

Eliot Town Manager Report

June 1, 2023

Submitted by

Michael J. Sullivan to the Eliot Selectboard

Honorable Select Board, this is an abridged accounting of some of the projects and issues I and the dedicated municipal staff have been working on lately for the benefit of the Town of Eliot and its citizens.

Financial Update.

We are nearing the end of FY23 and Financial Director Kristin McNulty is working diligently on correcting some issues from FY22 as we work towards finalizing the FY22 audit. It is worth noting this would be nearly a year sooner than the from the previous year, thanks to the Finance Director's efforts.

Ms. McNulty is cleaning-up the chart of accounts by removing duplicates or unused control numbers, correcting inaccurate entries and otherwise bringing the municipal accounting into compliance. This is all under the watchful eye of our certified municipal auditor RHR Smith Associates and our audit consultant Chris Backman.

We also recently heard from our investment advisor Bartholomew & Company. We were please to see our \$5,803,919.27 has grown over \$66K since the investment was made this past December. If T-bills, which may be directly affected by Washington actions on the debt limit remain steady, based on conversations with Chuck Patterson (VP of Municipal Investments @ Bartholomew), we should realize approximately \$145,043.93 in gains over the first year. This is a significant increase over past investment strategies.

These assets are (64%) are primarily in safe bond funds and t-bonds (31%). The funds are available with a thirty-day call. We are exploring the possibility of adding to the investments as we are comfortably liquid at this point in time. We do want to watch how cash flow is or may be affected by the Water and Sewer Project, as funds from the CWSRF borrowing for the project are distributed by the State of Maine after each payment requisition is approved. Each pay requisition from the contractor is reviewed by our project engineer, OPM, DEP, Maine Municipal Bond Bank and the municipality before the Select Board signs off on the warrant and the check is processed.

We also have been apprised by York County as they finalize their budget Eliot's share will be more than expected by about \$12K. We will wait for the final budget figure in June from York County and will develop a financial resolution strategy for the relatively minor shortfall to be reviewed by the Select Board and Budget Committee in the new fiscal year.

As you are aware there are a number of financial adjustments, I am seeking on the agenda for the June 8th meeting. I would respectfully ask the Select Board or the public if there are any questions about those proposed adjustments to simply give me a call (207.451.1205) or email me townmanager@eliotme.org and I will do my best to answer or get you the answer to your questions.

Capital Plan.

I have begun the process of rebuilding the capital plan, I recently met with Public Works Advisor Norm Albert, Chief Mechanic Craig Brown, Foreman Jim Roy and Administrator David Ross-Lyons to have a preliminary discussion about how we will proceed. We will be using the previous “plan” as a foundation to the building process.

The Public Works in some ways is the most “capital” intensive departments between their property and equipment responsibilities, so it was the logical place to start. Their scope includes, trucks, small equipment, large equipment building at the PW and Transfer Station, plus out buildings at parks properties. We will continue to work on this through the summer and will have a Capital Plan to discuss with the Budget Committee and the Select Board for September which hopefully could be ratified by voters on the November ballot.

There will be subsequent meetings with FD, PD CSD and Town Hall staff about needs and those will be integrated into the overall plan if appropriate.

New Employees.

We continue to seek to fill some seasonal positions at CSD and through the PD. These positions are posted on the website and we encourage all citizens to reach out to anyone who may be a good fit for seasonal employment and encourage them to apply.

This includes, but not limited to, retirees, students, teachers, school bus drivers, unemployed etc. who may be looking for a side gig or just want something different.

Boat Basin.

This weekend you probably noticed some familiar faces at the Eliot Boar Basin (although a majority of users were not from Eliot or even from Maine), as Eliot Police Officer Bill Dries and Chief Moya spent the Memorial weekend working the facility. It is one of the places we continue to struggle to find staffing and of course I do not see this as a long-term solution.

It did allow the Chief and Officer/Harbor Master Bill Dries to observe the operation and start to strategize how the process may be improved with a focus on the economic aspects as well as the customer service perspective.

HM Dries was fully engaged in helping make the boaters experience safe, and the boaters appreciated the safety checks and nautical advice. Chief Moya already has several good ideas on how the Town of Eliot can optimize the revenues within the restrictions and guidelines set by the property owners (the State of Maine).

This will undoubtedly be a transitional year as we shift some of the operational responsibilities from CSD to the PD, particularly the enforcement components. The Chief will also be developing some “parking ordinances” to go before the voters, as presently there are none to mention

Hopefully we will be able to continue to work with the State (who have been very cooperative) to find a reasonable way to invest in the property supported not by tax dollars but strictly income and primarily from those who visit, but do not necessarily pay taxes in Eliot.

Town Hall Video/Sound Updates.

We continue to work with Comcast and a few companies who specialize in upgrading our video and broadcasting capability. The truth of the matter is we will not be able to fulfill our July 1, 2023 goal of providing a functional access channel to Comcast subscribers in Eliot.

We are all exhausted from hearing from about price escalation or supply chain issues, so I will refrain from saying it, although I think I already did. I will stay at this project, as I believe it to be one of the most available missing forms of communication for the citizens of Eliot.

This platform will allow us to get additional and accurate information to the residents and will allow us one more touchpoint for the municipality.

Geese Invasion.

For those of you who have visited Eliot Town Hall lately you may have noticed we have some regular visitors and when I say “regular” I mean it to represent many facets of their occupation.

There seems to be about four families seven or eight young ones in each group. They have a heavy fiber



filed diet, which the results should not be unexpected. We have tried contain the population by fencing off a geese zone. However, this has had limited results, as they are completely oblivious to our attempt to enact some Goose Control Policies.

The young ones are starting to sprout wings and before we know it, they will be

all be part of one of those chevrons head south. So, if you would like to take a gander (but do not attempt to take a Gander) we encourage you to do so, but watch where you step when at Town Hall as they are indiscriminate as to where they leave their “trail”.

Both the Public Works and Town Hall Staff try to clear the paths to the Town Hall entrances, but they are very “regular”.

Upcoming Schedule Changes.

Town Hall will be closed on June 19th for the Federal Juneteenth Holiday.

We will also be closed July 3rd and 4th; however we will be open additional hour Friday June 30th from 7:30 to noon to accommodate citizen’s needs.

Respectfully submitted

Michael J. Sullivan

Town of Eliot, Manager