



Manager's Memorandum
March 18, 2025, Selectboard Meeting

To: Selectboard
From: Tony Ward, Town Manager
Date: 03-13-2025
Re: Selectboard meeting 03-18-2025

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

5. Managers' Update

- A. Cumberland County is holding an informational meeting related to the Community Emergency Response Team (CERT). We will post more information about this informational session once it is received.
- B. Casco Town roads were posted on March 10th and are scheduled to last until May 1st. The end date of the posting can be changed based on the road and future weather conditions.
- C. I anticipate the Selectboard being invited to a future Capital Improvement Implementation Committee workshop with a focus on the Selectboard and Committee's short-term priorities.
- D. We anticipate that the RFID system at Bulky Waste will be installed during the first week of April. Both Naples and Casco are providing B Tek the bulky waste information necessary for data entry prior to installation. We anticipate the re-lining of the Transfer Station to occur during a similar time frame. Once firm dates are identified, the Selectboard and public will be notified.
- E. The Selectboard and Finance Committee are completing their initial workshops. The date(s) for additional workshop or meetings will be posted once determined.

Old Business

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

A continuation of the dialogue related to the boundary lines and the necessity for a future contract zone agreement.

7. The Selectboard will discuss the sign garage.

As previously discussed, the building located opposite the Crooked River Snowmobile Club is storage for the Town. The discussion led to no guidance on whether the Selectboard wished to demolish the building in the future or maintain it for storage. If the building is razed, the Town should located alternate locations for storing the Public Works materials. See below for additional information provide at the February 4, 2025, Selectboard meeting.

I was contacted by the Crooked River Snowmobile Club related to the Town Garage located directly in front of their club house. They advised that they had an agreement with Dave Morton to either move the garage or raze the garage upon completion of their club house. I cannot find any documentation about this agreement and Crooked River Snowmobile Club stated it was a verbal agreement between the two (2) parties.

I have included the signed agreement between the two parties and this discussion is not covered in the agreement. According to Jensen Baird, this agreement that Crooked River Snowmobile Club is the owner of the building while they occupy it. Once they cease operating within this building, the building becomes Town property. The land which the building belongs to the Town and the Club is leasing the right to use this land.

New Business

8. The Selectboard will consider approving February 25, 2025, Special Town Meeting minutes.

Included in the Selectboard packet is draft minutes from the February 25, 2025, Special Town Meeting.

9. The Selectboard will consider a contract with IAFF 5372 for a period between 07/01/2025 and 06/30/2028.

Include in your packet is the contract that has been tentatively agreed between the Town of Casco and IAFF 5372 for the period of July 1, 2025, to June 30, 2028. The IAFF 5372 membership ratified the tentatively agreed upon contract. Include in the packet are both a red line and non-marked version of the contract.

10. The Selectboard will consider the bids for the Edwards Road box culvert project.

The Request for Proposals bids for the Edwards Road Box Culvert project were due on March 6, 2025, at 2:00 pm. The Town received 5 bids for the project. The bids were (in the order received);

| Contractor Name | Lump Sum Bid |
|-----------------------------------|--------------|
| Baldwin & Sons, LLC | \$231,560.00 |
| RN Willey & Sons Excavating, Inc. | \$229,640.25 |
| J Pratt Construction, Inc. | \$298,450.00 |
| Leavitt Earthworks Co., Inc. | \$485,064.00 |
| Pratt & Sons, Inc. | \$386,100.00 |

Included in the Selectboard packet is Gorrill Palmer's evaluation of the bids and the apparent lowest bidder.

Staff and I are familiar with several of the companies, and they would complete the task as outlined in the RFP. We recommend the Selectboard award the Edwards Road Culvert project to RN Willey & Sons Excavation, Inc. pending funding Town Meeting.

11. The Selectboard will discuss appointments to the Ad Hoc Water Quality Committee.

At a previous meeting, the Selectboard authorized the initiation of the ad hoc committee to deal with the Town's water quality. The Town posted the development of this committee and requested residents participate in this committee. To date, the Town has received eight (8) requests to participate on this committee.

They are *Jim Arsham, Diane Cormier, Maggie Daigle, Pam Edwards, Tom McCarthy, Sarah Monarch, Levi Thorton & Eileen Tidd*. I have included their interest notifications with your package.

In addition, I received e-mails from interested organizations that could assist with this committee.