

Town of Raymond Select Board ePacket August 15, 2023 Table of Contents

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Agenda



SELECT BOARD Agenda

August 15, 2023

5:30pm - Special Town Meeting

Directly Followed by the Regular Meeting

At Broadcast Studio & Via Zoom & on YouTube

Resolution: We, the Raymond Select Board, 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) Special Town Meeting

Town of Raymond August 15, 2023 SPECIAL TOWN MEETING WARRANT

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

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Raymond, qualified by law to vote in Town affairs, to meet at the Broadcast Studio at 423 Webbs Mills Road in said town on Tuesday, August 15, 2023, at 5:30 P.M., then and there to act on Articles 1 through 2 as set out below.

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

ARTICLE 2: To see if the Town will authorize medical cannabis retail store locations operating with municipal approval as of December 13, 2018, to operate pursuant to a medical cannabis dispensary registration or a caregiver registration, in compliance with all applicable state and local requirements?

NOTE OF EXPLANATION: This change in no way allows any sale of recreational use cannabis in the Town of Raymond. It does allow the 2 medical use sites currently grandfathered to operate in Raymond to register with the State of Maine as either a medical caregiver or a medical dispensary.

The Maine State Statues (Title 22, Chapter 558-C: Maine Medical Use of Cannabis Act) §2422. Definitions include the following:

1-F. <u>Caregiver retail store</u>. "Caregiver retail store" means a store that has attributes generally associated with retail stores, including, but not limited to, a fixed location, a sign, regular

Select Board Meeting Agenda

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August 15, 2023

business hours, accessibility to the public and sales of goods or services directly to a consumer, and that is used by a registered caregiver to offer cannabis plants or harvested cannabis for sale to qualifying patients.

- 6. <u>Registered dispensary or dispensary.</u> "Registered dispensary" or "dispensary" means an entity registered under section 2425-A that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies or dispenses cannabis plants or harvested cannabis or related supplies and educational materials to qualifying patients and the caregivers of those patients.
 - 2) Adjourn Special Town Meeting
 - 3) Call regular meeting to order
 - 4) Minutes of previous meetings
 - a) June 19, 2023 Regular Meeting
 - b) June 27, 2023 Special Meeting
 - c) July 18, 2023 Special Meeting
 - 5) Public Hearing
 - a) Special Amusement Application Café Sebago, Kyle Bancroft, owner
 - 6) New Business
 - a) Consideration of Budget-Finance Committee Vacancy Sue Look, Town Clerk
 - b) Consideration of Planning Board Resignation Sue Look, Town Clerk
 - c) <u>Consideration of East Shore Tavern (formerly Café Sebago) Liquor License</u> Kyle Bancroft, owner
 - d) <u>Consideration of East Shore Tavern (formerly Café Sebago) Special Amusement Application</u> Kyle Bancroft, owner
 - e) Consideration of Quit Claim Deed(s) Sue Carr, Tax Collector
 - 7) Public Comment
 - 8) Selectman Comment
 - 9) Town Manager's Report and Communications
 - a) Confirm Dates for Upcoming Regular Meetings

Select Board Meeting Agenda

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August 15, 2023

- September 12, 2023
- October 10, 2023

b) Upcoming Holiday Reminder

Monday, September 4, 2023 – Labor Day

10) Executive Session

a) Discussion of Personnel Issue – pursuant to 1 MRSA §405 (6) (A)

11) Adjournment

Select Board Meeting Agenda

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August 15, 2023

Special Town Meeting Warrant

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Previous Meeting Minutes - June 19, 2023



SELECT BOARD MEETING Minutes

June 19, 2023
5:30pm – Regular Meeting
Via Zoom & on YouTube

Resolution: We, the Raymond Board of Selectmen, recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to "Be the Influence" and to recognize that decisions matter.

Select Board members in attendance: Joe Bruno, Rolf Olsen, Teresa Sadak, Derek Ray

Select Board members absent: Samuel Gifford

Town Staff in attendance:

Nathan White, Public Works Director Wayne Jones, Fire Inspector Alex Sirois – CEO Charisse Keach, Finance Director Sue Look – Town Clerk

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

Welcome to our newest Select Board member, Derek Ray. Welcome back Don, good to have you back.

2) Minutes of previous meetings

a) May 9, 2023

Motion to approve as presented by Select Sadak. Seconded by Select Olsen. **Voted 3-0-1, motion carried** (Select Ray did not attend the previous meeting)

3) Election of Officers

a) Chair

Nomination of Joseph Bruno for Chair by Select Sadak. Seconded by Select Olsen. **Call for nominations to cease** by Select Olsen. Seconded by Select Sadak.

Unanimously approved

Vote for Mr Bruno as Chair was unanimous

b) Vice Chair

Nomination of Rolf Olsen for Vice Chair by Chair Bruno. Seconded by Select Sadak.

Select Board Meeting Minutes

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^{*} Taken out of order

Call for nominations to cease by Chair Bruno Seconded by Select Sadak.

Unanimously approved

Vote for Mr Olsen as Vice Chair was unanimous

c) Parliamentarian

Nomination of Rolf Olsen for Parliamentarian by Select Sadak. Seconded by Chair Bruno.

Call for nominations to cease by Chair Bruno. Seconded by Select Sadak.

Unanimously approved

Vote for Mr Olsen as Parliamentarian was unanimous

4) Executive Session

a) Code Enforcement Land Use Matter with Attorney - pursuant to 1 MRSA §405 (6) (E)

Motion to enter executive session at 5:33pm as noted above by Select Sadak. Seconded by Select Olsen.

Unanimously approved

Motion to leave executive session at 5:48pm by Select Sadak. Seconded by Select Olsen.

Unanimously approved

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

Motion to enter executive session at 7:23pm as noted above by Select Sadak. Seconded by Select Olsen.

Unanimously approved

Motion to leave executive session at 7:29pm by Select Olsen. Seconded by Select Sadak.

Unanimously approved

5) Public Hearing

a) Proposed Consent Agreement for 402 Webbs Mills Road

Enter Public Hearing at 5:48pm.

CEO Sirois said there is a proposed consent agreement for a violation. The property owner is willing to agree to the Town's request. They have decided shut down the business and move it to a different town. There is still the issue of the clearing and removal of vegetation which will be the violation addressed on the consent agreement.

Select Board Meeting Minutes

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^{*} Taken out of order

There is still a discussion to be had concerning a fine for the violation.

Public Hearing Closed at 5:51pm.

6) New Business

a) Consideration of Consent Agreement for 402 Webbs Mills Road

Motion to approve the consent agreement as negotiated by Town Manager Willard by Select Olsen. Seconded by Select Sadak.

Unanimously approved

- b) <u>Consideration of Appointment of RSU #14 Board of Directors Vacancy</u> Sue Look, Town Clerk
 - Kate Leveille resigned from the Board as of May 15, 2023
 - 3 applications were received:
 - Lisa Duncanson
 - 9 Viola St, occupation is entrepreneur, has been involved in Raymond Baseball for 10 years, Director of Rick Duncanson Memorial Scholarship for 10 years, and WHS sports for 8 years
 - Has lived in Raymond since 4th grade and went through Raymond schools. Does not like what is going on in the schools and would like to be an advocate for the students. Thinks the Raymond schools were better before we joined Windham. Wants to bring back respect. Now has 5 grandchildren in the Raymond schools.
 - Select Sadak asked what her plan is to have board members heard more.
 There should not be a we-they, we should all be working for the best of the students. I have been able to communicate with all walks of life.
 - Chair Bruno, do you see yourself running when this appointment runs out next Town Meeting? We will see.

Megan Juhase-Mehez

- 16 Pulpit Rock Rd, occupation is special services coordinator/educator, has 2 children at RES & WHS
- Megan was unavailable to attend due to taking her daughter to the airport.

Mike McClellan

- 27 Pismire Rd, occupation is policy director, 7 years on School Board (1 as Chair), 3 years on Select Board, 6 years in Maine State House on Education Committee, sport coaching, Beautification Committee, Recycling Committee, RSU #14 Withdrawal Committee
- Has lived in Raymond since 1987. Wife is a lifelong educator. Children went through Raymond schools. I have always focused on service. Served on the RSU #14 BOD to fill a vacancy a couple of years ago.
- Chair Bruno, is your heart in this? Mr McClellan, I think so. When I was on before I could not get items added to the agenda for the meetings and I have heard a number of people who are not happy with how things are run.

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^{*} Taken out of order

I think I am pretty prepared for this.

Char Jewell spoke concerning the challenges children are facing in schools today and urged the Select Board to elect Lisa Duncanson to the RSU #14 Board of Directors.

Motion to appoint Mike McClellan to fill the RSU #14 Board of Directors vacancy until the next Annual Town Meeting in June of 2024 by Select Olsen. Seconded by Select Ray.

Unanimously approved

- c) Consideration of Peddler's License Application B&B Fat Guys, Billie Jo Smith, Owner
 - Food Truck selling subs, burgers, hot dogs, etc.

From Lewiston. Worked for the original owner for 6 years and bought the food truck from him upon his retirement. Has owned the truck for 4 years and does the fair circuit, birthday parties, etc. Our sausages are made in Lewiston with our own spice mix. Sebago Outfitters wants to partner with us and has family in Raymond. Considering 10-6 or 7 for hours roughly. Will be running off a generator and will be taking the truck back and forth unless a permanent electrical outlet is installed.

CEO Sirois – no concerns with egress or parking issues, we do need a signed copy of the lease agreement and proof of insurance (she did send that to Town Clerk Look prior to the meeting).

Fire Inspector Jones – scheduled an inspection for Friday, June 22, 2023.

Leah Drinkwater of Sebago Outfitters requested that this truck come to her parking lot. I am pushing for this. I am trying to put Raymond on the map.

Motion to approve by Select Sadak. Seconded by Select Ray.

Unanimously approved

- d) Consideration of Business License Application IFS in ME, Toni Jo Coppa, Owner
 - Counseling

Fire Inspector Jones – everything has been corrected.

Motion to approve by Select Sadak. Seconded by Select Olsen.

Unanimously approved

e) <u>Presentation of FY 2021-2022 Audit</u> – Ron Smith, Managing Partner, RHR Smith & Company, CPA's

The town received their highest unmodified opinion. Mr Smith had a short presentation.

No issues of significance, only a few "best practices" issues with the General Ledger and Chart of Accounts. Some of which Finance Director Keach inherited and needed to be cleaned up.

In the General Fund the Town ended at about \$2,600,000 for FY2021-2022, roughly the same amount as at the end of FY2020-2021.

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^{*} Taken out of order

Undesignated Fund Balance ended at about \$2,000,000. We want to see that be about 30, 60, to 90 days of our operating budget (\$1,200,000 for 30, \$2,400,000 for 60, \$3,600,000 for 90). So, Raymond is near the 60-day mark, the same roughly as last year. Of that the Town used \$200,000 to reduce taxes and there were some carry forwards. 60 days is average for municipalities, but Raymond is above average due to the low level of debt carried and the fact it will be paid off within 3 years.

The foresight of putting monies aside for future projects in the TIF account of about \$860,000 and in CIP of about \$800,000 shows the Town to be above average and flexible.

f) <u>Consideration of Annual Payroll Warrant Policy</u> – Charisse Keach, Finance Director Motion to approve as presented by Select Olsen. Seconded by Select Sadak. <u>Unanimously approved</u>

- g) <u>Discussion of Change to Grandfathered Medical Cannabis Establishment</u> Alex Sirois, CEO
 - Request for a warrant article that would authorize grandfathered medical cannabis retail stores to operate pursuant to a state dispensary registration rather than a caregiver registration.

Shawn Bowie discussed that the "caregiver-ship" has very little oversight and has to be reported and tracked separate from a dispensary. The State has lifted the cap on dispensaries. For him it is an infrastructure issue. For the Town there is an annual approval process and there are requirements for cameras, etc. Our other shops have been moved to dispensaries. We would be able to have 1 account and not have to keep the caregiver separate. Rugged Roots has 3 recreational facilities. This change would not be a step toward recreational.

B&B has a court hearing to be evicted and the power has been shut off. Once B&B is evicted, Rugged Roots plan is to move in. Our attorney said that both uses are non-conforming uses that could be grand-fathered. This is a relatively new arrangement from the State. There are 2 in Town B&B and High Wire, both of whom had applied for a Business License in 2018, the Codes Office lost the application (and was later found) and cashed the check before the State Statutes were voted in to regulate. Once found, the application was denied by CEO Sirois at the advice of the Town Attorney and sent to the ZBA who approved it.

There was discussion pertaining to warrant article being confusing and difficult to explain that this does not change that we only have 2 grandfathered facilities that can be medical only.

Chair Bruno asked for a Special Town Meeting to be scheduled at the beginning of the August Select Board Meeting. Add to the warrant an explanation that this is not opting in for recreational.

h) <u>Discussion of Town Retirement Funds Match</u>

Public Works Director White asked the Select Board to reconsider the 1% additional retirement Town match for the FY2023-2024 budget (from 6% to 7%). HR Gosselin told Public Works Director White's crew that the 1% increase had been removed from the budget. Chair Bruno asked who authorized HR Gosselin to speak about this to

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^{*} Taken out of order

the crew. Town Manager Willard said that she is the HR Director and the crew asked her about the change.

HR Gosselin said that Scott Picavet asked her about the change, and she said that the change was not approved.

The Select Board remembers that they authorized the change during the budget process.

Motion to enter executive session pursuant to MRSA 1 §405 (6)(A) at 6:53pm by Select Sadak. Seconded by Select Olsen.

Unanimously approved

Motion to leave executive session at 7:12pm by Select Sadak. Seconded by Select Olsen.

Unanimously approved

i) Consideration of Quit Claim Deeds - Sue Carr, Tax Collector

Motion to issue a Quit Claim Deed for Map 049 Lot 001-A in the names of Robert and Diana Martin by Select Sadak. Seconded by Select Olsen.

Unanimously approved

Motion to issue a Quit Claim Deed for Map 019 Lot 039 in the name of Jared J Marston by Select Sadak. Seconded by Select Olsen.

Unanimously approved

Motion to issue a Quit Claim Deed for Map 019 Lot 039 in the name of Richard Strout by Select Sadak. Seconded by Select Olsen.

Unanimously approved

j) Consideration of Staff Annual Appointments - Sue Look, Town Clerk

Position	Expiration	First Name	Last Name
ANIMAL CONTROL OFFICER	6/30/2024	Jessica	Jackson
CODE ENFORCEMENT OFFICER	6/30/2024	Alex	Sirois
CONSTABLE	6/30/2024	Nathan	White
CONTRACT ASSESSOR	6/30/2024	Curt	Lebel
EMERGENCY MANAGEMENT DIRECTOR	6/30/2024	Bruce	Tupper
FIRE CHIEF	6/30/2024	Bruce	Tupper
FOREST WARDEN	6/30/2024	Bruce	Tupper
FREEDOM OF INFORMATION OFFICER	6/30/2024	Sue	Look
General Assistance Administrator	6/30/2024	Jennie	Silverblade
Harbor Master	6/30/2024	Don	Willard
HEALTH OFFICER	6/30/2024	Cathy	Gosselin

^{*} Taken out of order

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Maine Waste to Energy	6/30/2024	Don	Willard
ROAD COMMISSIONER	6/30/2024	Nathan	White
Tax Collector	6/30/2024	Suzanne	Carr
Town Clerk	6/30/2024	Sue	Look
Treasurer	6/30/2024	Charisse	Keach

Motion to approve as listed above by Select Sadak. Seconded by Select Olsen. **Unanimously approved**

k) Consideration of Boards/Committees Annual Appointments - Sue Look, Town Clerk

Committee	Term	Expiration	First Name	Last Name	Street
BEAUTIFICATION COMMITTEE	1	6/30/2024	Mitzi	Burby	64 Spiller Hill Rd
BEAUTIFICATION COMMITTEE	1	6/30/2024	Sharon	Dodson	PO Box 577
BEAUTIFICATION COMMITTEE	1	6/30/2024	Fran	Gagne	68 Whittemore Cove Rd
BEAUTIFICATION COMMITTEE	1	6/30/2024	Elissa	Gifford	PO Box 357
BEAUTIFICATION COMMITTEE	1	6/30/2024	Christine	McClellan	PO Box 406
BEAUTIFICATION COMMITTEE	1	6/30/2024	Mary	McIntire	31 Egypt Road
BEAUTIFICATION COMMITTEE	1	6/30/2024	Jan	Miller	59 Hancock Rd
BOARD OF ASSESSMENT REVIEW	3	6/30/2026	Brenda	Tubbs	350 Webbs Mills Rd
PLANNING BOARD	3	6/30/2026	Greg	Foster	29 Ledge Hill Rd
PLANNING BOARD	3	6/30/2026	Robert	O'Neill	67 Spring Valley Road
VETERANS MEMORIAL PARK COMMITTEE	1	6/30/2024	David	McIntire	31 Egypt Rd
ZONING BOARD OF APPEALS	3	6/30/2026	Pete	Lockwood	189 Mountain Rd
ZONING BOARD OF APPEALS	3	6/30/2026	Frederick	Miller	170 Thomas Pond Terrace Rd

Remove Beautification Committee as there is no need to appoint them.

Motion to approve as listed above by Select Sadak. Seconded by Select Olsen.

Unanimously approved

ı) Consideration of Select Board Representation on Boards/Committees – Select Board

Committee	Position	First Name	Last Name
BEAUTIFICATION COMMITTEE	Selectman Rep	Teresa	Sadak
RECYCLING COMMITTEE	Selectman Rep	Rolf	Olsen
VETERANS MEMORIAL PARK COMMITTEE	Selectman Rep	Samuel	Gifford
MMWAC	Alternate	Don	Willard
MMWAC		Mark	Gendron

By consensus the Select Board decided on the above listed representatives.

* Taken out of order

Select Board Meeting Minutes

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m) Consideration of Annual Fee Schedule - Sue Look, Town Clerk

Proposed updates are:

- Correcting a confusing part of the Building Permits section
- Increasing the Personal Campsite fee from \$25 to \$50
- · Correcting Change of Use fees
- Adding Motor Vehicle Accident Billing fees for the newly adopted policy
- Removing fees from the Fee Schedule that are set by statute and not within the Select Board's control
- Changing "Bounced" to "Returned"
- Removing Tassel Top Park fees as they are not collected at the Town Office and Tassel Top Park fees are a part of their enterprise account

Motion to approve as presented by Select Sadak. Seconded by Select Olsen.

Unanimously approved

7) Public Comment - none

8) Selectman Comment

Thank you, Lonnie, for your 19 years on the Select Board! Welcome Derek!

9) Town Manager's Report and Communications

Thanks to the Select Board and the Town Staff for their support while he has been out and now back half time for the next 2 weeks

a) Confirm Dates for Upcoming Regular Meetings

- July 11, 2023 cancelled
- August 15, 2023 changed from August 8th by consensus

b) Reminder of Upcoming Holiday Schedule

• Tuesday, July 4th – Independence Day

10) Adjournment

Motion to adjourn at 7:29pm by Select Olsen. Seconded by Select Sadak.

Unanimously approved

Respectfully submitted, Susan L Look, Town Clerk

* Taken out of order

Select Board Meeting Minutes

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Previous Meeting Minutes - June 27, 2023



SELECT BOARD SPECIAL MEETING Minutes

June 27, 2023
5:30pm – SPECIAL Meeting
Via Zoom & on YouTube

Resolution: We, the Raymond Board of Selectmen, recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to "Be the Influence" and to recognize that decisions matter.

<u>Select Board members in attendance</u>: Joe Bruno, Rolf Olsen, Teresa Sadak, Samuel Gifford, Derek Ray

Select Board members absent: none

Town Staff in attendance:

Nathan White, Public Works Director Charisse Keach, Finance Director Cathy Gosselin, HR Sue Look – Town Clerk

- 1) Called to order at 5:30pm by Chair Bruno
- 2) New Business
 - a) Consideration of Updating the Personnel Policy Employee Retirement Match to 7%

ARTICLE XIV - RETIREMENT

- A. All town employees will participate in and contribute to Social Security.
- B. All employees will be eligible to participate in the ICMA Retirement Corporation Deferred Compensation Program Town's retirement plan. Full-time employees' contribution will be matched by the Town based on the following table:

Years of Employment	Employer Match of Gross Wages
During 0 – 6 months	0%
During 6 months – 1 year	<u> 1_2</u> %
During year 2	2 <u>3</u> %
During year 3	<u>3 4</u> %
During year 4	45%
During and after year 5	5 7 % (maximum rate)

Select Board Special Meeting Minutes

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June 27, 2023

NOTE: There will be a full rewrite of the Personnel Policy presented to the Select Board once it has been approved by the Town attorneys. All of the numbers will be removed from the new policy and placed in a schedule.

Finance Director Keach found notes that in FY2021 the match was moved to a 2% to 6% scale during the budget process on March 3, 2020, but this was not incorporated into the Personnel Policy. This change would catch up that previous update as well as the current one to change the year 5 and beyond to 7%.

Select Olsen asked if they should change the least match to 3% to match the rules for 401K, even though we have the 457? The Select Board agreed with this by consensus.

Motion to approve as above with a change to "During 6 months -2 years = 3%" and delete the line "During year 2 = 3%" by Select Olsen. Seconded by Select Sadak.

Unanimously approved

3) Executive Session

a) Personnel Issue pursuant to 1 MRSA §405 (6) (A)

Motion to enter executive session as noted above at 5:35pm by Select Sadak. Seconded by Select Olsen.

Unanimously approved

Motion to leave executive session at 6:14pm by Select Sadak. Seconded by Select Olsen.

Unanimously approved

Tentative meeting on the 18th of July, if the Town Manager comes back from leave.

Motion to appoint Sue Look as the Interim Town Manager until the Town Manager returns by Select Sadak. Seconded by Select Gifford.

Unanimously approved

4) Adjournment

Motion to adjourn at 6:15pm by Select Olsen. Seconded by Select Sadak.

Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk

Select Board Special Meeting Minutes

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June 27, 2023

Previous Meeting Minutes - July 18, 2023



SELECT BOARD Minutes

July 18, 2023

5:30pm - Special Meeting

At Broadcast Studio & Via Zoom & on YouTube

Resolution: We, the Raymond Select Board, 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.

<u>Select Board members in attendance</u>: Joe Bruno, Rolf Olsen, Teresa Sadak, Samuel Gifford, Derek Ray

Select Board members absent: none

Town Staff in attendance:

Wayne Jones – Fire Inspector Alex Sirois – CEO Charisse Keach – Finance Director Cathy Gosselin – HR Administrator Sue Look – Town Clerk

- 1) Called meeting to order at 5:30pm by Chair Bruno
- Consideration of Fisherman's Catch Liquor License Renewal Bill Coppersmith, owner

Motion to approve by Select Olsen. Seconded by Gifford.

Unanimously approved

3) Consideration of Special Town Meeting Warrant – Sue Look, Town Clerk

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

ARTICLE 2: To see if the Town will authorize medical cannabis retail store locations operating with municipal approval as of December 13, 2018, to operate pursuant to a medical cannabis dispensary registration or a caregiver registration, in compliance with all applicable state and local requirements?

NOTE OF EXPLANATION: This change in no way allows any sale of recreational use cannabis in the Town of Raymond. It does allow the 2 medical use sites currently grandfathered to operate in Raymond to register with the State of Maine as either a medical

Select Board Meeting Minutes

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July 18, 2023

caregiver or a medical dispensary.

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Motion to approve as presented by Select Olsen. Seconded by Select Sadak. **Unanimously approved**

4) Executive Session

a) Discussion of Personnel Issue – pursuant to 1 MRSA §405 (6) (E)

Motion to enter executive session at 5:32pm by Select Sadak. Seconded by Select Olsen.

Unanimously approved

Motion to leave executive session at 6:27pm by Select Olsen. Seconded by Select Sadak.

Unanimously approved

5) Adjournment

Motion to adjourn at 6:27pm by Select Bruno. Seconded by Select Gifford.

Unanimously approved

Respectfully submitted, Susan L Look, Town Clerk

Select Board Meeting Minutes

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July 18, 2023

Special Amusement Application - East Shore Tavern



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

SPECIAL AMUSEMENT APPLICATION

Pursuant to the Town of Raymond Special Amusement Ordinance and 28-A MRSA §10	cial Amusement Ordinance and 28-A MRSA §1054
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1.	Name of Applicant: BATALT HOLDINGS LLC						
2.	Address of Applicant: P.O. BOX 846 PAYMOND, ME 04071						
3.	Name of Business: <u>FAST SHORE TAVERN</u>						
4.	Business Street Address: 1248 ROOS EVELT TRAIL RAYMOND, ME 04071						
	Business Mailing Address: P.O. BOX 896 RAYMOND, ME 64071						
6.	Telephone – Cell: 207-807-0843 Business: 207-655-648)						
7.	List the names and addresses of all officers and their residency for the preceding 3 years.						
	KYLE BANCROFT P.O. BOX 846 RAYMOND, WE 04071						
8.	Have any of the officers been convicted of a Class A, B, or C crime in the last 3 years?						
	If so, who and describe the offense:						
	NONE						
	NOIVE						
9.	Please describe the premises including security measures being taken, size, seating,						
	etc.						
	OPEN ROOM, PATIO AREA, SECURITY LATE / WEEKENDS						

Special Amusement Application

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10. Has applicant ever had a license denied or revoked? It so, describe the circumstances.
11. Please specify the type of entertainment in detail: [If extra space is required, please attach a separate piece of paper.]
DJ, LIVE MUSIC, OPEN MIC NIGHT
12.List the days and hours of entertainment:
NOTE: "I understand that false statements made on this form are punishable by law.
Knowingly supplying false information on this form is a Class D offense under the Criminal
Code, punishable by confinement of up to one year or by monetary fine of up to \$500.00 for
each offense or by both. Each day that a violation occurred shall be considered a separate

13. The fee must be paid at the time of application. The application fee is \$50.00 plus all advertising costs if a public hearing is necessary.

Signature of Applicant

Date

Special Amusement Application

offense."

Page 2 of 3

NOTE: Special	al amusement	permits	expire at	the sa	me tin	ne as	the	liquor
Conditions of A	pproval:							
Authorizing sig	natures:							
Code Enforceme	ent Officer:							
Public Safety: _							Part	
Town Manager:								
Select Board:					·*************************************			
-				44	(1.13.000.11.000.11.000.11.000.11.000.11.000.11.000.11.000.11.000.11.000.11.000.11.000.11.000.11.000.11.000.11	A		
-			***************************************					
-								

Planning Board Resignation

June 10, 2023 Mike D'Arcangelo 82 Daggett Drive Raymond, Maine 04071

Raymond Board of Selectmen Joseph Bruno – Chair Rolf Olsen – Vice Chair Teresa Sadak Lawrence A. Taylor Samuel Gifford

Greetings All,

Regretfully, I am submitting my resignation from the Raymond Planning Board, effective August 31, 2023. My wife and I are planning a move to Gorham and the last month I am sure I will still reside in Raymond is August, 2023.

It has been interesting and enjoyable to serve on the Raymond Planning Board and to work with Board members to try to ensure proposed projects comply with all ordinances while hopefully providing needed protections to neighbors and others.

I have notified Bob O'Neill, Planning Board Chair, of my resignation and will send him a copy of this letter. I am hopeful the Planning Board will find a replacement quickly.

Sincerely

Mike D'Arcangelo

Raymond Planning Board - 2024

mike Darcargelo

Liquor License Application - East Shore Tavern



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

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Div	ision Use	Only	
License No:			
Class:	By:		
Deposit Date:			
Amt. Deposited	1:		
Payment Type:			
OK with SOS:	Yes □	No □	

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

Legal Business Entity Applicant Name (corporation, LLC):	Business Name (D/B/A):
BATALI HOLDINGS LLC	EAST SHOPE TAVERN
Individual or Sole Proprietor Applicant Name(s):	Physical Location:
	1248 ROOSEVELT TRATL RAYMOND, ME
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different:
	P.O. ROX 846 RAYMOND, NE 04071
Mailing address, if different from DBA address:	Email Address:
	KJBANCROFT @ HUTMATL.COM
Telephone # Fax #:	Business Telephone # Fax #:
207 - 807 - 0842	201-655-6481
Federal Tax Identification Number:	Maine Seller Certificate # or Sales Tax #:
85-1174601	/207642
Retail Beverage Alcohol Dealers Permit:	Website address:
	N/A
The first income of tone war or consume growing in the consumer of the consume	enewal Expiration Date:
2. The dollar amount of gross income for the licensure period	d that will end on the expiration date above:
Food: 8 /00,000.00 Beer, Wine or Spirits: 4 /00.00	(1/0,000.co Guest Rooms:
3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)
✓ Malt Liquor (beer) ✓ Winc ✓	Spirits
On Premise Application, Rev. 3/2020	Page 1 of 11

Page 22

	Indicate the type of license applying for: (choose only one)								
		Restaurant (Class I, II, III, IV		Class (Class	A Restaurant/Lounge XI)			Class (Clas	A Lounge s X)
		Hotel (Class I, II, III, IV		Hotel (Class	– Food Optional s I-A)			Bed &	& Breakfast s V)
		Golf Course (include (Class I, II, III, IV)	10 m	nses, plea	se check if apply)	Auxili	ary		Mobile Cart
		Tavern (Class IV)			Other:				
☐ Qualified Caterer ☐ Self-Sponsored Events (Qualified Caterers Only)							Only)		
			Refer to Sect	ion V for t	the License Fee Schedule o	n page 9			
5.	Busine	ess records are locat	ted at the follo	owing ac	ldress:				
	125	2 ROOSEWELT TR	NOL RAYM	ono, M	E 04071				
						,			
6.	Is the l	icensee/applicant(s	s) citizens of t	he Unite	ed States?		Yes		No
7.	Is the l	icensee/applicant(s	a) a resident o	f the Star	te of Maine?		Yes		No
	NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.								
8	3. Is licensee/applicant(s) a business entity like a corporation or limited liability company?								
0.		,							
	_	Yes 🗆	No If Ye	s, compi	ete Section VII at the	ena of th	us appi	ication	
9.	For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?								
		Yes 🗹	No						
		Not applicable	– licensec/ap	plicant(s) is a sole proprietor				
	Promise	Application, Rev. 3/202	20						Page 2 of 11
				plicant(s) is a sole proprietor				

□ Yes ☑ No			
If yes, please provide details: _			
			,
1. Do you own or have any interest in	n any another Maine Liq	uor License?	□ Yes 🗹 No
If yes, please list license number, pages as needed using the same fo		plete physical locati	on address: (attach additional
pages as needed asing the same to	··············		
Name of Business	License Num	ber Complete Ph	ysical Address
2. List name, date of birth, place of licensee/applicant. Provide maide format)			
licensee/applicant. Provide maide format) Full Name	n name, if married. (at	tach additional pago	Place of Birth
licensee/applicant. Provide maide format)	n name, if married. (at	tach additional pago	es as needed using the same
licensee/applicant. Provide maide format) Full Name	n name, if married. (at	tach additional pago	Place of Birth
licensee/applicant. Provide maide format) Full Name KYLE J. BANCROFT Residence address on all the above for	n name, if married. (at	tach additional pago	Place of Birth
Ilicensee/applicant. Provide maide format) Full Name KYLE J. BANCROFT Residence address on all the above for the same KYLE BANCROFT	or previous 5 years Address:	DOB	Place of Birth
Full Name KYLE J. BANCROFT Residence address on all the above for Name KYLE BANCROFT Name	or previous 5 years Address: Address:	DOB	Place of Birth PORTLAND, MATNE
Residence address on all the above format KYLE BANCROFT	or previous 5 years Address:	DOB	Place of Birth PORTLAND, MATNE

	ncially from this license, if issued?
□ Yes ☑ No	
If Yes, provide name of law enforcement officer a	and department where employed:
	ny violation of the liquor laws in Maine or any State of and attach additional pages as needed using the same
format. Name:	Date of Conviction:
Offense:	Location:
Disposition:	
If Vac places provide the following information	
format.	and attach additional pages as needed using the same Date of Conviction:
	Date of Conviction: Location:
format. Name:	Date of Conviction:
format. Name: Offense:	Date of Conviction:
format. Name: Offense: Disposition:	Date of Conviction:
format. Name: Offense: Disposition: 16. Has the licensee/applicant(s) formerly held a Maine licensee.	Date of Conviction: Location: quor license?
format. Name: Offense: Disposition: 16. Has the licensee/applicant(s) formerly held a Maine licensee the licensee	Date of Conviction: Location: quor license? Yes No No owner:
format. Name: Offense: Disposition: 16. Has the licensee/applicant(s) formerly held a Maine licensee the licensee applicant(s) own the premises? If No, please provide the name and address of the licensee applicant and address of the licensee.	Date of Conviction: Location: quor license? Yes No No owner:

18. If you are applying for a liquor license for a Hotel or B rooms available:	ed & Breakfast, please provide the number of guest
19. Please describe in detail the area(s) within the premises diagram in Section VI. (Use additional pages as needed)	s to be licensed. This description is in addition to the
BAR, DINTNG AREA, DELK& PATTO AR	EA
20. What is the distance from the premises to the <u>neares</u> house, measured from the main entrance of the premises church, chapel or parish house by the ordinary course of	s to the main entrance of the school, school dormitory,
Name: LAYE REGION BAPTIST CHURCH	
Distance: 0.2 MILES	
Section II: Signature of Applicant(s)	
By signing this application, the licensee/applicant understa punishable by law. Knowingly supplying false information Criminal Code, punishable by confinement of up to one year.	on this application is a Class D Offense under Maine's
<u>Please sign and date in blue ink.</u>	
Dated: 7/1/23	
20R-H	
Signature of Duly Authorized Person	Signature of Duly Authorized Person
KYLE BANCROFT	
Printed Name Duly Authorized Person	Printed Name of Duly Authorized Person
On Premise Application, Rev. 3/2020	Page 5 of 11

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

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and

Signature of Officials	Printed Name and Title
	Juseph Bruno, Chair
	Juseph Bruno, Chair Rolf Olsen, Vice-Chair
	Teresa Sadak
	Samuel Gifford Decek Ray
	Derek Ray

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

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

§653. Hearings; bureau review; appeal

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

A. The bureau shall prepare and supply application forms.

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- **B.** The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.
- C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.
- **D.** If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.
- 2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class C crime;
- **B.** Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;
- C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;
- **D.** Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;
- **D-1.** Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;
 - E. A violation of any provision of this Title;
- F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

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G.After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

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

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

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

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

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its <u>Retail Beverage Alcohol Dealers</u> permit. See the TTB's website at https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers for more information.

On Premise Application, Rev. 3/2020

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

Type of liquor/Establishments included Class of License Fee

Class I For the sale of liquor (malt liquor, wine and spirits)

This class includes: Airlines; Civic Auditoriums; Class A Restaurants: Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers

Class I-A For the sale of liquor (malt liquor, wine and spirits) \$1,100.00 This class includes only hotels that do not serve three meals a day.

\$ 550.00 Class II For the Sale of Spirits Only

This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.

Class III For the Sale of Wine Only

\$ 900.00

This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

Class IV For the Sale of Malt Liquor Only

\$ 220.00

This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.

Class III and IV For the Sale of Malt Liquor and Wine Only

This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bcd and Breakfasts.

For the sale of liquor (malt liquor, wine and spirits) \$ 495.00 Class V

This class includes only a Club without catering privileges.

\$2,200.00 Class X For the sale of liquor (malt liquor, wine and spirits)

This class includes only a Class A Lounge

For the sale of liquor (malt liquor, wine and spirits) \$1,500.00

This class includes only a Restaurant Lounge

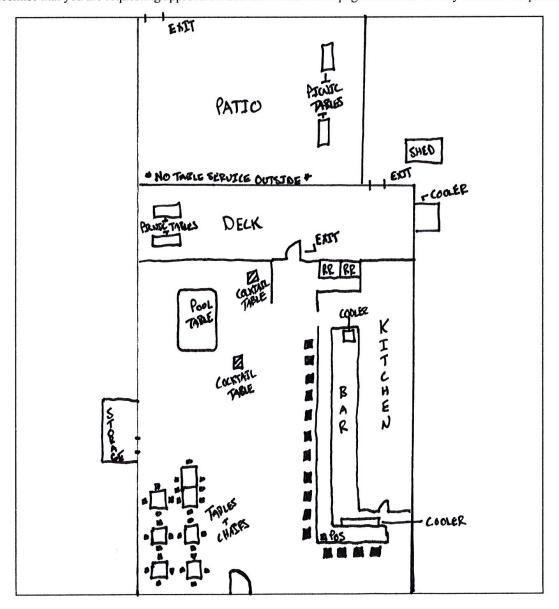
On Premise Application, Rev. 3/2020

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Section VI Premises Floor Plan

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

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



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

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

All Questions Must Be Answered Completely. Please print legibly.

1.	Exact legal name:	I HOLOTINGS LIC			
2.	Doing Business As, if any:	EAST SHORE TAVERN	400		
3.	Date of filing with Secretary	of State: 5/26/2620 State	in which you	u are formed:	MAINE
4.	If not a Maine business enti	ty, date on which you were authorize	ed to transact	business in the	e State of Maine:
5.		for previous 5 years, birth dates, titlege ownership any person listed: (atta			
	Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
KY	LE BANCROFT	244 MEADOW RD. RAYMONDINE	10/14/85	MANAGER	100%

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

On Premise Application, Rev. 3/2020

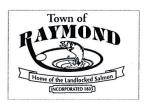
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Quit Claim Deed

Board of Selectmen – Agenda Item Request Form 401 Webbs Mills Rd

401 Webbs Mills Rd Raymond ME 04071 204-655-4742 fax 207-655-3024 sue.look@raymondmaine.org

Requested Meeting Date:	08/15/2023				
Requested By & Date:	Sue Carr 07/21/2023				
CONTACT INFORMATION Address:	Click or tap here to enter text. Click or tap here to enter text. Click or tap here to enter text.				
Email Address:	Sue.carr@raymondmaine.org				
Phone #:	655-4742 ext. 122				
AGENDA ITEM REQUESTED					
Agenda Item Subject:	Quit claim deed				
Agenda Item Summary:	Sign Quit Claim Deed for Danielle Emerson				
Action Requested/Recommendation:	☐ Approval ☐ Public Hearing ☐ Information Only				
List of Attachments Included:	Quit claim deed				



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

Tax Acquired Property

Name: Danielle Emerson

Map: 4

Lot: 14

Location: Roosevelt Trl

Foreclosure Date: FEBRUARY 21,2002

Amount paid: \$ 4088.47

She is selling the land to her son. He came in and paid all the taxes.

Maine Short Form Quit Claim Deed Without Covenant

THE INHABITANTS OF THE TOWN OF RAYMOND, a body politic located at Raymond, County of Cumberland and State of Maine, for consideration paid, releases to EMERSON DANIELLE in said County and State, a certain parcel of land situated in the Town of Raymond, County of Cumberland, and State of Maine, being all and the same premises described at Map 004, Lot 014

The purpose of this conveyance is to release any interest which this grantor may have in and to the above premises by a lien filed for nonpayment of taxes on said parcel of land with reference being made to a lien filed against Map 004, Lot 014, in the name of EMERSON
DANIELLE and recorded in said Registry of Deeds.

			,					
BK 37080	PG	22	BK 38553		PG 9	BK 39673	Р	G 118
this instrument	to be	sealed EN, SA	d with its corpora AMUEL GIFFOR	ate s	seal and sign	TOWN OF RAYMOned in its corporate /, AND TERESA SA	name	by JOSEPH
			TH	IE II	NHABITANT	S OF THE TOWN	OF R	AYMOND
Wit	tness t	o All	Ву	/: _	JOSEPH	BRUNO, Selectmar	1	
				_	ROLF OL	SEN, Selectman		
				_	SAMUEL	GIFFORD, Selectm	an	
				-	DEREK R	AY, Selectman		
				-	TERESA	SADAK, Selectman		

STATE OF MAINE CUMBERLAND, SS.

Personally, <u>JOSEPH BRUNO, ROLF OLSEN, SAMUEL GIFFORD, DEREK RAY, AND TERESA SADAK</u> appeared the aforesaid Selectmen known to me, this 15th day of August 2023 and acknowledged before me the foregoing instrument to be their free act and deed in their said capacity.

Notary Public