



Town of Casco

Selectboard Regular Meeting Agenda

January 13, 2026 at 6:00 PM

Casco Community Center

Regular Meeting

1. Review and approval of the meeting agenda
2. Approval of bills and signing and approval of all open warrants
3. Approval of Minutes: December 16,2025
4. Public Participation for non-Agenda items
5. Manager's Update

On-Going Business

6. The Selectboard will consider changes requested by the Veteran's Committee.

New Business

7. The Selectboard will discuss with Sebago Fiber current status of fiber optic installation.
8. The Selectboard will receive updates from the Comprehensive Plan Implementation Committee chairperson Rob Williamson.
9. The Selectboard will discuss a request from the ad hoc water quality committee
10. The Selectboard will consider the semi-annual Town Meeting warrant.
11. The Selectboard will discuss year to date financials.
12. The Selectboard will consider a meeting schedule for FY27 budget
13. The Selectboard will consider upgrading EV chargers at the Community Center and Brown Avenue
14. Selectboard Comments

Executive Session

15. Executive Session to discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for application 01/13/2026A, 01/13/2026B and 01/13/2026C
16. Executive Session pursuant to 1 M.R.S.A.405(6)(F) Poverty Abatement Requests- Case 01/13/2026A
17. Adjournment

Reminders to the Attending Public: Selectboard meetings are open to the public, but the public may not speak unless recognized by the Board Chair or Vice Chair in their absence. Except during a public hearing, comment time is limited to 2 minutes per speaker during public participation or on agenda items. Matters related to personnel will not be heard.

Future meeting dates (subject to change)

Month DD, YYYYT at HH:MM PM Meeting Name

January 14, 2026 @ 6:00 PM Open Space Commission

January 21, 2026 @ 6:00 PM Safe Street Committee

January 21, 2026 @ 6:00 PM Water Quality Committee

January 22, 2026 @ 6:00 PM Casco Naples Transfer Station Council

January 26, 2026 @ 6:30 PM Planning Board Regular Meeting

January 27, 2026 @ 6:00 PM Selectboard Regular Meeting

January 28, 2026 @ 6:30 PM Town of Casco Special Town Meeting



Town of Casco
Selectboard Regular Meeting Minutes
December 16, 2025 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 agenda was amended as follows: On-going business will be moved to the back of the agenda and item numbers 8&10 will be switched.

Motion made by Avery, Seconded by Connolly.

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

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

The Selectboard moved and seconded to approve all bills and signing of all open warrants.

Motion made by MacDonald, Seconded by Fernandes.

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

3. Approval of Minutes: December 9, 2025

The Selectboard moved and seconded to accept the minutes from the December 9, 2025 meeting as presented.

Motion made by Connolly, Seconded by Avery.

Voting Yea: Avery, Connolly, MacDonald, Plummer

Voting Abstaining: Fernandes

4. Public Participation for non-Agenda items

Rae-Anne Nguyen asked for an update on 50 Rabbit Run.

Amy Brown provided her insight on the upcoming request from P&K Sand and Gravel to amend the zoning the area where their quarry is located.

David Kimball presented points to the Selectboard regarding his property line dispute with the town.

Sam Brown spoke regarding an ability to apply for a community action grant.

5. Manager's Update

- A. The Town is beginning the process of updating its website due to the end-of-life status of our current open-source content management system (CMS) as of January 2025, which is no longer supported. CivicPlus is updating their CMS, requiring modifications to our site, and these changes will provide greater content control and ease of maintenance. In addition, CivicPlus is partnering with AudioEye to offer ADA-compliant services at a 50% discount for 2026, and the Town will beta test an AI bot on the website free of charge until July 2026. This beta test will allow the Town to gather data and feedback while conducting a cost-benefit analysis, ultimately enhancing accessibility, functionality, and the user experience for all residents.
- B. Our structural engineer will be preparing a summary report of his findings in the coming weeks. Preliminary observations are generally positive regarding the concrete walls, which are in satisfactory condition overall; however, without intervention, the walls will continue to degrade over time. We are currently considering options, including washing the walls to remove accumulated salt and applying a protective coating to waterproof and reduce chloride-related damage.

The rear wall has sustained considerable damage and will need to be rebuilt as soon as possible due to its condition. Additionally, some areas of the roofing show failed fasteners that will need to be replaced. While the roof is approaching the end of its lifespan, reattaching and repairing the loose panels is recommended as an immediate, short-term measure.

A full report with detailed recommendations will be provided soon, at which time we can discuss potential contractors for the rear wall repairs and other necessary maintenance.

New Business

6. The Selectboard will discuss pavement management and future capital road projects with Gorrill Palmer.
Discussion only. No action was taken.
7. The Selectboard will consider a proposal for increased road signage on Quaker Ridge Road as recommended by the Safe Streets Committee.
The Selectboard moved and seconded to accept the proposed plan and authorize the Safe Streets Committee to work with Town Staff on developing a viable implementation plan that includes timelines and costs.
Motion made by Plummer, Seconded by MacDonald.
Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer
8. The Selectboard will discuss the Veteran's Committee with Chairperson Tim Walsh.
Discussion only. No action was taken.
9. The Selectboard will receive winter road maintenance from Public Works
Discussion only. No action was taken.

10. The Selectboard will discuss proposed ordinance changes in compliance with LD 2005

Discussion only. No action was taken.

11. Selectboard Comments

Gene Connolly asked if we could have a deputy in school zone to manage speed

Scott Avery thanked Beth Latsey, Recreation Director, for an amazing job with the Christmas program. Scott also suggested the town decorate more, like other towns in the area do.

Mary Fernandes commented there are state signs on Quaker Ridge Road, but people still ignore them.

Bob MacDonald inquired about the ROI for the solar field and requested 6 month financials

Grant Plummer is working on safer ways for pedestrians to cross the road from Casco Community Center to Casco Village Church

Old Business

12. The Selectboard will discuss Library's contract zoning process update and easement agreement with Town.

Discussion only. No action was taken.

13. The Selectboard will discuss renovations to Meeting House

Discussion only. No action was taken.

Executive Session

14. Adjournment

The Selectboard moved and seconded to adjourn at 8:07pm.

Motion made by Connolly, Seconded by Avery.

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

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Future meeting dates (subject to change)

December 17, 2025 @ 6:00 pm Safe Streets Committee

December 18, 2025 @ 6:00 PM Comprehensive Plan Implementation Committee



**Manager's Memorandum
Selectboard Meeting
January 13, 2026**

Item 5.#

To: Selectboard
From: Tony Ward, Town Manager
Date: 01-08-2026
Re: Selectboard meeting 01-06-2026

Below are notes for agenda items for December 16, 2025, meeting

5. Managers' Update

- A. I will be on a preplanned vacation from January 27 through January 29 and will return to the office on February 2nd.
- B. The Casco Village Zoning Work Group will hold its first meeting with Resilience Planning on January 20. Following this meeting, I anticipate having a more defined timeline for community outreach, recommended design concepts, and steps to ensure this project remains a priority in advance of the June 2027 Town Meeting.
- C. The frequency of recent storms is creating challenges for both Town staff and C Pond Plowing. C Pond Plowing has experienced multiple equipment failures, which have required drivers to be temporarily removed from their routes while equipment is repaired. We ask for everyone's patience and understanding with plow staff during these storm events. In addition, the amount of material being used has increased significantly since Mike Genest last provided the Selectboard with an update on the winter season.
- D. The Town has recently received a stormwater plan for Town-owned property on Meadow Road. The plan includes proposed stormwater controls that would be implemented if the Town ultimately installs a carry-in/carry-out boat ramp. This plan will be provided to the Selectboard at a future meeting.
- E. GPCOG has provided draft copies of a Vision Zero rural intersection safety study to Rae-Anne Nguyen and me. The study evaluates the intersections of Poland Spring Road and Webbs Mill Road, Roosevelt Trail and Tenney Hill Road, and Roosevelt Trail and Quaker Ridge Road. Once the draft document is finalized, it will be shared with the Selectboard, the Safe Streets Committee, and the public.

- F. Selectboard member Robert MacDonald requested information regarding the amount of energy credits the Town is currently receiving from the Transfer Station solar field. The Town typically receives approximately \$2,000 per month in CMP energy credits. In approximately three years, the Town will need to decide whether to purchase the solar field or allow Revision Energy investors to continue ownership.
- G. I attended a preconstruction meeting with the Maine Department of Transportation, CPM Construction, and Hoyle Tanner regarding the upcoming repairs to the Roosevelt Trail bridge at the Casco/Naples town line. Construction is scheduled to begin on or about February 2 and is expected to continue through May 21. During this period, the bridge will be reduced to a single lane of traffic. Traffic flow will be managed using temporary traffic control signals to maintain safety and minimize delays.

On-Going Business

6. The Selectboard will consider changes requested by the Veteran's Committee.

Included in this packet are both redlined and clean versions of proposed policy amendments requested by Veterans' Committee Chairperson Timothy Walsh. The amendments clarify that the Veterans' Committee shall be composed of no fewer than three veterans; the remaining two positions may, but are not required to, be filled by non-veterans. The proposed amendments also correct a typographical error within the Safe Streets responsibilities section of the policy. Additionally, the policy is amended to provide that any approved changes shall be implemented immediately in the digital version of the policy, with printed copies updated on a semiannual basis.

New Business

7. The Selectboard will discuss with Sebago Fiber current status of fiber optic installation.

Included in the Board packet is the original design plan for the Meeting House. Guidance is requested from the Selectboard regarding any desired modifications prior to drafting a Request for Proposal (RFP), which will be required under the Town's purchasing policy.

8. The Selectboard will receive updates from the Comprehensive Plan Implementation Committee chairperson Rob Williamson.

The Veterans Committee Chairperson, Tim Walsh, has requested time to discuss the current status of the Veterans Committee.

9. The Selectboard will discuss a request from the ad hoc water quality committee.

The Ad Hoc Water Quality Committee is presenting a proposed Water Quality Plan that presents a proposed framework to maintain and enhance the water quality of the Town's lakes and ponds, addressing identified challenges including shoreline development, stormwater runoff, and pollutant loading. The plan proposes the establishment of a permanent Water Quality Commission charged with overseeing implementation of the plan, enforcing applicable ordinances, conducting routine water quality monitoring, and administering funding support for lake associations.

Key initiatives outlined in the plan include watershed stewardship, systematic documentation of shoreline conditions, public education and outreach efforts, and the identification and securing of financial resources through municipal appropriations and external grant opportunities. The plan emphasizes coordinated collaboration among stakeholders, data-driven decision-making, and sustained community engagement to support long-term water resource management and environmental protection. This initial draft of the proposed plan has been provided to Town staff and legal counsel for preliminary review and feedback. Their feedback is attached in the supporting documents. This submission represents the first formal introduction of the proposed plan, and it is anticipated that additional discussions and refinements will occur at multiple levels as the review process advances.

10. The Selectboard will consider the semi-annual Town Meeting warrant.

Included in the supporting documents is a draft warrant for January 28, 2026, semi-annual/special Town Meeting. The warrant contains four articles. Warrant Articles #3 and #4 will have addenda available at the Town Clerk's office and at the Town Meeting for review and are also included in the supporting documents. Selectboard approval of this proposed Town Meeting warrant allows for proper and legal public notification of the meeting. As a reminder, the special Town Meeting will be held on January 28, 2026, at 6:30 PM at Crooked River Elementary School.

11. The Selectboard will discuss year-to-date financials.

The detailed year-to-date data detailed regarding expenses and revenue is provided as attachments to this memorandum. For ease of review, an executive summary of both the expense and revenue data is included below.

Year to date, the total operating budget expenditures are \$8.32 million against a budget of \$14.47 million, reflecting 57.73% spent year to date, which is moderately above the benchmark target of 51.92% and largely attributable to front-loaded and fixed-cost

accounts. Town Control budget line items are trending at 52.43%, closely aligned with the midyear benchmark. Public Safety (55.19%), Administration (55.41%), Benefits and Insurance (54.77%), and Public Works/Roads (47.35%) are generally tracking near expected midyear levels, with higher utilization driven by payroll, insurance premiums, winter road maintenance, and contracted services. Debt Service (70.20%), Public Assistance (70.54%), and MSAD 61 and County tax obligations (61.47%) exceed the benchmark due to scheduled payment timing rather than operational overruns. Parks and Recreation (38.25%), Sanitation (42.29%), Utilities (38.82%), and Planning-related functions remain well below the benchmark, reflecting seasonal spending patterns and deferred capital or program activity. Several individual line items exceed appropriations—primarily IT services, professional services, vehicle and equipment repairs, and fuel-related costs—warranting continued monitoring; however, overall expenditure trends remain manageable and consistent with known timing and operational drivers at this point in the fiscal year.

The Town's year to date total revenue budget of \$2,223,597 has generated \$1,082,787 in collections, representing 48.70% of anticipated revenues, compared to an expected benchmark of approximately 51.92% for this point in the fiscal year. A total of \$29,997 is recorded as pending activity, with \$1,140,810 remaining uncollected. Revenue performance is generally tracking within an acceptable range, with strong collections in Assessing (73.46%) driven by homestead, tree growth, and lien reimbursements, and in Public Works/Roads (56.91%), largely due to motor vehicle excise taxes. Parks and Recreation revenues are performing well, with several programs exceeding budget projections, while Administrative revenues show moderate progress. Public Assistance and Public Safety revenues remain low due to timing and reimbursement cycles. Overall, revenue trends are stable, with several categories exceeding projections and no material collection concerns identified at this time.

12. The Selectboard will consider a meeting schedule for FY27 budget.

The Selectboard and Finance Committee will hold a series of joint sessions in March 2026 to review the proposed FY27 operating and capital budgets. The schedule begins on March 3 during the regularly scheduled Selectboard meeting with a Manager overview, followed by focused sessions on March 9, 10, and 16 to review department budgets including Fire/Rescue, Public Works, Parks, Cemeteries, Administration, Assessing, Legal, Facilities, Recreation, and other town services. The series concludes on March 23 with a final review and wrap-up. A more detailed description of these meetings is attached in the supporting documents, providing department-specific agendas and discussion topics to facilitate a comprehensive budget review.

13. The Selectboard will consider upgrading EV chargers at the Community Center and Brown Avenue.

Included in the Selectboard packet is from Energy Management Consultants Inc.(EMC)'s proposal to convert the Town's two electric vehicle chargers from Level 1 to Level 2. The chargers are currently located at the bus stop on Brown Avenue and at the rear of the Casco Community Center. The proposal includes the purchase of two Level 2 chargers, wall-mount holsters, software, and labor for installation, with a total cost of \$5,349.34.

The advantages of upgrading the Town's EV chargers from Level 1 to Level 2 include:

- **Faster Charging:** Level 2 chargers provide roughly 20–25 miles of range per hour, compared to 3–5 miles for Level 1, improving convenience for public use and reducing vehicle downtime.
- **Aging Equipment:** The current Level 1 chargers, installed around 2014, are nearing the end of their expected 5–15 year lifespan.
- **Improved Revenue Structure:** Current usage generates less than \$100 annually. Level 2 chargers allow users to pay a fee based on electricity consumption, calculated using Town electricity rates plus \$0.05 per kWh, collected via the software system.

Financially, it is recommended that the Selectboard use contingency funding for this purchase, as authorized at Town Meeting. No Efficiency Maine or similar grant funding is currently available; however, staff will continue to monitor opportunities for potential installation of additional Level 2 chargers at the Town Office or Casco Community Park.



TOWN OF CASCO
BOARD, COMMITTEE, COMMISSION & COUNCIL
APPOINTMENT POLICY
ADOPTED AUGUST 22, 2023
MODIFIED JANUARY 21, 2025
MODIFIED JANUARY 13, 2026

Section 1. Purpose: To establish a comprehensive guide for municipal Boards, Committees, Commissions and Council (BCC&Cs) including procedures for application, appointment, and reappointment, definition and description of the respective BCC&Cs, and the specific responsibilities of BCC&C Chairs. This document is effectively a policy of the Town of Casco Select Board.

The Comprehensive Plan of the Town of Casco states a goal to “encourage citizen participation in town government.” (Town Comprehensive Plan, amended January 30, 2024, page 160 .) Participation on boards, committees and commissions provides citizens an opportunity to engage actively in their local government. Members of boards, committees and commissions (BCC&Cs) share with elected officials in the responsibilities and benefits of working to shape the community of Casco for the greater good of all its residents. These procedures are written to present a clear record of the application process for the town to follow in appointing members to BCC&Cs. The procedures are intended to promote a spirit of volunteerism and civic involvement and to encourage Casco residents to become enthusiastically engaged as volunteers in Casco.

Section 2. Principles:

The proper operation of democratic government of the Town of Casco requires that the Town’s Select Board and members of BCCs be fair, impartial and responsive to the needs of the people and to each other in the performance of their respective functions and duties. Decisions will be made and policies will be set through proper channels of the Town’s governmental structure. Neither public office nor public employment will be used for personal gain. All town officials, whether they are elected, appointed, employed or are volunteers, will maintain a standard of ethical conduct to inspire public confidence in the integrity of the Town’s government.

Section 3. Minimum Requirements:

The following minimum eligibility criteria must be met by all applicants seeking to serve on a BCC&C:

- A. Resident of the Town of Casco.
- B. Exclusive of the Planning Board and Board of Appeals who may perform regulatory and quasi-judicial functions, the Select Board at its discretion may appoint members of certain BCC&C that may not meet these criteria as circumstances warrant.

Section 4. Application Procedures:

The Select Board shall not discriminate against an applicant based on religion, age, sex, marital status, race, color, ancestry, national origin or sexual orientation. Applicants are expected to be able to perform the duties of their appointment with reasonable accommodation. The Select Board shall have final authority over the appointments to Boards, Committees, and Commissions (BCC&C) that are instruments of Town Government. The Select Board welcomes all qualified, motivated applicants for volunteer positions.

Note: All positions becoming open for any reason will be open to all interested applicants.

- A. Vacancies on BCC&Cs will occur from time to time and are due to three primary causes. Depending upon the reason for a vacancy, different appointment/reappointment procedures apply:
 1. Vacancy by expiring term: By May 1st of the expiring year, a BCC&C chair shall notify any member(s) that their term is expiring and inform any such member(s) that they need to reapply for a position before May 31st in order to be considered for reappointment on or before July 1. The Town Clerk will notify all BCC&C chairs by April 1st of the roster of their BCC&C by name and dates of terms.
 2. Vacancy by default: When an opening occurs prior to the expiration of a term for reasons other than formal resignation or forfeiture including, but not limited to excessive absenteeism, death or change of residency of the volunteer, the Clerk shall notify the Town Manager to include such notice of vacancy on the next Select Board agenda to declare the position formally open for advertising.
 3. Vacancy by resignation: Resignations may be in written (letter, email) or verbal form. If verbal, resignations must be communicated to the BCC&C chair. The BCC&C Chair shall document all resignations in writing (letter, email) to the Clerk.
- B. Alternates
 1. For BCC&Cs whose membership includes Alternates, any such Alternates who wish to fill a vacancy arising as a result of an expiring term must submit a new application for the position.
 2. For BCC&Cs whose membership includes Alternates, the most senior Alternate who wishes to fill a vacancy arising as a result of a resignation or default may be appointed without further application or advertising, at the sole discretion of the Select Board, to full member status for the duration of the remaining term of the resigning member.
- C. Applicant's Process:
 1. Each applicant applying for a vacancy on a BCC&C shall complete an Appointment Application provided through the office of the Clerk. If there is a vacancy on a BCC&C, interested applicants may apply at any time. If there is no vacancy on a BCC&C, applicants may apply at any time and applications will remain on file with the Town Clerk for one year.

2. All *first-time* appointment applicants shall meet with the Select Board during a Select Board meeting for their appointment interview. Reappointment applicants may request an interview with the Select Board. The Select Board will not unreasonably deny a request for an interview. For the purpose of this document, “reappointment” means continuous, uninterrupted service on the same BCC&C, and first-time appointment shall mean on any
 3. BCC&C and is not intended for an applicant currently or previously serving on another BCC&C.
 4. All applicants and reappointment applicants shall be provided a copy of this document in writing (hard copy or electronic via email) along with an Appointment Application.
 5. All individuals appointed for the first time to the Planning Board or Board of Appeals are required to complete the Basic Workshop for Planning Board or Board of Appeals members offered by Maine Municipal Association within 6 months of their appointment. Upon completion of the basic workshop, members are responsible for providing a certificate of completion to the Town Clerk. This requirement does not preclude a BCC&C member from serving on the BCC&C prior to completing workshops.
 6. All municipal appointees are expected to complete Freedom of Access Act (FOAA) training. Appointees required by statute to complete a training course must do so within 30 days of appointment or reappointment and provide certification to the Town Clerk. BCC&Cs required to complete the course include:
 - a. Finance Committee
 - b. Planning Board
 - c. Select Board
 7. Select Board members and appointees to the Appeals Board and Planning Board must take an oath of office from the Town Clerk or his/her designee before assuming their duties.
 8. Applicants who have not been appointed to a vacancy by the Select Board for which the applicant has initially applied, may have his/her application filed with the Town Clerk for a period of time not to exceed one year for future consideration. Reconsidered applications need to follow all steps of these Procedures, with the exception of completing another application.
 9. All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the BCC&C name will result upon three consecutive unexcused absences in any term.
- D. Town Clerk’s Process:
1. The Clerk shall advertise vacancies on BCC&Cs as per the Advertising Section (5) of these procedures.
 2. The Clerk will provide each applicant with written responsibilities for the appropriate BCC&C.
 3. The Clerk shall accept all applications for appointments to BCC&Cs regardless of vacancies, and retain applications for up to one year unless the applicant withdraws.
 4. The Clerk shall forward complete appointment applications to the Town Manager

when opening(s) exist.

5. The Clerk, working in conjunction with the Town Manager, shall schedule applicant interviews at the mutual convenience of the Select Board and the applicant.
 6. The Clerk shall inform applicants and the chair of the relevant BCC&C of the Select Board's decision(s) regarding appointments, reappointments or resignations.
 7. The Clerk shall copy any letters of resignation to the Town Manager.
 8. The Clerk shall record position openings after the acceptance of a resignation by the Select Board.
 9. The Clerk or his/her designee must administer an "Oath of Office" to all appointees to the Appeals Board, Library Board of Trustees, Planning Board or the Recreation Board before assuming official duties.
- E. Advertisement Process:
1. Following a resignation or prior to annual expiration of a term, all positions will be advertised for a minimum of 10 days before any applications can be considered by the Select Board.
 2. Advertising for vacancies shall be accomplished through use of all of the following media: Town of Casco website, publishing in the monthly Casco Messenger (as publishing deadline allows) and posting at the Town Office. In addition, advertising for vacancies may also be accomplished by posting notices at the Casco Post Offices, Town Library, in local publications, and Lake Region TV station.
 3. The advertisements shall list all vacancies on each BCC&C, the length of the term and describe the application process.
- F. Chairs of Boards, Committees, and Commissions Process:
1. The chair, in consultation with committee or board members, may provide to the Select Board a list of knowledge, skills, education or experience that would be desirable in a new member and which the Select Board may use in evaluating applicant(s).
- G. Town Manager's Process:
1. The Town Manager shall inform the Select Board of all applications and resignations from BCC&Cs by making them an agenda item for the Select Board's review.
 2. The Town Manager or his/her designee shall inform the Clerk of all Select Board decisions regarding appointments, reappointments and resignations.
- H. Select Board's Process:
1. No opening shall be considered by the Select Board unless the following have been met:
 - a. Notification of a vacancy by the Town Clerk has been completed and recorded
 - b. Advertising Process (Section 5) has been completed.
 2. The Select Board shall review each application for appointment or reappointment.
 3. The Select Board shall interview all new appointment applicants and may interview reappointments in accordance with Section 3.b.
 4. Provided the advertising process is complete, the Select Board shall act on

applications for BCC&Cs no later than the second regularly scheduled meeting following the receipt of any applications and the completion of interviews.

5. When reviewing an application for appointment, the Select Board may consider, but are not limited to the following criteria:
 - a. BCC&C needs,
 - b. Applicant experience and qualifications,
 - c. Encouraging and welcoming new volunteers to BCC&Cs,
 - d. Maintaining institutional memory.

Section 5. Duties and Responsibilities for Boards, Committees, Commissions and Councils:

Chair Duties and Responsibilities:

In addition to their duties and responsibilities as members of their respective Boards, Committees and Commissions (BCC), the Chair may have additional duties and responsibilities. These additional duties are discussed below. In the event that any of the following occurs: (a) the Chair is absent from a meeting; (b) the Chair has a conflict of interest, as defined by law, with the business being conducted by the BCC, or; (c) a circumstance arises at the reasonable discretion of the Chair when he/she feels it is inappropriate for him/her to preside as chair, then a vote of other members present shall determine who will preside over the meeting.

Duties of the Chair:

1. General
 - a. The Chair should maintain an annual work plan for the BCC, including anticipated deliverables and deadlines.
 - b. The Chair should routinely meet with the Town Manager to ensure that they stay current with Town issues.
 - c. The Chair is considered to be the public spokesperson for the BCC although he/she can designate this responsibility freely.
 - d. Chair, Secretary or designee is expected to attend the Annual Chairs Meeting.
 - e. Annually, by February 1st, the Chair shall update the BCC Definitions page. Any revisions shall be submitted to the Select Board for review and considered for possible amendment/ possible adoption.
2. Membership
 - a. All members of BCCs are eligible for election as Chair and may serve any number of consecutive terms, as elected annually by fellow members. Chairs shall notify the Town Clerk of their election promptly. Chairs shall request a copy of this document for their reference.
 - b. A vacancy in the position of Chair will be filled as soon as possible
 - c. Each chair shall request a copy of the Procedures for Application for Appointment and Reappointment to BCC upon election as Chair. The Chair of each BCC shall notify the Town Clerk when a vacancy occurs on the BCC that the Chair represents. The Chair shall also supply the Town Clerk with the title of the position to be filled, a brief outline of the duties of the position and the length of the term of

the position.

- d. The Chair will notify members of any changes to the Town's Procedure for Application for Appointment and Reappointment document along with a copy of these guidelines.

The Chair will ensure that all members appointed for the first time to the Planning Board or Board of Appeals complete the Basic Workshop for Planning Board or Board of Appeals members offered by Maine Municipal Association. Upon completion of the basic workshop, members are responsible for providing a certificate of completion to the Town Clerk. This requirement does not preclude Planning Board or Board of Appeals members from serving on their respective committees prior to completing workshops.

- e. Written responsibilities for each BCC are developed by the Select Board or Town Manager and are available from the Town Clerk.
- f. The chair, in consultation with committee or board members, may provide to the Select Board a list of knowledge, skills, education or experience that would be desirable in a new member and which the Select Board may use in evaluating applicant(s). The Chair, in consultation with BCC members, may request a reconfiguration (such as changing the number of BCC members, or adjusting the job description) of any BCC.
- g. By May 1st of the expiring year of any member, the BCC chair shall notify any member(s) that his/her term is expiring and inform any such member(s) that he/she needs to reapply for a position before May 31st in order to be considered for reappointment on or before July 1. The Town Clerk will notify all BCC chairs by April 1st of the roster of their BCC by name and dates of terms.

3. Meetings

- a. The Chair is expected to conduct all meetings.
- b. The Chair is expected to notify all members of meetings.
- c. All meetings must follow the Select Board's Remote Meeting Policy (attached in the Appendix.)
- d. All meetings must follow the Select Board's Standards of Conduct Policy. Please have conversations with the Town Manager regarding any challenges you have or anticipate with maintaining civil meetings.

4. Agendas, Minutes, Writing Articles

- a. The Chair, or designee is expected to prepare an agenda for each meeting using the following guide:
 - Establish a quorum.
 - Review and approval of minutes of previous meeting.
 - Oral and Written Communications
 - Opportunity for members of the public to address the BCC.
 - Old (unfinished) business.
 - New business.
 - Adjournment.

Each agenda shall be sent to the Town Clerk for posting at least three days

- prior to the meeting. See below for sample agenda.
- b. Chair is responsible to see that the Secretary keeps minutes of meetings and submits them timely as noted below. The Chair may be the Secretary if elected and willing to do so.
 - i. Unapproved minutes shall be submitted to the Town Clerk within one week of meeting being held.
 - ii. Approved minutes shall be submitted to the Town Clerk for filing and posting on the web site within one week of approval.
 - iii. Minutes shall contain at a minimum:
 1. Record of attending and absent members,
 2. notation that each section of the agenda was addressed, and
 3. all motions made including who moved, who seconded and the vote tally.
 - iv. Minutes shall also include summaries of agenda discussion topics which have a bearing on potential future board/committee action items.
 - c. The Chair, or designee is responsible for writing an article for the Town Report each year and for the Casco Messenger if meetings are held that month.

5. Updates

Any amendment or revision approved to this policy shall be reflected immediately in all official digital versions of the policy. Updated printed copies shall be produced and made available to staff and committee members on a semiannual basis, specifically in February and July, and shall incorporate all policy changes approved since the previous printing.

Town of Casco: Boards, Committees, Commissions & Councils Definitions

Required Format for listing of BCC & C

Required items are in regular font, written copy needed for italics

BCC Name

Mission Statement (or equivalent)

State the purpose of the BCC&C and what you expect to accomplish

Authorization

State how this BCC&C is authorized to exist and operate

Membership

The *BCC Name* is a *number*-member board. Each member is appointed to a *number* - year term. *Any other specifics concerning membership requirements. List if BCC&C member must be sworn in by Town Clerk.*

Officers

Chairperson
Secretary
Any others list here

Officers are elected annually by the committee members at the first meeting of the fiscal year.
Revise if this is not true for your BCC&C.

Meetings

Regular meetings held monthly, at the Town Office and are always open to the public. Agendas are sent to the Town Clerk at least three days prior to the meeting. *If you meet in another location state that in place of the Town Office.*

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the *BCC name* will result upon three consecutive unexcused absences in any term.

All meetings will generally follow Robert's Rules of Order.
Add any other information pertinent to your BCC.

Cemetery Committee 6-2023

Mission Statement (or equivalent)

The Casco Cemetery Committee endeavors to preserve and maintain the integrity, character, beauty, and historical value of Casco's cemeteries; and to monitor application of the Cemetery Rules to those ends. The Cemetery Committee will serve as an advisory board to the Select Board, the Town Manager, the Sexton and the Casco community.

Authorization

The Cemetery Committee was formed by the Select Board in Month of 2023 on the recommendation of the Town Manager to act as an advisory committee for all issues related to Casco's cemeteries.

Membership

The Cemetery Committee is a 5-member committee. The Town Sexton serves as a non-voting 6th member of the committee. Each member is appointed to a 3-year term.

Officers Chairperson

Vice Chair Secretary

Officers are elected annually by the committee members at the first meeting of the fiscal year.

Meetings

Meetings for the Cemetery Committee shall be at intervals deemed necessary for budget information and input and overseeing maintenance and management of all of our cemeteries. Meetings schedule to be determined at a future date at the Town Office and are always open to the public. Agendas are sent to the Town Clerk at least three days prior to the meeting.

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the *Cemetery Committee* will result upon three consecutive unexcused absences in any term.

All meetings will generally follow Robert's Rules of Order.

Comprehensive Plan Implementation Committee 06-2023

Mission Statement (or equivalent)

The Casco Comprehensive Plan ("Plan") is a planning document that describes and inventories town features and resources and establishes a plan and direction for future town processes and activities. The Plan does not establish any new regulations or standards and does not approve new spending. The recommended policies in the Plan are conceptual and broad. Discussion and debate on the specifics of how these policies should be implemented will occur during town ordinance revision or budgetary process. Any changes to town ordinances or the town budget that may be recommended in the Plan must be proposed, reviewed, and approved by Casco voters using the regular, established process that is in place for making those types of municipal decisions.

The Plan, in and of itself, has no regulatory force. It is a planning tool that guides future activities of the Town and forms the foundation for town ordinances. Any ordinance revisions that are made in the future must be consistent with the provisions of the Plan. It is likely that many of the proposals and recommendations made in the Plan will result in ordinance revisions or budgetary actions as the Plan is being implemented. It is also possible that certain provisions of the Plan, for a variety of possible reasons, may not ultimately be implemented.

State law requires that land use ordinances be consistent with local comprehensive plans.

Authorization

State Law: MRS Title 30-A, Chapter 187, Subchapter 1, Paragraph 4326, Subsections 1-5.

The Comprehensive Plan Committee operates under the appointed authority of the Select Board of the Town of Casco.

Membership

The Comprehensive Committee is a 9-member board. Members are needed to assist in the implementation of the recommendation of current plan and recommend modifications, as needed. Members are appointed to serve for a 2-year term.

Officers

Chairperson, Vice-Chairperson, Secretary

Officers are elected annually by the committee members at the first meeting of the fiscal year.

Meetings

Regular meetings held monthly, usually at the Community Center and are always open to the public. Agendas are sent to the Town Clerk at least three days prior to the meeting.

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the Comprehensive Plan Committee will result upon three consecutive unexcused absences in any term.

All meetings will generally follow Robert's Rules of Order.

Finance Committee 6-2023

Mission Statement (or equivalent)

To annually perform an independent review of the Town of Casco's proposed operating and capital budgets for the upcoming fiscal year, and to make recommendations regarding expenditures to the Select Board and Casco voters intended to provide necessary funding for services without imposing an unreasonable burden on taxpayers.

Authorization

The Finance Committee operates under the appointed authority of the Select Board of the Town of Casco.

Membership

The Finance Committee is a 7-member committee.

As the terms of existing Committee members expire, all new members will be appointed accordingly by the Select Board, each to a three (3)-year term. Members may be appointed to successive terms.

Officers

Chairperson

Vice-Chair

Secretary

Officers are elected annually by the committee members at the first meeting of the fiscal year.

Meetings

Attend and actively participate in Committee meetings during a roughly two-month-long review of the proposed annual operating budget for the upcoming fiscal year. This review typically occupies the months of February and March. All meetings are held at the Community Center and are always open to the public. Agendas are sent to the Town Clerk at least three days prior to the meeting. The role of the Finance Committee may expand during the year based on the Town's needs.

All budget presentations are completed in conjunction with the Selectboard

Attend Public Informational Meetings as well as the Annual Town Meeting to respond to questions regarding the Committee's recommendations on specific department and division budgets, as deemed necessary.

Periodically meet with the Select Board to discuss revisions in the Capital Investment Plan (CIP).

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the Budget Committee will result upon three consecutive unexcused absences in any term.

All meetings will generally follow Robert's Rules of Order

Planning Board 10-2021Mission Statement (or equivalent)

The Planning Board is responsible for reviewing and making decisions on all land use, construction, and development applications requiring Planning Board approval under the provisions of Casco's Zoning & Land Use Ordinance ("ZLUO"). The ZLUO provides that the purposes of development review are to: "provide a level of municipal review that would not

otherwise occur for projects that could adversely impact the surrounding community as a whole; maintain and protect the Town's rural character and natural resources, including scenic and historic resources, by requiring that structures, signs and other alterations on, or to the land, are sited and developed in accordance with certain standards; promote and protect health and welfare of the townspeople; and, provide permanent records of conditions that run with ownership of property." The Planning Board also regularly reviews the Land Use Ordinance and makes recommendations for its revision in response to policy matters or issues of clarity.

Authorization

It was voted at the June 15, 2005 Town Meeting that the Planning Board shall consist of 5 members and 2 alternate members. Members have terms of 3 years. An alternate member may attend all meetings of the Board and participate in its proceedings, but may vote only when designated by the chairperson to sit for a member. The chairperson shall call at least one regular meeting of the board each month. See full document on the Town of Casco website.

Membership

The Casco Planning Board is comprised of 5 members and 2 alternate members. Each member serves a term of 3 years.

Officers

Chair and Vice-Chair

Officers are elected annually by the board members at the first meeting of the fiscal year, or as soon as possible thereafter.

Meetings

The Planning Board meets the fourth Monday of the month at 6:30 pm at the Casco Community Center and are always open to the public. Agendas are issued by the Code Enforcement Office at least 3 days prior to the meeting.

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will then be listed as an excused absence. Dismissal from the Planning Board will result upon three consecutive unexcused absences in any term. Alternate members shall participate in meetings in lieu of regular members who are absent based upon seniority.

All meetings will generally follow Robert's Rules of Order.

Selectboard 6-2023

Mission Statement (or equivalent)

The Select Board of Casco is an elected board that executes the executive and fiduciary functions of the Town of Casco.

Authorization

The Select Board is elected by the people of Casco.

Membership

The Select Board is a 5-member board. Each member is elected to a 3-year term.

Officers

Chairperson

Vice-Chairperson

Secretary

Officers are elected annually by the members at the first meeting of the fiscal year.

Meetings

Regular meetings held twice a month, at the Casco Casco Community Center. Agendas are sent to the Town Clerk at least three days prior to the meeting.

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the Select Board will result upon three consecutive unexcused absences in any term.

All meetings will generally follow Robert's Rules of Order and the Standards Of Conduct For Public Meetings adopted by the Select Board on August 20, 2024.

Zoning Board of Appeals 6-2023Mission Statement (or equivalent)

The powers and duties of the Board of Appeals include hearing and making binding decisions on appeals in regard to final decisions of the Code Enforcement Officer or the Planning Board and in granting or rejecting variance requests arising from the Casco Land Use Ordinance. The Board of Appeals must be maintained in accordance with the provisions of Title 30-A, M.R.S.A., Section 2691.

Authorization

The Appeals Board operates under the appointed authority of the Select Board of the Town of Casco in accordance with Title 30-A, M.R.S.A., Section 2691.

Membership

The Appeals Board is a 5-member board. Each member is appointed to a 3-year term.

Appointees must take an oath of office from the Town Clerk or his/her designee before assuming the duties on the Appeals Board.

All individuals appointed for the first time to the Board of Appeals are required to complete the Basic Workshop for Board of Appeals members offered by Maine Municipal Association within 6 months of their appointment. Upon completion of the basic workshop, members are responsible for providing a certificate of completion to the Town Clerk. This requirement

does not preclude a new member from serving on the Appeals Board prior to completing workshops.

Officers

Chairperson

Vice Chairperson

Officers are elected annually by the committee members at the first meeting of the fiscal year.

Meetings

The Zoning Board of Appeals meets the 3rd Monday of each month at the Community Center and are always open to the public. Agendas are sent to the Code Enforcement Office at least three days prior to the meeting.

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the Zoning Board of Appeals will result upon three consecutive unexcused absences in any term.

All meetings will generally follow Robert's Rules of Order.

Casco Naples Transfer Station Council 01-2025

Mission Statement (or equivalent)

The Casco Naples Transfer Station Council (hereafter the "Council") shall be a standing committee composed of the following voting members: three community members from participating municipalities; and the following non-voting members: the Transfer Station Manager and participating Town Managers. The Committee shall review and provide input and recommendations to the Transfer Station Manager and participating Select Boards regarding:

- i. All Transfer Station operations, including: the Manager's forecasts and plans for the generation, transmission and distribution of recyclables, Municipal Solid Waste (MSW) and other waste materials brought to the Transfer Station; customer service; public education and awareness; advocacy for increased recycling; implementation of guidelines established for site/facility design, operation and storage at the Transfer Station; and hours of operation (year-round and summer only).
- ii. The Transfer Station's compliance with established policies, procedures and practices pertaining to the protection of the environment and health/safety of employees, contractors and general public; ensuring said are sufficient to achieve and maintain compliance with applicable laws and regulations.
- iii. Environmental and/or health/safety related issues.
- iv. Recycling: methods, materials, tracking, advocacy, awareness, and public education.

Authorization

The Casco Naples Transfer Station Council operates under the authority Interlocal Agreement

between the Town of Casco and Town of Naples dated June 28, 2016.

Membership

Casco Naples Transfer Station Council (SWRC) is an 8-member committee. Casco members are elected for 3-year terms. Members include the Town Managers from each town (Casco & Naples), and 3 citizens at large from each town.

Officers

Chairperson, Vice Chairperson

Officers are elected annually by the councilmembers at the first meeting of the fiscal year.

Meetings

Regular meetings are held quarterly in the months of February, May, August and November, on a rotating basis in the towns of Casco and Naples and are always open to the public. Meetings are typically held from 6:00PM to 7:30 PM. Interim meetings may be held at the request of the Casco or Naples Town Manager. Agendas are sent to the Town Clerk at least three days prior to the meeting.

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the Casco Naples Transfer Station Council will result upon three consecutive unexcused absences in any term.

All meetings will generally follow Robert's Rules of Order.

Veterans Committee 06-2023 01-2026

Mission Statement (or equivalent):

The mission of the Committee shall be:

To promote the recognition and observance of patriotic holidays to include, but not be limited to: Memorial Day, Flag Day, the Fourth of July, National POW/MIA Recognition Day, Veterans' Day, and Pearl Harbor Day.

Authorization

The Veterans Committee operates under the authority of the Select Board of the Town of Casco.

Membership

The Committee shall be composed of five voting members appointed by the Casco Select Board for staggered terms as follows:

A. Three Casco veterans.

B. Two remaining members ~~shall~~ **may** be Casco nonveterans or veterans.

C. The Town Manager or his/her designee shall serve as the only ex-officio, non-voting member of the Committee, and shall be the primary interface between the Committee and the Select Board.

As the terms of existing Committee members expire, all new members will be appointed accordingly by the Select Board, each to a three (3)-year term. Members may be appointed to successive terms.

At least three of the appointed members shall be veterans.

Any time the Committee cannot find a sufficient number of veterans who wish to serve on the Committee, additional non-veterans may be appointed to the Committee.

Members shall serve without compensation.

Officers

The officers of the Committee shall be: Chair, Vice Chair and Secretary.

All officers shall be elected annually by vote of the Committee in public session during the first meeting of the Committee each fiscal year.

Meetings

Meetings for the Veteran's Committee shall be at intervals deemed necessary for budget information and ceremonies associated with Memorial and Veterans Day. Meetings schedule to be determined at a future date at the Community Center and are always open to the public. Agendas are sent to the Town Clerk at least three days prior to the meeting.

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the *Veteran Committee* will result upon three consecutive unexcused absences in any term.

All meetings will generally follow Robert's Rules of Order.

Safe Streets Committee 01-2025

Mission Statement (or equivalent)

Streets and roadways within the Town of Casco will be safe and accessible for people of all ages and abilities, including pedestrians, bicyclists, motorists, and public transportation users. By improving road design and focusing on safer speeds, the Town of Casco will achieve zero fatal or severe injury crashes.

Authorization

The Veterans Safe Streets Committee operates under the authority of the Select Board of the Town of Casco.

Membership

The *Safe Street Committee* is a *seven-member* board.

A. Initial Appointments.

1. Two to a one-year term.
2. Two to a two-year term.
3. Three to a three-year term.

B. The Town Manager or his/her designee shall serve as the only ex-officio, non-voting member of the Committee, and shall be the primary interface between the Committee and the Select Board.

As the terms of existing Committee members expire, all new members will be appointed accordingly by the Select Board, each to a three (3)-year term. Members may be appointed to successive terms.

Officers

Chairperson
Vice Chair
Secretary

Officers are elected annually by the committee members at the first meeting of the fiscal year.
Revise if this is not true for your BCC&C.

Meetings

Regular meetings held monthly, at the Casco Community Center and are always open to the public. Agendas are sent to the Town Clerk at least three days prior to the meeting. *If you meet in another location state that is not the Casco Community Center the chair must notify the Town Manager to ensure community notification.*

All members are expected to attend each meeting and must notify the Chair in advance of the meeting if unable to attend and will be listed as an excused absence. Dismissal from the *Safe Street Committee* will result upon three consecutive unexcused absences in any term.

All meetings will generally follow Robert's Rules of Order.

Adopted this 21st 13th day of January 2025 2026.

Approved by Casco Selectboard:

_____ Grant Plummer, Chair

_____ Robert MacDonald, Vice-Chair

_____ Mary-Vienessa Fernandes

_____ Scott Avery

_____ Eugene Connolly



Town of Casco Water Quality Plan December 19, 2025

Introduction

This Water Quality Plan is drafted as a result of an action by the Casco Selectboard and the Comprehensive Plan Implementation Committee (CPIC) to address one of the top priorities of the Comprehensive plan: to maintain the Water Quality of the lakes and ponds of the town of Casco Maine. Rivers, streams, wetlands, and aquifers, while critical, will be addressed in future updates to this plan.

In order to address the controlled growth expected in Casco in accordance with the comprehensive plan, a plan is needed to lay out the implementation and methodologies to maintain and / or improve the water quality of our water resources as the town grows and evolves.

This plan is divided into seven Chapters. Each chapter will describe the purpose of these actions and initial steps for implementation.

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- Introduction page 1
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- Casco Surface Water & Watersheds Map.....page 4
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- Chapter 2 Watershed Stewardship pages 7 - 8
- Chapter 3 Testing and Inspections..... pages 8 - 9
- Chapter 4 Shoreline Condition Documentation.....pages 9-10
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- Appendix A: Stakeholders.....page 13
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Purpose

The purpose of the plan is to maintain and improve the water quality of all bodies of water in Casco.

The plan will serve as a road map for the establishment of a clean water commission for the town of Casco Maine. The Commission will serve as support to the CEO, Planning Board, and Select Board by providing reviews, research, assessments and recommendations for actions on shoreland zone permits or projects in Casco that may impact the water quality.

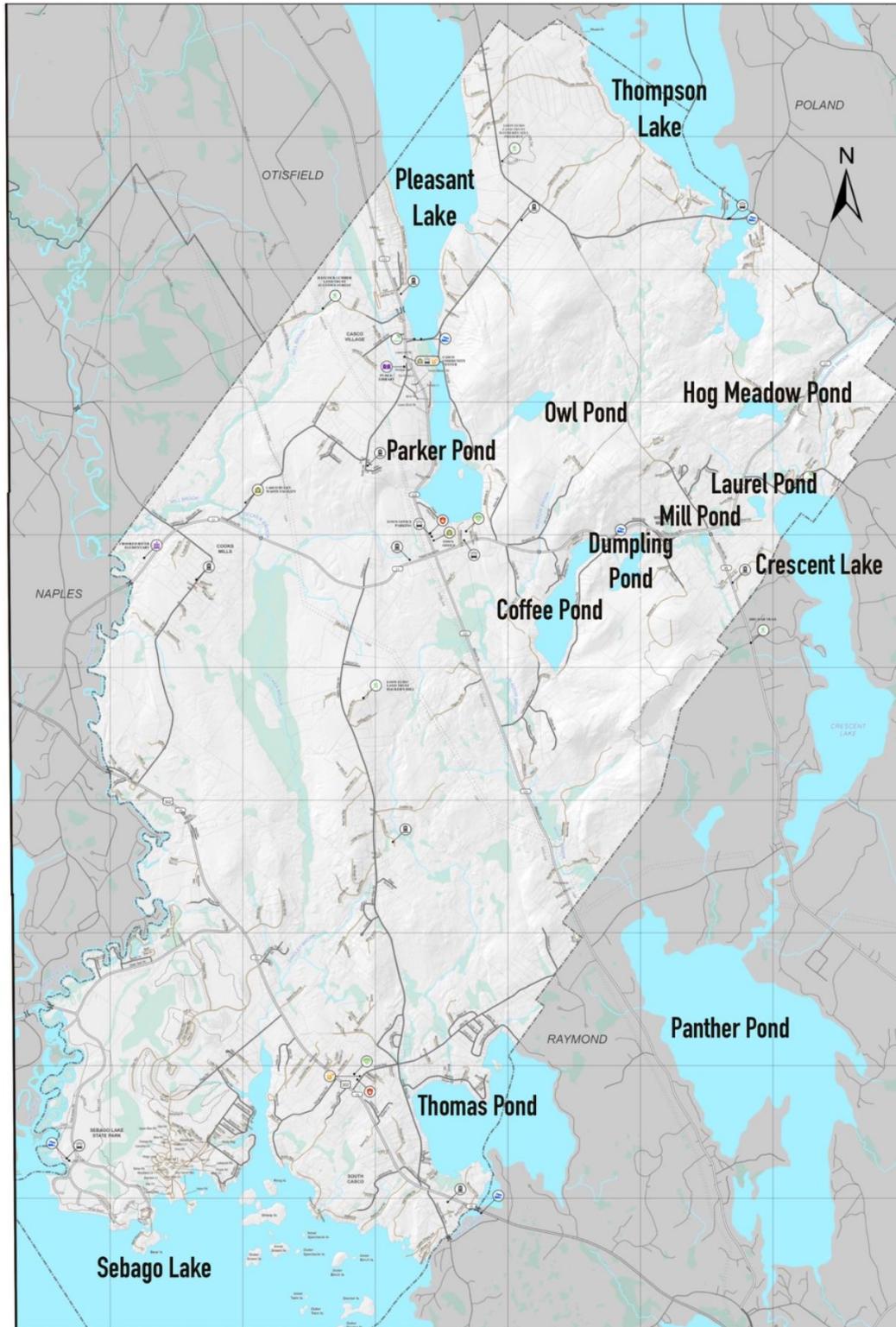
The Commission's initial focus will be implementation of the recommendations in the plan and to establish the methodologies that the commission will use in meeting the goals of maintaining and / or improving the water quality of our water resources. In addition, Commission will work closely with our neighboring towns where we share water resources

Major Recommendations

1. Establish a permanent Water Quality Commission tasked with executing the Water Quality Plan.
2. Notify the Commission of any permits within shoreland zones, to solicit input back to the decision makers on the Selectboard, Comprehensive Plan Implementation Committee (CPIC), Planning Board, and the CEO by reviewing and providing recommendations for all plans, projects, and permits that have the potential to impact Casco Water Quality.
3. Form a Water Quality Ordinance Task Force to coordinate this work and integrate it into other ordinance update plans.
4. Task the Water Quality Commission with managing the water quality budget line item to be allocated to lake associations.

The currently identified Lakes and Ponds for Casco Maine are included in the maps below. Watersheds each are listed alphabetically in Appendix D at the end of this document.

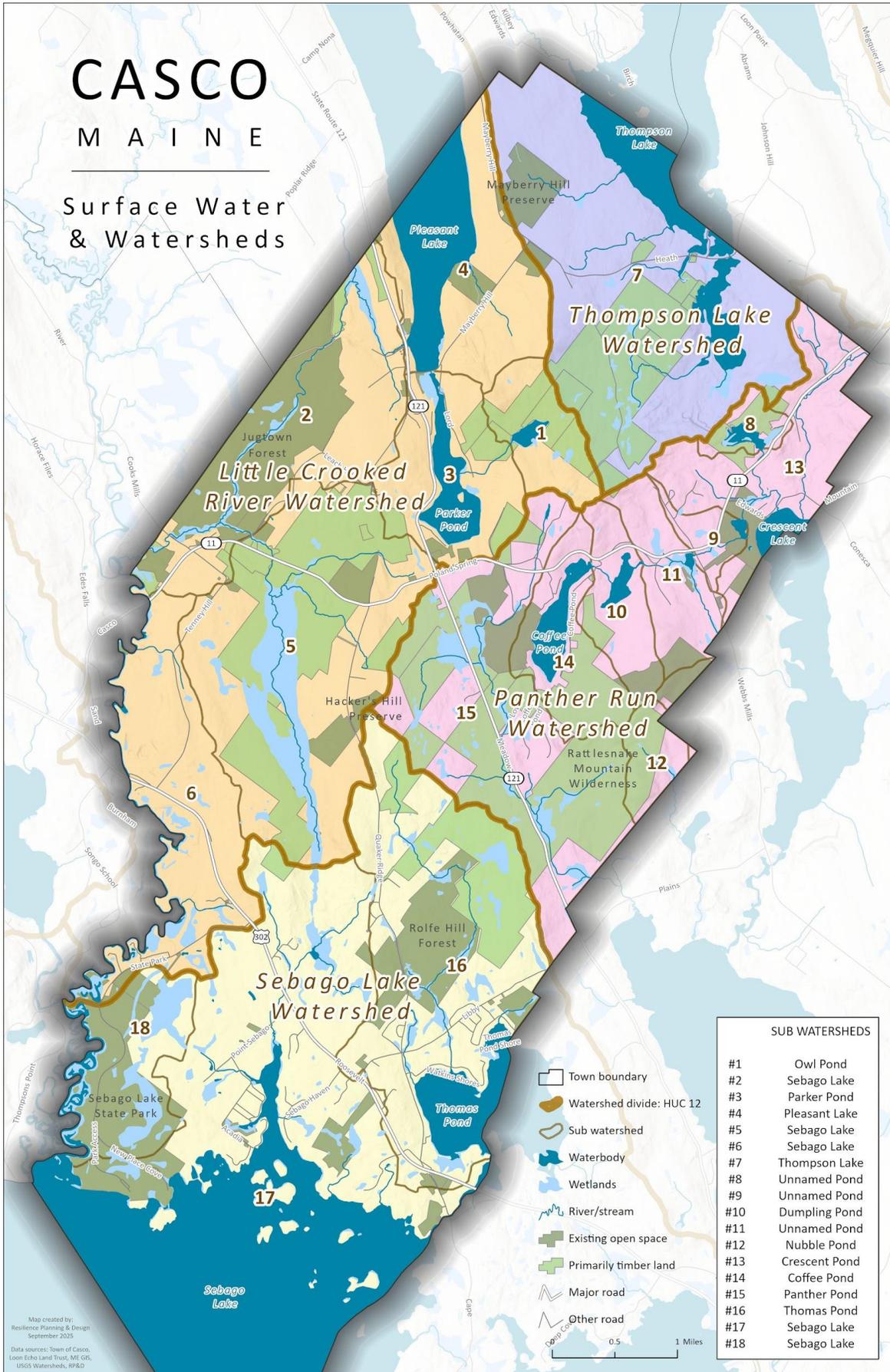
Town of Casco Lakes & Ponds



- Coffee Pond
- Crescent lake
- Dumpling Pond
- Hog Meadow Pond
- Laurel Pond
- Mill Pond
- Owl Pond
- Panther Pond
- Parker Pond
- Pleasant Lake
- Sebago Lake
- Thomas Pond
- Thompson Lake

CASCO MAINE

Surface Water & Watersheds



SUB WATERSHEDS	
#1	Owl Pond
#2	Sebago Lake
#3	Parker Pond
#4	Pleasant Lake
#5	Sebago Lake
#6	Sebago Lake
#7	Thompson Lake
#8	Unnamed Pond
#9	Unnamed Pond
#10	Dumpling Pond
#11	Unnamed Pond
#12	Nubble Pond
#13	Crescent Pond
#14	Coffee Pond
#15	Panther Pond
#16	Thomas Pond
#17	Sebago Lake
#18	Sebago Lake

1. Land Use Ordinances

Objective

Casco's lakes and streams face pressures from shoreline development, stormwater runoff, septic systems, and land clearing. While land use ordinances exist to help manage these impacts, their enforcement and adequacy are not always clear. Proactively reviewing, updating, and enforcing ordinances is essential to ensure long-term water quality protection across all of Casco's watersheds.

Maine's Mandatory Shoreland Zoning Act (MSZA) requires all municipalities to adopt and enforce ordinances regulating land use activities within 250 feet of lakes, ponds, rivers, and wetlands. Casco has implemented these standards, but enforcement and ordinance strength can vary by town.

Casco's ordinances are grounded in the MSZA framework, but the town has the authority to adopt stronger standards where necessary. Reviewing Casco's ordinances in the context of neighboring municipalities (e.g., Raymond, Naples, Bridgton) will ensure consistent protections across shared watersheds. This context underscores Casco's ability to exceed state minimums where local water quality data show it is needed.

Goals

The goals for this section of the Plan are twofold:

1. Ensure that our existing ordinances are being used, followed and enforced to the greatest extent practical.
2. Adopt additional ordinance provisions to further protect water quality when appropriate.

Implementation Steps

For both goals:

- a. Identify which ordinances most directly affect water quality (shoreland zoning, stormwater/erosion control, septic, wetlands/streams, aquifer protection, canopy management).
- b. Use findings from recent watershed surveys to identify recurring problems (erosion, runoff, septic issues), and assess whether these problems could have been prevented by current ordinances or enforcement.
- c. Build accountability through ongoing monitoring and public reporting.

Goal 1. Ensure adequate enforcement of existing ordinances

- a. Review all permits requested within the Shoreland Zone, and other permits that have the potential to impact water quality. Provide recommendations to the CEO and Planning Board as appropriate.
- b. Track and assess Shoreland Zone permits and evaluate outcomes.
- c. Identify instances where the public's lack of knowledge was the issue.
- d. Identify where enforcement was inconsistent or insufficient.
- e. Develop a plan to improve compliance through staffing, training, and public education.
- f. Deliver periodic status updates and recommendations to the Selectboard.
- g. Provide education and outreach for landowners.

Goal 2. Adopt additional ordinance provisions when appropriate.

- a. Form a Water Quality Ordinance Task Force to coordinate this work and integrate it into other ordinance update plans.
- b. Compile and review all relevant Casco ordinances.
- c. Research other towns' ordinances.
- d. Gather scientific studies on the relationship of land use and water quality.
- e. Draft Recommendations for Planning Board and Selectboard review.

Ongoing Evaluation & Reporting

- a. Maintain an up-to-date public database of permits, violations, and enforcement actions.
- b. Track the number of groups, e.g. lake and road associations, to whom the CWQC has presented information regarding water-quality related ordinances.
- c. Prepare an annual "Land Use & Water Quality" report for the Selectboard and community.
- d. Hold annual public forums to share progress and gather resident input.

Integration with Watershed Plans

Findings from recent watershed surveys in Casco—such as the one for Thompson Lake—provide evidence of recurring land use impacts including road erosion, shoreline vegetation loss, and septic system concerns. The Land Use Ordinance Task Force will explicitly use these findings when evaluating whether such issues could have been prevented through stronger ordinances or better enforcement.

By grounding ordinance review in real survey data rather than theoretical assumptions, Casco can ensure that updates are data-driven and address on-the-ground conditions. This approach closes the loop between watershed science and town policy, strengthening long-term protections for water quality.

2. Watershed Stewardship

Objective

Watershed stewardship refers to protecting, maintaining, and improving the health and function of the town's watersheds. A watershed is an area of land that channels rainfall, snowmelt, and runoff into a common body of water such as a river, lake, or pond. All land areas are within a watershed. Watershed management is critical for environmental quality, drinking water, recreation, wildlife habitat, and sustainable development. Casco's lakes, ponds, and rivers are one of the town's most valuable natural assets.

Goals

1. Preserving or improving the water quality of our lakes and ponds
2. Identifying, preventing, and reducing nonpoint source pollution (NPS)

NPS occurs when rain, snowmelt, or irrigation runoff picks up pollutants from roads, streams, agricultural, and lawns, and carries them out into water bodies and groundwater. It is diffuse and comes from multiple sources. Common pollutants include excess fertilizers, pesticides, oil, grease, sediment, animal waste, and bacteria.
3. Identifying, preventing, and reducing point source pollution

Point source pollution comes from a single, identifiable source, such as a malfunctioning septic system or a factory smokestack. Septic systems release bacteria, nitrogen, phosphorus, and other contaminants that can leak into our bodies of water. These can fuel the growth of aquatic plants and algae, leading to a degradation in water quality.
4. Implementing best management practices (BMPs) such as erosion control, vegetated buffers, and improved road drainage to reduce runoff.
5. Adapting watershed management to address changing rainfall patterns, warmer temperatures, and more frequent extreme weather events.
6. Identifying and involving key stakeholders, promoting cooperation, and providing public education.

Implementation Steps

1. Ensure watershed surveys are conducted regularly.
2. Identify and engage representatives from each watershed in Casco (e.g., lake association, road associations, major landowners, etc.).
3. Create, share and maintain a "How to do a Watershed Survey" document.
4. With the various lake and road associations, create a multi-year implementation schedule in coordination with the Cumberland County Soil and Water Conservation District (CCS&WCD) that will prioritize the implementation of watershed surveys.
5. Research, create, and share a guide of potential sources of funding.
6. Review existing town ordinances regarding septic systems.

7. Initiate an inventory and create a database of all septic systems within 500 feet of the town's lakes, ponds, and streams.
8. Make recommendations to the town for additional oversight of septic system inspections within 500ft of lakes, ponds, and major streams.
9. Review existing ordinances that would apply to watershed protection and suggest appropriate changes.

Ongoing Evaluation & Reporting

1. Review the progress of watershed stewardship activities regularly.
2. Track key activities such as stakeholder engagement, watershed surveys, and implementation of best management practices.
3. Assess the availability and usefulness of important resources and guides.
4. Encourage collaboration among local organizations, property owners, and other stakeholders.
5. Share updates and recommendations with the Town of Casco officials, the community, and relevant parties to support transparency and continuous improvement.

3. Testing & Inspections

Objective

It is fundamental that testing and watchful monitoring of water resources be done on a regular basis. Doing so is the only way to see the effects of the actions taken in other parts of the Plan. We have identified several water quality measures, including dissolved oxygen, water temperature, turbidity, and phosphorus levels, which should be performed consistently across water bodies on a regular basis. Most of the work for testing is done by volunteers, but phosphorus samples need to be tested at a laboratory for a fee. See Appendix B for a list of recommended tests and how frequently they should be taken.

There are two additional types of inspections that should be conducted. The first is checking our water bodies for aquatic invasive species (AIS) on an annual basis. The second is Courtesy Boat Inspections (CBI) - the inspection of boats, motors, trailers and fishing gear at public boat launches for invasive species to prevent their introduction in the first place. Courtesy Boat Inspections (CBI) are an ongoing cost for lake associations since they are typically conducted by trained and paid inspectors.

Goals

1. To test water quality consistently across all Casco lakes and ponds in order to identify and mitigate those issues that arise from degraded water quality.
2. To eliminate or mitigate the impact of aquatic invasive species.

Implementation Steps

1. Establish minimum requirements for testing water quality and checking for invasive plant species, in conjunction with local lake associations.
2. Collect, document, and analyze testing data.
3. Take action to mitigate issues found.
4. Request that lake associations track and evaluate CBI coverage at all public boat launches and report findings back to the CWQC.
5. Ensure that lake associations are familiar with available training and grant sources for testing and inspections.
6. Research testing equipment, determine what equipment each lake association has, and purchase or rent equipment that could be shared with multiple lake associations.

Ongoing Evaluation & Reporting

1. Establish procedures for collecting and managing test data
2. Determine how many lake associations provide their data.
3. Track and map the locations of aquatic invasive species.
4. Report on effectiveness of CBI programs.
5. Assess the level of collaboration between CWQC and lake associations. Make recommendations to strengthen as appropriate
6. Report testing and inspection status to relevant parties (selectboard, lake associations, etc.) on an annual basis.

4. Shoreline Condition Documentation

Objective

The objective of shoreline documentation is to create a consistent, long-term visual record of Casco's lakes and ponds. This record supports water quality protection, adherence to Maine's Shoreland Zoning regulations, and informed decision-making. Regular photographic documentation enables the Town, the Planning Board, the Code Enforcement Officer (CEO), and lake associations to monitor shoreline conditions, evaluate the impacts of development, and identify erosion or vegetation changes that could affect water quality.

Goals

1. Compliance – Ensure adherence to Article 9 of Casco’s Shoreland Zoning Ordinance, requiring pre- and post-construction photographs for all permitted shoreland activities.
2. Monitoring – Maintain updated visual data to track shoreline changes, vegetation health, and erosion patterns over time.
3. Planning – Provide accurate and accessible imagery to support shoreline management strategies, permitting decisions, and grant applications.
4. Public Engagement – Encourage collaboration with lake associations and volunteers to build community stewardship and shared responsibility for water resource protection.

Implementation Steps

Permit-Required Photos: Update photo submission requirements for all shoreland zone permit application checklists. Pre-construction photographs must be submitted with the application, and post-construction photographs within 20 days of project completion. This approach strengthens applicant accountability and creates a clear visual record of site conditions before and after development, supporting enforcement if needed.

Photos and Aerial Video from the Water: Partner with lake associations, community volunteers, and licensed drone pilots to collect shoreline photographs and videos from both water-based and aerial perspectives. Imagery should be updated every 3-5 years to establish a reliable baseline for detecting major shoreline changes. All imagery should be stored on a secure town server for future analysis and reference.

Watershed Surveys: When a survey is complete, all photo imagery collected should also be added to the town’s secure server providing a snapshot of the water body’s shoreline status at the time the survey was conducted. A watershed survey’s photo documentation could also fulfill the every 3-5 years imagery update recommended.

Ongoing Evaluation & Reporting

Informal Ongoing Review: It is recommended that the Casco Water Quality Committee (CWQC) conduct informal, periodic reviews of shoreline photo documentation throughout the year. These reviews can help the Committee stay aware of emerging shoreline issues, observe developing trends, and note whether permit-related photo submissions appear complete. The CWQC may request assistance or clarification from the Code Enforcement Officer (CEO) or Planning Board when enforcement or permitting concerns arise.

Five-Year Review: To maintain a long-range perspective on shoreline conditions, it is recommended that the CWQC, in collaboration with the CEO and the Planning Board, undertake a comprehensive shoreline imagery review every five years. This broader assessment can help identify long-term changes, highlight areas experiencing erosion or development pressure, and support recommendations for adjusting documentation practices, data management approaches, or enforcement strategies as needed.

Community Feedback: The CWQC is encouraged to seek ongoing input from lake associations, volunteers, and shoreline residents. Gathering community feedback can improve documentation methods, highlight priority areas of concern, and help strengthen local involvement in shoreline and water-quality protection. This engagement may also support broader participation in imaging efforts and watershed surveys.

5. Education & Outreach

Objective

The purpose of the Education and Outreach Program is to inform and engage Casco residents, visitors, seasonal renters, area businesses and all lake users about protecting the town's water bodies from invasive species, water pollution, and watershed mismanagement.

Goals

1. Build partnerships with lake associations, environmental groups, businesses, and schools
2. Raise awareness of threats to water quality and lake health
3. Promote stewardship among residents and recreational users
4. Prevent the spread of invasive species through behavior change
5. Encourage compliance with ordinances and best use practices

Implementation Steps

These steps would be implemented by volunteers working in partnership with lake associations, town officials, schools, and local businesses. All content for printed and digital materials, workshops, and signage will be gleaned from the other major sections of this Water Quality Plan.

1. Printed Materials: Fact sheets, rack cards, welcome packets available at town office, library, realtors, and rentals
2. Digital Outreach: Updates via town website and social media, Newsletters and seasonal alerts, Videos and resources (e.g., LEA's LakeSmart)
3. Workshops & Presentations (in partnership with Maine Lakes, LEA Lake Smart) hosted at town office, schools and public venues.
4. Signage & On-Site Education: Boat launch signs with cleaning protocols, "You're in the Watershed" boundary signs, Educational signage at access points and parks
5. School Partnerships: Curriculum integration with science programs, Field trips, guest speakers, hands-on activities, Summer camp or afterschool club content

Ongoing Evaluation & Reporting

1. Track reach: workshop attendance, material distribution, digital engagement
2. Gather feedback via surveys or interviews
3. Monitor participation in events and programs
4. Use water quality data to evaluate long-term progress

6. Funding & Grant Opportunities

Objective

Lake Associations carry the primary burden of maintaining the water quality of their respective water bodies. There are a number of grants available that lake associations could be using to help them fund water quality activities. As such, CWQC will support the associations in procuring funding.

All lakes in Casco will receive town funding to conduct testing, monitoring, and reporting, provided that results are shared to the Casco Water Quality Committee (CWQC) and Lake Stewards of Maine. For lakes without formal associations, volunteers affiliated with the CWQC will conduct the necessary water quality testing.

The town has been allocating approximately \$16,000 each year to support lake water quality projects. Moving forward, the water quality committee will work with lake associations to set an annual budget dedicated to water quality testing and reporting. The annual budget will be allocated to each lake association based on an objective framework.

The committee will also research outside funding opportunities to provide and encourage lake associations to apply for grant opportunities to support additional programs such as watershed studies and erosion control projects.

Goals

1. Fund lake associations in an objective fashion from the Town Budget
2. Create and maintain a list of grant opportunities relevant to water quality
3. Provide resources to lake associations for them to supplement their budgets from other sources.

Implementation Steps

1. Create objective budget framework for allocations to lake associations
2. Submit an annual budget request, and manage the allocation of funds to the lake associations
3. Maintain and annually share a list of funding sources (See: Appendix C)

Ongoing Evaluation & Reporting

1. Request water quality reports from lake associations on a yearly basis.
2. Compile list of open grants to distribute to lake associations yearly.
3. Outreach to the lake associations to inquire about grants received.

Appendix A: Stakeholders

The establishment, development, and execution of the Casco Water Quality Commission will require coordination and support of the stakeholders to our water quality. The following are the stakeholders the committee have identified:

1. Casco Residents
2. Casco property owners
3. Local businesses
4. Lake associations
5. Road associations
6. Casco Selectboard
7. Casco Planning Board
8. Casco Code Enforcement staff
9. Casco Open Space Commission
10. Cumberland County Soil and Water Conservation District
11. Maine Department of Environmental Protection

Appendix B: Water Quality Tests

1. Dissolved Oxygen and Water Temperature using a Pro—Solo Monitor.

Conducted every two weeks from May-Sept (Standard is Monthly) Use revised form DEP-142a (Rev 3/25) mailed promptly to LSM (and online but not required). Also provide this information to CWQC.

2. Secchi Disk – Measures Turbidity (water clarity)

Conducted every two weeks from May-Sept (Standard is Monthly) Use form DEP-142a (rev 3/25) mailed promptly to LSM. Take surface and core tests in an approved lab provided testing container in May or June and repeat in September. Results provided to LSM and CWQC.

3. Phosphorus Testing

Essential due to pressures for increased development and destruction of forest canopies. This should be done several times during the summer in various locations on our lakes.

Appendix C: Funding Sources

Multiple grant programs in Maine support erosion control, water quality monitoring, and stormwater management. The Maine Department of Environmental Protection (DEP) 319 Nonpoint Source Grants are a primary funding source for projects that reduce runoff pollution through erosion control and stormwater retrofits, especially in watersheds with an approved management plan. For lake watersheds, the DEP Stormwater Compensation Fund offers support for stormwater infrastructure projects aimed at offsetting the impacts of development.

The Maine Natural Resource Conservation Program (MNRCP) provides funding for streambank stabilization and wetland restoration projects to help reduce sedimentation. Water quality monitoring can also receive support through partnerships with local Soil & Water Conservation Districts. Additionally, USDA Rural Development grants and loans assist small towns with stormwater infrastructure projects that address public health and environmental protection.

Local Foundations and Trusts

Maine is home to many grant foundations and trusts that support environmental initiatives. The following local foundations and trusts have a history of supporting water quality projects in Maine:

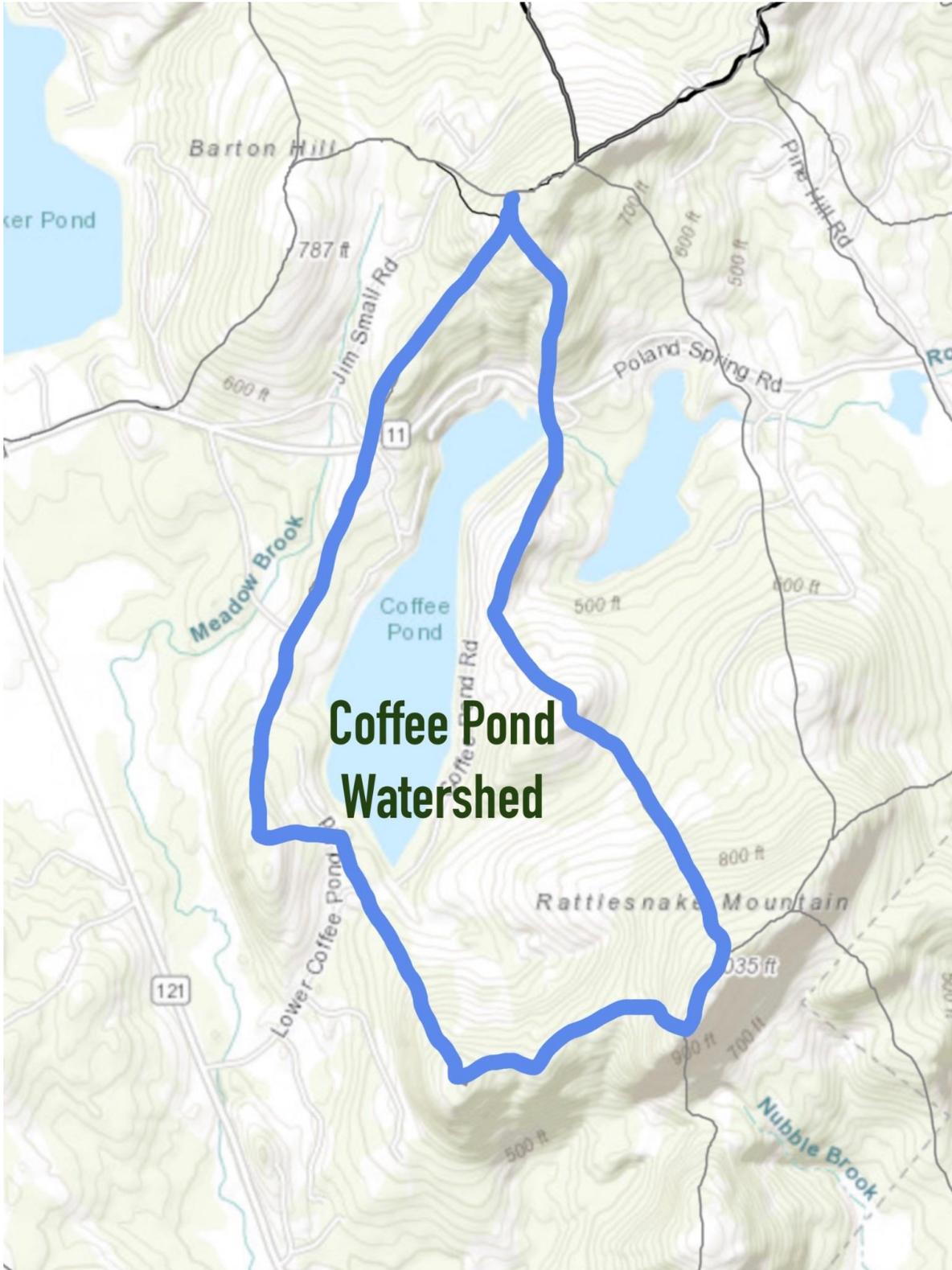
1. The Davis Conservation Fund
2. Stephen and Tabitha King Foundation
3. Carol and David Hancock Charitable Trust
4. John Sage Foundation
5. Margaret E. Burnham Charitable Trust
6. Morton Kelly Charitable Trust
7. New England Grassroots Environmental Fund

State and Federal Grant Programs

Several grant programs support erosion control, water quality monitoring, and stormwater management in Maine. The Maine Department of Environmental Protection's (DEP) 319 Nonpoint Source Grants are a primary funding source for projects that reduce runoff pollution through erosion control and stormwater retrofits, particularly in watersheds with an approved management plan. For lake watersheds, the DEP Stormwater Compensation Fund provides support for stormwater infrastructure projects designed to offset the impacts of development.

The Maine Natural Resource Conservation Program (MNRCP) offers funding for streambank stabilization and wetland restoration projects that help reduce sedimentation. Water quality monitoring efforts may be funded through partnerships with local Soil & Water Conservation Districts. Additionally, USDA Rural Development grants and loans can assist small towns with stormwater infrastructure projects connected to public health and environmental protection.

1. Coffee Pond & Watershed



2. Crescent Lake & Watershed



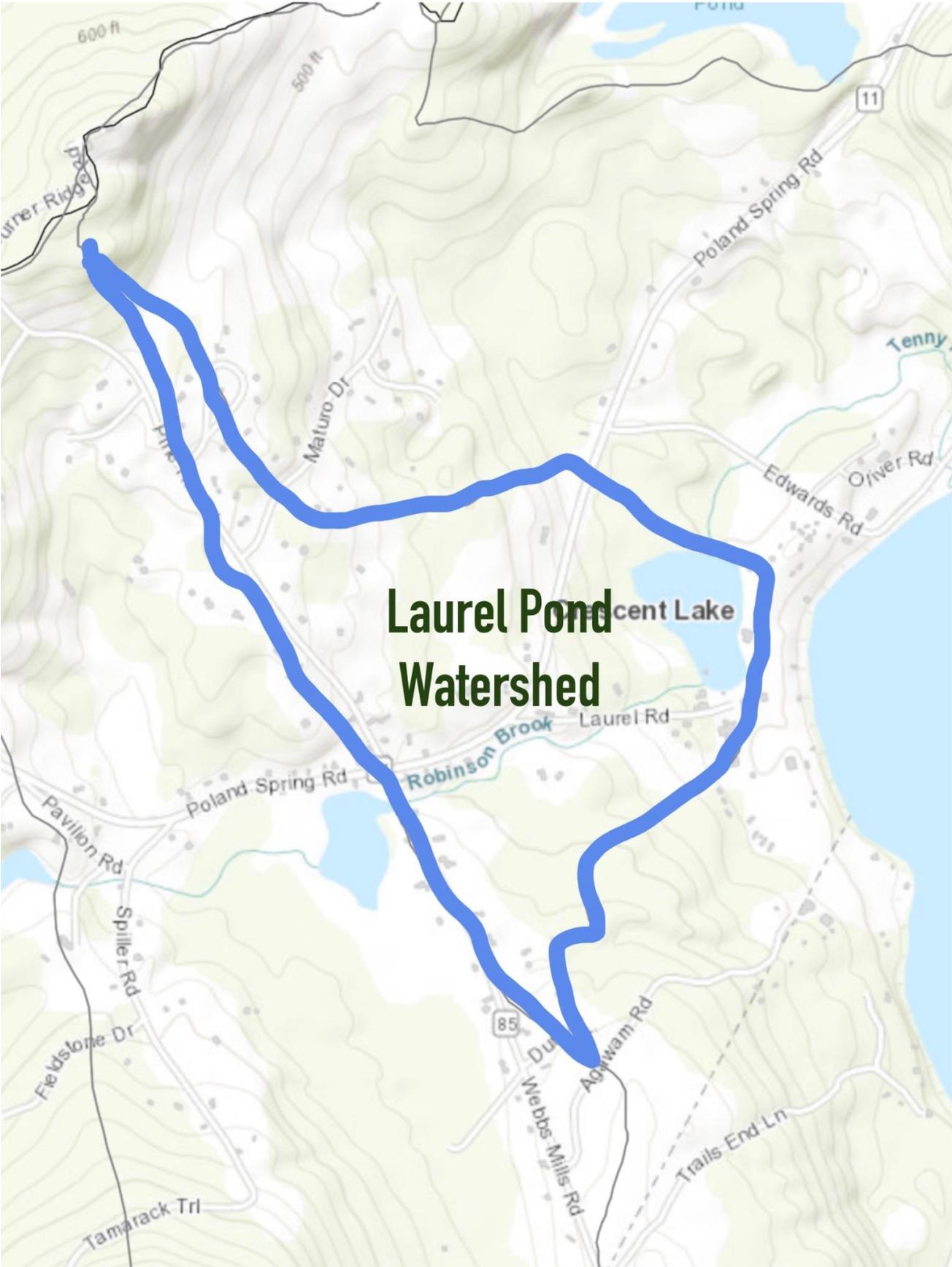
3. Dumping Pond & Watershed



4. Hog Meadow Pond & Watershed



5. Laurel Pond & Watershed



6. Mill Pond & Watershed



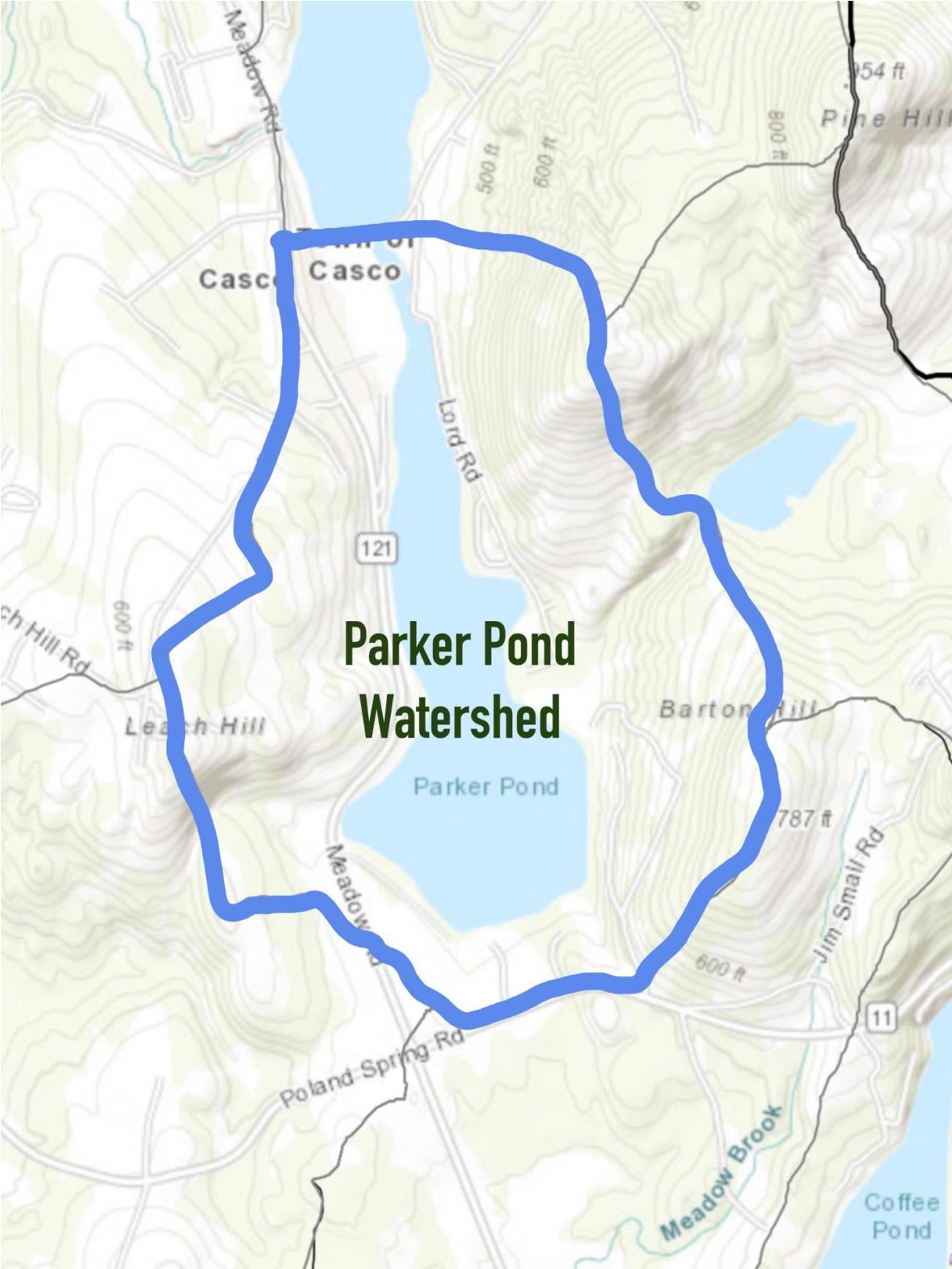
7. Owl Pond & Watershed



8. Panther Pond & Watershed



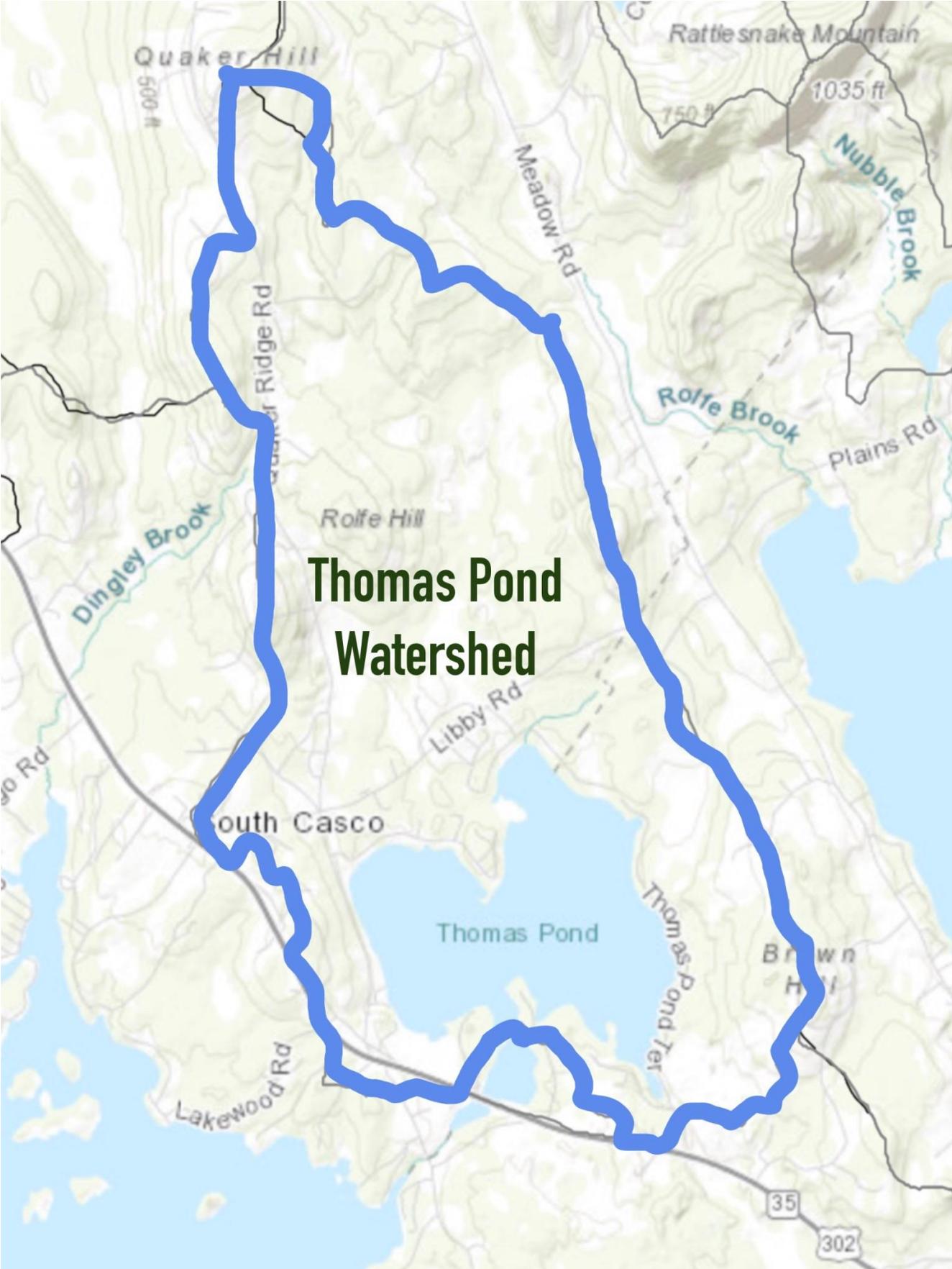
9. Parker Pond & Watershed



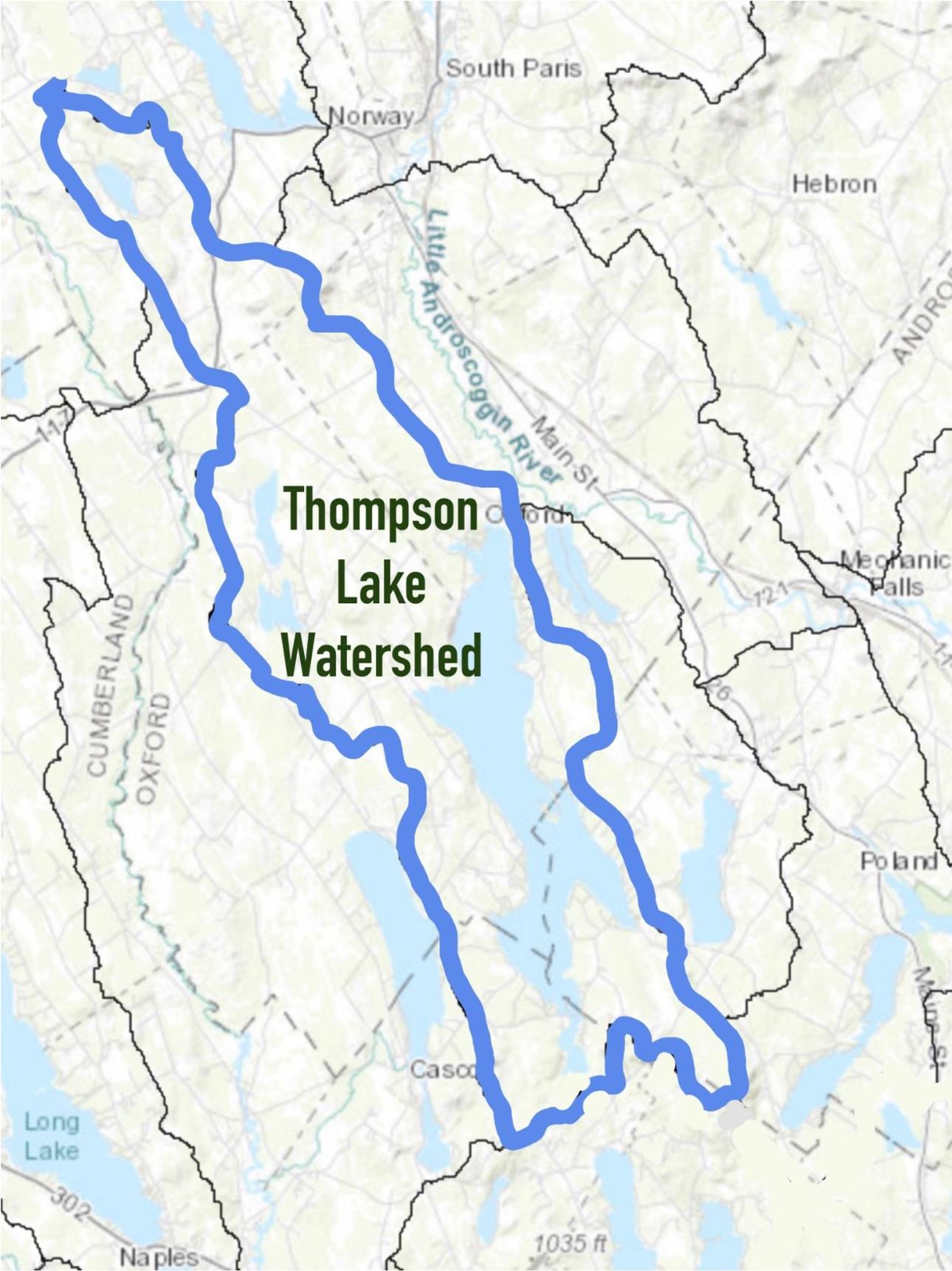
10. Pleasant Lake & Watershed



11. Thomas Pond & Watershed



12. Thompson Lake & Watershed



Town of Casco Water Quality Committee Draft Plan Overview 13 January 2026

Water Quality Committee



Overview

- Committee and their Assignments
- Water Quality Stake Holders
- Purpose of the Water Quality Plan
- Major Recommendations
- Casco Lakes and their Status
- Review of the Objective and Goals of all six chapters of the plan
- Final steps to completion
- Recommended Select Board Actions

Casco Water Quality Committee

- Tom McCarthy Chairman
- Sarah Monarch Vice Chaiman
- Levi Thornton Secretary & Boat Inspection Lead
- Pam Edwards Land Use Ordinances Lead
- Diane Cormier Watershed Stewardship Lead
- Jim Arsham Testing & Inspections Lead
- Eileen Tidd Shoreline Documentation Lead
- Maggie Daigle Education and Outreach Lead
- Tom and Sarah Funding Lead

Each of the Chapters had 3 members assigned to support the drafting and revisions

Casco Water Quality Stakeholders

- Casco Residents
- Casco Property Owners
- Local Businesses
- Lake Associations
- Road Associations
- Casco Selectboard
- Casco Planning Board
- Casco Code Enforcement staff
- Casco Open Space Commission
- Cumberland County Soil and Water Conservation District
- Portland Water District
- Maine Department of Environmental Protection

Purpose

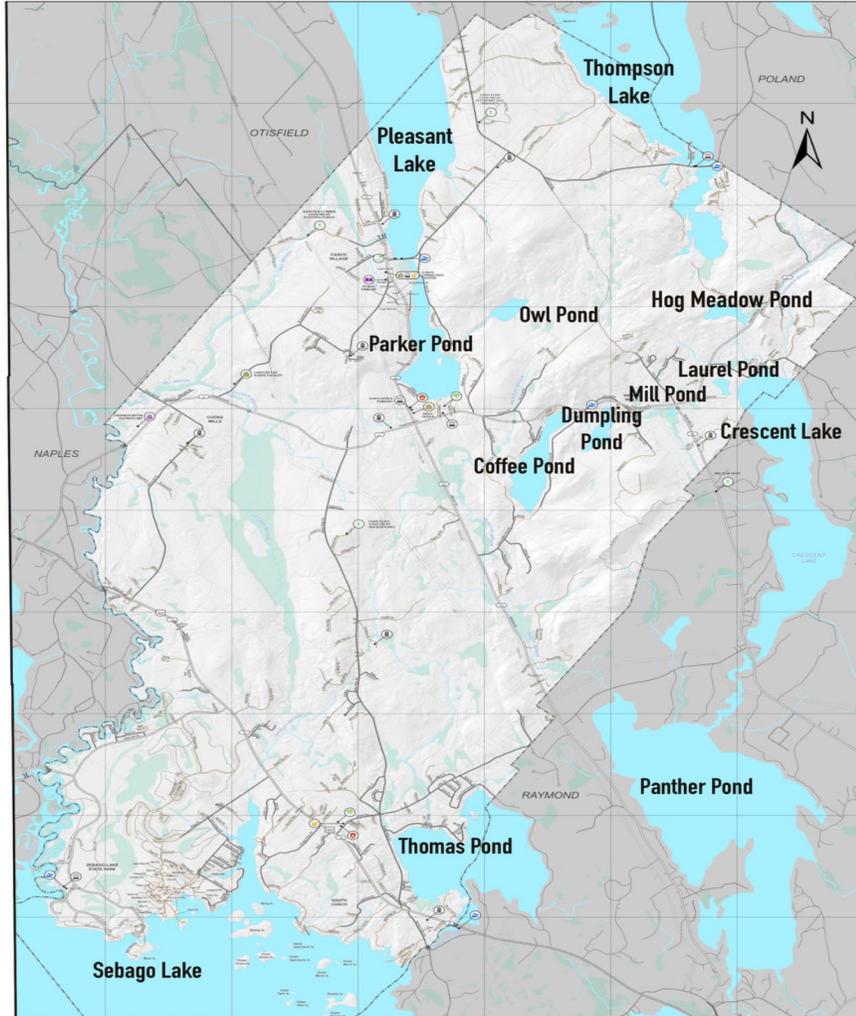
- **The purpose of the plan is to maintain and improve the water quality of all bodies of water in Casco.**
- The plan will serve as a road map for the establishment of a Clean Water Commission for the town of Casco Maine.
- The Commission will serve as support to the CEO, Planning Board, and Select Board by providing reviews, research, assessments and recommendations for actions on shoreland zone permits or projects in Casco that may impact the water quality.
- The Commission's initial focus will be implementation of the recommendations in the plan and to establish the methodologies that the commission will use in meeting the goals of maintaining and / or improving the water quality of our water resources.
- In addition, The Commission will work closely with our neighboring towns where we share water resources

Major Recommendations

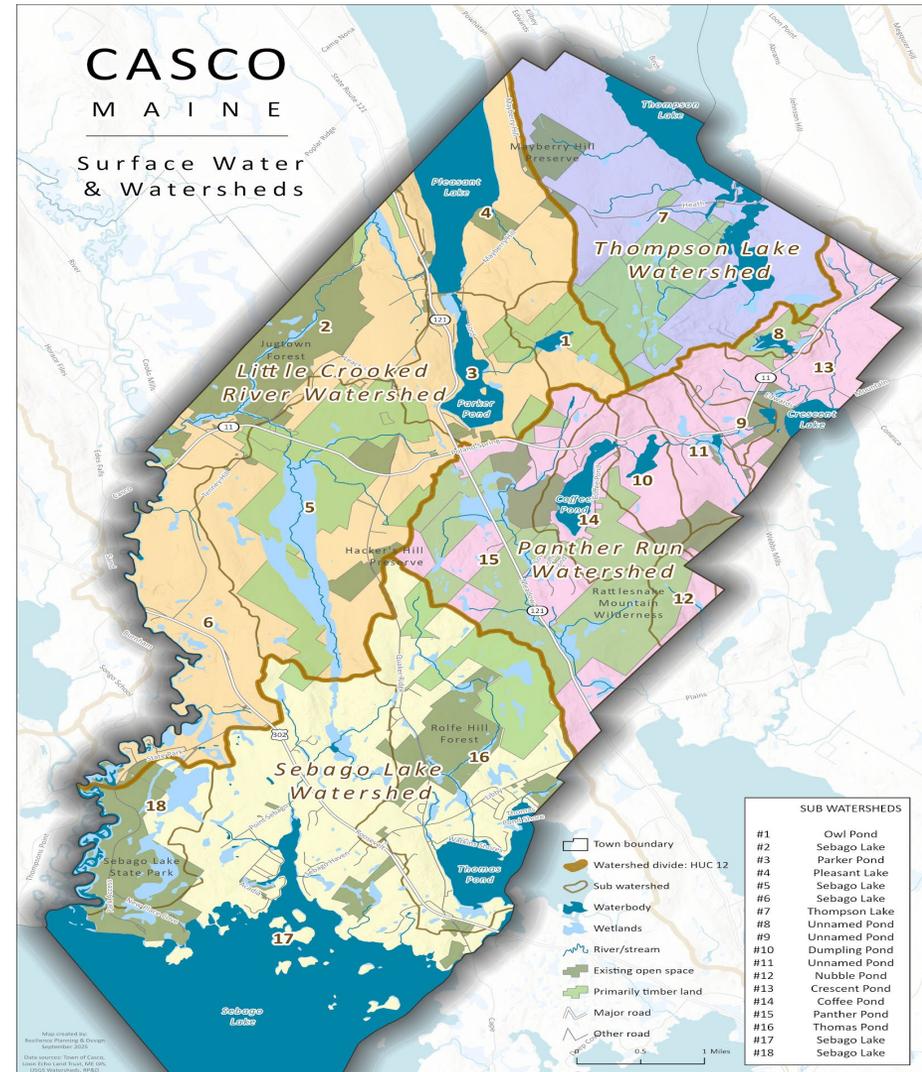
- Establish a permanent Water Quality Commission tasked with executing the Water Quality Plan.
- Town Staff notify the Commission of any permits within shoreland zones, to solicit input back to the decision makers on the Selectboard, Comprehensive Plan Implementation Committee (CPIC), Planning Board, and the CEO by reviewing and providing recommendations for all plans, projects, and permits that have the potential to impact Casco Water Quality.
- Form a Water Quality Ordinance Task Force to coordinate this work and integrate it into other ordinance update plans.
- Task the Water Quality Commission with managing the water quality budget line item to be allocated to lake associations.

Casco Lakes and Their Status

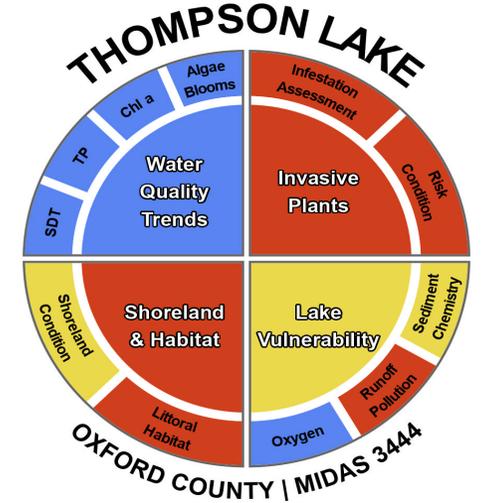
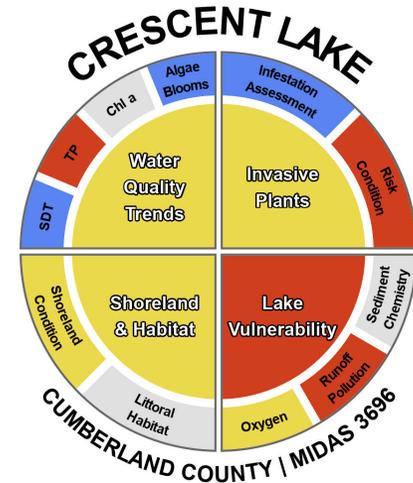
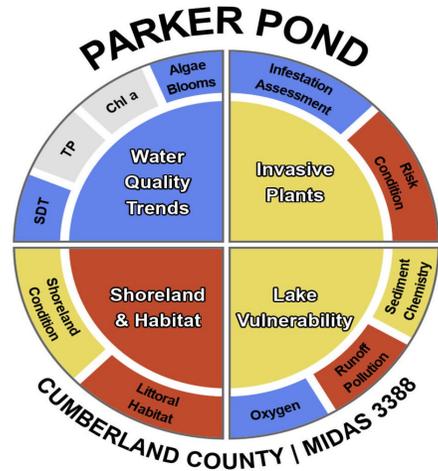
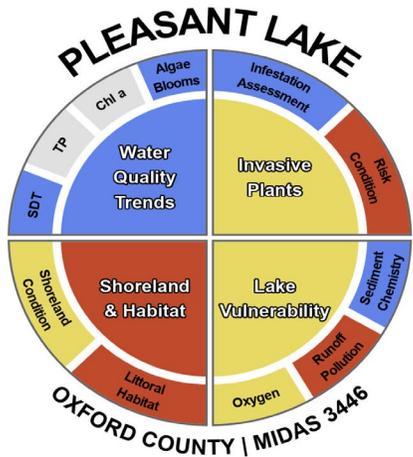
Town of Casco Lakes & Ponds



- Coffee Pond
- Crescent Lake
- Dumpling Pond
- Hog Meadow Pond
- Laurel Pond
- Mill Pond
- Owl Pond
- Panther Pond
- Parker Pond
- Pleasant Lake
- Sebago Lake
- Thomas Pond
- Thompson Lake



Lakes Current Water Quality Assessments

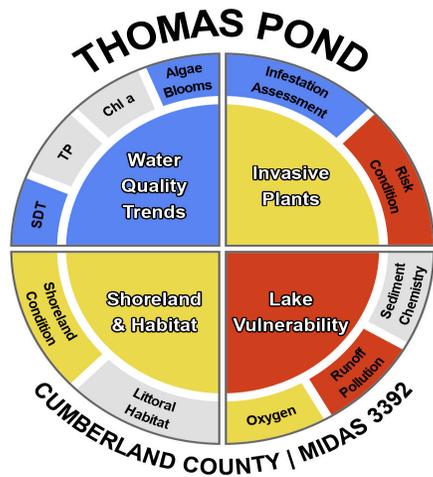


Condition Assessments: Good Fair Poor/At Risk Unknown

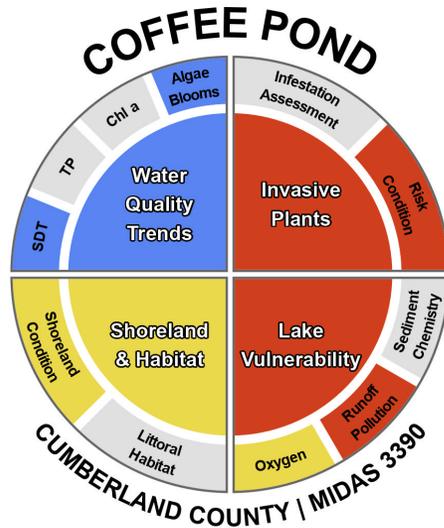
Condition Assessments: Good Fair Poor/At Risk Unknown

Condition Assessments: Good Fair Poor/At Risk Unknown

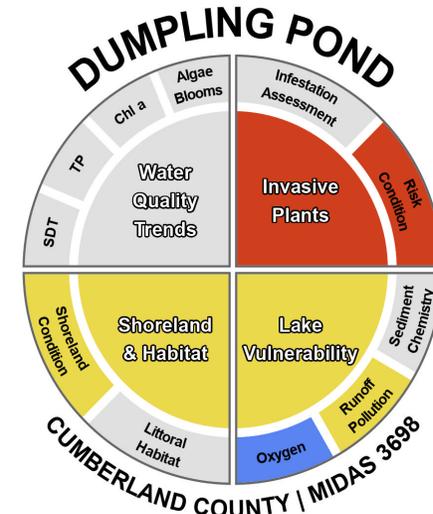
Condition Assessments: Good Fair Poor/At Risk



Condition Assessments: Good Fair Poor/At Risk Unknown



Condition Assessments: Good Fair Poor/At Risk Unknown



Condition Assessments: Good Fair Poor/At Risk Unknown

Land Use Ordinances

- **Objective**

- Casco's lakes and streams face pressures from shoreline development, stormwater runoff, septic systems, and land clearing. While land use ordinances exist to help manage these impacts, their enforcement and adequacy are not always clear. Proactively reviewing, updating, and enforcing ordinances is essential to ensure long-term water quality protection across all of Casco's watersheds.

- **Goals**

- The goals for this section of the Plan are twofold:
- Ensure that our existing ordinances are being used, followed and enforced to the greatest extent practical.
- Adopt additional ordinance provisions to further protect water quality when appropriate

Watershed Stewardship

- **Objective**

- Watershed stewardship refers to protecting, maintaining, and improving the health and function of the town's watersheds. A watershed is an area of land that channels rainfall, snowmelt, and runoff into a common body of water such as a river, lake, or pond. All land areas are within a watershed. Watershed management is critical for environmental quality, drinking water, recreation, wildlife habitat, and sustainable development. Casco's lakes, ponds, and rivers are one of the town's most valuable natural assets.

- **Goals**

- Preserving or improving the water quality of our lakes and ponds
- Identifying, preventing, and reducing nonpoint source pollution (NPS)
- NPS occurs when rain, snowmelt, or irrigation runoff picks up pollutants from roads, streams, agricultural, and lawns, and carries them out into water bodies and groundwater. It is diffuse and comes from multiple sources. Common pollutants include excess fertilizers, pesticides, oil, grease, sediment, animal waste, and bacteria.
- Identifying, preventing, and reducing point source pollution
- Point source pollution comes from a single, identifiable source, such as a malfunctioning septic system or a company dumping. Septic systems release bacteria, nitrogen, phosphorus, and other contaminants that can leak into our bodies of water. These can fuel the growth of aquatic plants and algae, leading to a degradation in water quality.
- Implementing best management practices (BMPs) such as erosion control, vegetated buffers, and improved road drainage to reduce runoff.
- Adapting watershed management to address changing rainfall patterns, warmer temperatures, and more frequent extreme weather events.
- Identifying and involving key stakeholders, promoting cooperation, and providing public education.

Testing & Inspections

- **Objective**
- It is fundamental that testing and watchful monitoring of water resources be done on a regular basis. Doing so is the only way to see the effects of the actions taken in other parts of the Plan. Most of the work for testing is done by volunteers, but phosphorus samples need to be tested at a laboratory for a fee.
- **Goals**
- To test water quality consistently across all Casco lakes and ponds in order to identify and mitigate those issues that arise from degraded water quality.
- To eliminate or mitigate the impact of aquatic invasive species.
- Develop and maintain water quality data at the town level in addition to the Lake Stewards of Maine data

Shoreline Condition Documentation

- **Objective**

- The objective of shoreline documentation is to create a consistent, long-term visual record of Casco's lakes and ponds. This record supports water quality protection, adherence to Maine's Shoreland Zoning regulations, and informed decision-making. Regular photographic documentation enables the Town, the Planning Board, the Code Enforcement Officer (CEO), and lake associations to monitor shoreline conditions, evaluate the impacts of development, and identify erosion or vegetation changes that could affect water quality.

- **Goals**

- Compliance – Ensure adherence to Article 9 of Casco's Shoreland Zoning Ordinance, requiring pre- and post-construction photographs for all permitted shoreland activities.
- Monitoring – Maintain updated visual data to track shoreline changes, vegetation health, and erosion patterns over time.
- Planning – Provide accurate and accessible imagery to support shoreline management strategies, permitting decisions, and grant applications.
- Public Engagement – Encourage collaboration with lake associations and volunteers to build community stewardship and shared responsibility for water resource protection.

Education & Outreach

- **Objective**

- The purpose of the Education and Outreach Program is to inform and engage Casco residents, visitors, seasonal renters, area businesses and all lake users about protecting the town's water bodies from invasive species, water pollution, and watershed mismanagement.

- **Goals**

- Build partnerships with lake associations, environmental groups, businesses, and schools
- Raise awareness of threats to water quality and lake health
- Promote stewardship among residents and recreational users
- Prevent the spread of invasive species through behavior change
- Encourage compliance with ordinances and best use practices

Funding & Grant Opportunities

- **Objective**

- Lake Associations carry the primary burden of maintaining the water quality of their respective water bodies. There are a number of grants available that lake associations could be using to help them fund water quality activities. As such, CWQC will support the associations in procuring funding.
- All lakes in Casco will receive town funding to conduct testing, monitoring, and reporting, provided that results are shared to the Casco Water Quality Committee (CWQC) and Lake Stewards of Maine. For lakes without formal associations, volunteers affiliated with the CWQC will conduct the necessary water quality testing.
- The town has been allocating approximately \$16,000 each year to support lake water quality projects. Moving forward, the water quality committee will work with lake associations to set an annual budget dedicated to water quality testing and reporting. The annual budget will be allocated to each lake association based on an objective framework.
- The committee will also research outside funding opportunities to provide and encourage lake associations to apply for grant opportunities to support additional programs such as watershed studies and erosion control projects.

- **Goals**

- Fund lake associations in an objective fashion from the Town budget
- Create and maintain a list of grant opportunities relevant to water quality
- Provide resources to lake associations for them to supplement their budgets from other sources.

Final Steps to Completion of the Water Quality Plan

- Obtain Stakeholder inputs to the draft (30 January 2026)
- Incorporate inputs into the plan (27 February 2026)
- Provide final Plan to the Select Board for Approval (27 March 2026)

Recommended Select Board Actions

- Establish the Casco Water Quality Commission
 - Current members of the Casco Water Quality Ad Hoc Committee will be the initial members of the commission
- Review the Casco Water Quality Plan and Provide Feedback to the Water Quality Committee not later than 30 January 2026
- Appropriate Town Staff review the plan and provide inputs not later than 30 January

Questions / Comments

Casco Water Quality Plan

CPIC recommendation to the Selectboard to establish an ad hoc committee to draft a Water Quality Plan

As its first major undertaking, the Comprehensive Plan Implementation Committee (CPIC) decided to formulate recommendations regarding lake water quality, and to present those recommendations to the Selectboard. As you know, protecting our water resources was one of the top three priorities identified during the recent town's comprehensive planning process.

Our primary source of information came from people directly involved in local lake protection activities. The CPIC hosted a panel discussion in September with representatives from Thompson Lake Environmental Association, Pleasant Lake/Parker Pond Association, Crescent Lake Watershed Association, Thomas Pond Improvement Association, Raymond Waterways Protective Association, Portland Water District, and Lakes Environmental Association. Panel members provided the CPIC with excellent information regarding steps that the Town can take to help protect its water resources. Other regional and state organizations were invited but were unable to attend.

The CPIC's first recommendation to the Selectboard in this regard is to form an ad hoc committee to create an overall water quality plan for Casco. The following list includes the primary focus areas that should be included in the plan.

Areas of Focus

- **Prevention**

Land Use Ordinances: This should be one of our first lines of defense. Both the Planning Board and the Code Enforcement Officer should be well-versed in the protections provided by our current land use ordinances, and enforce them as necessary.

Watershed Stewardship: Assist lake associations and individuals in conducting watershed surveys and implementing lake protection projects to document and control erosion and polluted runoff.

- **Water Quality Testing, Tracking & Data Management**

Phosphorus, dissolved oxygen, clarity, and pH should be measured and recorded at least once per season and in at least one location per waterbody. These measurements are typically taken by a member of the related lake association. The data that is generated from these activities need to be documented and kept in a format that can be easily accessed by the public via the internet.

- **Inspection**

Courtesy boat inspectors (CBI) look for invasive aquatic plants and educate boat owners about cleaning their boats and identifying potentially invasive species. Other organizations provide CBI training.

Documenting Shoreline Conditions: A record of what shorelines look like can be captured via photographs and video recordings from the water or via aerial inspection. These can serve as documentation of a location's former condition if enforcement action is needed. Aerial photography provided crucial evidence in a recent enforcement case on Sebago Lake.

- **Education and Outreach**

Develop outreach and education programs to promote public awareness of invasive aquatic species, water quality and watershed issues.

- **Funding**

Research grants available from federal, state, regional and local sources, and make recommendations to the Selectboard regarding town funding of water quality efforts.

Casco Water Quality Committee (CWQC) Background

- The Casco (Ad-Hoc) Water Quality Committee was established on 18 March 2025 by the Casco Select Board to create an overall Water Quality Plan with the following Focus areas:
 - Prevention:
 - Land use Ordinances
 - Watershed Stewardship
 - Water Quality Testing, Tracking and Data Management
 - Inspections:
 - Courtesy Boat Inspections (CBI)
 - Documenting Shoreline Conditions
 - Education and Outreach
 - Funding
- The Select Board accepted to appointment the following members:
 - Jim Arsham, Diane Cormier, Maggie Daigle, Pam Edwards, Tom McCarthy, Sarah Monarch, Levi Thornton, & Eileen Tidd
- The CWQC held it's first meeting 2 April 2025

From: [Benjamin T. McCall](#)
To: [Anthony Ward](#)
Subject: RE: Water Quality
Date: Wednesday, January 7, 2026 1:34:33 PM

Tony –

I have reviewed the Water Quality Plan (the “Plan”) recently presented to the Selectboard for its consideration. On the whole, I think the Plan presents a laudable set of goals for the Town to monitor and improve water quality. However, this email is limited to outlining several concerns or points that the Plan raises. These are, generally, as follows:

- **Establishment:** Although not expressly stated in the Plan, any standing committee of the town (in municipal legal parlance, board, committee, and commission are synonymous) should be established by ordinance. See 30-A M.R.S. § 3001; Casco, Me. Code ch. 22. Note, however, that once established, the committee/commission could form subcommittees of its members without the need for approval by town meeting or the Selectboard. I do not want there to be a misperception that this committee would be created by order of the Selectboard alone. Chapter 22 presents a number of good examples of what such an ordinance would look like.
- **Shoreland zone permitting and enforcement:** Under the Town Code, § 215-9.39D, the authority to issue permits within the shoreland zone is reserved to the Planning Board or the Code Enforcement Officer, depending on the location and type of activity. Goal 1 of the Plan (p. 6) calls for a newly formed Water Quality Commission to, in part, review and provide recommendations on all shoreland zoning permits. Goal 1 also calls for the Commission to “identify where enforcement [of shoreland zoning violations] was inconsistent or insufficient.” It is reasonable and appropriate for a water quality committee or commission to remain up to date on permitting decisions that affect water quality – particularly those within the shoreland zone. And, as the Plan anticipates, it is encouraged for such a body to prepare recommendations on ordinance amendments that would facilitate improvements in water quality. However, I do not recommend that any such committee become involved in the administration or enforcement of shoreland zoning permits. For one, the Planning Board and CEO are required to review and act on permitting applications as outlined in the Town Code (which in the area of shoreland zoning is required to be consistent with Chapter 1000 of the DEP regulations). Even if well-intentioned, my concern is that soliciting or requiring

input from an outside body like a water quality commission would cloud this process and potentially lead for the Planning Board or CEO to act in a manner that is inconsistent with the Code. This increases the possibility of appeals or other legal challenges.

Separation of authority is even more important when enforcement is involved. Only the CEO may enforce Chapter 215 of the Code. And once enforcement action has been initiated, only the Selectboard may authorize court action to bring the subject property or violator into compliance. To the extent any member of the public feels as if the CEO has not performed their job correctly, those complaints are directed to the Town Manager, who is in charge of all town personnel. Operating within these traditional pathways is fine, but I do not recommend formalizing any sort of supervisory role re: enforcement of shoreland zoning in another town board or committee. Certainly, no other town body (besides the Town Manager) is authorized to give direction to the CEO.

Similarly, on Page 10, the Plan calls for the Water Quality Commission “requiring pre- and post-construction photographs for all permitted shoreland activities.” The Plan is correct that this is a requirement of both the Town Code and State law. But only the CEO can enforce this requirement. A proposed water quality commission cannot. Certainly, a procedure could be established for a commission to get quicker access to these photographs than currently exists, and I do not have any express concerns with a commission performing an “informal ongoing review” as the Plan contemplates – but the commission cannot play any role in enforcement as noted above. It would be important for the commission to not anticipate that the CEO could be compelled, based on their recommendations, to pursue enforcement actions in a way that they are not otherwise comfortable with.

- **Water Quality Standards/BMPs:** On Page 9 of the Plan, the Water Quality Commission would be tasked with “establishing” minimum requirements for testing water quality and checking for invasive plant species. Without offering any comment on those ideas, I want to stress that such water quality standards are only enforceable as ordinances, which under Maine law must be approved by town meeting vote. Likewise, on Page 7, the Plan calls for the “implementing” of BMPs. To the extent not otherwise adopted by the Town already, such BMPs need to be implemented via ordinance.

With these concerns in mind, I still feel as if a Water Quality Commission could be a

valuable resource to the Town, particular insofar as it studies and provides recommendations on new or additional town policies and ordinances.

Please let me know if you or the Selectboard have any questions or concerns about the above.

Best,
Ben

From: [John Wieseemann](#)
To: [Anthony Ward](#)
Subject: RE: Water Quality
Date: Tuesday, January 6, 2026 1:54:00 PM

Tony,

Here are a few takeaways from the CWQC Plan-

1. All permits are available to the public; CWQC group can inquire at their leisure if new permits have been issued within the SLZ district.
2. There is no specific town ordinance about septic systems in the SLZ, all parties follow the Maine Subsurface Wastewater Rule book.
3. Oversight of all septic systems within 500' of lakes and streams is not practical.
4. The current SLZ permit application has been updated to require pre- and post-photos.

My opinion of what is the biggest factor in water quality is the public and private roads and their drainage into the watershed, next would be fertilizers used around the lakes, and followed by erosion. Septic systems are just a small part of the water quality problem.

The plan that was drafted has lots of useful information for now in in the future. I think everyone can do better at preserving our water quality, but there is a price for that, and landowners also have rights. This is a fine line to walk, but some of the ideas are worth looking into, while others are not practical in my opinion.

I have inquired about getting video footage of all the ponds and watersheds in Casco, and some companies could not give a ballpark price, and others have stopped doing this type of work. I would guess that the cost would be in the ballpark of \$50K if not more.

I can discuss further if you would like.

--

John Wieseemann
Code Enforcement Officer
Casco, Maine
Office: (207) 627-4515
Direct: (207) 627-4298

To schedule an inspection, meeting, or return phone call, please call at (207) 627-4298.

Freedom of Access Act Disclaimer: Please note that all emails sent from or coming to this address may be considered a public document and are subject to the State of Maine Freedom of Access Laws.

TOWN OF CASCO
Special Town Meeting Warrant
January 28, 2026

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

Greetings: In the name of the State of Maine, you are required to notify and warn the inhabitants of the Town of Casco qualified by law to vote in town affairs, to meet at the Crooked River Elementary School, located at 1437 Poland Spring Road, on Tuesday, the 28th day of January 2026 at 6:30 p.m. in the evening and there to act on Articles 1 through 4 as set out below, to wit;

Article 1. To choose a moderator to preside at said meeting.

Article 2. To see if the Town will vote to permit municipal administrators or staff, and elected State officials, who are not residents of Casco, to speak as appropriate when recognized by the moderator.

Article 3. Shall an ordinance entitled "2026 Amendments to the Zoning Ordinance of the Town of Casco, Maine Regarding LD 2003" be enacted (See Addendum 1).

(A copy of the proposed ordinance is available for review and inspection at the Town Clerk's Office; it will also be available at the Town Meeting).

Article 4. To see if the Town will vote to: (a) authorize the Selectboard or its designee to execute a document entitled "Contract Zoning Agreement by and between the Inhabitants of the Town of Casco and Casco Library Association," in a form substantially similar to that which was available at town meeting, the execution of which will have the effect of amending the official zoning map of the Town by creating an overlay zoning district affecting the properties commonly known as 7 Leach Hill Road and 9 Leach Hill Road (Tax Map 42, Lots 17 and 17-1) and applying dimensional and performance standards on those properties more specifically set forth therein; (b) authorize the Selectboard or its designee, to transfer certain real property from the Inhabitants of the Town of Casco to the Casco Library Association, such property being commonly known as the former "Casco Village Fire Station", on terms and conditions that it considers to be in the best interests of the Town, a transaction that was previously

authorized by town meeting on March 10, 1990; (c) authorize the Selectboard or its designee to execute a certain "Easement Agreement" by and between the Inhabitants of the Town of Casco and the Casco Library Association, pertaining to the properties affected by the aforementioned contract zoning agreement, in a form substantially similar to that which was available at town meeting; and (d) authorize the Selectboard or its designee to take all further actions necessary to finalize the above actions, including but not limited to the signing and recording of all requisite documents.

(Copies of the above-mentioned documents are available at the Town Clerk's office and will be available at the town meeting).

DRAFT

CONTRACT ZONING AGREEMENT
BY AND BETWEEN THE INHABITANTS OF THE TOWN OF CASCO
AND
CASCO LIBRARY ASSOCIATION

This Contract Zoning Agreement (the “Agreement”) is entered into this ____ day of _____, ~~2025~~2026, by and between the **Inhabitants of the Town of Casco**, a Maine municipal corporation with a mailing address of 635 Meadow Road, Casco, Maine 04015 (the “Town”) and the **Casco Library Association** (the “Library”), a Maine nonprofit corporation with a mailing address of PO Box 420, Casco, Maine 04015, pursuant to the Conditional and Contract Rezoning Provisions set forth in 30-A M.R.S. § 4352 (the “Act”) and Section 215-3.4 of the Town of Casco Zoning Ordinance (“Zoning Ordinance”), as may be amended from time to time.

WHEREAS, the Library’s building (the “Library Building”) is partially constructed on an approximately 9,000 square foot parcel of land owned by the Library and commonly known as 5 Leach Hill Road in Casco, which is more particularly described in a certain warranty deed to the Library from Raymond M. Thorne dated January 28, 1947 and recorded in the Cumberland County Registry of Deeds in Book 1862, Page 15 (the “Original Library Property”), which Original Library Property abutted Leach Hill Road at the time it was conveyed to the Library; and

WHEREAS, the Town is the current record owner of certain real property adjacent to the Original Library Property, including a certain approximately 6,000 square foot parcel of land that borders the Original Library Property to the south, as more particularly described in a certain warranty deed to the Town from Raymond Thorne dated March 31, 1949 and recorded in the Cumberland County Registry of Deeds in Book 1973, Page 349 (the “Firehouse Lot”), and a certain approximately 78,960 square foot parcel of land that borders the Original Library Property to the west, as more particularly described in a certain warranty deed to the Town from Raymond Thorne dated August 9, 1966 and recorded in the Cumberland County Registry of Deeds in Book 2973, Page 619 (the “Town Office Lot”); and

WHEREAS, on or about March, 1979, the Casco Town Meeting, being the legislative body of the Town, authorized the Town to grant the Library an easement over the portion of the Town Office Lot immediately to the west of the Original Library Property’s western property line “in order to facilitate an addition on the rear of the present building,” which portion of the Town Office Lot was subsequently determined by the Select Board to be a 20’x90’ area (the “Former Easement Grant”); and

WHEREAS, on or about March 10, 1990, the Casco Town Meeting, authorized the transfer of the Town’s “title and interest in the town building formerly known as the Casco Village Fire Station,” which building is located on the Firehouse Lot, from the Town to the Library “under the terms the Selectmen deem in the best interest of the Town of Casco to facilitate the future expansion of Casco Public Library” together with “what land is required for the project” (the “Former Land Transfer”); and

WHEREAS, in 1991, in reliance on the Casco Town Meeting’s authorization of the Former Land Transfer, the Library expanded the Library Building’s footprint onto portions of the Firehouse Lot that the Library believed it would be granted title to; and

WHEREAS, in the late 1990s, the Town discontinued the portion of Leach Hill Road that abutted the Original Library Property and constructed the Village Green thereon, eliminating the Original Library Property's street frontage, parking, and access; and

WHEREAS, in 2002, in reliance on the Casco Town Meeting's authorization of the Former Land Transfer and Former Easement Grant, the Library expanded the Library Building's footprint onto additional portions of the Firehouse Lot that the Library believed it would be granted title to and portions of the Town Office Lot (the "2002 Addition"); and

WHEREAS, neither the Former Easement Grant nor the Former Land Transfer occurred as originally planned and still had not by the time the Village Green and 2002 Addition were constructed; and

WHEREAS, the Library intends to rebuild two rooms that are not viable in the long run, as well as construct another addition to the Library Building in the near future to better accommodate growing community needs (the "Expansion/Rebuild"); and

WHEREAS, since the authorization of the Former Easement Grant and Former Land Transfer, the Zoning Ordinance has been amended such that the Library Property is a nonconforming lot and the Library Building is a nonconforming structure, changes to both of which are proscribed by the Zoning Ordinance except in accordance with regulations that the Library is unable to satisfy except through execution of this Agreement; and

WHEREAS, the Library's extensive history of collaboration with the Town to serve the community over the past several decades has proven beneficial to all parties involved and the Town and Library wish to maintain this collaborative, supportive relationship; and

WHEREAS, the Town and the Library wish to facilitate the substantial equivalent of the Former Land Transfer and Former Easement Agreement in a manner that is consistent with the Zoning Ordinance; and

WHEREAS, to partially accomplish the aforesaid goal, the Town has granted the Library, by Warranty Deed of even date herewith to be recorded in the Cumberland County Registry of Deeds, an approximately 11,202 square foot parcel of land (the "Acquired Library Property") adjacent to the Original Library Property on the south and west and comprised of land formerly included in the Firehouse Lot and Town Office Lot, all as more particularly described in **Exhibit B** attached hereto and incorporated herein by reference; and

WHEREAS, to further partially accomplish the aforesaid goal, the Town and the Library have entered into a certain Easement Agreement of even date herewith to be recorded in the Cumberland County Registry of Deeds, which agreement establishes the Town and Library's rights and responsibilities with respect to those physical features that are located on the property of the other or that otherwise serve them both (the "Easement Agreement"); and

WHEREAS, to fully accomplish the aforesaid goal, the Town intends to execute this Agreement to cover the Original Library Property and the Acquired Library Property (referred to collectively herein as either the "Library Property" or as the "Contract Zone Area"), which

properties shall merge and become a single lot (as that term is defined in the Zoning Ordinance) by virtue of coming under common ownership on the date hereof and being described together as one parcel in the Easement Agreement; and

WHEREAS, under the terms of this Agreement, the Contract Zone Area will be established in order to reflect the existing development of public uses on the Library Property, while also ensuring that the Expansion/Rebuild can be performed in compliance with the Zoning Ordinance; and

WHEREAS, the Agreement will achieve these goals by reducing the minimum lot size within the Contract Zone Area, setting minimum structure setbacks that are consistent with the existing location and planned expansion of the Library Building, which has existed for decades, and modify certain applicable performance standards; and

WHEREAS, this Agreement is consistent with the 2024 Casco Comprehensive Plan, including, without limitation, Page 44 thereof, which specifically notes the importance of maintaining and expanding the existing civic buildings and spaces within Casco Village; and

WHEREAS, all of the required public hearings and meetings for consideration of this Agreement have been duly noticed and conducted in accordance with Maine law; and

WHEREAS, the Planning Board, pursuant to § 215-3.4(C)(3) of the Zoning Ordinance and 30-A M.R.S. § 4352(8), and after notice and hearing and due deliberation thereon, recommended the rezoning of the Contract Zone Area as aforesaid; and

WHEREAS, the Town, by and through its Town Meeting, is authorized to approve contract zoning agreements pursuant to § 215-3.4(C)(8) of the Zoning Ordinance and the provisions of 30-A M.R.S. § 4352(8); and

WHEREAS, the Town, acting by and through its Town Meeting, therefore, has determined that said rezoning would be, and is, pursuant to and consistent with the Town’s Comprehensive Plan adopted pursuant to 30-A M.R.S. § 4321 *et seq.* and consistent with the existing and permitted uses within the original zoning district classification and has authorized the execution of this Agreement and amendment of the Zoning Ordinance accordingly.

NOW THEREFORE, in consideration of the mutual promises made by each party to the other, the parties covenant and agree as follows:

1. Establishment of the Contract Zone.

The Town hereby amends the Zoning map of the Town of Casco as amended, a copy of which is on file at the Casco Town Office and which is incorporated by reference in the Zoning Ordinance, by adopting the zoning map change amendment shown on **Exhibit A** to include the Contract Zone Area. The provisions of this Agreement shall operate as an “overlay” zone with respect to the area shown on **Exhibit A**, and except as otherwise set forth in this Agreement, all other requirements of the underlying Village District shall apply.

2. Permitted Uses Within the Contract Zone Area.

The uses permitted within the Contract Zone Area established in Section 1 above shall be as follows:

(a) All uses authorized as of the date of execution of this Agreement, and as may be amended hereafter, as permitted uses in the Village District or such zoning district as may hereafter encompass the Library Property; and

(b) Libraries.

3. Modified Space Standards within the Contract Zone Area.

The space standards of the underlying Village District are hereby modified as to the Contract Zone Area as follows:

(a) Minimum lot size: ~~5,000~~20,000 square feet.

(b) Maximum building coverage: ~~400~~75%.

(c) Minimum road frontage: 0 feet.

(d) Minimum structure setbacks (principal and accessory structures):

(i) Front: ~~5~~8 feet.

(ii) Side: ~~5~~8 feet.

(iii) Rear: ~~5~~8 feet.

(iv) Notwithstanding the generally applicable standards in Section 3(d)(i)–(iii) above, the applicable setback requirement shall be zero (0) feet for:

(I) Any portion of the Library Building, which does not meet these setback requirements, as it exists on the date of this Agreement; and

(II) Any structures or features that are necessary to bring the Library Building into compliance with the requirements of the Americans with Disabilities Act of 1990, as amended from time to time.

~~4. Curb Cuts:~~

~~Nonresidential uses are limited to the existing curb cuts within the Contract Zone Area. The existing curb cuts may be expanded or relocated with approval from the Planning Board and, if required, the Maine Department of Transportation. Any relocation or expansion shall not create conflicts with curb cuts on the opposite side of the road or result in any unsafe condition, including but not limited to sight distances.~~

54. Modified Performance Standards within the Contract Zone Area.

- (a) Access to Property. For the avoidance of doubt, Section 215-5.3(A) of the Zoning Ordinance, as amended from time to time, shall be applicable to the Contract Zone Area and shall be satisfied by the provisions in the Easement Agreement regarding access to the Library Property.
- (b) Buffer Zoning, Landscaping, and Screening. ~~All performance standards located in Section 215-5.7 of the Zoning Ordinance, as amended from time to time, shall not apply to the Contract Zone Area for so long as this Agreement is in effect. The reviewing authority shall have the authority to limit all applicable buffering, landscaping, and screening required in Chapter 215, Casco's Zoning and Land Use Ordinance, to the extent practicably achievable.~~
- (c) Off-Street Parking. Notwithstanding anything to the contrary in Section 215-5.22 of the Zoning Ordinance, as amended from time to time, the off-street parking required in the Contract Zone Area shall be as provided in the Easement Agreement, provided however that the nature and extent of the ~~off-street~~ off-street parking provided under the terms of the Easement Agreement is subject to renegotiation upon transfer of the Library Property from the Library to another individual or entity. Without limiting the generality of the foregoing, required parking spaces in the Contract Zone Area may be shared with the Town as provided in the Easement Agreement.
- ~~(d) Stormwater Quality and Phosphorous Control. No performance standard located in Section 215-5.31 of the Zoning Ordinance, as amended from time to time, shall apply to the Contract Zone Area for so long as this Agreement is in effect.~~

~~(e)~~(d) Signs.

~~Notwithstanding requirements in Chapter 215, including 215-5.28 of Casco's Zoning and Land Use Ordinance, the Library shall be permitted to install, erect, affix, and maintain signs in accordance with the following:~~

- ~~(i) One (1) permanent Ground or Freestanding sign not larger than twenty-five (25) square feet (SF) in area may be erected on Town-owned property adjacent to Meadow Road/State Route 121 within the "Sign Easement Area" as depicted on Exhibit A provided the Library shall first obtain the Town's written consent, which consent is not to be unreasonably conditioned, withheld, or delayed.~~
- ~~(i) Notwithstanding Section 215-5.28(G)(2) of the Zoning Ordinance, signs for nonprofit organization activities erected in the Contract Zone Area shall not be required to obtain a permit solely because they exceed four (4) square feet of sign area.~~

- ~~(ii) A maximum of two (2) sandwich board-style signs, each not exceeding fifteen (15) square feet (SF) in area nor more than five (5) feet in height, to advertise upcoming events adjacent to Route 121.~~
- ~~(ii) Notwithstanding Section 215-5.28(II) of the Zoning Ordinance, any sign in the Contract Zone Area shall be set back at least zero (0) feet from each lot line.~~
- ~~(iii) Two (2) Wall Signs affixed to the exterior wall facing Meadow Road/State Route 121 with twelve (12) inch high letters comprising a cumulative letter area not greater than twenty (20) SF each.~~
- ~~(iii) Notwithstanding Section 215-5.28(II) of the Zoning Ordinance, a sign for a business in the Contract Zone Area may be erected on adjoining property owned by the Town provided the business shall first obtain the Town's written consent, which consent is not to be unreasonably conditioned, withheld, or delayed.~~
- ~~(iv) One (1) permanent Ground or Freestanding sign not larger than fifteen (15) SF located adjacent to the pedestrian accessway at the southwesterly entrance.~~
- ~~(v) A maximum of four (4) sandwich board-style signs, each not exceeding fifteen (15) square feet (SF) in area nor more than five (5) feet in height, to advertise upcoming nonprofit events on Library property.~~

~~(f)(c)~~ Surface Water Drainage. Notwithstanding Section 215-7.5(A)(5) of the Zoning Ordinance, applications for site plan review in the Contract Zone Area shall not be required to hold off-site increases in surface water drainage to 0% as a condition for approval.

~~65.~~ Miscellaneous Provisions.

(a) Future Development: Except as expressly modified herein, development in the Contract Zone Area shall be governed by and comply with the provisions of the Zoning Ordinance and any applicable amendments thereto or replacement thereof.

(b) Survival Clause: The terms and conditions of this Agreement shall run with the land and be binding upon and shall inure to the benefit of the respective successors, heirs and assigns of the parties hereto.

(c) Further Assurances: In order to effectively and properly implement this Agreement, the parties agree to negotiate in good faith the terms and conditions of such further instruments and agreements as may be reasonably necessary from time to time to give effect to this Agreement.

(d) Maine Agreement: This Agreement is a Maine agreement, entered into in the State of Maine and shall be governed by and enforced in accordance with the laws of the State of Maine.

(e) Enforcement: The Town shall have the power to enforce all conditions and restrictions of this Agreement, both through an enforcement action pursuant to § 215-6.2 of the Zoning Ordinance and 30-A M.R.S. § 4452, both as may be amended from time to time, and through legal action for specific performance of this Agreement. In the event of any other breach of any condition set forth in this Agreement, the Selectboard shall have the authority, after hearing, to resolve the issue resulting in the breach. The resolution may include a termination of this Agreement, following approval by Town Meeting, and a rezoning of the Contract Zone Area to the prior or any successor zoning districts. In such an event, the Library Property and the Town Property shall then be used only for such other uses as are otherwise allowed by law; provided however, that no such enforcement action shall result in a disallowance of the current uses of the Property prior to the date of this Agreement.

(f) Severability: In the event any one or more clauses of this Agreement shall be held to be void or unenforceable for any reason by any court of competent jurisdiction, such clause or clauses shall be deemed to be severable and of no force or effect in such jurisdiction, and the remainder of this Agreement shall be deemed to be valid and in full force and effect, and the terms of this Agreement shall be equitably adjusted if possible so as to compensate the appropriate party for any consideration lost because of the elimination of such clause or clauses.

(g) Recording: This Agreement shall be duly recorded at the Cumberland County Registry of Deeds within thirty (30) days of the date of this Agreement, with a copy of the recorded instrument promptly provided to the Town Manager and Library Director.

(h) Site Plan and Subdivision Review: Approval of this Agreement will not serve as a waiver of site plan or subdivision review if otherwise required under the Zoning Ordinance.

[Space Left Intentionally Blank; Signatures on Following Page]

IN WITNESS WHEREOF, the parties have hereunto caused this Agreement to be executed as of the day and year first above written.

WITNESS:

INHABITANTS OF THE TOWN OF CASCO

By: _____

Anthony Ward
Its: Town Manager, Duly Authorized by Vote
of Town Meeting

CASCO LIBRARY ASSOCIATION

By: _____

Name:

~~Pamela S. Edwards~~ Janet Ver Planck
Its: President and Authorized Representative

State of Maine
County of Cumberland, ss. _____, 20252026

Then personally appeared the above-named Anthony Ward in his capacity as Town Manager of the Town of Casco and acknowledged the foregoing instrument to be his free act and deed and the free act and deed of the Inhabitants of the Town of Casco.

Before me,

Notary Public
Print Name: _____
Commission Expires: _____

State of Maine
County of Cumberland, ss. _____, 20252026

Then personally appeared the above-named ~~Pamela S. Edwards~~ Janet Ver Planck in her capacity as President of Casco Library Association and acknowledged the foregoing instrument to be her free act and deed and the free act and deed of said Casco Library Association.

Before me,

Notary Public
Print Name: _____
Commission Expires: _____

EXHIBIT A
Contract Zone Area

~~See attached 11X17 survey labelled Exhibit D
(labelled as such for Easement Agreement)~~

EXHIBIT B
Legal Description of Acquired Library Property

A certain parcel of land situated on the westerly side of Leach Hill Road in the Town of Casco, County of Cumberland, State of Maine being bounded and described as follows:

Beginning on the westerly sideline of Leach Hill Road at land now or formerly of the Casco Library Association as described in a deed recorded in Book 1862 Page 15 in the Cumberland County Registry of Deeds;

Thence S 4° 00' 38" E, by and along the westerly sideline of Leach Hill Road, a distance of 60.00 feet;

Thence S 85° 59' 22" W a distance of 160.18 feet;

Thence N 4° 00' 38" W a distance of 86.61 feet;

Thence N 85° 59' 22" E a distance of 60.18 feet to land of the Casco Library Association;

Thence S 4° 00' 38" E, by and along land of the Casco Library Association, a distance of 26.61 feet;

Thence N 85° 59' 22" E, by and along land of the Casco Library Association, a distance of 100.00 feet to the Point of Beginning.

The parcel contains approximately 11,202 square feet.

Bearings are Grid North.

Reference is made to a plan entitled "Boundary Survey 5 Leach Hill Road Casco, Maine" for Casco Library Association dated March 2025 by Survey Inc.

EASEMENT AGREEMENT

This EASEMENT AGREEMENT (this “Agreement”), dated as of the __ day of _____, 2025 (the “Effective Date”), is entered into between the **INHABITANTS OF THE TOWN OF CASCO**, a Maine municipal corporation with a mailing address of 635 Meadow Road, Casco, Maine 04015 (the “Town”), and **CASCO LIBRARY ASSOCIATION**, a Maine nonprofit corporation with a mailing address of PO Box 420, Casco, Maine 04015 (the “Library” and sometimes referred to hereafter together with the Town as, the “Parties”).

WITNESSETH:

WHEREAS, the Library is the fee owner of certain real property located at 5 Leach Hill Road in the Town of Casco, County of Cumberland, and State of Maine, as more particularly described in: (i) a certain warranty deed from Raymond M. Thorne dated January 28, 1947 and recorded in the Cumberland County Registry of Deeds in Book 1862, Page 15 (the “Original Library Property”), which real property was the only real property owned by the Library in the Town of Casco prior to the date hereof and which abutted Leach Hill Road at the time it was conveyed to the Library, and (ii) a certain Warranty Deed from the Town of even date herewith to be recorded in the Cumberland County Registry of Deeds (the “Acquired Library Property” and together with the Original Library Property, the “Library Property”), said Library Property being shown as “Library Property” on the Existing Conditions Survey, 5 Leach Hill Road, Casco, Maine for the Casco Library Association dated <DATE> and prepared by Survey, Inc. (the “Survey”), a copy of which is attached hereto as Exhibit A and incorporated herein by reference; and

WHEREAS, the Town is the fee owner of certain real property located in the Town of Casco, County of Cumberland, and State of Maine, which property lies: (i) immediately south and west of the Library Property as is more particularly described in a certain warranty deed from Raymond Thorne dated August 9, 1966 and recorded in the Cumberland County Registry of Deeds in Book 2973, Page 619 (the “Town Office Lot”), as the same may be affected by conveyances made by the Town since the date of the aforesaid deed, including but not limited to, the conveyance of even date herewith of the Acquired Library Property to the Library, said Town Office Lot being shown as “Town Office Lot” on Exhibit A; (ii) immediately north of the Library Property as is more particularly described in a certain Release Deed from School Administrative District No. 61 dated July 17, 1985, and recorded in the Cumberland County Registry of Deeds in Book 6855, Page 66 (the “Community Center Lot”), a portion of said Community Center Lot being shown as “Community Center Lot” on Exhibit A; and (iii) immediately east of the Library Property on the land between the Library Property and Meadow Road as is more particularly described in a certain Warranty Deed from Laurinda L. Cushman dated October 12, 1994, and recorded in the Cumberland County Registry of Deeds in Book 11665, Page 164 (the “Village Green Lot” and collectively with the Town Office Lot and Community Center Lot, the “Town Property”), said Village Green Lot being shown as “Village Green Lot” on Exhibit A; and

WHEREAS, it is the intention of the Parties that this Agreement shall document relevant conditions as they currently exist on the Library Property and Town Property and that it shall establish that the party responsible for originally installing a feature thereon shall, in most cases, remain responsible for maintaining the same, regardless of on whose property that feature is located as of the Effective Date hereof; and

WHEREAS, the principal structure on the Town Office Lot (the “Town Office”) and the Library’s building on the Library Property (the “Library Building”) have both historically received water from the Town through means of underground water supply lines running from the principal structure on the Community Center Lot (the “Community Center”) to the Town Office and Library Building (collectively,

the “Water Lines”), which water lines’ exit point on the Community Center and entry points on the Town Office and Library Building are each shown, and labelled as “WLC” on Exhibit A; and

WHEREAS, on or about March, 1979, the Casco Town Meeting, being the legislative body of the Town, authorized the Town to grant the Library an easement over the portion of the Town Office Lot immediately to the west of the Original Library Property’s western property line “in order to facilitate an addition on the rear of the present building,” which portion of the Town Office Lot was subsequently determined by the Select Board to be a 20’x90’ area (the “Former Easement Grant”); and

WHEREAS, in the mid-1980’s, the Town drilled a new well (the “Well”) on the Library Property from which to extract drinking water for use as a municipal water supply, and, indirectly, as the Library’s water supply, which well is shown, and labelled as “Drilled Well,” on Exhibit A; and

WHEREAS, on or about March 10, 1990, the Casco Town Meeting, being the legislative body of the Town, authorized the Town to grant the Library the Town’s “title and interest in the town building formerly known as the Casco Village Fire Station,” which building is located on a portion of what would become the Acquired Library Property, “under the terms the Selectmen deem in the best interest of the Town of Casco to facilitate the future expansion of Casco Public Library” together with “what land is required for the project” (the “Former Land Transfer”); and

WHEREAS, the Former Easement Grant and Former Land Transfer did not occur as originally planned and had not prior to the date hereof; and

WHEREAS, in 1991 and 2002, in reliance on the Casco Town Meeting’s authorization of the Former Land Transfer, the Library expanded the footprint of the Library Building onto portions of what would become the Acquired Library Property prior to the title to such property being vested in the Library; and

WHEREAS, on or around 2002, the Library installed a light pole (the “Light Pole”) to the west of the aforementioned expansion of the Library Building, on a portion of the Town Office Lot that would become the Acquired Library Property, which Light Pole is shown, and labelled as “Light Pole” on Exhibit A; and

WHEREAS, at some point, the Town installed recreational equipment for an outdoor children’s playground and installed fencing to enclose the same (together, the “Playground”), immediately west of the Library Building, which playground sits partially on the Town Property and partially on the Library Property and which Playground is shown, and labelled as “Playground,” on Exhibit A; and

WHEREAS, at some point, the Town installed additional fencing (the “Fence”) along the southwest border of the Acquired Library Property, which belonged to the Town at the time but has since become a portion of the Library Property, which fence is shown, and labelled as “Fence” on Exhibit A; and

WHEREAS, said Playground was built over an abandoned Town leach field (“Former Leach Field”), used by the Town and the Library, which leach field sits partially on the Town Office Lot and partially on the Library Property, and which leach field is shown, and labelled as “Former Leach Field,” on Exhibit A; and

WHEREAS, in the late 1990s, the Town constructed the Village Green (“Village Green,” shown, and labelled as “Village Green,” on Exhibit A) on the recently acquired Village Green Lot, on the portion of Leach Hill Road that had abutted the Original Library Property and was discontinued, and on a portion of the Original Library Property, thus eliminating the Original Library Property’s street frontage, parking, and access as well as the Library’s ability to erect a sign along a public way to advertise its business to the public; and

WHEREAS, during the construction of the Village Green project, the Town installed over one hundred (100) feet of concrete sidewalks on the easterly and southerly portion of the Library Property (the “Sidewalks”), which sidewalks are shown, and labelled as “Concrete Sidewalk,” on Exhibit A; and

WHEREAS, the Town has historically allowed the Library’s agents, employees, guests, licensees, and invitees to access the Library Property via a paved right of way running across the Town Office Lot from the westerly sideline of Leach Hill Road (the “Driveway”), which driveway is wide enough to be navigated by fire trucks and is shown, and labelled as “Driveway” on Exhibit A, and to park their vehicles in a certain parking lot thereon (the “Parking Lot”), which parking lot is shown, and labelled as “Parking Lot” on Exhibit A; and

WHEREAS, over the years, in order to improve stormwater drainage in the area, the Town installed two catch basins on the Library Property (collectively with the outlet pipes running from each to any drainage system to which it connects, the “Town Catch Basins”), each of which is shown, and labelled as “Town Catch Basin” on Exhibit A, the southerly-most one draining into the northerly one, which in turn connects across the Village Green and drains into an MDOT storm drain on the westerly side of Route 121; and

WHEREAS, at some point, in order to improve stormwater drainage on the Library Property, the Library installed one catch basin on the Library Property on the easterly side of the Library Building (the “Library Catch Basin”), which is shown, and labelled as “Library Catch Basin” on Exhibit A, which catch basin drains into the northerly Town Catch Basin; and

WHEREAS, in order to improve groundwater drainage from the Library Building, the Library has installed a sump pump in their basement with a discharge pipe (the “Sump Pump Discharge Pipe”) that runs from the sump pump to a catch basin to the southwest of the Library Building on the Town Office Lot (the “Southwest Catch Basin”); and

WHEREAS, in or around 2017 or 2018, the Town installed portions of a new septic system, including a septic tank (the “Septic Tank”), which septic tank is shown, and labelled as “Septic Tank” on Exhibit A, and portions of septic lines (the “Septic Lines”), which septic lines are shown on Exhibit A as solid lines running from the easterly, southerly, and westerly sides of the Septic Tank (the “Septic System”), which septic system serves the Library Property and the Town Office; and

WHEREAS, the Septic System is powered by electricity provided by the Library and empties into a leach field located on the Town Office Property (the “Leach Field”), which leach field is shown and labelled as “27’ x 38’ Septic Field” on Exhibit A; and

WHEREAS, also in or around 2017 or 2018, the Town installed a concrete landing, stairway with railings down to the sidewalk, and wheelchair access ramp with appropriate railings, on the western entrance to the Library Building (collectively, the “Access Features”), which access features are shown and labelled as “ADA Ramp w/Railing,” “Landing,” and “Stairs w/ Railing” on Exhibit A, and which access features were constructed on property that belonged to the Town at the time; and

WHEREAS, the Town installed curbing and a small patch of pavement along the westernmost portion of the Library Property (the “Curb”), which curbing and pavement is shown and labelled as “Curb” on Exhibit A; and

WHEREAS, in 2019, the Library installed a pergola (the “Pergola”) on property that belonged to the Town at the time, which pergola is shown and labelled as “Pergola” on Exhibit A; and

WHEREAS, at some point, the Library installed a drop box (“Drop Box”) on property that belonged to the Town at the time, which drop box is shown and labelled as “Drop Box” on Exhibit A; and

WHEREAS, at some point, the Town installed a canopy (the “Canopy”) on the Library Property, which canopy is shown and labelled as “Canopy” on Exhibit A; and

WHEREAS, the Library has historically allowed the Water Lines, Playground, Fence, Village Green, Sidewalks, Well, Town Catch Basins, Septic Tank, Septic Lines, Former Leach Field, Access Features, Curb, and Canopy (collectively, the “Town Improvements”) to be and remain located, in part or in full, on or under the Library Property, as applicable; and

WHEREAS, the Library’s extensive history of collaboration with the Town to serve the community over the past several decades has proven beneficial to all parties involved and the Town and Library wish to maintain this collaborative, supportive relationship; and

WHEREAS, to partially remediate the situation described in the foregoing recitals, the Town has granted the Acquired Library Property to the Library, which conveyance ensures that the entirety of the Library’s building, the Light Pole, the Drop Box, and the Pergola are now located on Library Property; and

WHEREAS, the Town’s conveyance of the Acquired Library Property to the Library does not, however, provide the Library with street frontage, parking, access to the Library Property, or the ability to erect a sign along a public way to advertise its business to the public; and

WHEREAS, the Town Improvements are still located on the Library Property without there being any deeded right for the Town to access the Library Property to manage the same and the Town has requested an easement from the Library that will allow the Town’s agents and employees to manage the Town Improvements on the Library Property; and

WHEREAS, the Library is willing to grant the Town an easement for reasonable access to and use of those portions of the Library Property on which the Town Improvements lie for the purpose of maintaining the same; and

WHEREAS, the Town desires members of the general public to have the right to use the portions of the Playground, Village Green, Sidewalks, and Canopy that exist on the Library Property for recreational purposes and the Town has requested from the Library an easement over said portions of the Playground, Village Green, Sidewalks, and Canopy for that purpose; and

WHEREAS, the Library is willing to grant the Town an easement for the public’s use and enjoyment of said Playground, Village Green, Sidewalks, and Canopy; and

WHEREAS, to comply with local zoning laws and regulations, including the Casco Zoning Ordinance (the “Zoning Ordinance”), as the same has been and may hereafter be amended, restated, and/or modified, including by a certain Contract Zoning Agreement to be entered into between the Town and the Library, the Library requires permanently deeded access to the Library Property and the Library has requested from the Town an access easement over the Driveway and easement for parking purposes over the Parking Lot; and

WHEREAS, the Town is willing to grant the Library an easement for vehicular and pedestrian access to the Library Property over the Driveway and for the non-exclusive use of no less than thirty (30) parking spaces in the Parking Lot at any one time (the “Required Parking Spaces”); and

WHEREAS, the Library desires to advertise its business to the public by erecting a permanent sign on a portion of the Village Green Lot adjacent to Meadow Road; and

WHEREAS, the Town is willing to grant the Library an easement for reasonable access to and use of a portion of Town Property for the purpose of erecting a permanent sign to advertise its business to the

public; provided that such a sign is at all times consistent with and permitted under the sign permitting provisions of the Zoning Ordinance.

NOW, THEREFORE, for mutual covenants, terms, and conditions set forth herein, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Grant of Easements; Purpose; Use.

(a) Easements Granted to the Town.

(i) The Library hereby grants and conveys to the Town, its legal representatives, employees, and agents, a perpetual, non-exclusive, easement and right of way (the “Town’s Improvement Easement”) in, under, upon, about, over, and through the portions of the Library Property on or under which any of the Town Improvements (and the outlet pipes running from each Town Catch Basin to any drainage system to which it connects) is located as of the date hereof (the “Town’s Improvement Easement Area”) for the purpose of allowing the Town, its legal representatives, employees, and agents, to maintain, reconstruct, repair, replace, operate, inspect, patrol, redesign, rebuild, alter, or remove the Town Improvements on the Town’s Improvement Easement Area, including but not limited to the right to access the Town’s Improvement Easement Area with persons and machines, for such purposes, subject to the following conditions:

(A) Notwithstanding the foregoing and with respect only to Town Improvements that are covered by a permanent structure as of the date hereof, including but not limited to any portion of the Water Lines, the Town Improvement Easement shall only include an easement and right of way in, under, and through, but not upon, about, or over, the portions of the Library Property on or under which such Town Improvement is located and the existence of such permanent structure thereover shall not under any circumstances be construed as an interference with the Town’s easement rights.

(B) Notwithstanding the foregoing and with respect only to the portions of the Town’s Improvement Easement and Town’s Improvement Easement Area that correspond to each Town Catch Basin and the outlet pipes running therefrom to any drainage system to which they connect, the Library’s grant of the above easement rights are expressly conditioned on the Library’s ability to connect the outlet pipes of any catch basins that the Library has or may hereafter construct on the Library Property to the outlet pipes running from the closest Town Catch Basin to any drainage system to which it connects, as said outlet pipe exists on the date hereof or as it may be replaced in the future pursuant to the terms of this Agreement.

(ii) The Library hereby grants and conveys to the Town a perpetual, non-exclusive, easement and right of way (the “Town’s Recreation Easement” and together with the Town’s Improvement Easement, the “Town’s Easements”) in, under, upon, about, over, and through the portions of the Library Property on which the Playground, Village Green, Sidewalks, and/or Canopy are located as of the date hereof (the “Town’s Recreation Easement Area” and together with the Town’s Improvement Easement Area, the “Town’s Easement Area”) for the purpose of allowing the Town to: (i) invite members of the public

to use those portions of the Town's Recreation Easement Area on which the Playground, Village Green, and Canopy are located for recreational uses; (ii) invite members of the public to use those portions of the Town's Recreation Easement Area on which the Sidewalks are located for the purpose of navigation; and (iii) to have its employees and agents place, maintain, reconstruct, repair, replace, operate, inspect, patrol, redesign, rebuild, alter, or remove one or more picnic tables on the portion of the Town's Recreation Easement Area on which the Canopy is located for the benefit of members of the public making use of that portion of the Town's Recreation Easement.

(b) Easements Granted to the Library.

(i) The Town hereby grants and conveys to the Library, its legal representatives, successors, and assigns, and their guests, invitees, and licensees, a perpetual, non-exclusive easement and right of way (the "Library's Access Easement") in, under, upon, about, over, and through the portions of the Town Property on which the Driveway is located as of the date hereof (the "Library's Access Easement Area") for the purpose of providing the Library, its legal representatives, successors, and assigns, and their employees, agents, guests, and invitees, with vehicular and pedestrian access to the Library Property, provided however that the Town shall be permitted to adjust the exact dimensions and location of the Library's Access Easement and Library's Access Easement Area to accommodate renovations to the Town Office and concurrent reconfiguration of the Driveway and parking spaces in that area provided the Library's Access Easement and Library's Access Easement Area continue to follow the Driveway as closely as practically possible and the Library's Access Easement shall in no case fail of its aforesaid purpose or otherwise become unable to provide access to emergency response vehicles including fire trucks.

(ii) The Town hereby grants and conveys to the Library, its legal representatives, and their guests, invitees, and licensees, a perpetual, non-exclusive easement and right of way (the "Library's Parking Easement") in, under, upon, about, over, and through the portions of the Town Property on which the Parking Lot is located as of the date hereof (the "Library's Parking Easement Area") for the purpose of allowing the Library, its legal representatives, successors, and assigns, and their employees, agents, guests, and invitees, to access and use the Required Parking Spaces, in common with others, for the parking of vehicles in the Library's Parking Easement Area; provided, however, that the grant of the Library's Parking Easement shall not be understood to constitute any right of exclusive use, or priority of use of any such Required Parking Spaces.

(iii) The Town hereby grants and conveys to the Library, its legal representatives, successors, and assigns, and their employees and agents, a perpetual, non-exclusive easement and right of way (the "Library's Sign Easement") in, under, upon, about, over, and through the portion of the Village Green Lot labelled as "Sign Easement Area" on Exhibit A (the "Library's Sign Easement Area"), for the purpose of allowing the Library, its legal representatives, successors, and assigns, and their employees and agents, to erect, maintain, reconstruct, repair, replace, operate, inspect, patrol, redesign, rebuild, alter, or remove one (1) permanent sign on the Library's Sign Easement Area for the purpose of advertising the Library to motorists and pedestrians along Meadow Road, provided such sign shall comply with all applicable land use regulations imposed by the Zoning Ordinance, or as otherwise

imposed by law, and further provided that the exact location of the sign is agreed to by the parties in good faith, with each Party's consent not to be unreasonably withheld or delayed.

(iv) The Town hereby grants and conveys to the Library, its legal representatives, successors, and assigns, and their employees and agents, a perpetual, non-exclusive easement and right of way (the "Library's Drainage Easement" and collectively with the Library's Access Easement, the Library's Parking Easement, and the Library's Sign Easement, the "Library's Easements") in, under, upon, about, over, and through the portions of the Town Property on which the Sump Pump Discharge Pipe runs on its way to the Southwest Catch Basin as of the date hereof (the "Library's Drainage Easement Area" and collectively with the Library's Access Easement Area, the Library's Parking Easement Area, and the Library's Sign Easement Area, the "Library's Easement Area") for the purpose of allowing the Library, its legal representatives, successors, and assigns, to maintain, reconstruct, repair, replace, operate, inspect, patrol, redesign, rebuild, alter, or remove the portion of the Sump Pump Discharge Pipe in the Library's Drainage Easement Area and to connect the same to the Southwest Catch Basin.

2. Incidental Access Rights.

(a) The Town, including its officers, officials, employees, agents, contractors, heirs, assigns, and legal representatives shall be permitted access to such portions of the Library Property adjacent to the Town's Easement Area and not covered by a permanent structure as are necessary for the Town, its agents and employees, to access the Town Improvements as they exist on the date hereof (the "Town's Incidental Access Area"), upon not less than three (3) days' prior written notice to the Library, to perform improvements, maintenance, and repairs on the Town Improvements as further described herein, or to place or remove one or more picnic tables on the portion of the Town's Easement Area on which the Canopy is located. The Town agrees not to interrupt the Library's use of the Library Property, and if such interruption is necessary, such interruption shall be temporary in nature and designed to limit any interruption of access to and from the remaining lands of the Library. In the event of emergency, the Town shall provide verbal notice to the Library prior to entering onto the Town's Incidental Access Area but shall not be required to provide such notice three (3) days before entry.

(b) The Library shall be permitted access to such portions of the Town Property adjacent to the Library's Sign Easement Area and Town's Drainage Easement Area and not covered by a permanent structure as are necessary for the Library, its legal representatives, successors and assigns, and their agents and employees, to access the Sump Pump Discharge Pipe in the Library's Drainage Easement Area and any sign constructed in the Library's Sign Easement Area (the "Library's Incidental Access Area"), upon not less than three (3) days' prior written notice to the Town, to perform improvements, maintenance, and repairs on the Sump Pump Discharge Pipe and any permanent sign erected in the Library's Sign Easement Area as further described herein, or to place or remove a permanent sign on the Library's Sign Easement Area. The Library agrees not to interrupt the Town's use of the Town Property, and if such interruption is necessary, such interruption shall be temporary in nature and designed to limit any interruption of access to and from the remaining lands of the Town. In the event of emergency, the Library shall provide verbal notice to the Town prior to entering onto the Library's Incidental Access Area but shall not be required to provide such notice three (3) days before entry.

3. Costs/Lien-Free Construction.

(a) The Town shall bear and promptly pay without the imposition of any lien or charge on or against all or any portion of the Library Property, all costs and expenses incurred by the Town in connection with the maintenance, reconstruction, repair, replacement, operation, inspection, patrol, redesign, alteration, or removal of the Town Improvements. The Town hereby acknowledges and agrees that if any lien is filed against the Library Property as a result of the Town's Improvement Easement or the Town's activities in the Town's Easement Area and the Town has not had such lien removed of record within thirty (30) days of the date of the initial filing of such lien, the Town shall be in default of this Agreement, and the Library shall have the right to exercise all of its remedies pursuant to this Agreement, at law and in equity.

(b) The Library shall bear and promptly pay without the imposition of any lien or charge on or against all or any portion of the Town Property, all costs and expenses incurred by the Library in connection with the construction, maintenance, reconstruction, repair, replacement, operation, inspection, patrol, redesign, alteration, or removal of the Sump Pump Discharge Pipe and any permanent sign constructed in the Library's Sign Easement Area. The Library hereby acknowledges and agrees that if any lien is filed against the Town Property as a result of the Library's Sign Easement or the Library's Drainage Easement or the Library's activities in the Library's Sign Easement Area or Library's Drainage Easement Area and the Library has not had such lien removed of record within thirty (30) days of the date of the initial filing of such lien, the Library shall be in default of this Agreement, and the Town shall have the right to exercise all of its remedies pursuant to this Agreement, at law and in equity.

4. Compliance with Laws.

(a) The Town shall maintain, reconstruct, repair, replace, operate, inspect, patrol, redesign, rebuild, alter, or remove the Town Improvements in a workmanlike manner and in compliance with the applicable statutes, ordinances, rules, and regulations of all governing public authorities as those statutes, ordinances, rules, and regulations are amended from time to time.

(b) The Library shall maintain, reconstruct, repair, replace, operate, inspect, patrol, redesign, rebuild, alter, or remove the Sump Pump Discharge Pipe and any sign constructed in the Library's Sign Easement Area in a workmanlike manner and in compliance with the applicable statutes, ordinances, rules, and regulations of all governing public authorities as those statutes, ordinances, rules, and regulations are amended from time to time.

5. Maintenance, Repair, and other Covenants.

(a) The Town's Obligations.

(i) The Town shall maintain and repair all portions of the Town's Improvements (whether on Library Property or Town Property), the Driveway, the Parking Lot, and the Town's Easement Area in a good and safe condition and in accordance with all applicable laws. The Town shall also maintain the Water Lines, Well, Town Catch Basins, Septic System, Leach Field and Southwest Catch Basin in good working order, as determined in the Town's reasonable, sole, and exclusive discretion. Without limiting the generality of the foregoing, the Town also covenants to maintain the Septic System and Leach Field in

such state as is necessary to support the continued removal of waste water from the Library Building and the Town Catch Basins in such state as is necessary to support the continued removal of stormwater from the Library Property, all in such quantities as are necessary to meet the Library's reasonable needs. Notwithstanding the foregoing, the Town's obligations under this section shall not include any obligation to expand the size of the Septic System, nor reconfigure its layout on the Town Property, if the same is necessitated by the expansion in size or intensity of the Library's use of the Library Property, without the Library contribution the cost of its pro rata share of such increased capacity.

(ii) The Town shall perform maintenance deemed to be necessary in the reasonable, sole, and exclusive discretion of the Town, to keep the Town's Easement Area, the Driveway, and the Parking Lot at all times in the same condition as exists on the Effective Date of this Agreement, subject to Section 10 below.

(iii) In the event the surface of any portion of the Town's Incidental Access Area is disturbed by the Town's exercise of any of its easement rights under this Agreement, the Town shall restore such area to the condition in which it existed as of the commencement of such activity.

(iv) The Town shall have the right to block access to all or a portion of the Library's Easement Area for a temporary period in an emergency or for maintenance of the Library's Easement Area.

(v) Without limiting the generality of the foregoing, the Town shall be specifically responsible for mowing those portions of the Library Property immediately surrounding the Town Improvements, for clearing snow and ice from and applying salt to the Sidewalk and Parking Lot during the winter, for plowing the Parking Lot and Driveway as necessary to ensure continuous access to the Library Property, and for keeping the Town Catch Basins and Southwest Catch Basin clear and properly functioning; provided, however, that the manner in which such maintenance is performed, including but not limited to the materials and contractor selected, shall be within the reasonable, sole, and exclusive discretion of the Town.

(vi) The Town hereby covenants to continue to provide the Library with potable water via the Water Lines in such amounts as are necessary to meet the Library's reasonable needs; provided, however, that the Town shall not be obligated to expand the size or capacity of such Water Lines, if the same is necessitated by the expansion in size or intensity of the Library's use of the Library Property, without the Library contributing the cost of its pro rata share of such increased capacity.

(b) The Library's Obligations.

(i) The Library hereby assumes the obligation to maintain and repair the Sump Pump Discharge Pipe and any sign constructed in the Library's Sign Easement Area in a good and safe condition, as determined in the Library's reasonable, sole, and exclusive discretion, and in accordance with all applicable laws.

(ii) The Library shall perform necessary maintenance to keep the Sump Pump Discharge Pipe at all times in the same condition in which it exists on the Effective Date of the Agreement, subject to Section 10 below.

(iii) In the event the surface of any portion of the Library's Incidental Access Area is disturbed by the Library's exercise of any of its easement rights under this Agreement, the Library shall restore such area to the condition in which it existed as of the commencement of such activity.

(iv) The Library shall have the right to block access to all or a portion of the Town's Easement Area for a temporary period in an emergency.

(v) The Library hereby covenants to provide electricity in such amounts as are necessary to ensure continuous proper functioning of the Septic System's pump.

6. Reservation of Rights.

(a) All right, title, and interest in and to the Town's Easement Area and Town's Incidental Access Area under this Agreement, which may be used and enjoyed without interfering with the rights conveyed by this Agreement are reserved to the Library, provided, however, that the Library shall not: (a) enact or maintain any buildings which may cause damage to or interfere with the Town Improvements in the Town's Easement Area and Town's Incidental Access Area; or (b) develop, landscape, or beautify the Town's Easement Area and Town's Incidental Access Area in any way which would unreasonably or materially increase the costs to the Town of maintaining, reconstructing, repairing, replacing, operating, inspecting, patrolling, redesigning, rebuilding, altering, or removing the Town Improvements or restoring the Town's Easement Area or the Town's Incidental Access Area after such activity. The Library shall have the right to grant additional easement rights in the Town's Easement Area and Town's Incidental Access Area, provided same shall not interfere with, or otherwise adversely affect any of the Town's rights herein. The Library's use and enjoyment of the Town's Easement Area and Town's Incidental Access Area shall not interfere with, or adversely affect any of the Town's rights herein.

(b) All right, title, and interest in and to the Library's Easement Area and Library's Incidental Access Area under this Agreement, which may be used and enjoyed without interfering with the rights conveyed by this Agreement are reserved to the Town, provided, however, that the Town shall not: (a) enact or maintain any buildings which may cause damage to or interfere with the Sump Pump Discharge Pipe or permanent sign in the Library's Easement Area and Library's Incidental Access Area; or (b) develop, landscape, or beautify the Library's Easement Area and Library's Incidental Access Area in any way which would unreasonably or materially increase the costs to the Library of constructing, maintaining, reconstructing, repairing, replacing, operating, inspecting, patrolling, redesigning, rebuilding, altering, or removing the Sump Pump Discharge Pipe or any permanent sign in the Library's Sign Easement Area or restoring the Library's Easement Area or the Library's Incidental Access Area after such activity. The Town shall have the right to grant additional easement rights in the Library's Easement Area and Library's Incidental Access Area, provided same shall not interfere with, or otherwise adversely affect any of the Library's rights herein. The Town's use and enjoyment of the Library's Easement Area and Library's Incidental Access Area shall not interfere with, or adversely affect any of the Library's rights herein.

7. Relocation. The Town or the Library may relocate any easement provided for herein by which it is burdened if prior written consent is obtained from the other party, which consent may not be unreasonably withheld, and provided that the relocation of any such easement shall not in any way diminish or interfere with the other party's reasonable exercise of its easement rights. If the Town desires to relocate all or any portion of the Library's Easement Area and/or Library's Incidental Access Area or the Library desires to relocate all or any portion of the Town's Easement Area and/or Town's Incidental Access Area, such party shall send a request to relocate the easement area and/or incidental access area, or any portion thereof, as applicable, in writing, to the other party. The non-requesting party shall respond to such request to relocate, in writing, within fifteen (15) days of receiving such relocation request. If the parties agree to relocate an easement area or incidental access area, then this Agreement shall be amended to reflect the same.

8. Grantor's Use of Property. The Town reserves the right to use the Town Property in any manner and for any purpose that does not interfere with the Library's easement rights and its use of the Library's Easements. The Library reserves the right to use the Library Property in any manner and for any purpose that does not interfere with the Town's easement rights and its use of the Town's Easements.

9. Transferability. The parties to this Agreement hereby acknowledge and agree that the easements and other rights conferred by this Agreement are intended to, and do, constitute covenants that run with the land and shall inure to the benefit of and be binding upon the parties and their respective grantees, heirs, successors, and assigns, except that the Library's Parking Easement shall benefit the Library Property for only so long as the Library is the fee owner of the Library Property. In the event that the fee ownership interest in the Library Property is transferred to another person or entity, the transferee shall be required to renegotiate with the Town the terms of the transferee's use of the Required Parking Spaces in the Parking Lot. Notwithstanding the foregoing, the parties acknowledge that the rights granted and duties assumed under this Agreement may not be assigned or delegated without the prior written consent of the other party, which consent is not to be unreasonably withheld, conditioned, or delayed. Any attempted assignment or delegation without the prior written consent of the other party shall be void ab initio.

10. Default and Remedies. In the event of a default by the Town or the Library, the non-defaulting party may seek any and all remedies permitted by law.

11. Insurance

(a) The Town shall maintain, at its expense, and keep in force at all times during the term of this Agreement, a policy of commercial general liability insurance, which shall include coverage against claims for any injury, death, or damage to persons or property occurring on, in, or about the Town's Easement Area and/or the Town's Incidental Access Area with a combined single limit of not less than \$400,000 with respect to the Town's Easement Area and the Town's Incidental Access Area and the Town's use therein. Prior to making any entry onto the Library Property, the Town shall furnish to the Library a certificate of insurance evidencing the foregoing coverages.

(b) The Library shall maintain, at its expense, and keep in force at all times during the term of this Agreement, a policy of commercial general liability insurance, which shall include coverage against claims for any injury, death, or damage to persons or property occurring on, in, or about the Library's Easement Area with a combined single limit of not less than \$1,000,000.00 with respect to the Library's Easement Area and the Library's Incidental Access Area and the Library's

use therein. Prior to making any entry onto the Town Property, the Library shall furnish to the Town a certificate of insurance evidencing the foregoing coverages.

12. Grantor Not Liable. In no event shall the Town be liable for any damage to, or loss of personal property or equipment sustained by the Library, its successors and assigns, or their agents, employees, guests, and/or invitees within the Library’s Easement Area, whether or not it is insured, even if such loss is caused by the negligence of the Town; and in no event shall the Library be liable for any damage to, or loss of personal property or equipment sustained by the Town, its agents, employees, guests, invitees, and licensees, within the Town’s Easement Area, whether or not it is insured, even if such loss is caused by the negligence of the Library.

13. Notice. Unless specifically stated otherwise in this Agreement, all notices, waivers, and demands required or permitted hereunder shall be in writing and delivered to the addresses set forth below, by one of the following methods: (a) hand delivery, whereby delivery is deemed to have occurred at the time of delivery; (b) a nationally or regionally recognized overnight courier company, whereby delivery is deemed to have occurred the business day following deposit with the courier; (c) registered United States mail, signature required and postage-prepaid, whereby delivery is deemed to have occurred on the third business day following deposit with the United States Postal Service; or (d) electronic transmission (facsimile or email) provided that the transmission is completed no later than 4:00 p.m. Eastern Standard Time on a business day and the original also is sent via overnight courier or United States Mail, whereby delivery is deemed to have occurred at the end of the business day on which electronic transmission is completed.

To the Town: Anthony Ward
Town Manager
635 Meadow Road
Casco, ME 04015

To the Library: Michelle R. Brenner
Library Director
PO Box 420
5 Leach Hill Road
Casco, ME 04015

If Anthony Ward and/or Michelle R. Brenner shall at any time cease to be the Town Manager of the Town or Library Director of the Library, as applicable, the first line of the addresses above shall be deleted and replaced with the name of their successor. Any party may change its address for purposes of this Section 19 by giving written notice as provided in this Section 19. All notices and demands delivered by a party's attorney on a party's behalf shall be deemed to have been delivered by said party. Notices shall be valid only if served in the manner provided in this Section 19.

14. Recording. This Agreement and all future amendments hereto shall be recorded in the Cumberland County Registry of Deeds in the State of Maine.

15. Amendment. This Agreement may not be modified, amended, or terminated except in a writing signed by each party hereto.

16. Governing Law. THIS AGREEMENT SHALL BE GOVERNED AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF MAINE WITHOUT ANY REGARD GIVEN TO ANY CONFLICT OF LAWS PROVISIONS TO THE CONTRARY.

17. Counterparts. This Agreement may be executed by the parties hereto in separate counterparts, each of which when so executed and delivered shall be deemed an original for all purposes, and all such counterparts shall together constitute but one and the same instrument. A signed copy of this Agreement delivered by facsimile or email shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

18. Authority. Both parties represent and warrant that they have the authority to execute this Agreement and each individual signing on behalf of a party to this Agreement states that he or she is the duly authorized representative of the signing party and that his or her signature on this Agreement has been duly authorized by, and creates the binding and enforceable obligation of, the party on whose behalf the representative is signing.

19. Further Cooperation. Each of the signatories to this Agreement agree to execute such other documents and to perform such other acts as may be reasonably necessary or desirable to further the expressed intent and purpose of this agreement.

20. Interpretation. Under no circumstances shall the provisions of this Agreement be interpreted to subject the Town to a higher standard of care, or a higher degree of maintenance responsibility for any portion of the Town Property than would otherwise be applicable by law unless specifically so stated herein.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date first written above.

TOWN:

INHABITANTS OF THE TOWN OF CASCO,
a Maine municipal corporation

By: _____

Anthony Ward

Its: Town Manager, Duly Authorized by Vote of
Town Meeting

LIBRARY:

CASCO LIBRARY ASSOCIATION,
a Maine nonprofit corporation

By: _____

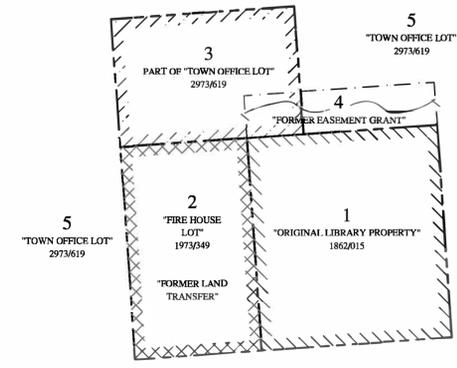
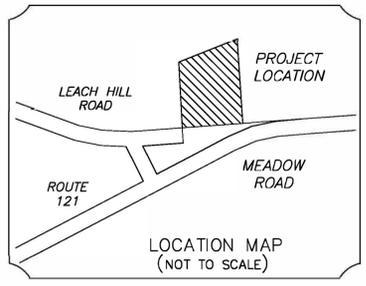
Janet Ver Planck

Its: President and Authorized Representative

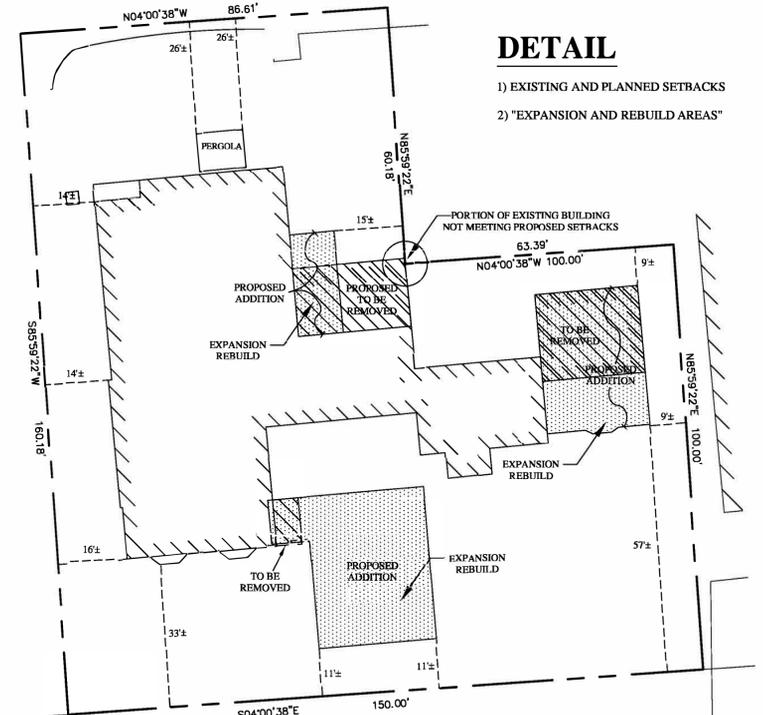
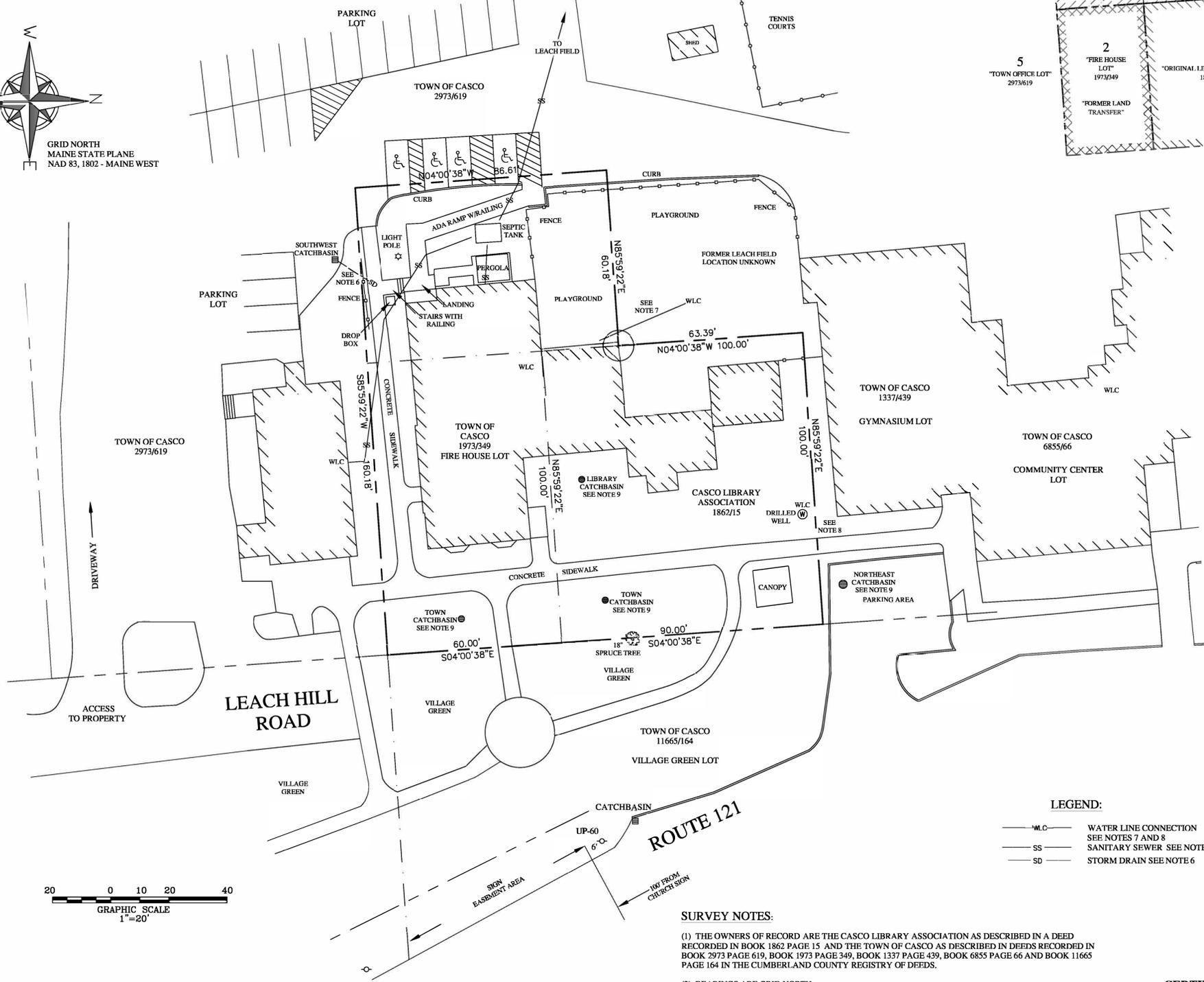
EXHIBIT A

SURVEY

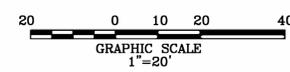
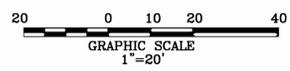
EXHIBIT A



LAND AREA DETAIL:
"ACQUIRED LIBRARY PROPERTY" CONSISTS OF AREAS 2 AND 3.
"LIBRARY PROPERTY" CONSISTS OF AREAS 1, 2 AND 3.



DETAIL
1) EXISTING AND PLANNED SETBACKS
2) "EXPANSION AND REBUILD AREAS"



LEGEND:
- W.C. - WATER LINE CONNECTION SEE NOTES 7 AND 8
- S.S. - SANITARY SEWER SEE NOTE 5
- S.D. - STORM DRAIN SEE NOTE 6

SURVEY NOTES:
(1) THE OWNERS OF RECORD ARE THE CASCO LIBRARY ASSOCIATION AS DESCRIBED IN A DEED RECORDED IN BOOK 1862 PAGE 15 AND THE TOWN OF CASCO AS DESCRIBED IN DEEDS RECORDED IN BOOK 2973 PAGE 619, BOOK 1973 PAGE 349, BOOK 1337 PAGE 439, BOOK 6855 PAGE 66 AND BOOK 11665 PAGE 164 IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS.
(2) BEARINGS ARE GRID NORTH.
(3) THE PARCEL CONTAINS APPROXIMATELY 20,212 SQUARE FEET.
(4) THE PROPOSED BUILDING ADDITIONS AND BUILDING AREAS TO BE REMOVED SHOWN ON THE DETAIL INSET ARE SCALED FROM PLAN REFERENCE 4.
(5) REFERENCE IS MADE TO A SUBSURFACE WASTEWATER DISPOSAL SYSTEM VARIANCE REQUEST DATED 9-22-16 REVISED 9-5-17 BY SEBAGO TECHNICS FOR THE GENERAL LOCATION OF THE SEPTIC SYSTEM.
(6) THERE IS A SUMP PUMP CONNECTION TO THE CATCHBASIN (SHOWN GRAPHICALLY-NOT FIELD LOCATED).
(7) THERE IS A WATER LINE ENTERING THE BACK OF THE BUILDING FROM OTHER LAND OF THE TOWN OF CASCO (SHOWN GRAPHICALLY-NOT FIELD LOCATED).
(8) THERE IS A WATER LINE FROM THE WELL TO THE TOWN BUILDING (SHOWN GRAPHICALLY-NOT FIELD LOCATED).
(9) UNABLE TO VERIFY IF OR HOW THE CATCHBASINS ARE CONNECTED.

PLAN REFERENCE:
(1) BOUNDARY SURVEY 960 MEADOW ROAD CASCO, MAINE FOR: 960 MEADOW ROAD HOLDINGS, LLC DATED FEBRUARY 2020 BY SURVEY INC.
(2) CASCO INN CASCO, MAINE FOR CASCO INN ASSOCIATES DATED APRIL 1986 BY SURVEY INC.
(3) MAINE STATE HIGHWAY COMMISSION RIGHT OF WAY MAP CASCO CUMBERLAND COUNTY DATED SEPTEMBER 1986 SHC FILE NO. 3-182.
(4) REFERENCE IS MADE TO A SET OF PLANS DATED 12-16-2024 FOR THE CASCO PUBLIC LIBRARY ADDITION BY GAF ARCHITECTURE.
(5) MAINE STATE HIGHWAY COMMISSION RIGHT OF WAY MAP STATE AID HIGHWAY NO. 1 CASCO CUMBERLAND COUNTY DATED SEPTEMBER 1965 SHC FILE NO. 3-182.

CERTIFICATION:
I CERTIFY THAT THIS SURVEY CONFORMS TO THE STANDARDS OF THE MAINE BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS AND IS CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF.

WILLIAM C. SHIPPEN
P.L.S. 2118

PRELIMINARY

EXISTING CONDITIONS SURVEY
5 LEACH HILL ROAD
CASCO, MAINE
FOR: **CASCO LIBRARY ASSOCIATION**
5 LEACH HILL ROAD
CASCO, MAINE 04015
(CLIENT)
SURVEY BY: **SURVEY, INC.**
P.O. BOX 210
WINDHAM, ME 04062
(207) 892-2556
INFO@SURVEYINCORPORATED.COM
DWN: DRR
DATE: MARCH 2025
CHK: WCS
JOB NO. 23-243-1

ACCOUNT	BUDGET NET	Y T D DEBITS	CREDITS	PENDING ACTIVITY	UNEXPENDED BALANCE	% USED BALANCE
100 - ADMINISTRATION	955,551.00	528,480.27	0.00	992.84	426,077.89	55.41%
01 - Administration	777,464.00	410,682.40	0.00	992.84	365,788.76	52.95%
10 - PAYROLL	574,814.00	293,029.65	0.00	0.00	281,784.35	50.98%
01 - Town Manager	127,906.00	65,215.24	0.00	0.00	62,690.76	50.99%
02 - Town Clerk	66,632.00	35,094.96	0.00	0.00	31,537.04	52.67%
03 - Treasurer	82,247.00	44,231.26	0.00	0.00	38,015.74	53.78%
04 - Deputy Clerk	54,460.00	28,243.07	0.00	0.00	26,216.93	51.86%
05 - Deputy Treasurer	56,952.00	31,512.42	0.00	0.00	25,439.58	55.33%
06 - Office Clerk	46,273.00	24,528.84	0.00	0.00	21,744.16	53.01%
09 - Office Clerk	44,563.00	19,701.09	0.00	0.00	24,861.91	44.21%
26 - Elections	3,257.00	480.89	0.00	0.00	2,776.11	14.76%
28 - Selectboard	17,250.00	6,900.00	0.00	0.00	10,350.00	40.00%
32 - Communications Coordinator	64,274.00	33,513.60	0.00	0.00	30,760.40	52.14%
98 - Overtime	6,000.00	2,708.28	0.00	0.00	3,291.72	45.14%
99 - Wage & Benefit Adjustment	5,000.00	900.00	0.00	0.00	4,100.00	18.00%
30 - SERVICES	143,250.00	88,850.85	0.00	152.71	54,246.44	62.13%
02 - Advertising	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
03 - Postage	4,000.00	288.00	0.00	0.00	3,712.00	7.20%
04 - Audit & Finances	15,000.00	5,030.00	0.00	0.00	9,970.00	33.53%
05 - IT Services	15,000.00	34,750.71	0.00	0.00	-19,750.71	231.67%
06 - Professional Services	25,000.00	15,039.27	0.00	0.00	9,960.73	60.16%
07 - Copier Maintenance	8,500.00	6,360.67	0.00	152.71	1,986.62	76.63%
09 - Dues & Fees	17,000.00	9,431.83	0.00	0.00	7,568.17	55.48%
10 - Website Related	7,000.00	2,619.75	0.00	0.00	4,380.25	37.43%
14 - Gifts/Flowers	500.00	200.00	0.00	0.00	300.00	40.00%
16 - Printing/Mapping	750.00	0.00	0.00	0.00	750.00	0.00%
26 - Elections	4,000.00	798.29	0.00	0.00	3,201.71	19.96%
27 - Broadcasting/LRTV	13,500.00	12,000.00	0.00	0.00	1,500.00	88.89%
56 - Software	32,000.00	2,332.33	0.00	0.00	29,667.67	7.29%
50 - SUPPLIES & EQUIPMENT	32,250.00	9,059.92	0.00	268.97	22,921.11	28.93%
01 - Supplies	25,000.00	8,953.43	0.00	268.97	15,777.60	36.89%
03 - Postage	3,000.00	0.00	0.00	0.00	3,000.00	0.00%
04 - Building Supplies	750.00	0.00	0.00	0.00	750.00	0.00%
05 - Food	1,500.00	106.49	0.00	0.00	1,393.51	7.10%
13 - New Equip	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
60 - REPAIRS & MAINTENANCE	10,750.00	11,088.45	0.00	403.51	-741.96	106.90%
01 - Building Repairs	7,500.00	7,534.20	0.00	0.00	-34.20	100.46%
02 - Furnace/Boilers	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
03 - Generators	1,000.00	275.46	0.00	403.51	321.03	67.90%
04 - Vehicles	750.00	3,278.79	0.00	0.00	-2,528.79	437.17%
70 - TRAINING & TRAVEL	16,400.00	8,653.53	0.00	167.65	7,578.82	53.79%
01 - Conferences/Training Fees	10,000.00	5,190.79	0.00	0.00	4,809.21	51.91%
02 - Mileage	6,000.00	2,629.90	0.00	167.65	3,202.45	46.63%
03 - Food for Training Purposes	400.00	832.84	0.00	0.00	-432.84	208.21%
02 - Assessing	108,087.00	94,825.04	0.00	0.00	13,261.96	87.73%
10 - PAYROLL	7,245.00	4,967.64	0.00	0.00	2,277.36	68.57%
07 - Assessing Clerk	7,245.00	4,967.64	0.00	0.00	2,277.36	68.57%
30 - SERVICES	100,842.00	89,813.38	0.00	0.00	11,028.62	89.06%
03 - Postage	4,000.00	1,333.64	0.00	0.00	2,666.36	33.34%
05 - IT Services	10,000.00	4,948.00	0.00	0.00	5,052.00	49.48%
06 - Professional Services	77,742.00	79,541.74	0.00	0.00	0.00	100.00%
15 - Deed & Lien Recording	7,000.00	3,990.00	0.00	0.00	3,010.00	57.00%
16 - Printing/Mapping	2,100.00	0.00	0.00	0.00	2,100.00	0.00%
50 - SUPPLIES & EQUIPMENT	0.00	44.02	0.00	0.00	0.00	100.00%
03 - Postage	0.00	44.02	0.00	0.00	0.00	100.00%
03 - Technology	0.00	7,891.52	0.00	0.00	-7,891.52	100.00%
30 - SERVICES	0.00	7,891.52	0.00	0.00	-7,891.52	100.00%
06 - Professional Services	0.00	7,891.52	0.00	0.00	-7,891.52	100.00%
04 - Legal Services	40,000.00	15,081.31	0.00	0.00	24,918.69	37.70%
30 - SERVICES	40,000.00	15,081.31	0.00	0.00	24,918.69	37.70%
06 - Professional Services	40,000.00	15,081.31	0.00	0.00	24,918.69	37.70%
05 - Contingency	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
30 - SERVICES	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
52 - Contingency	30,000.00	0.00	0.00	0.00	30,000.00	0.00%

Expense Summary Report

FUND: 1

ACCOUNT	BUDGET ---- Y T D ----			PENDING ACTIVITY	UNEXPENDED BALANCE	% USED BALANCE
	NET	DEBITS	CREDITS			
101 - CODE ENFORCEMENT/PB/ZBA	233,303.00	95,148.04	0.00	0.00	138,154.96	40.78%
01 - Code Enforcement	149,228.00	80,325.54	0.00	0.00	68,902.46	53.83%
10 - PAYROLL	140,728.00	73,489.21	0.00	0.00	67,238.79	52.22%
08 - Code Enforcement Officer	81,919.00	44,063.61	0.00	0.00	37,855.39	53.79%
11 - Asst. CEO	58,809.00	29,425.60	0.00	0.00	29,383.40	50.04%
30 - SERVICES	6,000.00	6,706.81	0.00	0.00	-706.81	111.78%
03 - Postage	500.00	0.00	0.00	0.00	500.00	0.00%
05 - IT Services	100.00	1,710.00	0.00	0.00	-1,610.00	1710.00%
06 - Professional Services	3,000.00	4,996.81	0.00	0.00	-1,996.81	166.56%
16 - Printing/Mapping	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
56 - Software	1,400.00	0.00	0.00	0.00	1,400.00	0.00%
50 - SUPPLIES & EQUIPMENT	1,250.00	29.52	0.00	0.00	1,220.48	2.36%
01 - Supplies	1,250.00	29.52	0.00	0.00	1,220.48	2.36%
70 - TRAINING & TRAVEL	1,250.00	100.00	0.00	0.00	1,150.00	8.00%
01 - Conferences/Training Fees	1,000.00	100.00	0.00	0.00	900.00	10.00%
02 - Mileage	250.00	0.00	0.00	0.00	250.00	0.00%
02 - Planning Board/Zoning Board	9,075.00	305.00	0.00	0.00	8,770.00	3.36%
30 - SERVICES	4,500.00	265.00	0.00	0.00	4,235.00	5.89%
02 - Advertising	500.00	187.50	0.00	0.00	312.50	37.50%
06 - Professional Services	4,000.00	77.50	0.00	0.00	3,922.50	1.94%
50 - SUPPLIES & EQUIPMENT	4,300.00	0.00	0.00	0.00	4,300.00	0.00%
01 - Supplies	4,300.00	0.00	0.00	0.00	4,300.00	0.00%
70 - TRAINING & TRAVEL	275.00	40.00	0.00	0.00	235.00	14.55%
01 - Conferences/Training Fees	225.00	0.00	0.00	0.00	225.00	0.00%
02 - Mileage	50.00	40.00	0.00	0.00	10.00	80.00%
03 - Town Planner	75,000.00	7,258.75	0.00	0.00	67,741.25	9.68%
30 - SERVICES	75,000.00	7,258.75	0.00	0.00	67,741.25	9.68%
06 - Professional Services	75,000.00	7,258.75	0.00	0.00	67,741.25	9.68%
04 - Comprehensive Plan Imp	0.00	7,258.75	0.00	0.00	-7,258.75	100.00%
30 - SERVICES	0.00	7,258.75	0.00	0.00	-7,258.75	100.00%
06 - Professional Services	0.00	7,258.75	0.00	0.00	-7,258.75	100.00%
102 - PARKS & RECREATION	367,831.00	140,380.82	0.00	315.79	227,134.39	38.25%
01 - Recreation	210,000.00	96,647.29	0.00	0.00	113,352.71	46.02%
10 - PAYROLL	139,433.00	78,117.20	0.00	0.00	61,315.80	56.02%
22 - Recreation Director	77,578.00	45,330.95	0.00	0.00	32,247.05	58.43%
23 - Recreation Camp	7,500.00	9,161.25	0.00	0.00	-1,661.25	122.15%
24 - Recreation Swim	5,000.00	2,024.00	0.00	0.00	2,976.00	40.48%
25 - Recreation Tennis	700.00	696.00	0.00	0.00	4.00	99.43%
35 - Recreation Programmer	48,655.00	20,713.75	0.00	0.00	27,941.25	42.57%
98 - Overtime	0.00	191.25	0.00	0.00	-191.25	100.00%
30 - SERVICES	2,800.00	1,473.58	0.00	0.00	1,326.42	52.63%
05 - IT Services	1,500.00	1,334.83	0.00	0.00	165.17	88.99%
06 - Professional Services	800.00	0.00	0.00	0.00	800.00	0.00%
14 - Gifts/Flowers	500.00	138.75	0.00	0.00	361.25	27.75%
50 - SUPPLIES & EQUIPMENT	1,600.00	22.50	0.00	0.00	1,577.50	1.41%
01 - Supplies	500.00	0.00	0.00	0.00	500.00	0.00%
02 - Non-consumable Supplies	0.00	22.50	0.00	0.00	-22.50	100.00%
05 - Food	100.00	0.00	0.00	0.00	100.00	0.00%
07 - Uniforms	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
60 - REPAIRS & MAINTENANCE	6,767.00	0.00	0.00	0.00	6,767.00	0.00%
12 - Ballfields/Courts	6,767.00	0.00	0.00	0.00	6,767.00	0.00%
70 - TRAINING & TRAVEL	2,000.00	599.00	0.00	0.00	1,401.00	29.95%
01 - Conferences/Training Fees	1,000.00	599.00	0.00	0.00	401.00	59.90%
02 - Mileage	1,000.00	0.00	0.00	0.00	1,000.00	0.00%

Expense Summary Report

ACCOUNT	BUDGET ---- Y T D ----		CREDITS	PENDING ACTIVITY	UNEXPENDED BALANCE	% USED BALANCE
	NET	DEBITS				
102 - PARKS & RECREATION CONT'D						
80 - PROGRAMS	57,400.00	16,435.01	0.00	0.00	40,964.99	28.63%
01 - Officials	4,500.00	0.00	0.00	0.00	4,500.00	0.00%
02 - Field Hockey	750.00	0.00	0.00	0.00	750.00	0.00%
03 - Soccer	4,000.00	3,025.54	0.00	0.00	974.46	75.64%
04 - Baseball	6,450.00	420.00	0.00	0.00	6,030.00	6.51%
05 - Basketball	3,400.00	0.00	0.00	0.00	3,400.00	0.00%
06 - Softball	3,100.00	0.00	0.00	0.00	3,100.00	0.00%
07 - Quickball	500.00	0.00	0.00	0.00	500.00	0.00%
08 - Tennis	800.00	217.50	0.00	0.00	582.50	27.19%
09 - Senior Trip/Programs	10,000.00	6,569.19	0.00	0.00	3,430.81	65.69%
10 - Limited Time/Short Duration	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
11 - Winter/Summer Swims	3,000.00	0.00	0.00	0.00	3,000.00	0.00%
12 - Pickleball	2,000.00	193.93	0.00	0.00	1,806.07	9.70%
13 - Camp	6,900.00	1,559.69	0.00	0.00	5,340.31	22.60%
14 - Karate	6,000.00	2,160.00	0.00	0.00	3,840.00	36.00%
17 - Celebrations	4,000.00	2,289.16	0.00	0.00	1,710.84	57.23%
02 - Parks & Beaches	37,500.00	3,513.43	0.00	0.00	33,986.57	9.37%
30 - SERVICES	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
06 - Professional Services	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
50 - SUPPLIES & EQUIPMENT	5,000.00	3,059.07	0.00	0.00	1,940.93	61.18%
13 - New Equip	5,000.00	3,059.07	0.00	0.00	1,940.93	61.18%
60 - REPAIRS & MAINTENANCE	27,500.00	454.36	0.00	0.00	27,045.64	1.65%
13 - Beach Maintenance	500.00	0.00	0.00	0.00	500.00	0.00%
15 - Park/Land Related Maint.	27,000.00	454.36	0.00	0.00	26,545.64	1.68%
03 - Facilities-CCC, Access Bldgs	107,831.00	39,516.14	0.00	315.79	67,999.07	36.94%
10 - PAYROLL	61,185.00	21,904.90	0.00	0.00	39,280.10	35.80%
10 - Per Diem/Stipend	14,461.00	5,176.10	0.00	0.00	9,284.90	35.79%
21 - Facilities Director	45,324.00	16,544.00	0.00	0.00	28,780.00	36.50%
98 - Overtime	1,400.00	184.80	0.00	0.00	1,215.20	13.20%
30 - SERVICES	3,000.00	1,362.00	0.00	0.00	1,638.00	45.40%
06 - Professional Services	3,000.00	1,362.00	0.00	0.00	1,638.00	45.40%
50 - SUPPLIES & EQUIPMENT	4,700.00	634.08	0.00	0.00	4,065.92	13.49%
01 - Supplies	4,000.00	634.08	0.00	0.00	3,365.92	15.85%
04 - Building Supplies	250.00	0.00	0.00	0.00	250.00	0.00%
11 - Signs	250.00	0.00	0.00	0.00	250.00	0.00%
12 - Flags	200.00	0.00	0.00	0.00	200.00	0.00%
60 - REPAIRS & MAINTENANCE	37,746.00	15,615.16	0.00	315.79	21,815.05	42.21%
01 - Building Repairs	35,000.00	15,446.16	0.00	0.00	19,553.84	44.13%
02 - Furnace/Boilers	1,496.00	169.00	0.00	0.00	1,327.00	11.30%
03 - Generators	1,250.00	0.00	0.00	315.79	934.21	25.26%
70 - TRAINING & TRAVEL	1,200.00	0.00	0.00	0.00	1,200.00	0.00%
02 - Mileage	1,200.00	0.00	0.00	0.00	1,200.00	0.00%
04 - Cemeteries	7,500.00	0.00	0.00	0.00	7,500.00	0.00%
30 - SERVICES	6,500.00	0.00	0.00	0.00	6,500.00	0.00%
06 - Professional Services	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
12 - Lawn Care	2,500.00	0.00	0.00	0.00	2,500.00	0.00%
50 - SUPPLIES & EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
12 - Flags	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
05 - Open Space Commission	4,000.00	703.96	0.00	0.00	3,296.04	17.60%
30 - SERVICES	2,500.00	388.88	0.00	0.00	2,111.12	15.56%
06 - Professional Services	2,500.00	388.88	0.00	0.00	2,111.12	15.56%
70 - TRAINING & TRAVEL	1,500.00	315.08	0.00	0.00	1,184.92	21.01%
01 - Conferences/Training Fees	0.00	315.08	0.00	0.00	-315.08	100.00%
06 - Community Engagement	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
06 - Veterans/Conservation	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
30 - SERVICES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
06 - Professional Services	1,000.00	0.00	0.00	0.00	1,000.00	0.00%

Expense Summary Report

FUND: 1

Item 11.#

ACCOUNT	BUDGET ---- Y T D ----			PENDING ACTIVITY	UNEXPENDED BALANCE	% USED BALANCE
	NET	DEBITS	CREDITS			
103 - PUBLIC ASSISTANCE	201,375.00	142,055.80	0.00	0.00	59,319.20	70.54%
01 - General Assistance	46,270.00	22,761.80	0.00	0.00	23,508.20	49.19%
30 - SERVICES	46,270.00	22,761.80	0.00	0.00	23,508.20	49.19%
17 - Household (GA)	250.00	0.00	0.00	0.00	250.00	0.00%
20 - Rent (GA)	24,000.00	8,540.00	0.00	0.00	15,460.00	35.58%
21 - Food (GA)	1,000.00	319.28	0.00	0.00	680.72	31.93%
22 - Utilities (GA)	2,500.00	897.50	0.00	0.00	1,602.50	35.90%
23 - Fuel (GA)	5,000.00	1,697.60	0.00	0.00	3,302.40	33.95%
35 - Cumberland County GA Admin	13,520.00	11,307.42	0.00	0.00	2,212.58	83.63%
02 - Donations/Charity	155,105.00	119,294.00	0.00	0.00	35,811.00	76.91%
90 - DONATIONS	155,105.00	119,294.00	0.00	0.00	35,811.00	76.91%
01 - Casco Public Library	91,200.00	91,200.00	0.00	0.00	0.00	100.00%
03 - Northern Light Health	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
04 - Through These Doors	1,100.00	1,100.00	0.00	0.00	0.00	100.00%
06 - Opportunity Alliance	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
07 - Casco Naples Senior Meal Site	3,394.00	3,394.00	0.00	0.00	0.00	100.00%
09 - Bridgton Lake Chamber of Comm.	500.00	0.00	0.00	0.00	500.00	0.00%
10 - Sebago Lake Region Chamber	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
11 - Lake Region Explore Bus Svc	12,000.00	6,000.00	0.00	0.00	6,000.00	50.00%
12 - Raymond Casco Hist. Society	1,800.00	1,800.00	0.00	0.00	0.00	100.00%
13 - Life Flight of Maine	911.00	0.00	0.00	0.00	911.00	0.00%
14 - Crescent Lake Watershed Assoc.	1,500.00	1,500.00	0.00	0.00	0.00	100.00%
15 - Lake Stewards of Maine	3,000.00	3,000.00	0.00	0.00	0.00	100.00%
16 - Thompson Lake Envir. Assoc.	2,500.00	2,500.00	0.00	0.00	0.00	100.00%
17 - LEA Milfoil Project	5,000.00	5,000.00	0.00	0.00	0.00	100.00%
18 - Pleasant Lake Parker Pond Asso	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
19 - Maine Public Radio	100.00	0.00	0.00	0.00	100.00	0.00%
21 - Local Food Pantries	3,600.00	1,800.00	0.00	0.00	1,800.00	50.00%
22 - Crooked River Snowmobile Club	2,000.00	2,000.00	0.00	0.00	0.00	100.00%
24 - Thomas Pond Improvement Assoc	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
104 - PUBLIC SAFETY	1,375,165.00	758,932.68	2,821.60	2,833.50	616,220.42	55.19%
01 - Fire Rescue Department	1,270,015.00	716,571.44	2,821.60	183.48	556,081.68	56.21%
10 - PAYROLL	971,995.00	538,521.54	2,821.60	0.00	436,295.06	55.11%
10 - Per Diem/Stipend	461,093.00	245,607.35	0.00	0.00	215,485.65	53.27%
18 - Fire Chief	84,353.00	46,971.60	0.00	0.00	37,381.40	55.68%
19 - F/R Stipends	8,280.00	8,289.06	0.00	0.00	-9.06	100.11%
29 - FT Fire & Rescue	259,826.00	159,408.72	2,532.18	0.00	102,949.46	60.38%
33 - Administrative Assistant	61,143.00	20,357.07	0.00	0.00	40,785.93	33.29%
98 - Overtime	97,300.00	57,737.74	289.42	0.00	39,851.68	59.04%
99 - Wage & Benefit Adjustment	0.00	150.00	0.00	0.00	-150.00	100.00%
20 - UTILITIES	0.00	287.70	0.00	0.00	-287.70	100.00%
02 - Phone/Cell Phones	0.00	287.70	0.00	0.00	-287.70	100.00%
30 - SERVICES	111,070.00	85,705.96	0.00	67.48	25,296.56	77.22%
02 - Advertising	250.00	0.00	0.00	0.00	250.00	0.00%
05 - IT Services	6,000.00	17,427.57	0.00	0.00	-11,427.57	290.46%
06 - Professional Services	32,000.00	26,392.28	0.00	0.00	5,607.72	82.48%
07 - Copier Maintenance	1,375.00	583.16	0.00	67.48	724.36	47.32%
09 - Dues & Fees	2,000.00	472.50	0.00	0.00	1,527.50	23.63%
13 - Dispatch/Paramedic Assist	31,995.00	31,995.84	0.00	0.00	-0.84	100.00%
14 - Gifts/Flowers	1,000.00	70.88	0.00	0.00	929.12	7.09%
30 - Billing Services	19,450.00	3,305.89	0.00	0.00	16,144.11	17.00%
37 - Paramedic Intercept	3,000.00	275.00	0.00	0.00	2,725.00	9.17%
54 - Use of Und. Fund Bal.	0.00	4,158.00	0.00	0.00	-4,158.00	100.00%
56 - Software	14,000.00	1,024.84	0.00	0.00	12,975.16	7.32%
50 - SUPPLIES & EQUIPMENT	88,250.00	38,053.98	0.00	0.00	50,196.02	43.12%
01 - Supplies	8,000.00	3,030.04	0.00	0.00	4,969.96	37.88%
05 - Food	1,000.00	101.44	0.00	0.00	898.56	10.14%
06 - Gas/Diesel	0.00	12,686.79	0.00	0.00	-12,686.79	100.00%
07 - Uniforms	10,000.00	3,510.27	0.00	0.00	6,489.73	35.10%
08 - PPE	15,000.00	1,215.94	0.00	0.00	13,784.06	8.11%
09 - Oxygen	2,250.00	1,680.76	0.00	0.00	569.24	74.70%
10 - Medical Supplies	20,000.00	9,087.69	0.00	0.00	10,912.31	45.44%
13 - New Equip	32,000.00	6,586.23	0.00	0.00	25,413.77	20.58%
18 - Use of Donation Funds	0.00	154.82	0.00	0.00	-154.82	100.00%

Expense Summary Report

FUND: 1

Item 11.#

ACCOUNT	BUDGET NET	Y T D DEBITS	----	Y T D CREDITS	----	PENDING ACTIVITY	UNEXPENDED BALANCE	% USED BALANCE
104 - PUBLIC SAFETY CONT'D								
60 - REPAIRS & MAINTENANCE	78,550.00	46,590.67		0.00		116.00	31,843.33	59.46%
01 - Building Repairs	12,000.00	5,468.65		0.00		116.00	6,415.35	46.54%
02 - Furnace/Boilers	1,500.00	0.00		0.00		0.00	1,500.00	0.00%
03 - Generators	1,800.00	0.00		0.00		0.00	1,800.00	0.00%
06 - Chief Vehicle	1,750.00	248.46		0.00		0.00	1,501.54	14.20%
07 - Equipment Repair/Maint	6,000.00	5,409.74		0.00		0.00	590.26	90.16%
08 - Radios	4,000.00	917.07		0.00		0.00	3,082.93	22.93%
09 - Boat	1,750.00	1,491.85		0.00		0.00	258.15	85.25%
16 - Ambulance 61	7,500.00	7,074.09		0.00		0.00	425.91	94.32%
17 - Ambulance 62	9,000.00	2,921.98		0.00		0.00	6,078.02	32.47%
18 - Utility 60	1,500.00	788.79		0.00		0.00	711.21	52.59%
19 - Tank 66	7,500.00	9,700.00		0.00		0.00	-2,200.00	129.33%
20 - Engine 63	10,500.00	7,161.05		0.00		0.00	3,338.95	68.20%
21 - Engine 64	8,500.00	3,455.79		0.00		0.00	5,044.21	40.66%
22 - Forestry 65	1,750.00	1,083.84		0.00		0.00	666.16	61.93%
24 - Squad 68	3,500.00	869.36		0.00		0.00	2,630.64	24.84%
70 - TRAINING & TRAVEL	20,150.00	7,411.59		0.00		0.00	12,738.41	36.78%
01 - Conferences/Training Fees	7,150.00	1,937.18		0.00		0.00	5,212.82	27.09%
02 - Mileage	0.00	40.00		0.00		0.00	-40.00	#DIV/0!
03 - Food for Training Purposes	500.00	898.41		0.00		0.00	-398.41	179.68%
04 - Physicals	7,500.00	1,295.00		0.00		0.00	6,205.00	17.27%
05 - Fire EMS Certification School	5,000.00	3,241.00		0.00		0.00	1,759.00	64.82%
03 - Animal Control Officer	103,000.00	42,361.24		0.00		2,650.02	57,988.74	43.70%
10 - PAYROLL	53,612.00	27,032.98		0.00		0.00	26,579.02	50.42%
17 - Animal Control Officer	49,020.00	24,629.11		0.00		0.00	24,390.89	50.24%
98 - Overtime	4,592.00	2,403.87		0.00		0.00	2,188.13	52.35%
11 - BENEFITS & INSURANCE	39,908.00	13,510.20		0.00		2,650.02	23,747.78	40.49%
01 - Health Insurance	31,026.00	12,156.05		0.00		2,650.02	16,219.93	47.72%
02 - FICA/MED/Retirement	8,570.00	1,354.15		0.00		0.00	7,215.85	15.80%
03 - Workers Compensation	312.00	0.00		0.00		0.00	312.00	0.00%
20 - UTILITIES	1,320.00	424.69		0.00		0.00	895.31	32.17%
02 - Phone/Cell Phones	1,320.00	424.69		0.00		0.00	895.31	32.17%
30 - SERVICES	5,410.00	1,339.91		0.00		0.00	4,070.09	24.77%
06 - Professional Services	5,360.00	1,339.91		0.00		0.00	4,020.09	25.00%
09 - Dues & Fees	50.00	0.00		0.00		0.00	50.00	0.00%
50 - SUPPLIES & EQUIPMENT	1,750.00	53.46		0.00		0.00	1,696.54	3.05%
01 - Supplies	500.00	53.46		0.00		0.00	446.54	10.69%
07 - Uniforms	750.00	0.00		0.00		0.00	750.00	0.00%
13 - New Equip	500.00	0.00		0.00		0.00	500.00	0.00%
60 - REPAIRS & MAINTENANCE	500.00	0.00		0.00		0.00	500.00	0.00%
07 - Equipment Repair/Maint	250.00	0.00		0.00		0.00	250.00	0.00%
25 - ACO Vehicle	250.00	0.00		0.00		0.00	250.00	0.00%
70 - TRAINING & TRAVEL	500.00	0.00		0.00		0.00	500.00	0.00%
01 - Conferences/Training Fees	250.00	0.00		0.00		0.00	250.00	0.00%
02 - Mileage	250.00	0.00		0.00		0.00	250.00	0.00%
04 - Emergency Management Agency	2,150.00	0.00		0.00		0.00	2,150.00	0.00%
50 - SUPPLIES & EQUIPMENT	1,400.00	0.00		0.00		0.00	1,400.00	0.00%
01 - Supplies	1,000.00	0.00		0.00		0.00	1,000.00	0.00%
07 - Uniforms	400.00	0.00		0.00		0.00	400.00	0.00%
70 - TRAINING & TRAVEL	750.00	0.00		0.00		0.00	750.00	0.00%
03 - Food for Training Purposes	750.00	0.00		0.00		0.00	750.00	0.00%
105 - PUBLIC WORKS/ROADS	1,064,545.00	504,059.19		0.00		0.00	560,485.81	47.35%
01 - Public Works/Roads	1,058,045.00	504,059.19		0.00		0.00	553,985.81	47.64%
10 - PAYROLL	172,245.00	79,377.26		0.00		0.00	92,867.74	46.08%
27 - Public Works Director	69,765.00	36,119.34		0.00		0.00	33,645.66	51.77%
31 - Public Works Truck Driver	97,479.00	42,768.92		0.00		0.00	54,710.08	43.88%
98 - Overtime	5,001.00	489.00		0.00		0.00	4,512.00	9.78%
30 - SERVICES	650,700.00	320,257.14		0.00		0.00	330,442.86	49.22%
01 - Bank Service Fees	0.00	400.00		0.00		0.00	-400.00	#DIV/0!
05 - IT Services	1,050.00	5,897.50		0.00		0.00	-4,847.50	561.67%
06 - Professional Services	20,000.00	8,962.88		0.00		0.00	11,037.12	44.81%
11 - Snow Removal	1,500.00	133.00		0.00		0.00	1,367.00	8.87%
12 - Lawn Care	35,700.00	16,536.75		0.00		0.00	19,163.25	46.32%
16 - Printing/Mapping	250.00	0.00		0.00		0.00	250.00	0.00%
29 - Plowing Related	436,400.00	234,748.48		0.00		0.00	201,651.52	53.79%
31 - Road Work Services	150,000.00	53,578.53		0.00		0.00	96,421.47	35.72%
56 - Software	5,800.00	0.00		0.00		0.00	5,800.00	0.00%

Expense Summary Report

FUND: 1

ACCOUNT	BUDGET NET	Y T D DEBITS	CREDITS	PENDING ACTIVITY	UNEXPENDED BALANCE	% USED BALANCE
105 - PUBLIC WORKS/ROADS CONT'D						
50 - SUPPLIES & EQUIPMENT	214,000.00	99,612.39	0.00	0.00	114,387.61	46.55%
01 - Supplies	16,000.00	6,235.49	0.00	0.00	9,764.51	38.97%
04 - Building Supplies	1,500.00	1,342.74	0.00	0.00	157.26	89.52%
11 - Signs	1,500.00	669.82	0.00	0.00	830.18	44.65%
13 - New Equip	25,000.00	0.00	0.00	0.00	25,000.00	0.00%
14 - Sand/Gravel	60,000.00	35,532.00	0.00	0.00	24,468.00	59.22%
15 - Salt	95,000.00	52,492.34	0.00	0.00	42,507.66	55.26%
21 - Rental Equipment	15,000.00	3,340.00	0.00	0.00	11,660.00	22.27%
60 - REPAIRS & MAINTENANCE	20,000.00	4,803.60	0.00	0.00	15,196.40	24.02%
05 - Public Works Vehicle	15,000.00	4,597.03	0.00	0.00	10,402.97	30.65%
07 - Equipment Repair/Maint	5,000.00	206.57	0.00	0.00	4,793.43	4.13%
70 - TRAINING & TRAVEL	1,100.00	8.80	0.00	0.00	1,091.20	0.80%
01 - Conferences/Training Fees	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
02 - Mileage	100.00	8.80	0.00	0.00	91.20	8.80%
03 - Dams	6,500.00	0.00	0.00	0.00	6,500.00	0.00%
30 - SERVICES	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
36 - Reimbursements	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
60 - REPAIRS & MAINTENANCE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
10 - Dam Related Repair/Maint	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
107 - SANITATION	481,127.00	203,488.07	0.00	0.00	277,638.93	42.29%
10 - Transfer Station Bulky Waste	481,127.00	47,675.73	0.00	0.00	433,451.27	9.91%
30 - SERVICES	481,127.00	47,675.73	0.00	0.00	433,451.27	9.91%
06 - Professional Services	105,000.00	47,675.73	0.00	0.00	57,324.27	45.41%
24 - Interlocal Agreement	376,127.00	0.00	0.00	0.00	376,127.00	0.00%
110 - BENEFITS & INSURANCE	830,323.00	416,359.77	689.57	39,069.33	375,583.47	54.77%
01 - BENEFITS & INSURANCE	784,323.00	391,473.77	689.57	39,069.33	354,469.47	54.81%
11 - BENEFITS & INSURANCE	784,323.00	391,473.77	689.57	39,069.33	354,469.47	54.81%
01 - Health Insurance	440,471.00	212,667.13	0.00	39,069.33	188,734.54	57.15%
02 - FICA/MED/Retirement	284,652.00	144,860.28	0.00	0.00	139,791.72	50.89%
03 - Workers Compensation	57,000.00	8,311.20	0.00	0.00	48,688.80	14.58%
04 - Unemployment	2,200.00	1,185.50	273.06	0.00	1,287.56	41.47%
06 - Paid Family Medical Leave	0.00	6,463.29	44.06	0.00	-6,419.23	100.00%
07 - IAFF Local 5372 Match	0.00	17,986.37	372.45	0.00	-17,613.92	100.00%
02 - OTHER INSURANCE	46,000.00	24,886.00	0.00	0.00	21,114.00	54.10%
40 - INSURANCE	46,000.00	24,886.00	0.00	0.00	21,114.00	54.10%
01 - Property & Casualty	46,000.00	24,886.00	0.00	0.00	21,114.00	54.10%
111 - UTILITIES	123,500.00	47,883.92	0.00	54.15	75,561.93	38.82%
01 - UTILITIES	123,500.00	47,883.92	0.00	54.15	75,561.93	38.82%
20 - UTILITIES	123,500.00	47,883.92	0.00	54.15	75,561.93	38.82%
01 - Electricity	30,000.00	15,147.14	0.00	54.15	14,798.71	50.67%
02 - Phone/Cell Phones	25,000.00	16,458.25	0.00	0.00	8,541.75	65.83%
111 - UTILITIES CONT'D						
03 - Internet	7,000.00	3,588.12	0.00	0.00	3,411.88	51.26%
04 - Heating Oil	17,500.00	7,305.90	0.00	0.00	10,194.10	41.75%
05 - Propane	2,500.00	127.96	0.00	0.00	2,372.04	5.12%
06 - Street Lights	5,000.00	876.55	0.00	0.00	4,123.45	17.53%
08 - Portable Toilets	6,500.00	4,380.00	0.00	0.00	2,120.00	67.38%
09 - Gasoline & Diesel	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
115 - DEBT SERVICE	352,963.00	247,781.25	0.00	0.00	105,181.75	70.20%
01 - DEBT SERVICE	352,963.00	247,781.25	0.00	0.00	105,181.75	70.20%
30 - SERVICES	352,963.00	247,781.25	0.00	0.00	105,181.75	70.20%
32 - Debt Service	352,963.00	247,781.25	0.00	0.00	105,181.75	70.20%
120 - OVERLAY	0.00	14,002.74	0.00	0.00	-14,002.74	100.00%
01 - Tax Writeoff	0.00	17.33	0.00	0.00	-17.33	100.00%
30 - SERVICES	0.00	17.33	0.00	0.00	-17.33	100.00%
49 - Interest on Tax Overpayment	0.00	0.10	0.00	0.00	-0.10	100.00%
51 - Tax Write Off	0.00	17.23	0.00	0.00	-17.23	100.00%
02 - Abatement	0.00	13,985.41	0.00	0.00	-13,985.41	100.00%
30 - SERVICES	0.00	13,985.41	0.00	0.00	-13,985.41	100.00%
50 - Abatements	0.00	13,985.41	0.00	0.00	-13,985.41	100.00%

Expense Summary Report
FUND: 1

Item 11.#

ACCOUNT	BUDGET ---- Y T D ----		CREDITS	PENDING ACTIVITY	UNEXPENDED BALANCE	% USED BALANCE
	NET	DEBITS				
125 - MSAD 61 ASSESSMNT & COUNTY TAX	8,487,830.00	5,217,490.00	0.00	0.00	3,270,340.00	61.47%
01 - MSAD 61 ASSESSMENT	7,848,816.00	4,578,476.00	0.00	0.00	3,270,340.00	58.33%
30 - SERVICES	7,848,816.00	4,578,476.00	0.00	0.00	3,270,340.00	58.33%
53 - Assessment/Overlay	7,848,816.00	4,578,476.00	0.00	0.00	3,270,340.00	58.33%
02 - CUMBLERLAND COUNTY TAXES	639,014.00	639,014.00	0.00	0.00	0.00	100.00%
30 - SERVICES	639,014.00	639,014.00	0.00	0.00	0.00	100.00%
53 - Assessment/Overlay	639,014.00	639,014.00	0.00	0.00	0.00	100.00%
Final Totals	14,473,513	8,316,062.55	3,511.17	43,265.61	6,117,696.01	57.73%

Revenue Summary Report

FUND: 1
ALL

ACCOUNT	BUDGET NET	YTD DEBITS	YTD CREDITS	PENDING ACTIVITY	UNCOLL BALANCE	COLLECTED BALANCE	% COLLECTED
100 - ADMINISTRATION	840,200.00	1,573.00	429,872.1	933.69	410,967.20	429,232.80	51.09%
01 - Administration	511,100.00	467.53	187,337.60	618.80	32,3611.10	187,488.90	36.68%
001 - Agent Fees-moses,VS, MV	25,000.00	78.00	13,671.25	608.80	10,797.95	14,202.05	56.81%
002 - Clerk Fees-liquor,mass gather	3,000.00	0.00	170.00	10.00	2,820.00	180.00	6.00%
003 - Copy/Fax Fees	1,000.00	0.00	1,576.50	0.00	0.00	1,576.50	157.65%
004 - Bank Interest	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.00%
005 - Insurance Reimbursement	2,000.00	323.06	593.66	0.00	1,729.40	270.60	13.53%
006 - Franchise Fees	32,000.00	0.00	0.00	0.00	32,000.00	0.00	0.00%
007 - FOAA Fees	0.00	0.00	3.60	0.00	0.00	3.60	100.00%
008 - Revenue Sharing	395,000.00	0.00	155,033.54	0.00	239,966.46	155,033.54	39.25%
009 - Weapon Permits	600.00	0.00	225.00	0.00	375.00	225.00	37.50%
010 - Surplus Property	0.00	0.00	7,500.00	0.00	7,500.00	7,500.00	100.00%
012 - Snowmobile Reimbursement	1,500.00	0.00	0.00	0.00	1,500.00	0.00	0.00%
013 - Other Reimbursement	1,000.00	0.00	7,292.39	0.00	0.00	7,292.39	729.24%
016 - Septic Easement	0.00	0.00	1,017.45	0.00	0.00	1,017.45	100.00%
017 - BW RFID Tags	0.00	0.00	120.00	0.00	0.00	120.00	100.00%
150 - Property Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
160 - Short/Cover Cash Rec.	0.00	66.47	134.21	0.00	0.00	67.74	100.00%
02 - Assessing	329,100.00	1,105.47	242,534.47	314.89	87,356.11	241,743.89	73.46%
100 - BETE Reimb.	65,000.00	0.00	0.00	0.00	65,000.00	0.00	0.00%
101 - Tax Bill Interest	25,000.00	712.12	13,858.83	180.97	11,672.32	13,327.68	53.31%
102 - Homestead reimb	170,000.00	0.00	146,404.86	0.00	23,595.14	146,404.86	86.12%
103 - Veterans Exempt	2,100.00	0.00	2,003.00	0.00	97.00	2,003.00	95.38%
104 - Tree Growth	58,000.00	0.00	70,189.86	0.00	0.00	70,189.86	121.02%
106 - Lien Fees	9,000.00	393.35	10,077.92	133.92	0.00	9,818.49	109.09%
101 - CODE ENFORCEMENT/PB/ZBA	88,700.00	0.00	35,423.02	1,089.10	52,187.88	36,512.12	41.16%
01 - Code Enforcement	85,900.00	0.00	35,173.02	1,089.10	49,637.88	36,262.12	42.21%
200 - Boat Excise	25,000.00	0.00	2,066.40	37.00	22,896.60	2,103.40	8.41%
201 - Mooring Fees	2,500.00	0.00	420.00	60.00	2,020.00	480.00	19.20%
202 - Building Permit Fees	45,000.00	0.00	23,632.12	829.60	20,538.28	24,461.72	54.36%
203 - Plumbing Admin Fees	2,400.00	0.00	2,205.00	50.00	145.00	2,255.00	93.96%
204 - Plumbing Permit Fees	11,000.00	0.00	6,849.50	112.50	4,038.00	6,962.00	63.29%
02 - Planning Board/Zoning Board	2,800.00	0.00	250.00	0.00	2,550.00	250.00	8.93%
240 - Planning Board Fees	2,500.00	0.00	250.00	0.00	2,250.00	250.00	10.00%
241 - Zoning Board Appeals Fees	300.00	0.00	0.00	0.00	300.00	0.00	0.00%
102 - PARKS & RECREATION	72,897.00	33.13	38,756.81	3,634.46	30,538.86	42,358.14	58.11%
01 - Recreation	30,370.00	33.13	23,003.29	1,015.54	6,384.30	23,985.70	78.98%
302 - Field Hockey	650.00	0.00	186.35	0.00	463.65	186.35	28.67%
303 - Soccer	2,100.00	0.00	3,146.80	0.00	0.00	3,146.80	149.85%
304 - Baseball	1,420.00	0.00	0.00	0.00	1,420.00	0.00	0.00%
305 - Basketball	3,000.00	0.00	2,248.72	30.00	721.20	2,278.80	75.96%
306 - Softball	500.00	0.00	0.00	0.00	500.00	0.00	0.00%
307 - Tball	500.00	0.00	0.00	0.00	500.00	0.00	0.00%
308 - Tennis	400.00	0.00	293.51	0.00	106.49	293.51	73.38%
309 - Senior Trips	3,500.00	33.13	5,770.08	0.00	0.00	5,736.95	163.91%
311 - Swims	3,300.00	0.00	1,776.36	55.78	1,467.86	1,832.14	55.52%
312 - X Country	0.00	0.00	23.29	0.00	0.00	23.29	100.00%
313 - Camp	10,000.00	0.00	6,419.30	0.00	3,580.70	6,419.30	64.19%
314 - Karate	5,000.00	0.00	3,138.88	780.92	1,080.20	3,919.80	78.40%
316 - Adult Programs	0.00	0.00	0.00	148.76	0.00	148.76	100.00%
02 - Parks & Beaches	11,000.00	0.00	0.00	0.00	11,000.00	0.00	0.00%
330 - State Park Reimb	11,000.00	0.00	0.00	0.00	11,000.00	0.00	0.00%
03 - Facilities-CCC, Access Bldgs	31,527.00	0.00	15,753.52	2,618.92	13,154.56	18,372.44	58.28%
351 - Rent-Postal Office	31,427.00	0.00	15,713.52	2,618.92	13,094.56	18,332.44	58.33%
352 - CCC fees	100.00	0.00	40.00	0.00	60.00	40.00	40.00%
103 - PUBLIC ASSISTANCE	32,750.00	0.00	0.00	3,888.83	28,861.17	3,888.83	11.87%
01 - General Assistance	32,750.00	0.00	0.00	3,888.83	28,861.17	3,888.83	11.87%
400 - GA Reimb	32,750.00	0.00	0.00	3,888.83	28,861.17	3,888.83	11.87%
104 - PUBLIC SAFETY	205,700.00	145.92	11,209.42	117.00	194,519.50	11,180.50	5.44%
01 - Fire Rescue Department	162,500.00	145.92	3,362.34	0.00	159,283.58	3,216.42	1.98%
503 - Rescue Fees	160,000.00	145.92	0.00	0.00	160,145.92	-145.92	-0.09%
504 - Fire Cost Recovery	2,500.00	0.00	3,362.34	0.00	0.00	3,362.34	134.49%
03 - Animal Control Officer	43,200.00	0.00	7,847.08	117.00	35,235.92	7,964.08	18.44%
550 - ACO Fees	600.00	0.00	185.00	52.00	363.00	237.00	39.50%
552 - Agent Fees	275.00	0.00	104.00	37.00	134.00	141.00	51.27%
553 - Late Fees	325.00	0.00	150.00	28.00	147.00	178.00	54.77%
554 - Shared Reimb f/other towns	42,000.00	0.00	7,408.08	0.00	34,591.92	7,408.08	17.64%
105 - PUBLIC WORKS/ROADS	983,350.00	881.73	540,162.04	20,334.34	423,735.35	559,614.65	56.91%
01 - Public Works/Roads	983,000.00	881.73	536,162.04	20,334.34	427,385.35	555,614.65	56.52%
600 - Motor Vehicle Excise	925,000.00	881.73	536,162.04	20,334.34	369,385.35	555,614.65	60.07%
601 - LRAP	58,000.00	0.00	0.00	0.00	58,000.00	0.00	0.00%
03 - Dams	350.00	0.00	4,000.00	0.00	0.00	4,000.00	1142.86%
650 - PLD	350.00	0.00	4,000.00	0.00	0.00	4,000.00	1142.86%

Final Totals **2,223,597.00** **2,633.78** **1,055,423.39** **29,997.42** **1,140,809.96** **1,082,787.04** **48.75%**

Draft FY27**Selectboard Budget/Finance Committee Joint Workshops Schedule**

All Workshops Start at 5:30pm at the Community Center

March 3, 2026-- Tuesday (Part of Regularly Scheduled Selectboard meeting)

- 1) Manager Overview/update

March 9, 2026-- Monday

- 1) Manager Update
- 2) Fire/Rescue & EMA
- 3) Public Works
- 4) Parks & Beaches
- 5) Cemeteries/ Committees
- 6) Dams

March 10, 2026-- Tuesday

- 1) Manager Update/follow-Up
- 2) Animal Control
- 3) Codes Enforcement
- 4) Planning
- 5) Planning Board/ZBA
- 6) Committees
- 7) Facilities
- 8) Recreation

March 16, 2026- Monday

- 1) Manager Update/follow-Up
- 2) Administration
- 3) Assessing
- 4) Legal
- 5) Contingency
- 6) Insurance
- 7) Utilities
- 8) General Assistance/Donations
- 9) Debt Service

March 23, 2025—Monday

- 1) Manager Update
- 2) Transfer Station/Bulky Waste
- 3) MSAD # 61 School Budget
- 4) Cumberland County Budget
- 5) Capital Reserves, Capital Improvement, & Capital items
- 6) Follow Up on any outstanding item/ Additional Meetings

Dates for Additional Meetings (if Necessary)

March 24-Tuesday, March 25-Wednesday, March 26-Thursday,

Monday March 30

Electric Charging Vehicle Installation Project

Prepared for: Town of Casco
635 Meadow Rd.
Casco, ME 04015

Prepared by: Energy Management Consultants, Inc.
55 Industrial Way
Portland, ME 04103





About Us

February 2022

The Lisbon School District selected EMC to complete a turn-key LED conversion for all of our facilities, inside and out. EMC didn't just replace old for new, they took the time to make sure each space had the right application. We would highly recommend EMC for your energy reduction needs.

*-Richard Green, Ed.D
Superintendent of Schools*

For nearly 30 years, Energy Management Consultants has been implementing successful energy reduction projects throughout New England. We are based out of Portland, ME and have EMC Project Managers, Engineering Support and Developers that reside in MA, ME & NH.

The EMC Objective...

The primary focus of our design-build turnkey upgrades is to allow our customers to continue to focus on their business at hand. Once we have

completed our assessment and obtained approval for our facility improvement recommendations, we handle every aspect of the project:

- 
Material Management: Ordering, receiving, storing, taking inventory & disposing of all project related waste.
- 
Incentives: As a preferred contractor by the utility, EMC is uniquely involved in all aspects of maximizing your utility incentives. We will handle all aspects of ensuring you receive every incentive dollar available to you!
- 
Project Management: Overseeing electrical subcontractors providing on time, on budget installation.
- 
Project Timeline: Setting start and completion dates to meet customer's needs.
- 
Project Tracking: Scheduling reviews and reporting project progress on a weekly basis.
- 
Problem Solving: Addressing and resolving any issues that may arise in a timely and efficient manner
- 
Follow Through: Completing final walkthroughs with utility personnel and client to ensure complete satisfaction of customer expectations

Energy Management Consultants, Inc.
55 Industrial Way
Portland, ME 04103

Phone: 207-767-1313
Fax: 207-767-1513
Website: www.emcinc-online.com





COST SUMMARY

- **Electric Vehicle Charger Specifications- Community Center**
 - (1) 40amp Level 2 Autel EV Charger- 7.7 kW
 - (1) Wall Mount with Holster
 - RED-E Software- Included
 - Labor to install wall mounted charger and to commission the unit.
Unit will be installed using same footprint as unit getting replaced.
- **Total Cost for (1) Level 2 40amp Charger, software and labor as described above is: \$2,674.67**

- **Electric Vehicle Charger Specifications- 20 Brown Ave- Casco Fire**
 - (1) 32amp Level 2 Autel EV Charger
 - (1) Wall Mount with Holster
 - RED-E Software- Included
 - Labor to install wall mounted charger and to commission the unit.
Unit will be installed using same footprint as unit getting replaced.
- **Total Cost for (1) Level 2 32amp Charger, software and labor as described above is: \$2,674.67**



Eric McCue
Operations Manager
EVSE Specialist
Project Developer
Energy Management
Consultants 55 Industrial Way
Portland, ME 04103
E: emccue@emcinc-online.com
C: 207-939-9225





Agreements

In consideration of the mutual covenants set forth in this Agreement, Customer and Company hereby agree as follows:

- 1. Development of Project or Services.** Customer agrees to engage Company to develop the Project as described above*.
- 2. Delivery of Project or Services.** Company will use reasonable diligence in the development of the project and endeavor to deliver to Customer an operational project no later than, TBD. Customer acknowledges, however, that this delivery deadline is an estimate and not a required delivery date.
- 3. Ownership Rights.** Company shall hold all right, title, and interest in and to all copyrights, patents, trade secrets, and other intellectual or industrial property rights in the project or any component or characteristic thereof which are proprietary to the Company. Customer shall not do anything that may infringe upon or in any way undermine Company’s right, title, and interest in the project, as described in this paragraph. Notwithstanding the above, Customer shall retain all of its intellectual property rights in any components it owns and transmits to Company for use in the project.
- 4. Compensation.** For all of Company’s services under this Agreement, Customer shall compensate the Company, in cash, the amount specified in the total above. In the event Customer fails to make any of the payments referenced by the deadline set forth as invoiced, Company has the right, but is not obligated, to pursue any or all of the following remedies: (1) terminate the Agreement, (2) remove the project from public access, (3) bring legal action.
- 5. Limited Warranty and Limitation on Damages.** Developers warrant the project will conform to the Specifications. If the project does not conform to the Specifications, the Company shall be responsible to correct the project without unreasonable delay, at the Company’s sole expense and without charge to Customer, to bring the project into conformance with the Specifications. This warranty shall be the exclusive warranty available to the Customer. Customer waives any other warranty, express or implied. Customer acknowledges that the Company does not warrant that the project will work on all platforms. Customer acknowledges that the Company is not responsible for the results obtained by the Customer. Customer waives any claim for damages, direct or indirect, and agrees that its sole and exclusive remedy for damages (either in contract or tort) is the return of the consideration paid to the Company.
- 6. Binding Effect.** This Agreement shall be binding upon and inure to the benefit of Customer and the Company and their respective successors and assigns, provided that the Company may not assign any of its obligations under this Agreement without prior written consent of Customer.

Acceptance of Agreement: 2 EV Chargers and all associated labor/site work. \$5,349.34

The above prices, specifications and conditions are hereby accepted. The Company is authorized to execute the project as outlined in this Agreement. Payment will be made as proposed above.

Town of Casco

Energy Management Consultants, Inc.

By: _____

By: _____

Title: _____

Title: _____

Date signed: _____

Date signed: _____

