

**Town of Pownal**  
**Select Board Agenda**  
**Monday, September 27, 2021**

**6:30 PM Regular Meeting Minutes**

**I. Call to Order-In Person Meeting by Selectperson O'Brien at 6:00 pm**

Select Board Members: Jon Morris, Andrew O'Brien, Heidi Curry

Town Administrator: Becky Taylor-Chase

Road Commissioner: Dick Clarke

Fire Chief: Jesse Peters

**II. Public Hearing:**

**a. Comprehensive Committee Plan**

Kathy Hogue introduced the plan and opened the floor up for questions and comments. Selectperson Curry stated she had reread the plan and asked for some backstory on how the committee came to the vision statement. Was it truly a statement of the committee, a few members or framed around the focus group? Kathy Hogue stated it was framed around the focus groups. Marcia Bowen commented it is an aspiration statement. Selectperson Curry referred to an email chain regarding the speed limits in town which made her start to think about carbon neutrality and recalling a statement in the plan about that topic. She found in the vision statement a sentence about carbon neutrality and feels it's not appropriate to make that statement when the town has not discussed it. In 10 years, there could be new groups of participants and we will want to use this plan as a tool. It should be where the town wants it to be and not based on personal thoughts/views. Marcia Bowen, Kathy Hogue and Christine Watson all agreed to delete that statement from the vision statement. Marcia Bowen asked how it related to the speed limit emails. Selectperson Curry stated there had been a lengthy conversation about speed and comments were made by members of the Select Board, Road Commission, and Maine DOT regarding the speed limit. A comment was made about carbon neutrality in the plan. The committee agrees to omit that statement. Selectperson Curry commented about the affordable family housing and that there needs to be some word smithing. Sited page 7 of the draft and the page 32 survey. The survey was close to a 50/50 split and needs some clarification and further investigation. Kathy Hogue commented that they were thinking of the future and did not want to eliminate the topic. Selectperson Curry cited Goal 2 and a possible edit to be continuing or exploring opportunities. Conversation should continue and could include retirement housing as well. Research the pros and cons of affordable house and/or senior assisted or retirement housing. Marcia Bowen commented that there was not a lot of information on low-income housing and the committee received many comments from residents about not being able to afford to stay in Pownal as they age. Both Kathy Hogue and Marcia Bowen appreciated the thoughts and input and having 'fresh eyes' view the document is helpful. Selectperson Curry stated it is very important to continue the conversation. Selectperson O'Brien commented that we learned from our workshop with North Star Planning that cluster housing can be hidden from view. Sue Peters suggested removing the wording of cluster housing. Christine Watson sited the executive summary on page 7 and asked if the last sentence should be reworded. Marcia Bowen asked if we should change the key challenge. Christine Watson commented that creating affordable housing was closely divided. Selectperson O'Brien suggested keeping the sentence the same but changing the key challenge. Sue Peters asked about the building permit moratorium after the North Star Planning workshop. Selectperson Curry referred to page 31 and that we are getting clarification on the moratorium and should have the information soon. Selectperson O'Brien stated a cap is a limit on permits and a moratorium is a time frame. Christine Watson asked if the wording and

edits will be discussed as a group. The consensus is the committee will meet to work on edits. Will Johnston wanted to congratulate the committee on the progress and stated it is challenging under the best of circumstances. The committee has done an amazing job during a difficult time. He would like to see a matrix or spreadsheet that outlines the strategies, who will be completing them and a timeline to complete. The wording can be more precise and stronger. Using words like investigate typically does not generate action. Kathy Hogue commented that the last plan did have a timeline and the removal of it for this plan was at the recommendation of the Select Board. Selectperson Curry feels it is a big part of the Select Boards role and responsibility to delegate the wants and needs. Chair Morris commented that Pownal is moving more towards professional planning and the Comprehensive Plan will be a building block for North Star Planning. He feels it's the Select Board that would delegate – committees do not have a role in delegating. Kathy Hogue commented the last committee did delegate. Alan Curry commented regarding the carbon neutrality and whether it was influenced by one board member.

Moved into the regular Select Board meeting at 6:40 pm.

## **II. Accounts Payable & Payroll Warrant**

### **AP Warrant #22 \$296,896.31**

Selectperson Curry motioned to approve AP Warrant #22 in the amount of \$296,898.31. Selectperson O'Brien seconded. Selectperson Curry amended the motion approve AP Warrant #22 in the amount of \$296896.31. Selectperson O'Brien seconded the amended motion.

Discussion: None

**Vote: Yes 3; No 0**

### **Payroll Warrant #21 \$5704.50**

Selectperson O'Brien motioned to approve Payroll Warrant #21 in the amount of \$5704.50. Selectperson Curry seconded the motion.

Discussion: None

**Vote: Yes 3; No 0**

## **III. Minutes of Previous Meetings**

### **• Minutes of September 13, 2021 Regular Meeting**

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Selectperson Curry motioned to approve the minutes for the September 13, 2021 regular Select Board meeting as written. Selectperson O'Brien seconded the motion.

Discussion: None

**Vote: Yes 3; No 0**

## **IV. Public Comment – Non-Agenda Items**

Christine Watson asked regarding John Bowdren's resignation letter and to advise on the selection of an alternate member to the planning board and moving one alternate up to a regular member. Selectperson Curry stated she had checked with the Town Administrator regarding any applications for volunteering for committees and none have been received. She has reached out to some people about filling the spots. Suggests we move Brian Stornelli to a regular member from an alternate. Will have oath prepared for the next meeting. Chair Morris commented that Mr. Bowdren suggested a more diverse Planning Board and asked if the board needed more diversity. Christine Watson responded with yes. Selectperson O'Brien commented that the term used in the letter was "gender diversity". Chair Morris stated he would reach out to the "next generation" and try to get some younger people involved. Broad backgrounds bring something to the table. Sue Peters commented that qualified people are an advantage. Selectperson Curry commented that North Star Planning will be a tremendous help.

Kathy Hogue wanted to make sure the edits to the Recreation Committee Policy were acceptable. She also read a memo from the Recreation Committee regarding the sign (see attached).

Dick Hogue received a call from Mr. Jacobs regarding a neighbor's dog and concerned the house is a health risk. Is looking for direction on how to respond. Chair Morris is not quite sure where the town's responsibility is without an ordinance dictating the yards. The Code Enforcement Officer has not cited any codes violations, there have been no complaints of children in unsafe situation. Chair Morris will reach out to Health Officer and neighbors for guidance. Selectperson O'Brien stated there have been numerous complaints about trash. He has visited and hasn't found any. Cumberland County Sherriff has visited twice. Selectperson Curry is at a of loss. Stated everyone has spoken with him and had suggested we keep a log at the last Select Board meeting. It's crossing the line into harassment and we may need to get the town attorney involved. Dick Clarke stated Mr. Jacobs called him on Friday about the trash and he told him to contact Jon Morris. He told him it's a small town and he should learn to get along with his neighbors. Selectperson Curry stated again to document the conversations, keep a phone log as we will need it if there is future legal action.

Dick Hogue has received a call about crowing roosters all day and night on Summer Lane and he has visited the residence in question. There are a lot - maybe 12 to 15 and the owner intends to keep them. He cited the Nuisance Animal Ordinance where it states animal and not bird and is looking for guidance. The Town Administrator will contact MMA legal for clarification. Selectperson Curry asked if his concern was around the word animal and he replied yes. She asked what the decibel level is for 12 to 15 roosters. He felt it could be heard for a half mile away.

#### **V. Department Head Reports – Submitted Electronically**

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

- **Select Board**

Selectperson O'Brien noted he had attended the cleaning.

Selectperson Curry noted she had attended the cleaning and potluck and the Economic Development and Sustainability Committee meeting.

#### **VI. New Business**

- **Special Town Meeting List of Priorities**

Selectperson O'Brien stated the Victualers Ordinance. Selectperson Curry stated Compensation Ordinance and is waiting for the list of priorities from North Star Planning that was discussed at the workshop. It was decided to table this and the North Star Planning Workshop Debrief until after we receive the memo with the list of priorities.

- **North Star Planning Workshop Debrief**

Tabled until the memo from North Star Planning is received.

- **Building Moratorium**

Chair Morris did some research and found no data to suggest we are in crisis mode and suggested using a cap to give a break so we can work on the Land Use Ordinances.

Selectperson Curry is waiting for memo from North Star planning for clarification. She doesn't see a state of emergency according to state guidelines. Selectperson O'Brien agrees.

- **ARPA Funds**

The Town Administrator stated we received a check in the amount of \$81,799 which is the first check towards the grant. We will be receiving approximately \$168,000.00 total from the grant. The grant money can be used for infrastructure.

Chair Morris discussed the focus possibly on acoustic in Dewitt Room to broadcast meetings. Selectperson O'Brien noted we have other grant money covering that cost. The Board recommends proceeding with the acoustics project. We have three (3) years to use. Some of the items to think about is the technology such as microphone, laptop, flat screen television.

- **Paving & Sign Placement**

Chair Morris asked the Road Commissioner what the estimate for paving the parking lot is. He replied \$55,000. Chair Morris asked where the funds were coming from and Selectperson O'Brien stated there is \$63,051.63 in a fund for the paving. Discussion ensued with the members of the Select Board regarding the funding of the project, when it was voted on and approved. The August 10, 2020 Select Board meeting minutes were reviewed and read. Chair Morris moved to use money from account G1-4928-00 that was designated from carry forward money for the paving of the town office/public works parking lot. Selectperson O'Brien seconds the motion.

Discussion: None

**Vote: Yes 3; No 0**

- **Law Enforcement**

Selectperson O'Brien reviewed emails from Police Chief Dan Gallant from Yarmouth regarding a shared coverage. Selectperson Curry asked for guidance from Chief Peters. He stated Cumberland County responds to domestic and accident calls. Chair Morris stated the majority is speed. No pressing need for other matters. Selectperson O'Brien reviewed Captain Joyce's email from the Cumberland County Sherriff's Office. They will be putting a proposal together. Suggested 40 hours a week. Sue Peters pointed out that the Comprehensive Plan draft did address this issue. Discussion regarding coverage time was commute times and evenings are high coverage areas. Selectperson Curry suggested random coverage rather than scheduled coverage might be good. Dick Hogue asked if we've looking into speed cameras. Chair Morris did research those and stated they are not legal. He has also talked with Freeport and they are having manpower issues. They are open to helping with speed enforcement. Jan Petier noted that both Freeport and Yarmouth have responded to calls in the past when there was no Sherriff available. ~~Chair Morris noted that Pownal would be sharing services. The person~~ would be hired under Freeport but Pownal would pay for part of the salary and benefits. This option is a better cost than purchasing a vehicle and hiring an officer. The Board will continue to explore options.

- **Ordinance Review Members/Committee**

Chair Morris received some correspondence from the Ordinance Review Committee after the workshop with North Star Planning. The Impact Fee Ordinance was discussed at the workshop and the email was in disapproval of the discussion. Chair Morris stated that the plan is for the Ordinance Review Committee to give guidance and North Star Planning would draft the ordinances. They would review the draft ordinances to make sure they fit with the Comprehensive Plan. The Committee would be a visionary rather than a drafting committee. Todd Mellin interpreted the email differently. He is happy to have North Star Planning taking the lead on ordinance writing. He felt there had been no real guidance in the past and projects would get started and never finished before moving onto the next project. Chair Morris stated the Select Board had discussed and felt it best to let North Star Planning do the "nuts and bolts" and send it back to the Ordinance Review Committee for review. Sue Peters agreed with Mr. Mellin about not having any real guidance. Selectperson O'Brien stated a group of volunteers should not be writing ordinances. At the time the committee was tasked the town did not have North Star Planning and the committee was tasked with the impossible.

His vision is North Star Planning drafts the ordinance and the committee reviews it. Sue Peters stated there were other members of the committee that felt disappointed with the direction this has gone. Selectperson Curry agrees with Selectperson O'Brien. The charge needs to be reviewed. She envisions North Star Planning taking the lead on writing the draft ordinance and the committee would be called on an as needed basis to see if the draft fits before going to town meeting. Sue Peters asked is someone would be calling Tom Hall to talk with him. The charge will be reviewed at the next Select Board meeting on October 12. The questions were asked if there were enough members on the committee. Sue Peters felt there were as long as they are given clear direction towards the future of the committee. Chair Morris will call Tom Hall.

- **Property Sale Map 6 Lot 17**

Chair Morris read the Quit Claim deed provided by the town attorney. Selectperson O'Brien motioned to sign the deed. Selectperson Curry seconded the motion.

Discussion: None

**Vote: Yes 3; No 0**

- **Big Brads Ultra**

It was agreed that the Select Board can give approval to future events if there are no changes from the previous year. Selectperson O'Brien motions to approve the event. Selectperson Curry seconds the motion.

Discussion: Road Commissioner Clarke asked what the event was. It was answered it's a race.

**Vote: Yes 3; No 0**

Chair Morris asked about the policy. It was discussed previously about approving events. Kathy Hogue stated #10 was added to the policy and procedures allowing the Select Board to approve repeat events when there is no change. Select Board accepts the change to the policy and procedures.

- **Cleaning Service**

The Town Administrator reached out to a couple of companies. She met with LB Cleaning and she is willing to take on the job at \$50.00 an hour. She is fully insured and will be cleaning on Fridays. It was noted that the current cleaner was temporary until we could find a permanent solution. Selectperson Curry mentioned the areas to be cleaned such as bathrooms, lobby, offices, mopping floors, dusting blinds and trash. Recycling will be taken out on Thursday afternoon for Friday pick up and will be managed by town employees.

## **VII. Old Business**

- **September 25<sup>th</sup> Cleanup Day – Items to be done/signup**

The day went great. A lot of cleaning got done by several volunteers and the pot lock was enjoyed.

- **Earned Paid Leave**

Selectperson Curry and Chief Peters have not yet met to discuss the training requirements.

## **VIII. Correspondence**

Chair Morris asked the Road Commissioner about the culvert progress on Poland Range Road. Dick Clarke stated the road should be open as scheduled which is October 1. The edges will be marked.

## **IX. Any Other Business**

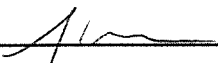
None

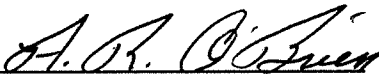
Chair Morris emphasized keeping a log of resident phone calls. The meeting took a short break before entering into Executive Session.

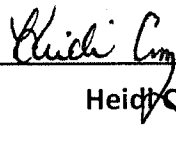
**X. Executive Session per 1 M.R.S.A 405 (6) (A) Personnel Matters**

The Select Board entered into Executive Session at 8:20 pm

**XI. Adjournment**

  
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Jon Morris

  
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Andy O'Brien

  
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Heidi Curry



TO: Pownal Select Board  
DATE: September 23, 2021  
FROM: Recreation Committee  
RE: Municipal Sign

At a scheduled Recreation Committee meeting held on September 22, 2021, the Committee discussed the pros and cons of having a digital municipal sign vs. a manually-changed sign for the Town.

The Committee agreed unanimously that they do not support a digitally-changed municipal sign. Reasons raised at this meeting included concerns regarding light pollution, additional lights in the Town's center, neighbor impact, and driver distractions (trying to read a changing sign while driving by has caused increased accidents in other towns). It was also felt that a digital sign does not fit in with the quiet, rural character of the Town.

It is for these reasons, the Recreation Committee would like to officially inform the Select Board of their stand on this project.

Members: Kathy Hogue (Chair), Heidi Richards, Coren Wheeler, Ansley Newton

