



Town of Casco
Selectboard Minutes
May 5, 2020

Selectboard Chair Tom Peaslee opened the meeting with the following announcement:

Due to the Governor's COVID-19 Stay at Home Directive, live public attendance will not be permitted at this meeting. The Selectboard will be participating via teleconference and the public will be able to view the meeting live on Lake Region Television and the LRTV website.

The public may call in to the meeting via telephone by calling 627-1326 during the Public Participation section of the agenda or by emailing manager@cascomaine.org prior to 5:30 PM on 5/5/20.

Selectboard Members Present:

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

Staff Present:

Town Manager Courtney O'Donnell, Recreation Director Beth Latsey and Recording Secretary Robert Tooker

1. Review and Approval of the Meeting Agenda

It was moved (Fernandes) and seconded (Nutting) to approve the agenda for the May 5, 2020 Selectboard meeting. A roll call vote was taken and the motion passed: 5 in favor, 0 opposed, 0 abstentions.

Fernandes – Aye
Hancock – Aye
Nutting – Aye
Plummer – Aye
Peaslee – Aye

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

It was moved (Fernandes) and seconded (Nutting) to approve bills and sign and approve all open warrants. A roll call vote was taken and the motion passed: 5 in favor, 0 opposed, 0 abstentions.

Fernandes – Aye

Hancock – Aye

Nutting – Aye

Plummer – Aye

Peaslee – Aye

3. Approval of Minutes (*April 21, 2020*)

It was moved (Fernandes) and seconded (Nutting) to approve the minutes of the April 21, 2020 Selectboard meeting. A roll call vote was taken and the motion passed: 5 in favor, 0 opposed, 0 abstentions.

Fernandes – Aye

Hancock – Aye

Nutting – Aye

Plummer – Aye

Peaslee – Aye

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

- Formal plans for the yearly Memorial Day gathering in the Village have been cancelled due to the State mandated limit of gatherings to no more than ten people. Citizens are encouraged to visit the monument and pay their respects individually. The possibility of rescheduling Memorial Day activities for later in the summer is being looked into.
- Although budget workshops are open to the public via Facebook Live with certain ways for the public to participate, please be reminded that Selectboard meetings are for the purpose of handling the business of the Town. Time for comments during the public participation section of Selectboard meetings is shortened to allow Selectboard business to move along. Please feel free to approach the Selectboard Chair or the Town Manager to request that a

topic be placed on a Selectboard meeting agenda if more time is needed to speak or discuss a matter.

- The bulky waste side of the transfer station facility is back to normal and open four days per week. Coupons and checks are accepted.
- The Town is aware of several abandoned vehicles in the Town parking lot in the Village. The Town is proceeding with the proper way of having those vehicles removed.

5. Public Participation

Comments from the public via telephone: None.

Comments from the public via email: None.

6. Sherriff Kevin Joyce

Cumberland County Sherriff Kevin Joyce stated that with respect to circumstances surrounding COVID-19, he recently informed town managers throughout Cumberland County that the Cumberland County Sherriff's Office continues to provide services and a sense of normalcy to communities. Kevin stated that there have been fifty-four more calls for Casco through May 5, 2020 than for the same period of time a year ago, which are offset by seventy-one bail checks for an individual involved in a crime in another town. Kevin 1) noted an uptick in calls for disputes, disturbances, suicide attempts, suspicious persons and welfare checks; and 2) stated that there have been two drug overdoses in Casco this year compared to none in the previous year. Kevin stated that 1) the Office has not scaled back on deputies; 2) deputies are following COVID-19 health guidelines to protect themselves; and 3) deputies are making reasonable efforts to guide gatherings of citizens who may not be practicing social distancing.

In response to an inquiry from Holly Hancock regarding an increase in speeding, Kevin stated that deputies are aware of it and focusing on issuing summonses instead of making arrests in an effort to avoid an increase in the prison population. In response to an inquiry from Courtney O'Donnell regarding citizens' concerns about campground operations, Kevin stated that 1) campground owners only have about three months to make a living; 2) with respect to limits on the size of gatherings and social distancing guidelines, deputies will focus on education, handouts and a common sense rational approach before taking any legal action; and 3) with the cancellation of so many summer activities such as fairs and fireworks, he would like to see folks have the summer they were hoping for to the extent possible.

7. Recreation Department Update & Discussion

Recreation Department Director Beth Latsey stated that circumstances surrounding COVID-19 have made her job of bringing people together to socialize and exercise very difficult. Beth stated the Town is trying to come-up with creative ideas for Recreation Department programming and opening facilities while maintaining the health and safety of citizens. Beth updated the Selectboard on the status of a wide range of activities including spring classes, Mad Science, karate, adult exercise, senior activities, the meal site, the play group, baseball, softball, volleyball, pickleball, basketball, beaches, swimming lessons, tennis lessons, the summer lunch program and the possibility of a camp for ages 11 – 14.

Beth stated that 1) some of these activities are continuing on-line; 2) work on the Memorial Field project is coming along nicely; and 3) she appreciates everyone's patience while the Recreation Department works through these difficult issues. Beth stated that a \$3,000 increase in her proposed budget related to senior citizens was in response to requests for more offerings and a \$1,000 offset for a senior exercise program.

8. Recreation Committee Appointments

It was moved (Hancock) and seconded (Plummer) to appoint to the Recreation Committee Margaret Brewer, Martha Crockett, Alison Duprey, Raquel Gerry, Paula Grace, Christopher Herrick, Rosemary Snow and Rae-Anne Nguyn for one year terms to expire on March 31, 2021. A roll vote was taken and the motion passed: 5 in favor, 0 opposed, 0 abstentions.

Fernandes – Aye

Hancock – Aye

Nutting – Aye

Plummer – Aye

Peaslee – Aye

9. Parks Committee Appointments

It was moved (Hancock) and seconded (Plummer) to appoint to the Parks Advisory Committee Michelle Brenner, Olivia Francis, Robert Francis, Lucille Griffin and Janis McGrath for one year terms to expire on March 31, 2021. A roll vote was taken and the motion passed: 5 in favor, 0 opposed, 0 abstentions.

Fernandes – Aye
Hancock – Aye
Nutting – Aye
Plummer – Aye
Peaslee – Aye

10. Planning Board (Potential) Appointment: Ryan McAllister
Stephen Linne

Courtney O'Donnell stated that citizens are asked to come into the Town Office or submit something in writing stating why they are interested in serving on a committee that makes decisions on behalf of the Town such as the Planning Board or the Zoning Board of Appeals. Courtney stated that Ryan McAllister and Stephen Linne are interested in filling alternate positions on the Planning Board for terms ending on March 31, 2021, after which they could be appointed to full three-year terms.

Ryan McAllister introduced himself and commented on his interest and qualifications for serving on the Planning Board.

It was moved (Hancock) and seconded (Fernandes) to appoint Ryan McAllister to an alternate position on the Planning Board for a term to expire on March 31, 2021. A roll vote was taken and the motion passed: 5 in favor, 0 opposed, 0 abstentions.

Fernandes – Aye
Hancock – Aye
Nutting – Aye
Plummer – Aye
Peaslee – Aye

Stephen Linne 1) introduced himself and commented on his interest and qualifications for serving on the Planning Board; and 2) stated that he currently serves on the Zoning Board of Appeals.

It was moved (Hancock) and seconded (Fernandes) to appoint Stephen Linne to an alternate position on the Planning Board for a term to expire on March 31, 2021. A roll vote was taken and the motion passed: 5 in favor, 0 opposed, 0 abstentions.

Fernandes – Aye
Hancock – Aye
Nutting – Aye
Plummer – Aye
Peaslee – Aye

11. Fees Schedule

Courtney O'Donnell commented on an updated Fees Schedule and stated that it had been approved by legal counsel.

It was moved (Hancock) and seconded (Fernandes) to approve the Fees Schedule that was updated through May 2020. A roll vote was taken and the motion passed: 5 in favor, 0 opposed, 0 abstentions.

Fernandes – Aye
Hancock – Aye
Nutting – Aye
Plummer – Aye
Peaslee – Aye

12. Update on COVID-19 Plan

Courtney O'Donnell stated that 1) the Community Center will remain closed as long as the Stay at Home order is in place; and 2) the Town Office will be implementing a gradual reopening plan beginning next week that will include the following:

- Services by appointment.
- No more than two customers in the building at a time.
- Changes in work area assignments to create more distance between staff.
- Plastic over customer service windows, masks for staff and other options for barriers.
- Sanitizing protocols.
- Encouraging customers to use the drop box, mail and on-line options for services when possible.
- Additional signage.
- An increased capacity to serve customers.
- Regular outreach via the Town website and Facebook page to keep citizens informed.

Courtney stated that 1) public safety buildings will remain closed to the public until further notice; 2) safety considerations for elections and Town Meeting are being looked into; and 3) efforts are being made to create a semblance of normalcy.

In response to an inquiry from Courtney O'Donnell, the Selectboard decided to hold its May 19 meeting via video conference with the intention of meeting in person for its June 2 meeting. Grant Plummer called for postponing a pending executive session for a poverty abatement until the June 2 meeting if possible when it will be more practical to hold an executive session in person and in a secure and confidential setting.

13. Public Participation

Comments from the public via telephone:

Courtney O'Donnell stated that 1) she received two missed calls from a number ending in 7559; and 2) the caller did not call back or leave a message.

Comments from the public via email:

Courtney O'Donnell stated that she received a late message from Sue Witonis regarding the drug activity in Casco previously mentioned by Sherriff Kevin Joyce. Courtney stated that Sue's inquiry could easily be addressed at the next Selectboard meeting.

14. Selectboard Comments

- In response to an inquiry from Holly Hancock, Courtney O'Donnell stated that she believes the American Legion will still be placing flags on graves.
- In response to an inquiry from Holly Hancock, Courtney O'Donnell stated that although cash is not accepted, commercial haulers are now able to use the bulky waste side of the transfer station facility. Courtney stated that a system is in place to bill people if they do not have coupons or if they are a commercial business.
- Calvin Nutting noted that his term and Holly Hancock's term as Selectboard members will expire before elections and Town Meeting, both of which have been postponed until July. Courtney O'Donnell stated that 1) she is under the impression that those terms would be extended to align with the move of the elections; and 2) she will have a solid answer at the next Selectboard meeting.

- Mary Fernandes confirmed that Ryan McAllister will be Alternate No. 1 on the Planning Board and Stephen Linne will be Alternate No. 2 on the Planning Board.
- In response to an inquiry from Calvin Nutting regarding road paving, Courtney O'Donnell stated that the Selectboard previously approved postponement for this year. Courtney 1) stated that roads are being evaluated for crack sealing; 2) commented on the condition of certain roads; and 3) noted the need for ditching along certain roads.
- Holly Hancock stated that the Casco Days Board of Directors discussed the possibility of a scaled back version of Casco Days this year and perhaps limiting it to one day. Holly stated that although the food booth and a few games might be open, the scaled back version would not include parades, rides, the beano tent or the bonus prize booth.

In response to an inquiry from Courtney O'Donnell, Holly stated that she was unsure as to whether or not the event would be able to comply with the State mandated limit of no more than fifty people gathering at one time. Holly stated that 1) although she would not be attending, other Board members still feel that it might be possible to hold a scaled back event; and 2) the Board is taking a wait and see approach.

15. Adjournment

It was moved (Fernandes) and seconded (Hancock) to adjourn at 7:47 p.m. A roll call vote was taken and the motion passed: 5 in favor, 0 opposed, 0 abstentions.

Fernandes – Aye

Hancock – Aye

Nutting – Aye

Plummer – Aye

Peaslee – Aye

ATTEST:

Robert Tooker
Recording Secretary