



**BOARD OF SELECTMEN
Minutes**

March 28, 2023

6:30pm – Special Budget Meeting

At Broadcast Studio & Via Zoom

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

Select Board members in attendance: Rolf Olsen, Joe Bruno, Teresa Sadak, Lawrence Taylor, Samuel Gifford

Select Board members absent: none

Town Staff in attendance:

Don Willard – Town Manager
Charisse Keach, Finance Director
Cathy Gosselin, HR Officer
Alex Sirois – CEO
Chris Hanson – Assistant CEO
Joe Crocker – Parks & Rec Director
Nathan White – Public Works Director
Bruce Tupper – Fire Chief
Lee O'Connor – Deputy Fire Chief
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

a) March 16, 2023

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

Unanimously approved

3) * **Executive Session**

a) Discussion of Possible Acquisition of Property – pursuant to 1 MRSA §405 (6) (C)

Motion to enter executive session at 5:43pm by Selectman Olsen. Seconded by Selectman Sadak.

Unanimously approved

* Taken out of order

Motion to leave executive session at 6:13pm by Selectman Olsen. Seconded by Selectman Sadak.

Unanimously approved

4) New Business

a) Consideration of Town Meeting Warrant Article Recommendations – Select Board

* **IMPACT FEES:** Assistant CEO Hanson discussed the Town of Raymond consider implementing impact fees to offset costs of infrastructure projects. It is to offset larger demand due to growth. He submitted the following memo:

During this year's budget process, it has become evident that the Town has increased services to its citizens. The Recreation Dept. and the Library have been added, Public Works, Codes and Public Safety have all grown. This growth has increased the need for more infrastructure. Public Works is looking for funding for a new garage. The Recreation Dept. needs new Tennis Courts. I'm suggesting that the Town look at implementing Impacts Fees to help with the pressure that Growth puts on the Town budget.

My experience with Impact Fees comes from my service in the Town of Windham. They have had Impact Fees for Recreation, Sidewalks, and Open Space for decades. While I was there, they added a Public Safety Impact Fee and a Municipal Impact Fee to offset renovations and expansions to these facilities.

These Impact Fees are not like Real Estate Taxes, they are a one-time Fee established by the Town and are collected when a new building or sub-division are approved and only assessed once. The fees are part of the permitting process or established by the Planning Board at the time of project approval.

Impact Fees are not going to be a silver bullet for this year's budget but, are a way to save for the future and a means of accruing funds to ease the burden of growth and development.

Assistant CEO Hanson recommended that the Comprehensive Plan Committee look at this and the Select Board suggested that the committee review the recommendation and then send it to the Planning Board.

* **LD 1:** Assessor's Agent Lebel submitted the following memo:

Annually, the assessing office calculates the tax limitation on the municipal portion of the annual tax commitment (known as the LD #1 Cap). Schools and Counties have their own limit calculation which they calculate separately within their budget processes. The annual growth of the cap is a combination of local taxable valuation increase percentage and the State 10-year average personal income growth. The legislative body (Town Meeting) can override the spending limitation on municipal budgets at the time of adoption with a separate article stating the intent to do so. This serves as a "second look" confirmatory action by the voting body which still retains full control of the budget approval within that body.

Currently the FY24 preliminary cap limitation for the net municipal budget is \$3,630,036 (Pending revenue sharing actuals as received)

- *Currently the proposed net budget (amount funded from property tax) is*

* Taken out of order

\$4,145,932 with no use of fund balance to reduce commitment.

- This places the net budget approximately \$515,896 over the LD #1 cap.

The Selectman, with town meeting approval utilized \$200,000 in fund balance to reduce tax commitment in FY23. However, even with this amount applied, the net budget is over most likely over the cap limit. Like last year, it will be necessary, with this budget, to include an "LD 1 cap increase" warrant article on the Town Meeting warrant.

Separate warrant article necessary to Exceed or Increase Cap:

The article may request to "exceed" or "increase" the LD #1 cap. Because exceeding the property tax levy limit permits the property tax levy to exceed the property tax levy limit only for the year in which the extraordinary circumstance occurs and does not increase the base for purposes of calculating the property tax levy limit for future years, I recommend that the town consider an "increase" to its cap base for a future year (s). Fire Chief Tupper discussed new changes to keep the 2 new positions and cut in other areas.

From Finance Director memo:

A correction: The ARPA balance is \$291,000. These funds are planned for the construction of a new septic system at Tassel Top. Any remaining funds will be used to help construct the new bathroom/snack shack. The improvement plans at Tassel Top have been approved by the State of Maine.

There was discussion regarding using some of the library reserves to help reduce the budget. The library funds are currently invested with a maturity date of 5/28/2024 at 5%. We would recommend waiting until the FY24-25 fiscal year to use those funds for Library expenses.

The Select Board wants to use \$30,000 of the library funds.

The Town of Raymond has 33 full-time employees, since January 1, 2022, the Town has lost a total of six employees, two due to retirement and four that have stated they left for better opportunities, which makes our turnover rate 18%.

\$59,000 for the MPERS retirement program for the general staff is not in the budget.

It is important to note that these changes will reduce the unexpended balance that goes to surplus at the end of the fiscal year and relies upon the assumption that we will not have any significant unanticipated expenses. If the town has a need outside the budget, the BOS contingency could be used to address those expenses.

For the purpose of preparing for the warrant, we have incorporated all these changes resulting in a budget increase of 5.46 % over the 2023 fiscal year.

Discussion regarding finding an ACO on our own rather than agreeing to the increased insurance and the \$4 per hour salary increase. We have a partnership agreement with Naples and Casco. The Select Board would like to renegotiate the contract, but we can not take any savings until this happens. The renegotiation should include not paying more than 1/3rd of the insurance cost if the ACO were a Raymond employee and 1/3rd of the ACO salary from the Salary Survey.

Fire Chief Tupper presented a new budget inline with the Select Board's request to stay under a 6% increase:

Account Description	2023 Budget	2023 Actual as of 2/28/2023	2024 Proposed Budget	\$\$ Inc.	% Inc
Public Safety/Fire Department/Salaries	902,523	426,653	954,930	52,407	5.81%
Public Safety/Fire Department/Contract Fees & Services	11,000	9,386	12,000	1,000	9.09%
Public Safety/Fire Department/Dispatch Services	36,425	18,212	37,518	1,093	3.00%
Public Safety/Fire Department/Billing	14,000	9,528	17,600	3,600	25.71%
Public Safety/Fire Department/Health & Safety	8,000	1,360	8,000	0	0.00%
Public Safety/Fire Department/Travel & Training	14,500	1,347	13,000	-1,500	-10.34%
Public Safety/Fire Department/Dues & Publications	3,000	3,158	3,500	500	16.67%
Public Safety/Fire Department/Building Maintenance	13,000	2,021	13,000	0	0.00%
Public Safety/Fire Department/Equipment Repairs & Maintenance	0	0	0	0	0.00%
Public Safety/Fire Department/Vehicle Maintenance	37,000	19,928	37,000	0	0.00%
Public Safety/Fire Department/FF Equipment	6,000	3,475	6,500	500	8.33%
Public Safety/Fire Department/Radio Repair & Replacement	11,000	1,369	7,600	-3,400	-30.91%
Public Safety/Fire Department/Uniforms & Clothing	6,500	361	6,500	0	0.00%
Public Safety/Fire Department/Gas & Diesel	15,000	13,582	25,000	10,000	66.67%
Public Safety/Fire Department/SCBA-Air Packs	8,000	1,926	7,200	-800	-10.00%
Public Safety/Fire Department/Fire Prevention	1,600	991	1,700	100	6.25%
Public Safety/Fire Department/Supplies Operations	12,500	8,489	12,500	0	0.00%
Public Safety/Fire Department/Supplies Rx	19,000	10,384	19,000	0	0.00%
Public Safety/Fire Department/Turnout Gear & Equipment	12,000	447	10,240	-1,760	-14.67%
Public Safety/Fire Department/Heating	13,000	2,565	13,000	0	0.00%
Public Safety/Fire Department/Utilities	25,300	14,618	34,390	9,090	35.93%
Public Safety/Fire Department/Equipment	6,000	1,306	4,000	-2,000	-33.33%
	1,175,348		1,244,178	68,830	5.86%

Here is an alternative Public Safety Budget for your approval. We feel it is a priority to add the two new FF/EMT positions so that we have 3 personnel covering 24/7. By adding the two new positions, who will be scheduled to work 24 hour shifts, we will cut one of the on-call shifts 24/7 and decrease the two 10 hour per diem shifts on Saturday and Sunday down to one per diem shift.

In addition to the cuts already in the budget, we have cut:

- \$2,000 from heating,
- \$2,500 from Supplies RX and
- \$3,000 from vehicle maintenance.

With these additions and subtractions, we are coming in with a 5.86% budget increase and also adding \$45,000 in revenue in the rescue billing income over the 2023 budget.

- If you do adopt this new proposed budget it will increase: the health insurance and HRA by \$12,960 -
- Health insurance & HRA
 - \$3,283 - FICA
 - \$5,330 - MainePERS
 - \$21,573 - Total

* Taken out of order

Appropriations proposed to deduct (*this was done prior to the above Fire Department proposal*):

\$	Dept	Description	Keep Deduction ?
\$25,000	Technology	CIP – unanticipated hardware needs	Yes
\$3,000	Technology	Videographer Payroll	Yes
\$5,000	Recreation	Lifeguard Salary	
\$7,000	Recreation	Project Maintenance	
\$1,467	FICA	Above cuts for Lifeguard & Videographer Salary lines	Only for Technology
\$11,200	Public Works	Winter Sand Contingency	
\$10,000	CIP	Public Works Equipment	
\$4,000	Library	\$2,000 from Media and from Program	
\$4,090	Administration	Restoring Town Records	Yes
\$3,000	Compensation & Training	Each dept has some monies already budgeted	Yes
\$2,000	Administration	KMA Wage & Benefit Update	Yes
\$3,278	Animal Control	1/3 cost of health insurance premiums that Raymond employees receive	
\$5,000	Insurance	Workers Comp MOD was 1.48% and now is 1.18%	Yes
<i>\$8,150</i>	<i>Fire Dept</i>	<i>Decrease Salary line</i>	
<i>\$63,117</i>	<i>Fire Dept</i>	<i>Eliminate 1 proposed new FF-EMT</i>	
<i>\$1,000</i>	<i>Fire Dept</i>	<i>Decrease Training & Travel</i>	
<i>\$5,000</i>	<i>Fire Dept</i>	<i>Fuel Line in anticipation of lower fuel costs</i>	
<i>-\$1,600</i>	<i>Fire Dept</i>	<i>Additional Rescue Billing Fees due to increased Rescue Billing Income</i>	
<i>\$24,615</i>	<i>Fire Dept</i>	<i>MainePERS 2 months start up savings</i>	
\$21,873	Various	Moved to TIF (see details below)	Yes
\$206,190	TOTAL PROPOSED		
\$64,663	TOTAL KEPT DEDUCTIONS	Approximate due to FICA estimate \$700	

* Taken out of order

Proposed to Move to TIF:

\$	Dept	Description	Keep Move ?
\$11,613	<i>Debt Service Fire Dept</i>	<i>20% of annual calls are TIF eligible</i>	Yes
\$7,260	<i>Fire Dept</i>	<i>20% of SCBAs, Air Packs, Radios, Turn Out Gear & Equipment</i>	Yes
\$1,000	<i>Provider Agencies</i>	<i>Chamber of Commerce support request</i>	Yes
\$1,000	<i>Provider Agencies</i>	<i>RTP Bus support</i>	Yes
\$1,000	<i>Recreation</i>	<i>Raymond Rattlers support</i>	Yes
\$21,873	TOTAL		
\$21,873	TOTAL KEPT MOVE TO TIF		

Revenue Proposed Increases:

\$	Dept	Description	Keep Revenue ?
\$10,000	<i>Code Enforcement</i>	<i>\$10,000 in Permit Fees</i>	Yes
\$10,000	<i>Assessing</i>	<i>\$10,000 in Homestead Exemption</i>	Yes
\$25,000	<i>Property Taxes</i>	<i>Taxable value increased to \$9,500,000</i>	Yes
\$24,871	<i>Milfoil Grant</i>	<i>Awarded since last meeting - \$52,000 total over 2 years – next year will be \$27,132</i>	Yes
\$720	<i>Library</i>	<i>Bank account interest</i>	Yes
\$69,871	TOTAL		
\$30,000	<i>Library</i>	<i>From invested funds – per Select Board</i>	
\$99,871	TOTAL KEPT REVENUE		

After all these changes the budget would increase by 6.11%.

\$4,000,000 bond for 20 years \$200,000 per year plus interest. The Select Board wants this at 15 years. \$1,000,000 for Parks & Recreation and \$3,000,000 for Public Works garage. Select Board thinks that it should be \$3,500,000 for the garage. Check \$4,500,000 for 15 and 20 years and add an article to the warrant.

By consensus the Select Board decided to wait until next year to consider offering MainePERS to all employees.

By consensus the Select Board decided to re-word the warrant article for MainePERS to include the Fire Chief which will increase the retirement budget by approximately \$10,000.

Select Board said to reduce the Reval line in CIP from \$100,000 to \$80,000 to take the budget to less than a 6% increase.

* Taken out of order

The strikeouts below are due to the Select Board's decisions listed above.

ARTICLE 3: Referendum Question A: To see if the Town will vote to:

1. Set the date the 1st half of taxes due to October 31, 2023, and the 2nd half of taxes due to April 30, 2024;
2. Set the interest rate for unpaid balances and for abated taxes at eight percent (8%) for the fiscal year;
3. Authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. §506, with no interest; and
4. Authorize the Select Board on behalf of the Town to sell and dispose of any property acquired by the Town for nonpayment of taxes pursuant to the policy adopted by the Select Board, as may be amended from time to time, the policy to remain consistent with State statutes and laws; in all cases conveyance to be made by municipal quitclaim deed.

Select Board recommends/does not recommend Article 3

Budget-Finance Committee recommends/does not recommend Article 3

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.

Unanimously approved

ARTICLE 4: Referendum Question B: To see if the Town will vote to raise and appropriate ~~\$2,366,978~~ **\$2,396,021** for General Government Services (Administration; Compensation and Training; Insurances, Worker Comp and Benefits; Assessing; Code Enforcement; Recreation; Technology; and General Assistance).

The budget figures will be assigned as follows:

<i>Administration</i>	<i>\$557,487</i>
<i>Compensation and Training</i>	<i>\$75,000</i>
<i>Insurances, Worker Comp, and Benefits</i>	<i>\$1,025,778</i>
	<i>\$1,049,861</i>
<i>Assessing</i>	<i>\$90,477</i>
	<i>\$83,437</i>
<i>Code Enforcement</i>	<i>\$225,892</i>
<i>Recreation</i>	<i>\$163,084</i>
<i>Technology</i>	<i>\$226,260</i>
<i>General Assistance</i>	<i>\$15,000</i>

Select Board recommends/does not recommend Article 4

Budget-Finance Committee recommends/does not recommend Article 4

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.

Unanimously approved

ARTICLE 5: Referendum Question C: To see if the Town will vote to raise and appropriate ~~\$1,408,440~~ **\$1,419,640** for Public Works.

The budget figures will be assigned as follows:

<i>Public Works</i>	<i>\$919,156</i>
	<i>\$930,356</i>
<hr/> <i>Town Buildings</i>	<i>\$46,000</i>
<hr/> <i>Solid Waste</i>	<i>\$398,100</i>
<hr/> <i>Cemeteries</i>	<i>\$45,184</i>

Select Board recommends/does not recommend Article 5

Budget-Finance Committee recommends/does not recommend Article 5

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.
Unanimously approved

ARTICLE 6: Referendum Question D: To see if the Town will vote to raise and appropriate ~~\$1,285,197~~ **\$1,281,432** for Public Safety.

The budget figures will be assigned as follows:

<i>Fire/Rescue Department</i>	<i>\$1,246,314</i>
	<i>\$1,239,271</i>
<hr/> <i>Animal Control</i>	<i>\$38,883</i>
	<i>\$42,161</i>

Select Board recommends/does not recommend Article 6

Budget-Finance Committee recommends/does not recommend Article 6

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.
Unanimously approved

ARTICLE 7: Referendum Question E: To see if the Town will vote to authorize the Select Board to dispose of Town owned personal property with value not to exceed **\$75,000**.

Select Board recommends/does not recommend Article 7

Budget-Finance Committee recommends/does not recommend Article 7

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.
Unanimously approved

ARTICLE 8: Referendum Question F: To see if the Town will vote to authorize the Select Board to appropriate from undesignated fund balance (surplus) to meet the unanticipated needs of the community that occur during the fiscal year and/or to adjust the tax rate as the Select Board deem advisable, an amount not to exceed **\$75,000**.

Select Board recommends/does not recommend Article 8
Budget-Finance Committee recommends/does not recommend Article 8

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved

ARTICLE 9: Referendum Question G: To see if the Town will vote to authorize the Select Board to transfer funds between appropriation accounts as long as the grand total of all appropriation is not exceeded, any such transfers to be approved only at a properly called public meeting of the Select Board.

Select Board recommends/does not recommend Article 9
Budget-Finance Committee recommends/does not recommend Article 9

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.
Unanimously approved

ARTICLE 10: Referendum Question H: To see if the Town will vote to authorize the Select Board to:

- Allow Town Staff to make application for and execute any documents related to a grant;
- Accept or reject grants, donations and/or gifts of money to the Town of Raymond; and
- Authorize the expenditure of monies awarded, donated and/or gifted for the purposes specified in the grant, donation, and/or gift.

Select Board recommends/does not recommend Article 10
Budget-Finance Committee recommends/does not recommend Article 10

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved

ARTICLE 11: Referendum Question I: To see if the Town will vote to authorize the Select Board to appropriate from undesignated fund balance (surplus) to reduce the property tax commitment as the Select Board deem advisable an amount not to exceed **\$?00,000**.

Select Board recommends/does not recommend Article 11
Budget-Finance Committee recommends/does not recommend Article 11

This article will not be decided until after the Auditor has presented the FY 2021-2022 Audit at the Select Board's April 11, 2023, regular meeting.

ARTICLE 12: Referendum Question J: To see if the Town will vote to appropriate \$307,823 \$312,730 from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2022-2023 project proposed in the Tax Increment Financing District Development Program (for details see Addendum 1).

Select Board recommends/does not recommend Article 12
Budget-Finance Committee recommends/does not recommend Article 12

Motion to recommend by Selectman Gifford. Seconded by Selectman Olsen.
Unanimously approved

ARTICLE 13: Referendum Question K: To see if the Town will vote to appropriate from the Tassel Top Park Enterprise fund the amount of \$153,355 for the administration of activities at the Park, and to allocate all revenues generated by Park operations to be recorded in and retained by the Tassel Top Park Enterprise fund.

Select Board recommends/does not recommend Article 13
Budget-Finance Committee recommends/does not recommend Article 13

Motion to recommend by Selectman Olsen. Seconded by Selectman Sadak.
Unanimously approved

ARTICLE 14: Referendum Question L: To see if the town will vote to raise and appropriate \$341,501 for Debt Services.

The budget figures will be assigned as follows:

<u>2013 Public Works Road Construction Bond</u>	<u>\$207,500</u>
<u>2015 Public Works Sand/Salt Construction and Public Safety Replacement Engine Bond</u>	<u>\$87,550</u>
<u>2022 Lease Purchase Rescue Pumper Truck</u>	<u>\$46,451</u>

Select Board recommends/does not recommend Article 14
Budget-Finance Committee recommends/does not recommend Article 14

Motion to recommend by Selectman Gifford. Seconded by Selectman Olsen.
Unanimously approved

ARTICLE 15: Referendum Question M: To see if the Town will vote to raise and appropriate \$157,403 \$161,403 for the Raymond Village Library.

Select Board recommends/does not recommend Article 5
Budget-Finance Committee recommends/does not recommend Article 5

Motion to recommend by Selectman Olsen. Seconded by Selectman Gifford.
Unanimously approved

ARTICLE 16: Referendum Question N: To see if the town will vote to raise and appropriate ~~\$1,020,000~~ **\$1,010,000** for the Capital Improvement Program.

The budget figures will be assigned as follows:

<i>Public Works Equipment Reserve</i>	<i>\$215,000</i>
	<i>\$225,000</i>
<i>Public Works Paving/Road Reserve</i>	<i>\$410,000</i>
<i>Municipal Facilities Improvements</i>	<i>\$85,000</i>
<i>Technology</i>	<i>\$100,000</i>
<i>Revaluation Reserve</i>	<i>\$100,000</i>
	<i>\$80,000</i>
<i>Public Safety Fire Apparatus</i>	<i>\$75,000</i>
<i>Playground Improvements</i>	<i>\$35,000</i>

Select Board recommends/does not recommend Article 16

Budget-Finance Committee recommends/does not recommend Article 16

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved

ARTICLE 17: Referendum Question O: To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) accounts, the Healthcare Reimbursement Accounts (H.R.A.), and the Employee Compensation Account.

Select Board recommends/does not recommend Article 17

Budget-Finance Committee recommends/does not recommend Article 17

Motion to recommend by Selectman Gifford. Seconded by Selectman Olsen.
Unanimously approved

ARTICLE 18: Referendum Question P: To see if the Town will vote to raise and appropriate **\$974,325** for the County Tax (\$80,574 is the first of five (5) annual, no-interest payments for six (6) months of taxes, January to June 2023, and \$893,751 is for the fiscal year July 2023 to June 2024 taxes, enabling Cumberland County to move from a calendar year to a fiscal year assessment).

Select Board recommends/does not recommend Article 18

Budget-Finance Committee recommends/does not recommend Article 18

Motion to recommend by Selectman Gifford. Seconded by Selectman Olsen.

Add language to explain that some of this payment is for the 5 annual payments to move to a fiscal year. See underlined text above.

Unanimously approved

ARTICLE 19: Referendum Question Q: To see if the Town will vote to raise and appropriate \$1,000 for Provider Agencies.

Select Board recommends/does not recommend Article 19
Budget-Finance Committee recommends/does not recommend Article 19

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.
Unanimously approved

ARTICLE 20: Referendum Question R: To see if the Town will vote to appropriate the total sum of ~~\$1,807,020~~ \$1,837,020 from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds, which may be available from the federal government, and any other sources.

Select Board recommends/does not recommend Article 20
Budget-Finance Committee recommends/does not recommend Article 20

Motion to recommend by Selectman Sadak. Seconded by Selectman Taylor.
Unanimously approved

ARTICLE 21: Referendum Question S: 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, 2023, and any other funds provided by any other entity including but not limited to:

- Municipal Revenue Sharing
- Local Road Assistance
- Emergency Management Assistance
- Snowmobile Registration Money
- Homestead Exemption
- Tree Growth Reimbursement
- General Assistance Reimbursement
- Veteran's Exemption Reimbursement
- Business Equipment Tax Exemption (B.E.T.E.) Reimbursement
- State Grant or Other Funds

Select Board recommends/does not recommend Article 21
Budget-Finance Committee recommends/does not recommend Article 21

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved

* Taken out of order

ARTICLE 22: Referendum Question T: To see if the Town will vote to authorize the use of Town employees and/or Town owned equipment or independent contractor(s) hired by the Town for maintenance on private roads in special and certain circumstances where in the public's interest.

Select Board recommends/does not recommend Article 22

Budget-Finance Committee recommends/does not recommend Article 22

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved

ARTICLE 23: Referendum Question U: LD1: To see if the Town will vote to increase the property tax levy limit of \$?,000,000.00 established for the Town of Raymond by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit.

Select Board recommends/does not recommend Article 23

Budget-Finance Committee recommends/does not recommend Article 23

This article will not be decided until a discussion with Assessor's Agent Curt Lebel and the Select Board will vote on their recommendation at their April 11, 2023, regular meeting.

New article for MainePERS:

ARTICLE 24: Referendum Question V: To see if the Town of Raymond will vote to join the Maine Public Employees Retirement System (MainePERS) as a Participating Local District effective September 1, 2023, and:

- a) **To offer** Special Plan 3C to its regular, full-time firefighters and emergency medical services employees who are paid at least 2080 hours per year between hours worked, paid vacation, paid holiday, and paid sick time; and
- b) **To exclude** all other employees, including all other elected/appointed officials, from participating in MainePERS; and
- c) **To allow** its eligible employees who are currently employed by the Town on September 1, 2023, who elect to join MainePERS, the option to purchase prior service upon the employee's full payment of all associated costs. The Town will not participate in the purchase of prior service and so employees who wish to purchase prior service are responsible for paying the full liability associated with this service; and
- d) **To authorize** the Town Manager to sign the agreement between the Town and the Maine Public Employees Retirement System; and
- e) **To adopt** the provisions of 5 M.R.S. §18252-C as enacted by PL 2021, Chapter 286 as allowed by MainePERS Rule Chapter 803 for non-participating employees with optional membership who declined to participate in MainePERS when first eligible ("eligible employees") and to comply with the following requirements:
 - a. Beginning in 2024, to annually offer eligible employees who have been employed for less than 5 years the opportunity to join MainePERS on a prospective basis during an open enrollment period from September 1st through November 1st and to provide MainePERS with documentation of each election made by eligible employees under this provision: and
 - b. To withhold employee contributions for employees who join under this provision on an after-tax basis and to remit them to MainePERS.

Select Board recommends/does not recommend Article 24

Budget-Finance Committee recommends/does not recommend Article 24

This is a new article and the Select Board will vote on their recommendation at their April 11, 2023, regular meeting.

New article for Bond:

ARTICLE 25: Referendum Question W: Shall the Town of Raymond (the "Town"):

1. **Approve** a capital project including engineering and design costs, transaction costs, and other expenses reasonably related thereto (the "Project") consisting of:
 - a. The construction of a public works garage to be located at 170 Plains Road at an estimated cost of **\$3,500,000**;
 - b. Recreation improvements to include lighted tennis courts to be located at Shari Gagnon Park on Mill Street at an estimated cost of **\$440,000**;
 - c. Improvements at Tassel Top Park consisting of a snack shack, bathroom facilities, and a maintenance building at an estimated cost of **\$560,000**.
2. **Appropriate** the sum of **\$4,500,000**, plus any additional premium, to provide for the costs of the Project;
3. **Authorize** the Town Treasurer and the Chair of the Select Board to issue general obligation securities of the Town (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$4,500,000, plus any additional premium, to fund the Project; and
4. **Delegate** to the Town Treasurer and the Chair of the Select Board the authority and discretion to fix the dates, maturities, interest rates, denominations, calls for redemption (with or without premium), form, and other details of said securities, including authority to execute and deliver the securities on behalf of the Town?

FINANCIAL STATEMENT

TOTAL BOND INDEBTEDNESS

a. Bonds outstanding and unpaid:	\$	570,000
b. Bonds authorized and unissued (other than this loan):	\$	-0-
c. Maximum amount to be issued if approved:	\$	4,500,000

2. COSTS

At an estimated maximum interest rate of 3.25% for a fifteen (15) year maturity, the estimated cost of this bond will be:

Principal	\$	4,500,000
Interest	\$	<u>1,128,750</u>
Total:	\$	5,628,750

3. VALIDITY

The validity of the bonds and the voter's ratification of the bonds may not be affected by any error in the above estimates. If the actual amount of the total debt service varies from the estimates, the ratification by the voters nevertheless conclusive, and the validity of the bond issue is not affected by reason of the variance.



Charisse Keach, Town Treasurer

Select Board recommends/does not recommend Article 25

Budget-Finance Committee recommends/does not recommend Article 25

This is a new article and the Select Board will vote on their recommendation at their April 11, 2023, regular meeting.

ARTICLE 26: Referendum Question X: Shall § 350-5.4. – Table Of Land Uses, § 350-6.17. – Timber Harvesting: Statewide Standards, § 350-7-3. – Permit Application, § 350-7.7. B(6) – Appeals, and § 350-8.2. – Terms Defined, of the Shoreland Zoning Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 2?

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

Planning Board recommends Article 26

Select Board recommends Article 26

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.

Unanimously approved

Summary of Changes:

This amendment to the Shoreland Zoning Ordinance is mandatory following ORDER #31-2022 from the Maine Department of Environmental Protection. In summary, this amendment is necessary because:

- *Currently, in Raymond timber harvesting is enforced by the State of Maine. In order to maintain that enforcement, the proposed amendment is mandatory. Otherwise, Raymond will need to enforce all the timber harvesting standards in the Shoreland Zoning Ordinance.*
- *State law (Title 38 §439-A(10) now requires pre-construction and post-construction photos for projects that occur within the shoreland zone.*
- *The Department Order requires the single-family setback variance be removed from the ordinance since it is now considered less strict than State minimum standards.*
- *The Department Order requires an amendment to the current less strict definitions of Solar Energy System, and Structure.*

ARTICLE 27: Referendum Question Y: Shall § 300-13.3d(4)(C) – Open Space Subdivisions, and § 300-9.21(A)(1) – Lots, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 3?

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

Planning Board recommends Article 27

Select Board recommends Article 27

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Summary of Changes:

During the codification project, a review of the Land Use Ordinance found the following error: 13.3D(4)(c) points to an ordinance section that does not exist. The proposed amendment will remove that section. Also, § 300-9.21 is unclear and should be amended to provide more specific intent.

ARTICLE 28: Referendum Question Z: Shall § 300-10.5. – Criteria And Standards, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 4?

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

Planning Board recommends Article 28

Select Board recommends Article 28

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.

Unanimously approved

Summary of Changes:

This amendment to the Land Use Ordinance will require special feature areas to meet minimum district setbacks. For example, a dumpster pad or exposed machinery installation will need to meet minimum setbacks. Currently, they are not required to meet the minimum setback as long as they are screened (fence, shrubs, etc.).

ARTICLE 29: Referendum Question AA: Shall § 300-9.22. – Shipping Containers, and § 300-12.2. – Terms Defined, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 5?

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

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.
Unanimously approved

Planning Board recommends Article 29
Select Board recommends Article 29

Summary of Changes:

This proposed amendment to the Land Use Ordinance would allow intermodal shipping containers to be used in residential and nonresidential zoning districts for storage or occupancy. Currently, shipping containers are only allowed in nonresidential districts for temporary storage only.

ARTICLE 30: Referendum Question AB: Shall § 300-2.2. – Land Use Regulation Map, and § 350-2.1. – Districts And Zoning Map, as amended through June 3, 2014, be updated as shown in Addendum 6?

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

Planning Board recommends Article 30
Select Board recommends Article 30

Motion to recommend by Selectman Sadak. Seconded by Selectman Gifford.
Unanimously approved

Summary of Changes:

The current zoning map (amended last in 2014) has an error with the inset, which will be corrected by this amendment. In addition to the correction, we are slightly modifying the style of the map (stream protection color and wetland symbol).

ARTICLE 31: Referendum Question AC: Shall Article 6(4) – Amendments To Previously Approved Subdivision Plan, And Article 7(4) – Amendments To Previously Approved Subdivision Plan, of the Subdivision Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 7?

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

Planning Board recommends Article 31

Select Board recommends Article 31

Motion to recommend by Selectman Gifford. Seconded by Selectman Olsen.

Unanimously approved

Summary of Changes:

This proposed amendment to the Subdivision Ordinance would require notification to be sent to all lot owners within a subdivision when an amendment to that subdivision has been proposed. Currently, notification is only sent to lot owners within 250' of the properties involved. If this amendment is approved all lot owners, regardless of the distance from the subject property, would be notified.

ARTICLE 32: Referendum Question AD: Shall § 300-9.26. – Accessory Apartments, and § 300-12.2. – Terms Defined, of the Land Use Ordinance, as adopted May 21, 1994, and amended through December 13, 2022; and § 350-5.4. – Table Of Land Uses, and § 350-8.2. – Terms Defined, of the Shoreland Zoning Ordinance, as adopted May 21, 1994, and amended through December 13, 2022, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 8?

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

Planning Board recommends Article 32

Select Board recommends Article 32

Motion to recommend by Selectman Sadak. Seconded by Selectman Olsen.

Unanimously approved

Summary of Changes:

The proposed amendment is necessary in order to maintain consistency with the new Accessory Dwelling Unit (ADU) law contained within LD 2003, 30-A M.R.S. § 4364-B.

5) Public Comment

Denis Morse spoke about the way that the Public Works garage proposal was put together without at least 2 studies, a needs assessment, and a cost analysis as was done when the Public Safety building was planned.

Public Works Director White has been planning this for some years and has 2 sets of plans to assess. It was presented at the Department Head Review budget meeting to see if the Select Board wanted him to proceed with plans.

6) Selectman Comment

Thanks to the staff for getting the budget to where it is.

7) Adjournment

Motion to adjourn at 7:35pm by Selectman Olsen. Seconded by Selectman Sadak.
Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk