



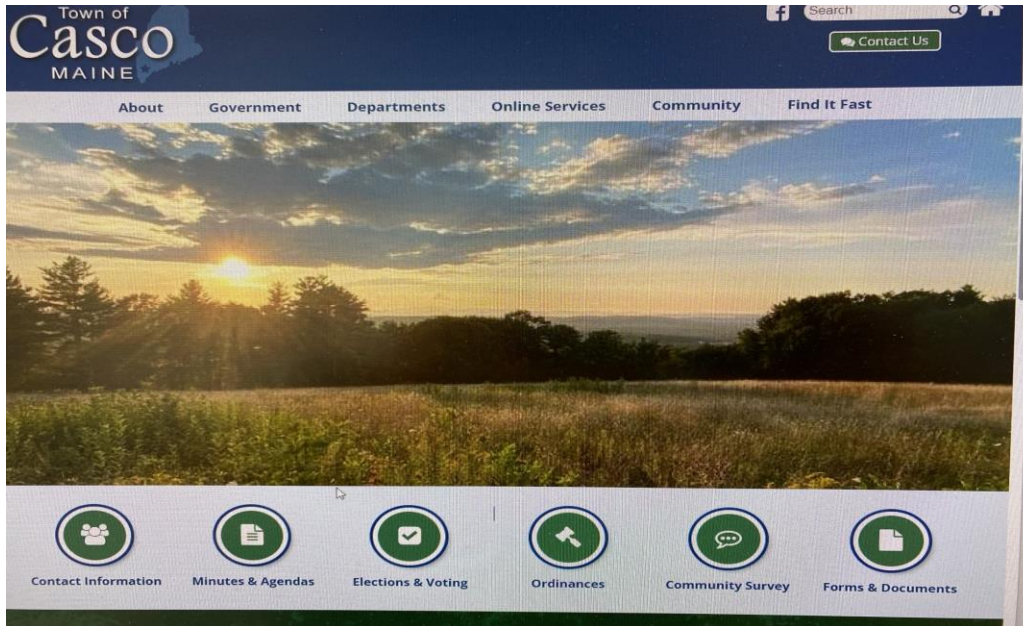
Manager's Memorandum
June 3, 2025, Selectboard Meeting

To: Selectboard
From: Tony Ward, Town Manager
Date: 05-29-2025
Re: Selectboard meeting 06-03-2025

Below are notes for agenda items for June 3, 2025, meeting

5. Managers' Update

- A. The property at 50 Rabbit Run is going through multiple legal procedures not including the filing of an 80K suit by the Town. The property is currently progressing through bankruptcy court and the trustee for the court already advised the tenant that they cannot operate any business from the property. If any event is conducted, the tenant will be promptly evicted from the property. Additionally, the owner held an eviction hearing against the tenant and the court decided in favor of the owner.
- B. The Town received the Bureau of Labor inspection report. The Fire Department was fined \$700 cited for 5 violations; Public Works was fined \$2,800 for 5 violations; Bulky Waste was fined \$1,400 for 5 violations and the Town was fined \$700 for violation of the dam. Almost all of these violations have already been rectified or will be rectified by next week. I will file for a "penalty discussion" to minimize the fine amounts on behalf of the Town. I anticipate this being an agenda item at your next meeting so the Selectboard and public can see these documents.
- C. Both articles passed the school ratification vote on May 20th. The budget passed by a 63 to 23 vote and the Budget Validation Referendum passed by a 46 to 40 vote.
- D. GPCOG is finalizing the Capital Improvement survey after receiving constructive feedback from the ad hoc committee. We have modified our web site to include the survey as a front-page button. Please see below.



- E. I met with Mr. Geary last week and the meeting progressed positively. We discussed his concerns, and I brought his perspectives to legal counsel. I am unsure if this dialogue will need to move forward to a future Selectboard agenda item, but I will keep the board up to date on dialogue.
- F. Old Business items including the old bank building and easement agreement between the Town and the Library will be on future Selectboard agendas.
- G. The Pleasant Lake boat ramp has been repaired and reopened. We anticipate the beach repairs to occur within the next couple weeks.
- H. The Town is dealing with a couple of ordinance violations that may need future discussion by the Selectboard. The Animal Control Officer is dealing with a barking dog complaint on Cemetery Drive. The Code Enforcement office is dealing with a junk yard at 131 Tenney Hill Road. Both of these ordinance violations have been issued notice of violations. I anticipate a future dialogue between Drummond Woodsum and the Selectboard relating to these violations.

Old Business

6. The Selectboard will discuss contract zoning with Casco Public Library.

I anticipate the Selectboard and Planning Board conducting a joint session at the Selectboard's June 17th meeting. The Planning Board reached substantial agreement. The purpose of the joint review is to familiarize the Selectboard with the

proposed contract zoning agreement and to give the Selectboard the opportunity to view the proposed contract zoning agreement in its role as administrator.

The review shall include the determination that:

1. The Town's interests are adequately protected and served by the proposed contract zoning agreement.
2. The costs and benefits to the Town are reasonable.

When the Planning Board and the Selectboard have reached substantial agreement on the terms and wording of the proposed contract zoning agreement, the applicant shall submit a letter confirming the applicant's substantial agreement on the terms and wording of the proposed contract zoning agreement.

Once the letter of confirmation is received by the Town, the Planning Board at a regular scheduled meeting will complete its review and then take a formal vote to submit the proposed contract zoning agreement to a public hearing. The notice of public hearing shall be posted in the Town Clerk's office at least 14 days prior to the public hearing. It shall be published in a newspaper of general circulation within the Town at least two times.

New Business

7. The Selectboard will consider the liquor license renewal of Point Sebago.

State law requires public hearings for any liquor license renewal for five years after awarding the license. Point Sebago is now over that limit and no longer requires a public hearing.

The Town has received no complaints about this business and is not aware of any administrative violations. Staff recommend approving the application and forwarding it to the State for their approval.

8. The Selectboard will discuss recent or upcoming road repairs or updates

Included in your packet is a brief synopsis of anticipated road maintenance and projects being completed by Public Works. Mike Geneset will be present at the meeting to provide further details related to these projects.

9. The Selectboard will discuss potential FY 26 road projects.

Gorril Palmer's road repair options for the upcoming years focused on either repairing Pine Hill Road or completing the majority of repairs on Quaker Ridge Road. Staff and I would recommend Pine Hill Road for FY26 funding, if approved at the Town meeting. These repairs would be within the budget amount requested at the Town Meeting and would be completed in the spring of 2026.

This would also allow for greater dialogue related to Quaker Ridge Road and would include the Safe Street Committee per policy. I anticipate this dialogue being substantial and lengthy.

10. The Selectboard will meet with the Safe Streets Committee reference potential projects.

The Safe Streets Committee requested a meeting with the Selectboard to discuss possible projects. Included in your packet is an outline of their potential project and the reasoning behind it. Members of the Safe Street Committee will be present to assist in any further dialogue.

Included in your packet is an e-mail from GPCOG about financial assistance related to dangerous intersections. More information is coming.

11. The Selectboard will discuss Comprehensive Plan Implementation Committee recommendations.

12. The Selectboard will discuss a stakeholder's collaboration on the Berry property.

Vice Chair Plummer requested the Selectboard discuss stakeholder collaborating on identifying Berry property opportunities.

13. The Selectboard will consider awarding the Realtor Service contract based on recent Request for Proposal.

Included in the Selectboard packet is the four (4) bids for realtor services related to any future liquidation of foreclosed properties. The four proposals received are from Alberta Brynes of Keller Williams Realty; Ashley Ferron of A Team Realty; Christopher Gerrity of Maine Real Estate Experts; and Kristine Neal of The Lakes Real Estate.

All of these proposals are similar in nature and fees associated with the service. All bids, except for Alberta Brynes answered all the questions related to the RFP. Both Ashley Ferron and Christopher Gerrity listed fees of 5% and Kristine Neal listed fees of 5% for buildings and 7% for land listings. I am seeking guidance from the Selectboard on determining the selection of the firm for real estate services.

14. The Selectboard will consider awarding the contract for open space planning services.

The 5 bids were reviewed by the chair of the Open Space Commission (Sam Brown, the Executive Director of Loon Echo Land Trust (Matt Markot) and me. The Town received 5 outstanding proposals with similar designs and costs. After substantial review, the committee determined that interviewing three companies would be beneficial in the

decision-making process. These interviews are currently scheduled for June 9th, 10th and 12th (pending confirmation from each company confirmation).

Based on this change, I anticipate the committee making a recommendation to the Selectboard at their June 17th meeting.

15. The Selectboard will consider a consistent date for the non-emergency special Town Meeting(s), if necessary.

During the agenda setting meeting, the discussion of special Town Meetings was discussed. The dialogue focused on setting a consistent date for a non-emergency Special Town Meeting as part of policy. An example discussed would be the 3rd Wednesday of January from the "Annual Special Town Meeting".