



## Town of Casco

### Selectboard Regular Meeting Agenda

April 21, 2026

Executive Session at 5:30 PM

Regular Meeting at 6:00 PM

Casco Community Center

**Amended 04/15/2026**

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#### Executive Session

1. Executive Session pursuant to 1 M.R.S.A.405(6)(E) Consultation with legal counsel.
2. Executive Session to discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for application 03/24/2026A, 03/24/2026B & 03/24/2026C.

#### Regular Meeting

3. Review and approval of the meeting agenda
4. Approval of bills and signing and approval of all open warrants
5. Approval of Minutes: April 7, 2026
6. Public Participation for non-Agenda items
7. Manager's Update

#### Old Business

8. The Selectboard will consider updating the following policies, Abatement Appeal Process, Selectboard Meeting Cancellation, Unassigned Fund Balance and Managing Public Participation in Selectboard Meetings
9. The Selectboard will receive updates on the installation of municipal fiber.
10. The Selectboard will discuss the Water Quality Plan
11. The Selectboard will consider the demolition of foreclosed property located at 21 Graffam Road.
12. The Selectboard will authorize legal counsel to proceed with a consent judgement with Deanna Hutnik-Raihl.

#### New Business

13. The Selectboard will discuss the progress of rebranding with Coco Walsh Creative Studios, LLC
14. The Selectboard will discuss a draft Town Meeting warrant.
15. The Selectboard will discuss the spring and early summer workplan for Public Works.
16. The Selectboard will consider the Town Manager's request to utilize contingency funds for the purchasing of audio/visual equipment.
17. The Selectboard will meet with the Chairperson of the Open Space Commission to discuss ongoing and proposed projects.

18. The Selectboard will consider hosting a candidates night.

19. Selectboard Comments

20. Adjournment

**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.

**Future meeting dates (subject to change)**

April 23, 2026 @ 6:00 PM Comprehensive Plan Implementation Committee

April 27, 2026 @ 6:30 PM Planning Board Regular Meeting

April 30, 2026 @ 6:00 PM Comprehensive Plan Implementation Sub-committee

May 5, 2026 @ 6:00 PM Selectboard Regular Meeting



# Town of Casco

## Selectboard Regular Meeting Minutes

April 07, 2026 at 6:00 PM

Casco Community Center

### Regular Meeting

#### PRESENT

Scott Avery  
 Robert MacDonald  
 Mary Fernandes  
 Grant Plummer

#### ABSENT

Eugene Connolly

1. Review and approval of the meeting agenda

The Selectboard moved and seconded to approve the meeting agenda.

Motion made by Avery, Seconded by Fernandes.

Voting Yea: Avery, MacDonald, Fernandes, Plummer

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.

Motion made by MacDonald, Seconded by Fernandes.

Voting Yea: Avery, MacDonald, Fernandes, Plummer

3. Approval of Minutes: March 24, 2026

The Selectboard moved and seconded to accept the minutes from the March 24, 2026 meeting as presented.

Motion made by Avery, Seconded by MacDonald.

Voting Yea: Avery, MacDonald, Fernandes, Plummer

4. Public Participation for non-Agenda items

No Public Participation.

5. Manager's Update

- A. As previously reported, the new electric vehicle chargers were installed on March 24. Town staff is currently coordinating their activation with the payment company, Red E Charge. The chargers are expected to be fully operational by the date of this meeting.
- B. Resilience Planning has finalized the community outreach meeting previously described, scheduled for May 28 from 5:30 PM to 7:00 PM at the Casco Community Center. The Town, in coordination with Resilience Planning, will publicize the event via the Town's website, social media, newsletter, and direct mailings to residents in the designated Casco Village area. The meeting will engage community members in

discussing current Casco Village zoning and identifying future opportunities while preserving the Village as outlined in the Comprehensive Plan.

- C. Town staff and I are continually monitoring road conditions to determine if any frost remains. Based on current assessments, we anticipate removing the weight restrictions on either April 9th. Public notification will be made through the Town's traditional communication practices, including the website, social media, and other established channels.
- D. Courtney Walsh continues work on the rebranding initiative and will meet with staff this week for additional input. Preliminary discussions with the Select Board are expected in the coming meetings.
- E. As previously noted by the Safe Streets Committee Chair, we will meet with GPCOG and Maine DOT representatives to discuss the Webbs Mills intersection. These meetings, tentatively scheduled for the week of April 20, are supported through grant funding received by GPCOG.
- F. Town staff are continuing to collaborate with Gorrill Palmer to secure state approval for updates to the crosswalk located in front of the Community Center. A conceptual design, included in the supporting documents, illustrates the proposed modifications, which are fully ADA compliant. The Town intends to pursue funding through the Maine Department of Transportation for Rectangular Rapid Flashing Beacons (RRFB) and other non-tax-supported sources.
- G. Unless otherwise advised by the Selectboard, I anticipate applying for two grants in the near future.

The first is a **Community Action Grant, Round 7**, through the Governor's Office of Policy Innovation and the Future. Unless otherwise directed, I plan to apply for funding to assist in the extension of fiber optics within our community. For reference, Naples received funding for their fiber optic project through a previous round. The deadline for this grant is **June 5, 2026**.

The second grant I anticipate applying for is the **Maine Infrastructure Adaption Fund (MIAF) Grant**. This request would seek funding to install a box culvert on Leach Hill Road over Decker Brook. The deadline for this grant is **May 11, 2026**.

## Old Business

- 6. The Selectboard will consider awarding the mowing bid for 2026 thru 2028.  
The Selectboard moved and seconded to award the three year mowing contract to Elevation Premiere.  
Motion made by MacDonald, Seconded by Avery.  
Voting Yea: Avery, MacDonald, Fernandes, Plummer
- 7. The Selectboard will discuss the priority in conducting policy reviews.  
Discussion only. No action was taken.
- 8. The Selectboard will receive updates on the installation of municipal fiber.  
Discussion only. No action was taken.

## New Business

9. The Selectboard will consider a liquor license renewal for the Top of the Hill Grill  
 The Selectboard moved and seconded to approve the liquor license renewal for Top of the Hill Grille and forward it to the State of Maine Bureau of Liquor for final approval.  
 Motion made by Avery, Seconded by Fernandes.  
 Voting Yea: Avery, MacDonald, Fernandes, Plummer
10. The Selectboard will consider upcoming openings on Town Boards and Committees along with methods of supporting these committees.  
 Discussion only. No action was taken.
11. The Selectboard will discuss the final FY27 proposed budget  
 Discussion only. No action was taken.
12. The Selectboard will consider awarding the fiscal year 2027 pavement preservation contract.  
 The Selectboard moved and seconded to award the FY 2027 pavement preservation contract for the roads of Ridge Terrace, Hams Hill, Raymond Cape Road, Ward Circle and Libby Road.  
 Motion made by MacDonald, Seconded by Avery.  
 Voting Yea: Avery, MacDonald, Fernandes, Plummer
13. Selectboard Comments  
 Bob MacDonald wanted to stress to the taxpayers that the Budget Process was intense and a lot of thought was put in to it. Bob wanted to thank all who were involved in the process.  
 Scott Avery would like to remind everyone that everyone on the Selectboard are taxpayers too and the budget is taken very seriously.  
 Grant Plummer suggested scheduling a candidates night for the Municipal Election held on June 9. Grant updated everyone about the status of P&K Sand and Gravel's application with the Planning Board. Grant would like to create a document which provides a timeline of what needs to happen and when if something needs to be voted on at Town Meeting. Grant would like to remind us to figure out a way to monitor the water level on Pleasant Lake. Grant reported the large Committee Group meeting was a success and he would like them to occur more regularly. In closing Grant wanted to extend a thank you to all volunteers for everything they do.

## Executive Session

14. Executive Session to discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for application 03/24/2026A, 03/24/2026B & 03/24/2026C.  
 Tabled until April 21 meeting.
15. Adjournment  
 The Selectboard moved and seconded to adjourn at 7:01pm.  
 Motion made by MacDonald, Seconded by Avery.  
 Voting Yea: Avery, MacDonald, Fernandes, Plummer

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**Future meeting dates (subject to change)**

*Month DD, YYYY at HH:MM PM Meeting Name*

April 13, 2026 @ 6:30 PM Planning Board Workshop

April 13, 2026 @ 6:30 PM Zoning Board of Appeals

April 15, 2026 @ 6:00 PM Safe Streets Committee

April 15, 2026 @ 6:00 PM Water Quality Committee

April 21, 2026 @ 6:00 PM Selectboard Regular Meeting

DRAFT



**Manager's Memorandum  
Selectboard Meeting  
April 21, 2026**

Item 7.#

To: Selectboard  
From: Tony Ward, Town Manager  
Date: 04-03-2026  
Re: Selectboard meeting 04-17-2026

Below are notes for agenda items for April 21, 2026, meeting

## **7. Managers' Update**

- A. The Town recently received communication from the Maine Department of Transportation (MaineDOT) confirming approval of the design for a new crosswalk at 940 Meadow Road. Gorrill Palmer has begun preparation of the construction and bid documents associated with this project.

In addition, Town staff coordinated with MaineDOT and has secured solar-powered Rectangular Rapid Flashing Beacons (RRFBs) for installation at the crosswalk at no cost to the Town. Town staff anticipates receiving the RRFB equipment on April 29th.

At a later date, the Town Manager will be requesting that the Selectboard authorize the use of FY26 road maintenance funds approved at the June 2025 Town Meeting to support this project.

- B. Resilience Planning and the Casco Village Zoning Work Group are requesting that each board, committee, and commission provide a brief outreach announcement at the beginning of their meetings to promote the upcoming community outreach meeting scheduled for May 28, focused on the Casco Village Zoning dialogue.

The outreach materials are included in the Selectboard packet, and paper copies will also be available at this meeting for distribution and use by boards and committees.

- C. Per policy, staff is reaching out to the Chairperson of each board, committee, and commission, as well as individual members with expiring terms, to advise them of terms expiring on June 30, 2026. To date, staff is primarily receiving requests from members seeking reappointment; however, there are a few positions where members have indicated they do not wish to be reappointed. Staff will provide a complete list of anticipated vacancies at a May Selectboard meeting and will begin the posting process for all vacancies beyond those currently open.

- D. Two members of the Finance Committee, Tom McCarthy and Tim Walsh, are assisting Town staff in enhancing facility inspection practices and in developing a reasonable and workable process to better support and maximize the Town's facility review and maintenance efforts.

## **On-Going Business**

### **8. The Selectboard will consider updating the following policies, Abatement Appeal Process, Selectboard Meeting Cancellation, Unassigned Fund Balance, and Managing Public Participation in Selectboard Meetings**

Staff is requesting that the Selectboard undertake a review of several existing policies that are now considered outdated or no longer aligned with current practices. These include the policies governing the Abatement Appeal Process, Selectboard Meeting Cancellation, Unassigned Fund Balance, and Managing Public Participation in Selectboard Meetings. Following internal review, staff recommends that the existing Abatement Appeal Process policy be formally rescinded. The current policy is no longer consistent with established procedures or statutory guidance and may create confusion if retained.

In addition, staff have developed updated policy recommendations for Selectboard Meeting Cancellation, Unassigned Fund Balance, and Managing Public Participation in Selectboard Meetings. These proposed policies are intended to reflect current best practices, improve clarity, and support consistent administration.

Given the extent of the revisions, redline versions have not been provided. The proposed documents represent substantial rewrites rather than incremental edits and are therefore presented in full for the Selectboard's review and consideration.

### **9. The Selectboard will receive updates on the installation of municipal fiber..**

An update on the municipal fiber installation project will be provided by the Town Manager.

### **10. The Selectboard will discuss the Water Quality Plan.**

The Water Quality Committee originally submitted a proposed water quality plan, which was reviewed by Town staff and legal counsel. While the overall concepts of the plan were supported, both staff and counsel identified concerns related to provisions that are more appropriately addressed through ordinance rather than a policy or plan framework. These concerns have previously been shared with the Selectboard.

I met with the Chairperson of the Water Quality Committee and provided the same feedback that had been previously communicated to the Selectboard. The Chairperson advised that the Committee has already begun revising the plan to address and minimize these concerns.

Tom McCarthy will be available to further discuss this matter, if necessary. The Committee anticipates providing an updated version of the plan in the near future.

**11. The Selectboard will consider the demolition of foreclosed property located at 21 Graffam Road.**

Town staff are requesting authorization from the Selectboard to begin the process for the demolition of the Town-foreclosed property located at 21 Graffam Road. A tax information sheet for the property has been included in the Selectboard packet for reference. Due to required legal notification procedures, demolition activities would not commence for at least three weeks following authorization.

Staff have been in contact with the executor of Irene Morton's estate, which owns the land surrounding and underlying the structure. The executor has indicated a willingness to provide the necessary easements to facilitate demolition activities and to assist as needed throughout the process.

**12. The Selectboard will authorize legal counsel to proceed with a consent judgement with Deanna Hutnik-Raihl.**

As previously discussed with legal counsel, a negotiated Consent Judgment has been tentatively agreed to between the Town and Deanna Hutnik-Raihl, owner of 131 Tenney Hill Road.

This Proposed Consent Judgment resolves zoning and code enforcement violations at the property, where the Town identified multiple unpermitted recreational vehicles (RVs) in violation of the Zoning Ordinance, including provisions related to RV use, permitting, and dwelling units. The property owner did not appeal the Notices of Violation and, as such, cannot contest them.

Under the terms of the agreement, the property owner must, by June 1, 2026, remove all unpermitted or non-roadworthy/unregistered RVs, obtain appropriate permits for any remaining RVs or structures, demonstrate to the Code Enforcement Officer that no RVs are being used as permanent residences, and remove junk, debris, and disabled vehicles (with the exception of up to three allowed disabled vehicles). If these conditions are met by the deadline, a \$15,000 civil penalty will be fully waived. Failure to comply will result in the penalty becoming due and payable by September 1, 2026.

In addition, the property owner is required to reimburse the Town \$4,500 in enforcement and legal costs by August 1, 2026, regardless of compliance status.

The agreement also authorizes property inspections and provides the Town with the ability to enter the property to remove prohibited items if compliance is not achieved, apply any resulting proceeds toward outstanding balances, and pursue collection through legal means if necessary. The Consent Judgment will become final and binding upon approval by the court.

## New Business

### **13. The Selectboard will discuss the progress of rebranding with Coco Walsh Creative Studios, LLC.**

Courtney Walsh will provide the Selectboard and the public with an update on the status of the Town's rebranding project, which is being led by Coco Walsh Creative Studios, LLC.

### **14. The Selectboard will discuss a draft Town Meeting warrant.**

Included in the Selectboard's packet is a draft warrant for the June 3, 2026, Town Meeting. This represents the Selectboard's first opportunity to review the document and provide any recommendations or modifications. Staff anticipate requesting that the warrant be finalized at the May 5, 2026, Selectboard meeting. The draft has already been reviewed by legal counsel, and all suggested revisions have been incorporated into the document for your consideration.

### **15. The Selectboard will discuss the spring and early summer workplan for Public Works.**

Road Foreman Mike Genest will be present at the meeting to provide an update on spring and summer road projects, ongoing maintenance efforts, and the operational activities of the Public Works crew.

### **16. The Selectboard will consider the Town Manager's request to utilize contingency funds for the purchasing of audio/visual equipment.**

The Town Manager is requesting authorization to utilize contingency funds to upgrade audio-visual equipment in the two meeting rooms at the Community Center. These improvements are intended to enhance meeting functionality, support hybrid participation, and improve overall audio and visual quality for both in-person and remote attendees. The proposed equipment includes one 75-inch 4K wall-mounted television, a compatible tilting wall mount, two wide-angle (approximately 110°) webcams for conferencing, two HDMI extension cables (approximately 6.5 feet) to support laptop connectivity, and two portable laptop or PC tables/carts.

In addition, several optional components may be included to further improve usability and meeting quality. These include a USB speakerphone or conference audio device, cable management solutions (such as raceways, clips, or in-wall routing), and a surge protector or power strip. Optional enhancements may also include a wireless screen-sharing device to reduce reliance on cables and a small, dedicated room computer to simplify meeting access and setup.

The total anticipated cost associated with this project is estimated to be less than \$2,500. Staff believes this is a cost-effective investment that will significantly improve the functionality and accessibility of the Community Center meeting spaces.

**17. The Selectboard will meet with the Chairperson of the Open Space Commission to discuss ongoing and proposed projects.**

The Chairperson of the Open Space Commission will provide the Selectboard and the public with an update on the Commission's recent activities.

**18. The Selectboard will consider hosting a candidate's night.**

At a previous Selectboard meeting, there was discussion regarding hosting a candidates' night to provide residents with an opportunity to learn about the priorities of individuals running for office. At the time, five residents had taken nomination papers for the two Selectboard seats.

The Town initially scheduled the event for May 26, 2026, at 6:30 p.m. Coordination was completed with GPCOG, and Executive Director Kristina Ega had agreed to moderate the discussion.

However, following the close of the nomination period, there are no contested races for the Selectboard, Open Space Commission, or Casco Naples Transfer Station Council. As a result, the candidates' night event is no longer necessary, unless the Selectboard wishes otherwise.

**Manager's Memorandum Page 5**

# R920-MX

## Connected Crosswalk Beacon or Sign

Boost safety at unsignalized crossings with proven technology, actionable alerts, and street-level data.

- ✓ Every system ships with **3 years of free remote connectivity**
- ✓ Actionable email and text alerts
- ✓ Remote system access via MX Cloud™
- ✓ Quick setup and local access with MX Field App™ (iOS®/Android™)
- ✓ 'Smart module' design for simple installation and richer data
- ✓ Solar Power Report (SPR) available for every location

### Free out-of-the-box connectivity

R920-MX systems have connectivity embedded into their design, making installation easy. From the moment a system receives power, it connects both locally to the MX Field App and remotely to MX Cloud, providing easy remote access to system status, settings and data. RRFB systems come with default settings that meet MUTCD Standards, including wig-wag plus simultaneous (WW+S) flash pattern.

### Timely and actionable alerts

Cities can enable email and text alerts so they can know the minute there's an issue, be it a knockdown, dead battery or something else. Detailed location and module information reduce downtime and boost site visit efficiency while providing optimal citizen safety.

### Comprehensive asset visibility and data collection

All MX systems come with MX Cloud, a web-based application that lets users remotely access system locations, alerts, settings and data like daily activation counts. The GPS map not only gives cities better visibility, but enables streamlined, proactive asset management and future planning.

### Long-lasting, reliable operation

Every MX module is built to last with durable, weatherproof aluminum construction and vandal-resistant wireless antennas. Solar-powered models are solar-sized to project locations, backed by a Solar Power Report (SPR) to prove year-round sustainability.



Meets MUTCD Standards



Buy America/BABA compliant



3-year limited warranty



carmanah  
MX Series

Item 7. #



Cabinet-based solar and AC (100-240 VAC) available

Rectangular rapid flashing beacon (RRFB) shown

## MX Series Connective Capabilities



MX CLOUD  
(REMOTE)



MX FIELD APP  
(LOCAL)

### What's a Solar Power Report™ (SPR)?

No matter where you install your solar-powered system, your product should be carefully sized for its location to ensure it will be operational for the long-term.

Over the last 20+ years, our engineers have developed a field-proven software simulation that helps us replicate the real-life conditions of your project location—and determine the best solar-powered solution for your project.

Learn more about our process at [carmanah.com/spr](http://carmanah.com/spr).

## FIRST 5 MINUTES FOR CASCO VILLAGE'S FUTURE

**Directions:** Please read or share the following information at the beginning of Town and community meetings in April and May to raise awareness and participation in the Casco Village Project.

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The Town of Casco is currently undertaking a new planning effort focused on the future of Casco Village and is inviting residents, property owners, business owners, and community members to participate. Participation is open to all Casco residents and community members—whether or not you live in or near the village.

This project is part of implementing the Town's Comprehensive Plan and will evaluate and update zoning regulations for the Casco Village District. The goal is to strengthen the village as a vibrant, walkable center for community life, local businesses, and housing, while preserving its existing character.

Through this effort, the Town will explore opportunities to support local businesses and services, encourage walkable development patterns, expand housing options near the village center, and improve safety and connections for pedestrians and bicyclists. Community input gathered throughout this process will directly inform future zoning recommendations.

As part of this effort, there are several ways to get involved:

⇒ **Attend the Casco Village Community Workshop**

- Date: Thursday, May 28th
- Time: 5:30 PM
- Location: Casco Community Center

This interactive workshop will include opportunities to:

- Learn about the project and zoning update process
- Share ideas about the future of Casco Village
- Provide input on priorities such as housing, local businesses, walkability, and village character

⇒ **Visit the project webpage** to learn more about the project, stay updated on upcoming meetings, and find ways to participate: <https://tinyurl.com/Casco-Village-Project>

- Use the QR code or project link provided on the flyer to access project information. Please share the project flyer and information with others in the community!



## TOWN OF CASCO Selectboard Meeting Cancellation Policy

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**Section 1. Purpose:** This policy establishes procedures governing the cancellation of Selectboard meetings to ensure consistency, transparency, and compliance with the Maine Freedom of Access Act ("FOAA"). It is intended to provide clear guidance to the Selectboard and municipal officials regarding the cancellation and rescheduling of publicly noticed meetings.

### **Section 2. Authority to Cancel:**

A duly scheduled Selectboard meeting may be canceled by the Chair of the Selectboard or by a majority vote of the Selectboard taken during a public proceeding.

The Town Manager may cancel a meeting in consultation with the Selectboard Chair when immediate action is required due to emergency conditions or unforeseen circumstances affecting the ability to convene the meeting.

### **Section 3. Grounds for Cancellation:**

A Selectboard meeting may be canceled upon a determination of the Selectboard Chair or Town Manager that holding the meeting is impracticable and not in the best interests of the Town. Such determination may be based on circumstances including, but not limited to, anticipated lack of a quorum, inclement weather or hazardous travel conditions, emergencies affecting public safety or municipal operations, insufficient business requiring Board action, or failure of meeting facilities, utilities, or technology.

### **Section 4. Notice of Cancellation:**

- A. In accordance with the Maine Freedom of Access Act, which requires public notice of meetings "whenever practicable," notice of cancellation shall be provided as soon as practicable following the decision to cancel.
- B. Notice of cancellation shall be posted using the same methods and in the same locations as the original meeting notice, including, where applicable, the municipal website and designated public posting locations.
- C. Where the original meeting notice was distributed to media outlets or other interested parties, reasonable efforts shall be made to provide corresponding notice of cancellation to such recipients.

### **Section 5. Content of Notice.**

Notice of cancellation shall identify the date and time of the meeting and clearly state that the meeting has been canceled. A statement of the reason for cancellation may be included when deemed appropriate, but shall not be required. If known at the time of posting, information regarding the rescheduling of the meeting may also be included.

### **Section 6. Public and Stakeholder Communication:**

The Town shall make reasonable efforts to notify individuals scheduled to appear before the Selectboard, including applicants, presenters, or other participants, as well as local media outlets and other stakeholders who regularly follow Selectboard proceedings.

### **Section 7. Rescheduling:**

- A. A canceled meeting may be rescheduled at the discretion of the Selectboard.
- B. Any rescheduled meeting shall be noticed in accordance with FOAA's requirement that public notice be provided "whenever practicable."
- C. Agenda items from a canceled meeting may be carried forward to a subsequent meeting as determined by the Selectboard.
- D. Any public hearings scheduled during the canceled meeting must be re-noticed in the same manner prescribed by ordinance and statute.

### **Section 8. Emergency Cancellations:**

In the event of sudden or unforeseen emergencies, including but not limited to severe weather events, power outages, or public safety incidents, a meeting may be canceled without advance notice. In such circumstances, notice of cancellation shall be posted as soon as practicable, and the basis for the emergency cancellation shall be documented in the municipal record. Notice of the emergency cancellation shall also be distributed to local media outlets as practicable.

### **Section 9. Recordkeeping**

The Town shall maintain records of meeting cancellations as part of its official records. Such records shall include, to the extent applicable, the original meeting notice, the cancellation notice, and documentation of the reason for cancellation, together with any related communications. All such records are public records for purposes of FOAA.

### **Section 10. Compliance**

This policy shall be interpreted and applied in a manner consistent with the Maine Freedom of Access Act and all other applicable provisions of Maine law. In the event of any conflict between this policy and applicable law, the requirements of state law shall control.

Adopted this \_\_\_th day of May 2026.

**Approved by Casco Selectboard:**

\_\_\_\_\_ Grant Plummer, Chair

\_\_\_\_\_ Robert MacDonald, Vice-Chair

\_\_\_\_\_ Mary-Vienessa Fernandes

\_\_\_\_\_ Scott Avery

\_\_\_\_\_ Eugene Connolly



## TOWN OF CASCO PUBLIC MEETING PARTICIPATION POLICY

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Item 8.#

**Section 1. Purpose:** The purpose of this policy is to establish reasonable rules of public participation in Selectboard meetings and to promote the fair, orderly and efficient conduct of the Selectboard's proceedings and affairs. The Selectboard is committed to effective governance. To that end it is our desire that all meetings of the Selectboard operate smoothly, and be conducted in a fashion which promotes order, collegiality, respect, and civility. Therefore, we hereby adopt, and agree to adhere to, the rules and protocols for procedure which follow.

### **Section 2. Selectboard Process:**

All Selectboard meetings are open to the public. The Selectboard as a general rule will allow a high degree of public comment.

Public comment may be offered regarding topics not on the agenda during the general public comment portion of the Selectboard meeting. Public comments regarding items on the agenda must be offered during the portion of the meeting where that agenda item is addressed.

It shall be the responsibility of the Chair to open meetings, lead and direct the proceedings, and ensure that decorum and order is maintained at all times. To ensure and allow sufficient comment, discussion and debate among Selectboard members and others in attendance, the Chair is responsible for recognizing those who wish to speak and those who must wait to be recognized. To avoid repetition of a position already expressed by members of the public, the Chair may choose to move on to another item on the agenda, or call for action if appropriate, once all those wishing to speak have been provided with an opportunity to do so.

Topics raised during the general public comment period will generally not be discussed by the Selectboard at that time. Topics that need Selectboard discussion or action may be placed on a future Selectboard agenda.

As each item on the agenda for any Selectboard meeting is brought to the floor for discussion, the Selectboard sponsor of each item shall first present their initial comments for consideration by the public and other Selectboard members. Following this introduction of the issue, the Chair shall allow other Selectboard members to ask the sponsor questions that may help clarify the issue. No debate or discussion of collateral issues shall be permitted. Once the agenda item has been explained by its sponsor and clarified by questioning as provided above, the Chair shall open public comment.

Any member of the public may address the Selectboard regarding particular agenda items or during other periods provided for public comment, provided that the speaker follows the rules of public comment described in this policy.

After listening to public comments on an agenda item, the Chair will close public comment on that issue. The Selectboard may then discuss and take action on the issue. A vote by a majority of the Selectboard may close public comment at any time, but only after all members of the public have been provided at least one opportunity to provide feedback on the particular agenda item.

### **Section 3. Public Comment:**

- A. Any person wishing to address the Selectboard shall so signify by raising their hand. After being recognized by the Chair and identifying themselves by stating their full name, he or she may share their comments. When, in the opinion of the Chair, their identity has not been adequately stated for those assembled, the Chair may request further information before permitting the person to speak.
- B. Comments shall be limited to two minutes for each speaker during both the general comment period and on each agenda item, unless, in the discretion of the Chair, additional comments would be helpful to the Selectboard. In such a case, all speakers who have previously spoken on the subject must be provided with additional opportunity to speak, so that all speakers are afforded an equal opportunity to voice their opinions.
- C. Comments on agenda items must be relevant to the topic being considered.
- D. The Chair has the authority to limit irrelevant or repetitive comments in the interest of efficient use of time.
- E. All comments shall be directed to the Chair.
- F. All complaints may be referred to the proper authorities for investigation and tabled for further discussion at a future Selectboard meeting.
- G. A Selectboard member shall not be permitted to speak as a member of the public during any public comment period regarding an agenda item, unless the Selectboard member has recused himself or herself.

### **Section 4. Disruptive Behavior:**

Disruptive behavior means conduct that materially interferes with the Selectboard's ability to conduct its business. Examples include but are not limited to: interrupting others; speaking out of turn; shouting; refusing to yield the floor when time has expired; or displaying images, gestures, or content that a reasonable person would view as inherently disruptive to a public meeting. Conduct such as the use of profane or obscene language, personal insults, criticism of public officials, or the making of crude or obscene gestures is not, by itself, considered disruptive unless it actually interferes with the meeting's progress. Removal or other enforcement action may occur only when behavior substantially interrupts or delays the meeting, consistent with judicial standards requiring actual disruption before limiting speech.

### **Section 5. Enforcement.**

The Chair will administer this policy using a progressive approach:

1. **Reminder** – A polite reminder of the applicable rule.

- 2. **Warning** – A clear warning that continued noncompliance will result in removal.
- 3. **Action** – Removal from the meeting room or remote platform if disruptive conduct continues.
- 4. **Escalation** – If necessary, the Chair may call a recess or request law enforcement assistance.

These steps may be accelerated if conduct presents a safety concern or materially disrupts the meeting. Enforcement is based solely on behavior and its effect on the conduction of the meeting, not the viewpoint expressed, and will be applied uniformly in accordance with First Amendment standards requiring viewpoint-neutral regulation of speech in limited public forums.

All enforcement actions will be documented in the meeting minutes.

**Section 6. Separability:**

This policy shall govern the Selectboard’s practices and procedures and is intended to be consistent with town ordinances, town policies and state and federal statutes. Each section of this policy shall be deemed independent of all other sections; if any provision of this policy is determined to be invalid or unenforceable by a court of competent jurisdiction, all other sections shall remain valid and enforceable.

**Section 7. Amendments:**

This policy may be reviewed and amended from time to time as the need arises by a majority vote of the Selectboard. All proposed amendments must be placed on an agenda of a regular Selectboard meeting, with Selectboard discussion and an opportunity for public comment provided before any action is taken.

Adopted this \_\_\_th day of May 2026.

**Approved by Casco Selectboard:**

\_\_\_\_\_ Grant Plummer, Chair

\_\_\_\_\_ Robert MacDonald, Vice-Chair

\_\_\_\_\_ Mary-Vienessa Fernandes

\_\_\_\_\_ Scott Avery

\_\_\_\_\_ Eugene Connolly



# TOWN OF CASCO

## FUND BALANCE POLICY – GENERAL FUND

---

Item 8.#

### 1. PURPOSE

The purpose of this policy is to establish a target level of fund balance for the General Fund and to establish a process and criteria for the continued evaluation of that target level as conditions warrant. This policy shall also establish a process for reaching and maintaining the targeted level of unassigned fund balance, and the priority for the use of amounts in excess of the target. Finally, this policy shall provide a mechanism for monitoring and reporting the Town of Casco's general fund balance. This policy applies only to the General Fund. Other funds shall be fully self-supporting to the extent that the fund balance or retained earnings of each fund shall be zero or greater.

### 2. DEFINITIONS AND CLASSIFICATIONS

*Fund Balance* is a term used to describe the net assets of governmental funds. It is calculated as the difference between the assets and liabilities reported in a governmental fund.

Governmental fund balance is reported in five classifications that comprise a hierarchy based primarily on the extent to which the Town of Casco is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The five classifications of fund balance for the General Fund are defined as follows:

- **Non-spendable** - resources which cannot be spent because they are either a) not in spendable form or; b) legally or contractually required to be maintained intact.
- **Restricted** - resources with constraints placed on the use of resources which are either a) externally imposed by creditors (such as through debt covenants), grantors contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.
- **Committed** - resources that can be used only for specific purposes determined by a formal action of the inhabitants of the Town. The inhabitants of the Town through Town meetings are the highest level of decision-making authority of the Town. Commitments may be established, modified, or rescinded only through a Town meeting vote.
- **Assigned** - resources neither restricted nor committed for which a government has a stated intended use as established by the Town of Casco Selectboard, or a body or official to which the Town of Casco Selectboard has delegated the authority to assign amounts for specific purposes.
- **Unassigned** - resources that include all other spendable amounts. The General Fund is the only fund that reports a positive *unassigned* fund balance amount. Other

governmental funds besides the General Fund can only report a negative *unassigned* fund balance amount.

The committed, assigned, and unassigned classifications are often referred to, in the aggregate, as the unrestricted fund balance.

GAAP means *generally accepted accounting principles* in the United States of America.

### 3. BACKGROUND AND CONSIDERATIONS

Fund balance is intended to serve as a measure of financial resources in a governmental fund. The Town of Casco's management, credit rating services, and others monitor the levels of fund balance in the general fund as an important indicator of the Town's economic condition.

In establishing an appropriate level of fund balance, the has considered the following factors:

- **Property tax base** - Property tax is the largest revenue source of Casco's General Fund. The Town receives payments twice a year. Special consideration will be given to taxpayer(s) whose assessment(s) represent a significant portion of the Casco's tax base.
- **Non-property tax revenues** (examples: excise tax, state revenue sharing, etc.) – consideration must be given to these resources in terms of the percentage each comprises of the total budget, as well as the reliability and stability of their cash flows.
- **Exposure to significant outlays** - The Town shall consider its potential exposure to significant one-time cash outlays, either resulting from a disaster, immediate capital needs, state budget cuts or other events.
- **Debt service** - It is essential that the Town of Casco have sufficient capacity to make its debt service payments. Principal and interest payments along with along with future debt services as developed in the Town's capital improvement program.
- **Liquidity** - An adequate level of fund balance should be maintained to ensure sufficient liquidity to supplant the need for borrowing in anticipation of revenues. The potential drain on the general fund resources from other funds, as well as the availability of resources in other funds, should also be considered.
- **Government Finance Officers Association (GFOA) Best Practice** - The GFOA has established a best practice that recommends,"...at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditure." GFOA's best practice further states,"...governments may deem it appropriate to exclude from consideration resources that have been committed

or assigned to some other purpose and focus on unassigned fund balance rather than unrestricted fund balance."

#### 4. POLICY

It is the intent of the Town of Casco to maintain a minimum balance of two month, 16.66%, of operating expenditures. The targeted balance is 3 months or 25%, and the maximum balance is not to exceed 30.32% of the operating expenditures, so long as cash flow needs are met and lowest point cash flow is not less than one payroll and one warrant, combined. Any amount in excess of 30% is to be appropriated as assigned fund balance or other fund balance categories as outlined below. The Town's Selectboard may recommend transfers to the Town of Casco that would reduce the balance below 30%, but no transfers shall be made that would reduce the balance to less than 16.66%. In the event that the unassigned fund balance drops below the minimum level, the Town of Casco will develop a plan, implemented through the annual budgetary process, to bring the balance to the targeted level over a period of no more than three (3) years.

#### 5. TRANSFERRING OF EXCESS UNASSIGNED FUND BALANCE

The Town of Casco Selectboard may present at an Annual Town Meeting or Special Town Meeting, to the voters a transfer of the excess, above 25%, fund balance to other fund balance categories. Generally, excess unassigned fund balance should not be used to fund general or routine operating expenses of the Town. It should be used to fund foreseeable projects or goals, unforeseen emergencies, and to provide financial stability to the Town. The priority of transfers shall be as follows:

- a. **Encumbrances** - Amounts encumbered at year-end by purchase order or another means shall be classified as **assigned**.
- b. **Budget Appropriations** - Amounts appropriated in the annual budget resolve, or in any supplemental budget resolves, for expenditures in the following fiscal year shall be classified as **committed**.
- c. **Capital Budget** - Amounts designated in the first year of the Town's capital improvement program (CIP) as either appropriations or advances to other funds shall be classified as **assigned**.
- d. **Self-Insurance** - Amounts designated in the Town's self-insurance shall be classified as **assigned**.
- e. **Compensated Absences** - These are not typically recorded as liabilities in the governmental funds, unless they are paid out immediately following the close of the

fiscal year. However, the obligation for compensated absences can be significant. Therefore, the Town of Casco will **assign** the amount equal to the estimated amount required at year end to pay the compensated absence obligation for those who meet the eligibility criteria for payment and can be expected to terminate employment with the Town of Casco in the following fiscal year. This amount shall exclude any amount recorded as a liability.

**6. POLICY ADMINISTRATION**

At the completion of the annual audit, the Treasurer shall submit to the Town's Selectboard a report of the Town's fund balance and the classifications of its various components in accordance with GAAP and this policy. In addition, the Treasurer in accordance with GAAP, shall report fund balance in the appropriate classifications and make the appropriate disclosures in the Town's financial statements. Annually, the Treasurer shall review this policy and the considerations used in establishing the unassigned fund balance target. The Treasurer shall report whether changes in those considerations or additional considerations have been identified

Adopted this \_\_\_th day of May 2026.

**Approved by Casco Selectboard:**

\_\_\_\_\_ Grant Plummer, Chair

\_\_\_\_\_ Robert MacDonald, Vice-Chair

\_\_\_\_\_ Mary-Vienessa Fernandes

\_\_\_\_\_ Scott Avery

\_\_\_\_\_ Eugene Connolly

# 21 GRAFFAM RD

**Location** 21 GRAFFAM RD

**Mblu** 0004/ / 0001/ 2L/

**Acct#** 347

**Owner** TOWN OF CASCO

**Assessment** \$109,500

**PID** 2202

**Building Count** 1

## Current Value

| Assessment     |              |      |           |
|----------------|--------------|------|-----------|
| Valuation Year | Improvements | Land | Total     |
| 2025           | \$109,500    | \$0  | \$109,500 |

## Owner of Record

**Owner** TOWN OF CASCO

**Sale Price** \$0

**Co-Owner**

**Certificate**

**Address** 635 MEADOW RD  
CASCO, ME 04015

**Book & Page** XXX/XXXX

**Sale Date** 04/01/2024

**Instrument** 1L

## Ownership History

Item 11.#

| Ownership History |            |             |             |            |            |
|-------------------|------------|-------------|-------------|------------|------------|
| Owner             | Sale Price | Certificate | Book & Page | Instrument | Sale Date  |
| TOWN OF CASCO     | \$0        |             | XXX/XXXX    | 1L         | 04/01/2024 |
| MORTON, ROBERT    | \$0        |             | 0/0         | 1T         |            |

## Building Information

### Building 1 : Section 1

**Year Built:** 1960  
**Living Area:** 1,639  
**Replacement Cost:** \$182,433  
**Building Percent Good:** 60  
**Replacement Cost Less Depreciation:** \$109,500

| Building Attributes |             |
|---------------------|-------------|
| Field               | Description |
| Style:              | Cape Cod    |
| Model               | Residential |
| Grade:              | Minimum     |
| Stories:            | 1.5         |
| Occupancy           | 1           |
| Exterior Wall 1     | Minimum     |
| Exterior Wall 2     |             |
| Roof Structure:     | Gable/Hip   |

### Building Photo

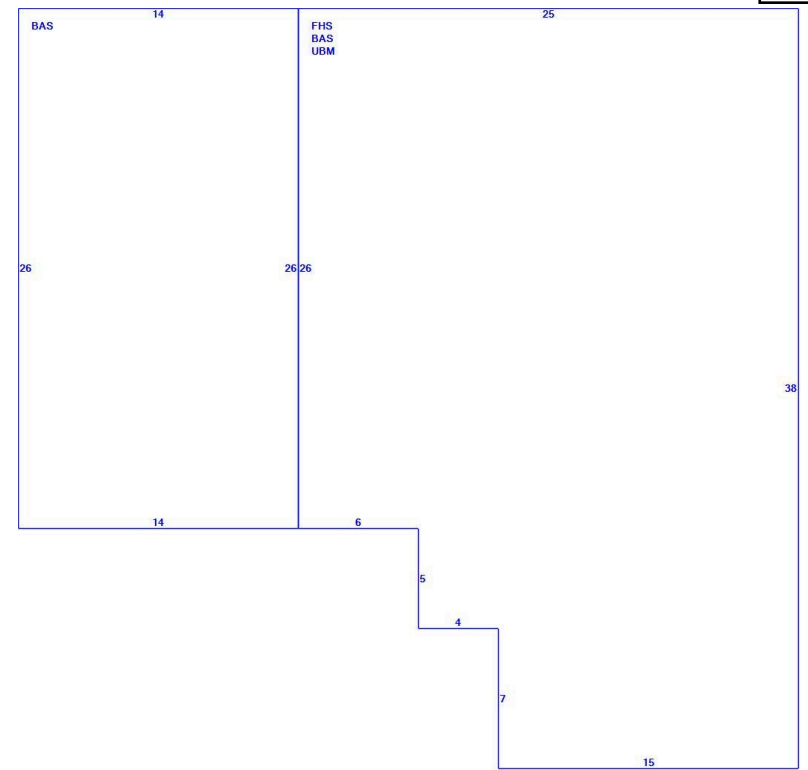


(<https://images.vgsi.com/photos/CascoMEPhotos/\A00\00\22\15.jpg>)

|                    |                |
|--------------------|----------------|
| Roof Cover         | Asph/F Gls/Cmp |
| Interior Wall 1    | Drywall/Sheet  |
| Interior Wall 2    |                |
| Interior Flr 1     | Minimum/Plywd  |
| Interior Flr 2     |                |
| Heat Fuel          | None/Coal/Wood |
| Heat Type:         | None           |
| AC Type:           | None           |
| Total Bedrooms:    | 2 Bedrooms     |
| Total Bthrms:      | 1              |
| Total Half Baths:  | 0              |
| Total Xtra Fixtrs: |                |
| Total Rooms:       | 5              |
| Bath Style:        | Old Style      |
| Kitchen Style:     | Old Style      |
| Num Kitchens       |                |
| Cndtn              |                |
| MHP                |                |
| Fireplaces         |                |
| BSM Gar            |                |
| FBM Area           |                |
| Fndtn Cndtn        |                |
| Basement           |                |

## Building Layout

Item 11.#



(ParcelSketch.ashx?pid=2202&bid=2202)

| Building Sub-Areas (sq ft) |                      |            | Legend      |
|----------------------------|----------------------|------------|-------------|
| Code                       | Description          | Gross Area | Living Area |
| BAS                        | First Floor          | 1,214      | 1,214       |
| FHS                        | Half Story, Finished | 850        | 425         |
| UBM                        | Basement, Unfinished | 850        | 0           |
|                            |                      | 2,914      | 1,639       |

**Extra Features**

Item 11.#

| Extra Features             | <u>Legend</u> |
|----------------------------|---------------|
| No Data for Extra Features |               |

**Land**

| Land Use                      |                  | Land Line Valuation   |     |
|-------------------------------|------------------|-----------------------|-----|
| <b>Use Code</b>               | 903R             | <b>Size (Acres)</b>   | 0   |
| <b>Description</b>            | TOWN-PROP MDL-01 | <b>Frontage</b>       |     |
| <b>Zone</b>                   |                  | <b>Depth</b>          |     |
| <b>Neighborhood</b>           | 50               | <b>Assessed Value</b> | \$0 |
| <b>Alt Land Appr Category</b> | No               |                       |     |

**Outbuildings**

| Outbuildings             | <u>Legend</u> |
|--------------------------|---------------|
| No Data for Outbuildings |               |

**Valuation History**

| Assessment     |              |      |          |
|----------------|--------------|------|----------|
| Valuation Year | Improvements | Land | Total    |
| 2024           | \$88,000     | \$0  | \$88,000 |
| 2023           | \$42,300     | \$0  | \$42,300 |

|      |  |          |     |          |
|------|--|----------|-----|----------|
| 2022 |  | \$42,300 | \$0 | \$48,000 |
|------|--|----------|-----|----------|

Item 11.#

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STATE OF MAINE  
CUMBERLAND, ss.

DISTRICT COURT  
BRIDGTON  
Civil Docket No. BRIDC-CV-25-190

|                            |   |
|----------------------------|---|
| INHABITANTS OF THE TOWN OF | ) |
| CASCO,                     | ) |
|                            | ) |
| <i>Plaintiff,</i>          | ) |
|                            | ) |
| v.                         | ) |
|                            | ) |
| DEANNA HUTNIK-RAIHL,       | ) |
|                            | ) |
| <i>Defendant</i>           | ) |
|                            | ) |

**CONSENT JUDGMENT**

By consent of the parties, the Court hereby enters judgment as follows:

1. Plaintiff the Inhabitants of the Town of Casco (the "Town") is a municipal corporation, organized and existing under the laws of the State of Maine, located in Cumberland County, Maine.
2. Defendant Deanna Hutnik-Raihl is an individual who owns certain real property located at 131 Tenney Hill Road, Casco, Maine, such property being further identified on the Town's Tax Map 5 as Lot 13 and being further described in a deed recorded in the Cumberland County Registry of Deeds in Book 26086 at Page 265 (the "Property").
3. The Property is located in the Town's Residential District ("RD"), as shown on the Town's Zoning Map and as further defined in § 215-4.6 of the Zoning Ordinance of the Town of Casco (the "Ordinance").
4. John Wiesemann is the duly appointed Code Enforcement Officer (the "CEO") for the Town and is authorized to administer and enforce the

provisions of the Ordinance and the provisions of State law applicable to this matter.

5. On or about July 17, 2024, the CEO served Defendant with a notice of violation (the “First NOV”), citing Defendant for using 2-3 recreational vehicles (“RVs”) as permanent residences, and directing Defendant to remove or cease using such RVs as permanent residences.

6. On or about October 21, 2024, the CEO served Defendant with a second notice of violation (the “Second NOV”) detailing the continued presence of the RVs and reiterating that Defendant needed to either remove or cease using the RVs for permanent residential purposes.

7. On or about May 15, 2025, the CEO served Defendant with third notice of violation (the “Third NOV<sup>1</sup>”) citing Defendant for using no fewer than four RVs on the Property as permanent residences and maintaining those RVs without building permits. Accordingly, the CEO determined that the Property was in violation of the Ordinance, which prohibits (a) the use of RVs for residential purposes, (b) the use of a structure without a building permit, and (c) the presence of more than two dwellings on the Property. The Third NOV directed Defendant to remove all RVs from the Property or otherwise ensure that the same are not used for permanent residential purposes, and to secure building permits for any remaining structures on the Property, including such RVs that would be permanently located thereon.

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<sup>1</sup> All three notices of violation are attached to the Town’s Citation and Complaint as **Exhibit A** and are incorporated by reference into this Consent Judgment.

8. Section 215-2.1 of the Ordinance clarifies that an RV is a structure subject to all permitting requirements under the Ordinance if it cannot be transported over public roads, does not remain with its tires on the ground, is not road worthy, or does not possess a current valid registration sticker from any state division of motor vehicles. Section 215-2.1 also prohibits the use of RVs for permanent residential purposes.

9. Section 215-6.1.A.1 of the Ordinance provides that no “structure may be erected, moved, added to, or structurally altered without a permit therefor issued by the Code Enforcement Officer to the owner of record or [her] authorized agent.”

10. Section 215-4.6 of the Ordinance establishes that the minimum land area per dwelling unit within the RD is 60,000 square feet. The Property is approximately 174,240 square feet, so it can legally accommodate no more than two dwelling units. Per § 215-2.1 of the Ordinance, neither such dwelling unit may be an RV.

11. Defendant admits to the presence of several unregistered RVs at the Property, for which she has not received building permits. However, Defendant denies that the RVs have been used for permanent residential purposes.

12. Defendant acknowledged receipt of the Third NOV in an email to the CEO dated June 18, 2025. However, Defendant did not appeal any of the three NOVs to the Casco Appeals Board, which is permitted by § 215-6.3.D.2 of the Ordinance. Defendant has therefore forfeited her right to challenge the merits

of the noticed zoning violations. *City of Lewiston v. Verrinder*, 2022 ME 29, ¶ 14, 275 A.3d 327.

13. Defendant agrees to remedy the violations of the Ordinance outlined in the Third NOV in the following manner:

- a. On or before **June 1, 2026**, Defendant shall (i) remove from the Property any unpermitted RV that cannot be transported over public roads, does not remain with its tires on the ground, is not road worthy, or does not possess a current valid registration sticker from any state division of motor vehicles; (ii) obtain building permits for any remaining RVs or other structures at the Property; and (iii) demonstrate, to the satisfaction of the CEO, that none of the remaining RVs at the Property are being used for permanent residential purposes.
- b. On or before **June 1, 2026**, Defendant shall remove from the Property, to the satisfaction of the CEO, (i) any unregistered, uninspected, or otherwise disabled motor vehicle and any part thereof; (ii) any discarded, worn-out or junked plumbing or heating supplies, electronic or industrial equipment, household appliances or furniture; (iii) any discarded, scrap, or junked lumber; and (iv) any discarded, worn-out, or scrap metal, rope, rags, batteries, paper trash, or rubber debris. Notwithstanding Paragraph 12(b)(i), Defendant may keep no

more than three (3) unregistered, uninspected, or otherwise disabled motor vehicles at the Property.

- c. In accordance with 30-A M.R.S. § 4452(3)(A), Defendant agrees to pay to the Town a civil penalty in the amount of **\$15,000**; provided however, that if Defendant satisfactorily completes the requirements of Paragraphs 12(a)-(b) of this Consent Judgment by the date provided, the Town shall waive its right to collect said civil penalty. Should payment be required by the terms of this Consent Judgment, such payment shall be made by cash or by bank check payable to the Town of Casco on or before .
- d. In accordance with 30-A M.R.S. § 4452(3)(D), Defendant shall reimburse the Town for its costs of bringing this case, which costs include court filing fees, service costs, and attorney fees incurred by the Town to date in the prosecution of this action, for a total of **\$4,500**, by cash or bank check payable to the Town of Casco, on or before **August 1, 2026**.
- e. Defendant shall obtain appropriate approvals and permits from the Town before undertaking new uses of the Property.

14. Defendant agrees to allow the CEO to enter the Property at reasonable hours in order to inspect the same for compliance with the terms of this Consent Judgment.

15. If Defendant fails or refuses to comply with the requirements of paragraph 12(a)-(b) of this Consent Judgment, the Town shall be entitled to enter the Property, take possession of (i) any unpermitted RVs that do not have current valid registration stickers or that otherwise qualify as structures under the Ordinance; (ii) any unregistered, uninspected, or otherwise disabled motor vehicle and any part thereof; (iii) any discarded, worn-out or junked plumbing or heating supplies, electronic or industrial equipment, household appliances or furniture; (iv) any discarded, scrap, or junked lumber; and (v) any discarded, worn-out, or scrap metal, rope, rags, batteries, paper trash, or rubber debris remaining on the Property at the time of the Town's entry, and dispose of the same in a manner determined, at the Town's sole discretion, to be in the best interest of the Town. All proceeds for the sale or scrap of any items removed from the Property shall be credited to the arrearages owed by Defendant to the Town under this Consent Judgment, or in the absence of any arrearages, may be retained by the Town.

16. To the extent that the Town incurs uncompensated expenses in connection with ensuring Defendant's compliance with the requirements of this Consent Judgment or the removal of items from the Property, the Town may obtain a writ of execution for such uncompensated expenses, which the Clerk is hereby authorized and directed to issue upon request.

17. If Defendant fails or refuses to comply with the terms of Paragraphs 12(a)-(b) of this Consent Judgment, the suspended civil penalty of \$15,000 set forth in paragraph 12(c) shall be due and payable to the Town on or before

**September 1, 2026.** Should Defendant fail or refuse to make this payment within said timeframe, the Town may obtain a writ of execution for the remaining outstanding amounts, which the Clerk is hereby authorized and directed to issue upon request.

18. This Consent Judgment may be enforced by either party by filing a Motion to Enforce with the Court, which shall not be considered a Motion for Contempt reviewable under Rule 66 of the Maine Rules of Civil Procedure.

19. Upon approval by the Court, this Consent Judgment shall be entered as the final judgment in this matter and shall be binding upon the parties, their successors, assigns, heirs, and employees.

20. Defendant acknowledges that she has been advised to and has been afforded the opportunity to retain counsel to both review this Consent Judgment and advise Defendant regarding her legal rights and responsibilities hereunder.

21. Should any ambiguity exist within the terms of this Consent Judgment, such ambiguities shall not be interpreted against either party.

22. This Consent Judgment shall be incorporated onto the docket by reference, consistent with M.R. Civ. P. 79(a).

**SEEN AND AGREED:**

\_\_\_\_\_  
Benjamin B. Algeo, Bar No. 10653  
Benjamin T. McCall, Bar No. 5780

**DRUMMOND WOODSUM**  
84 Marginal Way, Suite 600  
Portland, ME 04101  
(207) 772-1941  
balgeo@dwmlaw.com  
bmccall@dwmlaw.com  
*Attorneys for Plaintiff Town of Casco*

\_\_\_\_\_  
Deanna Hutnik-Raihl, *Pro Se*

**APPROVED:**

Dated: \_\_\_\_\_, 2026

\_\_\_\_\_  
Judge, District Court

\_\_\_\_\_  
(printed)

# Brand Positioning & Strategy Report

TOWN OF CASCO, ME

*A synthesis of all discovery insights, including community values, key themes, audience profiles, and a unifying brand narrative to guide the next phase of design.*

*Presented by  
Courtney Walsh  
Artist/designer at  
Coco Walsh  
Creative, LLC*



**COCO WALSH**  
Creative Studio



(401) 932-9227



hello@cocowalshcreative.com

## 1

# CORE INSIGHTS

## + PROJECT PURPOSE

This work is about more than a logo. It is about defining:

- Who we are as a community
- What we value
- How we present ourselves to the world

### CORE INSIGHT

*Casco is not trying to become something new. It's trying to hold onto what matters while making space for what's needed.*

*Residents are deeply aligned around preserving natural beauty, small-town character and community connection.*

At the same time, there is a quiet, consistent desire for:

- more local businesses
- gathering spaces
- a stronger sense of place

### TENSION

*Growth is desired, but only if it feels like Casco.*

## 2

# HOW WE LISTENED + AND WHAT WE HEARD

This strategy is grounded in community input gathered through:

- Two in-person community workshops
- Online community survey (58 responses)
- Conversations and meetings with residents and stakeholders

## AUDIENCE

### Primary:

- Year-round residents
- Deep emotional investment
- Protective of identity
- Value tradition, familiarity, and authenticity

### Secondary:

- Seasonal residents & visitors
- Already connected to place
- Experience Casco through recreation + nostalgia
- Potential advocates and contributors to local economy

Across all inputs, several consistent themes emerged:

- Strong sense of community
- Deep connection to nature and open space
- Pride in small-town identity
- Desire for thoughtful, careful growth

### STRATEGIC TAKEAWAY

**This brand is built from the inside out. If residents believe in it, it will naturally extend outward.**

## 3

# WHAT MAKES CASCO UNIQUE

Workshops and survey results identified what contributes to Casco's uniqueness:

- Abundant lakes, ponds, and open space
- Everyday access to nature
- Strong culture of volunteerism
- A close-knit, year-round community
- A gateway to the Lakes Region

## BRAND POSITIONING

*Casco is a close-knit lake region community where nature, tradition, and neighborly spirit shape everyday life, offering a place to slow down, connect, and belong.*

## EXPANDED POSITIONING

*At the gateway to Maine's Lake Region, Casco is a community rooted in open space, shared traditions, and a deep sense of belonging. Where growth is guided by what matters most.*

## 4

## BRAND PILLARS

*These 5 pillars are our foundation.  
Everything visual and verbal should tie back to these.*

### ROOTED IN NATURE

Casco's identity is inseparable from its lakes, woods, and open spaces.

- Not just scenic, but lived-in and everyday
- Access over spectacle
- Nature as lifestyle

### SMALL TOWN AT HEART

A place where people know each other—and show up for each other.

- Generational ties
- Familiar rhythms
- Strong sense of belonging

### GATEWAY TO THE LAKES REGION

A geographic and emotional entry point.

- Accessible, welcoming
- A starting place for exploration
- Positioned within something bigger—but still distinct

### POWERED BY COMMUNITY

Volunteerism and civic pride are defining traits.

- People step up
- Community doesn't just exist—it's built
- Local involvement is part of identity

### THOUGHTFUL GROWTH

Casco is open to the future, but on its own terms.

- Intentional, not rapid
- Additions should feel like extensions, not disruptions
- Growth that supports, not replaces

## IF CASCO WERE A PERSON

- **Grounded** (not flashy, not trendy)
- **Welcoming** (but not performative)
- **Steady** (trustworthy, consistent)
- **Humble** (quiet confidence)
- **Neighborly** (approachable, real)

### AVOID

- *overly polished / “tourism brochure” tone*
- *trendy or corporate language*
- *anything that feels inauthentic or imposed*



# 6

# BRAND VOICE + TONE

## VOICE

- Plainspoken
- Warm
- Honest
- Unpretentious



## TONE

- Calm and confident
- Proud, but not boastful
- Reflective rather than aspirational

**AVOID** Anything overly polished or generic.

## 7

# STRATEGIC TERRITORY

## + WHERE CASCO STANDS

Casco is not trying to compete with bigger destinations or fast-growing towns.



It occupies a different space, one defined by authenticity, connection, and everyday life.

## WHAT CASCO IS

- A real Maine community, *not a curated destination*
- A place where nature is part of daily life, *not just something to visit*
- A town where people know each other, *and show up for each other*
- A gateway to the Lakes Region *that feels welcoming and accessible*
- A community that values continuity *over constant change*
- A place where growth is thoughtful, *not rushed*

## WHAT CASCO IS NOT

- Not a high-traffic tourist hub
- Not a resort town
- Not overdeveloped or commercialized
- Not trying to be trendy or urban

### TERRITORY STATEMENT

*Casco is where community and nature come first, and everything else follows.*

## 8

# BRAND THEME + TAGLINE EXPLORATION

*A tagline is a short, memorable phrase that captures the essence of a brand, reinforces its identity, and communicates a core promise or feeling to the audience. It's meant to quickly convey what the brand stands for and leave a lasting impression.*

## The theme and tagline must reflect:

- Connection to land and water
- Strength of community
- A commitment to preserving what makes Casco special

**Possible tagline considerations**  
(for use on website, welcome signs, merch)

→ **ROOTED IN WHAT MATTERS** ←

**GATEWAY TO THE LAKES REGION**

**WHERE COMMUNITY COMES FIRST**

**A PLACE TO BELONG**

**LIFE, AT A QUIETER PACE**

**CONNECTED BY LAND, WATER AND PEOPLE**

**SMALL TOWN, STRONG COMMUNITY**

# 9

# EXAMPLES OF COMMUNITIES NEAR CASCO



## TAKEAWAYS

Raymond's identity is really strong and Bridgton's has great storytelling (although there are no alternate versions, icons or lockups that I can find). Everything else reads rather weak, leaving no lasting impression.

# 10

# EXAMPLES OF OTHER MAINE COMMUNITIES



WELCOME TO  
**KENNEBUNKPORT**



## TAKEAWAYS

Other towns tend to just use their seal for their logo, not supplementing with anything else. Even ones that have been updated tend to be image-heavy and too complex for scaling down for alternate use.

# 11

# EXAMPLES

## OF COMMUNITIES DOING IT WELL



CITY OF  
**SOUTH  
PORTLAND**

**LEWISTON**  **ME**

**LEW  
IS  
TON** **Maine**



## TAKEAWAYS

Yarmouth wins the award for best identity system with not only my personal favorite design (strong flag icon, great circle/badge lockup) but their implementation across socials with templates and color palette consistency is unmatched (check out their IG).

## Phase 2: Visual Identity Development

*\*Options/sketches to be presented to Selectboard to help confirm creative direction.*

- Design primary logo and lockups
  - horizontal, vertical, and icon mark
- Provide alternate variations
  - (1-color, reversed, simplified for small scale use)
- Develop typography system
  - Headline and body fonts
- Establish comprehensive color palette with accessible pairings
- Design supporting design elements
  - Patterns, illustrations, textures

**Deliverable: Full logo suite and branding system**

*This brand will reflect who Casco truly is—  
A community rooted in nature, connection,  
and what matters most.*

**TOWN OF CASCO**  
**Annual Town Meeting Warrant**  
**June 3, 2026**  
***Fiscal Year 7/1/2026-6/30/2027***

To: Julie Koceika, Resident of the Town of Casco, in the County of Cumberland and the State of Maine.

**Greetings:** In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Casco in said county and state, qualified by law to vote in town affairs, to meet at the Crooked River Elementary School, 1437 Meadow Road, Casco, on Wednesday, the 3<sup>rd</sup> day of June 2026 at 6:30 p.m., then and there to act upon Article 1 and Articles 3-37 as set out below AND to notify and warn said inhabitants to assemble on Tuesday, the 9th day of June 2026,, then and there to act on Article 2 by secret ballot, with the polls open from 8:00 a.m. until 8:00 p.m.

**Article 1.** To elect a moderator by written ballot to preside at said meeting.

**Article 2.** To elect, by secret ballot, the following municipal officers, officials, and school committee members:

- Two Selectboard members, each for a 3-year term.
- One Open Space Commissioner for a 3-year term
- One Casco Naples Transfer Station Council member for a 3-year term
- One MSAD # 61 Board of Directors member for a 3-year term

**Article 3.** To see if the Town will vote to permit municipal administrators or staff, and elected State officials, who are not registered voters of Casco, to speak as appropriate when recognized by the moderator.

**Proposed FY 2026-2027 Operational Budget**

**Article 4.** To see if the Town will vote to raise and appropriate the sum of **\$966,752** to fund **ADMINISTRATION** for the 2026-2027 fiscal year.

|                     | <b>FY27</b>      | <b>FY26</b>      |
|---------------------|------------------|------------------|
| <b>Account</b>      | <b>Proposed</b>  | <b>Approved</b>  |
|                     | <b>Amount</b>    |                  |
| Payroll             | \$592,486        | \$574,814        |
| Services            | \$169,080        | \$143,250        |
| Supplies/Equipment  | \$ 25,750        | \$ 32,500        |
| Repairs/Maintenance | \$ 13,500        | \$ 10,750        |
| Training/Travel     | \$ 16,400        | \$ 16,400        |
| Assessing           | \$109,536        | \$108,087        |
| Legal Service       | \$ 40,000        | \$ 40,000        |
| Contingency         | \$ 0             | \$ 0             |
| <b>Total</b>        | <b>\$966,752</b> | <b>\$946,764</b> |

*Selectboard and Finance Committee recommend ought to pass at \$966,752*

**Article 5.** To see if the Town will vote to appropriate the sum of **\$30,000** from Unassigned Fund Balance to fund **Contingency** for the 2026-2027 fiscal year.

*Selectboard and Finance Committee recommend ought to pass at \$30,000*

**Article 6.** To see if the Town will vote to raise and appropriate the sum of **\$152,605** to fund **CODE ENFORCEMENT** for the 2026-2027 fiscal year.

| <b>Account</b>   | <b>FY27<br/>Proposed<br/>Amount</b> | <b>FY26<br/>Approved</b> |
|------------------|-------------------------------------|--------------------------|
| Code Enforcement | \$152,605                           | \$149,228                |
| <b>Total</b>     | <b>\$152,605</b>                    | <b>\$149,228</b>         |

*Selectboard and Finance Committee recommend ought to pass at \$152,605*

**Article 7.** To see if the Town will vote to raise and appropriate the sum of **\$82,975** to fund **PLANNING BOARD/ZONING BOARD OF APPEALS and PLANNING SERVICES** for the 2026-2027 fiscal year.

| <b>Account</b>     | <b>FY27<br/>Proposed<br/>Amount</b> | <b>FY26<br/>Approved</b> |
|--------------------|-------------------------------------|--------------------------|
| Planning Board/ZBA | \$ 5,475                            | \$ 9,075                 |
| Planning Services  | \$ 77,500                           | \$ 75,000                |
| <b>Total</b>       | <b>\$ 82,975</b>                    | <b>\$ 84,075</b>         |

*Selectboard and Finance Committee recommend ought to pass at \$82,975*

**Article 8.** To see if the Town will vote to raise and appropriate the sum of **\$361,480** to fund **RECREATION, PARKS & BEACHES, FACILITIES, & CEMETERIES** for the 2026-2027 fiscal year.

| <b>Account</b>                  | <b>FY27<br/>Proposed<br/>Amount</b> | <b>FY26<br/>Approved</b> |
|---------------------------------|-------------------------------------|--------------------------|
| Recreation                      | \$217,815                           | \$210,000                |
| Parks & Beaches                 | \$ 29,000                           | \$ 37,500                |
| Facilities-CCC, Access Building | \$109,665                           | \$107,831                |
| Cemeteries                      | \$ 5,000                            | \$ 7,500                 |
| <b>Total</b>                    | <b>\$361,480</b>                    | <b>\$362,831</b>         |

*Selectboard and Finance Committee recommend ought to pass at \$361,480*

**Article 9.** To see if the Town will vote to raise and appropriate the sum of **\$43,000** to fund **OPEN SPACE COMMISSION, VETERANS COMMITTEE, SAFE STREETS COMMITTEE & WATER QUALITY COMMITTEE** for the 2026-2027 fiscal year.

| <b>Account</b>          | <b>FY27</b>            | <b>FY26</b>     |
|-------------------------|------------------------|-----------------|
|                         | <b>Proposed Amount</b> | <b>Approved</b> |
| Open Space Commission   | \$ 15,500              | \$ 4,000        |
| Veterans Committee      | \$ 1,000               | \$ 1,000        |
| Safe Streets Committee  | \$ 12,000              | \$ 0            |
| Water Quality Committee | \$ 15,000              | \$ 0            |
| <b>Total</b>            | <b>\$ 43,000</b>       | <b>\$ 5,000</b> |

*Selectboard and Finance Committee recommend ought to pass at \$43,000*

**Article 10.** To see if the Town will vote to raise and appropriate the sum of **\$45,600** to fund **GENERAL ASSISTANCE and DONATIONS** for the 2026-2027 fiscal year.

| <b>Account</b>                       | <b>FY26</b>            | <b>FY25</b>      |
|--------------------------------------|------------------------|------------------|
|                                      | <b>Proposed Amount</b> | <b>Approved</b>  |
| General Assistance                   | \$ 42,350              | \$ 46,270        |
| Northern Light Health                | \$ 0                   | \$ 1,000         |
| Through These Doors (Family Crisis)  | \$ 0                   | \$ 1,100         |
| Opportunity Alliance                 | \$ 0                   | \$ 5,000         |
| Casco Naples Meal Site               | \$ 3,500               | \$ 3,394         |
| Bridgton Chamber of Commerce         | \$ 0                   | \$ 500           |
| Sebago Lakes Region Chamber          | \$ 0                   | \$ 1,500         |
| Lake Region Bus Service              | \$ 13,000              | \$ 12,000        |
| Casco Raymond Historical Society     | \$ 2,000               | \$ 1,800         |
| Life Flight                          | \$ 0                   | \$ 911           |
| Crescent Lake Watershed              | \$ 1,500               | \$ 2,000         |
| Lake Monitoring Program              | \$ 3,000               | \$ 3,000         |
| Thompson Lake Environ. Assoc.        | \$ 2,500               | \$ 2,500         |
| Lake Environ. Assoc. Milfoil Project | \$ 5,000               | \$ 5,000         |
| Pleasant Lake/Parker Pond Assoc.     | \$ 4,000               | \$ 4,000         |
| Maine Public Radio                   | \$ 0                   | \$ 100           |
| Local Food Pantries                  | \$ 3,600               | \$ 3,600         |
| Crooked River Snowmobile Club        | \$ 3,000               | \$ 2,000         |
| Other                                | \$ 0                   | \$ 15,000        |
| Lake Region ATV                      | \$ 2,500               | \$ 0             |
| Social Service Allocation (RTP)      | \$ 2,000               | \$ 0             |
| <b>Total:</b>                        | <b>\$ 45,600</b>       | <b>\$110,175</b> |

*Selectboard and Finance Committee recommend ought to pass at \$ 45,600*

**Article 11.** To see if the Town will vote to raise, appropriate and donate the sum of **\$94,210** to the **Casco Public Library** for the 2026-2027 fiscal year.

| <b>Account</b>       | <b>FY27<br/>Proposed<br/>Amount</b> | <b>FY26<br/>Approved</b> |
|----------------------|-------------------------------------|--------------------------|
| Casco Public Library | \$ 94,210                           | \$ 91,200                |
| <b>Total</b>         | <b>\$ 94,210</b>                    | <b>\$ 91,200</b>         |

*Selectboard and Finance Committee recommend ought to pass at \$ 94,210*

**Article 12.** To see if the Town will vote to raise and appropriate the sum of **\$1,344,575** to fund the **FIRE RESCUE DEPARTMENT** for the 2026-2027 fiscal year.

| <b>Account</b>      | <b>FY27<br/>Proposed<br/>Amount</b> | <b>FY26<br/>Approved</b> |
|---------------------|-------------------------------------|--------------------------|
| Payroll             | \$1,022,550                         | \$971,994                |
| Services            | \$135,9250                          | \$111,070                |
| Supplies/Equipment  | \$ 83,250                           | \$ 88,250                |
| Repairs/Maintenance | \$ 78,250                           | \$ 78,550                |
| Training/Travel     | \$ 21,150                           | \$ 20,150                |
| <b>Total:</b>       | <b>\$1,344,575</b>                  | <b>\$1,270,014</b>       |

*Selectboard and Finance Committee recommend ought to pass at \$1,344,575*

**Article 13.** To see if the Town will vote to raise and appropriate the sum of \$105,705 to fund **ANIMAL CONTROL & EMERGENCY MANAGEMENT** for the 2026-2027 fiscal year.

| <b>Account</b>       | <b>FY27<br/>Proposed<br/>Amount</b> | <b>FY26<br/>Approved</b> |
|----------------------|-------------------------------------|--------------------------|
| Animal Control       | \$104,305                           | \$103,000                |
| Emergency Management | \$ 1,400                            | \$ 2,150                 |
| <b>Total:</b>        | <b>\$105,705</b>                    | <b>\$ 105,150</b>        |

*(Note of Explanation: Animal Control is a shared, regional approach. The account reflects all money spent by the Town with the anticipated revenue based on the regional agreement.)*

*Selectboard and Finance Committee recommend ought to pass at \$105,705*

**Article 14.** To see if the Town will vote to raise and appropriate the sum of **\$1,107,463** to fund **PUBLIC WORKS/ROADS AND DAMS** for the 2026-2027 fiscal year.

| <b>Account</b> | <b>FY27<br/>Proposed<br/>Amount</b> | <b>FY26<br/>Approved</b> |
|----------------|-------------------------------------|--------------------------|
| Payroll        | \$194,287                           | \$172,245                |

|                               |                    |                    |
|-------------------------------|--------------------|--------------------|
| Services                      | \$668,576          | \$650,700          |
| Supplies/Equipment            | \$209,000          | \$214,000          |
| Repairs/Maintenance           | \$ 28,000          | \$ 20,000          |
| Training/Travel               | \$ 1,100           | \$ 1,100           |
| <b>Subtotal Public Works:</b> | <b>\$1,100,963</b> | <b>\$1,058,045</b> |
| <br>                          |                    |                    |
| Dams                          | \$ 6,500           | \$ 6,500           |
| <b>Total:</b>                 | <b>\$1,107,463</b> | <b>\$1,064,545</b> |

Selectboard and Finance Committee recommend ought to pass at \$1,107,463

**Article 15.** To see if the Town will vote to raise and appropriate the sum of **\$1,404,413** to fund **MUNICIPAL BENEFITS/INSURANCE AND UTILITIES** for the 2026-2027 fiscal year.

|                      | <b>FY27</b>        | <b>FY26</b>      |
|----------------------|--------------------|------------------|
|                      | <b>Proposed</b>    | <b>Approved</b>  |
| <b>Account</b>       | <b>Amount</b>      |                  |
| Benefits & Insurance | \$905,413          | \$830,323        |
| Utilities            | \$138,000          | \$123,500        |
| <b>Total:</b>        | <b>\$1,404,413</b> | <b>\$953,823</b> |

Selectboard and Finance Committee recommend ought to pass at \$1,404,413

**Article 16.** To see if the Town will vote to raise and appropriate the sum of **\$516,314** to fund the **TRANSFER STATION AND BULKY WASTE FACILITY** for the 2026-2027 fiscal year.

|                       | <b>FY27</b>      | <b>FY26</b>      |
|-----------------------|------------------|------------------|
|                       | <b>Proposed</b>  | <b>Approved</b>  |
| <b>Account</b>        | <b>Amount</b>    |                  |
| Interlocal Agreement  | \$393,314        | \$390,658        |
| Professional Services | \$123,000        | \$105,000        |
| <b>Total:</b>         | <b>\$516,314</b> | <b>\$495,658</b> |

Selectboard and Finance Committee recommend ought to pass at \$516,314

**Article 17.** To see if the Town will vote to raise and appropriate the sum of **\$346,776** for **DEBT SERVICE** for the 2026-2027 fiscal year.

|                | <b>FY27</b>      | <b>FY26</b>      |
|----------------|------------------|------------------|
|                | <b>Proposed</b>  | <b>Approved</b>  |
| <b>Account</b> | <b>Amount</b>    |                  |
| Debt Services  | \$346,776        | \$352,963        |
| <b>Total</b>   | <b>\$346,776</b> | <b>\$352,963</b> |

Selectboard and Finance Committee recommend ought to pass at \$346,776

**These funds have already been committed during previous town meetings, and this is the payment amounts**

**Article 18.** To see if the Town will authorize the Selectboard to receive and appropriate non-property tax revenues, not otherwise dedicated for specific purposes, to reduce the property tax commitment for the 2026-2027 fiscal year.

Anticipated non-property tax revenues for fiscal year beginning July 01, 2026, include the following approximation of State and Town Revenues:

|   | <b>FY 27<br/>Proposed<br/>Amount</b> | <b>FY26<br/>Approved</b> |
|---|--------------------------------------|--------------------------|
| I. Excise Tax                                   | \$ 1,000,000                         | \$925,000                |
| II. Municipal Revenue Sharing                   | \$ 475,000                           | \$395,000                |
| III. Homestead Exemption Reimbursement          | \$ 150,000                           | \$170,000                |
| IV. BETE Reimbursement                          | \$ 65,000                            | \$ 65,000                |
| V. Other Non-Property Taxes                     | \$ 677,270                           | \$668,597                |
| <b>Total ESTIMATED Non-Property Tax Revenue</b> | <b>\$ 2,367,270</b>                  | <b>\$2,223,597</b>       |

*Selectboard and Finance Committee recommend ought to pass at \$2,367,270*

**Article 19.** To see if the Town, in accordance with 36 M.R.S. § 505(2), will vote to set the dates that FY 2026-2027 real and personal property taxes are due, as follows: first half shall be due Wednesday October 07, 2026 or 45 days after commitment, whichever date is later, and second half shall be due Wednesday, March 3, 2027, and to charge interest starting seven (7) days after each due date.

**Article 20.** To see if the Town, in accordance with 36 M.R.S. § 505(4), will vote that property taxes shall be delinquent if not paid by the dates established in Article 20 and that interest, at the rate of 4.0% per annum, shall be charged on all delinquent property taxes.

**Article 21.** To see if the Town, in accordance with 36 M.R.S. § 506-A, will vote that a taxpayer who pays an amount in excess of that finally assessed shall be repaid the amount of the overpayment plus interest from the date of the overpayment at the annual rate of 4.0%.

**Article 22.** To see if the Town will vote to authorize the Tax Collector to accept prepayment of taxes not yet committed, the amount collected not to exceed the previous year’s taxes, and to set the interest at 0% APR for overpayments pursuant to 36 M.R.S. § 506.

**Article 23.** To see if the Town will vote to authorize the Selectboard, on behalf of the Town, to accept and expend state and federal grants and grants from non-profit organizations, donations and other revenue on behalf of the town for municipal purposes, including when necessary the

authority to sign grants and contracts documents or other paperwork and accept the conditions that accompany grant funds, so long as those conditions do not require the expenditure of matching funds by the town in excess of approved budgets, and to appropriate grant funds or such other donations and other revenues for authorized purposes, as the Selectboard deems in the best interest of the Town during the 2026-2027 fiscal year.

**Article 24.** To see if the Town will vote to authorize the Selectboard to retain, sell or dispose of, by such means and upon such terms and conditions as the Selectboard deems advisable, any real estate acquired by the Town for non-payment of taxes thereon, and to execute such contracts, deeds and other instruments, and to take such other actions as may in the Selectboard’s judgment be advisable to effect the sale of such property, or, if the property is residential property and is occupied by the immediate former owner(s), the Selectboard may convey the property to the immediate former owner(s) upon payment in full of all taxes, interest and charges incurred by the Town within 90 days of notice to the immediate former owner(s) of the repurchase opportunity; provided, however, that the Selectboard shall comply with the requirements of 36 M.R.S. § 943-C if it chooses to retain the property or sell the property to anyone other than the former owner(s).

**Article 25.** To see if the Town will vote to authorize the Treasurer to waive the foreclosure of a tax lien mortgage by recording a waiver of foreclosure at the Registry of Deeds in which the tax lien certificate is recorded prior to expiration of the right of redemption pursuant to 36 M.R.S. § 944 upon a finding by the Selectboard that ownership of the property that is subject to the tax lien mortgage would be contrary to the Town’s best interests.

**Article 26.** To see if the town will vote to authorize the Selectboard, on behalf of the Town, to accept and expend gifts, donations, or any other funds meant to support the municipal function, operation, or improvement of the Town during the period of July 1, 2026, to June 30, 2027.

**Article 27.** To see if the Town will authorize the Selectboard to sell and/or dispose of town-owned personal property determined to be obsolete or surplus to the Town’s needs, with a value of \$100,000 or less, under such terms and conditions as they deem to be in the best interest of the Town.

**Article 28.** To see if the Town will vote to appropriate monies necessary for the payment of any tax abatements, including interest, approved by the Assessor from the property tax overlay, or if necessary, from the Unassigned Fund Balance.

**Article 29.** To see if the Town will vote to authorize the continued plowing and sanding of certain private roads for which the Town has obtained public easements and which meet the criteria approved in a Regular Town Meeting June 9, 2021, or any subsequent criteria or standards, and authorize the Selectboard to discontinue the plowing of certain private roads that no longer meet criteria approved in a Regular Town Meeting June 9, 2021, or

any subsequent criteria or standards, or where the public easement has been withdrawn or denied.

### **Proposed FY 2026-2027 Capital Improvement/Equipment Budget**

**Article 30.** To see if the Town will vote to raise and appropriate the sum of **\$20,000** for the purpose of purchasing laptops and related equipment for municipal use, including but not limited to computers, necessary software, and accessories.

*Selectboard and Finance Committee recommend ought to pass at \$20,000*

**Article 31.** To see if the Town will vote to raise and appropriate the sum of **\$53,000** (\$53,000) for the purpose of repairs and improvements to the Central Fire Station, including but not limited to the replacement of garage doors and the installation of a new boiler...

*Selectboard and Finance Committee recommend ought to pass at \$53,000*

**Article 32.** To see if the Town will vote to raise and appropriate the sum of **\$100,000** for the purpose of purchasing public safety equipment, including but not limited to a gear dryer, a cardiac monitor, and air tanks.

*Selectboard and Finance Committee recommend ought to pass at \$100,000*

**Article 33.** To see if the Town will vote to appropriate the sum of **\$150,000** from Unassigned Fund Balance for the purpose of repairing the roofs of the Community Center and the Town-owned Post Office building.

*Selectboard and Finance Committee recommend ought to pass at \$150,000*

**Article 34.** To see if the Town will vote to raise and appropriate the sum of **\$24,000** for the purpose of purchasing and installing a replacement generator for the Brown Avenue Public Works and Fire Department building.

*Selectboard and Finance Committee recommend ought to pass at \$24,000*

**Article 35.** To see if the Town will vote to raise and appropriate the sum of **\$39,000** for the purpose of repairing the roof of the Brown Avenue Public Works and Fire Department building.

*Selectboard and Finance Committee recommend ought to pass at \$39,000*

**Article 36.** To see if the Town will vote to raise and appropriate the sum of **\$75,000** for the purpose of repairing the Town sand and salt storage shed.

*Selectboard and Finance Committee recommend ought to pass at \$75,000*

**Article 37.** To see if the Town will vote to raise and appropriate the sum of **\$880,000** and to appropriate the sum of **\$120,000** from Unassigned Fund Balance, for a total appropriation of **\$1,000,000**, for Fiscal Year 2027 pavement preservation and road repair projects.

*Selectboard and Finance Committee recommend ought to pass at \$1,000,000*

**Given under our hands this 5th day of May 2026 at Casco, Maine.**

Grant Plummer, Selectboard Chair: \_\_\_\_\_

Robert MacDonald, Selectboard Vice-Chair: \_\_\_\_\_

Mary-Vienessa Fernandes, Selectboard Member: \_\_\_\_\_

Scott Avery, Selectboard Member: \_\_\_\_\_

Eugene Connolly, Selectboard Member: \_\_\_\_\_

A true copy of the warrant,

Attest: \_\_\_\_\_,

Penny Bean, Town Clerk