



## Administrative Assistant to the Select Board

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### Report for Meeting of May 22, 2023

Dare I say that spring is actually here? Today (May 11, 2023) is hose testing day for the fire department and it's beautiful! I plan to put up the utility pole flags on Saturday, and the weather looks perfect then too! The fire danger is up, so we've stopped issuing burn permits until further notice.

There's a lot going on here, and I hope it's all under control. If you haven't ventured into the town hall restroom, the new sink is installed and looks great! We don't have heat pumps yet (as of this writing). There are electrical issues that need to be addressed. I hope that's resolved quickly. The new steps for the town hall have been ordered.

Your meeting will start with two more employee reviews at 6:30 PM (Code Enforcement & Facilities Maintenance Director). The agenda is relatively light as you have the [special town meeting](#) on Wednesday.

**[Minutes](#)** – Please look over the minutes and get written corrections to me.

**[Expenditure Warrant 25](#)** – The 2<sup>nd</sup> payment to Charter for broadband expansion is on here. Charter also sent a list of new services installed – it's a lot! Perhaps our franchise fee will be a bit fatter, too! I've requested the 2<sup>nd</sup> half check from Hancock County and that should be here next week. I will update the warrant periodically on the website.

**[Cash & Budget Reports](#)** – with the Versant registrations, our excise tax is doing better than expected. We also had a nice infusion of interest income from our investment accounts in April, putting us over for the year. Expenses are about where they should be.

**Transfer to Hodgkins Fund** – The Lamoine 150! Celebration sold (among other things), ball caps with the stipulation that a portion would go toward the Lamoine Little Children's Playground at Lamoine Beach. Cynthia Donaldson has been monitoring things and the proceeds from the hat sales is \$2,313.00. The playground project has been completed with funding from the Hodgkins Fund (several years ago). We should move \$2,313.00 from the Lamoine 150! to the Hodgkins Fund. There is about \$13,800 in the Lamoine 150! Fund, and the transfer would leave \$11,487 or so. You would need to approve the transfer.

**Snow Plowing Contract** – The new contract is drafted, and ready for signatures.

**[Heating Fuel Bids](#)** – The bids for oil and propane are due by 4PM of meeting day. This should be interesting.

**Computer Security Upgrades** – Bob Lachance, a member of our Tech Committee, has been working for the past several months on a plan to better network and secure the desktop computers in the town hall as recommended by Maine Municipal Risk Management. He's concluded this is going to take many hours to do, as well as to

upgrade the operating systems on each unit to Windows10Pro (our machines are not able to run Windows11). I am expecting a proposal from him to put time into making it so each operator has a log in and varying permissions to access our various programs.

**Memorial Day** – Thanks to all who are a part of the planning! Let's nail down what the plan is, as the ceremony will be a week from meeting day!

**Heat Pumps** – We've hit a bit of a snafu in the heat pump install. The electrical service entrance at the town hall is not big enough to handle the heat pumps, so Dave's World will install a second 100amp entrance and circuit breaker box. I'm waiting for the estimate. At the fire station, they'll also have to install a circuit breaker box so that when the power goes out, the heat pumps are not operated by the generator (which is not big enough to run them). They're also looking to see what's needed at the school. I will let you know the latest. I do not expect the cost to bring the net cost of the project beyond the grant amount!

**Land Purchase** – Pending the town meeting vote, things have fallen into place to make this happen. The realtor has taken it off the market, I signed the disclosure statements for both the home and mobile home on the property, and the down payment and purchase and sales agreement have been executed.

**Solar Project** – Nothing new to report, but Larissa was in touch with the community resilience grant folks and they may want to visit when the solar panels are installed.

**Aging Committee** – They meet the day after I'm writing this. I'm sure Jo will have something to report.

**Comp Plan Review** – I do not expect anything for this meeting, but it's exciting to hear that Kathleen plans to have something in the next few weeks as a "progress report" so to speak.

**Vacation Days** – I would like to take June 21<sup>st</sup> through June 23<sup>rd</sup> off (baby sitting in Saco, twist my arm!), as well as September 21<sup>st</sup> and 22<sup>nd</sup> (traveling to Baltimore to watch a couple of Red Sox/Oriole baseball games and visit with Jon & Karen Morren, and perhaps take a quick tour of our nation's capital, which is on my bucket list!

**Transfer Station Interviews** – We already have one applicant for the transfer station position and I will invite him to be interviewed. If we get more, I will invite them as well.

That's it for the agenda. See you on Monday the 22<sup>nd</sup>!