

RTBM 4/28/26

## TOWN ADMINSTRATOR REPORT

April 28, 2026

- At the first quarter mark our revenues are \$1.485 million against an annual target of \$3.610 million. Expenses are \$890k against a total general fund budget of \$4.426 million. The field audit team from Baker Tilly will be here during the week of April 27<sup>th</sup>.
- We held our first quarter department head meeting on April 23<sup>rd</sup>. The agenda is attached to this report.
- The Office of Energy Information is pushing us for a decision on whether we want to wait for a waiver or proceed with a reduced scope that complies with Buy American requirements. According to our prime vendor, Jolma Electric we could later on add the foreign inverter to the system in series with the other inverter without much in the way of rework.
- We received and expensed the tanker truck for the Fire Department.
- We have also had initial meetings of the Childcare Task Force and the Big Bay Town Park Accessibility Task Force.

Max I.

## **DEPARTMENT HEAD MEETING AGENDA 4/23/2026**

1. 2026 Budget Review
2. Designated Fund Balances
3. Capital Project Update
4. Personnel Policy Rewrite: PTO Discussion
5. Mapping Standard Processes
6. Standardized Timecard Format
7. Open Forum/Q&A