

Town of Pownal
Select Board Agenda

Monday, September 13, 2021

6:30 PM Regular Meeting Minutes

I. Call to Order-In Person Meeting@ 6:01 pm by Chair 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. Public Hearing:

a. Casco Bay Trail System

Chair Morris read the proposed resolution previously submitted by Dick Woodbury. Angela King Horne emphasized that this was an advisory council to evaluate use with the hope it will help move things along with the project. Dick Hogue asked how much trail there was. Dick Woodbury answered about 1 mile. Dick Hogue asked if the trail was along the side of the railroad track. Mr. Woodbury said that would be determined during the evaluation process. Chair Morris asked for input from the Select Board. Selectperson O'Brien had no comment. Selectperson Curry asked about the properties with the right of ways. The answer was they are continued since the agreement is with the state. It was asked how many other towns have signed. Mr. Woodbury stated Portland, Falmouth, Yarmouth, North Yarmouth, Lewiston, Freeport and Lisbon. Cumberland has a public hearing coming up. Chair Morris noted the bridge crossing on Allen Road is a safety hazard and needs to be resolved. He believes the bridge is on the DOT's agenda and does not want it pushed back.

Chair Morris moves to pass the resolution. Selectperson Curry seconds.

Discussion: None

Vote: Yes 3; No 0

b. Comprehensive Committee Plan @ 6:12 pm

Kathy Hogue asked about the town mailer that that was suppose to go out. The Town Administrator commented that the mailer was currently being printed and prepped. The office has been busy with tax payments and trainings and is working to get it out. Selectperson O'Brien asked if help was needed and was answered with yes. Chair Morris proposed that the printed copies be placed in the voting room and he would bring help in to fold and label. Selectperson Curry asked about out sourcing. The Town Administrator said that future projects would be looked into. Chair Morris suggested that North Yarmouth Printing be contacted the next day to see if they could get it printed and mailed quickly and if so to have them do it. Chair Morris opened the hearing up to the public for comment. Selectperson Curry commented that she had read all the draft versions leading up and what a monumental amount of work. Every time she reads them, she learns something new. Kathy Hogue wanted to recognize Sue Peters and Marcia Bowen for their work editing the document. Kathy Hogue asked if we could work on participation and have printed copies at the town office. Selectperson O'Brien didn't have any concerns and felt the whole committee had done themselves proud. A lot of information was capsulated to make the document versatile. Chair Morris agrees and comments that it is a very impressive document. This document gives future select boards hope to keep the vision and authority to pass a resolution. Sue Peters commented that the committee was very aware that this document was not just for today but for the future. Also, that people want Pownal to the stay the same but know it can't. The committee members present stated that if there was anything missing to let them know. Selectperson Curry

referred to question 8 in preparation of the Casco Bay Trail System public hearing and the building moratoria information in prep of upcoming meetings. It was also noted the Comprehensive Plan can only be adopted at Town Meeting. The Select Board is looking at a Special Town Meeting to revise ordinances. Mary King Horne stated that the DOT is required to come up with an active transportation plan by 2023. Sue Peters commented that public participation is a concern. Selectperson Curry is hoping to see a Special Town Meeting in January/February depending on the time line and the work that would need to be completed.

II. Accounts Payable & Payroll Warrant

AP Warrant # 19 \$278,409.60

Selectperson O'Brien motioned to approve AP Warrant #19 in the amount of \$278,409.60. Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

Payroll Warrant #18 \$5999.63

Selectperson Curry motioned to approve Payroll Warrant #18 in the amount of \$5999.63. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

III. Minutes of Previous Meetings

- **Minutes of August 23, 2021 Regular Meeting**

Selectperson O'Brien motioned to accept the minutes of the August 23, 2021 regular meeting as written. Selectperson Curry seconded with an edit to page 4 fixing the spelling error to say Board of Appeals and not Board of Appels. Selectperson O'Brien amended his motion to accept with the edit. Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

IV. Public Comment – Non-Agenda Items

Kathy Hogue said that the Recreation Committee has a meeting set up on September 22, 2021. Big Brads Ultras is having an event and needs approval. She asked if it could be made a reoccurring event so it does not need to be approved each year. Chair Morris asked if the Recreation Committee would want to know if there were any changes before approval. Kathy Hogue suggested that if there were no changes it could be a reoccurring event but if there were changes the approval would need to go through the Recreation Committee. She will discuss at the next meeting and will send a revised policy. Sue Peters commented she felt they were not respectful of the town roads and were unsafe. Chair Morris asked that the concerns be written and sent to the Select Board to be included in the agreement.

V. Department Head Reports – Submitted Electronically

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

- **Select Board**

Selectperson O'Brien had no questions.

Selectperson Curry asked the Road Commissioner if there was time to run conduit for the possible sign. Selectperson O'Brien asked if we knew where the sign was going to be placed. Selectperson Curry had heard the paving project was happening faster than anticipated and wanted to include the conduit. The sign company will be invited to the September 27, 2021 meeting to discuss location and give feedback. Selectperson O'Brien asked the Road

Commissioner if there was a timeline on the paving. He commented the elevation survey was just completed and he is waiting on the report. Chair Morris asked if it takes about a day to do the conduit and how much does 50 feet cost. Dick Clarke answered 55 cents per foot and it would take the whole crew one day to complete.

VI. New Business

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

Chair Morris noted that Representative Melanie Sachs was in attendance. He recapped several conversations he had with Sherry Dietrich and her not wanting to be recognized. The day will now be called a Day of Volunteerism, the proclamation will be read and hung in the town office. Jan Petier will be contacting Selectperson O'Brien with a list of clean up items. There are some artifacts that should be preserved and Kathy Hogue will reach out to the Grange. Chair Morris commented that he was a former member of the Grange and the State Grange may be interested. The items will be moved to the Select Board's office. Chair Morris asked if there was any painting to be done or work in the attic and how to access. Selectperson Curry asked where we would be putting the items for disposal: we will be using the town dumpster. Selectperson Curry will work downstairs outside the vault with the Town Administrator. Selectperson O'Brien will work on the front room and voting room. Chair Morris will work on the stage area and upstairs. It was suggested that furniture could be placed out front with "free" sign. Chief Jesse Peters noted he saw an old fire extinguisher and would like it not thrown away. Chair Morris asked if we should have a signup sheet for the pot luck. Kathy Hogue mentioned about bringing own utensils, that it worked well for other functions in the past. Chair Morris noted we would be using paper and disposable utensils.

- **Map 8 Lot 9**

Selectperson O'Brien stated it was in a holding pattern as Mr. Edgerley has not responded yet. He has been given authorization to pursue a title search/survey on his own.

- **Abatement Account 382**

Chair Morris motions to approve the abatement to Map 2 Lot 18 in amount of \$315.00. Selectperson seconds the motion.

Discussion: None

Vote: Yes 3; No 0

- **Appointment Kate Day to Conservation Commission**

Chair Morris moves to appoint Kate Day to Conservation Commission. Selectperson Curry seconds the motion.

Discussion: None

Vote: Yes 3; No 0

- **Earned Paid Leave**

The Town Administrator did research and reached out to the MMA for clarification on the new earned leave law. EMTS on call are entitled to earn leave as well as the Janitor and the Recording Secretary. She asked for clarification on what happens when hours go into the next year? Do they roll over as part of the accumulation or do we reset to zero on January 1? Dave Barrett from MMA said the town could adopt its own policy. He suggested that any excess hours over 20 the employee would get another 1 hour of PTO. Reset to zero at the beginning of each year. Chair Morris asked when the EMTS would be able to use it? The Town Administrator stated this is the part that is unknown. Conversation was had regarding meeting to discuss where we want to be. Selectperson Curry spoke regarding the topic of needing policy and what is the current policy for paid time off. A policy regarding PTO needs to be hammered out. Selectperson O'Brien suggested using the PTO for a training event. Dick Hogue questioned and spoke of the need to have members attend trainings. Chief Jesse Peters

spoke that it is already a requirement that attendance happen for trainings and meetings. Chair Morris discussed somehow coming up with PTO day for everyone. Selectperson Curry asked if she and Chief Peters could sit down together and tighten the training requirement. Chief Peters stated he had been lenient but wanted a more stringent policy. Dick Hogue, Selectperson Curry and Chief Peters will look at the requirements and make a policy that will work for the department needs. Selectperson O'Brien asked if Representative Sachs could talk to the legislature regarding PTO (LD 369). The Town Administrator stated she would follow up with Representative Sachs will bill number and details. Selectperson Curry will meet with Chief Peters and Dick Hogue to evaluate training needs and requirements to work on a policy.

- **Building Moratorium**

Chair Morris stated it was suggested that the Select Board look at coming up with the potential of a one (1) year moratorium determined at a meeting with Code Enforcement Officer, Planning Board and Select Board to collate the Land Use Ordinances into a seamless document with punch lists for each zoning area. Selectperson O'Brien stated this will be a better discussion after meeting with North Star Planning. Selectperson Curry agrees and stated we can enact for 180 days and can be extended by 180 days. Chair Morris said it could be one (1) year as determined by governing body. Selectperson Curry asked if we were talking about rate of growth or building moratorium. Chair Morris said it's a building moratorium to give the town time to bring Land Use Ordinances up to date and having codes that are reasonable to enforce. We need to evaluate what is a reasonable amount the Code Enforcement Officer and Planning Board can handle under current ordinances. Selectperson Curry suggested tabling this until next Select Board meeting which is after the meeting with North Star Planning.

- **Law Enforcement Options**

Chair Morris asked what does the Select Board want to do? Should we pursue a proposal with partnering with neighboring towns or look for the Cumberland County Sheriff Patrol or have own police force? Selectperson O'Brien mentioned first thing is to get proposals from neighboring towns in Cumberland County. Selectperson O'Brien will look into Cumberland County Sherriff. North Yarmouth initially had interest but has since partnered with Yarmouth. There could be possible covid funds to help pay. There has been recent break ins. Selectperson O'Brien can reach out to Yarmouth as well. Selectperson Curry asked if this can be done in a special town meeting. Can be passed with future start date. Selectperson Curry stated having police presence is important.

- **Special Town Meeting List of Priorities**

Selectperson O'Brien listed compensation ordinance, police, impact fee ordinance, victualer ordinance, sign ordinance and any North Star Planning recommendations. Selectperson Curry listed major subdivision and cluster housing, compensation ordinance and impact fee ordinance, short term rental and victualer ordinance. Chair Morris listed law enforcement and building moratorium. He stated that North Pownal Methodist Church wanted to enter into a service ship agreement with the town to preserve buildings and create a community center. Kathy Hogue asked since the 1-room school house is attached is it considered historic and are there grants to help. Selectperson O'Brien said if we designate it as a community center, we could use ARPA for funding.

- **Lawrence Road Signage**

Chair Morris summarized that Patsy O'Brien likes to ride her horse on Lawrence and Elmwood Road and she was almost hit a few days prior to the meeting. She asked if the town would be willing to put a horse crossing sign at the top of the hill coming from the school towards Lawrence Road. Selectperson O'Brien said he would be willing to do anything it if helped slow

people down. Chair Morris says there is no cost to the town and moves the Select Board authorize the Road Commissioner to order and install signs. Selectperson O'Brien seconds the motion.

Discussion: None

Vote: Yes 3; No 0

Chair Morris asked about the Poland Range Road. The Road Commissioner said it closed today for the culvert work.

- **Meadow Brook Subdivision Road Opening Permit**

Dick Clarke said it was at a stand still and is waiting on the permit application. Selectperson O'Brien felt they should pay for the permit. The Road Commissioner does not see an issue with what they want to do. The permit needs to be paid for ahead of time. Selectperson Curry asked if there is money in escrow. Dick Clarke will have the Code Enforcement Officer reach out. If was questioned whether the CEO could issue the permit or should it be the Select Board. Once the permit is paid for it will be signed by the Select Board.

VII. Old Business

- **Private Road/Driveway**

Decision Letter was sent. There has been no response from resident.

- **PW Electrical Work**

Dick Clarke has reached out to Goggin's Electrical and is waiting to hear back.

- **Handicap Signs – Chadsey Rd**

The signs are ordered.

- **Recording Secretary**

Hired

- **Economic Development Committee**

First meeting is set for September 23, 2021 at 6:30 pm.

- **Orion Breen Land Sale**

This is moving forward. The town attorney reached out with questions and Selectperson Curry and the Town Administrator are providing the information required.

VIII. Correspondence

None

IX. Any Other Business

Chair Morris asked for thoughts regarding contacting the town attorney about the compensation ordinance. Selectperson Curry commented it was to round out the Town Administrator's compensation. Chair Morris motioned he would contact Natalie regarding the policy and money authorized. Selectperson O'Brien seconded the motion.

Discussion: None

Vote: Yes 3; No 0

Chair Morris changed his motion to have Selectperson Curry contact Natalie. Selectperson O'Brien seconded the changed motion.

Discussion: None

Vote: Yes 3; No 0

Sue Peters asked if Selectperson O'Brien has heard back on the impact fee. He answered no. Representative Melanie Sachs spoke about work done in the last 7 month: tax relief, education and environmental work. She was recently appointed to the Energy, Utility and Technology Committee. Been working with the Select Board and Town Administrator on the ARPA funds.

Chair Morris asked how does residents get in touch with her. Representative Sachs provided her cell phone number: (207)299-6825. It was suggested her contact info be put on the website. The Town Administrator will add that to the contact page. She commented that there is new districting coming up. She has helped people with unemployment claims, unclaimed property- she likes to be visible. Sue Peters asked if she has heard feedback regarding vaccination and firefighters. Chair Morris suggested to discuss the ARPA funding at the September 27 meeting.

Sue Peters asked about new fire station plan. Selectperson O'Brien answered it will be part of the Economic Development Committee work. Selectperson Curry said there are open spots on the committee should there be any interest.

Representative Sachs reminded that the Clean Energy Corridor is coming on the ballot this November. It will be another referendum most likely in 2022. If corridor does not pass and it continues it will be a Citizens Referendum in 2022. Chair Morris asked about lease agreement currently being appealed. Talks of building another switching station. Representative Sachs said currently being appealed. She encouraged sending email regarding the two (2) projects to Travis Kennedy.

Chair Morris thanked Representative Sachs for attending the meeting and for the help.

X. Adjournment

Selectperson O'Brien motioned to adjourn the meeting. Selectperson Curry seconded the motion.

Discussion: None


Vote: Yes 3, No 0

The meeting was adjourned at 8:04 pm

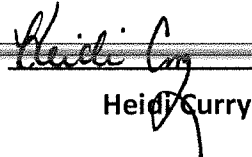
Respectfully Submitted,
Becky Taylor-Chase
Town Administrator



Jon Morris



Andy O'Brien



Heidi Curry