

**Town of Pownal**  
**Meeting Minutes of Monday, October 22, 2018**  
**7:00PM – Mallett Hall**

**I. Call to Order – 7:00pm – Pledge of Allegiance**

Members Present: Jon Morris, George Anderson, Shawn Bennett & Administrative Assistant Melissa Henes.

**II. Accounts Payable & Payroll Warrant**

Selectman Anderson moved to approve AP Warrant # 28. Selectman Bennett seconded the motion. Discussion: None. **Vote: 3-Yes 0-No.**

Selectman Bennett moved to approve Payroll Warrant # 26 & 27. Selectman Anderson seconded the motion. Discussion: None. **Vote: 3-Yes 0-No.**

**III. Minutes of Previous Meeting(s)**

Selectman Bennett moved to approve minutes of October 9, 2018. Selectman Anderson seconded to motion. Discussion: None. **Vote: 3- Yes 0- No.**

**IV. Public Comment – Non-Agenda Items**

None.

**V. Department Head Reports**

Fire Chief – Nothing to report.

Road Commissioner- Mr. Clarke gave the Board his brief report. He discussed the sand shed and the public sand shed. He informed the Board there were two more trucks to service. He reported the generator for Mallett Hall was not working after the last “storm.” He informed the Board it was still under warranty and will be repaired within a couple weeks. He reported the crew would be grading roads, replacing a handful of culverts. He announced Phil Wentworth would be filling in part time until someone is hired to fill Mr. Porter’s position. The Board asked Mr. Clarke to provide Ms. Henes with a Bi – Weekly report to post on the website.

Town Clerk – Ms. Henes gave the Board her report. She discussed Policy books and Ordinances. She discussed the correspondence she had with Liza Nichols regarding Code Books. She discussed the importance of her being copied on correspondence from all Boards and Committees when it came to Meetings, Agendas & Minutes. Her report also included the Old Safe being posted for sale; Election Clerks were in place for Election Day; Ordering a check scanner for the office the upcoming closures due to holidays and the resignation of the newly hired Deputy Town Clerk.

**VI. Executive Session – with the Road Commissioner (Taken Out of Order)**

Chairman Morris moved the Board enter into executive session pursuant to 1 M.R.S.A. §405(6)(A) to discuss personnel matters with the Road Commissioner and the Administrative Assistant at 8:14pm. Selectman Bennett seconded the motion. Discussion: None. **Vote: 3- Yes 0- No.** Chairman Morris moved to exit executive session at 8:20pm. Selectman Anderson seconded the motion. Discussion: None. **Vote: 3- Yes 0-No.**

Chairman Morris asked Ms. Henes to draft a letter to Mr. Porter.

**VII. New Business**

Ordinance Review Committee – Problem Ordinances they should focus on – Chairman Morris asked that the Board go through the Ordinance Books and make notation on Ordinances they feel should be looked at as well as getting Ryan’s input on ordinances. So far Ryan has suggested going over definitions.

The workshop was scheduled with Alyssa Tibbetts for October 29, 2018 at 6pm.

A workshop for Building and Property Management Ordinance was scheduled for Tuesday, November 13, 2018 at 6pm.

A workshop for a Marijuana Ordinance was scheduled for Monday, November 26, 2018 at 6pm.

Upcoming Meeting Dates set:

- Tuesday, November 13<sup>th</sup>
- Monday, November 26<sup>th</sup>
- Monday, December 10<sup>th</sup>

**VIII. Old Business**

None.

**IX. Correspondence**

A resident made a comment about a structure another resident was building on Chadsey Rd. They were questioning the square footage of the structure based on the area of the lot. Ms. Henes informed the Board that the applicant had come in and had reduced the size of the structure and had been issued a refund for the difference in size. Ms. Henes also noted she would have a conversation with the Code Enforcement Officer regarding any stipulations about structure sizes on lots.

**X. Any Other Business**

Chairman Morris noted the upcoming RSU #5 Budget Meeting. He also noted the upcoming Eco Maine Board of Directors meeting.

**XI. Adjournment**

Selectman Anderson moved to adjourn at 8:41pm. Selectman Bennett seconded. Discussion: None. **Vote: 3- Yes 0- No.**

**SELECT BOARD**

  
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Jon Morris

  
\_\_\_\_\_  
George Anderson

  
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Shawn Bennett