Town of Raymond
Thursday, October 29, 2026
SPECIAL TOWN MEETING WARRANT

TO: Don McClellan, a resident 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 meet at The Broadcast Studio, 423 Webbs Mills Road in said town on Thursday, October 29, 2026, at 6 PM, then and there to act on Articles 1 through 4 as set out below. Article 3 is presented pursuant to the Order set out in that article and consistent with the Second Amendment to the Development Program document on file at the Town Office during regular business hours.

ARTICLE 1: To elect a moderator to preside at said meeting.

BEGINNING OF ORDINANCE CHANGES

ARTICLE 2: Shall the Raymond Finance Ordinance, as adopted June 5, 2018, be repealed and replaced - by adding the underlined language and deleting the language in strikethrough text as shown below?

The Select Board recommends Article 2.

DESCRIPTION:

The Finance Ordinance currently allows one (1) member of the Select Board to approve and sign payroll warrants. Under 30-A M.R.S. § 5603(2)(A), all other treasurer's warrants must be approved and signed by a majority of the Select Board unless otherwise provided by charter or ordinance. Because the Town's ordinance does not currently authorize delegation for accounts payable warrants, the Select Board has been meeting twice monthly to approve those warrants so that Town operations can continue without interruption.

This amendment would (1) update references from "municipal officers" and "selectmen" to "Select Board"; (2) add a section allowing one (1) Select Board member to approve and sign state fee warrants under an annual written policy; and (3) add a section providing for one (1) Select Board member, acting on behalf of the full Board, to approve and sign accounts payable warrants under an annual written policy. The full Select Board keeps its authority to act on any warrant by majority vote, and if the full Board and the delegated member reach different determinations, the full Board's determination controls.

[Note: The use of the word "Section" within the ordinance does not indicate a separate warrant article.]

FINANCE ORDINANCE
Adopted June 5, 2018
Amended [xx], 2026

~~**I. Payroll Warrants**~~

~~A. **Purpose.** To allow at least one (1) of the municipal officers to review, approve, and sign the treasurer's payroll warrants.~~

~~B. **Delegation of Authority.** At least one (1) of the municipal officers (selectmen), acting on behalf of the full board of municipal officers, to review, approve, and sign municipal treasurer's disbursement warrants for employee wages and benefits (pursuant to 30-A MRSA § 5603 (2)(A)(1)).~~

~~C. **Majority Power.** This ordinance is in addition to, not in lieu of, majority power. Nothing in this ordinance is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for payroll and for accounts payable.~~

[Section I is repealed and replaced with the following:]

I. Disbursement Warrants

A. Delegation of Authority. The Select Board is authorized to adopt a policy pursuant 30-A M.R.S. § 5603(2)(A) allowing at least one (1) member of the Select Board, acting on behalf of the full Select Board, to approve the following categories of disbursement:
   a. Treasurer's disbursement warrants for employee wages and benefits;
   b. Treasurer's disbursement warrants for state fees;
   c. Treasurer's disbursement warrants for accounts payable.

B. Majority Power. This ordinance is in addition to, not in lieu of, majority power. Nothing in this ordinance is intended to replace the authority of the full Select Board, acting by majority vote, to act on any treasurer's warrants.

C. In the event that the full Select Board and the delegated member issue different determinations on a treasurer's warrant, the determination of the full Select Board shall control.

D. Any policy adopted by the Select Board pursuant to this section shall be renewed annually in accordance with 30-A M.R.S. § 5603(2)(A).

END OF ORDINANCE CHANGES

ARTICLE 3: Shall the voters of the Town of Raymond, Maine adopt the Second Amendment to the Portland Natural Gas Transmission System Municipal Development and Tax Increment Financing District and Development Program, such adoption to be pursuant to the following findings, terms and provisions?

The Select Board recommends Article 3.

DESCRIPTION:

In 2025, the Maine Legislature amended the State's tax increment financing (TIF) statute to allow municipalities to include public facility project costs in an approved TIF district's development program. This Second Amendment would add costs associated with public facilities as an eligible project cost in the Town's Portland Natural Gas Transmission System TIF District, so that TIF revenues may be used for eligible public facility work rather than relying solely on the General Fund or borrowing.

The Town last amended this District in 2024 (First Amendment), adding broadband and fiber optics expansion as an eligible project cost. This article does not itself appropriate any funds. The Second Amendment to the Development Program is on file at the Town Office for public review during regular business hours, and it takes effect only upon approval by the Maine Department of Economic and Community Development (DECD).

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

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

WHEREAS, the Town adopted the First Amendment to the Development Program for the District at a Special Town Meeting held on June 20, 2024, to authorize the use of TIF revenues for costs associated with broadband and fiber optics expansion projects, which received approval from DECD effective September 27, 2024; and

WHEREAS, the Maine Legislature, by Public Law 2025, chapter 310 (LD 185), amended 30-A M.R.S. § 5225(1)(C) to permit municipalities to include, subject to certain limits, capital costs associated with public facilities as project costs within an approved TIF district development program; and

WHEREAS, amending the Development Program for the District will help to continue to promote economic development within the Town and the surrounding region; improve and broaden the tax base of the Town; and improve the economy of the Town and the State of Maine; and, specifically, will allow the Town the ability to use a portion of the TIF funds for capital costs associated with the construction or renovation of public facilities used to provide municipal services and promote economic development pursuant to 30-A M.R.S. § 5225(1)(C)(12), including a portion of the capital costs related to the Jordan-Small Middle School/Community Center project; and

WHEREAS, the Select Board held a Public Hearing on October 13, 2026, upon at least ten (10) days prior notice published in a newspaper of general circulation within the Town, on the question of adopting the Second Amendment to the Development Program for the District in accordance with the requirements of 30-A M.R.S. § 5226; and

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

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

NOW, THEREFORE:

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

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

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

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

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

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

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

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

ARTICLE 4: To see if the Town will vote to appropriate a sum not to exceed **$100,000** from the Portland Natural Gas Transmission System Tax Increment Financing District Development Program Fund, including current-year tax increment revenues and/or existing TIF fund balance, for project costs associated with a facility condition and needs assessment of the Jordan-Small Middle School/Community Center, as authorized in the Development Program as amended by the Second Amendment, such appropriation to be contingent upon approval of Article 3 and approval of the Second Amendment by the Maine Department of Economic and Community Development.

The Select Board recommends Article 4.

The Budget-Finance Committee recommends Article 4.

DESCRIPTION:

As the Jordan-Small Middle School/Community Center project moves forward, the next required step is a facility condition and needs assessment. This cost is not included in the FY27 budget. If approved, this article would allow up to $100,000 of TIF funds to be used for the assessment, rather than raising the cost through property taxes. Grant opportunities are also being pursued, and any grant funds received may reduce the amount drawn from the TIF fund.

This article depends on Article 3. TIF funds can be used for this purpose only if voters approve the Second Amendment in Article 3 and DECD approves it.

Given under our hands this 13th day of October 2026.

RAYMOND SELECT BOARD

Charlotte Jewell, Chair

Derek Ray, Vice Chair

Christopher Hanson, Parliamentarian

Kaela Gonzalez

Frederick Miller

A TRUE COPY OF WARRANT

ATTEST:

Melanie Fernald, Town Clerk

RETURN ON THE WARRANT

Raymond Special Town Meeting being held on Thursday, October 29, 2026

Pursuant to the within Warrant to me directed, I have notified and warned the inhabitants of Raymond, qualified as herein expressed, to meet at said time and place and for purposes therein named, by posting an attested copy of said Warrant, at the:

- ✓ Raymond Town Office – 401 Webbs Mills Rd
- ✓ Raymond Village Library – 3 Meadow Rd
- ✓ Raymond Post Office – 1235 Roosevelt Trail
- ✓ Good Life Market – 1297 Roosevelt Trail
- ✓ Sunset Variety Store – 1337 Roosevelt Trail
- ✓ Hilltop Mini Mart – 1547 Roosevelt Trail

in the Town of Raymond, being public and conspicuous places in said Town, on the 22nd day of October 2026, being at least seven days before the Special Town Meeting.

Don McClellan

Don McClellan, resident

Dated: 10·22·2026

ATTEST:

Melanie Fernald

Melanie Fernald, Town Clerk

Dated: 10·22·2026