



SELECT BOARD Agenda

May 13, 2025

6:00pm – 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) Call regular meeting to order

2) Minutes of previous meetings

- a) April 8, 2025
- b) April 10, 2025

3) Public Hearing

- a) Annual Town Meeting Warrant Articles Including Ordinance Change Articles

4) New Business

- a) Consideration of Supplemental Assessment – Curt Lebel, Assessor,
Recommend issuance of supplemental assessment for parcel 018-018-K in the amount of \$1,211.40
- b) Community Resilience Partnership Grant – John Rand or Brian Walker
- c) Consideration of Business License Application – 2 Scoops – Corey O'Brien, owner
- d) Consideration of Deputy Chief Lee O'Connor as Health Officer – Select Board
- e) Discussion of Traffic Calming Signs and MDOT Recommendation – Nathan White, Public Works
- f) Consideration of Comprehensive Plan's Next Steps – Select Board

5) Public Comment

6) Selectman Comment

7) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- Monday, May 19, 2025 – Special Meeting
- June 17, 2025 – delayed one week from usual date, due to Election Day
- July 8, 2025

b) Upcoming Election Schedule

- May 13, 2025 – Absentee Ballot Voting begins at the Town Office during business hours, or via mail
- May 14, 2025 – Budget Vote at Windham High School Auditorium – 6:30pm
- May 31, 2025 – Public Informational Meeting on Warrant Articles at Jordan Small School Gym – 10am
- June 5, 2025 – Deadline to request Absentee Ballots
- June 10, 2025 –Municipal Officers, Annual Town Meeting Warrant & RSU #14 Budget Elections at Jordan Small Middle School Gym – 7:00am to 8:00pm

8) Upcoming Holidays & Closings

- a) Tuesday, June 10th - Front Office closed - all available Clerk's Office staff will be working at the Election.
- b) Thursday, June 19th – Town Office closed - Juneteenth
- c) Friday, July 4th – Town Office closed – Independence Day

9) Executive Session(s)

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

10) Adjournment



SELECT BOARD Minutes

April 8, 2025

6:00pm – 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.

Select Board members in attendance: Rolf Olsen (Chair), Teresa Sadak (Vice Chair), Samuel Gifford, Denis Morse, Derek Ray

Select Board members absent: none

Town Staff in attendance: Joseph Crocker (Interim Town Manager/Parks & Recreation Director); Melanie Fernald (Town Clerk); Brenda Fox-Howard (Finance Director); Chris Hanson (Code Enforcement Officer)

1) **Called regular meeting to order** by Chair Olsen at 6:00pm with a quorum present.

2) Minutes of previous meetings

- a) February 24, 2025 – Emergency Meeting, Executive Session Only
Motion to approve as presented by Ms. Sadak. Seconded by Mr. Ray
Unanimously approved
- b) March 3, 2025 – Emergency Meeting – Executive Session Only
Motion to approve as presented by Ms. Sadak. Seconded by Mr. Ray
Unanimously approved
- c) March 11, 2025
Motion to approve as presented by Ms. Sadak. Seconded by Mr. Gifford
Unanimously approved
- d) March 18, 2025
Motion to approve as presented by Ms. Sadak. Seconded by Mr. Morse
Unanimously approved

3) New Business

- a) Executive Session Discussion of Personnel Matters – pursuant to MRSA 1 §405 (6) (A)
Motion to enter Executive Session at 6:02pm as noted above by Ms. Sadak.
Seconded by Mr. Ray.
Unanimously approved.

Invited: Select Board, Budget-Finance Committee, Interim Town Manager, Finance Director

Motion to exit Executive Session at 7:12pm by Ms. Sadak. Seconded by Mr. Morse.

Unanimously approved

b) Discussion of Setting the Dates for Informational Hearing and Public Hearing on the Warrant Articles – Select Board

Public Hearing 5/13 at Regular Select Board Meeting

Informational meeting – Saturday, 5/31? Backup date: 5/17

Will have as many representatives from other boards as possible

Go through each warrant article and discuss and answer questions.

c) Consideration of Business & Liquor License Application – Top Shelf Catering LLC – Julie Grant & Liberty Boutin, owners

Applicants gave quick overview of their proposed plans. This will be a catering business, with no liquor service on site.

Motion to approve contingent upon completion of inspection items by Ms. Sadak. Seconded by Mr. Morse

Unanimously approved

d) Consideration of Business License Application – Griffeth Enterprise, LLC – Jacqueline & Devon Griffeth, owners

Chair Olsen asked for a quick description – commercial washers, not open to the public, only to wash linens for their rental properties. Owners are still waiting on a fire alarm company installation & inspection, we will do our inspection after that.

Motion to approve contingent on inspections by Ms. Sadak. Seconded by Mr. Ray

Unanimously approved

e) Recommendation For Comp Plan – Select Board

The Comprehensive Plan would be a Town Meeting Warrant Article; will be included pending corrections, have the corrections been made?

Peter Leavitt, Comprehensive Plan Co-Chair, clarified that corrections are to be made by Select Board.

Discussion around who might be in possession of an editable version of the Plan.

Editable version of the Plan to be obtained, changes to be made, amended copy to be taken as an agenda item at the next regular Select Board Meeting (5/13)

f) Consideration of Appointing a Health Officer – Joseph Crocker, Interim Town Manager

- Recommend appointing Joseph Bruno, Pharmacist as Health Officer

Required training, doesn't need to be a town employee, per the State of Maine Local Health Officer website

The following people spoke:

Mr. Morse

Interim Town Manager Crocker

Bob Wallace
Laurie Wallace
Chair Olsen
Ms. Sadak
Peter Leavitt
Brian Walker
Joe Bruno
Shawn McKillop
Deanna Lee
Dessiree Berry

Motion to appoint Joe Bruno by Ms. Sadak. Seconded by Mr. Gifford

Motion carries 3-1-1 (Ayes: Olsen, Sadak, Gifford; Nays: Morse; Abstain: Ray)

g) Consideration of Traffic Calming Signs – Nathan White, Public Works

Due to the weather, the Public Works Director is not available, and therefore this item will be addressed at the next meeting.

h) Discussion of Citizen Petition Regarding Short Term Rentals – Select Board

The following individuals spoke:

Katherine Plummer

Chair Olsen

Vice Chair Sadak

Nicole Keough

Peter Leavitt

Motion to allow a non-resident to speak by Ms. Sadak. Seconded by Mr. Morse.

Unanimously approved.

David Prokowiew

Mr. Ray

Mike Richmond

Code Enforcement Officer Hanson

After discussion, it was agreed to direct the Planning Board to research and formulate a possible ordinance (Land Use Planning Commission?) to address the concerns raised in this group's proposed ordinance and petition. The petition that was circulated for signatures does not have a complete ordinance attached and therefore doesn't meet the requirements necessary to include their proposed ordinance as a Town Meeting Warrant Article. This type of ordinance would be a Land Use Ordinance, and therefore would need Planning Board review, Public Hearings and all the necessary steps prior to it being an item for Town Meeting vote.

Motion to forward this item, along with the information the group gathered, to the Planning Board for proper vetting by Mr. Morse. Seconded by Mr. Gifford.

Unanimously approved

i) Consideration of Town Wide Child Safety Policy – Richard Dowe, Librarian & Joseph Crocker, Interim Manager/Parks & Recreation Director

Draft policy to help ensure the safety of children participating in events – especially for drop-in style events. This policy would be used to regulate the timing and process of contacting of a responsible adult for a child dropped off for events.

The following individuals spoke:

Joe Crocker
Ms. Sadak
Mr. Morse
Mr. Ray
Chair Olsen

Since this is a Policy, not an ordinance, the board agreed that it is appropriate to put into use, and that no motion or Select Board approval is necessary. This can be added to the policy book and can be used when training staff. If any future changes are made, it would be a good idea to bring it to the Select Board for an advisory review of the policy.

j) Discussion on Cannabis Business Regulations – Select Board, Code Enforcement

Should the Town consider sending this topic to the Planning Board to discuss the possibility of regulating the cultivation, selling, manufacturing and other uses that go along with marijuana. There is difficulty in enforcement since there may be an overlap in traditional agriculture growth and growing marijuana. Odor is the biggest complaint. Allowing medical growth is separate from allowing adult use/recreational stores.

The following individuals spoke:

CEO Hanson
Chair Olsen
Ms. Sadak
Mr. Morse
Dessiree Berry
Shawn McKillop
Jennifer Danzig

Consensus of the Board was to request that the Planning Board to hold a workshop to begin the process of formulating a possible ordinance to adequately address the needs and concerns of all involved.

4) Public Comment

Chair Olsen opened the floor for Public Comment; the following individuals spoke:

Grace Leavitt
Peter Leavitt

5) Selectman Comment

Chair Olsen opened the floor for Select Board Comment; the following members spoke:
Mr. Morse

6) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- May 13th, 2025 – Select Board Meeting and Public Hearing
- June meeting date? – Tuesday, June 17? To Be Determined

- b) Upcoming Holiday Closings – none in the immediate future that fall on days that would impact Town Office hours.

7) **Adjournment**

Motion to adjourn at 9:43pm by Ms. Sadak. Seconded by Mr. Ray
Unanimously approved



SELECT BOARD Minutes

April 10, 2025

6pm – Special Meeting
Ordinance Change Article Recommendations
&
Final Approval of Annual Town Meeting
Warrant

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.

Select Board members in attendance: Rolf Olsen (Chair), Teresa Sadak (Vice Chair), Samuel Gifford, Denis Morse, Derek Ray

Select Board members absent: none

Town Staff in attendance: Joseph Crocker (Interim Town Manager/Parks & Recreation Director); Lee O'Connor (Deputy Fire Chief); Bruce Tupper (Fire Chief); Jason Williamson (Assistant Code Enforcement Officer)

1) Called Special Meeting to order by Chair Olsen at 6:00pm with a quorum present

Chair Olsen suggested that the Warrant Article on the approval of the Comprehensive Plan be removed from the warrant at this time. The edits still need to be made on the document, based on Select Board feedback. Once this document is signed off on, it's official.

Comprehensive Plan Committee Co-Chair Peter Leavitt clarified that the only part of the Plan that becomes applicable when the Select Board signs off on it are the State-mandated elements. The other elements of the Plan are what becomes official by a vote to adopt the Plan by the voters.

Edits need to be made so the Plan is a clean and complete document. Therefore, the Plan is not ready at this time to be included on the June 10th Warrant.

2) New Business

a) Consideration of Recommendations for Ordinance Change Annual Town Meeting Warrant Articles – Select Board

Jason Williamson, Assistant Code Enforcement Officer and Brett Wiemken, Contract Planner, gave an overview of the proposed changes for each Ordinance Change Article.

ARTICLE 27: Referendum Question Y: Shall Article 4, Section 2.B. “Number of Copies” and Article 5, Section 2.B. “Number of Copies”, and Article 6, Section 2.A. “Number of Copies”, and Article 7, Section 2.B. “Number of Copies” of the Subdivision Ordinance, as adopted May 21, 1994, and amended through June 4, 2019; and Article 10.3.A.3.b. “Applications” and Article 10.4.A.3. “Submission Requirements” of the Land Use Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #2?

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

Planning Board recommends Question Y

Select Board recommends/does not recommend Question Y

Description: Administrative – Reducing the number of hard copies required for submissions.

Motion to approve and recommend as above by Ms. Sadak. Seconded by Mr. Ray
Unanimously approved

ARTICLE 28: Referendum Question Z: Shall Article 10.3.A.10.a. “Expiration of Approval” of the Land Use Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #3?

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

Planning Board recommends Question Z

Select Board recommends/does not recommend Question Z

Description: Administrative – Clarification on the standards for approvals on extensions of permits.

Motion to approve and recommend as above by Ms. Sadak. Seconded by Mr. Morse
Unanimously approved

ARTICLE 29: Referendum Question AA: Shall Article 5.5. – Footnote 3 “Street Design Standards” of the Town of Raymond Street Ordinance, adopted May 18, 2002, and amended through June 2, 2015, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #4?

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

Planning Board recommends Question AA

Select Board recommends/does not recommend Question AA

Description: Administrative – Clarification on the Reviewing Authority.

Motion to approve and recommend as above by Ms. Sadak. Seconded by Mr. Morse
Unanimously approved

ARTICLE 30: Referendum Question AB: Shall Article 6.3.E.3. “Appeals Procedure” of the Land Use Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #5?

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

Planning Board recommends Question AB

Select Board recommends/does not recommend Question AB

Description: Administrative – Aligning appeals noticing timeframe to State statute.

Motion to approve and recommend as above by Ms. Sadak. Seconded by Mr. Gifford
Unanimously approved

ARTICLE 31: Referendum Question AC: Shall Article 6.2.B.1. “Shore and road frontage” and Article 6.4.E. “Piers, docks, wharves, bridges, and other structures and uses extending over or below normal high-water line of water bodies or within wetlands” of the Town of Raymond Shoreland Zoning Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and diagram and removing the language in strikeout text as in Addendum #6?

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

Planning Board recommends Question AC

Select Board recommends/does not recommend Question AC

Description: Administrative – Clarification on shore frontage and dock design.

Motion to approve and recommend as above by Ms. Sadak. Seconded by Mr. Morse
Unanimously approved

ARTICLE 32: Referendum Question AD: Shall Article 12.2. “Terms Defined” of the Land Use Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #7?

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

Planning Board recommends Question AD

Select Board recommends/does not recommend Question AD

Description: Administrative – Clarifying the definition of a ‘Solar Energy System’, providing definitions for ‘Accessory Solar Energy System’ and ‘Principal Solar Energy System’, adding a definition for ‘Building-Integrated Solar Energy System’, clarifying definition for ‘Ground-Mounted Solar Energy System’, and clarifying definition for ‘Building Mounted Solar Energy System’.

Motion to approve and recommend as above by Ms. Sadak. Seconded by Mr. Ray
Unanimously approved

ARTICLE 33: Referendum Question AE: Shall Section 3 “Administration”, Section 6 “Compliance”, and Section 7 “New Construction & Subdivisions” of the Town of Raymond Addressing Ordinance, adopted March 15, 1997, and amended through June 5, 2018, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #8?

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

Planning Board recommends Question AE

Select Board recommends/does not recommend Question AE

Description: Administrative – Clarification on the Reviewing Authority.

Motion to approve and recommend as above by Ms. Sadak. Seconded by Mr. Ray
Unanimously approved

b) Final Approval of Annual Town Meeting Warrant – Select Board

Consensus of the Board was that the Full Town Meeting Warrant was approved as discussed.

3) Public Comment

Chair Olsen opened the floor for Public Comment; the following individuals spoke:

Grace Leavitt

Peter Leavitt

4) Selectman Comment

Chair Olsen opened the floor for Selectmen Comment; the following individuals spoke:

Chair Olsen

5) Adjournment

Motion to adjourn at 7:17pm by Ms. Sadak. Seconded by Mr. Ray

Unanimously approved

Town of Raymond
June 10, 2025
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 10th day of June, A.D. 2025, 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 33 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, May 30, 2025, from 8:00 a.m. to 4:00 p.m.; Tuesday, June 3, 2025, from 8:00 a.m. to 6:00 p.m.; Wednesday, June 4, 2025, from 8:00 a.m. to 4:00 p.m.; Thursday, June 5, 2025, from 8:00 a.m. to 4:00 p.m.; and Friday, June 6, 2025, from 8:00 a.m. to 4:00 p.m. The Registrar will be in the Jordan-Small Middle School Gymnasium on Election Day, June 10, 2025, 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; three (3) 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 1st half of taxes due to October 31, 2025, and the 2nd half of taxes due to April 30, 2026;
2. Set the interest rate for unpaid balances and for abated taxes at seven and a half percent (7.5%) 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 Question A

Budget-Finance Committee recommends Question A

ARTICLE 4: Referendum Question B: To see if the Town will vote to raise and appropriate **\$3,125,416** for General Government Services (Administration; Assessing; Code Enforcement; Employee Benefits; General Assistance; Insurances; Recreation; and Technology).

The budget figures will be assigned as follows:

<i>Administration</i>	<i>\$724,316</i>
<i>Assessing</i>	<i>\$98,257</i>
<i>Code Enforcement</i>	<i>\$250,650</i>
<i>Employee Benefits</i>	<i>\$1,332,504</i>
<i>General Assistance</i>	<i>\$15,000</i>
<i>Insurances, Workers Comp</i>	<i>\$187,639</i>
<i>Recreation</i>	<i>\$294,850</i>
<i>Technology</i>	<i>\$222,200</i>

Select Board recommends Question B

Budget-Finance Committee recommends Question B

ARTICLE 5: Referendum Question C: To see if the Town will vote to raise and appropriate **\$1,627,495** for Public Works.

The budget figures will be assigned as follows:

<i>Public Works</i>	<i>\$1,095,156</i>
<i>Town Buildings</i>	<i>\$47,250</i>
<i>Solid Waste</i>	<i>\$457,089</i>
<i>Cemeteries</i>	<i>\$28,000</i>

Select Board recommends Question C

Budget-Finance Committee recommends Question C

ARTICLE 6: Referendum Question D: To see if the Town will vote to raise and appropriate **\$1,445,806** for Public Safety.

The budget figures will be assigned as follows:

<i>Fire/Rescue Department</i>	<i>\$1,396,990</i>
<i>Animal Control</i>	<i>\$48,816</i>

Select Board recommends Question D

Budget-Finance Committee recommends Question D

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 Question E
Budget-Finance Committee recommends Question E

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 Question F
Budget-Finance Committee recommends Question F

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 Question G
Budget-Finance Committee recommends Question G

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 Question H
Budget-Finance Committee recommends Question H

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 \$700,000.

Select Board recommends Question I
Budget-Finance Committee recommends Question I

ARTICLE 12: Referendum Question J: To see if the Town will vote to appropriate **\$511,177** from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2025-2026 project proposed in the Tax Increment Financing District Development Program (for details see Addendum 1).

Select Board recommends Question J
Budget-Finance Committee recommends Question J

ARTICLE 13: Referendum Question K: To see if the Town will vote to appropriate from the Tassel Top Park Enterprise fund the amount of **\$144,500** 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 Question K
Budget-Finance Committee recommends Question K

ARTICLE 14: Referendum Question L: To see if the Town will vote to appropriate from the Recreation Programs special revenue fund the amount of **\$198,500** for the administration of activities at the programs, and to allocate all revenues generated by program operations to be recorded in and retained by the Recreation Programs Enterprise fund.

Select Board recommends Question L
Budget-Finance Committee recommends Question L

ARTICLE 15: Referendum Question M: To see if the Town will vote to raise and appropriate **\$578,840** for Debt Services.

The budget figures will be assigned as follows:

<u>2022 Lease Purchase Rescue Pumper Truck</u>	<u>\$58,063</u>
<u>2023 Tassel Top Snack Shack & PW Garage Design</u>	<u>\$266,800</u>
<u>2024 Broadband Fiber Ring Loan</u>	<u>\$253,977</u>

Select Board recommends Question M
Budget-Finance Committee recommends Question M

ARTICLE 16: Referendum Question N: To see if the Town will vote to raise and appropriate **\$203,701** for the Raymond Village Library.

Select Board recommends Question N
Budget-Finance Committee recommends Question N

ARTICLE 17: Referendum Question O: To see if the Town will vote to raise and appropriate \$415,000 and move from abandoned or completed projects that have been carried forward in the CIP \$135,623 (a total of \$550,623) for the Capital Improvement Program.

The budget figures will be assigned as follows:

Raise & Appropriate

<i>Public Works Equipment</i>	<i>\$281,373</i>
<i>Public Works Paving</i>	<i>\$119,791</i>
<i>Public Safety Fire Apparatus Reserve</i>	<i>\$13,836</i>

Carry Forward & move

<i>Public Works Equipment</i>	<i>\$34,603</i>
<i>Public Works Paving</i>	<i>\$66,417</i>
<i>Public Safety Fire Apparatus Reserve</i>	<i>\$34,603</i>

Select Board recommends Question O

Budget-Finance Committee recommends Question O

ARTICLE 18: Referendum Question P: 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 Question P

Budget-Finance Committee recommends Question P

ARTICLE 19: Referendum Question Q: To see if the Town will vote to raise and appropriate \$67,500 for the RTP Micro-Van Service.

Select Board recommends Question Q

Budget-Finance Committee recommends Question Q

ARTICLE 20: Referendum Question R: To see if the Town will vote to raise and appropriate \$13,250 for Provider Agencies: \$1,500 for Crescent Lake Watershed Association, \$750 for the Lakes Region Chamber of Commerce, \$10,000 for the Thomas Pond Dam Restoration, and \$1,000 to be used at the Town Manager's discretion.

Select Board recommends Question R

Budget-Finance Committee recommends Question R

ARTICLE 21: Referendum Question S: To see if the Town will vote to appropriate the total sum of \$2,221,180 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 Question S

Budget-Finance Committee recommends Question S

ARTICLE 22: Referendum Question T: 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, 2025, 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 Question T

Budget-Finance Committee recommends Question T

ARTICLE 23: Referendum Question U: 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 Question U

Budget-Finance Committee recommends Question U

ARTICLE 24: Referendum Question V: To see if the Town will vote to appropriate from undesignated fund balance \$642,568 for the employee benefits liability.

Select Board recommends Question V

Budget-Finance Committee recommends Question V

ARTICLE 25: Referendum Question W: To see if the Town will vote to:

1. Authorize the Select Board to enter into a lease purchase agreement for an amount not to exceed **\$1,600,000** not including interest and/or legal fees on such terms as they deem advisable for the purpose of purchasing a new stock ladder truck, and
2. Raise and appropriate an amount not to exceed **\$187,348.08** for the payment due in fiscal year 2025-2026 for the ten (10) year lease

Treasurer's Statement

Total Indebtedness as of June 30, 2025:

<i>Outstanding Principal Balance</i>	<i>\$ 1,447,746</i>
<i>Authorized but unissued debt</i>	<i>\$ 0</i>
<i>New Debt to be issued if this question passes</i>	<i><u>\$ 1,447,746</u></i>
<i>Total Debt Outstanding if this question passes</i>	<i>\$000,000</i>

Costs

The projected interest rate is 4.984% per annum for a ten (10) year term, the estimated costs of this lease purchase will be as follows:

<i>Principal</i>	<i>\$1,447,746.00</i>
<i>Interest</i>	<i><u>\$ 425,734.80</u></i>
<i>Total Debt Service</i>	<i>\$1,873,480.80</i>

Validity Disclaimer

The validity and voters' ratification of the new debt may not be affected by any errors in the above estimates. If the actual amount of the new debt varies from the estimate, the ratification by the voters is nevertheless conclusive and the validity of the new debt is not affected by reason of the variance.

Respectfully,

Brenda Fox-Howard
Finance Director

Select Board recommends Question W
Budget-Finance Committee recommends Question W

ARTICLE 26: Referendum Question X: This item is intentionally left blank.

ARTICLE 27: Referendum Question Y: Shall Article 4, Section 2.B. “Number of Copies” and Article 5, Section 2.B. “Number of Copies”, and Article 6, Section 2.A. “Number of Copies”, and Article 7, Section 2.B. “Number of Copies” of the Subdivision Ordinance, as adopted May 21, 1994, and amended through June 4, 2019; and Article 10.3.A.3.b. “Applications” and Article 10.4.A.3. “Submission Requirements” of the Land Use Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #2?

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

Planning Board recommends Question Y

Select Board recommends Question Y

Description: Administrative – Reducing the number of hard copies required for submissions.

ARTICLE 28: Referendum Question Z: Shall Article 10.3.A.10.a. “Expiration of Approval” of the Land Use Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #3?

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

Planning Board recommends Question Z

Select Board recommends Question Z

Description: Administrative – Clarification on the standards for approvals on extensions of permits.

ARTICLE 29: Referendum Question AA: Shall Article 5.5. – Footnote 3 “Street Design Standards” of the Town of Raymond Street Ordinance, adopted May 18, 2002, and amended through June 2, 2015, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #4?

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

Planning Board recommends Question AA
Select Board recommends Question AA

Description: Administrative – Clarification on the Reviewing Authority.

ARTICLE 30: Referendum Question AB: Shall Article 6.3.E.3. “Appeals Procedure” of the Land Use Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #5?

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

Planning Board recommends Question AB
Select Board recommends Question AB

Description: Administrative – Aligning appeals noticing timeframe to State statute.

ARTICLE 31: Referendum Question AC: Shall Article 6.2.B.1. “Shore and road frontage” and Article 6.4.E. “Piers, docks, wharves, bridges, and other structures and uses extending over or below normal high-water line of water bodies or within wetlands” of the Town of Raymond Shoreland Zoning Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and diagram and removing the language in strikeout text as in Addendum #6?

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

Planning Board recommends Question AC
Select Board recommends Question AC

Description: Administrative – Clarification on shore frontage and dock design.

ARTICLE 32: Referendum Question AD: Shall Article 12.2. "Terms Defined" of the Land Use Ordinance, as adopted May 21, 1994, and amended through June 11, 2024, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #7?

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

Planning Board recommends Question AD
Select Board recommends Question AD

Description: Administrative – Clarifying the definition of a 'Solar Energy System', providing definitions for 'Accessory Solar Energy System' and 'Principal Solar Energy System', adding a definition for 'Building-Integrated Solar Energy System', clarifying definition for 'Ground-Mounted Solar Energy System', and clarifying definition for 'Building Mounted Solar Energy System'.

ARTICLE 33: Referendum Question AE: Shall Section 3 "Administration", Section 6 "Compliance", and Section 7 "New Construction & Subdivisions" of the Town of Raymond Addressing Ordinance, adopted March 15, 1997, and amended through June 5, 2018, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum #8?

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

Planning Board recommends Question AE
Select Board recommends Question AE

Description: Administrative – Clarification on the Reviewing Authority.

*Signatures on next page

Given under our hands on the 10th day of April AD 2025.


Rolf Olsen, Chair


Teresa Sadak, Vice Chair


Derek Ray

Samuel Gifford


Denis Morse

June 10, 2025

Addendum/Voter Guide

This “addendum”/Voter Guide will be finalized for the May 13th start of Absentee Voting & the Public Hearing on the evening of May 13th. This guide will be posted on the Town’s website, in the prescribed spots around town and copies will be available for review **as soon as the guide is completed.**

TOWN OF RAYMOND Assessing Office

401 Webbs Mills Road Raymond, Maine 04071
Phone 207.655.4742 x51 Fax 207.655.3024
assessor@raymondmaine.org

INTEROFFICE MEMORANDUM

TO: RAYMOND BOARD OF ASSESSORS
FROM: CURT LEBEL, ASSESSORS AGENT
SUBJECT: SUPPLEMENTAL ASSESSMENT (TREE GROWTH)
DATE: 4/14/2025
CC: JOSEPH CROCKER, INTERIM TOWN MANAGER

Dear Board Members,

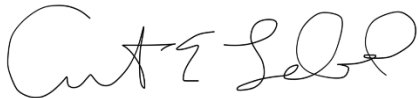
Good afternoon,

I have 1 supplemental tax for the board to consider at its upcoming meeting.

Furlong Tree Growth Withdrawal (Supplemental Tax)

William Furlong has requested to remove 3 acres of classified land from his parcel at 34 Furling Rd (Tax Map 018-018-K) which presently contains a total 23 acres of classified forested land and 3.64 acres of unclassified land used as a homesite. A penalty has been calculated in the amount of \$1,211.40 for the removal of the acreage from tree growth.

I recommend the Board issue a supplemental tax in the amount of \$1,211.40 for the removal of 3 acres from tree growth classification.



Sincerely,

Curt Lebel, Assessors Agent, Town of Raymond



TOWN OF RAYMOND

SUPPLEMENTAL TAX WARRANT

State of Maine 36 M.R.S.A. § 713

County of CUMBERLAND, ss.

To: SUZANNE CARR, Tax Collector

of the Municipality of RAYMOND, within said County of
CUMBERLAND.

GREETINGS:

Hereby are committed to you a true list of the assessments of the estates of the person(s) hereinafter named. You are hereby directed to levy and collect each of the person(s) named in said list his respective proportion, therein set down, of the sum of \$ 1,211 dollars and 40/100 cents, it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated September 11, 2024 are extended thereto; and we do hereby certify that the list of
(here insert date of original warrant)

assessments of the estates of the persons named in said list is a supplemental assessment laid by virtue of Title 36, Section 713, as amended and the assessments and estates thereon as set forth in said list were either invalid, void, or omitted by mistake from the original list, or penalty under Title 36 section 581 or 1112, committed unto you under our warrant dated September 11, 2024.
original date of warrant

Given by our hands this 13th day of May, 2025.

Sam Gifford

Derek Ray

Denis Morse

Rolf Olsen

Teresa Sadak

Assessors, Town of Raymond



TOWN OF RAYMOND

SUPPLEMENTAL TAX CERTIFICATE

State of Maine 36 M.R.S.A. § 713

We, the undersigned, Assessors of the Municipality of Raymond, Maine, hereby certify that the foregoing list of estates and assessments thereon, recorded in page 757 of this book , were either invalid, void or omitted by mistake from our original invoice and valuation and list of assessments dated the 11h day of September 2024, or are a withdrawal penalty under Title 36 Section 581 or 1112, that these lists are supplemental to the aforesaid original invoice, valuation and list of assessments, dated the 11th day of September, 2024, and are made by virtue of Title 36, Section 713, as amended.

Given by our hand this 13th day of May 2025.

Sam Gifford

Derek Ray

Denis Morse

Rolf Olsen

Teresa Sadak

Assessors, Town of Raymond

TOWN OF RAYMOND - SUPPLEMENTAL TAX WARRANT LIST

We, the undersigned, Assessors of the Municipality of Raymond, hereby certify, that the foregoing list of estates and assessments, contain a list of valuations of the estates, real and personal, that were omitted from our original invoice and valuation and list of assessments dated September 11, 2024, or are a withdrawal penalty under Title 36 Section 581 or 1112 and to be supplemented for the 2024 assessment as of May 13, 2025.

Signed _____, Assessor

Signed _____, Assessor

Signed _____, Assessor

Signed _____, Assessor

Signed _____, Assessor

M/L	OWNER OF RECORD	ADDRESS	SUPPLEMENTAL VALUATION	ACCT #	TAX DOLLARS	MISCELLANEOUS INFORMATION
018-018-K	Furlong William W	34 Furlong Road Raymond, ME 04071	N/A	1610	\$1,211.40	Voluntary removal of 3 acres from Tree Growth Classification.
					\$1,211.40	

Town of Raymond

Board of Assessors

401 Webbs Mills Road, Raymond, ME 04071

ESTIMATED TREE GROWTH PENALTY

April 4, 2025

William Furlong

Map – Lot 018-018-K

To Whom it may concern,

I have calculated a Tree Growth withdrawal penalty for the voluntary withdrawal of 3 acres classified land from Map 018, Lot 018-K. The acreage is classified as Hardwood. Our records indicate that the parcel was enrolled in the program in 2005.

A calculation of the penalty for the removal is below.

TG Assessment		Assessed Just Value	
Acres	Value	Acres	Value
Base			
Addt		3.00	4,500
SI			
Other			
Soft			
Mixed			
Hard	3.0		
Total	3.0	3.0	\$4,500

Just Value*	TG Assessment*	Difference	Penalty Rate	Penalty
\$7,143	\$1,086	6,057	0.20	\$1,211.40

* TG/Just Value Assessment is adjusted by the certified ratio per state statute (63% FOR 2024).

**Tree Growth rates change on a year to year basis. The above penalty calculation will change after next commitment.

Calculation of Penalty. The penalty will be an amount equal to 30% of the difference between the 100% valuation (of the classified forest land on the assessment date immediately preceding withdrawal) and the just value of the property on the date of withdrawal. If the land has been classified for more than 10 years, the following percentages shall apply:

11 Years	29%
13 Years	27%
15 Years	25%
17 Years	23%
19 Years	21%

12 years	28%
14 years	26%
16 years	24%
18 years	22%
20 years +	20%

For purposes of this subsection, just value at the time of withdrawal is the assessed just value of comparable property in the municipality adjusted by the municipality's certified assessment ratio.

If you wish to proceed with this voluntary withdrawal from tree growth classification, please provide, in writing, a written statement of your intent to withdraw the acreage from classification. Please provide the amount of acreage to be withdrawn and a map showing the areas of withdrawal. If the withdrawal is a portion of the classified lands, a map identifying the area and type of woodlands must be provided as area removed shall be treated as separate parcels for future assessments. The penalty will be issued as a supplemental assessment to your parcel at a regularly scheduled meeting of the Board of Assessors. The amount of tax issued shall be due within 60 days of issuance.

Sincerely,

Curt E Lebel
Assessors Agent, Town of Raymond

Town of Raymond, and Whom it may concern,

I, William H. Furlong, of 34 Furlong road, Raymond Maine, Would like to remove the below described 3.1 Acre parcel of land from tree growth to increase the amount of land I have for personal use.

The below is a description, ways, and means of the parcel I would like to remove from tree growth.

The Southeast corner is located at the established pin marking the Southeast corner of the whole parcel. Located approximately at $44^{\circ}0'34"N-70^{\circ}26'19"W$

The Southwest corner pin lies west from the above noted pin, 300 feet west along the border of 34 Furlong road and 31 Furlong road to an approximate point of: $44^{\circ}0'32"N-70^{\circ}26'22"W$

The Northwest pin will lie due north from the south west pin at a distance of 450 feet at an approximate location of $44^{\circ}0'34"N-70^{\circ}26'28"$

the Northeast corner lies east of the northwest pin at a distance of 300 feet, and North from the southeast pin along the eastern most established border of the whole parcel, a distance of 450 feet and lies approximately $44^{\circ}0'37"N-70^{\circ}26'24"W$

Thank you,

William H. Furlong

William Furlong
25-MARCH-2025



APPLICATION FOR
MAINE TREE GROWTH TAX LAW PROGRAM

36 M.R.S. §§ 571-584-A

See Property Tax Bulletin No. 19 for more information

ASSESSOR'S USE ONLY
Recertification Date:

1. Name of owner(s): WILLIAM FURLONG

2. Mailing address: 34 FURLONG ROAD

RAYMOND, ME 04071 Phone: _____

3. Location of parcel (municipality and county): RAYMOND, COUNTY OF CUMBERLAND

4. Identification of parcel: MAP-18; LOT-18K

Tax Map

Plan

Lot

5. Forest land used for commercial forest production

Type

Number of Acres

- a. Softwood..... _____
- b. Mixed wood..... 10
- c. Hardwood..... 13
- d. **TOTAL ACRES** (add lines 5a through 5c)..... 5d. 23

6. Land unsuitable for commercial forest production

Type

Number of Acres

- a. Natural water and man-made water areas..... _____
- b. Wetlands (swamp, marsh)..... _____
- c. Ledges and barrens..... _____
- d. **TOTAL ACRES** (add lines 6a through 6c)..... 6d. 0

7. Land not used primarily for commercial forest production

Type

Number of Acres

- a. Building area..... 3.64
- b. Fields..... _____
- c. Gravel pits..... _____
- d. Transmission line or pipeline right-of-way area..... _____
- e. Class I roads (includes culverts, ditching, gravel)..... _____
- f. Class II roads (unimproved haul road)..... _____
- g. Agricultural area (list.....)..... _____
- h. Other areas (list.....)..... _____
- i. **TOTAL ACRES** (add lines 7a through 7h)..... 7i. 3.64

8. **TOTAL AREA OF PARCEL** (Add 5d, 6d and 7i) 8. 26.34

9. Check one. A licensed forester must complete the Forester Section below.

- ☐ Initial request for classification of this parcel in the Tree Growth Tax Law program. **You must file this application on or before April 1.**
- ☐ Application for an existing classified parcel with a new forest management and harvest plan.
- ☐ Application for a new owner of an existing classified parcel adopting the previous owner's forest management and harvest plan. Date of the plan prepared for the parcel: _____.
- ☒ Recertification of the forest management and harvest plan for an existing classified parcel.
- ☐ Application submitted at the request of the assessor.

10. Are there any structures or improvements on the property? ☒ Yes ☐ No

11. Under penalties of perjury, I declare that I have examined this application and to the best of my knowledge and belief it is true, correct, and complete. I swear that, as owner of the property classified under the Tree Growth Tax Law, my primary use for the forest land is to grow trees to be harvested for commercial use or that the forest land is land described in 36 M.R.S. § 573(3) and that I will follow the provisions of the applicable forest management and harvest plan. I declare that all owners of the parcel agree to classification of the parcel under the Tree Growth Tax Law.

☒ William Furlong
Signature of Owner/Authorized Agent*

☒ 3/10/25
Date

*Multiple owners: If all owners agree to classification of the property under Tree Growth Tax Law, the owner's authorized agent may sign this form.

FORESTER SECTION: This section is to be completed by the forester

Name of licensed forester who approved/prepared the plan: RENE D. NOEL, JR.

Forester license number: #325 Forester telephone number: 207.892.6562

Date plan prepared: 3/4/2025 Date plan expires: 3/4/2035 Date parcel inspected: 2/26/2025

The forester's signature is required if plan is adopted from prior owner or for recertification of the forest management and harvest plan. Check the appropriate box.

- ☐ For a plan adopted by a new owner following a land transfer, I hereby swear that the new owner is managing the forest land in accordance with the plan prepared for the previous landowner.
- ☒ For a plan being recertified, I hereby swear that I have inspected the parcel and that the owner is managing the parcel according to the forest management and harvest plan.

RENE D. NOEL, JR.
Signature of Licensed Forester

3/4/2025
Date

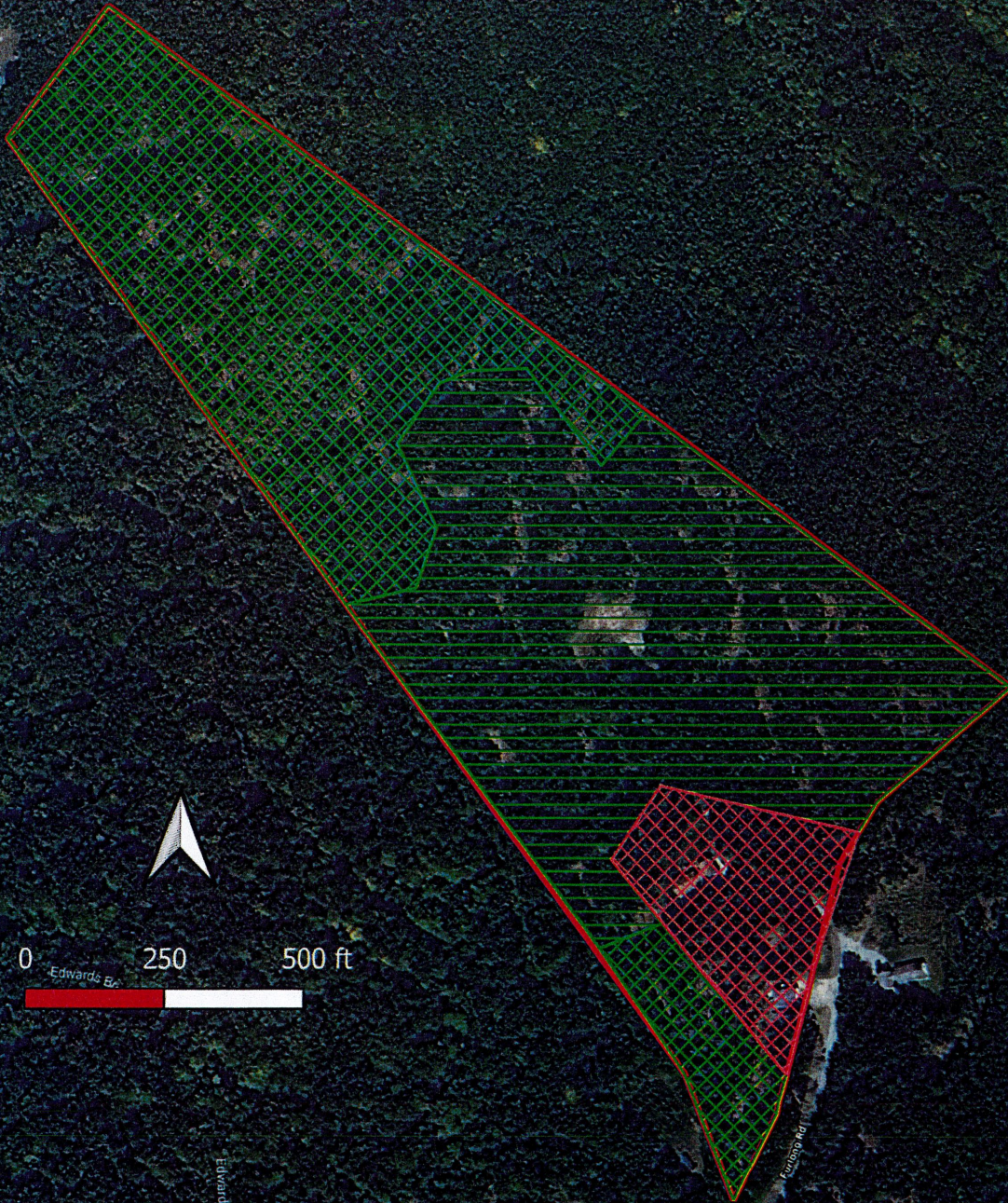
ASSESSOR SECTION: This section is to be completed by the assessor ☒ Approved ☐ Denied

[Signature]
Assessor's Signature





3/11/2025
Date

Property of William Furlong
Town of Raymond, County of Cumberland
State of Maine
Map 18, Lot 18K

Forest Type Map



Legend

-  Building Site and Forest Not Classified, 3.64 acres
-  Hardwood, 13 acres
-  Mixedwood, 10 acres
-  Client_Boundary

drawn by:

Rene D. Noel, Jr ACF
Maine Licensed Forester # 325
March 4, 2025

Not a legal survey

Board of Selectmen – Agenda Item Request Form

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

Requested Meeting Date:

Requested By & Date:

CONTACT INFORMATION

Address:

Email Address:

Phone #:

AGENDA ITEM REQUESTED

Agenda Item Subject:

Agenda Item Summary:

Action Requested/Recommendation:

☐

Approval

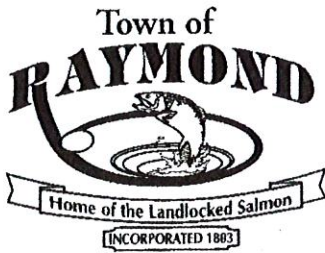
☐

Public Hearing

☐

Information Only

List of Attachments Included:



Business License Application

OFFICIAL USE

Permit Fee: \$25.00

Application Date: _____

Map-Lot: _____

Zone: _____

Business Name: 2 Scoops

Business Location: 1252 Roosevelt Trail
34 Arrowhead Road Raymond ME 04071

Applicant: Corey O'Brien

Mailing Address: 56 Sand Rd Apt 1

City State Zip: Naples ME 04055

Home Telephone: 207 408 2402 Work Telephone: Same

Email Address: O'Brien Corey 44 @ yahoo . 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:

License Application
for Eating and Lodging

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]

The business named 2 Scoops is current with all Town fees, taxes and inspections, as well as compliant with all Town of Raymond Ordinances.

Code Enforcement Officer _____

Fire Inspector _____

Tax Collector _____

Conditions of Approval by Select Board:

☐ Application Approved

☐ Application Denied. Denial Reason:

Determination Date: _____

Expiration Date: _____

Select Board Signatures:

Rolf Olsen, Chair

Teresa Sadak, Vice Chair

Samuel Gifford

Derek Ray

Denis Morse



Select Board
401 Webbs Mills Road
Raymond, Maine 04071
207-655-4742

Appointment of Health Officer

Pursuant to M.R.S.A. Title 30-A §2601, and Title 22 §451, the undersigned Board of Selectmen of the Town of Raymond do hereby vote to appoint and confirm **Lee O'Connor** to be the Health Officer for a 3-year term.

Given under our hands on the 13th day of May, 2025.

Rolf Olsen, Chair

Teresa Sadak, Vice-Chair

Samuel Gifford

Derek Ray

Denis Morse

Comprehensive Plan Guidance from Tom Miragliuolo From DACF

Excellent. Very slight tweak to #2 (in red below). Basically, statute says you need to post the clean comp plan at least 30-days prior to the public hearing (not 30 days prior to ballot vote).

Good luck everyone,

Tom

Tom Miragliuolo, Senior Planner
Municipal Planning Assistance

207-441-1288

maine.gov/dacf/municipalplanning

From: Joseph Crocker <joseph.crocker@raymondmaine.org>

Sent: Monday, May 5, 2025 2:42 PM

To: Miragliuolo, Tom <Tom.Miragliuolo@maine.gov>

Subject: RE: UPDATE: Raymond's 2025 Comprehensive Plan

Hi Tom,

This is great information. I have copied our Chair and Co-Chair of the Select Board to this email.

From our conversation and gathering from the below statutes, it seems like our best action plan is the following:

1. Comp Plan should be on the November ballot for voters to vote on this plan.
 - o This is because we do not have a charter or a City Council, therefore, it would have to be on the ballot according to the definition of [Municipal Legislation Body](#) under #9.
2. We will have to post the "clean" Comprehensive Plan at least 30-days prior to a comp plan and hold a Public Hearing. Public Hearing is usually held at least 30 days before the ballot date. This could go on the November ballot.

I will make sure to discuss this with the Chair and Co-Chair.

Thank you for your time, Tom.

Joseph Crocker, CPRP

Interim Town Manager/Parks & Recreation Director

Town of Raymond

From: "Miragliuolo, Tom" <Tom.Miragliuolo@maine.gov>
To: Joseph Crocker <joseph.crocker@raymondmaine.org>
Date: Sat, 3 May 2025 12:19:36 +0000
Subject: RE: UPDATE: Raymond's 2025 Comprehensive Plan

Morning Joe,

Can you clarify your email to all. It's my understanding that a City Council Can adopt a comp plan but a Town Select board cannot. I've never seen a town select board adopt a comp plan (they also generally do not adopt ordinances as those also have to be adopted by the "Municipal Legislative Body").

- See #9 Adoption: <https://legislature.maine.gov/statutes/30-A/title30-Asec4324.html>
- What I believe to be the relevant definition for "Municipal Legislative Body" is at #9 here: <https://legislature.maine.gov/statutes/30-a/title30-Asec2001.html#:~:text=%22Municipal%20legislative%20body%22%20means%3A,%3B%20%5BPL%201987%2C%20c.>

I did not consult your town charter and according to the definition of "Municipal Legislative Body" it would take a statement the town charter to allow the select board to adopt. I am not an attorney. I could be wrong. If your select board has already adopted their comp plan or plans to bring it to the select board for adoption I recommend consulting MMA legal staff.

Best of luck!

Tom

Tom Miragliuolo, Senior Planner
Municipal Planning Assistance

207-441-1288

maine.gov/dacf/municipalplanning