



**Manager's Memorandum  
August 20, 2024, Meeting**

To: Selectboard  
From: Tony Ward, Town Manager  
Date: 08-13-2024  
Re: Selectboard meeting 08-20-2024

Below are notes for agenda items for the August 20<sup>th</sup> meeting

**8. Managers Update**

- A. Included in your packet is an award letter from Maine Department of Transportation relating to their culvert stream grant. The Town received an award of \$200,000 towards replacing the culverts on Edward's Road near Davis Brook Road. The \$200,000 is the maximum award provided and this will cover approximately 50% of this project. I would anticipate this project being in the FY26 budget under road capital projects.
- B. I am scheduled to meet with Mike Morse of Archipelago on Thursday to discuss both the Pleasant Lake project and opportunities on Town property located on Parker Pond.
- C. Included in your packet is year-to-date financials. It is too early in budget season to observe any trends, but I will continue providing this information every few months.
- D. I am meeting with Sebago Fiber and Naples Town Manager to discuss FY 26, 27 & 28 opportunities for a municipal/private partnership relating to fiber optic internet services in the two communities. Sebago and Raymond are substantially further along in this process. Sebago already received a substantial grant for their project because of the percentage of unserved residents in their community. Raymond voters authorized approximately \$667,000 for their initial investment in this project. Future Capital Improvement Plans or strategic discussion will need to focus on the 302 corridor or Poland Springs road from the Naples to Pikes corner and then north on Meadow Road until the Community Center. Each of these projects would cost a similar amount and Sebago fiber business model would fund other portions of the circuit.
- E. Included in your packet is a Capital Improvement Plan document authored by Greater Portland Council of Governments that may assist in future goals setting discussions.

- F. Town Tax Bills will be mailed out later this week and the digital copies should be available by tomorrow, at the latest. The bills show that 59.18% of the mill rate goes towards the schools, 35.85% towards municipal service and 4.97% towards county services. In another format of this information with a mill rate of \$9.77: \$5.78 is raised for schools, \$3.50 for municipal services and \$0.49 for county services.

### **Workshop**

- 9. The Selectboard will conduct a joint workshop with the Casco Public Library Board of Directors regarding property lines, deeds, and other land-related discrepancies.**

### **Old Business**

- 10. The Selectboard will consider a request from Robert Morton to re-acquire foreclosed property located at 21 Graffam Road.**

The Selectboard first discussed this request at your July 9<sup>th</sup> meeting.

Include in your packet is a request from Salvatore Reale on behalf of Robert Morton to sell his foreclosed property back to Mr. Morton. The Town foreclosed on this property on February 18, 2024, and staff are additionally concerned about the current condition of the building.

The amount of back taxes, interest and fees is currently \$2,191.04.

- 11. The Selectboard will consider updates to the "Selectboard's Rules and Procedures" policy**

Included in your packet is the current Selectboard Rules and Procedures along with addendum A (Code of Ethics). Also included in your packet is potential language for updating the Rules and Procedures and the Code of Ethics. Obviously, additional changes can and should occur after the Board's discussion.

- 12. The Selectboard will discuss Selectboard's goals.**

Continued discussion about the overall Selectboard goals.

### **New Business**

- 13. The Selectboard will consider Animal Control Interlocal Agreement with Naples and Casco.**

Included in your packet is an Interlocal Agreement for Animal Control services between the Town's Casco, Naples and Raymond. The Agreement had not been updated since 2019 and needed updates. This agreement includes the interlocal agreement, job description for the Animal Control Officer and policy relating to off duty animal control complaints.

#### **14. The Selectboard will consider quotes for plowing gear for F600.**

Included in your packet are the three bids for plow equipment for the new F600. The three bids are from Allied Equipment, HP Fairfield, & Viking Cives and they were:

- Allied Equipment @ \$62,950
- HP Fairfield @ \$83,265
- Viking Cives @ \$57,736

Town staff and I are recommending that the Town award the purchase to Allied Equipment even though their quote is \$5,214 more than Viking Cives. The reason for this recommendation is for multiple reasons.

- A. The equipment bids slightly differ with the Allied Equipment quote including commercial grade sander and fenders added to the truck.
- B. Allied Equipment was the sole vendor that came to our Town to examine the truck and confirm the precise equipment design preferred.
- C. Area municipalities had problems with Viking Cives equipment and are changing to Allied Equipment due to these problems
- D. Allied Equipment stated they would have the equipment installed by the 1<sup>st</sup> week of October. Viking Cives stated they have 60 to 65 installs scheduled and they would anticipate installation occurring the first week of January.
- E. The installation timeline of Viking Cives creates concerns about product availability with 60 to 65 scheduled installations.