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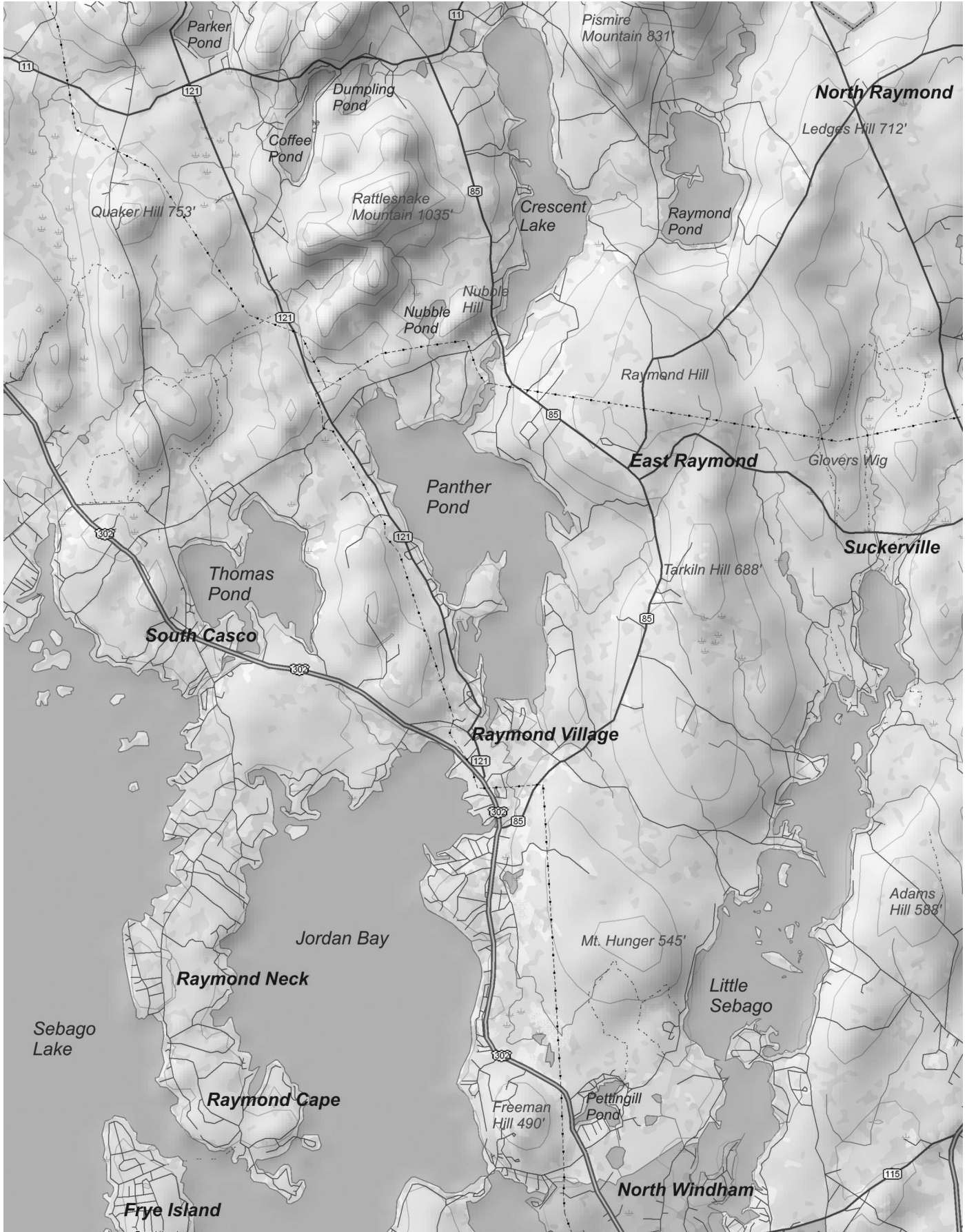
# 2020 Annual Report Raymond, Maine



*Tassel Top Park - Photo courtesy of Cynthia Davenport*



# Raymond, Maine 04071



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Welcome

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# Annual Report of the Town Officers Raymond, Maine

For the fiscal year ending June 30, 2019



*Photo courtesy of Cynthia Davenport*

***NOTE: The Town Report is available online at [www.raymondmaine.org](http://www.raymondmaine.org) where you can view all pictures in color. All Board, Committee, and Staff reports are now only online.***

***Non-credited wildlife and "around Raymond" photos are all by courtesy of Cynthia Davenport.***

## TOWN OF RAYMOND

Founded by Joseph Dingley and Dominicus Jordan in 1770

Incorporated June 21, 1803

Town Website: [www.raymondmaine.org](http://www.raymondmaine.org)

### Town Office Hours

Saturday & Sunday.....Closed  
Monday.....Closed  
Tuesday.....8:30 am to 7:00 pm  
Wednesday.....8:30 am to 4:00 pm  
Thursday.....8:30 am to 4:00 pm  
Friday.....8:30 am to 4:00 pm

### Bulky Waste Disposal Alternatives

Lake Region Bulky Waste Facility..... 627-7585  
Mid-Maine Waste Action Corporation (MMWAC)..... 783-8805  
Riverside Recycling Center ..... 797-6200

### Important Telephone Numbers

**If you don't get immediate service, please leave your name and number and we will return your call.**

Town Manager ..... 655-4742 ext 133  
Town Office – Clerk, Tax Collector, Treasurer..... 655-4742 ext 124  
Code Enforcement Office..... 655-4742 ext 161 & 142  
Assessors Office ..... 655-4742 ext 133 & 151  
Public Safety Building ..... 655-1187  
Public Works Director ..... 653-3641  
Jordan-Small Middle School ..... 655-4743  
Raymond Elementary School ..... 655-8672  
RSU #14 Superintendent's Office ..... 892-1800  
Cumberland County Sheriff's Department ..... 774-1444  
Cumberland County Dispatch (non-emergency) ..... 1-800-501-1111  
Animal Control Issues..... 1-800-501-1111  
EMERGENCY: FIRE/RESCUE/POLICE ..... 911

### Important Dates to Remember for 2020-2021

July 1	Fiscal Year begins
July 14	State Primary & Referendum, Municipal Officers & Town Warrant, and RSU #14 Elections
October 15	Begin to issue Dog Licenses
October 31	First half tax payment due
November 3	Presidential, State & Referendum Election Day
December 31	Dog License renewal deadline IF & W Licenses expire Boat Registrations expire
April 1, 2021	All property, both real and personal, is assessed to the owner of record as of April 1. Owners must bring in a list of property to the Assessors to be able to make claims for abatement.
April 21	Abatement Application deadline 3:00 pm
April 30	Second half tax payment due
June 1, 6:00 pm	Town Meeting (tentative)
June 8	Municipal Elections (tentative)

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**MAINE MODERATOR'S MANUAL  
RULES OF PROCEDURE  
(Revised 2005)**

TYPE MOTION	SECOND REQUIRED	DEBATABLE	AMENDABLE	VOTE REQUIRED	RECONSID- ERABLE	RANK/NOTES
<b>PRIVILEGED</b>						
Adourn (sine die)	Y	N	N	M	N	1
Recess or Adjourn to Time Certain	Y	Y	Y	M	N	2
<b>SUBSIDIARY</b>						
Previous Question	Y	N	N	2/3	N	3
Limit Debate	Y	N	Y	2/3	Y	4
Postpone to Time Certain	Y	Y	Y	M	Y	5
Amend	Y	Y	Y	M	Y	6
<b>INCIDENTAL</b>						
Appeal	Y	Y	N	M	Y	A, B, D
Fix the Method of Voting	Y	N	N	M	N	B
Withdraw a Motion	N	N	N	M	See Notes	B, C, D
<b>MAIN</b>						
Main Motion	Y	Y	Y	M	Y	
Reconsider	Y	See Notes	N	M	N	A, D, E
Take up Out of Order	Y	Y	N	2/3	N	

Y – Yes, this action is required or permitted

N – No, this action cannot be taken or is unnecessary

M – Majority vote required

A – This motion may be made when another motion has the floor

B – Same rank as motion out of which it arises

C – Only a prevailing negative vote on this motion may be reconsidered

D – This motion has the same rank, and is debatable to the same extent, as the motion being reconsidered

E – Only a person who voted on the prevailing si de may make this motion

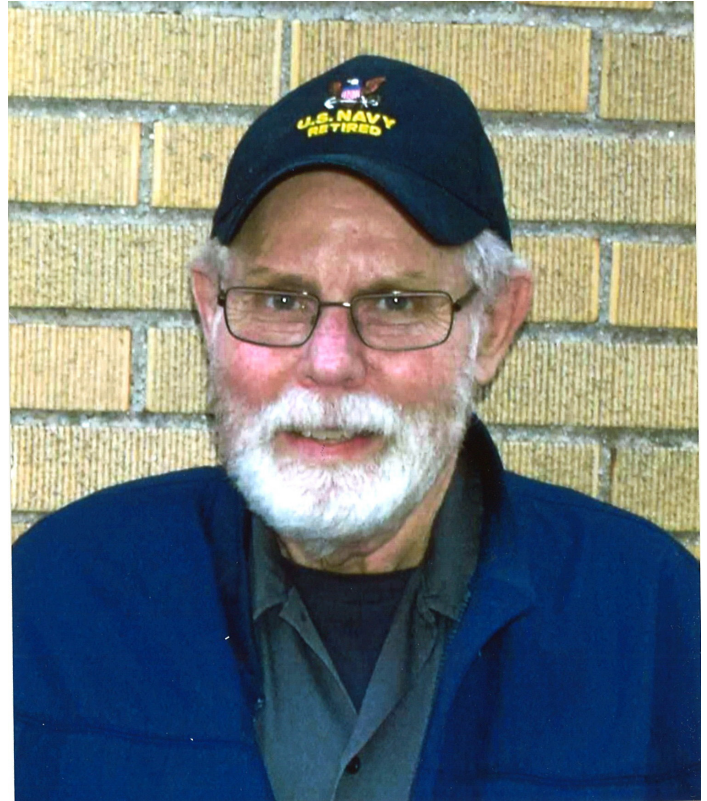
None of the motions in the table should interrupt a speaker

This table does not include the statutory procedure for challenge (to question a vote), mentioned in the “Notes for Voters” and discussed in the *Maine Moderator's Manual*.

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## Dedication - Glen Gisel

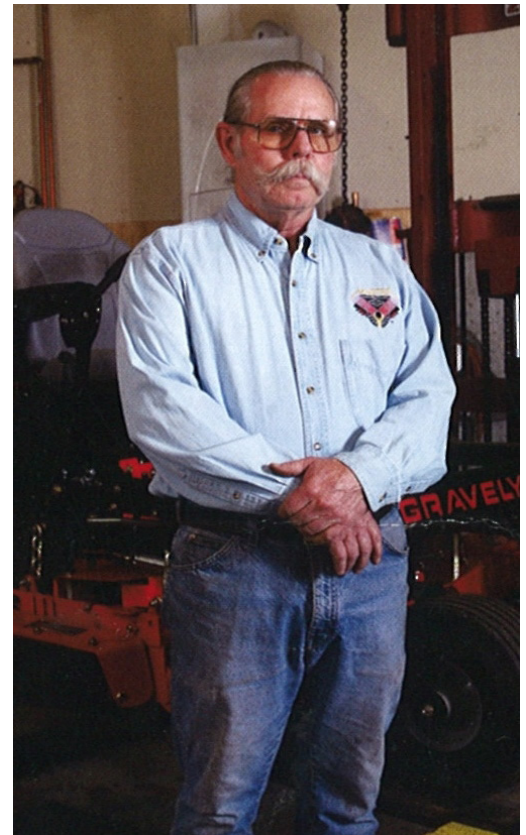
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Glen served 22 years in the US Navy all over the US and Europe, more than 20 years with Raymond Rescue (11 of which were as Rescue Captain), and many years with the Boy Scouts.

One of Glen's passions was his involvement in the Boy Scouts and regularly brought his Brunswick troop to Camp Hinds in Raymond. As word of his nearing retirement from the service spread to the Camp in the late 1980's, he was offered the position of Camp Ranger for Camp Hinds as his first civilian job. He and his family lived at Camp Hinds for 10 years before purchasing a home on Main St. in Raymond.

Glen also worked as a Raymond school bus driver and he was a member of the American Legion. For the last 20 plus years, Glen has owned and operated Downeast Sharpening and Small Engine Repair, volunteering to service countless Raymond Rescue's small engine needs. Glen was passionate about ham radio, a hobby passed down to him by his father.



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## Boston Post Cane Recipient - Teresa "Tess" Ingraham

Teresa "Tess" Ingraham started vacationing here in Raymond as a child after her family bought a farm on Webbs Mills Rd in 1926. She kept Maine and Raymond close to her heart and 36 years ago, after what she calls her husband's second retirement, she was finally able to call Raymond home.

Tess is now 99 years young. She is also Raymond's oldest citizen and on January 30<sup>th</sup>, Rolf Olson, Select Board Chair, presented Tess with the Boston Cane. "I wasn't sure how to take it. But it is a nice distinction to be the oldest person in Raymond," Tess said before receiving the cane.

Tess is very active, has many social engagements and says that she loves her life. As we spoke it was very clear that Tess is proud of the fact that she is in good health, still lives at home and continues to drive. She has been an involved member of the community, volunteering at the library for the first 20 years after she moved here and then volunteering in the giftshop at Mercy hospital. Tess retired from Mercy at the age of 95!



*Story and Photos by Kaela Gonzalez*



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## Spirit of America Award - Richard and Cleo Sanborn

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The 2020 Spirit of America Foundation Award for the Town of Raymond, Maine is hereby awarded to Richard and Cleo Sanborn. We bestow this honor to Mr. & Mrs. Sanborn for their continued and selfless service to the members of our community.

Mr. & Mrs. Sanborn have been stalwart members of this community for many years. A family of many talents, they have demonstrated a variety of skills in the farming, home making, animal husbandry, and earthwork fields. In addition to their daily labors, they have a strong sense of civic responsibility and have served on several town committees. Very few individuals have the depth of neighborhood history that the Sanborn's possess.

The Sanborn's are deeply rooted in family values and a lifetime of helping others in need. They have always displayed a positive approach and a sense of humor even when managing personal hardships. It is these qualities of faith, family, and community that makes The Town of Raymond proud to recommend Richard and Cleo Sanborn as the 2020 Spirit of America award nominees from Raymond.

Therefore, be it resolved that The Town of Raymond, Maine honors these two citizens with the Spirit of America award presented on June 2, 2020.

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## 2020 Scholarships

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*Mya Bolk*  
*Lindsey MacDonald*  
*Kent Andrew Raymond*  
*Neily Raymond*  
*Riley Elaine Silvia*  
*Chelsea Welch*  
*Holden B Willard*  
*Witney Lorraine Wilson*



The scholarships are provided by the following funds:

Alva M. Clough Scholarship

Alva Clough was a teacher and resident in Raymond for forty years. Her interest in the education of Raymond's youth was characterized by her dedication and love for her pupils.

Carleton E. Edwards Scholarship Trust Fund

Carleton E. Edwards was a Selectmen for the Town of Raymond for over 50 years, had 6 terms in the State Legislature, as well as being a life-long resident and dairy farmer. The town officials, through donations of many interested citizens and his family, formed this scholarship fund in his memory recognizing his interest in the education of the youth of Raymond. The annual scholarship is to be given to one student with outstanding credentials and needs, and should be enrolled in a four-year college course.

Collins-Day Scholarship

Ruth Day and Anna Collins took an active interest in the youth of Raymond. To perpetuate their ideals of character and scholarship excellence, they left a fund for annual awards to a Raymond resident, graduating from secondary school, who exemplified scholarship and character of the highest order and who wished to continue his or her education in college or technical school.

George E. Wood Memorial Scholarship

The scholarship fund was raised by the many admirers of the late George Wood, who was a well-known selectman, teacher, football coach and musician. As a teacher and coach at the Providence Country Day School, where he taught a major part of his life, he influenced the lives of hundreds of boys. When he retired he moved to his summer home in Raymond and took an active part in the community life. This scholarship is to be awarded to a Raymond student who, having shown interest and ability in mathematics, intends to continue studies in college or in a technical or vocational school.

If you would like to contribute to any of the Raymond Scholarship funds, please contact Cathy Ricker, Finance Director, at the Town Office: (207) 655-4742, Extension 132.

# Delinquent Real Estate Taxes

TAX BALANCES AS OF JUNE 30, 2019

(\*INDICATES PAYMENT AFTER THAT DATE AND PROIR TO SEPTEMBER 30,2019)

## REAL ESTATE TAXES

NAME	ACCT	18/19	*	17/18	*	PRIOR	*
1270 ROOSEVELT TRAIL PROP LLC	2984	\$6.48	*				
1270 ROOSEVELT TRAIL PROP LLC	2985	\$12.28	*				
27 SHORE ROAD LLC	3809	\$1,452.12	*				
41 SUNSET CHIMNEYS LLC	3610	\$17,769.75					
AKELEY LEE B	1937	\$740.08					
ANDREWS WALTER	3232	\$1,961.82	*				
ARNO PROPERTY REVOCABLE LIVING	233	\$4,320.54	*				
BARTLETT GEORGE H	3833	\$1,670.89	*				
BBW LLC PERSON IN POSSESSION	3425	\$1,693.44		\$1,783.59		\$5,023.82	
BENCHMARK HOMES	166	\$729.54					
BISSON DAVID M	899	\$3,558.98	*				
BOUCHARD BRIAN P	1806	\$4.40					
BOULLIE ERWIN C	356	\$1,438.92		\$1,525.96			
BOYLE JAMES	2469	\$3,293.64	*	\$0.62	*		
BRASSLOW PATRICIA F	3071	\$374.18	*				
BROWN JEFFREY S	1900	\$1,132.11	*				
BRUM WHITNEY A	296	\$2,935.80					
BRUNS ELLEN LOUISE	2398	\$1,275.75	*				
BURKE KEVIN P	3659	\$12.27	*				
BURNA CHRISTINE B	2671	\$1,321.74		\$1,403.00			
BURNELL JONATHAN N	3176	\$2,732.94	*				
BUXTON MARK A	964	\$642.29	*				
CHAPMAN BRUCE S	3081	\$18.88					
CHAPMAN WILLIAM	1621					\$2,559.79	
CHARETTE JOYCE	3844	\$646.38		\$391.10			
CHAYER PHILLIP E	2165	\$100.00	*				
CHUTE DEBORAH	1575	\$740.88		\$819.38			
CLARKE KATHLEEN MARIE	3817	\$50.73					
COBB PAUL D	2334	\$1.11	*				
COFFIN PAUL	3535	\$180.81	*				
COLE DENNIS J	1151	\$745.29					
COLE PATRICIA	1171	\$103.32					
COLIN CHRISTIE	574	\$1,062.18					
COMBS SUSAN L	2037	\$11,820.06	*				
CONLEY ROBERT N PERSON IN	1310	\$1,549.80		\$1,638.20		\$7,788.58	
COX JEFFREY PERSON IN	3092	\$5,971.14		\$6,113.60		\$14,101.15	
CRAWFORD KAREN L	1205	\$1,221.57	*				
CROCKETT STEPHEN & DONALD	1269	\$847.52	*				
CUNNINGHAM RICHARD C,PARTY IN	840	\$2,063.88		\$1,903.48			
CURTIS FRANK P II PERSON IN	1273	\$3,224.34		\$3,333.22		\$1,751.97	
DANIE VERONICA L	2609	\$1,930.32		\$2,023.37		\$73.12	
DAVIS TIMOTHY W	2074	\$2,396.52		\$81.71			
DAVISON JUDITH	2839	\$6.70					

TAX BALANCES AS OF JUNE 30, 2019

(\*INDICATES PAYMENT AFTER THAT DATE AND PROIR TO SEPTEMBER 30,2019)

**REAL ESTATE TAXES**

NAME	ACCT	18/19	*	17/18	*	PRIOR	*
DEEP COVE SHORES REALTY TRUST	3230	\$216.72	*				
DEEP COVE SHORES REALTY TRUST	3231	\$737.10	*				
DEEP COVE SHORES REALTY TRUST	3239	\$7,125.30	*				
DELAN HARRY M	585	\$596.61	*				
DEWACHTER JAMES E	1881	\$325.08	*				
DIMITRY DANIEL P	2977	\$366.09	*				
DIPIETRO STEVEN	3198	\$3,394.44		\$3,505.39			
DIPRIZIO FAMILY IRREVOCABLE TRUST	3514	\$18.08	*				
DIPRIZIO FAMILY IRREVOCABLE TRUST	3536	\$8.98	*				
DOBSON KATHLEEN J	3113	\$1,646.19	*				
DOLLOFF C RICHARD	575	\$1,235.43					
DREW COLLEEN ODUM	343	\$745.92		\$824.48		\$369.93	
DREW FRANKLIN D SR	347	\$223.02	*				
DUBREUIL TANYA	2858	\$100.20	*				
DUDLEY SHAUN R	627	\$286.65	*				
ELDRIDGE LINDA M	3072	\$2,480.94	*				
FARLEY JEANICE M	664	\$309.33	*				
FINOCHETTI JOHN V	2991	\$1,542.87	*				
FIRST MOORHEAD FAMILY REVOC TRUST	3636	\$5.47	*				
FLAHIVE LINDA C	3378	\$254.28	*				
FLOYD JAMES E	603	\$2,556.54		\$2,657.25		\$5,975.63	
FURLONG WILLIAM H	1605	\$2,086.56		\$2,178.97		\$1,192.73	
GARDNER RANDY JAMES	687	\$577.08		\$43.84			
GIDEON DEBORAH	1100	\$49.14					
GIFFORD CHARLES H HEIRS	2328	\$35.28	*	\$105.15	*		
GIFFORD MARK	2321	\$1.43	*				
GILLIES JENNIFER L	1812	\$131.81	*				
GODWIN PAUL R	1136	\$2,967.30		\$861.11			
GOERGEN VALERIE A	3657	\$317.52		\$390.84			
GOLDING MARK E	3070	\$967.05	*				
GOLDSTEIN RUSSELL M	3615	\$19.46	*				
GORDON MICHELLE A	1911	\$1,309.43	*				
GRAF DANIEL & JANET GRAF	3383	\$2,487.99	*				
GRENADIER FAMILY PARTNERSHIP	17	\$502.11	*				
GUIMONT BRIAN	3711	\$1,057.14		\$1,139.50			
GUIMONT BRIAN J	3710	\$2,119.32		\$1,730.03			
GWENDOLYN ACQUISITIONS LLC	71	\$695.52		\$773.46		\$911.03	
HALL TIM W	1079	\$597.24		\$673.98		\$351.00	
HANN KENNETH W	1579	\$1,450.26	*				
HANSON EDWARDN	1347	\$5.70	*				
HANSON ROBERT TRUST	3166	\$3,736.04	*				
HARTLEY WILLIAM	2714	\$1,308.51	*				
HAYWARD JUSTIN L	704	\$1,004.22					

## TAX BALANCES AS OF JUNE 30, 2019

(\*INDICATES PAYMENT AFTER THAT DATE AND PROIR TO SEPTEMBER 30,2019)

**REAL ESTATE TAXES**

NAME	ACCT	18/19	*	17/18	*	PRIOR	*
HILL DAVID GARDNER	3106	\$1,447.74					
HURD BETH-ANN	1334	\$288.01	*				
IRVIN LINDA K	2418	\$2,611.98		\$140.76	*		
JOHNSON BRUCE L	3698	\$257.67	*				
JOHNSON BRUCE L	3719	\$596.33	*				
JORDAN BAY PROPERTIES	2558	\$3,321.36	*				
JORDAN BAY PROPERTIES INC	2582	\$2,251.62	*				
JORDAN RICHARD D	2861	\$1,319.56	*				
JTM PROPERTIES LLC	3110	\$3,733.38					
KARANTZA STEPHEN	2841	\$149.12	*				
KELLEY RAYMOND K	3673	\$4.12	*				
KENDALL PENELOPE A	1354	\$1,640.52	*				
KESSLER-SMITH MARY ANN	3568	\$3.02					
KEY WESY NORTH LLC	3374	\$3.48					
KING DAVID C	1129	\$3,210.03					
KING ROBERT C	478	\$1,526.33					
KNIGHT CHARLES B JR	968	\$214.33	*				
KOONTZ ROGER	2138	\$542.43	*				
KPKV REALTY TRUST	2095	\$1,341.78	*				
KRAUTER MARTIN	734	\$1,514.56					
LAM NOMINEE TRUST	3309	\$5,256.72	*				
LEAVITT CHARLES W III	827	\$618.66	*				
LEWIS ASHLEY II	3847	\$1,269.45					
LEWIS BONNIE L	94	\$10,869.07					
LIPTON MCKENNA CATHERINE	1674	\$3,073.14		\$3,180.16		\$1,517.40	
LONG JOYCE LOCKWOOD	760	\$3,040.38	*				
LORING HAROLD G	362	\$356.33					
LOVELL FAMILY LLC	3470	\$4,320.32	*				
LOWELL CRAIG PERSONAL REP	3428	\$2,805.99	*				
MACBRIDE NANCY K	2528	\$1,019.01	*				
MACPHERSON ANDREW	311	\$54.76	*				
MANNING MICHAEL S	635	\$549.10	*				
MARCH BROOKMAN P	1858	\$1,241.10	*				
MARIAN REALTY TRUST	2394	\$1,809.36	*				
MARIER PIERRE M	825	\$1,827.00		\$1,727.03			
MARKARIAN MICHAEL J	1693	\$174.63	*				
MARSTON JARED J PERSON IN	1695	\$2,176.02		\$2,272.07		\$7,771.36	
MARTIN GLENN C	3783	\$231.84					
MASH NANCY L	3749	\$2,547.72		\$48.69	*		
MASON SEAN P	2552	\$1,770.30		\$1,406.75			
MCCARTHY CHRISTINA Q	2481	\$1,244.25	*				
MCCAUELY KAREN J	133	\$1,020.60	*				
MCKINLEY DYLAN	1066	\$1,179.99					

TAX BALANCES AS OF JUNE 30, 2019

(\*INDICATES PAYMENT AFTER THAT DATE AND PROIR TO SEPTEMBER 30,2019)

**REAL ESTATE TAXES**

NAME	ACCT	18/19	*	17/18	*	PRIOR	*
MESERVE NORMA J	1722	\$610.71					
MESERVE ROBERTA	1724	\$1,452.05					
MEYER MICHAEL A	83	\$4,662.63	*				
MEYER MICHAEL A	143	\$5,605.74	*				
MEYER REALTY INVESTMENTS, INC.	3021	\$7,462.98	*				
MEYERS MARY M KNIGHT	965	\$1,055.88	*				
MILLER SCOTT R	895	\$3,516.66	*				
MITCHELL ROBERT	147	\$3,798.58	*				
MORRISON JOHN M	3222	\$3,798.05	*				
MURRAY MARTHA PERSON IN	2929	\$1,491.84		\$1,579.52		\$1,220.13	
MURRAY ROBERT F	3785	\$632.52		\$709.70		\$201.29	
NORELLI ALLEN	1928	\$1,307.88	*				
OLEARY SEAN P	3084	\$1,382.98	*				
PARKER JANE E	1838	\$412.02	*				
PAYNE ROBERT A JR	1576	\$981.54	*				
PEDICORD GARY A	3726	\$137.89	*				
PETTIS TIMOTHY	1031	\$741.51	*				
PHOENIX PROPERTY INVESTMENTS LLC	2431	\$1,598.94		\$739.73			
PIERPONT RICHARD R JR	2687	\$806.62	*				
PLUMMER ALTON S	1342	\$625.63					
PLUMMER DANIEL R PERSON IN	2576	\$506.52		\$210.17			
PLUMMER RALPH A	335	\$278.46					
POTVIN DIANE G	197	\$564.48	*				
POTVIN DIANE G	198	\$598.50	*				
POWELL ANDREA D	2444	\$2,571.66		\$2,672.55			
PROCTOR JEFFREY L	1528	\$1,242.36		\$1,326.99		\$2,578.42	
PROUT JOSEPH W JR	1792	\$1,022.49					
R2R LLC PARTY IN POSSESSION	3424	\$684.18		\$761.98		\$532.58	
RAYMOND KENDRA W	3578	\$2,780.81	*				
RICHARDSON ARTHUR W	537	\$69.38	*				
RIDEOUT LAWRENCE M	1512	\$992.88		\$1,074.46			
RINALDI ANTHONY MICHAEL	61	\$714.42		\$647.38			
RINALDI ANTHONY MICHAEL	3821	\$694.26		\$484.93			
ROBBINS ELAINE	1716	\$1,672.02	*				
ROBERGE STELLA E	77	\$1,251.18	*				
ROBINSON ANN	977	\$704.34					
ROBINSON ANN	998	\$2.13	*				
RUSSELL RICHARD & LAROSE WENDY	3278	\$26.42	*				
SANBORN PRISCILLA H TRUSTEE	1776	\$1,021.23	*				
SCHAFFER JULIE	632	\$2,215.08	*				
SCHERMERHORN ROBERT M	3700	\$2,702.70		\$2,805.20			
SCHERMERHORN ROBERT M	3718	\$278.46		\$351.31			
SCHWARTZ FREDERIC N	3191	\$148.48	*				

TAX BALANCES AS OF JUNE 30, 2019

(\*INDICATES PAYMENT AFTER THAT DATE AND PROIR TO SEPTEMBER 30,2019)

**REAL ESTATE TAXES**

NAME	ACCT	18/19	*	17/18	*	PRIOR	*
SCRIPTURE GERALD	1133	\$1,428.24					
SHAW-WARREN LLC	2696	\$20.35	*				
SMALL ESTHER	2738	\$239.40					
SMALL JENNIFER M	967	\$417.87					
SORENSEN WALTER F JR	2750	\$3,434.76		\$3,546.20			
SOUTHWORTH JENNIFER J	3373	\$3.81					
ST PETER DARREN K	267	\$5,328.54	*				
STANLEY SUSAN	1309	\$1,655.64		\$1,745.33		\$357.21	
STETSON LEAH	1847	\$2,433.06					
STEVENS CARL	3565	\$4,782.96	*				
SULLIVAN ROBERT R	2440	\$946.26					
TANGUAY SHAWN C	2384	\$340.20	*				
TETREULT LEO G	3532	\$5.99	*				
THOMPSON DAVID L PERSON IN	1383	\$483.85	*				
THORNE SIDNEY A JR PERSON IN	1401	\$5,138.28		\$5,270.56		\$14,805.63	
THORNE SIDNEY A JR PERSON IN	3074	\$771.12		\$849.99		\$2,825.26	
TRUSTEES OF ROBERT HANSON	3169	\$170.12	*				
TWIN PINES ROAD LLC	3848	\$523.53					
VARNEY RANDI-LYNN	887	\$3,502.80		\$3,615.07	*		
VESTPROP INC	3098	\$721.98	*				
VOZELLA CAROLINE L & STEPHEN	838	\$437.22					
VOZELLA STEPHEN J TRUSTEE	471	\$1,551.06					
VOZELLA STEPHEN J TRUSTEE	839	\$437.22					
VOZELLA STEPHEN J TRUSTEE	846	\$1,803.06					
VRAUX KATHLEEN	928	\$1,613.43	*				
WALLACE FAMILY LAND TRUST	3704	\$1,151.99	*				
WALLACE FAMILY LAND TRUST	3715	\$488.98	*				
WARNER SANDRA NOYES & RAYMOND	3579	\$153.17	*				
WARREN DAVID E & SANDRA J TRUSTEE	206	\$1.84					
WARREN DAVID E & SANDRA J TRUSTEE	207	\$4.34					
WEEKS RUTH M	2127	\$2,852.64		\$2,956.97		\$3,107.11	
WHING LLC	1130	\$1,124.97					
WILLIAMSON JOHN J	1979	\$2,657.34		\$2,759.28			
WILLIS ADMA JANE	3401	\$502.60	*				
WILLSON MARY STENGER	1882	\$340.20	*				
WILLSON JEREMY R	1631	\$715.68	*				
WOODMAN BARBARA MOSER	308	\$834.75					
WRIGHT PROPERTIES LLC	2434	\$111.51					
ZADE BARBARA J	3277	\$1.22	*				
ZIMMERMAN ROGER S	1325	\$387.90	*				
ZIMMERMAN ROGER S	1359	\$ 1.33	*				

\$ 320,142.15

\$ 78,784.01

\$ 75,015.14

# Delinquent Personal Property Taxes

TAX BALANCES AS OF JUNE 30, 2019

(\* INDICATES PAYMENT AFTER THAT DATE AND PRIOR TO SEPTEMBER 30, 2019)

## PERSONAL PROPERTY TAXES

NAME	ACCT	18/19	*	17/18	*	PRIOR	*
AMIRAULT RUSS & BETTE	7	\$2.57					
AT&T MOBILITY LLC	10	\$284.07					
CAVANAUGH PATRICK & CHERYL	26	\$71.82	*	\$70.11	*	\$710.05	*
CLAY RUN STUDIO ARTS	203			\$30.75			
CLYDE BAILEY DROP IN CENTER	204	\$31.50	*	\$1.15	*		
COLARUSSO WILLIAM & KELLY	30	\$73.08		\$71.34		\$399.62	
COLBY JANICE	31	\$107.10		\$119.31		\$234.24	
COLE DANNY & BECKY	32					\$140.79	
COMER WOODS ANNE & SCOUT	34	\$153.72		\$78.75			
CREATIVE KIDS DAYCARE	205	\$31.50	*	\$0.82	*		
DIMITRY DANIEL & DEBRA	46	\$57.32	*				
FISHERMANS CATCH	61	\$99.54		\$97.17		\$713.42	
FORTIN TIM & MINDY	209	\$90.72		\$1.31			
GILLESPIE JAMES	73	\$90.72		\$88.56		\$704.66	
HAMILTON GEORGE	82			\$78.72		\$405.11	
JOHNSON FLOYD	237	\$93.24					
JORDAN BAY DOG DAYCARE	219	\$31.50					
JOY DEANNA	89					\$682.09	
KEN CLARK	94	\$61.74		\$60.27			
LUXTON SCOTT & STATIE	114	\$112.14					
MERRILL GARY & ROBIN	114			109.47		229.66	
MILLER FLOORING	115	\$105.84	*	\$116.85	*	\$435.95	*
MOORE MURIEL	117	\$1.43					
POULIN MIKE & MELISSA	89	\$131.04	*	\$127.92	*		
PRIME CUT MEATS	133	\$18.90					
ROBERT MARK & LORI	228	\$66.78					
ROSADO ORLANDO	144	\$48.51					
SARNA RACHAEL	151	\$66.15	*				
STOVER MIKE	157					\$2,054.74	
STRUMPH MARY JANE	158	\$1.24					
THE HEALING TREE	233	\$31.50		30.75			
VANDEVENTER ELEANOR & JEFF	172	\$1.27	*				
VERRILL JEFF& SUE	174	\$66.29	*				
WEIR STEVE & SHERRIE	237			91.02			
WELLINGTON AMY	179			88.56		82.28	
<b>Total</b>		<b>\$1,931.23</b>		<b>\$1,262.83</b>		<b>\$6,792.61</b>	



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# Town Meeting Changes due to COVID-19

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*Don Willard*  
Town Manager

401 Webbs Mills Road  
Raymond, Maine 04071

207.655.4742 x133

June 16, 2020

Dear Citizens of Raymond,

As you are well aware most processes and activities have had to change due to the current COVID-19 pandemic. The Annual Town Meeting is no exception.

Since we are not able to have gatherings of more than 50 people, Annual Town Meeting will not be able to be held as an "open" Town Meeting – where motions are made on each article from the floor and citizens are allowed to discuss and ask questions before the vote. Instead, due to changes that the Governor decreed allowable during the pandemic, the articles of the Annual Town Meeting Warrant will be voted via secret ballot on July 14, 2020, in the same manner as the election of municipal officials. There were several budget workshops, meetings, and a public hearing in February, March, and May where the public was invited to have input.

By necessity the details for some of the warrant articles could not be printed on the ballot and there is an addendum to these articles that is printed in the Annual Town Warrant Book and will be available online, at the Town Office upon request, and at the polls on Election Day.

While we know that this is not the way we normally conduct business, it is the only way we could consider the proposed changes, especially to the ordinances (some of which are necessary to comply with changes at the State level). Once we get past the pandemic and see what the "new normal" will be, we are hopeful that we will be able to go back to holding open Town Meeting.

Thank you for your understanding during this difficult and often confusing time. Please let me know if you have any questions.

Sincerely yours,

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

Don Willard, Town Manager

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# Annual Town Meeting Warrant

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**Town of Raymond**  
July 14, 2020  
**ANNUAL TOWN MEETING WARRANT**

TO: Nathan White, a constable of the Town of Raymond, in the County of Cumberland and State of Maine.

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Raymond, qualified by law to vote in Town affairs, to assemble in the Jordan-Small Middle School Gymnasium of said town on Tuesday, the 14<sup>th</sup> day of July, A.D. 2020 at seven (7:00) o'clock in the forenoon, then and there to act on the articles listed below.

The polls will open as soon as Article 1 has been acted upon and will remain open to vote on Articles 2 through 34 until eight (8:00) o'clock in the evening.

The Registrar hereby gives notice that the Town Clerk's Office will be open for the purpose of registering voters and correcting the list of voters on Friday, July 2, 2020 from 8:30 a.m. to 4:00 p.m.; Tuesday, July 7, 2020 from 8:30 a.m. to 7:00 p.m.; and Wednesday, July 8, 2020 from 8:30 a.m. to 4:00 p.m.; Thursday, July 9, 2020; and Friday, July 10, 2020 from 8:30 a.m. to 7:00 p.m. The Registrar will be in the Jordan-Small Middle School Gymnasium on Election Day, July 14, 2020, until the closing of the polls to register voters and to correct names and addresses.

<p><b>ARTICLE 1:</b> To elect a moderator by written ballot.</p>
<p><b>ARTICLE 2:</b> To elect by secret ballot the following Town Officials, namely two (2) Select Board members, for three-year terms; two (2) members for the Budget-Finance Committee, for three-year terms; and one (1) member for the RSU School Board of Directors, for a three-year term.</p>
<p><b>ARTICLE 3: Referendum Question A:</b> To see if the Town will vote to:</p> <ul style="list-style-type: none"><li>• Set the date the 1<sup>st</sup> half of taxes due to October 31, 2020, and the 2<sup>nd</sup> half of taxes due to April 30, 2021; and</li><li>• Set the interest rate for unpaid balances and for abated taxes at eight percent (8%) for the fiscal year;</li><li>• Authorize the Tax Collector or Treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A. §506, with no interest; and</li><li>• Authorize the Select Board on behalf of the Town to sell and dispose of any property acquired by the Town for nonpayment of taxes pursuant to the policy adopted by the Select Board, as may be amended from time to time, the policy to remain consistent with State statutes and laws; in all cases conveyance to be made by municipal quitclaim deed.</li></ul> <p>Select Board recommends Article 3 Budget-Finance Committee recommends Article 3</p>

**ARTICLE 4: Referendum Question B:** To see if the Town will vote to raise and appropriate **\$1,729,608** for General Government Services (Administration, Employee Compensation and Training, Insurance and Employee Benefits, Assessing, Code Enforcement, Parks & Recreation, Technology, and General Assistance).

*The budget figures will be assigned as follows:*

<u>Administration</u>	<u>\$522,945</u>
<u>Employee Compensation and Training</u>	<u>\$48,000</u>
<u>Insurance and Employee Benefits</u>	<u>\$706,937</u>
<u>Assessing</u>	<u>\$59,733</u>
<u>Code Enforcement</u>	<u>\$117,514</u>
<u>Parks &amp; Recreation</u>	<u>\$94,314</u>
<u>Technology</u>	<u>\$172,165</u>
<u>General Assistance</u>	<u>\$8,000</u>

Select Board recommends Article 4  
Budget-Finance Committee recommends Article 4

**ARTICLE 5: Referendum Question C:** To see if the Town will vote to raise and appropriate **\$1,264,454** Public Works.

*The budget figures will be assigned as follows:*

<u>Public Works</u>	<u>\$847,113</u>
<u>Town Buildings</u>	<u>\$36,350</u>
<u>Solid Waste</u>	<u>\$337,346</u>
<u>Cemeteries</u>	<u>\$43,645</u>

Select Board recommends Article 5  
Budget-Finance Committee recommends Article 5

**ARTICLE 6: Referendum Question D:** To see if the Town will vote to raise and appropriate **\$956,870** Public Safety.

*The budget figures will be assigned as follows:*

<u>Fire/Rescue Department</u>	<u>\$921,955</u>
<u>Animal Control</u>	<u>\$34,915</u>

Select Board recommends Article 6  
Budget-Finance Committee recommends Article 6

**ARTICLE 7: Referendum Question E:** To see if the Town will vote to authorize the Select Board to dispose of Town owned personal property with value not to exceed \$35,000.

Select Board recommends Article 7  
Budget-Finance Committee recommends Article 7

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

Select Board recommends Article 8  
Budget-Finance Committee recommends Article 8

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

Select Board recommends Article 9  
Budget-Finance Committee recommends Article 9

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

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

Select Board recommends Article 10  
Budget-Finance Committee recommends Article 10

**ARTICLE 11: Referendum Question I:** To see if the Town will vote to authorize the Select Board to appropriate from undesignated fund balance (surplus) to reduce the property tax commitment as the Select Board deem advisable an amount not to exceed \$300,000.

Select Board recommends Article 11  
Budget-Finance Committee recommends Article 11

**ARTICLE 12: Referendum Question J:** To see if the Town will vote to appropriate **\$283,164** from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2020-2021 project proposed in the Tax Increment Financing District Development Program (*for details see Addendum 1*).

Select Board recommends Article 12  
Budget-Finance Committee recommends Article 12

**ARTICLE 13: Referendum Question K:** To see if the Town will vote to appropriate from the Tassel Top Park Enterprise fund the amount of **\$50,195** for the administration of activities at the Park, and to allocate all revenues generated by Park operations to be recorded in and retained by the Tassel Top Park Enterprise fund.

Select Board recommends Article 13  
Budget-Finance Committee recommends Article 13

**ARTICLE 14: Referendum Question L:** To see if the town will vote to raise and appropriate **\$317,800** for Debt Services.

*The budget figures will be assigned as follows:*

<i>2013 Public Works Road Construction Bond</i>	<i>\$220,000</i>
<i>2015 Bond Payment</i>	<i>\$97,800</i>

Select Board recommends Article 14  
Budget-Finance Committee recommends Article 14

**ARTICLE 15: Referendum Question M:** To see if the town will vote to raise and appropriate **\$698,000** for the Capital Improvement Program.

*The budget figures will be assigned as follows:*

<i>Public Works Equipment Reserve</i>	<i>\$215,000</i>
<i>Public Works Paving/Road Reserve</i>	<i>\$260,000</i>
<i>Municipal Facilities Improvements</i>	<i>\$35,000</i>
<i>Technology</i>	<i>\$68,000</i>
<i>Fire Department Equipment/Facilities</i>	<i>\$75,000</i>
<i>Playground Improvements</i>	<i>\$35,000</i>
<i>Land Improvements</i>	<i>\$10,000</i>

Select Board recommends Article 15  
Budget-Finance Committee recommends Article 15

**ARTICLE 16: Referendum Question N:** To see whether the Town will vote to carry forward any existing fund balance in the Capital Improvement Program (C.I.P.) accounts, the Healthcare Reimbursement Accounts (H.R.A.), RSU Withdrawal Legal, Elections, and the Employee Compensation Account.

Select Board recommends Article 16  
Budget-Finance Committee recommends Article 16

**ARTICLE 17: Referendum Question O:** To see if the Town will vote to raise and appropriate **\$784,426** for the County Tax.

Select Board recommends Article 17  
Budget-Finance Committee recommends Article 17

**ARTICLE 18: Referendum Question P:** To see if the Town will vote to raise and appropriate **\$69,000** for Raymond Village Library, Provider Agencies, and Regional Transportation.

*The budget figures will be assigned as follows:*

<u>Raymond Village Library</u>	<u>\$66,000</u>
<u>Provider Agencies</u>	<u>\$2,000</u>
<u>Regional Transportation</u>	<u>\$1,000</u>

Select Board recommends Article 18  
Budget-Finance Committee recommends Article 18

**ARTICLE 19: Referendum Question Q:** To see if the Town will vote to appropriate the total sum of **\$1,607,960** from estimated non-property tax revenues to reduce the property tax commitment, together with all categories of funds, which may be available from the federal government, and any other sources.

Select Board recommends Article 19  
Budget-Finance Committee recommends Article 19

**ARTICLE 20: Referendum Question R:** To see if the Town will vote to accept certain State Funds as provided by the Maine State Legislature during the fiscal year beginning July 1, 2020, and any other funds provided by any other entity included but not limited to:

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

Select Board recommends Article 20  
Budget-Finance Committee recommends Article 20

**ARTICLE 21: Referendum Question S:** To see if the Town will vote to authorize the issuance of notes in anticipation of tax collections (T.A.N.s) in an amount up to **\$6,000,000**, and payments of the associated debt service, for the purpose of funding possible tax collection short-falls, with such dates, maturities, denominations, interest rate(s), redemption provisions, and other details as the Select Board shall determine.

Select Board recommends Article 21  
Budget-Finance Committee recommends Article 21

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

Select Board recommends Article 22  
Budget-Finance Committee recommends Article 22

**ARTICLE 23: Referendum Question U:** To see if the Town will vote to appropriate the money received from the State for snowmobile registration, not to exceed **\$2,000**, to the Raymond Rattlers Snowmobile Club for maintenance of their network of snowmobile trails, on condition that those trails be open in snow season to the public for outdoor recreation purposes at no charge, and to authorize the municipal officers to enter into an agreement with the Club, under such terms and conditions as the municipal officers may deem advisable, for that purpose.

Select Board recommends Article 23  
Budget-Finance Committee recommends Article 23

**ARTICLE 24: Referendum Question V:** Shall Section 16 (Administration) of the Raymond Shoreland Zoning Provisions, Section G, (Appeals), 2. Variance Appeals (f)(2) as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underlined text as in Addendum 2?

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

Planning Board recommends Article 24  
Select Board recommends Article 24

*DESCRIPTION:*

- *Add to item 2. Variance Appeals, f. 2 the words "an existing" for clarification to which type of residential dwelling is principal structure.*

**ARTICLE 25: Referendum Question W:** Shall Article 13 A, and 13 B of the Raymond Land Use Ordinance, (Article 13-Open Space Subdivisions) as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 3?

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

Planning Board recommends Article 25  
Select Board recommends Article 25

*DESCRIPTION:*

- *Add new policy language for road connectivity under Article 13 A 1.*
- *Add new purpose under Article 13 A 2 as item k. describing road connectivity purposes.*
- *Add and revise Article 13 C 4 d 2 to include safe turning curves where connecting to adjoining lands for possible future Rights of Way, when offering for possible road acceptance.*

**ARTICLE 26: Referendum Question X:** Shall Section 4 (Application Procedures) and Section 5 (Street Design Standards) of the Raymond Street Ordinance as adopted May 18, 2002, and amended through June 4, 2013, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 4?

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

Planning Board recommends Article 26  
Select Board recommends Article 26



**DESCRIPTION:**

**Section 4**

- Add to Section 4.2 Plans, item G, to include language that all street centerlines shall be field surveyed or if using LIDAR or satellite or aerial topographic imagery that at least 3 separate locations shall be field verified to land survey tied to elevational data of NAVD 88.
- Add item M that all plans shall be provided with a site benchmark for construction with posted elevation using NAVD88 Datum, and the plan shall have at least 3 roadside monuments that are tied to Maine State Grid Coordinates or can be used for GIS mapping.

**Section 5**

- Revising and adding to the standards table under 5.5 Street Design Standards relating to minimal width of shoulders (grassed, gravel and paved for collector, minor, private streets and backlot driveways.
- Add to section 5.7 Dead End Streets for language for conditions when to allow the Planning Board the ability to waive Right of Way continuation to adjoining lots.
- Adjusting Table in Section 5.10 Street Construction standards to increase pavement thicknesses to accommodate current pavement practices and MDOT specifications.

**ARTICLE 27: Referendum Question Y:** Shall Article 1 J of the Town of Raymond Subdivision Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 5?

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

Planning Board recommends Article 27

Select Board recommends Article 27

**DESCRIPTION:**

- Add to the Purpose and Review Criteria section under Article 1 J to include compliance with Net Residential Area for determining allowable number of proposed lots.

**ARTICLE 28: Referendum Question Z:** Shall Article 4 A, C, and D of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 6?

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

Planning Board recommends Article 28

Select Board recommends Article 28

**DESCRIPTION:**

- Add Timber Harvesting as an allowed use under Article 4 A Village Residential District, 2. Permitted Uses and adding as "n."
- Striking the previous language in paragraph under Article 4 A Village Residential District, 4. Spec and Bulk Regulations, b. 2 and 3 and replaced with a new 2 that redefines minimum lot area per dwelling unit for single family duplex and multi-family units.
- Add Timber Harvesting as an allowed use under Article 4 C Rural District, 2. Permitted Uses and adding as "k."
- Add Timber Harvesting as an allowed use under Article 4 D Rural Residential District, 2. Permitted Uses and adding as "k."

**ARTICLE 29: Referendum Question AA:** Shall Article 12 – Applicability and Definitions of Terms Used in This Ordinance of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 7?

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

Planning Board recommends Article 29  
Select Board recommends Article 29

**DESCRIPTION:**

- Add to definition of "Accessory Apartments" to include that single family lot density shall not apply to a single family home adding one accessory apartment.

**ARTICLE 30: Referendum Question AB:** Shall Section IV Definitions, of the Raymond Peddler's Ordinance as adopted May 21, 1994, and amended through June 4, 2013, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 8?

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

Planning Board recommends Article 30  
Select Board recommends Article 30

**DESCRIPTION:**

- Add "mobile unit vendors" to Section IV B as part of the peddler's definition.
- Revise under Section IV C. Size Restriction, strike out "150 sf for occupied space" and revise to "200 sf for size restriction".
- Strike and revise language for Licenses (Section IV F), revise to "Licenses shall be issued by the Board of Selectman, and application must be submitted a minimal of 30 days prior to the regular monthly scheduled Board of Selectmen Meeting."

**ARTICLE 31: Referendum Question AC:** Shall Article 5, Section K Fines, of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 9?

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

Planning Board recommends Article 31  
Select Board recommends Article 31

*DESCRIPTION:*

- *Strike out current wording and replace the language that is consistent with language from the Shoreland Zoning Ordinance relating to Fines for consistency.*

**ARTICLE 32: Referendum Question AD:** Shall Article 6 Board of Appeals, Section C Appeals Procedure of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 10?

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

Planning Board recommends Article 32  
Select Board recommends Article 32

*DESCRIPTION:*

- *Strike out current wording describing scheduling of meeting "on the last Monday of the month" and replace with allowing the Board of Appeals to schedule meetings as necessary.*

**ARTICLE 33: Referendum Question AE:** Shall Article 9, Section L Fines of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 11?

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

Planning Board recommends Article 33  
Select Board recommends Article 33

DESCRIPTION:

- In Section L 2. Signs permit, an application information, strike out current word "content" and replace with "types of message (fixed or electronic)".
- In Section L 3.a. Remove word/line "political".
- In Section L 3.i. Remove entire line "Bulletin boards, reader boards, connection with church, etc"
- In Section L 8 Temporary Signs and Temporary Advertising Feature, b. remove entire Temporary Political signs and content under the subsection.
- In Section L 11 Non-conforming Signs, remove subsection e. "section is outdated/appears irrelevant"

**ARTICLE 34: Referendum Question AF:** Shall a new ordinance entitled "Town of Raymond Business License Ordinance" be enacted?

*(A copy of the proposed ordinance is available for review and inspection at the Town Clerk's Office, on the Town's website at [www.raymondmaine.org](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 34  
Select Board recommends Article 34

DESCRIPTION:

- For non-home occupations
- 5-year license with annual review including possible renewal/revoke consideration
- Must be current with all Town fees, taxes, and inspections
- Must be current with all State and Town required licensing

Given under our hands on the 20<sup>th</sup> day of May AD 2020 and corrected on this 9<sup>th</sup> day of June AD 2020.

  
Rolf Olsen, Chair

  
Marshall Bullock, Vice Chair

  
Teresa Sadak, Parliamentarian

  
Samuel Gifford

  
Lawrence Taylor III

# Annual Town Meeting Warrant Addendum

## Addendum 1

**ARTICLE 12: Referendum Question J:** To see if the Town will vote to appropriate **\$283,164** from the tax increment of the Pipeline/RT 302 Tax Increment Financing District for FY 2020-2021 project proposed in the Tax Increment Financing District Development Program *(for details see Addendum 1)*.

Select Board recommends Article 12

Budget-Finance Committee recommends Article 12

Tax Increment Finance (TIF)	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
Salaries	\$6,825.00	\$7,700.00	\$875.00	12.82%
Mapping & GIS	\$15,000.00	\$15,000.00	-	0.00%
Ordinance Updates	\$5,000.00	-	(\$5,000.00)	100.00%
Planning Services	\$26,500.00	\$26,500.00	-	0.00%
Revaluation	\$100,000.00	\$100,000.00	-	0.00%
Street Light Fixtures	\$6,000.00	-	(\$6,000.00)	100.00%
Cable Negotiations	\$5,200.00	-	(\$5,200.00)	100.00%
Advertising	\$2,000.00	\$4,100.00	\$2,100.00	105.00%
Historical Society	\$1,800.00	\$1,800.00	-	0.00%
RWPA Milfoil	\$16,000.00	\$16,000.00	-	0.00%
Street Flag Replacement	\$1,000.00	\$1,100.00	\$100.00	10.00%
Hawthorne House	\$1,000.00	\$1,000.00	-	0.00%
Rte 302 Maintenance	\$35,000.00	\$37,000.00	\$2,000.00	5.71%
Hydrant Rental	\$6,672.00	\$6,864.00	\$192.00	2.88%
Supplies General	\$500.00	\$1,000.00	\$500.00	100.00%
Street Lights	\$21,000.00	\$5,100.00	(\$15,900.00)	-75.71%
Paving/Roads	-	\$60,000.00	\$60,000.00	n/a
<b>Total</b>	<b>\$249,497.00</b>	<b>\$283,164.00</b>	<b>\$33,667.00</b>	<b>13.49%</b>

## Addendum 2

**ARTICLE 24: Referendum Question V:** Shall Section 16 (Administration) of the Raymond Shoreland Zoning Provisions, Section G, (Appeals), 2. Variance Appeals (f)(2) as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underlined text as in Addendum 2?

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

Planning Board recommends Article 24

Select Board recommends Article 24

**DESCRIPTION:**

- *Add to item 2. Variance Appeals, f. 2 the words "an existing" for clarification to which type of residential dwelling is principal structure.*

### Section 16 ADMINISTRATION

#### G. Appeals

Appeals from decisions under the Shoreland Zoning provisions and variances from the Shoreland Zoning provisions are governed by the appeals and variance procedures contained in the Shoreland Zoning provisions and are not governed by Article 6 of the Land Use Ordinance.

2. Variance Appeals – Variance may be granted only under the following conditions.

- f. The Board of Appeals may grant reductions from the minimum setback requirements set forth in Section 15 (A) of these provisions according to all of the following criteria:
  - 2) Setback reduction appeals may only be granted and are only available for lots with an existing residential dwelling as the principal structure.

## Addendum 3

**ARTICLE 25: Referendum Question W:** Shall Article 13 A, 13 B, and 13 C of the Raymond Land Use Ordinance, (Article 13-Open Space Subdivisions) as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 3?

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

Planning Board recommends Article 25  
Select Board recommends Article 25

### DESCRIPTION:

- *Add new policy language for road connectivity under Article 13 A 1.*
- *Add new purpose under Article 13 A 2 as item k. describing road connectivity purposes.*
- *Add and revise Article 13 C 4 d 2 to include safe turning curves where connecting to adjoining lands for possible future Rights of Way, when offering for possible road acceptance.*

## ARTICLE 13 – OPEN SPACE SUBDIVISIONS

### A. Introduction

#### 1. Policy

It is the policy of the Town of Raymond to encourage the use of open space subdivisions in order to preserve a sense of space, provide for sustainable agriculture and forestry as well as recreational land, preserve other resources identified in the Town of Raymond Comprehensive Plan, and harmonize new development with the traditional open, wooded, agricultural, rural and village landscapes of the Town, while promoting neighborhood connectivity through cross linkages of vehicular and pedestrian access and providing opportunities for future access connections to adjoining undeveloped parcels.

This performance standard is intended to implement that policy by providing incentives that afford flexibility to landowners in road and lot layout ~~and~~ design, support roads constructed for public acceptance, and revise road frontage requirements ~~and~~ by allowing the Planning Board to expedite procedure and to waive or reduce certain otherwise applicable standards and provisions of this Land Use Ordinance and the Subdivision Regulations if such landowners commit to the permanent preservation of important open space resources. These incentives are designed to encourage greater flexibility and more innovative approaches to housing and environmental design for the development of single and multi-family residential areas, will utilize creative road design to promote efficient lot development while supporting neighborhood connectivity for other adjoining or nearby future developable lands, and that will equally promote the most appropriate use of land and will preserve, as permanent open space, agricultural or forestry land, important natural features, wildlife habitat, water resources,

ecological systems, and historic and scenic areas for the benefit of present and future residents.

## 2. Purposes

To qualify as an open space subdivision, that Planning Board must find that the subdivision will achieve all of the following purposes that are applicable to its specific circumstances:

j. Attainment of planned variety and coordination in the location of structures, architectural styles, and building forms and relationships.

j. k. Provide considerate design for public roads acceptance, and striving for connectivity to adjoining developable land parcels for the purposes of vehicular and pedestrian access loops, or interconnective road systems in efforts to improve traffic and emergency access safety, reduce environmental impacts, and promote interconnection of neighborhoods.

## C. General Requirements

### 4. Space Standards

d. Minimum road frontage requirements of the Land Use Ordinance and Subdivision Regulations may be waived or modified by the Planning Board provided that:

1) Any applicable provisions regarding Roads in the Street Ordinance are satisfied.

2) Adequate road curvature design access and turnaround termini, to and from all parcels by for fire trucks, ambulances, police cars and other emergency vehicles meets minimal safe turning radii requirements over all can be ensured by private roads and/or common driveways internal access streets, ways, or driveways. Roads shall consider extension of Rights of Way to adjoining lands where development is possible in the future, and Planning Board will promote the offering of such open space subdivision streets and Rights of Way for public acceptance.

3) No common driveway shall provide access to more than three (3) lots, except as provided in Article 13, Section C.6.



## Addendum 4

**ARTICLE 26: Referendum Question X:** Shall Section 4 (Application Procedures) and Section 5 (Street Design Standards) of the Raymond Street Ordinance as adopted May 18, 2002, and amended through June 4, 2013, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 4?

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

Planning Board recommends Article 26  
Select Board recommends Article 26

### DESCRIPTION:

#### Section 4

- *Add to Section 4.2 Plans, item G, to include language that all street centerlines shall be field surveyed or if using LIDAR or satellite or aerial topographic imagery that at least 3 separate locations shall be field verified to land survey tied to elevational data of NAVD 88.*
- *Add item M that all plans shall be provided with a site benchmark for construction with posted elevation using NAVD88 Datum, and the plan shall have at least 3 roadside monuments that are tied to Maine State Grid Coordinates or can be used for GIS mapping.*

#### Section 5

- *Revising and adding to the standards table under 5.5 Street Design Standards relating to minimal width of shoulders (grassed, gravel and paved for collector, minor, private streets and backlot driveways.*
- *Add to section 5.7 Dead End Streets for language for conditions when to allow the Planning Board the ability to waive Right of Way continuation to adjoining lots.*
- *Adjusting Table in Section 5.10 Street Construction standards to increase pavement thicknesses to accommodate current pavement practices and MDOT specifications.*

## 4. Application Procedures

### 4.2 Plans

- G. Centerline gradients as determined using field topographic and location survey data. Designs based off aerial imagery, such as but not limited to aerial survey from data collected via Satellite (LIDAR), airplane, or drone shall be field verified by at least three (3) land survey base location/control points to confirm the data is tolerant or in agreement of NAVD 88 elevation datum.
- M. Road design plans shall be provided with a site benchmark for construction, posting elevational information meeting NAVD 88 Datum, from which the site shall use elevation data for construction. Also, the Plan shall include on the Right of Way plan to be recorded, location coordinates for at least three (3) roadside monuments that are tied to Maine State Grid Coordinates, or can be used for GIS mapping by the Town of Raymond.

## 5. Street Design Standards

### 5.5 Street Design Standards

- A. The following standards apply to new public and private streets, as well as back lot driveways (see Appendix A for illustration of typical street sections by type of street):

Description	Type of Street				
	Arterial	Collector	Minor Street	Private Street (1)	Back Lot Driveway
Minimum Right-of-way Width	80'	60'	50'	50'	50' (3)
Minimum Travel Way Width	44'	22'	20'	18'	12'
Sidewalk Width	N/A	N/A	N/A	N/A	N/A
Minimum Grade	.5%	.5%	.5%	.5%	N/A
Maximum Grade	5%	6%	8%	10%	12%
Minimum Centerline Radius	500'	230'	150'	150'	N/A
Minimum Tangent between Curves of reverse alignment	200'	100'	50'	N/A	N/A
Roadway Crown	¼"/ft	¼"/ft	¼"/ft	¼"/ft	N/A
Minimum Angle of Street Intersections (2)	90°	90°	75°	75°	75°
Maximum Grade within 75 ft. of Intersection	2%	2%	2%	2%	N/A
Minimum Curb Radii at Intersections	30'	20'	15'	15'	N/A
Minimum ROW Radii at Intersections	20'	10'	10'	10'	10'
Minimum Width of <u>Gravel/Grassed</u> Shoulders ( <del>one</del> <u>each</u> side)	5'	5'	5'	3'	<u>4'</u>
<u>Minimum Width of Paved Shoulders</u>	<u>N/A</u>	<u>5'</u>	<u>4'</u>	<u>See note 1</u>	<u>See note 4</u>

- Minimum Width of Gravel/Grassed Shoulders A private street which will serve fewer than 4 residents shall have a minimum travel way of 12 feet with two 2-foot gravel/grassed shoulders and a maximum grade of 12% (3% for the first 50 ft). a private street which will serve 4-10 residences will have a minimum travel way of 16 feet with two 3-foot gravel/grassed shoulders and a maximum road grade of 12%. No paved shoulders are required.
- Street intersection angles shall be as close to 90° as feasible, but no less than the listed angle.
- Unless a right-of-way of lesser width is approved by the Reviewing Authority pursuant to Article 9, Section T.1 of the Land Use Ordinance.
- ~~3.4.~~ Minimum Width of gravel/grassed for backlot driveways shall be 2 feet on both sides of the travel way. No paved shoulders are required.

### 5.7 Dead End Streets

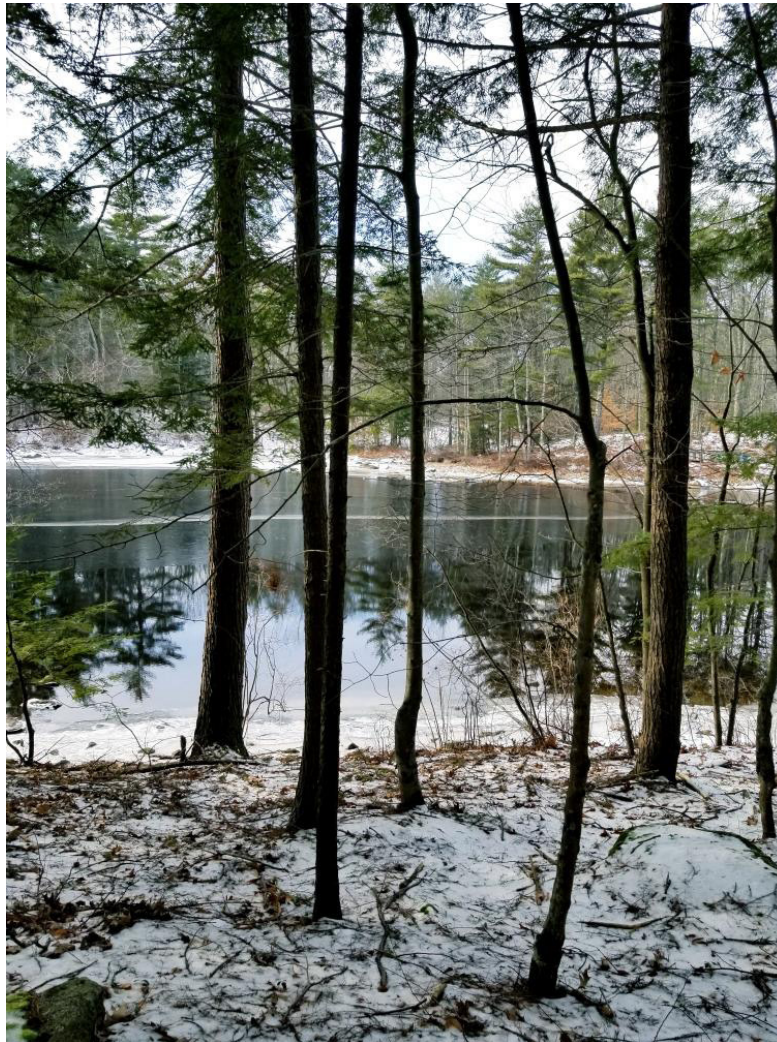
In addition to the design standards above, the design of the turn-around for dead end streets proposed as public ways shall be approved by the Director of Public Works. The Board may require the reservation of a 20-foot easement in line with the street to provide continuation of pedestrian traffic or utilities to the next street. The Board ~~may also~~shall require the reservation of a 50-foot easement in line with the street to provide continuation of the road where future subdivision is possible. The Board may waive such requirements for Right of Way continuation where it is not feasible for connectivity to adjoining lots, where feasibility is highly unlikely due to restriction of natural land features, topography, or other unique land or use restrictions of, or the adjoining land is determined undevelopable by circumstances not created by the subdivider/owner.

**5.10 Street Construction Standards**

**Street Materials**

**Minimum Requirements**

	Arterial	Collector	Minor Street	Private Street	Back Lot Driveway
Aggregate Sub-base Course (maximum sized stone 4")	18"	18"	18"	12"	12"
Crushed Aggregate Base Course	4"	3"	3"	3"	
Hot Bituminous Pavement					
Total Thickness	<del>3</del> 4 1/4"	<del>2</del> 3 1/2"	<del>2</del> 1 1/2 3"		
Surface Course	4 2 1/2"	1 1/2"	1 1/4"		
Base Course	1 2 3/4"	1 1/2 2"	1 1/2 3/4"		



## Addendum 5

**ARTICLE 27: Referendum Question Y:** Shall Article 1 J of the Town of Raymond Subdivision Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in ~~strikeout text~~ as in Addendum 5?

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

Planning Board recommends Article 27

Select Board recommends Article 27

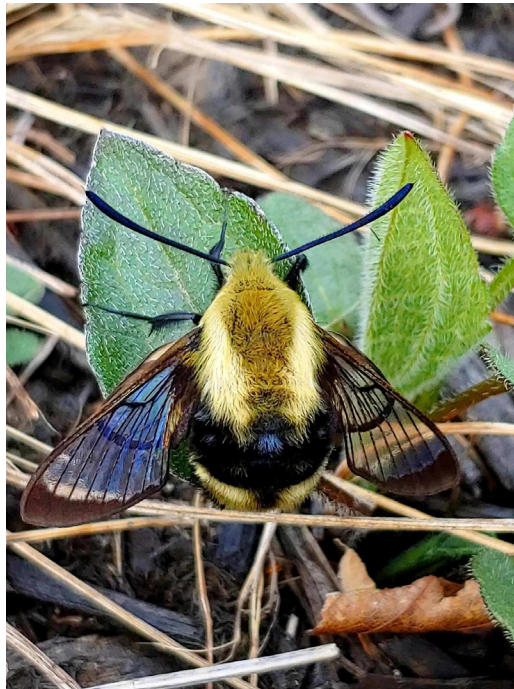
**DESCRIPTION:**

- *Add to the Purpose and Review Criteria section under Article 1 J to include compliance with Net Residential Area for determining allowable number of proposed lots.*

### ARTICLE 1 – PURPOSE AND REVIEW CRITERIA

J. Is in conformance with the subdivision ordinance, comprehensive plan, zoning ordinance, floodplain management ordinance or other duly adopted town ordinance or regulation. In making this determination, the municipal review authority may interpret these ordinances and plans:

1. The subdivision shall comply with the Net Residential Area and Area for computing the allowable number of proposed lots for the entire subdivision.



## Addendum 6

**ARTICLE 28: Referendum Question Z:** Shall Article 4 A, C, and D of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in ~~strikeout text~~ as in Addendum 6?

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

Planning Board recommends Article 28

Select Board recommends Article 28

### DESCRIPTION:

- Add Timber Harvesting as an allowed use under Article 4 A Village Residential District, 2. Permitted Uses and adding as "n."
- Add Timber Harvesting as an allowed use under Article 4 C Rural District, 2. Permitted Uses and adding as "k."
- Add Timber Harvesting as an allowed use under Article 4 D Rural Residential District, 2. Permitted Uses and adding as "k."
- Striking the previous language in paragraph under Article 4 A Village Residential District, 4. Spec and Bulk Regulations, b. 2 and 3 and replaced with a new 2 that redefines minimum lot area per dwelling unit for single family duplex and multi-family units.

## ARTICLE 4 – DISTRICT REGULATIONS

### A. Village Residential District (VR)

#### 2. Permitted Uses

m. Elderly Housing

n. Timber harvesting (Permits must be acquired through the Maine Department of Conservation)

#### 4. Space and Bulk Regulations – The following space and bulk regulations are minimum requirements:

a. The minimum lot area shall be forty thousand (40,000) square feet.

b. Minimum Lot Area per Dwelling Unit

1) One-family dwelling or modular home – Forty thousand (40,000) square feet per unit

~~2) Duplex – Twenty thousand (20,000) square feet per unit~~

~~3) Multi Family Dwelling – Forty thousand (40,000) square feet for the first two units on the lot plus an additional fifteen thousand (15,000) square feet per each additional dwelling unity on the lot.~~

2) For a structure with more than one dwelling unit, (duplex and multi -family) the first two (2) units will each require twenty thousand (20,000) square feet per unit on the lot, and then for each additional unit will require fifteen thousand (15,000) square feet per unit on the lot.

### C. Rural District (R)

#### 2. Permitted Uses

i. Mobile/Manufactured home fourteen (14) feet wide with a pitched roof, manufactured in 1976 or later, with frost wall, grade beam or concrete slab, which shall be designed, if a single unit, to accept T or L additions and shall be so sited so that the longest structural dimension is not more than thirty degrees (30) from parallel with the street or road upon which the lot fronts or, on a corner lot, the more heavily traveled street or road upon which the lot fronts.

n. Timber harvesting (Permits must be acquired through the Maine Department of Conservation)

j.

### D. Rural Residential District (RR)

#### 2. Permitted Uses

k. Timber harvesting (Permits must be acquired through the Maine Department of Conservation)



## Addendum 7

**ARTICLE 29: Referendum Question AA:** Shall Article 12 – Applicability and Definitions of Terms Used in This Ordinance of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in ~~strikeout text as in Addendum 7?~~

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

Planning Board recommends Article 29  
Select Board recommends Article 29

*DESCRIPTION:*

- *Add to definition of "Accessory Apartments" to include that single family lot density shall not apply to a single family home adding one accessory apartment.*

### ARTICLE 12 – APPLICABILITY AND DEFINITION OF TERMS USED IN THIS ORDINANCE

Accessory Apartments – A separate dwelling unit of no more than 700 square feet, excluding stairways, either attached or detached, and located on the same parcel with a single family dwelling. The apartment shall contain a kitchen and bathroom which are separate from and not used in common with the principal dwelling unit. For the purposes of lot size, net density shall not apply to a single family home adding one accessory apartment.



## Addendum 8

**ARTICLE 30: Referendum Question AB:** Shall Section IV Definitions, of the Raymond Peddler's Ordinance as adopted May 21, 1994, and amended through June 4, 2013, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 8?

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

Planning Board recommends Article 30

Select Board recommends Article 30

**DESCRIPTION:**

- Add "mobile unit vendors" to Section IV B. as part of the peddler's definition.
- Revise under Section IV C. Size Restriction, strike out "150 sf for occupied space" and revise to "200 sf for size restriction".
- Strike and revise language for Licenses (Section IV F), revise to "Licenses shall be issued by the Board of Selectman, and application must be submitted a minimal of 30 days prior to the regular monthly scheduled Board of Selectmen Meeting.

### Section IV. Definitions:

- B. The word "peddler" as used herein shall include any person selling or offering for sale, tangible commodities, including food, beverages and non-food goods, wares and merchandise. The word "peddler" shall include the words "hawker", "huckster", "street vendor", "mobile unit vendors" and "itinerant vendors". The definition of the word "peddler" for this Ordinance does not include but is not limited to the following exceptions:

A temporary yard sale occurring no more than four weekends in one calendar year, a fruit stand a minor or children's enterprise, the sale of camp firewood, and a car or boat for sale.

- C. Size Restriction: No peddler's cart set up, including any cart, tables, serving counter, food storage, coolers or preparation areas or ancillary features shall occupy a space greater than ~~150 sq. ft.~~200 sq. ft. The Town may waive the size restriction if it finds that, due to the proposed location of activity, the size of the set up will not interfere with public safety or the use and enjoyment of public property
- F. Licenses shall be issued ~~annually on May 1<sup>st</sup>, or the first business day thereafter by the Board of Selectmen.~~ Applications ~~shall~~must be submitted a minimum of 30 days prior to the regular monthly scheduled Board of Selectmen meeting. ~~no later than April 1<sup>st</sup>. If there are more than two qualified applicants, licenses shall be selected by staff through a lottery, prior to recommending license approvals to the Board of Selectmen.~~



## Addendum 9

**ARTICLE 31: Referendum Question AC:** Shall Article 5, Section K Fines, of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 9?

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

Planning Board recommends Article 31

Select Board recommends Article 31

*DESCRIPTION:*

- *Strike out current wording and replace the language that is consistent with language from the Shoreland Zoning Ordinance relating to Fines for consistency.*

### ARTICLE 5 – ADMINISTRATION

#### K. Fines

Any person, including but not limited to a landowner, a landowner's agent, or a contractor, who violates provisions or requirements of this Ordinance shall be penalized in accordance with 30-A, M.R.S.A., section 4452. ~~Any person who continues to violate any provisions of this Ordinance, after receiving notice of such violation, shall be guilty of a misdemeanor subject to a fine of up to \$100.00 for each violation. Each day such a violation is continued is a separate offense.~~

## Addendum 10

**ARTICLE 32: Referendum Question AD:** Shall Article 6 Board of Appeals, Section C Appeals Procedure of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in ~~strikeout~~ text as in Addendum 10?

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

Planning Board recommends Article 32  
Select Board recommends Article 32

*DESCRIPTION:*

- *Strike out current wording describing scheduling of meeting "on the last Monday of the month" and replace with allowing the Board of Appeals to schedule meetings as necessary.*

### ARTICLE 6 – BOARD OF APPEALS

#### C. Appeals Procedure

1. The Board of Appeals shall meet as needed and as routinely scheduled following the Schedules and Deadlines on the last Monday of the month and as established by the Board of Appeals annually prior to the effective calendar year.

## Addendum 11

**ARTICLE 33: Referendum Question AE:** Shall Article 9, Section L Signs of the Raymond Land Use Ordinance as adopted May 21, 1994, and amended through June 4, 2019, be further amended by adding the underscored language and removing the language in strikeout text as in Addendum 11?

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

Planning Board recommends Article 33  
Select Board recommends Article 33

### DESCRIPTION:

- *In L. Signs 2. Signs permit, an application information, strike out current word "content" and replace with "types of message (fixed or electronic)".*
- *In L. Signs 3.a. Remove word/line "political".*
- *In L. Signs 3.i. Remove entire line "Bulletin boards, reader boards, connection with church, etc"*
- *In L. Signs 8 Temporary Signs and Temporary Advertising Feature, b. remove entire Temporary Political signs and content under the subsection.*
- *In L. Signs 11 Non-conforming Signs, remove subsection e. "section is outdated/appears irrelevant"*

## ARTICLE 9 – MINIMUM STANDARDS

### L. Signs

#### 2. Sign Permits

##### b. Application Information

Applications shall include a signage plan which contains information on the location and design of the proposed sign or alteration. The plans shall show the design, size, location, color, materials, ~~contents~~ types of message (fixed or electronic) and type of lighting for each proposed sign.

Unless, waived by the Reviewing Authority, applications proposing installation or alteration of a fixed sign in the Commercial District shall be prepared by a design professional experienced in commercial signage.

#### 3. Exceptions

Permits are not required for:

~~a.~~ Political signs

~~b.a.~~ Trespass signs allowed under subsection 9.e

~~e.b.~~ Temporary real estate signs allowed under subsection 8.c

~~d.c.~~ Temporary development or construction site signs allowed under subsection 8.d

~~e.d.~~ Temporary signs giving notice allowed under subsection 8.a

~~f.e.~~ Identification signs

- ~~g.f.~~ Name signs not exceeding one (1) square foot in area identifying occupants of the premises where such sign is located
- ~~h.g.~~ Signs erected and maintained for public safety and welfare or pursuant to and in discharge of any governmental function, or required by law, ordinance or governmental regulations
- ~~i.~~ ~~Bulletin boards, reader boards or similar signs in connection with any church, museum, library, school or similar public structure~~
- ~~j-h.~~ Sandwich boards allowed under subsection 8.f
- ~~k.i.~~ Flags and banners allowed under subsection 8.e
- ~~l.j.~~ Changes to the content of established reader boards
- ~~m.k.~~ Signs that are located and displayed inside a building, whether visible outside of the building through a window or door.

## 8. Temporary Signs & Temporary Advertising Features

The following temporary signs are allowed and shall conform to these standards and other municipal, state or federal ordinances, statutes or regulations:

### a. Temporary Signs Giving Notice

Signs of a temporary nature such as advertisements of charitable functions, notices of meetings and other non-commercial signs of a similar nature, are permitted for a period not to exceed twenty-one (21) days and shall be removed by the person(s) who posted the signs within forty-eight (48) hours after fulfilling its function. Temporary signs specified in this section shall not be attached or painted to fences, trees, or other natural features, utility poles, or the like and shall not be placed in a position that will obstruct or impair vision or traffic or in any manner create a hazard or disturbance to the health and welfare of the general public.

### ~~b. Temporary Political Signs~~

~~Temporary political signs may be placed in any district, except in a floodplain, are not subject to lot line setbacks, and may be placed in a public right of way or on public property but not within 150 feet of an intersection or in such locations as will create a safety hazard. Political signs may not be placed within a right of way or elsewhere prior to six (6) weeks before the election, primary or referendum to which they relate and must be removed by the candidate or political committee not later than one week after Election Day. The maximum size of temporary political signs shall be 4 feet by 4 feet.~~

### ~~e.b.~~ Temporary Real Estate Signs

One temporary real estate sign attached to a building or free standing may be erected advertising the sale, lease or rental of the premises upon which the sign is located. This sign shall be located on the property that is advertised for sale. Temporary real estate signs shall be removed from the premises within thirty (30) days after the property is sold or leased.

### ~~d.c.~~ Temporary Development or Construction Site Sign

One temporary development or construction sign, attached to a building or free standing, may be erected provided such sign shall be limited to a general identification of the project and shall be removed within thirty (30) days after completion of the project.

e.d. Banners & Flags

A banner or flag, the dimensions of which do not exceed twenty-four square feet and on which there is only the word "open" and no other lettering or numbering, may be displayed by any retail business or service establishment (except home occupations) during the hours such business is open for customers and shall not be counted toward calculating the maximum number of signs or the maximum gross display area of signs on the property. This subparagraph does not prohibit or restrict displays of the United States Flag or the State of Maine Flag.

f.e. Sandwich Boards

One temporary sandwich board is allowed for each business provided it meets the requirements of this section. Sandwich boards shall not exceed three (3) feet in height or a total of nine (9) square feet per side in size. Sandwich boards shall not be counted toward calculating the maximum number of signs or the maximum gross display area of signs on the property. Sandwich boards may not include any source of illumination. Sandwich boards are allowed to be displayed outside only during the hours of operation of the business. Sandwich boards are not subject to lot line setbacks, and may be placed in the portion of a public right of way abutting the property containing the business as long as they are not placed in a travel way or on a public sidewalk and do not create a hazard.

g.f. Temporary Commercial Signs

One temporary sign for commercial purposes (including but not limited to advertising or announcing a new or relocated business) up to thirty-two (32) square feet of total façade area but no more than sixteen (16) square feet per side, shall be permitted in any district in connection with a legally permissible business conducted on the premises.

Temporary signs are allowed in addition to any sign permitted by this section. The area of the temporary sign shall not count toward the maximum sign area allowed for an individual property.

A temporary commercial sign is not subject to lot line setbacks but shall be located within the boundaries of the property on which the business is located. A temporary commercial sign shall not be placed in a travel way or on a public sidewalk and shall not create a hazard for pedestrians or vehicles.

Temporary commercial signs shall not be installed or displayed on the same property or on adjoining properties under the control of a single person or entity for more than four (4) thirty (30) day periods per calendar year, and such periods must be non-consecutive. In order to be considered non-consecutive, there shall be at least a fifteen (15) day interval between display periods. When more than one business is located on the same property or on adjoining properties under the control of a single person or entity, the limitations of this paragraph shall apply separately to each business.

The Code Enforcement Office shall issue permits for temporary commercial signs (“temporary sign permit”) for each non-consecutive thirty (30) day period which set out the expiration date of the permit. Temporary signs shall be removed on or before the expiration date set out in the temporary sign permit.

In addition to being subject to penalties and other sanctions for violations of this Ordinance, any business that allows a temporary sign to remain in place more than the thirty (30) consecutive days allowed by this section will forfeit the permit deposit to the town.

h.g. Temporary Advertising Features

One temporary advertising feature shall be permitted in any district in connection with a legally permissible business conducted on the premises.

Temporary advertising features are allowed in addition to any sign permitted by this section. The area of the temporary advertising feature shall not count toward the maximum sign area allowed for an individual property.

A temporary advertising feature shall be located so that it does not create a hazard for pedestrians or vehicles. A temporary advertising feature shall not be placed in a travel way or on a public sidewalk.

Temporary advertising features shall not be installed or displayed, on the same property or properties under the control of a single person or entity, more than four (4) non-consecutive ten (10) day periods per calendar year. In order to be considered non-consecutive, there shall be at least a fifteen (15) day interval between display periods.

The Code Enforcement Office shall issue permits for temporary advertising features (“temporary advertising feature permit”) for each non-consecutive 10 day period, which set out the expiration date of the permit. Temporary advertising features shall be removed on or before the expiration date set out in the temporary advertising feature permit.

Any business that allows a temporary advertising feature to remain in place more than the ten (10) consecutive days allowed by this section will forfeit the permit deposit to the town.

11. Non-Conforming Signs

~~c. Any temporary or portable sign existing as of June 2, 2009, that does not conform to the regulations and requirements of this Section shall be removed no later than December 2, 2011.~~

## Addendum 12

**ARTICLE 34: Referendum Question AF:** Shall a new ordinance entitled “Town of Raymond Business License Ordinance” enacted?

*(A copy of the proposed ordinance is available for review and inspection at the Town Clerk’s Office, on the Town’s website at [www.raymondmaine.org](http://www.raymondmaine.org), or at the polling place prior to voting.)*

Planning Board recommends Article 34

Select Board recommends Article 34

**DESCRIPTION:**

- *For non-home occupations*
- *5-year license with annual review including possible renewal/revoke consideration*
- *Must be current with all Town fees, taxes, and inspections*
- *Must be current with all State and Town required licensing*

### Town of Raymond Business License Ordinance

#### Section 1. Purpose.

The purpose of this Ordinance is to provide reasonable regulations for businesses, other than home occupations, operating in the Town of Raymond and to protect and promote the health, welfare and safety of Town residents and the general public.

#### Sec. 2. License required; expiration.

- (a) The Board of Selectmen are authorized to grant, grant subject to conditions, or deny licenses for any business in accordance with the terms of this Ordinance. The Town Clerk is authorized to renew licenses and refer any license renewal applications to the Board of Selectmen for public hearing and action if, in the Town Clerk's judgment, the application merits such scrutiny.
- (b) Any such license shall expire on March 1 of each year, unless otherwise provided therein, except that a license for which a renewal application filed prior to March 1 shall continue in effect until the Town Clerk or the Board of Selectmen, if Board action is required under Section 7, has acted on the renewal application.
- (c) No person shall operate or conduct any business, except for home occupations, without first obtaining a license therefore, nor shall any person operate or conduct any business except in compliance with the terms of this Ordinance and any conditions imposed upon the license issued.

#### Sec. 3. Application.

- (a) Any person who owns, operates or conducts any business in the Town of Raymond shall make an application for a license to conduct such business by submitting the following to the Town Clerk:

- (1) A description of the business which the applicant proposes to operate or conduct and the location at which the licensed activity or business will occur.
  - (2) A statement that the applicant has secured or is in the processing of securing all state or local permits required for the licensed business, provided that any license issued by the Board of Selectmen prior to the receipt of such other permits shall not authorize the operation of the business until all such other permits are obtained.
  - (3) A statement that the business and the premises are in compliance with all local ordinances other than this Ordinance.
  - (4) Evidence of satisfactory resolution of any public health, safety or welfare problems occurring in the operation of that 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 initiate complaints to or require a response from the sheriff's department, fire department or other municipal regulatory body or employee.
  - (5) A nonrefundable application processing fee as specified in Town Fee Schedule, unless the applicant has previously received a license under this Ordinance for the same business at the same location and the license had been applied for prior to the last day of February of the expiration year.
- (b) The Board of Selectmen may require further documentation of any of the information provided in the license application whenever the Board determines that such documentation is needed to process the application.

**Sec. 4. - Denial; imposition of conditions for issuance.**

- (a) Failure to provide any of the information required by Section 3 to the Town Clerk in a timely manner shall be cause for a denial of a license application.
- (b) The Board of Selectmen shall consider information provided by the applicant, the code enforcement officer, the town manager, the sheriff's department, the fire chief or any other municipal employee or the general public in determining whether to issue, issue subject to conditions, or deny any license requested. The Board of Selectmen may deny a license application if it finds that:
  - (1) The applicant does not have the legal right to occupy the premises for which the license is sought;
  - (2) Required state or local permits have not been obtained or applied for;
  - (3) The business or the premises are not in compliance with other local ordinances;
  - (4) Any public health, safety or welfare problems which occurred in the operation of the business or a similar business on the premises during the immediately preceding year were not satisfactorily resolved and are likely to recur;
  - (5) The applicant for the license has, during the immediately preceding year, committed or permitted, in the course of conducting a business subject to this Ordinance, an act or omission which constitutes a violation of this Ordinance;
  - (6) The applicant is delinquent in paying any personal or real property tax assessed by the Town, unless there is pending at the time of application for the license a request for abatement of the tax or an appeal of the tax assessment;
  - (7) The licensed location has had three or more documented and relevant disturbances as verified by the sheriff's department within the previous licensing period, which documentation shall be provided to the Town Clerk by the sheriff's department;
  - (8) The applicant owes any fine, penalty or judgment to the Town as a result of any violation of this Ordinance and the fine, penalty or judgment, with any accrued interest, has not been paid in full; or



- (9) The applicant owes any amount to the Town for services rendered by the Town or by Town employees to the applicant or the applicant's property, is in default on any performance guarantee or contractual obligation to the Town, or is otherwise delinquent in any financial obligation to the Town.
- (c) The Board of Selectmen may also impose conditions on the operation of any licensed business, such as restrictions on the hours of operation, a requirement of trash removal at specified intervals, or implementation of particular forms of crowd control, where the public interest so requires.
- (d) When the Board of Selectmen denies a license, written notice of the decision shall be provided to the applicant within ten days thereof, which shall set forth the reasons for the denial. The licensee shall receive written notice in the same manner of any conditions imposed upon the license whenever conditions are imposed, and any such conditions shall be noted on the license records maintained by the Town Clerk.

**Sec. 5. - Effective date; payment of full fee required.**

- (a) A license issued pursuant to this Ordinance shall be effective as of the date issued or as of the date payment of the appropriate license fee is received by the Town Clerk, whichever is later.
- (b) Payment in full of the license fee is required prior to the issuance of a license.

**Sec. 6. - Inspections.**

- (a) A licensee, as a condition of receipt of a license under this Ordinance, must also allow any Town official who is authorized to determine compliance with federal, state or town law or ordinance and who presents valid identification to enter at any reasonable time any portion of the licensed premises which the licensee has the right to enter or occupy.
- (c) Failure to allow entry required by this section shall constitute a violation of this Ordinance and shall constitute cause for nonrenewal, suspension or revocation of this license.

**Sec. 7. - Renewals.**

- (a) The Town Clerk is authorized to renew, without further action by the Board of Selectmen, the license of any person holding a license pursuant to this Ordinance, referred to as the "licensee," upon receipt of the required fee and of a written statement from the licensee that there has been no material change in the information provided in the licensee's previous application. The Town Clerk may not renew a license, but must refer the application to the Board of Selectmen, if:
  - (1) The license has been suspended or revoked by the Board of Selectmen during the preceding licensing cycle;
  - (2) The Town Clerk has received, during the past licensing cycle, any written complaint from any person charging that the licensee has violated the terms of this Ordinance or any other section of this Code or Town ordinance;
  - (3) The applicant is delinquent in paying any personal or real estate property tax assessed by the Town, unless there is pending at the time of application for the license a request for abatement of the tax or an appeal of the tax assessment; or
  - (4) The licensed location has had three or more documented and relevant disturbances as verified by sheriff's department within the previous licensing cycle.

- (b) Notwithstanding the provisions in Section 7(a) above, a license must be reviewed and renewed by the Board of Selectmen every five years.

**Sec. 8. - Suspension or revocation.**

- (a) The Board of Selectmen, upon notice and after hearing, for cause, may suspend or revoke any license issued pursuant to this Ordinance. The term "cause" shall mean the violation of any license condition, any section of this Ordinance, any condition constituting a threat to the public health or safety, or the revocation or suspension of any state or local license that is a condition precedent to the issuance of a license pursuant to this Ordinance. The term "cause" shall also include any of the grounds for denying a license application under Section 4. Licenses may be temporarily suspended without prior notice and hearing if, in the judgment of the code enforcement officer, the town manager, or the Board of Selectmen, the continued operation of the licensed business constitutes an immediate and substantial threat to the public health and safety, provided the licensee receives written notification of the suspension and the reasons therefore, prior to its taking effect, and a hearing is scheduled as soon as possible thereafter.

**Sec. 9. - Violation and Penalties.**

- (a) Any person who operates or conducts any business for which a license is required under this Ordinance without first obtaining such license commits a civil violation and shall be subject to a fine not to exceed \$100.00 for the first day the offense occurs. The second day the offense occurs, the fine amount shall not exceed \$250.00. The third day and subsequent days thereafter, the fine amount shall not exceed \$500.00. Each day such violation continues shall be considered a separate violation.
- (b) All fines shall be recovered upon complaint for use by the Town and shall be placed in the town treasury.

**Sec. 10. - Enforcement.**

The code enforcement officer shall investigate any alleged violation of this Ordinance. Upon verification of the alleged violation, the Board of Selectmen may initiate any and all actions and proceedings, either legal or equitable, including seeking injunctions of violations and the imposition of fines, attorneys fees, and costs, that may be appropriate and necessary to enforce the provisions of this Ordinance in the name of the Town.

# FY2020-2021 Proposed Budget Details

## Town Meeting Budget

Article 4 Question B	Administration	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	373,445.00	389,571.00	16,126.00	4.32%
	Contract Fees & Services	19,000.00	31,600.00	12,600.00	66.32%
	Legal/Audit	36,200.00	36,200.00	-	0.00%
	RSU Withdraw	-	-	-	n/a
	Rescue Billing	12,000.00	12,000.00	-	0.00%
	Registry of Deeds	5,000.00	4,000.00	(1,000.00)	-20.00%
	Travel & Training	11,500.00	11,500.00	-	0.00%
	Dues & Publications	9,200.00	9,600.00	400.00	4.35%
	Advertising	5,000.00	5,100.00	100.00	2.00%
	Supplies General	4,600.00	4,600.00	-	0.00%
	Elections	5,377.00	5,774.00	397.00	7.38%
	Postage	6,000.00	7,000.00	1,000.00	16.67%
	Printing	2,300.00	3,000.00	700.00	30.43%
	Phone	2,200.00	3,000.00	800.00	36.36%
	<b>Total</b>	<b>491,822.00</b>	<b>522,945.00</b>	<b>31,123.00</b>	<b>6.33%</b>

Article 4 Question B	Employee Compensation & Training	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	16,675.00	38,000.00	21,325.00	127.89%
	Travel & Training	10,000.00	10,000.00	-	0.00%
	<b>Total</b>	<b>26,675.00</b>	<b>48,000.00</b>	<b>21,325.00</b>	<b>79.94%</b>

Article 4 Question B	Employee Benefits	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Health Insurance	330,000.00	409,000.00	79,000.00	23.94%
	Life insurance	5,000.00	7,400.00	2,400.00	48.00%
	Retirement	45,000.00	67,037.00	22,037.00	48.97%
	Social Security & Medicare	117,000.00	140,000.00	23,000.00	19.66%
	<b>Total</b>	<b>497,000.00</b>	<b>623,437.00</b>	<b>126,437.00</b>	<b>25.44%</b>

Article 4 Question B	Insurance	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Liability/Vehicle Insurance	39,161.00	45,000.00	5,839.00	14.91%
	Unemployment Insurance	500.00	500.00	-	0.00%
	Workers Comp	36,000.00	38,000.00	2,000.00	5.56%
	<b>Total</b>	<b>75,661.00</b>	<b>83,500.00</b>	<b>7,839.00</b>	<b>10.36%</b>

Article 4 Question B	Assessors	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	15,001.00	15,451.00	450.00	3.00%
	Assessing	31,500.00	31,500.00	-	0.00%
	Registry of Deeds	1,000.00	1,000.00	-	0.00%
	Software General	9,700.00	9,932.00	232.00	2.39%
	Travel & Training	750.00	750.00	-	0.00%
	Supplies General	1,100.00	1,100.00	-	0.00%
	<b>Total</b>	<b>59,051.00</b>	<b>59,733.00</b>	<b>682.00</b>	<b>1.15%</b>

Article 4 Question B	Code Enforcement	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	81,086.00	103,714.00	22,628.00	27.91%
	Software General	5,000.00	5,000.00	-	0.00%
	Travel & Training	1,500.00	1,500.00	-	0.00%
	Supplies General	1,800.00	1,800.00	-	0.00%
	Gas/Diesel	4,000.00	4,000.00	-	0.00%
	Phone	1,500.00	1,500.00	-	0.00%
	<b>Total</b>	<b>94,886.00</b>	<b>117,514.00</b>	<b>22,628.00</b>	<b>23.85%</b>

Article 4 Question B	Recreation	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	-	60,000.00	60,000.00	n/a
	Contract Fees & Services	9,200.00	13,500.00	4,300.00	46.74%
	Software General		3,000.00	3,000.00	#DIV/0!
	Travel & Training		1,500.00	1,500.00	#DIV/0!
	Dues & Publications		800.00	800.00	#DIV/0!
	Raymond Baseball	2,000.00	2,000.00	-	0.00%
	Raymond Rattlers	2,000.00	2,000.00	-	0.00%
	Raymond Recreation	4,000.00	4,000.00	-	0.00%
	Vehicle Maintenance		1,000.00	1,000.00	#DIV/0!
	Supplies General	2,500.00	2,500.00	-	0.00%
	Gas/Diesel		1,080.00	1,080.00	#DIV/0!
	Postage		2,000.00	2,000.00	#DIV/0!
	Phone		934.00	934.00	#DIV/0!
	<b>Total</b>	<b>19,700.00</b>	<b>94,314.00</b>	<b>74,614.00</b>	<b>378.75%</b>

Article 4 Question B	Technology	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	10,000.00	7,500.00	(2,500.00)	-25.00%
	Contract Fees & Services	13,400.00	13,400.00	-	0.00%
	IT Management	80,000.00	80,000.00	-	0.00%
	Software Departments	10,600.00	10,500.00	(100.00)	-0.94%
	Software Network	5,200.00	5,200.00	-	0.00%
	Software Servers	18,365.00	18,365.00	-	0.00%
	Department Network	600.00	600.00	-	0.00%
	Broadcasting expenses	13,000.00	13,000.00	-	0.00%
	Hardware Department	9,600.00	9,600.00	-	0.00%
	Hardware Network	2,000.00	2,000.00	-	0.00%
	Hardware Server	12,000.00	12,000.00	-	0.00%
	<b>Total</b>	<b>174,765.00</b>	<b>172,165.00</b>	<b>(2,600.00)</b>	<b>-1.49%</b>

Article 4 Question B	General Assistance	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Client Benefits/Services	8,000.00	8,000.00	-	0.00%
	<b>Total</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>-</b>	<b>0.00%</b>

Article 5 Question C	Public Works & Snow	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	400,233.00	492,533.00	92,300.00	23.06%
	Contract Fees & Services	6,000.00	6,000.00	-	0.00%
	Road Striping	21,000.00	25,000.00	4,000.00	19.05%
	Roadside Mowing	5,000.00	2,500.00	(2,500.00)	-50.00%
	General Software	-	5,000.00	5,000.00	n/a
	Travel & Training	1,000.00	1,000.00	-	0.00%
	Building Maintenance	7,100.00	2,500.00	(4,600.00)	-64.79%
	Equipment Maintenance	65,000.00	65,000.00	-	0.00%
	District 1 Building Maintenance	5,000.00	5,000.00	-	0.00%
	Equipment Rental	3,000.00	3,000.00	-	0.00%
	Supplies General	4,000.00	5,000.00	1,000.00	25.00%
	Supplies Materials	15,000.00	15,000.00	-	0.00%
	Uniforms/Clothing	-	7,380.00	7,380.00	n/a
	Gas/Diesel	72,500.00	72,500.00	-	0.00%
	Shop/Safety Equip	4,500.00	8,000.00	3,500.00	77.78%
	Street Signs	5,500.00	2,500.00	(3,000.00)	-54.55%
	Road Salt	98,600.00	71,000.00	(27,600.00)	-27.99%
	Winter Sand	41,200.00	41,200.00	-	0.00%
	Utilities	17,000.00	17,000.00	-	0.00%
	<b>Total</b>	<b>771,633.00</b>	<b>847,113.00</b>	<b>75,480.00</b>	<b>9.78%</b>

Article 5 Question C	Town Buildings	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	7,800.00	8,100.00	300.00	3.85%
	Contract Fees & Services	3,000.00	5,300.00	2,300.00	76.67%
	Building Maintenance	4,000.00	4,000.00	-	0.00%
	Supplies General	1,500.00	1,500.00	-	0.00%
	Heating	3,500.00	4,450.00	950.00	27.14%
	Utilities	13,000.00	13,000.00	-	0.00%
	<b>Total</b>	<b>32,800.00</b>	<b>36,350.00</b>	<b>3,550.00</b>	<b>10.82%</b>

Article 5 Question C	Solid Waste	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Recycling Pick up & Hauling	136,429.00	135,173.00	(1,256.00)	-0.92%
	Trash Pickup	136,429.00	135,173.00	(1,256.00)	-0.92%
	Trash Tipping	65,600.00	67,000.00	1,400.00	2.13%
	<b>Total</b>	<b>338,458.00</b>	<b>337,346.00</b>	<b>(1,112.00)</b>	<b>-0.33%</b>

Article 5 Question C	Cemeteries	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Contract Fees & Services	30,098.00	38,500.00	8,402.00	27.92%
	Software General	845.00	845.00	-	0.00%
	Repairs & Maintenance	4,700.00	4,300.00	(400.00)	-8.51%
	<b>Total</b>	<b>35,643.00</b>	<b>43,645.00</b>	<b>8,002.00</b>	<b>22.45%</b>

Article 6 Question D	Fire Department	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	551,129.00	659,154.00	108,025.00	19.60%
	Contract Fees & Services	9,000.00	11,000.00	2,000.00	22.22%
	Dispatch Services	35,795.00	33,581.00	(2,214.00)	-6.19%
	Health & Safety	9,000.00	9,000.00	-	0.00%
	Travel & Training	17,500.00	17,500.00	-	0.00%
	Dues & Publications	3,000.00	3,000.00	-	0.00%
	Building Maintenance	18,400.00	15,000.00	(3,400.00)	-18.48%
	Vehicle Maintenance	37,000.00	37,000.00	-	0.00%
	FF Equip R&M	5,550.00	5,500.00	(50.00)	-0.90%
	Radio Repair & Replacement	11,700.00	11,800.00	100.00	0.85%
	Uniforms/Clothing	5,500.00	6,500.00	1,000.00	18.18%
	Gas/Diesel	13,000.00	14,000.00	1,000.00	7.69%
	SCBA/Air Packs	5,800.00	6,000.00	200.00	3.45%
	Fire Prevention	1,600.00	1,600.00	-	0.00%
	Supplies-Operations	13,000.00	13,000.00	-	0.00%
	Supplies-RX	15,000.00	16,000.00	1,000.00	6.67%
	Turnout Gear/Equipment	13,500.00	15,520.00	2,020.00	14.96%
	Heating	9,500.00	12,000.00	2,500.00	26.32%
	Utilities	28,000.00	28,000.00	-	0.00%
	Equipment	6,800.00	6,800.00	-	0.00%
	<b>Total</b>	<b>809,774.00</b>	<b>921,955.00</b>	<b>112,181.00</b>	<b>13.85%</b>

Article 6 Question D	Animal Control	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Animal Welfare	6,544.00	6,544.00	-	0.00%
	Assessment	22,855.00	25,995.00	3,140.00	13.74%
	Travel & Training	637.00	433.00	(204.00)	-32.03%
	Vehicle Maintenance	933.00	500.00	(433.00)	-46.41%
	Supplies General	667.00	667.00	-	0.00%
	Gas/Diesel	400.00	500.00	100.00	25.00%
	Phone	276.00	276.00	-	0.00%
	<b>Total</b>	<b>32,312.00</b>	<b>34,915.00</b>	<b>2,603.00</b>	<b>8.06%</b>

Article 12 Question J	Tax Increment Finance (TIF)	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	6,825.00	7,700.00	875.00	12.82%
	Mapping & GIS	15,000.00	15,000.00	-	0.00%
	Ordinance Updates	5,000.00	-	(5,000.00)	-100.00%
	Planning Services	26,500.00	26,500.00	-	0.00%
	Revaluation	100,000.00	100,000.00	-	0.00%
	Street Light Fixtures	6,000.00	-	(6,000.00)	-100.00%
	Cable Negotiations	5,200.00	-	(5,200.00)	-100.00%
	Advertising	2,000.00	4,100.00	2,100.00	105.00%
	Historical Society	1,800.00	1,800.00	-	0.00%
	RWPA Milfoil	16,000.00	16,000.00	-	0.00%
	Street Flag Replacement	1,000.00	1,100.00	100.00	10.00%
	Hawthorne House	1,000.00	1,000.00	-	0.00%
	Rte 302 Maintenance	35,000.00	37,000.00	2,000.00	5.71%
	Hydrant Rental	6,672.00	6,864.00	192.00	2.88%
	Supplies General	500.00	1,000.00	500.00	100.00%
	Street Lights	21,000.00	5,100.00	(15,900.00)	-75.71%
	Paving/Roads	-	60,000.00	60,000.00	n/a
	<b>Total</b>	<b>249,497.00</b>	<b>283,164.00</b>	<b>33,667.00</b>	<b>13.49%</b>

Article 13 Question K	Tassel Top	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Salaries	-	30,000.00	30,000.00	n/a
	Social Security & Medicare	-	2,295.00	2,295.00	n/a
	Contract Fees & Services	-	7,500.00	7,500.00	n/a
	Cabin Repairs	-	500.00	500.00	n/a
	Structure Repairs	-	500.00	500.00	n/a
	Grounds Keeping	-	2,500.00	2,500.00	n/a
	Supplies General	-	3,000.00	3,000.00	n/a
	Gas/Diesel	-	150.00	150.00	n/a
	Postage	-	50.00	50.00	n/a
	Snack Bar/Retail Items	-	1,500.00	1,500.00	n/a
	Utilities	-	1,400.00	1,400.00	n/a
	Equipment	-	800.00	800.00	n/a
	<b>Total</b>	<b>-</b>	<b>50,195.00</b>	<b>50,195.00</b>	<b>n/a</b>

Article 14 Question L	Debt Service	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	2013 Bond Principal	200,000.00	200,000.00	-	0.00%
	2013 Bond Interest	24,000.00	20,000.00	(4,000.00)	-16.67%
	2015 Bond Principal	90,000.00	90,000.00	-	0.00%
	2015 Bond Interest	9,600.00	7,800.00	(1,800.00)	-18.75%
	<b>Total</b>	<b>323,600.00</b>	<b>317,800.00</b>	<b>(5,800.00)</b>	<b>-1.79%</b>

Article 15 Question M	Capital Improvements	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Equipment	215,000.00	215,000.00	-	0.00%
	Municipal Facilities	35,000.00	35,000.00	-	0.00%
	Paving/Roads	320,000.00	260,000.00	(60,000.00)	-18.75%
	Technology	105,000.00	68,000.00	(37,000.00)	-35.24%
	Fire CIP	75,000.00	75,000.00	-	0.00%
	Playground Improvements	35,000.00	35,000.00	-	0.00%
	Land Improvements	-	10,000.00	10,000.00	n/a
	<b>Total</b>	<b>785,000.00</b>	<b>698,000.00</b>	<b>(87,000.00)</b>	<b>-11.08%</b>

Article 17 Question O	County Tax	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Assessment	788,378.00	784,426.00	(3,952.00)	-0.50%
	<b>Total</b>	<b>788,378.00</b>	<b>784,426.00</b>	<b>(3,952.00)</b>	<b>-0.50%</b>

Article 18 Question P	Raymond Village Library	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Raymond Village Library	60,000.00	66,000.00	6,000.00	10.00%
	<b>Total</b>	<b>60,000.00</b>	<b>66,000.00</b>	<b>6,000.00</b>	<b>10.00%</b>

Article 18 Question P	Provider Agencies	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Provider Agencies	2,000.00	2,000.00	-	0.00%
	<b>Total</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>-</b>	<b>0.00%</b>

Article 18 Question P	Regional Transportation	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Lake Region Bus	1,000.00	1,000.00	-	0.00%
	<b>Total</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>-</b>	<b>0.00%</b>

July 14 Vote	RSU #14 - Education	2019-2020 Budget	2020-2021 Proposed	\$ Change	% Change
	Assessment	10,418,235.00	10,730,753.00	312,518.00	3.00%
	<b>Total</b>	<b>10,418,235.00</b>	<b>10,730,753.00</b>	<b>312,518.00</b>	<b>3.00%</b>

<b>Expense Totals:</b>	<b>16,095,890.00</b>	<b>16,884,270.00</b>	<b>788,380.00</b>	<b>4.90%</b>
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# FY2019-2020 Proposed Budget Summaries

## Town of Raymond

### Revenues

Account	Change %	Change \$	20/21	19/20	18/19	17/18	16/17
Excise Taxes-Auto	4.85%	\$50,000	\$1,080,000	\$1,030,000	\$980,000	\$910,000	\$840,000
Excise Taxes-Boat	n/a	\$3,000	\$30,000	\$27,000	\$0	\$0	\$0
Excise Taxes-Airplanes	n/a	\$100	\$100	\$0	\$0	\$0	\$0
Interest Income - Taxes	-25.00%	(\$10,000)	\$30,000	\$40,000	\$40,000	\$35,000	\$35,000
Lien Charges	0.00%	\$0	\$9,000	\$9,000	\$9,000	\$11,000	\$6,500
Payment in lieu of taxes	0.00%	\$0	\$5,000	\$5,000	\$5,000	\$0	\$0
Local Road Assistance	-0.63%	(\$328)	\$51,860	\$52,188	\$51,000	\$51,368	\$51,500
Tree Growth	-6.94%	(\$500)	\$6,700	\$7,200	\$8,200	\$8,745	\$8,400
Veterans Exemption	-1.23%	(\$40)	\$3,200	\$3,240	\$3,000	\$3,000	\$2,600
Snowmobile Reimbursements	0.00%	\$0	\$2,100	\$2,100	\$2,100	\$2,200	\$2,200
General Assistance	21.74%	\$1,000	\$5,600	\$4,600	\$5,600	\$0	\$0
CEO/Planning Board Fees	0.00%	\$0	\$85,000	\$85,000	\$72,000	\$85,000	\$93,000
Municipal Fees	7.50%	\$1,500	\$21,500	\$20,000	\$20,000	\$20,000	\$18,500
Vital Statistics Fees	6.45%	\$200	\$3,300	\$3,100	\$3,500	\$3,500	\$3,200
Cable Franchise Agreement	0.49%	\$200	\$41,200	\$41,000	\$38,000	\$37,000	\$37,000
Parking Fines	0.00%	\$0	\$500	\$500	\$500	\$0	\$0
Public Safety Income - Town of Frye Island	0.00%	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Fire and Rescue Ambulance Collections	0.00%	\$0	\$150,000	\$150,000	\$170,000	\$150,000	\$147,000
Animal Control Fees	-31.25%	(\$500)	\$1,100	\$1,600	\$2,000	\$4,000	\$4,000
Publics Works Revenue	n/a	\$34,000	\$34,000	\$0	\$0	\$0	\$0
Solid Waste - Bag Tag Income	0.00%	\$0	\$200	\$200	\$200	\$100	\$100
Investment Income	33.33%	\$5,000	\$20,000	\$15,000	\$10,000	\$5,000	\$5,000
Miscellaneous	-65.60%	(\$16,400)	\$8,600	\$25,000	\$33,000	\$33,000	\$33,000
Perpetual Care	0.00%	\$0	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Luther Gulick Fund Contribution	-100.00%	(\$1,000)	\$0	\$1,000	\$2,000	\$3,000	\$3,000
Fund Balance Contribution	n/a	\$0	\$0	\$0	\$0	\$270,000	\$75,000
Health Insurance Reserve	-100.00%	(\$28,000)	\$0	\$28,000	\$52,496	\$20,000	\$0
Sign Reserve	n/a	\$0	\$0	\$0	\$0	\$14,371	\$0
Sign Donations	n/a	\$0	\$0	\$0	\$0	\$12,000	\$0
<b>Total</b>	<b>2.44%</b>	<b>\$38,232</b>	<b>\$1,607,960</b>	<b>\$1,569,728</b>	<b>\$1,526,596</b>	<b>\$1,697,284</b>	<b>\$1,384,000</b>



**Town of Raymond  
Town Meeting  
Expense Summary**

		% Change	\$ Change	20/21	19/20	18/19	17/18	16/17
ADMINISTRATION		6.33%	\$31,123	\$522,945	\$491,822	\$470,852	\$495,014	\$470,926
EMPLOYEE COMP & TRAINING		79.94%	\$21,325	\$48,000	\$26,675	\$36,419	\$65,500	\$15,841
ASSESSING		1.15%	\$682	\$59,733	\$59,051	\$73,540	\$57,709	\$56,261
CODE ENFORCEMENT		23.85%	\$22,628	\$117,514	\$94,886	\$93,900	\$108,372	\$102,900
TOWN BUILDINGS		10.82%	\$3,550	\$36,350	\$32,800	\$21,820	\$23,615	\$23,615
TECHNOLOGY		-1.49%	-\$2,600	\$172,165	\$174,765	\$179,271	\$184,271	\$184,271
COMMUNITY DEVELOPMENT		n/a	\$0	\$0	\$0	\$0	\$47,472	\$39,488
FIRE DEPARTMENT		13.85%	\$112,181	\$921,955	\$809,774	\$790,210	\$752,585	\$684,221
ANIMAL CONTROL		8.06%	\$2,603	\$34,915	\$32,312	\$19,229	\$19,322	\$20,222
PUBLIC WORKS & SNOW		9.78%	\$847,113	\$847,113	\$771,633	\$757,873	\$684,112	\$690,790
SOLID WASTE		-0.33%	\$337,346	\$337,346	\$338,458	\$332,008	\$323,762	\$316,262
CEMETERIES		22.45%	\$35,643	\$43,645	\$35,643	\$35,345	\$39,393	\$27,164
RECREATION		378.75%	\$74,614	\$94,314	\$19,700	\$19,000	\$16,921	\$15,788
PROVIDER AGENCIES		0.00%	\$0	\$2,000	\$2,000	\$0	\$0	\$0
REGIONAL TRANSPORTATION		0.00%	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$7,000
RAYMOND VILLAGE LIBRARY		10.00%	\$6,000	\$66,000	\$60,000	\$60,500	\$60,500	\$56,500
GENERAL ASSISTANCE		0.00%	\$0	\$8,000	\$8,000	\$8,000	\$6,000	\$6,000
EMPLOYEE BENEFITS		25.44%	\$126,437	\$623,437	\$497,000	\$456,866	\$421,180	\$417,521
INSURANCE		10.36%	\$7,839	\$83,500	\$75,661	\$68,191	\$61,977	\$85,459
DEBT SERVICE		-1.79%	-\$5,800	\$317,800	\$323,600	\$329,400	\$441,881	\$451,772
CIP		-11.08%	-\$87,000	\$698,000	\$785,000	\$570,000	\$617,000	\$535,000
<b>Total</b>		<b>8.53%</b>	<b>\$395,952</b>	<b>\$5,035,732</b>	<b>\$4,639,780</b>	<b>\$4,323,424</b>	<b>\$4,427,586</b>	<b>\$4,207,001</b>
TIF		13.49%	\$33,667	\$283,164	\$249,497	\$251,412	\$217,302	\$189,986
COUNTY TAX		-0.50%	-\$3,952	\$784,426	\$788,378	\$741,881	\$727,076	\$676,263
EDUCATION		3.00%	\$312,518	\$10,730,753	\$10,418,235	\$9,495,379	\$9,341,354	\$8,746,622
TASSEL TOP PARK		n/a	n/a	\$50,195				
<b>Grand Total</b>				<b>\$16,884,270</b>	<b>\$16,095,890</b>	<b>\$14,812,096</b>	<b>\$14,713,318</b>	<b>\$13,819,872</b>

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# Independent Auditors' Report

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## **TOWN OF RAYMOND**

**RAYMOND, MAINE**

**FINANCIAL AUDIT REPORT**

**JUNE 30, 2019**



**TOWN OF RAYMOND  
RAYMOND, MAINE  
JUNE 30, 2019**

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# Smith & Associates, CPAs

*A Professional Association*

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## **REPORT OF CERTIFIED PUBLIC ACCOUNTANTS**

### **Independent Auditors' Report**

Board of Selectmen and Manager  
TOWN OF RAYMOND  
Raymond, Maine

We have audited the accompanying financial statements of the governmental activities, business-type activities, each major fund, and remaining fund information of the Town of Raymond, Maine as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the financial statements as listed in the table of contents.

#### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditors' Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of financial statements in order to design audit procedures that are appropriate in the circumstance, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund, and remaining fund information of the Town of Raymond, as of June 30, 2019, and the changes in financial position and cash flows, where applicable, of those activities and funds and the budgetary comparison for the general fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

**Other Matter***Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management Discussion and Analysis (MD&A) be presented to supplement the financial statements. Such information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



SMITH & ASSOCIATES, CPAs  
*A Professional Association*

Yarmouth, Maine  
January 8, 2020



401 Webb's Mills Road  
Raymond, Maine 04071  
207.655.4742 x32

## Management's Discussion and Analysis

As the Town of Raymond's management, we offer readers of the Town of Raymond's financial statements this narrative overview and analysis of the financial activities of the Town of Raymond for the fiscal year ended June 30, 2019. This overview and analysis are referred to as Management's Discussion and Analysis (MD&A). We encourage readers to consider the information presented here in conjunction with the audited financial statements.

### Financial Highlights

- For the fiscal year ended June 30, 2019, the Town of Raymond's total net position increased by \$1,201,493, to total \$7,019,589. Of this amount, \$2,913,897 is classified as unrestricted net position, which is the largest component.
- The Town's total outstanding general obligation bonds decreased by \$679,758 during the current fiscal year, all attributable to scheduled retirements.
- The unassigned fund balance for the general fund at June 30, 2019 was \$2,041,651, a decrease of \$156,368 from June 30, 2018.
- The Town's policy is to maintain the unassigned fund balance at 15% of the tax commitment of the year just ended. This balance exceeds the policy by \$103,093 or 5%.

### Overview of the financial statements

This MD&A is intended to serve as an introduction to the Town of Raymond's basic financial statements which consist of the: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

**Government-wide financial statements.** The government-wide financial statements are designed to provide a broad overview of the Town of Raymond's finances, in a manner similar to a private-sector business. There are two government-wide statements: the statement of net position and the statement of activities.

The statement of net position presents information on all the Town's assets, liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as an indicator of whether the financial position of the Town is improving or deteriorating.

The statement of activities presents information on how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods. The government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities), from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities).

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Raymond, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The funds of the Town can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

*Governmental funds* -Most of the Town's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Town's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near term to finance the Town's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds in a reconciliation following each of the fund financial statements.

*Proprietary funds* - When the Town charges customers for the services it provides, these services are generally reported in proprietary funds, also known as enterprise funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Assets and the Statement of Activities. The activities of the Tassel Top Park are accounted for in the Town's only proprietary fund.

*Fiduciary funds* - Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The Town currently has no fiduciary funds.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

### **Comparative data**

The tables below provide a summary of the Town of Raymond's net assets and statement of activities for the year ended June 30, 2019, with comparative data for the previous year. Net assets serve as a useful indicator of the Town's financial position. Changes in net assets generally indicate the direction (positive and negative) of the Town's financial position over time.

## Management Discussion & Analysis

### Town of Raymond's Net Position

	<u>Governmental activities</u>		<u>Business-type activities</u>		<u>Total</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Current and other assets	\$ 4,072,916	\$ 4,805,095	\$ 87,574	\$ 73,723	\$ 4,160,490	\$ 4,878,818
Capital assets	5,577,442	4,729,254	-	-	5,577,442	4,729,254
Total assets	<u>9,650,358</u>	<u>9,534,349</u>	<u>87,574</u>	<u>73,723</u>	<u>9,737,932</u>	<u>9,608,072</u>
Long-term liabilities outstanding	2,365,166	2,978,512	-	-	2,365,166	2,978,512
Other liabilities	291,957	347,477	9,740	9,630	301,697	357,107
Total liabilities	<u>2,657,123</u>	<u>3,325,989</u>	<u>9,740</u>	<u>9,630</u>	<u>2,666,863</u>	<u>3,335,619</u>
Deferred inflows of resources	51,480	454,357	-	-	51,480	454,357
Net investment in capital assets	3,353,418	1,892,842	-	-	3,353,418	1,892,842
Restricted	752,274	1,212,110	-	-	752,274	1,212,110
Unrestricted	<u>2,836,063</u>	<u>2,649,051</u>	<u>77,834</u>	<u>64,093</u>	<u>2,913,897</u>	<u>2,713,144</u>
Total net position	<u>\$ 6,941,755</u>	<u>\$ 5,754,003</u>	<u>\$ 77,834</u>	<u>\$ 64,093</u>	<u>\$ 7,019,589</u>	<u>\$ 5,818,096</u>

The Town's net position reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment less accumulated depreciation); less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* may be used to meet the government's ongoing obligations to citizens and creditors.



## Management Discussion & Analysis

### Town of Raymond's Change in Net Position

	<u>Governmental activities</u>		<u>Business-type activities</u>		<u>Total</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
<b>Revenues:</b>						
<b>Program revenues</b>						
Charges for services	\$ 378,955	\$ 616,908	\$ 88,723	\$ 78,483	\$ 467,678	\$ 695,391
Operating grants and contributions	84,555	79,472			84,555	79,472
Capital grants and contributions	261,905	-			261,905	-
<b>General revenues</b>						
Property and excise taxes	14,092,290	13,619,973			14,092,290	13,619,973
Grants and contributions not restricted to specific programs	404,867	306,678			404,867	306,678
Unrestricted investment earnings	26,227	45,134			26,227	45,134
Other	9,834	(24,030)			9,834	(24,030)
<b>Total revenues</b>	<b>15,258,634</b>	<b>14,644,135</b>	<b>88,723</b>	<b>78,483</b>	<b>15,347,357</b>	<b>14,722,618</b>
<b>Expenses:</b>						
General government	974,501	1,124,171			974,501	1,124,171
Public works and sanitation	1,433,476	1,448,669			1,433,476	1,448,669
Public safety	842,631	856,516			842,631	856,516
Culture & recreation	197,987	89,565	74,982	70,177	272,969	159,742
Public health and welfare	6,317	7,101			6,317	7,101
Education	9,094,621	8,774,157			9,094,621	8,774,157
Employee benefits	404,406	374,186			404,406	374,186
County tax	741,881	727,076			741,881	727,076
Interest on long-term debt	40,440	34,027			40,440	34,027
Depreciation-unallocated	334,621	277,677			334,621	277,677
<b>Total expenses</b>	<b>14,070,882</b>	<b>13,713,145</b>	<b>74,982</b>	<b>70,177</b>	<b>14,145,864</b>	<b>13,783,322</b>
<b>Increase (decrease) in net position</b>	<b>1,187,752</b>	<b>930,990</b>	<b>13,741</b>	<b>8,306</b>	<b>1,201,493</b>	<b>939,296</b>
Net position beginning of year	5,754,003	4,823,013	64,093	55,787	5,818,096	4,878,800
<b>Net position end of year</b>	<b>\$ 6,941,755</b>	<b>\$ 5,754,003</b>	<b>\$ 77,834</b>	<b>\$ 64,093</b>	<b>\$ 7,019,589</b>	<b>\$ 5,818,096</b>

### Analysis of overall financial position and results of operations

The Statement of Activities indicates that total revenues exceeded total expense by \$1,187,752 indicating strong overall financial position for the year ended June 30, 2019.

### Analysis of significant individual fund balances, transactions, and changes in fund balances

**General Fund-** Revenues and transfers in exceeded expenditures and transfers out by \$171,746 increasing fund balance to \$2,494,953.

**Other Governmental Funds-** Fund balance in the other governmental funds decreased by \$453,956 for the year ended June 30, 2019. Significant capital expenditures occurred in Public safety and Public works during the current year.

### General fund budgetary highlights

As presented in Exhibit VII, the total gross budget for the year ended June 30, 2019, revenues exceeded expectations by \$146,950. Excise tax collections exceeded the budget of \$980,000 by \$132,026. Investment income exceeded budget by \$16,227.

Town department budgets were under spent by \$149,984 in total. The following departments were overspent: Animal control \$914, and Town buildings \$1,240. Departments underspent include:

## Management Discussion & Analysis

Administration, Compensation & Training, and Technology by \$41,456, \$43,059, and \$15,126 respectively.

**Capital assets.** Total additions to capital assets totaled \$1,182,807. The additions include a new fire and rescue vehicles for Public safety, a new plow truck and several new pieces of equipment and vehicles for Public works. Siding was replaced at Town hall.

Town of Raymond's Capital Assets (net of depreciation)

	<u>Governmental activities</u>		<u>Business-type activities</u>		<u>Total</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Capital assets not being depreciated:						
Land	\$ 298,923	\$ 298,923	\$ -	\$ -	\$ 298,923	\$ 298,923
Capital assets being depreciated:						
Buildings and improvements	2,088,865	2,085,884			2,088,865	2,085,884
Machinery and equipment	133,476	95,595			133,476	95,595
Vehicles	2,133,062	1,288,058			2,133,062	1,288,058
Infrastructure	923,116	960,794			923,116	960,794
Total	<u>\$ 5,577,442</u>	<u>\$ 4,729,254</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,577,442</u>	<u>\$ 4,729,254</u>

**Long-term debt.** At the end of the current fiscal year, the Town of Raymond had total bonded debt outstanding of \$2,114,758, all of which is general obligation debt.

The amount of principal debt retired on these bonds during the year totaled \$679,758. The ratio of outstanding debt to the State assessed value is 0.20%, well within the statutory requirement of 15%.

Additional long-term liabilities include lease purchase agreements and compensated absences.

Town of Raymond's Outstanding Long-term Debt

	<u>Governmental activities</u>		<u>Business-type activities</u>		<u>Total</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
General obligation bonds	\$ 2,114,758	\$ 2,794,516	\$ -	\$ -	\$ 2,114,758	\$ 2,794,516
Leases payable	109,267	40,909	-	-	109,267	40,909
Compensated absences	141,141	143,088	-	-	141,141	143,088
	<u>\$ 2,365,166</u>	<u>\$ 2,978,513</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,365,166</u>	<u>\$ 2,978,513</u>

### Economic factors and next year's budget and rate

The 2019-2020 municipal budget required a property tax rate increase of 6.75%, from a mil rate of \$12.60 per thousand to \$13.45 per thousand. The education component of the budget saw an increase of 2.9% in expenditures over the previous year, county tax increased 1.4%, and the municipal portion decreased 1.3%. The mil rate for 2019-2020 is \$12.60 per thousand of valuation.

The Town's policy for its general fund targets the unassigned fund balance at 15% of the same years tax commitment. For the year ended June 30, 2019; the target was \$1,938,558. The actual balance of \$2,041,651 is 5% or \$103,093 above that target.

**Requests for Information**

This financial report is designed to provide a general overview of the Town of Raymond's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for financial information should be addressed to the Town of Raymond, 401 Webbs Mills Road, Raymond, ME 04071.



**TOWN OF RAYMOND**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2019**

	Governmental	<u>Primary Government</u> Business- Type Activities	<u>Total</u>
	<u>Activities</u>	<u>Activities</u>	
<b>Assets</b>			
Cash and cash equivalents	\$ 3,280,954	\$ 600	\$ 3,281,554
Investments	353,819	-	353,819
Accounts receivable	68,524	-	68,524
Taxes receivable	258,480	-	258,480
Tax lien receivables	193,568	-	193,568
Inventories	4,545	-	4,545
Internal balances	(86,974)	86,974	-
Capital assets, net of accumulated depreciation	<u>5,577,442</u>	<u>-</u>	<u>5,577,442</u>
<b>Total Assets</b>	<u>\$ 9,650,358</u>	<u>\$ 87,574</u>	<u>\$ 9,737,932</u>
<b>Liabilities</b>			
Accounts payable	\$ 220,281	\$ 9,740	\$ 230,021
Accrued expenses	71,676	-	71,676
Noncurrent liabilities			
Due within one year	714,734	-	714,734
Due in more than one year	<u>1,650,432</u>	<u>-</u>	<u>1,650,432</u>
<b>Total Liabilities</b>	<u>\$ 2,657,123</u>	<u>\$ 9,740</u>	<u>\$ 2,666,863</u>
<b>Deferred Inflows of Resources - Prepaid Taxes</b>	<u>\$ 51,480</u>	<u>\$ -</u>	<u>\$ 51,480</u>
<b>Net position</b>			
<i>Net investment in capital assets</i>	\$ 3,353,418	\$ -	\$ 3,353,418
<i>Restricted</i>			
Permanent funds, nonexpendable	205,986	-	205,986
Capital projects funds	495,794	-	495,794
Tax increment financing	50,494	-	50,494
<i>Unrestricted</i>	<u>2,836,063</u>	<u>77,834</u>	<u>2,913,897</u>
<b>Total Net Position</b>	<u>\$ 6,941,755</u>	<u>\$ 77,834</u>	<u>\$ 7,019,589</u>

The notes to the financial statements are an integral part of this statement.

EXHIBIT II

TOWN OF RAYMOND  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2019

<u>Functions/Programs</u>	<u>Expenses</u>	Charges for <u>Services</u>	Operating Grants and <u>Contributions</u>	Capital Grants and <u>Contributions</u>	Governmental <u>Activities</u>	Net (expense) revenue and changes in net position	
						<u>Business- Type Activities</u>	<u>Total</u>
<u>Primary government</u>							
<b>Governmental activities</b>							
General government	\$ 974,501	\$ 153,415	\$ -	\$ -	\$ (821,086)	\$ -	\$ (821,086)
Public works and sanitation	1,433,476	42,920	80,035	-	(1,310,521)	-	(1,310,521)
Public safety	842,631	173,351	-	261,905	(407,375)	-	(407,375)
Culture and recreation	197,987	1,209	2,065	-	(194,713)	-	(194,713)
Public health and welfare	6,317	-	2,455	-	(3,862)	-	(3,862)
Education	9,094,621	8,060	-	-	(9,086,561)	-	(9,086,561)
Employee benefits	404,406	-	-	-	(404,406)	-	(404,406)
County tax	741,881	-	-	-	(741,881)	-	(741,881)
Interest on long-term debt	40,440	-	-	-	(40,440)	-	(40,440)
Depreciation-unallocated	334,621	-	-	-	(334,621)	-	(334,621)
<b>Total governmental activities</b>	<b>\$ 14,070,882</b>	<b>\$ 378,955</b>	<b>\$ 84,555</b>	<b>\$ 261,905</b>	<b>\$ (13,345,467)</b>	<b>\$ -</b>	<b>\$ (13,345,467)</b>
<b>Business-type activities</b>	<b>74,982</b>	<b>88,723</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,741</b>	<b>13,741</b>
<b>Total primary government</b>	<b>\$ 14,145,864</b>	<b>\$ 467,678</b>	<b>\$ 84,555</b>	<b>\$ 261,905</b>	<b>\$ (13,345,467)</b>	<b>\$ 13,741</b>	<b>\$ (13,331,726)</b>
<b>General revenues</b>							
Property and other taxes					\$ 14,092,290	\$ -	\$ 14,092,290
Grants and contributions not restricted to special programs					404,867	-	404,867
Unrestricted investment earnings					26,227	-	26,227
Miscellaneous					9,834	-	9,834
<b>Total general revenues</b>					<b>\$ 14,533,219</b>	<b>\$ -</b>	<b>\$ 14,533,219</b>
<b>Changes in net position</b>					<b>\$ 1,187,752</b>	<b>\$ 13,741</b>	<b>\$ 1,201,493</b>
<b>Net position-July 1, 2018</b>					<b>\$ 5,754,003</b>	<b>\$ 64,093</b>	<b>\$ 5,818,096</b>
<b>Net position-June 30, 2019</b>					<b>\$ 6,941,755</b>	<b>\$ 77,834</b>	<b>\$ 7,019,589</b>

The notes to the financial statements are an integral part of this statement.

**TOWN OF RAYMOND  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2019**

	General <u>Fund</u>	Other Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
<b>Assets</b>			
Cash and cash equivalents	\$ 3,280,954	\$ -	\$ 3,280,954
Investments	-	353,819	353,819
Accounts receivable	68,524	-	68,524
Taxes receivable	258,480	-	258,480
Tax liens receivable	193,568	-	193,568
Inventories	4,545	-	4,545
Prepaid expenses	-	-	-
Due from other funds	-	594,844	594,844
	<u>3,806,071</u>	<u>948,663</u>	<u>4,754,734</u>
<b>Total Assets</b>	<b>\$ 3,806,071</b>	<b>\$ 948,663</b>	<b>\$ 4,754,734</b>
<b>Deferred Outflows of Resources</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Assets and Deferred Outflows of Resources</b>	<b>\$ 3,806,071</b>	<b>\$ 948,663</b>	<b>\$ 4,754,734</b>
<b>Liabilities, Deferred Inflows of Resources and Fund Balances</b>			
<b>Liabilities</b>			
Accounts payable	\$ 220,281	\$ -	\$ 220,281
Accrued expenses	63,200	-	63,200
Due to other funds	681,818	-	681,818
	<u>965,299</u>	<u>-</u>	<u>965,299</u>
<b>Total Liabilities</b>	<b>\$ 965,299</b>	<b>\$ -</b>	<b>\$ 965,299</b>
<b>Deferred inflows of resources</b>			
Unavailable revenue-property taxes	\$ 345,819	\$ -	\$ 345,819
	<u>345,819</u>	<u>-</u>	<u>345,819</u>
<b>Fund Balance</b>			
<i>Nonspendable</i>			
Permanent funds-nonexpendable	\$ -	\$ 205,986	\$ 205,986
<i>Restricted</i>			
Tax increment financing	-	50,494	50,494
Capital projects	-	495,794	495,794
<i>Committed</i>			
General fund	453,302	-	453,302
Special revenue	-	41,256	41,256
<i>Assigned</i>			
Permanent funds-expendable	-	155,133	155,133
<i>Unassigned</i>			
General Fund	2,041,651	-	2,041,651
	<u>2,494,953</u>	<u>948,663</u>	<u>3,443,616</u>
<b>Total Fund Balance</b>	<b>\$ 2,494,953</b>	<b>\$ 948,663</b>	<b>\$ 3,443,616</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b>\$ 3,806,071</b>	<b>\$ 948,663</b>	<b>\$ 4,754,734</b>

The notes to the financial statements are an integral part of this statement.

**TOWN OF RAYMOND  
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO  
THE STATEMENT OF NET POSITION  
JUNE 30, 2019**

<b>Total fund balance-governmental funds</b>	\$	3,443,616
 <b>Amounts to be reported for governmental activities in the statement of net position is different because</b>		
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental funds balance sheet.		5,577,442
Interest payable on long-term debt does not require current financial resources. Therefore, interest payable is not recorded as a liability in the governmental funds balance sheet.		(8,476)
Property tax revenues that are not available to pay for current period expenditures, are reported as a deferred inflow of resources on the governmental funds balance sheet.		294,339
Long term-liabilities are not due and payable in the current period and therefore, are not reported in the governmental funds balance sheet		
Due in one year	\$ 714,734	
Due in more than one year	1,509,291	
Accrued compensated absences	141,141	(2,365,166)
<b>Net position of governmental activities</b>		<b>\$ 6,941,755</b>

The notes to the financial statements are an integral part of this statement.

**TOWN OF RAYMOND**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

	General	Other	Total
	Fund	Governmental	Governmental
	<u>Fund</u>	<u>Funds</u>	<u>Funds</u>
<b>Revenues</b>			
Property and other taxes	\$ 13,837,557	\$ 246,394	\$ 14,083,951
Intergovernmental	461,247	290,080	751,327
Licences, permits, and fees	153,416	405	153,821
Charges for services	160,947	-	160,947
Investment income	26,227	20,151	46,378
Miscellaneous	9,834	44,037	53,871
	<u>                  </u>	<u>                  </u>	<u>                  </u>
<b>Total Revenues</b>	<u>\$ 14,649,228</u>	<u>\$ 601,067</u>	<u>\$ 15,250,295</u>
<b>Expenditures</b>			
General government	\$ 923,043	\$ 177,797	\$ 1,100,840
Public works and sanitation	1,096,139	913,055	2,009,194
Public safety	812,056	551,024	1,363,080
Culture and recreation	121,822	76,165	197,987
Public health and welfare	5,156	1,161	6,317
Education	9,479,579	4,800	9,484,379
County tax	741,881	-	741,881
Debt service	329,400	42,021	371,421
Employee benefits	404,406	-	404,406
	<u>                  </u>	<u>                  </u>	<u>                  </u>
<b>Total Expenditures</b>	<u>\$ 13,913,482</u>	<u>\$ 1,766,023</u>	<u>\$ 15,679,505</u>
<b>Excess (Deficiency) of Revenue Over (Under)</b>			
Expenditures	<u>\$ 735,746</u>	<u>\$ (1,164,956)</u>	<u>\$ (429,210)</u>
<b>Other Financing Sources (Uses)</b>			
Loan proceeds	\$ -	\$ 147,000	\$ 147,000
Operating transfers in	6,000	571,509	577,509
Operating transfers (out)	(570,000)	(7,509)	(577,509)
	<u>                  </u>	<u>                  </u>	<u>                  </u>
<b>Total Other Financing Sources (Uses)</b>	<u>\$ (564,000)</u>	<u>\$ 711,000</u>	<u>\$ 147,000</u>
<b>Net Change in Fund Balance</b>	<u>\$ 171,746</u>	<u>\$ (453,956)</u>	<u>\$ (282,210)</u>
<b>Fund Balance-July 1, 2018</b>	<u>2,323,207</u>	<u>1,402,619</u>	<u>3,725,826</u>
<b>Fund Balance-June 30, 2019</b>	<u>\$ 2,494,953</u>	<u>\$ 948,663</u>	<u>\$ 3,443,616</u>

The notes to the financial statements are an integral part of this statement.



**TOWN OF RAYMOND  
RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR JUNE 30, 2019**

**Net change in fund balance-total governmental funds** \$ (282,210)

**Amounts reported for governmental activities in the statement of net position are different because**

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount of capital assets recorded in the current period.	1,182,809
Depreciation expense on capital assets is reported in the government-wide statement of activities and changes in net position, but they do not require the use of current financial resources. Therefore, depreciation expense is not reported as an expenditure in the governmental funds.	(334,621)
This issuance of long-term debt provides current financial resources to the governmental funds, while principal repayment reduces such resources. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of issuance cost, premiums and similar items when the debt is first issued, whereas the amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.	611,399
Changes in accrued compensated absences are reported in the statement of activities, but are not reported in the governmental funds.	1,947
Some property tax revenues will not be collected for several months after the Town's fiscal year ends; they are not considered current financial resources in the governmental funds. This amount is the net effect of the differences.	8,339
Accrued interest expense on long term debt is reported in the government-wide statement of activities and changes in net position, but does not require the use of current financial resources. Accrued interest is not reported in the governmental funds.	89
<b>Change in net position of governmental activities</b>	<u>\$ 1,187,752</u>

The notes to the financial statements are an integral part of this statement.

**TOWN OF RAYMOND  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2019**

	<u>Original</u>	<u>Budget Final</u>	<u>Actual Amounts</u>	Variance with Final Budget Positive (Negative)
<b>Revenues</b>				
Property and other taxes	\$ 13,734,022	\$ 13,734,022	\$ 13,837,557	\$ 103,535
Intergovernmental	404,056	404,056	461,247	57,191
Licenses, permits, and fees	136,200	136,200	153,416	17,216
Charges for services	185,000	185,000	160,947	(24,053)
Investment income	10,000	10,000	26,227	16,227
Miscellaneous	33,000	33,000	9,834	(23,166)
<b>Total revenues</b>	<u>\$ 14,502,278</u>	<u>\$ 14,502,278</u>	<u>\$ 14,649,228</u>	<u>\$ 146,950</u>
<b>Expenditures</b>				
General government	\$ 944,993	\$ 1,020,545	\$ 923,043	97,502
Public works and sanitation	1,089,881	1,100,480	1,096,139	4,341
Public safety	809,439	812,689	812,056	633
Culture and recreation	114,845	122,845	121,822	1,023
Public health and welfare	8,000	8,000	5,156	2,844
Education	9,495,469	9,495,469	9,479,579	15,890
County tax	741,881	741,881	741,881	-
Debt service	329,400	329,400	329,400	-
Employee benefits	404,370	432,157	404,406	27,751
<b>Total Expenditures</b>	<u>\$ 13,938,278</u>	<u>\$ 14,063,466</u>	<u>\$ 13,913,482</u>	<u>\$ 149,984</u>
<b>Excess (Deficiency) of Revenue Over (Under)</b>				
Expenditures	<u>\$ 564,000</u>	<u>\$ 438,812</u>	<u>\$ 735,746</u>	<u>\$ 296,934</u>
<b>Other Financing Sources (Uses)</b>				
Transfers in	\$ 6,000	\$ 6,000	\$ 6,000	\$ -
Transfers (out)	<u>(570,000)</u>	<u>(570,000)</u>	<u>(570,000)</u>	<u>-</u>
<b>Total Other Financing Sources (Uses)</b>	<u>\$ (564,000)</u>	<u>\$ (564,000)</u>	<u>\$ (564,000)</u>	<u>\$ -</u>
<b>Net Change in Fund Balance</b>	\$ -	\$ (125,188)	\$ 171,746	\$ 296,934
<b>Fund Balance-July 1, 2018</b>	<u>2,323,207</u>	<u>2,323,207</u>	<u>2,323,207</u>	<u>-</u>
<b>Fund Balance-June 30, 2019</b>	<u>\$ 2,323,207</u>	<u>\$ 2,198,019</u>	<u>\$ 2,494,953</u>	<u>\$ 296,934</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT VIII**

**TOWN OF RAYMOND  
STATEMENT OF NET POSITION  
PROPRIETARY FUNDS  
JUNE 30, 2019**

	Business-Type Activities Enterprise <u>Funds</u>
<b>Assets</b>	
Cash and cash equivalents	\$ 600
Investments	-
Accounts receivable	86,974
Taxes receivable	-
Tax lien receivables	-
Inventories	-
Prepaid expenses	-
Capital assets, net of accumulated depreciation	-
<b>Total Assets</b>	<b>\$ 87,574</b>
<b>Deferred Outflows of Resources</b>	<b>\$ -</b>
<b>Liabilities</b>	
Accounts payable	\$ 9,740
Accrued expenses	-
Noncurrent liabilities	-
Due within one year	-
Due in more than one year	-
<b>Total Liabilities</b>	<b>\$ 9,740</b>
<b>Deferred Inflows of Resources</b>	<b>\$ -</b>
<b>Net position</b>	
<i>Unrestricted</i>	77,834
<b>Total Net Position</b>	<b>\$ 77,834</b>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT IX**

**TOWN OF RAYMOND  
STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN NET POSITION  
PROPRIETARY FUNDS  
FOR THE YEAR JUNE 30, 2019**

	Business-Type Activities Enterprise <u>Funds</u>
<b>Operating Revenues</b>	
Charges for services	
User fees	\$ 88,723
<b>Total Operating Revenues</b>	<u>\$ 88,723</u>
<b>Operating Expenses</b>	
Recreation	\$ 74,982
<b>Total Operating Expenses</b>	<u>\$ 74,982</u>
<b>Changes in Net Position</b>	\$ 13,741
<b>Net Position-July 1, 2018</b>	<u>\$ 64,093</u>
<b>Net Position-June 30, 2019</b>	<u><u>\$ 77,834</u></u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT X**

**TOWN OF RAYMOND  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR JUNE 30, 2019**

	Business-Type Activities Enterprise <u>Funds</u>
<b>Cash flows from operating activities</b>	
Received from customers	\$ 88,833
Payments to vendors and employees	<u>(74,982)</u>
<b>Net cash provided by operating activities</b>	<u>\$ 13,851</u>
<b>Cash flows from noncapital and related financing activities</b>	
Change in due to/from general fund	<u>\$ (17,400)</u>
<b>Total cash flows from noncapital and related financing activities</b>	<u>\$ (17,400)</u>
<b>Net increase (decrease) in cash</b>	\$ (3,549)
<b>Cash-July 1, 2018</b>	<u>4,149</u>
<b>Cash-June 30, 2019</b>	<u>\$ 600</u>
<b>Reconciliation of operating income to net cash provided by (used) in operating activities</b>	
Changes in net position	<u>\$ 13,741</u>
<b>Adjustments to reconcile operating income to net cash provided by (used) in operating activities</b>	
(Increase) decrease in accounts receivable	-
Increase (decrease) in accounts payable	<u>110</u>
<b>Total adjustments</b>	<u>\$ 110</u>
<b>Net cash provided by (used) in operating activities</b>	<u>\$ 13,851</u>

The notes to the financial statements are an integral part of this statement.

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. – General Statement**

The Town of Raymond, Maine was incorporated in 1803 under the laws of the State of Maine and currently operates under a Selectmen/Manager Form of Government.

The accounting and reporting policies of the Town relating to the funds and account groups included in the accompanying financial statements conform to generally accepted accounting principles as applicable to state and local governments. Generally accepted accounting principles for local governments include those principles prescribed by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants in the publication entitled *Audits of State and Local Governmental Units* and by the Financial Accounting Standards Board (when applicable). The more significant accounting policies of the Town are described below.

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments*. Certain of the significant changes in the Statement include the following:

The financial statements include:

- A Management Discussion and Analysis (MD&A) section providing an analysis of the Town’s overall financial position and results of operations. Management of the Town of Raymond has elected to omit the MD&A as indicated in the Independent Auditors’ Report as have many other Maine municipalities.
- Financial statements prepared using full accrual accounting for all of the Town’s activities.
- A change in the fund financial statements to focus on the major funds.

These and other changes are reflected in the accompanying financial statements including notes to financial statements.

**B. – Financial Reporting Entity**

The Town's combined financial statements include the accounts of all Town of Raymond operations. The criteria for including organizations as component units within the Town's reporting entity, as set forth in Section 2100 of GASB's *Codification of Governmental Accounting and Financial Reporting Standards*, include whether:

- The organization is legally separate (can sue and be sued in their own name).
- The Town holds the corporate powers of the organization.
- The Town appoints a voting majority of the organization's board.
- The Town can impose its will on the organization.

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

- The organization has the potential to impose a financial benefit/burden on the Town.
- There is fiscal dependency by the organization on the Town.

Based on the aforementioned criteria, the Town of Raymond has no component units that are not included in this report.

**C. – Financial Statements – Government-Wide Statements**

The Town's financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (reporting the Town's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type.

In the government-wide Statement of Net Position, both the governmental and business-type activities columns (a) are presented on a consolidated basis by column (b) and are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Town's net position is reported in three parts – net investment in capital assets; restricted net position; and unrestricted net position. The Town first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Town's functions. The functions are also supported by general government revenues (property taxes, certain intergovernmental revenues, charges for services, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Program revenues must be directly associated with the function or a business-type activity. Operating grants include operating-specific and discretionary (whether operating or capital) grants while the capital grants column reflects capital-specific grants.

The net costs (by function) are normally covered by general revenue (property taxes, intergovernmental revenues, interest income, etc.).

**D. – Financial Statements – Fund Financial Statements**

The financial transactions of the Town are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements. The following fund types are used by the Town.

**Governmental Funds**

The focus of the governmental funds measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Town:

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

*General Fund* is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

*Special Revenue Funds* are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

*Capital Projects Funds* are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by business-type/proprietary funds).

*Permanent Funds* are used to report resources that are legally restricted to the extent that only earning, and not principal may be used for the purposes that support the reporting government's programs, that is, for the benefit of the government or its citizenry. A permanent fund would be used, for example, to account for the perpetual care endowment of a municipal cemetery.

**Proprietary Funds**

The focus of proprietary fund measurement is upon determination of operating income, changes in net position, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The following is a description of the proprietary funds of the Town of Raymond:

*Enterprise Funds* are required to be used to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has a third party requirement that the cost of providing services, including capital costs, be recovered with fees and charges or (c) establishes fees and charges based on a pricing policy designed to recover similar costs. The Tassel Top program operates in a manner similar to private business enterprises. The intent is that costs for these services provided to the general public on a continuing basis be recovered or financed primarily through charges to users.

The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories. Nonmajor funds by category are summarized into a single column. GASBS No. 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination of major funds. The nonmajor funds are combined in a column in the fund financial statements.

**E. – Measurement Focus/Basis of Accounting**

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.



**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

The government-wide statements and fund financial statements for proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus means all assets and liabilities (whether current or non-current) are included on the statement of net position and the operating statements present increases (revenues) and decreases (expenses) in net total assets. Under the accrual basis of accounting, revenues are recognized when earned. Expenses are recognized at the time the liability is incurred.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

**F. – Budgetary Control**

Formal budgetary accounting is employed as a management control for the general fund of the Town of Raymond. The Town of Raymond's policy is to adopt an annual budget for operations. The budget is presented on the modified accrual basis of accounting, which is consistent with generally accepted accounting principles.

The following procedures are followed in establishing budgetary data reflected in the financial statements:

1. Early in the second half of the last fiscal year the Town prepared a budget for this fiscal year beginning July 1. The operating budget includes proposed expenditures and the means of financing them.
2. A meeting of the inhabitants of the Town of Raymond was then called for the purpose of adopting the proposed budget after public notice of the meeting was given.
3. The budget was adopted subsequent to passage by the inhabitants of the Town.

The Town does not adopt budgets for the Special Revenue Funds.

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**G. – Cash, Cash Equivalents and Investment**

Maine statutes authorize the Town to invest in obligations of the U.S. Treasury and U.S. agencies, repurchase agreements and certain corporate stocks and bonds. Generally, the Town invests certain funds in checking, savings accounts or certificates of deposit.

The Town has defined cash and cash equivalents to include cash on hand, demand deposits, and cash with fiscal agent. Investments are recorded at fair market value.

**H. – Capital Assets**

Capital assets purchased or acquired with an original cost of \$7,500 or more (\$10,000 for building additions) are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings and improvements	7-40 years
Equipment	5-20 years
Vehicles	5-20 years
Infrastructure	40 years

The Town of Raymond has elected not to retroactively report their major general infrastructure assets.

**I. – Compensated Absences**

The Town of Raymond recognizes accumulated sick leave compensation during the period in which the related liability is incurred. In compliance with Town personnel policies the liability for accrued compensated absence pay was \$141,141 at June 30, 2019.

**J. – Interfund Activity**

Interfund activity is reported as either loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide financial statements.

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**K. – Deferred Outflows and Inflows of Resources**

The GASB emphasizes in GASB 63 that deferred inflows and deferred outflows are not assets or liabilities and therefore should be separately categorized in the financial statements.

*Deferred Outflows of Resources* - a consumption of net position by the government that is applicable to a future reporting period. It has a positive effect on net position, similar to assets.

*Deferred Inflows of Resources* - an acquisition of net position by the government that is applicable to a future reporting period. It has a negative effect on net position, similar to liabilities.

Per Exhibit I there were no deferred outflows of resources at the government-side level and deferred inflows of resources amounted to \$51,480. Per Exhibit III, there were no deferred outflows of resources, and deferred inflows of resources amounted to \$345,819.

**L. – Equity Classifications**

**Government-Wide Statements**

Net position represents the differences between assets and liabilities. Equity is classified as net position and displayed in three components:

- Net investment in capital assets– consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- Restricted net position – consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- Unrestricted net position – all other net positions that do not meet the definition of “restricted” or “net investment in capital assets.”

**Fund Financial Statements**

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The Town itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

In the fund financial statements, governmental fund balance is presented in five possible categories:

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Nonspendable – resources which cannot be spent because they are either a) not in spendable form; or b) legally or contractually required to be maintained intact.

Restricted – resources with constraints placed on the use of resources are either a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

Committed – resources which are subject to limitations the Town imposes upon itself at its highest level of decision-making, and that remain binding unless removed in the same manner. The Town meeting is the highest level of decision-making authority and can commit fund balance by ordinance.

Assigned – resources neither restricted nor committed for which the Town has a stated intended use as established by the Board of Selectmen.

Unassigned – resources which cannot be properly classified in one of the other four categories. The General Fund should be the only fund that reports a positive unassigned fund balance amount.

**M. – Use of Estimates**

Preparation of financial statements in conformity with GAAP requires the use of management’s estimates and assumptions. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those estimates.

**N. – Inventories**

All inventories are valued at the lower of cost (average cost) or market value in governmental and business-type funds.

**O. – Accounts Receivable**

Accounts Receivable at June 30, 2019, primarily consist of miscellaneous intergovernmental and rescue receivables. There is no allowance for doubtful accounts for receivables for the Town as they are all deemed to be collectible.

**NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS**

**Deposits**

*Custodial Credit Risk – Deposits* – Custodial credit risk is the risk that in the event of a bank failure, the Town’s deposits may not be returned to it. The Town’s policy is to invest in only financial institutions that are insured by the F.D.I.C. or additional insurance. As of June 30, 2019, the Town reported deposits of \$3,281,554 with a bank balance of \$3,559,743. The Town’s bank balances were covered by the F.D.I.C. The Town’s deposits have been reported as \$3,280,954 in governmental activities and \$600 in business-type activities.

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS (CONTINUED)**

**Investments**

The Town’s investments are subject to the following risks:

*Market Risk* – The risk that the market value of an investment or of collateral will decline.

*Credit Risk* – The risk that a counterparty to an investment transaction will not fulfill its obligations.

*Concentration of Credit Risk* – The risk of loss attributed to the magnitude of a government’s investment in a single issuer.

*Interest Rate Risk* – The risk that changes in interest rates will adversely affect the fair value of an investment or deposit.

*Custodial Credit Risk – Investments* – For investments, custodial credit risk is the risk that, in the event of failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. None of the Town’s investments were subject to custodial credit risk.

The Town does not have a formal investment policy covering these areas of risk. At June 30, 2019, the Town’s investment balances were as follows:

	<u>Fair value</u>	<u>Less than one year</u>	<u>1-5 years</u>	<u>More than 5 years</u>
<b>Cash and cash equivalents</b>				
Federal obligations	\$ 2,447	\$ 2,447	\$ -	\$ -
<b>Debt Instruments</b>				
US Treasury notes	\$ 29,938	\$ 29,747	\$ -	\$ -
<b>Equities</b>				
Mutual funds-equities	239,104	n/a	n/a	n/a
<b>Fixed income</b>				
Mutual funds-bonds	<u>82,330</u>	<u>n/a</u>	<u>n/a</u>	<u>n/a</u>
<b>Total investments</b>	<u>\$ 353,819</u>	<u>\$ 32,194</u>	<u>\$ -</u>	<u>\$ -</u>

Investments have been reported in the governmental funds as follows: \$ 353,819

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. All of the Town’s investments above are measured at fair value on a recurring basis using Level 1 inputs.

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 3 – PROPERTY TAXES**

The Town is responsible for assessing, collecting and distributing property taxes in accordance with enabling state legislation. The Town of Raymond’s property tax is levied on the assessed value listed as of the prior April 1<sup>st</sup> for all taxable real and personal property located in the Town. Assessed values are periodically established by the Board of Assessors at 100% of assumed market value. The net assessed value for the list of Aprils 1, 2018, upon which the levy for the year ended June 30, 2019, was based, amounted to \$1,025,691,800, which is 96.08% State’s 2018 assessed value of \$1,067,550,000.

The Town is permitted by the laws of the State of Maine to levy taxes up to 105% of its net budgeted expenditures for the related fiscal period. The amount raised in excess of 100% is referred to as overlay and amounted to \$6,000 for the year ended June 30, 2019.

Tax liens are placed on real property within twelve months following the tax commitment date if taxes are delinquent. The Town has the authority to foreclose on property eighteen months after the filing of the lien if tax liens and associated costs remain unpaid. The following summarizes the 2018-2019 levy:

Assessed value	\$ 1,049,525,100
Less: BETE	(4,173,300)
Less: Homestead exemption	<u>(19,660,000)</u>
Net assessed value	\$ 1,025,691,800
Tax rate (per \$1,000)	<u>12.60</u>
Commitment	\$ 12,923,717
Supplemental taxes assessed	<u>13,640</u>
Subtotal	\$ 12,937,357
Less: Collections	<u>(12,661,933)</u>
Receivable at year end	<u><u>\$ 275,424</u></u>
Collection rate	<u><u>97.87%</u></u>

Property taxes on real and personal property accounts were due October 31, 2018, and April 30, 2019. Interest was charged at a rate of 8% on delinquent accounts after those dates.

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 4 – CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2019, was as follows:

	Beginning Balance <u>July 1</u>	Additions/ <u>Completions</u>	Retirements/ <u>Adjustments</u>	Ending Balance <u>June 30</u>
<b>Governmental Activities</b>				
<i>Capital assets not being depreciated</i>				
Land	\$ 298,923	\$ -	\$ -	\$ 298,923
<i>Capital assets being depreciated</i>				
Buildings and improvements	\$ 3,501,906	\$ 94,388	\$ -	\$ 3,596,294
Machinery and equipment	548,754	47,391	(47,422)	548,723
Vehicles	2,652,401	1,041,028	(126,500)	3,566,929
Infrastructure	1,507,130	-	-	1,507,130
Total capital assets being depreciated	<u>\$ 8,210,191</u>	<u>\$ 1,182,807</u>	<u>\$ (173,922)</u>	<u>\$ 9,219,076</u>
<i>Less: accumulated depreciation</i>				
Buildings and improvements	\$ 1,416,022	\$ 91,407	\$ -	\$ 1,507,429
Machinery and equipment	453,159	9,510	(47,422)	415,247
Vehicles	1,364,343	196,024	(126,500)	1,433,867
Infrastructure	546,336	37,678	-	584,014
Total accumulated depreciation	<u>\$ 3,779,860</u>	<u>\$ 334,619</u>	<u>\$ (173,922)</u>	<u>\$ 3,940,557</u>
Total capital assets being depreciated-net	<u>\$ 4,430,331</u>	<u>\$ 848,188</u>	<u>\$ (347,844)</u>	<u>\$ 5,278,519</u>
<b>Governmental activities capital assets - net</b>	<u>\$ 4,729,254</u>	<u>\$ 848,188</u>	<u>\$ (347,844)</u>	<u>\$ 5,577,442</u>

Depreciation expense has not been charged as a direct expense.

**TOWN OF RAYMOND  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**NOTE 5 – LONG-TERM DEBT**

At June 30, 2019, bonds and leases payable consisted of the following individual issues:

	<u>Governmental Activities</u>
<b>Maine Municipal Bond Bank</b>	
1999 School Bond, interest rates of 4.04%-5.24%, annual principal payments of 389,757, maturity 2019.	\$ 389,758
<b>Gorham Savings Bank</b>	
General obligation bonds of 2013, interest rates of 2.0%-2.5% payable semi annually, annual principal rates of \$200,000, maturity 2024	1,200,000
General obligation bonds of 2015, interest rates of 2.0% payable semi annually, annual principal payments of \$90,000 reduced to \$85,000 in 2024.	525,000
Lease purchase agreements for equipment, amount financed \$147,000, annual payments of \$39,455, maturity in 2021.	<u>109,267</u>
<b>Total general obligation bonds and lease purchase agreements</b>	<b><u><u>\$ 2,224,025</u></u></b>

**Changes in Outstanding Debt**

Transactions for the year ended June 30, 2019, are summarized as follows:

	Balance <u>July 1</u>	Issues or <u>Additions</u>	Payments or <u>Expenditures</u>	Balance <u>June 30</u>	Due within <u>one year</u>
<b>Governmental activities</b>					
General obligation bonds	\$ 2,794,516	\$ -	\$ 679,758	\$ 2,114,758	\$ 679,758
Leases payable	40,909	147,000	78,642	109,267	34,976
Compensated absences	<u>143,088</u>	<u>77,194</u>	<u>79,141</u>	<u>141,141</u>	<u>-</u>
<b>Total</b>	<b><u><u>\$ 2,978,513</u></u></b>	<b><u><u>\$ 224,194</u></u></b>	<b><u><u>\$ 837,541</u></u></b>	<b><u><u>\$ 2,365,166</u></u></b>	<b><u><u>\$ 714,734</u></u></b>



**TOWN OF RAYMOND  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**NOTE 5 – LONG-TERM DEBT (CONTINUED)**

**Annual Requirements to Retire Debt Obligations**

The annual aggregate maturities for each debt type for the years subsequent to June 30, 2019, are as follows:

<u>Year ending June 30</u>	<u>Governmental activities</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019/2020	\$ 679,758	\$ 33,600	\$ 713,358
2020/2021	290,000	27,800	317,800
2021/2022	290,000	22,000	312,000
2022/2023	285,000	16,250	301,250
2023/2024	285,000	10,050	295,050
2024/2025	285,000	3,350	288,350
	<u>\$ 2,114,758</u>	<u>\$ 113,050</u>	<u>\$ 2,227,808</u>

The following is a schedule of future minimum lease payments for the capital leases together with the present value of net minimum lease payments as of June 30, 2019:

<u>Year ended June 30</u>	<u>Total</u>
2019/2020	\$ 39,455
2020/2021	39,455
2021/2022	<u>39,455</u>
<b>Total minimum lease payments</b>	<b>\$ 118,365</b>
Less: amount representing interest	<u>(9,098)</u>
<b>Present value of future minimum lease payment</b>	<b><u>\$ 109,267</u></b>

In accordance with 30-A MRSA, Section 5702, as amended, the amount of long-term debt that can be incurred by the Municipality is limited by state statute. Total outstanding long-term obligations during a year can be no greater than 7.5%, with certain exceptions, of the state valuation of taxable property as of the beginning of the fiscal year. As of June 30, 2019, the amount of outstanding long-term debt was equal to 0.22% of property valuation for the year then ended.

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 6 – DEFERRED COMPENSATION**

The Town of Raymond provides retirement pension plan for its employees through a deferred compensation plan.

*A. Description of the Plan*

The government offers its employees a deferred compensation plan created on November 17, 1992 in accordance with Internal Revenue Code Section 457. The plan, available to all government employees, permits them to defer a portion of their salary until future years. Participation in the plan is optional. Currently, twelve employees participate in the International City/County Management Association Retirement Corporation (ICMA-RC) plan.

The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the government subject only to the claims of the government's general creditors. Participants' rights under the plan are equal to those of a general creditor of the government in an amount equal to the fair market value of the deferred account for each participant.

It is the opinion of the government's legal counsel that the government has no liability for losses under the plan but does have the duty of due care that would be required of an ordinary prudent investor. The government believes it is unlikely that it will use the assets to satisfy the claims of general creditors in the future.

*B. Funding Policy*

The Town of Raymond, under ICMA 457 Deferred Compensation Plan, contributes 0.50% - 5% of the employee's annual salary for regular full-time employees, after six months of employment for employees who contribute as least as much as the Town contributes. Contributions by the town are based on length of employment.

Employees eligible to receive family health care benefits but electing not to take advantage of the employee benefit will be eligible to receive one-half the cash value (up to a dollar value of \$3,454 family or \$2,413 two person) of the difference in cost between the family plan and the single subscriber plan. This benefit will be paid in the form of an increase retirement contribution to qualified programs outlined in personnel policy or utilized toward the cost of Town sponsored life insurance premiums. Currently, three employees receive an additional match to their deferred compensation plan.

Investments are managed by the plan's trustee under several different investment options. The choice of the investment options is made by the participants. Total eligible pension plan wages were \$758,395 for the year ended June 30, 2019. Total contributions on behalf of the Town amounted to \$48,403. Eligible wages and employer contributions for the past five years are as follows:

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 6 – DEFERRED COMPENSATION (CONTINUED)**

<u>Year</u>	Employer contribution <u>rate</u>	Employer <u>contributions</u>	Eligible <u>wages</u>
2018/2019	0.50%-5.00%	\$ 48,403	\$ 758,395
2017/2018	0.50%-5.00%	42,750	679,852
2016/2017	0.50%-5.00%	43,727	655,532
2015/2016	0.50%-5.00%	43,341	678,688
2014/2015	0.50%-5.00%	44,809	691,809

**NOTE 7 – INTERFUND ACTIVITY**

Interfund balances at June 30, 2019, consisted of the following:

<b>Due to</b>		
Enterprise fund		\$ 86,974
Non major governmental funds		
Special revenue funds		91,750
Capital projects funds		495,794
Trust Funds		<u>7,300</u>
<b>Total</b>		<u>\$ 681,818</u>
 <b>Due from</b>		
General fund		<u>\$ 681,818</u>

These balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and (2) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

Interfund transfers for the year ended June 30, 2019, consisted of the following:

**TOWN OF RAYMOND  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**NOTE 7 – INTERFUND ACTIVITY (CONTINUED)**

<b>Transfer to</b>	
Non major governmental funds	
Capital projects funds	\$ 571,509
General fund	6,000
<b>Total</b>	<b>\$ 577,509</b>
 <b>Transfer from</b>	
General fund	
Special revenue funds	1,509
Trust Funds	6,000
<b>Total</b>	<b>\$ 577,509</b>

**NOTE 8 – RISK MANAGEMENT**

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. There have been no significant reductions in insurance coverages during the fiscal year and no significant settlements that exceeded insurance coverage.

**NOTE 9 – OVERLAPPING DEBT**

The Town's proportionate share of Cumberland County's debt is not recorded in the financial statements of the Town of Raymond. At June 30, 2019, the Town's share was 2.45% (or \$928,403) of the County's outstanding debt of \$37,893,997.

The Town's proportionate share of the Portland Water District's debt is not recorded in the financial statements of the Town of Raymond. At June 30, 2019, the Town's share was 2.1% (or \$1,940,940) of the District's outstanding debt of \$92,400,239.

**NOTE 10 – FUND BALANCE APPROPRIATIONS**

At the Annual Town Meeting held on June 4, 2019 the Townspeople voted appropriations of up to \$375,000 of general fund balance to be used to reduce the subsequent year's property taxes.

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 11 – TAX INCREMENT FINANCING DISTRICT**

On March 20, 1999, the Town of Raymond voters designated certain property along the Portland Natural Gas Transmission System as a municipal development and tax increment financing (TIF) district pursuant to the Maine Revised Statutes. The TIF district will be utilized to facilitate economic and community development within the Town of Raymond's business district.

The Town will retain the net new property tax generated by new investment in the TIF district for the activities that will provide new employment and community development opportunities and/or improve and broaden the tax base. Over the 30-year life of the TIF, approximately \$2.5 million will be generated.

**NOTE 12 – GOVERNMENTAL FUND BALANCES**

GASB Statement 54 clarifies the existing governmental fund type definitions and provides clearer fund balance categories and classifications. The hierarchical fund balance classification is based primarily upon the extent to which a government is bound to follow constraints on resources in governmental funds and includes the terms: nonspendable, committed, restricted, assigned, and unassigned.

A positive amount of unassigned fund balance will never be reported in a governmental fund other than the general fund, because GASB Statement 54 prohibits reporting resources in another fund unless they are at least assigned to the purpose of that fund. However, funds other than the general fund could report a negative amount of unassigned fund balance should the total of nonspendable, restricted and committed fund balance exceeds the total net resources of the fund. The Town of Raymond has the responsibility for committing fund balance amounts and likewise would be required to modify or rescind those commitments.

A per Exhibit III, a summary of the nature and purpose of these reserves by fund type at June 30, 2019 follows:

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 12 – GOVERNMENTAL FUND BALANCES (CONTINUED)**

<i>Restricted</i>	
<b>Special Revenue</b>	
Tax increment financing	<u>\$ 50,494</u>
<b>Capital projects</b>	
Fire department reserve	\$ 195,929
Public works paving reserve	100,136
Sidewalk match	59,410
Patricia Avenue recreational facilities	21,138
Signs	3,935
Public works snow equipment	36,498
Fire department review fees	12,658
Fire department IRT projects	6,456
Assessing software reserve	5,000
Water watch account	4,161
Sheri Gagnon Park	16
Hazardous waste reserve	2,971
Municipal facilities	17,058
Town hall feasibility study	213
Playground	1,509
Open space reserve	28,706
<b>Total</b>	<u>\$ 495,794</u>
 <i>Committed</i>	
<b>Special Revenue</b>	
Community assistance fund	\$ 28,065
Veteran's memorial	5,817
Beautification committee	2,962
Panther pond projects	1,268
Conservation commissions	1,640
Economic development	1,240
Community celebration	264
<b>Total</b>	<u>\$ 41,256</u>
 <b>General Fund</b>	 <u>\$ 453,302</u>
 <i>Unassigned</i>	
General fund	<u>\$ 2,041,651</u>

**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 12 – GOVERNMENTAL FUND BALANCES (CONTINUED)**

Principal Fund Balance on a cost basis of the permanent funds at June 30, 2019 consisted of the following:

*Nonspendable and assigned*

<b>Cemetery funds</b>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Cemetery Funds	\$ 67,763	\$ 48,742	\$ 116,505
Riverside Cemetery	35,261	18,599	53,860
Laurette Files Account	3,781	12,667	16,448
North Raymond Cemetary	<u>4,889</u>	<u>3,282</u>	<u>8,171</u>
<b>Total</b>	<u>\$ 111,694</u>	<u>\$ 83,290</u>	<u>\$ 194,984</u>
<b>Scholarship funds</b>			
Carlton E. Edwards	\$ 15,852	\$ 10,426	\$ 26,278
George Woods	19,585	2,171	21,756
Collins-Day	13,580	3,657	17,237
Alva Clough	5,122	720	5,842
Torstein Johannas Lund	<u>2,928</u>	<u>3,888</u>	<u>6,816</u>
<b>Total</b>	<u>\$ 57,067</u>	<u>\$ 20,862</u>	<u>\$ 77,929</u>
<b>Ministerial Fund</b>	<u>\$ 2,175</u>	<u>\$ 26,441</u>	<u>\$ 28,616</u>
<b>Recreation Fund</b>	<u>\$ 10,050</u>	<u>\$ 4,156</u>	<u>\$ 14,206</u>
<b>Spiegel Fund</b>	<u>\$ 25,000</u>	<u>\$ 20,384</u>	<u>\$ 45,384</u>
<b>Total permanent funds</b>	<u>\$ 205,986</u>	<u>\$ 155,133</u>	<u>\$ 361,119</u>

**NOTE 13 – BUSINESS-TYPE ACTIVITIES – ENTERPRISE FUNDS**

Unrestricted Net Position per Exhibit VIII at June 30, 2019 consisted of amounts which the Town of Raymond intends to use for the following purposes:

Tassel Top	<u>\$ 77,834</u>
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**TOWN OF RAYMOND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**NOTE 14 – COMMITMENTS AND CONTINGENCIES**

The Town participates in certain federal and state assisted grant programs. These programs are subject to program compliance audits by the grantors or their representatives. Any liability for reimbursement which may arise as a result of these audits is not expected to be material.

**NOTE 15 – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**A. - Budgetary Accounting**

The Town of Raymond utilizes a formal budgetary accounting system to control revenues and expenditures accounted for in the General Fund. This budget is established by the Board of Selectmen and must be approved at the Annual Town Meeting.

**B. - Excess of Expenditures over Appropriations**

For the year ended June 30, 2019, expenditures did exceed appropriations in one category. However, in total the Town's expenditures did not exceed appropriations. The following departments were overspent: Animal control \$914, and Town buildings \$1,240.

**C. - Deficit Balances**

Generally accepted accounting principles require disclosure of individual funds that have deficit balances at year-end.

As of June 30, 2019, no individual funds held a deficit balance.

**NOTE 16 – JOINT VENTURES**

*Maine Waste to Energy (formerly Mid-Maine Waste Action Corporation)*

The Town is a member of an interlocal solid waste agreement with 11 other participating municipalities. Maine Waste to Energy is a quasi-governmental organization, created as a not-for-profit corporation by twelve area municipalities in 1986. The Town of Raymond's proportionate interest in the net position of Maine Waste to Energy on June 30, 2019, the date of Maine Waste to Energy's most recent audited financial statements, was approximately 6.84% which amounted to \$661,495. As this interest does not constitute an explicit measurable equity interest, however, it is not recorded as an asset by the Town. Complete financial statements may be obtained from Maine Waste to Energy at 110 Goldthwaite Road, Auburn, ME 04211-1750 or calling 207-783-8805.

**NOTE 17 – DATE OF MANAGEMENT'S REVIEW**

Management has evaluated subsequent events through January 8, 2020 the date on which the financial statements were available to be issued.



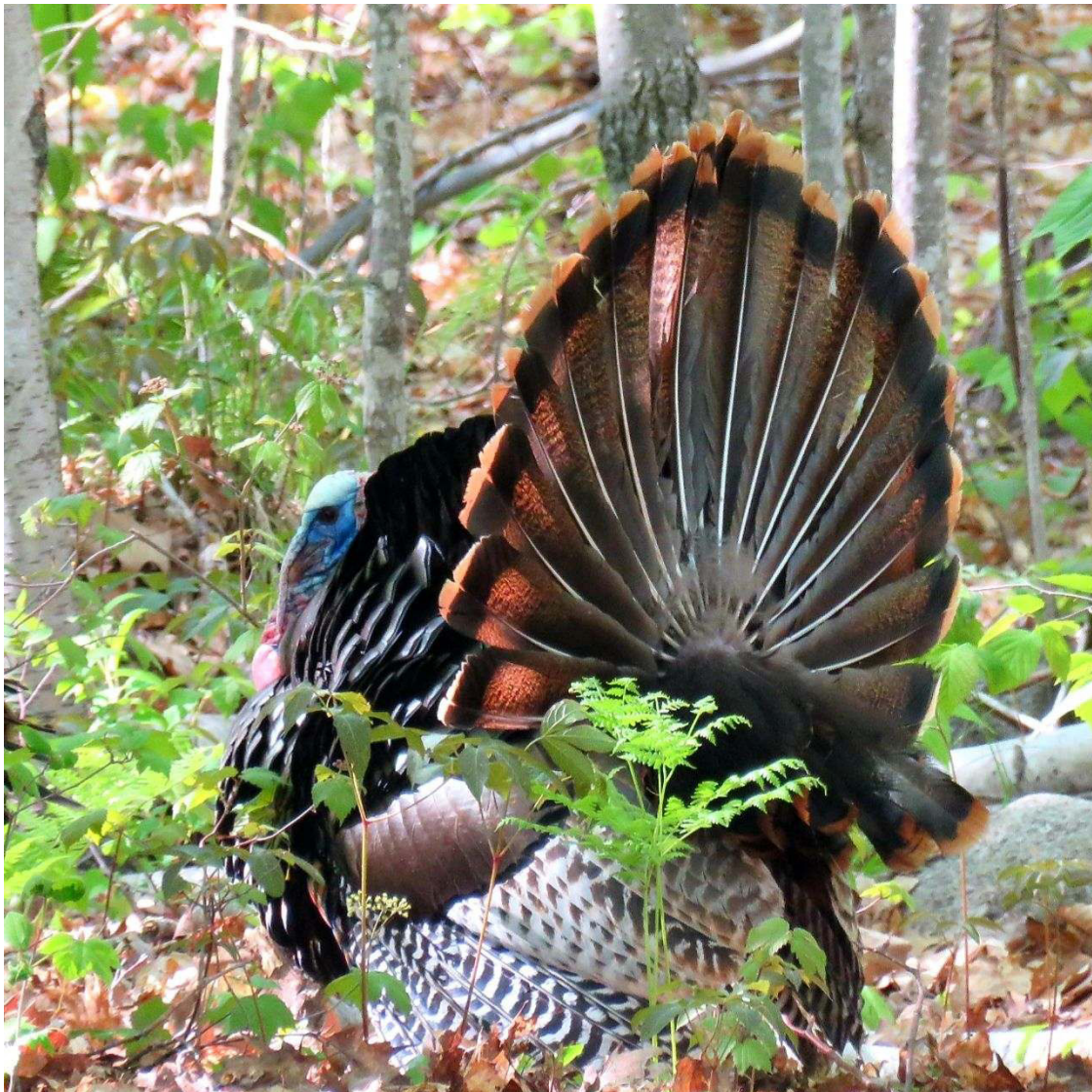
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# General Information

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*Photo courtesy of Cynthia Davenport*

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# Town of Raymond Information

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## Animal Control

### Lost Pets:

Animal Control is on call for any concern relating to domestic animals. It cannot help with wild animal complaints. For those, call the Warden's Service at 207-657-2345. The Animal Control Officers can be reached through Cumberland County Dispatch (800-501-1111).

Animal Refuge League, 449 Stroudwater Street, Westbrook, Maine.

Raymond contracts with the Animal Refuge League to hold all stray pets. If you are missing your pet(s), you should call this organization at (207) 854-9771.

## Assessing Office

The Assessing Office is open during regular Town Office hours except Tuesday. The contract Assessor has hours on Thursdays by appointment; the rest of the time an assistant assessor is available.

Information about your property valuation, exemptions, and abatements is found online at [www.raymondmaine.org](http://www.raymondmaine.org).

## Beach, Public

### Tassel Top Park: [Roosevelt Trail/Route 302]

Tassel Top Park has picnic tables, charcoal grills, a snack shack, changing rooms, nature trails and 900 feet of white sandy beach with a marked swim area. There is also a cabin complex, which can be rented weekly during July and August and either weekly or daily during the off season. Tassel Top Park may open late or close early due to inclement weather or lack of business.

Park/Beach Hours (weather permitting):

- Memorial Day weekend to June 14 - 9:00 am to 6:00 pm
- June 15 to August 15 - 9:00 am to 8:00 pm
- August 16 to Labor Day - 9:00 am to 6:00 pm

For more information call the Town Office at 655-4742 or the park office during the season at 655-4675.

### Crescent Lake Beach: [Webbs Mills Road/Route 85]

Crescent Lake beach is a small beach where Raymond Recreation Association swimming lessons are held.

### Raymond Beach: [Roosevelt Trail/Route 302]

## Boat Haul Outs

### Jordan Bay on Sebago Lake:

This is owned by the Department of Inland Fisheries and Wildlife and managed by the Town of Raymond. There are several parking slots for vehicles and trailers and also for single vehicles. There is no charge. Use of the facility is from sunrise to sunset. No overnight camping is allowed. At times, there are inspections for vehicles, boats and trailers for milfoil, which is supported by the Raymond Waterways Protective Association.

### Crescent Lake:

This is owned and maintained by the Town of Raymond. There is only roadside parking, so please park well off the road and not on private property. There is no charge. Use of the facility is from sunrise to sunset. No overnight camping is allowed. At times, there are rangers inspecting the vehicles, boats and trailers for milfoil, which is supported by the Raymond Waterways Protective Association.

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# Town of Raymond Information

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## Cable Access Channels

Raymond's cable franchise is with Spectrum (formerly Time Warner Cable).

- Municipal: Channel 1301
- School: Channel 1302

## Certified Copies – Birth, Marriage or Death

Each person requesting a copy must have a current photo ID; and if your name is not on the document, you'll also need proof that you have direct lineage to the person named, such as a certified copy of a vital record which relates you to that person. For example, if you want a certified copy of your grandchild's birth record, you would need to have a current photo ID and a certified copy of the parent's (your child's) birth record showing you as his/her mother/father. You will also need a note from that parent (your daughter/son) giving permission for you to obtain your grandchild's record.

## Code Enforcement Office

### Permits, Building and Septic, Etc:

Raymond's Code Enforcement Office is open during regular Town Office hours. Inspections are provided by appointment (655-4742 ext. 161). Please call for an appointment if you wish to meet with the Code Enforcement Officer. The Planning Board and the Zoning Board of Appeals meetings are scheduled through this office.

## Fire & Rescue Department

### Burning Permits:

Burning permits are required for anyone burning approved materials other than in a constructed fireplace or fire pit. People wishing to burn should call the Fire Department (655-1187) to ask if permits are being written for that day. To get a Fire Permit you must go to the Public Safety Building during regular business hours (8:00 am to 6:00 pm). These permits are good only after 5:00 pm unless it's raining or there is ample snow on the ground. Wind conditions will also influence whether burning is permitted or not.

### Call 911:

For any request for Fire Department or Rescue, please DIAL 911. Do not come to the Public Safety Building because there may not be any personnel there to help you, as they might already be out on a call. 911 will be answered by Cumberland County Dispatch, which has multiple sources of help for you.

## Food Pantry

The Raymond Food Pantry is hosted by the Lake Region Baptist Church, 111 Roosevelt Trail, with hours on the second and fourth Thursdays of the month from 4:00 pm to 6:00 pm. For donations, mail to PO Box 900, Raymond, in care of Rev. Elmer Young. Phone 207-232-5830.

## Genealogy Research

People requesting aid with genealogy research can be helped during regular Town Clerk office hours. There is a charge for research done by the Town Clerk after one hour and for photocopies for information found.

## General Assistance

### Application:

Applicants must come in to the Town Office to fill out a GA application and make an appointment for a meeting with the GA Administrator. Appointments are usually scheduled on Tuesdays. Applicants must be residents of Raymond.

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# Town of Raymond Information

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## Licensing

### **Dog – Single Dog:**

Current record of his/her rabies vaccination and if neutered a copy of the neutering certificate. Once the dog is licensed in the town, we only need to see a Rabies certificate when he/she has been re-vaccinated.

### **Dog – Kennel License:**

A kennel license is for up to 10 dogs that are kept for hunting, showing, breeding or farming. Before a municipal kennel license is issued, the kennel must be inspected by the Animal Control Officer. Other state licenses may be necessary depending on the use of the dogs.

### **Fishing and Hunting Licenses Etc.**

- Resident: Current Maine photo ID (driver's license)
- Non-Resident: Current photo ID

### **Liquor License Annual:**

Licenses for restaurants serving liquor are handled through the state in the Department of Public Safety, Liquor Licensing & Inspection (207-624-7220). Once a liquor license is applied for, the applicant must come before the Board of Selectmen, after having been added to a regular Selectmen's meeting agenda.

### **Catering License:**

Applications must be obtained from the Department of Public Safety, Liquor Licensing & Inspection (207-624-7220). The completed application must be submitted to the Town Clerk with a \$10 fee. After the Town Manager has signed the application, it then goes back to the Liquor Licensing & Inspection Division.

### **Marriage License:**

Each person must have a current photo ID, and if previously married, a certified copy of how that marriage ended (divorce decree or death certificate) written in English.

## Passports

Raymond does not process US passports. Passports can be obtained from the US Post Office on Forest Avenue, Portland, or the Windham Town Office, 8 School Street, Windham, ME 04062 (207-892-1900). Find forms, fees and lots of information at <http://travel.state.gov/>

## Post Office, U.S.

Location: 1233 Roosevelt Trail in the Country Shopping Center (207-655-4974).

## Public Works Department

### **Street Signs:**

Street signs are maintained by Public Works. To request a sign, please call Kaela at 207-655-4742 ext. 133 or email [nathan.white@raymondmaine.org](mailto:nathan.white@raymondmaine.org)

### **Road Conditions:**

For questions about the town's roads, please call Kaela at 207-655-4742 ext. 133 or email [nathan.white@raymondmaine.org](mailto:nathan.white@raymondmaine.org)

## Selectmen Agenda

### **Agenda Item Submission:**

If you would like a subject to be added to the Selectmen's agenda for discussion, go to [www.raymondmaine.org/boards-committees/board-selectmen](http://www.raymondmaine.org/boards-committees/board-selectmen) and click on the link to request an addition to the agenda not less than 14 days prior to a scheduled meeting.

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# Town of Raymond Information

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## Registrations

### **New Boats, ATVs and Snowmobiles:**

Private Sale: bill of sale (description of vehicle, date of sale, VIN, mileage, seller(s)'s signature).

Dealer Sale: green Dealer's Use Tax sheet.

### **Motor Vehicle Registration – New registrations:**

Private Sale: car's/truck's bill of sale (description of vehicle, date of sale, VIN, mileage, seller(s)'s signature), title (signed on the back to you with the owner(s)'s signature(s) and dated), and your current insurance card for that vehicle.

Dealer Used Sale: dealer invoice showing sales tax paid, blue State Title Application form, and a current insurance card for that vehicle.

Dealer New Vehicle Sale: MSRP window sticker, green Dealer's Use Tax sheet, blue Title Application form, and a current insurance card for that vehicle.

Trailer (utility, boat, snowmobile): bill of sale, if over 3,000 lbs. title or MCO (Manufacturer's Certificate of Origin) form.

Trailer (RV, horse with living quarters): bill of sale, if over 3,000 lbs. title or MCO (Manufacturer's Certificate of Origin) form.

### **Motor Vehicle Registration – Re-Registration:**

Car/truck: old registration and current insurance card for that vehicle.

Trailers: old registration

## Schools

### **RSU #14 (Windham, Raymond) Schools:**

- Jordan-Small Middle School, 423 Webbs Mills Road, Raymond, grades 5 through 8 (207-655-4743)
- Raymond Elementary School, 434 Webbs Mills Road, Raymond, grades K through 4 (207-655-8672)
- Superintendent's office is at 228 Windham Center Road, Windham, 207-892-1800.
- Raymond Principal's office is at Jordan-Small Middle School, 207-655-4743.

## Taxes

The tax year is July 1st through June 30th. Raymond allows annual taxes to be paid in two installments due October 31st and April 30th. The first half, if not paid, will accrue interest beginning November 1st and the second half May 1st. Raymond does not provide for a prepayment discount on taxes.

## Town Office

**Hours:** Monday – closed  
Tuesday – 8:30am to 7:00pm  
Wednesday – 8:30am to 4:00pm  
Thursday – 8:30am to 4:00pm  
Friday – 8:30am to 4:00pm  
Saturday & Sunday – closed

### **Veterans' Memorial Park**

The Veterans' Memorial Park can arrange for you or your loved one to have a military memorial paving stone. Application for the purchase of a stone is available at the Town Office or on the website at [www.raymondmaine.org](http://www.raymondmaine.org)

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# Town of Raymond Information

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## Voter Registration

### **New Raymond Resident:**

Current photo ID (driver's license) and a piece of mail showing your name and physical address in Raymond, such as a utility bill or a copy of your rental agreement.

### **Change of Name or Address:**

Name change: certified marriage license or other official documentation

Address change: a piece of mail showing your name and physical address in Raymond, such as a utility bill or a copy of your rental agreement.

## Voting

### **Location:**

Raymond's elections and town meetings are held in the Jordan-Small Middle School gymnasium, 423 Webbs Mills Road.

### **Annual Town Meeting:**

The first Tuesday in June at 6:00pm.

### **Annual Municipal Election:**

The second Tuesday in June from 7:00am to 8:00pm.

### **Primary Elections:**

The second Tuesday in June from 7:00am to 8:00pm.

### **State and Federal Elections:**

The Tuesday after the first Monday in November from 7:00am to 8:00pm.

## Website

The Raymond municipal website address is [www.raymondmaine.org](http://www.raymondmaine.org).

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## Town Officers as of June 30, 2020

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### **Selectmen, Assessors, and Overseers of the Poor**

Rolf Olsen, Chair, 2022  
Marshall Bullock, Vice-Chair, 2021  
Teresa Sadak, Parliamentarian, 2022  
Samuel Gifford, 2020  
Lawrence Taylor, 2020

### **Town Manager [655-4742 x131]**

Don Willard

### **Finance Director [655-4742 x132]**

Cathy Ricker

### **Town Clerk & Voter Registrar [655-4742 x121]**

Susan L. Look

### **Tax Collector [655-4742 x122]**

Suzanne Carr

### **GA Administrator [655-4742 x124]**

Jennie Silverblade

### **Superintendent - RSU #14 [892-1800]**

Christopher Howell

### **Principal - Raymond Elementary & Jordan-Small Middle Schools [655-4743]**

Randy Crockett

### **Fire Chief [655-1187]**

Bruce D. Tupper

### **Deputy Chief [EMS] [655-1187]**

Catherine Gosselin

### **Road Commissioner and Public Works Director [655-4742 x321]**

Nathan L. White

### **Emergency Management Agency**

Bruce D. Tupper, Director

### **Health Officer**

Catherine Gosselin, EMS Director

### **Animal Control Officer [1-800-501-1111]**

Jessica Jackson

### **Code Enforcement Officer/Building Inspector [655-4742 x142]**

Vacant

### **Registrar of Voters [655-4742 x 121]**

Susan L. Look

### **Town Attorney**

Phil Saucier, Esq - Bernstein, Shur, Sawyer & Nelson

### **RSU #14 School Committee [Raymond]**

Katie Leveille, 2021  
Janis Cummings, 2022  
Anna Keeney, 2020

### **Budget/Finance Committee**

Robert Gosselin, 2021, Chairman  
Sheila Bourque, 2021  
Joe Bruno, 2022  
Dana DesJardins, 2020  
Karen Lockwood, 2022  
Kevin Oliver, 2021  
Crystal Rogers, 2020

### **Planning Board**

Robert O'Neill, Chair, 2023  
Edward Kranich, Vice Chair, 2022  
Kyle Bancroft, 2021  
Michael D'Arcangelo, 2021  
Greg Foster, 2023  
Bruce Sanford, 2023  
Kevin Woodbrey, 2022

### **Town Planner**

James Seymour, Sebago Technics

### **Zoning Board of Appeals (ZBA)**

Joanne Stinson, Chair, 2023  
Lenoard Cirelli, Vice Chair, 2021  
Patricia Beaton, 2023  
Louise Lester, 2022  
Eric Welch, 2022  
Vacant, Alternate

## District 26 - State Senator Bill Diamond (D - Cumberland)



Representing Senate District 26: Baldwin, Casco, Frye Island, Raymond, Standish, and Windham.

Address: 10 Crown Point, Windham, ME 04062

Home Phone: (207) 892 - 8941 Cell: (207) 650 - 4713

State House Office Phone: Senate Democratic Office (207) 287 - 1515

Email: [William.Diamond@legislature.maine.gov](mailto:William.Diamond@legislature.maine.gov)

Legislative Website: [www.mainesenate.org](http://www.mainesenate.org)

Term Limited: 2022



### Jessica L. Fay

(Jess)  
State Representative  
( D - Raymond )

[Jessica.Fay@legislature.maine.gov](mailto:Jessica.Fay@legislature.maine.gov)

141 Spiller Hill Road, Raymond, ME 04071

Cell: (207) 415-4218

Seat Number: 80      House District: 66

**Town(s):** Casco (Part) / Raymond (Part) / Poland (Part)

**Committee(s):**

Bills in the Second Reading - Chair  
Environment and Natural Resources  
Inland Fisheries and Wildlife



### Susan M. W. Austin

(Sue)  
State Representative  
( R - Gray )

[Sue.Austin@legislature.maine.gov](mailto:Sue.Austin@legislature.maine.gov)

136 Yarmouth Road, Gray, ME 04039

Work: (207) 657-4100      Home: (207) 657-4100

Seat Number: 50      House District: 67

**Town(s):** Frye Island/ Casco (Part) / Gray (Part) / Raymond (Part)

**Committee(s):**

Engrossed Bills - Ranking Member  
Innovation, Development, Economic Advancement and Business  
Labor and Housing





*Fall at Tassel Top Park - Photo courtesy of Cynthia Davenport*

# Town of Raymond, ME 04071

Maine Area Code is 207

## EMERGENCY

All emergencies ..... 911

## NON-EMERGENCY

Cumberland County Sheriff ..... 774-1444

Non-Emergency ..... 1-800-266-1444

Maine State Police..... 1-800-482-0730

Raymond Public Safety Building ..... 655-1187

Poison Control..... 1-800-222-1222

## UTILITIES

Central Maine Power (loss of power) .. 1-800-696-1000

Consolidated Communications (local telephone service)  
..... 1-800-400-5568

US Post Office, Raymond..... 655-4974

## TOWN OFFICE

401 Webbs Mills Rd

Don Willard, Town Manager ..... 655-4742

### Hours:

Tues 8:30am-7:00pm

Wed-Fri 8:30am-4:00pm

Sat- Mon Closed

## RAYMOND VILLAGE LIBRARY

3 Meadow Rd, PO Box 297

Allison Griffin, Director ..... 655-4283

### Library Hours:

Mon & Wed 9am-6pm

Sat 9am-4pm

Baby/Toddler Storytime: Mon at 10:30am

Preschool Storytime: Wed at 10:30am

## SCHOOLS

Raymond Elementary School (K-4)..... 655-8672

Jordan-Small Middle School (5-8) ..... 655-4743

RSU #14 School Department ..... 892-1800

## COMMUNITY MEETING LOCATIONS

Jordan-Small Middle School..... 655-4743

Raymond Elementary School..... 655-8672

Town Office, Broadcast Studio ..... 655-4742

Public Safety Building..... 655-1187

Raymond Village Library ..... 655-4283

Raymond Village Community Church..... 655-7749

## COMMUNITY ORGANIZATIONS

Lions Club – Bob Fey ..... 655-5041

Raymond Recreation – Sarah Davis ..... n/a

Raymond Baseball – Joe Troiano ..... 891-7681

Raymond-Casco Historical Society

Frank McDermott ..... 655-4646

Raymond Conservation Commission

John Rand ..... 655-4277

Raymond Waterways Protective Association ..... 831-7157

### Scouts:

Cub Scouts – David Fletcher ..... 655-5080

Boy Scouts – Bill Diffenderfer ..... 632-2482

*Meetings Tues 6:30pm Raymond Village Church, Sept thru June*

## COMMUNITY SERVICES

### Family Services:

Adult & Child Abuse-Neglect ..... 1-800-452-1999

Al-Anon ..... 1-800-498-1844

Alcoholics Anonymous ..... 1-800-737-6237

Family Crisis Center & Domestic Violence Hotline .....  
1-800-537-6066 or 874-1793

Food Pantry ..... 232-5830

2<sup>nd</sup> & 4<sup>th</sup> Thurs from 4pm to 6pm

General Assistance – Jennie Silverblade ..... 655-4742 x124

Lake Region Explorer (bus) ..... 774-2666

People's Regional Opportunity Program (PROP):

Head Start, Fuel Assistance, WIC, etc. ....  
1-800-698-4959 or 553-5800

### Senior Services:

Community Health Services ..... 775-7231

Meals on Wheels ..... 1-800-400-6325

Regional Transportation ..... 1-800-244-0704

Southern Maine Agency on Aging .... 1-800-427-7411

Social Security ..... 1-800-722-1213

Sexual Assault Response Services..... 1-800-313-9900

TTY ..... 1-888-458-5599

Tri-County Mental Health Services..... 1-888-568-1112

## OUTDOOR LOCATIONS (no supervision implied)

### Beaches:

Crescent Lake Beach ..... 894-4327

- free public beach, free boat launch

Raymond Beach, Route 302 ..... 894-4327

- free public beach, free boat launch

Tassel Top Beach, Route 302 ..... 894-4327

- beach, swimming, picnicking, cabin rentals

- fees charged

Jordan-Small Middle School ..... 655-4743

- fields, basketball court, wooded trails, playground

Raymond Elementary School

- fields, playground, wooded trails

Morgan Meadow, FL 268, 1 Egypt Rd..... 655-4742

- multi use trails, cross country skiing, snow shoeing

Rattlesnake Mountain Trail

- multi use trails across from 743 Webbs Mills Rd

Raymond Rattlers Snowmobile Club

- Larry Wood ..... 655-5469

Sheri Gagnon Memorial Park, Mill St ..... 655-4742

- playing fields, playground, picnic