



Administrative Assistant to the Select Board

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Report for Meeting of April 6, 2023

Happy Spring! It actually kinda feels like spring as I write this on March 22nd. It's more than two weeks until your meeting, but starting the 24th I am out of the office until April 3rd, and will be out of town soaking up even warmer sun next week, so I'm trying to work ahead.

After getting town meeting over and the town report issued, it's actually felt a little slow and less stressful this past week. My biggest goal now is to get the Lamoine Quarterly nearly finished and to you electronically for editing before I depart.

Your agenda is relatively light at this time. I suspect there will be some things for the addendum when I return.

Minutes – March 6, 2023 – Please review them. E-mailed or written corrections are easiest for me.

Expenditure Warrant 21 – This is the one you signed between meetings so that we can pay the bills that are due. As mentioned by e-mail, the Dave's World bill for heat pumps is on here for the first half of the project. The school warrants make up the rest of the heft of the warrant, and semi-annual payroll is also here.

Expenditure Warrant 22 – I will not be making this warrant until after I return. Town payroll and school warrants will be on this warrant, as will, I suspect, the many other bills that filter into the office. I will post the warrant on the website once I get things squared away.

Cash & Budget Reports – This will be updated on the website when I return.

Quarterly Excise Tax Report – This will be updated and posted on the website and printed for meeting night after I return, as March will end the Friday before your meeting.

Checking Account Reconciliation – This will be e-mailed to you once it's completed. I anticipate that will be either April 4th or 5th, depending on how much catching up I need to do.

Solar Project Decisions – The board needs to make a couple of decisions in order to move forward with projects at the salt/sand shed and the school. The school committee is in favor of a project on their building. An e-mail from Larissa explains and it's in your packet.

Assessor RFP – The deadline for submission was the end of March. As of this writing, one proposal has been received. The current Board of Assessors will review proposals and possibly make a recommendation on how to proceed.

Road Projects – I've begun my annual list of road work that needs to be done. A separate memo is in your packet.

Heat Pumps – There may be some work going on while I'm gone, but I'm not sure. We're sending the down payment check Friday, and I won't be around for the next week. I will touch base with Dave's World to see if there's an update, then alert Jennifer and Skip if they plan to do anything with either the fire department or town hall.

Sprinkler – If there is an update on this project, I'll let you know at the meeting.

Facilities & Infrastructure – I've put their minutes in your packet.

Committee on Aging – That committee's minutes are also in your packet.

Board Goals – This item was deferred last meeting so everyone could be present. Bring your ideas!

That's the agenda – I will try not to get too sunburned!

stu