



# Town of Raymond Select Board ePacket March 12, 2018 Table of Contents

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# Agenda

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## BOARD OF SELECTMEN Agenda

March 12, 2018

5:30pm – 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) February 13, 2018 – Regular meeting

**3) New Business**

- a) Review of the Proposed Changes to the Budget-Finance Committee Ordinance – Marshall Bullock, Budget-Finance Committee Chair
- b) Quit Claim Deeds – Sue Carr, Tax Collector
- c) Abatement Requests – Curt Lebel, Assessing Agent
- d) Awarding the Boston Post Cane – Sue Look, Town Clerk

Mr Harry "Buster" Delan passed on March 1, 2018, at the age of 94. Coincidentally, I received an application for Elizabeth Z Stetson who will be turning 100 this month. Mrs Stetson's family has requested that the cane be awarded at a celebration to be held on March 21<sup>st</sup> in Windham.

- e) Consideration of Zoning Board of Appeals Appointment Changes – Sue Look, Town Clerk

Steve Warshaw has requested to be moved to the alternate seat and Rick Welch has expressed an interest in being moved to Mr Warshaw's regular seat. This change requires that both members be reappointed.

**4) Public Comment**

**5) Selectman Comment**

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*Selectman's Meeting Agenda (Page 1 of 2) March 12, 2018*

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

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

- April 10, 2018
- May 8, 2018

**b) Reminder of Budget Schedule**

- March 12, 2018 – Department Head Budget Review #2, directly following this meeting
- March 24, 2018 – Budget Workshop
- April 10, 2018 – Warrant Article Review & Approval

**c) Conversion of Public Street Lighting to LED**

**7) Treasurer's Warrant**

**8) Adjournment**

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# Previous Meeting(s) Minutes

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## BOARD OF SELECTMEN Agenda

February 13, 2018

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, Teresa Sadak, Lawrence Taylor and Rolf Olsen

**Selectmen absent:** none

**Town Staff in attendance:**

Don Willard – Town Manager  
Nathan White – Public Works Director  
Scott Dvorak – Code Enforcement Officer  
Sue Look – Town Clerk

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

2) **Executive Session**

a) Consultation with Town Attorney – Pursuant to 30-A MRSA §405 (6) (E)

**Motion** to enter executive session as above at 6:30pm by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved.**

**Motion** to leave executive session at 7:00pm by Selectman Gifford. Seconded by Selectman Olsen.

**Unanimously approved.**

**Motion** to ask the Town Attorney to continue as instructed by Selectman Bruno. Seconded by Selectman Taylor.

**Unanimously approved.**

3) **Minutes of previous meetings**

a) January 9, 2018 – Regular meeting

**Motion** to approve as presented by Selectman Taylor. Seconded by Selectman

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*Selectman's Meeting Agenda (Page 1 of 4) January 9, 2018*

Olsen.

**Unanimously approved.**

**4) New Business**

- a) Zoning Board of Appeals (ZBA) Appointments – Scott Dvorak, Code Enforcement Officer

CEO Dvorak – I am here to introduce 2 appointees for the ZBA, Leonard Cirelli and Rick Welch.

Mr Cirelli – My name is Len Cirelli. I live on Panther Pond and my wife is a substitute teach for RSU #14. I am interested in getting involved in the workings of the Town. Someday I will be passing my property on to my children, and while not opposed to change, I want to help the Town to stay as beautiful and pristine as it is.

Selectman Bruno – What is your background?

Mr Cirelli – I was in the footwear industry and in logistics as the International Transportation Manager.

**Motion** to appoint Leonard Cirelli to the ZBA by Selectman Bruno. Seconded by Gifford.

**Unanimously approved.**

Mr Welch – I was a volunteer for the Fire Department for 35 years and wanted to get back into volunteering. I was in the excavation field for 16 years and am familiar with zoning and set-backs, etc.

**Motion** to appoint Eric Welch to the ZBA as alternate by Selectman Bruno. Seconded by Selectman Taylor.

**Unanimously approved.**

- b) Quit Claim Deed – Sue Carr, Tax Collector

Thomas F Jr & Jane Ellen Noonan – Map 054 Lot 045 – 6 Bayview Drive – the property has been sold and all back and present taxes, interest, and lien costs were paid in full

**Motion** to approve as presented by Selectman Bruno. Seconded by Selectman Gifford.

**Unanimously approved.**

- c) Consider Addition of New Solid Waste Ordinance to Miscellaneous Ordinances – Nathan White, Public Works Director

Public Works Director White – We did not have one to begin with. It gives us a mechanism to back up the contract. We have had a couple of incidents where this would have been helpful.

**Motion** to approve to go to public hearing as presented by Selectman Bruno. Seconded by Olsen.

**Unanimously approved.**

- d) Consider Update of *Private Road Standards for Recycling & Waste Services Policy* – Nathan White, Public Works Director

Public Works Director White – This one simply needed to be cleaned up. It is currently a part of the contract with Pine Tree Waste.

**Motion** to approve as presented by Selectman Olsen. Seconded by Selectman Taylor.

**Unanimously approved.**

- e) Consider Addition of the *Appointment Protocol Policy* to the *Bylaws and Policies of the Board of Selectmen* – Sue Look, Town Clerk

In reviewing the current policies for the Town of Raymond it seems that the Appointment Protocol Policy could be added to the Selectmen's Bylaws and Policies.

Selectman Olsen – Could we make sure that all ordinances referencing a conflict of interest refer to 30-A MRSA § 2605 for consistency?

Town Clerk Look – I believe it is only the Selectmen's Bylaws and the Budget and Finance Ordinance and they are both being changed to have the statutory reference.

Selectman Bruno – Under Robert's Rules and State law, a conflict of interest only occurs if someone is challenged. So, someone can vote no matter what unless they are challenged. The conflict has to be for the person or their family, not for a group the person is a member of.

**Motion** to approve as presented by Selectman Bruno. Seconded by Selectman Taylor.

**Unanimously approved.**

- f) Consider Re-write and Update of the *Miscellaneous Ordinances* – Sue Look, Town Clerk

Town Clerk Look – Don asked that I review the Miscellaneous Ordinances while I was updating the Cemetery Ordinance. Many only needed some slight updates, while some needed to be rewritten. The Town Attorneys have made a few preliminary suggestions, but they may come back with other changes needed.

Town Manager Willard – This came about as we were looking at the policies and decided to do the ordinances too.

Selectman Bruno – Budget-Finance is doing their own?

Town Clerk Look – Yes.

Chairman Sadak – The Fire Protection Ordinance – the Fire Marshall gets to go into a business each year. The question is do I have to allow the Town Fire Marshall to come in if the State Fire Marshall has already been in?

Selectman Bruno – You can not write ordinances that conflict with State law.

Chairman Sadak – Our ordinance does. What do I do if I want to challenge something like that?

Selectman Bruno – If you have that conflict, then the ordinance needs to go to the attorney and ask if it conflicts with State law.

**Motion** to approve sending the Miscellaneous Ordinances to public hearing pending clarification by the Town Attorney by Selectman Bruno. Seconded by Selectman Taylor.

**Unanimously approved.**

**4) Public Comment – None**

**5) Selectman Comment**

Selectman Bruno – I want to say what a good job Don and Cathy have done on the budget. I looked at that budget today and it is a good starting point. I am pretty happy with what you presented to us.

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

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

- March 12, 2018 – 5:30pm, prior to the Budget-Finance Joint Dept. Head Reviews
- April 10, 2018 – 6:00pm

**b) Reminder of Budget Schedule**

- February 27, 2018 – 6:30pm – Department Head Review #1
- March 12, 2018 – 6:30pm – Department Head Review #2
- March 27, 2018 – 6:30pm – Budget Workshop
- April 10, 2018 – 6:00pm – Warrant review and Selectmen approval

**c) Reminder of Upcoming Holiday Schedule**

- Monday, February 19<sup>th</sup> – President's Day

**7) Treasurer's Warrant**

**Motion** to approve treasurer's warrant in the total of \$192,979.01 as presented by Selectman Olsen. Seconded by Taylor.

**Unanimously approved.**

**8) Adjournment**

**Motion** to adjourn at 7:34pm by Selectman Bruno. Seconded by Selectman Taylor.

**Unanimously approved.**

*Respectfully submitted,*

*Susan L Look, Town Clerk*

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# Budget-Finance Ordinance Proposed Changes

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## BUDGET AND FINANCE COMMITTEE ORDINANCE

Adopted March 1980  
Amended May 19, 1995  
Amended June 5, 2018

### SECTION 1. Title

This Ordinance shall be known as the Town of Raymond Budget and Finance Committee Ordinance.

### SECTION 2. Authority

This Ordinance is enacted pursuant to 30-A MRS §3001.

### SECTION 3. Purpose

The purpose of this Ordinance is to merge the Town Finance Committee and the Town Budget Committee.

### SECTION 4. Merger

The Town Budget Committee, as previously established and governed by the terms of the March 1980 Ordinances, and the Town Finance Committee, as established by vote of the Town on March 18, 1978, and governed by the terms of the March 1980 Ordinance, shall be combined into a Budget and Finance Committee.

### SECTION 5. Powers and Duties

The Budget and Finance Committee shall have the following powers and duties:

- A. To consider each article for raising, appropriating or borrowing monies to be expended by or for the Town, with opportunity for discussion with those persons proposing the same, and to make recommendations on such articles to the Town Meeting for which they were drawn, which shall appear on the Warrant in substantially the following form, "The Town Budget and Finance Committee recommends approval/disapproval."
- B. To discuss with and make recommendations to the ~~Board of Selectmen~~ Select Board on proposals for specific expenditures.
- C. To investigate and recommend to appropriate Town departments the availability of Federal and State and other grants, loans, guarantees and other assistance for the Town and the types, terms, benefits and disadvantages thereof.
- D. To study and make recommendations on the general financial position, policies and practices of the Town and its departments.
- E. To study and make recommendations on any proposal for payment for services or equipment by bond or note. Any such proposal, with the exception of general tax anticipation notes which will be reviewed under Section (5D), will be accompanied by an impact statement and recommendation for rejection or approval.
- F. To develop and maintain, with the input from all other committees and Boards in Town, a five (5) year moving Capital Improvement Plan.
- G. To study and report to the ~~Board of Selectmen~~ Select Board potential revenue raising opportunities that may require actions by the Board or Town Manager.



## Section 6. Membership, Quorum, Voting

- A. The Budget and Finance Committee shall consist of ~~nine (9)~~ seven (7) voting members, plus the Chair of the ~~Board of Selectmen~~ Select Board and the Chair of the School Board who shall be a NON-VOTING EXOFFICIO members. The reduction in number from nine (9) to seven (7) will occur due to attrition. Existing members may continue as voting members on the committee and each may petition to be a candidate on upcoming ballots. The first 2 seats vacated by attrition (seat still open after an election, non-acceptance of the position, resignation, death, removal from the municipality, or recall) will not be filled. When a seat is vacated, the term of office for any open seats will be adjusted at the next election to keep the terms staggered.
- B. The Chair and the Vice-Chair of the Budget and Finance Committee shall be elected by a majority of the Budget and Finance Committee voting members at the first meeting after June 30<sup>th</sup> each year.
- C. ~~Three (3) voting~~ Voting members ~~who are~~ must be residents of the Town of Raymond, and shall be elected annually by the Town via a secret ballot vote at the annual Town Meeting, for a term of three (3) years and have staggered three (3) year terms.
- D. Any vacancy among the voting members shall be filled either via appointment by the Select Board until the next annual Town Meeting secret ballot vote following the creation of that vacancy, or by the Town at the first annual Town Meeting secret ballot vote following the creation of that vacancy.
- E. The Budget and Finance Committee shall officially act only in the presence of a quorum of ~~five (5)~~ four (4) voting members. Official motions will pass only on a majority vote of all voting members of the Budget and Finance Committee, unless the Budget and Finance Committee unanimously votes to adopt other rules at the first meeting of the year after the Annual Meeting and agrees to utilize the revised voting procedure for the full year. No member of the Budget and Finance Committee shall vote on a budget item in which the member has an interest.
- F. All members will abide by the rules for Conflict of Interest pursuant to 30-A MRSA §2605.
- G. All members will sign upon taking their oath of office and will adhere to the Town of Raymond Code of Ethics for Appointed and Elected Municipal Officials.

## Section 7. Non-Attendance

In the event a member of the Budget and Finance Committee fails to attend, without being excused by the Chair of the Budget and Finance Committee, three (3) consecutive regularly scheduled business meetings or two (2) consecutive regularly scheduled Town Budget Review Meetings, the Budget and Finance Committee by unanimous vote of all attending members of that third regularly scheduled business meeting or second regularly scheduled Town Budget Review Meeting may remove the member from office and have the member replaced under the vacancy section of (~~3 6-D~~) above.

## Section 8. Severability

If any part or parts, section or subsection, sentence, clause or phase of this Ordinance is for any reason declared to be unconstitutional or invalid, such shall not affect the validity or constitutionality of the remaining portions of this Ordinance or any rules or regulations promulgated hereunder.

## Section 9. Effective Date

This Ordinance shall become effective upon passage by the legislative body of the Town of Raymond at a duly called Town Meeting.

**From:** Philip Saucier <psaucier@bernsteinshur.com>  
**To:** 'Sue Look' <Sue.Look@raymondmaine.org>, Shana Cook Mueller <smueller@bernsteinshur.com>  
**Cc:** Donald Willard <Don.Willard@raymondmaine.org>  
**Date:** 03/09/2018 11:46 AM  
**Subject:** RE: [EXTERNAL] Raymond's Budget-Finance Committee Ordinance Draft

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Hi Sue,

It was good to talk with you a few moments ago. As I noted, my recommendation is to insert a date certain in the Ordinance when the Committee's membership is reduced from 9 to 7 members so there can be no confusion. As proposed below the decision on whether a seat is eliminated under the old membership number is made (except for a vacancy) is when a sitting member whose term is about to expire decides whether or not to run for another term – instead of making it clear when the transition occurs directly in the Ordinance. One suggestion is to perhaps give a date into the future (such as 2020 or two election cycles) when two expiring terms will not be filled.

Let me know if you have any further questions and have a good weekend,  
Phil

**Philip Saucier**  
**BERNSTEIN SHUR** - Shareholder  
**Municipal & Governmental Services Practice Group Leader**  
**207 228-7160 direct**

**Confidentiality notice:** If you are not the person intended to receive this email, please notify us and please do not make use of this email for any purpose. Thank you.

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**From:** Sue Look [mailto:Sue.Look@raymondmaine.org]  
**Sent:** Friday, March 09, 2018 9:39 AM  
**To:** Philip Saucier; Shana Cook Mueller  
**Cc:** Donald Willard  
**Subject:** RE: [EXTERNAL] Raymond's Budget-Finance Committee Ordinance Draft

Would this be better:

#### **Section 6. Membership, Quorum, Voting**

A. The Budget and Finance Committee shall consist of ~~nine (9)~~ seven (7) voting members, plus the Chair of the ~~Board of Selectmen~~ Select Board and the ~~Chair of the School Board~~ who shall be a NON-VOTING EXOFFICIO members. The reduction in number from nine (9) to seven (7) will occur due to attrition. Existing members may continue as voting members on the committee and each may petition to be a candidate on upcoming ballots. The first 2 seats vacated by attrition (seat still open after an election, non-acceptance of the position, resignation, death, removal from the municipality, or recall) will not be filled. When a seat is vacated, the term of office for any open seats will be adjusted at the next election to keep the terms staggered.

Sue Look  
Town Clerk of Raymond Maine  
207-655-4742

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

From: Philip Saucier <psaucier@bernsteinshur.com>  
To: 'Sue Look' <Sue.Look@raymondmaine.org>, Shana Cook Mueller

<[smueller@bernsteinshur.com](mailto:smueller@bernsteinshur.com)>

Cc: Donald Willard <[Don.Willard@raymondmaine.org](mailto:Don.Willard@raymondmaine.org)>

Date: Wed, 7 Mar 2018 22:01:40 +0000

Subject: RE: [EXTERNAL] Raymond's Budget-Finance Committee Ordinance Draft

Hi Sue,

These amendments generally look fine to me, but I have a question about the timing of the reduction in the number of members through attrition due to vacancies. Is the intent to allow current members to file for re-election at the end of their term and instead wait until someone resigns, etc. (per the list of types of vacancies listed in 30-A M.R.S. § 2602), or is the intent to not fill the next two spots once the current term is expired? I just wanted to make sure that was clarified in the draft.

Take care,  
Phil

**Philip Saucier**

**Shareholder**

**Municipal & Governmental Services Practice Group Leader**

207 228-7160 direct

207 774-1200 main

[My Bio](#) | [LinkedIn](#) | [Twitter](#)

**BERNSTEIN SHUR**

[Portland, ME](#) | [Augusta, ME](#) | [Manchester, NH](#)

**Confidentiality notice:** This message is intended only for the person to whom addressed in the text above and may contain privileged or confidential information. If you are not that person, any use of this message is prohibited. We request that you notify us by reply to this message, and then delete all copies of this message including any contained in your reply. Thank you.

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**From:** Sue Look [<mailto:Sue.Look@raymondmaine.org>]

**Sent:** Friday, March 02, 2018 2:28 PM

**To:** Shana Cook Mueller; Philip Saucier

**Cc:** Marshall Bullock; Donald Willard

**Subject:** [EXTERNAL] Raymond's Budget-Finance Committee Ordinance Draft

Hi Shana and Philip,

Attached please find the proposed changes to the Budget-Finance Committee Ordinance. Could you please let us know if there are any issues or concerns you have with this, if at all possible, by Friday, March 9th? It will be going before the Select Board on March 12th and then, if approved by the Select Board, will go to Public Hearing on April 10th.

Thank you!

Sue Look  
Town Clerk of Raymond Maine  
207-655-4742

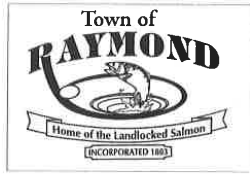
Sue Look  
Town Clerk of Raymond Maine  
207-655-4742

Sue Look  
Town Clerk of Raymond Maine  
207-655-4742

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## Quit Claim Deeds

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

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March 12, 2018

Anthony & Rebecca Rudball property is located at 5 Harman Rd (map 53 lot 36). The Town of Raymond foreclosed on that property for taxes due back in 2013. Payments have been made and all taxes, interest, and penalties are now paid in full.

Margaret M Kraft property is located at 14 Andersen Rd (map 1 lot 70). The Town of Raymond foreclosed on that property for taxes due back in 2010. She has been making tax payments and now has sold the property and all taxes, interest, and penalties are now paid in full.

Deep Cove Shores Realty Trust / Michael Hugo property located at 124 Deep Cove Rd (map 60 lot 17) land also located on Deep Cove Rd (map 60 lot 7). The Town of Raymond foreclosed on both property for taxes due back in 2011. He was making payments for a while and then filed for bankruptcy. From that time on we could not do anything until it was finalized through the courts. The case was closed, and the bank foreclosed on him and paid all the taxes, interest, and penalties. The total paid on 124 Deep Cove Rd was \$74578.50. The total paid on the land was \$3260.95.

**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 KRAFT MARGARET M 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 001, Lot 007

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 001, Lot 007, in the name of KRAFT MARGARET M and recorded in said Registry of Deeds.

BK 25536	PG 205	BK 26335	PG 322	BK 27261	PG 145
BK 27989	PG 92	BK 28886	PG 291	BK 29838	PG 52
BK 30940	PG 124	BK 31729	PG 78	BK 32517	PG 47
BK 33358	PG 188	BK 34141	PG 32		

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 TERESA SADAK, LAWRENCE TAYLOR, JOSEPH BRUNO, SAMUEL GIFFORD, AND ROLF OLSEN thereto duly authorized, this 12th day of March 2018.

THE INHABITANTS OF THE TOWN OF RAYMOND

\_\_\_\_\_ By: \_\_\_\_\_  
Witness to All TERESA SADAK, Selectman

\_\_\_\_\_ LAWRENCE TAYLOR, Selectman

\_\_\_\_\_ JOSEPH BRUNO, Selectman

\_\_\_\_\_ SAMUEL GIFFORD, Selectman

\_\_\_\_\_ ROLF OLSEN, Selectman

STATE OF MAINE  
CUMBERLAND, SS.

Personally, appeared the aforesaid Selectmen, known to me, this 12th day of March 2018 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 RUDBALL ANTHONY S, RUDBALL REBECCA M 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 053, Lot 036

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 053, Lot 036, in the name of RUDBALL ANTHONY S, RUDBALL REBECCA M and recorded in said Registry of Deeds.

BK 28887	PG 21	BK 29838	PG 194	BK 30940	PG 82
BK 31729	PG 139	BK 32517	PG 151	BK 33358	PG 290
BK 34141	PG 63				

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 TERESA SADAK, LAWRENCE TAYLOR, JOSEPH BRUNO, SAMUEL GIFFORD, AND ROLF OLSEN thereto duly authorized, this 12th day of March 2018.

THE INHABITANTS OF THE TOWN OF RAYMOND

\_\_\_\_\_  
Witness to All

By: \_\_\_\_\_  
TERESA SADAK, Selectman

\_\_\_\_\_  
LAWRENCE TAYLOR, Selectman

\_\_\_\_\_  
JOSEPH BRUNO, Selectman

\_\_\_\_\_  
SAMUEL GIFFORD, Selectman

\_\_\_\_\_  
ROLF OLSEN, Selectman

STATE OF MAINE  
CUMBERLAND, SS.

Personally, appeared the aforesaid Selectmen, known to me, this 12th day of March 2018 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 DEEP COVE SHORES REALTY TRUST, HUGO MICHAEL R TRUSTEE 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 060, Lot 017

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 060, Lot 017, in the name of DEEP COVE SHORES REALTY TRUST, HUGO MICHAEL R TRUSTEE and recorded in said Registry of Deeds.

BK 27261	PG 208	BK 27989	PG 143	BK 28886	PG 261
BK 29838	PG 34	BK 30940	PG 174	BK 31729	PG 43
BK 32517	PG 18	BK 33358	PG 279	BK 34140	PG 332

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 TERESA SADAK, LAWRENCE TAYLOR, JOSEPH BRUNO, SAMUEL GIFFORD, AND ROLF OLSEN thereto duly authorized, this 12th day of March 2018.

THE INHABITANTS OF THE TOWN OF RAYMOND

\_\_\_\_\_ By: \_\_\_\_\_  
Witness to All TERESA SADAK, Selectman

\_\_\_\_\_ LAWRENCE TAYLOR, Selectman

\_\_\_\_\_ JOSEPH BRUNO, Selectman

\_\_\_\_\_ SAMUEL GIFFORD, Selectman

\_\_\_\_\_ ROLF OLSEN, Selectman

STATE OF MAINE  
CUMBERLAND, SS.

Personally, appeared the aforesaid Selectmen, known to me, this 12 day of March 2018 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 DEEP COVE SHORES REALTY TRUST, HUGO MICHAEL R TRUSTEE 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 060, Lot 007

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 060, Lot 007, in the name of DEEP COVE SHORES REALTY TRUST, HUGO MICHAEL R TRUSTEE and recorded in said Registry of Deeds.

BK 27261	PG 207	BK 27989	PG 142	BK 28886	PG 262
BK 29838	PG 36	BK 30940	PG 173	BK 31729	PG 44
BK 32517	PG 17	BK 33358	PG 280	BK 34140	PG 331

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 TERESA SADAK, LAWRENCE TAYLOR, JOSEPH BRUNO, SAMUEL GIFFORD, AND ROLF OLSEN thereto duly authorized, this 12th day of March 2018.

THE INHABITANTS OF THE TOWN OF RAYMOND

\_\_\_\_\_ By: \_\_\_\_\_  
Witness to All TERESA SADAK, Selectman

\_\_\_\_\_ LAWRENCE TAYLOR, Selectman

\_\_\_\_\_ JOSEPH BRUNO, Selectman

\_\_\_\_\_ SAMUEL GIFFORD, Selectman

\_\_\_\_\_ ROLF OLSEN, Selectman

STATE OF MAINE  
CUMBERLAND, SS.

Personally, appeared the aforesaid Selectmen, known to me, this 12 day of March 2018 and acknowledged before me the foregoing instrument to be their free act and deed in their said capacity.

\_\_\_\_\_  
Notary Public



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# Abatement Request

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## Board of Selectmen – Agenda Item Request Form

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

Requested Meeting Date:

03/12/2018

Request Date:

03/01/2018

Requested By:

Curt Lebel, Assessors Agent

Address:

eMail:

Phone #:

---

### Category of Business (please check one):

Information Only

Public Hearing

Report

Action Item

Other - Describe

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Agenda Item Subject:

Consideration of tax abatement request

Agenda Item Summary:

Board will be asked to consider a tax abatement request received. A memo outlined recommended actions shall be included in the agenda packet

Action Requested/  
Recommendation:

Approve or deny abatements requested

Attachments to  
Support Request:

Memo and appropriate documents to be attached.

TOWN OF RAYMOND      Assessing Office

401 Webbs Mills Road   Raymond, Maine 04071  
Phone 207.655.4742 x51   Fax 207.655.3024  
[assessor@raymondmaine.org](mailto:assessor@raymondmaine.org)

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INTEROFFICE MEMORANDUM

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**TO:**            RAYMOND BOARD OF ASSESSORS  
**FROM:**        CURT LABEL, ASSESSORS AGENT  
**SUBJECT:**    TAX ABATEMENTS  
**DATE:**        3/8/2018  
**CC:**

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Dear Board Members,

I have one tax abatement request for the board's consideration. Applicant Thomas York has filed for tax abatement on his property at 29 Kings Grant (Tax Map 039-042) Applicant purchased .7 acres of land in 2015 for \$120,000 and constructed a new single family dwelling on the property in 2017. The Towns assessment of the completed home and land is \$536,300. Because of the closure of the Town office due to winter storm conditions, I am providing this memo for the boards' consideration without a great deal of background material. The material is on file, but not accessible at this time as I am writing this memo remotely while the Town office is closed.

Applicant filed a request for tax abatement and provides an opinion of value of \$425,000 from the Towns assessment of \$536,300. Applicant provided analysis comparing the subject property to abutters in the immediate area and highlights the difference in the cost per square foot of each home, revealing that the cost per square foot of the subject property is much higher than its neighbors. The applicant understands that the quality of the subject is higher than the comparable but does not feel that its translates into value for the property to the level of the towns assessment. The application also indicates that a realtor gave an opinion of value for the property of 425,000 although no data was presented as to how this was arrived at.

Given that this is a new home, with little to no depreciation, the Town requested that the applicant supply any appraisals conducted on the property, the construction cost contract for the new home and the insurance policy of the new home as they may provide corroborating data as to the market value of the property. The Applicant complied and provided each of the three items which each indicate a value in excess of \$500,000 for this property, rather than the requested \$425,000 assessment. The appraisal conducted for financing of the property was \$515,000-\$522,452 depending upon the approach used. The Construction contract was for \$403,996, which when added to the sale price of the land, which was \$120,000 indicates a value in the range of \$523,000. The insurance policy for replacement of the building is \$411,000 which, not including land, falls in line with the construction costs reported. All received indicators of value indicate that the Towns assessment of value is reasonable and much closer than the requested value of \$425,000. A property inspection was

requested, as the assessor's office was not able to fully inspect the property during construction, but due to the applicants' location out of state, could not be arranged.

It does appear that a couple of isolated sales in the Kings Grant area fall at the lower end of the Towns accepted assessment range. These properties may have been remodeled to greater extent prior to sale and should be looked at for the next assessment. It does not appear however that the Town is assessing the subject property at an assessment ratio which is manifestly higher than the Towns average ratio. All indicators, including those provided by the applicant upon request, appear to show that the Towns assessment is within acceptable range of what the property market value is on the date of assessment. I therefore recommend that the Assessors deny this request for abatement.

Sincerely,

Curt Lebel

Assessors Agent, Town of Raymond

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# Awarding the Boston Post Cane

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## BOSTON POST CANE NOMINATION FORM Raymond, Maine

Name of Nominee: Elizabeth Z. Stetson  
Nominee's address: 26 Crescent Shore Road  
Raymond, ME 04071  
Nominee's Date of Birth: 3/21/1918 Telephone #: 627-7468  
Year Nominee became a Raymond resident: 19 years ago?

Please attach proof of birth and residency when submitting form.

Name of Person Making Nomination: Rebecca Almstrom, Daughter  
Address: 26 Crescent Shore Rd.  
Raymond, ME 04071  
Telephone #: 627-7468  
Email Address: beckyalmstrom@gmail.com

Please forward form and attachments to: Town Clerk's Office  
401 Webbs Mills Road  
Raymond, Maine 04071

or

Fax: 207-655-3024

or

[sue.look@raymondmaine.org](mailto:sue.look@raymondmaine.org)

If you have any questions please call Sue Look, Town Clerk, at 207-655-4742 ext 121.

*We are having a party on her big day in March in  
Kincham. Please let me know asap if she will be the  
oldest resident. We would like to include all that  
can come that day to join us.*

The Commonwealth of Massachusetts

Certificate of Birth

Town of Hatfield, April 27 19 22

I, G. Louise Slysz, hereby certify that I hold the office of Town Clerk, of the Town of Hatfield, in the County of Hampshire and Commonwealth of Massachusetts; that the Records of Births, Marriages and Deaths in said Town are in my custody, and that the following is a true extract from the Record of Births, in said Town, as certified by me.

(Copy of Record)

Date of Birth . . . . . March 21, 1918
Full Name of Child . . . Elizabeth Zapka
Color, if other than white . . . -
Sex, and if Twin . . . Female
Place of Birth . . . . . Hatfield
Full Name of Father . . . John Zapka
Maiden Name of Mother . . Anna Bekamak
Residence of Parents . . Hatfield
Occupation of Father . . Farm Laborer
Birthplace of Father . . Austria
Birthplace of Mother . . Austria

Original Record
Filed Jan 4, 1919

Witness my hand and the Seal of said Town of Hatfield, on the day and year first above written.

[SEAL]

G. Louise Slysz Town Clerk.

# ***PROCLAMATION***

*Be it known that as of this date, March 12, 2018*

***Elizabeth Z Stetson***

*is the holder of the Town of Raymond's*

## ***BOSTON POST CANE***

*In 1909 the Boston Post Cane was donated by the Boston, Massachusetts newspaper the BOSTON POST to any New England town that qualified for and requested a cane to be held by the town's oldest citizen. Originally there were 431 canes throughout New England. The cane is African ebony with a 14 carat gold head inscribed thus: Presented by The BOSTON POST to the oldest citizen of Raymond, Maine to be transmitted. The original cane is displayed at the Raymond Town Office.*

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*Teresa Sadak, Chairman*

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# ZBA Appointment Changes

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## *Board of Selectmen*

*401 Webbs Mills Road  
Raymond, Maine 04071*

### **Appointment by Municipal Officers**

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 **Steve Warshaw** to be an alternate member of the Zoning Board of Appeals for a term ending June 30, 2018.

Given under our hands on the 12<sup>th</sup> day of March, 2018.

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

\_\_\_\_\_  
Rolf Olsen

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

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

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



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

### **Appointment by Municipal Officers**

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 **Eric Welch** to be a member of the Zoning Board of Appeals for a term ending June 30, 2019.

Given under our hands on the 12<sup>th</sup> day of March, 2018.

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

\_\_\_\_\_  
Rolf Olsen

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

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

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



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# LED Streetlight Update

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## LED STREET LIGHT PROJECT UPDATE

The Towns of Windham, Raymond, Standish and Gray jointly issued an RFP for professional services for the conversion of public street lighting to high efficiency LED fixtures and public ownership of the systems.

After issuing an RFP RealTerm Energy was selected for the project. This consultant has also been used by several other individuals and groups of municipalities for conversion projects across Maine

The first step is to determine if the conversion will yield significant savings by performing a system study by town. The following tasks will be accomplished by RealTerm, if the town elects to move forward.

- GIS lighting survey
- Street light acquisition plan from CMP
- Pilot projects in the communities to field test various fixtures
- Identification and selection of manufacturers and providers of equipment
- Consultation and recommendation on selection of installation contractor
- Photometric design – comprehensive lighting design to determine luminaire selection
- Smart Control Consultation
- Produce investment grade audit report that is sufficient to obtain lease purchase financing, if desired
- Conduct public information sessions if desired
- Assistance with any rebates or incentive applications
- Project management/Construction Administration
- Oversight of revised utilities charges to insure accuracy

Raymond has 115 street lights. The cost of the preliminary study is \$4404.50 or 115 lights x 38.30 per light. If Raymond decides not to go forward after the preliminary study the total increases to \$40.40/fixture or \$4646 to terminate. The study is required to get the data necessary to make an informed decision on whether to move forward or not. Consultant will provide cost information of outright ownership vs lease purchase as well as cost of contractual long-term system maintenance. The funding for the study is coming from unexpended funds in the current budget year in administrative contract fee line. The current balance is \$7454.93 leaving \$3047.43 after the completion of the study.