



Town of Chebeague Island

To: Robert Earnest, Chair of the Select Board

From: Viktoria G. Wood, Town Administrator

Date: February 2, 2024

Storm Damage Update- FEMA, MEMA and EMA were on the island on Friday, January 26th. Bob Earnest, Ralph Munroe and I drove around the island with them. Following their visit, I submitted the folder with all the information related to all the locations. Since then, I have had a couple follow up emails. At this point we wait to find out whether Cumberland County made the threshold for the storm damages.

Renovation Update- Friday, February 2nd is expected to be the last day that the contractors are in the office. The space looks great, and the work went without any big issues. As far as the cost, numbers were a little higher than originally provided but the project still fell within budget. The office will be without the new desks for a few weeks so we will not be fully set up back in place but will still have workable space and room to expend. The Ross room will begin to be cleared out Monday, February 5th.

Audit Update- The last of what was asked from the town was sent. I was told that we will have a draft soon. The audit should be available by the next meeting.

IWorQ software- I have been sitting in on weekly calls with the company and Tammy, the town CEO. We are providing them with any information they need to create the site suited around the town needs. The hope is to have this up and running before CEO gets busier with summer business. The board made a vote to pay for this out of the "code enforcement budget" but I need something more specific to know where this will be paid out of. Is this expense to be expected to come out of the wages line?



Experienced people. Exceptional service.

Town of Chebeague Island
 For Period Ending: December 31, 2023
 Date Prepared: January 1, 2024

Project/Fund Name	Balance	Deposits	Withdrawals	Total	Interest	Ending Balance
Interest Rate:					1.75%	
Interest Posted:					\$2,684.34	
Dredging	\$ 130,191.24			\$ 130,191.24	\$ 193.71	\$ 130,384.95
Stone Wharf	\$ 362,535.39			\$ 362,535.39	\$ 539.40	\$ 363,074.79
Floats and Ramps	\$ 33,224.46			\$ 33,224.46	\$ 49.43	\$ 33,273.89
New Town Office	\$ 44,922.72		\$ 735.00	\$ 44,187.72	\$ 65.75	\$ 44,253.46
Barge Ramps	\$ 30,701.06			\$ 30,701.06	\$ 45.67	\$ 30,746.73
Fire Truck	\$ 146,744.51			\$ 146,744.51	\$ 218.34	\$ 146,962.85
Building Facilities	\$ 46,329.20			\$ 46,329.20	\$ 68.93	\$ 46,398.13
Vehicles	\$ 13,483.12			\$ 13,483.12	\$ 20.06	\$ 13,503.18
Grant Matching Funds	\$ 48,471.74			\$ 48,471.74	\$ 72.12	\$ 48,543.86
Revaluation	\$ 76,580.50			\$ 76,580.50	\$ 113.94	\$ 76,694.44
Paving	\$ 63,249.77			\$ 63,249.77	\$ 94.11	\$ 63,343.88
Public Works Equipment	\$ 6,614.42			\$ 6,614.42	\$ 9.84	\$ 6,624.26
Easements & Drainage	\$ 83,474.49			\$ 83,474.49	\$ 124.20	\$ 83,598.69
Rescue Vehicles & Equipment	\$ 98.80			\$ 98.80	\$ 0.15	\$ 98.95
Fire Pond	\$ 4,919.57			\$ 4,919.57	\$ 7.32	\$ 4,926.89
Harbor Master Vessel & Equip.	\$ 6,638.96			\$ 6,638.96	\$ 9.88	\$ 6,648.84
Recycling Compactor	\$ 2,031.54			\$ 2,031.54	\$ 3.02	\$ 2,034.56
Coastal Access Fund	\$ 16,544.65			\$ 16,544.65	\$ 24.62	\$ 16,569.27
School Capital Reserve	\$ 65,900.02			\$ 65,900.02	\$ 98.05	\$ 65,998.07
School special Education Reserve	\$ 144,179.09			\$ 144,179.09	\$ 214.52	\$ 144,393.61
School Tuition Reserve	\$ 84,356.92			\$ 84,356.92	\$ 125.51	\$ 84,482.43
School Transportation Reserve	\$ 50,887.41			\$ 50,887.41	\$ 75.70	\$ 50,963.11
Cemetery Perpetual Care	\$ 95,174.39			\$ 95,174.39	\$ 141.61	\$ 95,316.00
Cousins Island Parking Escrow Fund	\$ 24,357.70			\$ 24,357.70	\$ 36.24	\$ 24,393.95
Cemetery Capital Reserve	\$ 6,876.13			\$ 6,876.13	\$ 10.23	\$ 6,886.37
Land Acquisition & Development	\$ 23,133.95			\$ 23,133.95	\$ 34.42	\$ 23,168.37
School Playground	\$ 7,383.67			\$ 7,383.67	\$ 10.99	\$ 7,394.66
Indian Point Retaining Wall	\$ 57,235.99			\$ 57,235.99	\$ 85.16	\$ 57,321.15
Broadband Reserve	\$ 49,662.47			\$ 49,662.47	\$ 73.89	\$ 49,736.36
Solar Array Purchase	\$ 78,990.03			\$ 78,990.03	\$ 117.53	\$ 79,107.55
	\$ 1,804,893.91	\$ -	\$ 735.00	\$ 1,804,158.91	\$ 2,684.34	\$ 1,806,843.25

Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
1300 Admn/Select					
R E V E N U E S					
302 AGENT FEE	5,000.00	329.00	2,624.00	2,376.00	52.48
303 EXCISE TAX	119,000.00	11,291.10	66,437.58	52,562.42	55.83
304 BOAT EXCISE	8,000.00	152.50	1,950.00	6,050.00	24.38
305 INT & PEN	4,500.00	815.66	8,764.71	-4,264.71	194.77
307 LIEN COST	0.00	242.76	242.76	-242.76	0.00
308 ABATEMENTS	0.00	0.00	-23,541.04	23,541.04	0.00
311 HUNT&FISH	0.00	0.00	6.00	-6.00	0.00
312 MARRIAGE LIC	0.00	0.00	36.00	-36.00	0.00
315 CLERK LIC	0.00	6.00	20.00	-20.00	0.00
316 SHELLFSH LIC	1,500.00	0.00	620.00	880.00	41.33
325 SUPP TAX	0.00	0.00	335.70	-335.70	0.00
326 TAX COMMIT	3,225,695.00	0.00	3,264,893.67	-39,198.67	101.22
327 HOMEST REIMB	0.00	0.00	32,694.00	-32,694.00	0.00
328 VETERAN EXEM	0.00	0.00	50.00	-50.00	0.00
330 TREE GROWTH	0.00	0.00	1,071.27	-1,071.27	0.00
331 REV SHARING	36,731.00	6,069.67	20,654.09	16,076.91	56.23
332 BETE REIMB	0.00	0.00	0.00	0.00	0.00
351 POLICE FINES	0.00	49.40	1,336.40	-1,336.40	0.00
364 GROWTH PERM	0.00	0.00	100.00	-100.00	0.00
365 BD APPEALS	0.00	100.00	350.00	-350.00	0.00
366 BLDG PERMITS	15,000.00	1,880.00	11,153.70	3,846.30	74.36
367 ELEC PERMITS	1,500.00	439.84	2,491.89	-991.89	166.13
368 PLUMB PRMITS	2,500.00	562.50	1,745.00	755.00	69.80
369 OTHER PERMIT	500.00	0.00	0.00	500.00	0.00
378 EDUC-AID	73,343.00	0.00	83,164.71	-9,821.71	113.39
379 INT INCOME	0.00	0.00	11,607.92	-11,607.92	0.00
390 MISC REVENUE	0.00	0.00	46.85	-46.85	0.00
395 UF TRANSFER	200,000.00	0.00	0.00	200,000.00	0.00
401 DOG REVENUE	0.00	48.00	81.00	-81.00	0.00
403 MOORING FEES	7,200.00	0.00	4,960.00	2,240.00	68.89
411 DOT REV URIP	14,880.00	17,160.00	17,160.00	-2,280.00	115.32
418 CI S/WASTE	26,000.00	1,927.10	15,503.60	10,496.40	59.63
500 RENT MOORING	500.00	0.00	1,050.00	-550.00	210.00
501 ST/WHF PMT	8,600.00	0.00	1,308.00	7,292.00	15.21
502 TRANS TIEFEE	2,000.00	0.00	3,175.58	-1,175.58	158.78
511 CTC ESC BLOT	0.00	0.00	0.00	0.00	0.00
512 Copy Fee Rev	0.00	15.00	223.40	-223.40	0.00
Revenue Total	3,752,449.00	41,088.53	3,532,316.79	220,132.21	94.13
E X P E N S E S					
1000 Wages - F/T	167,523.00	20,597.63	96,093.40	71,429.60	57.36
1010 Wages - P/T	29,960.00	646.16	8,422.36	21,537.64	28.11
1110 Elected Off.	6,000.00	0.00	2,400.00	3,600.00	40.00
1300 Bank Fees	300.00	0.00	95.49	204.51	31.83
2010 Gasoline	1,000.00	0.00	300.95	699.05	30.10
2030 Telephone	3,200.00	244.88	1,712.60	1,487.40	53.52
2040 Internet	0.00	0.00	0.00	0.00	0.00
2041 Technology	31,236.00	42.40	24,588.91	6,647.09	78.72
3010 Advertising	900.00	0.00	110.00	790.00	12.22
3140 Member Dues	3,700.00	0.00	924.64	2,775.36	24.99
3160 Misc. Exp.	450.00	0.00	0.00	450.00	0.00
3202 Janitorial	250.00	977.44	977.44	-727.44	390.98
3210 Postage	2,000.00	217.95	1,419.95	580.05	71.00
3220 Printing	1,800.00	287.26	999.41	800.59	55.52
3250 Reg of Deeds	500.00	0.00	0.00	500.00	0.00

Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
1300 Admn/Select CONT'D					
3300 Office Supp.	4,000.00	2,625.08	2,675.69	1,324.31	66.89
3335 Travel	3,000.00	63.60	2,403.80	596.20	80.13
3405 Hall Rental	4,000.00	0.00	2,000.00	2,000.00	50.00
4000 Bldg Maint	500.00	0.00	306.25	193.75	61.25
4010 Equip Rental	1,000.00	0.00	360.72	639.28	36.07
5000 Contr. Svcs	5,000.00	340.47	1,718.34	3,281.66	34.37
5010 Auditing	17,250.00	0.00	17,800.00	-550.00	103.19
5240 Training	1,500.00	0.00	0.00	1,500.00	0.00
Expense Total	285,069.00	26,042.87	165,309.95	119,759.05	57.99
Net Profit / (Loss)	3,467,380.00	15,045.66	3,367,006.84	(100,373.16)	
1400 Assessor					
E X P E N S E S					
3250 Reg of Deeds	250.00	0.00	69.00	181.00	27.60
3390 Assess Maps	1,800.00	0.00	0.00	1,800.00	0.00
5000 Contr. Svcs	12,600.00	-1,040.00	5,200.00	7,400.00	41.27
Expense Total	14,650.00	-1,040.00	5,269.00	9,381.00	35.97
Net Profit / (Loss)	(14,650.00)	1,040.00	(5,269.00)	9,381.00	
1650 Elect/Bd Reg					
E X P E N S E S					
1010 Wages - P/T	1,000.00	0.00	441.00	559.00	44.10
Expense Total	1,000.00	0.00	441.00	559.00	44.10
Net Profit / (Loss)	(1,000.00)	0.00	(441.00)	559.00	
1700 Planning					
E X P E N S E S					
1070 G.I.S.	0.00	0.00	550.00	-550.00	0.00
3010 Advertising	200.00	0.00	0.00	200.00	0.00
3210 Postage	100.00	0.00	0.00	100.00	0.00
3240 Publications	50.00	0.00	0.00	50.00	0.00
5090 Cont. Serv.	3,000.00	0.00	0.00	3,000.00	0.00
5240 Training	175.00	0.00	0.00	175.00	0.00
Expense Total	3,525.00	0.00	550.00	2,975.00	15.60
Net Profit / (Loss)	(3,525.00)	0.00	(550.00)	2,975.00	
1900 Legal Svcs					
E X P E N S E S					
5540 Gen. Admin.	23,000.00	731.25	5,461.50	17,538.50	23.75
Expense Total	23,000.00	731.25	5,461.50	17,538.50	23.75
Net Profit / (Loss)	(23,000.00)	(731.25)	(5,461.50)	17,538.50	
2100 Law Enf Svcs					
E X P E N S E S					
1010 Wages - P/T	8,653.00	540.80	3,775.78	4,877.22	43.64
2010 Gasoline	1,400.00	0.00	787.72	612.28	56.27
3335 Travel	1,300.00	0.00	945.70	354.30	72.75
5000 Contr. Svcs	45,382.00	0.00	44,166.53	1,215.47	97.32

Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
Expense Total	56,735.00	540.80	49,675.73	7,059.27	87.56
Net Profit / (Loss)	(56,735.00)	(540.80)	(49,675.73)	7,059.27	

2200 Fire Rescue

E X P E N S E S

1010 Wages - P/T	74,028.00	29,524.09	40,914.64	33,113.36	55.27
2000 Electricity	3,000.00	0.00	155.43	2,844.57	5.18
2010 Gasoline	750.00	0.00	179.75	570.25	23.97
2020 Heating Fuel	5,500.00	0.00	2,464.92	3,035.08	44.82
2030 Telephone	2,100.00	185.16	1,114.52	985.48	53.07
2041 Technology	2,500.00	0.00	1,844.69	655.31	73.79
2080 Diesel	550.00	0.00	150.90	399.10	27.44
3040 Equip Maint	15,000.00	0.00	15,270.72	-270.72	101.80
3140 Member Dues	1,300.00	0.00	0.00	1,300.00	0.00
3200 F/R Supplies	5,500.00	0.00	6,555.04	-1,055.04	119.18
3202 Janitorial	65.00	0.00	0.00	65.00	0.00
3300 Office Supp.	0.00	0.00	185.67	-185.67	0.00
3335 Travel	2,000.00	3,187.16	3,212.36	-1,212.36	160.62
3350 Uniforms	250.00	0.00	0.00	250.00	0.00
4000 Bldg Maint	4,000.00	125.00	1,050.00	2,950.00	26.25
5000 Contr. Svcs	13,200.00	40.01	8,200.12	4,999.88	62.12
5240 Training	7,000.00	220.00	283.00	6,717.00	4.04
6110 Radio/Tele	7,500.00	0.00	6,582.08	917.92	87.76
6230 Apparel/Gear	1,500.00	450.00	3,296.22	-1,796.22	219.75
Expense Total	145,743.00	33,731.42	91,460.06	54,282.94	62.75
Net Profit / (Loss)	(145,743.00)	(33,731.42)	(91,460.06)	54,282.94	

2400 Code Enf.

E X P E N S E S

1010 Wages - P/T	40,000.00	2,325.00	12,630.00	27,370.00	31.58
5240 Training	255.00	0.00	0.00	255.00	0.00
Expense Total	40,255.00	2,325.00	12,630.00	27,625.00	31.37
Net Profit / (Loss)	(40,255.00)	(2,325.00)	(12,630.00)	27,625.00	

2500 Harbor Shell

E X P E N S E S

1010 Wages - P/T	27,592.00	1,430.34	16,079.81	11,512.19	58.28
2010 Gasoline	600.00	0.00	93.44	506.56	15.57
2030 Telephone	300.00	0.00	150.00	150.00	50.00
2040 Internet	0.00	0.00	313.00	-313.00	0.00
2041 Technology	1,085.00	0.00	1,850.00	-765.00	170.51
3120 Marine Supp	500.00	278.00	278.00	222.00	55.60
3140 Member Dues	150.00	0.00	0.00	150.00	0.00
3350 Uniforms	150.00	0.00	0.00	150.00	0.00
5240 Training	750.00	0.00	0.00	750.00	0.00
Expense Total	31,127.00	1,708.34	18,764.25	12,362.75	60.28
Net Profit / (Loss)	(31,127.00)	(1,708.34)	(18,764.25)	12,362.75	

2600 Animal Cont.

E X P E N S E S

1010 Wages - P/T	3,200.00	800.00	1,600.00	1,600.00	50.00
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Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
2600 Animal Cont. CONT'D					
2030 Telephone	300.00	0.00	150.00	150.00	50.00
3160 Misc. Exp.	100.00	0.00	0.00	100.00	0.00
3290 Shelter	500.00	141.57	424.71	75.29	84.94
3350 Uniforms	150.00	0.00	0.00	150.00	0.00
5240 Training	600.00	0.00	0.00	600.00	0.00
Expense Total	4,850.00	941.57	2,174.71	2,675.29	44.84
Net Profit / (Loss)	(4,850.00)	(941.57)	(2,174.71)	2,675.29	

3100 Public Svcs

E X P E N S E S

1000 Wages - F/T	96,388.00	7,414.41	48,217.89	48,170.11	50.02
1010 Wages - P/T	3,500.00	0.00	0.00	3,500.00	0.00
1020 Overtime	5,000.00	0.00	284.64	4,715.36	5.69
2000 Electricity	2,000.00	30.91	154.84	1,845.16	7.74
2010 Gasoline	3,000.00	0.00	1,006.36	1,993.64	33.55
2020 Heating Fuel	3,200.00	0.00	917.14	2,282.86	28.66
2030 Telephone	1,000.00	62.11	607.29	392.71	60.73
2041 Technology	2,500.00	0.00	1,510.00	990.00	60.40
2080 Diesel	8,000.00	0.00	-1,146.34	9,146.34	-14.33
3040 Equip Maint	17,000.00	348.82	9,922.14	7,077.86	58.37
3120 Marine Supp	3,000.00	0.00	0.00	3,000.00	0.00
3202 Janitorial	100.00	0.00	0.00	100.00	0.00
3300 Office Supp.	200.00	0.00	232.09	-32.09	116.05
3335 Travel	2,800.00	126.00	3,297.41	-497.41	117.76
3350 Uniforms	800.00	0.00	37.77	762.23	4.72
4000 Bldg Maint	2,000.00	0.00	0.00	2,000.00	0.00
4600 Cold Patch	2,500.00	0.00	0.00	2,500.00	0.00
4605 Culv/Drain	1,000.00	0.00	0.00	1,000.00	0.00
4630 Road Matls	15,000.00	0.00	3,760.00	11,240.00	25.07
4640 Sand & Salt	8,000.00	0.00	3,313.47	4,686.53	41.42
5000 Contr. Svcs	5,000.00	0.00	126.00	4,874.00	2.52
5020 Barging	16,000.00	445.00	2,186.50	13,813.50	13.67
5230 Pave Marking	100.00	0.00	0.00	100.00	0.00
5240 Training	500.00	0.00	0.00	500.00	0.00
6010 Tools	2,500.00	0.00	0.00	2,500.00	0.00
6120 Safety Equip	500.00	0.00	0.00	500.00	0.00
Expense Total	201,588.00	8,427.25	74,427.20	127,160.80	36.92
Net Profit / (Loss)	(201,588.00)	(8,427.25)	(74,427.20)	127,160.80	

3200 Solid Waste

E X P E N S E S

1010 Wages - P/T	41,055.00	1,982.92	16,724.68	24,330.32	40.74
2000 Electricity	1,100.00	30.91	154.84	945.16	14.08
2030 Telephone	580.00	62.11	307.29	272.71	52.98
3040 Equip Maint	2,000.00	0.00	276.21	1,723.79	13.81
3202 Janitorial	400.00	96.67	96.67	303.33	24.17
3350 Uniforms	250.00	0.00	0.00	250.00	0.00
4000 Bldg Maint	750.00	0.00	0.00	750.00	0.00
4655 Chipping Bru	22,582.00	0.00	2,760.00	19,822.00	12.22
5020 Barging	47,000.00	0.00	24,425.00	22,575.00	51.97
5110 Hauling	85,000.00	2,765.83	36,601.78	48,398.22	43.06

Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
3200 Solid Waste CONT'D					
5120 Landfill Mon	576.00	0.00	356.00	220.00	61.81
5130 Haz Waste	6,000.00	0.00	207.93	5,792.07	3.47
5240 Training	650.00	0.00	100.00	550.00	15.38
5251 Sanitation	3,500.00	0.00	1,150.00	2,350.00	32.86
Expense Total	211,443.00	4,938.44	83,160.40	128,282.60	39.33
Net Profit / (Loss)	(211,443.00)	(4,938.44)	(83,160.40)	128,282.60	
4400 Misc-MainInd					
E X P E N S E S					
9110 ..	23,897.00	0.00	0.00	23,897.00	0.00
Expense Total	23,897.00	0.00	0.00	23,897.00	0.00
Net Profit / (Loss)	(23,897.00)	0.00	0.00	23,897.00	
4600 Contribution					
E X P E N S E S					
3150 Library	25,000.00	0.00	12,500.00	12,500.00	50.00
3151 Comm Center	38,500.00	0.00	19,250.00	19,250.00	50.00
3164 VNA	1,000.00	0.00	1,000.00	0.00	100.00
3166 Isl. Council	7,000.00	0.00	0.00	7,000.00	0.00
3167 Recreation	59,500.00	0.00	29,750.00	29,750.00	50.00
3168 CRC-Kids Pla	20,000.00	0.00	10,000.00	10,000.00	50.00
3169 Island Comm	10,000.00	0.00	10,000.00	0.00	100.00
Expense Total	161,000.00	0.00	82,500.00	78,500.00	51.24
Net Profit / (Loss)	(161,000.00)	0.00	(82,500.00)	78,500.00	
5810 Genl Assista					
E X P E N S E S					
3160 Misc. Exp.	500.00	0.00	0.00	500.00	0.00
Expense Total	500.00	0.00	0.00	500.00	0.00
Net Profit / (Loss)	(500.00)	0.00	0.00	500.00	
5910 Health Svcs					
E X P E N S E S					
1010 Wages - P/T	2,000.00	500.00	1,000.00	1,000.00	50.00
Expense Total	2,000.00	500.00	1,000.00	1,000.00	50.00
Net Profit / (Loss)	(2,000.00)	(500.00)	(1,000.00)	1,000.00	
6200 Cemetery					
E X P E N S E S					
1010 Wages - P/T	6,350.00	0.00	3,734.65	2,615.35	58.81
2010 Gasoline	250.00	0.00	130.19	119.81	52.08
3040 Equip Maint	500.00	0.00	11.99	488.01	2.40
3140 Member Dues	50.00	0.00	0.00	50.00	0.00
3163 Cemetery Gen	600.00	0.00	150.18	449.82	25.03
5000 Contr. Svcs	6,000.00	0.00	0.00	6,000.00	0.00
5240 Training	150.00	0.00	200.00	-50.00	133.33
Expense Total	13,900.00	0.00	4,227.01	9,672.99	30.41
Net Profit / (Loss)	(13,900.00)	0.00	(4,227.01)	9,672.99	

Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
6900 Debt Service					
E X P E N S E S					
6500 MBB Interest	15,728.00	0.00	0.00	15,728.00	0.00
6510 MBBPrincipal	177,178.00	0.00	177,178.00	0.00	100.00
6511 MMBSchInt	35,027.00	0.00	17,904.58	17,122.42	51.12
6512 MMBSchPrin	80,250.00	0.00	80,250.00	0.00	100.00
6516 PlowTrkInter	902.00	0.00	485.67	416.33	53.84
6517 PlowTrkPrinc	20,667.00	0.00	20,666.67	0.33	100.00
6520 MMBrdbdInt	46,261.00	0.00	12,559.47	33,701.53	27.15
6521 MMBrdbdPrinc	12,500.00	0.00	12,500.00	0.00	100.00
6550 MMBDrdgeInt	8,408.00	0.00	4,570.83	3,837.17	54.36
6551 MMBDrdgePrin	41,667.00	0.00	41,666.67	0.33	100.00
Expense Total	438,588.00	0.00	367,781.89	70,806.11	83.86
Net Profit / (Loss)	(438,588.00)	0.00	(367,781.89)	70,806.11	

7500 Benef/Insur.					
E X P E N S E S					
1210 Health/Life	103,703.00	-1,989.00	47,723.89	55,979.11	46.02
1220 FICA / MED	38,971.00	4,878.48	18,360.04	20,610.96	47.11
1230 ICMA-Retire	12,675.00	319.76	3,535.19	9,139.81	27.89
1270 Unemployment	2,500.00	622.50	1,867.50	632.50	74.70
1280 Workers Comp	14,000.00	0.00	1,485.90	12,514.10	10.61
3060 Liabil. Ins	22,542.00	0.00	17,402.00	5,140.00	77.20
Expense Total	194,391.00	3,831.74	90,374.52	104,016.48	46.49
Net Profit / (Loss)	(194,391.00)	(3,831.74)	(90,374.52)	104,016.48	

8000 School					
R E V E N U E S					
800 Ed Lunch Fee	5,000.00	0.00	2,734.70	2,265.30	54.69
805 Sch UF Trans	20,000.00	0.00	0.00	20,000.00	0.00
807 Misc Sch Rev	0.00	1,499.50	391.00	-391.00	0.00
Revenue Total	25,000.00	1,499.50	3,125.70	21,874.30	12.50
E X P E N S E S					
8101 Sup. Sal	0.00	1,285.44	1,285.44	-1,285.44	0.00
8102 Sec. Sal	0.00	652.83	652.83	-652.83	0.00
8103 Health Ins	0.00	0.00	0.00	0.00	0.00
8104 FICA/Med	0.00	107.37	107.37	-107.37	0.00
8107 Conf/Train	0.00	0.00	0.00	0.00	0.00
8110 Comm/Phone	0.00	0.00	0.00	0.00	0.00
8111 Postage	0.00	0.00	0.00	0.00	0.00
8112 Advertising	0.00	0.00	0.00	0.00	0.00
8113 Printing	0.00	0.00	0.00	0.00	0.00
8114 Copier Sup	0.00	0.00	0.00	0.00	0.00
8119 Legal	0.00	0.00	0.00	0.00	0.00
8121 Dues&Fees	0.00	0.00	0.00	0.00	0.00
8201 Admin Sal	0.00	0.00	0.00	0.00	0.00
8202 Secr. Sal	0.00	0.00	0.00	0.00	0.00
8203 Health Ins	0.00	0.00	0.00	0.00	0.00
8204 FICA/Med	0.00	0.00	0.00	0.00	0.00
8210 Supplies	0.00	0.00	0.00	0.00	0.00

Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
8000 School CONT'D					
8213 Dues & Fees	0.00	0.00	0.00	0.00	0.00
8300 Pre-K Prog.	0.00	0.00	0.00	0.00	0.00
8301 K-2 Tch Sal	0.00	0.00	0.00	0.00	0.00
8302 3-5 Tch Sal	0.00	0.00	0.00	0.00	0.00
8303 Ed-TechSal	0.00	0.00	0.00	0.00	0.00
8305 Healt Ins	0.00	0.00	0.00	0.00	0.00
8306 FICA/Med	0.00	0.00	0.00	0.00	0.00
8310 GenSupplies	0.00	0.00	0.00	0.00	0.00
8312 Books & Per	0.00	0.00	0.00	0.00	0.00
8318 MS Tuition	0.00	0.00	0.00	0.00	0.00
8319 Second Tuit	0.00	0.00	0.00	0.00	0.00
8402 OtherProServ	0.00	0.00	0.00	0.00	0.00
8404 Tech Equip	0.00	0.00	0.00	0.00	0.00
8406 Software	0.00	0.00	0.00	0.00	0.00
8408 Reg Stipnd	0.00	0.00	0.00	0.00	0.00
8501 Teach Sal	0.00	0.00	0.00	0.00	0.00
8502 FICA/Med	0.00	0.00	0.00	0.00	0.00
8503 Ed Tech	0.00	0.00	0.00	0.00	0.00
8505 Test Score	0.00	0.00	0.00	0.00	0.00
8506 OtherProServ	0.00	0.00	0.00	0.00	0.00
8507 ExtYr Prog	0.00	0.00	0.00	0.00	0.00
8509 TestSupplies	0.00	0.00	0.00	0.00	0.00
8515 Healt Ins	0.00	0.00	0.00	0.00	0.00
8601 Reg Sal	0.00	0.00	0.00	0.00	0.00
8602 Health Ins	0.00	0.00	0.00	0.00	0.00
8603 FICA/Med	0.00	0.00	0.00	0.00	0.00
8607 OthrContract	0.00	0.00	-350.00	350.00	0.00
8608 Repair&Maint	0.00	0.00	0.00	0.00	0.00
8611 Insurance	0.00	0.00	0.00	0.00	0.00
8613 Electricity	0.00	62.41	62.41	-62.41	0.00
8617 Cont Serv	0.00	0.00	0.00	0.00	0.00
8701 Salaries	0.00	0.00	0.00	0.00	0.00
8703 Health Ins	0.00	0.00	0.00	0.00	0.00
8704 FICA/Med	0.00	0.00	0.00	0.00	0.00
8707 PurProf.Serv	0.00	0.00	0.00	0.00	0.00
8708 Repairs	0.00	0.00	0.00	0.00	0.00
8711 Fuel	0.00	0.00	0.00	0.00	0.00
8801 Reg Sal	0.00	0.00	-1,826.76	1,826.76	0.00
8802 Health Ins	0.00	0.00	0.00	0.00	0.00
8803 FICA/Med	0.00	0.00	0.00	0.00	0.00
8805 OthrContServ	0.00	0.00	0.00	0.00	0.00
8806 Supplies	0.00	0.00	0.00	0.00	0.00
8807 Contingency	10,000.00	0.00	0.00	10,000.00	0.00
8900 Debt Service	134,364.00	0.00	132,541.85	1,822.15	98.64
Expense Total	144,364.00	2,108.05	132,473.14	11,890.86	91.76
Net Profit / (Loss)	(119,364.00)	(608.55)	(129,347.44)	(9,983.44)	

8001 System Admin

EXPENSES

8101 Sup. Sal	33,422.00	1,285.44	15,425.28	17,996.72	46.15
8102 Sec. Sal	13,759.00	630.27	5,355.55	8,403.45	38.92
8103 Health Ins	10,963.00	913.38	5,480.28	5,482.72	49.99

Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
8001 System Admin CONT'D					
8104 FICA/Med	2,800.00	105.66	1,157.66	1,642.34	41.35
8106 Work Comp	3,000.00	0.00	0.00	3,000.00	0.00
8107 Conf/Train	1,500.00	0.00	245.00	1,255.00	16.33
8110 Comm/Phone	2,800.00	240.02	1,856.86	943.14	66.32
8111 Postage	500.00	0.00	391.61	108.39	78.32
8112 Advertising	400.00	0.00	495.17	-95.17	123.79
8113 Printing	1,200.00	0.00	498.81	701.19	41.57
8114 Copier Sup	300.00	0.00	243.94	56.06	81.31
8115 Equip/Softwre	100.00	0.00	0.00	100.00	0.00
8116 Travel	100.00	0.00	0.00	100.00	0.00
8117 Stipends	1,200.00	0.00	0.00	1,200.00	0.00
8118 FICA	92.00	0.00	0.00	92.00	0.00
8119 Legal	5,000.00	0.00	855.40	4,144.60	17.11
8120 Ins	3,000.00	0.00	0.00	3,000.00	0.00
8121 Dues&Fees	500.00	53.06	500.77	-0.77	100.15
8122 Misc	500.00	0.00	0.00	500.00	0.00
8124 Unem Comp	800.00	0.00	328.52	471.48	41.07
Expense Total	81,936.00	3,227.83	32,834.85	49,101.15	40.07
Net Profit / (Loss)	(81,936.00)	(3,227.83)	(32,834.85)	49,101.15	

8002 School Admin

EXPENSES

8201 Admin Sal	33,422.00	2,570.88	16,710.72	16,711.28	50.00
8202 Secr. Sal	13,759.00	1,283.20	6,008.57	7,750.43	43.67
8203 Health Ins	10,963.00	913.38	5,480.28	5,482.72	49.99
8204 FICA/Med	2,800.00	213.06	1,265.08	1,534.92	45.18
8207 Conferences	500.00	0.00	0.00	500.00	0.00
8208 Postage	100.00	0.00	0.00	100.00	0.00
8209 Printing	1,000.00	100.44	100.44	899.56	10.04
8210 Supplies	300.00	104.80	186.40	113.60	62.13
8211 Copy Supp	200.00	0.00	0.00	200.00	0.00
8212 Eq. Repair	250.00	0.00	0.00	250.00	0.00
8213 Dues & Fees	900.00	0.00	425.00	475.00	47.22
Expense Total	64,194.00	5,185.76	30,176.49	34,017.51	47.01
Net Profit / (Loss)	(64,194.00)	(5,185.76)	(30,176.49)	34,017.51	

8003 Elementary

EXPENSES

8300 Pre-K Prog.	35,663.00	5,791.76	26,062.92	9,600.08	73.08
8301 K-2 Tch Sal	62,931.00	8,190.64	38,559.35	24,371.65	61.27
8302 3-5 Tch Sal	77,311.00	1,128.51	6,267.87	71,043.13	8.11
8303 Ed-TechSal	28,407.00	2,499.00	10,367.50	18,039.50	36.50
8304 Temp Sal	2,000.00	0.00	0.00	2,000.00	0.00
8305 Healt Ins	43,847.00	913.38	9,133.80	34,713.20	20.83
8306 FICA/Med	11,000.00	966.68	5,762.24	5,237.76	52.38
8309 AssessmtTest	500.00	0.00	0.00	500.00	0.00
8310 GenSupplies	5,000.00	240.93	2,167.48	2,832.52	43.35
8311 Travel Reimb	750.00	0.00	0.00	750.00	0.00
8312 Books & Per	1,500.00	0.00	361.97	1,138.03	24.13
8313 AudioVisual	500.00	0.00	0.00	500.00	0.00
8314 Equip.	250.00	0.00	0.00	250.00	0.00

Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
8003 Elementary CONT'D					
8316 Copy Lease	500.00	0.00	80.59	419.41	16.12
8318 MS Tuition	87,303.00	0.00	34,373.41	52,929.59	39.37
8319 Second Tuit	214,617.00	0.00	106,750.65	107,866.35	49.74
Expense Total	572,079.00	19,730.90	239,887.78	332,191.22	41.93
Net Profit / (Loss)	(572,079.00)	(19,730.90)	(239,887.78)	332,191.22	

8004 Support

E X P E N S E S

8401 CourseReimb	6,200.00	0.00	0.00	6,200.00	0.00
8402 OtherProServ	2,000.00	0.00	-200.00	2,200.00	-10.00
8403 OthrProfSvcs	4,000.00	4,000.00	4,000.00	0.00	100.00
8404 Tech Equip	500.00	0.00	198.56	301.44	39.71
8405 OtherPurServ	1,000.00	35.99	35.99	964.01	3.60
8406 Software	250.00	0.00	28.97	221.03	11.59
8407 Repair	500.00	0.00	0.00	500.00	0.00
8408 Reg Stipnd	12,000.00	0.00	3,300.00	8,700.00	27.50
8409 FICA/Med	550.00	0.00	0.00	550.00	0.00
8413 Supplies	500.00	0.00	115.03	384.97	23.01
8414 Books & Per	100.00	0.00	0.00	100.00	0.00
8415 Reg Sal	500.00	0.00	0.00	500.00	0.00
8419 Supplies	100.00	19.97	76.55	23.45	76.55
Expense Total	28,200.00	4,055.96	7,555.10	20,644.90	26.79
Net Profit / (Loss)	(28,200.00)	(4,055.96)	(7,555.10)	20,644.90	

8005 SPED

E X P E N S E S

8501 Teach Sal	31,963.00	0.00	-6,052.68	38,015.68	-18.94
8502 FICA/Med	4,200.00	144.25	237.29	3,962.71	5.65
8503 Ed Tech	0.00	0.00	7,064.96	-7,064.96	0.00
8504 Worker Comp	500.00	0.00	0.00	500.00	0.00
8505 Test Score	0.00	0.00	867.68	-867.68	0.00
8506 OtherProServ	45,550.00	11,158.75	54,208.54	-8,658.54	119.01
8507 ExtYr Prog	7,530.00	0.00	1,721.25	5,808.75	22.86
8508 Supplies	250.00	0.00	179.95	70.05	71.98
8509 TestSupplies	250.00	0.00	1,502.00	-1,252.00	600.80
8510 Books & Per	100.00	0.00	0.00	100.00	0.00
8515 Healt Ins	10,963.00	0.00	867.68	10,095.32	7.91
8517 SPED Trans.	0.00	0.00	0.00	0.00	0.00
8518 SpEd MSTuit	58,275.00	0.00	0.00	58,275.00	0.00
8519 SpEd SecTuit	2,500.00	0.00	0.00	2,500.00	0.00
Expense Total	162,081.00	11,303.00	60,596.67	101,484.33	37.39
Net Profit / (Loss)	(162,081.00)	(11,303.00)	(60,596.67)	101,484.33	

8006 Maintenance

E X P E N S E S

8601 Reg Sal	16,603.00	1,127.21	7,153.38	9,449.62	43.08
8602 Health Ins	5,482.00	456.69	2,740.14	2,741.86	49.98
8603 FICA/Med	1,050.00	86.23	935.93	114.07	89.14
8606 Conferences	500.00	0.00	40.00	460.00	8.00
8607 OthrContract	10,000.00	0.00	2,763.49	7,236.51	27.63

Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
8006 Maintenance CONT'D					
8608 Repair&Maint	7,500.00	0.00	14,729.91	-7,229.91	196.40
8609 Rent CIRC Bl	8,000.00	8,000.00	8,000.00	0.00	100.00
8611 Insurance	2,500.00	0.00	2,785.00	-285.00	111.40
8612 Supplies	2,500.00	39.04	39.04	2,460.96	1.56
8613 Electricity	4,500.00	0.00	155.04	4,344.96	3.45
8614 Fuel Oil	4,200.00	0.00	1,020.04	3,179.96	24.29
8617 Cont Serv	7,500.00	0.00	550.00	6,950.00	7.33
Expense Total	70,335.00	9,709.17	40,911.97	29,423.03	58.17
Net Profit / (Loss)	(70,335.00)	(9,709.17)	(40,911.97)	29,423.03	

8007 Transport

E X P E N S E S

8701 Salaries	25,155.00	2,838.49	10,396.21	14,758.79	41.33
8702 Sub Salaries	500.00	0.00	0.00	500.00	0.00
8703 Health Ins	10,963.00	913.38	5,480.28	5,482.72	49.99
8704 FICA/Med	1,900.00	160.49	569.70	1,330.30	29.98
8707 PurProf.Serv	64,500.00	535.15	28,513.62	35,986.38	44.21
8708 Repairs	12,000.00	0.00	6,109.87	5,890.13	50.92
8709 Auto Ins	3,000.00	0.00	0.00	3,000.00	0.00
8711 Fuel	5,000.00	150.62	904.37	4,095.63	18.09
Expense Total	123,018.00	4,598.13	51,974.05	71,043.95	42.25
Net Profit / (Loss)	(123,018.00)	(4,598.13)	(51,974.05)	71,043.95	

8008 Food Service

E X P E N S E S

8801 Reg Sal	21,155.00	1,807.59	7,031.39	14,123.61	33.24
8802 Health Ins	5,482.00	456.69	4,566.90	915.10	83.31
8803 FICA/Med	1,600.00	138.27	527.57	1,072.43	32.97
8805 OthrContServ	1,500.00	1,107.56	1,807.56	-307.56	120.50
8806 Supplies	7,000.00	373.47	4,285.18	2,714.82	61.22
Expense Total	36,737.00	3,883.58	18,218.60	18,518.40	49.59
Net Profit / (Loss)	(36,737.00)	(3,883.58)	(18,218.60)	18,518.40	

8100 Street Light

E X P E N S E S

2000 Electricity	8,400.00	92.73	4,079.28	4,320.72	48.56
Expense Total	8,400.00	92.73	4,079.28	4,320.72	48.56
Net Profit / (Loss)	(8,400.00)	(92.73)	(4,079.28)	4,320.72	

8300 Contingency

E X P E N S E S

3160 Misc. Exp.	14,000.00	0.00	0.00	14,000.00	0.00
Expense Total	14,000.00	0.00	0.00	14,000.00	0.00
Net Profit / (Loss)	(14,000.00)	0.00	0.00	14,000.00	

8800 Out Isl tax

E X P E N S E S

0001 Out Isl Tax	48,048.00	0.00	22,947.68	25,100.32	47.76
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Exp / Rev Summary Report

ALL Departments
December

Account	Budget	Current Month	Year To Date	Balance	Percent
Expense Total	48,048.00	0.00	22,947.68	25,100.32	47.76
Net Profit / (Loss)	(48,048.00)	0.00	(22,947.68)	25,100.32	
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8900 County Tax					
E X P E N S E S					
3050 County Tax	216,527.00	0.00	216,527.00	0.00	100.00
Expense Total	216,527.00	0.00	216,527.00	0.00	100.00
Net Profit / (Loss)	(216,527.00)	0.00	(216,527.00)	(0.00)	
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9000 Capital Impr					
E X P E N S E S					
9010 Dredging	80,000.00	0.00	0.00	80,000.00	0.00
9015 Stone Wharf	100,000.00	0.00	0.00	100,000.00	0.00
9016 Barge Ramps	20,000.00	0.00	0.00	20,000.00	0.00
9020 Floats/Ramps	5,000.00	0.00	0.00	5,000.00	0.00
9025 Fire Dept	70,000.00	0.00	0.00	70,000.00	0.00
9030 Bldg Facilit	20,000.00	0.00	0.00	20,000.00	0.00
9031 Town Office	10,000.00	0.00	0.00	10,000.00	0.00
9032 Land Acquis	10,000.00	0.00	0.00	10,000.00	0.00
9033 Solar Array	15,000.00	0.00	0.00	15,000.00	0.00
9035 Vehicle Res	5,000.00	0.00	0.00	5,000.00	0.00
9040 Grant Match	20,000.00	0.00	0.00	20,000.00	0.00
9050 Paving	25,000.00	0.00	0.00	25,000.00	0.00
9055 PW Equip	25,000.00	0.00	0.00	25,000.00	0.00
9057 Transfer Sta	1,000.00	0.00	0.00	1,000.00	0.00
9070 Coastal Fund	10,000.00	0.00	0.00	10,000.00	0.00
Expense Total	416,000.00	0.00	0.00	416,000.00	0.00
Net Profit / (Loss)	(416,000.00)	0.00	0.00	416,000.00	



Town of Chebeague Island Department of Public Works
49 Littlefield Road
Chebeague Island, ME 04017

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January 2024

Monthly Report

This month as you all know was spent dealing with snow storms and wind storms and major coastal erosion. We fixed some emergency damage washouts and cleaned many of the culverts during the major rain storm. We helped CMP remove trees from power lines. We fixed a large bolt that was sticking out of the piling down at Stone Pier floats. We did replace cutting edges on two trucks after storm. We also had time to get a fresh coat of paint on the town punt. We put the wing on truck 6. We also helped move stuff around at the town office and did some dump runs to get rid of construction debris from renovation. We also received internet stuff and made room for a 40' trailer to store internet stuff. Replace the spray nozzle on used oil burner. We filled salt bin at Stone pier and removed tree from boat ramp.

Thanks

Public Works



Town of Chebeague Island

192 North Road, Chebeague Island, ME 04017

MEMORANDUM

Date: February 1, 2024

To: Members of the Select Board & Viktoria Wood, Town Administrator

From: Tammy Munson, Code Enforcement Officer

Re: Status & Progress Update

We are well into the implementation process of our new program I-Worqs. The Town's GIS data has been added as well as all the tax maps, various layers, etc. The mapping platform of this software allows us to zoom in more accurately when viewing properties, so I am very pleased with that aspect of the program. The next step is to load our various permit types and we can begin using the software. My plan going forward is to enter all the permits that have been issued in 2024 even if they were issued prior to our "go live date". This way, we will have complete data beginning in 2024. Once we have our templates loaded, we can begin using the rest of the software. I am aiming for a "soft launch" of the program within the Town first prior to opening it up to online applications. I think this was a great decision you all made, and I firmly believe this product will benefit the island well.

In closing, I have issued five permits in 2024. Again, I have had no applications for growth permits and have only had one serious inquiry, so please let folks know they are available. The BOA will hear two appeals this month. If you have any questions, please reach out.

Deputy Clerk

From: Town admin
Sent: Thursday, February 1, 2024 11:55 AM
To: Deputy Clerk
Subject: Fw: EMA director positions

add to packet for EMA discussion

Viktorija G. Wood

Town Administrator
192 North Road
Chebeague Island, ME 04017
Phone: 207-846-3148
townadmin@townofchebeagueisland.org
www.townofchebeagueisland.org

From: Town admin <townadmin@townofchebeagueisland.org>
Sent: Thursday, February 1, 2024 11:10 AM
To: Michael Durkin <durkin@cumberlandcounty.org>; Aaron Milroy <milroy@cumberlandcounty.org>
Subject: Re: EMA director positions

This is actually very helpful and a great starting point for the conversation. I will be happy to follow up with anything that we gather or determine.

Thanks,
Viktorija

Viktorija G. Wood

Town Administrator
192 North Road
Chebeague Island, ME 04017
Phone: 207-846-3148
townadmin@townofchebeagueisland.org
www.townofchebeagueisland.org

From: Michael Durkin <durkin@cumberlandcounty.org>
Sent: Thursday, February 1, 2024 10:54 AM
To: Aaron Milroy <milroy@cumberlandcounty.org>
Cc: Town admin <townadmin@townofchebeagueisland.org>
Subject: Re: EMA director positions

Hi Vika,

There are a lot of towns asking the same questions you are so you're not alone.

For background: Towns are required by law to have an EMA Director but the law gives no guidance on compensation, duties, time put in, etc. That has led to a lot of inconsistency across the County. All our local EMA Director's are also Fire Chiefs (except one). In a few larger towns and cities, there's a full or part time person hired to do Emergency Management but the Fire Chief still technically holds the EMA Director title.

For many towns, this is just part of the Fire Chief's job and always has been. In other places it's an extra duty and they get a stipend to 'wear both hats'. I don't have info on how much these stipends are but they're not much. Most Fire Chief's embrace the EMA Director role and do great, others dislike it and would happily give up the duties. I think the career of EMA has grown too large/specialized to be a 'second hat' and they're feeling the increased pressure. They now have to be experts in a lot of different things which takes away from their time being the Fire Chief.

I have some info on town Emergency Management budgets which may give you an indication of how big their programs are. I don't know if these funds are stipends or programmatic spending though. 14 towns in the County have a line item for emergency management with the average being just over \$6000. There's a lot of variance in these budgets, no real trend. Westbrook is a big community and has a \$500 budget. Harrison is much smaller and budgets \$8000. Closest to you is Long Island which budgets \$2000 and Harpswell which is \$1500.

As for duties, again, it's a mixed bag. Here's the rough landscape of what EM does:

- Preparedness (Planning, Training and Exercise)
- Mitigation (Information gathering, Grant Management, development planning)
- Response (coordinating resources in a complex disaster)
- Recovery (seeking Federal funds, but also organizing the community in local rebuilding)

Of course, each of these could be full time positions by themselves. Towns tend to pick what parts of EM are most relevant to them. Most towns lean into response because it's what Fire Chief's do normally. Preparedness is second: some towns are pretty established here, others rely on us for help with these. For mitigation and recovery, most towns look to us for support and expertise, although some are starting to build capacity in this area.

Several towns have expressed interest in my office taking over their municipal EMA duties. This is possible, although rare in Maine. For small-mid-sized towns, it could be a vast improvement. It comes at a cost though, likely more than what towns currently budget for EMA.

There's no reason several like-sized towns couldn't pool their funding for something like this either. If a few towns got together and split the cost of a full time EM Director, it would be an improvement. The County could even be the mechanism for employing that person, the towns would get a liaison dedicated to their specific regional needs; someone with expertise and no 'competing hats'. In a disaster, this person would be a direct link to the resources of the whole CCEMA office, a sizable force multiplier.

Hope this helps start your conversations, if you've got any other questions or insights, we'd love to hear them.

On Thu, Feb 1, 2024 at 7:26 AM Aaron Milroy <milroy@cumberlandcounty.org> wrote:

Viktoria,

I'm bringing Michael into the loop - I expect he'll have increased insight.

Aaron

On Thu, Feb 1, 2024 at 7:02 AM Town admin <townadmin@townofchebeagueisland.org> wrote:

Good Morning,

I am sure you are both very busy and I will try not to take too much of your time. With the increase and severity of storms, more time is needed for staff and EMA director to provide. The town is exploring how we can improve what we have. I am hoping you may be able to provide me in the right direction for some information. I am looking for information on what other towns, ideally smaller towns, are providing and expecting from EMA directors. Compensation, time put in etc.

Thank you for anything you may be able to provide.

Vika

Viktoria G. Wood

Town Administrator

192 North Road

Chebeague Island, ME 04017

Phone: 207-846-3148

townadmin@townofchebeagueisland.org

www.townofchebeagueisland.org

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Aaron Milroy

Deputy Director

Cumberland County Emergency Management Agency

Office: (207) 892-6785

Cell: (207) 572-6135

Email: Milroy@CumberlandCounty.org


Cumberland **County**

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.

--
Michael Durkin
Director
Cumberland County EMA

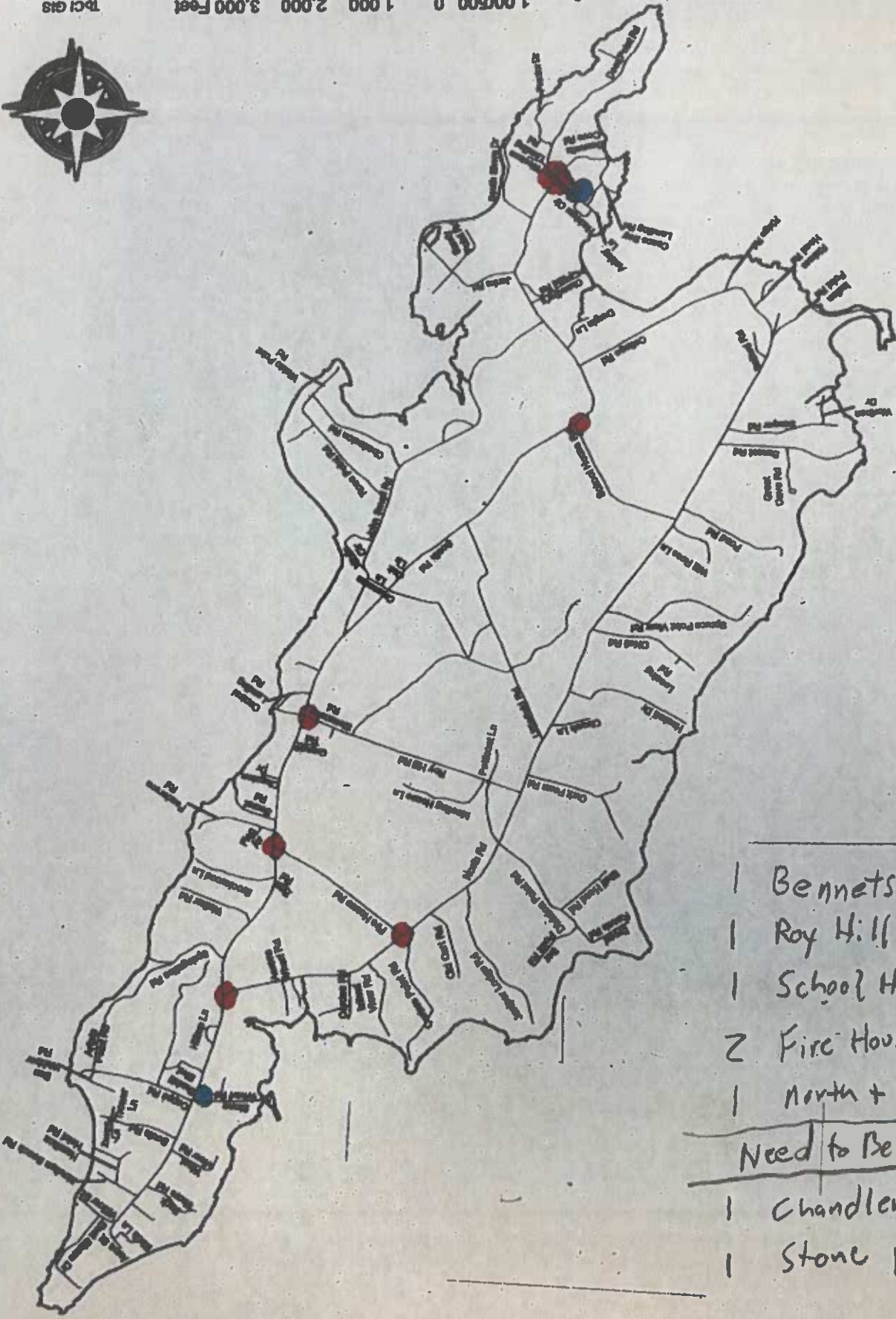


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Chebeague Island

1,000 500 0 1,000 2,000 3,000 Feet

TCI GIS
8/14/08



- 1 Bennets missing
 - 1 Roy Hill South End
 - 1 School House South End
 - 2 Fire House
 - 1 North + South Road
-
- Need to Be put up
- 1 Chandlers Road
 - 1 Stone pier Road

Deputy Clerk

From: Town admin
Sent: Thursday, February 1, 2024 11:48 AM
To: Deputy Clerk
Subject: Fw: ReVision: Chebeague Public Works Solar Array - Purchase Option
Attachments: Five year solar analysis.1.26.24.pdf; Chebeague Solar 5 Year Analysis.v2.xlsx

attachments to include for the solar array discussion.

Viktorija G. Wood

Town Administrator
192 North Road
Chebeague Island, ME 04017
Phone: 207-846-3148
townadmin@townofchebeagueisland.org
www.townofchebeagueisland.org

From: stevehinchman@gmail.com <stevehinchman@gmail.com>
Sent: Friday, January 26, 2024 1:22 PM
To: Town admin <townadmin@townofchebeagueisland.org>; Carol White <cwhite@townofchebeagueisland.org>; 'Julia Maine' <julia.e.maine@gmail.com>; 'Bob Earnest' <bob963@me.com>
Cc: 'Sage Wentzell-Brehme' <swentzel@revisionenergy.com>
Subject: RE: ReVision: Chebeague Public Works Solar Array - Purchase Option

Hi All – I caught a mistake in the previous version of the 5-Year Solar Analysis and have also updated numbers on operating costs based on specifics from ReVision Service team. I also compiled into a PDF document that you can include in the Selectboard packet.

I believe Sage at ReVision will be providing you with the offer letter.

Please let me know if you have any questions about the analysis. I will try to attend on 2/7 with my laptop, so that I can run scenarios on borrowing if the Selectboard would like.

Best,

Steve

Steve Hinchman
20 Saywer Rd.
Chebeague Island, ME 04017
207.837.8637

Memorandum

To: Town of Chebeague
 From: Steve Hinchman
 Date: January 26, 2024
 RE: Transfer Station Solar Purchase Opportunity

The Solar project at the Transfer Station is now eligible for purchase by the Town and the system owner, ReVision Impact Fund 1 LLC, is offering the Town to purchase for \$86,160.

To assist the Town in evaluating this offer, attached and below is an (updated) analysis of the Chebeague Solar project for years 1-5 (2019-2023). The analysis includes a Cash Flow projection comparing the value of staying in the current PPA versus savings from purchasing the array.

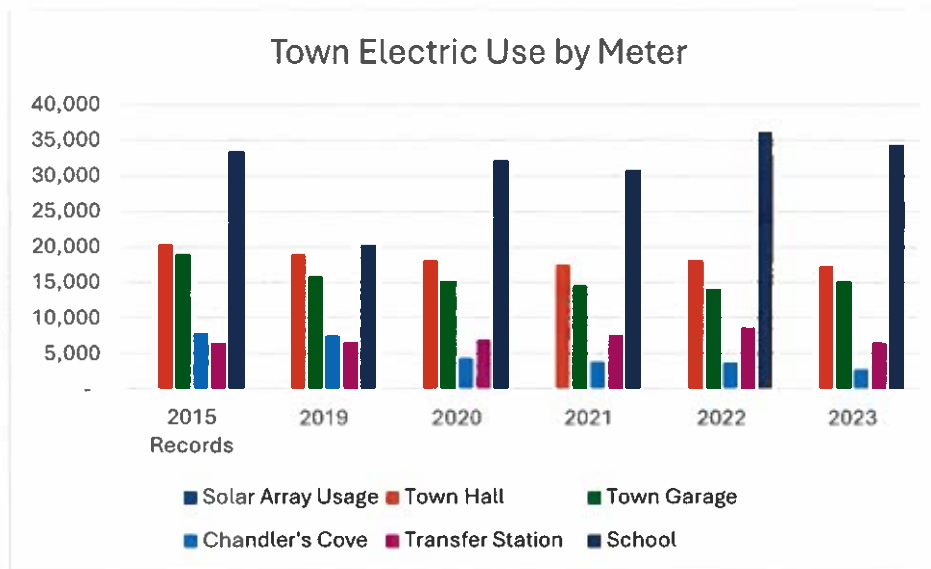
Data Sources:

- **Private Solar Meter** – provided by ReVision, includes data from both the Solar Log and (newer) PowerDash meters. These meters have a data gap for 6 months in 2022.
- **CMP Solar Meter** – CMP provided data for solar energy exports to the grid from 2019-2023 based on the utility meter on site.
- **Town Usage** – CMP provided data for each Town meter for 2015 and from 2019-2023.
- **PPA rate** – 2018 Power Purchase Agreement with Town.
- **CMP SGS rates** – CMP’s average annual rate, from PUC.
- **Purchase Price** – provided by ReVision.
- **Service History** – provided by ReVision.

Five Year Electric Use, Solar Production, and Net Energy Billing Savings:

Five-year (2019-2023) average electric use by the Town is 75,184 kWh. This is a 13% decline from total consumption in 2015 (86,741 kWh). The largest reductions in electric use were at Chandler’s Cove (43%), Town Garage (21%), Town Hall (12%) and the School (8%).

	2015 Records	2019	2020	2021	2022	2023	Average	Total Usage (kWh)	% Change
Solar Array Usage	-	157	163	155	161	148	157	755	
Town Hall	20,332	18,874	18,022	17,476	18,090	17,224	17,937	146,230	11.8%
Town Garage	18,792	15,786	15,058	14,415	13,948	14,936	14,828	120,294	21.1%
Chandler’s Cove	7,707	7,350	4,264	3,876	3,726	2,749	4,393	44,261	43.0%
Transfer Station	6,426	6,483	6,892	7,467	8,485	6,444	7,154	34,933	-11.3%
Stone Wharf	1	17	14	6	10	14	12	122	
School	33,483	20,207	32,035	30,778	36,170	34,321	30,702	147,310	8.3%
Totals (kWh)	86,741	68,875	76,447	74,173	80,590	75,836	75,184	493,904	13.3%



Five-year average solar production is 73,874 kWh, meaning that the solar project is delivering 98% of the Town's total electric use.

To date net metering credits from the Solar project have saved the Town \$23,930. This is primarily driven by:

- Market electric rates are higher than the solar PPA rate. Depending on the year, the Town is saving between \$0.024/kWh (2021) to \$0.112/kWh (2023) from purchasing its power from the Solar array compared to CMP's default supply service.
- In 2022, ReVision only billed the Town for 30% of solar generation (data missing because ReVision's private meter service provider changed cell service and the replacement meter was delayed 6 months beyond the cell service shutdown due to global supply chain problems). ReVision did not bill for the missing months (despite its option to estimate usage), which resulted in about \$6,000 of savings to the Town.

The Solar array is generating about 94% of design estimates. This is primarily due to variable weather and for 2021-22 inverter failures (all have now been replaced and are working) and, because of poor cell service at the site, a lack of timely notification when technical problems occur. **Recommendation – bring fiber optic service to the solar meter at the transfer station as soon as it is available.**

	2019	2020	2021	2022	2023
Total Solar kWh	71,740	72,060	71,754	79,760	70,756
CMP Ave. SGS Rates	0.1663	0.1532	0.1535	0.1621	0.246257
NEB Credit Value	\$ 11,932	\$ 11,043	\$ 11,013	\$ 12,928	\$ 17,424
Less PPA Payments	\$ 9,416	\$ 9,104	\$ 9,270	\$ 3,195	\$ 9,425
Net (Savings to Town)	\$ 2,516	\$ 1,939	\$ 1,742	\$ 9,733	\$ 8,000

Purchase Option:

The PPA provides an option for the Town to purchase the array in 2025 (Contract Year 7) for \$77,826. ReVision is offering the Town the opportunity to buy the system a year early for \$84,160 (an increase of \$6,334). Owning the array would save the Town approximately \$13,600 a year (depending on which month the purchase occurs). Accordingly, buying the array a year early could net the town up to \$6,000 in additional savings.

The analysis includes a Cash Flow tab that compares the 25-year lifetime savings between staying in the PPA (\$86,385) versus buying the system and offsetting almost all of its electricity purchases (\$203,311).

- If the Town stays in the PPA contract until 2043 (20-year PPA term, plus 1 five-year extension) it would have no ownership obligations or risk. Assuming that utility rates increase at 2.5% a year over that period, the Town would save over \$86,000 overall by buying solar power from ReVision compared to paying market rates for electricity.
- If the Town purchased the solar array, it would need to pay for annual system O&M and insurance and would be at risk of the cost of repairs that exceed the equipment warranties (panels are warrantied for 25 years, inverters for 12). However, because the solar array offsets most of its electricity consumption, the Town would offset over \$300,000 in electricity costs over the same period. The projected savings net of expenses and projected inverter replacements would be around \$203,311.
- Inputs in the cash flow tab can be selected to also model the impact of borrowing some or all of the purchase price.
- All other inputs in the Cash Flow analysis can also be modified to look at different scenarios, if desired.

Disclosure of conflict of interest: The Town selectboard should be aware that I am senior counsel at ReVision Energy, which manages the solar project on behalf of ReVision Impact Fund 1 LLC (the owner). Accordingly, I will do my best to answer all factual questions but have not made any recommendations regarding the Town's purchase options.

PPA vs. Buyout Cash Flow Analysis
 Chebeague Transfer Station, Jan. 26, 2024

Project Parameters	
Project Capacity	62 kW DC
5-Yr Annual Average	73,874 kWh/year
Derate	0.50%
2024 CMP SGS Rate	\$ 0.174 per kWh
Utility Cost Escalator	2.5%

Project Expense	
Replacement Value	\$155,000
Insurance (per \$1,000)	\$3.10
Insurance Escalator	1%
Insurance Cost	\$ (481)
O&M	\$ (1,200)
O&M Escalator	2.5%
Asset Management	\$ -
AM Escalator	2.5%

Purchase Assumptions	
Purchase Price	\$ 84,160
Loan	\$ -
Term	10 Years
Rate	7%
REC Value	\$35 per MW
REC Term	5 Years
REC Expenses	3%

Project Year	Calendar Year	Solar Generation	PPA Rate	PPA Savings	Cummulative PPA Savings	Utility Rate	NEB Savings	REC Sales	Net Revenue	O&M and Asset Management	Insurance	Buyout - Inverter Replacement	Loan Payment	Annual Cash Flow	Cummulative Cash Flow
1	2019	74,890	\$ 0.1265	\$ 2,516	\$ 2,516	\$ 0.166								\$ 2,516	\$ 2,516
2	2020	72,231	\$ 0.1265	\$ 1,939	\$ 4,455	\$ 0.153								\$ 1,939	\$ 4,455
3	2021	71,628	\$ 0.1297	\$ 1,742	\$ 6,197	\$ 0.153								\$ 1,742	\$ 6,197
4	2022	80,620	\$ 0.1329	\$ 9,733	\$ 15,930	\$ 0.162								\$ 9,733	\$ 15,930
5	2023	69,999	\$ 0.1362	\$ 8,000	\$ 23,930	\$ 0.246								\$ 8,000	\$ 23,930
6	2024	73,874	\$ 0.1396	\$ 2,574	\$ 26,504	\$ 0.174	\$ 12,889	\$ 2,478	\$ 15,367	\$ (1,200)	\$ (481)	\$ (84,160)	\$ -	\$ (70,473)	\$ (46,543)
7	2025	73,504	\$ 0.1431	\$ 2,625	\$ 29,128	\$ 0.179	\$ 13,145	\$ 2,478	\$ 15,623	\$ (1,230)	\$ (493)	\$ -	\$ -	\$ 13,901	\$ (32,643)
8	2026	73,137	\$ 0.1467	\$ 2,677	\$ 31,805	\$ 0.183	\$ 13,406	\$ 2,478	\$ 15,885	\$ (1,261)	\$ (505)	\$ -	\$ -	\$ 14,119	\$ (18,524)
9	2027	72,771	\$ 0.1504	\$ 2,730	\$ 34,536	\$ 0.188	\$ 13,673	\$ 2,444	\$ 16,117	\$ (1,292)	\$ (517)	\$ -	\$ -	\$ 14,307	\$ (4,216)
10	2028	72,407	\$ 0.1541	\$ 2,784	\$ 37,320	\$ 0.193	\$ 13,944	\$ 2,444	\$ 16,389	\$ (1,325)	\$ (530)	\$ -	\$ -	\$ 14,534	\$ 10,318
11	2029	72,045	\$ 0.1580	\$ 2,840	\$ 40,160	\$ 0.197	\$ 14,222	\$ -	\$ 14,222	\$ (1,358)	\$ (544)	\$ -	\$ -	\$ 12,320	\$ 22,638
12	2030	71,685	\$ 0.1619	\$ 2,896	\$ 43,056	\$ 0.202	\$ 14,504	\$ -	\$ 14,504	\$ (1,392)	\$ (557)	\$ -	\$ -	\$ 12,555	\$ 35,193
13	2031	71,326	\$ 0.1660	\$ 2,954	\$ 46,010	\$ 0.207	\$ 14,792	\$ -	\$ 14,792	\$ (1,426)	\$ (571)	\$ -	\$ -	\$ 12,795	\$ 47,988
14	2032	70,970	\$ 0.1701	\$ 3,012	\$ 49,022	\$ 0.213	\$ 15,086	\$ -	\$ 15,086	\$ (1,462)	\$ (585)	\$ -	\$ -	\$ 13,039	\$ 61,027
15	2033	70,615	\$ 0.1744	\$ 3,072	\$ 52,095	\$ 0.218	\$ 15,386	\$ -	\$ 15,386	\$ (1,499)	\$ (600)	\$ (18,630)	\$ -	\$ (5,342)	\$ 55,685
16	2034	70,262	\$ 0.1787	\$ 3,133	\$ 55,228	\$ 0.223	\$ 15,692	\$ -	\$ 15,692	\$ (1,536)	\$ (615)	\$ -	\$ -	\$ 13,541	\$ 69,226
17	2035	69,911	\$ 0.1832	\$ 3,196	\$ 58,424	\$ 0.229	\$ 16,004	\$ -	\$ 16,004	\$ (1,575)	\$ (630)	\$ -	\$ -	\$ 13,799	\$ 83,025
18	2036	69,561	\$ 0.1878	\$ 3,259	\$ 61,683	\$ 0.235	\$ 16,322	\$ -	\$ 16,322	\$ (1,614)	\$ (646)	\$ -	\$ -	\$ 14,062	\$ 97,087
19	2037	69,213	\$ 0.1925	\$ 3,324	\$ 65,007	\$ 0.241	\$ 16,646	\$ -	\$ 16,646	\$ (1,654)	\$ (662)	\$ -	\$ -	\$ 14,330	\$ 111,417
20	2038	68,867	\$ 0.1973	\$ 3,390	\$ 68,397	\$ 0.247	\$ 16,977	\$ -	\$ 16,977	\$ (1,696)	\$ (679)	\$ -	\$ -	\$ 14,603	\$ 126,019
21	2039	68,523	\$ 0.2022	\$ 3,457	\$ 71,855	\$ 0.253	\$ 17,315	\$ -	\$ 17,315	\$ (1,738)	\$ (696)	\$ -	\$ -	\$ 14,881	\$ 140,900
22	2040	68,180	\$ 0.2073	\$ 3,526	\$ 75,381	\$ 0.259	\$ 17,659	\$ -	\$ 17,659	\$ (1,781)	\$ (713)	\$ -	\$ -	\$ 15,164	\$ 156,065
23	2041	67,839	\$ 0.2125	\$ 3,596	\$ 78,977	\$ 0.265	\$ 18,010	\$ -	\$ 18,010	\$ (1,826)	\$ (731)	\$ -	\$ -	\$ 15,453	\$ 171,517
24	2042	67,500	\$ 0.2178	\$ 3,668	\$ 82,645	\$ 0.272	\$ 18,368	\$ -	\$ 18,368	\$ (1,872)	\$ (749)	\$ -	\$ -	\$ 15,747	\$ 187,264
25	2043	67,163	\$ 0.2232	\$ 3,741	\$ 86,385	\$ 0.279	\$ 18,733	\$ -	\$ 18,733	\$ (1,918)	\$ (768)	\$ -	\$ -	\$ 16,046	\$ 203,311
Total		1,778,721		\$ 86,385			\$ 312,774	\$ 12,324	\$ 325,098	\$ (30,654)	\$ (12,274)	\$ (102,790)	\$ -	\$ 203,311	

- Outlier year - High market rates or additional savings b/c PPA billing was @ 30% of generation (caused by outage in solar log cell service)
- Input cell
- Actual Generation
- Based on 5 year average

Solar Log Generation Data

	2019	2020	2021	2022	2023
1 January	4,330	3,382	4,758	4,173	2,958
2 February	4,525	5,213	3,963	5,385	5,101
3 March	5,842	7,645	6,555	3,353	6,929
4 April	6,339	7,169	4,888	-	6,876
5 May	6,695	10,224	7,204	-	9,789
6 June	7,603	8,236	7,522	-	6,208
7 July	10,019	8,722	6,846	-	6,568
8 August	9,175	7,862	7,891	-	6,549
9 September	7,783	4,973	7,152	-	5,103
10 October	4,093	3,404	5,609	1,452	5,402
11 November	4,990	2,045	6,191	5,898	5,568
12 December	3,043	3,093	3,283	4,014	3,178
Total	74,436	71,968	71,863	24,275	70,228
PPA Rates	0.1265	0.1265	0.129	0.1316	0.1342
PPA Payments	\$ 9,416.19	\$ 9,103.99	\$ 9,270.33	\$ 3,194.54	\$ 9,424.61
PPA Discount	0.040	0.027	0.024	0.030	0.112

CMP Generation Data

	2019	2020	2021	2022	2023
Total Solar kWh	71,740	72,060	71,754	79,760	70,756
CMP Ave. SGS Rates	0.1663	0.1532	0.1535	0.1621	0.246257
NEB Credit Value	\$ 11,932	\$ 11,043	\$ 11,013	\$ 12,928	\$ 17,424
Less PPA Payments	\$ 9,416	\$ 9,104	\$ 9,270	\$ 3,195	\$ 9,425
Net (Savings to Town)	\$ 2,516	\$ 1,939	\$ 1,742	\$ 9,733	\$ 8,000

0.30434535

CMP Annual, Adjusted					
Solar	74,890	72,231	71,628	80,620	69,999
Total Usage	68,875	76,447	74,173	80,590	75,836

2024 2025 2026 2027 2028

0.1369 0.1396 0.1424 0.1453 0.1482
\$ - \$ - \$ - \$ - \$ -

2024	Average	Total
	73,214	366,070

0.1745

\$ 23,930

73,874	98.3%
75,184	

Deputy Clerk

From: Town admin
Sent: Thursday, February 1, 2024 11:45 AM
To: Deputy Clerk
Subject: Fw: Dredge Results for GCI consideration
Attachments: chebeague BD vs AD 2023.pdf; me_68_chb_20231120_ad_055_03avg_vol.pdf; me_68_chb_20231120_ad_055_plot.pdf

Chris,
Please print out the email and the attachments and include this in the packet for the dredging discussion.

Viktorija G. Wood

Town Administrator
192 North Road
Chebeague Island, ME 04017
Phone: 207-846-3148
townadmin@townofchebeagueisland.org
www.townofchebeagueisland.org

From: Macy, Jordan G CIV USARMY CENAE (USA) <Jordan.G.Macy@usace.army.mil>
Sent: Wednesday, January 17, 2024 4:12 PM
To: Town admin <townadmin@townofchebeagueisland.org>
Subject: Dredge Results for GCI consideration

Hello Vika,

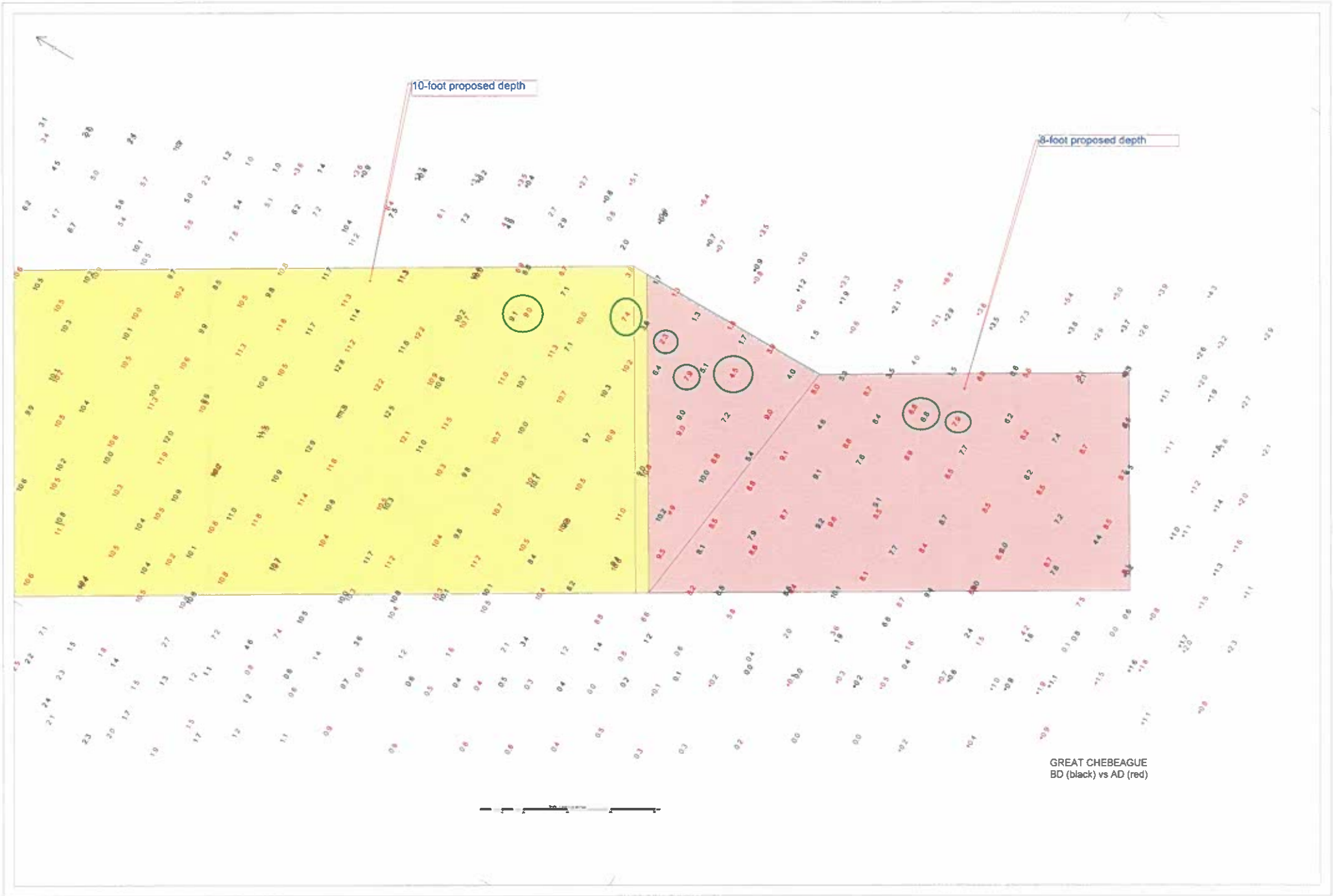
Attached are the dredge survey results (Before Dredge BD / After Dredge AD), dredge volumes, and the color plot of the Federal Navigation Project which I shared with you on our call last week.


These are all draft copies, and have not been reviewed for QA/QC yet, so there may be some minor changes still to come. However, this should give you what you need to present to the board on the dredge results as they stand now.

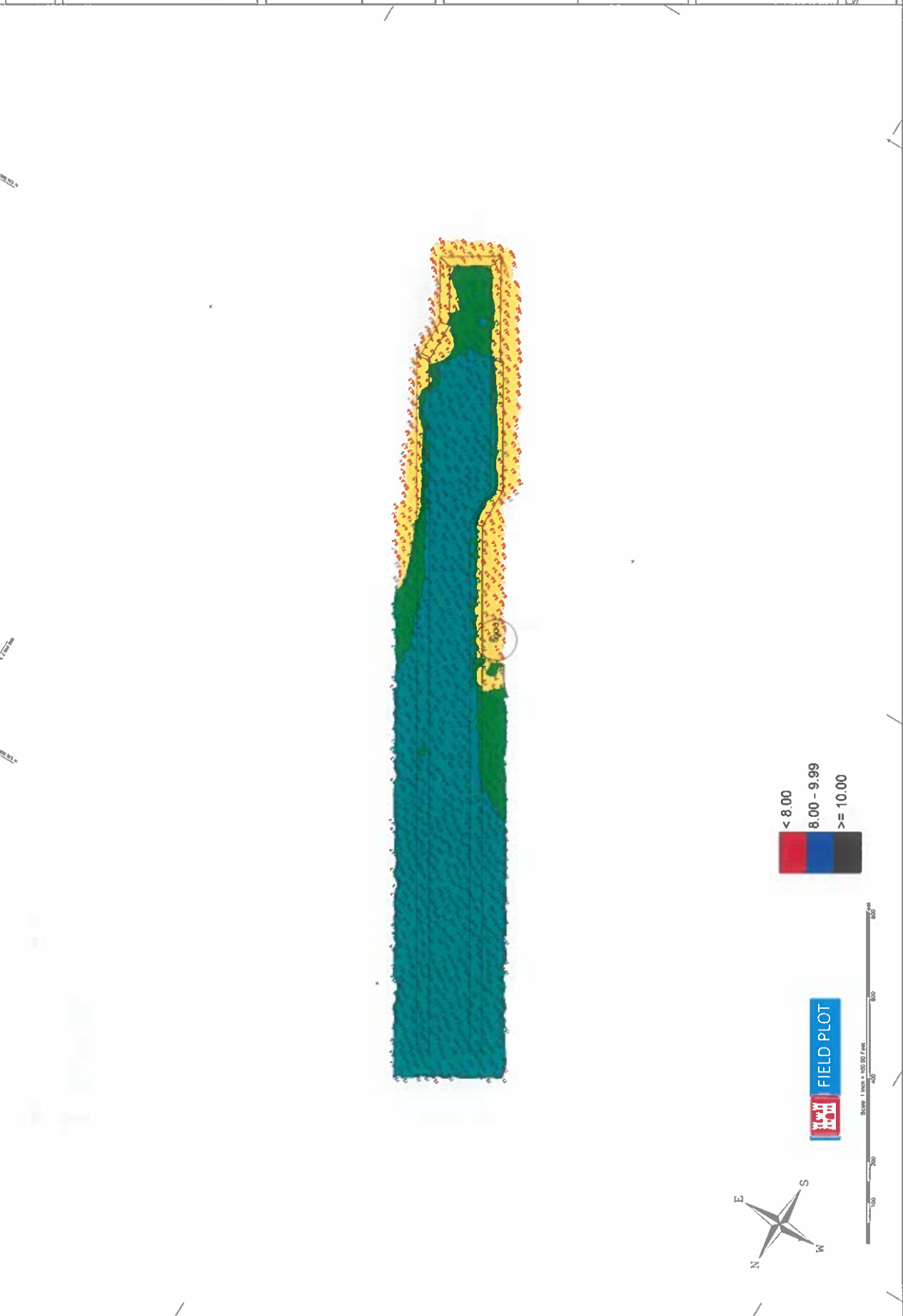
To recap, there are really two choices at this point:

1. Accept the dredge results as-is, and keep the authorized depths and dimensions of the Federal Navigation Project as-is, thereby maintaining the original intent of the project. Operation and Maintenance Dredging will be tasked with channel maintenance dredging in the future, when funds are available, and conditions dictate a need.
2. Accept the dredge results as-is, and revise the dimensions of the Federal Navigation Project to exclude the high points where hard digging was encountered, and convert the 8-foot turning basin to a 6.5-foot turning basin, and possible other revisions to the authorized depths and dimensions.

Please let me know how it goes with the selectboard.



 USACE - MAE	<small> This report was prepared by the United States Army Corps of Engineers, New England District, Great Chebogue Island, Vermont, under contract to the Vermont State Government. The United States Government is authorized to reproduce and distribute reprints for government purposes not withstanding any copyright notation that may appear hereon. The United States Government is authorized to reproduce and distribute reprints for government purposes not withstanding any copyright notation that may appear hereon. </small>	DATE OF SURVEY:	FIELD BOOKS:	CREW: H DRAKE & CREW VESSEL: KEEGAN	US ARMY CORPS OF ENGINEERS NEW ENGLAND DISTRICT GREAT CHEBOQUE ISLAND VERMONT	ENGINEERING PLANNING SURVEY SECTION DUNSMON	NEW ENGLAND DISTRICT GREAT CHEBOQUE ISLAND VERMONT NAVIGATION IMPROVEMENT PROJECT AFTER OREDOGE SURVEY	SHEET IDENTIFICATION VY-101 SHEET 1 OF 1
		DATES OF SURVEY:	SCALE:	CORRECTIONALTY: S 34 BASE S'14 CORRECT 2017 DATUM: NAD 83 ME WEST 1802 MALTW SYSTEM: RESON TMAP	CONCORD: MA 01742	10 FT CHANNEL AND 8 FT 10.1 FT OD		



SHEET 1 OF 1

UH-01

SHEET IDENTIFICATION

NEW ENGLAND DISTRICT
GREAT CHEBROQUE ISLAND
YARBOURTH MAINE
NAVIGATION IMPROVEMENT PROJECT
LOAN COVERAGE
10 FT CHANNEL AND 8 FT 10 1/2 FT OD

US ARMY CORPS OF ENGINEERS
NEW ENGLAND DISTRICT
CONCORD, MA 01742
ENGINEERING NUMBER
DIVISION
SURVEY SECTION
CEMAE-EP-03

CREW: N DRAKE & CREW
VESSEL: RESOUM T100P
SYSTEM: RESOUM T100P
DATE: MAR 20 2012
CORRECTION: 0.24

FIELD BOOKS:
SCALE: 1" = 100'
DATES OF SURVEY:
SCORING: 100%
DATE: 03-20-12

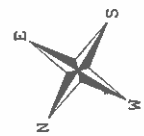
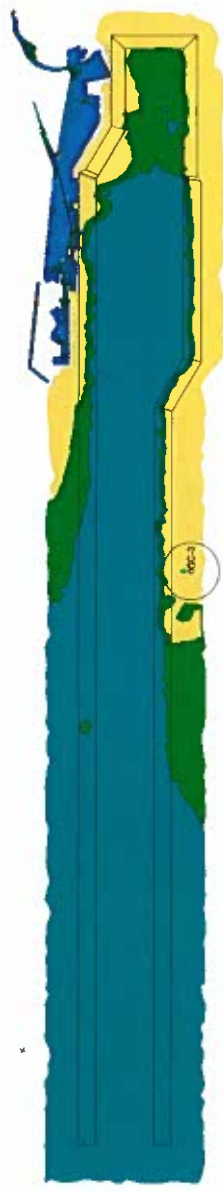
US ARMY CORPS OF ENGINEERS
NEW ENGLAND DISTRICT
CONCORD, MA 01742
ENGINEERING NUMBER
DIVISION
SURVEY SECTION
CEMAE-EP-03
PROJECT NAME
GREAT CHEBROQUE ISLAND
YARBOURTH MAINE
NAVIGATION IMPROVEMENT PROJECT
LOAN COVERAGE
10 FT CHANNEL AND 8 FT 10 1/2 FT OD



100'

100'

100'



USACE FIELD PLOT

Scale: 1 inch = 100.00 Feet