



Town of Chebeague Island

To: Chair of the Select Board, Robert Earnest

From: Viktoria G. Wood, Town Administrator

Date: November 27, 2024

RE: Town Administrator Report

Committee Members Needed- BOAA needs 2 volunteers. The Transfer Station needs at least one volunteer. The Planning Board needs 1 volunteer.

South Shore Drive- We met with GEI, and they have agreed to provide the town with a proposal. The goal is to have it by December 13th so the board can discuss and vote at the December 18th board meeting. GEI will provide the town with a alternatives analysis as well as a short term.

Barging- We are working to set up a meeting with GEI early in January to present the findings about towns' barging options. Once that date is set, it will be advertised, and we will have the report available to the public well before the meeting date to allow people to read through it.

The planks will be removed on December 10th. If due to weather or other unforeseen circumstances that date will not work, then the planks will be removed the following day. Paul Demers, CEO, will be there along with me to document the process. I did work with Lionell to try to get them removed on the 3rd but the tides were not favorable for that to happen.

Respectfully submitted,
Viktoria Wood



Town of Chebeague Island

To: Chair of the Select Board, Robert Earnest

From: Viktoria G. Wood, Town Administrator

Date: November 27, 2024

RE: Treasurers Report

Andrew and I worked on the bank reconciliation but with the short holiday week we were unable to finish it. We do have some discrepancies that we are trying to figure out. The timing is also such that we will not have the November reserve account statement in time for the meeting. Having said that, I still wanted to provide you with the information that we do have and are able to share. Apart from having the exact dollar amount in the checking account, what you are being provided with is all the same information you would typically get if the reconciliation was complete.

Attached you will find the YTD expense and revenue report as well as the most recent reserve account statement, October 2024.

Currently as things stand, the budget is in a good place and at this point I have no concerns. With the dramatic transition in employees and outsourcing some of the work that needed to be done, departments are still in a good standing. Revenue continues to be strong. Code Enforcement Fees and Solid Waste fees are among the highest revenues we have seen. Considering these departments have grown in expense, it is expected to see those revenues climb.

Looking at the Machias Savings report, you will see that there is a lot of shifting of money taking place out of the reserve accounts. The deposits are the sum of money that was voted at the town meeting for each reserve account. I wait until tax revenue comes in to move the money from checking to the reserve account, still allowing for a strong balance in the checking account. This statement is a good reflection of the funds the town has in reserve accounts. There are a couple accounts such as vehicles, barges and ramps and fire department that have yet to have funds withdrawn. I have a good understanding of the account balances and if any additional withdrawals are needed.

Respectfully submitted,
Viktoria Wood

Exp / Rev Summary Report

ALL Departments
ALL Months

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	2,336.00	2,336.00	2,664.00	46.72
303 EXCISE TAX	122,000.00	59,446.77	59,446.77	62,553.23	48.73
304 BOAT EXCISE	8,000.00	1,237.20	1,237.20	6,762.80	15.47
305 INT & PEN	4,500.00	2,809.42	2,809.42	1,690.58	62.43
307 LIEN COST	0.00	76.65	76.65	-76.65	0.00
308 ABATEMENTS	0.00	-420.75	-420.75	420.75	0.00
311 HUNT&FISH	0.00	40.00	40.00	-40.00	0.00
312 MARRIAGE LIC	0.00	98.00	98.00	-98.00	0.00
314 DEATH CERT	0.00	18.60	18.60	-18.60	0.00
315 CLERK LIC	0.00	12.00	12.00	-12.00	0.00
316 SHELLFSH LIC	1,500.00	435.00	435.00	1,065.00	29.00
326 TAX COMMIT	3,528,848.00	3,538,166.30	3,538,166.30	-9,318.30	100.26
327 HOMEST REIMB	0.00	20,456.00	20,456.00	-20,456.00	0.00
328 VETERAN EXEM	0.00	80.00	80.00	-80.00	0.00
330 TREE GROWTH	0.00	1,230.47	1,230.47	-1,230.47	0.00
331 REV SHARING	41,255.00	16,512.77	16,512.77	24,742.23	40.03
351 POLICE FINES	0.00	1,180.00	1,180.00	-1,180.00	0.00
364 GROWTH PERM	0.00	200.00	200.00	-200.00	0.00
366 BLDG PERMITS	15,000.00	14,167.33	14,167.33	832.67	94.45
367 ELEC PERMITS	1,500.00	899.90	899.90	600.10	59.99
368 PLUMB PRMITS	2,500.00	962.50	962.50	1,537.50	38.50
369 OTHER PERMIT	500.00	1,500.00	1,500.00	-1,000.00	300.00
378 EDUC-AID	67,428.00	11,237.92	11,237.92	56,190.08	16.67
379 INT INCOME	5,000.00	5,683.62	5,683.62	-683.62	113.67
390 MISC REVENUE	0.00	1,445.73	1,445.73	-1,445.73	0.00
395 UF TRANSFER	250,000.00	0.00	0.00	250,000.00	0.00
401 DOG REVENUE	0.00	34.00	34.00	-34.00	0.00
403 MOORING FEES	7,200.00	4,550.00	4,550.00	2,650.00	63.19
411 DOT REV URIP	14,880.00	0.00	0.00	14,880.00	0.00
418 CI S/WASTE	30,000.00	29,083.26	29,083.26	916.74	96.94
500 RENT MOORING	500.00	400.00	400.00	100.00	80.00
501 ST/WHF PMT	8,600.00	650.00	650.00	7,950.00	7.56
502 TRANS TIEFEE	2,500.00	3,213.81	3,213.81	-713.81	128.55
512 Copy Fee Rev	0.00	140.00	140.00	-140.00	0.00
Revenue Total	4,116,711.00	3,717,882.50	3,717,882.50	398,828.50	90.31
E X P E N S E S					
1000 Wages - F/T	233,626.00	74,950.23	74,950.23	158,675.77	32.08
1010 Wages - P/T	3,120.00	9,896.50	9,896.50	-6,776.50	317.20
1110 Elected Off.	6,000.00	4,250.00	4,250.00	1,750.00	70.83
1300 Bank Fees	300.00	117.89	117.89	182.11	39.30
2010 Gasoline	1,000.00	284.36	284.36	715.64	28.44
2030 Telephone	3,400.00	1,748.08	1,748.08	1,651.92	51.41
2041 Technology	33,000.00	22,116.24	22,116.24	10,883.76	67.02
3010 Advertising	900.00	0.00	0.00	900.00	0.00
3140 Member Dues	3,700.00	810.00	810.00	2,890.00	21.89
3160 Misc. Exp.	450.00	0.00	0.00	450.00	0.00
3202 Janitorial	250.00	200.63	200.63	49.37	80.25
3210 Postage	2,000.00	564.85	564.85	1,435.15	28.24
3220 Printing	1,800.00	982.29	982.29	817.71	54.57
3250 Reg of Deeds	250.00	51.00	51.00	199.00	20.40
3300 Office Supp.	4,000.00	1,538.27	1,538.27	2,461.73	38.46
3335 Travel	3,000.00	728.22	728.22	2,271.78	24.27
3405 Hall Rental	4,000.00	4,000.00	4,000.00	0.00	100.00

Exp / Rev Summary Report

ALL Departments
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
1300 Admn/Select CONT'D					
4000 Bldg Maint	1,500.00	240.55	240.55	1,259.45	16.04
4010 Equip Rental	1,000.00	448.93	448.93	551.07	44.89
5000 Contr. Svcs	15,000.00	3,627.09	3,627.09	11,372.91	24.18
5010 Auditing	17,250.00	10,800.00	10,800.00	6,450.00	62.61
5240 Training	1,500.00	426.25	426.25	1,073.75	28.42
Expense Total	337,046.00	137,781.38	137,781.38	199,264.62	40.88
Net Profit / (Loss)	3,779,665.00	3,580,101.12	3,580,101.12	(199,563.88)	
1400 Assessor					
E X P E N S E S					
3250 Reg of Deeds	250.00	90.00	90.00	160.00	36.00
3335 Travel	0.00	84.20	84.20	-84.20	0.00
3390 Assess Maps	1,800.00	0.00	0.00	1,800.00	0.00
5000 Contr. Svcs	12,600.00	5,000.00	5,000.00	7,600.00	39.68
Expense Total	14,650.00	5,174.20	5,174.20	9,475.80	35.32
Net Profit / (Loss)	(14,650.00)	(5,174.20)	(5,174.20)	9,475.80	
1650 Elect/Bd Reg					
E X P E N S E S					
1010 Wages - P/T	1,000.00	625.25	625.25	374.75	62.53
5240 Training	0.00	0.00	0.00	0.00	0.00
Expense Total	1,000.00	625.25	625.25	374.75	62.53
Net Profit / (Loss)	(1,000.00)	(625.25)	(625.25)	374.75	
1700 Planning					
E X P E N S E S					
1070 G.I.S.	550.00	700.00	700.00	-150.00	127.27
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	4,075.00	700.00	700.00	3,375.00	17.18
Net Profit / (Loss)	(4,075.00)	(700.00)	(700.00)	3,375.00	
1900 Legal Svcs					
E X P E N S E S					
5540 Gen. Admin.	23,000.00	4,500.00	4,500.00	18,500.00	19.57
Expense Total	23,000.00	4,500.00	4,500.00	18,500.00	19.57
Net Profit / (Loss)	(23,000.00)	(4,500.00)	(4,500.00)	18,500.00	
2100 Law Enf Svcs					
E X P E N S E S					
1000 Wages - F/T	0.00	0.00	0.00	0.00	0.00
1010 Wages - P/T	8,910.00	3,406.62	3,406.62	5,503.38	38.23
2010 Gasoline	1,400.00	1,064.02	1,064.02	335.98	76.00
3335 Travel	1,300.00	74.80	74.80	1,225.20	5.75
5000 Contr. Svcs	41,800.00	41,656.36	41,656.36	143.64	99.66

Exp / Rev Summary Report

ALL Departments
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
Expense Total	53,410.00	46,201.80	46,201.80	7,208.20	86.50
Net Profit / (Loss)	(53,410.00)	(46,201.80)	(46,201.80)	7,208.20	

2200 Fire Rescue

EXPENSES

1010 Wages - P/T	52,750.00	14,678.62	14,678.62	38,071.38	27.83
1135 Stipend	21,300.00	0.00	0.00	21,300.00	0.00
2000 Electricity	3,000.00	831.19	831.19	2,168.81	27.71
2010 Gasoline	750.00	0.00	0.00	750.00	0.00
2020 Heating Fuel	5,500.00	2,633.28	2,633.28	2,866.72	47.88
2030 Telephone	3,000.00	2,143.02	2,143.02	856.98	71.43
2041 Technology	2,610.00	0.00	0.00	2,610.00	0.00
2080 Diesel	550.00	0.00	0.00	550.00	0.00
3040 Equip Maint	18,600.00	24,675.99	24,675.99	-6,075.99	132.67
3140 Member Dues	2,470.00	0.00	0.00	2,470.00	0.00
3200 F/R Supplies	6,000.00	2,607.06	2,607.06	3,392.94	43.45
3202 Janitorial	65.00	0.00	0.00	65.00	0.00
3335 Travel	3,000.00	987.50	987.50	2,012.50	32.92
3350 Uniforms	250.00	0.00	0.00	250.00	0.00
4000 Bldg Maint	4,000.00	755.75	755.75	3,244.25	18.89
5000 Contr. Svcs	13,200.00	3,165.34	3,165.34	10,034.66	23.98
5240 Training	7,000.00	0.00	0.00	7,000.00	0.00
6110 Radio/Tele	7,500.00	7,545.90	7,545.90	-45.90	100.61
6230 Apparel/Gear	1,500.00	3,655.04	3,655.04	-2,155.04	243.67
Expense Total	153,045.00	63,678.69	63,678.69	89,366.31	41.61
Net Profit / (Loss)	(153,045.00)	(63,678.69)	(63,678.69)	89,366.31	

2400 Code Enf.

EXPENSES

1010 Wages - P/T	50,000.00	17,490.64	17,490.64	32,509.36	34.98
2030 Telephone	900.00	50.00	50.00	850.00	5.56
2041 Technology	5,000.00	1,664.09	1,664.09	3,335.91	33.28
3140 Member Dues	100.00	45.00	45.00	55.00	45.00
3240 Publications	1,500.00	0.00	0.00	1,500.00	0.00
5240 Training	250.00	0.00	0.00	250.00	0.00
Expense Total	57,750.00	19,249.73	19,249.73	38,500.27	33.33
Net Profit / (Loss)	(57,750.00)	(19,249.73)	(19,249.73)	38,500.27	

2500 Harbor Shell

EXPENSES

1010 Wages - P/T	28,416.00	9,116.16	9,116.16	19,299.84	32.08
2010 Gasoline	600.00	0.00	0.00	600.00	0.00
2030 Telephone	300.00	125.00	125.00	175.00	41.67
2041 Technology	1,085.00	0.00	0.00	1,085.00	0.00
3120 Marine Supp	500.00	326.88	326.88	173.12	65.38
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	31,951.00	9,568.04	9,568.04	22,382.96	29.95
Net Profit / (Loss)	(31,951.00)	(9,568.04)	(9,568.04)	22,382.96	

Exp / Rev Summary Report

ALL Departments
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
2600 Animal Cont. CONT'D					
2600 Animal Cont.					
E X P E N S E S					
1010 Wages - P/T	3,200.00	800.00	800.00	2,400.00	25.00
2030 Telephone	300.00	125.00	125.00	175.00	41.67
3160 Misc. Exp.	100.00	0.00	0.00	100.00	0.00
3290 Shelter	500.00	291.06	291.06	208.94	58.21
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	1,216.06	1,216.06	3,633.94	25.07
Net Profit / (Loss)	(4,850.00)	(1,216.06)	(1,216.06)	3,633.94	

3100 Public Srvcs

E X P E N S E S					
1000 Wages - F/T	97,470.00	33,190.50	33,190.50	64,279.50	34.05
1010 Wages - P/T	3,500.00	1,076.61	1,076.61	2,423.39	30.76
1020 Overtime	5,000.00	0.00	0.00	5,000.00	0.00
2000 Electricity	2,000.00	855.62	855.62	1,144.38	42.78
2010 Gasoline	3,000.00	379.22	379.22	2,620.78	12.64
2020 Heating Fuel	3,200.00	0.00	0.00	3,200.00	0.00
2030 Telephone	1,000.00	457.24	457.24	542.76	45.72
2041 Technology	610.00	0.00	0.00	610.00	0.00
2080 Diesel	8,000.00	-250.92	-250.92	8,250.92	-3.14
3040 Equip Maint	17,000.00	2,478.16	2,478.16	14,521.84	14.58
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	0.00	200.00	0.00
3335 Travel	2,800.00	654.80	654.80	2,145.20	23.39
3350 Uniforms	800.00	0.00	0.00	800.00	0.00
4000 Bldg Maint	2,000.00	0.00	0.00	2,000.00	0.00
4010 Equip Rental	0.00	4,103.10	4,103.10	-4,103.10	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	12,000.00	0.00	0.00	12,000.00	0.00
4640 Sand & Salt	8,000.00	0.00	0.00	8,000.00	0.00
4645 Street Signs	500.00	220.13	220.13	279.87	44.03
5000 Contr. Svcs	3,000.00	5,626.00	5,626.00	-2,626.00	187.53
5020 Barging	16,000.00	1,170.00	1,170.00	14,830.00	7.31
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	1,500.00	0.00	0.00	1,500.00	0.00
6120 Safety Equip	500.00	915.52	915.52	-415.52	183.10
Expense Total	195,280.00	50,875.98	50,875.98	144,404.02	26.05
Net Profit / (Loss)	(195,280.00)	(50,875.98)	(50,875.98)	144,404.02	

3200 Solid Waste

E X P E N S E S					
1010 Wages - P/T	45,000.00	15,762.88	15,762.88	29,237.12	35.03
2000 Electricity	1,100.00	462.26	462.26	637.74	42.02
2030 Telephone	940.00	332.24	332.24	607.76	35.34
3040 Equip Maint	2,000.00	622.71	622.71	1,377.29	31.14

Exp / Rev Summary Report

ALL Departments
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
3200 Solid Waste CONT'D					
3202 Janitorial	400.00	30.75	30.75	369.25	7.69
3350 Uniforms	250.00	0.00	0.00	250.00	0.00
4000 Bldg Maint	750.00	139.32	139.32	610.68	18.58
4655 Chipping Bru	22,582.00	1,989.70	1,989.70	20,592.30	8.81
5020 Barging	52,000.00	32,330.00	32,330.00	19,670.00	62.17
5110 Hauling	95,000.00	35,727.10	35,727.10	59,272.90	37.61
5120 Landfill Mon	11,280.00	379.00	379.00	10,901.00	3.36
5130 Haz Waste	6,000.00	4,351.63	4,351.63	1,648.37	72.53
5240 Training	1,000.00	115.00	115.00	885.00	11.50
5251 Sanitation	3,500.00	1,200.00	1,200.00	2,300.00	34.29
Expense Total	241,802.00	93,442.59	93,442.59	148,359.41	38.64
Net Profit / (Loss)	(241,802.00)	(93,442.59)	(93,442.59)	148,359.41	
4400 Misc-MainInd					
E X P E N S E S					
9110 ..	24,853.00	24,853.00	24,853.00	0.00	100.00
Expense Total	24,853.00	24,853.00	24,853.00	0.00	100.00
Net Profit / (Loss)	(24,853.00)	(24,853.00)	(24,853.00)	(0.00)	
4600 Contribution					
E X P E N S E S					
3150 Library	25,000.00	12,500.00	12,500.00	12,500.00	50.00
3151 Comm Center	37,200.00	18,600.00	18,600.00	18,600.00	50.00
3164 VNA	1,646.00	1,250.00	1,250.00	396.00	75.94
3166 Isl. Council	7,000.00	7,000.00	7,000.00	0.00	100.00
3167 Recreation	59,500.00	29,750.00	29,750.00	29,750.00	50.00
3168 CRC-Kids Pla	30,000.00	15,000.00	15,000.00	15,000.00	50.00
3169 Island Comm	10,000.00	10,000.00	10,000.00	0.00	100.00
Expense Total	170,346.00	94,100.00	94,100.00	76,246.00	55.24
Net Profit / (Loss)	(170,346.00)	(94,100.00)	(94,100.00)	76,246.00	
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	500.00	1,500.00	25.00
Expense Total	2,000.00	500.00	500.00	1,500.00	25.00
Net Profit / (Loss)	(2,000.00)	(500.00)	(500.00)	1,500.00	
6200 Cemetery					
E X P E N S E S					
1010 Wages - P/T	6,350.00	3,297.16	3,297.16	3,052.84	51.92
2010 Gasoline	250.00	99.15	99.15	150.85	39.66
3040 Equip Maint	500.00	0.00	0.00	500.00	0.00

Exp / Rev Summary Report

ALL Departments
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
6200 Cemetery CONT'D					
3140 Member Dues	50.00	0.00	0.00	50.00	0.00
3163 Cemetery Gen	600.00	242.99	242.99	357.01	40.50
5000 Contr. Svcs	6,000.00	375.00	375.00	5,625.00	6.25
5240 Training	150.00	0.00	0.00	150.00	0.00
Expense Total	13,900.00	4,014.30	4,014.30	9,885.70	28.88
Net Profit / (Loss)	(13,900.00)	(4,014.30)	(4,014.30)	9,885.70	

6900 Debt Service

E X P E N S E S

6500 MBB Interest	10,625.00	0.00	0.00	10,625.00	0.00
6510 MBBPrincipal	185,852.00	185,582.00	185,582.00	270.00	99.85
6511 MMBSchInt	34,245.00	17,122.14	17,122.14	17,122.86	50.00
6512 MMBSchPrin	80,250.00	80,250.00	80,250.00	0.00	100.00
6516 PlowTrkInter	833.00	416.43	416.43	416.57	49.99
6517 PlowTrkPrinc	20,667.00	20,666.67	20,666.67	0.33	100.00
6520 MMBrdbdInt	39,795.00	18,622.05	18,622.05	21,172.95	46.79
6521 MMBrdbdPrinc	38,342.00	38,443.40	38,443.40	-101.40	100.26
6550 MMBDrdgeInt	6,928.00	3,837.50	3,837.50	3,090.50	55.39
6551 MMBDrdgePrin	41,668.00	41,666.67	41,666.67	1.33	100.00
Expense Total	459,205.00	406,606.86	406,606.86	52,598.14	88.55
Net Profit / (Loss)	(459,205.00)	(406,606.86)	(406,606.86)	52,598.14	

7500 Benef/Insur.

E X P E N S E S

1015 Pay Raises	10,000.00	0.00	0.00	10,000.00	0.00
1210 Health/Life	103,703.00	28,357.88	28,357.88	75,345.12	27.35
1220 FICA / MED	38,971.00	14,019.34	14,019.34	24,951.66	35.97
1230 ICMA-Retire	12,675.00	0.00	0.00	12,675.00	0.00
1270 Unemployment	2,500.00	390.00	390.00	2,110.00	15.60
1280 Workers Comp	14,000.00	4,510.80	4,510.80	9,489.20	32.22
3060 Liabil. Ins	22,542.00	17,568.50	17,568.50	4,973.50	77.94
Expense Total	204,391.00	64,846.52	64,846.52	139,544.48	31.73
Net Profit / (Loss)	(204,391.00)	(64,846.52)	(64,846.52)	139,544.48	

8000 School

R E V E N U E S

800 Ed Lunch Fee	5,000.00	0.00	0.00	5,000.00	0.00
805 Sch UF Trans	20,000.00	0.00	0.00	20,000.00	0.00
807 Misc Sch Rev	0.00	0.00	0.00	0.00	0.00
Revenue Total	25,000.00	0.00	0.00	25,000.00	0.00

E X P E N S E S

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	107,923.00	107,263.54	107,263.54	659.46	99.39
Expense Total	117,923.00	107,263.54	107,263.54	10,659.46	90.96
Net Profit / (Loss)	(92,923.00)	(107,263.54)	(107,263.54)	(14,340.54)	

8001 System Admin

E X P E N S E S

Exp / Rev Summary Report

ALL Departments
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
8001 System Admin CONT'D					
8101 Sup. Sal	70,000.00	29,615.30	29,615.30	40,384.70	42.31
8102 Sec. Sal	15,300.00	6,005.44	6,005.44	9,294.56	39.25
8103 Health Ins	16,676.00	6,809.27	6,809.27	9,866.73	40.83
8104 FICA/Med	5,315.00	2,624.93	2,624.93	2,690.07	49.39
8106 Work Comp	4,000.00	0.00	0.00	4,000.00	0.00
8107 Conf/Train	1,500.00	179.00	179.00	1,321.00	11.93
8110 Comm/Phone	2,500.00	2,823.31	2,823.31	-323.31	112.93
8111 Postage	400.00	367.58	367.58	32.42	91.90
8112 Advertising	700.00	33.00	33.00	667.00	4.71
8113 Printing	500.00	500.00	500.00	0.00	100.00
8114 Copier Sup	300.00	39.82	39.82	260.18	13.27
8115 Equip/Softwre	300.00	92.44	92.44	207.56	30.81
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	3,500.00	2,488.20	2,488.20	1,011.80	71.09
8120 Ins	3,400.00	2,785.00	2,785.00	615.00	81.91
8121 Dues&Fees	500.00	261.00	261.00	239.00	52.20
8122 Misc	800.00	370.26	370.26	429.74	46.28
8124 Unem Comp	2,000.00	0.00	0.00	2,000.00	0.00
Expense Total	129,083.00	54,994.55	54,994.55	74,088.45	42.60
Net Profit / (Loss)	(129,083.00)	(54,994.55)	(54,994.55)	74,088.45	

8002 School Admin

EXPENSES

8202 Secr. Sal	15,300.00	6,005.66	6,005.66	9,294.34	39.25
8203 Health Ins	11,676.00	2,918.27	2,918.27	8,757.73	24.99
8204 FICA/Med	1,171.00	352.19	352.19	818.81	30.08
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	500.00	165.00	165.00	335.00	33.00
8210 Supplies	300.00	275.33	275.33	24.67	91.78
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	500.00	450.00	450.00	50.00	90.00
Expense Total	30,497.00	10,166.45	10,166.45	20,330.55	33.34
Net Profit / (Loss)	(30,497.00)	(10,166.45)	(10,166.45)	20,330.55	

8003 Elementary

EXPENSES

8300 Pre-K Prog.	0.00	0.00	0.00	0.00	0.00
8301 K-2 Tch Sal	86,431.00	15,313.65	15,313.65	71,117.35	17.72
8302 3-5 Tch Sal	103,781.00	18,265.58	18,265.58	85,515.42	17.60
8303 Ed-TechSal	23,929.00	7,362.80	7,362.80	16,566.20	30.77
8304 Temp Sal	2,000.00	0.00	0.00	2,000.00	0.00
8305 Healt Ins	29,190.00	7,782.02	7,782.02	21,407.98	26.66
8306 FICA/Med	12,678.00	1,308.07	1,308.07	11,369.93	10.32
8309 AssessmtTest	500.00	0.00	0.00	500.00	0.00
8310 GenSupplies	5,000.00	5,497.92	5,497.92	-497.92	109.96
8311 Travel Reimb	750.00	0.00	0.00	750.00	0.00
8312 Books & Per	1,500.00	1,074.15	1,074.15	425.85	71.61

Exp / Rev Summary Report

ALL Departments
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
8003 Elementary CONT'D					
8313 AudioVisual	500.00	234.00	234.00	266.00	46.80
8318 MS Tuition	45,726.00	32,111.63	32,111.63	13,614.37	70.23
8319 Second Tuit	214,258.00	99,750.90	99,750.90	114,507.10	46.56
Expense Total	526,243.00	188,700.72	188,700.72	337,542.28	35.86
Net Profit / (Loss)	(526,243.00)	(188,700.72)	(188,700.72)	337,542.28	

8004 Support

E X P E N S E S

8401 CourseReimb	6,396.00	6,443.50	6,443.50	-47.50	100.74
8402 OtherProServ	1,000.00	0.00	0.00	1,000.00	0.00
8403 OthrProfSvcs	4,000.00	0.00	0.00	4,000.00	0.00
8404 Tech Equip	500.00	0.00	0.00	500.00	0.00
8405 OtherPurServ	1,000.00	0.00	0.00	1,000.00	0.00
8406 Software	1,000.00	0.00	0.00	1,000.00	0.00
8407 Repair	200.00	0.00	0.00	200.00	0.00
8408 Reg Stipnd	19,500.00	7,280.00	7,280.00	12,220.00	37.33
8409 FICA/Med	1,155.00	512.57	512.57	642.43	44.38
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	0.00	0.00	100.00	0.00
Expense Total	35,451.00	14,236.07	14,236.07	21,214.93	40.16
Net Profit / (Loss)	(35,451.00)	(14,236.07)	(14,236.07)	21,214.93	

8005 SPED

E X P E N S E S

8501 Teach Sal	64,444.00	21,764.68	21,764.68	42,679.32	33.77
8502 FICA/Med	5,232.00	1,762.29	1,762.29	3,469.71	33.68
8503 Ed Tech	23,929.00	3,681.40	3,681.40	20,247.60	15.38
8504 Worker Comp	500.00	0.00	0.00	500.00	0.00
8506 OtherProServ	42,800.00	3,838.75	3,838.75	38,961.25	8.97
8507 ExtYr Prog	6,460.00	1,450.00	1,450.00	5,010.00	22.45
8508 Supplies	250.00	0.00	0.00	250.00	0.00
8509 TestSupplies	250.00	0.00	0.00	250.00	0.00
8510 Books & Per	100.00	0.00	0.00	100.00	0.00
8515 Healt Ins	17,514.00	2,918.27	2,918.27	14,595.73	16.66
8518 SpEd MSTuit	57,740.00	0.00	0.00	57,740.00	0.00
8519 SpEd SecTuit	5,671.00	0.00	0.00	5,671.00	0.00
Expense Total	224,890.00	35,415.39	35,415.39	189,474.61	15.75
Net Profit / (Loss)	(224,890.00)	(35,415.39)	(35,415.39)	189,474.61	

8006 Maintenance

E X P E N S E S

8601 Reg Sal	15,812.00	5,434.54	5,434.54	10,377.46	34.37
8602 Health Ins	5,838.00	972.76	972.76	4,865.24	16.66
8603 FICA/Med	1,210.00	408.79	408.79	801.21	33.78
8606 Conferences	500.00	0.00	0.00	500.00	0.00
8607 OthrContract	10,000.00	4,594.70	4,594.70	5,405.30	45.95
8608 Repair&Maint	7,500.00	4,104.95	4,104.95	3,395.05	54.73
8611 Insurance	2,500.00	0.00	0.00	2,500.00	0.00
8612 Supplies	2,500.00	218.06	218.06	2,281.94	8.72

Exp / Rev Summary Report

ALL Departments
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
8006 Maintenance CONT'D					
8613 Electricity	4,000.00	1,517.94	1,517.94	2,482.06	37.95
8614 Fuel Oil	4,200.00	896.53	896.53	3,303.47	21.35
8617 Cont Serv	10,000.00	8,175.00	8,175.00	1,825.00	81.75
Expense Total	64,060.00	26,323.27	26,323.27	37,736.73	41.09
Net Profit / (Loss)	(64,060.00)	(26,323.27)	(26,323.27)	37,736.73	
8007 Transport					
E X P E N S E S					
8701 Salaries	27,536.00	6,277.88	6,277.88	21,258.12	22.80
8702 Sub Salaries	500.00	0.00	0.00	500.00	0.00
8703 Health Ins	11,676.00	0.00	0.00	11,676.00	0.00
8704 FICA/Med	2,107.00	480.26	480.26	1,626.74	22.79
8707 PurProf.Serv	62,000.00	14,220.35	14,220.35	47,779.65	22.94
8708 Repairs	10,000.00	1,349.34	1,349.34	8,650.66	13.49
8709 Auto Ins	2,500.00	0.00	0.00	2,500.00	0.00
8711 Fuel	6,000.00	233.04	233.04	5,766.96	3.88
Expense Total	122,319.00	22,560.87	22,560.87	99,758.13	18.44
Net Profit / (Loss)	(122,319.00)	(22,560.87)	(22,560.87)	99,758.13	
8008 Food Service					
E X P E N S E S					
8801 Reg Sal	19,104.00	4,701.10	4,701.10	14,402.90	24.61
8802 Health Ins	5,838.00	972.76	972.76	4,865.24	16.66
8803 FICA/Med	1,462.00	354.50	354.50	1,107.50	24.25
8805 OthrContServ	1,800.00	144.40	144.40	1,655.60	8.02
8806 Supplies	7,500.00	3,543.01	3,543.01	3,956.99	47.24
Expense Total	35,704.00	9,715.77	9,715.77	25,988.23	27.21
Net Profit / (Loss)	(35,704.00)	(9,715.77)	(9,715.77)	25,988.23	
8100 Street Light					
E X P E N S E S					
2000 Electricity	8,400.00	3,276.30	3,276.30	5,123.70	39.00
Expense Total	8,400.00	3,276.30	3,276.30	5,123.70	39.00
Net Profit / (Loss)	(8,400.00)	(3,276.30)	(3,276.30)	5,123.70	
8300 Contingency					
E X P E N S E S					
3160 Misc. Exp.	30,000.00	0.00	0.00	30,000.00	0.00
Expense Total	30,000.00	0.00	0.00	30,000.00	0.00
Net Profit / (Loss)	(30,000.00)	0.00	0.00	30,000.00	
8800 Out Isl tax					
E X P E N S E S					
0001 Out Isl Tax	56,932.00	56,932.00	56,932.00	0.00	100.00
Expense Total	56,932.00	56,932.00	56,932.00	0.00	100.00
Net Profit / (Loss)	(56,932.00)	(56,932.00)	(56,932.00)	(0.00)	
8900 County Tax					

Exp / Rev Summary Report

ALL Departments
ALL Months

Account	Budget	Current Month	Year To Date	Balance	Percent
8900 County Tax CONT'D					
E X P E N S E S					
3050 County Tax	214,624.00	214,624.00	214,624.00	0.00	100.00
Expense Total	214,624.00	214,624.00	214,624.00	0.00	100.00
Net Profit / (Loss)	(214,624.00)	(214,624.00)	(214,624.00)	(0.00)	
9000 Capital Impr					
E X P E N S E S					
9015 Stone Wharf	270,000.00	0.00	0.00	270,000.00	0.00
9016 Barge Ramps	20,000.00	0.00	0.00	20,000.00	0.00
9020 Floats/Ramps	15,000.00	0.00	0.00	15,000.00	0.00
9025 Fire Dept	57,500.00	0.00	0.00	57,500.00	0.00
9030 Bldg Facilit	50,000.00	0.00	0.00	50,000.00	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	10,000.00	0.00	0.00	10,000.00	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	10,000.00	0.00	0.00	10,000.00	0.00
9057 Transfer Sta	20,000.00	0.00	0.00	20,000.00	0.00
9070 Coastal Fund	10,000.00	0.00	0.00	10,000.00	0.00
9195 Indian Pt.	20,000.00	0.00	0.00	20,000.00	0.00
Expense Total	552,500.00	0.00	0.00	552,500.00	0.00
Net Profit / (Loss)	(552,500.00)	0.00	0.00	552,500.00	



Town of Chebeague Island
 For Period Ending: October 31 2024
 Date Prepared: November 1, 2024

Project/Fund Name	Balance	Deposits	Withdrawals	Total	Interest	Ending Balance
Interest Rate:					3.22%	
Interest Posted:					\$5,902.49	
9197 School Capital Reserve	\$ 142,924.43			\$ 142,924.43	\$ 347.84	\$ 143,272.27
9130 School Special Education Reserve	\$ 127,126.20			\$ 127,126.20	\$ 309.39	\$ 127,435.59
9131 School Transportation Reserve	\$ 102,365.69			\$ 102,365.69	\$ 249.13	\$ 102,614.82
9132 School Tuition Reserve	\$ 116,435.84			\$ 116,435.84	\$ 283.37	\$ 116,719.21
9133 School Playground	\$ 17,610.68			\$ 17,610.68	\$ 42.86	\$ 17,653.54
9012 Fire Pond	\$ 5,028.40			\$ 5,028.40	\$ 12.24	\$ 5,040.64
9025 Fire Department	\$ 136,714.75	\$ 57,500.00		\$ 194,214.75	\$ 472.67	\$ 194,687.42
9060 Harbor Master Vessel & Equip.	\$ 6,795.98			\$ 6,795.98	\$ 16.54	\$ 6,812.52
9192 Rescue Vehicles & Equipment	\$ 101.14			\$ 101.14	\$ 0.25	\$ 101.39
9010 Dredging	\$ 133,130.04			\$ 133,130.04	\$ 324.00	\$ 133,454.04
9015 Stone Wharf	\$ 372,010.81	\$ 270,000.00	\$ 18,549.69	\$ 623,461.12	\$ 1,517.34	\$ 624,978.46
9016 Barge Ramps	\$ 31,427.20	\$ 20,000.00	\$ 11,842.75	\$ 39,584.45	\$ 96.34	\$ 39,680.79
9020 Floats and Gangways	\$ 34,010.28	\$ 15,000.00		\$ 49,010.28	\$ 119.28	\$ 49,129.56
9035 Vehicles	\$ 13,802.05	\$ 5,000.00		\$ 18,802.05	\$ 45.76	\$ 18,847.81
9050 Paving	\$ 64,745.78	\$ 25,000.00		\$ 89,745.78	\$ 218.42	\$ 89,964.20
9055 Public Works Equipment	\$ 6,781.31	\$ 10,000.00		\$ 16,781.31	\$ 40.84	\$ 16,822.15
9198 Cousins Island Parking Reserve	\$ 24,878.12			\$ 24,878.12	\$ 60.55	\$ 24,938.67
9030 Building Facilities	\$ 41,635.05	\$ 50,000.00		\$ 91,635.05	\$ 223.02	\$ 91,858.07
9031 Town Office	\$ 15,522.88	\$ 10,000.00	\$ 6,000.00	\$ 19,522.88	\$ 47.51	\$ 19,570.39
9057 Recycling Compactor	\$ 38.35	\$ 20,000.00		\$ 20,038.35	\$ 48.77	\$ 20,087.12
9059 Cemetery Capital Reserve	\$ 7,038.79			\$ 7,038.79	\$ 17.13	\$ 7,055.92
Cemetery Perpetual Care	\$ 97,352.69			\$ 97,352.69	\$ 236.93	\$ 97,589.62
9034 Broadband Reserve	\$ 50,837.12			\$ 50,837.12	\$ 123.72	\$ 50,960.84
9033 Solar Array Purchase	\$ 80,792.33	\$ 10,000.00		\$ 90,792.33	\$ 220.96	\$ 91,013.29
9040 Revaluation	\$ 78,333.95			\$ 78,333.95	\$ 190.64	\$ 78,524.59
9040 Grant Matching Funds	\$ 49,618.22	\$ 20,000.00	\$ 3,750.00	\$ 65,868.22	\$ 160.31	\$ 66,028.53
9058 Easements & Drainage	\$ 62,372.05			\$ 62,372.05	\$ 151.80	\$ 62,523.85
9070 Coastal Access Fund	\$ 11,224.35	\$ 10,000.00		\$ 21,224.35	\$ 51.65	\$ 21,276.00
9195 Storm Damage Repair and Restoration	\$ 58,585.44	\$ 20,000.00		\$ 78,585.44	\$ 191.26	\$ 78,776.70
9032 Land Acquisition & Development	\$ 23,681.11	\$ 10,000.00		\$ 33,681.11	\$ 81.97	\$ 33,763.08
	\$ 1,912,921.03	\$ 552,500.00	\$ 40,142.44	\$ 2,425,278.59	\$ 5,902.49	\$ 2,431,181.08



Town of Chebeague Island

To: Town Administrator, Viktoria Wood

From: Public Works

Date: November 2024

RE: Monthly Report

Week of 11/4

Set up and removed voting booths

Reorganized road material piles in yard and received 2 new truckloads

Received culverts for CICA property and delivered

Made repairs to Central Landing & South Shore Roads

Continued inspections and maintenance and repairs of all machinery on property

Continued organizing and cleaning the facility

Week of 11/11

Placed reflectors along Wharf Rd

Placed salt bin at Stone Wharf for CTC

Barged off junk F-250 and 36 dead car batteries

Assisted L. Plante with removal of 12 loads of mulch off island

Affordable Well Drilling delivered 12 loads of mulch around island

Drove island with Bill Calthorpe to discuss winter storm plowing procedures

Continued maintenance and repairs of all machinery

Continued organizing and cleaning facility

Week of 11/18

Worked with Pelton Electric & CMP to repair damaged electrical service to the facility

Secured with a band aid solution ramp cleats on both wharf's but a long term solution is needed with ramp replacements

Applied cold patch to Cottage Rd & Littlefield Rd problem areas

Assisted Fire Dept with equipment check list on all trucks

Applied concrete pour to sink hole at Stone Pier

Return barge F-550 from Rowe Ford with a clean bill of health for commercial vehicles

Assisted with fixing a broken piling guide and piling maintenance on Sone Pier

Participated with coastal waters, town administrator, and Bancroft with float removal options

Week of 11/25

Replaced worn float/piling chains on commercial float at Stone Pier

Secured rub rail on Cousins Dock piling

Met with Fire Chief & Town Administrator to discuss winter storm emergency preparedness

Made functional sanding/salting equipment on F-550

Clean shop for long weekend

Submitted by Jeff Wescott

Majority of work performed by Tanner Foley & Michael Wilson



Town of Chebeague Island

To: Town Administrator, Viktoria Wood

From: Solid Waste

Date: November 2024

RE: Monthly Report

Containers Shipped Off Island

November.		YTD
3.	Household.	33
3.	Const. Debris.	31
1.	Cardboard.	20
3.	Metal.	13
1.	Recycle.	9

Lithium Batteries Shipped Off Island

November.	YTD
2 boxes full.	4 boxes full

2 full boxes of 2' Fluorescent Bulbs & 4' Bulbs

Jeff Wescott

MEMORANDUM OF UNDERSTANDING

For Financial Support
Between The Board of
Selectmen

192 North Road
Chebeague Island, ME 04017

And

The Chebeague Recreation Center
(CRC) 382 North Road
Chebeague Island, ME 04017

The first purpose of this memorandum of understanding (MOU) is to define the relationship between The Town of Chebeague Island and the Chebeague Island Recreation Center (CRC) with respect to funding.

The second purpose of this MOU is to provide a blueprint for sharing resources to achieve the same objectives (provide services and assets that benefit the residents of the Town) at the lowest possible cost with the goal of building, strengthening and sustaining the year-round community.

CRC occupies facilities located on town parcel 106-3 1A. CRC is organized as a not for profit corporation under 501(c)(3). CRC operates under a contract zone.

1. Part 1: The Board of Selectmen agree to bring a warrant article to the annual Town Meeting recommending a contribution to CRC as long as the conditions of this agreement are met.
2. Part 2: The parties agree that, after the contribution is transferred to CRC, the CRC Board of Directors is solely responsible for dispersals and accounting on the condition that CRC will provide discounted membership rates to island residents and offer memberships for any island resident under age 18 free of charge.
3. Part 3: The CRC agrees to provide the Town a copy of its By-Laws and Articles of incorporation and to provide updated documents as necessary.
4. Part 4: The CRC agrees to operate in accordance with its By-laws and other stated policies.
5. Part 5: The CRC agrees to provide the Town with a written annual report on or before February 1 each year. The report will contain at a minimum the following:
 - a. Rationale: How the contribution is used to provide services that would otherwise be provided by the town thereby reducing the burden to the municipal government. See attached Corporate Bylaws Article 2.1.
 - b. Audit: Discuss any financial audits or reviews undertaken for a recent fiscal year.
 - c. Provide a Profit and Loss Statement and a Balance Sheet.
 - d. Capital Plan: The town has a special interest in the buildings owned and operated by the CRC that are on Town Property (Lot: 106-3 1A) based on a

reversion clause in the By-laws.

e. Provide a sustainability plan for the CRC and its component part- Kid's Place.

6. Part 6: The CRC agrees to manage the mowing of Volunteer field using a portion of the Town's designated funds to help cover costs.

7. Part 7: The CRC agrees to allow the Chebeague Island School access to the gym at no cost to the school whenever needed as long as there is not a previously scheduled program at that time.

8. Part 8: The CRC agrees to provide swim lessons every summer, and waive lesson fees to anyone unable to pay, and to keep records for the Town as to how often these services were provided free of charge.

9. Part 9: The CRC agrees to provide summer camps for at least 10 weeks when school is not in session from 9 am to 3 pm to help sustain working families, including scholarships for underserved families, and to keep records for the Town as to how often these services were provided free of charge.

Revocation:

The terms of this memorandum are unilaterally revocable by either party in 30 days after written notice of such intent to revoke has been delivered to an appropriate representative of each other party.

Modification:

This agreement may be changed or amended provided both parties ratify the changed document.

Authorization:

This agreement will become effective immediately upon execution of this agreement and will remain in effect until it is revoked. Authorizations for the signatures given below are by majority vote of the associated governing board or committee.

MEMORANDUM OF UNDERSTANDING
For Financial Support
Between The Board of Selectmen
192 North Road Chebeague Island, ME 04017
And
The Kids' Place Division of
Chebeague Recreation Center
(CRC) 382 North Road
Chebeague Island, ME 04017

The first purpose of this memorandum of understanding (MOU) is to define the relationship between The Town of Chebeague Island and the Kids' Place Division (KPD) of the Chebeague Island Recreation Center (CRC) with respect to funding.

The second purpose of this MOU is to provide a blueprint for sharing resources to achieve the same objectives (provide services and assets that benefit the residents of the Town) at the lowest possible cost with the goal of building, strengthening and sustaining the year-round community.

CRC occupies facilities located on town parcel 106-3 1A. CRC is organized as a not for profit corporation under 501(c)(3). CRC operates under a contract zone. The Kids' Place building is owned by CRC.

1. Part 1: The Board of Selectmen agree to bring a warrant article to the annual Town Meeting recommending a contribution to KPD of CRC as long as the conditions of this agreement are met. The amount of \$30,000 was recommended and approved at the 2024 Town Meeting.
2. Part 2: The parties agree that, after the contribution is transferred to CRC, the CRC Board of Directors is solely responsible for dispersals and accounting on the condition that KPD will provide affordable year-round childcare.
3. Part 3: The KPD of CRC agrees to provide the Town a copy of its Pre-enrollment Contract and Family Handbook and to provide other updated documents as necessary.
4. Part 4: The KPD agrees to operate in accordance with the By-laws of the CRC Corporation and other stated policies as well as within the State licensing guidelines
5. Part 5: The CRC agrees to provide the Town with a written annual report on or before February 1 each year including KPD. The report will contain at a minimum the following:
 - a. Rationale: How the contribution is used to provide services that would otherwise be provided by the Town thereby reducing the burden to the municipal government. See attached Corporate Bylaws Article 2.1.
 - b. Audit: Discuss any financial audits or reviews undertaken for a recent fiscal year.

- c. Provide a Profit and Loss Statement and a Balance Sheet.
- d. Provide an updated sustainability plan for Kid's Place.

Revocation:

The terms of this memorandum are unilaterally revocable by either party in 30 days after written notice of such intent to revoke has been delivered to an appropriate representative of each other party.

Modification:

This agreement may be changed or amended provided both parties ratify the changed document.

Authorization:

This agreement will become effective immediately upon execution of this agreement and will remain in effect until it is revoked. Authorizations for the signatures given below are by majority vote of the associated governing board or committee.



Town of Chebeague Island

To: Chair of the Select Board, Robert Earnest

From: Viktoria G. Wood, Town Administrator

Date: November 27, 2024

RE: Budget Goals Memo

Annually before the start of the budget process, the board discusses their goals for the upcoming budget process. Having this information upfront allows for better planning of the budget. Letting me know what the board's goals are will help me put together the expected departmental expenses along with any long term projects and board's goals for what the focus in the upcoming budget will be.

At the board retreat, the board agreed upon 5 goals.

1. Financial Plan
2. Contain Cost of Island Living Year Round
3. Enhance Town Capacity
4. Barging
5. Stone Pier

As you take turns in discussing your individual goals, I will make notes of them and in preparation for the 1st draft will build the budget with these goals in mind.

Respectfully submitted,
Viktoria Wood