



## Administrative Assistant to the Select Board

Stu Marckoon  
606 Douglas Hwy  
Lamoine, ME 04605  
(207) 667-2242

[town@lamoine-me.gov](mailto:town@lamoine-me.gov)

### Report for Meeting of April 24, 2023

As I look outside my plush corner office window this Thursday morning, it's just a gorgeous spring day, temperatures expected in the 60s. At some point I'll have to do some park inspections today I think! (Actually, I plan to go to Lamoine Beach and transport some trash that the school picked up yesterday).

The fire danger is rated as high today, has been all week. We have stopped issuing burn permits at the town office. The fire department responded to a wildfire Sunday night – a person burning without a permit found out how quickly some poor decisions and the warm, windy weather can bring things out of control.

Remember, your meetings are now on Mondays through June. There will be a lag of a few days from the normal meeting date. It'll be a learning curve. I'll try to send a reminder e-mail on Monday the 24<sup>th</sup> that you have a meeting!

One of my major tasks is to get the ARPA report done, which is due on April 30<sup>th</sup>. While it's easy to figure out what we've received and what's spent, navigating the federal reporting system is a nightmare. I have made progress and am optimistic it'll be successful.

**Minutes – April 6, 2023** – Please review the minutes for any errors. I do appreciate the written corrections.

**Expenditure Warrant 23** – I don't know of any huge, unusual expenditures coming up. The school warrants should be here shortly. There is the April plowing bill. I will transfer the school warrants on their due date which is on the 21<sup>st</sup>, and payroll will be done on the 17<sup>th</sup>. The warrant is posted on the website and periodically updated.

**Cash & Budget Reports** – This will be printed on meeting day and updated periodically on the website.

**Fire Department – Floor Surfacing** - The estimate to resurface the floor at the fire station is included in your packet. There is some money encumbered for projects that have not been done (\$5,500.00). The fire department would contribute some toward this project. The town meeting warrant for the school budget could include an allocation from fund balance of \$21,500 to pay for the rest of it.

**Ceiling Repairs** – There is also an estimate to repair the ceiling that has been damaged by water from a winter roof leak caused by ice. We could also include an article on the town meeting warrant to allocate money from the emergency repair fund to cover that. The estimate is in your packet.

**New Fire Truck** – I am in hopes Chief Smith will attend the meeting and have an updated estimate on when the new truck will arrive.

**Paving RFP** – I plan to work on an RFP for paving in the next few days. It'll be for Marlboro Beach Rd., Maxwell Ave., Lorimer Rd., and Needles Eye Road.

**Returnables Requests** – We have two applications. Interestingly, the last month allocated was January, so February and March (we've not received the funds yet) would be the next two available months. The 2<sup>nd</sup> request is a new one – the Skills USA team from the school is raising funds for their competition in Atlanta, which is in June. There's an article in the Ellsworth American this week. You might wish to consider allocating March & April for this, since there are no pending applications.

**School** – I have printed the school budget documents for your packet. The Budget Committee meets before your meeting on the 24<sup>th</sup> to consider the school budget. The school department and I have agreed on Wednesday, May 24<sup>th</sup> for the special town meeting. We can have a town meeting warrant ready to sign for your May 8 meeting.

Our offices will be sending out a bid for heating fuel with proposals due by May 8, 2023 I believe. Just waiting for a usage estimate from the schools. My plan for town usage is to cut it by 50% thanks to the heat pumps.

Just before your meeting, the school and fire department will be meeting on the sprinkler project. The school has signed an agreement for installation of the sprinkler. The meeting will be to figure out who is doing what.

**Follow Up Response** – I have drafted a letter to Mr. Towne from you in regard to his request from the last meeting. It's in your packet.

**Ongoing – Solar** – I spoke with Tina Meserve of Revision Energy who is coming up on the 19<sup>th</sup> to look over our facilities for a formal engineering plan. That's the next step in the project.

**Heat Pumps** – Dave's World is planning to install the heat pumps at the town hall and fire station in May, and at the school after dismissal in June.

**Land Purchase** – I spoke with Dan Pileggi and he's been in touch with the listing realtor. An e-mail from him is in your packet.

**Facilities & Infrastructure** – The committee has not met since last meeting.

**Committee on Aging** – That committee meets on the 14<sup>th</sup>. If I have minutes from that, they'll be posted and in your packet.

**Regional Animal Control** – The new animal control officer paid a visit today. Seems to be very on the ball and a nice person to deal with. He should be up and running, perhaps by meeting night!

Future Projections – Comprehensive Plan – The goals discussion last meeting identified this as one of your projects. I believe Kathleen offered to do an update on where things stand in relation to the Comprehensive Plan.

**Personnel Reviews** – Annually, you sit down with your contracted employees for a brief review and discussion about pay rate and any issues that need to be resolved. When would you like to do that this year?

A reminder the office will be closed on Monday the 17<sup>th</sup> for Patriot's Day. I'll be in, though, to do payroll and take care of anything else that needs taking care of while it's quiet. On the 18<sup>th</sup>, I'll be in early, but visiting the Sorrento Town Office to assist their treasurer with showing how we do things in our office. I will head from there to umpire a baseball game in Hampden (they start early as it's school vacation week.) I will also be out Friday afternoon for the same reason, but the game is in Ellsworth.

The rest of the baseball season has games typically starting around 4PM, so the time leaving the office is significantly reduced.

**See you MONDAY!!!!**