



Town of Casco

Selectboard Regular Meeting Minutes

March 5, 2024 at 6:00 PM

Casco Community Center

Regular Meeting

PRESENT

Scott Avery

Eugene Connolly

Robert MacDonald

Mary Fernandes

Grant Plummer

1. Review and approval of the meeting agenda

The Selectboard moved to approve the meeting agenda as presented.

Motion made by MacDonald, 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 to approve and sign all bills and open warrants.

Motion made by Connolly, Seconded by Fernandes.

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

3. Approval of Minutes: February 20, 2024

The Selectboard moved to approve the minutes of February 20, 2024 as presented

Motion made by Connolly, Seconded by Fernandes.

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

4. Public Participation for non-Agenda items

Tom Mulkern inquired about the Town dealing with "junk yards" and not junk yards as defined by ordinance.

5. Manager's Update

- A. The Fanfare Concert Band has volunteered to provide free concerts at Casco Day Park for the month of August 2024. The band only requests that we coordinate with local charities to assist with their set-up, advertise the events

and be available for donations from the concert goers. The scheduled concert dates are August 8, 15, 22 and 29.

- B. The Portland Water District does a quarterly publication highlighting their activities. This publication occasionally focuses on individuals or organizations that positively coordinate with them. They recently requested CEO John Wiesemann become the first Code Enforcement Office they highlight in this publication. They interviewed John on 2/28 and publication will be released this summer.
- C. The Trek Across Maine will be utilizing Town of Casco Property for their event on June 15, 2024, as a rest stop, similar to the past two years. The anticipated rest stop will be at the Community Center/Casco Day Park.
- D. Staff is aware of 50 Rabbit Road's posting and a notice of violation already forwarded to the property owner.
- E. The Town recently received approximately \$16,700 in legal fees/fines associated (80K filing) with the previous junkyard at the Dyer Property (941 Quaker Ridge Road). The Town received these funds based on a court filing and the recent sale of the property.
- F. The Town received 2 bids for potential FY25 road projects. Bids were received from Glidden and Shaw Brothers. Glidden bid a total of \$621,914 for the projects (\$395,944 base bid and \$225,920 bid alternate) and Shaw Brothers bid a total of \$666,498.75 (\$430,417.50 base bid and \$234,181,25 bid alternate).

Old Business

- 6. The Selectboard will consider a proposal from Maine Design Workshop for assisting in the implementation of the Comp Plan.

The Selectboard moved to authorize the Town Manager to sign a contract with Maine Design Workshop for planning services associated with modifications to Task # 1 the highlights the services are advisory and not in a leadership role or authority.

Motion made by Connolly, Seconded by MacDonald.

Voting Yea: Avery, Connolly, MacDonald, Fernandes

Voting Nay: Plummer

New Business

- 7. The Selectboard will discuss the proposed SAD # 61 budget with Superintendent Al Smith and his staff.

No Action. Discussion Only

- 8. The Selectboard will discuss the Town Manager's Proposed Budget

No Action. Discussion Only

9. The Selectboard will discuss the recent RFP for improvements to the Bulky Waste and Transfer Station.

No Action. Discussion Only

10. The Selectboard will consider the 01/30/24 Special Town Meeting minutes

The Selectboard moved to approve the January 30, 2024, Special Town Meeting minutes as presented.

Motion made by MacDonald, Seconded by Connolly.

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

11. The Selectboard will discuss creating an Ad Hoc Committee for Vision Zero grant.

The Selectboard moved to approve the development of an ad hoc committee to assist in the Vision Zero grant.

Motion made by MacDonald, Seconded by Avery.

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

12. The Selectboard will consider extending the Planning Board Appointments of Ryan McCallister and Kendra Osborne until June 30, 2024.

The Selectboard moved to extend the appointments of Ryan McAllister and Kendra Osborne on the Planning board until June 30, 2024.

Motion made by Connolly, Seconded by Fernandes.

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

Executive Session

13. Executive Session pursuant to 1 M.R.S.A.405(6)(E) Consultation with legal counsel.

The Selectboard moved to go into executive session pursuant to:

1 M.R.S.A.405(6)(E) Consultation with legal counsel;

To discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for applications 03/05/2024A, 03/05/2024B & 03/05/2024C; and

Pursuant to 1 M.R.S.A.405(6)(F) Poverty Abatement Requests- Case 03/05/2024A at 7:42 pm.

Motion made by Connolly, Seconded by Plummer.

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

14. Executive Session to discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for applications 03/05/2024A, & 03/05/2024B

15. Executive Session pursuant to 1 M.R.S.A.405(6)(F) Poverty Abatement Requests- Case 03/05/2024A

16. Adjournment

The Selectboard came out of Executive Session at 8:40 pm. The Selectboard moved to adjourn at 8:40 pm.

Motion made by MacDonald, Seconded by Avery.

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

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)

03/11/2024 at 5:30 pm Joint Budget Workshop Finance Committee & Selectboard

03/11/2024 at 6:30 pm Regular Planning Board Meeting

03/12/2024 at 5:30 pm Joint Budget Workshop Finance Committee & Selectboard

03/18/2024 at 5:30 pm Joint Budget Workshop Finance Committee & Selectboard

03/19/2024 at 5:30 pm Joint Budget Workshop Finance Committee & Selectboard



Town of Casco

Selectboard Regular Meeting Minutes

February 20, 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. Selectboard Member Robert MacDonald temporarily stepped away from the meeting.

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

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

The Selectboard moved and seconded to approve the bills and signing of all open warrants. Selectboard Member Robert MacDonald temporarily stepped away from the meeting.

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

3. Approval of Minutes: February 6, 2024

The Selectboard moved and seconded to approve the minutes of February 6, 2024 as presented. Selectboard Member Robert MacDonald temporarily stepped away from the meeting.

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

4. Public Participation for non-Agenda items

Tuan Nguyen (Meadow Road) would like to see a discussion regarding the implementation of impact fees.

David Kimball (Meadow Road) asked the Selectboard for a "sponsor" for his future presentation to the board.

Amy Brown (Pine Hill Road) wanted the town to consider making a change to Town Meeting rules and policies. Town Manager Tony Ward explained it is dictated in statute.

5. Manager's Update

- A. The request for bids for the Transfer Station/Bulky Waste project was released by Sebago Technics. This bid request is due on February 22, 2024, at 3:00 pm. The public opening of the bids will occur at 3:00 pm at the Town Office. The bids will be presented to the Casco Naples Transfer Station Council at 6:00 pm that same evening. The mandatory pre-bid meeting had representatives from 8 different companies. To date, two of the companies have requested an additional tour of the facilities as recommended by Sebago Technics.
- B. If the above bid comes within budget, there will be a significant disruption of services at the Bulky Waste/Transfer Station facilities. The Bulky Waste project is scheduled for 16 weeks and requires closer of the Bulky Waste facility. The Transfer Station project is anticipated to be 32 weeks and the current transfer station will be closed during the duration of this project. Assorted options are being explored to ensure that MSW can be dealt with as required by Maine law.
- C. The RFP for FY 25 road projects has been released. Bids on the two phased projects are due by February 25, 2024, at 2:00 pm. A pre-bid meeting occurred on February 15th.
- D. The roads are being posted for weight restriction beginning February 22nd. The posting will advise the weight restrictions will last until May 1, 2024. As always, these weight restrictions can be moved as the roads begin losing frost. A list of all posted roads will be listed on our web site & Facebook accounts. Additionally, the list will be posted at the Town Office and Community Center.
- E. The Community Center Gymnasium will be closed to the public for 3 weeks beginning on March 4th. The closure is due to floor repairs and coating of the floor.
- F. Naples Town Manager and I will be presenting the draft operating and capital budget for the Casco/Naples Transfer Station & Bulky Waste to the Casco Naples Transfer Station Council on February 22, 2024. The proposed budget is seeing some substantial increases in services related to use of 40-yard containers and the associated costs of hauling them.
- G. The Towns of Casco, Naples and Raymond are in the process of updating the Interlocal Agreement for Animal Control Services (ACO). The previous agreement is antiquated and does not represent the current practices. The updated Interlocal Agreement will include additional documents including ACO job description and protocols. In addition, the Town of Harrison voiced interest in participating in this agreement. If this is agreed to by the three Towns, we would create a part time Animal Control Officer position to cover off-duty days. This would increase the hours of coverage while reducing the annual costs to Casco, Naples, and Raymond.

Old Business

6. The Selectboard will consider a proposal from Maine Design Workshop for assisting in the implementation of the Comp Plan.

After considerable discussion, a motion was made to authorize the Town Manager to sign a contract with Maine Design Workshop for planning services associated with items identified as Task #1. There was no second made, so the motion failed.

The Selectboard moved and seconded to table this item until next meeting so more public input can be heard.

Motion made by Avery, Seconded by Plummer.

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

New Business

7. The Selectboard will discuss with Port City Architecture about remodeling on Central Fire Station.

This item was tabled due to illness at Port City Architecture.

8. The Selectboard will consider a catered function license request by Lake region Caterers, Inc.

The Selectboard moved and seconded to approve a catered function license request by Lake region Caterers, Inc.

9. The Selectboard will discuss negotiation with CPond Plowing for FY25 and beyond snow plowing.

Discussion only. No action taken.

10. Selectboard Comments

Gene wanted to extend kudos to our Public Works during our last storm.

Mary also was impressed with the work done during the last storm.

Bob wanted to thank the members of the audience for being willing to attend the meetings and stand up to voice their opinion.

Grant clarified the date the roads will be posted and inquired about the process. Grant also asked Tony to compile a "run down" of the process for Maine Design Workshop and Planning Board and the support associated with Task #2 approved at last meeting. He also requested that Tony review all Planning Board Applications.

Scott wanted to know where we stand financially. He shared details of an email he received from Opportunity Alliance regarding Lake Region Middle School Book Launch Party on March 19th. Scott also shared dates of future meetings and asked Sam Brown to share details about "Snow Moon" event on Saturday, February 24.

11. Adjournment

The Selectboard moved and seconded to adjourn at 7:20 pm.

Motion made by MacDonald, Seconded by Plummer.

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

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Future meeting dates (subject to change)

02/22/2024 at 6:00 pm Casco Naples Transfer Station Council

03/05/2024 at 6:00 pm Regular Selectboard Meeting

03/11/2024 at 5:30 pm Joint Budget Workshop Finance Committee & Selectboard

03/11/2024 at 6:30 pm Regular Planning Board Meeting

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03/18/2024 at 5:30 pm Joint Budget Workshop Finance Committee & Selectboard

03/19/2024 at 5:30 pm Joint Budget Workshop Finance Committee & Selectboard



To: Selectboard
From: Tony Ward, Town Manager
Date: 02-29-2024,
Re: Selectboard meeting 03-05-2024

Below are notes for agenda items for the March 5th meeting

5. Managers Update

- A. The Fanfare Concert Band has volunteered to provide free concerts at Casco Day Park for the month of August 2024. The band only requests that we coordinate with local charities to assist with their set-up, advertise the events and be available for donations from the concert goers. The scheduled concert dates are August 8, 15, 22 and 29.
- B. The Portland Water District does a quarterly publication highlighting their activities. This publication occasionally focuses on individuals or organizations that positively coordinate with them. They recently requested CEO John Wiesemann become the first Code Enforcement Office they highlight in this publication. They interviewed John on 2/28 and publication will be released this summer.
- C. The Trek Across Maine will be utilizing Town of Casco Property for their event on June 15, 2024, as a rest stop, similar to the past two years. The anticipated rest stop will be at the Community Center/Casco Day Park.
- D. Staff is aware of 50 Rabbit Road's posting and a notice of violation already forwarded to the property owner.
- E. The Town recently received approximately \$16,700 in legal fees/fines associated (80K filing) with the previous junkyard at the Dyer Property (941 Quaker Ridge Road). The Town received these funds based on a court filing and the recent sale of the property.
- F. The Town received 2 bids for potential FY25 road projects. Bids were received from Glidden and Shaw Brothers. Glidden bid a total of \$621,914 for the projects (\$395,944 base bid and \$225,920 bid alternate) and Shaw Brothers bid a total of \$666,498.75 (\$430,417.50 base bid and \$234,181,25 bid alternate).

Old Business

6. The Selectboard will consider a proposal from Maine Design Workshop for assisting in the implementation of the Comp Plan.

As previously discussed, the necessity for planning services in the immediate future is necessary based on the passage of the Comprehensive Plan at the Special Town Meeting.

Included in your packet is a proposal by Maine Design Workshop for these services in assisting with the implementation process of the Comprehensive Plan until a full-time planner is hired. The proposal included approximately 130 hours of service ranging from Selectboard guidance to presenting proposals to the Planning Board from the Implementation Committee. This contract could include planning services or guidance on other Planning Board projects, but another contracted planner would be able to assist on these projects. The Selectboard approved Task 2 of the attached agreement, but Task 1 for planning services associated with Comp Plan was tabled.

I spoke with the owner of Maien Design Workshop, and she advised the proposed hours in task 1 can be adjusted, as needed. These hours are adjustable anytime during the agreement based on the Town’s needs whether adding or eliminating some of the Comp Plan Implementation hours.

New Business

7. The Selectboard will discuss the proposed SAD # 61 budget with Superintendent Al Smith and his staff.

Superintendent Al Smith will present the proposed SAD# 61 budget and the effects on Casco’s contribution to their operating budget. Mr. Smith and his staff will provide documents at the meeting.

8. The Selectboard will discuss the Town Manager's Proposed Budget.

Included in your packet is a synopsis of the proposed budget for FY25. This budget includes providing additional services identified by the Selectboard as priorities. The increases associated with the proposed budget are substantial and will have an impact on the mill rate if passed, as presented. Several budgetary areas are sure to incur substantial discussions and the development of priority on Town expenditures. More information will be available prior to the meeting.

Potential discussion points include:

Contracting of contract deputy	\$269,000
Hiring of a full-time planner	\$ 93,714
Including 12 hours per day of FF	\$ 33,283 (Town Manager)
Per diems	\$103, 907 (Fire Chief)

Capital Projects-650 Plow Truck, Meeting Building, rod projects and other capital requests.

9. The Selectboard will discuss the recent RFP for improvements to the Bulky Waste and Transfer Station.

Included in your package is the lone bid placed on the upgrading of the Casco Naples Bulky Waste and Transfer Station facilities. The two Towns originally approved \$ 1.6 million in bonding for the project.

The lone bod for the project came from J Pratt Construction, Inc. Their bid was

Base Bid-Stormwater BMP & Conveyance	\$ 275,000
Alternate A-Bulky Waste	\$ 647,000
Alternate B-MSW Transfer Improvements	<u>\$2,048,000</u>
Total	\$2,970,000

The Casco Naples Transfer Station Council awarded the bid to J Pratt Construction for the Base bid and Alternate A for a total of \$922,000. They additionally requested that Sebago Technics develop an improvement of the Transfer Station that is within a \$600,000 budget.

Some Naples selectboard members are questioning the authority of the Transfer Station Council to make these decisions since the design is different that originally discussed. They believe these changes to the plan must be altered prior to awarding the contract. I discussed with legal counsel and the Transfer Station can award this contract even with the modifications based on their authority and the wording of the Town Meeting warrant article.

10. The Selectboard will consider the 01/30/024 Special Town Meeting minutes

Included in your packet are draft minutes from the January 30, 2024 Special Town Meeting.

11. The Selectboard will discuss creating an Ad Hoc Committee for Vision Zero grant.

The Town received a Resiliency grant in 2023 for development of a Vision Zero Plan. Our grant application included the development of a 5-person ad hoc committee to assist in the community outreach and development of a Vision Zero plan. This committee is anticipated meeting monthly for a 6-month period.

Scott Vlaun of the Center for Ecology Based Economy will be sending an e-mail to all residents that attended the open discussions led by CEBE and advise them about the creation of this ad hoc committee.

12. The Selectboard will consider extending the Planning Board Appointments of Ryan McAllister and Kendra Osborne until June 30, 2024.

Ryan McAllister and Kendra Osborne’s terms on the Planning Board are set to expire in March 2024. The Board most recent Board and Committee appointment policy identifies that future terms last thru June 30th of the expiring year. To comply with the updated policy, I am recommending that the Selectboard extend their appointments until June 30, 2024. This allows for future compliance with the policy and permits Planning board business to continue until July of 2024.

Planning Technical Assistance General Agreement

SUMMARY

This professional Services Agreement is made by and between Vanessa L. Farr, Principal/Planner, Maine Design Workshop “Consultant”) of 45 Beech Hill Road, Freeport, Maine 04032 and Town of Casco “Client” of 635 Meadow Road, Casco, Maine 04015 with an effective date of _____, “Effective Date”.

The parties agree as follows:

A. DESCRIPTION OF SERVICES

The Consultant will provide the Town of Casco with Planning Technical Assistance in support of the Casco Comprehensive Plan with the scope of services identified herein under “Attachment A Scope of Work”. The Consultant will provide direct technical support to the Comprehensive Plan Implementation Committee, and collaborate with staff, as needed, to coordinate implementation tasks. The Consultant will work closely with and report to the Town Manager, who will supervise efforts performed under this agreement.

B. STANDARD OF CARE

All services provided by Consultant under this Agreement will be performed in a manner consistent with the professional care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances in accordance with the governing codes and regulations adopted at the time of this Agreement. No other warranty or representation, either expressed or implied, is included or intended in our proposal, contracts, plans and specifications, or reports.

C. TERM OF AGREEMENT

The term of this Agreement shall be for the successful completion of that portion of the scope of services identified as to be performed by Consultant, or one (1) year from the date of its execution, whichever comes first.

D. PROJECT SCHEDULE

The Scope of Work assumes a six-month period of technical assistance to complete Task 1. Any work activated by Task 2 shall be performed per schedule as agreed upon by and between Client and Consultant.

E. PROJECT BUDGET

The Consultant will provide the services described herein under Attachment A Scope of Work, Task 1 for an estimated fee of \$18,500. Consultant, as project manager, reserves the right to adjust staff hours and re-allocate direct expenses.

F. EXPENSES

Any direct expenses incurred during the performance of this work shall be reimbursed by the Town of Casco, with exception to mileage. The Consultant agrees to waive mileage.

G. PAYMENT

Consultant shall submit a monthly invoice and documentation of hours spent on the project. The hourly rate for professional planning services is \$140/hr. Invoices shall be payable within 30 days of receipt. If the payments of the invoices are not maintained as current, Consultant may, upon written notice to the Client, suspend further work until payments are brought current.

H. REPRESENTATIVES

The Consultant identifies that the Town Manager or his/her authorized designee, shall act as the Town's representative in all dealings with the Consultant. The Consultant identifies that Vanessa L. Farr, Principal, shall act as the Client's representative in all dealings with the Client.

I. PERSONNEL, INDEPENDENT CONTRACTOR

Consultant recognizes that she is an independent contractor, and that performance of services under this Agreement does not make her an officer or employee of the Town of Casco.

J. DOCUMENTS

The Client agrees to furnish or provide access to Consultant any information or material in its possession that is relevant to performance hereunder and Consultant staff will cooperate with Consultant to provide the same. The Consultant will not, without the Town's written consent, disclose, or permit disclosure, by any officer, employee, or agent or subcontractor of either party, of any information or material furnished or generated under this Agreement.

All documents and reports developed under this Agreement shall become the property of the Town and be promptly delivered to the Town upon request. All working papers shall be and

remain the property of Consultant, but Consultant shall make said work papers available to the Town of Casco upon the Town's request.

Consultant shall be responsible for the protection and/or replacement of any work or material in its possession, including materials provided to them by the Town.

K. DISPUTE RESOLUTION

1. This Agreement shall be governed by the laws, rules, and regulations of the state of Maine. Both parties agree that they will initially attempt to resolve disputes through discussions among principals appointed by each Party. Failing resolution, the Parties shall attempt to resolve disputes through mediation conducted in accordance with the Mediation Rules of the American Arbitration Association. Mediation shall take place in Cumberland County and the Parties shall equally share in the cost of the mediator.

2. The parties agree that any and all disputes arising out of or in any way relating to this Agreement, or the breach thereof, and which cannot be resolved through discussion or mediation, shall be finally resolved by a court having jurisdiction in Cumberland County.

3. Waiver of a jury trial. The Consultant specifically waives any right to a trial by jury in any court with respect to any contractual, tortious or statutory claim, counterclaim or cross-claim against the other arising out of or connected in any way to the project or this agreement because the parties hereto, both of whom are represented by counsel, believe that the complex commercial and professional aspects of their dealings with one another make a jury determination neither desirable nor appropriate.

4. In the event of any dispute between the Town and Consultant due in whole or in part to any act or omission of the other party or relating to the agreement, each party agrees that it shall only assert its claim against the other. Notwithstanding anything to the contrary contained in any other provision of this agreement, the directors, officers, partners, members, agents, or employees of the Town, the Consultant shall not have any personal liability under this agreement for any obligation at any time, it being understood that each party shall look solely to the other party for the satisfaction of any claim such party has against the other party, their directors, officers, partners, agents, or employees of any of them.

L. TERMINATION

This Agreement may be terminated at any time by (a) mutual consent of the parties, (b) either party after written notice of default if the defaulting party fails to cure the default within seven (7) calendar days; or (c) by the Consultant, without cause, for the Consultant's convenience, upon seven (7) calendar days written notice. In the event of a termination pursuant to Paragraph M(a) or M(c), Consultant will be paid all monies earned by Consultant under the terms of this Agreement as of the effective date of termination. Under no circumstances shall Consultant be entitled to payment for Services not performed by Consultant or for any alleged lost net profit on Services not performed by Consultant.

M. RISK ALLOCATION, LIMIT OF LIABILITY

1. The Client agrees that to the fullest extent permitted by law, Consultant's total liability to Client for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this Agreement from any claim or claims, whether based in contract, negligence, professional negligence, breach of warranty or any other theories of liability, shall not exceed the total amount of the fees.
2. Notwithstanding anything to the contrary contained in any other provision of this Agreement, Client and Consultant mutually waive against each other consequential damages for claims, disputes and other matters in question arising out of or relating to this Agreement including without limitation, loss of use, loss of profits, and all consequential damages due to either party's termination of this Agreement.
3. Client and Consultant agree that Consultant has no control over software, hardware, computer or other technology caused errors and, as such, has no responsibility for them.

N. NOTICES

All notices required or permitted under this Agreement shall be in writing and shall be deemed sufficiently served if sent by First Class Mail addressed as follows, or such other address as they may designate in writing from time to time:

Town of Casco:
Attn: Anthony Ward
Title: Town Manager
635 Meadow Road,
Casco, Maine 04015

CONSULTANT:
Maine Design Workshop
Attn: Vanessa L. Farr
Title: Principal
45 Beech Hill Road,
Freeport, Maine 04032

P. COMPLIANCE WITH LAW

In its performance under this Agreement, Consultant will comply with all applicable federal, State of Maine, and local laws, including but not limited to all laws prohibiting discrimination in employment on the basis of race, color, religion, national origin, mental or physical handicap, age, gender or sexual orientation.

IN WITNESS WHEREOF, the Town of Casco has caused this Agreement to be signed by Tony Ward, its Town Manager, thereunto duly authorized, and Vanessa L. Farr, Principal, Maine Design Workshop has caused this Agreement, thereunto duly authorized, the day and date first above written.

Maine Design Workshop

Vanessa L. Farr, Principal / Planner

Town of Casco

Anthony Ward, Town Manager

Attachment A

Scope of Work

Task 1 Implementation of the Comprehensive Plan

- Establishment of Committee. Facilitate meeting with the Select Board to provide guidance regarding interview and recruitment process for establishing the Comprehensive Plan Implementation Committee (CPIC). Provide a draft set of interview questions in advance of workshop. Provide a draft roles/responsibilities of the CPIC for Select Board consideration. (6 hours)
- Roles and Responsibilities for Implementing the Plan. Facilitate a joint workshop of the Select Board and newly appointed Comprehensive Plan Implementation Committee (CPC) to educate each Board about their individual roles and responsibilities regarding plan implementation, and how the Board and Committee overlap. Develop a brief booklet and presentation for ongoing board reference. (6 hours)
- Roles of Staff. Meet with Town Staff to educate and create shared understanding about their individual and department roles implementing the Comprehensive Plan (3 hours)
- Onboard CPC. Meet with the CPC to educate and level set about the plan framework, goals, and strategies of the plan. (3 hours)
 - Develop 1 Year Work Plan After CPC is comfortable with roles and responsibilities, facilitate CPC to develop a work plan for year 1 implementation. (3 hours)
 - With CPC, attend workshop with Planning Board to discuss work plan and how its work interrelates (4 hours)
 - Based on outcomes of joint workshop, facilitate joint workshop of CPC and Select Board to finalize work plan. (3 hours)
- Meet once / month for six months to provide technical assistance and professional guidance to the CPC. (1 prep, 2 meet, 1 drive = 4 hours x 6 meetings = 24 hours)
 - Assist with tasks including but not limited to: goal setting, light ordinance updates, public education and outreach, grant writing, strengthening partnerships, proposal writing, meeting with staff, Boards and Committees regarding advancing implementation strategies. (10 hours x 6 months = 60 hours)
 - In month 6, facilitate a joint meeting of Planning Board, Select Board, CPC and Staff to evaluate progress. (4 hours)
- Support Plan Certification. With Chair, meet with staff and DACF Municipal Planning Assistance program and support the State review and certification process. Provide technical support to answer any department questions that may arise from review (12 hours)
- Advisory Guidance to Select Board. Attend the annual goal-setting workshop, or prepare a memo for the Select Board in advance of the workshop to provide recommendations to the Board for its work plan and annual budget process. (3 hours)

Approximately 130 hours

Task 2 General Planning Consulting Service

This task and subtasks envisions providing as needed on-call planning services. For project development review, after transmitting a copy of the proposed application, I will provide an estimate of hours/effort to review and prepare documents for the Planning Board prior to commencing work.

- Provide on-call technical support to the Town Manager and Select Board to perform the following:
 - Interpret and apply applicable state, county, and local statute, codes, ordinances, and regulations
 - Review proposed development projects (subdivision, site plan, contract zone) for compliance with municipal land codes, standards, and design guidelines, and consistency with the Town's adopted Comprehensive Plan. Prepare review memos and findings of fact; Provide technical information to the Code Enforcement Officer and Chair of the Planning Board when reviewing applications for development, interpreting and enforcing local ordinances.
 - Meet with businesses, property owners, and applicants to explain the town's land use regulations and development procedures; provides helpful guidance as applicants prepare to submit development projects.
 - Attend Planning Board meetings and meetings of the Select Board, as requested.
 - Provide general guidance and technical capacity on an as needed basis in planning, zoning, local economic development, housing and environmental planning.

Hourly time estimate to be provided by Consultant, and agreed upon by Client as services are requested, compensated per the hourly rate identified in this Agreement.

**Maine School Administrative District #61
2024-25 Cost Center Summary (7.78%)**

		2 Years Prior Actual 7/1/2022 - 6/30/2023	1 Year Prior Revised 7/1/2023 - 6/30/2024	Budget Total 7/1/2024 - 6/30/2025	Budget Difference
ARTICLE 1 - REGULAR INSTRUCTION					
SBES Grades 3-5 Instruction		825,045.07	864,940.98	883,953.38	19,012.40
SBES Grades K-2 Instruction		763,229.96	846,064.97	914,419.15	68,354.18
SBES Grades K-2 Intervention Supports	POSITIONS ADDED:	45,548.13	39,016.57	44,034.74	5,018.17
SBES Pre-K Programming	Pre-K at SLS/SBES	0.00	0.00	166,169.81	166,169.81
SBES Extended Studies (G/T)	1 Teacher at SLS	52,880.51	98,560.64	99,194.55	633.91
CRES Grades 3-5 Instruction	1 Dean of Students at LRMS	1,330,437.71	1,498,143.85	1,443,615.04	(54,528.81)
CRES Extended Studies (G/T)	2 Ed Techs at LRHS(Student Services	100,748.78	99,972.60	87,233.43	(12,739.17)
SLS Grades K-2 Instruction	Liaison, Learning Lab)	1,064,117.63	1,273,034.31	1,480,453.79	207,419.48
SLS Grades K-2 Intervention Supports	*	0.00	69,946.45	76,897.78	6,951.33
SLS Pre-K Programming	POSITION REDUCTIONS:	0.00	0.00	163,461.30	163,461.30
SLS Extended Studies (G/T)	1 Teacher reduced at CRES	9,021.88	10,583.29	9,590.94	(992.35)
LRMS Grades 6-8 Instruction	2 Teachers at LRMS	2,602,119.76	2,873,110.74	2,830,220.22	(42,890.52)
LRMS Extended Studies (G/T)	1 Teacher at LRHS	85,195.04	85,063.37	90,356.64	5,293.27
LRHS Grades 9-12 Instruction	1 Study Hall Monitor at LRHS	3,470,317.75	3,635,182.48	3,835,137.12	199,954.64
LRHS Extended Studies (G/T)		15,976.37	24,229.50	14,414.95	(9,814.55)
English Language Learners		39,801.43	30,663.17	33,897.28	3,234.11
Article 1 Totals		10,404,440.02	11,448,512.92	12,173,050.12	724,537.20
ARTICLE 2 - SPECIAL EDUCATION					
SBES Resource Instruction		224,374.10	258,239.29	220,917.62	(37,321.67)
SBES Self-Cont/Day Treatment		456,564.78	500,659.56	549,273.35	48,613.79
SBES Social Work Services		14,526.02	21,514.58	47,947.96	26,433.38
SBES Psychologist Services		21,035.91	58,149.36	48,012.50	(10,136.86)
SBES Speech/Language Services		100,998.53	100,412.46	108,032.57	7,620.11
SBES Occupational Therapy Services		39,488.53	35,604.76	37,455.97	1,851.21
SBES Physical Therapy Services		5,385.69	4,050.00	4,050.00	0.00
CRES Resource Instruction	POSITIONS ADDED:	176,146.71	227,387.74	214,592.60	(12,795.14)
CRES Self-Cont/Day Treatment	2.5 Ed Techs at SLS	315,570.71	353,837.06	399,123.78	45,286.72
CRES Social Work Services	40% Speech Services	44,153.46	41,599.93	49,029.18	7,429.25
CRES Psychologist Services	*	22,955.63	48,602.87	58,719.02	10,116.15
CRES Speech/Language Services	POSITION REDUCTIONS:	27,751.61	44,256.27	41,863.71	(2,392.56)
CRES Occupational Therapy Services	2 Teachers, 1 at SBES, 1 at LRMS	36,958.13	38,826.31	45,511.25	6,684.94
CRES Physical Therapy Services		12,275.40	4,050.00	4,050.00	0.00
SLS Resource Instruction		108,044.42	133,185.59	159,415.94	26,230.35
SLS Self-Cont/Day Treatment		298,862.62	392,211.01	428,614.73	36,403.72
SLS Social Work Services		29,439.32	27,833.61	32,785.45	4,951.84
SLS Special Ed Healthcare Technician		0.00	0.00	35,810.38	35,810.38
SLS Psychologist Services		22,957.34	48,950.87	40,815.74	(8,135.43)
SLS Speech/Language Services		27,752.56	44,356.27	56,619.57	12,263.74

					Item 7.#	
SLS Occupational Therapy Services		31,507.49	26,797.44	28,213.66		
SLS Physical Therapy Services		5,384.24	4,050.00	4,050.00	0.00	
LRMS Resource Instruction		269,495.81	419,997.40	339,632.82	(80,364.58)	
LRMS Self-Cont/Day Treatment		508,124.55	573,459.68	676,874.90	103,415.22	
LRMS Social Work Services		79,581.86	103,847.78	109,238.38	5,390.60	
LRMS Psychologist Services		58,744.46	50,648.42	114,396.30	63,747.88	
LRMS Speech/Language Services		50,806.00	80,210.42	95,218.50	15,008.08	
LRMS Occupational Therapy Services		22,698.60	22,224.37	23,407.38	1,183.01	
LRMS Physical Therapy Services		8,188.24	6,100.00	6,075.00	(25.00)	
LRHS Resource Instruction		597,989.87	702,308.26	651,734.67	(50,573.59)	
LRHS Self-Cont/Day Treatment	An increase in challenging behaviors have necessitated more students being placed out of district	463,024.17	458,306.49	623,418.40	165,111.91	
LRHS Social Work Services		170,056.01	174,156.08	179,688.66	5,532.58	
LRHS Special Ed Healthcare Technician		36,019.16	43,737.29	0.00	(43,737.29)	
LRHS Psychologist Services		57,899.79	98,044.44	73,731.35	(24,313.09)	
LRHS Speech/Language Services		14,326.49	18,869.32	19,783.64	914.32	
LRHS Occupational Therapy Services		8,959.89	9,224.15	9,681.56	457.41	
LRHS Physical Therapy Services		10,145.18	6,100.00	6,075.00	(25.00)	
Special Ed Administration		684,337.39	711,262.43	739,482.79	28,220.36	
Tuition to Private Schools - Elementary		150,882.00	275,000.00	500,000.00	225,000.00	
Tuition to Private Schools - Secondary		56,862.00	150,000.00	300,000.00	150,000.00	
Special Ed Hospital/Homebound Tutoring		3,451.19	5,500.00	5,500.00	0.00	
Extended School Year Services		1,779.73	21,805.45	26,734.88	4,929.43	
Article 2 totals			5,294,079.25	6,345,376.96	7,115,579.21	770,202.25
ARTICLE 3-CAREER & TECH EDUCATION						
LRVC Student Services Coordinator		79,384.56	83,977.26	87,176.19	3,198.93	
LRVC Technology Services		10,163.36	20,577.93	16,490.98	(4,086.95)	
LRVC Administration		213,040.12	215,892.17	236,744.08	20,851.91	
LRVC Custodial/Maintenance Services		158,901.46	149,000.48	205,354.47	56,353.99	
LRVC Field Trips		2,750.85	4,050.00	4,248.00	198.00	
LRVC Construction Technology		111,155.47	123,415.37	129,341.64	5,926.27	
LRVC Health Occupations I & II	POSITION REDUCTIONS:	110,473.14	133,725.31	159,876.41	26,151.10	
LRVC Culinary Arts	CO-OP Teacher to half-time	131,546.24	138,132.04	144,146.45	6,014.41	
LRVC Early Childhood Education	1 Ed Tech	99,418.68	106,853.78	112,068.20	5,214.42	
LRVC Advanced Technologies		84,772.45	94,909.05	93,703.58	(1,205.47)	
LRVC Law Enforcement		102,193.56	112,001.05	117,198.59	5,197.54	
LRVC Automotive Technologies		72,168.49	97,130.67	101,504.75	4,374.08	
LRVC Cooperative Education		81,447.43	88,040.54	52,959.28	(35,081.26)	
LRVC Diversified Occupations		487,950.26	496,515.75	470,277.73	(26,238.02)	
LRVC Career & Tech Exploratory Program		132,334.43	123,186.05	130,258.59	7,072.54	
Article 3 Totals		1,877,700.50	1,987,407.45	2,061,348.94	73,941.49	

		2 Years Prior Actual	1 Year Prior Revised	Budget Total	Item 7.#
		7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2024 - 6/30/2025	Budget Difference
ARTICLE 4 - OTHER INSTRUCTION					
LRMS Co-Curricular Activities	1 Unified Sports Stipend added	19,906.72	33,432.26	34,821.95	1,389.69
LRMS Athletic Activities		133,420.17	159,832.47	182,710.32	22,877.85
LRHS Summer Instruction/Credit Recovery		7,521.22	15,945.00	16,013.00	68.00
LRHS Co-Curricular Activities		55,280.97	78,179.81	82,670.53	4,490.72
LRHS Athletic Activities		497,383.84	533,964.07	570,514.57	36,550.50
Article 4 total		713,512.92	821,353.61	886,730.37	65,376.76
ARTICLE 5 - STUDENT & STAFF SUPP					
SBES Regular Ed Social Work Services	POSITIONS ADDED: 3 Social Workers, LRMS, SBES, CRES/SLS 1 Nurse - District-Wide * TECHNOLOGY: Network upgrade at LRHS	0.00	0.00	94,925.31	94,925.31
SBES Guidance Services		66,576.57	74,517.40	81,175.58	6,658.18
SBES Nurse Services		59,025.03	86,323.65	89,387.64	3,063.99
SBES Regular Ed Psychologist Services		3,436.62	4,064.46	5,037.21	972.75
SBES Library/Media Services		29,757.97	30,792.21	50,525.93	19,733.72
SBES Technology Services		122,090.35	142,205.32	124,828.66	(17,376.66)
CRES Regular Ed Social Work Services		0.00	0.00	55,712.97	55,712.97
CRES Guidance Services		95,777.48	102,291.05	107,734.59	5,443.54
CRES Nurse Services		103,479.36	102,337.51	108,011.94	5,674.43
CRES Regular Ed Psychologist Services		3,509.37	4,233.65	4,424.82	191.17
CRES Library/Media Services		2,897.67	29,818.32	32,619.98	2,801.66
CRES Technology Services		83,716.44	99,924.64	62,190.00	(37,734.64)
SLS Regular Ed Social Work Services		0.00	0.00	55,713.97	55,713.97
SLS Guidance Services		60,146.95	80,128.08	79,809.75	(318.33)
SLS Nurse Services		81,981.81	89,702.83	92,417.64	2,714.81
SLS Regular Ed Psychologist Services		3,509.37	4,233.65	4,424.82	191.17
SLS Library/Media Services		61,221.72	60,126.37	63,952.00	3,825.63
SLS Technology Services		43,262.11	67,377.04	56,788.84	(10,588.20)
LRMS Regular Ed Social Work Services		0.00	0.00	76,940.77	76,940.77
LRMS Guidance Services		165,897.25	174,255.84	218,069.31	43,813.47
LRMS Nurse Services		89,230.97	97,612.25	132,441.06	34,828.81
LRMS Regular Ed Psychologist Services		5,664.81	5,926.62	4,424.65	(1,501.97)
LRMS Library/Media Services		45,971.02	60,890.27	58,604.87	(2,285.40)
LRMS Technology Services		75,191.62	95,379.28	102,852.93	7,473.65
LRHS Regular Ed Social Work Services		105,656.83	114,463.54	119,400.41	4,936.87
LRHS Guidance Services		285,490.53	326,222.06	347,790.86	21,568.80
LRHS Nurse Services		95,492.03	101,130.62	132,797.27	31,666.65
LRHS Regular Ed Psychologist Services		5,680.81	5,947.62	5,051.21	(896.41)
LRHS Library/Media Services		162,906.49	182,955.12	186,127.06	3,171.94
LRHS Technology Services		107,106.99	132,034.14	227,730.30	95,696.16
Curriculum and Instruction Support		176,143.52	301,055.67	331,830.64	30,774.97
Student Assessment/Testing	19,784.76	20,250.00	10,987.00	(9,263.00)	
District-Wide Technology Services	345,499.71	417,636.44	415,941.49	(1,694.95)	
504/ADA Services	41,336.48	52,699.98	67,539.29	14,839.14	
Article 5 Totals		2,547,442.64	3,066,535.63	3,608,210.77	541,675.14

		2 Years Prior Actual	1 Year Prior Revised	Budget Total	Item 7.#
		7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2024 - 6/30/2025	Budget Difference
ARTICLE 6 - SYSTEM ADMIN					
School Board of Directors		94,582.52	99,946.00	102,430.00	2,484.00
Superintendent's Office	Includes \$110,000 for the new State Paid Family Medical Leave Law (1% of wages)	427,644.88	460,493.28	461,162.59	669.31
Business Office		476,823.27	512,050.91	642,427.69	130,376.78
Personnel/Unemployment Costs		535.75	15,073.00	15,073.00	0.00
Article 6 Totals		999,586.42	1,087,563.19	1,221,093.28	133,530.09
ARTICLE 7 - SCHOOL ADMIN					
SBES School Administration		241,139.95	267,592.97	271,658.47	4,065.50
CRES School Administration		221,122.12	239,431.96	265,601.19	26,169.23
SLS School Administration		246,986.33	274,334.09	281,934.31	7,600.22
LRMS School Administration		389,017.93	419,891.45	453,237.78	33,346.33
LRHS School Administration		510,202.76	549,514.84	581,415.31	31,900.47
LRHS Graduation/Accreditation		16,632.81	21,500.00	21,750.00	250.00
Article 7 Totals		1,625,101.90	1,772,265.31	1,875,597.06	103,331.75
ARTICLE 8 - TRANSPORTATION					
Regular Transportation	Pre-K Transp- ESSER funds ended	1,771,238.40	1,799,372.97	1,881,043.27	81,670.30
Special Ed Transportation		96,928.80	172,108.86	173,805.72	1,696.86
Article 8 Totals		1,868,167.20	1,971,481.83	2,054,848.99	83,367.16
ART 9 - FACILITIES & MAINT					
SBES Custodial/Maintenance Services		492,722.27	454,014.45	496,936.72	42,922.27
CRES Custodial/Maintenance Services		310,867.05	326,142.33	339,833.42	13,691.09
SLS Custodial/Maintenance Services		394,521.48	403,113.04	461,805.45	58,692.41
LRMS Custodial/Maintenance Services	Adjustments are due to what facilities projects are needed	499,985.85	487,011.81	558,534.01	71,522.20
LRHS Custodial/Maintenance Services		914,230.00	923,906.54	822,992.33	(100,914.21)
District-Wide Maintenance Services	*	1,131,166.07	1,063,950.72	1,154,049.80	90,099.08
Revolving Renovation Fund	SLS Revolving Renovation Fund Water Treatment project is now paid in full.	66,409.70	66,409.00	52,147.00	(14,262.00)
Central Office Custodial/Maintenance Services		23,071.73	36,344.81	38,857.31	2,512.50
Bus Garage Custodial/Maintenance Services		75,466.32	62,409.81	76,859.31	14,449.50
BMS/Grandstand Custodial/Maintenance Services		8,749.96	7,535.00	14,567.00	7,032.00
Special Ed Office Custodial/Maintenance Services		25,650.70	33,154.59	26,188.19	(6,966.40)
Article 9 Totals		3,942,841.13	3,863,992.10	4,042,770.54	178,778.44
ARTICLE 10 - DEBT SERVICE					
Article 10 Totals	Annual reduction of interest as Principal is pa	1,382,000.37	1,855,141.00	1,847,688.00	(7,453.00)
ART 11-ALL OTHER EXPENDITURES					
Article 11 Totals	Community Use of Facilities	50,000.00	50,000.00	50,000.00	0.00
GENERAL FUND TOTAL		30,704,872.35	34,269,630.00	36,936,917.28	2,667,287.28

	2 Years Prior Actual	1 Year Prior Revised	Budget Total	Budget Difference
	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2024 - 6/30/2025	
ADULT EDUCATION PROGRAM				
6310 Certified Nurses Aide Program	741	10,521	10,465	(56)
2610 Operations/Maintenance	24,908	38,211	27,423	(10,787)
6300 Adult Vocational Programs	10,074	30,414	30,100	(314)
6500 Learning Center Program	39,732	82,824	85,365	2,541
6600 Adult Literacy	13,874	31,529	31,769	240
2120 Guidance/Student Support	66,381	87,013	91,421	4,408
2230 Instructional Technology	15,303	18,749	15,549	(3,199)
2300 Adult Ed Administration	218,811	274,972	298,976	24,004
6200 Adult Ed Enrichment	3,111	5,182	6,180	998
Article Totals	392,934	579,414	597,248	17,834

			2024-25	
			Add To	Expend From
RESERVE FUNDS				
Capital Reserve Fund	Support Pre-K and Social Workers		0	(300,000)
Facilities/Maintenance Reserve Fund			0	0
Transportation Reserve Fund			0	0
Instructional Reserve Fund	Support Pre-K and Social Workers		450,000	(600,000)

2024-25 ESTIMATED TOWN ASSESSMENTS		2024-25 EPS Local Cont.	Add'l Local	Adult Ed	Total Local Cont.	Inc/(Dec)
Bridgton	5.41%	7,460,609	3,658,445	120,246	11,239,300	576,836
Casco	4.38%	4,752,344	2,329,617	76,570	7,158,531	300,698
Naples	5.79%	5,803,557	2,678,989	88,053	8,570,599	468,818
Totals		18,016,510	8,667,052	284,868	26,968,430	1,346,352

2023-24 TOWN ASSESSMENTS		2023-24 EPS Local Cont.	Add'l Local	Adult Ed	Total Local Cont.	Inc/(Dec)
Bridgton	7.27%	7,509,181	3,033,376	119,906	10,662,463	768,050
Casco	6.80%	4,853,807	1,927,821	76,205	6,857,833	531,548
Naples	8.57%	5,767,684	2,245,341	88,758	8,101,783	606,285
Totals		18,130,672	7,206,538	284,868	25,622,078	1,905,883

					State Mil Increase (\$502,837)	
					State Pd FMLA (\$110,000)	

OBJECT CODES AS A % OF THE GEN FUND BUDGET	Budget	% of Budget	Inc/(Dec)		
Salaries	22,299,800	60.37%	1,357,982	Bridgton	266,503
Benefits	7,417,343	20.08%	673,798	Casco	102,747
Purchased Services	2,601,541	7.04%	541,743	Naples	243,587
Supplies & Equipment	2,406,407	6.51%	13,031		
Other/Misc. (Includes \$110,000 for new State Paid FMLA)	2,211,826	5.99%	80,734		
Totals	36,936,917	100%	2,667,288		

Salaries & Benefits	29,717,143	80.45%	5.93% of the 7.78% Inc		
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M.S.A.D. #61
HISTORICAL TOWN TAX ASSESSMENT INFORMATION

Town Inc(Dec)	EST 2024-25	2023-24 Inc Generators	2022-23	2021-22	2020-21	2019-20	2018-19
Bridgton	11,239,300	10,662,464	9,894,413	9,597,302	9,823,004	9,631,663	9,263,856
Inc/Dec	576,836	768,051	297,111	(225,702)	191,341	367,807	(479,284)
Casco	7,158,531	6,857,833	6,326,285	6,493,404	6,639,062	6,545,475	6,369,442
Inc/Dec	300,698	531,548	(167,119)	(145,658)	93,587	176,033	(298,030)
Naples	8,570,599	8,101,781	7,495,498	8,012,527	7,926,467	7,802,444	7,527,092
Inc/Dec	468,818	606,283	(517,029)	86,060	124,023	275,352	22,447
Total	26,968,430	25,622,078	23,716,196	24,103,233	24,388,533	23,979,582	23,160,390
Inc/Dec	1,346,352	1,905,882	(387,037)	(285,300)	408,951	819,192	(754,867)

7-Year Avg
213,737
70,151
152,279
436,168

M.S.A.D. #61
2024-25 GENERAL BUDGET INFORMATION

Some general information regarding the 2024-25 budget:

1. We received the ED279 from the DOE on January 19th with an overall decrease of \$149,000
 - CTE Funding has increased by \$41,000. This is mostly due to increased enrollments.
 - We had a \$149,000 decrease in subsidy due to adjustments in economically disadvantaged funding due to rates increasing across the state.
 - Special Ed subsidy had an increase of \$100,000, due to an increase in population and services.
 - The State Mil rate increase added more than \$500,000 more to local requirement.
2. The State is implementing and “State” paid Family Medical Leave. The State will be collecting 1% of wages from employers to fund this new program. They will start collecting this from us in January of 2025 which means we need to budget for it now. We have included \$110,000 in this budget for this initiative. Keep in mind that this is just for half a year.
3. The budget that has been recommended to the Board by the Finance Committee is currently at \$36,936,917 or 7.78%. 5.93% of this is salary and benefit increases. Salaries and benefits are more than 80% of the budget.
4. Initial budget requests totaled just under \$38 million or just over a 10% increase and this total did not include \$1.24 million in new staff requests.
5. Of the \$1.24 million in new staff requests, 10 positions have been added totaling \$604,899 with most of these being offset with 8.5 staff reductions totaling \$542,358 leaving a net increase of \$62,541.
6. Pre-K has also been added to this budget after being funded by ESSER funds for 2 years. This increase to the general budget is approximately \$395,000.
7. Health Insurance increases were budgeted at 6% as that is the cap in most of the negotiated agreements and 10% where there is no cap. We will not know the new rates until late March, early April.
8. Equipment requests (besides MLTI) totaled \$347,854 (which include 1 bus), we have removed \$253,000 from these requests.
9. Operation/Maintenance special projects totaled \$303,500, \$91,500 has been removed.
10. ESSER carryover funds will be ending September 30, 2024. We will have the summer to spend any remaining funds which we will use for PD, Technology and a mini bus.

Casco Proposed Budget FY25

EXPENSE COMPARISON

DEPARTMENTS	APPROVED FY24	MANAGERS PROPOSED FY25	\$ INCREASE OR DECREASE	% INCREASE OR DECREASE
ADMINISTRATION	\$ 759,633	\$ 777,284	\$ 17,651	2.32%
ASSESSING	\$ 112,075	\$ 104,300	\$ (7,775)	-6.94%
LEGAL	\$ 35,000	\$ 35,000	\$ -	0.00%
CONTINGENCY	\$ 35,000	\$ 30,000	\$ (5,000)	-14.29%
CODE ENFORCEMENT	\$ 143,104	\$ 143,437	\$ 333	0.23%
PLANNING AND ZONING	\$ 5,375	\$ 75,600	\$ 70,225	1306.51%
RECREATION	\$ 206,670	\$ 219,864	\$ 13,194	6.38%
PARKS & BEACHES	\$ 13,600	\$ 14,000	\$ 400	2.94%
FACILITIES-CCC, ACCESS BLDGS	\$ 97,100	\$ 107,831	\$ 10,731	11.05%
CEMETARIES	\$ 10,900	\$ 9,100	\$ (1,800)	-16.51%
OPEN SPACE COMMISSION	\$ 2,500	\$ 7,500	\$ 5,000	200.00%
VETERANS COMMISISON	\$ 2,500	\$ 2,500	\$ -	0.00%
PUBLIC ASSISTANCE	\$ 34,500	\$ 47,520	\$ 13,020	37.74%
DONATIONS	\$ 137,560	\$ 138,612	\$ 1,052	0.76%
FIRE RESCUE	\$ 1,235,661	\$ 1,307,229	\$ 71,568	5.79%
ANIMAL CONTROL/LAW ENFORCEMEI	\$ 112,237	\$ 127,789	\$ 15,552	13.86%
EMA/LAW ENFORCEMENT	\$ 6,890	\$ 274,150	\$ 267,260	3878.96%
PUBLIC WORKS ROADS	\$ 994,477	\$ 1,021,949	\$ 27,472	2.76%
DAMS	\$ 5,100	\$ 10,000	\$ 4,900	96.08%
BENEFITS & INSURANCE	\$ 741,637	\$ 821,188	\$ 79,551	10.73%
TRANSFER/BULKY WASTE	\$ 376,973	\$ 470,660	\$ 93,687	24.85%
UTILITES	\$ 105,345	\$ 100,500	\$ (4,845)	-4.60%
TOTAL	\$ 5,173,837	\$ 5,846,013	\$ 672,176	12.99%
DEBT SERVICE BUDGET	\$ 304,000	\$ 403,397	\$ 99,397	32.70%
CAPITAL EXPENSES	\$ 120,000	\$ 159,134	\$ 39,134	32.61%
TOTAL EXPENDITURES	\$ 5,597,837	\$ 6,408,544	\$ 810,707	14.48%

TOTAL BUDGET COMPARISON

	FY 24	PROPOSED FY25	\$ INCREASE OR DECREASE	% INCREASE OR DECREASE
BUDGET	\$ 5,597,837	\$ 6,408,544	\$ 810,707	14.48%
REVENUE	\$ 2,237,392	\$ 2,268,742	\$ 31,350	1.40%
NET BUDGET	\$ 3,360,445	\$ 4,139,802	\$ 779,357	23.19%

TAX RATE COMPARISON

	FY 24	TOWN MANAGER FY25	\$ INCREASE OR DECREASE	% INCREASE OR DECREASE	% of Budget
TOWN EXPENDITURES - REVENUE	\$ 3,360,445	\$ 4,139,802	\$ 779,357	23.19%	35.25%
MSAD 61	\$ 6,689,331	\$ 7,000,331	\$ 311,000	4.65%	59.61%
CUMBERLAND COUNTY	\$ 799,301	\$ 603,933	\$ (195,368)	-24.44%	5.14%
NET	\$ 10,849,077	\$ 11,744,066	\$ 894,989	8.25%	100.00%

3/4/2024

ADVERTISEMENT FOR BIDS**CASCO/NAPLES BULKY WASTE & TRANSFER STATION COUNCIL
TOWNS OF CASCO AND NAPLES, MAINE
CASCO/NAPLES BULKY WASTE & TRANSFER STATION IMPROVEMENTS**

Sealed Bids for the construction of the **Casco/Naples Bulky Waste & Transfer Station Improvements** will be received by the **Casco/Naples Bulky Waste & Transfer Station Council**, at the office of the **Casco Town Manager, 635 Meadow Road, Casco, ME 04015**, until **3:00 p.m.** local time on **February 22, 2024**, at which time the Bids received will be publicly opened and read. Bids submitted after this time will not be accepted. Each bidder must submit a single sealed envelope, the outside of which must be clearly marked "Bid for Casco/Naples Bulky Waste & Transfer Station Improvements".

The Project is located at 425 Leach Hill Road in Casco at the same location as the current Casco/Naples Transfer Station and Bulky Waste Facility. The work includes, but is not limited to all work and costs including but not limited to the following to provide a complete project ready for acceptance by the owner:

1. All work associated with phased construction. The existing site is an active solid waste transfer facility and will require phased construction to allow for continued operation during the construction. Contractor is responsible for coordination with the transfer station operator, providing temporary traffic signage, barricades, access roads, maintenance of the site and all associated work for phasing. The phasing work will require the construction of a temporary MSW collection and processing area as depicted on the contract drawings.
2. The Owner will be installing new compactors and a relocating an existing compactor to the temporary MSW collection area. This will be under separate contract between the owner and Atlantic Recycling Equipment. Atlantic Recycling Equipment will provide and install compactors and complete associated electrical and hydraulic work for the compactors. Contractor is responsible for installation of all conduits and conductors to equipment, lights and electrical panels, earthwork, concrete and associated construction and shall coordinate directly with Atlantic Recycling Equipment. As part of the bidding process, the Contractor shall contact Atlantic Recycling Equipment to coordinate what equipment and installation will be completed by Atlantic Recycling Equipment and supporting work that will be required by the contractor. The supporting contractors' work shall be included in the contractors bid.
3. Site preparation of temporary facilities including but not limited to tree clearing, grubbing, stripping topsoil, concrete pad installation for temporary MSW, gravel access drive construction, temporary fencing, security gates, and underground electrical services.
4. Demolition of existing concrete retaining walls and concrete pads in the Transfer Station and Bulky Waste Facility, Canopy at existing transfer station building, miscellaneous demolition as needed to facilitate new construction.
5. The partial demolition and modification of existing concrete retaining walls at the Transfer Station building.
6. Removal of the existing transfer station canopies and residing the building with similar materials at face of building where canopy was removed. Match existing vinyl siding to infill where canopy is removed at transfer station building.
7. Construction of new reinforced concrete retaining wall systems for waste and recycling bin areas and site retaining walls including fencing, guardrails, metal cap plats, inserts and all other associated items shown on plans and required in contract documents.

Casco/Naples Bulky Waste & Transfer Station Improvements
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8. Construction of reinforced concrete pads at retaining walls, including embedded steel skid plate protection as required.
9. Paving throughout the facility.
10. Relocation and/or replacement of utility services including electrical, water, and sanitary sewer (force main and gravity).
11. Stormwater collection infrastructure including catch basins, grassed swales, riprap channels, culverts, and storm drain pipe.
12. Reconstruction/restoration of stormwater treatment facilities including infiltration basins and retention pond along with drainage ditches and conveyance systems.
13. Site improvements to include but not limited to earthwork, excavation, subgrade and subbase preparation, dewatering, shoring and bracing, general conditions, erosion control, gravels, export of unsuitable materials, backfilling, structural fill, paving, landscaping, fencing, guardrail, and all other site related work required by contract documents.
14. Installation of commercial cantilever sliding gates and swing gates.
15. Jobsite trailers, temporary storage, staging areas, waste removal, portable toilets, temporary power, coordination with power company, winter conditions, site security, traffic control, barricades and all other work necessary to facility construction and comply with health and safety regulations and accommodate phased construction.
16. Repair to all surfaces, reseeding, re-loaming, maintaining erosion and sedimentation control measures throughout construction including storm, snow and ice damage throughout construction and during the warrantee period until final owner acceptance.
17. Plowing, mowing (weekly) and related site maintenance during construction.
18. Coordination with solar installer who will have installed solar on the landfill during the 2023 construction season and may have follow-up maintenance and construction in the spring/summer of 2024.

The Owner, reserves the right to waive any informalities in bids, to accept any bid and to reject any and all bids should it be deemed for the best interest of the owner to do so. The Owner reserves the right to substantiate proposer's qualifications, capability to perform, availability, past performance record, and to verify that bidders are current in their obligations to the Town. This project will be subject to funding approval by the Board of Selectman.

The Owner may eliminate individual pay items from the bid as determined by the Owner. The contractor shall not be entitled to any compensation or claims due to the elimination of pay items and/or changes in pay items.

Bidders shall make note of the schedule requirements presented in the contract documents. The anticipated start date is end of March of 2024 and will be completed in phases. Depending on bid costs, the Owner will decide on which phase would be constructed in which order. From the time of authorization to proceed bid items shall be completed within the following performance periods:

Base Bid: Stormwater BMPs & Conveyance: 12 weeks from authorization to proceed. This work must be completed prior to beginning Alternate B but may occur simultaneously with Bid Alternate A.

Bid Alternate A: Bulky Waste Improvements: Complete and ready for owner acceptance within 16 weeks of Owner authorization to proceed. The Bulky Waste Transfer area will be closed during construction.

Casco/Naples Bulky Waste & Transfer Station Improvements
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Bid Alternate B: MSW Transfer Station Improvements: Complete and ready for owner acceptance within 32 weeks of Owner authorization to proceed including the temporary MSW facility which must be constructed prior to closing the transfer station. Once the temporary MSW facility is construction and operational, the existing MSW Transfer Station will be closed for construction.

The Bidding Documents may be examined at the following locations:

1. Sebago Technics, Inc., 75 John Roberts Road, Suite 4A, South Portland, ME 04106
2. Dodge Construction Network at www.construction.com.
3. Construction Summary of Maine at www.constructionsummary.com.

The Issuing Office is Sebago Technics, 75 John Roberts Road, Suite 4A, South Portland, ME 04106. Only Electronic (PDF) copies of the Contract Documents may be obtained by contacting Owens McCullough at omccullough@sebagotechnics.com or 207-200-2100. No printed or hard copies will be provided.

To be considered a responsive Bidder, the Contractor shall have obtained plans and specifications electronically (PDF format) from the Engineer (Sebago Technics). A link to download the plans may be obtained by contacting Owens McCullough at omccullough@sebagotechnics.com or 207-200-2100. The Bid will not be awarded to a Bidder unless a record for obtaining documents from the Engineer exists in the office of the Engineer.

A Mandatory Pre-Bid Conference will be held for General Contractors at the Town of Casco Community Center conference room (940 Meadow Road, Casco, Maine 04015) on **February 7, 2024 at 9.30 a.m.** (EST). Attendance by Subcontractors, while encouraged, is not mandatory.

All questions are to be submitted to the Engineer in writing. Questions shall be transmitted by e-mail to omccullough@sebagotechnics.com. Questions received less than 5 working days prior to the date for opening of Bids may not be answered. Only questions answered by Addenda will be biding.

Bid security shall be furnished in accordance with the Instructions to Bidders. Bidders shall submit proof of qualifications to perform the Work as described in the Instructions to Bidders.

END OF SECTION

SECTION 00 41 13 – BID FORM

Casco/Naples Bulky Waste & Transfer Station Improvements

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ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to:

Casco/Naples Bulky Waste & Transfer Station Council
635 Meadow Road
Casco, Maine 04015

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 90 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum, Date</u>
1	2/12/24
2	2/12/24
3	2/16/24

- B. Bidder acknowledges that their Bid will be rejected unless the Issuing Office has a record that the Bidder has obtained Bidding Documents from the Issuing Office.
- C. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- D. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- E. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if

any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.

- F. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.
- G. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- H. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- I. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- J. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- K. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.
- L. Bidder has correlated the results of all such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the Contract Documents.
- M. Bidder understands that the Owner reserves the right to reject any or all bids.
- N. Bidder understands that, if the contract is to be awarded, it will be awarded to the lowest responsive, responsible bidder whose evaluation by Owner indicates to Owner that the award will be in the best interests of the Project for any combination of the base bid and alternates the Owner determines to be in the best interest of the Owner
- O. The bid security attached in the amount of five percent of the Total Bid is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

ARTICLE 4 – BIDDER’S CERTIFICATION**4.01 Bidder certifies that:**

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
 - 2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 - 4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the following lump sum fixed prices.



ALTERNATE B ITEMS – MSW TRANSFER STATION IMPROVEMENTS	PRICE (LUMP SUM FIXED PRICE)
<p>Transfer Station Retaining Wall Systems and Concrete Pads: Including but not limited to concrete, concrete reinforcement, forming and placement, foundation drains, and concrete protection items.</p> <p>Temporary Transfer Station: Including but not limited to concrete, concrete reinforcement, forming and placement, foundation drains, and concrete protection items, electrical work, and coordination with Atlantic Recycling for relocation of compactor unit.</p> <p>Site Utilities: Including but not limited to sewer lines, septic tanks, storm drain, catch basins, water services, electrical work and services, light poles, fixtures, and supporting appurtenances for complete operational system.</p> <p>Pavement: All finish paving of the transfer station facility, including the access drive to the bulky waste facility scale and exit.</p> <p>Earthwork and Site Improvements: Including but not limited to excavation, demolition, maintenance of the site, backfill, clearing, grubbing, excavation, guardrails, modifications to existing building, coordination with Atlantic Recycling, traffic control, fencing, gates, bollards, signage, landscaping, riprap, erosion control, bonds, insurances, general conditions, mobilizations, temporary facilities, dewatering, export, gravels, stone, fences, gates, traffic control, reclaimed asphalt, and finish grading and all other related earthwork.</p> <p>Contractor to provide complete operational project per plans and specifications and ready for owner acceptance.</p> <p><i>Two - million - forty - eight thousand dollars</i></p>	<p>\$</p> <p><i>2,048,000.00</i></p>

TOTAL BASE BID:

Two - hundred - seventy - five - thousand \$ *275,000.00*
dollars and (use words) *no cents* (use figures)

TOTAL OF BID ALTERNATE A:

Six-hundred-forty-seven-thousand dollars (use words) no cents.	\$ 647,000.00 (use figures)
-------------------------------------------------------------------	--------------------------------

TOTAL OF BID ALTERNATE B:

Two million-forty-eight-thousand dollars (use words) no cents	\$ 2,048,000.00 (use figures)
------------------------------------------------------------------	----------------------------------

TOTAL OF BASE BID AND BID ALTERNATE A:

Nine-hundred-twenty-two-thousand dollars and (use words) no cents	\$ 922,000.00 (use figures)
----------------------------------------------------------------------	--------------------------------

TOTAL OF BASE BID AND BID ALTERNATE B:

Two-million-three-hundred-twenty-three thousand dollars (use words) no cents.	\$ 2,323,000.00 (use figures)
----------------------------------------------------------------------------------	----------------------------------

TOTAL OF BASE BID, BID ALTERNATE A, & BID ALTERNATE B:

Two-million, nine-hundred-seventy thousand dollars (use words) and no cents.	\$ 2,970,000.00 (use figures)
---------------------------------------------------------------------------------	----------------------------------

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work on time.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are submitted with and made a condition of this Bid:
- A. This Bid Form in its entirety;
 - B. Required Bid security; and
 - C. Required Experience and Qualifications Statement (Section 00 45 13) with supporting data including a letter of bonding capacity.

ARTICLE 8 – DEFINED TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

BIDDER: *[Indicate correct name of bidding entity]*

J Pratt Construction, Inc.

By: 
[Signature]

[Printed name] Josh Pratt

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: 
[Signature]

[Printed name] JoAI Pratt

Title: Office Manager

Submittal Date: February 22, 2024

Address for giving notices:

769 Paris Road, Hebron, ME 04238

Telephone Number: 207.345.9060

Fax Number: 207.345.9070

Contact Name and e-mail address: Josh Pratt

josh@jprattinc.com

Bidder's License No.:
(where applicable)

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

J Pratt Construction, Inc.
769 Paris Road
Hebron, ME 04238

SURETY (Name, and Address of Principal Place of Business):

The Hanover Insurance Company
440 Lincoln Street
Worcester, MA 01653

OWNER (Name and Address):

Casco/Naples Bulky Waste & Transfer Station Council
635 Meadow Road
Casco, ME 05015

BID

Bid Due Date: February 22, 2024

Description (Project Name— Include Location):

Casco/Naples Bulky Waste & Transfer Station Improvements
425 Leach Hill Road, Casco, Maine

BOND

Bond Number: BID BOND

Date: February 22, 2024

Penal sum Five Percent of the Bid Amount

\$ 5%

(Words)

(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

J Pratt Construction, Inc _____ (Seal)

Bidder's Name and Corporate Seal

By: _____

Signature

Josh Pratt

Print Name

President

Title

Attest: _____

Signature

Title Office manager

SURETY

The Hanover Insurance Company _____ (Seal)

Surety's Name and Corporate Seal

By: _____

Signature (Attach Power of Attorney)

Andrew Howard

Print Name

Attorney-in-Fact

Title

Attest: _____

Signature

Title CSA - Bonds

Note: Addresses are to be used for giving any required notice.

Provide execution by any additional parties, such as joint venturers, if necessary.

**THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA**

POWER OF ATTORNEY

THIS Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

KNOW ALL PERSONS BY THESE PRESENTS:

That THE HANOVER INSURANCE COMPANY and MASSACHUSETTS BAY INSURANCE COMPANY, both being corporations organized and existing under the laws of the State of New Hampshire, and CITIZENS INSURANCE COMPANY OF AMERICA, a corporation organized and existing under the laws of the State of Michigan, (hereinafter individually and collectively the "Company") does hereby constitute and appoint,

**Michael Hennessey, Blake Fryer, Timothy W. Varney, Candy Reinhard, Michael Varney, Andrew Howard, and/or
Daryle Williams**

Of Varney Agency of Bangor, ME each individually, if there be more than one named, as its true and lawful attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, any and all surety bonds, recognizances, undertakings, or other surety obligations. The execution of such surety bonds, recognizances, undertakings or surety obligations, in pursuance of these presents, shall be as binding upon the Company as if they had been duly signed by the president and attested by the secretary of the Company, in their own proper persons. Provided however, that this power of attorney limits the acts of those named herein; and they have no authority to bind the Company except in the manner stated and to the extent of any limitation stated below:

Any such obligations in the United States, not to exceed Seventy-Five Million and No/100 (\$75,000,000) in any single instance

That this power is made and executed pursuant to the authority of the following Resolutions passed by the Board of Directors of said Company, and said Resolutions remain in full force and effect:

RESOLVED: That the President or any Vice President, in conjunction with any Vice President, be and they hereby are authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as it acts, to execute and acknowledge for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company in their own proper persons.

RESOLVED: That any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or Vice President in conjunction with any Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile. (Adopted October 7, 1981 – The Hanover Insurance Company; Adopted April 14, 1982 – Massachusetts Bay Insurance Company; Adopted September 7, 2001 – Citizens Insurance Company of America and affirmed by each Company on March 24, 2014)

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY, MASSACHUSETTS BAY INSURANCE COMPANY and CITIZENS INSURANCE COMPANY OF AMERICA have caused these presents to be sealed with their respective corporate seals, duly attested by two Vice Presidents, this 23rd day of June, 2023



The Hanover Insurance Company
Massachusetts Bay Insurance Company
Citizens Insurance Company of America

James H. Kawacki
James H. Kawacki, Vice President

The Hanover Insurance Company
Massachusetts Bay Insurance Company
Citizens Insurance Company of America

William M. Mendoza
William M. Mendoza, Vice President

STATE OF CONNECTICUT)
COUNTY OF HARTFORD) ss.

On this 23rd day of June 2023 before me came the above named Executive Vice President and Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, to me personally known to be the individuals and officers described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, respectively, and that the said corporate seals and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporations.

Wendy Latourmes
Notary Public, State of Connecticut
My Commission Expires July 31, 2025

Wendy Latourmes
Wendy Latourmes, Notary Public
My commission expires July 31, 2025

I, the undersigned Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Powers of Attorney are still in force and effect.

GIVEN under my hand and the seals of said Companies, at Worcester, Massachusetts, this 22nd day of February 2024.

CERTIFIED COPY

The Hanover Insurance Company
Massachusetts Bay Insurance Company
Citizens Insurance Company of America
John Rowedder
John Rowedder, Vice President

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



February 22, 2024

Casco/Naples Bulky Waste & Transfer Station Council
635 Meadow Road
Casco, ME 04015

RE: Casco/Naples Bulky Waste & Transfer Station Improvements

Please be advised that The Hanover Insurance Company presently supports the surety program for J Pratt Construction, Inc. We hold an A. M. Best Rating of A with a financial rating of XV, as listed in the Department of the Treasury's Federal Register. We are licensed to do business in every state in the United States.

At the request of our client, we are pleased to advise that we presently support a Performance and Payment Bond Program in the amount of \$5,000,000 for single projects within total backlog capacity of \$10,000,000.

Please understand that our willingness to provide surety bonds on any project for J Pratt Construction, Inc. is predicated upon specific criteria at the time of the bond request including, but not necessarily limited to, a review of all contract documents, bond forms, financing and all other pertinent underwriting factors.

Accordingly, this letter is not an assumption of liability, nor is it a bid or performance and payment bond. It is offered as a bonding reference as requested by our client on your behalf. All matters pertaining to the underwriting process are between J Pratt Construction, Inc. and The Hanover Insurance Company, and any reliance beyond the stated scope of this letter is discouraged.

Sincerely,

The Hanover Insurance Company

Andrew Howard, Attorney-in-Fact

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

POWER OF ATTORNEY

THIS Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

KNOW ALL PERSONS BY THESE PRESENTS:

That THE HANOVER INSURANCE COMPANY and MASSACHUSETTS BAY INSURANCE COMPANY, both being corporations organized and existing under the laws of the State of New Hampshire, and CITIZENS INSURANCE COMPANY OF AMERICA, a corporation organized and existing under the laws of the State of Michigan, (hereinafter individually and collectively the "Company") does hereby constitute and appoint,

Michael Hennessey, Blake Fryer, Timothy W. Varney, Candy Reinhard, Michael Varney, Andrew Howard, and/or Daryle Williams

Of Varney Agency of Bangor, ME each individually, if there be more than one named, as its true and lawful attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, any and all surety bonds, recognizances, undertakings, or other surety obligations. The execution of such surety bonds, recognizances, undertakings or surety obligations, in pursuance of these presents, shall be as binding upon the Company as if they had been duly signed by the president and attested by the secretary of the Company, in their own proper persons. Provided however, that this power of attorney limits the acts of those named herein; and they have no authority to bind the Company except in the manner stated and to the extent of any limitation stated below:

Any such obligations in the United States, not to exceed Seventy-Five Million and No/100 (\$75,000,000) in any single instance

That this power is made and executed pursuant to the authority of the following Resolutions passed by the Board of Directors of said Company, and said Resolutions remain in full force and effect:

RESOLVED: That the President or any Vice President, in conjunction with any Vice President, be and they hereby are authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as it acts, to execute and acknowledge for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company in their own proper persons.

RESOLVED: That any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or Vice President in conjunction with any Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile. (Adopted October 7, 1981 – The Hanover Insurance Company; Adopted April 14, 1982 – Massachusetts Bay Insurance Company; Adopted September 7, 2001 – Citizens Insurance Company of America and affirmed by each Company on March 24, 2014)

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY, MASSACHUSETTS BAY INSURANCE COMPANY and CITIZENS INSURANCE COMPANY OF AMERICA have caused these presents to be sealed with their respective corporate seals, duly attested by two Vice Presidents, this 23rd day of June, 2023



The Hanover Insurance Company
Massachusetts Bay Insurance Company
Citizens Insurance Company of America

James H. Kawlocki
James H. Kawlocki, Vice President

The Hanover Insurance Company
Massachusetts Bay Insurance Company
Citizens Insurance Company of America

Joselin M. Mandoza
Joselin M. Mandoza, Vice President

STATE OF CONNECTICUT)
COUNTY OF HARTFORD) ss.

On this 23rd day of June 2023 before me came the above named Executive Vice President and Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, to me personally known to be the individuals and officers described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, respectively, and that the said corporate seals and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporations.

Wendy Latoumes
Notary Public, State of Connecticut
My Commission Expires July 31, 2025

Wendy Latoumes
Wendy Latoumes, Notary Public
My commission expires July 31, 2025

I, the undersigned Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Powers of Attorney are still in force and effect.

GIVEN under my hand and the seals of said Companies, at Worcester, Massachusetts, this 22nd day of February 2024.

CERTIFIED COPY

The Hanover Insurance Company
Massachusetts Bay Insurance Company
Citizens Insurance Company of America
John Rowedder
John Rowedder, Vice President

SECTION 00 45 13 - EXPERIENCE AND QUALIFICATIONS STATEMENT

All questions must be answered with clear and comprehensive data; if necessary, add additional pages.
This statement must be notarized.

1. Name of Bidder and Contact Person(s) including the Project Manager: J Pratt Construction, Inc.
Josh Pratt

2. Permanent Main Office address, telephone, fax, email: 769 Paris Road, Hebron, ME
04238 207.345.9060 Fax: 207.345.9070 josh@jprattinc.com

3. Organizational Structure: S-Corp

4. Please provide the year the Contractor (and note any Predecessor Entities or Related Entities) were first organized. 2010

5. Please list any Predecessor Entities below (or on attached sheets if necessary). N/A

6. Please list any Related Entities below (or on attached sheets if necessary). N/A

7. Where incorporated. 2010 Maine

8. How many years have you been engaged in the contracting business under your present firm name? Also state names and dates of previous firm names, if any.
14 years

9. Is your firm pre-qualified by the Maine Department of Transportation (MaineDOT) for Highway Construction as of the date of Bid advertisement?

YES X NO _____

If YES, please state the date (year) of your current prequalification and the expiration date of your current pre-qualification.

Date of current pre-qualification 2/10/2023
Expiration Date of current pre-qualification 3/1/2024

Casco/Naples Bulky Waste & Transfer Station Improvements
20081

10. Most Recently Completed Contracts. Please provide the following information regarding the last six contracts completed by the Contractor. Please list in reverse chronological order (most recently completed project first, next most recently completed project, etc.). [Please feel free to provide this information on attached sheets in and other format as long as it contains the information requested].

Contract Amount	Project Type and Location	Month/Year Completed	Name, Address, Contact Person and Telephone Number of Owner
200,000	Roads, trails SundayRiver, ME	Dec. 24	Peter Roberts- SR ski resort Newry 207.860.0360
450,000	Salt Shed Dixfield, ME	Nov,24	Robert Boulay MDOT Augusta, ME 207.624.3000
399,000	Salt Shed So Paris, ME	Nov,24	Robert Boulay, MDOT Augusta, 207.624.3000
600,000	Water main Lewiston, ME	Sep,24	Faith Thomas City of Lewiston 207.513.3000x3420
250,000	Sidewalk improve. Bridgton, ME	July, 24	Dave Madsen Town of Bridgton 207.647.1127
1.261,000	Waterfront Improve. Bath, ME	June,23	Lee Leiner, PW director Bath, 207.443.8357

11. Please state other work of a similar nature to that stated in the Bid Proposal, including references that will assist the Owner to judge experience, skill and business standing:

Contract Amount	Project Type and Location	Month/Year Completed	Name, Address, Contact Person and Telephone Number of Owner
3.2 m	Downtown Revitaliz. Bridgton, ME	Nov,21	Dave Madsen, Town Bridgton PW Director, 207.647.1127
1.1 m	Town of Naples Signal upgrades + Water main	Dec, 21	John Hawley FMR Town Manager

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Contract Amount	Project Type and Location	Month/Year Completed	Name, Address, Contact Person and Telephone Number of Owner

~~MMaine~~

12. Contracts in Progress. Please provide the following information regarding all contracts currently in progress, in descending order of contract amount. [Please feel free to provide this information on attached sheets in another format as long as it contains all the information requested.]

Contract Amount	Project Type and Location	% Completed	Start Date and End Date
300,000	Architectual designed residential project	10 %	3/1/24 - 6/30/24

13. Federal and Community Development Block Grant Funding: Within the last five years has the Contractor (or any Predecessor Entities or Related Entities) completed projects funded in part with Community Development Block Grant (CDBG) and/or Davis Bacon Wage requirements.

YES NO

If YES, has the contractor been subject to an audit or investigation related to compliance with federal wage provisions.

YES NO

If YES, has the contractor been subject to an audit or investigation related to compliance with federal wage provisions which identified deficiencies, errors or irregularities

YES NO

If YES, please provide full details on attached sheets including a description of identified deficiencies and their resolution. Please feel free to include a written summary of your position on the matter.

14. Liquidated Damages:

- (a) Within the last five years has the Contractor (or any Predecessor Entities or Related Entities) had liquidated damages assessed against it?

YES NO

- (b) Within the last five years has the Contractor (or any Predecessor Entities or Related Entities) had liquidated damages accrue which were not assessed by the Owner?

YES NO

If YES, to (a) or (b) above please provide full details on attached sheets including the per diem amount of liquidated damages, the original contract time, and the number of days for which liquidated damages were accrued and/or assessed. Please feel free to include a written summary of your position on the matter.

15. Terminations, Suspensions or Defaults:

- (a) Within the last five years has a contract of the Contractor (or any Predecessor Entities or Related Entities) been terminated or suspended for cause?

YES NO

- (b) Within the last five years has another party (e.g. surety) completed Work which the Contractor (or any Predecessor Entities or Related Entities) was originally responsible to perform?

YES NO

- (c) Within the last five years has the Contractor (or any Predecessor Entities or Related Entities) been considered in default of a contract that was not cured within the time frame allowed by the contract?

YES _____ NO X

If the answer to any of questions 15(a)-(c) is YES, please provide full details on attached sheets. Please feel free to include a written summary of your position on the matter.

16. Denial of Prequalification or Award:

- (a) Within the last five years has any federal, state, local government, or procurement agency denied the Contractor (or any Predecessor Entities or Related Entities) prequalification?

YES _____ NO X

- (b) Within the last 5 years has any federal, state, or local government or procurement agency, after the Contractor (or any Predecessor Entities or Related Entities) submitted the apparent low bid, refused to award a contract for reasons related to the Contractor's qualifications, experience, competence, or financial situation?

YES _____ NO X

If the answer to either of questions 16(a) or (b) is YES, please provide full details on attached sheets. Please feel free to include a written summary of your position on the matter.

17. Debarments, Etc.:

- (a) Within the last 5 years, has the Contractor (or any Predecessor Entities or Related Entities) been debarred for any reason by any federal, state, or local government or procurement agencies?

YES _____ NO X

- (b) Within the last 5 years has the Contractor (or any Predecessor Entities or Related Entities) refrained from bidding for any reason, such as suspension or agreement not to bid, or as part of the settlement of a Dispute of any type with any federal, state, or local government or procurement agencies?

YES _____ NO X

If the answer to either of questions 17(a) or (b) is YES, please provide full details on attached sheets. Please feel free to include a written summary of your position on the matter.

18. Claims History:

(a) Within the last 5 years has the Contractor (or any Predecessor Entities or Related Entities) been a party to a Claim with an originally claimed amount in excess of \$50,000? (Claim being as defined in the MDOT Contractor Pre-qualification Procedures)

YES _____ NO X

If YES, please provide full details for each Claim on attached sheets including (a) whether the Claim was brought by or against the Contractor (or any Predecessor Entities or Related Entities), (b) the nature of the Dispute underlying the Claim, (c) originally claimed amounts, (d) the resolution of such Claims (including the amount) or if unresolved, the current status of such Claims, and (e) the name, address and phone number of the primary adverse party who can be contacted for additional information, and (f) a written summary of your position on the matter (if desired).

19. List your major equipment available for this contract.

Case 245 Excavator w/ 3D GPS, John Deere 450k Dozer

Case 145 Excavator, (2) Peterbuilt Dump trucks

Volvo 145 Excavator, Case 521 G Loader, Case 321 G Loader

20. Please list the following information for your key personnel such as Project Manager, Office Manager, Project Superintendent, Quality Control, Safety Oversight and Foremen assigned to this contract.

<u>Name</u>	<u>Relevant Licenses or Certifications</u>	<u>Experience (# Years)</u>
1. Project Manager: Josh Pratt		22
2. Office Manager: JoAl Pratt		2
3. Project Superintendent: Brandon Russell		10
4. On Site Quality Control: Josh Pratt		22
Q.C. For Materials Testing Withee Materials Testing	At Withee	

Withee Material Testing #513-6
has several Net+CP and ACI cert. technicians.

5. Safety Oversight: Brandon Russell		10
6. Foremen: Jameson Finch Shane Pearl		8 10

Identify how many projects your Project Manager will manage concurrent with this project. Include dollar value and end date.

Unknown at this Time

21. List any subcontractors whom you would expect to use and the general components of the Project for which they will be responsible. Indicate other projects on which the proposed subcontractor has worked with you.

Main Line Fence - 10+ projects together
Henderson Concrete - several projects (MDOT salt sheds)
Flemming - Soil stabilization - industry standard contractor
Dong Electric - 10+ projects
Glidden Paving - 5 projects together

22. List any vendors from whom you would expect to purchase materials for the general components of the Project. Please provide a contact name and phone number.

Pipe Supplier	<u>Core & Main</u>
Concrete Supplier	<u>FR Carroll</u>
Pavement Supplier/Subcontractor	<u>Pike Industries</u>
Precast Concrete Supplier	<u>American Concrete</u>
Aggregates Supplier	<u>J Pratt Construction & P&K Sand and Gravel</u>

Do you grant the City and/or Engineer permission to contact this (these) subcontractors or vendors for the purposed of determining if the Contractor has sufficient available line of credit to purchase the materials required to complete the work?

YES X NO _____

23. Safety:

- (a) Does the Contractor have a Written Safety Plan?

YES X NO _____

If YES,

What Year was it first adopted? 2010

What Year was it last substantially revised? Revised w MSHA standards winter of 2023

(b) Please indicate the number of Underground Facilities Incident Reports the Contractor has filed with the Maine Public Utilities Commission in each of the last 5 years.

2022	<u>0</u>
2021	<u>0</u>
2020	<u>0</u>
2019	<u>0</u>
2018	<u>0</u>

24. Financial and Bonding Capacity:

(a) The Bidder shall be capable of obtaining from a Qualifying Bonding Company a performance bond and a payment bond each in the amount of the bid prices that the Contractor will be submitting to the Owner.

Attach a letter from a Qualifying Bonding Company that (a) states that the said company meets the definition of "Qualifying Bonding Company" and (b) sets forth the bonding capacity of the Contractor including a specific dollar amount for single project and aggregate amount. Letters indicating "unlimited" bonding capacity are not acceptable. Meeting the bonding capacity requirements by combining bonding capacity of subcontractors is not acceptable.

A Qualifying Bonding Company is an insurance, bonding, and/or surety company that is (a) licensed or approved by the State of Maine Department of Business Regulation, Bureau of Insurance, to do business in the State of Maine AND (b) listed on the most recent Federal Department of the Treasury listing of "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies

(b) Name and address of banking institutions with whom you do business.

Bangor Savings Bank, 170 Turner St, Auburn, ME 207.226.4671

Maine Community Bank, PO Box 558, Westbrook, ME 207.786.5705

Do you grant the Owner and/or Engineer permission to contact this (these) institutions for the purposed of determining if the contractor has sufficient cash on hand or available line of credit to complete the work? YES X NO _____

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Dated at 11:50 am this 22 day of Feb, 20 24

J Pratt Construction, Inc
(Name of Bidder)

By [Signature] Josh Pratt

State of ME Title President

County of Oxford

Josh Pratt being duly sworn, deposes and says that he is

of J Pratt Construction and that the answers to the foregoing
(Name of Organization)

questions and all statements contained therein are true and correct.

Sworn to before me this 16th day of February, 2024

(Notary Public) HOLLY J PACKARD

Notary Public, State of Maine
My commission expires My Commission Expires May 13, 2027

END OF SECTION



J Pratt Construction, Inc.

769 Paris Road, Hebron, Maine 04238

Tel# 207-345-9060 / Fax#207-345-9070

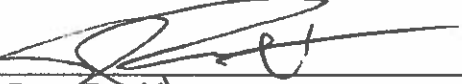


2/16/2024

The undersigned, being the sole shareholder of J Pratt Construction, Inc., hereby authorizes the following persons to sign all bids, forms, contracts, and bonds which may be submitted by the Corporation to any State, Local or Federal Agency.

Josh Pratt
JoAl Pratt

J Pratt Construction, Inc.

By 
Josh Pratt, President

State of Maine
County of Oxford

Sworn to and subscribed in my presence on this 16th th day of February, 2024

Notary Public: 

HOLLY J PACKARD
Notary Public, State of Maine
My Commission Expires May 13, 2027



TOWN OF CASCO
Special Town Meeting Minutes
January 30, 2024

Article 1. Richard Sykes was elected and sworn in to serve as moderator to preside at said meeting.

Article 2. It was moved, seconded and voted to permit municipal administrators or staff, and elected State officials, who are not voters of Casco, to speak as appropriate when recognized by the moderator.

Vote- Yes 51, No 11, Abstain 1

Article 3. It was moved, seconded and voted to appropriate the sum of \$87,000 received from the sale of 2008 Ford Engine towards the purchase of Chevrolet Tahoe Response Vehicle.

Vote- Yes 55, No 6, Abstain 3

Article 4. It was moved, seconded and voted to appropriate the sum of \$13,697 from unassigned funds to additionally fund the operation of the Transfer Station/Bulky Waste facility.

Vote- Yes 58, No 5, Abstain 0

Article 5. It was moved, seconded and voted to amend the Zoning Ordinance of the Town of Casco relating to Solar Energy Systems be enacted? (See Addendum 1).

Vote- Yes 48, No 10, Abstain 4

Article 6. It was moved, seconded and voted to vote to adopt the “2023 Town of Casco Comprehensive Plan” as the Town’s new Comprehensive Plan.

Vote- Yes 44, No 17, Abstain 0

It was moved, seconded and voted to adjourn at 7:00 pm.