



Town of Raymond Board of Selectmen ePacket October 11, 2016 Table of Contents

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Agenda



BOARD OF SELECTMEN Agenda

October 11, 2016

6:30pm – Regular Meeting

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.

1) Call to order

2) Minutes of previous meetings

- a) **September 13, 2016 meeting minutes**

3) Public Hearing – Liquor License Renewal

- a) **Jalisco LLC, Jose Manuel Chavez Mendoza, DBA A La Mexicana, 1227 Roosevelt Trail**

Mr. Mendoza is applying for a renewal liquor license. Fire Inspector David Mains performed the requisite life safety and fire protection ordinance inspections on October ??, 2016. Mr. Mains recommends this liquor license for approval. No complaints of any kind have been lodged with the Town against A La Mexicana regarding their operations.

4) New Business

- a) **Board of Selectmen Confirmation of New Finance Director – Don Willard, Town Manager**

Cathy A Ricker, CPA, has been offered and accepted the position of Finance Director. She has a bachelor degree in accounting as well as 30 years of experience in Finance, 14 of which as a Municipal Finance Director/Controller. Cathy also spent 4 years as a State Auditor. October 18th will be her starting date at the Town Office.

- b) **Raymond Elementary School Playground Project – Alissa Messer**

Ms Messer would like to update the Board of Selectmen on the progress and plans for the Raymond Elementary School Playground Project.

- c) **Consideration of Appointment of Planning Board Member – Kyle Bancroft**

At its 8-10-2016 meeting the Planning Board voted unanimously to approve Kyle Bancroft's application and to forward his application to the Select Board with a recommendation that he be appointed. Mr Bancroft is filling a vacancy with a term ending on June 30, 2018.

- d) **Consideration of a Quit Claim Deed for a Tax Acquired Property – Sue Carr, Tax Collector**

Donald and Holly Bernier have agreed to purchase Map 018 Lot 027-A on Tenny Hill Road for \$20,000, plus all related fees. Releasing the Quit Claim Deed will be contingent upon finalization of all forms and payments.

- e) **Appoint a Warden for the November 8, 2016, Presidential Election – Sue Look, Town Clerk**

Selectman's Meeting Agenda (Page 1 of 2) October 11, 2016

5) Public Comment

6) Selectman Comment

7) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- November 22, 2016 (proposed change from November 15th due to the Election)
- December 13, 2016

b) Reminder of Election Related Activities

- November 3rd – deadline to request Absentee Ballot
- November 8th – polls open from 7am to 8pm at the Jordan Small Middle School gymnasium

c) Reminder of Upcoming Holiday Schedule

- November 11th – Veterans' Day
- November 24th & 25th – Thanksgiving

8) Treasurer's Warrant

9) Adjournment

Previous Meeting(s) Minutes



BOARD OF SELECTMEN Minutes

September 13, 2016

6:30pm – Regular Meeting

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: Joe Bruno, Teresa Sadak, Samuel Gifford, and Rolf Olsen

Selectmen absent: Lawrence Taylor

Town Staff in attendance:

Don Willard – Town Manager
Sue Look – Town Clerk
Rita Theriault – Human Resource Officer
Sue Carr – Tax Collector

- 1) **Called to order** at 6:30pm by Chairman Bruno

- 2) * **Minutes of previous meetings** – June 21, 2016 and August 16, 2016

Motion to approve the minutes for June 21, 2016, by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

Motion to approve the minutes for August 16, 2016, by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

- 3) **New Business**

- a) * **Community Service Award** – Joe Bruno, Board of Selectmen Chair

Chair Bruno – Mike Reynolds, will you please meet me at the podium. This is an award for your outstanding, dedicated service for the past 12 years representing the people of the Town of Raymond. It is a little token of our appreciation for all you have done for the Town. We are going to miss you. I know you have a calming effect on me. People don't understand the dedication, time and effort you have put in over 12 years to do this and it is not easy. You were always up on top of things, you never let anything slide. You are very much appreciated by me, the Select Board, and the Town.

Mr Reynolds – I do want to say that even though Joe's nice words about being prepared and being conscientious about it, it is not that hard a job. Yes, there is a lot of reading, but I would encourage anybody who is here or anybody watching – don't be afraid to volunteer for anything in Town. I started with baseball and soccer, and then Kevin Woodbrey asked me

Selectman's Meeting Minutes (Page 1 of 5) September 13, 2016

about Technology and I went there. The reason I ended up on this Board is because of Vicki Woodbrey coming to me and saying could you find somebody to serve on the Board. That was close to 13 years ago and I have enjoyed it for the most part. It has been a great ride, I think we have accomplished a lot. I am proud of having worked with you folks, and Ada Brown and Chris McClellan who took me under their wings, and Betty McDermott who just reached out and made me feel so comfortable. Those folks and others over the years, nobody does it alone. Thank you again for this (*a plaque and a gift certificate*), and I will miss it. For anybody who doesn't know, my wife and I have purchased a home in another community and will be moving from Raymond within the month, but that doesn't mean you can't come visit. Thank you again.

b) Update from the Raymond Village Library Trustees – Emily Allen, President, and Sheila Bourque, Treasurer

Introduction of the new Library Director, Allison Griffin, and an update on the Library's budget.

Ms Bourque – We have revamped our chart of accounts. We took the last 5 years of income and have reduced our spending by 14%. We have reduced our book budget by \$2,000. Norway Savings Bank gave us \$1,000 for children's books or the reduction would have been \$3,000. Hancock Lumber donated the materials to fix the back wall of the Library. We have 3 new board members – Janet Walker, Paul Cullinan, and Leigh Walker. Laurie Forbes is joining us on the Technology Committee. Our new Library Director started yesterday and is the former director of the Bridgton Library. She also has a solid budget background. We would like to come back to the Selectmen for updates quarterly.

Chair Bruno – It is good to see a realistic budget. This is much appreciated.

Ms Bourque – We really took your questions and suggestions to heart.

Selectman Sadak – Thank you for keeping the communication open and for coming back after a tough budget season.

Chair Bruno – Congratulations to the new Board Members.

c) Consideration of Appointment of Planning Board Member – Kyle Bancroft

At its 8-10-2016 meeting the Planning Board voted unanimously to approve Kyle Bancroft's application and to forward his application to the Select Board with a recommendation that he be appointed. Mr Bancroft is filling a vacancy with a term ending on June 30, 2018.

Motion to table until October's meeting by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

d) * Annual Tax Commitment – Curt Lebel, Contract Assessor

The Contract Assessor will ask the Board to set the FY17 tax rate, execute the tax commitment and charge Tax Collector Sue Carr with the collection of taxes. Possible tax rate options will be provided at the meeting and Contract Assessor Lebel will be available to discuss this year's valuation.

Mr Lebel – The valuations remain strong with new building. We will need a slight increase in mill rate to cover the school and county tax increases. I am suggesting a \$41,000 overlay to

satisfy our budget needs.

Chairman Bruno – the municipal budget went down. We have not gone over the 12 mill mark since the last revaluation.

Mr Lebel – The homestead exemption has been increased from \$10,000 to \$15,000, so increasing the mill rate will not mean a tax increase for many tax payers. The growth in building and excise taxes help on the revenue side.

Motion to approve a mill rate of 12.1 by Selectman Olsen. Seconded by Selectman Sadak.
Unanimously approved.

e) **Proposed Quit Claim Deeds** – Sue Carr, Tax Collector

Tax Collector Carr presented the following properties to be considered for granting Quit Claim Deeds as all back taxes, interest, and fees have now been paid in full:

Owner	Address	Map-Lot
Richard Cunningham	367 Webbs Mills Rd	010-124
Peter & Colleen Moreshead	Webbs Mills Rd	051-022-A

Motion to accept the Quit Claim Deed for Peter & Colleen Moreshead by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

Motion to accept the Quit Claim Deed for Richard Cunningham by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

f) * **County Tax Warrant** – Nancy Yates, Finance Director

The annual Tax Assessor's Return in the amount of \$676,263 for the County Tax Warrant requires the signatures of the majority of the Selectmen.

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

g) * **Personnel Policy Rev 2016 for Discussion and Possible Approval** – Rita Theriault, Human Resource Officer

A "red-line" copy as recommended by Town Attorney Matthew Tarasevich was included in the ePacket, as well as a final draft should the Board of Selectmen elect to approve this revised policy.

Motion to enter Executive Session (A) at 6:58pm by Selectman Gifford. Seconded by Selectman Sadak.
Unanimously approved.

Motion to leave Executive Session at 7:15pm by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

Motion to adopt the Personnel Policy by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved.

Chair Bruno – Thank you to Rita Therriault, Human Resource Officer, and Stacy Taylor, Consultant, for all of their hard work on this project.

Town Manager Willard – Thank you also to Sue Look, Town Clerk, and Matt Tarasevich, Town Attorney, for their review of the final document.

- h) * **2016-2017 General Assistance Ordinance Public Hearing and Approval** – Don Willard, Town Manager

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 through October 1.

Appendices A-D and Maximums Adoption Form

6:50pm Public Hearing opened.

6:51pm Public Hearing closed.

Motion to adopt the General Assistance Appendices A-D and Maximums Adoption Form as presented by Selectman Olsen. Seconded by Selectman Sadak.
Unanimously approved.

- 4) **Public Comment** – None

- 5) * **Selectman Comment**

Selectman Sadak - Congratulations to Mary Beth Noonan for getting as far as she did in the Miss America Pageant.

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

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

- October 11, 2016
- November 15, 2016

- b) **Reminder of Election Related Activities**

- 1st week of October - Absentee Ballots available
- November 3rd – Last day to request an Absentee Ballot
- November 8th – Election Day – Polls open 7am to 8pm at Jordan Small Middle School

- c) **Reminder of Upcoming Holiday Schedule**

- Monday, October 10th – Columbus Day
- Friday, November 11th – Veterans' Day
- Thursday & Friday, November 24 & 25 – Thanksgiving

- d) September 24-28 Town Manager Willard will be at the ICMA Conference.

Selectman's Meeting Minutes (Page 4 of 5) September 13, 2016

7) **Treasurer's Warrant** – September 13, 2016

Motion to \$213,961.87 by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

8) **Executive Sessions**

a) **Consideration of Bids for Tax Acquired Properties** – Pursuant to MRSA 1 §405 (6)(C)

Motion to enter Executive Session as cited above at 7:18pm by Selectman Olsen. Seconded by Selectman Sadak.
Unanimously approved.

Motion to leave Executive Session at 7:29pm by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

Motion to reject the bid from Donald and Holly Bernier for Map 018 Lot 027-A by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

Motion to reject the bid from Pine Tree Real Estate for Map 021 Lot 002 by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

Motion to reject the bid from Pine Tree Real Estate for Map 030 Lot 016 by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

Motion to accept the bid from Lou Gonzales for Map 030 Lot 016 by Selectman Sadak. Seconded by Selectman Olsen.
Unanimously approved.

b) **Consideration of Annual Town Report Dedication** – Pursuant to MRSA 1 §405 (6)(A)

Motion to enter executive session as cited above at 7:31pm by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

Motion to leave executive session at 7:40pm by Selectman Sadak. Seconded by Selectman Olsen.
Unanimously approved.

9) **Adjournment**

Motion to adjourn at 7:42pm by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved.

Respectfully submitted,

Susan L Look, Town Clerk

Public Hearing - Liquor License Renewal

**BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV**

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: Yes No

PRESENT LICENSE EXPIRES 12/31/16

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input type="checkbox"/> HOTEL NO FOOD (Class I-A) | |
| <input type="checkbox"/> CLUB w/o Catering (Class V) | <input type="checkbox"/> CLUB with CATERING (Class I) | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>JALISCO LLC</u>		Business Name (D/B/A) <u>A LA MEXICANA</u>	
APPLICANT(S) –(Sole Proprietor)	DOB:	Physical Location: <u>1227 Roosevelt trail</u>	
	DOB:	City/Town <u>Raymond</u>	State <u>Maine</u>
Address		Mailing Address	
City/Town	State	City/Town	State
		<u>Raymond</u>	<u>Maine</u>
Telephone Number	Fax Number	Business Telephone Number	Fax Number
		<u>207-655-9290</u>	
Federal I.D. # <u>81-3620243</u>		Seller Certificate #: <u>1181031</u> or Sales Tax #:	
Email Address: Please Print <u>CHAVEZ-j8029@hotmail.com</u>		Website: <u>alamexicanarestaurant.com</u>	

If business is NEW or under new ownership, indicate starting date: 12/01/16

Requested inspection date: 11/01/16 Business hours: 11:30-9:00 Tues-Sun
4-9-Monday

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: N/A
2. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 350,000 LIQUOR \$ 150,000
3. Is applicant a corporation, limited liability company or limited partnership? YES NO

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you permit dancing or entertainment on the licensed premises? YES NO

5. If manager is to be employed, give name: _____

6. Business records are located at: 1227 Roosevelt trail, Raymond Maine 04071

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

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

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

Name in Full (Print Clearly)	DOB	Place of Birth
Jose Manuel Chavez Mendoza	9/29/1980	Guadalajara, Jalisco Mexico

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

62 Pipe line Rd, Windham ME 04062
44 Milliken Mills, Old Orchard Beach 04064

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

Name: Jose Manuel Chavez Mendoza Date of Conviction: 2005

Offense: Driving without a license Location: Atlanta GA

Disposition: Guilty (use additional sheet(s) if necessary)

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

Yes No If Yes, give name: _____

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

13. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

Laurie Mason POBox 829 South Casco, Maine 04077

14. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____

7,000 sq/ft Mexican Restaurant

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

YES NO Applied for: Health inspection

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

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

If YES, give details: _____

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

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

Dated at: Raymond, ME on Sept 27th, 2016
Town/City, State Date

Please sign in blue ink

Jose M Chavez
Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Jose M Chavez
Print Name

Print Name

FEE SCHEDULE

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

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

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

All fees must accompany application, make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:
 Bureau of Alcoholic Beverages and Lottery Operations
 Division of Liquor Licensing and Enforcement
 8 State House Station, Augusta, ME 04333-0008.
 Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

STATE OF MAINE

Dated at: Raymond, Maine Cumberland
City/Town (County)

On: _____
Date

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

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

- A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]
- B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]
- C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD).]
- D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD).]
- E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD).]
- F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]
- G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]
[2009, c. 81, §§1-3 (AMD) .]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]
[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau. An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

Please be sure to include the following with your application:

- Completed the application and sign the form.
- Signed check with correct license fee and filing fee.
- Your local City or Towns signature(s) are on the forms.
- Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).
- Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.
- Complete the Corporate Information sheet for all ownerships except sole proprietorships.
- If you have any questions regarding your application please contact us at (207)624-7220.

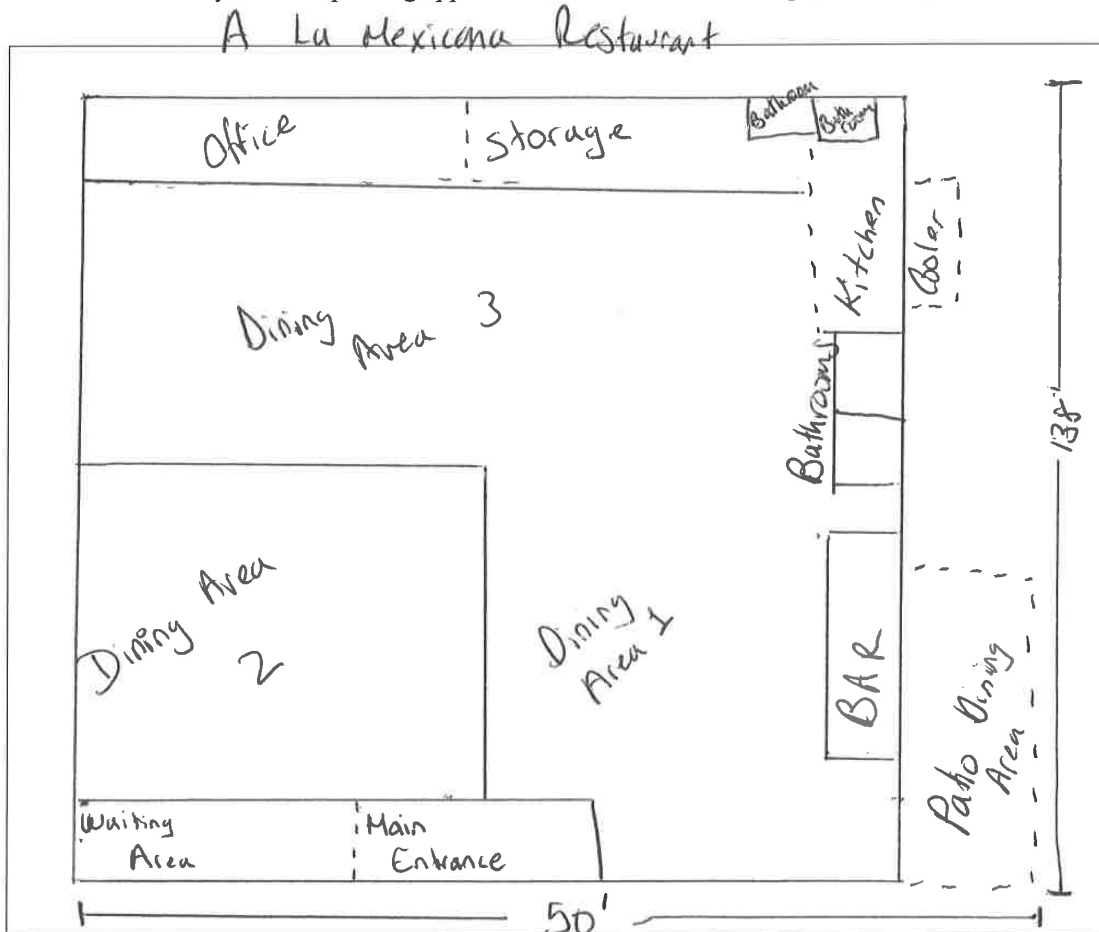
Bureau of Alcoholic Beverages and Lottery Operations
 Division of Liquor Licensing & Enforcement
 8 State House Station, Augusta, ME 04333-0008
 10 Water Street, Hallowell, ME 04347
 Tel: (207) 624-7220 Fax: (207) 287-3434
 Email Inquiries: MaineLiquor@maine.gov

DIVISION USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Not Approved
BY:	

ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, decks and all areas that you are requesting approval from the Division for liquor consumption.





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:	
License #:	_____
SOS Checked:	_____
100% Yes	<input type="checkbox"/> No <input type="checkbox"/>

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: JALISCO LLC
- Doing Business As, if any: A la Mexicana
- Date of filing with Secretary of State: 8/5/2016 State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: N/A
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Jose Manuel Chavez Mendonza	62 pipe line Rd, Windham ME 09062 44 Milliken Hills, Old Orchard Beach, 09064	9/29/1980	Owner	100%

(Stock ownership in non-publicly traded companies must add up to 100%.)

- If Co-Op # of members: 1 (list primary officers in the above boxes)
- Is any principal person involved with the entity a law enforcement official?
Yes No If Yes, Name: _____ Agency: _____

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes No

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: Jose Manuel Chavez Mendoza

Date of Conviction: 2005

Offense: Driving without a license

Location of Conviction: Atlanta GA

Disposition: Guilty

Signature:

Jose M Chavez 9/24/16
Signature of Duly Authorized Person Date

Jose Manuel Chavez Mendoza
Print Name of Duly Authorized Person

Submit Completed Forms To:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

Fire Department Inspection for Liquor License



Raymond Fire & Rescue

Occupancy: **A La Mexicana**
Address: **1227 Roosevelt TRL**
Raymond ME 04071

Inspection Type: **Annual - Old Do Not Use**

Inspection Date: **10/5/2016**

By: **Gosselin, Cathy J (GOSSELINC)**

Time In: **12:30**

Time Out: **13:00**

Authorized Date: **10/06/2016**

By: **Mains, David (MAINS D)**

Form: Annual 15-0830

Inspection Description:

Annual Inspection Form
New and Change of Use Inspection Form

Inspection Topics:

Housekeeping

Other

Other Housekeeping Comments

Status: Corrected

Notes: Back door had small furniture in front of it- Owner corrected on the spot

Fire Extinguishers

Other

Other Fire Extinguisher Comments

Status: Information

Notes: All fire extinguishers mounted and inspected for 2016. Kitchen Hood system inspected

Exits

Other

Other Exit Comments

Status: Routine Maintenance

Notes: Exit Light by Kitchen back door needs new battery

Fire Alarm

Other

Other Fire Alarm Comments

Status: Information

Notes: Fire alarm inspection for 2016 on file- using Ideal Security Inc.

Other Comments

Additional Inspection Items

Enter additional inspection comments

Status: Information

Notes: 1 pressurized water can out of date in hallway- Adequate amount of other fire extinguishers mounted throughout the building

Additional Time Spent on Inspection:

Category

Start Date / Time

End Date / Time

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 30 minutes

Total Time: 30 minutes

Summary:

Overall Result: Passed

The occupancy is in compliance with the Raymond Fire Protection Ordinance and State Fire Code.

Inspector Notes:

Closing Notes:

This fire prevention inspection has been made by the Raymond Fire Department for the purpose of promoting fire safety and to assist the Owner or Operator of the Occupancy in identifying conditions that require correction. Items listed in this inspection report must be corrected before the Occupancy will be deemed in compliance with the Raymond Fire Protection Ordinance.

Inspector:

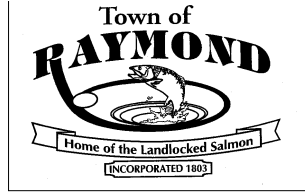
Name: Gosselin, Cathy J

Rank: EMS Deputy Chief

Signature

Date

New Finance Director



*Town of Raymond
401 Webbs Mills Road
Raymond Me 04071*

*Don Willard
Town Manager
don.willard@raymond.maine.org*

Town Office 207-655-4742

Fax 207- 655-3024

October 5, 2016

Ms. Cathy Ricker
42 Surprenant Circle
Brunswick, ME 04011

Dear Cathy,

I am writing in follow up to our conversation on October 4, 2016 regarding your appointment as Finance Director for the Town of Raymond. First I want to congratulate you on being chosen from a highly qualified field of candidates. The Town staff are all looking forward to working with you.

We agreed on a salary of \$2884.62 per bi-weekly pay period to annualize \$75000 per year with your next potential adjustment on July 1, 2017 subject to the town's merit pay system and approved budget. Annual salary increases thereafter will also be subject to merit reviews, approvals and related policies. You will accrue three weeks vacation time in the first year of employment and a 5% ICMA retirement match on initial appointment in consideration of your prior work experience as negotiated. All employees are considered probationary for the first six months. At the end of the probationary period you will receive a formal written evaluation. A favorable evaluation at that time will end your probationary employment status. Your employment start date will be Tuesday, October 18, 2016 at 8:00 AM. You will be provided with a security code for the rear entrance door and computer access at that time.

In the meantime, if I can provide any further information or assistance, please do not hesitate to contact me or Human Resource Officer, Rita Theriault.

Sincerely,

Donald Willard
Town Manager

Cc: Board of Selectmen
Selection Committee

RES Playground Project Update

Board of Selectmen – Agenda Item Request Form – Public

401 Webbs Mills Road
Raymond, Maine 04071
207-655-4742 fax 207-655-3024
sue.look@raymondmaine.org

Requested Meeting Date:

October

Request Date:

25 Aug 2016

Requested By:

Alissa Messer

Address:

31 Pulpit Rock Road

alissamesser@gmail.com

eMail:

Phone #:

2073326710

Category of Business (please check one):

Information Only

Public Hearing

Report

Action Item

Other - Describe

Agenda Item Subject:

Raymond Elementary School Playground Project

Agenda Item Summary:

We have spoken before the Selectmen regarding the RES Playground project during the past two years and I thought they may like an update in our progress and our plans this year. This directly involves the community and we would like to update our community officials.

Action Requested:

no action requested. Informative only.

Attachments to

Support Request:

Planning Board Appointment

Board of Selectmen – Agenda Item Request Form

401 Webbs Mills Road
Raymond, Maine 04071
207-655-4742 fax 207-655-3024
sue.look@raymondmaine.org

Requested Meeting Date:

09/13/16

Request Date:

08/24/16

Requested By:

PLANNING BOARD

Address:

401 Webbs Mills Rd
Raymond Me 04071

eMail:

Phone #:

Category of Business (please check one):

Information Only

Public Hearing

Report

Action Item

Other - Describe:

Agenda Item Subject:

Application of Kyle Bancroft to fill vacancy on Board

Agenda Item Summary:

At its 08/10/16 meeting, the Planning Board voted unanimously to approve Kyle Bancroft's application and to forward his application to the Select Board with a recommendation that he be appointed.

Action Requested/

Recommendation:

Planning Board requests the Select Board appoint Mr. Bancroft to fill one of 2 openings on the PLANNING BOARD

Attachments to

Support Request:



The Town of Raymond Needs Volunteers To Serve on Various Boards and Committees

If you are a Raymond resident and interested in serving on any of the following committees or boards, please fill in the information below and return it to the Town Clerk, who will make sure it gets to the appropriate board or committee chair(s) for consideration and response. Not all committees and boards currently have openings, however, vacancies occur on a regular basis.

- Beautification Committee
- Board of Assessment Review
- Cemetery Committee
- Conservation Commission
- Planning Board
- Raymond Recreation Association
- Recycling Committee
- Tassel Top Park Board of Directors
- Technology Committee
- Veteran's Memorial Committee
- Zoning Board of Appeals

There are many other opportunities to serve your town as an elected official, a member of a community resource organization, an election worker on Election Day, etc. Contact the Town Clerk for more information.

Please complete this form and submit to:

Town Clerk, 401 Webbs Mills Road, Raymond ME 04071

or via fax to (207) 655-3024

or via email to sue.look@raymondmaine.org

Name: KYLE BANCROFT
Mailing Address: P.O. BOX 896 RAYMOND, ME
Telephone Number: 207-807-0842
Occupation: ACCOUNT MANAGER
E-mail Address: KJBANCROFT@HOTMAIL.COM

Boards and/or committees you are interested in (please list in order of preference):

1. PLANNING BOARD 2. ZONING BOARD OF APPEALS 3. BOARD OF ASSESSMENT REVIEW
--

Why are you interested in the board(s) and/or committee(s) chosen above?

I HAVE BEEN SEARCHING FOR A WAY TO GIVE BACK TO THE TOWN OF RAYMOND. I HAVE LIVED IN THE TOWN MY ENTIRE LIFE. IT HAS BEEN A WONDERFUL PLACE TO GROW UP AND LIVE. WHEN I REALIZED THE TOWN NEEDED VOLUNTEERS FOR BOARDS AND COMMITTEES I WANTED TO HELP.

What contributions, benefits, talents, and skills can you bring to the Town of Raymond?

I BELIEVE MY BIGGEST CONTRIBUTION WOULD BE MY COMMITMENT. I AM WILLING TO COMMIT MY TIME, EFFORT, AND UN-BIASED OPINION. I CAN ALSO PROVIDE A UNIQUE PERSPECTIVE BY BEING ABLE TO RELATE TO BOTH SIDE OF AN ISSUE. MY TIME AS A GENERAL CONTRACTOR HAS GIVEN ME THE EXPERIENCE OF BEING AT THE OTHER SIDE OF THE TABLE.

What do you feel is the responsibility of the boards and/or committees you chose?

TO HELP FACILITATE THE TOWNS GROWTH ACCORDING TO THE TOWNS MASTER PLAN AND THE NEEDS OF ITS CITIZENS.

What municipal boards, volunteer organizations, or community service groups/committees have you worked with in the past and for what length of time?

NONE

Will your schedule be flexible enough to allow you to attend meetings on a regular basis?

Yes No

Thank you for your interest in the Town of Raymond!

Sale of Tax Acquired Property

Board of Selectmen – Agenda Item Request Form

401 Webbs Mills Rd
Raymond ME 04071
204-655-4742 fax 207-655-3024
sue.locke@raymondmaine.org

Requested Meeting Date:

Requested By & Date:

CONTACT INFORMATION

Address:

Email Address:

Phone #:

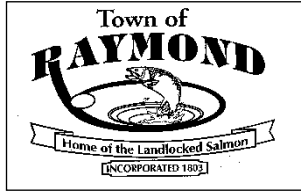
AGENDA ITEM REQUESTED

Agenda Item Subject:

Agenda Item Summary:

Action Requested/Recommendation: Approval Public Hearing Information Only

List of Attachments Included:



*Town of Raymond
401 Webbs Mills Rd
Raymond Me 04071*

207-655-4742

Fax: 655-3024

October 11, 2016

Tax Acquired Property located on Tenny Hill (map 18 lot27A) has been sold to Donald and Holly Bernier for the amount of \$20,000. This amount will pay all back taxes, interest, and penalties.

A Quit Claim has been made out to Donald and Holly Bernier and will be filed with the Registry of Deeds when all forms and payment all finalized. The Town foreclosed on this property for no payment of 13/14 taxes.

Maine Short Form Quit Claim Deed Without Covenant

THE INHABITANTS OF THE TOWN OF RAYMOND, a body politic located at Raymond, County of Cumberland and State of Maine, for consideration paid, releases to BERNIER DONALD V, BERNIER HOLLY A in said County and State, a certain parcel of land situated in the Town of Raymond, County of Cumberland and State of Maine, being all and the same premises described at Map 18, Lot 27A

The purpose of this conveyance is to release any interest which this grantor may have in and to the above premises by virtue of a lien filed for nonpayment of taxes on said parcel of land with particular reference being made to a lien filed against Map 18, Lot 27A, in the name of CHAPMAN WILLIAM, CHAPMAN HOLLY and recorded in said Registry of Deeds.

BK31729 PG 8 BK 32517 PG 69

IN WITNESS WHEREOF, the said INHABITANTS OF THE TOWN OF RAYMOND have caused this instrument to be sealed with its corporate seal and signed in its corporate name by JOSEPH BRUNO, TERESA SADAK, SAMUEL GIFFORD, ROLF OLSEN, AND LAWRENCE TAYLOR, thereto duly authorized, this 11 day of October, 2016.

THE INHABITANTS OF THE TOWN OF RAYMOND

Witness to All

By: _____
JOSEPH BRUNO, Selectman

TERESA SADAK, Selectman

SAMUEL GIFFORD, Selectman

ROLF OLSEN, Selectman

LAWRENCE TAYLOR, Selectman

STATE OF MAINE
CUMBERLAND, SS.

Personally appeared the aforesaid Selectmen, known to me, this 11th day of October, 2016 and acknowledged before me the foregoing instrument to be their free act and deed in their said capacity.

Appointment of Warden for Presidential Election



*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 8, 2016 election.

Given under our hands on the 11th day of October, 2016.

Joe Bruno, Chairman

Lawrence A Taylor

Rolf Olsen

Teresa Sadak

Samuel Gifford