

Town of Pownal
Select Board Minutes
Monday, October 12, 2021
6:30 PM Regular Meeting

I. Call to Order-In Person Meeting @ 6:30 pm by Chair Jon Morris

Select Board Members: Jon Morris, Andy O'Brien, Heidi Curry
Town Administrator: Becky Taylor-Chase
Road Commissioner: Dick Clarke
Fire Chief: Jesse Peters

II. Accounts Payable & Payroll Warrant

AP Warrant #25 \$211,974.19

Motioned by Selectperson O'Brien and seconded by Selectperson Curry.
Discussion: None

Vote: Yes 3; No 0

Payroll Warrant #24 \$5906.58

Motioned by Selectperson O'Brien and seconded by Selectperson Curry.
Discussion: None

Vote: Yes 3; No 0

III. Minutes of Previous Meetings

• Minutes of September 27, 2021 Regular Meeting

Motioned by Selectperson Curry to accept the minutes as written. Seconded by Selectperson O'Brien.

Discussion: None

Vote: Yes 3; No 0

III. Public Comment – Non Agenda Items

Jan Pieter read the Mallet Hall Carpenter description (see attached). Selectperson Curry asked if the carpenter would not be considered a town employee. Jan Pieter answered yes. Selectperson O'Brien asked if he needed to attend all meetings. Jan Pieter replied no, he would attend only when requested. The Select Board accepted the description. Jesse Peters asked about materials. Jan Pieter reread the statement regarding material costs. Dick Hogue asked if there was an opportunity for other buildings. Chair Morris said not within the concept but maybe in the future. Sue Peters asked how the price of \$50/hour was decided on. Jan Pieter replied he had looked at rates and spoke with a few carpenters. He also stated he had Tim Giddinge lined up for the position.

Christine Watson inquired about the status of an alternate to the Planning Board. Selectperson Curry is looking for suggestions stating it has been a bit of a challenge finding a volunteer to fill the vacancy.

V. Department Head Reports – Submitted Electronically

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

- **Select Board** – nothing to report and no questions for department heads

VI. New Business

- **Special Town Meeting List of Priorities**

The Select Board listed Comprehensive Plan, Sign, Victualers, Abandoned Pole and Impact Fee Ordinances as ones to work on for a special Town Meeting. Chair Morris asked if we have substantial time to complete in order to have a winter town meeting? Selectperson Curry is still

waiting on North Star's Memo to summarize scope of work after the workshop in September. She stated the Town Administrator was going to reach out to them. Selectperson O'Brien feels there is enough to call a special Town Meeting. Chair Morris proposed the second Monday in February and asked the Town Administrator to provide a timeline of dates for public hearings etc. for the next meeting on October 25, 2021. Sue Peters asked is the Comprehensive Plan was on it and was answered with yes. John Green mentioned 2 items he wished to address. The first was Article 27 from the last town meeting has the previous year as the date. The second item was he met with the Auditor, Mindy Cyr, to ask questions regarding taking money from surplus to keep the mil rate flat. He asked about the policy regarding using money from surplus. He also asked the auditor about carry forward accounts. He questions if the Select Board has the authority to decide on carry forward money or if a town meeting vote is required. He plans to contact Maine Municipal for clarification.

- North Star Planning Workshop Debrief - Tabled
- Building Moratorium - Table
- Brian Stornelli Oath – Planning Board

The oath had been previously approved and was signed at this meeting.

- Oaths for Economic Development & Sustainability

Chair Morris motioned to approve oath for Brian Stornelli for a term ending 6/30/2023.
Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

Chair Morris motioned to approve oath for Andy Wyatt for a term ending 6/30/2024.

Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

Chair Morris motioned to approve oath for Pat Hodgdon for a term ending 6/30/2022.

Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

Chair Morris motioned to approve oath for John Libby for a term ending 6/30/2023.

Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

Chair Morris motioned to approve oath for Paul Schumann for a term ending 6/30/2024.

Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

- Roosters – Summer Lane – Ordinance

Dick Hogue has sat down there and will meet with the people to give them notice to comply. The Town Administrator reviewed her conversation with MMA legal, read the states description of an animal and reviewed the Town's ordinance suggesting editing a word in the definitions. Selectperson O'Brien suggested having Cumberland County Sherriff's office accompany Mr. Hogue during the summons.

- Ordinance Review Committee Charge

Chair Morris read the charge. He stated it was important to clarify the charge or integrate the function with North Star Planning. He stated he had not evaluated the impact North Star Planning would have on the Ordinance Review Committee. He researched what other towns were doing and felt North Star Planning would draft and the ORC would edit and advise and

send it back to North Star. Selectperson O'Brien stated the charge needed to be changed to fit with North Star. Selectperson Curry agrees. The first half of the charge can be reworked. It was discussed at the last Select Board meeting that a group of volunteers should not be writing ordinances. They should be advising making sure it fits with the town, comprehensive plan etc. John Green read a statement (see attached). Chair Morris thanked him for his comments and noted there are differing opinions on North Star's scope of work. The Planning Board, Ordinance Review Committee, and Budget Committee were all invited to the public workshop. Mr. Green stated a spreadsheet to manage the scope of work and what boards/committees will be completed is needed. He felt the language on Article 7 from the June 19, 2021 town meeting was very specific. Chair Morris stated he felt North Star would be using the Comprehensive Plan. He asked Sue Peters for her thoughts. She asked Chair Morris if he had spoken to Tom Hall. He replied with not yet. She doesn't want to put work into writing an ordinance just to have it dismissed. She is not looking backward but trying to look forward. Chair Morris wants to revise the charge to honor the work and commitment to the town. North Star has already started helping the Planning Board. Goal would be to have them take work load off the ORC. North Star has a limited budget. Selectperson Curry stated regarding the September 27, 2021 workshop that 2 members were present and she heard the frustration and acknowledged the lack of support from the Select Board. Best way to move forward with change would be to meet with all members. Sue Peters stated it was the Select Board's decision. Chair Morris needs to talk to Tom Hall and North Star Planning. Mr. Green stated there were a limited number of resources, unknown amount of work, unknown what the priorities were from the Comprehensive Plan. He feels the ORC is capable of writing ordinances. Changes can be made to be more efficient. Chair Morris will meet with Tom and work on a revised charge to present for acceptance.

- **Municipal Valuation Return**

Chair Morris motioned to accept the Municipal Valuation Return prepared by the assessor Donna Hays. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

- **Abatement Acct #128**

Chair Morris read statement from Donna Hays regarding the abatement on account 128. Chair Morris motioned to approve the abatement to Map 9 Lot 7 in the amount of \$115.20.

Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

- **Public Hearing Comprehensive Plan Date – 11/15/21**

The Town Administrator had heard from Kathy Hogue regarding having a public hearing for the revised Comprehensive Plan on November 15, 2021 and not having it precede a Select Board meeting. The date was acceptable to all. Signs will be placed during the November election and the Town Administrator has reached out to a contact at the Times Record regarding having an article written to promote attendance.

- **November 2, 2021 Election**

The Town Administrator updated the Select Board on the coverage for the November Referendum election and asked what the practice was for keeping the counter open. It was agreed that the counter can be paused if the election gets busy and help is needed in the voting room. She wants the deputy clerk to be able to work the election as much as possible for training purposes but knows there may be times both town office staff are needed there.

- **Paving & Sign Placement**

The Road Commissioner Dick Clarke stated the paving had been moved to October 29 for final grading and paving would begin the following Monday. We will need to direct people for parking during that week. He asked about the conduit for the sign. Discussion ensued about the type of sign that could eventually go out there. Selectperson O'Brien stated he was not in support of a plastic sign. Selectperson Curry felt we should be planning for the future and run conduit in the event we put an electronic sign in front of Mallett Hall. He asked Jan Pieter if he had an idea for placement. He did not want it placed right in front of the building. Chair Morris asked where the property line was. Selectperson O'Brien stated approximately 12 feet from Blackstone's building. He asked how much to run conduit from the end of the property along the property line. The Road Commissioner stated approximately \$200. Selectperson Curry agrees the corner of the property would be visually better. Selectperson O'Brien asked if by the telephone pole was acceptable. Jan Pieter stated as long as it was not in front of the building. He asked if a CAT5 cable would be run. It was answered yes.

VII. Old Business

None

VIII. Correspondence

Chair Morris talked with the Historical Society about the Libby, Fickett and Quaker Cemetery regarding missing war heroes. It was suggested to do a search. There has been movement to open up the Quaker Cemetery.

He spoke with the North Pownal Church and the progress they have made with the United Methodist Church regarding the non-profit food pantry. They are waiting for more information. It was suggested to talk to the Economic Development and Sustainability Committee.

Selectperson O'Brien stated he was still waiting on proposal for police coverage.

IX. Any Other Business

Chair Morris recapped that he would follow up with Tom Hall, the Town Administrator would follow up with North Star Planning and the Road Commissioner would run the conduit.

XI. Adjournment

~~Chair Morris motioned to adjourn at 7:45 pm. Selectperson O'Brien seconded.~~

Discussion: None

Vote: Yes 3; No 0


Respectfully Submitted,
Becky Taylor-Chase
Town Administrator



Jon Morris



Andy O'Brien



Heidi Curry

Statement to the Pownal Selectboard 10/12/2021 Meeting

Thank you Selectboard members for allowing me to comment on the ORC (Ordinance Review Committee) Charge agenda item. My name is John Green and the basis for my comments, and opinions, is as a member of the Pownal Ordinance Review and Budget Committees and previously a planning board and selectboard member in another Maine town. These comments fall into two categories.

What are the ORC capabilities.

What services can North Star provide to Pownal based on the June 19, 2021 Annual Town Meeting.

Serving with fellow ORC members is a pleasure. Special mention is made of Susan Peters who has collated our changes as we developed ordinance updates and drafts. In their own careers ORC members are professionals who have many years of experience resolving complex issues. I believe Selectman O'Brien misspoke when he commented at your last meeting that volunteers, the ORC, shouldn't be writing ordinances. Municipal government in Maine couldn't function without volunteers doing this important task. Guidance from Maine Municipal Association's Planning Board Manual, committee ordinance development, review by the Town Attorney and Town Meeting adoption are the basic steps to produce a good ordinance. The ORC is capable of completing the ordinance development process, but concise timely guidance from you has impacted the committee's effectiveness.

Nonetheless it is your prerogative to change the ORC charge and transfer most of the responsibility of ordinance development to North Star. The pros are professional support and a more timely return and the cons are more cost and lack of local knowledge. The new approach would be an increase in scope from what was approved at the June Town Meeting and requires another Town meeting vote. The June article was specific "To see if the Town will vote to contract with North Star Planning to review Town ordinances and help the planning board with subdivision reviews ..." rather than general wording such as, "To see if the Town will vote to contract with North Star to provide professional services to the Town..." Whatever services you envision from North Star need to be included in a subsequent article, along with the cost increase.

Your 9/27 minutes note that you are waiting for a list of priorities from North Star. I expect you will provide that list to members of the Planning Board, ORC and Comprehensive Plan Committee for information and comment. I also hope there is a spreadsheet in development, which will be a working document for the four groups, which places those priorities and 2021 Comprehensive Plan strategies, for instance from the "Future Land Use Plan", into a plan-of-action-milestone format.

I'm more than happy to answer any questions you may have.

The Mallett Hall Carpenter

The Mallett Hall Carpenter will be contracted for 20 Hours of Carpentry/Maintenance work annually at Powna's Mallett Hall, at a rate of \$ 50 an hour or \$1000 maximum, annually accumulated .

The work to be done will be decided and agreed upon between the Chair of the Mallett Hall Building & Grounds Committee and the Carpenter. The work to be included will be carpentry/and carpentry related maintenance work including building maintenance advice and consulting. Work that would include hours estimated to go beyond this contract will have to be approved by the Select Board. Materials used beyond \$1000 per project will have to be approved by the Select Board.

The carpenter will agree to attend meetings with the chair of the Mallett Hall Committee or with the committee when required. The meetings will be considered billable hours.

The carpenter will be paid by the end of each monthly pay period. He will submit his monthly bills to the town administrator, copying the Chair of the Mallett Hall Committee.
