

**Town of Pownal
Select Board Agenda
Monday, February 12, 2024
5:45 & 6:00 pm Executive Sessions, 6:30 pm Regular 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 #279 in the amount of \$.

VI. Minutes of the Previous Meeting

- December 18, 2023 Public Hearing Minutes
- January 22, 2024 Regular Meeting
- January 22, 2024 Special Town Meeting Minutes

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

- Budget Presentations: General Government, Mallett Hall, Human Services, Planning Board, Cemetery
- June Town Meeting Date – FEMA Flood Ordinance Adoption
- Volunteer Form for Recreation Committee – Kevin Luey
- Mallett Hall Maintenance Position
- CIP Spreadsheet Request
- Conservation Commission: Sweetser Road Survey
- Drink Water Grant Endorsement Letter

X. Old Business

XI. Correspondence

XII. Any Other Business

XIII. Adjournment

Town Administrator Report
February 12, 2024

It has been a busy few weeks in the office. First, we prepared and facilitated the Special Town Meeting on January 22, 2024. We had over 60 voters participate. A full recording of the meeting is posted on our Town's YouTube channel. The subsequent days were spent taking care of the next steps based on the vote of the articles. The deputy clerk has been working on election preparation as the Presidential Primary gets underway. Absentee Ballots are now available, visit our website for more information on the election and how to vote absentee. The counter saw increased activity on dog registration as the deadline to register to avoid a late fee was January 31st.

I have focused on final preparations for the first budget presentations. I also have several hours invested in the 2023 Worker's Compensation Audit. In years past this has been completed by an outside auditor but this year the tasks were channeled down to the office. We have also continued to work on cross training.

Pascale and I sat in on an informational session with the Bureau of Motor Vehicles regarding the replacement of the chickadee plates. A quick summary is starting May 1, 2025, we will begin the process of replacing plates with the newly designed flag plate (still in final phases of design). If residents want to keep their existing number, they can reserve it starting May 1, 2024, for a \$25 fee. The last time the State replaced the basic passenger plate it was mostly managed from Augusta. Since municipalities do 80% of registrations, we will be managing the changeover. There are more details to come and we will be sure to include the details in upcoming town correspondence to inform the residents of Pownal.

We also sat in on an election informational session regarding the election and the new laws that have gone into effect this year. One of them being the semi-open primary. We have posted information on the website regarding this change. Another is the ongoing absentee status which just went into effect on February 1, 2024. We will get information out to residents in the coming days regarding this change. The final change is a new online voter registration. This went live on February 4, 2024, and we have not received all the information regarding how it works for residents. This process requires us to check daily in our voting database and process any submissions. As we receive more information from the Secretary of State's office will get that information out to the public.

The week of February 5th the furnace was replaced at Mallett Hall.

Other items of focus:

- AP Warrant and Payroll Processing
- Website posting
- Motor Vehicle Reports
- Monthly Dog and IF&W reports
- Brown Tail Moth grant work
- General Checking reconciliation
- TIF document preparation

Respectfully,
Becky Taylor-Chase
Town Administrator