



**BOARD OF SELECTMEN
Minutes**

April 10, 2018

6:30pm – Regular Meeting

Broadcast Studio
423 Webbs Mills Road

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

Selectmen in attendance: Joe Bruno, Samuel Gifford, Teresa Sadak, and Rolf Olsen

Selectmen absent: Lawrence Taylor

Town Staff in attendance:

Don Willard – Town Manager
Cathy Ricker – Finance Director
Sue Look – Town Clerk

1) **Called to order** at 6:30pm by Chairman Sadak

2) **Minutes of previous meetings**

a) March 12, 2018 – Regular meeting

Motion to approve as presented by Selectman Olsen. Seconded by Selectman Bruno.

Unanimously approved.

3) **Public Hearing**

a) Consider Application for Liquor License Renewal for Fisherman's Catch

Motion to enter the above public hearing by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

Opened by Chairman Sadak.

No public comments.

Chairman Sadak closed Public Hearing.

Motion to approve the renewal of the Liquor License for Fisherman's Catch by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

- b) Consideration of Ordinance Changes for the Town Meeting Warrant – Sue Look, Town Clerk

Motion to enter the above public hearing by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

Opened by Chairman Sadak.

No public comments.

Chairman Sadak closed Public Hearing.

ARTICLE 2: Shall Articles 6 and 7 of the Raymond Adult Business Ordinance, as adopted May 15, 1993, be amended by adding the underscored language as shown below?

DESCRIPTION:

In reviewing the Miscellaneous Ordinances, it was found that the License Fee and the Expiration Date had been left blank when the Adult Business Ordinance was adopted.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

6. License Fee. A license shall be required for each adult business. The fee for each license shall be \$100.00.
7. Term of License. Licenses issued pursuant to this Ordinance shall be for a term of no more than one year and shall expire annually on December 31st.

Motion to recommend Article 2 as written by Selectman Bruno. Seconded by Selectman Gifford.
Unanimously approved.

ARTICLE 3: Shall the Raymond Barking Dog Ordinance, as adopted May 1984, and amended through March 17, 2001, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as shown below?

DESCRIPTION:

Town staff is recommending to remove the fees from the ordinance and place them in the Fee Schedule to make this ordinance consistent with common practice. Also, the Town of Raymond no longer has a Dog Constable.

BARKING DOGS

Adopted May 1984
Amended March 1997
Amended March 17, 2001
Amended June 5, 2018

Definition. No person shall own, possess or harbor within the Town of Raymond any dog which by loud, and frequent and habitual barking, howling, or yelping disturbs the peace of any person.

First Offense. Any person, who shall violate the provisions of this section, shall upon the first occasion thereof be given a written warning which shall include the date and time it was issued.

Subsequent Offense(s). Upon ~~conviction~~ of any subsequent violations within a period of six (6) months from such warning, the person found to be in violation shall be punished by a civil penalty as is set forth annually by the Board of Selectmen in the Town Fee Schedule. ~~according to the following schedule:~~

~~First Offence \$ 50.00~~

~~Second Offence 100.00~~

~~Third Offence 200.00 [Amended 3/17/01]~~

~~Plus reasonable attorney costs for prosecution. [Amended 3/97]~~

Enforcement. This Ordinance shall be enforced by the Animal Control Officer and any Assistant Animal Control Officer(s) ~~Dog Constable and the other Town Constables~~ of the Town of Raymond.

Motion to recommend Article 3 as written by Selectman Bruno. Seconded by Selectman Gifford.
Unanimously approved.

ARTICLE 4: Shall the Raymond Budget and Finance Committee Ordinance, as adopted May 1980, and amended through March 17, 2001, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as shown below?

DESCRIPTION:

The Budget and Finance Committee has proposed these changes. The intent was to bring the ordinance up to date using gender neutral language and more official terms like "must be" rather than "who are", etc. The ex officio position for the School on the committee has been removed because the committee no longer reviews the School Budget. The election of a Vice-Chair has been added to make the current practice official.

BUDGET AND FINANCE COMMITTEE ORDINANCE

Adopted March 1980
Amended May 19, 1995
Amended June 5, 2018

SECTION 1. Title

This Ordinance shall be known as the Town of Raymond Budget and Finance Committee Ordinance.

SECTION 2. Authority

This Ordinance is enacted pursuant to 30-A MRSA §3001.

SECTION 3. Purpose

The purpose of this Ordinance is to merge the Town Finance Committee and the Town Budget Committee.

SECTION 4. Merger

The Town Budget Committee, as previously established and governed by the terms of the March 1980 Ordinances, and the Town Finance Committee, as established by vote of the Town on March 18, 1978, and governed by the terms of the March 1980 Ordinance, shall be combined into a Budget and Finance Committee.

SECTION 5. Powers and Duties

The Budget and Finance Committee shall have the following powers and duties:

- A. To consider each article for raising, appropriating or borrowing monies to be expended by or for the Town, with opportunity for discussion with those persons proposing the same, and to make recommendations on such articles to the Town Meeting for which they were drawn, which shall appear on the Warrant in substantially the following form, "The Town Budget and Finance Committee recommends approval/disapproval."
- B. To discuss with and make recommendations to the ~~Board of Selectmen~~ Select Board on proposals for specific expenditures.
- C. To investigate and recommend to appropriate Town departments the availability of Federal and State and other grants, loans, guarantees and other assistance for the Town and the types, terms, benefits and disadvantages thereof.
- D. To study and make recommendations on the general financial position, policies and practices of the Town and its departments.
- E. To study and make recommendations on any proposal for payment for services or equipment by bond or note. Any such proposal, with the exception of general tax anticipation notes which will be reviewed under Section (5D), will be accompanied by an impact statement and recommendation for rejection or approval.
- F. To develop and maintain, with the input from all other committees and Boards in Town, a five (5) year moving Capital Improvement Plan.
- G. To study and report to the ~~Board of Selectmen~~ Select Board potential revenue raising opportunities that may require actions by the Board or Town Manager.

Section 6. Membership, Quorum, Voting

- A. The Budget and Finance Committee shall consist of ~~nine (9)~~ seven (7) voting members, plus the Chair of the ~~Board of Selectmen~~ Select Board ~~and the Chair of the School Board~~ who shall be a NON-VOTING EXOFFICIO members. The reduction in number from nine

(9) to seven (7) will occur due to attrition. Existing members may continue as voting members on the committee and each may petition to be a candidate on upcoming ballots. The first 2 seats vacated by attrition (seat still open after an election, non-acceptance of the position, resignation, death, removal from the municipality, or recall) will not be filled. When a seat is vacated, the term of office for any open seats will be adjusted at the next election to keep the terms staggered. The number of members will be reduced to seven (7) during the June 2020 Election if attrition has not reduced the membership to seven (7).

- B. The Chair and the Vice-Chair of the Budget and Finance Committee shall be elected by a majority of the Budget and Finance Committee voting members at the first meeting after June 30th each year.
- C. Three (3) voting Voting members who are must be residents of the Town of Raymond, and shall be elected annually by the Town via a secret ballot vote at the annual Town Meeting, for a term of three (3) years and have staggered three (3) year terms.
- D. Any vacancy among the voting members shall be filled either via appointment by the Select Board until the next annual Town Meeting secret ballot vote following the creation of that vacancy, or by the Town at the first annual Town Meeting secret ballot vote following the creation of that vacancy.
- E. The Budget and Finance Committee shall officially act only in the presence of a quorum of five (5) four (4) voting members. Official motions will pass only on a majority vote of all voting members of the Budget and Finance Committee, unless the Budget and Finance Committee unanimously votes to adopt other rules at the first meeting of the year after the Annual Meeting and agrees to utilize the revised voting procedure for the full year. No member of the Budget and Finance Committee shall vote on a budget item in which the member has an interest.
- F. All members will abide by the rules for Conflict of Interest pursuant to 30-A MRSA §2605.
- G. All members will sign upon taking their oath of office and will adhere to the Town of Raymond Code of Ethics for Appointed and Elected Municipal Officials.

Section 7. Non-Attendance

In the event a member of the Budget and Finance Committee fails to attend, without being excused by the Chair of the Budget and Finance Committee, three (3) consecutive regularly scheduled business meetings or two (2) consecutive regularly scheduled Town Budget Review Meetings, the Budget and Finance Committee by unanimous vote of all attending members of that third regularly scheduled business meeting or second regularly scheduled Town Budget Review Meeting may remove the member from office and have the member replaced under the vacancy section of (~~3~~ 6-D) above.

Section 8. Severability

If any part or parts, section or subsection, sentence, clause or phase of this Ordinance is for any reason declared to be unconstitutional or invalid, such shall not affect the validity or constitutionality of the remaining portions of this Ordinance or any rules or regulations promulgated hereunder.

Section 9. Effective Date

This Ordinance shall become effective upon passage by the legislative body of the Town of Raymond at a duly called Town Meeting.

Motion to recommend Article 4 as written by Selectman Bruno. Seconded by Selectman Gifford.
Unanimously approved.

ARTICLE 5: Shall the Raymond Cemetery Ordinance, as adopted March 18, 2000, and amended through June 5, 2012, be further amended by adding the underscored language and deleting the language in strikethrough type as shown below?

DESCRIPTION:

Town staff proposed the following changes to make the ordinance easier to use, as well as more comprehensive.

CEMETERY ORDINANCE

Adopted March 18, 2000

Amended June 5, 2012

Amended June 5, 2018

I. PURPOSE

To preserve and protect the Cemeteries as peaceful and beautiful areas that serve as reverent symbols of the citizens' respect for the deceased, and for ~~For the mutual~~ protection of lot owners and the cemeteries as a whole, the following Cemetery Ordinance is hereby established for all Raymond Cemeteries owned or operated by the Town.

In formulating this Ordinance, a balance of the interests of the various stakeholders (purchasers and owners of rights of interment; family, friends, and acquaintances of the deceased buried therein); Raymond citizens and taxpayers; maintenance workers; and commercial providers is taken into consideration. In particular, this Ordinance is based upon a proper fit of the Cemeteries in Raymond, aesthetics of the park-like spaces, the cost of maintaining them, historical preservation, civic pride, and most important of all, safety of all who enter these Cemeteries.

All lot owners and persons visiting the cemeteries shall abide by this Ordinance as herein enacted and as hereafter amended, which is intended to assist in maintaining our cemeteries as peaceful and beautiful areas as well as reverent symbols of respect for the dead.

II. DEFINITIONS

- **Corner Markers** – grade level plot or lot identification object made of stone or stone and bronze
- **Grantee** – the Grantee is the individual who has purchased the plot(s) or has inherited the plot(s) from a deceased predecessor Grantee or has purchased the plot(s) from the previous Grantee
- **Lot** – multiple contiguous plots
- **Marker** (also called flush markers/memorials) – any grade level burial site identification object made of stone or stone and bronze

- **Monument** – any above grade level burial site identification object made of stone, or stone and bronze
- **Plot** – the basic unit of space within the Cemeteries used or intended to be used for the burial of human remains, approximately four (4) feet by eight (8) feet space for one (1) vault/casket burial or up to eight (8) cremains (each in a two (2) foot by two (2) foot space)

III. CEMETERY RESPONSIBILITIES

1. Cemetery Committee

- a) Survey cemeteries to determine stones that need to be repaired and report to the Cemetery Supervisor
- b) Organize volunteers to clean the stones such that each stone is cleaned at least once in every ten (10) year period
- c) Review Cemetery Ordinance for potential updates/amendments at least once in every five (5) year period

2. Sexton

- a) For new sale of plots
 - Mark corners with temporary stakes and check that there is not already a burial in the plot that is being sold
 - Work with vendors to ensure stones are set in the correct way
 - Check that the corner markers are set in the correct place
- b) Be available to either dig the hole for burials or recommend a qualified grave digger

3. Cemetery Supervisor

- a) Data steward for all Cemetery data
 - Build database from existing maps, spreadsheets, and conveyance documents
 - Maintain data ongoing by selling plots via the purchased software and updating with burial information
- b) Oversee all sales of plots
 - Coordinate with Sexton to be sure that the plot is able to be sold (not already occupied, not ledge, etc.)
 - Record sales in database and issue conveyance to buyer
- c) Coordinate with vendor to repair and/or clean stones each year as budget monies allow
- d) Purchase stakes as corner markers for Sexton
- e) Work with Public Works Director to submit a budget each year
- f) Provide stone cleaning materials for the Cemetery Committee volunteers
- g) Maintain a file of certificates of insurance for vendors and update annually

IV. GENERAL PROVISIONS

1. Name. This Ordinance shall be known as the Town of Raymond Cemetery Ordinance.

2. Authority. This Ordinance is enacted pursuant to Title 30-A, Sections 3001 and 3002.

3. Liability. The statement of any employee or agent, unless confirmed in writing by an authorized representative of the Cemeteries or the Town of Raymond shall in no way bind the Cemeteries or the Town of Raymond.

- 30 4. **Corrections.** The cemeteries Town reserves the right to correct any errors that may be made by them in making interments, dis-interments, or removals or in the description, transfer, or conveyance of any lot. Such corrections may include cancelling such conveyance and substituting and conveying in lieu thereof other interment property of equal value and similar location as far as possible, or as may be selected by the Sexton or Cemetery Supervisor, or, in the sole discretion of the Town, by refunding the amount of money paid to the Town on account of said conveyance. Errors of lot owners in failing to specify proper interment position, or of monument dealers in failing to clearly specify monument or marker foundation positions will be subject a fair additional charge in the event a change is required.
- 34 5. **Enforcement.** The Board of Selectmen and its authorized representatives are hereby empowered to enforce this Ordinance and to exclude from the cemeteries any person(s) deliberately violating this Ordinance. The Board of Selectmen and its authorized representatives shall have charge of the grounds and buildings within the Town of Raymond Cemeteries and shall have supervision and control of employees and all persons visiting the Cemeteries, whether lot owners or otherwise.
6. **Damage or Injury.** The Town expressly disclaims responsibility for any property damage or injury sustained by any person.
- 33 7. **Effective Date.** This Ordinance shall become effective when enacted/amended by the voters at Town Meeting.
- 34 8. **Validity.** If any part of this Ordinance is declared invalid, the declaration shall not affect the validity of the remaining portions of the Ordinance.
9. **Enforcement.** Any violation of this Ordinance will be treated as a trespass or nuisance, depending on the violation, and will be referred to the Town Manager or Cumberland County Sheriff or Maine State Police accordingly. Violation of this Ordinance may also lead to prosecution for violation of federal or state laws. Improper conduct or violation of this Ordinance by anyone may result in a request to leave the Cemeteries.
10. **Losses.** Reasonable precautions will be taken to protect Grantees from loss or damage, but the Town will not be responsible for loss or damage from causes beyond their reasonable control, and especially from damage caused by the elements, an act of God, common enemy, thieves, vandals, malicious mischief-makers, explosions, unavoidable accidents, invasions insurrections riots, or order of any military or civil authority whether the same be direct or collateral.
11. **Insurance.** All commercial service providers entering the Cemeteries to perform services or deliver commercial products must have liability and workers compensation coverage consistent with the Town's requirements and present proof of insurance to the Cemetery Supervisor. The Cemetery Supervisor shall maintain a file of such proof of insurance and update it annually.

V. HOURS OF OPERATION

- 3 1. **Open Hours.** The cemeteries will be open from one-half hour prior to sunrise to one-half hour after sunset. 8:00 am until sunset each day, except for November 1st to April 1st when

~~they will be open from 8:00 am to 4:30 pm, with the expanded hours for interments described in Section 24.~~

- 6 **2. Closed Hours.** No person other than a Town employee, the Sexton, or Cemetery Committee member on authorized duties or a person accompanied by an authorized Town employee, the Sexton, or Cemetery Committee member shall enter any cemetery after the hours or times specified.

~~The cemeteries will be open for interments from sunrise to sunset seven days a week.~~

VI. FEES & PURCHASING PLOTS

1. **Fees.** All fees are set annually by the Board of Selectmen. ~~4~~ All fees or charges for services are payable at the Town Office, except that interment charges may be payable through the Sexton or an approved funeral director, and any foundation charges for monument or marker emplacement may be payable through an approved monument dealer.

- 5 **2. Gratuity.** No gratuity shall be accepted by any Town employee.

- 46 **3. Process.** Persons desiring to purchase lots should: ~~visit the cemeteries where they wish to purchase lots and make a selection with a designated person from the Town.~~

- a. Go to the Town Office and ask for a list of plots available and a map for the cemetery of their choice.
- b. Visit the cemetery and choose the plot(s).
- c. Contact the Cemetery Supervisor at the Town Office with their choice(s).
- d. The Cemetery Supervisor will request that the Sexton check the site to be sure it is not already occupied, and that it is not ledge, and mark the corners of the plot(s) with stakes.
- e. The Cemetery Supervisor will issue a Conveyance Certificate (right to bury human remains or to bury the ashes of a human being ("cremated remains" or "cremains") or to memorialize the human dead in a plot in a Raymond Cemetery) upon the payment in full of the current price for such Conveyance.
- f. Any special rules relating to such plot(s) will be explained and a copy of this Ordinance will be provided.

4. **Payment.** Complete payment of the purchase price for the plot(s) must be made to the Town before any burial or marker placement is permitted. No partial payments will be accepted. Upon full payment for the plot(s) the Grantee will be issued a Conveyance Certificate. The purchase price must be paid in full at the time of purchase and receipt for purchase price will be given to the purchaser at the time. A perpetual care bond should be given or sent to the purchaser by the Town. If the Town gives deeds, this should be done within ten (10) days of the giving of the receipt. The Town will give the purchaser a Conveyance Certificate upon payment in full.

- 32 **5. Violations.** Any person violating any provisions of this Ordinance shall be subject to a

civil penalty of not more than \$100.00, plus attorney's fees and costs, provided that if such violation results in damage to cemetery property, appurtenances, fixtures, or other installations therein, such person(s) shall be subject to a civil penalty of not less than \$100.00 but not more than \$2,500.00, plus attorneys' fees and costs. Each day a violation occurs shall be deemed a separate offense.

6. **Lots.** Any contiguous plots purchased will be considered as 1 lot and will include any identified walkways between plots.

7. **Corner Markers.** Once purchased, the outer corners of a single plot or a lot may be marked with grade level Corner Markers.

VII. OWNERSHIP

29 1. **Descent.** The laws of the State of Maine govern the descent of title to Cemetery lots, as well as other matters relating to their ownership. It is important that, on the death of an owner of a lot, the heirs or devisees of such person should file in the office of the respective Cemetery full proof of ownership for the purpose of correcting the record. Notarized statements as to relationship and certified copies of wills are normally sufficient.

2. **Change of Ownership.** It shall be the duty of the Grantee (or Grantee's descendants or assigns) to notify the Town of any change of address or ownership by inheritance. Any purported change in ownership must be supported by adequate evidence to the satisfaction of the Cemetery Supervisor.

3. **Grantee.** The Grantee "owns" the rights, but does not own the real property, just the right to use one or more specific burial sites in the Cemeteries subject to this Ordinance as well as applicable laws and ordinances.

4. **Repurchase.** All sales of plots are final. The Town has no obligation to repurchase plot(s) from Grantees.

40 5. **Transfer.** Transfer of lots will not be recognized until the Town of Raymond receives notification and satisfactory proof of the transfer. ~~Transfer receipts or deeds if so given may be obtained from the Town Office. A lost or destroyed receipt or deed will be replaced by the certificate, upon request, upon payment of \$5.00.~~

6. **Exchanges.** The Town may, but is not obligated to, allow exchanges of plot(s) for different burial sites within its Cemeteries.

VIII. RULES OF CONDUCT & PROHIBITIONS

8 1. **Mischief.** No person shall destroy, mutilate, deface, injure or remove any tomb, Monument, gravestone, Marker or other structure placed within any cemetery, or any fence, railing or other work for the protection or ornamentation of any tomb, Monument, gravestone, Marker or other structure aforesaid, or any cemetery lot within any cemetery.

40 2. **Substance.** No person shall be in possession of any alcoholic beverage within any Cemetery. No person shall be in possession of or consume any illegal substance within

Cemeteries.

- 41 **3. Solicitations.** Whether charitable, political or otherwise, solicitations are prohibited in any Cemetery.
- 42 **4. Waste.** Only refuse related to cemetery usage may be deposited in a Cemetery's waste containers. No sewerage may be deposited on cemetery grounds.
- 43 **5. Dignity.** No person shall behave in a loud, indecent or disorderly manner or create any unnecessary disturbance. No person shall conduct or participate in any sport, game or contest in any cemetery. 7 Any person visiting the cemeteries shall use only the walks and roadways provided and shall not walk upon or across plots unless necessary where walks or roadways are not provided.
- 44 **6. Pets.** No person shall permit any animal, including dogs, owned by him, in his custody, or under his control within any cemetery unless attached to a leash not longer than eight (8) feet held by the person. Persons walking dogs in the Cemeteries must pick up any of their droppings and dispose of it outside of the Cemeteries and will be strictly liable for any personal harm or property damage caused by the dog.
7. Horses. Horses are prohibited from the Cemeteries except for the purpose of funeral, ceremonial, or memorial functions. Owners are responsible for cleaning up after their horses.
- 45 **8. Firearms.** The bringing of firearms into any cemetery, except by a military escort, is prohibited. The discharging or carrying of weapons of any type, or the hurling of rocks or pellets, or discharging fireworks therein is strictly prohibited. This is not to be construed as prohibiting ceremonial volleys with blank charges by properly supervised honor guards as a tribute to a deceased person if such ceremonial has been previously approved by the Town.
- 23 **9. Prohibited.** No glass jars or breakable flower containers shall be placed on lots. True floral containers, recessed holders and baskets are recommended. No eternal flames or any open flames. No groups organized to protest are allowed with in a twenty five (25) foot radius of Cemetery grounds.
10. Functions. The only group functions that are allowed within the Cemeteries are funerals, burials, memorial services, and educational tours. Other types of functions are not permitted unless permission is sought and granted by the Raymond Town Manager or the Raymond Code Enforcement Officer.

IX. VEHICULAR TRAFFIC

- 9 **1. Control.** Motor cars and vehicles must be kept under complete control at all times.
- 2. Funeral Cortege.** When meeting a funeral cortege, ~~they~~ all vehicles must stop until the procession passes. ~~they~~ All vehicles must not pass a funeral cortege, either stopped or in motion.
- 3. Speed.** Maximum speed limit – 10 45 miles per hour.
- 4. Cemetery Roads.** No vehicle may be driven or parked upon any grave, lot or lawn. Parking

or leaving any vehicle on any road or drive in such a way as to prevent any other vehicle from passing is prohibited.

6. Prohibited:

a. Commercial vehicles that are not directly involved in the business of the Cemeteries are not permitted.

~~10~~ b. No snow machines, four wheelers or bicycles shall be allowed in a cemetery. Snowmobiles, unregistered motor vehicles such as dirt bikes and all-terrain vehicles, and bicycles are prohibited within the Cemeteries except as may be in attendance at funerals.

X. MAINTENANCE & PLANTS

1. General. The general care of the surface conditions of the Cemeteries is the responsibility of the Town and includes cutting the grass, trimming the bushes and trees, and raking and cleaning the grounds. The Town does not assume the responsibility for caring for or planting flowers or ornamental plants, or repairing or replacing Monuments or Markers.

~~17~~ 2. Maintenance. The Town of Raymond reserves the right to enlarge, reduce, replot or change the boundaries or grading of the cemeteries, or a section or sections thereof, from time to time, including the right to modify or change the location of, or remove or regrade roads, drives or walks, or any part thereof, is hereby reserved.

3. Access. The Town Cemeteries reserve to themselves, and to those lawfully entitled thereto, a perpetual right of ingress and egress over lots for the purpose of passing to and from other lots.

~~The substance of this section will appear in the documents conveying cemetery lots.~~

4. Water. The Town also reserves the right to lay, maintain and operated, or alter or change, pipe lines or gutters for water systems and drainage purposes and to use cemetery property, but not inconsistent with the rights of the owners of plots already sold.

~~The right to lay, maintain, and operate, or alter or change, pipe lines or gutters for sprinkler systems and drainage purposes is also expressly reserved, as well as is the right to use cemetery property, not sold to Grantees lot owners, for cemetery purposes, including interment of the dead, or for anything necessary, incidental, or convenient thereto.~~

~~18~~ 5. Damage. All reasonable precautions will be taken to protect lot owners and the property right of lot owners within the cemeteries from loss or damage.

~~22~~ 6. Plantings. The cemeteries will undertake to maintain, as may be practicable, the planting of trees and shrubs to preserve its landscape features, but will not undertake to maintain individual plantings, or urns of plants, unless previously arranged under paragraph 24 Section XI. Perpetual Care.

~~24~~ 7. Removal. The cemeteries Town shall have the right to remove all floral designs, vases, urns, decorations, wreaths, plants, flowers, weeds, trees, shrubs, plants, or herbage of any kinds from the Cemeteries as soon as, in their judgment, they become unsightly, dangerous, and other materials placed in Cemeteries that, in their opinion, become unsightly, dangerous,

detrimental, or diseased, or when they do not conform to the standard maintained in said Cemeteries.

~~25~~ **8. Floral Pieces.** The Cemeteries shall not be responsible for floral pieces, baskets etc. in which or to which floral pieces are placed or attached beyond their acceptance for services held in the Cemeteries, and shall not be responsible for frozen plants, plants damaged by the elements, thieves, vandals or by other causes beyond their control.

~~26~~ ~~The cemeteries reserve the right to remove from lots vases or urns damaged or otherwise not cared for or not filled with plants by June 30th.~~

9. Waste. Individuals who enter the Cemeteries must carry out all waste that they create while in the Cemeteries. Depositing of waste, rubbish, and debris on the grounds of the Cemeteries, or neighboring/adjacent property, is prohibited.

10. Plants. The planting of shrubs (including rose bushes), trees, or any planting of a spreading variety is prohibited.

XI. PERPETUAL CARE

1. Trust Funds. The full purchase price of a plot(s) shall be added to the Town's Cemetery Trust Funds. The principal of the Cemetery Trust Funds is nonrefundable and must remain intact in trust in perpetuity for the care of the Cemeteries. It shall be invested and a prudent portion of the net income and appreciation from this Fund shall be applied annually by the Town's Finance Director to the operating costs of the Cemeteries.

~~24~~ **2. Services Provided.** Perpetual Care includes keeping the turf even and in good condition, the grass properly cut and the present trees and shrubs, as duly authorized, trimmed. The proper care and cleaning of all granite, stone, marble, or bronze structures on the lot at the time care is assumed, as well as any future erections expressly specified, but does not include replacement of any such structures.

~~Lot owners desiring additional care of their lots may arrange for such care with the Town of Raymond who will be glad to give an estimate of the cost of the work desired. This care may be provided for any annual payments made by the lot owner or by the establishment of a Trust Fund under such agreement as may be determined between the said parties.~~

3. Management. All Perpetual Care Trust Funds held by the Town of Raymond, whether Trust or Perpetual Care will be invested by the Town of Raymond as provided by law (MRSA Title 13, Section 1223) and will be expended only as provided by the Trust of Perpetual Care Agreement.

XII. BURIAL REQUIREMENTS

1. Timing. Cemeteries shall be open for interments at the discretion of the Sexton.

2. Notification. Prior to the interment, Grantees or their heirs or representatives are required to provide the Cemetery Supervisor a written communication as to the location of the burial, including the name and date of death of the decedent.

3. Directors. A funeral director must be with all funerals entering the cemeteries and the funeral director is responsible for ensuring that the participants of the funeral abide by this Ordinance. The funeral director must present the necessary burial permit from the Town Clerk to the Town employee in charge of the burial.

22 4. Grave Liners. In order to maintain a high standard of care and to eliminate sunken graves caused by the collapse of wooden boxes, all burials must be made in outside containers constructed of natural stone, or of metal, or of reinforced concrete, or approved synthetics. All such containers must be made and installed so as to meet the specifications established by the Board of Selectmen. Outside containers may be procured from any source provided they meet the established specifications.

23 5. Limits. No interment of two (2) or more bodies shall be made in one (1) grave plot, except in the case of a mother or father and a child, or two (2) infants, buried in one casket (or two caskets if small enough to fit within the burial space), or up to eight (8) cremated remains with no full burial, or one (1) full burial and one (1) cremation. Further variation may be made in the case of cremations within family lots subject to the placing of markers and upon prior approval from the Town.

24 6. Interment. When an interment is to be made in a plot, the location shall be designated by the ~~lot owners~~ Grantee or his representative. If this is not done, the Cemeteries reserve the right to make the interment in a location designated by the Town. The Town shall not be responsible for errors from telephone information etc.

25 7. Disinterment. Once an interment has been made, graves will be opened only by officials and employees of the Town assigned to the cemeteries or when the cemetery is directed to make disinterment by an order of the court of competent jurisdiction and a certified copy has been filed with the Town. The Town will be limited to opening of the grave only. Disinterment must be made by the person authorized to do so.

8. Animals. No Animals domestic or wild will be interred in the Cemeteries.

9. Cremains. Each cremain burial will be required to at least have a grade level name Marker placed on top of the site.

XIII. MONUMENTS & MARKERS

27 1. Size and Number. The ~~owner~~ Grantee(s) of any one (1) plot shall have the right to erect thereon any proper ~~stone or Monument~~ or Marker upon authorization by the Town. Only one (1) Monument no larger than a thirty-six (36) inch base shall be permitted on a plot, which must be located in the ~~center or center rear of the plot~~, unless special permission is granted by the Town for placing otherwise. Only one (1) individual Marker per grave burial is allowed in any of the Cemeteries. ~~In certain areas, however, a monument and individual headstones are permitted.~~ In the case of a Grantee(s) owning multiple contiguous plots, a single Monument no larger than a sixty (60) inch base shall be permitted in the center of the lot and must be approved by the Cemetery Supervisor and Sexton.

28 2. Material. No monument or other structure on a lot above ground shall be constructed of other than cut marble, granite, natural stone, or real bronze. ~~The monument shall not exceed~~

a base size from end to end of sixty percent (60%) of the width of the lot.

- 28 **3. Foundations.** No stone, Monument, tomb, vault, or other superstructure shall be erected until a suitable foundation is laid. All foundations shall be not less than four (4) feet in depth. All tombs, mausoleums, or vaults constructed after the effective date of this Ordinance shall have such provisions made for perpetual care as is adequate in each case.
4. **Placement.** All monuments must be placed such that they face the same direction as the surrounding stones. In most Cemeteries the stones in a row face the nearest road.
5. **Boundaries.** On and after the effective date of this Ordinance, no lot or grave shall be defined by a fence, rail, curb, hedge, trees, or shrubs, or enclosure of any description for the purpose of defining its ~~corner~~ boundaries. Boundaries that existed prior to the adoption of this rule on March 18, 2000, around burial sites may be maintained as a boundary, but no one is allowed to add to or replace them. Grade level corner markers are permissible.
6. **Repair.** Monuments and Markers erected by Grantees shall be maintained in a safe condition by the Grantee (including heirs and assigns), and the repair and replacement of same, after damage from any cause, shall be at the expense of the Grantee. Notwithstanding the primary maintenance responsibility of the Grantee, the Town may, at its sole discretion, undertake to clean and/or repair Monuments and Markers and to resolve safety concerns.

Motion to recommend Article 5 as written by Selectman Bruno. Seconded by Selectman Gifford. **Unanimously approved.**

ARTICLE 6: Shall a new Finance Ordinance be adopted?

DESCRIPTION:

Town staff is recommending this ordinance be adopted. Currently the Select Board annually approves a policy to allow one (1) member of the Select Board to approve and sign the weekly Payroll Warrant. This ordinance would make this annual policy unnecessary. All other Treasurer Warrants would still require a majority of the Select Board members to approve and sign in order to disperse funds.

FINANCE ORDINANCE

Adopted June 5, 2018

I. Payroll Warrants

- A. **Purpose.** To allow at least one (1) of the municipal officers to review, approve, and sign the treasurer's payroll warrants.
- B. **Delegation of Authority.** At least one (1) of the municipal officers (selectmen), acting on behalf of the full board of municipal officers, to review, approve, and sign municipal treasurer's disbursement warrants for employee wages and benefits (pursuant to 30-A MRSA § 5603 (2)(A)(1)).

- C. **Majority Power.** This ordinance is in addition to, not in lieu of, majority power. Nothing in this ordinance is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for payroll and for accounts payable.

Motion to recommend Article 6 as written by Selectman Bruno. Seconded by Selectman Gifford.
Unanimously approved.

ARTICLE 7: Shall the Jones Beach 1, Jones Beach 2, and Jones Beach Parking Ordinances be repealed and a new Raymond Beach Ordinance be adopted in their place?

DESCRIPTION:

Town staff is recommending the following changes to bring the ordinance up-to-date with current names, use, and practices.

~~JONES BEACH 1~~

~~March, 1970~~

~~Accept the use of Jones Beach for use by the Town's people and the Raymond Recreation Swim Program providing the Town have insurance coverage. A curfew is to be as follows: The Beach will be closed from 10:00 p.m. to 6:00 a.m.~~

~~JONES BEACH 2~~

~~May, 1984~~

- ~~1. Raymond Residents only – enforced.~~
 - ~~2. A responsible adult will be hired to monitor Beach during peak hours of 10:00 a.m. to 4:00 p.m. Person will also maintain Beach.~~
 - ~~3. Beach area and restrooms will be properly maintained daily.~~
 - ~~a. Rake Beach;~~
 - ~~b. Dispose of rubbish;~~
 - ~~c. * Clean restrooms, replace supplies.~~
 - ~~4. Permits to be checked. Vehicles will be towed when necessary.~~
 - ~~5. No vendors allowed on Beach or in area.~~
 - ~~6. Non-resident groups strictly forbidden on Beach and areas surrounding.~~
 - ~~7. No dogs allowed in Beach area.~~
 - ~~8. Alcoholic beverages and any other intoxicating influences strictly forbidden.~~
 - ~~9. No lifeguard on duty.~~
 - ~~10. No water craft on the Beach.~~
 - ~~11. Closed at 10:00 p.m.~~
 - ~~12. Non-residents may have use of ramp at Crescent Beach as long as vehicles and trailers are removed from Beach area.~~
- ~~*Not available at Crescent Beach.~~

~~JONES BEACH PARKING~~

~~May, 1984~~

~~Restrict parking within ten feet (10') of tarred roadway and declare an area two hundred feet (200') on both sides of Route 302 from the Jones Beach (to include the Jones Beach area) area which is to be closed to parking and no parking signs shall be posted accordingly.~~

Raymond Beach Ordinance

Adopted June 5, 2018

HISTORY

- March 14, 1970, Town Meeting Article 51, the Town of Raymond voted to accept the use of "Jones Beach".
- May 19, 1984, Town Meeting Article 23, the Town of Raymond voted to adopt rules for use of "Jones Beach" and Crescent Beach. Also, in Article 24, the Town voted on parking restrictions.
- March 18, 2000, Town Meeting Articles 11 and 12, the Town of Raymond voted to execute a long-term agreement and a license agreement with Maine Department of Transportation and Maine Department of Inland Fisheries and Wildlife for the "Jordan Bay boat launch and beach area" which includes the responsibility for ongoing management and operation of the facility.
- June 6, 2000, the Board of Selectmen voted to change the name of the beach facility to "Raymond Beach."
- August 2000, the parking area and boat launch opened, but the beach was not opened until the Summer of 2001.
- 2002, Lighting was added to the parking lot.

OWNERSHIP & MANAGEMENT

- Maine Department of Inland Fisheries and Wildlife – Owner
- Town of Raymond – Ongoing management and operation of the facility

RULES

- The Town Manager shall be responsible for setting the rules for the use of the facility.
- The rules shall be posted at Raymond Beach.

PARKING

- Restrict parking within ten feet (10') of paved roadway and declare an area two hundred feet (200') along Route 302 on both sides of the road which is to be closed to parking and marked with signage.

Motion to recommend Article 7 as written by Selectman Bruno. Seconded by Selectman Gifford.
Unanimously approved.

ARTICLE 8: Shall Articles 6 and 7 of the Raymond Massage Establishment Ordinance, as adopted May 15, 1993, be amended by adding the underscored language as shown below?

DESCRIPTION:

In reviewing the Miscellaneous Ordinances it was found that the Expiration Date and "on or after" date had been left blank when the Massage Establishment Ordinance was adopted.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

**ARTICLE II
LICENSES**

Section 12. Term of License._

Licenses issued pursuant to this Ordinance shall be for a term of no more than one year and shall expire annually on December 31st.

Section 14. Applicability to Pending Applications.

Notwithstanding anything to the contrary in 1 M.R.S.A. §302, the provisions of this Ordinance shall apply to any application or request to operate a massage establishment submitted to the Town of Raymond or to any of its officers or employees on or after May 15, 1993.

Motion to recommend Article 8 as written by Selectman Bruno. Seconded by Selectman Olsen.
Unanimously approved.

ARTICLE 9: Shall Section VI, Subsections D and F of the Raymond Peddler's Ordinance, as adopted May 21, 1994, and amended through June 4, 2013, be further amended by adding the underscored language and deleting the strikethrough text as shown below?

DESCRIPTION:

These changes are simply to correct typographical errors.

Section VI. Application:

D. No peddler's license shall be issued for the sale of goods on private property located ~~withing~~ within sixty-five feet (65') of any fixed-based retail establishment offering the same

substantially similar good, unless the owner of the fixed-base retail establishment is also the peddler's license applicant.

- F. Licenses shall be issued annually on May 1st, or the first business day thereafter. Applications shall be submitted no later ~~that~~ than April 1st. If there are more than two qualified applicants, licenses shall be selected by ~~by~~ staff through a lottery, prior to recommending license approvals to the Board of Selectmen.

Motion to recommend Article 9 as written by Selectman Bruno. Seconded by Selectman Gifford.
Unanimously approved.

ARTICLE 10: Shall the Raymond Racing Boat Ordinance be repealed?

DESCRIPTION:

This ordinance is outside the jurisdiction of the Town of Raymond.

~~RACING BOATS~~

~~Prohibit, within the Town boundaries the use of outboard racing motors; also outboard motors on which exhaust manifolds have been altered from the manufacturers basic design; also inboard motors not exhausted through water muffled tubes to reduce exhaust noise.~~

Motion to recommend Article 10 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 11: Shall Article II, Section 11 of the Raymond Regulating Persons and Establishments Providing Services Similar to Massage Therapy Ordinance be amended by adding the underscored language as shown below?

DESCRIPTION:

In reviewing the Miscellaneous Ordinances it was found that the Expiration Date had been left blank when the Regulating Persons and Establishments Providing Services Similar to Massage Therapy Ordinance was adopted.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE II. LICENSES

Section 11. Term of License.

Licenses issued pursuant to this Ordinance shall be for a term of no more than one year and shall expire annually on December 31st.

Motion to recommend Article 11 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 12: Shall Article II, Section 2.1 of the Raymond Special Amusement Ordinance as adopted May 15, 1993, be amended by adding the underscored language and deleting the strikethrough text as shown below?

DESCRIPTION:

This change is simply to correct a typographical error.

[Note: The use of the word "Article" within the ordinance does not indicate a separate warrant article.]

ARTICLE II
GENERAL

Section 2.1 Permit Required.

No licensee for the sale of liquor to be consumed on his licensed premises shall permit, on his licensed premises, any music, except, radio or other mechanical device, any dancing or entertainment of any sort unless the licensee shall have first obtained ~~from~~ from the municipality in which the licensed premises are situated a special amusement permit signed by at least a majority of the municipal officers.

Motion to recommend Article 12 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 13: Shall the Raymond Town Bodies Ordinance as adopted March 1980, and amended through March 1982, be further amended by adding the underscored language and deleting the strikethrough text as shown below?

DESCRIPTION:

The following changes are to bring the ordinance up-to-date with current labels and practices.

TOWN BODIES BOARDS, COMMITTEES, & COMMISSIONS MEMBERSHIP

Adopted March 1980
Amended March 1982
Amended June 5, 2018

Purpose. This Ordinance shall govern the membership of the boards, committees and commissions of the Town of Raymond specified herein.

Elected Officials. No person shall hold more than one elective office of the Town, i.e. as a member of the Board of Selectmen, the ~~School Board~~ RSU #14 Board of Directors or the Budget and Finance Committee, ~~and no~~ No person holding one such elective office shall be a voting or associate member of the Zoning Board of Appeals, ~~or the Planning Board or the Finance Committee~~ of the Town of Raymond. However, a person holding an elective office may serve as a non-voting, ex-officio member of any body as otherwise specifically provided by ordinance ~~***~~ and may serve as the moderator at any Town Meeting. ~~***~~

~~*** = Added by vote of Town Meeting March 1982.~~

Membership on Multiple Appointed Bodies. No person shall be a voting or associate member of more than one of the following Town bodies: the Zoning Board of Appeals, ~~or the Planning Board or the Finance Committee~~, but a member of any such body may be a member of any other appointed body of the Town.

Conflict of Interest. ~~All members will abide by the rules for Conflict of Interest pursuant to 30-A MRSA §2605. No member of any board, committee, or other such body of the Town shall vote upon any matter in which he has a personal interest or other conflict of interest.~~

Motion to recommend Article 13 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

4) New Business

- a) Consideration of Adding Second Side to Town Office Electronic Sign – Teresa Sadak, Select Board Chair

Chairman Sadak – We talked about this at the first joint meeting with the Budget-Finance Committee. I had it added as an agenda item for tonight's meeting. I think that we can decide to take the money out (*of contingency*) if we decide to do it.

Town Manager Willard – In the ePacket you have a quote from Neocraft Signs for the 2nd side of the sign in the amount of \$21,520.60 to rebuild the top and to add the second electronic panel.

Town Clerk Look – I have asked for a quote to angle the electronic panel so it is at the same angle to the road as the front.

Town Manager Willard – When we first envisioned the sign we did not think the visibility would be good, but citizens have said that it is incomplete without the 2nd side and the sightlines do appear to be sufficient. This is information we did not have for the original vote and approvals.

Public Works Director White – The sign is skewed and the sign will look funny if you are not looking at it properly. The top will be fine as it because it is simply a sign.

Town Manager Willard – It is only off a few degrees, but it bothers me that it is not square with the road.

Public Works Director White – The other option is to take the sign down and reset it. It is a lot of work. We placed the new sign where the old sign was. The new sign has metal plates at the bottom. We would unbolt them, move the sign out of the way. Pull

the concrete columns out, reorient it, put the concrete back in, and reset the sign.

Town Manager Willard – I think before we did anything we would want to look at both options to see what is more aesthetically pleasing and more cost effective.

Selectman Bruno – Have we taken any money out of contingency?

Finance Director Ricker – No.

Selectman Bruno – We have a quote, but it would be more to dig up the sign.

Selectman Olsen – So, if we were to say no more than \$27,000 would we be OK?

Selectman Bruno – I was going to say \$30,000 to give them some leeway.

Town Manager Willard – I don't think we will need \$30,000.

Motion to appropriate up to \$30,000 from the Selectmen's Contingency fund to straighten the sign and add the second side to the Town Office Electronic Sign by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

b) Quit Claim Deeds – Sue Carr, Tax Collector

Owner	Map-Lot	Location
Richard K & Constance Layman	068-017	30 Papoose Island Road
30 Papoose Associates LLC		
Deep Cove Shores Realty Trust Michael R Hugo, Trustee	060-006	Deep Cove Road (land only)

Motion to approve Quit Claim Deed for Richard K & Constance Layman on 30 Papoose Island Road by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

Motion to approve Quit Claim Deed for 30 Papoose Associates LLC on 30 Papoose Island Road by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

Motion to approve Quit Claim Deed for Deep Cove Shores Realty Trust, Michael R Hugo, Trustee, on Deep Cove Road by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

Chairman Sadak – I had asked Sue for an update on the properties where the taxes were behind by \$5,000 or more. Sue has been doing good with getting them to pay.

Tax Collector Carr – I have 5 foreclosures that are more than \$10,000. They all have payment arrangements. I have asked them for update contact information. Most have returned the information to me. Connolly has contacted me and will be sending payments, I know her property is now in the court system. Tomorrow I meet with Jeffrey Cox (owns the Engine works). He makes \$850 payments and still owes over \$30,000 after 5 years. I am going to let him know that the payment has to be

increased.

Selectman Bruno – When we started this payment stuff we said that they needed to make payments to be caught up in 5 years.

Tax Collector Carr – Mr Cox has 4 years of outstanding taxes after tomorrow's meeting he will be making larger payments.

Chairman Sadak – One issue that Sue is having is that there is 1 property where there are 2 people's names on it and she is having a hard time finding that second person.

Tax Collector Carr – There is 1 property where the owners are not making regular payments for the last 6 years and still owe over \$12,000. This property had 2 owners, the dad gave it to his son, the dad is in a nursing home. When the property changed hands to the son they were supposed to pay all back taxes and did not.

Selectman Bruno – So the deed is in the son's name without paying the taxes owed?

Tax Collector Carr – Yes. I don't understand how that happened. The situation there is not the best situation. A few years ago the Fire Department checked on them. They have a trailer on the property, but they prefer to live in the garage.

Selectman Bruno – This is where it gets sticky. You don't want to throw people out of their homes, but you also want people to pay their taxes.

Chairman Sadak – Sue does a lot to get these people to pay, but at this point we need to give Sue some parameters of when to go to the next step. This property we are discussing now owes \$13,000.

Tax Collector Carr – They are a number of years in arrears.

Chairman Sadak – Where do we want to go next.

Selectman Bruno – If they pay something each month, I can work with that. If they don't pay anything I have a problem with that and I think we need to go to the next step.

Chairman Sadak – When is the last time they made a payment?

Tax Collector Carr – I do not know off the top of my head. A couple of months. I do know that the son does not work in the winter time. He has seasonal employment.

Selectman Olsen – We have a lien on it, so if he tried to sell it we would get our taxes. I would continue the dialog with the son to make sure that the payments will start again when he starts working.

Tax Collector Carr – The son has made the payments, but I do not know where the money comes from. I have not seen the mother in quite some time. There is another who owes \$29,000 and I sent a letter that we need to up his payments from \$750. The annual tax bill is \$5,000. He is making progress, but it is slow. The further behind they get the more the interest compounds. I have 1 just below \$10,000 and she makes regular payments and is trying to sell.

Selectman Bruno – The only 1 I have a problem with is where they are making no payments.

Tax Collector Carr – There are 2 where there have not been regular payments.

Selectman Bruno – It is with those 2 that you need to start the process. When they realize they could lose their house they may start making payments. See if this will entice them to come in. If not, start the process.

- c) Approve Warrant Articles for Annual Town Meeting, June 5, 2018

Town of Raymond
June 5, 2018
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 meet at the Jordan-Small Middle School gymnasium in said town on Tuesday, June 5, 2018 at 6:00 P.M., then and there to act on Articles 1 through 48 as set out below.

The continuation of said meeting will be held at the Jordan-Small Middle School gymnasium in said town on Tuesday, the 12th day of June, A.D. 2018, at seven o'clock in the forenoon, then and there to act upon by secret ballot on Article 49 as set out below, the polling hours thereof to be from seven o'clock in the forenoon until eight o'clock in the evening.

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

BEGINNING OF ORDINANCE CHANGES

END OF ORDINANCE CHANGES

ARTICLE 14: To see if the Town will vote, pursuant to 23 M.R.S.A. §2953, that orders of the municipal officers with respect to the closing of roads to winter maintenance shall be a final determination.

Motion to recommend Article 14 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

***** Budget Warrant Begins *****

ARTICLE 15: To see if the Town will vote to authorize the Selectmen 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 Selectmen, 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.

Motion to recommend Article 15 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 16: To see what date taxes will be due and to set an interest rate for unpaid amounts.

The Select Board recommends 1st half to be due October 31, 2018 and 2nd half to be due April 30, 2019 with interest at eight percent (**8%**) on any unpaid balances.

Motion to recommend Article 16 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 17: To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at eight percent (**8%**) for the fiscal year.

Motion to recommend Article 17 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 18: To see if the Town will vote to authorize the Board of Selectmen to dispose of Town owned personal property with value not to exceed **\$35,000**.

Motion to recommend Article 18 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 19: To see if the Town will vote to authorize the Selectmen to appropriate from undesignated fund balance (surplus) as they deem advisable to meet the unanticipated needs of the community that occur during the fiscal year and/or to adjust the tax rate as the Selectmen deem advisable an amount not to exceed **\$75,000**.

Motion to recommend Article 19 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 20: To see if the Town will authorize the Selectmen, for the fiscal year 2018 - 2019, to transfer funds between appropriation accounts as long as the grand total of all appropriations is not exceeded. Any such transfers to be approved only at a properly called public meeting of the Selectmen.

Motion to recommend Article 20 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 21: 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.

Note of explanation – Three examples of when the use of Town employees and equipment may be necessary:

- A. Tying in work done on a public road that intersects a private road;
- B. Plowing snow on a private road to clear the way for emergency response apparatus; and
- C. In rare or emergency situations, maintaining private roads for school bus access to special education students as deemed necessary.

Motion to recommend Article 21 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 22: To see if the Town will vote to 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.

Motion to recommend Article 22 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 23: To see if the Town will vote to appropriate **\$251,412** from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2018 - 2019 projects proposed in the Tax Increment Financing District Development Program.

Motion to recommend Article 23 as written by Selectman Bruno. Seconded by Selectman Olsen.

Chairman Sadak – There was some question about the \$1,000 for the Hawthorne House at the joint meeting.

Unanimously approved.

ARTICLE 24: To see if the Town will vote to raise and appropriate \$470,852 for the Administration account.

Motion to recommend Article 24 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 25: To see if the Town will vote to raise and appropriate \$36,419 for the Employee Compensation and Training account.

Motion to recommend Article 25 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 26: To see if the Town will vote to raise and appropriate \$73,540 for the Assessing account.

Motion to recommend Article 26 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 27: To see if the Town will vote to raise and appropriate \$93,900 for the Code Enforcement Department account.

Motion to recommend Article 27 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 28: To see if the Town will vote to raise and appropriate \$21,820 for the Town Hall account.

Motion to recommend Article 28 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 29: To see if the Town will vote to raise and appropriate \$179,271 for the Technology Department account.

Motion to recommend Article 29 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 30: To see if the Town will vote to raise and appropriate **\$2,000** for the Community Development account.

Motion to recommend Article 30 with the amount of \$0.00 by Selectman Bruno. Seconded by Chairman Sadak.

Chairman Sadak – This is \$1,000 for the bus and \$1,000 for SMAA.

Selectman Olsen – If we do this, then the article does not exist any more?

Town Clerk Look – Correct.

Selectman Olsen – I still have some feelings that even though there are not many using the bus there is some potential advantage to that bus, and we should put some money into it. They need to adjust pickup points in Raymond – where the elderly home is for example or somewhere else that is easier for people. This gives us a seat at the table.

Selectman Bruno – I do not like their pricing of \$3 per ride regardless of where they get on.

Chairman Sadak – Every year we have said that the pricing needs to change. I don't see it being utilized and Alice said that people can't get to the bus stops. They seem to be able to get to the Town Office. I do not see that there has been any change in the 4 years.

Selectman Olsen – They have not addressed our concerns. Dropping the support should get them to ask how to bring the number back up.

Selectman Gifford – I agree with Rolf. We are not looking at the future here.

Motion to amend Article 30 to have \$1,000 for the RTP bus by Selectman Olsen. Seconded by Selectman Bruno.

Chairman Sadak – What if they make no changes next year? It is their responsibility to possibly change the stops and to make a pitch next year to us.

Selectman Olsen – Then maybe we don't support them.

Amendment unanimously approved.

Motion as amended unanimously approved.

ARTICLE 31: To see if the Town will vote to raise and appropriate \$790,210 for the Fire/Rescue Department account.

Motion to recommend Article 31 as written by Selectman Bruno. Seconded by Selectman Olsen.

Chairman Sadak – I have a problem with the band-aid.

Selectman Olsen – I would make a secondary motion that the FD come to the BOS with a plan for employee retention within 90 or probably 120 days. This is separate from the article.

Selectman Bruno – Did you see the legislature passed \$1,000,000 for training and retention of Fire Fighters. This may not be funded and could be all for show.

Selectman Olsen – If we just simply approve that as it is then it is just a band-aid.

Chairman Sadak – I don't think we can compare ourselves to Windham or Yarmouth.

Selectman Bruno – I don't think we need a second motion. The Town Manager just wrote it down to come back in 120 days with a plan.

Unanimously approved.

ARTICLE 32: To see if the Town will vote to raise and appropriate \$19,229 for the Animal Control account.

Motion to recommend Article 32 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 33: To see if the Town will vote to raise and appropriate \$757,873 for the Public Works account.

Motion to recommend Article 33 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 34: To see if the Town will vote to raise and appropriate \$332,008 for the Solid Waste account.

Motion to recommend Article 34 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 35: To see if the Town will vote to raise and appropriate \$35,345 for the Cemeteries account.

Motion to recommend Article 35 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 36: To see if the Town will vote to raise and appropriate \$19,000 for the Parks & Recreation account.

Motion to recommend Article 36 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

Motion to reconsider by Selectman Bruno (who voted on the prevailing side of the original motion). Seconded by Selectman Olsen.

Unanimously approved.

Motion to recommend \$17,000 for Article 36 by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 37: To see if the Town will vote to raise and appropriate \$60,500 for the Raymond Village Library.

Motion to recommend Article 37 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 38: To see if the Town will vote to raise and appropriate \$8,000 for the General Assistance account.

Motion to recommend Article 38 as written by Selectman Bruno. Seconded by Selectman Gifford.

Finance Director Ricker – The trend lately is that we are paying more for rent lately. We are reimbursed at a rate of 70%.

Unanimously approved.

ARTICLE 39: To see if the Town will vote to raise and appropriate **\$525,057** for the Insurance and Employee Benefits accounts.

Motion to recommend Article 39 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 40: To see if the Town will vote to raise and appropriate **\$329,400** for Debt Services.

Included are:

2013 Public Works Road Construction Bond Payment	\$ 228,000
2015 Bond Payment	\$ 101,400

Motion to recommend Article 40 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 41: To see if the Town will vote to raise and appropriate **\$570,000** for the Capital Improvement Program.

Included are:

Public Works Equipment Reserve	\$ 215,000
Public Works Paving/Road Reserve	\$ 245,000
Municipal Facilities Improvements	\$ 35,000
Fire Department Equipment/Facilities	\$ 75,000

Motion to recommend Article 41 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 42: To see if the Town will vote to appropriate all of the money received from the State for snowmobile registrations to the Raymond Rattlers Snowmobile Club for the maintenance of their network of snowmobile trails, on condition that those trails be open in snow season to the public for outdoor recreation purposes at no charge, and to authorize the municipal officers to enter into an agreement with the Club, under such terms and conditions as the municipal officers may deem advisable, for that purpose.

Motion to recommend Article 42 as written by Selectman Bruno. Seconded by Selectman Olsen.

Motion to amend Article 42 not to exceed \$2,000 and to reduce Article 36 by \$2,000 so the snowmobile monies will only be in one article by Selectman Olsen. Seconded by Selectman Bruno.

Unanimously approved.

Motion unanimously approved as amended.

ARTICLE 43: 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.), the Employee Compensation Account, and the Technology salary line.

Motion to recommend Article 43 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 44: To see if the Town will vote to raise and appropriate **\$741,881** for the County Tax account.

Motion to recommend Article 44 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 45: To see if the Town will vote to appropriate the total sum of **\$1,526,596** 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.

Motion to recommend Article 45 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 46: 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, 2018 and any other funds provided by any other entity included 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 (BETE) Reimbursement
- State Grant or Other Funds

Motion to recommend Article 46 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 47: To see if the Town will vote to authorize Town Staff to make application for and execute any documents related to a grant; and to authorize the Select Board to accept or reject grants, donations and/or gifts of money to the Town of Raymond; and to authorize the expenditure of monies awarded, donated and/or gifted for the purposes specified in the grant, donation, and/or gift.

Motion to recommend Article 47 as written by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

ARTICLE 48: To see if the Town will vote to appropriate from undesignated fund balance (surplus) a sum not to exceed **\$470,000** for the purchase of plow trucks.

Motion to recommend Article 48 as written by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved.

ARTICLE 49: To elect one (1) Selectman, for a three-year term; three (3) members for the Budget-Finance Committee, for three-year terms; one (1) member of the Budget-Finance Committee, for a two-year term; and one (1) member for the RSU School Board of Directors, for a three-year term.

Selectman Bruno – I want to thank Don, Cathy, Sue and the entire staff. This is one of the best budgets in my 12 years of being here.

d) Appointment of Election Clerks – Sue Look, Town Clerk

Party	First Name	Surname	Address 1	Address 2	City St Zip
D	Susan	Accardi	129 Deep Cove Rd	PO Box 928	Raymond ME 04071
D	Rachel A.	Akins	82 Myron Hall Rd		Raymond ME 04071
D	Robert	Akins	82 Myron Hall Rd		Raymond ME 04071
R	Linda	Alexander	1 Pine Lane		Raymond ME 04071
D	Janice	Bancroft	244 Meadow Rd	PO Box 896	Raymond ME 04071
D	Abel	Bates	1 Cape Rd		Raymond ME 04071
R	Kathleen	Bent	5 Shore Rd		Raymond ME 04071
R	Shirley	Bloom	26 Sebago Rd		Raymond ME 04071
D	Alice	Bredenberg	PO Box 655		Raymond ME 04071
R	Marie	Connolly	10 Chickadee Ln		Raymond ME 04071
D	Sandra	Crowell	352 Raymond Hill Rd		Raymond ME 04071
D	Deborah	Eastman	PO box 129		Raymond ME 04071
R	Natalie	Foss	4 Brown Rd		Raymond ME 04071
R	Greg	Foster	29 Ledge Hill Rd		Raymond ME 04071
D	Deborah	Gideon	179 Raymond Hill Rd		Raymond ME 04071
D	Janice	Gower	9 Oxview Lane		Raymond ME 04071
D	Susan	Hamilton	PO Box 845		Raymond ME 04071
R	Anita	Holmquist	P O Box 354		Raymond ME 04071
U	Jane	Hubbell	5 Kristin Ln		Raymond ME 04071
D	Ellen	Huber	19 Pulpit Rock Rd		Raymond ME 04071
D	Elisabeth	Lachance	20 Long Dr		Raymond ME 04071
U	Susan	Lawler	19 Medawisla Ln		Raymond ME 04071
R	Louise	Lester	PO Box 346		Raymond ME 04071
D	Joyce	Long	470 Webbs Mills Rd		Raymond ME 04071
U	Susan	Lowberg	9 Elizabeth Ave		Raymond ME 04071
R	Carol	Meador	24 Sloanes Cove Rd		Raymond ME 04071
U	Cindy	Merriman	4 Vogel Rd		Raymond ME 04071
D	Justin	Miller	68 North Raymond Rd		Raymond ME 04071
R	Irene	Morris	6 Kings Grant		Raymond ME 04071
D	Martha	Morrison	718 Webbs Mills Rd		Raymond ME 04071
R	Roberta	Morton	9 Mill St	PO Box 809	Raymond ME 04071
D	Christopher	Mulvihill	63 Gore Rd		Raymond ME 04071
D	Elizabeth	O'Donal	c/o Patricia Kramer	93 Pipeline Rd	Raymond ME 04071
D	Barbara	O'Neill	67 Spring Valley Rd		Raymond ME 04071
R	Steve	Phillips	154 Cape Rd		Raymond ME 04071
U	Mary	Picavet	3 Arbor Woods Rd		Raymond ME 04071
U	Alice	Richards	15 Oakledge Rd		Raymond ME 04071
D	Karen	Sanford	222 Mountain Rd		Raymond ME 04071
R	Joanne	Stinson	51 Haskell Rd		Raymond ME 04071

Motion to appoint as presented by Selectman Bruno. Seconded by Gifford.

Unanimously approved.

5) Public Comment

Anne Gass – I am running for SR 67. I am running as an independent, clean-elections candidate. I feel like there are so many votes that go along the party lines and I want to help us move forward. I am a 30-year resident of Gray and have been active in Town Government. I work as a consultant for municipal grant writing and policy writing. I look forward to meeting voters as I go door to door. I am running unopposed as an independent and will be on the ballot in November.

Marshall Bullock – I want to clarify Article 25, the one to bring the merit pay pool back up to \$55,000. Will this be done each year to keep the total \$55,000?

Town Manager Willard – Performance reviews occur each year and we do not know how much we will spend each year. There could be a year where there is enough left in the reserve and we would not need to appropriate.

6) Selectman Comment

Selectman Olsen – The budget hearings are a reminder to people to keep an eye on the School Budget. We are looking at an increase there even though we have kept our spending down and should have a decrease. We have very little say about the School Budget. People need to attend the vote on May 23rd and on June 12th.

Chairman Sadak – This year we are paying a lower percentage of the school budget and still the money to be raised and appropriated is probably going up. This is crazy spending on the RSU. I got a letter from a lady in town. She said, “Thank you.” She is asking the town to stand strong on this. I have also gotten emails. I thank you for speaking up and ask that you also send messages to our RSU representatives – Diana Froisland, Janis Cummings, and Anna Keeney.

Selectman Bruno – When I got on the Select Board the mill rate was \$11.40 and now it is \$12.30. Over the course of 12 years it has gone up less than a \$1. The Select Board and the Budget-Finance Committee has worked hard to keep this down. We have less kids in the school and are paying more.

7) Town Manager's Report and Communications

a) Confirm Dates for Upcoming Regular Meetings

- May 15, 2018
- June 19, 2018

b) Reminder of Upcoming Holiday Schedule

- Monday, May 28th – Memorial Day

c) Reminder of Upcoming Town Meeting & Election Schedule

- April 13, 2018 – Nomination Papers Due Back by 4pm
 - 1 seat on Select Board for 3 years
 - 3 seats on Budget-Finance Committee for 3 years
 - 1 seat on Budget-Finance Committee for 2 years
 - 1 seat on RSU #14 Board of Directors for 3 years
- May 23, 2018 – RSU #14 Budget Vote – Windham High School at 6pm
- June 5, 2018 – Annual Town Meeting – Jordan Small Middle School Gym at 6pm
- June 12, 2018 – Gubernatorial Primary, Municipal Elections, RSU #14 Budget Validation Vote – Jordan Small Middle School from 7am to 8pm

8) Treasurer's Warrant

Motion to approve Treasurer's Warrant dated April 10, 2018, for a total of \$142,577.79 by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved.

9) Executive Session TAKEN OUT OF ORDER

a) Executive Session to consult with the Town Attorney pursuant to 1 MRSA §405 (6)(E)

Motion to enter executive session at 6:30pm by Selectman Bruno. Seconded by Olsen.

Unanimously approved.

Motion to leave executive session at 6:57pm by Selectman Bruno. Seconded by Olsen.

Unanimously approved.

10) Adjournment

Motion to adjourn at 8:26pm by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved.

Respectfully submitted,

Susan L Look, Town Clerk