

**Town of Lyman**  
**Select Board Regular Meeting Agenda**  
**Monday April 3<sup>rd</sup>, 2023 – Lyman Town Hall**

Welcome to the April 3<sup>rd</sup>, 2023, Regular Meeting of The Lyman Board of Selectmen.  
This meeting is a public proceeding and is being recorded.

**PLEDGE OF ALLEGIANCE**

**ITEM #1**      **SPECIAL OFFERS/ PRESENTATIONS**

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

- a. Public Input – *Public in attendance will have up to 5 minutes to address the Board. Please use the podium to address the board.*
- b. Mail      •York County Sheriff's insider bulletin.      •York County Sherriff's Monthly Report
- c. Complaints

**ITEM #3**      **MINUTES**

- a. Review / Approve meeting minutes 3/20/2023.

**ITEM #4**      **SIGN WARRANTS**

- a. Payroll Warrant **#43** in the amount of **\$25,430.52**
- b. Accounts Payable Warrant **#42 (FY2023)** in the amount of **\$606,761.41**

**ITEM #5**      **UNFINISHED BUSINESS**

- a. ARPA funding – discuss RFPs. Where are we at?
- b. Planning Board – Request for Ordinance Amendment to be put to Town Vote
- c. Requested Waivers for Insurance Requirements, discussion from last meeting.  
    •Parks & Recs, re: Musicians      •Town Clerk, re: Moderator
- d. Stagecoach Road, discussion from last meeting.
- e. Review/ Approve Field Use Request forms.
- f. IT Committee – approve a statement of purpose.
- g. Bunganut Committee – discussion from last meeting

**ITEM #6**      **DEPARTMENT AND COMMITTEE REPORTS**

- a. Road Commissioner –
- b. Fire Chief –
- c. Tax Clerk –
- d. CEO – Question re: building permits on Discontinued roads. Review Updated Zoning map
- e. Treasurer – Expense Report
- h. Town Hall Expansion Committee – Open RFP's for Architect/Engineer Services
- f. Other -

**ITEM #7**      **NEW BUSINESS**

- a. Request for Board approval on expenses for TRIO Upgrade, see memo.
- b. Review Hold Harmless for tree cutting, Contractor requesting sub-letting approval
- c. Review Hold Harmless for Jim Murphy, Contractor requesting waivers.
- d. Appointment, review/approve committee application for Bunganut Committee  
    •William Single      •Michelle Felicitti
- e. Appointment, review/approve committee application for IT Committee  
    •William Single      •Michelle Felicitti

**EXECUTIVE SESSION**

1.M.R.S.A §405 (A) personnel matters

**OTHER**

**ADJOURN**



# York County Sheriff's Office

## THE INSIDER

Jan - March 2023 Volume 1



Message from:

### Sheriff William L. King Jr.

Dear Town Leader,

This bulletin is designed to make you aware of the work being done by the York County Sheriff's Office. Our three major divisions, Patrol, Corrections, and Civil Processing deliver exceptional service to York County Communities.

The Sheriff's Office modified their call share agreement with the Maine State Police to better serve our communities. The State Police reorganized and created a Southern Field Troop command with a concentration of troopers assigned to northern York County and southern Oxford and Cumberland Counties – as such, this concentration provides a quicker response to those northern communities like Limington, Cornish, Hollis, Limerick, and Parsonsfield (part time). The Sheriff's Office has primary responsibility for the other York County Towns that do not have an organized Police Department.

Thus far, we believe this has provided more efficient policing services to our towns.

The Jail continues to be a leader in contemporary corrections and addressing the opioid epidemic that leads to many individuals to become justice connected. As such, we have the largest medicated assisted treatment program, often referred to as "MAT", of all county jails. Once stabilized on MAT, an individual can better focus on the emotional work that is required to address the root causes of their addiction. We believe this effort will pay off with reduced recidivism and releasing residents to be

productive members of our communities.

Our Civil Division continues to be productive and is the second largest Civil Processing Division in the state. All Civil Deputies wear uniforms and have full law enforcement authorities, which is a force multiplier for local law enforcement as they go about their duties throughout the county.

Thank you for taking the time to read this bulletin. We welcome any suggestions or comments you may have.

### Deputy Spotlight

**Deputy Alexander Markellos** was born and raised in Maine and has served as a Law Enforcement Officer for 5 years. He began his career as a Patrol Officer for the City of Lewiston and has been with the York County Sheriff's Office since April of 2021.



Before graduating from the 36<sup>th</sup> Basic Law Enforcement Training Program at the Maine Criminal Justice Academy Deputy Markellos graduated from The Citadel, The Military College of South Carolina where he earned his bachelor's in criminal justice. After graduation, Deputy Markellos enlisted in the United States Marine Corps as an Infantry Squad Leader, having been deployed to Iraq, Jordan, and Syria before being honorable discharged in 2018 with the rank of Sergeant.

Deputy Markellos enjoys the outdoors his home state of Maine has to offer, specifically waterfowl hunting, alpine skiing, and golf. Deputy Markellos currently holds an agency specialty serving as an Operator on the Southern Maine Special Response Team.

## Wreaths Across America

Deputy Justin Titcomb and Deputy James Oliver assisted in escorting the Wreaths Across America convoy from Maine to Arlington National Cemetery. The wreaths were then placed at the final resting place for America's fallen soldiers. Deputy Titcomb is currently serving in the Army National Guard and



Deputy Oliver is a U.S. Army Veteran. On Day 4 of the Wreaths Across America convoy, York County Sheriff's Deputies were able to stop and pay respects at the New Jersey Vietnam Memorial in Holmdel, New Jersey.



### Honor Guard Appearances:

The Honor Guard has made many appearances to display the colors at such venues as Cross Insurance Arena, Hadlock Field, and Fenway Park. They also participate in other events to include funerals, dedications, and parades. We have a very professional group of employees from both the patrol and corrections divisions that dedicate their time to be a part of this great unit.



### Field Force Team Training

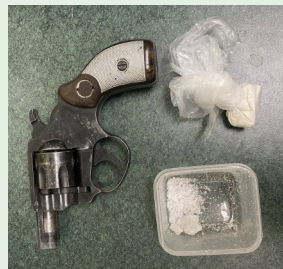
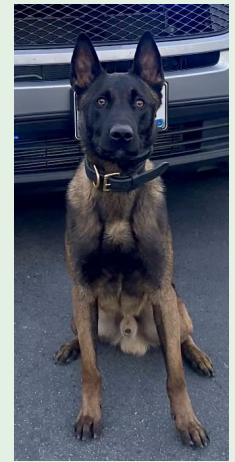
Deputy Oliver recently attended phase two of the Field Force training at the FEMA Academy in Anniston, Alabama. This training concentrated on extrication of individuals on highways or buildings that are attempting to disrupt travel or commerce. The York County Sheriff's Office is spearheading a regional Field Force Team consisting of officers from area police departments.



## K-9 CORNER

### K-9 Rebel makes first drug/gun seizure

On December 11, 2022, at approx. 4:30 am, Deputy Cody Frazier and K-9 Rebel of the York County Sheriff's Office responded to a business in Cornish for a suspicious activity complaint. Deputy Frazier arrived on scene and located the vehicle in question. During the subsequent investigation, K9 Rebel was deployed to conduct an exterior sniff of the involved vehicle. K-9 Rebel had just recently graduated from narcotic detector school. K9 Rebel alerted to the odor of illegal narcotics. A search of the vehicle was conducted and



1.9 grams of meth, 5.1 grams of fentanyl, along with a firearm and other drug related items were located. Richard Fenderson (50 years old of Hiram) was charged with Unlawful Possession of Fentanyl and Unlawful Possession of Methamphetamines.

### Traffic Detail in Lebanon leads to large drug seizure

The York County Sheriff's Office has been awarded \$37,401 from the Maine Bureau of Highway Safety to conduct specialized traffic enforcement details. These details focus on speed, distracted driving, and impaired operators. The deputies are assigned areas where frequent crashes take place or community members report issues. On Tuesday, February 14, 2023, at approx. 1230 pm. Deputy Cody Frazier stopped a vehicle on Rt. 202 in Lebanon for a traffic infraction. Probable cause was established to search the vehicle and located was approx. 109 grams of fentanyl and 161 grams of crystal methamphetamine. The street value of the fentanyl is approx. \$15,000 and the methamphetamine approx.

\$16,000. Also seized was \$1,860.00 in suspected drug proceeds. The defendant was charged with two counts of Aggravated Trafficking of Scheduled Drugs (Class A).



## Community Events



On December 27th, Deputy Cody Frazier and K-9 Rebel met with students at the Carl L. Lamb School in Sanford. Deputy Frazier spoke about the K-9 program and how K-9 Rebel serves our communities.



## Santa's Helpers



Deputy Titcomb assisted Santa in his yearly duties at an event in Arundel this past Christmas.



## Jail Staffing is a Challenge

Staffing jails is a challenge in the state of Maine and across the Country. The York County Jail is no different. We found ourselves in a State of Emergency, nearly every week for over a year. This is costly and the burden placed on staff having to cover the vacant hours does cause burnout amongst our staff. Since the start of the quarter, we have not gone into a State of Emergency. We have identified recruitment and retention as a priority. We had to think creatively and change some of our hiring practices because we could not bring staff in quickly enough. We were fortunate enough to have a class of ten graduates at the end of December and we had 3 more graduates on February 27, 2023 from the Maine Criminal Justice Academy. We renovated our small break room and created a large breakroom for all Staff at the York County Sheriff's Office. Our staffing numbers are increasing allowing us to start the process for promotional opportunities and Specialty team opportunities.

Front row Left to right: *Officer Kelsey Daniels, Officer Tiffany Phelps, and Officer Wayne Plummer*



Back row left to right:  
*Capt. Dave Lambert,  
Jail Administrator  
Nathan Thayer, and  
Chief Jeremy Forbes*

**Congrats!**

## York County Jail Corrections Graduation

On December 21st, 2022, eight York County Correctional Officers graduated from the 71<sup>st</sup> Basic Corrections Training Program at the Windham Correctional Facility.

### Staff Pictured:

- 1.) Chief Deputy Jeremy Forbes
- 2.) JA Major Nathan Thayer
- 3.) Training LT Michael Perry
- 4.) Operations Captain Carl Ronco
- 5.) Admin Captain David Lambert

### Newly Graduated:

- 1.) Stanely White
- 2.) Don-Peter Lane
- 3.) Harry Reed
- 4.) Tymoore Kashmiry
- 5.) Matthew Probin
- 6.) Tyler Stone
- 7.) Janet Callahan
- 8.) Lori Chagnon

**Welcome to the Team!**



# Jail Programs



The York County Jail has and will continue to create a culture of respect. Staff and residents incarcerated are expected to treat one another respectfully. The York County Jail has spent much of its efforts on resident programming to ensure resident success in the community when released from Incarceration.



We have one of the largest county **MAT** (*Medications Assisted Treatment*) programs in the State, which offers medication and treatment. The treatment program includes grief and loss groups, relapse prevention and triggers, criminal addictive thinking, group counseling, individual counseling, AA, NA, peer support, faith-based services specifically for residents in recovery, and a robust re-entry process. In January we had 3 residents successfully complete an online 30-hour peer recovery coach training from inside the jail.



Other Programs we are offering are HISETT, college courses, guitar classes, art classes, gardening (Seasonal), and Life Skills (Resume building, workplace skills assessments, mock job interviews, etc.). Recently there was an art show, Life of Winter, hosted at Nasson facility in Springvale. Artwork created by the residents at the jail was on display, and there were even offers to purchase the artwork.



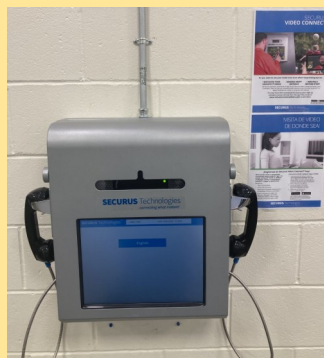
## VIDEO VISITATIONS

Technology is becoming more integrated with jails and prisons around the country. The York County Jail has followed this trend by bringing in tablets and video visitation. The residents can communicate with family and friends through text, email, and calling on the tablets.



These tablets also provide a source for educational and entertainment purposes.

The video visitation allows family and friends to have a video visit from the comforts of their homes. This is especially important for those residents whose families live out of State.



## Jail Security Upgrades



In a facility that runs 24 hours a day 7 days a week, there are often many maintenance needs and facility upgrades that need to be addressed. We recently completed having all cameras in the jail replaced and the software upgraded to meet the security needs of the facility. A body scanner was bought to increase security and decrease the amount of contraband brought into the facility by newly arrested individuals. We are currently having all our PLC's (Programmable Logic Controller) replaced. The PLC's are the brains behind equipment such as doors, locks, touch screens, intercoms, and cameras. The system we had was the original system which was outdated and was no longer upgradeable. This new system will be much safer for staff and residents.

As of today's date, we have had 294 intakes from 01/01/2023 thru 02/28/2023. Our partnership with Maine Pre-trial is tremendous and they are an asset to keeping our population manageable. The population at the York County Jail is running on average 92% Pre-trial or unsentenced.

## ITEM #2: (b.) Mail

Dispatch Analysis

Printed: 03/30/2023

## Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>	<u>%</u>	<u>Avg. Arrive</u>	<u>Avg. Time @ Scene</u>
ANIMAL COMPLAINT	0	3	3	< 1	26.02	5.98
Administrative	63	0	63	11.5	0.08	64.84
ALARM, BURGLAR - 2 man call	0	6	6	1.1	6.87	10.63
Announcement	0	5	5	< 1	0	0
ASSAULT - past	0	1	1	< 1	0	0
ASSIST CITIZEN	1	6	7	1.3	21.36	16.91
Assist Other Agency - Other	1	4	5	< 1	7.68	2.08
Assist Other Agency - Police	2	6	8	1.5	10.09	98.19
M/V COMPLAINT - DTE, OUI, ATV	0	10	10	1.8	4.64	7.05
BURGLARY OF A MOTOR VEHICLE	0	1	1	< 1	3.28	56.37
BUILDING/AREA CHECK	3	0	3	< 1	0	1.28
COMMUNITY POLICE CONTACT	3	0	3	< 1	0	3.13
COMPLAINT	0	3	3	< 1	0	0
DHHS CALL/REFERRAL	0	1	1	< 1	0	0
DISTURBANCE - 2 man call	0	7	7	1.3	10.07	16.96
DISABLED MV	4	2	6	1.1	22.43	24.02
DOMESTIC DISTURBANCE - 2 man	0	2	2	< 1	14.03	51.92
DIRECTED PATROL	6	0	6	1.1	0	24.98
Domestic Violence Follow-up	4	0	4	< 1	0	10.44
MEDICAL w/ Assist	0	1	1	< 1	14.18	4.04
MUTUAL AID - FIRE	0	2	2	< 1	8.60	16.80
MUTUAL AID - EMS	0	5	5	< 1	9.22	8.46
VEHICLE CRASH - FIRE / EMS	0	2	2	< 1	13.58	32.92
FOLLOW-UP INVESTIGATION	20	6	26	4.7	0.09	67.77
9-1-1 HANG UP	0	6	6	1.1	0	1.47
HARASSMENT	0	1	1	< 1	0	0
HOMELESS	1	0	1	< 1	0	49.26
INTEL	0	8	8	1.5	1.53	25.46
Juvenile Offenses	0	1	1	< 1	26.25	40.63
LARCENY /FORGERY/ FRAUD	1	1	2	< 1	0	15.88
9-1-1 MISDIAL	0	2	2	< 1	0	0
M/V ACCIDENT - PROPERTY DAMAGE	0	5	5	< 1	5.88	35.59
M\V SLIDE OFF	1	3	4	< 1	6.26	36.73
MOTOR VEHICLE STOP	81	0	81	14.8	2.13	12.25
NOISE COMPLAINT	0	1	1	< 1	17.58	30.17
NCIC Entries	0	1	1	< 1	0	0
ON-DUTY TRAINING	2	0	2	< 1	0.75	54.17
OPEN LINE	0	5	5	< 1	12.41	4.28
CRUISER INSPECTION	140	8	148	27.0	0.03	1.05
PAPER WORK	0	2	2	< 1	5.63	8.48
PROPERTY RELEASE	1	0	1	< 1	0	0
FOUND/LOST PROPERTY	0	1	1	< 1	0	0
PARKING VIOLATION	0	1	1	< 1	0	0
SERVE RESTRAINING ORDER	4	9	13	2.4	9.39	29.82
Road Hazard - NO PAGE	0	1	1	< 1	0	0
Phone/Mail/Computer Fraud	0	1	1	< 1	0	0.03
STOLEN VEH	0	1	1	< 1	2.53	45.21
SUSPICIOUS ACTIVITY	2	6	8	1.5	12.09	20.94
SEX OFFENDER REGISTER/VERIFICA	3	9	12	2.2	6666667E-02	27.12
TERRORIZING/THREATENING	1	0	1	< 1	0	33.00
TRAFFIC CONTROL	0	1	1	< 1	0	0
Trespassing	0	3	3	< 1	19.49	23.74
Violation Condition of Release	0	1	1	< 1	12.15	75.56
VIOLATION OF PO	0	1	1	< 1	19.72	60.40
SERVE WARRANT	4	9	13	2.4	15.70	35.31
WELFARE CHECK	0	2	2	< 1	9.31	2.45
Call Transfer to another PSAP	0	5	5	< 1	0	0
YSO Overtime page	0	32	32	5.8	0	0
<b>TOTAL</b>	<b>348</b>	<b>200</b>	<b>548</b>	<b>100</b>	<b>8.94</b>	<b>23.23</b>

## Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>	<u>%</u>	<u>Avg. Arrive</u>	<u>Avg. Time @ Scene</u>
ANIMAL COMPLAINT	0	5	5	2.7	11.98	34.44
ALARM, BURGLAR - 2 man call	0	1	1	< 1	22.62	1.95
ASSIST CITIZEN	0	8	8	4.4	7.94	22.43
Assist Other Agency - Other	0	3	3	1.6	10.49	54.74
Assist Other Agency - Police	1	2	3	1.6	11.49	15.26
M/V COMPLAINT - DTE, OUI, ATV	0	11	11	6.0	9.16	14.63
BUILDING/AREA CHECK	5	0	5	2.7	0	0.11
COMMUNITY POLICE CONTACT	4	0	4	2.2	0	10.93
DISTURBANCE - 2 man call	1	5	6	3.3	7.94	18.36
DOMESTIC DISTURBANCE - 2 man	0	2	2	1.1	10.30	67.44
DIRECTED PATROL	2	0	2	1.1	0	6.83
Domestic Violence Follow-up	2	0	2	1.1	0	6.68
MEDICAL   ECHO LEVEL	0	1	1	< 1	16.20	40.15
ESCORT/TRANSPORT	0	2	2	1.1	21.62	65.20
MUTUAL AID - FIRE	0	1	1	< 1	0	0
VEHICLE CRASH - FIRE / EMS	0	4	4	2.2	15.16	62.69
FOLLOW-UP INVESTIGATION	8	1	9	4.9	0	35.12
9-1-1 HANG UP	0	11	11	6.0	30.27	4.14
HARASSMENT	0	1	1	< 1	0	0
HARASSMENT BY PHONE	0	2	2	1.1	11.05	13.23
INTEL	0	4	4	2.2	0	0.55
LARCENY /FORGERY/ FRAUD	0	6	6	3.3	11.25	18.89
Mental Health Call	0	2	2	1.1	10.60	25.36
Mental Health Support	0	1	1	< 1	5.67	69.22
9-1-1 MISDIAL	0	3	3	1.6	0	0
MISSING PERSON - NOT RUNAWAY	0	1	1	< 1	0	0
M/V ACCIDENT - PROPERTY DAMAGE	1	11	12	6.6	8.73	22.45
M\V SLIDE OFF	5	5	10	5.5	9.65	17.35
MOTOR VEHICLE STOP	26	0	26	14.3	0.03	7.28
NOISE COMPLAINT	0	4	4	2.2	8.64	7.28
OPEN LINE	0	2	2	1.1	26.00	6.00
CRUISER INSPECTION	1	0	1	< 1	0	0.13
PAPER WORK	1	2	3	1.6	0.05	36.46
FOUND/LOST PROPERTY	0	1	1	< 1	0	0
PARKING VIOLATION	0	1	1	< 1	0	0
SERVE RESTRAINING ORDER	0	3	3	1.6	13.55	22.49
Road Hazard - NO PAGE	0	2	2	1.1	11.22	2.58
Phone/Mail/Computer Fraud	0	1	1	< 1	34.18	0.12
SUSPICIOUS ACTIVITY	0	5	5	2.7	14.77	18.42
TERRORIZING/THREATENING	0	1	1	< 1	10.12	19.40
Truancy	1	0	1	< 1	0	29.08
VANDALISM	0	1	1	< 1	28.62	14.90
SERVE WARRANT	3	0	3	1.6	0.03	11.48
WELFARE CHECK	0	3	3	1.6	10.74	16.51
Call Transfer to another PSAP	0	2	2	1.1	0	0
<b>TOTAL</b>	<b>61</b>	<b>121</b>	<b>182</b>	<b>100</b>	<b>11.90</b>	<b>19.04</b>

# ITEM #3: (a.) Minutes

Town of Lyman  
Select Board Regular Meeting Minutes  
Monday March 20<sup>th</sup>, 2023 – Lyman Town Hall

**Selectboard members present:** Ralph “Rusty” Blackington (Chair), Thomas Hatch (Vice Chair), David Alves, Jessica Picard, John Tibbetts

**Selectboard members absent:** none

## EXECUTIVE SESSION

1.M.R.S.A §405 (C) real or personal property matters.

1.M.R.S.A §405 (A) personnel matters

**Thomas Hatch – Motions to go into executive session per 1.M.R.S.A 405 (C) real or personal property matters and 405 (A) personnel matters.**

**Jessica Picard – Seconds the motion. Motion passes: 5-0-0**

**Jessica Picard – Makes a motion to come out of executive session. John Tibbetts seconds. Motion passes: 5-0-0**

**David Alves – Motions to restructure payment on back taxes owed on account number 1401 Map and Lot 11-118-22 with no professional fees for a 38 and half month period at \$300.00 per month.**

**Thomas Hatch – Seconds the motion. Motion passes: 5-0-0**

## ITEM #1 SPECIAL OFFERS/ PRESENTATIONS

none

## ITEM #2 HEARING OF DELEGATIONS / PUBLIC INPUT

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

**Brad Nikel** -Requests the Board’s approval for him to initiate a Go Fund Me page to raise funds to put a granite bench for Maurice St. Claire to be put over at the library.

o **Katrina Randal – Inquiry regarding property access dispute off of Old County Rd**

**Katrina Randal** – Explains a resident, Ray Poirier, has been barring access on sections of Stagecoach Road. She explains this road has been discontinued by the Town and does not seem to have a public easement established to allow abutters to travel over the abandoned roadway. She submits letters and copies of state statutes regarding abandoned roads into the record. Records indicate the Town voted in 1921 to discontinue the Stagecoach Road. She would like the Town to contact the individual to instruct them passage can be made by others on this roadway.

**David Ales** – Asks if the CEO has had any issues with this?

**Brenda Charland** – States she currently is dealing with five discontinued roads and inquiries regarding buildable land lots. If the property owners don’t claim the land to the centerline of the road in their deed then there will remain a public easement. Because the roads fall on the zoning map for Lyman, she believes she is obligated to issue a building permit on these roads. However, some of these roads are being blocked off by property owners, some are being maintained by property owners, and some are not being maintained.

**Katrina Randal** – Reads guidelines explaining any roads discontinued prior to September 3<sup>rd</sup>, 1965 left no public easement and case law dictated that ownership of the way reverted back to the abutters on each side to the centerline of the road. Abutters may legally bar the public from using the road in this situation, however the exception to this rule is a public easement is retained in a pre-1965 discontinuance if the warrant article authorizing the discontinuance



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specifically provides for the retention of a public easement. Abandonment occurring after September 3<sup>rd</sup>, 1965 terminates the Town's maintenance obligations and a public easement is automatically retained.

**David Alves – Makes a motion to look into the language of the 1921 warrant article.**

**John Tibbetts – Seconds the motion. Motion passes: 5-0-0**

- **Karen Kane – Inquiry regarding forming a Bunganut committee**

**Karen Kane –** Proposes to the Board that they form a committee for Bunganut Park to help move improvements forward. The committee would work with the Board liaisons for the beach side and field side to help support plans around the ARPA funding project. They would also look into management strategies for the Park and over a longer term, serve to prospect better improvements overall and how to get more activities year-round.

**John Tibbetts –** Recommends having Parks and Recs participate with the committee as well.

**David Alves – Makes a motion to form a Bunganut Park Committee with Thomas Hatch as Beach Side liaison and Ralph Blackington as Field Side liaison.**

**John Tibbetts – Seconds the motion. Motion passes: 5-0-0**

**Ralph Blackington –** Suggests the board have a workshop to discuss some of the logistics.

**Jessica Picard – Makes a motion to take Item #6, letter (d) out of order.**

**John Tibbetts – Seconds the motion. Motion passes: 5-0-0**

**Don Hernon –** Explains the Planning Board put together an article question to go to a Town Vote for an ordinance amendment on Contract Zoning. Primarily the amendment would remove the language "but not limited to" and add language "provides reasonable expectations of an overall benefit to the Town as a whole.". The current language seems to be too open ended and does not mirror state statute on contract zoning. The Planning Board is requesting the Board put this on Town Meeting floor rather than secret ballot so there can be discussion of the amendment if voters have questions.

**Thomas Hatch –** States Funky Bow was one of the contract zoning permits. If the language were to be removed as stated above, would a similar situation like that be able to happen again?

**Don Hernon –** States it would be able to because a brewery is allowed in other zones. He states he thinks the Town shouldn't allow a contract for something that isn't allowed anywhere else in the Town. The words "but not limited to" allows for more wiggle room.

**David Alves –** States we have a new Charter with a new procedure in place for ordinance amendments so more citizens can get involved and vote on these. The Planning Board had a public hearing and nobody showed or gave comment on this and that is the reason he advocated to have the new procedure added to the revised Charter. He feels the public should be more informed and have the Ordinance Review Committee get involved in this.

**Joe Wagner –** States with the language "but not limited to" an applicant may press the limits potentially into litigation.

b. Mail none

c. Complaint none

**ITEM #3**

**MINUTES**

- a. **Review / Approve meeting minutes 3/6/2023.**

**David Alves –** States on page four he said the leagues were putting together their Fall programs together, he meant to say the Spring programs and wanted to clarify that.

**Jessica Picard – Motions to accept the minutes. David Alves seconds. Motion passes: 4-0-1 (Thomas Hatch abstains, he was not present at the last meeting).**

Town of Lyman  
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**ITEM #4**

**SIGN WARRANTS**

- a. **Payroll Warrant #41 in the amount of \$27,177.74**  
**Thomas Hatch – Motions to accept. Jessica Picard seconds. Motion passes: 5-0-0**
- b. **Accounts Payable Warrant #40 (FY2023) in the amount of \$64,664.62**  
**Thomas Hatch – Motions to accept. Jessica Picard seconds. Motions passes: 5-0-0**

**ITEM #5**

**UNFINISHED BUSINESS**

- a. **Annual Town Report Dedication – Tabled from last meeting.**  
There is discussion among the board to elect the Cemetery Committee and include a memoriam page for Maurice ST. Claire.  
**David Alves – Makes a motion to dedicate the Town Report to the Cemetery Committee**  
**Thomas Hatch – Seconds the motion. Motion passes: 5-0-0**
- b. **ARPA funding – discuss RFPs. Where are we at**  
**David Alves – Motions to take Item #7, letter (i) out of order. To address the purchase order to pay the architect for the Kennebunk Pond Beach as this pertains to the ARPA funding.**  
**Thomas Hatch – Seconds the motion. Motion passes: 5-0-0**  
**David Alves – Motions to approve the Purchase Order for David Maines Architect Services.**  
**John Tibbetts – Seconds the motion. Motion passes: 5-0-0**  
**Karen Kane – Asks the Board if they will designate a deadline to get all the RFPs together and ready to send out.**  
The board agrees all RFP drafts will be due by May 1<sup>st</sup> for the board to start the process advertising them.
- c. **Appointment LHO – Review/ approve, application submitted.**  
**Jessica Picard – Motions to appoint Eileen Kelly to the position of Local Health Officer.**  
**David Alves – Seconds the motion: Motion passes: 5-0-0**
- d. **Handicap ramp – discussion on project**  
**Ralph Blackington – States he was told the ramp was not required for elections. Some discussion with the board there may still be a need for general handicap accessibility and the board has already approved the spending out of Capital Improvement.**
- e. **Old Kennebunk Road – review/ discuss procedure, see email**  
**Lindsay Gagne – Explains Town Council has outlined the procedure to start the process to abandon the road. Town Council believes the Town already has the supporting evidence that the road has been discontinued and is no longer being maintained which is the first step. The board will need to schedule a public hearing. Affected property owners will need to be notified at least 30 days prior to the hearing, which Town Council will ensure the notices will get sent out. The board will vote after the public hearing to abandon the road and will also need to vote if a public easement will be retained. After the appeals timeline is finished the decision and easement gets recorded in the registry of deeds. At this time, the Board will need to schedule a public hearing.**  
**Jessica Picard – Motions to schedule the Public Hearing for May 15<sup>th</sup>, 2023 at 6:00pm**  
**Thomas Hatch – Seconds the motion. Motion passes: 5-0-0**
- f. **Discuss Municipal Election, review/sign orders**  
**Jessica Picard – Makes a motion to approve the order that the Municipal Election be held on June 13<sup>th</sup>, 2023. John Tibbetts – Seconds the motion. Motion passes: 5-0-0**  
**Jessica Picard – Makes a motion to approve the order that the Annual Town Meeting be held on June 15<sup>th</sup>, 2023. Thomas Hatch – Seconds the motion. Motion passes: 5-0-0**

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**ITEM #6**

**DEPARTMENT AND COMMITTEE REPORTS**

a. **Ordinance Review Committee – review/approve bylaws & mission statement**

**Jessica Picard – Motions to approve the Ordinance Review Committee Bylaws and Mission statement as submitted.**

**John Tibbetts – Seconds the motion. Motion passes: 5-0-0**

b. **Parks and Recs – Requested waiver for insurance documents, see email.**

**Holly Hart –** Explains to the Board there is specific insurance information required per policy, but for the bands that come out for the music in the park this is too much or them to fill out. They are not licensed businesses that have these insurances available.

**Jessica Picard –** Makes a motion to waive any Parks and Recs entities that are working for the Town less than two times a year. After brief discussion, Jessica Picard rescinds her motion.

**Thomas Hatch –** Asks to get confirmation the Town has appropriate coverage if they decide to waive the insurance requirements.

**Holly Hart –** States they have talked with the bands, and they are not required to do this per other Towns.

**Jessica Picard –** States if waiving these there should be parameters. The board can get more information for the next agenda.

**Holly Hart –** Asks if the board will also waive the W9 because the band doesn't have an LLC. The Board discusses collecting more information to verify a few things.

c. **Town Clerk – Requested waiver for insurance documents, see email.**

**Ralph Blackington –** States this falls under the same as above. The board can gather some more info.

d. **Planning Board – Request to add Ordinance Amendment Article to Town Meeting Warrant.**  
Item moved out of order and discussed above.

e. **Road Commissioner –**

**Brad Nikel –** States he had a lot of issues with people pushing snow across the roads. He recommends the Select Board notify violators with a certified letter that this is a finable offense and send out a fine if violations continue. He will take a picture documenting it next to a mail box with a house number. He also reports the Solar sign at Bunganut was destroyed but is still functioning. He may be able to salvage the sign if it still works. He asks the Board what they want to do with South Waterboro Road for the Budget. Reflective cracking is already coming up through. Lastly, He is looking into some federal grant money for bridges and replacing some fish chase ways.

**Jessica Picard –** Confirms the board will be discussing South Waterboro Road in a workshop.

**David Alves –** Suggests the Board should look into getting a bond for the road.

f. **Fire Chief –**

**Matt Duross –** Recruitment for open positions is coming along. The extrication Equipment arrived, and they are still waiting for the ballistic vests.

g. **Tax Clerk – February Report ,** Reviewed in agenda packet.

h. **CEO – Review/approve – Updates to fee schedule, review/approve. Discussed at last meeting**

**Jessica Picard – Motions to accept the updated fee schedule for Code Enforcement.**

**John Tibbetts – Seconds the motion. Motion passes; 5-0-0**

i. **Board of Assessment Review –**

o **Discuss board secretary/ duties.**

o **Appointment – application received for board member.**

**Jessica Picard –** States she provided some support at their public hearing, so the board is caught up with this latest application. She reviewed the secretarial duties of the committees and thinks the committee may need clarification on the duties. Some duties such as filing can be done by

Town of Lyman  
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departments in the Town and the committee will be responsible for drafting letters of decisions and recording their meetings, etc.

**David Alves – Makes a motion to appoint Charles Harrison to the Board of Assessment Review**

**Jessica Picard – Second the motion. Motion passes: 5-0-0**

j. **Treasurer – none**

g. **Town Hall Expansion Committee – Review/ approve quotes received for Survey of Town Hall.**

**Brad Nikel – States the Town Hall Expansion Committee solicited three separate quotes. Their recommendation is to go with Stephen Everette. He has a great track record, and his response time was quicker than the other two.**

**Jessica Picard – Verifies this is within the budget for Town Hall Expansion and the vendor will hold this amount as quoted.**

**John Tibbets – Motions to award the services to Stephen Everette.**

**Jessica Picard – Seconds the motion: Motion passes: 5-0-0**

k. **Other -**

**ITEM #7**

**NEW BUSINESS**

a. **Committee Request for AV/IT Equipment Use –**

o **Budget: Michelle, Vicky**

o **ORC: Mike, Peggy**

**Jessica Picard – Motions to approve Michelle Felicitti, Michael Rancourt, Peggy MacDonald, and Vicky Gavel.**

**John Tibbets – Seconds the motion. Motion passes: 5-0-0**

b. **Appointment – Application received for Comprehensive Plan Committee**

There is discussion among the board. One application submitted so far, and the board may want to wait until more applications come in. In the meantime, the Town can contact former committee members if they are interested.

c. **Cemetery Committee – Review/approve resignation, see email.**

**Jessica Picard – Makes a motion to accept Celeste Hatch’s resignation from the Cemetery Committee effective September 1<sup>st</sup>, 2022.**

**David Alves – Seconds the motion. Motion passes: 5-0-0**

d. **Discuss procedure/policy re: contacting Town Attorney**

**Jessica Picard – States legal inquiries should be funneled through the Select Board Clerk to ensure the Board has the documentation and to help avoid asking similar questions multiple times. The board clerk can determine if other resources like MMA can be utilized first. If the decision by the Select Board Clerk is not favored, then the decision will be up to the Select Board.**

e. **Assessor Request for Board approval, see email.**

**Lindsay Gagne – Explains the IT contractor won’t provide remote services on someone’s personal device due to security risks but suggested loaning out a town-owned computer for the Assessor’s training.**

**Ralph Blackington – States he would loan out his computer.**

**Jessica Picard – Makes a motion approving remote access via town-owned device.**

**David Alves – Seconds the motion. Motion passes: 5-0-0**

f. **Assessor Request to contact Town Council**

Discussion with the board and the board agrees to filter the request through the Select Board Clerk.

g. **Review/approve Key policy for Lock box**

**David Alves – States he’s been addressed by some employees the cameras in the public areas are video and audio.**

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**Thomas Hatch** – States there have been incidents in the past, and this offers employees protection.

**Brenda Charland** – States she would have liked it communicated.

**Jessica Picard** – Reviews the policy and verifies the board has the authority in the interim of a Town Manager to assign access to keys.

**Jessica Picard** – **Makes a motion to approve the access key policy.**

**Thomas Hatch** – **Seconds the motion.**

**Discussion employees will have mobile access to the lock box and the cleaners will not have access to the vault.**

**Motion passes: 5-0-0**

h. [Approve PO for Jim Thomas GIS Services.](#)

**David Alves** - **Makes a motion to approve. Jessica Picard seconds. Motion passes: 5-0-0**

i. [Approve PO for Kennebunk Pond Beach Committee Quote for Architect Services](#)

Item moved out of order and discussed above.

### OTHER

**David Alves** – **Makes a motion to form an IT committee.**

**Jessica Picard** - **Seconds the motion.**

**Motion passes: 5-0-0**

**Lindsay Gagne** – Explains the revised Charter dictates the Town Manager prepares a statement of purpose for committees. In lieu of a Town Manager, the Board will need to draft a purpose for the committee.

**Jessica Picard** – Suggests herself and David Alves can draft something for the next meeting.

**John Tibbetts** – **Motions to approve Brad Nikel’s request to start a Go Fund Me page to raise funds for a memorial bench for Maurice St. Clair to be placed at the library.**

**Brad Nikel** – Explains the Go Fund Me would be set up in a way that any additional funds collected above what it cost for a bench, the residual amount can go to another project. He recommends giving residual amounts to the Fire department. This can be clarified in the Go Fund Me page.

**David Alves** – **Seconds the motion.**

**Brad Nikel** – States he would start the page as soon as he can get a quote on what it would cost for a bench. He would implement a start and end date once it’s set up.

**Motion passes: 5-0-0**

**Karen Kane** – States she has recommended to the board to dedicate the Town Hall expansion to Maurice ST. Clair.

**Thomas Hatch** – States the board will take that under consideration when the building project gets going.

### ADJOURN

**David Alves** – **Makes amotion to adjourn.**

**Jessica Picard** – **Seconds the motion.**

**Motion passes: 5-0-0**

Town of Lyman  
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Monday March 20<sup>th</sup>, 2023 – Lyman Town Hall

\_\_\_\_\_  
Ralph “Ralph” Blackington (Chair)

\_\_\_\_\_  
David Alves

\_\_\_\_\_  
Thomas Hatch (Vice Chair)

\_\_\_\_\_  
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 7 pages are the original minutes of the Board of Selectmen Regular Meeting dated March 20<sup>th</sup>, 2023

\_\_\_\_\_  
Lindsay Gagne

# ITEM #4: (a.) Payroll Warrant

LYMAN  
9:40 AM

## Payroll Check Register

Pay Date: 04/05/2023

03/30/2023

Page 1

Check	D / D	Check	Amount	Date	Employee
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### Employee Checks

1	1,421.38	0.00	1,421.38	04/05/23	79 SUSAN J BELLEROSE
2	124.00	0.00	124.00	04/05/23	032 DANA A CARTER
3	1,896.08	0.00	1,896.08	04/05/23	029 BRENDA D CHARLAND
4	250.09	0.00	250.09	04/05/23	12 MARCEL DESROSIERS
5	1,381.76	0.00	1,381.76	04/05/23	028 LINDSAY GAGNE
6	2,459.53	0.00	2,459.53	04/05/23	016 LAURIE L GONSKA
7	256.42	0.00	256.42	04/05/23	007 THOMAS M HOLLAND
8	1,221.89	0.00	1,221.89	04/05/23	019 HOLLI L HUTCHINS
9	2,062.48	0.00	2,062.48	04/05/23	015 JEANETTE E LEMAY
10	776.93	0.00	776.93	04/05/23	036 JULIE LEMIEUX
11	1,269.85	0.00	1,269.85	04/05/23	041 RANDALL L MURRAY
12	839.78	0.00	839.78	04/05/23	005 BRADLEY J NIKEL
13	338.40	0.00	338.40	04/05/23	19 BRIAN D. RACICOT
14	454.90	0.00	454.90	04/05/23	002 DAVID W RILEY
15	206.67	0.00	206.67	04/05/23	020 DAVID H SANTORA
16	71.14	0.00	71.14	04/05/23	001 MAURICE ST CLAIR
17	72.33	0.00	72.33	04/05/23	40 RAYMOND J VALLIERE
18	1,516.77	0.00	1,516.77	04/05/23	76 PAULINE F WEISS
<b>Total</b>	<b>16,620.40</b>	<b>0.00</b>	<b>16,620.40</b>		

### Direct Deposit Checks

19	0.00	16,620.40	16,620.40	04/05/23	D / D 1 BIDDEFORD SAVINGS BANK
<b>Total</b>	<b>0.00</b>	<b>16,620.40</b>	<b>16,620.40</b>		

### Trust & Agency Checks

20	0.00	5,585.12	5,585.12	04/05/23	T & A 1 I.R.S.
21	0.00	1,031.28	1,031.28	04/05/23	T & A 3 ICMA
22	0.00	1,038.35	1,038.35	04/05/23	T & A 2 MAINE REVENUE SERVICES
23	0.00	1,155.37	1,155.37	04/05/23	T & A 9 MPERS
<b>Total</b>	<b>0.00</b>	<b>8,810.12</b>	<b>8,810.12</b>		

### Summary

Checks:	Regular	0.00	18
	D / D	16,620.40	1
	Employee	16,620.40	
	T & A	8,810.12	4
	Voided		0
<b>Total</b>		<b>25,430.52</b>	<b>23</b>

WARRANT: 43

Check	D / D	Check	Employee	Gross Pay
1	1,421.38	0.00	79 SUSAN J BELLEROSE	2,014.19
2	124.00	0.00	032 DANA A CARTER	134.28
3	1,896.08	0.00	029 BRENDA D CHARLAND	2,775.14
4	250.09	0.00	12 MARCEL DESROSTIERS	279.18
5	1,381.76	0.00	028 LINDSAY GAGNE	1,818.75
6	2,459.53	0.00	016 LAURIE L GONSKA	3,583.26
7	256.42	0.00	007 THOMAS M HOLLAND	286.85
8	1,221.89	0.00	019 HOLLI L HUTCHINS	1,662.60
9	2,062.48	0.00	015 JEANETTE E LEMAY	2,977.55
10	776.93	0.00	036 JULIE LEMIEUX	1,055.00
11	1,269.85	0.00	041 RANDALL L MURRAY	1,754.05
12	839.78	0.00	005 BRADLEY J NIKEL	1,458.00
13	338.40	0.00	19 BRIAN D. RACICOT	421.99
14	454.90	0.00	002 DAVID W RILEY	492.58
15	206.67	0.00	020 DAVID H SANTORA	223.80
16	71.14	0.00	001 MAURICE ST CLAIR	77.04
17	72.33	0.00	40 RAYMOND J VALLIERE	78.33
18	1,516.77	0.00	76 PAULINE F WEISS	2,186.54
19	0.00	16,620.40	D / D 1 BIDDEFORD SAVINGS BANK	
20	0.00	5,585.12	T & A 1 I.R.S.	
21	0.00	1,031.28	T & A 3 ICMA	
22	0.00	1,038.35	T & A 2 MAINE REVENUE SERVICES	
23	0.00	1,155.37	T & A 9 MPERS	
<b>Total</b>	<b>16,620.40</b>	<b>25,430.52</b>		<b>23,279.13</b>

Put into A/P **9,528.12**  
 Taken out of A/P **(8,810.12)**  
**Total Payroll 26,148.52**

**Count**  
 Checks 23

TO THE MUNICIPAL TREASURER OF LYMAN, MAINE: THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE 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 \_\_\_\_\_  
 JESSICA PICARD \_\_\_\_\_



# ITEM #4: (b.) AP Warrant

Lyman  
8:33 AM

## A / P Check Register

Bank: BIDDEFORD SAVINGS

03/30/2023  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	9662	5,378.42	03/17/23	42	0569 SECRETARY OF STATE
P	9663	7,940.68	03/24/23	42	0569 SECRETARY OF STATE
R	9664	547.31	04/03/23	42	0218 AMAZON CAPITAL SERVICES
R	9665	1,606.50	04/03/23	42	0022 BEAN DATA
R	9666	1,452.50	04/03/23	42	1046 BOURQUE & CLEGG LLC
R	9667	9,250.00	04/03/23	42	0393 BREAKWOOD TREE & EXCAVATION
R	9668	2,475.00	04/03/23	42	0335 C.I.A. SALVAGE INC
R	9669	32.00	04/03/23	42	0994 CINTAS CORPORATION- # 758
R	9670	125.00	04/03/23	42	0211 CRIPPLE CREEK CORPORATION
R	9671	960.00	04/03/23	42	0133 DAVID W. RILEY
R	9672	163.80	04/03/23	42	0151 DAYTON SAND & GRAVEL, CO., INC.
R	9673	32,850.00	04/03/23	42	0248 DAYTON SNOW FIGHTERS INC.
R	9674	7,306.26	04/03/23	42	0024 EASTERN SALT COMPANY INC
R	9675	66,920.50	04/03/23	42	0233 GOODWINS MILLS FIRE & RESCUE
R	9676	5,380.09	04/03/23	42	0311 KCB LANDSCAPING
R	9677	719.55	04/03/23	42	0242 KENNEBUNK SAVINGS
R	9678	642.82	04/03/23	42	1111 MARCEL DESROSIERS
R	9679	996.00	04/03/23	42	0034 MEMIC
R	9680	139.20	04/03/23	42	0036 NORTH COAST SERVICES
R	9681	989.80	04/03/23	42	0069 R & R OIL, INC.
R	9682	227.48	04/03/23	42	0084 READYREFRESH BY NESTLE
R	9683	172.00	04/03/23	42	0502 REGISTRY OF DEEDS
R	9684	458,624.95	04/03/23	42	0419 RSU #57
R	9685	97.98	04/03/23	42	0224 SPECTRUM/TIME WARNER CABLE
R	9686	500.00	04/03/23	42	0075 THE GRAPHICS COOP
R	9687	220.64	04/03/23	42	0985 WARRENS OFFICE SUPPLIES
P	99999	495.15	04/03/23	42	0095 CARDMEMBER SERVICE
P	99999	510.87	04/03/23	42	0095 CARDMEMBER SERVICE
P	99999	36.91	04/03/23	42	0095 CARDMEMBER SERVICE
<b>Total</b>		<b>606,761.41</b>			

### Count

Checks	29
Voids	0

Warrant 42

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
<b>00218 AMAZON CAPITAL SERVICES</b>						
0538	9664	04	SUPPLIES	13QL-FHWG-7YP3		
SUPPLIES	E 191-11-70-710				282.53	0.00
	EQUIPMENT / COMP EQUIP					
			<b>Invoice Total-</b>		<b>282.53</b>	
0538	9664	04	SUPPLIES	1W6K-11J9-91NL		
SUPPLIES	E 110-11-60-610				26.53	0.00
	SUPPLIES / SUPPLIES					
			<b>Invoice Total-</b>		<b>26.53</b>	
0538	9664	04	SUPPLIES	1GRN-MN4K-4LFM		
SUPPLIES	E 161-21-90-940				49.99	0.00
	OTHER / REC PROGRAMS					
			<b>Invoice Total-</b>		<b>49.99</b>	
0538	9664	04	SUPPLIES	1QF1-YRL3-14F1		
SUPPLIES	E 110-11-60-610				150.86	0.00
	SUPPLIES / SUPPLIES					
			<b>Invoice Total-</b>		<b>150.86</b>	
0538	9664	04	SUPPLIES	1N1V-GGXF-KRWN		
SUPPLIES	E 110-11-60-610				37.40	0.00
	SUPPLIES / SUPPLIES					
			<b>Invoice Total-</b>		<b>37.40</b>	
			<b>Vendor Total-</b>		<b>547.31</b>	
<b>00022 BEAN DATA</b>						
0538	9665	04	APR 2023	1362		
APR 2023	E 110-11-32-310				1,606.50	1,606.50
	CTRCT SVS EQ / PROF SVS					
			<b>Vendor Total-</b>		<b>1,606.50</b>	
<b>01046 BOURQUE &amp; CLEGG LLC</b>						
0538	9666	04	SERVICES	43851		
SERVICES	E 181-11-33-320				1,452.50	0.00
	CONT PROF / PROF SERV LE					
			<b>Vendor Total-</b>		<b>1,452.50</b>	
<b>00393 BREAKWOOD TREE &amp; EXCAVATION</b>						
0538	9667	04	TREE REMOVAL	1607		
TREE REMOVAL	E 181-15-37-399				600.00	4,999.00
	CONT OUT / CONT SVS OTH					
			<b>Invoice Total-</b>		<b>600.00</b>	
0538	9667	04	SERVICE	102		
SERVICE	E 181-15-37-399				3,400.00	0.00
	CONT OUT / CONT SVS OTH					
			<b>Invoice Total-</b>		<b>3,400.00</b>	
0538	9667	04	SERVICE	104		
SERVICE	E 181-15-37-399				400.00	0.00
	CONT OUT / CONT SVS OTH					
			<b>Invoice Total-</b>		<b>400.00</b>	
0538	9667	04	TREE CUTTING	1609		
TREE CUTTING	E 181-15-37-399				4,850.00	4,999.99
	CONT OUT / CONT SVS OTH					
			<b>Invoice Total-</b>		<b>4,850.00</b>	

**A / P Warrant**

Warrant 42

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>Vendor Total-</b>					<b>9,250.00</b>	
<b>00335 C.I.A. SALVAGE INC</b>						
0538	9668	04	HAULING	3969		
MSW HAULING			E 150-31-35-355		1,400.00	0.00
			CTRCT SVS WA / PROF SVS HAU			
WOOD/BULKY HAULING			E 150-31-35-356		350.00	0.00
			CTRCT SVS WA / PROF SVS HW			
RECYCLE HAULING			E 150-31-35-357		350.00	0.00
			CTRCT SVS WA / PROF SVS HR			
CAN RENTAL			E 150-31-35-349		200.00	0.00
			CTRCT SVS WA / PROF SVS CAN			
METAL HAULING			E 150-31-35-359		175.00	0.00
			CTRCT SVS WA / PROF SVS MET			
<b>Vendor Total-</b>					<b>2,475.00</b>	
<b>00095 CARDMEMBER SERVICE</b>						
0538	99999	04	STAMPS	032223		
STAMPS			E 110-11-60-650		495.15	0.00
			SUPPLIES / POSTAGE			
<b>Invoice Total-</b>					<b>495.15</b>	
0538	99999	04	WALMART EASTER SUPPLIES	1042000314		
WALMART EASTER SUPPLIES			E 161-21-90-940		510.87	0.00
			OTHER / REC PROGRAMS			
<b>Invoice Total-</b>					<b>510.87</b>	
0538	99999	04	BUSINESS CARDS	VP-PQTQ264H		
BUSINESS CARDS			E 110-11-60-610		36.91	0.00
			SUPPLIES / SUPPLIES			
<b>Invoice Total-</b>					<b>36.91</b>	
<b>Vendor Total-</b>					<b>1,042.93</b>	
<b>00994 CINTAS CORPORATION- # 758</b>						
0538	9669	04	13117643	4150034061		
RUGS-TH			E 141-11-31-310		32.00	0.00
			CTRCT SVS BL / PROF SVS			
<b>Vendor Total-</b>					<b>32.00</b>	
<b>00211 CRIPPLE CREEK CORPORATION</b>						
0538	9670	04	MAY RENT	CRIP0523		
MAY RENT			E 110-11-39-399		125.00	125.00
			CONT SVS OTH / OTHER			
<b>Vendor Total-</b>					<b>125.00</b>	
<b>00133 DAVID W. RILEY</b>						
0538	9671	04	SERVICES	2022-545		
P&R TRASH REMOVAL			E 145-21-31-330		100.00	0.00
			CTRCT SVS BL / WASTE SVS			
PLOWING P&R			E 143-21-31-360		225.00	0.00
			CTRCT SVS BL / PLOW & SAND			
<b>Invoice Total-</b>					<b>325.00</b>	
0538	9671	04	SERVICES	2022-546		
ROADS - SIGNS			E 148-51-60-670		280.00	0.00
			SUPPLIES / SIGNS			
<b>Invoice Total-</b>					<b>280.00</b>	
0538	9671	04	SERVICES	2022-547		

**A / P Warrant**

Warrant 42

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
SHOVELING/SANDING TH			E 143-11-31-360		105.00	0.00
			CTRCT SVS BL / PLOW & SAND			
TOWN HALL TRASH			E 145-11-31-330		180.00	0.00
			CTRCT SVS BL / WASTE SVS			
			<b>Invoice Total-</b>		<b>285.00</b>	
0538	9671	04	SERVICES	2022-548		
ROADSIDE TRASH PICKUP			E 145-51-31-330		30.00	0.00
			CTRCT SVS BL / WASTE SVS			
FUELING			E 150-31-40-450		40.00	0.00
			REPAIRS & MA / EQUIPMENT			
			<b>Invoice Total-</b>		<b>70.00</b>	
			<b>Vendor Total-</b>		<b>960.00</b>	
<b>00151 DAYTON SAND &amp; GRAVEL, CO., INC.</b>						
0538	9672	04	OVER PAY ACCT 1104	1104		
OVER PAY ACCT 1104			G 1-120-00		163.80	0.00
			R/E OVERPAYS			
			<b>Vendor Total-</b>		<b>163.80</b>	
<b>00248 DAYTON SNOW FIGHTERS INC.</b>						
0538	9673	04	APR 2023	PLOW0423		
APR 2023			E 143-51-31-360		32,850.00	32,850.00
			CTRCT SVS BL / PLOW & SAND			
			<b>Vendor Total-</b>		<b>32,850.00</b>	
<b>00024 EASTERN SALT COMPANY INC</b>						
0538	9674	04	SALT LYMANM05	129726		
SALT LYMANM05			E 143-51-31-360		7,306.26	0.00
			CTRCT SVS BL / PLOW & SAND			
			<b>Vendor Total-</b>		<b>7,306.26</b>	
<b>00233 GOODWINS MILLS FIRE &amp; RESCUE</b>						
0538	9675	04	APR 2023	GMFR0423		
APR 2023			E 186-91-37-391		32,067.00	32,067.00
			CONT OUT / GMFR PERSONN			
APR 2023			E 186-91-37-392		14,770.50	14,770.50
			CONT OUT / GMFR CONTRAC			
			<b>Invoice Total-</b>		<b>46,837.50</b>	
0538	9675	04	IPS	184579-00		
IPS			E 720-87-90-999		20,083.00	0.00
			GMFR E / RESERVES - G - OTHER / MISC			
			<b>Invoice Total-</b>		<b>20,083.00</b>	
			<b>Vendor Total-</b>		<b>66,920.50</b>	
<b>00311 KCB LANDSCAPING</b>						
0538	9676	04	APR 2023	KCB0423		
MOWING APR 2023			E 142-90-31-370		5,380.09	5,380.09
			CTRCT SVS BL / MOWING			
			<b>Vendor Total-</b>		<b>5,380.09</b>	
<b>00242 KENNEBUNK SAVINGS</b>						
0538	9677	04	OVERPAY TAX Z. BOUCHER	3040		
OVERPAY TAX Z. BOUCHER			G 1-120-00		719.55	0.00
			R/E OVERPAYS			
			<b>Vendor Total-</b>		<b>719.55</b>	

**A / P Warrant**

Warrant 42

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>01111 MARCEL DESROSIERS</b>						
0538	9678	04	MILEAGE		2/27-3/24	
MILEAGE			E 199-99-90-999		642.82	0.00
			OTHER / MISC			
			<b>Vendor Total-</b>		<b>642.82</b>	
<b>00034 MEMIC</b>						
0538	9679	04	810107099		041223	
810107099			E 117-99-38-326		996.00	0.00
			CONT SVS INS / INS W.C.			
			<b>Vendor Total-</b>		<b>996.00</b>	
<b>00036 NORTH COAST SERVICES</b>						
0538	9680	04	RECYCLING		41606	
RECYCLING			E 150-31-35-350		139.20	0.00
			CTRCT SVS WA / PROF SVS TIP			
			<b>Vendor Total-</b>		<b>139.20</b>	
<b>00069 R &amp; R OIL, INC.</b>						
0538	9681	04	OIL FUND		45800	
OIL FUND			E 750-86-90-999		394.90	0.00
			OTHER / MISC			
			<b>Invoice Total-</b>		<b>394.90</b>	
0538	9681	04	OIL FUND		9128	
OIL FUND			E 750-86-90-999		594.90	0.00
			OTHER / MISC			
			<b>Invoice Total-</b>		<b>594.90</b>	
			<b>Vendor Total-</b>		<b>989.80</b>	
<b>00084 READYREFRESH BY NESTLE</b>						
0538	9682	04	0427507058		5363117812	
H20 0427507058			E 110-11-60-610		227.48	0.00
			SUPPLIES / SUPPLIES			
			<b>Vendor Total-</b>		<b>227.48</b>	
<b>00502 REGISTRY OF DEEDS</b>						
0538	9683	04	DISCHARGES		032823	
DISCHARGES			E 110-11-39-399		172.00	0.00
			CONT SVS OTH / OTHER			
			<b>Vendor Total-</b>		<b>172.00</b>	
<b>00419 RSU #57</b>						
0538	9684	04	APR 2023		SCHL0423	
APR 2023			E 195-92-90-999		458,624.95	458,624.95
			OTHER / MISC			
			<b>Vendor Total-</b>		<b>458,624.95</b>	
<b>00569 SECRETARY OF STATE</b>						
0538	9662	04	31170		03/09-03/16	
31170			G 1-250-00		5,378.42	0.00
			MTR VEHICLE			
			<b>Invoice Total-</b>		<b>5,378.42</b>	
0538	9663	04	31170		3/16-3/23	
31170			G 1-250-00		7,940.68	0.00
			MTR VEHICLE			

**A / P Warrant**

Warrant 42

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				<b>Invoice Total-</b>	<b>7,940.68</b>	
				<b>Vendor Total-</b>	<b>13,319.10</b>	
<b>00224 SPECTRUM/TIME WARNER CABLE</b>						
0538	9685	04	202-579149701-001	0010726031223		
			E 150-31-50-580		97.98	0.00
			UTILITIES / COMM			
				<b>Vendor Total-</b>	<b>97.98</b>	
<b>00075 THE GRAPHICS COOP</b>						
0538	9686	04	CEMETERY SIGNS	1224		
			E 181-15-37-399		500.00	500.00
			CEMETERY SIGNS			
			CONT OUT / CONT SVS OTH			
				<b>Vendor Total-</b>	<b>500.00</b>	
<b>00985 WARRENS OFFICE SUPPLIES</b>						
0538	9687	04	TOWLYM	516719-00		
			E 110-11-60-610		137.49	0.00
			SUPPLIES / SUPPLIES			
				<b>Invoice Total-</b>	<b>137.49</b>	
0538	9687	04	TOWLYM	516899-00		
			E 110-11-60-610		83.15	0.00
			SUPPLIES / SUPPLIES			
				<b>Invoice Total-</b>	<b>83.15</b>	
				<b>Vendor Total-</b>	<b>220.64</b>	
				<b>Prepaid Total-</b>	<b>14,362.03</b>	
				<b>Current Total-</b>	<b>592,399.38</b>	
				<b>EFT Total-</b>	<b>0.00</b>	
				<b>Warrant Total-</b>	<b>606,761.41</b>	

TO THE MUNICIPAL TREASURER OF LYMAN, MAINE: THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE 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

JESSICA PICARD

# ITEM #5: (b.) Planning Board - Request

## TOWN OF LYMAN, MAINE PLANNING BOARD

### PROPOSED REVISION TO LYMAN ZONING ORDINANCE FOR JUNE 2023 TOWN MEETING WARRANT ARTICLE

March 16, 2023

To: Lyman Select Board

Subject: Proposed Revision to Town of Lyman Zoning Ordinance

Reference: (a) Lyman Zoning Ordinance (LZO) Amendment Procedure Article 1.8

The Planning Board held a public hearing on March 15, 2023 on the attached LZO amendment. No public comments were received. After reviewing the amendment at the March 15, 2023 PB meeting, the PB voted to refer the attached amendment to the Select Board for inclusion as an Article for the Annual Town Meeting in June 2023.

Please refer to the attached proposed LZO amendment for inclusion on the June 2023 Town of Lyman Annual Town Meeting Warrant, as an Article to be voted on at the meeting.

*Roderick Tetu*

Roderick Tetu, Chairman

**Attached:**

Proposed Lyman Zoning Ordinance Amendment for June 2023 Town Meeting Warrant Article

**Copy to with proposed amendment:**

Town Clerk

Code Enforcement Officer

PB members

## Lyman Zoning Ordinance Amendment for June 2023 Town Meeting Warrant Article

**Shall an amendment to the Town of Lyman Zoning Ordinance Article 1, Section 1.8.3 Contract Zoning be enacted as follows:**

~~Deleted language struck through~~      Added language underlined

### **1.8.3 Contract Zoning**

#### **B. Authorization**

Fourth sentence:

Areas rezoned under this provision shall be consistent with, ~~but not limited to~~, the existing and permitted (whether permitted or with site plan approved conditional) uses within any zoning district.

#### **F. Recommendation**

Before forwarding a recommendation of a contract zoning amendment to the Board of Selectmen, the Planning Board shall make a finding on each of the four standards in this subsection. A favorable recommendation to the Board of Selectmen requires a positive finding on all four standards. If the Planning Board makes a negative finding on any of the standards, its recommendation shall be negative. The Planning Board shall base its recommendations on whether the rezoning:

- ~~1. Is for land with an unusual nature or location~~
1. Is consistent with the Comprehensive Plan;
2. Is consistent with, ~~but not limited to~~, the existing uses and permitted uses within any zoning district; ~~and~~
3. That the conditions proposed are sufficient to meet the intent of this section; and
4. Provides reasonable expectations of an overall benefit to the Town as a whole.



# Warrant

For Town meeting 1921

York, S.S.

State of Maine

To George W. Tibbatts, constable of the Town of Lyman, in said County. Greeting,

In the name of the State of Maine you are hereby requested to notify and warn the inhabitants of said Town of Lyman, qualified by Law to vote in Town affairs, to assemble at the Town Hall in said Lyman on the 14<sup>th</sup> day of March, 1921 at 10 o'clock in the forenoon and act, on the following articles to wit;

- 1 To Choose a Moderator to preside at said meeting
- 2 To choose a Clerk for the ensuing year
- 3 To choose three Selectmen, three assessors and of Poor, Treasurer, Town agent, Auditor, collector of taxes and constable, fire wad and one member of the school committee,
- 4 To choose all other necessary Town Officers
- 5 To see if the Town will vote "yes, or" no, on the question of appropriating money necessary to entitle the town to state aid, as provided in section 20 of chapter 130 of the public laws of 1913,
- 5A To see what sum of money the Town will raise in addition to the sum regularly raised for the care of highways and bridges under the provisions of section 19 of chapter 130 of the public laws of 1913,
- 6 To see what sum of money the Town will raise to repair its highways and bridges,

- 7 To see what sum of money the town will raise to defray town expenses,
- 8 To see what sum of money the town will raise for support of schools,
- 9 To see what sum of money the town will raise to open its roads in winter,
- 10 To see what sum of money the town will raise to repair its school houses,
- 11 To see what sum of money the town will raise to decorate baldern ground,
- 12 To see what sum of money the town will raise for tuition of school out of town,
- 13 To see if the town will vote to give E. M. Littlefield five dollars for furnishing water at the mill school house,
- 14 To see what sum of money the town will raise to cut bushes in highway and how said money shall be expended,
- 15 To see what sum of money the town will raise for support of poor in said town,
- 16 To see if the town will vote to maintain the electric lights in town hall and to pay half the expense of the street lights,
- 17 To see if the town will vote to elect one or more road commissioners,
- 18 To see what sum of money the town will raise for left books,  
over

- 19 To see what sum of money the Town will raise for maintenance of State Road,
- 20 To see if the Town will vote to discontinue the road leading by A. U. Wakefield place to John Wootis
- 21 To see if the Town will vote to discontinue the road leading from the Waterboro Road. by the Plain Low place to the Williams place
- 22 To see if the Town will vote to discontinue the road leading by the old Fox Smith place Evans and Corliss Road, so called.
- 23 To see if the Town will vote to raise a sum of money to pay the school committee,
- 24 To see ~~What~~ commission the Town will vote the tax collector for collecting taxes.
- 25 To see if the Town will vote to maintain a school in District no 4,
- 26 To see what sum of money the Town will vote the constable for his services,
- 27 To act on any other business that may legally come before said meeting,

Given under our hand this 25<sup>th</sup> day of February, 1921

Fredom R. Hill, } Selectmen  
 Henry W. Brock, }  
 Ivory W. Murphy } of  
 Lyman.

A True Copy

Attest Geo W Tibbatts Constable of Lyman

Lynnman Maine March 5th A.D. 1921  
 Pursuant to the within warrant to me  
 directed I have notified and warned the  
 Inhabitants of said town of Lynnman qualified  
 as therein expressed to assemble at said time  
 and place and for the purpose therein  
 named, by posting an attested copy of  
 said Warrant at E. N. Littlefield store,  
 in said town being a public and  
 conspicuous place in said town on the  
 fifth day of March being seven  
 days before the meeting.

George W Libbette  
 Constable of Lynnman

A True Copy  
 attested E. N. Littlefield Town Clerk.

At a Legal meeting of the Inhabitants of  
 the town of Lynnman held at Town Hall  
 in said town on the 14th day of March A.D. 1921

- Article 1 Chose Clifford A Libbette Moderator,  
 and sworn by the clerk.
- 2 Chose E. N. Littlefield Clerk and Sworn  
 voted to raise up article 17th voted to chose one Road Commissioner,
- 3 Chose Frank Littlefield Alfred J. Cannon  
 and Walter Smith Selection assessment and  
 Querser of the Poor, and Sworn.
- Chose Willa Ferguson School committee
- Chose George W Libbette collector of town <sup>Sworn,</sup>  
 and Constable
- Chose Louis E. Libbette Treasurer Sworn.

Chore Mrs Margie Libbette member of board of health <sup>Sworn</sup> 5 years

Chore Edgou Moulton Town agent, <sup>Sworn</sup>

Chore Arthur L. Roberts Fire Wood, <sup>Sworn</sup>

Chore Eugene Smith Road commissioner, <sup>Sworn</sup>

Chore Mrs Addie Smith Auditor <sup>Sworn</sup>

Article 4 Voted for Selectmen to make all other necessary appointments of Town Officers,

" 5 Voted Yes,

" 5 A Voted to Raise \$ 533.<sup>00</sup>

" 6 Voted to Raise \$ 2000.<sup>00</sup>

" 7 Voted to Raise \$ 2000.<sup>00</sup>

" 8 Voted to Raise \$ 2500.<sup>00</sup>

" 9 Voted to Raise \$ 600.<sup>00</sup>

" 10 Voted to Raise \$ 250.<sup>00</sup>

" 11 Voted to Raise \$ 15.<sup>00</sup>

" 12 Voted to Raise \$ 150.<sup>00</sup>

" 13 Voted to Raise \$ 5.<sup>00</sup>

" 14 Voted to Raise \$ 300.<sup>00</sup>

" 15 Voted to Raise \$ 700.<sup>00</sup>

- Feb 16 Voted to maintain the Electric in Town Hall  
 and to pay one half of the expense of the  
 Village street Lights.
- 17 Voted already Voted on,
- " 18 Voted to Raise \$175.00
- " 19 Voted to Raise \$200.00
- " 20 Voted to discontinue said Road.
- " 21 Voted to discontinue said Road.
- " 22 Voted to discontinue said Road.
- " 23 Voted for the selectmen to pay the  
 school committee according to the time  
 employed on said work,
- " 24 Voted to pay the collector of Taxes 1 per cent on  
 the dollar,
- " 25 Voted to maintain a school in district no 4
- " 26 Voted allow the constable \$20.00 for  
 his services,
- " 27 Voted to allow the churches the use  
 of the Town Hall,  
 a motion to to charge Inted after 11  
 Voted to learn to pay as the law in at  
 present. Voted to accept the List of names.  
 Voted to <sup>as present for the selectmen.</sup> affirm this meeting so called.

A True copy.

attest. E N Littlefield. Town clerk

# ITEM #5: (e.) Review/Approve Field Use Request Forms

LYMAN PARKS & RECREATION  
11 South Waterboro Rd.  
Lyman, Me. 04002

## FIELD USE REQUEST FORM

NAME OF ORGANIZATION: Massabesic United Soccer Club

TEAM NAME: \_\_\_\_\_

CONTACT PERSON: Andy Gray

EMAIL ADDRESS: grayman0210@gmail.com

ADDRESS: P.O. Box 377 Waterboro Maine

PHONE #:(home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) 207-590-7524

ALTERNATE CONTACT: Liz Mitchell

EMAIL ADDRESS: lvmitchell88@gmail.com

PHONE #:(home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) 207-521-6064

FIELD REQUESTED: Bunganut

PURPOSE:  GAMES  PRACTICES  LEAGUE  TOURNAMENT  
 BASEBALL  SOFTBALL  SOCCER  OTHER

PITCHING DISTANCE: \_\_\_\_\_ BASE DISTANCE \_\_\_\_\_

AGE GROUP: 4 - 14 #OF PLAYERS: 250

RESIDENCE OF PLAYERS: Lyman, Waterboro, Limerick, Newfield  
Shapleigh, Alfred

The application must be accompanied with a **complete listing** of all practices and/or games you are requesting with this application. Include all dates, days of the week and start/end times.

SIGNATURE: Sara Ouellette DATE: 2/27/23

PARKS & REC. SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

MONTH: June

W/E 11<sup>th</sup>

DAYS: MON. TUES. WED. THUR. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: 2 pm - 4 pm

---

MONTH: August

W/E 1<sup>st</sup> 3 weeks

DAYS: MON. TUES. WED. THUR. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: 5pm - Dusk

---

MONTH: August

W/E last week

DAYS: MON. TUES. WED. THUR. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: mon - Fri - 5pm - Dusk

Saturday 8am - 5pm      Sunday 8am - 5pm

---

MONTH: September

W/E

DAYS: MON. TUES. WED. THUR. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: Mon - Fri 5pm - Dusk

Saturday & Sunday 8am - 5pm

---

MONTH: October

W/E

DAYS: MON. TUES. WED. THUR. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: Mon - Fri 5pm - Dusk

Saturday & Sunday 8am - 5pm

---



**LYMAN PARKS & RECREATION**

**FIELD USE REQUEST FORM**

11 South Waterboro Rd.  
Lyman, Me. 04002

NAME OF ORGANIZATION: Massabesic Little League

TEAM NAME: MLL Softball

CONTACT PERSON: Galen Nickerson

EMAIL ADDRESS: massabesic11softball@gmail.com

ADDRESS: 15 Owls Hill Rd, Limerick ME 04048

PHONE #:(home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) 207-899-7318

ALTERNATE CONTACT: Jason Brooks

EMAIL ADDRESS: massabesic11president@gmail.com

PHONE #:(home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) 207-651-9709

FIELD REQUESTED: Bungant softball

PURPOSE:  GAMES  PRACTICES  LEAGUE  TOURNAMENT  
 BASEBALL  SOFTBALL  SOCCER  OTHER

PITCHING DISTANCE: 30-35 ft BASE DISTANCE 60

AGE GROUP: 6-8 #OF PLAYERS: 3-4 teams of 9-30-40

RESIDENCE OF PLAYERS: RSU 57 towns

The application must be accompanied with a **complete listing** of all practices and/or games you are requesting with this application. Include all dates, days of the week and start/end times.

SIGNATURE:  DATE: 2-19-23

PARKS & REC. SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTES: general schedule is listed on back A more accurate schedule will be emailed once finalized.

MONTH: April: 15<sup>th</sup> → 29<sup>th</sup>

W/E \_\_\_\_\_

DAYS: MON. TUES. WED. THUR.. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: Week nights 5pm to 7:30pm  
Saturdays 9am to 3pm

MONTH: May

W/E \_\_\_\_\_

DAYS: MON. TUES. WED. THUR.. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: Week nights 5pm to 7:30pm  
Saturdays 9am to 3pm

MONTH: June 6<sup>th</sup> → 10<sup>th</sup>

W/E \_\_\_\_\_

DAYS: MON. TUES. WED. THUR.. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: Week nights 5pm to 7:30pm  
Saturdays 9am to 3pm

MONTH: \_\_\_\_\_

W/E \_\_\_\_\_

DAYS: MON. TUES. WED. THUR.. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: \_\_\_\_\_  
\_\_\_\_\_

MONTH: \_\_\_\_\_

W/E \_\_\_\_\_

DAYS: MON. TUES. WED. THUR.. FRI. SAT. SUN. (PLEASE CIRCLE)

TIMES: \_\_\_\_\_  
\_\_\_\_\_

# ITEM #5: (f.) IT Committee Project Statement

## Town of Lyman

Committee Project Statement

IT Committee

---

### Enacting Provisions

The Information Technology (IT) Committee is established under the appointing authority of and accountable to the Town of Lyman Select Board. It shall function as stipulated in its purpose and in accordance with Municipal Charter and state statute.

### Composition

Members shall be appointed and/or reappointed by the Select Board on the basis of their expertise in information technology and related fields.

The committee shall consist of seven to nine members all serving a three-year term, in which terms shall be staggered or varied in accordance with Municipal Charter. Members can apply to be reappointed.

The Committee shall elect from within its members a Chair and a Correspondence Secretary.

### Purpose of the Committee

The IT Committee shall provide advisory support to special projects related to information technology and shall assist with establishing strategic plans, principles and policies relevant to information technology. The IT Committee may support other committees with livestreaming/recording public meetings.

The Select Board may call to action the IT Committee to respond to delegated tasks at the Boards discretion, in so far as, it is related to information technology.

### General Provisions

The Committee shall meet at least one time per year to fulfil its duties of electing a Chairperson and Correspondence Secretary.

The Committee shall hold all meetings open to the public and ensure adequate notification is published in accordance with state statute.

On matters pertaining to delegated tasks, special projects and/or review of strategic plans and policies the Committee shall provide to the Select Board their recommendations in writing, which will be subject to final approval of the Board.

All records created and/or obtained by the Committee are under ownership of the Town of Lyman and must be submitted to the Town for records retention.

The Committee shall uphold the requirements of Municipal Charter and applicable state statutes regarding municipal functions of government.

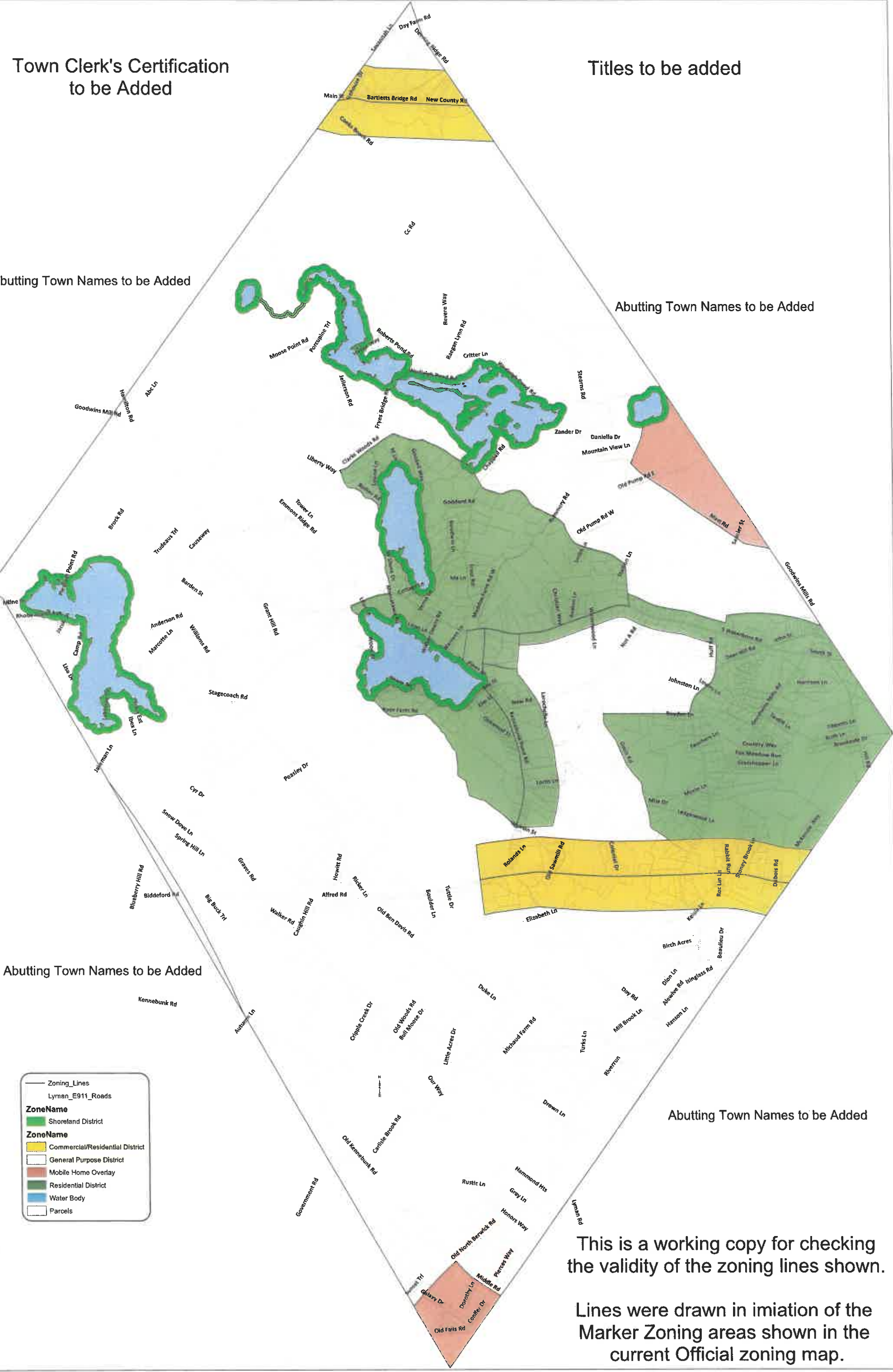
# ITEM #6: (d.) Town Zoning Map Updates

Town Clerk's Certification to be Added

Titles to be added

Abutting Town Names to be Added

Abutting Town Names to be Added



Abutting Town Names to be Added

Abutting Town Names to be Added

This is a working copy for checking the validity of the zoning lines shown.

Lines were drawn in imitation of the Marker Zoning areas shown in the current Official zoning map.

**Expense Summary Report**

FUND: 1  
ALL Months

**ITEM #6: (e.) Treasurer Expense Report 3/30/2023**

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>101 - SALARIES</b>	<b>650,096.00</b>	<b>0.00</b>	<b>650,096.00</b>	<b>437,664.28</b>	<b>0.00</b>	<b>212,431.72</b>
<b>11 - TOWN HALL</b>	<b>402,574.00</b>	<b>-9,305.00</b>	<b>393,269.00</b>	<b>270,384.48</b>	<b>0.00</b>	<b>122,884.52</b>
10 - SALARIES	402,574.00	-9,305.00	393,269.00	270,384.48	0.00	122,884.52
102 - SELECT BD CL	53,235.00	-3,978.00	49,257.00	32,969.75	0.00	16,287.25
103 - TREASURER	62,534.00	0.00	62,534.00	48,103.00	0.00	14,431.00
105 - TAX COLLECT	51,851.00	0.00	51,851.00	38,661.95	0.00	13,189.05
106 - ADMIN CLERK	45,728.00	1,950.00	47,678.00	30,004.91	0.00	17,673.09
107 - DEPUTY TC/TC	7,095.00	0.00	7,095.00	1,324.40	0.00	5,770.60
115 - ASSESSOR	76,125.00	0.00	76,125.00	54,230.76	0.00	21,894.24
141 - CEO	78,706.00	-7,277.00	71,429.00	48,329.87	0.00	23,099.13
142 - CEO CLERK	27,300.00	0.00	27,300.00	14,049.00	0.00	13,251.00
143 - ELECTRICIAN	0.00	0.00	0.00	2,710.84	0.00	-2,710.84
<b>13 - ELECTIONS</b>	<b>67,129.00</b>	<b>0.00</b>	<b>67,129.00</b>	<b>45,967.09</b>	<b>0.00</b>	<b>21,161.91</b>
10 - SALARIES	67,129.00	0.00	67,129.00	45,967.09	0.00	21,161.91
181 - TOWN CLERK	56,850.00	0.00	56,850.00	43,730.80	0.00	13,119.20
182 - BALLOT CLERK	6,529.00	0.00	6,529.00	2,066.29	0.00	4,462.71
183 - TM MODERATOR	340.00	0.00	340.00	170.00	0.00	170.00
184 - REGISTRAR	3,410.00	0.00	3,410.00	0.00	0.00	3,410.00
<b>17 - PLANNING</b>	<b>3,316.00</b>	<b>0.00</b>	<b>3,316.00</b>	<b>2,657.08</b>	<b>0.00</b>	<b>658.92</b>
10 - SALARIES	3,316.00	0.00	3,316.00	2,657.08	0.00	658.92
147 - PB	3,316.00	0.00	3,316.00	2,657.08	0.00	658.92
<b>18 - APPEALS BD</b>	<b>450.00</b>	<b>0.00</b>	<b>450.00</b>	<b>31.88</b>	<b>0.00</b>	<b>418.12</b>
10 - SALARIES	450.00	0.00	450.00	31.88	0.00	418.12
148 - APPEALS BOAR	450.00	0.00	450.00	31.88	0.00	418.12
<b>21 - RECREATION</b>	<b>3,960.00</b>	<b>0.00</b>	<b>3,960.00</b>	<b>2,970.00</b>	<b>0.00</b>	<b>990.00</b>
10 - SALARIES	3,960.00	0.00	3,960.00	2,970.00	0.00	990.00
127 - REC DIRECT	3,960.00	0.00	3,960.00	2,970.00	0.00	990.00
<b>31 - TRANSFER STA</b>	<b>92,743.00</b>	<b>9,305.00</b>	<b>102,048.00</b>	<b>69,300.38</b>	<b>0.00</b>	<b>32,747.62</b>
10 - SALARIES	92,743.00	9,305.00	102,048.00	69,300.38	0.00	32,747.62
131 - TRF STATION	91,745.00	9,305.00	101,050.00	69,300.38	0.00	31,749.62
132 - ECO ME REP	998.00	0.00	998.00	0.00	0.00	998.00
<b>51 - ROADS</b>	<b>37,905.00</b>	<b>0.00</b>	<b>37,905.00</b>	<b>29,160.00</b>	<b>0.00</b>	<b>8,745.00</b>
10 - SALARIES	37,905.00	0.00	37,905.00	29,160.00	0.00	8,745.00
151 - RD COMM	37,905.00	0.00	37,905.00	29,160.00	0.00	8,745.00
<b>71 - GA</b>	<b>3,394.00</b>	<b>0.00</b>	<b>3,394.00</b>	<b>1,697.00</b>	<b>0.00</b>	<b>1,697.00</b>
10 - SALARIES	3,394.00	0.00	3,394.00	1,697.00	0.00	1,697.00
171 - GA DIRECT	3,394.00	0.00	3,394.00	1,697.00	0.00	1,697.00

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>101 - SALARIES CONT'D</b>						
<b>72 - ACO</b>	<b>7,458.00</b>	<b>0.00</b>	<b>7,458.00</b>	<b>5,737.00</b>	<b>0.00</b>	<b>1,721.00</b>
10 - SALARIES	7,458.00	0.00	7,458.00	5,737.00	0.00	1,721.00
175 - ACO	7,458.00	0.00	7,458.00	5,737.00	0.00	1,721.00
<b>99 - NOT SPECIFIC</b>	<b>31,167.00</b>	<b>0.00</b>	<b>31,167.00</b>	<b>9,759.37</b>	<b>0.00</b>	<b>21,407.63</b>
10 - SALARIES	31,167.00	0.00	31,167.00	9,759.37	0.00	21,407.63
179 - HEALTH OFFIC	452.00	0.00	452.00	0.00	0.00	452.00
191 - EXTRA TIME	4,700.00	0.00	4,700.00	569.37	0.00	4,130.63
199 - SELECT BOARD	26,015.00	0.00	26,015.00	9,190.00	0.00	16,825.00
<b>102 - BENEFITS</b>	<b>305,872.00</b>	<b>1.00</b>	<b>305,871.00</b>	<b>192,538.64</b>	<b>381.00</b>	<b>110,191.36</b>
<b>11 - TOWN HALL</b>	<b>4,715.00</b>	<b>0.00</b>	<b>4,715.00</b>	<b>2,423.00</b>	<b>381.00</b>	<b>1,911.00</b>
20 - BENEFITS	4,715.00	0.00	4,715.00	2,423.00	381.00	1,911.00
280 - TRAINING	4,070.00	-100.00	3,970.00	1,723.00	381.00	1,866.00
290 - MEMB & DUES	645.00	100.00	745.00	700.00	0.00	45.00
<b>31 - TRANSFER STAT</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
20 - BENEFITS	500.00	0.00	500.00	0.00	0.00	500.00
280 - TRAINING	500.00	0.00	500.00	0.00	0.00	500.00
<b>99 - NOT SPECIFIC</b>	<b>298,657.00</b>	<b>-1.00</b>	<b>298,656.00</b>	<b>190,915.64</b>	<b>0.00</b>	<b>107,740.36</b>
20 - BENEFITS	298,657.00	-1.00	298,656.00	190,915.64	0.00	107,740.36
201 - FICA	49,766.00	-1.00	49,765.00	35,727.78	0.00	14,037.22
210 - HEALTH	193,795.00	0.00	193,795.00	128,059.71	0.00	65,735.29
211 - DENTAL	5,518.00	0.00	5,518.00	3,897.31	0.00	1,620.69
214 - LIFE NO MED	0.00	0.00	0.00	87.75	0.00	-87.75
230 - 457B ER MATC	18,120.00	0.00	18,120.00	9,462.66	0.00	8,657.34
231 - MPERS ER	26,958.00	0.00	26,958.00	13,680.43	0.00	13,277.57
250 - PTO BUYOUT	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
<b>103 - GEN ADMIN</b>	<b>147,585.00</b>	<b>0.00</b>	<b>147,585.00</b>	<b>94,827.78</b>	<b>4,581.14</b>	<b>48,176.08</b>
<b>11 - TOWN HALL</b>	<b>135,436.00</b>	<b>0.00</b>	<b>135,436.00</b>	<b>91,083.32</b>	<b>4,581.14</b>	<b>39,771.54</b>
32 - CTRCT SVS EQ	65,956.00	-750.00	65,206.00	49,208.72	3,213.00	12,784.28
310 - PROF SVS	65,956.00	-750.00	65,206.00	49,208.72	3,213.00	12,784.28
39 - CONT SVS OTH	15,159.00	750.00	15,909.00	11,014.00	125.00	4,770.00
315 - MEMB & DUES	8,517.00	0.00	8,517.00	8,141.00	0.00	376.00
399 - OTHER	6,642.00	750.00	7,392.00	2,873.00	125.00	4,394.00
50 - UTILITIES	7,750.00	0.00	7,750.00	5,762.50	0.00	1,987.50
580 - COMM	7,750.00	0.00	7,750.00	5,762.50	0.00	1,987.50
60 - SUPPLIES	18,383.00	0.00	18,383.00	12,101.50	0.00	6,281.50

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>110 - GEN ADMIN CONT'D</b>						
610 - SUPPLIES	9,383.00	0.00	9,383.00	7,211.31	0.00	2,171.69
650 - POSTAGE	9,000.00	0.00	9,000.00	4,890.19	0.00	4,109.81
80 - ADVER, PRINT	23,300.00	0.00	23,300.00	9,545.56	1,339.14	12,415.30
810 - ADVERTISE	4,500.00	0.00	4,500.00	1,622.86	1,339.14	1,538.00
830 - FORMS	9,700.00	0.00	9,700.00	5,467.43	0.00	4,232.57
850 - TOWN REPORT	6,000.00	0.00	6,000.00	0.00	0.00	6,000.00
860 - TAX BILLS	3,100.00	0.00	3,100.00	2,455.27	0.00	644.73
90 - OTHER	4,888.00	0.00	4,888.00	3,451.04	-96.00	1,532.96
910 - MILEAGE/TRAV	4,888.00	0.00	4,888.00	3,451.04	-96.00	1,532.96
<b>13 - ELECTIONS</b>	<b>12,147.00</b>	<b>0.00</b>	<b>12,147.00</b>	<b>3,744.46</b>	<b>0.00</b>	<b>8,402.54</b>
39 - CONT SVS OTH	12,147.00	0.00	12,147.00	3,744.46	0.00	8,402.54
399 - OTHER	12,147.00	0.00	12,147.00	3,744.46	0.00	8,402.54
<b>117 - GEN ADMIN BN</b>	<b>37,428.00</b>	<b>0.00</b>	<b>37,428.00</b>	<b>29,487.00</b>	<b>0.00</b>	<b>7,941.00</b>
<b>99 - NOT SPECIFIC</b>	<b>37,428.00</b>	<b>0.00</b>	<b>37,428.00</b>	<b>29,487.00</b>	<b>0.00</b>	<b>7,941.00</b>
38 - CONT SVS INS	37,428.00	0.00	37,428.00	29,487.00	0.00	7,941.00
325 - INS PROP & C	18,244.00	0.00	18,244.00	14,931.00	0.00	3,313.00
326 - INS W.C.	14,106.00	0.00	14,106.00	14,323.00	0.00	-217.00
327 - INS UNEMPLOY	5,000.00	0.00	5,000.00	155.00	0.00	4,845.00
328 - INS VOLUNTEE	78.00	0.00	78.00	78.00	0.00	0.00
<b>125 - ACO</b>	<b>8,957.00</b>	<b>0.00</b>	<b>8,957.00</b>	<b>6,992.93</b>	<b>0.00</b>	<b>1,964.07</b>
<b>72 - ACO</b>	<b>8,957.00</b>	<b>0.00</b>	<b>8,957.00</b>	<b>6,992.93</b>	<b>0.00</b>	<b>1,964.07</b>
39 - CONT SVS OTH	6,957.00	0.00	6,957.00	6,539.36	0.00	417.64
381 - ACO	6,957.00	0.00	6,957.00	6,539.36	0.00	417.64
90 - OTHER	2,000.00	0.00	2,000.00	453.57	0.00	1,546.43
910 - MILEAGE/TRAV	2,000.00	0.00	2,000.00	453.57	0.00	1,546.43
<b>128 - HHS G/A</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>71 - GA</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
39 - CONT SVS OTH	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
310 - PROF SVS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<b>129 - HHS SOCIAL S</b>	<b>1,086.00</b>	<b>0.00</b>	<b>1,086.00</b>	<b>1,086.00</b>	<b>0.00</b>	<b>0.00</b>
<b>75 - SOCIAL SERV</b>	<b>1,086.00</b>	<b>0.00</b>	<b>1,086.00</b>	<b>1,086.00</b>	<b>0.00</b>	<b>0.00</b>
91 - OTHER SOC SV	1,086.00	0.00	1,086.00	1,086.00	0.00	0.00

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
129 - FHS SOCIAL S CONT'D	1,086.00	0.00	1,086.00	0.00	0.00
999 - OTHER	1,086.00	0.00	1,086.00	0.00	0.00
<b>131 - ROADS</b>	<b>735,600.00</b>	<b>0.00</b>	<b>143,672.11</b>	<b>3,750.00</b>	<b>588,177.89</b>
<b>51 - ROADS</b>	<b>735,600.00</b>	<b>0.00</b>	<b>143,672.11</b>	<b>3,750.00</b>	<b>588,177.89</b>
40 - REPAIRS & MA	645,900.00	89,450.00	143,672.11	3,750.00	587,927.89
481 - RDS/CONSTRUC	160,500.00	0.00	42,041.12	0.00	118,458.88
482 - RDS/RESURFA	391,000.00	0.00	14,000.00	0.00	377,000.00
483 - RDS/REPAIRS	94,400.00	89,450.00	87,630.99	3,750.00	92,469.01
50 - UTILITIES	250.00	0.00	0.00	0.00	250.00
580 - COMM	250.00	0.00	0.00	0.00	250.00
90 - OTHER	89,450.00	-89,450.00	0.00	0.00	0.00
999 - MISC	89,450.00	-89,450.00	0.00	0.00	0.00
<b>141 - B&amp;G CARE &amp; M</b>	<b>20,135.00</b>	<b>0.00</b>	<b>15,463.68</b>	<b>0.00</b>	<b>4,671.32</b>
<b>11 - TOWN HALL</b>	<b>20,135.00</b>	<b>0.00</b>	<b>15,463.68</b>	<b>0.00</b>	<b>4,671.32</b>
31 - CTRCT SVS BL	10,710.00	0.00	8,708.60	0.00	2,001.40
310 - PROF SVS	10,710.00	0.00	8,708.60	0.00	2,001.40
40 - REPAIRS & MA	9,425.00	0.00	6,755.08	0.00	2,669.92
410 - BLDGS & GROU	9,425.00	0.00	6,755.08	0.00	2,669.92
<b>21 - RECREATION</b>	<b>8,240.00</b>	<b>-1,573.96</b>	<b>3,233.08</b>	<b>0.00</b>	<b>3,432.96</b>
31 - CTRCT SVS BL	4,250.00	-1,573.96	394.20	0.00	2,281.84
310 - PROF SVS	4,250.00	-1,573.96	394.20	0.00	2,281.84
40 - REPAIRS & MA	3,990.00	0.00	2,838.88	0.00	1,151.12
410 - BLDGS & GROU	3,990.00	0.00	2,838.88	0.00	1,151.12
<b>22 - BUNGANUT</b>	<b>600.00</b>	<b>0.00</b>	<b>369.50</b>	<b>0.00</b>	<b>230.50</b>
31 - CTRCT SVS BL	600.00	0.00	369.50	0.00	230.50
310 - PROF SVS	600.00	0.00	369.50	0.00	230.50
<b>31 - TRANSFER STA</b>	<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>
31 - CTRCT SVS BL	1,500.00	0.00	0.00	0.00	1,500.00
310 - PROF SVS	1,500.00	0.00	0.00	0.00	1,500.00
40 - REPAIRS & MA	500.00	0.00	0.00	0.00	500.00
410 - BLDGS & GROU	500.00	0.00	0.00	0.00	500.00
<b>142 - B&amp;G MOWING</b>	<b>51,559.00</b>	<b>10,073.96</b>	<b>50,872.78</b>	<b>10,740.18</b>	<b>0.00</b>
<b>11 - TOWN HALL</b>	<b>5,850.00</b>	<b>-1,557.95</b>	<b>4,292.05</b>	<b>0.00</b>	<b>0.00</b>
31 - CTRCT SVS BL	5,850.00	-1,557.95	4,292.05	0.00	0.00



# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
143 - B&G MOWING CONT'D						
370 - MOWING	5,850.00	-1,557.95	4,292.05	4,292.05	0.00	0.00
<b>21 - RECREATION</b>	<b>6,989.00</b>	<b>-2,125.70</b>	<b>4,863.30</b>	<b>4,863.30</b>	<b>0.00</b>	<b>0.00</b>
31 - CTRCT SVS BL	6,989.00	-2,125.70	4,863.30	4,863.30	0.00	0.00
370 - MOWING	6,989.00	-2,125.70	4,863.30	4,863.30	0.00	0.00
<b>22 - BUNGANUT</b>	<b>27,220.00</b>	<b>-7,762.75</b>	<b>19,457.25</b>	<b>19,457.25</b>	<b>0.00</b>	<b>0.00</b>
31 - CTRCT SVS BL	27,220.00	-7,762.75	19,457.25	19,457.25	0.00	0.00
370 - MOWING	27,220.00	-7,762.75	19,457.25	19,457.25	0.00	0.00
<b>51 - ROADS</b>	<b>11,500.00</b>	<b>0.00</b>	<b>11,500.00</b>	<b>11,500.00</b>	<b>0.00</b>	<b>0.00</b>
31 - CTRCT SVS BL	11,500.00	0.00	11,500.00	11,500.00	0.00	0.00
370 - MOWING	11,500.00	0.00	11,500.00	11,500.00	0.00	0.00
<b>90 - MISC</b>	<b>0.00</b>	<b>21,520.36</b>	<b>21,520.36</b>	<b>10,760.18</b>	<b>10,760.18</b>	<b>0.00</b>
31 - CTRCT SVS BL	0.00	21,520.36	21,520.36	10,760.18	10,760.18	0.00
370 - MOWING	0.00	21,520.36	21,520.36	10,760.18	10,760.18	0.00
143 - B&G PLOWING	556,510.00	-8,500.00	528,010.00	447,815.74	36,500.00	41,706.26
<b>11 - TOWN HALL</b>	<b>5,200.00</b>	<b>0.00</b>	<b>5,200.00</b>	<b>4,745.00</b>	<b>0.00</b>	<b>455.00</b>
31 - CTRCT SVS BL	5,200.00	0.00	5,200.00	4,745.00	0.00	455.00
360 - PLOW & SAND	5,200.00	0.00	5,200.00	4,745.00	0.00	455.00
<b>21 - RECREATION</b>	<b>800.00</b>	<b>0.00</b>	<b>800.00</b>	<b>725.00</b>	<b>0.00</b>	<b>75.00</b>
31 - CTRCT SVS BL	800.00	0.00	800.00	725.00	0.00	75.00
360 - PLOW & SAND	800.00	0.00	800.00	725.00	0.00	75.00
<b>22 - BUNGANUT</b>	<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>750.00</b>
31 - CTRCT SVS BL	750.00	0.00	750.00	0.00	0.00	750.00
360 - PLOW & SAND	750.00	0.00	750.00	0.00	0.00	750.00
<b>31 - TRANSFER STA</b>	<b>3,500.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>2,625.00</b>	<b>0.00</b>	<b>875.00</b>
31 - CTRCT SVS BL	3,500.00	0.00	3,500.00	2,625.00	0.00	875.00
360 - PLOW & SAND	3,500.00	0.00	3,500.00	2,625.00	0.00	875.00
<b>51 - ROADS</b>	<b>526,260.00</b>	<b>-8,500.00</b>	<b>517,760.00</b>	<b>439,708.74</b>	<b>36,500.00</b>	<b>41,551.26</b>
31 - CTRCT SVS BL	526,260.00	-8,500.00	517,760.00	439,708.74	36,500.00	41,551.26
360 - PLOW & SAND	526,260.00	-8,500.00	517,760.00	439,708.74	36,500.00	41,551.26
143 - B&G WASTE SV	14,440.00	0.00	14,440.00	6,719.76	0.00	7,720.24
<b>11 - TOWN HALL</b>	<b>1,300.00</b>	<b>0.00</b>	<b>1,300.00</b>	<b>510.00</b>	<b>0.00</b>	<b>790.00</b>
31 - CTRCT SVS BL	1,300.00	0.00	1,300.00	510.00	0.00	790.00
330 - WASTE SVS	1,300.00	0.00	1,300.00	510.00	0.00	790.00
<b>21 - RECREATION</b>	<b>6,800.00</b>	<b>0.00</b>	<b>6,800.00</b>	<b>2,975.00</b>	<b>0.00</b>	<b>3,825.00</b>

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>145 - B&amp;G WASTE SV CONT'D</b>						
31 - CTRCT SVS BL	2,600.00	0.00	2,600.00	1,125.00	0.00	1,475.00
330 - WASTE SVS	2,600.00	0.00	2,600.00	1,125.00	0.00	1,475.00
35 - CTRCT SVS WA	4,200.00	0.00	4,200.00	1,850.00	0.00	2,350.00
331 - PROF PORTA P	4,200.00	0.00	4,200.00	1,850.00	0.00	2,350.00
<b>22 - BUNGANUT</b>	<b>5,040.00</b>	<b>0.00</b>	<b>5,040.00</b>	<b>2,790.00</b>	<b>0.00</b>	<b>2,250.00</b>
31 - CTRCT SVS BL	2,940.00	0.00	2,940.00	1,215.00	0.00	1,725.00
330 - WASTE SVS	2,940.00	0.00	2,940.00	1,215.00	0.00	1,725.00
35 - CTRCT SVS WA	2,100.00	0.00	2,100.00	1,575.00	0.00	525.00
331 - PROF PORTA P	2,100.00	0.00	2,100.00	1,575.00	0.00	525.00
<b>51 - ROADS</b>	<b>1,300.00</b>	<b>0.00</b>	<b>1,300.00</b>	<b>444.78</b>	<b>0.00</b>	<b>855.22</b>
31 - CTRCT SVS BL	1,000.00	0.00	1,000.00	144.78	0.00	855.22
330 - WASTE SVS	1,000.00	0.00	1,000.00	144.78	0.00	855.22
35 - CTRCT SVS WA	300.00	0.00	300.00	300.00	0.00	0.00
331 - PROF PORTA P	300.00	0.00	300.00	300.00	0.00	0.00
<b>147 - B&amp;G ENERGY</b>	<b>38,604.00</b>	<b>0.00</b>	<b>38,604.00</b>	<b>12,177.22</b>	<b>0.00</b>	<b>26,426.78</b>
<b>11 - TOWN HALL</b>	<b>11,984.00</b>	<b>0.00</b>	<b>11,984.00</b>	<b>5,445.40</b>	<b>0.00</b>	<b>6,538.60</b>
50 - UTILITIES	11,984.00	0.00	11,984.00	5,445.40	0.00	6,538.60
510 - PROPANE	3,984.00	0.00	3,984.00	1,800.43	0.00	2,183.57
560 - ELECTRICITY	8,000.00	0.00	8,000.00	3,644.97	0.00	4,355.03
<b>21 - RECREATION</b>	<b>1,420.00</b>	<b>0.00</b>	<b>1,420.00</b>	<b>345.57</b>	<b>0.00</b>	<b>1,074.43</b>
50 - UTILITIES	1,420.00	0.00	1,420.00	345.57	0.00	1,074.43
560 - ELECTRICITY	1,420.00	0.00	1,420.00	345.57	0.00	1,074.43
<b>22 - BUNGANUT</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>1,282.52</b>	<b>0.00</b>	<b>2,717.48</b>
50 - UTILITIES	4,000.00	0.00	4,000.00	1,282.52	0.00	2,717.48
560 - ELECTRICITY	4,000.00	0.00	4,000.00	1,282.52	0.00	2,717.48
<b>31 - TRANSFER STA</b>	<b>6,700.00</b>	<b>0.00</b>	<b>6,700.00</b>	<b>2,673.10</b>	<b>0.00</b>	<b>4,026.90</b>
50 - UTILITIES	6,700.00	0.00	6,700.00	2,673.10	0.00	4,026.90
560 - ELECTRICITY	6,700.00	0.00	6,700.00	2,673.10	0.00	4,026.90
<b>51 - ROADS</b>	<b>14,500.00</b>	<b>0.00</b>	<b>14,500.00</b>	<b>2,380.63</b>	<b>0.00</b>	<b>12,119.37</b>
50 - UTILITIES	14,500.00	0.00	14,500.00	2,380.63	0.00	12,119.37
560 - ELECTRICITY	14,500.00	0.00	14,500.00	2,380.63	0.00	12,119.37
<b>148 - B&amp;G SIGNS</b>	<b>5,500.00</b>	<b>0.00</b>	<b>5,500.00</b>	<b>2,116.14</b>	<b>0.00</b>	<b>3,383.86</b>
<b>21 - RECREATION</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
60 - SUPPLIES	500.00	0.00	500.00	0.00	0.00	500.00

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
148 - SIGNS CONT'D	500.00	0.00	500.00	0.00	0.00	500.00
670 - SIGNS	500.00	0.00	500.00	0.00	0.00	500.00
<b>22 - BUNGANUT</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
60 - SUPPLIES	500.00	0.00	500.00	0.00	0.00	500.00
670 - SIGNS	500.00	0.00	500.00	0.00	0.00	500.00
<b>31 - TRANSFER STA</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>14.59</b>	<b>0.00</b>	<b>485.41</b>
60 - SUPPLIES	500.00	0.00	500.00	14.59	0.00	485.41
670 - SIGNS	500.00	0.00	500.00	14.59	0.00	485.41
<b>51 - ROADS</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>2,101.55</b>	<b>0.00</b>	<b>1,898.45</b>
60 - SUPPLIES	4,000.00	0.00	4,000.00	2,101.55	0.00	1,898.45
670 - SIGNS	4,000.00	0.00	4,000.00	2,101.55	0.00	1,898.45
<b>150 - TRF STATION</b>	<b>305,772.00</b>	<b>0.00</b>	<b>305,772.00</b>	<b>158,566.40</b>	<b>0.00</b>	<b>147,205.60</b>
<b>31 - TRANSFER STA</b>	<b>305,772.00</b>	<b>0.00</b>	<b>305,772.00</b>	<b>158,566.40</b>	<b>0.00</b>	<b>147,205.60</b>
35 - CTRCT SVS WA	290,222.00	0.00	290,222.00	150,712.08	0.00	139,509.92
310 - PROF SVS	2,700.00	0.00	2,700.00	1,615.00	0.00	1,085.00
349 - PROF SVS CAN	2,400.00	0.00	2,400.00	1,400.00	0.00	1,000.00
350 - PROF SVS TIP	172,197.00	0.00	172,197.00	91,152.19	0.00	81,044.81
351 - PROF SVS TW	39,750.00	0.00	39,750.00	16,060.18	0.00	23,689.82
352 - PROF SVS REC	7,350.00	0.00	7,350.00	5,165.61	0.00	2,184.39
355 - PROF SVS HAU	23,800.00	0.00	23,800.00	15,661.95	0.00	8,138.05
356 - PROF SVS HW	31,500.00	0.00	31,500.00	9,625.00	0.00	21,875.00
357 - PROF SVS HR	8,225.00	0.00	8,225.00	4,725.00	0.00	3,500.00
358 - PROF SVS HWO	2,300.00	0.00	2,300.00	1,107.15	0.00	1,192.85
359 - PROF SVS MET	0.00	0.00	0.00	4,200.00	0.00	-4,200.00
40 - REPAIRS & MA	8,100.00	0.00	8,100.00	5,336.38	0.00	2,763.62
450 - EQUIPMENT	8,100.00	0.00	8,100.00	5,336.38	0.00	2,763.62
50 - UTILITIES	3,500.00	0.00	3,500.00	1,328.13	0.00	2,171.87
580 - COMM	3,500.00	0.00	3,500.00	1,328.13	0.00	2,171.87
60 - SUPPLIES	2,950.00	0.00	2,950.00	1,005.81	0.00	1,944.19
610 - SUPPLIES	1,450.00	0.00	1,450.00	447.19	0.00	1,002.81
690 - PPG	1,500.00	0.00	1,500.00	558.62	0.00	941.38
90 - OTHER	1,000.00	0.00	1,000.00	184.00	0.00	816.00
920 - STATE FEE'S	500.00	0.00	500.00	184.00	0.00	316.00
930 - HEALTH & WEL	500.00	0.00	500.00	0.00	0.00	500.00
<b>161 - PARKS &amp; REC</b>	<b>13,310.00</b>	<b>0.00</b>	<b>13,310.00</b>	<b>2,344.15</b>	<b>0.00</b>	<b>10,965.85</b>
<b>21 - RECREATION</b>	<b>8,510.00</b>	<b>0.00</b>	<b>8,510.00</b>	<b>2,577.64</b>	<b>0.00</b>	<b>5,932.36</b>

# Expense Summary Report

FUND: 1  
ALL Months

BUDGET ORIGINAL ADJUSTMENT BUDGET NET BUDGET NET YTD NET ENCUM UNEXPENDED BALANCE

ACCOUNT	BUDGET ORIGINAL	ADJUSTMENT	BUDGET NET	BUDGET NET	YTD NET	ENCUM	UNEXPENDED BALANCE
<b>161 - PARKS &amp; REC CONT'D</b>							
40 - REPAIRS & MA	900.00	0.00	900.00	900.00	900.81	0.00	-0.81
450 - EQUIPMENT	900.00	0.00	900.00	900.00	900.81	0.00	-0.81
80 - ADVER, PRINT	500.00	0.00	500.00	500.00	0.00	0.00	500.00
810 - ADVERTISE	500.00	0.00	500.00	500.00	0.00	0.00	500.00
90 - OTHER	7,110.00	0.00	7,110.00	7,110.00	1,676.83	0.00	5,433.17
940 - REC PROGRAMS	6,860.00	0.00	6,860.00	6,860.00	1,639.88	0.00	5,220.12
999 - MISC	250.00	0.00	250.00	250.00	36.95	0.00	213.05
<b>22 - BUNGANUT</b>	<b>4,800.00</b>	<b>0.00</b>	<b>4,800.00</b>	<b>4,800.00</b>	<b>266.51</b>	<b>0.00</b>	<b>4,533.49</b>
37 - CONT OUT	0.00	350.00	350.00	350.00	0.00	0.00	350.00
399 - CONT SVS OTH	0.00	350.00	350.00	350.00	0.00	0.00	350.00
50 - UTILITIES	4,800.00	-350.00	4,450.00	4,450.00	266.51	0.00	4,183.49
580 - COMM	4,800.00	-350.00	4,450.00	4,450.00	266.51	0.00	4,183.49
<b>171 - RES EQUIP</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIC</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	10,000.00	0.00	10,000.00	10,000.00	10,000.00	0.00	0.00
970 - TOWN RESERVE	10,000.00	0.00	10,000.00	10,000.00	10,000.00	0.00	0.00
<b>173 - RES BLDG</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIC</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	10,000.00	0.00	10,000.00	10,000.00	10,000.00	0.00	0.00
970 - TOWN RESERVE	10,000.00	0.00	10,000.00	10,000.00	10,000.00	0.00	0.00
<b>175 - RES CON SVC</b>	<b>18,688.00</b>	<b>0.00</b>	<b>18,688.00</b>	<b>18,688.00</b>	<b>18,688.00</b>	<b>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIC</b>	<b>18,688.00</b>	<b>0.00</b>	<b>18,688.00</b>	<b>18,688.00</b>	<b>18,688.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	18,688.00	0.00	18,688.00	18,688.00	18,688.00	0.00	0.00
970 - TOWN RESERVE	18,688.00	0.00	18,688.00	18,688.00	18,688.00	0.00	0.00
<b>177 - RES MISC</b>	<b>42,715.00</b>	<b>0.00</b>	<b>42,715.00</b>	<b>42,715.00</b>	<b>42,715.00</b>	<b>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIC</b>	<b>42,715.00</b>	<b>0.00</b>	<b>42,715.00</b>	<b>42,715.00</b>	<b>42,715.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	42,715.00	0.00	42,715.00	42,715.00	42,715.00	0.00	0.00
970 - TOWN RESERVE	42,715.00	0.00	42,715.00	42,715.00	42,715.00	0.00	0.00
<b>179 - RESERVES GMF</b>	<b>80,000.00</b>	<b>0.00</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>91 - GMFR</b>	<b>80,000.00</b>	<b>0.00</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	80,000.00	0.00	80,000.00	80,000.00	80,000.00	0.00	0.00

### Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
179 - RESERVES GMF CONTD	80,000.00	0.00	80,000.00	80,000.00	0.00	0.00
978 - GMFR RESERVE	80,000.00	0.00	80,000.00	80,000.00	0.00	0.00
180 - OUTS GEN AD	380,872.00	89,661.00	470,533.00	474,533.36	48,197.00	90,300.64
<b>11 - TOWN HALL</b>	<b>94,700.00</b>	<b>29,661.00</b>	<b>124,361.00</b>	<b>47,070.33</b>	<b>33,200.00</b>	<b>44,090.67</b>
33 - CONT PROF	94,700.00	0.00	94,700.00	40,570.33	26,700.00	27,429.67
310 - PROF SERV	56,500.00	0.00	56,500.00	29,047.83	26,700.00	752.17
320 - PROF SERV LE	32,700.00	0.00	32,700.00	6,022.50	0.00	26,677.50
323 - PROF SERV AU	5,500.00	0.00	5,500.00	5,500.00	0.00	0.00
90 - OTHER	0.00	29,661.00	29,661.00	6,500.00	6,500.00	16,661.00
981 - HR JOB STUDY	0.00	20,030.50	20,030.50	6,500.00	6,500.00	7,030.50
982 - TH FEASIBIL	0.00	9,630.50	9,630.50	0.00	0.00	9,630.50
<b>15 - CEMETERIES</b>	<b>11,500.00</b>	<b>60,000.00</b>	<b>71,500.00</b>	<b>10,793.28</b>	<b>14,997.00</b>	<b>45,709.72</b>
37 - CONT OUT	11,500.00	60,000.00	71,500.00	10,793.28	14,997.00	45,709.72
399 - CONT SVS OTH	11,500.00	60,000.00	71,500.00	10,793.28	14,997.00	45,709.72
<b>17 - PLANNING</b>	<b>41,500.00</b>	<b>-41,000.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
33 - CONT PROF	500.00	0.00	500.00	0.00	0.00	500.00
310 - PROF SERV	500.00	0.00	500.00	0.00	0.00	500.00
37 - CONT OUT	41,000.00	-41,000.00	0.00	0.00	0.00	0.00
399 - CONT SVS OTH	41,000.00	-41,000.00	0.00	0.00	0.00	0.00
<b>22 - BUNGANUT</b>	<b>0.00</b>	<b>41,000.00</b>	<b>41,000.00</b>	<b>41,000.00</b>	<b>0.00</b>	<b>0.00</b>
37 - CONT OUT	0.00	41,000.00	41,000.00	41,000.00	0.00	0.00
399 - CONT SVS OTH	0.00	41,000.00	41,000.00	41,000.00	0.00	0.00
<b>95 - LIBRARY</b>	<b>128,678.00</b>	<b>0.00</b>	<b>128,678.00</b>	<b>128,678.00</b>	<b>0.00</b>	<b>0.00</b>
37 - CONT OUT	128,678.00	0.00	128,678.00	128,678.00	0.00	0.00
399 - CONT SVS OTH	128,678.00	0.00	128,678.00	128,678.00	0.00	0.00
<b>99 - NOT SPECIFIC</b>	<b>44,594.00</b>	<b>0.00</b>	<b>44,594.00</b>	<b>44,593.75</b>	<b>0.00</b>	<b>0.25</b>
37 - CONT OUT	39,594.00	0.00	39,594.00	39,593.75	0.00	0.25
399 - CONT SVS OTH	39,594.00	0.00	39,594.00	39,593.75	0.00	0.25
90 - OTHER	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00
999 - MISC	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00
186 - OUTS GMFR	562,050.00	0.00	562,050.00	468,375.00	93,675.00	0.00
<b>91 - GMFR</b>	<b>562,050.00</b>	<b>0.00</b>	<b>562,050.00</b>	<b>468,375.00</b>	<b>93,675.00</b>	<b>0.00</b>
37 - CONT OUT	562,050.00	0.00	562,050.00	468,375.00	93,675.00	0.00
391 - GMFR PERSONN	384,804.00	0.00	384,804.00	320,670.00	64,134.00	0.00

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
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186 - OUTS GMFR CONTRA	177,246.00	0.00	177,246.00	147,705.00	29,541.00	0.00
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191 - OTHER CIP	20,700.00	0.00	20,700.00	18,118.80	0.00	2,581.20
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<b>11 - TOWN HALL</b>	<b>19,970.00</b>	<b>-31.00</b>	<b>19,939.00</b>	<b>17,787.93</b>	<b>0.00</b>	<b>2,151.07</b>
70 - EQUIPMENT	19,970.00	-31.00	19,939.00	17,787.93	0.00	2,151.07
710 - COMP EQUIP	3,975.00	0.00	3,975.00	3,719.30	0.00	255.70
730 - OFFICE EQUIP	12,275.00	-1,111.00	11,164.00	9,268.63	0.00	1,895.37
790 - OTHER EQUIP	3,720.00	1,080.00	4,800.00	4,800.00	0.00	0.00

<b>31 - TRANSFER STA</b>	<b>300.00</b>	<b>31.00</b>	<b>331.00</b>	<b>330.87</b>	<b>0.00</b>	<b>0.13</b>
70 - EQUIPMENT	300.00	31.00	331.00	330.87	0.00	0.13
790 - OTHER EQUIP	300.00	31.00	331.00	330.87	0.00	0.13

195 - RSU # 57	0.00	5,503,499.35	5,503,499.35	4,586,249.50	917,249.85	0.00
<b>92 - RSU # 57</b>	<b>0.00</b>	<b>5,503,499.35</b>	<b>5,503,499.35</b>	<b>4,586,249.50</b>	<b>917,249.85</b>	<b>0.00</b>
90 - OTHER	0.00	5,503,499.35	5,503,499.35	4,586,249.50	917,249.85	0.00
999 - MISC	0.00	5,503,499.35	5,503,499.35	4,586,249.50	917,249.85	0.00

197 - COUNTY	0.00	300,389.91	300,389.91	300,389.91	0.00	0.00
<b>97 - COUNTY</b>	<b>0.00</b>	<b>300,389.91</b>	<b>300,389.91</b>	<b>300,389.91</b>	<b>0.00</b>	<b>0.00</b>
90 - OTHER	0.00	300,389.91	300,389.91	300,389.91	0.00	0.00
999 - MISC	0.00	300,389.91	300,389.91	300,389.91	0.00	0.00

199 - OVERLAY	0.00	55,445.65	55,445.65	13,431.54	0.00	42,014.11
<b>99 - NOT SPECIFIC</b>	<b>0.00</b>	<b>55,445.65</b>	<b>55,445.65</b>	<b>13,431.54</b>	<b>0.00</b>	<b>42,014.11</b>
90 - OTHER	0.00	55,445.65	55,445.65	13,431.54	0.00	42,014.11
999 - MISC	0.00	55,445.65	55,445.65	13,431.54	0.00	42,014.11

<b>Final Totals</b>	<b>3,946,987.00</b>	<b>5,948,994.91</b>	<b>9,895,981.91</b>	<b>7,427,288.32</b>	<b>1,115,094.17</b>	<b>1,353,599.42</b>
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# ITEM #7: (a.) TRIO Upgrades request

**Select Board**

March 28, 2023

## **TRIO Upgrade – Blue Book to include Heavy Trucks**

I would like to ask that we add this to our TRIO Motor Vehicle program.

When someone comes to register large trucks, even just 3500 heavy duty trucks, we have to call Maine Revenue because the Blue Book information that we currently have now is for automobiles and light trucks only.

It is very difficult to reach the appropriate people for assistance, and since COVID, nearly impossible. We can only call Maine Revenue between 9:00 am and 12:00 pm. Having this TRIO add-on will be incredibly helpful. I have attached the quote that Harris Computer has provided.

Thank you for considering my request.

Respectfully,

Susan J Bellerose, BMV Municipal Agent

Sue asked me if we had the money for this. There is a balance of \$644.73 in the Tax Bills line we are not going to use. I would recommend:

Transfer from account 110-11-80-860 in the amount of \$644.00

Transfer from account 110-11-80-810 in the amount of \$106.00

In the current fiscal year.

Respectfully,

Jeanette Lemay - Treasurer



Date: 03/28/2023  
 Quote #: WAW-LYM-032823  
 Effective To: 7/31/2023  
 Prepared By: Allison Whelchel

## Pricing Proposal

This understanding between the **Town of Lyman**, located at 11 South Waterboro Rd, Lyman, ME 04002 ("Purchaser") and **N. Harris Computer Corporation** at 2429 Military Road Suite 300, Niagara Falls, NY 14304 ("Harris") confirms the purchase of the following licensed software products and/or services:

Item	Description	Quantity	Unit Price	Extended Price
<b>Software Licenses:</b>				
	Heavy Trucks Blue Book - TRIO	1	\$550.00	\$550.00
<b>subtotal for Software Licenses:</b>				<b>\$550.00</b>
<b>Professional Services:</b>				
	PM/Configuration & Set up	1	\$200.00	\$200.00
<b>subtotal for Professional Services:</b>				<b>\$200.00</b>
<b>TOTAL NET PRICE FOR PROJECT:</b>				<b>\$750.00</b>
<b>Annual Support and Maintenance:</b>				<b>\$300.00</b>

## Pricing Notes:

Thank you for your continued support and business!

Maintenance and/or Annual Charges on items quoted will be added to coincide with your current maintenance agreement and pro-rated if necessary.

Maintenance and Support fees "MSF" include all program updates, enhancements and general releases that Harris makes available to the Purchaser as part of its regular software maintenance program. MSF does not include fees for any third-party licenses or Harris services that may be necessary to perform a third-party license upgrade. MSF also includes access to the Harris support hotline.

The initial maintenance amount will be billed and due the earlier of sixty (60) days from the date of signing of the Agreement or the date which represents the Completion of Services. Harris reserves the right to change maintenance and support fees from time to time.

Subsequent years' MSF shall be rendered at the beginning of each year in which services are to be furnished. Lapses in annual MSF will be monitored and will lead to denial of support and upgrade privileges. In the event of a lapse, Purchaser will be subject to reactivation fees not to exceed 40% of the current annual MSF applied to each



# Terms and Conditions

## Payment Terms

Order will be processed with the return of signed quote. Licenses, hardware and services, including travel and lodging expenses, will be billed as product is delivered and/or the work is performed.

## Travel and Lodging Expenses

All charges are exclusive of out-of-pocket expenses for services performed. Charges for actual and reasonable out-of-pocket expenses, including but not limited to travel and lodging expenses, will be billed monthly as accrued.

Travel and lodging expenses will be billed in conjunction with any services work performed at the Purchaser's offices by Harris personnel. Lodging expenses will include hotel expenses and will only be charged if an employee is required to spend the evening. Travel expenses may include airfare if the employee is required to travel by air to reach the Purchaser's offices. Travel may include the cost of a rental car. If an employee uses his/her personal vehicle, mileage will be charged at the currently published IRS reimbursement rate. When an employee is at or traveling to the Purchaser's offices, sixty-five dollars (\$65) per day will be charged to cover meals and incidentals. If an employee must travel on Saturday, Sunday, or a holiday, or is at the purchaser's office on a holiday, one hundred-thirty dollars (\$130) per day will be charged to cover meals and incidentals.

Harris will use its best efforts to minimize all travel and lodging expenses. Only actual travel and lodging expenses will be billed to the Purchaser.

**Applicable Tax:** Quote does not include applicable sales tax. If the Purchaser is Tax Exempt, a Tax Exemption Certificate (or other documentation) must be provided with this signed contract. Otherwise, applicable sales tax will be applied at the time of billing.

**Purchaser: Town of Lyman, ME**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# Expense Detail Report

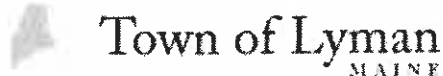
ALL Accounts  
ALL Months

TRANS DATE	RCB/ PER TYPE JRNL	DESCRIPTION---	WRN CHECK#	VENDOR-----	T	CURRENT BUDGET	NET	UNEXPENDED BALANCE
101 - SALARIES						650,086.00	416,198.76	233,887.24
102 - BENEFITS						303,871.00	189,016.64	114,854.36
110 - GEN ADMIN						147,583.00	0.00	147,583.00
<b>11 - TOWN HALL</b>						<b>135,436.00</b>	<b>0.00</b>	<b>135,436.00</b>
32 - CTRCT SVS EQ						65,206.00	52,421.72	12,784.28
39 - CONT SVS OTH						15,909.00	11,139.00	4,770.00
50 - UTILITIES						7,750.00	5,762.50	1,987.50
60 - SUPPLIES						18,383.00	12,064.59	6,318.41
80 - ADVER, PRINT						23,300.00	0.00	23,300.00
810 - ADVERTISE						4,500.00	2,962.00	1,538.00
830 - FORMS						9,700.00	5,467.43	4,232.57
850 - TOWN REPORT						6,000.00	0.00	6,000.00
860 - TAX BILLS						3,100.00	0.00	3,100.00
09/20/22	09	A 0143 POSTAGE TAX BILLS	0015	9262	01013 - MPX BUSINESS		1,332.41	
09/20/22	09	A 0143 TAX BILLS	0015	9262	01013 - MPX BUSINESS		508.99	
09/20/22	09	A 0143 TAX BILL INSERT	0015	9262	01013 - MPX BUSINESS		454.65	
02/13/23	02	E 0473 REMINDER POST CARDS			00056 - EDISON PRESS		159.22	
03/06/23	03	A 0486 REMINDER POST CARDS	0038	9622	00056 - EDISON PRESS		0.00	
		<b>Object.....</b>				<b>3,100.00</b>	<b>2,455.27</b>	<b>644.73</b>
		<b>Expense....</b>				<b>23,300.00</b>	<b>10,884.70</b>	<b>12,415.30</b>
		<b>Division....</b>				4,888.00	3,355.04	1,532.96
		<b>Department..</b>				<b>135,436.00</b>	<b>95,627.55</b>	<b>39,808.45</b>
						<b>12,147.00</b>	<b>3,744.46</b>	<b>8,402.54</b>
						<b>147,583.00</b>	<b>99,372.01</b>	<b>48,210.99</b>
117 - GEN ADMIN IN						37,428.00	29,487.00	7,941.00
125 - ACO						8,957.00	6,997.93	1,959.07
128 - FHS C/A						1,000.00	0.00	1,000.00
129 - FHS SOCIAL S						1,086.00	1,086.00	0.00
131 - ROADS						235,000.00	147,422.11	588,177.89
141 - B&G CARE & M						28,403.04	19,066.26	10,336.78
142 - B&G MOWING						61,632.96	61,632.96	0.00
143 - B&G PLOWING						528,010.00	483,973.74	44,036.26
145 - B&G WASTE SV						14,440.00	6,409.78	8,030.22
147 - B&G ENERGY						36,604.00	12,137.22	26,466.78
148 - B&G SIGNS						5,500.00	1,836.14	3,663.86
150 - TRF STATION						305,772.00	138,428.42	147,343.58

106

644.73

# ITEM #7: (b.) Request for board approval for sub-letting



## CONTRACTOR/SUBCONTRACTOR AGREEMENT

Date 1/5/23

This agreement is between Laurent Blanchette Contractor/Subcontractor with Federal ID # or SS # of 005-90-1145 and the Town of Lyman. For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged Contractor/Subcontractor and the Town of Lyman hereby agree as follows;

### Article 1. Statement of Work

From time to time, Contractor/Subcontractor may provide services for the Town of Lyman. It may involve materials for the job, labor and equipment necessary required for said job sites within the State of Maine.

### Article 2. Insurance

The Contractor/Subcontractor, at its own expense shall obtain and maintain in full force and effect without interruption the following minimum levels of insurance, with a Certificate of Insurance evidencing the following coverage. Certificates are to be provided directly to Town of Lyman via regular mail or e-mail before the start of work and upon renewal.

- A. Workers' Compensation: Statutory Coverage for State of Maine with Employers Liability Limits of \$500,000 Each Accident/\$500,000 Policy Limit – Disease/\$500,000 Each Employee – Disease. If you are self-employed (no employees) you must submit a predetermination form from the State of Maine Workers' Compensation Board (call 287-7071 for the application). That certificate must be given to the Town of Lyman before commencement of work. A Waiver of Subrogation in favor of Town of Lyman must also be included.
- B. Commercial General Liability: Covering the legal liability (including liability assumed contractually) of the Contractor/Subcontractor, covering claims for bodily injury and property damage arising out of the services to be performed by the Contractor/Subcontractor, or those working on Contractor/Subcontractor's behalf, in an amount not less than \$1,000,000 per one occurrence, \$2,000,000 general aggregate (subject to a per project general aggregate provision), \$1,000,000 Products/Completed Operations aggregate limit. **Contractor / Subcontractor must name Town of Lyman as additional insured on said policy for both ongoing and completed operations on a primary and noncontributory basis.** A Waiver of Subrogation in favor of Town of Lyman must also be included.
- C. Automobile Insurance covering Bodily Injury & Property Damage Liability (including owned, hired and non-owned autos) with a \$1,000,000 Combined Single Limit. When a company vehicle is onsite, subcontractor must name Town of Lyman as additional insured on said policy on primary and noncontributory basis. A waiver of subrogation in favor of the Town of Lyman must also be included.

Article 3. Indemnification / Hold Harmless

To the fullest extent permitted by law, the Contractor/Subcontractor shall indemnify, hold harmless and defend Town of Lyman from and against any claims, damages, losses and expenses, including but not limited to reasonable attorneys' fees, arising out of or resulting from Contractor/Subcontractor's performance of their work.

Article 4. General

The Contractor/Subcontractor shall take all safety precautions with respect to the work, shall comply with all safety measures required by Town of Lyman and with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority for the safety of persons or property.

The Contractor / Subcontractor shall not assign or sub-let this Contract/Subcontract or any part thereof and shall not assign any money due or to become due hereunder, without first obtaining the written consent of the Town of Lyman. Any attempted assignment in violation of this provision shall be null and void.

In case of default on the part of the Contractor/Subcontractor under the terms of this agreement, the material, supplies and construction equipment of the Contractor/Subcontractor that have been paid for by the Town shall be left on the job. Lyman shall have all legal and equitable remedies.

The Contractor / Subcontractor shall comply with all Federal and State Laws, codes, and regulations and all municipal ordinances and regulations effective where the work under this Contract/Subcontract is to be performed, and to pay all costs and expenses connected with such compliance, to pay all fees and taxes, including sales and use taxes, also to pay all taxes imposed by the State of Maine laws.

Contractor/Subcontractor is an independent contractor and not an employee of Town of Lyman

Article 5. Warranty

Contractor/Subcontractor warrants its work for a period of ONE year against all defects in materials or workmanship.

OR

Contractor / Subcontractor warrants its work as follows: \_\_\_\_\_

Article 6. Payment

Town of Lyman will accept invoices from Contractor/Subcontractor via e-mail or regular mail. Invoices will be approved, processed and paid in a timely fashion and in accordance to 30-A M.R.S.A §5603.

Subcontractor

Signature



Print Name

Laurent Blanchette

Title

Owner

Date

1/5/23

Town of Lyman Representative

Signature



Print Name

Ralph Blackington

Title

Select Board Chair

Date

1/17/23

# ITEM #7: (c.) Request for waivers

**Town of Lyman**  
MAINE

## CONTRACTOR/SUBCONTRACTOR AGREEMENT

Date 3/16/2023

This agreement is between Murphy Associates, Inc. Contractor/Subcontractor with Federal ID # or SS # of 01-0422587 and the Town of Lyman. For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged Contractor/Subcontractor and the Town of Lyman hereby agree as follows;

### Article 1. Statement of Work

From time to time, Contractor/Subcontractor may provide services for the Town of Lyman. It may involve materials for the job, labor and equipment necessary required for said job sites within the State of Maine.

### Article 2. Insurance

The Contractor/Subcontractor, at its own expense shall obtain and maintain in full force and effect without interruption the following minimum levels of insurance, with a Certificate of Insurance evidencing the following coverage. Certificates are to be provided directly to Town of Lyman via regular mail or e-mail before the start of work and upon renewal.

- ✓ A. Workers' Compensation: Statutory Coverage for State of Maine with Employers Liability Limits of \$500,000 Each Accident/\$500,000 Policy Limit – Disease/\$500,000 Each Employee – Disease. If you are self-employed (no employees) you must submit a predetermination form from the State of Maine Workers' Compensation Board (call 287-7071 for the application). That certificate must be given to the Town of Lyman before commencement of work. A Waiver of Subrogation in favor of Town of Lyman must also be included.
- ✓ B. Commercial General Liability: Covering the legal liability (including liability assumed contractually) of the Contractor/Subcontractor, covering claims for bodily injury and property damage arising out of the services to be performed by the Contractor/Subcontractor, or those working on Contractor/Subcontractor's behalf, in an amount not less than \$1,000,000 per one occurrence, \$2,000,000 general aggregate (subject to a per project general aggregate provision), \$1,000,000 Products/Completed Operations aggregate limit. **Contractor / Subcontractor must name Town of Lyman as additional insured on said policy for both on going and completed operations on a primary and noncontributory basis.** A Waiver of Subrogation in favor of Town of Lyman must also be included.
- C. Automobile Insurance covering Bodily Injury & Property Damage Liability (including owned, hired and non-owned autos) with a \$1,000,000 Combined Single Limit. When a company vehicle is onsite, **subcontractor must name Town of Lyman as additional insured on said policy on primary and noncontributory basis. A waiver of subrogation in favor of the Town of Lyman must also be included.**

Article 3. Indemnification / Hold Harmless

To the fullest extent permitted by law, the Contractor/Subcontractor shall indemnify, hold harmless and defend Town of Lyman from and against any claims, damages, losses and expenses, including but not limited to reasonable attorneys' fees, arising out of or resulting from Contractor/Subcontractor's performance of their work.

Article 4. General

The Contractor/Subcontractor shall take all safety precautions with respect to the work, shall comply with all safety measures required by Town of Lyman and with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority for the safety of persons or property.

The Contractor / Subcontractor shall not assign or sub-let this Contract/Subcontract or any part thereof and shall not assign any money due or to become due hereunder, without first obtaining the written consent of the Town of Lyman. Any attempted assignment in violation of this provision shall be null and void.

In case of default on the part of the Contractor/Subcontractor under the terms of this agreement, the material, supplies and construction equipment of the Contractor/Subcontractor that have been paid for by the Town shall be left on the job. Lyman shall have all legal and equitable remedies.

The Contractor / Subcontractor shall comply with all Federal and State Laws, codes, and regulations and all municipal ordinances and regulations effective where the work under this Contract/Subcontract is to be performed, and to pay all costs and expenses connected with such compliance, to pay all fees and taxes, including sales and use taxes, also to pay all taxes imposed by the State of Maine laws.

Contractor/Subcontractor is an independent contractor and not an employee of Town of Lyman

Article 5. Warranty

Contractor/Subcontractor warrants its work for a period of ONE year against all defects in materials or workmanship.

OR

Contractor / Subcontractor warrants its work as follows: NONE

Article 6. Payment

Town of Lyman will accept invoices from Contractor/Subcontractor via e-mail or regular mail. Invoices will be approved, processed and paid in a timely fashion and in accordance to 30-A M.R.S.A §5603.

Subcontractor

Signature



Print Name

JAMES H MURPHY JR

Title

Pres

Date

3/16/2023

Town of Lyman Representative

Signature

Print Name

Title

Date