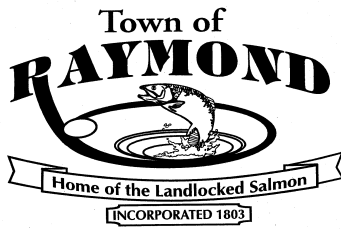




***SELECTMEN'S EPACKET***  
***List of Files***  
***October 20, 2015***

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	<b>PAGE</b>
<b>List of Files</b>	<b>1</b>
<b>Agenda</b>	<b>2-3</b>
<b>Agenda Summary</b>	<b>4-5</b>
<b>Regular Meeting Materials</b>	
<b>Draft Minutes of September 17, 2015 Board of Selectmen Meeting</b>	<b>6-15</b>
<b>2015 – 2016 General Assistance Ordinance Maximums</b>	<b>16-27</b>
<b>Raymond Village Library Annual Report</b>	<b>28-39</b>
<b>TPA Memo from Tax Collector Sue Carr</b>	<b>30</b>
<b>Report from RWPA Board Member Peggy Jensen</b>	<b>31-33</b>
<b>Appointment by Municipal Officers of Election Clerks List</b>	<b>34-35</b>
<b>Appointment by Municipal Officers of Warden/Moderator</b>	<b>36</b>
<b>Town of Raymond Proposed “Safe Zones”</b>	<b>37</b>
<b>Raymond Fire Rescue Elected Official Academy Flier</b>	<b>38</b>



## **BOARD OF SELECTMEN AGENDA**

October 20, 2015

7:00 pm

Raymond Broadcast Studio  
423 Webbs Mills Road

### **Be the Influence Statement**

We, the Raymond Board of Selectmen recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to 'Be the Influence' and to recognize that decisions matter.

### **SELECTMEN'S REGULAR MEETING**

#### **1) Call to order**

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

- **September 17, 2015**

#### **3) PUBLIC HEARING**

##### **a) MMA General Assistance Ordinance Annual Update**

- **General Assistance Ordinance Appendices A, C, & D**
- **General Assistance Maximums Adoption Form**

#### **4) New Business.**

##### **a) Raymond Village Library Annual Report – Kim Allen, Emily Allen, RBL Trustees Co-chairs**

##### **b) Tax Acquired Property Update – Sue Carr, Tax Collector**

##### **c) 2015 IRT Update and review of other engineering projects – Contract Engineer Owens McCullough, Town Contract Engineer**

##### **d) MDOT Transportation Enhancement Grant-Sidewalk Project Update – Owens McCullough, Town Contract Engineer**

##### **e) Consideration of Resignation of Elden Lingwood from the Zoning Board of Appeals – Board of Selectmen**

##### **f) New development in milfoil control on Sebago Lake -Peggy Jensen, RWPA**

##### **g) November 3, 2014 Election Appointments– Sue Look, Town Clerk**

- **Ballot Clerks**
- **Election Warden/Moderator**

#### **5) Unfinished Business**

##### **a) Consideration of Be the Influence Coalition Drug Free Zones – Matthew Cyr, Windham Police Department**

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

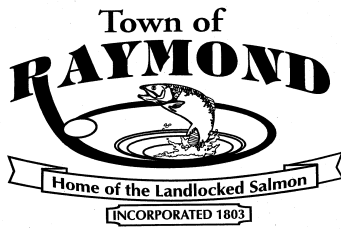
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The Selectmen may take items out of order at their discretion.

- 7) Selectmen Comment**
- 8) Town Manager Report and Communications**
  - a) Confirm date for next regular meeting:**
    - **November 10, 2015**
  - b) Personnel Policy Update**
  - c) Raymond Fire Rescue Elected Official Academy**
- 9) Fiscal Warrants – October 20, 2015**
  - **Treasurer's Warrant**
  - **Cumberland County Tax Warrant**
- 11) Adjournment.**

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



## **BOARD OF SELECTMEN AGENDA SUMMARY**

October 20, 2015

7:00 pm

Raymond Broadcast Studio  
423 Webbs Mills Road

### **Be the Influence Statement**

We, the Raymond Board of Selectmen recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to 'Be the Influence' and to recognize that decisions matter.

### **SELECTMEN'S REGULAR MEETING**

#### **1) Call to order**

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

- **September 17, 2015**

#### **3) PUBLIC HEARING**

##### **a) MMA General Assistance Ordinance Annual Update**

- **General Assistance Ordinance Appendices A, C, & D**
- **General Assistance Maximums Adoption Form**

This is an annual requirement of the Maine Department of Human Services to bring the Raymond General Assistance Ordinance into compliance with Maine Law, Title 22 M.R.S.A. §4305 (4), related to levels of financial assistance and eligibility. The town annually adopts the Maine Municipal Association Model Ordinance General Assistance Appendices, which cover the period of October 1, 2015 through October 1, 2016. The Selectmen are holding the public hearing to allow for general comment about the changes.

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

#### **4) New Business.**

##### **a) Raymond Village Library Annual Report – Kim Allen and Emily Allen, RBL Trustees Co-chairs**

Attached to the ePacket is the Raymond Village Library Annual Report. Co-Chairs Kim Allen and Emily Allen will give a brief presentation highlighting the reports details.

##### **b) Tax Acquired Property Update – Sue Carr, Tax Collector**

Tax Collector Sue Carr will answer any questions regarding Tax Acquired Properties. There is a memo with details attached to the ePacket.

The properties involved are: Beattie 42/8; Lewis 21/2; Parker 23/21; Square J Realty 53/32

The Conservation Committee is not interested in retaining any of these properties.

##### **c) 2015 IRT Update and review of other engineering projects – Owens McCullough, Town Contract Engineer**

Town Contract Engineer, Owens McCullough will update the Selectmen on the 2015 Military

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

Innovative Readiness Training (IRT) projects including the Valley Road communications tower, Public Safety Building site improvements and the Oak Ledge fire pond restoration project. He will also provide an update on the Public Works Department sand-salt building construction project.

**d) MDOT Transportation Enhancement Grant-Sidewalk Project Update – Owens McCullough, Town Contract Engineer**

Town Contract Engineer, Owens McCullough will update the Selectmen on this project including decisions and the process to move forward, if the Selectmen elect to proceed with the project.

**e) Consideration of Resignation of Elden Lingwood from the Zoning Board of Appeals – Board of Selectmen**

**f) New development in milfoil control on Sebago Lake -Peggy Jensen, RWPA**

RWPA board member Peggy Jensen will speak briefly about the talks RWPA is having with Lakes Environmental Association (LEA) for possible coordination of milfoil removal work on Sebago Lake. This is a new initiative, morphing out of the cooperative effort started this past summer. Ms. Jensen will also report on Sebago Lake milfoil mitigation work completed this past season.

**g) November 3, 2015 Election Appointments– Sue Look, Town Clerk**

- **Ballot Clerks**
- **Election Warden**

The Selectmen need to appoint Ballot Clerks and an Election Warden as required under Maine Law for the November 3, 2015 election (See attached list from Town Clerk Sue Look)

**5) Unfinished Business**

**a) Consideration of Be the Influence Coalition Drug Free Zones – Matthew Cyr, Windham Police Department**

A list of Town owned and other (state- school) public recreational properties is attached to the ePacket for possible adoption as Drug Free Zones. There is also a brief memo from Town Clerk Sue Look addressing properties eligible for the designation. Windham Police Officer Matthew Cyr will be attending the meeting to provide information and answer questions about this issue. Staff recommends approval of the parcels attached to the ePacket as Drug Free Zones. The Town Manager has sought and received approvals for this designation for the sites not owned and/or controlled by the town.

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

**7) Selectmen Comment**

**8) Town Manager Report and Communications**

**a) Confirm date for next regular meeting:**

- **November 10, 2015**

**b) Personnel Policy Update**

**c) Raymond Fire Rescue Elected Official Academy**

**9) Fiscal Warrants – October 20, 2015**

- **Treasurer's Warrant**
- **Cumberland County Tax Warrant**

**11) Adjournment.**

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

**BOARD OF SELECTMEN  
Minutes**

September 17, 2015

Broadcast Studio

423 Webbs Mills Road

*Resolution: We, the Raymond Board of Selectmen, recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to "Be the Influence" and to recognize that decisions matter.*

Selectmen in attendance: Mike Reynolds, Lawrence Taylor, Joe Bruno, Teresa Sadak, and Samuel Gifford

Selectmen absent: none

Town Staff in attendance:

Nancy Yates – Finance Director  
Sue Carr – Tax Collector  
Chris Hansen – Code Enforcement Officer  
Bruce Tupper – Fire Chief  
Sue Look – Town Clerk

1) **Called to order** at 7:00pm by Chairman Reynolds.

**2) Minutes of previous meetings**

a) June 30, 2015

**Motion** to approve by Selectman Taylor. Seconded by Selectman Sadak.  
**Unanimously approved.**

b) July 16, 2015

**Motion** to approve by Selectman Sadak. Seconded by Selectman Gifford.  
**Unanimously approved.**

c) August 28, 2015

**Motion** to approve by Selectman Gifford. Seconded by Selectman Taylor.  
**Unanimously approved.**

**3) New Business.**

a) **Presentation of Boston Post Cane to Harry J. Delan – Mike Reynolds, Chairman**

The Boston Post Cane tradition was established in 1909 by the Boston Post newspaper. A

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\*\* Items taken out of order

special cane was presented to the Board of Selectmen in 431 towns in New England, to be presented as an honor to each town's oldest resident. The recipient held the honor as long as he/she lived. Upon his or her death the cane would be awarded to the next oldest resident.

The cane would belong to the town and not the resident who received it in order to provide for the preservation and public awareness of the tradition and protection of the cane from loss or damage.

The cane is ebony with a 14 carat gold head inscribed thus:

Presented by  
THE BOSTON POST  
to the  
OLDEST CITIZEN  
of  
Raymond, Maine  
to be transmitted

Today the cane remains in the Town Hall for its protection and the recipients receive a Certificate of Recognition.

Mr Delan was in attendance along with several family members. Chairman Reynolds presented Mr Delan with a certificate and their pictures were taken with the cane.

**b) Consideration of Settlement and Discharge of Outgoing Tax Collector Don Willard – Curt Lebel, Contract Assessor**

OVER 6 YEARS									
COMPANY	ACCOUNT	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2009/2010	DISCHARGE	TOTAL
A C DOCKS HARTLEY TOM	A0000P						\$14.17	\$100.02	\$114.19
D BUZZELL EXCAVATING & LNDSP	D0000P					\$1,530.00	\$1,620.00	\$1,666.50	\$4,816.50
ENGINE WORKS	E7305P					\$255.00	\$270.00		\$525.00
FISHERMANS NET	F0005P				\$80.07	\$80.07	\$84.78		\$244.92
MAINE STREAM CRAFTSMEN INC	M7243P					\$12.20	\$25.74		\$37.94
RAYMOND GAS	R0001P					\$140.97	\$149.27	\$446.56	\$736.80
SEBAGO BOAT WORKS	S0007P						\$83.75		\$83.75
SEBAGO SIGNWORKS INC	S0008P				\$60.74	\$60.74	\$64.31	\$192.40	\$378.19
SOLUTIONS HAIRSTYLING	S0255P	\$124.25	\$165.31	\$67.38	\$73.90	\$73.90	\$78.25	\$350.31	\$933.30
NAME									
CAVANAUGH PATRICK & CHERYL	C6002P				\$96.90	\$96.90	\$92.60		\$286.40
COLLETT LYNN	C3001P	\$39.94	\$84.15	\$98.58	\$109.14	\$102.71	\$100.75		\$535.27
COOPERSMITH MARYANN & WILLIAM	C0285P				\$32.08	\$66.50	\$70.42		\$169.00
COULSTRING JEFFREY & DIANE	C6006P				\$193.80				\$193.80
DEANDRADE LINDA & GEORGE	D0004P			\$227.85	\$237.41	\$237.41	\$231.37	\$1,063.31	\$1,997.35
GILLESPIE JAMES	G0075P				\$90.17	\$90.17	\$95.47		\$275.81
GOUZIE KIM & JOHN	G6006P						\$12.21		\$12.21
HAMILTON GEORGE	H8102P						\$121.85	\$364.52	\$486.37
HIGGINS DAVID & LAURA	H3001P	\$217.44	\$229.08	\$93.00	\$96.90				\$636.42
PARKER ALAN	B0004P				\$12.15				\$12.15
PARKER ALAN	P0004P				\$549.39	\$168.14			\$717.53
LAPPIN ALBERT & DOTTIE	L0004P			\$102.30					\$102.38
MCGEE GEORGE	M7205P					\$135.18	\$137.76	\$623.97	\$896.91
MURRAY MARTHA	M0250P						\$43.20		\$43.20
PARKER ALAN	P0004P						\$178.03	\$1,250.13	\$1,428.16
STILES KEITH & VALERIE	S7070P					\$171.93	\$237.60		\$409.53
WINSLOW LARRY	W8101P						\$246.56	\$1,247.21	\$1,493.77
<b>Total</b>		<b>\$381.63</b>	<b>\$478.54</b>	<b>\$589.11</b>	<b>\$1,632.65</b>	<b>\$3,221.82</b>	<b>\$3,958.09</b>	<b>\$7,304.93</b>	<b>\$17,566.85</b>

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\*\* Items taken out of order

DISCHARGE		
ARTISAN DECKWORK OF SO MAINE	D0006P	\$75.57
JDS FIREHOUSE & GRILLE	J9500P	\$130.00
PARAGON INSTITUTE HEWSON ROGER	P0003P	\$30.89
PETERSON AUTOMOTIVE	P0008P	87.43
PLANET SUN TANNING & SPA	P0014P	\$52.17
TRI-STATE ATM	T0015P	\$79.50
WHITE PINES/SEBAGO DEVEL	W0008P	\$39.40
FONTAINE,NANCY & WILLIAM	F0008P	\$140.14
CREESY BOB & MARY	C7207P	\$135.97
DAIGLE DIANE	D8105P	\$12.26
DENEHY LORRAINE	D7203P	\$281.01
GEROSSIE BOB & SUSAN	G6002P	\$134.24
HAMILTON GEORGE	H9400P	\$127.13
HINES DOUG & LAURIE	H0005P	\$112.85
HOYT JAMES & KRISTEEN SERVETAS	H5114P	\$248.08
KAESER ED & KELLY	K6002P	\$266.40
KYLLONEN JACKIE & MIKE	G6008P	\$149.72
MCGEE GEORGE	C7205P	\$142.08
ROSADO ORLANDO	R0015P	\$99.90
TIBBETTS ED & DOROTHY	T0008P	\$62.71
WOODBREY MARY & PETER	W9404P	\$156.01

\$2,563.46

Grand total \$20,130.31

**Motion** to discharge Tax Collector, Don Willard for the amounts as presented above totaling \$20,130.31 which have been determined to be too burdensome or too small to collect under Title 36 Section 760-A by Selectman Bruno. Seconded by Selectman Sadak.

**Unanimously approved.**

**Motion** to approve Tax Collectors settlement as presented and discharge Tax Collector, Don Willard for unperfected balances remaining for the FY 2014-2015 tax warrant by Selectman Bruno. Seconded by Selectman Sadak.

**Unanimously approved.**

**c) Consideration of Appointment of Sue Carr as Tax Collector – Curt Lebel, Contract Assessor**

**Motion** to appoint Suzanne Carr as Tax Collector for the Town of Raymond, effective September 17, 2015, for a term expiring June 30, 2016, by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved.**

**d) Consideration of 2014-15 Re-commitment to New Tax Collector and Setting 2015-16 Mil Rate – Curt Lebel, Contract Assessor**

**Motion** to recommit and warrant for completion of collection, all unpaid taxes assessed for FY 2014- 2015 to Suzanne Carr, Tax Collector by Selectman Bruno. Seconded by Selectman Taylor.

**Unanimously approved.**

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*\*\* Items taken out of order*



PROPERTY TAX REVENUES				
	Preferred Rates		Fractional Rate	Fractional Rate
TAX RATE	\$ 12.00	\$ 12.10	\$ 11.97	\$ 11.95
TAXABLE VALUATION	\$ 1,008,340,200.00	\$ 1,008,340,200.00	\$ 1,008,340,200.00	\$ 1,008,340,200.00
COUNTY	\$ 647,964.00	\$ 647,964.00	\$ 647,964.00	\$ 647,964.00
SCHOOL	\$ 8,523,009.41	\$ 8,523,009.41	\$ 8,523,009.41	\$ 8,523,009.41
TIF AMOUNT	\$ 225,273.54	\$ 227,150.82	\$ 224,710.36	\$ 224,334.90
MUNICIPAL	\$ 2,637,242.40	\$ 2,636,572.97	\$ 2,637,443.23	\$ 2,637,577.11
OVERLAY	\$ 66,593.05	\$ 166,219.22	\$ 36,707.07	\$ 16,789.44
TOTAL PROPERTY TAX	\$ 12,100,082.40	\$ 12,200,916.42	\$ 12,069,834.07	\$ 12,049,674.86

NON PROPERTY TAX REVENUES USED TO REDUCE MUNICIPAL APPROPRIATION				
	\$ 12.00	\$ 12.10	\$ 11.97	\$ 11.95
HOMESTEAD REIMB	\$ (60,660.00)	\$ (61,165.50)	\$ (60,508.35)	\$ (50,407.25)
BETE REIMB	\$ (19,671.60)	\$ (19,835.53)	\$ (19,622.42)	\$ (19,589.64)
STATE REV SHARING	\$ (130,470.00)	\$ (130,470.00)	\$ (130,470.00)	\$ (130,470.00)
OTHER REVENUES	\$ (1,287,150.00)	\$ (1,287,150.00)	\$ (1,287,150.00)	\$ (1,287,150.00)
MUNICIPAL APPROPRIATION	\$ 4,135,194.00	\$ 4,135,194.00	\$ 4,135,194.00	\$ 4,135,194.00
TOTAL NON TAX REV	\$ (1,497,951.60)	\$ (1,498,621.03)	\$ (1,497,750.77)	\$ (1,497,616.89)
TOTAL MUNICIPAL TAX REV	\$ 2,637,242.40	\$ 2,636,572.97	\$ 2,637,443.23	\$ 2,637,577.11

Last year's overlay was \$30,673 only used approximately \$4,500 for abatements and the remainder goes to fund balance.

We had some fairly large Tree Growth additions, but we are still up by \$5,000,000.

**Motion** to set the FY 2105-2016 tax rate at \$11.95/\$1,000, and to commit and warrant collection of said taxes to Suzanne Carr, Tax Collector by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved.**

**e) RSU #14 Strategic Planning Presentation – Sanford Price, RSU #14 Superintendent and Mike Duffy, RSU #14 Staff Member & Windham Resident**

RSU #14 is developing a new strategic plan (required every 5 years). They are reaching out to many community groups. The committee showed a presentation outlining the purpose and rationale of a new, updated plan, and the process used.

Mr Duffy – We want to hear from the municipalities, citizens, parents, etc with their input to the strategic plan. The current survey will close on October 9<sup>th</sup> and then the data will be collected and analyzed.

Selectman Bruno – Thank you for coming out. This is a part of the ongoing communications between the RSU and Raymond and will go a long way to keep us from the situation we found ourselves a year ago.

Selectman Sadak – We can add information about the survey to the next Town Newsletter.

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\*\* Items taken out of order

**f) Consideration of “Be the Influence” Coalition Drug Free Zones – Matthew Cyr, Windham Police Department**

Pursuant to Title 30-A §3253 – A municipality may designate an area of the municipality that is frequented by minors as a safe zone (as defined under Title 17-A §1101(23) to be an athletic field, park, playground, or recreational facility that is designated as a safe zone). A safe zone must be conspicuously marked by the municipality with an informational sign using wording provided by the Commissioner of Public Safety.

List of proposed public properties to be designated as “Drug Free Zones”:

**Town Facilities**

- Sheri Gagnon Park, Mill Street
- Tassel Top Park, Roosevelt Trail
- Patricia Avenue Lot (Recreational Open Space), Patricia Avenue
- Files Lot (Recreational Open Space), Farwell Drive (Off Egypt Road)

**Town Owned Boat Landings/Beaches:**

- Raymond Beach, Roosevelt Trail
- Crescent Beach, Webbs Mills Road

**School Facilities:**

**JORDAN-SMALL MIDDLE SCHOOL**

- Baseball Field
- Basketball Court
- Playground
- Community Garden
- Walking Trails

**RAYMOND ELEMENTARY SCHOOL**

- Recreational Field
- Playground
- Walking Trails

We have presented the “Be the Influence” to many local organizations. We have been awarded a 5 year grant through the Federal Government \$120,000/year and we have been declared a DFC (Drug Free Center).

If drugs are dealt within 1,000 feet of a “Safe Zone” the crime is enhanced to a felony or would advance the felony classification. To have this happen, the municipality must designate and mark certain areas.

Selectman Sadak – Can we list day cares as “Safe Zones”?

Officer Cyr – We would need to ask the District Attorney's Office. If Raymond designates any areas as “Safe Zones”, then a letter would need to be sent to the Cumberland County Sheriff's Office letting them know. This is a declaration, not an ordinance.

Cathy Gosselin – Why wouldn't we add the privately owned camps as well?

Chairman Reynolds – We will need to get an answer back from the DA's Office.

Officer Cyr – I will ask the DA's Office and report back the Raymond Select Board.

Chairman Reynolds – I would like to wait until Officer Cyr has a chance to get an answer from the DA's Office and have a complete list prior to making a motion.

Officer Cyr – Thank you to the Board for allowing Mr Willard and Mrs Holt the time to be so involved.

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*\*\* Items taken out of order*

**Motion** to table until October's Selectmen's Meeting by Selectman Bruno. Seconded by Selectman Taylor.

**Unanimously approved.**

**g) Consideration of Request for an Informational Kiosk at Morgan Meadows – William Fraser, Raymond Conservation Commission**

The kiosk will be used to identify the Morgan Meadow area, and the 'Spiegel Trail' in Morgan Meadow. The design will be almost identical to the kiosk at the elementary school (The Frog Pond Trail Kiosk). The RCC will be using all wood for the kiosk, in other words, no asphalt shingles, no aluminum siding. Cedar shingles will be used.

Mr Fraser – I am here to request the release of funds from the Jack Spiegel funds to create the aforementioned kiosk.

Chairman Reynolds – We control the money even though the property is in both Raymond and Gray. I don't think that we can restrict the use of monies, but we would need to coordinate with Gray since the kiosk would be on Gray's property.

Mr Fraser – IF&W will be working with Gray to create a parking area.

Town Manager Willard – IF&W will be adding enhanced signage, especially for the parking area on Egypt Road.

**Motion** to approve the release of \$ for the Raymond Conservation Commission as bills for the kiosk are received up to \$1,100 by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved.**

**h) Consideration of New Volunteer Applications and Appointments – Board of Selectmen**

- **Joseph Sousa, Zoning Board of Appeals**

I have just settled full time in Raymond and have been here for 11 years part time. I have served on ZBAs before and I enjoy volunteering my time to municipal service.

**Motion** to approve the appointment of Joseph Sousa to the Zoning Board of Appeals for a 3 year term ending June 30, 2018, by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved.**

- **Sheila Bourque, Planning Board**

I have been coming to Raymond for 4 years and have now settled here. I have been involved in higher education and non-profits for year. I enjoy reading ordinances. I am now retired and since I get to pick what I do I am looking forward to delving into Raymond's ordinance. Citizens in this town can make a real difference. Town Meeting was a dream come true for me. I have attended a Planning Board meeting.

Joe – what is your philosophy on growth in the town

Sheila – I feel that is not my job to determine how the town grows, I need to go with the

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\*\* Items taken out of order

state and town statutes/ordinances. If I wanted to change how the town works I would run for Selectman.

**Motion** to approve the appointment of Sheila Bourque to the Planning Board for a 3 year term ending June 30, 2018, by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

**i) Consideration of Committee Resignations**

- **Jim Lewis, Veterans Memorial Park Committee**

**Motion** to accept Jim Lewis' resignation from the Veterans Memorial Park Committee by Selectman Gifford. Seconded by Selectman Sadak.

**Unanimously approved.**

- **Steve Linne, Planning Board**

**Motion** to accept Steve Linne's resignation from the Planning Board by Selectman Gifford. Seconded by Selectman Sadak.

**Unanimously approved.**

**j) Consideration and Approval of Proposal for Classification and Pay Study to be Conducted by Human Resource Partners and Allocation of Funds from Contingency – Joe Bruno, Selectman and Selection Committee**

Selectman Bruno – There was a selection committee made up of Nancy Yates, Rolf Olsen and myself. We reviewed 3 submitted RFPs and the recommendation is to use Human Resource Partners. The time frame is to have this complete in time for the upcoming budget season.

**Motion** to accept the contract as presented by Selectman Sadak. Seconded by Selectman Gifford.

**Unanimously approved.**

**Motion** to allocated \$12,500 from the Selectmen's Contingency for this contract by Selectman Sadak. Seconded by Selectman Taylor.

**Unanimously approved.**

**k) \* Consideration of Road Names – Chris Hanson, Code Officer**

- **Beverly Lane (off North Raymond Road)**
- **Cliffwood Point (off Webbs Mills Road)**

**Motion** to approve naming Beverly Lane and Cliffwood Point by Selectman Taylor. Seconded by Selectman Sadak.

**4 in favor, 1 abstained, Motion Approved**

**l) Discussion of Moving Forward with a Full-time Fire Department – Joe Bruno, Selectman**

The Fire Department is having a hard time staffing the department and has a very large payroll, so I would like to explore having a full-time fire department.

Deputy Chief Cathy Gosselin, Fire Chief Bruce Tupper, and Fire Fighter John Facella

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\*\* Items taken out of order

Fire Chief Tupper – We think this does need to be looked at and we are glad that the Selectman are concerned about our needs. During the day we supplement with our per diem staff. Staffing is tricky, in particular during the day and on holidays. We don't attract the young people moving in. We do have an aging staff. We have a multi-tiered system and have been able to answer up to 4 at once by accepting mutual aid. We do like the full-time theory, but we would need to hire 5 per shift which would actually be adding 16 positions to cover 24X7. For the money we spend we have a pretty good set-up. It would cost about \$1,000,000 to add 16 positions. Windham staffs 8 per shift.

Deputy Chief Gosselin – Portland is the only one who has full time only. Currently our on-call personnel are paid \$2.50 per hour to be on-call and a full time person would be paid about \$15 per hour for hours that there are no calls. In most of Raymond we need to transport water. I think we can put more people on scene (up to about 16 for calls) by our currently staffing scheme and if we had a full-time only staff we could only put 5 people on scene. We would need to rely more on mutual aid and response time would suffer. Right now we do more mutual aid than we receive. We have automatic aid at this point. Windham is stretched thin, their rescues are doing about 16 calls per day. Frye Island has increased this summer from 30 to 50. Raymond is below Windham and Casco in what we pay for our staff. Most of our paramedics do not live in town.

Mr Facella – there are problems with comparing us to a large municipality. We need at least 3 people in an ambulance because we are 40 minutes from a hospital and Portland is 5 minutes from a hospital. 60% of all calls are EMS and they are the most costly in time and money. We have numerous instances of multiple calls and these require more than 5 people to handle them. If we have a full-time staff we will lose our part-time people to other towns. Selectman Bruno' suggestion to look into better staffing is admirable. The bottom line is regionalization will not happen right away because Fire Chiefs do not want to give up the white badge. We do cooperate with other towns and regionalization is a goal.

Selectman Bruno – As the town grows we need expansion on the EMS side, we have accidents everyday in the summer. It seems that we are spending a lot of money for the coverage. Thank you for at least looking at this.

Town Manager Willard – We pushed hard to regionalize the area and met resistance and will continue to see this until the culture changes in the surrounding towns.

November 22<sup>nd</sup> is the next Elected Officials Open House at the Fire Department.

#### **m) Discussion of Converting Payroll to Biweekly – Board of Selectmen**

Chairman Reynolds – This item was added in the spring and there has been a great deal of work done. Thank you to Stacy Taylor for her hours to look at our Personnel Manual. Do we want to convert to an electronic payroll system? Do we want biweekly payroll periods?

Selectman Bruno – I have been a proponent of this for 10 years. Rita and Nancy met with ADP today and I think it is early to decide to do this. We will save money by changing to biweekly and to an electronic payroll. I have converted 4 different companies to biweekly and have had no problems.

Chairman Reynolds – Do we want to pursue an electronic payroll system?

Selectman Taylor – I am in favor of this and with biweekly pay. We should look at others,

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\*\* Items taken out of order



not just ADP.

Selectman Sadak – Biweekly will not save us money. We need to keep the employees at weekly.

Selectman Taylor – Biweekly helps the Town and budgetary items, not our employees. It is a small learning curve to get used to biweekly.

Selectman Gifford – There will be concerns by the employees and they will need to be addressed.

Chairman Reynolds – I would like to see staff investigate farther into what our options are. The electronic payroll should begin as soon as practical. Once the investigation is complete we will know if the savings is thousands of dollars or hundreds of dollars. I think there is a lot of progress since we asked this question in the spring.

Town Manager Willard – There is an increased enthusiasm with the staff as they learn more about the payroll systems, etc. We will continue to collect data and we are proceeding full speed ahead.

Selectman Taylor – I would suggest that we have a goal of having any system ready for the beginning of the year.

#### **4) Public Comment**

Fire Chief Tupper – We received a grant of \$70,460 to replace our large diameter hose. Thanks to Deputy Chief Cathy Gosselin for submitting the grant.

#### **5) Selectman Comment**

Selectman Sadak – anyone can sign up for the Town Newsletter online. Raymond Elementary School is doing a Color Run to benefit the school.

Selectman Gifford – July 31<sup>st</sup> we had alarms via ADT and when we arrived home there was an officer who had already checked each door and window. We need to show our appreciation of the officers that keep us and our property safe.

Chairman Reynolds – The Library had a fair this summer which was a tremendous success. There are upcoming author series and yoga sessions. There is also an upcoming “paint the town”.

#### **6) Town Manager's Report and Communications**

##### **a) Confirm Dates for Upcoming Regular Meetings**

- October 20, 2015
- November 10, 2015
- December 8, 2015

**Approved by consensus**

##### **b) Attending International City Managers Association (ICMA) Conference from Saturday, September 26<sup>th</sup>, to Wednesday, September 30<sup>th</sup>**

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\*\* Items taken out of order

7) **Fiscal Warrant – September – none this week**

**8) Executive Sessions**

a) **Executive Session pursuant to 1 MRSA §405(6)(a): Town Report Dedication**

**Motion** to enter executive session pursuant to 1 MRSA §405(6)(a) to discuss the annual Town Report Dedication by Selectman Taylor. Seconded by Selectman Sadak.

**Unanimously approved.**

**Motion** to leave executive session by Selectman Bruno. Seconded by Selectman Sadak.

**Unanimously approved.**

**Motion** to direct Town Clerk, Sue Look, to do a bit of research pertaining to the dedication selection by Selectman Bruno. Seconded by Selectman Sadak.

**Unanimously approved.**

**9) Adjournment**

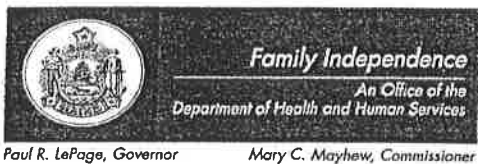
Adjourned by consensus at 9:43pm.

Respectfully submitted, \_\_\_\_\_  
Susan L Look, Town Clerk

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*\*\* Items taken out of order*



Office for Family Independence  
19 Union Street  
11 State House Station  
Augusta, Maine 04333-0011  
Tel: (207) 624-4168  
Toll Free: 1-800-442-6003  
Fax (207) 287-3455

TO: Municipal Officials/Welfare Directors/General Assistance Administrators  
FROM: Ian Miller, General Assistance Program Manager  
RE: 2015 – 2016 General Assistance Ordinance Maximums  
DATE: September 8, 2015

Enclosed please find the following items:

- MMA's new (October 1, 2015–September 30, 2016) **“General Assistance Ordinance Appendix”** (A, C & D).
- **“GA Maximums Summary Sheet”** which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- **“GA maximums adoption form”** which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (*see “Filing of GA Ordinance and/or Appendices” below for further information*).

#### **Appendix A - D**

The enclosed Appendices A - D have been revised for your municipality's General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – D. Even if you have already adopted MMA's model General Assistance Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**



## **The Adoption Process**

The municipal officers (i.e., selectpersons/council) adopt the local General Assistance Ordinance and yearly Appendices, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices after notice and hearing. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

## **Filing of GA Ordinance and/or Appendices**

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA's Publication Department, or visit their web site [www.memun.org](http://www.memun.org)).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums.

We will forward to you, copies of the revised Statute and Policy that cover the changes once they have been published.

# GENERAL ASSISTANCE ORDINANCE

## APPENDICES A-D

### 2015-2016

The Municipality of Raymond adopts the MMA Model Ordinance GA Appendices (A-C) for the period of Oct. 1, 2015—September 30, 2016. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the \_\_\_\_\_ (day) of \_\_\_\_\_ (month) \_\_\_\_\_ (year)  
by the municipal officers:

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

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(Print Name)

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(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

## GA Overall Maximums

### Metropolitan Areas

Persons in Household					
COUNTY	1	2	3	4	5*
<b>Bangor HMFA:</b> Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	628	734	916	1,141	1,326
<b>Penobscot County HMFA:</b> Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	590	618	733	1,025	1,185
<b>Lewiston/Auburn MSA:</b> Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	549	650	849	1,070	1,136
<b>Portland HMFA:</b> Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	803	956	1,181	1,563	1,641
<b>York/Kittery/S.Berwick HMFA:</b> Berwick, Eliot, Kittery, South Berwick, York	958	964	1,245	1,684	1,833
<b>Cumberland County HMFA:</b> Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	638	773	1,025	1,466	1,747

**Appendix A**  
Effective: 10/01/15-09/30/16

COUNTY	1	2	3	4	5*
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	762	810	960	1,245	1,579
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	695	796	1,009	1,370	1,418

\*Note: Add \$75 for each additional person.

**Non-Metropolitan Areas**

**Persons in Household**

COUNTY	1	2	3	4	5*
<b>Aroostook County</b>	603	620	747	946	1,036
<b>Franklin County</b>	630	658	780	971	1,382
<b>Hancock County</b>	647	733	933	1,228	1,246
<b>Kennebec County</b>	570	659	843	1,057	1,126
<b>Knox County</b>	736	741	913	1,170	1,298
<b>Lincoln County</b>	666	739	932	1,161	1,245
<b>Oxford County</b>	567	618	758	1,023	1,324
<b>Piscataquis County</b>	578	659	814	1,033	1,105
<b>Somerset County</b>	659	690	821	1,117	1,121
<b>Waldo County</b>	649	737	873	1,189	1,265
<b>Washington County</b>	572	629	749	955	1,158

\* Please Note: Add \$75 for each additional person.

## Appendix B

Effective: 10/01/15 to 09/30/16

### Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2015, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	45.12	194
2	83.02	357
3	118.84	511
4	150.93	649
5	179.30	771
6	215.12	925
7	237.67	1,022
8	271.86	1,169

**Note:** For each additional person add \$146 per month.

## GA Housing Maximums (Heated & Unheated Rents)

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

### Non-Metropolitan FMR Areas

<u>Aroostook County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		108	464	128	550
1		108	464	130	561
2		127	546	158	679
3		164	705	202	868
4		176	758	223	957
<u>Franklin County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		114	491	134	577
1		114	491	139	599
2		135	579	166	712
3		170	730	208	893
4		257	1,104	303	1,303
<u>Hancock County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		112	480	136	584
1		124	534	154	663
2		161	691	198	851
3		218	937	263	1,133
4		218	937	264	1,136
<u>Kennebec County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		94	403	118	507
1		107	460	137	589
2		140	601	177	761
3		178	766	224	962
4		181	778	236	1,016

**Appendix C**  
Effective: 10/01/15-09/30/16

**Non-Metropolitan FMR Areas**

<b><u>Knox County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		132	569	157	673
1		132	569	157	673
2		156	671	193	831
3		204	879	250	1,075
4		221	950	276	1,188
<b><u>Lincoln County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		119	513	141	607
1		126	540	156	669
2		160	690	198	850
3		202	870	248	1,066
4		209	897	264	1,135
<b><u>Oxford County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		93	400	117	504
1		101	420	128	549
2		120	516	157	676
3		170	732	216	928
4		227	976	282	1,214
<b><u>Piscataquis County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		103	443	115	496
1		115	493	128	552
2		142	613	158	681
3		184	792	202	870
4		192	827	211	906
<b><u>Somerset County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		120	517	141	606
1		121	519	147	631
2		143	615	175	753
3		202	869	241	1,038
4		202	869	241	1,038



# Appendix C

Effective: 10/01/15-09/30/16

## Non-Metropolitan FMR Areas

<b>Waldo County</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		116	497	137	590
1		125	538	155	667
2		147	631	184	791
3		664		254	1,094
4		209	898	269	1,155
		213	917		

<b>Washington County</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		94	405	118	509
1		100	430	130	559
2		118	507	155	667
3		154	664	200	860
4		188	810	244	1,048

## Metropolitan FMR Areas

<b>Bangor HMFA</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		107	461	131	565
1		124	535	154	664
2		157	674	194	834
3		198	850	243	1,046
4		227	978	283	1,216

<b>Penobscot County HMFA</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		99	427	123	531
1		99	427	127	548
2		114	491	151	651
3		171	734	216	930
4		195	837	250	1,075

<b>Lewiston/Auburn MSA</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms		Weekly	Monthly	Weekly	Monthly
0		89	382	113	486
1		105	451	135	580
2		141	607	178	767
3		181	779	227	975
4		183	788	239	1,026



**Appendix C**  
Effective: 10/01/15-09/30/16

**Metropolitan FMR Areas**

<b><u>Portland HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	148	636	172	740		
1	176	757	206	886		
2	218	939	256	1,099		
3	296	1,272	341	1,468		
4	301	1,293	356	1,531		
<b><u>York/Kittery/S. Berwick HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	186	798	210	902		
1	671		210	902		
2	186	798	270	1,163		
3	233	1,003	370	1,589		
4	324	1,393	401	1,723		
	345	1,485				
<b><u>Cumberland County HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	111	471	134	575		
1	133	574	163	703		
2	182	783	219	943		
3	273	1,175	319	1,371		
4	325	1,399	381	1,637		
<b><u>Sagadahoc County HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	138	603	163	702		
1	142	611	172	740		
2	167	718	204	878		
3	222	954	267	1,150		
4	286	1,231	342	1,469		
<b><u>York County HMFA</u></b>			<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
0	126	541	148	637		
1	139	597	169	726		
2	178	767	216	927		
3	251	1,079	297	1,275		
4	251	1,079	304	1,308		

## APPENDIX D - UTILITIES

### ELECTRIC

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

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

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.70	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

**NOTE:** For each additional person add \$7.50 per month.

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

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.10	\$86.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

**NOTE:** For each additional person add \$10.00 per month.

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

## APPENDIX E - HEATING FUEL

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

**FOR MUNICIPAL USE ONLY**

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

## **APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES**

<b><u>Number in Household</u></b>	<b><u>Weekly Amount</u></b>	<b><u>Monthly Amount</u></b>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

**NOTE:** For each additional person add \$1.25 per week or \$5.00 per month.

## **SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

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

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

***FOR MUNICIPAL USE ONLY***

## **A Letter from the Co-Chair of the Trustees of the Raymond Village Library**

Significant progress has been made at the Raymond Village Library over the past year. The circulation system is fully automated, a strategic plan is in place and being implemented, a stand-alone website is up and running, a Facebook page is new and frequently updated, the Every Action database is being employed to handle fundraising beginning with the Annual Appeal, a technical advisor is available to immediately answer library technology questions, and children's and adult programs attracted over 3,000 participants.

Our untiring staff and dedicated volunteers continue to make every patron's visit, phone or email request their priority, settling for nothing less than complete satisfaction. Not less dedicated are the Trustees whose ongoing charge is to advocate for the Library in this and surrounding communities guided by the RVL 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.*

Contributing largely to our growing success are our generous donors including area business such as Innovative Distribution Services, Engineered Construction Services, Gorham Savings Bank; the Raymond PTO and individual donors who generously respond to our Annual Appeal. Of especial note this year is the additional funding given us by the combined Select Board/Budget Finance Committee whose support is pivotal.

Going forward there is no question the library needs more space, and in fact, is now making adjustments for the lack of it. For instance, several of the summer reading programs were held at the Public Safety Building because the library could not accommodate the number of participants. Additionally, the removal of some notable author's works from the book collection has become necessary due to their low circulation and patron demand for newer materials, and the lack of shelf space to accommodate them. Should we decide to move ahead with a discussion concerning expansion, we will take care to investigate all responsible options.

The staff and Trustees of the Raymond Village Library take pride in its accomplishments, and its leadership among small libraries in Maine. This is your library , we invite you to be part of its continuing excellence.

Respectfully,

Elissa Gifford, Co-Chair, Board of Trustees of the Raymond Village Library

"We need to develop and disseminate an entirely new paradigm and practice of collaboration that supersedes the traditional silos that have divided governments, philanthropies and private enterprises for decades and replace it with networks of partnerships working together to create a globally prosperous society." - Simon Mainwaring



Connections are being made at Raymond Village Library. Community outreach continues to grow, stimulated by increasing circulation and program participation numbers. Maybe you have seen our Library Director Sally Holt out at one of many collaborative events like the town's Everybody ♥'s Raymond celebration, RSU14's Be the Influence committee meetings or connecting with the Maine State Library and other area libraries on a myriad of levels. Perhaps our most important collaboration this year was with community volunteers whose input guided the completion of our 4 year Strategic Plan, mapping goals and activities important to the library's continuing growth.

Through an array of fundraisers, our dedicated volunteers and Trustees are making connections too. With the again wildly popular Raymond Garden Tour, held in June 2015, the library brought you into people's backyards, showcasing their gorgeous Raymond landscapes and introducing you to some of our incredibly generous neighbors. Together with our local business sponsors, we raised over \$5,000, making the Garden Tour our most successful community event in 2015 and contributing to the more than \$35,000 raised by the Trustees. Each fundraiser, from our annual spring Plant Sale and summer Book Sale to our Christmas gift baskets, connects people in our active community to each other in a forum of multi-generational generosity and creativity.



Speaking of creativity, Raymond Village Library is proud to have steadily increasing participation in our numerous children's programs. In turn, Raymond's kids are fortunate to have a place to safely gather and share their excitement for learning. Under the enthusiastic leadership of our Children's Assistant Lisa Davison, we are completing another extremely popular Summer Reading Program, this year entitled "Every Hero Has a Story". Over 700 participants enjoyed events featuring the fire and police departments, a magic show, therapy dogs, science experiments, self-defense and even a dance party. We can't thank our local Superheroes enough for sharing a part of their lives with us and for making our children smile.

Smiles are what you will find all over our Facebook page. "Like" our page to get our consistently updated schedule and photos right on your feed. Be sure to visit our new website at **[www.RaymondVillageLibrary.org](http://www.RaymondVillageLibrary.org)** for friendly, easy to navigate and always updated information.

Making it all possible are our generous donors, including businesses Innovative Distribution Services, Engineered Construction Services, Gorham Savings Bank and the Raymond PTO. We couldn't do it without the support of our town government including the Selectboard and Budget/Finance Committee or without the generosity of each individual donor to our Annual Appeal. We would be lost without our incredible team of volunteers who continually demonstrate their kindness through action.

Where else can you find such a variable array of programs and people? From knitting and painting to a monthly book club, author visits, flower arranging and sign language lessons. From Dr. Seuss Night held at the elementary school to Santa's visit sponsored by the Lion's Club. From the Lego Club and Game Day to animal visits, book sales, parades and star gazing - these are just a few of the ways we have made community connections in the past year. Won't you come join us to see what ever changing opportunities await you at Raymond Village Library?



401 Webbs Mills Road  
Raymond, Maine 04071

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## MEMORANDUM

TO: Board of Selectmen  
CC: Don and Mary

FROM: Sue Carr

DATE: 10/14/2015

RE: T.A.P.

I have received info from Conservation Committee that the land is not of any interest to them.

I had Mike Hugo call and let me know that he has a large settlement coming but he did not set up a payment plan. I have heard from the IRS that they are taking action on seizing the Deep Cove Shores property which is one of Mike Hugo's property. The bank would receive their money and then we would get all our taxes, interest and penalties. I have given them the amount due thru 11/30/2015. They will follow up and letting me know what they plan to do by the end of October.

List of properties

Beattie 42/8  
Lewis 21/2  
Parker 23/21  
Square J Realty 53/32

Sue Carr  
Tax Collector

September 2015

Hello Everyone,

What a **busy season** we have had! We have lots of news to share, including **some impressive successes removing variable milfoil from Sebago Lake.**

**RAYMOND WATERWAYS BEATS VARIABLE MILFOIL IN PARTS OF SEBAGO LAKE!!!!**

- **Pre-season and post-season surveys done by the DASH crew show these dramatic results:**

**TURTLE COVE:** From 3% infestation in May to 1% in September. Milfoil plants found in September were very few and very sparse. Just a few years ago, this area was **FULL** of milfoil!

**MASON COVE:** From 13% infestation in May to 0 in September!!!! **NO MILFOIL PLANTS FOUND IN SEPTEMBER!!** Again, just a few years ago, this area was **FULL** of milfoil!

**PORT HARBOR MARINA:** From 7% infestation in May to less than 1% in September. **DASH** crew notes that fragments tend to float in and collect in one corner. Marina staff have said that this is the cleanest their area has been in years. And this has been an area with heavy infestations of milfoil.

[OBJ]

[OBJ]

After many years of steady work, refining methods and equipment along the way, we are proud of our accomplishments in these areas! Our **huge thanks** to all the residents who supported this work with funding and logistical help. **Special thanks to PORT HARBOR MARINA** for their steadfast assistance with slip space, use of crane, and maintenance help. Working together we have made enormous progress in clearing invasive variable milfoil from the shores of Raymond. Unlike working in a river, where the current helps to prevent upstream migration of milfoil fragments, working on lake shores presents the constant challenge of re-infestation from fragments that wash in by wind and waves and are deposited by visiting boats. We will have to keep a vigilant check on all these areas to prevent re-infestations.

- **More news from the milfoil effort:**

**BAYVIEW CANALS:** The **DASH** crew worked intensely in the ‘T’, or Birch, canal this season and was able to reduce a 49% infestation down to 20%. We hope to return to this area for more work next season. The **DASH** crew added benthic barrier tarps to the offshore area of the ‘straight’, or Beach, canal. This canal is densely infested. We hope to start an intense effort here next season. All work plans are dependent on funding.

**UPPER JORDAN RIVER:** Two members of the **DASH** crew joined 10 volunteers to move 5 benthic barriers downstream and place a whopping 32 new tarps in the upper Jordan River. **RWPA** crew did some careful hand pulling of sparse plants along the way. Since 2004, **RWPA** has organized yearly work days in the river, starting just downstream of the dam on Mill St. With some help from **RWPA** staff and many, many volunteers, mostly from Panther Pond and Crescent Lake, the river is clear of invasive variable milfoil from Mill St. to about where the power line crosses. Special thanks to John McPhedran and Paul Gregory from Maine DEP for joining the work day this season.

[OBJ]

[OBJ]

**TARP BUILDING:** All the work on the upper Jordan River was preceded by more tarp building. Our thanks to the volunteers who cut rebar, ground off the rough cut ends, cut the tarp material, fastened the rebar to the tarp, and folded and rolled up the neat new bundles.

[OBJ]

[OBJ]

**SURVEY FROM MYSTIC COVE TO DEEP COVE TO RAYMOND BEACH AND PORT HARBOR, FROM BAYVIEW TO WINDHAM TOWN LINE:** The Dash crew completed a ‘from the boat’ survey of these areas in September and found **no new infestations of milfoil**. Phew! That’s good news!

So, we hope to make a big push next season. We have to keep returning to the ‘success’ areas—keep checking Turtle Cove, Mason Cove, Port Harbor Marina. Our **DASH** crew will remove any milfoil found in those areas. We want to continue working intensively in the Bayview Canals, and we hope to make another big effort in the upper Jordan River. Please continue to support this work!

- **The Town of Raymond and Raymond Waterways Protective Association** have joined the *Sebago Lake*



**Milfoil Action Cooperative**, a group representing all the towns bordering Sebago lake in an effort to work together to remove invasive variable milfoil from all of Sebago Lake. RWPA has working on Raymond's shores as its first priority, but may bid for work in other parts of Sebago as time permits. This is a very exciting initiative which we heartily support!

AND THAT'S NOT ALL.....

#### **The RWPA annual meeting in June.**

- Featured speakers were **Jeff Stern**, summer program manager, **Sheila Bourque**, describing the fundraising efforts for the **Raymond Community Forest** project with Loon Echo Land Trust, and **Paul Hunt** from Portland Water District talking about **protecting the Sebago Lake watershed**.
- Jeff explained the **survey maps** completed by the DASH crew which show **dramatic reductions in variable milfoil in Turtle Cove, Mason Cove, and Port Harbor Marina**, 3 areas where the crew has worked intensely and systematically for the past few seasons.
- See the RWPA website, <http://www.raymonondwaterways.org> for the full minutes from the meeting.

#### **Buffer planting at the town beach at Crescent Lake.**

- **RWPA board members Sue Chapin and Lisa Hall** joined Crescent Lake Watershed Association President Ron Hall, and Clean Water Act, Section 319 grant implementers Jennifer Jespersen and Heather True, and Maine DEP representative Kristin Feingold to plant native shrubs at the town beach/boat launch site. This was a demonstration and educational program to help folks learn about the importance of native plant buffers to prevent phosphorus carrying soil from eroding into the lake. Check out Crescent Lake Beach and Boat Launch area later this fall for improvements to parking and drainage that will be done by the Town of Raymond as part of the grant project.

[08]

#### **Notched Pond storm water runoff project.**

- **Jeff Stern, RWPA Summer Program Manager**, whose watershed stewardship skills we rely on, submitted this report:

RWPA is working with private landowners and the Town of Raymond to control erosion from a troublesome site that has created a huge sediment delta in Notched Pond.

Soil that erodes from the land often carries phosphorus, a plant nutrient that is naturally limited in lakes. If too much phosphorus enters a lake it can create a disastrous domino effect that ultimately results in an algae bloom. Just such an algae bloom has already occurred in several Maine lakes; turning formerly clear blue lakes green and ruining water quality, recreation and shorefront property values. RWPA is working hard to make sure it doesn't happen in Raymond.

The situation at Notched Pond is complicated by the fact it appears both public and private roads may contribute to the problem. Storm water runoff that flows underneath the North Raymond Road, a town site, could at times of high water wash all the way downhill in a ditch to the pond. Work planned by the Raymond Public Works Department – and probably already completed as this newsletter went to print – to enlarge the sediment pool at the outlet of the culvert under North Raymond Road should improve this situation by slowing high flows before they enter the ditch.

There is a much more extensive list of tasks that need to be done on and adjacent to the private road closer to Notched Pond. The outlet of the aforementioned ditch by the lake should be excavated to create a de facto sediment pool to catch runoff and allow sediment to settle out. The ditch itself needs to be widened, deepened and lined with rip-rap in places to keep water from spilling out onto the private road. An additional culvert and ditches need to be installed at a point further up this road.

In June, 2015 RWPA met with Chris Baldwin, the engineer from the Cumberland County Soil & Water Conservation District, and Nate White from the Raymond Public Works Department to finalize plans. This information was then relayed to the private owners on Notched Pond. RWPA will help them apply for a permit from the State of Maine as a prerequisite for doing the work, which will hopefully take place this fall.

#### **OUR THANKS TO:**

- **Louise Lester**, for the loan of a chop saw for cutting rebar
- **Dan and Ruth Ticcione and Hall and Debbie Thompson**, all of Panther Pond, for the loan of long canoes for transporting tarps on the upper Jordan River
- **Woody Beach of Raymond Pond; Lisa Hall of Crescent Lake; Bob French, Lark and Lianne Parmalee, Hall Thompson, Neil and Peggy Jensen of Panther Pond; Sue Chapin of Thomas Pond; for building benthic barrier tarps for use in the upper Jordan River**



- Dick Anderson, Marie Connolly, Joel Cooper, Connie Cross, Bob French, Neil and Peggy Jensen, Sarah Mills, all of Panther Pond, for carrying and placing tarps on the upper Jordan River and for dismantling large old tarps and removing all their components
- Bob Chapin, of Thomas Pond, Ben Severn, Bob and Sibyl French, and Peggy Jensen, all of Panther Pond, for volunteering to cover Courtesy Boat Inspection shifts for Thomas Pond and Panther Pond, when RWPA staff were not available
- All the Invasive Plant Patrollers on Crescent lake, Notched Pond, Panther Pond, Raymond Pond, and Thomas Pond for checking the littoral zones for invasive plants
- All the Water Quality monitors on Crescent Lake, Notched Pond, Panther Pond, Raymond Pond, and Thomas Pond for checking water clarity, temperature, and dissolved oxygen levels.

\*\*\*\*\* **TIME IS RUNNING OUT!** \*\*\*\*\*

**CRESCENT LAKE CLEAN WATER ACT SECTION 319 GRANT MONEY STILL AVAILABLE FOR WORK ON RESIDENTIAL SITES FOR FALL PLANTING OR OTHER PROJECTS. CONTACT HEATHER TRUE AT 892-4700. This is getting close to a ‘use it or lose it’ situation. Call NOW!**

**FREE TRAINING OPPORTUNITY:**

- Thursday, October 1, 4:30-6:30 PM, at Saint Joseph’s College. Learn how to help the effort to eradicate milfoil from Sebago Lake. Register with Maine VLMP, [vlmp@mainevlmp.org](mailto:vlmp@mainevlmp.org)



*Board of Selectmen  
401 Webbs Mills Road  
Raymond, Maine 04071*

## **Appointment by Municipal Officers of Election Clerks**

Pursuant to M.R.S.A. 21-A §503, the undersigned municipal officers of the Town of Raymond do hereby vote to appoint and confirm the following registered voters as Election Clerks for the November 3, 2015 election:

<b>Party</b>	<b>First Name</b>	<b>Surname</b>	<b>Address 1</b>	<b>Address 2</b>	<b>City St Zip</b>
D	Susan	Accardi	PO Box 928		Raymond ME 04071
D	Rachel A.	Akins	82 Myron Hall Rd		Raymond ME 04071
D	Robert	Akins	82 Myron Hall Rd		Raymond ME 04071
R	Linda	Alexander	1 Pine Lane		Raymond ME 04071
R	Jane	Bartlett	106 Sloans Cove Rd		Raymond ME 04071
D	Abel	Bates	1 Cape Rd		Raymond ME 04071
R	Kathleen	Bent	5 Shore Rd		Raymond ME 04071
R	Shirley	Bloom	26 Sebago Rd		Raymond ME 04071
D	Alice	Bredenberg	PO Box 655		Raymond ME 04071
R	Suzanne	Brockelbank	3 Mill St		Raymond ME 04071
R	Carolyn	Burnham	PO Box 655		Raymond ME 04071
D	Nancy	Buzzell	PO Box 483		Raymond ME 04071
D	Basil	Champniss	3 Glen Road		Raymond ME 04071
D	Melanie	Champniss	3 Glen Road		Raymond ME 04071
R	Marie	Connolly	10 Chickadee Ln		Raymond ME 04071
R	Charles	Cragin	PO Box 248		Raymond ME 04071
R	Louise	Doyle	2 Dolimount Rd		Raymond ME 04071
D	Deborah	Eastman	PO box 129		Raymond ME 04071
R	Laurie	Forbes	17 Webbs Mills Rd		Raymond ME 04071
R	Natalie	Foss	4 Brown Rd		Raymond ME 04071
R	Greg	Foster	29 Ledge Hill Rd		Raymond ME 04071
D	Deborah	Gideon	179 Raymond Hill Rd		Raymond ME 04071
D	Janice	Gower	9 Oxview Lane		Raymond ME 04071
U	Susan	Grondin	PO Box 869		Raymond ME 04071
D	Susan	Hamilton	PO Box 845		Raymond ME 04071
D	Dorothy	Hartman	PO Box 1274		Raymond ME 04071
D	Robert	Hartman	PO Box 1274		Raymond ME 04071
R	Steven	Haycock	174 North Raymond Rd		Raymond ME 04071
D	Susan	Hirsch	123 Spring Valley Rd		Raymond ME 04071
R	Anita	Holmquist	P O Box 354		Raymond ME 04071
U	Jane	Hubbell	5 Kristin Ln		Raymond ME 04071
D	Ellen	Huber	16 Pulpit Rock Rd		Raymond ME 04071
R	Charlotte	Jewell	17 Hartley Lane		Raymond ME 04071
D	Dacia	Klinkerch	143 Spiller Hill Rd		Raymond ME 04071
R	Lisa	Knight	1 Brook Rd		Raymond ME 04071

Party	First Name	Surname	Address 1	Address 2	City St Zip
D	Elisabeth	Lachance	20 Long Dr		Raymond ME 04071
U	Susan	Lawler	19 Medawisla Ln		Raymond ME 04071
R	Louise	Lester	PO Box 346		Raymond ME 04071
U	Susan	Lowberg	9 Elizabeth Ave		Raymond ME 04071
R	Carol	Meader	24 Sloanes Cove Rd		Raymond ME 04071
R	Peggy	Merrill	15 Elizabeth Ave		Raymond ME 04071
U	Cindy	Merriman	4 Vogel Rd		Raymond ME 04071
R	Irene	Morris	6 Kings Grant		Raymond ME 04071
D	Martha	Morrison	718 Webbs Mills Rd		Raymond ME 04071
R	Roberta	Morton	PO Box 809		Raymond ME 04071
D	Christopher	Mulvihill	63 Gore Rd		Raymond ME 04071
R	Vonla	Murdock	42 Mill St		Raymond ME 04071
U	Louise	Murray	P O Box 227		Raymond ME 04071
D	Elizabeth	O'Donal	c/o Patricia Kramer	93 Pipeline Rd	Raymond ME 04071
D	Barbara	O'Neill	67 Spring Valley Rd		Raymond ME 04071
R	Steve	Phillips	154 Cape Rd		Raymond ME 04071
U	Mary	Picavet	3 Arbor Woods Rd		Raymond ME 04071
U	Elizabeth	Rand	518 Webbs Mills Rd		Raymond ME 04071
U	Alice	Richards	15 Oakledge Rd		Raymond ME 04071
R	Teresa	Sadak	207 Webbs Mills Rd		Raymond ME 04071
D	Karen	Sanford	222 Mountain Rd		Raymond ME 04071
R	Eileen	Stiles	94 Deep Cove Rd		Raymond ME 04071
R	Joanne	Stinson	51 Haskell Rd		Raymond ME 04071
D	Lee	Street	PO Box 70		Raymond ME 04071
D	Linda	Taylor	46 Clearwater Dr	PO Box 494	Raymond ME 04071
R	Kim	Tees	PO Box 388		Raymond ME 04071
D	Faith M.	Towle	12 Woodland Rd		Raymond ME 04071
G	Elisa	Trepanier	5 Salmon Rd		Raymond ME 04071
R	Brenda	Tubbs	350 Webbs Mills Rd		Raymond ME 04071
D	Marlee	Turner	31 Big Pine Rd		Raymond ME 04071
D	Laurie	Wallace	36 Pulpit Rock Rd		Raymond ME 04071
D	Steve	Warshaw	63 Spring Valley Rd		Raymond ME 04071
G	Debbi	Webber	136 Mountain Rd		Raymond ME 04071

Given under our hands on the 20<sup>th</sup> day of October, 2015.

\_\_\_\_\_  
Mike Reynolds, Chairman

\_\_\_\_\_  
Lawrence A Taylor

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

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

\_\_\_\_\_  
Samuel Gifford



*Board of Selectmen  
401 Webbs Mills Road  
Raymond, Maine 04071*

### **Appointment by Municipal Officers of Warden/Moderator**

Pursuant to M.R.S.A. 21-A §501 and 30-A §2524(2), the undersigned municipal officers of the Town of Raymond do hereby vote to appoint and confirm Suzanne M Carr as the Warden for the November 3, 2015 election.

Given under our hands on the 20<sup>th</sup> day of October, 2015.

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Mike Reynolds, Chairman

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Lawrence A Taylor

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Joe Bruno

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Teresa Sadak

---

Samuel Gifford



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

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**TOWN OF RAYMOND  
PROPOSED "SAFE ZONES"**

Crescent Beach – Webbs Mills Rd.  
Raymond Beach – Roosevelt Trail  
Tassel Top Park – Roosevelt Trail  
Sheri Gagnon Memorial Park – Mill St.  
Raymond Elementary School – Webbs Mills Rd. (owned by RSU #14)  
Jordan Small Middle School – Webbs Mills Rd. (owned by RSU #14)  
Morgan Meadows – Egypt Road and North Raymond Roads  
Patricia Avenue Parcel – Roosevelt Trail  
Farwell Drive Parcel – Egypt Road

# RAYMOND FIRE RESCUE ELECTED OFFICIAL ACADEMY



## FOR OUR ELECTED OFFICIALS / TOWN EMPLOYEES

We are excited to have you join us for an introduction to the life of a Firefighter/EMS provider at the Raymond Fire Rescue Department.

Our objective is to inform and educate our officials and fellow town staff to the mission of the RFRD and the challenges we face to achieve our goals.

The day will be set as if it were your first day on with the department in a "condensed academy" for new members. Please join us and learn more about your department, and the members who dedicate themselves to the town of Raymond

NOVEMBER 22, 2015 12:30 PM to 4:30 PM  
Raymond Public Safety Building 1443 Roosevelt Trail

- \* Witness a cardiac arrest response
- \* Work in Gear and work as a team using equipment
- \* Learn what it takes to become a member
- \* See the Jaws in action

Snacks, coffee provided

Please RSVP with Chief Tupper at: [Bruce.Tupper@raymondmaine.org](mailto:Bruce.Tupper@raymondmaine.org) or calling 655-1187

