

Town of Casco

Minutes of the January 22, 2019 Selectboard Meeting

Selectboard Members Present:

Holly Hancock, Mary Fernandes, Grant Plummer, Calvin Nutting and Tom Peaslee

Staff Present:

Town Manager David Morton, Code Enforcement Officer Alex Sirois and Administrative Secretary Bob Tooker

Approval of Agenda:

Holly Hancock amended the agenda to place the workshop ahead of public participation.

It was moved, seconded and voted to approve the agenda for the January 22, 2019 Selectboard meeting as amended: 4 in favor, 0 opposed, 0 abstentions.

Approval of Warrants:

It was moved, seconded and voted to approve bills and sign open warrants: 4 in favor, 0 opposed, 0 abstentions.

Approval of Minutes: (November 13, 2018 and December 11, 2018)

It was moved, seconded and voted to approve the minutes of the November 13, 2018 Selectboard meeting: 3 in favor, 0 opposed, 1 abstention.

It was moved, seconded and voted to approve the minutes of the December 11, 2018 Selectboard meeting: 3 in favor, 0 opposed, 1 abstention.

Town Manager's Update: (David Morton)

- Due to the number of winter storm events, it was necessary for the Town to put up an additional 1,000 yards of winter sand.
- The Town is planning to replace the lights in the Community Center gymnasium with LED lights.
- The Town Office will close at 3:00 p.m. on Monday, January 28 for floor refinishing.

CSB 1.22.19

Committee and Staff Reports:

None.

Workshop: (Meeting with David Barrett from the Maine Municipal Association)

David Barrett, Director of Personnel Services and Labor Relations for the Maine Municipal Association (MMA), reviewed the Town Manager search process and solicited input from the Selectboard regarding priorities, needs, skills and experience. The Selectboard called for putting together an information packet for applicants that includes the benefits of living in Casco. David proposed a schedule for the hiring process that includes a Selectboard special executive session in early March to review applications, and the completion of first and second round interviews by the end of March. David recommended certain websites and publications for advertising. The Selectboard agreed to run advertisements from January 25 through February 21. The Selectboard agreed to allow time for the new Town Manager to weigh in on the possibility of creating new positions for roads and public works. Holly Hancock added the range of pay for a new Town Manager to the March 12, 2019 Selectboard meeting agenda.

Public Participation:

Planning Board Chair Lynne Potter stated that she nearly fell on ice in a handicap parking space at the Community Center. Lynne called attention to unsafe conditions resulting from accumulated ice and plowed snow blocking handicap parking spaces at the Community Center.

New Business:

1. Review of a request from the Crooked River Snowmobile Club for abatement of property taxes at 447 Poland Spring Road, Tax Map 32, Lot 25.

David Morton stated that 1) the Crooked River Snowmobile Club is not satisfied with the Assessor's recent property tax abatement; 2) except for Town-owned property and requests due to poverty or infirmity, the Selectboard has no authority to abate property taxes; and 3) the Assessor is the final authority. The Selectboard acknowledged that the "tiny" lot cannot have water or a septic system. Holly Hancock agreed to speak with the Assessor and follow-up accordingly.

2. Review of requests for consent agreements for non-conforming structures.

The Selectboard reviewed an application for a consent agreement from Scott and Lorie Hebert to allow a deck in the shore land zone to remain in place at 122 Acadia Road. Code Enforcement Officer Alex Sirois stated that although there is evidence that the deck may have existed for approximately twenty-seven years, the Town has no building permit or proof of legality. Grant Plummer commented on the need for consistency when reviewing these types of applications.

The Selectboard directed Alex to seek an opinion from the Department of Environmental Protection and tabled review of the application until the February 12, 2019 Selectboard meeting.

It was moved, seconded and voted to table review of the application for a consent agreement for 122 Acadia Road, Tax Map 20, Lot 84, until the February 12, 2019 Selectboard meeting to allow time for the Code Enforcement Officer to contact the Department of Environmental Protection for input: 5 in favor, 0 opposed, 0 abstentions.

The Selectboard reviewed an application for a consent agreement from Just Rite, Inc. to allow a front setback violation for a corner of newly constructed house at 11 Lakewood Road. Brian Merrill, the builder, explained the unusual circumstance of a road that was constructed off-center in a right-of-way. Brian stated that he mistakenly measured the setback from the road instead of the off-center right-of-way boundary with the intention of allowing more distance than necessary. Brian accepted full responsibility for his mistake.

It was moved, seconded and voted to approve the consent agreement for 11 Lakewood Road, Tax Map 2, Lot 1-3, to allow the structure to remain as it exists as of January 22, 2019 contingent upon review of the consent agreement by Town legal counsel and a survey establishing the location of the structure and setback violation as they currently exist to be recorded with the consent agreement within thirty days: 4 in favor, 1 opposed, 0 abstentions.

In the interest of not appearing to be in favor of or opposed to a consent agreement, Code Enforcement Officer Alex Sirois stated his intention of requiring applicants for consent agreements to take the lead in explaining their circumstances to the Selectboard.

David Morton presented a Central Maine Power Company Application for Pole Location at 11 Lakewood Road.

It was moved, seconded and voted to approve the Central Maine Power Company Application for Pole Location at 11 Lakewood Road, Tax Map 2, Lot 1-3: 4 in favor, 1 opposed, 0 abstentions.

David Morton presented a Central Maine Power Company Application for Pole Location at 63 Freeman Road.

It was moved, seconded and voted to approve the Central Maine Power Company Application for Pole Location at 63 Freeman Road: 5 in favor, 0 opposed, 0 abstentions.

3. Review of emergency medical services (EMS) billings.

It was moved, seconded and voted to send the audit log dated January 22, 2019 to collections: 5 in favor, 0 opposed, 0 abstentions.

4. Appointment to the Finance Committee.

It was moved, seconded and voted to appoint Gary Lewis to the Finance Committee: 5 in favor, 0 opposed, 0 abstentions.

5. Signing of warrant for the February 12, 2019 Special Town Meeting.

It was moved, seconded and voted to approve the warrant for the February 12, 2019 Special Town Meeting: 5 in favor, 0 opposed, 0 abstentions.

Old Business:

6. Discussions regarding the Town Manager search process.

This agenda item was covered during the workshop.

7. Selectboard comments.

- In response to an inquiry from Mary Fernandes, Alex Sirois stated that the Town intends to record a notice-of-violation regarding 46 Parsons Point Road.
- Holly Hancock added 1) guest speaker Al Smith, Superintendent of School Administrative District (SAD) 61; 2) range of pay for a new Town Manager; and 3) the road commissioner aspect of the Town Manager job to the February 12, 2019 Selectboard meeting agenda.
- Holly Hancock added a review of the June 30, 2018 Town of Casco Audited Financial Statements to the February 26, 2019 Selectboard meeting agenda.
- Holly Hancock scheduled a special executive session of the Selectboard with David Barrett from the Maine Municipal Association on Tuesday, March 5, 2019 to review employment applications for the Town Manager position.
- Holly Hancock confirmed Selectboard meetings on March 12 and March 26, 2019.
- In response to an inquiry from Mary Fernandes regarding Lake Region Television (LRTV) and Charter Communications, David Morton stated that 1) LRTV continues to provide televised video services to the Town; and 2) a new and updated franchise agreement with Charter Communications is necessary. David stated that a consultant hired by the Town agreed that it would be beneficial for the Town to join other towns as part of a consortium to negotiate with Charter Communications. David stated that preliminary meetings with Bridgton, Cape Elizabeth, Cumberland, Gray, Harrison, Hebron, Naples, New Gloucester, Raymond and Turner have taken place. David stated that the cost of participating in the consortium will be \$4,000.00.

- Mary Fernandes confirmed a regional planning session with the Greater Portland Council of Governments (GPCOG) on March 6, 2019 and a regular meeting of GPCOG on March 29, 2019.
- In response to an inquiry from Grant Plummer, David Morton stated that winter plowing of private roads is going well.
- Mary Fernandes noted that a guide published by the Lakes Region Explorer available at the Town Office and Community Center is a good resource to those in need of transportation for medical and other services.
- Mary Fernandes requested road account balances.

8. Review of applications for abatement of taxes due to poverty or infirmity. *(Requires executive session subject to Title 1 M.R.S.A., subsection 405, paragraph 6, part F, and pursuant to Title 36 M.R.S.A., subsection 841(2).)*

It was moved, seconded and voted to adjourn to executive session to review applications for abatement of taxes due to poverty or infirmity subject to Title 1 M.R.S.A., subsection 405, paragraph 6, part F, and pursuant to Title 36 M.R.S.A., subsection 841(2): 5 in favor, 0 opposed, 0 abstentions.

The Selectboard entered into executive session at 9:25 p.m.

The Selectboard returned from executive session at 9:35 p.m.

9. Any action required by the Selectboard subsequent to executive session.

It was moved, seconded and voted to approve the application for abatement of taxes due to poverty or infirmity for account 12219-A for the amount requested of \$3,201.88: 5 in favor, 0 opposed, 0 abstentions.

It was moved, seconded and voted to approve the application for abatement of taxes due to poverty or infirmity for account 12219-B for the amount requested of \$1,107.31: 5 in favor, 0 opposed, 0 abstentions.

It was moved, seconded and voted to approve the application for abatement of taxes due to poverty or infirmity for account 12219-C for the amount requested of \$1,116.70: 5 in favor, 0 opposed, 0 abstentions.

It was moved, seconded and voted to adjourn: 5 in favor, 0 opposed, 0 abstentions.

ATTEST:

Robert Tooker
Administrative Secretary