



Administrative Assistant to the Select Board

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Report for Meeting of September 7, 2023

Summer sure flew by quickly! I'm writing this on August 30th in between folks coming in to pay their property taxes (cash flow continues to be very good!). We're staring Labor Day Weekend in the eyes, and the 3-day weekend will be most welcome. The weather is supposed to be perfect as well.

It's been quite busy at the town office with property taxes due and just a lot of stuff going on around town. Volleyball season has started, so you may not find me in the office many later afternoons as matches generally begin around 4PM, and depending on where they send me to ref, I've got to hit the road early. Friday, I'm headed to Lee Academy (about the longest trip on the schedule thus far).

Your agenda seems a bit on the light side – hopefully!

[Minutes – August 21, 2023](#) – Please look them over and submit written corrections if possible. E-mailed corrections are most appreciated!

[Expenditure warrant 7](#) – Thank you to those who were able to get in to sign the warrant. Most of it was a transfer out of checking into the investment management account. Later today we'll be preparing a cash flow report for our investment management folks so that they can maximize our interest earnings (last month wasn't pretty!).

[Expenditure warrant 8](#) – Payroll will be on here along with the monthly reports to the State of Maine along with any other bills that might come in. School warrants should also be on here – not sure how much they'll be. This will be periodically posted and updated on the website.

Cash & Budget Reports – The **[FY 22/23](#)** report should be the final report for the fiscal year as we'll start closing funds out in anticipation of the annual audit. The **[FY 23/24](#)** report will be periodically updated on the website and printed meeting night

[Checking Account Reconciliation](#) – I will e-mail the reconciliation prior to the meeting. It'll probably be on Tuesday.

Cash Flow Report – Our investment company has asked for a cash flow report to better gauge how they handle our funds. I stuck a copy in the packet for your review as well.

Paving Schedule – B&B Paving says it'll be late September or early October for paving as they plan to combine jobs in Lamoine with paving on Mt. Desert Island.

Mill Road – Beaver Issue – A cross culvert on Mill Road was clogged up and an observant citizen alerted us. I had Perry Fowler unclog it prior to today's rain, because it could be a big issue. Perry said he observed beavers by the pond that was created. I have placed a call to IF&W Biologists in Jonesboro to figure out how to proceed.

Buttermilk Road Culvert – A resident is redoing their driveway and concerned about the culvert that was installed 1995 and asked about the town replacing it. I've prepared a memo for your packet suggesting we pay for a new culvert and the driveway repair crew could install it.

Pole Permit – Mill Road – Versant has requested a permit to place two poles on Mill Road near the new home Steve Fellis is building.

Map 3 Lot 2 Survey – Herrick & Salsbury will be happy to do a survey. I've put an e-mail exchange between Steve and me in your packet – if we create 3 lots out of one, it's a subdivision.

Complaints – Enclosed in your packet is a couple of reports on a situation on Needles Eye Road that probably should be referred to one or two state agencies.

Rebecca is also working with Dan Pileggi on the matter on Douglas Highway that has been discussed in previous meetings. I should have some sort of update from her this week.

Returnables – Loaves & Fishes, which serves as our food pantry but is located in Ellsworth has filled out a returnables request. This is a first time. You wished to review the program in the future. I've put the policy in your packet as well.

Vacations – Jennifer plans to take the week of October 16-20 off. I am off September 28 and 29. As we no longer have a fill-in assistant tax collector, there may be some times during Jenn's time off that the office will be closed.

Solar Arrays – as of this writing there is nothing new from Revision Energy. I will update you when we hear anything on the Versant interconnectivity.

Cisterns – At last word the contractor was waiting for the cisterns from American Concrete. Meanwhile, school has started!

Fire Department – The floor is done and the interior partially painted. The department should be able to start moving apparatus back in tonight.

Comprehensive Plan Implementation – This is on as a place holder for now.

Recreation Committee – The committee settled on a software package for registration which was purchased on line last week (on Warrant 7). It'll be interesting to see how the soccer program goes.

That's all for now. We'll see you on the 7th.

stu