

Town of Pownal
Select Board Minutes
Monday, July 25, 2022 6:30 pm

I. **Call to Order** by Chair Morris at 6:30 pm.

Members Present: Jon Morris, Heidi Cushman Curry

Town Administrator: Becky Taylor-Chase

II. **Pledge of Allegiance**

III. **Matt Altieri – Planning Board**

Matt was not present so meeting moved on to agenda item IV.

Matt Altieri stated he and Jon had been emailing about the scope of the workshop with ordinance revisions. He agrees with key points. He feels we should set a plan to examine a subset of items. There has been a lot of push back on subdivisions. Other items that need to be examined are impact fees and general clean up. The Planning Board will focus on those items. He has heard from residents about other issues. The Planning Board will prioritize. He wanted to reinforce a discussion from last summer where he felt impact fees was not under the scope of the Planning Board. Maybe it's a finance committee oversight. He welcomes feedback on his thoughts. He wanted to echo a comment he heard the other night at the workshop by Heidi Richards that said if we really want to think about maintaining a rural way of life we need to think of the people in the room. He would encourage people to look through that lens. Selectperson Curry enjoyed the conversation. Ben brought up road standards. There have been some good conversations around this and would like to address with ordinance clean up. Chair Morris stated as chair of the Select Board, he has the responsibility to do what is in best interest of the Town. Let's do what Ben has asked us to do so we can move forward. It's a way to check the ordinances as we move forward. Pownal is unique. Just be careful and remember where we came from. Mr. Altieri agrees that the Land Use Ordinances are restrictive. A separate question is are they up to the task over the next couple of decades. He agrees we need to be careful to protect centuries of work that has made/makes Pownal what it is. Paul Schumann addressing Mr. Altieri asked for clarification about the workshop and if it was specifically to the Planning Board or planning within the town? Mr. Altieri stated they need to clarify that at each workshop about what the goal is. Next few might be cleaning up where there are discrepancies. Mr. Schumann stated he is on the Economic Development and Sustainability Committee so that would be separate from the technical part. Chair Morris stated we should meet with Ben again and will try to define the work a little better so we can delegate better.

IV. **Accounts Payable & Payroll Warrant**

FY22 AP Warrant #4 in the amount of \$2,308.35.

Selectperson Curry motioned to approve AP Warrant #4 in the amount of \$2,308.35. Chair Morris seconded.

Discussion: None

Vote: Yes 2; No 0

FY23 AP Warrant #3 in the amount of \$304,079.38.

Selectperson Curry motioned to approve AP Warrant #3 in the amount of \$304,079.38. Chair Morris seconded.

Discussion: None

Vote: Yes 2; No 0

Payroll Journal #24 in the amount of \$5232.79.

Selectperson Curry motioned to approve Payroll Journal #24 in the amount of \$5232.79. Chair Morris seconded.

Discussion: None

Vote: Yes 2; No 0

III. Minutes of Previous Meetings

- **Minutes of Regular Meeting July 11, 2022**

Selectperson Curry motioned to approve the minutes of the regular meeting July 11, 2022 as written. Chair Morris seconded.

Discussion: None

Vote: Yes 2; No 0

- **Minutes of Town Meeting June 27, 2022**

Selectperson Curry motioned to approve the minutes of the Town Meeting June 27, 2022 as written. Chair Morris seconded.

Discussion: None

Vote: Yes 2; No 0

V. Public Comment – Non-Agenda Items

None

VI. Department Head Reports – Submitted Electronically

(Department head reports can be viewed on their respective website page(s))

- **Select Board**

Selectperson Curry attended the Planning Board meeting and workshop.

Chair Morris had nothing new to report.

VII. New Business

- **Tax Commitment**

Pownal's Assessor, Donna Hays, stated she has presented 4 options. The options will depend on how much they want to use from undesignated funds. She is in favor of Option 2 as it uses less from undesignated funds and keeps the mil rate the same. Option 2 keeps the mil rate steady. Chair Morris read a statement written by Selectperson O'Brien (see attached).

Selectperson Curry agrees with option 2. The Board has been careful to try not to have fluctuation in the mil rate and would like to continue to do this. Not in favor of options 3 or 4. Chair Morris read the summary of options. He agrees with using less from undesignated funds. He asked about the balance. The Town Administrator explained as of June 30, 2021 it was at 1.7 million. She estimated we over collected in revenues by approximately \$500,000 so the money used from undesignated funds would not lower the balance of the fund. Chair Morris asked if Ms. Hays was comfortable with the overlay amount in option 2. She said yes. Chair Morris motioned to set the mil rate at \$18.00 with an overlay of \$13,021.50 using \$250,000 from undesignated funds. Selectperson Curry seconded.

Discussion: None

Yes: 2; No 0

The meeting moved back to agenda item III as Matt was now present.

- **Indefinite Oath Review**

Chair Morris read Title 30A Section 2601 regarding the appointment of oaths. The Town Administrator stated she needs to advertise what boards and committees need appointment and at the next meeting the Select Board can approve the appointments. Selectperson Curry asked how we advertise? The Town Administrator stated she just has to post it on the website. Chair Morris suggested we have an Executive Session at 6 pm on August 8 to review.

- **Cumberland County ARPA Grant**

The Town Administrator summarized the grant that was applied for in March for the communication center and stated we had been awarded the full amount we asked for. She reached out for updated quotes and had gotten 2 back. They had increased. She meets with Sandra Warren, the Compliance Officer, on August 3 and will have more information about disbursement of the funds.

- **Planning Board & Interim CEO Oaths**

Chair Morris motioned to approve the oath for Marcia Bowen to the Planning Board. Selectperson Curry seconded.

Discussion: None

Vote: Yes 2; No 0

Ms. Bowen took the oath. The Select Board thanked her.

Chair Morris motioned to approve the oath for Craig Vosmus as Interim Code Enforcement Officer. Selectperson Curry seconded.

Discussion: None

Vote: Yes 2; No 0

- **Fee Schedule**

Chair Morris motioned to set the preliminary fee for minor subdivisions at \$1000. Selectperson Curry seconded.

Discussion: None

Vote: Yes 2; No 0

The Board reviewed the notes in red and are unclear on this item. They need more clarity on what the Planning Board is asking for site plan. Selectperson Curry stated in thinking about this over the weekend, solar did a site plan but no building. She is unsure what they are asking for. Under backlots Selectperson Curry stated that would go to the CEO.

Chair Morris tabled this item until the next meeting as to get more information from the Planning Board.

- **Town Office Hours**

The Town Administrator stated after the last meeting she and the Deputy Clerk discussed what would be helpful with the town office hours while she is out on medical leave. Opening at 9:30 am on Monday would help with getting payroll done uninterrupted, return calls and answer emails before opening. Closing on Wednesday as it's the slowest day would allow her to get monthly and weekly reports done, issue ballots, enter the invoices for the AP Warrant and any other administrative tasks that may need attention. Chair Morris and Selectperson Curry agreed that this made sense. Chair Morris suggested we get the word out now by putting it on

the website and posting a sign. The Town Administrator will include it in the monthly email as well.

- **August Select Board Meetings**

Chair Morris explained that typically we cancel one meeting in August. Selectperson Curry is on vacation the week of August 22 and would not be in attendance. It was decided to cancel the August 22 meeting.

VIII. Old Business

Chair Morris stated the front-end plow will be part of a package and should be happening soon. The resurfacing work will start next week.

IX. Correspondence

None

X. Any Other Business

None

XI. Adjournment

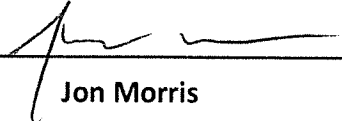
Chair Morris motioned to adjourn the meeting. Selectperson Curry seconded.

Discussion: None

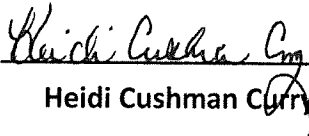
Vote: Yes 2; No 0

The meeting adjourned at 7:08 pm.

Respectfully Submitted
Becky Taylor-Chase
Town Administrator


Jon Morris

Andy O'Brien


Heidi Cushman Curry