



Town of Casco
Selectboard Minutes
August 18, 2020

FOR MORE DETAIL, visit www.cascomaine.org for full audio and www.lakeregiontv.org to watch.

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

1. Review and Approval of the Meeting Agenda

The Selectboard moved (Fernandes), seconded (Hancock), and voted to approve the agenda: 4 in favor, 0 opposed, 0 abstentions.

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

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

3. Approval of Minutes: July 21, 2020

The Selectboard moved (MacDonald), seconded (Fernandes), and voted to approve the Selectboard meeting minutes for July 21, 2020 as amended: 4 in favor, 0 opposed, 0 abstentions.

4. Public Participation

None.

5. Managers Update

The Manager gave updates on absentee ballots, nomination papers, bulky waste coupons, and operations at the Town Office.

6. MSAD 61 Superintendent Update: Al Smith

Al Smith gave an in-depth presentation about what the school district was doing with regard to COVID-19 measures. Holly Hancock mentioned a potential program by the recreation department to offer day care. Town Manager cautioned about the logistics and that Beth Latsey, Recreation Director, was looking into it but nothing was final yet. Holly Hancock stated she would tell Beth to contact Al Smith directly about the potential offering of day care.

7. FEMA Grant for SCBA Compressor filling station for Fire Rescue Department

Fire Rescue Dept. member Paul Ratigan gave an overview of the grant and discussed the amount and match by the Town.

The Selectboard moved (MacDonald), seconded (Fernandes), and voted to accept and expend the FEMA Grant for the compressor filling station: 3 in favor, 0 opposed, 1 abstention.

8. Selection of Vice-Chair for FY 20-21

Town Manager explained there was no valid motion made at the July 21, 2020 meeting which meant there was no valid vote on the matter and would need to be re-visited by the Selectboard.

The Selectboard moved (MacDonald), seconded (Peaslee), and voted to appoint Mary Fernande as Vice-Chair for FY20-21: 4 in favor, 0 opposed, 0 abstentions.

9. Thompson Lake Advisory Dam Committee Discussion & Committee Appointment

There was discussion by Holly Hancock and the Town Manager about the August 13 meeting in Oxford. The Town of Oxford asked for Poland, Casco, and Otisfield's participation in the upkeep of the dam moving forward but did not expect the Towns to contribute to the cost of replacing the east gate.

Town Manager explained there was no valid motion made at the July 21, 2020 meeting which means there was no valid vote for the committee appointment.

The Selectboard moved (Fernandes), seconded (MacDonald), and voted to appoint Holly Hancock as the Selectboard representative to the Thompsons Lake Advisory Dam Committee: 3 in favor, 0 opposed, 1 abstention.

10. Personnel Policy Discussion

Town Manager reviewed the need to update the personnel policy, specifically the vacation section, as it is outdated and has shown itself to be a deal breaker for potential candidates seeking jobs. She mentioned the only change the policy was about vacation and the Board should consider updating the policy in the near future.

The Selectboard moved (Hancock), seconded (Fernandes), and voted to update the vacation benefits by appointment type of the personnel policy [as presented]: 4 in favor, 0 opposed, 0 abstentions.

11. Capital Reserve Allocations from FY 20

Town Manager reviewed leftover amounts in Parks & Recreation, Fire Rescue, and Public Works. Due to not raising any capital reserve money for FY 21, she recommended setting left over money in those three accounts into corresponding reserve accounts.

The Selectboard moved (Fernandes), seconded (MacDonald), and voted to move \$28,610 from Parks & Recreation accounts for FY 20 into the Recreation capital reserve account: 4 in favor, 0 opposed, 0 abstentions.

The Selectboard moved (Fernandes), seconded (MacDonald), and voted to move \$120,000 from Fire Rescue accounts for FY 20 into the Fire Equipment capital reserve account: 4 in favor, 0 opposed, 0 abstentions.

The Selectboard moved (Fernandes), seconded (MacDonald), and voted to move \$157,724 from the Public Works accounts for FY 20 into the road maintenance capital reserve account: 4 in favor, 0 opposed, 0 abstentions.

12. Tenney Hill Waste Oil Fund/Septic System Subsidy Program Policy

The policy was reviewed and discussed in depth.

The Selectboard moved (Hancock), seconded (MacDonald), and voted to send the draft policy to legal counsel for review: 3 in favor, 0 opposed, 1 abstention.

13. Public Participation

Joseph Stella, Thompson Lake Advisory Dam Committee member, gave an update on the meeting at the Town of Oxford from his perspective.

Courtney O'Donnell, Town Manager, touched on the day care program brought up earlier in the meeting to further clarify things. She stated for the record that since it has been an ongoing problem, she wanted to remind the Selectboard that directing staff is inappropriate and that those things should really go through the Town Manager per state statute.

Town Manager gave an update on the Code Enforcement Officer position opening.

14. Selectboard comments

There was discussion of executive sessions, manager search, and acceptance of a cemetery.

15. Adjournment

The Selectboard moved (Hancock), seconded (MacDonald), and voted to adjourn the meeting: 4 in favor, 0 opposed, 0 abstentions.