

Pownal Budget Committee

April 22, 2021 Public Proceeding Minutes Approved

Members Present:

Bo Chesney, John Green, Matt Roy, Brian Stornelli, Andy Wyatt

Absent:

Gennifer Giuliano

Guests:

Jon Morris and Andy O'Brien of the Select Board

1. A quorum was established (five committee members logged in). The meeting was called to order by Chairman Green at 6:35PM.
2. Mr. Wyatt provided a draft of minutes of the April 15, 2021 meeting. Mr. Chesney moved to approve them as written. Mr. Roy seconded. The motion passed unanimously.
3. The Public Comment period was skipped as no members of the public were in attendance.
4. The Select Board Comments period was skipped as the Select Board members in attendance did not have any comments.
5. Chairman Green attempted to distribute an updated copy of the Committee's working spreadsheet, but a technical difficulty prevented that. This update is tabled to the next meeting.
6. Chairman Green opened a discussion on the most recent version of the General Government budget proposal. Mr. O'Brien noted one error in this version: the line for video streaming (01-02-030-056) is reduced from \$3,180.00 to zero.

Other notable changes presented by the Select Board:

- i. The Planning Board's Town Expense line is increased from \$5,000.00 to \$10,000.00. There is also a new 'Ordinance Review/Development' line proposed at up to \$18,000 to fund using the services of North Star Planning in New Gloucester. Due to increases in workloads, the Planning Board had requested that the Town consider use of North Star Planning's services. The Select Board noted that these budget numbers represent a 'transition year' from the services of Tony Dater, the current Town Planner, to North Star Planning.
- ii. Under Compensation, there are several proposed changes:
 - a. The full-time Clerk position is funded at \$40,000.00, up from \$36,358.00.
 - b. The Administrator position is funded at \$60,000.00, up from \$46,676.00.
 - c. The Codes Enforcement Officer position is funded at \$43,264.00, up from \$21,632.00. Currently the CEO cannot keep up with the demand, with a two days per week schedule. This is being expanded to cover four days per week of the CEO's services.
 - d. The Deputy Animal Control Officer's position is funded at \$500.00, since a new Deputy ACO has been appointed.
- iii. Other items relevant to the General Government discussion:

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

- a. For the open position of Town Administrator, the Select Board will be accepting resumes until May 1. A to-be-appointed committee will review, cull and invite interviews.
 - b. Our temporary Town Administrator, Scott Seaver, does not wish to serve beyond the end of June.
 - c. The Select Board intends to recruit and hire a Town Administrator first, and have that person participate in selecting a candidate for the Full-time Clerk position.

7. Other items of discussion:
 - i. Mr. O'Brien noted that an early task for North Star Planning might be a review of the Town's impact fee ordinances, perhaps resulting in a restructuring of the impact fees such that the fees are single fund, allowing the Town more flexibility in the use of those monies.
 - ii. Mr. Chesney asked about possible funding that may be coming from state and federal sources, based on recent COVID pandemic legislation, and whether or not we should prepare to receive and allocate any of that. Mr. O'Brien said that 'word is' that this money is coming, but details are sparse. He suggested wording on the Town Meeting warrant to include something like '...raise, appropriate, or accept from other sources...'
 - iii. Mr. Morris noted that an audit of the Town's records will be conducted on April 29, as a regular part of Town Administrator transitioning.

8. The agenda items for Town Meeting Recommendations and Town Report Narrative were tabled to the next meeting.

9. The next meeting is set for Thursday, April 29, 2021 at 6:30 pm. Chairman Green will provide the agenda and a URL for the meeting.

10. Mr. Chesney made a motion for adjournment. Chairman Green seconded. The motion passed with all in favor. The meeting was adjourned at 7:29 PM.

Respectfully submitted,
Andy Wyatt