



Town of Casco
Selectboard Minutes
January 21, 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

Selectboard Chair Tom Peaslee opened the meeting at 6:30 p.m. and turned the meeting over to Vice Chair Holly Hancock due to a temporary vision condition.

1. Review and Approval of the Meeting Agenda

The Selectboard moved (Fernandes), seconded (Peaslee) and voted to approve the agenda for the January 21, 2020 Selectboard meeting: 5 in favor, 0 opposed, 0 abstentions.

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

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

3. Approval of Minutes (*January 7, 2020*)

The Selectboard moved (Plummer), seconded (Peaslee) and voted to approve the minutes of the January 7, 2020 Selectboard meeting: 5 in favor, 0 opposed, 0 abstentions.

4. Manager's Update (*Courtney O'Donnell*)

- Please be reminded to register your dogs by January 31 to avoid a late fee.
- The new ambulance approved at the January 7 Special Town Meeting has been put out to bid. Bids will come before the Selectboard next month.
- A joint meeting with the Planning Board has been scheduled for Tuesday, February 25 to review the shoreland zoning ordinance with an expert.
- The Transfer Station Council will meet on Thursday, January 23 at 7:00 p.m. at the Naples Town Office.

5. Committee and Staff Reports (*Assessor Ben Thompson*)

a. Assessing Discussion/Update

b. Personal Property Discussion

- Fall building permits have been picked-up and entered.
- Preliminary budget numbers have been reviewed.
- Will be looking for new businesses subject to personal property taxes.
- Preparing for Personal Property Declaration Form 706-A to go out.
- Stated that Courtney O'Donnell is working towards the goal of setting aside funds for a revaluation in 2023 or 2024.
- Stated that Casco citizens would be well-served by a full revaluation.

In response to comments from Grant Plummer regarding fairness and equal standards for waterfront property owners in the revaluation process, Ben Thompson stated that the same standards should be applied across the board and that discrepancies should be equalized.

Referring to a list of outstanding property taxes, Courtney O'Donnell stated that fiscal year 2018/2019 personal property taxes owed to the Town, a relatively minimal amount of \$2,300 remains unpaid.

Courtney O'Donnell stated that personal property tax liens differ from property tax liens in that 1) foreclosure is not automatic; 2) enforcement requires court action or creditor remedies such as the complex Maine Uniform Commercial Code (UCC); 3) an attorney to handle such matters is highly recommended by the Maine Municipal Association; and 4) liens must be filed within two years of the assessment or commitment. Courtney stated that nine unpaid accounts totaling around \$3,200 are beyond those two years, adding that they may be for businesses that have gone out of business. Courtney stated that these accounts will be reviewed for possible write-offs at a future Selectboard meeting.

Ben Thompson commented on the process for applying for the Business Equipment Tax Exemption (BETE), pronounced and referred to as the "Betty" exemption.

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

None.

7. Thompson Lake Dam Advisory Committee Appointment: Joe Stella

Joe Stella commented on his qualifications and interest in serving on the Thompson Lake Dam Advisory Committee as well as his observations concerning the condition of the dam.

The Selectboard moved (Peaslee), seconded (Fernandes) and voted to appoint Joe Stella to the Thompson Lake Dam Advisory Committee: 5 in favor, 0 opposed, 0 abstentions.

The Selectboard signed a Certificate of Appointment of Joseph Stella to serve as a Thompson Lake Dam Advisory Committee Member.

8. Ecomaine Board of Directors Appointment

The Selectboard moved (Peaslee), seconded (Fernandes) and voted to appoint Courtney O'Donnell to the ecomaine Board of Directors: 5 in favor, 0 opposed, 0 abstentions.

The Selectboard signed a Certificate of Appointment of Courtney O'Donnell to serve as a Board of Directors Member for EcoMaine.

9. Liquor License Renewal: Top of the Hill Café

The Selectboard moved (Plummer), seconded (Fernandes) and voted to approve the liquor license for Top of the Hill Café: 5 in favor, 0 opposed, 0 abstentions.

10. Purchasing Policy Discussion

Holly Hancock inquired as to whether Selectboard members had any questions about the draft Purchasing Policy. Seeing none, Holly called for a motion to approve the draft policy.

The Selectboard moved (Plummer), seconded (Fernandes) and voted to approve the Purchasing Policy: 5 in favor, 0 opposed, 0 abstentions.

11. Selectboard Comments

- In response to an inquiry from Grant Plummer about road conditions during the recent winter storm, Courtney O'Donnell stated that plowing route times were affected by plowing vehicles diverted to assist with a three-car accident on Route 11 and two plowing vehicle breakdowns.

Courtney O'Donnell stated that 1) Chris Pond has been very responsive in following-up on citizen complaints; and 2) efforts to apply additional sand and salt were ineffective because extremely low temperatures caused it to freeze in place. Courtney encouraged anyone with complaints about winter road conditions to contact her or contact dispatch directly.

- Mary Fernandes thanked the Thompson Lake Environmental Association for their detailed letter and their work on erosion control, water quality testing, education and milfoil mitigation.
- Mary Fernandes stated that she is working on gathering budget numbers, including potential funding for the Lakes Region Explorer. Courtney O'Donnell stated that representatives from the Lakes Region Explorer expressed an interest in coming before the Selectboard to explain the value of their service.
- Holly Hancock stated that she will print the photograph of David Morton that appeared in the 2018 Annual Report to display in the Town Office. Holly requested input from Selectboard members regarding proposed wording to appear on a plaque below the photograph and read the proposed wording aloud: *"The Casco Town Office is dedicated to David P. Morton for his*

faithful service as Town Manager to the Town of Casco." The Selectboard accepted the wording and Holly stated that she will proceed with the plaque.

- In response to an inquiry from Mary Fernandes regarding how an official name for the temporarily named Memorial Field Park Recreational Complex will be selected, Courtney O'Donnell stated that there are many ways to go about it that could involve citizens, staff members and Town Meeting. Holly Hancock suggested that perhaps the Parks & Recreation Committee could reach out to the public for input.

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

None.

13. Adjournment

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

ATTEST:



Robert Tooker
Recording Secretary