



Town of Casco
Selectboard Minutes

April 4, 2023

Selectboard Members Present: Robert MacDonald (Chair), Scott Avery (Vice-Chair), Mary Fernandes, Eugene Connolly & Grant Plummer.

Selectboard Members Absent:

Staff Present: Town Manager Tony Ward, Chief Brian Cole

Public: See attached # 1

Chair MacDonald asked for motion to approve the agenda.

1. Review and Approval of the Meeting Agenda.

The Selectboard moved (Avery), seconded (Fernandes) to approve the agenda as amended: 5 in favor .

2. Approval of Bills and Signing and Approval of All Open Warrants.

The Selectboard moved (Plummer), seconded (Fernandes) to approve bills and sign and approve all open warrants: 5 in favor.

3. Approval of Minutes: March 7, 2023 minutes

The Selectboard moved (Avery), seconded (Fernandes) to approve bills and sign and approve all open warrants: 5-0 in favor.

4. Public Participation:

Rae-Ann Nguyen read a letter to the Town Manager and Selectboard. The letter is attachment # 2 to the minutes.

Tom Mulkern wanted to voice his opinion that the wood blockings behind the weight restriction signs be removed after the weight restrictions are removed. He believed that it does not present the image of Casco everyone wants.

Margaret Dilley spoke about the necessity for hard copies of the draft Comprehensive Plan be

Approved on 04-18-2023 by Casco Selectboard

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available for residents which would help with the discussion. She also spoke against placing the delineators on Meadow Road again this year, because it creates an hazard.

Kristin Chute spoke about the necessity to increase the review process for the draft comprehensive plan for 30 days as required by Maine law (see attachment # 3), increasing the dialogue on the draft comprehensive plan and holding more public hearings.

Sue Witonis wanted to thank everyone that participated in the development of the FY 24 budget. She recognized the hard work of the Selectboard and the finance committee members (Tom Mulkern, Maureen McAllister, Barbara Durr) but failed did not acknowledge her own involvement in the finance committee.

After Public Participation

The Selectboard moved (Avery), seconded (Plummer) to accept the Comprehensive Steering Committee's recommendation to postpone the upcoming public hearing allow for additional hearings occur regarding the plan. 5-0 In Favor.

The Selectboard moved (MacDonald), seconded (Avery) authorize the removal of wooden backs for the weight restriction signs after the signs are removed. 5-0 In Favor.

5. Managers' Report

- The Fire Department recently received a draft copy of the feasibility study from Port City Architecture. This report will be presented to the Board at their April 18th meeting, and we are coordinating with this company to be present at the May 2nd Selectboard meeting to answer any questions from the Selectboard or public.
- Watkins Excavating was contracted to demolish the foreclosed property that burned on Varney Road. The company completed the demolition on March 21st and the initial cost of the demolition was \$2,750.
- April 3rd was the closing date for public comment on the draft comprehensive plan. It would be an understatement to state degree of apprehension by some resident's is significant. I have forwarded to you and the Steering Committee all comments that I received. This should make for a engaging dialogue about the draft plan at the joint public hearing be conducted by the Planning Board and Selectboard on April 11th.
- The Casco Naples Bulky Waste Council is still missing one representative for Casco. Appointing a member until the next regular election would be beneficial. To date, no one has taken out nomination papers for this position.
- Next meeting will include an agenda item for the Town's representatives at the GPCOG Annual Meeting being held on May 25th at Jt. Joseph's College.
- As the weather continues to warm and the roadway lose the frost barriers, we anticipate remove the load limits on Wednesday April 5th. We have discussed this timing with our neighboring towns and we are all on the similar timeline.

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Old Business

6. The Selectboard will consider Club Sebago Association of using Casco/Naples Bulky Waste.
The Selectboard moved (Fernandes), seconded (Avery) to authorize property owners from Club Sebago Association be allowed to use Casco Naples Bulky Waste facility. 2-2-1 In Favor. Yeas-Fernandes, Avery, Nays-Plummer, Connolly; Abstained-MacDonald Motion Failed

New Business

7. The Selectboard will discuss the final budget recommendation for June 7th Town Meeting.
No Action. Discussion Only.
8. The Selectboard will consider four (4) options for FY road maintenance options.
Agenda item tabled
9. The Selectboard will consider the residents of 98 Overlook Lane (Map 4, Lot 2-2) request a partial refund of taxes.
The Selectboard moved (Plummer), seconded (Fernandes) to grant the partial refund of taxes in the amount of \$23.30 to Barbara and Gaetan Michaud for overpayment on Map 4, lot 2-2. 5-0 In Favor.
10. The Selectboard discuss the Town's contract with Raymond for ACO services..
No Action. Discussion Only
11. The Selectboard will discuss the lease agreement between the Town and Raven Salon
No Action. Discussion Only
12. The Selectboard will consider awarding the Pleasant Lake Beach Project (based on RFP).
Agenda item Tabled for more information
13. Selectboard Comments

Selectboard Member Avery wanted advised the initial school budget is challenging and he has contacted members of their Board of Directors and advised them to sharpen their pencils.

Selectboard Member Plummer wanted to know the state of the winter road materials.

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Selectboard Member Fernandes wanted to remind Board members about review Town policies and the necessity of a workshop. She also confirmed that the Zoning Board of Appeals was conducting a hearing on March 20th.

Selectboard Member Avery wanted to commend CPond Plowing and Mike Genest for their efforts with the recent storms.

Selectboard Member MacDonald wanted to verify the date of the referendum voting for SAD # 61 (was on March 7th). He again spoke about the necessity to keep our communication open and up to date. He cited that the digital sign recently showed the transfer station being closed on the 4th and this message still showed on the sign today.

Public Hearing

14. The Selectboard conduct a public hearing on a liquor license request by Eastern Harvest Cafe

Public Hearing started at 7:07 pm. Lone person that spoke was applicant. Public Hearing closed at 7:09 pm. The Selectboard moved (Avery), seconded Connolly) to approve the liquor license application for Eastern Harvest Café and the application be forward the Maine Bureau of Alcoholic Beverages. 5-0 in favor

15. The Selectboard will conduct a public hearing on a request to remove a portion of Point Sebago Road from Resource Protection Zone

Public Hearing started at 7:11 pm. Attorney Michael Skolnick presented the facts associated with the request. Multiple people spoke in favor of the requested change for removal from resource protection to limited residential recreation and having this item placed on the June 7th Town Meeting Warrant . Public Hearing closed at 7:40 pm.

The Selectboard tabled the request until the April 18th meeting to seek legal guidance.

16. The Selectboard will conduct a public hearing on a request to remove a portion of Watkins Shore Road from Resource Protection Zone

Public Hearing started at 7:41 pm. Representative Mike Morse presented the facts associated with the request. Multiple people spoke against the requested change for removal from resource protection to limited residential recreation and having this item placed on the June 7th Town Meeting Warrant . No in favor testimony was provided. Public Hearing closed at 8:15 pm.

The Selectboard tabled the request until the April 18th meeting to seek legal guidance.

The Selectboard moved (Plummer), seconded (Fernandes) to adjourn at 8:16 PM. 5-0 in favor.

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TOWN OF CASCO
SELECTBOARD BOARD MEETING
APRIL 4, 2023

WELCOME - PLEASE SIGN IN

Sue Wintonis

Phyllis McCall

William Nguyen

Mike Mage / Archdeacon

Bob Barnes

Donald G. Gatto

John Dineen

Margaret Dilley

Andy Rice

Jeff Raymond

Alice Harbottle

Sam Brown

Amy Brown

Tom Mulken

Brian Cole

Ray Grant

Scott Mulhern

Jennifer Keough

Kristin Carr

Brandon Dagher



TOWN OF CASCO
SELECTBOARD BOARD MEETING
APRIL 4, 2023

WELCOME - PLEASE SIGN IN

Roger Young

Lisa Wesson

Debra Masselli

Scott Kelley

Barbara Dyer

Mike Cronin

April 3, 2023

Attention: Tony Ward, Town Manager + Select Board
From: Comprehensive Plan Steering Committee

Re: Comprehensive Plan Update

Dear Select Board,

We are pleased to provide this written update to the Select Board regarding the draft Comprehensive Plan, comments received to date, and recommendations as to how the Comprehensive Plan Steering Committee wishes to proceed. Your continued support for robust public engagement is appreciated.

As you know, the Select Board committed to an open and inclusive engagement process to create this new plan for Casco. The proposal provided by GPCOG and agreed upon by the Board was to use an intensive public design charrette - a five day series of workshops, presentations, and special topic focus groups to develop the vision, big ideas and framework for future land use (a map, and accompanying narrative describing what lands should be protected and what areas of town could accept growth (and how that growth should be/not be).

The communication included;

- 30 lawn signs went up all around town
- 15 posters were handed out
- Over 500 postcards were placed at post office, town office, community center, library, and went home with Kindergarten - Grade 5 students, at Kindred Farms, Chutes Cafe and other town businesses.
- Event announcements were made on Facebook, reader sign outside the town office, in newsletters.

The Casco Planning Days event in numbers:

- 48+ hours of open studio time. From 9 am - 9 pm Friday - Sunday; Thursday 3 pm - 9 pm; Monday 9 am - closing around 8 pm.
- 3 Workshop Presentations
- 5 Special Topic Focus Groups
- 75+ attendees who signed in (some did not); majority participated in more than one session, often 3.

Since the Planning Day events

- Committee/consultant finalized all State required Data Chapters, and refined all Big Ideas and Land Use recommendations.
- Held a March 18 2023 Plan Open House.
- Public reading and comment period beginning March 18th, with copies for download, hard copy for reading at multiple municipal locations.
- Up to April 3rd, 2023, 16 individuals emailed comments on the draft plan. No comments were submitted at the locations where hard copies were available.
- April 3rd, 2023 Committee meeting was held to process comments. One member of the public attended.

Next Steps

To support the plan's final revisions and adoption, the Committee is proposing the following next steps, and hope the Select Board will continue to support this important work.

Our Committee is prepared to do the following:

- 4/3 - 4/11: Make modifications based on the comments and feedback from the initial public reading period.
- 4/11: Post the Official Public Hearing Draft for review.
- 5/13: Hold a daylong Plan Open house with targeted special topic conversations.
- Week of 5/15: Selectboard and Planning board schedule a joint public hearing
- 5/15 - 6/11: Committee processes and reviews any additional comments, feedback and makes necessary updates to the plan.
- 6/12: Warrant Due
- 7/12: Hold a Special Town meeting on July 12, where the adoption of the Comprehensive Plan is the exclusive warrant article.

To support this effort, the Committee suggests the following:

- The town sends a postcard to all residents describing how they can read a copy of the plan and participate in the review and adoption process.
- The Planning Board and the Select Board **announce at their meetings** how to participate in the process.
- The Committee sets up a **booth at the Annual Town Meeting** to meet neighbors and answer questions they might have. We'll have a large easel where people can post any questions they might have about the plan.
- The Planning Board sponsors a workshop/educational on the **topic of future land use planning and today's current zoning.**

The Committee recognizes that we are nearing the end of an 18 month planning process and the remaining allocation of Consultant time on this project covers the incorporation of 1 set of revisions to the plan, and 1 meeting to co-present the plan to the Planning Board and Select Board. We request the boards support this with additional budget as needed.

§4324. Responsibility for growth management

This section governs a municipality's or multimunicipal region's responsibility for the preparation or amendment of its growth management program. When procedures for the adoption of comprehensive plans and ordinances are governed by other provisions of this Title or municipal charter or ordinance, the municipality or multimunicipal region may modify the procedural requirements of this section as long as a broad range of opportunity for public comment and review is preserved. [PL 2001, c. 578, §13 (AMD).]

1. Growth management program. Each municipality or multimunicipal region may prepare a growth management program in accordance with this section or may amend its existing comprehensive plan and existing land use ordinances to comply with the procedures, goals and guidelines established in this subchapter.
[PL 2003, c. 641, §7 (AMD).]

2. Planning committee. If a municipality or multimunicipal region chooses to prepare a growth management program, the municipal officers of a municipality or combination of municipalities shall designate and establish a planning committee, which may include one or more municipal officials.

A. The municipal officers may designate any existing planning board or district established under subchapter 4, or a former similar provision, as the planning committee. Planning boards established under former Title 30, section 4952, subsection 1 continue to be governed by those provisions until they are superseded by municipal charter or ordinance. [PL 2003, c. 641, §7 (AMD).]

B. The planning committee may develop and maintain a comprehensive plan and may develop any portion of an implementation program to which it is assigned in an adopted comprehensive plan or otherwise directed by the municipal officers or municipal legislative body or bodies. In performing these duties, the planning committee shall:

(1) Hold public hearings and use other methods to solicit and strongly encourage citizen input; and

(2) Prepare the comprehensive plan or any portion of the implementation program to which it is assigned in an adopted comprehensive plan and make recommendations to the municipal legislative body regarding the adoption and implementation of the program or amended program. [PL 2001, c. 578, §13 (AMD).]

[PL 2003, c. 641, §7 (AMD).]

3. Citizen participation. In order to encourage citizen participation in the development of a growth management program, municipalities or multimunicipal regions may adopt growth management programs only after soliciting and considering a broad range of public review and comment. The intent of this subsection is to provide for the broad dissemination of proposals and alternatives, opportunity for written comments, open discussions, information dissemination and consideration of and response to public comments.

[PL 2001, c. 578, §13 (AMD).]

4. Meetings to be public. The planning committee shall conduct all of its meetings in open, public session. Prior public notice must be given for all meetings of the planning committee pursuant to Title 1, section 406.

[PL 2001, c. 578, §13 (AMD).]

5. State review.

[PL 1991, c. 622, Pt. F, §24 (RP).]

6. Comments sent to municipality.

[PL 1991, c. 622, Pt. F, §25 (RP).]

7. Comments and revisions.

[PL 1991, c. 622, Pt. F, §26 (RP).]

8. Public hearing required. The planning committee shall hold at least one public hearing on its proposed comprehensive plan.

A. Notice of a public hearing must be posted in each municipality at least 30 days before the hearing, except that, if a follow-up hearing is held pursuant to comments made at a public hearing, the follow-up hearing may be conducted if public notice is given pursuant to Title 1, section 406. [PL 2003, c. 641, §8 (AMD).]

B. A copy of the proposed comprehensive plan must be made available for public inspection at each municipal office or other convenient location with regular public hours at least 30 days before the hearing. If modification of the plan is proposed pursuant to comments made at a public hearing, and if a follow-up public hearing is to be held, the proposed changes must be made available for public inspection at each municipal office or other convenient location with regular public hours before any follow-up hearing. [PL 2003, c. 641, §8 (AMD).]

[PL 2003, c. 641, §8 (AMD).]

9. Adoption. A comprehensive plan or land use ordinance is considered adopted as part of a growth management program when it has been adopted by the municipality's legislative body. A multimunicipal comprehensive plan or land use ordinance must be adopted by the municipal legislative body of each participating municipality unless another form of legislative authority has been established for this purpose within the municipality or multimunicipal region.

[PL 2001, c. 578, §13 (AMD).]

10. Amendments to an adopted plan. When amending an adopted comprehensive plan, a municipality or multimunicipal region shall follow the same procedures for citizen participation, public notice and public hearing that are required for adoption of a comprehensive plan.

[PL 2001, c. 578, §13 (AMD).]

SECTION HISTORY

PL 1989, c. 104, §§A45,C10 (NEW). PL 1989, c. 562, §§3-5 (AMD). PL 1989, c. 908, §1 (AMD). PL 1991, c. 622, §§F23-27 (AMD). PL 1993, c. 166, §5 (AMD). PL 1993, c. 721, §A2 (AMD). PL 1993, c. 721, §H1 (AFF). PL 2001, c. 578, §13 (AMD). PL 2003, c. 641, §§7,8 (AMD).

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TOWN OF CASCO
SELECTBOARD BOARD MEETING
APRIL 4, 2023

WELCOME - PLEASE SIGN IN

Sue Winton

Ryan McCall

Michelle Noyes

Mike Wase / Archibald

Bob Barnes

Donald Grotto

John Dineen

Margaret Dilley

Andy Rice

Jeff Raymond

Alice Harbottle

Sam Brown

Amy Brown

Tom Mulhern

Brian Cole

RAY GRANT

Scott Mulhern

Jennifer Keough

Kristin Carr

Brandon Daghe