



Town of Raymond
Board of Selectmen ePacket
April 11, 2017
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Agenda



BOARD OF SELECTMEN Agenda

April 11, 2017

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) January 10, 2017

3) Public Hearings

- a) Liquor License Renewal – William Coppersmith Jr, DBA Fisherman's Catch LLC
- b) Proposed Ordinance Changes for Town Warrant – Chris Hanson, Code Enforcement Officer

4) New Business

- a) Public Property Use Agreement – Raymond Village Library for the "Everybody Loves Raymond" Event – Sheila Bourque, Library Board President
- b) Family Crisis Services Update – Stephanie Noyes and Jen LaChance
Family Crisis Services (FCS) is the local domestic violence resource center for Cumberland County. The Town of Raymond has supported FCS through endorsing their application for the Community Development Block Grant (CDBG) for the last few years. Stephanie Noyes, the Lake Region Site Advocate and Jen LaChance, Director of Advocacy and Victim Services, would like to report back to the board on what services FCS has provided to the town as well as gain insight on ways FCS can expand services in the community.
- c) Fire Hydrant Easement to Portland Water District – Bruce Tupper, Fire Chief
Consideration of conveying the fire hydrant and granting an easement extending northerly 300 feet more or less from the northerly sideline of Main Street to and including the fire hydrant.
- d) Planning Board Resignation – William Priest
- e) Planning Board Appointment – Edward Kranich
- f) Appoint Warden for June 13, 2017, Referendum Election – Sue Look, Town Clerk
Consideration of Sue Carr as Warden.

Selectman's Meeting Agenda (Page 1 of 2) April 11, 2017

g) Approve Warrant Articles for Annual Town Meeting, June 6, 2017

- Consideration of Hawthorne Community Association Budget Request – Proposed to be included in Article 16

NOTE: This request was inadvertently omitted from consideration at the February 21st Budget Meeting.

- Consideration of Main Street Sidewalk Project Budget Request – Proposed in Article 40

NOTE: This request is pertaining to a previously awarded MaineDOT grant. We are now being awarded more grant monies, but this information was not available in time for consideration at the March 7th Budget Meeting.

- Consideration of Recommendations for Each Warrant Article

5) Public Comment

6) Selectman Comment

7) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- May 9, 2017
- June 20, 2017 – later in month due to Elections on June 13th

b) Reminder of Upcoming Budget & Elections Schedules

- April 18th – Budget-Finance Committee meets to vote on warrant articles recommendations
- May 24th – RSU #14 Budget Validation Vote – 6:30pm at Windham High School
- June 6th – Town Meeting at 6pm at Jordan Small Middle School gymnasium
- June 13th – Town Election and State Referendum Election

c) Reminder of Upcoming Holiday Schedule

- April 17th – Patriot's Day
- May 29th – Memorial Day

8) Treasurer's Warrant

9) Adjournment

Previous Meeting(s) Minutes



BOARD OF SELECTMEN Minutes

January 10, 2017

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, Lawrence Taylor, and Rolf Olsen

Selectmen absent: none

Town Staff in attendance:

Don Willard – Town Manager
Bruce Tupper – Fire Chief
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

Motion to approve minutes from November 22, 2016 by Selectman Sadak. Seconded by Selectman Taylor.

Unanimously approved.

3) **Public Hearing(s)**

a) Liquor License Renewal for Café Sebago – Whines Ent. Inc., William Hines Jr, 1248 Roosevelt Trail

Chairman Bruno opened the public hearing at 6:31pm.

Town Manager Willard – There were a few minor issues that have been addressed, there have been no complaints, there is no reason why they may not be issued a renewal.

Motion to end public hearing by Selectman Gifford. Seconded by Selectman Taylor.

Unanimously approved.

Motion to renew the liquor license for Café Sebago by Selectman Gifford. Seconded by Selectman Taylor.

Unanimously approved.

Selectman's Meeting Minutes (Page 1 of 4) January 10, 2017

4) New Business

a) Ice Fishing Derby – Ingo Hartig, Rotary Club

The Rotary Club is requesting permission to hold their annual Ice Fishing Derby and Polar Dip on February 25 & 26, 2017.

Motion to grant permission by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

b) Raymond Community Forest Update – Thom Perkins, Executive Director Loon Echo Land Trust (LELT)

Closed on June 21st. The Town graciously gave \$56,800 which was spent on purchasing the property. In August and September we hired the Appalation Mountain Club to do the technical trail up the Pismire Bluff. They spent several weeks, moved some very large rocks and created a trail up to the cliff face. Volunteers build the other 2 trails, a mountain bike group helped to develop a mountain bike trail. We have a trail named Spiller Homestead after the Spiller Homestead that was formerly on the site. We worked with Chris Hanson, CEO, and an engineer to build the parking lot. We had the official opening on December 14th in a snowstorm. We will be counting the use of the trails with electronic countes to be able to analyze what we want to do in the future. February 4th is the Great Maine Outdoors Weekend.

Selectman Taylor – I have used the trail and you have done a fantastic job. Everything is very well done. Top shelf, great job.

Mr Perkins – Our stewardship manager, John Evans, is very proud of it. We had 251 households donating to the project. Of that 161 have Raymond ME addresses. LELT has gained 82 new members due to this project in Raymond.

Chairman Bruno – It is a good looking project.

c) Raymond Village Library Update – Sheila Bourque, President

At the moment we are \$30,000 in the black, our major expenses do come up in the Spring. Our annual appeal is up to \$25,711 as of today (111% of budget). Fund raisers YTD have exceeded projected proceeds. Everything is looking very good. As you can see we are holding tight to budget. For next year the grant monies will be broken out into the expense lines where they are being spent to be simpler and transparent.

Chairman Bruno – You are asking for a flat budget at this point from the Town of Raymond?

Ms Bourque – At this point. We have an anonymous donor to redo the library's workspace in the library and add a curved circulation desk. We want to create a very open area. We will be working with CEO Hanson to get the needed permits. Because of that we will need to upgrade our bathroom to be ADA compliant. We have a donor who will match up to \$2,000 toward this project. We are hoping these changes will stimulate some excitement.

Chairman Bruno – Very nice work.

- d) 2017 Cumberland County Hazard Mitigation Plan Update – Bruce Tupper, Fire Chief
Every 5 years Cumberland County must update their Hazard Mitigation Plan and requires approval by local Select Boards to be able to be qualified for Federal grants.

Motion to approve and authorize Town Manager Willard to sign any required documents by Selectman Sadak. Seconded by Selectman Taylor.

Unanimously approved.

- e) Correction of FY2017 Tax Warrant – Curt Lebel, Contract Assessor

On or about September 13, 2016, the Contract Assessor prepared the Municipal Tax Assessment Warrant and it has come to his attention that said record contains an error. Details regarding the error and corrective action are contained in the ePacket.

Motion to correct the FY2017 Tax Warrant as presented by Mr Lebel by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved.

- f) Consideration of Tax Abatements – Curt Lebel, Contract Assessor

Mr Lebel will present tax abatement requests for consideration. Details are in the ePacket.

Motion to approve abatement of Brian and Frances Robbins property for \$47,100 in property value (map-lot 044-005, account R4016R) by Selectman Taylor. Seconded by Selectman Sadak.

Unanimously approved.

Motion to deny abatement request by Roger & Cynthia Gelinis property (map-lot 011-042-005, account P0824R) by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved.

5) Public Comment

Lorraine Glowczak new managing editor of the Windham Eagle introduced herself.

State Representative Jessica Fay – The list of bills came out today, there are a few less than 2,000. Tomorrow I go on a bus tour of Aroostook & Penobscot Counties. Contact information: jessica.fay@legislature.maine.gov, 415-4218 cell phone, and will be doing office hours at the library.

6) Selectman Comment

Selectman Olsen – Good work Public Works for keeping the roads going. Also, good work to the Town Office and Town Manager for all their work in the past year.

7) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

Selectman's Meeting Minutes (Page 3 of 4) January 10, 2017

Any items that may come up that have to be dealt with will be added to the beginning of budget meetings.

b) Reminder of Upcoming Budget Schedule (joint meetings with Budget-Finance Committee)

- February 21, 2017 – Department Head Budget Review #1
- March 7, 2017 – Department Head Budget Review #2
- March 28, 2017 – Budget Workshop

c) Reminder of Upcoming Holiday Schedule – Town Office Closed

- January 16, 2017 – Martin Luther King Jr Day
- February 20, 2017 – Presidents Day

8) Treasurer's Warrant

Motion to approve January 10, 2017, Treasurer's Warrant for \$100,087.38 by Selectman Taylor. Seconded by Gifford.

Unanimously approved.

9) Adjournment

Motion to adjourn at 7:18pm by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

Respectfully submitted,

Susan L Look
Town Clerk



**BOARD OF SELECTMEN
Emergency Meeting Agenda**

March 23, 2017

6:30pm

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, Lawrence Taylor, and Rolf Olsen

Selectmen absent: none

Legislative Delegation:

Senator Bill Diamond
Representative Susan Austin
Representative Jessica Fay

Town Staff in attendance:

Don Willard – Town Manager
Sue Look – Town Clerk

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

Chairman Bruno – Welcome to the emergency meeting we are having on March 23rd. This is really a workshop session, so we will not be taking any public comment. This is a session for the Board to discuss the Gray secession movement that's going on. I am going to go first to number three on the agenda. If I could have a motion.

2) New Business

a) Gray Secession Committee – Jennifer White, Chairperson

The Gray Secession Committee Chair, Jennifer White has asked the following, "After consulting with Attorney Ann Robinson from Pierce Atwood on the upcoming state hearing, she has highly recommended that we should ask for a letter from Raymond Town Officials stating that the Town of Raymond is interested in having us be annexed to them and possibly mentioning that geographically it makes sense and even mentioning that Raymond has provided fire and rescue services to our area for 50+ years would be helpful. The letter would be included in a packet of information given to each legislator of the State and Local Government Committee that is holding our hearing."

* Taken out of order.

Following are the steps the committee has taken thus far and the steps that complete the process. Those with a number are the steps from MRSA 30-A, Chapter 113, Part 2, Subchapter 2 – Secession Process.

STEP	DATE	DESCRIPTION
	1/27/2016	Presented the Gray Town Manager with a signed Secession Proclamation: <i>Establishment of an Exploratory Committee.</i>
	1/2016 to 1/2017	After establishing the committee and creating a map delineating the physical boundaries, they circulated a petition for registered voters in the territory to sign if they were in favor of secession.
1	1/26/2017	The petition signatures were certified and verified and it was found that over 51% of the registered voters in our area signed in favor.
2	3/21/2017	The Gray Secession Committee will be presenting to the Gray Town Council in a public hearing (presentation included in ePacket).
3	3/27/2017	At 1:00pm the Committee on State and Local Government will hold a hearing in Room 214 of the Cross Building for LD 619 – Resolve, Authorizing the Area of the West Side of Little Sebago Lake of the Town of Gray To Proceed with the Secession Process (concept bill only, included in ePacket).
4		Advisory Referendum – As long as the Legislature has authorized the secession process to proceed, the municipality shall conduct an advisory referendum within the secession territory at the next regularly scheduled election. The question must be: <i>“Do you favor secession of the territory described below from the municipality of Gray?”</i>
5		Vote of Municipal Officers <ol style="list-style-type: none"> 1. If the Municipal Officers vote in favor of the request for secession, then the request may be submitted to the Legislature for consideration. 2. If the Municipal Officers do not vote in favor of the request for secession, then a mediator is engaged. 3. If the mediation is not successful in resolving the differences, then the dispute may be submitted to the Legislature

* Taken out of order.

3) * **Executive Session**

- a) Consideration of request for approval of secession efforts (Pursuant to MRSA 1 §405 (6)(C))

Motion to enter executive session pursuant to MRSA 1 §405 (6)(C) at 6:30pm by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved.

Chairman Bruno – We are going to invite the delegation to join us in the back room.

Motion to leave executive session at 6:49pm by Selectman Sadak. Seconded by Selectman Taylor.

Unanimously approved.

Chairman Bruno – I'm going to address the situation on behalf of the Town of Raymond and the Town of Raymond Select Board. We view this as a process. The process needs to continue. It's too early for the Town of Raymond to make any determination on this right now. We think this is an internal dispute between the citizens of Gray and their Town Council, and there are remedies for everything you want to do. If the Gore Road is an issue, you need to negotiate a fix. If the school is an issue, you need to bring your superintendent in from SAD 15 to speak to the RSU 14 and work a compromise and a memo of understanding between those two superintendents to accept each other's students. That's already in statute and available to you. If you need to fix a culvert, fix a culvert, but this is not a Town of Raymond issue right now. If you get through the legislative process and you get it to a point that you need to come back to the Town of Raymond, we'd be more than happy to have a discussion at that point, but I think until you get through that legislative process it is not a Raymond issue yet. So, that's what I have to say.

Now I am going to address that public meeting you had the other night. I watched it on video today. It is awfully discouraging to me when a fellow Council in another town disparages the Town of Raymond. We have had a very good working relationship, both from a Public Works perspective and a Public Safety perspective. The idea that Raymond does nothing for its citizens is so far off the mark. We react to our citizens and what they want, and we provide it for them. If Gray wants to go above and beyond that, great. We're not going to tell you not to do that, but we have been disparaged multiple times by the Gray Town Council and I can tell you that every time I hear it I am sick and tired of it. Two years ago we were called Nazis. That is so far out in left field and it is disgusting to be honest with you. I have nothing but respect for the Town of Gray. I was a pharmacist in the Town of Gray for 15 years. I see Jason sitting back there. He was in high school, I used to play basketball with Jason in high school. You need to respect us and what our Town stands for, and how we treat our citizens. We don't come to the Gray Town Council and disparage you. Respect us. I heard about that we charged you for Public Safety. Yeah, but then we negotiated a deal and now we all benefit from it. It is not mutual aid to West Gray, Raymond provides that service. No matter what you want to call it, Raymond provides that service, and you provide service on North Raymond Road because it is quicker and better for the citizens of both towns.

So, let's have a little respect here. We respect the process you are going through. Go through that process. We are not going to step into the middle of it. That is your concern with your citizens and the Town Council needs to address that, but don't

* Taken out of order.

disparage the Town of Raymond and what we do for our citizens because our citizens... I haven't heard any gripes and I have been doing this for a long, long time.

On that note, I want to thank our delegation from coming here tonight and hearing us out, where we stand. I am sorry we are not going to allow public discussion, but we are not to the point where we need to hear public discussion yet. Good luck with your process with the Legislature on Monday. I don't know how it is going to go for you, but I wish you the best of luck.

Can I have a motion to adjourn?

4) Adjournment

Motion to adjourn at 6:54pm by Selectman Gifford. Seconded by Selectman Sadak.
Unanimously approved.

Respectfully submitted,

Susan L Look
Town Clerk

* Taken out of order.

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 _____

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, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <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: <i>Fishermans Catch LLC</i>			Business Name (D/B/A) <i>Fishermans Catch</i>		
APPLICANT(S) –(Sole Proprietor) <i>William Coppisnick Jr.</i>		DOB: <i>6/15/84</i>	Physical Location: <i>1270 Roswell Trail</i>		
		DOB:	City/Town <i>Raymond</i>	State <i>ME</i>	Zip Code <i>04071</i>
Address <i>1270 Roswell Trail</i>			Mailing Address <i>1270 Roswell Trail</i>		
City/Town <i>Raymond</i>	State <i>ME</i>	Zip Code <i>04071</i>	City/Town <i>Raymond</i>	State <i>ME</i>	Zip Code <i>04071</i>
Telephone Number <i>207-615-6717</i>	Fax Number		Business Telephone Number <i>207-655-2244</i>	Fax Number	
Federal I.D. # <i>271701137</i>			Seller Certificate #: or Sales Tax #: <i>1156809</i>		
Email Address: Please Print <i>billcoppisnick@yahoo.com</i>			Website: <i>fishermanscatchraymond.com</i>		

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection date: _____ Business hours: _____

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
2. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ *430486.76* LIQUOR \$ *3443.51*
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: *1270 Roswell Trail Raymond ME 04071*
7. Is/are applicant(s) citizens of the United States? YES NO
8. Is/are applicant(s) residents of the State of Maine? YES NO

On Premise Rev. 1-2017

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
William Copperson, Jr.	6/15/54	Portland ME
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
17 Whitney Way Raymond ME 04071		

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: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (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: _____

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

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

YES NO Applied for: _____

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? 400 FT

Which of the above is nearest? church

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: Mortgage

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 a liquor license is in effect.

On Premise Rev. 1-2017

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, Maine on March 20, 2017
Town/City, State Date

Please sign in blue ink

 Signature of Applicant or Corporate Officer(s)
William G. Sprinkle Jr.
 Print Name

 Signature of Applicant or Corporate Officer(s)

 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.

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.



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: Fishermans Catch LLC
- Doing Business As, if any: Fishermans Catch
- Date of filing with Secretary of State: 2010 State in which you are formed: ME
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

- 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 %
William Appersmill	17 Whitco, Way Raymond ME 04071	6/15/84	owner	50
Whitco, Appersmill	17 Whitco, Way Raymond ME 04071	9/21/85	owner	50

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

- If Co-Op # of members: _____ (list primary officers in the above boxes)

7. 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: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:



Signature of Duly Authorized Person

Date

3/28/17

William Coppin R. Jr.
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

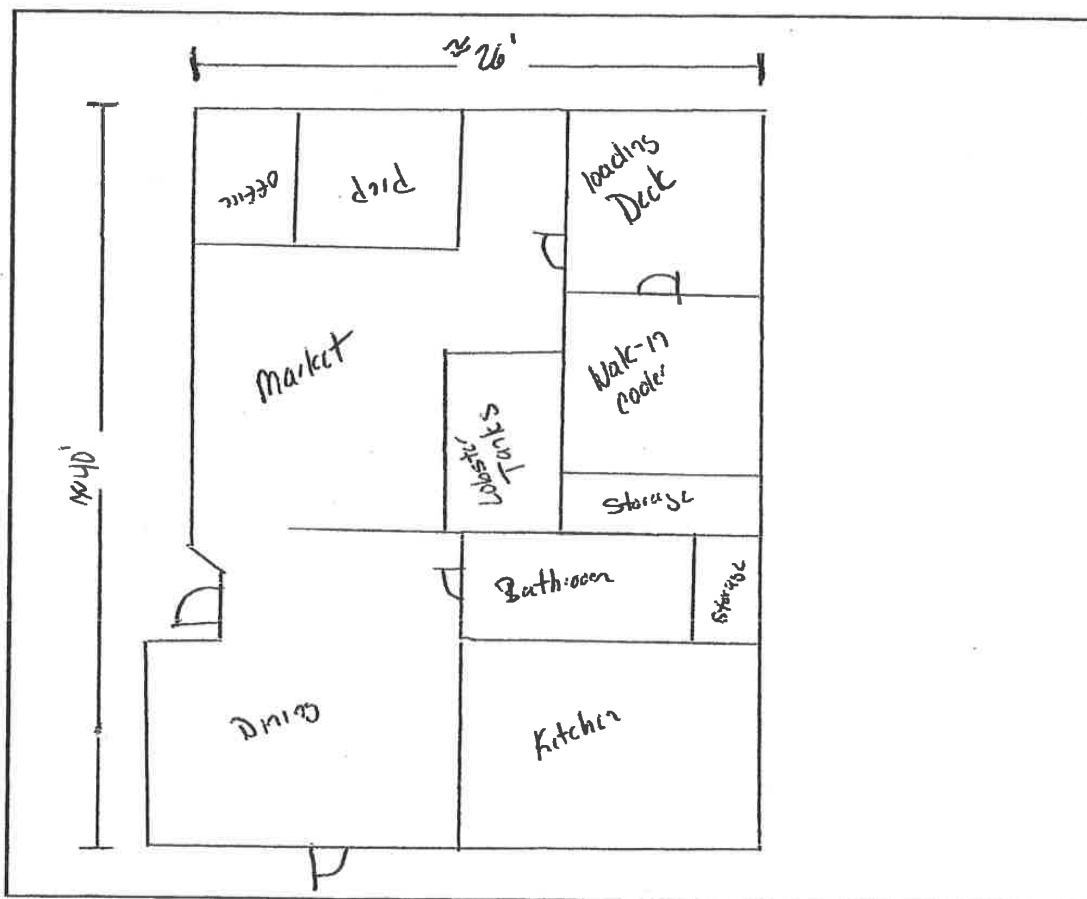


Bureau of Alcoholic Beverages
Division of Liquor Licensing & Enforcement
8 State House Station
Augusta, ME 04333-0008
Tel: (207) 624-7220 Fax: (207) 287-3434

SUPPLEMENTAL APPLICATION FORM ON-PREMISE DIAGRAM

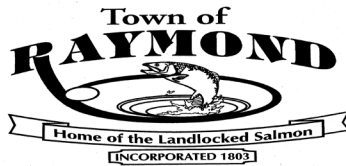
In an effort to clearly define your license premise and the areas that consumption and storage of liquor is allowed, The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

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, decks and all areas that you are requesting approval from the Division for liquor consumption.



On/OffPremDiag 12/13

Bruce Tupper
Chief



Cathy Gosselin
Deputy Chief

FIRE/RESCUE

1443Roosevelt Trail
Raymond, Maine 04071

Emergency 9-1-1

Chief's Office 655-1187

Dispatch 655-7851

Date: April 6, 2017

To: Raymond Board of Selectmen

From: Lt. David Mains, Raymond Fire Inspector

RE: Fisherman's Catch Liquor License Life Safety Inspection

On April 6, 2017 the Raymond Fire Department performed a life safety inspection of the Fisherman's Catch at 1270 Roosevelt Trail. There are no Life Safety issues present at the property. The Owner, Mr. Coppersmith has purchased the required secure key box (KnoxBox) for the property and it is currently being shipped.

At this time there are no violations of the Raymond Fire Protection Ordinance that would prohibit issuance of a license to this occupancy.

If there are any questions, please contact me.

Respectfully,

Lt. David Mains
Raymond Fire Inspector



Raymond Fire & Rescue

Occupancy: **Fishermen's Catch Restaurant**
Address: **1270 Roosevelt TRL**
Raymond ME 04071

Inspection Type: **Annual Life Safety**
Inspection Date: **4/6/2017** By: Weeks, Erik (WEEKSE)
Time In: **16:00** Time Out: **16:30**
Authorized Date: **04/06/2017** By: Mains, David (MAINS D)

Form: Annual 15-0830

Inspection Description:

Annual Inspection Form
New and Change of Use Inspection Form

Inspection Topics:

General

Is a Knox Box installed. Are the keys current?
All properties protected by a Fire Alarm System and/or a Fire Suppression System shall have a Knox Box with current keys to the property. Raymond Fire Protection Ordinance Article 5 Section 1
Status: Violation
Notes: Box on order and waiting for the box to be shipped and installed. Owner stated that the box will be in place prior to opening.

Fire Extinguishers

Are potable fire extinguishers properly mounted, charged and inspected?
Portable fire extinguishers need to be routinely checked to maintain usefulness.
Status: Routine Maintenance
Notes: All extinguisher need to be inspected and serviced. Owner stated that the service company has been called and will service the extinguisher before opening day.

Other
Other Fire Extinguisher Comments
Status: Routine Maintenance
Notes: Hood system over stove and oven needs to be serviced. The Owner stated that the extinguisher service company will also service the hood system.

Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
Administrative	4/6/2017 3:00:00 PM	4/6/2017 4:00:00 PM
Notes:		

Total Additional Time: 60 minutes
Inspection Time: 30 minutes
Total Time: 90 minutes

Summary:

Overall Result: Correction Notice Issued
The occupancy was found to be in compliance with the exception of the noted items in this report. The items listed require correction by the Owner or Occupant for the Occupancy to comply with the Raymond Fire Protection Ordinance and/or State Life Safety and Fire Code.
The Owner is required to notify the Raymond Fire Department when ALL items listed have been corrected.

Inspector Notes:
The building is good shape. The Owner was in the process of opening the business for the season, when the inspection was conducted. The items noted are minor due to the seasonal nature of the business and timing of the inspection. The scheduling of vendors and government agencies that need access to perform necessary opening functions and inspections are the reason for the items listed. Which by opening day should be corrected.

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: Weeks, Erik
Rank: Firefighter/Paramedic

Signature

Date

Public Hearing - Proposed Ordinance Changes

ARTICLE 2: Shall Article 10.C.1.j (Site Plan Review – Administration – Expiration of Approval) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 2
The Selectmen ??? Article 2

DESCRIPTION:

Language has been added to the Land Use Ordinance calling for the expiration of subdivision plans, in addition to site plans. There are several approved subdivisions in the Town which have not been completed, and this amendment gives the Town the ability to have these outstanding subdivisions expire if they do not commence within two years and are not completed within four years. The Town Attorney, Shana Cook Mueller provided a memo to the Planning Board dated December 14, 2016 in support of this amendment.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE 10 – SITE PLAN REVIEW

...

C. Administration

1. The following procedure and requirements shall apply to all applications for site plan review:

...

- j. Expiration of approval.

~~Site plan approval shall expire and be void if the activity approved is not commenced within 12 months, and completed within two (2) years after the date of approval unless the reviewing authority, at the time of approval, establishes a different commencement and completion schedule but in no case will such period exceed five (5) years. Upon application for an extension of the approval received before approval expires, an extension of up to two (2) years may be granted by the reviewing authority.~~

Site Plan and Subdivision Plan approvals shall expire and be void if the construction activity associated with the approval is not commenced within two (2) years, and completed within four (4) years after the date of the site plan or subdivision plan approval unless the reviewing authority, at the time of approval, establishes a different completion schedule, but in no case shall the initial approval period exceed five (5) years to commence and complete. A property owner/developer or their agent may request an extension of the period to commence and/or complete construction by submitting a request to the reviewing authority that issued the site plan or subdivision plan approval prior to the expiration of the initial term of approval. The reviewing authority may grant a one-time extension of up to two years to commence and/or complete construction. If construction is not commenced or completed within the approval time frame, the applicant must reapply for, and receive approval prior to beginning or continuing construction.

Projects approved as Phased Developments shall only be approved by the Planning Board, and the above expiration of approval terms shall apply to any one phase of construction activity.

For the purposes of this Section, this section, “commencement of construction” shall be defined to include, but not be limited to, any land/site or vegetation clearing, site disturbance, stockpiling or excavation of soil on the site property, or building expansion or alterations in accordance with the approved plans. The determination of whether construction has commenced shall be in the sole discretion of the Code Enforcement Officer.

ARTICLE 3: Shall Article 9.L.10.a (Minimum Standards – Signs) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language as shown below?

The Planning Board recommends Article 3
The Selectmen ??? Article 3

DESCRIPTION:

Town staff is recommending a change to specific sign standards in order to allow approved agricultural uses within the residential zones to have more appropriate signage for their use by applying the sign standards for commercial zones to these properties.

[Note: The use of the word “Article” within the ordinance does not indicate a separate warrant article.]

ARTICLE 9 – MINIMUM STANDARDS

...

L. Signs

...

10. Specific Standards

a. The following provisions shall govern the use of signs in the Resource Protection, Stream Protection, Limited Residential-Recreation I, Limited Residential-Recreation II, Village Residential I, Village Residential II, Rural and Rural Residential districts, and any other residentially-zoned districts.

1. Signs related to goods and services lawfully sold on the premises are allowed, but shall not exceed six (6) square feet in area, and shall not exceed two (2) signs per premises except as otherwise allowed pursuant subparagraph (4) below.
2. Residential users may display a single sign not over three (3) square feet in area relating to the sale, rental, or lease of the premises.
3. No sign shall extend higher than twenty (20) feet above the ground.

4. Signs advertising approved commercial uses in the residential zones fronting on Route 302, will be allowed to the maximum size and number allowed in the commercial zone.

5. Signs advertising approved agricultural uses in the residential zones will be allowed to the maximum size and number allowed in the commercial zone.

ARTICLE 4: Shall Article 10.B.2 (Site Plan Review – Authority and Classification of Site Plans) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language as shown below?

The Planning Board recommends Article 4
The Selectmen ??? Article 4

DESCRIPTION:

Town staff is recommending changes to the site plan regulations to clarify that back lots are subject to Staff Site Plan Review.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE 10 – SITE PLAN REVIEW

...

B. Authority and Classification of Site Plans [Amended 06/02/09]

1. Except for single-family dwellings, duplex dwellings, accessory uses to single-family or duplex dwellings, maintenance of an existing building or facility, or interior renovations to an existing building or facility which do not change the use(s) or increase the amount of parking required under Article 9, Section C, no building permit shall be issued for a new building, a new facility, an exterior renovation to an existing building or facility, any alteration to or addition of impervious areas, or any substantial change to the use of an existing building or facility until the plans, drawings, sketches, and other documents required under this section have been reviewed and approved in accordance with the Site Plan Review provisions set out in this section below.

2. Site Plan Reviews shall be classified by the Town Planner as follows:

a. Staff Review. A site plan application shall be classified as a Staff Site Plan Review so long as, in any two year period: [Amended 06/03/2014]

1. any new building or any additions to existing buildings proposed by the application are more that 500 square feet but do not exceed 2,400 square feet of new Gross Floor Area, and

2. any exterior building renovation proposed by the application do not exceed 2,400 square feet of building surface area, and

3. any additional or altered impervious surface proposed by the application does not exceed, separately or in combination, 10,000 square feet.

4. the proposed development project includes the development of back lots and/or construction of back lot driveways under Article 9 – Minimum Standards, Section I.

b. Minor Review. A site plan application which exceeds the thresholds for Staff Site Plan Review shall be classified as a Minor Site Plan Review so long as, in any period:

1. any new building or any additions to existing buildings proposed by the application do not exceed 4,800 square feet of new Gross Floor Area, and
2. any exterior building renovation proposed by the application do not exceed 4,800 square feet of building surface area, and
3. any additional or altered impervious surface proposed by the application does not exceed, separately or in combination, 20,000 square feet.
4. the proposed development project includes new construction, or alteration to, or the extension of, a private or public street which does not warrant review under Town of Raymond Subdivision Regulations.

ARTICLE 5: Shall Article 9.U.5 (Minimum Standards – Lots – Stormwater Quality and Phosphorus Control) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 5
The Selectmen ??? Article 5

DESCRIPTION:

Town staff is recommending striking the Stormwater Quality and Phosphorus Control section under Article 9 - Section U, Lots in order to avoid duplication and inconsistencies. Cross references will be updated to refer to the standards in Article 9-Section X. Stormwater Quality and Phosphorus Control.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE 9 – MINIMUM STANDARDS

...

U. Lots

...

~~5. Stormwater Quality and Phosphorus Control~~

The direct discharge of stormwater from ditches, swales and developed sites to streams and lakes can contribute to water pollution as stormwater can contain sediment, nutrients, hydrocarbons and other harmful substances. Increased stormwater runoff can also damage roads, ditches, culverts and other drainage structures that are not designed to accommodate storm flows. These problems can worsen when an undeveloped woody site is cleared for development since stormwater that was previously intercepted by vegetation and absorbed into the ground is allowed to flow more freely across and ultimately off the site. The closer post-project stormwater flows are kept to pre-project conditions in terms of volume, rate, timing and pollutant load, the less likely that stormwater will damage the site, or public or private property, or cause harm to water bodies. The introduction of excessive amounts of phosphorus from developed areas into lakes and ponds has been identified as a significant threat to water quality. The introduction of stormwater quality treatment Best Management Practices (BMPs) can minimize impacts to receiving wetlands and water bodies. The preferred stormwater treatment BMP for residential lots is naturally vegetated buffers whenever site conditions are suitable. Alternative stormwater treatment BMPs for residential lots should be used when site conditions on the lot prevent the effective use of buffers.

The purpose of this standard is to maintain the water quality of the area's lakes, ponds and streams by preventing the introduction of excessive amounts of pollutants to water bodies.

a. Applicability

1. Section U.5 shall apply to all lots, except lots approved under the provisions of the Raymond Subdivision Ordinance, that are created so that any portion of the lot is within 600' of a great pond, as measured from the normal high water mark, or 100' of a perennial stream, as identified on a USGS map.
2. All such lots subject to Article 10 Site Plan Review shall conform to the requirements of Article 10 Sections D.14 and E.1.e in addition to the provisions of this section.

b. Application Review

The applicant shall submit a site plan that demonstrates to the satisfaction of the Code Enforcement Officer that the project will comply with this standard. The Code Enforcement Officer shall review the Stormwater and Phosphorus Management Plan and approve a permit based on one of the following methods. If the Code Enforcement Officer determines, because of particular circumstances of the property, that a third party review of the stormwater and phosphorous management control plans would help achieve the purposes of this ordinance, the Code Enforcement Officer may require review and endorsement of such plans by the Cumberland County Soil & Water Conservation District, or some other third party qualified to conduct such review, the cost of which shall be borne by the Applicant.

1) Point System

a. Point Credits

The CEO shall issue a Stormwater and Phosphorus Management Control Permit if the applicant meets or exceeds fifty (50) points based on the following point schedule. The applicant shall submit a Sketch Plan of the lot showing how each of the following point credits, or deductions apply to the proposed development. The Sketch Plan shall show approximate locations and dimensions of each stormwater BMP, or other measure.

- ~~i. 10 Points for correcting an existing erosion problem on the project site, as approved by the CEO.~~
- ~~ii. 10 Points for a building footprint less than 1,500 square feet~~
- ~~iii. 10 Points for a clearing limitation of less than 20% of the lot, or 15,000 square feet, whichever is less; or 20 Points for a clearing limitation of less than 15% of the lot, or 10,000 square feet, whichever is less~~
- ~~iv. 15 Points for the installation of rock-lined drip edges or other infiltration system to serve no less than 50% of the new impervious area on the site. Test pit information certified by a Licensed Site Evaluator, or a Professional Engineer must show that three feet of separation exists between the Seasonal High Groundwater Table and the bottom of any proposed infiltration structure. Infiltration systems must be sized to accommodate one inch of runoff from contributing impervious areas within the structure (this will include an assumption of 30% void space in washed stone) and designed in accordance with the details provided in Appendix A; or~~
 - ~~25 Points for the installation of rock-lined drip edges or other infiltration system to serve no less than 75% of the new impervious area on the site. Test pit information certified by a Licensed Site Evaluator, or a Professional Engineer must show that three feet of separation exists between the Seasonal High Groundwater Table and the bottom of any proposed infiltration structure. Infiltration systems must be sized to accommodate one inch of runoff from contributing impervious areas within the structure (this will include an assumption of 30% void space in washed stone) and designed in accordance with the details provided in Appendix A.~~
- ~~v. 20 Points for the installation of rain gardens to serve no less than 50% of the new impervious area on the site. Rain gardens shall be sized to accommodate one inch of runoff from contributing impervious areas within the six-inch ponding area, and designed in accordance with the detail provided in Appendix A; or~~
 - ~~30 Points for the installation of rain gardens to serve no less than 75% of the new impervious area on the site. Rain gardens shall be sized to accommodate one inch of runoff from contributing impervious areas within the six-inch ponding area, and designed in accordance with the detail provided in Appendix A.~~
- ~~vi. 30 Points for a 50 foot wide (no greater than 15% slope) wooded buffer strip, or a 75 foot wide vegetated buffer (no greater than 15% slope) strip located down gradient and adjacent to the developed area, provided there is no channelization within the buffer; or~~
 - ~~35 Points for a 75 foot wide (no greater than 15% slope) wooded buffer strip, or a 100 foot wide vegetated buffer (no greater than 15% slope) strip located down gradient and adjacent to the developed area, provided there is no channelization within the buffer; or~~
 - ~~40 Points for a 100 foot wide (no greater than 15% slope) wooded buffer strip, or a 150 foot wide vegetated buffer (no greater than 15% slope) strip located down gradient and adjacent to the developed area, provided there is no channelization within the buffer.~~

b. Point Deductions

The CEO will deduct points based on the following point schedule:

- ~~10 Points deducted for a new structure footprint exceeding 2000 square feet, and an additional 5 points deducted for each additional 500 square feet of structure footprint.~~
- ~~10 Points deducted for over 20,000 square feet of disturbance, and an additional 5 points deducted for each additional 5,000 square feet of disturbance.~~

2) ~~Alternate Means of Calculation~~

~~In those cases where the Code Enforcement Officer determines that use of the points system is inadequate to achieve the purposes of stormwater and phosphorous management control or is otherwise inappropriate because of particular circumstances of the property, the Code Enforcement Officer may assess conformance with this standard based on the following:~~

- ~~1. Phosphorus export calculations based on “Phosphorus Control in Lake Watersheds: A Technical Guide to Evaluating New Development (latest edition), issued by Maine DEP. Any such design must be certified by a Licensed Professional Engineer.~~
- ~~2. A Stormwater Management Plan designed in accordance with Section 4B of the State of Maine Chapter 500 Stormwater Regulations, General Standards (June 6, 2006, and as amended). Any such design must be certified by a Licensed Professional Engineer.~~

ARTICLE 6: Shall Article 10.D (Site Plan Review – Submission Requirements) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 6
 The Selectmen **???** Article 6

DESCRIPTION:

Town staff is recommending changes to the Site Plan submission requirements. The first change is to require the number of submitted full sized plans as well as requiring 11 x 17 copies. The second change ensures that Site Plan Review of back lots and back lot driveways follows minimum stormwater runoff standards specified in Article 9.

[Note: The use of the word “Article” within the ordinance does not indicate a separate warrant article.]

ARTICLE 10 – SITE PLAN REVIEW

...

D. Submission Requirements

1. When the owner of the property or the owner's authorized agent makes formal application for Site Plan Review, the application shall contain at least the following exhibits and information except to the extent any of these submission requirements are modified by the provisions of Section C.2.b pertaining to Staff Site Plan Review and Section C.3.b pertaining to Minor Site Plan Review above: *[Amended 06/02/09]*

- a. A fully executed and signed application for Site Plan Review;
- b. A narrative description explaining how the submissions and the proposed plans meet all submission requirements and ordinance provisions that pertain to the applicant's project. *[Adopted 06/02/09]*

For any project located in the Commercial District, the applicant shall also submit a narrative which explains how the submissions and the proposed plans comport with the Raymond Design Guidelines, and where the submissions and the proposed plans do not comport with the Raymond Design Guidelines, the reasons why the applicant is proposing an alternative design. *[Adopted 06/02/09]*

- c. Fifteen (15) copies of a Site Plan, to include eight (8) full sized scaled copies, including seven (7) half size/scaled copies or reduced plans to fit on an 11' x 17' sheet, and an electronic file in both PDF and GIS formats, drawn at a scale of not more than fifty (50) feet to the inch for that portion of the total tract of land subject to site plan review, and showing the following:

...

14. A stormwater management plan, prepared by a registered professional engineer, shall be designed so that the post-development stormwater runoff does not exceed the pre-development stormwater runoff for the 24-hour duration, 2-, 10-, and 25-year frequency storm events. The stormwater plan shall be prepared in accordance with "*Stormwater Management for Maine: Volume III BMP's Technical Design Manual*", latest edition, prepared by the Maine Department of Environmental Protection, which is incorporated herein by reference and made a part thereof. The stormwater plan shall include the following information for the pre- and post-development conditions: drainage area boundaries, hydrologic soils groups, ground cover type, time of concentration flow paths, modeling methodology, calculations, and background data. The Board may require review and endorsement of the stormwater plan and calculations by the Cumberland County Soil and Water Conservation District or some other third party qualified to conduct such review, the cost of which shall be borne by the Applicant. *[Amended 12/2/08]*

Projects subject to Site Plan Review shall include the following: *[Adopted 12/02/08]*

- a. Phosphorus export calculations based on the "MAINE STORMWATER MANAGEMENT DESIGN MANUAL, Phosphorus Control Manual Volume II" (as published MARCH 2016 and as amended) "~~Phosphorus Control in Lake Watersheds: A Technical Guide to Evaluating New Development~~ (latest edition), issued by Maine DEP. or,

- b. Any project which requires a Stormwater Permit from the State of Maine DEP shall submit A Stormwater Management Plan designed in accordance with Section 4 of the State of Maine Chapter 500 Stormwater Regulations, Stormwater Standards (June 6, 2006, and as amended). *[Adopted 12/02/08]*

For Site Plan Review applications reviewed by staff ~~Minor Developments and Minor Modifications subject to CEO review only~~, the Stormwater Management Plan must demonstrate conformance with the Stormwater Quality and Phosphorus Control provisions (point system) described in Article 9, Section ~~4.5~~ X of this ordinance.

All Site Plan Review of back lots and back lot driveways shall ensure compliance with the minimum standards for stormwater runoff design and quality control in accordance with Article 9 – Minimum Standards, Section T Back Lots and Back Lot Driveways, 11, d, v and vi.

END OF ORDINANCE CHANGES

Public Property Use Agreement - Everybody Loves Raymond

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

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

Date of Application 2/20/2017

Town of Raymond Public Property Use Agreement

Name of Organization/Applicant Raymond Village Library

Contact Person Sheila Bourque

Phone No. (w) _____ (h) 224-475-9198

Address 63 Hancock Road, Raymond, ME 04071
(Street Address) (City) (State) (Zip Code)

Date(s) Desired July 21 - 22, 2017 Hour(s) 3:00pm 7/21 to 6:00pm 7/22/

Event Name Everybody Loves Raymond

Event Location Sheri Gagnon Memorial Park Estimated # parking spaces needed 30

No. of people attending Youth 100 Adults 60 = 160

Will there be an admission charge? No; some events \$ may have a fee; still planning

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

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

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

Size of the gathering determines conditions of approval as follows: If the event is expected to draw 150 people, or fewer, then application must be received in its entirety at least one month prior to event date, and will be reviewed and approved by the Town Manager. If the event is expected to draw more than 150 people, the application must be received in its entirety at least two months prior to the event date, and will require

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Town of Raymond
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Raymond, Maine 04071

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Date of Application 2/20/2017

**Town of Raymond
Public Property Use Agreement**

Name of Organization/Applicant Raymond Village Library

Contact Person Sheila Bourque

Phone No. (w) _____ (h) 224-475-9198

Address 63 Hancock Road, Raymond, ME 04071
(Street Address) (City) (State) (Zip Code)

Date(s) Desired July 21 - 22, 2017 Hour(s) 3:00pm 7/21 to 6:00pm 7/22/

Event Name Everybody Loves Raymond

Event Location Sheri Gagnon Memorial Park Estimated # parking spaces needed 30

No. of people attending Youth 100 Adults 60 = 160

Will there be an admission charge? No; some events \$ may have a fee; still planning

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

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

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

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

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

Date of Application 2/20/2017

**Town of Raymond
Public Property Use Agreement**

Name of Organization/Applicant Raymond Village Library

Contact Person Sheila Bourque

Phone No. (w) _____ (h) 224-475-9198

Address 63 Hancock Rd, Raymond, Me 04071
(Street Address) (City) (State) (Zip Code)

Date(s) Desired July 21, 2017 Hour(s) 3:00pm to 10:00pm

Event Name Everybody Loves Raymond

Event Location Sebago Lake Public Launch area Estimated # parking spaces needed 30

No. of people attending Youth est 75 Adults est 100 = 175

Will there be an admission charge? No \$ _____

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

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

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

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

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

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

Date of Application 2/20/2017

**Town of Raymond
Public Property Use Agreement**

Name of Organization/Applicant Raymond Village Library

Contact Person Sheila Bourque

Phone No. (w) _____ (h) 224-475-9198

Address 63 Hancock Rd, Raymond, Me 04071
(Street Address) (City) (State) (Zip Code)

Date(s) Desired July 21, 2017 Hour(s) 3:00pm to 10:00pm

Event Name Everybody Loves Raymond

Event Location Sebago Lake Public Launch area Estimated # parking spaces needed 30

No. of people attending Youth est 75 Adults est 100 = 175

Will there be an admission charge? No \$ _____

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

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

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

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

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

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

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

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

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

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

Shirley Bourque

Applicant Signature
2/20/2017

Date

APPROVAL SIGNATURES

Town Manager
Date

Chairman of Selectboard
Date

Selectman
Date

Selectman
Date

Selectman
Date

Selectman
Date

Family Crisis Services Update

Board of Selectmen – Agenda Item Request Form

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

Fire Hydrant Easement to Portland Water District

Board of Selectmen – Agenda Item Request Form

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

Requested Meeting Date:

Meeting Date 4-11-17

Requested By & Date:

Requestor's Name – Date Requested 4-11-17

CONTACT INFORMATION

Address:

Address Line 1 1443 Roosevelt Trl.
Address Line 2
City State Zip

Email Address:

Email Address BRUCE.TUPPER@RAYMONDMAINE.ORG

Phone #:

Phone # 207-655-1187

AGENDA ITEM REQUESTED

Agenda Item Subject:

Agenda Item Subject Hydrant easement

Agenda Item Summary:

Agenda Item Summary: The fire hydrant at Public Safety has been a private hydrant since it was installed. We own it, and that creates costs for repairs. For example, we have had to two internal rebuilds necessitated when working parts boke. EJ Prescott was used as PWD could not work on the privately-owned hydrant. The cost for repairs exceeded 2000 dollars. It was classified private when it was located in our driveway during the construction of the station in 2002. The reason it was located there originally was to allow apparatus to refill safely off the main roads. If the easement is accepted the hydrant becomes a public PWD owned hydrant and will be maintained by the water district. This includes certification testing, winter maintenance, and repairs if it breaks.

BILL OF SALE

KNOW ALL PERSONS BY THESE PRESENTS, that the **TOWN OF RAYMOND**, a municipal corporation located at Raymond, Maine in consideration of One Dollar (\$1.00) and other valuable considerations, paid by **PORTLAND WATER DISTRICT**, a quasi-municipal corporation located at Portland, Maine, the receipt whereof is hereby acknowledged, does hereby GRANT, SELL, TRANSFER and DELIVER unto the said PORTLAND WATER DISTRICT, its successors and assigns, the following property located at 1443 Roosevelt Trail in Raymond:

An 8-inch ductile iron water pipe together with all fixtures and appurtenances attached thereto, extending northerly 300 feet more or less from the northerly sideline of Main Street to and including the fire hydrant.

TO HAVE AND TO HOLD, the said property to the PORTLAND WATER DISTRICT, its successors and assigns, to its and their own use and behoof forever.

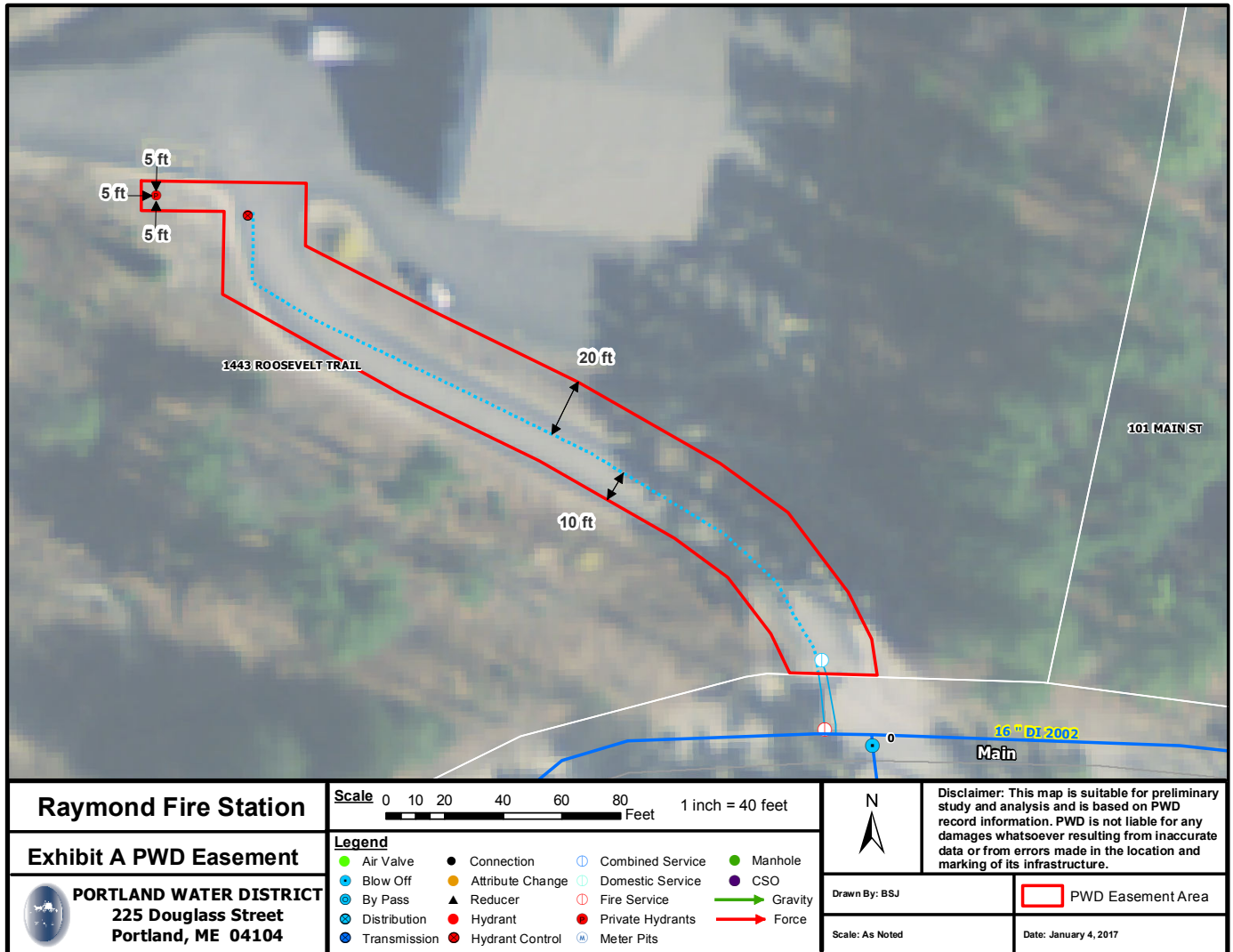
And the TOWN OF RAYMOND hereby covenants with the PORTLAND WATER DISTRICT, its successors and assigns, that it is the lawful owner of the property; it is free from all encumbrances; that the TOWN OF RAYMOND has good right to sell the same as aforesaid; and that it will WARRANT and DEFEND the same unto the PORTLAND WATER DISTRICT, its successors and assigns, against the lawful claims and demands of all persons, claiming by, through or under it.

IN WITNESS WHEREOF, the TOWN OF RAYMOND has caused the Bill of Sale to be signed in its corporate name and its corporate seal affixed by _____, its Town Manager, thereunto duly authorized this ____ day of _____, 2017.

Signed, Sealed and Delivered
in presence of

TOWN OF RAYMOND

By: _____
Town Manager



Planngng Board Resignation - William Priest

January 3, 2017

Mr. Robert O'Neill Chairman, Raymond Planning Board

Mr. Joe Bruno, Chairman, Raymond Board of Selectmen

Town of Raymond

401 Webbs Mills Road

Raymond, Maine 04071

RE: RESIGNING FROM PLANNING BOARD EFFECTIVE TODAY

Greetings Bob & Joe,

The time has come that I feel it is appropriate to submit my resignation from the Raymond Planning Board. Although we still own property in Town, it is under contract and we have moved to Windham.

We will sadly miss living in this beautiful town but our two business on Route 302 will continue to call Raymond home.

It has been a pleasure and a great learning experience to be a member of the Planning Board. It is an exceptional group of dedicated volunteers. We are extremely fortunate to have Bob O'Neill as Board Chairman.

Now that I am "officially" off the Planning Board, I would like to make an observation based upon my over forty years of involvement in town governments. During those years a few exceptional individuals have surfaced that I felt worked way beyond their job description. They are dedicated employees and work exceptionally hard to serve the best interest of the Town while respecting the best interests of individual residents. Chris Hanson, in my view is one of those exceptional people. As you are aware, Chris is on the front line for the Town every day, attends endless after-hour meeting, and is always prepared! He is a tremendous asset to the Town, is highly regarded everywhere, and a major reason people love this Town.

Warmest regards,

William E. Priest

21 Hemlock Lane

Raymond, ME 04071

207-899-9474

Cc: Mary Quirk; Chris Hanson

Planning Board Appointment - Edward Kranich



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:	EDWARD KRANICH
Mailing Address:	26 SPILLER HILL RD. RAYMOND
Telephone Number:	207-210-2650
Occupation:	CONSTRUCTION MANAGER
E-mail Address:	ekranich@burnsmcd.com

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

1.	PLANNING BOARD
2.	CONSERVATION COMMISSION
3.	ZBA

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

TO UTILIZE THE KNOWLEDGE AND EXPERIENCE GAINED IN A LONG CAREER IN CONSTRUCTION OF A WIDE RANGE OF INFRASTRUCTURE, PLANNING, CIVIL ENGINEERING AND SURVEYING.

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

- EXPERIENCE AS PLANNING DEPT. STAFF
- DEGREE (BS) IN ENVIRONMENTAL HEALTH; CONTINUING EDUCATION IN CIVIL ENGINEERING, SAFETY AND PROJECT MANAGEMENT
- MANAGED CONSTRUCTION OF ROADS, BRIDGES, POWER TRANSMISSION LINES & SUBSTATIONS

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

TO ENSURE ORDERLY DEVELOPMENT AND/OR PRESERVATION OF THE TOWN IN ACCORDANCE WITH THE ZONING REGULATIONS AND 'PLAN OF DEVELOPMENT' WHILE MAINTAINING THE CHARACTER OF THE TOWN AND PUBLIC SAFETY AND HEALTH 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?

- I WAS EMPLOYED BY THE MERIDEN CT PLANNING DEPARTMENT FOR 1-1/2 YRS WHEN I FIRST GOT OUT OF COLLEGE
- I HAVE PRESENTED TO PLANNING BOARDS FOR PROPOSALS ON BEHALF OF MY EMPLOYER.

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!

Appoint Warden for June 13, 2017, 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 June 13, 2017, Referendum Election.

Given under our hands on the 11th day of April 2017.

Joe Bruno, Chairman

Lawrence A Taylor

Rolf Olsen

Teresa Sadak

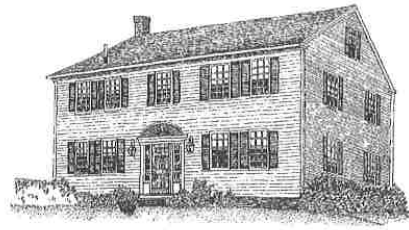
Samuel Gifford

Hawthorne Community Association Budget Request

Hawthorne Community Association

P.O. Box 185, So. Casco, ME 04077

www.hawthorneassoc.com



September 27, 2016

Budget / Finance Committee
Town of Raymond
401 Webbs Mills Rd
Raymond, ME 04071

Dear Committee Members,

Introduction/Purpose: To provide supporting information for a request for the town's financial assistance toward the maintenance of the Nathaniel Hawthorne House on Raymond Cape. I have been on the board of trustees for the Hawthorne Community Association (HCA) since 2001, am a 2x past president, and currently serve as secretary, webmaster & historian.

Brief History: The house was built in 1812 for Elizabeth Hathorne [*sic*], Nathaniel's mother, and was his home until he graduated from Bowdoin College in 1825. The building was later converted into a tavern, then a meeting house, and was labeled as a "Union Church" on an 1857 map of Cumberland County. It was used by various religious groups but eventually became abandoned and derelict by the early 1900's. The HCA was formed in 1921 when a group of Raymond residents became concerned about the deteriorating condition of the house that was once the residence of the world famous 19th century author.

A charter was formed, by-laws were written and the house has been cared for by the association ever since. Members of many prominent Raymond families were involved as officers, including such names as Libby, Lombard, Gulick and Murch, and the owners and operators of the Wohelo and Wawenock camps were leaders at various times. For a number of years during the 60's and 70's volunteers kept the house open to the public on Sunday afternoons. The house has been on the National Register of Historic Places since 1969. The Association is a 501(c)(3) organization.

Current Issues: Those of us who have led the HCA in the 21st century have worked hard to maintain interest and activity in the house, but this has been difficult due to social and demographic factors felt by all nonprofits, particularly since the Great Recession. We have been successful at maintaining a good appearance of the structure, despite the heavy demands of a 200+ year old house. The Hawthorne House is an item of pride for local residents and for the town of Raymond itself, as evidenced by its prominent mention among points of interest in the recent "Welcome to Raymond brochure" and on the town's website.

It has become increasingly clear in recent years that we are not going to be able to sustain the level of membership and contributions needed to maintain the house. Attendance at one of our signature public events, the Strawberry Festival, has dropped from an average of 70-80 to barely 40, despite our efforts to secure interesting speakers and publicize the

event. HCA membership has declined from around 125 in the early 2000's to around 75 today. More seriously, volunteerism and donations have declined -- the same group of trustees has been managing the organization for around 15 years. Of our 75 members, only 38 are Raymond residents today. Attracting younger people to the HCA has been especially difficult. We raised our dues from \$10 to \$15 per family in 2013 but cannot reasonably expect people to contribute more than this on a regular basis. A few members have generously donated sums of perhaps \$50 or \$100 each year, but these are becoming fewer. Many long time "core" members are moving to retirement homes and few new members are coming in to replace them. Our annual Strawberry Festival earns less than \$200. We have twice applied for grants but have been refused (2008 – ME Historic Preservation Comm. and 2012 Stephen King Foundation). Although grants remain of interest, the application process is time-consuming and we do not have the staff for this. We experimented with an art show this year and earned approx. \$300, but this cannot be sustained every year.

Cutting operating costs is not a reasonable option. There is no paid staff. We carry no fire / property insurance (only basic liability), have a minimal electric bill, no phone or Internet, and heat the building for only 2 or 3 part days per year (it is uninsulated). Our major ongoing expense is for painting the exterior, something that is required approx. every 4 years due to the old, original clapboards and lack of a vapor barrier. See chart at end for more information on budget.

Mounting aggressive fund-raising campaigns is a suggestion we often hear, but we have no volunteers to head up such an effort. It is more likely that as members of the current board of trustees leave we will be unable to find replacements. We have had no president for the past 2 years because no one will accept the role (some of us have served 2 or more terms already). There is a very real possibility that the association (and thereafter the house) will simply fall apart due to lack of leadership and participation. This is already evident by our declining membership, participation and income.

Need for Town support: We are aware that the Historical Society receives an annual stipend from the town in support of the service that it provides by preserving and maintaining town records and historical artifacts such as photos and farm implements. We believe the Hawthorne House is part of the history that the town has an interest in preserving. One could reasonably contend that it is the single most important and valuable historical treasure within the town of Raymond.

We therefore ask that the Finance/Budget Committee include our request for an annual stipend of \$1,000 beginning with the 2017-18 budget. This would roughly replace the membership dues of 60 families, or roughly the difference between our former and present membership.

It is heartbreaking to envision the end of a community effort that has persisted for almost 100 years, but that could be the reality. If so, the town might well be faced with the decision to either maintain or sell the property, with or without its historic house intact.

We ask that you give us the opportunity to present this request in person at the next meeting of your committee. Thanks for your time and attention.

Sincerely,

John Manoush, Secretary and Historian

Addendum – Financial Information

Dues and Donations – 5 years

Year	Dues	Donations	Total	Donations % of Total
2011	631	2854	3485	82
2012	676	2005	2681	75
2013	781 (incr. to \$15)	1530	2311	66
2014	832	1905	2637	72
2015	620	715	1335	54

Income and Expenses – 2 years plus 2016 YTD

<u>Income</u>	<u>2014</u>	<u>2015</u>	<u>2016 (to 9/25)</u>
Dues	832	645	520
Donations	1905	715	420
Strawberry Festival	56	126	67
Barbecue	140	110	100
Total Income	2933	1596	1107
<u>Expenses</u>	<u>2014</u>	<u>2015</u>	<u>2016 (to 9/25)</u>
Liability Insurance	400	400	400
IRS Filing Federal (One Time Fee)	0	400	0
Maine Tax Filing (State)	35	35	35
PO Box	58	58	58
Lawn Care	240	240	240
CMP	289	660	624
Misc. Upkeep	880	793	2209
Total Expenses	1902	2586	3566
Net (Income less Expenses)	1031	(990)	(2459)

Notes: Heating oil is purchased every 4 years or so. 2016 Misc. Upkeep Expenses include painting the front of the house and pumping the septic.

Cash on hand as of 9/25/16 is \$1,766.04.

cc: Don Willard, Town Manager

Hello John,

My sincere apologies. I did locate your original email and attached budget request (all attached) dated September 29, 2016. Unfortunately, I did not forward this material along to former Finance Director Nancy Yates at that time, mistakenly thinking that it would be coming again later during the budget cycle. Nancy retired in October 2016. New Finance Director Director Cathy Ricker therefore did not have a copy. It was my mistake alone and I have discussed this with BOS Chair Joe Bruno. He is willing to have a discussion about your request at the BOS meeting at the JSMS Broadcast Studio on Tuesday April 11th at 6:30pm. The BOS will consider and vote on a recommended municipal budget as a part of that meeting. I am hopeful that you will be able to attend? I have left a telephone message this morning for Budget-Finance Committee Chair Marshall Bullock. The Budget Committee will meet to consider the BOS recommended budget at their meeting at the JSMS Broadcast Studio on Tuesday April 18th at 6:30pm.

Don

Don Willard
Town Manager
401 Webbs Mills Road
Raymond, Maine 04071
(207) 655-4742 x 131
(207) 650-9001
www.raymondmaine.org

On 4/6/2017 9:13 AM, John Manoush wrote:

Hi Don – I hope this finds you well. By coincidence of timing I had just yesterday emailed Nancy Yates asking what became of the Hawthorne Association's request for financial support in 2017-18, a process I began in Sept. of 2016. I think I have my answer since I just read your proposed budget and see that there is no mention of Hawthorne whatsoever (nice job otherwise). I responded promptly to all requests for information from the town.

I and other members and supporters of the Hawthorne Community Association would like to know why our request was not honored and what can be done about it now.

Sincerely – John Manoush

RE: Hawthorne House request

Subject: RE: Hawthorne House request
From: "John Manoush" <jmanoush@twc.com>
Date: 9/29/2016 8:36 AM
To: "bullock" <rbullock1@maine.rr.com>, "Don Willard - Twn of Raymond" <don.willard@raymondmaine.org>

Dear Marshall – Thanks for the prompt reply. I have copied Don on this email and attached a letter describing our situation. Some recent budgetary information is contained within the letter and shows our declining fortunes. Our objective in making this request now is to anticipate what appears to be coming rather than wait until we are “broke”. I will be glad to furnish more information or attend a meeting upon request. Please keep me informed of the progress of this request.

I also ask for just a brief reply so I will be assured you received this message.

Sincerely – John Manoush, Hawthorne Community Association

From: bullock [mailto:rbullock1@maine.rr.com]
Sent: Tuesday, September 27, 2016 6:55 PM
To: 'John Manoush' <jmanoush@twc.com>
Subject: RE: Hawthorne House request

Good evening John:

Thank you for your email. I am the chairman of the Budget/Finance committee.

Our normal procedure is to have this type of request presented in writing to the town manager

before January 15th of the request year. Your request, therefore, should go to Don Willard no later

your request - email is fine.

You may be asked to provide an income statement and explain your requested need.

Any requests approved through the budget process will

be awarded after the town meeting (usually the first Tuesday in June).

If you have any further questions, I would be happy to assist you through the process.

Marshall Bullock

From: John Manoush [<mailto:jmanoush@twc.com>]

Sent: Tuesday, September 27, 2016 12:38 PM

To: rbullock1@maine.rr.com

Subject: Hawthorne House request

Good day Marshall. I got your email from the town web site as one of the longer-serving budget committee members. It was not clear who the current chairperson is so feel free to forward this or inform me of the chairperson so that I may redirect.

I have been a trustee of the Hawthorne Community Association for around 15 years. Our association would like the Budget Committee to consider our request for town funding in the amount of \$1,000 annually, starting in FY 2017. We have prepared a letter justifying our request and would like the opportunity to present our request at the next Budget Committee meeting. We briefly discussed this idea with Don Willard a couple of months ago and he advised that this would be the proper procedure.

RE: Hawthorne House request

Please let me know to whom I should send the letter and when we may expect to attend a meeting with you. Thanks for your attention. Sincerely, John Manoush

Secretary and Historian

Hawthorne Community Association

73 Tarkiln Hill Rd.

Raymond, ME 04071

207-655-7660 (H) or 207-756-9260 (Mobile)

— Attachments: —

Hawthorne request for town support.docx

63.6 KB

Main Street Sidewalk Grant Budget Request

BOS-Marshall FYI:

We will be discussing this potential project again Tuesday evening, given the increase in MDOT grant funding to reflect the projected increased project cost. Sue please include this material in the 4-11 BOS epacket to support the proposed sidewalk construction warrant article.

Don

Don Willard
Town Manager
401 Webbs Mills Road
Raymond, Maine 04071
(207) 655-4742 x 131
(207) 650-9001
www.raymondmaine.org

----- Forwarded Message -----

Subject:main st

Date:Fri, 7 Apr 2017 10:01:30 -0400

From:Nathan White <nathan.white@raymondmaine.org>

To:Don Willard <don.willard@raymondmaine.org>

Hi Don

I have attached the latest construction estimate for the sidewalks on Main Street, I am still waiting for written confirmation from MDOT committing to the increase in the grant from what I applied for to the estimate from Sebago Technics.

At this point I have \$33,000 set aside for the 20% grant match.

--

Nathan White
Public Works Director
401 Webbs Mills
Raymond, ME 04071
(207)653-3641
(207)655-4742 x134
www.raymondmaine.org

Subject: Main Street Sidewalk
From: Owens McCullough <omccullough@sebagotechnics.com>
Date: 3/30/2017 1:19 PM
To: "Don Willard (don.willard@raymondmaine.org)"
<don.willard@raymondmaine.org>
CC: "Nathan H. Smith (nsmith@bernsteinshur.com)" <nsmith@bernsteinshur.com>,
"nathan.white@raymondmaine.org" <nathan.white@raymondmaine.org">

Hi Don,

Attached is the updated cost estimate I prepared last year. Nathan told me that the MDOT is prepared to fund the project and that they have set aside 44k or so for the engineering and design. As I recall, the MDOT had indicated they would be willing to fund the costs at a 20% town share but you should make sure that the costs are based upon the attached estimate. Assuming that is the case, then that certainly is a much better financial incentive to go forward with the project.

If you don't mind, please send me the most recent correspondence you have with the MDOT. Also, if you like, I can reach out the Aurele Gorneau at the MDOT to better understand what they will fund and the timing for the money. Lastly, please remember that if you use the MDOT money, the Town will have complete the project per the agreement or would have to pay back the MDOT for any money the MDOT paid out. As a result, I think it is wise to verify what MDOT is funding (hopefully, 80% of the \$383,000).

Thanks, Owens

Owens McCullough, P.E., LEED-AP *Vice President, Engineering*
Office: 207.200.2100 | Direct: 207.200.2073
75 John Roberts Rd., Suite 1A, South Portland, ME 04106
omccullough@sebagotechnics.com | www.sebagotechnics.com
An Employee-Owned Company




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Main Street Sidewalk
Raymond, ME

Opinion of Probable Costs

Sebago Technics, Inc.
75 John Roberts Road
South Portland, Maine 04106
207-200-2400

Item #	Item Description	Unit	Quantity	Unit Cost \$	Totals \$	Division Total
Date: 6/8/2016						
Project No.: 13234 - 2,400 l.f. of Sidewalk						
Prepared by: oam						
						
Division 200						
202.2	Remove Bituminous concrete pavement	SY	1000	\$5	\$5,000	
203.2	Common Excavation	CY	1200	\$15	\$18,000	
203.21	Rock Excavation	CY	100	\$75	\$7,500	
203.25	Granular Borrow	CY	250	\$30	\$7,500	
203.25	Crushed Stone (703.11 Type A) Overdepth	CY	50	\$30	\$1,500	
203.24	Common Borrow	CY	400	\$20	\$8,000	
206.061	Structural Earth Excavation -Drainage minor structure below grade	CY	50	\$40	\$2,000	
206.07	Structural Rock Excavation -Drainage minor structure below grade	CY	50	\$75	\$3,750	
						\$53,250
Division 300						
304.1	Aggregate Subbase Gravel Type D	CY	250	\$20	\$5,000	\$5,000
Division 400						
403.207	Hot Mix Asphalt 19 mm	TON	210	\$90	\$18,900	
403.209	Hot Mix Asphalt 9.5 mm	TON	150	\$95	\$14,250	
403.209	Hot Mix Asphalt 12.5 mm	TON	115	\$95	\$10,925	
						\$44,075
Division 600						
603.15	12 inch Culvert Option 1	LF	0	\$45	\$0	
603.16	15 inch Culvert Option 1	LF	1200	\$60	\$72,000	
604.2441	Catch Basin Type F4 with Beehive Grate	EACH	0	\$2,500	\$0	
604.2442	Catch Basin Type F4 with Inlet Frame	EACH	6	\$2,500	\$15,000	
604.2471	Catch Basin Type F5 with Beehive Grate	EACH	2	\$2,500	\$5,000	
604.2472	Catch Basin Type F5 with Inlet Frame	EACH	0	\$2,500	\$0	
604.249	Catch Basin Type F6 with Inlet Frame	EACH	0	\$2,500	\$0	
604.15	Manhole	EACH	3	\$2,500	\$7,500	
606.364	Guard Rail, remove, modify, and reset, Type 3b	LF	0	\$30	\$0	
607.163	Fence	LF	0	\$25	\$0	
608.26	Curb Ramp Detectable Warning Surface	SF	100	\$30	\$3,000	
608.45	Construct Sidewalks -Complete in place	SY	1400	\$50	\$70,000	
609.11	Precast Concrete Curb	LF	2200	\$10	\$22,000	
610.081	Plain Rip Rap - 6"	CY	0	\$75	\$0	
610.082	Plain Rip Rap - 8"	CY	0	\$75	\$0	
613.319	Erosion Control Blanket	SY	100	\$4	\$400	
615.0701	Loam, Plan Quantity	CY	150	\$25	\$3,750	

618.1301	Seeding Method Number 1 Plan Quantity	UNIT	15	\$200	\$3,000	
619.1201	Mulch, Plan Quantity	UNIT	15	\$100	\$1,500	
627.18	White Pavement Marking Line (cross walks)	LS	1	\$500	\$500	
635.14	Prefabricated Wall	SF	0	\$50	\$0	
645.106	Demount and Reinstall Reg.Warn. Conf.& Route Sign including Support Posts	LS	1	\$1,000	\$1,000	
652.38	Flaggers	HR	500	\$25	\$12,500	
						\$217,150
	Subtotal Construction				\$319,475	
	Mobilization (3% of total)				\$9,584	
	Engineering Design & ROW				\$30,000	
	Construction Inspections				\$15,000	
	Materials Testing				\$10,000	
	Total Construction Cost				\$384,059	

Subject: FW: Town of Raymond - MDOT LPA Project WIN 018888.00 Main Street Sidewalk
From: Owens McCullough <omccullough@sebagotechnics.com>
Date: 4/7/2017 8:29 AM
To: "Don Willard (don.willard@raymondmaine.org)" <don.willard@raymondmaine.org>, "nathan.white@raymondmaine.org" <'nathan.white@raymondmaine.org'>

From: Gorneau, Aurele [mailto:Aurele.Gorneau@maine.gov]
Sent: Friday, April 7, 2017 8:25 AM
To: Owens McCullough <omccullough@sebagotechnics.com>; Laberge, Michael <Michael.Laberge@maine.gov>
Subject: RE: Town of Raymond - MDOT LPA Project WIN 018888.00 Main Street Sidewalk

Owens,
Good to hear from you. All is well and hope it is for you also.

The email we have dated 6/10/16 estimated up to \$350,000 for construction so that is what we are currently showing. See below. We have only funded PE and ROW so far for \$44,000 and may still be waiting for the agreement on that. As for schedule we have it in the 2017 workplan but anticipate advertising it in late 2018. I will have to check to see when Construction funds are really expected to be available. The total budget estimate is \$405,000. If that needs to be adjusted we should discuss it and why before we move forward. Maybe we will decide to wait until PDR to make adjustments to the estimate/funding. I have to talk with Patrick Adams to verify but if it is ready in 2017 we may be able to find the funding otherwise it is 2018-19 construction.

Consider this info and we should meet to pull final details together before moving forward. I.e. kick-off meeting.

Have a Great Day,

Aurele Gorneau, II, Project Manager
MaineDOT, Multimodal Program
SHS 16, Child St.
Augusta, ME 04333

Desk Phone: (207) 624-3553
Cell Phone: (207) 592-4438

From: Owens McCullough [<mailto:omccullough@sebagotechnics.com>]
Sent: Thursday, April 06, 2017 6:13 PM
To: Laberge, Michael; GorneauII, Aurele
Subject: Town of Raymond - MDOT LPA Project WIN 018888.00 Main Street Sidewalk

Hi Mike and Aurele

It has been a while and hope all is well.

Don Willard from the Town of Raymond asked me to follow-up with you directly on the Main Street sidewalk project. The Town would like to move forward had a couple of questions that we hoped you could help with.

1. Wanted to confirm the allocated money (tentatively) for the project. The last estimate we prepared for the town was in 2016 and placed the project cost at \$384,000. I realize we will need to go through the PDR process but wanted to see if this was the budget the MDOT was generally anticipating.
2. Could you confirm what fiscal year the construction is funded for. Just wanted to make sure the Town understood when the money would be available for construction.

We have already completed a ROW survey (last year) for the town and are ready to proceed with the PDR process but wanted to get clarification on the above.

Thank you, Owens

Owens McCullough, P.E., LEED-AP *Vice President, Engineering*
Office: 207.200.2100 | Direct: 207.200.2073
75 John Roberts Rd., Suite 1A, South Portland, ME 04106
omccullough@sebagotechnics.com | www.sebagotechnics.com
An Employee-Owned Company



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Draft Warrant Articles

Town of Raymond
June 6, 2017
ANNUAL TOWN MEETING WARRANT

TO: Nathan White, a resident of the Town of Raymond, in the County of Cumberland and State of Maine.

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Raymond, qualified by law to vote in Town affairs, to meet at the Jordan-Small Middle School gymnasium in said town on Tuesday, June 6, 2017 at 6:00 P.M., then and there to act on Articles 1 through 41 as set out below.

The continuation of said meeting will be held at the Jordan-Small Middle School gymnasium in said town on Tuesday, the 13th day of June, A.D. 2017, at seven o'clock in the forenoon, then and there to act upon by secret ballot on Articles 42 through 43 as set out below, the polling hours thereof to be from seven o'clock in the forenoon until eight o'clock in the evening.

ARTICLE 1: To elect a moderator to preside at said meeting.

BEGINNING OF ORDINANCE CHANGES

ARTICLE 2: Shall Article 10.C.1.j (Site Plan Review – Administration – Expiration of Approval) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 2

The Selectmen **???** Article 2

DESCRIPTION:

Language has been added to the Land Use Ordinance calling for the expiration of subdivision plans, in addition to site plans. There are several approved subdivisions in the Town which have not been completed, and this amendment gives the Town the ability to have these outstanding subdivisions expire if they do not commence within two years and are not completed within four years. The Town Attorney, Shana Cook Mueller provided a memo to the Planning Board dated December 14, 2016 in support of this amendment.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE 10 – SITE PLAN REVIEW

...

C. Administration

1. The following procedure and requirements shall apply to all applications for site plan review:

...

j. Expiration of approval.

~~Site plan approval shall expire and be void if the activity approved is not commenced within 12 months, and completed within two (2) years after the date of approval unless the reviewing authority, at the time of approval, establishes a different commencement and completion schedule but in no case will such period exceed five (5) years. Upon application for an extension of the approval received before approval expires, an extension of up to two (2) years may be granted by the reviewing authority.~~

Site Plan and Subdivision Plan approvals shall expire and be void if the construction activity associated with the approval is not commenced within two (2) years, and completed within four (4) years after the date of the site plan or subdivision plan approval unless the reviewing authority, at the time of approval, establishes a different completion schedule, but in no case shall the initial approval period exceed five (5) years to commence and complete. A property owner/developer or their agent may request an extension of the period to commence and/or complete construction by submitting a request to the reviewing authority that issued the site plan or subdivision plan approval prior to the expiration of the initial term of approval. The reviewing authority may grant a one-time extension of up to two years to commence and/or complete construction. If construction is not commenced or completed within the approval time frame, the applicant must reapply for, and receive approval prior to beginning or continuing construction.

Projects approved as Phased Developments shall only be approved by the Planning Board, and the above expiration of approval terms shall apply to any one phase of construction activity.

For the purposes of this Section, this section, "commencement of construction" shall be defined to include, but not be limited to, any land/site or vegetation clearing, site disturbance, stockpiling or excavation of soil on the site property, or building expansion or alterations in accordance with the approved plans. The determination of whether construction has commenced shall be in the sole discretion of the Code Enforcement Officer.

ARTICLE 3: Shall Article 9.L.10.a (Minimum Standards – Signs) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language as shown below?

The Planning Board recommends Article 3
The Selectmen ??? Article 3

DESCRIPTION:

Town staff is recommending a change to specific sign standards in order to allow approved agricultural uses within the residential zones to have more appropriate signage for their use by applying the sign standards for commercial zones to these properties.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE 9 – MINIMUM STANDARDS

...

L. Signs

...

10. Specific Standards

a. The following provisions shall govern the use of signs in the Resource Protection, Stream Protection, Limited Residential-Recreation I, Limited Residential-Recreation II, Village Residential I, Village Residential II, Rural and Rural Residential districts, and any other residentially-zoned districts.

1. Signs related to goods and services lawfully sold on the premises are allowed, but shall not exceed six (6) square feet in area, and shall not exceed two (2) signs per premises except as otherwise allowed pursuant subparagraph (4) below.

2. Residential users may display a single sign not over three (3) square feet in area relating to the sale, rental, or lease of the premises.

3. No sign shall extend higher than twenty (20) feet above the ground.

4. Signs advertising approved commercial uses in the residential zones fronting on Route 302, will be allowed to the maximum size and number allowed in the commercial zone.

5. Signs advertising approved agricultural uses in the residential zones will be allowed to the maximum size and number allowed in the commercial zone.

ARTICLE 4: Shall Article 10.B.2 (Site Plan Review – Authority and Classification of Site Plans) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language as shown below?

The Planning Board recommends Article 4

The Selectmen **???** Article 4

DESCRIPTION:

Town staff is recommending changes to the site plan regulations to clarify that back lots are subject to Staff Site Plan Review.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE 10 – SITE PLAN REVIEW

...

B. Authority and Classification of Site Plans *[Amended 06/02/09]*

1. Except for single-family dwellings, duplex dwellings, accessory uses to single-family or duplex dwellings, maintenance of an existing building or facility, or interior renovations to an existing building or facility which do not change the use(s) or increase the amount of parking required under Article 9, Section C, no building permit shall be issued for a new building, a new facility, an exterior renovation to an existing building or facility, any alteration to or addition of impervious areas, or any substantial change to the use of an existing building or facility until the plans, drawings, sketches, and other documents required under this section have been reviewed and approved in accordance with the Site Plan Review provisions set out in this section below.

2. Site Plan Reviews shall be classified by the Town Planner as follows:

a. Staff Review. A site plan application shall be classified as a Staff Site Plan Review so long as, in any two year period: *[Amended 06/03/2014]*

1. any new building or any additions to existing buildings proposed by the application are more than 500 square feet but do not exceed 2,400 square feet of new Gross Floor Area, and

2. any exterior building renovation proposed by the application do not exceed 2,400 square feet of building surface area, and

3. any additional or altered impervious surface proposed by the application does not exceed, separately or in combination, 10,000 square feet.

4. the proposed development project includes the development of back lots and/or construction of back lot driveways under Article 9 – Minimum Standards, Section T.

b. Minor Review. A site plan application which exceeds the thresholds for Staff Site Plan Review shall be classified as a Minor Site Plan Review so long as, in any period:

1. any new building or any additions to existing buildings proposed by the application do not exceed 4,800 square feet of new Gross Floor Area, and

2. any exterior building renovation proposed by the application do not exceed 4,800 square feet of building surface area, and

3. any additional or altered impervious surface proposed by the application does not exceed, separately or in combination, 20,000 square feet.

4. the proposed development project includes new construction, or alteration to, or the extension of, a private or public street which does not warrant review under Town of Raymond Subdivision Regulations.

ARTICLE 5: Shall Article 9.U.5 (Minimum Standards – Lots – Stormwater Quality and Phosphorus Control) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 5
The Selectmen ??? Article 5

DESCRIPTION:

Town staff is recommending striking the Stormwater Quality and Phosphorus Control section under Article 9 - Section U, Lots in order to avoid duplication and inconsistencies. Cross references will be updated to refer to the standards in Article 9-Section X. Stormwater Quality and Phosphorus Control.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE 9 – MINIMUM STANDARDS

...

U. Lots

...

~~5. Stormwater Quality and Phosphorus Control~~

~~The direct discharge of stormwater from ditches, swales and developed sites to streams and lakes can contribute to water pollution as stormwater can contain sediment, nutrients, hydrocarbons and other harmful substances. Increased stormwater runoff can also damage roads, ditches, culverts and other drainage structures that are not designed to accommodate storm flows. These problems can worsen when an undeveloped woody site is cleared for development since stormwater that was previously intercepted by vegetation and absorbed into the ground is allowed to flow more freely across and ultimately off the site. The closer post-project stormwater flows are kept to pre-project conditions in terms of volume, rate, timing and pollutant load, the less likely that stormwater will damage the site, or public or private property, or cause harm to water bodies. The introduction of excessive amounts of phosphorus from developed areas into lakes and ponds has been identified as a significant threat to water quality. The introduction of stormwater quality treatment Best Management Practices (BMPs) can minimize impacts to receiving wetlands and water bodies. The preferred stormwater treatment BMP for residential lots is naturally vegetated buffers whenever site conditions are suitable. Alternative stormwater treatment BMPs for residential lots should be used when site conditions on the lot prevent the effective use of buffers.~~

~~The purpose of this standard is to maintain the water quality of the area's lakes, ponds and streams by preventing the introduction of excessive amounts of pollutants to water bodies.~~

~~a. Applicability~~

- ~~1. Section U.5 shall apply to all lots, except lots approved under the provisions of the Raymond Subdivision Ordinance, that are created so that any portion of the lot is within 600' of a great pond, as measured from the normal high water mark, or 100' of a perennial stream, as identified on a USGS map.~~

- ~~2. All such lots subject to Article 10 Site Plan Review shall conform to the requirements of Article 10 Sections D.14 and E.1.e in addition to the provisions of this section.~~

~~b. Application Review~~

~~The applicant shall submit a site plan that demonstrates to the satisfaction of the Code Enforcement Officer that the project will comply with this standard. The Code Enforcement Officer shall review the Stormwater and Phosphorus Management Plan and approve a permit based on one of the following methods. If the Code Enforcement Officer determines, because of particular circumstances of the property, that a third party review of the stormwater and phosphorous management control plans would help achieve the purposes of this ordinance, the Code Enforcement Officer may require review and endorsement of such plans by the Cumberland County Soil & Water Conservation District, or some other third party qualified to conduct such review, the cost of which shall be borne by the Applicant.~~

~~1) Point System~~

~~a. Point Credits~~

~~The CEO shall issue a Stormwater and Phosphorus Management Control Permit if the applicant meets or exceeds fifty (50) points based on the following point schedule. The applicant shall submit a Sketch Plan of the lot showing how each of the following point credits, or deductions apply to the proposed development. The Sketch Plan shall show approximate locations and dimensions of each stormwater BMP, or other measure.~~

- ~~i. 10 Points for correcting an existing erosion problem on the project site, as approved by the CEO.~~
- ~~ii. 10 Points for a building footprint less than 1,500 square feet~~
- ~~iii. 10 Points for a clearing limitation of less than 20% of the lot, or 15,000 square feet, whichever is less; or 20 Points for a clearing limitation of less than 15% of the lot, or 10,000 square feet, whichever is less~~
- ~~iv. 15 Points for the installation of rock lined drip edges or other infiltration system to serve no less than 50% of the new impervious area on the site. Test pit information certified by a Licensed Site Evaluator, or a Professional Engineer must show that three feet of separation exists between the Seasonal High Groundwater Table and the bottom of any proposed infiltration structure. Infiltration systems must be sized to accommodate one inch of runoff from contributing impervious areas within the structure (this will include an assumption of 30% void space in washed stone) and designed in accordance with the details provided in Appendix A; or~~

~~25 Points for the installation of rock lined drip edges or other infiltration system to serve no less than 75% of the new impervious area on the site. Test pit information certified by a Licensed Site Evaluator, or a Professional Engineer must show that three feet of separation exists between the Seasonal High Groundwater Table and the bottom of any proposed infiltration structure. Infiltration systems must be sized to accommodate one inch of runoff from contributing impervious areas within the structure (this will include an assumption of 30% void space in washed stone) and designed in accordance with the details provided in Appendix A.~~
- ~~v. 20 Points for the installation of rain gardens to serve no less than 50% of the new impervious area on the site. Rain gardens shall be sized to accommodate~~

~~one inch of runoff from contributing impervious areas within the six-inch ponding area, and designed in accordance with the detail provided in Appendix A; or~~

~~30 Points for the installation of rain gardens to serve no less than 75% of the new impervious area on the site. Rain gardens shall be sized to accommodate one inch of runoff from contributing impervious areas within the six-inch ponding area, and designed in accordance with the detail provided in Appendix A.~~

~~vi. 30 Points for a 50 foot wide (no greater than 15% slope) wooded buffer strip, or a 75 foot wide vegetated buffer (no greater than 15% slope) strip located down gradient and adjacent to the developed area, provided there is no channelization within the buffer; or~~

~~35 Points for a 75 foot wide (no greater than 15% slope) wooded buffer strip, or a 100 foot wide vegetated buffer (no greater than 15% slope) strip located down gradient and adjacent to the developed area, provided there is no channelization within the buffer; or~~

~~40 Points for a 100 foot wide (no greater than 15% slope) wooded buffer strip, or a 150 foot wide vegetated buffer (no greater than 15% slope) strip located down gradient and adjacent to the developed area, provided there is no channelization within the buffer.~~

b. Point Deductions

The CEO will deduct points based on the following point schedule:

- ~~• 10 Points deducted for a new structure footprint exceeding 2000 square feet, and an additional 5 points deducted for each additional 500 square feet of structure footprint.~~
- ~~• 10 Points deducted for over 20,000 square feet of disturbance, and an additional 5 points deducted for each additional 5,000 square feet of disturbance.~~

2) Alternate Means of Calculation

~~In those cases where the Code Enforcement Officer determines that use of the points system is inadequate to achieve the purposes of stormwater and phosphorous management control or is otherwise inappropriate because of particular circumstances of the property, the Code Enforcement Officer may assess conformance with this standard based on the following:~~

- ~~1. Phosphorus export calculations based on "Phosphorus Control in Lake Watersheds: A Technical Guide to Evaluating New Development (latest edition), issued by Maine DEP. Any such design must be certified by a Licensed Professional Engineer.~~
- ~~2. A Stormwater Management Plan designed in accordance with Section 4B of the State of Maine Chapter 500 Stormwater Regulations, General Standards (June 6, 2006, and as amended). Any such design must be certified by a Licensed Professional Engineer.~~

ARTICLE 6: Shall Article 10.D (Site Plan Review – Submission Requirements) of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through June 7, 2016, be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

The Planning Board recommends Article 6
The Selectmen ~~???~~ Article 6

DESCRIPTION:

Town staff is recommending changes to the Site Plan submission requirements. The first change is to require the number of submitted full sized plans as well as requiring 11 x 17 copies. The second change ensures that Site Plan Review of back lots and back lot driveways follows minimum stormwater runoff standards specified in Article 9.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE 10 – SITE PLAN REVIEW

...

D. Submission Requirements

1. When the owner of the property or the owner's authorized agent makes formal application for Site Plan Review, the application shall contain at least the following exhibits and information except to the extent any of these submission requirements are modified by the provisions of Section C.2.b pertaining to Staff Site Plan Review and Section C.3.b pertaining to Minor Site Plan Review above: *[Amended 06/02/09]*

a. A fully executed and signed application for Site Plan Review;

b. A narrative description explaining how the submissions and the proposed plans meet all submission requirements and ordinance provisions that pertain to the applicant's project. *[Adopted 06/02/09]*

For any project located in the Commercial District, the applicant shall also submit a narrative which explains how the submissions and the proposed plans comport with the Raymond Design Guidelines, and where the submissions and the proposed plans do not comport with the Raymond Design Guidelines, the reasons why the applicant is proposing an alternative design. *[Adopted 06/02/09]*

c. Fifteen (15) copies of a Site Plan, to include eight (8) full sized scaled copies, including seven (7) half size/scaled copies or reduced plans to fit on an 11' x 17' sheet, and an electronic file in both PDF and GIS formats, drawn at a scale of not more than fifty (50) feet to the inch for that portion of the total tract of land subject to site plan review, and showing the following:

...

14. A stormwater management plan, prepared by a registered professional engineer, shall be designed so that the post-development stormwater runoff does not exceed the pre-development stormwater runoff for the 24-hour duration, 2-, 10-, and 25-year frequency storm events. The stormwater plan shall be prepared in accordance with "*Stormwater Management for Maine: Volume III BMP's Technical Design Manual*", latest edition, prepared by the Maine Department of Environmental Protection, which is incorporated herein by reference and made a part thereof. The stormwater plan shall include the following information for the

pre- and post-development conditions: drainage area boundaries, hydrologic soils groups, ground cover type, time of concentration flow paths, modeling methodology, calculations, and background data. The Board may require review and endorsement of the stormwater plan and calculations by the Cumberland County Soil and Water Conservation District or some other third party qualified to conduct such review, the cost of which shall be borne by the Applicant. *[Amended 12/2/08]*

Projects subject to Site Plan Review shall include the following: *[Adopted 12/02/08]*

- a. Phosphorus export calculations based on the "MAINE STORMWATER MANAGEMENT DESIGN MANUAL, Phosphorus Control Manual Volume II" (as published MARCH 2016 and as amended) ~~"Phosphorus Control in Lake Watersheds: A Technical Guide to Evaluating New Development (latest edition)~~, issued by Maine DEP. or,
- b. Any project which requires a Stormwater Permit from the State of Maine DEP shall submit A Stormwater Management Plan designed in accordance with Section 4 of the State of Maine Chapter 500 Stormwater Regulations, Stormwater Standards (June 6, 2006, and as amended). *[Adopted 12/02/08]*

For Site Plan Review applications reviewed by staff ~~Minor Developments and Minor Modifications subject to CEO review only~~, the Stormwater Management Plan must demonstrate conformance with the Stormwater Quality and Phosphorus Control provisions (point system) described in Article 9, Section ~~U.5~~ X of this ordinance.

All Site Plan Review of back lots and back lot driveways shall ensure compliance with the minimum standards for stormwater runoff design and quality control in accordance with Article 9 – Minimum Standards, Section T Back Lots and Back Lot Driveways, 11, d, v and vi.

END OF ORDINANCE CHANGES

ARTICLE 7: To see if the Town will vote, pursuant to 23 M.R.S.A. §2953, that orders of the municipal officers with respect to the closing of roads to winter maintenance shall be a final determination.

The Selectmen ??? Article 7

***** Budget Warrant Begins *****

ARTICLE 8: To see if the Town will vote to authorize the Selectmen on behalf of the Town to sell and dispose of any property acquired by the Town for nonpayment of taxes pursuant to the policy adopted by the Selectmen, as may be amended from time to time, the policy to remain consistent with State statutes and laws. In all cases conveyance to be made by municipal quitclaim deed.

The Selectmen ??? Article 8.
The Budget-Finance Committee ??? Article 8.

ARTICLE 9: To see what date taxes will be due and to set an interest rate for unpaid amounts.

The Selectmen recommend 1st half to be due October 31, 2017 and 2nd half to be due April 30, 2018 with interest at seven percent (7%) on any unpaid balances.

The Selectmen ??? Article 9.
The Budget-Finance Committee ??? Article 9.

ARTICLE 10: To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at seven percent (7%) for the fiscal year.

The Selectmen ??? Article 10.
The Budget-Finance Committee ??? Article 10.

ARTICLE 11: To see if the Town will vote to authorize the Board of Selectmen to dispose of Town owned personal property with value not to exceed \$35,000.

The Selectmen ??? Article 11.
The Budget-Finance Committee ??? Article 11.

ARTICLE 12: To see if the Town will vote to authorize the Selectmen to borrow from or appropriate from undesignated fund balance (surplus) as they deem advisable to meet the unanticipated needs of the community that occur during the fiscal year with amount not to exceed \$75,000.

The Selectmen ??? Article 12.

The Budget-Finance Committee ??? Article 12.

ARTICLE 13: To see if the Town will authorize the Selectmen, for the fiscal year 2017 - 2018, to transfer funds between appropriation accounts as long as the grand total of all appropriations is not exceeded. Any such transfers to be approved only at a properly called public meeting of the Selectmen.

The Selectmen ??? Article 13.

The Budget-Finance Committee ??? Article 13.

ARTICLE 14: To see if the Town will vote to authorize the use of Town employees and/or Town owned equipment or independent contractor(s) hired by the Town for maintenance on private roads in special and certain circumstances where in the public's interest.

Note of explanation – Three examples of when the use of Town employees and equipment may be necessary:

- A. Tying in work done on a public road that intersects a private road;
- B. Plowing snow on a private road to clear the way for emergency response apparatus; and
- C. In rare or emergency situations, maintaining private roads for school bus access to special education students as deemed necessary.

The Selectmen ??? Article 14.

The Budget-Finance Committee ??? Article 14.

ARTICLE 15: To see if the Town will vote to authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. §506, with no interest.

The Selectmen ??? Article 15.

The Budget-Finance Committee ??? Article 15.

ARTICLE 16: To see if the Town will vote to appropriate \$216,302 from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2016 - 2017 projects proposed in the Tax Increment Financing District Development Program.

The Selectmen ??? Article 16.

The Budget-Finance Committee ??? Article 16.

ARTICLE 17: To see if the Town will vote to raise and appropriate \$488,998 for the Administration account.

The Selectmen ??? Article 17.

The Budget-Finance Committee ??? Article 17.

ARTICLE 18: To see if the Town will vote to raise and appropriate \$57,709 for the Assessing account.

The Selectmen ??? Article 18.

The Budget-Finance Committee ??? Article 18.

ARTICLE 19: To see if the Town will vote to raise and appropriate \$108,372 for the Code Enforcement Department account.

The Selectmen ??? Article 19.

The Budget-Finance Committee ??? Article 19.

ARTICLE 20: To see if the Town will vote to raise and appropriate \$23,615 for the Town Hall account.

The Selectmen ??? Article 20.

The Budget-Finance Committee ??? Article 20.

ARTICLE 21: To see if the Town will vote to raise and appropriate \$521,760 for the Insurance and Employee Benefits accounts.

The Selectmen ??? Article 21.

The Budget-Finance Committee ??? Article 21.

ARTICLE 22: To see if the Town will vote to raise and appropriate \$6,000 for the General Assistance account.

The Selectmen ??? Article 22.
The Budget-Finance Committee ??? Article 22.

ARTICLE 23: To see if the Town will vote to raise and appropriate \$184,271 for the Technology Department account.

The Selectmen ??? Article 23.
The Budget-Finance Committee ??? Article 23.

ARTICLE 24: To see if the Town will vote to raise and appropriate \$48,472 for the Community Development account.

The Selectmen ??? Article 24.
The Budget-Finance Committee ??? Article 24.

ARTICLE 25: To see if the Town will vote to raise and appropriate \$752,585 for the Fire/Rescue Department account.

The Selectmen ??? Article 25.
The Budget-Finance Committee ??? Article 25.

ARTICLE 26: To see if the Town will vote to raise and appropriate \$19,322 for the Animal Control account.

The Selectmen ??? Article 26.
The Budget-Finance Committee ??? Article 26.

ARTICLE 27: To see if the Town will vote to raise and appropriate \$684,112 for the Public Works account.

The Selectmen ??? Article 27.
The Budget-Finance Committee ??? Article 27.

ARTICLE 28: To see if the Town will vote to raise and appropriate \$323,762 for the Solid Waste account.

The Selectmen ??? Article 28.
The Budget-Finance Committee ??? Article 28.

ARTICLE 29: To see if the Town will vote to raise and appropriate **\$65,500** for the Employee Compensation and Training account.

The Selectmen ??? Article 29.

The Budget-Finance Committee ??? Article 29.

ARTICLE 30: To see if the Town will vote to raise and appropriate **\$39,393** for the Cemeteries account.

The Selectmen ??? Article 30.

The Budget-Finance Committee ??? Article 30.

ARTICLE 31: To see if the Town will vote to appropriate all of the money received from the State for snowmobile registrations to the Raymond Rattlers Snowmobile Club for the maintenance of their network of snowmobile trails, on condition that those trails be open in snow season to the public for outdoor recreation purposes at no charge, and to authorize the municipal officers to enter into an agreement with the Club, under such terms and conditions as the municipal officers may deem advisable, for that purpose.

The Selectmen ??? Article 31.

The Budget-Finance Committee ??? Article 31.

ARTICLE 32: To see if the Town will vote to raise and appropriate **\$16,921** for the Parks & Recreation account.

The Selectmen ??? Article 32.

The Budget-Finance Committee ??? Article 32.

ARTICLE 33: To see if the Town will vote to raise and appropriate **\$60,500** for the Raymond Village Library.

The Selectmen ??? Article 33.

The Budget-Finance Committee ??? Article 33.

ARTICLE 34: To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) accounts.

The Selectmen ??? Article 34.

The Budget-Finance Committee ??? Article 34.

ARTICLE 35: To see if the Town will vote to raise and appropriate \$617,000 for the Capital Improvement Program.

Included are:

Public Works Equipment Reserve	\$ 90,000
Public Works Paving/Road Reserve	\$ 300,000
Municipal Facilities Improvements	\$ 35,000
Fire Department Equipment/Facilities	\$ 110,000
Technology Reserve	\$ 20,000
Sign	\$ 62,000

The Selectmen ??? Article 35.

The Budget-Finance Committee ??? Article 35.

ARTICLE 36: To see if the Town will vote to raise and appropriate \$441,881 for Debt Services.

Included are:

2013 Public Works Road Construction Bond Payment	\$ 232,000
2002 PSB Bond Payment	\$ 106,681
Fire Truck/Sand-Salt Shed Bond Payment	\$ 103,200

The Selectmen ??? Article 36.

The Budget-Finance Committee ??? Article 36.

ARTICLE 37: To see if the Town will vote to raise and appropriate \$727,076 for the County Tax account.

The Selectmen recommend Article 37.

The Budget-Finance Committee recommends Article 37.

ARTICLE 38: To see if the Town will vote to appropriate the total sum of \$1,697,284 from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds, which may be available from the federal government, and any other sources.

The Selectmen ??? Article 38.

The Budget-Finance Committee ??? Article 38.

ARTICLE 39: To see if the Town will vote to authorize the Selectmen to accept or reject grants, donations and/or gifts of money to the Town of Raymond and to expend monies donated for specific purposes.

The Selectmen ??? Article 39.

The Budget-Finance Committee ??? Article 39.

ARTICLE 40: To see if the Town will vote to authorize the Selectmen to borrow from or appropriate from undesignated fund balance (surplus) as they deem advisable for matching grant monies for a federal-aid project with the State of Maine Department of Transportation (MaineDOT) to develop a new sidewalk and make roadway drainage improvements on Main Street.

Project description: beginning at US Route 302 and extending 0.60 of a mile to Meadow Road; to be included in MaineDOT's Work Plan for calendar years 2017-2019; and shall be a Locally Administered Project, subject to oversight by MaineDOT.

The anticipated total cost of the project is \$405,000 with a 20% local match, making the Town of Raymond's anticipated share \$81,000. There is \$33,000 in previously approved project reserve funds, leaving an anticipated \$48,000 for the remainder of the match.

The Selectmen ??? Article 40.

The Budget-Finance Committee ??? Article 40.

ARTICLE 41: To see if the Town will vote to accept certain State Funds as provided by the Maine State Legislature during the fiscal year beginning July 1, 2017 and any other funds provided by any other entity included but not limited to:

- Municipal Revenue Sharing
- Local Road Assistance
- Emergency Management Assistance
- Snowmobile Registration Money
- Homestead Exemption
- Tree Growth Reimbursement
- General Assistance Reimbursement
- Veteran's Exemption Reimbursement
- Business Equipment Tax Exemption (BETE) Reimbursement
- State Grant or Other Funds

The Selectmen ??? Article 41.

The Budget-Finance Committee ??? Article 41.

ARTICLE 42: To elect two (2) Selectmen, for three-year terms; three (3) members for the Budget-Finance Committee, for three-year terms; and one (1) member for the RSU School Board of Directors, for a three-year term.

ARTICLE 43: Non-binding, Informational Only Question: Would the Town like to explore constructing a new Town Office building?

Given under our hands this 11th day of April AD 2017.

Joseph Bruno, Chairman

Teresa Sadak, Vice Chair

Rolf Olsen, Parliamentarian

Samuel Gifford

Lawrence Taylor III

I attest that this is a true copy.

Susan L Look
Town Clerk