

# Town of Raymond 2018/2019 Budget Presentation



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401 Webbs Mills Road  
Raymond, Maine 04071  
(207) 655-4742

February 8, 2018

To the Board of Selectmen and the Members of the Budget-Finance Committee:

I am pleased to transmit the Town Manager's proposed Municipal Budget for the fiscal year July 1, 2018 to June 30, 2019.

In developing the budget, all Selectboard budgetary priorities expressed at the November 14, 2017 meeting were successfully addressed. This submission is consistent with the guideline of a core services driven budget. All budget areas were thoroughly reviewed by the Town Manager and the Finance Director and then discussed in detail with involved staff. In this budget, the ongoing commitment to capital road improvement and maintenance continues with a modest increase. Through the use of a reduced level of undesignated fund balance from last fiscal year, anticipated increased valuation, and the retirement of significant debt, the municipal portion of the tax rate will be slightly lowered.

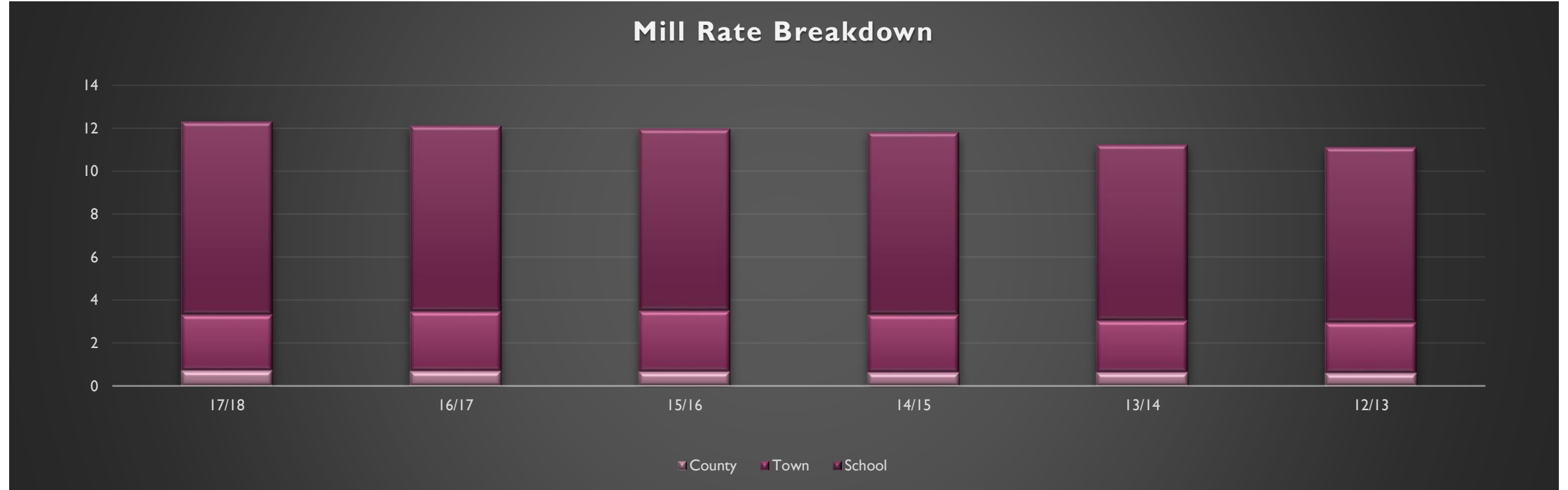
During the first review meeting on February 27, 2018 at the Broadcast Studio at 6:30 p.m.; I will discuss the changes and factors that are comprised within this budget in more detail. If I can provide any additional information between now and then please do not hesitate to contact me.

I would like to thank Department Heads and staff for their assistance in the preparation of this document.

Respectfully submitted,

A handwritten signature in cursive script that reads "Don Willard".

Don Willard  
Town Manager



# Mill Rate History

## Local Valuation



LOCAL VALUATION 2007 2017

Town of Raymond  
Mil Rate Estimate  
2018/2019 Budget

	2017/2018 estimate		2017/2018 actual	2016/2017 actual	2015/2016 actual	2014/2015 actual	2013/2014 actual	2012/2013 actual
Valuation	1,025,162,300	***	1,019,162,300	1,013,793,200	1,008,340,200	1,003,399,500	999,656,500	998,406,400
<b>Assessments:</b>								
County Tax	727,076	***	727,076	676,263	647,964	617,503	627,814	589,109
Municipal Appropriation	4,443,755		4,427,586	4,219,817	4,135,194	4,376,507	4,325,612	3,693,710
TIF District	195,939		195,939	206,512	224,335	218,013	203,506	199,556
School/ Education	9,172,708	***	9,172,708	8,746,622	8,523,010	8,530,676	8,202,640	8,151,520
Overlay	25,000		1,613	33,879	16,790	30,674	34,681	27,081
Total Assessment	14,564,478		14,524,922	13,883,093	13,547,293	13,773,373	13,394,253	12,660,976
<b>Deductions:</b>								
State Revenue Sharing	132,500		132,494	134,579	130,470	130,470	195,000	205,000
Homestead/BETE Exemptions	185,000		159,447	109,342	79,997	79,789	67,307	70,039
Revenue	1,726,596		1,697,284	1,380,000	1,287,150	1,723,000	1,885,800	1,303,626
Total Deductions	2,044,096		1,989,225	1,623,921	1,497,617	1,933,259	2,148,107	1,578,665
Net Assessment	12,520,382		12,535,696	12,259,172	12,049,676	11,840,114	11,246,146	11,082,311
Mill Rate	12.21	***	12.30	12.09	11.95	11.80	11.25	11.10
Tax \$150,000 Home	1,832		1,845	1,814	1,793	1,770	1,688	1,665
Tax \$250,000 Home	3,053		3,075	3,023	2,988	2,950	2,813	2,775
Tax \$350,000 Home	4,275		4,305	4,232	4,183	4,130	3,938	3,885
<b>Est. Mill Rate:</b>								
County	0.71		0.71	0.67	0.64	0.62	0.63	0.59
Town	2.56		2.59	2.80	2.85	2.68	2.42	2.35
School	8.95		9.00	8.63	8.45	8.50	8.21	8.16
	12.21		12.30	12.09	11.95	11.80	11.25	11.10
Percentage increase from prior year	-0.71%		1.72%	1.19%	1.27%	4.89%	1.35%	
<b>Value of one mill</b>	<b>1,025,162</b>							

\*\*\* ESTIMATE ONLY

Town of Raymond  
2018/2019 Budget Summary  
Expenses

	Change %	Change \$	18/19 Budget	17/18 Budget	16/17 Budget	15/16 Budget	16/17 Actual	15/16 Actual
1000 ADMINISTRATION	-4.88%	(24,162)	470,852	495,014	470,926	447,915	478,993	441,075
1100 EMPLOYEE COMP & TRAINING	-44.40%	(29,081)	36,419	65,500	15,841	-	10,116	-
1250 ASSESSING	27.43%	15,831	73,540	57,709	56,261	52,379	55,695	54,012
1500 CODE ENFORCEMENT	-13.35%	(14,472)	93,900	108,372	102,900	100,459	93,998	104,840
2000 TOWN HALL	-7.60%	(1,795)	21,820	23,615	23,615	18,885	10,499	16,199
5500 TECHNOLOGY	-2.71%	(5,000)	179,271	184,271	184,271	184,271	198,195	183,238
5750 COMMUNITY DEVELOPMENT	-80.08%	(38,816)	9,656	48,472	46,488	51,651	33,872	32,904
6000 FIRE DEPARTMENT	3.21%	24,125	776,710	752,585	684,221	666,477	689,985	661,819
6100 ANIMAL CONTROL	-0.48%	(93)	19,229	19,322	20,222	20,222	17,447	13,954
6200 STREET LIGHTS	0.00%	-	-	-	21,816	21,816	21,796	20,906
8100 PUBLIC WORKS	3.50%	14,142	417,854	403,712	404,170	400,798	408,591	423,575
8200 SOLID WASTE	2.55%	8,246	332,008	323,762	316,262	314,742	337,702	314,380
8300 PLOWING CONTRACT	5.86%	16,440	296,840	280,400	286,620	286,620	264,579	245,511
1200 CEMETERIES	-10.28%	(4,048)	35,345	39,393	27,164	20,048	24,294	20,014
1250 RECREATION	12.29%	2,079	19,000	16,921	15,788	14,338	11,775	13,740
1275 RAYMOND VILLAGE LIBRARY	0.00%	-	60,500	60,500	56,500	55,500	56,015	55,072
5500 GENERAL ASSISTANCE	33.33%	2,000	8,000	6,000	6,000	6,000	8,575	18,413
4000 EMPLOYEE BENEFITS	3.33%	14,040	435,220	421,180	417,521	490,187	356,924	443,038
4100 INSURANCE	10.03%	6,214	68,191	61,977	85,459		90,201	
1550 DEBT SERVICE	-25.46%	(112,481)	329,400	441,881	451,772	460,137	451,772	461,937
1500 CIP	23.18%	143,000	760,000	617,000	535,000	526,749	535,000	526,749
	0.37%	16,169	4,443,755	4,427,586	4,228,817	4,139,194	4,156,025	4,051,376
9000 TIF	15.70%	34,110	251,412	217,302	189,986	226,346	174,866	224,335



**Town of Raymond 2018/2019 Budget**

**Revenue**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept: 10 General Government						
3110 Property Taxes	0.00	-5,040.54	0.00	0.00	.00%	
3121 Auto Excise Taxes	910,000.00	588,597.45	980,000.00	70,000.00	7.69%	continuing annual increases
3122 Boat Excise Taxes	0.00	2,813.80	0.00	0.00	.00%	breaking out line item
3131 Interest on Taxes	35,000.00	28,699.10	40,000.00	5,000.00	14.29%	adjusting to history
3132 Lien Charges	11,000.00	6,194.03	9,000.00	-2,000.00	-18.18%	adjusting to actual
3133 Payment in lieu of taxes	0.00	5,000.00	5,000.00	5,000.00	100.00%	
3201 State Revenue Sharing	132,655.00	81,983.15	132,500.00	-155.00	-.12%	to latest forecast
3202 Local Road Assistance	51,368.00	52,188.00	51,000.00	-368.00	-.72%	based on last year
3203 Tree Growth Reim	8,745.00	8,254.87	8,200.00	-545.00	-6.23%	
3204 Veterans Exemption	3,000.00	0.00	3,000.00	0.00	.00%	
3205 Snowmobile reimbursement	2,200.00	2,105.16	2,100.00	-100.00	-4.55%	
3206 General Assistance Reimburse	0.00	1,272.20	5,600.00	5,600.00	100.00%	70% of expected expenses
3207 Homestead Exemption	148,200.00	89,843.00	150,000.00	1,800.00	1.21%	per Assessor estimate
3208 BETE/BETR Reimbursement	11,000.00	38,907.00	35,000.00	24,000.00	218.18%	per Assessor estimate
3310 CEO/Planning Fees	85,000.00	56,146.04	72,000.00	-13,000.00	-15.29%	adjusting downward
3311 Municipal Fees	20,000.00	10,899.52	20,000.00	0.00	.00%	
3312 Vital Statistic Fees	3,500.00	2,132.80	3,500.00	0.00	.00%	
3313 Cable Franchise Fees	37,000.00	20,999.18	38,000.00	1,000.00	2.70%	based on collections
3314 Cemetery Plot Sales	0.00	5,400.00	0.00	0.00	.00%	
3316 Parking Tickets	0.00	320.00	500.00	500.00	100.00%	breaking line out
3461 Public Safety Income	15,000.00	15,000.00	15,000.00	0.00	.00%	per chief
3462 Rescue/Fire Collections	150,000.00	102,041.05	170,000.00	20,000.00	13.33%	based on last year collections
3463 Animal Control Revenue	4,000.00	837.00	2,000.00	-2,000.00	-50.00%	prior year surplus used up
3491 Solid Waste/Bag Tags	100.00	174.00	200.00	100.00	100.00%	
3501 Investment Income	5,000.00	8,072.60	10,000.00	5,000.00	100.00%	increasing rates, additional investing
3601 Miscellaneous Income	33,000.00	87,455.76	33,000.00	0.00	.00%	rebates and TAP sales
4101 Perpetual Care Income	4,000.00	0.00	4,000.00	0.00	.00%	annual trust fund transfer

### Town of Raymond 2018/2019 Budget

#### Revenue

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept: 10 General Government CONT'D						
4102 Luther Gulick Contributions	3,000.00	0.00	2,000.00	-1,000.00	-33.33%	prior level not sustainable
4103 Use of Fund Balance	270,000.00	0.00	200,000.00	-70,000.00	-25.93%	
4104 Use of TIF Reserve	9,790.00	0.00	56,563.00	46,773.00	477.76%	calculation included
4105 Health Insurance Reserve	20,000.00	0.00	52,496.00	32,496.00	162.48%	calculation included
4106 Sign Reserve	14,371.00	0.00	0.00	-14,371.00	-100.00%	
4107 Sign Donations	12,000.00	0.00	0.00	-12,000.00	-100.00%	
<b>Revenue Totals:</b>	<b>1,998,929.00</b>	<b>1,210,295.17</b>	<b>2,100,659.00</b>	<b>101,730.00</b>	<b>5.09%</b>	

Calculation of Excess Unassigned Fund Balance

Balance June 30, 2016	\$	2,402,779
		208,990
Subtotal		2,611,769
15% of 15/16 commitment		(1,807,451)
Excess		804,318
Used to reduce 17/18 Commitment		(270,000)
Carry over of medical insurance		(52,018)
Remaining excess	\$	<u>482,300</u>
Subtotal	\$	2,611,769
Used to reduce 17/18 commitment		(270,000)
health insurance		(52,018)
Balance June 30, 2017	\$	<u>2,289,751</u>

Excise taxes year over year

	2017-2018	2016-2017	2014-2015	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010	2008-2009	2007-2008	2006-2007	2005-2006	2004-2005	DIFF FR LAST YR	Monthly average	
JUL	84,579.97	76,161.87	88,286.81	78,258.42	70,586.34	71,669.48	68,874.21	73,102.69	69,386.99	78,998.37	73,748.18	72,409.26	67,701.73	75,915.94	8,418.10	74,977.16
AUG	100,900.85	86,742.45	66,646.81	82,349.02	74,463.00	74,372.61	60,213.25	67,222.22	71,975.69	72,129.50	68,013.04	82,118.20	72,421.98	70,817.94	14,158.40	75,027.61
SEP	91,495.40	95,376.56	84,658.84	68,350.41	66,226.73	61,634.40	64,902.17	71,588.03	69,322.53	72,982.30	70,907.90	72,339.78	75,534.82	82,638.75	-3,881.16	74,854.19
OCT	77,515.32	81,325.29	83,697.53	79,532.64	83,127.27	67,597.67	62,773.90	66,987.77	62,588.02	56,915.57	63,506.76	70,327.93	68,366.76	71,213.42	-3,809.97	71,105.42
NOV	86,974.16	65,078.43	58,700.69	48,656.78	44,874.62	51,259.05	57,788.79	40,322.53	37,633.68	45,411.50	49,661.30	44,025.19	58,998.97	50,269.12	21,895.73	52,832.49
DEC	76,769.35	64,727.71	63,911.96	57,015.92	51,227.28	43,302.04	41,047.74	42,171.17	49,071.97	42,429.77	44,676.48	41,503.58	47,942.62	55,002.75	12,041.64	51,485.74
JAN	62,964.60	67,725.49	60,304.11	55,272.76	53,052.87	57,447.00	47,817.24	45,784.09	47,709.09	45,342.93	51,131.25	56,283.46	53,114.25	54,780.63	-4,760.89	54,194.98
FEB		57,105.60	47,250.56	48,571.93	52,996.99	45,344.92	53,352.75	35,568.35	38,061.16	42,143.05	47,184.62	49,732.65	55,843.90	51,339.53	0.00	44,606.86
MAR		76,188.57	82,623.38	65,726.31	53,328.06	72,206.38	57,266.54	60,501.22	57,242.46	52,682.82	52,794.64	59,934.86	67,616.28	48,602.24	0.00	57,622.41
APR		92,214.51	99,013.64	86,425.63	82,897.56	71,400.41	68,112.26	71,243.34	70,124.48	67,480.00	74,724.40	65,270.03	83,786.22	85,306.26	0.00	72,714.20
MAY		114,434.57	99,931.72	89,934.67	100,252.82	96,881.53	91,542.96	78,208.90	75,294.21	87,083.35	99,031.46	105,344.51	76,090.04	90,893.52	0.00	86,066.02
JUN		111,264.81	83,412.05	94,362.27	76,768.77	78,822.22	63,639.69	69,892.46	65,259.92	65,969.41	71,203.07	81,772.03	85,379.59	71,113.28	0.00	72,775.68
TOTAL	581,199.65	988,345.86	918,438.10	854,456.76	809,802.31	791,937.71	737,331.50	722,592.77	713,670.20	729,568.57	766,583.10	801,061.48	812,797.16	807,893.38	44,061.85	788,262.75
BUDGETED	910,000	840,000	780,000	780,000	740,000	720,000	720,000	730,000	780,000	800,000	816,839	850,000	850,000	730,000		
% BUDGET	64%	118%	118%	110%	109%	110%	102%	99%	91%	91%	94%	94%	96%	111%		
chg fr last yr	-407,146	69,908	63,981	44,654.45	17,864.60	54,606.21	14,738.73	8,922.57	-15,898.37	-37,014.53	62,519.05	-11,735.68	4,903.78			
%chg fr last yr	-41%	8%	7%	6%	2%	7%	2%	1%	-2%	-5%	-4%	-1%	1%			
Mthly Avg	48,433	82,362	76,537	71,205	67,484	65,995	61,444	60,216	59,473	60,797	63,882	66,755	67,733	67,324		65,688.56

### Town of Raymond 2018/2019 Budget

<b>Expense</b>						
	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 10-1000 General Government / Administration						
1000 Salaries	360,134.00	194,444.94	360,134.00	0.00	.00%	budget with no increase, last years merit 9,050
3005 Contract Fees & Services	49,775.00	40,649.47	18,220.00	-31,555.00	-63.40%	last year included TRIO implementation
3120 Legal/Audit	36,200.00	19,937.00	36,200.00	0.00	.00%	
3135 Rescue Billing	12,000.00	4,814.03	14,000.00	2,000.00	16.67%	projecting increased revenue
3205 Registry of Deeds	5,700.00	999.00	5,000.00	-700.00	-12.28%	reduce to expected
3230 Travel & Training	11,000.00	6,153.93	11,500.00	500.00	4.55%	increasing based on history
3235 Dues & Publications	1,516.00	463.67	1,500.00	-16.00	-1.06%	rounded
3240 Advertising	5,000.00	1,631.00	5,000.00	0.00	.00%	based on last year actual
6005 Supplies General	4,000.00	2,014.74	4,600.00	600.00	15.00%	combined supplies & equip
6030 Elections	4,839.00	2,165.43	4,698.00	-141.00	-2.91%	per clerk
6031 Postage	6,000.00	2,032.81	6,000.00	0.00	.00%	reduced to actual
6032 Printing	2,800.00	0.00	2,000.00	-800.00	-28.57%	reduced based on last year
7015 Phone	4,500.00	1,786.58	2,000.00	-2,500.00	-55.56%	cell, land, VOIP reconfigured this year
9005 Equipment	600.00	276.62	0.00	-600.00	-100.00%	combined with supplies
1000 - Administration	504,064.00	277,369.22	470,852.00	-33,212.00	-6.59%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 10-1100 General Government / Compensation & Training						
1000 Salaries	29,081.00	0.00	26,419.00	-2,662.00	-9.15%	requesting to carryover & replenish to 55,500.00
3230 Travel & Training	10,000.00	7,500.00	10,000.00	0.00	.00%	
1100 - Compensation & Training	39,081.00	7,500.00	36,419.00	-2,662.00	-6.81%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 10-1250 General Government / Assessors						
1000 Salaries	14,768.00	4,302.38	14,560.00	-208.00	-1.41%	budget with no increase
3101 Assessing	30,000.00	14,500.00	31,150.00	1,150.00	3.83%	new three year contract
3205 Registry of Deeds	1,200.00	371.00	1,200.00	0.00	.00%	
3210 Software General	10,665.00	8,445.00	24,930.00	14,265.00	133.76%	mandatory software upgrade
3230 Travel & Training	600.00	172.00	600.00	0.00	.00%	
6005 Supplies General	1,100.00	356.08	1,100.00	0.00	.00%	
1250 - Assessors	58,333.00	28,146.46	73,540.00	15,207.00	26.07%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 10-1500 General Government / Code Enforcement						
1000 Salaries	95,252.00	56,783.66	80,200.00	-15,052.00	-15.80%	staff change
3210 Software General	5,000.00	0.00	5,000.00	0.00	.00%	
3230 Travel & Training	2,500.00	110.00	1,500.00	-1,000.00	-40.00%	reduced to actual
6005 Supplies General	1,000.00	781.24	1,800.00	800.00	80.00%	to actual
6020 Gas/Diesel	4,000.00	970.71	4,000.00	0.00	.00%	
7015 Phone	1,400.00	671.01	1,400.00	0.00	.00%	
1500 - Code Enforcement	109,152.00	59,316.62	93,900.00	-15,252.00	-13.97%	



**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 10-2000 General Government / Town Hall						
1000 Salaries	0.00	0.00	7,000.00	7,000.00	100.00%	cleaning twice weekly
3005 Contract Fees & Services	1,075.00	3,721.75	1,200.00	125.00	11.63%	security system, fire extinguisher inspection
4005 Building Maintenance	9,020.00	941.60	2,000.00	-7,020.00	-77.83%	minor repairs, septic, plumbing
5005 Equipment Rental	1,900.00	0.00	0.00	-1,900.00	-100.00%	not needed
6005 Supplies General	1,200.00	342.21	1,200.00	0.00	.00%	paper towels, bathroom tissue, cleaning supplies
7005 Heating	1,920.00	633.12	1,920.00	0.00	.00%	
7025 Utilities	8,500.00	3,439.11	8,500.00	0.00	.00%	
2000 - Town Hall	23,615.00	9,077.79	21,820.00	-1,795.00	-7.60%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 10-5500 General Government / Technology						
1000 Salaries	15,506.00	746.25	10,506.00	-5,000.00	-32.25%	Videographer based on use
3005 Contract Fees & Services	13,400.00	7,095.90	13,400.00	0.00	.00%	
3115 IT Management	80,000.00	53,331.46	80,000.00	0.00	.00%	
3211 Software Departments	10,600.00	2,537.52	10,600.00	0.00	.00%	
3215 Software Network	5,200.00	2,234.46	5,200.00	0.00	.00%	
3220 Software Servers	16,365.00	8,463.92	16,365.00	0.00	.00%	
3225 Department Network	600.00	0.00	600.00	0.00	.00%	
6050 Broadcasting expenses	19,000.00	15,340.69	19,000.00	0.00	.00%	
9050 Hardware Department	9,600.00	9,524.58	9,600.00	0.00	.00%	
9051 Hardware Network	2,000.00	3,024.20	2,000.00	0.00	.00%	
9052 Hardware Server	12,000.00	10,926.44	12,000.00	0.00	.00%	
5500 - Technology	184,271.00	113,225.42	179,271.00	-5,000.00	-2.71%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 10-5750 General Government / Community Development						
1000 Salaries	7,072.00	3,920.00	0.00	-7,072.00	-100.00%	department moved to TIF
3125 Ordinance Updates	5,000.00	0.00	0.00	-5,000.00	-100.00%	
3130 Planning Services	26,500.00	14,069.53	0.00	-26,500.00	-100.00%	
3240 Advertising	2,000.00	828.00	0.00	-2,000.00	-100.00%	
3325 Lake Region Bus	7,000.00	3,500.00	9,656.00	2,656.00	37.94%	per agency request
3350 Naples Casco Raymond 155	400.00	0.00	0.00	-400.00	-100.00%	request included in cemeteries
6005 Supplies General	500.00	145.86	0.00	-500.00	-100.00%	
5750 - Community Development	48,472.00	22,463.39	9,656.00	-38,816.00	-80.08%	

### Town of Raymond 2018/2019 Budget

	<b>Expense</b>					
	2018	2018	2019	Man Req vs"	Man Req vs	
	Budget	YTD	Manager	Curr Bud	Curr Bud	
				Change \$	Change %	
<b>Dept/Div: 20-6000 Public Safety / Fire Department</b>						
1000 Salaries	514,300.00	267,879.95	516,907.00	2,607.00	.51%	merit pool adjustment was 10,000, on call hours increase
3005 Contract Fees & Services	6,350.00	2,533.05	9,000.00	2,650.00	41.73%	align to actual
3105 Dispatch Services	33,741.00	0.00	34,753.00	1,012.00	3.00%	3% increase
3175 Health & Safety	10,000.00	1,656.07	11,500.00	1,500.00	15.00%	increase fit for duty testing
3230 Travel & Training	14,000.00	3,678.14	14,000.00	0.00	.00%	
3235 Dues & Publications	1,600.00	1,715.00	1,500.00	-100.00	-6.25%	subscriptions online & trade journals
4005 Building Maintenance	21,400.00	10,997.10	21,400.00	0.00	.00%	
4020 Vehicle Maintenance	36,000.00	14,957.95	37,000.00	1,000.00	2.78%	repairs, pump testing ladders cert, diesel services
4060 FF Equip R&M	5,550.00	5,646.01	5,550.00	0.00	.00%	handheld equipment
4065 Radio Repair & Replacement	10,709.00	1,151.44	10,700.00	-9.00	-.08%	batteries, pagers portables and mobiles
6015 Uniforms/Clothing	5,200.00	626.30	5,500.00	300.00	5.77%	new members
6020 Gas/Diesel	12,450.00	7,502.89	13,000.00	550.00	4.42%	increase to reflect actual
6061 SCBA/Air Packs	4,800.00	249.55	4,800.00	0.00	.00%	testing, repairs, batteries
6062 Fire Prevention	1,300.00	1,513.83	1,600.00	300.00	23.08%	reflects increased costs of materials
6063 Supplies-Operations	17,000.00	6,869.39	17,000.00	0.00	.00%	
6064 Supplies-RX	15,000.00	4,717.02	15,000.00	0.00	.00%	meds & medical supplies
6065 Turnout Gear/Equipment	10,200.00	1,903.73	12,000.00	1,800.00	17.65%	\$2000 per set, ten year life
7005 Heating	9,975.00	3,154.26	10,500.00	525.00	5.26%	adjusted to reflect actual
7025 Utilities	25,010.00	13,010.52	27,000.00	1,990.00	7.96%	anticipated CMP increases
9005 Equipment	8,000.00	2,693.63	8,000.00	0.00	.00%	valves, appliances, bulk foam purchases
6000 - Fire Department	762,585.00	352,455.83	776,710.00	14,125.00	1.85%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 20-6100 Public Safety / Animal Control						
1000 Salaries	7,900.00	4,816.39	10,998.00	3,098.00	39.22%	increased hours, new deputy
3005 Contract Fees & Services	6,211.00	4,657.80	6,210.00	-1.00	-.02%	Animal refuge league contract
3230 Travel & Training	5,211.00	1,523.38	2,021.00	-3,190.00	-61.22%	estimate
6100 - Animal Control	19,322.00	10,997.57	19,229.00	-93.00	-.48%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 30-8100 Public Works / PW						
1000 Salaries	268,793.00	143,880.75	265,675.00	-3,118.00	-1.16%	merit pool increase 6,000, increased overtime
3005 Contract Fees & Services	6,000.00	9,928.04	6,000.00	0.00	.00%	
3145 Road Striping	19,554.00	19,429.34	19,554.00	0.00	.00%	
3150 Roadside Mowing	4,300.00	825.00	4,900.00	600.00	13.95%	
3230 Travel & Training	400.00	0.00	1,000.00	600.00	150.00%	
4005 Building Maintenance	7,100.00	990.00	7,100.00	0.00	.00%	
4015 Equipment Maintenance	39,625.00	17,282.84	39,625.00	0.00	.00%	
4080 District 1 Building Maintenanc	5,000.00	4,897.71	5,000.00	0.00	.00%	
5005 Equipment Rental	2,500.00	1,152.00	2,500.00	0.00	.00%	
6005 Supplies General	3,500.00	814.93	3,500.00	0.00	.00%	
6010 Suppies Materials	15,000.00	7,600.33	15,000.00	0.00	.00%	
6020 Gas/Diesel	23,905.00	13,759.74	30,000.00	6,095.00	25.50%	estimated increase
6081 Shop/Safety Equip	4,500.00	1,536.04	4,500.00	0.00	.00%	
6082 Street Signs	5,500.00	374.60	5,500.00	0.00	.00%	
7025 Utilities	4,000.00	4,495.96	8,000.00	4,000.00	100.00%	adjusted for actual, elect, heating, cell phones
8100 - PW	409,677.00	226,967.28	417,854.00	8,177.00	2.00%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 30-8200 Public Works / Solid Waste						
3140 Recycling Pick up & Hauling	131,131.00	63,689.88	133,754.00	2,623.00	2.00%	2nd yr of extension not to exceed 2%
3160 Trash Pickup	131,131.00	63,689.88	133,754.00	2,623.00	2.00%	
3170 Trash Tipping	61,500.00	38,157.47	64,500.00	3,000.00	4.88%	\$41.00/ton based on calendar 2017 tonnage
8200 - Solid Waste	323,762.00	165,537.23	332,008.00	8,246.00	2.55%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 30-8300 Public Works / Snow						
3155 Snow Plowing	179,200.00	35,840.00	184,000.00	4,800.00	2.68%	3rd and final year of contract increased to 1200 tons 59.70
6083 Road Salt	60,000.00	32,916.20	71,640.00	11,640.00	19.40%	
6084 Winter Sand	41,200.00	16,240.00	41,200.00	0.00	.00%	
8300 - Snow	280,400.00	84,996.20	296,840.00	16,440.00	5.86%	



**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 40-1200 Public Services / Cemeteries						
3005 Contract Fees & Services	22,308.00	11,259.48	29,800.00	7,492.00	33.58%	increase in contract
3210 Software General	4,385.00	0.00	845.00	-3,540.00	-80.73%	annual fee
4010 Repairs & Maintenance	2,700.00	2,131.65	4,700.00	2,000.00	74.07%	increase stone cleaning.
9070 Land Improvements	10,000.00	2,000.00	0.00	-10,000.00	-100.00%	no additional expansion
1200 - Cemeteries	39,393.00	15,391.13	35,345.00	-4,048.00	-10.28%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 40-1210 Public Services / Recreation						
3005 Contract Fees & Services	8,821.00	4,243.99	10,500.00	1,679.00	19.03%	mowing, porta potties
3315 Raymond Baseball	2,000.00	0.00	2,000.00	0.00	.00%	agency request
3320 Raymond Rattlers	1,600.00	0.00	2,000.00	400.00	25.00%	agency request
3345 Agawam Mowing	2,000.00	2,000.00	2,000.00	0.00	.00%	agency request
6005 Supplies General	2,500.00	378.39	2,500.00	0.00	.00%	
1210 - Recreation	16,921.00	6,622.38	19,000.00	2,079.00	12.29%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 40-1275 Public Services / Raymond Village Library						
3310 Raymond Village Library	60,000.00	30,000.00	60,000.00	0.00	.00%	agency request
4005 Building Maintenance	500.00	0.00	500.00	0.00	.00%	
1275 - Raymond Village Library	60,500.00	30,000.00	60,500.00	0.00	.00%	

### Town of Raymond 2018/2019 Budget

#### Expense

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 42-9000 Tax Increment Finance / TIF						
1000 Salaries	0.00	0.00	7,280.00	7,280.00	100.00%	from community development
3110 Mapping & GIS	25,000.00	4,708.35	15,000.00	-10,000.00	-40.00%	decreasing to expected total
3125 Ordinance Updates	0.00	0.00	5,000.00	5,000.00	100.00%	
3130 Planning Services	0.00	0.00	26,500.00	26,500.00	100.00%	
3240 Advertising	0.00	0.00	2,000.00	2,000.00	100.00%	
3305 Historical Society	1,800.00	0.00	1,800.00	0.00	.00%	agency requested
3330 RWPA Milfoil	20,000.00	20,000.00	17,000.00	-3,000.00	-15.00%	agency requested
3335 Street Flag Replacement	1,000.00	0.00	1,000.00	0.00	.00%	
3340 GPCOG	4,436.00	4,436.00	0.00	-4,436.00	-100.00%	not recommending, request 7,098
3346 Hawthorne House	1,000.00	1,000.00	1,000.00	0.00	.00%	agency requested
3347 Vitalization Committee	5,000.00	255.00	0.00	-5,000.00	-100.00%	no request, confirmed
4090 Rte 302 Maintenance	30,000.00	12,087.64	35,000.00	5,000.00	16.67%	
5010 Hydrant Rental	6,332.00	3,084.00	6,332.00	0.00	.00%	
6005 Supplies General	0.00	0.00	500.00	500.00	100.00%	
7020 Street Lights	23,000.00	10,868.41	23,000.00	0.00	.00%	estimate
8010 302 Bond Principal	40,400.00	40,400.00	0.00	-40,400.00	-100.00%	paid off 2017
8015 302 Bond Interest	124.00	123.33	0.00	-124.00	-100.00%	paid off 2017
8020 Waterline Bond Principal	59,030.00	59,030.00	0.00	-59,030.00	-100.00%	paid off 2017
8025 Waterline Bond Interest	180.00	180.21	0.00	-180.00	-100.00%	paid off 2017
9035 Paving/Roads	0.00	0.00	75,000.00	75,000.00	100.00%	part here , rest in CIP
9065 Playground Improvements	0.00	0.00	35,000.00	35,000.00	100.00%	new/upgrade playground equipment
9000 - TIF	217,302.00	156,172.94	251,412.00	34,110.00	15.70%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 50-5500 General Assistance / GA						
3500 Client Benefits/Services	6,000.00	2,921.60	8,000.00	2,000.00	33.33%	70% reimbursement included in revenue
5500 - GA	6,000.00	2,921.60	8,000.00	2,000.00	33.33%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 60-6000 Education / RSU						
3200 Assessment	9,172,708.00	5,357,134.39	9,172,708.00	0.00	.00%	using last year as a place holder
6000 - RSU	9,172,708.00	5,357,134.39	9,172,708.00	0.00	.00%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 70-4000 Employee Benefits / Employee Benefits						
2020 Health Insurance	270,000.00	140,948.63	284,220.00	14,220.00	5.27%	see schedule
2030 Life insurance	4,300.00	3,189.70	4,800.00	500.00	11.63%	
2040 Retirement	45,000.00	22,767.72	45,000.00	0.00	.00%	
2050 Social Security & Medicare	101,880.00	53,874.51	101,200.00	-680.00	-.67%	
4000 - Employee Benefits	421,180.00	220,780.56	435,220.00	14,040.00	3.33%	

**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 71-4100 Insurance / Insurance						
3410 Liability/Vehicle Insurance	37,521.00	30,578.00	39,161.00	1,640.00	4.37%	see schedule
3420 Unemployment Insurance	1,000.00	0.00	1,000.00	0.00	.00%	
3425 Workers Comp	23,456.00	20,817.50	28,030.00	4,574.00	19.50%	see schedule
4100 - Insurance	61,977.00	51,395.50	68,191.00	6,214.00	10.03%	



**Town of Raymond 2018/2019 Budget**

**Expense**

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
<hr/>						
Dept/Div: 72-9100 County Tax / County Tax						
3200 Assessment	727,076.00	727,076.00	727,076.00	0.00	.00%	using last year as a placeholder
9100 - County Tax	727,076.00	727,076.00	727,076.00	0.00	.00%	

### Town of Raymond 2018/2019 Budget

#### Expense

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 80-1300 Debt Service / Debt Service						
8030 2013 Bond Principal	200,000.00	200,000.00	200,000.00	0.00	.00%	per schedule
8035 2013 Bond Interest	32,000.00	17,000.00	28,000.00	-4,000.00	-12.50%	per schedule
8040 2015 Bond Principal	90,000.00	90,000.00	90,000.00	0.00	.00%	per schedule
8045 2015 Bond Interest	13,200.00	7,050.00	11,400.00	-1,800.00	-13.64%	per schedule
8050 PSB Bond Principal	106,356.00	106,356.00	0.00	-106,356.00	-100.00%	paid off 2017
8055 PSB Bond Interest	325.00	324.68	0.00	-325.00	-100.00%	paid off 2017
1300 - Debt Service	441,881.00	420,730.68	329,400.00	-112,481.00	-25.46%	

### Town of Raymond 2018/2019 Budget

#### Expense

	2018 Budget	2018 YTD	2019 Manager	Man Req vs" Curr Bud Change \$	Man Req vs Curr Bud Change %	
Dept/Div: 90-1500 Capital Improvements / Capital Improvements						
9005 Equipment	132,663.17	47,567.13	215,000.00	82,336.83	62.06%	PWD request
9030 Municipal Facilities	37,211.44	-77,812.06	35,000.00	-2,211.44	-5.94%	PWD request
9035 Paving/Roads	458,791.33	330,019.67	245,000.00	-213,791.33	-46.60%	additional request in TIF
9040 Signs	62,000.00	63,774.81	0.00	-62,000.00	-100.00%	project completed
9045 Technology	30,916.94	30,916.94	0.00	-30,916.94	-100.00%	per Tech Director
9060 Fire CIP	430,944.38	24,872.00	265,000.00	-165,944.38	-38.51%	Per FD
1500 - Capital Improvements	1,152,527.26	419,338.49	760,000.00	-392,527.26	-34.06%	
<b>Expense Totals:</b>	<b>15,080,199.26</b>	<b>8,765,616.68</b>	<b>14,594,951.00</b>	<b>-485,248.26</b>	<b>-3.22%</b>	

## Capital Improvements

	Carryover from 2016/2017	2018 Budget	Per Worksheet Total
Equipment	42,663	90,000	132,663
Municipal Facilities	2,211	35,000	37,211
Paving/Roads	158,791	300,000	458,791
Signs		62,000	62,000
Technology		20,000	30,917
Fire CIP	320,944	110,000	430,944
	535,526	617,000	1,152,526



*Susan L Look  
Raymond Town Clerk  
401 Webbs Mills Road  
Raymond, Maine 04071  
207.655.4742 x121*

February 9, 2018

TO: Don Willard – Town Manager  
FROM: Sue Look – Town Clerk/Registrar  
RE: **FY 2018-19 Budget Proposal for Elections, Cemeteries, and Front Office**

Attached please find budget details for Elections and Cemeteries for FY 2018-19.

**Elections Budget:**

- The budget is different than last year for the following reasons:
  - The wages for Election Workers continues to go up as Minimum Wage increases.
  - The amount the Town of Raymond is reimbursed by RSU #14 for the June Election was underestimated last year.
- This means a budget decrease of \$141.00 compared to last year.

*NOTE: Since there are Constitutional issues with Ranked Choice Voting, I did not take this into account in the budget. 2 voting machines would be required for any elections that included Ranked Choice Voting.*

**Cemetery Budget:**

- I am requesting an increase in the monies to repair stones from \$2,000 to \$3,500. In 2017-18 all of the stones that were broken in the old section of Raymond Hill Cemetery were fixed. In 2018-19 I am proposing to have the stones in this section cleaned. Many have so much moss and lichen growing on them that the writing is not legible.
- The new mowing contract is an increase of \$7,000 over last year.

**Front Office Hours:**

- I am requesting increasing Alice Hamilton's and Cynthia Davenport's hours by a total of 1.5 hours per week. This will give them each 20 hours and will allow us to have coverage until the office closes each afternoon (which is when the office is most busy).

## Budget cover letter 2018

The Raymond Fire Rescue Department hit a milestone this year by responding to over 900 calls for service. This increased demand for service takes a toll on our equipment, budget and personnel. Our calls for emergency medical services, are the majority of what we do with fifty-five percent of our volume. This year we have seen an increase in water rescue related calls, more severe weather generated issues and a decrease in mutual aid calls as both Windham and Casco have added to their daytime personnel and increased their response capabilities.

### Fire Year Call Volume:

2017	2016	2015	2014	2013	2012
908	832	776	742	773	716

Our goals for the 2018-2019 year are to: Increase call company membership, maintain the budget expenses that are within our control, and increase the health and safety of our members with fire-fighter cancer prevention and physical fitness programs.

Fire service membership throughout Maine is critically low for most towns particularly during day hours. Our personnel are stretched thin, especially the call company members who combine their love of the job by dedicating hours to the Town in conjunction with working full-time jobs or being a college student or retiree. At times we are unable to staff all the allotted call company positions especially on days and weekends and often at the forefront of responses is the concern that not enough qualified personnel will be available to handle the incident. We have been innovative in addressing this challenge by adding four live-in fire science or paramedicine students, who are with us during the school year but home on holidays, long weekends and the summer.

We plan on continuing our efforts with a large-scale membership drive for the call company. Despite ongoing focused efforts to recruit we are always in competition with other departments, people's lives and job commitments and like most departments for every ten prospective applicants that come through the door only one to two will accept the job and be with us for more than three years. With the required education, uniforms and personal protective gear it cost an average of seven thousand dollars to fully train one person and takes three to four years for new members to gain the experience needed to be fully proficient in the job.

Though we continue to try to find creative funding mechanisms, we find it an increasing struggle to contain costs with service demands and the rising cost of capital and consumable goods. A set of firefighter turnout gear ten years ago was under \$1,200 and is now \$2,000. The SCBA replacement air tank is \$853 and in 2009 they were \$500 each. An EMT-Basic certification class has increased from \$325 to over \$900. These are illustrative of the cost increases we see throughout our service.

Over the last ten years the Fire Rescue Department obtained over \$500,000 in successful grant awards and the Fire Rescue Association has purchased and donated over \$150,000 of equipment and large-scale trainings. Our grants received have purchased NFPA and OSHA required equipment at a savings to our tax-payers. Grants have provided turnout gear, SCBA's, wildfire gear, large diameter hose and this spring we will take delivery of a new tanker at a savings of over \$260,000 to the Town.

Each year the Raymond Fire Rescue Association, which in reality are members of the department wearing a fund raiser hat, donate on average of \$15,000 to the department with equipment and paying for large scale trainings. Over the past ten years the R.F.R.A. has donated a fifteen lead Cardiac Monitor, ice and water rescue equipment, a power cot, two thermal imaging cameras, rated Nomex hoods, and money towards the digital sign. They provided funding to pay for two certification classes a year, so EMS members can receive necessary continuing education hours to maintain their medical licenses, such as ACLS, PHTLS, AMLS, and specialized trainings for pediatrics and geriatrics along with fire trainings like "Managing the Mayday event" from national trainers. We use these mechanisms to offset and control the budget.

There are many areas in which we cannot control cost. These include changes in safety standards, protocol, which we must operate within, increased demands, and cost of materials and goods. The other issue is the cost of ongoing maintenance of facilities, with multiple heating and air handling plants, electrical systems, alarm and sprinkler systems, which require maintenance to assure the systems running efficiently. The cost of staffing which is always changing in the area and due to demand, a minimum wage increase last year and this coming year will influence our members and budget

Proudly I can say our team successfully saved lives, properties, and prevented emergencies through progressive code enforcement and educational efforts. We were able to improve our ISO rating one classification rate dropping from a class five to a class four, a testament to our ongoing training, education/enforcement and risk reduction efforts.

Sincerely

The Leadership Team

Raymond Fire and Rescue

## FIRE RESCUE CIP BUDGET

Apparatus	Make / Year		Purchased from:	Price Paid	Replacement Cost- Today	2018-2019
Rescue 1	2014 Ford E450	6 years	PL Custom	170,000.00	180,000.00	
Rescue 2	2012 Chevy 4500	6 years	PL Custom	168,000.00	180,000.00	\$190,000.00
Engine 1	2004 E-1 Typhoon	2024	E-1 Demo	375,000.00	600,000.00	
Engine 2	2015 Pierce	2035	Pierce	324,000.00	440,000.00	
Tank 1	1997 International	2022	Demo-	220,000.00	300,000.00	
Tank 2	1989 Freightliner	Grant for 2018	Tractor Trailer- rehab to T	118,000.00	300,000.00	
Utility 7	2003 Ford 550	2023	E-1	112,813.00	160,000.00	
Squad 8	1999 Freightliner	2029- redone in 2014	EVI Rescue	46,000.00	200,000.00	
Marine 1	28' Ambar 2 - 125 HP		State Surplus	14,132.00	250,000.00	
Marine 2	19" Whaler- 70 HP		State Surplus	600.00	15,000.00	
Service Truck 2	2015 Chevy 1/2 ton	2030	Quirk	29,000.00	30,000.00	
Unit 10	2015 Chevy Tahoe	2030	Quirk Augusta	34,000.00	40,000.00	
Utility 5	2000 Ford 250	2025	State Surplus	5,200.00	38,000.00	
ATV	2013 Polaris		Rochester Motor Sports	7,475.00	7,500.00	
Forestry Trailer	2012 Tailwind		Lee's Family Trailer	5,000.00	12,000.00	
<b>Apparatus Totals</b>						<b>\$190,000.00</b>
<b>Current CIP plan for \$75,000.00 to Rescue Reserve every year</b>						<b>\$75,000.00</b>
<b>Total Projected CIP Needs</b>						<b>\$265,000.00</b>
<b>Apparatus to Purchase</b>						<b>Rescue 2</b>
						<b>\$190,000.00</b>
						<b>Take from</b>
						<b>Reserve</b>

**324,577.00** Currently in Fire Dept. CIP Reserve  
**-7,500.00** Designated for Marine 1 painting  
**-150,000.00** Designated for Rescue Reserve  
**-100,000.00** Designated for PSB Facility - \$250K CIP last year  
**67,077.00** CIP Balance

**In CIP Operations Account**  
**\$150,000.00** Designated for PSB  
**-\$43,264.00** Roof Deposit Paid  
**-\$106,736.00** For Roof & Projects  
**\$0.00** Balance (once projects done)





PO Box 336  
Westbrook, ME 04098-0336  
207-854-9771 ph 207-887-7216 fx

## Letter of Transmittal

**To:** Town of Raymond  
Attn: Don Willard  
401 Webbs Mill Road  
Raymond, ME 04071

**From:** Joanne Majka

**Date:** January 17, 2018

**Re:** Town Contract Renewal 2019

**CC:** file

Please find the enclosed 2 copies of the Animal Refuge League of Greater Portland (ARLGP) shelter contract renewals. The rate for your fiscal year 2019 is remaining the same at \$1.40. Additionally, you will find 2017 animal statistics attached to the contracts.

To renew your contract with the ARLGP, enter the date on page 1 and sign on page 4 on each contract. Please return one copy of the contract back to the ARLGP.

Currently we do not collect and reimburse the Town of Raymond any Impound Fee from anyone who claims a dog or cat that was brought to us by the Raymond ACO or a Raymond officer. If you want to initiate this process, please notify us in writing.

If you have any questions or need additional information, please do not hesitate to call Joanne Majka at 207-517-3933.

Sincerely,

Joanne Majka

Raymond Intakes 2017					
	Cat	Dog	Rabbit	Other	Total
Clinic	3	6	0	0	9
Surrender	6	3	2	0	11
Returned	2	2	0	0	4
Stray	5	7	1	0	13
<b>Total</b>	<b>16</b>	<b>18</b>	<b>3</b>	<b>0</b>	<b>37</b>

Raymond Outcomes 2017					
	Cat	Dog	Rabbit	Other	Total
Adoption	18	15	2	2	37
Clinic	3	6	0	0	9
DOA	0	0	0	0	0
Euthanized	1	0	0	0	1
RTO	1	4	1	0	6
<b>Total</b>	<b>23</b>	<b>25</b>	<b>3</b>	<b>2</b>	<b>53</b>

## Public Works

### Budget 2018/2019

I budgeted for 1,200 tons of salt for winter 2018/2019 operations. We use approximately 380 tons of salt to mix with winter sand to stockpile and the remainder is used for cleaning up after the storm. We have started using more salt on the heavier traveled roads at the start and end of each storm to help with clean up. This will also save fuel and time. Currently, we pay \$59.70/ton adding \$11,940.

I have increased fuel and utilities to more accurately reflect the cost and usage and added \$20,000 to Capital Improvements for paving of roads to support our continued goal of road improvement. I also increased the equipment budget line to allow for the purchase of a used 2-3 cubic yard front-end loader and to replace a 2003 ¾ ton Pick-up truck.

Lastly, I'm negotiating with the Plow Contractor to reduce the contract by \$34,000 by taking back a 6-mile route. All other line items in my budget will remain the same.

	Health	Dental	Life	STD/LTD
Current monthly	15,783.57	1,299.37	249.23	31.24
	12.00	12.00	12.00	12.00
Current	189,402.84	15,592.44	2,990.76	374.88
5%	9,470.14	779.62	149.54	18.74
Additional			1,260.00	
	59,000.00			
unfilled fulltime				
Fire prem	16,380.00			
HRA	4,000.00			
Withholding	(10,410.92)			
	267,842.06	16,372.06	4,400.30	400.00
		284,214.12		4,800.30

MEMIC

Initial premium	23,859.00
adjustment	1,767.00
	25,626.00
audit premium for prior	1,588.00
	27,214.00
	1.03
	28,030.42

other insurance  
Kyes

Property	12,743.00
General	2,875.00
Public Officials	
Employment Practices	4,145.00
Auto	9,968.00
Umbrella	1,151.00
Rescue	1,500.00
	33,789.00
Bonds	626.00
Cyber	2,529.00
	36,944.00
6% increase	
	39,160.64
	39,161.00

## Agency submissions included in budget

Regional Transportation Program (community development)

American Legion Post 155 (cemeteries)

Raymond Baseball (recreation)

Raymond Rattlers (recreation)

Raymond Rec Agawam Mowing (recreation)

Raymond Village Library

Raymond Historical Society (TIF)

Raymond Waterways Protective Association (TIF)

Hawthorne House (TIF)



## ***Great Rides for Everyone!***

To: Town Managers: Robert Peabody, Bridgton; Mitchell Berkowitz, Naples; David Morton, Casco;  
Don Willard, Raymond; Anthony Plante, Windham  
From: Jack De Beradinis, Executive Director, Regional Transportation Program (RTP)  
Date: December 12, 2017

### **Re: Funding Request for Lakes Region Explorer FY 7/1/2018 - 6/30/2019**

I am writing to request financial support in the amount of \$9,656 from each of the five towns along Route 302 served by RTP's Lakes Region Explorer, namely: Bridgton, Naples, Casco, Raymond and Windham. I have included budgetary information along with an update on our service to the Lakes Region. Please consider this proposal separate from RTP's annual funding request to supplement our demand/response and shopper shuttle transportation to your communities. **Specific application forms for funding the Lakes Region Explorer will be submitted to the Towns of Bridgton and Naples as required.**

As stated in my funding request last year, this public bus service is made possible through the efforts and support of many individuals, businesses and governmental entities that work closely with RTP. Our key partners in this endeavor include the five towns named above, the Federal Transit Administration, MaineDOT, GPCOG, Opportunity Alliance, Cumberland County, Department of Energy, Bridgton Transit Association, Community Transportation Association of America and local newspapers, etc.

As you may recall, RTP implemented the Lakes Region Explorer service four years ago. This service provides four round trips from 6:00 AM to 10:15 PM between Bridgton and Portland each weekday with connections to the Metro bus system. In addition to the scheduled stops in each town, the driver will make a few extra pickups and drop-offs along the way providing such accommodations are safe and do not cause the bus to run behind schedule. Our bus is lift-equipped with a Wi-Fi connection and bike rack. The driver will initiate text alerts for service delays and our connection to google transit enable riders to view the stop areas from their smart phones.

In the first year of service, RTP provided less than 4,000 one-way trips (boardings) for individuals going to work, medical appointments, shopping, school, summer camps, recreation and personal visits. During the second fiscal year ended September 2015, the Explorer provided 5,966 trips while in FY 2016, we provided 8,814 trips representing a 48% increase over the prior year. This past fiscal year, our boardings increased to 9,597.

In the coming year, we plan to add real-time GPS technology in order for our riders to receive accurate estimates on their smart phones for arrival times at each stop. In addition, we will continue to provide current text alerts informing the riders of delays, breakdowns or cancellations due to inclement weather.



Together, these technologies will substantially enhance the efficiency and usability of the service which, in turn, should attract new riders. The additional expenditures related to the GPS tracking system will be offset by the elimination of our Saturday service which has not generated sufficient ridership. RTP may restart Saturday service at some point in the future. Continued promotion and utilization of our service along with new riders subsidized under Windham's CDBG grant should increase our trips to 11,000 in the coming year. During this past year, the Explorer provided nearly 800 subsidized trips. Finally, in the coming year, RTP will replace the Explorer with a new bus with added seating. We will retain the current Explorer as our backup vehicle.

The Lakes Region Explorer not only provides low-cost public transportation to and from several points between Bridgton and Portland, but should also serve to enhance aspects of the region's economic and community development. Connectivity in rural areas is key for those who need access to essential services or other life pursuits but are dependent on public transportation for reasons of cost, age and convenience. Beyond this, the Explorer has been present at holiday celebrations in the region and will continue to provide residents free transportation to and from the Maine Blue's Festival held in Naples. We endeavor to become an important public service to your communities.

The attached budget indicates total revenues of \$144,345 with 33% or \$48,280 from the five towns served. RTP will apply the difference of \$96,065 from federal grants and fare revenues. Total expenses amounting to \$144,345, relates to staffing and the operation of the Explorer and its backup bus. As indicated in last year's funding request, RTP is a small nonprofit agency that continues to struggle with its own financial issues to provide transportation to the disabled, elderly and low-income residents of Cumberland County. We remain dependent on the five towns served by the Explorer to continue their individual contribution of \$9,656. Also attached is information on last year's "Boardings from Town Stops" and a chart showing the increase in utilization of the service between FY 2016 and 2017.

Thank you for your consideration.

## Lakes Region Bus Service 7/1/2018 - 6/30/2019

**Bridgton-Portland/ 4 round trips daily/ Monday-Friday**  
**(Lakes Region stops in Bridgton, Naples, Casco, Raymond, Windham)**

**Operational Support and Revenue**

RTP applies FTA 5311 rural funds				57,000
RTP applies FTA RTAP (Rural Assistance) Funds				13,000
<b>Contribution from 5 towns (\$9,656 per town)</b>				<b>48,280</b>
Farebox revenues				24,565
CDBG grant administered by Town of Windham Issuance of tickets for low-income residents				1,500
<b>Total Operational Support and Revenue</b>				<b>144,345</b>

**Operational Expense**

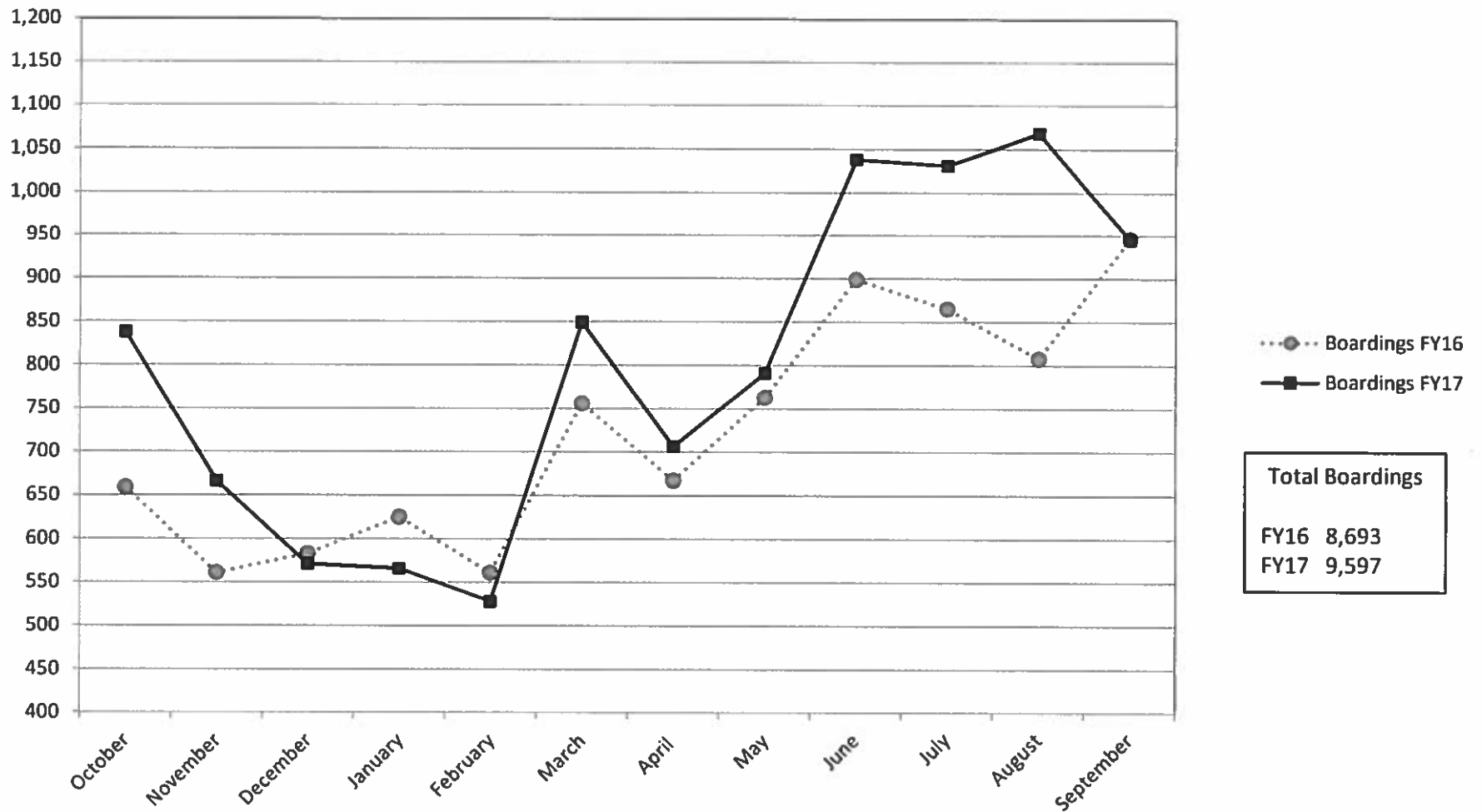
LRE Driver hours per week	78			
Weeks per year	52			
Total Annual Hours		4,056		
Drivers Rate of Pay		15,7028		
Total Driver Wages			63,691	
Administrative Wages (3% of 216,480)				6,494
Dispatch Wages (3% of 264,332)				7,930
Maintenance Wages (3% of 94,411)				2,832
Fica (7.65%)				1,320
Uniforms (3 drivers)				750
Workers' Comp - (63,691/ 100 x \$5.16)				3,286
Unemployment				810
Bus WIFI				480
Real-time GPS				5,000
Advertising/Publications				4,000
Miles Weekly (40 miles x 8 trips x 5 days)	1,600			
Weeks per year	52			
Total miles per year		83,200		
Total Miles (discounted to 95% for holidays and weather)		79,040		
Average Miles per gallon		8.5		
Gallons Required		9,299		
Diesel Price per Gallon (Net of fuel tax)		2.50		
Fuel Expense				23,247
Estimated Vehicle Maintenance (parts/towing)				6,500
Greater Portland Council of Governments (on site support for program development, presentations, etc.)				18,000
Adjustment for rounding				4
<b>Total Operational Expense</b>				<b>144,345</b>

## Lakes Region Explorer Fiscal Year 2017

### FY 2017 Boardings from Town Stops

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Bridgton	103	91	56	57	89	119	91	107	174	196	214	174	1,471
Naples	117	108	77	70	43	98	98	78	155	112	136	115	1,207
Casco	46	44	44	44	45	67	58	77	75	45	84	61	690
Raymond	101	81	60	70	48	88	71	105	98	81	59	70	932
Windham	160	81	109	111	100	165	109	112	149	148	140	162	1,546
Westbrook	21	12	14	11	3	10	18	14	8	18	5	7	141
Portland	290	249	211	203	200	302	261	298	379	431	430	356	3,610
<b>Total</b>	<b>838</b>	<b>666</b>	<b>571</b>	<b>566</b>	<b>528</b>	<b>849</b>	<b>706</b>	<b>791</b>	<b>1038</b>	<b>1031</b>	<b>1068</b>	<b>945</b>	<b>9,597</b>

### Lakes Region Explorer FY16 & FY17





**American Legion Post155**

**Naples, Maine 04055**

26 Casco Rd. P.O. Box 164

To the Town of Raymond,

The American Legion Naples, Casco, Raymond Memorial Post 155 would like to request from the Town of Raymond \$400. These funds will be used for Memorial Day observances including grave markers and flags for Veterans graves.

Thank you for your continued support of our Veterans.

For God and Country

Willis Stuart

A handwritten signature in cursive script that reads 'Willis Stuart'.

Commander Post 155



January 28, 2018

Town of Raymond  
401 Webbs Mills Road  
Raymond, ME 04071

Attn: Cathy Ricker

Dear Cathy,

Raymond Baseball and Softball would like to request consideration for \$2000 funding from the town for the 2018-19 budget year. I have also attached a copy of our annual operating budget.

If you have any questions, I can be best reached at 207-650-7163

Thank you,

Raymond Baseball & Softball

A handwritten signature in black ink that reads "Darren St. Peter". The signature is written in a cursive style with a large initial 'D'.

Darren St Peter, President

Raymond Baseball and Softball - 2018 Season Budget - Approved at January Meeting				
			Actual	Proposed
			2017	2018 Budget
<b>Income</b>				
	Player Registrations		5,867	5,800
	Team Sponsors - Local Businesses		3,600	3,400
	Concession Stand Net Income		1,042	1,500
	Fund Raising Events		1,560	1,200
	Town of Raymond Appropriation		1,000	2,000
	Fence Sign Renewal Fees		50	250
	Donations		172	300
	Picture Sale Income		-	-
	<b>Total Income</b>		<b>\$ 13,291</b>	<b>\$ 14,450</b>
<b>Expenses</b>				
	Hats and Uniforms		4,249	4,000
	Equipment		2,271	4,000
	Field Improvements & Maintenance		300	1,000
	League Fees and Insurance		2,173	2,200
	Umpire Fees		940	1,200
	Training for Coaches		-	250
	Sponsor Plaques		306	300
	Trophies		-	240
	Electricity		537	300
	Administrative Costs		353	500
	Bank and Paypal Fees		-	50
	Closing Ceremonies		-	150
	Gym Rental Fee		263	260
	Juniors Softball Travel Costs		-	-
	Contingency		-	
	<b>Total Expenses</b>		<b>\$ 11,390</b>	<b>\$ 14,450</b>
	<b>Net Income</b>		<b>\$ 1,901</b>	<b>\$ -</b>

January 30, 2018

Don Willard  
Town Manager  
Town of Raymond  
401 Webbs Mill Rd  
Raymond Me.04071

Dear Don,

I am writing to request the distribution of funds that the town has set aside for the Raymond Rattlers S.C. from the registrations last year.

Below is a list of our 2017/2018 expenses.

Insurance \$600  
Groomer service and repair \$2100  
Postage \$300  
Trail maintenance \$3900  
Charity donations \$300  
Equipment payment for the year \$2640

If you have any questions, please contact me at 776-5489.

Sincerely,

Larry Wood  
Vice President Raymond Rattlers



December 31, 2017

Don Willard  
Town of Raymond  
401 Webbs Mills Road  
Raymond, ME 04071

Dear Don,

As President of Raymond Recreation Association, I would like to respectfully request \$2,000.00 for the mowing of the Camp Agawam fields for the fall soccer season of 2018. This funding directly benefits our fall soccer programs and without it, the program fees would have to increase substantially. The increase would place a burden on many families, resulting in some families not being able to enroll their child(ren).

Our mission at Raymond Recreation Association is to keep our program fees affordable, while also remaining self-sustaining. Our programs are administered, directed, and instructed by volunteers within the community. The only exception is our swim program, "Every Child a Swimmer", where we must hire Red Cross Certified Life Guards and Instructors. In the past we have held a fruit fundraiser to help offset the costs of the swim program and plan to continue this annual fund raiser in the coming year. Also, rising costs for insurance, as well as much needed background checks for volunteers, have had a significant effect on our programs costs. We have attached our income statement from last year and our current year to date through December.

On behalf of Raymond Recreation Association, we would like to thank you for your past support in funding the costs for mowing at the Camp Agawam field. On behalf of all the kids in our rec program, we hope you will approve this funding again this year.

Sincerely,

Beth Clark, President

Raymond Recreation Association

**Raymond Recreation**  
**Profit & Loss Prev Year Comparison**  
 April 2016 - March 2017 and Current YTD through Dec 2017

	YTD	Last fiscal Year
	<u>Apr '17 - Dec '17</u>	<u>Apr '16 - Mar 17</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Contributions Income	5.00	0.00
Fruit Sale	0.00	2,215.00
Program Fees	17,367.75	23,746.07
<b>Total Income</b>	<u>17,372.75</u>	<u>25,961.07</u>
<b>Expense</b>		
Bank Service Charges	0.00	0.00
Fruit Fundraiser Expense	0.00	1,736.47
Miscellaneous	4,760.00	4,662.00
Postage and Delivery	0.00	98.00
Program Expense	9,325.29	19,748.65
Supplies	0.00	62.25
<b>Total Expense</b>	<u>14,085.29</u>	<u>26,307.37</u>
<b>Net Ordinary Income</b>	<u>3,287.46</u>	<u>-346.30</u>
<b>Other Income/Expense</b>		
Other Income	7.74	10.66
<b>Net Other Income</b>	<u>7.74</u>	<u>10.66</u>
<b>Net Income</b>	<u><u>3,295.20</u></u>	<u><u>-335.64</u></u>



December 18, 2017

**Library Director**  
*Allison Griffin*

Mr. Don Willard  
Raymond Town Manager  
401 Webbs Mills Road  
Raymond, ME 04071

**Board of Trustees**

*Sheila Bourque*  
President

*Paul Cullinan*  
Vice-President

*Leigh Walker*  
Treasurer

*Janet Walker*  
Secretary

*Kim Allen*

*Nick Hardy*

*Mark Jordan*

*Briana Bizier*

*Mary-Therese Duffy*

*Abigail Lougee*

Dear Don,

Enclosed please find a copy of our budget for the 2018-2019 fiscal year, along with our current financials through November 30th, and the 2016-17 year end income statement from last year.

2017 continued to bring positive change to the library:

- This year the library went through a significant renovation of the office area and bathroom. These projects expanded storage, improved the circulation desk area, provided an ADA compliant restroom and enhanced the library's welcoming atmosphere.
- We have developed a technology plan. Much of our technology needs to be upgraded. Through a generous grant from Dielectric, we were able to purchase four laptops in order to offer technology classes for all ages, but our heavily-used patron computers are in desperate need of replacement.
- We have been able to establish a STEAM (science, technology, engineering, arts and mathematics) program through the incremental funding we received from the town last year. These funds have allowed us to purchase supplies and equipment that allow young patrons to engage in coding, building, geology, crafts and microbiology activities.
- We have expanded and strengthened our library board, bringing on five new Board members over the last four months. Each of these community members bring new expertise and energy to our Board.
- We are supporting the arts community through a new collaboration with the Raymond Arts Alliance. We are looking to strengthen arts programming, collaboration and communication between artists of all kinds.



In our 2016-2017 income statement you will notice a \$46,000 surplus. This is due to several primarily non-recurring events. (The information about these events, which are noted below, is shaded in yellow on the financials.)

- Our accounting firm, in accordance with standard accounting procedures, adjusted our financials to move the expenses related to improvement to the building (our renovation project) to the balance sheet as an asset. Since the improvement is an added asset that is usable for multiple years, it is appropriate for it to go through the depreciation process. The offsetting income flowed through the income statement reflecting almost \$20,000 of the surplus.
- A combination of gain in our investment account and removing the unrealized gains line off the balance sheet resulted in \$12,000 additional income that was not budgeted.
- We exceeded our annual appeal budget by about \$7000
- We underspent payroll by about \$7000 against budget (because we did not have a library director for the first quarter of this fiscal year.)

In our current year to date income statement you will notice a \$17,000 deficit. There are primarily two reasons for this. (These are also shaded in yellow on the financials.)

- We had not received our second payment of \$15,000 from the town. It came in in December.
- Our Annual Appeal had not been sent out. It went out in December and we are starting to see donations come in now.

This year we are respectfully requesting \$60,000. This is the same request as last year. In keeping our promise to not ask for more funding, our budget shows a \$1,112 deficit. Along with other small businesses in Maine, we are challenged by the increases in the minimum wage. We also needed to establish a technology budget for gradual but continual updating of our computers. We believe that, with the continued support from the town, our library supporters, our fundraisers, and working on additional grant funding, we will be able to balance next year's budget.

We are grateful for the past financial support from the town and appreciate your consideration of this request.

Sincerely,

Leigh Walker, Treasurer

# Raymond Village Library

## STATEMENT OF FINANCIAL POSITION

As of November 30, 2017

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Key Investments	109,660.79
1010 CU Checking	5,802.65
1020 CU Money Market	16,754.37
1030 CU Savings	20.50
<b>Total Bank Accounts</b>	<b>\$132,238.31</b>
<b>Total Current Assets</b>	<b>\$132,238.31</b>
Fixed Assets	
1220 Building	133,500.00
1221 Depreciation - Building	-46,211.08
<b>Total 1220 Building</b>	<b>87,288.92</b>
1230 Furniture & Fixtures	30,600.00
1231 Depreciation - Furniture & Fixtures	-30,600.00
<b>Total 1230 Furniture &amp; Fixtures</b>	<b>0.00</b>
1240 Land	27,500.00
1250 Capital Improvements	18,386.30
<b>Total Fixed Assets</b>	<b>\$133,175.22</b>
<b>TOTAL ASSETS</b>	<b>\$265,413.53</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
3500 Restricted Funds	
3510 Automation Fund	1,765.27
3520 Book, Audio & Video Fund	8,650.00
3530 Capital Improvement and Building Maintenance Fund	5,784.13
3545 King Grant - Fire System	
3560 Raymond Community Garden	610.45
3565 Raymond Arts Alliance	500.00
3580 IDS	3,000.00
3590 ECS	1,516.96
<b>Total 3500 Restricted Funds</b>	<b>22,140.92</b>
3900 Unrestricted Net Assets	260,846.74
Net Revenue	-17,574.13
<b>Total Equity</b>	<b>\$265,413.53</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$265,413.53</b>

# Raymond Village Library

	2016-2017 Actual	2017-2018 Actual YTD through 11/30	2017-2018 Budget	2018-2019 Budget
<b>Income</b>				
4100 Annual Appeal	\$ 30,692.77	\$ 2,385.00	\$ 29,000.00	\$ 30,000.00
<b>4200 Events - Fundraising</b>				
4201 Plant Sale	\$ 2,106.95		\$ 1,800.00	\$ 2,500.00
4202 Garden Tour	\$ 6,029.00	\$ 10.00		\$ 4,000.00
4203 Holiday Sale	\$ 1,305.30	\$ 657.00	\$ 1,200.00	\$ 1,300.00
4204 Other Fundraisers	\$ 837.00	\$ 202.34	\$ 400.00	\$ 600.00
4205 Book Sale	\$ 4,314.39	\$ 1,367.49	\$ 5,000.00	\$ 5,000.00
4206 ELR Maine Event	\$ 2,585.00	\$ 1,188.70		
<b>Total 4200 Fudraising</b>	<b>\$ 17,177.64</b>	<b>\$ 3,425.53</b>	<b>\$ 8,400.00</b>	<b>\$ 13,400.00</b>
<b>4300 Other Contributions</b>				
4304 Donation Jar - Not Books	\$ 824.50	\$ 152.00		
4305 Donations Other	\$ 1,839.69	\$ 1,311.50	\$ 1,000.00	\$ 1,000.00
4306 Raymond Town Funds	\$ 56,000.00	\$ 15,000.00	\$ 60,000.00	\$ 60,000.00
<b>Total 4300 Other Contributions</b>	<b>\$ 58,664.19</b>	<b>\$ 16,463.50</b>	<b>\$ 61,000.00</b>	<b>\$ 61,000.00</b>
4402 Interest Income	\$ 793.57			
4403 Investment Income	\$ 767.15	\$ 632.01	\$ 500.00	\$ 500.00
4404 Investment Gains/Losses	\$ 12,501.82	\$ 4,487.08		
<b>Total 4400 Investment Income</b>	<b>\$ 14,062.54</b>	<b>\$ 5,119.09</b>	<b>\$ 500.00</b>	<b>\$ 500.00</b>
<b>Total 4000 Unrestricted Income</b>	<b>\$ 120,597.14</b>	<b>\$ 27,393.12</b>	<b>\$ 98,900.00</b>	<b>\$ 104,900.00</b>
<b>4600 Grant Funds</b>				
4701 Norway Savings Grant	\$ 1,000.00			
4702 PTO Childrens expenses	\$ 350.00			
4703 Community Garden	\$ 505.70			
4704 King Grant Fire System	\$ 5,361.89	\$ 324.00		
4705 Special Proj. - Const.	\$ 17,803.63	\$ 4,304.08		
4799 Restricted - other	\$ 1,907.54			
<b>Total 4700 Restricted Income</b>	<b>\$ 26,928.76</b>	<b>\$ 4,628.08</b>		
4900 In-Kind Contributions	\$ 1,767.75			
<b>Total Revenue</b>	<b>\$ 150,116.89</b>	<b>\$ 32,021.20</b>	<b>\$ 98,900.00</b>	<b>\$ 104,900.00</b>
<b>Expenditures</b>				
<b>6000 Operational Expenses</b>				
6100 Fundraising Expense	\$ 5,352.81	\$ 1,832.44	\$ 2,000.00	\$ 2,000.00

<b>6300 Restricted Funds</b>	\$	312.89				
<b>6400 Books/Media/Magazines</b>	\$	9,919.09	\$	4,768.84	\$	11,500.00 \$ 11,000.00
<b>6401 Programs &amp; Supplies</b>	\$	2,812.67	\$	976.96	\$	1,200.00 \$ 3,000.00
<b>6500 Payroll &amp; Expenses</b>	\$	61,158.68	\$	28,570.61	\$	63,550.00 \$ 72,150.00
<b>6600 Professional Exp</b>	\$	1,305.00	\$	625.00	\$	1,650.00 \$ 1,150.00
<b>6700 Building &amp; Maintenance</b>	\$	11,519.65	\$	3,297.20	\$	7,312.00 \$ 8,312.00
<b>6800 General Expenses</b>	\$	7,084.28	\$	5,220.20	\$	8,600.00 \$ 8,400.00
<b>6900 In-Kind expenses</b>	\$	650.00				
<b>6910 Special Project</b>	\$	-	\$	4,304.08		
<b>Total Expenditures</b>	\$	<b>100,115.07</b>	\$	<b>49,595.33</b>	\$	<b>95,812.00 \$ 106,012.00</b>
<b>Other Expenditures</b>						
<b>5251 Building Depreciation</b>	\$	3,423.08				
<b>Net Revenue</b>	\$	<b>46,578.74</b>	\$	(17,574.13)	\$	3,088.00 \$ (1,112.00)

Please see the attached letter for explanation of shaded areas in yellow

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2014

Open to Public Inspection

Department of the Treasury Internal Revenue Service

Do not enter social security numbers on this form as it may be made public.

Information about Form 990-EZ and its instructions is at www.irs.gov/form990.

A For the 2014 calendar year, or tax year beginning 07/01/14, and ending 06/30/15

B Check if applicable: Address change, Name change, Initial return, Final return/terminated, Amended return, Application pending. C Name of organization: RAYMOND VILLAGE LIBRARY. D Employer identification number: 32-0157339. E Telephone number: 207-655-4283. F Group Exemption Number.

G Accounting Method: [X] Cash [ ] Accrual Other (specify) [ ]. H Check [X] if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: WWW.RAYMONDVILLAGELIBRARY.ORG

J Tax-exempt status (check only one) - [X] 501(c)(3) [ ] 501(c)( ) (insert no.) [ ] 4947(a)(1) or [ ] 527

K Form of organization: [X] Corporation [ ] Trust [ ] Association [ ] Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. \$ 89,006

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I) Check if the organization used Schedule O to respond to any question in this Part I [X]

Table with 21 rows and 3 columns. Rows 1-9: Revenue (Total revenue: 89,006). Rows 10-17: Expenses (Total expenses: 101,550). Rows 18-21: Net Assets (Net assets at end of year: 252,894).



Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year		(B) End of year
22 Cash, savings, and investments	152,226	22	133,271
23 Land and buildings	125,058	23	121,635
24 Other assets (describe in Schedule O)	0	24	
25 Total assets	277,284	25	254,906
26 Total liabilities (describe in Schedule O)	2,020	26	2,012
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	275,264	27	252,894

**Part III Statement of Program Service Accomplishments** (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose?

See Schedule O

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

**Expenses**  
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28 LIBRARY SERVICES AS STATED IN MISSION.			
(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	28a		99,164
29			
(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	29a		
30			
(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	30a		
31 Other program services (describe in Schedule O)			
(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	31a		
32 Total program service expenses (add lines 28a through 31a)	32		99,164

**Part IV List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated — see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
ELISSA GIFFORD PRESIDENT	2.50	0	0	0
EMILY ALLEN VICE PRESIDENT	2.50	0	0	0
MARIE CONNOLLY TREASURER	15.00	0	0	0
JESSICA FAY TRUSTEE	1.00	0	0	0
BENJAMIN KRAUTER TRUSTEE	1.00	0	0	0
WHITNEY LUCAS TRUSTEE	1.00	0	0	0
KIMBERLY ALLEN TRUSTEE	1.00	0	0	0
SALLY SAMBOR-HOLT LIBRARY DIRECTOR	40.00	40,700	0	0
CONSTANCE BOUCHARD LIBRARY ASSISTANT	20.00	12,149	0	0
LISA ANN DAVISON YOUTH SERVICES DIR	8.00	4,333	0	0

		Yes	No
33	Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		X
34	Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)		X
35a	Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		X
b	If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		
c	Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III		X
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		X
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions	37a	
b	Did the organization file Form 1120-POL for this year?	37b	X
38a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?	38a	X
b	If "Yes," complete Schedule L, Part II and enter the total amount involved	38b	
39	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on line 9	39a	
b	Gross receipts, included on line 9, for public use of club facilities	39b	
40a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911; section 4912; section 4955		
b	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I	40b	X
c	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958		
d	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization		
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T	40e	X
41	List the states with which a copy of this return is filed	None	
42a	The organization's books are in care of	DB ACCOUNTING INC.	
	Located at	133 BRAND ROAD	
		WINDHAM	
		ME	
		ZIP + 4	04062
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country:	42b	X
	See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
c	At any time during the calendar year, did the organization maintain an office outside the U.S.? If "Yes," enter the name of the foreign country:	42c	X
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 — Check here and enter the amount of tax-exempt interest received or accrued during the tax year	43	
44a	Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44a	X
b	Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44b	X
c	Did the organization receive any payments for indoor tanning services during the year?	44c	X
d	If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	44d	
45a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	45a	X
b	Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)	45b	X

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I ..... 46 X

**Part VI Section 501(c)(3) organizations only**  
 All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.  
 Check if the organization used Schedule O to respond to any question in this Part VI

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II ..... 

	Yes	No
47		X
48		X
49a		X
49b		

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E ..... 

48		X
----	--	---

49a Did the organization make any transfers to an exempt non-charitable related organization? ..... 

49a		X
-----	--	---

b If "Yes," was the related organization a section 527 organization? .....

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
None				

f Total number of other employees paid over \$100,000 ..... ▶

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation
None		

d Total number of other independent contractors each receiving over \$100,000 ..... ▶

52 Did the organization complete Schedule A? Note. All section 501(c)(3) organizations must attach a completed Schedule A .....  Yes  No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here** Signature of officer: **ELISSA GIFFORD** Date: **PRESIDENT**  
 Type or print name and title

**Paid Preparer Use Only**  
 Print/Type preparer's name: **TABITHA C. SWANSON, CPA** Preparer's signature: *Tabitha Swanson* Date: **01/23/16** Check  if self-employed PTIN: **P01436950**  
 Firm's name ▶ **The Swanson Group, LLC** Firm's EIN ▶  
 Firm's address ▶ **869 Main St Ste 1000 Westbrook, ME 04092** Phone no. **207-370-3490**

May the IRS discuss this return with the preparer shown above? See instructions .....  Yes  No

Form 990-EZ (2015) **2015**  
 Return for an organization exempt from income tax  
 (other than churches, schools, or other exempt organizations)

**Open to Public Inspection**

Do not enter social security numbers on this form as it may be made public.

For information about Form 990-EZ and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

Department of the Treasury  
 Internal Revenue Service

Form 990-EZ (2015) **07/01/15** and ending **06/30/16**

<b>RAYMOND VILLAGE LIBRARY</b> Number and street (or P.O. box, if mail is not delivered to street address)		Room/suite	<b>D Employer identification number</b> 32-0157339
<b>P. O. BOX 297</b> City or town, state or province, county, and ZIP or foreign postal code			<b>E Telephone number</b> 207-655-4283
<b>RAYMOND ME 04071</b>			<b>F Group Exemption Number</b>

**G Accounting Method:**  Cash  Accrual Other (specify)

**I Website:** **WWW.RAYMONDVILLAGELIBRARY.ORG**

**J Tax-exempt status (check only one):**  501(c)(3)  501(c)( ) (insert no.)  4947(a)(1) or  527

**H Check**  if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

**K Form of organization:**  Corporation  Trust  Association  Other

**L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ** **\$ 110,233**

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)  
 Check if the organization used Schedule O to respond to any question in this Part I

		1	2	3	4	5a	5b	5c	6a	6b	6c	6d	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Revenue	1	Contributions, gifts, grants, and similar amounts received																								97,635			
	2	Program service revenue including government fees and contracts																								4,575			
	3	Membership dues and assessments																											
	4	Investment income																								1,880			
	5a	Gross amount from sale of assets other than inventory																											
	5b	Less: cost or other basis and sales expenses																											
	5c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)																											
	6	Gaming and fundraising events																											
	6a	Gross income from gaming (attach Schedule G if greater than \$15,000)																											
	6b	Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)																											
6c	Less: direct expenses from gaming and fundraising events																												
6d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)																												
7a	Gross sales of inventory, less returns and allowances																												
7b	Less: cost of goods sold																												
7c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)																												
8	Other revenue (describe in Schedule O)																								6,143				
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8																								110,233				
Expenses	10	Grants and similar amounts paid (list in Schedule O)																											
	11	Benefits paid to or for members																											
	12	Salaries, other compensation, and employee benefits																								72,156			
	13	Professional fees and other payments to independent contractors																								1,500			
	14	Occupancy, rent, utilities, and maintenance																								9,520			
	15	Printing, publications, postage, and shipping																											
	16	Other expenses (describe in Schedule O)																								40,122			
17	Total expenses. Add lines 10 through 16																								123,298				
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)																								-13,065			
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)																								252,894			
	20	Other changes in net assets or fund balances (explain in Schedule O)																								-4,432			
	21	Net assets or fund balances at end of year. Combine lines 18 through 20																								235,397			

For Paperwork Reduction Act Notice, see the separate instructions.

Form 990-EZ (2015)

Part II Balance Sheets (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year		(B) End of year
22 Cash, savings, and investments	133,271	22	117,166
23 Land and buildings	121,635	23	118,212
24 Other assets (describe in Schedule O)	0	24	19
25 Total assets	254,906	25	235,397
26 Total liabilities (describe in Schedule O)	2,012	26	0
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	252,894	27	235,397

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose?

SEE SCHEDULE O

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses  
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28 LIBRARY SERVICES AS STATED IN MISSION			
(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	28a		121,398
29			
(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	29a		
30			
(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	30a		
31 Other program services (describe in Schedule O)			
(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	31a		
32 Total program service expenses (add lines 28a through 31a)	32		121,398

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated—see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
EMILY ALLEN PRESIDENT	2.50	0	0	0
KIMBERLY ALLEN VICE PRESIDENT	2.50	0	0	0
SHIELA BOURQUE TREASURER	15.00	0	0	0
LEIGH WALKER SECRETARY	2.50	0	0	0
WHITNEY LUCAS TRUSTEE	1.00	0	0	0
MARGARET THORNTON TRUSTEE	1.00	0	0	0
LOUISE LESTER TRUSTEE	1.00	0	0	0
SALLY SAMBOR-HOLT LIBRARY DIRECTOR	40.00	41,690	0	0
CONSTANCE BOUCHARD LIBRARY ASSISTANT	20.00	11,812	0	0
LISA ANN DAVISON YOUTH SERVICES DIR	8.00	3,864	0	0

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		X
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents. If they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)		X
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		X
35b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		
35c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III		X
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		X
37a Enter amount of political expenditures, direct or indirect, as described in the instructions		
37b Did the organization file Form 1120-POL for this year?		X
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?		X
38b If "Yes," complete Schedule L, Part II and enter the total amount involved		
39 Section 501(c)(7) organizations. Enter:		
39a Initiation fees and capital contributions included on line 9		
39b Gross receipts, included on line 9, for public use of club facilities		
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911; section 4912; section 4955		
40b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
40c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958		
40d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization		
40e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		X
41 List the states with which a copy of this return is filed	NONE	
42a The organization's books are in care of	DB ACCOUNTING INC. Telephone no. 207-892-1133	
	133 BRAND ROAD	
	Located at WINDHAM ME ZIP + 4 04062	
42b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		X
42c At any time during the calendar year, did the organization maintain an office outside the U.S.? If "Yes," enter the name of the foreign country:		X
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 — Check here and enter the amount of tax-exempt interest received or accrued during the tax year		
	43	
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
44b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
44c Did the organization receive any payments for indoor tanning services during the year?		X
44d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
45b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)		X

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46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I Yes No  
46

**Part VI Section 501(c)(3) organizations only**

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II Yes No  
47

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E 48

49a Did the organization make any transfers to an exempt non-charitable related organization? 49a

b If "Yes," was the related organization a section 527 organization? 49b

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
NONE				

f Total number of other employees paid over \$100,000 ▶ \_\_\_\_\_

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation
NONE		

d Total number of other independent contractors each receiving over \$100,000 ▶ \_\_\_\_\_

52 Did the organization complete Schedule A? Note: All section 501(c)(3) organizations must attach a completed Schedule A ▶  Yes  No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here** Signature of officer: **SHIELA BOURQUE** Date: \_\_\_\_\_  
Type or print name and title: **TREASURER**

**Paid Preparer Use Only**  
 Print/Type preparer's name: **MICHAEL J. LANSURE, CPA** Preparer's signature: *Michael J. Lansure* Date: **11/14/16** Check  if self-employed PTIN: **P00182957**  
 Firm's name: **THE SWANSON GROUP, LLC** Firm's EIN: **46-1374001**  
 Firm's address: **869 MAIN ST STE 1000 WESTBROOK, ME 04092-2867** Phone no.: **207-370-3490**

May the IRS discuss this return with the preparer shown above? See instructions ▶  Yes  No

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Open to Public Inspection

Do not enter social security numbers on this form as it may be made public.  
 Information about Form 990-EZ and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

Department of the Treasury  
 Internal Revenue Service

A For the 2016 calendar year, or tax year beginning 07/01/16, and ending 06/30/17

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization <b>RAYMOND VILLAGE LIBRARY</b>		D Employer identification number <b>32-0157339</b>
	Number and street (or P.O. box, if mail is not delivered to street address) <b>P. O. BOX 297</b>		E Telephone number <b>207-655-4283</b>
	City or town, state or province, country, and ZIP or foreign postal code <b>RAYMOND ME 04071</b>		F Group Exemption Number

G Accounting Method:  Cash  Accrual Other (specify) \_\_\_\_\_

H Check  if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: **WWW.RAYMONDVILLAGELIBRARY.ORG**

J Tax-exempt status (check only one) —  501(c)(3)  501(c)( ) (insert no.)  4947(a)(1) or  527

K Form of organization:  Corporation  Trust  Association  Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ **\$ 137,616**

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)  
 Check if the organization used Schedule O to respond to any question in this Part I

		1	2	3	4	5a	5b	5c	6a	6b	6c	6d	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Revenue	1	Contributions, gifts, grants, and similar amounts received																118,877											
	2	Program service revenue including government fees and contracts																17,178											
	3	Membership dues and assessments																											
	4	Investment income																1,561											
	5a	Gross amount from sale of assets other than inventory																											
	b	Less: cost or other basis and sales expenses																											
	c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)																											
	6	Gaming and fundraising events																											
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)																											
b	Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)																												
c	Less: direct expenses from gaming and fundraising events																												
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)																												
7a	Gross sales of inventory, less returns and allowances																												
b	Less: cost of goods sold																												
c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)																												
8	Other revenue (describe in Schedule O)																												
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8																137,616												
Expenses	10	Grants and similar amounts paid (list in Schedule O)																											
	11	Benefits paid to or for members																											
	12	Salaries, other compensation, and employee benefits																59,642											
	13	Professional fees and other payments to independent contractors																1,055											
	14	Occupancy, rent, utilities, and maintenance																14,746											
	15	Printing, publications, postage, and shipping																											
	16	Other expenses (describe in Schedule O)																28,096											
17	Total expenses. Add lines 10 through 16																103,539												
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)																34,077											
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)																235,397											
	20	Other changes in net assets or fund balances (explain in Schedule O)																12,502											
	21	Net assets or fund balances at end of year. Combine lines 18 through 20																281,976											

For Paperwork Reduction Act Notice, see the separate instructions.

Form 990-EZ (2016)



33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O

34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)

35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?

b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O

c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III

36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N

37a Enter amount of political expenditures, direct or indirect, as described in the instructions

b Did the organization file Form 1120-POL for this year?

38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?

b If "Yes," complete Schedule L, Part II and enter the total amount involved

39 Section 501(c)(7) organizations. Enter:

a Initiation fees and capital contributions included on line 9

b Gross receipts, included on line 9, for public use of club facilities

40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911; section 4912; section 4955

b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I

c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958

d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization

e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T

41 List the states with which a copy of this return is filed

42a The organization's books are in care of

133 BRAND ROAD  
Located at

At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?

See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).

At any time during the calendar year, did the organization maintain an office outside the United States?

Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 — Check here and enter the amount of tax-exempt interest received or accrued during the tax year

44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ

b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ

c Did the organization receive any payments for indoor tanning services during the year?

d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O

45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?

b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)

	Yes	No
33		X
34		X
35a		X
35b		
35c		X
36		X
37a		
37b		X
38a		X
38b		
39a		
39b		
40b		X
40c		
40d		
40e		X

37a

38b

39a

39b

40c

40d

40e

Telephone no. 207-892-1133

ME ZIP + 4 04062

	Yes	No
42b		X
42c		X

43

	Yes	No
44a		X
44b		X
44c		X
44d		
45a		X
45b		X

	(A) Beginning of year		(B) End of year
22 Cash, savings, and investments .....	117,166	22	148,801
23 Land and buildings .....	118,212	23	133,175
24 Other assets (describe in Schedule O) .....	19	24	
25 Total assets .....	235,397	25	281,976
26 Total liabilities (describe in Schedule O) .....	0	26	0
27 Net assets or fund balances (line 27 of column (B) must agree with line 21) .....	235,397	27	281,976

**Part III Statement of Program Service Accomplishments** (see the instructions for Part III)  
 Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose?  
 SEE SCHEDULE O

**Expenses**  
 (Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

28 LIBRARY SERVICES AS STATED IN MISSION.	(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	28a	98,186
29	(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	29a	
30	(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	30a	
31 Other program services (describe in Schedule O)	(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>	31a	
32 Total program service expenses (add lines 28a through 31a)		32	98,186

**Part IV List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated — see the instructions for Part IV)  
 Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
SHIELA BOURQUE PRESIDENT	2.50	0	0	0
PAUL CULLINAN VICE PRESIDENT	2.50	0	0	0
JANET WALKER SECRETARY	2.50	0	0	0
LEIGH WALKER TREASURER	15.00	0	0	0
KIMBERLY ALLEN BOARD MEMBER	2.50	0	0	0
NICK HARDY BOARD MEMBER	2.50	0	0	0
LOUISE LESTER BOARD MEMBER	2.50	0	0	0

to candidates for public office? If "Yes," complete Schedule C, Part I

**Part VI**

**Section 501(c)(3) organizations only**

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

Yes No

47		X
48		X
49a		X
49b		

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

49a Did the organization make any transfers to an exempt non-charitable related organization?

b If "Yes," was the related organization a section 527 organization?

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
NONE				

f Total number of other employees paid over \$100,000

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation
NONE		

d Total number of other independent contractors each receiving over \$100,000

52 Did the organization complete Schedule A? Note: All section 501(c)(3) organizations must attach a completed Schedule A

Yes  No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here Signature of officer **SHIELA BOURQUE** Date **PRESIDENT**  
Type or print name and title

Paid Preparer Use Only Print/Type preparer's name **TABITHA C. SWANSON, CPA** Preparer's signature *Tabitha C. Swanson* Date **11/15/17** Check  if self-employed PTIN **P01436950**  
Firm's name **THE SWANSON GROUP, LLC** Firm's EIN **46-1374001**  
Firm's address **838 MAIN STREET WESTBROOK, ME 04092-2847** Phone no. **207-370-3490**

May the IRS discuss this return with the preparer shown above? See instructions  Yes  No

November 15, 2017

Raymond Town Manager

401 Webbs Mills Road

Raymond, Maine 04071

Dear Don;

The Historical Society requests that the town of Raymond again budget \$1800 for the operational support of the society and museum for the year 2017.

The Raymond Casco Historical Society is a charitable, educational and non-profit organization that devotes its resources to the collection, preservation and interpretation of materials documenting the history of the towns of Raymond and Casco.

We sincerely thank the town for our past support and we need the help to keep this all volunteer organization functioning.

Pamela W. Grant

RCHS

PO Box 1055 Raymond, Me. 04071



To: Don Willard, Cathy Ricker, Members of the Select Board and the Budget Committee

Raymond Waterways Protective Association hereby applies to the Town of Raymond for a grant of \$17,000 for the 2018-19 budget year. This 15% *decrease* in request is due to our expectation of changes in our main programs for the summer of 2018.

#### Milfoil Removal Program

In 2017, a generous donation from a private party helped us to purchase a new outboard motor for the RWPA DASH boat; this has decreased our cost for maintenance and increased the efficiency of the DASH crew, as they have had to spend less non-productive time dealing with equipment problems.

Our success in bringing three areas of Sebago Lake to “maintenance” status will allow us to concentrate on the areas that still need most attention (the Bayview canals and the upper Jordan River.) The crew will be able to concentrate on those areas and spend less time visiting the other work sites. For 2018, our major expense, apart from labor costs, will be for burlap to control the milfoil growth in the one remaining large dense patch of growth in the Jordan River.

Beginning in mid-2017, RWPA has been donating our harvested milfoil to Pearson Farm in Windham for composting, relieving Raymond’s Public Works dept. of the need to collect the waste and deposit it in the Town pit.

#### Courtesy Boat Inspection Program

While we expect to expand the CBI program in 2018, with some partial weekday coverage at the Crescent Lake ramp and some experimental weekday coverage at the Route 302 ramp, we are also working with some of the individual lake associations to increase their financial and in-kind contributions to the CBI program, so we expect to be able to continue and grow the program with little if any additional expense to RWPA.

#### Other Programs

In 2018 and beyond, we hope to expand our support of Raymond’s individual lake associations, to help with water testing and erosion control, and do more to support public education on watershed stewardship topics, as well as provide access to supplies and expert advice for watershed protection.

# Hawthorne Community Association

P.O. Box 185, So. Casco, ME 04077  
www.hawthorneassoc.com



December 24, 2017

Budget / Finance Committee

401 Webbs Mills Rd  
Raymond, ME 04071

Dear Committee Members,

Introduction/Purpose: This is a follow-on request for the \$1,000 stipend that the Town of Raymond granted to the Hawthorne Community Association beginning in 2017. We intend to make this request annually or until further notice.

Current Status: I have updated charts on the next page showing our financial picture for the past 4 years. One can clearly see the important impact that the town donation had in 2017, helping reverse a trend toward declines in our treasury for the previous two years. It also helped that we did not have a major expense such as painting this year, but we cannot count on such luck every year and would prefer to build a reserve for the repair needs that are sure to come. We experienced some gain in membership and other donations, but not nearly enough to offset the trend of generally declining donations in recent years.

We therefore ask that the Finance/Budget Committee again include our request for \$1,000 in the 2018 budget.

On behalf of the Hawthorne membership, accept my sincere thanks for this much needed and appreciated support, 100% of which goes directly to operation and maintenance of the Hawthorne House.

Sincerely,

John Manoush, Secretary and Historian

207-655-7660 or [jmanoush@twc.com](mailto:jmanoush@twc.com)

## Addendum – Financial Information

Income and Expenses – 3 years plus 2017 YTD as of 12/5/17

<b>Income</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017 ytd</b>
Dues	832	630	605	775
Donations (not including town)	1905	630	665	1075
Strawberry Festival	56	126	67	325
	140	110	100	145
Town of Raymond support	-	-	-	1000
<b>Total Income</b>	<b>2933</b>	1496	1437	3320
<b>Expenses</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017 ytd</b>
Liability Insurance	400	400	400	400
IRS Filing Federal (One Time Fee)	0	400	0	0
Maine Tax Filing (State)	35	35	35	35
PO Box	58	58	58	58
Lawn Care	240	240	240	240
CMP	289	660	624	524
Misc. Upkeep *	880	793	2209	850
<b>Total Expenses</b>	<b>1902</b>	2586	3566	2107
<b>Net (Income less Expenses)</b>	1031	-1090	-2129	1213

Notes: Misc. upkeep expenses include heating oil (purchased every 3-4 years), painting the house and pumping the septic.

Cash on hand as of 12/5/17 is \$3,765.

cc: Don Willard, Town Manager

## Agency Submissions not included in Budget

Health Equity Alliance

GPCOG

American Red Cross

Southern Maine Agency on Aging

Maine Public

Greater Bridgton Lakes Region Chamber of Commerce



December 28, 2017

Town of Raymond  
Raymond, ME 04357

To Whom It May Concern:

I'm writing to request a financial contribution of \$500 from the Town of Raymond support the work of the Health Equity Alliance (HEAL). Formerly known as the Down East AIDS Network, HEAL is a public health agency serving clients in 14 out of 16 Maine counties. We would be honored to have your support in offering services to the Raymond community.

HEAL strives to create a world where all identities are celebrated and health disparities are nonexistent. By facilitating collaboration, education, and advocacy, we empower some of Maine's most marginalized communities to improve their health and well being and affect cultural change. In addition to being the second largest AIDS Service Organization in the state, serving HIV positive clients throughout northern, downeast and central Maine, we provide free HIV and HCV testing, sexual health education, harm reduction services for people who use drugs, training and advocacy to support positive health outcomes in the LGBTQ+ community, and a community food pantry. None of our work would be possible without the generous support of community members and municipalities like yours.

The following services will be provided to Raymond residents in the coming year through the Health Equity Alliance's Case Management Team and Community Outreach Coordinators:

- Free, confidential HIV and HCV Testing
- Distribution of safer sex supplies
- Sexual health/risk reduction counseling
- Medical case management for people living with HIV/AIDS
- Free/sliding scale mental health counseling
- Syringe exchange
- Naloxone distribution

- Trainings for healthcare providers, community organizations and schools (Topics include LGBTQ+ Cultural Competency, Trans Cultural Competency, Harm Reduction, Sex Positive Approach to HIV, Comprehensive Sex Education)

During 2017, HEAL staff performed over 250 free HIV tests to citizens in high risks categories, hosted 30 cultural competency trainings reaching hundreds of providers, community organizers, and educators, provided technical support to organizations such as Maine Transgender Network (MTN) and Voices Heard (A group for people living with HIV). We are requesting support from the town of Raymond to help us expand our efforts in Cumberland county in 2018.

Please don't hesitate to reach out with questions or for more details about the services we provide. We look forward to hearing from you!

In community,



Andrea Littlefield  
Director of Development and Communications  
Health Equity Alliance  
106 Pine St. Bangor, ME 04401  
Tel. (207) 990-3626  
Mobile. (207) 570-0664

	2017 Budget	2018 Budget
<b>Income</b>		
Federal	204,132	143,000
State	138,084	138,000
Foundation/Other	493,993	407,201
FFS	339,024	465,162
Fundraising Revenue		146,341
Other Income	-	219,000
6090 - Interest Revenue		-
<b>Total Income</b>	<b>1,303,765</b>	<b>1,518,704</b>
<b>Expense</b>		
6210 - Wages	657,300	803,111
6230 - Fringe	236,748	219,750
6360 - Mat & Supplies - General	106,788	120,740
6365 - Equip/Furniture	3,492	8,500
Promotional Materials	1,248	5,550
Travel	30,216	32,276
Professional Development	6,264	6,900
Adv. & Publicity	3,768	8,500
Cell Phone		7,800
Postage/Mailing	1,260	900
Meetings	6,864	7,320
Medical Financial Assistance	50,628	46,125
Other Financial Assistance		6,300
Scholarships	3,708	1,500
Sponsor/Table Fees		7,600
Conferences	27,900	19,500
Incentives/Stipends	996	1,000
Consultants	14,940	6,340
Contracts	6,000	20,917
Occupancy	61,404	96,400
Utilities	29,592	32,407
Insurance	8,604	9,000
Maintenance/Facilities	12,000	12,000
Memberships	984	1,019
Professional Services	12,540	19,299
Fundraising expenses...		
Pride		3,900
Awards Dinner	10,296	5,112
Acquisition	5,304	1,725
Annual Appeal		1,090
Keep Calm		1,120
TBD 1		1,770
TBD 2		1,770
Interest Expense		-
6670 - Bank Charges		-
Misc. Expenses - Other		600
<b>Total Expense</b>	<b>1,298,844</b>	<b>1,517,840</b>
<b>Net Income</b>	<b>4,921</b>	<b>864</b>



January 12, 2018

Re: The value of GPCOG membership to Raymond

Dear Raymond Select Board;

As we look back on 2017 I want to thank you for Raymond's membership in the Greater Portland Council of Governments. We deeply appreciate your continuing engagement with GPCOG, and we plan on making your membership even more valuable in 2018.

How does your GPCOG membership create value for Raymond? For a start take a look at your savings just from our cooperative purchasing program for road salt:

- Your 2016-17 saving from our road salt cooperative purchasing program was \$7,292. Deducting your FY 2017 dues your community netted a savings of \$2,856.
- In 2018, assuming the same salt savings, your net saving after the 2018 dues increase still will be \$194.

And that doesn't include the \$24,000 GPCOG spent administering the road salt bid – you saved additional thousands of dollars in administrative costs because we did the work for you. And of course GPCOG offers ten different co-operative purchasing programs – the more you use our co-op, the more you save.

GPCOG's value to Raymond doesn't end there. In conjunction with PACTS we put over \$20,000,000 a year in federal transportation and transit funding to work all across our region, benefiting every one of our members.

Our land use and energy expertise are hard at work in every municipality we serve, supporting comprehensive planning, regional transit expansion and electric vehicle use, just to name a few of the ways we create value for our members.

And our educational programming makes timely information available to municipal leaders – for example our recent programs on legalized marijuana

and the opiate crisis helped officials across the region understand their options for effective response.

In 2018 we plan on doing even more. Our newest initiative is the establishment of a Regional Voice Committee, making sure your community is heard when state and federal decisions are being made, and that your voice matters. Our dues increase will support this critical work, but as you can see, Raymond will still come out ahead on the bottom line.

Thank you again for the opportunity to serve Raymond as a member of GPCOG. With your continuing support we will deliver even greater value to you in 2018, and beyond.

Very truly yours

Kristina Egan  
Executive Director

cc: Don Willard

## Invoice

1/12/18

ATTN: Donald Willard

401 Webbs Mills Road  
Raymond, ME 04071

Invoice# 6780

Description: Annual Membership dues for FY 19 – For period 7/1/18 – 6/30/19

Total Amount Due: \$7,098

Approved by  Date 1/12/18



**American Red Cross**  
Maine

www.MaineRedCross.org

Serving **every** community in Maine  
Offices located:

**Regional Headquarters  
Southern Maine**  
2401 Congress Street  
Portland, ME 04102  
Tel (207) 874-1192  
Fax (207) 874-1976

**Central & Mid Coast Maine**  
16 Community Way  
Topsham, ME 04086  
Tel (207) 729-6779  
Fax (207) 729-2738

475 Pleasant St., Suite 25  
Lewiston, ME 04240  
Tel (207) 795-4004  
Fax (207) 795-4037

Red Cross / Knox County EMA  
301 Park Street  
Rockland, ME 04841  
Tel: (207) 729-6779 x407  
Fax: (207) 729-2738

**Northern & Eastern Maine**  
145 Exchange St., Suite 1  
Bangor, ME 04401  
Tel (207) 941-2903  
Fax (207) 941-2906

7 Hatch Drive, Suite 250  
Caribou, ME 04736  
Tel (207) 493-4620  
Fax (207) 493-4869

**Provide Immediate Assistance to Families in Raymond**

The American Red Cross responds to nearly 70,000 disasters each year, and the vast majority of those are home fires. We work in communities across Maine to prepare for, prevent and respond to natural and man-made disasters and help families to recover.

The Red Cross is committed to meet the emergency needs of each and every family in Raymond. The Red Cross is there to help and last year, we served 132 people from across Cumberland County. In FY2017, the Red Cross responded to the emergency needs of 1025 people from 447 families in Maine!

The American Red Cross respectfully requests a municipal allocation in the amount of \$500 from the residents of Raymond for the coming year. This money will be put to use locally, right here in Maine to support individuals and families following a disaster.

Within minutes of learning about a home fire, local Red Cross volunteers are on the scene providing care and comfort to those affected. One way we help is by ensuring that their immediate needs, such as food and shelter, are met. We do this by providing families with client assistance cards, which they use to purchase essential items that were lost in the fire. This card often represents the first step in recovery following a home fire, but we need your continued support to offer these vital financial resources to your neighbors.

All Red Cross disaster relief is provided free of charge to individuals and families. The American Red Cross is not a government agency. Though our services are congressionally mandated, the American Red Cross relies on voluntary contributions from individuals, companies, municipalities and charitable organizations to deliver on our mission to alleviate human suffering.

The Red Cross is counting on the people of Raymond because we must be there 24 hours a day to answer the call. With the support of neighbors like you, Red Cross will always be ready.

Warm regards,

Caroline King  
Executive Director  
207-272-9561  
[Caroline.King3@redcross.org](mailto:Caroline.King3@redcross.org)

## Another life saved thanks to you

In the event of a house fire, a working smoke alarm can be the difference between life and death. Just ask Miriam Martinez.

Like most of her fellow tenants, Miriam was sound asleep when a fire broke out early on a Saturday morning at her apartment complex.

Thankfully, she was awakened by a smoke alarm that had been installed by American Red Cross volunteers just three weeks earlier.

***“I’m grateful for the Red Cross. They came immediately.”***  
—Miriam Martinez

“It all happened so fast,” Miriam says. “I’m grateful for the Red Cross. They came immediately.”

In addition to comfort and hope, the Red Cross provided food, clothing and support for 17 tenants including Miriam after the fire. Volunteers also provided some residents with temporary housing.

### How your gifts make a difference

Experts estimate that a person has as little as two minutes to safely escape from a burning home, and working smoke alarms can cut the risk of dying in a house fire in half.

Thanks to your support, the American Red Cross Home Fire Campaign is able to install free smoke alarms as well as provide critical fire preparedness education that can help save the lives of more people like Miriam.



**Pictured: Miriam Martinez and her family. Your gifts support programs like the American Red Cross Home Fire Campaign, which helped save the lives of Miriam and her neighbors.**





## On a Personal Note

Patricia Murtagh  
Regional CEO

September is National Preparedness Month—a time to remind ourselves that home fires and other emergencies can strike anytime and that preparedness is the best defense.

Thanks to caring friends like you, the Red Cross is ready to respond swiftly to provide comfort, hope and care to people in crisis here in Maine and around the country.

Your gifts also help provide lifesaving programs like our Home Fire Campaign, blood donation drives, CPR classes and much more.

The inspiring stories in this issue of Crossnotes—and thousands more stories every day—are made possible because of our generous supporters.

Thank you for enabling us to carry out our mission of helping people prevent, prepare for and respond to emergencies every single day.

Sincerely,

Patricia Murtagh  
Regional Chief Executive Officer  
American Red Cross  
Maine

## Bystander's CPR training saves a life in Maine

To Stewart Graham, his Red Cross CPR class was just a prerequisite for another course—until it helped him save a stranger's life.

Stewart's training made all the difference for Tom Bradley on March 20. That's when Tom collapsed from an arrhythmia at the YMCA in Portland.



Thanks to Stewart's CPR, Tom made a full recovery, even climbing the Acropolis with his wife, Phyllis Cohn.

Tom's eyes were open but he didn't respond to Stewart. When he stopped breathing, Stewart started performing chest compressions.

Stewart kept his arms rigid as he repeatedly pressed down forcefully. He could hear breath going in and out of Tom and the cracking of ribs.

Stewart kept at it for about 10 to 12 minutes, with a lifeguard giving Tom the rescue breaths, until first responders arrived.

Tom's fate—and even his name—remained unknown to Stewart initially. He was elated when

he learned through the YMCA that Tom had survived. They visited in the hospital and have spent time together since then.

After his hospitalization and surgery, Tom soon returned to his job at the Maine Attorney General's Office on a part-time basis. He is feeling better every day. "If it wasn't for the CPR, I'd be dead," Tom says. "If it hadn't been for the good CPR, if I were here, it wouldn't be without brain damage."

Stewart no longer thinks of his CPR class as a "mundane" requirement. "It quickly became apparent that this was affecting many, many people's lives," he says.

### Here is how your support makes a difference



Supported **800** shelters  
with over **207,000**  
overnight stays



Delivered over  
**4,100,000** meals  
and snacks



**43,500**

## Volunteer makes Mainers safer through home fire preparedness

A smoke alarm made the difference for Ron Springel's own home. Now, he helps Mainers prepare for home fires.

The fire in Ron's home was nearly 20 years ago, but the details remain vivid.

Ron and his wife were watching a movie on TV downstairs as the children slept upstairs. The smoke alarm in the master bedroom started sounding at 10 p.m.

A burning candle had been forgotten in a bathroom and set a wall on fire. Ron was able to extinguish it before it spread, thanks to the smoke alarm the family had put in. It wasn't one that came with their home.

"Without that extra smoke alarm, the house would have suffered major damage," Ron says.

Ron, who has served in a number of roles with the Red Cross, is now the program manager for the Home Fire Campaign in Maine. The campaign installs free smoke alarms in people's homes and

*"It's been an amazing opportunity to both provide a service to the community and work with dedicated individuals—the vast majority volunteers."*

—Ron Springel



Ron knows firsthand how smoke alarms can make all the difference. He now helps Mainers prepare for home fires.

educates them about fire safety, such as the need for escape plans.

Since the November 2014 launch, more than 8,000 alarms have been installed in Maine, making more than 2,000 families safer. This fall, another 1,000 alarms will be installed in the state as part of *Sound the Alarm*, a home fire safety and smoke alarm install event.

"It's been an amazing opportunity," Ron says, "to both provide a service to the community and work with dedicated individuals—the vast majority volunteers." He adds that there are lots of ways to help the campaign, even if you've never picked up a drill before.



## Your support makes a difference for our troops

Each year, your gifts help provide more than 369,000 emergency services to members of the military, veterans and civilians.

It is thanks to your generosity that the American Red Cross can continue its commitment to help members of our military, veterans and their families prepare for, cope with and respond to the challenges of service.

# Maine girl thanks Red Cross blood donors

Diagnosed with stage 4, high-risk neuroblastoma in July 2015, Kinzie Frey of Auburn relied on the generosity of blood donors to fight her cancer.

Kinzie, now 8, received 46 red blood cell transfusions and 72 platelet transfusions. She underwent aggressive treatment, a procedure to remove some stem cells for later transplant and complications from the transplant.

Throughout it all, Kinzie never stopped spreading positive energy. During tougher rounds of chemo, she spent hours making handmade cards for patients on the pediatric and adult oncology floor. “You will get better soon,” she wrote. “Have a good day and night.”

*“If it weren’t for the generosity of blood donors, Kinzie wouldn’t be here with us today.”*

—Holly Bosse



With the help of blood transfusions, Kinzie is a cancer survivor.

Kinzie is officially done with treatment.

Her mom, Holly Bosse, says, “If it weren’t for the generosity of blood donors, Kinzie wouldn’t be here with us today. Those blood donations aren’t only a gift to Kinzie but to our family, friends and supporters.”

The Red Cross needs more blood and platelet donors.

There is always a need—whether to help people battling cancer like Kinzie or as a lifesaving measure for those who suffer severe injuries in an accident or emergency. If you’d like to give or learn more about blood or platelet services, please visit [redcross.org/give-blood](http://redcross.org/give-blood)

Thank you for sharing your stories with us!

To share your story, please include it in the enclosed envelope.



I'm thankful for blood donors because they helped me during my two life saving Open heart surgeries

Thank you so much

Blood Donors ROCK

By: Jacqueline Rogers



[facebook.com/redcross](https://facebook.com/redcross)



[twitter.com/redcross](https://twitter.com/redcross)



An average of 91 cents of every dollar the American Red Cross spends is invested in humanitarian services and programs.



*Southern Maine*  
**AGENCY**  
*On* **AGING**  
*Creating Better Days*

January 23, 2018

Mr. Don Willard  
Town Manager  
Town of Raymond  
401 Webbs Mills Road  
Raymong, ME 04071

Dear Mr. Willard

Enclosed is a formal request to the Town of Raymond for its support of the Southern Maine Agency on Aging (SMAA) for the upcoming Fiscal Year.

Each year, SMAA serves a staggering 20,000+ individuals in southern Maine through home-delivered and congregate meal programs, information and referral assistance, options counseling, family caregiver support programs, Adult Day Centers for individuals with dementia, evidence-based classes to help people reduce their risk of falls and better manage chronic conditions, and so much more.

Founded in 1973, SMAA has a longstanding history of being the most visible and trusted source of objective information for successful aging in the state of Maine. A corps of 500+ volunteers supports SMAA in proving a high level of service and helps further collaborative efforts with other organizations throughout southern Maine.

A gift from the Town of \$1,000 would provide critical support to help serve older adults, adults with disabilities, and caregivers living in the Raymond community.

The attached proposal outlines the many services provided to Raymond residents last year and discusses the growing need for elder services in the community during these troubling times of financial uncertainty and doubt.

Thank you for your consideration of this request. If you have any questions regarding the enclosed proposal, please feel free to contact me directly at 207-396-6591.

Sincerely,

Liz Thompson  
Grant Writer and Donor Relations Specialist



**FISCAL YEAR 2018-2019 REQUEST FOR FUNDING TO:** Town of Raymond  
**FROM:** Southern Maine Agency on Aging  
**DATE:** January 23, 2018

\$1,000

93

**VALUE OF SERVICES:** \$27,063

*The Southern Maine Agency on Aging – What do we do?*

Since its founding in 1973, the Southern Maine Agency on Aging (SMAA) has provided residents of York and Cumberland counties of Maine with resources and assistance to address the issues and concerns of aging. The Agency staff of 100 and corps of 500+ volunteers serve more than 20,000 people each year. SMAA's many programs and services are designed to help meet our mission of improving the quality of life of older adults, adults with disabilities and the people who care for them.

Older and disabled adults and their caregivers benefit from how the Agency addresses: **hunger and nutritional health, economic challenges, care management issues, long-term care planning, health challenges, caregiving challenges, and financial fraud** and exploitation of the elderly.

*Adapting to Changing Fiscal Realities*

SMAA will continue to face many challenges as we embark on the 2018 fiscal year. **Federal funding levels for SMAA programs were the same in 2017 as they were in 2006.** Agency staff continue to prepare for multiple scenarios as we wait for the 2018 federal budget to be finalized.

SMAA has adjusted/reduced staffing numbers to respond to funding restraints, which will impact the volume of services we are able to provide in the upcoming year. Reduced staff will mean fewer Medicare Open Enrollment sites where we offer one-on-one counseling, as well as fewer "Welcome to Medicare" seminars. We also anticipate serving 20,000-30,000 fewer meals, resulting in waiting lists for home-delivered meals for the first time in the Agency's history.

Although access to some services will be reduced, and waiting times for other programs could increase, **ALL** of SMAA's programs will continue to be available to Raymond and southern Maine residents in the upcoming year.

### *How do we serve Raymond Residents?*

Last year, 93 Raymond residents received support and assistance from SMAA valued at \$27,063.

- **63** Raymond residents received assistance through the Agency's Information and Resources program
- staffed by 16 social workers who work with seniors and their families by phone or in-person to provide information and support, and to increase access to available benefits;
- **11** Raymond resident received guidance, participated in classes and/or support groups to help better understand and manage their caregiving role through the Family Caregiver Support Programs;
- **39** residents received Medicare and other insurance counseling. In addition to helping choose the best coverage for each individual, Agency volunteers assisted in saving participants hundreds and often thousands of dollars on yearly insurance and prescription costs;
- **3** residents participated in SMAA's Community Café and/or "As You Like It" congregate dining programs where they received **7** affordable and nutritious meals, and socialized, helping to reduce their risk of isolation and loneliness;
- **8** residents received **48** monthly allotments of 30 pounds of shelf-stable food through the Commodity Supplemental Food Program;
- and **5** Raymond residents, who are temporarily or permanently homebound and could not shop for or prepare meals on their own, received **529** home-delivered meals, safety checks, and vital socialization through the Meals on Wheels program.

By investing in these programs, **Raymond is investing in the economic well-being of the Town**, and the social and physical well-being of its residents. We know that the cost of providing Meals on Wheels to a homebound older adult for an entire YEAR is LESS than the cost of that individual spending ONE DAY in the hospital. Home-delivered meals enable people of all income levels to remain living in their homes, and out of hospitals and institutionalization.

SMAA staff are connecting with Raymond residents in their homes, in-person and over to phone and increasing their access to: evidence-based programs proven to **save on healthcare costs** associated with reduction in falls and better self-management of chronic conditions; one-on-one assistance to help seniors experience **less overdraft fees** and financial errors, and to **protect against financial exploitation**; and benefits screenings to help connect seniors to **available services and resources** in the community.

Many Raymond seniors have worked hard their whole lives, and even put money aside for retirement. Now, like countless older Mainers, many are struggling, living on low, fixed incomes with growing health concerns and dwindling support systems.

More than 18,000 Mainers turn 65 each year. This trend will continue exposing Maine's inadequate transportation, housing, caregiver, and healthcare systems and highlight the growing need for supportive services like SMAA's that help older and disabled adults live healthy, safe, and happy lives.

A gift of \$1,000 from the Town of Raymond this year would help to maintain SMAA's vital services, ensuring the basic human needs of older Raymond residents are met. Your support will help older adults like Mary:

*After a broken hip and ongoing chemotherapy, medical expenses depleted Mary's nest egg. She also fell victim to financial abuse at the hand of her grandson, and now lives only on a small, monthly social security check. Her injuries left her extremely frail, and she can no longer drive or climb the stairs in her house.*

*Mary receives Meals on Wheels deliveries twice a week, every week, because she has a difficult time getting to the grocery store. She appreciates the regular check-ins as she has been neglected by immediate family and has few friends in the area. Last year, Mary's Meals on Wheels delivery driver found her on the floor after she had fallen. The volunteer driver called an ambulance and Mary was brought to the hospital for examination.*

*Twice a month Mary gets a visit from a Money Minders volunteer who helps her monitor her bank statements, ensures she pays her medical and other bills on time and correctly, and helps guard against further financial exploitation. Once a year Mary schedules a one-on-one appointment with a SMAA Health Insurance Specialist. Last year during this appointment, a volunteer helped her save more than \$750 in yearly prescription costs just by switching pharmacies and to a generic brand of her medication.*

Mary's is not a unique story. SMAA Resource Specialists assist in thousands of cases just like this, including dozens of Raymond residents, each year. As the needs of older adults become more complex, SMAA relies on the generosity of friends like the Town of Raymond to preserve and provide critical services for our Maine seniors.

**THANK YOU FOR YOUR CONSIDERATION OF THIS REQUEST. PLEASE CONTACT  
LIZ THOMPSON, GRANT WRITER AND DONOR RELATIONS SPECIALIST AT  
207-396-6591 WITH ANY QUESTIONS.**



**maine public**

RADIO · TELEVISION · ONLINE

December 1, 2017

Mr. Don Willard  
Town of Raymond  
401 Webbs Mills Road  
Raymond, ME 04071

Dear Mr. Willard,

I am writing today to request support from your community in the amount of \$100 for Maine Public in 2018.

Maine Public remains committed to better serve, inform and entertain communities like yours across Maine. We focus on Maine stories and Maine people and are well aware that access to quality programs and information should have few barriers to individuals and families no matter where they reside in our state.

To that end, we continue to provide Maine Public Television, our primary television channel, Create, World, and our newest channel, PBS Kids. On this new station children and parents across Maine now have access to and enjoy the safe and instructive content that PBS provides through its children's programming.

Access is also a theme of our radio services. We now have two, Maine Public Radio and Maine Public Classical, that serve the state. In the case of Maine Public Classical, we have carefully built an entirely new network with six transmitters currently in the fold. The most recent station went live this November on the mid-coast, with a strong radio signal dedicated to classical music, jazz, and opera.

We remain focused on offering more in-depth coverage of events and issues in Maine, and exploring how national and international events might affect our state. Our reporters cover the entire state and their work is heard throughout the day on Maine Public Radio and on our website. Our afternoon call-in news show, *Maine Calling*, continues to grow a dedicated audience as it touches on issues that affect all Mainers. And we continue to develop new programs that we think your community will enjoy. We are currently taping a new season of our television scholastic game show, *High School Quiz Show: Maine*, where students will compete in a battle of wits and knowledge.

All of our work is only possible through support from communities like Raymond. We thank you for considering our request this year.

Sincerely,

Meagan Cloutier  
Community Grants Program



**MPBN  
FY 2018 Operating Budget**

	<b>Budget FY2018</b>
<b>REVENUES</b>	
<b>Development</b>	
Membership - TV	1,347,000
Membership - Radio	1,840,600
Membership - Both	1,895,000
<b>subtotal membership</b>	<b>5,082,600</b>
Matching Gifts TV	2,000
Matching Gifts Radio	4,000
Matching Gifts Both	12,000
<b>subtotal matching</b>	<b>18,000</b>
Underwriting TV	460,000
Underwriting Radio	1,752,000
Underwriting Multi-Media	162,000
Web Sponsorship	65,000
Magazine Advertising	35,000
<b>subtotal underwriting</b>	<b>2,474,000</b>
Major Gifts Unrestricted Annual Fund	1,220,400
Major Gifts Unrestricted Non-Recurring	125,000
Major Gifts Restricted Individual	100
Foundation Support Restricted	100
Foundation Support Unrestricted	40,000
<b>subtotal major gifts</b>	<b>1,385,600</b>
Towns	11,000
Car Talk Affiliate	200,000
Community Events	5,000
<b>Subtotal - Development</b>	<b>9,176,200</b>
Marketing	600
State Appropriation	1,500,000
Corp. Public broadcasting	1,784,000
In-Kind CS Trade	30,510
Other / Rental / miscell.	461,300
<b>Total Revenues</b>	<b>12,952,610</b>
<b>EXPENSE</b>	
Salaries/ Wages	5,644,815
Taxes/Benefits	1,622,320
Administration	590,700
Radio	1,243,698
Television	1,188,488
Technology & Operations	1,259,003
Development	875,030
Marketing & Communications	122,100
Digital Services	100,000
General institutional	102,000
<b>Subtotal - Expenditures</b>	<b>12,748,154</b>
<b>Total expenditures</b>	<b>12,748,154</b>
<b>Excess of Revenues over expenses</b>	<b>204,456</b>



101 Portland Road  
Bridgton, ME 04009  
(207) 647-3472  
FAX: (207) 647-8372  
[www.mainelakeschamber.com](http://www.mainelakeschamber.com)  
[officemanager@mainelakeschamber.com](mailto:officemanager@mainelakeschamber.com)

November 28, 2017

Mr. Don Willard  
Town of Raymond  
401 Webbs Mills Rd.  
Raymond, ME 04071

Dear Don,

The Greater Bridgton Lakes Region Chamber of Commerce would like to graciously request that the Town of Raymond become a Chamber supporter for the upcoming fiscal year for the municipal rate of \$250. We advocate on behalf of the business community, and we act as a welcoming committee to help promote, develop and maintain a pro-business community.

*Your* support as a business leader is a form of business networking, and indicates a respect for our organization of businesses whose goal is to further the interests in our region.

Our website shows each of the towns we service with a link to each town's website, including Raymond. On the homepage is a slider of beautiful photos of the area, including some of Raymond.

Our yearly Area Guide also promotes our region as a year round visitor's destination with beautiful photographs that highlight each of our towns and our chamber businesses. We print and distribute 25,000 books all up and down the 302 corridor, as well as along the coast of Maine.

Support from our member towns is an investment and extremely important to stabilize our ability to promote our towns and we sincerely hope that the Town of Raymond will continue its support by granting our request.

Sincerely,

Sue Mercer, Executive Director

Serving the Towns of:  
Bridgton Brownfield Casco Denmark Fryeburg Harrison Lovell Naples Raymond Sebago Stow Sweden Waterford