2011

Annual Report July 1, 2010- June 30, 2011 Pownal, Maine

Pownal (Me.)

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ANNUAL REPORT

July 1, 2010 ~ June 30, 2011

Pownal, Maine
We dedicate this Annual Report to . . .

Kelly Wentworth

Kelly Wentworth started working for the Town of Pownal in 2001, taking over from Edna Menchen as Town Clerk, Treasurer, Tax Collector and Registrar of Voters. A year and a half ago, Kelly became the Town’s first Administrative Assistant to the Selectmen, and in doing so also accepted the duties of General Assistant Director and Purchasing Agent. During this busy time Kelly managed to pull Pownal’s town office into the 21st century. Through her efforts she created a more efficient, service oriented, and fiscally responsible town government.

Kelly’s talent and dedication were recognized by the recently-formed RSU5, which offered her the position of Finance and Human Resources Director. In that position, Kelly continues to serve the citizens of Pownal, and has added the citizens of Freeport and Durham to the list of those who benefit from her good works.

The people of Pownal dedicate this town report to Kelly with heartfelt thanks for her years of cheerful, direct and intelligent management of the town office. Best wishes from all of us, and go get’em, Kelly!!
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**United States Senators**  

**Senator Olympia Snowe**  
154 Russell Senate Office Building  
Washington, DC 20510-0001  
(202) 224-5344 or (800) 432-1599  

**Senator Susan Collins**  
413 Dirksen Senate Office Bldg.  
Washington, DC 20510  
(202) 224-2523
**Representative to Congress**

**Representative Chellie Pingree**  
1037 Longworth House Office Building  
Washington, D.C. 20515  
Phone: (202) 225-6116  
Fax: (202) 225-5590  
http://pingree.house.gov/

**State Senator**

**Stan Gerzofsky, District #10**  
Senate of Maine, Office of the President  
3 State House Station  
Augusta, Maine 04333-0003  
(1-800) 423-6900 or 287-1515  
http://janus.state.me.us/legis

**Representatives to the Legislature**

**Hon. David C. Webster, District 106**  
P. O. Box 124  
Freeport, Maine 04032  
Residence/Business: (207) 865-4311  
RepDavid.Webster@legislature.maine.gov

**Hon. Anne P. Graham, District 109**  
97 Farms Edge Road  
North Yarmouth, ME 04097  
Residence/Business: (207) 846-0049  
RepAnne.Graham@legislature.maine.gov

**Maine State Capital Address**

House of Representatives  
2 State House Station  
Augusta, Maine 04333-0002  
(207) 287-1400 (voice)  
(207) 287-4469 (TTY)

Year-Round Toll Free House of Representatives Message Center: 1-800-423-2900  
Maine Legislative Internet Web Site: http://janus.state.me.us/legis
January 14, 2011

Town of Pownal
429 Hallowell Road
Pownal, ME 04069

Dear Town of Pownal:

As the new session of Congress began, I was honored to become the longest, currently serving member of the U.S. Senate to have never missed a roll call vote. As the 111th Congress ended, I cast my 4,563rd consecutive vote. It is a privilege to represent you in Washington, D.C. and I appreciate this opportunity to share some of my recent work as we look forward to the opportunities and challenges that lie ahead in the 112th Congress.

Creating jobs and strengthening our economy remain our nation’s most pressing challenges. Far too many families and individuals throughout Maine and our nation are still suffering from a sluggish economy and high unemployment. That is why it was so vital for Congress to extend the 2001 and 2003 tax relief laws. I strongly supported a two-year extension because allowing these laws to expire would have resulted in one of the largest tax increases in our nation’s history, and job-killing tax hikes could well have plunged our economy deeper into recession.

Last year, I spoke to small business owners throughout Maine who told me that a tax increase could result in a loss of jobs and threaten the viability of their businesses. It is good news that Congress passed the two-year extension of these tax relief laws before 2010 came to a close, providing more certainty to businesses and relief for all taxpayers.

After years of repeated but unsuccessful attempts by the Maine delegation to address the federal truck weights law, I authored a successful truck weights pilot program in 2009 that was in effect for one year. The pilot program permitted trucks weighing up to 100,000 pounds to travel on Maine’s federal interstates, where these trucks belong, rather than being diverted to secondary roads, through small communities, downtown areas, and school zones. The benefits have been evident: improved safety, lower costs, reduced energy use, and reduced emissions. I was disappointed that the U.S. House of Representatives failed to take action either to extend the pilot program or to make it permanent. Making the truck weights program permanent will be one of my top priorities this year and will be the first bill I introduce in the new Congress.

The President signed into law a number of bills that I authored or coauthored. I was proud to join Senator Joe Lieberman in leading the effort to repeal the so-called “Don’t Ask, Don’t Tell” law that applied to our armed forces. This long-overdue repeal enables the U.S. to join 35 of our closest allies in welcoming the military service of any qualified individual who is willing and capable of serving our country.

My efforts to counter the smuggling of illegal drugs across the Canadian border into Maine, and vice versa, were advanced when the President signed the “Northern Border Counternarcotics Strategy Act.” I was the lead Republican sponsor of this law, which requires the Office of National Drug Control Policy to develop a counternarcotics strategy similar to that of the Southwestern border in collaboration with our Canadian partners. The Senate Homeland Security Committee also conducted an extensive investigation into the Fort Hood terrorist attack. We will soon release a report with recommendations on how to reduce the possibility of such an attack in the future.
Former Senator Evan Bayh and I authored a new law that establishes a new Advisory Council to develop a national plan for combating Alzheimer’s disease. For the first time, this law charges federal agencies to develop a strategy to advance efforts to fight this devastating disease, at no additional cost to taxpayers.

As far too many people know, Alzheimer’s disease inflicts pain and hardship on families, and costs Medicare and Medicaid billions, yet our nation has been lacking a national strategy to focus on this disease.

Maine’s natural resource industries are essential to our prosperity. Last October, along with other Delegation members, I testified at an International Trade Commission hearing that resulted in a ruling that Chinese and Indonesian paper companies had been engaging in illegal trade that is unfair to our domestic industry. During the debate on the Food Safety Modernization Act, I successfully advocated for an amendment, backed by Maine’s small and organic farmers, to protect our small farms from excessive regulation.

In my ongoing efforts to save jobs in Maine, I succeeded in convincing the EPA to rework regulations known as “boiler MACT” in a manner that protects the environment and public health without jeopardizing jobs in the forest products industry. I also authored successful legislation to provide small contractors more time to comply with EPA lead-based paint regulations. The high fines for non-compliance would have put many small contractors in Maine out of business.

Working with the University of Maine, I helped advance the development of deep water, offshore wind energy. Last summer, Energy Secretary Steven Chu visited UMaine at my request, which resulted in an announcement that the Department would dedicate $20 million to develop and test deepwater offshore wind technologies. UMaine remains on the cutting edge of this work, which has the potential to create 15,000 jobs.

I secured funding for a number of important transportation projects in 2010. For example, following my request, U.S. Transportation Secretary Ray LaHood announced that the Department would award $10.5 million for Maine’s effort to save freight railroad service in Northern Maine, and $20 million for the rehabilitation of the Memorial Bridge between Kittery and Portsmouth.

As a member of the Senate Armed Services Committee, I worked to ensure that our men and women in uniform have the resources and support they need to protect our freedom. In 2010, I supported efforts to improve health care and other services for our military personnel and veterans, and authored key provisions to strengthen our national defense by supporting the vital work at Bath Iron Works, the Portsmouth Naval Shipyard, Pratt & Whitney, the Maine Military Authority, and other Maine industries. Following my letter last year to the President’s top budget official urging him to include increased funding for the DDG-51 program in next year’s budget, Defense Secretary Gates recently announced that the Pentagon would seek an additional DDG-51 in its five-year budget.

The 112th Congress will bring extraordinary challenges as we work to improve the economy, lower the unemployment rate, seek ways to reduce federal spending to bring the federal debt under control, and debate a host of other important issues. I am grateful for the opportunity to serve Pownal and Maine in the United States Senate. If ever I can be of assistance to you, please contact my Portland Office at (207) 780-3575, or visit my website at http://collins.senate.gov. May 2011 be a good year for your family, your community, our state and our nation.

Sincerely,

Susan Collins
United States Senator
Dear friends,

I’m proud to live in a state where individuals work so hard to sustain their communities.

We hold town meetings where neighbors can find compromise amid their disagreements, while still being able to say hello the next morning at the corner store. We help our neighbors through tough times by sending care packages to overseas troops, donating to local food pantries, and raising money for sick members of the community. And we work with each other to make the most out of bad situations.

There’s no doubt that times are still hard for Maine’s working families, but I’m optimistic about the future because all this hard work is starting to pay off. This year, Mainers have been able to turn bad news into good for Maine’s economy. In Brunswick, Kestrel Aviation announced that it would start making airplanes with composite materials on the site of the closing naval base. In Biddeford, small businesses are thriving in the space once occupied by the now closed North Dam Mill. In Port Clyde, fishermen are starting to create jobs after forming a co-op in the wake of declining prices.

What’s more, Maine communities are doing what’s needed to take full advantage of these and other opportunities.

We’re strengthening the infrastructure on which we do business by protecting Memorial Bridge in Kittery, bringing the Downeaster to the Midcoast, and expanding broadband Internet.

Local groups and businesses are working with me to fight for regulations that recognize the successful conservation efforts of our fishermen, don’t overburden our small family farms, and protect our paper companies from Chinese trade practices meant to undercut them.

We’re educating workers for new jobs, like in Kennebec Valley to train solar technicians, at SMCC for composite materials, and the University of Maine for other green jobs.

And we’re taking care of our people by making sure veterans get the benefits they’ve earned, families aren’t bankrupted by illness, and seniors don’t lose their hard-earned savings to the excesses of Wall Street.

It’s an honor working with your communities to move Maine forward and to represent your families in Washington. If you have comments, or need help with any federal issue, please contact me at (207) 774-5019 or www.pingree.house.gov/contact.

Hope to see you in Maine soon,

Chellie Pingree
Member of Congress
Dear Friends,

Thank you for the opportunity to serve as your State Senator. It is an honor to represent the people, businesses, and interests of Pownal.

We started the legislative session this year with some fresh faces, a new governor and a new perspective for Maine’s future. Unfortunately, we still face some of the same old challenges like a budget shortfall, the need for more jobs, and jumpstarting our economy. Despite the national recession that forced many hardships on state and local government, the business community, and just about every household around the state; we continue to work toward an economic recovery and stronger future for our state.

Just like we did with the closing of the Brunswick Naval Air Station (BNAS), our region pulled together with a common vision to redevelop the site. Because of this kind of resolve, the region has seen the addition of over 600 jobs and certainly more to come in the near future. We remain poised and ready for better times ahead.

I always welcome your opinion and feedback as the Legislature does its work. Feel free to contact me anytime by email at SenStan.Gerzofsky@legislature.maine.gov. I can also be reached by phone locally at (207) 373-1328 or the State House at (207) 287-1515.

No matter how complex or challenging the issue, it is an honor to represent you. As your State Senator, it is my pledge to keep you informed about what is happening in the Maine Legislature. Please go to www.maine senate.org/gerzofsky to sign up for legislative email updates.

I appreciate the trust and support put in me to represent you and the Town of Pownal.

Sincerely,

Stan Gerzofsky
State Senator
District #10

Phone: (207) 287-1515 * Fax (207) 287-1585 * Toll Free 1-800-423-6900 * Website: www.maine senate.org/gerzofsky
Town Officers

Board of Selectmen

Timothy Giddinge, Chairman 2012
Alfred Fauver 2011
Jonathan Morris 2013

Appointed Officers

Administrative Assistant
(Town Clerk, Tax Collector & Treasurer) Justin L. Poirier
Deputy Town Clerk/Deputy Tax Collector Scott Seaver
Deputy Town Clerk/Deputy Tax Collector Kim Best
Road Commissioner Shawn M. Bennett
Fire & Rescue Chief Jesse Peters
Code Enforcement Officer Craig A. Vosmus
(Building, Electrical & Plumbing Inspector)
Moderator James G. Boyles
Constable Craig A. Vosmus
Animal Control Officer Mark Richardson
Health Officer Leslie Searfoss

Boards, Committees & Commissions

Cemetery Commission Lorraine Merrill, Chair
Duane Snow
Craig A. Vosmus

Planning Board Ronald R. Hodsdon
Elizabeth Q. Nichols
Joan Mueller
Kelly Welch
William Jordan, Jr. (alternate)
Eric Dube (alternate)

Town Planner Anthony Dater

Board of Appeals Richard E. Hogue
Lois Strickland Pervier
Robert H. Farrington
J. Matthew Kennedy
Stephen Litchfield
Philip M. Wentworth (alternate)
**Town Information**

**Town Office Hours**
- Monday: 8:30am – 6:30pm
- Tuesday: 8:30am – 4:30pm
- Wednesday: 8:30am – 4:30pm
- Thursday: 8:30am – 4:30pm
- Friday: CLOSED

**Board of Selectmen Meetings**

Monday evening, 7:00pm @ Mallett Hall (except legal holidays)

**Phone Numbers**
- Emergency / Fire & Rescue: 911
- Town Clerk / Treasurer / Tax Collector: 688-4611
- Selectmen / Assessors: 688-4431
- Road Commissioner: 688-4407
- Animal Control Officer: 688-4594
- Town Fax: 688-4978

**Email Addresses**
- Selectmen / Assessors: selectmen@pownalmaine.org
- Town Clerk: townclerk@pownalmaine.org
- Tax Collector: taxcollector@pownalmaine.org
- Road Commissioner: publicworks@pownalmaine.org
- Code Enforcement Officer: ceo@pownalmaine.org
- Animal Control Officer: sillysqueek@gmail.com

**Town Website**

www.pownalmaine.org
State of the Town

One might think that not much changes in our small Town of Pownal. While that may normally hold true, the past twelve months have been quite the opposite. The most obvious example would be our completely new staff in the Town Office.

After the resignation of Administrative Assistant Kelly Wentworth last fall, we interviewed several potential candidates. On November 1, Justin Poirer became Pownal’s new Administrative Assistant. Justin comes to us with a background in municipal administration from Belmont, Massachusetts. He graduated from the University of Maine in 2006 with a degree in Public Management. Justin was joined by Scott Seaver as an Office Clerk in September. Both are passionate about their roles in municipal government, and are great assets to the Town of Pownal.

After the departure of Office Clerk Kathy Malloy, Pownal resident Kim Best was hired in February. Kim filled the part-time position that was approved during last year’s Town Meeting. The addition of the second position now brings an improved system of ‘checks and balances’ to our municipal government operations.

In addition to the staff changes, we were informed last fall that our current auditors were terminating their municipal government contracts. We now also had to search for, request proposals from, and finally, hire all new auditors. Following the advice of our new auditors we have adopted a policy suggesting that the Town’s fund balance be kept at least two but not more than three twelfths of its annual expenditures. Along with being fiscally responsible, this fund, accessed by special Town Meeting, could cover unforeseen expenses. We will also be changing from two accounting computer programs to one. Although slightly more expensive, this will make it more difficult to commit fraud against the Town.

Two other major additions to the Town include the new natural gas line that now runs down Elmwood, Verrill, and Merrill Road. The line is a low pressure system that residents can tap into, providing a less expensive and more environmentally friendly energy source. Maine Natural Gas is offering conversion rebates for those wishing to join many of the Pownal residents already taking advantage of this resource. You will find an article in this year’s Town Warrant to convert town-owned buildings from oil to natural gas.

The new US Cellular Tower was approved, and recently constructed at the corner of Hallowell Road and Loring Lane. Between these two projects we have seen a significant increase in Pownal’s ‘value’, with little or no additional services required from us. The approved Central Maine Power line expansion is scheduled to begin in June and expected to be finished in 2013. Self-sustaining businesses such as these are increasingly important to a small town such as ours, especially as other revenue resources are declining.

Our town committees have been hard at work as well this year. The Ordinance Review Committee and the Planning Board have been working with Greater Portland Council of Governments on reformatting our zoning ordinance book. The Conservation Commission has been working with our forester on harvesting the town-owned lot at the corner of Allen and Sweetser Roads. Along with our standing committees, two advisory committees were formed this year.

*A Compensation Committee has recommended the changes stated to the Compensation Policy, as an article for your approval on the Town Warrant.
*A new Needs Assessment Committee has begun the process of identifying and evaluating the infrastructural and financial needs that Pownal will likely face within the next 20 years. This is the first step in a much-needed planning process.

Outside of the Town Hall, things have been just as busy:
* We would like to welcome Lisa Demick as the new Principal at Pownal Elementary School.

* At the Fire Station, Jesse Peters has completed his first year as Pownal’s Fire Chief. A longtime Pownal resident and firefighter for the City of Portland, Jesse is well qualified to fill this important position, and this year, he will also become our Emergency Management Director. Jesse’s devotion to duty makes him a welcome addition to any team, and we are happy that he’s here.

* We have a new three year contract with Pine Tree Waste for the collection of both trash and recyclables. The pay-per-bag, and curb side recycling system is working well. Pownal now has one of the top recycling percentages within the eco-Maine community. Because of this and eco-Maine debt dropping off, we should see some significant savings in the coming years.

* North Yarmouth resident Ann Graham has replaced Sue Austin as our Representative in the Maine Legislature.

* The Bradbury Mountain State Park and the new trail connecting Bradbury Mountain to Pineland Woods in Gray have a new management plan. It can be found at on the Department of Conservation’s web site at:

As always, our thanks go out to all of the volunteers that make Pownal this special place. If you think that you have something to offer or would just like to get involved, there are many ways in which you can help. Please contact one of your Selectmen or simply fill out a volunteer form available on the web or at Town hall.

For more information please visit the new and improved website pownalmaine.org. On our site you will find many useful links, including the Maine Natural Gas Company and Maine Power Options. We, the Selectmen, hold meetings on Monday’s at 7pm. These meetings are open to the public and everyone is welcome.

Respectfully Submitted,

Timothy J. Gidding
Alfred N. Fauver
Jonathan Morris
TOWN MEETING WARRANT

To Kim Best, a resident of the Town of Pownal, in the County of Cumberland and the State of Maine:

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the said Town of Pownal, qualified by law to vote in town affairs, to assemble at the Town Hall in said Town of Pownal on Tuesday, the fourteenth day of June, A.D. 2011, at 7:45 o’clock in the morning to act on articles one and two, of this warrant to wit:

And to notify and warn the inhabitants of said Town of Pownal, qualified by law to vote in Town affairs, to assemble at the Elementary School on Monday, the twentieth day of June, A.D. 2011, at 7:00 o’clock in the evening to act on the remaining articles in this warrant beginning with article three, to wit:

The polls will open at the Town Hall at 8:00 o’clock in the morning and will close at 8:00 o’clock in the evening of the fourteenth day of June, A.D. 2011. Voting on Articles #2 and #3 will be by secret ballot.

Article 1. To choose a Moderator to preside at said meeting.

Article 2. To elect the following officers, to wit: one Selectman, Assessor and Overseer of the Poor for a three year term; and one Cemetery Commissioner for a three year term; and one Director of Regional School Unit #5 for a three year term.

Action on all further articles will continue at 7:00 o’clock in the evening of Monday, June 20, 2011, at the Pownal Elementary School.

Article 3. To hear the report of Town-Appointed Committees and Boards and take any action relative thereto.

Article 4. To see what sum of money the Town will vote to raise and/or appropriate for the Capital Project Fund.

Select Board Recommends: $75,000
Budget Committee Recommends: $75,000
Article 5. To see what sum the Town will vote to appropriate from the Capital Outlay budget category with all accounts to be carried forward for the purchase of a Tanker/Pumper Truck and to allow the Board of Selectmen to enter into a lease purchase agreement under terms they deem to be in the best interest of the Town for this purpose. (*This sum is allotted for the down payment on a lease purchase agreement. Subsequent years will require an annual appropriation not to exceed $32,000 in the Fire Department operating budget for a period of 5 years.*)

Select Board Recommends: $170,000
Budget Committee Recommends: $170,000

Article 6. To see what sum the Town will vote to appropriate from the Capital Outlay budget category with all accounts to be carried forward for the replacement Highway Truck.

Select Board Recommends: $145,000
Budget Committee Recommends: $145,000

Article 7. To see what some of money the Town will vote to raise and/or appropriate for Human Services.

Select Board Recommends: $9,000
Budget Committee Recommends: $9,000

Expected breakdown during FY 2012:
General Assistance $4,500
Charitable Organizations $4,500

Article 8. To see what sum the Town will vote to raise and/or appropriate for the conversion to natural gas heat at the Town Hall, Fire Central Station and the Public Works Garage.

Select Board Recommends: $8,800
Budget Committee Recommends: $8,800

Article 9. To see what sum of money the Town will vote to raise and/or appropriate for the General Government budget.

Select Board Recommends: $198,527
Budget Committee Recommends: $198,527

Expected Breakdown during FY 2012:
Administrative Operations $80,247
Technology $9,060
Animal Control $2,700
Planning Board $7,700
Compensation $98,820

Article 10. To see what sum of money the Town will vote to raise and/or appropriate for the Mallett Hall budget.

Select Board Recommends: $20,225
Budget Committee Recommends: $20,225

Expected Breakdown during FY 2012:
Life Safety $2,205
Utilities $6,700
Maintenance $11,350
Article 11. To see what sum of money the Town will vote to raise and/or appropriate for the Public Safety budget.

Select Board Recommends: $86,245  
Budget Committee Recommends: $86,666

Expected Breakdown during FY 2012:
- Fire Operations: $55,695
- First Responders: $4,700
- Freeport Rescue: $16,500
- Brunswick Dispatch: $9,350

Article 12. To see what sum of money the Town will vote to raise and/or appropriate for the Public Works budget.

Select Board Recommends: $583,562  
Budget Committee Recommends: $583,562

Expected Breakdown during FY 2012:
- Winter Roads: $55,400
- Utilities: $3,925
- Facility Maintenance: $6,750
- Fleet Maintenance: $32,550
- Fuel: $44,000
- Road Maintenance: $225,000
- Supplies: $3,200
- Administrative: $1,350
- Compensation: $211,387

Article 13. To see what sum of money the Town will vote to raise and/or appropriate for the Solid Waste budget.

Select Board Recommends: $107,543  
Budget Committee Recommends: $107,543

Article 14. To see what sum of money the Town will vote to raise and/or appropriate for the Cemetery Commission budget.

Select Board Recommends: $1,000  
Budget Committee Recommends: $1,000

Article 15. To see what sum of money the Town will vote to raise and/or appropriate for Pownal Center Water Association budget.

Select Board Recommends: $1,600  
Budget Committee Recommends: $1,600

Article 16. To see what sum of money the Town will vote to raise and/or appropriate for Debt Service budget.

Select Board Recommends: $176,256  
Budget Committee Recommends: $176,256

Expected Breakdown during FY 2012:
- Road Bond 2007: $86,815
- Fire Truck 2007: $37,493
- Road Bond 2011: $51,948
Article 17. To see what sum of money the Town will vote to raise and/or appropriate for Payroll Taxes budget.

<table>
<thead>
<tr>
<th>Recommendations</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select Board</td>
<td>$21,829</td>
</tr>
<tr>
<td>Budget Committee</td>
<td>$21,829</td>
</tr>
</tbody>
</table>

Article 18. To see if the Town will appropriate the following estimated revenues to reduce the 2010 Tax Commitment:

- State Revenue Sharing: $85,000
- Homestead Exemption: $33,200
- Veterans Exemption: $250
- Excise Taxes: $200,000
- ACO Fees: $500
- Dog License Late Fees: $1,500
- Cable Television Fees: $11,000
- General Assistance (State reimbursements): $2,000
- Subdivision Application: $300
- Site Plan Reviews: $100
- Other Ordinance Fees: $1,000
- Permits/Service Fees: $10,000
- Mallett Hall Rental: $1,200
- Solid Waste Bag Sales: $47,000
- Highway Block Grant: $47,436
- Timber Harvest: $5,000
- Maine Natural Gas Grant: $3,000

Total: $484,486

Article 19. To see if the Town will vote to increase the property tax levy limit of $623,351.05, established for Pownal by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit.

Select Board Recommends: Ought to Pass.

Article 20. To see if the Town will authorize the Select Board and Treasurer, on behalf of the town, to rent, sell, or otherwise dispose of any parcel of real estate or any portion thereof acquired by the Town of Pownal between July 1, 2011 and June 30, 2012 for non-payment of taxes thereon, on such terms as they deem advisable.

Select Board Recommends: Ought to Pass.

Article 21. To see if the Town will vote to adopt the following as the Town’s compensation policy:

TOWN OF POWNAL COMPENSATION POLICY
(Originally adopted on March 10, 2003)

Purpose

The purpose of the Pownal Compensation Policy, and of subsequent amendments thereto, is to provide for:

1. Compliance of town employment practices with applicable laws and regulations;
2. Fiscal responsibility in identifying and meeting town staffing needs;
3. Competitiveness in recruiting and retaining skilled and motivated employees;
4. Consistency of operations to allow for rational planning; and
5. Fairness in meeting the needs of taxpayers and employees.
Employee Classification for Benefit Eligibility

Level I
An employee who works (or is expected to work) on average at least thirty-six (36) hours per week for the town is eligible for “Level I” benefits. The term “work” means time spent on town business for which the individual receives monetary compensation. The hours worked will be based on the records of the town’s payroll system. The “average” will be based on a rolling full three (3) months average as determined at the end of each month. For this calculation, any Employee Benefit Time taken within these guidelines will be considered as “work” time.

Level II
An employee who works (or is expected to work) less than the hours needed to meet the definition of Level I but works an average of at least twenty (20) hours per week using the same method as outlined under Level I Benefits for measuring hours worked is eligible for “Level II” benefits.

Level III
An employee who works for the town and receives compensation but does not otherwise meet the criteria for Level I or Level II benefits is “Level III” and ineligible for any benefits.

Details of Benefits

Primary Healthcare Plan
Pownal should shift from offering the MMA Traditional Point of Service Health Care Plan to the MMA Point of Service Plan B effective April 1, 2003.

Benefit Eligibility

<table>
<thead>
<tr>
<th>Recommended Benefit &amp; Effective Date</th>
<th>Level I Employee</th>
<th>Level II Employee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Healthcare Insurance MMA POS Plan B</td>
<td>Town pays 100% of “Single Person” premium. The employee can elect to contribute to Family Plan.*</td>
<td>Town pays 75% of “Single Person” premium. The employee can elect to contribute to Family Plan.*</td>
</tr>
<tr>
<td>(Payroll deduction to begin April 1, 2003 for implementation effective May 1, 2003)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Companion Plan (Effective April 1, 2003)</td>
<td>Retired employee can elect to contribute to employee or family plan. There is no cost to the town.</td>
<td>Retired employee can elect to contribute to employee or family plan. There is no cost to the town.</td>
</tr>
<tr>
<td>Dental Insurance MMA Plan A (Effective April 1, 2003)</td>
<td>Town is to pay no premium. Employee can elect to contribute to employee or family plan</td>
<td>Town is to pay no premium. Employee can elect to contribute to employee or family plan</td>
</tr>
<tr>
<td>Short Term Disability (Effective April 1, 2003)</td>
<td>Town is to pay no premium. Employee can elect to contribute to employee or family plan</td>
<td>Town is to pay no premium. Employee can elect to contribute to employee or family plan</td>
</tr>
</tbody>
</table>
### Recommended Benefit & Effective Date

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Level I Employee</th>
<th>Level II Employee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Long Term Disability</strong></td>
<td>Town is to pay no premium. Employee can elect to contribute to employee or family plan</td>
<td>Town is to pay no premium. Employee can elect to contribute to employee or family plan</td>
</tr>
<tr>
<td>(Effective April 1, 2003)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Life Insurance</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic (1 x pay)</td>
<td>No charge w/ Health Insurance</td>
<td>No Charge w/ Health Insurance</td>
</tr>
<tr>
<td>Supplemental</td>
<td>Employee pays 100%</td>
<td>Employee pays 100%</td>
</tr>
<tr>
<td>Dependent Life</td>
<td>Employee pays 100%</td>
<td>Employee pays 100%</td>
</tr>
<tr>
<td>(Effective April 1, 2003)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Pension Plan</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributions</td>
<td>Town to contribute 6% of annual Basic Gross Pay, including Overtime Pay. Town to contribute at the end of the year based on the Town’s payroll records.</td>
<td>Employees may elect to defer pay into the pension plan but there will be no Town contribution.</td>
</tr>
<tr>
<td>Eligibility</td>
<td>Employee is eligible to participate after 90 days of service as a Level I employee.</td>
<td>Employee is eligible to participate after 90 days of service as a Level II employee.</td>
</tr>
<tr>
<td>Vesting</td>
<td>Employee’s interest in Town contribution vests 20% for each year of service. Employee is 100% vested after 5 years of service. Applies to employees hired after 5/1/08. Any employees hired before 5/1/08 are grandfathered under earlier vesting schedule. If employee terminates, non-vested portion reverts to Town.*</td>
<td>Not applicable</td>
</tr>
<tr>
<td><strong>Paid Time Off</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Only Level I employees are eligible for paid time off based on the schedule below. The time off is to be used for Vacation, Illness, Bereavement, Doctor visits, etc. If an employee terminates having taken time off prior to the accumulated accrual time, such employee will owe any such wages back to the Town.*</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Time Worked for Town</th>
<th># of Annual Paid Days Off</th>
<th>Monthly Accrual Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 Days – 4 Years</td>
<td>15</td>
<td>1.25 days</td>
</tr>
<tr>
<td>5-9 Years</td>
<td>20</td>
<td>1.66 days</td>
</tr>
<tr>
<td>10+ Years</td>
<td>25</td>
<td>2.08 days</td>
</tr>
</tbody>
</table>

### Paid Holidays

The Town’s employees will receive the same paid holidays as Maine State Workers. In 2003, this amounted to 12 holidays. Additionally, employees who work on those Holidays will be paid time and a half for the hours worked.*

### Wages, Salaries, and Stipends

**Wage and Salary Scales for Hired Positions**

Wage scales should be recommended for each hired position and reviewed every three years by the Budget Committee beginning with the 2004 Town Meeting. The scales should be set to provide for a low-medium-high range to coincide with employee performance evaluations performed annually by the supervisor. During the interim years when the scales are not reviewed, they should increase in an amount equal to the Consumer Price Index. The scales are to be approved each year by the Voters at Town Meeting.
A wage/salary scale is maintained for each active position. The scale defines the value to the town of that position and is structured to show its minimum and maximum levels of compensation. New hires are offered an amount within that range as proposed by the department supervisor and approved by the Selectmen. Each employee’s compensation is reviewed annually in accordance with the performance review process, but may not increase beyond the upper limit set by the scale for his or her position.

Each wage and salary scale is based on a market analysis, and is established as of the 2004 town meeting or, thereafter, when a new position is created. Each market analysis is updated every three years, beginning in 2004, and the revised scales are approved by a town vote in the same year (e.g. 2004, 2007, 2010, etc.). The market analyses are the joint responsibility of the Selectmen and the Budget Committee. The results of the market analyses will be maintained in the town records and be available for inspection by the taxpayers.

**Performance Evaluation and Compensation Adjustment Process**

<table>
<thead>
<tr>
<th>Employee</th>
<th>Supervisor/Evaluator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Assistant (AA)</td>
<td>Selectmen</td>
</tr>
<tr>
<td>&amp; Road Commissioner</td>
<td></td>
</tr>
<tr>
<td>Administrative Office Staff</td>
<td>Administrative Assistant</td>
</tr>
<tr>
<td>Public Works Crew</td>
<td>Road Commissioner</td>
</tr>
</tbody>
</table>

The Selectmen shall adopt, and supervisors shall use, a performance evaluation process that is consistent with established best practices. Because economic conditions may limit the town’s ability to provide appropriate financial rewards and incentives, the evaluation process must function to provide employees with effective non-financial support and recognition for effort and achievement.

In addition to promoting employee retention and professional growth, the evaluation process shall create an objective basis for determining adjustments in employee compensation from year to year. To allow incorporation of evaluation results into the budgeting process, the process shall make use of a five point rating scale (1 – 5), which shall be linked to target compensation adjustments according to the following schedule:

<table>
<thead>
<tr>
<th>Overall Rating from Performance Evaluation</th>
<th>Resulting Wage &amp; Oversight Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 3.0</td>
<td>No wage change; Corrective Action Plan</td>
</tr>
<tr>
<td>=&gt;3.0 – &lt;3.5</td>
<td>Wage increase according to CPI¹</td>
</tr>
<tr>
<td>=&gt;3.5 – &lt;4.0</td>
<td>Wage increase = CPI plus 1%</td>
</tr>
<tr>
<td>=&gt; 4.0</td>
<td>Wage increase = CPI plus 2%</td>
</tr>
</tbody>
</table>

Compensation adjustments may be less than these targets in response to economic conditions. The extent to which those economic conditions impose limits is based on: (1) changes in the non-compensation portion of the municipal budget or (2) the growth limit prescribed by the LD 1 formula². To determine actual compensation adjustments, the following method will be employed:

1. Supervisors conduct annual evaluations and establish an overall rating for each employee. Preparation, approval, and delivery of the performance appraisal should be completed in time to be included in the town’s budget preparation process.
2. Selectmen review all evaluations to determine that procedures and standards have been applied consistently across departments and levels of responsibility. Any concerns about consistency are worked out with supervisors before the evaluation results are shared with employees. Contents of individual evaluations, other than the final overall rating, are maintained confidential and are not shared with any person other than the employee, the supervisor and the Selectmen.
3. The Administrative Assistant computes the target compensation change for each employee and totals any individual increases to determine the Aggregate Target Increase for compensation for the coming year.
4. For purposes of computing compensation, the budget lines are divided into three categories:
   a. Operations (non-compensation items)
   b. Compensation (wages, salaries, & stipends)
   c. Contingents (payroll taxes & benefits)

¹ CPI = Consumer Price Index

² LD 1 formula
5. The Budget Committee and Selectmen prepare their recommendations for the non-compensation budget lines – the Operations portion of the budget – and calculate the percentage change from the previous year. They also compute the increase in the Operations budget targeted under the LD1 formula.

6. The lesser of the two percentages from step #4 is applied to the previous year’s Compensation budget to create an amount of funds to be made available for increases in compensation – the Compensation Pool.

7. If the size of the Compensation Pool is larger than the Aggregate Target Increase, each employee receives the target adjustment.

8. If the size of the Compensation Pool is smaller than the Aggregate Target Increase, each employee’s adjustment is prorated according to the formula:

\[
\text{Actual Adjustment} = \frac{\text{Target Adjustment} \times (\text{Compensation Pool})}{\text{Aggregate Target Increase}}
\]

9. If the operations budget is smaller than the previous year, compensation is frozen at the previous level for all employees.

10. Contingents are calculated last.

**Elected Positions**

Annual pay is to be recommended by the Budget Committee for each elected position and approved each year by the Voters at Town Meeting.*

**Other Guidelines (Effective April 1, 2003)**

- There will be a 30-day waiting period before any new employee is eligible for benefits. Newly elected officials will be eligible for benefits at the beginning of the month following their election. Re-elected officials are not subject to the waiting period. The Selectmen are not eligible for health benefits. After their initial waiting period, the benefit period of elected officials will coincide with their term in office.*

- If an employee falls outside the eligibility requirements, the benefit will cease unless employee falls outside of eligibility due to a Short Term Disability event, then up to 3 months of the event is excluded from the rolling average of hours worked.

- Stipends are to be paid as follows:
  - If stipend is $1,000 or less, then paid semi-annually on June 30th and December 31st of each year
  - If stipend is more than $1,000, then paid in 12 equal monthly payments beginning March 31st.

- For eligibility purposes, hours worked for stipends are calculated as follows:
  - Annual Stipend / $1,000 x 2.0 = Weekly Hours Worked
  - Example:
    - Stipend = $2,000
    - Weekly Hours Worked = $2,000 / $1,000 x 2.0 = 4 Hours

- Any recommendations that do not adhere to this policy must have justification provided at Town Meeting in the Warrant.

- The Budget Committee ensures proper execution of the performance evaluation and compensation adjustment process.

Any recommendations that do not adhere to this policy must have justification provided at Town Meeting in the Warrant.*

*Amended at Annual Town Meeting March 12, 2008

A TRUE COPY ATTEST:

Kelly M. Wentworth
Pownal Town Clerk
Article 22. To meet emergencies or unexpected expenses during fiscal year, shall the Board of Selectmen be authorized to transfer not more than 3% of the Town’s budgeted expenditures between budget line items provided that the Town’s total budgeted expenditures shall not be increased.

Select Board Recommends: Ought to Pass.

Article 23. To see if the Town will vote to authorize the Tax Collector to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A., section 506 at a rate of zero interest. (Note: This article is required by State Law, Title 36 MRSA, Section 506, at each Annual Town Meeting, in order to collect any prepayment--such as Tax Club payments-for taxes paid prior to commitment of said taxes).

Select Board Recommends: Ought to Pass.

Article 24. To see if the Town will vote to fix September 15 and December 15, 2011, and March 15 and June 15, 2012 as the dates on which one quarter of taxes shall be due and payable as the dates from which interest will be charged on any unpaid taxes at a rate of 7% per year. (Note: Maximum interest allowed is 7% per the State.)

Select Board Recommends: Ought to Pass.

Article 25. To see if the Town will vote to set the interest rate of 3% to be paid by the Town on abated taxes pursuant to 36 M.R.S.A. section 506A.

Select Board Recommends: Ought to Pass.

Article 26. To see if the Town will vote to authorize the Selectmen to accept and expend any other revenue from State, Federal, local and private sources for the support of the Town.

Select Board Recommends: Ought to Pass.

Article 27. To see if the Town will vote to accept any gifts, unanticipated donations, or pass-through funds that may be provided by individual(s), business associations, charitable groups, or other organizations, which have not been listed in any of the previous or following articles, if the Select Board determines that the gifts, donations, or pass-through funds and their purposes are in the best interest of the Town.

Select Board Recommends: Ought to Pass.

Given under our hands at Pownal this 31st day of May, 2011.

Selectmen of Pownal:

Timothy J. Gidding, Chairman
Alfred N. Fauver
Jonathan W. Morris
From June 2010 until May 24, 2011 there were recorded in the Town of Pownal, Maine 7 births, 12 deaths and 6 marriages.

**DEATHS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
<th>Place of Death</th>
<th>Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/15/2010</td>
<td>Walter W. Schmidt</td>
<td>Augusta</td>
<td>86</td>
</tr>
<tr>
<td>7/13/2010</td>
<td>Robert R Dunham</td>
<td>Brunswick</td>
<td>78</td>
</tr>
<tr>
<td>8/12/2010</td>
<td>Joseph A Raymond</td>
<td>Pownal</td>
<td>70</td>
</tr>
<tr>
<td>8/13/2010</td>
<td>Earl W Lewis</td>
<td>Portland</td>
<td>56</td>
</tr>
<tr>
<td>9/24/2010</td>
<td>Christine Payson</td>
<td>Portland</td>
<td>67</td>
</tr>
<tr>
<td>11/14/2010</td>
<td>Isaac G Benjamin</td>
<td>Portland</td>
<td>5</td>
</tr>
<tr>
<td>2/11/2011</td>
<td>John E Cookson</td>
<td>Lewiston</td>
<td>77</td>
</tr>
<tr>
<td>2/16/2011</td>
<td>Charles D O'Brien</td>
<td>Scarborough</td>
<td>75</td>
</tr>
<tr>
<td>2/17/2011</td>
<td>Paul M Bennett</td>
<td>Pownal</td>
<td>75</td>
</tr>
<tr>
<td>4/7/2011</td>
<td>Sandra M Ward</td>
<td>Pownal</td>
<td>63</td>
</tr>
<tr>
<td>4/30/2011</td>
<td>Barbara R Whitcher</td>
<td>Auburn</td>
<td>82</td>
</tr>
</tbody>
</table>

**DOG LICENSES**

- Males/Females: 58
- Neutered/Spayed: 367
- Kennels: 2

Respectfully submitted,
Kim Best, Deputy Town Clerk
### Tax Collector’s Office

**Outstanding Taxes – As of June 30, 2008**

<table>
<thead>
<tr>
<th>Name</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANDERSON GEORGE W., SR.</td>
<td>$116.21 *</td>
</tr>
<tr>
<td>ANDERSON, GEORGE W SR.</td>
<td>$495.42 *</td>
</tr>
<tr>
<td>CAMPBELL, SCOTT D. CAMPBELL, MARY K.</td>
<td>$1,055.83 *</td>
</tr>
<tr>
<td>LOWELL, JOSEPH E. TIC LOWELL, JAMIE H. &amp; RUTH JT</td>
<td>$985.48 *</td>
</tr>
<tr>
<td>MCNAMARA, MICHAEL W.</td>
<td>$592.05 *</td>
</tr>
<tr>
<td>Total</td>
<td><strong>$3,244.99</strong> *</td>
</tr>
</tbody>
</table>

*Paid since close of books.

### Outstanding Taxes – As of June 30, 2009

<table>
<thead>
<tr>
<th>Name</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANDERSON, GEORGE W SR.</td>
<td>$1,996.90 *</td>
</tr>
<tr>
<td>CAMPBELL, SCOTT D. CAMPBELL, MARY K.</td>
<td>$1,946.77 *</td>
</tr>
<tr>
<td>JORDAN, WILLIAM C. JORDAN, DONIKA L.</td>
<td>$90.30 *</td>
</tr>
<tr>
<td>LOWELL, JOSEPH E. TIC LOWELL, JAMIE H. &amp; RUTH JT</td>
<td>$1,795.64 *</td>
</tr>
<tr>
<td>MCNAMARA, MICHAEL W.</td>
<td>$1,693.96 *</td>
</tr>
<tr>
<td>SMALL, DEBRA M. SMALL, DONALD J. SR. JT</td>
<td>$624.38 *</td>
</tr>
<tr>
<td>STIMPSON, JUDITH STIMPSON, ALBERT, HEIRS OF</td>
<td>$632.71 *</td>
</tr>
<tr>
<td>Total</td>
<td><strong>$8,780.66</strong> *</td>
</tr>
</tbody>
</table>

* Paid since close of books.

### Outstanding Taxes – As of June 30, 2010

#### For the Period: July 1, 2009 - June 30, 2010

<table>
<thead>
<tr>
<th>Name</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANDERSON GEORGE W., SR.</td>
<td>$82.29 *</td>
</tr>
<tr>
<td>ANDERSON, GEORGE W SR.</td>
<td>$2,007.24 *</td>
</tr>
<tr>
<td>BAKER, MARJORIE A. ZWICKER, DORIS</td>
<td>$356.15 *</td>
</tr>
<tr>
<td>BARRETT, PETER D. OJALA, EMILY F.</td>
<td>$444.38 *</td>
</tr>
<tr>
<td>BEAL, LEROY W., III</td>
<td>$166.16 *</td>
</tr>
<tr>
<td>BEAL, LOIS E.</td>
<td>$1,764.96 *</td>
</tr>
<tr>
<td>BEST, VERNON V. BEST, ARLENE J.</td>
<td>$7.42 *</td>
</tr>
<tr>
<td>BRADY, T. MICHAEL</td>
<td>$4,263.25 *</td>
</tr>
<tr>
<td>BRADY, T. MICHAEL &amp; JOYCE V.</td>
<td>$2,081.30 *</td>
</tr>
<tr>
<td>BRADY, T. MICHAEL WIERS, JOYCE</td>
<td>$973.55 *</td>
</tr>
<tr>
<td>BROWN, A. EARLE &amp; MAVIS</td>
<td>$335.48 *</td>
</tr>
<tr>
<td>BRYANT, KENNETH A., JR.</td>
<td>$623.51 *</td>
</tr>
<tr>
<td>BURGESS, HEIDI SCHMIDT, VICKI (TIC)</td>
<td>$817.36 *</td>
</tr>
<tr>
<td>GARDINER, LOUISE M.</td>
<td>$215.42 *</td>
</tr>
<tr>
<td>BURGESS, JANET BURGESS, BRADLEY PAUL</td>
<td>$1,173.38 *</td>
</tr>
<tr>
<td>BURLIN III, CHARLES WILLIAM</td>
<td>$460.50 *</td>
</tr>
<tr>
<td>BURTON, DAVID</td>
<td>$546.61 *</td>
</tr>
<tr>
<td>MORGAN, SUSAN MARIE</td>
<td>$2,633.28 *</td>
</tr>
<tr>
<td>GARDNER, KATHY L.</td>
<td>$781.24 *</td>
</tr>
<tr>
<td>Name</td>
<td>Amount</td>
</tr>
<tr>
<td>-------</td>
<td>----------</td>
</tr>
<tr>
<td>Ginn, William J. Ginn, Eleanor L.</td>
<td>$1,970.37</td>
</tr>
<tr>
<td>Burton, David B.</td>
<td>$496.77</td>
</tr>
<tr>
<td>Burtt, Cecil W. Burtt, Susan A.</td>
<td>$628.41</td>
</tr>
<tr>
<td>Campbell, Scott D. Campbell, Mary K.</td>
<td>$1,966.10</td>
</tr>
<tr>
<td>Carter, Nicole Bowman</td>
<td>$104.44</td>
</tr>
<tr>
<td>Catlin, Daniel W. Jewett, Malinda L.</td>
<td>$797.58</td>
</tr>
<tr>
<td>Cavanagh, Richard E.</td>
<td>$2,001.86</td>
</tr>
<tr>
<td>Chase, Sumner T., Jr. Chase, Brenda</td>
<td>$626.67</td>
</tr>
<tr>
<td>Chipman, Samuel B.</td>
<td>$113.49</td>
</tr>
<tr>
<td>Coulombe, Donald H. Sr.</td>
<td>$676.67</td>
</tr>
<tr>
<td>Curry, Gregory S.</td>
<td>$1,056.79</td>
</tr>
<tr>
<td>Cushman, Heidi W.</td>
<td>$1,147.47</td>
</tr>
<tr>
<td>Cuva, Susan (Swaze)</td>
<td>$381.13</td>
</tr>
<tr>
<td>Davis, Amy Davis, Brett P.</td>
<td>$77.66</td>
</tr>
<tr>
<td>Demerchant, Pamela J.</td>
<td>$961.91</td>
</tr>
<tr>
<td>Depalma, David D. Depalma, Yanise.</td>
<td>$2,725.37</td>
</tr>
<tr>
<td>Dunning, Jesse A. Dunning, Rhonda F.</td>
<td>$165.62</td>
</tr>
<tr>
<td>Estate of Jewett, Greta</td>
<td>$1,816.39</td>
</tr>
<tr>
<td>Fayta, Arthur G.</td>
<td>$7.40</td>
</tr>
<tr>
<td>Fayta, Arthur G.</td>
<td>$1,368.07</td>
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<tr>
<td>Feagles, Cuyler</td>
<td>$588.69</td>
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<tr>
<td>Connely, Coleen J.</td>
<td>$984.62</td>
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<tr>
<td>Beardsley, Lois A.</td>
<td>$803.12</td>
</tr>
<tr>
<td>Moncrieff, Robert W. Moncrieff, Lora Lee</td>
<td>$1,944.80</td>
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<tr>
<td>Fickett, Carlene M. Neal, Clara</td>
<td>$275.35</td>
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<tr>
<td>Fickett, Nancy</td>
<td>$243.71</td>
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<tr>
<td>Fickett, Nancy</td>
<td>$15.83</td>
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<tr>
<td>Ginn, Eleanor L.</td>
<td>$160.61</td>
</tr>
<tr>
<td>Goggins, Daria M.</td>
<td>$882.76</td>
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<tr>
<td>Gown, Christopher J.</td>
<td>$558.78</td>
</tr>
<tr>
<td>Peaslee, Neil</td>
<td>$883.51</td>
</tr>
<tr>
<td>Gray, Ernest E. Gray, Maria R.</td>
<td>$757.09</td>
</tr>
<tr>
<td>Guffey, Elizabeth</td>
<td>$1,054.57</td>
</tr>
<tr>
<td>Hagar, David K. Hagar, Carmie R.</td>
<td>$25.16</td>
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<tr>
<td>Hanna, James G.</td>
<td>$2,551.77</td>
</tr>
<tr>
<td>Hodgdon, Ronald</td>
<td>$800.11</td>
</tr>
<tr>
<td>Jordan, Andrew F.</td>
<td>$1,377.41</td>
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<tr>
<td>Jordan, William C. Jordan, Donika L.</td>
<td>$708.96</td>
</tr>
<tr>
<td>Latty, Mark C.</td>
<td>$193.95</td>
</tr>
<tr>
<td>Latty, Mark C.</td>
<td>$1,319.82</td>
</tr>
<tr>
<td>Libby, Daniel G. Libby, Jessica</td>
<td>$995.70</td>
</tr>
<tr>
<td>Lizotte, Steve Lizotte, Jennifer</td>
<td>$1,165.03</td>
</tr>
<tr>
<td>Lowell, Joseph E. Tic Lowell, Jamie H. &amp; Ruth JT</td>
<td>$1,835.70</td>
</tr>
<tr>
<td>Kinney, Richard K. Kinney, Lynn S.</td>
<td>$3,554.93</td>
</tr>
<tr>
<td>Macdonald, Benjamin G.</td>
<td>$1,425.20</td>
</tr>
<tr>
<td>Marquand, Elon H. Marquand, Jean M.</td>
<td>$6,396.78</td>
</tr>
<tr>
<td>Marquis, Heirs of Sarah Delisle, C/O Carol</td>
<td>$21.35</td>
</tr>
<tr>
<td>Marsteller, David L. Marsteller, Robert E.</td>
<td>$117.10</td>
</tr>
<tr>
<td>Marsteller, Jennifer Marsteller, David L.</td>
<td>$164.58</td>
</tr>
<tr>
<td>McIntyre, Sarah C.</td>
<td>$39.56</td>
</tr>
<tr>
<td>Name</td>
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*Paid since close of books.

Respectfully Submitted,
Justin L. Poirier, Tax Collector
Public Works Department

2010-11, another active year for the Public Works Department and again I need to thank the Townspeople for their continued support of our Department. Without this support it would be impossible for us to continue improving our roadway infrastructure and the quality of life here in Pownal.

With the impending natural gas pipeline we deviated from our planned asphalt road maintenance program. The paved section of Verrill Road was in very poor shape so we made the call to complete the drainage work and reclaiming of the road prior to the pipeline being installed. Once these pipelines are in the ground it adds a bit more difficulty to the drainage work. Our crew did a super job ditching and replacing the cross pipes. Two of the pipes were put out to bid in which A.H. Blackstone of Pownal won. We then had the existing asphalt recycled and installed the base course of asphalt. The asphalt surface course should be completed this year.

Another project to note would be the drainage improvements on Loring Lane from Route 9 approximately 1700 feet east toward Hodsdon Road. This project consisted of constructing ditches, some stone lined, replacing culverts and adding gravel to the driving surface. With the completion of this project we eliminated a couple “trouble” areas that would continually wash out during heavy rains thus saving money in ongoing repairs as well as improving safety and ride.

The construction season brought on many other drainage and roadway improvement projects around town including;

- Approximately 8,800 linear feet of ditch and slope work
- Approximately 1000 linear feet of pipe installed
- Asphalt surface placement on Royal and Outer Lawrence Roads
- Dust control applied to strategic areas of gravel roads
- Added approximately 2500 cubic yards of gravel to gravel roads
- Routine gravel road grading
- Brush and tree removal in selected areas
- Shouldering asphalt roads
- Routine patching of asphalt roads

This past winter season was quite busy for our department and with the rising cost of fuel proved to be detrimental to our budget. We had 29 events, an event is defined as a weather event that requires some type of treatment to the roads. Pownal received approximately 90 inches of snow which puts us a bit above average. The Department received several compliments on the condition of our roads during and after snow storms. I can attribute this to our dedicated crew, these folks put in countless hours behind the wheel many times with no rest for 24 hours at a time. They are eager to learn new techniques and use new technologies to provide you, our customers, with the safest roads possible as cost effectively as possible.

Due to the rising cost of fuel and the active winter we are having to be creative with the remainder of our budget. We have had to cut a couple projects, such as crack sealing, to be sure we stay within our limitations yet do as much work as possible.
Along with all of the road construction and maintenance, we have been working very closely with the Fire Department performing preventative maintenance and minor repairs of the fire apparatus in another effort to be as versatile and cost efficient as we can. So far this has worked out well and totals 11 pieces of heavy equipment and several pieces of lighter equipment we are maintaining.

The budget for the upcoming year has very little change from last aside from fuel which we are making every effort to minimize. We look forward to the Towns support to continue forging forward improving our roadway infrastructure.

Check us out on Facebook as well as on the Town website to stay up to date on projects and ask any questions you may have.

Respectfully Submitted
Shawn M. Bennett
Road Commissioner
Citizens,

As of May 3, 2011 the Pownal Fire and Rescue Department has answered 153 calls for service. This is a 10% increase over last year.

<table>
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<tr>
<th>Service Type</th>
<th>Requests</th>
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<td>4 Building Fires</td>
<td>3</td>
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<tr>
<td>3 Chimney Fires</td>
<td>7</td>
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<tr>
<td>3 Trash/Rubbish Fires</td>
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<tr>
<td>3 Outside Fires</td>
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<tr>
<td>2 Unauthorized Burns</td>
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<tr>
<td>3 Odor/Smoke Investigations</td>
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</tbody>
</table>

In addition to our own calls, we also answered sixteen requests for mutual aid from surrounding communities. The town of Pownal received mutual aid 15 times in this same time period.

In addition to answering emergency calls our members put in over 737 hours of training. Many hours were spent training new firefighters in the techniques of interior firefighting. This was made possible through a house that was donated by Diane Ebstien, located on Elmwood Road. Having a donated house gives us the opportunity to do realistic training in a controlled environment. We utilized this building for a total of approximately 500 hours of training. Some of the topics covered were search and rescue, ventilation, fire attack, fire behavior and firefighter safety and survival. A representative from Waterous Pumps came from Wisconsin, at no cost to us, to deliver a two day class on the proper use of our Compressed Air Foam Pumper. Combining his knowledge with the use of the donated house was an invaluable experience. All who attended achieved a better understanding of the use of foam in firefighting. We also sent members to outside trainings in Freeport for Officer Development Class, Cumberland County Fire Attack School, York County Fire Attack School, and Samoset EMS conference.

The Department was awarded a two-thirds matching grant from Maine Municipal Association in the amount of $1335.00 for health and safety. The remaining third was paid for by the Fire Company. With these funds we purchased a Tactron Accountability System. This is a system to keep track of personnel while at an emergency scene. We also received two multi-gas meters valued at $2865.00, donated by Maine Natural Gas. These meters are used to detect natural gas and propane leaks, hydrogen sulfide, carbon monoxide, as well as, monitor for low oxygen levels.

We have completed our transition to Brunswick Dispatch. Our responses to emergencies have been updated with Computer Aided Dispatch and Run Cards so that mutual aid from our neighbors is now dispatched at the same time or shortly after the Pownal Fire Department.

We have started a new maintenance program with the Publics Works Department. They now handle most of our preventative maintenance issues. This new program should potentially save the town money in labor fees and parts mark-up.

We are currently in the process of upgrading and narrow banding our communications system. The narrow banding is a requirement from the FCC. These upgrades will increase firefighter safety and improve communications on emergency scenes.

We will be pursuing training opportunities with our neighboring communities in the upcoming year. Through Coastal Mutual Aid, an association that Pownal is a member of, we hope to demonstrate an improved response to building fires. Our goal is to try to lower home owner insurance rates. We
are also looking for funding through capital outlay and a lease/purchase agreement to replace our aging tanker. We would like to replace it with a tanker/pumper combination truck. This truck would provide the safety requirements for our firefighters as well as the critical equipment to effectively and efficiently put out fires.

I would like to take this opportunity to thank the Pownal Fire and Rescue Department members for your hours of service to the residents and visitors of Pownal. Your willingness to respond at all hours of the day and night, weekends and holidays is a true indication of your dedication to the lives and safety of this community. I would also like to thank the Pownal Fire Company for your support with all our endeavors...from buying Gatorade for our training, to preparing food for tired and hungry firefighters after a long call, you always step up and fill the gap.

In conclusion I would like to thank the citizens of Pownal for their continued support for the Fire and Rescue Department. I know that I can speak for the rest of the department when I say you are the reason we are here and we are happy to serve you.

We are always looking for new members. If you are interested in joining our department as a firefighter or EMS provider, please contact me at 688-2211 or e-mail me at pownalcar1@maine.rr.com.

Respectfully submitted,
Chief Jesse Peters
Deputy Chief Erik Nielsen
Deputy Chief Richard Houge
Pownal Budget Committee Report 2011

The role of the Budget Committee is to provide citizen oversight for the development of the municipal budget. This is the budget that is examined and voted on at the annual Town Meeting. The municipal budget is one of three budgetary components that make up the total amount that the Town must support each year from taxation and other sources of revenue. The other two budgetary components are the Regional School Unit (RSU5) and the Town’s contribution to the Cumberland Country budget. Of these three, the RSU5 budget is by far the largest.

Aside from property taxation, the town uses these other sources of revenue:
- Excise taxes (associated with boat and automobile registrations)
- Fees (e.g. building permits, dog licenses, Mallett Hall rental, etc.)
- Federal Highway Block Grant funds (to help with road maintenance and construction).
- State Revenue Sharing
- State reimbursement for Homestead Property Tax Exemptions
- State Aid to Education

In 2010/2011 about 63% of the municipal budget had to be raised from property taxes.

A bit of history: Pownal’s Budget Committee was originally created as a result of the vote on Article 29 at the March 14, 1932 Town Meeting. Qualifications for membership were that members must be taxpayers of not less than $50.00 and must not be holders of any town office at the time of service.

The current membership of the Budget Committee is broadly representative of the Town’s geographical areas and includes a range of perspectives on taxation and management of the town. We meet seven or eight times a year to review the proposed budgets of the various Town departments. Through this process we consult with the department heads and the Selectmen who are responsible for managing the Town’s finances. Our goal is to be able to assure our fellow residents that the budget presented to them represents a responsible balance between two [often conflicting] concerns:
- To keep the property tax burden as low as possible, and
- To meet the needs of all of us, such as managing our roads, buildings and cemeteries, providing public safety services, and waste management.

As the Town confronts shifting demands from changing economic forces, from new state and federal laws and regulations, Town government must evolve to keep pace. The Budget Committee has to be part of that change, so we have been working in partnership with town officers and employees to prepare the Town to meet its challenges and opportunities.

One of the greatest challenges for this year’s budget is the impact of fuel prices. Heating fuel, gasoline and diesel fuel prices have increased significantly in the past few months and indications are that no immediate relief is in sight. For example, the proposed Public Works budget is increased by 4.92% over last year. That increase is completely driven by the cost of fuel. Without the Fuel line item, the proposed Public Works budget would be decreased by 0.75% from last year.

The Regional School Unit (RSU5) budget has increased significantly each year since its formation in 2009. The spending by the RSU5 continues to increase, although this year the increases are nearly
covered by one-time adjustments in the state aid to education calculations that result in an increase of $4,278 for the town. Without that adjustment, the town’s portion of the RSU5 budget would have increased by about $35,000. Since Pownal is a minority member of RSU5, it is difficult for the Town to control, or even influence, the budget process. Because of the ever-increasing costs of running the schools, the RSU5 budget is now driving decision-making in the municipal budgeting process.

This year’s budget includes an interest-only payment on the highway bond that the Town approved last year. Next year, and subsequent year budgets, the Town will be obligated for interest and principal payments on this bond.

The Capital Projects Planning Committee is anticipating substantial increases over the next several years to fund several initiatives. There are two big-ticket items on the plan for this year: Replacement of one of the highway department’s dump trucks and acquisition of a Tanker/Pumper truck for the fire department. The current capital projects projection anticipates substantial increases in annual appropriations to this fund over the next few years.

Members of the public are always welcome to attend Budget Committee meetings. For meeting dates and times, please go to the Town website (http://www.pownalmaine.org/) and click on the community calendar.

The 2012 Budget Committee:

Bill DeWitt
John Green
Carlene Harvey
Mary Ann Hodsdon
Scott Kaplan
Jan Pieter van Voorst van Beest
Andy Wyatt
The main charge of the Capital Projects Planning Committee (CPPC) is to critically examine all known capital projects (in excess of $10,000) that may face the town during a forward-looking fifteen-year window. This fifteen-year projection is reexamined every year, and inevitably some items are deleted, some are added, and all are reevaluated as to validity, cost, and timing. The current projection is included with this report. Additionally, the CPPC is charged with recommending to the Selectmen an annual appropriation to the Capital Projects Fund such that the fund will remain solvent for many years if projected projects are eventually voted to be funded by the town. For the fiscal year 2011/2012, the CPPC has recommended to the Selectmen and the Budget Committee that this appropriation be $75,000. This is the same amount recommended last year and appropriated at Town Meeting.

*It is important to note that no project is preordained to be funded. Each comes before the town for vote in the year it is scheduled for consideration. Also note that capital projects in excess of a quarter of a million dollars do not draw from the Capital Projects Fund. Rather, they may be submitted to the town for potential bonding or other funding scenarios.*

One of the goals of the CPPC is to establish reasonably predictable levels of annual appropriation to the Capital Projects Fund – levels that will avoid the unanticipated and often large requests for capital project monies that have historically plagued the town. To this end, we have carefully examined our current fifteen-year projection. It is evident that the annual appropriation cannot remain at $75,000. Even for the next two years, the requested annual appropriation will increase by ten to twenty thousand dollars each year to insure solvency in the Capital Projects Fund in the event that the town votes to fund the scheduled projects. Differing funding scenarios have been explored, and all predict the need for annual appropriation increases. As always, the complete picture will be reexamined each year by the CPPC.

James Boyles (Chair), Tom Godfrey (Sec), Shawn Bennett, Jesse Peters, John Harvey, Rodney Richard, Jan Pieter van Voorst van Beest
### CAPITAL PROJECTS PROJECTION

(All figures x 1000)

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**Total Funds Needed**

| | 40 | 315 | 30 | 170 | 124 | 150 | 119 | 150 | 149 | 208 | 40 | 47 | - | 60 | 53 |

**Calculations**

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**ITEMS BELOW RECOMMENDED FOR BONDING**

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Projections from 2010 Prices Calculated at 3% Annual Inflation

Rev. 4
Planning Board

The Planning Board finished up some lengthy projects this year that had begun the previous year. First, in May Maine Natural Gas was given the go-ahead for a metering station on Elmwood Rd. as part of their project to bring natural gas to Freeport. Then, in June approval was given to Central Maine Power for expansion of the Surowiec Substation and transmission line upgrades as part of their statewide Maine Reliability Project. Lastly, in September, Maine RSA #1, Inc. (U.S. Cellular) met the zoning and ordinance requirements for Pownal’s first wireless telecommunications tower now located off Loring Lane. As always for these projects the Board conducted onsite inspections, public hearings and many many meetings.

Of late the Board has been working to compliment the work of the Ordinance Review Committee in updating and streamlining our Land Use Codes. Our focus has been primarily with the Wireless Telecommunications Ord. along with an overall focus on improving ordinance quality and Board efficiency.

In the fall members John Bowdren and Matt St. Cyr attended a Maine Municipal Association seminar for new Planning Board and Board of Appeals members that is designed to inform and impress/scare those about the seriousness of our work and its lasting implications.

Sadly, in March Eric Dube resigned from the Board after having begun as an alternate in 2006 and becoming a full member in the summer of 2009. Between work, family, serving as one of Pownal’s representatives on the RSU Board and the Planning Board Eric decided he was spread a bit thin. We thank him for his time, expertise, opinions and conscientious adherence to our ordinances.

Alas too, Will Johnston has concluded that he has not the time necessary for continuing on the Board and so ended his run with us as alternate this year. He promises he won’t let his planning knowledge and experience go to waste.

Matt St. Cyr has stepped in as a full member following Eric and so the search is on for two new alternates for the Board.

The Planning Board meets the third Wednesday of each month at 7:00 PM at Mallett Hall. All meetings, workshops, onsite inspections and hearings are open to the public. Town Planner Tony Dater is available once a month at Mallett by appointment to preview Subdivision and Site Plan applications and answer questions.

Planning Board Members:

Ronald Hodsdon, Chair
Joan Mueller, Vice Chair
Elizabeth Nichols, Secretary
John Bowdren
Matthew St. Cyr
Tony Dater, Planner
Conservation Commission

The Commission continues to work on the Town’s forestry plan, which includes several of the larger town-owned properties. The plan has been certified by the Forest Stewardship Council. A benefit of partnering with FSC is that the Town is paid at higher rate for harvested wood because it is FSC-certified.

The timber harvest of the Sweetser Road lot has been started and will be finished soon, as weather permits.

The Commission will continue to plan other timber harvests based on the forestry plan and to monitor the sites for invasive plants.

The Commission meets on the 4th Tuesday of the month (excluding July and August) at Mallett Hall.

We would welcome new members. If interested, please contact one of us.

Respectfully submitted,
Ruth Hannan, Secretary

Members:
Tom Cushman (Chair)
Ruth Hannan (Secretary)
Derek Lovitch, Bob McMahon, Jeff Raymond, Matt Welch

Mallet Hall Building and Grounds

Interior renovation and painting of the voting room, the stage room, and the front entrance foyer has been our focus over the past few years. This work is now completed. If you haven’t already seen these areas, do make a point of viewing them when next you do business at the town office. Thanks to our donors and volunteers, no tax money has been used for the interior painting of Mallett Hall.

Although there remains some interior work, the committee has decided to concentrate next on landscaping at the front of the building and at its side facing the park. Plans are in their very early stages, but may include a front walkway and a side rest area featuring benches and a municipal flagpole. As always, we appreciate your input, and invite you to attend our scheduled meetings.

One of the annual duties of this committee is to survey the building and its grounds, and to prepare a maintenance report for the Selectmen. This year’s report includes committee recommendations for repair of the side entrance porch and access ramp, as well as for refinishing of the DeWitt Room floor. Some exterior painting will be scheduled for the near future. Forward-looking maintenance is important.
If you haven’t done so recently, we encourage you to take a tour of Mallett Hall. It is, of course, the site of our municipal offices, but it is so much more. Not only do the renovated rooms in the original building provide attractive spaces for town activities, they also remind us of the original magnificence of this structure built in 1886. It is listed in the National Register of Historic Places, and is a source of pride for us all.

James Boyles (Chair), Kathy Hogue, Jane Mittel, Doris Blackstone, Marie Wendt, Luther Snow, Jan Pieter van Voorst van Beest

Pownal Scenic & Historical Society

This year, a major effort of the society was the organizational and financial support of the newly formed *Friends of the North Pownal One-Room School*. As you might remember during Pownal’s bicentennial in 2008, the North Pownal United Methodist Church, with support of the Pownal Scenic & Historical Society, recognized the importance of preserving and maintaining the school house (now attached to the church and known as the Brook’s Room) as a town historic site. This year, the *Friends of the North Pownal One-Room School* was officially formed. Many responded to appeal letters to join, to provide volunteer help with maintenance projects, and to provide financial assistance. Initial exterior painting projects were completed. A social event with program and photo exhibit was held on October 24, 2010 titled *Attending A One-Room School in Pownal*. More than sixty attended and it became an eighth grade reunion for many with some generously allowing the society to reproduce class photos – since added to society archives.

The Cemetery Committee of Chair Sherry Dietrich, Janice West, Carrie and Owen Kivela, submitted their final report to the society at the Annual Meeting in November. For six years they have labored to update and complete the inventory and survey of eleven Pownal cemeteries first done by society members in 1976. This time, the surveys noted the general condition of each burial ground and surrounding fences, and photographs were taken of each monument. The condition of each monument was noted: cleanliness, foundation condition, and need of repair. Complete epitaphs were recorded as many were becoming illegible. Floral designs, fraternal organization and religious symbols, statuettes, permanent plantings, veterans and firemen’s markers and flags, and the name of the stone cutter (if found) were recorded. The committee worked closely with the Cemetery Commission, making findings known and recommending professional services when needed. These records will all be available through local, state and national archives. We are grateful for the dedication, perseverance, and fine record keeping of the committee.

Several major acquisitions have been added to the society’s collections. Through purchase, a framed 1829 Mourning Art picture was acquired and restored. PSHS is grateful for the following major gifts: Masonic Grand Master Certificate of Charles Hodsdon (1882) gift of Ron & Mary Ann Hodsdon; Congregational Church pen & ink by Michael Ward and Intermediate One-Room School pen & ink by Sue Clukey gifts of Josephine Allen; “Herbie” elm wood platter crafted and gifted by Peter Asselyn; WP school 1854 Blackboards gift of Charles Farrell; Bradbury Mt. Owls records and photos gift of Joe Johnson; and *Moses Greenleaf Primer* written by & gift of Holly Hurd.

On November 3, 2010, as Pownal representatives to the 250th Anniversary Celebration of the creation of Cumberland County, District of Maine, we joined with others from twenty-seven towns in the Rotunda of the court house to celebrate this historic occasion. Of particular interest to us
was the role that Pownal’s namesake, Thomas Pownall, Governor of the Province of Massachusetts Bay 1757-1760 played in the founding of the county. A handsome plaque of the town seal was presented to the town.

Eric Wentworth was awarded the 8th Grade graduation prize for excellence in Social Studies. This is the last year that the award will be given. We are deeply saddened by the death of two long standing PSHS members. Joseph Raymond, a 36 year member of PSHS, offered his skills as photographer in 2005 and joined with five other society members to publish On Pownal Time-One Hundred Years in a Rural Maine Town-1908-2008. He took hundreds of pictures of Pownal, its residents, and its organizations, many of which appeared in the book and all of which have been added to society archives. Althea Blake was a founding member of the society in 1970 who shared freely her memories, photographs, and memorabilia, not only of the fire and rescue department, but of all aspects of living in Pownal for 62 of her 96 years.

_Donna Boyles, President; Jane Mittel, Vice President; Jen Blackstone Kaplan, Secretary; James Boyles, Treasurer._