



Town of Raymond
Board of Selectmen ePacket
October 9, 2018
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Agenda



BOARD OF SELECTMEN Agenda

October 9, 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.

1) Call to order

2) Minutes of previous meetings

- a) September 11, 2018 – Regular meeting

3) Public Hearings

- a) Liquor License Renewal Application for A La Mexicana – Jose Chavez, owner of A La Mexicana
- b) Annual Changes to General Assistance – Don Willard, Town Manager

4) New Business

- a) Re-Consideration of a Warrant for Special Town Meeting – Sue Look, Town Clerk
As requested at the September 2018 Select Board Meeting, the Town Attorney was consulted and there is no longer a conflict for an individual to be a member of both the Planning Board and the Zoning Board of Appeals.
- b) Consideration of New Road Name – Sue Look, Town Clerk
The name Gamolith Way has been requested for properties at Map-Lot 008-038-B and 008-039-A (off Gore Road).
- c) RSU #14 Withdrawal Update – Teresa Sadak, Select Board Chair
- d) Consideration of Appointing Representatives to the RSU #14 Withdrawal Committee – Teresa Sadak, Select Board Chair

5) Public Comment

6) Selectman Comment

Selectman's Meeting Agenda (Page 1 of 2) October 9, 2018



**BOARD OF SELECTMEN
Minutes**

September 11, 2018

6:30pm – Regular Meeting

Broadcast Studio
423 Webbs Mills Road

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Select Board members in attendance: Rolf Olsen, Teresa Sadak, Lawrence Taylor, and Marshall Bullock

Select Board members absent: Samuel Gifford

Town Staff in attendance:

Don Willard – Town Manager
Curt Lebel – Contract Assessor
Bruce Tupper – Fire Chief
Cathy Gosselin – Assistant Fire Chief
Sue Look – Town Clerk

1) Called to order at 6:30pm by Chair Sadak

2) Minutes of previous meetings

a) August 21, 2018 – Regular meeting

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

Unanimously approved.

3) New Business

a) Presentation on Vaping – Laura Morris, Director of Be the Influence Coalition

"It is crucial that the Town Council be educated on the dangers of vaping for our youth and their developing brains to better understand how we can limit access to these products in our community."

Motion to table indefinitely by Olsen. Seconded by Bullock.

Unanimously approved.

b) Tax Commitment for FY2018-2019 – Curt Lebel, Contract Assessor

Selectman's Meeting Minutes (Page 1 of 4) September 11, 2018

Previous Meeting(s) Minutes



BOARD OF SELECTMEN Minutes

September 11, 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.

Select Board members in attendance: Rolf Olsen, Teresa Sadak, Lawrence Taylor, and Marshall Bullock

Select Board members absent: Samuel Gifford

Town Staff in attendance:

Don Willard – Town Manager
Curt Lebel – Contract Assessor
Bruce Tupper – Fire Chief
Cathy Gosselin – Assistant Fire Chief
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

a) August 21, 2018 – Regular meeting

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

Unanimously approved.

3) **New Business**

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"It is crucial that the Town Council be educated on the dangers of vaping for our youth and their developing brains to better understand how we can limit access to these products in our community."

Motion to table indefinitely by Olsen. Seconded by Bullock.

Unanimously approved.

b) Tax Commitment for FY2018-2019 – Curt Lebel, Contract Assessor

Selectman's Meeting Minutes (Page 1 of 4) September 11, 2018

This year has been a good year with new construction – about 27 new house permits taken out. Also, some subdivisions have started construction again. I am expecting more construction on the water front next year.

Evaluations came in at \$1,025,691,800 which is up about \$6,500,000 from last year.

The tax that the Assessors need to commit is about \$12,923,000 and is up about 3.1% over last year - \$388,000.

- Out of the increase 83% or \$322,000 is for Education.
- The Municipal levy will be up about \$24,000 or 6%.
- The County levy is up about \$14,000.
- The TIF District is up \$21,000, largely due to increases on the Personal Property within the district.

The overlay will be dependent on the mill rate the Assessors approve.

Last year's tax rate was \$12.30. The minimum rate for this year is \$12.60 which would yield an overlay of \$6,000. Each \$0.01 increase in the mill rate would add \$10,000 to the overlay.

Selectman Taylor – Were all 27 permits new builds?

Mr Lebel – The lakefront is more demo and rebuild, but inland is more new builds. We are 13 years out from the last revaluation and will likely begin to fall under valuation. A few years down the road we will need to begin talking about another valuation.

Selectman Olsen – The overlay is mostly for abatements. Do you see any problem areas?

Mr Lebel – I try to handle any known issues before commitment. The problem with abatements is they come out of nowhere. There could be some ramifications from the pipeline.

Motion to approve a mill rate of \$12.60 per \$1,000 of valuation for tax year 2018-2019 by Selectman Bullock. Seconded by Selectman Olsen.

Unanimously approved.

Mr Lebel – I should have the warrants prepared by noon tomorrow for you to sign.

c) Presentation of Public Safety Employee Recruitment & Retention Report – Bruce Tupper, Fire Chief

Chief Tupper and Assistant Chief Cathy Gosselin reviewed the plan that was included in the Select Board's ePacket. Possibly have regional training and one day regional wages with some of the surrounding towns that are similar in size to Raymond. Contributions to retirement tends to lean toward longevity. What would a full time Fire Department look like? Is it do-able? What we are doing now with scheduling is more cost effective for the Town.

Chair Sadak – I think we need to move this discussion in a workshop. I would like to see a salary step.

d) Approve Warrant for October Special Town Meeting – Sue Look, Town Clerk

Possible question of whether or not to allow citizens to serve on both the Planning

Board and the Zoning Board of Appeals. In the past the ZBA heard appeals of Planning Board decisions, but those appeals now go to the Maine Supreme Court. Now the ZBA only hears appeals of the Code Enforcement Officer's decisions.

Motion to approve scheduling the Special Town Meeting on October 9, 2018 by Selectman Bullock. Seconded by Selectman Taylor.

Town Clerk Look – This is correcting something that should have been put in place when the change to the Land Use and Shoreland Zoning were made.

Selectman Bullock – I would like Mary Costigan's opinion on this. I think we need to be a bit careful. Is there a conflict between the duties of the Planning Board and the duties of the ZBA.

Chair Sadak – We have someone who is willing to serve on both. Also, we are not attempting to push this through.

Louise Lester – I have a problem with this because I understood that we would only change ordinances at the Annual Town Meeting. You are allowing 1 person to have influence on 2 boards that are connected.

Town Clerk Look – If the warrant is not approved tonight contingent upon Mary Costigan's opinion, there will not be time to have enough notice for the citizens.

Unanimously failed.

e) Consideration of New Road Name – Kaela Gonzalez, Addressing Officer

Due to 911 Addressing Standards, a portion of Rolling Brook Road needs a new name to solve a numbering issue. The State of Maine 911 addressing contact for Raymond approved "East Rolling Brook Road" as an acceptable replacement.

Motion to approve new road name of "East Rolling Brook Road" by Selectman Taylor. Seconded by Selectman Bullock.

Selectman Olsen – Why on such a short road does the name need to be changed? Is it because this is a T intersection?

Chief Tupper – Roads that are closely named cause confusion. What I have done in the past is put a sign at the sign saying for example, 1-10 -> and 11-15 <-. It may be better to have a completely different name.

Unanimously failed.

Selectman Olsen – This is not to say that we do not want this fixed, but we want it fixed to the benefit of everyone.

Chief Tupper – Reminder that house numbers should be clearly visible on the house and the mailbox or end of the driveway.

4) **Public Comment**

None

5) **Selectman Comment**

Chair Sadak – I have been talking to people who attended the Special Town Meeting to begin the RSU 14 Withdrawal Process and the Age Friendly group, and have found that

communication in Town is not good. We need to find a better way to get the word out and I think we should investigate producing the Raymond Roadrunner again. We could run an ad to find interested people.

Selectman Bullock – I will contact Kelly Mack at the Windham Eagle to see if we could have a Raymond page.

Town Manager Willard – I have been pitching stories to the Eagle and we have had a number of stories lately.

Louise Lester – I would like to see a calendar of events each week.

6) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- October 9, 2018
- November 13, 2018

b) Reminder of Upcoming Holiday Schedule

- Monday, October 8th – Columbus Day

7) Treasurer's Warrant

Motion to approve Treasurer's Warrant for a total of \$190,907.53 by Selectman Olsen. Seconded by Selectman Bullock.

Unanimously approved.

8) Adjournment

Motion to adjourn at 8:17pm by Selectman Bullock. Seconded by Selectman Taylor.

Unanimously approved.

Respectfully submitted,

Susan L Look, Town Clerk

Public Hearing - Liquor License Renewal

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

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

PRESENT LICENSE EXPIRES _____

NEW application: ☐ Yes ☐ No

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

Requested inspection date: ASAP Business hours: M-S 11am-9pm

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input type="checkbox"/> CLUB w/o Catering (Class V) | <input type="checkbox"/> CLUB with CATERING (Class I) | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>Alisio LLC</u>	Business Name (D/B/A) <u>Ala Mexicana</u>
APPLICANT(S) – (Sole Proprietor) DOB:	Physical Location: <u>1227 Roosevelt Trail</u>
DOB:	City/Town State Zip Code <u>Raymond, ME 04071</u>
Address <u>1227 Roosevelt Trail</u>	Mailing Address <u>" "</u>
City/Town State Zip Code <u>Raymond ME 04071</u>	City/Town State Zip Code
Telephone Number Fax Number <u>207-655-9290</u>	Business Telephone Number Fax Number
Federal I.D. # <u>81-3620243</u>	Seller Certificate #: or Sales Tax #:
Email Address: Please Print <u>cravez_j8c29@yahoo.com</u>	Website:

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: 0 N/A

2. State amount of gross income from period of last license: ROOMS \$ — FOOD \$ 200,000 LIQUOR \$ 90,000

3. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

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

4. Do you own or have any interest in any another Maine Liquor License? ☒ Yes ☐ No

If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

Chp-2000-0000 Parma LLC (Use an additional sheet(s) if necessary.)

License # 243 Name of Business Portland Rd Bridgton, ME 04009
 Physical Location City / Town

5. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒
6. If manager is to be employed, give name: _____
7. Business records are located at: 1227 Roosevelt Trail Raymond, ME 04071
8. Is/are applicant(s) citizens of the United States? YES ☐ NO ☒
9. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐
10. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
Jose M Chavez Mendoza	9/29/80	Guadalajara, Jalisco, Mexico
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
602 Pipeline Rd Windham, ME 04062		
44 Milliken Mills Rd Old Orchard Beach, ME 04064		

11. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☒ NO ☐
- Name: Jose Manuel Chavez Mendoza Date of Conviction: 2005
- Offense: Driving w/o License Location: Atlanta, GA
- Disposition: Guilty (use additional sheet(s) if necessary)
12. Will any law enforcement official benefit directly in your license, if issued?
Yes ☐ No ☒ If Yes, give name: _____
13. Has/have applicant(s) formerly held a Maine liquor license? YES ☒ NO ☐
14. Does/do applicant(s) own the premises? Yes ☐ No ☒ If No give name and address of owner: Robert + Laurie Mason, Basco, Maine
15. Describe in detail the premises to be licensed: (On Premise Diagram Required) Mexican Restaurant
16. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES ☒ NO ☐ Applied for: Health / Food License + Serv Safe Certificates
17. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1 mile
- Which of the above is nearest? School
18. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☐ NO ☒
- If YES, give details: _____

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

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

Dated at: _____ on _____, 20 _____
Town/City, State Date

Please sign in blue ink

_____ Signature of Applicant or Corporate Officer(s)	_____ Signature of Applicant or Corporate Officer(s)
_____ Print Name	_____ Print Name

FEE SCHEDULE

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

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

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

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

This application must be completed and signed by the Town or City and mailed to:
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

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

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

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

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

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

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

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD).]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]

[2009, c. 81, §§1-3 (AMD).]

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

A. [1993, c. 730, §27 (RP).]

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

[1995, c. 140, §6 (AMD).]

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

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

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

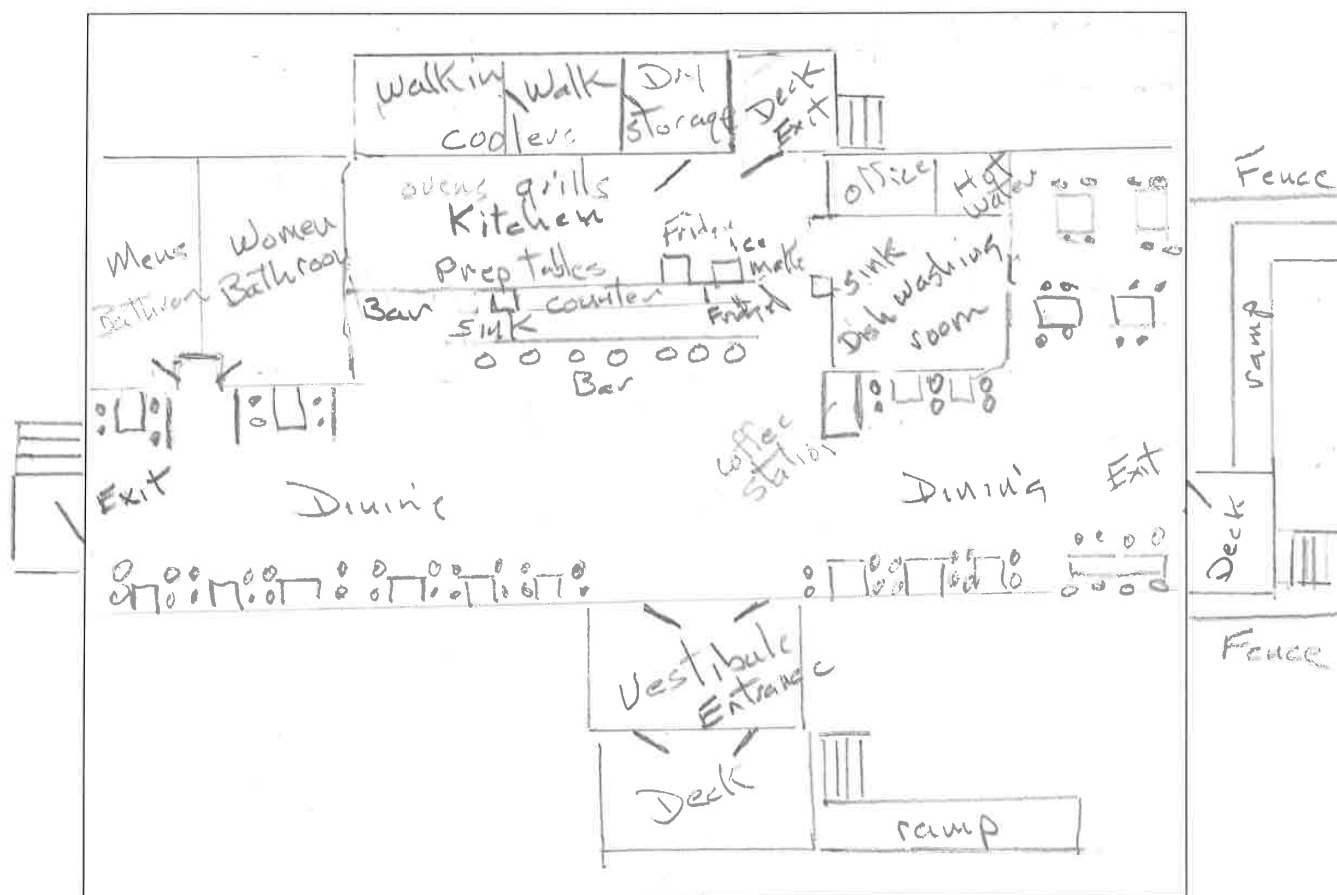
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov



ON PREMISE DIAGRAM (Facility Drawing/ Floor Plan)

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

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas with the following: • **Entrances** • **Office area** • **Kitchen** • **Storage Areas** • **Dining Rooms** • **Lounges** • **Function Rooms** • **Restrooms** • **Decks** • **All Inside and Outside areas that you are requesting approval.**





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

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

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

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

Please clearly complete this form in its entirety.

1. Exact legal name: VALISLO LLC
2. Doing Business As, if any: a la Mexicana
3. Date of filing with Secretary of State: 8/5/16 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:
N/A
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Jose Manuel Chavez Mendoza	62 Pipeline Rd Wincham, ME 04092	9/29/80	owner	100%
	44 Milliken Mills Rd Old Orchard Beach, ME 04064			

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

6. If Co-Op # of members: 1 (list primary officers in the above boxes)

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

Yes ☒ No ☒

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

Name: Jose Manuel Chavez Mendoza

Date of Conviction: 2005

Offense: Driving w/o license

Location of Conviction: Atlanta, GA

Disposition: Guilty

Signature:

Jose M Chavez
Signature of Owner or Corporate Officer

9/5/18
Date

Jose M Chavez Mendoza

Print Name of Owner or Corporate Officer

Submit Completed Forms to:

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



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0008
TELEPHONE: (207) 624-7220
FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

NOTICE

To avoid any delay in the processing of your application and issuance of your liquor license, please make sure that:

1. You completed the application in full. (Please allow us up to 30 days to process)
2. Application is signed by the owner(s), corporate officer(s).
3. The application is signed by the Town or City Municipal Officers or County Commissioners.
4. The license fee is correct, you have included the \$10.00 filing fee and the check is made out to Treasurer, State of Maine.
5. Your room, food and liquor gross income for the year is filled in (if applicable).
6. A diagram of the premises to be licensed accompanies the application.
7. If business is located in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
8. Corporations, limited liability companies, partnerships must complete and submit the Corporate Information Required for Business Entities who are Licensees.
9. If not a publicly traded entity, ownership must add up to 100%.

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)

Bruce Tupper
Chief



Cathy Gosselin
Deputy Chief

FIRE/RESCUE

1443Roosevelt Trail
Raymond, Maine 04071

Emergency 9-1-1

Chief's Office 655-1187

Dispatch 655-7851

September 20, 2018

To: Raymond Board of Selectmen
CC: Sue Look - Raymond Town Clerk
From: Wayne C. Jones - Raymond Fire Inspector
RE: 1227 Roosevelt Trail / A La Mexicana - Liquor License Application

On September 14, 2018, the Raymond Fire Rescue Department performed a Life Safety inspection of A La Mexicana Restaurant located at 1227 Roosevelt Trail. The fire inspection was performed to insure compliance with conditions of approval for issuance of a Certificate of Occupancy (C of O) for this business. Life Safety and fire protection requirements for C of O approval had been met at the time of this inspection (except for posting the street address on both sides of the business sign).

The owner, Laurie Mason, is working on correcting the deficiency noted above. It is anticipated that this deficiency will be corrected prior to your review of this application. In addition, the access road on the Entrance/Exit ramp side of this facility will be posted "Fire Lane", "No Parking" to provide for emergency vehicle access to this facility.

Based upon this inspection, it is the determination of the Raymond Fire Rescue Department that there are no fire / life safety violations or deficiencies that would prohibit this occupancy from being issued the license under review.

Enclosed please find a copy of the Fire Rescue Department Inspection Form for this fire / life safety inspection. Please feel free to contact me with any questions.

Yours in Fire Safety,

Wayne C. Jones
Fire Inspector
Raymond Fire Rescue Department
wayne.jones@raymondmaine.org
207-894-4046

Cc: File, Scott Dvorak; CEO, Bruce Tupper; Fire Chief, Laurie Mason; Jose M. Chavez Mendoza



Form: Annual 18-0331

Raymond Fire & Rescue

Occupancy: **Raymond Diner**
Occupancy ID: **Roosevelt 1227**
Address: **1227 Roosevelt TRL**
Raymond ME 04071

Inspection Type: **New or Change of Occupancy**

Inspection Date: **9/14/2018**

By: **Jones, Wayne (JONESW)**

Time In: **10:00**

Time Out: **11:30**

Authorized Date: **Not Authorized**

By:

W. Jones

Inspection Description:

Annual Inspection Form
New and Change of Use Inspection Form

Inspection Topics:

General

Address numbers 3 inches high visible from street.

Raymond Addressing Ordinance Article 6. Numbers must be a contrasting color to the background. Address numbers are critical to emergency personnel in finding people who may need assistance or aid in an emergency.

Status: Information

Notes: Is a condition of the C of O, will be corrected prior to signing the Occupancy Permit.

Posted Maximum Occupancy signs at room entrances where required.

Assembly uses shall have an Occupancy Permit issued by the Raymond Fire Department.

Status: PASS

Notes: Will be Provided by Fire Inspector, 9/2018

Is a Knox Box installed. Are the keys current?

All properties protected by a Fire Alarm System and/or a Fire Suppression System shall have a Knox Box with current keys to the property. Raymond Fire Protection Ordinance Article 5 Section 1

Status: PASS

Notes:

Other

Other General Comments

Status: PASS

Notes:

Housekeeping

Boiler, mechanical, and electrical panel rooms shall not be used for storage.

Combustible materials in these equipment rooms often get put too close to sources of heat and a fire will likely result.

Status: PASS

Notes:

Clean grease filters and hood/duct system over cooking equipment.

Regular cleaning of the hood, duct, and filters will eliminate flammable grease build-up and provide proper ventilation of hood through the exhaust outlet.

Status: PASS

Notes:

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Page 1 of 7

<p>Locate all dumpsters at least 10 feet from the building or overhangs.</p> <p>Dumpsters are a common fire target of vandals. Moving the dumpster away will reduce the risk of a fire spreading to the building.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Are combustible wastes properly stored in containers.</p> <p>Combustible waste like grease can be hazardous if not properly stored.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Other</p> <p>Other Housekeeping Comments</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Exits</p>
<p>Are all required exits marked?</p> <p>[NFPA 101 7.10] Means of egress exits, other than the main entrance to a room or space that is obviously and clearly identifiable, must be marked as an exit to direct egress in an emergency.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Are emergency egress light fixtures installed and operational?</p> <p>Test battery and check for broken or missing light fixtures.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Are exit doors clear of obstructions, snow and ice?</p> <p>101:7.1.10 Doors in means of egress or escape shall be maintained free of obstructions, including snow and ice.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Are there dead ends longer than 20 feet?</p> <p>Maximum dead end is 20 feet with the following exceptions: The following occupancies in buildings with fire sprinkler systems have increased dead end lengths. Business:</p> <p>Status: PASS</p> <p>Notes:</p>
<p>If the occupancy is more than 50 persons, are exit doors equipped with panic or fire exit hardware?</p> <p>Include reference</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Unlock all required and marked exit doors during business hours.</p> <p>Locked exit doors make it impossible for occupants to escape in an emergency.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Remove storage from exit stairs.</p> <p>Items stored beneath or in exit stairs present a fire risk that can endanger persons using that escape route.</p> <p>Status: PASS</p> <p>Notes:</p>

<p>Other</p> <p>Other Exit Comments</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Hazardous Materials</p>
<p>Are flammable materials stored closer than 10 feet from the building.</p> <p>Fuel oil, propane, and other flammable liquids, gases, or solids must be stored more than 10 feet from any building or structure. Raymond Fire Protection Ordinance Article 6.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Are quantities of hazardous materials maintained below established limits?</p> <p>The Fire Code establishes maximum quantities of hazardous materials that can be stored and used in an occupancy without classifying the occupancy as hazardous.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Provide spill protection and proper storage for flammable liquids in containers larger than 10 gallons.</p> <p>Flammable liquids can readily accelerate the spread of a fire. Confining flammable liquids in individual containers larger than 10 gallons must be in appropriately designed storage and provide a means of spill protection when in use to reduce the hazard.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Store Class 1 liquids in approved containers.</p> <p>Class 1 flammable liquids are highly flammable and should only be used in small quantities for approved purposes and stored in approved storage cabinets.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Other</p> <p>Other Hazardous Material Comments</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Construction</p>
<p>Are Means of Egress components compliant with construction requirements?</p> <p>Elements of a Means of Egress must meet construction requirements and be kept clear of obstacles at all times.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Are Means of Egress Clear?</p> <p>[NFPA 101 7.1.10] A means of egress shall be continuously maintained free of obstructions.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Are required occupancy separations constructed properly?</p> <p>Required fire barriers for separation of occupancies must be full height and sealed at floor, walls and roof/ceiling assemblies. All penetrations shall be properly protected with either a joint or through penetration sealant system.</p> <p>Status: PASS</p> <p>Notes:</p>

Seal unapproved openings with approved material.

Flame, smoke, and hot gases can easily travel through holes and pipe chases, thus creating more damage and a hazard to occupants.

Status: **PASS**

Notes:

Keep attic and scuttle covers closed, and ceiling tiles in place.

Ceilings are an integral part of the building fire protection. If kept in place, the ceiling will protect roof structures from premature collapse.

Status: **PASS**

Notes:

Other

Other Construction Comments

Status: **PASS**

Notes:

Fire Extinguishers

Are portable fire extinguishers properly mounted, charged and inspected?

Portable fire extinguishers need to be routinely checked to maintain usefulness.

Status: **PASS**

Notes:

Mount extinguishers where readily available, not more than 4 feet above floor.

Extinguishers must be easily within reach of all occupants, but not where they will be subject to damage.

Status: **PASS**

Notes:

Other

Other Fire Extinguisher Comments

Status: **PASS**

Notes:

Fire Alarm

Is a monitored fire detection and alarm system installed?

Raymond Fire Protection Ordinance Article 5 requires all commercial, assembly and public occupancies over 1000 sf to have a monitored fire alarm system.

Status: **PASS**

Notes:

Has a current fire alarm test report on file with the Raymond Fire Department.

Raymond Fire Protection Ordinance (Article 5 Section 1) requires an annual fire alarm test report be filed with the Office of the Fire Inspector before January 1 each year.

Status: **PASS**

Notes:

Are carbon monoxide detectors installed?

Carbon monoxide is a colorless, odorless gas that can create a life threatening situation without warning. Carbon Monoxide detectors are recommended in all occupancies. Carbon Monoxide detectors are required in all occupancies with sleeping rooms or areas and Day Cares Occupancies.

Status: **PASS** - NOTE: NON-APPLICABLE

Notes:

Other

Other Fire Alarm Comments

Status: **PASS**

Notes:

Fire Sprinkler
<p>Is a fire sprinkler system installed?</p> <p>Installed fire sprinkler systems shall comply with NFPA101:9.7 for the type hazard being protected.</p> <p>Status: Not Applicable</p> <p>Notes:</p>
<p>Is the main valve open and secured with an operational tamper switch?</p> <p>The main source of water supply must always be open unless maintenance is being performed. A trouble alarm must be activated in the fire alarm system if the valve is not in the full open position.</p> <p>Status: Not Applicable</p> <p>Notes:</p>
<p>Remove obstacles within 18 inches of sprinkler heads. (36 inches if sprinkler heads are installed more than 12 feet above the floor)</p> <p>Obstacles stored or installed too close to sprinkler heads will not allow adequate coverage to properly protect the area from fire.</p> <p>Status: Not Applicable</p> <p>Notes:</p>
<p>Maintain access to and operation of standpipes, fire hose, sprinkler valves, fire hydrants, fire extinguishers, and other fire protection equipment</p> <p>Fire protection equipment must have clear access and be operational at all times to be effective in an emergency.</p> <p>Status: Not Applicable</p> <p>Notes:</p>
<p>If the system includes a pump, is the power supply monitored.</p> <p>If a pump is required to provide the hydraulic pressure to the sprinkler system, the pump's power supply must be monitored by the fire alarm system. A trouble alarm shall be activated if power to the pump is lost.</p> <p>Status: Not Applicable</p> <p>Notes:</p>
<p>Other</p> <p>Other Fire Sprinkler Comments</p> <p>Status: Not Applicable</p> <p>Notes:</p>
Electrical Systems
<p>Are electrical systems properly installed?</p> <p>Electrical systems shall be installed to comply with NFPA 70 National Electric Code. Improperly installed systems present a significant fire and life safety danger.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Discontinue use of extension cords as permanent wiring.</p> <p>Extension cords do not afford the durability, safety and protection from shock or fire. No more than (1) one 6-outlet surge protected power strip should be used on any circuit.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Each outlet box shall have a cover faceplate or fixture canopy.</p> <p>Covers protect people from being shocked by exposed wires, prevent spread of electrical current, and heat and flame during short circuits.</p> <p>Status: PASS</p> <p>Notes:</p>

<p>Label all circuit breakers and provide blank panels for spares.</p> <p>Proper identification of the areas served by a circuit breaker is important during an emergency.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Maintain at least 30 inches clearance in front of electrical panel.</p> <p>Access to electrical panels must be cleared to allow for general inspection and emergency shutdown.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Heating System</p>
<p>Are any unvented fuel fired heated equipment in use?</p> <p>Unvented fuel-fired heating equipment, other than gas space heaters in compliance with NFPA 54 National Fuel Gas Code, shall be prohibited.</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Are all heating appliances protected from clients touching hot surfaces or open flame.</p> <p>Any heating equipment in spaces occupied by clients shall...protect clients from hot surfaces and open flames...</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Other</p> <p>Other Heating System Comments</p> <p>Status: PASS</p> <p>Notes:</p>
<p>Other Comments</p>
<p>Additional Inspection Items</p> <p>Enter additional inspection comments</p> <p>Status: PASS</p> <p>Notes: Hood system cleaned by Rappette Hood Corporation (08/2018) with certifying label (6-month certificate) attached to the grease hood.</p> <p>Hood suppression system serviced and tested by FireSafe Equipment (on 4/18/18) with the Installation Compliance Test Report (including gas shut-off test) submitted. <i>ALSO 9/6/2018 REDET SUBMITTED PRIOR TO COFO</i> (initials)</p> <p>Fire Alarm system installed according to Raymond Fire Alarm and Construction Permit with the following items waived or altered (by Fire Inspector Wayne C. Jones) as follows:</p> <ol style="list-style-type: none"> 1. Knox Box Tamper Switch waived by Fire Inspector. Knox Box located at rear Exit Door. 2. Second remote Exit from outdoor seating waived = 48" door for outside exit from this area. 3. Smoke detector in bathrooms: changed from smoke detectors to 135 degree Rate of Rise detectors. 4. Smoke detector located in cooler waived (not a feasible location for operation of a smoke detector per Seacoast Security). New smoke detector added to the dry storage area next to Cooler entrance door. 5. Smoke Detector in Kitchen Scullery waived in lieu of Rate of Rise and two smoke detectors in area of Scullery. 6. Fire Alarm keypad (Honeywell Vista 128FBPT) located next to Main Exit / Entrance doors. <p>NFPA 72 Inspection and Test document provided to Raymond Fire Rescue Department for this fire alarm installation.</p> <p>Fire Alarm system was tested by Fire Inspector/Seacoast Security during C of O inspection on 09/14/2018. One each of smoke, heat and pull stations tested. Checked for proper point addressing to monitoring station through to CCRCC, and total time testing from activation to receipt at CCRCC of less than three minutes (Max. response time of 1017 hrs to 1019 hrs).</p> <p>Photos taken of inside and outside of the facility on day of inspection.</p>

Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
Administrative	9/18/2018 11:00:00 AM	9/18/2018 1:00:00 PM
Notes: Add data to Records Management System (ER) for Raymond Fire Rescue Department.		

Total Additional Time: 120 minutes**Inspection Time: 90 minutes****Total Time: 210 minutes****Summary:****Overall Result:** Passed

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

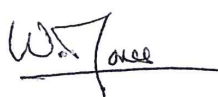
Inspector Notes: Passed with Conditions: 1. Street address added to both sides of business sign in 4" bold numbers of contrasting color (black). 2. "Fire Lane", "No Parking", "Vehicle Towed at Owner's expense" signs installed on building side of access road (along entrance/exit ramp to end of access roadway terminating at Pine St. end of the building). 3. Engineer certification of Entrance/Exit ramp and deck in accordance with CEO requirements.

Closing Notes:

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

Inspector:

Name: Jones, Wayne
Rank: Firefighter



9/18/2018

Summary of GA Ordinance Changes
FY October 1, 2018 to September 30, 2019

Overall Maximums

	Persons in Household				
Year	1	2	3	4	5*
2017-2018	\$1,002	\$1,131	\$1,431	\$1,931	\$2,0
2018-2019	\$1,058	\$1,159	\$1,483	\$1,986	\$2,3

** Add \$75 for each additional person*

Housing Maximums

		Unheated		Heated	
Year	Bedrooms	Weekly	Monthly	Weekly	Monthly
2017-2018	0	\$196	\$844	\$219	\$9
2018-2019		\$208	\$892	\$231	\$9
2017-2018	1	\$219	\$943	\$247	\$1,0
2018-2019		\$224	\$963	\$253	\$1,0
2017-2018	2	\$285	\$1,227	\$315	\$1,3
2018-2019		\$289	\$1,244	\$325	\$1,3
2017-2018	3	\$386	\$1,658	\$428	\$1,8
2018-2019		\$395	\$1,700	\$439	\$1,8
2017-2018	4	\$412	\$1,771	\$464	\$1,9
2018-2019		\$457	\$1,964	\$510	\$2,1



Maine Department of Health and Human Services
Office for Family Independence
19 Union Street
11 State House Station
Augusta, Maine 04333-0011

PAUL R. LEPAGE
GOVERNOR

BETHANY L. HAMM
ACTING COMMISSIONER

TO: Municipal Officials/Welfare Directors/General Assistance Administrators
FROM: Sara Russell, General Assistance Program Manager
RE: 2018-2019 General Assistance Ordinance Maximums
DATE: August 30, 2018

Enclosed please find the following items:

- MMA's new (October 1, 2018–September 30, 2019) **“General Assistance Ordinance Appendix” (A - D)**.
- **“GA Maximums Summary Sheet”** which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- **“GA Maximums Quick Reference Sheet”** which consolidates GA maximums onto one form. This is meant to be a quick reference tool for municipal officials administering GA. A copy is being sent to your municipality based on your specific maximums.
- **“GA Maximums Adoption Form”** which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*

Appendix A – D

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

PHONE: (207) 624-4168 Toll-Free: (800) 442-6003 TTY USERS: Dial 711 (Maine Relay) FAX: (207) 287-3455

2018-2019 GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	733	814	1,032	1,294	1,748
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	693	697	908	1,137	1,297
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	669	736	932	1,193	1,461
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond , Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,058	1,159	1,483	1,986	2,303
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	989	1,039	1,382	1,749	2,433
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	784	831	1,091	1,593	1,820

Appendix A
Effective: 10/01/18-09/30/19

COUNTY	1	2	3	4	5*
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	786	875	1,017	1,345	1,636
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	766	884	1,098	1,487	1,515

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

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	622	662	773	1,016	1,112
Franklin County	650	680	807	1,005	1,431
Hancock County	698	798	1,009	1,274	1,397
Kennebec County	727	756	944	1,241	1,326
Knox County	759	765	944	1,210	1,344
Lincoln County	788	845	1,004	1,259	1,503
Oxford County	694	699	839	1,221	1,426
Piscataquis County	615	681	843	1,115	1,238
Somerset County	679	714	859	1,156	1,219
Waldo County	696	761	903	1,231	1,389
Washington County	679	683	840	1,062	1,212

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

2018-2019 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2018, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155

Note: For each additional person add \$144 per month.

2018-2019 GA Housing Maximums (Heated & Unheated Rents)

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

Non-Metropolitan FMR Areas

<u>Aroostook County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	112	483	131	565
1	115	496	140	600
2	133	572	163	700
3	180	776	217	932
4	192	826	236	1,016
<u>Franklin County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	119	511	138	593
1	120	514	144	618
2	141	606	171	734
3	178	765	214	921
4	266	1,145	310	1,335
<u>Hancock County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	124	535	147	633
1	140	602	169	726
2	183	788	215	924
3	230	988	273	1,175
4	246	1,058	299	1,285
<u>Kennebec County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	131	564	154	662
1	131	564	159	684
2	168	724	200	859
3	222	955	266	1,142
4	230	987	282	1,214

Appendix C
Effective: 10/01/18-09/30/19

Non-Metropolitan FMR Areas

<u>Knox County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	139	596	161	694
1	139	596	161	694
2	168	724	200	859
3	215	924	258	1,111
4	234	1,005	287	1,232
<u>Lincoln County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	145	625	168	723
1	151	649	180	773
2	182	783	214	919
3	226	973	270	1,160
4	271	1,164	323	1,391
<u>Oxford County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	123	528	146	629
1	123	528	146	629
2	140	600	175	754
3	218	935	261	1,122
4	253	1,087	306	1,314
<u>Piscataquis County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	110	474	130	559
1	119	512	144	619
2	149	640	179	771
3	203	871	240	1,032
4	220	946	266	1,142
<u>Somerset County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	120	517	143	614
1	121	519	149	642
2	147	631	180	774
3	202	870	246	1,057
4	205	880	257	1,107

Appendix C
Effective: 10/01/18-09/30/19

Non-Metropolitan FMR Areas

<u>Waldo County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	530	147	631
1	131	565	160	689
2	159	683	190	818
3	220	945	263	1,132
4	244	1,050	297	1,277
<u>Washington County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	119	513	143	614
1	119	513	143	614
2	140	601	176	755
3	181	776	224	963
4	203	873	256	1,100

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	132	567	155	668
1	144	618	173	742
2	185	793	220	947
3	234	1,008	278	1,195
4	328	1,409	380	1,636
<u>Penobscot Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	527	146	628
1	123	527	146	628
2	156	669	191	823
3	198	851	241	1,038
4	223	958	276	1,185
<u>Lewiston/Auburn MSA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	117	503	140	604
1	125	540	154	664
2	165	711	197	847
3	211	907	254	1,094
4	261	1,122	314	1,349

Appendix C
Effective: 10/01/18-09/30/19

Metropolitan FMR Areas

<u>Portland HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	208	892	231	993
1	224	963	253	1,087
2	289	1,244	325	1,398
3	395	1,700	439	1,887
4	457	1,964	510	2,191
<u>York/Kittery/S. Berwick HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	192	824	215	924
1	196	843	225	967
2	266	1,143	302	1,297
3	340	1,463	384	1,650
4	487	2,094	540	2,321
<u>Cumberland Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	144	618	167	719
1	148	635	177	759
2	202	868	234	1,006
3	304	1,307	347	1,494
4	344	1,481	397	1,708
<u>Sagadahoc Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	623	168	721
1	158	679	187	803
2	185	795	217	932
3	246	1,059	290	1,246
4	302	1,297	354	1,524
<u>York Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	140	600	163	701
1	160	688	189	812
2	203	875	236	1,013
3	274	1,201	323	1,388
4	274	1,201	326	1,403

APPENDIX D - UTILITIES

ELECTRIC

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

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

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

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

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

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

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

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

APPENDIX E - HEATING FUEL

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

FOR MUNICIPAL USE ONLY

2

MMA
08/19

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

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

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

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

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

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

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

FOR MUNICIPAL USE ONLY

3

MMA
08/19

GENERAL ASSISTANCE ORDINANCE

APPENDICES A-D

2018-2019

The Municipality of _____ adopts the MMA Model Ordinance GA Appendices (A-D) for the period of Oct. 1, 2018—September 30, 2019. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

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

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

Proposed Special Town Meeting Warrant

Town of Raymond
November 13, 2018
SPECIAL TOWN MEETING WARRANT

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

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Raymond, qualified by law to vote in Town affairs, to meet at the Broadcast Studio at 423 Webbs Mills Road in said town on Tuesday, November 13, 2018, at 6:00 P.M., then and there to act on Articles 1 through 2 as set out below.

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

ARTICLE 2: Shall an ordinance entitled 'TOWN BOARDS, COMMITTEE, & COMMISSIONS MEMBERSHIP' be further amended by adding the underscored language and deleting the language in strikeover type as shown below?

NOTE OF EXPLANATION: Prior to June 2016, the Zoning Board of Appeals (ZBA) reviewed any appeals of decisions made by the Planning Board and therefore it was considered incompatible for a person to be on both the ZBA and the Planning Board. At the Annual Town Meeting vote on June 7, 2016, Section 16.G of the Shoreland Zoning Provisions and Article 6 of the Land Use Ordinance were changed to require all appeals of Planning Board decisions to be sent to Superior Court. These changes to the ordinances resulted in removing the incompatibility of serving on both the Planning Board and ZBA, but the Town Boards, Committees & Commissions Membership ordinance was not updated to reflect the change. This vote will make the correction.

TOWN BOARDS, COMMITTEES, & COMMISSIONS MEMBERSHIP

Adopted March 1980
Amended March 1982
Amended June 5, 2018
Amended November 13, 2018

Purpose. This Ordinance shall govern the membership of the boards, committees and commissions of the Town of Raymond specified herein.

Elected Officials. No person shall hold more than one elective office of the Town, i.e. as a member of the Board of Selectmen, the RSU #14 Board of Directors or the Budget and Finance Committee. No person holding one such elective office shall be a voting or associate member of the Zoning Board of Appeals or the Planning Board of the Town of Raymond.

However, a person holding an elective office may serve as a non-voting, ex-officio member of any body as otherwise specifically provided by ordinance and may serve as the moderator at any Town Meeting.

~~**Membership on Multiple Appointed Bodies.** No person shall be a voting or associate member of more than one of the following Town bodies: the Zoning Board of Appeals or the Planning Board, but a member of any such body may be a member of any other appointed body of the Town.~~

Conflict of Interest. All members will abide by the rules for Conflict of Interest pursuant to 30-A MRSA §2605.

Given under our hands this 13th day of November AD 2018.

Teresa Sadak, Chairman

Rolf Olsen, Vice Chair

Marshall Bullock, Parliamentarian

Samuel Gifford

Lawrence Taylor

I attest that this is a true copy.

Susan L Look
Town Clerk

Consideration of New Road Name

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: 10/09/2018

Request Date: 09/20/2018

Requested By: Kaela Gonzalez, Addressing Officer

Address:

eMail:

Phone #:

Category of Business (please check one):

☐ Information Only

☐ Public Hearing

☐ Report

☒ Action Item

☐ Other - Describe

Agenda Item Subject: Consideration of new road name

Agenda Item Summary: Resident Lisa Friedlander for Map 008/038/B00 and 008/039/A00 has requested "Gamolith Way" as the road name to serve those two properties.

Action Requested/
Recommendation: Approval of "Gamolith Way"

Attachments to
Support Request:

For Selectmen's Office Use Only

Date Received: _____

Approved for inclusion: ☐ Yes ☐ No

Date Notification Sent: _____

Meeting Date: _____

DOE Letters - RSU #14 Withdrawal Process



PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

ROBERT G. HASSON, JR., Ed.D.
COMMISSIONER

September 28, 2018

Town Clerk
Board of Selectmen
Town of Raymond
401 Webbs Mills Road
Raymond, ME 04071

Dear Raymond Town Clerk and Board of Selectmen:

By letter dated August 21, 2018, this office was informed that by referendum on August 14, 2018, the voters of the Town of Raymond voted in favor of submitting a petition to Regional School Unit No. 14 and to the Commissioner for the formation of a withdrawal committee.

This August 21, 2018 correspondence included an explanation for why the Town of Raymond wants to withdraw from RSU 14. The Department of Education has received a certified copy of the petition adopted by the voters, including the affirmative and negative votes cast.

The warrant article voted upon on August 14, 2018, complies with the requirements of the statute and the official vote tally shows 178 voters in favor and 121 voters opposed to the question; the vote included authorizing an expenditure not to exceed \$50,000.00 by the withdrawal committee.

Under 20-A MRSA §1466(4)(A), the Commissioner of the Department of Education must direct you, as the municipal officers, to select representatives to a withdrawal committee as prescribed by statute. The first meeting of the withdrawal committee must be held within 30 days of the written notice of the vote.

Sincerely,

Robert G. Hasson, Jr., Ed.D.
Commissioner of Education

cc: Superintendent, RSU 14
Board Chair, 14

RGH/pg

OFFICES LOCATED AT THE BURTON M. CROSS STATE OFFICE BUILDING
PHONE (207) 624-6600 FAX: (207) 624-6700 TTY USERS CALL MAINE RELAY 711

AN EQUAL OPPORTUNITY EMPLOYER
ONLINE: WWW.MAINE.GOV/DOE



STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

PAUL R. LEPAGE
GOVERNOR

ROBERT G. HASSON, JR., Ed.D.
COMMISSIONER

September 28, 2018

Janis Cummings, Raymond Director
Anna Keeney, Raymond Director
Kate Leveille, Raymond Director
RSU 14
228 Windham Center Road
Windham, ME 04062

Dear Ms. Cummings, Ms. Keeney, and Ms. Leveille:

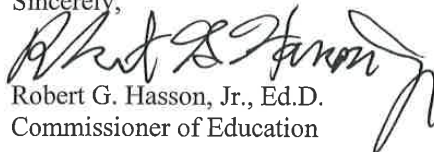
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The warrant article voted upon on August 21, 2018, complies with the requirements of the statute and the official vote tally shows 178 voters in favor and 121 voters opposed to the question; the vote included authorizing an expenditure not to exceed \$50,000.00 by the withdrawal committee.

Under 20-A MRSA §1466(4)(A), the Commissioner of the Department of Education must direct you, as the directors of the regional school unit board representing the petitioning municipality, to decide which one of you will serve on the withdrawal committee as prescribed by statute. Also in accordance with this statute, the chair of the regional school unit board shall call the first meeting of the withdrawal committee within 30 days of receipt of the written notice of the vote and the chair of the regional school unit board shall open the meeting by presiding over the election of the chair of the withdrawal committee.

Sincerely,


Robert G. Hasson, Jr., Ed.D.
Commissioner of Education

cc: Superintendent, RSU 14
Board Chair, RSU 14
Raymond Board of Selectmen

RGH/pg

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