

Town of Pownal
Select Board Agenda
Monday, January 22, 2024
6:00 pm Executive Session, 6:30 pm Regular Meeting
7:00 pm Special Town Meeting

- I. **Call to Order**
- II. **Enter Executive Session per 1 M.R.S.A 406 (6)(A) Personnel Matters**
- III. **Exit Executive Session**
- IV. **Pledge of Allegiance**
- V. **Accounts Payable Warrant & Payroll Journal**
 - FY24 AP Warrant # in the amount of \$.
 - Payroll Journal # in the amount of \$.
- VI. **Minutes of the Previous Meeting**
 - January 8, 2024 Regular Meeting
- VII. **Public Comment – Non- Agenda Items**
- VIII. **Department Head Reports**

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

 - Select Board
- IX. **New Business**
 - Real Estate Request Map 2, Lots 30-32
 - Cost of Living Percentage – Budgeting Purposes
 - Town Office Closure, February 6, 2024
- X. **Old Business**
- XI. **Correspondence**
- XII. **Any Other Business**
- XIII. **Adjournment**

Town Administrator Report
January 22, 2024

The office has been working on preparing for the special town meeting and processing absentee ballot requests. We have spent time on continued election training and Pascale has started working on the election clerk schedule. The counter has been busy mostly with dog registrations as the deadline of January 31st approaches. We continue to cross train on many office functions.

Other items of focus:

- AP Warrant and Payroll Processing
- Website posting
- Attended Planning Board meeting
- 1099 Processing
- FY25 budget preparation
- Met with members of Mallett Hall Buildings & Grounds Committee
- Employee onboarding for Fire Department

Respectfully,
Becky Taylor-Chase
Town Administrator