

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

I. **Call to Order** by Chair Morris at 5:15 pm.

II. **Executive Session per 1 M. R.S.A 405 (6) (A) Personnel Matters**

Chair Morris motioned to enter into the Executive Session per 1 M.R.S A 406 (6)(A) Personnel Matters. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

Chair Morris motioned to exit the Executive Session at 6:10 pm. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

Chair Morris motioned to extend a job offer to Thomas Ursia for the Town Planner position as presented in package 1. Thirty hours per week, 3 Days at \$40 per hour. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

III. **Executive Session per 1 M.R.S.A 405 (6) (C) Real Estate**

Chair Morris motioned to enter into the Executive Session per 1. M.R.S. A 405 (6)(C) Real Estate at 6:10 pm. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

Chair Morris motioned to exit the Executive Session at 6:20 pm. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

The regular meeting was called back to order at 6:30 pm by Chair Morris

Members Present: Jon Morris, Andy O'Brien, Kate Day

Town Administrator: Becky Taylor-Chase

Road Commissioner: Matt Nielsen

Fire Chief: Jesse Peters

IV. **Pledge of Allegiance**

V. **Accounts Payable & Payroll Warrant**

- **FY24 AP Warrant #8 in the amount of \$249,702.92.**

Selectperson O'Brien motioned to pay FY24 AP Warrant #8 in the amount of \$249,702.92.

Selectperson Day seconded.

Discussion: None

Vote: Yes 3; No 0

- **Payroll Journal #108 in the amount of \$7,885.13.**

Selectperson O'Brien motioned to pay Payroll Journal #108 in the amount of \$7,885.13.

Selectperson Day seconded.

Discussion: None

Vote: Yes 3; No 0

VII. Minutes of the Previous Meeting

- **July 24, 2023 Regular Meeting**

Selectperson O'Brien motioned to approve the minutes of the July 24, 2023 Regular Meeting as printed. Selectperson Day seconded.

Discussion: None

Vote: Yes 3; No 0

- **August 14, 2023 Executive Session**

Selectperson O'Brien motioned to approve the minutes of the August 14, 2023 Executive Session as printed. Selectperson Day seconded.

Discussion: None

Vote: Yes 3; No 0

- **August 14, 2023 Regular Meeting**

Selectperson O'Brien motioned to approve the minutes of the August 14, 2023 Regular Meeting as printed. Selectperson Day seconded.

Discussion: None

Vote: Yes 3; No 0

- **September 5, 2023 Executive Session**

Selectperson O'Brien motioned to approve the minutes of the September 5, 2023 Executive Session as printed. Selectperson Day seconded.

Discussion: None

Vote: Yes 3; No 0

VIII. Public Comment – Non-Agenda Items

None

IX. Department Head Reports

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

- **Select Board**

Selectperson O'Brien commented that the 5-year sanitary survey for PCWA was completed and we passed.

X. New Business

- **North Pownal Community Club**

Chair Morris tabled to the next meeting.

- **Conservation Commission – Easements**

Selectperson O'Brien stated having just received the information earlier in the day via email he would like to have the town attorney review before moving forward. Chair Morris stated the town attorney will need to review; he is just trying to keep to the schedule for the special town

meeting timeline. We could conditionally approve pending legal review and approval. Selectperson Day stated she is familiar with the document having served on the Conservation Commission and now being the liaison to the group. There have been more edits that do not appear in this document. Matt Welch, Chair of the Conservation Commission, stated they have been working on the document. Janet Lynch has put a lot of work into it and sent it out. There were some comments that came back that would have some edits. They need to finalize that. Chair Morris asked for the completed document to be sent to the Town Administrator so it could be sent for attorney review. We will need to plan for 2 public hearings.

- **Federal ARPA Grant**

The Town Administrator stated in past discussions replacing the town office computers was mentioned and a question about replacement cost had been raised. She reached out to get an estimate. Upon arrival at work the CEO's computer was trying to update and was frozen. ION Networking came to the office and it took until 2:15 pm to get the computer running. While here the technician did an audit and all the computers are several years out of date. She would like to get a quote to replace them all including the Fire Chief's to present as an option for ARPA funds. The Select Board agreed to get a quote for review. Chair Morris asked for an update on the lighting and heat pump grant. The Town Administrator stated the deadline has passed and she was not able to get contractors to come and do the audit that was required for the grant.

- **Town Planner Computer**

The Town Administrator received a quote for a computer for the Town Planner position. The quote was \$1694.69. This set up is a laptop with a secondary screen. Chair Morris motioned to appropriate \$1694.69 for the purchase of the computer for the Town Planner. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

- **General Assistance Partnership with Cumberland County**

The Town Administrator stated that Cumberland County had recently hired a General Assistance coordinator and was reaching out to towns to see if they were interested in contracting. The summary is all GA applicants would go through them, they would do the state reporting and the town would expend the funds under the GA expense line. The coordinator would also have the knowledge of other programs that could help. This might be something we look at for the next budget year. Chair Morris stated he had questions that may need to be addressed in an Executive Session. The Town Administrator stated North Yarmouth had just signed on and we could connect with them to see how the program is working. She wanted to just make the Select Board aware of the program.

- **General Assistance Maximum Allowance Adoption**

Chair Morris stated each year we are required to adopt the current maximum/minimum allowances for General Assistance. Selectperson O'Brien motioned to adopt the minimum/maximum allowances per the reference sheet for Cumberland County. Selectperson Day seconded.

Discussion: None

Vote: Yes 3; No 0

- **Municipal Valuation Return**

Chair Morris stated that the Municipal Valuation Return is the final document in the tax process and the Select Board is required to approve. Chair Morris motioned to accept the Assessor's Municipal Valuation Return. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

Matt Welch asked for some clarification from the previous agenda item. Will the Town be voting on the general terms or will they need a completed easement. Selectperson O'Brien stated it needed to be complete. Chair Morris stated it will need the exact language.

- **PCWA Generator**

Chair Morris asked for an update on the PCWA ARPA project. Selectperson O'Brien stated he was working on a second quote and should have that soon.

Chair Morris stated with the Select Board's permission he would like to schedule a presentation on Solar Power. Both Selectperson O'Brien and Day agreed to the presentation.

XI. Old Business

None

XII. Correspondence

The Town Administrator stated the office had received several calls about the clearing on Route 9. She wanted the minutes to reflect this is the Estabrook's project. She has also received several calls regarding tree trimming in town. This is both work that CMP is doing to keep power lines clear and our Public Work's department as they have been working on ditching. The office has also had several visits from a Leighton Road resident ranging from now many "nips" he's picked up to property tax programs.

Selectperson O'Brien stated in the Select Board emails there is a request for a meeting with the Select Board regarding easements to land from a resident. This went to the Planning Board first.

XIII. Any Other Business

None

XIV. Adjournment

Chair Morris motioned to adjourn the meeting. Selectperson O'Brien seconded.

Discussion: None

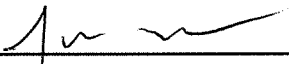
Vote: Yes 3; No 0


The meeting adjourned at 6:59 pm.

Respectfully submitted,

Becky Taylor-Chase

Town Administrator


Jon Morris


Andy O'Brien


Kate Day