



Town of Casco
Selectboard Minutes
July 15, 2020

Selectboard Chair Tom Peaslee opened the meeting at 6:30pm.

Selectboard Members Present: Mary-Vienessa Fernandes, Holly Hancock (Vice Chair), Tom Peaslee (Chair), Robert MacDonald

Staff Present: Town Manager Courtney O'Donnell, Town Clerk Penny Bean

Chair Tom asked for motion to approve the agenda.

1. Oath of Newly Elected Municipal Officers

Town Clerk Penny Bean swore in Robert MacDonald and Holly Hancock into office as elected officials, newly elected for three-year terms.

2. Review and Approval of Meeting Agenda

The Selectboard moved (Fernandes), seconded (Hancock), and voted to approve bills and sign and approve all open warrants: 4 in favor, 0 opposed, 0 abstentions.

3. Public Participation

This item was inadvertently skipped over and was allowed after agenda item number 5: Town Manager Search Discussion.

Tom Mulkern spoke about perhaps checking in with Recreation Director over use of the gymnasium for a meeting set on July 30. Town Manager Courtney O'Donnell stated she believed it would be fine but would double check before posting notice.

4. Appointment of Deputy Code Enforcement Officer: Mary Tremblay

The Selectboard moved (Fernandes), seconded (Hancock), and voted to appoint Mary Tremblay as Deputy Code Enforcement Officer: 4 in favor, 0 opposed, 0 abstentions.

5. Town Manager Search Discussion: Don Gerrish, Eaton Peabody

Mr. Don Gerrish spoke about the materials provided and what was necessary to move forward: timeline, advertisements, and the involvement of others in the process.

Mr. Gerrish asked first for feedback related to the process and who else they wanted to include. He mentioned the Board can seek feedback from citizens as part of a public meeting and via email as well. He would meet individually with staff members and create a list of their feedback, without names, and provide that to the Board as part of the process. He did caution that if the Board was interested in forming a committee it is recommended to manage expectations, keep the numbers manageable, and consider the confidentiality portion of the process. After discussion, the Board was in agreement not to form a formal committee, but to move forward with seeking public and staff input and leave the interview process to the Board.

There was further discussion about where to advertise the position including the cost and how the process might work with out-of-state candidates and COVID. The Board was in agreement that the advertisement supplied by Don Gerrish was good.

There was also discussion about interim managers, whether or not having Don Gerrish serve as interim manager is a conflict of interest, when or if an interim manager would be needed based on the timeline and applications, and whether or not the Board wanted to search for an interim. There was no action taken on this.

A public meeting for Thursday, July 30 at 6:30 pm was set for an opportunity for members of the public to provide feedback and their opinion on what the Town was seeking in their next Manager.

6. Selectboard Comments – None.

7. Adjournment

The Selectboard moved (Fernandes), seconded (MacDonald), and voted to adjourn at 7:13pm: 4 in favor, 0 opposed, 0 abstentions.