



**Town of Casco**  
Selectboard Minutes  
January 7, 2020

**Selectboard Members Present:**

Mary Fernandes, Holly Hancock (Vice Chair), Calvin Nutting, Tom Peaslee (Chair) and Grant Plummer

**Staff Present:**

Town Manager Courtney O'Donnell and Recording Secretary Robert Tooker

**1. Review and Approval of the Meeting Agenda**

Tom Peaslee called for a motion to amend the agenda to include review of an application for a catering permit from Lake Region Caterers as agenda item 11-A.

**The Selectboard moved (Fernandes), seconded (Hancock) and voted to include review of an application for a catering permit from Lake Region Caterers as agenda item 11-A: 5 in favor, 0 opposed, 0 abstentions.**

**The Selectboard moved (Hancock), seconded (Fernandes) and voted to approve the agenda for the January 7, 2020 Selectboard meeting as amended: 5 in favor, 0 opposed, 0 abstentions.**

**2. Approval of Bills and Signing and Approval of All Open Warrants**

**The Selectboard moved (Fernandes), seconded (Hancock) and voted to approve bills and sign and approve all open warrants: 5 in favor, 0 opposed, 0 abstentions.**

**3. Approval of Minutes (December 10, 2019)**

**The Selectboard moved (Hancock), seconded (Fernandes) and voted to approve the minutes of the December 10, 2019 Selectboard meeting: 5 in favor, 0 opposed, 0 abstentions.**

#### 4. Executive Session 1 M.R.S.A. § 405(6)(E) – Review of Legal Matter: Pending Litigation

**The Selectboard moved (Hancock), seconded (Fernandes) and voted to enter into executive session subject to 1 M.R.S.A. § 405(6)(E) to discuss a legal matter regarding pending litigation: 5 in favor, 0 opposed, 0 abstentions.**

The Selectboard entered into executive session at 6:23 p.m.

The Selectboard returned from executive session at 7:09 p.m.

**The Selectboard moved (Hancock), seconded (Fernandes) and voted to come out of executive session: 4 in favor, 0 opposed, 0 abstentions.**

#### 5. Manager's Update (*Courtney O'Donnell*)

- The Casco/Naples Transfer Station Council meeting has been rescheduled for Thursday, January 23, 2020 at the Naples Town Office at 7:00 p.m.
- Assessor Ben Thompson will be attending the January 21, 2020 Selectboard meeting.
- Please do not park on roads during snow storms. Vehicles parked on roads during snow storms may be towed at the owner's expense.
- Mary Tremblay, a newly hired assistant to the Code Enforcement Officer, will be starting on January 21, 2020.

#### 6. Committee and Staff Reports

On behalf of the Town of Otisfield, Hal Ferguson, Scott Bernardi and Rick Micklin commented on the condition of the Thompson Lake dam and a request from the Town of Oxford to the Towns of Otisfield, Casco and Poland for \$50,000 from each town for repairs to the dam. Hal Ferguson stated that the request was based on a low bid that was subsequently withdrawn, which will likely increase the amount requested by the Town of Oxford. Hal 1) noted that in 2010, each town committed to contributing \$5,000 annually towards upkeep of the dam; and 2) commented on concerns about the Thompson Lake Dam Advisory Committee's management of the dam.

Hal Ferguson described the dam as "disintegrating" and commented on the need for significant and potentially costly repairs to the dam. Hal stated that 1) an analysis of the condition of the dam leaned towards replacing it as a more cost-effective solution in the long run; and 2) dam

safety engineer Myron Petrovsky described the dam as being in “poor to poor” condition. Scott Bernardi displayed photographs of the dam that captured its deteriorating condition.

Hal Ferguson stated that 1) without a long-term plan for dam repairs and maintenance, the Town of Otisfield is reluctant to contribute the \$50,000 requested by the Town of Oxford; and 2) the purpose of their presentation is to get a better idea of where the Town of Casco stands with respect to the \$50,000 request and necessary repairs to the dam before approaching the Town of Poland. Hal commented on previous discussions about the possibility of the four towns with water frontage on Thompson Lake sharing ownership of the dam based on each town’s percentage of water frontage.

It was noted that lower water levels resulting from a failure of the dam could have a negative effect on lake front property values. It was also noted that cooperation between the Towns of Casco and Otisfield with respect to the replacement and ongoing maintenance of the Pleasant Lake/Parker Pond dam is working very well.

Grant Plummer stated that he would be opposed to contributing the \$50,000 requested by the Town of Oxford under these circumstances. Hal Ferguson suggested that perhaps a representative from the Town of Casco and one or two representatives from the Town of Otisfield could approach the Town of Oxford to discuss these issues. The Selectboard agreed with Hal’s suggestion.

7. Public Participation: Agenda Items Only *(limit of two minutes per speaker)*

None.

8. Town Goals & Planning Matrix

Courtney O’Donnell added revaluation and a review of the Comprehensive Plan to her list of Town goals and projects that she submitted to the Selectboard. Holly Hancock guided the Selectboard through a review of the following Town goals and projects:

Short-Term:

- Memorial Field Park Recreational Complex
- Casco/Naples Transfer Station/Bulky Waste (TSBW) Agreement
- Personal property tax process

- Cable Television (CATV) Franchise Agreement coordinated by the Greater Portland Council of Governments (GPCOG)
- Crooked River Snowmobile Club/Casco Days structure to be built on Town-owned property

#### Mid to Long-Term:

- Road inventory and plan
- Capital equipment replacement plan
- Revaluation
- Berry property plan
- Foreclosed/tax acquired property process
- LED street lights
- Town policies
- Sand and salt storage facility

#### Long-Term:

- Town facilities manager
- Solar energy
- Housing and senior housing
- Larger economic development projects
- Comprehensive Plan

### 9. Budget Workshop Schedule & Priorities Discussion

Courtney O'Donnell proposed scheduling budget workshops every Wednesday evening beginning Wednesday, February 12, 2020 and continuing through Wednesday, March 25, adding that not all of these meetings may be necessary. Courtney described her vision of the budget process, which in part includes Selectboard members making her aware of priorities and large budget items that they would like to see included in the process. Courtney stated that her goal is to keep the budget flat in an effort to avoid a mill rate increase. Mary Fernandes called for inviting representatives of social service providers who request funding from the Town to present details of their request at a budget workshop or Selectboard meeting. The Selectboard agreed that budget workshops will begin at 6:30 p.m.

## 10. Purchasing Policy Review & Discussion

Courtney O'Donnell commented on a draft Purchasing Policy and requested that Selectboard members review it for further discussion at its next meeting. Courtney stated that the draft policy will be reviewed by legal counsel.

## 11. CMP Pole Permit Request

Courtney O'Donnell stated that she received an application from Central Maine Power (CMP) to install three poles on Johnson Hill Road to bring service in from Route 11 for several new homes. Courtney stated that it is her understanding that this is a routine request because the pole locations fall in the Town's right-of-way.

Grant Plummer noted that 1) a developer or property owner who purchases a pole has the right to decide whether or not another property owner can hook-up to it; and 2) the owner of a pole can charge others to hook-up to it in an effort to recover their costs for purchasing the pole.

**The Selectboard moved (Plummer), seconded (Hancock) and voted to approve CMP's application for pole locations: 5 in favor, 0 opposed, 0 abstentions.**

### 11-A. Review of a Catering Application (Lake Region Caterers)

**The Selectboard moved (Hancock), seconded (Fernandes) and voted to approve the application for a catering permit from Lake Region Caterers for a Sebago Lakes Region Chamber of Commerce event to be held at Camp Sunshine on January 16, 2020: 5 in favor, 0 opposed, 0 abstentions.**

## 12. Selectboard Comments

- In response to an inquiry from Calvin Nutting regarding a trailer on Quaker Ridge Road, Courtney O'Donnell stated that a formal complaint has been placed in the file. Calvin stated that his concerns are intended to avoid legal problems in the future.

## 13. Public Participation: Any Topic (*limit of two minutes per speaker*)

None.

14. Adjournment

The Selectboard moved (Hancock), seconded (Fernandes) and voted to adjourn: 5 in favor, 0 opposed, 0 abstentions.

ATTEST:

A handwritten signature in cursive script, appearing to read "Robert Tooker".

Robert Tooker  
Recording Secretary