

**Town of Lyman  
Select Board Meeting Minutes  
December 17th, 2018 – 6:00 p.m.  
Lyman Town Hall**

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

Others present: Fire Chief Rod Hooper, Amber Swett, Michele Feliccitti, Priscilla Ouellette and Brad Nikel.

***Pledge of Allegiance***

**Item #1 – Special Offers/Presentations**

**a. General Assistance Director Priscilla Ouellette**

Priscilla Ouellette came before the board to explain the process of poverty abatement as foreclosure of tax liens is coming up. Uses federal poverty income guidelines. Once an request comes in, will present to the Board information that has been obtained and the Select Board will meet with the applicant in executive session. There is a one-time per lifetime poverty abatement allowed per applicant. Further added that the payment plan is the best way and strongly recommends inviting Treasurer Lisa Vargas in when meeting with the applicant. Discussion was held regarding the fuel fund. Priscilla explained it probably stated about seven years ago. In the beginning it was called the “yet to be named account” and was used for residents that are legitimately cold. Has to be applied for through General Assistance, don’t qualify then refers to the federal poverty guidelines. David Dulong asked how many people have used the fund and Priscilla informed the Board 2 this year and 3 last year. Currently the account has approximately \$3,403.76 balance. Concerns were raised from David Dulong that there is 3-years worth of funds in the account. Priscilla also added that she has not turned anyone away. Fire Chief Rod Hooper suggested when the dept. responds to a residence where lack of heat is a problem, they can give out her business card for them to contact her. It was agreed, that the funds should be used and not carried over each year, even if it includes moving up on the federal poverty income chart and Priscilla will give the Select Board a monthly report on how much was paid out of that account. Priscilla also asked about her phone, and the Board suggested where there is now not a Planning Board Clerk she can use the phone along with moving her desk to the other side of the room

**b. CEO/Land Use Director Patti McKenna re: property clean up on Kennebunk Pond Rd-  
Postpone to when Patti McKenna can attend.**

**Item #2- Hearing of Delegations / Public input**

**a. Public input - *Public in attendance will have up to 5 minutes to address Board***

Amber Swett & Michele Feliccitti re: Social Media/website.

Michelle and Amber came in to discuss with the Board the town’s website. Michelle explained that her company has an IT person who designs websites and she is willing to ask him to take a look at the current town website to see what he could do and include the cost. Both Amber and Michele would rather see streaming of the Select Board meeting rather than the audio. Brad Nikel added that the website needs to be mobile friendly. Motion by David Dulong to appoint Amber Swett and Michelle Feliccitti to an ad hoc committee to see what the town needs including the costs; motion seconded by Ralph Blackington. Motion carries 3-0-0.

**b. Mail**

- c. Complaints received

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**Item #3**-minutes

- a. Approve minutes of the December 3rd meeting.  
Motion by David Dulong to approve the December 3<sup>rd</sup> meeting minutes; motion seconded by Ralph Blackington. Motion carries 3-0-0.

**Item #4 - Sign Warrants-**

- a. Payroll warrant #48 in the amount of \$19,397.76.  
Motion by David Dulong to approve payroll warrant #48 in the amount of \$19,397.76; motion seconded by Ralph Blackington. Motion carries 3-0-0.
- b. Payables warrant #47 in the amount of \$62,166.64.  
Motion by David Dulong to approve payables warrant #47 in the amount of \$62,166.64; motion seconded by Ralph Blackington. Motion carries 3-0-0.

**Item #5 - Unfinished Business**

- a. **Dates for workshop with YMCA**  
Once the YMCA has answered the questions, then the Board will set up a meeting with them
- b. **Budget meeting with Library Trustees on January 19<sup>th</sup> 6:30 pm at library**  
John Tibbetts, Chair would like to see all Select Board members attend.

**Item #6- Dept. and Committee Reports**

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

**Item #7– New Business**

- a. **Appoint Maurice St. Clair as ECOMaine Representative.**  
Motion by David Dulong to appoint Maurice St. Clair as ECOMaine Representative; motion seconded by Ralph Blackington. Motion carries 3-0-0.
- b. **Approve Nortrax service agreement for the tractor at the Transfer Station.**  
Motion by David Dulong to approve the Nortrax Service contract for the tractor at the Transfer Station; motion seconded by Ralph Blackington. Motion carries 3-0-0.
- c. **Approve RFP for Real Estate Agent re: Cousen’s School.**  
Motion by David Dulong to approve the RFP (Request for Proposal) fore Real Estate Agent for Cousen’s School; motion seconded by Ralph Blackington. Motion carries 3-0-0.
- d. **Approve laptop for CEO/Land Use Director.**  
Motion by David Dulong to approve laptop for CEO/Land Use Director; motion seconded by Ralph Blackington. Motion carries 3-0-0.
- e. **Discuss/approve phone & internet service.**  
Motion by David Dulong to approve GWI for phone and internet service; motion seconded by Ralph Blackington. Motion carries 3-0-0.

**f. Town's website.**

Discussed earlier in meeting

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**Town Hall & Transfer Station employees.** John Tibbetts discussed with the Board, that the Board last year put in \$20.00 a piece and bought employees donuts and muffins. Another suggestion was for sandwiches from George's. John Tibbetts will see what the employee would like.

**Pushing snow onto roads.** Brad Nikel brought to the Board's attention that there is a big issue with snow being pushed out into and across the roads. Plow driver Wendel Smith has a list of areas where it has now become an issue. David Dulong made the motion to send out certified letter notifying them of the offense; motion seconded by Ralph Blackington. Motion carries 5-0-0.

**Adjourn:**

The motion for adjournment was made at 7:25 pm.

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

\_\_\_\_\_  
John Tibbetts, Chair

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David Dulong, Vice-chair

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Thomas Guillemette

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Ralph Blackington

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William Single

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 December 17th, 2018. \_\_\_\_\_ Nancy Brandt 12 /17 /2018