



Town of Chebeague Island

To: Chair of the Select Board, Robert Earnest

From: Viktoria G. Wood, Town Administrator

Date: May 31, 2024

RE: Town Administrators Report

The Town Administrator Report is intended as an update to the Board and public about what is taking place and information that is important to know. Below are some of the things in the past 2 weeks that have taken place, I have tended to or helpful information to know.

Town Meeting is coming up. Saturday, June 8th 9AM at the Hall. On Wednesday, May 31, 2024, the Selectboard held an emergency selectboard meeting to add an additional warrant article to the warrant. The warrant article is Article 63; *To see if the Town will vote to appropriate up to \$15,000 from Undesignated Fund Balance to cover overdraft in the Administrative and Selectboard Account 1300 for Fiscal Year 2024.* The warrant was updated, signed, and posted in the necessary timeframe required by the state statute.

The Election will take place on Tuesday June 11th 8AM-8PM at the Hall. There are 3 candidates running for 3 Selectboard seats. There are also 2 School Board seats that no one is running for. If anyone is interested in running, they will need to be a write in. If there is anyone that is planning to, please let me know.

Office Closures/Board Meetings- On Wednesday, June 19th the Town Office will be closed for Juneteenth. That evening is a regularly scheduled board meeting. In place of this meeting, can an orientation be scheduled for another date? This will be an agenda item this evening.

On Thursday, July 4th, the Town Office will be closed for Independence Day. If the board is in support of it, I would like to close Friday July 5th as well and allow employees to have a long weekend. That week we would be open on Monday, Tuesday, and Wednesday.

Typically, the Board only holds one meeting in the month of July and August. Does the board have thoughts on whether you want to do that this year or do you feel like there is too much going on and we need to keep the 2 meetings a month? I am not opposed to having 2 meetings a month but I do think it's important to allow this time to not be bogged down with meetings like you are during the budget season so I would discourage you from adding any additional ones past 2 regular meetings.

FEMA- The Town now has a FEMA representative, Joo Peck, who I have been working with for the last 2 weeks on gathering the necessary information FEMA needs from the January 9-13th storms. I need to get the rest of the information to him by June 12th. On June 14th there will be a Recovery Scoping Meeting on the Island. I do not yet know how many, but FEMA representatives will be coming to the island. The objective is to Discuss the damage inventory, identify what is needed for documentation, visit the areas, and develop program delivery plan.

On April 24th we learned that President Biden has assigned the FEMA disaster declaration from the April storm. I do not know that the town had specific damage from that storm to submit for reimbursement. There has been ongoing erosion in several locations, but it may be difficult to prove or submit anything for the April storm.

Intern- I heard back from GPCOG and unfortunately, they did not have enough interns and Chebeague was not a chosen town.

Survey Work on Town Roads- Last week I met with John Schwanda, the surveyor who has been hired for several projects for the town. We drove to East Shore Drive, South Shore Drive and Jenks Rd so he could visually see and have a better understanding of the town's needs for having those roads surveyed. A stop was also made where he was able to get what he needed for the survey to be completed for the drainage work that needs to be done on South Rd near Fenderson Rd.



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To: Chair of the Select Board, Robert Earnest

From: Viktoria G. Wood, Town Administrator

Date: June 1, 2024

RE: Stone Wharf Memo

Last week I met with the Public Works crew at Stone Wharf, and we walked the entire facility and determined the work that is needed.

Starting Monday June 3, 2024, Public Works will prioritize the needed repair work at Stone Wharf. The intent behind doing this in the first week of June is because a section of the parking is closed off to fisherman. This will allow the crew better access to some of the most damaged areas. The repair work will begin in the No Parking in June/November area. Holes will be cleaned out and filled with cold patch. The goal is to get this area complete and accessible to the fisherman before anyone starts using that space. Once that area is complete, the crew will work their way around the wharf and complete some of the following work:

- Fill any holes with cold patch including the large sinking near the top of the ramp.
- Clean up the bike rack and make it accessible on both sides. If people have unattended bikes there, please remove them.
- Put up needed sign(s)
- Place telephone poles against the edge of some spots to prevent from cars going in the water in some areas.
- Update yellow and white lines.



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May 2024

Monthly Report

This month we Mowed and weed wacked all the right away to shore paths. We fixed the right of way to shore at Central landing and we ditched the side of the road so rain water will go in culvert instead of washing out the road. Put out 8 barricades on South Shore drive and we have ordered 5 more to finish. We dragged and rolled most of the gravel roads and will finish soon. Met with town TA to talk about storm damage repair at Stone Pier starting June 3rd. Cut tree at East Shore DR and pushed root ball back down to protect the banking. Set up a sprinkler at the Town office to get grass to grow from work done there. We mixed up some road gravel and reclaim to be ready to put gravel on the roads when time allows us too. Got Chandlers all mowed and weed wacked at the memorial for the weekend holiday. We removed wooden bridge at Chandlers path because it was in the way and is not needed any more because storm filled in the drain that it went over. Started bush hogging the island at sunset and lovers lane off of Roses Point.

Thanks

Public Works

