

## Town of Casco

### **Minutes of the October 30, 2018 Selectboard Meeting**

#### **Selectboard Members Present:**

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

#### **Staff Present:**

Town Manager David Morton and Administrative Secretary Bob Tooker

#### **Approval of Agenda:**

**It was moved, seconded and voted to approve the agenda for the October 30, 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: (October 16, 2018)**

**It was moved, seconded and voted to approve the minutes of the October 16, 2018 Selectboard meeting: 5 in favor, 0 opposed, 0 abstentions.**

#### **Town Manager's Update: (David Morton)**

- Small quantities of winter sand and salt are available for Casco residents for walkways at the kiosk across the street from the bulky waste recycling facility.

#### **Committee and Staff Reports:**

None.

#### **Public Participation:**

None.

**Guest Speakers:** (Sheriff Kevin Joyce and Captain Donald Goulet from the Cumberland County Sheriff's Office)

Sheriff Kevin Joyce and Captain Donald Goulet discussed procedures for monitoring convicted sex offenders. Captain Goulet 1) stated that monitoring applies to convicted sex offenders who either live or work in a town; 2) described a scoring system used to apply threat level assessments to convicted sex offenders; and 3) described monitoring and notification procedures based on threat level assessments. Captain Goulet noted that neighborhood door-to-door notification only applies to convicted sex offenders with high threat level assessments.

Sheriff Joyce 1) promoted the online Maine Sex Offender Registry as a good information resource; 2) encouraged anyone with questions to call him at (207) 774-1444; and 3) encouraged individuals with any tips or helpful information who wish to remain anonymous to call the Cumberland County Sheriff's Office anonymous tip line at (207) 774-1444.

**New Business:**

1. Discussion regarding request for time extension: Coffee Pond Pines Road.

Dennis Strout reviewed the costs necessary to widen Coffee Pond Pines Road in order to comply with the 1972 minimum road standards necessary to continue to receive plowing services from the Town. Dennis 1) stated that it will be difficult for residents to cover those costs and complete the necessary improvements prior to the October 31, 2019 deadline; and 2) requested a one-year extension.

Holly Hancock stated that the Selectboard is in the process of gathering information and learning more about the issues before it considers such requests. The Selectboard thanked Dennis for his work and encouraged him to make a detailed plan and keep the Selectboard informed.

2. Discussion regarding an appointment to the Parks and Recreation Advisory Committee.

David Morton stated that Parks and Recreation Director Beth Latsey recommends that Rae-Anne Nguyen be appointed to the Parks and Recreation Advisory Committee.

**It was moved, seconded and voted to appoint Rae-Anne Nguyen to the Parks and Recreation Advisory Committee: 5 in favor, 0 opposed, 0 abstentions.**

**Old Business:**

3. 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.

David Morton stated that 1) a number of road associations are working hard on meeting the 1972 minimum road standards; 2) he is concerned that representatives of several roads have not

reached out to him; 3) some road associations are making a considerable effort while others appear not to be; and 4) he intends to send notices to residents whose road representatives have not reached out to him to remind them of the standards and deadline. Holly Hancock stated that 1) this will be a Selectboard agenda for at least the next year; and 2) the Selectboard will need to follow-up with any deadline extensions that may be granted to confirm that the conditions have been met.

#### 4. Discussions regarding the search for a new Town Manager.

Holly Hancock stated that she and Mary Fernandes began meeting confidentially with Town employees in an effort to learn more about what they are looking for going forward. Holly stated that employees' comments will be used when building a job description and during interviews. Holly noted similarities in Town Manager job descriptions from other municipalities. David Morton noted that he provided Selectboard members with the Maine Municipal Association's Town Manager Plan and Code of Ethics with Guidelines.

Holly Hancock stated that David Barrett from the Maine Municipal Association will be reviewing steps involved in the search process at the November 13, 2018 Selectboard meeting. Mary Fernandes pointed out an article in the March, 2018 edition of Maine Town and City Magazine that provides guidance on hiring top executives in 2018.

#### 5. Selectboard comments.

- Holly Hancock reminded everyone that the November 13, 2018 Selectboard meeting will be held at Central Station.
- Holly Hancock stated that the November 13 Selectboard meeting agenda will include a presentation by David Barrett from the Maine Municipal Association and a report from the Open Space Commission.
- Grant Plummer requested monthly or relatively frequent updates from a School Board representative. David Morton stated that School Board representatives are planning to make a presentation on the proposed Crooked River School project to the Selectboard after January 1, 2019. David stated that as a result of retired debt, debt service on the proposed Crooked River School project should be revenue neutral.

Grant Plummer 1) stated that his interest is in all kids getting a great education in the available facilities; 2) emphasized that the real issue is overcrowding at Songo Locks School; and 3) stated that the school district is a thirty million dollar a year business that requires significant and ongoing investments in order to avoid costlier problems in the future. Grant noted that fixing problems at Songo Locks School could cost fourteen million dollars and fixing problems at Crooked River School could cost seven million dollars.

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

ATTEST:

Robert Tooker  
Administrative Secretary