

**Town of Lyman
Board of Selectmen Regular Meeting
August 10, 2021 -6:00 pm
Lyman Town Hall**

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

Others present: Michelle Felicitti, 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.

Entered into Executive Session

- a. Title 1-M.R.S.A. section 405 (6) (A) – reason: Personnel Matters
- b. Title 1 M.R.S.A. §405(6)(E) – Reason: Consultations with legal counsel

Motion by Vice Chair Ralph Blackington to censor John Tibbetts for his actions with Code Enforcement Office and Planning Board. 2nd by Thomas Hatch

4-1

ITEM #2 HEARING OF DELEGATIONS / PUBLIC INPUT

a. Public Input

– Michelle Felicetti asking about charter commission- will be discussed later.

Bob St. Onge asked about the status of the audit. Treasurer advised it was scheduled to begin on August 23rd.

b. Mail

Chair went over documents received which will be scanned into the minutes.

Treasurer explained a little bit about the franchise agreement for public access channels that will need to be addressed again. The court case was won in court so we will need to work on this in the future.

c. Complaints

ITEM #3 MINUTES

June 21, 2021; Motion by Dave, 2nd by Tom 5-0

June 28, 2021; Motion by David, 2nd by Rusty 5-0

July 6, 2021; Motion by Tom, 2nd by Dave 4-1-0

July 19, 2021; Motion by Dave, 2nd by Tom 5-0

ITEM #4 SIGN WARRANTS

a. Payroll Warrant #5 in the amount of \$18,696.58, motion by Rusty, 2nd by Dave 5-0

b. Payroll Warrant #7 in the amount of \$19,440.41, motion by Dave, 2nd by Ralph 5-0

c. Accounts Payable Warrant # 64 for FY 2021 in the amount of \$ 26,597.51 Motion by Rusty, 2nd by Tom 5-0

d. Accounts Payable Warrant # 65 for FY 2021 in the amount of \$3332.00 Motion by Tom, 2nd by Dave 5-0

e. Accounts Payable Warrant # 6 for FY 2022 in the amount of \$ 615,912.59 Motion by Tom, 2nd by Rusty 5-0

Selectman Alves Question about check # 8287 for Iworq asking if this is for the entire year. \$10,000 each year
He also had a question about check #8277 for Bean Data. Hourly and contract services are both part of this payment which included 2 computer repairs and replacements.
Selectman Hatch wondered what Aquaholics was and also about check #8280 which is for picking up the bad oil at the transfer station.

ITEM #5 UNFINISHED BUSINESS

a. Rustic Dreams Event Center – NEED to schedule a public hearing . Document from CEO advising a public hearing is needed for any special amusement permit and liquor license. CEO advised no reason to deny, but need to have public hearing. Chair Single wanted to reiterate that this liquor license is for the Rabbit Run location only. Question asked if any catering would be done elsewhere. Business owner Shawnte Sevigny advised it would only be at their location.

Public Hearing scheduled for August 19th at 6 P.M.

b. Oscar Littlefield Road – Road Work – Working with town attorney to get sign off from residents. There is an issue of the section of road not in the deed but will be working on this in the coming weeks to resolve it.

c. Walker Road – where are we at? Even though we moved the road, the owner still has road frontage. It may require a town vote to determine if any more road frontage would be given to property owner.

d. Kennebunk Pond – any new update? Road Commissioner advise that the state owns the guard rail. Also still working on getting power out there so that we can install cameras.

Resident Ken Burr advised that people are still parking outside the gates. Brad will be adding additional Towing Signs near the parking lot.

ITEM #6 DEPARTMENT AND COMMITTEE REPORTS

a. Road Commissioner Report –

Bad dip adjacent to Clarks Woods Rd off South Waterboro can be filled. 3 other roads for paving to get RFP's for. All other road striping is done with the exception of white lines due to no white paint availability across the state. Speed signs are slowing people down some, but not entirely. Also would like to add one at the 111 end of Kennenunk Pond Rd.

b. Treasurer Report

Nothing new to report.

ITEM #7 NEW BUSINESS

a. Discuss Options for Storage @ Town Hall

John Tibbets mentioned something similar to the storage container at transfer station – must be secure, must be weather proof, etc.

A portable classroom has also been mentioned previously by GA. Schiavi has some models that may work. Digital storage was also discussed and need to determine how long certain records need to be kept. It is definitely an issue. We need a place to store stuff. State and Federal mandates indicate how long records need to be kept. It has to be easily accessible and useful. Would need electricity and heat. A portable classroom may be a good option but need to be able to move heavy cabinets into, so would need to be accessible.

One idea is to covert what we can digitally first and then purge. Other option is to check with other towns to see how they handle.

b. Application for Cemetery Committee

Motion by David Alves to accept application, 2nd by Rusty. 5-0

c. PTO hours for CEO and Treasurer when changed to exempt

There are 2 employees that have PTO hours on the books. We need to know how to handle. These are salaried positions now so we would owe them money for the hours they had accrued when they were hourly. It is nothing that is budgeted for and the amount would be substantial. The treasurer would get the figures together for the next meeting to determine how funds would be paid out. An alternative is to pay it out over time until it gets paid down.

d. Vote to pay the following invoices from Bean Data and KCB from the 2020/2021 contingency account

We had estimated \$15,000 for the upgrade and went over that amount. More mowing from KCB has taken place as well and upgrade cost more than expected. Invoices came in at end of year. Invoices that come in after the end of fiscal year can still be paid. This is the last invoice to close the year. Jessica Picard asked why invoice not in prior to end of fiscal year. Chair Single advised that this happens all the time, invoices can be generated after our fiscal year ends but we still need to pay it.

We always try to be sure all invoices are in before FY ends but there are always some that won't. The bills need to be paid under last year's funds. Anything leftover usually goes into surplus. After the invoice is paid, the leftover will go into the surplus from the contingency fund.

Treasurer confirmed this is the very last invoice for fiscal year 2021. Take the funds out of 2021 contingency funds and the balance goes to surplus.

Motion by Rusty to approve payment for this invoice to close out fiscal year 2021. 2nd by Tom.

5-0

e. Request from Charter Commission to have information added to website

Charter Commission is part of town function but it is an independent committee. They want a page of their own to update. When they have information, they would normally CC clerk and IT. The board would prefer that the committee does the page on their own. Bean Data will give log in information to whoever will be doing the changes so that they are doing their own page and any fees from Bean Data would be billed directly to the committee.

There have been lots of requests from this Committee for photocopies and emails to town hall office. These functions should be done by the committee. In regards to Mail Chimp, Amber will get with Bean Data for list of email addresses.

f. New Appointments

Donna Richard as Deputy Treasurer; Donna Richard as Me Muni Assoc. Online University Admin

David Alves made a motion to accept, Tom 2nd.

5-0

g. Corporate resolution for Town Hall Banking

Ralph made a motion to accept, 2nd by John

5-0

Rusty made a motion to nominate Thomas Hatch as representative to the Fire Dept. Commission. , 2nd by Dave

John Tibbets wanted to know why. He said the

4-1

Motion to adjourn by Rusty, 2nd by Dave

5-0

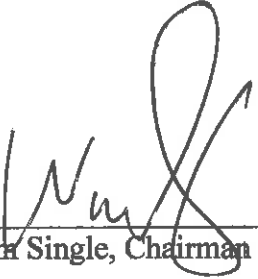
ADJOURN

Reconvene at 7:50 to discuss 63 Murphy's Way. This was a one day liquor license for a wedding.


Motion by Tom to approve, 2nd by Rusty

4-0

Motion to adjourn by Rusty, 2nd by Dave



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 four (4) pages are the original minutes of the Board of Selectmen Regular Meeting dated August 10, 2021.



Donna Richard