



Town of Raymond
Board of Selectmen ePacket
May 11, 2021

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Agenda



BOARD OF SELECTMEN Agenda

May 11, 2021

6:30pm – Regular Meeting

Via Zoom & on YouTube

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) April 13, 2021
- b) April 28, 2021

3) New Business

- a) Presentation of Spirit of America Award – Rolf Olsen, Chair
- b) Consideration of a Liquor License Extension – Kyle Bancroft, Café Sebago
- c) Consideration of a Liquor License Renewal – Rob & Pam Wing, The Beacon
- d) Consideration of Recycler License for Raymond Service Center – Alex Sirois, CEO
- e) Shaker Woods Status Update – Alex Sirois, CEO, and Cathy Gosselin, Health Officer
- f) Consideration of Reactivating the Recycling Committee to Study the Viability of Recycling – Kevin Oliver, Budget-Finance Committee Member and Manufacturer Rep for 12-15 companies (including waste management companies)

4) Public Comment

5) Selectman Comment

6) Town Manager's Report and Communications

- a) **Confirm Dates for Upcoming Regular Meetings**
 - June 15, 2021
 - July 13, 2021

Selectman's Meeting Agenda (Page 1 of 2) May 11, 2021

b) Reminder of Upcoming Holiday Schedule

- Monday, May 31, 2021 – Memorial Day

c) Reminder of Upcoming Election Schedule

- June 3, 2021 – Deadline to request Absentee Ballots
- June 8, 2021 – Election Day
 - 1) Election of Municipal Officers, Town Meeting Warrant (voted via secret ballot), and RSU 14 Questions
 - 2) Polls open from 7:00am to 8:00pm at JSMS Gym

7) Executive session

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

8) Adjournment

Previous Meeting Minutes - 4/13/2021



BOARD OF SELECTMEN Minutes

April 13, 2021

6:30pm – Regular Meeting

Via Zoom & on YouTube

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, Marshall Bullock, Teresa Sadak, Samuel Gifford

Select Board members absent: Lawrence Taylor

Town Staff in attendance:

Don Willard – Town Manager
Alex Aponte – Finance Director
Alex Sirois – Code Enforcement Officer
Nathan White – Public Works Director
Bruce Tupper – Fire Chief
Cathy Gosselin – Deputy Fire Chief
Wayne Jones – Fire Inspector
Sue Carr – Tax Collector
Curt Lebel – Contract Assessor
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

a) February 9, 2021

Motion to approve as presented by Selectman Gifford. Seconded by Selectman Sadak.

Unanimously approved

3) **Public Hearing**

a) Proposed Ordinance Changes ADD DESCRIPTIONS FOR EACH

Declared Open by Chair Olsen at 6:30pm.

1. Road/Street Definitions

DESCRIPTION: This proposed amendment would clean up similar definitions across multiple ordinances specific to roads/streets, removing any inconsistencies.

Selectman's Meeting Minutes (Page 1 of 18) April 13, 2021

- a. Land Use Ordinance Article 12 – Applicability And Definition Of Terms Used In This Ordinance
 - b. Shoreland Zoning Provisions Section 17 – Definitions
 - c. Street Ordinance Section 14 – Definitions
 - d. Subdivision Regulations Article 3 – Definitions
2. Backlot Driveway Private Road Turnaround Terminus Design
DESCRIPTION:
- The proposed amendment to the Raymond Street Ordinance appendices has been added to provide design information for Street and Backlot Driveway termini turnaround design requirements. The details include revised dimensions to address emergency vehicle maneuvers and safety at the Street terminus and turnarounds.
 - Appendix A has been revised to provide details for the actual layout options for a street dead-end terminus for both Streets and backlot driveways.
 - Appendix B provides the designer-specific Fire Department requirements to be addressed in preparing a street terminus design for safe fire access.
- a. Street Ordinance – Appendices
3. Dead Ends And Grade Waivers
DESCRIPTION: This proposed amendment to the Street Ordinance would allow waivers to be granted to the maximum grade requirements of a Private Road and Backlot Driveway. Also included are additional standards for the maximum length of a Private Road.
- a. Street Ordinance Section 5.5 – Street Design Standards
 - b. Street Ordinance Section 5.7a – Dead End Streets
 - c. Street Ordinance Section 10 – Waivers
4. Clearing Of Vegetation Allowance And Permitting
DESCRIPTION: The proposed amendment to the Land Use Ordinance has been created to address permit requirements if landowners or proposed developments consider clearing or cutting more than the current zoning standards limitation of 25% of the lot area. The amendment considers notification and site plan requirements and also exempts tree cutting and clearing for agricultural practices, installation of personal utilities, or private solar generation equipment and/or panels.
- a. Land Use Ordinance Article 9 – Minimum Standards
5. Mixed Building Use In The Commercial District
DESCRIPTION: This proposed amendment to the Land Use Ordinance would correct what we believe was an error made in 2009. As written the ordinance allows mixed uses in the commercial zone if the commercial use is on the upper floor.
- a. Land Use Ordinance Article 4 – District Regulations
6. Septic Waste Disposal Sizing
DESCRIPTION: This amendment to the Shoreland Zoning Provisions would change the requirement of a larger sized septic system within 250' of a

perennial water body, to a Great Pond only. Also amended would be the Portland Water District rule reference.

- a. Shoreland Zoning Provisions Section 15 – Land Use Standards

7. ZBA Findings

DESCRIPTION: This proposed amendment to the Land Use Ordinance would require a recording in the registry confirming ZBA variance approval.

- a. Land Use Ordinance Article 6 – Board Of Appeals

8. Junkyard Regulation Update

DESCRIPTION: This amendment simply modifies the out-of-date referenced statute.

- a. Land Use Ordinance Article 9 – Minimum Standards

9. Amendments To The Fire Protection Ordinance

DESCRIPTION: The Fire Protection Ordinance, Articles VIII & XI are presented in their entirety below. The remaining sections of the Fire Protection Ordinance (including other sections dealing with sprinklers) are not included document. Only the Articles with proposed changes in language have been included. This proposed amendment would require a residential sprinkler system for dwelling units 4,800 square feet and larger and would also update the adopted version of NFPA 101 to 2018.

- a. Fire Protection Ordinance Article Iv – Nfpa Life Safety Code 101 And Nfpa Fire Code (Nfpa 1)
- b. Fire Protection Ordinance Article Viii – New Construction
- c. Fire Protection Ordinance Article Ix – Building Additions

10. Tiny Homes Definition

DESCRIPTION: This proposed amendment to the Land Use Ordinance and Shoreland Zoning Provisions would add a definition for the term Tiny Home.

- a. Land Use Ordinance Article 12 – Applicability And Definition Of Terms Used In This Ordinance
- b. Shoreland Zoning Provisions Section 17 – Definitions

Closed at 6:42pm by Chair Olsen

4) New Business

- a) Request for Town Facilities & Assistance for 2021 U CAN 5K – Brenda Caouette, Organizer

Ms Caouette said that they could not hold the race last year. It begins and ends in Sheri Gagnon Park and will be held on June 27th. Registration starts at 7:30am. Youth run at 9am and 5k starts at 9:30am. It usually last about an hour and a half and the monies go to the Town. The Fire Department and the Sheriff's department both do a very good job volunteering to close down the roads.

Motion to allow by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approve

- b) Consideration of Liquor License Renewal for Fisherman's Catch – Bill Coppersmith, owner

There was discussion pertaining to the Personal Property taxes that are outstanding since 2010 for Fisherman's Catch. Town Manager Willard, Contract Assessor Lebel, Finance Director Aponte, Tax Collector Carr and Town Clerk Look all spoke pertaining to the fact that tax bills are not required by law, this has been going on for some time, all other businesses who had similar situations as Mr Coppersmith have caught up their Personal Property taxes. Reducing the amount would be setting a precedent. It is incumbent on the owner to be sure that the business name and address be changed and they know that they owe taxes. The prior business was Fisherman's Net. Mr Coppersmith said he did not receive any bills and he has no problem paying the \$100 per year, but requested that the interest and fees be removed. By consensus the Select Board agreed that if the taxes ongoing are not paid on time the interest will be added back in.

Motion to require that Mr Coppersmith pay the principle at \$1,092.39 and waive the interest by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Motion to approve the renewal of the Liquor License for Fisherman's Catch contingent upon the payment of outstanding principle Personal Property Taxes by Selectman Gifford. Seconded by Selectman Sadak.

Unanimously approved

- c) Consideration of Zoning Board of Appeals Appointment – Thomas Hennessey

Mr Hennessey's background is 30 years in the Navy, 35 at BIW, retired and looking for volunteer work to give back to the community.

Motion to appoint Mr Hennessey to the ZBA by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approve

- d) Tassel Top Event Fees and Update – Joe Crocker, Recreation Director

Proposed:

- Summer Camp Group Fee: \$3 per person
 - This would be for groups over 20.
- Wedding Fee: \$4,000
 - Includes the cabins from Thursday to Sunday.
 - The off-season of the cabin rental (Spring and Fall).

Motion to approve the event fees as presented by Selectman Gifford. Seconded by Selectman Sadak.

Unanimously approved

- e) Consideration of Tax Abatements/Supplemental Assessments – Curt Lebel, Contract Assessor

Abatements:

Tax Year	Map-Lot	Owner	Tax Amount	Description
2020	078-006	James F D'Ovidio 0 Shore Rd	\$511.97	Incorrect Owner
2020	008-061	Natalie Foss (Nassa) 4 Brown Rd	\$212.04	Data errors in assessment – no full basement and a few other small errors from last reval

Motion to issue an abatement for Map-Lot 078-006 to James F D'Ovidio for \$511.97 by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Motion to issue an abatement for Map-Lot 008-061 to Natalie Foss (Nassa) for \$212.04 by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Supplemental Tax Bill:

Tax Year	Map-Lot	Owner	Tax Amount	Description
2020	078-006	Richard H & Anna-Marie Buck 0 Shore Rd	\$511.97	Incorrect Owner was originally taxed (see Abatements above)

Motion to issue a supplemental tax bill for Map-Lot 078-006 to Richard H & Anna-Marie Buck for 511.97 by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

- f) Consideration of Recommendation of Proposed Ordinance Changes – Alex Sirois, Code Enforcement Officer

This item was voted as a part of the Warrant for Annual Town Meeting item g) below.

- g) Consideration of Warrant for Annual Town Meeting – Rolf Olsen, Chair

ARTICLE 2: Referendum Question A: To see if the Town will vote to:

- Set the date the 1st half of taxes due to October 31, 2021, and the 2nd half of taxes due to April 30, 2022; and
- Set the interest rate for unpaid balances and for abated taxes at six percent (6%) for the fiscal year;
- Authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. §506, with no interest; and
- Authorize the Select Board on behalf of the Town to sell and dispose of any property acquired by the Town for nonpayment of taxes pursuant to the policy adopted by the Select Board, as may be amended from time to time, the policy to remain consistent with State statutes and laws; in all cases conveyance to be made by municipal quitclaim deed.

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

ARTICLE 3: Referendum Question B: To see if the Town will vote to raise and appropriate **\$2,016,154** for General Government Services (Administration; Employee Compensation and Training; Insurances, Worker Comp and Benefits; Liability/Vehicle Insurance; Assessing; Code Enforcement; Parks & Recreation; Technology; and General Assistance).

The budget figures will be assigned as follows:

<i>Administration</i>	<i>\$529,150</i>
<i>Employee Compensation and Training</i>	<i>\$67,500</i>
<i>Insurances, Worker Comp and Benefits</i>	<i>\$742,500</i>
<i>Liability/Vehicle Insurance</i>	<i>\$51,750</i>
<i>Assessing (includes \$100,000 towards reval.)</i>	<i>\$161,551</i>
<i>Code Enforcement</i>	<i>\$141,739</i>
<i>Parks & Recreation</i>	<i>\$125,564</i>
<i>Technology</i>	<i>\$188,400</i>
<i>General Assistance</i>	<i>\$8,000</i>

Motion to increase Parks & Recreation by \$20,000 making the total \$2,036,154 and recommend by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved

ARTICLE 4: Referendum Question C: To see if the Town will vote to raise and appropriate \$1,362,433 for Public Works.

The budget figures will be assigned as follows:

<u>Public Works</u>	<u>\$884,019</u>
<u>Town Buildings</u>	<u>\$35,100</u>
<u>Solid Waste</u>	<u>\$398,669</u>
<u>Cemeteries</u>	<u>\$44,645</u>

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

ARTICLE 5: Referendum Question D: To see if the Town will vote to raise and appropriate \$987,544 for Public Safety.

The budget figures will be assigned as follows:

<u>Fire/Rescue Department</u>	<u>\$947,988</u>
<u>Animal Control</u>	<u>\$39,556</u>

Motion to recommend increasing Animal Control to \$73,000 making the total \$1,020,988 by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved

ARTICLE 6: Referendum Question D: To see if the Town will vote to authorize the Select Board to dispose of Town owned personal property with value not to exceed \$35,000.

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

ARTICLE 7: Referendum Question E: To see if the Town will vote to authorize the Select Board to appropriate from undesignated fund balance (surplus) to meet the unanticipated needs of the community that occur during the fiscal year and/or to adjust the tax rate as the Select Board deem advisable, an amount not to exceed \$75,000.

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

ARTICLE 8: Referendum Question F: To see if the Town will vote to authorize the Select Board to transfer funds between appropriation accounts as long as the grand total of all appropriation is not exceeded, any such transfers to be approved only at a properly called public meeting of the Select Board.

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

ARTICLE 9: Referendum Question G: To see if the Town will vote to authorize the Select Board to:

- Allow Town Staff to make application for and execute any documents related to a grant;
- Accept or reject grants, donations and/or gifts of money to the Town of Raymond; and
- Authorize the expenditure of monies awarded, donated and/or gifted for the purposes specified in the grant, donation, and/or gift.

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

ARTICLE 10: Referendum Question H: To see if the Town will vote to authorize the Select Board to appropriate from undesignated fund balance (surplus) to reduce the property tax commitment as the Select Board deem advisable an amount not to exceed **\$300,000**.

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

ARTICLE 11: Referendum Question I: To see if the Town will vote to appropriate **\$283,164** from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2020-2021 project proposed in the Tax Increment Financing District Development Program (*for details see Addendum 1*).

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

ARTICLE 12: Referendum Question J: To see if the Town will vote to appropriate from the Tassel Top Park Enterprise fund the amount of **\$76,393** for the administration of activities at the Park, and to allocate all revenues generated by Park operations to be recorded in and retained by the Tassel Top Park Enterprise fund.

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

ARTICLE 13: Referendum Question K: To see if the town will vote to raise and appropriate **\$306,200** for Debt Services.

The budget figures will be assigned as follows:

<u>2013 Public Works Road Construction Bond</u>	<u>\$212,000</u>
<u>2015 Bond Payment</u>	<u>\$94,200</u>

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

ARTICLE 14: Referendum Question L: To see if the town will vote to raise and appropriate **\$780,000** for the Capital Improvement Program.

The budget figures will be assigned as follows:

<u>Public Works Equipment Reserve</u>	<u>\$215,000</u>
<u>Public Works Paving/Road Reserve</u>	<u>\$310,000</u>
<u>Municipal Facilities Improvements</u>	<u>\$35,000</u>
<u>Technology</u>	<u>\$110,000</u>
<u>Fire Department Equipment/Facilities</u>	<u>\$75,000</u>
<u>Playground Improvements</u>	<u>\$35,000</u>

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

ARTICLE 15: Referendum Question M: To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) accounts, the Healthcare Reimbursement Accounts (H.R.A.), and the Employee Compensation Account.

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

ARTICLE 16: Referendum Question N: To see if the Town will vote to raise and appropriate **\$773,657** for the County Tax.

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

ARTICLE 17: Referendum Question O: To see if the Town will vote to raise and appropriate **\$69,000** for Raymond Village Library, Provider Agencies, and Regional Transportation.

The budget figures will be assigned as follows:

<u>Raymond Village Library</u>	<u>\$66,000</u>
<u>Provider Agencies</u>	<u>\$2,000</u>
<u>Regional Transportation</u>	<u>\$1,000</u>

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

ARTICLE 18: Referendum Question P: To see if the Town will vote to appropriate the total sum of **\$1,638,160** from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds, which may be available from the federal government, and any other sources.

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

ARTICLE 19: Referendum Question Q: To see if the Town will vote to accept certain State Funds as provided by the Maine State Legislature during the fiscal year beginning July 1, 2021, and any other funds provided by any other entity included but not limited to:

<u>Municipal Revenue Sharing</u>
<u>Local Road Assistance</u>
<u>Emergency Management Assistance</u>
<u>Snowmobile Registration Money</u>
<u>Homestead Exemption</u>
<u>Tree Growth Reimbursement</u>
<u>General Assistance Reimbursement</u>
<u>Veteran's Exemption Reimbursement</u>
<u>Business Equipment Tax Exemption (B.E.T.E.) Reimbursement</u>
<u>State Grant or Other Funds</u>

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

ARTICLE 20: Referendum Question R: To see if the Town will vote to authorize the use of Town employees and/or Town owned equipment or independent contractor(s) hire by the Town for maintenance on private roads in special and certain circumstances where in the public's interest.

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

ARTICLE 21: Referendum Question S: To see if the Town will vote to appropriate the money received from the State for snowmobile registration, not to exceed **\$2,000**, to the Raymond Rattlers Snowmobile Club for maintenance of their network of snowmobile trails, on condition that those trails be open in snow season to the public for outdoor recreation purposes at no charge, and to authorize the municipal officers to enter into an agreement with the Club, under such terms and conditions as the municipal officers may deem advisable, for that purpose.

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

ARTICLE 22: Referendum Question T: Shall Article 12 of the Raymond Land Use Ordinance, (Applicability and Definition of Terms Used in this Ordinance) as adopted May 21, 1994, and amended through July 14, 2020, Section 17 (Definitions) of the Raymond Shoreland Zoning Provisions, as adopted May 21, 1994, and amended through July 14, 2020, Section 14 (Definitions) of the Raymond Street Ordinance, as adopted May 18, 2002, and amended through July 14, 2020, and Article 3 (Definitions) of the Subdivision Regulations for the Town of Raymond, as adopted May 21, 1994, and amended through July 14, 2020, be further amended by adding the underscored language and removing the language in ~~strikeout text~~ as in Addendum 2?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 22

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

DESCRIPTION: This proposed amendment would clean up similar definitions across multiple ordinances specific to roads/streets, removing any inconsistencies.

ARTICLE 23: Referendum Question U: Shall the Appendix of the Raymond Street Ordinance, as adopted May 18, 2002, and amended through July 14, 2020, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 3?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 23

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

DESCRIPTION:

- *The proposed amendment to the Raymond Street Ordinance appendices has been added to provide design information for Street and Backlot Driveway termini turnaround design requirements. The details include revised dimensions to address emergency vehicle maneuvers and safety at the Street terminus and turnarounds.*
- *Appendix A has been revised to provide details for the actual layout options for a street dead-end terminus for both Streets and backlot driveways.*
- *Appendix B provides the designer-specific Fire Department requirements to be addressed in preparing a street terminus design for safe fire access.*

ARTICLE 24: Referendum Question V: Shall Section 5.5 (Street Design Standards), Section 5.7A (Dead End Streets), and Section 10 (Waivers), of the Raymond Street Ordinance, as adopted May 18, 2002, and amended through July 14, 2020, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 4?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 24

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

DESCRIPTION: This proposed amendment to the Street Ordinance would allow waivers to be granted to the maximum grade requirements of a Private Road and Backlot Driveway. Also included are additional standards for the maximum length of a Private Road.

ARTICLE 25: Referendum Question W: Shall Article 9 (Minimum Standards), of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through July 14, 2020, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 5?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 25

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

DESCRIPTION: The proposed amendment to the Land Use Ordinance has been created to address permit requirements if landowners or proposed developments consider clearing or cutting more than the current zoning standards limitation of 25% of the lot area. The amendment considers notification and site plan requirements and also exempts tree cutting and clearing for agricultural practices, installation of personal utilities, or private solar generation equipment and/or panels.

ARTICLE 26: Referendum Question X: Shall Article 4.F (District Regulations, Commercial District), of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through July 14, 2020, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 6?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 26

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

DESCRIPTION: This proposed amendment to the Land Use Ordinance would correct what we believe was an error made in 2009. As written the ordinance allows mixed uses in the commercial zone if the commercial use is on the upper floor.

ARTICLE 27: Referendum Question Y: Shall Section 15.K (Land Use Standards, Septic Waste Disposal), of the Raymond Shoreland Zoning Provisions, as adopted May 21, 1994, and amended through July 14, 2020, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 7?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 27

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

DESCRIPTION: This amendment to the Shoreland Zoning Provisions would change the requirement of a larger sized septic system within 250' of a perennial water body, to a Great Pond only. Also amended would be the Portland Water District rule reference.

ARTICLE 28: Referendum Question Z: Shall Article 6.C (Board of Appeals, Appeals Procedure), of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through July 14, 2020, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 8?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 28

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

DESCRIPTION: This proposed amendment to the Land Use Ordinance would require a recording in the registry confirming ZBA variance approval.

ARTICLE 31: Referendum Question AA: Shall Article 9.F (Minimum Standards, Waste Material Accumulation), of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through July 14, 2020, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 9?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 31

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

DESCRIPTION: This amendment simply modifies the out-of-date referenced statute.

ARTICLE 32: Referendum Question AB: Shall Article IV (NFPA Life Safety Code and NFPA Fire Code NFPA 1), Article VIII (New Construction), and Article IX (Building Additions), of the Raymond Fire Protection Ordinance, as adopted May 19, 1995, and amended through June 7, 2016, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 10?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 32

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

DESCRIPTION: The Fire Protection Ordinance, Articles VIII & XI are presented in their entirety below. The remaining sections of the Fire Protection Ordinance (including other sections dealing with sprinklers) are not included document. Only the Articles with proposed changes in language have been included. This proposed amendment would require a residential sprinkler system for dwelling units 4,800 square feet and larger and would also update the adopted version of NFPA 101 to 2018.

ARTICLE 33: Referendum Question AC: Shall Article 12 (Applicability and Definition of Terms Used in this Ordinance), of the Raymond Land Use Ordinance, as adopted May 21, 1994, and amended through July 14, 2020, and Section 17 (Definitions), of the Raymond Shoreland Zoning Provisions, as adopted May 21, 1994, and amended through July 14, 2020, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 11?

(A copy of the full text of the proposed change is available for review and inspection at the Town Clerk's Office, on the Town's website at www.raymondmaine.org, or at the polling place prior to voting.)

Planning Board recommends Article 33

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

DESCRIPTION: This proposed amendment to the Land Use Ordinance and Shoreland Zoning Provisions would add a definition for the term Tiny Home.

- h) Consideration of Method of Voting the Warrant for Annual Town Meeting – Sue Look, Town Clerk

This item will be voted at the Special Select Board Meeting to be set up to approve the final Town Meeting Warrant after the Budget-Finance Committee makes their recommendation on the budget articles.

- i) Consideration of Approving Use of Updated Maine Moderator's Manual for Town Meeting – Sue Look, Town Clerk

March 16, 1974, the Town of Raymond voted to use MMA's Maine Moderator's Manual to conduct Town Meetings. MMA has updated the manual (basically to make it easier to use in how it is presented).

Motion to approve the updated 2021 MMA Maine Moderator's Manual by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

- j) Consideration of Appointing the Warden for the June 8, 2021 State Election – Sue Look, Town Clerk

Town Clerk Look – Since posting the agenda to this meeting I have found that there will be no State Election in June, thus we do not need to appoint a Warden. The Election for Municipal Officers falls under Town Meeting for which there will be a Moderator elected.

- k) Consideration of Sheila Bourque's Resignation from Budget-Finance Committee – Sue Look, Town Clerk

Motion to accept Ms Bourque's resignation by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

5) Public Comment

Charles Leavitt commented on the handling of the issue on Shaker Woods Road, the upcoming municipal election, and the proposed municipal budget.

6) Selectman Comment – none

7) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- May 11, 2021
- June 15, 2021

b) Reminder of Upcoming Holiday Schedule

- Monday, April 19 – Patriot's Day

c) Reminder of Upcoming Budget Schedule

- April 27, 2021 – Budget-Finance Committee Budget Article Recommendations – 6:30pm via Zoom
- Town Meeting at the Jordan Small Middle School Gym
 - 1) June 1, 2021 – Open Town Meeting (if we can have it) – 6:00pm

AND/OR

- 2) June 8, 2021 – Town Elections (and if we vote the Town Warrant via secret ballot) – 7:00am to 8:00pm

8) Executive Session

- a) Consideration of Spirit of America Award – pursuant to 1 MRSA §405(6)(A)
- b) Consideration of Town Report Dedication – pursuant to 1 MRSA §405(6)(A)
Wayne Holmquist
- c) Consideration of Acquisition or Use of Real Property – pursuant to 1 MRSA §405(6)(C)

Motion to enter the 3 executive sessions listed above by Selectman Gifford. Seconded by Selectman Sadak.

Unanimously approved

Motion to leave executive session by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Motion to instruct the Town Clerk to proceed as directed regarding the Spirit of America Award and the Town Report Dedication and to direct Selectman Sadak to continue in discussions with the concerned entity by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

9) Adjournment

Motion to adjourn at 8:34pm by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk

Previous Meeting Minutes - 4/28/2021



BOARD OF SELECTMEN Minutes

April 28, 2021

6:30pm – Special Meeting

Via Zoom & on YouTube

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, Marshall Bullock, Teresa Sadak, Samuel Gifford, Lawrence Taylor

Select Board members absent: none

Town Staff in attendance:

Don Willard – Town Manager
Alex Aponte – Finance Director
Sue Look – Town Clerk

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

2) **New Business**

a) Consideration of Method of Voting the Warrant for Annual Town Meeting – Sue Look, Town Clerk

Motion to vote Annual Town Meeting Warrant via secret ballot by Selectman Bullock. Seconded by Selectman Sadak.

Unanimously approved

b) Consideration of Warrant for Annual Town Meeting – Rolf Olsen, Chair

Motion to approve warrant as presented for the secret ballot vote by Selectman Gifford. Seconded by Selectman Bullock.

Unanimously approved

3) **Public Comment – none**

4) **Selectman Comment – none**

5) **Adjournment**

Motion to adjourn at 6:34pm by Selectman Bullock. Seconded by Selectman Sadak.

Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk

Selectman's Special Meeting Minutes (Page 1 of 1) April 28, 2021

Liquor License Extension - Cafe Sebago



ALEX SIROIS
CODE ENFORCEMENT OFFICER
(207) 655-4742 x161
alex.sirois@raymondmaine.org

401 WEBBS MILLS ROAD
RAYMOND, MAINE 04071

MARY QUIRK
ADMINISTRATIVE ASSISTANT
(207) 655-4742 x161
mary.quirk@raymondmaine.org

DATE: May 4, 2021

OWNER: Batali Holdings LLC

LOCATION: 1248 Roosevelt Trail

PARCEL ID: 055-004-A00

ZONING: Commercial (C)

RE: Batali Holdings LLC Request for Extension of License on Premise

Dear Sue,

I have received a copy of the liquor license extension request from Kyle Bancroft for Café Sebago Bar & Grill. No permit has been received or approved for the expansion of the restaurant and bar into the newly acquired space abutting the parcel at this time. It appears they are looking to increase seating and parking which does require local approval prior to legal use. I have been in touch with Mr. Bancroft.

I will be available at the Selectboard meeting to answer any questions that the Selectboard may have.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Sirois".

Alexander L. Sirois
Code Enforcement Officer
Town of Raymond, Maine

Division of Liquor Licensing & Enforcement
 8 State House Station, Augusta, ME 04333-0008 (Regular Mail)
 10 Water Street, Hallowell, ME 04347 (Overnight Mail)
 Telephone (207) 624-7220 Fax: (207) 287-3434
 Email Inquiries: MaineLiquor@maine.gov



REQUEST FOR EXTENSION OF LICENSE ON PREMISE

Legal Name: BATALI HOLDINGS LLC License Number: CAR-2020-17603
 DBA Name: CAFE SEBAGO BAR GRILL Expiration Date: 08-14-2021
 Physical Address: 1248 ROOSEVELT TRAIL City, State, Zip RAYMOND, ME 04071
 Mailing address: P.O. BOX 896 RAYMOND ME 04071
Street / PO Box City State Zip
 Phone: 207-460-6657 Fax: N/A Email address: KYLIE.KIBANCROFT.COM

Name, address, telephone number of Property Owner (if property is rented or leased, need copy of rental agreement / lease):

COLE JOCELYN 1248R ROOSEVELT TRAIL RAYMOND, ME 04071
 Temporary Permanent Inside Outside Live Entertainment: Yes No
 Start Date: ASAP End Date (if applicable): NONE
 Reason for this request: ACQUIRED ADDITIONAL SPACE

This request for an extension of service area for on premise license location **MUST** have Town / County Commission approval and **MUST** have a diagram submitted with this form.

Outdoor Restrictions:

There must be a stanchion or fence completely enclosing the area. Signs must be posted, stating "no alcohol beyond this point". There must be sufficient employees at the extension of premise, which would be able to control and monitor the area.

KLB - CEO KYLE BANCROFT
 Signature of Owner/ Corporate Officer Printed Name of Owner/ Corporate Officer

For Municipal Approval Only

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: Raymond, Maine Cumberland
City/Town (County)

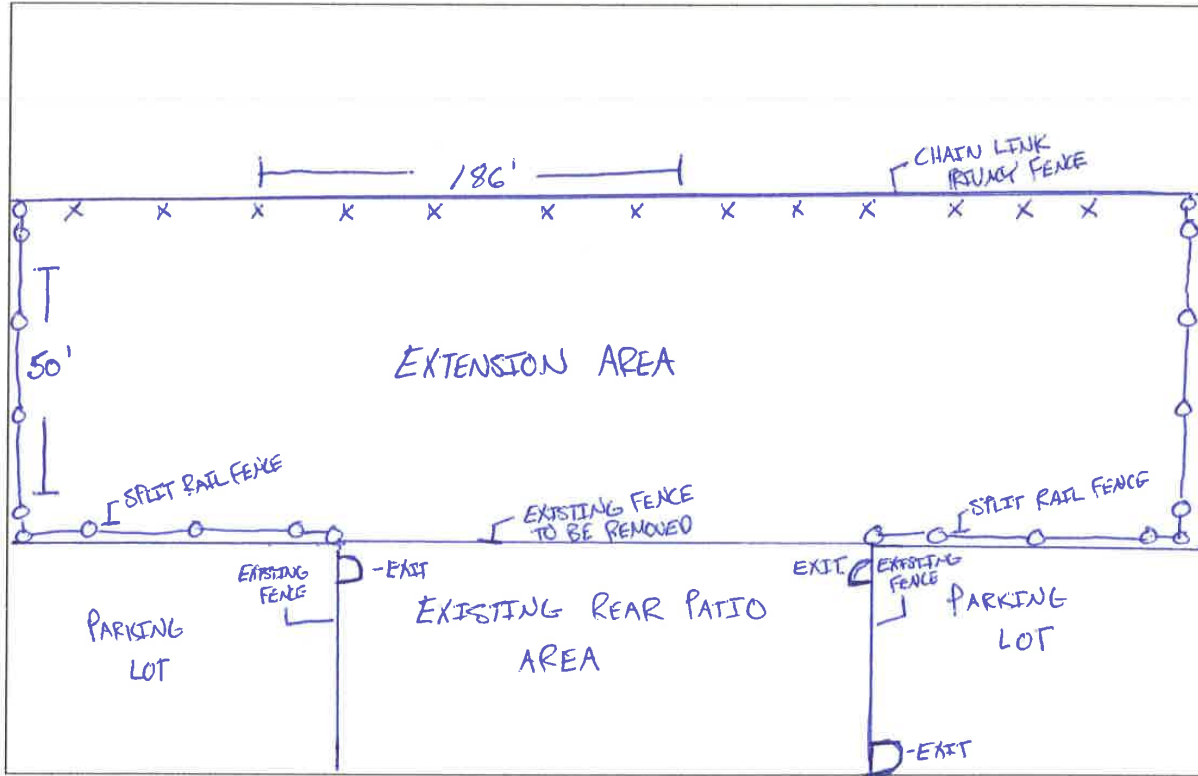
On: May 11, 2021
Date

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

Signature of Officials	Printed Name	Title
	Rolf Olsen	Chair - Select Board
	Marshall Bullock	Vice-Chair - Select Board
	Teresa Sadak	Select Board
	Samuel Gifford	Select Board
	Lawrence Taylor	Select Board

EXTENSION AREA PREMISE DIAGRAM

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including methods of monitoring and containment of certain area which you are requesting approval from the Division for liquor consumption.



For Office Use Only:		
Date Filed: _____	Date Issued: _____	Issued By: _____
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved		

Subchapter 1: GENERAL CONDITIONS

§1051. LICENSES GENERALLY

3. Liquor not to be consumed elsewhere. Except as provided in paragraphs A and B and in section 1207, no licensee for the sale of liquor to be consumed on the premises where sold may personally or by an agent or employee, sell, give, furnish or deliver any liquor to be consumed elsewhere than upon the licensed premises. The service and consumption of liquor must be limited to areas that are clearly defined and approved in the application process by the bureau as appropriate for the consumption of liquor. Outside areas must be controlled by barriers and by signs prohibiting consumption beyond the barriers.

COMMERCIAL LEASE

This Lease Agreement (this "Lease") is dated as of April 07, 2021, by and between Cole N. Doughty ("Landlord"), and Batali Holdings LLC ("Tenant").

The parties agree as follows:

PREMISES. Landlord, in consideration of the lease payments provided in this Lease, leases to Tenant a portion of the front side of the property located at 1248R Roosevelt Trail, Raymond, ME 04071 being the property acquired by the landlord under the deed recorded at the Cumberland County Registry of Deeds in Book 33148, Page 314, and as further shown on the Town of Raymond, Maine's Tax Maps as Parcel # 005-004-000. The land to be leased is approximately 9,150 square feet commencing at the common border between the said Doughty lot and Parcel #055-004A-000 and thence moving 50 feet towards the existing structure located at the rear of the Doughty lot and 183 feet from left side of the lot to the existing driveway on the right side of the Doughty lot. (the "Premises").

TERM. The lease term will begin on April 07, 2021 and will terminate on April 07, 2026.

LEASE PAYMENTS. Tenant shall pay to Landlord monthly payments of \$250.00, payable in advance on the first day of each month. Payments shall be made to the Landlord at 1248 Roosevelt Trail, Raymond, Maine 04071. The payment address may be changed from time to time by the Landlord.

POSSESSION. Tenant shall be entitled to possession on the first day of the term of this Lease and shall yield possession to Landlord on the last day of the term of this Lease, unless otherwise agreed by both parties in writing. At the expiration of the term, Tenant shall remove its goods and effects and peaceably yield up the Premises to Landlord in as good a condition as when delivered to Tenant, ordinary wear and tear excepted.

EXCLUSIVITY. Landlord shall not directly or indirectly, through any employee, agent, or otherwise, lease any space within the property (except the Premises herein described), or permit the use or occupancy of any such space whose primary business activity is in, or may result in, competition with the Tenants primary business activity. The Landlord hereby gives the Tenant the exclusive right to conduct their primary business activity on the property.

Tenants primary business activity is CAFE SERAGO - FOOD / DRINK / ENTERTAINMENT

LIABILITY INSURANCE. Tenant shall insure Tenant and Landlord as their interests may appear with general public liability insurance coverage on the Premises in such amount and with such companies as Landlord shall reasonably require but in no event for less and One Million Dollars for injury or death in any single accident. Tenant shall provide evidence of such insurance coverage on request. In no event shall the limits of such policies be considered to limit Tenant's liability under this Lease. Tenant shall name Landlord as an also insured.

Landlord shall receive advance written notice from the insurer prior to any termination of such insurance policies.

INDEMNITY. Tenant shall save Landlord harmless and indemnified from and against all injury (including death) to any person and loss of, or damage to, any property while on the Premises or arising (directly or indirectly) out of or in connection with the possession, use, occupation or control of the Premises, and from and against all injury (including death) to any person, or loss of, or damage to, any property anywhere occasioned, or claimed to have been occasioned, by an act, neglect or default of Tenant, its agents, employees, licenses or contractors. This hold harmless and indemnity agreement shall include indemnity against all costs, expenses and liabilities incurred in connection with any such injury, loss, or damage or in defense of any claim or claims on account thereof.

ASSIGNMENT AND SUBLEASE. Tenant shall not have the right at any time to assign, mortgage or sublet this Lease or any part or the whole of the Premises by operation of law or otherwise without the prior written consent of Landlord in each instance.

TAXES. Taxes attributable to the Premises or the use of the Premises shall be allocated as follows:

REAL ESTATE TAXES. Landlord shall pay all real estate taxes and assessments for the Premises.

PERSONAL TAXES. Tenant shall pay all personal property taxes and any other charges which may be levied against the property maintained on the Premises by the Tenant and which are attributable to Tenant's use of the Premises.

MAINTENANCE & REPAIRS. Tenant shall maintain the Premises in as good order, repair, and condition as the Premises existed at the commencement of this Lease, reasonable wear and tear excepted, and shall make all repairs and replacements whether ordinary, extraordinary, foreseen, and unforeseen, which may be required by laws or ordinances.

ALTERATIONS & FIXTURES. Tenant shall not make any alterations, installations, repairs, improvement, replacements, or additions in, to or about any part of the Premises, or remodel all or any part of the Premises, without the prior written consent of the Landlord and the prior written approval of the plans and specifications, therefore.

All additions, repairs, replacements, alterations, and improvements to the Premises made by Tenant, including all materials used and incorporated therein, shall become the property of Landlord upon the expiration or termination of this Lease.

SIGNAGE. Tenant shall not install advertisements of any kind, including, but not limited to, signs, awnings, and signals, to any part of the Premises unless and until the style, size, color, construction, and location of such advertisements have been approved in writing by Landlord. Tenant agrees that upon expiration or termination of this Lease Agreement, Tenant will remove such

advertisements and restore the affected portion of the lease premises to its original condition prior to the installation of such advertisements.

WASTE & NUISANCES. Tenant shall not permit the use of the premises for any other purposes than provided herein and shall not permit any use of the premises which is improper, offensive, or contrary to law or any ordinance. Tenant shall not permit on the premises any hazardous or inflammable substances, fluids, or chemicals and shall permit no objectionable noise, odors, or other nuisance. Tenant shall not permit or maintain any condition which might cause an adverse effect on any insurance coverage affecting the premises or an adverse effect on adjoining property of Landlord.

UTILITIES. During the Lease Term, Tenant covenants and agrees to pay all costs of all utility service provided to or for the Leased Premises.

ENVIRONMENTAL. Tenant represents, warrants, and agrees that its use, maintenance and operation of the Premises and the conduct of the business related thereto, shall at all times be in compliance with all applicable federal, state, county or local laws, regulations and ordinances of any governmental authorities relating to Hazardous Materials as hereinafter defined, and that Tenant its agents, employees, customers, suppliers and invitees will not cause any Hazardous Materials to be deposited, discharged, place or disposed of at the Premises and that the Premises will remain free from hazardous materials.

DEFAULTS. Tenant shall be in default of this Lease if

- (1) Tenant fails to fulfill any lease obligation or term by which Tenant is bound.
- (2) If an execution, attachment, lien, or other encumbrance shall be issued against Tenant and its property and such shall not be vacated or removed within thirty (30) days after the issuance thereof.
- (3) Subject to any governing provisions of law to the contrary, if Tenant fails to cure any financial obligation within 5 days (or any other obligation within 10 days) after written notice of such default is provided by Landlord to Tenant, Landlord may terminate said Lease and take possession of the Premises through court action without further notice (to the extent permitted by law), and without prejudicing Landlord's rights to damages.

In the alternative, Landlord may elect to cure any default and the cost of such action shall be added to Tenant's financial obligations under this Lease. Tenant shall pay all costs, damages, and expenses (including reasonable attorney fees and expenses) suffered by Landlord by reason of Tenant's defaults. All sums of money or charges required to be paid by Tenant under this Lease shall be additional rent, whether or not such sums or charges are designated as "additional rent". The rights provided by this paragraph are cumulative in nature and are in addition to any other rights afforded by law.

HOLDOVER. If Tenant maintains possession of the Premises for any period after the termination of this Lease ("Holdover Period"), Tenant shall pay to Landlord lease payment(s) during the Holdover Period at a rate equal to the most recent rate preceding the Holdover Period plus fifty percent (50%). Such holdover shall constitute a month-to-month extension of this Lease.

CUMULATIVE RIGHTS. The rights of the parties under this Lease are cumulative and shall not be construed as exclusive unless otherwise required by law.

MECHANICS LIENS. Neither the Tenant nor anyone claiming through the Tenant shall have the right to file mechanics liens or any other kind of lien on the Premises and the filing of this Lease constitutes notice that such liens are invalid. Further, Tenant agrees to (1) give actual advance notice to any contractors, subcontractors or suppliers of goods, labor, or services that such liens will not be valid, and (2) take whatever additional steps that are necessary in order to keep the premises free of all liens resulting from construction done by or for the Tenant.

DISPUTE RESOLUTION. The parties will attempt to resolve any dispute arising out of or relating to this Agreement through friendly negotiations amongst the parties. If the matter is not resolved by negotiation, the parties will resolve the dispute using the below Alternative Dispute Resolution (ADR) procedure.

Any controversies or disputes arising out of or relating to this Agreement will be submitted to mediation in accordance with any statutory rules of mediation. If mediation does not successfully resolve the dispute, then the parties may proceed to seek an alternative form of resolution in accordance with any other rights and remedies afforded to them by law.

NOTICE. Notices under this Lease shall not be deemed valid unless given or served in writing and forwarded by mail, postage prepaid, addressed as follows:

LANDLORD:

Cole N. Doughty
1248R Roosevelt Trail
Raymond, Maine 04071

TENANT:

Batali Holdings LLC
P.O Box 896
Raymond, ME 04071

Such addresses may be changed from time to time by any party by providing notice as set forth above. Notices mailed in accordance with the above provisions shall be deemed received on the third day after posting.

GOVERNING LAW. This Lease shall be construed in accordance with the laws of the State of Maine.

ENTIRE AGREEMENT/AMENDMENT. This Lease Agreement contains the entire agreement of the parties and there are no other promises, conditions, understandings, or other agreements, whether oral or written, relating to the subject matter of this Lease. This Lease may be modified or amended in writing, if the writing is signed by the party obligated under the amendment.

SEVERABILITY. If any portion of this Lease shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Lease is invalid or unenforceable, but that by limiting such provision, it will become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

WAIVER. The failure of either party to enforce any provisions of this Lease shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Lease.

BINDING EFFECT. The provisions of this Lease shall be binding upon and inure to the benefit of both parties and their respective legal representatives, successors, and assigns.

LANDLORD:



Cole N. Doughty

TENANT:

Batali Holdings LLC

By: 

Its Kyle Bancroft, Manager

Personal Guarantee:

I Kyle Bancroft personally guarantee the performance of Batali Holdings, LLC under this Lease Agreement .



Kyle Bancroft

MEMORANDUM OF LEASE

This Memorandum Of Lease (this "Memorandum") is made and entered into this _____ day of _____, 2021 by and between Cole N. Doughty ("Landlord"), and Batali Holdings LLC ("Tenant") with reference to the following facts:

Landlords and Tenants are the landlord and tenant, respectively, under a certain Lease Agreement dated _____, 2021 (the "Lease"), relating to certain real property located at 1248R Roosevelt Trail, Raymond, ME 04071 being the property acquired by the landlord under the deed recorded at the Cumberland County Registry of Deeds in Book 33148, Page 314, and as further shown on the Town of Raymond, Maine's Tax Maps as Parcel # 005-004-000

Landlords hereby lease the Premises to Tenants, and Tenants hereby lease the Premises from Landlords for a three-year period starting April 7, 2021 and ending April 6, 2024.

In Witness Whereof, the Landlords has executed this Memorandum on the day and year first above written.

SIGNED, SEALED AND DELIVERED in the presence of:

State of Maine)
Cumberland County) ss. _____, 2021
Cole N. Doughty, Landlord

Then personally appeared the above-named Cole N. Doughty and acknowledged the foregoing instrument to be his free act and deed.

Before me,

Notary Public/Attorney at Law

Print Name

Liquor License Renewal - The Beacon



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS:	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Section I: Licensee/Applicant(s) Information;
 Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): <u>The Beacon, Inc.</u>	Business Name (D/B/A): <u>The Beacon</u>
Individual or Sole Proprietor Applicant Name(s): <u>Pamela Rene Wing</u>	Physical Location: <u>1233 Roosevelt Trail Unit 15 Raymond ME</u>
Individual or Sole Proprietor Applicant Name(s): <u>Robert Patrick Wing</u>	Mailing address, if different: <u>Po Box 1063 Raymond ME 04071</u>
Mailing address, if different from DBA address: <u>Po Box 1103 Raymond ME 04071</u>	Email Address: <u>pwing2@maine.rr.com</u>
Telephone # Fax #: <u>(207) 232-9817 N/A</u>	Business Telephone # Fax #: <u>(207) 655-6432</u>
Federal Tax Identification Number: <u>82-4788353</u>	Maine Seller Certificate # or Sales Tax #: <u>1190974</u>
Retail Beverage Alcohol Dealers Permit:	Website address:

1. New license or renewal of existing license? New Expected Start date: _____
 Renewal Expiration Date: June 2021

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
 Food: \$ 500,000.00 Beer, Wine or Spirits: \$ 2,000.00 Guest Rooms: N/A

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)
 Malt Liquor (beer) Wine Spirits

4. Indicate the type of license applying for: (choose only one)

- Restaurant (Class I, II, III, IV) Class A Restaurant/Lounge (Class XI) Class A Lounge (Class X)
- Hotel (Class I, II, III, IV) Hotel – Food Optional (Class I-A) Bed & Breakfast (Class V)
- Golf Course (included optional licenses, please check if apply) (Class I, II, III, IV) Auxiliary Mobile Cart
- Tavern (Class IV) Other: _____
- Qualified Caterer Self-Sponsored Events (Qualified Caterers Only)

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

1233 Roosevelt Trail Raymond

6. Is the licensee/applicant(s) citizens of the United States? Yes No

7. Is the licensee/applicant(s) a resident of the State of Maine? Yes No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes No

If yes, please provide details: _____

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

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Pamela Rene' Wing	10/27/1974	Portland, ME
Robert Patrick Wing	4/4/1970	Lewiston, ME
Residence address on all the above for previous 5 years		
Name: Pamela Wing	Address: 5 Alfred Mann Dr. Raymond, ME	
Name: Robert Wing	Address: 5 Alfred Mann, Dr Raymond ME	
Name	Address:	
Name	Address:	

13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? Yes No

17. Does the licensee/applicant(s) own the premises? Yes No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: _____

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Pizza / sandwich shop in shopping plaza
Fried food
Dining area (20 seats)

20. 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?

Name: Lake Region Baptist Church

Distance: 1/2 mile

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 5/5/21

Paul W
Signature of Duly Authorized Person

Robert P. Wing
Signature of Duly Authorized Person

Pamela R Wing
Printed Name Duly Authorized Person

Robert P. Wing
Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? Municipal Officers of _____

County Commissioners of _____ County

- Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

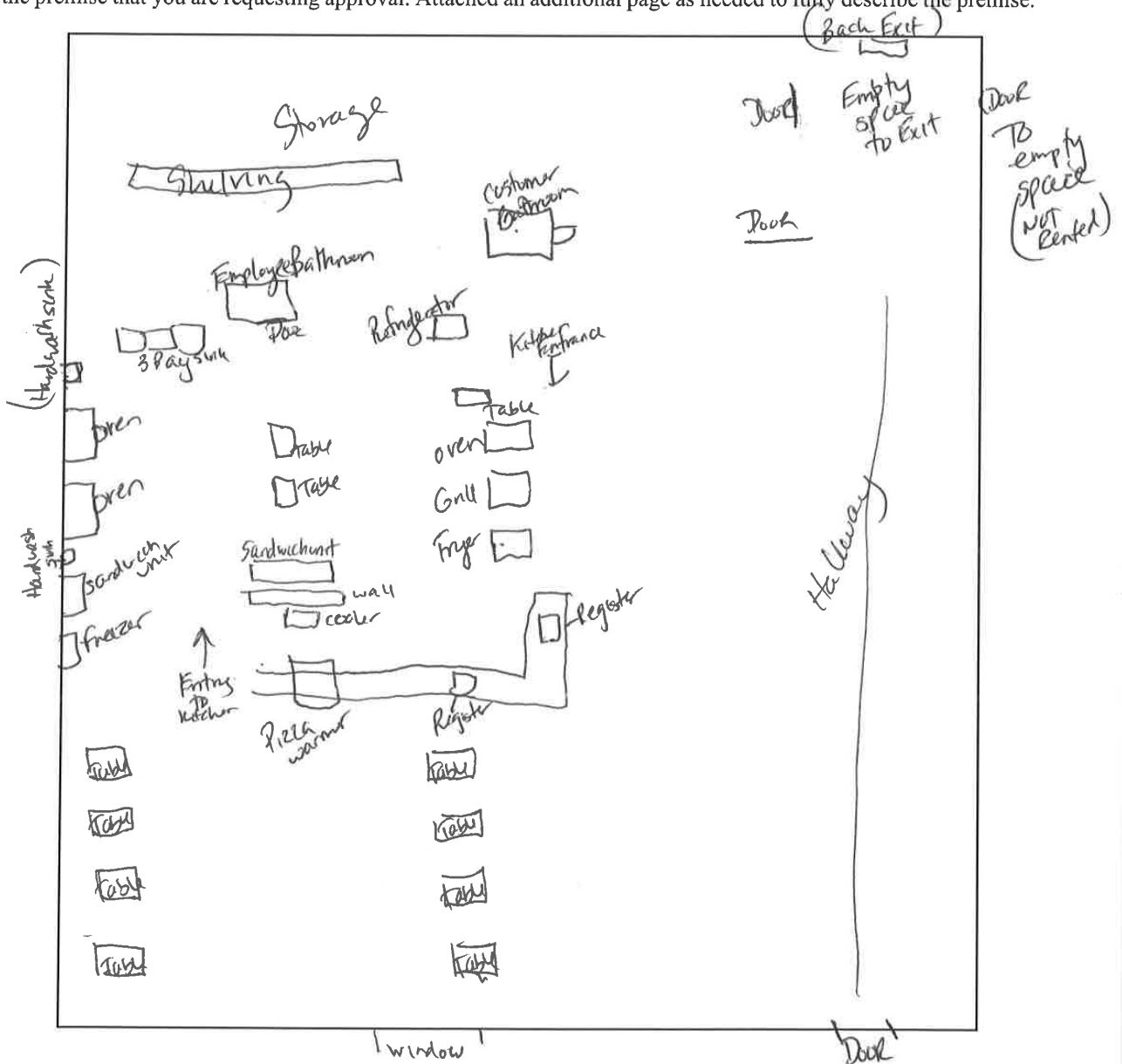
1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of 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.

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: The Beacon Inc.
2. Doing Business As, if any: The Beacon
3. Date of filing with Secretary of State: March 2018 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:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Pamela Wing	5 Alfred Mann Dr. Raymond	10/27/74	president	50%
Robert Wing	5 Alfred Mann Dr. Raymond	4/4/70	clerk	50%

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

Recycler License - Raymond Service Center

TOWN OF RAYMOND

401 Webbs Mills Road
Raymond, ME 04071



RECYCLER PERMIT

FOR OFFICIAL USE ONLY

Date Received	04/09/2021
Zoning	C
Property ID	053-004-000
Initial Approval	01/14/2020
Public Hearing Date	01/14/2020
Permit Fee	\$25.00

Permit Number: _____

To establish, operate or maintain an automobile recycling business. Subject to existing rules, regulations and any amendments that may be made thereto, under the provisions of Title 30-A, Sections 3751 to 3760.

ESTABLISHMENT ADDRESS:	2 County Road
BUSINESS NAME:	Raymond Service Center
OWNER'S NAME:	Eric Peterson
PARCEL ID#:	053-004-000
ZONING DISTRICT:	Commercial (C)
MAILING ADDRESS (IF DIFFERENT):	2 County Road, Raymond, ME 04071
DATE OF ORIGINAL APPROVAL:	January 14, 2020
RESTRICTIONS AND/OR CONDITIONS:	None

EXISTING OPERATION

NEW OPERATION

This permit is hereby granted upon condition that the automobile recycler does not violate any of the above Sections of Title 30-A.

This permit expires January 14, 2022 unless sooner revoked by the Municipal Officers. An annual renewal of this approval is required provided that the permit holder furnishes a sworn statement, annually, on the anniversary date of the granting of the permit, that the facility complies with the standards of operation applicable at the time of issuance of the permit. Renewal is required on or before January 14, 2025.

Dated at the Town of Raymond this:	_____	day of	_____	20
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Municipal Officer: _____

Municipal Officer: _____

Municipal Officer: _____

Municipal Officer: _____

Municipal Officer: _____

Certified True Copy

Town Clerk