



**SELECT BOARD  
Emergency Meeting Minutes**

**June 6, 2024**

8:30AM – Emergency Meeting

Via Zoom

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

**Select Board members in attendance:** Joe Bruno – Chair, Rolf Olsen – Vice Chair, Samuel Gifford (present for meeting only), Teresa Sadak, Derek Ray (present for Executive Session only)

**Town Staff in attendance:**

Sue Look – Town Manager  
Melanie Fernald – Town Clerk  
Matt Tarasevich – Town Attorney

1) **Called Emergency Meeting to order** at 8:33AM by Chair Bruno with a quorum

2) **New Business**

a) Consideration of Approval of Special Town Meeting Warrant

**WARRANT FOR SPECIAL TOWN MEETING**

**on  
May 7, 2024**

To Don McClellan, a resident in the Town of Raymond in the County of Cumberland, 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, in said county and in said state, qualified to vote in Town affairs, to meet at the Broadcast Studio located at 423 Webbs Mills Road, in said Town, on May 7, 2024, at 5:30pm to act on articles 1 and 2, such article pursuant to the Order attached to this warrant and consistent with such Development Program document on file at the Town Office during business hours:

ARTICLE 1

To choose by written ballot a moderator to preside at said meeting.

ARTICLE 2

Shall the voters of the Town of Raymond, Maine adopt the First Amendment to the Portland Natural Gas Transition System Municipal Development and Tax Increment Financing District, such adoption to be pursuant to the following findings, terms and provisions?

**WHEREAS**, the Town of Raymond (the “Town”) is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to amend previously established tax increment financing (“TIF”) districts and development programs within the Town; and

**WHEREAS**, the Town designated the Portland Natural Gas Transmission System Municipal Development and Tax Increment Financing District (the “District”) and adopted a Development Program for the District on September 15, 1998 and March 20, 1999 in order to capture the value of real and personal property improvements made within the District and to enable the use of TIF revenues for various municipal and other economic development projects, which received approval from the Maine Department of Economic and Community Development (“DECD”) on March 31, 1999; and

**WHEREAS**, amending the Development Program for the District will help to continue to promote economic development within the Town and the surrounding region; improve and broaden the tax base of the Town; and improve the economy of the Town and the State of Maine; and, specifically, will allow the Town the ability to use TIF funds for costs associated with broadband and fiber optics expansion projects.; and

**WHEREAS**, the Select Board has held a public hearing on May 7, 2024, upon at least ten (10) days prior notice published in a newspaper of general circulation within the Town, on the question of adopting the First Amendment to the Development Program for the District in accordance with the requirements of 30-A M.R.S. § 5226; and

**WHEREAS**, the Town has considered the comments provided at the public hearing, both for and against the adoption of the First Amendment to the Development Program, if any; and

**WHEREAS**, it is expected that approval will be sought and obtained from DECD approving the First Amendment to the Portland Natural Gas Transmission System Municipal Development and Tax Increment Financing District and Development Program (the “First Amendment”).

NOW, THEREFORE:

**Section 1.** The Town hereby adopts the First Amendment to the Portland Natural Gas Transmission System Municipal Development and Tax Increment Financing District and Development Program, pursuant to the following findings, terms, and provisions:

a. Pursuant to Title 30-A M.R.S. Section 5226(5) pertaining to TIF district and development program amendments, this First Amendment to the Development Program does not result in the District being out of compliance with any of the conditions of 30-A M.R.S. Section 5223(3) which pertain to the percentage of area within the District that is suitable for commercial use, the TIF acreage caps for single TIF districts and for all TIF districts in the Town, and the total TIF district valuation cap.

b. The First Amendment to the Development Program will make a contribution to the economic growth and well-being of the Town and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the Town, including a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose. The Town has considered all evidence, if any, presented to it at the required public hearing with regard to any adverse economic effect on or detriment to any existing business and has found and determined that such adverse economic effect on or detriment to any existing business, if any, is outweighed by the contribution expected to be made through the District and the Development Program.

**Section 2.** Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the Town hereby amends the District designated and described more particularly set forth in the “First Amendment to the Portland Natural Gas Transmission System Development and Tax Increment Financing District Development Program” presented to the Town Meeting in the form attached hereto and such Development Program is hereby incorporated by reference into this vote as the First Amendment to the Development Program for the District.

**Section 3.** The Town Manager, or duly appointed representative, is hereby authorized, empowered and directed to submit the First Amendment to the Development Program to DECD for review and approval pursuant to the requirements of 30-A M.R.S. § 5226.

**Section 4.** The foregoing adoption of the First Amendment shall automatically become final and shall take full force and effect upon receipt by the Town of approval of the First Amendment by DECD, without requirement of any further action by the Town, the Select Board, or any other party.

**Section 5.** The Town Manager, or duly appointed representative, is hereby authorized and empowered, at their discretion, from time to time, to make such revisions to the documents related to the First Amendment they may deem reasonably necessary or convenient in order to facilitate the process for review and approval of the First Amendment by DECD, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Select Board in adopting the First Amendment.

**Section 6.** This Order shall take effect immediately upon adoption.

Town Manager Look noted for the record that the Special Town Meeting on using TIF funds to pay for Broadband expansion will need to be repeated, because one of the requirements for a meeting that amends a TIF agreement is that the meeting is advertised in a local newspaper at least 10 days prior to the meeting. The advertisement for the May 7<sup>th</sup> meeting was not included in the newspaper, after the information was submitted to them for advertising.

**Motion** to approve the Warrant for a Special Town Meeting on May 7, 2024, by Select Olsen. Seconded by Select Sadak.

**Unanimously approved**

- 3) **Executive Session** - Consultation between the Select Board that their attorney pertaining to the legal rights and duties of the Select Board pursuant to MRSA 1 §405(6)(E)

**Motion** to enter Executive Session at 8:34am by Ms Sadak, seconded by Mr Olsen

**Unanimously approved**

Motion to exit Executive Session at 9:15am by Mr Olsen, seconded by Ms Sadak

- 4) **Adjournment**

**Motion** to adjourn at 9:15am by Mr Olsen. Seconded by Ms Sadak.

**Unanimously approved**

Respectfully submitted,

Melanie Fernald, Town Clerk