



**TOWN OF CASCO**  
635 MEADOW ROAD  
CASCO, MAINE 04015

## **01-23 MEMO**

To: Selectboard  
From: Tony Ward, Town Manager  
Date: 01-18-2024,  
Re: Selectboard meeting 01-23-2024

Below are notes for agenda items for the January 23<sup>rd</sup> meeting

### **4. Managers Update**

- A. I am meeting with Vanessa Farr on January 22<sup>nd</sup> for the purpose of developing an inclusive expectation related to the Comprehensive Implementation Committee. I have also included the appointment policy that the Selectboard recently approved. This policy includes a basic "job description" associated with this committee and other.
- B. The Town recently experienced some difficulties with the recent snowstorms. Multiple Town roadways were not plowed or treated during the storm or days after the storm. Additionally, some contracted personnel ceased blowing before completion of the storms. These problems are being addressed with C Pond Plowing. Staff and I are developing protocols that will prevent these types of substandard performance. I have personally contacted each resident that rightfully complained about the roadways and apologized on behalf of the Town.
- C. The Town's white plow truck became inoperable during a recent storm. It is currently at a local garage being repaired. The truck's transmission module failed, the PTO was not operating, and the transmission pan needed replacement. The truck should be in operation by week's end.
- D. We recently hired Jason Wallingford for Public Works as a truck driver/laborer. Jason is a CDL driver and heavy equipment operator. He is also in training with our Fire Department.
- E. As requested by a Selectboard member, I have included a list of Town owned properties in your packet. These properties include purchases, gifts and foreclosures.
- F. Both Community Development Block Grants were submitted to Cumberland County on January 18<sup>th</sup>. The review of the applicants begins almost immediately, and each applicant must present to a review panel on February 7<sup>th</sup>. This panel recommends awards to the Municipal Oversight Committee on March 6<sup>th</sup> and the County Commissioners ultimately award the Grants on May 13<sup>th</sup>.

- G. Recent upgrades to the Town's phone system are changing the initial sequencing of the for callers and altering the extension numbers for staff. We anticipate these changes minimally affecting callers, but providing staff greater opportunities to meet consumers needs. The upgrade to the system includes upgrading our IT system to 100/100 fiber optic lines for the Town Office and Central Fire. These upgrades will be cost-neutral compared to the previous phone system and internet. Our Communication Coordinator will be handling the community notifications about any changes that may affect them.
- H. Included in your packet is the year to date for expenditures. Year to date the expenditures should be 55.77% of the budget. The Town is currently functioning at an expenditure rate of 53.80%. or \$49,407 under budget. Staff and I must continue monitoring these expenditure amounts, but no spending freeze is required at this moment.

## **Old Business**

### **5. The Selectboard will consider the FY 25 road projects and the release of an RFP for these services.**

Included in your packet are two (2) proposed FY 25 project groupings. Both options contain surface paving of Moose Run, Sunny Hill Road, New Road, and South Casco Village Road that all received base coats during FY24. In addition, reclaiming/repaving of Glen Drive, shim an overlay on Quaker Ridge Road between Glen Drive and Brown Ave.

- Option # 1 includes reclaiming/repaving Stone Road (assumes keeping at current 13' width). The cost of these projects is estimated at \$769,045
- Option # 2 includes shim/overlay of Raymond Cape Road is estimated at \$673,199

Once the preferred option is identified, staff and I request authorization to begin the RFP process for the preferred option or the preferred option including Edwards Road Box Culvert.

During the Selectboard's last meeting, a member inquired we did not completely reconstruct roads similar to Poland. I discussed the differences between reclaim and paving compared to reconstructing roadways. Gorrill Plamer advised that the vast majority of municipalities utilize reclaim and paving as the preferred method. The costs for this process are substantially more affordable (reconstruction estimated at \$1,000,000 per mile), minimizes roadway disruptions and allows treatment of more roads. Gorrill Palmer advised that a reconstructed should need additional treatment in approximately 15 years while a reclaimed roads needs treatment in 12 years. They advised the biggest challenge to rural roadways is water control and the Town of Casco is focusing on this factor with every road project.

## New Business

### 6. The Selectboard will consider a per Kw contract with an electrical supplier.

The quotes below were the anticipated rates at the time of your postponed meeting. I will receive contract rates on Tuesday morning and these amounts will be brought to the meeting. The figures below provide you with a general example of what the Town can save by updating our contract for electrical services. I will provide a similar comparison documents at the meeting.

Included in your packet is a proposal completed by an Energy Broker (Titan Energy) for the providing of energy services. The Town is currently paying between .16631 and .22 per Kw. The proposal provides a Town to stabilize their electrical costs for the next 48 months. The lowest quote is from Constellation at \$0.10485 for 48 months or \$0.10387 per Kw for 36 months. The anticipated annual savings would be:

<b>Term</b>	<b>Anticipated Monthly Savings</b>	<b>Anticipated Yearly Savings</b>	<b>Life of the Contract Savings</b>
<b>12-month</b>	<b>\$992.83</b>	<b>\$11,914</b>	<b>\$11,914</b>
<b>24-month</b>	<b>\$950.33</b>	<b>\$11,404</b>	<b>\$22,808</b>
<b>36-months</b>	<b>\$941.25</b>	<b>\$11,295</b>	<b>\$33,885</b>
<b>48-months</b>	<b>\$926.25</b>	<b>\$11,115</b>	<b>\$44,460</b>

**\*\*\*\*\*Quotes Updated 1-23-2024\*\*\*\*\***

### 7. The Selectboard will discuss the recent Electrical Audit.

Included in your packet is the energy audit conducted by Titan Energy. The overall transition to LED lights for all Town buildings would cost approximately \$50, 237 less incentives of \$11,114 for a net total of \$39,123. The anticipated pay back would be in 5.8 years for the transition.

Staff and I are seeking guidance on a direction that the Selectboard would prefer further explore. Staff and I would not recommend conducting any upgrades to central fire until future upgrades or construction are finalized. Would you prefer that we place these items in the FY 25 budget, use the remaining ARPA funds for the project this year or not to proceed.

### 8. The Selectboard will discuss networked Electrical Vehicle Chargers.

Included in your packet is a proposal for the replacement of our current electrical chargers and installing new chargers at the Town Office. All chargers would be level 2 network chargers. Titan Energy and I recommend taking no action on these quotes at this time. This recommendation is not based on necessity but in anticipation of future grant opportunities to supplant the project. The anticipated cost might change slightly based on the labor market but nothing substantial.

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**9. The Selectboard will discuss the necessity for updating Flood Plain Ordinance.**

Included in your packets are numerous documents from Maine DEP relating to updating the Town's Flood Plain Ordinance. These updates are required for residents to obtain flood insurance in identified areas. The included draft or similar ordinance must be approved by June 22. This information is being forwarded to the Planning Board for their review, recommendations, conducting of public hearing and ultimately forwarded to the Selectboard for future placement on a Town Meeting warrant.

No action is needed by the Selectboard at this time. This is merely informational for the Selectboard and the public.

**10. The Selectboard will discuss FY26 and FY27 road projects.**

Included in your packet are two (2) proposed FY 26 and FY27 road projects. These road projects are part of a larger CIP. While identifying the prioritized road projects, it does not commit placing these identified road projects out for Request for Proposal (RFP). Any prioritization is for planning purposes and communications with residents about future road projects. This communication practice minimizes misinformation or assumptions.

