



Administrative Assistant to the Select Board

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Report for Meeting of June 28, 2022

Happy Summer!

Happy End of FY 2021/22

Happy we don't live on Route 3 and have to deal with the traffic that often!

A reminder, you are meeting on Tuesday evening at 6PM. No meeting on Thursday the 30th! And, the meeting will be split between here and Trenton, so we'll have to fly right along on the business at hand, or risk reconvening until we finish up with Trenton.

It's been very busy at the town office, or at least it was on the 21st. I was helping with the annual required hose testing with the fire department, leaving Jennifer to fend for herself for the day, and there were some challenges. We sent out the 30-day lien notices and that prompted a lot of phone calls and a few complaints (not always nice, either). I am writing this on the 22nd.

Executive Session – We'll start at 6PM with an employee review/contract talk with Mike Hodgkins. I don't expect that will take all that long! He's prepared.

Minutes – June 9, 2022 – Please review the minutes. If you have written corrections, that's easiest for me to process.

Warrant 29 – It's my intention to have the warrant ready for your signature tomorrow (the 23rd of June). Some bills are due prior to your meeting and should be paid. I'll let you know when the warrant is ready to sign, and you'll be able to pick up your packets.

Warrant 30 – This will have the final payroll for the fiscal year and some other straggling bills that come in between Thursday the 23rd and Tuesday morning. The school department's first warrant of FY 22-23 will likely be sent soon (I hope), so hopefully this might be on there. This will be updated periodically on the website and printed the day of the meeting.

Cash & Budget Reports – These will also be printed for Thursday the 23rd and in your packets and again on the 28th. After a quick look, things are in very good shape with just 8-days left in the fiscal year.

Audit Management Letter – Jim Wadman's Office has provided the letter to engage them to do the audit. The chair should sign this. I'll copy it for your reading pleasure!

Projected Property Tax Rate – If all goes well at the town meeting (tonight), I should have a projection on the property tax rate for 22/23. My educated guess is that it will not change from the current fiscal year.

Contracts – I have the contract to sign from the transfer station manager. The facilities maintenance manager contract in your packet is the current contract – we've not discussed price. I'm not sure what you have in mind for any hourly rate adjustment.

Appointments – On the back of the agenda is the list of appointees. Bring your pens!

Honor Grads – It slipped my mind prior to the actual graduations, but you get to sign certificates commending the honor grads annually. I have called the three schools that have potential honor grads. As of this writing, only John Bapst has responded. I'm not sure that we had any in Ellsworth. MDI said they would e-mail a list.

Lamoine Quarterly – This is going to be a “rush” job following the conclusion of the school budget meeting. I'll have something drafted but probably not done for the meeting.

Meeting with Trenton – The two topics of discussion are the [reciprocal agreement](#) that each town could provide emergency services if needed, and animal control. I have a call in to the regional Animal Welfare Agent for our area to discuss options. So far we've not connected. Both of our towns need an ACO soon.

We should leave for Trenton by 6:45 PM. Their meeting starts at 7PM, and we're up top on their agenda. If we don't get everything done in a half hour, we'll have to recess and reconvene here to finish up. We can probably car pool to Trenton.

See you on Tuesday the 28th!

stu