

**Town of Pownal
Select Board Agenda
Monday, September 11, 2023,
5:15 pm Executive Session
6:30 pm Regular Meeting**

- I. Call to Order
- II. Executive Session per 1 M. R.S.A 405 (6) (A) Personnel Matters
- III. Executive Session per 1 M.R.S.A 405 (6) (C) Real Estate
- IV. Pledge of Allegiance
- V. Accounts Payable & Payroll Warrant
 - FY24 AP Warrant # in the amount of \$.
 - Payroll Journal # in the amount of \$.
- VII. Minutes of the Previous Meeting
 - July 24, 2023 Regular Meeting
 - August 14, 2023 Executive Session
 - August 14, 2023 Regular Meeting
 - September 5, 2023 Executive Session
- VIII. Public Comment – Non-Agenda Items

- IX. Department Head Reports

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

 - Select Board
- X. New Business
 - North Pownal Community Club
 - Conservation Commission – Easements
 - Federal ARPA Grant
 - Town Planner Computer
 - General Assistance Partnership with Cumberland County
 - General Assistance Maximum Allowance Adoption
 - Municipal Valuation Return
- XI. Old Business
- XII. Correspondence
- XIII. Any Other Business
- XIV. Adjournment

Town Administrator Report
September 11, 2023

The last couple of weeks in August my time has been focused on counter coverage due to absences and trainings. I processed 19 liens on August 21st which is the lowest amount in my time here. I met with the auditor on the 31st and should be seeing the report in the next couple of weeks.

The beginning of September we received some of the big escrow files and the deputy clerk has been focused on entering those. The counter traffic has also increased as the first tax payment due date approaches.

We learned that elections is delaying the new CVR implementation until after the November election. They felt it would be a hard transition mid-way through an election.

Here are a few other items of focus these last 2 weeks:

- Ordered the quarterly mailer.
- Typing minutes for several meetings
- AP Warrant and payroll processing
- Motor Vehicle Report
- Monthly IF&W and Animal Welfare reports
- Balancing the General Checking account
- Website updates

Respectfully,
Becky Taylor-Chase
Town Administrator