

Town of Pownal
SELECT BOARD MINUTES
November 28, 2022

Present: Andy O'Brien, Jon Morris, Heidi Cushman Curry, Becky Taylor-Chase

Public: Dick Hogue, Susan Briggs Peters, Jan Pieter van Voorst van Beest

Notetaker: Kathy Hogue

- I. Chair Morris called the meeting to order, 6:30pm.
- II. Pledge of Allegiance
- III. AP Warrant #14 in the amount of \$292,943.74 was approved.
Payroll Journal #140 in the amount of \$7,207.15 was approved.
- IV. The minutes of November 14, 2022, were approved as written.
The minutes of November 21, 2022, Executive Session, were approved as written.
- V. Public Comment
 - a. Dick Hogue reported that a Christmas tree has been selected to be put up at Mallett Hall. Chair Morris said he would locate the lights for the tree. The outdoor outlet has been looked at but not yet fixed. Also, the electrician replaced the lightbulb in the cellar hallway and that light is now working.
 - b. Susan Peters asked if Chair Morris has heard from the DOT to come and speak to the Economic and Sustainability Committee? Chair Morris reported that he has left messages but has not yet spoken with them.
 - c. Jan Pieter thanked Andy O'Brien for his assistance with addressing the issue with a non-working elevator and the Bradbury Mountain Arts Show and Sale happening at Mallett Hall. BMA was able to move their entire show to the first floor to meet with handicapped accessibility. Jan Pieter reminded the Board that BMA was due a reimbursement of \$80 for the rental fee of 3 rooms; but that BMA will use that reimbursement to pay towards the "Keep Pownal Warm" fund. A motion was seconded and all voted in favor to refund Bradbury Mountain Arts \$80 reimbursement and to put the \$80 towards the Keep Pownal Warm fund.
- VI. Department Head reports were submitted electronically and can be viewed on the Town's website.
- VII. New Business
 - a. It was moved and 2nd to appoint Mercedes Pour-Previti as a member of the Planning Board for the term of November 28, 2022 to June 30, 2025. All voted in favor.
 - b. It was moved and 2nd to appoint Donna Watson as a member of the Budget Committee for the term of November 28, 2022 to June 30, 2023. All voted in favor.

- c. The elevator needs repair due to a surge during a recent storm. MMA insurance will cover this repair. In addition, the elevator is becoming due for an overhaul/upgrade to meet code. The costs for these upgrades could be paid for through the ARPA grant monies received. The Capital Improvement Projects committee will be notified of this so that they can adjust their line item/cost projected upgrades for the elevator.
- d. The Town received used extrication equipment from Durham Fire Department as a gift some time ago. Pownal has since purchased extrication equipment and Chebeague Island has requested our old equipment. It was moved and 2nd to donate Pownal's old extrication equipment (gifted from Durham FD) to the Chebeague Island Fire Department. All voted in favor.
- e. After looking at the calendar, it was determined that 2023 town meeting would be scheduled for June 26. TA Becky Taylor-Chase suggested that the budget process and procedures/presentations be streamlined for efficiency. She suggested that the first Budget Committee meeting be December 20 where that committee will elect their chair and sign their oaths. At that meeting Becky will explain the suggested new budget process looking for their input to then finalize the upcoming budget process. From there, the Town Administrator and Department Heads would present their budget requests to the Select Board and Budget Committee simultaneously; the first meeting being January 23. From there, budgets and budget requests will be presented to the Budget Committee for further review and/or question/clarifications. It is the hope that this process will be completed by April 10 in order for the warrant to be created and public hearings held.
- f. The Cumberland County 2nd Tranche ARPA funds are available for towns to apply for grants. The Board has authorized Chair Morris and Becky Taylor-Chase to create a rough draft of the grant request; this is a good opportunity to repair the generator and to do some other plumbing/water upgrades.
- g. It was noted that the new Meadowbrook Road has been paved without notifying the Town. As a condition of approval from the Planning Board, the Town was supposed to be notified when this road was paved to be inspected. The Board will contact the engineer for his explanation as to why this was not done and to make arrangements to have the road inspected to make sure it was built to standard.
- h. Mallett Hall Use Form – Kathy Hogue brought forward a draft of some changes to the original use form. The Voting Room, DeWitt Room and Stage Room were measured for dimensions to determine room capacity according to the Office of the State Fire Marshall. Other changes included signing out keys and requiring

additional renter information. A discussion revolved around the Fees and the categories of room use. Kathy will take this back to the Recreation Committee to discuss fee schedule and make a proposal for a future Select Board meeting.

VIII. Old Business

- a. Chair Morris reported that the North Pownal Community Outreach Center has received notification that they are now transferred to non-profit status.

IX. Correspondence

- a. Have received many phone calls about Leighton Road
- b. At the election, received comments on our "good dirt roads"

X. Any other business / none

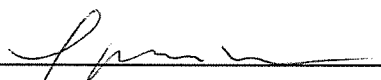
XI. It was moved and 2nd to enter in to Executive Session per 1 M.R.S.A. 405 (6) (A) Personnel Matters at 7:53pm. All voted in favor. ES was adjourned at 8:05pm.

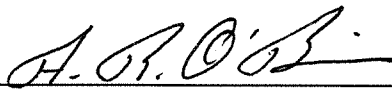
- a. It was moved and 2nd to offer the position of CEO, Building Inspector, Electrical Inspector, Plumbing Inspector and 911 Officer to William Bradshaw. All voted in favor.

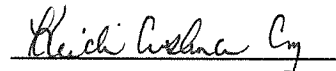
XII. Meeting adjourned 8:05pm.

Respectfully submitted,

Kathleen A. Hogue / Deputy Town Clerk


Jon Morris


Andy O'Brien


Heidi Cushman Curry

