



Town of Casco

Selectboard Regular Meeting Minutes

September 01, 2026 at 6:00 PM

Casco Community Center

Regular Meeting

PRESENT

Scott Avery
Eugene Connolly
Robert MacDonald
Grant Plummer
Joseph DeMartin

Absent: Tony Ward, Town Manager

1. Review and approval of the meeting agenda

The Selectboard moved and seconded to approve the meeting agenda.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

2. Approval of bills and signing and approval of all open warrants

The Selectboard moved and seconded to approve all bills and signing of all open warrants at Town Office.

Motion made by Avery, Seconded by Plummer.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

3. Approval of Minutes: August 18, 2026

The Selectboard moved and seconded to accept the minutes from the August 18, 2026 meeting as presented.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

4. Public Participation for non-Agenda items

Sam Brown inquired about the lack of a packet on the website.

Sue Witonis was curious where we are with the finance committee. As a member, she was hoping to have more information throughout the year.

Amy Brown would like to support Sue Witonis's statements.

5. Manager's Update

- A. The Town of Casco invites all residents to attend the Second Casco Village Community Workshop on Tuesday, September 15, at 5:30 p.m. at the Casco Community Center. Building on feedback received during the May workshop, this interactive session will present potential zoning concepts, development patterns, design standards, and

regulatory approaches to help guide the future of Casco Village. Participants will review key themes from previous community input, explore examples from other communities, learn about a proposed Conditional Use Permit process, and provide feedback that will help shape the next phase of the Village zoning rewrite and future draft recommendations.

- B.** The Chairperson has requested that the Town's organizational chart be presented for review. The attached Town of Casco Organizational Chart – 2026 provides an overview of the Town's organizational structure, beginning with the residents of Casco and the Selectboard, followed by the Town Manager/Road Commissioner, legal counsel, municipal departments, boards, commissions, committees, and key staff. The chart is intended to provide a clear visual representation of how the various functions of Town government are organized and how responsibilities and reporting relationships are structured. The Chairperson is requesting the presentation to allow the Selectboard to review the current organizational structure and ensure that it accurately reflects the Town's operations and responsibilities.
- C.** The centerline and edge-line painting has been mostly completed. In addition, fog lines have been added to Quaker Ridge Road. Libby Road and Raymond Cape Road still require pavement markings; however, that work will be completed following the completion of the paving projects on those roads.
- D.** The Town Office will be closed on two dates in the upcoming months. The Office will be closed on October 7, 2026, for professional development and again on November 3, 2026, for the State Election. While these closures are being announced well in advance, this is the only Selectboard meeting scheduled to occur in September, making it important to provide residents with advance notice of these dates.
- E.** The Town's updated website is now live. The new site includes several substantial design changes to portions of the webpage, so residents are encouraged to take some time to explore and become familiar with the updated layout and features. Several additional updates and modifications are also scheduled to take place over the next few months as we continue to refine and improve the site. We appreciate your patience as these changes are implemented and encourage everyone to visit the website regularly for the latest information.
- F.** The Safe Streets Committee is reviewing proposed road projects for the upcoming year(s) and is working toward developing a review matrix to help evaluate and prioritize future projects. Staff recently provided the Committee Chair with the five-year road plan presented to the Selectboard in February 2026. This plan is contingent upon available funding and may be modified as funding levels, project costs, and priorities change.
- G.** Ryan Barnes from JBL will be tentatively scheduled to attend a Selectboard workshop on October 6th to discuss FY27 and future road projects.
- H.** Staff have also obtained a preliminary paving estimate for a temporary solution at the end of Pine Hill Road. The estimated cost to pave approximately 65 feet at the end of the road is \$22,500. Staff does not recommend moving forward with this paving project at this time, as the proposed paving would only be a temporary solution and would likely need to be reconstructed when the three MeDOT catch basins and connecting culverts are replaced.

Staff are working with a local contractor to obtain an estimate for replacing the three MeDOT catch basins and the culverts connecting them. Once the estimate is received, staff will seek further guidance from the Selectboard regarding the appropriate approach for these improvements. Options include incorporating the work into a future Pine Hill Road RFP, seeking collaboration with MeDOT through the Municipal Partnership Program, or requesting that MeDOT complete the repairs. MeDOT does not currently have these improvements included in its three-year plan

Old Business

New Business

6. The Selectboard will consider bids for the Sand & Salt shed repairs.

The Selectboard moved and seconded not to accept any bids for the Sand & Salt shed repairs.

Motion made by Plummer, Seconded by Avery.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

7. The Selectboard will consider John Masselli for the Water Quality Committee

The Selectboard moved and seconded to appoint John Masselli to the Water Quality Committee with a term to expire June 2027.

Motion made by Avery, Seconded by DeMartin.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

The Selectboard moved and seconded to appoint Deanna Flanagan to the Water Quality Committee with a term to expire June 2027.

Motion made by Avery, Seconded by Connolly.

Voting Yea: Avery, Connolly, MacDonald, Plummer,

Abstaining: DeMartin

8. The Selectboard will consider temporarily cease the Veteran's Committee

The Selectboard moved and seconded to temporarily cease the Veteran's Committee, but retain Tim Walsh as a Veterans Coordinator and keep financial situation the same to be used when needed for town events.

Motion made by Avery, Seconded by Connolly.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

9. Selectboard Comments

Scott Avery- Informed us that paving began on Route 121 today. Scott is excited to have an engineer here to talk about roads. Scott also reminded us of his vacation

Grant Plummer- wanted to clarify the process to send agenda requests. Grant also suggested we should have questions ready for the engineer. Bob MacDonald asked to have all questions by 9/18.

Joe DeMartin- wanted to remind everyone of the Community Event on September 26 and would like to remind all committee liaisons to encourage participation.

Gene Connolly- School has started, please be careful. Gene also wanted to remind the board he wants to talk about goals.

Bob MacDonald- Pam Edwards has resigned from two committees. 31 Graffam Road- the building has been demolished.

Workshop

10. The Selectboard will discuss Berry Property options.

Discussion only. No action was taken.

Executive Session

11. Executive Session to discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for application 09/01/2026A .

The Selectboard moved and seconded to enter Executive Session to discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for application 09/01/2026A. at 7:17pm

Motion made by Avery, Seconded by Connolly.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

The Selectboard moved and seconded to exit Executive Session to discuss Concealed Weapons Permits for application 09/01/2026A. at 7:22pm

Motion made by Connolly, Seconded by Plummer.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

12. Executive Session pursuant to 1 M.R.S.A.405(6)(A) Personnel

The Selectboard moved and seconded to enter Executive Session pursuant to 1 M.R.S.A.405(6)(A) Personnel at 7:20pm

Motion made by Avery, Seconded by DeMartin.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

The Selectboard moved and seconded to exit Executive Session pursuant to Personnel at 8:43pm

Motion made by Connolly, Seconded by Plummer.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

13. Adjournment

The Selectboard moved and seconded to adjourn at 8:44pm

Motion made by Connolly, Seconded by Plummer.

Voting Yea: Avery, Connolly, MacDonald, Plummer, DeMartin

Reminders to the Attending Public: Selectboard meetings are open to the public, but the public may not speak unless recognized by the Board Chair or Vice Chair in their absence. Except during a public hearing, comment time is limited to 2 minutes per speaker during public participation or on agenda items. Matters related to personnel will not be heard.