

**Town of Lyman
Select Board Meeting Minutes
November 19th, 2018 – 6:30 p.m.**

Select Board members present: John Tibbetts, Chair; David Dulong, Vice-chair; Ralph Blackington.
Absent was William Single and Thomas Guillemette.

Others present: Brad Nikel and Katrina Randall.

Pledge of Allegiance

Item #1 – Special Offers/Presentations

- a. **CEO Patti McKenna re: permission to authorize legal action.**
Tabled to when Patti McKenna can meet with the Board. John Tibbetts passed the letter received from Patti regarding the request for legal action to the Board members present.

Item #2- Hearing of Delegations / Public input

- a. Public input - *Public in attendance will have up to 5 minutes to address Board*
Katrina Randall introduced herself as a member of the Cemetery Committee. Herself and Sheila McNeil are now co-chairs of the committee. Explained that last year, \$2,000. was in the committee budget and was not used. Would like permission from the Select Board, to be able to use the funds to cut some trees located in a couple of cemeteries. David Dulong made the motion to allow cutting of trees as requested; motion seconded by Ralph Blackington. Motion carries 3-0-0. Katrina also reported that the committee is compiling GPS points on all the cemeteries and will be working with the Assessor on mapping them. There are 109 cemeteries in 38 sq. miles.
- b. Mail
- Notice of Scheduled Public Hearing by the Comprehensive Plan Committee on Wednesday, December 12th at 7:00 pm to present the proposed updated Comprehensive Plan and accept public comment. A copy of the draft plan is posted on the town's webpage and can be obtained in the Code Enforcement Office during regular business hours. A copy of the data and inventory used to draft the updated plan is available at the town hall during normal business hours.
 - Letter from Attorney Bradley Morin on increase in hourly rate to \$140.00 per hour. Current rate is \$120.00 per hour.
 - Invitation from Community Library Board of Directors to a meeting at the library on January 9th, 2019 at 6:30 pm for a presentation by the Board, a discussion about Library services and programs
- c. Complaints received.
None and Road Commissioner Maurice St. Clair is working on the list.

Item #3-minutes

- a. Approve minutes of the October 15th-16th meeting.
Tabled until full Board.
- b. Approve minutes of the October 19th Special Select Board meeting.
Tabled until full Board.

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- c. Approve minutes of the November 5th Special Select Board meeting
Motion by David Dulong to approve the minutes of the November 5th, 2018 Special Select Board Meeting minutes; motion seconded by Ralph Blackington. Motion carries 3-0-0.
- d. Approve minutes of the November 8th, 2018 meeting
Motion by David Dulong to approve the minutes of the November 8th, 2018 Special Select Board Meeting minutes; motion seconded by Ralph Blackington. Motion carries 3-0-0.

Item #4 - Sign Warrants-

- a. Payroll warrant #40 in the amount of \$18,713.43.
Motion by David Dulong to approve payroll warrant #40 in the amount of \$18,713.43; motion seconded by Ralph Blackington. Motion carries 3-0-0.
- b. Payables warrant #39 in the amount of \$77,102.51.
Motion by David Dulong to approve payables warrant #39 in the amount of \$18,713.43; motion seconded by Ralph Blackington. Motion carries 3-0-0.

Item #5 - Unfinished Business

- a. **Update on plow turn-a-round repairs.**
Brad Nikel reported that Old North Berwick Road, Shore Road, and Mast Road are completed.
- b. **Trim around Town Hall.**
Ralph Blackington had questions on the trim on what the Board was looking at. Discussion was held regarding wrapping the trim. Quotes will be obtained with a time frame of obtaining quotes first thing in the Spring with a completion date of the project by the end of May.
- c. **Discuss/vote to close Town Hall on Dec. 24th allowing employees to use PTO.**
John Tibbetts reported that three employees have already been approved to use their PTO (Paid Time Off) for Christmas Eve, Dec. 24th and asked the remainder employees if they would consider using their PTO to cover the ½ day work time and the employees agreed. Motion by Dave Dulong, to close town hall on Christmas Eve providing that we have leave requests from all the employees by close of business on December 13th; motion seconded by Ralph Blackington. John Tibbetts further explained that he asked the employee's about New Year's, the employees didn't really care about New Years. Motion carries 3-0-0.
- d. **Approve Transfer Station Reserve account be used to purchase the snow pusher.**
Motion by David Dulong to approve snow pusher to be paid for out of reserve account subject to availability of funds. Motion seconded by Ralph Blackington. Motion carries 3-0-0.
- e. **Set workshop date for Bernier Field grub damage; and mowing.**
Dave Dulong asked about why putting money into Bernier Field. Discussion was held. John Tibbetts added that the mower had short falls. Ralph Blackington thought was going to use Bunganut for baseball, could take the soft ball field. Dave Dulong added that he would be shocked if the school sold by April. Brad Nikel suggested waiting until spring. John Tibbetts explained that there are still items left in the building that would need to be removed and would be better to go on the market in the spring. Ralph Blackington added that hurrying to make a field makes no sense. Discussion was held on a committee to look at the current town hall building. Brad Nikel is willing to be on the new committee and probably could get a couple of members from the previous committee also to join.

- f. **Bunganut contract.**
Will be on the workshop on the 26th.

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Item #6- Dept. and Committee Reports

- a. Cemetery Committee- Report submitted.
- b. Community Library- No report.
- c. Road Commissioner- Given at meeting
- d. Tax Collector- Report submitted.
- e. Town Clerk- No report.
- f. Treasurer- No report.
- g. Zoning Board of Appeals- No meetings.
- h. Planning Board-Report submitted.
- i. ECOMaine-Report submitted.

John Tibbetts reported that the Fire Commission met today. The new truck should be here soon, changing the way collections are done on runs by reducing from 120 days to 90 days collection time. Also discussed benefits. Would like to investigate more options for health insurance to make more appealing for families. If Dayton and Lyman go with same insurance, there could be a cost savings. Dave Dulong should not pay 100% for families. John Tibbetts added that another option is instead of 2% to 3% raise each year, now with current retirement town pays 3%, might be beneficial and appealing to add the raise to the retirement amount the town would contribute and to look at adding eyeglasses coverage. There are a lot of long-term employees who acquire a lot of PTO (Paid Time Off), possible turn excess into their retirement fund. Dave Dulong added, need to look at the pros' and cons'. Board would like John Tibbetts to investigate the options further.

Item #7– New Business

Discussion was held regarding the tractor at the Transfer Station. Brad Nickel offered to top off the tractor with fuel. Motion by David Dulong to approve Brad Nickel to fill the tractor with fuel at the Transfer Station. Motion seconded by Ralph Blackington. Motion carries 3-0-0.

Adjourn:

The motion for adjournment was made at 7:20 pm

*Note: *Minutes may not be verbatim; they may have been paraphrased for clarity.*

John Tibbetts, Chair

David Dulong, Vice-chair

Ralph Blackington

I, Nancy Brandt, Clerk to the Select Board of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of three (3) pages are the original minutes of the Select Board Meeting of November 19th, 2018. _____ Nancy Brandt 11/19/2018

Approved