



SELECT BOARD

Agenda

June 2, 2025

7:30pm – Special Meeting

At Broadcast Studio & via Zoom

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 meeting to order

2) Approval of Minutes

- May 12, 2025 – Emergency Meeting, Executive Session only
- May 13, 2025 – Regular Meeting including Public Hearing on Warrant Articles
- May 19, 2025 – Special Meeting, Executive Sessions only

3) New Business

- a) Approving the Comprehensive Plan to move forward

4) Adjournment



SELECT BOARD

Minutes

May 12, 2025

8:30am – Emergency Meeting

At Broadcast Studio & via Zoom

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: Betsy Oulton (Human Resources Consultant)

1) **Called Emergency Meeting to order** at 8:30am by Chair Olsen with a quorum present.

2) Executive Session

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

Motion to enter Executive Session by MS. Sadak at 8:30am. Seconded by Mr. Gifford.

Unanimously approved

Motion to exit Executive Session by Ms. Sadak at 11:56am. Seconded by Mr. Gifford

Unanimously approved

Chair Olsen noted that the Select Board has directed the HR Consultant to continue the process as they discussed in Executive Session.

3) Adjournment

Motion to adjourn by Ms. Sadak at 11:56am. Seconded by Mr. Gifford

Unanimously approved

Respectfully submitted,

Melanie Fernald, Town Clerk



SELECT BOARD Minutes

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.

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); Curt Lebel (Assessor's Agent); Lee O'Connor (Deputy Fire Chief); Bruce Tupper (Fire Chief); Nathan White (Public Works Director); Jason Williamson (Assistant 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) April 8, 2025

Motion to approve as presented by Mr. Gifford. Seconded by Mr. Ray.
Unanimously approved

b) April 10, 2025

Motion to approve as presented by Mr. Ray. Seconded by Mr. Morse.
Unanimously approved

3) **Public Hearing**

a) Annual Town Meeting Warrant Articles Including Ordinance Change Articles

Chair Olsen opened the Public Hearing at 6:01pm. He announced the Public Informational Meeting which will take place at the Jordan-Smal Middle School Gym on Saturday, May 31st, 2025 at 10am.

The Chair read through each article and responded to questions from those in attendance. (See the video recording for specifics.)

Chair Olsen closed the Public Hearing at 7:23pm.

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

Supplemental Tax for a property owner who wants to withdraw from the Tree Growth classified land program. The property owner wishes to voluntarily withdraw 3 acres of his 23 acres from this classification. The penalty to do so has been calculated at \$1211.40.

Mr. Morse asked what this fee represents. Assessor Lebel noted that it's a penalty, defined by statute, calculated to change the classification.

Motion to approve the supplemental assessment by Mr. Ray. Seconded by Mr. Morse

Unanimously approved

- b) Community Resilience Partnership Grant – John Rand or Brian Walker
John Rand described the Community Resilience Partnership Grant [handouts attached to these minutes]. Asking the Select Board for support in applying for the grant. Workshops to collect community feedback will help direct the planning for expending any grant funds awarded.

The following individuals asked questions:

Mr. Ray

Mr. Morse

Peter Leavitt, Leavitt Road

Chair Olsen

Motion to have the Town of Raymond endorse the Community Resilience Partnership Grant and allow forward movement on the grant by Mr. Morse.

Seconded by Mr. Ray

Unanimously approved

- c) Consideration of Business License Application – 2 Scoops – Corey O'Brien, owner
Applicant gave a quick overview of his proposed plans for an ice cream shop. Fire Inspector has only performed a preliminary walk-through so far. A Fire & Life Safety inspection will be scheduled at a date to be determined, once the necessary corrections are completed. State Health license will need to be obtained as well.

Motion to approve contingent upon completion of inspection items by Mr. Gifford.

Seconded by Mr. Morse

Unanimously approved

- d) Consideration of Deputy Chief Lee O'Connor as Health Officer – Select Board
Interim Town Manager Jose Crocker suggested that Deputy Fire Chief Lee O'Connor be the Town's Local Health Officer. Chief Tupper will be the back-up as needed.

Motion to accept Lee O'Connor as Health Officer by Mr. Morse. Seconded by Mr. Gifford

Unanimously approved

- e) Discussion of Traffic Calming Signs and MDOT Recommendation – Nathan White, Public Works

Public Works Director presented some research and some recommendations from MDOT.

The following individuals spoke:

Peter Leavitt, Leavitt Road

Grace Leavitt, Leavitt Road
Shawn McKillop, Main Street
Mr. Ray

Motion to move forward with plans set by the Public Works Director by Mr. Morse.
Seconded by Mr. Gifford.

Unanimously approved

f) Consideration of Comprehensive Plan's Next Steps – Select Board

Interim Town Manager Joe Crocker noted that he has been speaking with the State on the proposed edits by the Select Board feedback. Proposed feedback has been deemed appropriate and does not substantially change the Plan.

Spoke to the timing of the process to adopt the Comprehensive Plan. Changes need to be made, public hearings, select board approval, (Special) Town Meeting warrant item, community vote.

The following individuals spoke:

Peter Leavitt, Co-Chair Comprehensive Plan Committee

Ms. Sadak

Kaela Gozalez, Co-Chair Comprehensive Plan Committee

Mr. Ray

Mr. Morse

Town staff and Select Board will determine the proper steps to be taken and will work to move it forward through those steps.

5) Public Comment

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

Jennifer Danzig, Pulpit Rock Road

Grace Leavitt, Leavitt Road

Jodi Carroll, Rockwood Acres

6) Selectman Comment

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

Mr. Morse

7) Town Manager's Report and Communications

Thanked the Staff and Department Heads for cooperating and working together to ease the transitions we are experiencing.

Public Safety Lieutenant interviews, Gala attendance. A new grant: EMS Revitalization fundings from the State of Maine, award of \$15K, regional study with Casco, Windham & Gray. Paramedics are hard to find these days, the goal of this study is to help plan for the future in the area.

Parks & Rec Update: Tassel Top is prepping to reopen for the season – snack shack and permanent bathroom structure project is wrapping up.

Tennis & Pickleball courts – July completion anticipated

Public Works has done significant clean up and beautification around town.

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)

Select Board entered Executive Session by consensus, once the room cleared – at 8:40pm.

Invited: Select Board, Interim Town Manager, Town Clerk

Motion to exit Executive Session at 8:53pm by Mr. Ray. Seconded by Mr. Morse.
Unanimously approved

10) **Adjournment**

Motion to adjourn at 8:53pm by Mr. Morse. Seconded by Mr. Ray
Unanimously approved

Respectfully submitted

Melanie Fernald, Town Clerk

About the program:

The Community Resilience Partnership (CRP) is a state program in the Governor's Office of Policy, Innovation, and the Future (GOPIF) that helps towns plan for and fund projects to improve energy efficiency and local resilience. The CRP offers technical assistance and grant funding to support projects related to town facilities, emergency preparedness, open space/trails, broadband access, the natural resource economy, public health, and infrastructure like sidewalks, roads, and culverts. Towns can choose to enroll in the CRP. About 200 towns in Maine have joined.

North Star Planning (NSP) and Siler Climate Consulting (SCC) have been awarded \$10,000 from the state of Maine to help Raymond enroll in the CRP, scope a project, and apply for a grant this summer. These services are provided to Raymond free of charge.

Grants Available:

Enrolled communities are eligible for Community Action Grants - up to \$75,000 per community or \$175,000 for regional projects. No cost match is required from the town. Funds for grants this summer have already been allocated to the state and are not impacted by federal funding changes. The funds originated from NOAA.

Enrolled communities can also get free technical assistance from a designated regional coordinator. The town does **not** need to be a GPCOG member to access this assistance.

Examples of recent grant projects include: municipal facility upgrades (HVAC, windows/doors, LED lights), shoreline stabilization & vegetation management, riverwalk trail plan, assessment of town dry hydrants and fire ponds, creating emergency disaster/heat/cooling shelter in the community center.

Raymond Enrollment Process:

To enroll in the CRP, NSP and SCC will help Raymond complete two self-assessment forms and hold a brief community workshop to discuss resilience priorities. Then, the Select Board will need to pass a municipal resolution (written by the state) agreeing to join the partnership. NSP & SCC will help Raymond enroll. Once Raymond joins, the town is eligible for grant funding and for free technical assistance.

Raymond should complete enrollment by July 2025, to apply for a grant in August/September 2025.

Sample Municipal Resolution language

Instructions: The following language is provided for the municipal resolution. The three preamble and resolution sections on this page are required. Municipalities may select from and modify the optional preamble on statements on the following pages and add other statements as desired.

REQUIRED STATEMENTS

WHEREAS, the [Town/City of ...] has completed the Community Resilience Partnership's Community Resilience Self-Assessment and List of Community Actions, and held a community workshop(s) on [date(s)] which prioritized the following action areas: [list 2-6 actions];

BE IT RESOLVED, the [Town/City of ...] commits to participating in the Community Resilience Partnership, which supports community leadership in reducing greenhouse gas emissions and increasing resiliency to extreme weather and climate change impacts;

BE IT FURTHER RESOLVED, the [Town/City of ...] designates [choose a or b: a) name a specific municipal staff position, b) name an existing or newly established committee] to coordinate planning, implementation, and monitoring of energy and resilience projects and to be the primary point of contact to the Community Resilience Partnership;

OPTIONAL PREAMBLE STATEMENTS

WHEREAS, the [Town/City of ...] experiences [**select all that apply**: coastal flooding, intense rainstorms, riverine flooding, ice jams, drought, wildfires, high heat emergencies], and other natural hazards and seeks to better prepare for future conditions;

WHEREAS, planning for community and infrastructure resilience will protect people, preserve businesses and the local economy, and reduce the impact and costs of natural disasters;

WHEREAS, investing in energy efficiency and weatherization improvements is proven to lower municipal electricity expenses and make buildings more comfortable for employees and visitors;

WHEREAS, transitioning municipal fleet vehicles to electric vehicles lowers fuel and maintenance costs and reduces the uncertainty of variable fuel prices on municipal budgets;

WHEREAS, the Gulf of Maine is warming 99% faster than other oceans around the world, and ocean acidification and warming ocean temperatures pose a serious economic and cultural risk to Maine maritime industries, heritage, and tourism;

WHEREAS, shifting seasonal temperature and precipitation patterns threaten local natural ecosystems, economic activity such as [**select all that apply**: agriculture, tourism and seasonal recreation, including winter sports and other outdoor activities], and public health due to increased incidence of heat-related illness and tick-borne illnesses such as Lyme disease;

WHEREAS, the [Town/City of ...] is prepared to demonstrate leadership in reducing energy use and greenhouse gas emissions, and increasing the resilience of people, infrastructure, and businesses;

WHEREAS, addressing climate change will present economic opportunities for the [Town/City of...] as well as opportunities to invest in the public good and cost-saving practices;

WHEREAS, the State of Maine's four-year climate action plan, *Maine Won't Wait*, seeks to put Maine on a trajectory to decrease greenhouse gas emissions 45% by 2030 and 80% by 2050, and achieve carbon neutrality by 2045;

WHEREAS, achieving these emissions and resilience goals will require Maine to act with urgency to slow the causes of climate change and prepare people, communities, and the environment for climate-related impacts to come;

WHEREAS, the Community Resilience Partnership provides grants to municipalities and Tribal Governments for activities that lower energy expenses, reduce greenhouse gas emissions, and increase community resilience in alignment with the state’s climate action plan and goals;



Spring 2024 (Round 4)

Community Action Grant Awardees

52 awards to 54 communities, totaling \$2.4 million.

Community	Award	Project Title
Town of Alna	\$44,089.73	Climate Impact Reduction, Response, and Resilience for Alna
Town of Appleton	\$50,000	Sustainable Solutions: Enhancing Energy Efficiency in Appleton's Emergency Shelter and Town Office
City of Auburn	\$50,000	Expanding Access to EV Charging Capacity for Residents and Visitors
Town of Avon	\$25,935.35	Implement Energy Efficiency Strategies in the Town Buildings
Town of Belfast	\$50,000	2024 Belfast Harbor Vulnerability Assessment
Towns of Boothbay and Boothbay Harbor	\$78,820	Community-driven planning for a climate resilient Boothbay Region
Town of Brooklin	\$30,464	Brooklin Transition to Energy Efficiency and Climate Resilience
Town of Brooks	\$33,730	Planning for a Resilient Brooks
Town of Buckfield	\$50,000	Municipal Center Envelope Upgrade for Energy Efficiency
Town of Cape Elizabeth	\$49,526.10	Cape Elizabeth LED Energy Efficiency Project
Town of Cherryfield	\$50,000	Cherryfield Riverwalk Shoreline Stabilization & Vegetation Management Plan
Town of Cushing	\$35,000	Town Community Center and Town Offices Heat Pump and Window Upgrades
Town of Cutler	\$49,822	Building Resiliency and Planning for a Sustainable Future
Town of Damariscotta	\$50,000	Energize and Weatherize: Municipal Building Upgrades & Community Education for Damariscotta

Town of Fairfield	\$45,272	Conversions to Fairfield Community Center to become ADA Compliant & Energy Efficient Warming/Cooling Center and Emergency Shelter
Town of Frenchboro	\$50,000	Frenchboro Long-Term Sustainability Initiatives
Town of Gardiner	\$50,000	Comprehensive Assessment of Climate Vulnerability on Community Infrastructure
Town of Gouldsboro	\$50,000	A Resilient Working Waterfront for Corea, Maine
Town of Gray	\$49,960	“Water We Doing?”: Planning, Raising Awareness, & Changing Behavior to Address Climate Change in Gray’s Nine Main Watersheds
Town of Greenville	\$12,195.20	Implementation of Emergency Alert System
Town of Hanover	\$50,000	Energy Efficiency Improvements in the Hanover Town Office
Houlton Band of Maliseet Indians	\$48,000	Installing 16 Heat Pumps, 1 each for 16 Maliseet Housing Authority low income housing units.
Towns of Island Falls and Crystal	\$75,000	Engaging Island Falls and Crystal Community Members to Increase Public Awareness and Take Action
Town of Isle au Haut	\$50,000	Charting a Course for Resilience: Isle au Haut’s Comprehensive Planning Approach to Climate Action
City of Lewiston	\$50,000	Bringing Trees Back to the Tree Streets Neighborhood
Town of Lovell	\$50,000	Energy Assessment and Improving Efficiency with Heat Pumps and Weatherization of Lovell’s Town Hall
Town of Manchester	\$28,500	Reduce and Adapt to Climate Change Impacts to Town of Manchester by updating comprehensive plan, with focus on lessening damages from storms including stormwater drainage and storage
Matinicus Isle Plantation	\$50,000	Matinicus Renewable Power Project
Town of Minot	\$30,000	Baseline Environmental Assessment for Town Owned Properties and Fire Ponds/Dry Hydrants
Town of Monmouth	\$49,880.56	Engineering Study to Determine Needed Improvements at the Annabessacook Lake Dam to Mitigate Impacts from Maine’s Changing Climate
Town of Montville	\$49,965	Montville: Planning for a Climate Resilient Future
Town of New Gloucester	\$48,000	New Gloucester Community Risk Assessment and Resilience Engagement Project
Town of Owls Head	\$39,250	Town of Owls Head EV Chargers
Town of Patten	\$50,000	Heat Pumps for Municipal Buildings in Patten, Updating Emergency Action Plan, Planting Trees around the Stephen Yates Community Playground
Town of Penobscot	\$50,000	Town of Penobscot Energy Efficiency Project
Town of Poland	\$50,000	A.B. Ricker Library HVAC Project
Town of Readfield	\$19,331	Readfield Public Building Heat Pump and Lighting Improvements
Town of Roque Bluffs	\$50,000	Roque Bluffs Comprehensive and Wildfire Management Planning

Town of Sanford	\$50,000	Sanford Climate Change Vulnerability Assessment
Town of Southport	\$50,000	Southport Community Climate Preparedness & Vulnerability Assessment
Town of Stoneham	\$50,000	Sand Shed Solar and Energy Efficiency Improvements
Town of Strong	\$49,843.86	Implement Energy Efficiency Strategies in the Town Building
Town of Swan's Island	\$50,000	Swan's Island Vulnerability Assessment of At-Risk Community Infrastructure
Town of Thomaston	\$50,000	Public Landing Resilience Project
Town of Van Buren	\$44,345	Van Buren Resiliency Initiative
Town of Vienna	\$50,000	Investing in Climate-Ready Infrastructure: Implementing StreamSmart Crossing Guidelines for Culvert Improvements at High-risk Crossings Most Vulnerable to Climate Change
Town of Waldoboro	\$50,000	Upgrade the Waldoboro Town Office HVAC System
Town of Wales	\$34,940.85	Upgrade Windows and Doors to Strengthen the Building Envelope
Town of Washburn	\$50,000	Modernize Maine Buildings
Town of West Paris	\$50,000	Climate Mitigation and Adaptation with Heat Pumps and Infrastructure Assessment
Town of Winthrop	\$50,000	Installation of heat pump system at Winthrop Fire Department to reduce reliance on fossil fuels, to reduce energy costs, and to facilitate the use of the space as a warming and cooling center
Town of Wiscasset	\$50,000	Community-driven waterfront climate resilience planning

Energy Efficiency Priorities Grant Awardees

6 awards to 7 communities, totaling \$607,000.

Community	Award	Project Title
Town of Millinocket	\$100,000	New Windows for the Millinocket Municipal Building
Town of Norway	\$100,000	Rooftop Solar at the Norway Town Office
Town of Otisfield	\$100,000	Transitioning to Renewable Energy with Rooftop Solar at the Otisfield Town Office
Towns of Stonington and Deer Isle	\$200,000	Stonington-Deer Isle Energy Efficiency Pilot Program
City of Waterville	\$29,009	Retrofitting For Our Future
Town of Whitneyville	\$78,477.62	Whitneyville, Maine Hillgrove Community Hall and Town Clerk office Energy Retrofits

Service Provider Grant Awardees

Awards to 13 service provider organizations that will assist 41 communities to set priorities and enroll in the Partnership.

Service Provider	Award	Communities
Androscoggin Valley Council of Governments (AVCOG)	\$24,950	Andover, Livermore Falls
Center for an Ecology-Based Economy (CEBE)	\$50,000	Canton, Harrison, Naples, Temple
EMDC	\$62,494	Bradford, Corinna, Dexter, East Millinocket, Guilford
GrowSmart Maine	\$20,000	Rome, Wayne
Hancock County Planning Commission	\$37,500	Sorrento, Sullivan, Waltham
Island Institute	\$25,000	Harrington, Milbridge
Kennebec Valley Council of Governments (KVCOG)	\$60,000	Belgrade, Bingham, Farmingdale, Norridgewock, Prospect
Lincoln County Regional Planning Commission	\$25,000	Bristol, Newcastle
Midcoast Council of Governments (MCOG)	\$60,000	Searsport, Union, Warren, Washington, West Bath
Resilience Works LLC	\$37,485	Bucksport, Orland, Verona Island
Southern Maine Planning and Development Commission (SMPDC)	\$45,000	Alfred, Hollis, Parsonfield, South Berwick
University of Maine	\$24,948	Lincoln, Trescott Township
York County Soil and Water Conservation District	\$25,000	Acton, Shapleigh



SELECT BOARD

Minutes

May 19, 2025

6:00pm – Special Meeting

At Broadcast Studio & via Zoom

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: none

- 1) **Called Special Meeting to order** at 6:00pm by Chair Olsen with a quorum present.
- 2) Executive Sessions

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

Motion to enter Executive Session by Ms. Sadak at 6:00pm. Seconded by Mr. Gifford.

Unanimously approved

Motion to exit Executive Session by Ms. Sadak at 6:14pm. Seconded by Mr. Gifford

Unanimously approved

Motion to appoint Joseph Crocker as Town Manager by Ms. Sadak. Seconded by Mr. Gifford.

Unanimously approved

Mr. Morse asked to clarify on the record that all those on the interviewing team(s) signed a confidentiality agreement. He read the confidentiality agreement, and cited that as to why they weren't sharing more details of the process associated with the selection of the new Town Manager publicly. This agreement helps protect candidates and their information. Mr. Ray also noted that anything that is ever discussed in Executive Session is never public information

b) Consideration and Award of Town Scholarships - Pursuant to MRSA 1 §405(6)(F)

Motion to enter Executive Session by Ms. Sadak at 6:17pm. Seconded by Mr. Gifford.

Unanimously approved

Motion to exit Executive Session by Ms. Sadak at 6:24pm. Seconded by Mr. Ray

Unanimously approved

Motion to award Town scholarships as discussed in Executive Session by Ms. Sadak.
Seconded by Mr. Ray.

Unanimously approved

3) Adjournment

Motion to adjourn by Ms. Sadak at 6:24pm. Seconded by Mr. Gifford.

Unanimously approved

Respectfully submitted,

Melanie Fernald, Town Clerk