



Town of Raymond Board of Selectmen ePacket June 20, 2017 Table of Contents

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Agenda



BOARD OF SELECTMEN Agenda

June 20, 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) **Election of Chair, Vice Chair, and Parliamentarian** – Board of Selectmen
- 3) **Minutes of previous meetings**
 - a) May 9, 2017 Selectmen Meeting Minutes – Regular Meeting
 - b) May 18, 2017 Special Selectmen Meeting Minutes – Insurance RFP
- 4) **New Business**
 - a) Consideration of Issuing a Peddler's License – Chris Hanson, Code Enforcement Officer
Jose Chavez Mendoza has requested a Peddler's License to open a temporary food trailer for A La Mexicana while the restaurant is being rebuilt.
 - b) Resignation of Robert O'Neill from Planning Board – Don Willard, Town Manager
 - c) Consideration of Appointing Danielle Stumper to the Planning Board
 - d) Consideration of Appointing Patricia Beaton to the Zoning Board of Appeals
 - e) Tax Acquired Properties, Quit Claim Deeds – Sue Carr, Tax Collector
 - f) Authorization of Town Manager to Sign Agreement for Locally Administered Federal Aid Main Street Sidewalk Project with MDOT – Don Willard, Town Manager
 - g) Consideration of FY 2017-18 Fee Schedule – Sue Look, Town Clerk
 - h) Consideration of FY 2017-18 Committee Appointments – Sue Look, Town Clerk
 - i) Consideration of FY 2017-18 Staff Appointments – Sue Look, Town Clerk
- 5) **Public Comment**
- 6) **Selectman Comment**

Selectman's Meeting Agenda (Page 1 of 2) June 20, 2017

7) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- September 12, 2017

b) Reminder of Upcoming Holiday Schedule

- Tuesday, July 4, 2017 – in observance of Independence Day
- Monday, September 4, 2017 – in observance of Labor Day

8) Treasurer's Warrant

9) Executive Session

- a) Town Manager's Annual Performance Review (Pursuant to MRSA 1 §405 (6)(A))

10) Adjournment

Previous Meeting(s) Minutes



BOARD OF SELECTMEN Minutes

May 9, 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, Samuel Gifford, and Rolf Olsen

Selectmen absent: Teresa Sadak, and Lawrence Taylor

Town Staff in attendance:

Don Willard – Town Manager
Nathan White – Public Works Director
Sue Look – Town Clerk

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

2) **Minutes of previous meeting**

Motion to approve the April 11, 2017, Minutes as presented by Selectman Gifford.
Seconded by Selectman Olsen.

Unanimously approved.

3) **New Business**

a) **Appointment of Planning Board Member**

- Edward Kranich

Mr Kranich – I apologize for last month, I didn't realize we needed to meet. I worked in a Planning Office, in Civil Construction (highways, bridges, railroads, transmission for power lines, etc). I will retire soon and would like to give back to my community. I have lived in Raymond 2 years. I have read the plan of development for the town. I like the open space and forest areas. Seems like a nice community.

Selectman Gifford – Have you read the Shoreland Zoning?

Mr Kranich – Yes. I have lived in CT and have seen what happened to the lakes there with discharge, runoff and overcrowding and I think the development should be held back a bit to keep nice clean lakes.

Motion to appoint Mr Kranich to the Planning Board for a term ending June 30,

** Taken out of order*

Selectman's Meeting Minutes (Page 1 of 14) May 9, 2017

2019 by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved.

b) Presentation of Main Street Sidewalk Project – Owens McCoullough, Sebago Technics

Mr McCoullough – We have been in front of the Selectmen and have had a couple of public meetings a year ago, or maybe a little more than a year ago. It is a section that runs from Route 121 to the Route 302 intersection of Main Street, about 2,300 feet or .4 miles. It is a State-owned right-of-way and there is a program (Local Project Administration (LPA)) where you can put in a request to the State to get the funds to do “safe routes” for sidewalks and pedestrians. The State originally approved this for about \$180,000 or something in that range. We did some preliminary planning and costing on it and talked with DOT. It became apparent that we were going to be way short of money to do the project. The project is closer to \$350,000-\$380,000. So, going back to the State we told them we would probably not go forward with it. The State has since come back and said that they would look to fund the whole project with a 20% match by the Town. The State sent a revised agreement for a Local Administered Federal Aid Project (LAP). The agreement puts forth an upper limit for design work at \$44,000. We go through what they call PS&E (plans, specifications and estimates), it goes through a preliminary design. The State takes those with an updated cost estimate and then funds the project. So timewise we would be looking to do the design work for the project over 2017 and hopefully the State would fund the project in 2018. These reflect the conversations I have had with Mike LaBerge at the State.

Chairman Bruno – So when you say 2018, you mean July of 2018 fiscal year?

Mr McCoullough – Correct. The way this works is, since this has federal money in it, when you are going to construction it is a little different than a normal Town construction project:

- We have to meet Davis Bacon Wage Rates (*NOTE: The 1931 Davis-Bacon Act requires the payment of prevailing wage rates to all labors and mechanics on Federal or Federally assisted construction contracts. Overall program responsibilities are administered by the U.S. Department of Labor. Project specific responsibilities are administered by the contracting agency. Davis-Bacon Act requirements are implemented in various Federal assistance programs through the "related act" provisions in each agency's implementing statutes.*).
- You have to have a very specific protocol around testing and documenting the project.
- There have to be wage rate interviews.
- It is more involved on the construction side it

All of this is built into the budgeting of the project. At this point it is my understanding that this will go to the Town for a vote at the Town Meeting. If it is approved, then the Town would sign the LAP agreement and go forward with the project.

I always bring this up, if the Town got halfway through the design or planning of the project and then said, “We have changed our mind, we don’t want to go forward with this.” you can walk away from it, but any money that the State put into it the Town

* Taken out of order

would have to pay back. That is just 1 thing to keep in mind.

We have already done the right-of-way survey on this section, that was done a year ago. We know where the right-of-way is. We had some discussion about which side of the road to put the sidewalk. At this point we are looking to put it on the easterly side of the road, the uphill side of it. From a drainage and construction standpoint it makes more sense to put it up on that side. A year and a half or maybe two years ago we had a public meeting where we showed options for both sides of the road. It was my opinion that the uphill side of the road made more sense. If it is on the downhill side of the road you have to build the sidewalk up with curb so the folks that are on the downhill side would have more visual and grading impact. If it is on the uphill side I have a chance to blend it in to the land contours.

Chairman Bruno – How far down does the sidewalk go? From 302 to where?

Mr McCoullough – It goes all the way down to the intersection of 121.

Chairman Bruno – Does it turn to the Library at all?

Mr McCoullough – No. Right now, the budgeting and the plan is to end it right there. I have had some discussion with Nathan. I am glad you brought this up Joe because when you get down to that intersection there are 2 businesses on the corner and their curb cut is wide open for parking. I have been through this a few times and DOT likes to tighten up those curb cuts as much as they can which would result in less parking for the businesses. It is better for pedestrians, but not for the businesses on the parking side. Nathan and I have talked about possibly going up between where Public Works is now and the businesses, there is a path that goes through there to the Library. It makes some sense to bring the sidewalk up that way and preserve the parking. I will eventually need to take the plan to DOT and fine tune the concept. There will be some back and forth with them.

Town Manager Willard – If something changed in the future to consolidate with the Library we could remove the sidewalk and take it to the corner if needed.

Mr McCoullough – Certainly. So that is the project. My guess is that it will be a 2018 project and will take about 3 months to build. There will be subsurface drainage that has to be installed with curbing. There is already subsurface drainage that is in pretty rough condition. We did the lower end of the road earlier, but we held off this section because of this opportunity.

Town Manager Willard – So along with the pedestrian element of it, we are going to have the improved drainage. A side piece is when you put in a sidewalk and curbing you have a traffic calming effect, it slows traffic and improves safety. The visual look will feel narrower for drivers and it will have the effect of slowing them.

Mr McCoullough – Don is right. We often see that if you build it wide, flat, and long people drive to the conditions they are comfortable with. When we see curb and sidewalk and a little narrowing it tends to act as natural traffic calming. It does not preclude someone who behaves badly. For the most part it does help with that. It would have vertical curb (they call it slip-form concrete curb) it is an extruded concrete curb that runs down and then a 5-foot wide bituminous sidewalk running the whole length of the road. Pretty standard in what you would see in a residential setting.

Chairman Bruno – A black asphalt sidewalk.

Public Works Director – On 302 there is granite curbing and this will be concrete curbing.

* Taken out of order

Mr McCoullough – Slip-form concrete curb is being used a lot more. It is a pretty durable product. It is quite a bit less costly than granite curb. Slip-form is about \$10 a foot and granite is approaching \$40 a foot. There is a big cost difference. On a road like this 2,300 feet times another \$30 a foot adds up very quick (\$69,000).

Selectman Olsen – So we will have to meet Davis-Bacon. We will also have to meet the Drug Free Workplace and if we do who is going to be in charge of the drug testing and enforcement?

Mr McCoullough – The contractor. You don't have to administer that. The contractor has to fill out forms for equal opportunity employment. They have to post some information. They have to have a safety plan in place. They have to have a drug plan in place. Our obligation is to make sure that they have signed and filled the paperwork out that says that they will comply with those requirements. The only physical check that we have to do is wage weight interviews. When we approach a worker, we ask for their job position, what their rate of pay is, and whether or not they get benefits. There is a whole protocol around that. And then they have to submit certified payrolls with all of their work. The DOT uses a software called Elations and it is all uploaded into a database which we check and DOT checks.

Chairman Bruno – This will go out to bid obviously.

Mr McCoullough – Yes, it has to.

Selectman Olsen – Will it be sequestered small business?

Mr McCoullough – No, it is open bid.

Selectman Olsen – Typically if you are under a half million in a Federal contract they try to impose that from time to time.

Mr McCoullough – I have not had that happen to me. We do get DBE and WBE goals in it. Maine's goals are fairly low because we just don't have many DBEs or WBEs.

DBE – Disadvantaged Business Enterprise – DBEs are for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations.

WBE – Women's Business Enterprise – A women-owned business is defined as being owned, capitalized, operated and controlled by a woman or group of women. The business must be a "for-profit" business which physically resides in the United States or one of its territories.

If I get 1% or 2% on a job I am lucky. It is just amazing. I was at a conference in Washington DC and some of the states like PA and NY and a few others have goals of 30%, but the demographics are there to support it. We just don't have it so we get a bit of a pass.

Selectman Olsen – If you are going on that side of the road you are essentially right over the water line.

Public Works Director White – The water line is in the road, right in the travel lane.

Mr McCoullough – So we will come to the edge of the existing travel lane and will saw cut it. In some areas, we may saw cut to the center of the road because of the way the drain lines will have to run to the catch basins. Generally, the sidewalk and the curbing will be a continuation of the current travel pavement over 5 feet.

Glen Gisel – 7 Main Street – Just a couple of concerns. I don't know if they have been addressed or not. Number 1 is the snow removal. How is snow going to be removed

* Taken out of order

without putting it on the resident's lawn? Particularly mine. With the stonewall there is nowhere to put it except in the road. That seems to be an issue. And the other issue is what about ATV traffic? Dirt bikes? You can't keep them off the sidewalk now. They go right up and down the middle of the road. Traffic does not know what Speed Limit is on Main Street now. The Sheriff is having a problem enough enforcing traffic now. How is this going to help slow down traffic?

Public Works Director White – I had not given snow removal much of a thought yet and at your place Glen we would probably have to have it hauled off.

Mr Gisel – There is another expense.

Mr McCoullough – ATV traffic, dirt bikes... that is an enforcement issue. We can try to sign it to keep them off it. They are not allowed within the public right-of-way so that is an enforcement issue. The sidewalks certainly will not add to speed, if anything the sidewalk will help reduce the speed because there will not be a shoulder and it will feel a little smaller. We typically see with curb and sidewalk that the traffic slows down a little bit. If people are still speeding through there...

Chairman Bruno – The speed limit is 25 mph through there. On the snow removal, is that going to be a part of the contract we have to clean the sidewalks? We are not going to expect people to clean the sidewalks?

Public Works Director White – No, that will be part of the contract.

Town Manager Willard – It is not something that has been thought through. It is different than on 302, but it is not something that is unique to the world. Towns and cities have sidewalks, it is a matter of coming up with a plan that will meet our needs.

Public Works Director White – Right now when he snow blows he is dumping it right beside the sidewalk, 2-3 feet to the side is typical. Or maybe blowing it into a truck (which is less typical). Cities do that.

Mr McCoullough – One thing about sidewalks is their objective is to get pedestrian traffic out of the travel lanes and onto the sidewalks. The vertical curb makes it safer for the pedestrians.

Kevin Simpson – 19 Main Street – Are the plans or drawings available to look at?

Mr McCoullough – All we have done to date is to do a right-of-way survey which I will make sure Don has a copy of and we did some very early-on sketch plans to get a general sense of what a sidewalk might look like that I will provide to Don. I do have a presentation, but could not connect to the projector.

Mr Simpson – I am curious because I have a fence that runs along there and I have a sewer line that runs under the road to my leech field across the street. I have a letter from the DOT stating that they don't care until the day they have to tear up the road and then I might care. 😊 I wasn't sure if that would come up in the planning or in the discovery or if that would be an issue. You talked about some additional drainage.

Mr McCoullough – The drainage I am referring to is replacing the catch basins and underground piping that is on that side of the road. If you have a drainage line down there it is better to let us know about it to be sure it is not missed. The goal is not to cut through your sewer line.

Public Works Director White – We have a couple of those throughout town and when we rebuild a town road, on 2 of them we have put conduit beside it as a fail-safe. A little different rules on a town road than a state.

* Taken out of order

Mr Simpson – Another thing, the 5 feet. If you are looking at the white line that is currently painted on that side of the road, is that roughly where the curb will begin?

Mr McCoullough – This road is not classified as an urban collector or an urban sub-collector. It is classified as a town road in a DOT right-of-way. It is a long story, but they have different classifications for roads. This is fortunate because we have some leeway on the width of the road. We will try to match the existing width of the road, so we will not have any less. We will try to maintain 12, 13, 14 feet of road width. We have not finalized anything yet, but it certainly would not be closer than the white line.

Mr Simpson – From the white line to my fence is “10 million tons” of sand and gravel from I don’t know how many winters. I am trying to figure out if my fence has to come out. I wanted to get a sense of where I would measure from.

Mr McCoullough – I just don’t know yet.

Mr Simpson – Thank you.

Kimberly Williams – 32 Main Street – I would like to ask, if this goes forward, could we be notified about public meetings? At the first public meeting Danielle had said we will keep you informed. I know she is not there now, but I have called the Town Office a few times to see how this was progressing and nobody has ever gotten back to me. And I wanted to say that somebody hit my house with their car, so just because there is a sidewalk does not necessarily mean you are going to be safe.

Town Manager Willard – If you call the Town Office and want to know about this, ask for me. I will get back to you immediately. I also want to tell you that this came about quite quickly, so I apologize. We did not anticipate this to go this way. We thought at a staff level the project was probably done because of the significant cost difference between what we thought it would cost and actual. It was a big surprise to get the additional significant grant funds from the Department of Transportation. That is a big part of the problem with this, is that it was uncertain for a long time and it is still uncertain because it requires a Town vote. So, I do apologize, we did not anticipate it was going to go this way 2 years ago.

Judy Gisel – 7 Main Street – I have a couple of concerns. I would like to invite you to come on Halloween and sit in my yard and watch what happens. The other part is, most of you know that Glen owns a business, and I sit out at the picnic table in the summer, and other than answering the phone for his business I took a survey of how many people walk, ride their bikes, 4-wheelers, dirt bikes, all of that and there are weeks that go by that there aren’t more than maybe 1 or 2 people that will walk on that road or use a bicycle. So, my concern is why do we have to have a sidewalk so my neighbors can ride their extra vehicles up and down the road, in and out of the cars? And we can’t seem to do anything about it. I know that isn’t your problem, but it is one of our problems. So that is what I have to say.

Chairman Bruno – When the 302 sidewalk was put in there was a lot of doubt that people would use it and now it is used all the time.

Mrs Gisel – From where?

Chairman Bruno – From Raymond Beach to the Town line.

Mrs Gisel – No, not from Raymond Beach.

Town Manager Willard – I used it this weekend and I saw people out there.

Bruce Peavey – 35 Main Street – I would be on the affected side, unfortunately. I have a couple of questions. The plowing, do you have to buy a piece of equipment to plow

* Taken out of order

that sidewalk?

Public Works Director White – We sub-contract that out. We don't even own a piece of equipment to do the 302 stuff, it is all sub-contracted out.

Mr Peavey – So what happens when they go across my lawn, which will be sidewalk, and get to my driveway? Is that snow going to be deposited...

Public Works Director White – They are very careful with all the stuff they do on 302 to make sure the driveway is clear. Under the contract, they have to do it within 24 hours. He does it the day after the storm when the driveways are clear and he cleans up after himself. I haven't had any trouble yet with either of the contractors and those sidewalks have been in 11 or 12 years now. We have had really good luck with both of the contractors we have had.

Mr Peavey – Maybe they would do my driveway if I talked to them. Portland Water, I am not hooked up to Portland Water. I just had a well put in and all of a sudden, they are laying pipe. I understood that there was an issue with that. If the sidewalk goes in then we can't hook up to Portland Water?

Chairman Bruno – Why would there be an issue?

Mr Peavey – I don't know. That is why I am asking.

Chairman Bruno – It might be the opportunity to hook up when they have that all torn up.

Town Manager Willard – The cost would be increased if you had to cut through a sidewalk and curbing, but it is not impossible. If you wanted to do it the time would be during construction.

Mr Peavey – I think we have stubs on the front lawns. Don't we?

Town Manager Willard – If you have a stub it should take it to the property line.

Mr McCoullough – If you have a stub there will be a shut-off valve at the property line.

Public Works Director White – You would have had to have paid for it if you have one. DOT has a moratorium on new asphalt/new paving, a 5-year moratorium when they will not allow you to cut and it becomes a permit fee after that. The sidewalk is something the municipality is going to own, not the State, so it will not be under their rule.

Mr McCoullough – Maybe this will help you, as this goes forward we notify the Portland Water District to get a copy of all the plans. We will review it. If you have interest at that point in time to go on public water, that would be the time to ask the Water District about doing it.

Mr Peavey – I think it would be nice if the Town let the affected land owners know when there is something happening. That would be appreciated. I just found out about this. Also, I have a telephone pole on my property, what is the deal with that?

Mr McCoullough – Again, when we get to the design of it, the power and telephone companies are notified and if it is required because of the location of the sidewalk, we would coordinate with them to relocate a pole.

Mr Peavey – Who pays for that relocation?

Mr McCoullough – If it is a municipal project and it is within the right-of-way, then the member utility pays for the relocation.

Mr Peavey – Another thing, I am retired and I get a lot of sit time, looking out the

* Taken out of order

window watching the cars go by and what people there are... and like Judy said, I don't see a lot of activity. And reference the speed limit, maybe we need more signs. I am very aware of fast cars going down through there, plus dirt bikes, plus snow machines in the winter. I am thinking that if we have a sidewalk, they'd be more comfortable buzzing down the sidewalk than in the street. They might figure it is legal on the sidewalk, or less illegal. I think it might encourage them to go down the sidewalk.

Chairman Bruno – It is illegal and it is an enforcement issue. If people are going to ride dirt bikes, 4 wheelers, and snowmobiles down Main Street, they are breaking the law.

Mr Peavey – They do it when we get a nice storm. It is a daring thing. Also, how wide is the street, how many rods?

Mr McCoullough – I think it is a 3-rod road. I'll have to look at the survey plan, I can't tell you that for sure.

Mr Peavey – I am going to get out my measuring stick. I have a granite mailbox post that with great difficulty I put in because I thought it would be kind of neat, the only one in the village. So where are the mailboxes going to go? They have to go on the street side of the sidewalk, right?

Mr McCoullough – Mailboxes if they are in the area of construction will be removed and get reset. We will have to coordinate with the Post Office on location. It is pretty normal during the process.

Mr Peavey – It is about an 8' long piece of granite.

Town Manager Willard – You may want to check that. The MDOT calls that a DFO – Deadly Fixed Object – something that will withstand a crash. For a mailbox post it is not a good thing from a liability standpoint. If they knew about that, they would require that you remove that.

Chairman Bruno – And you just stated it publicly. 😊

Mr Peavey – So isn't a tree.

Town Manager Willard – We can't cut every tree, but we can avoid putting in steel I-beams, granite, etc. in the right-of-way. I am not saying to take your post out, only that it is not recommended.

Mr Peavey – I wouldn't be able to take it out. Also, behind it on the lawn (been there since 1900) are 2 pieces of granite sunk into the lawn, I don't know how far. I put 1 in between to plant flowers in. What will happen to those? Will they go bye-bye?

Town Manager Willard – Not if they are on your property.

Mr Peavey – I think in a lot of cases; the road comes to you. This is an old house and I have pictures of it when it was a dirt road through the village. Obviously, the road has been improved and the road just grows, which is why I want to know how wide the road was.

Mr McCoullough – There are 2 things to consider: the width of the paved section of the road and the width of the public right-of-way that is owned by DOT. Those 2 widths are different. I will give Don a copy of the survey plan and you can look at it in his office.

Mr Peavey – Also, there is a hydrant there too, which is good for the insurance. When they put that in they took out my property stake. That is nothing to do with you, but

* Taken out of order

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now if I have a disagreement with my neighbor I would have to have it surveyed to prove where it should be. I think it's probably now the hydrant. I think that is it for now. Thank you.

Board of Selectmen – Thank you.

Richard Pierpont – 25 Main Street – A lot of my questions have been answered or addressed. We have lived in Town for 35 years or so. There isn't a lot of traffic going up and down Main Street. Maybe it is one of those things where if you build it they might come. I don't know what the Town is going to get out of this. If we don't go ahead with the sidewalk right now, do we owe the State any money back?

Chairman Bruno – Not yet.

Mr Pierpont – I'm neither here, nor there on the sidewalk, but I have a few questions. I have a dirt driveway. Will that be paved across my driveway or will the sidewalk end at one side of the driveway and begin again at the other?

Mr McCoullough – When we build the sidewalk and you have a gravel driveway, there will be a paved apron that will go all the way across your driveway.

Mr Pierpont – OK. Does the Town have any figures of what it will cost to plow this thing every year?

Public Works Director White – I do not. We would take the footage that he is doing right now and calculate how much this additional will cost. We pay about \$2,500 per year to snow-blow the 302 stuff. This should not add more than \$400 or \$500 to that.

Mr Pierpont – My main concern is not with the sidewalk, but with the Portland Water District. We are not hooked up to the water. Is there a 5-year moratorium for going across that sidewalk?

Public Works Director White – No. What I said was DOT owns that section of Main Street and by their rule if they were to pave the road they would put a 5-year moratorium on the road. The Town of Raymond is going to own the sidewalk. That doesn't fall into their DOT rules. We don't have any kind of a moratorium on our paving or our sidewalks yet and I don't see it coming. I would like to make sure that anyone who had plans to hook up that we do it when we go by before we put the sidewalks in. But if somebody's well fails and they need to put one in we will have to cut it and put it in.

Mr McCoullough – I am making a note to ask DOT if this project would fall under their moratorium or not. The way these funds work is you build it to a standard, the Town owns it, and is responsible for it. DOT will not take over maintenance for it. They give you money for a project, you are now responsible for it. So, I will just double check.

Mr Pierpont – Don, were you able to check with the Portland Water District to see if there was a fee coming back to the Town? When they originally put the line in I thought there was a fee, I don't know the figure. I know it was like a \$3,000 fee to the Town to hook up to the water, then I pay Portland Water District and they'll cut in and bring it up to my house. After 10 years that fee will go away.

Town Manager Willard – We tried to research this and this is going back 15 years. I think before we turned it over to the District I think you were correct and there was a fee to the Town, but now it is all District administered and we turned all the infrastructure over.

Mr Pierpont – Thank you very much.

* Taken out of order

Board of Selectmen – Thank you.

Mr Peavey – You must have the layout of the water up through the Town?

Town Manager Willard – It is a District asset now and it is nothing we are ever going to be involved in. If we don't have an "as built" kicking around the Town Office, we certainly can get one. We are not going to be excavating the water line.

Mr Peavey – I understand. I just would like to know if I do have a stub.

Town Manager Willard – That is a Portland Water District question.

Chairman Bruno – You can call the Water District.

Town Manager Willard – If you did not pay, then you probably do not have a stub.

Mr Peavey – My final question (possibly) on that road width, I should have that when we are done?

Town Manager Willard – Owens said he would give me the survey and I should have that when Owens?

Mr McCoullough – I will put one in the mail and email you a copy, so a couple of days.

Mr Peavey – Could you call me at 655-4079.

Mrs Gisel – I would just like to thank the people that I called about the meeting tonight. I called 4 and they were all here, so thank you for coming guys.

Chairman Bruno – Thanks for letting us know about your concerns. I think we can address most of them.

Town Manager Willard – This may just be anecdotal, I said it at the public meeting. I feel strongly about the idea of pedestrian access and worked really hard to do the 302 Project when I first got here. It wasn't my project, I inherited it. You are never going to see a sidewalk that is overrun with walkers, but over time people will use it and it promotes a sense of community, a sense of more of a village setting. This part you may not believe, but I have had a lot of experience with this and in the long run people say that it has improved the quality of life, the quality of place, that it is an improvement to the property. It is an improvement that we are not going to tax you on, so young families, older people, like to walk and have the safety. The principle users are the people who about them. We will work very diligently to do everything in the best possible way and to come up with a quality product. I think it will be a good thing and something you would enjoy.

Citizen not at a microphone – The problem is you can not walk to the other end of the village. After 121 you will be in the street or on someone's lawn.

Town Manager Willard – You can walk to 302. This weekend people were using it, walking to Tassel Top, the shopping plaza, etc. I am not saying we counted hundreds of people, but I saw more than a few walking. I think it will be something that people who live in the village can enjoy.

Selectman Gifford – Does everyone get the Town Website? You will be notified of future meetings on that. I am very embarrassed that we have not...

Chairman Bruno – The next thing is that it goes to Town Meeting.

Public Works Director White – I would like to add that we sincerely thought that this project was pretty much done. It was underfunded, it was done. Then 3 or 4 weeks ago we got notification that they were going to fund the whole thing (other than the 20% Town match). I think we owe it to the tax payers to bring it before them and see

* Taken out of order

if they want to do it. We are never going to have this opportunity again. It is a \$400,000 project that we would probably never fund locally. So, I thought we owed it to everybody to see what we could come up with. That is why we are in a time crunch to get it to Town Meeting.

Town Manager Willard – I had asked that we send a notice and, apparently, we did not send a notice. I think we should send a notice to everybody on that strip for Town Meeting. So, we will do that. I apologize. We want the input, we want the people to know. What we did do is advertise it the way we normally do on our website, Facebook, public access TV. We did not send a personal invitation. I wanted that to happen. Tonight, I will see that that happens for Town Meeting. My apologies.

Selectman Gifford – I let Mr & Mrs Gisel know.

Chairman Bruno – Thank you all for coming out tonight. I hope we answered some of your questions.

c) Tax Abatement Requests – Curt Lebel, Contract Assessor

Motion to approve abatement of \$2,231.24 in tax value for Map 67 Lot 29 owned by Pine Point Realty Trust by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved.

Motion to approve abatement of \$1,901.25 in tax value for Map 63 Lot 8 owned by Bruce Male by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved.

Motion to approve abatement of \$70.80 in tax value for Map 52 Lot 6 owned by Linda Eldridge by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved.

d) Quit Claim Deed Requests – Sue Carr, Tax Collector

Motion to approve Quit Claim Deed for Map 30 Lot 20 owned by David G Glicos by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved.

e) * GPCOG Joint Bid/Membership Discussion – Nathan White, Public Works Director

Public Works Director White – Doing a little research on GPCOG (Greater Portland Council of Governments), it has been a little “hit or miss” in what we use for GPCOG. Our primary product was road salt. I had trouble finding a salt company that would guarantee me delivery, guarantee the testing of the project that we needed. I was only dealing with the 2 that we’ve been dealing with through GPCOG. I found a company in Searsport that does the DOT salt, all DOT specs. They are more than happy to take us on. They would not give me any pricing until GPCOG was out. Outside of

* Taken out of order

that, road signs, road striping, cutting edges – all those other companies that we use – are more than happy to deal with us outside of GPCOG at the same pricing level, if not better. I have done better over the years on my plastic culvert pricing going outside of GPCOG. Not a lot of money, but when you are buying \$10,000 worth of culvert pipe \$.10 per foot is a lot of money. We have bought them from Paris Farmer's Union for the past 10 years, and they have a new store in Raymond. I don't personally care which way it goes.

Town Manager Willard – As long as we are on GPCOG, I should tell you that we got a proposal that is not a formal thing yet (but I think it is going to be) where they want over a couple of year period to double the dues. I have spoken to Joe about it. We are concerned about it as a Town. Some of our neighboring towns are concerned about it. I think before they double the dues, they should come up with a new work plan that adds value to the Lakes Region, adds value to our Town. We have had visioning meetings to say what it is we are interested in and one of the big things is economic development support. We are interested in broadband. We are interested in support that would enable us not to have to add staff for some of these specialized items. So, I think they are working on that, but to come up with a plan to double the dues, even over a 2-year period before they have something that gives us real value, we are not supportive. It looks like they are trying to find a way to grow the revenue stream and offer new services, but I think a better way to do it would be to offer some new services to inspire us to contribute more.

Selectman Gifford – Double dues would be around \$10,000?

Town Manager Willard – About \$9,000.

Chairman Bruno – I have never seen the value in GPCOG. I think it another government organization that does nothing to pay their executive director a lot. If we are able to get all the same services for better pricing, I don't understand why you would pay almost \$9,500 to be a member.

Public Works Director White – The only wildcard I have was the salt. Trucking is going to be more expensive from Searsport. Even if it is a \$1 more a ton you are only talking \$1,000 more per year. I just don't see it.

f) Network Administrator Contract – Don Willard, Town Manager

Town Manager Willard – As you instructed during the budget process, we have gone to a straight contract with our Network Administrator at the amount outlined in the budget (\$80,000) for network administration, television broadcast, operations. The contract is in a form that was submitted by the Town Attorney. It has been reviewed by the Town and the Contractor, and it is awaiting your approval and will be executed.

Chairman Bruno – This is a 3-year contract at \$80,000 a year?

Town Manager Willard – Correct.

Chairman Bruno – He will be a 1099?

Town Manager Willard – Yes.

Chairman Bruno – He is no longer an employee of the Town.

Motion to approve the Network Administrator Contract by Selectman Gifford. Seconded by Selectman Olsen.

* Taken out of order

Unanimously approved.

g) Approval of Warrant for RSU #14 Budget Validation Vote – Sue Look, Town Clerk

Annual vote on the RSU #14 Budget to be held on June 13, 2017, in conjunction with the Municipal Election portion of Town Meeting and the State Election. The budget will be finalized at the vote on May 24th.

Town Clerk Look – On May 24th the budget will be voted on at an open meeting and then the ballot approval is on June 13th.

Motion to approve the Warrant for the RSU #14 Ballot Question for the June 13, 2017 Election by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved.

4) Public Comment

Rep Jessica Fay – Succession bills have been sent forward as ought not to pass. There is now a \$.05 deposit on the “nips”. My 1st bill (LD357 – Overboard Discharge) passed and was signed by the Governor. Age friendly community – there is a group of citizens talking about what this might look like. We will have another meeting on May 19th at 3pm at the Public Safety building. All are welcome. My email is Jessica.fay@legislature.gov (check).

5) Selectman Comment

none

6) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- May 18, 2017 – Special Selectmen's Meeting to consider Insurance Bids
- June 20, 2017 – Regular Selectmen's Meeting, later in month due to Town Meeting & Election Day

b) Reminder of Upcoming Budget & Elections Schedules

- May 24th – RSU #14 Budget Validation Vote – 6:30pm at Windham High School
- June 6th – Town Meeting at 6pm at the Jordan Small Middle School gymnasium
- June 13th – Town Election and State Referendum Election from 7am to 8pm at the Jordan Small Middle School gymnasium

c) Reminder of Upcoming Holiday Schedule

- Monday, May 29, 2017 – Memorial Day

** Taken out of order*

Selectman's Meeting Minutes (Page 13 of 14) May 9, 2017

7) Treasurer's Warrant

Motion to approve the Treasurer's Warrant for a total of \$224,405.31 by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved.

8) Executive Session

- a) Town Manager's Annual Performance Review (Pursuant to MRSA 1 §405 (6)(A))

Moved to the June regular meeting.

- b) Consideration and Award of Scholarship Applications (Pursuant to MRSA 1 §405 (6)(F))

Motion to enter executive session pursuant to MRSA 1 §405 (6)(F) at 7:38pm by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved.

Motion to leave executive session at 7:45pm by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved.

Motion to award \$1,000 to each of the 4 qualified applicants by Selectman Olsen. Seconded by Selectman Gifford.

Unanimously approved.

9) Adjournment

Motion to adjourn at 7:46pm by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved.

Respectfully submitted,

*Susan L Look
Town Clerk*

* Taken out of order



**BOARD OF SELECTMEN
Minutes**

May 18, 2017

6:00pm – Special 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, Samuel Gifford, and Rolf Olsen

Selectmen absent: Teresa Sadak, and Lawrence Taylor

Town Staff in attendance:

Don Willard – Town Manager
Cathy Ricker – Finance Director
Sue Look – Town Clerk

1) **Called to order** at 6:00pm by Chairman Bruno.

2) **New Business**

a) Consideration of Bids for Property and Casualty Insurance

Company Name	Address	Present at Opening	Proposal without MEMIC
Maine Municipal Association	60 Community Dr Augusta ME 04332	No	\$54,257
Cross Insurance Co	745 Roosevelt Trl PO Box 1383 Windham ME 04062	No	\$50,362
Kyes Insurance	171 Maine St PO Box 311 Farmington ME 04938	John D Bogar, CEO	\$37,521

Finance Director Ricker – We had 3 complete bids that were submitted for consideration (see above). We analyzed the bids and based on coverage Cross and Kyes were pretty identical. Kyes had a few lower deductibles. Kyes clearly won on cost. We are ignoring Workmen's Comp and are taking it out of the equation right now.

Chairman Bruno – Does the MMA bid include the membership fee?

Finance Director Ricker – No.

Chairman Bruno – So if we award to Kyes, we would sign over the agent of record for Workmen’s Comp to Kyes?

Finance Director Ricker – That would be my indication. You could leave it with them, but I don’t see the point.

Chairman Bruno – You want to deal with 1 agent. If I remember Workman’s Comp was about \$24,500...

Finance Director Ricker – I had it down at \$25,400 actually. We will have an audit for Workman’s Comp and for Auto, so I think we should leave it in there.

Chairman Bruno – Let’s say we leave it in there at \$26,000. Kyes came it at \$37,521 for a total of \$63,521.

Finance Director Ricker – That is a decrease of \$18,483. We may owe about \$2,000 on the Auto Audit from this year, we will owe that next year. I would recommend that we decrease it \$16,483 to account for the Auto Audit.

Chairman Bruno – I am just thinking about how much we can lower some of the articles for Town Meeting.

Selectman Olsen – Instead of carrying it over that way, I would take the \$2,000 out of Undesignated so we go into the next year clean, not owing from this year.

Town Manager Willard – I don’t want to complicate things, but I am going to suggest that we come up with a list for Town Meeting where the Select Board can make a motion to reduce the budget amount based on no MMA membership and awarding the bid to Kyes.

Finance Director Ricker – I should also get the Health Insurance quote any day.

Selectman Olsen – You won’t get that until closer to January.

Finance Director Ricker – No, we are going to do a stub period from July to December. I also looked at the carryover for next year and it is probably going to be about \$56,000 as opposed to \$20,000 (which is what we put in the budget).

Motion to accept the bid presented by Kyes by Selectman Olsen. Seconded by Selectman Gifford.

Chairman Bruno – Thank you Cathy for all the work you did, it is a substantial savings. Also, thank you Kyes for your bid.

Flint Christy – President of Kyes Insurance

Selectman Olsen – My question looks at stability. What we saw in this process is that we were paying a figure that is 40% higher. How do you approach getting better pricing?

Mr Christy – We typically look at your loss history in January to begin with since this is your most telling portion of your policy that will change premium. The rates don’t tend to fluctuate much from year to year. For this quote I can tell you that the Auto piece from the other carriers was very high with the other markets. That is because they have to deal with the auto industry in general, auto losses are through the roof right now. Because Trident is doing specifically government entities, they understand that they don’t have the same exposures that a traveler would have or one of those companies who insure all commercial vehicles. So their rates are much more competitive. We typically see (with minimal loss activity) a 2-3% change from year to

year and some of that is built into the inflation on the property that is done each year. Accounts that aren't doing we are 4-5% and difficult accounts are 6-10%. Out of our 46 towns this year we only had 4 that took a 6-10% rate increase, none that took higher than 10%. The majority were around 3%. As long as I have been there that has been the standard.

Unanimously approved.

Town Manager Willard – Another discussion that we had is that we should probably set a policy on the frequency of going out to bid. The form of the RFP used in this process worked well. We are thinking every couple of years unless you want to do something more frequent than that.

Selectman Olsen – I certainly wouldn't want to do it every year. You try to create a relationship with people and if you are on tender-hooks each year, but clearly between 2 and 3 years is a good think because things change out there. It keeps us on our toes, it keeps you on your toes.

Mr Christy – If you would like my opinion on that, what I see typically is 5, but some towns will do 3. Farmington does 3 automatically. The more standard is 5 because it is a tremendous amount of work.

Chairman Bruno – You have the format in place now. It is a matter of plugging in numbers. I like the 3 year.

Selectman Gifford – I like the 3 year, but I think we should review it as the 3rd year approaches, rather than just say automatically we are going to do it.

Town Manager Willard – So we will go out to bid again in 3 years.

3) Adjournment

Motion to adjourn at 6:14pm by Selectmen Olsen. Seconded by Selectmen Gifford.

Unanimous approved.

Respectfully submitted,

Susan L Look, Town Clerk

Peddler's License - A La Mexicana



Peddler's Licence

\$250 – Residents \$500 – Non-Residents

Town of Raymond
401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742

Applicant Name: Jose Chavez Mendoza

Description: weight 150 eye color Brown hair color Black

Residence Address: 62 Pipeline Rd
Windham ME 04062

Phone: 540-354-7990 Email: chavez-j8029@yahoo.com

Business Name: A La Mexicana

Business Address: 1227 Roosevelt Trail
Raymond ME 04071

Nature of Business and Goods to be Sold: food and non-alcoholic beverages

Name & Address of Employer (if employed by another – please include proof of employment):
owner A La Mexicana

member Jalisco LLC DBA A La Mexicana

Description of the Location from which Goods will be Sold: Map 55 Lot 33 - in front
of present restaurant location at 1227 Roosevelt Trail

Description of Vehicle or Stand: Mobile Trailer with seating area, picnic
tables, tent. Approximate space of buildings 10' x 12' x 80'

Names of at least 2 reliable property owners who will certify as to the applicant's good character and business responsibility:

Name: Robert V Mason Address: PO Box 829

Phone Number: 207-232-5485 S Casco ME 04077

Name: Laurie Lee Mason Address: PO Box 829

Phone Number: 207-233-9268 S Casco ME 04077

I have not been convicted of any crime, misdemeanor, or violation of any municipal ordinance.
 I have been convicted of crime, misdemeanor, or violation of any municipal ordinance. Below list the nature of the offense(s) and the punishment or penalty assessed therefor:

Documents to include with application:

- Copy of Lease Agreement OR Document Providing Landowner Authorization
- Copy of Comprehensive Public Liability Certificate of Insurance
- Photograph of Applicant
- Copy of All Current and Relevant Business Licenses (State and Municipal)
- Sketch, drawn to scale, and, if available, a photograph of the art to be used in the operation of the business labeling all aspects including, but not limited to:

- Materials
- Measurements
- Appurtenances
- Signs
- Awnings
- Umbrellas
- Fuel
- Refrigeration
- Off-cart Items
- Water Supply

Signature of Applicant: JOSE MAMEL CHAVEZ
Date: 6-8-2017

FOR TOWN USE ONLY

Date Received by Town Clerk: 6-8-2017

CEO Final Written Recommendation: State Food Service lic. required and Location of Service Trailer to be approved by CEO. Chit. I M

Board of Selectmen Approval Date: _____

Board of Selectmen Conditions for Operation: _____

Joseph Bruno

Samuel Gifford

Teresa Sadak

Lonnie Taylor

Rolf Olsen

Revised 6/2017

1227 ROOSEVELT, LLC

PO BOX 829

SOUTH CASCO, ME 04077

207-233-9268

June 8, 2017

Town of Raymond, ME

401 Webbs Mills Rd.

Raymond, ME 04071

RE: PEDDLERS LICENSE FOR A LA MEXICANA

TO WHOM IT MAY CONCERN:

1227 Roosevelt, LLC gives permission to Jalisco, LLC dba A La Mexicana, for the intended use of setting up and using an area in front of the existing restaurant building, with attached outdoor patio, to set up a temporary food trailer/truck and picnic tables. Jalisco, LLC. will provide all the proper insurance and licenses to operate as such.

Sincerely,

1227 Roosevelt, LLC

A handwritten signature in black ink, appearing to read "Laurie Lee Mason", written over the printed name below.

Laurie Lee Mason

Member



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/23/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Foy Insurance - Scarborough 152 US Rte 1 Unit #11 Scarborough ME 04074 INSURED JALISCO LLC DBA A LA MEXICANA 1227 ROOSEVELT TRL RAYMOND ME 04071-6607	CONTACT NAME: Mike Boisvert PHONE (A/C, No, Ext): (207) 289-3855 FAX (A/C, No): (207) 283-8888 E-MAIL ADDRESS: mike.boisvert@foyinsurance.com <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: Maine Mutual-MMG Insurance Co.</td> <td>15997</td> </tr> <tr> <td>INSURER B: Great Falls Insurance Co</td> <td>14003</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Maine Mutual-MMG Insurance Co.	15997	INSURER B: Great Falls Insurance Co	14003	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES **CERTIFICATE NUMBER:** CL16122363366 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	BP12180145	12/15/2016	12/15/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 ASBBX \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	12/15/2016	12/15/2017	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Any Person or Organization including Certificate Holder is additional insured if written signed contract, agreement, or permit to such exists prior to loss subject to form indicated above in General Liability section.

CERTIFICATE HOLDER llbmason@att.net 1227 Roosevelt Trail LLC PO Box 829 South Casco, ME 04077	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Foy, Michael Mike Boisvert
--	--

MAINE

DRIVER'S LICENSE

USA
ME

John E. Dunlap, Secretary of State



1 CHAVEZ-MENDOZA
2 JOSE M
8 62 PIPELINE ROAD
WINDHAM, ME 04062

4d **9262333**

4a ISSUED	4b EXPIRES	3 DOB
01/27/2017	01/03/2018	09/29/1980
15 GENDER	16 HEIGHT	17 WEIGHT
M	5' 06"	165
		18 EYES
		BR
		19 HAIR
		BK

Jose M. Chavez CLASS C
12 REST B

9a ENDS



A



STATE OF MAINE MAINE REVENUE SERVICES RESALE CERTIFICATE



THIS CERTIFICATE IS VALID
OCTOBER 01 2016 THRU DECEMBER 31 2019

<u>Business Name and Location Address</u>	<u>Certificate Number</u>	<u>Business Type</u>
JALISCO LLC D/B/A A LA MEXICANA 1227 ROOSEVELT TRL RAYMOND, ME 04071-6607	1181031	PREP FOOD

This is to certify that the above named business is authorized to purchase tangible personal property for resale during the period identified on this certificate. **This certificate cannot be reassigned or transferred and can only be used by the above business or its authorized employees. This certificate is void if the business has ceased operating or if the certificate has been altered.**

The above named business certifies that the following items will be resold as tangible personal property in the ordinary course of their business.

8/30 2023

Presented to: _____ Presented by: _____
(Insert name of seller on photocopy) (date) Authorized Signature (purchaser) (date)

DO NOT WRITE ON THIS ORIGINAL FORM

The document printed above is your new Resale Certificate. **Retain this copy as an original in your file.** This certificate is valid only for the period indicated.

Prior to the expiration of this certificate, Maine Revenue Services will automatically renew and reissue a new resale certificate for the next period if:

- your account is active and
- you have reported \$3,000 or more in gross sales during the previous 12 months

Make copies of this original, fill in the appropriate data and provide it to the vendors from whom you purchase goods for resale.

If you cease doing business, this certificate is void and must be returned to Maine Revenue Services.

Use of a resale certificate to purchase goods not intended for resale is a criminal offense.

If you have any questions regarding this document, please call (207) 624-9693.



THIS IS NOT A BOUNDARY SURVEY

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MORTGAGE INSPECTION OF: DEED BOOK 1878 PAGE 231 COUNTY Cumberland
 PLAN BOOK 191 PAGE 62 LOT 12

ADDRESS: 1227 Roosevelt Trail, Raymond, Maine

Job Number: 554-05

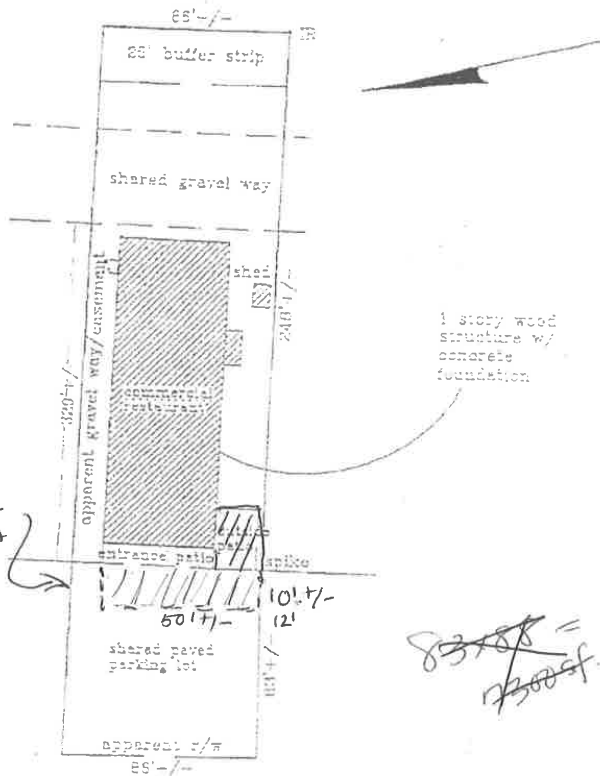
Buyers: EJR Properties Management, LLC

Inspection Date: 8-15-08

Scale: 1" = 6'

Sellers: 1227 Roosevelt Trail Associates, LLC

*Approx area for
Food Mobile Trailer +
picnic tables / possible
Temp awning / open tent*



*83788 =
7300sf*



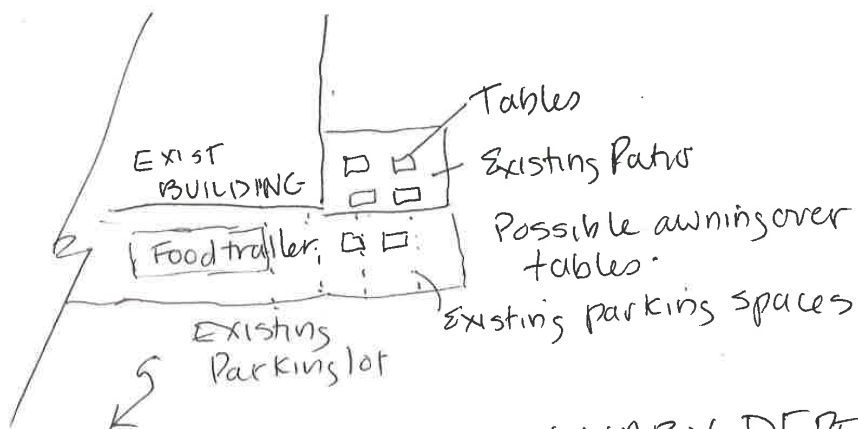
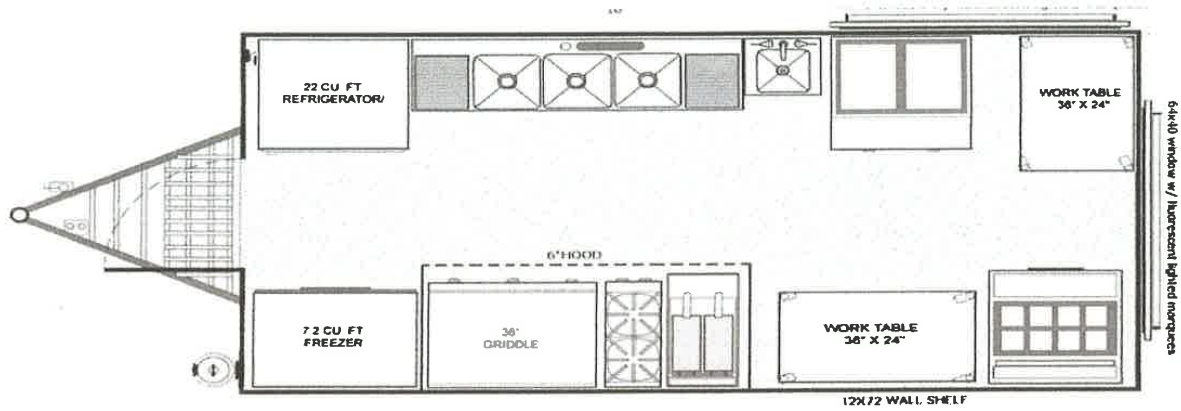
Roosevelt Trail/Rte. 302 to Windham

I HEREBY CERTIFY TO: Hopkinson, Abundance & Becker,
 the Lender and its title insurer.
 Monuments found did not conflict with the deed description.
 The dwelling setbacks do not violate town zoning requirements.
 As delineated on the Federal Emergency Management Agency Community
 Panel.
 The structure does not fall within the special flood hazard zone.
 The land does not fall within the special flood hazard zone.
 A wetlands study has not been performed.

APPARENT EASEMENTS AND RIGHTS OF
 WAY ARE SHOWN. OTHER ENCUMBRANCES,
 RECORDED OR NOT, MAY EXIST. THIS
 SKETCH WILL NOT REVEAL ANYTHING
 DEED CONFLICTS, IF ANY.

Livingston-Hughes
 Professional Land Surveyors
 83 Guinea Road
 Kennebunkport, Maine 04048
 207-857-3751 phone 207-857-4821 fax
 www.livingstonhughes.com

THIS SKETCH IS FOR MORTGAGE PURPOSES ONLY



DESIGN MAY VARY DEPENDING
ON BEST FIELD LAYOUT
Approx 80'W x 10'-12' L

Resignation of Robert O'Neill from Planning Board

From: theoneills@maine.rr.com [<mailto:theoneills@maine.rr.com>]
Sent: Monday, May 01, 2017 9:01 AM
To: joe.bruno@raymondmaine.org; Don.Willard@raymondmaine.org
Subject: Resignation - Planning Board

Dear Joe and Don:

My wife and I have been planning our 'Great Loop' adventure for a number of years, the time has finally arrived for us to put those plans in motion; unfortunately the length of the trip precludes my continuing as a member of the Planning Board - - regrettably I must submit my resignation effective 12 May 2017. I have enjoyed the opportunity to have been involved in some small way with town government, and thank you both for the support you have provided during my tenure as Chair of the Planning Board.

I have informed the other members of the board of my plans at our last meeting; a tentative decision to hold the election for chair and vice-chair at the May meeting, one month early, seemed the best course of action.

Having had the privilege of serving as the Planning Board's Chairman these past few years it is without doubt that I can attribute the past successes of the Board to the superb guidance received from both Chris Hansen and Jim Seymour; two outstanding professionals. Of course the mistakes along the way were all mine.

I would also like to take this opportunity to recognize two individuals that have a long tenure on the board and who are invaluable members; Greg Foster and Bruce Sanford have both my respect and deepest gratitude.

It is my hope that after my wife and I return from our travels I may have the opportunity to once again serve on one of the Town's boards.

Warm regards,

Robert O'Neill

Planning Board Appointment - Danielle Stumper

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:

June 13, 2017

Requested By & Date:

Mary Quirk 05/11/17

CONTACT INFORMATION

Address:

Click or tap here to enter text.
Click or tap here to enter text.
Click or tap here to enter text.

Email Address:

207-655-4742

Phone #:

ext 161

AGENDA ITEM REQUESTED

Agenda Item Subject:

Application of Danielle Stumper to fill vacancy on Planning Board

Agenda Item Summary:

At its 05/10/17 meeting, the Planning Board voted unanimously to approve Danielle Stumper's application and to forward it to the Select Board with a recommendation that she be appointed.

Action Requested/Recommendation:

Approval Public Hearing Information Only

List of Attachments Included:

List of Attachments: Danielle Stumper application



**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:	Danielle Stumper
Mailing Address:	478 Cape Rd. Raymond, ME 04071
Telephone Number:	207-714-0074
Occupation:	Mortgage Loan Officer
E-mail Address:	danielle@northstar mortgage.net

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

1.	Planning Board
2.	Zoning Board of Appeals
3.	Beautification Committee

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

As a Raymond native I would love to have a part in the growth, preservation and development of our beautiful town. As a mother, I want to ensure that our towns charm and history is preserved while growing enough to keep young people in our town and state!

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

I have worked in banking and finance for 12 years, most recently in residential mortgage lending but w/ a commercial lending (commercial & small business) background. My knowledge of the real estate market along with financial knowledge would be an asset!

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

To balance the public good with private rights and interests. Keep an open mind and focus on the improvement of the community as a whole.

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

I am a former member of Executive Women International (Richmond, VA chapter) and have spent many hours volunteering in the community while living in VA (2006-2015). I am happy to be home in Maine and for the opportunity to play an important role in our community.

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!

Zoning Board of Appeals Appointment - Patricia Beaton

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

List of Attachments Included:

9/16/2016



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.

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- 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:	PATRICIA BEATON
Mailing Address:	234 Raymond Hill Rd.
Telephone Number:	207-205-7498
Occupation:	Co-Founder International Macular & Retinal Fdn
E-mail Address:	p.beaton@macular-retinal.org

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

1. BOARDS OF ASSESSMENT REVIEW
2. Planning board
3.

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

I care about our town and want to participate in its government.

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

Experience in real estate, building and construction

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

Ensuring that the development and protection of the area and waters are a priority.

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

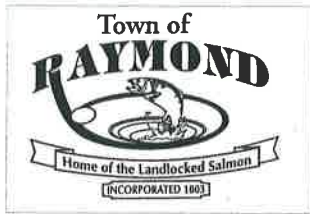
None

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

Yes No

Thank you for your interest in the Town of Raymond!

Tax Acquired Properties - Quit Claim Deeds



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

June 20, 2017

Board of Selectman,

The Town of Raymond foreclosed on the properties 052/050/I2 account # G0666R. On April 11, 2017 taxes, interest, and lien costs were paid in full and are now up to date needing a Quitclaim.

The Town of Raymond foreclosed on the property 021/02 account # L0880R located on Notched Pond Rd. We have sold that property and need Quit Claim Deed to finalize the transaction. When money is received the Quit Claim Deed, will be filed with the Registry of Deeds

Thanks,

A handwritten signature in blue ink that reads "Sue Carr".

Sue Carr
Tax Collector

Maine Short Form Quit Claim Deed Without Covenant

THE INHABITANTS OF THE TOWN OF RAYMOND, a body politic located at Raymond, County of Cumberland and State of Maine, for consideration paid, releases to MURRAY MARTHA in said County and State, a certain parcel of land situated in the Town of Raymond, County of Cumberland and State of Maine, being all and the same premises described at Map 052, Lot 050I26A00

The purpose of this conveyance is to release any interest which this grantor may have in and to the above premises by virtue of a lien filed for nonpayment of taxes on said parcel of land with particular reference being made to a lien filed against Map 010, Lot 124000000, in the name of MURRAY MARTHA and recorded in said Registry of Deeds.

BK 28886 PG 346 BK 29838 PG 176 BK30940 PG 122
BK 31729 PG 98

IN WITNESS WHEREOF, the said INHABITANTS OF THE TOWN OF RAYMOND have caused this instrument to be sealed with its corporate seal and signed in its corporate name by JOSEPH BRUNO, TERESA SADAK, SAMUEL GIFFORD, ROLF OLSEN, AND LAWRENCE TAYLOR, thereto duly authorized, this 20 day of JUNE ,2017.

THE INHABITANTS OF THE TOWN OF RAYMOND

_____ By: _____
Witness to All JOSEPH BRUNO, Selectman

_____ TERESA SADAK, Selectman

_____ SAMUEL GIFFORD, Selectman

_____ ROLF OLSEN, Selectman

_____ LAWRENCE TAYLOR, Selectman

STATE OF MAINE
CUMBERLAND, SS.

Personally, appeared the aforesaid Selectmen, known to me, this 20 day of June, 2017 and acknowledged before me the foregoing instrument to be their free act and deed in their said capacity.

Notary Public

Maine Short Form Quit Claim Deed Without Covenant

THE INHABITANTS OF THE TOWN OF RAYMOND, a body politic located at Raymond, County of Cumberland and State of Maine, for consideration paid, releases to MARTIN BARRY, CYNTHIA BARRY in said County and State, a certain parcel of land situated in the Town of Raymond, County of Cumberland and State of Maine, being all and the same premises described at Map 021, Lot 002

The purpose of this conveyance is to release any interest which this grantor may have in and to the above premises by a lien filed for nonpayment of taxes on said parcel of land with reference being made to a lien filed against Map 021, Lot 002, in the name of LEWIS JAMES C, LEWIS DANIEL F and recorded in said Registry of Deeds.

BK 27261	PG 157	BK 27989	PG 94	BK 28886	PG 248
BK 29838	PG 163	BK 30940	PG 127	BK 31729	PG 69
BK 32517	PG 49	BK 33359	PG 16		

IN WITNESS WHEREOF, the said INHABITANTS OF THE TOWN OF RAYMOND have caused this instrument to be sealed with its corporate seal and signed in its corporate name by JOSEPH BRUNO, TERESA SADAK, SAMUEL GIFFORD, ROLF OLSEN, AND LAWRENCE TAYLOR, thereto duly authorized, this 20 day of JUNE ,2017.

THE INHABITANTS OF THE TOWN OF RAYMOND

Witness to All

By: _____
JOSEPH BRUNO, Selectman

TERESA SADAK, Selectman

SAMUEL GIFFORD, Selectman

ROLF OLSEN, Selectman

LAWRENCE TAYLOR, Selectman

STATE OF MAINE
CUMBERLAND, SS.

Personally appeared the aforesaid Selectmen, known to me, this 20 day of JUNE, 2017 and acknowledged before me the foregoing instrument to be their free act and deed in their said capacity.

Notary Public

Proposed FY 2017-2018 Fee Schedule



Susan L Look
Raymond Town Clerk
401 Webbs Mills Road
Raymond, Maine 04071
207.655.4742 x121

June 1, 2017

TO: Board of Selectmen
FROM: Sue Look, Town Clerk
RE: **Proposed Changes to the Fee Schedule for FY 2017-2018**

The following changes have been proposed:

❖ Code Enforcement – Mary Quirk

- Planning Board/ZBA Newspaper Legal Notices – from \$150 each for 2 ads to a \$600 flat fee

❖ Office Charges

- NEW: Online Tax Payments – Cathy Ricker, Finance Director
 - ACH/Checking - \$1 fee
 - Credit/Debit Cards – 2.75% fee with a \$1.95 minimum
 - Visa Debit Cards – Flat \$3.95 fee
- Map – Colored – Kaela Gonzales, Contract Assessor's Assistant
 - Removed the option of 18" X 24" due to difficulty to set up this size and the lack of requests for it
 - 36" X 24" – from \$2.50 to \$5.00

❖ Tassel Top – Sue Lamarre, Head Ranger

- Season Car Pass – from \$80 to \$90
- Cabin Daily Rental Over 8 People – for each person over 8 from \$25 to \$31.25

**TOWN OF RAYMOND
2017-2018 FEE SCHEDULE
Approved June 20, 2017**

Animal Control Fees:

Description		Fee
Dogs at Large	1 st violation	\$50 plus all associated court fees
	2 nd violation	Not less than \$100 plus all associated court fees
	3 rd violation	Not less than \$100 plus all associated court fees
Canine Waste Infraction	1 st violation	\$50
	2 nd violation	\$75
	3 rd violation	Not less than \$100, but not more than \$500
Animal at Large		\$50
Animal on Beach, Park or Cemetery		\$50
Animal Left in Car Unattended		\$50
Barking Dog Violation		\$50
Unlicensed Dog Violation		\$30 plus licensing fee
Board for Animals Picked up by ACO		\$25 per day
Impound fees	1 st impoundment	\$30
	2 nd impoundment	\$40
	3 rd and subsequent	\$50
Transportation Fee Outside of Town Limits		\$25 per trip

Cemetery Prices:

Description	Fee
Resident – 1 plot (includes perpetual care)	\$400
Non-Resident – 1 plot (includes perpetual care)	\$1,000
Plot Opening – Cremation	\$200
Plot Opening – Vault/Casket	\$600
Violating any provisions of the Cemetery Ordinance. Each day a violation occurs shall be deemed a separate offense.	Not less than \$100 and not more than \$2,500, plus attorney fees & costs

Zoning Board of Appeals Fees:

Description		Fee
ZBA Application	Residential	\$75
	Commercial	\$235
ZBA Escrow Fees		\$1,500 plus additional fees for completion of professional reviews if necessary based on consultant hourly rate

Code Enforcement:

Description		Fee	
Building Permits	New Construction or additions	Finished Area	\$.30 per square foot
		Unfinished Area	\$.25 per square foot
	Commercial/Industrial		\$.30 per square foot
	Minimum Permit Fee		\$25
	Alterations or Renovations	Up to \$500	\$25
		\$501 to \$1,000	\$25
		\$1,001 to \$5,000	\$40
		\$5,001 to \$10,000	\$55
\$10,001 and up		\$55 plus \$8 per thousand or fraction thereof	
Separate Permit Fees	Chimneys/Antennas		\$25
	Moving (within town)		\$25
	Moving (into town)		\$.25/\$.30 per square foot
	Demolitions		\$25
	Signs – Business or Commercial	Up to 6 square feet	\$25
		Over 6 square feet	\$25 plus \$.15 per square foot over 6 square feet
	Swimming Pools	In Ground	\$30
		Above Ground	\$25
Docks – Permanent or Seasonal		\$.10 per square foot	
Plumbing Fees	Pre-inspection Fee		Included with the State Fee
	Re-inspection Fee		\$25 per visit
	Subsurface Complete Systems – Non-engineered	Initial Fee	\$250
		- Plus Town Fee	\$25
		- Plus State Water Quality Surcharge	\$15
		- Plus State Variance	\$20
	Primitive Disposal System (includes alternative toilet)		\$100
	Engineered Systems		\$200 plus \$25 Town Fee
	System Components (installed separately)	Treatment Tank	\$80 plus \$25 Town Fee
		Holding Tank	\$100 plus \$25 Town Fee
		Alternative Toilet	\$50 plus \$25 Town Fee
Disposal Area		\$150 plus \$25 Town Fee plus \$15 State Water Quality Surcharge	
Engineered Disposal Area		\$150 plus \$25 Town Fee	
Separated Laundry Disposal System		\$35 plus \$25 Town Fee	

Description		Fee	
	Seasonal Conversion Permit	\$50 plus \$25 Town Fee	
Internal Plumbing Fees	Per State schedule Plumbing fixtures include back-flow devices	\$10 per fixture plus \$25 Town Fee	
		\$40 minimum plus \$25 Town Fee	
Penalties	Any new outside or inside construction that results in added area of volume	A minimum of \$500 plus \$5 per square and cubic foot up to a maximum of \$2,500	
	Any alterations or renovations having a completed value of \$2,000 or more if started without a permit	Double permit fee	
	Re-inspections	\$25 per visit	
Electrical Permits	Temporary Service	Residential	\$25
		Commercial	\$40
	Permanent Overhead Service	Residential	\$27
		Commercial	R45
	Permanent Underground Service	Residential	\$40
		Commercial	\$65
	New Construction, Renovations, Additions (cost per square foot)	Residential	\$0.05
		Commercial	\$0.10
HVAC Permit	Based on Construction & Equipment Costs	\$20 for 1 st \$1,000 of cost, plus \$5 for each additional \$1,000 of cost	
Campsite (personal)		\$25 annually	
Campgrounds		\$75 annually	
Change of Use	With Renovations	\$25	
	Without Renovations	\$.30 per square foot or \$25 minimum	
Driveway/Entrance		\$25	
Tree Removal Shoreland Zone Permit Application		\$25	
Road Opening		\$75 plus \$1.50 per square foot	
Road Name Change		\$75	
Recording, Indexing, and Preserving Plans		\$15	
Re-inspection Fee		\$25 each visit	
Additional Inspections per MUBEC		\$25 per visit	

Waste Fees:

Description	Fee
Tag for extra curbside household trash	\$1 each
Bulky Waste	Pay at the gate

Planning Board Fees:

Description		Fees
Planning Board Pre-application Conference		\$75
Site Plan Review Application	Staff Projects up to 10,000 square feet	\$75
	Minor Projects less than 10,000 square feet	\$100
	Major Projects 10,000 square feet or greater	\$250
	Staff Projects up to 10,000 square feet	\$625
Staff Site Plan Review Escrow	Minor Projects less than 20,000 square feet	\$725
	Major Projects 20,000 square feet or greater	\$1,000
Preliminary Subdivision Review		\$625 plus \$200 per lot/unit greater than 4
Final Subdivision Review		\$475 plus \$100 per lot/unit greater than 4
Minor Subdivision Review		\$475
Planning Board Escrow Fees for Subdivision Review		\$1,000, plus additional fees for completion of professional reviews if necessary based on consultant hourly rate
Planning Board/ZBA Abutters Notices		\$8 each notice
Planning Board/ZBA Newspaper Legal Notices		\$600

Fire Department:

Description		Fee
Fire Report Request		\$25
Patient's Treatment Record		\$5 for 1 st page & \$.45 for each additional, not to exceed \$250
Fire Permit		Free at Fire Department
Inspection of New Construction	Less than 10,000 square feet or 100,000 cubic feet	\$70
	More than 10,000 square feet or 100,000 cubic feet	\$90
Inspection of Existing Construction	Less than 10,000 square feet or 100,000 cubic feet	\$40
	More than 10,000 square feet or 100,000 cubic feet	\$60
Inspection of Additions/Alterations	Less than 10,000 square feet (regardless of existing size)	\$20
	More than 10,000 square feet or 100,000 cubic feet	Required to use the fee schedule for new construction more than 10,000 square feet
Review of Subdivisions		\$60

Description	Fee
Review of Each House in Subdivision after Completion	\$15
Inspection of Public Shows/Events	\$10
Annual/bi-annual Inspections of Campgrounds, Schools, Summer Camps, Liquor Licenses	Free
Bi-annual Inspection of Businesses, Churches, Town Buildings	Free
Re-inspection for Violations	\$10 per inspection

Office Charges:

Description	Fee
Bounced Checks	\$25
Credit Card Charge Fee	Up to \$40 Over \$40
	\$1.00 to PayPort 2.5% to PayPort
DVD Copy	\$5.00
Freedom of Information Request Research	\$15/hr after first hour
Freedom of Information Copies	\$.15 per side
Photo Copies of Property Cards	\$.50 per side
Photo Copy of Reduced Town Map 11" X 17"	\$1.50
Photo Copy of Deed	1 st Page Subsequent Pages
	\$1.50 \$.50 each
Photo Copies – General	\$.50 per side
Fax	Per Page Sent Per Page Received
	\$2.50 (\$25 maximum fee) \$1.00 (\$25 maximum fee)
Labels	Research Preparation 36" X 24"
	\$10.00 per hour \$.10 per label \$5.00
Map – Colored	Copy a Set of Plans Complete Set of Tax Maps
	\$10.00 \$100.00
Notary Public (free for residents)	Per Notary Signature For Complex Court Documents or Real Estate Closing Documents
	\$2.50 \$25.00
	ACH/Checking
	\$1.00
Online Tax Payments	Credit/Debit Card Visa Debit Cards
	2.75% fee (\$1.95 minimum fee) \$3.95
Tax Lien/Discharge Research	\$20.00/hour after the 1 st hour

Printed List Fees:

Description		Fee
Absentee Voter List	Paper	\$1 for 1 st page and \$.25 for each subsequent page
	CD	Free
Voter List	Paper	\$1 for 1 st page and \$.25 for each subsequent page
	Mailing Labels	\$1 for 1 st page and \$.75 for each subsequent page
	CD	\$22
Dog Licensing List	Paper	\$30
	Electronic	\$20
Taxpayer List	Paper	\$500
	Electronic	\$65
	On Website	Free

Registry Recording Fees:

Description	Fee
First Page	\$22
All Other Pages	\$2 per page

Town Clerk's Office Fees:

Description		Fee
Burial Permits	Vault/Casket	\$20
Dog Licensing	Altered	\$6
	Unaltered	\$11
	Kennels (10 dogs per license)	\$42
	Late Fee (after February 1 st)	\$25 plus licensing fee
Vital Records	Birth Certificate Copy	\$15 for 1 st and \$6 for each other on same day
	Death Certificate Copy	\$15 for 1 st and \$6 for each other on same day
	Marriage Certificate Copy	\$15 for 1 st and \$6 for each other on same day
	Marriage License	\$20 per person (\$40 total)
	Non-Certified Copy of Birth, Death or Marriage	\$5
	Research	\$10 per hour after 1 st hour
	Copying – 8.5" X 11" (prior to 1892)	\$.50
Copying – 11" X 17" (prior to 1892)	\$1	

	Description	Fee
Permits/Businesses	Billiard, Pool, Bowling Alleys	\$50
	Cable TV Franchise	2.5% through Time Warner
	Business License	\$25
	Explosives – keeping/transporting	\$50
	Public Exhibitions	\$50 plus \$1 per person plus legal advertisement
	Special Amusement Permit	\$50 plus legal advertisement
Peddler's Permit – Lunch Wagon	Non-Resident Annually	\$500
	Resident Annually	\$250

Liquor Licenses:

Description	Fee
Application	\$10
Advertising with Public Hearing Application	\$100
Temporary Liquor License Application (catering)	\$10

Tassel Top Park:

Description	Fee	
Car Season Pass	Limited to 4 people, additional passengers will be charged the individual fee \$90	
General Admission	Children (10 and under)	\$2
	Adults (11 to 64)	\$5
	Seniors (65 and over with verification)	\$3
Cabin Rental (guests pay current daily entrance fees)	Per Day – up to 4 people	\$150 plus security deposit and lodging tax
	Per Day – up to 8 people	\$250 plus security deposit and lodging tax
	Per Day – over 8 people (overnight accommodates up to 8 people)	\$250 plus \$31.25 for each person over 8, plus security deposit and lodging tax
	Per Week – July to August	\$950 plus security deposit and lodging tax
	Per Week – after Labor Day and before Memorial Day	\$850 plus security deposit and lodging tax
Boat Mooring	Per Day	\$5.28
	Per Week	\$31.65

	Description	Fee
Daily Function Fees	Up to 50 People	\$500 per day plus security deposit and taxes
	Up to 75 People	\$750 per day plus security deposit and taxes
	Up to 100 People	\$1,000 per day plus security deposit and taxes
	Up to 125 People	\$1,250 per day plus security deposit and taxes
	Up to 150 People	\$1,500 per day plus security deposit and taxes

The above fees were approved on June 20, 2017, by the Board of Selectmen:

Joseph Bruno

Lawrence Taylor

Teresa Sadak

Samuel Gifford

Rolf Olsen

FY 2017-18 Committee Appointments



Board of Selectmen
401 Webbs Mills Road
Raymond, Maine 04071

Appointment by Municipal Officers of Committee Members

Pursuant to M.R.S.A. 30-A §2601, the undersigned municipal officers of the Town of Raymond do hereby vote to appoint and confirm the following committee members for the below noted terms:

Committee	Term	First Name	Last Name	Street	City, State, Zip
BEAUTIFICATION COMMITTEE	1	Shirley	Bloom	26 Sebago Rd	Raymond, ME 04071
BEAUTIFICATION COMMITTEE	1	Stephanie	Bubier	Quaker Ridge Road	Casco, ME 04015
BEAUTIFICATION COMMITTEE	1	Mitzi	Burby	64 Spiller Hill Rd	Raymond, ME 04071
BEAUTIFICATION COMMITTEE	1	Sharon	Dodson	PO Box 577	Raymond, ME 04071
BEAUTIFICATION COMMITTEE	1	Fran	Gagne	68 Whittemore Cove Rd	Raymond, ME 04071
BEAUTIFICATION COMMITTEE	1	Elissa	Gifford	PO Box 357	Raymond, ME 04071
BEAUTIFICATION COMMITTEE	1	Elaine	Keith	72 Quarry Cove Rd	Raymond, ME 04071
BEAUTIFICATION COMMITTEE	1	Christine	McClellan	PO Box 406	Raymond, ME 04071
BEAUTIFICATION COMMITTEE	1	Mike	McClellan	27 Pismire Mountain Rd	Raymond, ME 04071
BEAUTIFICATION COMMITTEE	1	Mary	McIntire	31 Egypt Road	Raymond, ME 04071
BEAUTIFICATION COMMITTEE	1	Jan	Miller	59 Hancock Rd	Raymond, ME 04071
BOARD OF ASSESSMENT REVIEW	3	Brenda	Tubbs	350 Webbs Mills Rd	Raymond, ME 04071
CEMETERY COMMITTEE	1	Linda	Alexander	1 Pine Lane	Raymond, ME 04071
CEMETERY COMMITTEE	1	Wayne	Gelston	46 Ledge Hill Rd	Raymond, ME 04071
CEMETERY COMMITTEE	1	Dick	Sanborn	74 N. Raymond Rd	Raymond, ME 04071
CEMETERY COMMITTEE	1	Elaine	Walston	74 Mountain Rd	Raymond, ME 04071
CEMETERY COMMITTEE	1	Dale	Woodman	74 Mountain Rd	Raymond, ME 04071
CONSERVATION COMMISSION	1	John	Rand	20 Dryad Woods Rd	Raymond, ME 04071
CONSERVATION COMMISSION	1	Bill	Fraser	1 Justin Lynn Drive	Raymond, ME 04071
CONSERVATION COMMISSION	1	Russ	Hutchinson	363 N. Raymond Rd	Raymond, ME 04071
CONSERVATION COMMISSION	1	Jim	Ross	22 Meadow Way	Cape Elizabeth, ME 04107
CONSERVATION COMMISSION	1	Kimberly	Rowe	112 Mountain Rd	Raymond, ME 04071
CONSERVATION COMMISSION	1	Ben	Severn	4 Emery Lane	Raymond, ME 04071
CONSERVATION COMMISSION	1	Leah	Stetson	317 Raymond Hill Rd	Raymond, ME 04071
CONSERVATION COMMISSION	1	Marlee	Turner	31 Big Pine Rd	Raymond, ME 04071
PLANNING BOARD	3	Bruce	Sanford	222 Mountain Rd	Raymond, ME 04071
PLANNING BOARD	3	Greg	Foster	29 Ledge Hill Rd	Raymond, ME 04071
TECHNOLOGY COMMITTEE	1	Laurie	Forbes	17 Webbs Mills Rd	Raymond, ME 04071
TECHNOLOGY COMMITTEE	1	Kevin	Woodbrey	20 Egypt Rd	Raymond, ME 04071
TECHNOLOGY COMMITTEE	1	Shaun	Dudley	12 Whitney Way	Raymond, ME 04071
TECHNOLOGY COMMITTEE	1	Tom	Golebiewski	25 Shaker Woods Rd	Raymond, ME 04071

Committee	Term	First Name	Last Name	Street	City, State, Zip
TECHNOLOGY COMMITTEE	1	John	Hanley	221 Valley Rd	Raymond, ME 04071
TECHNOLOGY COMMITTEE	1	Elisa	Trepanier	5 Salmon Run	Raymond, ME 04071
VETERANS MEMORIAL PARK COMMITTEE	1	David	McIntire	31 Egypt Rd	Raymond, ME 04071
VETERANS MEMORIAL PARK COMMITTEE	1	Eleanor	Thompson	10 Levy Lane	Raymond, ME 04071
ZONING BOARD OF APPEALS	3	Joanne	Stinson	Haskell Ae	Raymond, ME 04071

Given under our hands on the 20th day of June, 2017.

Joe Bruno

Samuel Gifford

Lawrence A Taylor

Teresa Sadak

Rolf Olsen

FY 2017-18 Staff Appointments



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

Appointment by Municipal Officers of Municipal Staff

Pursuant to M.R.S.A. 30-A §2601, the undersigned municipal officers of the Town of Raymond do hereby vote to appoint and confirm the following municipal staff for a 1 year term:

Title	First Name	Last Name	Street	City, State, Zip
ANIMAL CONTROL OFFICER	Jessica	Jackson	47 Meadow Road	Casco, ME 04015
ANIMAL CONTROL OFFICER - Assistant	Linda	Alexander	1 Pine Lane	Raymond, ME 04071
ANIMAL CONTROL OFFICER - Assistant	Lynne	Fracassi	22 Maple St	Casco, ME 04015
CONTRACT ASSESSOR	Curt	Lebel	401 Webbs Mills Rd	Raymond, ME 04071
ASSESSOR'S ASSISTANT	Kaela	Gonzalez	401 Webbs Mills Rd	Raymond, ME 04071
CODE ENFORCEMENT OFFICER	Chris	Hanson	401 Webbs Mills Rd	Raymond, ME 04071
CONSTABLE	Nathan	White	30 Spiller Hill Rd	Raymond, ME 04071
EMERGENCY MANAGEMENT DIRECTOR	Bruce	Tupper	P O Box 601	Raymond, ME 04071
FIRE CHIEF	Bruce	Tupper	P O Box 601	Raymond, ME 04071
FOREST WARDEN	Bruce	Tupper	PO Box 601	Raymond, ME 04071
HEALTH OFFICER	Cathy	Gosselin	PO Box 318	Raymond, ME 04071
NETWORK ADMINISTRATOR	Kevin	Woodbrey	20 Egypt Rd	Raymond, ME 04071
ROAD COMMISSIONER	Nathan	White	30 Spiller Hill Rd	Raymond, ME 04071
TASSELTOP HEAD RANGER	Sue	LaMarre	4 Shaw Rd	Raymond, ME 04071
TOWN OFFICE - General Assistance Administrator	Alice	Hamilton	401 Webbs Mills Rd	Raymond, ME 04071
TOWN OFFICE – Harbor Master	Donald	Willard	401 Webbs Mills Rd	Raymond, ME 04071
TOWN OFFICE – Registrar	Sue	Look	401 Webbs Mills Rd	Raymond, ME 04071
TOWN OFFICE – Tax Collector	Suzanne	Carr	401 Webbs Mills Rd	Raymond, ME 04071
TOWN OFFICE – Town Clerk	Sue	Look	401 Webbs Mills Rd	Raymond, ME 04071
TOWN OFFICE – Treasurer	Nancy	Yates	401 Webbs Mills Rd	Raymond, ME 04071

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