

**Town of Pownal
Select Board Agenda
Monday, March 14, 2022**

- I. Call to Order-In Person Meeting
- II. Pledge of Allegiance
- III. Accounts Payable & Payroll Warrant

AP Warrant # in the amount of \$

Payroll Journal # in the amount of \$

III. Minutes of Previous Meetings

- Minutes of Regular Meeting February 28, 2022

IV. Public Comment – Non-Agenda Items

V. Department Head Reports – Submitted Electronically

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

- Select Board

VI. New Business

- Budget Presentations: Public Works and CIP
- Comprehensive Plan Page 10-Report/Updates
- Unexpended Balances
- Spruce Hollow Road Name Request

VII. Old Business

- Joint Meeting with N. Yarmouth and CC Sheriff

VIII. Correspondence

IX. Any Other Business

XI. Adjournment

ROAD COMMISSIONERS REPORT

March 14, 2022

- **Equipment:** replace cutting edge on Excavator ditching bucket, Grease Loader, Excavator and T-5, 500 hr. service on Backhoe, replace 3 air/electric solenoids for rear differentials on T-2, change oil in T-5, 500 hr. service on Excavator.
- **Plow equipment:** Adjust bed chain on T-3, replace rear brake light on T-6, remove shoes from T-1 dustpan plow.
- **Wash trucks and Loader**
- **Road Grading:** Spot grade on Chadsey, Leighton Roads.
- **Meet with Select Board member O' Brien:** Progress on equipment repairs,
- **Meet with Town Administrator:** Compensation and budget presenting assistance.
- **Poland Range Rd. Multiplate Project:** Still waiting on engineer to approve the disbursement.
- **Update equipment maintenance spreadsheets, fuel, grease, culvert, and salt and gravel logs.**
- **R. W Googins Electric:** Waiting on side outside light and replacing a light switch in Mallett Hall lobby. No progress still too cold.
- **Clean out and organizing of the town garage:**
- **Guardrail on Chadsey /Leighton Rd at the big culvert:** Mainline Fence will not be completed until Spring.
- **Working on a cost estimate to crack seal:** Waiting until Spring.
- **Truck 1 replacement:** Waiting for the new ECM replacement to arrive. Truck is in service with the temporary ECM from Freightliner of Maine.
- **Check roads, treat and plow:** Snow and rain events. Sand/Salt usage is high due to the small events. Spot sand black ice areas.
- **Work on gravel road rehab priorities for next year:** Potential projects for infrastructure funding. This continues.
- **Road Posting:** 5 calls seeking permission to travel town roads, put up BUMP signs.
- **Order 150-ton Salt.**
- **Put up 7 loads of Salt.**
- **Wash greasy coveralls and work cloths.**
- **T-6 factory recall on wheel studs:** Still waiting for the parts.
- **Work on FY – 23 Budget and town report.**
- **Load the public sand bin.**
- **Research vendors for rehabilitating/repainting the Grader and T-4.**
- **Haul 324 cy Winter Sand from the Durgin pit.**
- **Attend the compensation/evaluation workshop.**
- **Check for downed trees, cut brush**
- **Forward a concern regarding pot holes on Elmwood/Pownal Rd to MDOT.**

Town Administrator Report
March 14, 2022

Much of the focus for the last 2 weeks has been on the budget preparation. The initial budget for the General Government, ACO, Planning Board, Mallett Hall and Human Services was presented at the February 28th Select Board meeting. After attending a workshop with the Select Board on the evaluation process I made adjustments to the compensation line for both the General Government and Public Works. I reached out to Maine Natural Gas, Midcoast Human Society and TRIO to get any rate changes for the upcoming year. The budgets were then presented to the Budget Committee on March 8.

I received an update from Consolidated Communications regarding our new phone system. They are not expecting to receive the phones until June so they are looking into alternatives. In the meantime, I had a phone conference with them to talk about the setup, extensions, phone paths etc. on March 10. I also spoke with Splatial Alternatives and we expect to have the online Parcel Viewer active in May or June. Once the map changes are submitted as of April 1 from the Assessor for this past year, they will make the updates, print the tax maps and start the implementation of the online program.

The office has been busy with tax payments as we approach the next due date. The June election officially starts on March 14th as absentee applications will be available that day. We are hoping to get both the RSU5 and the Municipal Officers ballot coded with the State Election but are still waiting to hear if the memory stick can hold both those elections. If not, we will code the RSU5 and hand count the Municipal Officers.

I have been working on the Annual Report and have started the outline for the June town meeting warrant.

On March 7 I performed a wedding ceremony at the town office in the voting room. We do not get to do these often so it was a great way to start the week.

Respectfully Submitted,
Becky Taylor-Chase
Town Administrator