

Town of Lyman
Board of Selectmen Regular Meeting
August 16, 2021 -6:00 pm
Lyman Town Hall

Board of Selectmen present: William Single, Chair; David Alves, and Thomas Hatch. Absent were Vice Chair Ralph Blackington and John Tibbetts.

Others present: Amber Swett (YouTube recording), Treasurer Jeanette Lemay; Select Board Clerk Donna Richard

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.

ITEM #1 SPECIAL PRESENTATIONS

Treasurer, Jeanette Lemay did a brief presentation explaining the cash method versus the accrual method. The cash method post and pay items when they come in. Accrual method is when it is incurred. Prior to February 2021 we had 3 accounts. Camden operation, Camden Money Market and Infiniti Cash account. It worked well to have a close location to drop cash, make change, etc. We now have Biddeford Savings for operation, money market and still have Infiniti. Camden will be closed. She showed samples of bank statements. Debits equal credits to the town, credits are a positive. All checks are written on operating account. A payment from the reserve gets paid out of operating and needs to be paid back to the operating account. A transfer needs to take place between accounts to pay back the operating account. Infiniti is close. We drop cash daily and make change. In order to get money from Infiniti into Biddeford Savings, we need to make transfers. Secured funds. FDIC insured. What happens if we have more than what they insure? The rest is unsecured which is why we have sweep accounts to move money. Banks look at our accounts daily and move money as needed. A line of credit hasn't been applied for yet, but should be done by September. There are no charges from either bank to transfer money in and out. There are also no stop payment fees.

ITEM #2 HEARING OF DELEGATIONS / PUBLIC INPUT

a. Public Input

Amber Swett asked about storage issues. It was not brought up about the prior committee that was formed. Chair Single said a new committee would probably need to be formed since so much time has passed.

Select Board Clerk reported an incident relayed to her from Dave Riley involving an overdose at the Kennebunk Pond parking lot. The vehicle was not towed since the person was outside the car when police and rescue came. There was more discussion revolving around the Kennebunk Pond parking area.

Holli from Parks and Rec asked about the PO for the signs for Chadbourne Field. Signs ordered include No Dogs and No Smoking. Chair also wants No Golf signs for Chadbourne as well as for Bunganut.

Holli also asked about keeping the Chadbourne Field unlocked, but chair feels that adults would bring dogs and not clean up after them. They agreed to try to leave the walk-through gates open and see what happens.

b. Mail (copies attached at end of minutes)

MMA email indicating that funds are delayed.

Planning Board meeting had 2 meetings in July; letter attached to end of minutes

Request for a zone for the control room to provide air

c. Complaints

ITEM #3 MINUTES

ITEM #4 SIGN WARRANTS

- a. Accounts payable warrant #8 for FY2022 in the amount of \$28,299.95. Motion by David Alves, 2nd by Tom
Vote to sign warrants during the meeting 3-0

ITEM #5 UNFINISHED BUSINESS

- a. PTO Accrual compensation calculations for current employees

It was already agreed we would be paying it, but not indicated how and when. Treasurer gave the amount due to the board. Motion by Tom Hatch, 2nd by David. 3-0
David Alves went back to the PTO funds being paid since funds come out of personnel but not a funded liability. Vote was that we agree that it needs to be paid. More than likely it would need to be voted on at a town meeting. Two employees went from exempt to non-exempt resulting in change to PTO.

ITEM #6 DEPARTMENT AND COMMITTEE REPORTS

- a. Treasurer Susan Bellerose reviewed the report and advised that we do not have a tax commitment date yet. She is hoping for a 10/1 due date, but two weeks is not enough time after the commitment for taxes to be paid.
Interim Assessor was not able to be there but submitted a report (attached to end of these minutes)

ITEM #7 NEW BUSINESS

- a. Coastal Riptide request to use Chadbourne field for baseball. Tom made a motion to approve the application, Dave 2nd. 3-0
- b. Selectman Hatch brought up an email that came in late from Town Clerk regarding a PO to have a book re-bound. The questions came up on if it needs to be done now or if it can wait. We still need to look into digital preservation of documents. Also discussed checking with other towns to see how they purge and digitize old documents. Treasurer spoke to the fact that vital records need to be preserved as they are. It needs to be done regardless of if they digitize or not. It was budgeted to have the book preserved.
- c. Amos Gay came forward with this presentation regarding the Goodwins Mills cemetery. (attached at end of the minutes)

There is no president or vice president, only a treasurer, secretary and 3 trustees. He did not divulge their names publicly. The cemetery is not functioning as it should. 30% of lot sales is supposed to go perpetual care but Mr. Gay does not believe that is happening. A perpetual fund account should be set up. There are numerous veterans in that cemetery but no records of deeds as to who it belongs to. It is possible that there is a filing in the state but hoping someone can figure out who owns the cemetery. The Association exists but there are no files. If town was willing to take it over it could be an easy transition. Amos has never looked at the treasurer's book or the secretaries' books. We need report from law office before we can proceed. Chair mentioned that our attorney contact their attorney to try to get more information.

ADJOURN. Motion to adjourn by David, 2nd by Tom



William Single, Chairman



Ralph Blackington, Vice-Chairman

John Tibbetts



David Alves



Thomas Hatch

I, Donna Richard, 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 Board of Selectmen Regular Meeting dated August 16, 2021.



Donna Richard

August 16, 2021

TO THE LYMAN BOARD OF SELECTMEN

Re: Money & Banking

Gentlemen:

There are two main methods of accounting. They are Cash and Accrual.

Cash Accounting: Deposits and expenses are recorded when they come in or are paid

Accrual Accounting: Deposits and expenses are recorded when they occur

The Town of Lyman uses the Accrual method of accounting. I have never been to any Government Agency that uses the Cash method. I have provided the definitions to you on page 4 attached.

Prior to February 3, 2021, the Town had 3 major bank accounts. They were:

Camden Bank – Operating account

Camden Bank – Money Market (now Reserve and Trust account)

Infinity Credit Union – Cash account

Currently the Town has 4 major accounts. They are:

Biddeford Savings – Operating account

Biddeford Savings – Reserve and Trust account (formerly Money Market)

Infinity Credit Union – Cash account

Camden Bank – in the process of closing

When looking at a bank statement the Debits and Credits are from the side of the bank. They are the opposite for us. See below:

Statement Debit = Credit (minus -) for the Town of Lyman

Statement Credit = Debit (plus +) for the Town of Lyman

CAMDEN:

Camden is in the process of getting closed. All items with the exception of the Electric Bill and Credit Card machines (the ones out front) have been moved over to Biddeford Savings. Once the Electric Bill and Credit Card machines are moved the account will be closed. Transferring these funds to Biddeford Savings will start taking place soon.

RESERVE AND TRUST:

All checks are written on the Operating Account. If a check is written from a reserve account line item it is written on the Operating Account and then the funds are transferred from the Reserve and Trust account to the Operating Account to cover that item. The opposite happens when money comes into

the account. It first comes into the Operating Account and then is transferred to the Reserve and Trust account.

On pages 5 and 6 from 2021:

Steele Nickel was hired to do the Handicap Area at Bunganut and was to be paid out of the Bunganut Improvement Reserve Account.

A bill came in and was paid on Warrant 59 with check # 8191

As I described above all checks and receipts come into the Operating Account so the bill was paid from the operating account.

A transfer was then done to take that money from the Bunganut Reserve account and pay back the operating account for the check.

This is a direct method. An expense occurs and that expense is singularly paid back. The opposite happens for revenue.

On pages 7 through 10 from 2018:

You will see a transfer from Operating into the Money Market. This was done towards the beginning of the year.

All activity of expenses and revenue would happen through this account throughout the year and then would be balanced out periodically.

This is an indirect method.

BOTH METHODS ACHIEVE THE SAME GOAL AND ARE ACCEPTABLE PRACTICES, JUST DONE IN A DIFFERENT WAY.

INFINITY:

The Infinity cash account has been set up as a close place to drop the cash we bring in and to get change for the front desk. The money is then transferred to Biddeford Savings Operating account. This saves time and money limiting travel to Biddeford. I have provided an example on Pages 11 and 12 from 2021 and on Pages 13 and 14 from 2018

As you can see the above mentioned items are nothing new to Lyman and have been the procedure for several years from employee to employee to employee.

So lets talk about what is new.

SECURED FUNDS:

As many of you know banks have signs that say they are FDIC Insured up to a certain dollar amount (usually \$250,000). The FDIC Insurance is per Tax ID Number and not per checking or savings account.

This means that if the bank has an FDIC insurance of \$250,000 and you have a balance of \$1,000,000 that \$750,000 would be unsecured (or not insured).

There are a few ways to get the \$750,000 secured.

Multiple Tax ID numbers with multiple accounts. Not something I would ever recommend to a Government Agency.

Letter of Credit from the Bank. The bank would go out and get letter of credit they are guaranteeing the difference, in this case up to \$750,000. This is what we have done in the past. The problem I find with a letter of credit is that it is locked in for a year and does not change if you exceed \$750,000. Say you have \$800,000 additional funds, after taxes come in, then \$50,000 would be unsecured. This is a minimal risk but still a risk.

Multiple Accounts at Multiple Banks. You could create multiple accounts at multiple banks and keep no more than \$250,000 in each. But why do that when the bank will do it for you.

Sweep. A Sweep Account protects your balance no matter how much it is. This is what I have set up here in Lyman. Each day our accounts are looked at by the bank and any funds needed are transferred or *swept* into our account and any excess funds are swept out of our account to multiple banks with FDIC insurance. I have included a full copy of our June Sweep statement on pages 15 through 18 for you. On page 17, it shows where our money has been swept to for the month and what banks are holding our funds.

If you have any questions please let me know. Thank you.

The two main accounting methods are **cash accounting** and **accrual accounting**. Cash accounting records revenues and expenses when they are received and paid. Accrual accounting records revenues and expenses when they occur. Generally accepted accounting principles (GAAP) requires accrual accounting.





The Maine Community Bank Family

PO Box 400, Auburn, ME 04212

Statement Ending 06/30/2021

TOWN OF LYMAN

Page 3 of 4

Account Number: XXXXXXXX

IN YOUR CORNER BUSINESS MONEY MARKET-XXXXXXXX

(continued)

Other Debits

Date	Description	Amount
06/08/2021	TRANSFER TO ICS SAVINGS ACCOUNT 70000089451	\$1.00
06/11/2021	TRANSFER TO ICS SAVINGS ACCOUNT 70000089451	\$35.10
06/23/2021	TRANSFER TO ICS SAVINGS ACCOUNT 70000089451	\$1.00
06/28/2021	INT CD	\$30.71
06/28/2021	CHECK TO AMAZON	\$496.76
06/28/2021	CHECK FOR DELL	\$964.32
06/28/2021	CHECK DEAN DATA WEBSITE	\$2,106.06
06/28/2021	STEELE NIKEL HANDICAP AREA	\$3,200.00
06/30/2021	REV DUP TRANS	\$1.00
06/30/2021	REV DUP TRANS	\$11.73
06/30/2021	BUSINESS INTERNET TRANSFER TO 88966 ON 6/30/21 AT 12:04	\$30.71
06/30/2021	REV INT KEYED 2X	\$43.01
06/30/2021	CORR DUP TRANS	\$43.01
06/30/2021	REV DUP TRANS	\$43.01
06/30/2021	REV INT MAR CAMDEN	\$73.72
06/30/2021	BUSINESS INTERNET TRANSFER TO 88966 ON 6/30/21 AT 9:31	\$703.72
06/30/2021	KRT FINAL PAY	\$20,000.00
06/30/2021	TRANSFER TO ICS SAVINGS ACCOUNT 70000089451	\$147.44

18 item(S) totaling \$27,926.24

Daily Balances

Date	Amount	Date	Amount	Date	Amount
06/08/2021	\$0.00	06/23/2021	\$0.00	06/30/2021	\$0.00
06/11/2021	\$0.00	06/28/2021	\$0.00		

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The Maine Community Bank Family

PO Box 525, Biddeford, ME 04005

Statement Ending 06/30/2021

TOWN OF LYMAN

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Account Number: XXXXXXXX

IN YOUR CORNER BUSINESS SELECT CHECKING-XXXXXXXX

(continued)

Electronic Credits

Date	Description	Amount
06/07/2021	2985 WEB-20210604 Boat Excise Tax - (06/04/2021)	\$16.80
06/07/2021	2985 WEB-20210604 RR Excise Tax - (06/04/2021)	\$985.65
06/08/2021	2986 WEB-20210607 RR Excise Tax - (06/07/2021)	\$1,497.29
06/09/2021	2987 WEB-20210608 Boat Excise Tax - (06/08/2021)	\$34.80
06/09/2021	2987 WEB-20210608 RR Excise Tax - (06/08/2021)	\$2,151.56
06/10/2021	2988 WEB-20210609 Boat Excise Tax - (06/09/2021)	\$41.40
06/10/2021	2988 WEB-20210609 RR Excise Tax - (06/09/2021)	\$649.39
06/11/2021	2989 WEB-20210610 Boat Excise Tax - (06/10/2021)	\$6.00
06/11/2021	2989 WEB-20210610 RR Excise Tax - (06/10/2021)	\$324.77
06/14/2021	2990 WEB-20210611 RR Excise Tax - (06/11/2021)	\$1,153.88
06/15/2021	StateofMaine PMD PAYMENT 202106118177992	\$14.00
06/15/2021	2991 WEB-20210614 Boat Excise Tax - (06/14/2021)	\$28.00
06/15/2021	TOWN OF LYMAN CAMDEN XXXXX2766	\$35.10
06/15/2021	2991 WEB-20210614 RR Excise Tax - (06/14/2021)	\$1,214.50
06/16/2021	2992 WEB-20210615 Boat Excise Tax - (06/15/2021)	\$47.40
06/16/2021	2992 WEB-20210615 RR Excise Tax - (06/15/2021)	\$596.64
06/17/2021	2993 WEB-20210616 RR Excise Tax - (06/16/2021)	\$981.43
06/17/2021	TOWN OF LYMAN Infinity XXXXX2766	\$50,000.00
06/18/2021	2994 WEB-20210617 RR Excise Tax - (06/17/2021)	\$1,146.99
06/21/2021	2995 WEB-20210618 RR Excise Tax - (06/18/2021)	\$157.09
06/21/2021	StateofMaine PMD PAYMENT 202106178186406	\$34,994.30
06/23/2021	2997 WEB-20210622 Boat Excise Tax - (06/22/2021)	\$18.60
06/23/2021	2997 WEB-20210622 RR Excise Tax - (06/22/2021)	\$562.90
06/23/2021	TOWN OF LYMAN Infinity XXXXX2766	\$50,000.00
06/24/2021	2998 WEB-20210623 Boat Excise Tax - (06/23/2021)	\$42.40
06/24/2021	2998 WEB-20210623 RR Excise Tax - (06/23/2021)	\$258.14
06/25/2021	2999 WEB-20210624 RR Excise Tax - (06/24/2021)	\$489.83
06/28/2021	3000 WEB-20210625 Boat Excise Tax - (06/25/2021)	\$12.60
06/28/2021	3000 WEB-20210625 RR Excise Tax - (06/25/2021)	\$248.09
06/29/2021	3001 WEB-20210628 RR Excise Tax - (06/28/2021)	\$195.66
06/30/2021	3002 WEB-20210629 Boat Excise Tax - (06/29/2021)	\$16.20
06/30/2021	3002 WEB-20210629 RR Excise Tax - (06/29/2021)	\$180.32

32 item(s) totaling \$148,107.73

Other Credits

Date	Description	Amount
06/03/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$909.24
06/11/2021	CD INT MAY	\$5,533.33
06/15/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$485,638.02
06/16/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$23,477.17
06/18/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$1,809.10
06/25/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$60,401.44
06/28/2021	HEATING OIL	\$11.73
06/28/2021	INT CD	\$30.71
06/28/2021	CHECK TO AMAZON	\$496.76
06/28/2021	CORR DEFIBS	\$500.00
06/28/2021	CHECK FOR DELL	\$964.32
06/28/2021	CHECK BEAN DATA WEBSITE	\$2,100.00
06/28/2021	STEELE NIKEL HANDICAP AREA	\$3,200.00
06/28/2021	CORR INT ITEM	\$17,920.41
06/29/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$25,557.46
06/30/2021	REV DUP TRANS	\$1.00
06/30/2021	REV DUP TRANS	\$11.73
06/30/2021	BUSINESS INTERNET TRANSFER FROM 88974 ON 6/30/21 AT 12:04	\$30.71
06/30/2021	BUSINESS INTERNET TRANSFER FROM 89444 ON 6/30/21 AT 13:27	\$30.71
06/30/2021	REV INT KEYED 2X	\$43.01
06/30/2021	CORR DUP TRANS	\$43.01
06/30/2021	REV DUP TRANS	\$43.01
06/30/2021	BUSINESS INTERNET TRANSFER FROM 89444 ON 6/30/21 AT 13:27	\$43.01

Operating
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Municipal NOW Checking		Account: [REDACTED]
Account Title: Town of Lyman General Operating Account		
Municipal NOW Checking		Acct. Enclosures 57
Account Number	[REDACTED]	Statement Dates 10/01/18 thru 10/31/18
Balance Last Statement	\$2,653,805.41	Days in the statement period 31
70 Deposits/Credits	\$807,780.10	Average Ledger Bal. \$726,111.98
70 Checks/Debits	\$2,853,723.95	Average Collected Bal. \$726,111.98
Service Charge	\$.00	Interest Earned \$1,426.23
Interest Paid	\$1,426.23	Annual Percentage Yield Earned 2.34%
Balance This Statement	\$609,287.79	2018 Interest Paid \$9,352.75

Summary of Deposits

Reference	Date	Amount	Reference	Date	Amount	Reference	Date	Amount
	10/01	135,982.58		10/11	40,011.44		10/22	67.38
	10/01	149.12		10/11	71.40		10/22	9,613.21
	10/01	334.06		10/11	732.16		10/23	11,746.46
	10/01	882.42		10/12	1,166.47		10/23	5,287.16
	10/02	1,228.15		10/12	300.94		10/24	140.59
	10/02	151.30		10/15	1,063.26		10/24	240.76
	10/02	207,426.21		10/15	13,934.64		10/24	787.58
	10/03	1,092.74		10/15	16,736.81		10/24	9,383.15
	10/03	38,743.30		10/15	168.41		10/25	11,886.55
	10/03	524.59		10/15	24,183.51		10/25	561.46
	10/04	19,280.83		10/15	645.62		10/26	2,031.60
	10/04	30,868.52		10/16	196.09		10/26	291.74
	10/04	837.14		10/16	29,183.58		10/26	4,347.41
	10/04	971.01		10/17	191.72		10/29	109.90
	10/05	165.88		10/17	520.90		10/29	2,874.12
	10/05	30,703.76		10/17	665.28		10/29	306.94
	10/05	635.17		10/17	8,921.20		10/29	6,931.52
	10/09	1,653.05		10/18	16,040.15		10/30	13,592.35
	10/09	23,525.43		10/18	213.66		10/31	1,426.23
	10/09	244.60		10/18	952.95		10/31	10,446.50
	10/09	96.71		10/19	1,422.63		10/31	23,586.34
	10/10	19,604.48		10/19	16,772.24		10/31	298.06
	10/10	2,101.99		10/19	866.81		10/31	77.70
	10/10	408.56		10/22	598.15			

Summary of Withdrawals

Date	Description	Amount
10/03	CARDMEMBER SERV WEB PYMT WEB *****9062 5911111111	497.68
10/03	TRANSFER TO MONEY MARKET	2,200,000.00
10/10	General Checking ACH Payment CCD 9016000248 011201450000356 9016000248	548.96
10/10	ME BUREAU OF TAXINTRNET DRCCD 1016000001 042000018487032	531.28
10/10	IRS USATAXPYMTCCD 3387702000 061036010077016 270868353044058	3,676.90
10/10	TOWN OF LYMAN Payroll PPD 1016000248 011201450000062	11,650.69
10/16	CMP CMP PMT PPD 3010042740 211274452044552	1,385.90
10/19	CARDMEMBER SERV WEB PYMT WEB *****9062 5911111111	71.28
10/24	General Checking ACH Payment CCD 9016000248 011201450000309 9016000248	491.02
10/24	ME BUREAU OF TAXINTRNET DRCCD 1016000001 042000010516159	570.82
10/24	IRS USATAXPYMTCCD 3387702000 061036010070114 270869714977490	3,648.54
10/24	TOWN OF LYMAN Payroll PPD 1016000248 011201450000024	11,029.07
10/25	CK 36503 SECRETARY OF STATE BMV	5,715.90

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Promise Money Market		Account: [REDACTED]	
Account Title: Town of Lyman Reserve Funds			
Promise Money Market		Acct. Enclosures	0
Account Number	[REDACTED]	Statement Dates	10/01/18 thru 10/31/18
Balance Last Statement	\$2,054,464.68	Days in the statement period	31
2 Deposits/Credits	\$2,200,032.91	Average Ledger Bal.	\$4,112,535.56
Checks/Debits	\$0.00	Average Collected Bal.	\$4,112,535.56
Service Charge	\$0.00	Interest Earned	\$7,096.18
Interest Paid	\$7,096.18	Annual Percentage Yield Earned	2.05%
Balance This Statement	\$4,261,593.77	2018 Interest Paid	\$52,174.51

Transaction Activity				
Date	Description	Withdrawal(-)	Deposit(+)	Balance
10/03	TRANSFER TO MONEY MARKET		2,200,000.00	4,254,464.68
10/26	CD Interest Cert. No. 1994574		32.91	4,254,497.59
10/31	Interest Paid		7,096.18	4,261,593.77

Interest Rate Summary	
Date	Interest Rate
9/30	2.030000%

mm

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

Contact us as soon as you can if you think your statement or receipt is wrong, or if you need more information about a transfer on the statement or receipt.
Call us at: (800) 860-8821

Or
Write to: Camden National Bank
ATTN: Deposit and Payment Services
245 Commercial Street
Rockport, ME 04856

- Tell us your name and account number.
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

We must hear from you no later than 60 days after we send you the first statement on which the error or problem appeared.

General Ledger Detail Report

Accounts: G 1-101-13 - G 1-101-13

ALL Months

Trans Date	Per	RCB/Type	Jrnl	Description	Wrnt	Check#	Vendor	Debits	Credits	Balance Debit	Credit
1 - GENERAL FUND											
101-13 CASH-MM											
07/18/18	07	B	G 0019	Beg Bal Adjustments						2,948,816.89	
07/31/18	07	R	G 0052	INTEREST - JULY 2018				4,933.56		2,948,816.89	
07/31/18	07	R	G 0052	TRANSFER					34,352.02		
08/17/18	08	R	G 0075	TRANS TO/FROM GEN/MM					600,000.00		
08/16/18	08	R	G 0075	TRANS TO/FROM GEN/MM					200,000.00		
08/31/18	08	R	G 0121	INTEREST - AUGUST 2018				4,660.55			
09/30/18	09	R	G 0180	INTEREST SEPT 2018				2,376.30			
09/30/18	09	R	G 0180	TRANS OUT TO GENERAL					600,000.00		
09/30/18	09	R	G 0180	GMFR CC PMT				0.05			
10/03/18	10	R	G 0182	TRANS FROM GENERAL				2,200,000.00			
10/31/18	10	R	G 0342	INTEREST - OCT 2018				6,353.10			
10/31/18	10	R	G 0247	50% SERVER/COMP				7,330.50			
10/31/18	10	R	G 0247	BACKHOE PURCHASE				34,900.00			
11/15/18	11	R	G 0248	TRANS OUT TO GENERAL					100,000.00		
11/26/18	11	R	G 0255	INTEREST-CAMDEN				1,601.87			
11/29/18	11	R	G 0260	TRANS OUT TO GENERAL					500,000.00		
11/30/18	11	R	G 0269	INTEREST - NOV 2018				7,358.81			
11/30/18	11	R	G 0270	APPROPRIATION FY 2019					69,000.00		
11/30/18	11	R	G 0271	CAPITAL PURCHASES				45,591.69			
11/30/18	11	R	G 0272	BNGT TMBR HARVEST					25,574.15		
12/31/18	12	R	G 0308	INTEREST - DEC 2018				6,062.78			
12/31/18	12	R	G 0308	TRANS IN FROM FD EQUIP				1,250.00			
01/08/19	01	R	G 0310	TRANS OUT TO GENERAL					300,000.00		
01/31/19	01	R	G 0343	INTEREST - JAN 2019				6,210.99			
01/31/19	01	R	G 0343	TRANS IN/OUT GENERAL/MM					500,000.00		
01/31/19	01	R	G 0343	SCHOLARSHIP PMT				700.00			
01/31/19	01	R	G 0343	GIVING TREE EXPENSE				27.40			
01/31/19	01	R	G 0343	RADIO REPEATER PROJECT				1,850.00			
01/31/19	01	R	G 0343	BACKHOE EQUIPMENT				300.00			
01/31/19	01	R	G 0343	SS HEATING OIL DONATION					100.00		
02/28/19	02	R	G 0427	INTEREST - FEB 2019				4,701.18			
03/07/19	03	R	G 0430	TRANS OUT TO GENERAL					200,000.00		
03/28/19	03	R	G 0458	TRANS FROM GENERAL				1,000,000.00			
03/31/19	03	R	G 0471	INTEREST MARCH 2019				5,429.39			
03/31/19	03	R	G 0472	MM TRANSFERS				49,928.27			
03/31/19	03	R	G 0472	MM TRANSFERS					327.89		
04/30/19	04	R	G 0502	INTEREST - APRIL				6,882.77			

General Ledger Detail Report

Accounts: G 1-101-13 - G 1-101-13
ALL Months

Trans Date	Per	RCB/Type	Jrnl	Description----	Wrnt Check#	Vendor-----	Debits	Credits	Balance Debit	Credit
1 - GENERAL FUND CONT'D										
04/30/19	04	R	G 0502	TRANS OUT TO MM			1,000,000.00			
05/22/19	05	R	G 0535	TRANS OUT TO GENERAL				400,000.00		
05/31/19	05	R	G 0552	INTEREST - MAY 2019			8,692.77			
05/31/19	05	R	G 0553	TRANS FROM IFCU				350,000.00		
06/28/19	06	R	G 0594	CLOSE TAX MAP RESERVE			3,632.67			
06/28/19	06	R	G 0594	BUNGNUT TMBR RSV			9,728.65			
06/28/19	06	R	G 0594	SS HEATING OIL				162.88		
06/28/19	06	R	G 0594	TS REVENUE FY 2019			12,660.17			
06/28/19	06	R	G 0594	TS RSV EXPENSES FY 2019			6,682.59			
06/30/19	06	R	G 0598	INTEREST JUNE 2019						
				Account.....					3,516,099.30	
				Fund.....					3,516,099.30	
Final Totals									3,516,099.30	3,516,099.30

ACCOUNT NO MEMBER NO.	ENDING DATE	BRANCH	PAGE
	06-30-21	13	1

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Town Of Lyman
11 South Waterboro Rd.
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REGULAR SHARES		ACCT# 1	06-01-21 THRU 06-30-21	PREVIOUS BALANCE	84,848.14
DATE	TRANSACTION DESCRIPTION		AMOUNT	BALANCE	
JUN02	DEPOSIT		2,159.82	87,007.96	
JUN03	DEPOSIT		1,235.69	88,243.65	
JUN04	DEPOSIT	night drop	1,803.33	90,046.98	
JUN07	DEPOSIT		903.34	90,950.32	
JUN07	DEPOSIT		2,302.90	93,253.22	
JUN09	DEPOSIT		2,259.37	95,512.59	
JUN10	DEPOSIT		2,278.93	97,791.52	
JUN11	DEPOSIT		1,827.39	99,618.91	
JUN12	DEPOSIT	night drop	2,160.10	101,779.01	
JUN15	DEPOSIT	night drop	5,776.22	107,555.23	
JUN16	DEPOSIT		1,309.14	108,864.37	
JUN17	EFT ACH FEDLINE	TOWN OF LYMAN Infinity Jun 17	50,000.00-	58,864.37	
JUN17	DEPOSIT	night drop	1,703.74	60,568.11	
JUN17	DEPOSIT		1,222.10	61,790.21	
JUN22	DEPOSIT		341.22	62,131.43	
JUN22	DEPOSIT		1,873.62	64,005.05	
JUN23	EFT ACH FEDLINE	TOWN OF LYMAN Infinity Jun 23	50,000.00-	14,005.05	
JUN23	DEPOSIT	night drop	4,512.99	18,518.04	
JUN24	DEPOSIT		1,787.87	20,305.91	
JUN25	DEPOSIT	NIGHT DROP	4,063.62	24,369.53	
JUN26	DEPOSIT	night drop	2,412.67	26,782.20	
JUN29	DEPOSIT	NIGHT DROP	3,573.44	30,355.64	
JUN30	DEPOSIT		732.40	31,088.04	
JUN30	DIVIDEND		2.89	31,090.93	

*** ANNUAL PERCENTAGE YIELD EARNED FROM 06-01-21 THRU 06-30-21 WAS 0.05% ***

JUN30 NEW BALANCE 31,090.93

TOTAL OVERDRAFT FEES	THIS PERIOD: 0.00	YEAR-TO-DATE: 0.00
TOTAL OVERDRAFT FEES WAIVED	THIS PERIOD: 0.00	YEAR-TO-DATE: 0.00
TOTAL RETURNED ITEM FEES	THIS PERIOD: 0.00	YEAR-TO-DATE: 0.00
TOTAL RETURNED ITEM FEES WAIVED	THIS PERIOD: 0.00	YEAR-TO-DATE: 0.00

SUMMARY			SUMMARY		
ACCT	NEW BALANCE	DIVIDENDS YTD	TAX NAME	LOAN	NEW BALANCE
1	31,090.93	37.84	Town Of Lyman		
		TOTAL DIVIDENDS YTD			
		37.84			



The Maine Community Bank Family

PO Box 525, Biddeford, ME 04005

Statement Ending 06/30/2021

TOWN OF LYMAN

Page 3 of 12

Account Number: XXXXXXXX

IN YOUR CORNER BUSINESS SELECT CHECKING-XXXXXXXX

(continued)

Electronic Credits

Date	Description	Amount
06/07/2021	2985 WEB-20210604 Boat Excise Tax - (06/04/2021)	\$16.80
06/07/2021	2985 WEB-20210604 RR Excise Tax - (06/04/2021)	\$985.65
06/08/2021	2986 WEB-20210607 RR Excise Tax - (06/07/2021)	\$1,497.29
06/09/2021	2987 WEB-20210608 Boat Excise Tax - (06/08/2021)	\$34.80
06/09/2021	2987 WEB-20210608 RR Excise Tax - (06/08/2021)	\$2,151.56
06/10/2021	2988 WEB-20210609 Boat Excise Tax - (06/09/2021)	\$41.40
06/10/2021	2988 WEB-20210609 RR Excise Tax - (06/09/2021)	\$649.39
06/11/2021	2989 WEB-20210610 Boat Excise Tax - (06/10/2021)	\$6.00
06/11/2021	2989 WEB-20210610 RR Excise Tax - (06/10/2021)	\$324.77
06/14/2021	2990 WEB-20210611 RR Excise Tax - (06/11/2021)	\$1,153.88
06/15/2021	StateofMaine PMD PAYMENT 202106118177992	\$14.00
06/15/2021	2991 WEB-20210614 Boat Excise Tax - (06/14/2021)	\$28.00
06/15/2021	TOWN OF LYMAN CAMDEN XXXXX2766	\$35.10
06/15/2021	2991 WEB-20210614 RR Excise Tax - (06/14/2021)	\$1,214.50
06/16/2021	2992 WEB-20210615 Boat Excise Tax - (06/15/2021)	\$47.40
06/16/2021	2992 WEB-20210615 RR Excise Tax - (06/15/2021)	\$596.64
06/17/2021	2993 WEB-20210616 RR Excise Tax - (06/16/2021)	\$981.43
06/17/2021	TOWN OF LYMAN Infinity XXXXX2766	\$50,000.00
06/18/2021	2994 WEB-20210617 RR Excise Tax - (06/17/2021)	\$1,146.99
06/21/2021	2995 WEB-20210618 RR Excise Tax - (06/18/2021)	\$157.09
06/21/2021	StateofMaine PMD PAYMENT 202106178186406	\$34,994.30
06/23/2021	2997 WEB-20210622 Boat Excise Tax - (06/22/2021)	\$18.60
06/23/2021	2997 WEB-20210622 RR Excise Tax - (06/22/2021)	\$562.90
06/23/2021	TOWN OF LYMAN Infinity XXXXX2766	\$50,000.00
06/24/2021	2998 WEB-20210623 Boat Excise Tax - (06/23/2021)	\$42.40
06/24/2021	2998 WEB-20210623 RR Excise Tax - (06/23/2021)	\$258.14
06/25/2021	2999 WEB-20210624 RR Excise Tax - (06/24/2021)	\$489.83
06/28/2021	3000 WEB-20210625 Boat Excise Tax - (06/25/2021)	\$12.60
06/28/2021	3000 WEB-20210625 RR Excise Tax - (06/25/2021)	\$248.09
06/29/2021	3001 WEB-20210628 RR Excise Tax - (06/28/2021)	\$195.66
06/30/2021	3002 WEB-20210629 Boat Excise Tax - (06/29/2021)	\$16.20
06/30/2021	3002 WEB-20210629 RR Excise Tax - (06/29/2021)	\$180.32

32 item(s) totaling \$148,101.73

Other Credits

Date	Description	Amount
06/03/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$909.24
06/11/2021	CD INT MAY	\$5,533.33
06/15/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$485,638.02
06/16/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$23,477.17
06/18/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$1,809.10
06/25/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$60,401.44
06/28/2021	HEATING OIL	\$11.73
06/28/2021	INT CD	\$30.71
06/28/2021	CHECK TO AMAZON	\$496.76
06/28/2021	CORR DEFIBS	\$500.00
06/28/2021	CHECK FOR DELL	\$964.32
06/28/2021	CHECK BEAN DATA WEBSITE	\$2,100.00
06/28/2021	STEELE NIKEL HANDICAP AREA	\$3,200.00
06/28/2021	CORR INT ITEM	\$17,920.11
06/29/2021	TRANSFER FROM ICS DDA ACCOUNT 70000089444	\$25,557.46
06/30/2021	REV DUP TRANS	\$1.00
06/30/2021	REV DUP TRANS	\$11.73
06/30/2021	BUSINESS INTERNET TRANSFER FROM 88974 ON 6/30/21 AT 12:04	\$30.71
06/30/2021	BUSINESS INTERNET TRANSFER FROM 89444 ON 6/30/21 AT 13:27	\$30.71
06/30/2021	REV INT KEYED 2X	\$43.01
06/30/2021	CORR DUP TRANS	\$43.01
06/30/2021	REV DUP TRANS	\$43.01
06/30/2021	BUSINESS INTERNET TRANSFER FROM 89444 ON 6/30/21 AT 13:27	\$43.01

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REGULAR SHARES ACCT# 1 09-01-18 THRU 09-30-18 PREVIOUS BALANCE 5.73

DATE	TRANSACTION DESCRIPTION	AMOUNT	BALANCE
SEP04	DEPOSIT	111.82	117.55
SEP04	DEPOSIT	2,683.90	2,801.45
SEP04	DEPOSIT	3,055.23	5,856.68
SEP06	DEPOSIT	4,868.44	10,725.12
SEP06	DEPOSIT	3,193.97	13,919.09
SEP10	DEPOSIT	2,494.36	16,413.45
SEP10	DEPOSIT	4,224.40	20,637.85
SEP12	DEPOSIT	1,353.63	21,991.48
SEP12	DEPOSIT	768.90	22,760.38
SEP13	EFT ACH FEDLINE General CheckingACH COLLEC	22,755.38-	5.00
SEP13	DEPOSIT	3,899.46	3,904.46
SEP15	DEPOSIT	780.32	4,684.78
SEP18	DEPOSIT	2,379.84	7,064.62
SEP19	DEPOSIT	1,944.43	9,009.05
SEP20	DEPOSIT	1,758.35	10,767.40
SEP20	DEPOSIT	1,341.76	12,109.16
SEP22	DEPOSIT	1,633.92	13,743.08
SEP22	DEPOSIT	3,245.82	16,988.90
SEP26	DEPOSIT	2,516.60	19,505.50
SEP26	DEPOSIT	2,480.78	21,986.28
SEP26	DEPOSIT	2,548.31	24,534.59
SEP27	DEPOSIT	5,839.41	30,374.00
SEP28	EFT ACH FEDLINE General CheckingACH COLLEC	30,369.00-	5.00
SEP28	DEPOSIT	189.20	194.20
SEP28	DEPOSIT	4,069.61	4,263.81
SEP29	DEPOSIT	2,374.55	6,638.36
SEP29	DEPOSIT	1,544.57	8,182.93
SEP30	DIVIDEND	0.55	8,183.48
*** ANNUAL PERCENTAGE YIELD EARNED FROM 09-01-18 THRU 09-30-18 WAS 0.06% ***			
SEP30	NEW BALANCE		8,183.48

TOTAL OVERDRAFT FEES	THIS PERIOD	0.00	YEAR-TO-DATE	0.00
TOTAL OVERDRAFT FEES WAIVED	THIS PERIOD	0.00	YEAR-TO-DATE	0.00
TOTAL RETURNED ITEM FEES	THIS PERIOD	0.00	YEAR-TO-DATE	0.00
TOTAL RETURNED ITEM FEES WAIVED	THIS PERIOD	0.00	YEAR-TO-DATE	0.00

Transaction Activity (Continued)				
Date	Description	Withdrawal(-)	Deposit(+)	Balance
9/12	BKCD PROCESSING DEPOSIT CCD 9000477845 021001038349006 025900000924317		270.31	1,017,404.37
9/12	WEB-20180911 2295 CCD 3010522581 081000039985076 RR Excise Tax		668.14	1,018,072.51
9/12	Remote Checking Deposit		16,046.50	1,034,119.01
9/12	HOME DEPOT COMM ONLINE PMTWEB 122748799907828 CITIPRXWEB 091409688462466	452.39-		1,033,666.62
9/12	General Checking ACH Paymen CCD 9016000248 011201450001155 9016000248	496.12-		1,033,170.50
9/12	General Checking ACH Paymen CCD 9016000248 011201450000260 9016000248	505.37-		1,032,665.13
9/12	ME BUREAU OF TAXINTRNET DRCCD 1016000001 042000019447144 0561801776158	523.47-		1,032,141.66
9/12	IRS USATAXPYMT CCD 3387702000 061036010078031 27086555986180	3,344.02-		1,028,797.64
9/12	TOWN OF LYMAN Payroll PPD 1016000248 011201450000046	9,971.13-		1,018,826.51
9/12	Check 5572	276,282.18-		742,544.33
9/12	Check 5572	86.25-		742,458.08
9/12	Check 5578	5,438.06-		737,020.02
9/13	BKCD PROCESSING DEPOSIT CCD 9000477845 021001038556745 025900000924317		191.28	737,211.30
9/13	WEB-20180912 2296 CCD 3010522581 081000039985076 RR Excise Tax		247.34	737,458.64
9/13	General Checking ACH Collec PPD 9016000248 011201450000259		22,755.38	760,214.02
9/13	Remote Checking Deposit		47,757.04	807,971.06
9/13	CARDMEMBER SERV WEB PYMT WEB *****9062 5911111111 042000019024617	937.09-		807,033.97
9/13	Check 5572	510.00-		806,523.97
9/13	Check 5576	8,597.87-		797,926.10
9/14	WEB-20180913 2297 CCD 3010522581 081000039985076 RR Excise Tax		411.57	798,337.67
9/14	BKCD PROCESSING DEPOSIT CCD 9000477845 021001038774912 025900000924317		1,572.49	799,910.16
9/14	Remote Checking Deposit		13,454.97	813,365.13
9/14	Check 5562	189.00-		813,176.13
9/17	WEB-20180914 2298 CCD 3010522581 081000031218222 RR Excise Tax		298.01	813,474.14
9/17	BKCD PROCESSING DEPOSIT CCD 9000477845 021001039099229 025900000924317		460.82	813,934.96
9/17	BKCD PROCESSING DEPOSIT CCD 9000477845 021001039027683 025900000924317		564.58	814,499.54
9/17	Remote Checking Deposit		83,362.38	897,861.92
9/18	State of Maine PMDPAYMENT CCD 5010532275 051000017663223 201809146556451		424.83	898,286.75
9/18	Remote Checking Deposit		93,260.06	991,546.81
9/18	GMP CMP PMT PPD 3010042740 211274451397009	1,119.19-		990,427.62
9/19	BKCD PROCESSING DEPOSIT CCD 9000477845 021001039765349 025900000924317		257.46	990,685.08
9/19	WEB-20180918 2300 CCD 3010522581 081000032912853 RR Excise Tax		817.93	991,503.01
9/19	Remote Checking Deposit		28,825.74	1,020,328.75
9/19	Chargeback Deposited Checks	987.03-		1,019,341.72
9/20	WEB-20180919 2301 CCD 3010522581 081000036208463 RR Excise Tax		389.80	1,019,731.52

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Maine Community Bank
254 Main St.
P.O. Box 525
Biddeford, ME 04005

Contact Us
207-571-5634
depositservices@biddefordsavings.com



Town of Lyman
11 S Waterboro Road
Lyman, ME 04002

Account
Town of Lyman

Date
06/30/2021

Page
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ICS Monthly Statement

The following information is a summary of activity in your ICS® account(s) for the month of June 2021 and the list of FDIC-insured institution(s) that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through the ICS, or Insured Cash Sweep®, service. Funds in your deposit accounts at the FDIC-insured institutions at which your funds have been placed will be "deposits," as defined by federal law.

Summary of ICS Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
*****[REDACTED]	Demand	0.30%	\$2,113,917.22	\$1,835,394.59
*****[REDACTED]	Savings	0.30%	399,625.82	394,206.74
TOTAL			\$2,513,543.04	\$2,229,601.33

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Date
06/30/2021

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DETAILED ACCOUNT OVERVIEW

Account ID: *****
Account Title: Town of Lyman



Account Summary - Demand

Statement Period	6/1-6/30/2021	Average Daily Balance	\$2,024,390.35
Previous Period Ending Balance	\$2,113,917.22	Interest Rate at End of Statement Period	0.30%
Total Program Deposits	317,178.44	Statement Period Yield	0.30%
Total Program Withdrawals	(596,200.14)	YTD Interest Paid	1,453.67
Interest Capitalized	499.07	YTD Taxes Withheld	0.00
Taxes Withheld	(0.00)		
Current Period Ending Balance	\$1,835,394.59		

Account Transaction Detail

Date	Activity Type	Amount	Balance
06/01/2021	Deposit	\$62,470.01	\$2,176,387.23
06/02/2021	Deposit	3,715.69	2,180,102.92
06/03/2021	Deposit	2,423.56	2,182,526.48
06/04/2021	Deposit	6,241.81	2,188,768.29
06/07/2021	Withdrawal	(909.24)	2,187,859.05
06/09/2021	Deposit	29,936.33	2,217,795.38
06/10/2021	Deposit	5,538.90	2,223,334.28
06/11/2021	Deposit	10,501.14	2,233,835.42
06/14/2021	Deposit	13,689.78	2,247,525.20
06/14/2021	Withdrawal	(5,533.33)	2,241,991.87
06/15/2021	Deposit	407.42	2,242,399.29
06/16/2021	Deposit	3,542.69	2,245,941.98
06/17/2021	Withdrawal	(485,638.02)	1,760,303.96
06/18/2021	Withdrawal	(23,477.17)	1,736,826.79
06/21/2021	Deposit	41,642.88	1,778,469.67
06/22/2021	Withdrawal	(1,809.10)	1,776,660.57
06/22/2021	Withdrawal	(34,579.58)	1,811,240.15
06/23/2021	Deposit	30,314.79	1,841,554.94
06/24/2021	Deposit	42,707.98	1,884,262.92
06/25/2021	Deposit	10,558.14	1,894,821.06
06/28/2021	Deposit	(60,401.44)	1,834,419.62
06/29/2021	Withdrawal	(11.73)	1,834,407.89
06/29/2021	Withdrawal	(500.00)	1,833,907.89
06/29/2021	Withdrawal	(17,920.11)	1,815,987.78
06/29/2021	Withdrawal	(17,920.11)	1,834,895.52
06/30/2021	Deposit	18,907.74	1,835,394.59
06/30/2021	Interest Capitalization	499.07	

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DETAILED ACCOUNT OVERVIEW

Account ID: *****
Account Title: Town of Lyman

Summary of Balances as of June 30, 2021

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
BOKF, National Association	Tulsa, OK	4214	\$248,411.20
Bank 7	Oklahoma City, OK	4147	248,411.24
Bank of the West	San Francisco, CA	3514	34.42
Bell Bank	Fargo, ND	19581	248,411.24
East West Bank	Pasadena, CA	31628	27.87
Merchants Bank of Indiana	Carmel, IN	8056	248,411.22
MidFirst Bank	Oklahoma City, OK	4063	248,411.23
PlainsCapital Bank - Trust	Lubbock, TX	17491	96,453.91
The Huntington National Bank	Columbus, OH	6560	248,383.85
TriState Capital Bank	Pittsburgh, PA	58457	28.75
Truist Bank	Charlotte, NC	9846	248,409.66

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Date
06/30/2021

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DETAILED ACCOUNT OVERVIEW

Account ID: *****
Account Title: Town of Lyman



Account Summary - Savings

Statement Period	6/1-6/30/2021	Average Daily Balance	\$399,299.90
Previous Period Ending Balance	\$399,625.82	Interest Rate at End of Statement Period	0.30%
Total Program Deposits	101.81	Statement Period Yield	0.30%
Total Program Withdrawals	(5,619.35)	YTD Interest Paid	346.41
Interest Capitalized	98.46	YTD Taxes Withheld	0.00
Taxes Withheld	(0.00)		
Current Period Ending Balance	\$394,206.74		

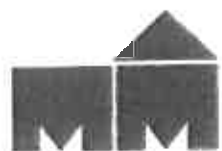
Account Transaction Detail

Date	Activity Type	Amount	Balance
06/01/2021	Deposit	\$64.71	\$399,690.53
06/01/2021	Withdrawal	(43.01)	399,647.52
06/09/2021	Deposit	1.00	399,648.52
06/14/2021	Deposit	35.10	399,683.62
06/24/2021	Deposit	1.00	399,684.62
06/29/2021	Withdrawal	(30.71)	399,653.91
06/29/2021	Withdrawal	(245.63)	399,408.28
06/29/2021	Withdrawal	(2,100.00)	397,308.28
06/29/2021	Withdrawal	(3,200.00)	394,108.28
06/30/2021	Interest Capitalization	98.46	394,206.74

Summary of Balances as of June 30, 2021

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
IBERIABANK a div of First Horizon	Memphis, TN	4977	\$248,411.24
Western Alliance Bank	Phoenix, AZ	57512	145,795.50

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Maine Municipal Association

ARPA Funds Delayed

The Maine Municipal Association this week notified 479 so-called "non-entitlement" municipalities that the State of Maine asked the U.S. Treasury Department for a second, 30-day delay in the distribution of funds from the American Rescue Plan Act program. Many municipalities expected those distributions to occur on Wednesday of these week but, as a result of the extension request, that will be delayed until September.

[Message from MMA](#)

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The American Rescue Plan Act: Benchmarking for Success



BY:
Michael Wallace

AUGUST 12, 2021

Community & Economic Development **COVID-19**

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The American Rescue Plan Act (ARPA) is a COVID-19 recovery package that contains \$1.9 trillion of programming to stimulate the economy and provide relief from COVID-19 related harm. The recovery package includes the groundbreaking Coronavirus State and Local Fiscal Recovery Fund (SLFRF), a \$350 billion grant program to aid every level of government, including all 19,000+ municipalities, 3000+ counties, and 50 states. Every city, town and village is entitled to a Coronavirus Local Fiscal Recovery Grant from the \$65.1 billion designated for cities. Many cities and towns have already begun receiving grant funds. However, before committing grant dollars to a spending plan, local governments should take appropriate steps to fully understand the impact of coronavirus across different communities, and to familiarize themselves with ARPA implementation resources and federal requirements. The following nine benchmarks, developed by NLC, can be adapted by local governments of all sizes to process ARPA grant dollars. The first five benchmarks should occur early in the process, and local governments can start now even if their grant dollars have not yet been delivered.

Nine Implementation Benchmarks

1. Assess Community Needs

The first step in creating a plan for using SLFRF funds is to conduct an assessment of the recovery needs of your community, and then determining those that are most pressing. Grant dollars may be used to both stabilize local government operations and to intervene in community decline resulting from COVID-19. Once you have analyzed the extent of the harm, using relevant data to determine which sectors or communities experienced disparate impacts, established what requires the most urgent relief, then you will be better positioned to justify grant expenditures under the compliance and reporting requirements of the United States

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able to demonstrate that your decision-making process included activities to engage residents directly and identify harm. [Join the National League of Cities, Polco and fellow city leaders to hear how you can find success engaging with your community around ARPA.](#)

2. Asset Map Existing Community Resources

In addition to taking a systemic approach to assessing community needs, local leaders should also take a systemic approach to identify community strengths and resources that can be employed to compound the positive outcomes made possible by grant funds. [Asset mapping](#) is a process to assess and mobilize what a community already has. Local governments may utilize trusted partners in the community in many ways, including sub-granting a portion of their dollars to support projects or programs operated by non-profit, philanthropic, or neighborhood-based institutions. Asset mapping will help local leaders get all the right stakeholders to the table from the start, rather than starting over because essential partners were overlooked in the beginning.

3. Review Treasury guidance and NLC resources

NLC has developed resources for dozens of specific policy interventions that are possible under the ARPA local grant program. Other associations, institutions, and consulting groups are also developing resources. Before deciding to follow the recommendations of any third party, it is essential that grant recipients review the source documents published by the Department of Treasury. Every grantee under the program is a “prime recipient”, regardless of whether their grant funds were delivered directly by the Treasury or by their state government. Every city that spends grant funds is directly accountable for ensuring expenditures are made in accordance with Treasury requirements. Essential documents for review are:

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- [Interim Final Rule](#)
- [Treasury FAQ](#)
- [Treasury Compliance and Reporting Guidance](#)
- [Coronavirus State and Local Recovery Funds](#)
 - This page includes resources regarding allocation methodology, accessing funds, and other information/guidance.

Additionally, Treasury has recorded valuable webinars on the Coronavirus State and Local Fiscal Recovery Fund program, which you can review on the [program's homepage](#).

NLC has also created numerous resources to assist our members with questions about ARPA implementation, including blogs, fact sheets, webinars, trackers, and summaries. These can be accessed at [NLC.org/Recovery](https://www.nlc.org/Recovery). Recipients can consult these resources if they have questions about various ARPA provisions. NLC has also created a question form, which is linked [here](#), so we can better assist members, improve upon resources, and create new content. These questions will also inform our communication with Treasury.

4. Host Stakeholder Meetings for Community Points of View

Per the Department of Treasury, transparency and public accountability for SLFRF award funds and use of such funds are required for upholding program integrity. Recipients should ensure and document that the use of funds incorporates written, oral, and other forms of input that capture diverse feedback from constituents, community-based organizations, and the communities themselves. Recipients required to submit a Recovery Plan Performance Report will be required to describe these efforts in the report.

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The interim final rule governing grant expenditures directs cities to address harm and losses directly stemming from COVID-19, and long-standing or pre-existing disparities that were made worse by COVID-19. This includes setbacks or declines in racial and economic equity. Grantees are incentivized to address disparate harm by having a lower documentation threshold for activities undertaken in Qualified Census Tracts (Link to HUD Qualified Census Tracts), or for activities that provide relief to communities with significant barriers to services, including people of color, people with low incomes, limited English proficient populations, and other traditionally underserved groups. It is vital that diverse viewpoints are sought out and that all relevant community stakeholders are included in the planning process for use of the SLFRF funds.

5. Communicate with Overlapping and Neighboring Jurisdictions for Regional POV's

Under the ARPA state and local grant program, no jurisdiction needs to come to the table hat in hand. Every jurisdiction receiving grant funds means new possibilities for regional coordination and cooperation. It could mean a fresh start for cities and counties working together to achieve common aims. Connect with overlapping and neighboring jurisdictions to understand how they view their community needs, and if they coincide with those that you have identified for your own. Joint city and county hearings are not out of the question. Council of Government organizations or Metropolitan Planning Organizations can be mobilized to coordinate projects or expenditures. Funds can be pooled from multiple local governments, so this is a terrific opportunity to improve intergovernmental cooperation.

6. Propose a Recovery Plan

Although local governments should use a portion of their grant funds to

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prior five steps should be completed before obligating grant dollars to longer-term recovery efforts. After assessing needs and obtaining stakeholder feedback, recipients may create their recovery plan. Given the wide range of activities permitted under the program, no city has a large enough grant to carry out every possible intervention. Recovery plans should provide the justification for which priorities grant funds will support. Funds should be spent and organized by “projects,” which consist of closely related activities oriented towards a common purpose or goal. The purpose or goal of each project should be oriented toward one single expenditure category provided for Treasury’s compliance and reporting guidelines. Projects that touch on multiple expenditure categories should be classified under one most relevant category. If a project or service does not explicitly appear in the rules, it may still be eligible. Treasury created a framework for cities to determine which hypothetical uses are eligible:

1. Identify the harmful effect of COVID-19 the activity will address.
2. Assess the causal or compounding connection between COVID-19 and the identified effect.
3. Assess for disproportionate impact on distressed sectors or populations.
4. Determine how to prove the expense produces the expected outcome.

Recipients should refer to Treasury resources for in-depth guidance on eligible uses of the SLFRF. Complicated projects or services may require a legal opinion on eligibility. See NLC’s [COVID-19 Local Action Tracker](#) for examples of how other municipalities are using ARPA dollars.

7. Publicize Plan for Community Feedback

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implementation. Connect with local media outlets and request to have your plan publicized in order to further your reach. Receiving community feedback will allow you to address any possible issues raised by the public before the plan is finalized, and make those corresponding revisions if necessary. This will also aid in any response that may be required if a member of the public submits a complaint to the Department of Treasury.

As you make progress on SLFRF projects, NLC also encourages local leaders to host site visits with your congressional delegation. If your municipality has projects underway, you can strengthen your relationship with your member of Congress and demonstrate how this direct local aid was critical for economic recovery.

8. Implement Plan and Track Expenditures

Funds must be obligated by December 31, 2024, and unexpended funds are not subject to recapture or return until December 31, 2026. Given the significant up-front work required to implement a recovery plan, it is reasonable that cities may not make a grant expenditure before the first reporting deadline, and cities are permitted to report zero expenditures. Ultimately, good spending will lead to longer positive outcomes than fast spending. Always keep in mind that SLFRF award funds must be managed to be consistent with Treasury guidance. Recipients must create a written policy to manage subgrantees and evaluate risk of noncompliance. SLFRF are generally subject to requirements in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. For more information on this, you can access the NLC blog [“Procurement 101: How to Spend ARPA Dollars Wisely”](#).

Metropolitan Cities

Interim Report

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- Includes fund totals by Expenditure Category at the summary level from award date to July 31, 2021
- Report is required even if no dollars have been spent
- **DEADLINE:** August 31, 2021

Quarterly Project and Expenditure reports

- Initial report from receipt to September 30, 2021 (two quarters)
- Includes Project and Programmatic Details (varies by Expenditure Category)
- **DEADLINE:** October 31, 2021 (following reports are due 30 days after calendar quarter)

For populations +250K, annual Recovery Plan Performance is required

- Public facing report
- Demonstrates performance and use according to various metrics
- **DEADLINE:** August 31, 2021 (July 31, each year thereafter)

Non-Entitlement Units of Local Government (NEUs)

Annual Project and Expenditure Reports

- Initial report from receipt to September 30, 2021
- Project and Programmatic Details (varies by Expenditure Category)
- **DEADLINE:** October 31, 2021 (each year)

Recipients should refer to Treasury's guidance for detailed reporting requirements. Treasury plans to release further user guides and has also created a template for the annual Recovery Performance Plan. Reports may be submitted through Treasury's Submission Portal, which can be found on their [website](#).

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Planning Board Report

for the month of

July 2021

The Board held two meetings in July.

The Board reviewed three applications during this time. The application of 7 Bhavani LLC (7 Jacksons Corner Store) on Map 8 Lot 54 located at 1486 Alfred Road was approved and finalized. The application is to demolish the existing structures and build a new convenience style store with eight fueling stations.

The application for Soggy Dollar, LLC (H.A.Mapes Inc), Map 7 Lots 73, 74, 75 located at 4 Goodwins Mills Road was reviewed. The application is to demolish the existing convenience store and build a new one with fueling stations, retaining a house and demolishing garages.

The application for Brock Farm Estates (Brian and Mary Elizabeth Ingalls), Map 3 Lot 087-2 located at 574 Old Kennebunk Road was reviewed. The application is to split Lot 2 into two lots with joint approval from Town of Alfred.

They held an informal meeting with owners of Rustic Dreams (Sevigny) asking for permission for a special amusement permit using a grandfathered business. Applicants were sent to CEO for clarification.

The Board signed new by-laws incorporating the issue of bias/conflict of interest. VC Herson is working on a list of procedural requirements.

The Board voted on retaining Roderick Tetu as Chairman, Don Herson as Vice Chairman and Cecile Dupuis as Secretary for the new fiscal year. Michael Rancourt resigned his position as alternate member.

Respectfully submitted,

Roderick Tetu, Chairman

PTO for Exempt Employees

	PTO HRS	RATE 21/22	Total	RATE 20/21	Total
McKenna	186.33	35.79	6,668.75	35.26	6,570.00
Lemay	94.43	30.54	2,883.89	30.09	2,841.40
	Totals		9,552.64		9,411.39
	Fica		<u>730.78</u>		<u>719.97</u>
	GRAND TOTAL		10,283.42		10,131.37

There are two columns: One with last years rate as that was when it was most likely earned and one with this years rate as that is what you would pay if it was taken now.

Report to Selectmen
 Month of July 2021
 2020 - 2021 Tax Year

Real Estate Tax Commitment - \$
 Personal Property Tax Commitment -

Total Tax Commitment: \$

Supplemental Taxes YTD: \$
 Abatements Granted YTD: \$
 Prior Year(s) Abatement(s) YTD:

Real Estate / Personal Property Tax Payments Collected* \$61,007.05

*Includes Current, Delinquent, Prepayments, and Lien Payments for the month.

Monthly Excise Tax

Excise Tax Received	
Vehicles registered here at office:	\$101,109.24
Online Rapid Renewal Service	<u>18,752.08</u>
Total Vehicle Excise	\$119,861.32

Boat Excise	
Boats registered here at office:	\$ 735.60
Online Registration Service	<u>139.20</u>
Total Boat Excise	\$ 874.80

Total Excise \$120,736.12

Excise Tax Reimbursement \$
 Excise Tax Collected by State

Year-to-date excise collection \$120,736.12

Respectfully submitted: Susan J. Bellerose, Tax Collector

Donna Richard

From: Brendon S. Bean <bbean@beandata.com>
Sent: Tuesday, July 27, 2021 10:21 AM
To: Donna Richard
Subject: Town of Lyman - Key Access Request

Town of Lyman Selectboard Clerk and Selectmen's Board,

I would like to formally request key building security panel access to the Town of Lyman office and all rooms containing Information Technology related assets. Offices, Communications / Server rooms, etc.

Key and security panel access is being requested to efficiently facilitate Information Technology related services on and after hours and for related regular, scheduled, and emergency related matters.

Thank you for your time and consideration of this request.

Regards,

Brendon S. Bean - Owner & Principal Geek



O: 207-200-6770 • M: 207-415-6770
bbean@beandata.com • www.beandata.com

Donna Richard

From: Brendon S. Bean <bbean@beandata.com>
Sent: Monday, August 16, 2021 10:01 AM
To: Donna Richard
Subject: Comm / Network Room Ventilation

Donna,

Please forward this request to the Selectmens Board.

Town of Lyman Board of Selectmen,

I would like to make a formal request that proper ventilation be used in the Office Communications / Network room at all times by means of an HVAC unit or means of ventilation by room to room air circulation. The current state of the room is reaching unacceptable heat levels which will negatively impact the longevity and efficiency of the equipment serving the towns data and technology needs.

Securing the room by keeping it closed is necessary. The temperature and humidity status while closed again will potentially cause unwanted failures and replacement costs.

If anyone has any questions, needs clarification or require specific suggestions please let me know.

Regards,

Brendon S. Bean
Bean Data - Computer, Network, Web & IT Services
bbean@beandata.com · www.beandata.com
O: 207-200-6770 · M: 207-415-6770

A / P Check Register
Bank: BIDDEFORD SAVINGS

Type	Check	Amount	Date	Wrnt	Payee
P	8309	4,242.48	08/09/21	8	0569 SECRETARY OF STATE
R	8310	90.63	08/16/21	8	0218 AMAZON CAPITAL SERVICES
R	8311	1,265.00	08/16/21	8	0022 BEAN DATA
R	8312	32.00	08/16/21	8	0994 CINTAS CORPORATION- # 758
R	8313	460.00	08/16/21	8	0133 DAVID W. RILEY
R	8314	13,690.32	08/16/21	8	0500 ECOMAINE
R	8315	1,352.00	08/16/21	8	0311 KCB LANDSCAPING
R	8316	49.67	08/16/21	8	0981 OTELCO
R	8317	17.52	08/16/21	8	0083 PERRY, LISA M
R	8318	11.35	08/16/21	8	0005 PETTY CASH
R	8319	5,504.32	08/16/21	8	0828 POIRIER GUIDE LINES
R	8320	178.18	08/16/21	8	0085 PRIORITY MANAGEMENT GROUP LLC
R	8321	19.00	08/16/21	8	0502 REGISTRY OF DEEDS
R	8322	132.19	08/16/21	8	0985 WARRENS OFFICE SUPPLIES
P	99999	498.59	08/16/21	8	0095 CARDMEMBER SERVICE
P	99999	199.90	08/16/21	8	0095 CARDMEMBER SERVICE
P	99999	456.80	08/16/21	8	0095 CARDMEMBER SERVICE
P	99999	50.00	08/16/21	8	0095 CARDMEMBER SERVICE
P	99999	50.00	08/16/21	8	0095 CARDMEMBER SERVICE
Total		28,299.95			

Count	
Checks	19
Voids	0

A / P Warrant

Warrant 8

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00218 AMAZON CAPITAL SERVICES						
0056	8310	08	PHONE ACCESSORIES ROADS	1YQH-WC74-GR43		
PHONE ACCESSORIES ROADS			E 10-10-01		90.63	0.00
			OPERATING / OFFICE SUPP			
			Vendor Total-		90.63	
00022 BEAN DATA						
0056	8311	08	SERVICES	20403		
HOURLY SVS			E 10-10-02		1,265.00	0.00
			OPERATING / COMPUTER EXP			
			Vendor Total-		1,265.00	
00095 CARDMEMBER SERVICE						
0056	99999	08	STAMPS	081021		
STAMPS			E 10-10-03		498.59	0.00
			OPERATING / POSTAGE EXP			
			Invoice Total-		498.59	
0056	99999	08	ZOOM AUG	AUG 2021		
ZOOM AUG			E 10-10-02		199.90	0.00
			OPERATING / COMPUTER EXP			
			Invoice Total-		199.90	
0056	99999	08	STAMPS	0812A		
STAMPS			E 10-10-03		456.80	0.00
			OPERATING / POSTAGE EXP			
			Invoice Total-		456.80	
0056	99999	08	STAMPS	0821B		
STAMPS			E 10-10-03		50.00	0.00
			OPERATING / POSTAGE EXP			
			Invoice Total-		50.00	
0056	99999	08	STAMPS	0812C		
STAMPS			E 10-10-03		50.00	0.00
			OPERATING / POSTAGE EXP			
			Invoice Total-		50.00	
			Vendor Total-		1,255.29	
00994 CINTAS CORPORATION- # 758						
0056	8312	08	13117643	4092471111		
RUGS-TH			E 10-10-21		32.00	0.00
			OPERATING / RUGS			
			Vendor Total-		32.00	
00133 DAVID W. RILEY						
0056	8313	08	SERVICES	2021-0273		
ROADS REPAIRS/MAINT			E 40-15-03		200.00	0.00
			ROAD EXPENSE / RD REP/MAINT			
			Invoice Total-		200.00	
0056	8313	08	SERVICES	2021-0275		
MOVE DESK AT TH			E 10-10-06		20.00	0.00
			OPERATING / JANITORIAL			
			Invoice Total-		20.00	
0056	8313	08	SERVICES	2021-0274		
P&R TRASH REMOVAL			E 80-32-02		120.00	0.00
			PARKS & REC / TRASH REMOVL			
BUNGANUT TRASH REMOVAL			E 80-30-04		120.00	0.00
			BUNGANUT PRK / TRASH REMOVL			
			Invoice Total-		240.00	
			Vendor Total-		460.00	

A / P Warrant

Warrant 8

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00500 ECOMAINE						
0056	8314	08	JULY 2021 BULK	JULY 2021 BULK		
BULLYMAN01 OBW-WOOD			E 50-25-23		1,816.11	0.00
			SOLID WASTE / WOOD TIPP			
			Invoice Total-		1,816.11	
0056	8314	08	JULY 2021 RECY	JULY 2021 RECY		
RECYCLE TIPPING			E 50-25-41		598.85	0.00
			SOLID WASTE / RECYCLE TIPP			
			Invoice Total-		598.85	
0056	8314	08	JULY 2021 TIP	JULY 2021 TIP		
LYMAN01 MSW			E 50-25-03		11,275.36	0.00
			SOLID WASTE / TIPPING FEES			
			Invoice Total-		11,275.36	
			Vendor Total-		13,690.32	
00311 KCB LANDSCAPING						
0056	8315	08	SERVICES	2392		
BALLFIELD MAINTENANCE			E 85-85-85		280.00	0.00
			MOW & GRNDS / MOW & GRNDS			
			Invoice Total-		280.00	
0056	8315	08	SERVICES	2394		
CHADBOURNE MOWING 12 JOHN			E 85-85-85		256.00	0.00
			MOW & GRNDS / MOW & GRNDS			
			Invoice Total-		256.00	
0056	8315	08	SERVICES	2393		
BALLFIELD MAINTENANCE			E 85-85-85		280.00	0.00
			MOW & GRNDS / MOW & GRNDS			
			Invoice Total-		280.00	
0056	8315	08	SERVICES	2395		
BALLFIELD MAINTENANCE			E 85-85-85		280.00	0.00
			MOW & GRNDS / MOW & GRNDS			
			Invoice Total-		280.00	
0056	8315	08	SERVICES	2396		
CHADBOURNE MOWING 12 JOHN			E 85-85-85		256.00	0.00
			MOW & GRNDS / MOW & GRNDS			
			Invoice Total-		256.00	
			Vendor Total-		1,352.00	
00981 OTELCO						
0056	8316	08	PHONE	JULY 2021		
13668			E 50-25-15		49.67	0.00
			SOLID WASTE / TELEPHONE			
			Vendor Total-		49.67	
00083 PERRY, LISA M						
0056	8317	08	REIMB EXCISE	080621		
RIMB EXCISE			R 10-10		17.52	0.00
			EXCISE TAX			
			Vendor Total-		17.52	
00005 PETTY CASH						
0056	8318	08	POSTAGE	POSTAGE		
POSTAGE			E 10-10-03		11.35	0.00
			OPERATING / POSTAGE EXP			
			Vendor Total-		11.35	

00828 POIRIER GUIDE LINES

A / P Warrant

Warrant 8

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0056	8319	08	ROAD WORK	21031		
ROAD WORK			E 40-15-03		5,504.32	0.00
			ROAD EXPENSE / RD REP/MAINT			
Vendor Total-					5,504.32	
00085 PRIORITY MANAGEMENT GROUP LLC						
0056	8320	08	REIMB PB FEE	080621		
REIMB PB FEE			G 1-255-00		178.18	0.00
			REF PB FEES			
Vendor Total-					178.18	
00502 REGISTRY OF DEEDS						
0056	8321	08	JULY TRANSFER	080421		
JULY TRANSFER			E 10-10-22		19.00	0.00
			OPERATING / REGISTRY			
Vendor Total-					19.00	
00569 SECRETARY OF STATE						
0056	8309	08	31170	07/30-08/05		
31170			G 1-250-00		4,242.48	0.00
			MTR VEHICLE			
Vendor Total-					4,242.48	
00985 WARRENS OFFICE SUPPLIES						
0056	8322	08	TOWLYM	494624-00		
TOWLYM			E 10-10-01		105.20	0.00
			OPERATING / OFFICE SUPP			
TOWLYM			E 10-10-06		26.99	0.00
			OPERATING / JANITORIAL			
Vendor Total-					132.19	
Prepaid Total-					5,497.77	
Current Total-					22,802.18	
EFT Total-					0.00	
Warrant Total-					28,299.95	

TO THE MUNICIPAL TREASURER OF LYMAN, MAINE: THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED BELOW THE SUM AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

TOWM OF LYMAN, BOARD OF SELECTMEN

THOMAS HATCH _____

JOHN E. TIBBETTS _____

RALPH BLACKINGTON _____

DAVID ALVES _____

WILLIAM SINGLE _____

August 16, 2021

William Single, Chairman

Board of Selectmen

Town of Lyman

11 So. Waterboro Rd.

Lyman, Me 04002

Dear Mr. Single,

The following is a status report for the assessing services that have been provided thus far. I am framing the brief report based on the scope of work that I provided to the Select Board on May 16th. Please look this over and I encourage you, the Board, or any citizen to contact me through the Lyman Assessor's Office and I would be glad to go over any of the details and I always welcome comments and suggestions.

Sincerely,

David G. Sawyer

Lyman Assessor

Status Report as of August 11, 2021

Scope of Work (from May 16 memo)

1. *Conduction of a study to determine the appropriateness and feasibility of implementing the values as developed in the recent revaluation by KRT Appraisal company.*

I have gone through the KRT assessments, and I feel that they ought to be incorporated in to the 2021 assessment. The reasons for this are:

- a) They represent a more current assessment than is on our assessments, which now date back to April 1, 2019. Remember that the Lyman 2020 assessment was based on 2019. The KRT assessment will include any new construction that the KRT listers observed in 2020.
 - b) Notices were sent to the homeowners last year and they were given a chance to respond to those notices through hearings by KRT. Therefore, aside for many changes on properties that I have put through, for the most part there are no surprises.
 - c) The overall numbers that KRT came up with are reasonable. Based on sales that I studied, they represent a better assessment than the current, outdated figures that we are using at present.
 - d) Technically, the numbers will be relatively easy to upload. The KRT assessment numbers reside within the Trio System and will migrate easily to the upcoming 2021 tax commitment.
 - e) The real estate market has been stong and values have been increasing. Therefore, it is beneficial to the Town to use the most recent values that we can.
2. *Measuring and listing the improved properties that have undergone new construction or renovation, making estimates for grade and depreciation of residential and commercial structures. This will include inspecting exteriors and interiors of those properties if necessary and recording all observed property features, and entering them into the Trio assessing system, creating updated values.*

I have been looking at permits from 2020 to April 1, 2021 and have been entering them into the system. I still have quite a few to look at by would expect most of them to be done by the first week in September.

3. *Auditing the status of property transfers and updating the assessment records as needed. Replying to citizen inquires in a timely manner by telephone, email, texting, mail, or whatever is and useful and meeting with citizens as needed.*

I have made many phone calls, visits, and emails to answer questions and concerns. There was a tremendous backlog of citizen inquiries. Laurie also has been of big help in this area. I believe most of the matters have been addressed or are being addressed. This is time-consuming, but a most important task of the assessor's office and we will continue to work towards getting all questions answered.

4. *Developing a Tax Commitment as required by State Law, including finalizing valuations and developing and filing required commitment documents.*

The abovementioned commitment documents will be filled out at the end of the 2021 assessment process.

5. *Filling out reports to the Maine Department of Revenue as required, including homestead, tree growth, and annual ratio studies.*

I have worked with the Maine Department of Revenue and have given the state any reports that were past due, such as the Homestead report. I also have prepared a new set of extensive reports that the state is now requiring—a new thing—for the state valuation process.

6. *Administering and making decisions on abatement applications and producing supplemental assessments as needed.*

There were a number of abatement requests and supplemental assessments that we have taken care of. We are addressing any remaining ones as they show up.

7. *Assisting in the training of office personnel to take over the assessing function as time allows.*

I have been assisting Laurie as she is working on the Maine Certified Assessor classes. I will continue to work with her and give her training on the assessment processes. She has been a very good student, being quick to learn and well-motivated.

8. *Assisting the Board of selectmen in any other issues that may arise regarding assessing issues or questions.*

Aside from the above load of work, there has not been special requests from the Board for any additional tasks, but we are available to help out in any assessment related functions.

Time Frame

It is anticipated that the contract would start as soon as possible and end by approximately October 15, 2021. The services may be extended beyond that date if both parties agree to it.

As far as a time frame at this moment, I am aware the Town needs to get the assessment done as soon as possible to get the tax bills out. The biggest hurdle we have is getting all the property transfers done. I am hoping at this point to have the tax commitment done by September 15. This is an ambitious goal, but I believe it is worthwhile to have a goal and try for it, and it is possible that this can be done. I understand the new assessing computer will be installed this week and that will definitely help. Also, I am booking myself to be in town the full week August 23rd and will schedule as many days here as possible after that. I apologize that I could not make the August 16th Selectmen's meeting due to a family obligation, but I welcome any questions or suggestions from the Selectmen or any citizen of the Town at any time.

David Sawyer

Assessor

**TOWN OF LYMAN, MAINE
PLANNING BOARD
SITE PLAN REVIEW
NOTICE OF DECISION**

Permit No. SPP21-09

Map 03 Lots 087-2

**TO: Brian and Mary E. Ingalls
P. O. Box 1046
Alfred, ME 04002**

DATE: August 18, 2021

This is to inform you that the Planning Board has acted on your application to subdivide Lot 2 of Brock Farm Estates into two lots, located at 574 Old Kennebunk Road, Lyman.

Findings of Fact:

1. An application was submitted on July 21, 2021.
2. The application fee of \$300.00 was received.
3. A deed was not provided however it was noted on the survey map as Bk 8077 Page 136 and recorded in the York County Registry of Deeds.
4. This property is located at 574 Old Kennebunk Road, Lyman and a portion in Alfred.
5. This property is further denoted as Tax Map 03 Lots 087-2.
6. The property is located in the General Purpose Zoning district and consists of approx. 14.78 acres.
7. The Board held meetings on July 21, 2021, and August 4 and 18, 2021.
8. The applicant submitted a survey drawn by Corner Post Land Surveyors dated July 13, 2021.
9. The application was deemed complete on July 21, 2021.
10. Section 8.3.6 of the zoning ordinance was reviewed and voted to be in compliance.
11. An **on-site inspection** was completed on August 1, 2021.
12. A **Public Hearing** was held on August 18, 2021. Twelve people signed the required sign in sheet to prove their attendance and participation in the hearing: James R. Allen, Jr., Dr. Doug Hutchins, Kevin McAloon, Glenn Austin, Mimi (Mary E.) Ingalls, Brian Ingalls, Davis Bartlett of CPLS, Jonathan Mapes, Jason Vafiades, Naoto Inoue, Arnie Beverage, and Dana Badger.

Findings and Conclusions:

The applicant proposes to split Lot 2 of Brock Farm Estates into two lots as follows: Lot 2a in the amount of 7.76 acres and Lot 2b in the amount of 7.02 acres. Lot 2a has 7,539 square feet in the town of Alfred and 330,628 square feet in Lyman. Lot 2b is completely in Lyman.

The applicant's response to the issues raised at the public hearing are as follows:
No concerns or issues were raised.

The standard conditions were reviewed and voted to include as conditions of this approval as listed below.

Standard 1: Will meet the definitions of the use, the Zoning District requirements and any other requirements set forth in the ordinance.

Findings: The property is in the General Purpose zoning district.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 2: Will not have a significant detrimental effect on the use and peaceful enjoyment of abutting properties as a result of noise, vibrations, fumes, odor, dust, light, glare, traffic, or other cause.

Findings: The project just divides a lot in two and there are no issues.

Conclusion: Based on the above information and the information in the record the Boards finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 3: Will not have a significant adverse effect on the adjacent or nearby property values.

Findings: There was no evidence provided to the Planning Board to show any negative effect on nearby property values and might even increase the value.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 4: Will not create a hazard to pedestrian or vehicular traffic or significant traffic congestion.

Findings: The applicant's proposal is to build one additional house therefore adding little traffic.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 5: Will not result in fire danger.

Findings: No evidence of fire danger proved.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 6: Will not result in flood hazards or flood damage, drainage problems, ground or surface water contamination or soil erosion.

Findings: The applicant is only building one house.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 7: Will not create a safety hazard because of inadequate access to the site, or buildings for emergency vehicles:

Findings: The town of Alfred did not have concerns regarding the lack of a hammerhead and the applicant has the same access as others on the road.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 8: Has proposed exterior lighting which will not create hazards to motorists traveling on adjacent public streets, is adequate for the safety of occupants and users of the site and will not damage the value or diminish the usability of adjacent properties.

Findings: This standard is not applicable as it's a land division only.

Conclusion: Based on the above information and the information in the record the Board finds this standard is not applicable by a vote of:

Yes 5 No 0 Abstain 0

Standard 9: Makes provisions for buffers and on-site landscaping which provide adequate protection to neighboring properties from detrimental features of the development. The applicant shall provide a plan prepared by a Registered Landscape Architect, or other qualified professional approved by the Planning Board.

Findings: The applicants are currently their own neighbor.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 10: Makes provisions for vehicular parking, loading, unloading, as well as vehicular and pedestrian circulation on the site, and onto adjacent public streets which would neither create a hazard to safety nor impose significant burdens on public facilities.

Findings: This standard is not applicable. The applicant is not adding any roads.

Conclusion: Based on the above information and the information in the record the Board finds this standard is not applicable by a vote of:

Yes 5 No 0 Abstain 0

Standard 11: Makes adequate provisions for the disposal of wastewater and solid waste for the prevention of ground or surface water contaminations.

Findings: The applicant will get permits when they are ready to build.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard with the condition by a vote of:

Yes 5 No 0 Abstain 0

Standard 12: Makes provisions to control erosion and sedimentation.

Findings: The applicant provided an erosion control plan on their survey.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 13: Makes adequate provisions to handle storm water run-off and other drainage on the site.

Findings: The applicant is only building one house.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 14: Provides for a water supply which meets the demands of the proposed use and meets the needs for fire protection purposes.

Yes 5 No 0 Abstain 0

Standard 10: Makes provisions for vehicular parking, loading, unloading, as well as vehicular and pedestrian circulation on the site, and onto adjacent public streets which would neither create a hazard to safety nor impose significant burdens on public facilities.

Findings: This standard is not applicable. The applicant is not adding any roads.

Conclusion: Based on the above information and the information in the record the Board finds this standard is not applicable by a vote of:

Yes 5 No 0 Abstain 0

Standard 11: Makes adequate provisions for the disposal of wastewater and solid waste for the prevention of ground or surface water contaminations.

Findings: The applicant will get permits when they are ready to build.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard with the condition by a vote of:

Yes 5 No 0 Abstain 0

Standard 12: Makes provisions to control erosion and sedimentation.

Findings: The applicant provided an erosion control plan on their survey.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 13: Makes adequate provisions to handle storm water run-off and other drainage on the site.

Findings: The applicant is only building one house.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 14: Provides for a water supply which meets the demands of the proposed use and meets the needs for fire protection purposes.

Yes 5 No 0 Abstain 0

Standard 10: Makes provisions for vehicular parking, loading, unloading, as well as vehicular and pedestrian circulation on the site, and onto adjacent public streets which would neither create a hazard to safety nor impose significant burdens on public facilities.

Findings: This standard is not applicable. The applicant is not adding any roads.

Conclusion: Based on the above information and the information in the record the Board finds this standard is not applicable by a vote of:

Yes 5 No 0 Abstain 0

Standard 11: Makes adequate provisions for the disposal of wastewater and solid waste for the prevention of ground or surface water contaminations.

Findings: The applicant will get permits when they are ready to build.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard with the condition by a vote of:

Yes 5 No 0 Abstain 0

Standard 12: Makes provisions to control erosion and sedimentation.

Findings: The applicant provided an erosion control plan on their survey.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 13: Makes adequate provisions to handle storm water run-off and other drainage on the site.

Findings: The applicant is only building one house.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 14: Provides for a water supply which meets the demands of the proposed use and meets the needs for fire protection purposes.

Findings: The town of Alfred signed off on the need for a hammerhead. The applicant is only modifying an old subdivision. The Code Enforcement Officer will handle this upon permit process for building.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 15: Makes adequate provisions for the transportation, storage and disposal of hazardous substances and materials as defined by State and Federal Law; The storage of chemicals, explosives, or hazardous items as defined by the National Fire Protection Association Code 704, Class 3 or 4 materials are not permitted.

Findings: This standard is not applicable to this application.

Conclusion: Based on the above information and the information in the record the Board finds this standard is not applicable by a vote of:

Yes 5 No 0 Abstain 0

Standard 16: Will not have an adverse impact on significant scenic vistas or on significant wildlife habitat which could be avoided by reasonable modification of the plan.

Findings: The deer habitat is noted on the plan is a distance away from the proposed house.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Decision:

Based on the above findings and conclusions, on August 18, 2021, the Planning Board voted to approve your application for the subdivision of Lot 2 into two lots and find you meet the sixteen standards with some being not applicable.

Yes 5 No 0 Abstain 0

Conditions of Approval:

To further promote the purposes of the Lyman Zoning Ordinance, the Planning Board has voted to impose the following conditions on the approval of this application:

1. Approval is dependent upon, and limited to, the proposals and plans contained in this application; supporting documents, oral representations submitted and affirmed by the applicant, and any variation from the plans, proposals and supporting documents and representations are subject to review and approval by the Planning Board.

2. It is the applicant's responsibility to obtain all other town required permits associated with this use.
3. The applicant must meet all the standards and requirements of section 8.3.6 of the zoning ordinance.

Upon presentation of this permit signed by the Planning Board, the Code Enforcement Officer is authorized to grant you the necessary permit(s). **It is your responsibility to apply for these permits.**

A site plan approval secured under the provisions of the Zoning Ordinance by vote of the Planning Board shall expire if the work or change involved is not substantially commenced within one (1) year of the Board's approval date and completed within two (2) years of the approval date.

This permit must be recorded at York County Registry of Deeds within ninety (90) days of the approval date.

NOTE: PLEASE BE ADVISED THAT THIS DECISION CAN BE RECONSIDERED BY THE PLANNING BOARD WITHIN THIRTY (30) DAYS.

ANY PERSON AGGRIEVED BY THIS DECISION CAN APPEAL TO THE ZONING BOARD OF APPEALS WITHIN THIRTY (30) DAYS.

Cecile Dupuis
 Roderick Tetu, Chairman or
 Cecile Dupuis, Secretary

8/27/2021
 Date

State of Maine
York, ss.

Date: Aug 27, 2021

Then personally appeared the above-named Cecile Dupuis,
 Chairman/Secretary of the Lyman Planning Board, acknowledged the above instrument to be his/her free act and deed in his/her said capacity.

Before me, Susan J. Bellerose
 Notary Public
 My Commission expires

Cc: Assessor
 Code Enforcement Officer
 Selectmen
 Town Clerk



Susan J. Bellerose
 NOTARY PUBLIC
 State of Maine
 My Commission Expires
 September 13, 2027

**TOWN OF LYMAN, MAINE
PLANNING BOARD
SITE PLAN REVIEW
NOTICE OF DECISION**

Permit No. SPP21-08

Map 07 Lots 73,74,75

**TO: Soggy Dollar, LLC
H. A. Mapes Inc.
P. O. Box 157
Springvale, ME 04083**

DATE: August 18, 2021

This is to inform you that the Planning Board has acted on your application to demolish existing structures and build a new convenience store/gas station at 4 Goodwins Mills Road, Lyman, known as Harry's.

Findings of Fact:

1. An application was submitted on July 6, 2021.
2. The application fee of \$500 was received.
3. The deeds were provided, as recorded in York County Registry of Deeds Bk 17691 Page 936, Bk 12117 Page 211, and Bk 17927 Page 292.
4. This property is located at 4 Goodwins Mills Road, Lyman.
5. This property is further denoted as Tax Map 07 Lots 73, 74, 75.
6. The property is located in the Commercial/Residential zoning district and consists of approx.13.69 acres.
7. The Board held meetings on July 21, 2021, and August 4 and 18, 2021.
8. The applicant submitted a site plan drawn by Atlantic Resource Consultants dated July 6, 2021.
9. The application was deemed complete on July 21, 2021.
10. Section 8.3.6 of the zoning ordinance was reviewed and voted to be in compliance.
11. An **on-site inspection** was completed on August 1, 2021.
12. A **Public Hearing** was held on August 18, 2021. Twelve people signed the required sign in sheet to prove their attendance and participation in the hearing: James R. Allen, Jr., Dr. Doug Hutchins, Kevin McAloon, Glenn Austin, Mimi (Mary E.) Ingalls, Brian Ingalls, Davis Bartlett of CPLS, Jonathan Mapes, Jason Vafiades, Naoto Inoue, Arnie Beverage, and Dana Badger.

Findings and Conclusions:

The applicant proposes to demolish an existing 3,500 square foot structure and replace it with a same size convenience style store with gas pump/station. The applicant proposes to reconfigure the entrances to the site off Routes 35 and 111 to make both entrances safer. They also propose to add a commercial fueling station and more parking spaces. They propose to relocate the residential structure that is on the property they purchased further back from Route 35.

The applicant's response to the issues raised at the public hearing are as follows:

A neighbor across Route 35 was concerned about added congestion affecting his driveway and the applicant's representative said they were changing the entrances on Routes 35 and 111 to help alleviate the congestion at the intersection. Vehicles will be able to pull in from Route 35 and exit onto Route 111 and able to turn right or left beyond the median. They are adding commercial pumps further away to allow trucks to pull up beyond the pumps near the store. An abutter asked whether more noise would be generated once they move the "Tuttle" house, using it for business, and expand parking. Mr. Vafiades said the house will have low impact business and they agreed to add screening trees to cut down on noise and allow for privacy.

The standard conditions were reviewed and voted to include as conditions of this approval as listed below.

Standard 1: Will meet the definitions of the use, the Zoning District requirements and any other requirements set forth in the ordinance.

Findings: The property is in the Commercial/Residential zoning district and there is a commercial property already on site and it meets setback requirements.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 2: Will not have a significant detrimental effect on the use and peaceful enjoyment of abutting properties as a result of noise, vibrations, fumes, odor, dust, light, glare, traffic, or other cause.

Findings: The improvements proposed will improve traffic flow. They will install ground-facing lights and are replacing the existing structure with a new one. They will install screening trees next to the boundary line.

Conclusion: Based on the above information and the information in the record the Boards finds the applicant meets this standard with the condition of adding the screening trees by a vote of:

Yes 5 No 0 Abstain 0

Standard 3: Will not have a significant adverse effect on the adjacent or nearby property values.

Findings: There was no evidence provided to the Planning Board to show any negative effect on nearby property values.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 4: Will not create a hazard to pedestrian or vehicular traffic or significant traffic congestion.

Findings: The applicant's design to change the entrances, moving them further back from the intersection, will help stop the congestion at Routes 35/111.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 5: Will not result in fire danger.

Findings: The State Fire Marshalls' office will be responsible for determining fire danger. Upgrading the store will need to meet the new fire codes and the local Fire Dept. will be part of the permit process.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard contingent upon State Fire Marshall approval by a vote of:

Yes 5 No 0 Abstain 0

Standard 6: Will not result in flood hazards or flood damage, drainage problems, ground or surface water contamination or soil erosion.

Findings: The applicant provided a storm water report in the plan.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 7: Will not create a safety hazard because of inadequate access to the site, or buildings for emergency vehicles:

Findings: With the addition of parking and better entrances, there is no concern for fire department access.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 8: Has proposed exterior lighting which will not create hazards to motorists traveling on adjacent public streets, is adequate for the safety of occupants and users of the site and will not damage the value or diminish the usability of adjacent properties.

Findings: The applicant proposes that the lighting will not create a hazard to motorists on adjacent public streets and will point downward.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 9: Makes provisions for buffers and on-site landscaping which provide adequate protection to neighboring properties from detrimental features of the development. The applicant shall provide a plan prepared by a Registered Landscape Architect, or other qualified professional approved by the Planning Board.

Findings: The applicant provided a landscape plan and will add screening trees along the Austin property line.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 10: Makes provisions for vehicular parking, loading, unloading, as well as vehicular and pedestrian circulation on the site, and onto adjacent public streets which would neither create a hazard to safety nor impose significant burdens on public facilities.

Findings: The applicant received approval by the Board in December, 2020 for parking expansion. The applicant proposes there is plenty of room for loading and unloading on site, without any harm to adjacent public street, and improved circulation. The applicant's proposal provides for enough room for delivery trucks to enter and exit. The store size will remain the same.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 11: Makes adequate provisions for the disposal of wastewater and solid waste for the prevention of ground or surface water contaminations.

Findings: The applicant provided data of the existing septic system and stated a new system will be installed.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard with the condition by a vote of:

Yes 5 No 0 Abstain 0

Standard 12: Makes provisions to control erosion and sedimentation.

Findings: The applicant proposes to install erosion and sedimentation control plan prior to excavation and to have it monitored throughout the construction process by the code enforcement officer.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 13: Makes adequate provisions to handle storm water run-off and other drainage on the site.

Findings: The applicant provided the proposal in the plan.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 14: Provides for a water supply which meets the demands of the proposed use and meets the needs for fire protection purposes.

Findings: The square footage of the store will not change, and the Fire Chief will be part of the permit process.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 15: Makes adequate provisions for the transportation, storage and disposal of hazardous substances and materials as defined by State and Federal Law; The storage of chemicals, explosives, or hazardous items as defined by the National Fire Protection Association Code 704, Class 3 or 4 materials are not permitted.

Findings: The applicant will continue to have one dumpster on site which will be locked. The underground tanks are all double-walled.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Standard 16: Will not have an adverse impact on significant scenic vistas or on significant wildlife habitat which could be avoided by reasonable modification of the plan.

Findings: There are no scenic vistas and no wildlife habitat therefore the applicant is not required to do anything.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5 No 0 Abstain 0

Decision:

Based on the above findings and conclusions, on August 18, 2021, the Planning Board voted to approve your application for the demolition of the current structure and rebuilding a convenience style store with added gas pumps with the following conditions:

The applicant will install screening trees along the boundary shared with the Austins.

Yes 5 No 0 Abstain 0

Conditions of Approval:

To further promote the purposes of the Lyman Zoning Ordinance, the Planning Board has voted to impose the following conditions on the approval of this application:

1. Approval is dependent upon, and limited to, the proposals and plans contained in this application; supporting documents, oral representations submitted and affirmed by the applicant, and any variation from the plans, proposals and supporting documents and representations are subject to review and approval by the Planning Board.
2. It is the applicant's responsibility to obtain all other state required permits associated with this use.
3. The applicant must meet all the standards and requirements of section 8.3.6 of the zoning ordinance.
4. The applicant will install screening trees along the boundary shared with the Austins.

Upon presentation of this permit signed by the Planning Board, the Code Enforcement Officer is authorized to grant you the necessary permit(s). **It is your responsibility to apply for these permits.**

A site plan approval secured under the provisions of the Zoning Ordinance by vote of the Planning Board shall expire if the work or change involved is not substantially commenced within one (1) year of the Board's approval date and completed within two (2) years of the approval date.

This permit must be recorded at York County Registry of Deeds within ninety (90) days of the approval date.

NOTE: PLEASE BE ADVISED THAT THIS DECISION CAN BE RECONSIDERED BY THE PLANNING BOARD WITHIN THIRTY (30) DAYS.

ANY PERSON AGGRIEVED BY THIS DECISION CAN APPEAL TO THE ZONING BOARD OF APPEALS WITHIN THIRTY (30) DAYS.

Cecile Dupuis
Roderick Tetu, Chairman or
Cecile Dupuis, Secretary

8/27/2021
Date

State of Maine
York, ss.

Date: Aug 27. 2021

Then personally appeared the above-named Cecile Dupuis,
Chairman/Secretary of the Lyman Planning Board, acknowledged the above instrument to be
his/her free act and deed in his/her said capacity.

Before me, Susan J. Bellerose
Notary Public
My Commission expires

Cc: Assessor
Code Enforcement Officer
Selectmen
Town Clerk



Susan J. Bellerose
NOTARY PUBLIC
State of Maine
My Commission Expires
September 13, 2027

GOODWINS MILLS CEMETERY ASSOCIATION

August 16, 2021

INTRODUCTION

Good Evening. I am Amos Gay. For the record, my surname is spelled G-A-Y. I am here this evening with a prepared statement concerning the Goodwins Mills Cemetery. First I will tell you who I am. I am a lifelong resident of the Goodwins Mills area, a semi-retired land surveyor, and somewhat of a local "history nut".

Now I will tell you who I am not. I am not an officer of, nor an official representative for the Goodwins Mills Cemetery Association. With your endurance I will state the facts as I see them.

In the past I have served as a Trustee and for a brief period I was Vice President. I stepped down from those positions because for 20 years I have served as an "Agent" or "Sexton" of sorts; laying out new lots, selling lots, coordinating with families, funeral directors, grave diggers and monument dealers, and developing a computerized record keeping system. All of my efforts have been on a volunteer basis and I am tired. I believe the cemetery should be the Crown Jewel of the Goodwins Mills village and currently it is a disgrace. Understandably, I have endured considerable grumbling from the general public about visual conditions at the cemetery.

Probably one of the biggest mistakes I ever made was to attend a Cemetery Association about 25 years ago.

PHYSICAL LAYOUT

I think it is important for you to understand the physical layout of the cemetery. The cemetery is laid out in 14 Ranges with Lots within each Range. Range 1 is nearest South Street and Range 14 is nearest the Methodist Church. Lot numbering begins at the Route 35 (westerly) end and increases toward the former Grange Hall site. There are 5 roads, or streets, through the cemetery.

The lots in Ranges 1 through 10 are laid out as "family" lots, generally designed to accommodate 8 traditional casket burials. The overall lot sizes vary from 16 feet by 16 feet to 18 feet by 18 feet. Some of these lots are marked with stone curbing, some with stone corner markers, some with differential grading, and some are simply "there". In Ranges 11 through 14, the lots are 4 feet by 10 feet. Lot corners within Ranges 9 through 14 have a variety of markers including granite blocks at grade and/or metal rods set at or below grade. Obviously, a metal locator is needed to find the metal corner markers.

CEMETERY RECORDS

I want to tell you about some of the Cemetery records. Sometime around 2008 the late Leo Goodwin and I began making an "inventory" of data from grave stones and from available lot sales records. Prior to that time there was no organized record of burials or lot ownership. Since

his passing in 2012 I have continued the inventory or "census" as I prefer to call it. Presently there are some 1400 entries of both the living and the dead. The "living" are those folks who have purchased a lot but have not needed it – yet. In addition, I have made sketches of most lots in the northerly part of the cemetery. I have not attempted to record the placement of headstones or individual graves within lots.

I have kept a listing of military veterans' graves. The Association maintains a mailing list for a heretofore annual financial solicitation. Unfortunately, with the passage of time the Association has lost contact with many families associated with lots in the more southerly portion of the cemetery.

For better or worse I am not familiar with either the Secretary's or the Treasurer's records.

THE HISTORY

The earliest cemetery history I have found is the second parcel in a deed from Benjamin Dudley to Joseph W. Hanson dated March 20, 1856 and recorded in Book 248 Page 546 at the York County Registry of Deeds. This deed conveyed the major part of the current cemetery. In a later deed dated December 30, 1862, Dudley conveyed the remaining area to Hanson.

An 1856 atlas of Goodwins Mills shows the "Dudley Tomb" in the westerly corner of the present cemetery.

Joseph W. Hanson died intestate (without a will) in 1872. His estate descended to his son, J. Howard Hanson.

J. Howard Hanson died intestate in 1939. His estate descended to his daughter, Louise H. Bowe.

Louise Bowe died intestate in 1965. Her estate descended to her daughter, L. Arline Bowe.

On August 25, 1965 L. Arline Bowe conveyed the cemetery property to Coyle B. Smith by deed recorded in Book 2152 Page 134.

On April 29, 1976 Coyle B. Smith conveyed the area around the former "Methodist Social House" to the Trustees of the Goodwins Mills United Methodist Church.

Coyle B. Smith died testate (with a will) on August 8, 1980 and left his estate to his wife, Margaret H. Smith.

On May 7, 1982 Margaret H. Smith conveyed her interest in the cemetery property to the Goodwins Mills Cemetery Association by deed recorded in Book 2922 Page 333.

On March 16, 1988 the Trustees of the Goodwins Mills United Methodist Church conveyed the Church's interest in the Social House area to the Goodwins Mills Cemetery Association by deed recorded in Book 8158 Page 13.

These last two deeds contain the only record reference to the Association that I have found to date.

THE ISSUES

The Goodwins Mills Cemetery Association is a dysfunctional organization lacking any real leadership. Presently the offices of President and Vice President are vacant. Historically it has been a challenge to find anyone willing to mow the grass. A group of volunteers has done a great job pruning and picking up trash over the past few years but now even they are getting tired.

I do not know for sure exactly what the Goodwins Mills Cemetery Association really is.

Is it -

An LLC?

A bona fide non-profit?

Something that "Just Happened", a non-entity?

If it is, in fact, a non-entity as I suspect, how can it hold legal title to the real estate? The question then becomes – Who or what does actually own it?

Attorney Rick Hull has been investigating the legal status of the Goodwins Mills Cemetery Association and I am not aware of his findings and what his recommendations might be.

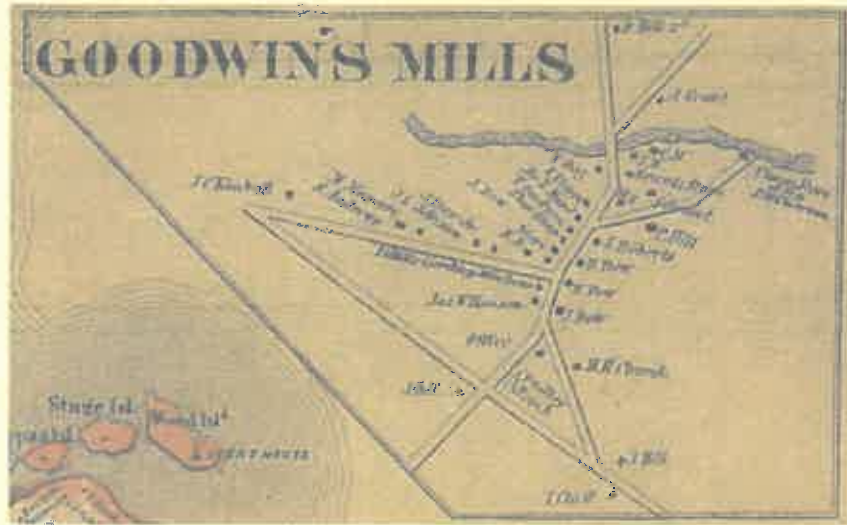
It is long past time for the Town of Lyman to assume ownership of the Association's real estate and financial assets and take over operation of the cemetery. It can then once again become the Crown Jewel of the Goodwins Mills village.

For over two years I have tried to "retire" from activity with the cemetery. This past January I even "quit" any and all association with the cemetery and you can see how well that is working out for me. I have fought the fight, I have run the race, I have kept the faith, and I am so tired that I could just spit.

Lyman Presentation

Goodwin's Mills 1856

Town of Lyman



From *Map of York County, Maine* 1856

J. Chase, Jr.

www.old-maps.com

burying grounds to fence the same while the ground is frozen and covered with snow

I have and to hold the aforegranted and bargained Premises, with all the privileges and appurtenances thereof, to the said Smith his heirs and assigns, to their use and behoof forever. And I do covenant with the said Smith his heirs and assigns, that I am lawfully seized in fee of the Premises; that they are free of all incumbrances; that I have good right to sell and convey the same to the said Smith to hold as aforesaid; and that I and my heirs shall and will warrant and defend the same to the said Smith his heirs and assigns forever, against the lawful claims and demands of all persons, in

In witness whereof, I the said Thomas J. Stone and Harriet wife of said Thomas in token of the relinquishment of her right to dower therein have hereunto set our hands and seal this twenty eighth day of November in the year of our Lord one thousand eight hundred and fifty four.

Signed, sealed and delivered, in presence of, Enoch Cousins,

Thomas J. Stone {Seal} " " {Seal}

Witness ss. Dec. 25. 1854. Personally appeared the above-named Thomas J. Stone and acknowledged the above instrument to be his free act and deed.

Before me, Enoch Cousins Justice of the Peace.

Recorded according to the original, received January 6.

1857 at 8 1/2 o'clock P.M.

Attest. Linn. Shew Dr. Regr,

Duckley - to -

Hanson.

Know all men by these presents, That I Benjamin Duckley of Kennebecport in the County of York and State of Maine - yeoman - in consideration of fifteen hundred dollars to me in hand paid by Joseph W. Hanson in said County of State - yeoman - the receipt whereof is hereby acknowledged, do hereby give, bargain, sell and convey unto the said Joseph W. Hanson of his heirs and assigns forever two certain pieces or parcels of land situated in said township with the buildings thereon standing

248-546

Know all Men by these Presents, That

I, L. Arline Bowe of Lyman in the County of York and State of Maine

in consideration of one dollar and other valuable consideration (being less than one hundred dollars) paid by Coyle B. Smith of Dayton in said County and State

the receipt whereof I do hereby acknowledge, do hereby remise, release, bargain, sell and convey and forever quit-claim unto the said Coyle B. Smith, his heirs and assigns forever: A certain

triangular parcel of land situated at said Goodwins Mills in said Lyman containing one (1) acre more or less and bounded southerly by the cemetery fence, easterly by the Biddeford Road, so-called, and northerly by the Jackson School House Road, so-called, now Route 35.

Also granting all my right, title and interest in and to any part of the cemetery or other land immediately adjoining the above described triangular parcel

do have and to hold the same, together with all the privileges and appurtenances thereunto belonging to the said Coyle B. Smith, his heirs and assigns forever.

And I do covenant with the said grantee, his heirs and assigns, that I will warrant and forever defend the premises to the said grantee, his heirs and assigns forever, against the lawful claims and demands of all persons claiming by, through or under me.

In Witness Whereof I the said L. Arline Bowe, being unmarried

have hereunto set my hand and seal this 25th day of August in the year of our Lord one thousand nine hundred and sixty-five.

Signed, Sealed and Delivered in presence of

Richard C. Gray

L. Arline Bowe (seal)

State of Maine. York ss. Aug. 25, 1965. Personally appeared the above named L. Arline Bowe and acknowledged the above instrument to be her free act and deed.

BEFORE ME, Richard C. Gray Notary Public (L.S.)

Recorded according to the original received. October 4, 1965 at 9h. A.M.

07421

(122)

QUITCLAIM DEED
Without Covenant
Release

BOOK 2922 PAGE 333

Know all Men by these Presents,

That I, MARGARET H. SMITH, of Dayton in the County of York and State of Maine,

in consideration of One Dollar and other valuable considerations

paid by the TRUSTEES OF THE GOODWINS MILLS CEMETERY ASSOCIATION, an Association organized for the purpose of the upkeep and care of the Goodwins Mills Cemetery located in the Town of Lyman in the County of York and State of Maine,

~~and whereof I am the owner~~

the receipt whereof I do hereby acknowledge, do hereby remise, release, bargain, sell and convey, and forever quitclaim unto the said Trustees of the Goodwins Mills Cemetery Association, their successors ~~and~~ and assigns forever,

~~and~~ a certain triangular parcel of land situated at Goodwins Mills, so-called, in the Town of Lyman, containing one (1) acre, more or less, and bounded southerly by the Cemetery fence, easterly by the Biddeford Road, so-called, and northerly by the Jackson School House Road, so-called, now Route 35.

Also granting all my right, title and interest in and to any part of the Cemetery or other land immediately adjoining the above described triangular parcel.

Excepting from the above-described premises the Social House and land 100' x 100' conveyed to the Trustees of the United Methodist Church of Goodwins Mills by Coyle B. Smith by deed dated April 29, 1976.

Being the same premises conveyed to Coyle B. Smith by deed of L. Arline Bowe dated August 25, 1965 and recorded in the York County Registry of Deeds in Book 1540, Page 178; the said Coyle B. Smith having deceased and the above premises having been devised to the within Grantor under his Will.

19

To have and to hold the same, together with all the privileges and appurtenances thereunto belonging, to the said Trustees of the Goodwins Mills Cemetery Association, their successors

heirs and assigns, to them and their own use and behoof forever.

In Witness Whereof, I, the said Margaret H. Smith, a single person, with of the said

joining in this deed as Grantor and acknowledging under my right by this deed to be my right in the above described premises, have hereunto set my hand and seal this 7th day of May in the year of our Lord one thousand nine hundred and eighty-two.

Signed, Sealed and Delivered in presence of

Martina Marin Boissonneault Margaret H. Smith

State of Maine, York } ss. May 7, 1982

Personally appeared the above named Margaret H. Smith

and acknowledged the above instrument to be her free act and deed.

Before me,

Martina Marin Boissonneault

Justice of the Peace Notary Public



Not. ss. Received MAY 14 1982 9:33 AM and recorded from the original

QUITCLAIM DEED WITH COVENANT

KNOW ALL MEN BY THESE PRESENTS that we, THE TRUSTEES OF THE GOODWINS MILLS UNITED METHODIST CHURCH, a religious association of Lyman, County of York and State of Maine, for consideration paid, grant to THE GOODWINS MILLS CEMETERY ASSOCIATION, an association organized and existing in the Town of Lyman, County of York and State of Maine, with quitclaim covenant, the land in Lyman, County of York and State of Maine, described as follows:

A certain lot or parcel of land situated in Goodwins Mills in said Town of Lyman, together with the buildings thereon formerly known as the "Martha Murphy House", now known as the "Social House", and more particularly bounded and described as follows:

Beginning at a point at the junction of U.S. Highway Route #35 and the road leading from Goodwins Mills to Biddeford; thence running south along said Route #35 a distance of 100 feet, more or less, to a point; thence turning and running in a general easterly direction, a distance of 100 feet, more or less; thence turning and running in a general northerly direction, a distance of 100 feet, more or less, to said Biddeford-Goodwins Mills Road; thence turning and running in a general westerly direction along said Biddeford-Goodwins Mills Road, a distance of 100 feet, more or less, and point of beginning.

Being the same premises described in a deed from Coyle B. Smith to the Trustees of the Goodwins Mills United Methodist Church dated April 29, 1976 and recorded in the York County Registry of Deeds in Book 2152, Page 134.

WITNESS our hands and seals this 16th day of the month of March, 1988.

SIGNED, SEALED and DELIVERED IN THE PRESENCE OF:

Francis Anderson

Patricia S. Coleman

Francis Anderson

Thomas H. Hovey

Barbara Peterson

Patricia S. Coleman

Anne J. Abbott

Barbara Peterson

Phyllis L. MacDonald

Phyllis L. MacDonald

Richard H. Anderson

Richard H. Anderson

Carolyn P. Mullen

Carolyn P. Mullen

Richard Hovey

Richard Hovey

Robert B. Anderson

Robert B. Anderson

William W. Harris

William W. Harris

Kendall L. Buck

Kendall L. Buck

Wilbur W. Philbrook, Jr.

Wilbur W. Philbrook, Jr.

MAINE R.E. TRANSFER TAX PAID

DK8158 P6014

Charlotte Anderson

Patricia L. Vigue
Patricia L. Vigue

STATE OF MAINE, County of YORK ss. March 16, 1988
Then personally appeared the above-named Robert B. Anderson
in his said capacity as Trustee(s) of the Goodwins Mills United
Methodist Church, and acknowledged the foregoing instrument to be his free
act and deed.

Before me,

Glenn R. Anderson
Attorney/Notary Public/Justice of the Peace
GLENN R. ANDERSON

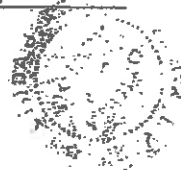
STATE OF MAINE, County of York, ss. March 16, 1988

Then personally appeared the above-named RICHARD H. ANDERSON, in
his said capacity as Trustee of the Goodwins Mills United Methodist Church,
and acknowledged the foregoing instrument to be his free act and deed.

Before me,

Linda J. Kraus
Notary Public

LINDA J. KRAUS
NOTARY PUBLIC, MAINE
my comm. expires
3-20-93



RECEIVED YORK S.S.
97 FEB 11 PM 1:20

ATTEST Jess M. Chase
REGISTER OF DEEDS

299 GLENN ANDERSON ESQ. PO. BOX 190 ANDERSON ME 04912

8158-14

Town of Veazie

CEMETERY RULES AND REGULATIONS

1. INTRODUCTION

- A. The Town of Veazie places into effect the following Rules and Regulations approved on the 6th day of October, 2014. The purpose of these Rules and Regulations is to provide support, protection and consistency for the benefit of all lot owners. Our cemetery is dedicated to human burial and the provisions of Maine State Law will be strictly enforced in all disturbance and disregard of property. These Rules and Regulations are subject to change without prior notice as deemed necessary by the Veazie Town Council.
- B. These Rules and Regulations apply only to the Town of Veazie owned and maintained cemeteries and not to privately owned cemeteries that are not maintained by the Town.

2. GENERAL CARE

- A. The general care of the cemeteries is assumed by the Town of Veazie and includes the cutting of grass at reasonable intervals and the raking and cleaning of the grounds.
- B. The general care assumed by the Town or its Contractors shall in no case mean the maintenance, repair or replacement of any memorial or tomb, or mausoleum placed or erected upon lots; nor the doing of any special or unusual work in the cemetery except when required by law

3. USE OF CEMETERIES

- A. The cemeteries are open from dawn to dusk. Persons trespassing before dawn and after dusk will be subject to sanctions allowed under applicable Maine State Law. Those visiting the cemetery should drive, park and walk in such a manner so as not to disturb the tranquility of the cemetery.
- B. Workers at the cemetery shall cease work in the vicinity of any funeral service until such time as the services have been concluded.
- C. Anyone doing work in the cemetery shall not leave any debris, tools or any other materials in any area of the cemetery except in those areas designated as acceptable disposal sites.
- D. All workers employed by outside firms, while within a cemetery, are subject to rules and regulations of the cemetery.
- E. Recreational ATV's and snowmobiles are prohibited in a cemetery per State of Maine Statues. Anyone operating an ATV or snowmobile within the confines of a cemetery will be reported to the Veazie Police Department
- F. Roads and/or avenues within a cemetery are subject to closure as conditions warrant, up and until a time is determined by the Sexton that the conditions are once again favorable to open them.
- G. Use of metal detectors is only allowed when permission is received from a Town Official or the Cemetery Sexton.

Town of Veazie

CEMETERY RULES AND REGULATIONS

4. OWNERSHIP

- A. A licensee may reserve a lot or lots by paying in full at the Town Office the purchase price as set out in the schedule of fees. The lot shall be reserved for the use of the licensee.
- B. A licensee of a lot or lots desiring to transfer ownership rights to another licensee must make written application for approval to the Town before transfer will be validated and pay all associated fees.
- C. A licensee wishing to transfer ownership rights back to the Town of Veazie may do so by making written notice to the Town of Veazie. In exchange for the ownership rights the original licensee shall receive a payment not to exceed the original purchase price minus associated transfer fees.
- D. Descent of Title – The laws of the State of Maine govern the descent of title to cemetery Right of Interments as well as other matters related to their ownership. In the result of death of the lot owner, notarized statements as to relationship and certified copies of will are normally sufficient.

5. PERPETUAL CARE

- A. Perpetual care is required on all lots purchased or granted in the Town of Veazie. The cost of perpetual care varies depending on the lot size and location. The cost of perpetual care is determined by the Sexton with consent of the Council and is subject to change without notice.

6. PROPER BURIAL

- A. The term "Proper Burial" is used to define the acceptable method for the burial of human remains. Traditional burials of human remains must be placed in a casket and vault. No other means of disposal of ashes or remains such as scattering will be tolerated. Cremains may be buried in an acceptable cremains container
- B. Burial vaults and cremains containers shall have a minimum coverage of 8" which equals a minimum 42" depth for burial vaults.
- C. Burials in the Town of Veazie shall be carried out under the purview and with authorization of the Cemetery Sexton and consistent with its guidelines. Burials determined by the Cemetery Sexton not to be in said conformance will have to be rectified by the responsible party or parties.
- D. No animals shall be buried in any lot.

7. BURIALS PER LOT

- A. One traditional burial or 2 traditional burials for children up to 5 years of age per single grave lot.
- B. One cremains may be interred in an occupied grave.
- C. Up to 4 cremains per single grave lot.
- D. Two cremations per cremation lot.

Town of Veazie

CEMETERY RULES AND REGULATIONS

8. GRAVE OPENINGS/CLOSING

- A. Graves may be opened year round as ground conditions permit but any damage incurred on the burial grounds shall be the responsibility of the person(s) overseeing the burial.
- B. All graves being opened to receive a casket shall be required to have a cement liner or vault.
- C. Before any burial is made complete payment for the lot must be made to the Town Office.
- D. No lot shall be used for any other purpose than for human burial.
- E. The Cemetery Sexton will be notified before any burials occur.
- F. A lot must be "flagged" before a grave opening.
- G. Cremation burials can be made by the family under the supervision of the Cemetery Sexton

9. LOCATION OF GRAVES

- A. When the lot owner or owners request the location of a grave it must be approved by the Cemetery Sexton. No change of the location will be made, except at the expense of the owner.

10. ABOVE GROUND INTERMENT

- A. There shall be no interment or entombment, either in whole or in part above the surface of the ground unless in an approved mausoleum.

11. INTERMENT OF INDIGENT PERSONS

- A. The Town of Veazie shall provide a lot without charge for the interment of indigent person(s) on a case by case basis. To determine indigence a general assistance application will have to be completed, by the requesting person, and meet the requirements for general assistance.
- B. No monument or marker, other than a veteran's marker, shall be allowed unless payment is made for the lot.
- C. Preexisting indigent lots are grandfathered.

12. DISINTERMENT

- A. No body shall be disinterred until all proper paper work as required by the State of Maine Department of Human Services and any other agencies. Notification of disinterment shall be made to the Town of Veazie

Town of Veazie

CEMETERY RULES AND REGULATIONS

13. PLANTS, FLOWERS, FENCES & DECORATIONS

- A. Flowers from the funeral or grave side service shall be placed on the site as soon as the grave has been closed.
- B. As soon as flowers, wreaths, emblems, baskets and other decorations placed upon a grave become unsightly, they shall be removed. If the Town of Veazie elects to remove such they assume no responsibility for their protection or maintenance. The Town of Veazie has the right to refuse to replace or return them when they are removed.
- C. Due to potential liability and possible personal injury, plastic flowers and plastic arrangements must be placed in a flower bed or suitable container.
- D. Any decorations, including but not limited to fences, that interfere with maintenance of the cemetery can be removed.
- E. Around October 15th of each year the Cemetery Sexton shall have the right, at their discretion, to remove and dispose of any summer decorations.
- F. Around April 15th of each year the Cemetery Sexton shall have the right at their discretion to remove, any and all decorations from the previous winter.
- G. Flower vases or other containers must be heavy enough to keep flowers and other decorations in place and not allow the vases and containers to blow over and around the cemetery.
- H. All containers, vases, flowers and decorations found blowing around the cemetery may be removed at the discretion of the Cemetery Sexton.
- I. Plastic pots used to hold decorations should be sufficient strength to withstand string trimmer abrasion.
- J. No damages may be recovered from the Town of Veazie or anyone hired by the Town of Veazie to work within the cemetery for this type of damage.
- K. Glass bottles and ceramic vases are not allowed. If a violation occurs, and results in personal injury, it is the legal responsibility of the lot owner to settle legal disputes.

14. GRAVE MARKERS

A. GRAVE MARKER PERMITS

- 1. A Grave Marker Intent to Place Memorial Notification Form will be issued upon payment for cemetery lot(s). Extra forms will be available at the Veazie Town Office or on the Town of Veazie's web site at www.veazie.net
- 2. Grave marker permits shall be delivered to the Veazie Town Office where they will be kept on file.

B. PLACEMENT

- 1. The placement of any or all monuments, headstones and/or cornerstones must be installed in an approved location. Foundations shall require a grave marker permit.

Town of Veazie

CEMETERY RULES AND REGULATIONS

GRAVE MARKERS (Continued)

2. Any monument or headstone taller than 8 inches shall require a foundation.
3. Only one monument (tablet & base) or headstone allowed per single grave space. Said monument or headstone shall not be longer than 66% of the width of the single grave space. Only one family monument per 2 grave or larger lot will be allowed. Said family monument shall not be longer than 66% of the width of the lot.
4. Multiple cremations on a single grave lot are allowed one above ground monument or headstone or one flush marker per cremation.
5. Installation of any foundation for a monument or headstone, without a permit will be subject to a fine, penalty or action of the Town of Veazie.
6. All fines, penalties and actions assessed, shall be the responsibility of the lot owner.
7. The lot owner may hire any reputable monument company to install foundations and monuments on any lot(s) owned by them.
8. Any inadequately installed foundation shall be repaired or replaced by the monument company who installed the monument. If said monument company is no longer in business the lot owner shall be responsible.
9. All monuments shall be installed on concrete foundations that are 4 feet in depth and at least 2 inches larger in width and length than the monument being placed thereon.
10. Sodding, loaming and seeding are the responsibilities of the monument company.

C. MATERIALS

1. All monuments, headstones or cornerstones must be crafted from materials that will last indefinitely.
2. Bronze plaques shall be mounted in a permanent manner.

D. CORNER STONES

1. All corner stones or markers must be flush with the ground.
2. Cornerstones may be installed only on 2 grave lots or larger.

E. DISCLAIMER

1. Accidental damage to any stone or corner stone(s) is not the responsibility of the Town of Veazie or contractors working for the Town of Veazie.

Town of Veazie

CEMETERY RULES AND REGULATIONS

15. BRUSHES, SHRUBS & TREES

- A. No planting of trees, bushes and shrubs is allowed. No exceptions shall be granted.
- B. Any such plantings shall be removed by the Town.
- C. No compensation will be paid by the Town of Veazie for trees shrubs or bushes that are removed.

16. TRAFFIC

- A. Any motorized vehicles being operated within the confines of a cemetery shall not travel at a speed greater than 10 miles per hour.
- B. No person shall drive a vehicle on any part of the cemetery other than a roadway provided for that purpose except for burial purposes or monument installation or repair. Any damages incurred by such motorized vehicles shall be their responsibility.

17. MISCELLANEOUS

- A. No exposed crushed rock is allowed.
- B. Disposal of all rubbish, paper, dried flowers, etc. shall be the responsibility of the lot owner(s), subject to the littering laws of the State of Maine.
- C. Disposal of such upon lots, avenues or in the nearby woodlands is forbidden.
- D. Picking flowers, breaking or injuring any tree or shrub, marring any stone or in any way defacing any object within a cemetery will, under the state laws, subject the offender to severe penalty.
- E. There will be no mounding of lots.
- F. Whenever a body is permanently disinterred from a grave and the grave is vacated, lots must be brought back to original appearance.
- G. The Town of Veazie shall have the right to remove from any lot – weeds, grass or any article which is deemed unsightly, improper or injurious to the appearance of the cemetery unless grandfathered.
- H. No person shall write upon, mark, scratch, deface or injure any lot, grave marker, fence, building or any structure in or around the cemetery. Any person found guilty of such damage shall be responsible for the cost of repairing the damage and be subject to the penalty imposed in these Rules and Regulations and the State of Maine.

18. INFRACTIONS

- A. Any violation or infractions of these rules will be subject to all the rights and liabilities reserved to municipalities and as duly provided for under Maine State Law.

Town of Veazie

CEMETERY RULES AND REGULATIONS

19. DEFINITIONS

- A. BURIAL VAULT - a strength tested vault of concrete, or steel that will withstand the weight of 10,000 pounds.
- B. CREMAINS - means the remains of a body that has been cremated.
- C. CREMAINS CONTAINER – container that is acceptable (i.e., urn, vault box)
- D. FLAGGING – markers placed by the Cemetery Sexton indicating boundaries of a given lot.
- E. GRAVE - a space occupied by 1 traditional burial
- F. GRAVE LOT - means a subdivision of land for the purpose of burial.
- G. GRAVE MARKER - means a flat or upright marker bearing the name of the interred deceased person for memorial purposes.
- H. LICENSEE - shall mean a person or persons who purchase a plot or plots.
- I. MONUMENT - means an upright marble, granite or stone or concrete monument erected on any lot or plot to memorialize one or more persons.
- J. SINGLE GRAVE – would be a space that would occupy 1 traditional burial or 2 traditional burials for children up to 5 years of age or 1 traditional burial and 1 cremains or up to 4 cremains.

20. SCHEDULE OF FEES (Refer to Section 7 for burial per lots)

A. Lot Prices:

SIZE	DESCRIPTION (All include Perpetual Care)	PRICE
8' x 10'	Half Lot (2 grave spaces)	\$ 500
16' x 10'	Full Grave Lot (4 grave spaces)	\$ 1,000
4' x 10'	Cremation Lot	\$ 500

B. Burial Prices:

- 1. Full Burial = \$450.00
- 2. Cremation = \$150.00

21. AMENDMENTS

- A. The Council reserve the right to amend and modify or make changes to these rules and regulations at anytime without notice.