96
G. The overall quality of service you	1	2	3	4	5	96

receive from City employees						
2. Please rate Saco on each of the following characteristics on a scale of 1 to 5, where 1 means “poor” and 5 means “excellent”: <b>[READ ITEMS IN THE CHART BELOW. RE-READ AND ROTATE SCALE WHEN NECESSARY.]</b>						

	Poor	Below Average	Average	Good	Excellent	Don't know or N/A
A. Overall opportunities for education and enrichment	1	2	3	4	5	96
B. Opportunities to participate in community matters	1	2	3	4	5	96
C. The overall direction that Saco is taking	1	2	3	4	5	96
D. The job Saco's government does at welcoming citizen involvement	1	2	3	4	5	96
E. Overall confidence in Saco's government	1	2	3	4	5	96
F. Saco's government generally acts in the best interest of the community	1	2	3	4	5	96

### **POLICING AND PUBLIC SAFETY**

3. I would now like you to rate your satisfaction with specific services and facilities provided by the City of Saco. For each of the items I read, please rate your satisfaction on a scale of 1 to 5, where 1 means “very dissatisfied” and 5 means “very satisfied”. I will begin by asking you about your satisfaction with various aspects of policing and public safety. How satisfied are you with... **[READ ITEMS IN THE CHART BELOW. RE-READ AND ROTATE SCALE WHEN NECESSARY.]**

	Very dissatisfied	Somewhat dissatisfied	Neutral	Somewhat satisfied	Very satisfied	Don't know or N/A
A. The overall quality of police services	1	2	3	4	5	96
B. Neighborhood and community policing efforts, including the school resource officer program	1	2	3	4	5	96
C. The City's overall efforts to prevent crime	1	2	3	4	5	96
D. The enforcement of local traffic laws	1	2	3	4	5	96
E. The overall quality of fire services	1	2	3	4	5	96
F. The overall quality of ambulance	1	2	3	4	5	96

services						
G. How quickly fire personnel respond to emergencies	1	2	3	4	5	96
H. How quickly rescue personnel respond to emergencies	1	2	3	4	5	96
I. The City's efforts to enhance fire prevention	1	2	3	4	5	96

4. Which of the following statements would best describe your feelings if you were to interact with a member of the Saco Police Department? Would you be... **[READ AND ROTATE ORDER OF OPTIONS.]**

1. Very cautious
2. Somewhat cautious
3. Neither cautious nor comfortable
4. Somewhat comfortable
5. Very comfortable
96. Don't know [DO NOT READ]

### **PARKS AND RECREATION**

5. Now I'd like to ask you about parks and recreation. How satisfied are you with... **[READ ITEMS IN THE CHART BELOW. RE-READ AND ROTATE SCALE WHEN NECESSARY.]**

	Very dissatisfied	Somewhat dissatisfied	Neutral	Somewhat satisfied	Very satisfied	Don't know or N/A
A. The overall quality of City parks	1	2	3	4	5	96
B. The overall quality of City recreation programs and facilities	1	2	3	4	5	96
C. The walking and biking trails in the City	1	2	3	4	5	96
D. The City Community Center located at 75 Franklin Street	1	2	3	4	5	96
E. The maintenance of City parks and athletic facilities	1	2	3	4	5	96
F. The care of trees throughout the City	1	2	3	4	5	96
G. The City's youth and adult recreation programs	1	2	3	4	5	96
H. Other City community events, such as the Sidewalk Art Festival and Harvest Festival	1	2	3	4	5	96
I. The reasonableness of fees charged for recreational programs	1	2	3	4	5	96

6. Do you think that the City of Saco offers a wide enough variety of recreational facilities to meet the needs of citizens?
1. Yes
  2. No
  96. Don't know [DO NOT READ]
7. About how often in the last year did you visit or make use of one of the City's recreational facilities such as a park, boat launch, beach, the new community center located at 75 Franklin Street, sports field, playground, trail, etc.? **[READ AND ROTATE OPTIONS.]**
1. A few times per week or more
  2. Once a week
  3. A few times per month
  4. Once a month
  5. A few times per year
  6. Never or almost never
  96. Don't know [DO NOT READ]

**PUBLIC WORKS/CITY MAINTENANCE**

8. Now I'm going to ask you about City maintenance, also known as Public Works. How satisfied are you with...  
**[READ ITEMS IN THE CHART BELOW. RE-READ AND ROTATE SCALE WHEN NECESSARY.]**

	Very dissatisfied	Somewhat dissatisfied	Neutral	Somewhat satisfied	Very satisfied	Don't know/ N/A
<b>A.</b> The quality and responsiveness of the Public Works staff to address and resolve problems	1	2	3	4	5	96
<b>B.</b> The overall pavement condition of the City Streets	1	2	3	4	5	96
<b>C.</b> The overall condition and accessibility of pedestrian sidewalks	1	2	3	4	5	96
<b>D.</b> The ability to travel during winter storm conditions	1	2	3	4	5	96
<b>E.</b> The overall response and service levels of Public Works crews during storm emergencies	1	2	3	4	5	96
<b>F.</b> The cleanliness of city streets and parking lots	1	2	3	4	5	96
<b>G.</b> The overall quality of the City trash and recycling program	1	2	3	4	5	96
<b>H.</b> The level of service and quality of the City's Transfer Station	1	2	3	4	5	96

<b>I.</b> The overall quality of the City's water quality services, including the storm and sewer collection and the wastewater treatment system	1	2	3	4	5	96
<b>J.</b> Traffic flow during regular commuting times of day	1	2	3	4	5	96
<b>K.</b> Ease of parking on or around Main Street in downtown Saco	1	2	3	4	5	96

### **CITY CODES AND ORDINANCES**

9. The next topic involves enforcement of City codes and ordinances. The City's Code Department enforces rules and regulations for all places where the public assembles. How satisfied are you with... **[READ ITEMS IN THE CHART BELOW. RE-READ AND ROTATE SCALE WHEN NECESSARY.]**

	Very dissatisfied	Somewhat dissatisfied	Neutral	Somewhat satisfied	Very satisfied	Don't know/ N/A
<b>A.</b> The overall enforcement of City codes and ordinances including the Building Inspection Department	1	2	3	4	5	96
<b>B.</b> The quality of new construction in the City	1	2	3	4	5	96
<b>C.</b> The timeliness and ease of the City's permitting process	1	2	3	4	5	96
<b>D.</b> The building safety of places of public assembly such as supermarkets, banks, and churches located in the City. Examples of building safety include that exits aren't blocked, plumbing and wiring are up to code, fire alarms and sprinklers are fully serviced, etc.	1	2	3	4	5	96

### **CITY MANAGEMENT**

10. I'll now ask you about City management issues. How satisfied are you with... **[READ ITEMS IN THE CHART BELOW. RE-READ AND ROTATE SCALE WHEN NECESSARY.]**

	Very dissatisfied	Somewhat dissatisfied	Neutral	Somewhat satisfied	Very satisfied	Don't know or N/A
<b>A.</b> The City's administration, including the Administrator's Office, Finance Department, and City Clerk's Office	1	2	3	4	5	96
<b>B.</b> The ease of doing business <u>in person</u> at City Hall	1	2	3	4	5	96
<b>C.</b> The ease of voting in the City of	1	2	3	4	5	96



Saco - based on your experience the LAST time you voted in Saco						
D. The accuracy and timeliness of records received from the City Clerk's Office, such as birth certificates, business registrations, etc.	1	2	3	4	5	96

11a. What do you consider a reasonable time to wait in line to process your transactions at City Hall? **[READ CHOICES IF RESPONDENT DOES NOT OFFER.]**

1. Less than 3 minutes
2. 3 to 5 minutes
3. 5 to 8 minutes
4. 8 to 10 minutes
5. 10 to 15 minutes
6. More than 15 minutes
96. Don't know [DO NOT READ]

11b. How often do you visit the City of Saco's website? **[READ AND ROTATE ORDER OF OPTIONS.]**

1. Once a week or more
  2. Every couple of weeks
  3. Once a month
  4. Every couple of months
  5. A couple of times a year
  6. Once a year or less
  7. Never visit the website
  96. Don't know [DO NOT READ]
- **SKIP TO Q11d**  
→ **SKIP TO Q11d**

11c. What type of information do you generally access while on the City's website? **[UNAIDED; WRITE IN RESPONSE(S) BELOW.]**

---

11d. In the next 12 to 24 months, how likely are you to conduct business with the City of Saco over the Internet? By this I mean transacting some business and not just getting information off the City website. **[READ AND ROTATE ORDER OF OPTIONS.]**

1. Not at all likely
  2. Not very likely
  3. Somewhat likely
  4. Very likely
  96. Don't know [DO NOT READ]
- **SKIP TO Q12**  
→ **SKIP TO Q12**  
→ **SKIP TO Q12**

11e. Why are you "not at all likely" or "not very likely" to conduct business with the City of Saco over the Internet? **[THIS IS UNAIDED. CIRCLE OR WRITE IN ALL THAT APPLY.]**

**DO NOT READ – USE FOR CODING PURPOSES ONLY**

1. Concerned about the security of my information
2. Don't like doing business over the internet
3. Prefer to do business in person or by mail
4. The City of Saco's website is not user friendly
5. Don't have a computer
6. Don't really have the need to / don't have much business to conduct with the City of Saco
90. Other (specify) \_\_\_\_\_
96. Don't know [DO NOT READ]

11f. What can the City of Saco change about its website to make you more likely to use it to conduct business in the next 12 to 24 months? **[THIS IS UNAIDED. CIRCLE OR WRITE IN ALL THAT APPLY.]**

**DO NOT READ – USE FOR CODING PURPOSES ONLY**

1. If knew that my information was secure
2. Make it more user friendly / easy to use
3. Provide more information to residents about what types of business can be conducted on the website\
90. Other (specify) \_\_\_\_\_
96. Don't know [DO NOT READ]

12. How would you rate your most recent contact or experience with a non-emergency City of Saco employee, such as a **trash** collector, a street crew worker, a City Clerk, or a worker at a park or City recreational facility? Was the employee *professional and courteous* or *unprofessional and discourteous*? Is that very/somewhat...?: **[READ AND ROTATE ORDER OF OPTIONS]**

1. Very unprofessional and discourteous
2. Somewhat unprofessional and discourteous
3. Neither unprofessional/professional or discourteous/courteous [DO NOT READ]
4. Somewhat professional and courteous
5. Very professional and courteous
96. Don't know [DO NOT READ]
97. N/A – Have not had recent contact with a non-emergency City employee [DO NOT READ]

**PLANNING AND ECONOMIC DEVELOPMENT**

13. How would you rate the City's overall planning for business growth in Saco? Is it: **[ROTATE ORDER OF OPTIONS]**

1. Very poor
2. Poor
3. Average
4. Good
5. Excellent
96. Don't know [DO NOT READ]

14. Do you think that the level of business growth in Saco is: **[READ AND ROTATE ORDER OF OPTIONS]**

1. Too much
2. About right
3. Too little
96. Don't know [DO NOT READ]

15. How would you rate the City's overall planning for residential growth in Saco? Is it: **[ROTATE ORDER OF OPTIONS]**

1. Very poor
2. Poor
3. Average
4. Good
5. Excellent
96. Don't know [DO NOT READ]

16. Do you think that the level of residential growth in Saco is: **[READ AND ROTATE ORDER OF OPTIONS]**

1. Too much
2. About right
3. Too little
96. Don't know [DO NOT READ]

## **COMMUNICATIONS**

17. Next, I'm going to ask you questions about City communications with the public. How satisfied are you with the City's efforts to keep you informed about the following: **[READ ITEMS IN THE CHART BELOW. RE-READ AND ROTATE SCALE WHEN NECESSARY.]**

	Very dissatisfied	Somewhat dissatisfied	Neutral	Somewhat satisfied	Very satisfied	Don't know or N/A
A. City programs and services	1	2	3	4	5	96
B. Local issues and public involvement opportunities	1	2	3	4	5	96
C. The quality of the information you receive regarding the City budget and the use of taxpayer dollars	1	2	3	4	5	96

18. Which of the following do you think would be the best way for the City of Saco to engage its community members? **[READ AND ROTATE ORDER OF OPTIONS; SELECT TOP CHOICE]**

1. Neighborhood meetings with elected officials
2. Neighborhood meetings with city staff
3. Open house at City Hall
4. Budget workshops at local community spots
90. Other (specify) \_\_\_\_\_
96. Don't know [DO NOT READ]

19. During the past month, approximately how many minutes did you or other members of your household watch channel 3, which is the City's government and education channel? **[READ AND ROTATE CHOICES IF RESPONDENT DOES NOT OFFER]**

1. Zero / Did not watch at all
2. Less than 15 minutes
3. 15 to 59 minutes
4. 1 to 3 hours
5. More than 3 hours
96. Don't know [DO NOT READ]
99. Don't have channel 3

### **OTHER**

20. Which of the following describes your feelings about your Saco property taxes relative to the City services you receive? Are the Saco property taxes: **[READ AND ROTATE ORDER OF OPTIONS]**

1. A very poor value
2. A poor value
3. About right
4. A good value
5. A very good value
96. Don't know [DO NOT READ]

21. I'm going to read you a list of City service departments. Assuming that you were not reducing current budget levels for any City department, which one or two departments, if any, would you increase budgets for? **[READ LIST OF DEPARTMENTS AND RE-READ QUESTION IF NECESSARY. WRITE CORRESPONDING DEPARTMENT NUMBERS IN APPROPRIATE SPACES TO THE RIGHT]**

1. Police Department
2. Fire and Ambulance Department
3. Parks and Recreation Department
4. Public Works Department
5. Waste Water Treatment Department
6. Codes, Enforcement and Inspections Department
7. Planning and Economic Development Department
8. City Assessors Office
9. Finance Department
10. City Clerk's Office
90. Other (specify) \_\_\_\_\_
96. Don't know [DO NOT READ]
97. None [DO NOT READ]

**#1 CHOICE** \_\_\_\_\_

**#2 CHOICE** \_\_\_\_\_

### **DEMOGRAPHIC QUESTIONS**

The last set of questions will be used for statistical purposes only, enabling us to analyze the data we have gathered ensuring that we have a representative sample of Saco citizens. First of all ...

22. Did you vote in the last City elections?

- 1. Yes
- 2. No
- 96. Don't know [DO NOT READ]
- 99. Refused [DO NOT READ]

23. Approximately how many years have you lived in Saco?

- \_\_\_\_\_ years
- 99. Refused [DO NOT READ]

24. Do you own or rent your current residence?

- 1. Own
- 2. Rent
- 90. Other: \_\_\_\_\_
- 99. Refused [DO NOT READ]

25. **Counting yourself**, how many people regularly live in your household?

- \_\_\_\_\_
- 99. Refused [DO NOT READ]

26. Do you currently have children under the age of 18 living in your household?

- 1. Yes
- 2. No
- 99. Refused [DO NOT READ]

27. Into which of the following categories does **your age** fall? [READ CHOICES]

- 1. 18-24
- 2. 25-34
- 3. 35-44
- 4. 45-54
- 5. 55-64
- 6. 65 or older
- 99. Refused [DO NOT READ]

28. What is the highest level of education you have completed? [READ CHOICES IF NECESSARY]

- 1. Less than high school graduate
- 2. High school graduate
- 3. Vocational/Trade school
- 4. Some college/Two-year college graduate
- 5. Four-year college graduate
- 6. Post-graduate work
- 99. Refused [DO NOT READ]

29. For tabulation purposes only, please tell me which of the following income categories includes your total

household income in 2012 before taxes? Just stop me when I read the correct category:

1. Less than \$25,000
2. \$25,000 to \$49,999
3. \$50,000 to \$74,999
4. \$75,000 to \$99,999
5. \$100,000 or more
99. Refused [DO NOT READ]

30. Would you be willing to become involved in a citizen panel or board for the City of Saco?

1. Yes → Could I have your (full) name and verify your telephone number so that someone from the City of Saco can contact you?
2. No → Could I have your first name **[For quality control purposes]**

Respondent's name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Those are all of my questions. The City of Saco thanks you very much for your time.**

---

31. Gender of respondent: [INTERVIEWER RECORD BELOW]

1. Female
2. Male

Length of interview: \_\_\_\_ minutes      Date: \_\_ / \_\_\_\_ / 13      Interviewer name: \_\_\_\_\_

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

**Subject:** background materials on town surveys

**Date:** Thu, 21 Nov 2013 18:54:29 +0000

**From:** Kevin Fay <[kfay@criticalinsights.com](mailto:kfay@criticalinsights.com)>

**To:** [don.willard@raymondmaine.org](mailto:don.willard@raymondmaine.org) <[don.willard@raymondmaine.org](mailto:don.willard@raymondmaine.org)>

Hi,

Attached is a brief memo on the type of work we discussed on Tuesday, along with a copy of the Cape data collection tool that came up in conversation.

If we go forward with this, I can put together some more concrete ideas on what I believe is the best approach to capturing this kind of information.

Call or email with any questions.

-kf

\*\*\*\*\*

Kevin Fay

SVP, Director of Research

172 Commercial Street, 2<sup>nd</sup> Floor  
Portland, Maine 04101

mail to: [kfay@criticalinsights.com](mailto:kfay@criticalinsights.com)

general 207-772-4011

direct 207-618-8144

facsimile 207-772-7027



## MEMORANDUM

TO: Don Willard, Town of Raymond

FR: Kevin Fay

RE: Municipal Research

Date: November 21, 2013

Good to speak with you the other day. It was interesting to hear from you in this context. "Worlds colliding," as they say.

As we discussed, what you're seeking is some basic introductory information that would precede any formal RFP. So what I've done below is provided quick overviews of some of our more relevant government and municipal category experience (other governmental engagements not accompanied by any detail aren't really germane to what I would imagine the nature and purpose of this assignment to be), as well as a typical statement of purpose and overview for work of this type.

Since we had discussed it, I have also included the data collection tool used in the community needs assessment for the Town of Cape Elizabeth. However, it should be noted that while these types of studies often have core necessities that are reflected in most tools, every community is different, so what was done in Cape may not entirely translate to what would be undertaken in Raymond.

Feel free to reach out with any questions or comments.

### CATEGORY EXPERIENCE

As I mentioned in our conversation, the company has done a fair amount of work in the municipal space and has a solid understanding of conducting resident research to aid in public policy and community planning issues.

The following capsules of some client engagements highlight experience in public policy and community needs assessment that may dovetail with what is under consideration in Raymond:



- **Town of Cape Elizabeth – Resident Survey:** As a key input to the Town’s comprehensive plan initiative, Critical Insights conducted a cross-sectional survey of residents to gauge attitudes, usage patterns, and forthcoming needs.
- **Cape Elizabeth Land Trust - Community Survey:** This study assessed residents’ image of the organization and gauged appeal and interest in a variety of programmatic efforts under consideration.
- **Portland International Jetport (for Garrard PR) – Abutter Public Opinion Poll:** The company completed a survey of area residents to assess residential sentiment about the Jetport as a community partner and to gauge receptivity to potential facility changes, improvements, and expansion possibilities.
- **Town of Freeport, Town Council – Community Center Assessment:** This survey of Town residents sought to gauge interest in and appeal of a community recreation facility. With receptivity being significant, the community ultimately collaborated with the YMCA.
- **Town of Falmouth, Pool Building Committee – Residential Survey:** This study was conducted in order to determine levels of community support for a public pool, as well as to assess residents’ preferences for facility features, membership dues figures, and tolerances for the usage of public dollars to fund the project.
- **Town of Scarborough:** Critical Insights has assisted this community with two assignments: one to gauge receptivity to a senior center and a separate engagement to gather resident feedback about library services.

Other projects conducted by Critical Insights in this category include studies completed for:

- City of South Portland
- Maine Department of Labor
- Maine Forest Service
- Maine Public Utilities Commission
- Massachusetts Department of Public Health
- Massachusetts Public Utilities Commission
- Southern Maine Agency on Aging
- Town of Gardiner
- University of Southern Maine



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## COMMON RATIONALE AND NEED FOR COMMUNITY RESEARCH

For the reasons we discussed on the phone (the need for “scientific” research vs. a simple convenience sample of “the usual suspects”-types of residents), municipalities typically contact organizations like Critical Insights to assist them in conducting truly representative, population-based research efforts among their residents.

Most typically, the overall goal of these types of efforts is to assess the attitudes of a representative group of citizens regarding their experiences living in a community, as well as to gauge their preferences and priorities regarding the amenities and services provided by that community. It is of particular relevance that efforts of this type yield a solid profile of these priorities, demands and expectations that is statistically projectable to the citizenry as a whole, as these results are frequently used to guide decision-making in activities such as long range planning. From a policy perspective, it is also critical that these efforts be reliable, transparent and defensible.

More specifically, communities often seek out this type of research in order to assess and evaluate residents’ attitudes towards local government, community zoning and development policies, and usage of existing and potential amenities and services. Thematic areas that are commonly examined include items designed to achieve the following aims:

- Assess the attitudes and perspectives of residents towards the Town and the municipal services and amenities provided;
- Evaluate these municipal perspectives in the context of assessing expectations and community values;
- Gauge overall levels of satisfaction with the community’s performance on issues surrounding development and management of open space;
- Develop a resident-based community profile of the municipality, evaluating “quality of life” issues such as health, safety, and core “livability” dimensions;
- Gauge perspectives on growth and assess concerns and sensitivities related to the historical and projected growth of the municipality;
- Analyze the willingness of citizens to pay for improvements to community services through various sources of funding (e.g. taxes, user fees, fund-raising services, etc.); and
- Develop a sense of priorities for the various desires for key community services, particularly in light of prevailing economic and cost-level considerations.



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Additionally, with a robust enough sample size, these efforts can often provide insight into the demands and preferences of various subgroups of the resident population.

Overall, this kind of research can often provide actionable insights and recommendations that will assist and inform communities in effective and responsive planning.

If things progress, we can of course provide more detail about the approach to data collection we might recommend for something like what Raymond might be considering.



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# DRAFT 4

## Cape Elizabeth Public Opinion Survey

October 2005

Good morning/afternoon/evening, my name is \_\_\_\_\_ and I'm calling from Critical Insights, Inc., a Portland marketing research firm, on behalf of the Comprehensive Plan Committee for the Town of Cape Elizabeth. We are conducting a public opinion survey among residents of the Town. This is not a sales call, and your responses will be kept completely confidential. Your opinions are very important for the future of the Town. May I speak with the adult in your household, 18 or older, who had the most recent birthday? *(IF NOT RESPONDENT, ASK TO SPEAK TO SUCH A PERSON. REPEAT INTRODUCTION IF PHONE IS GIVEN TO ANOTHER PERSON. IF UNAVAILABLE OR NOT AT HOME, ARRANGE FOR A CONVENIENT TIME TO CALL BACK).*

### SCREENERS:

S1. First of all, have I reached you at your home? *(IF NOT RESPONDENT'S HOME, ASK WHEN OWNERS WILL BE BACK AND SCHEDULE A CALLBACK).*

- |    |              |                     |
|----|--------------|---------------------|
| 1. | YES →        | CONTINUE            |
| 2. | NO →         | THANK AND TERMINATE |
| 8. | DON'T KNOW → | THANK AND TERMINATE |
| 9. | REFUSED →    | THANK AND TERMINATE |

S2. Do you live in Cape Elizabeth most (six months or more) of the year?

- |    |                                     |                     |
|----|-------------------------------------|---------------------|
| 1. | YES →                               | CONTINUE            |
| 2. | NO, LIVE LESS THAN 6 MONTHS →       | THANK AND TERMINATE |
| 3. | NO, DO NOT LIVE IN CAPE ELIZABETH → | THANK AND TERMINATE |
| 8. | DON'T KNOW →                        | THANK AND TERMINATE |
| 9. | REFUSED →                           | THANK AND TERMINATE |

S3. Are you, any member of your family, or any close relative currently on the Town Council, Comprehensive Plan Committee or School Board of Cape Elizabeth? Are you, any member of your family, or any close relative employed by or have an affiliation with a marketing research firm or advertising agency? Are you or is any member of your family employed in journalism (print or media)?

- |    |            |                     |
|----|------------|---------------------|
| 1. | YES        | TERMINATE INTERVIEW |
| 2. | NO         | CONTINUE            |
| 8. | DON'T KNOW | TERMINATE INTERVIEW |
| 9. | REFUSED    | TERMINATE INTERVIEW |

## DRAFT 4

1. Overall, how satisfied are you with living in Cape Elizabeth? Please use a scale of 1 to 5, with “1” meaning that you are not at all satisfied, and “5” signifying that you are very satisfied.

Not at all satisfied			Very Satisfied		
1	2	3	4	5	

2. Using a scale of 1-5 where 1 means “not at all important” and 5 means “very important,” please rate the following factors that could be considered benefits of living in Cape Elizabeth.

	Not at all important				Very important	
	1	2	3	4	5	
a. Physical attractiveness of the Town	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. School system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Natural environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Proximity to Portland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Proximity to the ocean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Municipal services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
h. Level of taxes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

3. Often we make references to “preserving the rural character of the town.” When thinking about preserving the rural character of Cape Elizabeth, what does this statement mean to you?

---



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4. Listed below are some potential goals for the Town of Cape Elizabeth over the next 5-10 years. Please rate each of the goals in their importance to you, where 1 means “not at all important” and 5 means “very important.”

	Not at all important				Very important	
	1	2	3	4	5	
a. Maintaining the existing tax rate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Protecting and preserving wetlands, ponds, and wooded areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Improving the schools and expanding education opportunities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Encouraging the development of a variety of housing types.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Preserving the Town’s rural character.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Attracting new commercial development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Encouraging the development of affordable housing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
h. Protecting farmland.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
i. Improving the town center.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## DRAFT 4

### HOUSING

5. Using a scale of 1 to 5, where 1 means “strongly disagree” and 5 means “strongly agree,” please indicate your opinion regarding what direction the Town should take. The Town of Cape Elizabeth should...

	Strongly disagree				Strongly agree	
	1	2	3	4	5	
a. Have more single family housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Have more multi-family housing (apartments)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Encourage senior citizen housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Encourage housing that costs less than \$300,000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Encourage the development of condominiums	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Encourage more in-law apartments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### NATURAL RESOURCES

6. Do you feel that there is sufficient public access to the coast, ponds and streams in Cape Elizabeth?

☐ Yes

SKIP TO Q 7

☐ No

- 6a. Where would you improve legal public access?

---

---

### TRANSPORTATION

7. Do you feel that there are any dangerous sections of road or intersections in the Town that need improvement?

☐ Yes

SKIP TO Q 8

☐ No

- 7a. Please indicate the location of the section of roads or intersection(s), by street name

---

8. Are there any sections of roads that need improvement or repair?

☐ Yes

SKIP TO Q 9

☐ No

- 8a. Please indicate the general road area needing improvement and what needs to be done to upgrade it.

---

9. Do you think that there is a need for additional traffic lights in Cape Elizabeth?

☐ Yes

SKIP TO Q 10

☐ No

- 9a. Where do you think the additional traffic lights should be installed?

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## DRAFT 4

### COMMUNITY FACILITIES AND SERVICES

10. Using a scale of 1 to 5 where 1 means “Poor” and 5 means “Excellent,” please rate the following community facilities and services. **READ RESPONSES, ROTATE**

	Poor				Excellent
	1	2	3	4	5
a. School educational programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Quality of teachers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Quality of school administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. School facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Thomas Memorial Library services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Thomas Memorial Library facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Sewage disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Storm drainage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Fire protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Ambulance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Police protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Town administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Street repair and paving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Street lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Snow removal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. Street sweeping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q. Town transfer station (“dump”)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
r. Recycling program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
s. Parks & athletic facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
t. Recreational programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
u. Pedestrian trails	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

11. Using a scale of 1-5, with 1 meaning “strongly disagree” and 5 meaning “strongly agree,” please tell me whether you agree or disagree with each of the following statements. The Town of Cape Elizabeth should increase taxes for . . .

	Strongly disagree				Strongly agree
	1	2	3	4	5
a. Preservation of open space by buying land or easements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Preservation of town-owned historical structures and places.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Improvements to the streets and roads.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Promoting economic development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. More recreation opportunities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Greenbelt walking trails.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Biking trails	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. A public transportation system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Improving public educational programs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Paved sidewalks and road shoulders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## DRAFT 4

12. Do you feel that Cape Elizabeth has adequate service and retail establishments?

- ☐ Yes
- ☐ No

SKIP TO Q22

12a. What types of service or retail establishments would benefit the community?

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13. What public improvements or additions do you think would be most important to the Town Center?

---

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14. Some towns have found that they can reduce costs by providing services on a regional basis, rather than town-by-town. In your opinion, should the Town of Cape Elizabeth consider regionalizing by cooperating with other municipalities in providing services?

- ☐ Yes
- ☐ No

SKIP TO D1

14a. What, if any, services should Cape Elizabeth provide in collaboration with other communities?

---

---



## DRAFT 4

### BACKGROUND INFORMATION

D1. How many years have you lived in Cape Elizabeth?

- |                          |                    |            |
|--------------------------|--------------------|------------|
| <input type="checkbox"/> | < 1 year           |            |
| <input type="checkbox"/> | 1-5 years          |            |
| <input type="checkbox"/> | 6-10 years         | SKIP TO D3 |
| <input type="checkbox"/> | 10-20 years        | SKIP TO D3 |
| <input type="checkbox"/> | More than 20 years | SKIP TO D3 |

D2. Where did you live before moving to Cape Elizabeth? \_\_\_\_\_

## DRAFT 4

D3. Which neighborhood do you currently live in?

1. Brentwood
2. Broad Cove
3. Canterbury
4. Cottage Farms
5. Cranbrook
6. Cross Hill
7. Delano Park
8. Dyer Pond
9. Eastman Rd
10. Elizabeth Farms
11. Elizabeth Park
12. Fowler Rd
13. Gull Crest
14. Hannaford Cove
15. Hobstone
16. Kettle Cove
17. Maiden Cove
18. Mitchell Highlands
19. Mitchell Rd
20. Oakhurst
21. Ocean House Rd
22. Old Ocean House Rd
23. Peabbles Cove
24. Pond cove
25. Queen Acres
26. Sawyer Rd
27. Sherwood Forest
28. Shore Acres
29. Shore Rd
30. Sprague
31. Spurwink
32. Stonegate
33. Two Lights
34. Wells Rd
35. Wildwood
36. OTHER: **SPECIFY**
37. DON'TKNOW
38. REFUSED

## DRAFT 4

D4. What age category do you fall into?

- ☐ 18-24
- ☐ 25-34
- ☐ 35-44
- ☐ 45-54
- ☐ 55-64
- ☐ 65-74
- ☐ 75+

D5. Do you own or rent your living quarters?

- ☐ Own
- ☐ Rent

D6. How many adults, including yourself, over the age of 18 live in your household? \_\_\_\_

D7. How many children under the age of 18 live in your household? \_\_\_\_

D8. What is your employment status?

- ☐ Employed full-time
- ☐ Employed part-time
- ☐ Home maker
- ☐ Unemployed
- ☐ Retired
- ☐ Student
  
- ☐ Refused

D9. What is the highest level of education you have completed?

- 1. NO FORMAL SCHOOLING
- 2. GRAMMAR SCHOOL (UP TO 8<sup>TH</sup> GRADE)
- 3. SOME HIGH SCHOOL
- 4. GRADUATED HIGH SCHOOL
- 5. TECHNICAL/VOCATIONAL/COMMUNITY COLLEGE
- 6. SOME COLLEGE
- 7. GRADUATED COLLEGE
- 8. GRADUATE SCHOOL
- 9. OTHER
  
- 98. DON'T KNOW
- 99. REFUSED

D10. To ensure that our sample is representative, which of the following categories best describes your total household income before taxes for last year? **[READ CHOICES]**

- 1. Less than \$40,000
- 2. \$40,000 to \$79,999
- 3. \$80,000 to \$149,999
- 4. \$150,000 to \$249,999
- 5. \$250,000 or more
  
- 8. DON'T KNOW **[DO NOT READ]**
- 9. REFUSED **[DO NOT READ]**

## DRAFT 4

D11. Do you have any additional comments or suggestions for the Town of Cape Elizabeth?

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D12. Gender (OBSERVED)

- ☐ Male  
☐ Female

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE!



## MEMORANDUM

**TO:** Don Willard (Town of Raymond) ----- *via Email*  
**FR:** Kevin Fay  
**RE:** Likely Approach and Associated Costs for Resident Survey  
**DATE:** December 6, 2013

Good to speak with you earlier. Since time is of the essence, I was only able to ‘ballpark’ a dollar cost based on the approach I would suggest employing if the Town ultimately elected to conduct a resident survey.

### *Overview of Suggested Approach*

While we spoke briefly about a traditional mail-based approach, I am somewhat dubious of only using that approach for the reasons we discussed (lack of representativeness, potential waste, etc.).

In order to access a cross-sectional sampling of the Raymond’s resident population, I would suggest telephone interviewing a primary means of data collection. However, the rise in the proportion of households that are no longer reachable through traditional telephone polling methods (i.e. random-digit dial sampling via landline telephone) has introduced some bias into the process of polling, with a sizable blocs of residents having been artificially excluded from traditional telephone polling approaches.

Currently, there is no clear consensus, established protocol, or even a generalized school of thought at this time concerning the best approach to address this situation. What are called “dual-frame” survey designs inclusive of both landline and cell phone sampling frames have been employed in many studies covering large geographies (such as the entire State of Maine, for example), but have proven very costly to administer and require complex post-hoc weighting schemes. Importantly, for a very localized effort such as attempting to reach Raymond residents through identifying what cell switches might be associated with the Town’s resident base (across multiple cell carriers) would be extraordinarily difficult and very costly. Further, incorporating cell numbers has proven cumbersome due to number portability.

For a Raymond assignment, I am suggesting an approach called Address-Based Sampling (or “ABS”) to address the limitations currently inherent in traditional telephone polling. The concept of ABS is discussed below.

## ***Address-Based Sampling Overview***

ABS is based upon what is called the Delivery Sequence File (“DSF”), a database compiled by the U.S. Postal Service which covers every Maine community. These delivery addresses are then run through a matching process whereby a telephone number, if available, is linked to a given mailing address. Any address not linked to a telephone number can be thought of as a cell-only residence or otherwise un-served (i.e. unlisted phone number, recently moved resident whose phone number has yet to be included in key database, etc.). In this manner, ABS provides an effective way to sample and reach cell phone only households without having to include them by sampling directly from cell phone switch exchanges, which can be cumbersome due to number portability, lack of geographic precision and targeting, and other confounding issues.

Tactically, the ABS approach would first draw a random, cross-sectional sample of addresses from the entirety of the Town of Raymond, with the size of the sample draw done in proportion to a desired sample size for the study (I might suggest  $n=300$  respondents and ideally 400, though that may be ambitious given the Town’s limited population). The generated sample would match postal delivery addresses to available telephone numbers – with the assumption that these will most likely be landline numbers.

For those addresses not matched to landline phones, an alternate method of outreach would need to occur as a means of contacting households that are likely cell phone only. Outreach of this type typically begins with a mail-based outreach to a random sampling of unmatched (i.e. no corresponding telephone number) households. For a smaller geography such as Raymond, the outreach would likely involve all unmatched households.

Most often, this outreach is a letter mailed to this sample of households, with instructions directing recipients to visit our secure survey website ([www.cisurveys.com](http://www.cisurveys.com)) and take part in an online survey. Alternately, participants are given the option of calling-in to a toll-free 800 number at Critical Insights, being screened for eligibility, and completing a survey in that manner.

To boost participation to the mail-based invitation in ABS, a lottery-based incentive for an attractive prize (commonly devices such as an iPad tablet) is typically offered to these respondents as an enticement to participate.

After an initial data collection period of between one and two weeks (a typical period in which those likely to respond to an online survey or make an inbound call to take part will do so), the remaining desired sample size is achieved through conducting telephone-based surveys with households from the matched sample. Contacts with records in this sample draw are made with an eye toward maximizing cooperation rates, with at least seven contacts attempted with a given sample unit before it is replaced.



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To account for any effects of non-response and non-coverage bias, a post-stratification weighting adjustment would be applied to the final sample, based on demographic distributions from the most recent U.S. Census for the Maine offering community-level detail.

It is Critical Insights' position that this multi-mode approach for data collection (an invitation mailing for online survey or toll-free survey call-in number for households not matched for a phone number, coupled with a traditional landline telephone survey) using ABS is an effective approach for improving coverage by theoretically giving those households not served by a landline phone a viable opportunity to take part in a random, cross-sectional research study such as that which would likely occur for Raymond. This improvement in coverage has a favorable impact on the coverage bias that studies have shown is inherent in landline-only RDD studies, as these samples tend to artificially exclude pockets of the population that tend to be under-represented in RDD (e.g. younger people, renters, etc.).

### ***Sample Design***

Based on an initial examination of the DSF, there are 3,154 physical residential locations in Raymond. Of these locations, about two-thirds would be served by traditional mail routes and the remainder through P.O. boxes. These are the records that would be attempted to be matched to a phone number.

As we discussed, a relevant point to consider is the seasonal properties in the Town and whether or not to include them in the study. This is a relevant consideration, as a number of residential locations in the Town are flagged as either seasonal or vacant (a fairly vague catch-all which would include properties such as seasonal camps and cottages where there is no mail service and where there is no associated P.O. Box).

If the Town elected to include seasonal properties, it might be a bit complex to try to match up a location that doesn't have local mailing capabilities or even a local telephone number with an alternate address the Town might have, such as a tax mailing address. It could become cumbersome, so I am still trying to ferret out the full implications of seasonal residents on an ABS approach.

### ***Estimated Costs***

As I'd noted earlier, at this juncture, I have only been able to 'ballpark' a figure for the project.

In addition to some of the component pieces of the ABS approach yet to be determined (such as season residents), you'd also correctly noted in our conversation, we do not yet know the scope and magnitude of the survey, which also affects cost.



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Putting things through a filter of a typical municipal study and the work associated with such an effort, I would estimate an effort like this costing roughly \$18,500. This is an all-inclusive cost, covering the following components of the project:

- Develop, edit, test, and ultimately finalize a quantitative survey instrument, which – based on prior engagements in the municipal space – would not exceed 15 minutes in administrative length (either via phone or online);
- Program approved survey for both phone- and web-based deployment;
- Purchase and manage ABS records as described above;
- Print/mail web survey invitation to unmatched ABS (i.e. cell-only) records;
- Collect web survey data;
- Collect data from matched ABS records via phone-based CATI system;
- Aggregate web- and phone-based data, assure consistency, conduct any statistical sample balancing; and
- Analyze and report results according to goals and objectives which will be set forth by the Town.

The suggested lottery-based incentive (one iPad) to entice participation in the online survey is also included in the cost.

Something that would also be a relevant consideration that would assist in the study deployment and is not included in our costs is some advance work done by the Town to inform residents of the study. This has proven helpful in preparing people to be contacted, letting them know any calls or mailers they might receive are legitimate, etc. To that end, it would be helpful if something could be posted on the Town website/*Roadrunner* and also if a small ad could be placed in the *Lakes Region Weekly* informing residents about the study.

I had to fire this off in pretty short order, so please email or call with questions. Have a nice weekend.



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## TOWN OF RAYMOND      Assessing Office

401 Webbs Mills Road   Raymond, Maine 04071  
Phone 207.655.4742 x51   Fax 207.655.3024  
[assessor@raymondmaine.org](mailto:assessor@raymondmaine.org)

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### INTEROFFICE MEMORANDUM

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**TO:**            RAYMOND BOARD OF ASSESSORS  
**FROM:**        CURT LEBEL, ASSESSORS AGENT  
**SUBJECT:**    TAX ABATEMENTS  
**DATE:**        12/5/2013  
**CC:**

---

Dear Board Members,

Attached please find nine abatement requests and one supplemental assessment which have been reviewed by my office and are recommended for consideration at your December 10, 2013 meeting. The tax abatements are mostly corrections of administrative errors such as lot size discrepancies and personal property filing discrepancies. Two of the items however, require some additional background information:

1. Tax abatement request of Joanne Self (Tax Map 15 Lot 88). Ms. Self has filed a request for abatement claiming that her property is undervalued. (See attached application/emails). I have corresponded with Ms. Self by both email and by phone. And indicated to her that tax abatements are for over-valuation claims and that her assessment cannot be increased for this year once the assessment has been made. The property assessment was reduced for this year's commitment upon discovery that the current land use ordinance may likely render the property undevelopable on its own as a residential lot. Ms. Self has been marketing the property for considerably more than the Town's value and is concerned that the Town's value will affect her ability to sell the property. I have indicated to Ms. Self that some level of approval from the codes enforcement office (ie, backlot driveway designation) would likely be necessary. Ms. Self is upset that apparent zoning changes from approximately 4 years ago have affected her potential use of the property. The application for abatement is not signed by Ms. Self and it is likely that she simply wants her situation to be known by the Town. I am recommending that the Board deny the abatement because the request is for an increase in value and a tax abatement is not the appropriate remedy.
2. Timanous Inc. transfers a portion of its property off Plains Rd, along with a residential house to Jeffrey Cullens. The property transfer was processed and a new account was created for Mr. Cullens. However, the house was not transferred from the Timanous

account to the Cullens account. I am recommending that the Board abate Timanous for the value of the house and issue a supplemental assessment to Jeffrey Cullens for the omitted house value on his assessment. Because Mr. Cullens was not assessed at all for his improvements (only land), this represents an omission, which can be corrected with a supplemental assessment.

Sincerely,

Curt Lebel

Assessors Agent, Town of Raymond

# Certificate of Abatement

*36 M.R.S.A § 841*

**We, the Board of Assessors of the municipality of Raymond, hereby certify to Donald Willard, tax collector, that the accounts herein, contain a list of valuations of the estates, real and personal, that have been granted an abatement of property taxes by us for the April 1, 2013 assessment on December 10, 2013. You are hereby discharged from any further obligation to collect the amount abated.**

**Voted by the Raymond Board of Assessors on: December 10, 2013**

**Attest: \_\_\_\_\_ Don Willard, Town Manager**

Tax Year	#	M/L	ACCT#	OWNER OF RECORD	OLD ASSESSMENT	NEW ASSESSMENT	VALUATION ABATED	TAX AMOUNT	TAX RATE	MISCELLANEOUS INFORMATION
2013- 1		009-028	T0680R	Timanous Inc.	\$ 261,600.00	\$ 138,100.00	\$ 123,500.00	\$ 1,389.38	0.01125	Property owner sold 3.05 acres of land and house in March 2013. Property was assessed in error for the house. House assessment will be supplemented to the correct owner.
2013- 2		033-001	F3006R	Foster, Daniel A Foster Karen A	\$ 939,300.00	\$ 936,900.00	\$ 2,400.00	\$ 27.00	0.01125	Lot size correction. Parcel was assessed for incorrect amount of acreage.
2013- 3		010-015	S0520R	Gerrands Donny Gerrans Nancy	\$ 246,600.00	\$ 176,700.00	\$ 69,900.00	\$ 786.38	0.01125	Property owner requested this lot be combined with the owners adjoining lot 14 for 2013. This was not done in error. Abatement represents amount of change in valuation from combining lots.
2013- 4		017-054	O0140R	Oakes Carol A	\$ 133,800.00	\$ 129,700.00	\$ 4,100.00	\$ 46.13	0.01125	Lot size correction. Parcel was assessed for incorrect amount of acreage.
2013- 5		PP	F0008P	Fontaine Nancy William Fontaine	\$ 17,500.00	\$ -	\$ 17,500.00	\$ 196.88	0.01125	Assessed in error for Camper Trailer which was sold. Fontaines are correctly assessed for new Trailer on Acct F0018P
2013- 6		PP	M9201P	MacDonald Lisa	\$ 8,100.00	\$ -	\$ 8,100.00	\$ 91.13	0.01125	Assessed in error for camper trailer which was sold. New owner was correctly assessed for trailer on Acct T9400P
2013- 7		PP	GB001P	Graybar Financial Services LLC	\$ 12,900.00	\$ -	\$ 12,900.00	\$ 145.13	0.01125	Equipment assessed to Graybar in error. Reported equipment disposed in return of parent company CIT Tech. Assessors Office was unaware this disposal was for the Graybar account.
2013- 8		PP	I7209P	Inergy Propane LLC	\$ 175,600.00		\$ 175,600.00	\$ 1,975.50	0.01125	Personal Property assessed in error. Property owner filed amended return in June 2013 indicating that taxable items were reported to the jurisdiction hosting the tank depot. Amended return was not processed in error.
					<b>TOTALS</b>		<b>\$414,000.00</b>	<b>\$4,657.53</b>		

## *Tax Abatements Denied*

*36 M.R.S.A § 841*

***We, the Board of Assessors of the municipality of Raymond, have hereby considered the abatement requests of the following list of estates, real and personal, and have voted to deny the following applications for abatement of the April 1, 2013 assessment on December 10, 2013.***

***Voted by the Raymond Board of Assessors on: December 11, 2012***

***Attest: \_\_\_\_\_ Don Willard, Town Manager***

Tax Year	M/L	ACCT#	APPLICANT	ASSESSED VALUATION	REASON FOR DENIED APPLICATION FOR ABATEMENT
2013	015-088	S9105R	Joanne Self	\$ 14,600.00	Applicant has filed this abatement request in complaint that the property is undervalued for tax purposes. Tax abatements are the legal remedy for over valuation issues. Issues relating to undervaluation must be corrected upon the next annual assessment. The assessment cannot be raised once committed for that tax year. The property valuation was reduced upon staff discovery that the parcel is non conforming and is not buildable without a back lot driveway approval. It is questionable whether this approval can be granted given the property layout. This potential change in approved use appears to be the result of land use ordinance changes from 4 years ago. It is the opinion of the assessors that a reduction in valuation was warranted in this instance as the most likely purchaser, without back lot driveway designation will be an abutting land owner.



## TOWN OF RAYMOND

### SUPPLEMENTAL TAX CERTIFICATE

*State of Maine 36 M.R.S.A. § 713*

We, the undersigned, Assessors of the Municipality of Raymond, Maine, hereby certify that the foregoing list of estates and assessments thereon, recorded in page 429 of this book, were either invalid, void or omitted by mistake from our original invoice and valuation and list of assessments dated the 10th day of September 2013, that these lists are supplemental to the aforesaid original invoice, valuation and list of assessments, dated the 10th day of December, 2013, and are made by virtue of Title 36, Section 713, as amended.

Given by our hand this \_\_\_\_\_ 10th \_\_\_\_\_ day of December, 2013.

\_\_\_\_\_  
Sam Gifford

\_\_\_\_\_  
Lonnie Taylor

\_\_\_\_\_  
Joe Bruno

\_\_\_\_\_  
Teresa Sadak

\_\_\_\_\_  
Mike Reynolds

Assessors, Town of Raymond



## TOWN OF RAYMOND

### SUPPLEMENTAL TAX WARRANT

*State of Maine 36 M.R.S.A. § 713*

County of CUMBERLAND, ss.

To: DONALD WILLARD, Tax Collector

of the Municipality of RAYMOND, within said County of  
CUMBERLAND.

#### GREETINGS:

Hereby are committed to you a true list of the assessments of the estates of the person(s) hereinafter named. You are hereby directed to levy and collect each of the person(s) named in said list his respective proportion, therein set down, of the sum of \$ 1,389 dollars and 38/100 cents, it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated September 10, 2013 are extended thereto; and we do hereby certify that the list of  
(here insert date of original warrant)

assessments of the estates of the persons named in said list is a supplemental assessment laid by virtue of Title 36, Section 713, as amended and the assessments and estates thereon as set forth in said list were either invalid, void, or omitted by mistake from the original list, committed unto you under our warrant dated September 10, 2013.

original date of warrant

Given by our hands this 10th day of December, 2013.

\_\_\_\_\_  
Sam Gifford, Chairman

\_\_\_\_\_  
Lonnie Taylor, Vice Chair

\_\_\_\_\_  
Joe Bruno, Parliamentarian

\_\_\_\_\_  
Teresa Sadak

\_\_\_\_\_  
Mike Reynolds  
Assessors, Town of Raymond

Cc: Deputy Tax Collector

## TOWN OF RAYMOND - SUPPLEMENTAL TAX WARRANT LIST

We, the undersigned, Assessors of the Municipality of Raymond, hereby certify, that the foregoing list of estates and assessments, contain a list of valuations of the estates, real and personal, that were omitted from our original invoice and valuation and list of assessments dated September 10, 2013 and to be supplemented for the 2013 assessment as of December 10, 2013.

Signed \_\_\_\_\_, Assessor

Signed \_\_\_\_\_, Assessor

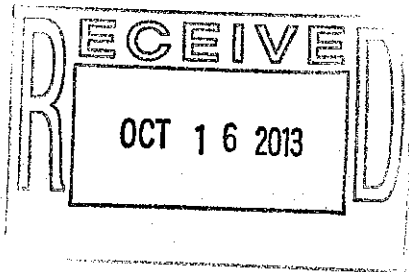
Signed \_\_\_\_\_, Assessor

Signed \_\_\_\_\_, Assessor

Signed \_\_\_\_\_, Assessor

Signed \_\_\_\_\_, Assessor

M/L	OWNER OF RECORD	ADDRESS	SUPPLEMENTAL VALUATION	ACCT #	TAX DOLLARS	MISCELLANEOUS INFORMATION
009-028-A	Cullens, Jeffrey S	PO Box 488 Windham, ME 04062	\$123,500.00	C9312R	\$1,389.38	Assessment of improvements to this owner were ommitted from the original commitment of taxes.
					\$1,389.38	



**APPLICATION FOR ABATEMENT OF PROPERTY TAXES**  
(Title 36 M.R.S.A., Section 841)

This application must be signed and filed with the municipal assessor(s). A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued. Attach supporting documents as needed.

1. Name of Applicant:	Joanne Self
2. Mailing Address and Phone Number:	3401 Beatty Drive 916/933-8933 El Dorado Hills, CA 95762
3. Tax year for which abatement is requested:	July 1, 2013 to June 30, 2014
4. Map/Lot #	Map/015 Lot# 88
5. Assessed valuation:	\$14,600.00
6. Taxpayer's opinion of value:	Since we bought in 2004 & 2008 this lot has been assessed in excess of \$51,000 every year. Just de-valued my property \$37,100.00 now that I'm trying to sell it. Been told it's because it has just come to the assessor's attention that it is a non-conforming lot (road frontage) & possibly not a buildable lot because of planning & zoning amendments to code in 2009. We bought this lot free & clear of building & zoning restrictions & have never been notified of changes until now. It is now assessed at \$10,000 below what we paid.
7. Reasons for requesting abatement (please be specific, stating grounds for belief that property is <u>under</u> overvalued for tax purposes):	

To the assessing authority of the Town of Raymond,

In accordance with the provisions of Title 36 M.R.S.A., Section 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

Revised 02/10



Have been trying to get an answer as to why this 3.57 acre piece was assessed over \$51,000 when our 6.41 acre piece has been assessed at only \$10,000 more - \$60,000. Kind of went with the assumption it's because there is an old graded, rock-lined road up through it. Our understanding is that way back it was used as emergency egress for flooding. Either way, always felt it was assessed a bit high, & now it's definitely assessed too low.

I like the idea of paying lower taxes especially if the town of Raymond has declared it unbuildable & I'm now stuck with something I can't sell for what we put into it. But I was hoping to get it sold for a fair price & be done with it. This assessed value will definitely not make that possible. We've owned property there & paid taxes since 1995. Something seems very wrong with the way this was done & I'm the one left with a worthless investment - only because the town changed an ordinance with no notification to landowners. Again, it wasn't that way when we purchased it.

**Subject:** Re: Fwd: Account S9105R Map 015 Lot 88

**From:** Curt Lebel <curt.lebel@raymondmaine.org>

**Date:** 10/3/2013 11:34 AM

**To:** self@citlink.net

**CC:** Danielle Loring <danielle.loring@raymondmaine.org>, Chris Hanson <chris.hanson@raymondmaine.org>

Ms. Self,

Thank you for your inquiry regarding your assessment of Map 15 Lot 88. I would like to take a moment to address some of the concerns outlined in your email. It came to my attention late in the development of assessment values for 2013 that your property known as lot 88, was not conforming in the traditional sense (Road frontage) and may not be a developable lot without a back lot driveway designation. It is unclear at this point whether the parcel in its configuration on the assessment date can achieve the requirements for this approval. Based on this information I elected to continue to value this property separately, but as axillary to parcel 86, thus the reduction in assessed valuation. In terms your concerns about process, no notice is required by law of changes in assessment, other than the completed valuation book. Further, there is no provision in Maine law requiring even that taxes bill be sent. As for cause, I have addressed my reasoning above for the change in valuation. In regards to the April 1, assessment date, all property is set as to its value and situation on this date in the annual commitment. This does not mean that no valuation development is done prior to or after this date. Valuation of property towards the annual commitment is a year long process and all valuations are to be considered tentative up until they are warranted to the Tax Collector for collections.

It is not uncommon for properties to be banded together for tax purposes. This alone should not effect the marketability of the property. (i.e when splitting 4 acres out of a 20 acre lot, the assessment on the 4 acres would be excess at the time of sale) Questions regarding the properties conformance with the local ordinance, however, can effect the marketability of the property and it would be prudent to address any code related concerns sooner rather than later.

Thank you for your inquiry, if you have further questions, please feel free to contact our office. I would also encourage you to have a discussion with the code enforcement office if you intend to market this property as a developable residential lot in order to ensure to the greatest extent possible, its compliance with local ordinances.

Thank you,

Curt Lebel  
Assessors, Agent  
Town of Raymond

On 10/3/2013 9:10 AM, Danielle Loring wrote:

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

**Subject:**Account S9105R Map 015 Lot 88

**Date:**Wed, 2 Oct 2013 09:29:23 -0700 (PDT)

**From:**[self@citlink.net](mailto:self@citlink.net) <[self@citlink.net](mailto:self@citlink.net)>

**Reply-To:**[self@citlink.net](mailto:self@citlink.net) <[self@citlink.net](mailto:self@citlink.net)>

**To:**[danielle.loring@raymondmaine.org](mailto:danielle.loring@raymondmaine.org) <[danielle.loring@raymondmaine.org](mailto:danielle.loring@raymondmaine.org)>

I got my tax bill Friday and lot 88 has been reassessed down to \$14,600. That's a devaluation of \$37,100. I don't think this can arbitrarily be done without any kind of notice or cause - or even some kind of compensation. Also it appears to be against Maine State tax law in making this change now as the regulation stated on the website reads it's fixed as of April 1st & this lot was still listed at assessed valuation of \$51,700 last month - you pointed this out to my real estate agent, Debbie Jabar, when clearing up another problem w/my other lot so they could both be listed correctly in August.

There is something really wrong with this! The lady we bought it from was required by the state to sign an acknowledgement that our purchase price was considerably lower than the assessed valuation at the time of purchase & you've lowered the assessed value almost \$10,000 below what we paid for it. It's the same piece of property as it was then. And, it has been on the market for months.

Any help you can give me in trying to set this right is appreciated.

Joanne Self



\*12RETTD\*

RETTD

MAINE REVENUE SERVICES  
REAL ESTATE TRANSFER TAX  
DECLARATION

TITLE 36, M.R.S.A. SECTIONS §§4641-4641N

Recorded On: Mar 13, 2013 10:19:09A  
Transfer Tax of 572.00  
State of Maine Transfer Tax  
Cumberland County  
Doc #: 14725

Bk: 30464

Pg: 142

BOOK/PAGE—REGISTRY USE ONLY

## 1. County

Cumberland

## 2. Municipality/Township

Raymond

3. GRANTEE/  
PURCHASER

3a) Name LAST or BUSINESS, FIRST, MI

CULLENS

JEFFREY

S.

3c) Name LAST or BUSINESS, FIRST, MI

3e) Mailing Address

P.O. BOX 488

3f) City

WINDHAM

3g) State

ME

3h) Zip Code

04062

4. GRANTOR/  
SELLER

4a) Name LAST or BUSINESS, FIRST, MI

TIMANOUS INC.

4c) Name LAST or BUSINESS, FIRST, MI

4e) Mailing Address

85 PLAINS ROAD

4f) City

RAYMOND

4g) State

ME

4h) Zip Code

04071

## 5. PROPERTY

5a) Map

9

Block

Lot

28

Sub-Lot

0

5b) Type of property—Enter the code number that best describes the property being sold (See instructions)→

201

Check any that apply:

☐ No tax maps exist☐ Multiple parcels☒ Portion of parcel

5d) Acreage

3.05

5c) Physical Location

347 Meadow Road

## 6. TRANSFER TAX

6a) Purchase Price (If the transfer is a gift, enter "0")

6a

\$ 130,000.00

6b) Fair Market Value (enter a value only if you entered "0" in 6a) or if 6a) was of nominal value)

6b

\$ 130,000.00

6c) Exemption claim - ☐ Check the box if either grantor or grantee is claiming exemption from transfer tax and explain.

## 7. DATE OF TRANSFER (MM-DD-YYYY)

03 11 2013

MONTH DAY YEAR

8. WARNING TO BUYER—If the property is classified as Farmland, Open Space, Tree Growth, or Working Water-front a substantial financial penalty could be triggered by development, subdivision, partition or change in use.

☐ CLASSIFIED

9. SPECIAL CIRCUMSTANCES—Were there any special circumstances in the transfer which suggest that the price paid was either more or less than its fair market value? If yes, check the box and explain:

10. INCOME TAX WITHHELD—Buyer(s) not required to withhold Maine income tax because:

☒ Seller has qualified as a Maine resident☐ A waiver has been received from the State Tax Assessor☐ Consideration for the property is less than \$50,000☐ Foreclosure Sale

## 11. OATH

Aware of penalties as set forth by Title 36 §4641-K, we hereby swear or affirm that we have each examined this return and to the best of our knowledge and belief, it is true, correct, and complete. Grantee(s) and Grantor(s) or their authorized agent(s) are required to sign below:

Grantee

Date

3/11/13

Grantor

Date

3-11-13

Grantee

Date

Grantor

Date

## 12. PREPARER

Name of Preparer Gateway Title of Maine, Inc.

Phone Number (207)553-2310

Mailing Address 25 Spring Street, Suite A,  
Scarborough, ME 04074

E-Mail Address scarborough@gatewaytitleme.com

Fax Number (207)553-2313

SPR

<http://www.maine.gov/revenue/propertytax/transfer/transfer.htm>

## WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, THAT, **Timanous Inc.**, a Maine Corporation of Raymond, County of Cumberland and State of Maine, FOR CONSIDERATION PAID, grants to **Jeffrey S. Cullens**, of Windham, County of Cumberland and State of Maine, with WARRANTY COVENANTS, the following described real property located in the City/Town of Raymond, County of Cumberland and State of Maine, being bounded and described as follows, to wit:

A certain lot or parcel of land together with buildings thereon situated on the easterly side of Meadow Road, also known as Route 121, in the Town of Raymond, County of Cumberland and State of Maine, bounded and described as follows:

Beginning at a point marked by an iron rod set on the easterly sideline of Meadow Road. Said iron rod being located along said sideline on a course S 10° 34' 52" E a distance of 420.06' from an iron rod found with a cap marked "PLS 2089" located at the southwesterly corner of land now or formerly owned by Central Maine Power Company per deed Book 3053, Page 77.

Thence N 78° 42' 23" E a distance of 255.50' to an iron rod set.

Thence S 11° 14' 37" E a distance of 525.00' to an iron rod set.

Thence S 78° 42' 23" W a distance of 42.10' to a 1 ½" iron pipe found at the southeasterly corner of land now or formerly of Timanous Inc. per deed Book 6960, Page 21.

Thence S 78° 42' 23" W continuing along land of said Timanous Inc. a distance of 209.90' to a 1 ¼" iron pipe found at the easterly sideline of Meadow Road.

Thence N 11° 17' 57" W along the easterly sideline of Meadow Road a distance of 210.01' to a ¾" iron rod found in a rock.

Thence N 11° 50' 36" W along the easterly sideline of Meadow Road a distance of 315.00' to an iron rod set at the point of beginning.

Also including that part of Meadow Road to the centerline of the right of way as described in deed Book 6960, Page 21.

MAINE REAL ESTATE TAX PAID

Excepting from that part of land described in deed Book 6960, Page 21 within the bounds of Meadow Road, land granted to the State of Maine per Book 1420, Page 4.

The above described property is subject to an easement to Central Maine Power Company per deed Book 2184, Page 239.

All iron rods set are 5/8" steel rebar with a yellow plastic cap marked "Flynn PLS 2291". All bearings are magnetic 2013.

Meaning and intending to convey a 3.05-acre parcel of land as shown on a boundary survey plan for Timanous, Inc. by Flynn Land Surveying, LLC, dated February 1, 2013.

Being portions of the same premises conveyed to the Grantor herein by deed from Camp Timanous recorded in the Cumberland County Registry of Deeds in Book 5088, Page 162 and by Warranty Deed from John W. Blake and Beverly S. Blake recorded in the Cumberland County Registry of Deeds in Book 6960, Page 21.


The premises are conveyed together with and subject to any and all easements or appurtenances of record, insofar as the same are in force and applicable.

IN WITNESS THEREOF, Timanous, Inc. has caused this instrument to be executed by David W. Sutor, its President, this 8<sup>th</sup> day of March, 2013.

Witness

Timanous Inc.

Received  
Recorded Register of Deeds  
Mar 13, 2013 10:19:09A  
Cumberland County  
Pamela E. Lovley

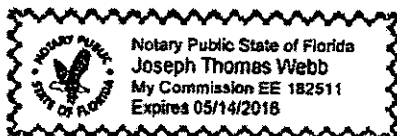
  
By: David W. Sutor  
Its: President

STATE OF FLORIDA  
COUNTY OF LEE, ss.

March 8, 2013

Personally appeared the above-named David W. Sutor, in his capacity as President, and acknowledged the foregoing instrument to be his free act and deed and the free act and deed of said Timanous, Inc.

Before me,

  
Notary Public/Attorney-at-Law

Property Location: 347 MEADOW RD  
Vision ID: 587

Account # T0680R

MAP ID: 009/028/000/000/

Bldg #: 1 of 1

Bldg Name:

Sec #: 1 of 1

State Use: 1010  
Print Date: 10/04/2013 11:44

CURRENT OWNER			TOPO			UTILITIES			STRT/ROAD			LOCATION			CURRENT ASSESSMENT		
TIMANOUS, INC.	4	Rolling	5	Well	3	Unpaved	3	Rural									
C/O DAVID W. SUITOR	8	Ledge	6	Septic													
85 PLAINS ROAD																	
RAYMOND, ME 04071																	
Additional Owners:																	

SUPPLEMENTAL DATA										VISION							
Other ID:	009028000000	SEND VALU	TAP	Field 8	Field 9	Field 10											
TIF CODE																	
USE PROGRAM																	
TG ENROLL Y																	
TG PLAN YR																	
LDI TYPE																	
GIS ID:	009028000000	ASSOC PID#															

RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	QU	WT	SALE PRICE	V.C.	PREVIOUS ASSESSMENTS (HISTORY)									
TIMANOUS, INC.	30464/ 142	03/13/2013	U	1		130,000	00	Yr.	Code	Assessed Value	Yr.	Code	Assessed Value	Yr.	Code	Assessed Value	
TIMANOUS INC	6960/ 21							2013	1010	123,500	2012	1010	123,500	2011	1010	123,500	
								2013	1010	138,100	2012	1010	141,100	2011	1010	141,100	
Total:										261,600	Total:				264,600	Total:	264,600

EXEMPTIONS				OTHER ASSESSMENTS				This signature acknowledges a visit by a Data Collector or Assessor	
Year	Type	Description	Amount	Code	Description	Number	Amount		
Total:									
APPRaised VALUE SUMMARY									
Appraised Bldg. Value (Card)								123,500	

ASSESSING NEIGHBORHOOD										APPRAISED VALUE SUMMARY							
NBHD/SUB		NBHD NAME		STREET INDEX NAME		TRACING		BATCH		Appraised Bldg. Value (Card)	123,500	Appraised XF (B) Value (Bldg)	123,500	Appraised OB (L) Value (Bldg)	138,100	Appraised Land Value (Bldg)	138,100
0001/A										Appraised Land Value	138,100	Total Appraised Parcel Value	261,600	Valuation Method:		Exemptions	0

NOTES										BUILDING PERMIT RECORD							
BLUE										Permit ID	Issue Date	Type	Description	Amount	Insp. Date	% Comp.	Date Comp.
4/2004 009/027 MERGED INTO THIS LOT																	
house was imposed to be transferred to/										VISIT/CHANGE HISTORY							
land split to 009-28A, Need statement										Date	Type	IS	ID	Cd	Purpose/Result		
										9/1/2005			LR	40	No Change Hearing		
										12/21/2004			BB	07	Measur/Inf/Dr Info taken		

BUILDING PERMIT RECORD										VISIT/CHANGE HISTORY				
Permit ID	Issue Date	Type	Description	Amount	Insp. Date	% Comp.	Date Comp.	Comments	Date	Type	IS	ID	Cd	Purpose/Result
									9/1/2005			LR	40	No Change Hearing
									12/21/2004			BB	07	Measur/Int/Dr Info take







