

Town Administrator Report November 22, 2021

Much of November 8th was spent on the audit and doing the work within TRIO that was needed once the questions from the auditor were answered and addressed. I also spent a fair amount of time researching the Comprehensive Plan budget and was able to get the information to the auditor to make the correction.

November 9th, I attended a ZOOM Motor Vehicle workshop which highlighted many of the new laws going into effect. Some of the highlights were Maine temporary plates issued by dealers on car sales will now be 30 days instead of 14 days, there are new requirements regarding the language that can be used on Vanity plates, there is a new "outdoor" plate coming and after that there will be a freeze on any new type of specialty plate as the state re-evaluates how many options there are and if they want to eliminate some of them. After I was able to set up the MOSES interface so now the Inland Fisheries & Wildlife system will "talk" to TRIO. This will reduce the time it takes to process these transactions and help eliminate human error.

November 10th, I attended a TRIO training on Budgetary Reporting. I picked up several tips that expands the amount of information that can be provided within TRIO. I had Debbie Bridges from Maine Municipal Health come down at 3 pm to speak to town employees about their benefits and resources available as town employees. After I met with Chair Morris to complete the ARPA Grant application. I submitted that before leaving the day along with the letter to the town attorney regarding the building moratorium.

November 12th, I worked with ION Networking to set up remote access from my home computer. We were unsuccessful so they will be coming in and working on that along with the networking clean up items needed at the town office later in the week.

November 15th, much of the day after payroll processing was spent catching up on tasks – typing the minutes, helping with voter registrations card input from the election, updating website and prepping for the public hearing. We also had an elevated call volume due to a recent card circulation. I completed the first draft of the second town mailer I'm planning to send out at the end of the month.

November 16th, I attended a regional ZOOM meeting with other towns in Cumberland County regarding public safety. The Manager of the county will be sending out a survey in the next week or two for towns to complete so they can move the discussions forward. They are expecting to form district groups for information sharing to help towns struggling with Police Protection, Fire/EMS shortages, ACO shortages and CEO was added as towns struggle to recruit for that position as well. I worked on certifying 6 petitions that were circulated during the election which was approximately 200 signatures. I also needed to research an error with a federal tax payment from 2020 which continued into the next day.

November 17th, I spent over an hour with TRIO correcting the motor vehicle uploads and a tax payment error made in May. Both items were resolved. I also continued the research on the federal tax payment and have since resolved that. I met with Judy Colby-George from Spatial Alternatives to get the Parcel

Viewer project moving forward. There is some data that needs to be collected and sent to start the process. I will work with Donna Hays for some of it and will reach out to the Town of Gray to get tips on how to format the export of data from TRIO.

November 18th, Ion Networking came to do some network “clean up” and set up the VPN. They also supply phone systems and will be getting me a quote to compare against Consolidated Communications.

Respectfully Submitted,
Becky Taylor-Chase
Town Administrator