

Town Administrator's Report

May 13, 2014

The areas and issues with which we contended are as follows:

Review of Budget Status: The Administrator and Administrative Assistant reviewed budget issues that have arisen over the course of a long and relentless winter. A general assessment of budgeted line items that were, for all intents and purposes, front-loaded based on potential grants revealed that there were sufficient areas in which to make adjustments to preclude the necessity of short-term borrowing.

All Dept Head Meeting: We inaugurated periodic meetings with all Dept Heads to review and discuss shared challenges, common issues and any concerns or complaints that may exist. The inaugural meeting was productive and engendered a sense of common purpose and camaraderie. The similar meetings will be schedule on a monthly or bi-monthly basis.

Insurance Coverage: Reviewed and amended new insurance coverage for the Town. Generally, the coverage will remain fundamentally the same with the exception of increases in Workers Comp which were assessed based on an annual audit. Tom Ketchum will meet with the Board this evening (5/13) to discuss coverage and answer any questions that may arise.

Airport Pilot Lounge: At the instruction of the Board, met with Town Foreman and Airport Manager to determine responsibilities for the care and maintenance of the Pilot's Lounge which has been the source of concern over time. A workable schedule and assignment of responsibilities was developed that allowed continual upkeep, cleaning and monitoring of conditions. In addition, the schedule/system allows accountability and responsibility.

Healthcare and Health Services: Subsequent to meetings with the La Pointe Community Clinic, Inc (501 (c) 3) regarding the direction and expansion of healthcare services, a white paper was developed to discuss the potential for expanded, integrated health services and clinic hours – largely taking full advantage of the Rural Health Clinic certification and existing health care professionals that may be available to participate. There is clearly substantial potential for expansion and improvement in hours, coverage and services. The Board will take up recommendations this evening (5/13).

Zoning, Land-Use and Permitting: Substantial time and effort was expended in discussions and meetings with the Zoning Administrator, Building Inspector and Town Attorney as we attempted to decipher historical actions, communication and information issues and legal issues relating to shoreland zoning, commercial and UDC permitting and general control and oversight of land-use and permitting now and in the future. Some issues and opportunities will be reviewed and considered by the Board this evening (5/13), others will be held in abeyance pending further research and recommendation.

White Construction and the Conclusion of the Fiber Optic Project: Continued assessment and cataloguing of private property and municipal issues related to digging, boring and installation of fiber optic cables. Communication with White Construction regarding the handling and billing of ditch and culvert issues that required immediate attention, as well as development of a roster of areas and issues that can be dealt with when White arrives --- most probably in late May. Compilation of private property concerns and complaints, as well as a municipal punch list, is being assembled in order to ensure the town and its residents are made whole following the conclusion of the project.

Big Bay Town Park: Issues relating to the completion of the Town Park Expansion Project, pedestrian crosswalk, and updated, accurate insurance coverage for all facilities have been addressed. County Highway Commissioner has been contacted regarding speed regulation, the new structures are being assess for upgrades in insurance that reflects completion rather than simply work in progress, and punch-list issues prior to final sign-off and acceptance. Work and communication with Arnie Mackey Construction regarding these matters and sub-contracting issues continues.

Community Outreach and Communication: Continuing and regular community outreach and communication with members of the community, the business community and construction and contracting regarding thoughts, ideas, concerns and complaints.