



SELECT BOARD Agenda

July 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.

1) Call regular meeting to order

2) Workshops

- Raymond Community Resilience Partnership – presentation by North Star Planning & Siler Climate Consulting
- Discussion on Community Events and How to Implement them

3) New Business

- a) Consideration of Accepting the Resignation from Budget-Finance Committee
 - Chris Hanson must step down from Budget-Finance Committee as he has been elected to the Select Board and cannot hold two elected positions
- b) Consideration of Warrant for Special Town Meeting for the Adoption of the 2025 Town of Raymond Comprehensive Plan
- c) JSMS Vision Committee Presentation
- d) Consideration of Liquor License Renewal – Fishermen's Catch

4) Public Comment

5) Selectman Comment

6) Town Manager's Report and Communications

- a) Confirm Dates for Upcoming Regular Meetings
 - August 12, 2025 – Regular Meeting, Public Hearing on Comprehensive Plan & Special Town Meeting to accept the Comprehensive Plan
 - September 9, 2025 – Regular Meeting
- b) Upcoming Holiday Closings

Labor Day - Monday, September 1st (Town Office is closed on Mondays)

7) Executive Session(s)

- a) Consultation with Legal Counsel – pursuant to 1 MRSA §405(6)(E)

8) Adjournment

Community Resilience Workshop

Town of Raymond

Tuesday, July 8, 6 PM

Welcome & Presentation (20 minutes)

1. Welcome & Intros
2. About the Community Resilience Partnership
3. What we've learned about Raymond

Workshop Activities (40 minutes)

1. Building Resilience in Raymond
2. Strategies for Action

Closing (5 minutes)

1. Questions/Comments
2. Next Steps

Raymond Community Resilience Workshop

Activity 1: Building Resilience

Resilience is the ability of a community to address the needs of its people, ecosystems, and infrastructure in order to anticipate, cope with, and rebound stronger from present and future challenges, including extreme weather events.

The Maine Community Resilience Partnership has 3 different categories of resilience:

- ***Minimizing risk and exposure to hazards*** (i.e., storms, flood, wind, fire, extreme temperatures, and drought)
- ***Understanding vulnerability in the community*** (i.e., older or low-income populations, aging infrastructure, limited housing, sensitive environments)
- ***Improving Long-term Adaptive Capacity*** (i.e., stormwater management to handle increased flooding, storm recovery plans)

1. What is Raymond doing well to anticipate, cope with, and rebound from events or trends related to climate change?

2. What could Raymond improve in the short-term (3-5 years)?

3. What could Raymond improve in the long-term (5+ years)?

Activity 2: Strategies for Action

The Community Resilience Partnership provides 8 areas where towns can take action to build resilience, with funding for projects in these categories.

Reduce Transportation Emissions Encourage EVs, make walking and biking safer, support work-from-home	Municipal Building Upgrades Weatherization, energy efficiency, procurement policies	Clean Energy Transition Invest in renewable energy like solar, streamline permitting for renewables	Environmental Protection Plan and set targets for land conservation, tree planting, water quality, and habitat protection.
Healthy and Resilient People Reduce risk through storm warning systems, cooling centers, peer-to-peer programs	Climate-Ready Infrastructure Assess and improve infrastructure like roads, drinking water, and sewer	Green & Natural Resource Economy Support local food, eco-friendly building materials, and clean energy jobs	Community Engagement Grow awareness of climate change, engage local businesses and youth in building resilience

1. What 3 action areas should Raymond prioritize and why?
2. In each of your priority action areas, what is one specific action Raymond could take?
3. Are there any actions where Raymond should collaborate with neighboring towns?

TOWN OF RAYMOND
Special Town Meeting Warrant
August 12, 2025

To: Don McClellan, Resident of the Town of Raymond, in the County of Cumberland and the State of Maine.

Greetings: In the name of the State of Maine, you are 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, located at 423 Webbs Mills Road, on Tuesday, the 12th day of August 2025 at 6:00 p.m., then and there to act on Articles 1 through 2 as set out below, to wit;

Article 1. To choose a moderator to preside at said meeting.

Article 2. To see if the Town will vote to adopt the “2025 Town of Raymond Comprehensive Plan” as the Town’s new Comprehensive Plan.

(A copy of the Plan is available for review and inspection online and at the Town Office.)

SELECTBOARD RECOMMENDS APPROVAL

Given under our hands this 8th day of July 2025 at Raymond, Maine.

Denis Morse, Selectboard Chair: _____

Kaela Gonzalez, Selectboard Vice-Chair: _____

Samuel Gifford, Selectboard Member: _____

Chris Hanson, Selectboard Member: _____

Derek Ray, Selectboard Member: _____

A true copy of the warrant,

Attest: _____

Melanie Fernald, Town Clerk

JSMS Vision Committee

Committee Presentation of Charge
April 14th, 2025 - June 16th, 2025



Introduction



This report was developed based on the work completed by the JSMS Visioning Committee from conception to conclusion with a successful hand off to the Select Board who in turn will hand it off to the JSMS Building Development Committee.

Conception



JSMS Vision Committee - Volunteers

- Peter Lockwood (Chair)
- Laurie Wallace (Secretary)
- Sue Accardi
- Deborah Clark
- Kaela Gonzalez
- Grace Leavitt
- Debby Tarr (Age Friendly Raymond)
- Richard Dowe (Raymond Village Library)
- Melanie Fernald (Town Clerk)
- Nathan White (Public Works)
- Joseph Crocker (Town Manager)

Charge of JSMS Vision Committee:

- Task of coming up with conceptual ideas on how the Jordan Small Middle School building could be used when it is given back to the Town of Raymond (scheduled for August of 2027).
- Looking at uses over the next 10 to 15 years.
- This committee will not be taking into account the feasibility, nor cost. These will be for a subsequent committee which will be made up of people with expertise such as engineers, builders, technology, finance, etc.
- Will report recommendations to the Select Board.

Mission Statement For the JSMS Vision Committee

The JSMS Visioning Committee is tasked with identifying potential uses for the Jordan Small Middle School, utilizing information gathered via the Draft 2025 Raymond Comprehensive Plan and input from the community and town departments including the Library, Parks and Recreation, and Town Offices.



Comprehensive Plan Survey Results

Results when asked about future uses of JSMS building.

01	Community Center	303 results
02	Recreation	258 results
03	Library	171 results
04	Town Hall	139 results
05	Day Care	104 results

Vision and Mission for the Raymond Community Center

Recommend to the JSMS Building Development Committee

Vision for the Raymond Community Center:

Residents and visitors of all ages will have expanded opportunities for learning, well-being, social connection, and civic engagement.

Mission for the Raymond Community Center:

The Raymond Community Center will foster community connections, provide resources, programs, services, meeting spaces, and technology in a safe, welcoming, accessible environment.

Specific offerings will align with the needs, goals, and aspirations of the community as identified in the Draft 2025 Raymond Comprehensive Plan



Summary and Recommendations



It is the recommendation of the JSMS Visioning Committee that first and foremost JSMS should be a Community Center. With that we also recommend that Parks & Recreation, the Library and the Town Hall offices should be moved to the new refurbished JSMS building.

Tours of Community Buildings



- A. April 22nd - Jordan Small Middle School
- B. April 28th - Town Facilities: Town Hall, Safety Building District 1 East Raymond, Library, Raymond Village Community Church, Safety Building District 2 Village, Raymond Public Safety Building
- C. April 30th - Gorham Municipal Center, Cindy Hazelton CPRP Director
- D. May 9th - Westbrook Community Center, Greg Post Director Parks & Recreation
- E. May 12th - 2nd Tour of JSMS for those who could not attend the April 22nd tour
- F. Windham Middle School Development Committee – Discussion between Pete Lockwood and Barry Tibbetts Windham Town Manager, May 16th and May 19th

Information Gathering: Wish List and Floor Plans

A wish list was received from the following Departments:

- Library
- Technology (Broadcast Studio)
- Town Hall
- Code Enforcement
- Assessing/Planning
- Parks & Recreation

**The JSMS wish square footage for the Library includes many spaces that will be shared use with P&R, Town Hall and Community Center Development*

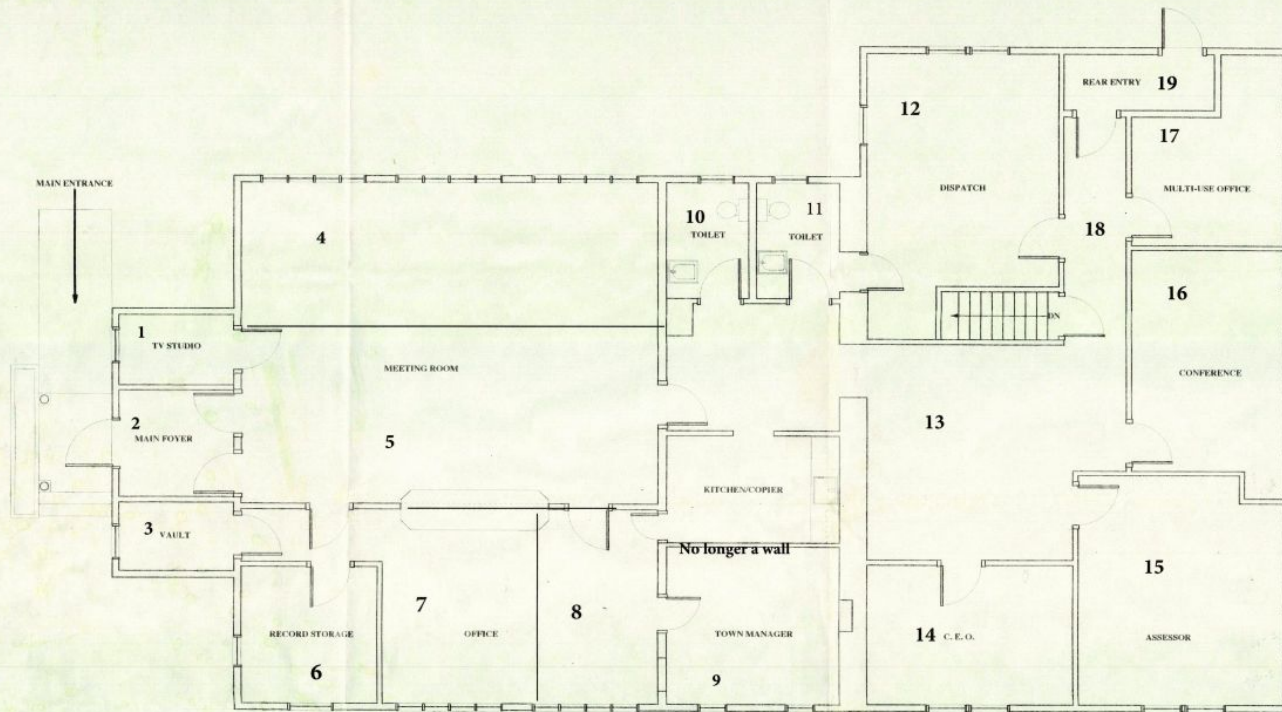
Our current square footage of Department facilities versus their wish list building square footage:

Department:	Current Square Footage	JSMS Wish Square Footage	Plus Gym
Broadcast Studio	1,468	2,752	
Library	2,609	13,426*	
Town Hall	3520	TBD	
Parks & Recreation	Various	8,542	8,800
Community	unknown	3,071	
JSMS Basement		921	
JSMS		31,347	40,147
Unclaimed		2,632	

Information Gathering: Wish List and Floor Plans Breakdown

The floor plans were broken out for the departments of what is currently being used for facilities. Then a wish list was given to the JSMS Committee based on surveying their patrons and department needs.

- A. Floor Plans: JSMS (full scale 1/16" = 1'-0"), Town Hall, Library (Pete's sketch),
 - a. JSMS approximately 40147 Sq. Ft.
 - b. Broadcast Studio – Modular Building approximately 1468 Sq. Ft. (exterior wall measurement) JSMS Wish = 2752 Sq. Ft.
 - c. Library approximately 2609 Sq. Ft. (exterior wall measurements) JSMS Wish 13426 Sq. Ft. Note: The new square footage for the Library includes many spaces that will be shared use with P&R, Town Hall and Community Center Development.
 - d. Town Hall 3520 Sq. Ft. JSMS Wish TBD
 - e. Parks & Recreation = RVCC lease and various other places such as Tassel Top Park, Sheri Gagnon Park, Messer Hall at Camp Hinds, RES & JSMS, Agawam etc. JSMS Wish 8542 Sq. Ft. Plus the gym 8800 Sq. Ft.
 - f. Community JSMS Wish 3071 Sq. Ft.
 - g. Unclaimed JSMS Wish 2632 Sq. Ft.



1. TV Studio - Now Front Office Storage Area - 5x8 = 40 SF
2. Main Foyer - 8x8 = 64 SF
3. Vault - not measured 5 x 9 = 45 SF
4. Meeting Room - Now Front Office - 31x14=434 SF
5. Hallway/Waiting Area - 31x9=279 SF
6. Record Storage - 10x10=100 SF
7. Finance Office - 10x14=140 SF
8. Finance Asst. Office - 10x14=140 SF
9. Break room/Kitchen - 20x12=240 SF
10. Bathroom 1 - 6x8=48 SF
11. Bathroom 2 - 6x8=48 SF
12. Dispatch - Now Code Enforcement-17x14=238 SF
13. Waiting Area/Storage - 16x15=240 SF
14. CEO - Now Town Manager OFC - 10x15=150 SF
15. Assessor Ofc - 17X15=255 SF
16. Conference-Now Codes Admin/Files- 11x16=176 SF
17. Multi-Use -Now Planning/Zoning-9x11/9x3=126 SF
18. Rear Hallway - 26x4=104 SF
19. Rear Entry - 4x11=44S SF

Approx - 1759 SF Interior Office Space
 Approx - 692 SF Interior Common Space/Hallways
 Approx Total Interior = 2451 SF

Exterior Square Footage = 3520 SF
 Old Section = 48 x 40 1920
 New Section = 50 x 32 1600



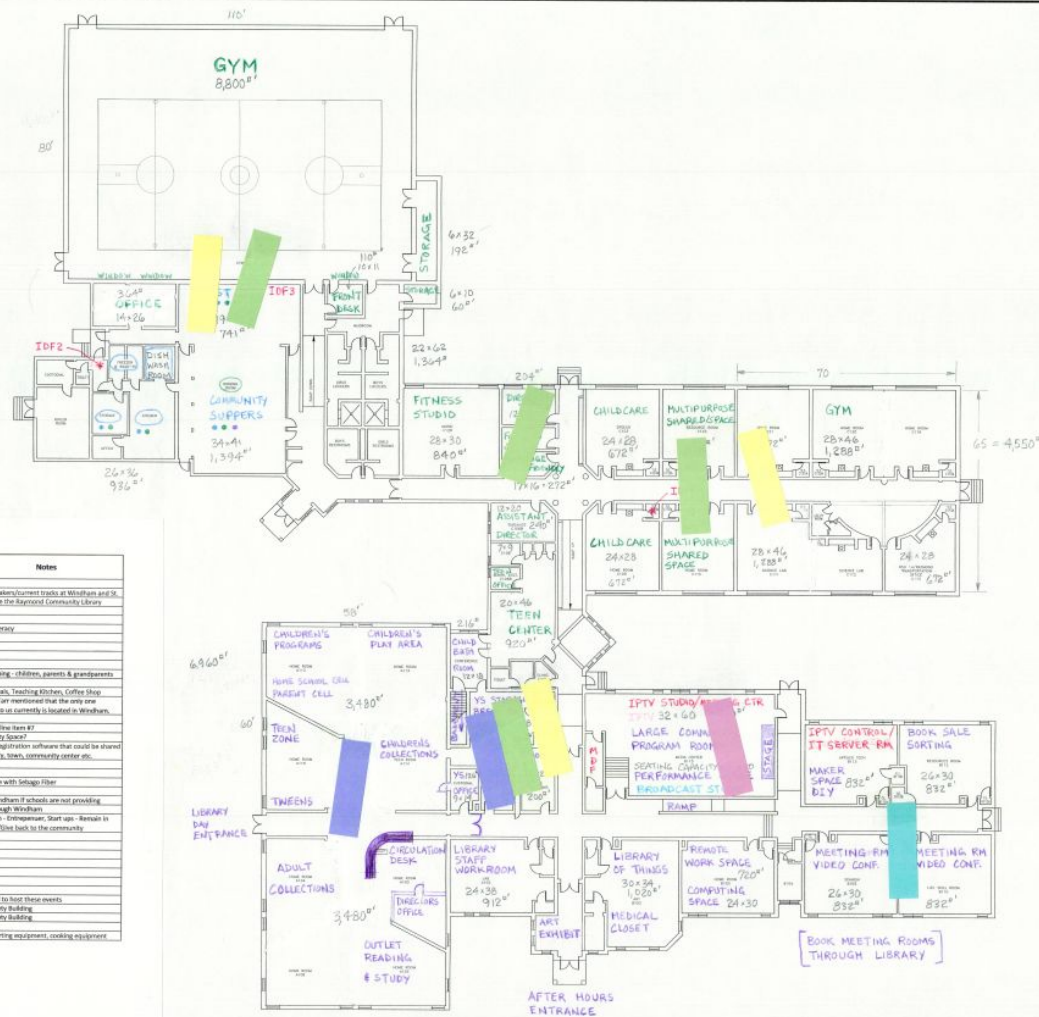
RAYMOND
TOWN HALL
RAYMOND, MAINE



Current Raymond Town Hall - Square Footage Breakdown

Jordan Small Wish List

- PARKS & RECREATION
- LIBRARY
- TECHNOLOGY
- TOWN OFFICES
- COMMUNITY CENTER



New & Existing Organizations or Committees	Priority (H, M, L)	Notes
Brainstorming List		
1. Choral Classes - Track for working	H	Silver Sneakers/turnout tracks at Windham and JR.
2. Food Facility	M	Empower the Raymond Community Library
3. Family Services	M	
4. Senior Space	M	
5. Media Space - Tech Center	M	Digital Library
6. Media Space - Broadcast Studio	M	
7. Before & After School Program	M	
8. Coffee Closet	M	
9. Fax Assistance	M	
10. Emergency Meetings/Events	M	AAMP
11. Learning and Emergency Center	M	Programing, children, parents & grandparents
12. Children	M	Senior Meals, Teaching Kitchen, Coffee Shop
13. Medical Closet	M	Unbreakable for maintenance that the only one available to us currently is located in Windham.
14. Remote Workshops/Offices - Library	M	
15. Private Spaces for Counseling, Support	M	Similar to line item #7
16. Garden and Green House	M	Community Space
17. Administrative Office for Community Center	M	PAID has registration software that could be shared with Library, Town, community center etc.
18. Town Office	M	
19. Youth Specific Spaces	M	
20. Use of roof for solar array	M	coordinate with Sebago River
21. Community Meals	M	
22. Outdoor Feeding Station (Part of RR) (H)	M	RED & Windham schools are not providing
23. Adult Education	M	Guids through Windham
24. Business Incubators	M	Short term - Entrepreneur, Start up - Renew in Raymond/One back to the community
25. Recycling - Garbage to Gardens	M	
26. Veterans Center	M	
27. Basketball Tournaments	M	
28. Music - Acoustic, concerts etc.	M	
29. Conference	M	
30. Small Businesses	M	
31. Thrift Store	M	
32. Wood Shop	M	Users used to host these events
33. Sports	M	Public Safety Building
34. Town Club	M	Public Safety Building
35. Remote Workshops/Offices - Library	M	
36. Tool Library	M	Tools, sporting equipment, cooking equipment

- BASEMENT
- 21' x 25' (8' CEILING)
- 21' x 19' (6' CEILING)
- CURRENT BROADCAST STUDIO
- 26'-4" x 60'-4" = 1,468'
- SEATING CAPACITY FOR 40 PEOPLE
- 1/2 MEETING SPACE + 1/2 CONTROL RM
- TOWN HALL 3520'
- LIBRARY 2609'

JORDAN SCHOOL FLOOR PLAN
SCALE 1/8"=1'-0"

Drawn by:
A & Z Cadd Drafting
65 Pine Ridge Road
N. Yarmouth, ME 04097
Phone: (207) 846-4528

Project:
JORDAN SCHOOL

Location:
RAYMOND, MAINE

Drawing title:
FLOOR PLAN

Sheet:
A-1

Date: AUGUST 12, 2020



Jordan Small Brainstorming List

Priority was determined by survey results, Department needs, and gathering of surrounding opportunities already established.

- Brainstorming List – 36 ideas prioritized by the JSMS Visioning Committee (please see Attachment A at the end of this report.)
- Town Department – 10 departments
- Government – 5 boards/committees
- Town Committees – 9 committees (some are inactive at this time)
- Community – Churches, Conservation Groups, and 14 community service groups such as Food Pantry, Age Friendly Raymond, Lions Club, Scouting, Raymond Rattlers Snowmobile, Raymond-Casco Historical Society, etc.

	New & Existing Organizations or Committees	Priority (H, M, L)	Notes
	Brainstorming List		
1	Exercise Classes - Track for walking	H	Silver Sneakers/current tracks at Windham and St.
2	Food Pantry	H	Repurpose the Raymond Community Library
3	Family Services	H	
4	Senior Space	H	
5	Media Space – Tech Center	H	Digital Literacy
6	Media Space – Broadcast Studio	H	
7	Before & After School Daycare	H	
8	Clothes Closet	H	
9	Tax Assistance	H	AARP
10	Intergenerational Meetings/Events	H	Programming - children, parents & grandparents
11	Warming and Emergency Center	H	
12	Cafeteria	H	Senior Meals, Teaching Kitchen, Coffee Shop
13	Medical Closet	H	Deborah Tarr mentioned that the only one available to us currently is located in Windham.
14	Remote Workspace/Offices - Library	H	
15	Private Spaces for Counseling, Support	H	Similar to line item #7
16	Garden and Green House	H	Community Space?
17	Administrative Office for Community Center	H	P&R has registration software that could be shared with library, town, community center etc.
18	Town Offices	H	
19	Youth Specific Spaces	H	
20	Use of roof for solar array	H	coordinate with Sebago Fiber
21	Community Meals	H	
22	Summer Feeding Station (Part of RSU 14)	H	RED & Windham if schools are not providing
23	Adult Education	M-H	Exists through Windham
24	Business Incubators	M	Short term - Entrepreneur, Start ups - Remain in Raymond/Give back to the community
25	Recycling – Garbage to Gardens	M	
26	Veteran Center	L	
27	Basketball Tournaments	L	
28	Music – lessons, concerts etc.	L	
29	Conferences	L	
30	Small Businesses	L	
31	Thrift Store	L	
32	Blood Drives	L	Lions used to host these events
33	Scouts	L	Public Safety Building
34	Lions Club	L	Public Safety Building
35	Remote Workspace/Offices - Leased	L	
36	Tool Library	L	Tools, sporting equipment, cooking equipment





Summary and Recommendations

- It is the recommendation of the JSMS Visioning Committee that a couple of people from this committee should also be included in the Building Development Committee in order to act as liaisons to assist with continuity from this committee to the next and to help explain the vision they created.
- A more focused survey of the communities' needs of the items listed from the priorities list. The JSMS Visioning Committee recommends that an extensive town survey should be developed and presented to the people of Raymond.
- The JSMS Visioning Committee recommends that the current Raymond Village Library if it becomes vacant then, it could become the new home for the Food Pantry, Medical Closet and possibly a Thrift Shop. The close proximity to the Village Center is preferred and it is located adjacent to the Community Garden where excess produce could be donated to the Food Pantry.
- The JSMS Visioning Committee recommends that if the current Town Hall becomes vacant that this building could be used for overflow of Community Center ideas that do not physically fit within the existing JSMS building.
- The JSMS Visioning Committee recommends that once the current broadcast studio is vacant that this building should be removed. It has served the purpose originally intended. It has out lived its usefulness. This will also provide for upgraded parking in the area where the modular building is located.
- The JSMS Visioning Committee recommends that existing artwork created by the students and faculty should be retained as part of the history of the JSMS.
- Business Incubators – A model to help start-up companies and Entrepreneurs. The building could employ the business incubator model, generating revenue for space rentals and for developing Raymond based businesses.



Summary and Recommendations cont...

- The JSMS Visioning Committee at its conception felt like there is a certain urgency to complete our work so that the next committee will be able to start their work hopefully with the same enthusiasm and sense of urgency. The committee recommends that the Building Committee begin meeting as soon as September, 2025
- The JSMS Visioning Committee recommends that an information table be provided at the November Vote so many of the Raymond townspeople can have an overview of the future JSMS Community Center.
- The JSMS Visioning Committee recommends that as the JSMS building is transformed into a Community Center that promotion and marketing of the new facility and programs should be delivered to the towns people of Raymond.



Conclusion

As the JSMS Vision Committee got underway the enthusiasm for this project became an energy of its own. The volunteers and staff members were engaged and you could see the excitement as the creative juices flowed freely. Doing the tours of our existing town facilities and also the Gorham Municipal Center along with the Westbrook Community Center inspired us with great possibilities. This new Raymond Community Center will be a great new asset to a growing and vibrant town with much to offer. As this project develops it is with pleasure that we pass along our ideas and look forward to continuing this important work.



Application Copy

File Number: 81196

Job Type: Renewal Application

LICENSE # RES-12-106181	APPLICATION DATE RECEIVED 2025-06-27
LICENSE TYPE On-Premises: Beer & Wine	LICENSEE FISHERMEN'S CATCH, LLC
AGENT NAME	EFFECTIVE DATE 2024-08-16
EXPIRES 2025-08-15	STATUS Active
PREMISES NAME FISHERMEN'S CATCH	
NEW SECONDARY LICENSE(S) None selected	
PREMISES TYPE Restaurant (not Class A)	PREMISES NAME FISHERMEN'S CATCH
OPERATOR FISHERMEN'S CATCH, LLC	
PHYSICAL ADDRESS 1270 ROOSEVELT TRL RAYMOND ME 04071-6603	
MAILING ADDRESS 1270 ROOSEVELT TRL RAYMOND ME 04071-6603	
CONTACT NAME BILL COPPERSMITH JR	PREFERRED CONTACT METHOD Email

CONTACT PHONE
(207) 655-2244

ALTERNATE PHONE

FAX

EMAIL

billcoppersmith@yahoo.coma

QUESTIONS

On-Premises: Beer & Wine

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

Answer "No" if you are a Sole Proprietor.

Yes

2010129DC

2. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

No

3. Is the applicant/licensee an individual, partnership, or association?

No

4. Are all licensees/applicants residents of the State of Maine?

Yes

5. Is your license for a club with a membership?

No

6. Is your license application for Vessel Corporation?

No

7. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

Yes

(document uploaded)

8. Do you allow dancing or entertainment on the licensed premises?
If so, You need to have a a license from the Maine State Fire Marshal.
See <https://www.maine.gov/dps/fmo/plans-review/applications> for
more information.

No

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

No

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

No

11 Is the licensee/applicant(s) directly or indirectly giving aid or assistance
in the form of money, property, credit, or financial assistance of any
sort, to any person or business entity holding a liquor license granted
by the State of Maine?

No

12 Do you have a manager employed?

No

13 Has any of the listed applicants, an immediate family member of an
applicant, or an employed manager been denied a liquor license or
had a liquor license revoked within the last 5 years?

No

14 Is any of the listed applicants the spouse, father, mother, child or other
immediate family member of a person whose liquor license has been
revoked or denied in the last 6 months?

No

15 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

16 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

17 Does the licensee/applicant(s) own the premises?

Yes

18 At which address are your business records located?

1270 ROOSEVELT TRAIL RAYMOND MAINE 04071

19 What will be your business hours? Please indicate each day's open and close times.

11-8 7 DAYS A WEEK FROM END OF MAY TO SEPT 6TH

20 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

400FT LAKE REGION CHURCH

21 Is your application for a Hotel or Bed & Breakfast?

No

22 What is the gross food income for the licensure period that will end on the expiration date?

75,776

23 What is the gross income from beer, wine, and spirits for the licensing period ending on the expiration date?

6798

24 Do you have a food menu?

No

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Corporate Supplemental Form	102 Supplemental Ownership Form and Affidavit-2.pdf	
Premises Floor Plan	diagram.pdf	
Maine Health or Agriculture License	B30BBBE60005 (1).pdf	

APPLICANT

FISHERMEN'S CATCH, LLC

DECLARATION

- ☒ I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

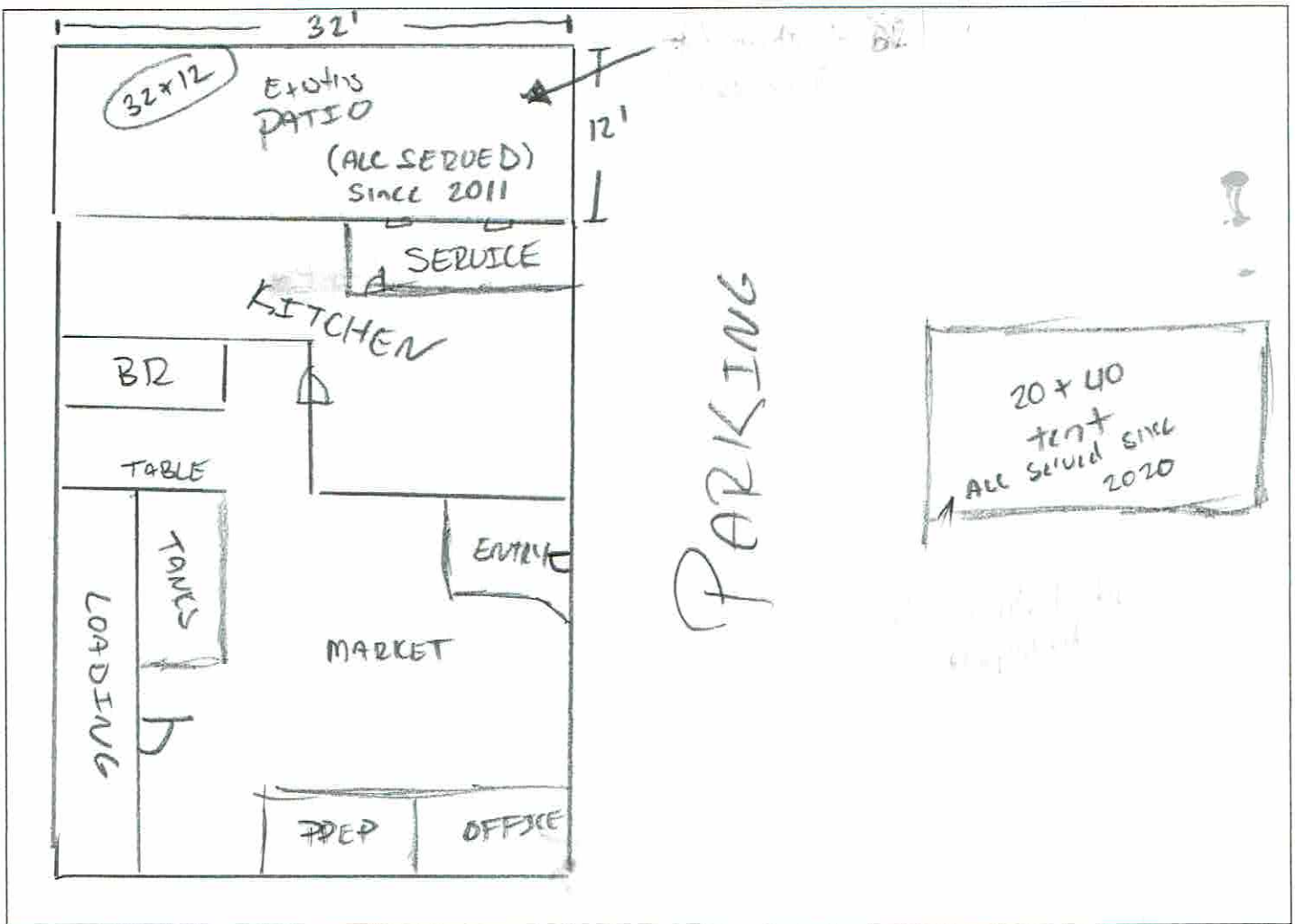
All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Diagram for Extension of Privileges Area

The following restrictions apply to outdoor extension of privileges:

- There must be a stanchion or a fence completely enclosing the area.
- Signs must be posted stating "No alcohol beyond this point".
- There must be sufficient employees at the extension area of premises who would be able to control and monitor the area.

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your where consumption will occur including methods of monitoring and containment of the area(s).



For Office Use Only:

Date Filed: _____ Date Issued: _____ Issued By: _____

☐ Approved

☐ Not Approved