

## Town of Casco

### **Minutes of the November 14, 2017 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:**

**The Selectboard moved (Plummer), seconded (Peaslee) and voted to approve the agenda for the November 14, 2017 Selectboard meeting: 5 in favor, 0 opposed, 0 abstentions.**

#### **Approval of Warrants:**

**The Selectboard moved (Peaslee), seconded (Plummer) and voted to approve bills and sign open warrants: 5 in favor, 0 opposed, 0 abstentions.**

#### **Approval of Minutes: (October 17, 2017)**

Holly Hancock amended the minutes of the October 17, 2017 Selectboard meeting to correct a date.

**The Selectboard moved (Plummer), seconded (Peaslee) and voted to approve the minutes of the October 17, 2017 Selectboard meeting as amended: 4 in favor, 0 opposed, 1 abstention.**

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

- Most of the debris from the October 30, 2017 storm has been cleared from Town roads.
- Draining of gravel roads and patching is underway in preparation for winter weather.
- The Town has compiled the initial stockpile of winter sand and salt. Small quantities are available for Casco residents at the kiosk across the street from the bulky waste recycling facility.

- Work on the Edwards Road and Johnson Hill Road projects is complete for this year. Surface pavement and finishing touches will be completed in the spring.

**Committee and Staff Reports:** (Renee LaChapelle, Casco Assessor)

Renee LaChapelle, Director of Cumberland County Regional Assessing, reviewed and commented on her 2017 Assessing Annual Report for the Town of Casco. Additionally, Renee stated that 1) businesses that qualify for a personal property exemption instead of a reimbursement will be notified when paperwork for filing their assets is sent to them in the spring; and 2) mill rate increases are driven by how much it costs to run the town.

**Public Participation:**

David Kimball commented on his dispute regarding ownership of a parcel of land at Casco Tax Map 39, Lot 1.

**Old Business:**

1. Review of a proposal by the Open Space Commission to acquire property adjacent to Town-owned property on State Park Road.

Keith Morehouse, member of the Open Space Commission, stated that the owners of property on State Park Road that abuts Town-owned property are willing to sell 11.5 acres to the Town for \$27,500.00. In response to inquiries from the Selectboard, Keith stated that there are no plans for how the land might be used. David Morton stated that the Open Space Commission's mandate is to preserve undeveloped land for the purpose of keeping it as open space.

Noting that such an acquisition would require 1) Town Meeting approval; and 2) Selectboard approval to place the item on a Town Meeting agenda, the Selectboard decided to continue the discussion during Agenda Item 6, Discussion regarding a Special Town Meeting in January, 2018.

2. Discussion with Code Enforcement Officer Alex Sirois.

- a) Quarterly Code Enforcement Officer report.

Alex reviewed his quarterly report to the Selectboard.

- b) Enforcement action at 6 Mondor White Road.

Alex stated that a violation for an unpermitted dock has been resolved and that a violation for an unpermitted recreational vehicle remains unresolved. Joseph DellaCamera, Jr., on behalf of his father, stated that he intends to relocate the camper.

**The Selectboard moved (Plummer), seconded (Fernandes) and voted to approve a thirty day time period from today to relocate the camper, complete the permit process for the new location and notify the Code Enforcement Officer when the camper has been relocated: 4 in favor, 0 opposed, 1 abstention.**

c) Enforcement action at 10 Mondor White Road.

Alex stated that when the property owner applied for permits for renovations and an unpermitted dock, he discovered that 1) a deck connected to the dock had been constructed; 2) it appeared that vegetation had been removed; and 3) there appeared to be fill, all in the Shoreland Zone and with no records of the necessary state and local permits. Alex stated that Joseph DellaCamera, Jr. claims that he paid for and obtained a permit for the deck from the previous Code Enforcement Officer and provided photographs of a building permit placard he obtained at the time. Alex stated that except for the date, the placard in the photographs is illegible.

In response to an inquiry from Holly Hancock, Alex stated that the permits the owner applied for could be issued after the violations are resolved. In response to a suggestion from Grant Plummer that a Consent Agreement may be a good way to resolve the violations and allow the new permits to be issued, David Morton stated that Grant's suggestion is an excellent one. The Selectboard directed Alex to 1) meet with Joseph to work out all of the issues, assurances and timing related to resolving the violations; and 2) work with legal counsel to prepare a consent agreement for the Selectboard to consider at its December 12, 2017 meeting.

d) Signing of a recycler permit.

**The Selectboard moved (Fernandes), seconded (Peaslee) and voted to approve the recycler permit for Skip's Auto: 5 in favor, 0 opposed, 0 abstentions.**

In response to an inquiry from Grant Plummer, Alex stated that multiple mobile homes were documented on the original site plan for Skip's Auto, one of which became the subject of a complaint to the Department of Health and Human Services by a tenant. Alex stated that after the tenant vacated the mobile home, repairs were made and a Certificate of Occupancy was issued.

e) Update on the clean-up of recently sold tax acquired properties.

Alex updated the Selectboard on the status of clean-up required by the buyers of certain tax acquired properties. Alex noted that clean-up has not been completed at a number of the properties. The Selectboard agreed with David Morton's suggestion that Alex send a letter to the new owners requesting an update on the status of their clean-up efforts.

3. Review of carry forward account balances.

David Morton reviewed a list of proposed carry forward account balances. In response to an inquiry from Calvin Nutting as to why a proposed carry forward balance from Road Maintenance is being set aside for a special reserve for roads, David stated that the intention based on his understanding of previous discussions is to set aside savings resulting from reduced maintenance costs for newly reconstructed roads in a special reserve for future road costs when bond funding runs out. Calvin stated that the money would not represent savings if the road maintenance account needs to be funded.

David stated that either approach would work as long as the proposed carry forward balance remains under roads. Grant Plummer stated that the issue is whether or not taxpayers want to continue to fund the offset for road maintenance while the Town is doing the bond work. Mary Fernandes called for specifics as to how road maintenance funds will be spent while five roads are being reconstructed with bond money. The Selectboard decided not to set aside any of the proposed carry forward balance from Road Maintenance for a special reserve for future road costs and to instead carry forward the entire unexpended balance from Streets and Highways.

David proposed 1) transferring \$57,730.81 out of Road Maintenance to Winter Roads to offset a negative balance in Winter Roads resulting in a carry forward balance of \$107,867.47 from Road Maintenance; and 2) transferring \$1,600.00 from Private Roads into Road Maintenance resulting in a total carry forward balance from Streets and Highways of \$236,258.47.

**The Selectboard moved (Plummer), seconded (Peaslee) and voted to approve all recommended carry forward balances and lapses including carry forward balance modifications to Streets and Highways: 5 in favor, 0 opposed, 0 abstentions.**

**New Business:**

4. Review of an application for a consent agreement for a setback violation for a structure built in 1986 on Parker Pond Pines Road, Casco Tax Map 38, Lot 20.

Alex Sirois stated that a deck permitted in 1986 found to be encroaching a setback during a mortgage loan inspection is holding up a pending sale of the property. David stated that solutions include removal of the deck or a consent agreement that would allow the structure to remain in place.

**The Selectboard moved (Plummer), seconded (Peaslee) and voted to approve the application for a setback consent agreement for property at 59 Parker Pond Pines Road, Casco Tax Map 38, Lot 20: 5 in favor, 0 opposed, 0 abstentions.**

Mary Fernandes thanked Alex for his time, dedication and commitment.

5. Discussion regarding replacing the kitchen range at the Casco Community Center.

The Selectboard reviewed quotes for replacing a gas range at the Casco Community Center that is no longer functioning properly.

**The Selectboard moved (Hancock), seconded (Plummer) and voted to accept the quote from C. Caprara Food Service Equipment in the net amount of \$10,465.00: 5 in favor, 0 opposed, 0 abstentions.**

6. Discussion regarding a Special Town Meeting in January, 2018.

Holly Hancock stated that potential agenda items for a Special Town Meeting proposed for January 30, 2018 include 1) the designation of timber harvest proceeds to the Open Space Acquisition Reserve; 2) the possible acquisition of the Grant property on State Park Road; 3) local issues related to the legalization of marijuana; and 4) possible traffic control changes to the Route 11 and Route 121 intersection. David Morton stated that a possible petition related to zoning changes may be up for consideration.

The Selectboard discussed whether a Special Town Meeting or a regular Town Meeting would be appropriate for certain agenda items and whether or not to put the Grant property on State Park Road under contract pending Town Meeting approval.

**The Selectboard moved (Plummer) seconded (Fernandes) and voted to direct the Town Manager to work with the Open Space Commission to put the Grant property on State Park Road under contract pending Town Meeting approval in June, 2018: 4 in favor, 1 opposed, 0 abstentions.**

7. Selectboard comments:

- In response to an inquiry from Grant Plummer, David Morton stated that 1) several large trees that fell from the Town right-of-way along Quaker Ridge Road during the recent storm will be removed when the ground freezes; and 2) the state is continuing its work on storm cleanup. Holly Hancock commented on possible discussions with Central Main Power such that if the Town had a bucket-truck and crew, then it would clean-up downed trees if CMP made the power lines safe. The Selectboard commented storm damage, road blockages, power failures and cleanup efforts following the October 30, 2017 storm.
- Tom Peaslee wished everyone a happy Thanksgiving holiday.
- The Selectboard confirmed proposed meeting dates.

**The Selectboard moved (Peaslee), seconded (Fernandes) and voted to adjourn: 5 in favor, 0 opposed, 0 abstentions.**

ATTEST:

CSB 11.14.17

Robert Tooker  
Administrative Secretary