



**Manager's Memorandum  
Selectboard Meeting  
February 17, 2026**

To: Selectboard  
From: Tony Ward, Town Manager  
Date: 02-16-2026  
Re: Selectboard meeting 02-17-2026

Below are notes for agenda items for February 17, 2026, meeting

**5. Managers' Update**

- A. The Berry Property Work Group continues to make progress in its discussions regarding potential opportunities for the property. The group is currently conducting Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis of the various concepts under consideration. In addition, the committee plans to bring its initial thoughts on potential buildings and activities to a public forum in order to gather community feedback on possible uses of the property.

After receiving public input, the goal is to develop a conceptual design for Selectboard approval. Once approval is obtained, the focus will shift to stormwater planning, road design, and securing final DEP approvals.

For the convenience of committee members, the next two meetings have been rescheduled. The group is now scheduled to meet on February 24 at 3:00 p.m. and March 10 at 3:00 p.m.

- B. Courtney Walsh continues to make progress on the Town's branding initiative and has provided the following update. An online survey has been created and, with staff's assistance, has been distributed across the Town's digital platforms. To date, 37 responses have been received, and the survey will remain open through March 8. The responses have been compiled into a spreadsheet, which is available for review. While a full interpretation and presentation of the collected data will be provided once the survey closes, access is being shared now for anyone interested in seeing the initial feedback from the community.
- C. As staff and I begin finalizing the proposed budget, we are carefully evaluating several key challenges, including current market values for certain positions and the ongoing need for infrastructure maintenance. Addressing competitive salary levels while also ensuring that critical infrastructure needs are met requires thoughtful balance. I

anticipate these discussions will be challenging, but also productive and necessary as we work toward a responsible and sustainable budget proposal.

- D. Resiliency Planning and the Casco Village Ad Hoc Work Group are scheduled to conduct a walking review of Casco Village on February 19<sup>th</sup> to assist the resiliency planning team in better understanding the village's current layout and design conditions. The purpose of the site walk is to evaluate existing infrastructure, traffic flow, pedestrian connectivity, and other physical characteristics that may influence future planning efforts.

Following the walking tour, the Ad Hoc Work Group, in coordination with the resiliency planning team, will develop a preliminary design framework to guide the completion of the review and to help identify potential improvement opportunities within the village.

## **On-Going Business**

### **6. The Selectboard will consider pavement preservation plan and FY27 road projects.**

The Selectboard packet includes a City Logix map evaluating town-owned roads. The map uses a color scale from green (good) to yellow, orange, and red (very poor) to indicate road conditions. A corresponding database listing each road's Pavement Condition Index (PCI) is also provided.

At the previous Selectboard meeting, there was a healthy discussion regarding the proposed pavement preservation plan, with particular focus on Pine Hill Road. Vice Chair Robert MacDonald and I subsequently met with Gorrill Palmer to further discuss the concerns raised during that conversation. Following that meeting, Ryan Barnes revised the pavement preservation plan for Selectboard review.

The updated plan is included in the Selectboard packet; below is a brief synopsis. The document outlines the Town of Casco's Capital Improvement Plan (CIP) for paving and street rehabilitation projects from 2026 through 2030. For 2026, the plan includes Ridge Terrace, Hams Hill, Raymond Cape, Ward, Cold Springs, and Libby, with a total estimated cost of \$616,000 based on a \$600,000 budget assumption. In 2027, projects include Pine Hill, Sunny Hill, Casco Village, Hillside, and Quaker Ridge, with a total estimated cost of \$983,000; this amount includes \$50,000 for drainage improvements near Route 11.

For 2028, the proposed work includes Pine Hill, Fernald, Tarklin Hill, and Leach Hill, with an estimated total cost of \$722,000. In 2029, improvements are planned for Sonny Maines, Larkspur, Heath, and multiple sections of Quaker Ridge, totaling an estimated \$783,000. The 2030 projects include Edes Falls, Heather, Edwards, and multiple sections of Mayberry Hill, with a projected total cost of \$835,000.

The plan relies on 2023 PCI (Pavement Condition Index) ratings to categorize streets as Very Poor, Poor, Fair, or Satisfactory. Recommended maintenance strategies include strip

and pave, overlay, reclaim, and pave, and surface paving. All costs are presented in 2025 dollars and assume a 10 percent annual budget increase beginning with \$600,000 in 2026. Ryan Barnes will also be attending future Safe Streets Committee meetings to support the committee's work and to share insights from his Complete Streets experience in Brunswick and Lewiston.

## **New Business**

### **7. The Selectboard will consider appointing Carolyn Drew to the full voting member of the Planning Board for her alternate position..**

With the recent resignation of Michelle Williams from the Planning Board, there is now a vacancy for a full-voted member. The two current alternates are Carolyn Drew and Joseph Armenti, Jr., with Carolyn serving as the senior alternate. Historically, the Board has appointed the senior alternate to fill a full voting member vacancy.

Carolyn has expressed interest in serving in this role. If appointed, she would complete the remainder of Michelle Williams' term, which expires in June 2027.

### **8. The Selectboard will discuss the status of the Fire Department.**

Chief Cole will be present to provide the Selectboard with an update on the condition of the Central Fire Station, as well as current equipment status and staffing levels, including ongoing challenges. Included in the Selectboard packet is the 2023 Fire Department study that was referenced during your February 3rd meeting.

### **9. The Selectboard will consider Special Town Meeting minutes.**

Included in the Selectboard packet are the draft minutes from the January 28, 2026, Special Town Meeting. In addition to the minutes, the Chair of the Library Trustees and I have both signed the approved Contract Zoning Agreement and Easement Agreement between the library and the Town of Casco. Both documents have been forwarded to Drummond Woodsum for filing with the Cumberland County Registry of Deeds.

### **10. The Selectboard will consider Wyatt Petit and Janes DiBiase for vacancies on the Comprehensives Plan Implementation Committee.**

Included in your packet are the names of two residents who have expressed interest in serving on the Comprehensive Plan Implementation Committee, which currently has two vacancies. These were the only applicants when the position was previously posted. Neither of these residents currently serves on any other committees, and their appointment would help expand the number of active participants within the Town's committees.

**11. The Selectboard will receive updates of the Open Space Commissions activities from their Chairperson (Sam Brown).**

**12. The Selectboard will discuss the process of reviewing the proposed water quality plan.**

The Selectboard will discuss the review process for the proposed water quality plan. This review is expected to be rigorous and systematic. The process will include, but is not limited to, legal review and guidance, staff review and recommendations, public discussions, Planning Board review, public hearings, and Town Meeting votes for any proposed ordinance changes.