

**MINUTES  
SELECT BOARD  
POWNBOROUGH HALL  
Tuesday, September 15, 2020  
6:00 PM**

**ATTENDANCE:**

All attendance was on-site.

SELECTBOARD: John Rzasz, Gerald Lilly, Allan Moeller

STAFF: Michael Henderson

PUBLIC: Dave Probert, Dean Lilly, Shari Lilly, Gary Blau, Rich Graffam, Denise Reed

1. CALL TO ORDER – First Selectman John Rzasz called the meeting to order at 6:00 p.m.
2. PLEDGE OF ALLEGIANCE – John Rzasz led the Pledge of Allegiance.
3. APPROVE & SIGN THE MINUTES OF THE PREVIOUS MEETING – Second Selectman Gerald Lilly made a motion to sign and approve the minutes of the previous meeting. Third Selectman Allan Moeller seconded and the motion passed 3-0.
4. APPROVE & SIGN PRESENT WARRANT - Gerald Lilly questioned the invoice for K&G Hardware. Michael Henderson explained it was for an oil clean up and gloves. Gerald Lilly made a motion to sign and approve the warrant. Allan Moeller seconded and the motion passed 3-0.
5. GENERAL ANNOUNCEMENTS – The next regular Select Board meeting will be Tuesday, September 29, 2020 at 6:00 PM at Pownborough Hall. Both Warrant Article 2 and 3 were passed at the Special Town Meeting on Tuesday, September 8, 2020.
6. OLD BUSINESS
  - a. LED SIGN – Allan Moeller visited the Town Office and does not see a good space to put a sign. John Rzasz stated the sign should be put on hold until an area for placement has been determined.
7. NEW BUSINESS
  - a. TAX ACQUIRED PROPERTY – Michael Henderson brought forth that the mobile home on 1088 Middle Road was put in foreclosure by the Town in December 2017 for outstanding 2015 taxes. The mobile home would be sold by bill of sale and not a deed. The outstanding taxes are \$1,870. Allen Moeller offered that Jim Davis is interested in removing the mobile home for the Town.
  - b. COMMUNICATOR – Michael Henderson provided the cost of the Communicator to be mailed to every household is approximately \$3,500. There are about 60 residents that responded to the request on whether they wanted to receive or not and if only mailed to those residents the cost would be reduced to approximately \$850. Allan Moeller requested the Communicator only be mailed to those who requested it. No formal motion was presented.

## 8. DEPARTMENT UPDATES

- a. Town Roads – Allan Moeller brought up we got a price back from Willette Construction, formerly State Paving to pave the aprons of the roads and culvert replacement at \$85/ton, which is less than \$10,000 for the whole project. Allan also brought up the need to get the crack sealing done to preserve the paved roads. Allan Moeller is grading roads for the winter. Gerald Lilly motioned to get paving of aprons done by Willette Construction. John Rzasa seconded and the motion passed 3-0.
- b. Transfer Station – Gerald Lilly offered that there are vendors for E-waste. Allan Moeller said it may be too late this year.
- c. Fire Department –
  - i. Fire Chief Steve Lilly shared with Gerald Lilly that hydro test for the tanks will be conducted soon. Large hose test should cost \$1,500. A tanker will be here for examination Monday at 5:30 p.m.
- d. Town Office – Michael Henderson offered that many absentee ballot requests have been received.

## 9. CITIZENS BUSINESS –

- a. Rich Graffam asked if the Sno-Valley Rider reimbursement had been approved on the warrant presented. Michael Henderson said it had.
- b. Dave Probert asked how the process of absentee ballots work. Michael Henderson provided:
  - i. State has not issued the Absentee Ballots yet. These are expected the first week in October.
  - ii. People are welcome to request the Absentee Ballot by filling out an application for Absentee Ballot. This can be requested by phone, in person, email or mail.
  - iii. Once the Application for Absentee Ballot are returned they are reviewed and if no concerns input into the State's Central Voter Registration (CVR) system.
  - iv. When the Absentee Ballots are received from the state they will be mailed to those that formally requested. This information is input into the CVR system.
  - v. When the Absentee Ballots are received back from the voter(s) they are verified and matched to the Absentee Ballot requests. This information is entered into the CVR system.
  - vi. Once Absentee Ballots are received by the town, residents can request in person to either fill out in the presence of the election clerk or take home and fill out. Prior to receiving they will need to be verified as a registered voter in the Town. This information is input into the CVR system.
  - vii. Those Absentee Ballots that are dropped off or mailed back early will be processed a week prior to Election Day by the election warden and required election clerks for processing (this due to volume of requests).
  - viii. Those ballots that are not received early will be process at the polls on Election Day.
  - ix. All Absentee Ballots need to be received by 8 p.m. at the Pownalborough Hall on Election Day otherwise will not be counted.
- c. Internet –

- i. Denise Reed asked how to get Spectrum to expand internet in the Town. Michael Henderson stated Spectrum is not interested in expanding service. He did offer that there is a committee who has worked with Lincolnvillle Communications, but the committee is small and needs more help.
- ii. Dave Probert said the Town should go wireless and that it was almost done years ago with Hussey Communications. Allan Moeller offered to talk to the grant writer in Richmond.
- iii. Dave Probert asked if the Pownalborough Hall could now be used. Gerald Lilly said that's fine as long as CDC guidelines are followed.

10. OTHER GENERAL BUSINESS - Michael Henderson had a request from the Water Department Manager Trudy Foss, to inspect and clean the tank. Gerald Lilly inquired who did it last time and how much.

11. ADJOURNMENT - John Rzasa motioned to adjourn and it was seconded by Gerald Lilly and the motion passed 3-0. The meeting adjourned 7:30 p.m.

Approved By:



John Rzasa  
First Selectman

Gerald Lilly  
Second Selectman



Allan Moeller Sr.  
Third Selectman

Select Board