

**Town of Pownal
Board of Selectmen
Meeting Minutes of Monday, January 28, 2019
7:00PM – Mallett Hall**

I. Call to Order – 7:00pm – Pledge of Allegiance

Members Present: Jon Morris, George Anderson & Administrative Assistant Melissa Henes. Shawn Bennett was absent with notice.

II. Accounts Payable & Payroll Warrant

Selectman Anderson moved to approve AP Warrant #50. Chairman Morris seconded the motion. Discussion: None. **Vote: 2- Yes 0- No.**

Selectman Anderson moved to approve Payroll Warrant #49. Chairman Morris seconded the motion. Discussion: None. **Vote: 2- Yes 0- No.**

III. Minutes of Previous Meeting(s)

Selectman Anderson moved to approve the minutes of January 14, 2018. Chairman Morris seconded the motion. Discussion: None. **Vote: 2- Yes 0- No.**

IV. Public Comment – Non-Agenda Items

None.

V. Department Head Reports

- Fire Chief- Nothing to Report
- Road Commissioner – Mr. Clarke gave the Board his report. He discussed the MMA Risk Management Audit was scheduled for February 6th. He noted the problems with the Sterling. The Board and Mr. Clarke discussed the issue Mr. Clarke has been having getting utility poles removed in a timely manner. Chairman Morris asked Ms. Henes to have Ms. White contact the PUC regarding this matter. Mr. Clarke discussed the DOT upcoming paving schedule.
- Town Clerk- Ms. Henes gave her report to the Board. She discussed her prep for her Budget presentation. She noted that 13 Foreclosure Courtesy Notices were mailed out and asked the Board's permission to close the Office Thursday, February 7th so she and Ms. White could attend a training. The Board unanimously voted to close the office.

VI. New Business

- Human Services Budget Requests- Chairman Morris declined the requests and asked Ms. Henes to send correspondence stating the Town already contributes to a number of local organizations.
- Budget Overview- Ms. Henes gave the her initial presentation to the Board regarding General Government, Human Services, PCWA, Mallett Hall & Debt Service. The Board approved it move on to the Budget Committee process.
- Review CIP Recommendations: This item was tabled to a future meeting when the CIP Committee had finalized their recommendations.
- Schedule performance evaluations- The Board scheduled performance evaluations for the Administrative Assistant, Road Commissioner & Fire and Rescue Chief.
- Review Expense Detail Reports- Chairman Morris asked Ms. Henes to provide monthly expense reports at the beginning of each month until the end of the year.

VII. Old Business

- Verrill Rd Property Foreclosure re-review. The Board unanimously agreed that Chairman Morris would make a visit and if he received no correspondence back they would proceed with Foreclosure processes.

VIII. **Correspondence**

- Pole Permit – Chairman Morris moved to approve the pole permit for Lawrence Rd. Selectman Anderson seconded the motion. Discussion: None. **Vote: 2- Yes 0- No.**


IX. **Any Other Business**

None.

X. **Adjournment**

Selectman Anderson moved to adjourn at 8:19PM. Chairman Morris seconded. Discussion: None. **Vote: 2- Yes 0- No.**

SELECT BOARD



Jon Morris



George Anderson

Shawn Bennett