

Town of Casco

Minutes of the September 25, 2018 Selectboard Meeting

Selectboard Members Present:

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

Staff Present:

Administrative Secretary Bob Tooker

Approval of Agenda:

It was moved, seconded and voted to approve the agenda for the September 25, 2018 Selectboard meeting: 5 in favor, 0 opposed, 0 abstentions.

Approval of Warrants:

It was moved, seconded and voted to approve bills and sign open warrants: 5 in favor, 0 opposed, 0 abstentions.

Approval of Minutes: (September 11, 2018)

It was moved, seconded and voted to approve the minutes of the September 11, 2018 Selectboard meeting: 5 in favor, 0 opposed, 0 abstentions.

Town Manager's Update: (David Morton)

None.

Committee and Staff Reports:

None.

Public Participation:

David Kimball commented on his dispute regarding Lot 1 on Casco Tax Map 39.

Tom Mulken expressed his opinions that 1) the intersection of Burgess Road and Route 11 is a dangerous intersection that should be closed; and 2) the end of Burgess Road near Route 11 needs to be repaired.

CSB 9.25.18

Ray Grant commented on potential code violations at 733 Meadow Road involving a periodically occupied trailer and the construction of a deck on an unbuildable lot in the shoreland zone.

New Business:

1. Discussion with members of the public regarding attributes to be considered in the search for a new Town Manager.

Holly Hancock stated that 1) materials were distributed from David Barrett, Maine Municipal Association Director of Personnel Services & Labor Relations, regarding the process for selecting a new town manager; and 2) she is putting together a list of Selectboard members' thoughts about what the Selectboard is looking for in a new town manager along with any thoughts they may have about establishing separate road, facility or public works functions.

Grant Plummer expressed concerns about the budget as it relates to 1) compensation for a new town manager; 2) compensation for potential new positions created as a result of any restructuring; and 3) fees for services provided by David Barrett.

Mary Fernandes 1) commented on a possible need to solicit input from department heads, the transfer station and Town Office staff members; and 2) inquired as to whether the entire Selectboard will be involved in the search and hiring process from beginning to end or whether there will be a committee or subcommittee.

Holly Hancock stated that 1) many of these considerations might be addressed by David Barrett; 2) budget information will need to be gathered for the Finance Committee; and 3) the possibility of sharing certain functions with Raymond or Naples will also need to be considered. Grant Plummer questioned whether or not certain issues can be clarified before a new town manager is hired. Tom Peaslee expressed that the current employment market may require an increase in compensation for a new town manager.

Tom Mulkern expressed a need to list functions and develop an organizational chart to facilitate any potential restructuring of responsibilities. Tom noted that although duties are delegated, little decision-making authority has been delegated. Tom noted that this is simply a result of the way town management and duties evolved over time. In response to an inquiry from Ray Grant, Mary Fernandes stated that although job descriptions were written and distributed about five years ago, many of them have evolved since then. Holly Hancock directed Bob Tooker to work with Tom Mulkern on an organizational chart and gather job descriptions.

Holly Hancock 1) acknowledged that David Barrett's presentation at the November 13, 2018 Selectboard meeting will be important; and 2) stated that the new town manager search process will be a Selectboard agenda item until a hiring decision is made. Mary Fernandes noted that the stated purpose of the meeting with David Barrett will be to obtain a consensus of the Selectboard's priorities regarding the skills, qualifications and experience to be looked for in

potential candidates. Mary emphasized the need for Selectboard members to come up with their own list that can be consolidated into a single document.

Old Business:

2. Review and discussion of the process for meeting with representatives of private roads with the acknowledgement of a public easement that receive winter plowing services from the Town.

Grant Plummer noted that the private roads spreadsheet dated September 20, 2018 had been updated to include road lengths. Holly Hancock stated that names next to roads on the list indicate individuals who want to be contacts. Holly reminded everyone that October 31, 2019 has been established as the deadline for private roads to be compliant. Holly conveyed that Road Commissioner David Morton indicated that 1) if there are any issues, then private road contacts need to approach the Selectboard to explain their concerns and request extensions or waivers; and 2) the Selectboard will be looking for plans and quotes for costs in support of whatever needs to happen. Holly stated that 1) there are no guarantees or commitments regarding such requests on the part of the Selectboard; and 2) any such requests considered by the Selectboard will be on an equitable basis.

Grant Plummer stated that in an effort to avoid any potential misunderstandings after Town Manager and Road Commissioner David Morton retires, there needs to be specific plans, documentation and complete files concerning improvements that need to be made to non-compliant roads. Holly Hancock stated that she will inquire as to whether more information is available and whether or not it will fit on the private roads spreadsheet.

Holly Hancock noted that if plowing services are terminated for a non-compliant private road, then in addition to having to pay for the service, costs will likely increase because those residents will not benefit from the Town's bulk purchasing discount for sand and salt. Tom Peaslee updated the Selectboard on progress made on Acadia Road. Grant Plummer noted that this is part of larger conversation about how to make roads better.

3. Selectboard comments.

- In response to an inquiry from Grant Plummer regarding recent paving on Mayberry Hill Road, Holly Hancock stated that the paving company will be coming back to work on driveway aprons and shoulders.
- Holly Hancock stated that a required public hearing on updates to the Town's General Assistance Ordinance will be held during the October 16, 2018 Selectboard meeting.
- Holly Hancock stated that the Open Space Commission would like to discuss its relevance and direction at the November 13, 2018 Selectboard meeting.

- Rich Robinov, on behalf of himself and his business partners, requested an opportunity to discuss establishing a cannabis growing and eventual retail facility in Casco during the October 16, 2018 Selectboard meeting. Holly Hancock tentatively added the discussion to the October 16 Selectboard meeting agenda pending a review of other potential agenda items and Town Manager confirmation.

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

ATTEST:

Robert Tooker
Administrative Secretary