

**TOWN OF LYMAN BOARD OF SELECTMEN  
REGULAR MEETING MINUTES  
JULY 6, 2021 – 6:00 P.M.  
LYMAN TOWN HALL**

***Note: These are summary minutes. A recording of the meeting is on file at the Lyman Town Hall. Minutes are not verbatim. Minutes may be paraphrased for clarity. Minutes are draft until approved by the Board of Selectmen.***

**SELECTMEN PRESENT:** Chairman William Single, John Tibbetts, David Alves, and Thomas Hatch.

**SELECTMEN ABSENT:** Vice-Chairman Ralph Blackington.

**PLEDGE OF ALLEGIANCE**

The meeting was called to order at 6:00 p.m. with the Pledge of Allegiance. Attendance was taken; a quorum was present.

**ITEM #1**      **SPECIAL OFFERS / PRESENTATIONS**

**ITEM #2**      **HEARING OF DELEGATIONS / PUBLIC INPUT**

**a. Public Input – Public in attendance will have up to 5 minutes to address the Board**

David Alves came forward to speak regarding events surrounding legal counseling services and billings and software issues with the Trio Program.

Bob St. Onge came forward to speak regarding his Freedom of Access requests and made references to events at the last special meeting held by the Board of Selectmen.

**b. Mail**

The following mail was received in the meeting packets:

	<u>Date</u>	<u>From</u>	<u>Subject</u>
1.	6/17/21	S. Austin	110-119 Shore Rd
2.	6/18/21	DOT	Transportation Funding Updates
3.	6/22/21	Treasurer	July 19 <sup>th</sup> meeting attendance
4.	6/23/21	S. Collins	Coronavirus Recovery Funds
5.	6/24/21	CEO	12 Basswood
6.	6/24/21	DOT	Local Road Assistance Program
7.	6/29/21	Treasurer	Issue items for a special town meeting
8.	6/29/21	CMP	Conversion to LED streetlights update
9.	6/30/21	Sevee & Maher	Notification of Application to DEP

**c. Complaints**

**ITEM #3**      **ACCEPT MINUTES**

**a. Regular Meeting dated June 9, 2021**

A **MOTION** was made by John Tibbetts, seconded by David Alves, to accept the minutes of the Regular Meeting dated June 9, 2021. Motion carried 3-0-1 (Thomas Hatch abstained).

**ITEM #4**

**SIGN WARRANTS**

- a. **Payroll Warrant #60 in the amount of \$16,570.61**  
A **MOTION** was made by John Tibbetts, seconded by Thomas Hatch, to approve Payroll Warrant #60 in the amount of \$16,570.61. Motion carried 3-1-0 (David Alves against).
- b. **Accounts Payable Warrant #61 in the amount of \$50,683.51**  
A **MOTION** was made by Thomas Hatch, seconded by John Tibbetts, to approve Accounts Payable Warrant #61 in the amount of \$50,683.51. Motion carried 3-1-0 (David Alves against).
- c. **Accounts Payable Warrant #62 in the amount of \$4,752.88**  
A **MOTION** was made by John Tibbetts, seconded by Thomas Hatch, to approve Accounts Payable Warrant #62 in the amount of \$4,752.88. Motion carried 3-1-0 (David Alves against).
- d. **Accounts Payable Warrant #01 in the amount of \$620,603.42**  
A **MOTION** was made by John Tibbetts, seconded by Thomas Hatch, to approve Accounts Payable Warrant #01 in the amount of \$620,603.42. Motion carried 3-1-0 (David Alves against).
- e. **Accounts Payable Warrant #02 in the amount of \$69,400.00**  
A **MOTION** was made by Thomas Hatch, seconded by John Tibbetts, to approve Accounts Payable Warrant #02 in the amount of \$69,400.00. Motion carried 3-1-0 (David Alves against).

**ITEM #5**

**UNFINISHED BUSINESS**

- a. **12 Basswood Court – Cleanup of junk on property**  
It was reported this matter has been forwarded to the town attorney.
- b. **Old Kennebunk Road – Road Work**  
Road Commissioner Brad Nikel reported 700' of the road is scheduled to be paved this week or next.
- c. **Oscar Littlefield Road – Road Work**  
William Single reported he had not had the chance to do anything further on this and indicated he would have something to report at the next meeting.
- d. **Trio Software – Status on issues with software**  
William Single reported the issue has been rectified.
- e. **Address budget cuts made at Annual Town Meeting**  
This item was addressed as part of the next item on the agenda.

f. Discuss/Consider how much money to take from Surplus & Excise to offset the Tax Rate

William Single referenced the documents prepared by Treasurer Jeanette Lemay. Discussion was held regarding the following: (1) History of fund balances; (2) Utilizing \$1 million in Surplus towards lowering the tax rate; (3) The summary of increasing yearly expenses in relation to yearly fund balances; (4) Putting funds towards improvements to South Waterboro Road with the State matching the dollars; and 5) Utilizing \$300,000 in Excise towards lowering the tax rate. The following action was taken:

A **MOTION** was made by John Tibbetts, seconded by David Alves, to set the date of September 7<sup>th</sup> for a Special Town Meeting. Motion passed 4-0-0.

g. Vote on 2021 Appointments – continued from June 21<sup>st</sup> meeting

A **MOTION** was made by John Tibbetts, seconded by David Alves, to appoint the following individuals for the 2021-2022 year: Patti McKenna as Code Enforcement Officer, Building Inspector, Plumbing Inspector, E911 Addressing Officer, and Health Officer – David Sawyer as Assessor/Assessing Agent – and Bradley Nickel as Road Commissioner. Motion passed 4-0-0. It was noted there is currently a vacancy for ECO Maine Representative if anyone is interested in applying.

**ITEM #6**

**DEPARTMENT AND COMMITTEE REPORTS**

a. Roads Department

Road Commissioner Brad Nickel reported the following: (1) Road striping has started in town (yellow only due to contractor not able to get white paint); (2) Ditching will begin and a new shoulder put in on Kennebunk Pond Road from the parking lot up the hill on the righthand side; (3) The washout is being looked into at the end of Poor Farm Road and paving the corner wider; and (4) The RFP on Walker Road will be put together.

**ITEM #7**

**NEW BUSINESS**

a. Application of Appointment – Ordinance Review Committee – Michelle Felicitti

This item was addressed as part of the next item on the agenda.

b. Application of Appointment – Ordinance Review Committee – Amber Swett

A **MOTION** was made by John Tibbetts, seconded by Thomas Hatch, to appoint Michelle Felicitti and Amber Swett as members of the Ordinance Review Committee. Motion passed 4-0-0.


c. Application for Appointment – Zoning Board of Appeals Alt – Russell Outhuse

A **MOTION** was made by Thomas Hatch, seconded by John Tibbetts, to appoint Russell Outhuse as alternate member of the Zoning Board of Appeals. Motion carried 3-0-1 (David Alves abstained).

- d. **Appoint one additional member to Charter Revision Commission**
- **Application for Appointment – Charter Revision Commission – Roger Hooper**  
A **MOTION** was made by John Tibbetts, seconded by David Alves, to appoint Roger Hooper as member of Charter Revision Commission. Motion passed 4-0-0.
- e. **Appoint one Selectman as member to Charter Revision Commission**  
A **MOTION** was made by Thomas Hatch, seconded by William Single, to appoint Selectman David Alves as member of Charter Revision Commission. Motion carried 3-0-1 (David Alves abstained).
- f. **Treasurer’s Job Description – Request to update/add duties relative to actions at Special Meeting 06/28/21**  
No action.
- g. **Application for One-Day Catering Permit – 969 So Waterboro Rd – 7/17/21**  
A **MOTION** was made by David Alves, seconded by John Tibbetts, to approve the One-Day Catering Permit for Pirates Patio & Galley on July 17, 2021. Motion passed 4-0-0.
- h. **Application for new On-Premises Liquor License – Rustic Dreams Barn & Venue – 20 Rabbit Run**  
This item was addressed as part of the next item on the agenda.
- i. **Application for new Special Amusement Permit – Rustic Dreams Barn & Venue – 20 Rabbit Run**  
Applicants Keith Sevigny and Shawnte Sevigny were present to explain their requests. The following action was taken:  
  
A **MOTION** was made by John Tibbetts, seconded by David Alves, to table the matters to the next meeting and forward to the Town Attorney for more information. Motion passed 4-0-0.
- j. **Select Board Clerk – Internal Job Posting Applications**  
A **MOTION** was made by John Tibbetts, seconded by David Alves, to appoint Donna Richard as Select Board Clerk. Motion passed 4-0-0.

**ADJOURN**


A **MOTION** was made by John Tibbetts, seconded by Thomas Hatch, to adjourn the meeting at 7:30 p.m. Motion passed 4-0-0.

  
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William Single, Chairman


  
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Ralph Blackington, Vice-Chairman

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John Tibbetts

  
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David Alves

  
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Thomas Hatch

I, Laurie Bosco, Clerk to the Select Board of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of four (4) pages are the original minutes of the Board of Selectmen's Regular Meeting dated July 6, 2021.

  
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Laurie Bosco