

**Town of Lyman**  
**Select Board Regular Meeting Agenda**  
**Monday May 1<sup>st</sup>, 2023 – Lyman Town Hall**

Welcome to the May 1<sup>st</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    ZBA letter (*Tabled from last meeting*)
- c. Complaints
  - John Mead – (*Tabled from last meeting*)

**ITEM #3**            **MINUTES**

- a. Review / Approve meeting minutes 4/18/2023.

**ITEM #4**            **SIGN WARRANTS**

- a. Payroll Warrant **#46** in the amount of **\$25,162.92**
- b. Accounts Payable Warrant **#47 (FY2023)** in the amount of **\$593,881.89**

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

- a. ARPA funding – Scope of work for RFPs due May 1<sup>st</sup>. Discuss putting RFPs out to bid
- b. Planning Board – Request for Ordinance Amendment for Town Vote (*Tabled from last meeting*)
- c. Stagecoach Road, discussion from last meeting, no further updates waiting on Town Attorney.
- d. IT Committee – approve a statement of purpose. (*Tabled from last meeting*)
- e. Bunganut Committee – approve statement of purpose. (*Tabled from last meeting*)
- f. YMCA contract revisions, updates and park management rules, review and approve
- g. Dumpster for Bunganut Park – review/approve quotes for services
- h. RFP – Architect Engineer Services – discuss next steps
- i. RFP – IT Remote Managed Services – discuss next steps

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

- a. Road Commissioner –
- b. Fire Chief –
- c. Tax Clerk –
- d. CEO –
- e. Treasurer – Expense Report 4/27/2023
- f. Town Hall Expansion Committee –
- g. Other -

**ITEM #7**            **NEW BUSINESS**

- a. Board approval for deputy clerk access to vault.
- b. Review and approve Warrant for Annual Town Meeting June 15<sup>th</sup>, 2023
- c. Appointment, review/approve committee application for Bunganut Committee
  - William Single   •Michelle Feliccitti   •Karen Kane   •Holly Hart
- d. Appointment, review/approve committee application for IT Committee
  - William Single   •Michelle Feliccitti   •Nigel Sampson



- e. Appointment, review/approve committee application for Parks & Recs Committee
  - Jonna Johnson • Clair Campbell
- f. Appointment, review/approve committee application for Comprehensive Plan Committee
  - Don Herson • John Tibbetts
- g. Appointment, review/approve committee application for Ordinance Review Committee
  - Don Herson • John Tibbetts

**EXECUTIVE SESSION**

**OTHER**

**ADJOURN**

**ITEM #2: (b.) Mail**

**TOWN OF LYMAN  
ZONING BOARD OF APPEALS  
11 SOUTH WATERBORO ROAD**


**LYMAN, MAINE 04002  
www.Lyman-ME.gov  
1-207-247-0649**

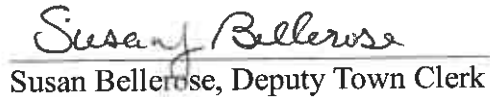
**NOTICE OF SCHEDULED PUBLIC HEARING**

**Date: April 10, 2023**

The **LYMAN ZONING BOARD OF APPEALS** will be holding a **PUBLIC HEARING** on **Tuesday, May 2, 2023, at 6:00 PM** at the Lyman Town Hall, 11 South Waterboro Road.

This **Public Hearing** is on the appeal from **Linda Bessette** regarding the mislocated building at **130 Bunganut Pond Road** and shown as **Lot 037-5A on Tax Map 02** of the Assessor's Maps.

  
Tom Larned, Chairman

  
Susan Bellerose, Deputy Town Clerk

**NOTE: SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE NOTIFY THE ZONING BOARD OF APPEALS CLERK ASAP AT 207-247-0648 OR AT [adminceo@lyman-me.gov](mailto:adminceo@lyman-me.gov).**

## ITEM #2: (c.) Complaints

Lyman Town Hall  
11 South Waterboro Rd  
Lyman, Maine 04073

To Whom It May Concern,

According to the State of Maine and D.O.T laws regarding the placement of snow on a public R.O.W. which is ABC Lane off South Waterboro, Road in the Town of Lyman, Maine in York County Maine.

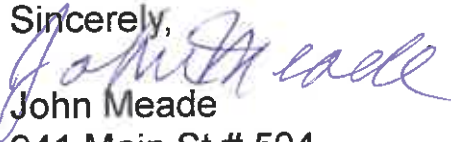
"Prohibits a person from placing snow on a public way that has not accumulated there naturally". This pile of snow prevents me gaining access to my property Map 5 Lot 2A.

This is the second time this has happened, as I asked the abutter not to plow in the right of way.

Maine D.O.T. 23 MRS 51001 560 A .2d 552me (19891) 29.A MRS S2396.

I will fully appreciate all efforts made in this matter of concern to me.

Sincerely,



John Meade  
941 Main St # 504  
Sanford, Me 04073  
857-753-0803  
3/25/2023

c.c. M.K.

G.R.

L.M.

B.M.



# ITEM #3: (a.) Minutes

Town of Lyman  
Select Board Regular Meeting Minutes  
Tuesday April 18<sup>th</sup>, 2023 – Lyman Town Hall

**Selectboard members present:** Thomas Hatch (Vice Chair), Jessica Picard, John Tibbetts, David Alves (Via Zoom)

**Selectboard members absent:** Ralph “Rusty” Blackington (Chair)

## EXECUTIVE SESSION

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

**Jessica Picard – Makes a motion to go into executive session per 1 M.R.S.A 405 (C) real or personal property matters**

**John Tibbetts – Seconds the motion. Motion passes: 4-0-0**

**Jessica Picard – Makes a motion to come out of executive session. John Tibbetts seconds. Motion passes: 4-0-0**

## ITEM #1

### SPECIAL OFFERS/ PRESENTATIONS

#### a. Cemetery Committee, tree cutting project

**Shelia McNeil** – States there are four cemeteries that need to be taken care of before moving on to any other cemeteries.

**Steven Carpenteri** – States the tree cutter does not have a crane and was told he could not sub-contract without board approval. He will be doing the tree cutting then going in after the trunks are removed and clearing and chipping the brush. These cemeteries may look like a mess right now, but this is because we have not got a crane to go in yet to move the larger trees. This contractor has done work for the Town before and always subbed a crane.

**Jeanette Lemay** – Explains this issue came to us because someone called the Town Hall and stated they were being asked to bid on some tree work for the Town and they didn't know if it was some sort of a hoax. If Larry had been subbing work before, it was not known to the Town. We've updated our policies around insurance requirements for contractors and have been in discussion with Larry about the policy. She asks who will clean up the brush, where are the big trunks going when they are being moved, and who will clean up the brush.

**Jessica Picard** – Clarifies the board could waive the restriction on sub-contracting.

**Steve Carpenteri** – States property owners and other people will take the hard wood for free, however the pines are usually left behind. The brush will be chipped up as much as possible. Without having a crane right now, the cemetery committee will need an extension on time for use of the funds.

**Thomas Hatch** – Asks what the plans are for each cemetery on how they will be cleaned up, what happens when the wood is not taken, and if the cemetery committee can write up what their plan will be going forward.

**Jeanette Lemay** – Explains as long as the money is encumbered before June 30<sup>th</sup> and the work is underway the timeline can extend a little further into the year because the books don't close until some time after. Otherwise, the board can put a warrant article question for Town Meeting to carry over remaining funds into the next fiscal year.

**Katrina Randal** – States the board could put notices out there is hard available if someone wants to pick up. For the pines she asks if we can bring it to the dump or get rid of it somehow.

**Brad Nikel** – States the left-over pine and brush can be taken to a pit on Route 111. They take stumps and brush.

Town of Lyman  
Select Board Regular Meeting Minutes  
Tuesday April 18<sup>th</sup>, 2023 – Lyman Town Hall

**Jessica Picard – Makes a motion to waive the subcontracting clause for Larry Blanchett provided any sub-contractor he hires provides all the necessary insurance requirements per our policy.**  
**John Tibbetts – Seconds the motion. Motion passes: 4-0-0**

**ITEM #2**      **MINUTES**

- a. [Review / Approve meeting minutes 4/3/2023.](#)

**David Alves – Makes a motion to approve. Jessica Picard seconds. Motion passes: 4-0-0**

**ITEM #3**      **SIGN WARRANTS**

- a. [Payroll Warrant #45 in the amount of \\$24,941.64](#)

**David Alves – Makes a motion to approve. Jessica Picard seconds. Motion passes: 4-0-0**

- b. [Accounts Payable Warrant #44 \(FY2023\) in the amount of \\$84,033.26](#)

**David Alves – Makes a motion to approve. Jessica Picard seconds.**

**David Alves –** Asks if we want to release the funds for Breakwood Trees or wait until we receive all the insurance paperwork.

**Jeanette Lemay –** States we have all the paperwork for Breakwood Trees. We will need the paperwork for the Crane when one is hired. This invoice is for cutting the trees.

**Motion passes: 4-0-0**

**EXECUTIVE SESSION**

[1.M.R.S.A §405 \(A\) Personnel Matters](#)

**Jessica Picard – Makes a motion to go into executive session per 1.M.R.S.A 405 (A) Personnel Matters.**

**David Alves – Seconds the motion. Motion passes: 4-0-0**

**Jessica Picard – Makes a motion to come out of executive session.**

**John Tibbetts – Seconds the motion. Motion passes: 4-0-0**

**ITEM #4**      **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.](#)

Item tabled.

- b. [Mail](#)

• [ZBA – Notice of Public Hearing](#)

Item tabled

- c. [Complaints](#)

• [John Mead](#)

Item tabled.

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

- a. [ARPA funding – discuss RFPs. Where are we at?](#)

Item tabled.

- b. [Planning Board – Request for Ordinance Amendment to be put to Town Vote](#)

**John Tibbetts –** Explains he looked through the charter and found language that zoning ordinance amendments aren't under the control of the Select Board. We should look into this more.

**David Alves –** Asks to look into the current charter under section 202 and section 701.

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**Lindsay Gagne** – Explains warrant articles cannot be inserted into the warrant after a certain time. May 1<sup>st</sup> is the deadline for money articles and May 16<sup>th</sup> is the deadline for non-money articles. The warrant will be ready on May 1<sup>st</sup> for the Board to sign and if necessary, we can add non-money articles no later than May 16<sup>th</sup>.

**Thomas Hatch** – States we are tabling this item till the next meeting and the board will look into what John was explaining.

**Don HERNON** – States the charter talks about the will of the people and in his opinion, this should go to the voters. We don't have any pending contract zoning projects, but who's to say we won't get any in the next couple of months or so.

**David Alves** – States he would like to see changes get brought to as many voters as possible and the intention of the new charter was to encourage more awareness of ordinance changes. This language in the charter has been there for several years and has never been addressed up until now. The contract zoning change is not an emergency, and he would rather see that we use the process and get as many voters informed as possible.

**Joe Wagner** – States the language in contract zoning as it is written seems too loose that it could become a litigation issue potentially if someone were to challenge it.

- c. [Stagecoach Road, discussion from last meeting, no further updates waiting on Town Attorney.](#)  
Item tabled.
- d. [IT Committee – approve a statement of purpose. Tabled from last meeting](#)  
Item Tabled.
- e. [Bunganut Committee – approve statement of purpose, tabled from last meeting.](#)  
Item Tabled
- f. [YMCA contract revisions. Review from attorney & Insurance provider.](#)

**Lindsay Gagne** – Explains the contract revisions have been reviewed by Town Council and also our insurance provider. We have two conflicting views on the wording the YMCA had originally put in the amendment. Our insurance underwriter ensured that the YMCA would not be liable for issues relating to the general public as the Town is the primary owner and operator of the park. At our workshop with the YMCA, they explained they needed some kind of language in the contract that identifies the Town's municipal immunity. The board will need to decide if they want to stay with Town Council's amendments or add in language per the YMCA recommendations.

**Jessica Picard** – States to carry this over to the next meeting. She would like to know if the YMCA would still sign the agreement without the language in there.

**ITEM #6**

**DEPARTMENT AND COMMITTEE REPORTS**

All items tabled.

- a. [Road Commissioner –](#)
- b. [Fire Chief –](#)
- c. [Tax Clerk –](#)
- d. [CEO –](#)
- e. [Treasurer – Expense Report 4/13/2023](#)
- f. [Town Hall Expansion Committee –](#)
- g. [Other -](#)

**ITEM #7**

**NEW BUSINESS**

- a. [Open RFPs for IT Services.](#)  
RFPs submitted for IT Remote Managed Services
  - o All About IT (Houston, TX)



Town of Lyman  
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- Marco Technologies (Middletown, PA)
- Soft Stages Technologies (Malvern, PA)
- Bean Data (Gray, ME)
- Burgess Technologies (Bath, ME)
- Golden Five (San Pedro, CA)
- Community Square, LLC (Sheridan, WY)
- SPN (Fairfax, VA)

There is discussion among the board to have Lindsay summarize the information submitted and table this to the next meeting before the board makes a decision on awarding the bid.

b. [RSU 57 Election Warrants. Review/Approve](#)

**Jessica Picard – Makes a motion to approve warrant and notice of election calling regional school unit #57 budget validation referendum.**

**John Tibbetts – Seconds the motion. Motion passes: 4-0-0**

**Jessica Picard – Makes a motion to approve warrant and notice of election to call regional school unit #57 referendum.**

**John Tibbetts – Seconds the motion. Motion passes: 4-0-0**

c. [Cleaning services, discuss if changing to one day or keep at two days a week.](#)

Item Tabled

d. [Purchase order for Town Report](#)

**John Tibbetts – Makes a motion to approve the purchase order for Edison Press \$4,364.**

**Jessica Picard – Seconds the motion. Motion passes: 4-0-0**

e. [Appointment, review/approve committee application for Bunganut Committee](#)

•William Single • Michelle Felicitti •Karen Kane •Holly Hart

Item Tabled

f. [Appointment, review/approve committee application for IT Committee](#)

•William Single • Michelle Felicitti •Nigel Sampson

Item Tabled

g. [Appointment, review/approve committee application for Parks & Recs Committee](#)

•Jonna Johnson • Clair Campbell

Item Tabled

h. [Appointment, review/approve committee application for Comprehensive Plan Committee](#)

•Don Herson • John Tibbetts

Item Tabled

**OTHER**

**Joe Wagner** – States the state will be issuing their final rule for LD2003 that goes in effect July 2023. If we need to make changes to our ordinances to comply with the rule it's not likely going to happen in time. The feedback he got from the state was the planning board can operate by applying state rules and regulations even though Town ordinance may not fully comply with LD 2003

**John Tibbetts** – States LD214 has not yet been passed but does address Town's under population of 10,000 would be exempt from LD 2003.

**David Alves** – States there is also provision in LD 2003 for Town's that don't have public water.

**Michelle Felicitti** – Asks the board if they would agree to do a candidate night again this year and she will coordinate with Lindsay getting information out there. The board agrees.

**David Alves** – Asks the board how they want to proceed with the RFP for the architect/engineers?

**Jessica Picard** – States she would want to see what we end up approving for the budget.

Town of Lyman  
Select Board Regular Meeting Minutes  
Tuesday April 18<sup>th</sup>, 2023 – Lyman Town Hall

**ADJOURN**

**Jessica Picard – Makes a motion to adjourn the meeting. John Tibbetts seconds. Motion passes:4-0-0**

\_\_\_\_\_  
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 5 pages are the original minutes of the Board of Selectmen Regular Meeting dated April 18<sup>th</sup>, 2023

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

# ITEM #4: (a.) Payroll Warrant

LYMAN  
10:38 AM

**Payroll Check Register**  
Pay Date: 05/03/2023

04/27/2023  
Page 1

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

1	1,457.70	0.00	1,457.70	05/03/23	79 SUSAN J BELLEROSE
2	117.12	0.00	117.12	05/03/23	032 DANA A CARTER
3	1,896.08	0.00	1,896.08	05/03/23	029 BRENDA D CHARLAND
4	1,028.48	0.00	1,028.48	05/03/23	12 MARCEL DESROSIERS
5	1,438.68	0.00	1,438.68	05/03/23	028 LINDSAY GAGNE
6	1,852.72	0.00	1,852.72	05/03/23	016 LAURIE L GONSKA
7	34.94	0.00	34.94	05/03/23	05 SHIRLEY A HARRISON
8	256.42	0.00	256.42	05/03/23	007 THOMAS M HOLLAND
9	1,055.79	0.00	1,055.79	05/03/23	019 HOLLI L HUTCHINS
10	1,521.44	0.00	1,521.44	05/03/23	015 JEANETTE E LEMAY
11	848.90	0.00	848.90	05/03/23	036 JULIE LEMIEUX
12	1,139.10	0.00	1,139.10	05/03/23	041 RANDALL L MURRAY
13	839.78	0.00	839.78	05/03/23	005 BRADLEY J NIKEL
14	326.59	0.00	326.59	05/03/23	19 BRIAN D. RACICOT
15	460.07	0.00	460.07	05/03/23	002 DAVID W RILEY
16	89.56	0.00	89.56	05/03/23	020 DAVID H SANTORA
17	206.67	0.00	206.67	05/03/23	40 RAYMOND J VALLIERE
18	1,516.77	0.00	1,516.77	05/03/23	76 PAULINE F WEISS
<b>Total</b>	<b>16,086.81</b>	<b>0.00</b>	<b>16,086.81</b>		

### Direct Deposit Checks

19	0.00	16,086.81	16,086.81	05/03/23	D / D 1 BIDDEFORD SAVINGS BANK
<b>Total</b>	<b>0.00</b>	<b>16,086.81</b>	<b>16,086.81</b>		

### Trust & Agency Checks

20	0.00	5,733.05	5,733.05	05/03/23	T & A 1 I.R.S.
21	0.00	1,061.84	1,061.84	05/03/23	T & A 3 ICMA
22	0.00	1,082.19	1,082.19	05/03/23	T & A 2 MAINE REVENUE SERVICES
23	0.00	1,199.03	1,199.03	05/03/23	T & A 9 MPERS
<b>Total</b>	<b>0.00</b>	<b>9,076.11</b>	<b>9,076.11</b>		

### Summary

Checks:	Regular	0.00	18
	D / D	16,086.81	1
	Employee	16,086.81	
	T & A	9,076.11	4
	Voided		0
	<b>Total</b>	<b>25,162.92</b>	<b>23</b>

WARRANT: 46

Check	D / D	Check	Employee	Gross Pay
1	1,457.70	0.00	79 SUSAN J BELLEROSE	2,067.38
2	117.12	0.00	032 DANA A CARTER	126.82
3	1,896.08	0.00	029 BRENDA D CHARLAND	2,775.14
4	1,028.48	0.00	12 MARCEL DESROSIERS	1,302.83
5	1,438.68	0.00	028 LINDSAY GAGNE	1,900.00
6	1,852.72	0.00	016 LAURIE L GONSKA	2,913.46
7	34.94	0.00	05 SHIRLEY A HARRISON	37.84
8	256.42	0.00	007 THOMAS M HOLLAND	286.85
9	1,055.79	0.00	019 HOLLI L HUTCHINS	1,399.77
10	1,521.44	0.00	015 JEANETTE E LEMAY	2,405.15
11	848.90	0.00	036 JULIE LEMIEUX	1,165.50
12	1,139.10	0.00	041 RANDALL L MURRAY	1,713.80
13	839.78	0.00	005 BRADLEY J NIKEL	1,458.00
14	326.59	0.00	19 BRIAN D. RACICOT	409.20
15	460.07	0.00	002 DAVID W RILEY	498.18
16	89.56	0.00	020 DAVID H SANTORA	96.98
17	206.67	0.00	40 RAYMOND J VALLIERE	223.80
18	1,516.77	0.00	76 PAULINE F WEISS	2,186.54
19	0.00	16,086.81	D / D 1 BIDDEFORD SAVINGS BANK	
20	0.00	5,733.05	T & A 1 I.R.S.	
21	0.00	1,061.84	T & A 3 ICMA	
22	0.00	1,082.19	T & A 2 MAINE REVENUE SERVICES	
23	0.00	1,199.03	T & A 9 MPERS	
<b>Total</b>	<b>16,086.81</b>	<b>25,162.92</b>		<b>22,967.24</b>

Put into A/P **9,794.11**  
 Taken out of A/P **(9,076.11)**  
**Total Payroll 25,880.92**

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  
11:20 AM

## A / P Check Register

Bank: BIDDEFORD SAVINGS

04/27/2023  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	9722	10,414.56	04/18/23	47	0569 SECRETARY OF STATE
P	9723	19,033.68	04/24/23	47	0569 SECRETARY OF STATE
R	9724	1,606.50	05/01/23	47	0022 BEAN DATA
R	9725	240.52	05/01/23	47	0170 BRENDA CHARLAND
R	9726	32.00	05/01/23	47	0994 CINTAS CORPORATION- # 758
R	9727	125.00	05/01/23	47	0211 CRIPPLE CREEK CORPORATION
R	9728	1,380.00	05/01/23	47	0133 DAVID W. RILEY
R	9729	36,500.00	05/01/23	47	0248 DAYTON SNOW FIGHTERS INC.
R	9730	50,480.00	05/01/23	47	0233 GOODWINS MILLS FIRE & RESCUE
R	9731	5,000.00	05/01/23	47	0261 GRAVEL INDUSTRIES INC
R	9732	234.75	05/01/23	47	0184 JEANETTE LEMAY
R	9733	6,880.09	05/01/23	47	0311 KCB LANDSCAPING
R	9734	719.55	05/01/23	47	0242 KENNEBUNK SAVINGS
R	9735	75.00	05/01/23	47	0028 M A C A
R	9736	76.50	05/01/23	47	0243 MAINE RESOURCE RECOVERY ASSOC.
R	9737	459.81	05/01/23	47	1111 MARCEL DESROSIERS
R	9738	408.39	05/01/23	47	0259 MMTA SERVICES INC
R	9739	535.00	05/01/23	47	0256 POTTYS-R-US
R	9740	17.59	05/01/23	47	0084 READYREFRESH BY NESTLE
R	9741	458,624.95	05/01/23	47	0419 RSU #57
R	9742	142.79	05/01/23	47	0062 THOMAS HOLLAND
R	9743	356.00	05/01/23	47	0372 TREASURER, STATE OF ME (DEP)
P	99999	496.08	05/01/23	47	0095 CARDMEMBER SERVICE
P	99999	43.13	05/01/23	47	0095 CARDMEMBER SERVICE

**Total 593,881.89**

### Count

Checks	24
Voids	0

Warrant 47

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00022 BEAN DATA</b>						
0595	9724	05	MAY 2023	1387		
MAY 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>00170 BRENDA CHARLAND</b>						
0595	9725	05	MILEAGE	03/01-03/31		
MILEAGE			E 110-11-90-910		240.52	0.00
			OTHER / MILEAGE/TRAV			
			<b>Vendor Total-</b>		<b>240.52</b>	
<b>00095 CARDMEMBER SERVICE</b>						
0595	99999	05	POSTAGE	042123		
POSTAGE			E 110-11-60-650		496.08	0.00
			SUPPLIES / POSTAGE			
			<b>Invoice Total-</b>		<b>496.08</b>	
0595	99999	05	UPS	042623		
UPS			E 110-11-60-610		43.13	0.00
			SUPPLIES / SUPPLIES			
			<b>Invoice Total-</b>		<b>43.13</b>	
			<b>Vendor Total-</b>		<b>539.21</b>	
<b>00994 CINTAS CORPORATION- # 758</b>						
0595	9726	05	13117643	4152875620		
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>						
0595	9727	05	JUN RENT	CRIP0623		
JUN 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>						
0595	9728	05	SERVICES	2022-556		
ROADS REPAIRS/MAINT			E 131-51-40-483		1,170.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
			<b>Invoice Total-</b>		<b>1,170.00</b>	
0595	9728	05	SERVICES	2022-554		
TOWN HALL TRASH			E 145-11-31-330		110.00	0.00
			CTRCT SVS BL / WASTE SVS			
			<b>Invoice Total-</b>		<b>110.00</b>	
0595	9728	05	SERVICES	2022-555		
P&R TRASH REMOVAL			E 145-21-31-330		100.00	0.00
			CTRCT SVS BL / WASTE SVS			
			<b>Invoice Total-</b>		<b>100.00</b>	
			<b>Vendor Total-</b>		<b>1,380.00</b>	
<b>00248 DAYTON SNOW FIGHTERS INC.</b>						
0595	9729	05	MAY 2023	PLOW0523		
MAY 2023			E 143-51-31-360		36,500.00	36,500.00
			CTRCT SVS BL / PLOW & SAND			

Warrant 47

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
<b>Vendor Total-</b>					<b>36,500.00</b>	
<b>00233 GOODWINS MILLS FIRE &amp; RESCUE</b>						
0595	9730	05	KEVLAR VESTS	F-247797		
KEVLAR VESTS	E 720-87-90-999				3,642.50	0.00
	GMFR E / RESERVES - G - OTHER / MISC					
<b>Invoice Total-</b>					<b>3,642.50</b>	
0595	9730	05	MAY 2023	GMFR0523		
MAY 2023	E 186-91-37-391				32,067.00	32,067.00
	CONT OUT / GMFR PERSONN					
MAY 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>	
<b>Vendor Total-</b>					<b>50,480.00</b>	
<b>00261 GRAVEL INDUSTRIES INC</b>						
0595	9731	05	REIMB RECLAMATION ESCROW	030404		
REIMB RECLAMATION ESCROW	G 1-261-00				5,000.00	0.00
	ESCROW/PITS					
<b>Vendor Total-</b>					<b>5,000.00</b>	
<b>00184 JEANETTE LEMAY</b>						
0595	9732	05	MILEAGE REIMB	2/1-4/26		
MILEAGE REIMB	E 110-11-90-910				234.75	0.00
	OTHER / MILEAGE/TRAV					
<b>Vendor Total-</b>					<b>234.75</b>	
<b>00311 KCB LANDSCAPING</b>						
0595	9733	05	REMOVE DEBRIS BUNGANUT	2436		
REMOVE DEBRIS BUNGANUT	E 131-51-40-483				1,500.00	0.00
	REPAIRS & MA / RDS/REPAIRS					
<b>Invoice Total-</b>					<b>1,500.00</b>	
0595	9733	05	MAY 2023	KCB0523		
MAY 2023	E 142-90-31-370				5,380.09	5,380.09
	CTRCT SVS BL / MOWING					
<b>Invoice Total-</b>					<b>5,380.09</b>	
<b>Vendor Total-</b>					<b>6,880.09</b>	
<b>00242 KENNEBUNK SAVINGS</b>						
0595	9734	05	REFUND PAYMENT MADE IN ER	2568		
REFUND PAYMENT MADE IN ER	G 1-120-00				719.55	0.00
	R/E OVERPAYS					
<b>Vendor Total-</b>					<b>719.55</b>	
<b>00028 M A C A</b>						
0595	9735	05	HIGGINS	1000442607		
HIGGINS	E 102-11-20-280				75.00	75.00
	BENEFITS / TRAINING					
<b>Vendor Total-</b>					<b>75.00</b>	
<b>00243 MAINE RESOURCE RECOVERY ASSOC.</b>						
0595	9736	05	FREON & COOP FEE'S	186856		
FREON & COOP FEE'S	E 150-31-35-310				76.50	0.00
	CTRCT SVS WA / PROF SVS					
<b>Vendor Total-</b>					<b>76.50</b>	

**A / P Warrant**

Warrant 47

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>01111 MARCEL DESROSIERS</b>						
0595	9737	05	MILEAGE REIMB		3/27-4/25	
MILEAGE			E 110-11-90-910		459.81	0.00
			OTHER / MILEAGE/TRAV			
<b>Vendor Total-</b>					<b>459.81</b>	
<b>00259 MMTA SERVICES INC</b>						
0595	9738	05	EXCISE TAX REFUND			
EXCISE TAX REFUND			G 1-253-00		408.39	0.00
			EXCISE REF.			
<b>Vendor Total-</b>					<b>408.39</b>	
<b>00256 POTTYS-R-US</b>						
0595	9739	05	PORTA-POTS		24767	
CHADBOURNE FIELD			E 145-21-35-331		110.00	0.00
			CTRCT SVS WA / PROF PORTA P			
<b>Invoice Total-</b>					<b>110.00</b>	
0595	9739	05	PORTA-POTS		24839	
CHADBOURNE FIELD			E 145-21-35-331		175.00	0.00
			CTRCT SVS WA / PROF PORTA P			
<b>Invoice Total-</b>					<b>175.00</b>	
0595	9739	05	PORTA-POTS		24878	
KENNEBUNK POND			E 145-21-35-331		75.00	0.00
			CTRCT SVS WA / PROF PORTA P			
<b>Invoice Total-</b>					<b>75.00</b>	
0595	9739	05	PORTA-POTS		24776	
BUNGANUT			E 145-22-35-331		175.00	0.00
			CTRCT SVS WA / PROF PORTA P			
<b>Invoice Total-</b>					<b>175.00</b>	
<b>Vendor Total-</b>					<b>535.00</b>	
<b>00084 READYREFRESH BY NESTLE</b>						
0595	9740	05	0427507058		D9082635	
H20 0427507058			E 110-11-60-610		17.59	0.00
			SUPPLIES / SUPPLIES			
<b>Vendor Total-</b>					<b>17.59</b>	
<b>00419 RSU #57</b>						
0595	9741	05	MAY 2023		SCHL0523	
MAY 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>						
0595	9722	05	31170		04/06-04/13	
31170			G 1-250-00		10,414.56	0.00
			MTR VEHICLE			
<b>Invoice Total-</b>					<b>10,414.56</b>	
0595	9723	05	31170		04/13-04/20	
31170			G 1-250-00		19,033.68	0.00
			MTR VEHICLE			
<b>Invoice Total-</b>					<b>19,033.68</b>	
<b>Vendor Total-</b>					<b>29,448.24</b>	



**A / P Warrant**

Warrant 47

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00062 THOMAS HOLLAND</b>						
0595	9742	05	MILEAGE	3/6-3/27		
MILEAGE			E 125-72-90-910		142.79	0.00
			OTHER / MILEAGE/TRAV			
			<b>Vendor Total-</b>		<b>142.79</b>	
<b>00372 TREASURER, STATE OF ME (DEP)</b>						
0595	9743	05	06ASW07173	DEP0406231		
06ASW07173			E 150-31-90-920		356.00	0.00
			OTHER / STATE FEE'S			
			<b>Vendor Total-</b>		<b>356.00</b>	
			<b>Prepaid Total-</b>		<b>29,987.45</b>	
			<b>Current Total-</b>		<b>563,894.44</b>	
			<b>EFT Total-</b>		<b>0.00</b>	
			<b>Warrant Total-</b>		<b>593,881.89</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.

# ITEM #5: (d.) IT Committee project statement

## Town of Lyman

Committee Project Statement

IT Committee

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### 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 with consideration 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 including assistance with establishing strategic plans, principles and policies. 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 Board's 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.

# Town of Lyman

Committee Project Statement

IT Committee

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## Budget Line

Funding is pending Town appropriation for each fiscal year. Pending appropriations, funding availability to the committee will be under the budget line identified as "Committees" which is established for all committees to be used as necessary. Request for expenditure shall be in writing and is subject to the approval of Town Manager. In the interim of Town Manager, the Select Board will serve as the authorizing body.

Funding requests in excess of the authorizing power of the Town Manager/ Select Board will be subject to appropriation by Town Meeting.

DRAFT

# ITEM #5: (e.) Bunganut Committee Project Statement

## Town of Lyman

Committee Project Statement

Bunganut Committee

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### Enacting Provisions

The Bunganut Park 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

The committee shall consist of multiple members of which the Select Board shall be the appointing authority and shall be an Adhoc Committee established for a term of one year from the date of April 18<sup>th</sup>, 2023. The Select Board reserves the right, under Municipal Charter, to extend the disestablishment date for up to one additional year.

The Committee shall work in correlation with the Parks and Recreation Committee

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

### Purpose of the Committee

The Bunganut Committee shall provide advisory support to the Select Board liaisons for the allocation of ARPA funding and other related project management tasks for the Bunganut Park. The Committee will also assist in developing plans and strategies for longer term goals for the Park that will support, preserve, protect, maintain, improve, and enhance its natural resources, parkland, and recreational opportunities for current and future generations. Upon disestablishment, responsibility will carry over to the Parks and Recreation Committee.

The Select Board may call to action the Bunganut Committee to respond to delegated tasks at the Boards discretion, in so far as, it is related to goals associated to Bunganut Park

### General Provisions

The Committee shall hold a meeting 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.

# Town of Lyman

## Committee Project Statement

## Bunganut Committee

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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.

### Budget Line

Funding is pending Town appropriation for each fiscal year. Pending appropriations, funding availability to the committee will be under the budget line identified as "Committees" which is established for all committees to be used as necessary. Request for expenditure shall be in writing and is subject to the approval of Town Manager. In the interim of Town Manager, the Select Board will serve as the authorizing body.

Funding requests in excess of the authorizing power of the Town Manager/ Select Board will be subject to appropriation by Town Meeting.

# ITEM #5: (f.) YMCA contract revisions, updates & Park Management Rules

## MANAGEMENT AGREEMENT

This AGREEMENT is entered into on **May 5, 2022** and as amended on **May 1<sup>st</sup>, 2023**, by and between the INHABITANTS OF THE TOWN OF LYMAN, a municipal corporation existing under the laws of the State of Maine and located in the County of York, State of Maine and having a mailing address of 11 South Waterboro Road, Lyman, Maine 04002 (hereinafter "the Town"), and the SANFORD/SPRINGVALE Y.M.C.A., a Maine non-profit corporation with offices at 1 Emile Levasseur Drive, Sanford, County of York and State of Maine (hereinafter "Y.M.C.A.").

WHEREAS, the Y.M.C.A. wishes to manage certain real property owned by the Town located on Brock Road and known as Bunganut Park; and

WHEREAS, the Town, acting through its municipal officers as authorized by Town Meeting, is willing to agree to the management of said premises under the terms and conditions contained herein;

NOW, THEREFORE, in consideration of the mutual conditions and covenants contained herein, the parties agree to the following terms:

1. Basic Contract for services; Description of Property: Pursuant to the terms of this Agreement, the Town contracts with the Y.M.C.A., and the Y.M.C.A. hereby agrees, to manage the land and buildings; known as Bunganut Park, all located at Brock Road and further described as Tax Assessor's Map 2, Lot 10 ("the Premises"), situated in Lyman.

2. Use of the Premises. Use of the Premises shall be limited to the operation of and access to Bunganut Park provided in the Town ~~Department of Parks and Recreation~~ Bunganut Park Management rules, and for other Y.M.C.A. recreation-related purposes under the terms of this Agreement. The Y.M.C.A. will hire the necessary personnel, preference to Lyman Residents, to operate Bunganut Park for the term of the Agreement. All personnel hired by the Y.M.C.A. are employees of the Y.M.C.A. and shall in no way be considered employees of the Town.

Starting May 1<sup>st</sup> of each year, the Y.M.C.A. will begin promoting and securing reservations for Bunganut Park for individual and group usage, organizing administrative tasks and securing staff for the opening day. Beginning on Memorial Day weekend every year, the Y.M.C.A. will operate Bunganut Park every weekend until school is out in June, to also include the Memorial Day holiday. After school is out, the Y.M.C.A. will operate Bunganut Park seven days per week until Labor Day of each year. The Y.M.C.A. shall operate Bunganut Park for the weekend after Labor Day, with the final day of operations being the Sunday following Labor Day.



From the Sunday following Labor Day through the end of October, the Y.M.C.A. shall finish all administrative responsibilities, facility cleaning and facility closing by October 30<sup>th</sup> of each year. The Y.M.C.A. will hire the necessary personnel including one (1) adult employed to supervise the operation of the Park for the term of this Agreement. Monday through Friday, the supervisor and a gatekeeper at the Park's entrance shall be on the premises for ten (10) hours a day; Saturday and Sunday, the supervisor and a gatekeeper shall be on the premises for ten (10) hours a day. The Park shall close at dusk, an exact time to be agreed upon by the parties.

The Town's Department of Parks and Recreation and civic groups may use the garage structure on the premises for meetings during the summer operating season, after obtaining permission from the Y.M.C.A., which permission shall not be unreasonably withheld, conditioned or delayed. The Department of Parks and Recreation will review the current Park rules and fee structure prior to the commencement of the term of the Agreement, and the Town shall have sole authority to change or modify the same. Any changes will require the approval of the Town's Board of Selectmen. The Y.M.C.A. will turn over all Park admission fees to the Town on a monthly basis.

The Y.M.C.A. is responsible for scheduling and making financial arrangements for private functions in the Park and for providing any such reservations to the ~~Select Board Clerk of the Board of Selectmen~~. The Y.M.C.A. will be responsible ~~for for staffing or~~ monitoring such private functions and for cleaning up.

The Y.M.C.A. summer day camp will be located in the Park's garage structure, and children who are residents of Lyman will have priority in enrollment in the camp. The Town is financially responsible for, and has the exclusive discretion to contract for, repairs to the garage necessary under State law to accommodate a Children's Day Camp; repairs may be required by administrative rules of the Maine Department of Human Services, Me Dep't of Hum. Serv., 10-144 CMR 208, promulgated pursuant to statutory authority provided by 22 M.R.S.A. §§ 2491- 2502. The Y.M.C.A. programs, other than the summer day camp, will be offered to Lyman residents at a 50 percent discount from the full rates charged to non-residents. The Y.M.C.A. may use Bunganut Field for Y.M.C.A. summer programs at no additional cost, after confirming with the Department of Parks and Recreation that no scheduling conflicts exist, Town approval for the same shall not be unreasonably withheld, conditioned or delayed. ~~The Town Manager or in absence of the Town Manager the Select Boards designee Department of Parks and Recreation~~ will act as an intermediary between the Board of Selectmen and the Y.M.C.A. The Board of Selectmen has final authority in all matters and management decisions related to the management of Bunganut Park, except as otherwise expressly provided for herein.

3. Payment: The Town will pay the Y.M.C.A. with \$41,000 in 2022, 2023 and in 2024 for the Park Management with the understanding that due to the volatility in the labor force and job market we reserve the right to request additional costs in 2023 and 2024 due to labor expenses. This request will occur in writing and will occur in the early part of 2023 and 2024 respectively.

Park Management to be paid monthly, in arrears, for the term of the Agreement. The Town will provide the amount of \$12,300.00 for the months of ~~June~~, July, August and September, and the Town will provide the amount of \$4,100.00 for the month of October. Any adjustment of the contract price shall require written consent of both parties.

**Commented [SBC1]:** June removed Town does not pay for month of June.

**Commented [SBC2]:** Added per Town Council recommendation

4. Duration: The term of this Agreement shall be for the period beginning May 1, 2022 and ending October 30, 2024, unless sooner terminated for cause.

5. Repairs and Maintenance. The Town agrees to perform at its expense all repairs and maintenance to the Premises, buildings and equipment including, but not limited to, repairs to recreational playground equipment, ~~to~~-glass, light fixtures, carpeting, painting and such a repairs to the existing garage structure as required by law.

6. Operating Expenses. The Town is responsible for supplies, electricity, telephone service, internet service, rubbish removal and portable toilets, and supply of vehicle passes. The Y.M.C.A. is responsible for costs associated with signage, ~~vehicle passes~~, the disbursements of salaries and for any children's supplies related to the Park's children's programs.

7. Access to Premises. The Town, its officials, agents and employees may enter the Premises at any time, provided, however, that the Town shall not unreasonably interfere with the Y.M.C.A. operations and that the Town shall respect all privacy requirements imposed by law.

8. Default. If, during the term of this Agreement, or any extension of the term, the Y.M.C.A. or the Town shall default in the performance of any of the covenants or conditions required by this Agreement, and if default is not corrected within fourteen (14) days after delivery of written notice specifying the default and sent by registered mail, the non-defaulting party shall have the right at its election to terminate this Agreement or, in the case that the Town is the non-defaulting party, to re-enter the Premises and remove all persons and/or improvements from the Premises, or to take any other action for the enforcement of any right or remedy available at law.

9. Waiver. The Y.M.C.A. covenants and agrees that, except as herein otherwise provided, the rights and remedies of the Town under this Agreement shall be cumulative and that the exercise

of any one of them shall not be exclusive of any other right or remedy provided by this Agreement or otherwise allowed by law or in equity and that waiver by the Town of any breach of any covenant or covenants or conditions of this Agreement shall be limited to the particular instance and shall not operate or be deemed to waive any other or further breach of any covenant or covenants or conditions or failure or omission on the part of the Y.M.C.A. to perform any other different covenant or condition on the same or any other occasion and that, except as aforesaid, the receipt of any monies or other amounts of any portion thereof shall not operate as a waiver of the Town's right to enforce the payment of subsequent installments of monies or any of the other rights of the Town under this Agreement, by any remedies which may be available to the Town.

10. Non-Appropriation. Notwithstanding any other provision of the Agreement, if the Municipality does not receive sufficient funds to fund this Agreement and other obligations of the Municipality, if funds are de-appropriated, or if the Municipality does not receive legal authority to expend funds from the Voters then the Municipality is not obligated to make payment under this Agreement.

11. Notices. All notices, demands, or other writings in this Agreement provided to be given or made or sent, or which may be given or made or sent, by either party to the other, shall be deemed to have been fully given or made or sent when made in writing and mailed or delivered by hand as follows:

The Town:                 Select Board  
                                  Lyman Town Offices  
                                  11 South Waterboro Road  
                                  Lyman, ME 04002

The Y.M.C.A.:             Sanford-Springvale Y.M.C.A.  
                                  Executive Director  
                                  P.O. Box 249  
                                  1 Emile Lavoisier Drive  
                                  Sanford, ME 04073

The address to which any notice, demand, or other writing may be given or made or sent to any party as above provided may be changed by written notice by the addressee to the other party.

11. Sublease or Assignment. As this Agreement is solely a management agreement, the Premises shall not be sublet in whole or in part. This Agreement may not be assigned or transferred, without the prior, express, and written consent of the Town. Any attempted unauthorized assignment, sublease, or license to occupy shall be void, and shall terminate this Agreement at the Town's option.

12. Indemnification. Each party agrees to defend, indemnify and hold harmless the other party, its officers, agents and employees from and against any and all expenses, claims, lawsuits, judgments and costs, including reasonable attorney's fees, that they may become liable to pay or defend as the result of the negligent

acts, omissions or willful misconduct of the other party, or its officers, agents or employees, arising out of or in connection with the other party's use of the Premises pursuant to this Agreement; provided, however, nothing herein shall be deemed or construed to be a waiver of the immunity of the Town or any of its employees under the Maine Torts Claims Act.

13. Insurance. The Y.M.C.A. and the Town of Lyman. shall obtain and maintain in full force and effect throughout the term of this Agreement (including any extensions) comprehensive general liability insurance with a company licensed to do business in the State of Maine in an amount not less than One Million Dollars (\$1,000,000) per occurrence. The Y.M.C.A. and the Town of Lyman. shall include ~~the~~ each other as an additional named insured on ~~the Y.M.C.A.'s~~ liability insurance in an amount not less than One Million Dollars (\$1,000,000) per occurrence; provided, further, that the Y.M.C.A. and the Town of Lyman. shall provide each other a Certificate of Insurance showing the same at the time of commencement of this Agreement. The Certificate of Insurance shall provide for a 30-day advance notice of cancellation to the Town.

**Commented [SBC3]:** TOL Insurance underwriter requested removal of language

Regardless, the Town acknowledges that it promulgates the rules of usage of the Park, and the Y.M.C.A. shall manage the Park in accordance with such rules, and as such it is agreed by the Town and the Y.M.C.A. that in regard to the public usage of the Park, the Y.M.C.A. shall not be responsible or liable for any claims stemming from the public usage of the Park, including, but not limited to, the usage of the public waterfront and the playground and sports activities areas, the enforcement for repeated inappropriate uses or behaviors by the public patrons, and public indulgence of behavior altering substances. As to the behaviors mentioned, the YMCA shall first seek to address them but if any matter escalates, the YMCA shall involve law enforcement officials as it has in the past.

**Formatted:** Font: (Default) Times New Roman, 12 pt

14. Amendment. This Agreement may be amended only by written agreement signed by the parties.

IN WITNESS WHEREOF, as of the amendment date of May 1<sup>st</sup>, 2023 first above written, the parties hereto have set their hands and seals by their authorized representatives.

INHABITANTS OF THE TOWN OF LYMAN

William Single-Ralph Blackington, Selectmen's Chair

David Dulong; Thomas Hatch, Vice Chair

Thomas Guillemette David Alves

John E. Tibbetts;

\_\_\_\_\_  
~~Ralph "Rusty" Blackington~~ Jessica Picard

\_\_\_\_\_  
Witness:  
~~Nancy Brandt~~; Lindsay Gagne Selectmen's Clerk

SANFORD/SPRINGVALE Y.M.C.A.

\_\_\_\_\_  
By: Andrew Orazio  
Its: Chief Executive Officer

**From:** [Bradley Morin](#)  
**To:** [Selectmen Board Clerk](#)  
**Cc:** [Jaime Ramsdell](#)  
**Subject:** RE: Contract Revisions  
**Date:** Tuesday, April 25, 2023 4:08:45 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

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My changes can be restored, as long as the insurer approves all of the language (including naming each other as additional insureds), and verifies that the coverage is available. I can see why they would not be responsible for the public, if the public usage is shared with the YMCA programs.

Bradley C. Morin  
**BOURQUE CLEGG**  
**CAUSEY & MORIN LLC**  
949 Main St.  
P.O. Box 1068  
Sanford, ME 04073  
tel. 207-324-4422  
fax. 207-324-9556  
[bmorin@bourqueclegg.com](mailto:bmorin@bourqueclegg.com)  
[www.bourqueclegg.com](http://www.bourqueclegg.com)

**WARNING REGARDING WIRE FRAUD AND ONLINE BANKING FRAUD:**

Do not rely on emailed or faxed wiring instructions alone. If you receive any electronic communications containing wire transfer instructions, ALWAYS call our real estate staff immediately using a trusted telephone number to verify the information prior to sending any funds. Once confirmed, our wiring instructions will not change through the process. BEWARE that online criminals have been known to send emails designed to impersonate real estate professionals, including lawyers, legal staff, bankers and brokers.

CONFIDENTIALITY NOTICE: This E-mail (including attachments) is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510-2521, is confidential and may be legally privileged. This message and any attachments are intended only for the individual or entity named above. Any dissemination, use, distribution, copying or disclosure of this communication by any other person or entity is strictly prohibited. If you are not the intended recipient, do not read, copy, use or disclose this communication to others. Also please notify the sender by replying to this message and then deleting it from your system. Thank you.

---

**From:** Selectmen Board Clerk <[selectboard@lyman-me.gov](mailto:selectboard@lyman-me.gov)>  
**Sent:** Friday, April 21, 2023 12:03 PM  
**To:** Bradley Morin <[bmorin@bourqueclegg.com](mailto:bmorin@bourqueclegg.com)>  
**Cc:** Jaime Ramsdell <[jramsdell@bourqueclegg.com](mailto:jramsdell@bourqueclegg.com)>  
**Subject:** RE: Contract Revisions

Hi Brad,

We spoke with the underwriter for our insurance company. I attached the email. They explained they would cover the Town's ownership and operation of the Park. The YMCA provides COI for specifically their programs they run during the season, however they wanted to ensure there was language in the contract that stipulates that the YMCA is not liable for the general public of the park. Anything to the effect of based on Towns current insurance policies the YMCA will not be held liable for the general public's use of the Park.

Would you recommend keeping the language that the YMCA added, or recommend any other type of language that would cover the limits of the YMCAs liability?

**From:** [Susan Caston](#)  
**To:** [Treasurer](#); [Selectmen Board Clerk](#)  
**Subject:** RE: Town of Lyman - Bunganut Park YMCA agreement - AI versus Named Insured  
**Date:** Wednesday, April 26, 2023 3:39:26 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)

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Hi Jeanette. We can add them as an additional insured/additional member but we do not add them as an additional named insured/member as they are requesting in the agreement. There is a difference between additional insured and additional named insured. So that language "additional named insured" should be changed to "additional insured."

Please send the revised agreement and we can issue the certificate. Thank you.

**Susan Caston CIC, AIC**  
**Senior Underwriter**

**Maine Municipal Association**  
**Risk Management Services**  
60 Community Drive  
PO Box 9109  
Augusta, ME 04332-9109  
1-800-590-5583-207-626-5583 ext 2242  
FAX 624-0130  
[www.memun.org](http://www.memun.org) <<http://www.memun.org>>

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**From:** Treasurer <[treasurer@lyman-me.gov](mailto:treasurer@lyman-me.gov)>  
**Sent:** Wednesday, April 26, 2023 9:46 AM  
**To:** Susan Caston <[scaston@memun.org](mailto:scaston@memun.org)>; Selectmen Board Clerk <[selectboard@lyman-me.gov](mailto:selectboard@lyman-me.gov)>  
**Subject:** RE: Town of Lyman - Bunganut Park YMCA agreement

**CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.**

Hi Susan,

One last question. Will we be able to name YMCA as additionally insured on a COI? Thanks.

**Jeanette Lemay – Treasurer**  
Town of Lyman  
11 So. Waterboro Rd.  
Lyman, ME 04002  
(207) 247-0646

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# Town Of Lyman

## Park Management Rules

Bunganut Park  
224 Brock Road  
Lyman, ME 04002

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Adopted: \_\_\_\_\_

Amended: \_\_\_\_\_

Purpose: The Park Management rules are designated for the management of Bunganut Park (The Park) located on Brock Road in Lyman, Maine. The rules will coincide with the current Park Management Agreement between the two parties known as The Town of Lyman (The Town), and the Sanford Springvale Y.M.C.A (The YMCA). The Select Board has exclusive authority in all matters and management decisions related to the management of the Park, except as otherwise outlined in the Park Management Agreement. The purpose of these rules is to establish and provide reasonable requirements for the management of Bunganut Park.

### General Operations

The YMCA is responsible for staffing and managing the Park from Memorial Day to Labor Day. Management is to include collecting revenues/fees generated from public attendance, collecting data related to public attendance, general clean up during hours of operation to keep facilities cleaned and free from debris, monitoring of general park activities, and reporting any perceived issues and/or concerns to the Town.

Starting May 1<sup>st</sup> of each year the YMCA will begin organizing administrative tasks and securing staff for the opening day. Prior to opening weekend the Select Board or its designee will administer a set of two keys for Park buildings to the YMCA. All keys issued to the YMCA are to be returned to the Town Hall at the end of the season no later than October 30<sup>th</sup> of each year.

Beginning Memorial Day weekend every year, the YMCA will operate Bunganut Park every weekend until school is out in June, to also include Memorial Day holiday. After school is out, the YMCA will operate Bunganut Park seven days a week until Labor Day of each year. The YMCA shall operate Bunganut Park for the weekend after Labor Day, with the final day of operations being the Sunday following Labor Day.

Hours of operation will be from Dusk till Dawn, an exact time to be agreed upon by both parties. To promote the safety of YMCA employees' hours of operation shall not extend beyond reasonable daylight hours.

The YMCA will be responsible for tracking the Parks' daily attendance. The Select Board will determine elements of attendance that should be recorded for the purpose of collecting data that will provide insights into the Parks usage and performance. Recording this data will fall under the YMCAs administrative responsibilities and any information and/or documentation collected will be turned over to the Town at the time of turning in all admission fees as stipulated in the Management Agreement.



# Town Of Lyman

## Park Management Rules

Bunganut Park  
224 Brock Road  
Lyman, ME 04002

Park passes will be issued to Non-residents at a fee determined in the Fee structure, and to Town residents at no additional cost. The Town will develop and provide to the YMCA park passes for each year. These passes should be distributed accordingly and ensure proper allocation is documented and monitored for data collection.

The YMCA is responsible for scheduling and making financial arrangements for private functions in the Park and for providing such documentation of reservations to the Select Board. The YMCA will be responsible for monitoring such private functions and for ensuring cleanup is completed.

### End season closings

From the Sunday following Labor Day the YMCA shall begin responsibilities of facility cleaning and facility closing. All responsibilities, including administrative obligations, shall be finished by October 30<sup>th</sup> of each year.

Closing responsibilities shall include:

- Cleaning of facilities and removal of trash and/or debris within the park. Buildings should be left broom clean, and all buildings shall be closed down and left locked.
- Any belongings of the YMCA shall be removed from within the park including anything left in the buildings.
- Keys to park buildings, gates, etc. are to be turned over to the Town Hall
- All administrative responsibilities to be completed by October 30<sup>th</sup> of each year.

### Fee Structure

The Select Board shall have sole authority to review and/or modify the fee structure. Changes to the fee structure will be considered prior to opening of the Park and proper notification of any changes will be given to the YMCA. The Fee structure will be as follows:

Lyman Residents	\$Free
Non-Residents Daily Charge	\$
Non-Residents Seasonal Pass	\$
Non-Resident Weekly Pass	\$
Senior Citizen (4pm-7pm)/per car	\$
Pines Camping Area Daily Rental	\$

### Payments

The Town will issue the agreed upon payments to the YMCA for the management of the Park. Payment is to be paid to the YMCA on a monthly basis provided the YMCA has turned over all monthly revenues/admission fees collected including all corresponding daily attendance data for the Park.

Starting from the month of July through October monthly revenues/admission fees collected from the Park and corresponding daily attendance data shall be turned over to the Town by the second Friday of the month for the prior month's revenues/fees collected. The Town reserves the right to hold payments for the YMCA until monthly revenues and data are turned over to the Town.

### Ownership of Documents

All documents, Park Attendance Sheets, financial data, notes or other material developed under the management of the Park shall become the property of the Town for records retention. Documents and/or materials shall be delivered to the Town upon completion of services or sooner upon the Town's request or upon termination of the Management Agreement. The YMCA shall be responsible for the protection and/or replacement of any documentation or materials in its possession.

### Management Reporting

Any maintenance, technical, facility needs, or general issues concerns or observations shall be reported to the Select Board in a timely and reasonable manner. The Board relies on its support of Park Management to provide observational reports of Park activities and opportunities for recreational enhancement to promote the enrichment of the Parks natural resources. Any recommendations of facility and/or operational needs the YMCA should report in a reasonable time to allow for the board to plan and implement better strategies. Unless there is otherwise an emergent or immediate concern to the operations of the park, the YMCA shall report any maintenance requirements, damages, hazards, or dangerous activities to the board as soon as is reasonable.

### Amendment

Amendments of Park Management Rules will be under the authority of the Town of Lyman Select Board. The board will give reasonable notice of any changes to the YMCA.

# Town Of Lyman

## Park Management Rules

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Bunganut Park  
224 Brock Road  
Lyman, ME 04002

**Adopted:**

**Effective:**

\_\_\_\_\_  
Ralph “Rusty” Blackington – Chair

\_\_\_\_\_  
Thomas Hatch – Vice Chair

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

\_\_\_\_\_  
John Tibbetts

\_\_\_\_\_  
Jessica Picard

A Majority of the Board of Selectpersons  
Lyman, Maine

\_\_\_\_\_  
Andy Orazio  
Chief Executive Officer  
Sanford Springvale Y.M.C.A

\_\_\_\_\_  
Date

what we know given the approximate calculations of last seasons data.

6500 Non Residents visited the park

73 Seasonal passes were sold at **\$75** per pass equal to **total revenue of \$5,475**

\$31,541.00 Was the Total revenue collected in 2022

\$5,475.00 Subtract revenue of seasonal passes

\$26,066.00 Equals total revenue of daily non residents visiting the park

1737 Non Resident Revenue (\$26,066) total divided by the \$15 per car load  
approximate number of cars that entered the park (=1737 cars)

3 Total non residents (6500) divided by approximate # cars (1737) = approx # people per car  
 $6500 / 1737 = 3.74208$  (or round down to total of 3 people per car load. )

496 Seasonal Passes came through the gate in 2022.

73 Number of passes sold in 2022

6.79 = Average amount of times a person with a seasonal pass enters the park  
Or round down to 6 times.

6 visits at \$15 per car load is a total of \$90 wich gives a \$15 savings to the pass holder.

### Option 1

If approximately 3 people are per carload and approximate 1737 cars enter the park

<b>\$15 per car plus \$1 per person in car</b>	\$18.00	Average amount per park entry
	\$31,266.00	x approximate 1737 cars
<b>\$75 per season park pass (non-residents)</b> (At \$18 per average car load x 6 visits = \$108) <i>An average savings of \$33 to the pass holder</i>	\$5,475.00	x approximate 73 passes sold
	<b>\$36,741.00</b>	<b>Total approx revenues</b>
	\$5,200.00	Difference
		<b>16% Increase from last year</b>

---

### Option 2

If approximately 3 people are per carload and approximate 1737 cars enter the park

<b>\$15 per car plus \$1 per person in car</b>	\$18.00	Average amount per park entry
	\$31,266.00	x approximate 1737 cars
<b>\$100 per season park pass (non-residents)</b> (At \$18 per average car load x 6 visits = \$108) <i>An average savings of \$8 to the pass holder</i>	\$7,300.00	x approximate 73 passes sold
	<b>\$38,566.00</b>	<b>Total approx revenues</b>
	\$7,025.00	Difference
		<b>22% Increase from last year</b>

---

### Option 3

If approximately 3 people are per carload and approximate 1737 cars enter the park

<b>\$15 per car plus \$2 per person in car</b>	\$21.00	Average amount per park entry
	\$36,477.00	x approximate 1737 cars
<b>\$100 per season park pass (non-residents)</b> (At \$21 per average car load x 6 visits = \$126) <i>An average savings of \$26 to the pass holder</i>	\$7,300.00	x approximate 73 passes sold
	<b>\$43,777.00</b>	<b>Total approx revenues</b>
	\$12,236.00	Difference
		<b>38% Increase from last year</b>

#### Option 4

If approximately 3 people are per carload and approximate 1737 cars enter the park

<b>\$20 per car plus \$1 per person in car</b>	\$23.00	Average amount per park entry
	\$39,951.00	x approximate 1737 cars
<b>\$100 per season park pass (non-residents)</b> (At \$23per average car load x 6 visits =\$138) <i>An average savings of \$38 to the pass holder</i>	\$7,300.00	x approximate 73 passes sold
	<b>\$47,251.00</b>	<b>Total approx revenues</b>
	\$15,710.00	Difference
		<b>49% Increase from last year</b>

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

PLATE # \_\_\_\_\_

DATE PURCHASED \_\_\_\_\_



**BUNGANUT  
LAKE**

**SEASONAL PASS**

**2023**

Town of Lyman  
MAINE

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

PLATE # \_\_\_\_\_

DATE ISSUED \_\_\_\_\_



**BUNGANUT  
LAKE**

**RESIDENT PASS**

**2023**

Town of Lyman  
MAINE

Date: 7/1/23

**BUNGANUT 2023 - DAILY ATTENDANCE SHEET**

**DAILY TOTALS**

**Day = \$15.00 per car + \$2 per person**

**4pm -7pm/ Seniors \$10.00 per car**

*Day NR = Daily Non-Resident	\$15/car + \$2/person
*R = Resident	\$Free
*S = Seasonal Non Resident Pass	\$100.00
*W = Weekly Pass	\$50.00
*SC = Senior Citizen/car (4pm-7pm)	\$10.00

# Car	# PPL	Day NR	R	S	W	SC	Total Charge \$	If Issuing a Park Pass Name	If Issuing a Park Pass Address	If Issuing a Park Pass Plate #
1	5	X					\$25.00			
1	4			X			\$100.00	Al Bundy	75 Atlantic Ave Wells, ME	1287RU
1	2		X				\$0.00	Joeseph Murray	180 Howitt Rd, Lyman	732 903
1	6				X		\$50.00	Sasha McGowen	15 Knott St Saco, ME	5647TT
1	3			X			\$0.00	Paid		1287RU
1	6				X		\$50.00	Tim Pool	12 Grove Ave Sanford, ME	A 2456 B
1	8	X					\$31.00			
1	5			X			\$100.00	John Smith	123 Elm St Alfred, ME	0526UZ
1	3					X	\$10.00			
1	6		X				\$0.00	Resident Pass		732 903



Date: 7/1/23

**PINES RENTALS**

Daily = \$250

Date From	Date To	Days Total	\$Total Charge	Name	Address
7/1/2023	7/7/2023	7	\$1,750.00	Carl French	5489 Kennebunk Rd Alfred, ME

## ITEM #5: (g.) Dumpster for Bunganut Quotes

Dumpster Service for Bunganut Park

### CIA Salvage

Offers Seasonal Service

4 yard dumpster **1x weekly Pickup** \$210/month

5 months = **\$1050**

### Troiano

Does not offer seasonal. (*Rental fee of \$45/mo for months the dumpster is not in use*)

4 yard dumpster **1x weekly Pickup** \$283/month

5 months = \$1,415 + 7 months rental fees = \$315 **Total:\$1,730**

4 yard dumpster **2x weekly Pickup** \$478/month

5 months = \$2,390 + 7 months rental fees = \$315 **Total:\$2,705**

Current budget for trash removal at Bunganut \$2,250

# ITEM #5: (i.) IT Remote Managed Services RFPs

## RFP IT Remote Managed Services

Open Sealed Bids 4-18-2023

RFP's received

1. Bean Data (Gray, ME)  
\$61,492 all inclusive
2. Burgess Technology (Bath, ME)  
\$49,543 plus other charges
3. All About IT (Houston, TX)  
\$31,080 plus other charges
4. Soft Stages Technology (Malvern, PA)  
\$34,200 plus other charges
5. Marco Technologies (Middletown, PA)  
30,960 plus other charges
6. Communication Square, LLC (Sheridan, WY)  
\$32,400 plus other charges; RFP did not include on-site support
7. SPN (Fairfax, VA)  
\$61,240 plus other charges
8. Golden Five (San Pedro, CA)  
\$96,000 plus other charges

## 1. Bean Data (Gray, ME)

Submitted 4/14/2023

[bbean@beandata.com](mailto:bbean@beandata.com)

(207)-200-6770

44 Shaker Rd

Gray, ME 04039

Annual Cost =	\$36,892
Initial startup cost	none
Plus pre purchased hours (240)	<u>\$24600</u>
Total Annual cost	\$65,692

(Remote managed services, web hosting services, domain registration, server cloud backup, Microsoft 365, prepurchase of service hours block time.)

*Historically we bought 240 hours of block time and used approximately 220 hours a year. Block time is time used for any services beyond what's outlined in the contract)*

## 2. Burgess Technology (Bath, ME)

Submitted 4/14/2023

[mrice@btsmaine.com](mailto:mrice@btsmaine.com)

(207)-443-9554

6 Oak Grove Ave

Bath, ME 04530

Annual Cost = \$49,543

Initial Start up = Free

(includes bizgaurd guardian managed services plan costs; barracuda appliance managed backup costs; sentinel one costs, barracuda email security suite costs, Microsoft government E3 licensing, artic wolf managed detection and managed risk)

Plus added services

150/hour for On-Site Services during regular hours

180/hour for consulting and software development

225/hour for emergency after hours work

RFP did not include support for Audio/Video recording and/or AV equipment services.

Initial IT Assessment at no charge.

### 3. All About IT (Houston, TX)

Submitted 4/10/2023

[rfp@aaitpro.com](mailto:rfp@aaitpro.com)

(866)-322-6606

5718 Westheimer Suite 1000

Houston, TX 77057

Annual Cost = \$31,080

Initial Start up = No Cost

(Remote managed services, licensing costs, vulnerability tests, other admin support)

Plus added services

95/hour for on-site services

On site support does not detail if this is through a third party or other option.

### 4. Soft Stages Technology (Malvern, PA)

Submitted 4/14/2023

[rfp@softstages.com](mailto:rfp@softstages.com)

(484)-321-8314 Ex:180

20 Mystic Lane

2<sup>nd</sup> Floor

Malvern, PA 19355

Annual Cost = \$34,200

Initial Start up = No Cost

(Remote managed services including 10 hours a month of on-site services.)

Plus added services

50/hour for on-site services beyond the 10 hours a month

On site support does not detail if this is through a third party or other option.

## 5. Marco Technologies (Middletown, PA)

Submitted 4/12/2023

[rj.curran@marconet.com](mailto:rj.curran@marconet.com)

(717)-781-4966

1501 Fulling Mill Rd

Middletown, PA 17057

Annual Cost =	\$30,960
With initial startup cost =	<u>\$4,245</u>
Total first year =	\$35,205

Option to extend an additional three years. Contract includes option for Marco to increase costs at 10% each year if they choose to do so.)

Additional users/devices = 104/month

?On Site support is provided, no hourly rate is described or detail if this would be through a third party.

RFP did not include: Web hosting supports, AV tech supports

## 6. Community Square, LLC (Sheridan, WY)

Submitted 4/17/2023

[maham.asad@communicationsquare.com](mailto:maham.asad@communicationsquare.com)

(772)-210-1040 Ex: 712

30 N Gould St, Ste 20333

Sheridan, WY 82801

Annual Cost =	\$32,400
Initial Start up =	<u>\$4,000</u>
Total First year =	\$36,400

(Help desk support for user workstations including remote agent based monitoring, updating OS with the latest security patches and software versions, data protection from virus, malware and cyber attacks, setup monitor and manage user data backups and restore when needed, remote serves for network devices)

On-site support not included in RFP

## 7. SPN (Fairfax, VA)

Submitted 4/17/2023

[daryl.davies@spnsolutions.net](mailto:daryl.davies@spnsolutions.net)

(301)-237-5315

10565 Fairfax Blvd, Suite 203

Fairfax, VA 22030

Annual Cost =	\$61,240
Initial Start up =	<u>\$4,400</u>
Total first year =	\$67,640

(Remote managed services, licensing costs, vulnerability tests, other admin support)

Plus added services

120/hour for on-site services

137/hour for after hours on-site services

137/hour for on-site services on holidays

On site support does not detail if this is through a third party or other option.

## 8. Golden Five (San Pedro, CA)

Submitted 4/17/2023

[nitin.saxena@goldenfive.net](mailto:nitin.saxena@goldenfive.net)

(213)-631-5660

1379 Park Western Dr. STE 572

San Pedro, CA 90732

Annual Cost =	\$96,000
Initial Start up =	<u>\$3,000</u>
Total first year =	\$99,000

(Remote managed services, IT remote support, support desk via chat, email or phone, daily network system and server health checkups)

Plus added services

800/ per on-site visit (8 hours support with ravel included)

Added email and/or devices will incur an added cost

On site support does not detail if this is through a third party or other option.

# Expense Summary Report

FUND: 1  
ALL Months

## ITEM #6: (e.) Expense Report

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>11 - TOWN HALL</b>	<b>402,574.00</b>	<b>-9,305.00</b>	<b>393,269.00</b>	<b>300,662.90</b>	<b>0.00</b>	<b>92,606.10</b>
10 - SALARIES	402,574.00	-9,305.00	393,269.00	300,662.90	0.00	92,606.10
102 - SELECT BD CL	53,235.00	-3,978.00	49,257.00	36,801.00	0.00	12,456.00
103 - TREASURER	62,534.00	0.00	62,534.00	52,913.30	0.00	9,620.70
105 - TAX COLLECT	51,851.00	0.00	51,851.00	42,650.46	0.00	9,200.54
106 - ADMIN CLERK	45,728.00	1,950.00	47,678.00	33,238.43	0.00	14,439.57
107 - DEPUTY TC/TC	7,095.00	0.00	7,095.00	1,362.24	0.00	5,732.76
115 - ASSESSOR	76,125.00	0.00	76,125.00	60,057.68	0.00	16,067.32
141 - CEO	78,706.00	-7,277.00	71,429.00	53,329.87	0.00	18,099.13
142 - CEO CLERK	27,300.00	0.00	27,300.00	16,296.25	0.00	11,003.75
143 - ELECTRICIAN	0.00	0.00	0.00	4,013.67	0.00	-4,013.67
<b>13 - ELECTIONS</b>	<b>67,129.00</b>	<b>0.00</b>	<b>67,129.00</b>	<b>50,340.17</b>	<b>0.00</b>	<b>16,788.83</b>
10 - SALARIES	67,129.00	0.00	67,129.00	50,340.17	0.00	16,788.83
181 - TOWN CLERK	56,850.00	0.00	56,850.00	48,103.88	0.00	8,746.12
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>1,100.00</b>	<b>4,416.00</b>	<b>3,534.73</b>	<b>0.00</b>	<b>881.27</b>
10 - SALARIES	3,316.00	1,100.00	4,416.00	3,534.73	0.00	881.27
147 - PB	3,316.00	1,100.00	4,416.00	3,534.73	0.00	881.27
<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>75,375.51</b>	<b>0.00</b>	<b>26,672.49</b>
10 - SALARIES	92,743.00	9,305.00	102,048.00	75,375.51	0.00	26,672.49
131 - TRF STATION	91,745.00	9,305.00	101,050.00	75,375.51	0.00	25,674.49
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>32,076.00</b>	<b>0.00</b>	<b>5,829.00</b>
10 - SALARIES	37,905.00	0.00	37,905.00	32,076.00	0.00	5,829.00
151 - RD COMM	37,905.00	0.00	37,905.00	32,076.00	0.00	5,829.00
<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 ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>101 - SALARIES CONTD</b>					
<b>72 - ACO</b>	<b>7,458.00</b>	<b>0.00</b>	<b>6,310.70</b>	<b>0.00</b>	<b>1,147.30</b>
10 - SALARIES	7,458.00	0.00	6,310.70	0.00	1,147.30
175 - ACO	7,458.00	0.00	6,310.70	0.00	1,147.30
<b>99 - NOT SPECIFIC</b>	<b>31,167.00</b>	<b>-1,100.00</b>	<b>9,865.73</b>	<b>0.00</b>	<b>20,201.27</b>
10 - SALARIES	31,167.00	-1,100.00	9,865.73	0.00	20,201.27
179 - HEALTH OFFIC	452.00	0.00	0.00	0.00	452.00
191 - EXTRA TIME	4,700.00	-1,100.00	675.73	0.00	2,924.27
199 - SELECT BOARD	26,015.00	0.00	9,190.00	0.00	16,825.00
<b>102 - BENEFITS</b>	<b>303,871.00</b>	<b>-1.00</b>	<b>213,083.53</b>	<b>206.00</b>	<b>90,581.67</b>
<b>11 - TOWN HALL</b>	<b>4,715.00</b>	<b>0.00</b>	<b>2,773.00</b>	<b>206.00</b>	<b>1,736.00</b>
20 - BENEFITS	4,715.00	0.00	2,773.00	206.00	1,736.00
280 - TRAINING	4,070.00	-100.00	2,073.00	206.00	1,691.00
290 - MEMB & DUES	645.00	100.00	700.00	0.00	45.00
<b>31 - TRANSFER STAT</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
20 - BENEFITS	500.00	0.00	0.00	0.00	500.00
280 - TRAINING	500.00	0.00	0.00	0.00	500.00
<b>99 - NOT SPECIFIC</b>	<b>298,657.00</b>	<b>-1.00</b>	<b>210,310.33</b>	<b>0.00</b>	<b>88,345.67</b>
20 - BENEFITS	298,657.00	-1.00	210,310.33	0.00	88,345.67
201 - FICA	49,766.00	-1.00	39,124.53	0.00	10,640.47
210 - HEALTH	193,795.00	0.00	141,260.60	0.00	52,534.40
211 - DENTAL	5,518.00	0.00	4,291.42	0.00	1,226.58
214 - LIFE NO MED	0.00	0.00	97.50	0.00	-97.50
230 - 457B ER MATC	18,120.00	0.00	10,438.82	0.00	7,681.18
231 - MPERS ER	26,958.00	0.00	15,097.46	0.00	11,860.54
250 - PTO BUYOUT	4,500.00	0.00	0.00	0.00	4,500.00
<b>110 - GEN ADMIN</b>	<b>147,583.00</b>	<b>0.00</b>	<b>99,925.96</b>	<b>7,535.71</b>	<b>40,121.33</b>
<b>11 - TOWN HALL</b>	<b>135,436.00</b>	<b>0.00</b>	<b>96,181.50</b>	<b>7,535.71</b>	<b>31,718.79</b>
32 - CTRCT SVS EQ	65,956.00	-750.00	51,850.38	1,606.50	11,749.12
310 - PROF SVS	65,956.00	-750.00	51,850.38	1,606.50	11,749.12
39 - CONT SVS OTH	15,159.00	750.00	11,139.00	0.00	4,770.00
315 - MEMB & DUES	8,517.00	0.00	8,141.00	0.00	376.00
399 - OTHER	6,642.00	750.00	2,998.00	0.00	4,394.00
50 - UTILITIES	7,750.00	0.00	5,871.77	0.00	1,878.23
580 - COMM	7,750.00	0.00	5,871.77	0.00	1,878.23
60 - SUPPLIES	18,383.00	0.00	13,208.19	0.00	5,174.81

# 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	7,603.93	0.00	1,779.07
650 - POSTAGE	9,000.00	0.00	9,000.00	5,604.26	0.00	3,395.74
80 - ADVER, PRINT	23,300.00	0.00	23,300.00	9,545.56	6,025.21	7,729.23
810 - ADVERTISE	4,500.00	0.00	4,500.00	1,622.86	1,659.14	1,218.00
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	4,366.07	1,633.93
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	4,566.60	-96.00	417.40
910 - MILEAGE/TRAV	4,888.00	0.00	4,888.00	4,566.60	-96.00	417.40
<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 IN</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 SPECIFIE</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	-500.00	17,744.00	14,931.00	0.00	2,813.00
326 - INS W.C.	14,106.00	500.00	14,606.00	14,323.00	0.00	283.00
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>7,135.72</b>	<b>0.00</b>	<b>1,821.28</b>
<b>72 - ACO</b>	<b>8,957.00</b>	<b>0.00</b>	<b>8,957.00</b>	<b>7,135.72</b>	<b>0.00</b>	<b>1,821.28</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	596.36	0.00	1,403.64
910 - MILEAGE/TRAV	2,000.00	0.00	2,000.00	596.36	0.00	1,403.64
<b>128 - HHS GA</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,025.00</b>	<b>-25.00</b>
<b>71 - GA</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,025.00</b>	<b>-25.00</b>
39 - CONT SVS OTH	1,000.00	0.00	1,000.00	0.00	1,025.00	-25.00
310 - PROF SVS	1,000.00	0.00	1,000.00	0.00	1,025.00	-25.00
<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	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
129 - HHS SOCIAL S CONT'D	1,086.00	0.00	1,086.00	1,086.00	0.00	0.00
999 - OTHER	1,086.00	0.00	1,086.00	1,086.00	0.00	0.00
<b>131 - ROADS</b>	<b>735,600.00</b>	<b>0.00</b>	<b>735,600.00</b>	<b>146,792.11</b>	<b>3,750.00</b>	<b>585,057.89</b>
<b>51 - ROADS</b>	<b>735,600.00</b>	<b>0.00</b>	<b>735,600.00</b>	<b>146,792.11</b>	<b>3,750.00</b>	<b>585,057.89</b>
40 - REPAIRS & MA	645,900.00	89,450.00	735,350.00	146,792.11	3,750.00	584,807.89
481 - RDS/CONSTRUC	160,500.00	0.00	160,500.00	42,041.12	0.00	118,458.88
482 - RDS/RESURFA	391,000.00	0.00	391,000.00	14,000.00	0.00	377,000.00
483 - RDS/REPAIRS	94,400.00	89,450.00	183,850.00	90,750.99	3,750.00	89,349.01
50 - UTILITIES	250.00	0.00	250.00	0.00	0.00	250.00
580 - COMM	250.00	0.00	250.00	0.00	0.00	250.00
90 - OTHER	89,450.00	-89,450.00	0.00	0.00	0.00	0.00
999 - MISC	89,450.00	-89,450.00	0.00	0.00	0.00	0.00
<b>141 - B&amp;G CARE &amp; M</b>	<b>30,975.00</b>	<b>-1,573.96</b>	<b>29,401.04</b>	<b>20,121.75</b>	<b>0.00</b>	<b>9,279.29</b>
<b>11 - TOWN HALL</b>	<b>20,135.00</b>	<b>0.00</b>	<b>20,135.00</b>	<b>16,202.68</b>	<b>0.00</b>	<b>3,932.32</b>
31 - CTRCT SVS BL	10,710.00	0.00	10,710.00	9,447.60	0.00	1,262.40
310 - PROF SVS	10,710.00	0.00	10,710.00	9,447.60	0.00	1,262.40
40 - REPAIRS & MA	9,425.00	0.00	9,425.00	6,755.08	0.00	2,669.92
410 - BLDGS & GROU	9,425.00	0.00	9,425.00	6,755.08	0.00	2,669.92
<b>21 - RECREATION</b>	<b>8,240.00</b>	<b>-1,573.96</b>	<b>6,666.04</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	2,676.04	394.20	0.00	2,281.84
310 - PROF SVS	4,250.00	-1,573.96	2,676.04	394.20	0.00	2,281.84
40 - REPAIRS & MA	3,990.00	0.00	3,990.00	2,838.88	0.00	1,151.12
410 - BLDGS & GROU	3,990.00	0.00	3,990.00	2,838.88	0.00	1,151.12
<b>22 - BUNGANUT</b>	<b>600.00</b>	<b>0.00</b>	<b>600.00</b>	<b>369.50</b>	<b>0.00</b>	<b>230.50</b>
31 - CTRCT SVS BL	600.00	0.00	600.00	369.50	0.00	230.50
310 - PROF SVS	600.00	0.00	600.00	369.50	0.00	230.50
<b>31 - TRANSFER STA</b>	<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>316.49</b>	<b>0.00</b>	<b>1,683.51</b>
31 - CTRCT SVS BL	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
310 - PROF SVS	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
40 - REPAIRS & MA	500.00	0.00	500.00	316.49	0.00	183.51
410 - BLDGS & GROU	500.00	0.00	500.00	316.49	0.00	183.51
<b>142 - B&amp;G MOWING</b>	<b>51,559.00</b>	<b>10,073.95</b>	<b>61,632.95</b>	<b>56,252.47</b>	<b>5,340.09</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>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	4,292.05	0.00	0.00

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>142 - B&amp;G MOWING CONT'D</b>					
370 - MOWING	5,850.00	-1,557.95	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>0.00</b>	<b>0.00</b>
31 - CTRCT SVS BL	6,989.00	-2,125.70	4,863.30	0.00	0.00
370 - MOWING	6,989.00	-2,125.70	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>0.00</b>	<b>0.00</b>
31 - CTRCT SVS BL	27,220.00	-7,762.75	19,457.25	0.00	0.00
370 - MOWING	27,220.00	-7,762.75	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>0.00</b>	<b>0.00</b>
31 - CTRCT SVS BL	11,500.00	0.00	11,500.00	0.00	0.00
370 - MOWING	11,500.00	0.00	11,500.00	0.00	0.00
<b>90 - MISC</b>	<b>0.00</b>	<b>21,520.36</b>	<b>16,140.27</b>	<b>5,380.09</b>	<b>0.00</b>
31 - CTRCT SVS BL	0.00	21,520.36	16,140.27	5,380.09	0.00
370 - MOWING	0.00	21,520.36	16,140.27	5,380.09	0.00
<b>143 - B&amp;G PLOWING</b>					
<b>11 - TOWN HALL</b>	<b>5,200.00</b>	<b>0.00</b>	<b>4,745.00</b>	<b>0.00</b>	<b>455.00</b>
31 - CTRCT SVS BL	5,200.00	0.00	4,745.00	0.00	455.00
360 - PLOW & SAND	5,200.00	0.00	4,745.00	0.00	455.00
<b>21 - RECREATION</b>	<b>800.00</b>	<b>0.00</b>	<b>725.00</b>	<b>0.00</b>	<b>75.00</b>
31 - CTRCT SVS BL	800.00	0.00	725.00	0.00	75.00
360 - PLOW & SAND	800.00	0.00	725.00	0.00	75.00
<b>22 - BUNGANUT</b>	<b>750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>750.00</b>
31 - CTRCT SVS BL	750.00	0.00	0.00	0.00	750.00
360 - PLOW & SAND	750.00	0.00	0.00	0.00	750.00
<b>31 - TRANSFER STA</b>	<b>3,500.00</b>	<b>0.00</b>	<b>2,625.00</b>	<b>0.00</b>	<b>875.00</b>
31 - CTRCT SVS BL	3,500.00	0.00	2,625.00	0.00	875.00
360 - PLOW & SAND	3,500.00	0.00	2,625.00	0.00	875.00
<b>51 - ROADS</b>	<b>526,260.00</b>	<b>-8,500.00</b>	<b>476,208.74</b>	<b>0.00</b>	<b>41,551.26</b>
31 - CTRCT SVS BL	526,260.00	-8,500.00	476,208.74	0.00	41,551.26
360 - PLOW & SAND	526,260.00	-8,500.00	476,208.74	0.00	41,551.26
<b>145 - B&amp;G WASTE SV</b>					
<b>11 - TOWN HALL</b>	<b>1,300.00</b>	<b>0.00</b>	<b>620.00</b>	<b>0.00</b>	<b>680.00</b>
31 - CTRCT SVS BL	1,300.00	0.00	620.00	0.00	680.00
330 - WASTE SVS	1,300.00	0.00	620.00	0.00	680.00
<b>21 - RECREATION</b>	<b>6,800.00</b>	<b>0.00</b>	<b>3,685.00</b>	<b>0.00</b>	<b>3,115.00</b>
<b>TOTAL</b>					
	<b>536,510.00</b>	<b>-8,500.00</b>	<b>464,303.74</b>	<b>0.00</b>	<b>43,706.26</b>
	<b>5,200.00</b>	<b>0.00</b>	<b>4,745.00</b>	<b>0.00</b>	<b>455.00</b>
	<b>800.00</b>	<b>0.00</b>	<b>725.00</b>	<b>0.00</b>	<b>75.00</b>
	<b>750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>750.00</b>
	<b>3,500.00</b>	<b>0.00</b>	<b>2,625.00</b>	<b>0.00</b>	<b>875.00</b>
	<b>526,260.00</b>	<b>-8,500.00</b>	<b>476,208.74</b>	<b>0.00</b>	<b>41,551.26</b>
	<b>1,300.00</b>	<b>0.00</b>	<b>620.00</b>	<b>0.00</b>	<b>680.00</b>
	<b>6,800.00</b>	<b>0.00</b>	<b>3,685.00</b>	<b>0.00</b>	<b>3,115.00</b>
	<b>14,440.00</b>	<b>0.00</b>	<b>7,789.78</b>	<b>0.00</b>	<b>6,650.22</b>

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>145 - BKG WASTE SV CONF D</b>						
31 - CTRCT SVS BL	2,600.00	0.00	2,600.00	1,225.00	0.00	1,375.00
330 - WASTE SVS	2,600.00	0.00	2,600.00	1,225.00	0.00	1,375.00
35 - CTRCT SVS WA	4,200.00	0.00	4,200.00	2,460.00	0.00	1,740.00
331 - PROF PORTA P	4,200.00	0.00	4,200.00	2,460.00	0.00	1,740.00
<b>22 - BUNGANUT</b>	<b>5,040.00</b>	<b>0.00</b>	<b>5,040.00</b>	<b>2,965.00</b>	<b>0.00</b>	<b>2,075.00</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	1,750.00	0.00	350.00
331 - PROF PORTA P	2,100.00	0.00	2,100.00	1,750.00	0.00	350.00
<b>51 - ROADS</b>	<b>1,300.00</b>	<b>0.00</b>	<b>1,300.00</b>	<b>519.78</b>	<b>0.00</b>	<b>780.22</b>
31 - CTRCT SVS BL	1,000.00	-150.00	850.00	144.78	0.00	705.22
330 - WASTE SVS	1,000.00	-150.00	850.00	144.78	0.00	705.22
35 - CTRCT SVS WA	300.00	150.00	450.00	375.00	0.00	75.00
331 - PROF PORTA P	300.00	150.00	450.00	375.00	0.00	75.00
<b>147 - BKG ENERGY</b>	<b>38,604.00</b>	<b>0.00</b>	<b>38,604.00</b>	<b>14,307.15</b>	<b>0.00</b>	<b>24,296.85</b>
<b>11 - TOWN HALL</b>	<b>11,984.00</b>	<b>0.00</b>	<b>11,984.00</b>	<b>6,412.31</b>	<b>0.00</b>	<b>5,571.69</b>
50 - UTILITIES	11,984.00	0.00	11,984.00	6,412.31	0.00	5,571.69
510 - PROPANE	3,984.00	0.00	3,984.00	2,175.88	0.00	1,808.12
560 - ELECTRICITY	8,000.00	0.00	8,000.00	4,236.43	0.00	3,763.57
<b>21 - RECREATION</b>	<b>1,420.00</b>	<b>0.00</b>	<b>1,420.00</b>	<b>435.53</b>	<b>0.00</b>	<b>984.47</b>
50 - UTILITIES	1,420.00	0.00	1,420.00	435.53	0.00	984.47
560 - ELECTRICITY	1,420.00	0.00	1,420.00	435.53	0.00	984.47
<b>22 - BUNGANUT</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>1,349.09</b>	<b>0.00</b>	<b>2,650.91</b>
50 - UTILITIES	4,000.00	0.00	4,000.00	1,349.09	0.00	2,650.91
560 - ELECTRICITY	4,000.00	0.00	4,000.00	1,349.09	0.00	2,650.91
<b>31 - TRANSFER STA</b>	<b>6,700.00</b>	<b>0.00</b>	<b>6,700.00</b>	<b>3,046.13</b>	<b>0.00</b>	<b>3,653.87</b>
50 - UTILITIES	6,700.00	0.00	6,700.00	3,046.13	0.00	3,653.87
560 - ELECTRICITY	6,700.00	0.00	6,700.00	3,046.13	0.00	3,653.87
<b>51 - ROADS</b>	<b>14,500.00</b>	<b>0.00</b>	<b>14,500.00</b>	<b>3,064.09</b>	<b>0.00</b>	<b>11,435.91</b>
50 - UTILITIES	14,500.00	0.00	14,500.00	3,064.09	0.00	11,435.91
560 - ELECTRICITY	14,500.00	0.00	14,500.00	3,064.09	0.00	11,435.91
<b>148 - BKG 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 - BAG SIGNS CONT'D						
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>163,038.25</b>	<b>0.00</b>	<b>142,733.75</b>
<b>31 - TRANSFER STA</b>	<b>305,772.00</b>	<b>0.00</b>	<b>305,772.00</b>	<b>163,038.25</b>	<b>0.00</b>	<b>142,733.75</b>
35 - CTRCT SVS WA	290,222.00	0.00	290,222.00	154,103.47	0.00	136,118.53
310 - PROF SVS	2,700.00	0.00	2,700.00	1,691.50	0.00	1,008.50
349 - PROF SVS CAN	2,400.00	0.00	2,400.00	1,600.00	0.00	800.00
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	16,196.92	0.00	23,553.08
352 - PROF SVS REC	7,350.00	0.00	7,350.00	5,168.76	0.00	2,181.24
355 - PROF SVS HAU	23,800.00	0.00	23,800.00	17,411.95	0.00	6,388.05
356 - PROF SVS HW	31,500.00	0.00	31,500.00	10,150.00	0.00	21,350.00
357 - PROF SVS HR	8,225.00	0.00	8,225.00	5,250.00	0.00	2,975.00
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	4,375.00	0.00	-4,375.00
40 - REPAIRS & MA	8,100.00	0.00	8,100.00	5,969.79	0.00	2,130.21
450 - EQUIPMENT	8,100.00	0.00	8,100.00	5,969.79	0.00	2,130.21
50 - UTILITIES	3,500.00	0.00	3,500.00	1,377.91	0.00	2,122.09
580 - COMM	3,500.00	0.00	3,500.00	1,377.91	0.00	2,122.09
60 - SUPPLIES	2,950.00	0.00	2,950.00	1,047.08	0.00	1,902.92
610 - SUPPLIES	1,450.00	0.00	1,450.00	488.46	0.00	961.54
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	540.00	0.00	460.00
920 - STATE FEES	500.00	0.00	500.00	540.00	0.00	-40.00
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>3,360.03</b>	<b>0.00</b>	<b>9,949.97</b>
<b>21 - RECREATION</b>	<b>8,510.00</b>	<b>0.00</b>	<b>8,510.00</b>	<b>2,744.57</b>	<b>0.00</b>	<b>5,765.43</b>

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>151 - PARKS &amp; REC CONT'D</b>					
40 - REPAIRS & MA	900.00	0.00	900.81	0.00	-0.81
450 - EQUIPMENT	900.00	0.00	900.81	0.00	-0.81
80 - ADVER, PRINT	500.00	0.00	0.00	0.00	500.00
810 - ADVERTISE	500.00	0.00	0.00	0.00	500.00
90 - OTHER	7,110.00	0.00	1,843.76	0.00	5,266.24
940 - REC PROGRAMS	6,860.00	0.00	1,806.81	0.00	5,053.19
999 - MISC	250.00	0.00	36.95	0.00	213.05
<b>22 - BUNGANUT</b>	<b>4,800.00</b>	<b>0.00</b>	<b>615.46</b>	<b>0.00</b>	<b>4,184.54</b>
37 - CONT OUT	0.00	350.00	348.95	0.00	1.05
399 - CONT SVS OTH	0.00	350.00	348.95	0.00	1.05
50 - UTILITIES	4,800.00	-350.00	266.51	0.00	4,183.49
580 - COMM	4,800.00	-350.00	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>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIE</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	10,000.00	0.00	10,000.00	0.00	0.00
970 - TOWN RESERVE	10,000.00	0.00	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>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIE</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	10,000.00	0.00	10,000.00	0.00	0.00
970 - TOWN RESERVE	10,000.00	0.00	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>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIE</b>	<b>18,688.00</b>	<b>0.00</b>	<b>18,688.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	18,688.00	0.00	18,688.00	0.00	0.00
970 - TOWN RESERVE	18,688.00	0.00	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>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIE</b>	<b>42,715.00</b>	<b>0.00</b>	<b>42,715.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	42,715.00	0.00	42,715.00	0.00	0.00
970 - TOWN RESERVE	42,715.00	0.00	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>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>0.00</b>	<b>0.00</b>
95 - RESERVES	80,000.00	0.00	80,000.00	0.00	0.00

# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
179 - RESERVES GMF CONFD	80,000.00	80,000.00	80,000.00	0.00	0.00
978 - GMFR RESERVE	80,000.00	80,000.00	80,000.00	0.00	0.00
181 - OUTS GEN AD	30,972.00	30,961.00	282,849.65	46,197.00	79,586.35
<b>11 - TOWN HALL</b>	<b>94,700.00</b>	<b>29,661.00</b>	<b>47,805.33</b>	<b>33,200.00</b>	<b>43,355.67</b>
33 - CONT PROF	94,700.00	0.00	41,305.33	26,700.00	26,694.67
310 - PROF SERV	56,500.00	0.00	29,047.83	26,700.00	752.17
320 - PROF SERV LE	32,700.00	0.00	6,757.50	0.00	25,942.50
323 - PROF SERV AU	5,500.00	0.00	5,500.00	0.00	0.00
90 - OTHER	0.00	29,661.00	6,500.00	6,500.00	16,661.00
981 - HR JOB STUDY	0.00	20,030.50	6,500.00	6,500.00	7,030.50
982 - TH FEASIBILI	0.00	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>20,772.57</b>	<b>14,997.00</b>	<b>35,730.43</b>
37 - CONT OUT	11,500.00	60,000.00	20,772.57	14,997.00	35,730.43
399 - CONT SVS OTH	11,500.00	60,000.00	20,772.57	14,997.00	35,730.43
<b>17 - PLANNING</b>	<b>41,500.00</b>	<b>-41,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
33 - CONT PROF	500.00	0.00	0.00	0.00	500.00
310 - PROF SERV	500.00	0.00	0.00	0.00	500.00
37 - CONT OUT	41,000.00	-41,000.00	0.00	0.00	0.00
399 - CONT SVS OTH	41,000.00	-41,000.00	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>0.00</b>	<b>0.00</b>
37 - CONT OUT	0.00	41,000.00	41,000.00	0.00	0.00
399 - CONT SVS OTH	0.00	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>0.00</b>	<b>0.00</b>
37 - CONT OUT	128,678.00	0.00	128,678.00	0.00	0.00
399 - CONT SVS OTH	128,678.00	0.00	128,678.00	0.00	0.00
<b>99 - NOT SPECIFIC</b>	<b>44,594.00</b>	<b>0.00</b>	<b>44,593.75</b>	<b>0.00</b>	<b>0.25</b>
37 - CONT OUT	39,594.00	0.00	39,593.75	0.00	0.25
399 - CONT SVS OTH	39,594.00	0.00	39,593.75	0.00	0.25
90 - OTHER	5,000.00	0.00	5,000.00	0.00	0.00
999 - MISC	5,000.00	0.00	5,000.00	0.00	0.00
186 - OUTS GMFR	562,050.00	0.00	515,212.50	46,837.50	0.00
<b>91 - GMFR</b>	<b>562,050.00</b>	<b>0.00</b>	<b>515,212.50</b>	<b>46,837.50</b>	<b>0.00</b>
37 - CONT OUT	562,050.00	0.00	515,212.50	46,837.50	0.00
391 - GMFR PERSONN	384,804.00	0.00	352,737.00	32,067.00	0.00



### Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
186 - OUTS GMFR CONTR'D	177,246.00	0.00	177,246.00	162,475.50	14,770.50	0.00
392 - GMFR CONTRAC	177,246.00	0.00	177,246.00	162,475.50	14,770.50	0.00
191 - OTHER CIP	20,270.00	0.00	20,270.00	18,529.20	0.00	1,740.80
<b>11 - TOWN HALL</b>	<b>19,970.00</b>	<b>-31.00</b>	<b>19,939.00</b>	<b>18,198.33</b>	<b>0.00</b>	<b>1,740.67</b>
70 - EQUIPMENT	19,970.00	-31.00	19,939.00	18,198.33	0.00	1,740.67
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	9,679.03	0.00	1,484.97
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	5,044,874.45	458,624.90	0.00
<b>92 - RSU # 57</b>	<b>0.00</b>	<b>5,503,499.35</b>	<b>5,503,499.35</b>	<b>5,044,874.45</b>	<b>458,624.90</b>	<b>0.00</b>
90 - OTHER	0.00	5,503,499.35	5,503,499.35	5,044,874.45	458,624.90	0.00
999 - MISC	0.00	5,503,499.35	5,503,499.35	5,044,874.45	458,624.90	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	14,238.84	0.00	41,206.81
<b>99 - NOT SPECIFIC</b>	<b>0.00</b>	<b>55,445.65</b>	<b>55,445.65</b>	<b>14,238.84</b>	<b>0.00</b>	<b>41,206.81</b>
90 - OTHER	0.00	55,445.65	55,445.65	14,238.84	0.00	41,206.81
999 - MISC	0.00	55,445.65	55,445.65	14,238.84	0.00	41,206.81
<b>Final Totals</b>	<b>3,946,987.00</b>	<b>5,948,954.91</b>	<b>9,895,981.91</b>	<b>8,069,162.00</b>	<b>571,556.20</b>	<b>1,755,263.71</b>

# ITEM #7: (b.) Warrant for Annual Town Meeting

## TOWN OF LYMAN

### ANNUAL TOWN MEETING WARRANT

**TO SHIRLEY HARRISON, RESIDENT IN THE TOWN OF LYMAN, COUNTY OF YORK, AND THE STATE OF MAINE.**

**GREETINGS:** In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Lyman, qualified to vote in Town affairs, to meet at the **Lyman Town Hall on Tuesday, July 13th, A.D., 2023, at 8:00 AM**, then and there to act on Articles numbered 1 through 2. The election of Moderator will take place at 7:50 am.

**ARTICLE 1:** To choose a Moderator to preside at said meeting.

**ARTICLE 2:** To choose, by secret ballot:

- Two (2) Selectmen / Overseer of the Poor 3 Year term:
- Two (2) Budget Committee Members 3 Year term:
- One (1) Budget Committee Member 1 Year Term
- One (1) RSU #57 School Board Director 3 Year term:
- One (1) RSU #57 School Board Director 1 Year term:

**The Select Board hereby give notice that the Registrar of Voters will be in session at the Lyman Town Hall the day of said meeting, June 13<sup>th</sup>, 2023, from 8:00 a.m. until the closing of the polls for the purpose of correcting the list of voters. The Polls will open at 8:00 a.m. and close at 8:00 p.m.**

**After the closing of the polls, the meeting will be recessed until 6:00 p.m., June 15<sup>th</sup>, 2023 at the Lyman Elementary School in said Town, at which time the remainder of the warrant will be acted upon.**

*General Note: As per the Town of Lyman Charter, Article 202 Section 2 – Town Meetings*

“.....Articles concerning appropriations shall contain the statement of fact in addition to other information contain three (3) columns: one showing appropriation for the current fiscal year, one showing the appropriation proposed by the Budget Committee, and one showing the appropriation recommended by the Select Board.....”

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**ARTICLE 3:** To see if the Town will vote to authorize the Select Board to transfer available funds such as, State Funds and Excise Tax in the amount of \$850,000; Surplus in the amount of \$870,000, and any other funds which might be used to reduce the tax commitment.

**Select Board's Vote: 5-0-0**

**Budget Committee Vote: No Vote**

**ARTICLE 4:** To see if the Town will vote to appropriate from Surplus the sum of **\$10,000** to be deposited into the existing non-lapsing reserve account known as **Computer Equipment Reserve**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 10,000	\$ 10,000	\$ 10,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 4-1-0**

**ARTICLE 5:** To see if the Town will vote to appropriate from Surplus the sum of **\$10,000** to be deposited into the existing non-lapsing reserve account known as **Town Hall Reserve**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 10,000	\$ 10,000	\$ 10,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 6:** To see if the Town will vote to appropriate from Surplus the sum of **\$18,674** to be deposited into the existing non-lapsing reserve account known as **Revaluation Reserve**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 18,688	\$ 18,674	\$ 18,674

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 7:** To see if the Town will vote to appropriate from Surplus the sum of **\$50,000** to be deposited into the existing non-lapsing reserve account known as **South Waterboro Road**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 0	\$ 50,000	\$ 50,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 4-1-0**

**ARTICLE 8:** To see if the Town will vote to appropriate from Surplus the sum of **\$15,000** to be deposited into the existing non-lapsing reserve account known as **Capital Improvement**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 15,000	\$ 15,000	\$ 15,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 9:** To see if the Town will vote to appropriate from Surplus the sum of **\$5,000** to be deposited into the existing non-lapsing reserve account known as **Resident Disaster Relief**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 5,000	\$ 5,000	\$ 5,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 10:** To see if the Town will vote to appropriate from Surplus the sum of **\$4,000** to be deposited into the existing non-lapsing reserve account known as **Fire Hydrants**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 4,000	\$ 4,000	\$ 4,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 11:** To see if the Town will vote to appropriate from Surplus the sum of **\$7,715** to be deposited into the existing non-lapsing reserve account known as **Employee Benefit Reserve**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 7,715	\$ 7,715	\$ 7,715

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 12:** To see if the Town will vote to appropriate from Surplus the sum of **\$1,000** to be deposited into the existing non-lapsing reserve account known as **Charter Commission Reserve**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 1,000	\$ 1,000	\$ 1,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 4-1-0**

**ARTICLE 13:** To see if the Town will vote to appropriate from Surplus the sum of **\$60,000** to be deposited into the existing non-lapsing reserve account known as **GMFR Vehicle Reserve Account**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 50,000	\$ 60,000	\$ 60,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 14:** To see if the Town will vote to appropriate from Surplus the sum of **\$16,000** to be deposited into the existing non-lapsing reserve account known as **GMFR Facility, System & Equipment Reserve Account.**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 16,000	\$ 16,000	\$ 16,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 15:** To see if the Town will vote to appropriate from Surplus the sum of **\$14,000** to be deposited into the existing non-lapsing reserve account known as **GMFR Building Reserve.**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 14,000	\$ 14,000	\$ 14,000

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 16:** To see if the Town will vote to appropriate from Surplus the sum of **\$656,111** and to vote to appropriate from Excise the sum of **\$35,650** and to vote to raise and appropriate from Taxes the sum of **\$242,833** for a total of **\$934,594** for **Salaries & Benefits.**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$953,967	\$934,594	\$ 934,594

**Select Board Vote: 4-1-0**

**Budget Committee Vote: 3-2-0**

**ARTICLE 17:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$136,115** for the **General Administration Account.**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 135,436	\$ 136,115	\$ 136,115

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 18:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$13,561** for the **Elections Account.**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 12,147	\$ 13,561	\$ 13,561

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 19:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$43,978** for the **General Administration – Insurance Services Account**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 37,428	\$ 43,978	\$ 43,978

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 20:** To see if the Town will vote to appropriate from Surplus the sum of **\$2,500** for the **Contingency Account**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$0	\$ 2,500	\$2,500

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 4-1-0**

**ARTICLE 21:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$8,457** for the **Animal Welfare Account**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 8,957	\$ 8,457	\$ 8,457

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 22:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$2,131** for **Health and Human Services**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 2,086	\$ 2,131	\$ 2,131

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

*Note: Includes General Assistance and a donation to Lifeflight.*

**ARTICLE 23:** To see if the Town will vote to appropriate from Excise the sum of **\$814,350** for the **Roads Account**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 735,600	\$ 814,350	\$ 814,350

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 24:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$795,511** for the **Buildings & Grounds Account**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 677,588	\$ 795,511	\$ 795,511

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

*Note: Includes care & maintenance, mowing, plowing, waste services, energy, and signage.*

**ARTICLE 25:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$335,340** for the **Transfer Station Account**

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 305,772	\$ 335,340	\$ 335,340

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 26:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$8,960** for the **Parks and Recreation Account**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 13,310	\$ 8,960	\$ 8,960

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 27:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$194,200** for the **Outsourced General Administration Account**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 165,831	\$ 194,200	\$ 194,200

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

*Note: Includes professional services, legal services, audit services, cemetery, plannings board professional services, Springvale/Sanford YMCA, Town Hall next phase, & mapping services*

**ARTICLE 28:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$190,389** for the **Outsourced Other Account**.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 173,272	\$ 190,389	\$ 190,389

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 4-0-1**

*Note: Includes Library, Lyman Historical Society, and PSAP's fees.*

**ARTICLE 29:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$630,191** for the Town of Lyman’s share of Goodwin Mills Fire Rescue Department and said sum to be paid to the Treasurer of the Goodwin Mills Fire Rescue pursuant to the Interlocal Agreement between the Town of Lyman and the Town of Dayton. Any unused amounts will be carried forward. To be effective, the Town of Dayton must also vote to appropriate its share of such costs.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$ 562,050	\$ 630,191	\$ 630,191

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

	Select Board	Budget Committee
Lyman Operating Costs (71.49%)	\$194,223	\$194,223
Lyman Personnel Costs (71.49%)	\$435,968	\$435,968

*Note: Includes ambulance revenue and FY 22 surplus in the amount of \$225,000 and applied to total balance of \$1,106,509 (of which Lyman’s portion is 71.49% or \$630,191).*

**ARTICLE 30:** To see if the Town will vote to raise and appropriate from Taxes the sum of **\$44,335** for Capital Improvement Purchases.

Current Year Appropriation	Select Board Recommendation	Budget Committee Recommendation
\$20,270	\$44,335	\$44,335

**Select Board Vote: 4-0-0**

**Budget Committee Vote: 5-0-0**

**ARTICLE 31:** To see if the Town will vote to carry forward the balance of funds available on June 30, 2023 for the project designated as Cemetery Tree Removal into Fiscal Year 2024 for the completion of said project.

*Note: Balance as of 4/30/2023 was \$35,730.43*

**ARTICLE 32:** To see if the Town will vote to authorize funding at last year’s (2022/2023) level for all departments/warrants whose new appropriation is not approved by this year’s warrant vote, until such time that any new funding is authorized before the next tax commitment.



**ARTICLE 33:** To see if the Town will vote to take from the State of Maine Snowmobile Registration Fee Fund a sum of \$6.62 per registered snowmobile; said monies to be turned over to the Lyman Snowmobile Club for the purpose of maintaining their snowmobile trails to be open for use by the public. These funds will be released after the Town is reimbursed for the 2021-2022 registration, as determined by the State of Maine.

**ARTICLE 34:** To see if the Town will vote to authorize the Tax Collector to accept any prepayments of taxes not yet due or assessed. Any taxes paid above the amount finally assessed shall be repaid without interest upon request.

**ARTICLE 35:** To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at 3% for the fiscal year.

**ARTICLE 36:** To see if the Town will vote to appropriate \$55,000 from overlay to pay tax abatements and applicable interest granted during the 2024 year. Explanation: Even through 36 M.R.S.A §710 authorizes assessors to raise overlay, the municipal officers have no authority to spend the amount of overlay without an appropriation vote.

**ARTICLE 37:** To see if the Town will vote to set a date for taxes to become due and payable and to fix interest rate of 7% for interest charged on taxes unpaid after this or 30 days after the bills are mailed out, whichever is later.

**ARTICLE 38:** To see if the Town will vote to authorize the Select Board to waive foreclosure of a tax lien mortgage and pursuant to state statute if (1) the taxpayer agrees in writing to pay outstanding balance within one (1) year; and (2) no such waiver has been granted by the Town Select Board within the past three (3) years.

**ARTICLE 39:** To see if the Town will vote to authorize the Select Board to waive foreclosure of a tax lien mortgage pursuant to State statute on such terms as may be determined by the Select Board to be in the Town's best interest.

**ARTICLE 40:** To see if the Town will authorize the Select Board to sell any tax-acquired property and/or Town-owned property the Select Board deems no longer purposeful for municipal use and to issue a quit claim deed for the same. Sales to be by sealed bid, public auction or contract with a real estate broker, if to other than the owner of record at the time of foreclosure, and no Select Board member during the term of his or her office may acquire from the Town any interest in real estate acquired by the Town on account of nonpayment of taxes unless the owner of record at the time of foreclosure was the Select Board member or the son, daughter, spouse, or parent of the Select Board member. Except that the Municipal Officers shall use the special sale process required by 36 M.R.S §943-C for qualifying homestead property if they choose to sell to anyone other than the former owner(s).

**ARTICLE 41:** To see if the Town will vote to authorize the Selectmen to accept and expend State and Federal Grant funds received during the fiscal year.

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Given under our hand at Lyman, Maine this 1st day of May, A.D., 2023.

\_\_\_\_\_  
Ralph "Rusty" Blackington; Chair

\_\_\_\_\_  
Thomas Hatch; Vice Chair

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

\_\_\_\_\_  
Jessica Picard

\_\_\_\_\_  
John Tibbetts

## ITEM #7: (c-g.) Applications for Committees

# Applications for Committees

### Bunganut Committee

William Single

Michelle Felicitti

Karen Kane

Holly Hart

### IT Committee

William Single

Michelle Felicitti

Nigel Sampson

### Parks & Recreation Committee

Jonna Johnson

Clair Campbell

### Comprehensive Plan Committee

Don Hernon

John Tibbetts

### Ordinance Review Committee

John Tibbetts

David Dulong