

**Town of Lyman
Select Board Meeting Minutes
September 4th, 2018 – 6:30 p.m.**

Select Board Members Present: John Tibbetts, Chair; David Dulong, Vice-chair, Thomas Guillemette, Ralph Blackington. William Single arrived at 6:36 pm.

Others present: Fire Chief Rod Hooper, Loren Blair, Bob Schultz, Brad Nikel, Road Commissioner Maurice St. Clair, Wendell Smith, Town Clerk Polly Weiss.

John Tibbetts opened the meeting at 6:31 pm.

Pledge of Allegiance

Item #1 – Special Offers/Presentations

- a. **Tax Collector Sue Bellerose re: Certificate of Settlement, workshop information updates.—Table to Sept. 17th meeting.**
- b. **Pike Industries re: invoice for Clark Woods Road**

Loren Blair explained to the Board the increase in the invoice from the contracted price of \$99,978.25. Loren Blair explained that when he met with Road Commissioner Maurice St. Clair regarding measuring the actual length from joint to joint within the road was 2,565. The bid was for 2,500 ft. including a difference in the bid price of 640 tons to actual 957.98 tons were used. Also put more shoulder gravel out with a total of \$160.00 more. The asphalt escalator was 124.54. When the crew started paving, they started on the West end of the road ended up paving 22 ft. 6 inches. Then tied back into the East end of the project it is 22 feet wide. Pavement in the road is closer to 2 5/8ths inches deep instead of 2 inches in the bid. He added that he probably should have talked to Maurice before and is 120 feet longer. Went by ton laid, that is how he figures it. David Dulong added that if the bid was for 2,500 feet and should have been 2,600 feet, then Pike should be paid if Maurice agrees. Further explained that the bid was a lump sum contract but need to pay the asphalt escalator and should be paid for the extra length. Will need to figure out the tonnage by the length and 22 ft. wide. But the town is not going to pay for the 6 inches extra. Loren will deduct from the invoice the difference and resubmit a corrected invoice. When the revised invoice is submitted, then it will be paid.

Item #2- Hearing of Delegations / Public input

- a. Public input - *Public in attendance will have up to 5 minutes to address Board*
- b. Mail
 - o Notice from Maine Housing announcing the re-opening of its Mobile Home Replace Initiative a \$30,000.00 grant which provides an opportunity for the owner/occupant of a Pre-1976 mobile home to removed and replace it with a new Energy Star certified manufactured home located on the same site.
 - o Notice from Charter Communications, effective on Oct. 1st Newsmax will be launching on the Digital Tier 1/Silver level of service.

**Town of Lyman
Select Board Meeting Minutes
September 4th, 2018 – 6:30 p.m.**

- c. **Complaints received.**
John Tibbetts read a complaint that was received regarding the recent Iron Man Bike event. Other complaints have been heard by Board members. Complaints received were the same including, riders being very rude and vulgar, riding 4-5 wide on So. Waterboro Road, passing vehicles that were held up by the line of riders. Fire Chief Rod Hooper recommended that the Select Board send a letter to the Old Orchard Beach Town Manger not to plan to come through Lyman next year. This year there were about 2,600 participants and this is an international event. It was very unsafe for Townspeople who are trying to go on So. Waterboro Road as well as for the riders. After a brief discussion, the Select Board will draft a letter to send and Fire Chief Rod Hooper will also contact the Maine State Police in Alfred to also send a letter to go with the Town letter.

Item #3-minutes

- a. **Approve minutes of the August 20th meeting**
Motion by Thomas Guillemette to approve the minutes of the August 20th meeting; motion seconded by David Dulong. Motion carries 5-0-0.

Item #4 - Sign Warrants-

- a. **Payroll warrant #16 in the amount of \$14,579.79.**
Motion by David Dulong to approve payroll warrant #16 in the amount of \$14,579.79; motion seconded by William Single. Motion carries 5-0-0.
- b. **Payable warrant #19 in the amount of \$796,823.36.**
Motion by David Dulong to approve payable warrant #19 in the amount of \$796,823.36.; motion seconded by Thomas Guillemette. Motion carries 5-0-0.

Item #5 - Unfinished Business

- a. **Door on concession stand.**
Ralph Blackington reported to the Board that he had checked out the stairs and feels the gate is to heavy, that will be an easy fix. Regarding the door, can pull out the header, then install a new header with a new door. Discussion was also held on the dog signs at the athletic fields. Board agreed to order 4 “No Dogs Allowed” signs to be installed.
- b. **Volunteer insurance.**
No action needed.
- c. **Road/turn-around work for winter plowing.**
Road Commissioner Maurice St. Clair will start working on the list and reported that the rocks on Shore Road will be moved.
- d. **Tony Vigue re: sponsor for legislation**
Letter of support will be sent.

Item #6- Dept. and Committee Reports

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| a. Animal Control Officer-No Report | e. ECO Maine- No report |
| b. Assessor- No report | f. Parks & Recreation- Report submitted. |
| c. CEO/Building Insp.-Report submitted. | g. Planning Board- Report submitted. |

**Town of Lyman
Select Board Meeting Minutes
September 4th, 2018 – 6:30 p.m.**

Dept. and Committee Reports Cont.’

- d.** Comp. Plan –Meeting Sept. 12th. **h.** Road Commissioner- To be given at meeting

Fire Commission report: John Tibbetts reported on the last commission meeting. The Commission reviewed the call volumes for the summer of 2008-2018. Updated personnel policy has been implemented. Discuss was held regarding retirement plans for personnel. Reviewed the list of equipment and other projects.

Discussion was held regarding purchased AED’s for the Transfer Station. David Dulong made the motion to approve the purchase of an AED for the Transfer Station in the amount of \$1,410.00; motion seconded by William Single. Motion carries 5-0-0.

Item #7– New Business

- a. Kennebunk Beach brush cutting and clean up.**
Plan is to pull the sand back and cut the brush around the guard rails. A permit by rule will be required from D.E.P. David Dulong made the motion to obtain a permit by rule from D.E.P., move the sand back and clean up around the guard rail allowing Brad Nikel permission to complete the work; motion seconded by William Single. Motion carries 5-0-0.
- b. Change date of Select Board meeting on Nov. 5th to allow Nov. 6th absentee ballots be processed.**
Town Clerk Polly Weiss asked the Board to consider changing their meeting from Monday, Nov. 5th to allow the process of absentee ballots for the Nov. 6th election on that date. David Dulong made the motion to move the meeting to Thursday, November 8th; motion seconded by Thomas Guillemette. Motion carries 5-0-0.
- c. Discuss/approve snow removal and sanding of the Town Hall parking lot.**
Road Commissioner Maurice St. Clair recommended salting only as the sand tracks into the building. If sanding is required, David Riley will be able to sand. William Single felt the option should not be for one year but longer. A multi-year contract would be more attractive to bidders. David Dulong suggested three year, beyond would be mutual agreement. Contract should include Cousen’s School but with a different plowing spec.
- d. Discuss holding a rabies vaccination clinic in Lyman.**
Tabled to next meeting. William Single felt the ACO should put together a program.
- e. Budget process.**
John Tibbetts explained that notebooks are put together and during the process the information is not current after workshops. By the time the Board is in within two months the books are outdated. His suggestion is to take the budget in parts, and when one part is completed then put it in the notebooks. William Single added that the Board talked about using TRIO software for the budget process and we have upgrade issues to discuss getting those in place at the proper time and getting the software implemented and training done so it is usable. John Tibbetts added that should be well into the budget process before that happens.

**Town of Lyman
Select Board Meeting Minutes
September 4th, 2018 – 6:30 p.m.**

The new TRIO is scheduled to be installed in November. William Single explained that it will not be done if the Town does not have the hardware in place. Further discussion will be held under new business.

f. Purchase 15 – 4-foot blocks.

Motion by David Dulong to purchase 15 – 4-foot cement blocks from Dayton Sand & Gravel; motion seconded by William Single. Brad Nikel will haul the blocks and Maurice St. Clair will use the town tractor to place the blocks. Motion carries 5-0-0.

g. Set workshop date for Bunganut contract and

h. Bunganut seasonal care takers.

The current contract with the YMCA expires in October. John Tibbetts added that the YMCA needs to come up with other areas for staffing and funding. Suggested having caretakers to stay with RV's, to walk around the premises and pick up trash after hours. Possibility of having two caretakers, would be a more effective way of staffing. Matt Ouellette from the YMCA feels it is a great idea. David Dulong would like to see a detail report on the contract not just an amount. John Tibbetts added that there is a need for more than one contact person. Discussion was held on why renters must go through the YMCA and not be able to come through the Select Board Office. Town would schedule, and the YMCA would collect the fees. William Single would like to see a multi-year proposal for each year. Workshop will be held on Thursday, September 20th at 6:00 pm.

Other:

Gate at Bunganut Park: John Tibbetts would like to keep the gate unlocked to allow residents to use the park. Voted to keep the gate unlocked for residents. Also waiting for CMP to move the panel so the cabin can be town down. Leighton Excavation submitted an invoice for \$21,050.00. Original quote was for \$13,840.00, but there was extra work added for a total of \$7,210.00. David Dulong made the motion to pay the invoice in the amount of \$21,050.00 out of the logging fund; motion seconded by Thomas Guillemette. William Single asked how it comes in within the 5-year plan. John Tibbetts explained that the plan was to replace the building. William Single felt should have a 5-year plan. Suggestion of a committee over the winter with monthly updates for the Board. John Tibbetts added that he would like a Select Board Member on the committee. William Single volunteered and Ralph Blackington will also work on the committee to come up with a 5-year plan. Original motion carried 5-0-0.

Computers/server: Ralph O'Brien after David Dulong and John Tibbetts met with him, was going to put together a proposal for a new server, lap tops for the Select Board along with replacing computers. William Single has talked to Ralph O'Brien about equipment. Fire Chief Rod Hooper would like to add GMFR, but past experiences with Ralph O'Brien was not a good experience, there are other vendors out there. John Tibbetts explained that the town did have another vendor which did not work out. Now the town is back with Ralph O'Brien and there has been no problem. If there is a problem, he is very quick to fix it. John Tibbetts asked Fire Chief Rod Hooper what the problem was. Fire Chief Rod Hooper explained that he didn't work directly but Chad Johnson did, and there was a problem with following up. Select Board Clerk will contact Ralph O'Brien about the proposal along with inviting him to the workshop to be held on the 20th.

**Town of Lyman
Select Board Meeting Minutes
September 4th, 2018 – 6:30 p.m.**

Hazardous Waste pickup. Maurice St. Clair asked about the town conducting a day for pickup. Receive a lot of requests. Robert Randell was looking into it. Select Board Clerk will contact Clean Harbors for additional information.

Flushing culverts. There are culverts that are completely plugged and can be jetted out, but a water source will be required. Brad Nikel feels should know what the cost is per culvert. Suggestion was made that the Fire Dept. could use a fire truck for training to carry the water. Maurice St. Clair will come up with a list of culverts that need to be flushed.

Adjourn:

Motion to adjourn was made at 8:18 pm

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

John Tibbetts, Chair

David Dulong, Vice-chair

Thomas Guillemette

Ralph Blackington

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 five (5) pages are the original minutes of the Select Board Meeting of Sept. 4th, 2018. _____ Nancy Brandt / /2018