

**Town of Pownal  
Select Board Agenda  
Monday, November 27, 2023,  
6:30 pm Regular Meeting**

- I. Call to Order
- II. Pledge of Allegiance
- III. Accounts Payable & Payroll Warrant
  - FY24 AP Warrant # in the amount of \$.
  - Payroll Journal # in the amount of \$.
- IV. Minutes of the Previous Meeting
  - November 13, 2023 Regular Meeting
- V. Public Comment – Non-Agenda Items
  
- VI. Department Head Reports

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

  - **Select Board**
- VII. New Business
  - Federal ARPA Grant
  - Draft Special Town Meeting Warrant
  - Mallett Hall Buildings & Grounds Committee Charge
  - Town Funds Investment Policy
  - BEAD Grant (Broadband Equity Access & Deployment)
  
- VIII. Old Business
- IX. Correspondence
- X. Any Other Business
- XI. Adjournment

**Town Administrator Report**  
**November 27, 2023**

The office is continuing to finish the post-election activities. We have completed all of them and are awaiting the state to turn on the voter participation module so we can complete that task. That is expected to begin on December 4<sup>th</sup>. As we are completing the November election, we are already in the planning phases of the March Presidential Primary. Initial paperwork has been submitted and the memory sticks have been returned for reprogramming. On or around December 4, 2023, we will begin accepting absentee ballot applications for the March primary.

We welcomed our new Deputy Clerk, Pascale Delsol, on November 20. My focus has been helping her settle in and begin the training. Welcome aboard Pascale, we are happy to have you joining us! I have also been focusing on getting the special town meeting draft warrant prepared and coordinating with others on the exhibits. Some items that have been made available are posted on the town's website for the upcoming public hearings and the rest should be up next week.

Other items of focus:

- New Employee onboarding
- Reconciling the General Fund Checking Account
- Attending a Motor Vehicle Workshop
- Completed Motor Vehicle Report
- Payroll and AP processing

Respectfully,  
Becky Taylor-Chase  
Town Administrator