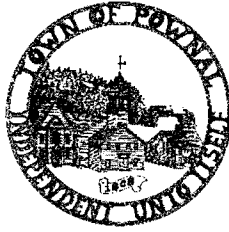


**Town of Pownal**  
**Select Board Agenda**  
**Monday, January 9, 2023 6:00 pm**  
**Workshop & Regular Meeting**

- I. Call to Order
- II. Pledge of Allegiance
- III. Workshop
  - Discuss COLA
  - Compensatory Time Update
  - Accrued Time Off Cap
  - Set Evaluation Schedule
- IV. Accounts Payable & Payroll Warrant
  - AP Warrant # in the amount of \$.
  - Payroll Journal # in the amount of \$.
- III. Minutes of Previous Meeting
  - December 27, 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
  - Mallett Hall Use Form
  - Pole Permit: Lawrence Road
  - Keeping Cumberland County Warm Grant Program Contract
  - Mission Square Retirement Plan: 401A vs 457
- VII. Old Business
- VIII. Correspondence
- IX. Any Other Business
- X. Adjournment



# Town of Pownal

*Independent Unto Itself*

## Public Works

### **Road Commissioners report January 9, 2023**

In the past weeks the public works crew has been working on the following tasks.

- Adding surface gravel to dirt roads to help fix muddy areas and potholes.
- Performing maintenance on equipment.
- Plowing and treating as needed.
- Cutting brush and picking up storm debris.
- Shouldering sides of paved roads as needed.

The public works crew will be working to keep roads safe and in good traveling condition over the next few months.

**Town Administrator Report**  
**January 9, 2023**

The last couple of weeks with the holidays the counter has been slower. Both office staff took some time off. Along with covering the counter I continued to work on the Communication ARPA project. There has been a fair amount of final paperwork to coordinate between the vendors and the County. The parts for the elevator have been ordered for the full upgrade. I am finalizing the paperwork for the acoustics and AV system and those will soon be on order as well. Projected finish is July of this year.

I have also been working on a new ARPA opportunity to help residents with heating needs. This program is again funded through ARPA. I attended a ZOOM meeting and have since had follow up meetings to get the program started. This program is to target needs that fall just outside of General Assistance and LiHEAP. Once we have finalized the contract, I will get information out to the public on how to apply, who qualifies and the times the office is available for applications.

The final large project I have worked on over the last 2 weeks is the Online Parcel Viewer. I'm pleased to report phase 1 should be live by the end of the next week. I have tested the link and works well. I have a meeting set up with Viewshed next week to go over the details of the program. After supplying some more information, phase 2 will be attaching the property cards to each parcel. The next time the assessor is in the office we will compile that information and get it to Viewshed for uploading. Our website will host a link and QR code to access the viewer. The new printed maps will also feature the QR code so individuals can access the viewer quickly.

Along with the above projects I also worked on the following:

- Monthly Email
- Town Mission Square Retirement Fund
- FY24 Budget
- Various HR tasks related to payroll and personnel policy
- Prepare for the January 9, 2023 Select Board Workshop and Meeting
- Counter Coverage
- Website Updates

Respectfully Submitted,  
Becky Taylor-Chase  
Town Administrator