



Town of Raymond
Board of Selectmen ePacket
March 8, 2022
Table of Contents

(Click on item to go to that page)

Agenda	2
Previous Meeting Minutes	4
302 Nutrition - Business License Application	9
302 Nutrition - Fire Inspection Report.....	11
Budget-Finance Committee Appointment.....	23
UCAN5K Public Property Use Application.....	26
Revaluation & TIF Memo.....	28
Cumberland County's Change of Fiscal Year.....	37
Election Clerks 2-year Appointments.....	41

Agenda



BOARD OF SELECTMEN Agenda

March 8, 2022

6:30pm – Regular Meeting

Via Zoom & on YouTube

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

1) Call to order

2) Minutes of previous meetings

- a) February 8, 2022

3) New Business

- a) Consideration of a New Business License Application – Sabrina Golebiewski, owner of 302 Nutrition
- b) Consideration of Budget-Finance Committee Appointments – Sue Look, Town Clerk
- c) Consideration of UCan5K Use of Public Property Request – Joe Crocker, Parks & Recreation Director
- d) Discussion of Possible Revaluation – Curt Lebel, Contract Assessor
- e) Consideration of Utilizing Legal Services for TIF District Analysis and Recommendations – Curt Lebel, Contract Assessor
- f) Consideration of Transitioning to Cumberland County's New Fiscal Year Plan – Charisse Keach, Finance Director
- g) Consideration of Town Meeting Format for June 2022 – Sue Look, Town Clerk
- h) Consideration of Appointing Election Clerks for 2 Year Terms – Sue Look, Town Clerk

4) Public Comment

5) Selectman Comment

6) Town Manager's Report and Communications

- a) **Confirm Dates for Upcoming Regular Meetings**
 - April 19, 2022
 - May 10, 2022

Selectman's Meeting Agenda (Page 1 of 2) March 8, 2022

b) Reminder of Upcoming Budget Schedule

- March 15, 2022 – 2nd Department Head Review – 6:30pm
- March 31, 2022 – Budget Workshop – 6:30pm
- April 4, 2022 – Select Board Warrant Review & Approval – 6:30pm
- April 12, 2022 – Budget-Finance Committee Budget Article Recommendations – 6:30pm
- April 19, 2022 – Select Board final Warrant approval – 6:30pm
- Town Meeting at the Jordan Small Middle School Gym
 - 1) June 7, 2022 – if we have Open Town Meeting – 6:00pm

OR

- 2) June 14, 2022 – if we vote the Town Warrant via secret ballot – 7:00am to 8:00pm

7) Executive Session

- a) Consideration of Poverty Abatement Request – pursuant to 1 MRSA §405 (6) (F) and 36 MRSA §841 (2) (E)
- b) Consideration of Spirit of America Award - pursuant to 1 MRSA §405 (6) (F)

8) Adjournment

Previous Meeting Minutes



BOARD OF SELECTMEN Minutes

February 8, 2022

6:30pm – Regular Meeting

Via Zoom & on YouTube

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

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

Select Board members absent: none

Town Staff in attendance:

Don Willard – Town Manager
Charisse Keach – Finance Director
Rita Theriault – HR
Curt Lebel – Contract Assessor
Bruce Tupper – Fire Chief
Cathy Gosselin – Health Officer
Alex Sirois – CEO
Sandy Fredricks – ZBA Admin
Sue Look – Town Clerk

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

2) **Minutes of previous meetings**

a) January 11, 2022

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

Unanimously approved

3) **New Business**

a) Consideration of Sebago Lakes Region Chamber of Commerce's Regional Marketing Campaign Proposal – Robin Mullins, Executive Director

Ms Mullins discussed wanting to create a more robust website with the AAPA funds from the 8 towns they support, a total of \$56,000.

Motion to approve giving 1% (\$4,777 total) of the Raymond AAPA funds over the next 2 years to Sebago Lakes Region Chamber of Commerce's Regional Marketing Campaign by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved

Selectman's Meeting Minutes (Page 1 of 5) February 8, 2022

b) Consideration of Possible Referendum Question for the June Election Related to Marijuana Options – Sue Look, Town Clerk; Alex Sirois, CEO

There was discussion pertaining to “marijuana establishments” growing, testing, manufacturing, recreational sales, adult use establishments (like a bar that instead serves marijuana instead of alcohol for onsite consumption), etc.

There is currently a medical store in Raymond, however this establishment was begun before there were State statutes and is a grand-fathered, non-conforming use. If this business was sold the new owners would not be allowed to have a medical marijuana business and no other medical marijuana business may be opened in Raymond as the ordinances stand right now.

Some of the discussion pertained to what could possibly be included in a Marijuana Ordinance.

Selectman Taylor expressed the opinion that we should embrace this and accept the revenue it would supply. It is inevitable and we would be better off to allow this and regulate it. I want to do it the right way. We need to move forward.

Questions and phrases that the Select Board suggested for the proposed referendum question:

Do you want a retail marijuana shop in Raymond?

Do the citizens of Raymond want to allow retail recreational marijuana for sale in Raymond?

Not for consumption on premises

Only retail sales

Do you, as a citizen of Raymond, want a retail marijuana store in Town?

Recreational sales

Excerpt of email from Town Attorney, Philip Saucier:

It appears this should likely be phrased in the form of a non-binding referendum question to avoid any confusion over whether the Town has actually “opted-in” at the time of the vote – and to also avoid any confusion over what would occur if a subsequent vote on the ordinance does not pass. A non-binding referendum is an approach some municipalities have used in these instances prior to moving forward with the work it takes to draft an ordinance. If that approach sounds like it would work for Raymond, it would be phrased like this:

Article ____ . Non-binding referendum. Do you support allowing adult use and medical marijuana establishments to operate in in the Town of Raymond and the development of an ordinance to regulate the location and operation of those uses?”

Explanation: This is a non-binding question from the Board of Selectmen seeking your opinion only. If supported, the Board will organize a committee to draft an ordinance that will regulate adult use and medical marijuana establishments in the Town to be voted on at a future town meeting.

Motion to the language provided by Attorney Saucier for the referendum question by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved

c) Consideration of Tax Abatements – Curt Lebel, Contract Assessor

Tax Year	#	M/L	ACCT#	OWNER OF RECORD	OLD ASSESSMENT	NEW ASSESSMENT	VALUATION ABATED	TAX AMOUNT	TAX RATE	MISCELLANEOUS INFORMATION
2021- 1		008-018	404	Joseph Letourneau 85 Gore Rd Raymond, ME 04071			\$ 23,000.00	\$ 324.30	0.0141	Homestead Exemption omitted in error.
2021- 2		009-047	692	Kimberly Rice 2 Cottage Ln Raymond, ME 04071			\$ 23,000.00	\$ 324.30	0.0141	Homestead Exemption omitted in error.
2021- 3		012-042-C	1004	Beverly J Carey 15 Myron Hall Rd Raymond, ME 04071	\$ 125,700.00	\$ 45,900.00	\$ 79,800.00	\$ 1,125.18	0.0141	New building permitted and assessed to incorrect parcel. This parcel of land is vacant. Supplemental assessment for building to be issued to correct parcel 012-042.
2021- 4		054-069	3082	Diane T Blanchard Trustee Ashley M Blanchard Trustee 3 Ridge Rd Realty Trust 3 Ridge Rd Raymond, ME 04071	\$ 335,900.00	\$ 326,900.00	\$ 9,000.00	\$ 126.90	0.0141	Deeded water access and dock construction easement benefitting the property at 3 Ridge Rd and located and burdening the property located at 8 Beach Rd was extinguished prior to the October 2020 sale of 8 Beach Rd. Documents were not received from the registry. Adjustment for water access rights should be removed from 3 Ridge Rd.
TOTALS							\$134,800.00	\$1,900.68		

Motion to approve above tax abatement for Joseph Letourneau for \$324.30 for 2021 Map 008-Lot 018, for Kimberly Rice for \$324.30 for 2021 Map 009-Lot 047, abatement for Beverly J Carey for \$1,125.18 for 2021 Map 012-Lot 042-C, for Diane T & Ashley M Blanchard Trustees for \$126.90 for 2021 Map 054-Lot 069 by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approve

d) Consideration of Supplemental Tax Bills – Curt Lebel, Contract Assessor

M/L	OWNER OF RECORD	ADDRESS	SUPPLEMENTAL VALUATION	ACCT #	TAX DOLLARS	MISCELLANEOUS INFORMATION
012-042	Patrick M Carey	737 Webbs Mills Rd Raymond, ME 04071	\$79,800.00	1001	\$1,125.18	Assessment of Building omitted from assessment in error. Assessment was made to another parcel in error (012-042-C), which has been abated.
					\$1,125.18	

Motion to approve a supplemental tax bill for Patrick M Carey for \$1,125.18 for Map 012-Lot 042 by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved

e) Consideration of Appointment to ZBA – Sandy Fredericks, ZBA Admin

Motion to appoint Frederick Miller to the ZBA by Selectman Bruno. Seconded by Selectman Taylor.

Unanimously approved

- f) Consideration of Biennial Appointment of Registrar – Sue Look, Town Clerk
Motion to appoint Susan L Look as Registrar for the next 2 years by Selectman Sadak.
Seconded by Selectman Gifford.
Unanimously approved

4) **Public Comment** – none

5) **Selectman Comment** – none

Chair Sadak thanked the Public Works crew for their work on the roads in the bad storms we have had.

Selectman Taylor thanked Chair Sadak for how she is leading this year.

6) **Town Manager's Report and Communications**

a) **Confirm Dates for Upcoming Regular Meetings**

- March 8, 2022
- April 12, 2022

b) **Reminder of Upcoming Budget Schedule**

- February 23, 2022 – Town Manager submits budget to Select Board & Budget-Finance Committee
- March 1, 2022 – 1st Department Head Review – 6:30pm
- March 15, 2022 – 2nd Department Head Review – 6:30pm
- March 31, 2022 – Budget Workshop – 6:30pm
- April 4, 2022 – Select Board Warrant Review & Approval – 6:30pm
- April 12, 2022 – Budget-Finance Committee Budget Article Recommendations – 6:30pm
- April 19, 2022 – Select Board final Warrant approval – 6:30pm
- Town Meeting at the Jordan Small Middle School Gym
 - 1) June 7, 2022 – if we have Open Town Meeting – 6:00pm

OR

- 2) June 14, 2022 – if we vote the Town Warrant via secret ballot – 7:00am to 8:00pm

c) **Reminder of Upcoming Holiday Schedule**

- Monday, February 21st – Presidents Day

7) Executive Session

- a) Consideration of Poverty Abatement Request – pursuant to 1 MRSA §405 (6) (F) and 36 MRSA §841 (2) (E)

Motion to enter executive session as noted above at 7:23pm by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved

Motion to leave executive session at 8:10pm by Selectman Olsen. Seconded by Selectman Bruno.

Unanimously approved

Motion to grant a poverty abatement in the amount of \$457.72 by Selectman Bruno. Seconded by Selectman Olsen.

Unanimously approved

- b) Discussion of Labor Contracts and Proposals – pursuant to 1 MRSA §405 (6) (D)

Motion to enter executive session as noted above at 8:11pm by Selectman Bruno. Seconded by Selectman Gifford.

Unanimously approved

Motion to leave executive session at 8:52pm by Selectman Olsen. Seconded by Selectman Taylor.

Unanimously approved

8) Adjournment

Motion to adjourn at 8:52pm by Selectman Olsen. Seconded by Selectman Taylor.

Unanimously approved

Respectfully submitted,

Susan L Look, Town Clerk

302 Nutrition - Business License Application



Business License Application

OFFICIAL USE

Permit Fee: \$25.00

Application Date: 2/15/2022

Map-Lot: _____

Zone: _____

Business Name: 302 Nutrition

Business Location: 1233 Roosevelt Trail Raymond 04071

Applicant: Sabrina Golebiewski

Mailing Address: 25 Shaker Woods Rd

City State Zip: Raymond ME 04071

Home Telephone: 207 233 6874 Work Telephone: _____

Email Address: 302alllife@gmail.com

Description of Business: Serving Protein shakes + loaded Teas

Owners/Partners Names	Owners/Partners Address	Owners/Partners Phone #s
<u>Sabrina Golebiewski</u>	<u>25 Shaker Woods Rd</u>	<u>207 233 6874</u>
Emergency Contact Names	Emergency Phone # 1	Emergency Phone # 2
<u>Kim Mentzinger</u>	<u>207 480-0828</u>	
<u>CONNIE GREENE</u>		

I have secured or am in the process of securing all State and local licenses/permits required for my business to operate. Please list required licenses/permits:

Have there been any public health, safety, or welfare problems occurring in the operation of the business or a similar business at the same location in the immediately preceding year, including but not limited to neighborhood complaints, disorderly customers, and excessively loud or unnecessary noise that initiated complaints to or required a response from the sheriff's department fire department or other municipal regulatory body or employee? Yes No

If Yes, please provide evidence of satisfactory resolution of any such complaint.

Applicant Signature:

The business named 302 Nutrition is current with all Town fees, taxes and inspections, as well as compliant with all Town of Raymond Ordinances.

Code Enforcement Officer [Signature]

Fire Inspector _____

Tax Collector _____

Conditions of Approval by Select Board:

Application Approved
 Application Denied. Denial Reason:

Determination Date: _____

Expiration Date: March 1, _____

Select Board Signatures:

Teresa Sadak, Chair

Rolf Olsen, Vice Chair

Joseph Bruno, Parliamentarian

Samuel Gifford

Lawrence Taylor

302 Nutrition - Fire Inspection Report



Form: Annual 18-0331

Raymond Fire & Rescue

Occupancy: **302 Nutrition**
Occupancy ID: **Roosevelt 1233 - 18**
Address: **1233 Roosevelt TRL Apt/Suite #18**
Raymond ME 04071

Inspection Type: **Business License Inspection**
Inspection Date: **2/24/2022** By: Jones, Wayne (JONESW)
Time In: **15:00** Time Out: **16:00**
Authorized Date: **Not Authorized** By:

Inspection Description:

Annual Inspection Form
New and Change of Use Inspection Form

Inspection Topics:

General

Address numbers 3 inches high visible from street.

Raymond Addressing Ordinance Article 6. Numbers must be a contrasting color to the background. Address numbers are critical to emergency personnel in finding people who may need assistance or aid in an emergency.

Status: **PASS**

Notes: Business Unit address (#18) is in compliance with requirements.

Raymond Shopping Center sign on Roosevelt Trail still requires 6" Street Address numbers posted on each side for the property (1233 / 1235 Roosevelt Trl.) to be compliance with E-911 addressing and the Raymond Sign Ordinance.



Posted Maximum Occupancy signs at room entrances where required.

Assembly uses shall have an Occupancy Permit issued by the Raymond Fire Department.

Status: **Information**

Notes: Occupant Load for business is 22 persons. Posting of the Occupant Load is not required for this type of occupancy.

Is a Knox Box installed. Are the keys current?

All properties protected by a Fire Alarm System and/or a Fire Suppression System shall have a Knox Box with current keys to the property. Raymond Fire Protection Ordinance Article 5 Section 1

Status: PASS

Notes: Checked key from Knox Box in the front door lock and it was the correct key. Advised the Business Owner that if the door lock is upgraded, a new key will be needed for the Knox Box.

Other

Other General Comments

Status: Not Applicable

Notes:

Housekeeping

Boiler, mechanical, and electrical panel rooms shall not be used for storage.

Combustible materials in these equipment rooms often get put too close to sources of heat and a fire will likely result.

Status: PASS

Notes: Storage was kept at least 30" away from Electrical Panel.



Clean grease filters and hood/duct system over cooking equipment.

Regular cleaning of the hood, duct, and filters will eliminate flammable grease build-up and provide proper ventilation of head through the exhaust outlet.

Status: Not Applicable

Notes: No Grease Hood Present in this occupancy.

Locate all dumpsters at least 10 feet from the building or overhangs.

Dumpsters are a common fire target of vandals. Moving the dumpster away will reduce the risk of a fire spreading to the building.

Status: PASS

Notes:

Are combustible wastes properly stored in containers.
Combustible waste like grease can be hazardous if not properly stored.

Status: PASS
Notes:



Other
Other Housekeeping Comments
Status: Not Applicable
Notes:

Exits

Are all required exits marked?

[NFPA 101 7.10] Means of egress exits, other than the main entrance to a room or space that is obviously and clearly identifiable, must be marked as an exit to direct egress in an emergency.

Status: PASS
Notes: Front Exit requires installation of a photoluminescent Exit Sign next to exit door near the ceiling.



Are emergency egress light fixtures installed and operational?

Test battery and check for broken or missing light fixtures.

Status: Violation

Notes: Sales Area Emergency Light was not working. Office area combination Emergency Light / Exit Sign was working properly. Business Owner advised regarding malfunctioning Emergency Light in sales area.



Are exit doors clear of obstructions, snow and ice?

101:7.1.10 Doors in means of egress or escape shall be maintained free of obstructions, including snow and ice.

Status: PASS

Notes: Exit Doors were clear at the time of inspection. Please note this item moving forward.



Are there dead ends longer than 20 feet?

Maximum dead end is 20 feet with the following exceptions: The following occupancies in buildings with fire sprinkler systems have increased dead end lengths. Business:

Status: Routine Maintenance

Notes: Door leading into Property Owners storage & maintenance space from 302 Nutrition should have a sign on the door that reads "Restricted Area - No Unauthorized Personnel Beyond This Point".



If the occupancy is more than 50 persons, are exit doors equipped with panic or fire exit hardware?

Include reference

Status: Not Applicable

Notes:

Unlock all required and marked exit doors during business hours.

Locked exit doors make it impossible for occupants to escape in an emergency.

Status: PASS

Notes:

Remove storage from exit stairs.

Items stored beneath or in exit stairs present a fire risk that can endanger persons using that escape route.

Status: Not Applicable

Notes:

Other

Other Exit Comments

Status: Not Applicable

Notes:

Hazardous Materials

Are flammable materials stored closer than 10 feet from the building.

Fuel oil, propane, and other flammable liquids, gases, or solids must be stored more than 10 feet from any building or structure. Raymond Fire Protection Ordinance Article 6.

Status: PASS

Notes:

Are quantities of hazardous materials maintained below established limits?

The Fire Code establishes maximum quantities of hazardous materials that can be stored and used in an occupancy without classifying the occupancy as hazardous.

Status: Information

Notes: None were found at the time of this inspection.

Provide spill protection and proper storage for flammable liquids in containers larger than 10 gallons.

Flammable liquids can readily accelerate the spread of a fire. Confining flammable liquids in individual containers larger than 10 gallons must be in appropriately designed storage and provide a means of spill protection when in use to reduce the hazard.

Status: Information

Notes: None were found at the time of this inspection.

Store Class 1 liquids in approved containers.

Class 1 flammable liquids are highly flammable and should only be used in small quantities for approved purposes and stored in approved storage cabinets.

Status: Information

Notes: None were found at the time of this inspection.

Other

Other Hazardous Material Comments

Status: Not Applicable

Notes:

Construction

Are Means of Egress components compliant with construction requirements?

Elements of a Means of Egress must meet construction requirements and be kept clear of obstacles at all times.

Status: PASS

Notes:

Are Means of Egress Clear?

[NFPA 101 7.1.10] A means of egress shall be continuously maintained free of obstructions.

Status: PASS

Notes: Exit Doors were clear at the time of inspection. Please note this item moving forward.



Are required occupancy separations constructed properly?

Required fire barriers for separation of occupancies must be full height and sealed at floor, walls and roof/ceiling assemblies. All penetrations shall be properly protected with either a joint or through penetration sealant system.

Status: Information

Notes: The penetrations found during the 2019 inspection were no longer visible with the installation of OSB on ceilings and walls in the property owners storage areas of the building.

Seal unapproved openings with approved material.

Flame, smoke, and hot gases can easily travel through holes and pipe chases, thus creating more damage and a hazard to occupants.

Status: Information

Notes: The penetrations found during the 2019 inspection were no longer visible with the installation of OSB on ceilings and walls in the property owners storage areas of the building.

Keep attic and scuttle covers closed, and ceiling tiles in place.

Ceilings are an integral part of the building feets fire protection. If kept in place, the ceiling will protect roof structures from premature collapse.

Status: PASS

Notes: All Ceiling Tiles were in place at the time of inspection.

Other

Other Construction Comments

Status: PASS

Notes:

Fire Extinguishers

Are potable fire extinguishers properly mounted, charged and inspected?

Portable fire extinguishers need to be routinely checked to maintain usefulness.

Status: Routine Maintenance

Notes: No fire extinguishers were present at the time of inspection. The Business Owner was advised to mount, in a readily visible location, a 5lb. (2A 10BC rated) ABC Dry Chemical fire extinguisher in the sales area of the Business.

Mount extinguishers where readily available, not more than 4 feet above floor.

Extinguishers must be easily within reach of all occupants, but not where they will be subject to damage.

Status: Routine Maintenance

Notes: See Note above.

Other

Other Fire Extinguisher Comments

Status: PASS

Notes:

Fire Alarm

Is a monitored fire detection and alarm system installed?

Raymond Fire Protection Ordinance Article 5 requires all commercial, assembly and public occupancies over 1000 sf to have a monitored fire alarm system.

Status: PASS

Notes: Note the detectors and pull stations located throughout the Business.



Has a current fire alarm test report on file with the Raymond Fire Department.

Raymond Fire Protection Ordinance (Article 5 Section 1) requires an annual fire alarm test report be filed with the Office of the Fire Inspector before January 1 each year.

Status: PASS

Notes: The NFPA 72 Inspection, Testing & Maintenance Report was conducted on 6-30-2021



Are carbon monoxide detectors installed?

Carbon monoxide is a colorless, odorless gas that can create a life threatening situation without warning. Carbon Monoxide detectors are recommended in all occupancies. Carbon Monoxide detectors are required in all occupancies with sleeping rooms or areas and Day Cares Occupancies.

Status: Unsafe Operation

Notes: Business Owner was advised to install a Carbon Monoxide Detector in the area of the Office as the LPG Heater is located in this area.



Other

Other Fire Alarm Comments

Status: Information

Notes: The Business Owner was made aware of the new State Law regarding the requirement to install a Fuel Gas Detector in the room of the LPG Heating unit. The law was effective on 1-2-2022, with a grace period for Fuel Gas Detector installation (for this type of Business) by 1-1-2026.

Fire Sprinkler

Is a fire sprinkler system installed?

Installed fire sprinkler systems shall comply with NFPA101:9.7 for the type hazard being protected.

Status: Not Applicable

Notes:

Is the main valve open and secured with an operational tamper switch?

The main source of water supply must always be open unless maintenance is being performed. A trouble alarm must be activated in the fire alarm system if the valve is not in the full open position.

Status: Not Applicable

Notes:

Remove obstacles within 18 inches of sprinkler heads. (36 inches if sprinkler heads are installed more than 12 feet above the floor)

Obstacles stored or installed too close to sprinkler heads will not allow adequate coverage to properly protect the area from fire.

Status: Not Applicable

Notes:

Maintain access to and operation of standpipes, fire hose, sprinkler valves, fire hydrants, fire extinguishers, and other fire protection equipment

Fire protection equipment must have clear access and be operational at all times to be effective in an emergency.

Status: Not Applicable

Notes:

If the system includes a pump, is the power supply monitored.

If a pump is required to provide the hydraulic pressure to the sprinkler system, the pump's power supply must be monitored by the fire alarm system. A trouble alarm shall be activated if power to the pump is lost.

Status: Not Applicable

Notes:

Other

Other Fire Sprinkler Comments

Status: Not Applicable

Notes:

Electrical Systems

Are electrical systems properly installed?

Electrical systems shall be installed to comply with NFPA 70 National Electric Code. Improperly installed systems present a significant fire and life safety danger.

Status: PASS

Notes:

Discontinue use of extension cords as permanent wiring.

Extension cords do not afford the durability, safety and protection from shock or fire. No more than (1) one 6-outlet surge protected power strip should be used on any circuit.

Status: PASS

Notes: No Extension Cords were found being used in place of permanent wiring at the time of this inspection.

Each outlet box shall have a cover faceplate or fixture canopy.

Covers protect people from being shocked by exposed wires, prevent spread of electrical current, and heat and flame during short circuits.

Status: PASS

Notes:

Label all circuit breakers and provide blank panels for spares.

Proper identification of the areas served by a circuit breaker is important during an emergency.

Status: PASS

Notes:



Maintain at least 30 inches clearance in front of electrical panel.

Access to electrical panels must be cleared to allow for general inspection and emergency shutdown.

Status: PASS

Notes:



Heating System

Are any unvented fuel fired heated equipment in use?

Unvented fuel-fired heating equipment, other than gas space heaters in compliance with NFPA 54 National Fuel Gas Code, shall be prohibited.

Status: PASS

Notes: None were found at the time of this inspection.

Are all heating appliances protected from clients touching hot surfaces or open flame.

Any heating equipment in spaces occupied by clients shall...protect clients from hot surfaces and open flames...

Status: PASS

Notes:

Other

Other Heating System Comments

Status: PASS

Notes:

Other Comments

Additional Inspection Items

Enter additional inspection comments

Status: PASS

Notes:

Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
Administrative	2/24/2022 4:30:00 PM	2/24/2022 6:45:00 PM

Notes: Add the inspection report and photos into the ER Fire Inspection program.

Total Additional Time: 135 minutes

Inspection Time: 60 minutes

Summary:

Overall Result: Correction Notice Issued

The occupancy was found to be in compliance with the exception of the noted items in this report. The items listed require correction by the Owner or Occupant for the Occupancy to comply with the Raymond Fire Protection Ordinance and/or State Life Safety and Fire Code. A Plan of Correction (POC) to the Raymond Fire Inspector within ten (10) business days from date of this report is required. The Owner is required to notify the Raymond Fire Department when ALL items listed have been corrected.

Inspector Notes: The Raymond Fire Rescue Department (RFRD) would recommend issuance of the Town of Raymond Business License upon the correction of the deficiencies noted herein, and/or upon receipt and approval of a written Plan of Correction (POC) approved by the RFRD.

Closing Notes:

This fire prevention inspection has been made by the Raymond Fire Department for the purpose of promoting fire safety and to assist the Owner or Operator of the Occupancy in identifying conditions that require correction. Items listed in this inspection report must be corrected before the Occupancy will deemed in compliance with the Raymond Fire Protection Ordinance.

Inspector:

Name: Jones, Wayne
Rank: Fire Inspector

Budget-Finance Committee Appointment

VOLUNTEER APPLICATION

Town of Raymond
401 Webbs Mills
Rd Raymond, ME
04071
www.raymondmaine.org



Town Clerk Sue Look
Phone: 207-655-4742 Ext 121
Fax: 207-655-3024
sue.look@raymondmaine.org

If you are a Raymond resident and interested in serving on any of the following committees or boards, please fill in the information below and submit to the Town Clerk for distribution to the appropriate board or committee chair(s) for consideration and response concerning open positions.

- Beautification Committee
- Board of Assessment Review
- Conservation Commission
- Comprehensive Plan Committee
- Recycling Committee
- Zoning Board of Appeals
- Planning Board

There are many other opportunities to serve your town as an elected official, a member of a community resource organization, an election worker on Election Day, etc. Contact the Town Clerk for more information.

Please complete this form and submit to:

Town Clerk, 401 Webbs Mills Road; Raymond, ME 04071
or via fax to (207) 655-3024
or via email to sue.look@raymondmaine.org

Name: Robert Jones
Mailing Address: 83A Gore Rd, Raymond ME 04071-6376
Telephone Number: 207-693-5514
E-mail Address: rjones292@gmail.com
Occupation: retired

Boards and/or committees you are interested in (please list in order of preference):

1. Budget-Finance Committee
2.
3.

Why are you interested in the board(s) and/or committee(s) chosen above?

I live in the town and want to contribute

What contributions, benefits, talents, and skills can you bring to the Town of Raymond?

a few years on Budget Finance in the past.

What do you feel is the responsibility of the boards and/or committees you chose?

Help prepare a responsible budget for the citizens to approve.

What municipal boards, volunteer organizations, or community service groups/committees have you worked with in the past and for what length of time?

Raymond Lions Club Charter President
Budget-Finance Comm.

Does your schedule allow the flexibility to attend meetings on a regular basis?

Yes No

Thank you.



Board of Selectmen
401 Webbs Mills Road
Raymond, Maine 04071

Appointment by Municipal Officers

Pursuant to M.R.S.A. 30-A §2601, the undersigned municipal officers of the Town of Raymond do hereby vote to appoint and confirm **Robert Jones** to be a member of the **Budget-Finance Committee** for a term ending June 30, 2022.

Given under our hands on the 8th day of March 2022.

Teresa Sadak

Rolf Olsen

Lawrence Taylor

Samuel Gifford

Joseph Bruno

UCAN5K Public Property Use Application

Complete and Return to:
Attn: Town Manager
Town of Raymond
401 Webbs Mills Road
Raymond, Maine 04071

Include the following:
Public Property Use Agreement
Proof of Insurance
Public Safety - Parking & Traffic Approval
Liquor Permit (if applicable)

Date of Application 2-16-2022

Town of Raymond Public Property Use Agreement

Name of Organization/Applicant Pine Tree Race Services

Contact Person Tony Myatt

Phone No. (w) 207-272-7731 (h) _____

Address 22 Romasco Ln Portland, ME 04101
(Street Address) (City) (State) (Zip Code)

Date(s) Desired 6/26/2022 Hour(s) 8AM to 11AM

Event Name U Can 5K

Event Location Sherri Gagnon Memorial Park Estimated # parking spaces needed 100

No. of people attending Youth 10 Adults 40 = 50

Will there be an admission charge? Yes \$20

TERMS AND CONDITIONS: The undersigned hereby makes application to the Town of Raymond for use of public property, and certifies that the information in the application is correct. The undersigned agrees to exercise the utmost care in the use of the property itself, the surrounding property, and to hold the Town, its officers, employees and agents, harmless from all damages, liabilities, injuries or losses to persons or property resulting from use of the facilities. The applicant agrees to adhere to all rules and regulations on this form.

A new application must be filed each calendar year for recurring annual events.

Applicants must provide adequate chaperones, for any function that is attended by any person under the age of 18 years, as well as private security, public safety and/or police coverage as determined by the Town. See Parking and Traffic Control below.

Size of the gathering determines conditions of approval as follows: If the event is expected to draw 150 people, or fewer, then application must be received in its entirety at least one month prior to event date, and will be reviewed and approved by the Town Manager. If the event is expected to draw more than 150 people, the application must be received in its entirety at least two months prior to the event date, and will require additional approval by the Board of Selectmen, at a regularly scheduled Selectmen's Meeting. All events will also require the approval of any responsible town committee charged with care of public lands, which will be arranged by the Town Manager. Representatives of the applicant group may be required to attend public

meetings and make presentations to involved town committees and/or the Board of Selectmen as determined by the Town Manager.

PARKING AND TRAFFIC CONTROL: All local and state traffic controls and parking regulations/signs must be observed. Right of way for emergency vehicles must be kept open at all times and event approval must be obtained from the Public Safety Department, including the possibility of providing ambulance coverage on site. The Town of Raymond reserves the right to tow or remove any vehicle from a public event when that vehicle is found to be in violation of local and state traffic rules or parking signs.

INSURANCE: During the full term of this agreement, the applicant shall secure and maintain, at its sole expense, Commercial General Liability Insurance written on an occurrence basis with limits no less than \$1,000,000.00 combined single limit per occurrence and \$2,000,000.00 aggregate for personal injury, bodily injury and property damage. The Town will be named as an additional insured party.

If the applicant does not have Commercial General Liability Insurance, they must obtain Special Events Insurance Coverage through their insurance carrier. In any case, the applicant must provide a Certificate of Insurance evidencing the required insurance before using Town property.

Use of alcohol on public property is strongly discouraged and is allowed only at the sole discretion of the Board of Selectmen. If alcohol is served or consumed, the applicant shall procure and maintain for the duration of the event Liquor Liability insurance in the amount of \$1,000,000 each occurrence. The Town is to be named as an additional insured on the Liquor Liability insurance. Host liquor liability coverage may be substituted when alcohol is consumed and not sold on premises with the prior written approval of the Town. The applicant will also procure all required liquor permits or licenses from the State of Maine, as well as to obtain prior approval by the Board of Selectmen.

CLEANING PROCEDURES: The applicant is responsible for cleaning after the event and leaving the premises in clean and satisfactory condition. All cleaning must be done immediately after the event. Any applicant damaging or destroying Town property will be held responsible for all repairs and/or replacement. In the event of damages, or additional cleaning being required, applicant will accept the Town's estimate of the amount incurred.



2-16-2022

Applicant Signature

Date

APPROVAL SIGNATURES

Town Manager

Date

Chairman of Selectboard

Date

Selectman

Date

Selectman

Date

Selectman

Date

Selectman

Date

Revaluation & TIF Memo

TOWN OF RAYMOND Assessing Office

401 Webbs Mills Road Raymond, Maine 04071
Phone 207.655.4742 x51 Fax 207.655.3024
assessor@raymondmaine.org

INTEROFFICE MEMORANDUM

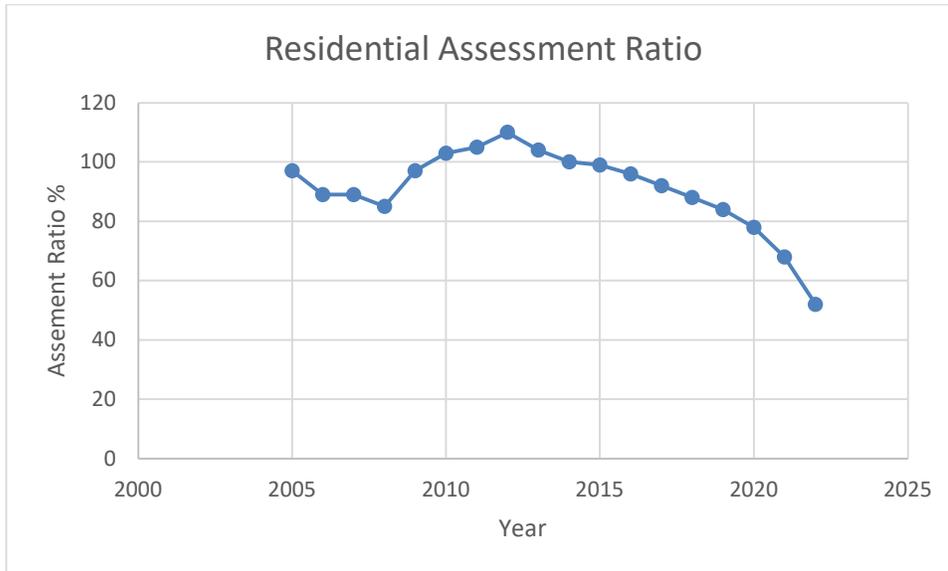
TO: RAYMOND BOARD OF ASSESSORS/SELECTBOARD
FROM: CURT LEBEL, ASSESSORS AGENT
SUBJECT: REVALUATION DISCUSSION/CONSIDERATION OF TIF ACTIONS
DATE: 3/3/2022
CC:

Dear Board Members,

Good afternoon. I will be in attendance at your March 8, 2022 meeting to begin discussions with the Board regarding the prospect of a Town wide property revaluation. In addition, I would like to discuss my observations regarding the Town's tax increment financing district and seek authorization to engage the Town's legal services provider to assist in developing a strategy for the remaining years of the district.

Property Valuations

Raymond last implemented a full revaluation in 2005 (17 years ago). The last revaluation was implemented in the midst of what we now know was a real estate market bubble. In 2008, at the beginning of the real estate market down turn, the assessment to sale ratio was approximately 85% of market value. At the height of the real estate recession, assessment ratios topped out at 110% in 2012 (a 25% loss of real estate value in general from the market peak). The local market then began a slow recovery in which market values began to appreciate at rates of 3-5% per year. This stabilized trend in market appreciation continued until the onset of the Covid-19 Pandemic and its unexpected impact on real estate values in many areas of the Country. Pandemic migration, building material supply issues and price spikes, along with continued low mortgage rates, have greatly accelerated the appreciation of real estate through 2021. The Town average assessment ratio has plunged into the low 50% range over the past two years as a result.



It is difficult to predict how the real estate market will continue over the next few years as the Pandemic begins to fade. Economic conditions are especially unpredictable at this time. Generally, I have found that unusual market fluctuations such as those caused by the Pandemic are often followed by a period of correction within those markets, but there are many factors at play applying pressure in both directions, including lack of sales inventory, new construction running behind demand and conversely looming interest rate hikes and the potential for migratory reversal as the pandemic eases.

The Maine Law Court has periodically weighed in on the effect of unusual circumstances on municipal income:

Sweet v Auburn (1935 case (Great Depression)):

Assessors are not, however, obliged to follow the fleeting, speculative fancy of the moment, they should recognize that the true value of a fixt asset, such as real estate is fairly constant and must be gauged by conditions not temporary and [***6] extraordinary, but by those which over a period of time will be regarded as measurably stable. *Tremont and Suffolk Mills v. City of Lowell*, 271 Mass. 1, 170 N.E. 819; *Central Realty Co. v. Board of Review*, 110 W. Va. 437, 158 S.E. 537; *Somers v. City of Meriden*, 119 Conn. 5, 174 A. 184 (Conn. 1934). Violent fluctuations in municipal income are not desirable, and assessors in listing values may, to a certain extent, disregard the excesses of a boom as well as the despair of a depression.

Frank v Skowhegan (1974)

All taxes upon real and personal estate, assessed by authority of the state, shall be apportioned and assessed equally, according to the just value thereof. Me. Const. art. IX, § 8. "Just value" is held to be synonymous with true or market value. The latter term is equated with that price a willing buyer would pay a willing seller at a fair public sale. The market must be one where normal, as opposed to extraordinary, conditions exist. To

define "just value" does not obviate the real problem, which is how to fairly and accurately determine that value. The determination by its very nature is judgmental. Moreover, it is a judgment concerning which fair, reasonable people may differ.

In all likelihood, given the current time frames, the implementation of a revaluation would likely take place within the 2024–2026 time frame. This would be 20 years since the last revaluation and a full inventory of property and its situation will be required to ensure equitable distribution of the property tax across all properties. Anticipated costs of the project are in excess of \$300,000. The Town has currently raised \$100,000 for the project, with another \$100,000 in the proposed FY2022-2023 budget.

A potential timeline for the project, following the approval of the 2022-2023 budget may look something like this:

- Fall 2022:** Review of summer 2022 sales trends and potential decision to issue RFP for revaluation.

- Spring/Summer 2023:** Review and selection of bid proposals/ contract finalization/continued funding in FY2023-2024 budget.

- Spring 2024-Spring 2025:** Project underway with property inspections and development of appraisal modeling.

- Summer/Fall 2025:** Implementation of revaluation for 2025-2026 fiscal year.

There is potential, depending upon the queue of work for revaluation vendors, that the implementation dates could slide one way or the other. More will be known once the RFP is issued and we begin to receive responses.

This timeframe will allow for the use of sales data from a date range which is post Covid, and will allow time for some level of stabilization in the market place prior to the implementation of the project.

As state valuation begins to reflect the ramifications of the pandemic (2-year lag in state valuations), the next few years will result in a continuing reduction in the ratio which is certified to the State for the purposes of exemptions and personal property assessment. As our ratio declines, taxpayers can expect continued reductions in homestead and veterans' exemptions which will result in increases to those taxes until the revaluation can be implemented and full amounts can be restored.

I hope this background information is useful and I look forward to discussing and hearing the Boards thoughts on this at next weeks meeting.

Tax Increment Financing (TIF) District

The Town has a designated TIF district including the natural gas and oil pipelines as well as property which is situated in areas along Roosevelt Trail Meadow Rd and Main Street areas.

Currently, 100% of the taxes generated from any increases to taxable valuations within the district since its origin date are captured and set aside as a separate TIF fund from which eligible economic development programs are funded. This fund is separate and distinct from general fund revenues and appropriations. The increased value attributed to the TIF is sheltered from State Valuation and can provide ancillary benefits related to Revenue Sharing, School Aid and School Cost sharing in general. A copy of the district development program which outlines authorized expenditures is attached.

- The district was designated for 30 years.
- The first year of captured values was 1999 and the origin date for captured assessed values is April 1, 1997.
- There are currently 8 years remaining until the district expires.
- The district is generating \$225,000-\$250,000 per year in revenue, which could add up to 2 million dollars in revenue over the remaining 8 years.
- The Town does not employ any economic development staff to steward the district funds and does not appear to have a functioning economic development committee of any kind.

All TIF revenues must be spent prior to the expiration of the TIF or financial penalties could result as a consequence of retroactive State Valuation adjustments. I have observed over the past few years, that the Town is struggling to find eligible projects for which to spend the TIF funds. Coming into the FY 2022-2023 budget, the TIF fund is expected to have approximately \$300,000 in undesignated revenue. I have concerns that somewhere around \$100,000 annually could remain unexpended in the future and may total over 1 million by the expiration of the district at the current rate.

I suggest that the Board authorize the utilization of its legal services team at Bernstein Shur, who are considered experts in TIF law and program development, to provide analysis of the district and the current benefits it provides and offer suggestions going forward for the Board to consider.

Some options could include:

- A reduction in the capture percentage to allow more funds to flow to general fund, resulting in a recalibrated TIF fund payment.
- An amendment to the district and/or development program to refresh and better align with the Town's current goals and needs such as town wide broadband services if statute allows.
- The reactivation or creation of an economic development committee, etc.
- Work with Regional economic development agencies, etc.

Sincerely,

Curt Lebel, Assessors Agent, Town of Raymond

TIF
DEVELOPMENT
PROGRAM

Development Program Narrative: Proposed TIF District for the Town of Raymond

A. Introduction

The Town of Raymond is designating certain property along the Portland Natural Gas Transmission System as a municipal development and tax increment financing (TIF) District, pursuant to Chapter 207 of Title 30-A of the Maine Revised Statutes, as amended. The designation of the TIF District will be used to facilitate economic and community development within the Town of Raymond's business district. The Development Program as described below is proposed for the purpose of administering the District as a TIF District, once approved by the Maine Department of Economic and Community Development.

The proposed District, as shown on Map A, will begin at and include the Dielectric Communications property. The District will then follow the Portland Natural Gas Transmission System for a width of 100 feet and extending to encompass the commercial area of the Route 302 Corridor. The total acreage of the proposed TIF is approximately 246 acres. The Portland Natural Gas Transmission System (PNGTS) is a new high-capacity natural gas pipeline designed to meet New England's growing energy need. The project involves the construction of approximately 250 miles of new 20-inch diameter pipeline from the Canadian Border in northeastern Vermont to Portland, Maine and then to Haverhill, Massachusetts. This new gas line will connect with the TransCanada Pipelines to the north and the Tennessee Gas Pipeline in the south. PNGTS will create long term, increased access to natural gas supplies and will open new areas in Maine to natural gas service. Construction of the pipeline is slated to begin in 1998. Expected investment by PNGTS is approximately \$1 million per mile.

The estimated annual tax revenue generated by the new investment by PNGTS for the Town of Raymond will be \$64,996 (\$61,275 in 1995 dollars*1.053 inflation rate per year). The expected life of the pipeline is 50 years. Since the expected life of the pipeline is 50 years, no depreciation of the investment is predicted for the 30 year life of the proposed TIF. Over the 30-year TIF period, expected revenues from the TIF will range from a base of \$1,949,880 to \$2,200,000 (based on 1% value increase per year). An additional \$400,000 in new revenues is projected for the balance of the TIF district for a total of \$2.5 Million.

B. Statement of Means and Objectives Designed to Improve the Quality of Life of Raymond Residents

The Town of Raymond will retain the net new property tax generated by new investment in the TIF District for activities which will provide new employment and community

development opportunities, and/or improve and broaden the tax base. The revenues will be used for the following types of activities over the course of the TIF:

Economic Development Action Planning:

A full-scale economic assessment of the business community within the Town of Raymond will be completed in Year 1 of the TIF District. This plan will include an accounting of the Town's economic advantages and disadvantages. The result of this planning effort will be a strategic economic development plan which outlines specific objectives for the Town of Raymond. The plan will also address Raymond's role within the Sebago Lake Region and within the Greater Portland Region.

GIS System for the Town of Raymond

A GIS system for the Town of Raymond will be planned and supported through the TIF District. The GIS system will be used to identify areas for business development and to track the impacts of business development on the natural resource base of the Town. This system will be the lynchpin in the Town's economic development program. Through this mapping and information system, the town will be able to develop a sustainable economic development program.

Streetscape Planning and Implementation

TIF funds will be used to develop a streetscape plan to improve the aesthetics of the business district and to improve the experience for town residents and visitors to the business district. Items to be addressed under this activity include street lighting, pedestrian flow improvements (sidewalks and crosswalks) landscaping and tree plantings.

Utility Improvements for the Business District

Utility improvements such as water line extensions and improvements will be eligible expenses under this TIF. Power line improvements and telecommunications infrastructure improvements are other eligible expenses.

Traffic Flow Improvements

Traffic flow improvements along Route 302, both planning and implementation, will be eligible activities under this TIF.

Private Infrastructure Improvements

Private infrastructure improvements such as street facades will be eligible under this TIF designation. These improvements would be funded primarily through loan programs. The TIF dollars will be used to leverage additional loan money through the Community Development Block Grant Program if possible.

Promotion

General tourism, business, cultural and/or festival promotion will be an eligible expense under the TIF Program. Activities under this category will include brochure development as well as informational packages. Promotion for such events as the Annual Founders Day Celebration and the bicentennial celebration will be included under this category of allowable expenses.

Environmental Improvement Fund

To ensure that business development activity takes place in an environmentally sustainable way, TIF funds may be used to fund public improvements necessary to protect Raymond resources.

Support of the a Regional Economic Development Corporation

The Town of Raymond may use a portion of the TIF revenues to fund its participation in an Economic Development Corporation for the Sebago Lake Region. The Corporation is in planning stages at this time.

Acquisition and Construction of Municipal Equipment and Facilities

Public Safety Equipment and municipal facilities needed to support economic development activities may be purchased or constructed with the TIF funds. No Town Hall structures will be constructed with TIF funds

C. The Financial Plan

Over the life of the TIF district, approximately \$2.5 million will be generated. A 30 Year Investment Schedule is shown in Exhibit 1. Allocated costs by development activity are estimated in Exhibit 2.

Cumberland County's Change of Fiscal Year

Cumberland County Commissioners
142 Federal Street, Portland, Maine 04101
207-871-8380 • cumberlandcounty.org



**District One Neil Jamieson • District Two Susan Witonis • District Three Stephen Gorden
District Four Thomas Coward • District Five James Cloutier**

January 4, 2022

Don Willard, Town Manager
Town of Raymond
401 Webbs Mills Rd
Raymond, ME 04071-6331

Dear Don:

At their December 13, 2021 meeting, the Cumberland County Commissioners voted to move forward changing the County's budget year from a calendar year to a fiscal year budget. The County will implement this change with a six-month budget beginning January 1, 2023, ending June 30, 2023. July 1, 2023 the County will begin a new twelve-month fiscal year budget.

Over the last number of years, the Finance Committee, made up of elected officials from the communities all over Cumberland County, has recommended a change from a calendar year to a fiscal year budget. The change would be a positive step as it would eventually eliminate the annual Tax Anticipation Note (TAN). With increasingly volatile interest rates, the potential cost of a TAN is ever increasing. The change would also provide better year-round cash flow, eliminating the need for County staff asking some communities to pay a portion of their County Warrant early so that the County has cash flow to cover monthly costs. Lastly, the County would be able to get all budgets on a fiscal year cycle. Currently the Jail and Cross Insurance Arena are on fiscal year budget cycles, while the County General Fund budget is on a calendar year.

The County Tax for the six-month transition budget (January to June 2023) will be added to the regular county tax assessment starting July 1, 2023. A community may choose to make the payment for the six-month tax assessment in full the first year or spread the payments out over two to five years. The Commissioners offer this alternative in hopes of making the six month payment as painless as possible.

Each municipality must notify the County of their choice of payment option by December 1, 2022.

This does not change the tax payment schedule for the annual county tax assessment. The regular county tax assessment will remain due on September 1st. The September 2023 payment will be based on 18 months.

For planning purposes a town can take half of the town's/city's 2022 county tax assessment and use it as the increment due for the 2023 six month budget. The actual six-month budget should come in at less than half as County staff will attempt to reduce operating cost, deferred capital expenses and loan payments until the FY2023-24 budget.

The County has sent this letter to the Mayors/Chairs and the Town/City Managers of each community in Cumberland County.

Please contact either James Gailey, County Manager (gailey@cumberlandcounty.org)(699-1904) or Alex Kimball, Deputy Manager of Administration and Finance (akimball@cumberlandcounty.org) (699-1988) with any questions.

Sincerely,



Susan Witonis
Chair of Board of Commissioners

Sincerely,



James H. Gailey
County Manager

From: "Charisse Keach" <charisse.keach@raymondmaine.org>
To: "Sue Look" <Sue.Look@raymondmaine.org>
Date: 03/02/2022 01:56 PM
Subject: Fwd: Re: Change in fiscal year

For the March 8th BOS meeting.

From: Jim Gailey <gailey@cumberlandcounty.org>
To: Charisse Keach <charisse.keach@raymondmaine.org>, Alex Kimball <akimball@cumberlandcounty.org>
Date: Tue, 1 Mar 2022 16:05:16 -0500
Subject: Re: Change in fiscal year

Charisse,

The Commissioners voted to allow up to a 5-year proration of the initial 6 months (Jan - June 2023) and waved the interest. Please note: Interest will still be assessed if the Warrant payment is not received by October 31st of a given year, as is the case currently.

Jim

James H. Gailey
County Manager
Cumberland County
142 Federal Street
Portland, Maine 04101
207-699-1904
gailey@cumberlandcounty.org
[@countygovguy](https://www.facebook.com/jimgailey)

On Tue, Mar 1, 2022 at 4:03 PM Charisse Keach <charisse.keach@raymondmaine.org> wrote:

Hi Jim,

Just following up on this as we were looking to place it on the March 8 Selectmen's agenda.

Thank you,
Charisse

From: Jim Gailey <gailey@cumberlandcounty.org>
To: Charisse Keach <charisse.keach@raymondmaine.org>
Cc: "akimball@cumberlandcounty.org" <akimball@cumberlandcounty.org>, Don Willard <don.willard@raymondmaine.org>
Date: Thu, 10 Feb 2022 16:07:28 -0500
Subject: Re: Change in fiscal year

Charisse,

We will have something in writing next week for you concerning no interest.

Jim

Maine
Cumberland **County**
POSITION PAPER FOR AGENDA ITEM

TO:	Cumberland County Commissioners
FROM:	James H. Gailey, County Manager
DATE:	February 15, 2022
SUBJECT:	Approval of Terms

Requested Action:

Approval of terms for towns during the County's transition of its budget year.

Background & Purpose of Request:

In December of 2021, the Commissioners directed staff to once again move forward on the County's desires of changing from a January to December to July to June budget year. Letters were sent out to towns in early January announcing the change come July 1, 2023.

This transition year will have a six month budget from January to June 2023. The first fiscal year budget will start July 1, 2023. There is a need to capture the budgeted amount from January to June within the new budget year.

Staff proposes towns have upwards of five years to pay-off the six month budget. Additionally, since the County has already budgeted the interest for the Tax Anticipation Note, staff would propose the five-year proration be interest free. The Commissioners in the past have agreed to these terms, staff would like to get re-assurance this is still the case.

To date, we have heard from some towns they will be paying all of the six month payment in its first year, while others have opted for multiple years to pay.

Funding Amount and Source:

N/A

Attachments: (Please list out any Attachments you're including):

Motion: Approve the terms of up to a five-year repayment and interest free during the transition of the County's budget year.

Result: On this date _____, the Cumberland County Board of Commissioners, by vote of _____, _____ the above request.

12.2021

Election Clerks 2-year Appointments



*Board of Selectmen
401 Webbs Mills Road
Raymond, Maine 04071*

Appointment by Municipal Officers of Election Clerks

Pursuant to M.R.S.A. 21-A §503, the undersigned municipal officers of the Town of Raymond do hereby vote to appoint and confirm the following registered voters as Election Clerks for the next 2 years, expiring April 30, 2024:

Party	First Name	Surname	Residence
D	Susan	Accardi	129 Deep Cove Rd
D	Col. Robert	Akins	82 Myron Hall Rd
D	Rachel A.	Akins	82 Myron Hall Rd
D	Cynthia	Bagley	246 Raymond Hill Rd
D	Linda	Bair	29 Al Rd
D	Janice	Bancroft	244 Meadow Rd
U	Abel	Bates	1 Cape Rd
D	Jessica	Bates	3 Cape Rd
G	Taryn	Bianchin	13 Chickadee Ln
U	Helena	Blanchard	48 Valley Rd
D	Mark	Chamberlin	30 Andersen Rd
U	Marie	Connolly	10 Chickadee Ln
D	Sandra	Crowell	352 Raymond Hill Rd
R	Sarah	Davis	85 Tenny Hill Rd
D	Dakotah	Dugan	25 Conesca Rd
R	Franklin	Emery	15 Deer Pond Rd
R	Greg	Foster	29 Ledge Hill Rd
D	Frank	Fowles	8 Kristin Ln
R	Diana	Froisland	101 Daggett Dr
D	Deborah	Gideon	179 Raymond Hill Rd
R	Anita	Holmquist	41 Meadow Rd
U	Jane	Hubbell	5 Kristin Ln
D	Ellen	Huber	19 Pulpit Rock Rd
D	Sharon	Jorgensen	10 Levy Ln Apt 106
D	Grace	Kurtz	9 Lynn Ct
D	Elisabeth	Lachance	20 Long Dr
U	Susan	Lawler	19 Medawisla Ln
D	Amanda	Leavitt	14 Leavitt Rd
R	Deanna	Lee	91 Raymond Hill Rd
R	Louise	Lester	10 Hartley Ln
D	Susan	Lowberg	9 Elizabeth Ave
R	Llewellyn	McGouldrick	33 Patricia Ave
R	Mary An	McGouldrick	33 Patricia Ave
R	Carol	Meader	24 Sloanes Cove Rd
D	Cynthia	Merriman	4 Vogel Rd
D	Irene	Morris	6 Kings Grant
D	Martha	Morrison	718 Webbs Mills Rd
D	Christopher	Mulvihill	63 Gore Rd
R	Anne-Marie	Murch	2 Canal Rd
R	David	Murch	2 Canal Rd

Party	First Name	Surname	Residence
D	Elizabeth	O'Donal	93 Pipeline Rd
D	Barbara	O'Neill	67 Spring Valley Rd
D	Robert	O'Neill	67 Spring Valley Rd
R	Elizabeth	Otley	15 Jordan Ln
U	Alice	Richards	15 Oakledge Rd
D	Bruce	Small	15 Zephyr Rd
D	Gail	Small	15 Zephyr Rd
U	Amy	Soucy	48 Valley Rd
U	Linda	Stearns	14 Fisherman's Ln
U	Sylvia	Sullivan	55 Stark Cove Rd
D	Linda	Taylor	46 Clearwater Dr
R	Kim	Tees	42 Blueberry Point Rd
U	Penelope	Thompson	24 Inlet Point Rd
R	Richard	Tibbals	247 Raymond Hill Rd
G	Elisa	Trepanier	5 Salmon Rd
R	Sandra	Tuttle	24 Heidi Way
R	Laurie	Tyler	25 Rusty Rd
D	Laurie	Wallace	36 Pulpit Rock Rd
U	Lauris	Waterhouse	234 Meadow Rd
U	Maureen	Waterhouse	234 Meadow Rd
G	Beth	Wood	32 Hawthorne Rd

Given under our hands on the 8th day of March, 2022.

Teresa Sadak, Chairman

Rolf Olsen, Vice Chairman

Joseph Bruno, Parliamentarian

Lawrence A Taylor

Samuel Gifford