

**Town of Lyman**  
**Select Board Regular Meeting Agenda**  
**Monday May 15<sup>th</sup>, 2023 – Lyman Town Hall**

Welcome to the May 15<sup>th</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**

- a. Public Hearing regarding discontinuance of Old Kennebunk Road, or a portion of, by abandonment
- b. Public Hearing regarding warrant articles 2-41 for Annual Town Meeting scheduled June 15<sup>th</sup>, 2023

**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
- c. Complaints

**ITEM #3**      **MINUTES**

- a. Review / Approve meeting minutes 5/1/2023.

**ITEM #4**      **SIGN WARRANTS**

- a. Payroll Warrant #49 in the amount of **\$24,070.09**
- b. Accounts Payable Warrant #48 (FY2023) in the amount of **\$77,006.19**

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

- a. Stagecoach Road, discussion from last meeting, Updates from second opinion, land use attorney.
- b. RFP – IT Remote Managed Services – Review RFPs, *tabled from last meeting*
- c. Review quotes for Town Audit. Current contract expires June, 2023
- d. Review Quotes for Propane 1-year contract. Current contract expires 4/2023, extended to May.
- e. Franchise Agreement – Update from Tony Vigue

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

- a. Road Commissioner –
- b. Fire Chief –
- c. CEO –
- d. Parks & Recs – Request for approval to collect donations to purchase new playground equipment.
- e. Tax Clerk – April 2023 Monthly Report
- f. Treasurer – Expense Report May 11<sup>th</sup>, 2023
- g. Town Hall Expansion Committee –
- h. Other -

**ITEM #7**      **NEW BUSINESS**

- a. Review/ approve added Warrant Article 42 & 43 for Annual Town Meeting June 15<sup>th</sup>, 2023  
Schedule public hearing
- b. Brian Dulong – Discussion regarding snowmobile club lease, see email
- c. Michelle Felicitti – Discussion regarding RFP for ARPA funded projects
- d. Davis Road Lease exp 6/2023, request to renew, see email.
- e. Rustic Dreams Catering Application Renewal, review/approve.
- f. Appointment, review/approve committee application for Bunganut Committee  
•William Single • Michelle Felicitti •Karen Kane •Holly Hart •Kevin Veilleux



- g. Appointment, review/approve committee application for IT Committee
  - William Single
  - Michelle Felicitti
  - Nigel Sampson
- h. Resignation from Board of Assessment Review, Charles Harrison.
- i. Appointment, review/approve deputy treasurer.

**EXECUTIVE SESSION**

1.M.R.S.A §405 (A) Personnel Matters

**OTHER**

**ADJOURN**

## Town of Lyman

Select Board  
Notice of Public Hearing

11 South Waterboro Rd  
Lyman, ME 04002

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The Select Board will hold a public hearing on **May 15th, at 6:00pm** located at the Lyman Town Hall for the purpose of presenting information regarding the discontinuance of Old Kennebunk Road, or a portion of, by abandonment.

Old Kennebunk Road was / is now a town way approximately 66 feet wide beginning at the intersections of the Old North Berwick Road and running for a distance of approximately 2.58 miles in a generally Westerly direction to on or near the Alfred Town line, as shown more particularly on the Lyman Tax Maps Numbers 3 and 4, on file at the Lyman Town Hall, located at 11 Waterboro Lane, Lyman, Maine

The Town of Lyman Select Board will vote whether to retain a public easement in the road.

If the Town of Lyman Select Board vote to declare Old Kennebunk Road, or a portion of, discontinued by abandonment, the Town of Lyman will have no obligation to maintain, repair, or plow the road but the public will still have the right to travel over it unless the public easement is extinguished, as well. If the public easement is also extinguished, the Town of Lyman will have no obligation to maintain, repair, or plow the road and the public will not have the right to travel over it. Ownership of the road is generally presumed to revert to the abutting landowners to the centerline.

Abutting property owners would have the right to maintain a road discontinued by abandonment and to form a road association or to enter private agreements to maintain, plow, and repair the road if it is discontinued by abandonment with or without a public easement. Abutting property owners have the right to establish private easements to provide access to their property if they do not already possess a private right of access.

The Select Board will hold a public hearing on these matters on May 15, 2023 at 6:00 p.m. at the Lyman Town Hall. The Select Board will hold a vote to discontinue Old Kennebunk Road, or a portion of, by abandonment at its regular meeting following the public hearing on May 15, 2023.

### Right to Appeal

A person affected by a vote to declare a town way discontinued by abandonment may appeal the decision by filing a written appeal request, pursuant to 23 M.R.S.A. § 3028-A(7) within 10 days of the vote as follows:

- I. With the municipal clerk for an appeal of a vote by the municipal officers in a municipality with a board of appeals authorized to hear the appeal;
- II. With the county clerk for an appeal of a vote by the municipal officers in a municipality that does not have a board of appeals authorized to hear the appeal; or
- III. With the county clerk for an appeal of a vote by the county commissioners.

# Town of Lyman

Select Board  
Notice of Public Hearing

11 South Waterboro Rd  
Lyman, ME 04002

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Within 15 days after receiving a written appeal request filed pursuant to this subsection, the municipal clerk or county clerk shall schedule a public hearing on the appeal before the municipal board of appeals or county commissioners and provide written notice of the hearing date to the municipal officers or county commissioners and the person filing the appeal request. The public hearing must occur no more than 30 days after the appeal request is received.

A person aggrieved by the decision of the Lyman Board of Appeals may appeal the decision to the Superior Court in the county where the town way is situated, pursuant to the Maine Rules of Civil Procedure, Rule 80B.

*The select board regular meeting is scheduled to follow after the public hearing on Monday May 15<sup>th</sup>, 2023*

Town Of Lyman  
11 South Waterboro Rd  
Lyman ME 04002  
Select Board  
[selectboard@lyman-me.gov](mailto:selectboard@lyman-me.gov)  
Tel. (207)-247-0642  
Fax. (207)-499-7563

# ITEM #1: (b.) Public Hearing Annual Town Meeting Warrant

## Town of Lyman

Select Board  
Notice of Public Hearing

11 South Waterboro Rd  
Lyman, ME 04002

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The Select Board will hold a public hearing on **May 15th, at 6:00pm** located at the Lyman Town Hall for the purpose of presenting information regarding warrant articles 2-41 for the Annual Town Meeting scheduled for June, 2023

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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.



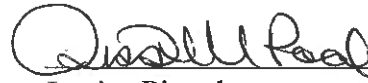
Ralph "Rusty" Blackington; Chair

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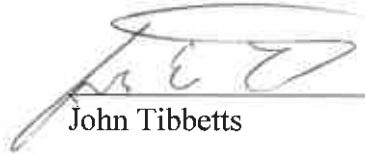
Thomas Hatch; Vice Chair



David Alves



Jessica Picard



John Tibbetts

**TOWN OF LYMAN, MAINE**  
**SELECT BOARD FY 2024 PROPOSED SALARY CHANGES**

Due to inflation of costs for services, we are anticipating potential increases for Fiscal Year 24:

Town Est Operating increase: \$422,759 (Paving, Plowing, Salt & Sand, Mowing, Waste Removal {transfer station} etc.)

County increase: \$32,573

School increase: \$93,746

**TOTAL EST INCREASE (town operating only): \$549,077**

**EST MIL RATE INCREASE: \$.83**

The Board has been charged with implementing a Town Manager for FY 24 in accordance with the new charter voted on by the Lyman Residents in November 2022. The Residents of Lyman have also voted to have a salary survey completed and the Board has been charged with implementing a plan. As a result, the Board was faced with an estimated total increase across all salaries and benefits of approximately \$153,790.

**Town Est increase with Salaries, Benefits & Operating: \$702,866**

**EST MIL RATE INCREASE: \$1.07**

**The Board decided to level fund the Salaries & Benefits to reduce the burden on the tax payers** while still implementing the requests of the tax payers to have a Town Manager. Given the results of the salary survey the board was tasked with developing a plan that would allow for the organizational restructuring of the new charter and have the least impact on Lyman taxpayers. To achieve this goal the Board has proposed the following to salaries and benefits.

**SELECT BOARD CLERK:** CONSOLIDATE THIS POSITION WITH THE TOWN MANAGER. The Town Manager responsibilities are very similar to this position. Our survey consultants stated that this job description would be the most challenging because having a Town Manager and a Select Board Clerk is virtually non-existent. All responsibilities currently held by the Select Board Clerk will become the responsibility of the Town Manager.

**TREASURER VS. FINANCE DIRECTOR:** CONTINUE WITH THE POSITION OF TREASURER. In a Town Manager run entity the Treasurer Title is usually held by the Town Manager. The entity then has a position called Finance Director in lieu of. In the proposed Salary Structure, the Treasurer is listed as a level 9 whereas the Finance Director is listed as a level 13. In an effort not to increase the salaries & benefits more the Board decided to leave this position as is.

**DEPUTY TOWN CLERK:** COVER THIS WITH IN HOUSE PERSONNEL. The Board took a look at these duties, and how they are currently being covered, and decided to continue covering this using in-house personnel instead of hiring an additional staff member.

**TOWN CLERK:** CONSOLIDATE THIS POSITION WITH THE TOWN MANAGER. The Town Clerk position will go from Elected to Appointed on July 1, 2023. No one has been appointed as the Town Clerk to date. The Board has looked at these duties and consolidated the Town Clerk Title and responsibilities with the Town Manager. Assistance will be given by Deputies named by the Town Manager to see these duties come to fruition.

**With a consolidation plan:**

**Town Est increase with Salaries, Benefits & Operating: \$528,527**

**EST MIL RATE INCREASE: \$.80**

FY 2023 APPROVED BUDGET and FY 2024 PROPOSED BUDGET COMPARISON

<b>ACCOUNT</b>	<b>2022/2023 BUDGET</b>	<b>PROPOSED 2023/2024 BUDGET</b>	<b>BUDGET COMMITTEE</b>
<b>SALARIES</b>			
Town Manager	0	100,755	100,755
Select Board Secretary	53,235	0	0
Treasurer	62,534	62,534	62,534
Tax Collector	51,851	55,751	55,751
Admin Clerk	45,728	51,578	51,578
Deputy TC/TC	7,095	0	0
Assessor	76,125	75,750	75,750
Code Enforcement Officer	78,706	65,000	65,000
Code Enforcement Assistant	27,300	27,300	27,300
Town Clerk	56,850	0	0
Ballot Clerks	6,529	8,478	8,478
Town Meeting Moderator	340	340	340
Registrar	3,410	6,000	6,000
Planning Board	3,316	3,580	3,580
Appeals Board	450	373	373
Recreation Director	3,960	3,960	3,960
Transfer Station	91,745	123,121	123,121
Eco Maine Rep	998	1,000	1,000
Road Commissioner	37,905	37,905	37,905
GA Director	3,394	3,394	3,394
Animal Control Officer	7,458	7,458	7,458
Health Officer	452	455	455
Extra Time Pay	4,700	7,500	7,500
Select Board	26,015	26,015	26,015
<b>SALARIES TOTAL</b>	<b>650,096</b>	<b>668,247</b>	<b>668,247</b>
<b>BENEFITS</b>			
FICA	49,766	51,199	51,199
Health	193,795	151,887	151,887
Dental	5,518	4,414	4,414
Life No Med	0	120	120
457 B Employer Match	18,120	12,614	12,614
MPERS Employer Match	26,958	29,583	29,583
PTO Buyout	4,500	4,500	4,500
Training	4,070	9,515	9,515
Memberships & Dues	645	1,895	1,895
Elections Training	0	120	120
Training Trans Station	500	500	500
<b>BENEFITS TOTAL</b>	<b>303,871</b>	<b>266,347</b>	<b>266,347</b>
<b>GENERAL ADMIN</b>			
Contract Svcs Equip - Professional Svcs	65,956	64,008	64,008
Contract Svcs Other - Memberships & Dues	8,517	9,071	9,071
Contract Svcs Other - Other	6,642	4,760	4,760
Utilities - Communications	7,750	10,464	10,464
Supplies - Supplies	9,383	10,211	10,211



FY 2023 APPROVED BUDGET and FY 2024 PROPOSED BUDGET COMPARISON

ACCOUNT	2022/2023	PROPOSED	BUDGET
	BUDGET	2023/2024	COMMITTEE
		BUDGET	
Supplies - Postage	9,000	8,220	8,220
Adver, Print, Forms - Advertising	4,500	4,500	4,500
Adver, Print, Forms - Forms	9,700	8,910	8,910
Adver, Print, Forms - Town Report	6,000	2,000	2,000
Adver, Print, Forms - Tax Bills	3,100	3,105	3,105
Other - Mileage/Travel	4,888	7,366	7,366
Committees Expense	0	3,500	3,500
<b>GENERAL ADMIN TOTAL</b>	<b>135,436</b>	<b>136,115</b>	<b>136,115</b>
<b>ELECTIONS</b>			
Contract Svcs Other - Other	12,147	9,339	9,339
Supplies - Supplies	0	1,126	1,126
Supplies - Postage	0	1,702	1,702
Adver, Print, Forms - Advertising	0	980	980
Other - Mileage/Travel	0	414	414
<b>ELECTIONS TOTAL</b>	<b>12,147</b>	<b>13,561</b>	<b>13,561</b>
<b>GEN ADMIN INSURANCE NON EMPLOYEE</b>			
Contract Svcs Insurance - Insurance Prop & Cas	18,244	20,068	20,068
Contract Svcs Insurance - Insurance Workers Comp	14,106	18,790	18,790
Contract Svcs Insurance - Unemployment	5,000	5,000	5,000
Contract Svcs Insurance - Volunteer	78	120	120
<b>GEN ADMIN INS (non employee) TOTAL</b>	<b>37,428</b>	<b>43,978</b>	<b>43,978</b>
<b>CONTINGENCY</b>			
Contract Svcs Other - Contingency	0	2,500	2,500
<b>CONTINGENCY TOTAL</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>
<b>ANIMAL WELFARE</b>			
Contract Svcs Other - Animal Welfare	6,957	6,957	6,957
Other - Mileage/Travel	2,000	1,500	1,500
<b>ANIMAL WELFARE TOTAL</b>	<b>8,957</b>	<b>8,457</b>	<b>8,457</b>
<b>HEALTH &amp; HUMAN SERVICES</b>			
<b>General Assistance</b>			
Contract Svcs Other - Professional Svcs	1,000	1,000	1,000
<b>Social Services</b>			
Social Services - Misc	1,086	1,131	1,131
<b>HEALTH &amp; HUMAN SVC TOTAL</b>	<b>2,086</b>	<b>2,131</b>	<b>2,131</b>
<b>ROADS</b>			
Repairs & Maint - Contracted Services	0	1,000	1,000
Repairs & Maint - Roads/Construction	160,500	199,000	199,000
Repairs & Maint - Roads/Resurfacing	391,000	475,000	475,000
Repairs & Maint - Roads/Repairs & Maint	94,400	139,350	139,350
Utilities - Communications	250	0	0
Roads Increase	89,450	0	0
<b>ROADS TOTAL</b>	<b>735,600</b>	<b>814,350</b>	<b>814,350</b>
<b>BLDGS &amp; GROUNDS CARE &amp; MAINT</b>			
<b>Town Hall</b>			

FY 2023 APPROVED BUDGET and FY 2024 PROPOSED BUDGET COMPARISON

ACCOUNT	2022/2023 BUDGET	PROPOSED 2023/2024 BUDGET	BUDGET COMMITTEE
Contract Svcs Bldgs & Grounds - Professional Svcs	10,710	9,660	9,660
Repairs & Maint - Buildings & Grounds	9,425	3,700	3,700
<b>Recreation</b>			
Contract Svcs Bldgs & Grounds - Professional Svcs	4,250	1,390	1,390
Repairs & Maint - Buildings & Grounds	3,990	1,850	1,850
<b>Bunganut</b>			
Contract Svcs Bldgs & Grounds - Professional Svcs	600	660	660
Repairs & Maint - Buildings & Grounds	0	700	700
<b>Transfer Station</b>			
Contract Svcs Bldgs & Grounds - Professional Svcs	1,500	2,620	2,620
Repairs & Maint - Buildings & Grounds	500	1,150	1,150
<b>BLDGS &amp; GROUNDS MOWING</b>			
<b>Town Hall</b>			
Contract Svcs Bldgs & Grounds - Mowing	5,850	0	0
<b>Recreation</b>			
Contract Svcs Bldgs & Grounds - Mowing	6,989	0	0
<b>Bunganut</b>			
Contract Svcs Bldgs & Grounds - Mowing	27,220	0	0
<b>Roads</b>			
Contract Svcs Bldgs & Grounds - Mowing	11,500	11,500	11,500
<b>Town, Rec, Bunganut</b>			
Contract Svcs Bldgs & Grounds - Mowing	0	50,142	50,142
<b>BLDGS &amp; GROUNDS PLOWING</b>			
<b>Town Hall</b>			
Contract Svcs Bldgs & Grounds - Plowing & Sanding	5,200	4,640	4,640
<b>Recreation</b>			
Contract Svcs Bldgs & Grounds - Plowing & Sanding	800	1,200	1,200
<b>Bunganut</b>			
Contract Svcs Bldgs & Grounds - Plowing & Sanding	750	700	700
<b>Transfer Station</b>			
Contract Svcs Bldgs & Grounds - Plowing & Sanding	3,500	3,000	3,000
<b>Roads</b>			
Contract Svcs Bldgs & Grounds - Plowing & Sanding	526,260	642,400	642,400
<b>BLDGS &amp; GROUNDS WASTE SERVICES</b>			
<b>Town Hall</b>			
Contract Svcs Waste - Waste Services	1,300	1,820	1,820
<b>Recreation</b>			
Contract Svcs Bldgs & Grounds - Waste	2,600	2,600	2,600
Contract Svcs Waste - Porta Potties	4,200	4,440	4,440
<b>Bunganut</b>			
Contract Svcs Bldgs & Grounds - Waste	2,940	2,940	2,940
Contract Svcs Waste - Porta Potties	2,100	3,375	3,375
<b>Roads</b>			
Contract Svcs Bldgs & Grounds - Waste	1,000	1,200	1,200
Contract Svcs Waste - Porta Potties	300	340	340
<b>BLDGS &amp; GROUNDS ENERGY</b>			

FY 2023 APPROVED BUDGET and FY 2024 PROPOSED BUDGET COMPARISON

ACCOUNT	2022/2023 BUDGET	PROPOSED 2023/2024 BUDGET	BUDGET COMMITTEE
<b>Town Hall</b>			
Utilities - Propane	3,984	3,984	3,984
Utilities - Electricity	8,000	8,500	8,500
<b>Recreation</b>			
Utilities - Electricity	1,420	2,500	2,500
<b>Bunganut</b>			
Utilities - Electricity	4,000	4,500	4,500
<b>Transfer Station</b>			
Utilities - Electricity	6,700	9,000	9,000
<b>Roads</b>			
Utilities - Electricity	14,500	8,500	8,500
<b>BLDGS &amp; GROUNDS SIGNAGE</b>			
<b>Recreation</b>			
Supplies - Signs	500	500	500
<b>Bunganut</b>			
Supplies - Signs	500	500	500
<b>Transfer Station</b>			
Supplies - Signs	500	500	500
<b>Roads</b>			
Supplies - Signs	4,000	5,000	5,000
<b>BLDGS &amp; GROUNDS TOTAL</b>	<b>677,588</b>	<b>795,511</b>	<b>795,511</b>
<b>TRANSFER STATION</b>			
Contract Svcs Waste - Prof Svcs	2,700	2,980	2,980
Contract Svcs Waste - Prof Svcs Can Rental	2,400	2,400	2,400
Contract Svcs Waste - Tipping	172,197	166,250	166,250
Contract Svcs Waste - Tipping Wood	39,750	43,750	43,750
Contract Svcs Waste - Tipping Recycle	7,350	10,650	10,650
Contract Svcs Waste - Hauling	23,800	33,125	33,125
Contract Svcs Waste - Hauling Wood	31,500	27,125	27,125
Contract Svcs Waste - Hauling Recycle	8,225	11,100	11,100
Contract Svcs Waste - Hauling Metal	0	10,500	10,500
Contract Svcs Waste - Hauling Waste Oil	2,300	2,500	2,500
Repairs & Maint - Equipment	8,100	13,330	13,330
Utilities - Fuel	0	2,880	2,880
Utilities - Communications	3,500	4,000	4,000
Supplies - Supplies	1,450	750	750
Supplies - Personal Protective Gear	1,500	3,000	3,000
Other - State Fee's	500	500	500
Other - Health & Wellness	500	500	500
<b>TRANSFER STATION TOTAL</b>	<b>305,772</b>	<b>335,340</b>	<b>335,340</b>
<b>PARKS &amp; REC</b>			
<b>Recreation</b>			
Repairs & Maint - Equipment Repairs	900	950	950
Utilities - Fuel	0	100	100
Advert, Print, Forms - Advertising	500	200	200

FY 2023 APPROVED BUDGET and FY 2024 PROPOSED BUDGET COMPARISON

ACCOUNT	2022/2023 BUDGET	PROPOSED 2023/2024 BUDGET	BUDGET COMMITTEE
Other - Rec Programs	6,860	6,860	6,860
Other - Misc	250	250	250
<b>Bunganut</b>			
Utilities - Communications	4,800	600	600
<b>PARKS &amp; REC TOTAL</b>	<b>13,310</b>	<b>8,960</b>	<b>8,960</b>
<b>RESERVES</b>			
Computer	10,000	10,000	10,000
Town Hall	10,000	10,000	10,000
Revaluation	18,688	18,674	18,674
So. Waterboro Rd	0	50,000	50,000
Capital Improve	15,000	15,000	15,000
Resident Disaster Relief	5,000	5,000	5,000
Kennebunk Pond	10,000	0	0
Fire Hydrants	4,000	4,000	4,000
Benefits	7,715	7,715	7,715
Charter Commission	1,000	1,000	1,000
GMFR Vehicle	50,000	60,000	60,000
GMFR Facility	16,000	16,000	16,000
GMFR Building	14,000	14,000	14,000
<b>RESERVES TOTAL</b>	<b>161,403</b>	<b>211,389</b>	<b>211,389</b>
<b>OUTSOURCED GEN ADMIN</b>			
<b>Town Hall</b>			
Contract Svcs Prof - Professional Svcs	56,500	54,500	54,500
Contract Svcs Prof - Legal Svcs	32,700	34,200	34,200
Contract Svcs Prof - Audit Svcs	5,500	5,500	5,500
Contract Svcs Prof - Town Hall Phase 2	0	50,000	50,000
<b>Cemeteries</b>			
Contract Svcs Outsourced - Other	11,500	8,500	8,500
<b>Planning</b>			
Contract Svcs Prof - Professional Svcs	500	500	500
<b>Bunganut</b>			
Contract Svcs Outsourced - Other	41,000	41,000	41,000
<b>Outsourced Gen Admin Total</b>	<b>147,700</b>	<b>194,200</b>	<b>194,200</b>
<b>Outsourced - Other</b>			
Library	128,678	141,270	141,270
Historical Society	5,000	5,000	5,000
PSAP Fee's	39,594	44,119	44,119
<b>OUTSOURCED OTHER TOTAL</b>	<b>173,272</b>	<b>190,389</b>	<b>190,389</b>
<b>OUTSOURCED GMFR</b>			
Contract Svcs Outsourced - GMFR Personnel	384,804	435,968	435,968
Contract Svcs Outsourced - GMFR Contract	177,246	194,223	194,223
<b>OUTSOURCED GMFR TOTAL</b>	<b>562,050</b>	<b>630,191</b>	<b>630,191</b>
<b>CIP</b>			
Equipment - Computer Equipment	3,975	23,530	23,530
Equipment - Office Equipment	12,275	1,595	1,595

FY 2023 APPROVED BUDGET and FY 2024 PROPOSED BUDGET COMPARISON

<b>ACCOUNT</b>	<b>2022/2023 BUDGET</b>	<b>PROPOSED 2023/2024 BUDGET</b>	<b>BUDGET COMMITTEE</b>
Equipment - Other Town Hall	3,720	5,410	5,410
Equipment - Other Recreation	0	900	900
Equipment - Other Bunganut	0	5,000	5,000
Equipment - Other Transfer Station	300	7,900	7,900
<b>OTHER CIP TOTAL</b>	<b>20,270</b>	<b>44,335</b>	<b>44,335</b>
<b>TOTAL</b>	<b>3,946,985</b>	<b>4,366,001</b>	<b>4,366,001</b>

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

**Dept: 101 - SALARIES**

11 - Town Hall

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
10 - 101	Salaries - Town Manager	N/A	0	0	0	0	0	0	100,755	100,755				100,755	
									100,755						
10 - 102	Salaries - Select Board Secretary	10-01-05	39,293	48,182	45,667	34,475	47,771	35,078	53,235	0	0			0	
									0						
10 - 103	Salaries - Treasurer	10-01-01	48,073	46,381	50,879	54,849	59,556	62,440	62,534	62,534				62,534	
									62,534						
10 - 105	Salaries - Tax Collector	10-01-02	47,712	48,547	48,651	49,604	49,382	49,641	51,851	55,751	55,751			55,751	
	1 @ 1950 Hrs @								55,751						
10 - 106	Salaries - Admin Clerk	10-01-07	0	0	20,000	7,751	30,979	29,467	45,728	51,578	51,578			51,578	
	1 @ 1950 Hrs								51,578						
10 - 107	Salaries - Deputy TC/TC	10-01-03	6,495	5,708	6,625	6,336	6,720	2,960	7,095	0	0			0	
									0						
10 - 115	Salaries - Assessor	10-01-04	42,449	42,710	43,298	9,082	71,418	58,993	76,125	75,750	75,750			75,750	
	1 @								75,750						
10 - 141	Salaries - Code Enforcement Officer	10-01-20	67,428	68,803	68,760	69,996	69,788	80,086	78,706	65,000	65,000			65,000	
	1 @								65,000						
10 - 142	Salaries - Code Enforcement Assistant	10-01-30	0	0	0	0	27,300	9,764	27,300	27,300	27,300			27,300	
	P/T 1300 HRS								27,300						
13 - Elections															
10 - 181	Salaries - Town Clerk	10-01-10	47,724	47,697	48,651	48,578	49,381	49,381	56,850	0	0			0	
10 - 182	Salaries - Ballot Clerks	10-01-16	4,080	1,918	6,000	5,650	4,504	3,422	6,529	8,478	8,478			8,478	
	process absentees day before election, town, meeting training (include minimum increase) @ Minimum Wage								8,478						
10 - 183	Salaries - Town Meeting Moderator	10-01-21	313	0	319	319	324	324	340	340	340			340	
	1 @								340						

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
10 - 184	Salaries - Registrar								6,000	6,000				6,000	
	10-01-22	2,601	2,601	3,200	3,200	3,248	3,248	3,410							
	Stipend increase due to increase of certifying petitions								6,000						
17 - Planning															
10 - 146	Salaries - Planning Board Clerk								0	0				0	
	10-01-11	4,994	4,994	5,094	5,469	5,170	1,511	0							
10 - 147	Salaries - Planning Board								3,580	3,580				3,580	
	10-01-12	1,624	1,663	1,656	3,210	3,057	2,275	3,316							
	35 hrs @7 @ Minimum (Chair plus \$1) increased								3,580						
18 - Appeals Board															
10 - 148	Salaries - Appeals Board								373	373				373	
	10-01-13	380	6	388	61	400	24	450							
	@								373						
21 - Recreation															
10 - 127	Salaries - Recreation Director								3,960	3,960				3,960	
	10-01-23	3,642	3,642	3,715	3,715	3,771	3,771	3,960							
	1 @								3,960						
31 - Transfer Station															
10 - 131	Salaries - Transfer Station								123,121	123,121				123,121	
	10-01-19	53,235	48,928	49,639	51,727	75,153	62,260	91,745							
	1 Manager @ 2080								50,981						
	6 employees, 4160 hours								72,140						
10 - 132	Salaries - Eco Maine Rep								1,000	1,000				1,000	
	10-01-24	918	0	936	0	950	0	998							
	1 @								1,000						
51 - Roads															
10 - 151	Salaries - Road Commissioner								37,905	37,905				37,905	
	10-01-08	0	0	0		36,100	36,100	37,905							
	1 @								37,905						
71 - GA															
10 - 171	Salaries - GA Director								3,394	3,394				3,394	
	10-01-06	3,122	3,122	3,184	3,184	3,232	3,232	3,394							
	1 @								3,394						
72 - ACO															
10 - 175	Salaries - Animal Control Officer								7,458	7,458				7,458	
	10-36-02	6,861	6,597	6,998		7,103	7,103	7,458							
	1 @								7,458						
99 - Not Sp															
10 - 179	Salaries - Health Officer								455	455				455	

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote			
	10-01-17	417	417	425	425	431	431	452										
	1 @																	
10 - 191	Salaries - Extra Time Pay								7,500	7,500				7,500				
	10-01-59	4,700	34	4,700	1,205	4,700	1,107	4,700										
	7,500																	
10 - 199	Salaries - Select Board								26,015	26,015				26,015				
	10-01-54	23,930	23,930	24,410	24,940	24,778	24,778	26,015										
	Chair @																	
	Selectman @																	
	Selectman @																	
	Selectman @																	
	Selectman @																	
	5,655																	
	5,090																	
	5,090																	
	5,090																	
	5,090																	
<b>Dept: 101 - SALARIES TOTAL</b>						<b>585,216</b>	<b>527,398</b>	<b>650,096</b>	<b>668,247</b>	<b>668,247</b>	<b>668,247</b>	Jessica/Tom	4-1-0	<b>18,151</b>	<b>2.79%</b>	<b>668,247</b>	3-2-0	<b>Brad/Amber</b>
<b>Dept: 102 - BENEFITS</b>																		
99 - Not Specified	20 - 201	Benefits - FICA							51,199	51,199				51,199				
		10-01-90	35,735	30,751	35,126	29,408	44,089	40,405	49,766									
	7.65 % of total salaries																	
	51,199																	
99 - Not Specified	20 - 210	Benefits - Health							151,887	151,887				151,887				
		10-65-03	121,000	107,372	135,000	99,891	149,500	133,730	193,795									
	Calendar Year amounts. First six months we know the cost the last six months are cost plus 10%																	
	151,887																	
20 - 211	Benefits - Dental								4,414	4,414				4,414				
		10-65-01	3,300	2,992	3,500	2,558	3,750	3,590	5,518									
	Calendar Year amounts. First six months we know the cost the last six months are cost plus 10%																	
	4,414																	
20 - 214	Benefits - Life no Med								120	120				120				
		N/A	0	0	0	0	0	0	0									
	Personnel Policy states Life Insurance up to 1X salary. For those that take the Health it is part of the package. This is for those who don't																	
	120																	
20 - 230	Benefits - 457 B Employer Match								12,614	12,614				12,614				
		10-01-63	12,900	6,156	12,000	4,589	15,028	10,606	18,120									
	The Personnel Policy allows for a 6% match.																	
	12,614																	
20 - 231	Benefits - MPERS Employer Match								29,583	29,583				29,583				
		10-01-64	0	0	0	6,244	24,043	16,072	26,958									
	29,583																	
20 - 250	Benefits - PTO Buyout								4,500	4,500				4,500				
		10-01-62	4,500	0	4,500	0	4,500	0	4,500									
	4,500																	
11 - Town Hall	20 - 280	Benefits - Training							9,515	9,515				9,515				
		10-10-11	2,000	654	2,340	555	2,000	1,365	4,070									
	MMA annual conference (Tax Collector Request \$120, Admin Clerk \$120, Town Clerk \$120)																	
	360																	
	Tax Collector Classes (4) @ \$55 and 1 vital records class																	
	280																	



**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Admin Assist Classes (4) @ \$55 and 1 vital records class														
Treasurer Classes (4) @ \$55														
Elections Conference - (1) 2 days 2 nights stay (MOVED TO 102-13-20-280)														
Clerk Classes - (2) @ \$60														
MTCCA Annual Networking Day														
MMA Training Board of Selectmen (25 Classes, 5 each, 5 Select members) @\$55														
MMA Training Zoning Board of Appeals (4 Classes)														
Assessing Training/Classess														
Assessing Property Tax School														
Code Enforcement Training (and assistant)														
Other (i.e. Committee's) 10 classes														
SelectBoard Clerk 4 classes @ \$55														
Town Manager classes/meetings														
ACO														

**2023 budget**

MMA annual conference (Tax Collector Request \$120, Town Clerk Request \$120)								240
Tax Collector & Assist Classes (8) @ \$55 (2 each)								440
Treasurer Classes (4) @ \$55								220
Elections Conference - (1) 2 days 2 nights stay								350
Clerk Classes - (4) @ \$60 plus \$60 each Sue & Holl for Vital Records Class								360
MTCCA Annual Networking Day								60
MMA Training Board of Selectmen (16 Classes, 4 each, 4 Select members)								880
MMA Training Zoning Board of Appeals (4 Classes)								220
Assessing Training								500
Code Enforcement Training								250
Other (i.e. Committee's) 10 classes								550

20 - 290	Benefits - Memberships & Dues	10-10-12	500	461	400	362	370	785	645	1,895	1,895		1,895
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MTCCA - Maine Town & City Clerks Assoc \$30 (Bellerose, Weiss, Hutchins, Gagne, Harrison)								150
MBOIA - Maine Building Officials and Inspectors 1 @ \$40 (Charland)								40
MIAAO - Maine International Association of Assessing Officers 1 @ \$50								50
MAAO - Maine Association of Assessing Officers 1 @ \$50								50
MLGHRRA - Maine Local Government Human Resources Association 2 @ \$30 (Lemay & Gagne)								60
MGFOA - Maine Government Finance Officers Association 1 @ \$45 (Lemay)								45
MMTCTA - Maine Municipal Tax Collectors and Treasurers Association \$30 (Bellerose, Weiss, Lemay, Hutchins)								120
YCTCCA - York County Town and City Clerks Association 1 @ \$15 (Weiss)								15
IAAO - Internal Association of Assessing Officers 1 @ \$235 (Gonska)								235
MBTA - Maine Better Transportation Associ 1 @ \$75 (Nikel)								75
CMAAO - Central Maine Association of Assesing Officers								20
Town Manager								1,000
MACA - Higgins								35
<b>Was Previously under Gen Admin Operating separated from Town Dues</b>								

**2023 budget**

MTCCA - Maine Town & City Clerks Assoc \$30 (Bellerose & Weiss)								60
MBOIA - Maine Building Officials and Inspectors 1 @ \$35 (McKenna)								35
MIAAO - Maine International Association of Assessing Officers 1 @ \$50								50
MAAO - Maine Association of Assessing Officers 1 @ \$50								50
MLGHRRA - Maine Local Government Human Resources Association 1 @ \$30 (Lemay)								30
MGFOA - Maine Government Finance Officers Association 1 @ \$45 (Lemay)								45
MMTCTA - Maine Municipal Tax Collectors and Treasurers Association \$30 (Bellerose, Weiss, Lemay, Hutchins)								60
YCTCCA - York County Town and City Clerks Association 1 @ \$15 (Weiss)								15
IAAO - Internal Association of Assessing Officers 1 @ \$235 (Gonska)								235

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
MBTA - Maine Better Transportation Associ 1 @ \$75 (Nikel)							75							
<b>Was Previously under Gen Admin Operating separated from Town Dues</b>														
31 - Elections Training														
20 - 280 Benefits - Training NEW							0	120	120				120	
Elections Conference - (1) 2 days 2 nights stay (MOVED FROM 102-11-20-280) Select Board Clerk								120						
31 - Transfer Station														
20 - 280 Benefits - Training														
50-25-34	150	0	0	0	500		500	500	500				500	
								500						
<b>Dept: 102 - BENEFITS TOTAL</b>					<b>243,780</b>	<b>206,554</b>	<b>303,871</b>	<b>266,347</b>	<b>266,347</b>	<b>266,347</b>	<b>Jessica/Tom 4-1-0</b>	<b>(37,525)</b>	<b>-12.35%</b>	<b>266,347 3-2-0 Michelle/Brad</b>

**Dept: 110 - GENERAL ADMIN**

11 - Town Hall

32 - 310 Contract Svcs Equip - Professional Svcs

10-10-02	25,000	24,376	25,500	36,937	49,500	28,425
10-10-04	650	627	650	786	1,865	910
10-35-32	0	0	0	0	0	34,090
10-35-31	0	0	0	0	0	656
<b>Total</b>	<b>25,650</b>	<b>25,003</b>	<b>26,150</b>	<b>37,723</b>	<b>51,365</b>	<b>64,081</b>

64,008 64,008

64,008

Trio (EST)	21,500
TBD : Monthly Services 23 Laptops/Desktops, 2 servers, 6 network devices, monitoring, updates, antivirus	25,000
TBD: Remote access	350
TBD : Web Hosting	700
TBD: Server Cloud Backup Service (Trio & NAS Servers)	2,500
Gov.Gov (domain name)	550
Virtual Meeting Software	300
Office 365 (23 Licenses) \$493 @ 6 months \$525 @ 6 months	6,108
Adobe Pro (2 licenses) EST	720
Mail Chimp package (\$60 per month)	720
You Tube Premium	300
<b>COPIER</b>	
BW Base contract	1,863
BW Cost per Copy	200
Color Base Contract	882
Color Cost per Copy - Annual	270
<b>PRINTER</b>	
Base contract	900
Cost per Copy - Annual	70
<b>KYOCERA (moved from 10-10-24)</b>	
Base contract @ 15,000 copies	575
Cost per Copy (contractual with Kyocera) @ .02500 @ 20,000	500

**2023 budget**

Trio	19,935
Bean Data : Monthly Services 21 Laptops/Desktops, 2 servers, 6 network devices, monitoring, updates, antivirus	21,000
Bean Data : Web Hosting	650
Iworks	7,500
Gov.Gov (domain name)	500
Zoom 1 year	2,520
Office 365 (22 Licenses)	5,500
Text My Gov	1,700
Adobe Pro (2 licenses)	3,600

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
<b>COPIER</b>														
BW Base contract					915									
BW Cost per Copy					300									
Color Base Contract					300									
Color Cost per Copy					11									
<b>PRINTER</b>														
Base contract					300									
Cost per Copy					150									
<b>KYOCERA (moved from 10-10-24)</b>														
Base contract @ 15,000 copies					575									
Cost per Copy (contractual with Kyocera) @ .02500 @ 20,000					500									
39 - 315 Contract Svcs Other - Memberships & Dues														
10-10-12	7,700	7,384	8,234	7,413	8,264	7,656	8,517	9,071	9,071				9,071	
Southern Maine Planning														
Maine Municipal Association														
<b>2023 budget</b>														
Southern Maine Planning														
Maine Municipal Association														
<b>Previously included employee's</b>														
39 - 399 Contract Svcs Other - Other														
10-10-22	6,000	4,048	6,000	3,661	6,000	2,664	6,642	4,760	4,760				4,760	
Liens, Lien Release (@\$19 per) (Tax Clerk Request) 70 @ \$38														
Planning Board Findings (CEO Requested)														
Storage Unit Rent														
<b>2023 budget</b>														
Liens, Lien Release (@\$19 per) (Tax Clerk Request)														
Lien Release (@\$19 per) other filings														
Planning Board Findings (CEO Requested)														
50 - 580 Utilities - Communications														
10-10-25	6,000	6,226	6,500	6,429	10,600	7,349	7,750	10,464	10,464				10,464	
GWI Office Phones & Internet w/ 200 mb internet (\$650 per estimated current \$608 7%) plus added a fax line														
Verizon: 4 Cell phones (1 new transfer station) +2 mobile devices with connection (\$153 plus new \$40 plus 7%) plus gig increase														
<b>2023 budget</b>														
GWI Office Phones & Internet w/ 200 mb internet														
Verizon: 3 Cell phones +2 mobile devices with connection														
60 - 610 Supplies - Supplies														
10-10-01	4,000	4,841	4,000	3,933	5,000	6,013		10,211	10,211				10,211	
10-10-06	5,000	5,259	5,000	4,977	1,000	2,145								
10-10-13	4,020	762	2,000	0	1,000	85								
TOTAL	13,020	10,862	11,000	8,910	7,000	8,242	9,383							
et. al. like below														
7,500														

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Printer Cartridges														
Receipt Paper Rolls														
Calculator Paper Rolls														
Paper														
Pens														
Pencils														
Folders														
Highlighters														
Envelopes														
Toilet Paper														
Paper Towels														
Hand Soap														
Cleanser														
Code Books														
MMA Directory														
H2O														
Assessing Requested (books reference materials etc.)													650	
Tax Clerk Requested													1,154	
Codes Requested													600	
Town Clerk Requested (binders, protector sleeves, MMA Directory)													102	
Town Clerk Requested (Labels for dog reminder notices)													35	
Town Clerk Requested Toner 2 X 85													170	

**2023 budget**

Printer Cartridges								1,400	
et. al. like below								3,501	
Receipt Paper Rolls									
Calculator Paper Rolls									
Paper									
Pens									
Pencils									
Folders									
Highlighters									
Envelopes									
Toilet Paper									
Paper Towels									
Hand Soap									
Cleanser									
Code Books									
MMA Directory									
Air Filters CEO Office 2x a year								1,100	
H2O								1,200	
Assessing Requested (books reference materials etc.)								300	
Tax Clerk Requested								1,154	
Codes Requested								350	
Town Clerk Requested (binders, protector sleeves, MMA Directory)								245	
Town Clerk Requested (Labels for dog reminder notices)								33	
Thumb drives for Registrar (10)								100	

60 - 650 Supplies - Postage

10-10-03 6,000 5,821 7,000 7,541 5,200 5,641 9,000

**8,220** **8,220**

**8,220**

30 Day notices (Tax Clerk Request) \$8 @ 150	1,200
Liens (Tax Clerk Request) \$8 @ 80	640
BMV Reports (Tax Clerk Request) \$8 @ 52	420
45 Day Notices \$8 @ 35	360
Checks (1,000)	600
Absentee Ballots (MOVED TO ELECTIONS)	
Memory Sticks (elections) MOVED TO ELECTIONS	
Ballots from Printer (MOVED TO ELECTIONS)	
Moved Tax Billing postage to Tax Billing	
Planning Board Notices (Code Requested)	1,800

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Reminder Notice (Tax Clerk Request)														
Tax Clerk Requested									400					
Assessing requested - PTS & Val Update Letters									2,000					
Town Clerk requested (dog reminders, town reports, monthly reports)									600					
Town Clerk requested for Elections (absentee's, memory sticks, ballots) MOVED TO ELECTIONS et. al.									200					

**2023 budget**

30 Day notices (Tax Clerk Request)	1,500
Liens (Tax Clerk Request)	700
BMV Reports (Tax Clerk Request)	460
45 Day Notices	600
Checks	
Absentee Ballots	
Memory Sticks (elections)	
Ballots from Printer	
Moved Tax Billing postage to Tax Billing	0
Planning Board Notices (Code Requested)	1,800
Reminder Notice (Tax Clerk Request)	525
Tax Clerk Requested	300
Assessing requested	500
Town Clerk requested (dog reminders, town reports, new charter, monthly reports)	715
Town Clerk requested for Elections (absentee's, memory sticks, ballots)	1,711
et. al.	2,189

80 - 810	Adver, Print, Forms - Advertising	10-10-05	3,000	2,077	3,000	4,175	4,000	1,582	4,500	4,500			4,500
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Notices that need to be publicly posted per MRSA ( approx @ \$170 ea for portland press )	2,460
Codes Request	2,040
Tax Clerk Request	0
Town Clerk Requested (absentees, nomination 12 ads x \$70) MOVED TO ELECTIONS	
Town Clerk Requested unlicensed dogs	0

**2023 budget**

Notices that need to be publicly posted per MRSA ( approx @ \$170 ea for portland press )	850
Codes Request	2,040
Tax Clerk Request	600
Town Clerk Requested (absentees, nomination 12 ads x \$70)	940
Town Clerk Requested unlicensed dogs	70

80 - 830	Adver, Print, Forms - Forms	10-10-15	1,300	3,912	5,000	3,022	4,000	3,895	9,700	8,910	8,910		8,910
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Purchase Orders	0
Checks	600
1099's , W2's	165
Misc	1,500
Book Binding for Vital Statistics	5,460
Dog License postcards	85
Misc Electrical application forms & Building permit placards	200
Transfer Station Stickers	900

**2023 budget**

Purchase Orders	0
Checks	0
1099's , W2's	300

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Misc							700							
Book Binding for Town Records							4,875							
Book Binding for Vital Statistics							2,700							
Dog License postcards							125							
Misc Electrical application forms & Building permit placards							400							
Transfer Station Stickers							600							
80 - 850 Adver, Print, Forms - Town Report								2,000	2,000				2,000	
10-10-09	5,000	4,579	5,000	5,087	5,500	4,380	6,000							
Town Report (approx 250)								2,000						
80 - 860 Adver, Print, Forms - Tax Bills								3,105	3,105				3,105	
10-10-28	1,300	544	1,300	889	3,030	2,356	3,100							
Tax Bills								550						
Tax Bill Insert								475						
Tax Bill Postage								1,400						
Postage for 2'nd Installment Reminders								480						
Printing of 2'nd Installment								200						
<b>2023 budget</b>														
Tax Bills								650						
Tax Bill Insert								400						
Tax Bill Postage								1,400						
Postage for 2'nd Installment								500						
Printing of 2'nd Installment								150						
90 - 910 Other - Mileage/Travel								7,366	7,366				7,366	
10-10-23	4,200	2,462	4,200	2,416	3,000	3,095	4,888							
At Federal Rate														
CEO								2,000						
Tax Clerk requested (based on 8 classes in Augusta including Admin Clerk)								850						
Treasurer								1,560						
Assessing requested - post covid - in person classes, workshops, meetings, etc increasing (includes lodging for property school)								1,850						
Town Clerk Requested (classes in Augusta, Waterville, Bangor, Posting & Post office 1155 X .625) plus tolls								791						
Town Clerk Requested Meal reimbursement 3 @ \$35								105						
MTCCA Annual Networking Day lodging								120						
Registrar Posting								25						
Health Officer								65						
<b>2023 budget</b>														
At Federal Rate (CEO, Treasurer, et al.)								2,700						
Tax Clerk requested (based on 2 classes in Augusta)								300						
Assessing requested								900						
Town Clerk Requested (classes in Augusta, Waterville, Bangor, Posting & Post office 1674 X .59)								988						
19 - Committees														
90 - 999 Misc - Misc								3,500	3,500				3,500	
Items needed for several committees (i.e. advertising, other services etc)								3,500						
Ordinance Review														
I/T Committee														
Buildings and Grounds														
Conservation														
ETC as per Town Charter														

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote	
<b>Dept: 110 - GENERAL ADMIN TOTAL</b>					107,959	110,940	135,436	136,115	136,115	136,115	Jessica/Dave 4-0-0	679	0.50%	136,115 5-0-0	Dave/Michelle
<b>Dept: 115 - ELECTIONS</b>															
13 - Elections															
39 - 399 Contract Svcs Other - Other	10-10-07	7,000	3,415	7,750	8,391	7,825	3,779	12,147	9,339	9,339			9,339		
								3,065							
Memory Sticks, programming and rental								400							
Accessible Voting / Electronic Ballot 4 Elections								500							
Lease additional machine															
Dymo Lables (MOVED TO 110-13-60-610)															
Signs (MOVED TO 110-13-60-670)															
Ballots 3 elections 9,000 ballots 2500 X 3 election 1500 X 1 election								2,712							
Changing Venues Dave Riles bring voting equipment back and forth 4 elections \$400								1,600							
Meals (MOVED TO 110-13-60-610)															
U-Haul \$150 X 4 elections								600							
email address for electronic ballots for 4 elections.								20							
Parking Attendants: 2 people 12 hours								442							
60 - 610 Supplies - Supplies	NEW	0	0	0	0	0	0	0	1,126	1,126			1,126		
Dymo Lables (MOVED FROM 110-13-30-399)								114							
Meals (MOVED FROM 110-13-30-399)								1,012							
60 - 650 Supplies Postage	NEW	0	0	0	0	0	0	0	1,702	1,702			1,702		
Absentee Ballots (1,300 ballots @ .86 for 2 oz. for 4 elections)								1,118							
Memory Sticks (elections) 4 elections								244							
Ballots from Printer \$85 x 4 elections								340							
60 - 670 Supplies Signs	NEW	0	0	0	0	0	0	0	0	0			0		
Signs															
80 - 810 Adver, Print, Forms - Advertising	NEW	0	0	0	0	0	0	0	980	980			980		
Town Clerk Requested (absentees, nomination 14 ads x \$70)								980							
90 - 910 Other - Mileage/Travel	NEW	0	0	0	0	0	0	0	414	414			414		
Elections Conference 2 night hotel 120 X 2 = \$240								240							
Elections Conference Meals 2 x \$35								70							
Elections Conference (166 round trip @ .625)								104							
<b>Dept: 115 - ELECTIONS TOTAL</b>					7,825	3,779	12,147	13,561	13,561	13,561	Jessica/John 4-0-0	1,414	11.64%	13,561 5-0-0	Michelle/Brad
<b>Dept: 117 - GENERAL ADMIN INSURANCE SERVICES (non employee)</b>															
99 - Not Specified															
38 - 325 Contract Svcs Insurance - Insurance Prop & Cas	10-65-02	14,500	13,438	15,500	15,131	16,585	15,451	18,244	20,068	20,068			20,068		
@ 10%								20,068							
38 - 326 Contract Svcs Insurance - Insurance Workers Comp	10-65-04	5,000	13,768	5,500	9,952	12,500	12,535	14,106	18,790	18,790			18,790		
July - Dec 2023								4,950							

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Adjustment in Jan of 2024 for underpayment july - dec								5,425						
Jan - Jun 2024 with 10 % increase								8,415						
<b>2023 budget</b>														
July - Dec 2022								6,706						
Jan - Jun 2023 with 10 % increase								7,400						
2022 12,390.00														
38 - 327	Contract Svcs Insurance - Unemployment							5,000	5,000				5,000	
	10-65-05	2,900	2,060	5,291	4,656	6,000	2,161							
								5,000						
38 - 328	Contract Svcs Insurance - Volunteer							120	120				120	
	N/A	0	0	0	0	0	78							
								120						
	39 @ \$2 plus new boards and committees													
<b>Dept: 117 - GENERAL ADMIN INSURANCE SERVICES (non employee) TOTAL</b>					<b>35,085</b>	<b>30,147</b>	<b>37,428</b>	<b>43,978</b>	<b>43,978</b>	<b>43,978</b>	Jessica/Dave 4-0-0	<b>6,551</b>	<b>17.50%</b>	<b>43,978 5-0-0 Michelle/Dave</b>

**Dept: 119 - CONTINGENCY**

11 - Town Hall

90 - 999 Other - Misc

For unseen and unplanned items. This past year the Select Board could have used this money for downed trees at Bunganut, Broken Picnic Tables, Traffic Cones for the Road because of severe storm damage. There was a water issue at Bunganut field

**History**

	Budget	Spent
FY 2023	0	0
FY 2022	0	0
FY 2021	8,000	4,602
FY 2020	8,000	4,295
FY 2019	8,000	8,000
FY 2018	8,000	4,524
FY 2017	8,000	1,056
FY 2016	8,000	1,906
FY 2015	8,000	7,829
FY 2014	8,000	2,492
FY 2013	2,000	1,907
FY 2012	2,000	817
FY 2011	2,000	0
FY 2010	2,000	63
FY 2009	0	0

**Dept: 119 - CONTINGENCY**

**0 0 0 2,500 2,500 2,500 John/Jessica 4-0-0 2,500 #DIV/0! 2,500 4-1-0 Amber/Michelle**

**Dept: 125 - ANIMAL WELFARE**

72 - ACO

39 - 381 Contract Svcs Other - Animal Welfare

10-36-01	6,039	6,038	6,039	6,038	6,039	6,038
10-36-03	0	0	0	375	350	125
<b>Total</b>	<b>6,039</b>	<b>6,038</b>	<b>6,039</b>	<b>6,413</b>	<b>6,389</b>	<b>6,957</b>

Shelter: \$1.46 per capita @ 4525  
Clinic

6,607  
350

**2023 budget**

Shelter: \$1.46 per capita @ 4525

6,607



**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote	
	Clinic					350										
90 - 910	Other - Mileage/Travel															
	10-36-23	2,000	904	2,000	956	2,000	361	2,000	1,500	1,500				1,500		
	At Federal Rate								1,500							
<b>Dept: 125 - ANIMAL WELFARE TOTAL</b>						<b>8,389</b>	<b>6,524</b>	<b>8,957</b>	<b>8,457</b>	<b>8,457</b>	Dave/John	4-0-0	(500)	-5.58%	8,457 5-0-0	Michelle/Brad Vicky out
<b>Dept: 128 - HEALTH &amp; HUMAN SVC GENERAL ASSISTANCE</b>																
71 - GA																
39 - 310	Contract Svcs Other - Professional Svcs															
	60-71-99	2,500	1,010	2,500	570	2,500	328	1,000	1,000	1,000	Jessica/Dave	4-0-0		1,000 5-0-0	Brad/Michelle Vicky out	
									1,000							
<b>Dept: 129 - HEALTH &amp; HUMAN SVC SOCIAL SERVICES</b>																
75 - Social Services																
91 - 999	Social Services - Misc															
	70-70-15	0	0	0	0	1,086	1,086	1,086	1,131	1,131	John/Jessica	4-0-0		1,131 5-0-0	Michelle/Brad Vicky out	
	LifeFlight								1,131							
<b>2023 budget</b>																
	LIFEFLIGHT					1,086										
<b>Dept: 128 &amp; 129 - HEALTH &amp; HUMAN SVC TOTAL</b>						<b>3,586</b>	<b>1,414</b>	<b>2,086</b>	<b>2,131</b>	<b>2,131</b>		45	2.16%	2,131		
<b>Dept: 131 - ROADS</b>																
51 - Roads																
37 - 310	Repairs & Maint - Sign Intallation															
	NEW	0	0	0	0	0	0	0	1,000	1,000				1,000		
	Sign Installation								1,000							
40 - 481	Repairs & Maint - Roads/Construction															
	40-15-01	268,392	267,309	307,096	302,546	251,000	138,480	160,500	199,000	199,000				199,000		
	Grasshopper Ln								67,000							
	Williams Rd reclaim								75,000							
	Day Rd reclaim 450'								12,000							
	Deer Hill reclaim 3600'								45,000							
<b>2023 budget</b>																
	Mast Rd reclaim								67,000							
	Williams Rd reclaim								72,000							
	Day Rd reclaim 450'								8,000							
	Deer Hill reclaim 3600' (\$40,000 coming from LRAP funds)								13,500							
40 - 482	Repairs & Maint - Roads/Resurfacing															
	40-15-02	252,000	238,601	200,000	198,841	316,500	229,234	391,000	475,000	475,000				475,000		
	Grasshopper Ln								70,000							
	John St								75,000							
	Day Rd								90,000							
	Mast Rd								99,000							
	Williams Rd								96,000							

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Deer Hill								45,000						

**2023 budget**

Oscar Littlefield							70,000
Day Rd Surface 6500'							90,000
Mast Rd. Surface							99,000
Williams Rd							96,000
Deer Hill							36,000

40 - 483	Repairs & Maint - Roads/Repairs & Maint								139,350	139,350			139,350	
	40-15-03	95,000	95,002	100,000	97,527	168,100	117,800	183,850						

Shore Rd. Assoc								250
Striping Crosswalks (includes transfer station & library)								4,200
Striping								21,000
Sweeping								13,000
Cold Patch								4,000
Culverts & Ditching								25,000
Brush Cutting								10,000
Tree Removal								20,000
General Maintenance								41,900

**2023 budget**

Shore Rd. Assoc								250
Striping Crosswalks (includes transfer station & town hall)								3,100
Striping								17,000
Sweeping (contractual until 06/30/2023)								11,050
Roadside Mowing - MOVE TO DEPT 142								0
Cold Patch								3,000
Culverts & Ditching								20,000
Brush Cutting								10,000
Tree Removal								10,000
General Maintenance								20,000
General Maintenance								89,450

50 - 580	Utilities - Communications								0	0			0	
	N/A	0	0	0	0	0	0	250						

								250
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**2023 budget**

GWI w/ 200 mb internet @ Salt Shed								250
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<b>Dept: 131 - ROADS TOTAL</b>						<b>735,600</b>	<b>485,514</b>	<b>735,600</b>	<b>814,350</b>	<b>814,350</b>	<b>814,350</b>	<b>Jessica/John 4-0-0</b>	<b>78,750</b>	<b>10.71%</b>	<b>814,350</b>	<b>5-0-0</b>	<b>Michelle/Amber</b>
<b>Dept: 141 - BLDGS &amp; GROUNDS CARE &amp; MAINT</b>																	

11 - Town Hall

31 - 310	Contract Svcs Bldgs & Grounds - Professional Svcs								9,660	9,660			9,660	
	10-10-06	5,000	5,259	5,000	4,977	7,650	6,212							
	10-10-21	800	576	800	832	792	832							
	10-10-27	1,600	766	995	492	550	523							
	Total	7,400	6,601	6,795	6,301	8,992	10,710							

Security System : Annual contract \$492 parts, service etc extra								600
Rugs : Twice a month at \$35.00								840
Cleaning Services General (\$475 @ 12)								5,700
Deep Clean 2x a year								1,200

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Rugs (2 x a year)								700						
Additional vacuuming (\$50 @ 52 wks) (resolved)								0						
Fire Extinguishers Inspection								120						
Windows service 2x a year								500						
Misc Repairs (moved to 40-410)														

**2023 budget**

Security System : Annual contract \$492 parts, service etc extra							550
Rugs : Twice a month at \$35.00							910
Cleaning Services General (\$475 @ 12)							5,700
Deep Clean 2x a year							1,200
Rugs (2 x a year)							700
Additional vacuuming (\$50 @ 52 wks)							2,600
Windows service 2x a year							450
Misc Repairs							1,200

40 - 410 Repairs & Maint - Buildings & Grounds

10-10-16	2,025	850	850	30	1,200	1,660
10-60-02	8,000	7,776	8,000	4,411	8,000	7,214
<b>Total</b>	<b>10,025</b>	<b>8,626</b>	<b>8,850</b>	<b>4,441</b>	<b>9,200</b>	<b>9,425</b>

**3,700**   **3,700**

**3,700**

Haley's for HVAC (FY 23 \$1,200)	1,500
Rod's Electric (Generator)	200
Pest Services	350
Fire Extinguishers replacements or recharge	150
Misc Repairs (broken toilet etc)	1,500

**2023 budget**

Haley's for HVAC	900
Duct Cleaning at Town Hall. (when units were replaced in 2019 used existing duct work & did not clean. They recommend every 8 years)	7,500
Rod's Electric (Generator)	200
Pest Services	350
Fire Inspection	475

21 - Recreation

31 - 310 Contract Svcs Bldgs & Grounds - Professional Svcs

80-30-06	0	0	0	0	1,500	580	4,250
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**1,390**   **1,390**

**1,390**

Pest Control (adding playground)	600
Locking and Unlocking of Gate (\$10 per day)	0
Bacteria Analysis (3X) @ \$30	90
Misc Repairs	700

**2023 budget**

Pest Control (adding playground)	600
Locking and Unlocking of Gate (\$10 per day)	3,650

40 - 410 Repairs & Maint - Buildings & Grounds

80-32-17	2,000	9,514	2,500	2,670	2,500	2,605	3,990
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**1,850**   **1,850**

**1,850**

Bark Mulch	550
Paint	100
Misc. Items	200
Sod and Soil	1,000

**2023 budget**

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Bacteria Analysis (\$55 for Kennebunk & Bunganut 4 times)							440							
Bark Mulch							750							
Paint							100							
Misc. Items							200							
Sod and Soil							2,500							

22 - Bunganut

31 - 310	Contract Svcs Bldgs & Grounds - Professional Svcs													
	80-30-13	600	160	600	479	550	600	660	660				660	

Pest Control							600		
Bacteria Analysis (2X) @ \$30							60		

**2023 budget**

Pest Control							600		
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40 - 410	Repairs & Maint - Buildings & Grounds							700	700				700	
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Misc Repairs							700		
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31 - Transfer Station

31 - 310	Contract Svcs Bldgs & Grounds - Professional Svcs													
	N/A	0	0	0	0	0	1,500	2,620	2,620				2,620	

Pest Control							2,500		
Fire Extinguishers Inspection							120		

**2023 budget**

Pest Control							1,500		
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40 - 410	Repairs & Maint - Buildings & Grounds							1,150	1,150				1,150	
	50-25-08	1,500	3,743	1,000	1,460	1,690	500							

Misc Repairs							1,000		
Fire Extinguishers replacements or recharge							150		

**2023 budget**

New Toilet							500		
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**Dept: 142 - BLDGS & GROUNDS MOWING**

11 - Town Hall

31 - 370	Contract Svcs Bldgs & Grounds - Mowing													
	10-60-01					4,500	5,850	0	0				0	
	partial (see plowing)													

MOVED TO 142-90-31-370									
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21 - Recreation

31 - 370	Contract Svcs Bldgs & Grounds - Mowing													
	N/A					5,376	6,989	0	0				0	

MOVED TO 142-90-31-370									
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Chadbourne Field - Clean up Fall									
Chadbourne Field - Clean up Spring									

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote																																																																																																																																																																																																			
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31 - 370	Contract Svcs Bldgs & Grounds - Mowing								0	0			0																																																																																																																																																																																																				
	85-85-85	20,500	9,535	20,500	21,689	22,683	26,030	27,220																																																																																																																																																																																																									
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51 - Roads																																																																																																																																																																																																																	
31 - 370	Contract Svcs Bldgs & Grounds - Mowing								11,500	11,500			11,500																																																																																																																																																																																																				
	40-15-03	partial previously in with all rep & maint																																																																																																																																																																																																															
	Road Side Mowing - was previously listed under roads								11,500																																																																																																																																																																																																								
90 - Undefined																																																																																																																																																																																																																	
31 - 370	Contract Svcs Bldgs & Grounds - Mowing								50,142	50,142			50,142																																																																																																																																																																																																				
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11 - Town Hall																																																																																																																																																																																																																	
31 - 360	Contract Svcs Bldgs & Grounds - Plowing & Sanding								4,640	4,640			4,640																																																																																																																																																																																																				
	10-60-01	6,000	5,045	6,000	5,405	5,000	4,490	5,200																																																																																																																																																																																																									
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21 - Recreation																																																																																																																																																																																																																	
31 - 360	Contract Svcs Bldgs & Grounds - Plowing & Sanding								1,200	1,200			1,200																																																																																																																																																																																																				
	80-32-16	720	435	720	350	750	700	800																																																																																																																																																																																																									

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Kennebunk Pond \$75.00 (16 storms)								1,200						
<b>2023 budget</b>														
Kennebunk Pond \$50.00 (16 storms)								800						
22 - Bunganut														
31 - 360	Contract Svcs Bldgs & Grounds - Plowing & Sanding						750	700	700				700	
	N/A	0	0	0	0	0								
Snowshoeing & Sledding								700						
<b>2023 budget</b>														
For cross country skiing etc.								750						
31 - Transfer Station														
31 - 360	Contract Svcs Bldgs & Grounds - Plowing & Sanding							3,000	3,000				3,000	
	50-25-39	3,000	2,270	3,000	1,235	3,000	3,140	3,500						
								3,000						
51 - Roads														
31 - 360	Contract Svcs Bldgs & Grounds - Plowing & Sanding							642,400	642,400				642,400	
	40-15-04	431,700	408,472	466,700	449,458	467,750	469,572	526,260						
Contractual (yr 1 of 5) plus sanding (Dayton Snow Fighters)								450,000						
Mixing of sand & salt (Dayton Snow Fighters) 4000 yds @ 9.85								39,400						
SALT (1500 ton) \$100 (FY 2022 was \$58 FY 2023 \$78)								150,000						
Fuel Surcharge (if exceeds \$6.00 per gallon)								3,000						
<b>2023 budget</b>														
Contractual (yr 3 of 3) plus sand (Dayton Snow Fighters)								365,000						
Mixing of sand & salt (Dayton Snow Fighters) 4000 yds @ 9.75								39,000						
SALT (1422 ton) \$80								113,760						
Town of Waterboro - Plowing								8,500						
<b>Dept: 145 - BLDGS &amp; GROUNDS WASTE SERVICES</b>														
11 - Town Hall														
31 - 330	Contract Svcs Waste - Waste Services							1,820	1,820				1,820	
	10-10-06	0	0	0	0	1,300	775	1,300						
Trash Removal from Town Hall 52 weeks (\$35)								1,820						
<b>2023 budget</b>														
Trash Removal from Town Hall 52 weeks (\$25)								1,300						
21 - Recreation														
31 - 330	Contract Svcs Bldgs & Grounds - Waste							2,600	2,600				2,600	
	80-32-02	3,000	2,310	3,000	1,875	3,000	2,760	2,600						
Trash Removal Kennebunk Pond & Chadbourne year round (\$25)								2,600						
<b>2023 budget</b>														
Trash Removal Kennebunk Pond & Chadbourne year round (\$25)								2,600						
35 - 331	Contract Svcs Waste - Porta Potties							4,440	4,440				4,440	
	80-32-03	3,100	1,330	3,100	1,680	3,200	2,575	4,200						

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Chadbourne Field 1 R (\$85) 12 months 1 H (\$100) 12 months								2,220						
Kennebunk Pond 1 R (\$85) 12 months 1 H (\$100) 12 months								2,220						

**2023 budget**

Chadbourne Field 1 R 12 months 1 H 12 months							2,100
Kennebunk Pond 1 R 12 months 1 H 12 months							2,100

22 - Bunganut

31 - 330 Contract Svcs Bldgs & Grounds - Waste								2,940	2,940				2,940	
80-30-04	1,000	935	1,000	925	1,200	1,735	2,940							

Trash removal Pond (7 months - 28 weeks @ \$65) or Dumpsters								1,820
Trash removal Field (7 months - 28 weeks @\$40) or Dumpsters								1,120

**2023 budget**

Trash removal Pond (7 months - 28 weeks @ \$65)							1,820
Trash removal Field (7 months - 28 weeks @\$40)							1,120

35 - 331 Contract Svcs Waste - Porta Potties								3,375	3,375				3,375	
80-30-05	1,800	1,465	1,800	1,245	2,500	975	2,100							

Bunganut Ball Field 1 R (\$85) 7 months								595
Bunganut Town Park 5 (\$85) R 4 months								1,700
Bunganut Town Park 2 (\$85) R 4 months								680
Bunganut Town Park 1 H (\$100) 4 months								400

**2023 budget**

Bunganut Ball Field 1 R 4 months							300
Bunganut Town Park 5 R 4 months							1,500
Bunganut Town Park 1 H 4 months							300

51 - Roads

31 - 330 Contract Svcs Bldgs & Grounds - Waste								1,200	1,200				1,200	
50-25-26	500	1,995	700	837	700	887	1,000							

Road Side pick up of trash								1,200
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35 - 331 Contract Svcs Waste - Porta Potties								340	340				340	
N/A	0	0	0	0	0	0	300							

Porta Potties at Salt Shed 1 R (\$85) 4 months								340
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**2023 budget**

Porta Potties at Salt Shed 1 R 4 months							300
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**Dept: 147 - BLDGS & GROUNDS ENERGY**

11 - Town Hall

50 - 510 Utilities - Propane								3,984	3,984				3,984	
10-10-17	3,500	1,162	3,500	2,079	4,000	2,274	3,984							

Propane (est 1,600 gals @ 2.49) current pricing is \$1.799								3,984
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**2023 budget**

Propane (est 1,600 gals @ 2.49)							3,984
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50 - 560 Utilities - Electricity								8,500	8,500				8,500	
10-10-30	4,000	2,693	4,000	3,150	4,000	4,255	8,000							

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Standard prior \$35.47 as of 1/1/23 \$52.16								8,500						
KW prior \$.064494 as of 1/1/23 \$.126400														
<b>2023 budget</b>														
Standard prior \$35.47 as of 1/1/22 \$64.99								8,000						
KW prior \$.064494 as of 1/1/22 \$.118161														
21 - Recreation														
50 - 560 Utilities - Electricity								2,500	2,500				2,500	
80-32-20	300	273	300	200	325	493	1,420							
Concession Stand (using more than have in the past)								2,500						
Kennebunk Pond Lighting (new)														
Standard prior \$35.47 as of 1/1/23 \$52.16														
KW prior \$.064494 as of 1/1/23 \$.126400														
<b>2023 budget</b>														
Concession Stand (using more than have in the past)								720						
Kennebunk Pond Lighting (new)								700						
Standard prior \$35.47 as of 1/1/22 \$64.99														
KW prior \$.064494 as of 1/1/22 \$.118161														
22 - Bunganut														
50 - 560 Utilities - Electricity								4,500	4,500				4,500	
Electricity	80-30-16	420	415	450	475	550	565							
Concession Stand	80-30-20	350	241	350	200	375								
Ballfield	80-30-26	650	826	650	742	800	553							
Total		1,420	1,482	1,450	1,417	1,725		4,000						
Standard prior \$35.47 as of 1/1/23 \$52.16								4,500						
KW prior \$.064494 as of 1/1/23 \$.126400														
<b>2023 budget</b>														
Added Security								4,000						
Standard prior \$35.47 as of 1/1/22 \$64.99														
KW prior \$.064494 as of 1/1/22 \$.118161														
31 - Transfer Station														
50 - 560 Utilities - Electricity								9,000	9,000				9,000	
50-25-13	3,000	2,411	3,000	3,133	3,000	4,343	6,700							
Standard prior \$35.47 as of 1/1/23 \$52.16								9,000						
KW prior \$.064494 as of 1/1/23 \$.126400														
<b>Added Security &amp; Lighting</b>														
<b>2023 budget</b>														
Standard prior \$35.47 as of 1/1/22 \$64.99								6,700						
KW prior \$.064494 as of 1/1/22 \$.118161														
Added Security & Lighting														
51 - Roads														
50 - 560 Utilities - Electricity								8,500	8,500				8,500	
40-15-08	6,500	6,115	6,500	5,834	7,000	5,338	14,500							
Standard and unit costs \$350 per month								8,500						
KW prior \$.064494 as of 1/1/23 \$.126400														
KW for st. lights less than TH or Trfs														



**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
<b>2023 budget</b>														
Salt Shed for Cameras & Lighting									250					
Standard prior \$35.47 as of 1/1/22 \$64.99									14,250					
KW prior \$.064494 as of 1/1/22 \$.118161														

**Dept: 148 - BLDGS & GROUNDS SIGNAGE**

<b>21 - Recreation</b>														
60 - 670	Supplies - Signs	80-32-12	200	46	200	67	200	409	500	500			500	
									500					
<b>22 - Bunganut</b>														
60 - 670	Supplies - Signs	N/A	0	0	0	0	0	500	500	500			500	
									500					
<b>31 - Transfer Station</b>														
60 - 670	Supplies - Signs	N/A	0	0	0	0	0	500	500	500			500	
									500					
<b>51 - Roads</b>														
60 - 670	Supplies - Signs	40-15-05	3,000	1,779	3,000	2,401	3,500	3,703	4,000	5,000	5,000		5,000	
									5,000					

**Dept: 141-148 - BLDGS & GROUNDS**

**580,641    555,198    677,588    795,511    795,511    795,511    John/Jessica 4-0-0    117,923    17.40%    795,511    5-0-0    Dave/Michelle**

**Dept: 150 - TRANSFER STATION**

<b>31 - Transfer Station</b>														
35 - 310	Contract Svcs Waste - Prof Svcs													
	Refrigerants	50-25-11	0	2,333	1,500	1,878	2,500	1,923	2,700	2,980	2,980		2,980	
									2,500					
									480					
<b>2023 budget</b>														
									2,700					
35 - 349	Contract Svcs Waste - Prof Svcs Can Rental													
	Can Rental	50-25-10	600	600	600	3,250	2,400	1,400	2,400	2,400	2,400		2,400	
									2,400					
<b>2023 budget</b>														
									2,400					
35 - 350	Contract Svcs Waste - Tipping													
	Tipping	50-25-03	100,000	121,247	100,000	89,884	164,616	125,788	172,197	166,250	166,250		166,250	
									166,250					
<b>2023 budget</b>														
									172,197					

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
35 - 351	Contract Svcs Waste - Tipping Wood Wood Tipping 50-25-23	18,250	18,408	20,000	26,029	38,000	23,495	39,750	43,750	43,750				43,750	
Tipping: 500 Tons @ \$87.50 (from 79.50)									43,750						
<b>2023 budget</b>															
Tipping: 500 Tons @ \$79.50									39,750						
35 - 352	Contract Svcs Waste - Tipping Recycle Recycle Tipping 50-25-41	0	0	0	2,935	7,350	6,385	7,350	10,650	10,650				10,650	
Recycle: 210 Tons @ \$45 (from \$35)									9,450						
North Coast Svc TV's Monitors etc. (added \$100 per trip for fuel surcharge & \$70 per hour after first 1/2 hour) 1 X a month									1,200						
<b>2023 budget</b>															
Recycle: 210 Tons @ \$35									7,350						
35 - 355	Contract Svcs Waste - Hauling Hauling 50-25-02	18,600	40,425	21,000	25,005	23,800	26,505	23,800	33,125	33,125				33,125	
95 @ \$175.00 per Container									16,625						
55 @ \$300.00 per Container (estimated contract ends 3/4/24)									16,500						
<b>2023 budget</b>															
136 @ \$175.00 per Container									23,800						
35 - 356	Contract Svcs Waste - Hauling Wood Bulky Hauling 50-25-25	17,500	5,425	17,500	30,100	31,500	18,725	31,500	27,125	27,125				27,125	
95 @ \$175.00 per Container									16,625						
35 @ \$300.00 per Container (estimated contract ends 3/4/24)									10,500						
<b>2023 budget</b>															
180 @ \$175.00 per Container									31,500						
35 - 357	Contract Svcs Waste - Hauling Recycle Recycle Hauling 50-25-30	7,000	7,021	7,000	10,500	15,225	5,775	8,225	11,100	11,100				11,100	
36 @ \$175.00 per Container									6,300						
16 @ \$300.00 per Container (estimated contract ends 3/4/24)									4,800						
<b>2023 budget</b>															
47 @ \$175.00 per Container									8,225						
35 - 359	Contract Svcs Waste - Hauling Metal NEW						7,175		10,500	10,500				10,500	
30 @ \$175.00 per Container									5,250						
15 @ \$300.00 per Container (estimated contract ends 3/4/24)									4,500						
Other Misc Hauling (i.e. Berwick Iron & Metals) 5 trips									750						
35 - 358	Contract Svcs Waste - Hauling Waste Oil Waste Oil Hauling 50-25-05	1,000	1,569	1,000	2,050	2,000	2,308	2,300	2,500	2,500				2,500	
FY 2021 \$2,051 FY 2022 \$2,308									2,500						
<b>2023 budget</b>															
FY 2021 \$2,051 FY 2022 YTD 4/6 \$1,856									2,300						

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote	
40 - 450	Repairs & Maint - Equipment															
	50-25-22	300	3,533	3,000	4,189	9,100	5,147	8,100	13,330	13,330				13,330		
	Loader Backhoe Maintenance & misc parts								3,500							
	CIA Salvage Greases & repairs containers each year								5,000							
	Remaining additional electronic needs								1,000							
	Compactor Maintenance (current year charge was \$3483) 10% increase								3,830							
	<b>2023 budget</b>															
	Loader Backhoe Maintenance								3,500							
	CIA Salvage Greases & repairs containers each year								3,600							
	Remaining additional electronic needs								1,000							
50 - 570	Utilities - FUEL															
	NEW	0	0	0	0	0		0	2,880	2,880				2,880		
	Backhoe (avg 40 gals a month) @ \$6.00								2,880							
50 - 580	Utilities - Communications															
	50-25-15	700	884	700	1,562	3,250	2,077	3,500	4,000	4,000				4,000		
	Phone & Internet								4,000							
60 - 610	Supplies - Supplies															
	Stickers	50-25-09	600	641	700	0	700	675								
	Office Supplies	50-25-19	750	504	750	392	750	1,114								
	Total		1,350	1,145	1,450	392	1,450		750	750				750		
	Stickers (see Department 110)															
	Office Supplies								750							
	<b>2023 budget</b>															
	Stickers								700							
	Office Supplies								750							
60 - 690	Supplies - Personal Protective Gear															
	50-25-36	1,000	99	1,000	0	1,000	1,357	1,500	3,000	3,000				3,000		
	Jackets, Gloves, Shirts, etc.								3,000							
90 - 920	Other - State Fee's															
	50-25-17	450	767	450	479	450	499	500	500	500				500		
									500							
90 - 930	Other - Health & Wellness	500														
	50-25-37	500	388	500	0	500	70	500	500	500				500		
									500							
<b>Dept: 150 - TRANSFER STATION TOTAL</b>						<b>303,141</b>	<b>230,416</b>	<b>305,772</b>	<b>335,340</b>	<b>335,340</b>	<b>335,340</b>	<b>Jessica/John 4-0-0</b>	<b>29,568</b>	<b>9.67%</b>	<b>335,340 5-0-0</b>	<b>Dave/Michelle</b>

**Dept: 161 - PARKS & REC**

21 - Recreation

40 - 450	Repairs & Maint - Equipment Repairs														
						0		900	950	950				950	
	Rink Liner								650						
	Ice Rink Parts								300						
	<b>2023 budget</b>														
	Rink Liner								600						
	Ice Rink Parts								300						

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
50 - 570	Utilities - FUEL														
	NEW	0	0	0	0	0		0	100	100				100	
	Snowblower donated for use for the skating season														
									100						
80 - 810	Advert, Print, Forms - Advertising														
	80-32-23	700	488	700	0	500		500	200	200				200	
									200						
90 - 940	Other - Rec Programs														
	80-32-18	4,000	1,087	4,000	1,381	4,000	3,089	6,860	6,860	6,860				6,860	
	Snow Shoeing/Hike														
	Snowman Making														
	St. Patrick's Day Activity to go														
	Lean to plant seedlings														
	Easter Egg Hunt (or take home)														
	Memorial Day Parade														
	Memorial Day Weekend Hike														
	Fairy House Building														
	Kit flying and making														
	Vitrual 5K														
	Paddle Boarding														
	Less Fee's paid by users														
	STEM Program														
	Less Fee's paid by users														
	Summer Hiking														
	Fall Tea Party														
	Pumpkin Decorating														
	Thanksgiving Craft														
	Visit with Santa, craft, tree lighting														
	Pottery & Arts														
	Ice Skating														
	Concert in the Park														
	Other programs														
	TOTAL														
									6,860						

**2023 budget**

Snow Shoeing/Hike	25
Snowman Making	25
St. Patrick's Day Activity to go	200
Lean to plant seedlings	200
Easter Egg Hunt (or take home)	500
Memorial Day Parade	500
Memorial Day Weekend Hike	5
Fairy House Building	100
Kit flying and making	200
Vitrual 5K	
Paddle Boarding	1,600
Less Fee's paid by users	(1,200)
STEM Program	300
Less Fee's paid by users	(200)
Summer Hiking	5
Fall Tea Party	200
Pumpkin Decorating	250
Thanksgiving Craft	200
Visit with Santa, craft, tree lighting	550
Pottery & Arts	
Ice Skating	500
Concert in the Park	1,500
Other programs	1,400

90 - 999	Other - Misc								250	250				250	
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**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote	
80-32-04	300	76	100	303	1,825	1,102	250								
Misc Items needed (i.e. snowshovels)								250							
<b>22 - Bunganut</b>															
50 - 580								600	600				600		
80-30-10	450	1,171	850	673	1,275	451	4,800								
Phone								600							
<b>Dept: 161 - PARKS &amp; REC TOTAL</b>					<b>7,600</b>	<b>4,642</b>	<b>13,310</b>	<b>8,960</b>	<b>8,960</b>	<b>8,960</b>	<b>Jessica/John 4-0-0</b>	<b>(4,350)</b>	<b>-32.68%</b>	<b>8,960 5-0-0</b>	<b>Dave/Michelle</b>
<b>Dept: 171 - RESERVES EQUIPMENT</b>															
<b>99 - Not Specified</b>															
95 - 970								10,000	10,000	John/Jessica 4-0-0			10,000	4-1-0	Michelle/Dave
	Reserves - Town Reserves														
	Computer	10-90-01	5,000	0	5,000	5,000	15,000	15,000	10,000						
								10,000							
Current Balance 4/12/23								10,528							
<b>NEW</b>															
	Reserves - Transfer Station							0	0				0		
	Compactors														
Compactors are about \$20,000 each ZERO as projected rev move for FY23 is \$43K								0							
Current Balance 4/12/23								0							
<b>Dept: 173 - RESERVES BUILDING</b>															
<b>99 - Not Specified</b>															
95 - 970								10,000	10,000	Jessica/John 4-0-0			10,000	5-0-0	Michelle/Amber
	Reserves - Town Reserves														
	Town Hall	10-90-03	5,000	62,779	5,000	5,000	10,000	10,000	10,000						
								10,000							
Current Balance 4/12/23								23,156							
<b>Dept: 175 - RESERVES CONTRACT SERVICES</b>															
<b>99 - Not Specified</b>															
95 - 970								18,674	18,674	Jessica/Dave 4-0-0			18,674	5-0-0	Michelle/Dave
	Reserves - Town Reserves														
	Revaluation	10-90-11	50,000	94,966	5,000	5,000	21,668	21,668	18,688						
Estimated at \$200,000: Year 4 of 10								18,674							
Current Balance 4/12/23								69,387							
<b>Dept: - RESERVES SO WATERBORO RD</b>															
<b>99 - Not Specified</b>															
95 - 970								50,000	50,000	Dave/John 4-0-0			50,000	4-1-00	Michelle/Amber
	Reserves - Town Reserves														
								50,000							
Current Balance 4/12/23								50,480							
<b>Dept: 177 - RESERVES MISC</b>															
<b>99 - Not Specified</b>															
95 - 970								32,715	32,715						
	Reserves - Town Reserves														
	Capital Improve	10-90-02	15,000	0	15,000	15,000	15,000	15,000	15,000						
	Resident Disaster Relief	10-90-21	0	0	0	0	5,000	5,000	5,000						
	Kennebunk Pond	10-90-25	0	0	0	0	10,000	10,000	1,000						
	Fire Hydrants	10-90-14	1,500	1,500	0	0	4,000	4,000	4,000						

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Benefits							7,715							
Charter Commission							1,000							
<b>Total</b>	<b>16,500</b>	<b>1,500</b>	<b>15,000</b>	<b>15,000</b>	<b>34,000</b>									

Capital Improvement	Current Bal 4/12/23 \$106,940						15,000			Dave/Jessica 4-0-0			15,000	<b>5-0-0</b>	<b>Michelle/Brad</b>
Resident Disaster Relief	Current Bal 4/12/23 \$7,400						5,000			Dave/Jessica 4-0-0			5,000	<b>5-0-0</b>	<b>Dave/Brad</b>
Kennebunk Pond	Current Bal 4/12/23 \$4,422						0						0		
Fire Hydrants	Current Bal 4/12/23 \$16,530						4,000			Dave/Jessica 4-0-0			4,000	<b>5-0-0</b>	<b>Amber/Dave</b>
Benefits Reserve	Current Bal 4/12/23 \$7,728						7,715			John/Dave 4-0-0			7,715	<b>5-0-0</b>	<b>Michelle/Amber</b>
Health	30,000.00														
Dental	575.00														
Mpers	8,000.00														
5 Year	7,715.00														
CHARTER COMMISSION -	Current Bal 4/12/23 \$1,002						1,000			Jessica/Dave 4-0-0			1,000	<b>4-1-0</b>	<b>Amber/Brad</b>

**Dept: 179 - RESERVES GMFR**

91 - GMFR

95 - 978 Reserves - GMFR Reserves																
Vehicle	10-90-10	40,000	47,793	40,000	40,000	50,000	50,000									
Facility	10-90-12	16,000	6,000	0	0	16,000	16,000									
Building	10-90-13	0	0	0	0	14,000	14,000									
<b>Total</b>		<b>56,000</b>	<b>53,793</b>	<b>40,000</b>	<b>40,000</b>	<b>80,000</b>	<b>80,000</b>									

Vehicle							60,000			Jessica/Dave 4-0-0			60,000	<b>5-0-0</b>	<b>Michelle/Brad</b>
Facility							16,000			Jessica/Dave 4-0-0			16,000	<b>5-0-0</b>	<b>Michelle/Brad</b>
Building							14,000			Jessica/Dave 4-0-0			14,000	<b>5-0-0</b>	<b>Michelle/Brad</b>

**Dept: 171 THRU 179 - RESERVES TOTAL**

**160,668    160,668    161,403    211,389    211,389    211,389    49,986    30.97%    211,389**

**Dept: 181 - OUTSOURCED GEN ADMIN**

11 - Town Hall

33 - 310 Contract Svcs Prof - Professional Svcs																
Tax Maps	10-14-04	0	0	4,000	3,750	4,000	3,800									
Assessing	10-35-35	0	0	0	16,738	70,000	14,896									
CEO	10-35-37	0	0	0	0	0	1,442									
<b>Total</b>		<b>0</b>	<b>0</b>	<b>4,000</b>	<b>20,488</b>	<b>74,000</b>	<b>56,500</b>									

TBD : Additional I/T Services							29,000									
James Thomas GIS Solutions							4,500									
Tony Vigue - assisting with franchise agreement with Spectrum							1,000									
Murphy Appraisal Assessing services							20,000									

**2023 budget**

Assessing (assistant assessor requested)							25,000									
CEO Requested							2,000									
Bean Data : Additional Services							25,000									
James Thomas GIS Solutions							4,500									

33 - 320 Contract Svcs Prof - Legal Svcs																
	10-35-14	15,000	4,693	15,000	16,671	10,000	21,348	32,700								

Town Business							15,000									
Legal Services Assessing							2,000									
Legal Services FOAA and Land Use							10,000									
Legal Services for ZBA hearings							700									
Legal Services Planning Board							5,000									
Legal Services Ordinance Review Committee							1,500									

**2023 budget**

Town Business							15,000									
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**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
	Legal Services Assessing						2,000								
	Legal Services FOAA and Land Use						10,000								
	Legal Services for ZBA hearings						700								
	Legal Services Planning Board						5,000								
33 - 323	Contract Svcs Prof - Audit Svcs														
	10-35-24	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500				5,500	
	Contractual through FYE 2023								5,500						
	Contractual through FYE 2023								5,500						
90 - 981	Other HR Job Study														
						5,000	5,000	5,000	0	0					
90 - 982	Other TH Feasibility														
						10,000	370	9,631	0	0					
15 - Cemeteries															
37 - 399	Contract Svcs Outsourced - Other														
	10-38-02	5,000	6,907	7,200	7,200	9,500	9,500	71,500	8,500	8,500				8,500	
	General Expenses: Flags, Equipment Maint, chains etc.								3,500						
	20 Revolutionary War Veteran Markers								5,000						
	<b>2023 budget</b>														
	General Expenses: Flags, Equipment Maint, chains etc.								4,500						
	Tree Removal								7,000						
17 - Planning															
33 - 310	Contract Svcs Prof - Professional Svcs														
	10-35-36	0	0	0	0	500	0	500	500	500				500	
									500						
22 - Bunganut															
33 - 310	Contract Svcs Prof - Professional Svcs														
	N/A	0	0	0	0	0	0	0	0	0				0	
	<b>2023 budget</b>														
	BEACH: I/T Installation of new equipment								1,500						
	BALLFIELD: I/T Installation of new equipment								1,500						
37 - 399	Contract Svcs Outsourced - Other														
	80-30-25	35,000	35,000	37,000	36,000	37,000	37,000	41,000	41,000	41,000				41,000	
	Contractual Agreement with Sanford / Springvale Y (year 2 of 3)								41,000						
31 - Transfer Station															
33 - 310	Contract Svcs Prof - Professional Svcs														
	N/A	0	0	0	0	0	0	0	0	0					

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
<b>2023 budget</b>														
I/T Installation of new equipment							1,500							
51 - Roads														
33 - 310 Contract Svcs Prof - Professional Svcs														
N/A	0	0	0	0	0	0	0	0	0					
<b>2023 budget</b>														
I/T Installation of new equipment @ Salt Shed							1,500							
11 - Town Hall														
33 - 310 Contract Svcs Prof - Professional Svcs														
HR Job Study 10-35-38	0	0	0	0	5,000	0		50,000	50,000				50,000	
Town Hall Feasibility 10-35-39	0	0	0	0	10,000	370								
Air Quality and Filtration Study	0	0	0	0	0	0								
Total	0	0	0	0	15,000	0								
Town Hall Next Phase								50,000						

**Dept: 181 OUTSOURCED GEN ADMIN**

**181,500 99,225 165,831 194,200 194,200 194,200 John/Jessica 4-0-0 28,370 17.11% 194,200 5-0-0 Michelle/Amber**

**Dept: 185 - OUTSOURCED OTHER**

95 - Library														
37 - 399 Contract Svcs Outsourced - Other														
45-10-35	110,853	110,853	115,273	115,273	120,942	120,942	128,678	141,270	141,270				141,270	

PROGRAMMING ACCOUNTS:														141,270
Books, CD's etc.														
Magazines														
Programs for Children, Students & Adults														
Subscriptions (E-Books/Card Catalog/ILL/etc.)														
TOTAL PROGRAMMING ACCOUNTS:			\$14,750											
OPERATIONAL ACCOUNTS:														
Contracted Cleaning Services														
Janitorial Supplies														
Library Materials & Supplies														
Building Maintenance & Repaires														
Equipment Maintenance, Upkeep & Repairs														
Telephone														
Electricity														
HVAC/Propane														
Yard Car/Lawn/Snow Removal & Sanding														
Rubbish & Book Removal														
Postage & Mailing Expenses														
Promotional/Advertising Printing Costs														
Computer Equipment/Hardware														
Computer Software/Updates														
Accountant/Legal/Tax Filing/etc. Costs														
Librarian Professional Assoc. Dues														
Insurances for Building/Liability/D&O/Others														
Miscellaneous Expenses														
TOTAL OPERATIONAL EXPENSES:			\$26,910											
SALARIES/BENEFITS ACCOUNTS:														
Salaries/Hourly Wages for All Employees														



**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
Fed & State Taxes														
MMA Health Insurance														
Workers' Comp. Insurance														
MMA Annual Dues														
<b>TOTAL SALARIES/BENEFITS ACCOUNTS:</b>			\$99,210											
<b>CAPITAL IMPROVEMENT ACCOUNT:</b>			\$400											

**2023 budget**

<b>PROGRAMMING ACCOUNTS:</b>			
Books, CD's etc.			8,000
Magazines			150
Programs for Children, Students & Adults			2,400
Subscriptions (E-Books/Card Catalog/LL/etc.)			2,900
<b>TOTAL PROGRAMMING ACCOUNTS:</b>	\$13,450		
<b>OPERATIONAL ACCOUNTS:</b>			
Contracted Cleaning Services			4,400
Janitorial Supplies			450
Library Materials & Supplies			1,800
Building Maintenance & Repairs			500
Equipment Maintenance, Upkeep & Repairs			1,495
Telephone			500
Electricity			3,750
HVAC/Propane			3,700
Yard Care/Lawn/Snow Removal & Sanding			2,200
Rubbish & Book Removal			170
Postage & Mailing Expenses			125
Promotional/Advertising/Printing Costs			50
Computer Equipment/Hardware			450
Computer Software/Updates			350
Accountant/Legal/Tax Filing/etc. Costs			700
Librarian Professional Assoc. Dues			500
Insurances for Building/Liability/Dis/Others			4,820
Miscellaneous Expenses			200
<b>TOTAL OPERATIONAL EXPENSES:</b>	\$26,160		
<b>SALARIES/BENEFITS ACCOUNTS:</b>			
Salaries/Hourly Wages for All Employees			69,228
Taxes (Payroll/SSI/Unemployment/etc.)			6,349
MMA Health Insurance			11,488
Workers' Comp. Insurance			353
MMA Annual Dues			650
<b>TOTAL SALARIES/BENEFITS ACCOUNTS:</b>	\$88,379		
<b>CAPITAL IMPROVEMENT ACCOUNT:</b>	\$400		400

99 - Not Specified

90 - 999

Contract Svcs Outsourced - Other	N/A	0	0	0	0	0	5,000	5,000	5,000	5,000
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Lyman Historical Society							5,000			
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99 - Not Specified

37 - 399

Contract Svcs Outsourced - Other	PSAP 10-35-20	32,580	32,580	35,838	35,838	38,010	38,010	39,594	44,119	44,119	44,119
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PSAP: Contractual (\$9.75 per capita EST) @ 4525								44,119		
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2023	8.75	0.35
2022	8.40	0.48
2021	7.92	0.72
2020	7.20	0.24
2019	6.96	0.24
2018	6.72	

**2023 budget**

PSAP: Contractual (\$8.75 per capita) @ 4525							39,594
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**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote	
<b>Dept: 185 - OUTSOURCED OTHER</b>						<b>158,952</b>	<b>158,952</b>	<b>173,272</b>	<b>190,389</b>	<b>190,389</b>	<b>190,389</b>	<b>Jessica/Dave 4-0-0</b>	<b>17,117</b>	<b>9.88%</b>	<b>190,389 4-0-1</b>	<b>Michelle/Brad</b>

**Dept: 186 - OUTSOURCED GMFR**

91 - GMFR

37 - 391	Contract Svcs Outsourced - GMFR Personnel 35-35-03	244,915	244,903	316,153	316,153	372,705	372,705	384,804	435,968	435,968		435,968
									435,968			
37 - 392	Contract Svcs Outsourced - GMFR Contract 35-35-02	150,957	150,957	160,579	160,579	162,542	162,542	177,246	194,223	194,223		194,223
									194,223			

<b>Dept: 186 - OUTSOURCED GMFR</b>						<b>535,247</b>	<b>535,247</b>	<b>562,050</b>	<b>630,190</b>	<b>630,190</b>	<b>630,191</b>	<b>Jessica/Dave 4-0-0</b>	<b>68,141</b>	<b>12.12%</b>	<b>630,191 5-0-0</b>	<b>Michelle/Brad</b>
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**Dept: 191 - OTHER CIP**

11 - Town Hall

70 - 710	Equipment - Computer Equipment 10-10-08	0	0	0	0	33,674	47,910	3,975	23,530	23,530		23,530
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On-line Payment processing	2,300
Mapping GIS program	
Setup	3,000
Hosting	3,000
Email address through the website (\$7 per person per month)	
15 Paid staff no email address: recommending 20	1,680
37 Unpaid staff no email address:	
Assessor Laptop Replacement	1,550
Selectboard Clerk Laptop Replacement	1,550
TRIO Server Replacement (purchased 9/2018. Dell support will expire on the machine Oct 2023)	4,250
Selectmen Laptop Replacement	1,550
Selectmen Laptop Replacement	1,550
Selectmen Laptop Replacement	1,550
CEO Laptop Replacement	1,550
Incidentals (broken computer etc) emergencies	0

**2023 budget**

TRIO - Real Estate Sketching	2,200
TRIO - Payport (credit card processing)	1,375
Card Readers	400
Current Charge: \$0 - \$114 \$3.00 flat rate	
Over \$114 2.65%	
Payport: 2.65%	

70 - 730	Equipment - Office Equipment 10-10-24	1,500	2,041	1,500	1,480	9,100	18,892	12,275	1,595	1,595		1,595
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Replace two Kyocera printers in the front office (they are currently 7 years old and parts are becoming scarce)	1,595

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote
<b>2023 budget</b>															
	Chair for Admin Assist Tax Office							275							
	Replace 1 Desks							1,000							
	Replace Copier							9,500							
	Printer front office							1,500							
70 - 790	Equipment - Other	N/A	0	0	0	0	0	3,720	5,410	5,410				5,410	
	Meeting Room (i.e. State flag, framing, paint etc)							3,000							
	Intall camera's in the vault (i.e. stolen ballots from 2010/2011)							1,960							
	Map Racks (2)							450							
<b>2023 budget</b>															
	Podium for meeting room							450							
	2 Fire-extinguishers for Town Hall							270							
	Complete LD Sign Enclosure							3,000							
21 - Recreation															
70 - 790	Equipment - Other	80-32-15	6,000	3,447	6,000	3,332	8,000	7,818	0	900	900			900	
	Poison Ivy mitigation Chadbourne								900						
22 - Bunganut															
70 - 710	Equipment - Computer Equipment	N/A	0	0	0	0	0	0	0	0				0	
70 - 790	Equipment - Other	80-30-15	1,000	2,397	1,000	0	23,900	4,400	0	0	0			0	
90 - 999	Other - Other	80-30-15	1,000	2,397	1,000	0	23,900	4,400	0	5,000	5,000			5,000	
	Trees maintenance								3,000						
	Picnic Tables (7) replace from Storm								2,000						
31 - Transfer Station															
70 - 710	Equipment - Computer Equipment	N/A	0	0	0	0	0	0	0	0				0	
70 - 790	Equipment - Other	N/A	0	0	0	0	0	300	7,900	7,900				7,900	
	Camera (no one knows where it is) the septic, pump septic, & add riser								1,500						
	Slab under Recycle Compactor to be replaced								6,000						
	Tools								400						

51 - Roads

**TOWN OF LYMAN  
BUDGET FOR FY 2024**

AS OF: April 24, 2023

	Prior Acct Number	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Requested	2024 Board	Board Vote	Increase (Decrease)	Percent	2024 Budget Comm	Budg Comm Vote	
70 - 710	Equipment - Computer Equipment N/A	0	0	0	0	0		0	0	0						
70 - 790	Equipment - Other N/A	0	0	0	0	0		0	0	0						
<b>Dept: 191 - OTHER CIP</b>						<b>98,574</b>	<b>83,419</b>	<b>20,270</b>	<b>44,335</b>	<b>44,335</b>	<b>44,335</b>	<b>Jessica/Dave 4-0-0</b>	<b>24,065</b>	<b>118.72%</b>	<b>44,335 5-0-0</b>	<b>Dave/Amber</b>
TOTAL						3,572,263	3,100,813	3,965,116	4,366,001	4,366,001	4,366,001	<u>400,885</u>	<u>10.11%</u>	4,366,001		

# ITEM #3: (a.) Minutes

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

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

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

None

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

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

**Carol Baker-Roux** – States to the board her concerns regarding the personnel salaries budget. She was disappointed in the board’s decision to consolidate salaries to come up with a Town Managers salary. She would have rather the board put the salary options to the voters instead.

**Don Hernon** – States he is asking the select board to vote on the planning board ordinance amendment proposed for contract zoning. The planning board would like the select board to put this amendment on the town warrant for the Annual Town meeting in June. The amendment covers some changes to contract zoning, primarily removing the language “but not limited to” to avoid the perception that anything can be allowed under contract zoning and rather focuses on uses that are allowed in other areas of the town or provide an overall benefit to the Town.

- b. *Mail ZBA letter (Tabled from last meeting)* Letter reviewed in agenda packet.  
c. *Complaints*
- *John Mead – (Tabled from last meeting)* Letter reviewed

**ITEM #3**      **MINUTES**

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

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

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

- a. *Payroll Warrant #46 in the amount of \$25,162.92*

**John Tibbetts** – **Motions to approve. David Alves seconds the motion. Motion passes: 4-0-0**

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

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

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

- a. *ARPA funding – Scope of work for RFPs due May 1<sup>st</sup>. Discuss putting RFPs out to bid*

**Ralph Blackington** – Asks the board if there is anything that may need more urgent work to be completed before they determine a date to open the bids.

**David Alves** – States most of the work for the lakeside will probably have to get done later in the season given the scope of work. But otherwise, the Park can be opened and operated in May. The board discusses scheduling opening the bids and agrees on June 5<sup>th</sup> at their regular meeting. The board also discusses coordinating site walks for bidders.

- b. *Planning Board – Request for Ordinance Amendment for Town Vote (Tabled from last meeting)*

**David Alves** – States in the past, ordinances had been passed without taking into consideration of citizen participation. He would like to see the process with the Ordinance Review Committee be utilized to get as much voter participation as possible before changing ordinances. He would rather see changes go to voters in November where there is a higher turn out of voters rather than annual town meeting which has a lower turn out. The revised charter outlines a process for ordinance

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

amendments to help support more awareness of these changes before voters. The contract zoning language has been brought to Town Council and MMA for review and both parties told the Town this was a non-emergent amendment, and the Town did not need to take immediate action to make the changes. He asks the Code Enforcement Office for their opinion of the contract zoning.

**Brenda Charland** – States in the way the ordinance is written now she doesn't believe there is any danger of creating a problem. The current zoning ordinance for contract zoning requires approval from both the Planning Board and the Select Board, which gives two bodies of protection for the Town. She's aware there has been a lot of discussion regarding contract zoning across the state. She can see a potential issue with contract zoning in that it weakens your zoning ordinances by allowing something that normally would not be allowed. Things can happen that aren't well defined because it is so subjective. She would recommend meeting with the Ordinance Review Committee if this were something they would review.

**Jessica Picard** – **Makes a motion to place the contract zoning amendment warrant proposal submitted by the planning board to the warrant for June 2023 Town Meeting.**

**John Tibbetts** – **Seconds the motion.**

**Jessica Picard** – **States the planning board has been tasked with this for over a year and she feels okay with putting this in front of the people at Town Meeting.**

**Ralph Blackington** – **States he agrees with the Code Enforcements Officers point of view.**

**Motion fails: 2-2 (Jessica Picard, John Tibbetts in favor; David Alves, Ralph Blackington opposed)**

- c. [Stagecoach Road, discussion from last meeting, no further updates waiting on Town Attorney.](#)

**Lindsay Gagne** – States there has been an update recently. Town Council reviewed this issue earlier this afternoon. They advised because there is evidence from the Town Warrant in 1921 that discontinues this road, and pursuant to state statute that prior to 1965 an easement does not get automatically retained, this road was abandoned with no easement. The interest reverts automatically to the abutters, there are no deeds necessary to claim ownership of the land to the centerline. Although this may make for a civil issue between some property owners, it was done during a time it was legal to do so and the property owners would have to come to some sort of an agreement to reconcile passage.

**Brenda Charland** – States she has been approached by property owners requesting building permits and would like to have some guidance or clarification on how to deal with these requests. She requests a second opinion from a land use attorney.

**David Alves** – **Makes a motion to get a second opinion of a land use attorney**

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

**Jessica Picard** – **Makes a motion to take Item #5, (f) out of order.**

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

- f. [YMCA contract revisions, updates and park management rules, review and approve](#)

**Lindsay Gagne** – Explains Town Council and the insurance underwriters both reviewed the language originally added by the YMCA regarding liability. They both agreed the language in there was okay to use but asked to change "additionally named insured" to "additionally insured". Also included is a draft of Park Management Rules and some options for a fee structure, which the board will need to decide what they want to charge for park use. It may make sense to focus more on collecting data for this season in efforts to gain a better perspective of how the park performs.

**Andy Orazio** – States he can work with the board and make adjustments for any sort of tracking the board prefers.

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

**Jessica Picard** – Suggests keeping the fees per car for simplicity and increasing the seasonal pass. She agrees with focusing efforts to collect data.

**Andy Orazio** – Asks if the park passes are transferable to others in the same household.

**Jessica Picard** – States the gate attendant could handle this case by case. If they know the address of the passholder is the same but they come in a different car we could verify it's the right household. There is some discussion with the board, and they agree to a fee of \$20 per car and \$100 per seasonal pass for non-residents. Weekly will remain at \$50. Senior Citizen will remain at \$10 per car between 4p-7p and Pines Rentals will remain at \$250 per day.

**Jessica Picard** – **Makes a motion to approve the Management agreement as outlined by Town Council and Park Management rules with the updated fee structure.**

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

- d. [IT Committee – approve a statement of purpose. \(Tabled from last meeting\)](#)

**Jessica Picard** – **Motions to approve the project statement for IT Committee and Bunganut Committee**

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

- e. [Bunganut Committee – approve statement of purpose. \(Tabled from last meeting\)](#)

Motioned to approve above (d.)

- ~~f. [YMCA contract revisions, updates and park management rules, review and approve](#)~~

~~Move out of order and discussed above.~~

- g. [Dumpster for Bunganut Park – review/approve quotes for services](#)

**Jessica Picard** – Asks if the dumpster should be on a concrete pad.

**Ralph Blackington** – States he has been told by other waste management companies it is okay to place anywhere.

**Jessica Picard** – **Makes a motion to go with CIA Salvage for the seasonal dumpster rental at Bunganut.**

**John Tibbetts** – **Seconds the motion.**

**David Alves** – Asks how CIA has been doing.

**John Tibbetts** – States he hasn't heard of any issues recently.

**Jessica Picard** – **Verifies the dumpster can be locked to ensure it's not being used other than for park use.**

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

- h. [RFP – Architect Engineer Services – discuss next steps](#)

**David Alves** – Suggests talking to the low bidder, maybe inviting them to a meeting. Perhaps they can review with the board their insights of the scope and plan and what we're not seeing that could be addressed.

**Jessica Picard** – Suggests checking the references they provided.

After board discussion, a workshop is scheduled for May 16<sup>th</sup>, 2023 at 6:00pm

- i. [RFP – IT Remote Managed Services – discuss next steps](#)

**Lindsay Gagne** – Explains there were eight RFPs submitted. Two companies are based out of Maine, the other six are based out of other states. The companies out of state covered the services in the scope of work in the RFP, however there was no detailed information how these companies would facilitate in-house support, such as, if it would be through a third party or another branch office.

There are some details pertaining to charges for in-house support and additional services. Some are hourly rates; some are charges per day. Bean data offers block time and proposed an all inclusive price. The block time includes in-house support and additional hours for services. We bought 240 hours from the current contract with Bean Data and historically use approximately 220 hours a year. Burgess Technology out of Bath offers a base fee for the scope of services in the RFP then there are

Town of Lyman  
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additional charges per hour for in-house supports and consultations. The board may want to look at how many hours we know we've used with Bean Data to help figure what those additional services might cost us with Burgess Technologies.

**Jessica Picard – Motions to table this item until next meeting to continue reviewing the information.**

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

**ITEM #6**

**DEPARTMENT AND COMMITTEE REPORTS**

- a. Road Commissioner – none
- b. Fire Chief – none
- c. Tax Clerk – none
- d. CEO – none
- e. Treasurer – Expense Report 4/27/2023 – reviewed in agenda packet.
- f. Town Hall Expansion Committee – none
- g. Other -

**ITEM #7**

**NEW BUSINESS**

- a. Board approval for deputy clerk access to vault.

**Jessica Picard – Motions to give deputy clerk Holli Hutchins access to the vault.**

**John Tibbets – Seconds the motion.**

**Ralph Blackington – Asks if she should she use the lock box, or we issue a key**

**Jessica Picard – Agrees to streamline and use the lock box. She will have a vault code**

**Motion Passes: 4-0-0**

- b. Review and approve Warrant for Annual Town Meeting June 15<sup>th</sup>, 2023

**Jessica Picard – Makes a motion to approve the warrant for annual town meeting June 15<sup>th</sup>, 2023**

**John Tibbetts – Seconds the motion.**

**Brenda Charland – Asks if the board will add the amended zoning map.**

**Lindsay Gagne – States the board can add the zoning map by May 15<sup>th</sup> if they want to add any changes to the warrant.**

**Brian Dulong – Asks if the snowmobile registration article is in the warrant. It's verified it is.**

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

- c. Appointment, review/approve committee application for Bunganut Committee

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

**Jessica Picard – Suggests since the Bunganut Committee and IT committee now have a general purpose we should try to recruit more volunteers on both of these committees. The board agrees to table both committees.**

- d. Appointment, review/approve committee application for IT Committee

•William Single •Michelle Felicitti •Nigel Sampson

Tabled to recruit more volunteers, see above.

- e. Appointment, review/approve committee application for Parks & Recs Committee

•Jonna Johnson •Clair Campbell

**Jessica Picard – Motions to appoint Donna Johnston and Claire Campbell to the Parks and Recs Committee**

**David Alves – Seconds the motion. Motion passes: 3-0-1 (John Tibbetts away from meeting)**

- f. Appointment, review/approve committee application for Comprehensive Plan Committee

•Don Heron •John Tibbetts

The board discusses tabling this until we can get more volunteers to apply for the committee.



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g. [Appointment, review/approve committee application for Ordinance Review Committee](#)

•Don Heron • John Tibbetts

**Jessica Picard** – Asks if there is a member not attending the ORC if the ORC has one or more seats open.

**Lindsay Gagne** – States there is one seat open that we know of and if the ORC wants to address other members' attendance they may want to come to the Select Board to discuss the issue.

**John Tibbetts** – States he is rescinding his application from both the comprehensive plan committee and Ordinance Review Committee.

**Jessica Picard** – **Makes a motion to appoint David Dulong to the Ordinance Review Committee**

**John Tibbetts** – **Seconds the motion. Motion passes: 3-1-0 (Ralph Blackington, Jessica Picard, John Tibbetts in favor; David Alves opposed)**

**EXECUTIVE SESSION**

**OTHER**

**ADJOURN**

**Jessica Picard** – **Makes a motion to adjourn. 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 May 1<sup>st</sup>, 2023

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

# ITEM #4: (a) Pay Roll Warrant

## Payroll Check Register

Check	D / D	Check	Amount	Date	Employee
<b>Employee Checks</b>					
1	1,425.94	0.00	1,425.94	05/17/23	79 SUSAN J BELLEROSE
2	113.68	0.00	113.68	05/17/23	032 DANA A CARTER
3	1,896.08	0.00	1,896.08	05/17/23	029 BRENDA D CHARLAND
4	1,373.01	0.00	1,373.01	05/17/23	028 LINDSAY GAGNE
5	1,852.72	0.00	1,852.72	05/17/23	016 LAURIE L GONSKA
6	300.65	0.00	300.65	05/17/23	05 SHIRLEY A HARRISON
7	256.42	0.00	256.42	05/17/23	007 THOMAS M HOLLAND
8	1,338.78	0.00	1,338.78	05/17/23	019 HOLLI L HUTCHINS
9	1,521.44	0.00	1,521.44	05/17/23	015 JEANETTE E LEMAY
10	780.60	0.00	780.60	05/17/23	036 JULIE LEMIEUX
11	1,076.94	0.00	1,076.94	05/17/23	041 RANDALL L MURRAY
12	839.78	0.00	839.78	05/17/23	005 BRADLEY J NIKEL
13	334.46	0.00	334.46	05/17/23	19 BRIAN D. RACICOT
14	511.75	0.00	511.75	05/17/23	002 DAVID W RILEY
15	89.56	0.00	89.56	05/17/23	020 DAVID H SANTORA
16	203.24	0.00	203.24	05/17/23	40 RAYMOND J VALLIERE
17	1,516.77	0.00	1,516.77	05/17/23	76 PAULINE F WEISS
<b>Total</b>	<b>15,431.82</b>	<b>0.00</b>	<b>15,431.82</b>		

<b>Direct Deposit Checks</b>					
18	0.00	15,431.82	15,431.82	05/17/23	D / D 1 BIDDEFORD SAVINGS BANK
<b>Total</b>	<b>0.00</b>	<b>15,431.82</b>	<b>15,431.82</b>		

<b>Trust &amp; Agency Checks</b>					
19	0.00	5,411.04	5,411.04	05/17/23	T & A 1 I.R.S.
20	0.00	1,031.96	1,031.96	05/17/23	T & A 3 ICMA
21	0.00	1,014.95	1,014.95	05/17/23	T & A 2 MAINE REVENUE SERVICES
22	0.00	1,180.32	1,180.32	05/17/23	T & A 9 MPERS
<b>Total</b>	<b>0.00</b>	<b>8,638.27</b>	<b>8,638.27</b>		

<b>Summary</b>			
Checks:	Regular	0.00	17
	D / D	15,431.82	1
	Employee	15,431.82	
	T & A	8,638.27	4
	Voided		0
<b>Total</b>		<b>24,070.09</b>	<b>22</b>



# ITEM #4: (b.) AP Warrant

Lyman  
8:20 AM

## A / P Check Register

Bank: BIDDEFORD SAVINGS

05/11/2023  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	9744	12,708.04	04/28/23	48	0569 SECRETARY OF STATE
P	9745	25,260.45	05/09/23	48	0569 SECRETARY OF STATE
R	9746	1,025.00	05/16/23	48	0262 ATLAS FAMILY FUNERAL HOMES INC
R	9747	1,850.00	05/16/23	48	0263 BEAULIEU LOGGING
R	9748	717.50	05/16/23	48	1046 BOURQUE & CLEGG LLC
R	9749	4,050.00	05/16/23	48	0335 C.I.A. SALVAGE INC
R	9750	32.00	05/16/23	48	0994 CINTAS CORPORATION- # 758
R	9751	3,560.00	05/16/23	48	0133 DAVID W. RILEY
R	9752	4,788.00	05/16/23	48	0248 DAYTON SNOW FIGHTERS INC.
R	9753	12,645.45	05/16/23	48	0500 ECOMAINE
R	9754	367.69	05/16/23	48	0179 ELECTION SYSTEMS & SOFTWARE, INC
R	9755	1,000.00	05/16/23	48	0152 ELECTRICAL CONTROLS OF MAINE
R	9756	49.59	05/16/23	48	0147 GONETSPEED
R	9757	1,058.79	05/16/23	48	0072 GWI
R	9758	750.00	05/16/23	48	0650 HARRIS COMPUTER
R	9759	500.00	05/16/23	48	0230 JESSICAS CLEANING SERVICE
R	9760	30.00	05/16/23	48	0367 M A A O
R	9761	55.00	05/16/23	48	0415 M M T C T A
R	9762	155.00	05/16/23	48	0161 MAINE MUNICIPAL ASSOCIATION
R	9763	387.78	05/16/23	48	0394 PLUMMERS HARDWARE
R	9764	14.00	05/16/23	48	0502 REGISTRY OF DEEDS
R	9765	420.00	05/16/23	48	0580 SMPDC
R	9766	3,750.00	05/16/23	48	0360 STEELE NICKEL INC
R	9767	312.10	05/16/23	48	0985 WARRENS OFFICE SUPPLIES
P	9999	1,127.05	05/16/23	48	0091 CENTRAL MAINE POWER, INC.
P	99999	17.99	05/16/23	48	0095 CARDMEMBER SERVICE
P	99999	33.75	05/16/23	48	0095 CARDMEMBER SERVICE
P	99999	7.67	05/16/23	48	0095 CARDMEMBER SERVICE
P	99999	155.06	05/16/23	48	0095 CARDMEMBER SERVICE
P	99999	162.29	05/16/23	48	0095 CARDMEMBER SERVICE
P	99999	15.99	05/16/23	48	0095 CARDMEMBER SERVICE
<b>Total</b>		<b>77,006.19</b>			

### Count

Checks	31
Voids	0

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00262 ATLAS FAMILY FUNERAL HOMES INC</b>						
0612	9746	05	PREJEAN		2023-76	
PREJEAN			E 128-71-39-310		1,025.00	0.00
			CONT SVS OTH / PROF SVS			
<b>Vendor Total-</b>					<b>1,025.00</b>	
<b>00263 BEAULIEU LOGGING</b>						
0612	9747	05	BUNGANUT STORM CLEAN		2358-04152016	
BUNGANUT STORM CLEAN			E 141-22-31-310		1,850.00	0.00
			CTRCT SVS BL / PROF SVS			
<b>Vendor Total-</b>					<b>1,850.00</b>	
<b>01046 BOURQUE &amp; CLEGG LLC</b>						
0612	9748	05	SERVICES		44208	
SERVICES			E 181-11-33-320		717.50	0.00
			CONT PROF / PROF SERV LE			
<b>Vendor Total-</b>					<b>717.50</b>	
<b>00335 C.I.A. SALVAGE INC</b>						
0612	9749	05	HAULING		3999	
MSW HAULING			E 150-31-35-355		1,925.00	0.00
			CTRCT SVS WA / PROF SVS HAU			
WOOD/BULKY HAULING			E 150-31-35-356		1,225.00	0.00
			CTRCT SVS WA / PROF SVS HW			
RECYCLE HAULING			E 150-31-35-357		350.00	0.00
			CTRCT SVS WA / PROF SVS HR			
CAN RENTAL			E 150-31-35-349		200.00	0.00
			CTRCT SVS WA / PROF SVS CAN			
METAL HAULING			E 150-31-35-359		350.00	0.00
			CTRCT SVS WA / PROF SVS MET			
<b>Vendor Total-</b>					<b>4,050.00</b>	
<b>00095 CARDMEMBER SERVICE</b>						
0612	99999	05	STAMPS		041723	
STAMPS			E 110-11-60-650		17.99	0.00
			SUPPLIES / POSTAGE			
<b>Invoice Total-</b>					<b>17.99</b>	
0612	99999	05	CARDS HEALTH OFFICER		VP-JFG9BDDD	
CARDS HEALTH OFFICER			E 110-11-60-610		33.75	0.00
			SUPPLIES / SUPPLIES			
<b>Invoice Total-</b>					<b>33.75</b>	
0612	99999	05	H2O		1046	
H2O			E 110-11-60-610		7.67	0.00
			SUPPLIES / SUPPLIES			
<b>Invoice Total-</b>					<b>7.67</b>	
0612	99999	05	GLOVES FOR TRANSFER STATI		87569861	
GLOVES FOR TRANSFER STATI			E 150-31-60-690		155.06	0.00
			SUPPLIES / PPG			
<b>Invoice Total-</b>					<b>155.06</b>	
0612	99999	05	KITES FOR RECREATION		5463	
KITES FOR RECREATION			E 161-21-90-940		162.29	0.00
			OTHER / REC PROGRAMS			
<b>Invoice Total-</b>					<b>162.29</b>	
0612	99999	05	ZOOM		201441020	

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
ZOOM			E 110-11-32-310		15.99	0.00
			CTRCT SVS EQ / PROF SVS			
			<b>Invoice Total-</b>		<b>15.99</b>	
			<b>Vendor Total-</b>		<b>392.75</b>	
<b>00091 CENTRAL MAINE POWER, INC.</b>						
0612	9999	05	ELECTRICITY	4010000025483		
3501-2118-408			E 147-22-50-560		36.06	0.00
			UTILITIES / ELECTRICITY			
3501-1893-878			E 147-22-50-560		27.42	0.00
			UTILITIES / ELECTRICITY			
3501-2918-062			E 147-22-50-560		20.36	0.00
			UTILITIES / ELECTRICITY			
3501-6854-669			E 147-31-50-560		683.70	0.00
			UTILITIES / ELECTRICITY			
3501-2614-331			E 147-51-50-560		288.24	0.00
			UTILITIES / ELECTRICITY			
3501-6858-561			E 147-21-50-560		23.30	0.00
			UTILITIES / ELECTRICITY			
3001-3752-495			E 147-21-50-560		47.97	0.00
			UTILITIES / ELECTRICITY			
			<b>Vendor Total-</b>		<b>1,127.05</b>	
<b>00994 CINTAS CORPORATION- # 758</b>						
0612	9750	05	13117643	4154271181		
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>00133 DAVID W. RILEY</b>						
0612	9751	05	SERVICES	2022-558		
KBP CLEAN UP			E 141-21-31-310		400.00	0.00
			CTRCT SVS BL / PROF SVS			
			<b>Invoice Total-</b>		<b>400.00</b>	
0612	9751	05	SERVICES	2022-557		
ROADS REPAIRS/MAINT			E 131-51-40-483		3,020.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
ROADSIDE TRASH PICKUP			E 145-51-31-330		60.00	0.00
			CTRCT SVS BL / WASTE SVS			
			<b>Invoice Total-</b>		<b>3,080.00</b>	
0612	9751	05	SERVICES	2022-559		
MOVED FURNITURE			E 145-11-31-330		80.00	0.00
			CTRCT SVS BL / WASTE SVS			
			<b>Invoice Total-</b>		<b>80.00</b>	
			<b>Vendor Total-</b>		<b>3,560.00</b>	
<b>00248 DAYTON SNOW FIGHTERS INC.</b>						
0612	9752	05	SALT & SAND MIXED	1074		
SALT & SAND MIXED			E 143-51-31-360		4,788.00	0.00
			CTRCT SVS BL / PLOW & SAND			
			<b>Vendor Total-</b>		<b>4,788.00</b>	
<b>00500 ECOMAINE</b>						
0612	9753	05	RECYCLE	043023		
RECYCLE			E 150-31-35-352		322.35	0.00
			CTRCT SVS WA / PROF SVS REC			

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				<b>Invoice Total-</b>	<b>322.35</b>	
0612	9753	05	BULKY	043023		
BULLYMAN01 OBW-WOOD			E 150-31-35-351		2,253.63	0.00
			CTRCT SVS WA / PROF SVS TW			
				<b>Invoice Total-</b>	<b>2,253.63</b>	
0612	9753	05	LYMAN	043023		
LYMAN01 MSW			E 150-31-35-350		10,069.47	0.00
			CTRCT SVS WA / PROF SVS TIP			
				<b>Invoice Total-</b>	<b>10,069.47</b>	
				<b>Vendor Total-</b>	<b>12,645.45</b>	
<b>00179 ELECTION SYSTEMS &amp; SOFTWARE, INC</b>						
0612	9754	05	141369	CD2058576		
141369			E 110-13-39-399		367.69	0.00
			CONT SVS OTH / OTHER			
				<b>Vendor Total-</b>	<b>367.69</b>	
<b>00152 ELECTRICAL CONTROLS OF MAINE</b>						
0612	9755	05	SIGN AT BUNGANUT	5484		
SIGN AT BUNGANUT			E 148-22-60-670		1,000.00	0.00
			SUPPLIES / SIGNS			
				<b>Vendor Total-</b>	<b>1,000.00</b>	
<b>00147 GONETSPEED</b>						
0612	9756	05	13668 PHONE	060523		
13668 PHONE			E 150-31-50-580		49.59	0.00
			UTILITIES / COMM			
				<b>Vendor Total-</b>	<b>49.59</b>	
<b>00072 GWI</b>						
0612	9757	05	PHONES & INTERNET	6349245		
205773			E 110-11-50-580		999.59	0.00
			UTILITIES / COMM			
205773			E 161-22-50-580		59.20	0.00
			UTILITIES / COMM			
				<b>Vendor Total-</b>	<b>1,058.79</b>	
<b>00650 HARRIS COMPUTER</b>						
0612	9758	05	UPGRADE HEAVY TRUCKS	1899		
UPGRADE HEAVY TRUCKS			E 110-11-39-399		750.00	0.00
			CONT SVS OTH / OTHER			
				<b>Vendor Total-</b>	<b>750.00</b>	
<b>00230 JESSICAS CLEANING SERVICE</b>						
0612	9759	05	CLEANING SERVICES	2827		
TH CLEANING SERVICE			E 141-11-31-310		475.00	0.00
			CTRCT SVS BL / PROF SVS			
ADDLT VACUUM			E 141-11-31-310		25.00	0.00
			CTRCT SVS BL / PROF SVS			
				<b>Vendor Total-</b>	<b>500.00</b>	
<b>00367 M A A O</b>						
0612	9760	05	GONSKA SPRING TRAIN	1000441619		
GONSKA SPRING TRAIN			E 102-11-20-280		30.00	0.00
			BENEFITS / TRAINING			

**A / P Warrant**

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				<b>Vendor Total-</b>	<b>30.00</b>	
<b>00415 M M T C T A</b>						
0612	9761	05	11790-0		1000440666	
TRAINING			E 102-11-20-280		55.00	0.00
			BENEFITS / TRAINING			
				<b>Vendor Total-</b>	<b>55.00</b>	
<b>00161 MAINE MUNICIPAL ASSOCIATION</b>						
0612	9762	05	33170U		44839	
31170U			E 117-99-38-327		155.00	0.00
			CONT SVS INS / INS UNEMPLOY			
				<b>Vendor Total-</b>	<b>155.00</b>	
<b>00394 PLUMMERS HARDWARE</b>						
0612	9763	05	SUPPLIES		6260	
SUPPLIES			E 150-31-60-610		387.78	0.00
			SUPPLIES / SUPPLIES			
				<b>Vendor Total-</b>	<b>387.78</b>	
<b>00502 REGISTRY OF DEEDS</b>						
0612	9764	05	TRANSFERS		23250648	
TRANSFERS			E 110-11-39-399		14.00	0.00
			CONT SVS OTH / OTHER			
				<b>Vendor Total-</b>	<b>14.00</b>	
<b>00569 SECRETARY OF STATE</b>						
0612	9744	05	31170		4/20-4/27	
31170			G 1-250-00		12,708.04	0.00
			MTR VEHICLE			
				<b>Invoice Total-</b>	<b>12,708.04</b>	
0612	9745	05	31170		4/27-5/5	
31170			G 1-250-00		25,260.45	0.00
			MTR VEHICLE			
				<b>Invoice Total-</b>	<b>25,260.45</b>	
				<b>Vendor Total-</b>	<b>37,968.49</b>	
<b>00580 SMPDC</b>						
0612	9765	05	BROOKVIEW		16633	
BROOKVIEW			E 181-11-33-310		420.00	0.00
			CONT PROF / PROF SERV			
				<b>Vendor Total-</b>	<b>420.00</b>	
<b>00360 STEELE NICKEL INC</b>						
0612	9766	05	CLARKS & WILLIAMS		4370	
CLARKS & WILLIAMS			E 131-51-40-483		3,750.00	3,750.00
			REPAIRS & MA / RDS/REPAIRS			
				<b>Vendor Total-</b>	<b>3,750.00</b>	
<b>00985 WARRENS OFFICE SUPPLIES</b>						
0612	9767	05	TOWLYM		518052	
TOWLYM			E 110-11-60-610		298.41	0.00
			SUPPLIES / SUPPLIES			
				<b>Invoice Total-</b>	<b>298.41</b>	
0612	9767	05	TOWLYM		518052	



**A / P Warrant**

Warrant 48

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
TOWLYM			E 110-11-60-610		13.69	0.00
			SUPPLIES / SUPPLIES			
			<b>Invoice Total-</b>		<b>13.69</b>	
			<b>Vendor Total-</b>		<b>312.10</b>	
			<b>Prepaid Total-</b>		<b>39,488.29</b>	
			<b>Current Total-</b>		<b>37,517.90</b>	
			<b>EFT Total-</b>		<b>0.00</b>	
			<b>Warrant Total-</b>		<b>77,006.19</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.) RFP Remote Managed Services, bids received.

## 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.

**ITEM #5: (c.) Quotes for auditing services**

**PROPOSAL FOR AUDIT SERVICES**

**TOWN OF LYMAN, MAINE**

PROPOSAL TO PROVIDE AUDIT SERVICES

TOWN OF LYMAN, MAINE

*Submitted by:*

MAINE MUNICIPAL AUDIT SERVICES, PA

PO Box 313

Levant, Maine 04456

Telephone: (207) 884-6408

*Contact Person:*

Mindy J. Cyr, CPA

[maineaudits@gmail.com](mailto:maineaudits@gmail.com)

Proposal submitted: December 22, 2022



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# Maine Municipal Audit Services, PA

---

Mindy J. Cyr, CPA

Town of Lyman  
11 S. Waterboro Road  
Lyman, Maine 04002

Thank you for the opportunity to submit the following proposal to provide audit services to the Town of Lyman for the years ended June 30, 2024 through June 30, 2028. If chosen as the auditor for the Town, we feel that we will work well with your staff and provide the Town with an efficient, thorough, well-presented audit in a timely manner.

The auditing services provided will include an independent auditors' report and audited financial statements for the Town in conformance with the standards established by the Governmental Accounting Standards Board. We will conduct the audit to satisfy the requirements of the State of Maine Department of Audit and all other State and Federal compliance laws and regulations.

The following sections of this proposal outline our experience and qualifications and the approach we take during an audit.

Thank you for considering our firm for your auditing needs. If you have any questions or would like any additional information please feel free to contact me by phone (207) 884-6408 or email at [maineaudits@gmail.com](mailto:maineaudits@gmail.com).

Yours truly,



Mindy J. Cyr, CPA  
Principal

# *MAINE MUNICIPAL AUDIT SERVICES, PA*

## ***Firm Background***

The firm Maine Municipal Audit Services, PA was established in 2011 to provide accounting and auditing services to municipalities throughout the state. Currently, the firm provides services to approximately 50 municipalities from the New Hampshire border to Aroostook County.

Maine Municipal Audit Services, PA is independent of the Town of Lyman, Maine as defined by the U.S. General Accounting Office's *Government Auditing Standards* and generally accepted auditing standards.

The firm and the partner to be assigned to the Town's audit are properly licensed to practice as certified public accountants in the State of Maine. Maine Municipal Audit Services, PA is a professional corporation incorporated in the State of Maine.

The firm of Maine Municipal Audit Services is a small firm with one shareholder – Mindy J. Cyr, CPA and is based in Levant, Maine. We anticipate utilizing the following professional staff on the Town's audit engagement:

Partner	1
---------	---

The firm has established a reputation of providing quality work in a time-sensitive manner. We strive to provide our clients with a prompt report and are successful in most cases. We welcome questions throughout the year and are committed to being available to our clients. We feel that our role as the town's auditor is more than showing up to your office once a year. We have assisted our clients in a variety of professional services throughout the year – for example:

- Assisting in development of proper internal control systems and procedures.
- Consulting in computer software implementation.
- Bank and tax collection reconciliation problem resolution.
- Creating or revising chart of accounts.

All professional staff working on governmental audits obtains forty hours of continuing professional education annually, with at least twenty-four of those hours dedicated to governmental auditing.

*MAINE MUNICIPAL AUDIT SERVICES, PA*

***Engagement Staffing***

The following individual will be the partner assigned to the audit of the Town of Lyman, Maine. All staff working on audits are licensed to practice as Certified Public Accountants in the State of Maine and specialize in governmental accounting and auditing.

*Mindy J. Cyr, CPA* is the firm's managing partner and is involved from start to finish on all of the firm's audit engagements. She is responsible for overall planning and performing the engagement. Her direct involvement with the audit ensures an efficient and thorough engagement. Mindy's resume can be found on the following page.

*MAINE MUNICIPAL AUDIT SERVICES, PA*

**Engagement Staffing**

*Mindy J. Cyr, CPA  
Levant, Maine  
Managing Partner*

*Summary:*

Twenty years of governmental accounting and auditing experience, from planning audits to issuing audit reports to consulting on computer software and internal control systems.

*Professional History:*

2011-Current – *Maine Municipal Audit Services, PA* – Founding and Managing partner.  
2002-2011 – *Hollingsworth & Associates, CPA, PA* – Senior Audit Manager.

*Education:*

Husson University – M.S. in Business Administration – 2007  
Husson University – B.S. in Accounting – 2003

*Continuing Professional Education:*

Maine Board of Accountancy requires all licensees to complete 40 hours of continuing professional education every year. Mindy has completed all 40 with 32 of those hours being related to governmental auditing and accounting each year.

*License:*

Certified Public Accountant – State of Maine

*Professional Associations:*

Member of the American Institute of Certified Public Accountants.  
Member of the New England Peer Review.

# *MAINE MUNICIPAL AUDIT SERVICES, PA*

## **Summary of Audit Procedures**

The audit will be an audit of the town's financial accounts and records in accordance with generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. The objective of our audit is to determine whether the financial statements prepared under GASB standards present fairly the financial position, results of operations and cash flows of the town.

We follow an efficient, thorough and systematic audit approach.

In planning and performing the audit for the Town of Lyman we will:

- Obtain an understanding of your accounting system and internal control structure.
- Identify and assess risk factors of the town.
- Evaluate and test a sample of controls.
- Verify account balances.
- Evaluate physical security and access to computer programs and data files.
- Assist in financial statement preparation.
- Issue the following reports:
  - Independent Auditors' Report on the fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America. We will provide;
    - Six (6) bound copies and an electronic copy in pdf format.
  - The annual financial reporting requirements to the State of Maine Department of Audit in compliance with Title 30-A, M.R.S.A § 5823.
  - A letter to management on any reportable conditions found during the audit. A reportable condition shall be defined as a significant deficiency in the design or operation of the internal control structure which could adversely affect the town's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.
  - A report to the Board of Selectmen informing it of;
    - The auditors' responsibility under the generally accepted auditing standards.
    - Significant accounting policies.

*MAINE MUNICIPAL AUDIT SERVICES, PA*

*Summary of Audit Procedures*

*(Continued)*

- Disagreements with management.
  - Major issues discussed with management prior to retention or reappointment.
  - Significant audit adjustments.
  - Difficulties encountered in performing the audit.
  - Any other issues, adjustments, or concerns encountered during the auditing process.
- Adjusting entries and a beginning trial balance for the general ledger accounts will be provided.

*MAINE MUNICIPAL AUDIT SERVICES, PA*

**References**

We take pride in our relationships with our clients. We strive to be available whenever there is a question or need for assistance throughout the year. Similar engagements (5) to the Town of Lyman are listed below:

Vittoria Stevens, Town Manager  
Town of Bradford  
PO Box 26  
Bradford, Maine 04410  
(207) 327-2121

Benjamin Breadmore, Town Manager  
Town of Holden  
570 Main Road  
Holden, Maine 04429  
(207) 843-5151

Suzanne Cole, Tax Collector  
Town of Levant  
PO Box 220  
Levant, Maine 04456  
(207) 884-7660

Cynthia Grant, Town Manager  
Town of Newburgh  
2220 Western Avenue  
Newburgh, Maine 04444  
(207) 234-4151

Lisa Young, Treasurer  
Town of Cushing  
39 Cross Road  
Cushing, Maine 04563  
(207)354-2375



*MAINE MUNICIPAL AUDIT SERVICES, PA*

*Proposed Fee*

Our proposed fee is based on cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before additional costs are incurred.

*Five-year contract beginning the year ending June 30, 2024 – the year ending June 30, 2028*

\$ 6,000 /year

## ITEM #5: (d.) Quotes - Propane

Budget proposed for FY 2024

1600 gallons at 2.49/ per gallon (or max \$3,984)

Champagne's Energy Current Contract 10/1/2022 to 4/30/23

1.799/ per gallon

### Quotes received

#### **Chapagne's Energy**

1.799/ per gallon

Contract 5/1/23 – 4/30/24

#### **Down East Energy**

1.649/ per gallon

Contract season 2023 – 2024

#### **JP Carrol**

Was asked for a price quote. They did not submit a quote.

---

**From:** Trudelle, Steven <[strudelle@downeastenergy.com](mailto:strudelle@downeastenergy.com)>

**Sent:** Monday, April 17, 2023 7:57 AM

**To:** Selectmen Board Clerk <[selectboard@lyman-me.gov](mailto:selectboard@lyman-me.gov)>

**Subject:** Propane price 2023/24

Good Morning Lindsay. DownEast Energy is offering 1.649 for propane. Season 2023/24 Thank you

Steve Trudelle

TSR

207-838-6899



Account #

844 Old Post Road  
Arundel, ME 04046  
(207) 283-1518  
www.champagnesenergy.com

## COMMERCIAL SUPPLY AGREEMENT

Dear

On behalf of Champagne's Energy, thank you for this opportunity to submit the following supply agreement for your consideration. Since 1908, we have always had enough product to deliver to our customers. We have over 3 million gallons of our own oil and propane storage.

Based upon annual consumption of \_\_\_\_\_ gallons of \_\_\_\_\_, we are pleased to present the following agreement option. The option is for the upcoming heating season and, if accepted, shall apply to all deliveries made during the period from \_\_\_\_\_ ("Agreement Start Date") to \_\_\_\_\_ ("Agreement End Date").

### AGREEMENT SUMMARY

Product, volume and pricing:

Product:

Gallons:

Price: \$ \_\_\_\_\_ per gallon

This is a firm fixed price agreement based on the product, volume and pricing listed above. This is a "take or pay" provision - in all events, you are obligated to take delivery of the Specified Product and Gallons by the Agreement End Date and pay for them at the Agreement Price within the terms of the Agreement.

**Even if you do not take delivery of any portion of the Specified Gallons before the Agreement End Date, you are obligated to pay for such gallons at the Agreement Price. After the Agreement End Date, Champagne's Energy will have no obligation to deliver the remaining Specified Gallons. In the event that all gallons are delivered before the Agreement End Date, pricing for all additional gallons will then revert to the prevailing market price as described and the account shall remain on automatic delivery.**

**The following payment terms and agreement terms apply to all Options described above unless otherwise stated.**

**PAYMENT TERMS: Account balance is due in full within 30 days of date of each delivery. To avoid a late charge, payment in full must be made within 30 days of the date of delivery. Late charges will be added on amounts unpaid for 30 days or more computed at a periodic rate of 1.5% (an annual percentage rate of 18%) and calculated from the date of delivery.**



Account #

844 Old Post Road  
Arundel, ME 04046  
(207) 283-1518  
www.champagnesenergy.com

## AGREEMENT TERMS:

1. All pricing options described above require “automatic” delivery unless Champagne’s Energy, in its sole discretion, determines otherwise.
2. The Customer shall purchase all requirements for such products from Champagne’s Energy for the period from the Agreement Start Date to Agreement End Date.
3. This agreement is subject to adherence to the terms and conditions within Champagne’s Energy’s Commercial/Residential Credit application and adherence to the terms and conditions stated herein. If the specific credit terms of the credit application are not met, product pricing according to the terms of the agreement may be terminated by Champagne’s Energy in its sole discretion. Any price or delivery change because of non-adherence to the credit terms will be done without further notification to Customer. Champagne’s Energy is not responsible for any damages resulting from nondelivery of products as a result of Customer’s failure to comply with the terms of this agreement or the terms of the credit application.
4. Pricing does not include any local, state or federal taxes and/or fees existing or imposed during this agreement, nor does it include any costs associated with procuring a letter of credit or any other type of performance bond.
5. Fees, state and local taxes will be assessed, in accordance with Champagne’s Energy’s Terms and conditions referred to below. These fees may include a Hazmat Fee, and any tank rental / minimum usage fee that are applicable during the term of this agreement. Please inquire with the local office on any questions relating to fees, and or the latest fee schedule.
6. This agreement pertains only to customer delivery locations/storage tanks that have been identified and accepted by Champagne’s Energy on or before the date noted on this correspondence. All storage tanks and related equipment must meet all local, state and federal codes and specifications.
7. Champagne’s Energy is not responsible for damage or loss to Customer resulting from failure to make deliveries due to inaccessibility of fill locations, Customer’s failure to adhere to credit terms, strikes, accident, fire, war, any Act of God or other causes beyond Champagne’s Energy’s reasonable control. Additionally, we will not be responsible for damages for failure to deliver fuel and/or services to vacant, unattended or premises that are not readily accessible to our employees.
8. *In the absence of Champagne’s Energy receiving this supply offer signed by the Customer on or before 12pm (“Offer Period”), Champagne’s Energy reserves the right, in its sole discretion, to rescind this offer without notification to the Customer.*
9. In the event of significant market changes as determined by Champagne’s Energy in its sole discretion, Champagne’s Energy reserves the right to rescind this agreement at any time during the Offer Period without notification to the Customer.



Account #

844 Old Post Road  
Arundel, ME 04046  
(207) 283-1518  
www.champagnesenergy.com

- 10. In the event of a breach or attempted cancellation of this agreement, Customer shall be liable to Champagne's Energy for any and all damages arising from such breach or attempted cancellation, including but not limited to any and all attorney's fees and costs incurred by Champagne's Energy in enforcing this agreement to the fullest extent allowed by law.
- 11. Before Agreement Start Date, balances on Customer's account must be current.
- 12. Upon delivery of this document signed by Customer to Champagne's Energy during the Offer Period, this offer for a supply agreement shall be, and shall remain, a binding contract enforceable in accordance with its terms.

**Acceptance of Offer for a Supply Agreement**

**Please sign and date where applicable. Please forward the original to our office at your earliest convenience. If you have any questions, please do not hesitate to call me.**

\_\_\_\_\_  
Customer Signature (or Representative)

\_\_\_\_\_  
Date

Print Name \_\_\_\_\_

\_\_\_\_\_  
, Champagne's Energy Representative

\_\_\_\_\_  
Date

# ITEM #5: (e.) Franchise Agreement updates

**From:** Tony Vigue <tvigue1@gmail.com>

**Sent:** Wednesday, April 12, 2023 5:01 PM

**To:** Bradley Morin <bmorin@bourqueclegg.com>; Selectmen Board Clerk <selectboard@lyman-me.gov>

**Subject:** Fwd: Lyman Franchise Agreement

Hi Brad & Lindsay,

See Shelley's note below.

I think you were going to look into a cable tv ordinance to adopt before the franchise is signed as required by Maine Law.

<http://www.mainelegislature.org/legis/statutes/30-A/title30-Asec3008.html> Paragraph 5.

I'm attaching a very simple one from Dayton that Charter won't have a problem with but it doesn't give the town much for protections.

Soooo, I am including one from Sebago that Charter really doesn't like because of the length and the Penalties.

Maybe you can craft something in between these extremes?

Let me know what you think.

Tony

Tony

(207) 642-5055 (h)

(207) 329-6243 (m)

----- Forwarded message -----

From: **Winchenbach, Shelley J** <[Shelley.Winchenbach@charter.com](mailto:Shelley.Winchenbach@charter.com)>  
Date: Wed, Apr 12, 2023 at 4:36 PM  
Subject: RE: Lyman Franchise Agreement  
To: Selectmen Board Clerk <[selectboard@lyman-me.gov](mailto:selectboard@lyman-me.gov)>  
Cc: Tony Vigue <[tvigue1@gmail.com](mailto:tvigue1@gmail.com)>, [bmorin@bourqueclegg.com](mailto:bmorin@bourqueclegg.com) <[bmorin@bourqueclegg.com](mailto:bmorin@bourqueclegg.com)>

Thank you, Lindsay. I'll review the franchise draft. In the interim, If you could share the draft ordinance, it may avoid protracted negotiations. We feel it's in the best interest of both parties to review the ordinance at the same time as the franchise agreement. Thank you!

---

**From:** Selectmen Board Clerk <[selectboard@lyman-me.gov](mailto:selectboard@lyman-me.gov)>  
**Sent:** Wednesday, March 29, 2023 11:51 AM  
**To:** Winchenbach, Shelley J <[Shelley.Winchenbach@charter.com](mailto:Shelley.Winchenbach@charter.com)>  
**Cc:** Tony Vigue <[tvigue1@gmail.com](mailto:tvigue1@gmail.com)>; [bmorin@bourqueclegg.com](mailto:bmorin@bourqueclegg.com)  
**Subject:** [EXTERNAL] Lyman Franchise Agreement

**CAUTION:** The e-mail below is from an external source. Please exercise caution before opening attachments, clicking links, or following guidance.

Good morning Shelley,

Please see attached cover letter and franchise agreement. If you have any questions or wish to meet with the Board, please let me know.

Best regards,

*Lindsay Gagne*

**Select Board Clerk**  
**FOAA officer**

11 So. Waterboro Rd Lyman, ME 04002

- 207-247-0642
- 207-499-7562
- [selectboard@lyman-me.gov](mailto:selectboard@lyman-me.gov)
- [lyman-me.gov](http://lyman-me.gov)

*Under Maine's Freedom of Access ("Right to Know") law, all e-mail and e-mail attachments received or prepared for use in matters concerning Town business or containing information relating to Town business are likely to be regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law. If you have received this message in error, please notify us immediately by return e-mail. Thank you for your cooperation.*



# ITEM #6: (d.) Parks and Recs request

Town of Lyman  
11 South Waterboro Rd  
Lyman, ME 04002  
Tel 207-499-7562 Fax 207-499-7563

May 11, 2023

To the Town of Lyman Selectboard:

I am writing to you to outline what I am asking pertaining to a boat playset to add to Chadbourne Field by getting donations.

Chadbourne Field Fund

To create an Expendable Trust Fund for the purpose of a Boat Playset to be located at Chadbourne Field located on John Street, Lyman Me 04002. Any funds collected over and above the purchasing and installation costs will go to covering anything else that is needed at Chadbourne field.

To be overseen by Holly Hart

Thank you.

  
Holly Hart

Accepted and approved on \_\_\_\_\_  
Date

\_\_\_\_\_  
Rusty "Ralph" Blackington -chair

\_\_\_\_\_  
Tom Hatch – Vice Chair

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

\_\_\_\_\_  
Dave Alves

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

# ITEM #6: (e.) Tax Clerk Monthly Report

Report to Selectmen  
 Month of April 2023  
 2022-2023 Tax Year

Real Estate Tax Commitment -	\$7,417,133.10
Personal Property Tax Commitment –	\$ 41,542.02
Total Tax Commitment:	\$7,458,675.12

Supplemental Taxes YTD:	\$ 4,609.59
Abatements Granted YTD:	\$ 5,896.80
Prior Year(s) Abatement(s) YTD:	\$ 968.61

Real Estate / Personal Property Tax Payments Collected \$551,054.84  
 Includes Current, Delinquent, Prepayments, and Lien Payments for the month.

\*\*\*\*\*

### Monthly Excise Tax

Excise Tax Received	
Vehicles registered here at office:	\$125,313.37
Online Rapid Renewal Service	<u>17,898.68</u>
Total Vehicle Excise	\$143,212.05

Boat Excise	
Boats registered here at office:	\$ 1,052.00
Online Registration Service	<u>534.30</u>
Total Boat Excise	\$ 1,586.30

Total Excise \$ 144,798.35

Excise Tax Reimbursement 10/23/2022 \$ 9,877.52  
 Excise Tax Collected by State

Year-to-date excise collection \$ 926,872.10

Respectfully submitted: Susan J. Bellerose, Tax Collector

**Expense Summary Report**

FUND: 1

ALL Months

**ITEM #6: (f.) Treasurer Expense Report 5/11/23**

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>315,388.47</b>	<b>0.00</b>	<b>77,880.53</b>
10 - SALARIES	402,574.00	-9,305.00	393,269.00	315,388.47	0.00	77,880.53
102 - SELECT BD CL	53,235.00	-3,978.00	49,257.00	38,607.25	0.00	10,649.75
103 - TREASURER	62,534.00	0.00	62,534.00	55,318.45	0.00	7,215.55
105 - TAX COLLECT	51,851.00	0.00	51,851.00	44,644.72	0.00	7,206.28
106 - ADMIN CLERK	45,728.00	1,950.00	47,678.00	34,943.82	0.00	12,734.18
107 - DEPUTY TC/TC	7,095.00	0.00	7,095.00	1,702.80	0.00	5,392.20
115 - ASSESSOR	76,125.00	0.00	76,125.00	62,971.14	0.00	13,153.86
141 - CEO	78,706.00	-7,277.00	71,429.00	55,829.87	0.00	15,599.13
142 - CEO CLERK	27,300.00	0.00	27,300.00	17,356.75	0.00	9,943.25
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>52,526.71</b>	<b>0.00</b>	<b>14,602.29</b>
10 - SALARIES	67,129.00	0.00	67,129.00	52,526.71	0.00	14,602.29
181 - TOWN CLERK	56,850.00	0.00	56,850.00	50,290.42	0.00	6,559.58
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>78,391.61</b>	<b>0.00</b>	<b>23,656.39</b>
10 - SALARIES	92,743.00	9,305.00	102,048.00	78,391.61	0.00	23,656.39
131 - TRF STATION	91,745.00	9,305.00	101,050.00	78,391.61	0.00	22,658.39
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>33,534.00</b>	<b>0.00</b>	<b>4,371.00</b>
10 - SALARIES	37,905.00	0.00	37,905.00	33,534.00	0.00	4,371.00
151 - RD COMM	37,905.00	0.00	37,905.00	33,534.00	0.00	4,371.00
<b>71 - GA</b>	<b>3,394.00</b>	<b>0.00</b>	<b>3,394.00</b>	<b>1,697.00</b>	<b>0.00</b>	<b>1,697.00</b>
10 - SALARIES	3,394.00	0.00	3,394.00	1,697.00	0.00	1,697.00
171 - GA DIRECT	3,394.00	0.00	3,394.00	1,697.00	0.00	1,697.00

### Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>101 - SALARIES CONTD</b>						
<b>72 - ACO</b>	<b>7,458.00</b>	<b>0.00</b>	<b>7,458.00</b>	<b>6,597.55</b>	<b>0.00</b>	<b>860.45</b>
10 - SALARIES	7,458.00	0.00	7,458.00	6,597.55	0.00	860.45
175 - ACO	7,458.00	0.00	7,458.00	6,597.55	0.00	860.45
<b>99 - NOT SPECIFIC</b>	<b>31,167.00</b>	<b>-1,100.00</b>	<b>30,067.00</b>	<b>9,892.32</b>	<b>0.00</b>	<b>20,174.68</b>
10 - SALARIES	31,167.00	-1,100.00	30,067.00	9,892.32	0.00	20,174.68
179 - HEALTH OFFIC	452.00	0.00	452.00	0.00	0.00	452.00
191 - EXTRA TIME	4,700.00	-1,100.00	3,600.00	702.32	0.00	2,897.68
199 - SELECT BOARD	26,015.00	0.00	26,015.00	9,190.00	0.00	16,825.00
<b>102 - BENEFITS</b>	<b>303,871.00</b>	<b>-1.00</b>	<b>303,871.00</b>	<b>216,256.77</b>	<b>321.00</b>	<b>87,293.23</b>
<b>11 - TOWN HALL</b>	<b>4,715.00</b>	<b>0.00</b>	<b>4,715.00</b>	<b>2,858.00</b>	<b>321.00</b>	<b>1,536.00</b>
20 - BENEFITS	4,715.00	0.00	4,715.00	2,858.00	321.00	1,536.00
280 - TRAINING	4,070.00	-100.00	3,970.00	2,158.00	321.00	1,491.00
290 - MEMB & DUES	645.00	100.00	745.00	700.00	0.00	45.00
<b>31 - TRANSFER STAT</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
20 - BENEFITS	500.00	0.00	500.00	0.00	0.00	500.00
280 - TRAINING	500.00	0.00	500.00	0.00	0.00	500.00
<b>99 - NOT SPECIFIC</b>	<b>298,657.00</b>	<b>-1.00</b>	<b>298,656.00</b>	<b>213,398.77</b>	<b>0.00</b>	<b>85,257.23</b>
20 - BENEFITS	298,657.00	-1.00	298,656.00	213,398.77	0.00	85,257.23
201 - FICA	49,766.00	-1.00	49,765.00	40,753.39	0.00	9,011.61
210 - HEALTH	193,795.00	0.00	193,795.00	141,535.74	0.00	52,259.26
211 - DENTAL	5,518.00	0.00	5,518.00	4,291.42	0.00	1,226.58
214 - LIFE NO MED	0.00	0.00	0.00	97.50	0.00	-97.50
230 - 457B ER MATC	18,120.00	0.00	18,120.00	10,917.14	0.00	7,202.86
231 - MPERS ER	26,958.00	0.00	26,958.00	15,803.58	0.00	11,154.42
250 - PTO BUYOUT	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
<b>110 - GEN ADMIN</b>	<b>147,583.00</b>	<b>0.00</b>	<b>147,583.00</b>	<b>102,444.74</b>	<b>8,477.09</b>	<b>36,661.17</b>
<b>11 - TOWN HALL</b>	<b>135,436.00</b>	<b>0.00</b>	<b>135,436.00</b>	<b>98,332.59</b>	<b>8,477.09</b>	<b>28,626.32</b>
32 - CTRCT SVS EQ	65,956.00	-750.00	65,206.00	51,866.37	1,606.50	11,733.13
310 - PROF SVS	65,956.00	-750.00	65,206.00	51,866.37	1,606.50	11,733.13
39 - CONT SVS OTH	15,159.00	750.00	15,909.00	11,903.00	0.00	4,006.00
315 - MEMB & DUES	8,517.00	0.00	8,517.00	8,141.00	0.00	376.00
399 - OTHER	6,642.00	750.00	7,392.00	3,762.00	0.00	3,630.00
50 - UTILITIES	7,750.00	0.00	7,750.00	6,871.36	0.00	878.64
580 - COMM	7,750.00	0.00	7,750.00	6,871.36	0.00	878.64
60 - SUPPLIES	18,383.00	0.00	18,383.00	13,579.70	0.00	4,803.30

# 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	7,957.45	0.00	1,425.55
650 - POSTAGE	9,000.00	0.00	9,000.00	5,622.25	0.00	3,377.75
80 - ADVER, PRINT	23,300.00	0.00	23,300.00	9,545.56	6,966.59	6,787.85
810 - ADVERTISE	4,500.00	1,630.00	6,130.00	1,622.86	2,600.52	1,906.62
830 - FORMS	9,700.00	0.00	9,700.00	5,467.43	0.00	4,232.57
850 - TOWN REPORT	6,000.00	-1,630.00	4,370.00	0.00	4,366.07	3.93
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>4,112.15</b>	<b>0.00</b>	<b>8,034.85</b>
39 - CONT SVS OTH	12,147.00	0.00	12,147.00	4,112.15	0.00	8,034.85
399 - OTHER	12,147.00	0.00	12,147.00	4,112.15	0.00	8,034.85
<b>117 - GEN ADMIN IN</b>	<b>37,428.00</b>	<b>0.00</b>	<b>37,428.00</b>	<b>29,642.00</b>	<b>0.00</b>	<b>7,786.00</b>
<b>99 - NOT SPECIFIE</b>	<b>37,428.00</b>	<b>0.00</b>	<b>37,428.00</b>	<b>29,642.00</b>	<b>0.00</b>	<b>7,786.00</b>
38 - CONT SVS INS	37,428.00	0.00	37,428.00	29,642.00	0.00	7,786.00
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	310.00	0.00	4,690.00
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 G/A</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,025.00</b>	<b>0.00</b>	<b>-25.00</b>
<b>71 - GA</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,025.00</b>	<b>0.00</b>	<b>-25.00</b>
39 - CONT SVS OTH	1,000.00	0.00	1,000.00	1,025.00	0.00	-25.00
310 - PROF SVS	1,000.00	0.00	1,000.00	1,025.00	0.00	-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		BUDGET		YTD		OUTSTAND UNEXPENDED	
	ORIGINAL	ADJUSTMENT	NET	NET	NET	ENCUM	BALANCE	BALANCE
129 - HHHS SOCIAL S CONT'D	1,086.00	0.00	1,086.00	1,086.00	0.00	0.00	0.00	0.00
999 - OTHER	1,086.00	0.00	1,086.00	1,086.00	0.00	0.00	0.00	0.00
<b>131 - ROADS</b>	<b>735,600.00</b>	<b>0.00</b>	<b>735,600.00</b>	<b>153,562.11</b>	<b>0.00</b>	<b>0.00</b>	<b>582,037.89</b>	
<b>51 - ROADS</b>	<b>735,600.00</b>	<b>0.00</b>	<b>735,600.00</b>	<b>153,562.11</b>	<b>0.00</b>	<b>0.00</b>	<b>582,037.89</b>	
40 - REPAIRS & MA	645,900.00	89,450.00	735,350.00	153,562.11	0.00	0.00	581,787.89	
481 - RDS/CONSTRUC	160,500.00	0.00	160,500.00	42,041.12	0.00	0.00	118,458.88	
482 - RDS/RESURFA	391,000.00	0.00	391,000.00	14,000.00	0.00	0.00	377,000.00	
483 - RDS/REPAIRS	94,400.00	89,450.00	183,850.00	97,520.99	0.00	0.00	86,329.01	
50 - UTILITIES	250.00	0.00	250.00	0.00	0.00	0.00	250.00	
580 - COMM	250.00	0.00	250.00	0.00	0.00	0.00	250.00	
90 - OTHER	89,450.00	-89,450.00	0.00	0.00	0.00	0.00	0.00	
999 - MISC	89,450.00	-89,450.00	0.00	0.00	0.00	0.00	0.00	
<b>141 - B&amp;G CARE &amp; M</b>	<b>20,135.00</b>	<b>276.04</b>	<b>20,411.04</b>	<b>22,983.75</b>	<b>0.00</b>	<b>0.00</b>	<b>8,347.29</b>	
<b>11 - TOWN HALL</b>	<b>20,135.00</b>	<b>0.00</b>	<b>20,135.00</b>	<b>16,734.68</b>	<b>0.00</b>	<b>0.00</b>	<b>3,400.32</b>	
31 - CTRCT SVS BL	10,710.00	0.00	10,710.00	9,979.60	0.00	0.00	730.40	
310 - PROF SVS	10,710.00	0.00	10,710.00	9,979.60	0.00	0.00	730.40	
40 - REPAIRS & MA	9,425.00	0.00	9,425.00	6,755.08	0.00	0.00	2,669.92	
410 - BLDGS & GROU	9,425.00	0.00	9,425.00	6,755.08	0.00	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>3,633.08</b>	<b>0.00</b>	<b>0.00</b>	<b>3,032.96</b>	
31 - CTRCT SVS BL	4,250.00	-1,573.96	2,676.04	794.20	0.00	0.00	1,881.84	
310 - PROF SVS	4,250.00	-1,573.96	2,676.04	794.20	0.00	0.00	1,881.84	
40 - REPAIRS & MA	3,990.00	0.00	3,990.00	2,838.88	0.00	0.00	1,151.12	
410 - BLDGS & GROU	3,990.00	0.00	3,990.00	2,838.88	0.00	0.00	1,151.12	
<b>22 - BUNGANUT</b>	<b>600.00</b>	<b>1,850.00</b>	<b>2,450.00</b>	<b>2,219.50</b>	<b>0.00</b>	<b>0.00</b>	<b>230.50</b>	
31 - CTRCT SVS BL	600.00	1,850.00	2,450.00	2,219.50	0.00	0.00	230.50	
310 - PROF SVS	600.00	1,850.00	2,450.00	2,219.50	0.00	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>0.00</b>	<b>1,683.51</b>	
31 - CTRCT SVS BL	1,500.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	
310 - PROF SVS	1,500.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	
40 - REPAIRS & MA	500.00	0.00	500.00	316.49	0.00	0.00	183.51	
410 - BLDGS & GROU	500.00	0.00	500.00	316.49	0.00	0.00	183.51	
<b>142 - B&amp;G MOWING</b>	<b>51,559.00</b>	<b>10,073.96</b>	<b>61,632.96</b>	<b>56,257.87</b>	<b>5,380.09</b>	<b>0.00</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>	<b>0.00</b>	
31 - CTRCT SVS BL	5,850.00	-1,557.95	4,292.05	4,292.05	0.00	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>536,510.00</b>	<b>-10,350.00</b>	<b>489,091.74</b>	<b>0.00</b>	<b>37,068.26</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>-10,350.00</b>	<b>480,996.74</b>	<b>0.00</b>	<b>34,913.26</b>
31 - CTRCT SVS BL	526,260.00	-10,350.00	480,996.74	0.00	34,913.26
360 - PLOW & SAND	526,260.00	-10,350.00	480,996.74	0.00	34,913.26
<b>145 - B&amp;G WASTE SV</b>	<b>1,300.00</b>	<b>0.00</b>	<b>700.00</b>	<b>0.00</b>	<b>600.00</b>
<b>11 - TOWN HALL</b>	<b>1,300.00</b>	<b>0.00</b>	<b>700.00</b>	<b>0.00</b>	<b>600.00</b>
31 - CTRCT SVS BL	1,300.00	0.00	700.00	0.00	600.00
330 - WASTE SVS	1,300.00	0.00	700.00	0.00	600.00
<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>

# Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>145 - B&amp;G WASTE SV CONFID</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>579.78</b>	<b>0.00</b>	<b>720.22</b>
31 - CTRCT SVS BL	1,000.00	-150.00	850.00	204.78	0.00	645.22
330 - WASTE SVS	1,000.00	-150.00	850.00	204.78	0.00	645.22
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 - B&amp;G ENERGY</b>	<b>38,604.00</b>	<b>0.00</b>	<b>38,604.00</b>	<b>15,434.30</b>	<b>0.00</b>	<b>23,169.80</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>506.80</b>	<b>0.00</b>	<b>913.20</b>
50 - UTILITIES	1,420.00	0.00	1,420.00	506.80	0.00	913.20
560 - ELECTRICITY	1,420.00	0.00	1,420.00	506.80	0.00	913.20
<b>22 - BUNGANUT</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>1,432.93</b>	<b>0.00</b>	<b>2,567.07</b>
50 - UTILITIES	4,000.00	0.00	4,000.00	1,432.93	0.00	2,567.07
560 - ELECTRICITY	4,000.00	0.00	4,000.00	1,432.93	0.00	2,567.07
<b>31 - TRANSFER STA</b>	<b>6,700.00</b>	<b>0.00</b>	<b>6,700.00</b>	<b>3,729.83</b>	<b>0.00</b>	<b>2,970.17</b>
50 - UTILITIES	6,700.00	0.00	6,700.00	3,729.83	0.00	2,970.17
560 - ELECTRICITY	6,700.00	0.00	6,700.00	3,729.83	0.00	2,970.17
<b>51 - ROADS</b>	<b>14,500.00</b>	<b>0.00</b>	<b>14,500.00</b>	<b>3,352.33</b>	<b>0.00</b>	<b>11,147.67</b>
50 - UTILITIES	14,500.00	0.00	14,500.00	3,352.33	0.00	11,147.67
560 - ELECTRICITY	14,500.00	0.00	14,500.00	3,352.33	0.00	11,147.67
<b>148 - B&amp;G SIGNS</b>	<b>5,500.00</b>	<b>0.00</b>	<b>5,500.00</b>	<b>3,116.14</b>	<b>0.00</b>	<b>2,383.86</b>
<b>21 - RECREATION</b>	<b>500.00</b>	<b>-500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
60 - SUPPLIES	500.00	-500.00	0.00	0.00	0.00	0.00



# Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>148 - B&amp;G SIGNS CONT'D</b>						
670 - SIGNS	500.00	-500.00	0.00	0.00	0.00	0.00
<b>22 - BUNGANUT</b>	<b>500.00</b>	<b>500.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>
60 - SUPPLIES	500.00	500.00	1,000.00	1,000.00	0.00	0.00
670 - SIGNS	500.00	500.00	1,000.00	1,000.00	0.00	0.00
<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>180,326.13</b>	<b>0.00</b>	<b>125,445.87</b>
<b>31 - TRANSFER STA</b>	<b>305,772.00</b>	<b>0.00</b>	<b>305,772.00</b>	<b>180,326.13</b>	<b>0.00</b>	<b>125,445.87</b>
35 - CTRCT SVS WA	290,222.00	0.00	290,222.00	170,798.92	0.00	119,423.08
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	1,800.00	0.00	600.00
350 - PROF SVS TIP	172,197.00	0.00	172,197.00	101,221.66	0.00	70,975.34
351 - PROF SVS TW	39,750.00	0.00	39,750.00	18,450.55	0.00	21,299.45
352 - PROF SVS REC	7,350.00	0.00	7,350.00	5,491.11	0.00	1,858.89
355 - PROF SVS HAU	23,800.00	0.00	23,800.00	19,336.95	0.00	4,463.05
356 - PROF SVS HW	31,500.00	0.00	31,500.00	11,375.00	0.00	20,125.00
357 - PROF SVS HR	8,225.00	0.00	8,225.00	5,600.00	0.00	2,625.00
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	4,725.00	0.00	-4,725.00
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	1,427.50	0.00	2,072.50
580 - COMM	3,500.00	0.00	3,500.00	1,427.50	0.00	2,072.50
60 - SUPPLIES	2,950.00	0.00	2,950.00	1,589.92	0.00	1,360.08
610 - SUPPLIES	1,450.00	0.00	1,450.00	876.24	0.00	573.76
690 - PPG	1,500.00	0.00	1,500.00	713.68	0.00	786.32
90 - OTHER	1,000.00	0.00	1,000.00	540.00	0.00	460.00
920 - STATE FEES	500.00	40.00	540.00	540.00	0.00	0.00
930 - HEALTH & WEL	500.00	-40.00	460.00	0.00	0.00	460.00
<b>161 - PARKS &amp; REC</b>	<b>13,310.00</b>	<b>0.00</b>	<b>13,310.00</b>	<b>3,581.52</b>	<b>0.00</b>	<b>9,728.48</b>
<b>21 - RECREATION</b>	<b>8,510.00</b>	<b>0.00</b>	<b>8,510.00</b>	<b>2,906.86</b>	<b>0.00</b>	<b>5,603.14</b>

# Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>161 - PARKS &amp; REC CONT'D</b>					
40 - REPAIRS & MA	900.00	10.00	900.81	0.00	9.19
450 - EQUIPMENT	900.00	10.00	900.81	0.00	9.19
80 - ADVER, PRINT	500.00	-10.00	0.00	0.00	490.00
810 - ADVERTISE	500.00	-10.00	0.00	0.00	490.00
90 - OTHER	7,110.00	0.00	2,006.05	0.00	5,103.95
940 - REC PROGRAMS	6,860.00	0.00	1,969.10	0.00	4,890.90
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>674.66</b>	<b>0.00</b>	<b>4,125.34</b>
37 - CONT OUT	0.00	350.00	348.95	0.00	1.05
399 - CONT SYS OTH	0.00	350.00	348.95	0.00	1.05
50 - UTILITIES	4,800.00	-350.00	325.71	0.00	4,124.29
580 - COMM	4,800.00	-350.00	325.71	0.00	4,124.29
<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 CONN 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
978 - GMFR RESERVE	80,000.00	0.00	80,000.00	0.00	0.00
<b>11 - TOWN HALL</b>	<b>94,700.00</b>	<b>29,661.00</b>	<b>48,942.83</b>	<b>33,200.00</b>	<b>42,218.17</b>
33 - CONT PROF	94,700.00	0.00	42,442.83	26,700.00	25,557.17
310 - PROF SERV	56,500.00	0.00	29,467.83	26,700.00	332.17
320 - PROF SERV LE	32,700.00	0.00	7,475.00	0.00	25,225.00
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
<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 ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>186 - OUTS GMFR CONTRA</b>					
392 - GMFR CONTRAC	177,246.00	0.00	162,475.50	14,770.50	0.00
<b>191 - OTHER CIP</b>					
20,270.00	0.00	20,270.00	18,529.20	0.00	1,740.80
<b>11 - TOWN HALL</b>					
19,970.00	-31.00	19,939.00	18,198.33	0.00	1,740.67
70 - EQUIPMENT	19,970.00	-31.00	18,198.33	0.00	1,740.67
710 - COMP EQUIP	3,975.00	0.00	3,719.30	0.00	255.70
730 - OFFICE EQUIP	12,275.00	-1,111.00	9,679.03	0.00	1,484.97
790 - OTHER EQUIP	3,720.00	1,080.00	4,800.00	0.00	0.00
<b>31 - TRANSFER STA</b>					
300.00	31.00	331.00	330.87	0.00	0.13
70 - EQUIPMENT	300.00	31.00	330.87	0.00	0.13
790 - OTHER EQUIP	300.00	31.00	330.87	0.00	0.13
<b>195 - RSU # 57</b>					
0.00	5,503,499.35	5,503,499.35	5,044,874.45	458,624.90	0.00
<b>92 - RSU # 57</b>					
0.00	5,503,499.35	5,503,499.35	5,044,874.45	458,624.90	0.00
90 - OTHER	0.00	5,503,499.35	5,044,874.45	458,624.90	0.00
999 - MISC	0.00	5,503,499.35	5,044,874.45	458,624.90	0.00
<b>197 - COUNTY</b>					
0.00	300,389.91	300,389.91	300,389.91	0.00	0.00
<b>97 - COUNTY</b>					
0.00	300,389.91	300,389.91	300,389.91	0.00	0.00
90 - OTHER	0.00	300,389.91	300,389.91	0.00	0.00
999 - MISC	0.00	300,389.91	300,389.91	0.00	0.00
<b>199 - OVERLAY</b>					
0.00	55,445.65	55,445.65	15,046.14	0.00	40,399.51
<b>99 - NOT SPECIFIC</b>					
0.00	55,445.65	55,445.65	15,046.14	0.00	40,399.51
90 - OTHER	0.00	55,445.65	15,046.14	0.00	40,399.51
999 - MISC	0.00	55,445.65	15,046.14	0.00	40,399.51
<b>Final Totals</b>	<b>3,946,987.00</b>	<b>5,948,994.91</b>	<b>8,133,795.09</b>	<b>567,837.58</b>	<b>1,194,349.24</b>

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, June 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).



# ITEM #7: (b.) Agenda Request - Discussion for Snowmobile Club

**From:** [Brian](#)  
**To:** [Selectmen Board Clerk](#)  
**Subject:** Snowmobile club lease  
**Date:** Tuesday, May 2, 2023 11:45:17 AM

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It's been a while since any mention of the lease for the snowmobile club. We are asking for this to be put on the agenda, to be discussed at the next select board meeting.

Thank you  
Brian Dulong  
Club president

## ITEM #7: (d.) Davis Road Lease inquiry

**From:** [Angie Lewie](#)  
**To:** [Selectmen Board Clerk](#)  
**Cc:** [Office Admin](#)  
**Subject:** Davis Rd Lease  
**Date:** Friday, May 5, 2023 2:18:02 PM

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Hi Laurie,

We are inquiring to see if we are able to renew our lease of the Davis Road Pit for another 3 year term and are sending the new lease with the hopes of being considered ahead of the lease expiration on 06/30/23. We are open to a modification of the duration or terms, if required by the selectboard. Please let us know if this is agreeable, and if anything else is needed from us at this time.

Have a nice weekend!

Best,  
Angie Lewie  
Office Manager  
Steele Nickel Inc.

207-216-1600  
[www.steelenickel.com](http://www.steelenickel.com)

# ITEM #7: (e.) Rustic Dreams catering application renewal

RECEIVED

MAY 05 2023



**BUREAU OF ALCOHOLIC BEVERAGES AND  
LOTTERY OPERATIONS**  
Division of Liquor Licensing & Enforcement  
8 State House Station, Augusta, ME 04333-0008  
Phone: (207) 624-7220 or Fax: (207) 287-3434

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

## QUALIFIED CATERING SELF SPONSORED APPLICATION

Make check payable for \$700.00 to Treasurer State of Maine

Corporation Name: <i>Rustic Dreams Bar &amp; Venue</i>	Business Name (D/B/A) <i>Rustic Dreams Bar &amp; Venue LLC</i>
APPLICANT(S) (Sole Proprietor) <i>Shaunte Sevinjny</i>	Physical Location: <i>20 Rabbit Run</i>
DOB: <i>3/3/90</i>	City/Town State Zip Code <i>Lyman ME 04002</i>
Address	Mailing Address <i>043 Linneck rd</i>
City/Town State Zip Code	City/Town State Zip Code <i>Andover ME 04010</i>
Telephone Number Fax Number	Business Telephone Number Fax Number <i>(207) 991-1882</i>
Federal I.D. # <i>84-3162426</i>	Seller Certificate #: or Sales Tax #: <i>1217157</i>
Email Address: Please Print <i>Rustic Dreams 111@gmail</i>	Website:

1. Do you currently have a Qualified Caters License?

Yes  License #: 13381 Expiration date: 6/7/23  
No  You must also complete the On-Premise License Application.

Dated at: \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_  
City / Town Day Year

Signature(s) of Applicant(s) or Corporate Officer

Printed Name(s) of Applicant(s) or Corporate Officer

Signature(s) of Applicant(s) or Corporate Officer

Printed Name(s) of Applicant(s) or Corporate Officer





STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

TELEPHONE: (207) 624-7220  
FAX: (207) 287-3434  
EMAIL INQUIRIES: [maineliquor@maine.gov](mailto:maineliquor@maine.gov)

Thank you for your interested in becoming a licensed establishment to sell and serve alcoholic beverages in Maine. To avoid any delay in the processing of your application and the subsequent issuance of your liquor license, please use the following checklist to assist you in completing the application. If you are renewing your license, this checklist is useful as well.

- Your application has been completed in its entirety and is legible. For a renewal, please submit your application 30 days prior to the expiration date of your liquor license.
- Your application is signed and dated by a duly authorized person.
- The application is signed and approved by the Town or City Municipal Officers or County Commissioners.
- The license fee submitted is for the correct fee for the license class for which you are applying and includes the \$10.00 filing fee.
  - The check must be made payable to “Treasurer, State of Maine”; both the license and filing fees can be submitted on one check.
  - If the licensee/applicant(s) is in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- For a renewal, the dollar amount of your gross income for food, liquor and guest rooms, if applicable must be completed – see Section I.1
- A diagram of the facility to be licensed must accompany **all** applications whether for a new license or the renewal of an existing license
- If you are a registered business entity with the Maine Secretary of State’s office like a corporation or a limited liability company, you must complete Section VII of the application. This does not need to be completed if you are a sole proprietor.
- Have you applied for other required licensing from other state and federal agencies? See attached list.

**Important** – all applications whether for a new license or to renew an existing license for an on-premises liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places to have their application approved and signed prior to submitting it to the Bureau for further consideration.

The address to send your completed application to:

1. Mailing address:

Bureau of Alcoholic Beverages and Lottery Operations  
Division of Liquor Licensing and Enforcement  
8 State House Station  
Augusta, ME 04333-0008

2. Courier/overnight address:

Bureau of Alcoholic Beverages and Lottery Operations  
Division of Liquor Licensing and Enforcement  
19 Union Street, Suite 301-B  
Augusta, ME 04330

**The following licenses/permits may be required prior to be licensing as an on-premises licensee with the Bureau**

<b>Obtained ✓</b>	<b>License/Permit</b>	<b>State/Federal Agency to Contact</b>	<b>Telephone Number</b>	<b>Physical Location</b>
	Seller Certificate or Sales Tax Number	Maine Revenue Services <a href="http://www.maine.gov/revenue">www.maine.gov/revenue</a>	(207) 624-9693	51 Commerce Dr, Augusta
	Health License	Health and Human Services <a href="http://www.maine.gov/dhhs">www.maine.gov/dhhs</a>	(207) 287-5671	286 Water St, 3 <sup>rd</sup> floor, Augusta
	Victualer's License	Municipality where premise is located.	Contact your town office or county office	Contact your town office or county office
	Shellfish License	Marine Recourses <a href="http://www.maine.gov/dmr">www.maine.gov/dmr</a>	(207) 624-6550	<ul style="list-style-type: none"> <li>• 32 Blossom Lane, Augusta</li> <li>• 194 McKown Point Rd, West Boothbay Harbor</li> <li>• Lamoine State Park, Lamoine</li> <li>• 650 State St, Bangor</li> <li>• 317 Whitneyville Rd, Jonesboro</li> </ul>
	Dance or Entertainment License	Fire Marshall's Office <a href="http://www.maine.gov/dps/fmo">www.maine.gov/dps/fmo</a>	(207) 626-3882	45 Commerce Drive, Suite 1, Augusta
	Federal I.D. Number	<a href="http://www.irs.gov">www.irs.gov</a>	(800) 829-4933	
	Legal business names for corporations and limited liability companies and "Doing Business As" Names (assumed names)	Secretary of State, Bureau of Corporations, Elections and Commissions <a href="http://www.maine.gov/sos/cec">www.maine.gov/sos/cec</a>	(207) 624-7752	111 Sewall St, 3 <sup>rd</sup> Fl, Augusta
	Retail Beverage Alcohol Dealers Permit	Alcohol and Tobacco Tax and Trade Bureau (TTB) <a href="https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers">https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers</a>	(877) 882-3277	



4. Indicate the type of license applying for: (choose only one)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Restaurant<br>(Class I, II, III, IV)  | <input type="checkbox"/> Class A Restaurant/Lounge<br>(Class XI)         | <input type="checkbox"/> Class A Lounge<br>(Class X)  |
| <input type="checkbox"/> Hotel<br>(Class I, II, III, IV)   | <input type="checkbox"/> Hotel – Food Optional<br>(Class I-A)            | <input type="checkbox"/> Bed & Breakfast<br>(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)<br>(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary                                       | <input type="checkbox"/> Mobile Cart                  |
| <input type="checkbox"/> Tavern<br>(Class IV)  | <input type="checkbox"/> Other: _____                                    |   |
| <input checked="" type="checkbox"/> Qualified Caterer  | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) |   |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

1043 Limerick Rd Andover ME 04010

6. Is the licensee/applicant(s) citizens of the United States?  Yes  No

7. Is the licensee/applicant(s) a resident of the State of Maine?  Yes  No

**NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.**

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes  No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes  No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes  No

If yes, please provide details: \_\_\_\_\_  
 \_\_\_\_\_

11. Do you own or have any interest in any another Maine Liquor License?  Yes  No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Shawnte Serigny	3/3/90	Maine Medical Portland, ME

Residence address on all the above for previous 5 years

Name	Address:
Shawnte Serigny	1013 Limerick rd Amundell ME 04016
Name	Address:
Name	Address:
Name	Address:

13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes  No

If Yes, provide name of law enforcement officer and department where employed:

\_\_\_\_\_

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States?  Yes  No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?  Yes  No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

16. Has the licensee/applicant(s) formerly held a Maine liquor license?  Yes  No

17. Does the licensee/applicant(s) own the premises?  Yes  No

If No, please provide the name and address of the owner:

Keith Senigny - 1043 Limerick Rd Arundel, ME 04046

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: \_\_\_\_\_

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Inside Venue  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20. What is the distance from the premises to the **nearest** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: \_\_\_\_\_

Distance: \_\_\_\_\_

**Section II: Signature of Applicant(s)**

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

*Please sign and date in blue ink.*

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Duly Authorized Person

\_\_\_\_\_  
Signature of Duly Authorized Person

\_\_\_\_\_  
Printed Name Duly Authorized Person

\_\_\_\_\_  
Printed Name of Duly Authorized Person

**Section III: For use by Municipal Officers and County Commissioners only**

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: \_\_\_\_\_

Who is approving this application?  Municipal Officers of \_\_\_\_\_

County Commissioners of \_\_\_\_\_ County

- Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of  
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

**1. Hearings.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

**A.** The bureau shall prepare and supply application forms.



**B.** The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

**C.** If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

**D.** If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

**2. Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

**A.** Conviction of the applicant of any Class A, Class B or Class C crime;

**B.** Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

**C.** Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

**D.** Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

**D-1.** Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

**E.** A violation of any provision of this Title;

**F.** A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

**3. Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

**5. Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

#### **Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine**

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
  - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its [Retail Beverage Alcohol Dealers](https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers) permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

## Section V: Fee Schedule

**Filing fee required.** In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

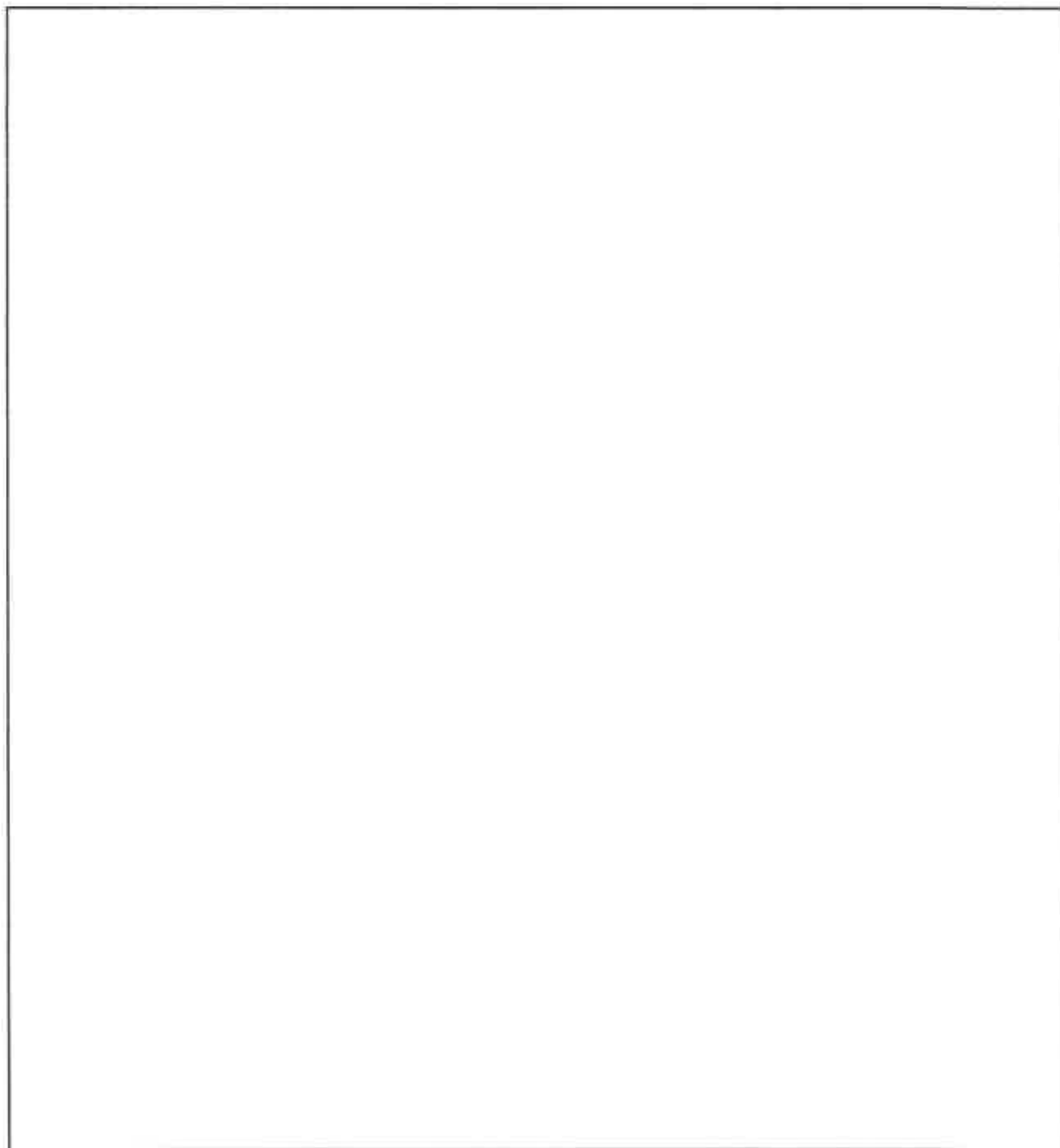
**Please note:** For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

<b>Class of License</b>	<b>Type of liquor/Establishments included</b>	<b>Fee</b>
<b>Class I</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
<b>Class I-A</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only hotels that do not serve three meals a day.	\$1,100.00
<b>Class II</b>	<b>For the Sale of Spirits Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
<b>Class III</b>	<b>For the Sale of Wine Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
<b>Class IV</b>	<b>For the Sale of Malt Liquor Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
<b>Class III and IV</b>	<b>For the Sale of Malt Liquor and Wine Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
<b>Class V</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Club without catering privileges.	\$ 495.00
<b>Class X</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Class A Lounge	\$2,200.00
<b>Class XI</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Restaurant Lounge	\$1,500.00

## Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

A large, empty rectangular box with a thin black border, intended for the applicant to draw and label their premises floor plan. The box is currently blank.

**Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities**

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

*All Questions Must Be Answered Completely. Please print legibly.*

1. Exact legal name: Shawnte Marie Sevigny
2. Doing Business As, if any: Rustic Dreams Bar + Venue LLC
3. Date of filing with Secretary of State: \_\_\_\_\_ State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
\_\_\_\_\_
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Shawnte Sevigny	1043 Limerick Rd Arundel ME 04006	3/3/90	managing member	100%

(Ownership in non-publicly traded companies must add up to 100%.)

# ITEM #7: (f. & g.) Committee Applications

## Committee Applications

### **Bunganut Park Committee**

William P Single

Michelle Felicitti

Holy Hart

Karen Kane

Kevin Veilleux

### **IT Committee**

William P Single

Nigel Sampson

Michelle Felicitti