

Selectboard Regular Meeting Agenda April 30, 2024 @ 6:00 PM Casco Community Center AMENDED 04-29-2024

Regular Meeting

- 1. Review and approval of the meeting agenda
- 2. Approval of bills and signing and approval of all open warrants
- 3. Approval of Minutes: April 16, 2024
- 4. Public Participation for non-Agenda items
- Manager's Update

Old Business

6. The Selectboard will consider members on the Comprehensive Plan Implementation Committee

New Business

- The Selectboard will discuss Ad Hoc Committee with residents interested in the committee
- **8.** The Selectboard will discuss Veteran's Committee with residents interested in the committee and appoint members to the Veteran's Committee.
- <u>9.</u> The Selectboard will discuss updating the current fee structure for permits, licenses, services and impact fees.
- **10.** The Selectboard will consider holding the Annual Town Meeting on June 5, 2024 at 6:00 pm at Crooked River Elementary School.
- 11. The Selectboard will discuss potential non-routine Town Meeting warrant articles and the design of Town Meeting warrant

Executive Session

- **12.** Executive Session pursuant to 1 M.R.S.A.405(6)(D) discussion of labor contracts and proposals and meeting between a public agency and its negotiators.
- **13.** Executive Session pursuant to 1 M.R.S.A.405(6)© discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosure of the information would prejudice the competitive or bargaining position of the body
- **14.** 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)

May 7, 2024 @ 6:00 PM School Board Budget Vote

May 13, 2024 @ 6:30 PM Planning Board Meeting

May 14, 2024 @ 6:00 PM Selectboard Regular Meeting

May 20, 2024 @ 6:00 PM Open Space Commission Meeting

May 28, 2024 @ 6:00 PM Selectboard Meeting

June 5, 2024 @ 6:00 PM Annual Town Meeting



Town of Casco Selectboard Regular Meeting Minutes

April 16, 2024 at 6:00 PM Casco Community Center

Regular Meeting

1. Review and approval of the meeting agenda

The Selectboard moved and seconded to approve the meeting agenda.

Motion made by Connolly, Seconded by Fernandes. Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

2. Approval of bills and signing and approval of all open warrants

The Selectboard moved and seconded to approve and bills and open warrants.

Motion made by MacDonald, Seconded by Fernandes. Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

3. Approval of Minutes: April 2, 2024

The Selectboard moved and seconded to approve the minutes of the April 2, 2024 meeting.

Motion made by Connolly, Seconded by Plummer. Voting Yea: Avery, Connolly, Fernandes, Plummer Voting Abstaining: MacDonald

4. Public Participation for non-Agenda items

There was no public participation.

5. Manager's Update

A. The installation of LED lights in the Town Office and Community Center was completed. These new lights were paid for with ARPA funding and grant funding. Thus, no property tax dollars were utilized in this upgrade

B. We are in the process of trying to obtain an intern for a road inventory and documentation of all road facts. We are working with the Margeret Chase Smith School of Public Policy in identifying candidates for this project. In addition, the Town received a \$3,500 grant from Maine Municipal Association to assist in

paying for this intern.

C. The Town's Public Works crew and local contracted services are still in the process of removing tree debris from Town easements and properties. The April 4th storm substantially damaged multiple trees throughout our community.

D. The ever-changing weather is causing havoc with local roads. This is a friendly reminder that Town is responsible for only Town owned roads. Maine Department of Transportation is responsible for repairs of road damage or potholes on Meadow Road, Poland Spring Road, Roosevelt Trail, and State Park Road. Road Associations are responsible for the repairs to any private roads E. The Town received several applications for the vacated truck driver/laborer position. I anticipate conducting interviews within the next couple weeks.

Old Business

6. The Selectboard will consider the Fiscal Year 2025 Budget

After some discussion, the Selectboard decided to raise and appropriate on the town warrant for road projects.

New Business

7. The Selectboard will discuss an update on MSAD # 61 Budget Warrant

MSAD # 61 Superintendent Al Smith presented modifications to the School's Budget warrant and the potential effects of the changes to the warrant. The changes are based on

feedback from public hearings about the budget and relate to the School Resource Officer.

Discussion only. No action taken.

8. The Selectboard will consider members on the Comprehensive Plan Implementation Committee

The Selectboard interviewed the following candidates: Robert Williamson, Tiffany Payton, Pam Edwards, Tom McCarthy, Halsey Snow, RaeAnn Nguyen, Deb Fogg and Michele Williams.

Discussion only. No action taken.

9. The Selectboard will consider a lease with the US Postal Service

The Selectboard moved and seconded to authorize the Town Manager to sign a 5-year lease extension with the United States Postal Service through 3/31/2031 under the details presented.

Motion made by MacDonald, Seconded by Fernandes. Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

10. The Selectboard will discuss the necessity for a Request for Proposals (RFP) for FY25 thru FY29 plowing services.

No action. Discussion only.

11. The Selectboard will consider the appointment of 11 election clerks through May 1, 2026, as required by Maine law.

The Selectboard moved and seconded to approve the following Election Clerks through May 1, 2026 as required by Maine Law: Nancy Dunbar, Janet VerPlanck, Julie Kocieka, Sandra Fredricks, Donna Jones, Thomas Jones, Arlene Jacques, Jennifer Morton, Melissa Poree, Devin Langadas, Laurie Kidd.

Motion made by Connolly, Seconded by Plummer. Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

12. Selectboard Comments

Grant inquired if we would be having a Public Hearing on the Budget, if the roads are still posted and pointed out the need to get together with Maine Design Works to begin the implementation of the Comprehensive Plan Committee.

Mary would like Tony to post about the unassigned fund balance.

Gene wanted to thank the staff of the Middle Scholl for putting together the warming center during the latest storm. He also commended the Fire Department and Public Works on a job well done.

Scott announced future meeting dates.

Workshop

13. The Selectboard will conduct a workshop related to a property line dispute.

The Selectboard listened to David Kimball's presentation regarding a long term property dispute. They offered the services of a third party to come in and help resolve these issues, splitting the cost with the town. Mr. Kimball was agreeable to that.

Executive Session

14. Executive Session to discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for applications 04/16/2024A and pursuant to 1 M.R.S.A.405(6)(A) Personnel Discussion. at 8:00p.m.

The Selectboard moved and seconded to enter Executive Session to discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for application 04/16/2024A and pursuant to 1 M.R.S.A.405(6)(A) Personnel Discussion. at 8:00p.m.

Motion made by Connolly, Seconded by Fernandes. Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

The Selectboard moved and seconded to exit Executive Session at 8:11pm

Motion made by MacDonald, Seconded by Connolly.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

15. Adjournment

The Selectboard moved and seconded to adjourn at 8:12 pm

Motion made by Avery, Seconded by Connolly.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

Future meeting dates (subject to change)

Month DD, YYYT at HH:MM PM Meeting Name

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.





Manager Memorandum April 30, 2024, Meeting

To: Selectboard

From: Tony Ward, Town Manager

Date: 04-26-2024,

Re: Selectboard meeting 04-30-2024

Below are notes for agenda items for the April 30th meeting

5. Managers Update

- A. Following up on your last meeting, David Kimball and I communicated about his presentation and his concerns. I will keep the Board abreast of dialogue with Mr. Kimball.
- B. Chief Cole and Mike Genest are providing MEMA with damage reports related to the April snowstorm. MEMA is coordinating the damage totals in attempts to receive federal assistance from FEMA. Under FEMA guidelines, the costs associated with the April 4th storm exceed \$30,000.
- C. Mike Genest and I attended a Maine Local Road training which provided us with valuable information. In the near future, we will be recommending some additions to our ordinances related to traffic signage. The positive aspect of these proposed changes is that under Maine law these types of ordinance changes occur at the Selectboard level and not at the Town Meeting level.
- D. The Budget educational workshop will occur on May 14th. We are coordinating with Cumberland County Sheriff's Office to be represented at this meeting. Does the Board desire any other outside entities be available for this meeting. The Town will post a written synopsis of the budget line changes that could be questioned and provide details relating to the reasons. The posting shall occur before the May 14th meeting.
- E. Several residents assisted in Earth Day festivities by cleaning trash from our roadways. These volunteers cleaned the following roadways; Libby Road, Mayberry Hill Road, Meadow Road, Poland Spring Road, Roosevelt Trail, and Tenny Hill Road. The volunteers collected over 100 bags of trash. I personally want to acknowledge Sue Witonis for her efforts in leading this project and all the volunteers that participated in this cleanup.
- F. Staff is continuing to research the feasibility of a Public Works facility on the Town owned property located adjacent to the sand shed. We recently received a preliminary report relating to the wetlands and vernal pools on the property. The survey did identify a "significant vernal pool" that would require a 250' setback.

- Fortunately, there is sufficient area for future development of a Public Works facility on the property. Copies of these surveys are included in your packet.
- G. I recently received communication from three individuals inquiring about our upkeep of the Thompson Lake boat ramp. Cumberland County Regional Assessing and staff researched this ramp and could not clearly identify who owns this boat ramp. One deed, not associated with the ramp, identified the boat ramp as Town owned, but with no supporting documentation. Our assessor recommends that a formal survey and title search of the property occur if the Town wants to positively identify the owner of the boat ramp. I am seeking guidance from the Selectboard on a direction they prefer staff proceed.
- H. The Request for Proposal (RFP) for a 5-year contract for snow plowing should be released by weeks end. I anticipate having all bids be due by May 23rd at 4:00 pm.

Old Business

6. The Selectboard will consider members on the Comprehensive Plan Implementation Committee.

The Town received 11 applications for participation on the Comprehensive Plan Implementation Committee. Since the initial communication, one of these individuals withdrew their name. At your last meeting you meet with 8 residents interested in this committee and they were Pam Edwards, Deb Fogg, Tom McCarthy, Rae-Anne Nguyen, Tiffany Payton, Halsey Snow, Michelle Williams, and Robert Williamson. The remaining two property owners (Sam Brown and Desmond Pieri) were invited to this meeting to meet with the Selectboard.

New Business

7. The Selectboard will discuss the Ad Hoc Committee with residents interested in the committee.

The Town received 6 applications for participation on the Ad Hoc Committee regarding Vision Zero. The six residents interested are Sam Brown, Eric Dibner, Chris Jordan, Justin Millette, Rae-Anne Nguyen, & Sarah Whitman, each will meet with the Selectboard during the meeting.

8. The Selectboard will discuss Veteran's Committee with residents interested in the committee and appoint members to the Veteran's Committee.

The Town received 3 applications for participation on the Veteran's Committee. The committee currently consists of Selectboard liaison Gene Connolly and staff Brian Cole.

Managers Memorandum Page 2

The interested residents are Tom McCarthy, Jennifer Sindelir and Elinor Withington. Unfortunately, Jennifer Sindelir's availability changed since her initial interest. The other two residents will be available to meet with Selectboard. We recommend appointing

members of the Veteran's Committee at this meeting. The Committee should be working immediately on the Memorial Day Services.

9. The Selectboard will discuss updating the current fee structure for permits, licenses, services, and impact fees.

Include in your packet are the current fee structures for the Town that was approved in May 2020. As part of the budget discussions, the Selectboard and Finance Committee recommend reviewing these fees to determine their consistency with area municipalities. Participants in this discussion also recommended exploring impact fees for new development.

At a minimum, the Town's must update the fee structure that reflects the current Freedom of Access policy and State law mandates.

Also included in your packet are the fee schedules for the Towns of Naples, Poland, and Raymond for comparison purposes.

10. The Selectboard will consider holding the Annual Town Meeting on June 5, 2024, at 6:00 pm at Crooked River Elementary School.

Staff and I are recommending the Town conduct its annual Town Meeting on Wednesday June 5th, 2024, at Crooked River Elementary School. Staff observed that conducting the Town Meeting prior to the June election provided staff with more time dedicated to both portions of the Town Meeting warrant. This also allows for the current Selectboard to answer any budgetary questions.

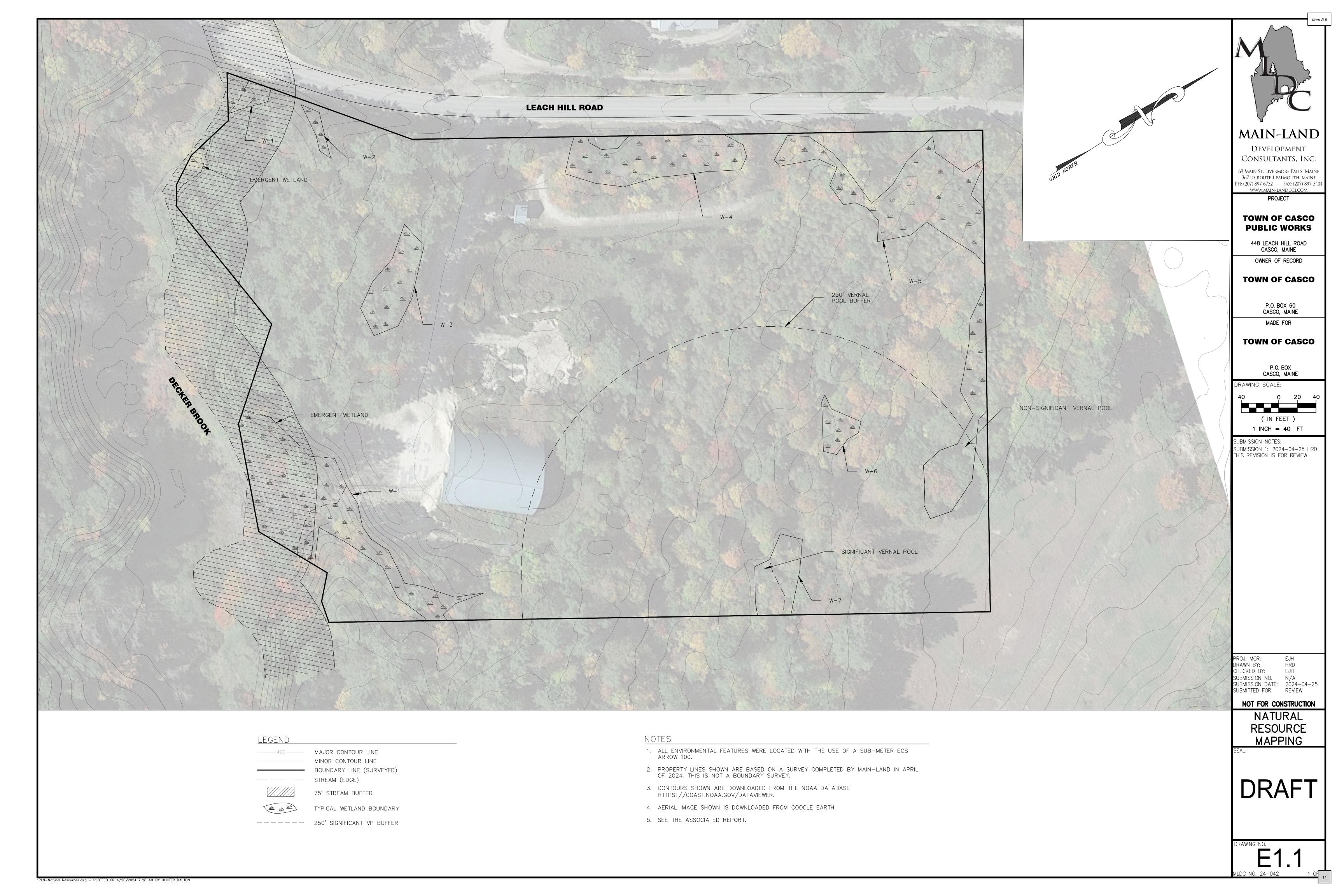
Traditionally, the annual Town Meeting is scheduled to begin at 6:00 pm. The Selectboard chose with the last special Town Meeting to start at 6:30 pm to potentially increase participation. We are seeking guidance on the preferred start time for this meeting.

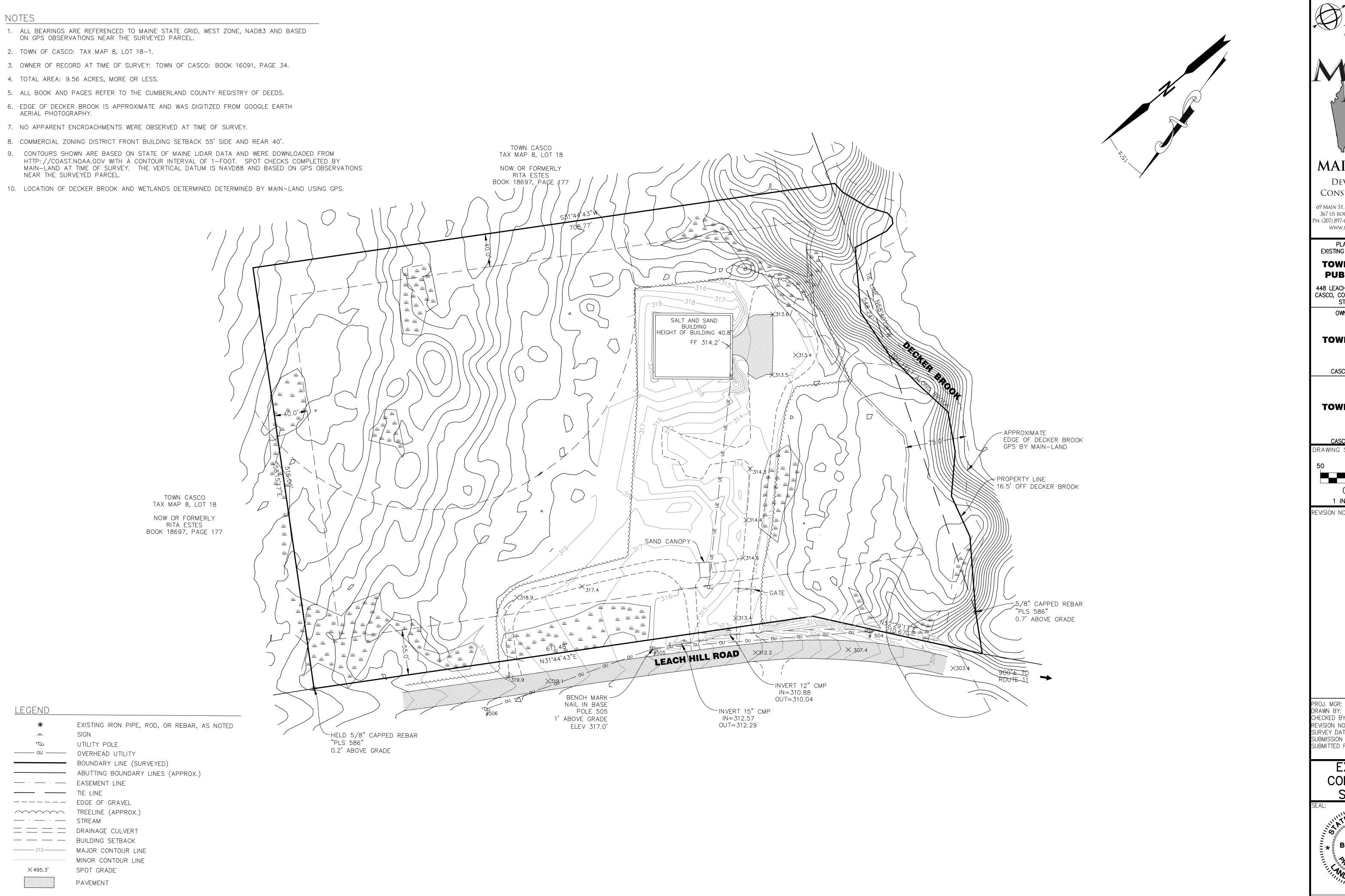
11. The Selectboard will discuss potential non-routine Town Meeting warrant articles and the design of Town Meeting warrant.

The draft warrant currently includes uncommon warrant articles relating to authorizing the Treasurer to waive foreclosures with Selectboard authorization, authorizing the Selectboard to complete any process for ownership of Lakeside Cemetery and an updated Foreclosure article that complies with current Maine law. Other items anticipated to be on the warrant are updating ordinances relating to marijuana facilities, Flood Plains and zoning related LD2003. Prior to finalizing a draft warrant, we are seeking guidance from the Selectboard

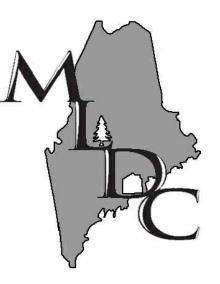
on any other uncommon items that may be placed on the June Town Meeting warrant. I included two distinctive styles of Town Meeting warrants in your packet and our staff inquire about your preferred style. These are not completed warrants but for styling format only.

Managers Memorandum Page 4





Boundary Points A DIVISION OF



MAIN-LAND

DEVELOPMENT Consultants, Inc.

69 Main St. Livermore Falls, Maine 367 us route 1 falmouth, maine PH: (207) 897-6752 FAX: (207) 897-5404 WWW.MAIN-LANDDCI.COM

EXISTING CONDITIONS SURVEY TOWN OF CASCO **PUBLIC WORKS**

PLAN SHOWING AN

448 LEACH HILL ROAD, TOWN OF CASCO, COUNTY OF CUMBERLAND, STATE OF MAINE

OWNER OF RECORD

TOWN OF CASCO

P.O. BOX 60 CASCO MAINE, 04015 MADE FOR

TOWN OF CASCO

P.O. BOX 60 CASCO MAINE, 04015

DRAWING SCALE:

1 INCH = 50 FT

REVISION NOTES:

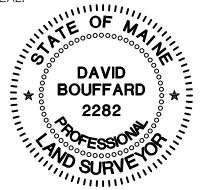
ROJ. MGR:

KCC

CHECKED BY: DB REVISION NO. N/A 2024-04-18 SURVEY DATE: SUBMISSION DATE: 2024—04—26 SUBMITTED FOR: REVIEW

> EXISTING CONDITIONS

SURVEY



DAVID BOUFFARD PLS #2282

C1 ILDC NO. 24-042

FEE SCHEDULE

Approved May 5, 2020

GENERAL GOVERNMENT	
PHOTOCOPIES	
Black & White	\$0.50 per page
Color	\$1.00 per page
PRINTED DOCUMENTS	\$0.25 per page
DEEDS	\$2.00 per page
FAXES	+=100 hot have
Cover Sheets	No Fee
Incoming First Page	\$2.00
Incoming Following Pages	\$1.00 per page
Outgoing First Page	\$3.00
Outgoing Following Pages	\$1.00 per page
MAPS (Many Maps Available On-Line For No Fee)	
Full Set of Large Tax Maps	\$250.00
Full Set of Reduced Tax Maps	\$100.00
Individual Black & White Copies of Reduced Tax Maps	\$2.00 per page
Individual Color Copies of Reduced Tax Maps	\$4.00 per page
Large Zoning Maps (Requires Ordering; wait time)	\$20.00 per page
Large Map of Town 11" x 17" (Black & White)	\$10.00
Large Map of Town 11" x 17" (Color)	\$15.00
Street Map With Index	\$2.00
Street Map With No Index	\$1.00
BOOKS AND LISTS	
Commitment Book (Paper)	\$100.00
Commitment Book (Disk)	\$50.00
Map & Lot List - Names and Addresses by Alpha or Number (Paper)	\$100.00
Map & Lot List - Names and Addresses by Alpha or Number (Disk)	\$50.00
Full Code of the Town of Casco (Available On-Line For No Fee)	\$80.00
Zoning/Land Use Book (Available On-Line For No Fee)	\$20.00
Sub-Division Ordinance (Available On-Line For No Fee)	\$20.00
Comprehensive Plan	\$15.00
GENERAL	
Returned Checks (Per Occurance)	\$35.00
Notary Services - Nonresidents	\$2.00 per page
Victualer's License	\$10.00
DBA Filing	\$10.00
<u>VITAL RECORDS</u>	As Set By State Law
FREEDOM OF ACCESS ACT (Municipal Public Records)	
1st Hour Of Staff Time	No Fee
Additional Staff Time	\$15.00 per hour
Cost of materials is based on fee schedule	
If Cost Estimate More Than \$100.00	50% Due Prior to Commencement
Registered Voters List (Names and Address)	As Set By State Law
Concealed Weapon Permit	As Set By State Law

FEE SCHEDULE

Approved May 5, 2020

COMMUNITY CENTER	
Key Deposit	\$25.00 per occ.
Meeting Rooms/Craft and Game Room (fees are per room)	
Non-profits	\$10.00 per hour
	\$100.00 Maximum
Residents	\$20.00 per hour
	\$100.00 Maximum
Non-residents	\$40.00 per hour
	\$200.00 Maximum
<u>Citchen</u>	
Non-profits	\$10.00 per hour
	\$100.00 Maximum
Residents	\$20.00 per hour
	\$100.00 Maximum
Non-residents	\$40.00 per hour
	\$200.00 Maximum
Gym (athletic events only)	
Non-profits	\$10.00 per hour
	\$100.00 Maximum
Residents	\$200.00 per event/da
Non-residents	\$300.00 per event/da
Custodial Fee (As determined necessary by the Recreation Director or Facility Manager)	\$50.00 per occ.

ANIMAL CONTROL RELATED	
g Licensing Fees	
In Person	
Spayed/Neutered Dogs	\$6.00 per dog/yr
Dog NOT spayed/neutered	\$11.00 per dog/yr
Online	
Spayed/Neutered Dogs	\$7.00 per dog/yr
Dog NOT spayed/neutered	\$12.00 per dog/yr
Late Fee Per State Law for Licenses after January 31st	\$25.00 per dog/yr
pound Fees	
First Offense	\$50.00
Second Offense	\$100.00
Third Offense	\$125.00
Each additional Offense	\$125.00

FEE SCHEDULE

Approved May 5, 2020

CODE ENFORCEMENT	
CODE ENFORCEIVIENT	
BUILDING AND PLUMBING PERMITS	
Commercial Construction	
New Construction - (Per Square Foot)	\$0.35
Abutter Notification	\$0.50 Per Abutter Within 60 Fee
Alterations:	
\$0.00 to \$500.00	\$50.00
\$501.00 o \$1,000.00	\$70.00
\$1,001.00 to \$5,000	\$100.00
\$5,001.00 to \$10,000.00	\$150.00
\$10,001.00 And Over (Plus Additional \$5.00 For Each \$1,000.00 Over	er \$150.00
\$10,000.00)	
Towers:	
First 100 Feet	\$100.00
Next 50 Feet	\$250.00
Last 30 Feet	\$500.00
Residential Construction	
New Construction - Finished (Per Square Foot)	\$0.30
New Constuction - Unfinished (Per Square Foot)	\$0.20
Abutter Notification	\$0.50 Per Abutter Within 60 Fee
Alterations:	
\$0.00 to \$500.00	\$20.00
\$501.00 o \$1,000.00	\$30.00
\$1,001.00 to \$5,000	\$60.00
\$5,001.00 to \$10,000.00	\$100.00
\$10,001.00 And Over (Plus Additional \$4.00 For Each \$1,000.00 Over	er \$100.00
\$10,000.00)	
Chimneys	\$25.00
Demolition	\$25.00
Signs	\$25.00
Swimming Pools	\$25.00
Plumbing	
State of Maine Fees	Amount Determined by State Law
Town Administration Fees	\$20.00
Abutter Notification (Plumbing Permits Only)	\$0.50 Per Abutter Within 60 Feet
HORE LAND ZONE	\$25.00
OME OCCUPATION	\$25.00
IINIMUM PERMIT FEE	\$25.00
100RING FEE	\$10.00 each/yearly
dditional Fees	· ·
Failure To Obtain Permit Prior to Starting Work On Any Construction/After-the	-fact-permit
	Double the Standard Fee

FEE SCHEDULE

Approved May 5, 2020

Approved May 5, PLANNING BOARD AND ZONING			
All Application Fees are Non-Re	fundahle		
PRELIMINARY SUBDIVISION PLAN	<u>juniuuoro</u>		
Pre-Application Fee (MINOR Subdivision - 4 Lots/Units Or Less)		\$250.00	
	Advertising Fee*	At Cost	
	Escrow Desposit**	\$500.00	
Pre-Application Fee (MAJOR Subdivision - 5 Lots/Units Or More)	·	\$400.00	
	Plus \$100.00 for each lo	t/unit over four	
	Advertising Fee*	At Cost	
	Escrow Desposit**	\$200.00	per lot/uni
FINAL SUBDIVISION PLAN			
MINOR Subdivision (4 Lots/Units Or Less)		\$250.00	
	Advertising Fee*	At Cost	
	Escrow Desposit**	\$500.00	
MAJOR Subdivision (5 Lots/Units Or More)	·	\$250.00	
	Plus \$50.00 For Each Lot	/Unit Over Four	
	Advertising Fee*	At Cost	
	Escrow Desposit**	\$200.00	per lot/uni
SITE PLAN REVIEW - PLANNING BOARD	·		•
Up To 10,000 Feet Of Gross Floor Area		\$250.00	
	Advertising Fee*	At Cost	
	Escrow Desposit**	\$500.00	
Over 10,000 Feet Of Gross Floor Area	·	\$250.00	
	Plus \$20.00 Per Each Additio		
	Advertising Fee*	At Cost	
	Escrow Desposit**	\$500.00	
	·	4	
SITE PLAN REVIEW - STAFF REVIEW		\$100.00	
	Escrow Desposit**	\$250.00	
DEVELOPMENT WITHOUT BUILDINGS		\$250.00	
	Advertising Fee*	At Cost	
	Escrow Desposit**	\$250.00	
CONTRACT ZONE	•	·	
See Schedule For Subdivision And Site Plan Review			
AMENDMENT TO APPROVED SUBDIVISION		\$250.00	
	Advertising Fee*	At Cost	
	Escrow Desposit**	\$500.00	
REQUEST TO CHANGE ZONE CLASSIFICATION		\$100.00	
-	Escrow Desposit**	\$500.00	
REMOVE PROPERTY FROM ACQUIFER			
Town Waives Application Fee			
	Advertising Fee*	At Cost	
	Escrow Desposit**	\$500.00	
<u>APPEALS</u>		\$100.00	
	Escrow Desposit**	\$200.00	

*Advertising Fee

Cost of legal advertising

**Escrow

Monies are deposited into a non-interest bearing escrow account established by the Town.

These monies are used by the Town to pay for advice requested by the Planning Board or Code Enforcement Officer and includes but is not limited to Planner, attorney, and municipal staff expenses related to the application.

The Town shall refund any overage in the escrow account upon receipt of all bills for which fees are incurred within forty-five (45) days upon receipt of all outstanding bills.

Approved May 5, 2020 Town of Casco Selectboard		
Thomas Peaselee		
Holly Hancock		
Mary Vienessa-Fernandez		
Calvin Nutting		
Grant Plummer		

Fees Schedule

TOWN OF NAPLES

FEE SCHEDULE – GENERAL FEES Effective September 27, 2022

DESCRIPTI	ON	FEE
COPIES (BLACK AND WHITE)	0.1/// 4.4//	¢0.50
	8 ½" x 11"	\$0.50 per page
	8 ½" x 14"	\$0.75 per page
FAVED DOCUMENTS	11" x 14"	\$1.00 per page
FAXED DOCUMENTS	In Chaha	¢1.00 man man
	In State	\$1.00 per page
	Out of State	\$2.00 per page
SCANNED (EMAILED) DOCUMENT		\$1.00 per page
BULK TAX INFORMATION REQUE		44.00
	By 3 rd Party	\$1.00 per account
BOUNCED CHECK		\$20.00
PUBLIC NOTICE FEE ¹		\$50.00
CERTIFIED NOTICE ¹		\$10.00 per lot
<u>LIQUOR LICENSE</u>		\$50.00
ENTERTAINMENT PERMIT		\$75.00
ANNUAL BUSINESS PERMIT		\$10.00
STREET/MOBILE VENDOR LICENS		
Private Property / Priv		No Fee – One Time Event
Private Property / Priv	ate Access Only	\$250.00 for a Season
Private Property / Pub	olicly Accessible	\$1,000.00 per Year
Public Property / Publ	icly Accessible	\$2,000.00 per Year
OUTDOOR ENTERTAINMENT PER	<u>MIT</u>	
	One Day Permit	\$25.00 + Notices
	Annual Permit	\$200.00 + Notices
APPEALS BOARD FEE ¹		\$50.00 + Notices
PLANNING BOARD FEES ¹		
Under 1,000 Sq. Ft.		\$300.00
1,000-10,000 Sq. Ft.		\$400.00
Over 10,000 Sq. Ft.		\$400.00 + \$25.00 per 1,000 sq. ft. over 10,000
Development w/o Bui	lding	\$400.00
Modification of an ap	proved Plan	\$100.00
Commercial Initial per	mit	\$100.00
Commercial Annual P	ermit	\$50.00
Aquatic Structure (no	n-commercial)	\$50.00
Residential Subdivisio	n Review	\$500.00 + \$500.00 per proposed lot
Commercial Subdivision	on Review	\$750.00 + \$750.00 per proposed lot
Sketch Plan Review		\$75.00
Planner Escrow (Mino	r Application) ³	\$1,000.00
Planner Escrow (Majo		\$2,000.00

TOWN OF NAPLES

FEE SCHEDULE – GENERAL FEES Effective September 27, 2022

DESCRIPTION	FEE
DRIVEWAY ENTRANCE PERMIT	\$50.00
DRIVEWAY ENTRANCE PERIVIT	\$30.00
BUILDING PERMIT FEES – All have a minimum \$25 fee	
Accessory Apartment Creation	\$50.00
Chimney	\$25.00
Docks	\$0.25 per square ft.
Signs	\$1.00 per square ft.
Moving a Building	\$25.00
Demolition	\$25.00
Electrical Upgrade	\$25.00
Swimming Pool	\$25.00
Reinspection Fee	\$25.00
Tree Permit in SLZ	\$25.00
Home Occupation	\$25.00
Flood Hazard Development	\$25.00
Occupancy Permit	\$25.00
Shoreland Zoning Permit	
Accessory Structure	\$25.00
Principal Structure	\$100.00
RESIDENTIAL BUILDING	
Building Permit (Minimum \$25 fee)	\$0.30 per square ft.
Renovations – By Cost	
\$0 - \$1,000.00	\$40.00
\$1001.00 - \$5,000.00	\$50.00
\$5,001.00 - \$10,000.00	\$60.00
Over \$10,000.00	\$60.00 + \$5.00 per thousand over \$10,000.00
COMMERCIAL BUILDING	
Building Permit (Minimum \$25 fee)	\$0.40 per sq. ft.
Solar Fields	\$0.40 per sq. ft. of panels up to 110,000 sq. ft. then \$0.10 per sq. ft. thereafter
Renovations – By Cost	
\$0 - \$1,000.00	\$65.00
\$1001.00 - \$5,000.00	\$85.00
\$5,001.00 - \$10,000.00	\$125.00
Over \$10,000.00	\$125.00 + \$10.00 per thousand over \$10,000.00
BUILDING WITHOUT PERMIT	Double Amount of Permit Fee

TOWN OF NAPLES

FEE SCHEDULE – GENERAL FEES Effective September 27, 2022

DESCRIPTION		FEE	
PLUMBING			
	40= 00		
Admin fee	\$25.00		
Internal Plumbing	\$10.00 per fixtu	re (minimum \$	40.00 fixture fee)
SUBSURFACE WASTE			
Complete System	\$265.00		
Leach field Only	\$150.00		
Treatment Tank Only	\$150.00		
MOORING PERMIT			
	2021-22	2023-24	2025-26
First Year, or Nonconsecutive year	\$40.00	\$65.00	\$80.00
Each Consecutive Year After	\$25.00	\$40.00	\$60.00
Duplicate Mooring Sticker	\$10.00	\$15.00	\$20.00

¹ ALL BOARD APPLICATIONS MAY ALSO REQUIRE ADDITIONAL LEGAL NOTICE FEES.

² PRIVATE ACCESS IS DEFINED AS PEOPLE ON-PREMISE RESTRICTED BY INVITATION ONLY OR CUSTOMERS OF THE SPONSORING ENTITY.

³ MINOR / MAJOR ARE DEFINED IN THE RELEVANT ORDINANCES

General Conditions - Administration

- a) The Selectpersons shall set the fees. They shall review the schedule at one of their regular stated meetings. If there are changes to be made, they shall lie over until a hearing is scheduled after which the Selectpersons may approve the new fee schedule and any amendments necessary.
- b) The Selectpersons shall review fee schedule at least once every two years.
- c) All fees collected remain with the Town of Poland, and are not refundable unless otherwise noted in this schedule or the ordinance codes.
- d) Refunds may be granted only after a review and approval by the Selectpersons.

ADMINISTRATION			
GENERAL FEES			
CATV Broadcast Videos	\$20.00	All Event Types-Per Telecast-DVD	
Conference Room Rental Fee	\$25.00	Per Use	
Notary Fees	\$ 4.00	Per Notarized Page	
Notary Fees for Local Petitions, Nomination	No Fee		
Papers, Motor Vehicle Requirements, Inland			
Fisheries & Wildlife			
Voter Registration List	\$55.50	Hard Copy	
(1 free to each political party caucus-biennial)	\$20.00	Disk/CD	
Warranty Deeds (Blank)	\$ 3.00	Each	
Interest Fees	Set At Annual	Town Meeting	
Returned Checks	\$25.00	Each	
Business Registration	\$10.00	Per Year	
Fax Transmissions	\$5.00	First Page	
	\$1.00	Each Additional Page	
Receipt of Fax Transmission	\$.50	Per Page	
	HOTOCOPIES	T	
Each Page (Single or Double/Any Size)	\$ 0.50	Each	
Medical Records/Treatment Copies	\$	Fee Set by State Law	
General Copy Requests	\$16.00	Charged in ¼ hour increments (\$4.00).	
Freedom of Access Act /	1 st Hour is	Per hour; if the cost estimate is \$100.00 or	
Municipal Public Records - Staff Hourly Rate for	Free	more. 50% of that cost must be paid prior to	
Translation, Search, Retrieval, Compiling and	\$15.00 for each hour	the commencement of the request.	
Copying of a Public Record	thereafter		
Comprehensive Land Use Code	\$25.00	Each	
Town Comprehensive Plan	\$20.00	Each	
Other Town Ordinances	\$5.00	1-35 pages	
Culci Town Clamanoco	\$10.00	36-50 pgs; More Than 50 Pages/Hourly Rate	
Street Guide	\$2.00	Each	
Road Map – 11" x 17"	\$2.00	Each	
Tax Commitment Book	\$40.00	Hardcopy (each)	
	\$20.00	Disk/CD (each)	
Deeds on File – First Page	\$2.00	Each	
Deeds on File – Additional Pages	\$1.00	Each	
Tax Card	\$1.00	Both Sides	
Tax Map	\$1.50	Per page (11" x 17")	
Tax Map Book (11"x 17")	\$60.00	Each	
Tax Map book (Large-scaled book)	\$ 500.00	Must Order In June	
VITAL RECORDS/GENEALOGY - B		AGES & DEATH CERTIFICATES	
Certified Vital Record	\$15.00	Each	
Additional Copies (Same Day Visit)	\$6.00	Each	
Marriage License	\$40.00	Each	

Town of Poland, Maine - Fee Schedule

Disposition of Human Remains	\$20.00	Each
Genealogy Requests (does not include any	\$20.00	For One Descendant Search
certified documents)	\$50.00	Per Family Lineage Search (more than two family
	·	members)
Providence	LICENSES	D. V (All Olever)
Liquor License	\$100.00	Per Year (All Classes)
One (1) Day Catering License	\$15.00	Per Event
Mobile Vendor License	\$500.00	Per Year
Entertainment License	\$15.00	Per Event
Mass Gathering License Mass Gathering License Violation Penalties	\$50.00 \$500.00	Per Event Per Day Minimum with a maximum per day of \$2500.00
Auto Graveyard, Junkyard, Storage Lot Greater Than 100 Feet From Highway	\$75.00	Per year per yard plus posting & publishing costs (as per Title 30-A, Sec 3756 MRSA)
Auto Graveyard, Junkyard, Storage Lot Less	\$300.00	Per year per yard plus posting & publishing costs
Than or Equal to 100 Feet From Highway		
Auto Recycling Business	\$375.00	Per 5 years per yard plus posting & publishing costs
L	IBRARY FEES	
Non-Resident Library Card	\$15.00	Per Year
Photocopies – Non Library Related	\$0.15	Per copy
Photocopies – Library Related	\$0.10	Per copy
Overdue Books	\$0.10	Per Day
Overdue Movies	\$1.00	Per Day
Faxes	\$3.00	First Page
	\$1.00	Each Additional Page
Interlibrary Loans	\$1.00	Each Item/Book
Lost or Damaged Media	\$25.00	Each Hardcover
	\$10.00	Each Paperback
	\$15.00	Each DVD
	\$5.00	Each Magazine
	\$3.00	Each Video
	\$40.00	Each Audiobook
Book Sales	\$1.00	Each Hardcover
	\$0.50 \$3.00	Each Paperback Each filled bag
USE PERMITS	φ3.00	Each filled bag
	N HALL USE FE	FS.
Non-Refundable Deposit	\$50.00	Each Reservation
Refundable Key Deposit	\$15.00	Each Reservation
Refundable Cleaning Deposit	\$75.00	Each Reservation
Cost Per Hour	\$25/\$50 Min.	Poland Resident Reservations
	\$40/\$80 Min.	Non-Resident Reservations
	\$50/\$100 Min	Profit Making Organizations or Individuals
All Day Training Costs	\$250.00	For Profit Making Organizations or Individuals
, ,	CH USE PERMI	TS
Transfer Station / Beach Use Permit	\$5.00	Each Sticker per year
Season Beach Only Permit – Residents Only	No Fee	Each Sticker per year
Season Beach Only Permit – Non-Resident	\$50.00	Each Sticker per year
Daily Beach Only Permit – Non-Resident	\$5.00	Each Sticker per day
Note: The Beach Use Permit is limited to one (1)	· · · · · · · · · · · · · · · · · · ·	
	SFER STATION F	
Transfer Station / Beach Use Permit	\$5.00	Each Sticker per year
Tire Disposal	\$3.00	Each un-rimmed tire
Passenger & Light Trucks Up to 16 Inches	\$4.00	Each rimmed tire
Regular & Commercial Tires 20 inches & up, and h		
Refrigerators, Freezers, & A/Cs	\$15.00	Each Till 8 Committee Marit
Video Displays	\$4.00	Each TV's & Computer Monitors

TANKS & CVI INDERS		
TANKS & CYLINDERS	# 4.00	Ford Year dalla discrete and collection
LP Gas 20 lbs.	\$4.00	Each-if recyclable otherwise same as 30 lbs.
LP Gas 30 lbs.	\$15.00	Each
LP Gas 100 lbs.	\$20.00	Each
Heavy duty – Industrial	\$30.00	Each
Helium Tanks	\$8.00	Each
Refrigerant Canisters	\$12.00	Each
Fire Extinguishers	\$5.00	Each
OVERSIZED BULKY WASTE (OPTIONAL)		
Sleeper Sofa	\$20.00	Each
Full Sectional Couch	\$20.00	Each
3 Seat Couch	\$15.00	Each
2 Seat Couch / Loveseat	\$10.00	Each
Metal Frame Recliner	\$10.00	Each
Easy Chair (No Frame)	\$7.00	Each
King Sized Mattress & Boxspring	\$15.00	Per Set
Queen or Full Sized Mattress & Boxspring	\$10.00	Per Set
Twin Sized Mattress & Boxspring	\$7.00	Per Set
Carpet	\$7.00	Per Room Roll
FIRE & RESCUE: UNAUTHORIZED BURNIN	IG1 & UNSCHE	DULED NON-EMERGENCY CALLS FEES
Ambulance Response	\$100.00	Per hour
Tanker Truck	\$120.00	Per hour
Engine Truck	\$135.00	Per hour
Utility Truck	\$110.00	Per hour
Rescue 1 (Heavy Duty)	\$200.00	Per hour
Firefighter	\$35.00	Per hour/person
EMT	\$35.00	Per hour/person
Foam	\$85.00	Per pail
Mutual Aid Paramedic Intercept	\$100.00	Per incident
1. Open air burning that does not have a permit prior to the start of the burn.		

CODE ENFORCEMENT / PLANNING OFFICES

General Conditions - Code Enforcement & Planning Offices

- a) Permit fees shall be tendered before any permit(s) is (are) issued.
- b) Any construction projects started prior to obtaining a permit shall double the total permit fees.
- c) Any construction project substantially completed prior to obtaining a permit shall triple the total permit fees.
- d) Planning Board approved "phased" projects shall require individual and complete Building Permit fees for each phase.
- e) Permit fees for Town of Poland municipal projects may be waived by the Town Manager except for those portions of the fees for contract inspectors and for other government entities.

BUILDING & USE PERMIT FEES

Residential: First \$1,000.00 of cost of work - \$20.00; remaining cost of work - \$5.00 per \$1,000.00.

Commercial: First \$1,000.00 of cost of work - \$20.00; remaining cost of work - \$10.00 per \$1,000.00.

Commercial Fire Construction Permit Fees are pursu	ant to Title 25 M.R.S §2450	
Miscellaneous Shoreland Zoning Permit Fee		Permits issued by CEO not
(Dock, Soil Disturbance, Tree Removal etc.)	\$25.00	Planning Board. Includes
		abutter notification
Notification of Abutters	\$0.75	Per Notification
Swimming Pool – Portable, Inflatable (Pool put away in winter.)	No Fee	Only for pools less than 20 feet in diameter and not over 36 inches deep.

Detached accessory structures under 200 sq. Ft. - \$20.00

LANDSCAPING, OPEN SPACE

Soil Disturbances Outside of Shoreland Zoning Districts

- Filling <200 cubic Yards (P) Allowed No Permit Necessary/No Fee
- Filling 200-5,000 Cubic Yards (CEO) Requires Permit \$35.00 Per 1,000 Cu. Yd.

• Filling >5,000 Cubic Yards (PB) – Requires Planning Board Approval

Premises receiving such fill cannot be in the Shoreland Zoning Area or near any wetlands or resource protection

areas without proper permitting.		
Wells – Commercial	\$70.00	10,000 gallons or less day intended use
Wells – Commercial	\$700.00	10,000 gallons or more day intended use
SHORELAND ZONING DISTRICT		
Timber Harvesting	No Fee	
Wells – Residential in SLZ	\$25.00	If no associated "new building"

Wells – Residential III SLZ \$2

permit

USE

Business Registration \$10.00 Per year

CITATION AND VIOLATION FEES

SCHEDULE A		
First Citation *	\$100.00	THESE ARE SET IN THE CLUC AND WOULD
Second Citation	\$200.00	NEED AN AMENDMENT ON THE
Third Citation	\$400.00	TOWN WARRANT.
Fourth Citation	\$800.00	

Note: These penalties are cumulative.

SCHEDULE B

Other Violation Fees or Penalties \$100 - Per day, and as described in Title 30-A M.R.S.A., Section 4452 \$2,500

*Citation fees may also add expert or professional service fees needed to investigate any related violation(s) that results in a citation being issued. * Payment shall be in accordance with the Chapter 4 of the Comprehensive Land Use Code.

ELECTRICAL PERMIT FEES

Type of Connection	Residential	Commercial
Application	\$35.00	\$50.00
Service Entrance – Temporary	\$25.00	\$40.00
Service Entrance – Permanent Overhead	\$27.00	\$45.00
Service Entrance – Underground	\$40.00	\$65.00
New Construction, Renovation, Additions per Sq. ft.	\$.05	\$.10
Miscellaneous Equipment: Transformers, Pumps, Generators, Split Systems, Subpanels, Pools, Solar Powered Systems, Signs, Alarm Systems, Other	\$35.00 / per	\$50.00 / per

Minimum Fee charged shall be \$35.00.

ESCROW AND PROFESSIONAL EXPERT CONSULTANT FEES

An additional fee may be charged if the Code Enforcement Officer, Planning Board and/or the Board of Appeals need the assistance of a professional surveyor, engineer or other expert. The applicant shall be responsible for paying in full any professional consulting fees.

INSPECTION FEES AT SITE LOCATION

Initial Inspection(S)	No Fees
Re-inspections	\$50.00

PLUMBING SYSTEMS

A) Internal Plumbing Fees		
Minimum Fixture Fees ¹	\$15.00	Per fixture.
Minimum Application Fees	\$60.00	For 1 thru 4 fixtures

Each back flow valve is considered a fixture

B) Subsurface Wastewater Disposal System Fees (Sewer Systems)

Туре	Non-Engineered	Engineered (No Change)
Entire System	\$250.00	\$200.00
Disposal Field Only	\$150.00	\$150.00
Tank Only	\$150.00	\$ 80.00
Holding Tank	\$100.00	N/A

Primitive System	\$100	0.00	N/A
Separate Grey Disposal Field		5.00	N/A
Seasonal Conversion		0.00	N/A
Variance (additional)		0.00	N/A
Alternative Toilet		0.00	N/A
DEP-Subsurface Wastewater Requirement		5.00	\$15.00
Septic System Design (Copy)		5.00	Per System Design (on file)
Other Components (Complete Pump Station, Piping, Other)	·	0.00	N/A
ROAD ENTRY A	ND CONSTI	RUCTION	FEES
Driveway/Road Entry Application	\$100.00	Plus fees	
Culvert – Town Installed	\$250.00	Plus cost	t of culvert plus \$20 per linear ft.
STREE	T OPENING		
Street Opening Application:	\$100.00		s below and Escrow Account if required
Paved Surface	\$5.75	per sq.	yd.
Concrete Surface	\$7.75		
All Other Surfaces	\$2.50	.50 per sq. yd.	
Granite Curbing	\$2.25	per L.F.	
Bituminous Curbing	\$1.25 per L.F		
	SIGNS		
Residential: First \$1,000.00 of cost of work - \$20.00			
Commercial: First \$1,000.00 of cost of work - \$20.00); remaining	cost of w	ork - \$10.00 per \$1,000.00.
SITE REVIEW AND SHO	PRELAND Z		
Application – Sketch Plans, Rough	\$75.00	Each ap	pplication (no other fees) design
Application – Formal ³	\$150.00	Each ap	pplication plus fees below
Approval Extension, Planning Board Approval Only	\$50.00	One ext	ension only (no other fees)
Escrow, Minimum Amount	\$700.00	When re	equired by Planning Board
Francisco III de la Constantina del Constantina de la Constantina	0450.00		to to the DD December 2012
Formal Shoreland Zoning Application	\$150.00		als by the PB, Permits still Required
Auto Graveyards, Recycle Business	\$5.00		icle storage slot (parking space)
Junkyard, Storage Lots	\$1.50		f outside storage
Towers - Residential: First \$1,000 of cost of work - \$	20; remainin	g cost of	work \$5 per \$1,000

Towers - Residential: First \$1,000 of cost of work - \$20; remaining cost of work \$5 per \$1,000 Towers - Commercial: First \$1,000 of cost of work - \$20; remaining cost of work \$10 per \$1,000

1. <u>Reduced Fees</u>: The Planning Board may, upon application therefore, allow a reduced total site review fees to \$50.00 in any case which it determines that the work for which the permit is sought will be performed within the Shoreland Zone. The project shall be intended solely for the purpose of protecting a Great Pond, Stream, River, or other Natural Resources through the implementation of Conservation, Best Management Practices, or other environmental safeguards. Also, the project shall not result in the enlargement of any building or structure or an intensification of the existing use of the property.

SUBDIVISION REVIEWS			
APPLICATION – Sketch Plans	\$75.00	Each application - No other fees	
APPLICATION – Formal Plans	\$200.00	Each initial application plus fees below	
APPLICATION – Required Subsequent	No Fees	Includes final major application and submittal of	
Forms		mylars	
Additional Notifications	\$175.00	Delay caused by applicant	
Amendment Fee	\$175.00	First division change	
Amendment Fee	\$135.00	Second and third division change	
Extension Of Approval	\$100.00	Before approval expires	
Publication & First Notification	\$200.00		
Planning Board Review Fee	\$500.00	For first three lots/units	
Planning Board Review Fee	\$150.00	Each lot/unit after three	

If an applicant requests more than three division changes, not requested by the Planning Board, in his/her original application, all fees for a new application shall be paid again.

SURFACE & SUBSURFACE EXCAVATION (GRAVEL & BORROW PITS) FEES

Annual Review Fee	\$25.00			
5 Year Gravel Pit Renewal	\$25 + PB	Follows Planning Board Process		
	fees			
	BOARD OF APPEA	ALS FEES		
Residential Appeal	\$150.00	Each		
Non-residential Appeal	\$300.00	Each		
Additional notifications	\$150.00	If delay is caused by applicant		
ZONING ORDINANCE	CHANGE CITIZEN I	NITIATED - NO VALID PETITION		
Language Change - Minor	\$200.00	Modify a subsection		
Language Change - Major	\$350.00	Add a subsection or more		
Map change	\$550.00	Requires re-drawing zoning map		
I	MARIJUANA LICENSING FEES			
Medical Marijuana Storefront	\$500.00	Each License Annually		
Medical Marijuana Manufacturing	\$500.00	Each License Annually		
Medical Marijuana Testing Facility	\$500.00	Each License Annually		
Adult Use Marijuana Storefront	\$1,500.00	Each License Annually		
Adult Use Cultivation Facility				
Tier 1 (≤500 sq ft canopy)	\$500.00	Each License Annually		
Tier 2 (≤2000 sg ft canopy)	\$1,000.00	Each License Annually		
Tier 3 (≤7000 sq ft canopy)	\$1,500.00	Each License Annually		
Adult Use Marijuana Manufacturing	\$500.00	Each License Annually		
Adult Use Marijuana Testing Facility	\$500.00	Each License Annually		

Amended this 21st day of May, 2019.

TOWN OF RAYMOND 2023-2024 FEE SCHEDULE Effective July 1, 2023

Animal Control Fees:

Description		Fee
	1st violation	\$50 plus all associated court fees
Dogs at Large	2 nd violation	Not less than \$100 plus all associated court fees
	3 rd violation	Not less than \$100 plus all associated court fees
	1 st violation	\$50
Canine Waste Infraction	2 nd violation	\$75
(90)	3 rd violation	Not less than \$100, but not more than \$500
Animal at Large		\$50
Animal on Beach, Park or Cemetery		\$50
Animal Left in Car Unattended		\$50
	1st violation	\$50
Barking Dog Violation	2 nd violation	\$100
	3 rd violation	\$200 plus all associated court fees
Unlicensed Dog Violation		\$30 plus licensing fee
Board for Animals Picked up by ACO		\$25 per day
	1st impoundment	\$50
Impound fees	2 nd impoundment	\$75
	3 rd and subsequent	\$100
Transportation Fee Outside of Town Limits		\$25 per trip

Zoning Board of Appeals Fees:

De	escription	Fee
ZBA Application		\$100
		\$235
ZBA Escrow Fees		\$500 plus additional fees for completion of professional reviews, if necessary, based on consultant hourly rate. Additional billing may be required if an escrow account has a negative balance. A 1.5% finance charge will be included each month if payment is not received thirty (30) days after invoicing.
ZBA Newspaper Legal	Notices	\$200 per ad (two minimum)
ZBA Abutters Notices		\$8 per notice

Code Enforcement:

Description		Fee	
		Finished Area	\$0.40 per square foot
Building Permits New Constructions	New Construction or	Unfinished Area	\$0.30 per square foot
	additions	Commercial/Industrial	\$0.50 per square foot
		Minimum Permit Fee	\$50

2023-2024 Raymond Fee Schedule Rev 6/20/2023 Page 1 of 6

	Description		Fee	
		Up to to \$1,000	\$50	Item 9.#
	Residential and	\$1,001 to \$5,000	\$75	
	Commercial Alterations or	\$5,001 to \$10,000	\$100	
	Renovations	\$10,001 and up	\$100 plus \$10 per thousand or fraction thereof	
	Chimneys/Antennas		\$50	
	Demolitions		\$50	
		Up to 6 square feet	\$50	7
Separate Permit Fees	Signs – Business or Commercial	Over 6 square feet	\$50 plus \$0.15 per square foot over 6 square feet	
	Outinemain a De ala	In-Ground	\$100	
	Swimming Pools	Above Ground	\$50	
	Docks - Permanent or Sea	sonal	\$0.10 per square foot or \$50 whichever is greater.	
	Pre-inspection Fee	Pre-inspection Fee		е
	Re-inspection Fee		\$100 per visit	
	Subsurface Complete Systems – Non- engineered	Initial Fee	\$250	
		- Plus Town Fee	\$25	
		- Plus State Water Quality Surcharge	\$15	
		- Plus State Variance	\$20	
	Primitive Disposal System (includes alternative toilet)		\$100	
Plumbing Fees	Engineered Systems		\$200 plus \$25 Town Fee	
, iamang i see	System Components (installed separately)	Treatment Tank	\$150 plus \$25 Town Fee	
		Alternative Toilet	\$50 plus \$25 Town Fee	
		Disposal Area	\$150 plus \$25 Town Fee plus \$15 State Water Quality Surcharge	
	- 100 South	Engineered Disposal Area	\$150 plus \$25 Town Fee	
		Separated Laundry Disposal System	\$35 plus \$25 Town Fee	
		Seasonal Conversion	\$50 plus \$25 Town Fee	
Internal Plumbing Fees	Per State schedule	Plumbing fixtures include back-flow devices	\$10 per fixture (\$40 minimum) plus \$25 Town Fee	
Penalties	Failure to obtain permit prior to starting work on any construction/after-the-fact-permit		Double the Standard Fee	
	Re-inspections		\$100 per visit	-
Electrical Dermits	Fee	Residential	\$50	
Electrical Permits	Permanent Overhead Service	Residential	\$30	

2023-2024 Raymond Fee Schedule Rev 6/20/2023 Page 2 of 6

	Description		Fee	
	Permanent Underground	Residential	\$40	Item 9.#
	Service	(3), (3), (4), (5), (6), (6), (6), (6), (6), (7), (6), (7), (7), (7), (7), (7), (7), (7), (7		_
	New Construction, Renovations, Additions (cost per square foot)	Residential	\$0.05	
HVAC Permit	Based on Construction & E	Equipment Costs	\$20 for 1 st \$1,000 of cost, plus \$5 for each additional \$1,000 of cost	

Miscellaneous Code Enforcement Fees:

Description		Fee
Home Occupation		\$100
Campsite (personal)		\$50 annually
Campgrounds		\$75 annually
	Without Renovations	\$50
Change of Use	With Renovations	\$0.50 per square foot or \$50 minimum
Driveway/Entrance/Address Permit		\$25
Shoreland Project Permit (trees, docks, soil disturbance within the Shoreland Zone)		\$50
Road Opening		\$75 plus \$1.50 per square foot
Road Name Change		\$75
Recording, Indexing, and Preserving Plans		\$15
Re-inspection Fee		\$100 each visit
Additional Inspections per MUBEC		\$100 per visit

Waste Fees:

Description	Fee	
Tag for extra curbside household trash	\$1 each	

Planning Board Fees:

Description Planning Board Pre-application Conference			Fees	
			\$75	
	Staff	Projects up to 10,000 square feet	\$75	
Site Plan Review Application	Minor	Projects less than 10,000 square feet	\$100	
	Major	Projects 10,000 square feet or greater	\$250	
	Staff	Projects up to 10,000 square feet	\$1,000	
Site Plan Review Escrow *	Minor	Projects less than 20,000 square feet	\$1,500	
	Major	Projects 20,000 square feet or greater	\$2,000	

2023-2024 Raymond Fee Schedule Rev 6/20/2023 Page 3 of 6

Preliminary Subdivision Review	\$625 plus \$200 per lot/unit greater than 4	Item 9.#
Final Subdivision Review	\$475 plus \$100 per lot/unit greater than 4	
Minor Subdivision Review	\$475	
Planning Board Escrow Fees for Subdivision Review *	\$2,000, plus additional fees for completion of professional reviews, if necessary, based on consultant hourly rate	
Planning Board Abutters Notices	\$8 per notice	
Planning Board Newspaper Legal Notices	\$200 per Ad (two minimum)	

^{*} Finance Charge for Site Plan Review Escrow & Planning Board Escrow Accounts: Additional billing may be required if an escrow account has a negative balance. A 1.5% finance charge will be included each month if payment is not received thirty (30) days after invoicing.

Fire Department:

Desc	Fee	
Fire Report Request	\$25	
Patient's Treatment Record	\$5 for 1st page & \$.45 for each additional, not to exceed \$250	
Wood Stove Permit & Chimney Insp	ection	\$25
Fire Permit		Free at Fire Department
Inapportion of New Construction	Less than 10,000 square feet or 100,000 cubic feet	\$70
Inspection of New Construction	More than 10,000 square feet or 100,000 cubic feet	\$90
Inspection of Evipting Construction	Less than 10,000 square feet or 100,000 cubic feet	\$40
Inspection of Existing Construction	More than 10,000 square feet or 100,000 cubic feet	\$60
	Less than 10,000 square feet (regardless of existing size)	\$20
Inspection of Additions/Alterations	More than 10,000 square feet or 100,000 cubic feet	Required to use the fee schedule for new construction more than 10,000 square feet
Review of Subdivisions	\$60	
Review of Each House in Subdivisio	n after Completion	\$15
Inspection of Public Shows/Events		\$10
Annual/bi-annual Inspections of Campgrounds, Schools, Summer Camps, Liquor Licenses		Free
Bi-annual Inspection of Businesses,	Churches, Town Buildings	Free
Re-inspection for Violations		\$10 per inspection
	Engine	\$350
Motor Vehicle Accident Billing	Ariel Truck	\$500
-	Ambulance	\$200
(FEMA rates per hour)	Squad (Rescue)	\$400
	Tanker	\$200

2023-2024 Raymond Fee Schedule Rev 6/20/2023 Page 4 of 6

Description	Fee	
Service Truck / Command Veh	nicle \$100	Item 9.#

Cemetery Prices:

Description	Fee
Resident – 1 plot (includes perpetual care)	\$400
Non-Resident – 1 plot (includes perpetual care)	\$1,000
Violating any provisions of the Cemetery Ordinance. Each day a violation occurs shall be deemed a separate offense.	Not less than \$100 and not more than \$2,500, plus attorney fees & costs

Office Charges:

Description		Fee
0	Up to \$40	\$1.00
Credit Card Charge Fee	Over \$40	2.5%
DVD Copy		\$5.00
Photo Copies of Property Cards		\$.50 per side
Photo Copy of Reduced Town Map		\$1.50
Division of Division	1 st Page	\$1.50
Photo Copy of Deed	Subsequent Pages	\$.50 each
Photo Copies – General		\$.50 per side
Photo Copies – Plans copied on	Colored	\$2.00
Plotter – 36" X 24"	Black & White	\$2.00
	Per Page Sent	\$2.50
Fax	Per Page Received	\$1.00
Labala	Research	\$10.00 per hour
Labels	Preparation	\$.10 per label
	8.5" X 11"	\$1.00
Map – Colored	11" X 17"	\$1.50
	24" X 36" Full Set of Town Maps	\$150.00
	Per Notary Signature - Non-resident	\$2.50
Notary Public	Per Notary Signature - Resident	Free
	Per Notary Signature – Petition Efforts	\$1.00
	For Complex Court Documents or Real Estate Closing Documents	\$25.00
Tax Lien/Discharge Research		\$20.00/hour after the 1st hour

Printed List Fees:

	Description	Fee
Dan Linemaine Lint	Paper	\$30
Dog Licensing List	Electronic	\$20
	Paper	\$500
Taxpayer List	Electronic	\$65

2023-2024 Raymond Fee Schedule Rev 6/20/2023 Page 5 of 6 32

Description		Fee	
	On Website	Free	Item 9.#

Liquor Licenses:

Description	Fee
Application	\$10
Advertising with Public Hearing Application	\$100
Temporary Liquor License Application (catering)	\$10

Town Clerk's Office Fees:

Description		Fee	
Vital Records	Non-Certified Copy of Birth, Death or Marriage	\$5	
	Research	\$10 per hour after 1st hour	
	Copying – 8.5" X 11" (prior to 1892)	\$.50	
	Copying - 11" X 17" (prior to 1892)	\$1	
Returned Checks/Items		\$35	
Permits/Businesses	Billiard, Pool, Bowling Alleys	\$50	
	Cable TV Franchise	2.5% through Time Warner	
	Business Listing	\$10	
	Explosives – keeping/transporting	\$50	
	Public Exhibitions	\$50 plus \$1 per person plus legal advertisement	
	Special Amusement Permit	\$50 plus legal advertisement	
Peddler's Permit – Lunch Wagon	Non-Resident Annually	\$500	
	Resident Annually	\$250	

Joseph Bruno

Rolf Olsen

Derek Ray

Samuel Gifford

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Annual Town Meeting Warrant June 5, 2024 Fiscal Year 7/1/2024-6/30/2025

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 required to notify and warn the inhabitants of the Town of Casco qualified by law to vote in town affairs, to meet at the Crooked River Elementary School on Tuesday, the 11th day of June 2024 from 8:00 a.m. to 8:00 p.m., then and there to act on Articles 1, and 2 as set out below as well as to warn said voters to meet at the Crooked River Elementary School, located at 1437 Poland Spring Road, on Wednesday, the 5th day of June 2024 at 6:00 p.m. in the evening and there to act on Articles 3 through as set out below, to wit;

- Article 1. To elect all necessary town officers by secret ballot. (30-A M.R.S.A., Section 2524).

 The polls for voting on Article 2 will be open at 8:00 a.m. until 8:00 p.m. on June 11, 2024.

 The polls are located at the Crooked River Elementary School at 1437 Poland Spring Road, Casco.
- **Article 2.** To choose and elect all other town officers required by law to be chosen at such meeting.
- **Article 3.** To choose a moderator to preside at said meeting.
- **Article 4.** To see if the Town will vote to permit municipal administrators or staff, and elected State officials, who are not residents of Casco, to speak as appropriate when recognized by the moderator.

Proposed FY 2024-2025 Operational Budget

Article 5. To see if the Town will vote to raise and appropriate the sum of \$946,764 to fund **ADMINISTRATION**.

Account	Amount
Payroll	\$556,864
Services	\$153,200
Supplies/Equipment	\$ 35,000
Repairs/Maintenance	\$ 17,000
Training/Travel	\$ 15,400
Assessing	\$104,300
Legal Service	\$ 35,000
Contingency	\$ 30,00 <u>0</u>
Total	\$946,764
FY 23 \$807,921	FY24 \$941,709

SELECTBOARD RECOMMENDS APPROVAL

Article 6. To see if the Town will vote to raise and appropriate the sum of \$143,437 to fund **CODE ENFORCEMENT**

Account	Amount
Code Enforcement	\$143,437
Total	\$143,437

FY 23 \$148,180 FY24 \$143,437

SELECTBOARD RECOMMENDS APPROVAL

Article 7. To see if the Town will vote to raise and appropriate the sum of \$73,200 to fund PLANNING, PLANNING BOARD AND ZONING BOARD OF APPEALS

Account	Amount	
Planning Board/ZBA	\$ 5,200	
Planning Services	\$ 68,000	
Total	\$ 73,200 \$ 5,375	
FY 23 \$ 5,589	FY24 \$ 5,375	

SELECTBOARD RECOMMENDS APPROVAL

Article 8. To see if the Town will vote to raise and appropriate the sum of \$358,295 to fund RECREATION, PARKS & BEACHES, FACILITIES, CEMETERIES, OPEN SPACE COMMISSION & VETERAN'S COMMITTEE.

Account	Amount
Recreation	\$219,864
Parks & Beaches	\$ 14,000
Facilities-CCC, Access Building	\$107,831
Cemeteries	\$ 9,100
Open Space Commission	\$ 5,000
Veterans Committee	\$ 2,500
Total	\$358,295

FY 23 \$317,987 FY24 \$333,270

SELECTBOARD RECOMMENDS APPROVAL

Article 9. To see if the Town will vote to raise and appropriate the sum of \$186,132 to fund **GENERAL** ASSISTANCE and DONATION.

Account	Amount
General Assistance	\$ 47,520
Home Health Visiting Nurse	\$ 2,300
Casco Public Library	\$ 91,200
Northern Light Health	\$ 1,000
Through These Doors (Family Crisis)	\$ 1,100
Tri County Counseling	\$1,000
Opportunity Alliance	\$ 5,000
Sebago Lakes Region Chamber	\$ 1,500
Lake Region Bus Service	\$ 10,000
Life Flight	\$ 912
Crescent Lake Watershed	\$ 2,000
Lake Monitoring Program	\$ 3,000
Thompson Lake Environ. Assoc.	\$ 2,500
Lake Environ. Assoc. Milfoil Project	\$ 5,000
Pleasant Lake/Parker Pond Assoc.	\$ 4,000
Local Food Pantries	\$ 3,600
American Legion	\$ 1,000
Crooked River Snowmobile Club	\$ 2,000
Other	\$ 0
Total:	\$186,132

FY 23 \$143,203

FY24 \$172,060

SELECTBOARD RECOMMENDS APPROVAL

Article 10. To see if the Town will vote to raise and appropriate the sum of \$1,258,354 to fund **FIRE RESCUE DEPARTMENT**.

Account	Amount
Payroll	\$935,115
Services	\$112,189
Supplies/Equipment	\$110,500
Repairs/Maintenance	\$ 79,550
Training/Travel	\$ 21,000
Total:	\$1,258,354

FY 23 \$1,024,874

FY24 \$1,235,660

SELECTBOARD RECOMMENDS APPROVAL

Article 11.To see if the Town will vote to raise and appropriate the sum of \$132,939 to fund **ANIMAL CONTROL & EMERGENCY MANAGEMENT**.

Account	Amount
Animal Control	\$127,789
Emergency Management	\$ 5,150
Total:	\$132,939

(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.)

FY 23 \$105,093

FY24 \$119,127

SELECTBOARD RECOMMENDS APPROVAL

Article 12. To see if the Town will vote to raise and appropriate the sum of \$1,031,949 to fund **PUBLIC WORKS/ROADS AND DAMS**.

Account	Amount
Payroll	\$166,589
Services	\$623,360
Supplies/Equipment	\$209,000
Repairs/Maintenance	\$ 20,300
Training/Travel	\$ 2,700
Subtotal Public Works:	\$1,021,949
Dams	\$ 10,000
Total:	\$1,031,949

FY 23 \$\$899,760 FY24 \$999,577

SELECTBOARD RECOMMENDS APPROVAL

Article 13. To see if the Town will vote to raise and appropriate the sum of \$917,828 to fund **BENEFITS/INSURANCE AND UTILITIES**.

	FY25	FY24
	Proposed	Approved
Account	Amount	
Benefits& Insurance	\$817,328	\$741,637
Utilities	\$100,500	\$105,345
Total:	\$917,828	\$846,982

FY 23 \$690,197 FY24 \$846,982

Article 14. To see if the Town will vote to raise and appropriate the sum of \$470,276 to fund **TRANSFER STATION AND BULKY WASTE FACILITY**.

Account	Amount
Interlocal	\$375,880
Professional Services	\$ 94,780
Total:	\$470,660

FY 23 \$363,276 FY24 \$376,973

SELECTBOARD RECOMMENDS APPROVAL

Article 15. To see if the Town will vote to raise and appropriate the sum of \$269,000 to fund **CONTRACTED LAW ENFORCEMENT SERVICE** with Cumberland County Sheriff's Department.

Account	Amount
Law Enforcement	\$269,000

FY 23 \$ 0 FY24 \$ 0

SELECTBOARD RECOMMENDS APPROVAL

Article 16. 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 2023-2024 fiscal year.

Anticipated non-property tax revenues for fiscal year beginning July 01, 2024, include the following approximation of State and Town Revenues:

			Amount
l.	Excise Tax	\$	925,000
II.	Municipal Revenue Sharing	\$	390,000
III.	Homestead Exemption Reimbursement	\$	165,000
IV.	BETE Reimbursement	\$	65,000
٧.	Other Non-Property Taxes	\$	723,742
	Total ESTIMATED Non-Property Tax Revenue	\$ 2	2.268.742

FY 23 \$2,109,757 FY24 \$2,237,392

Article 17. To see if the Town, in accordance with 36 M.R.S.A. Section 505(2) will set the dates that FY 2023-2024 real and personal property taxes are due, as follows: first half shall be due Wednesday October 04, 2023 or 45 days after commitment, whichever date is later, and

second half shall be due Wednesday, March 6, 2024 and to charge interest starting fourteen (14) days after each due date.

SELECTBOARD RECOMMENDS APPROVAL

Article 18. To see if the Town, in accordance with 36 M.R.S.A. Section 505(4), will vote that property taxes shall be delinquent if not paid by the dates established in Article 15 and that interest, at the rate of 8.0% per annum, shall be charged on all delinquent property taxes.

SELECTBOARD RECOMMENDS APPROVAL

Article 19. To see if the Town, in accordance with 36 M.R.S.A. Section 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 8.0%.

SELECTBOARD RECOMMENDS APPROVAL

Article 20. 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.A. Section 506.

SELECTBOARD RECOMMENDS APPROVAL

Article 21. To see if the town will vote to authorize the Selectboard, on behalf of the town, to accept and expend state and federal grants, including funding from American Rescue Plan Act (ARPA) 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 and expend 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 2023-2024 fiscal year.

SELECTBOARD RECOMMENDS APPROVAL

Article 22. 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 Select Board 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 Select Board'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 Select Board 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 sell the property to anyone other than the former owner(s).

SELECTBOARD RECOMMENDS APPROVAL

Article 23. 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 Select Board that ownership of the property that is subject to the tax lien mortgage would be contrary to the Town's best interests.

SELECTBOARD RECOMMENDS APPROVAL

Article 24. 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, 2023 to June 30, 2024.

SELECTBOARD RECOMMENDS APPROVAL

Article 25. To see if the Town will authorize the Selectboard to sell and/or dispose of town-owned assets (excluding land) determined to be obsolete or surplus with a value of \$50,000 or less, under such terms and conditions as they deem advisable.

SELECTBOARD RECOMMENDS APPROVAL

Article 26. To see if the Town will vote to authorize the payment of any tax abatements, including interest, approved by the Selectboard from the property tax overlay, or if necessary, from the unassigned fund balance.

SELECTBOARD RECOMMENDS APPROVAL

Article 27. 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.

Article 28. To see if the Town will vote to authorize the Select Board to take all actions necessary to acquire ownership of the Lakeside Cemetery, including undertaking any court or similar legal action required to transfer the Cemetery trust funds to the Town.

SELECTBOARD RECOMMENDS APPROVAL

Proposed FY 2024-2025 Capital Improvement/Equipment Budget

Article 28. To see if the Town will vote to appropriate the sum of \$22,000 from the *American Rescue Plan Act (ARPA)* funds for the purpose of IT server and Software Upgrades.

SELECTBOARD RECOMMENDS APPROVAL

Article 29. To see if the Town will vote to appropriate the sum of \$190,000 from *Unassigned Funds* for removal and replacement of the Town fuel tanks and operating system.

SELECTBOARD RECOMMENDS APPROVAL

Article 28. To see if the Town will vote to appropriate an additional sum of \$8,500 from *Special Reserve Account Recreation Donations* for the repair and maintenance of Town owned recreational courts (\$21,500 approved with June 15, 2022 warrant).

SELECTBOARD RECOMMENDS APPROVAL

Article 29. To see if the Town will vote appropriate the sum of \$40,000 from the *American Rescue Plan Act (ARPA) funds* for the installation of a water proofing system for the Casco Community Center.

SELECTBOARD RECOMMENDS APPROVAL

Article 30. To see if the Town will vote to appropriate the sum of \$294,440 from the *Road Improvements Capital Reserve Account*, AND \$205,600 from *unassigned funds* for road paving, repairs and ditching as outlined in FY24 Road Repairs RFP (Leach Hill Road, Quaker Ridge Road, Sunny Hill Road, Overlook Lane and Moose Run) for a total cost of \$500,000.

SELECTBOARD RECOMMENDS APPROVAL

Article 31. To see if the Town will vote to appropriate the sum of \$250,00 from *Unassigned Funds* for the repairing, ditching and paving of New Road and South Casco Village Road.

Article 32. To see if the Town will vote to appropriate the sum of \$2,706 from the *Casco Community Center Capital Reserve Account* and \$10,294 from *Special Reserve Account Recreation Donations* for the repairs and resealing of Casco Community Center gymnasium floor for a total cost of \$13,000.

SELECTBOARD RECOMMENDS APPROVAL

Article 33. To see if the Town will vote to appropriate the sum of \$25,000 from *American Rescue Plan Act (ARPA) funds* for the purchase and replacing of bleachers located at the Casco Community Center Gymnasium.

SELECTBOARD RECOMMENDS APPROVAL

Article 34. To see if the Town will vote to appropriate the sum of \$6,472 from *American Rescue Plan Act* (ARPA) funds and \$728 from Special Revenue Account Playground for playground safety improvements for a total cost of \$7,200.

SELECTBOARD RECOMMENDS APPROVAL

Article 35. To see if the Town will vote to appropriate the sum of \$15,000 from *American Rescue Plan Act (ARPA) funds* for the purchase and replacing of gate located at the Sand and Salt Shed.

SELECTBOARD RECOMMENDS APPROVAL

Article 36. To see if the Town will vote to appropriate the sum of \$15,000 from *Unassigned Funds* for the purchase and replacement of a portion of the Fire Department portable radios.

SELECTBOARD RECOMMENDS APPROVAL

Article 37. To see if the Town will vote to appropriate a sum not to exceed \$45,000 from American Rescue Plan Act (ARPA) funds for the first (1st) of five (5) annual lease purchase payments for a 2023 Backhoe and supplemental attachments. The total cost of lease purchase shall not exceed \$180,000 plus interest.

Financial Statement Applicable to Article 37:

The lease purchases by the Town of Casco is one of the ways in which the Town borrows money for certain purposes. The following is a summary of the bonded indebtedness of the Town of Casco as of the date of the Town Meeting.

Bonds Now Outstanding and Unpaid	\$ 2,739,000
Interest to be Repaid on Outstanding Bonds	<u>\$ 559,958</u>
Total to be Repaid on Bonds Outstanding	\$ 3,298,958

Additional Principal Amount of Bonds Authorized but Not Yet Issued \$ 698,000 Bonds will not be issued, funding for the Memorial Field Project was

from unassigned fund balance.

Estimated Cost of Proposed Lease Purchase: At an estimated average interest rate of 5% per annum for a 4-year term the estimated costs associated with this proposed lease purchase will be:

Principal \$ 180,000 Estimated Interest: \$ 17,900 Total principal and estimated interest: \$ 197,900

When money is borrowed by lease purchasing, the Town must repay not only the principal but also interest on the lease purchases. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. The validity of the lease purchase and of the voters' ratification of the lease purchase may not be affected by any errors in the estimates made of the costs involved, including varying interest rates, the estimated cost of interest on the lease purchase amount to be issued and the total cost of principal and interest to be paid at maturity.

/s/ <u>Panela Griffin</u> Pamela Griffin, Treasurer, Town of Casco

SELECTBOARD RECOMMENDS APPROVAL

Article 38. To see is the Town will vote to appropriate a sum not to exceed \$45,000 from American Rescue Plan Act (ARPA) funds for the first (1st) of five (5) annual lease purchase payments for a 2023 1-ton truck and plow gear. The total cost of the lease purchase shall not exceed \$120,000 plus interest.

Financial Statement Applicable to Article 38:

The lease purchase by the Town of Casco is one of the ways in which the Town borrows money for certain purposes. The following is a summary of the bonded indebtedness of the Town of Casco as of the date of the Town Meeting.

Bonds Now Outstanding and Unpaid	\$ 2,739,000
Interest to be Repaid on Outstanding Bonds	<u>\$ 559,958</u>
Total to be Repaid on Bonds Outstanding	\$ 3,298,958

Additional Principal Amount of Bonds Authorized but Not Yet Issued \$ 698,000 Bonds will not be issued, funding for the Memorial Field Project was from unassigned fund balance.

Estimated Cost of Proposed Lease Purchase: At an estimated average interest rate of 5% per annum for a 5-year term the estimated costs associated with this proposed lease purchase will be:

Principal \$ 120,000 Estimated Interest: \$ 10.600 Total principal and estimated interest: \$ 120,600 When money is borrowed by lease purchasing, the Town must repay not only the principal but also interest. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. The validity of the lease purchase and of the voters' ratification of the lease purchase may not be affected by any errors in the estimates made of the costs involved, including varying interest rates, the estimated cost of interest on the lease purchase amount to be issued and the total cost of principal and interest to be paid at maturity.

/s/ <u>Panela Griffin</u> Pamela Griffin, Treasurer, Town of Casco

SELECTBOARD RECOMMENDS APPROVAL

Given under our hands this 2nd day of May 2023 at Casco, Maine.

Robert MacDonald, Selectboard Chair:
Scott Avery, Selectboard Vice-Chair:
Mary- Vienessa Fernandes, Selectboard Member:
Eugene Connolly, Selectboard Member:
Grant Plummer, Selectboard Member:
A true copy of the warrant,
Attest:
Panny Roan, Town Clark

TOWN OF CASCO

Annual Town Meeting Warrant June 5, 2024 Fiscal Year 7/1/2024-6/30/2025

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 required to notify and warn the inhabitants of the Town of Casco qualified by law to vote in town affairs, to meet at the Crooked River Elementary School on Tuesday, the 11th day of June 2024 from 8:00 a.m. to 8:00 p.m., then and there to act on Articles 1, and 2 as set out below as well as to warn said voters to meet at the Crooked River Elementary School, located at 1437 Poland Spring Road, on Wednesday, the 5th day of June 2024 at 6:00 p.m. in the evening and there to act on Articles 3 through as set out below, to wit;

- Article 1. To elect all necessary town officers by secret ballot. (30-A M.R.S.A., Section 2524).

 The polls for voting on Article 2 will be open at 8:00 a.m. until 8:00 p.m. on June 11, 2024.

 The polls are located at the Crooked River Elementary School at 1437 Poland Spring Road, Casco.
- Article 2. To choose and elect all other town officers required by law to be chosen at such meeting.
- **Article 3.** To choose a moderator to preside at said meeting.
- **Article 4.** To see if the Town will vote to permit municipal administrators or staff, and elected State officials, who are not residents of Casco, to speak as appropriate when recognized by the moderator.

Proposed FY 2024-2025 Operational Budget

Article 5. To see if the Town will vote to raise and appropriate the sum of \$946,764 to fund **ADMINISTRATION**.

	FY25	FY24
	Proposed	Approved
Account	Amount	
Payroll	\$556,864	\$543,934
Services	\$153,200	\$156,100
Supplies/Equipment	\$ 35,000	\$ 38,000
Repairs/Maintenance	\$ 17,000	\$ 10,000
Training/Travel	\$ 15,400	\$ 11,600
Assessing	\$104,300	\$112,075
Legal Service	\$ 35,000	\$ 35,000
Contingency	\$ 30,000	\$ 35,000
Total	\$946,764	\$941,709

Article 6. To see if the Town will vote to raise and appropriate the sum of \$143,437 to fund **CODE ENFORCEMENT**

	FY25	FY24
	Proposed	Approved
Account	Amount	
Code Enforcement	\$143,437	\$143,104
Total	\$143,437	\$143,104

Article 7. To see if the Town will vote to raise and appropriate the sum of \$73,200 to fund PLANNING, PLANNING BOARD AND ZONING BOARD OF APPEALS

	FY25	FY24
	Proposed	Approved
Account	Amount	
Planning Board/ZBA	\$ 5,200	\$ 5,375
Planning Services	\$ 68,000	\$ 0
Total	\$ 73,200	\$ 5,375

SELECTBOARD RECOMMENDS APPROVAL

Article 8. To see if the Town will vote to raise and appropriate the sum of \$358,295 to fund RECREATION, PARKS & BEACHES, FACILITIES, CEMETERIES, OPEN SPACE COMMISSION & VETERAN'S COMMITTEE.

	FY25	FY24
	Proposed	Approved
Account	Amount	
Recreation	\$219,864	\$206,670
Parks & Beaches	\$ 14,000	\$ 13,600
Facilities-CCC, Access Building	\$107,831	\$ 97,100
Cemeteries	\$ 9,100	\$ 10,900
Open Space Commission	\$ 5,000	\$ 2,500
Veterans Committee	\$ 2,500	\$ 2,500
Total	\$358.295	\$333.270

Article 9. To see if the Town will vote to raise and appropriate the sum of \$186,132 to fund **GENERAL ASSISTANCE and DONATION**.

	FY25	FY24
	Proposed	Approved
Account	Amount	
General Assistance	\$ 47,520	\$ 34,500
Home Health Visiting Nurse	\$ 2,300	\$ 4,000
Casco Public Library	\$ 91,200	\$ 88,348
Northern Light Health	\$ 1,000	\$ 1,000
Through These Doors (Family Crisis)	\$ 1,100	\$ 1,100

Total:	\$186,132	\$172,060
Other	\$ 0	\$ 7,100
Crooked River Snowmobile Club	\$ 2,000	\$ 0
American Legion	\$ 1,000	\$ 500
Local Food Pantries	\$ 3,600	\$ 3,600
Pleasant Lake/Parker Pond Assoc.	\$ 4,000	\$ 4,000
Lake Environ. Assoc. Milfoil Project	\$ 5,000	\$ 5,000
Thompson Lake Environ. Assoc.	\$ 2,500	\$ 2,500
Lake Monitoring Program	\$ 3,000	\$ 1,500
Crescent Lake Watershed	\$ 2,000	\$ 1,000
Life Flight	\$ 912	\$ 912
Lake Region Bus Service	\$ 10,000	\$ 10,000
Sebago Lakes Region Chamber	\$ 1,500	\$ 1,000
Opportunity Alliance	\$ 5,000	\$ 5,000
Tri County Counseling	\$1,000	\$ 1,000

Article 10. To see if the Town will vote to raise and appropriate the sum of \$1,258,354 to fund **FIRE RESCUE DEPARTMENT**.

	FY25	FY24
	Proposed	Approved
Account	Amount	
Payroll	\$935,115	\$917,482
Services	\$112,189	\$115,228
Supplies/Equipment	\$110,500	\$108,700
Repairs/Maintenance	\$ 79,550	\$ 73,250
Training/Travel	\$ 21,000	\$ 21,000
Total:	\$1,258,354	\$1,235,660

SELECTBOARD RECOMMENDS APPROVAL

Article 11.To see if the Town will vote to raise and appropriate the sum of \$132,939 to fund **ANIMAL CONTROL & EMERGENCY MANAGEMENT**.

	FY25	FY24
	Proposed	Approved
Account	Amount	
Animal Control	\$127,789	\$112,237
Emergency Management	\$ 5,150	\$ 6,890
Total:	\$132,939	\$119,127

(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.)

Article 12. To see if the Town will vote to raise and appropriate the sum of \$1,031,949 to fund **PUBLIC WORKS/ROADS AND DAMS**.

	FY25	FY24
	Proposed	Approved
Account	Amount	
Payroll	\$166,589	\$131,227
Services	\$623,360	\$620,350
Supplies/Equipment	\$209,000	\$225,700
Repairs/Maintenance	\$ 20,300	\$ 14,000
Training/Travel	\$ 2,700	\$ 3,200
Subtotal Public Works:	\$1,021,949	\$994,477
<u>Dams</u>	\$ 10,000	\$ 5,100
Total:	\$1,031,949	\$999,577

Article 13. To see if the Town will vote to raise and appropriate the sum of \$917,828 to fund **BENEFITS/INSURANCE AND UTILITIES**.

	FY25	FY24
	Proposed	Approved
Account	Amount	
Benefits& Insurance	\$817,328	\$741,637
Utilities	\$100,500	\$105,345
Total:	\$917,828	\$846,982

SELECTBOARD RECOMMENDS APPROVAL

Article 14. To see if the Town will vote to raise and appropriate the sum of \$363,276 to fund **TRANSFER STATION AND BULKY WASTE FACILITY**.

	FY25	FY24
	Proposed	Approved
Account	Amount	
Interlocal	\$375,880	\$376,973
Professional Services	\$ 94,780	\$ 0
Total:	\$470,660	\$376,973

Article 15. To see if the Town will vote to raise and appropriate the sum of \$269,000 to fund **CONTRACTED LAW ENFORCEMENT SERVICE** with Cumberland County Sheriff's Department.

	FY25	FY	24
	Proposed	App	roved
Account	Amount		
Law Enforcement	\$260,000	\$	0

Article 16. 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 2023-2024 fiscal year.

Anticipated non-property tax revenues for fiscal year beginning July 01, 2024 include the following approximation of State and Town Revenues:

		FY 25	FY24
		Proposed	Approved
		Amount	
1.	Excise Tax	\$ 925,000	\$900,000
II.	Municipal Revenue Sharing	\$ 390,000	\$400,000
III.	Homestead Exemption Reimbursement	\$ 165,000	\$173,000
IV.	BETE Reimbursement	\$ 65,000	\$ 60,000
V.	Other Non-Property Taxes	\$ 723,742	\$704,392
	Total ESTIMATED Non-Property Tax Revenue	\$ 2,268,742	\$2,237,392

Article 17. To see if the Town, in accordance with 36 M.R.S.A. Section 505(2) will set the dates that FY 2023-2024 real and personal property taxes are due, as follows: first half shall be due Wednesday October 04, 2024 or 45 days after commitment, whichever date is later, and second half shall be due Wednesday, March 6, 2024 and to charge interest starting fourteen (14) days after each due date.

SELECTBOARD RECOMMENDS APPROVAL

Article 18. To see if the Town, in accordance with 36 M.R.S.A. Section 505(4), will vote that property taxes shall be delinquent if not paid by the dates established in Article 15 and that interest, at the rate of 8.0% per annum, shall be charged on all delinquent property taxes.

SELECTBOARD RECOMMENDS APPROVAL

Article 19. To see if the Town, in accordance with 36 M.R.S.A. Section 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 8.0%.

SELECTBOARD RECOMMENDS APPROVAL

Article 20. 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.A. Section 506.

SELECTBOARD RECOMMENDS APPROVAL

Article 21. To see if the town will vote to authorize the Selectboard, on behalf of the town, to accept and expend state and federal grants, including funding from American Rescue Plan Act (ARPA) 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 and expend 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 2023-2024 fiscal year.

SELECTBOARD RECOMMENDS APPROVAL

Article 22. 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 Select Board 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 Select Board'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 Select Board 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 sell the property to anyone other than the former owner(s).

SELECTBOARD RECOMMENDS APPROVAL

Article 23. 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 Select Board that ownership of the property that is subject to the tax lien mortgage would be contrary to the Town's best interests.

Article 24. 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, 2023 to June 30, 2024.

SELECTBOARD RECOMMENDS APPROVAL

Article 25. To see if the Town will authorize the Selectboard to sell and/or dispose of town-owned assets (excluding land) determined to be obsolete or surplus with a value of \$50,000 or less, under such terms and conditions as they deem advisable.

SELECTBOARD RECOMMENDS APPROVAL

Article 26. To see if the Town will vote to authorize the payment of any tax abatements, including interest, approved by the Selectboard from the property tax overlay, or if necessary, from the unassigned fund balance.

SELECTBOARD RECOMMENDS APPROVAL

Article 27. 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.

SELECTBOARD RECOMMENDS APPROVAL

Article 28. To see if the Town will vote to authorize the Select Board to take all actions necessary to acquire ownership of the Lakeside Cemetery, including undertaking any court or similar legal action required to transfer the Cemetery trust funds to the Town.

SELECTBOARD RECOMMENDS APPROVAL

Proposed FY 2024-2025 Capital Improvement/Equipment Budget

Article 28. To see if the Town will vote to appropriate the sum of \$22,000 from the *American Rescue Plan Act (ARPA)* funds for the purpose of IT server and Software Upgrades.

SELECTBOARD RECOMMENDS APPROVAL

Article 29. To see if the Town will vote to appropriate the sum of \$190,000 from *Unassigned Funds* for removal and replacement of the Town fuel tanks and operating system.

Article 28. To see if the Town will vote to appropriate an additional sum of \$8,500 from *Special Reserve Account Recreation Donations* for the repair and maintenance of Town owned recreational courts (\$21,500 approved with June 15, 2022 warrant).

SELECTBOARD RECOMMENDS APPROVAL

Article 29. To see if the Town will vote appropriate the sum of \$40,000 from the *American Rescue Plan Act (ARPA) funds* for the installation of a water proofing system for the Casco Community Center.

SELECTBOARD RECOMMENDS APPROVAL

Article 30. To see if the Town will vote to appropriate the sum of \$294,440 from the *Road Improvements Capital Reserve Account*, AND \$205,600 from *unassigned funds* for road paving, repairs and ditching as outlined in FY24 Road Repairs RFP (Leach Hill Road, Quaker Ridge Road, Sunny Hill Road, Overlook Lane and Moose Run) for a total cost of \$500,000.

SELECTBOARD RECOMMENDS APPROVAL

Article 31. To see if the Town will vote to appropriate the sum of \$250,00 from *Unassigned Funds* for the repairing, ditching and paving of New Road and South Casco Village Road.

SELECTBOARD RECOMMENDS APPROVAL

Article 32. To see if the Town will vote to appropriate the sum of \$2,706 from the *Casco Community Center Capital Reserve Account* and \$10,294 from *Special Reserve Account Recreation Donations* for the repairs and resealing of Casco Community Center gymnasium floor for a total cost of \$13,000.

SELECTBOARD RECOMMENDS APPROVAL

Article 33. To see if the Town will vote to appropriate the sum of \$25,000 from *American Rescue Plan Act (ARPA) funds* for the purchase and replacing of bleachers located at the Casco Community Center Gymnasium.

SELECTBOARD RECOMMENDS APPROVAL

Article 34. To see if the Town will vote to appropriate the sum of \$6,472 from *American Rescue Plan Act* (ARPA) funds and \$728 from Special Revenue Account Playground for playground safety improvements for a total cost of \$7,200.

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Article 35. To see if the Town will vote to appropriate the sum of \$15,000 from *American Rescue Plan Act (ARPA) funds* for the purchase and replacing of gate located at the Sand and Salt Shed.

SELECTBOARD RECOMMENDS APPROVAL

Article 36. To see if the Town will vote to appropriate the sum of \$15,000 from *Unassigned Funds* for the purchase and replacement of a portion of the Fire Department portable radios.

SELECTBOARD RECOMMENDS APPROVAL

Article 37. To see if the Town will vote to appropriate a sum not to exceed \$45,000 from American Rescue Plan Act (ARPA) funds for the first (1st) of five (5) annual lease purchase payments for a 2023 Backhoe and supplemental attachments. The total cost of lease purchase shall not exceed \$180,000 plus interest.

Financial Statement Applicable to Article 37:

The lease purchases by the Town of Casco is one of the ways in which the Town borrows money for certain purposes. The following is a summary of the bonded indebtedness of the Town of Casco as of the date of the Town Meeting.

Bonds Now Outstanding and Unpaid	\$ 2,739,000
Interest to be Repaid on Outstanding Bonds	<u>\$ 559,958</u>
Total to be Repaid on Bonds Outstanding	\$ 3,298,958

Additional Principal Amount of Bonds Authorized but Not Yet Issued \$ 698,000 Bonds will not be issued, funding for the Memorial Field Project was from unassigned fund balance.

Estimated Cost of Proposed Lease Purchase: At an estimated average interest rate of 5% per annum for a 4-year term the estimated costs associated with this proposed lease purchase will be:

Principal \$ 180,000 Estimated Interest: \$ 17,900 Total principal and estimated interest: \$ 197,900

When money is borrowed by lease purchasing, the Town must repay not only the principal but also interest on the lease purchases. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. The validity of the lease purchase and of the voters' ratification of the lease purchase may not be affected by any errors in the estimates made of the costs involved, including varying interest rates, the estimated cost of interest on the lease purchase amount to be issued and the total cost of principal and interest to be paid at maturity.

/s/ <u>Panela Griffin</u>
Pamela Griffin, Treasurer, Town of Casco

SELECTBOARD RECOMMENDS APPROVAL

Article 38. To see is the Town will vote to appropriate a sum not to exceed \$45,000 from American Rescue Plan Act (ARPA) funds for the first (1st) of five (5) annual lease purchase payments for a 2023 1-ton truck and plow gear. The total cost of the lease purchase shall not exceed \$120,000 plus interest.

Financial Statement Applicable to Article 38:

The lease purchase by the Town of Casco is one of the ways in which the Town borrows money for certain purposes. The following is a summary of the bonded indebtedness of the Town of Casco as of the date of the Town Meeting.

Bonds Now Outstanding and Unpaid	\$ 2,739,000
Interest to be Repaid on Outstanding Bonds	\$ 559,958
Total to be Repaid on Bonds Outstanding	\$ 3,298,958

Additional Principal Amount of Bonds Authorized but Not Yet Issued \$ 698,000 Bonds will not be issued, funding for the Memorial Field Project was from unassigned fund balance.

Estimated Cost of Proposed Lease Purchase: At an estimated average interest rate of 5% per annum for a 5-year term the estimated costs associated with this proposed lease purchase will be:

Principal \$ 120,000 Estimated Interest: \$ 10.600 Total principal and estimated interest: \$ 120,600

When money is borrowed by lease purchasing, the Town must repay not only the principal but also interest. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. The validity of the lease purchase and of the voters' ratification of the lease purchase may not be affected by any errors in the estimates made of the costs involved, including varying interest rates, the estimated cost of interest on the lease purchase amount to be issued and the total cost of principal and interest to be paid at maturity.

/s/ <u>Panela Griffin</u> Pamela Griffin, Treasurer, Town of Casco

SELECTBOARD RECOMMENDS APPROVAL

Given under our hands this 2nd day of May 2023 at Casco, Maine.

Robert MacDonald, Selectboard Chair:	
Scott Avery, Selectboard Vice-Chair:	
Mary- Vienessa Fernandes, Selectboard Member:	
Eugene Connolly, Selectboard Member:	
Grant Plummer, Selectboard Member:	
A true c	copy of the warrant,
Attest:	
Danny	Rean Town Clerk