

**Town of Lyman  
Board of Selectmen Regular Meeting  
October 4, 2021 -6:00 pm  
Lyman Town Hall**

Board of Selectmen present: William Single, Chair; Ralph Blackington, Thomas Hatch, David Alves, John Tibbetts.  
Others present: Michelle Felicetti (YouTube recording), 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**

Contract Assessor David Sawyer addressed the town and selectman about the process completed for the new tax year. He advised tax bills were just about ready to go out. He advised he was asked last spring to come in to do some assessing to get things caught up after not having an assessor for over a year. He began training Laurie while also getting ready to prepare bills. He went over records from KRT revaluation and other focus was going through any transfers, new sales, back log of state forms to be caught up on as well as personal property. Dave then gave brief overview of how the assessing and tax commitment values are determined. In 2020 the revaluation was performed but not fully implemented. In 2020, they used figures from 2018-2019. The 2021 bills reflect the revaluation done in 2020. The commitment is calculated by taking the net appropriation divided by the net appraisal. He then presented a tax rate calculation sheet from the State of Maine to show how the figures are determined. The new MIL rate is 11.48%, up from 10.75 last year. The bills will be out by the end of the week and the first installment will be due November 1, 2021. Some discussion between Maurice St. Clair and the treasurer regarding the funds in surplus. Nothing has changed in this regard from the special town meeting vote. Estimated 2.9 in fund through June 30<sup>th</sup> with 2.3 needed to get through billing for the summer.

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

**a. Public Input**

Bob Schultz asking about any update regarding Oscar Littlefield Rd. We are still waiting to hear from attorney. Biggest question is whether we can use existing surveys or if we need updated survey done.

Shelley Tufts spoke regarding 12 Basswood. She is the owner and advised there has been a lot of clean up and new pictures were presented to the board from the CEO. Chair advised it is on the agenda to be discussed.

Dave Riley asked if Oscar Littlefield would be paved. We need to wait until the other issue is resolved.

Town Clerk announced Rabies Clinic for 11/6 and to advise that absentee ballots were in.

**b. Mail (copies attached at end of minutes)**

- Connect Maine looking for 2 volunteers from the board. Chair asked if Dave Alves would work on this with him. Broadband Infrastructure. This is separate from the Spectrum initiative. Treasurer spoke on this as well. July of 2020 a 15-million-dollar bond was voted on for perpetual fund. There are 2 grants available. We must sign up for them in October. This would be a non-lapsing fund. Need volunteers to form a group to work on this, but again it has nothing to do with our agreement with Spectrum.
- ARPA funds from federal government, our share over 2 years is \$477,066.58. We have received ½ and a separate account has been opened for it. Treasurer advised there are 4 categories in which we can spend the money. She advised which categories. They were read and will be attached at the end of the minutes.
- Eco Maine – rates going up \$3.00 per ton, the recycling rate stays the same.

**c. Complaints**

### ITEM #3 MINUTES

Minutes from 9/13/2021 Regular Meeting. Motion by Ralph, 2<sup>nd</sup> by Dave 4-1(abstained)

### ITEM #4 SIGN WARRANTS

Payroll Warrant # 20 in the amount of \$20,625.02 Motion by Dave, 2<sup>nd</sup> by Rusty 5-0  
Payroll Warrant #18 in the amount of \$21,407.04 Motion by Dave, 2<sup>nd</sup> by Rusty 5-0  
Accounts Payable Warrant #19 for FY 2022 in the amount of \$620,262.77. Motion by Tom, 2<sup>nd</sup> by Rusty 5-0

### ITEM #5 UNFINISHED BUSINESS

- Paving Bids
  1. Dayton Sand and Gravel – total bid \$199,918.00 (1146 tons)
  2. Allstate – total bid \$236,771.50 (1130 tons)
  3. Shaw Brothers – total bid \$290,447.25 (1157 tons)

David Alves advised they should be posted. Chair advised this is just to open the bids. All bids will be put on a spreadsheet and if need be, do a special meeting to determine who will get the bid. Road commissioner would like to know within a few days. Proposed a special meeting on Wednesday at 5. Bids given to road commissioner for review during the remainder of meeting.

### ITEM #6 DEPARTMENT AND COMMITTEE REPORTS

- CEO spoke on behalf of the property owner of 12 Basswood. Property is cleaned up. CEO advised it is up to the board. Dave Alves motion is to stop legal proceeding. 2<sup>nd</sup> by Tom.  
Attorney Morin mentioned a few options available but if satisfied he could file a dismissal.  
Dismissed by vote – 5-0
- Treasurer advised most of her items had already been discussed. She did have a breakdown of other funds She also discussed the Personnel Policy and the need to update it with the funds set aside for it. Dave Alves asked about the paid leave for salary employees. How do you regulate how much time is taken? The treasurer advised that the FLSA book in her office explains how the policy works and she can share with the board and they can always come in to the office to review it. FLSA is the Fair Labor Standard Act.
- Road Commissioner advised that the culverts at Clarks Woods Road are being dealt with. New road signs are being replaced, guard rails on beach side need to be decided on before winter. The flashing LED sign at end of Kennebunk Pond Rd will be replaced once the LED lights are in. The stop sign was destroyed by car accident.

### ITEM #7 NEW BUSINESS

- Town Clerk spoke on items needed for the upcoming election. Needs room completely emptied the day before. Dave Alves suggested a U-haul. Will need manpower to help move all items out on Monday, November 1<sup>st</sup>. Town Clerk will get pricing from U-haul. She will also need a ramp out back in case anyone in motorized cart or wheelchair comes in. She also needs more lighting out back for when people exit.
- Personnel Policy update - Tom and Rusty will look into this.
- Roland Fortin junkyard permit – he passed away. Will check with next of kin to see if junkyard will continue to operate by family members.
- Appointment for Tracy Jacek for CEO admin and for Dennis Anderson to the cemetery committee. Motion by Tom to accept both, 2<sup>nd</sup> by Rusty
- Tom brought up some concerns for the transfer station that need to be addressed
  - Steel plates at 2<sup>nd</sup> trash hopper to be bet back, safety hazard
  - All holes in the builder with the loader need to be fixed

The cover on the furniture bin needs to be fixed. The steel cover is coming off and the wood is falling apart. The lighting in the swap shop and where they store TV's as well as all outside lighting need to be addressed.

Marcel has been asked to get a total together to address the lighting as well as the conduit at the transfer station.

- There are 3 proposals for cooling in the computer server room.  
Haley's Metal – 12,000 BTU- \$8,295.00  
Zion Mechanical – 15,000 BTU - \$6,552.62  
True Comfort – 12,000 BTU - \$6,100

All similar systems and work proposed. We do not have this budgeted but can take out of Capital Improvement.

Tom made a motion for Zion Mechanical to be paid out of Capital, Rusty 2<sup>nd</sup>. This is based on delivery and installation within 4 weeks.

**Passed 5-0**

- Since Attorney Morin was present, the issue of Oscar Littlefield Road was brought up again. He was hoping to survey the whole thing but was too time consuming. He drafted an easement based on the travel portion of the road. Maurice St. Clair advised we already had this except for 2 signatures. Attorney will get a list of residents to prepare mailings. ROW in question whether it is 20 or 30 feet. Bob Schultz advised some properties had changed hands since the last time property owners were asked to sign off. Attorney will get the most updated list and copy of previous documents.

Motion to move forward by Dave, 2<sup>nd</sup> by Rusty. 5-0

**Rusty made a motion to go into EXECUTIVE SESSION, 2<sup>nd</sup> by Tom 5-0**

**Title 1-M.R.S.A. section 405 (6) (E) –consultations with legal counsel and Title 1-M.R.S.A. section 405 (6) (H)**

Consultation with code enforcement officer on a pending enforcement matters with District Court

**Title 1-M.R.S.A. section 405 (6) (C) – Acquisition of real property or economic development**

**Title 1-M.R.S.A. section 405 (6) (A) – reason: Personnel Matters**

Board came out of executive session at 9:30

Dave made a motion to accept the Dayton Sand and Gravel bid quote. 2<sup>nd</sup> by Rusty

**Passed 5-0**

**Motion by Dave to ADJOURN at 9 :33. 2<sup>nd</sup> by Rusty 5-0**

  
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William Single, Chairman

  
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Ralph Blackington, Vice-Chairman

  
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John Tibbetts

  
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David Alves

  
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Thomas Hatch

I, 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 October 4, 2021.

  
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Donna Richard