



**Manager's Memorandum  
Selectboard Meeting  
March 24, 2026**

To: Selectboard  
From: Tony Ward, Town Manager  
Date: 03-16-2026  
Re: Selectboard meeting 03-24-2026

Below are notes for agenda items for March 24, 2026, meeting

**5. Managers' Update**

- A. The Selectboard, Finance Committee, and Town staff continue reviewing the proposed Fiscal Year 2027 operating and capital budget. I anticipate that the two groups will finalize a recommended budget in the near future. Once the recommended budget is finalized, Town staff will share the final recommendation with the public.

The Finance Committee and Selectboard have conducted four joint public workshops and consulted with Town staff regarding their recommendations. All joint workshop agendas and supporting documents have been posted on the Town's website under "Meeting Agendas." Additionally, the proposed overall budget was posted on our website on March 9th.

- B. All documents related to the easement agreement, contract zoning agreement, and release deed between the Town of Casco and the Casco Public Library have been completed and forwarded to Drummond Woodsum for filing with the Cumberland County Registry of Deeds. It is anticipated that these documents will be filed by the date of the meeting.
- C. Due to a critical time constraint, I was unable to officially announce the opportunity to request federal funding under FY27 Congressional Direct Spending (earmarks) through Senator Susan Collins' office. The Towns of Casco, Bridgton, Naples, Windham, Sebago, and Gorham have each requested funds for communication upgrades for their respective fire departments. The Town of Casco is officially submitting the request on behalf of all six communities. The six Towns will be request approximately \$2.57 million with Casco's portion being just under \$600,000. This collaborative effort originated from a Cumberland County Managers/GPCOG monthly meeting.
- D. The recently approved Level Two electric vehicle chargers were installed at both the Casco Community Center and the Brown Avenue parking lot on March 18, 2026, and are now operational.

- E. The FY27 Road Preservation Request For Proposals (RFP) is being released and bids are due by April 2, 2026. The advertising of the RFP started on March 12<sup>th</sup>.
- F. The Safe Street's Committee requested that I forward the following message to the Selectboard.

*GPCOG has released their VISION ZERO RURAL INTERSECTION SAFETY STUDY (linked here: <https://gpcog.org/DocumentCenter/View/4231/Vision-Zero-Rural-Intersection-Safety-Study>).*

*This study evaluated eight rural intersections, three of which were in Casco, and recommended short, medium, and long-term strategies communities could use to improve the safety of these intersections. This study alone provides great insight to improving safety in our town.*

*Subsequently, GPCOG received a Safe Streets for All Demonstration Grant , to help implement some quick-build projects at intersections in three of these communities - one being Casco. The work and planning is starting and in order to ensure Casco gets in at the beginning of the process and can take full advantage of funds available for projects in our community, we request approval and support from the board to engage in discussions with GPCOG, MDOT, and others, as necessary. This does not require any monetary contribution from the town, it is simply support to move ahead, and we will provide more details as things progress.*

*While GPCOG is the recipient of the grant, they are excited about our enthusiasm to move this forward! As always, we will keep the board updated on progress and engage the community as often as possible!*

## **On-Going Business**

### **6. The Selectboard will discuss the willingness in naming the Roosevelt Trail bridge over Crooked River for veterans.**

The Town has received an email from Calista Cross requesting that we consider collaborating with the Town of Naples to rename the Route 302 bridge over the Crooked River in honor of a veteran.

Mrs. Cross has indicated that she has contacted the Naples Town Manager regarding this proposal; however, I have not yet communicated with him about the request. She has suggested the following potential names:

- Town of Naples – Crockett Veterans Memorial Bridge
- Naples–Casco Veterans Memorial Bridge
- Crooked River Veteran's Memorial Bridge

Mrs. Cross has also stated that she would be willing to coordinate with State Senators to advocate for the proposed name change. She noted that she has successfully assisted with similar bridge-naming efforts in the past.

I spoke with Naples Town Manager, and he advised their Selectboard is open to naming the bridge after veterans. They believe either Crooked River Veteran’s Memorial Bridge or Casco-Naples Veteran’s Memorial bridge are viable options.

**7. The Selectboard will consider a request from the ad hoc water quality committee to become a standing committee**

**New Business**

**8. The Selectboard will discuss Casco Village Zoning with Resilience Planning, LLC.**

The Resilience Planning team will present a synopsis of their initial observations, planned community outreach and timelines for the project. They will also identify the reasoning of the Casco Village Project which is focusing on updating village zoning as part of the town’s Comprehensive Plan implementation. The goal is to strengthen recognizable village centers by supporting walkability, maintaining traditional village character, and encouraging appropriate reinvestment, while aligning with the town’s Open Space Plan. Resilience Planning’s slides are located in the Selectboard’s packet.

**9. The Selectboard will consider awarding the mowing bid for 2026 through 2028.**

The Town received eight (8) sealed bids in response to the Request for Proposals (RFP) for mowing and grounds maintenance services for a three-year contract term. Each bid was reviewed for completeness, responsiveness to the bid specifications, and overall cost. The bids received are summarized below:

<b>Contractor</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Honey Dew List	\$37,000	\$38,850	\$40,792.50
NELTS of ME LLC	\$39,975	\$39,975	\$39,975
LMNT Landscaping	\$30,000	\$32,400	\$34,992
Pine Peak Landscaping	\$41,900	\$43,600	\$45,325
Precision Property Management	\$28,700	\$29,900	\$31,100
Elevation Premier	\$32,000	\$32,000	\$32,000
Mains & Sons	\$35,900	\$37,695	\$39,579.75
C & J Property Maintenance	\$34,800	\$35,950	\$37,100

The lowest bid received was submitted by Precision Property Management, with pricing of \$28,700 for Year 1, \$29,900 for Year 2, and \$31,100 for Year 3. However, as part of the evaluation process, proposals were also reviewed for compliance with the minimum qualification requirements outlined in the RFP.

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The RFP required that proposers demonstrate the following:

- Experience providing mowing and grounds maintenance services of similar scope and scale
- Availability of appropriate equipment and trained personnel
- Ability to meet the scheduling requirements outlined in the RFP
- Proof of insurance as required by the Town

During the review process, it was determined that all bidders provided proof of insurance except Precision Property Management, as required under the RFP submission requirements. Because proof of insurance is a mandatory qualification for contract eligibility, the submission from Precision Property Management is considered non-responsive to the bid requirements unless the Town elects to allow the bidder to cure this deficiency.

Based on the review of the proposals received and the evaluation of responsiveness to the RFP requirements, it is recommended that the Town consider awarding the contract to the lowest responsible and responsive bidder that meets all qualifications outlined in the bid specifications.

Should Precision Property Management be deemed non-responsive due to the absence of required proof of insurance at the time of bid submission, the next lowest bidder meeting all requirements is either LMNT Landscaping, with lowest pricing of \$30,000 for Year 1, \$32,400 for Year 2, and \$34,992 for Year 3, for a total three-year contract value of \$97,392 or Elevation Premiere with a fixed price of \$32,000 for all three years for a total three-year contract value of \$96,000.

Final award of the contract should be subject to confirmation that the selected contractor satisfies all contractual requirements and conditions established in the RFP and subsequent agreement.

#### **10. The Selectboard will consider approving the Recycler License Renewal approval for Colonial Auto.**

Include in the Selectboard packet is a renewal of a recycler license zoning approval for Colonial Auto Body at 306 Poland Spring Road in Casco, issued through the Maine Bureau of Motor Vehicles. This form is annually submitted to the Town by Colonial Auto Body to renew their license and confirm they are still in zoning compliance.

The property, though zoned residential and abutting a stream that would now require a 75-foot setback, complies as a grandfathered non-conforming lot of record. The business received initial variances on October 31, 1987, and additional variances on February 25, 1988, prior to substantial zoning changes adopted by the Town on March 12, 1988. The document confirms the business identity and location and reflects the periodic licensing process ensuring continued compliance with zoning and operational standards.

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### **11. The Selectboard will consider an overlimit agreement with Maine for Route 302 large culvert replacement.**

The Maine Department of Transportation (MDOT) plans a culvert rehabilitation project on Route 302 in Casco (Project No. 024249.00). To facilitate construction, MDOT requires the municipality to issue overlimit permits allowing contractors to transport overweight equipment on municipal roads under 29-A MRSA § 2382(7). Municipal officers will assess road suitability; while they may require a bond to cover potential damages, MDOT staff advises that municipalities have historically not required bonding. Overweight vehicles must comply with posted limits, and trucks are restricted to 25 mph unless otherwise agreed. A municipal agreement must be signed in advance to ensure compliance and manage road usage during construction.

### **12. The Selectboard will consider the appointment of Linda Allen, Joe Armenti, Alexis DeFillipo, Nancy Dunbar, Sandra Fredricks, Leslie Hughes, Laurie Kidd, Julie Kocieka, Devin Langadas, Jennifer Morton, Melissa Poree, Mary Strain, & Janet Ver Planck as election clerks.**

Under Maine Statute Title 21 §503-A, all nominations for election clerks must be submitted to the municipal officers by April 1 of each general election year, with appointments required by May 1. Included in the Selectboard packet is the list of nominated election clerks, and staff requests confirmation and appointment of all listed nominees in accordance with statutory requirements.

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