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**BOARD OF SELECTMEN
AGENDA
September 2, 2014
7:00 p.m.
Broadcast Studio
423 Webbs Mills Road**

SELECTMEN'S MEETING

- 1) Call to order**
- 2) Minutes of previous meeting dated:**
 - **August 12, 2014**
- 3) New Business.**
 - a) Consideration of Planning Board Bylaws Amendment- Danielle Loring, Executive Assistant**
- 4) Unfinished Business**
 - a) Consideration of Raymond Village Library Memorandum of Understanding – Christine Frantz, RVL Trustee**
 - b) RSU Withdrawal Ballot Question – Teresa Sadak, Selectmen**
 - c) Tax Acquired Property Update – Danielle Loring, Executive Assistant**
- 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) Selectmen Comment**
- 7) Town Manager Report and Communications.**
 - a) Confirm date for next regular meeting:**
 - **September 16, 2014 (Special)**
 - **October 14, 2014**
- 8) Fiscal Warrants – September 2, 2014**
 - **Payroll Expense Summary Warrant**
 - **Treasurer's Warrant**
 - **County Tax Warrant**
- 9) Adjournment.**

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

Board of Selectmen Agenda: September 2, 2014

Deadline for October 14, 2014 Agenda is October 3, 2014



**BOARD OF SELECTMEN
AGENDA SUMMARY**

September 2, 2014

7:00 p.m.

Broadcast Studio

423 Webbs Mills Road

SELECTMEN'S MEETING

1) Call to order

2) Minutes of previous meeting dated:

- **August 12, 2014**

3) New Business.

a) Consideration of Planning Board Bylaws Amendment- Danielle Loring, Executive Assistant

In March 2014, the Planning Board members unanimously voted to revise their Bylaws to make an addition to Section 2.5 "Other Business." This provision would require the Reviewing Authority (town staff/contractors) to bring forward any staff-level site plan reviews for the Board's consideration. The Planning Board is requesting that the Selectmen review these changes before they formally adopt the revised document.

4) Unfinished Business

a) Consideration of Raymond Village Library Memorandum of Understanding – Christine Frantz, RVL Trustee

The Library Board of Trustees expressed interest in entering into a Memorandum of Understanding (MOU) between the Town and Raymond Village Library (RVL) at the February 2014 Selectboard meeting. At that time the Selectmen asked that the Trustees work with the Town Manager to revise the draft agreement to address some of their concerns. Attached to the ePacket is the revised agreement with correspondence from trustee Ben Krauter, *Esq.*, regarding the changes made.

b) RSU Withdrawal Ballot Question – Teresa Sadak, Selectmen

Selectman Sadak will update the Selectboard regarding the ongoing petition to withdraw from the RSU and the potential for a question on the fall ballot.

c) Tax Acquired Property Update – Danielle Loring, Executive Assistant

Danielle Loring will update the Selectmen regarding current payment arrangements for accounts with matured liens. Attached to the ePacket is the original list of payment arrangements that was presented at the April 2014 meeting; the Tax Acquired Property Policy; and a recommendation from Conservation Commission Chair John Rand regarding retention of any of the non-payment arrangement properties.

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) Selectmen Comment

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

Board of Selectmen Agenda: September 2, 2014

Deadline for October 14, 2014 Agenda is October 3, 2014

7) Town Manager Report and Communications.

a) Confirm date for next regular meeting:

- **September 16, 2014 (Special)**
- **October 14, 2014**

8) Fiscal Warrants – September 2, 2014

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

9) Adjournment.

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

Board of Selectmen Agenda: September 2, 2014

Deadline for October 14, 2014 Agenda is October 3, 2014

RAYMOND, MAINE

PLANNING BOARD

BY LAWS AND RULES OF CONDUCT

ADOPTED: March 20, 1999

AMENDED: November 13, 2002

AMENDED: November 4, 2009

[REVIEWED: March 19, 2014](#)

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ARTICLE I - PURPOSE OF BYLAWS AND GENERAL PROVISIONS

- Section 1 The purpose of these Bylaws is to support the Maine Revised Statutes Annotated, Town Ordinances, and Comprehensive Plan to outline Standards for Review of the Planning Board of the Town of Raymond.
- Section 2 Planning Board members are expected to be reasonably knowledgeable in the application of these laws, regulations and Board policies and to abide by them.

ARTICLE II - MEMBERSHIP OF PLANNING BOARD

- Section 1 The Planning Board shall consist of seven (7) members who shall be appointed or reappointed by the Selectboard. Members shall serve three (3) year terms. Members shall be legal residents of the Town.
- Section 2 When a Board vacancy arises, the Town Selectboard shall, within sixty (60) days, if possible, appoint a person to serve the remaining portion of the term. Any person appointed to fill a vacated term may be re-appointed to a full term by the Selectboard.
- Section 3 Before assuming the duties of office, members shall be sworn in by the Town Clerk or by a designee of the Town Clerk who is authorized by law to administer an oath. The Town Clerk shall make a record that the member was sworn in.

ARTICLE III - ATTENDANCE POLICY

- Section 1 When a member is not able to attend a scheduled Planning Board meeting, notification will be made to Planning Board Secretary, in advance, if at all possible, in order to facilitate the work of the Planning Board at that meeting. If an extended absence is necessary, that member will discuss it with the Board in advance, if possible.
- Section 2 The Secretary will record the attendance at each meeting.
- Section 3 If a member is absent for three (3) consecutive meetings (without acceptable reason, or prior arrangement), the chairman will contact that member to ascertain if that member is able to continue on the Board. If the response is negative, the chairman will notify the Board of Selectmen to accept that member's resignation. A written letter of resignation shall be required in order that it may be included in both Boards' files.
- Section 4 If a member is unable to attend on a regular basis, the Chairman shall contact that member to discuss the situation and ascertain if the member, in the future, can attend on a regular basis. If response is negative, the procedure will be the same as #3.
- Section 5 If the response to the for reasons outlined in #3 and #4 is positive, that member will continue to serve on the Board.

Section 6 If the conditions outlined in section 3 and 4 develop a second time, the chairman shall contact that member and ask for that member's written resignation, present the resignation to the Board of Selectmen, and request the Selectmen to appoint a new member.

ARTICLE IV - SELECTION AND AUTHORITY OF OFFICERS

Section 1 The Planning Board officers shall consist of the Chair and Vice-Chair. The Chair and Vice-Chair shall be nominated and elected from the Board membership.

Section 2 The election of officers shall be held at the beginning of the Board's regular meeting in June. If there are not sufficient members attending, the elections shall be held at the next available duly posted public meeting of the Board.

Section 3 The Chair and Vice-Chair shall each be elected by a two-thirds majority vote of a minimum of five Board members. If five (5) members do not meet at the June meeting, the elections will be held at the next available duly posted public meeting when the five (5) members are in attendance.

Section 4 The Chairman shall preside at all Board meetings and shall have the authority to rule on questions of evidence and procedure, to maintain order and determine the course of proceedings, and to take other such action as may be necessary and not inconsistent with these by-laws or other law to enable the Board to perform its duties and conduct its affairs. In the absence of the Chairman, the Vice-Chairman shall preside and have the same authority. If the Chairman and the Vice-Chairman are absent, the most senior member, based on uninterrupted years of service, shall preside as Chairman pro-tem. If there were more than one senior member, a vote of the remaining members would choose a Chairman pro-tem. The temporary Chairman is to have and exercise any and all authority conferred upon the permanent Chairman.

Section 5 Upon the vacancy of the Chair or Vice-Chair, a special election shall be held by the Planning Board to fill such vacancy.

ARTICLE V - ADMINISTRATIVE AND PROFESSIONAL SUPPORT

- Section 1 The Planning Board's administrative support shall be included in the annual municipal budget of the Town of Raymond. This support shall include, but not be limited to a secretary, legal counsel, contract planner, supplies, etc.
- Section 2 The Secretary shall be responsible for the minutes and records of the Board, agendas of regular meetings and special meetings. Notice of the meetings and hearings, scheduling of facilities, correspondence of the Board and other duties are carried out by a secretary. The Secretary shall keep a record of all resolutions, votes, transactions, correspondence, findings and conclusions of the Board. All records shall be deemed public and may be inspected at the municipal office during normal business hours. Meetings are broadcast live on the public access channel and/or rebroadcast at a later time. The DVD is the official legal record of the meeting (per 12/12/06 Selectman order). Copies may be signed out at the Town Office.
- Section 3 The Chair and/or designees of the Chair in conjunction with the Town Manager shall coordinate the retention of legal counsel and other professional assistance.

ARTICLE VI - CONDUCT OF MEETINGS, WORKSHOPS & EXECUTIVE SESSIONS

- Section 1 Meetings shall be conducted according to Robert's Rules of Order Newly Revised in all cases to which they are applicable, and in which they are not inconsistent with these bylaws. No official business may be conducted without a quorum present. A quorum shall consist of four (4) members. The determination of a quorum for any application shall not include any member who cannot participate due to a conflict of interest.
- Section 2 Meetings shall be open to the public, except when the Planning Board is in executive session.
- Section 3 Regular meetings of the Planning Board shall be held on the second Wednesday of every month. The Chair may reschedule the meeting date when the second Wednesday falls on a holiday. The Chair may call special meetings.
- Section 4 The consideration of each application, by the Board, shall be done in the context of a hearing. Conduct of hearings is further described in Article IX of these bylaws.
- Section 5 "Conflict of interest" means direct or indirect pecuniary interest.
- a. Direct pecuniary interest shall be when the applicant is a member of the Board or an owner of abutting or other property that is the subject of

the application or directly affected by the Board's decision.

- b. Indirect pecuniary interest shall be when the Board member has an interest in the application due to being an officer, director, partner, associate, employee or stockholder of a corporate applicant, or other business entity. Also included shall be when a Board member is a part of the applicant's immediate family, an employer or employee of the applicant or the applicant's immediate family. Immediate family shall mean spouse, parents, siblings, children, and grandchildren.
- c. Pecuniary interest shall also include a situation where the Board member, by reason of his/her interest is placed in a situation that may be viewed as temptation to serve his/her own personal interest instead of the public's interest.
- d. The decision of whether a member shall be disqualified from voting on a particular matter shall be made by a majority vote of the remaining members present. For the Board to decide that pecuniary interest exists, a significant impact on the Board member, his/her family, employee and/or employer must exist.
- e. The Board member shall make full disclosure of his/her interest, on the record, prior to any action being taken and shall abstain from voting and from other wise attempting to influence a decision in his/her capacity as a Board member.
- f. If a Board member abstains, he/she has the right to participate as a member of the public.

- Section 6 All comments addressed to the Board shall be made through the Chair.
- Section 7 All actions of the Planning Board shall be determined by a vote. A majority vote of the quorum present is needed to pass any motion and in no event shall a motion pass without a minimum of three (3) votes in the affirmative. When a motion results in a tie vote, the motion fails.
- Section 8 A motion to reconsider any item of business shall be made at the same meeting or at the next regular meeting, but not afterwards. Once a motion to reconsider has been decided upon, the item shall not be reconsidered. No motion to reconsider a vote passed at a previous meeting shall be in order for reconsideration at the next meeting unless an item to that effect is contained on the agenda for such next meeting or unless five of the Board members consent to such reconsideration.
- Section 9 All decisions must be based on whether the applicant has provided sufficient evidence to prove that all applicable law and ordinance requirements have been met.
- Section 10 An applicant may request, in writing, that an item be tabled, provided that the conditions in Article IX -, Section 4 have been met.
- Section 11 A record will be kept of meetings where official business is being conducted.

- Section 12 The Chair may call workshops for the purpose of updating zoning ordinances and other work relating to the Board's activities, providing the public is notified. The Board may have regular scheduled work sessions for development reviews.
- Section 13 All workshops are open to the public. The general public shall be barred from addressing the Board during a workshop unless a majority of the Board members permits the public to speak.
- Section 14 The Board, upon a vote of at least 3/5 of the members present and voting, may call for an executive session in accordance with Maine Revised Statutes.
- Section 15 The order of Business shall be in accordance with the established agenda as stated in ARTICLE VII, Section 2
- Section 16 No new item of business on the agenda may be brought up for discussion after 10:00 PM. Items not brought up for discussion because of this time deadline are to be placed on the agenda of the next regular meeting or on the agenda of a special meeting held at the convenience of the applicant and Board members. This rule may be waived by unanimous vote of the members present.
- Section 17 The Planning Board may delegate any member of the Town's staff as their designee.

ARTICLE VII - APPLICATION SUBMISSION AND DEVELOPMENT OF AGENDA

Section 1

- a. Town staff shall ensure that applicant is aware of required submission dates, meeting date(s) and time(s), fees (including application, review escrow and possible third party), and applicable information/materials for the application.
- b. Application deadlines for New Business or any pre-application request shall be twenty-six (26) days prior to the meeting date. The deadline for all other business is fourteen (14) days prior to the meeting date unless a public hearing needs to be noticed (including final plans to be signed). Requests for public hearings need to meet the twenty-six (26) day deadline. All - fees, escrow and materials for a complete application (less waivers requested) must be received by the deadline in order to be considered.
- c. Provided that a complete application (less waivers requested) is received by the applicable submission deadline, town staff will schedule a meeting and forward a complete copy of the application to Planning Board members and other appropriate staff (i.e. Fire Department, Code Enforcement, Public Works, Portland Water District, and Town Planner).
- d. Town staff comments (i.e. Fire Department, Code Enforcement, Public Works, and Town Planner) are forwarded to Planning Board and applicant/owner not less than five (5) days prior to the meeting.
- e. The applicant or their duly authorized designee must attend the hearing. The applicant is responsible for ensuring that their designee has the appropriate documents to represent the application before the Board.
- f. If the property owner is not the applicant for any given application, the applicant or his/her designee must have a letter from the property owner, addressed to the Board, stating that the applicant/designee is authorized to represent the owner for the purpose of the application.

Section 2 Regular meeting agendas shall be organized in the following format:

1. Open meeting:
 - a. Call to order
 - b. Opening Statement - The presiding officer shall open the hearing by describing, in general, the purpose of the hearing and the general procedure governing its conduct.
 - c. Declaration of a Quorum
2. Minutes - The Presiding officer will request approval of the minutes of the previous meeting (s).
3. Communications - The Board will review all communication. Communications will include, but not be limited to: comments and correspondence from the public and Town agencies, requests for

workshops, requests for site walks, and pre-application conferences. If an applicant is requesting the Board to sign mylars or copies of an approved application, all copies to be signed must be delivered to the Planning Board secretary at least fourteen (14) days prior to the meeting date.

4. Hearings:

- a. Unfinished business - The Board will continue the review of applications tabled at prior meetings. Applications whose time limit has expired shall be removed from the agenda by formal action of the Board.
- b. New business - The Board will review all new applications in accordance with established time constraints.

5. Other Business - This category shall include non-application items which require formal action.

- a. Staff Correspondence – The Board shall review Town Review Authority reports, or written approvals of staff level qualified review site plans, or other items of correspondence as it relates to formal action on requested di-minimus revisions to previous approved site or subdivision plans by the Town of Raymond. The Planning Board shall acknowledge receipt of the report or findings, and or make comments on the submitted materials for the Review authority's consideration.

6. Announcements

7. Adjournment

Section 3 Meeting agendas shall be posted at the Town Hall prior to the meeting. Only the public hearing items shall be advertised in “Lakes Region Weekly” and the “Bridgton News ” at least seven (7) days prior to the meeting date. In accordance with title 30-A, MSRA, Section 4403, Subdivisions shall be published in the Lakes Region Weekly” and the ”Bridgton News”, at least two times, at least 7 days before the public hearing.

ARTICLE VIII - PROCEDURES TO GIVE NOTICE TO PUBLIC AND ABUTTERS

Section 1 New Application:

The notice shall set forth the time and place of such hearing, the location of the building or lot, and the general nature of the request and shall be:

- a. Published in the ”Lakes Region Weekly” at least seven (7) days before such hearing. In accordance with title 30-A, MSRA, Section 4403, Subdivisions shall be published in the “Lakes Region Weekly ” and the ”Bridgton News”, at least two times, at least seven (7) days before the public hearing.
- b. Posted at Town Hall

- c. Mailed, via first class, to the owners of record of property abutting that property for which the application is taken prior to the date of the hearing. The owners of record shall be the property owner(s) listed in the Town's most current property owner database.

Abutting property shall mean Real Estate, which shares a common boundary. Abutting land includes, but is not limited to, land separated by a public or private way and within 250' of land that is held in common ownership.

- Section 2 Regular Meetings - All regular meetings shall be advertised as stated in Section 1 of this Article.
- Section 3 Workshops - Workshops will be announced at the regular meetings and will be posted at Town Hall.
- Section 4 The Board shall make a record of all hearings by an appropriate means. By a Selectboard vote on December 12, 2006, the official record is the recorded DVD of the meeting. Any individual or organization may obtain a copy of the record from the municipal office upon prepayment of the cost of reproduction, and postage. The request forms shall be available at the municipal office.

**ARTICLE IX - CONSIDERATION OF APPLICATIONS IN A HEARING
FORMAT**

- Section 1 The consideration of any application by the Board shall be done in the context of a hearing as described in this article.
- Section 2 The Presiding Officer at all public hearings shall be either the Chair or Vice-Chair, or a member of the Planning Board who is selected by those members present at the hearing. The Presiding Officer shall have authority to:
 - a. Rule upon issues of evidence
 - b. Regulate the course of the hearing
 - c. Rule upon issues of procedure
 - d. Administer oaths of affirmations, as necessary
 - e. Take such other actions as may be ordered by the Planning Board or that are necessary for the efficient and orderly conduct of the hearing, consistent with these rules and applicable statutes.
- Section 3 Witnesses - Witnesses shall be required to state, for the record, their name, residence address, business address, business or professional affiliation, the nature of their interest in the hearing, and whom they represent.
- Section 4 Continuances - All hearings conducted pursuant to these rules may be continued for reasonable cause. Continuances may be granted at the request of any person participating in such hearing if it is determined that a continuance is necessary. No continuance will be granted for a time period to exceed the ninety (90) day expiration date, unless the delay is caused by governmental agencies. All orders for continuances shall specify the time and place at which such hearing shall be reconvened.

Section 5 Regulation of certain devices- The placement and use of television cameras, still cameras, motion picture cameras or microphones at Planning Board hearings, for the purpose of recording the proceedings thereof may be regulated by the Chair or the Presiding Officer so as to avoid interference with the orderly conduct of the hearing.

Section 6 Evidence

- a. Generally - Evidence, which is relevant and material to the subject matter of the hearing of a type commonly, relied upon by reasonably prudent individuals in the conduct of their affairs shall be admissible. Evidence, which is irrelevant, immaterial, or unduly repetitious, shall be excluded.
- b. Official notice - The Planning Board may, at any time take notice of judicially cognizable fact, generally recognized facts of common knowledge to the general public and physical, technical or scientific facts within the specialized knowledge of the Planning Board.
- c. Documentary and Real Evidence - All documents, material and objects offered as evidences shall, if accepted, be numbered or otherwise identified. Documentary evidence may be received in the form of copies or excerpts if the original is not readily available. The Planning Board or the Presiding Officer may require, after prior oral or written reasonable notice, that any party offering any documentary or photographic evidence shall provide the Planning Board with an appropriate number of copies of such documents or photographs unless such documents or photographs are determined to be of such form, size or character as not to be reasonably susceptible to reproduction. All documents, materials and objects accepted into evidence shall also be available for public examination, with due notice, at the municipal office during normal business hours.
- d. Objections - All objections to rulings of the Presiding Officer regarding evidence or procedure shall be timely made during the course of the hearing. If after the close of the hearing and during its deliberations the Planning Board determines that any ruling of the Presiding Officer was in error, it may reopen the hearing or take such other action, as it deems appropriate to correct such error. The Board may rescind any approval, with due cause, within thirty (30) days of the original approval. Five members of the Board may call a meeting and the applicant must be duly notified.

Section 7 Testimony, Questions, Rebuttal and Submissions

- a. Applicant - The applicant shall be given the opportunity to present his/her case without interruption and may introduce documentary, photographic and real evidence including studies, reports, analyses and other information and therefore compiled by the staff or consultants for the purpose of the hearing.
- b. Interested parties - The Board and interested parties may ask questions through the Chair. Interested parties are those persons who request to offer testimony and evidence and to participate in oral cross-examination. Parties may be required to consolidate or join their

appearances in part or in whole if their interests or contentions are substantially similar and such consolidation would expedite the hearing. Municipal officers and Governmental agencies shall offer testimony at this time. All interested parties shall be given the opportunity to refute or rebut statements throughout the hearing.

c. The Presiding Officer may refuse to permit irrelevant, immaterial or repetitious questions or other questions which do not advance or serve the purpose of the hearing and shall state the basis for such refusal on the record when requested to do so by the party asking the questions.

d. The Presiding Officer may require that such questioning be conducted at the conclusion of the testimony of each category of witness rather than at the conclusion of the testimony of each witness. The Presiding Officer may impose reasonable limitations on the number of witnesses to be heard and on the nature and length of their testimony and questioning.

ARTICLE X -PLANNING BOARD PROTOCOL

Section 1. Planning Board meetings shall be conducted according to Robert's Rules of Order Newly Revised”:

a. All Planning Board members' comments and questions must be directed through the Chair and the Chair must recognize members before speaking.

b. After an applicant's presentation, the Chair shall poll the Board for comments and questions. The Chair shall be the last to comment or question.

c. Comments shall be succinct and non-repetitive.

Section 2. Motions:

a. Motions shall be stated in the affirmative.

b. After a motion is made and seconded, the Chair shall state it clearly and ask; “Are you ready for the question?”

c. No member shall speak twice to the question until after each Boardmember has had a turn.

d. When the debate wanes, the Chair shall clearly restate the motion and put it to a vote.

e. Motions shall be amended by the same process.

ARTICLE XI LEGAL EFFECT OF BYLAWS

Nothing in these Bylaws shall be deemed to modify or supplant any provision of any ordinance or statute providing for the Planning Board; and the provision of any such ordinance or statute shall remain in full force and effect and control these Bylaws if they should conflict.

ARTICLE XII AMENDMENTS

The Planning Board shall have the power to amend these Bylaws by five (5) affirmative votes at a Planning Board meeting provided that all Planning Board members have received written notice of potential Bylaws amendments at least seven (7) days prior to scheduled consideration of the proposed amendments (s).

EFFECTIVE DATE

These regulations are effective as of March 20, 1998 when the Planning Board of the Town of Raymond adopted them.

Paul J. White - Chair
Patrick R. Cayer

Steven J. Harvey
William C. Haskell
Harold L. Larson

Charles F. Lester
Mark G. Reed

These amended regulations are effective as of November 4, 2009 when amended by the Planning Board of the Town of Raymond.

Patrick Clark- Chair
Robert O'Neill- Vice-Chair

Samuel Gifford
Virginia Wallace
Bruce Sanford

Greg Foster
William Priest

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

Subject: Library agreement.

Date: Wed, 16 Jul 2014 14:52:59 -0400

From: Benjamin Krauter Esq.

[<ben@southernmainelegalservices.com>](mailto:ben@southernmainelegalservices.com)

To: 'Don Willard' [<don.willard@raymondmaine.org>](mailto:don.willard@raymondmaine.org)

The two changes included in number five that the board of trustees must agree to the town doing the libraries payroll, whereas the old copy simply said that you would have the discretion to do the payroll. The other change was in number six where the following sentence was added, "The Town will be responsible for including these costs in its yearly budget and asking for their appropriation at the town meeting. " whereas previously the agreement said that the town would be responsible for the work but didn't clarify it would bear the cost. Otherwise the agreement looked great to me. Any further questions don't hesitate to ask.

Benjamin B. Krauter Esq.

Southern Maine Legal Services

936 Roosevelt Trail #4

Windham, ME 04062

207-893-8218

AGREEMENT

RAYMOND VILLAGE LIBRARY AND THE TOWN OF RAYMOND, ME

This Agreement is entered into this ____ day of _____, 2014 between the Town of Raymond, a body politic located in Cumberland County, Maine (hereinafter "Town") and the Raymond Village Library, a 501 (C)(3) non-profit corporation with facilities located at 3 Meadow Road, Raymond, Maine (hereinafter "Library", the parties together hereinafter the "Parties").

WITNESSETH

Whereas, the Library's Board of Trustees is responsible for the policies and procedures necessary to ensure implementation of the Library's mission statement:

The Raymond Village Library is a community based informational, educational, and recreational facility dedicated to providing quality library service and resources in a welcoming atmosphere. The library will be responsive to the changing needs of the community, cooperate with other entities and strive to fulfill its role as a service oriented dynamic library; and,

Whereas, the Town and Library share an interest in providing exceptional library services to the Raymond community; and,

Whereas, the Library's Board of Trustees and Director manage all library operations and library policies; and,

Whereas, the Town has traditionally provided certain funding and services for the Library; and,

Whereas, the Parties wish to acknowledge certain responsibilities related to the Library building and grounds maintenance as well as other items.

Now, Therefore, in consideration of the foregoing and the covenants herein contained, the Parties hereby agree as follows:

1. The Library's Director shall implement the policies and procedures as directed by the Library's Board of Trustees.
2. The Library shall submit any requests for funding from the Town annually during the Town's budget preparation period; however, the Town is not obligated to approve any such funding request. Town appropriations are subject to town meeting approval.
3. The Library's Board of Trustees shall set the budget for the library.

4. The Library's Board of Trustees shall have exclusive control over expenditure of all monies collected, donated or appropriated for the library fund and shall review and approve all library expenditures.
5. The Town shall have the option, at the Town Manager's discretion, to process payroll and other personnel benefits as authorized by the Library. Any costs associated with such processing by the Town would be paid for by the Library. The Library shall be responsible to provide to the appropriate Town staff person charged with processing Town employee payroll with access to any and all information such appropriate Town staff person in his or her discretion deems necessary to administer payroll and benefits, including but not limited to income tax withholding information, health and life insurance information and retirement processing information that is applicable to Library employees. This provision is subject to the indemnification provisions of Paragraph 15. The Town is not the employer for Library employees.
6. The Town shall be responsible for maintenance and repair of the land on which the Library building sits, which the Town owns. The Town may, but is not required to, provide maintenance and repair services for the Library building subject to town meeting appropriation for any expenditure required in the provision of such services. The Library shall arrange to name the Town as an additional insured on the Library's general liability insurance policy for maintenance and repair related activities conducted by the Town.
7. The Town shall allow the Library to participate in joint purchasing with the Town for goods and services, at the Town Manager's discretion, as long as such participation is compatible and consistent with the Town's regular purchasing procedures and does not increase the cost of such purchasing to the Town unless the town meeting approves such additional appropriation or the Library pays for such additional costs itself.
8. The Library shall provide the Town with an annual accounting of the Library's finances and a long-range plan for services as it is developed.
9. The Library agrees to fundraise, invest, and seek grants to supplement any municipal appropriation that is approved by the town meeting.
10. The Town Manager and the Library Director shall be responsible for administering the terms of this Agreement.
11. By mutual agreement this Agreement can be modified by a written agreement between the Board of Selectmen and the Library's Board of Trustees. The party wishing to modify will provide written notice of its requested modifications to the other party.
12. This agreement can be terminated for any reason by the Town Board of Selectmen or the Library's Board of Trustees. The entity wishing to terminate will provide a 90-day written notice to the other party.

13. Notwithstanding anything else herein, the Town may expend money for the benefit of the Library only if such money has been appropriated by the town meeting.
14. Nothing in this Agreement, including requirements relating to insurance, shall, or is intended to, waive any defense, immunity or limitation of liability which may be available to the Town or to the Town's respective officers, agents and employees, under the Maine Tort Claims Act or any other privileges and/or immunities provided by law.
15. The Library agrees that it will indemnify and hold harmless the Town and its officers, officials and employees (each such person being called an "Indemnitee") against any and all losses, costs, damages, expenses and liabilities (collectively, the "Losses"), including, but not limited to, reasonable attorneys' fees and expenses, litigation and court costs, amounts paid in settlement and amounts paid to discharge judgments directly or indirectly resulting from one or more Claims (as defined herein). The term "Claims" as used herein shall mean all claims, lawsuits, causes of action and other legal actions and proceedings brought against any Indemnitee or to which any Indemnitee is a party, specifically relating to the activities and obligations relating to this Agreement, provided that the term "Claim" shall not include, and the indemnification herein shall not extend to, as to any Indemnitee, Losses that are determined by a court of competent jurisdiction by final and nonappealable judgment to have arisen in whole or in part (in which case this exclusion shall apply on a proportionate basis) from the gross negligence, bad faith or willful misconduct of such Indemnitee or the failure by such Indemnitee to observe and perform its duties without gross negligence, bad faith or willful misconduct as determined by a court of competent jurisdiction by final and nonappealable judgment. The obligations of the Library under this Section shall apply to all Losses or Claims, or both, that result from any event, occurrence, condition or relationship prior to termination of this Agreement, whether such Losses or Claims, or both, are asserted prior to termination of this Agreement or thereafter.

In Witness Whereof, the Parties have set their hands on the day and year first written above.

Signatures to follow on separate pages.

TOWN OF RAYMOND, MAINE

Board of Selectmen

Printed Name:

RAYMOND VILLAGE LIBRARY

Printed Name:

Title:

Mr. Hutchins read the warrant article into the record. Ms. Wallia corrected the date in which to exercise the agreement.

Mr. Leavitt suggested using the money from the timber sale toward the project.

MOTION: Mike Reynolds made a motion to send the warrant article from Raymond Conservation Commission to Annual Town Meeting; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: MOTION CARRIED (4/0/1 [ab JB])

d) Discussion and Consideration of Warrant Article Regarding Timber Harvest Revenue- Mike Reynolds, Selectmen

Mr. Reynolds explained his intention with the discussion. He saw taking the extra revenues and investing it in Town projects, such as the community interest survey, and using the remaining funds for conservation efforts. Mr. Bruno agreed with Mr. Leavitt's previous comment and thought the funds should be used in that manner.

The Board discussed the amount of funds expected from the timber sale and revising the motion to designate the funds to the previous cause.

MOTION: Teresa Sadak motioned as a member of the prevailing side to reconsider the previous action where by we voted to take the \$20,000 from the general fund and replace it with tree harvest funds; seconded by Mike Reynolds.

DISCUSSION: None.

VOTE: MOTION CARRIED (4/0/1[ab JB])

e) Consideration of Memorandum of Understanding (MOU) with Raymond Village Library (RVL) – Mike Reynolds, Selectmen

Norma Richards, Library Board member, explained that Raymond Village Library (RVL) was investigating whether there should be a change in the organization and develop a more formal relationship with the Town while gaining some administrative assistance and long term stability with the Town. They were looking to meet the future needs of the community and formalize the in-kind relationship with the Town. They were particularly interested in operational assistance in payroll and human resources as well as increasing communication as well as potential cost savings because of the Town's buying power.

Elisa Gifford, Trustee, explained the changes that had been made over the past year. She felt that this proposed relationship could help encourage active and dynamic growth, and the Town would benefit because families and businesses would choose to relocate to the Town

Mr. Reynolds explained that he was the Board representative and that this has been in the works for the last ten years. He did not feel that the supported services would burden the Town, and no additional staff would be required to meet these requests. He explained that the Town's attorney had made recommendations on how to improve the document. He explained that the first change being proposed is that the document would be that it need to be an agreement. Additionally, the library would pay for any increases imposed to the town and there would need to be changes to numbers 2, 5, 7, & 8 as well as the additional of indemnification agreement language. He felt that the Board could make a preliminary decision with the

The Selectmen may take ite

**Per the "Minutes Policy," reviewed and approved August 17, 2010 by the Board of Selectmen, written minutes will only serve as a supplement or guide to the official record, which is the DVD. DVD's can be purchased for a nominal fee or borrowed at the Town Office*

understanding that the needed to be finalized.

Mr. Willard agreed with codifying the relationship between the two groups, and the Board could authorize him to finalize the agreement.

Mr. Bruno was concerned with setting the precedent for combining the efforts and then having to do it for all the nonprofit groups in Raymond. He was concerned that the relationship would not work they way they wanted to, in terms of insurance, and felt that there were other ways to support the group, such as additional funding. Mr. Reynolds responded that Scarborough was using this model and supplying the insurance in the same way that was suggested. The Library would still act as a 501(C)3 and make independent funding requests.

Mrs. Sadak felt that there were a lot of questions that needed to be answered and wanted the document to be brought back when it was ready to be finalize.

Mr. Reynolds stated that he did not feel that all groups would benefit the Town as a whole the way that the Library did.

Chairman Gifford asked if there were other groups that had attempted this and was not concerned with setting a precedent because he did not think that this would be a request likely to been seen from other groups. Mr. Taylor was concerned with offering the benefit of joining the Town for one group and not offering for all. Mr. Reynolds explained that the other groups did not have employees and the Town would only be processing the benefits. Mrs. Sadak asked if the benefit level was equivalent for both groups, and Mr. Willard responded that the Library would retain control over all their benefits but will be competitive with like positions. Mr. Reynolds added that Tassel Top also currently had this arrangement with the Town. Mr. Willard also explained that it was not uncommon to see this arrangements but there there were a range of options.

Mr. Bruno was concerned with the language and the relationship. Mr. Taylor felt that the more ways the Library was able to cut their cost and improve services.

Mr. Leavitt stated that he was concerned with the document. He felt that the maintenance of the building should be investigated as well as the relationship between the two groups and any unintended consequences.

Mrs. Richard state that the intention of presenting this was to get feedback and direction. They were not asking to be a Town department because of the associated costs and were amicable toward researching a different kind of agreement.

Mr. Taylor also thought that it was a good idea to look at other options and was concerned with the unintended consequences. He thought that they should consider additional funding.

Mrs. Sadak felt that they should let Town Manager negotiate the document but bring it back for final approval.

Marrie Commie, RVL treasurer, stated that they have been looking for endowment. She also pointed out that the building was on Town property

Mr. Leavitt explained that there was \$100,000 that the library had its disposal. Ms. Commie explained how that money was being utilized and the expenses that were coming out. She addressed how it was not a sustainable income source.

The Selectmen may take ite

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Sally Holt, Library Director, explained that the Library wanted to serve a more diverse background and make it a community resource. They saw this combined as effort as an opportunity to expand their offerings as well as support the Library staff in a needed way.

f) Consideration of Planning Board Warrant Articles- Danielle Loring, Planning Board Secretary

Danielle Loring, Planning Board Secretary, explained that the Board had held a public hearing to receive comment on the subject articles. She explained that there had been some changes made to the language but it was not deemed as substantive by the Town's attorney, therefore not requiring an additional public hearing.

1. Proposed Article 1: Land Use Regulation Map (VOTE 4/1)

Mrs. Loring explained the intent to correct a conflict between the DEP's and the Town's classification of Panther Run. There were no public or board comments regarding the proposed changes.

MOTION: Mike Reynolds motioned to recommend and send the article to Town Meeting; seconded by Teresa Sadak.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0 [JB absent])

2. Proposed Article 2: Land Use Ordinance Commercial District Parking (VOTE 5/0)

Mrs. Loring explained that the change would remove parking from bulk and space, which could only be waived through the Zoning Board of Appeals via the State's four criteria of hardship, and create standards and waiver criteria for the Planning Board. She explained that this would improve consistency and allow for some area of compromise of the commercial businesses.

Mr. Leavitt stated that he did not feel that it was difficult to get a variance.

MOTION: Mike Reynolds motioned to recommend and send the article to Town Meeting; seconded by Teresa Sadak.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0 [LT Absent])

3. Proposed Article 3: Repeal of Residential Growth Management Ordinance (VOTE 5/0)

Mrs. Loring explained the restrictions that the ordinance posed on growth management permits and that there was no growth factor. She explained that the Town's attorney had recommended it for repeal while reserving its space in case it was needed in the future.

Mr. Leavitt stated that he had thought that the ordinance was always a bad policy because economy would be the greatest driver of growth.

JB; LT 5/0

4. Proposed Article 4: Changes to Site Plan Review Classifications (VOTE 5/0)

MOTION: Joe Bruno motioned to recommend and send the article to Town Meeting; seconded by Lonnie

The Selectmen may take ite

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Sheet1

NAME	AMOUNT	PAYOFF				
COX,JEFFREY	\$850.00	54 MONTHS				
LEWIS JAMES	\$50.00	20 MONTHS				
REED/CALLOW/JAQUES	\$200.00	34 MONTHS				
THORNE SIDNEY	\$765.00	51 MONTHS				
THORNE SIDNEY	\$115.00	48 MONTHS				
VALL ENTERPRISES LLC	\$200.00	24 MONTHS				
MOORE JENNIFER	NO RESPOND	063/011A	LAND	3 ACRES	\$1,797.98	\$54,900.00
RUDBALL	NO RESPOND	053/036	RES	.13 ACRES	\$3,016.50	\$130,300.00
SQUARE J REALTY	NO RESPOND	053/032	LAND	1.3	\$1,077.21	\$39,100.00

Thanks for checking in Danielle. Based on size, area development and our current conservation work load, these properties do not represent a conservation priority for the RCC at this time. I recommend the town sell them for and capture some of the ~\$90k of value that they have.

John

From: [Danielle Loring](#)

Sent: Friday, July 18, 2014 9:40 AM

To: [John B. Rand](#)

Subject: 2014 TAP

Good Morning John,

Attached I have two more Tax Acquired Properties to be considered by the Conservation Commission. I know that this is your off season but if you could look at them and let me know if you think that there would be any interest in the Town retaining them, I would appreciate it.

Thank you,

Danielle

MOTION: Joe Bruno motioned to withdraw motion and make motion to accept warrant; seconded by Lonnie Taylor.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

c) Consideration of Ballot Clerks and Election Moderator/Warden for June 10, 2014 Referendum– Louise Lester, Town Clerk

MOTION: Mike Reynolds motioned to accept ballot clerk list as presented; seconded by Teresa Sadak.

DISCUSSION: Sam Gifford felt that it was a lot of clerks, and Ms. Lester explained that she needed 35 for an election.

VOTE: UNANIMOUS APPROVAL (5/0)

Ms. Lester clarified whether that included Laurie Forbes as the moderator, and Mr. Gifford confirmed.

4) Unfinished Business

a) Tax Acquired Property Update – Sue Carr, Deputy Tax Collector

Mr. Reynolds asked if the payments included the current years taxes, and Mrs. Carr explained that it did not include the current payments.

Mr. Reynolds explained that the payment arrangements were not meeting the five year deadline. Mrs. Carr explained the circumstances with each property. She explained that some would give extra money if it was available. Mr. Reynolds explained that his concern was whether it included the currently yearly and the monthly payments. Mr. Reynolds asked about certain accounts and explained that they were not in compliance with the policy and felt that there needed to be more aggressive collections being made.

MOTION: Mike Reynolds motioned that Cox, Lewis, Moore, Reid, Rudball, Square J, Thorne and Val all get 30 day extensions to make significant payments or any residential land would be referred to the Conservation Commission and residential properties referred back to the Board for further consideration; seconded by Joe Bruno.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

5) Public Comment This agenda item is for the public to bring attention to any issues and concerns for future Board of Selectmen meetings.

a) Charles Leavitt, Leavitt Road

Mr. Leavitt asked that the Board to consider accommodation to Town Manager for actions during budget workshop. He asked to send accommodations to the Planning Board for denying Frye Island application.

Mr. Leavitt requested a special town meeting for parking area moratorium in the Shoreland Zone to clean up parking ordinance.

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Sheet1

NEW ACCT	MAP/LOT	NAME AND ADDRESS	YEAR	AMOUNT	TYPE	SIZE	PAY	VALUE
	B9110R M 67 L 46A	BBW LLC RUSTY RD	10/11	\$4,289.97	LAND	2.43	\$214.00	\$134,400
*	B7008R M 42 L 80	BEATTIE, ANTHONY 11 MASS AVE	11/12	\$8,354.75	SEASONAL	0.697	\$425.00	\$244,500
	D0001R M16 L 61	BRANDT, JEAN 188 NO. RAYMOND RD	08/09	\$19,437.87	RES.	1.65	\$300.00	\$170,900
	C1580R M 15 L 79	CONLEY, ROBERT 8 CRAGGY KNOLL RD	08/09	\$7,558.96	RES.	0.4356	\$200.00	\$123,000
	A0315R M 52 L 108	COPPERSMITH, WILLIAM 49 THOMMAHAWK TRAIL	10/11	\$1,959.54	CAMPSITE	0.7405	\$150.00	\$59,200
	C7040R M 55 L 3	COX, JEFFREY 1246 ROOSEVELT TRAIL	08/09	\$27,231.20	COMMERCIAL	0.35284	\$400.00	\$453,400 <i>review 6 months</i>
	C2470R M 15 L 39	CURTIS, FRANK 86 HANCOCK RD	11/12	\$5,581.23	SEAS. RES.	0.2178	\$400.00	\$255,900
	D0360R M 60 L 7	DEEP COVE SHORES DEEP COVE RD	09/10	\$2,669.89	LAND	2.2	\$100.00	\$58,500
	D0361R M 60 L 17	DEEP COVE SHORES 124 DEEP COVE RD	08/09	\$35,091.57	SEASONAL	0.3267	\$850.00	\$565,500
	D6004R M 60 L 6	DEEP COVE SHORES DEEP COVE RD	10/11	\$749.06	LAND	0.17424	\$50.00	\$17,200
*	F1317R M 18 L 18F	FURLONG, WILLIAM 31 FURLONG DR	11/12	\$5,771.36	RES.	13.76	\$100.00	\$189,900
	W6011R M 2 L 24B	GWENDOLYN ACQ. LLC QUARRY RD	10/11	\$1,731.42	LAND	3.18	\$109.00	\$55,200
*	A0180R M 15 L 92	HURD, BETH-ANN 326 RAYMOND HILL RD	11/12	\$3,140.67	RES.	3.72	\$100.00	\$99,500
*	L0880R M 21 L 2	LEWIS, JAMES NOTCHED POND RD	11/12	\$730.33	LAND	0.19602	NO	\$22,300
*	S0610R M 41 L 35	LIBBY, SCOTT 54 BOULDER RD	11/12	\$3,719.97	RES.	0.6534	\$150.00	\$126,800
	M1492R M 40 L 2	MCINTYRE, RICHARD 1 PANTHER POND PINES	10/11	\$10,726.69	RES.	0.31363	\$300.00	\$287,100
*	M6148R M 63 L 11A	MOORE, JENNIFER MUSSON RD	11/12	\$1,797.98	LAND	3	NO	\$54,900
	G0665R M 52 L 52	MURRAY, MARTHA 6 BOATERS WAY	10/11	\$5,195.52	CAMPSITE	0.8276	\$125.00	\$119,300

Sheet1

G0666R	M 52 L50I26A00	MURRAY, MARTHA 1314 ROOSEVELT TRAIL	11/12	\$330.60	BOAT SLIP		\$25.00	\$12,000
C2140R	M 54 L 45	NOONAN, THOMAS 6 BAYVIEW DR	10/11	\$24,439.53	RES.	0.24829	NO	\$568,600
P3010R	M 46 L 27B	PLUMMER, DANIEL MEADOW RD	11/12	\$1,107.51	LAND	1.38	\$85.00	\$40,200
R0385R	M 42 L 19	REED / CALLOW/ JAQUES 40 LAKESIDE DR	09/10	\$10,667.03	SEASONAL	0.5663	\$180.00	\$195,900
R9105R	M 67 L 46	R2R LLC RUSTY RD	11/12	\$1,867.37	LAND	4.38	\$107.00	\$54,300
* R1370R	M 53 L 36	RUDBALL, ANTHONY 5 HARMON RD	11/12	\$3,016.50	RES.	0.13068	NO	\$130,300
S0006R	M 53 L 32	SQUARE J REALTY HARMON RD	11/12	\$1,077.21	LAND	1.3	NO	\$39,100
S2530R	M 19 L 39	STROUT, RICHARD 9 SHAKER WOODS RD	09/10	\$7,605.57	RES.	107	\$200.00	\$172,700
T0440R	M 16 L 18	THORNE, SIDNEY SPRING VALLEY RD	08/09	\$24,939.51	LAND	2.07	\$150.00	\$407,800
W0635R	M 54 L 60	THORNE, SIDNEY PETERSON RD	08/09	\$3,460.65	LAND	0.30928	\$25.00	\$61,200
* V8004R	M 18 L 18C0011	VALL ENTERPRISES LLC TENNY HILL ESTATES	11/12	\$343.88	LAND	1.04	NO	\$10,500
* V8005R	M 18 L 18C0012	VALL ENTERPRISES LLC TENNY HILL ESTATES	11/12	\$396.28	LAND	1.47	NO	\$12,100
* V8006R	M 18 L 18C0013	VALL ENTERPRISES LLC TENNY HILL ESTATES	11/12	\$353.70	LAND	1.08	NO	\$10,800
* V8007R	M 18 L 18C0014	VALL ENTERPRISES LLC TENNY HILL ESTATES	11/12	\$412.65	LAND	1.6	NO	\$12,600
* V8008R	M 18 L 18C0015	VALL ENTERPRISES LLC TENNY HILL ESTATES	11/12	\$337.33	LAND	0.42765	NO	\$10,300
* V8009R	M 18 L 18C0016	VALL ENTERPRISES LLC TENNY HILL ESTATES	11/12	\$366.80	LAND	1.12	NO	\$11,200
* V8010R	M 18 L 18C0017	VALL ENTERPRISES LLC TENNY HILL ESTATES	11/12	\$340.60	LAND	0.41792	NO	\$10,400
* V8011R	M 18 L 18C0018	VALL ENTERPRISES LLC TENNY HILL ESTATES	11/12	\$330.78	LAND	0.40382	NO	\$10,100
* V8012R	M 18 L 18C00019	VALL ENTERPRISES LLC TENNY HILL ESTATES	11/12	\$253.70	LAND	1.07	NO	\$10,800



TAX ACQUIRED PROPERTY POLICY

Adopted by the Board of Selectmen - May 18, 1995

Amended - August 3, 1999

Amended – March 9, 2010

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

CURRENT OWNER		TOPO.	UTILITIES	STRT./ROAD	LOCATION	CURRENT ASSESSMENT			
RUDBALL ANTHONY S, PARTY IN PO		2 Above Street	5 Well	1 Paved	3 Rural	Description	Code	Appraised Value	Assessed Value
RUDBALL REBECCA M, PARTY IN PO		4 Rolling	6 Septic			RESIDENTL	1010	101,600	101,600
PO BOX 430						RES LAND	1010	26,700	26,700
RAYMOND, ME 04071-0430						RESIDENTL	1010	2,000	2,000
Additional Owners:		SUPPLEMENTAL DATA				<div style="text-align: right;">3218 Raymond, ME</div> <div style="font-size: 2em; font-weight: bold; text-align: center;">VISION</div>			
Other ID: 053036000000		SEND VALUI							
TIF CODE		TAP							
USE PROGRAM		Field 8							
TG ENROLL YF		Field 9							
TG PLAN YR		Field 10							
LD1 TYPE		ASSOC PID#				Total			
GIS ID: 053036000000								130,300	130,300

RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	q/u	v/i	SALE PRICE	V.C.	PREVIOUS ASSESSMENTS (HISTORY)								
RUDBALL ANTHONY S, PARTY IN POSSESSION		7332/ 168						Yr.	Code	Assessed Value	Yr.	Code	Assessed Value	Yr.	Code	Assessed Value
								2013	1010	101,600	2012	1010	101,600	2011	1010	101,600
								2013	1010	26,700	2012	1010	26,700	2011	1010	26,700
								2013	1010	2,000	2012	1010	2,000	2011	1010	2,000
								Total:		130,300	Total:		130,300	Total:		130,300

EXEMPTIONS				OTHER ASSESSMENTS			
Year	Type	Description	Amount	Code	Description	Number	Amount
Total:							

This signature acknowledges a visit by a Data Collector or Assessor

ASSESSING NEIGHBORHOOD				
NBHD/ SUB	NBHD Name	Street Index Name	Tracing	Batch
0001/A				

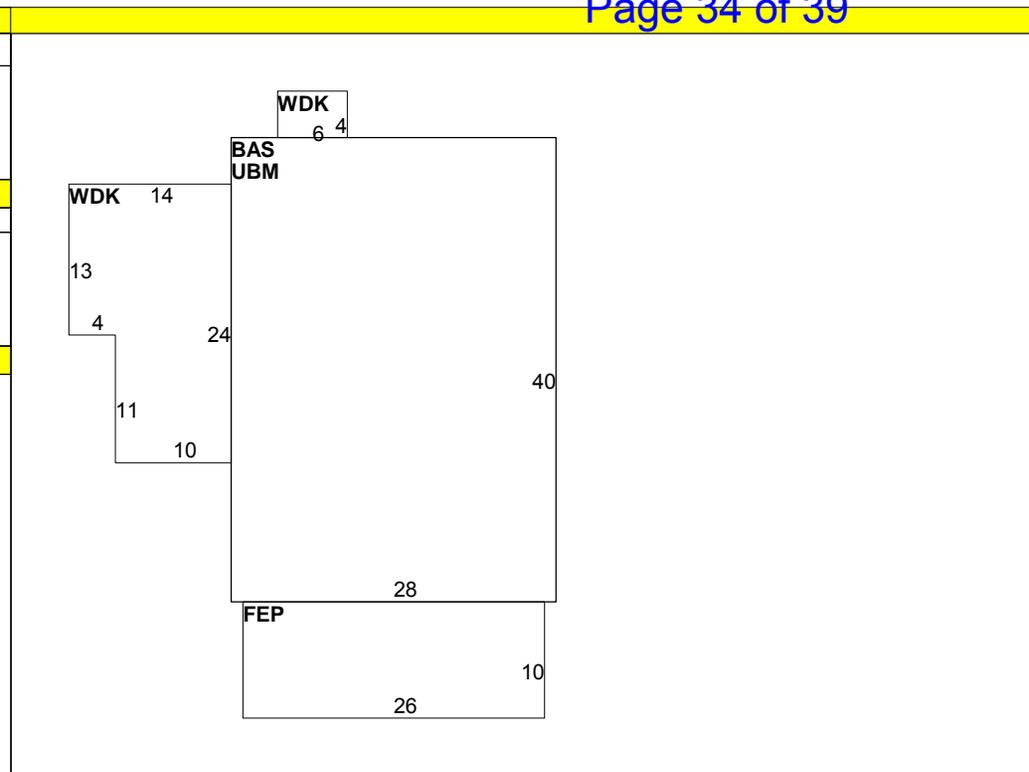
APPRAISED VALUE SUMMARY	
Appraised Bldg. Value (Card)	101,300
Appraised XF (B) Value (Bldg)	300
Appraised OB (L) Value (Bldg)	2,000
Appraised Land Value (Bldg)	26,700
Special Land Value	0
Total Appraised Parcel Value	130,300
Valuation Method:	C
Exemptions	0
Adjustment:	0
Net Total Appraised Parcel Value	130,300

NOTES									
TAN									
NICE FPL OUTSIDE									

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
									10/26/2004			JL	02	Measur-2Visit - Info Card

LAND LINE VALUATION SECTION																					
B #	Use Code	Use Description	Zone	D	Front	Depth	Units	Unit Price	I. Factor	S.A.	Acre Disc	C. Factor	ST. Idx	Adj.	Notes- Adj	Special Pricing			S Adj Fact	Adj. Unit Price	Land Value
																Spec Use	Spec Calc				
1	1010	Single Family	VR1				13,068	SF	2.04	1.0000	5	1.0000	1.00	0.00					.00	2.04	26,700

CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)			
Element	Cd.	Ch.	Description	Element	Cd.	Ch.	Description
Style	01		Ranch				
Model	01		Residential				
Grade	03		Average				
Stories	1						
Occupancy	1						
Exterior Wall 1	25		Vinyl Siding				
Exterior Wall 2							
Roof Structure	03		Gable/Hip				
Roof Cover	01		Metal/Tin				
Interior Wall 1	05		Drywall/Sheet				
Interior Wall 2							
Interior Flr 1	14		Carpet				
Interior Flr 2	06		Inlaid Sht Gds				
Heat Fuel	02		Oil				
Heat Type	05		Hot Water				
AC Type	01		None				
Total Bedrooms	03		3 Bedrooms				
Total Bthrms	1						
Total Half Baths							
Total Xtra Fixtrs							
Total Rooms	6						
Bath Style	02		Average				
Kitchen Style	02		Average				
				MIXED USE			
				Code	Description		Percentage
				1010	Single Family		100
				COST/MARKET VALUATION			
				Adj. Base Rate:			92.39
							143,944
				Net Other Adj:			5,000.00
				Replace Cost			148,944
				AYB			1950
				EYB			1973
				Dep Code			A
				Remodel Rating			
				Year Remodeled			
				Dep %			32
				Functional Obslnc			
				External Obslnc			
				Cost Trend Factor			1
				Condition			
				% Complete			
				Overall % Cond			68
				Apprais Val			101,300
				Dep % Ovr			0
				Dep Ovr Comment			
				Misc Imp Ovr			0
				Misc Imp Ovr Comment			
				Cost to Cure Ovr			0
				Cost to Cure Ovr Comment			



OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)												
Code	Description	Sub	Sub Descript	L/B	Units	Unit Price	Yr	Gde	Dp Rt	Cnd	%Cnd	Apr Value
SHD1	SHED FRAME			L	320	8.00	2005			A	50	1,300
SHD1	SHED FRAME			L	126	8.00	2005			A	50	500
PAT1	PATIO-AVG			L	144	2.50	2005			A	50	200
HRT	HEARTH			B	1	500.00	1973		1	E	68	300

BUILDING SUB-AREA SUMMARY SECTION

Code	Description	Living Area	Gross Area	Eff. Area	Unit Cost	Undeprec. Value
BAS	First Floor	1,120	1,120	1,120	92.39	103,477
FEP	Porch, Enclosed, Finished	0	260	182	64.67	16,815
UBM	Basement, Unfinished	0	1,120	224	18.48	20,695
WDK	Deck, Wood	0	316	32	9.36	2,956

Ttl. Gross Liv/Lease Area:		1,120	2,816	1,558		148,944
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CURRENT OWNER					TOPO.	UTILITIES	STRT./ROAD	LOCATION	CURRENT ASSESSMENT				
MOORE JENNIFER DODD PERSON IN POSSESSION C/O JEREMY A LESTER 81 MUSSON RD RAYMOND, ME 04071 Additional Owners:									Description	Code	Appraised Value	Assessed Value	3218 Raymond, ME
									RES LAND	1300	54,900	54,900	
					SUPPLEMENTAL DATA								
Other ID: M6148R					SEND VALUI								
TIF CODE					TAP PIP								
USE PROGRAM					Field 8								
TG ENROLL YF					Field 9								
TG PLAN YR					Field 10								
LD1 TYPE					ASSOC PID#								
GIS ID: 063011A00000													
									Total		54,900	54,900	

VISION

RECORD OF OWNERSHIP					BK-VOL/PAGE	SALE DATE	q/u	v/i	SALE PRICE	V.C.	PREVIOUS ASSESSMENTS (HISTORY)											
MOORE JENNIFER DODD					28003/ 267	08/19/2010	U	I	0		Yr.	Code	Assessed Value	Yr.	Code	Assessed Value	Yr.	Code	Assessed Value	Yr.	Code	Assessed Value
											2013	1300	54,900	2012	1300	54,900	2011	1300	54,900			
											Total:			54,900	Total:			54,900	Total:			54,900

EXEMPTIONS				OTHER ASSESSMENTS				
Year	Type	Description	Amount	Code	Description	Number	Amount	Comm. Int.
Total:								

This signature acknowledges a visit by a Data Collector or Assessor

ASSESSING NEIGHBORHOOD				
NBHD/ SUB	NBHD Name	Street Index Name	Tracing	Batch
0001/A				

APPRAISED VALUE SUMMARY

Appraised Bldg. Value (Card)	0
Appraised XF (B) Value (Bldg)	0
Appraised OB (L) Value (Bldg)	0
Appraised Land Value (Bldg)	54,900
Special Land Value	0
Total Appraised Parcel Value	54,900
Valuation Method:	C
Exemptions	0
Adjustment:	0
Net Total Appraised Parcel Value	54,900

NOTES

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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

LAND LINE VALUATION SECTION

B #	Use Code	Use Description	Zone	D	Front	Depth	Units	Unit Price	I. Factor	S.A.	Acre Disc	C. Factor	ST. Idx	Adj.	Notes- Adj	Special Pricing			S Adj Fact	Adj. Unit Price	Land Value
																Spec Use	Spec Calc				
1	1300	Res Land Develop					130,680	SF	0.42	1.0000	5	1.0000	1.00	0.00					1.00	0.42	54,900

CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)			
Element	Cd.	Ch.	Description	Element	Cd.	Ch.	Description
Model	00		Vacant				
MIXED USE							
	<i>Code</i>		<i>Description</i>				<i>Percentage</i>
	1300		Res Land Develop				100
COST/MARKET VALUATION							
	Adj. Base Rate:						0.00
							0
	Net Other Adj:						0.00
	Replace Cost						0
	AYB						
	EYB						0
	Dep Code						
	Remodel Rating						
	Year Remodeled						
	Dep %						
	Functional Obslnc						
	External Obslnc						
	Cost Trend Factor						1
	Condition						
	% Complete						
	Overall % Cond						
	Apprais Val						
	Dep % Ovr						0
	Dep Ovr Comment						
	Misc Imp Ovr						0
	Misc Imp Ovr Comment						
	Cost to Cure Ovr						0
	Cost to Cure Ovr Comment						

OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)

Code	Description	Sub	Sub Descript	L/B	Units	Unit Price	Yr	Gde	Dp Rt	Cnd	%Cnd	Apr Value

No Photo On Record

BUILDING SUB-AREA SUMMARY SECTION

Code	Description	Living Area	Gross Area	Eff. Area	Unit Cost	Undeprec. Value
Ttl. Gross Liv/Lease Area:		0	0	0		

CURRENT OWNER		TOPO.	UTILITIES	STRT./ROAD	LOCATION	CURRENT ASSESSMENT			
SQUARE J REALTY		4 Rolling		1 Paved	3 Rural	Description	Code	Appraised Value	Assessed Value
1281 ROOSEVELT TRAIL						RES LAND	1300	39,100	39,100
RAYMOND, ME 04071 Additional Owners:		SUPPLEMENTAL DATA							
Other ID: 053032000000		SEND VALUI							
TIF CODE		TAP							
USE PROGRAM		Field 8							
TG ENROLL YF		Field 9							
TG PLAN YR		Field 10							
LD1 TYPE		ASSOC PID#							
GIS ID: 053032000000									
						Total	39,100	39,100	

3218
Raymond, ME

VISION

RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	q/u	v/i	SALE PRICE	V.C.	PREVIOUS ASSESSMENTS (HISTORY)											
SQUARE J REALTY		17672/ 349						Yr.	Code	Assessed Value	Yr.	Code	Assessed Value	Yr.	Code	Assessed Value			
								2013	1300	39,100	2012	1300	39,100	2011	1300	39,100			
								Total:			39,100			Total:			39,100		

EXEMPTIONS				OTHER ASSESSMENTS			
Year	Type	Description	Amount	Code	Description	Number	Amount
Total:							

This signature acknowledges a visit by a Data Collector or Assessor

ASSESSING NEIGHBORHOOD				
NBHD/ SUB	NBHD Name	Street Index Name	Tracing	Batch
0001/A				

APPRAISED VALUE SUMMARY

Appraised Bldg. Value (Card)	0
Appraised XF (B) Value (Bldg)	0
Appraised OB (L) Value (Bldg)	0
Appraised Land Value (Bldg)	39,100
Special Land Value	0
Total Appraised Parcel Value	39,100
Valuation Method:	C
Exemptions	0
Adjustment:	0
Net Total Appraised Parcel Value	39,100

NOTES									

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
									10/25/2004			JL	00	Measur+Listed

LAND LINE VALUATION SECTION

B #	Use Code	Use Description	Zone	D	Front	Depth	Units	Unit Price	I. Factor	S.A.	Acre Disc	C. Factor	ST. Idx	Adj.	Notes- Adj	Special Pricing			S Adj Fact	Adj. Unit Price	Land Value
																Spec Use	Spec Calc				
1	1300	Res Land Develop	VR1				56,628	SF	0.69	1.0000	5	1.0000	1.00		0.00				.00	0.69	39,100

Total Card Land Units:		1.30	AC	Parcel Total Land Area:		1.3	AC											Total Land Value:	39,100
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CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)			
Element	Cd.	Ch.	Description	Element	Cd.	Ch.	Description
Model	00		Vacant				
MIXED USE							
			<i>Code</i>	<i>Description</i>			<i>Percentage</i>
			1300	Res Land Develop			100
COST/MARKET VALUATION							
			Adj. Base Rate:				0.00
							0
			Net Other Adj:				0.00
			Replace Cost				0
			AYB				
			EYB				0
			Dep Code				
			Remodel Rating				
			Year Remodeled				
			Dep %				
			Functional Obslnc				
			External Obslnc				
			Cost Trend Factor				1
			Condition				
			% Complete				
			Overall % Cond				
			Apprais Val				
			Dep % Ovr				0
			Dep Ovr Comment				
			Misc Imp Ovr				0
			Misc Imp Ovr Comment				
			Cost to Cure Ovr				0
			Cost to Cure Ovr Comment				

OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)

Code	Description	Sub	Sub Descript	L/B	Units	Unit Price	Yr	Gde	Dp Rt	Cnd	%Cnd	Apr Value

No Photo On Record

BUILDING SUB-AREA SUMMARY SECTION

Code	Description	Living Area	Gross Area	Eff. Area	Unit Cost	Undeprec. Value
Ttl. Gross Liv/Lease Area:		0	0	0		

TAX ASSESSOR'S RETURN

Pursuant to a Warrant from Peter J. Crichton, Clerk of Cumberland County, dated March 10, 2014 we have assessed the polls and estates of the residents and non-residents of the Town/City of RAYMOND, County of Cumberland in the amount of \$ 617,503 and have forwarded lists thereof to Donald Willard, Collector of said Town/City. Said assessment of taxes to be paid to Treasurer, Cumberland County, on or before the first day of September 2014.

Assessors,
Town/City of Raymond

\$ 617,503

TO BE FILLED IN AND FORWARDED TO THE COUNTY TREASURER, 142 FEDERAL STREET, PORTLAND, MAINE 04101-4196 WITH PAYMENT OF TAXES BY SEPTEMBER 1, 2014.

INTEREST RATE ON UNPAID TAXES SET AT 7% AND SHALL BE ASSESSED SIXTY (60) DAYS AFTER SEPTEMBER 1, 2014.