



Town of Raymond  
Board of Selectmen ePacket  
April 11, 2023

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# Agenda

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## BOARD OF SELECTMEN With Budget-Finance Committee Agenda

April 11, 2023

5:30pm – Regular Meeting

At Broadcast Studio &  
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 regular meeting to order**

**2) Minutes of previous meetings**

- a) March 28, 2023

**3) Public Hearing**

- a) Annual Town Meeting Warrant to be Voted via Secret Ballot
- Budget Articles
  - Ordinance Articles

**4) New Business**

- a) Consideration of Business License Application – Goodhue Sebago, LLC (previously Panther Run Marina)
- b) Consideration of Business License Application – Ice Cream Shop – Name TBD, Josh Tanguay, owner
- c) Presentation of FY 2021-2022 Audit – Auditor and Charisse Keach, Finance Director
- d) Consideration of Recommendation of Annual Town Meeting Warrant Articles #11 & #23, #24, and #25 – Select Board

The dollar amounts/wording for these articles were not available for the March 28, 2023, meeting:

- **ARTICLE 11: Referendum Question I:** 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 **\$?00,000**.
- **ARTICLE 23: Referendum Question U: LD1:** To see if the Town will vote to increase the property tax levy limit of **\$3,630,036.38** established for the Town of Raymond by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit.

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Selectman's Meeting Agenda (Page 1 of 4) April 11, 2023

- **ARTICLE 24: Referendum Question V:** To see if the Town of Raymond will vote to join the Maine Public Employees Retirement System (MainePERS) as a Participating Local District effective September 1, 2023, and:
  - a) **To offer** Special Plan 3C to its regular, full-time firefighters and emergency medical services employees who are paid at least 2080 hours per year between hours worked, paid vacation, paid holiday, and paid sick time; and
  - b) **To exclude** all other employees, including all other elected/appointed officials, from participating in MainePERS; and
  - c) **To allow** its eligible employees who are currently employed by the Town on September 1, 2023, who elect to join MainePERS, the option to purchase prior service upon the employee's full payment of all associated costs. The Town will not participate in the purchase of prior service and so employees who wish to purchase prior service are responsible for paying the full liability associated with this service; and
  - d) **To authorize** the Town Manager to sign the agreement between the Town and the Maine Public Employees Retirement System; and
  - e) **To adopt** the provisions of 5 M.R.S. §18252-C as enacted by PL 2021, Chapter 286 as allowed by MainePERS Rule Chapter 803 for non-participating employees with optional membership who declined to participate in MainePERS when first eligible ("eligible employees") and to comply with the following requirements:
    - a. Beginning in 2024, to annually offer eligible employees who have been employed for less than 5 years the opportunity to join MainePERS on a prospective basis during an open enrollment period from September 1<sup>st</sup> through November 1<sup>st</sup> and to provide MainePERS with documentation of each election made by eligible employees under this provision: and
    - b. To withhold employee contributions for employees who join under this provision on an after-tax basis and to remit them to MainePERS.
  
- **ARTICLE 25: Referendum Question W:** Shall the Town of Raymond (the "Town"):
  - 1) **Approve** a capital project including engineering and design costs, transaction costs, and other expenses reasonably related thereto (the "Project") consisting of:
    - a) The construction of a public works garage to be located at 170 Plains Road at an estimated cost of **\$3,500,000**;
    - b) Recreation improvements to include lighted tennis courts to be located at Shari Gagnon Park on Mill Street at an estimated cost of **\$440,000**; and
    - c) Improvements at Tassel Top Park consisting of a snack shack, bathroom facilities, and a maintenance building at an estimated cost of **\$560,000**.
  - 1) **Appropriate** the sum of **\$4,500,000**, plus any additional premium, to provide for the costs of the Project;
  - 2) **Authorize** the Town Treasurer and the Chair of the Select Board to issue general obligation securities of the Town (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$4,500,000, plus any additional premium, to fund the Project; and

- 3) **Delegate** to the Town Treasurer and the Chair of the Select Board the authority and discretion to fix the dates, maturities, interest rates, denominations, calls for redemption (with or without premium), form, and other details of said securities, including authority to execute and deliver the securities on behalf of the Town?

*FINANCIAL STATEMENT*

**TOTAL BOND INDEBTEDNESS**

<i>Bonds outstanding and unpaid (will retire FY2025):</i>	\$	570,000
<i>Bonds authorized and unissued (other than this loan):</i>	\$	-0-
<i>Maximum amount to be issued if approved:</i>	\$	4,500,000

**COSTS**

*At an estimated maximum interest rate of 3.25% for a fifteen (15) year maturity, the estimated cost of this bond will be:*

<i>Principal</i>	\$	4,500,000
<i>Interest</i>	\$	1,128,750
<i>Total:</i>	\$	5,628,750

**VALIDITY**

*The validity of the bonds and the voter's ratification of the bonds may not be affected by any error in the above estimates. If the actual amount of the total debt service varies from the estimates, the ratification by the voters nevertheless conclusive, and the validity of the bond issue is not affected by reason of the variance.*

- d) Consideration of Recommendation of Annual Town Meeting Warrant Articles #11 & #23 & #25 (as listed above) – Budget-Finance Committee
- e) Consideration of Final Warrant Approval – Sue Look, Town Clerk
- f) Consideration of Issuing a Revaluation RFP – Curt Lebel, Assessor's Agent
- g) Consideration of Abatement Request – Curt Lebel, Assessor's Agent
- h) Consider Appointment of Warden for June 14<sup>th</sup> Primary Election – Sue Look, Town Clerk

**2) Public Comment**

**3) Selectman Comment**

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

- a) **Confirm Dates for Upcoming Regular Meetings**
  - May 9, 2023
  - June 20, 2023
- b) Upcoming Election Schedule
  - June 8, 2023 – Deadline to request absentee ballots

- June 13, 2023 – Municipal and RSU #14 Elections and vote Annual Town Meeting warrant via secret ballot – JSMS Gym, 7am to 8pm

**5) Executive Session**

- a) Discussion of Code Enforcement with Attorney – pursuant to 1 MRSA §405 (6) (E)
- b) Discussion of Code Enforcement with Attorney – pursuant to 1 MRSA §405 (6) (E)

**6) Adjournment**

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# Previous Meeting Minutes

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## BOARD OF SELECTMEN Minutes

March 28, 2023

6:30pm – Special Budget Meeting

At Broadcast Studio & Via Zoom

*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, Joe Bruno, Teresa Sadak, Lawrence Taylor, Samuel Gifford

**Select Board members absent:** none

**Town Staff in attendance:**

Don Willard – Town Manager  
Charisse Keach, Finance Director  
Cathy Gosselin, HR Officer  
Alex Sirois – CEO  
Chris Hanson – Assistant CEO  
Joe Crocker – Parks & Rec Director  
Nathan White – Public Works Director  
Bruce Tupper – Fire Chief  
Lee O'Connor – Deputy Fire Chief  
Sue Look – Town Clerk

1) **Called to order** at 5:30pm by Chair Bruno

2) **Minutes of previous meetings**

a) March 16, 2023

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

**Unanimously approved**

3) \* **Executive Session**

a) Discussion of Possible Acquisition of Property – pursuant to 1 MRSA §405 (6) (C)

**Motion** to enter executive session at 5:43pm by Selectman Olsen. Seconded by Selectman Sadak.

**Unanimously approved**

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\* Taken out of order

**Motion** to leave executive session at 6:13pm by Selectman Olsen. Seconded by Selectman Sadak.

**Unanimously approved**

#### 4) New Business

a) Consideration of Town Meeting Warrant Article Recommendations – Select Board

\* **IMPACT FEES:** Assistant CEO Hanson discussed the Town of Raymond consider implementing impact fees to offset costs of infrastructure projects. It is to offset larger demand due to growth. He submitted the following memo:

*During this year's budget process, it has become evident that the Town has increased services to its citizens. The Recreation Dept. and the Library have been added, Public Works, Codes and Public Safety have all grown. This growth has increased the need for more infrastructure. Public Works is looking for funding for a new garage. The Recreation Dept. needs new Tennis Courts. I'm suggesting that the Town look at implementing Impacts Fees to help with the pressure that Growth puts on the Town budget.*

*My experience with Impact Fees comes from my service in the Town of Windham. They have had Impact Fees for Recreation, Sidewalks, and Open Space for decades. While I was there, they added a Public Safety Impact Fee and a Municipal Impact Fee to offset renovations and expansions to these facilities.*

*These Impact Fees are not like Real Estate Taxes, they are a one-time Fee established by the Town and are collected when a new building or sub-division are approved and only assessed once. The fees are part of the permitting process or established by the Planning Board at the time of project approval.*

*Impact Fees are not going to be a silver bullet for this year's budget but, are a way to save for the future and a means of accruing funds to ease the burden of growth and development.*

Assistant CEO Hanson recommended that the Comprehensive Plan Committee look at this and the Select Board suggested that the committee review the recommendation and then send it to the Planning Board.

\* **LD 1:** Assessor's Agent Lebel submitted the following memo:

*Annually, the assessing office calculates the tax limitation on the municipal portion of the annual tax commitment (known as the LD #1 Cap). Schools and Counties have their own limit calculation which they calculate separately within their budget processes. The annual growth of the cap is a combination of local taxable valuation increase percentage and the State 10-year average personal income growth. The legislative body (Town Meeting) can override the spending limitation on municipal budgets at the time of adoption with a separate article stating the intent to do so. This serves as a "second look" confirmatory action by the voting body which still retains full control of the budget approval within that body.*

*Currently the FY24 preliminary cap limitation for the net municipal budget is \$3,630,036 (Pending revenue sharing actuals as received)*

- *Currently the proposed net budget (amount funded from property tax) is*

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\* Taken out of order

\$4,145,932 with no use of fund balance to reduce commitment.

- This places the net budget approximately \$515,896 over the LD #1 cap.

The Selectman, with town meeting approval utilized \$200,000 in fund balance to reduce tax commitment in FY23. However, even with this amount applied, the net budget is over most likely over the cap limit. Like last year, it will be necessary, with this budget, to include an "LD 1 cap increase" warrant article on the Town Meeting warrant.

Separate warrant article necessary to Exceed or Increase Cap:

The article may request to "exceed" or "increase" the LD #1 cap. Because exceeding the property tax levy limit permits the property tax levy to exceed the property tax levy limit only for the year in which the extraordinary circumstance occurs and does not increase the base for purposes of calculating the property tax levy limit for future years, I recommend that the town consider an "increase" to its cap base for a future year (s). Fire Chief Tupper discussed new changes to keep the 2 new positions and cut in other areas.

**From Finance Director memo:**

A correction: The ARPA balance is \$291,000. These funds are planned for the construction of a new septic system at Tassel Top. Any remaining funds will be used to help construct the new bathroom/snack shack. The improvement plans at Tassel Top have been approved by the State of Maine.

There was discussion regarding using some of the library reserves to help reduce the budget. The library funds are currently invested with a maturity date of 5/28/2024 at 5%. We would recommend waiting until the FY24-25 fiscal year to use those funds for Library expenses.

The Select Board wants to use \$30,000 of the library funds.

The Town of Raymond has 33 full-time employees, since January 1, 2022, the Town has lost a total of six employees, two due to retirement and four that have stated they left for better opportunities, which makes our turnover rate 18%.

\$59,000 for the MPERS retirement program for the general staff is not in the budget.

It is important to note that these changes will reduce the unexpended balance that goes to surplus at the end of the fiscal year and relies upon the assumption that we will not have any significant unanticipated expenses. If the town has a need outside the budget, the BOS contingency could be used to address those expenses.

For the purpose of preparing for the warrant, we have incorporated all these changes resulting in a budget increase of 5.46 % over the 2023 fiscal year.

Discussion regarding finding an ACO on our own rather than agreeing to the increased insurance and the \$4 per hour salary increase. We have a partnership agreement with Naples and Casco. The Select Board would like to renegotiate the contract, but we can not take any savings until this happens. The renegotiation should include not paying more than 1/3<sup>rd</sup> of the insurance cost if the ACO were a Raymond employee and 1/3<sup>rd</sup> of the ACO salary from the Salary Survey.

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\* Taken out of order

**Fire Chief Tupper** presented a new budget inline with the Select Board’s request to stay under a 6% increase:

Account Description	2023 Budget	2023 Actual as of 2/28/2023	2024 Proposed Budget	\$\$ Inc.	% Inc
Public Safety/Fire Department/Salaries	902,523	426,653	954,930	52,407	5.81%
Public Safety/Fire Department/Contract Fees & Services	11,000	9,386	12,000	1,000	9.09%
Public Safety/Fire Department/Dispatch Services	36,425	18,212	37,518	1,093	3.00%
Public Safety/Fire Department/Billing	14,000	9,528	17,600	3,600	25.71%
Public Safety/Fire Department/Health & Safety	8,000	1,360	8,000	0	0.00%
Public Safety/Fire Department/Travel & Training	14,500	1,347	13,000	-1,500	-10.34%
Public Safety/Fire Department/Dues & Publications	3,000	3,158	3,500	500	16.67%
Public Safety/Fire Department/Building Maintenance	13,000	2,021	13,000	0	0.00%
Public Safety/Fire Department/Equipment Repairs & Maintenance	0	0	0	0	0.00%
Public Safety/Fire Department/Vehicle Maintenance	37,000	19,928	37,000	0	0.00%
Public Safety/Fire Department/FF Equipment	6,000	3,475	6,500	500	8.33%
Public Safety/Fire Department/Radio Repair & Replacement	11,000	1,369	7,600	-3,400	-30.91%
Public Safety/Fire Department/Uniforms & Clothing	6,500	361	6,500	0	0.00%
Public Safety/Fire Department/Gas & Diesel	15,000	13,582	25,000	10,000	66.67%
Public Safety/Fire Department/SCBA-Air Packs	8,000	1,926	7,200	-800	-10.00%
Public Safety/Fire Department/Fire Prevention	1,600	991	1,700	100	6.25%
Public Safety/Fire Department/Supplies Operations	12,500	8,489	12,500	0	0.00%
Public Safety/Fire Department/Supplies Rx	19,000	10,384	19,000	0	0.00%
Public Safety/Fire Department/Turnout Gear & Equipment	12,000	447	10,240	-1,760	-14.67%
Public Safety/Fire Department/Heating	13,000	2,565	13,000	0	0.00%
Public Safety/Fire Department/Utilities	25,300	14,618	34,390	9,090	35.93%
Public Safety/Fire Department/Equipment	6,000	1,306	4,000	-2,000	-33.33%
	1,175,348		1,244,178	68,830	5.86%

Here is an alternative Public Safety Budget for your approval. We feel it is a priority to add the two new FF/EMT positions so that we have 3 personnel covering 24/7. By adding the two new positions, who will be scheduled to work 24 hour shifts, we will cut one of the on-call shifts 24/7 and decrease the two 10 hour per diem shifts on Saturday and Sunday down to one per diem shift.

In addition to the cuts already in the budget, we have cut:  
 \$2,000 from heating,  
 \$2,500 from Supplies RX and  
 \$3,000 from vehicle maintenance.

With these additions and subtractions, we are coming in with a 5.86% budget increase and also adding \$45,000 in revenue in the rescue billing income over the 2023 budget.

If you do adopt this new proposed budget it will increase: the health insurance and HRA by \$12,960 -  
 Health insurance & HRA  
 \$3,283 - FICA  
 \$5,330 - MainePERS  
 \$21,573 - Total

\* Taken out of order

Appropriations proposed to deduct (*this was done prior to the above Fire Department proposal*):

\$	Dept	Description	Keep Deduction ?
\$25,000	Technology	CIP – unanticipated hardware needs	Yes
\$3,000	Technology	Videographer Payroll	Yes
\$5,000	Recreation	Lifeguard Salary	
\$7,000	Recreation	Project Maintenance	
\$1,467	FICA	Above cuts for Lifeguard & Videographer Salary lines	Only for Technology
\$11,200	Public Works	Winter Sand Contingency	
\$10,000	CIP	Public Works Equipment	
\$4,000	Library	\$2,000 from Media and from Program	
\$4,090	Administration	Restoring Town Records	Yes
\$3,000	Compensation & Training	Each dept has some monies already budgeted	Yes
\$2,000	Administration	KMA Wage & Benefit Update	Yes
\$3,278	Animal Control	1/3 cost of health insurance premiums that Raymond employees receive	
\$5,000	Insurance	Workers Comp MOD was 1.48% and now is 1.18%	Yes
\$8,150	Fire Dept	Decrease Salary line	
\$63,117	Fire Dept	Eliminate 1 proposed new FF-EMT	
\$1,000	Fire Dept	Decrease Training & Travel	
\$5,000	Fire Dept	Fuel Line in anticipation of lower fuel costs	
-\$1,600	Fire Dept	Additional Rescue Billing Fees due to increased Rescue Billing Income	
\$24,615	Fire Dept	MainePERS 2 months start up savings	
\$21,873	Various	Moved to TIF (see details below)	Yes
\$206,190	<b>TOTAL PROPOSED</b>		
\$64,663	<b>TOTAL KEPT DEDUCTIONS</b>	Approximate due to FICA estimate \$700	

\* Taken out of order

Proposed to Move to TIF:

\$	Dept	Description	Keep Move ?
\$11,613	Debt Service Fire Dept	20% of annual calls are TIF eligible	Yes
\$7,260	Fire Dept	20% of SCBAs, Air Packs, Radios, Turn Out Gear & Equipment	Yes
\$1,000	Provider Agencies	Chamber of Commerce support request	Yes
\$1,000	Provider Agencies	RTP Bus support	Yes
\$1,000	Recreation	Raymond Rattlers support	Yes
<b>\$21,873</b>	<b>TOTAL</b>		
<b>\$21,873</b>	<b>TOTAL KEPT MOVE TO TIF</b>		

Revenue Proposed Increases:

\$	Dept	Description	Keep Revenue ?
\$10,000	Code Enforcement	\$10,000 in Permit Fees	Yes
\$10,000	Assessing	\$10,000 in Homestead Exemption	Yes
\$25,000	Property Taxes	Taxable value increased to \$9,500,000	Yes
\$24,871	Milfoil Grant	Awarded since last meeting - \$52,000 total over 2 years – next year will be \$27,132	Yes
\$720	Library	Bank account interest	Yes
<b>\$69,871</b>	<b>TOTAL</b>		
\$30,000	Library	From invested funds – per Select Board	
<b>\$99,871</b>	<b>TOTAL KEPT REVENUE</b>		

After all these changes the budget would increase by 6.11%.

\$4,000,000 bond for 20 years \$200,000 per year plus interest. The Select Board wants this at 15 years. \$1,000,000 for Parks & Recreation and \$3,000,000 for Public Works garage. Select Board thinks that it should be \$3,500,000 for the garage. Check \$4,500,000 for 15 and 20 years and add an article to the warrant.

By consensus the Select Board decided to wait until next year to consider offering MainePERS to all employees.

By consensus the Select Board decided to re-word the warrant article for MainePERS to include the Fire Chief which will increase the retirement budget by approximately \$10,000.

Select Board said to reduce the Reval line in CIP from \$100,000 to \$80,000 to take the budget to less than a 6% increase.

\* Taken out of order

The strikeouts below are due to the Select Board's decisions listed above.

**ARTICLE 3: Referendum Question A:** To see if the Town will vote to:

1. Set the date the 1<sup>st</sup> half of taxes due to October 31, 2023, and the 2<sup>nd</sup> half of taxes due to April 30, 2024;
2. Set the interest rate for unpaid balances and for abated taxes at eight percent (8%) for the fiscal year;
3. 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
4. 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.

Select Board recommends/does not recommend Article 3

Budget-Finance Committee recommends/does not recommend Article 3

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.

**Unanimously approved**

**ARTICLE 4: Referendum Question B:** To see if the Town will vote to raise and appropriate ~~\$2,366,978~~ **\$2,396,021** for General Government Services (Administration; Compensation and Training; Insurances, Worker Comp and Benefits; Assessing; Code Enforcement; Recreation; Technology; and General Assistance).

The budget figures will be assigned as follows:

<i>Administration</i>	<i>\$557,487</i>
<i>Compensation and Training</i>	<i>\$75,000</i>
<i>Insurances, Worker Comp, and Benefits</i>	<i>\$1,025,778</i>
	<i>\$1,049,861</i>
<i>Assessing</i>	<i>\$90,477</i>
	<i>\$83,437</i>
<i>Code Enforcement</i>	<i>\$225,892</i>
<i>Recreation</i>	<i>\$163,084</i>
<i>Technology</i>	<i>\$226,260</i>
<i>General Assistance</i>	<i>\$15,000</i>

Select Board recommends/does not recommend Article 4

Budget-Finance Committee recommends/does not recommend Article 4

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.

**Unanimously approved**

\* Taken out of order

**ARTICLE 5: Referendum Question C:** To see if the Town will vote to raise and appropriate ~~\$1,408,440~~ **\$1,419,640** for Public Works.

*The budget figures will be assigned as follows:*

<i>Public Works</i>	<i>\$919,156</i>
	<i>\$930,356</i>
<hr/> <i>Town Buildings</i>	<i>\$46,000</i>
<hr/> <i>Solid Waste</i>	<i>\$398,100</i>
<hr/> <i>Cemeteries</i>	<i>\$45,184</i>

Select Board recommends/does not recommend Article 5

Budget-Finance Committee recommends/does not recommend Article 5

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.

**Unanimously approved**

**ARTICLE 6: Referendum Question D:** To see if the Town will vote to raise and appropriate ~~\$1,285,197~~ **\$1,281,432** for Public Safety.

*The budget figures will be assigned as follows:*

<i>Fire/Rescue Department</i>	<i>\$1,246,314</i>
	<i>\$1,239,271</i>
<hr/> <i>Animal Control</i>	<i>\$38,883</i>
	<i>\$42,161</i>

Select Board recommends/does not recommend Article 6

Budget-Finance Committee recommends/does not recommend Article 6

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.

**Unanimously approved**

**ARTICLE 7: Referendum Question E:** To see if the Town will vote to authorize the Select Board to dispose of Town owned personal property with value not to exceed **\$75,000**.

Select Board recommends/does not recommend Article 7

Budget-Finance Committee recommends/does not recommend Article 7

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.

**Unanimously approved**

\* Taken out of order

**ARTICLE 8: Referendum Question F:** 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**.

Select Board recommends/does not recommend Article 8  
Budget-Finance Committee recommends/does not recommend Article 8

**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 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.

Select Board recommends/does not recommend Article 9  
Budget-Finance Committee recommends/does not recommend Article 9

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.  
**Unanimously approved**

**ARTICLE 10: Referendum Question H:** 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.

Select Board recommends/does not recommend Article 10  
Budget-Finance Committee recommends/does not recommend Article 10

**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 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 **\$?00,000**.

Select Board recommends/does not recommend Article 11  
Budget-Finance Committee recommends/does not recommend Article 11

*This article will not be decided until after the Auditor has presented the FY 2021-2022 Audit at the Select Board's April 11, 2023, regular meeting.*

\* Taken out of order

**ARTICLE 12: Referendum Question J:** To see if the Town will vote to appropriate ~~\$307,823~~ **\$312,730** from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2022-2023 project proposed in the Tax Increment Financing District Development Program (for details see Addendum 1).

Select Board recommends/does not recommend Article 12  
Budget-Finance Committee recommends/does not recommend Article 12

**Motion** to recommend by Selectman Gifford. Seconded by Selectman Olsen.  
**Unanimously approved**

**ARTICLE 13: Referendum Question K:** To see if the Town will vote to appropriate from the Tassel Top Park Enterprise fund the amount of **\$153,355** 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.

Select Board recommends/does not recommend Article 13  
Budget-Finance Committee recommends/does not recommend Article 13

**Motion** to recommend by Selectman Olsen. Seconded by Selectman Sadak.  
**Unanimously approved**

**ARTICLE 14: Referendum Question L:** To see if the town will vote to raise and appropriate **\$341,501** for Debt Services.

*The budget figures will be assigned as follows:*

<u>2013 Public Works Road Construction Bond</u>	<u>\$207,500</u>
<u>2015 Public Works Sand/Salt Construction and Public Safety Replacement Engine Bond</u>	<u>\$87,550</u>
<u>2022 Lease Purchase Rescue Pumper Truck</u>	<u>\$46,451</u>

Select Board recommends/does not recommend Article 14  
Budget-Finance Committee recommends/does not recommend Article 14

**Motion** to recommend by Selectman Gifford. Seconded by Selectman Olsen.  
**Unanimously approved**

**ARTICLE 15: Referendum Question M:** To see if the Town will vote to raise and appropriate ~~\$157,403~~ **\$161,403** for the Raymond Village Library.

Select Board recommends/does not recommend Article 5  
Budget-Finance Committee recommends/does not recommend Article 5

**Motion** to recommend by Selectman Olsen. Seconded by Selectman Gifford.  
**Unanimously approved**

\* Taken out of order

Selectman's Meeting Minutes

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March 28, 2023

**ARTICLE 16: Referendum Question N:** To see if the town will vote to raise and appropriate ~~\$1,020,000~~ **\$1,010,000** for the Capital Improvement Program.

The budget figures will be assigned as follows:

Public Works Equipment Reserve	\$215,000
	\$225,000
Public Works Paving/Road Reserve	\$410,000
Municipal Facilities Improvements	\$85,000
Technology	\$100,000
Revaluation Reserve	\$100,000
	\$80,000
Public Safety Fire Apparatus	\$75,000
Playground Improvements	\$35,000

Select Board recommends/does not recommend Article 16

Budget-Finance Committee recommends/does not recommend Article 16

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

**ARTICLE 17: Referendum Question O:** 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.

Select Board recommends/does not recommend Article 17

Budget-Finance Committee recommends/does not recommend Article 17

**Motion** to recommend by Selectman Gifford. Seconded by Selectman Olsen.  
**Unanimously approved**

**ARTICLE 18: Referendum Question P:** To see if the Town will vote to raise and appropriate **\$974,325** for the County Tax (\$80,574 is the first of five (5) annual, no-interest payments for six (6) months of taxes, January to June 2023, and \$893,751 is for the fiscal year July 2023 to June 2024 taxes, enabling Cumberland County to move from a calendar year to a fiscal year assessment).

Select Board recommends/does not recommend Article 18

Budget-Finance Committee recommends/does not recommend Article 18

**Motion** to recommend by Selectman Gifford. Seconded by Selectman Olsen.

Add language to explain that some of this payment is for the 5 annual payments to move to a fiscal year. See underlined text above.

**Unanimously approved**

\* Taken out of order

**ARTICLE 19: Referendum Question Q:** To see if the Town will vote to raise and appropriate \$1,000 for Provider Agencies.

Select Board recommends/does not recommend Article 19  
Budget-Finance Committee recommends/does not recommend Article 19

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.  
**Unanimously approved**

**ARTICLE 20: Referendum Question R:** To see if the Town will vote to appropriate the total sum of ~~\$1,807,020~~ **\$1,837,020** 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.

Select Board recommends/does not recommend Article 20  
Budget-Finance Committee recommends/does not recommend Article 20

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Taylor.  
**Unanimously approved**

**ARTICLE 21: Referendum Question S:** 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, 2023, and any other funds provided by any other entity including but not limited to:

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

Select Board recommends/does not recommend Article 21  
Budget-Finance Committee recommends/does not recommend Article 21

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

\* Taken out of order

**ARTICLE 22: Referendum Question T:** To see if the Town will vote to authorize the use of Town employees and/or Town owned equipment or independent contractor(s) hired by the Town for maintenance on private roads in special and certain circumstances where in the public's interest.

Select Board recommends/does not recommend Article 22

Budget-Finance Committee recommends/does not recommend Article 22

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

**Unanimously approved**

**ARTICLE 23: Referendum Question U:** LD1: To see if the Town will vote to increase the property tax levy limit of \$?,000,000.00 established for the Town of Raymond by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit.

Select Board recommends/does not recommend Article 23

Budget-Finance Committee recommends/does not recommend Article 23

*This article will not be decided until a discussion with Assessor's Agent Curt Lebel and the Select Board will vote on their recommendation at their April 11, 2023, regular meeting.*

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\* Taken out of order

Selectman's Meeting Minutes

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March 28, 2023

New article for MainePERS:

**ARTICLE 24: Referendum Question V:** To see if the Town of Raymond will vote to join the Maine Public Employees Retirement System (MainePERS) as a Participating Local District effective September 1, 2023, and:

- a) **To offer** Special Plan 3C to its regular, full-time firefighters and emergency medical services employees who are paid at least 2080 hours per year between hours worked, paid vacation, paid holiday, and paid sick time; and
- b) **To exclude** all other employees, including all other elected/appointed officials, from participating in MainePERS; and
- c) **To allow** its eligible employees who are currently employed by the Town on September 1, 2023, who elect to join MainePERS, the option to purchase prior service upon the employee's full payment of all associated costs. The Town will not participate in the purchase of prior service and so employees who wish to purchase prior service are responsible for paying the full liability associated with this service; and
- d) **To authorize** the Town Manager to sign the agreement between the Town and the Maine Public Employees Retirement System; and
- e) **To adopt** the provisions of 5 M.R.S. §18252-C as enacted by PL 2021, Chapter 286 as allowed by MainePERS Rule Chapter 803 for non-participating employees with optional membership who declined to participate in MainePERS when first eligible ("eligible employees") and to comply with the following requirements:
  - a. Beginning in 2024, to annually offer eligible employees who have been employed for less than 5 years the opportunity to join MainePERS on a prospective basis during an open enrollment period from September 1<sup>st</sup> through November 1<sup>st</sup> and to provide MainePERS with documentation of each election made by eligible employees under this provision: and
  - b. To withhold employee contributions for employees who join under this provision on an after-tax basis and to remit them to MainePERS.

Select Board recommends/does not recommend Article 24

Budget-Finance Committee recommends/does not recommend Article 24

*This is a new article and the Select Board will vote on their recommendation at their April 11, 2023, regular meeting.*

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\* Taken out of order

Selectman's Meeting Minutes

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March 28, 2023

New article for Bond:

**ARTICLE 25: Referendum Question W:** Shall the Town of Raymond (the "Town"):

1. **Approve** a capital project including engineering and design costs, transaction costs, and other expenses reasonably related thereto (the "Project") consisting of:
  - a. The construction of a public works garage to be located at 170 Plains Road at an estimated cost of **\$3,500,000**;
  - b. Recreation improvements to include lighted tennis courts to be located at Shari Gagnon Park on Mill Street at an estimated cost of **\$440,000**;
  - c. Improvements at Tassel Top Park consisting of a snack shack, bathroom facilities, and a maintenance building at an estimated cost of **\$560,000**.
2. **Appropriate** the sum of **\$4,500,000**, plus any additional premium, to provide for the costs of the Project;
3. **Authorize** the Town Treasurer and the Chair of the Select Board to issue general obligation securities of the Town (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$4,500,000, plus any additional premium, to fund the Project; and
4. **Delegate** to the Town Treasurer and the Chair of the Select Board the authority and discretion to fix the dates, maturities, interest rates, denominations, calls for redemption (with or without premium), form, and other details of said securities, including authority to execute and deliver the securities on behalf of the Town?

FINANCIAL STATEMENT

**TOTAL BOND INDEBTEDNESS**

a. Bonds outstanding and unpaid:	\$	570,000
b. Bonds authorized and unissued (other than this loan):	\$	-0-
c. Maximum amount to be issued if approved:	\$	4,500,000

**2. COSTS**

*At an estimated maximum interest rate of 3.25% for a fifteen (15) year maturity, the estimated cost of this bond will be:*

Principal	\$	4,500,000
Interest	\$	<u>1,128,750</u>
Total:	\$	5,628,750

**3. VALIDITY**

*The validity of the bonds and the voter's ratification of the bonds may not be affected by any error in the above estimates. If the actual amount of the total debt service varies from the estimates, the ratification by the voters nevertheless conclusive, and the validity of the bond issue is not affected by reason of the variance.*



\_\_\_\_\_  
Charisse Keach, Town Treasurer

Select Board recommends/does not recommend Article 25

Budget-Finance Committee recommends/does not recommend Article 25

*This is a new article and the Select Board will vote on their recommendation at their April 11, 2023, regular meeting.*

\* Taken out of order

**ARTICLE 26: Referendum Question X:** Shall § 350-5.4. – Table Of Land Uses, § 350-6.17. – Timber Harvesting: Statewide Standards, § 350-7-3. – Permit Application, § 350-7.7. B(6) – Appeals, and § 350-8.2. – Terms Defined, of the Shoreland Zoning Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 26  
Select Board recommends Article 26

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.  
**Unanimously approved**

*Summary of Changes:*

*This amendment to the Shoreland Zoning Ordinance is mandatory following ORDER #31-2022 from the Maine Department of Environmental Protection. In summary, this amendment is necessary because:*

- Currently, in Raymond timber harvesting is enforced by the State of Maine. In order to maintain that enforcement, the proposed amendment is mandatory. Otherwise, Raymond will need to enforce all the timber harvesting standards in the Shoreland Zoning Ordinance.*
- State law (Title 38 §439-A(10) now requires pre-construction and post-construction photos for projects that occur within the shoreland zone.*
- The Department Order requires the single-family setback variance be removed from the ordinance since it is now considered less strict than State minimum standards.*
- The Department Order requires an amendment to the current less strict definitions of Solar Energy System, and Structure.*

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\* Taken out of order

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March 28, 2023

**ARTICLE 27: Referendum Question Y:** Shall § 300-13.3d(4)(C) – Open Space Subdivisions, and § 300-9.21(A)(1) – Lots, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 27  
Select Board recommends Article 27

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

*Summary of Changes:*

*During the codification project, a review of the Land Use Ordinance found the following error: 13.3D(4)(c) points to an ordinance section that does not exist. The proposed amendment will remove that section. Also, § 300-9.21 is unclear and should be amended to provide more specific intent.*

**ARTICLE 28: Referendum Question Z:** Shall § 300-10.5. – Criteria And Standards, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 28  
Select Board recommends Article 28

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

*Summary of Changes:*

*This amendment to the Land Use Ordinance will require special feature areas to meet minimum district setbacks. For example, a dumpster pad or exposed machinery installation will need to meet minimum setbacks. Currently, they are not required to meet the minimum setback as long as they are screened (fence, shrubs, etc.).*

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\* Taken out of order

**ARTICLE 29: Referendum Question AA:** Shall § 300-9.22. – Shipping Containers, and § 300-12.2. – Terms Defined, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.  
**Unanimously approved**

Planning Board recommends Article 29  
Select Board recommends Article 29

*Summary of Changes:*

*This proposed amendment to the Land Use Ordinance would allow intermodal shipping containers to be used in residential and nonresidential zoning districts for storage or occupancy. Currently, shipping containers are only allowed in nonresidential districts for temporary storage only.*

**ARTICLE 30: Referendum Question AB:** Shall § 300-2.2. – Land Use Regulation Map, and § 350-2.1. – Districts And Zoning Map, as amended through June 3, 2014, be updated as shown 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 30  
Select Board recommends Article 30

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

*Summary of Changes:*

*The current zoning map (amended last in 2014) has an error with the inset, which will be corrected by this amendment. In addition to the correction, we are slightly modifying the style of the map (stream protection color and wetland symbol).*

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\* Taken out of order

**ARTICLE 31: Referendum Question AC:** Shall Article 6(4) – Amendments To Previously Approved Subdivision Plan, And Article 7(4) – Amendments To Previously Approved Subdivision Plan, of the Subdivision Ordinance as adopted May 21, 1994, and amended through June 4, 2019, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 31

Select Board recommends Article 31

**Motion** to recommend by Selectman Gifford. Seconded by Selectman Olsen.  
**Unanimously approved**

*Summary of Changes:*

*This proposed amendment to the Subdivision Ordinance would require notification to be sent to all lot owners within a subdivision when an amendment to that subdivision has been proposed. Currently, notification is only sent to lot owners within 250' of the properties involved. If this amendment is approved all lot owners, regardless of the distance from the subject property, would be notified.*

**ARTICLE 32: Referendum Question AD:** Shall § 300-9.26. – Accessory Apartments, and § 300-12.2. – Terms Defined, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022; and § 350-5.4. – Table Of Land Uses, and § 350-8.2. – Terms Defined, of the Shoreland Zoning Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 32

Select Board recommends Article 32

**Motion** to recommend by Selectman Sadak. Seconded by Selectman Olsen.  
**Unanimously approved**

*Summary of Changes:*

*The proposed amendment is necessary in order to maintain consistency with the new Accessory Dwelling Unit (ADU) law contained within LD 2003, 30-A M.R.S. § 4364-B.*

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\* Taken out of order

**5) Public Comment**

Denis Morse spoke about the way that the Public Works garage proposal was put together without at least 2 studies, a needs assessment, and a cost analysis as was done when the Public Safety building was planned.

Public Works Director White has been planning this for some years and has 2 sets of plans to assess. It was presented at the Department Head Review budget meeting to see if the Select Board wanted him to proceed with plans.

**6) Selectman Comment**

Thanks to the staff for getting the budget to where it is.

**7) Adjournment**

**Motion** to adjourn at 7:35pm by Selectman Olsen. Seconded by Selectman Sadak.  
**Unanimously approved**

*Respectfully submitted,*

*Susan L Look, Town Clerk*

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\* Taken out of order

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# 2023 Annual Town Meeting Warrant DRAFT

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**Town of Raymond**  
June 13, 2023  
**ANNUAL TOWN MEETING WARRANT**

TO: Nathan White, a constable 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 assemble in the Jordan-Small Middle School Gymnasium of said town on Tuesday, the 13<sup>th</sup> day of June, A.D. 2023 at seven (7:00) o'clock in the forenoon, then and there to act on the articles listed below.

The polls will open as soon as Article 1 has been acted upon and will remain open to vote on Articles 2 through 32 until eight (8:00) o'clock in the evening.

The Registrar hereby gives notice that the Town Clerk's Office will be open for the purpose of registering voters and correcting the list of voters on Friday, June 2, 2023, from 8:30 a.m. to 4:00 p.m.; Tuesday, June 6, 2023, from 8:30 a.m. to 7:00 p.m.; and Wednesday, June 7, 2023, from 8:30 a.m. to 4:00 p.m.; Thursday, June 8, 2023, from 8:30 a.m. to 5:00 p.m.; and Friday, June 9, 2023, from 8:30 a.m. to 5:00 p.m. The Registrar will be in the Jordan-Small Middle School Gymnasium on Election Day, June 13, 2023, until the closing of the polls to register voters and to correct names and addresses.

**ARTICLE 1:** To elect a moderator by written ballot.

**ARTICLE 2:** To elect by secret ballot the following Town Officials, namely two (2) Select Board members, for three-year terms; two (2) members for the Budget-Finance Committee, for three-year terms; and one (1) member for the RSU School Board of Directors, for a three-year term.

**ARTICLE 3: Referendum Question A:** To see if the Town will vote to:

1. Set the date the 1<sup>st</sup> half of taxes due to October 31, 2023, and the 2<sup>nd</sup> half of taxes due to April 30, 2024;
2. Set the interest rate for unpaid balances and for abated taxes at eight percent (8%) for the fiscal year;
3. 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
4. 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.

Select Board recommends Article 3

Budget-Finance Committee recommends Article 3

**ARTICLE 4: Referendum Question B:** To see if the Town will vote to raise and appropriate **\$2,396,021** for General Government Services (Administration; Compensation and Training; Insurances, Worker Comp and Benefits; Assessing; Code Enforcement; Recreation; Technology; and General Assistance).

*The budget figures will be assigned as follows:*

<i>Administration</i>	<i>\$557,487</i>
<i>Compensation and Training</i>	<i>\$75,000</i>
<i>Insurances, Worker Comp, and Benefits</i>	<i>\$1,049,861</i>
<i>Assessing</i>	<i>\$83,437</i>
<i>Code Enforcement</i>	<i>\$225,892</i>
<i>Recreation</i>	<i>\$163,084</i>
<i>Technology</i>	<i>\$226,260</i>
<i>General Assistance</i>	<i>\$15,000</i>

Select Board recommends Article 4

Budget-Finance Committee recommends Article 4

**ARTICLE 5: Referendum Question C:** To see if the Town will vote to raise and appropriate **\$1,419,640** for Public Works.

*The budget figures will be assigned as follows:*

<i>Public Works</i>	<i>\$930,356</i>
<i>Town Buildings</i>	<i>\$46,000</i>
<i>Solid Waste</i>	<i>\$398,100</i>
<i>Cemeteries</i>	<i>\$45,184</i>

Select Board recommends Article 5

Budget-Finance Committee recommends Article 5

**ARTICLE 6: Referendum Question D:** To see if the Town will vote to raise and appropriate **\$1,281,432** for Public Safety.

*The budget figures will be assigned as follows:*

<i>Fire/Rescue Department</i>	<i>\$1,239,271</i>
<i>Animal Control</i>	<i>\$42,161</i>

Select Board recommends Article 6

Budget-Finance Committee recommends Article 6

**ARTICLE 7: Referendum Question E:** To see if the Town will vote to authorize the Select Board to dispose of Town owned personal property with value not to exceed \$75,000.

Select Board recommends Article 7  
Budget-Finance Committee recommends Article 7

**ARTICLE 8: Referendum Question F:** 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.

Select Board recommends Article 8  
Budget-Finance Committee recommends Article 8

**ARTICLE 9: Referendum Question G:** 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.

Select Board recommends Article 9  
Budget-Finance Committee recommends Article 9

**ARTICLE 10: Referendum Question H:** 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.

Select Board recommends Article 10  
Budget-Finance Committee recommends Article 10

**ARTICLE 11: Referendum Question I:** 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 \$?00,000.

Select Board recommends/does not recommend Article 11  
Budget-Finance Committee recommends/does not recommend Article 11

**ARTICLE 12: Referendum Question J:** To see if the Town will vote to appropriate **\$319,770** from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2023-2024 project proposed in the Tax Increment Financing District Development Program (for details see Addendum 1).

Select Board recommends/does not recommend Article 12

Budget-Finance Committee recommends/does not recommend Article 12

**ARTICLE 13: Referendum Question K:** To see if the Town will vote to appropriate from the Tassel Top Park Enterprise fund the amount of **\$153,355** 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.

Select Board recommends Article 13

Budget-Finance Committee recommends Article 13

**ARTICLE 14: Referendum Question L:** To see if the town will vote to raise and appropriate **\$341,501** for Debt Services.

*The budget figures will be assigned as follows:*

<i>2013 Public Works Road Construction Bond</i>	<i>\$207,500</i>
<i>2015 Public Works Sand/Salt Construction and Public Safety Replacement Engine Bond</i>	<i>\$87,550</i>
<i>2022 Lease Purchase Rescue Pumper Truck</i>	<i>\$46,451</i>

Select Board recommends Article 14

Budget-Finance Committee recommends Article 14

**ARTICLE 15: Referendum Question M:** To see if the Town will vote to raise and appropriate **\$161,403** for the Raymond Village Library.

Select Board recommends Article 15

Budget-Finance Committee recommends Article 15

**ARTICLE 16: Referendum Question N:** To see if the town will vote to raise and appropriate **\$1,010,000** for the Capital Improvement Program.

*The budget figures will be assigned as follows:*

<u>Public Works Equipment Reserve</u>	<u>\$225,000</u>
<u>Public Works Paving/Road Reserve</u>	<u>\$410,000</u>
<u>Municipal Facilities Improvements</u>	<u>\$85,000</u>
<u>Technology</u>	<u>\$100,000</u>
<u>Revaluation Reserve</u>	<u>\$80,000</u>
<u>Public Safety Fire Apparatus</u>	<u>\$75,000</u>
<u>Playground Improvements</u>	<u>\$35,000</u>

Select Board recommends Article 16

Budget-Finance Committee recommends Article 16

**ARTICLE 17: Referendum Question O:** 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.

Select Board recommends Article 17

Budget-Finance Committee recommends Article 17

**ARTICLE 18: Referendum Question P:** To see if the Town will vote to raise and appropriate **\$974,325** for the County Tax (\$80,574 is the first of five (5) annual, no-interest payments for six (6) months of taxes, January to June 2023, and \$893,751 is for the fiscal year July 2023 to June 2024 taxes, enabling Cumberland County to move from a calendar year to a fiscal year assessment).

Select Board recommends Article 18

Budget-Finance Committee recommends Article 18

**ARTICLE 19: Referendum Question Q:** To see if the Town will vote to raise and appropriate **\$1,000** for Provider Agencies.

Select Board recommends Article 19

Budget-Finance Committee recommends Article 19

**ARTICLE 20: Referendum Question R:** To see if the Town will vote to appropriate the total sum of **\$1,837,020** 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.

Select Board recommends Article 20

Budget-Finance Committee recommends Article 20

**ARTICLE 21: Referendum Question S:** 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, 2023, and any other funds provided by any other entity including but not limited to:

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

Select Board recommends Article 21  
Budget-Finance Committee recommends Article 21

**ARTICLE 22: Referendum Question T:** To see if the Town will vote to authorize the use of Town employees and/or Town owned equipment or independent contractor(s) hired by the Town for maintenance on private roads in special and certain circumstances where in the public's interest.

Select Board recommends Article 22  
Budget-Finance Committee recommends Article 22

**ARTICLE 23: Referendum Question U: LD1:** To see if the Town will vote to increase the property tax levy limit of **\$3,630,036.38** established for the Town of Raymond by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit.

Select Board recommends/does not recommend Article 23  
Budget-Finance Committee recommends Article 23

**ARTICLE 24: Referendum Question V:** To see if the Town of Raymond will vote to join the Maine Public Employees Retirement System (MainePERS) as a Participating Local District effective September 1, 2023, and:

- a) **To offer** Special Plan 3C to its regular, full-time firefighters and emergency medical services employees who are paid at least 2080 hours per year between hours worked, paid vacation, paid holiday, and paid sick time; and
- b) **To exclude** all other employees, including all other elected/appointed officials, from participating in MainePERS; and
- c) **To allow** its eligible employees who are currently employed by the Town on September 1, 2023, who elect to join MainePERS, the option to purchase prior service upon the employee's full payment of all associated costs. The Town will not participate in the purchase of prior service and so employees who wish to purchase prior service are responsible for paying the full liability associated with this service; and
- d) **To authorize** the Town Manager to sign the agreement between the Town and the Maine Public Employees Retirement System; and
- e) **To adopt** the provisions of 5 M.R.S. §18252-C as enacted by PL 2021, Chapter 286 as allowed by MainePERS Rule Chapter 803 for non-participating employees with optional membership who declined to participate in MainePERS when first eligible ("eligible employees") and to comply with the following requirements:
  - a. Beginning in 2024, to annually offer eligible employees who have been employed for less than 5 years the opportunity to join MainePERS on a prospective basis during an open enrollment period from September 1<sup>st</sup> through November 1<sup>st</sup> and to provide MainePERS with documentation of each election made by eligible employees under this provision: and
  - b. To withhold employee contributions for employees who join under this provision on an after-tax basis and to remit them to MainePERS.

Select Board recommends/does not recommend Article 24

Budget-Finance Committee recommends/does not recommend Article 24

**ARTICLE 25: Referendum Question W:** Shall the Town of Raymond (the "Town"):

1. **Approve** a capital project including engineering and design costs, transaction costs, and other expenses reasonably related thereto (the "Project") consisting of:
  - a. The design and engineering of a public works garage to be located at 170 Plains Road at an estimated cost of **\$150,000**;
  - b. Recreation improvements to include lighted tennis courts to be located at Shari Gagnon Park on Mill Street at an estimated cost of **\$440,000**;
  - c. Improvements at Tassel Top Park consisting of a snack shack, bathroom facilities, and a maintenance building at an estimated cost of **\$560,000**.
2. **Appropriate** the sum of **\$1,150,000**, plus any additional premium, to provide for the costs of the Project;
3. **Authorize** the Town Treasurer and the Chair of the Select Board to issue general obligation securities of the Town (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed **\$1,150,000**, plus any additional premium, to fund the Project; and
4. **Delegate** to the Town Treasurer and the Chair of the Select Board the authority and discretion to fix the dates, maturities, interest rates, denominations, calls for redemption (with or without premium), form, and other details of said securities, including authority to execute and deliver the securities on behalf of the Town?

**FINANCIAL STATEMENT**

**TOTAL BOND INDEBTEDNESS**

a. Bonds outstanding and unpaid (will retire in FY2025):	\$	570,000
b. Bonds authorized and unissued (other than this loan):	\$	-0-
c. Maximum amount to be issued if approved:	\$	1,150,000

**2. COSTS**

At an estimated maximum interest rate of *?.??%* for a five (5) year maturity, the estimated cost of this government obligation bond will be:

Principal	\$	1,150,000
Interest	\$	<i>??,???</i>
Total:	\$	<i>1,???,???</i>

**3. VALIDITY**

The validity of the bonds and the voter's ratification of the bonds may not be affected by any error in the above estimates. If the actual amount of the total debt service varies from the estimates, the ratification by the voters nevertheless conclusive, and the validity of the bond issue is not affected by reason of the variance.

 Charisse Keach  
Charisse Keach, Town Treasurer

Select Board recommends/does not recommend Article 25  
Budget-Finance Committee recommends/does not recommend Article 25

**ARTICLE 26: Referendum Question X:** Shall § 350-5.4. – Table Of Land Uses, § 350-6.17. – Timber Harvesting: Statewide Standards, § 350-7-3. – Permit Application, § 350-7.7. B(6) – Appeals, and § 350-8.2. – Terms Defined, of the Shoreland Zoning Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 26  
Select Board recommends Article 26

*Summary of Changes:*

*This amendment to the Shoreland Zoning Ordinance is mandatory following ORDER #31-2022 from the Maine Department of Environmental Protection. In summary, this amendment is necessary because:*

- Currently, in Raymond timber harvesting is enforced by the State of Maine. In order to maintain that enforcement, the proposed amendment is mandatory. Otherwise, Raymond will need to enforce all the timber harvesting standards in the Shoreland Zoning Ordinance.*
- State law (Title 38 §439-A(10) now requires pre-construction and post-construction photos for projects that occur within the shoreland zone.*
- The Department Order requires the single-family setback variance be removed from the ordinance since it is now considered less strict than State minimum standards.*
- The Department Order requires an amendment to the current less strict definitions of Solar Energy System, and Structure.*

**ARTICLE 27: Referendum Question Y:** Shall § 300-13.3d(4)(C) – Open Space Subdivisions, and § 300-9.21(A)(1) – Lots, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 27  
Select Board recommends Article 27

*Summary of Changes:*

*During the codification project, a review of the Land Use Ordinance found the following error: 13.3D(4)(c) points to an ordinance section that does not exist. The proposed amendment will remove that section. Also, § 300-9.21 is unclear and should be amended to provide more specific intent.*

**ARTICLE 28: Referendum Question Z:** Shall § 300-10.5. – Criteria And Standards, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 28  
Select Board recommends Article 28

*Summary of Changes:*

*This amendment to the Land Use Ordinance will require special feature areas to meet minimum district setbacks. For example, a dumpster pad or exposed machinery installation will need to meet minimum setbacks. Currently, they are not required to meet the minimum setback as long as they are screened (fence, shrubs, etc.).*

**ARTICLE 29: Referendum Question AA:** Shall § 300-9.22. – Shipping Containers, and § 300-12.2. – Terms Defined, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 29  
Select Board recommends Article 29

*Summary of Changes:*

*This proposed amendment to the Land Use Ordinance would allow intermodal shipping containers to be used in residential and nonresidential zoning districts for storage or occupancy. Currently, shipping containers are only allowed in nonresidential districts for temporary storage only.*

**ARTICLE 30: Referendum Question AB:** Shall § 300-2.2. – Land Use Regulation Map, and § 350-2.1. – Districts And Zoning Map, as amended through June 3, 2014, be updated as shown 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 30

Select Board recommends Article 30

*Summary of Changes:*

*The current zoning map (amended last in 2014) has an error with the inset, which will be corrected by this amendment. In addition to the correction, we are slightly modifying the style of the map (stream protection color and wetland symbol).*

**ARTICLE 31: Referendum Question AC:** Shall Article 6(4) – Amendments To Previously Approved Subdivision Plan, And Article 7(4) – Amendments To Previously Approved Subdivision Plan, of the Subdivision Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in strikethrough 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 31

Select Board recommends Article 31

*Summary of Changes:*

*This proposed amendment to the Subdivision Ordinance would require notification to be sent to all lot owners within a subdivision when an amendment to that subdivision has been proposed. Currently, notification is only sent to lot owners within 250' of the properties involved. If this amendment is approved all lot owners, regardless of the distance from the subject property, would be notified.*

**ARTICLE 32: Referendum Question AD:** Shall § 300-9.26. – Accessory Apartments, and § 300-12.2. – Terms Defined, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022; and § 350-5.4. – Table Of Land Uses, and § 350-8.2. – Terms Defined, of the Shoreland Zoning Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, 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](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 32

Select Board recommends Article 32

*Summary of Changes:*

*The proposed amendment is necessary in order to maintain consistency with the new Accessory Dwelling Unit (ADU) law contained within LD 2003, 30-A M.R.S. § 4364-B.*

*Respectfully submitted,*



*Susan L Look, Town Clerk*

Given under our hands on the 11<sup>th</sup> day of April AD 2023.

\_\_\_\_\_  
Joseph Bruno, Chair

\_\_\_\_\_  
Rolf Olsen, Vice Chair

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

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

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

I attest that this is a true copy.

\_\_\_\_\_  
Susan L Look  
Town Clerk



Town of Raymond  
2023 Annual Town Meeting  
Warrant Addendum

(Click on item to go to that page)

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## Addendum 1 - TIF

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Tax Increment Financing District (TIF)	2024 Proposed Budget
Salaries	\$8,500
Contracted Assessing	\$7,040
Social Security & Medicare (FICA)	\$650
Mapping & GIS	\$15,000
Planning Services	\$30,000
Street Light Fixtures	\$36,500
Advertising	\$4,100
Comprehensive Plan	\$50,000
Historical Society	\$1,800
Raymond Rattlers	\$1,000
RTP Explorer	\$1,000
Raymond Waterways Protective Association (RWPA) Courtesy Boat Inspections	\$7,000
Maine DEP Milfoil Program	\$8,000
Street Flag Replacement	\$1,100
Hawthorne House	\$1,000
Sebago Lakes Chamber	\$1,000
Route 302 Maintenance	\$45,700
Hydrant Rental	\$7,200
Supplies	\$3,000
PS Equipment	\$11,167
Utilities	\$17,400
PS Debt Service	\$11,613
Paving & Roads	\$50,000
<b>Total</b>	<b>\$319,770</b>

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# Land Use & Shoreland Zoning Ordinance Changes Summary

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## 2023 ZONING AMENDMENTS

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23-01

Shoreland Zoning Ordinance § 350-7.7. B(6) – Appeals  
*Removal of the single-family dwelling variance option*

Shoreland Zoning Ordinance § 350-8.2 – Terms Defined  
*Amendment of the Solar Energy System, and Structure definitions*

Shoreland Zoning Ordinance § 350-7-3. – Permit Application  
*Requirement of pre and post-construction photos for projects within the shoreland zone*

Shoreland Zoning Ordinance § 350-5.4. – Table of Land Uses  
Shoreland Zoning Ordinance § 350-6.17. – Timber Harvesting: Statewide Standards  
Shoreland Zoning Ordinance § 350-8.2. – Terms Defined  
*Removal of timber harvesting standards within the shoreland zone (now enforced by the State of Maine)*

23-02

Land Use Ordinance § 300-13.3D(4)(c) – Open Space Subdivisions  
Land Use Ordinance § 300-9-21 – Lots  
*Correct and clarify ordinance errors*

23-03

Land Use Ordinance § 300-10.5 – Criteria and Standards  
*Amendment to the Special Features Standards*

23-04

Land Use Ordinance § 300-9.22. – Shipping Containers  
Land Use Ordinance § 300-12.2 – Terms Defined

23-05

Land Use Ordinance § 300-2.2. – Land Use Regulation Map  
Shoreland Zoning Ordinance § 350-2.1. – Districts and Zoning Map  
*An amendment to the Land Use Regulation/Zoning Map to correct minor errors*

23-06

Subdivision Ordinance Article 6(4) – Amendments to Previously Approved Subdivision Plan  
Subdivision Ordinance Article 7(4) – Amendments to Previously Approved Subdivision Plan  
*Requiring notification to all lot owners within a subdivision when an amendment is proposed*

23-07

Land Use Ordinance § 300-9.26. – Accessory Apartments  
Land Use Ordinance § 300-12.2. – Terms Defined  
Shoreland Zoning Ordinance § 350-5.4. – Table of land uses  
Shoreland Zoning Ordinance § 350-8.2. – Terms Defined  
*Amendments to maintain consistency with LD 2003, 30-A M.R.S. § 4364-B.*

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# Addendum 2 - MEDEP Mandatory Changes

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23-01

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PROPOSED AMENDMENT OF

*the*  
**SHORELAND ZONING ORDINANCE  
FOR THE TOWN OF RAYMOND, MAINE**

- § 350-5.4. – TABLE OF LAND USES
- § 350-6.17. – TIMBER HARVESTING: STATEWIDE STANDARDS
- § 350-7-3. – PERMIT APPLICATION
- § 350-7.7. B(6) – APPEALS
- § 350-8.2. – TERMS DEFINED

**Summary of Changes:** This amendment to the Shoreland Zoning Ordinance is mandatory following ORDER #31-2022 from the Maine Department of Environmental Protection. In summary, this amendment is necessary because:

- Currently, in Raymond timber harvesting is enforced by the State of Maine. In order to maintain that enforcement, the proposed amendment is mandatory. Otherwise, Raymond will need to enforce all the timber harvesting standards in the Shoreland Zoning Ordinance.
- State law (Title 38 §439-A(10)) now requires pre-construction and post-construction photos for projects that occur within the shoreland zone.
- The Department Order requires the single-family setback variance be removed from the ordinance since it is now considered less strict than State minimum standards.
- The Department Order requires an amendment to the current less strict definitions of Solar Energy System, and Structure.

The proposed text is shown in red with an underline, and revised or removed language is shown in ~~red with a strikethrough~~.

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**§ 350-5.4. Table of Land Uses. [Amended 6-14-2022]**

Table 1 Land Uses in the Shoreland Zone				
Land Uses		RP	SP	LRR1 LRR2
3.	<del>Forest management activities, except for timber harvesting</del> <u>Reserved</u>	<del>yes</del> ==	<del>yes</del> ==	<del>yes</del> ==
4.	<del>Timber harvesting*</del> <u>Reserved</u>	<del>==</del> CEO +	<del>yes</del> ==	<del>yes</del> ==

1

**Notes:**

- \* There may be additional performance standards in Article 9 of the Raymond Land Use Ordinance beyond those in Article 6 of these shoreland zoning provisions.
- \*\* Home occupations are those land uses that conform with the requirements of Article 9. A home occupation that conforms to Article 9 and that is specifically permitted by Article 11 of the Raymond Land Use Ordinance shall be considered a permitted use in the Limited Residential/Recreation I and II Districts. All other home occupations not specifically listed in the definitions of home occupations in Article 12 of the Raymond Land Use Ordinance shall be considered conditional uses that must conform to the standards set forth in Article 9, § 300-9.2, of the Raymond Land Use Ordinance and that must be reviewed and approved by the Appeals Board.
- \*\*\* Allowed single-family structures shall include those units commonly called "modular homes" or "Type 2 manufactured homes" as defined in the definition of "manufactured housing" in Article 12, § 300-12.2, Terms defined; which the manufacturer certifies are constructed in compliance with Title 10, Chapter 975, and rules adopted under that chapter, meaning structures, transportable in one or more sections, which are not constructed on a permanent chassis and are designed to be used as dwellings on foundations when connected to required utilities, including the plumbing, heating, air conditioning or electrical systems contained in the unit.
  1. (Reserved)<sup>1</sup>
  2. Requires permit from the Code Enforcement Officer if more than 100 square feet of surface area, in total, are disturbed.
  3. In RP not permitted in areas so designated because of wildlife value.
  4. See further restrictions in § 350-6.14B(2).
  5. Except for Panther Run's floodplain, in which case a permit is required from the Planning Board.
  6. Except to provide for permitted uses within the district, or where no reasonable alternative route or location is available outside the RP area, in which case a permit is required from the Planning Board.
  7. Excluding bridges and other crossings not involving earthwork, in which case no permit is required.

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§ 350-6.17. – ~~Timber harvesting: statewide standards~~ Reserved

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<sup>1</sup> Editor's Note: Original Note 1 was repealed 6-7-2012.

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~~[Effective on effective date established in § 350-1.4B.]~~

~~A. Shoreline integrity and sedimentation. Persons conducting timber harvesting and related activities must take reasonable measures to avoid the disruption of shoreline integrity, the occurrence of sedimentation of water and the disturbance of water body and tributary stream banks, water body and tributary stream channels, shorelines and soil lying within water bodies, tributary streams and wetlands. If, despite such precautions, the disruption of shoreline integrity, sedimentation of water or the disturbance of water body and tributary stream banks, water body and tributary stream channels, shorelines, and soil lying within water bodies, tributary streams and wetlands occurs, such conditions must be corrected.~~

~~B. Slash treatment. Timber harvesting and related activities shall be conducted such that slash or debris is not left below the normal high water line of any water body or tributary stream, or the upland edge of a wetland. This Subsection B does not apply to minor, incidental amounts of slash that result from timber harvesting and related activities otherwise conducted in compliance with this section.~~

~~1) Slash actively used to protect soil from disturbance by equipment or to stabilize exposed soil may be left in place, provided that no part thereof extends more than four feet above the ground.~~

~~2) Adjacent to great ponds, rivers and wetlands:~~

~~(a) No accumulation of slash shall be left within 50 feet, horizontal distance, of the normal high water line or upland edge of a wetland; and~~

~~(b) Between 50 feet and 250 feet, horizontal distance, of the normal high water line or upland edge of a wetland, all slash larger than three inches in diameter must be disposed of in such a manner that no part thereof extends more than four feet above the ground.~~

~~C. Timber harvesting and related activities must leave adequate tree cover and shall be conducted so that a well-distributed stand of trees is retained.~~

~~1) This requirement may be satisfied by following one of the following three options:~~

~~(a) Option 1 (40% volume removal), as follows:~~

~~1. Harvesting of no more than 40% of the total volume on each acre of trees 4.5 inches DBH or greater in any ten-year period is allowed. Volume may be considered to be equivalent to basal area;~~

- ~~2. A well-distributed stand of trees which is windfirm, and other vegetation, including existing ground cover, must be maintained; and~~
- ~~3. Within 75 feet, horizontal distance, of the normal high-water line of rivers, streams and great ponds, and within 75 feet, horizontal distance, of the upland edge of a wetland, there must be no cleared openings. At distances greater than 75 feet, horizontal distance, of the normal high-water line of a river or great pond or upland edge of a wetland, timber harvesting and related activities must not create single-cleared openings greater than 14,000 square feet in the forest canopy. Where such openings exceed 10,000 square feet, they must be at least 100 feet, horizontal distance, apart. Such cleared openings will be included in the calculation of total volume removal. Volume may be considered equivalent to basal area.~~

~~(b) Option 2 (60 square foot basal area retention), as follows:~~

- ~~1. The residual stand must contain an average basal area of at least 60 square feet per acre of woody vegetation greater than or equal to 1.0 inch DBH, of which 40 square feet per acre must be greater than or equal to 4.5 inches DBH;~~
- ~~2. A well-distributed stand of trees which is windfirm, and other vegetation, including existing ground cover, must be maintained; and~~
- ~~3. Within 75 feet, horizontal distance, of the normal high-water line of water bodies and within 75 feet, horizontal distance, of the upland edge of wetlands, there must be no cleared openings. At distances greater than 75 feet, horizontal distance, of the normal high-water line of a river or great pond, or upland edge of a wetland, timber harvesting and related activities must not create single-cleared openings greater than 14,000 square feet in the forest canopy. Where such openings exceed 10,000 square feet, they must be at least 100 feet, horizontal distance, apart. Such cleared openings will be included in the calculation of the average basal area. Volume may be considered equivalent to basal area.~~

~~(c) Option 3 (outcome based), which requires: An alternative method proposed in an application, signed by a licensed forester or certified wildlife professional, submitted by the landowner or designated agent to the State of Maine Department of Conservation's Bureau of Forestry (Bureau) for review and approval, which provides equal or better~~

~~protection of the shoreland area than this rule.~~

- ~~2) Landowners must designate on the Forest Operations Notification Form required by 12 M.R.S.A. Chapter 805, Subchapter 5, which option they choose to use. If landowners choose Option 1 or Option 2, compliance will be determined solely on the criteria for the option chosen. If landowners choose Option 3, timber harvesting and related activities may not begin until the Bureau has approved the alternative method.~~
- ~~3) The Bureau may verify that adequate tree cover and a well distributed stand of trees is retained through a field procedure that uses sample plots that are located randomly or systematically to provide a fair representation of the harvest area.~~

~~D. Skid trails, yards and equipment operation. This requirement applies to the construction, maintenance and use of skid trails and yards in shoreland areas:~~

- ~~1) Equipment used in timber harvesting and related activities shall not use river, stream or tributary stream channels as travel routes except when surface waters are frozen and snow covered, and the activity will not result in any ground disturbance.~~
- ~~2) Skid trails and yards must be designed and constructed to prevent sediment and concentrated water runoff from entering a water body, tributary stream or wetland. Upon termination of their use, skid trails and yards must be stabilized.~~
- ~~3) Setbacks.
  - ~~(a) Equipment must be operated to avoid the exposure of mineral soil within 25 feet, horizontal distance, of any water body, tributary stream or wetland. On slopes of 10% or greater, the setback for equipment operation must be increased by 20 feet, horizontal distance, plus an additional 10 feet, horizontal distance, for each 5% increase in slope above 10%. Where slopes fall away from the resource, no increase in the twenty five foot setback is required.~~
  - ~~(b) Where such setbacks are impracticable, appropriate techniques shall be used to avoid sedimentation of the water body, tributary stream or wetland. Such techniques may include the installation of sump holes or settling basins, and/or the effective use of additional ditch relief culverts and ditch water turnouts placed to avoid sedimentation of the water body, tributary stream or wetland. If, despite such precautions, sedimentation or the disruption of shoreline integrity occurs, such~~~~

~~conditions must be corrected.~~

~~E. Land management roads. Land management roads, including approaches to crossings of water bodies, tributary stream channels and wetlands, ditches and other related structures, must be designed, constructed and maintained to prevent sediment and concentrated water runoff from directly entering the water body, tributary stream or wetland. Surface water on or adjacent to water crossing approaches must be diverted through vegetative filter strips to avoid sedimentation of the watercourse or wetland. Because roadside ditches may not extend to the resource being crossed, vegetative filter strips must be established in accordance with the setback requirements in Subsection G of this rule.~~

~~1) Land management roads and associated ditches, excavation and fill must be set back at least:~~

~~(a) 100 feet, horizontal distance, from the normal high water line of a great pond, river or wetland;~~

~~(b) 50 feet, horizontal distance, from the normal high water line of streams; and~~

~~(c) 25 feet, horizontal distance, from the normal high water line of tributary streams.~~

~~2) The minimum 100-foot setback specified in Subsection E(1)(a) above may be reduced to no less than 50 feet, horizontal distance, and the 50-foot setback specified in Subsection E(1)(b) above may be reduced to no less than 25 feet, horizontal distance, if, prior to construction, the landowner or the landowner's designated agent demonstrates to the Planning Board's satisfaction that no reasonable alternative exists and that appropriate techniques will be used to prevent sedimentation of the water body, tributary stream or wetland. Such techniques may include, but are not limited to, the installation of settling basins, and/or the effective use of additional ditch relief culverts and turnouts placed to avoid sedimentation of the water body, tributary stream or wetland. If, despite such precautions, sedimentation or the disruption of shoreline integrity occurs, such conditions must be corrected.~~

~~3) On slopes of 10% or greater, the land management road setback must be increased by at least 20 feet, horizontal distance, plus an additional 10 feet, horizontal distance, for each 5% increase in slope above 10%.~~

~~4) New land management roads are not allowed within the shoreland area along significant river segments as identified in 38 M.R.S.A. § 437, nor in a Resource Protection District, unless, prior to construction, the landowner or the landowner's~~

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~~designated agent makes a clear demonstration to the Planning Board's satisfaction that no reasonable alternative route exists outside the Shoreland Zone, and that the new road must be set back as far as practicable from the normal high water line and screened from the river by existing vegetation.~~

- ~~5) Ditches, culverts, bridges, dips, water turnouts and other water control installations associated with roads must be maintained on a regular basis to assure effective functioning. Drainage structures shall deliver a dispersed flow of water into an unscarified filter strip no less than the width indicated in the setback requirements in Subsection G. Where such a filter strip is impracticable, appropriate techniques shall be used to avoid sedimentation of the water body, tributary stream or wetland. Such techniques may include the installation of sump holes or settling basins, and/or the effective use of additional ditch relief culverts and ditch water turnouts placed to avoid sedimentation of the water body, tributary stream or wetland. If, despite such precautions, sedimentation or the disruption of shoreline integrity occurs, such conditions must be corrected.~~
- ~~6) Road closeout and discontinuance. Maintenance of the water control installations required in Subsection E(5) must continue until use of the road is discontinued and the road is put to bed by effective installation of water bars or other adequate road drainage structures at appropriate intervals, constructed to avoid surface water flowing over or under the water bar, and extending a sufficient distance beyond the traveled way so that water does not reenter the road surface.~~
- ~~7) Upgrading existing roads. Extension or enlargement of presently existing roads must conform to the provisions of this § 350-6.17. Any nonconforming existing road may continue to exist and to be maintained, as long as the nonconforming conditions are not made more nonconforming.~~
- ~~8) Exception. Extension or enlargement of presently existing roads need not conform to the setback requirements of Subsection E(1) if, prior to extension or enlargement, the landowner or the landowner's designated agent demonstrates to the Planning Board's satisfaction that no reasonable alternative exists and that appropriate techniques will be used to prevent sedimentation of the water body, tributary stream or wetland. Such techniques may include, but are not limited to, the installation of settling basins, and/or the effective use of additional ditch relief culverts and turnouts placed to avoid sedimentation of the water body, tributary stream or wetland. If, despite such precautions, sedimentation or the disruption of shoreline integrity occurs, such conditions must be corrected.~~
- ~~9) Additional measures. In addition to the foregoing minimum requirements, persons undertaking construction and maintenance of roads and river, stream and tributary stream crossings must take reasonable measures to avoid sedimentation of surface~~

~~waters.~~

~~F.— Crossings of water bodies. Crossings of rivers, streams and tributary streams must allow for fish passage at all times of the year, must not impound water and must allow for the maintenance of normal flows.~~

- ~~1) Determination of flow. Provided they are properly applied and used for the circumstances for which they are designed, methods including but not limited to the following are acceptable as a means of calculating the ten and twenty five-year frequency water flows and thereby determining water crossing sizes as required in this § 350 6.17: The United States Geological Survey (USGS) Methods; specifically: Hodgkins, G. 1999. Estimating the Magnitude of Peak Flows for Streams in Maine for Selected Recurrence Intervals. U.S. Geological Survey. Water Resources Investigations Report 99-4008. 45 pp.~~
- ~~2) Upgrading existing water crossings. Extension or enlargement of presently existing water crossings must conform to the provisions of this § 350 6.17. Any nonconforming existing water crossing may continue to exist and be maintained, as long as the nonconforming conditions are not made more nonconforming; however, any maintenance or repair work done below the normal high water line must conform to the provisions of this § 350 6.17.~~
- ~~3) Other agency permits. Any timber harvesting and related activities involving the design, construction and maintenance of crossings on water bodies other than a river, stream or tributary stream may require a permit from the Land Use Regulation Commission, the Department of Environmental Protection or the U.S. Army Corps of Engineers.~~
- ~~4) Any timber harvesting and related activities involving the design, construction and maintenance of crossings of wetlands identified by the Department of Inland Fisheries and Wildlife as essential wildlife habitat require prior consultation with the Department of Inland Fisheries and Wildlife.~~
- ~~5) Notice to Bureau of Forestry. Written notice of all water crossing construction maintenance, alteration and replacement activities in shoreland areas must be given to the Bureau prior to the commencement of such activities. Such notice must contain all information required by the Bureau, including:
 
  - ~~(a) A map showing the location of all proposed permanent crossings;~~
  - ~~(b) The GPS location of all proposed permanent crossings;~~~~

- ~~(c) For any temporary or permanent crossing that requires a permit from state or federal agencies, a copy of the approved permit or permits; and~~
- ~~(d) A statement signed by the responsible party that all temporary and permanent crossings will be constructed, maintained and closed out in accordance with the requirements of this section.~~

~~6) Water crossing standards.~~

- ~~(a) All crossings of rivers require a bridge or culvert sized according to the requirements of Subsection F(7) below. Streams and tributary streams may be crossed using temporary structures that are not bridges or culverts, provided:~~

- ~~1. Concentrated water runoff does not enter the stream or tributary stream;~~
- ~~2. Sedimentation of surface waters is reasonably avoided;~~
- ~~3. There is no substantial disturbance of the bank, or stream or tributary stream channel;~~
- ~~4. Fish passage is not impeded; and~~
- ~~5. Water flow is not unreasonably impeded.~~

- ~~(b) Subject to Subsection F(6)(a)[1] through [5] above, skid trail crossings of streams and tributary streams when channels of such streams and tributary streams are frozen and snow covered or are composed of a hard surface which will not be eroded or otherwise damaged are not required to use permanent or temporary structures.~~

~~7) Bridge and culvert sizing. For crossings of river, stream and tributary stream channels with a bridge or culvert, the following requirements apply:~~

- ~~(a) Bridges and culverts must be installed and maintained to provide an opening sufficient in size and structure to accommodate twenty five-year frequency water flows or with a cross-sectional area at least equal to three times the cross-sectional area of the river, stream or tributary stream channel.~~
- ~~(b) Temporary bridge and culvert sizes may be smaller than provided in Subsection F(7)(a)[1] if techniques are effectively employed such that,~~

~~in the event of culvert or bridge failure, the natural course of water flow is maintained and sedimentation of the water body or tributary stream is avoided. Such crossing structures must be at least as wide as the channel and placed above the normal high water line. Techniques may include, but are not limited to, the effective use of any, a combination of or all of the following:~~

- ~~1. Use of temporary skidder bridges;~~
- ~~2. Removing culverts prior to the onset of frozen ground conditions;~~
- ~~3. Using water bars in conjunction with culverts;~~
- ~~4. Using road dips in conjunction with culverts.~~

~~(e) Culverts utilized in river, stream and tributary stream crossings must:~~

- ~~1. Be installed at or below river, stream or tributary stream bed elevation;~~
- ~~2. Be seated on firm ground;~~
- ~~3. Have soil compacted at least halfway up the side of the culvert;~~
- ~~4. Be covered by soil to a minimum depth of one foot or according to the culvert manufacturer's specifications, whichever is greater; and~~
- ~~5. Have a headwall at the inlet end which is adequately stabilized by riprap or other suitable means to reasonably avoid erosion of material around the culvert.~~

~~(d) River, stream and tributary stream crossings allowed under this § 350-6.17, but located in flood hazard areas (i.e., A zones) as identified on a community's Flood Insurance Rate Map (FIRM) or Flood Hazard Boundary Map (FHBM), must be designed and constructed under the stricter standards contained in that community's National Flood Insurance Program (NFIP). For example, a water crossing may be required to pass a 100-year flood event.~~

~~(e) Exception. Skid trail crossings of tributary streams within shoreland areas and wetlands adjacent to such streams may be undertaken in a manner not in conformity with the requirements of the foregoing subsections, provided persons conducting such activities take reasonable~~

~~measures to avoid the disruption of shoreline integrity, the occurrence of sedimentation of water and the disturbance of stream banks, stream channels, shorelines and soil lying within ponds and wetlands. If, despite such precautions, the disruption of shoreline integrity, sedimentation of water or the disturbance of stream banks, stream channels, shorelines and soil lying within ponds and wetlands occurs, such conditions must be corrected.~~

~~8) Skid trail closeout. Upon completion of timber harvesting and related activities, or upon the expiration of a forest operations notification, whichever is earlier, the following requirements apply:~~

~~(a) Bridges and culverts installed for river, stream and tributary stream crossings by skid trails must either be removed and areas of exposed soil stabilized, or upgraded to comply with the closeout standards for land management roads in Subsection F(9) below.~~

~~(b) Water crossing structures that are not bridges or culverts must either be removed immediately following timber harvesting and related activities, or, if frozen into the river, stream or tributary stream bed or bank, as soon as practical after snowmelt.~~

~~(c) River, stream and tributary stream channels, banks and approaches to crossings of water bodies and tributary streams must be immediately stabilized on completion of harvest, or if the ground is frozen and/or snowcovered, as soon as practical after snowmelt. If, despite such precautions, sedimentation or the disruption of shoreline integrity occurs, such conditions must be corrected.~~

~~9) Land management road closeout. Maintenance of the water control features must continue until use of the road is discontinued and the road is put to bed by taking the following actions:~~

~~(a) Effective installation of water bars or other adequate road drainage structures at appropriate intervals, constructed to reasonably avoid surface water flowing over or under the water bar, and extending sufficient distance beyond the traveled way so that water does not reenter the road surface.~~

~~(b) Water crossing structures must be appropriately sized or dismantled and removed in a manner that reasonably avoids sedimentation of the water body or tributary stream.~~

~~(e) Discontinued roads.~~

~~1. Any bridge or water crossing culvert in roads to be discontinued shall satisfy one of the following requirements:~~

~~a. It shall be designed to provide an opening sufficient in size and structure to accommodate twenty-five year frequency water flows;~~

~~b. It shall be designed to provide an opening with a cross-sectional area at least 3 1/2 times the cross-sectional area of the river, stream or tributary stream channel; or~~

~~c. It shall be dismantled and removed in a fashion to reasonably avoid sedimentation of the river, stream or tributary stream.~~

~~2. If, despite such precautions, sedimentation or the disruption of shoreline integrity occurs, such conditions must be corrected.~~

~~G. Slope table. Filter strips, skid trail setbacks and land management road setbacks must be maintained as specified in this § 350-6.17, but in no case shall be less than shown in the following table.~~

<del>Average Slope of Land Between Exposed Mineral soil and Shoreline</del>	<del>Width of Strip Between Exposed Mineral Soil and Shoreline (feet along surface of ground)</del>
<del>0</del>	<del>25</del>
<del>10%</del>	<del>45</del>
<del>20%</del>	<del>65</del>
<del>30%</del>	<del>85</del>
<del>40%</del>	<del>105</del>
<del>50%</del>	<del>125</del>
<del>60%</del>	<del>145</del>
<del>70%</del>	<del>165</del>

~~H. Definitions. Unless otherwise provided herein, this § 350-6.17 incorporates by reference the definitions contained in the Maine Forest Service Rules, Chapter 20, Forest Regeneration and Clearcutting Standards, and Chapter 21, Statewide Standards for Timber Harvesting and Related Activities in Shoreland Areas.~~

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**§ 350-7.3. Permit application.**

- A. Every applicant for a permit shall submit a written application, including a scaled site plan, on a form provided by the municipality, to the appropriate official as indicated in Article 5.
- B. All applications shall be signed by an owner or individual who can show evidence of right, title, or interest in the property or by an agent, representative, tenant, or contractor of the owner with authorization from the owner to apply for a permit hereunder, certifying that the information in the application is complete and correct.
- C. All applications shall be dated, and the Code Enforcement Officer or Planning Board, as appropriate, shall note upon each application the date and time of its receipt.
- D. If the property is not served by a public sewer, a valid plumbing permit or a completed application for a plumbing permit, including the site evaluation approved by the Plumbing Inspector, shall be submitted whenever the nature of the proposed structure would require the installation of a subsurface sewage disposal system.
- E. When an excavation contractor will perform an activity that requires or results in more than one cubic yard of soil disturbance, the person responsible for the management of erosion and sedimentation control practices at the site must be certified in erosion control practices by the Maine Department of Environmental Protection. This person must be present at the site each day earthmoving activity occurs for a duration that is sufficient to ensure that proper erosion and sedimentation control practices are followed. This is required until erosion and sedimentation control measures have been installed, which will either stay in place permanently or stay in place until the area is sufficiently covered with vegetation necessary to prevent soil erosion. The name and certification number of the person who will oversee the activity causing or resulting in soil disturbance shall be included on the permit application. This requirement does not apply to a person or firm engaged in agriculture or timber harvesting if best management practices for erosion and sedimentation control are used; and municipal, state and federal employees engaged in projects associated with that employment.
- F. All applications for development within the shoreland zone must include preconstruction photographs. No later than twenty (20) days after completion of the development, postconstruction photographs of the shoreline vegetation and development site must be submitted to the Code Enforcement Officer.

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**§ 350-7.7. B(6) – Appeals.**

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B. Variance appeals. Except as provided in Subsection B(6) below, variances may be granted only under the following conditions: [Amended 7-14-2021; 6-14-2022]

- 1) Variances may be granted only from dimensional requirements, including, but not limited to, lot width, structure height, percent of lot coverage and setback requirements.
- 2) Variances shall not be granted for the establishment of any uses otherwise prohibited by these ordinance provisions.
- 3) The Board shall not grant a variance unless it finds that:
  - a) The proposed structure or use would meet the provisions of Article 6 ~~after~~except for the specific provision which has created the nonconformity and from which relief is sought; and
  - b) The strict application of the terms of these ordinance provisions would result in undue hardship. The term "undue hardship" shall mean:
    1. That the land in question cannot yield a reasonable return unless a variance is granted;
    2. That the need for a variance is due to the unique circumstances of the property and not to the general conditions in the neighborhood;
    3. That the granting of a variance will not alter the essential character of the locality; and
    4. That the hardship is not the result of action taken by the applicant or a prior owner.
- 4) The Board of Appeals shall limit any variances granted as strictly as possible in order to ensure conformance with the purposes and provisions of these ordinance provisions to the greatest extent possible, and in doing so may impose such conditions to a variance as it deems necessary. The party receiving the variance shall comply with any conditions imposed.
- 5) A copy of each variance request, including the application and all supporting information supplied by the applicant, shall be forwarded by the municipal officials to the Commissioner of the Department of Environmental Protection at least 20 days prior to action by the Board of Appeals. Any comments received from the Commissioner prior to the action by the Board of Appeals shall be made

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part of the record and shall be taken into consideration by the Board of Appeals.

- 6) ~~Reserved. To grant a setback variance for a single family dwelling only when strict application of the shoreland zoning provisions to the applicant and the applicant's property would cause undue hardship.~~
- ~~a) The term "undue hardship" as used in this subsection means:~~
- ~~1. The need for a variance is due to the unique circumstances of the property and not to the general conditions of the neighborhood;~~
  - ~~2. The granting of the variance will not alter the essential character of the locality;~~
  - ~~3. The hardship is not the result of action taken by the applicant or a prior owner;~~
  - ~~4. The granting of the variance will not substantially reduce or impair the use of abutting property;~~
  - ~~5. The granting of the variance is based upon demonstrated need, not convenience, and no other feasible alternative is available.~~
  - ~~6. That the land in question cannot yield a reasonable return unless a variance is granted. (Condition imposed by DEP Order #31-2022, July 29, 2022).~~
- ~~b) This variance is strictly limited to permitting a variance from a setback requirement for a single family dwelling that is the primary year round residence of the petitioner. A variance under this subsection may not exceed 20% of a setback requirement and may not be granted if the variance would cause the area of the dwelling to exceed the maximum permissible lot coverage.~~
- 7) The Code Enforcement Officer may grant a variance to an owner of a residential dwelling for the purpose of making that dwelling accessible to a person with a disability who resides in or regularly uses the dwelling. The CEO shall restrict any variance granted under this subsection solely to the installation of equipment or the construction of structures necessary for access to or egress from the dwelling by the person with the disability. The CEO may impose conditions on the variance, including limiting the variance to the duration of the disability or to the time that the person with the disability lives in the dwelling. The term "structures necessary for access to or egress from the dwelling" shall include

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railings, wall or roof systems necessary for the safety or effectiveness of the structure. Any permit issued pursuant to this subsection is subject to Subsections B(5) and C(2)(f).

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**§ 350-8.2. – Terms defined.**

~~CROSS SECTIONAL AREA— The cross sectional area of a stream or tributary stream channel is determined by multiplying the stream or tributary stream channel width by the average stream or tributary stream channel depth. The stream or tributary stream channel width is the straight line distance from the normal high water line on one side of the channel to the normal high water line on the opposite side of the channel. The average stream or tributary stream channel depth is the average of the vertical distances from a straight line between the normal high water lines of the stream or tributary stream channel to the bottom of the channel.~~

~~DISRUPTION OF SHORELINE INTEGRITY— The alteration of the physical shape, properties or condition of a shoreline at any location by timber harvesting and related activities. A shoreline where shoreline integrity has been disrupted is recognized by compacted, scarified and/or rutted soil, an abnormal channel or shoreline cross-section, and in the case of flowing waters, a profile and character altered from natural conditions.~~

~~FOREST MANAGEMENT ACTIVITIES— Timber cruising and other forest resource evaluation activities, pesticide or fertilizer application, management planning activities, timber stand improvement, pruning, regeneration of forest stands and other similar or associated activities, exclusive of timber harvesting and the construction, creation or maintenance of roads.~~

~~FOREST STAND— A contiguous group of trees sufficiently uniform in age class distribution, composition and structure, and growing on a site of sufficiently uniform quality, to be a distinguishable unit.~~

~~HARVEST AREA— The area where timber harvesting and related activities, including the cutting of trees, skidding, yarding and associated road construction, take place. The area affected by a harvest encompasses the area within the outer boundaries of these activities, except unharvested areas greater than 10 acres within the area affected by a harvest.~~

~~LAND MANAGEMENT ROAD— A route or track consisting of a bed of exposed mineral soil, gravel or other surfacing materials constructed for, or created by, the passage of motorized vehicles and used primarily for timber harvesting and related activities, including associated log yards, but not including skid trails or skid roads.~~

~~LICENSED FORESTER— A forester licensed under 32 M.R.S.A. Chapter 76.~~

~~RESIDUAL BASAL AREA— The average of the basal area of trees remaining on a harvested site.~~

~~RESIDUAL STAND— A stand of trees remaining in the forest following timber harvesting and related activities.~~

~~SKID ROAD or SKID TRAIL — A route repeatedly used by forwarding machinery or animal to haul or drag forest products from the stump to the yard or landing, the construction of which requires minimal excavation.~~

~~SLASH — The residue, e.g., treetops and branches, left on the ground after a timber harvest.~~

SOLAR ENERGY SYSTEM — A device or structural design feature principally used to capture solar energy and convert it to electrical or ~~thermal power~~ solar power to meet the energy needs of allowed residential uses on a lot with any sale of energy to the power grid, or otherwise, limited to incidental excess power generation. A Solar Energy System consists of one or more free-standing ground-mounted, or building-mounted, solar arrays or modules, or solar-related equipment. [Added 6-14-2022]

SOLAR ENERGY SYSTEM, BUILDING-MOUNTED — A solar energy system that is mounted to the roof or sides of a building. [Added 6-14-2022]

SOLAR ENERGY SYSTEM, GROUND-MOUNTED — A solar energy system that is structurally mounted to the ground and is not attached to a permitted building. [Added 6-14-2022]

STRUCTURE — [Amended 6-14-2022]

A. Anything built for the support, shelter, or enclosure of persons, animals, goods, or property of any kind, together with anything constructed or erected with a fixed location on or in the ground, exclusive of vegetation, ~~boundary walls four feet or less in height, fences, mailboxes, lampposts, birdhouses, doghouses, tree houses designed for children's use, bus shelters,~~ subsurface wastewater disposal systems as defined in Title 30-A, M.R.S.A. § 4201, Ssubsection 5, geothermal heat exchange wells as defined in Title 32, M.R.S.A. § 4700-E, Ssubsection 3-C, wells or water wells as defined in Title 32, M.R.S.A. § 4700-E, Ssubsection 8, or other similar construction. The term includes but is not limited to structures temporarily or permanently located, such as decks, carports, patios, satellite dishes, communications systems, ground-mounted solar energy systems, building-mounted solar energy systems, antennas, pools, etc. Utility poles, wiring, and the aerial equipment normally associated with service drops, including guy wires and guy anchors, shall not be considered structures; however, they must meet the minimum required setbacks from the high-water mark of any pond, lake, stream, or river.

B. Structure terms.

- 1) PRINCIPAL STRUCTURE — The structure in which the primary use of the lot is conducted.
- 2) ACCESSORY STRUCTURE — A structure of a nature customarily incidental or subordinate to that of the principal structure or the primary use to which the premises are devoted. A deck or similar extension of the principal structure or a garage attached to the principal structure by a roof or a common wall is

considered part of the principal structure.

- 3) Temporary piers, docks, wharves, breakwaters, causeways, marinas and uses projecting into water bodies. Structures that remain in the water for less than seven months in any period of 12 consecutive months.
- 4) Permanent piers, docks, wharves, breakwaters, causeways, marinas and uses projecting into water bodies. Structures that are not removed from the water annually.
- 5) SINGLE-FAMILY DWELLING — A structure containing not more than one dwelling unit.
- 6) MULTIFAMILY DWELLING — A structure containing two or more dwelling units.
- 7) In the Shoreland Zone, retaining walls that are not necessary for erosion control shall meet the structure setback requirement, except for low retaining walls and associated fill, provided all of the conditions of § 350-6.3G are met.

~~TIMBER HARVESTING — The cutting and removal of timber for the primary purpose of selling or processing forest products. "Timber harvesting" does not include the cutting or removal of vegetation within the Shoreland Zone when associated with any other land use activities. The cutting or removal of trees in the Shoreland Zone on a lot that has less than two acres within the Shoreland Zone shall not be considered timber harvesting. Such cutting or removal of trees shall be regulated pursuant to § 350-6.18, Clearing or removal of vegetation for activities other than timber harvesting.~~

~~TIMBER HARVESTING AND RELATED ACTIVITIES — Timber harvesting, the construction and maintenance of roads used primarily for timber harvesting and other activities conducted to facilitate timber harvesting.~~

~~WINDFIRM — The ability of a forest stand to withstand strong winds and resist windthrow, wind rocking and major breakage.~~

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# Addendum 3 - Open Space Subdivision Correction

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23-02

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PROPOSED AMENDMENT OF

*the*  
**LAND USE ORDINANCE  
FOR THE TOWN OF RAYMOND, MAINE**

§ 300-13.3D(4)(c) – OPEN SPACE SUBDIVISIONS

§ 300-9.21(A)(1) – LOTS

**Summary of Changes:** During the codification project, a review of the Land Use Ordinance found the following error. 13.3D(4)(c) points to an ordinance section that does not exist. The proposed amendment will remove that section. Also, § 300-9.21 is unclear and should be amended to provide more specific intent.

The proposed text is shown in red with an underline, and revised or removed language is shown in ~~red with a strikethrough~~.

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## § 300-13.3 – Open Space Subdivisions

### D. Space standards.

- 1) Shore frontage and shore setback requirements shall not be reduced below the minimum shore frontage or shore setback required in the zoning district.
- 2) Distances between residential structures in multifamily open space subdivisions shall be a minimum of the height of the tallest structure.
- 3) In areas outside of the LRR1 and LRR2 Districts, the required minimum lot size or minimum land area per dwelling unit for the building envelope may be reduced in open space subdivisions to no less than 20,000 square feet. The required minimum lot size or minimum land area per dwelling unit for the building envelope may be reduced in open space subdivisions within the LRR1 and LRR2 Districts to one acre and 1 1/2 acres, respectively. If the lot area is reduced, the total open space in the development shall equal or exceed the sum of the areas by which the building lots are reduced below the minimum lot area normally required in the zoning district, notwithstanding the net residential density allowed by Subsection B, above, of this performance standard. [Amended 6-14-2022]
- 4) Minimum road frontage requirements of the Land Use Ordinance and Subdivision Regulations may be waived or modified by the Planning Board, provided that:
  - a) Any applicable provisions regarding roads in the Street Ordinance are satisfied.

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- b) Adequate road curvature design access and turnaround termini, to and from all parcels, for fire trucks, ambulances, police cars, and other emergency vehicles meet minimal safe turning radii requirements over all internal access streets, ways, or driveways. Roads shall consider extension of rights of way to adjoining lands where development is possible in the future, and the Planning Board will promote the offering of such open space subdivision streets and rights-of-way for public acceptance. [Amended 7-14-2021]
  - e) ~~No common driveway shall provide access to more than three lots, except as provided in Article 13, Section C.6.~~
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### § 300-9.21 – Lots [Added 5-18-2002]

With the exception of lots approved after the effective date of this chapter by the Planning Board under the provisions of the Raymond Subdivision Regulations, any person proposing to create a lot within the Town of Raymond shall, prior to the creation of such lot by any means, including, but not limited to, conveyance, lease, building, development, gift, bequest or otherwise, demonstrate to the satisfaction of the Code Enforcement Officer that the following standards will be complied with. The Code Enforcement Officer shall maintain a file of each such lot, which shall contain documentation as to the manner in which the standards shall be met. Prior to the issuance of a building permit for a principal structure, documentation shall be placed in the property file maintained at the Town Office indicating that any improvements or restrictions required under this section will be complied with.

#### A. Lot dimensions and measurements.

- 1) A lot must be dimensioned to contain within its boundaries an area as would be defined by a circle with a minimum diameter equal to the required minimum road frontage in the applicable zoning district. In addition, the minimum width of each lot ~~at the required front setback~~ must equal or exceed the minimum road frontage in the applicable zoning district for the entire area between the front lot line and the required front setback. The requirements in this subsection do not apply to lots approved pursuant to the provisions of Article 13 for single-family cluster subdivisions.
- 2) Depth of a lot shall be considered to be a line perpendicular to the lot frontage and extending from the foremost points of the side lot lines in the front to the rearmost points of the side lot lines in the rear.
- 3) Width of a lot shall be considered to be the distance between the side lot lines measured at right angles to the lot depth at a point midway between the front and rear lot lines.

- 4) Setback measurements shall be measured from the property line, road right-of-way line, or the normal high-water mark to the nearest part of a building on the lot. [Amended 8-7-2007]

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# Addendum 4 - Special Features Standards

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23-03

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PROPOSED AMENDMENT OF

*the*  
**LAND USE ORDINANCE  
FOR THE TOWN OF RAYMOND, MAINE**

§ 300-10.5. – CRITERIA AND STANDARDS

**Summary of Changes:** This amendment to the Land Use Ordinance will require special feature areas to meet minimum district setbacks. For example, a dumpster pad or exposed machinery installation will need to meet minimum setbacks. Currently, they are not required to meet the minimum setback as long as they are screened (fence, shrubs, etc).

The proposed text is shown in red with an underline, and revised or removed language is shown in ~~red with a strikethrough~~.

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**§ 300-10.5. Criteria and standards.**

The following criteria and standards shall be utilized by the Planning Board in reviewing applications for site plan review. These standards are intended to provide a guide for the applicant in the development of site and building plans as well as a method of review for the Board. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention, and innovation.

- A. Preservation of landscape. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, retaining existing vegetation where desirable, and keeping any grade changes in character with the general appearance of neighboring areas.
  - 1) If a site includes a ridge or ridges which are elevated above the surrounding areas and provide scenic vistas for surrounding areas, special attempts shall be made to preserve the natural environment of the skyline of the ridge. Buildings shall be located so that they are not clearly visible from surrounding areas. Siting away from the skyline, plantings and buffering landscaping are potential methods of preserving the scenic vista.
  - 2) The Planning Board shall consider the comments of the State Historic Preservation Officer, if any, and may require that significant archaeological sites be preserved to the maximum extent possible, both during construction and following completion of the development.
- B. Relation of proposed buildings to the environment. Proposed structures shall be related harmoniously to the terrain and to existing buildings in the vicinity that have a visual relationship to the proposed buildings. Special attention shall be paid to the scale of the

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proposed building(s), massing of the structure(s) and such natural features as slope, orientation, soil type, and drainage courses.

- C. Vehicular access. The proposed layout shall ensure that vehicular and pedestrian traffic conditions shall not exceed reasonable limits for the neighborhood. Special consideration shall be given to the location, number, and control of access points, adequacy of adjacent streets, traffic flow, sight distances, turning lanes, and existing or proposed traffic signalization and pedestrian-vehicular contacts.
- D. Parking and circulation. The layout and design of all means of vehicular and pedestrian circulation, including walkways, interior drives, and parking areas, shall consider general interior circulation, separation of pedestrian and vehicular traffic, service traffic, loading areas, and the arrangement and use of parking areas. These facilities shall be safe and convenient and insofar as practicable, shall not detract from the proposed buildings and neighboring properties.
- E. Surface water drainage. Adequate provisions shall be made for surface drainage so that the removal of surface waters will not adversely affect neighboring properties, downstream conditions, or the public storm drainage system. Adequate treatment shall be provided to mitigate potential impacts to receiving wetlands and water bodies from pollutants, excess nutrients, and elevated temperatures in stormwater runoff from developed areas. [Amended 12-2-2008]
- F. Utilities. The site plan shall show what provisions are being proposed for water supply and wastewater disposal. Electric, telephone, and other utility lines shall be installed underground.
- G. Special features. Exposed storage areas, exposed machinery installations, dumpsters, trash receptacles, service areas, truck loading areas, fuel storage areas, utility buildings, similar accessory areas and structures, ~~and similar accessory areas and structures~~ shall be subject to the minimum such setbacks required for the zoning district. ~~S~~screen plantings or other screening methods ~~as~~ shall ~~reasonably~~ be required as necessary to prevent special features from their being incongruous with the existing or contemplated environment and the surrounding properties.
- H. Exterior lighting. All exterior lighting shall be designed to encourage energy efficiency, to ensure the safe movement of people and vehicles, and to minimize adverse impact on neighboring properties and public ways. Adverse impact is to be judged in terms of hazards to people and vehicular traffic and potential damage to the value of adjacent properties. Lighting shall be arranged to minimize glare and reflection on adjacent properties and the traveling public.

- I. Emergency vehicle access. Provisions shall be made for providing and maintaining convenient and safe emergency vehicle access to all buildings and structures at all times.
- J. Landscaping. Landscaping shall be designed and installed to define, soften, or screen the appearance of off-street parking areas from the public right-of-way and abutting properties to enhance the physical design of the building(s) and site, and to minimize the encroachment of the proposed use on neighboring land uses. Particular attention should be paid to the use of planting to break up parking areas.
- K. The standards and regulations set forth in Article 9 of this chapter shall be adhered to where applicable.

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# Addendum 5 - Shipping Containers

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23-04

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PROPOSED AMENDMENT OF  
*the*  
**LAND USE ORDINANCE  
FOR THE TOWN OF RAYMOND, MAINE**

§ 300-9.22. – SHIPPING CONTAINERS  
§ 300-12.2. – TERMS DEFINED

**Summary of Changes:** This proposed amendment to the Land Use Ordinance would allow intermodal shipping containers to be used in residential and nonresidential zoning districts for storage or occupancy. Currently, shipping containers are only allowed in nonresidential districts for temporary storage only.

The proposed text is shown in red with an underline, and revised or removed language is shown in ~~red with a strikethrough~~.

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**§ 300-9.22. Intermodal Shipping containers.**

A. Storage use~~Residential zoning districts.~~

- 1) ~~Temporary use. Shipping containers are not permitted in a residential zoning district. A property owner may apply for a shipping container permit from the Code Enforcement Officer (CEO) to continue use of not more than one shipping container on a residential lot if he/she can demonstrate to the satisfaction of the CEO that such shipping container was on his/her lot and in active use as of January 1, 2004. The CEO shall not issue such permit unless the property owner has submitted a written application within six months of the effective date of this chapter. The application shall include information on the container's size, type and location on the property. No such container shall be located within a required setback or between the principal structure and the front lot line.~~
  - a) A property owner may apply for a shipping container permit to temporarily locate a single intermodal shipping container on a lot ~~in a residential zoning district~~ for a period not to exceed six (6) months. Use of such intermodal shipping container shall be limited to the temporary storage ~~of residential goods, such as household furniture, appliances, bathroom fixtures, clothing, and similar items, while the residence is being built, remodeled, or being repaired after damage due to fire, flood, or similar event.~~ A one (1) time three-month extension of a shipping container said permit may be granted at the discretion of the CEO~~Code Enforcement Officer~~.

1

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- 2) Permanent use. ~~A property owner may apply for a shipping container permit to temporarily locate a single shipping container on a lot in a residential zoning district for a period not to exceed six months. Use of such shipping container shall be limited to the temporary storage of residential goods, such as household furniture, appliances, bathroom fixtures, clothing and similar items, while the residence is being remodeled or is being repaired after damage due to fire, flood or similar event. A three-month extension of a shipping container permit may be granted at the discretion of the CEO.~~
- a) A property owner may apply for a permit to permanently locate an intermodal shipping container on a lot. Use of such intermodal shipping containers shall be limited to storage. The intermodal shipping container must be accessory to an existing principal structure, incidental, and subordinate to the principal structure.
1. Intermodal shipping containers must be screened from view at all property lines. The following are considered acceptable methods of screening:
    - a. Fencing.
    - b. Vegetation.
  2. Intermodal shipping containers must be setback at least fifty feet (50') from all lot lines.
  3. Intermodal shipping containers repurposed for use as buildings or structures shall be designed per the structural provisions in the Maine Uniform Building and Energy Code, as applicable.
  4. The total floor area of all intermodal shipping containers on a lot shall not exceed 700 square feet without Planning Board site plan approval.
  5. Intermodal shipping containers shall not be located between the principal structure and the front lot line.
  6. Intermodal shipping containers must be in either new or single-use condition.
- B. Principal structure or use. ~~Nonresidential zoning districts.~~

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- 1) Requirements. Use of an intermodal shipping container as a principal structure or use must comply with the applicable district regulations as well as the following standards: Shipping containers are permitted in nonresidential zoning districts subject to site plan review by the Planning Board and issuance of a shipping container permit by the CEO and further subject to the following standards:
- a) Intermodal shipping containers repurposed for use as buildings or structures shall be designed per the structural provisions in the Maine Uniform Building and Energy Code, as applicable. Their use is limited to the temporary storage of goods, products or materials that are manufactured or assembled on the site or used in manufacturing and assembly on the site.
  - b) The total floor area of all shipping containers on a lot shall not exceed 700 square feet. For intermodal shipping containers modified off-site and delivered ready for occupancy use, a permit application shall include structural and architectural plans, and a letter or documentation from the manufacturer confirming the following:
    - 1. Location of where the structure was modified to its current condition.
    - 2. Certification that the structure, as modified, conforms to all applicable codes and standards, and adopted state laws and local ordinances.
    - 3. Documents and plans describing the manufactured structure's design, assembly, and installation, including the quality assurance practices.
    - 4. Manufacturer's certification label will be permanently affixed to the electrical panel, or in a conspicuous location, listing the company name, facility's address, date of issuance, and the applicable building code and year.
    - 5. Manufacturer must provide a one (1) year warranty per State statute.
    - 6. Letters from licensed installers and their associated plumbing, electrical, and HVAC credentials.

7. A Third-Party Inspector must be obtained by the applicant to ensure compliance with the Maine Uniform Building and Energy Code (MUBEC), National Fire Protection Association (NFPA), local ordinances, and other relevant safety standards.
- ~~c) For partially or unmodified intermodal shipping containers finished on-site, a permit application shall include structural and architectural plans, and all other requirements included on the building permit application. They are located outside of any required setback, parking space or vehicle maneuvering area.~~
- ~~d) Permit applications must be approved prior to the commencement of all work. A final inspection and Certificate of Occupancy from the Code Enforcement Officer are required prior to any occupancy of an intermodal shipping container. They do not adversely affect sight distance at any point of access from the site onto a public or private way.~~
- ~~e) Intermodal shipping containers must be in either new or single-use condition. They do not adversely affect stormwater flow across the site.~~
- ~~2) A property owner may apply for a shipping container permit from the Code Enforcement Officer (CEO) to continue use of shipping containers on a nonresidential lot if he/she can demonstrate to the satisfaction of the CEO that such shipping containers were on his/her lot and in active use as of January 1, 2004. The CEO may not issue such permit unless the property owner has submitted a written application within six months of the effective date of this chapter. The application shall include a site plan that shows the location of all shipping containers in relation to existing improvements and demonstrates compliance with the standards of Subsection B(1)(a) through (e). In the event the site does not comply with one or more of the Subsection B(1) standards, the application shall include a written plan demonstrating how the site will be brought into conformance within three months of issuance of a shipping container permit. If the CEO determines that the site has not been brought into compliance with the Subsection B(1) standards within this time period, he/she may revoke the shipping container permit and order all shipping containers removed from the site.~~
- ~~3) Shipping containers may be temporarily placed on property in a Commercial or Industrial District where a construction project is occurring and utilized for the storage of construction materials, equipment, tools, etc. without a shipping container permit from the CEO. In all cases, such shipping containers shall not be placed where they will diminish or negatively impact sight distance, cause a hazard to the traveling public or negatively impact existing stormwater flow~~

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~~across the site. Such shipping containers shall be removed within 30 days after the completion of the construction project. [Added 5-15-2004]~~

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**Land Use Ordinance § 300-12.2. – Terms Defined.**

INTERMODAL SHIPPING CONTAINER — A six-sided steel unit originally constructed as a general cargo container used for the transport of goods and materials ~~roofed or unroofed container placed outdoors and used for the storage of goods, materials or merchandise, which is utilized in connection with a lawful principal or accessory use of the lot.~~ The term "intermodal storage container" includes, but is not limited to, containers such as boxcars, semi-trailers, roll-off containers, slide-off containers, railroad cars and "piggy-back" containers. The term "storage container" does not include:

- A. A garage, barn or storage structure accessory to a principal use, provided such structure is not of a type designed, equipped or customarily used for over-the-road transport of goods, materials or merchandise.
- B. A "dumpster"-type container that is owned by a licensed waste hauler and is emptied no less than once a month, provided that use of such container is incidental to the principal use of the property. **[Added 5-15-2004]**



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# Addendum 7 - Subdivision Notification

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23-06

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PROPOSED AMENDMENT OF

*the*

**SUBDIVISION ORDINANCE  
FOR THE TOWN OF RAYMOND, MAINE**

Article 6(4) – AMENDMENTS TO PREVIOUSLY APPROVED SUBDIVISION PLAN

Article 7(4) – AMENDMENTS TO PREVIOUSLY APPROVED SUBDIVISION PLAN

**Summary of Changes:** This proposed amendment to the Subdivision Ordinance would require notification to be sent to all lot owners within a subdivision when an amendment to that subdivision has been proposed. Currently, notification is only sent to lot owners within 250’ of the properties involved. If this amendment is approved all lot owners, regardless of the distance from the subject property, would be notified.

The proposed text is shown in red with an underline, and revised or removed language is shown in ~~red with a strikethrough~~.

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## Article 6

### 4. Amendments to Previously Approved Subdivision Plan

Prior to making any change, erasure, modification, or revision to a final Major Subdivision Plan which has been approved by the Board and endorsed in writing on the plan, the plan must be resubmitted to the Board for their review and approval of the proposed modifications. Prior to taking final action on any amended Major Subdivision Plan, the Planning Board may hold a public hearing ~~may be held to afford the public the opportunity to comment on the application concerning a subdivision amendment~~ as prescribed in Article 5, Section 1.F of this Ordinance. Notice of the time, place, and date, of such hearing, shall be sent not less than seven (7) days before the hearing to the owners of all existing lots on the Major Subdivision Plan. Property owners shall be those listed in the most recent tax records of the Town of Raymond. All amended plans must be signed by the Board and recorded in the Registry of Deeds within sixty (60) days of the date the plan is signed. Any amended plan not so filed or recorded within sixty (60) days of the date the plan is signed by the Planning Board shall become null and void, unless the particular circumstances of said applicant warrant the Board to grant an extension which shall not exceed two additional periods of sixty (60) days. The applicant shall provide the Code Enforcement Officer (CEO) with a receipt from the Registry of Deeds within that time limit stating that the plan has been filed and giving the book and page numbers.

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## Article 7

### 4. Amendments to Previously Approved Subdivision Plan

Prior to making any change, erasure, modification, or revision to a Minor Subdivision Plan which has been approved by the Board and endorsed in writing on the plan, the plan must be

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resubmitted to the Board for their review and approval of the proposed modifications. Prior to taking final action on any amended Minor Subdivision Plan, the Planning Board may hold a public hearing to afford the public the opportunity to comment on the application ~~may be held concerning a subdivision amendment~~ as prescribed in ~~Section~~Article 7 1.F(E) above. Notice of the time, place, and date, of such hearing, shall be sent not less than seven (7) days before the hearing to the owners of all existing lots on the Minor Subdivision Plan. Property owners shall be those listed in the most recent tax records of the Town of Raymond. All amended plans must be signed by the Board and recorded in the Registry of Deeds within sixty (60) days of the date the plan is signed. Any amended plan not so filed or recorded within sixty (60) days of the date the plan is signed by the Planning Board shall become null and void, unless the particular circumstances of said applicant warrant the Board to grant an extension which shall not exceed two additional periods of sixty (60) days. Any extension of the 60-day period must be requested of the Planning Board before the previous 60-day period expires. The applicant shall provide the Code Enforcement Officer (CEO) with a receipt from the Registry of Deeds within that time limit stating that the plan has been filed and giving the book and page numbers.

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# Addendum 8 - Required for Consistency 30-A MRS § 4364-B

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23-07

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PROPOSED AMENDMENT OF

*the*  
**LAND USE ORDINANCE  
FOR THE TOWN OF RAYMOND, MAINE**

§ 300-9.26. – ACCESSORY APARTMENTS  
§ 300-12.2. – TERMS DEFINED

&

*The*  
**SHORELAND ZONING ORDINANCE  
FOR THE TOWN OF RAYMOND, MAINE**

§ 350-5.4. – TABLE OF LAND USES  
§ 350-8.2. – TERMS DEFINED

**Summary of Changes:** The proposed amendment is necessary in order to maintain consistency with the new Accessory Dwelling Unit (ADU) law contained within LD 2003, 30-A M.R.S. § 4364-B.

The proposed text is shown in red with an underline, and revised or removed language is shown in ~~red with a strikethrough~~.

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**§ 300-9.26. Accessory Dwelling Unitsapartments. [Added 6-3-2015]**

Accessory Dwelling Unitsapartments, constructed within an existing dwelling unit on a lot, attached to or sharing a wall with a single-family dwelling unit, or detached, as a new structure on the lot for the primary purpose of creating an accessory dwelling unit, shall be allowed on the same lot as a single-family dwelling unit in any zone where housing is permitted. in a residential zone, provided that the existing structure and accessory apartment shall not cover the lot by more than 15%. The Appeals Board may grant an additional 5%. If the total number of bedrooms or potential bedrooms exceeds by more than one the number of bedrooms the septic system is designed for, a replacement or expanded system shall be designed and installed before occupancy. The accessory ~~apartment~~dwelling unit must be a minimum of 190 s.f. and shall not comprise more than 700 square feet of living space, excluding stairways. Not more than one accessory ~~dwelling unit~~apartment shall be permitted per parcel. No additional parking is required for an accessory dwelling unit beyond the parking requirements of the single-family dwelling unit on the lot where the accessory dwelling unit is located.

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**§ 300-12.2. Terms defined.**

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**Accessory Dwelling Unit Apartments** – A separate dwelling unit ~~of no more than 700 square feet, excluding stairways, either attached or detached, and~~ located on the same parcel with a single-family dwelling. The ~~accessory dwelling unit apartment~~ shall contain a kitchen and bathroom which are separate from and not used in common with the principal dwelling unit.

**§ 350-5.4. Table of Land Uses. [Amended 6-14-2022]**

Table 1 Land Uses in the Shoreland Zone				
Land Uses		RP	SP	LRR1 LRR2
16A.	Accessory <del>dwelling units</del> <del>apartments</del>	no	no	CEO

**Notes:**

- \* There may be additional performance standards in Article 9 of the Raymond Land Use Ordinance beyond those in Article 6 of these shoreland zoning provisions.
- \*\* Home occupations are those land uses that conform with the requirements of Article 9. A home occupation that conforms to Article 9 and that is specifically permitted by Article 11 of the Raymond Land Use Ordinance shall be considered a permitted use in the Limited Residential/Recreation I and II Districts. All other home occupations not specifically listed in the definitions of home occupations in Article 12 of the Raymond Land Use Ordinance shall be considered conditional uses that must conform to the standards set forth in Article 9, § 300-9.2, of the Raymond Land Use Ordinance and that must be reviewed and approved by the Appeals Board.
- \*\*\* Allowed single-family structures shall include those units commonly called "modular homes" or "Type 2 manufactured homes" as defined in the definition of "manufactured housing" in Article 12, § 300-12.2, Terms defined; which the manufacturer certifies are constructed in compliance with Title 10, Chapter 975, and rules adopted under that chapter, meaning structures, transportable in one or more sections, which are not constructed on a permanent chassis and are designed to be used as dwellings on foundations when connected to required utilities, including the plumbing, heating, air conditioning or electrical systems contained in the unit.
  1. (Reserved)<sup>2</sup>
  2. Requires permit from the Code Enforcement Officer if more than 100 square feet of surface area, in total, are disturbed.

<sup>2</sup> Editor's Note: Original Note 1 was repealed 6-7-2012.

3. In RP not permitted in areas so designated because of wildlife value.
  4. See further restrictions in § 350-6.14B(2).
  5. Except for Panther Run's floodplain, in which case a permit is required from the Planning Board.
  6. Except to provide for permitted uses within the district, or where no reasonable alternative route or location is available outside the RP area, in which case a permit is required from the Planning Board.
  7. Excluding bridges and other crossings not involving earthwork, in which case no permit is required.
- 

**§ 350-8.2. – Terms defined.**

ACCESSORY DWELLING UNIT APARTMENT — A separate dwelling unit ~~of no more than 700 square feet, either attached or detached and~~ located on the same parcel with a single-family dwelling. The accessory dwelling unit apartment shall contain a kitchen and bathroom which are separate from and not used in common with the principal dwelling.

# Business License Application - Goodhue Sebago LLC



## Business License Application

<b>OFFICIAL USE</b>	
Permit Fee: <u>\$25.00</u>	Application Date: <u>3/22/23</u>
Map-Lot: _____	Zone: _____

Business Name: Goodhue Sebago LLC

Business Location: 1292 Roosevelt Trail

Applicant: Goodhue Sebago LLC

Mailing Address: Same

City State Zip: Raymond ME 04071

Home Telephone: \_\_\_\_\_ Work Telephone: 207-655-2722

Email Address: DebD @ goodhueboat.com

Description of Business: Marina

Owners/Partners Names	Owners/Partners Address	Owners/Partners Phone #s
<u>Cameron Pratt</u>	<u>PO Box 1838 Rancho Santa Fe CA 92067</u>	<u>301-938-6486</u>
<u>Brent Pratt</u>	<u>1113 Piney Meekinghouse Rd Potomac MD</u>	<u>301-938-6487</u>
Emergency Contact Names	Emergency Phone # 1	Emergency Phone # 2
<u>Bob Adams</u>	<u>234-567-3483</u>	<u>207-655-2722</u>
<u>Cody Gray</u>	<u>403-707-9287</u>	<u>603-569-2871</u>

I have secured or am in the process of securing all State and local licenses/permits required for my business to operate. Please list required licenses/permits:

Retail Cert 1003-9670      Withholding Reg 1003-9673

Retail Cert 7004970      Corp Income tax 1003-9671

Have there been any public health, safety, or welfare problems occurring in the operation of the business or a similar business at the same location in the immediately preceding year, including but not limited to neighborhood complaints, disorderly customers, and excessively loud or unnecessary noise that initiated complaints to or required a response from the sheriff's department fire department or other municipal regulatory body or employee?     Yes  No

If Yes, please provide evidence of satisfactory resolution of any such complaint.

Applicant Signature: Deborah, controller.

# Business License Application - TBD Ice Cream Shop



## Business License Application

**OFFICIAL USE**

Permit Fee: \$25.00

Application Date: 3-30-23

Map-Lot: \_\_\_\_\_

Zone: \_\_\_\_\_

Business Name: TBD  
 Business Location: 1259 Roosevelt trl suite A  
 Applicant: Josh Tanguay  
 Mailing Address: PO Box 1045, Raymond  
 City State Zip: Raymond, ME 04071  
 Home Telephone: NA Work Telephone: 207-712-1834  
 Email Address: J+mech@maine.tc.com  
 Description of Business: Ice cream shop

Owners/Partners Names	Owners/Partners Address	Owners/Partners Phone #s
Emergency Contact Names	Emergency Phone # 1	Emergency Phone # 2

I have secured or am in the process of securing all State and local licenses/permits required for my business to operate. Please list required licenses/permits:

Health and Human Services \_\_\_\_\_  
 \_\_\_\_\_

Have there been any public health, safety, or welfare problems occurring in the operation of the business or a similar business at the same location in the immediately preceding year, including but not limited to neighborhood complaints, disorderly customers, and excessively loud or unnecessary noise that initiated complaints to or required a response from the sheriff's department fire department or other municipal regulatory body or employee?  Yes  No

If Yes, please provide evidence of satisfactory resolution of any such complaint.

Applicant Signature: [Signature]

# Issuing a Revaluation RFP

## 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:	4/11/2023	Request Date:	3/30/2023
Requested By:	Curt Lebel, Assessors Agent		
Address:			
eMail:			
Phone #:			

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

- Information Only     Public Hearing     Report     Action Item  
 Other - Describe

Agenda Item Subject:	Consideration of issuance of Revaluation RFP
Agenda Item Summary:	<b>Board will be asked to consider approving the drafting and issuance of a request for proposals for a town wide revaluation. The Assessors agent will provide a short presentation and update to the board at its meeting on April 11th.</b>

Action Requested/ Recommendation:	
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Attachments to Support Request:	
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<i>For Selectmen's Office Use Only</i>	
Date Received: _____	Approved for inclusion: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date Notification Sent: _____	Meeting Date: _____

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# Abatement Request

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## Board of Selectmen – Agenda Item Request Form

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

Requested Meeting Date:	4/11/2023	Request Date:	3/30/2023
Requested By:	Curt Lebel, Assessors Agent		
Address:			
eMail:			
Phone #:			

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

Information Only     Public Hearing     Report     Action Item

Other - Describe

Agenda Item Subject:	Consideration of tax abatement
Agenda Item Summary:	<b>Board will be asked to consider a tax abatement to be issued regarding a personal property item. A memo outlining recommended actions shall be included in the agenda packet</b>

Action Requested/ Recommendation:	<b>Approve abatement tax items as requested.</b>
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Attachments to Support Request:	<b>Memo and appropriate documents to be attached.</b>
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<i>For Selectmen's Office Use Only</i>	
Date Received: _____	Approved for inclusion: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date Notification Sent: _____	Meeting Date: _____

TOWN OF RAYMOND      Assessing Office

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

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INTEROFFICE MEMORANDUM

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**TO:** RAYMOND BOARD OF ASSESSORS  
**FROM:** CURT LABEL, ASSESSORS AGENT  
**SUBJECT:** ABATEMENT/RFP FOR REVALUATION  
**DATE:** 4/6/2023  
**CC:**

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Dear Board Members,

Good Afternoon,

I have 1 abatement request for the board to consider at its upcoming meeting.

**Wind In Pines Abatement:**

William Burnham of Wind In Pines filed his annual declaration of business equipment to the town for 2022. The declaration indicated the purchase of 30 adirondack chairs for a cost of \$661. Our office assessed Wind In Pines for 30 chairs at \$661 per chair, for a valuation of \$16,200. Mr. Burnham has provided a receipt for the purchase and the declaration intended to indicate that the total cost of all 30 Chairs was \$661.

The assumption by the office staff was that the chairs may were \$661 each, especially given that they were purchased for commercial use, but that was not the case.

I am recommending that the board issue an abatement in the amount of \$15,700 for the extra chairs which were assessed in error.

**Revaluation RFP issuance:**

I have prepared a short power point presentation for the Board and the viewing public regarding the need to begin the revaluation process for the town and issue an RFP for project bids. I will be at your meeting on the 11<sup>th</sup> to discuss the process and answer any questions the board may have.

Sincerely,

Curt Label, Assessors Agent, Town of Raymond

## Certificate of Abatement

*36 M.R.S.A. § 841*

*We, the Board of Assessors of the municipality of Raymond, hereby certify to Suzanne Carr, tax collector, that the accounts herein, contain a list of valuations of the estates, real and personal, that have been granted an abatement of property taxes by us for the April 1, 2022 assessment on April 11, 2023. You are hereby discharged from any further obligation to collect the amount abated.*

**Voted by the Raymond Board of Assessors on: April 11, 2023**

**Attest: \_\_\_\_\_ Don Willard, Town Manager**

Tax Year	#	M/L	ACCT#	OWNER OF RECORD	OLD ASSESSMENT	NEW ASSESSMENT	VALUATION ABATED	TAX AMOUNT	TAX RATE	MISCELLANEOUS INFORMATION
2022- 9		P.P.	199 PP	Wind In Pines, LLC PO Box 65 Raymond, ME 04071	\$ 29,300.00	\$ 13,600.00	\$ 15,700.00	\$ 235.50	0.015	Personal Property equipment item assessed multiple times in error, resulting in overvaluation.
<b>TOTALS</b>							<b>\$15,700.00</b>	<b>\$235.50</b>		



**APPLICATION FOR  
ABATEMENT OF MUNICIPAL PROPERTY TAXES**  
36 M.R.S. §§ 841 - 849, and Property Tax Bulletin No. 10

This application must be filed with your municipal assessor. A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name: William Burnham Jr. (Wind in Pines, LLC)
2. Mailing address: PO Box 65, Raymond, ME 04071
3. Physical address (if different than mailing address): 1232 Roosevelt Trail
4. Phone: 207-894-0589 Email: wb.windinpines@outlook.com
5. Tax year for abatement: ..... 2023 Acct. P199
6. Assessed value of real estate: ..... \$ N/A
7. Reduction of real estate value requested: ..... \$ N/A
8. Assessed value of personal property: ..... \$ 29,300
9. Reduction of personal property value requested: ..... \$ 15,662
10. Reasons for requesting abatement (please be specific about the reason(s) you believe the assessment is illegal, erroneous, or that the property is overvalued for tax purposes, and include supporting documentation such as comparable sales/deed reference): \_\_\_\_\_

We purchased 30 plastic chairs in 2021 for \$22 each at a total price of \$661. The total "Value New" for all 30 chairs should have been \$661. But it was recorded as \$661 for each chair instead of \$22 making the total "Value New" come to \$19,830

and the "Assessed" value for the chairs came to \$16,202. 30 times what it should have been. Dividing 16,202 by 30 gives you a corrected "Assessed" value of \$540.

By subtracting \$540 from the recorded "Assessed" value of \$16,202 it gives you a \$15,662 reduction.

DECLARATION(S) UNDER THE PENALTIES OF PERJURY. I declare that I have examined this return/report/document and (if applicable) accompanying schedules and statements and to the best of my knowledge and belief they are true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

William Burnham Jr.  
Signature of applicant

3/16/23  
Date

Rev 03/22

W0013P



# Town of Raymond

## PERSONAL PROPERTY DECLARATION FORM

This schedule must be filed by all businesses with equipment located in this municipality according to Maine Statute, Title 36 §§ 601 and 706. Schedules are due in the Assessor's office on or before May 1, 2022. Taxpayers who do not comply will, by law, lose their right to appeal their assessed valuation.

Owner's Name: <u>William Burnham</u>	Date: <u>4/20/22</u>
Owner's Address: <u>PO Box 65, Raymond ME 04071</u>	Phone#: <u>207-894-0589</u>
Business Name: <u>Wind in Pines LLC</u>	Phone#: _____
Business Address: <u>PO Box 65, Raymond ME 04071</u>	Contact: <u>William Burnham</u>

Check one box and proceed as instructed.

- NEW BUSINESSES:** If you started your business after April 1, 2021, then submit a complete list of all equipment, furniture and fixtures used in the operation of the business as of April 1, 2022 using the following format. (A separate list may be attached provided it contains the information requested in table A)

Table A

HOW MANY	ITEM DESCRIPTION (MAKE, MODEL, ETC)	ITEM TYPE	DATE PURCHASED	NEW USED	AGE	PURCHASE COST

- EXISTING BUSINESSES:** If you submitted a complete list last year (2021), then please report any additions or deletions to the original list, using the reverse side. If you did not submit a complete list last year than check this box and provide a new, complete list of all equipment, furniture and fixtures used in the operation of the business as of April 1, 2022 using the format provided in table A.
- NO CHANGES:** Check this box only if you submitted a complete list last year (2021) and no additions or deletions have occurred since April 1, 2021. If you did not submit a complete list last year (2021) then please provide a complete list using the format provided in table A.
- MOVED OR OUT OF BUSINESS ON OR BEFORE APRIL 1, 2022:** Indicate effective date here \_\_\_\_\_.

I hereby certify that the information submitted is true and to the best of my knowledge.

SIGNATURE William Burnham DATE 4/20/22  
 TITLE LLC Member / Manager

Department of Assessing • 401 Webbs Mills Rd • Raymond, Maine 04071 • 207-655-4742 • www.raymondmaine.org

*Wood supplies*

**EXISTING BUSINESSES:** If you submitted a complete listing last year, then please add any new equipment or delete those items no longer located at the business. Please contact the Assessor's office for a copy of last year's list if needed.

**ADDITIONS:**

HOW MANY	ITEM DESCRIPTION (MAKE, MODEL, ETC)	ITEM TYPE	DATE PURCHASED	NEW USED	AGE	PURCHASE COST
1	AT+T Cell Phone	3	12/15/21	N	0	66
30	Plastic Adirondack Chairs	1	4/22/21	N	0	661
1	Bicycle Rack	2	4/18/21	N	0	94

**DELETIONS:**

HOW MANY	ITEM DESCRIPTION (MAKE, MODEL, ETC)	ITEM TYPE	DATE PURCHASED	NEW USED	AGE	PURCHASE COST
1	AT+T Cell Phone	3	2015	N	0	50
3	Plastic Adirondack Chairs	1	2015	N	0	49
16	Plastic Adirondack Chairs	1	2016	N	0	310

**LEASED EQUIPMENT:** Please list any equipment that you currently lease. If you have an agreement with the lessor to assume responsibility for the tax payment, please enclose a copy of that agreement.

ITEM DESCRIPTION (MAKE, MODEL, ETC)	LEASED FROM	MAILING ADDRESS	Age of item

**PLEASE NOTE:**

If your submission is found to be incomplete, then an estimated value will be assessed for tax purposes. If no list is submitted, your right to appeal the assessed value will be barred. Please contact the Assessor's office if you have any questions.

Account Number W0013P

Card # 2 of 2

Active Status Active

Owner Information		Business Information		Current Valuation		VISION Personal Property Account Information Raymond, ME 3/9/2023 2:25:07
Name	WIND IN PINES	Business	WIND IN PINES, LLC	Total Appraised:	34,000	
Address	PO BOX 65 RAYMOND, ME 04071	Bus Locn	1232 ROOSEVELT TRL	Total Assessed:	29,300	
		District		Total Value New:	60,540	
		State Bus Code		Assessment Ratio:	86%	
		Mblu	/ / /	BETE Exmpt	0	
				Net Assessment:	29,300	

Owned Items												
Line#	Type	Description	Qty	Replace Cost	Value New	Year	% Cond	Appraised	Assessed	Lessee	Line Notes	
38	02	ADIRONDAK CHAIRS	1	224	224	2019	0.8	179	154			
39	02	13 FT ROW BOAT	1	450	450	2019	0.8	360	310			
40	02	PLASTIC ADIRONDACK CHAI	1	320	320	2020	0.9	288	248			
41	03	GE REFRIGERATOR	1	632	632	2020	0.9	569	489			
42	03	SPEED QUEEN CLOTHES WA	1	948	948	2020	0.9	853	734			
43	03	AMANA CLOTHES WASHER	1	466	466	1994	0.3	140	120			
44	03	HOT POINT CLOTHES WASHE	1	345	345	1987	0.3	104	89			
45	03	HOT POINT CLOTHES DRYER	1	389	389	2003	0.3	117	101			
46	02	WATER RAFT	1	754	754	1992	0.3	226	194			
47	02	PLASTIC ADIRONDAK CHAIR	30	661	19,830	2021	0.95	18,839	16,202			
48	02	BICYCLE RACK	1	94	94	2021	1	94	81			

Summary By State				Vist History						Prior Values	
Type	Description	AppraisedValue	AssessedValue	Date	ID	Info Source	Purpose/Result	Visit Notes	Year	AssessedValue	
02	FURNITURE	27,178	23,375								
03	MACHINERY	6,838	5,880								
06	COMPUTER EQUIP	20	17								



**CHOOSE YOUR ADVANTAGE FOR APPLIANCES** SPECIAL OFFER NOW - 1/31/22 EVERYDAY OFFER

**12 MONTHS Special Financing\*** or **5% OFF\***

\$299 minimum purchase required. Exclusions apply.

**Lowe's Advantage**  
123 4567 890123 4  
VALUED CUSTOMER

\*Offers subject to credit approval and cannot be combined. Minimum monthly payments required for Special Financing. If your purchase or order is over the minimum required, you will be asked to select the offer you would like. See in-store disclosure slip or Lowe's.com for details. ©2021 Lowe's, LOWE'S and the Gable Mansard Design are registered trademarks of LF, LLC.

**Account Balance Summary**

Balance Type	Purchase Date/Amount	Previous Balance	Payments & Other Credits (-)	Purchases, Fees & Other Debits (+)	Interest Charged (+)	Expired Promotion Balances* (+/-)	New Statement Balance
Regular				\$754.49			\$754.49
<b>Total</b>				<b>\$754.49</b>			<b>\$754.49</b>

If you have promotional balances, additional promotional details can be found below in the Promotional Purchase Summary.  
\* Expired promotional balances will display in both the promotional and regular purchases balance row during the month of expiration.

1-2

**Transaction Detail**

Date	Reference Number/ Invoice Number	Description	Amount
<b>Purchases and Other Debits</b>			
04/22	95917	LOWES INTERNET FULFILLMNT <i>Bike Rack</i>	\$754.49 \$93.64
04/22	17595	SOS OUTDOOR LIVING GAMES&RECREATION PROMOTIONAL DISCOUNT STORE 2629 WINDHAM ME <i>30 Beach Chairs</i> → RESIN PATIO FURNITURE ← PROMOTIONAL DISCOUNT	\$660.85
<b>Total Fees Charged This Period</b>			\$0.00
<b>Total Interest Charged This Period</b>			\$0.00
05/09		INTEREST CHARGE ON PURCHASES	\$0.00

2021 Year-to-Date Fees and Interest	
Total Fees Charged	\$0.00
Total Interest Charged	\$0.00
Total Interest Paid	\$0.00

**Interest Charge Calculation**

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge	Balance Method
Regular Purchases	N/A	26.99%	\$0.00	\$0.00	2D

**New Promotional Financing Plans**

You may be offered one of the following promotions when you make a qualifying Lowe's credit card purchase: No Interest if Paid in Full within 6, 12, 18 or 24 months. Under each of these promotions, if the promotional balance is not paid in full within the promotional period, interest will be imposed from the date of purchase at a rate of 26.99%. Minimum monthly payments are required. Some or all of the minimum payment based on the promotional balance may be applied to other account balances. Offers subject to credit approval. Offers not available at all times for all purchases. Offer dates and other terms will be disclosed in promotional advertising. Regular account terms apply to non-promo purchases and, after promotion ends, to promo purchases. Cannot be combined with other credit related promotional offers.

**Important Account Information**

If your account has a deferred interest promotion and you would like us to apply a payment on your account in a different way, please call Customer Service to discuss other options that may be available.

(Continued on next page)

Raymond  
10:45 AM

**Personal Property Tax Commitment Book - 2023 15.000**  
**APRIL 1, 2022 TAX ASSESSMENT**

9/21/2022  
Page 39

Account Name & Address	Category	Assessment	Exempt	Total	Tax
272 WILLIAMS SCOTSMAN INC 901 S BOND ST STE 600  BALTIMORE MD 21231	FURNITURE & FIXTURES	6,100	2,600	3,500	52.50 26.25 (1) 26.25 (2)
100 WILSON ROGER & DIANE 166 NORTH RD  BEDFORD MA 01730  20 BOATERS WAY	FURNITURE & FIXTURES	7,700	0	7,700	115.50 57.75 (1) 57.75 (2)
199 WIND IN PINES, LLC PO BOX 65  RAYMOND ME 04071  1232 ROOSEVELT TRL	FURNITURE & FIXTURES	29,300	0	29,300	439.50 219.75 (1) 219.75 (2)
207 WINSLOW SCOTT & DEBBIE 105 ALBION ROAD  WINDHAM ME 04062  74 KOKATOSI	FURNITURE & FIXTURES	64,000	0	64,000	960.00 480.00 (1) 480.00 (2)
239 WOHL FRED 3 TARKILL WAY  WINDHAM ME 04062  92 KOKATOSI	FURNITURE & FIXTURES	24,300	0	24,300	364.50 182.25 (1) 182.25 (2)

	Assessment	Exempt	Total	Tax
<b>Page Totals:</b>	131,400	2,600	128,800	1,932.00
<b>Final Totals:</b>	10,655,700	4,513,300	6,142,400	92,136.00

Owner Information		Business Information		Current Valuation			VISION  Personal Property Account Information  Raymond, ME  3/16/2023 11:16:
Name	WIND IN PINES	Business	WIND IN PINES, LLC	Total Appraised:	15,800		
Address	PO BOX 65 RAYMOND, ME 04071	Bus Locn	1232 ROOSEVELT TRL	Total Assessed:	13,600		
		District		Total Value New:	41,371		
		State Bus Code		Assessment Ratio:	86%		
		Mblu	/ / /	BETE Exmpt	0		
				Net Assessment:	13,600		

Owned Items											
Line#	Type	Description	Qnty	Replace Cost	Value New	Year	% Cond	Appraised	Assessed	Lessee	Line Notes
1	02	USED FURNITURE	1	1,500	1,500	1960	0.3	450	387		
2	02	FURNITURE	1	8,648	8,648	1985	0.3	2,594	2,231		
3	03	KITCHEN/COOKWARE	1	7,710	7,710	1985	0.3	2,313	1,989		
4	02	USED FURNITURE - 1998	1	455	455	1998	0.3	137	118		
5	02	MATTRESS 1999	1	159	159	1999	0.3	48	41		
6	02	USED FURNITURE -2000	1	31	31	2000	0.3	9	8		
7	03	MICROWAVE-2000	1	53	53	2000	0.3	16	14		
8	02	2001 FURNITURE MISC	1	140	140	2000	0.3	42	36		
9	02	USED MICROWAVE - 2001	1	25	25	2001	0.3	8	7		
10	02	2002 FURNITURE	1	220	220	2002	0.3	66	57		
11	03	MISC EQUIPMENT	1	380	380	2002	0.3	114	98		
12	02	2003 TWIN MATTRESS	1	130	130	2003	0.3	39	34		
13	03	BOATING EQUIPMENT	1	493	493	2004	0.3	148	127		
14	02	MISC FURNITURE 2004	1	498	498	2004	0.3	149	128		
15	02	2005 MISC FURNITURE	1	130	130	2005	0.3	39	34		
16	03	MISC EQUIPMENT - 2005	1	97	97	2005	0.3	29	25		
17	03	KAYAKS - 2006	1	320	320	2006	0.3	96	83		
18	02	FURNITURE - 2007	1	570	570	2007	0.3	171	147		
19	03	GOLF CART - 2007	1	1,940	1,940	2007	0.3	582	501		
20	02	MISC FURNITURE - 2008	1	2,632	2,632	2008	0.3	790	679		
21	03	MISC KITCHEN EQUIPMENT	1	2,710	2,710	2008	0.3	813	699		
22	02	MISC USED FURNITURE	1	22	22	2009	0.3	7	6		
23	02	NEW MISC FURNITURE -2010	1	485	485	2010	0.3	146	126		
24	02	MISC FURNITURE - 2011	1	1,891	1,891	2011	0.3	567	488		
25	03	CANOE PADDLES	1	70	70	2011	0.3	21	18		
26	03	KAYAK - 2012	1	350	350	2012	0.3	105	90		
27	02	MISC NEW FURNITURE 2013	1	396	396	2013	0.4	158	136		
28	02	2014 MISC FURNITURE	1	1,069	1,069	2014	0.45	481	414		
29	03	CANOE PADDLES	1	20	20	2014	0.45	9	8		
30	02	2015 NEW FURNITURE	1	36	36	2015	0.5	18	15		REDUCED VALUE FOR 3 ADIRONDAK
31	06	SAMSUNG PRINTER/COPIER	1	100	100	2015	0.2	20	17		
32	03	AT&T CELL PHONE	1	66	66	2021	0.95	63	54		
33	02	MISC 2016 FURNITURE	1	1,702	1,702	2016	0.6	1,021	878		
34	03	ELECTRIC RANGE	1	526	526	2017	0.7	368	316		
35	02	PICNIC TABLE	1	109	109	2017	0.7	76	65		
36	02	PLASTIC ADIRONDAK CHAIR	14	18	252	2017	0.7	176	151		
37	03	HOTPOINT ELECTRIC RANG	1	473	473	2019	0.8	378	325		

Summary By State				Visit History					Prior Values	
Type	Description	AppraisedValue	AssessedValue	Date	ID	Info Source	Purpose/Result	Visit Notes	Year	AssessedValue
02	FURNITURE	8,967	7,713	5/11/20	KG			CHANGES MADE PER DECLARATION	2022	29,300
03	MACHINERY	6,838	5,880	5/18/20	KG			ITEMS ADDED PER DECLARATION	2021	14,600
06	COMPUTER EQUIP	20	17	6/24/20	CL		50		2020	13,700
				4/29/20	KG		50	CHANGES MADE PER DECLARATION	2019	13,900
				4/28/20	MM		50	CHANGES MADE PER DECLARATION F	2018	14,400
									2017	15,600

Owner Information		Business Information		Current Valuation		VISION	
Name	WIND IN PINES	Business	WIND IN PINES, LLC	Total Appraised:	15,800	<b>Personal Property Account Information</b>  <b>Raymond, ME</b>  <b>3/16/2023 11:16:</b>	
Address	PO BOX 65 RAYMOND, ME 04071	Bus Locn	1232 ROOSEVELT TRL	Total Assessed:	13,600		
		District		Total Value New:	41,371		
		State Bus Code		Assessment Ratio:	86%		
		Mblu	/ / /	BETE Exmpt	0		
				Net Assessment:	13,600		

Owned Items											
Line#	Type	Description	Qty	Replace Cost	Value New	Year	% Cond	Appraised	Assessed	Lessee	Line Notes
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42	03	SPEED QUEEN CLOTHES WA	1	948	948	2020	0.9	853	734		
43	03	AMANA CLOTHES WASHER	1	466	466	1994	0.3	140	120		
44	03	HOT POINT CLOTHES WASHE	1	345	345	1987	0.3	104	89		
45	03	HOT POINT CLOTHES DRYER	1	389	389	2003	0.3	117	101		
46	02	WATER RAFT	1	754	754	1992	0.3	226	194		
47	02	30 PLASTIC ADIRONDAK CHA	1	661	661	2021	0.95	628	540		
48	02	BICYCLE RACK	1	94	94	2021	1	94	81		

Summary By State				Visit History						Prior Values	
Type	Description	AppraisedValue	AssessedValue	Date	ID	Info Source	Purpose/Result	Visit Notes	Year	AssessedValue	
02	FURNITURE	8,967	7,713								
03	MACHINERY	6,838	5,880								
06	COMPUTER EQUIP	20	17								