



# Board of Selectmen Meeting Friday, June 16, 2023 – 7:00 PM

Raymond High School Media Center  
45 Harriman Hill Rd

*Please Note: The Board of Selectmen may at any time during a public meeting, enter a non-public session to conduct and facilitate town business. The Board of Selectmen will announce the RSA in which the session will be conducted and follow proper protocol under the confines of State Laws.*

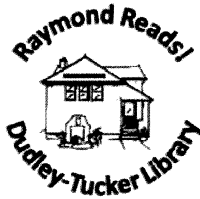
## AGENDA

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Open Items (Old Business/Tabled Items)
  - a. Appointment of Library Trustee
  - b. RCTV Lease – *(previously approved, requires signatures)*
  - c. 2023 MS-232 Report of Appropriations Form - NH Dept. of Revenue *(requires signatures)*
5. New Business
  - a. Taft Way
    - i. Dan Perry Builders & Paul Morgado, owner – Driveway Permit request *(action requested)*
  - b. Approval of Capital Reserve Fund request for Veterans Memorial Bandstand Repairs
6. Consent Agenda
  - a. Land Use Applications
    - i. Trans NH Bike Ride for Muscular Dystrophy Association *(updated location)*
    - ii. Boy Scouts of America, Flag Retirement Ceremony
    - iii. Boy Scouts of America, Year End Court of Honor
  - b. Permit to Conduct Raffle
    - i. American Legion Auxiliary Unit 90
  - c. Cemetery Deeds
  - d. Acceptance of Donations for 4<sup>th</sup> of July
7. Adjournment

**Posted: June 14, 2023**, Old Fire Station, Town Office; Town's website 24 hours in advance of meeting.

**Note:** Board of Selectmen Meetings are broadcast live on Channel 22.

If you need audio or visual assistance, call the Selectmen's Office 72 hours prior to the meeting at 603-895-7007



|   |              |                 |                                     |      |
|---|--------------|-----------------|-------------------------------------|------|
| Main Desk:  | 603-895-7057 | 6 Epping Street | Monday:                             | 12-8 |
| Children's Room:  | 603-895-7058 | P.O. Box 909    | Tuesday:                            | 10-8 |
| Fax:  | 603-895-7059 | Raymond, NH     | Wednesday:                          | 10-5 |
| <a href="https://www.raymondnh.gov/dudley-tucker-library">https://www.raymondnh.gov/dudley-tucker-library</a> |              |                 | Thursday:                           | 12-8 |
|   |              |                 | Friday:                             | 10-5 |
|   |              |                 | *During school year only: Saturday: | 10-1 |

June 2, 2023

Board of Selectmen,  
Town of Raymond  
4 Epping Street  
Raymond, NH 03077

### **APPOINTMENT – Dudley-Tucker Library Board of Trustees Vacancy**

Dear Select Board:

As you know, there is a vacancy on the Board of Trustees, as of April 17<sup>th</sup>, when Virginia Fernald resigned her position. We look to you to appoint a replacement.

As far as I am aware, there are four Raymond residents who would like to be considered for the position:

The Board of Trustees presented their recommended slate of candidates to you on April 18<sup>th</sup>:

**Robert Gagnon**  
**Stephan Gafford**

**Dana Zulager** expressed verbal interest in serving on the Board of Trustees to the remaining two Trustees soon after the submission.

**Cindy Bennett** expressed her interest in becoming a Library Trustee via email to the Trustees later that week, and to the Select Board at subsequent meetings.

I understand that the Select Board may appoint any eligible Raymond resident, and you may be aware of interested parties beyond the four that I have listed here. I urge you to appoint someone who will be proud to represent all Raymond residents' library needs, uphold the Dudley-Tucker Library's mission to "select, organize and make freely available to the people of the community, materials which will aid them in the pursuit of education, information, research, and recreation," and abide by the New Hampshire Library Trustees Association's [Code of Ethics](#).

I appreciate your attention to this matter, and look forward to working with and for whomever you appoint.

Thank you,

Kirsten Rundquist Corbett  
Dudley-Tucker Library Director

LEASE BETWEEN THE TOWN OF RAYMOND  
AND  
RAYMOND SCHOOL DISTRICT  
FOR LEASE OF RCTV SPACES AT RAYMOND HIGH SCHOOL

This Lease made and executed on December 20, 2022 between the Raymond School District, a corporation, organized pursuant to RSA 189: et. seq., and existing under the laws of the State of New Hampshire having its principal office at 43 Harriman Hill Rd., Town of Raymond, County of Rockingham, State of New Hampshire, referred to as "LESSOR" and Town of Raymond, a municipal corporation duly organized under the laws of New Hampshire, having its principal office at 4 Epping St., Town of Raymond, County of Rockingham, State of New Hampshire, referred to as "LESSEE".

WHEREAS, pursuant to RSA 53-C, the Raymond Board of Selectmen is the Franchising Authority of the Town of Raymond;

WHEREAS, pursuant to RSA 189, et seq., and RSA 194, et. Seq., the Raymond School Board has oversight responsibility for the property known as the Raymond High School; and

WHEREAS, pursuant to RSA 194:2, the Raymond School District is authorized to enter into leases relating to the use of Raymond High School.

NOW, THEREFORE, the Raymond School District and the Town of Raymond Board of Selectmen (referred to collectively as "the parties") agree as follows:

1. Definitions:

RCTV: The acronym for Raymond Community Television; the Public Education, and Government access town department overseen by the Cable Committee.

PEG: The acronym for "public, educational and government," used in conjunction with Access Channels, programming, support and facilities.

Production Control Room: A room that contains equipment that will allow signals to be received from remote locations and that will allow broadcast of signals over the cable system. This room will also contain equipment necessary to control equipment in the studio. In addition, this room will be used to store equipment such as cameras, editing equipment and the like.

Office: The space within the Production Control Room used for administrative and operational functions.

Meeting Control Annex: A space within a room that contains equipment necessary to broadcast from a designated meeting room.

Edit space: Space within the Media Directors office used to edit PEG programs

Government Access Meeting Room: A room containing equipment (cameras, microphones, etc) used to broadcast or record government or School District meetings or events.

Studio: A room that will be used exclusively by the Raymond School District for normal classes or for use as a classroom to teach students in the art of Audio Video (AV) production between 7:30 AM and 4:00 PM on school days and as an AV production studio for creating PEG suitable material during non-school hours.

RCTV Spaces: The area that includes the “Production Control Room”, “Office”, “Meeting Control Annex”, “Edit Space”, “Government Access Meeting Room”, and “Studio” will be utilized by RCTV to record, broadcast, or edit PEG programming.

2. Lease:

LESSOR leases to LESSEE RCTV Spaces that are located within Raymond High School.

3. Term:

The term of this Lease will be for 10 years, commencing on December 20, 2022 and ending on December 20, 2032, contingent upon the approval of the School District’s 2023 Annual Meeting. From December 20, 2022 until March 15, 2023, LESSEE shall have a license to utilize the Premises. If the School District’s 2023 Annual Meeting does not approve the LEASE, the license shall terminate.

4. Utilities and Other Charges:

LESSOR shall pay for utility services consisting of adequate electric, heat, and water. LESSEE shall pay all telephone & internet charges. LESSOR shall supply the janitorial services provided to the rest of the Raymond High School. LESSEE shall follow LESSOR’s maintenance request procedures when requesting janitorial services. LESSEE shall make by January 30<sup>th</sup> of each year an annual payment to LESSOR as LESSOR’s compensation for utilities and custodial services. The first annual payment of \$1,800 to be paid in January 2023 will be adjusted annually thereafter by multiplying the prior January payment by the most recent December to December percent change in Consumer Price Index for the Boston-Brockton- Nashua, MA-NH-ME-CT local area as shown in the Bureau of Labor Statistics CPI Table 10.

5. Insurance:

Insurance for the facilities and the use shall be maintained by LESSOR. LESSEE shall maintain insurance on all PEG related equipment within the leased premises.

6. Security Measures:

LESSOR will work cooperatively with LESSEE to design and develop appropriate security measures for the RCTV Spaces.

A. Rights of access to RCTV Spaces shall be available only to persons authorized by the Town of Raymond Board of Selectmen or their agents, as designated in writing. All individuals authorized by the Town of Raymond with a right of access to RCTV spaces that are on the Lessor's premises shall have a current criminal history records check completed by the Lessor in compliance with RSA 189:13-a and District Policy GBCD and GBCD-R paid for by the Town, prior to access to the district's premises.

B. Such authorized persons shall have 24 hour by 7 day access to the Production Control Room and Studio.

C. RCTV Spaces shall be available to such authorized persons during non-school hours or during school hours if the room is not being used by the LESSOR. The Raymond School Board or their agents, designated in writing, shall have the first choice in scheduling studio time during school hours. Scheduling shall be jointly determined by the LESSEE and LESSOR.

D. LESSEE shall control and maintain a list of authorized RCTV personnel including phone numbers. This list shall be made available to LESSOR and a new revised copy delivered to LESSOR whenever a change takes place.

E. LESSEE shall maintain a list of persons authorized to use the studio during non-school hours including phone numbers. This list shall be made available to LESSOR and a new revised copy delivered to LESSOR whenever a change takes place. Provided, however, the Lessor reserves the right to object to and to remove any person on the list of persons authorized RCTV personnel.

F. LESSEE shall control, and maintain a list of all PEG equipment, its condition, status and location and will update the list whenever a change takes place.

7. Access to Facilities:

LESSOR's staff & faculty members certified by the RCTV Cable Coordinator as trained in the use of PEG equipment shall have access to the RCTV Spaces to provide instruction to high school students regarding the RCTV equipment, editing, and facilities during school hours. LESSOR's staff & faculty members may take a training course provided by RCTV in the use of the PEG channel equipment. Student access to the facilities shall be under the supervision of staff trained in the use of RCTV equipment. LESSOR's staff member shall be present at all times with students in the Production Control Room and in the Studio whenever RCTV equipment is present in that room.

8. Use:

The RCTV Spaces shall be used for the production of public, educational, and governmental programming, as defined by the Raymond Selectmen and as an education and training facility for LESSOR.

The Raymond Board of Selectmen or its duly authorized agent shall jointly develop with LESSOR or its duly authorized agent rules for the use of the PEG channel equipment by LESSOR's employees and students during school hours.

9 . Modifications:

Modifications to the RCTV Spaces may be proposed by the Raymond Board of Selectmen or their agents and must be approved by LESSOR or its duly authorized agent. LESSEE will pay for all modifications.

10. Structural Repairs:

During the course of the Lease, LESSOR is required to make all structural repairs to the facilities as it would in the ordinary course of maintaining its school property.

11. Improvements:

Upon expiration of the Lease, LESSEE shall own all alterations and improvements to the leased premises paid for by LESSEE, to the extent such improvements are not fixtures to the premises and can be removed without damage to the premises. All fixtures become the property of LESSOR upon the termination of the Lease. All maintenance and repairs provided and paid for by LESSOR shall remain under the ownership of the LESSOR.

12. Termination:

The Lease may be terminated only upon mutual agreement of the parties. The LESSOR and LESSEE may extend the term of the Lease upon mutual agreement and subject to approval of LESSOR's legislative body.

13. Amendments:

Any modification of this Lease or additional obligation assumed by either party in connection with this Lease shall be binding only if in writing and signed by each party or an authorized representative of each party.

14. Execution Authority:

The parties agree to execute whatever papers and documents and seek such other approvals as may be necessary to effectuate the terms of this Lease.

IN WITNESS WHEREOF, each party to this agreement has caused to be executed at on the date indicated below.

Dated: \_\_\_\_\_

TOWN OF RAYMOND  
BOARD OF SELECTMEN

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

Dated: \_\_\_\_\_

RAYMOND SCHOOL BOARD

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_



**Report of Appropriations Actually Voted**  
**Raymond**

For the period beginning January 1, 2023 and ending December 31, 2023

Form Due Date: **20 Days after the Annual Meeting**

**GOVERNING BODY CERTIFICATION**

This is to certify that the information contained in this form, appropriations actually voted by the town/city meeting, was taken from official records and is complete to the best of our knowledge and belief. Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

| <b>Name</b>           | <b>Position</b> | <b>Signature</b> |
|-----------------------|-----------------|------------------|
| Alissa Del Tufo Welch | Chair           |                  |
| Carlos Maldonado      | Vice Chair      |                  |
| George Plante         | Member          |                  |
| Patricia Bridgeo      | Member          |                  |
| Scott Campbell        | Member          |                  |

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:

<https://www.proptax.org/>

**For assistance please contact:**  
NH DRA Municipal and Property Division  
(603) 230-5090

<http://www.revenue.nh.gov/mun-prop/>





**Report of Appropriations Actually Voted**

| Account                                 | Purpose                                      | Article | Appropriations As Voted |
|---|--|---------|-------------------------|
| <b>General Government</b>               |  |         |                         |
| 4130-4139                               | Executive                                    |         | \$0                     |
| 4140-4149                               | Election, Registration, and Vital Statistics | 11      | \$255,116               |
| 4150-4151                               | Financial Administration                     | 11      | \$674,867               |
| 4152                                    | Revaluation of Property                      | 11      | \$100,290               |
| 4153                                    | Legal Expense                                | 11      | \$50,601                |
| 4155-4159                               | Personnel Administration                     | 11      | \$300                   |
| 4191-4193                               | Planning and Zoning                          | 11      | \$186,418               |
| 4194                                    | General Government Buildings                 | 11      | \$250,469               |
| 4195                                    | Cemeteries                                   | 11      | \$40,772                |
| 4196                                    | Insurance                                    | 11      | \$1,370,567             |
| 4197                                    | Advertising and Regional Association         | 11      | \$20,000                |
| 4199                                    | Other General Government                     | 11,30   | \$85,506                |
| <b>General Government Subtotal</b>      |  |         | <b>\$3,034,906</b>      |
| <b>Public Safety</b>                    |  |         |                         |
| 4210-4214                               | Police                                       | 11,12   | \$2,251,779             |
| 4215-4219                               | Ambulance                                    | 11      | \$49,298                |
| 4220-4229                               | Fire   | 11,14   | \$731,695               |
| 4240-4249                               | Building Inspection                          | 11      | \$94,149                |
| 4290-4298                               | Emergency Management                         | 11      | \$2,809                 |
| 4299                                    | Other (Including Communications)             | 11,12   | \$530,524               |
| <b>Public Safety Subtotal</b>           |  |         | <b>\$3,660,254</b>      |
| <b>Airport/Aviation Center</b>          |  |         |                         |
| 4301-4309                               | Airport Operations                           |         | \$0                     |
| <b>Airport/Aviation Center Subtotal</b> |  |         | <b>\$0</b>              |
| <b>Highways and Streets</b>             |  |         |                         |
| 4311                                    | Administration                               | 11      | \$157,913               |
| 4312                                    | Highways and Streets                         | 11,22   | \$1,388,420             |
| 4313                                    | Bridges                                      |         | \$0                     |
| 4316                                    | Street Lighting                              | 11      | \$22,001                |
| 4319                                    | Other  |         | \$0                     |
| <b>Highways and Streets Subtotal</b>    |  |         | <b>\$1,568,334</b>      |
| <b>Sanitation</b>                       |  |         |                         |
| 4321                                    | Administration                               | 11,29   | \$217,060               |
| 4323                                    | Solid Waste Collection                       |         | \$0                     |
| 4324                                    | Solid Waste Disposal                         |         | \$0                     |
| 4325                                    | Solid Waste Cleanup                          |         | \$0                     |
| 4326-4328                               | Sewage Collection and Disposal               |         | \$0                     |
| 4329                                    | Other Sanitation                             |         | \$0                     |
| <b>Sanitation Subtotal</b>              |  |         | <b>\$217,060</b>        |



Report of Appropriations Actually Voted

**Water Distribution and Treatment**

|  |   |    |                  |
|--|---|----|------------------|
| 4331   | Administration                          |    | \$0              |
| 4332   | Water Services                          |    | \$0              |
| 4335-4339  | Water Treatment, Conservation and Other | 11 | \$168,464        |
| <b>Water Distribution and Treatment Subtotal</b> |   |    | <b>\$168,464</b> |

**Electric**

|                          |                                |  |            |
|--------------------------|--------------------------------|--|------------|
| 4351-4352                | Administration and Generation  |  | \$0        |
| 4353                     | Purchase Costs                 |  | \$0        |
| 4354                     | Electric Equipment Maintenance |  | \$0        |
| 4359                     | Other Electric Costs           |  | \$0        |
| <b>Electric Subtotal</b> |                                |  | <b>\$0</b> |

**Health**

|                        |                                       |    |                |
|------------------------|---------------------------------------|----|----------------|
| 4411                   | Administration                        |    | \$0            |
| 4414                   | Pest Control                          | 21 | \$1            |
| 4415-4419              | Health Agencies, Hospitals, and Other | 24 | \$5,000        |
| <b>Health Subtotal</b> |                                       |    | <b>\$5,001</b> |

**Welfare**

|                         |                                      |    |                 |
|-------------------------|--------------------------------------|----|-----------------|
| 4441-4442               | Administration and Direct Assistance | 11 | \$59,688        |
| 4444                    | Intergovernmental Welfare Payments   |    | \$0             |
| 4445-4449               | Vendor Payments and Other            | 24 | \$35,000        |
| <b>Welfare Subtotal</b> |                                      |    | <b>\$94,688</b> |

**Culture and Recreation**

|  |                              |       |                  |
|--|------------------------------|-------|------------------|
| 4520-4529                              | Parks and Recreation         | 11,15 | \$529,207        |
| 4550-4559                              | Library                      | 11    | \$332,475        |
| 4583                                   | Patriotic Purposes           | 11,28 | \$11,371         |
| 4589                                   | Other Culture and Recreation | 11    | \$8,735          |
| <b>Culture and Recreation Subtotal</b> |                              |       | <b>\$881,788</b> |

**Conservation and Development**

|  |  |    |              |
|--|--|----|--------------|
| 4611-4612                                    | Administration and Purchasing of Natural Resources | 11 | \$925        |
| 4619   | Other Conservation                                 |    | \$0          |
| 4631-4632                                    | Redevelopment and Housing                          |    | \$0          |
| 4651-4659                                    | Economic Development                               | 11 | \$7          |
| <b>Conservation and Development Subtotal</b> |  |    | <b>\$932</b> |



Report of Appropriations Actually Voted

Debt Service

|                       |                                       |  |     |
|-----------------------|---------------------------------------|--|-----|
| 4711                  | Long Term Bonds and Notes - Principal |  | \$0 |
| 4721                  | Long Term Bonds and Notes - Interest  |  | \$0 |
| 4723                  | Tax Anticipation Notes - Interest     |  | \$0 |
| 4790-4799             | Other Debt Service                    |  | \$0 |
| Debt Service Subtotal |                                       |  | \$0 |

Capital Outlay

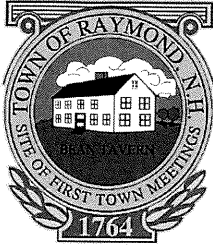
|                         |                                    |       |           |
|-------------------------|------------------------------------|-------|-----------|
| 4901                    | Land                               |       | \$0       |
| 4902                    | Machinery, Vehicles, and Equipment |       | \$0       |
| 4903                    | Buildings                          |       | \$0       |
| 4909                    | Improvements Other than Buildings  | 23,36 | \$482,455 |
| Capital Outlay Subtotal |                                    |       | \$482,455 |

Operating Transfers Out

|                                  |                                      |                      |             |
|----------------------------------|--------------------------------------|----------------------|-------------|
| 4912                             | To Special Revenue Fund              |                      | \$0         |
| 4913                             | To Capital Projects Fund             |                      | \$0         |
| 4914A                            | To Proprietary Fund - Airport        |                      | \$0         |
| 4914E                            | To Proprietary Fund - Electric       |                      | \$0         |
| 4914O                            | To Proprietary Fund - Other          |                      | \$0         |
| 4914S                            | To Proprietary Fund - Sewer          |                      | \$0         |
| 4914W                            | To Proprietary Fund - Water          | 11                   | \$877,953   |
| 4915                             | To Capital Reserve Fund              | 16,17,18,19,20,25,26 | \$1,246,842 |
| 4916                             | To Expendable Trusts/Fiduciary Funds | 27                   | \$4,000     |
| 4917                             | To Health Maintenance Trust Funds    |                      | \$0         |
| 4918                             | To Non-Expendable Trust Funds        |                      | \$0         |
| 4919                             | To Fiduciary Funds                   |                      | \$0         |
| Operating Transfers Out Subtotal |                                      |                      | \$2,128,795 |

Total Voted Appropriations

\$12,242,677



# TOWN OF RAYMOND

## Town Manager

4 Epping Street

Raymond, NH 03077

Telephone: (603) 895-7007

June 5, 2023

### Taft Way

**Issue:** Taft Way is a platted subdivision approved by the Raymond Planning Board in 1984. As part of that subdivision, extensions to both Taft and Coolidge Ways were approved. Subsequently, in 2002, the Board of Selectmen accepted a list of roads, which included Taft Way. The motion at the time did not specify any kind of partial acceptance. Looking at RSA 674:41 (b) (2) defines the conditions under which Taft Way does provide frontage for this lot. As a result of this parcel and unpaved extension of Taft Way meeting the description under that RSA section, this lot does have frontage on a town road. The actions that would need to occur in order for the Select Board to be able to grant permission to issue a building permit are in accordance with RSA 674:41.

According to research that was conducted back in 2017 (information is in your Teams folder that Karrie-Ann has set up), this is in fact a lot with legal frontage. This information was sent to the ZBA's attorney initially, because the applicant originally thought they would have to apply for a variance, but given that it meets the statutory definition of having frontage, the applicant is asking the Select Board for permission to construct part of their driveway over the unpaved portion of Taft Way to get to the paved cul-de-sac. It has been recommended that the Select Board review this under RSA 641:41, and because this subdivision was approved with an extension of Taft Way, which was not improved at the time. I have been through the and I found advice given to the applicant by the Planning Board at the time. The minutes state:

*"Mr. Robbins was advised that the portions of roads located would have to be brought to town standards or a variance received to locate a home on a road other than a town road."*

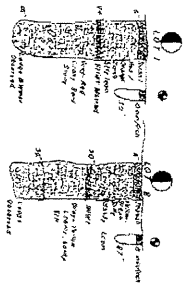
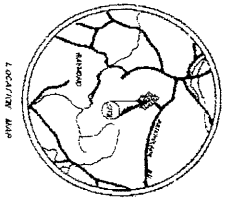
**Legal Advice:** At this point it is out of the Planning Board's jurisdiction, except in terms of providing its recommendation to the Select Board, but it is a platted road and does provide frontage according to RSA 674:41. According to both the ZBA attorney and the Select Board's attorney, after receiving a *recommendation* from the Planning Board, allowing them to proceed with a limits of liability, approved by legal counsel, executed and recorded at the registry of deeds is the process that the Town should follow.

Part of the ...  
 1/4 Sec 21, T14N, R10E, S18W  
 1/4 Sec 22, T14N, R10E, S18W

Map of Quarter  
 LYNN & FAIR HANCOCK  
 T14N, R10E, S18W

**SOIL DATA:**

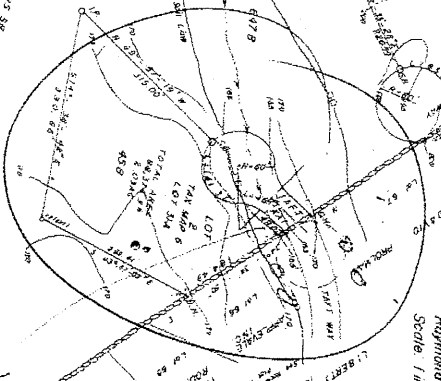
428' x 600' ...  
 348' x 1' ...  
 See description ...



Notes on ...  
 The map ...

D-12345

OWNER: ...  
 2,423 S.W. 8 01  
 80 22 AC.  
 U.F.C.D. ...  
 DANIEL B. ...



**Robbins Estates**  
 East Drive  
 Rockingham County, New Hampshire  
 Scale: 1 inch = 100 feet  
 MAY 1983

Survey and Lot Subdivision  
 for

APPROVED FOR SUBDIVISION  
 BY THE PLANNING BOARD  
 ON DATE ...  
 CERTIFIED BY: ...  
 AND/OR ...



**Surveyor Certification**  
 I hereby certify that this is a true and correct survey based upon field procedures and data provided.  
 Signature: ...  
 Date: ...

**Field Procedure Electronic Image**  
 Name: ...  
 Title: ...

**Surveyors & Associates**  
 603-271-5177

RE: ZBA

Joe Driscoll <joe@mitchellmunigroup.com>

Wed 4/12/2023 11:03 AM

To: Christina McCarthy <cmccarthy@raymondnh.gov>

Hi Chris,

Just wanted to sum up our discussion yesterday regarding Taft Way.

The variance application that has been filed presents an issue to the Town, based on Taft Way itself. The owner of Map 16 Lot 2-4, has requested a variance from the road frontage requirement because the property does not physically abut the cul-de-sac at the end of Taft Way. However, based on the subdivision plan (D-12345) this lot was approved based on Taft Way coming up further and actually being the property boundary for this parcel. So "on paper" there is potentially road frontage.

Based on the BOS minutes that I received, it appears that Taft Way was accepted by the BOS on April 15, 2002, in a motion that included numerous other properties. Consequently, the question becomes, what did the Town accept? The subdivision plan (included in the application) shows Taft Way, and based on caselaw a dedication of a road can occur by filing a subdivision plan with the road on it, with the planning board. So if that subdivision plan was the dedication that was subsequently accepted in 2002, then the entirety of Taft Way indicated on that plan is a Town road. Therefore, the lot would have frontage on the road. The applicant would then simply need permission to build the contemplated portion of his driveway in that area to connect with the present cul-de-sac. It would then appear that no variance would be required.

If there was a different dedication/mechanism that this was accepted under, then the analysis could change, and the Town road may be limited to the actual pavement on the ground. However, of note (but not likely controlling) is that the Town's tax maps include the entirety of Taft Way on the Plan, not simply the current paved portion.

I would recommend bringing this road ownership issue to the applicant's attention, so that they can do the necessary research to make the decision as to what they do. Importantly however, I would just note that if the Town accepted the entirety of Taft Way, then there can be the issue raised by the applicant that he is supposed to have a class V road in front of his property.

Additionally, as this is likely to go to the Selectboard for them to address, I would recommend giving me the authority to discuss this issue with the Selectboard's counsel so there isn't any confusion as to the issue that has been raised.

Let me know if there are any questions and I hope all is well.

Best regards,

Joseph H. Driscoll IV, Esq.  
Mitchell Municipal Group, P.A.  
25 Beacon Street East  
Laconia, NH 03246  
(603) 524-3885  
Fax (603) 524-0745  
[www.mitchellmunicipalgroup.com](http://www.mitchellmunicipalgroup.com)



**From:** Keriann Roman <KRoman@dwmlaw.com>  
**Sent:** Wednesday, May 3, 2023 10:42 AM  
**To:** Ernest M. Cartier Creveling <townmanager@raymondnh.gov>  
**Subject:** FW: DWPermitAppandPastTaftExplanation.pdf

Ernie,

If this owner is an abutter to the paper street portion of Taft that was never developed, he is presumed to own title to the center of a street or way and thus could install a driveway on it, if all other Town requirements are met.

As to future Road acceptance, Yes, the Town retains the Right to accept this additional portion of Taft way and upgrade it. But we can't legally use that as a reason to deny access to this lot.

I can't tell if he has a 674:41 problem – does his lot abut on the finished portion of Taft? If it does *not*, then while the Planning Board approval of the original plan gives still gives this owner the right to build on a lot for which that paper street provides the sole access (that is, frontage). RSA 674:41, l(b), the buildings on a such a street approved by the planning board cannot be used or occupied until the street has been completed to the specifications mandated by the planning board, which this portion of the road has not been so upgraded. So, in THAT case, he will need BOS 674:41 approval to build on this lot using this driveway as access to the upgraded portion of Taft.

**Keriann Roman**  
Attorney

☎ 603.792.7419  
KRoman@dwmlaw.com

RAYMOND PLANNING BOARD MINUTES

APRIL 12, 1984

The special meeting of the Raymond Planning board was called to order at 7:40 p.m.

Mr. Robbins presented his final plan to the board with all corrections made. Chairman Steven Sloan signed the plan with acceptance of the board. Three (3) copies of the plans were provided the board for their use and Mr. Robbins retained the mylar for recording purposes. A check was received for \$12.00 for sub-division and recording fees. Mr. Robbins was advised that the portions of roads located would have to be brought to town standards or a variance received to locate a home on a road other than a town road.

Mr. Panzarri came before the board and advised the board that he and his brother are in the process of buying lot 42 map 3 of the Raymond Tax maps. He indicated their interest in sub-dividing the land in to various size lots from 2-5 acres in three phases of construction over the next several years. At his request, he was provided a sub-division check list and offered the board that Richard Ladd will be engineering the project. The board than advised Mr. Panzarri that Richard Ladd was quite aware of all requirements of the board and they expressed confidence in him.

Mr. Roscoe Finch of Metropolitan Foods addressed the board and that he had applied for and received a building permit nine (9) months ago and has recently been advised by the building inspector that it has been revoked due to the lack of construction start during the required six (6) month period. Mr. Finch approached the building inspector to re-apply for a permit and was told in the interim the planning board had adopted site plan review. The building inspector referred him to the planning board for a decision on his needing site plan review.

Alternate Ralph Stead arrived late at 8:00 p.m.

The building inspector was present at the meeting and advised the board that he had conducted somewhat of a site survey at the time of the original permit. He also advised the board that Mr. Finch had been very cooperative and that he and Mr. Finch walked the site to determine best location and size of building relative to parking, driveways and lot lines.

It was decided that Mr. Finch should be allowed to continue with his construction and will return to the May 3, 1984 meeting to apprise the board of his construction plans that was agreeable to board members and Mr. Finch.





TOWN OF RAYMOND, NEW HAMPSHIRE DEPARTMENT OF PUBLIC WORKS

603-895-7036

# DRIVEWAY PERMIT

PAGE 1 of 3

PERMIT NUMBER: \_\_\_\_\_

DATE: 2/28/2023

Is this a temporary permit?  Yes  No

Pursuant to NH RSA 236:13, pertinent provisions of the TOWN OF RAYMOND, NEW HAMPSHIRE code, regulations and relevant amendments, anyone wishing to move an existing driveway or install a new driveway to access a Town controlled road must secure an approved DRIVEWAY PERMIT from the Department of Public Works.

Applicant Name: Daniel Perry Builders LLC

Fee Paid: 136<sup>00</sup>

Applicant Address: 28 Wellington Dr. Hampstead NH

Map/Lot Number: 0384 / 116/2-4

Cell Phone: 603-216-7056

Email: dpbuilder909@gmail.com

|                       |         |
|-----------------------|---------|
| PERMIT FEE:           | \$94.00 |
| TEMPORARY PERMIT FEE: | \$16.00 |

### DRIVEWAY INFORMATION:

Driveway Address: Taft Way

Driveway status? New  Existing

Will this driveway provide access to a residential use? Yes  No

Will driveway serve more than one dwelling unit? Yes  No

Will this driveway provide access to a commercial use? Yes  No

Proposed surface material? Asphalt Pavement

Concrete Pavement  Gravel

Will construction impact? Sidewalk  Curbing

Stonewall  Tree(s) with Town ROW

### The Applicant / Property Owner, heirs, successors and assigns hereby agree that:

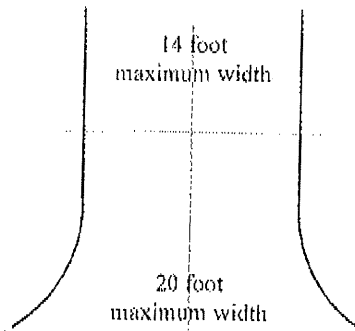
1. This driveway shall be installed in accordance with the attached Driveway Design and Construction Standards and any conditions to the approval of this Permit.
2. The Property Owner, heirs, successors and assigns will have continuing responsibility for the maintenance and adequacy of the driveway, grading, drainage, culvert, headwalls, vegetation impacting sight distance and other improvements made in connection with this driveway work.
3. This driveway shall be used for access only. An approval does not authorize parking within the Town Right of Way.
4. The Property Owner, heirs, successors and assigns shall hold harmless the Town of Raymond, its agents, employees and Boards against any action for injury or damage sustained by reason of exercising this DRIVEWAY PERMIT.
5. This parcel shall have no more than one driveway.
6. The final decision regarding driveway location and construction requirements rest with the Director of Public Works.
7. This Permit will expire in 1 year from the approval date if work is not completed per requirements.



PERMIT NUMBER: \_\_\_\_\_

Design and Construction Standards

1. Within 25 feet of the Town road, a driveway shall not exceed 14 feet in width and transition to a maximum of 20 feet. The transition shall include a radius at each sideline of the driveway where it meets the road. The radius shall be a minimum of 8 feet.
2. To protect the road edge, all driveways shall be paved for a minimum distance of 10 feet from the road edge for the full width of the driveway and its radius transitions.
3. Pavement shall consist of bituminous asphalt concrete, concrete or smooth paving stones.
4. The driveway surface may change to gravel or other surface types beyond the required 10 foot paved apron.
5. Driveways shall meet the sideline of the street at 90 degrees.
6. Driveway grading at the driveway apron where it meets the road shall slope back away from the road surface at a minimum of 2% slope. No runoff from the driveway shall flow into the road.



Alignment of driveway to meet the road edge at 90 degrees

CONTRACTOR: Daniel Perry Builders LLC Date: 2/28/2023  
Office Phone Number: 603-329-5677 Cell Phone: 603-216-7056

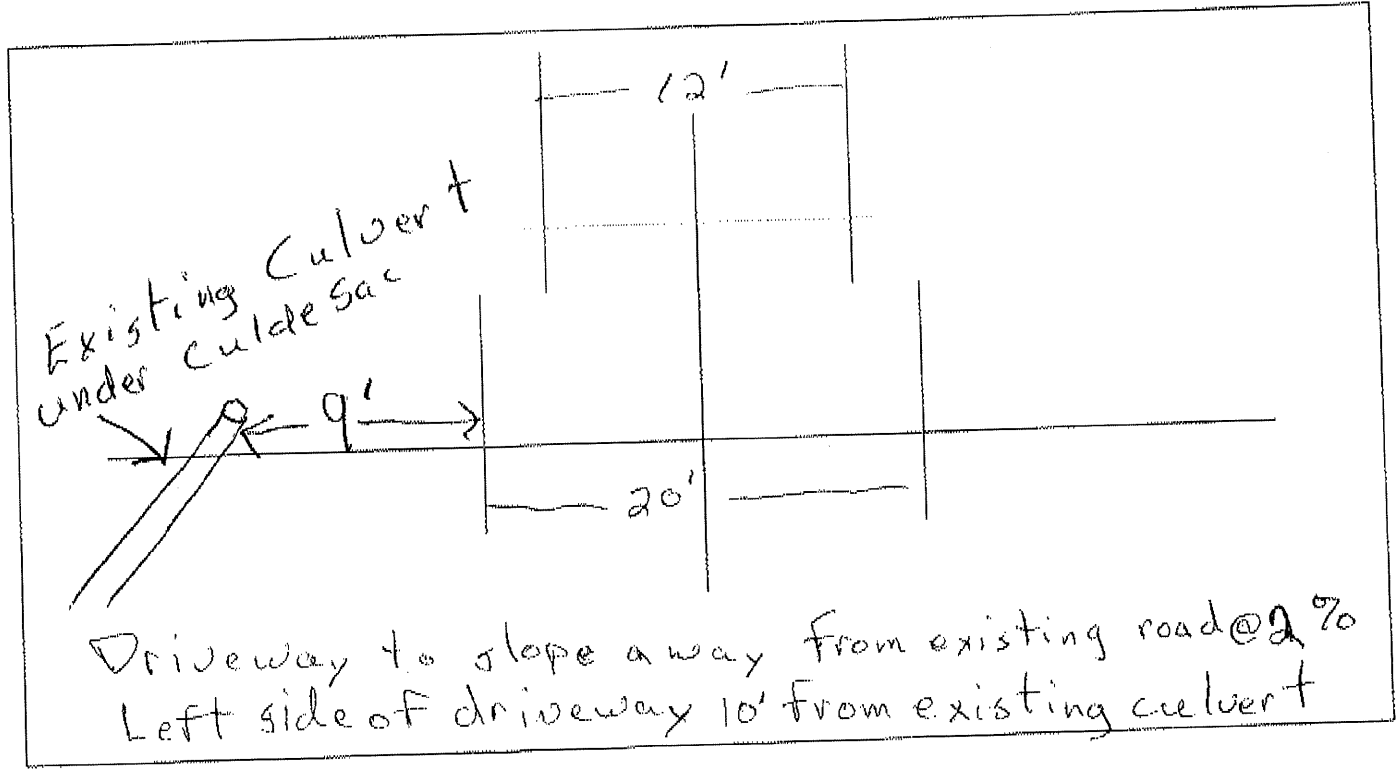
DIRECTOR OF PUBLIC WORKS: \_\_\_\_\_  APPROVED  DENIED Date: \_\_\_\_\_



PERMIT NUMBER: \_\_\_\_\_

Provide a sketch of the proposed driveway location, dimensional and topographic information.

1. Location information to include horizontal distance from the point where the driveway center line meets the edge of the road to a nearby fixed landmark such as a utility pole.
2. Dimensional information to include driveway width at the street, width at a point 10 feet in from the edge of the road pavement, radius, overall length of driveway.
3. Topographic information to identify whether the driveway profile will travel higher than the road surface or drop below the road surface. Provide information regarding existing road side drainage facilities.



CONDITIONS OF APPROVAL:



The State of New Hampshire  
Department of Environmental Services

Robert R. Scott, Commissioner



WETLANDS AND NON-SITE SPECIFIC PERMIT 2023-00129 PAGE 1 OF 4

NOTE CONDITIONS

**PERMITTEE:** DANIEL PERRY BUILDERS LLC  
28 WELLINGTON DR  
HAMPSTEAD NH

**PROJECT LOCATION:** TRAFF WAY, RAYMOND TAX MAP 16 LOT 2-4

**WATERBODY:** UNKNOWN

**APPROVAL DATE:** FEBRUARY 14, 2023

**EXPIRATION DATE:** FEBRUARY 14, 2028

Based upon review of permit application 2023-00129 in accordance with RSA 482-A and RSA 485-A:17, the New Hampshire Department of Environmental Services (NHDES) hereby issues this Wetlands and Non-Site Specific Permit. To validate this Permit, signatures of the Permittee and the Principal Contractor are required.

**PERMIT DESCRIPTION:** Impact 813 square feet of palustrine forested wetland for the installation of a 36-inch by 32.5-foot RCP culvert for the construction of a driveway for access to buildable uplands for the construction of a single-family residential dwelling.

**THIS PERMIT IS SUBJECT TO THE FOLLOWING PROJECT-SPECIFIC CONDITIONS:**

1. In accordance with Env-Wt 307.16, all work shall be done in accordance with the following plans by Ferwerda Mapping LLC received by the NH Department of Environmental Services (NHDES) on January 19, 2023:
  - a.) The 'Proposed Condition Plan' dated December 7, 2022 and revised through December 23, 2022 and,
  - b.) The 'Threatened & Endangered Species' plan dated December 23, 2022.
2. In accordance with Env-Wt 524.05(a), residential, commercial, or industrial development projects in non-tidal wetlands shall submit a construction notice with the department at least 48 hours prior to commencing work.
3. In accordance with Env-Wt 307.03(b), all work, including management of soil stockpiles, shall be conducted so as to minimize erosion, minimize sediment transfer to surface waters or wetlands, and minimize turbidity in surface waters and wetlands using the techniques described in Env-Wq 1505.02, Env-Wq 1505.04, Env-Wq 1506, and Env-Wq 1508; the applicable BMP manual; or a combination thereof, if the BMP manual provides less protection to jurisdictional areas than the provisions of Env-Wq 1500.
4. In accordance with Env-Wt 307.03(g)(1), the person in charge of construction equipment shall inspect such equipment for leaking fuel, oil, and hydraulic fluid each day prior to entering surface waters or wetlands or operating in an area where such fluids could reach groundwater, surface waters, or wetlands.
5. In accordance with Env-Wt 307.03(g)(3) and (4), the person in charge of construction equipment shall maintain oil spill kits and diesel fuel spill kits, as applicable to the type(s) and amount(s) of oil and diesel fuel used, on site so as to be readily accessible at all times during construction; and train each equipment operator in the use of the spill kits.
6. In accordance with Env-Wt 307.03(g)(2), the person in charge of construction equipment shall repair any leaks prior to using the equipment in an area where such fluids could reach groundwater, surface waters, or wetlands.
7. In accordance with Env-Wt 307.03(h), equipment shall be staged and refueled outside of jurisdictional areas (unless allowed) and in accordance with Env-Wt 307.15.

[www.des.nh.gov](http://www.des.nh.gov)

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095

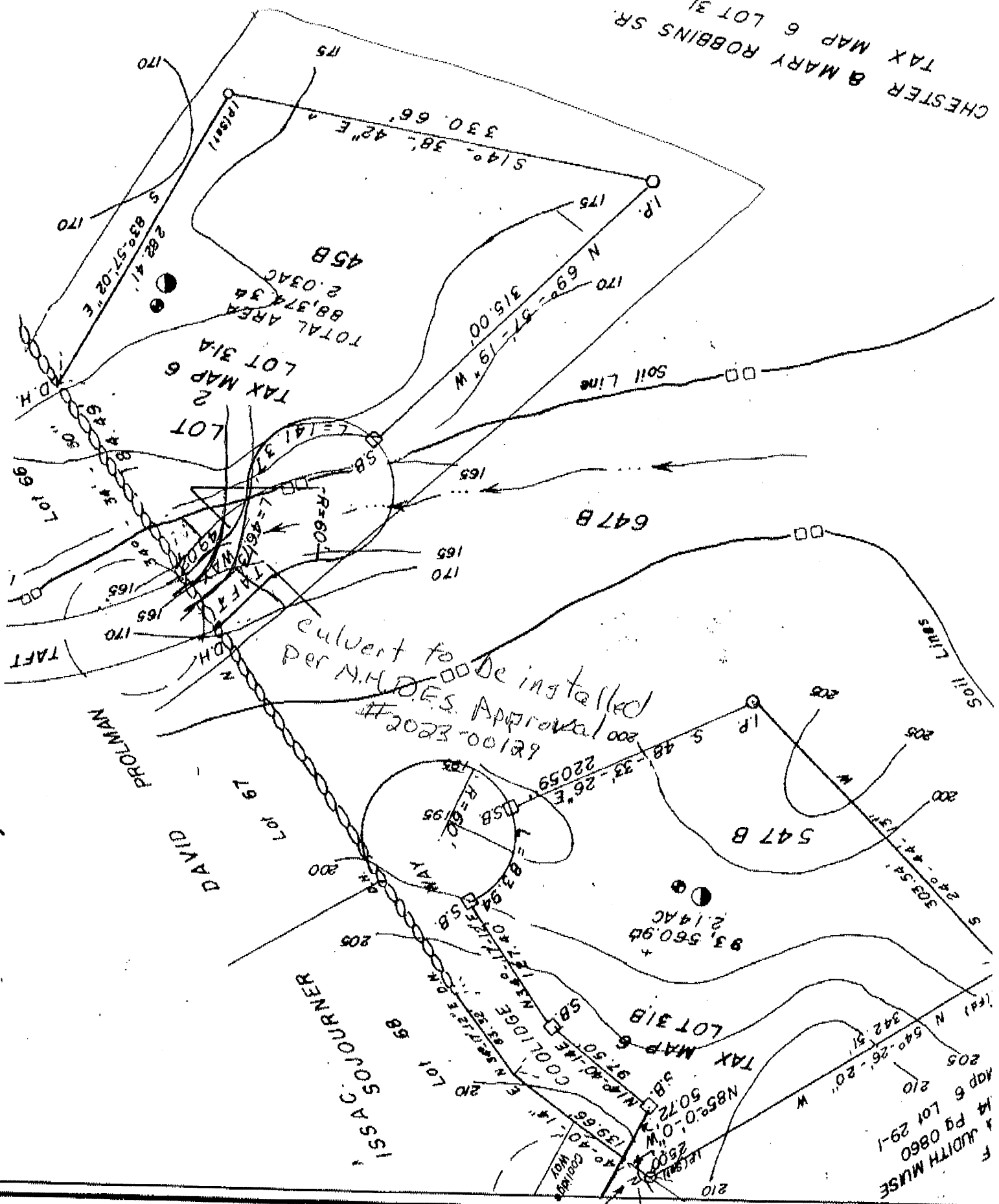
NHDES Main Line: (603) 271-3503 • Subsurface Fax: (603) 271-6683 • Wetlands Fax: (603) 271-6588

TDD Access: Relay NH 1 (800) 735-2964

23. In accordance with Env-Wt 307.12(b), upon completion of construction, all disturbed wetland areas shall be stabilized with wetland seed mix containing non-invasive plant species only.
23. In accordance with Env-Wt 307.12(c), any seed mix used shall not contain plant species that are exotic aquatic weeds.
24. In accordance with Env-Wt 307.12(a), within 3 days of final grading or temporary suspension of work in an area that is in or adjacent to surface waters, all exposed soil areas shall be stabilized by seeding and mulching, if during the growing season; or mulching with tackifiers on slopes less than 3:1 or netting and pinning on slopes steeper than 3:1 if not within the growing season.
25. In accordance with Env-Wt 307.12(f), if any temporary impact area that is stabilized with seeding or plantings does not have at least 75% successful establishment of wetlands vegetation after 2 growing seasons, the area shall be replanted or reseeded, as applicable.

60  
2,623,345 B & C

CHESTER & MARY ROBBINS SR.  
TAX MAP 6 LOT 31



culvert to be installed  
per N.H.D.E.S. Approval  
#2023-00202

DAVID  
PROLMAN

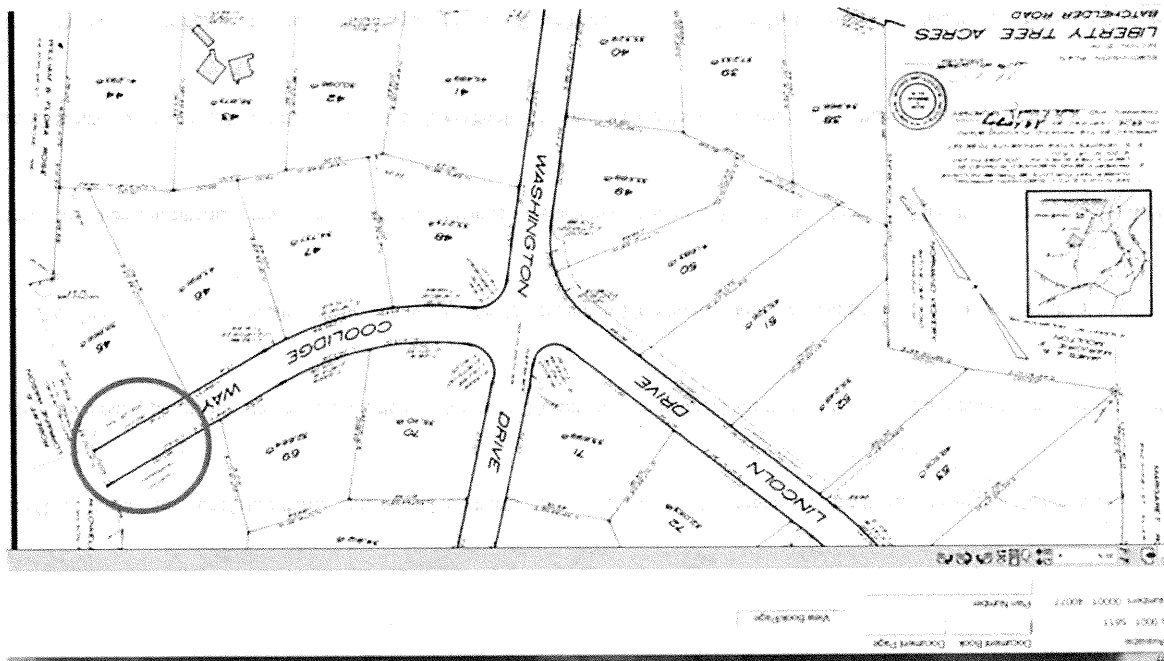
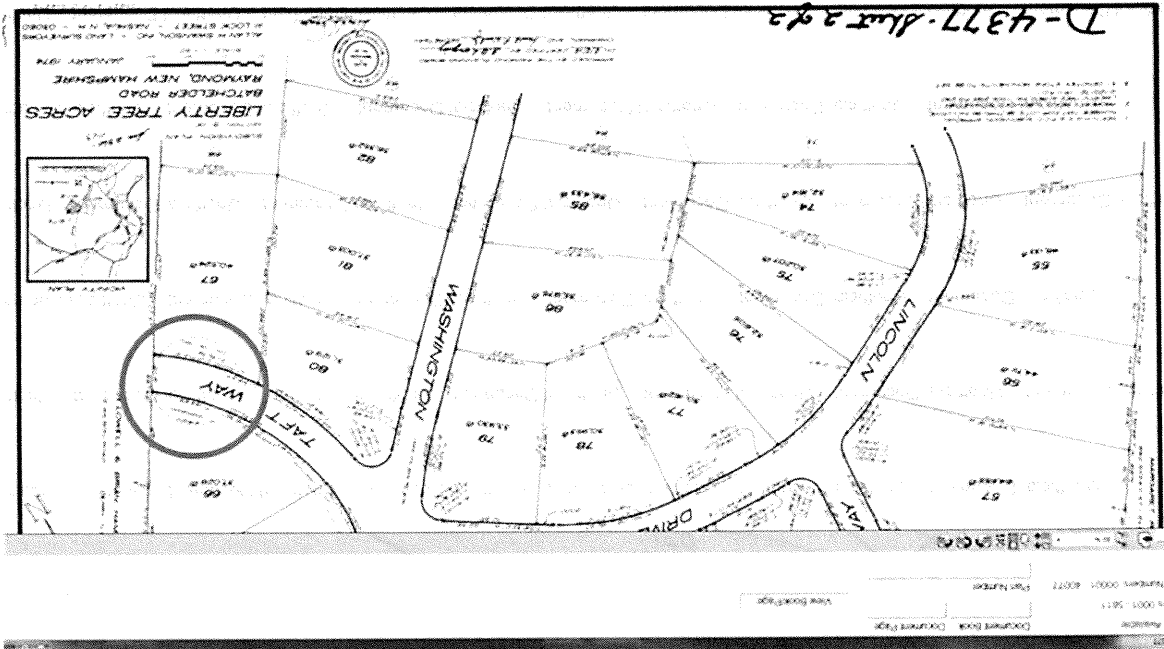
ISSAC SQUORNER

RICHARD & ELEANOR BOLTON

JUDITH MUSE  
Pg 0860  
Lot 29-1

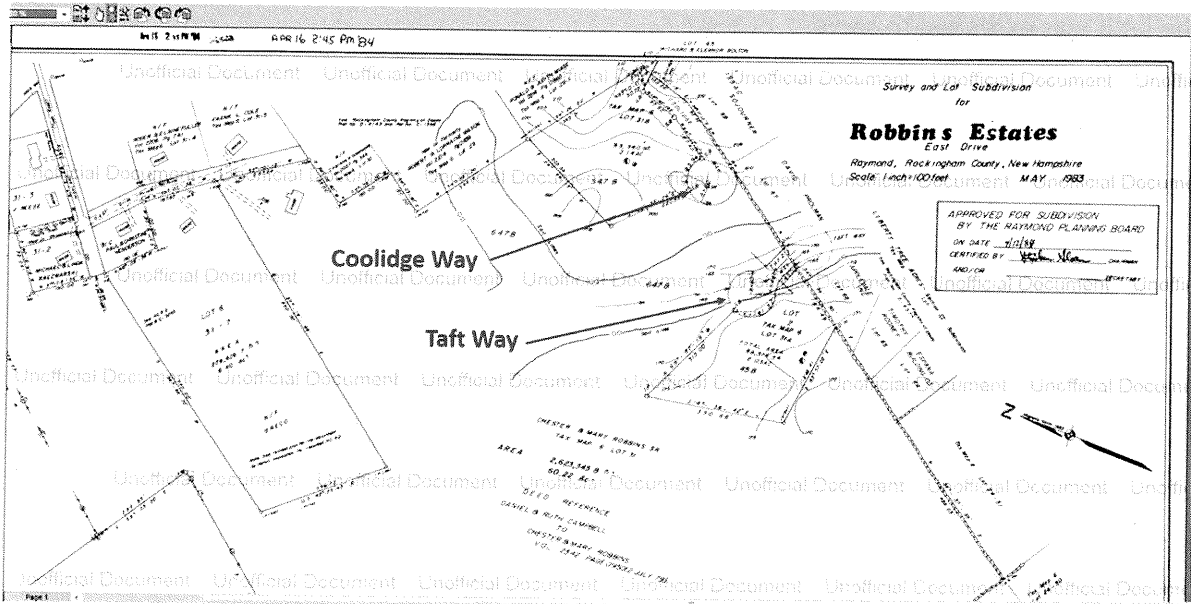
**Summary of Request and Unanswered questions re: Request to subdivide with access from cl-de-sac at end of Coolidge Way. E. Cartier Creveling**

There is a landowner wishing to subdivide a 2+ acres parcel of land with frontage on an undeveloped road within a plat approved by the Planning Board in 1984. That approval resulted in extensions to two roads from a previous plat approved by the Planning Board in 1974. The first two maps are from the original Liberty Tree Acres approved by the Planning Board in 1974. In the following plat, approved in 1984 by the Raymond Planning Board, you will see approved extensions to both Coolidge Way and Taft Way.

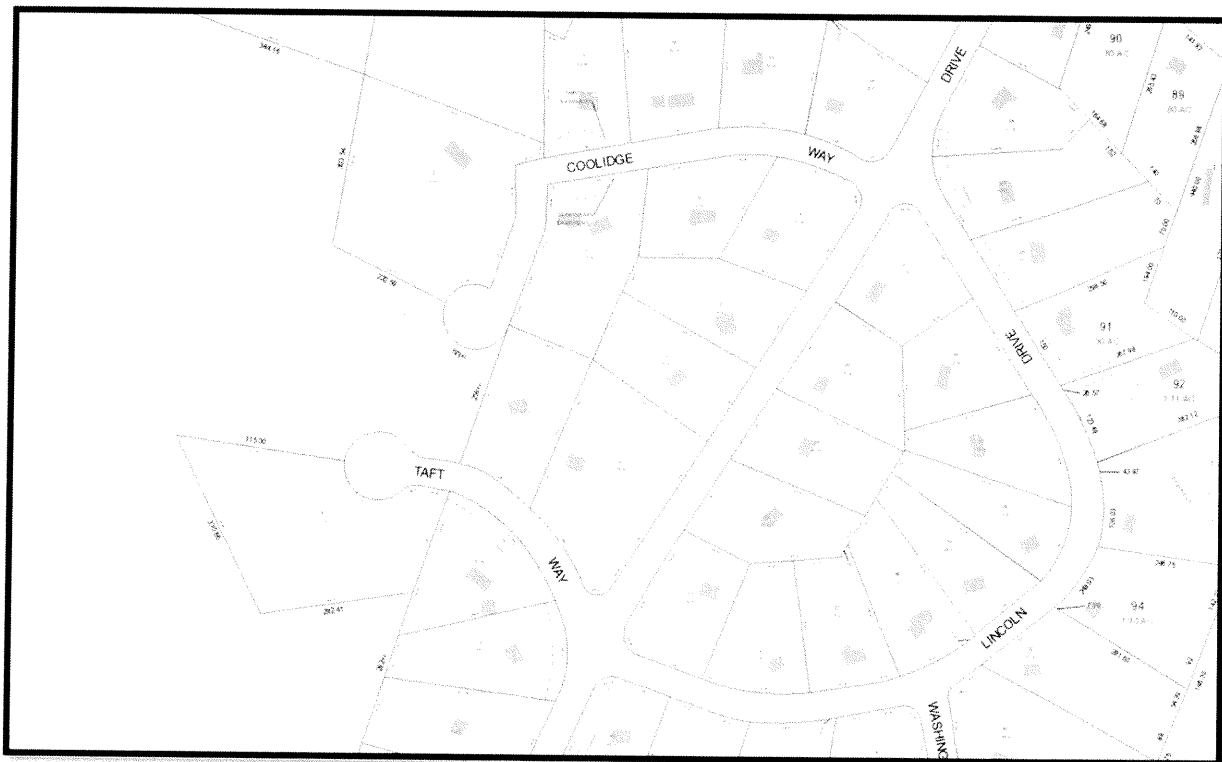


**Summary of Request and Unanswered questions re: Request to subdivide with access from cl-de-sac at end of Coolidge Way. E. Cartier Creveling**

Here is the 1984 Robbins Estates plan, as recorded at the registry. I have added the text boxes and arrows for clarification.



Here is what it looks like without all the clutter on our tax maps (just for clarity).





**Summary of Request and Unanswered questions re: Request to subdivide with access from cl-de-sac at end of Coolidge Way. E. Cartier Creveling**

Here is the reality. As you can see, the streets were never built out per the plan, however, they are still represented on paper. It appears from our GIS reader/Tax Map tool, that the cul-de-sac on Coolidge Way was built partly within the reservation on the plat for Coolidge and partly on the lot it was extended to serve.



The landowner of the parcel at the end of the platted cul-de-sac wants to subdivide yet another 2 + acre lot, but wants to gain access to it from the built (actual) cul-de-sac, through the remainder of the undeveloped Coolidge Way via a driveway.

The questions are:

1. Does the frontage on a paper street work to meet the zoning requirements, or will the applicant need a variance? Interestingly, in the one paragraph reference to this project in the 1984 minutes, Chairman Sloan stated to Mr. Robbins that the roads would have to be brought up to Town standards before they could be built upon, or a variance sought.
2. Will the applicant need to go to the Selectmen for permission to obtain a building permit in accordance with RSA 674:41?
3. Is there any easement or other instrument needed from someone to the current applicant for access from the built cul-de-sac through the dedicated Taft Way corridor to the proposed lot?
4. All of the above.

Summary of Request and Unanswered questions re: Request to subdivide with access from cl-de-sac at end of Coolidge Way. E. Cartier Creveling



TOWN OF RAYMOND, NH

CAPITAL RESERVE/TRUST FUND REQUEST

4 Epping Street  
 Raymond, NH 03077  
 (603) 895-7010  
 Fax (603) 895-7064



REQUEST FROM:  
**Department**  
 DPW General Government Buildings

**CONTROL NUMBER:**  
 2023-06

| DATE OF REQUEST   | REQUISITIONER NAME                                    | DATE OF SELECTMEN'S MEETING | REQUESTED AMOUNT |
|---|---|-----------------------------|------------------|
| 5/11/2023   | Brian Arnold  | June 6, 2023                |                  |
| FUND NAME / ACCOUNT   | DESCRIPTION OF FUNDING REQUEST AND PROPOSED PURCHASES |                             |                  |
| <b>Gen Gvt Bldgs Impvmts<br/>05-8028-001</b>                                  | Veterans Memorial bandstand post replacements.        |                             | \$10,000         |
| <i>Capital Reserve Fund available balance as of March 2023 - \$553,153.60</i> |   |                             |                  |

Chair Alissa Del Tufo Welch Approved / Not Approved

Vice Chair Carlos Maldonado Approved / Not Approved

George Plante Approved / Not Approved

Scott Campbell Approved / Not Approved

Patricia Bridgeo Approved / Not Approved

## Julie Jenks

---

**From:** Stacey Grella  
**Sent:** Thursday, May 11, 2023 9:50 AM  
**To:** Julie Jenks  
**Cc:** Brian Arnold  
**Subject:** CRF Request - GGB Funds for Bandstand Repairs  
**Attachments:** Veterans Memorial Bandstand Repair 2023.pdf; Bandstand Contract Fully Executed 2023.pdf; COI.pdf

Hi Julie...

I would like to use \$10,000 from the GGB CRF for repairs to be done at the Bandstand in the Town Common. This was put out to bid in March of 2023 with a submittal deadline of April 5<sup>th</sup>. We received only one response to the RFP and that was from Covered Bridge Outdoor Construction out of Manchester. Attached is the original RFP that was posted on our website and published in the newspaper, and also a copy of the contract between the Town and Covered Bridge along with their COI. Work will be scheduled to start soon and is to be completed no later than June 30<sup>th</sup> so it will be ready for the Town's 4<sup>th</sup> of July and Town Fair festivities.

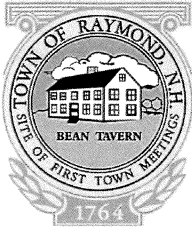
It should be noted that in the RFP, the work requested was to replace only the 3" rotted section of each post, however, after our Parks Foreman met with the contractor on site, it was decided that replacing the entire post was a much more economical way to go and it made more sense for the integrity of the structure. This is also noted on the bid sheet submitted by Covered Bridge as part of the contract.

If you have any questions, or need anything else from me, please let me know...thanks!

S

*Stacey J. Grella, Operations Manager  
Department of Public Works  
4 Epping Street  
Raymond, NH 03077  
603-895-7036  
[sgrella@raymondnh.gov](mailto:sgrella@raymondnh.gov)  
M-F 7:30am – 4:00pm*





**Town of Raymond, New Hampshire  
Department of Public Works  
Request for Proposals**

**Veterans Memorial Bandstand Support System**

**2023**

The Town of Raymond, New Hampshire is soliciting proposals from Contractors interested in providing the repair of the Veterans Memorial Bandstand Support System.

The Town has a bandstand located in the Veteran's Memorial Park, that is in need of an 8 leg support system repair.

Interested contractors shall provide the Town with written proposals outlining the firm's experience, references, equipment to be used and proposed schedule. The proposal shall also include a completed and executed BID FORM.

It is anticipated that the repair will begin at a mutually agreed upon date between the Contractor and the Town and completed no later than June 30, 2023.

The Town also reserves the right to reject any or all Bids and the right to adjust the schedule as may be required due to weather and/or Town events taking place on the Common.

All proposals must be provided in hard copy enclosed within a sealed envelope and clearly labeled "**2023 Veterans Memorial Bandstand Support System**" by the deadline noted below:

Deadline for receipt of proposals is 3:00 p.m. Wednesday, April 5, 2023

Interested parties should contact:  
Town of Raymond  
Department of Public Works  
4 Epping Street  
Raymond, NH 03077  
Email: [barnold@raymondnh.gov](mailto:barnold@raymondnh.gov)

The Town of Raymond reserves the right to contract with the Bidder that has been determined to be in the best interest of the Town after full consideration of cost, schedule, and overall value.

**Contractors are required to plan to visit the job site and/or review the scope of work with the DPW Director or Buildings Foreman prior to bidding.**

Each **Bid shall be submitted on the Bid Form** furnished by the Town of Raymond and attached to this Request for Proposals package.

**Invoicing for Hours Worked:**

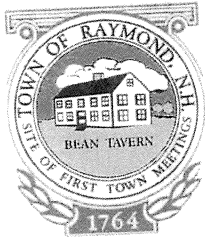
1. The Contractor may invoice for the approved hours accrued during active job operations at the All-Inclusive Hourly Rate identified on the Bid Form.
2. The Contractor will not be paid for:
  - Time consumed addressing equipment issues.
  - Time demobilizing, standing by or remobilizing due to weather conditions.
  - Time associated with re-working an area in a repetitive manner due to issues within the control of the Contractor such as faulty equipment, unskilled equipment operators or Contractor decisions to proceed with operations during questionable weather conditions.
3. All hours shall be reviewed at the end of each day. The Buildings Foreman or his designee must acknowledge and approve daily time slips for payment.
4. Work performed on Town property shall be invoiced to the Town of Raymond Attn: Stacey Grella, Public Works Department.

**Safety:**

All activities under this Contract shall be executed in accordance with all applicable Federal, State and Local safety regulations. All workers of the selected Contractor shall be properly trained in safe operation of tools and equipment assigned to them for their use and shall be provided with proper safety and protective gear.

**Insurance:**

The selected Contractor shall be required to maintain general liability and other insurance as is appropriate for the work being performed. Excess Liability, Automotive Liability, Protective Liability, and General Liability coverage shall be a minimum of \$2,000,000 each.



Town of Raymond, New Hampshire  
Department of Public Works

Veterans Memorial Bandstand Support System 2023

CONTRACT

**Scope of Work:**

All work shall be coordinated through the office of the Parks Foreman.

Unless otherwise agreed to by the parties, the work shall occur between 7:00 am and 3:00 pm Monday through Friday, excluding holidays. Other hours may be modified upon mutual agreement of the parties.

**Work needs to be completed no later than June 30, 2023.**

Work will include removing hand rails and electrical outlets and removing each post. Replace the entire post and wrap in all new composite trim, securing it to the concrete base with the proper bracket system. Once the post is in place, the contractor must secure the new post to the existing 4x4 with the proper bracket system as well. Once the structure post is in place and secured it will be wrapped in white composite material as the finish product. The contractor must reset all handrails and power outlets.

The Contractor shall determine the number of employees necessary to meet this standard and achieve completion within the schedule constraints. The Contractor shall have an on-site supervisor or foreman available to direct operations. This supervisor or foreman will report to the DPW Director or his designee regarding any problems encountered, resolution of corrective actions, provide daily progress reports and coordinate the next day's activities.

Interruptions for severe weather or other such events will be at the discretion of the DPW Director or his designee.

The structure and job site needs to be left in a secure and safe condition for the evening/overnight hours.

Regarding debris to be disposed of by the Town, the term debris shall mean all materials from the job site. Upon successful completion of the repair, it is the contractor's responsibility for full cleanup of the work site, streets and parking areas.

**Invoicing for Hours Worked:**

1. The Contractor may invoice for the approved hours accrued during active job operations at the All-Inclusive Hourly Rate identified on the Bid Form.
2. The Contractor will not be paid for:
  - Time consumed addressing equipment issues.
  - Time demobilizing, standing by or remobilizing due to weather conditions.
  - Time associated with re-working an area in a repetitive manner due to issues within the control of the Contractor such as faulty equipment, unskilled equipment operators or Contractor decisions to proceed with operations during questionable weather conditions.

Bandstand

**Bid Form**

The Contractor shall provide an **all-inclusive hourly rate** that includes all elements of the bandstand repairs.

*The single rate shall be established to address costs associated with mobilization, daily travel, equipment maintenance, fuel and other tasks or materials as these items will not be paid for separately.*

All-inclusive Hourly Rate: \$ 150

Estimated total hours: 7,500

Estimated Overall Total Contract Value: \$ 10,000

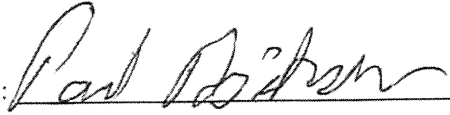
*Actual contract value and payment will be based on actual approved hours of active work.*

**This Request for Proposal package and Bid Form, if accepted, will be considered a binding contract.**

Company Name: Covered Bridge Outdoor Construction

Mailing Address: 415 Millstone ave # 7 Manchester NH 03102

Name and Title of Authorized Signatory: Paul Bilodeau CEO

Signature:  Date: 4/5/2023

Contact Person: Paul Bilodeau

Cell Phone: 603-479-9716

e-mail: PaulB@CBOCcorp.com

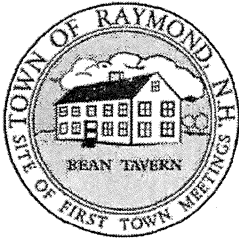
By signing, I attest that on behalf of CBOC Corp I have read and I  
Company name

understand the "Important Bidder Information" provided and further, that I have visited the job site prior to preparing this Bid.

\* Please note: Our bid is to replace the entire post and wrap in all new composite trim



ATTN: KARRIE VICENTE  
EXECUTIVE ADMIN @  
RAYMOND NH. GOV



Please Note:  
Requests must be received 30 days in advance of use (whenever possible). Requests may need approval from the Emergency Management Working Group and/or Technical Review Committee before final approval from the Board of Selectmen.

## Application for Use of Public Lands Town of Raymond, NH

Date of Application: 20 APRIL 2023 Date Received (office use only): \_\_\_\_\_

Organization Requesting Use: TRANS NH BIKE RIDE

Responsible Person's Name: MICHAEL ROBERTS

Address: 86 NASHUA RD UNIT 792 LONDONDERRY N.H. 03053

Telephone: (H) \_\_\_\_\_ (C) 603-437-7049

Email Address: BARMERBIKE@ICLOUD.COM

Public Land to be used: PARKING LOT OF  
FIRE HOUSE

**UPDATE - REQUESTED LOCATION  
WITHDRAWN  
Newly proposed - Lamprey ES Pavillion  
Organization will provide their own  
drinking water and porta-potty.  
-kav 5/25/23**

Public Roads to be used: (if applicable): N/A

➤ Attach maps with routes marked to show plan for any event on public roads. (Attach extra sheets to this form, if applicable)

Are you requesting any public road closures: YES /  NO list roads: N/A

Detailed Description of use: SET UP REST STOP FOR CHARITY BICYCLE RIDE

Description of Raymond Community Impact: NONE

Date(s) of proposed use: 24 & 25 JUNE 2023

Starting Time: APPROX 1000 AM Ending Time: APPROX 300 PM  
(make sure to include set-up and clean-up time)

Will an inclement weather date be needed? If yes, what is the proposed date: N/A  
Maximum (estimated) number of people attending event: 100

YES  NO Will sound amplifiers / PA systems / air horns be used? If yes, describe use: N/A

YES  NO Will the applicant be generating revenue of any kind for the event? If yes, describe: RIDERS RAISE DONATIONS

YES  NO Will there be fundraising, solicitation, or fees charged while on town property? If yes, describe: N/A

YES  NO Will food / beverages\* / merchandise be sold? If so, describe: N/A

*\*Youth sports field rentals - applicants may not run concessions unless approved by the youth sports organizations.*

YES  NO Will portable bathrooms be needed? if so, number of units: N/A

YES  NO Will the event require field preparation / painting / lining? If so, describe: N/A

YES  NO Will you require access to electricity? If Yes, describe need: N/A

YES  NO All trash generated from the event must be removed – Carry In – Carry Out. Or a dumpster may be rented for the event. Will a dumpster rental be necessary? If yes, what is the amount of waste anticipated? N/A

YES  NO Will police protection / traffic control / parking management be necessary? If yes, you will need to contact the Raymond Police Department (895-4747) to schedule.

YES  NO Are there any special provisions / requests that are not addressed? N/A



**Proof of Insurance must be provided for all organizations/vendors/businesses prior to event and on file with the Town Office (if not a Town sponsored event)**

WILL PROVIDE

➤ Please deliver to the Town of Raymond, 4 Epping Street, Raymond NH

➤ Please note: If you are planning on using the Recreational Rails to Trails for your event, make sure you contact DRED (*Department of Resources and Economic Development*) at 271-2665 to get a permit.

*If applicable, you will be asked to meet with the Technical Review Committee and/or Emergency Mgt. Working Group for final approval at a minimum of 14 days prior to event. The organization may be asked to appear before the Board of Selectmen when the request is posted to the meeting agenda. The Town Manager's Assistant will see you on the Friday before the meeting.*

**Disclosure:** Raymond Board of Selectmen have the discretion to waive or reduce fees if the event is deemed to directly benefit the residents of Raymond.

Emergency Mgt. Working Group Approval

Technical Review Committee Approval

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

|                            |
|----------------------------|
| <b>Office Use Only</b>     |
| Total Fees: _____          |
| Paid: CASH / Check # _____ |
| Date: _____                |
| <br>                       |
| Total Fines: _____         |
| Paid: CASH / Check # _____ |
| Date: _____                |

**Board of Selectmen Approval**

\_\_\_\_\_  
*Chairperson*

\_\_\_\_\_  
*Vice Chair*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_



# Trans-NH Bike Ride



20 April 2023

Town of Raymond  
c/o Karrie Vicente  
4 Epping St  
Raymond, NH 03077

Dear Karrie,

I would like to take this opportunity to briefly describe our event, and ask for your support. We ride bicycles from Portsmouth to Concord and back over a two day period. All proceeds are donated to the Muscular Dystrophy Association, MDA. The success of our charity bicycle ride and the overall donations to the MDA depend on the donations of money, goods and services.

This year our 36th annual Trans NH Bike Ride is scheduled for 24th & 25th June 2023. We are requesting to set up a water stop in the parking lot of the Raymond Fire Station located at 1 Scribner Rd. We will have an E-Z up set up for our water station, and will need to fill water dispensing containers. We are also requesting the use of the public bathroom for the riders. This water stop will be staffed by a few members to assist the riders as they cycle through this area. We will not have rider participant vehicles parked there.

Thank you in advance for your approval with this permit. I can be reached at 603-437-7049 if you have any questions.

Sincerely,

Retired Lt. Michael Roberts  
Londonderry FireRescue  
Trans NH Bike Ride Board Chair Member  
MDA Tax ID 13-1665552

25 Wentworth Drive  
Bedford, NH, 03110  
[www.transnhbikeride.org](http://www.transnhbikeride.org)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 5/01/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

Table with PRODUCER (USI Insurance Services LLC), CONTACT NAME (Amelia Jimenez), INSURER(S) AFFORDING COVERAGE (Philadelphia Indemnity Insurance Co., Technology Insurance Company, Inc.), and INSURED (Muscular Dystrophy Association, Inc.)

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Main table with columns: INSR LTR, TYPE OF INSURANCE, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liab, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Trans NH Bike Ride on June 24 & 25, 2023

The General Liability policy includes an automatic Additional Insured endorsement that provides Additional Insured status to the Town of Raymond only when there is a written contract that requires such status, and only with regard to work performed by or on behalf of the named insured.

CERTIFICATE HOLDER (Town of Raymond) and CANCELLATION (Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.)



Please Note:

Requests must be received 30 days in advance of use (whenever possible). Requests may need approval from the Emergency Management Working Group and/or Technical Review Committee before final approval from the Board of Selectmen.

## Application for Use of Public Lands Town of Raymond, NH

Date of Application: 5/18/23 Date Received (office use only): \_\_\_\_\_

Organization Requesting Use: Boy Scouts of America

Responsible Person's Name: Doug Vogel

Address: 5 Watson Hill Rd, Raymond NH 03077

Telephone: (H) 895-1532 (C) 603-793-9513

Email Address: doug.vogel@comcast.net

Public Land to be used: Town Common, Lyman Park

Public Roads to be used: (if applicable):  
none

➤ Attach maps with routes marked to show plan for any event on public roads. (Attach extra sheets to this form, if applicable)

Are you requesting any public road closures: YES /  NO list roads: \_\_\_\_\_

Detailed Description of use: 8th Annual Flag Day U.S. flag retirement ceremony

Description of Raymond Community Impact: Provides a solemn experience and reflection of the importance of our cherished US Flag. Scouts, Military, civilians, and all Raymond citizens are invited to attend.

Date(s) of proposed use: 6/14/23, Wednesday Date changed due to weather: Monday, 6/19/2023

Starting Time: 6:30pm Ending Time: 9:00pm  
(make sure to include set-up and clean-up time)

Will an inclement weather date be needed? If yes, what is the proposed date: n/a  
Maximum (estimated) number of people attending event: 60

YES  NO Will sound amplifiers / PA systems / air horns be used? If yes, describe use: Use of  
speaker system so guests can hear the ceremony. Also bagpipes and bugle for Taps.

YES  NO Will the applicant be generating revenue of any kind for the event? If yes, describe: \_\_\_\_\_

YES  NO Will there be fundraising, solicitation, or fees charged while on town property? If yes,  
describe: \_\_\_\_\_

YES  NO Will food / beverages\* / merchandise be sold? If so, describe: \_\_\_\_\_

*\*Youth sports field rentals - applicants may not run concessions unless approved by the youth sports organizations.*

YES  NO Will portable bathrooms be needed? if so, number of units: \_\_\_\_\_

YES  NO Will the event require field preparation / painting / lining? If so, describe: \_\_\_\_\_

YES  NO Will you require access to electricity? If Yes, describe need: electric on Church St

YES  NO All trash generated from the event must be removed – Carry In – Carry Out. Or a  
dumpster may be rented for the event. Will a dumpster rental be necessary? If yes,  
what is the amount of waste anticipated? \_\_\_\_\_

YES  NO Will police protection / traffic control / parking management be necessary? If yes,  
you will need to contact the Raymond Police Department (895-4747) to  
schedule.

YES  NO Are there any special provisions / requests that are not addressed? refrain from using a fire pit;  
Raymond Fire Dept attends and provides the overarching fire protection and safety

➤ **Proof of insurance must be provided for all organizations/vendors/businesses prior to event and on file with the Town Office (if not a Town sponsored event)**

➤ Please deliver to the Town of Raymond, 4 Epping Street, Raymond NH

➤ Please note: If you are planning on using the Recreational Rails to Trails for your event, make sure you contact DRED (*Department of Resources and Economic Development*) at 271-2665 to get a permit.

*If applicable, you will be asked to meet with the Technical Review Committee and/or Emergency Mgt. Working Group for final approval at a minimum of 14 days prior to event. The organization may be asked to appear before the Board of Selectmen when the request is posted to the meeting agenda. The Town Manager's Assistant will see you on the Friday before the meeting.*

**Disclosure:** Raymond Board of Selectmen have the discretion to waive or reduce fees if the event is deemed to directly benefit the residents of Raymond.

Emergency Mgt. Working Group Approval

Technical Review Committee Approval

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Board of Selectmen Approval**

|                                   |  |
|-----------------------------------|--|
| <b>Office Use Only</b>            |  |
| <b>Total Fees:</b> _____          |  |
| <b>Paid: CASH / Check #</b> _____ |  |
| <b>Date:</b> _____                |  |
| <b>Total Fines:</b> _____         |  |
| <b>Paid: CASH / Check #</b> _____ |  |
| <b>Date:</b> _____                |  |

\_\_\_\_\_  
*Chairperson*

\_\_\_\_\_  
*Vice Chair*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_





**Please Note:**

Requests must be received 30 days in advance of use (whenever possible). Requests may need approval from the Emergency Management Working Group and/or Technical Review Committee before final approval from the Board of Selectmen.

## Application for Use of Public Lands Town of Raymond, NH

Date of Application: 5-15-23 Date Received (office use only): \_\_\_\_\_

Organization Requesting Use: SCOUTS BSA TROOP 3

Responsible Person's Name: JONATHAN MCCOSH

Address: 1 CHURCH ST, RAYMOND, NH 03077

Telephone: (H) 603-895-1108 (C) 603-706-7033

Email Address: jonmccosh@yahoo.com

Public Land to be used: TOWN COMMON + GAZEBO

Public Roads to be used: (if applicable): \_\_\_\_\_

➤ Attach maps with routes marked to show plan for any event on public roads. (Attach extra sheets to this form, if applicable)

Are you requesting any public road closures:  YES /  NO list roads: \_\_\_\_\_

Detailed Description of use: TROOP 3 WOULD LIKE TO HAVE THEIR YEAR-END COURT OF HONOR ON THE COMMON

Description of Raymond Community Impact: VISUAL PRESENCE OF TROOP

Date(s) of proposed use: WEDNESDAY JUNE 21 6:30-8:00 PM

Starting Time: 6:30 PM Ending Time: 8:00 PM  
(make sure to include set-up and clean-up time)

RECEIVED

MAY 15 2023

Initial: JU

Will an inclement weather date be needed? If yes, what is the proposed date: \_\_\_\_\_  
Maximum (estimated) number of people attending event: \_\_\_\_\_

YES  NO Will sound amplifiers / PA systems / air horns be used? If yes, describe use: \_\_\_\_\_  
\_\_\_\_\_

YES  NO Will the applicant be generating revenue of any kind for the event? If yes, describe: \_\_\_\_\_  
\_\_\_\_\_

YES  NO Will there be fundraising, solicitation, or fees charged while on town property? If yes, describe: \_\_\_\_\_  
\_\_\_\_\_

YES  NO Will food / beverages\* / merchandise be sold? If so, describe: \_\_\_\_\_  
\_\_\_\_\_

*\*Youth sports field rentals - applicants may not run concessions unless approved by the youth sports organizations.*

YES  NO Will portable bathrooms be needed? if so, number of units: \_\_\_\_\_

YES  NO Will the event require field preparation / painting / lining? If so, describe: \_\_\_\_\_  
\_\_\_\_\_

YES  NO Will you require access to electricity? If Yes, describe need: \_\_\_\_\_

YES  NO All trash generated from the event must be removed – Carry In – Carry Out. Or a dumpster may be rented for the event. Will a dumpster rental be necessary? If yes, what is the amount of waste anticipated? \_\_\_\_\_  
\_\_\_\_\_

YES  NO Will police protection / traffic control / parking management be necessary? If yes, you will need to contact the Raymond Police Department (895-4747) to schedule.

YES  NO Are there any special provisions / requests that are not addressed? \_\_\_\_\_  
\_\_\_\_\_

➤ **Proof of Insurance must be provided for all organizations/vendors/businesses prior to event and on file with the Town Office (if not a Town sponsored event)**

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**Disclosure:** Raymond Board of Selectmen have the discretion to waive or reduce fees if the event is deemed to directly benefit the residents of Raymond.

Emergency Mgt. Working Group Approval

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Technical Review Committee Approval

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Board of Selectmen Approval

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

|                             |       |
|-----------------------------|-------|
| <b>Office Use Only</b>      |       |
| <b>Total Fees:</b>          | _____ |
| <b>Paid: CASH / Check #</b> | _____ |
| <b>Date:</b>                | _____ |
| <b>Total Fines:</b>         | _____ |
| <b>Paid: CASH / Check #</b> | _____ |
| <b>Date:</b>                | _____ |

No conflicts

gmn



# Town of Raymond Permit to Conduct a Raffle

In accordance with RSA 287-A, the Raymond Board of Selectmen hereby grants this permit for the use by AL Aux Unit 90, a charitable organization, in the conduction of a raffle drawing. The drawing will be Thursday 7/27/2023 at the AL Post 90. The prizes will be Lottery Tickets and a gift card.

The price will be \$ 5.00 for ~~1 ticket or 3 tickets~~ for \$ 6 tickets.

Any violations of the provisions of the RSA 287-D-2 will be cause for revocation of this permit. In particular, all tickets must be printed with the following information:

Name of Organization  
Place of the drawing  
Amount of "donation"

Date & Time of the drawing  
Prize(s) Awarded

RAYMOND BOARD OF SELECTMEN

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Vice Chairman

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Selectman

\_\_\_\_\_  
Date

cc: Raymond Police Department

Date: 05/27/23

To: Representative, ALA Unit 90 (Name of Organization)

From: Deborah Intonti, Executive Administrative Assistant

\*\*\*\*\*

In order for consideration of the submitted permits requested to be approved, the Board of Selectmen and the Raymond Police Department, are hereby requesting the additional information for compliancy purposes:

1. Rules of the Game:

Purchase tickets

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2. Pay Out Plan:

\$250.00 in lottery tickets and \$50.00 gift card

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3. Time Frame of Games:

now until 7/27/23

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\_\_\_\_\_  
Representative Signature

Jan Howarth - howarjd@comcast.net

Print Name Here

Thank You for providing this information. Upon receipt and review you will be notified once a determination of the permit requests is made by the Board of Selectmen.

If you have any questions, or need additional information in the meantime, please call 603-895-7007.



**Board of Selectmen Vote to Accept Funds**

I move to accept the donated funds for the: \_\_\_ 4<sup>th</sup> of July Parade \_\_\_\_\_

**Funds donated by and amounts:**

- Jack Barnes    Amount Donated: \$500.00
- Severino    Amount Donated: \$250.00
- Palmer Gas    Amount Donated: \$250.00
- Skovron    Amount Donated: \$250.00
- Raymond Chiropractic                              Amount Donated: \$50.00
- SS Gallos (Supreme Pizza)                        Amount Donated: \$250.00

Date: \_\_\_ June 5, 2023 \_\_\_

Motion Made by: \_\_\_\_\_ Second to the Motion By: \_\_\_\_\_

***Approvals:***

Selectman: \_\_\_\_\_

Alissa Welch, Board Chair

Selectman: \_\_\_\_\_

Carlos Maldonado, Board Vice Chair

Selectman: \_\_\_\_\_

Patricia Bridgeo, Board Member

Selectman: \_\_\_\_\_

Scott Campbell, Board Member

Selectman: \_\_\_\_\_

George Plante, Board Member



**Board of Selectmen Vote to Accept Funds**

I move to accept the donated funds for the: \_\_\_ 4<sup>th</sup> of July Parade \_\_\_\_\_

**Funds donated by and amounts:**

|                                |                          |
|--------------------------------|--------------------------|
| Universal Electric             | Amount Donated: \$250.00 |
| Crescent Group LLC (McDonalds) | Amount Donated: \$50.00  |
| PJM Real Estate LLC            | Amount Donated: \$50.00  |
| NH Electric Co-op              | Amount Donated: \$500.00 |
| Access Sports Medicine         | Amount Donated: \$250.00 |

Date: \_\_\_\_\_

Motion Made by: \_\_\_\_\_ Second to the Motion By: \_\_\_\_\_

***Approvals:***

Selectman: \_\_\_\_\_

Alissa Welch, Board Chair

Selectman: \_\_\_\_\_

Carlos Maldonado, Board Vice Chair

Selectman: \_\_\_\_\_

Patricia Bridgeo, Board Member

Selectman: \_\_\_\_\_

Scott Campbell, Board Member

Selectman: \_\_\_\_\_

George Plante, Board Member