

# Pownal Budget Committee

## January 18, 2021 Public Proceeding Minutes Approved

### Members Present:

Bo Chesney, Gennifer Giuliano, John Green, Matthew Roy, Brian Stornelli, Andy Wyatt

### Guests:

Heidi Curry, Andy O'Brien and Jon Morris of the Select Board

1. A quorum was established (all committee members logged in). The meeting was called to order by Chairman Green at 6:34 PM.
2. Mr. Wyatt provided draft minutes of the June 9, 2020 meeting. Mr. Chesney moved to approve as written. Mr. Stornelli seconded. The motion passed unanimously.
3. Mr. Chesney nominated Mr. Green to be the committee chair for this budget season. Mr. Stornelli seconded. Mr. Green was elected with 5 in favor and 1 abstention.  
Mr. Chesney nominated Mr. Wyatt to be the committee secretary for this budget season. Mr. Stornelli seconded. Mr. Wyatt was elected with 5 in favor and 1 abstention.
4. The Public Comment period was skipped as no members of the public were in attendance.
5. Chairman Green shared a letter from Kate Dufour, Director, State and Federal Relations at the Maine Municipal Association, which provided a few bullet points that indicate that funds for key programs of municipal importance are being preserved in the proposed State biennial budget. This is welcome news.
6. After some discussion, the committee settled on Thursday evenings at 6:30PM as the best regular meeting time for this committee. Chairman Green will ensure that those times are blocked off on the Town calendar and make arrangements with department heads.

There was discussion about how to better 'promote' our meetings to encourage more public participation. A suggestion was made to have the Town Administrator's office send an email message to its mailing list a couple of days before each meeting.

7. Chairman Green's connection to the meeting failed at this point, so Mr. Chesney led the next discussion on Committee and Select Board Communication. Points of discussion follow:
  - a. The secretary will provide draft minutes of these meeting to a wider audience, including department heads and other committees that create budgets.
  - b. This committee and all town committees will employ Robert's Rules of Order to conduct meetings.
  - c. The Budget Committee would like to have the opportunity to provide its own 'notes' to the Town Meeting warrant articles where appropriate.
8. Chairman Green was able to rejoin the meeting to lead a discussion on Carry-forward funds practices. Carry-forward is generally used to ' earmark' unspent funds in able to continue unfinished projects beyond the end of a fiscal year, instead of having those unspent funds move into the undesignated fund balance (aka 'Surplus'). This committee requests that department heads be very clear with this committee regarding the usage of carry-forward.

9. Chairman Green noted that this committee was formed by the Select Board in 1932. He asked whether this committee reports to the Select Board or to the voters of Town Meeting. Selectman Morris offered his view that the Pownal Budget committee prepares the budget and provides recommendations to the Town, with 'tacit approval' of the Select Board.
10. Mr. Wyatt, raised a question to the Select Board regarding constraints that exist due to the single-meeting Zoom license that the Town has purchased. We do need to continue to use the Town Zoom account only, because these sessions are recorded and made available to the public. A 'step-up' of the existing license has a cost that we may not willing to bear right now.
11. The next meeting is set for Thursday, February 4, 2021. Chairman Green will provide the agenda and a URL or meeting location.
12. Mr. Chesney made a motion for adjournment. Ms. Giuliano seconded. The motion passed with all in favor. The meeting was adjourned at 7:44 PM.

Respectfully submitted,  
Andy Wyatt