



**Manager's Memorandum
February 18, 2025, Selectboard Meeting**

To: Selectboard
From: Tony Ward, Town Manager
Date: 02-13-2025
Re: Selectboard meeting 02-18-2025

Below are notes for agenda items for the February 18, 2025, meeting

5. Managers' Update

- A. Our Communication Coordinator continues producing daily information on our web page and Facebook account. She is producing a monthly newsletter for our residents.' If the Selectboard, or any other committee, would like focused articles in the newsletter, please let me know and we will try to facilitate these articles.
- B. Recent snowstorms continue being a challenge for the Town. These challenges range from ensuring the plowing of roadways occurs in a timely manner; ensuring we sufficiently move excess snow; determining whether facilities are open to the public or closed. All staff are working diligently to ensure that public needs are being met while trying to ensure safety. From an informational purpose, when the Town Office is closed for a storm the vast majority of the employees are working remotely completing necessary workloads.
- C. Jason Rogers, Naples Town Manager, is still working with BTek on the installation of the RFID system at the Bulky Waste facility. The goal is for installation completion by the end of March. As more precise times are identified, it will be shared with the Board and residents.
- D. Starting next week, Tony Plante and I will conduct biweekly meetings and discuss the progress towards the Capital Improvement/Strategic Planning survey. These updates, if they are substantial, will typically be shared in the manager's memorandum.
- E. On February 19th, Cumberland County is meeting with area managers and sharing the results of their homeless study. Once received, this information shall be distributed to the Selectboard.
- F. Gorrill and Palmer released the FY26 Edwards Project. Gorrill Palmer sent this RFP to 45 contractors, and we additionally posted the RFP on our web site. The

pre-bid meeting is occurring on February 18th with bids due by Thursday March 6th. The abridged version of the RFP and specs are in the Selectboard packet.

Old Business

6. The Selectboard will discuss discrepancies between Town and Library property lines, deeds, and other land-related discrepancies.

A representative(s) of the Library Trustees and I are meeting with both organizations' legal counsel prior to the Selectboard meeting with a goal of finalizing the contract zoning agreement. I hope to provide further details after the meeting.

7. The Selectboard will discuss proposed Senior Tax Credit Ordinance.

The previously defined subcommittee (Bob MacDonald, Scott Avery, and I) tasked with developing the structure of the future proposed Senior Tax Credit Ordinance meet and finalized the structural details of designing the ordinance. The proposed structure of the ordinance would be:

- Residents must have applied for and received the State of Maine Resident Fairness Credit Program
- Must be 70 years of age or older
- Must have received the 10 continuous years of homestead exemptions and current homestead on the credited property
- The tax credit amount would be \$250, or the budgeted amount divided by qualified applicants
- Initial funding amount in operating budget would be \$25,000 for FY26

If these parameters are accepted by the Selectboard, I will move forward finalizing a proposed ordinance for your future review.

New Business

8. The Selectboard will discuss with the Comprehensive Plan Implementation Committee water quality in Casco.

Selectboard member Bob MacDonald requested on behalf of the Comprehensive Plan Implementation Committee an agenda item related to discussing water quality in Casco, methods of measuring quality and potentially developing an ad hoc water quality committee.

9. The Selectboard will consider a 3-year Assessing contract with Cumberland County Regional Assessing.

Included in your packet is a proposed three-year contract with Cumberland County Regional Assessing. The primary difference in this contract is the contracted services increasing by \$8,943.74 or 13% and the addition of escrow funds required when a community is doing a revaluation. The revaluation portion is listed under article 4, section 3.

While this increase is significant, staff and I believe the Town benefits substantially outweigh the increased costs.

10. The Selectboard will consider a Recycler License Zoning Renewal for Colonial Auto.

Included in your packet is a request for a Recycler License Zoning Renewal application to the State of Maine by Colonial Auto. This renewal requires the Town's authorization. This is an annual renewal, and we see no reason not to support the renewal.

11. The Selectboard will consider applicants for the Finance Committee.

The Finance Committee is currently at 6 members and needs a 7th member per your recent update to the Board, Commission, Committee, and Council policy. We posted this vacancy and received notification from two (2) residents that they were interested in participating in the finance committee. The two interested residents are Charles White (40 Lakewood Road) and Timothy Walsh (30 Johnson Hill Road).

12. The Selectboard will consider applicants for the Capital Improvement Ad Hoc Committee.

As determined by GPCOG, the Town is creating an Ad Hoc Committee to assist the Greater Portland Council of Governments in developing a survey in determining the Town's needs related to capital improvement and strategic planning for these capital projects. The Selectboard discussed have the committee being 7 residents. To date we have received interest from 5 residents that are not currently involved with any Casco committees. The five interested individuals are:

- Rachel Millette (11 Grant Lane)
- Todd Crawford (5 Jonathans Way)
- Robert Guy (409 Poland Spring Road)
- Joseph Armenti (10 Coffee Pond)
- David Plante (85 Mitchell Road)

If desired, I can provide the Selectboard with copies of their e-mails to learn about their experiences.