

Town of Lyman Charter Commission

Regular Meeting Minutes

September 2, 2021 – 6:33 P.M.

Note: These are summary minutes. A recording of the meeting is available on the Lyman Town Hall YouTube channel. Minutes are not verbatim. Minutes may be paraphrased for clarity. Minutes are draft until approved by the Charter Commission.

Members present - Peggy Macdonald, Jessica Picard, David Alves, Celeste Hatch, Roger Hooper, Don Herson, Amber Swett, Michelle Felicitti and Judith St. Onge

Motion was made by Roger Hooper, seconded by Judith St. Onge to accept August 5, 2021, Meeting Minutes. Unanimously approved.

Motion was made by Roger Hooper, seconded by Peggy Macdonald to accept August 19, 2021, Public Hearing Meeting Minutes. Unanimously approved.

Motion was made by David Alves, seconded by Roger Hooper to accept August 19, 2021, Regular Meeting Minutes. Unanimously approved.

Discussion regarding Charter Commission page on Town website. Meeting minutes, Mission Statement, and By-laws will be posted to page when training happens with Bean Data.

Discussion regarding search for Charter Commission attorney. Four attorneys have been contacted. All interested. One attorney is out due to conflict of interest. Don Herson and Jessica Picard had phone calls with the other three. Rates as well as qualifications we discussed. Don Herson and Jessica Picard feel they are all qualified. Recommendations from Don Herson are to meet with two of the lower cost attorneys. Motion made by Roger Hooper, seconded by Michelle Felicitti to interview attorneys from Kennebunk and Saco firms. Unanimously approved.

Don Hernon will send letter to attorney out of Portland thanking them for their time. Don Hernon will coordinate date and time for both attorneys to meet with the Charter Commission. Motion made by Michelle Feliccitti, seconded by Roger Hooper to meet with the attorneys before the next meeting starting at 5:00 pm. Unanimously approved.

Discussion regarding November meetings falling on holidays.

Discussion on how to split up Charter for our discussions. Motion made by Roger Hooper, seconded by Judith St. Onge for the Charter to be split up by section and worked on in order. Each section will be worked on for a fifteen-to-twenty-minute period. If not resolved in twenty minutes, section will be tabled to the next meeting. Unanimously approved.

Discussion regarding meeting dates for Charter Commission to speak with a town manager or town administrator from another town. Could possibly meet by Zoom to have further reach as far as towns located up north or other states. David Alves will contact the former Waterboro administrator and current city manager of Hallowell to see about getting a meeting. Shapleigh has administrator and Arundel has a manager. Roger Hooper will reach out to both. Will try to schedule those meetings on the same day as a regular Charter Commission meeting with an earlier start time. David Alves and Roger Hooper will provide dates and email Charter Commission members to set up best time for everyone. Will meet with one person at a time and will meet when is most convenient for them.

Michelle Feliccitti will make a new folder in Drive for other town charters. Will place Town of Waterboro, Kennebunk and St. George in there and any others that may be used.

Discussion regarding speaking with employees of towns who have previously worked in a town without a town manager then switched to manager style government. Tabled until after the holidays.

There was no public comment.

Discussion regarding Preamble section of charter. Use the recommendation from the 2015 Charter review “We seek to emulate”. Will not use the “Henceforth” section in the Preamble. That could be used in an introduction at the beginning of the Charter or in a definitions section.

All changes will be made on a working document to be reviewed with all changes being voted on later, all at one time.

Motion was made by Celest Hatch, seconded by Peggy Macdonald to adjourn meeting. Unanimous vote. Meeting adjourned at 7:49 PM.