

**Town of Pownal
Select Board Minutes
Monday May 26, 2020
7:00PM – Zoom Remote Meeting**

I. Call to Order – 7:00pm

Members Present: Jon Morris, Andrew O'Brien, George Anderson Jr., & Town Administrator Melissa Henes.

II. Accounts Payable & Payroll Warrant

Selectman O'Brien moved to approve AP Warrant #83. Selectman Anderson seconded the motion. Discussion: None. **Roll call vote: Chairman Morris: Yes, Selectman O'Brien: Yes, and Selectman Anderson: Yes. Vote: 3- Yes 0- No.**

Selectman O'Brien moved to approve Payroll Warrant #82. Selectman Anderson seconded the motion. Discussion: None. **Roll call vote: Chairman Morris: Yes, Selectman O'Brien: Yes, and Selectman Anderson: Yes. Vote: 3- Yes 0- No.**

III. Minutes of Previous Meeting(s)

Selectman O'Brien moved to approve the minutes of May 11, 2020. Selectman Anderson seconded motion. Discussion: None. **Roll call vote: Chairman Morris: Yes, Selectman O'Brien: Yes, and Selectman Anderson: Yes. Vote: 3- Yes 0- No.**

IV. Public Comment – Non-Agenda Items

None.

V. Department Head Reports

- Fire Chief: Chief Peters gave the Board his report. He reported that the Department assisted in burning brush piles for a few elderly residents. He is working on his second round for the Budget Committee. He has hosted more trainings on Zoom. He reported that he and TA Henes had a convo regarding phase 1 of reopening. Lastly, he reported he has been working on payroll. Selectman Anderson inquired about the Zoom trainings. Chairman Morris offered the use of Mallett Hall for distance training if required.
- Road Commissioner: Commissioner Clarke gave the Board his report.
- Town Administrator: TA Henes reported to the Board current operations the past couple weeks. She informed them that she had set up a Google Doc Calendar to help schedule inspections for the CEO. She also reported that she has Molly re-record the messages on the phone and have dedicated one of the phone lines to the Code Enforcement Officer to help facilitate messages. She reported she had done her first presentation to the Budget Committee. She reported she will be working on the Quarterly Reminder Mailer that will be going out in a couple weeks. She was very happy to report and thanked everyone who reached out but at this time she has found all of her ballot clerks. Lastly, she reminded everyone that reports for the annual Town report need to be submitted no later than June 11th.
- Select Board: Selectman O'Brien reported that he had continued to receive phone calls regarding the drag racing and has continued to monitor the PCWA.

VI. New Business

- Reimbursing Excise Tax: TA Henes explained the situation with the Excise Tax. Selectman O'Brien moved to refund the Excise Tax. Selectman Anderson seconded the motion. Discussion: None. **Roll call vote: Chairman Morris: Yes, Selectman O'Brien: Yes, and Selectman Anderson: Yes. Vote: 3- Yes 0- No.**
- Property Tax Deadline: TA Henes introduced the topic and had informed the Board that they may act on this item now with the new Executive Order. Chairman Morris moved to extend the Property

Tax Due date to Monday, July 20, 2020. Selectman O'Brien seconded the motion. Discussion: TA Henes did inform the Board that that is the same day Town Meeting is planned for and typically the Office has closed early to prepare for Annual Town Meeting. Chairman Morris amended his motion to extend the property tax due date to no later than 12:00PM on July 20, 2020. Selectman O'Brien seconded the amendment. Discussion: None. **Roll call vote: Chairman Morris: Yes, Selectman O'Brien: Yes, and Selectman Anderson: Yes. Vote: 3- Yes 0- No. Motion as amended passed.**

- Town Meeting Warrant Items: TA Henes informed the Board that they should start thinking about Town Warrant articles. Chairman Morris inquired about hosting it outside of the town lines. TA Henes said she would inquire with MMA regarding this. Chairman Morris requested to have a workshop regarding Town Meeting on Monday, June 8th at 6PM.

VII. Old Business

- Re-Evaluating Phase I: TA Henes and Chief Peters discussed with the Board re-evaluating Phase I of reopening the office. After consideration from the Chief and Town Administrator the update on the Phase I will be to go to half hour time blocks to allow more transactions to be processed in a day.
- 66 Verrill Rd – Soliciting Feedback: TA Henes discussed that the Board just needs to keep in mind what they would like to do with this property whether they want to sell to the interested party or put it out for bid again. Chairman Morris requested to table this item for the next meeting.

Gennifer Giuliano inquired about the property.

VIII. Correspondence

Chairman Morris shared his conversation with the other Town's Select Board Members. He discussed reaching out to Pineland to use their facility. He spoke with the General Manager of CMP regarding the substation and they are unable to commit to anything regarding the expansion. He spoke to Mr. Green's question about starting a committee for looking into a TIF for the CMP corridor. He explained he would write a Note from the Select Board. He received 3 phone calls about how the well and efficient the Town Hall is running at this time.

IX. Any Other Business

None.

X. Executive Session – Personnel Matters

Chairman Morris moved to enter executive session pursuant to 1 MRSA 405 6 A to discuss Personnel Matters. Selectman O'Brien seconded the motion. Discussion: None. **Roll call vote: Chairman Morris: Yes, Selectman O'Brien: Yes, and Selectman Anderson: Yes. Vote: 3- Yes 0- No.**

The Select Board entered Executive Session at 8:05PM. The Board exited Executive Session at 8:42PM.

Adjournment

Selectman O'Brien moved to adjourn at 8:42PM.

SELECT BOARD



Jon Morris



Andrew O'Brien



George Anderson Jr.