

Town of Lyman
Select Board Regular Meeting Minutes
Monday October 17th, 2022 – Lyman Town Hall

October 17th, 2022, Regular Meeting Minutes of The Lyman Board of Selectmen.
This meeting is a public proceeding and is being recorded
The agenda is subject to change without notice.

Selectboard members present: Ralph “Rusty” Blackington, Thomas Hatch (Via Zoom), John Tibbets, David Alves, Jessica Picard

Selectboard members absent: None

ITEM #1 **SPECIAL OFFERS / PRESENTATIONS**

None

EXECUTIVE SESSION 1.M.R.S.A §405 (A)

Jessica Picard - Makes a motion to go into executive session per M.R.S.A §405 (A) personnel matters

John Tibbets – Seconds the motion

Motion passes: 4-0-1 (Thomas Hatch abstains from the executive session)

Jessica Picard – Makes a motion to come out of executive session. David Alves, seconds the motion

Motion passes: 4-0-1 (Thomas Hatch Abstaining)

The board comes out of executive session at 6:37pm

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

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

Michelle Felicitti – States the lights at the Kennebunk Pond beach are great. There was some discussion that they will need to be positioned downward a little bit so they’re not pointing at oncoming vehicles. Michelle notes there is no one hanging around the park at night.

b. Mail

- Paul Ala Email

CEO is following up on this inquiry.

- Kennebunk River Restoration Steering Committee

John Tibbetts – States he has some knowledge of this committee and what they have been working on. He would like to offer input to this committee from an agricultural perspective as a Select Board member. Lyman currently has 35% of streams that shed into the Kennebunk River. He also suggests having a couple interested Lyman residents participate serving as a committee of two or three people. As a liaison he will attend the Steering Committee meetings and provide informational updates via email.

David Alves – Makes a motion to appoint John Tibbetts as the Liaison.

Jessica Picard – Seconds the motion

Jessica Picard – Suggests having John attend the first meeting to conduct a reconnaissance then from there the board can evaluate the prospect of adopting a committee of more members.

Motion Passes: 4-0-1 (Thomas Hatch Abstains)

- Proposed 2023 State Valuation

Proposed 2023 State Valuation for Lyman - \$796,300,00.00

c. Complaints

None

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ITEM #3

MINUTES

Review/ approve meeting minutes 10/3/2022

Jessica Picard – Makes a motion to approve the minutes. John Tibbets Seconds. Motion Passes: 5-0-0

ITEM #4

SIGN WARRANTS

- a. Payroll Warrant #18 in the amount of **\$23,587.30**

David Alves motions to approve Payroll Warrant #18. John Tibbetts seconds. Motion passes: 5-0-0

- b. Accounts Payable Warrant #72 (FY2022) in the amount of **\$3,149.00**

John Tibbetts motions to approve Warrant #72. David Alves seconds. Motion passes: 5-0-0

- c. Accounts Payable Warrant #19 (FY2023) in the amount of **\$97,690.89**

Jessica Picard motions to approve Warrant #19. John Tibbetts seconds. Motion passes: 5-0-0

- d. Accounts Payable Warrant #20 (FY2023) in the amount of **\$11,500.00**

Thomas Hatch motions to approve Warrant #20. David Alves seconds. Motion passes: 5-0-0

ITEM #5

UNFINISHED BUSINESS

- a. Discussion from 8/22/22 on Tax Lien Foreclosure – Treasurer needs a formal motion, see minutes

Jessica Picard – Motions to waive the tax lien foreclosures for tax year 2021 on Lot 02, Map 037

John Tibbetts – Seconds the motion

Motion passes: 5-0-0

- b. KCB Contract – Discussion on moving forward

David Alves – States this was discussed over multiple meetings over the course of several months. A commitment was made and there is a timeline of events that was followed.

John Tibbetts – States when the original contract was written it included Cousins School but wasn't later changed to take the school out. We don't have any minutes on the meeting recording the vote.

David Alves – Should we make a motion to accept it now

Jessica Picard – Suggests legal counsel

David Alves – Motions to ask Legal Counsel if we can open the question again and retake the vote.

Jessica Picard – Seconds the motion

Motion passes: 5-0-0

ITEM #6

DEPARTMENT AND COMMITTEE REPORTS

- a. Road Commissioner

Brad Nikel – States walker road is paved and completed. It will be striped in the next few days. Oscar Littlefield Road, they will be starting to fine grade hopefully Wednesday then paving on Thursday. There was an issue with the turn around on Oscar Littlefield Road.

Matt Duross – Explains there was an emergency call on Oscar Littlefield Road towards the end of the road. After the crews were leaving, they tried to turn around but found there was a vehicle parked in the turn around. The fire truck eventually was able to turn around but ended up scraping the front bumper on a rock. The easements are written for plows but not necessarily emergency vehicles. That road in general, doesn't meet standards, and this will likely be a continuing issue. Him and Brad Nikel have discussed extending the pavement a little further.

David Alves – Suggests looking at all easements for turn arounds and updating them to include wording for emergency vehicles.

Brad Nikel – States some easements we have are only verbal. We may only have a couple in writing.

- b. Code Enforcement – Update on Harper Subdivision

Brenda Charland – States a brief update the planning board is reviewing a site plan review for a subdivision on Old Kennebunk Road and another Cluster Division is potentially submitting an application for Brock Road.

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- c. **David Alves** – Adds some discussion the Kennebunk Pond Beach Project. He has the architect plans available. He also met with the contractor regarding the LED Sign. The contractor will be starting that project soon.

ITEM #7

NEW BUSINESS

- a. Quote for electrical service – setting up meeting room microphones
Thomas Hatch – States the new tables and podium will be coming in soon. We will need to get an electrician to set up the new microphones. He has put a call out to another electrician to get a second quote.
- b. Pole Permit – Evolution site services, Middle Rd
David Alves – **Motions to approve the pole permit. Thomas Hatch Seconds the motion. Motion Passes: 4-0-1 (Jessica Picard abstains)**
- c. Text My Gov – Invoice
Thomas Hatch – States he has discussed this with the Treasurer. He doesn't believe it is being utilized.
Jessica Picard - Makes a motion to discontinue this service
John Tibbets – Seconds the motion
Rusty Blackington – States the invoice is for 2022-2023
Jessica Picard – Suggests discontinuing but ask for a prorated invoice for a partial year.
Motion passes: 5-0-0
- d. HVAC Contract Renewal – Contract Expires November 2022
David Alves – **Motions to approve the contract renewal**
Jessica Picard – Seconds the motion
Motion passes: 5-0-0
- e. Lyman Snowmobile Club – Lease expired. Does the board want to renew?
David Alves – Suggests holding off on renewing the lease and invite some of the members to the next meeting to discuss updates on the membership, trails and insurance before the board renews the lease. Where the lease is expired, it basically is now a tenant at will.
David Alves – **Motions the Snowmobile Club becomes a tenant at will until the lease is renewed.**
John Tibbets – seconds the motion
Motion passes: 5-0-0
- f. Appointment – Michelle Felicitti Warden of Nov 8th State General Election
Jessica Picard – **Motions to appoint Michelle Felicitti as Warden of Nov 8th State General Election**
John Tibbets – Seconds the motion. Motion passes: 5-0-0
- g. Appointments – Election Clerks: Suzanne Bauer, Michelle Tate, Deborah Littlefield.
David Alves – **Motions to appoint election clerks Susanne Bauer, Michelle Tate, and Deborah Littlefield. John Tibbets seconds the motion. Motion passes: 5-0-0**
- h. Appointments – Ballot Clerks – Susan Locke, Faith Richard, Carol Baker-Roux, Barbara Hull, Susan Gluck, Irene Single, Michelle Tate, Pricilla Ouellette, Theresa Clapp, Joanne Ricker, Jennifer Croteau, Susan Lachance, Suzanne Bauer, Deborah Littlefield.
John Tibbets – **Motions to appoint the Ballot Clerks as listed. David Alves Seconds the motion.**
Motion passes: 5-0-0

OTHER

Lindsay Gagne – Explains the board will need to approve a propane price contract, however, most companies end their contract season and will not accept new contracts at this time. We have a few quotes to look at and should decide soon to lock in a contract.

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David Alves – Suggests getting a quote from Champaign where they may come in cheaper. There is discussion regarding getting multiple quotes and going with the lowest option. The board can choose someone to make contacts and follow up with this on Tuesday.

David Alves – Makes a motion to appoint Lindsay Gagne as an agent to contact providers.

Jessica Picard – Suggest rewording the motion

David Alves – Rescinds his motion

Jessica Picard – Motions that Lindsay Gagne will attempt to contact at least three propane providers on the board's behalf and whichever the lowest price comes in the board will lock in a contract.

David Alves – Seconds the motion

Motion passes: 5-0-0

Thomas Hatch – Discusses the board approving emails for the planning board members so they are not using their personal emails for Town business. The expense for the remaining budget year would be around 336.00 dollars.

Lindsay Gagne – Explains the board recently decreased the zoom account and the funds would come out of that balance that is no longer being used.

John Tibbetts – Motions to approve the emails. **David Alves** seconds the motion. **Motion passes: 5-0-0**

Rusty Blackington – States he contacted the Electrical Inspector to look into the Select Board Clerks office not being connected to the generator for power outages. Marcel will be around to look into it more.

Brad Nikel – Asks the board what they are doing with Iworqs.

Jessica Picard – Motions to discontinue Iworqs

John Tibbetts – Seconds the motion.


Thomas Hatch – Suggests looking into other work order systems. If we discontinue using Iworqs we should download the historical data for Town records.

Brad Nikel – States he generates a PO for all work done. Something as simple as a spreadsheet would be beneficial for him.

Motion passes: 5-0-0

ADJOURN

David Alves Motions to adjourn the meeting. **John Tibbetts** seconds the motion. **Motion passes: 5-0-0**



Ralph "Rusty" Blackington (Chair)



Thomas Hatch (Vice Chair)



David Alves



Jessica Picard



John Tibbetts

I, Lindsay Gagne, Clerk to the Select Board of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of 4 pages are the original minutes of the Board of Selectmen Regular Meeting dated October 17th, 2022



Lindsay Gagne