

NOTES
Casco Board Of Selectmen
May 4, 2010

Members Present:

Calvin Nutting, Barbara York, Susan Witonis, Carroll Morton and Paul Edes

Staff Present:

David Morton and Lucille Griffin

Guests Present:

Sandy Fredricks, Pat Troy, Gil Avery, Bev White, Ray Grant, Becky Behlen, Mary-Vienessa Fernandes, Wayne Ward, Ted Ropple, Margaret Dilley, Alice Darlington, Holly Hancock, Pam Deschambeault, Dave Deschambeault, Michael London, Irene Morton and Mike McKay

The Board of Selectmen approved bills and signed warrants.

The Board of Selectmen moved (York), seconded (Edes) and unanimously voted to approve the minutes of April 6, 2010 and April 20, 2010.

Old Business:

- Review Of Draft Article For Non-Binding Referendum:

The Board of Selectmen reviewed a draft article for a non-binding referendum for Town Office locations. Town Manager David Morton noted that he had given a copy of the draft article to the two people who said they would be interested in reviewing the proposed article and giving their input.

Barbara York asked when we would be voting on this article. Town Manager Morton indicated that this article would be on a ballot for the June 8, 2010 Town Meeting.

Calvin Nutting said the proposed article looked fine to him and asked if anyone had any comments on it. Town Manager Morton said that had been one comment earlier about either circling or checking off your preference. The ballot will be set up more formally once it is approved. There will be a format similar to other referendum votes.

Rick Thorpe said he was one of the folks whose opinion was solicited on this article and that Town Manager Morton is pretty much in line with what everybody had in mind. Thorpe said he has taken the liberty of redrafting part of the article. (See Handout) Thorpe gave a copy to each of the Board of Selectmen. This is only submitted, not to correct anything that Town Manager Morton has drafted, but as just another format. The final decision is up to the Board. Thorpe said he likes the way the article is highlighted to emphasize that *"this is not an authorization to spend funds"*. Thorpe said he is just

submitting his draft for the consideration of the Board and, basically, it just differs in the square footage aspects.

Calvin Nutting asked Town Manager Morton if he was looking for an approval for the article. Town Manager Morton said that, if we are going to place this on the Town Meeting Warrant, we need to get something approved by the Board so that we can go ahead have absentee ballots prepared.

Town Manager Morton said he had looked at it a little differently. He (D. Morton) did the article with location choices not other considerations. We can add the square footage in there, but there may be comparisons or other facts that other people might want in there.

Thorpe reiterated that this is just a draft for the Board to look at.

There was then further discussion on the proposed article that included the square footage, focusing on the location, which option is cheaper and the purpose of the non-binding referendum.

The Board of Selectmen moved (Nutting), seconded (York) and unanimously voted to revise the draft article to include the square footage.

- Rescue Vehicle Purchase:

Rescue Chief Holly Hancock was present to discuss the bids for the replacement Rescue vehicle. Chief Hancock asked how the bids were going to be handled. Town Manager Morton said that we had contacted three additional bidders and invited their participation. One of the companies participated and submitted three different bids for three different units. There were five criteria that we asked them to address; two of the criteria they complied with, two of the criteria will require additional review by the Rescue Department and the fifth criteria they have not complied with in any of their proposals. Morton said he is not sure that is necessarily a deal breaker but that would be for the Board to determine.

The prices range from \$120,959 to \$145,079. One bid is for \$120,959, one for \$139,206 and one for \$145,079. All three proposals propose the same chassis, the 2010 Ford E450 diesel. The modules on the back are different and each of them had different characteristics. Chief Hancock said she has not had a chance to review the bids yet.

There was then discussion on the bid proposals that included the time frame allowed for the bids to be received and if bids are traditionally opened at the Selectmen's meetings. Town Manager Morton said that traditionally the departments review the bids prior to the presentation at a Selectmen's meeting.

Susan Witonis said she is not ready to make a decision until she knows what they are comparing and requested that the bids be reviewed by the Rescue Department before the Board makes a decision.

Calvin Nutting asked Holly Hancock if the Board tables this until next week, could she give her input on it at that time. Chief Hancock advised that neither she nor Mike McKay will be able to be here next week, May 11, 2010, to do a presentation. Nutting asked what the time frame was on the bid from Sugarloaf. Hancock said probably to the end of May. Nutting asked if they would get back to Town Manager Morton when she and Mike could attend a Selectmen's meeting. Hancock asked if the Rescue Department was going to be able to make the decision or it was going to be made for them. Nutting said that he was not sure he could answer that question; he was only one selectman. He would need to look at their recommendation and see what it was going to cost as opposed to other alternatives and what they are going to cost.

Calvin Nutting asked the Board members to each give their opinions.

Carroll Morton said that Sugarloaf Ambulance has been doing this for a long time and everything has been fine. So, why go to Massachusetts to buy something when Sugarloaf is right here. C. Morton said he will vote for Sugarloaf when it comes time.

Paul Edes said that to him, not knowing what the other company has for cabinet arrangements, he is sticking with Sugarloaf pending information on the cabinet arrangement and box size in the other bids.

Susan Witonis said she will stand by and stick with Sugarloaf because of their record and the good customer loyalty discount. We have had some issues but they have been taken care of. It is a Maine company and she will stick by her decision to go with Sugarloaf.

Barbara York asked how the Board knows what we have if we don't know what is here (in the bids). York said she does not have a clue if these equal what we have. York thinks we need to look at the bids that are here to see what there is. We don't know what we have until Town Manager Morton looks at the bids. She thinks we should take the time to find out exactly what the bids are.

Jenn Murray asked what the fifth item was that did not comply with the bid request. Town Manager Morton said that we requested that they give us a list of everything that was not in compliance and they did not provide that.

Rick Thorpe said that he knows that Sugarloaf is a Maine company and asked if there are other Maine companies out there to bid. Town Manager Morton said there is one other Maine company.

The consensus of the Board of Selectmen was to have Holly Hancock and Mike McKay go over the bids and get back to Town Manager Morton.

Barbara York suggested that they could give Town Manager Morton the information to present at the next Selectmen's meeting.

Susan Witonis said the Board should not make a decision with Holly and Mike being here.

New Business:

There was no new business to come before the Board.

Public Participation:

Jenn Murray brought an account printout up to the table and asked Town Manager Morton to read the headings on the document. As requested, Town Manager Morton read the headings. Calvin Nutting asked Ms. Murray what her point was and she said that the funds were not in a Casco Helping Casco (CHC) account. Ms. Murray then reiterated that they do not have a CHC account.

Rick Thorpe said that it was his understanding that there was a CHC account. Town Manager Morton said there is an account that CHC funds went into and were paid out of. Thorpe asked if that was not longer in existence. Town Manager Morton said he was sure it was in existence.

Murray stated that the report she had was dated March 15, 2010. Murray said that this has been the reports that they had received. Nutting asked if her point was that the name on the account is different. Murray responded that was correct. She said that Town Manager Morton had said it is in CHC special fund. Nutting said, as he recalled, we read off the account number and asked Murray if that was not the CHC account. Murray said it is that account. Nutting asked what the problem was and Murray said that Town Manager Morton said CHC has their own account. Murray continued that Rick Thorpe asked him (D. Morton) that on the audio tape and he stated that it is in a CHC account. Nutting responded that someone gave the CHC account number and it was generally discussed. Nutting again asked what the problem was. Murray again said that it is not in a CHC account. Nutting asked if the problem was that Casco Helping Casco was not on that specific page and Murray said that CHC does not have their own account.

Ted Ropple asked Nutting if it was true that Casco Helping Casco is not a legal organization. Nutting said that is true, CHC is not a legal organization. Ropple commented that might be the reason why there is not a separate account for that organization.

Wayne Ward said that Ropple should get the history. Ward and Ropple exchanged comments. Ward then made further comments and left the meeting.

Jenn Murray said that on the audio tape, Carroll Morton asked Nutting about General Assistance and that Nutting said it was not run through General Assistance. Nutting responded. Murray reiterated that, on the audio tape, Carroll Morton asked if the money was run through General Assistance and that Nutting had said no, not that he was aware of. Nutting asked if Murray was talking about CHC's money and Murray said that she was talking about this account that says General Assistance. Nutting said it was not run through General Assistance that he is aware of. Murray said that she has shown the group the General Assistance payable sheets attached to the warrants. She said they have covered that. Nutting asked Murray if that was the account she had in her hand. Murray said that is correct. Nutting again asked what the problem was. Murray said the problem was that she was trying to address what Susan Witonis covered last week that what was the difference of where the money went if it went to rent or if it went to help people. It was supposed to be outside of General Assistance not within General Assistance. That is the point. Murray said she just wanted to explain to the audience what that means. There is a reimbursement from the state from General Assistance. That would be the issue.

Susan Witonis asked a question to Lucille Griffin. Witonis said it is her understanding that General Assistance and the way that this was set up originally was if she came in and applied for General Assistance but did not quite qualify for General Assistance but the need is still there and she needed some help; that is when the money from the Firemen's Association could be used. Everything was based on the application or the form that you filled out for General Assistance. Griffin responded that was correct. Witonis said that it was her understanding that the town had so much each year that was allocated for General Assistance. Griffin responded that the funds are raised at Town Meeting. Witonis asked if, once that was used, isn't that when the state will reimburse the town but you have to be at a certain level of spending before you are reimbursed. Griffin said that the town would not get reimbursed over 50% unless you are over a certain figure.

Town Manager Morton said if the question is that there is a concern that CHC money was run through welfare and then application was made to the state for reimbursement that is one of the issues that the audit is looking at to be sure that that was not done. They are specifically looking at how those funds were handled and was there state reimbursement for General Assistance requested for any of those funds.

Jeannine Oren said that Susan Witonis' definition of how the funds are supposed to work is important. Oren said it is her understanding that is how the Casco Fire Association funds do work and reference was made to the Fireman's Association, but we are not the Casco Fire Association. Oren said that has just explained and she does understand that is how the Fire Association works. Oren thinks that is at the heart of the problem because we already had somebody doing what we were asked to do also. So, we had two groups doing the same thing and that is part of the problem. Oren said she does agree with Witonis. That is what they all thought the Casco Fire Association did and she, like many people here, donated to the Casco Fire Association. Oren said she also donated to Casco Helping Casco and became a board member of CHC which did have a different purpose. Witonis said that she recalled all that and she follows CHC but, still, somewhere along the line things got changed. Witonis said from what she understood is that sometimes the

money was used for the food pantries; sometimes the money was used to go out and buy toiletries, sometimes the money was used to put on a public supper. How is that different from trying to help somebody? Oren said there was no need for the fuel fund because the Fire Association was doing a good job. Witonis said that she remembers being handed a letter from you in which you said nothing else would be discussed regarding this account until the audit was done. Oren stated that would have been the RKO audit which never happened. Oren said they think the Casco Fire Association is doing and has done a great job but we did not intend to be a branch of that. Witonis said that is where the confusion came in.

Margaret Dilley said when she saw the little things at the Town Hall, down at the Casco AG and around town; she stuck her money in it. She thought she was helping people pay for their oil so they could stay warm for the winter. That means that people like her, that don't have kids, are not AFDC and Food Stamps, work for a living and don't make a lot of money. This is to help people that are falling in the cracks. It is not meant for dinners and suppers because that is not what that little tag said on the CHC donation jars. What you are doing is false promotion of a product. The town produces products; products for fuel assistance, products for all these other things. This is just another product that we are trying to produce to help the people that are falling in the cracks for fuel assistance, not for public suppers, not for the food pantry. Dilley said she is not saying that is not necessary, but then you do food drives like the Post Office is doing this weekend where you ask people to put things aside and have people go around and pick up food and then give it to the food pantries.

Rick Thorpe asked if anybody has any idea when this audit will be over. Calvin Nutting said that it was going to be two weeks. Town Manager Morton said that two weeks ago he had advised that they (auditors) were going on vacation for two weeks and they do not arrive back until the end of this week. Morton said he is not sure if the audit will be available next Tuesday or the Tuesday after that.

Carroll Morton said, about that free supper, that CHC made a small profit on the free supper they put on from donations given at the supper.

Jenn Murray said that Susan Witonis was talking about the \$375.00 for each food pantry and that was voted on at the April 5, 2009 meeting when David Morton asked for the \$2,500 for electricity that didn't get used. There were only two payments were made out of that. That was voted on because the money was sitting in the account. Regarding the toiletries, four of us (CHC) sat in a little corner during voting and raised money and specifically told everybody we were raising money for toiletries. They sent eighty-two bags of toiletries with eight or nine items from the Dollar Tree to the Casco Village Church and sent thirty-five went to the Casco Alliance Church. We specifically spent what that was for. Murray said that they had been specific about that every time. There was no confusion. Murray said they collected toiletries at Public Safety Day and also raised \$50.00 that day and that they can account for all of that.

Calvin Nutting asked if those things were voted as Casco Helping Casco as such. Murray said that was correct and she said that when they did that drive they told people what they were doing. The money for the fuel fund did go into the fuel fund.

Jeannine Oren said that what you need to understand is that at that April 9th meeting they grossed a lot of money for CHC on the pretext of spending it for fuel. In April, they discovered, as a board, that the money had not been spent. There was not a need and that is when they asked David Morton to tell them where there was a need. Oren said that they were sitting on all that money and that was not good. That is when they started having problems because there was no need for a fuel fund. Nutting asked if this change in the game plan was voted by the CHC group. Oren said yes. Oren said they asked David Morton what was going on, they had raised all this money and he told them there was a need.

Jenn Murray said that they did a free dinner to feed people as they had not been able to use the funds in the soup kitchen account to set up their soup kitchen yet. Murray said that, since they did not have the soup kitchen up and running, they thought they would do a free dinner to give back to the public. Murray said she does not know why anyone would have an issue with that and that they had talked about charging but, as a group, we decided to do it for free. Murray said they did raise \$138.07 in funds that night that went back in. If you deduct that from the \$300.00, they did not spend \$300.00. Murray said she wanted to clarify these things.

Rick Thorpe had a two-part comment. First, to follow up on what Jeannine Oren just said, Thorpe said he did not know how many people watched Lake Region TV but in the Casco segment of the various things that are put on the LRTV screen, i.e., announcements, it shows that up in the Village that there used to be a thermometer that showed what had been raised. In that still shot that they show on the TV, it shows a thermometer that indicates what was posted money wise, and obviously someone kept that up to show what money had been raised. Murray said that she was the one that was doing that. Thorpe said the last thing that showed on there was that the goal was \$25,000 and that on that board it showed a balance there of \$17,000 or \$18,000. Thorpe asked if that was approximately the amount of money that is in that account and is this account active. Calvin Nutting responded that the account has been frozen since this whole issue was brought up. Thorpe asked how good the money thing is just from watching what is on TV. Nutting said that the audit will tell us how good that was. Thorpe then asked if the results of this audit were going to be presented to the Town of Casco in some sort of public forum. Calvin Nutting and Town Manager David Morton said it would be presented at a Board of Selectmen's meeting.

Thorpe commented that nobody really knows the amount of money that is in this account until the auditor tells you. Town Manager Morton said that he believes we know the amount that is there. Thorpe asked if it was anywhere near what showed on that board. Town Manager Morton said the board reflected what was collected but did not reflect the balance. The board (thermometer) reflected their fundraising efforts but did not reflect

expenditures. Thorpe asked what had happened to the thermometer. Town Manager Morton said he does not know who had them now.

Jeannine Oren asked Town Manager Morton if he said the audit was done or not done. Nutting responded that it was not done. Oren asked Town Manager if he just said he knew the amount that is in the account but the audit is not done. Town Manager Morton responded that he knows the amount that we say is in the account and our books reflect this. Oren stated, for the record, that is not what Town Manager Morton said a moment ago; that he said we know the amount that is there. Town Manager Morton responded that we know the amount that our books show is there. Oren asked if he could tell her what that amount is. Town Manager Morton said he could not as he does not have the report in front of him.

Thorpe then said that he just needed a plus or minus. Thorpe asked Town Manager Morton if he is saying just disregard what is up there because that goes with how much money they have raised not how much money was spent. Thorpe noted that they (CHC) haven't been spending too much in the last three or four months have they as the account is frozen.

Oren asked Town Manager Morton if she came to the Town Office tomorrow morning could he tell her how much was there so they could have the report in front of him. Town Manager Morton said that he would give Oren a copy of the report tomorrow, at no charge that will show you the balances. It will be three different reports that will show you what is in the fuel fund, what is in the electrical fund and what is in the soup kitchen fund. Oren asked Morton if there were at least three funds, which are three separate account numbers, that you (D. Morton) consider Casco Helping Casco funds. Town Manager Morton responded yes. Oren asked if there were more than three accounts and Town Manager Morton said he would have to look.

Calvin Nutting said those were the three accounts she just read off. Jenn Murray said she could give a total off the March 15, 2010 report. Nutting said that would not do much good unless that was the day the account was frozen. Murray said that the account was frozen on February 9, 2010. Murray said, just to give a ballpark right now, it is \$11,522.47.

Calvin Nutting asked if there were any other issues for public participation.

Becky Behlen asked when someone comes to the Town Office and they are in need, be it for electricity, oil, rent, how that is taken care of. Is the decision made unilaterally by someone or is it brought to a Board or is it put to a different group? Nutting said that Town Manager Morton could explain the process but it is a very private issue. It is not discussed with a board. Town Manager Morton stated that nothing comes to the Board. Everything is decided in the office. It is usually a one on one interview but sometimes people bring folks with them. We go through an application process and we look at the General Assistance Ordinance to determine whether they are eligible, what they might be eligible for and then proceed from there. Behlen said that there is a criterion then. Town

Manager Morton said that there absolutely is a criterion. We have a copy of that available at the front desk and anyone is welcome to stop and just take a look at that.

Rick Thorpe asked if Town Manager Morton if he was the person that administered General Assistance. Town Manager Morton said that there are actually three people in the office that could approve General Assistance, Lucille Griffin does most of the review work, Morton said he does some of it and does the difficult people and we have another person that fills in if neither of us are available. Thorpe asked if these three people individually or collectively approve this. Town Manager Morton said that they individually process the applications. Lucille Griffin is able to make decisions and approve applications if all the criteria are within the General Assistance (GA) parameters. If they are outside that or there is something unusual or just something that she thinks I should be aware of, she and I will sit down and discuss those together. The only time the third person that does GA actually issues something is if folks come in and say *I'm hungry, I have no food in the house and my kids are going hungry*. She will issue a purchase order immediately for groceries. Beyond that, she follows up with Lucille or me. Thorpe asked if that was a smart way to handle this. Town Manager Morton said that this is the way it is done in most municipalities across the state. Thorpe said that was not the question. Town Manager Morton said that the smartest way to handle it would be to regionalize the welfare and have the county handle it and not even have the town involved, but that is not the way the state law works. The state requires municipalities to be the place of last resort for people who are in need. We follow an ordinance that is approved by the state as how we administer it and that provides for one person, basically, being the administrator. It is not that you can't have assistants but it provides for one person to administer, not a board to review. To go on though, if everybody that comes in receives assistance we explain to them that if they are not happy, if they feel that any of their rights have been abridged, if they feel we haven't been fair, then they have the ability to go to a board.

Jenn Murray asked who the third person was that was allowed to do GA. Town Manager Morton said that Wendy Longley was the third person. Wendy used to work for the Department of Human Services before she came to work for us. She is part time and works in the Assessor's office. She would fill in if Town Manager Morton or Lucille Griffin were not available.

Murray noted that Gray, Maine has all that information on their website that applies to General Assistance. Calvin Nutting asked Murray if they had their General Assistance online. Murray said that they have their whole program of how it works on their website.

Carroll Morton clarified information on the Casco Helping Casco thermometers. He took down the one up in the Village because the one that was out here got hauled to the dump and the one at South Casco was face down in a mud puddle towards Route 302. Rick Thorpe commented on the thermometers being taken to the dump. C. Morton said that one of them got taken to the dump and the other two were rescued before they got kidnapped. Thorpe said that he assumed that no one has any idea how this one got to the

dump. C. Morton said that it was a mistake that it got taken to the dump. C. Morton stated that the one that was taken to the dump was **not intentionally** taken to the dump.

Other Business:

- Barbara York advised the Board that the Casco library is putting on a candidates' night and will be calling the candidates to get a night that is convenient for most of them.

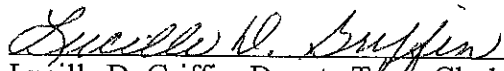
- Town Manager David Morton advised the Board that Nikki South has tendered her resignation from the SAD #61 School Board. She has been accepted to law school in Vermont and will be moving there in late June or early July to begin classes. Ms. South said she would like to continue through the elections to be held on June 8, 2010. Town Manager Morton said, at this juncture, there is not time to accept a resignation either now or as of June 8, 2010 and give people who want to run for the office an opportunity to circulate petitions and get on the ballot. We will not be able to place a name on the June ballot. Town Manager Morton said that, with school board officials, the Board of Selectmen can appoint somebody to fill that position until the next election which would be in the fall. Town Manager Morton suggested that the Board consider Ms. South's offer to continue through June 9, 2010 and at that point in time consider appointing someone to the school board who would serve her unexpired term until the November elections. Calvin Nutting asked how she could not be on the school board yet be on the negotiating team if she has resigned. Town Manager Morton said she would like to have the Board accept her resignation effective June 8, 2010. Morton said that would give the Board an opportunity to advertise and seek people who might be interested in that appointment through November and then we would advertise to see if people were interested in circulating nomination papers and being placed on the ballot in November. Even if they are not interested we would want to run a ballot and look for write-in candidates.

Rick Thorpe asked if it would be too much to ask the candidates to have a brief resume prepared for candidates' night and would the town be willing to help them out with photocopies of the resumes. Town Manager Morton said that Thorpe's comments would probably be welcomed by Carolyn at the library and she possibly could help with the photocopying.

Mike London said the resume sounds good but he would not require any candidates for the June election to be required do any more than what the Selectpeople here had to do to run. London said that the same requirement should be for the nine candidates as there is for the one candidate. If the Board did not have to put up some kind of resume for the people then the other group should not have to either. Calvin Nutting urged Thorpe and London to talk to the library tomorrow.

There being no further business to come before this meeting, the Board of Selectmen moved (Witonis), seconded (Edes) and unanimously voted to adjourn at 8:05 p.m.

ATTEST:



Lucille D. Griffin, Deputy Town Clerk