

Town of Lyman
Select Board Regular Meeting Agenda
Tuesday June 20th, 2023 – Lyman Town Hall

Welcome to the June 20th, 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. Select Board Vote a Chair and Vice Chair

EXECUTIVE SESSION

1.M.R.S.A §405 (A) Personnel Matters

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 6/5/2023.

ITEM #4 **SIGN WARRANTS**

- a. Payroll Warrant #52 in the amount of **\$50,798.77**
- b. Accounts Payable Warrant #53 (FY2023) in the amount of **\$132,058.36**

ITEM #5 **UNFINISHED BUSINESS**

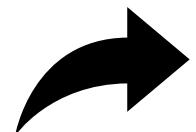
- a. Franchise Agreement – Review Draft Ordinance. Schedule Public Hearing. – Discussion from last meeting, item tabled.
- b. RFPs for ARPA funded projects. Bunganut Ball Field, Transfer Station, Kennebunk Pond – Discussion, next steps, updates, if any.
- c. RFPs for Architect Engineer/ Town Hall Expansion – Review updates
- d. David Corbet – Discussion regarding advertising swim lessons at Kennebunk Pond Tabled from last meeting to review ordinances and check with CEO department.
- e. Discuss if closing Town Hall July 3rd and if holding Select Board meeting.
- f. Approve Directive for CEO, Discussed at last meeting.

ITEM #6 **DEPARTMENT AND COMMITTEE REPORTS**

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

ITEM #7 **NEW BUSINESS**

- a. Discuss results of Annual Town Meeting June 15th, 2023
- b. Schedule Special Town Meeting for Budget Committee Vacancies
- c. Board review – Road Commissioner Job opening



- d. Committee Application Received – Planning Board (2 applications)
- e. Committee Application Received – Cemetery Committee
- f. Review/Approve Field Use Request Form for S.M.A.S.H
- g. Review/Approve Application for an on-premises license : Town Line Restaurant
 - o Request to waive public hearing

OTHER

ADJOURN

ITEM #3: (a.) Minutes

Town of Lyman
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Monday June 5th, 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

- a. [Public Hearing regarding warrant articles 42 & 43 for Annual Town Meeting scheduled June 15th, 2023](#)

The Select Board opens the public hearing at 6:00pm. There is no public comment. The public hearing closes at 6:05pm.

EXECUTIVE SESSION

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

Jessica Picard – Motions to go into executive session for 1.MRSA 405 (C) Real or Personal Property Matters

Jessica Picard – Motions to come out of executive session. John Tibbetts seconds. Motions passes: 4-0-0

The board comes out of executive session at 6:30pm.

[1.M.R.S.A §405 \(E\) Attorney/ legal matters](#)

Jessica Picard – Makes a motion to go into executive session 1.MRSA 405 (E) Attorney/ Legal Matters

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

Jessica Picard – Motions to waive interest and fees in the amount of \$777.50 on account number 1904 with the principle due no later than this Wednesday June 7th, 2023.

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

ITEM #2 HEARING OF DELEGATIONS / PUBLIC INPUT

- a. [David Corbet – Discussion regarding advertising swim lessons at Kennebunk Pond](#)

David Corbet – Explains he is interested in posting a small sign at the Kennebunk Pond advertising his business of swimming and boating lessons. The Lessons are provided at his home located on Pines Rd. There is more information about what he is proposing at davidcorbet.org. The sign would be left there seasonally, and he would be responsible for setting it up and taking it down. Because the beach is owned by the Town of Lyman he is requesting the board’s permission.

David Alves – States we should consult with the Kennebunk Pond Beach committee, the association and the CEO in regards to whether or not there needs to be a business license or site walk, etc.

Brenda Charland – Recommends looking into the change of use for the property owner’s property.

David Alves – **Motions to table this and look into all avenues of how or if this could be done.**

Jessica Picard – **Seconds the motion.**

John Tibbetts – **Asks about the class size.**

Davit Corbet – **States class sizes are small, about five people.**

David Alves – **Suggests Mr. Corbet contact the Planning Board and get this on their agenda.**

Motion passes: 4-0-0

- b. [Public Input – Public in attendance will have up to 5 minutes to address the Board. Please use the podium to address the board.](#)

Gary Milliard – States the RFP for Bunganut Field Side regarding Earth Works did not specify the elevation of the parking area or any other specifications of the project. He is a contractor and wanted to bid on this but was unable to put together a proposal.

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Steve Lord – States he is with the Lyman Historical Society. He has provided to the Board a display that details the first Town Meeting occurring 243 years ago on June 5th. This was back when Lyman was known as Coxhall. The display board features the members of the Select Board, Town Clerk, Police Chief, and other public servants of the Town.

Mike Sukalas – States the board asked for the snowmobile club to bring their members to a meeting then he was later called a liar. There were statements that the building was in good shape, then later it was in disrepair. The board shut down a trail and the club had to pay 3,000 to open a new trail.

David Alves – Clarifies the board was asking for the membership rolls and information about the club.

- c. [Mail](#) •York County Budget Memo •Email
- d. [Complaints](#)

ITEM #3

MINUTES

- a. [Review / Approve meeting minutes 5/15/2023.](#)

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

ITEM #4

SIGN WARRANTS

- a. [Payroll Warrant #50 in the amount of \\$24,489.87](#)

David Alves - Motions to approve. Jessica Picard seconds. Motion passes: 4-0-0

- b. [Accounts Payable Warrant #51 \(FY2023\) in the amount of \\$607,725.36](#)

Jessica Picard – Motions to approve. John Tibbetts seconds. Motion passes: 4-0-0

ITEM #5

UNFINISHED BUSINESS

- a. [Franchise Agreement – Review Draft Ordinance. Schedule Public Hearing.](#)

John Tibbetts – States the franchise fee shows up on the gross bill. This ordinance will affect a lot of residents in Town. He would like to see more input on it.

David Alves – States the cable company will take that percentage of franchise fee if the Town doesn't take it.

Ralph Blackington – States it was explained to the board there is a market cap on charging the subscribers. If the Town does not have a franchise fee, the cable company will add that charge to the subscribers anyways.

David Alves – States the franchise fee is not another tax. It may look that way because the cable company can write it in the bill to look like a tax.

Ralph Blackington – States he remembers Tony saying phone companies had special loopholes. He doesn't think the fee goes to the gross bill.

Jessica Picard – States we can contact Tony to address some of these questions.

- b. [Open RFPs for ARPA funded projects. Bunganut Ball Field, Transfer Station, Kennebunk Pond](#)

David Alves – Makes a motion not to open the RFPs for Earthworks at Bunganut Ball Field until the board can clarify the scope of work.

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

RFPs Received:

- **RFP Bunganut Park Sports Field Complex – Well Drilling: No bids received.**

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- **RFP Bunganut Park Sports Field Complex – Concession Stand:**

- **BD Carpentry**

Item 1:	\$3,500
Item 2:	\$2,940
Item 3:	\$4,990
TOTAL BID	<u>\$11,390</u>

- **KCB Landscaping**

Item 1:	\$3,300
Item 2:	\$3,674
Item 3:	\$3,850
TOTAL BID	<u>\$12,024</u>

- **RFP Transfer Station – General Contracting**

- **TCD Construction Inc**

Item 1:	\$19,708
Item 2:	\$30,485
Item 3:	\$22,000
Item 4:	\$-

Note: Base bid, site, gen cond, structure \$245,922
TOTAL BID **\$318,185**

- **Dan cause Construction**

Item 1:	\$46,500
Item 2:	\$82,100
Item 3:	\$23,350
Item 4:	\$111,800
TOTAL BID	<u>\$263,750</u>

- **RFP Transfer Station – Electrical Work**

- **Bana Corp**

Item 1:	\$6,767
Item 2:	\$31,122
TOTAL BID	<u>\$37,889</u>

- **Electrical Controls of Maine**

Item 1:	\$14,372
Item 2:	\$23,120
TOTAL BID	<u>\$36,492</u>

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- **RFP Kennebunk Pond Beach – Landscape Improvements**

- **Salmon Falls Nursery & Landscaping**

- TOTAL BID** **\$189,980**

- **GT Scapes**

- TOTAL BID** **\$110,142.55**

(Note from bidder: All plantings. Excluding trees, are quoted from plant schedule and divided between parking and beach access areas until actual placement locations from LA)

- **Electrical Controls of Maine**

- TOTAL BID** **\$10,000**

(Note: Only “Pedestrian Signal Tower” item was quoted for both beach access and parking area)

David Alves – Recommends re-evaluating the scope of work for Kennebunk Pond Beach and determine if some things can be reduced. They will need to go back out to bid if the scope of work changes.

Jessica Picard – Recommends having Brad Nikel review bids received for the transfer station.

Ralph Blackington – States he will review bids received for the Sports Field Complex.

No bids were awarded.

ITEM #6

DEPARTMENT AND COMMITTEE REPORTS

a. **Road Commissioner** –

Brad Nikel – States ditching had been completed on Rustic Lane and Walker Road. A culvert is being replaced on Howitt Road. Sweeping is all complete. Striping is scheduled in about two weeks. The salt contract is done and came in \$1 per ton less than the last contract.

b. **Fire Chief** –

Matt Duross – States there are no new updates from last meeting.

c. **CEO** –

Brenda Charland – States the Planning Board met with SMPDC in a workshop regarding LD2003. Based off that meeting she found that Lyman was not terribly out of compliance with LD2003. There are two issues she would like the board to consider. One is there are a lot of additional dwelling unit applications coming in and with the current ordinance she can only approve an ADU on a conforming lot. The state says we need to permit any lot with a residence on it provided they meet the criteria for setbacks, septic, etc. The other is the Ordinance requires meeting double density requirements for ADU, however with LD2003 this will no longer apply. SMPDC recommended lots with ADUs can never be subdivided so people can't try to circumvent subdivision regulations. As far as a shoreland zone residence, because of the size of these parcels, they would still have to meet all the dimensional requirements and most of them couldn't fit more dwelling units and meet the standard requirements. She requests a directive from the board on the first two matters.

d. **Tax Clerk** –

e. **Treasurer** – **Expense Report 6-1-23** – reviewed in agenda packet

f. **Town Hall Expansion Committee** –

David Alves – Verifies we are still reviewing the bids that came in and waiting for follow up from one of the bidders.

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g. Other - none

ITEM #7

NEW BUSINESS

a. [Animal Welfare agreement, review/approve](#)

Jessica Picard – Motions to approve the Animal Shelter Agreement with the Animal Welfare Society.

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

b. [Reschedule meeting June 19th, due to holiday.](#)

Discussion with the Board. Town Hall will be closed June 19th, 2023 and the Select Board meeting will follow on June 20th.

c. [Discuss July 4 holiday, Town Hall closures](#)

Lindsay Gagne – Explains some Towns are giving the option to close on Monday July 3rd and allow employees to use PTO time.

Some discussion with the board to get more input from employees offering a half day and determining if the Select Board will keep their meeting scheduled on July 3rd.

Jessica Picard – Makes a motion to table this to the next meeting.

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

d. [Committee Request for AV/IT Equipment Use – Bunganut Committee: Michelle Felicitti](#)

Jessica Picard – Motions to approve Michelle Felicitti from the Bunganut Park Committee access to use the AV equipment for recoding meetings.

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

e. [Review/ Approve Acceptable Use Policy](#)

Jessica Picard – Recommends removing from the last page “without prior warning or notice” and suggests changing passwords every 180 days vs 90 days.

Lindsay Gagne – Suggests setting up a training to review this agreement with employees and committee members and address some of the changes.

Jessica Picard – Motions to approve the Acceptable Use Agreement with the above changes noted to strike out “without prior warning or notice” and changing passwords every 180 days vs 90 days.

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

f. [Committee Application Received – Bunganut Park Committee \(2 applicants\)](#)

Jessica Picard - Makes a motion to appoint Holly Wooldridge and Liz Mitchell to the Bunganut Park Committee

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

g. [Committee Application Received – Parks and Recreation Committee](#)

Jessica Picard – Makes a motion to appoint Tracie Cyr to the Parks and Recs Committee

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

h. [Committee Application Received – Ordinance Review Committee](#)

Lindsay Gagne – States there are no vacancies on the committee at this time, however any applicants interested will go in a pool of applicants, should a vacancy occur. We’ve reached out to the Ordinance review committee to address coordinating meetings and if there is an issue with attendance then to bring that to the board to discuss next steps moving forward.

Jessica Picard – States she wouldn’t mind reaching out the ORC chair to help address any possible issues.

David Alves – Makes a motion to approve Jessica Picard as a liaison to the Ordinance Review Committee.

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

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i. **Review/Appoint Election Clerks**

•Susan Locke, Lorna Henley, Carol Baker-Roux, Kerry Jo Sampson, Joanne Ricker, Jennifer Croteau, Michelle Tate

Jessica Picard – Makes a motion to appoint the following election clerks; Susan Locke, Lorna Henley, Carol Baker-Roux, Kerry Jo Sampson, Joanne Ricker, Jennifer Croteau, Michelle Tate

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

OTHER

Lindsay Gagne – States the board will need to decide if they are going to close the Town Hall at 3:00pm on June 30th so we can process end of fiscal years processing.

Jessica Picard – Motions to approve closing the Town Hall at 3:00pm June 30th, 2023 for year end processing.

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

EXECUTIVE SESSION

1.M.R.S.A §405 (A) Personnel Matters

Jessica Picard – Motions to go into executive session per 1.MRSA 405 (A) Personnel Matters

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

Jessica Picard – Motions to come out of executive session. David Alves seconds. Motion passes: 4-0-0

ADJOURN

Jessica Picard – Motions to adjourn. John Tibbetts seconds. Motion passes: 4-0-0

Ralph “Ralph” Blackington

Amber Swett

Thomas Hatch

Jessica Picard

Victoria Gavel

I, Lindsay Gagne, Clerk to the Select Board of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of 6 pages are the original minutes of the Board of Selectmen Regular Meeting dated June 5th, 2023

Lindsay Gagne

ITEM #4: (a.) Payroll Warrant

LYMAN
10:13 AM

Payroll Check Register

Pay Date: 06/14/2023

06/08/2023
Page 1

Check	D / D	Check	Amount	Date	Employee
Employee Checks					
1	4,700.61	0.00	4,700.61	06/14/23	014 DAVID R ALVES
2	1,457.70	0.00	1,457.70	06/14/23	79 SUSAN J BELLEROSE
3	2,248.56	0.00	2,248.56	06/14/23	011 RALPH A BLACKINGTON
4	117.12	0.00	117.12	06/14/23	032 DANA A CARTER
5	1,896.08	0.00	1,896.08	06/14/23	029 BRENDA D CHARLAND
6	1,443.38	0.00	1,443.38	06/14/23	12 MARCEL DESROSIERS
7	1,324.86	0.00	1,324.86	06/14/23	028 LINDSAY GAGNE
8	1,852.72	0.00	1,852.72	06/14/23	016 LAURIE L GONSKA
9	2,428.13	0.00	2,428.13	06/14/23	05 SHIRLEY A HARRISON
10	864.26	0.00	864.26	06/14/23	03 HOLLY L HART
11	1,957.51	0.00	1,957.51	06/14/23	018 THOMAS F HATCH
12	256.42	0.00	256.42	06/14/23	007 THOMAS M HOLLAND
13	514.76	0.00	514.76	06/14/23	019 HOLLI L HUTCHINS
14	240.50	0.00	240.50	06/14/23	030 EILEEN D KELLY
15	1,521.44	0.00	1,521.44	06/14/23	015 JEANETTE E LEMAY
16	738.51	0.00	738.51	06/14/23	036 JULIE LEMIEUX
17	1,222.20	0.00	1,222.20	06/14/23	041 RANDALL L MURRAY
18	839.78	0.00	839.78	06/14/23	005 BRADLEY J NIKEL
19	1,557.18	0.00	1,557.18	06/14/23	68 PRISCILLA L OUELLETTE
20	3,530.23	0.00	3,530.23	06/14/23	040 JESSICA PICARD
21	338.40	0.00	338.40	06/14/23	19 BRIAN D. RACICOT
22	485.92	0.00	485.92	06/14/23	002 DAVID W RILEY
23	93.01	0.00	93.01	06/14/23	020 DAVID H SANTORA
24	921.65	0.00	921.65	06/14/23	053 AMBER M SWETT
25	1,175.15	0.00	1,175.15	06/14/23	26 JOHN E. TIBBETTS
26	292.79	0.00	292.79	06/14/23	40 RAYMOND J VALLIERE
27	1,516.77	0.00	1,516.77	06/14/23	76 PAULINE F WEISS
Total	35,535.64	0.00	35,535.64		
Direct Deposit Checks					
28	0.00	35,535.64	35,535.64	06/14/23	D / D 1 BIDDEFORD SAVINGS BANK
Total	0.00	35,535.64	35,535.64		
Trust & Agency Checks					
29	0.00	11,209.88	11,209.88	06/14/23	T & A 1 I.R.S.
30	0.00	1,021.96	1,021.96	06/14/23	T & A 3 ICMA
31	0.00	1,823.36	1,823.36	06/14/23	T & A 2 MAINE REVENUE SERVICES
32	0.00	1,207.93	1,207.93	06/14/23	T & A 9 MPERS
Total	0.00	15,263.13	15,263.13		

Check D / D Check Amount Date Employee

Summary

Checks:	Regular	0.00	27
	D / D	35,535.64	1
	Employee	35,535.64	
	T & A	15,263.13	4
	Voided		0
	Total	50,798.77	32

Payroll Warrant

Pay Date: 06/14/2023

**** REPRINT ****

WARRANT: 52

Check	D / D	Check	Employee	Gross Pay
1	4,700.61	0.00	014 DAVID R ALVES	5,090.00
2	1,457.70	0.00	79 SUSAN J BELLEROSE	2,067.38
3	2,248.56	0.00	011 RALPH A BLACKINGTON	2,827.50
4	117.12	0.00	032 DANA A CARTER	126.82
5	1,896.08	0.00	029 BRENDA D CHARLAND	2,775.14
6	1,443.38	0.00	12 MARCEL DESROSIERS	1,865.72
7	1,324.86	0.00	028 LINDSAY GAGNE	1,737.50
8	1,852.72	0.00	016 LAURIE L GONSKA	2,913.46
9	2,428.13	0.00	05 SHIRLEY A HARRISON	3,410.00
10	864.26	0.00	03 HOLLY L HART	990.00
11	1,957.51	0.00	018 THOMAS F HATCH	2,545.00
12	256.42	0.00	007 THOMAS M HOLLAND	286.85
13	514.76	0.00	019 HOLLI L HUTCHINS	568.47
14	240.50	0.00	030 EILEEN D KELLY	263.69
15	1,521.44	0.00	015 JEANETTE E LEMAY	2,405.15
16	738.51	0.00	036 JULIE LEMIEUX	997.50
17	1,222.20	0.00	041 RANDALL L MURRAY	1,852.26
18	839.78	0.00	005 BRADLEY J NIKEL	1,458.00
19	1,557.18	0.00	68 PRISCILLA L OUELLETTE	1,697.00
20	3,530.23	0.00	040 JESSICA PICARD	5,090.00
21	338.40	0.00	19 BRIAN D. RACICOT	421.99
22	485.92	0.00	002 DAVID W RILEY	526.17
23	93.01	0.00	020 DAVID H SANTORA	100.71
24	921.65	0.00	053 AMBER M SWETT	998.00
25	1,175.15	0.00	26 JOHN E. TIBBETTS	1,272.50
26	292.79	0.00	40 RAYMOND J VALLIERE	317.05
27	1,516.77	0.00	76 PAULINE F WEISS	2,186.54
28	0.00	35,535.64	D / D 1 BIDDEFORD SAVINGS BANK	
29	0.00	11,209.88	T & A 1 I.R.S.	
30	0.00	1,021.96	T & A 3 ICMA	
31	0.00	1,823.36	T & A 2 MAINE REVENUE SERVICES	
32	0.00	1,207.93	T & A 9 MPERS	

Payroll Warrant

Pay Date: 06/14/2023

**** REPRINT ****

WARRANT: 52

Check	D / D	Check	Employee	Gross Pay
Total	35,535.64	50,798.77		46,790.40

Put into A/P	15,978.34
Taken out of A/P	(15,263.13)
Total Payroll	51,513.98

<u>Count</u>	
Checks	32

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

RALPH BLACKINGTON
THOMAS HATCH
JESSICA PICARD
VICTORIA GAVEL
AMBER SWETT

ITEM #4: (b.) AP Warrant

Lyman
8:45 AM

A / P Check Register

Bank: BIDDEFORD SAVINGS

06/15/2023
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	9812	148.00	06/02/23	53	0643 TREASURER, STATE OF MAINE
P	9813	14,553.31	06/02/23	53	0647 TREASURER, STATE OF MAINE
P	9814	22,431.11	06/05/23	53	0569 SECRETARY OF STATE
P	9815	13,855.35	06/12/23	53	0569 SECRETARY OF STATE
R	9816	93.52	06/20/23	53	0218 AMAZON CAPITAL SERVICES
R	9817	716.30	06/20/23	53	0135 ANTHONY E. VIGUE
R	9818	5,100.00	06/20/23	53	0335 C.I.A. SALVAGE INC
R	9819	32.00	06/20/23	53	0994 CINTAS CORPORATION- # 758
R	9820	750.00	06/20/23	53	0133 DAVID W. RILEY
R	9821	992.19	06/20/23	53	0151 DAYTON SAND & GRAVEL, CO.,INC.
R	9822	89.90	06/20/23	53	0090 DOWNEAST FLOWERS
R	9823	300.00	06/20/23	53	0166 E.T.P ELECTRICIANS
R	9824	14,395.06	06/20/23	53	0500 ECOMAINE
R	9825	1,170.00	06/20/23	53	0006 ELM STREET VAULT INC
R	9826	4,900.00	06/20/23	53	0025 GERARD EXCAVATION, INC.
R	9827	49.17	06/20/23	53	0147 GONETSPEED
R	9828	113.72	06/20/23	53	0236 GOODWINS MILLS GENERAL STORE
R	9829	525.80	06/20/23	53	0072 GWI
R	9830	20,905.18	06/20/23	53	0650 HARRIS COMPUTER
R	9831	80.00	06/20/23	53	0138 HUB INTERNATION NEW ENGLAND LLC
R	9832	20.25	06/20/23	53	0322 KENNEBUNK LIGHT & POWER DISTRICT
R	9833	174.00	06/20/23	53	0969 LINDY FIRE EQUIPMENT CO.
R	9834	10,969.68	06/20/23	53	0376 M M E H T
R	9835	71.12	06/20/23	53	0622 MAINETODAY MEDIA
R	9836	44.00	06/20/23	53	0005 PETTY CASH
R	9837	299.00	06/20/23	53	0394 PLUMMERS HARDWARE
R	9838	24.00	06/20/23	53	0502 REGISTRY OF DEEDS
R	9839	170.00	06/20/23	53	0812 RICHARD HULL, III
R	9840	25.28	06/20/23	53	0573 SHIRLEY HARRISON
R	9841	1,008.69	06/20/23	53	0580 SMPDC
R	9842	13,975.00	06/20/23	53	0264 SOULIERE SERVICES LLC
R	9843	97.98	06/20/23	53	0224 SPECTRUM/TIME WARNER CABLE
R	9844	117.69	06/20/23	53	0148 VERIZON WIRELESS
R	9845	47.49	06/20/23	53	0985 WARRENS OFFICE SUPPLIES
R	9846	1,035.00	06/20/23	53	0021 WATERBORO REPORTER
P	9999	1,681.92	06/20/23	53	0091 CENTRAL MAINE POWER, INC.
P	88889	89.94	06/20/23	53	0140 WEX BANK
P	99999	499.52	06/20/23	53	0095 CARDMEMBER SERVICE
P	99999	15.99	06/20/23	53	0095 CARDMEMBER SERVICE
P	99999	462.00	06/20/23	53	0095 CARDMEMBER SERVICE
P	99999	22.00	06/20/23	53	0095 CARDMEMBER SERVICE
P	99999	7.20	06/20/23	53	0095 CARDMEMBER SERVICE
Total		132,058.36			

Count	
Checks	42
Voids	0

Warrant 53

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00218 AMAZON CAPITAL SERVICES						
0696	9816	06	SUPPLIES		1V6D-YDWR-161Q	
SUPPLIES			E 110-11-60-610		29.33	0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-		29.33	
0696	9816	06	SUPPLIES		1Y9R-1PKQ-HXXV	
SUPPLIES			E 110-11-60-610		64.19	0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-		64.19	
			Vendor Total-		93.52	
00135 ANTHONY E. VIGUE						
0696	9817	06	SERVICES		230602	
SERVICES			E 181-11-33-310		716.30	0.00
			CONT PROF / PROF SERV			
			Vendor Total-		716.30	
00335 C.I.A. SALVAGE INC						
0696	9818	06	HAULING		4020	
MSW HAULING			E 150-31-35-355		2,450.00	0.00
			CTRCT SVS WA / PROF SVS HAU			
WOOD/BULKY HAULING			E 150-31-35-356		1,400.00	0.00
			CTRCT SVS WA / PROF SVS HW			
RECYCLE HAULING			E 150-31-35-357		700.00	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			
			Vendor Total-		5,100.00	
00095 CARDMEMBER SERVICE						
0696	99999	06	STAMPS		060923	
STAMPS			E 110-11-60-650		499.52	0.00
			SUPPLIES / POSTAGE			
			Invoice Total-		499.52	
0696	99999	06	ZOOM		205805366	
ZOOM			E 110-11-32-310		15.99	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		15.99	
0696	99999	06	MICROSOFT		E0600NRRUC	
MICROSOFT			E 110-11-32-310		462.00	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		462.00	
0696	99999	06	MICROSOFT		E0600NRY7N	
MICROSOFT			E 110-11-32-310		22.00	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		22.00	
0696	99999	06	MICROSOFT		E0600NRY7M	
MICROSOFT			E 110-11-32-310		7.20	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		7.20	
			Vendor Total-		1,006.71	

Warrant 53

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00091 CENTRAL MAINE POWER, INC.						
0696	9999	06	ELECTRICITY		401000025832	
3501-2118-408			E 147-22-50-560		122.21	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		21.73	0.00
			UTILITIES / ELECTRICITY			
3501-6854-669			E 147-31-50-560		231.33	0.00
			UTILITIES / ELECTRICITY			
3501-2614-331			E 147-51-50-560		641.78	0.00
			UTILITIES / ELECTRICITY			
3501-6858-561			E 147-21-50-560		20.16	0.00
			UTILITIES / ELECTRICITY			
3501-2989-030			E 147-11-50-560		570.06	0.00
			UTILITIES / ELECTRICITY			
3001-3752-495			E 147-21-50-560		47.23	0.00
			UTILITIES / ELECTRICITY			
Vendor Total-					1,681.92	
00994 CINTAS CORPORATION- # 758						
0696	9819	06	13117643		4158449460	
RUGS-TH			E 141-11-31-310		32.00	0.00
			CTRCT SVS BL / PROF SVS			
Vendor Total-					32.00	
00133 DAVID W. RILEY						
0696	9820	06	SERVICES		2022-563	
MOVE VOTING BOOTHS			E 110-13-39-399		350.00	0.00
			CONT SVS OTH / OTHER			
Invoice Total-					350.00	
0696	9820	06	SERVICES		2022-564	
ROADS REPAIRS/MAINT			E 131-51-40-483		400.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
Invoice Total-					400.00	
Vendor Total-					750.00	
00151 DAYTON SAND & GRAVEL, CO., INC.						
0696	9821	06	52800		254430	
52800			E 131-51-40-483		675.70	0.00
			REPAIRS & MA / RDS/REPAIRS			
Invoice Total-					675.70	
0696	9821	06	52800		254387	
52800			E 131-51-40-483		316.49	0.00
			REPAIRS & MA / RDS/REPAIRS			
Invoice Total-					316.49	
Vendor Total-					992.19	
00090 DOWNEAST FLOWERS						
0696	9822	06	ARRANGEMENT		183895	
ARRANGEMENT			E 110-11-60-610		89.90	0.00
			SUPPLIES / SUPPLIES			
Vendor Total-					89.90	
00166 E.T.P ELECTRICIANS						

Warrant 53

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0696	9823	06	PHOTO CELL		052623	
PHOTO CELL			E 726-86-90-999		300.00	0.00
			KENNEB / RESERVES - OTHER / MISC			
			Vendor Total-		300.00	
00500 ECOMAINE						
0696	9824	06	LYMAN		053123	
LYMAN01 MSW			E 150-31-35-350		11,607.05	0.00
			CTRCT SVS WA / PROF SVS TIP			
			Invoice Total-		11,607.05	
0696	9824	06	BULKY		053123	
BULLYMAN01 OBW-WOOD			E 150-31-35-351		2,142.26	0.00
			CTRCT SVS WA / PROF SVS TW			
			Invoice Total-		2,142.26	
0696	9824	06	RECYCLE		053123	
RECYCLE			E 150-31-35-352		645.75	0.00
			CTRCT SVS WA / PROF SVS REC			
			Invoice Total-		645.75	
			Vendor Total-		14,395.06	
00006 ELM STREET VAULT INC						
0696	9825	06	CULVERTS		38477	
CULVERTS			E 131-51-40-483		1,170.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
			Vendor Total-		1,170.00	
00025 GERARD EXCAVATION, INC.						
0696	9826	06	HOWITT RD REPAIRS		060923	
HOWITT RD REPAIRS			E 131-51-40-483		4,900.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
			Vendor Total-		4,900.00	
00147 GONETSPEED						
0696	9827	06	13668 PHONE		070523	
13668 PHONE			E 150-31-50-580		49.17	0.00
			UTILITIES / COMM			
			Vendor Total-		49.17	
00236 GOODWINS MILLS GENERAL STORE						
0696	9828	06	ELECTIONS		061323	
ELECTIONS			E 115-13-60-610		113.72	0.00
			SUPPLIES / SUPPLIES			
			Vendor Total-		113.72	
00072 GWI						
0696	9829	06	PHONES & INTERNET		6358394	
205773			E 110-11-50-580		496.20	0.00
			UTILITIES / COMM			
205773			E 161-22-50-580		29.60	0.00
			UTILITIES / COMM			
			Vendor Total-		525.80	
00650 HARRIS COMPUTER						
0696	9830	06	FY 2024		TRIMN0001656	

Warrant 53

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
LYM500			G 1-129-00		20,905.18	0.00
			PREPAID EXP			
				Vendor Total-	20,905.18	
00138 HUB INTERNATION NEW ENGLAND LLC						
0696	9831	06	FY 2024 VOLUNTEER INS	02-SR-365287		
02-SR-365287			G 1-129-00		80.00	0.00
			PREPAID EXP			
				Vendor Total-	80.00	
00322 KENNEBUNK LIGHT & POWER DISTRICT						
0696	9832	06	2101002-01	070523		
2101002-01			E 147-51-50-560		20.25	0.00
			UTILITIES / ELECTRICITY			
				Vendor Total-	20.25	
00969 LINDY FIRE EQUIPMENT CO.						
0696	9833	06	INSPECTION	3501		
INSPECTION			E 141-11-40-410		174.00	0.00
			REPAIRS & MA / BLDGS & GROU			
				Vendor Total-	174.00	
00376 M M E H T						
0696	9834	06	MHT.31171	PREPAY JULY		
MHT.31171			G 1-129-00		10,969.68	0.00
			PREPAID EXP			
				Vendor Total-	10,969.68	
00622 MAINETODAY MEDIA						
0696	9835	06	AD	1324		
AD			E 110-11-80-810		71.12	131.38
			ADVER, PRINT / ADVERTISE			
				Vendor Total-	71.12	
00005 PETTY CASH						
0696	9836	06	REG OF DEEDS FEE	061223		
REG OF DEEDS FEE			E 110-11-39-399		44.00	0.00
			CONT SVS OTH / OTHER			
				Vendor Total-	44.00	
00394 PLUMMERS HARDWARE						
0696	9837	06	GREASE GUN	6656		
GREASE GUN			E 150-31-60-610		299.00	0.00
			SUPPLIES / SUPPLIES			
				Vendor Total-	299.00	
00502 REGISTRY OF DEEDS						
0696	9838	06	MAY TRANSFERS	23252934		
MAY TRANSFERS			E 110-11-39-399		24.00	0.00
			CONT SVS OTH / OTHER			
				Vendor Total-	24.00	
00812 RICHARD HULL, III						
0696	9839	06	TOWN MEETING MODERATOR	061523		
TOWN MEETING MODERATOR			E 101-13-10-183		170.00	0.00
			SALARIES / TM MODERATOR			

Warrant 53

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
				Vendor Total-	170.00	
00569 SECRETARY OF STATE						
0696	9814	06	31170	05/25-06/01		
31170			G 1-250-00		22,431.11	0.00
			MTR VEHICLE			
				Invoice Total-	22,431.11	
0696	9815	06	31170	06/01-06/08		
31170			G 1-250-00		13,855.35	0.00
			MTR VEHICLE			
				Invoice Total-	13,855.35	
				Vendor Total-	36,286.46	
00573 SHIRLEY HARRISON						
0696	9840	06	MILEAGE REIMB	MILEAGE		
MILEAGE REIMB			E 110-11-90-910		25.28	0.00
			OTHER / MILEAGE/TRAV			
				Vendor Total-	25.28	
00580 SMPDC						
0696	9841	06	BROOKVIEW ESTATES	16675		
BROOKVIEW ESTATES			R 110-099		1,008.69	0.00
			MISC			
				Vendor Total-	1,008.69	
00264 SOULIERE SERVICES LLC						
0696	9842	06	ROAD SWEEPING	10749		
ROAD SWEEPING			E 131-51-40-483		13,975.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
				Vendor Total-	13,975.00	
00224 SPECTRUM/TIME WARNER CABLE						
0696	9843	06	202-579149701-001	0010726061223		
202-579149701-001			E 150-31-50-580		97.98	0.00
			UTILITIES / COMM			
				Vendor Total-	97.98	
00643 TREASURER, STATE OF MAINE						
0696	9812	06	DOGS	MAY		
DOGS			G 1-256-00		148.00	0.00
			DOG LIC			
				Vendor Total-	148.00	
00647 TREASURER, STATE OF MAINE						
0696	9813	06	FISH	MAY		
FISH			G 1-251-00		14,553.31	0.00
			INLAND FISH			
				Vendor Total-	14,553.31	
00148 VERIZON WIRELESS						
0696	9844	06	6423575065-00001	9936486360		
642357065-00001			E 110-11-50-580		117.69	0.00
			UTILITIES / COMM			
				Vendor Total-	117.69	
00985 WARRENS OFFICE SUPPLIES						

A / P Warrant
**** REPRINT ****
Warrant 53

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0696	9845	06	TOWLYM		519398-00	
TOWLYM			E 110-11-60-610		47.49	0.00
			SUPPLIES / SUPPLIES			
			Vendor Total-		47.49	
00021 WATERBORO REPORTER						
0696	9846	06	AD		050423	
ADVERTISING			E 110-11-80-810		45.00	0.00
			ADVER, PRINT / ADVERTISE			
			Invoice Total-		45.00	
0696	9846	06	AD		1325	
AD			E 110-11-80-810		120.00	60.00
			ADVER, PRINT / ADVERTISE			
			Invoice Total-		120.00	
0696	9846	06	AD		1278	
AD			E 110-11-80-810		375.00	375.00
			ADVER, PRINT / ADVERTISE			
			Invoice Total-		375.00	
0696	9846	06	AD		1277	
AD			E 110-11-80-810		375.00	375.00
			ADVER, PRINT / ADVERTISE			
			Invoice Total-		375.00	
0696	9846	06	ABSENTEE BALLOTS		1365	
ABSENTEE BALLOTS			E 110-11-80-810		120.00	120.00
			ADVER, PRINT / ADVERTISE			
			Invoice Total-		120.00	
			Vendor Total-		1,035.00	
00140 WEX BANK						
0696	88889	06	0496-00-621844-0		89684677	
0496-00-621844-0			E 150-31-40-450		89.94	0.00
			REPAIRS & MA / EQUIPMENT			
			Vendor Total-		89.94	
			Prepaid Total-		53,766.34	
			Current Total-		78,292.02	
			EFT Total-		0.00	
			Warrant Total-		132,058.36	

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
 RALPH BLACKINGTON _____
 THOMAS HATCH _____
 JESSICA PICARD _____
 VICTORIA GAVEL _____
 AMBER SWETT _____

ITEM #5: (a.) Franchise Ordinance Draft

Cable Television Ordinance Town of Lyman

The Town of Lyman, acting through its municipal officers pursuant to 30-A M.R.S.A. §3008(2), hereby enacts the following Cable Television Ordinance:

Section 1 – PURPOSE

The purpose for the ordinance is to provide for Town regulation and use of the cable television system including its construction, operation and maintenance in, along, upon, across, over and under the streets, alleys, public ways and public places now laid out or dedicated, and all extensions thereof and additions thereof in the Town of Lyman, including poles, wires, cables, underground conduits, manholes, conductors and fixtures necessary for the maintenance and operation in the Town of Lyman, of the cable television systems and to provide conditions accompanying the grant of franchise; and providing for the Town regulation of cable television operation.

Section 2 – DEFINITIONS

“Cable Television System” shall have the same meaning as defined in 30-A M.R.S.A. §3008 as the same may be amended.

“Cable Television Company” shall mean any person, firm, or corporation owning, controlling, operating, managing, or leasing a cable television system within the Town of Lyman, sometimes hereinafter referred to as “the company.”

“Town” shall mean the Town of Lyman, organized and existing under the laws of the State of Maine and the area within its territorial limits.

Section 3 – FRANCHISE REQUIRED

No person, firm or corporation shall install, maintain or operate within the Town or any of its public ways or other public areas any equipment or facilities for the operation of a cable television system unless a franchise authorizing the use of said public ways or areas has first been obtained pursuant to the provision of this Ordinance and unless said franchise is in full force and effect.

Section 4 – FRANCHISE CONTRACT

The municipal officers of the Town may contract on such terms, conditions and fees as they deem in the best interests of the Town and its residents with one or more Cable Television Companies for the operation of a cable television system within the Town, including the granting of a non-exclusive franchise for the operation thereof for a period not to exceed fifteen (15) years.

Applicants for a franchise of franchise renewal shall pay a non-refundable filing fee of \$500 to the Town to defray the cost of public notice and advertising expenses relating to such application. The applicants may also be assessed the cost of attorney fees incurred by the Town of Lyman in connection with the cable franchise application and agreement. The application shall be filed with the Town Clerk and shall contain such information as the Town may require including, but not limited to, a general description of the applicant's proposed operation, a schedule of proposed charges, a statement detailing its previous two fiscal years, an estimated ten year financial projection of its proposed system, its annual Town franchise fee as required by the Town, and the basis for same, and a statement detailing the prior operational experience of the applicant in both the cable television and microwave service including that of its officers, management and staff to be associated with the proposed operations.

Any franchise contract may be revoked by the municipal officers for good and sufficient cause as provided in the franchise contract, after due notice to the company and a public hearing thereon, with the right to appeal to the Superior Court under Rule 80B of the Maine Rules of Civil Procedure.

Section 5 – PUBLIC HEARING

Before issuance of a request for proposals, or during the franchise contract renewal process, the Town shall hold a public hearing with at least seven (7) days advance notice for the purpose of determining any special local needs or interest regarding cable television.

Applications for a franchise to operate a CATV system in the Town and related documents are public records to be filed with and maintained by the Town pursuant to the State Freedom of Access Law, 1 M.R.S.A. § 401 et seq., as amended from time to time.

Before authorizing the issuance of any such franchise contract, including an assignment or a renewal of a franchise contract, the municipal officers shall review the applicant's character, financial and technical qualifications and the adequacy and feasibility of its qualifications to operate a cable television system within the Town, and shall conduct a public hearing thereon with at least seven (7) days advertised notice prior to said public hearing.

Section 6 – PERFORMANCE BOND AND INSURANCE COVERAGE

The Cable Television Company shall provide sufficient insurance to indemnify and hold harmless the Town of Lyman, its agents and its employees from and against all claims, damages, losses, and expenses, including attorney's fees, arising out of or resulting from the performance of the work, maintenance of the system and damages caused by components or portions thereof, provided that any such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, and is caused in whole or in part by any negligent or willful act or omission of the Cable Television Company and anyone directly or indirectly employed by it or anyone for whose acts any of them may be liable. Upon the execution of any such franchise contract, the cable television company shall file a surety company performance

bond in an amount to be determined by the Board of Selectmen conditioned upon the faithful performance of said contract and full compliance with any laws, ordinances, or regulations governing said franchise. Said performance bond shall remain in effect until the Cable Television Company has completed any construction or reconstruction of the system as set forth in the franchise contract.

The Cable Television Company shall also, upon execution of any such franchise contract, provide evidence of insurance coverage as the Municipal Officers may require.

Section 7 – COMPLIANCE WITH ALL LAWS

Cable Television Companies shall at all times comply with all applicable federal, State and local laws, statutes, rules, regulations, ordinances, codes and orders. All applicable requirements of public and consumer protection laws affecting the provision of cable television services, including without limitation 30-A M.R.S.A. §3008 and §3010, as the same may be amended, are incorporated by reference.

Section 8 -- SEVERABILITY

Should any section or provision of this Ordinance be declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this Ordinance. This ordinance is effective upon its adoption by the Selectboard, Town of Lyman.

Approved this ____ day of _____, 2023.

Town of Lyman by its Selectboard

_____ **Ralph Blackington**

_____ **Thomas Hatch**

_____ **John Tibbetts**

_____ **David Alves**

_____ **Jessica Picard**

Title 30-A: MUNICIPALITIES AND COUNTIES**Part 2: MUNICIPALITIES****Subpart 4: ORDINANCE AUTHORITY AND LIMITATIONS****Chapter 141: ORDINANCES****§3008. Ordinances relating to cable television systems**

1. State policy. It is the policy of this State, with respect to cable television systems:

A. To affirm the importance of municipal control of franchising and regulation in order to ensure that the needs and interests of local citizens are adequately met; [PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

B. That each municipality, when acting to displace competition with regulation of cable television systems, shall proceed according to the judgment of the municipal officers as to the type and degree of regulatory activity considered to be in the best interests of its citizens; [PL 2007, c. 548, §1 (AMD).]

C. To provide adequate statutory authority to municipalities to make franchising and regulatory decisions to implement this policy and to avoid the costs and uncertainty of lawsuits challenging that authority; and [PL 2007, c. 548, §1 (AMD).]

D. To ensure that all cable television operators receive the same treatment with respect to franchising and regulatory processes and to encourage new providers to provide competitive pressure on the pricing of such services. [PL 2007, c. 548, §1 (NEW).]

[PL 2007, c. 548, §1 (AMD).]

1-A. Definitions. For purposes of this section, unless the context otherwise indicates, the following terms have the following meanings:

A. "Cable system operator" has the same meaning as "cable operator," as that term is defined in 47 United States Code, Section 522(5), as in effect on January 1, 2008; [PL 2007, c. 548, §1 (NEW).]

B. "Cable television service" has the same meaning as "cable service," as that term is defined in 47 United States Code, Section 522(6), as in effect on January 1, 2008; and [PL 2007, c. 548, §1 (NEW).]

C. "Cable television system" has the same meaning as "cable system," as that term is defined in 47 United States Code, Section 522(7), as in effect on January 1, 2008. [PL 2007, c. 548, §1 (NEW).]

[PL 2007, c. 548, §1 (NEW).]

2. Ordinances. A municipality may enact any ordinances, not contrary to this chapter, governing franchising and regulation of cable television systems using public ways. Systems located in accordance with those ordinances, franchises and regulations are not defects in public ways.

The municipal officers of municipalities have the exclusive power to enact all ordinances authorized by this section. They shall give 7 days' notice of the meeting at which those ordinances are to be proposed in the manner provided for town meetings. Those ordinances take effect immediately.

[PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

3. General requirements. The following requirements apply generally to cable television systems governed by this section.

A. Any cable television system must be constructed and operated in accordance with Federal Communications Commission regulations. [PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

B. Notwithstanding any provision in a franchise, a cable system operator may not abandon service or a portion of that service without having given 6 months' prior written notice to the franchising municipality, if any, and to the municipalities affected by that abandonment. When abandonment of any service is prohibited by a municipal franchise, a cable system operator may not abandon that service without written consent of the municipal officers. Any cable system operator that violates this paragraph commits a civil violation for which a fine of \$50 a day for each day that the violation continues may be adjudged. [PL 2007, c. 548, §1 (AMD).]

C. Neither the cable system operator whose facilities are used to transmit a program produced by a person other than that operator, under Federal Communications Commission regulations or municipal ordinance, nor the officers, directors or employees of any such cable system operator are liable for damages arising from any obscene or defamatory statements or actions or invasion of privacy occurring during any program when that cable system operator does not originate or produce the program. [PL 2007, c. 548, §1 (AMD).]

D. [PL 2007, c. 548, §1 (RP).]

E. A municipality is entitled to injunctive relief in addition to any other remedies available by law to protect any rights conferred upon the municipality by this section or any ordinances enacted under this section or [section 3010 \(../30-A/title30-Asec3010.html\)](#). [PL 2007, c. 548, §1 (AMD).]

F. Notwithstanding any provision in a franchise, a cable system operator shall offer subscribers the option of purchasing access to cable channels, or programs on cable channels, individually. [PL 2019, c. 308, §1 (NEW).]

[PL 2019, c. 308, §1 (AMD).]

4. Franchise procedures. Pursuant to [subsection 2 \(../30-A/title30-Asec3008.html\)](#), a municipality may enact ordinances governing the procedures for granting franchises to cable system operators. These ordinances must be enacted before granting any such franchise or franchises and must be designed to ensure that the terms and conditions of a franchise will adequately protect the needs and interests of the municipality. The ordinances must include, but are not limited to, provisions for the following:

A. A mechanism for determining special local needs or interests before issuing a request for proposals, whether by actively seeking to determine those needs or interests or by allowing a period for public comment on a proposed request for proposals; [PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C,

§106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

B. The filing of franchise applications and related documents as public records, with reasonable notice to the public that the records are open to inspection during reasonable hours; [PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

C. A reasonable opportunity for public input before granting franchises; and [PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

D. The assessment of reasonable fees to defray the costs of public notice, advertising and other expenses incurred by the municipality in acting upon applications. [PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[PL 2007, c. 548, §1 (AMD).]

5. Franchise agreements or contracts. The State specifically authorizes municipal officers pursuant to ordinances to contract on such terms and conditions and impose such fees as are in the best interests of the municipality, including the grant of exclusive or nonexclusive franchises for a period not to exceed 15 years, for the placing and maintenance of cable television systems and appurtenances, or parts thereof, along public ways and including contracts with cable system operators that receive the services of television signal transmission offered by any public utilities using public ways for such transmission. A public utility may not be required to contract with the municipal officers under this subsection. Each franchise must contain the following provisions:

A. The area or areas to be served; [PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

B. A line extension policy, which must specify a minimum density requirement of no more than 15 residences per linear strand mile of aerial cable for areas in which the cable system operator will make cable television service available to every residence; [PL 2019, c. 245, §1 (AMD).]

C. A provision for renewal, the term of which may not exceed 15 years. A provision for automatic renewal or other provision for extending the initial term is prohibited. Franchise renewal is governed by section 3010, subsection 5-C (./30-A/title30-Asec3010.html); [PL 2019, c. 245, §1 (AMD).]

D. Procedures for the investigation and resolution of complaints by the cable system operator; [PL 2019, c. 245, §2 (AMD).]

D-1. A provision for the use and support of public, educational and governmental access channels, which must be carried in the same manner and numerical location sequence as are the local broadcast channels originating from the State and carried on the cable television system pursuant to section 3010, subsection 5-A (./30-A/title30-Asec3010.html); and [PL 2019, c. 245, §3 (NEW).]

E. Any other terms and conditions that are in the best interests of the municipality. [PL 1987, c. 737, Pt. A, §2 (NEW); PL 1987, c. 737, Pt. C, §106 (NEW); PL 1989, c. 6 (AMD); PL 1989, c. 9, §2 (AMD); PL 1989, c. 104, Pt. C, §§8, 10 (AMD).]

[PL 2019, c. 245, §§1-3 (AMD).]

6. Current ordinances and agreements.

[PL 2007, c. 548, §1 (RP).]

7. Model franchise agreement. The Department of Administrative and Financial Services, Office of Information Technology, or a successor state agency, referred to in this subsection as "the office," shall develop and may update and amend a model franchise agreement for use by any municipality and any cable system operator that mutually choose to adopt the model franchise agreement or any of its provisions. A cable system operator may not modify or amend the model franchise agreement without the consent of the municipality. The office shall make the model franchise agreement available on its publicly accessible website. In the development of the model franchise agreement, the office shall, at a minimum, consider the following issues:

A. Franchise fees; [PL 2007, c. 548, §1 (NEW).]

B. Build-out requirements; [PL 2007, c. 548, §1 (NEW).]

C. Public, educational and governmental access channels and reasonable facility support for such channels;
[PL 2007, c. 548, §1 (NEW).]

D. Customer service standards; [PL 2007, c. 548, §1 (NEW).]

E. The disparate needs of the diverse municipalities in this State; and [PL 2007, c. 548, §1 (NEW).]

F. The policy goal of promoting competition in the delivery of cable television service. [PL 2007, c. 548, §1 (NEW).]

This subsection does not allow the office to establish prices for any cable television service or to regulate the content of cable television service.

[PL 2019, c. 245, §4 (AMD).]

SECTION HISTORY

PL 1987, c. 737, §§A2,C106 (NEW). PL 1989, c. 6 (AMD). PL 1989, c. 9, §2 (AMD). PL 1989, c. 104, §§C8,10 (AMD). PL 2007, c. 548, §1 (AMD). PL 2019, c. 245, §§1-4 (AMD). PL 2019, c. 308, §1 (AMD).

The Revisor's Office cannot provide legal advice or interpretation of Maine law to the public.
If you need legal advice, please consult a qualified attorney.

[Office of the Revisor of Statutes \(mailto:webmaster_ros@legislature.maine.gov\)](mailto:webmaster_ros@legislature.maine.gov); 7 State House Station · State House Room 108 · Augusta, Maine 04333-0007

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ITEM #5: (c). RFPs Architect Engineer services, bid update

Project Description.

- Complete a design to the existing Town Hall using drafting from C.N.Z Drafting. (CNZ Drafting agrees to share all CAD drawing with the company that is awarded the contract.)
Architect/ Engineer will include.
 - Architectural Design
 - Structural Design
 - Coordination with the civil engineer
 - Review and approval from the State Fire Marshall

- This proposal is divided into phases.

Scope of Work

Phase One: Schematic Design

- Develop the preliminary design provided by CNZ Drafting Based on code requirements:
 - International Building Code
 - NFPA Life Safety Code
 - American Disabilities Act
- Ensure compliance with State regulation to qualify as a public refuge.
- Revise the design based on feedback from the building committee.

Phase Two: Construction Documents

- Further develop the plans into a set of Construction Documents suitable for permitting from the State Fire Marshalls Office. Construction bids and Construction.
- Final Drawings to consist of:
 - Floorplans with all dimensions, proper tags and code related details and notations
 - Proper detail of all interior and exterior code elements including bathrooms.
 - Full layout of Fire/life Safety items

- The Final Plans will be stamped by a Registered Architect in the State of Maine, also a licensed structural engineer.
- The awarded company will submit and obtain proper permits from the State Fire Marshall for:
 - ADA permit
 - Life /Safety

Phase Three: Construction Administration

The awarded company will provide coordination services between General Contractor and Owner (TOL) to respond to questions, alternatives, issues that may arise during construction.

This will involve site visits to ensure the final plans are being executed properly.

Clarifications/Assumptions

The owner will be putting this project Out to Bid to multiple contractors (minimum of three)

Conditions and Instructions to Bidders

1. Bidders shall use the enclosed bid form and submit additional information/credentials attached with bid form.
2. Proposals must include separate line-item costs for any or all the items outlined on the Proposal form.
3. Proposals must be completed in full and must be signed by a firm official or representative. Proposals may be withdrawn prior to the time set for the official opening.
4. Proposals will be opened publicly. Bidders or representatives may be present at opening.
4. Issuance of this RFP and receipt of proposals does not commit the Town to award a contract. The Town reserves the right to postpone receipt date, accepting or rejecting any or all proposals received in response to this RFP, or to negotiate with any of the consultants/firms submitting an RFP, or to cancel all or part of this RFP.
5. The Town is exempt from payment of Federal Excise Taxes on the articles not for resale, Federal Transportation Tax on all shipments and Maine Sales Tax and Use Taxes. Please quote less these taxes. Upon application, exemption certificate will be furnished with the Purchase Order when required.
6. No contract may be assigned without board approval and contract must be signed by at least three members of the board.
7. Please state **“RFP: Architect/ Engineer Services, Town Hall”**, on submitted, sealed envelope.
8. The Town of Lyman reserves the right to waive any formality and technicality, whichever is deemed best for the interest of the Town.

The Select Board will review sealed bids in an open public meeting and may, at the boards’ discretion, delay award pending further review. It should be noted that the contract resulting from this RFP will be awarded to the respondent whose proposal is determined to be in the “best interest” of the Town. Therefore, the proposal offering the lowest cost may not necessarily be the proposal that is selected for award.

RIGHT OF REFUSAL. The Town reserves the right to: a) Reject any or all proposals, or to make no award. b) Select certain applications from the proposals. c) Require modifications to initial proposals. d) to make partial or multiple awards. e) award based on initial proposals received, without discussion of such proposals. f) invite selected vendors to make oral presentations to the evaluations team. Failure of a vendor to comply with the request for meeting may be grounds for bid rejections. g) excuse technical defects in a proposal when, in its sole discretion, such as excuse is beneficial to the Town.

PROPOSAL FORM:

Due: **April 3rd, 2023 3:00pm EST**

To: Town of Lyman
Select Board
11 South Waterboro Rd
Lyman, ME 04002

The undersigned individual/firm/business guarantees this price for sixty days (60) from the proposal due date. The undersigned submits this proposal without collusion with any other person, individual, or firm or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership or individual they represent; and has read and agreed to all of the terms, requests, or conditions written herein by the Town of Lyman.

By signing this form, the firm listed below hereby affirms that its bid meets the minimum specifications and standards as listed above.

Signature *MR* Company CUSTOM CONCEPTS INC.

Name (print) MICHAEL RICHMAN Telephone # 207-883-0083

Title PRESIDENT Fax # 207-883-0081

Address 383 US ROUTE ONE, SUITE 1A, SCARBOROUGH ME 04074

Email Address mike@customconceptsinc.com

Web Site WWW.CUSTOMCONCEPTSINC.COM

PROPOSAL FORM:

Due: **April 3rd, 2023 3:00pm EST**

To: Town of Lyman
Select Board
11 South Waterboro Rd
Lyman, ME 04002

A separate line-item cost for any or all the following scope of work.

1) Town submissions and or presentation to the public	<u>\$ 2,800 -</u>
2) Civil engineering	<u>\$ 26,500 -</u>
3) Mechanical, electrical, and plumbing design	<u>\$ 16,500 -</u>
4) Landscape/Hardscape design	<u>\$ 14,000 -</u>
5) Interior design such as trim, flooring colors window treatments	<u>\$ 11,000 -</u>
6) Fire suppression system layout and bid documents.	<u>\$ 6,000 -</u>
7) Energy compliance check	<u>\$ 960 -</u>

Fees- estimate for hours for each Phase of work:

Phase One	<u>\$ 34,000 -</u>
Phase Two	<u>\$ 68,000 -</u>
Phase Three	<u>\$ 12,400</u>
Total Fee Estimate	<u>\$ 114,400 -</u>

ITEM #5: (f.) Directive for CEO

TOWN OF LYMAN

11 South Waterboro Rd Lyman, ME 04002

Tel. 207-247-0642 Fax. 207-499-7563

selectboard@lyman-me.gov

June 20th, 2023

Brenda Charland
Town of Lyman
Code Enforcement Officer
11 South Waterboro Rd
Lyman, ME 04002
ceo@lyman-me.gov

FROM: The Municipal Officers of the Town of Lyman

Dear Mrs. Charland,

With the coming law changes regarding LD 2003 effective July 1, 2023 the Select Board recognizes these changes will conflict with the Town's current zoning ordinance, more specifically regarding Additional Dwelling Units and Density. While the Ordinance Review Committee works to address these conflicts, it's evident the Town will not be able to comply with appropriate ordinance changes on or before July 1, 2023. The Board is giving a directive to the Code Enforcement Office on the following issues.

Effective July 1, 2023, all applications for additional dwelling unit(s) must be considered in accordance with LD2003 provided that all dimensional requirements on a conforming lot or a non-conforming lot are in compliance with the Lyman Zoning Ordinance lot standards.

This directive shall remain in effect until the Board votes by a majority vote to end the directive or until the Town votes to enact ordinance changes regarding additional dwelling units applicable to LD 2003.

Dated June 20th, 2023

By a majority vote of the Lyman Select Board

Ralph Blackington

Thomas Hatch

Jessica Picard

Victoria Gavel

Amber Swett

ITEM #6: (d.) Tax Clerk Report

Report to Selectmen
Month of May 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 \$115,348.86
Includes Current, Delinquent, Prepayments, and Lien Payments for the month.

Monthly Excise Tax

Excise Tax Received	
Vehicles registered here at office:	\$128,170.74
Online Rapid Renewal Service	<u>23,346.45</u>
Total Vehicle Excise	\$151,517.19

Boat Excise	
Boats registered here at office:	\$ 2,536.30
Online Registration Service	<u>764.20</u>
Total Boat Excise	\$ 3,300.50

Total Excise \$ 154,817.69

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

Year-to-date excise collection \$1,226,488.14

Respectfully submitted: Susan J. Bellerose, Tax Collector

Expense Summary Report

FUND: 1

ALL Months

ITEM #6: (e.) Treasurer Expense Report

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
101 - SALARIES	850,096.00	0.00	850,096.00	778,825.50	0.00	77,270.50
11 - TOWN HALL	402,574.00	-9,305.00	393,269.00	344,825.67	0.00	48,443.33
10 - SALARIES	402,574.00	-9,305.00	393,269.00	344,825.67	0.00	48,443.33
102 - SELECT BD CL	53,235.00	-3,978.00	49,257.00	42,269.75	0.00	6,987.25
103 - TREASURER	62,534.00	0.00	62,534.00	60,128.75	0.00	2,405.25
105 - TAX COLLECT	51,851.00	0.00	51,851.00	48,633.24	0.00	3,217.76
106 - ADMIN CLERK	45,728.00	1,950.00	47,678.00	37,009.85	0.00	10,668.15
107 - DEPUTY TC/JC	7,095.00	0.00	7,095.00	1,830.51	0.00	5,264.49
115 - ASSESSOR	76,125.00	0.00	76,125.00	68,798.06	0.00	7,326.94
141 - CEO	78,706.00	-7,277.00	71,429.00	60,829.87	0.00	10,599.13
142 - CEO CLERK	27,300.00	0.00	27,300.00	19,446.25	0.00	7,853.75
143 - ELECTRICIAN	0.00	0.00	0.00	5,879.39	0.00	-5,879.39
13 - ELECTIONS	67,129.00	0.00	67,129.00	60,514.29	0.00	6,614.71
10 - SALARIES	67,129.00	0.00	67,129.00	60,514.29	0.00	6,614.71
181 - TOWN CLERK	56,850.00	0.00	56,850.00	54,663.50	0.00	2,186.50
182 - BALLOT CLERK	6,529.00	0.00	6,529.00	2,100.79	0.00	4,428.21
183 - TM MODERATOR	340.00	0.00	340.00	340.00	0.00	0.00
184 - REGISTRAR	3,410.00	0.00	3,410.00	3,410.00	0.00	0.00
17 - PLANNING	3,316.00	1,100.00	4,416.00	3,534.73	0.00	881.27
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
18 - APPEALS BD	450.00	0.00	450.00	31.88	0.00	418.12
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
21 - RECREATION	3,960.00	0.00	3,960.00	3,960.00	0.00	0.00
10 - SALARIES	3,960.00	0.00	3,960.00	3,960.00	0.00	0.00
127 - REC DIRECT	3,960.00	0.00	3,960.00	3,960.00	0.00	0.00
31 - TRANSFER STA	92,743.00	9,305.00	102,048.00	85,676.25	0.00	16,371.75
10 - SALARIES	92,743.00	9,305.00	102,048.00	85,676.25	0.00	16,371.75
131 - TRF STATION	91,745.00	9,305.00	101,050.00	84,678.25	0.00	16,371.75
132 - ECO ME REP	998.00	0.00	998.00	998.00	0.00	0.00
51 - ROADS	37,905.00	0.00	37,905.00	36,450.00	0.00	1,455.00
10 - SALARIES	37,905.00	0.00	37,905.00	36,450.00	0.00	1,455.00
151 - RD COMM	37,905.00	0.00	37,905.00	36,450.00	0.00	1,455.00
71 - GA	3,394.00	0.00	3,394.00	3,394.00	0.00	0.00
10 - SALARIES	3,394.00	0.00	3,394.00	3,394.00	0.00	0.00
171 - GA DIRECT	3,394.00	0.00	3,394.00	3,394.00	0.00	0.00

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
72 - ACO	7,458.00	0.00	7,458.00	7,171.25	0.00	286.75
10 - SALARIES	7,458.00	0.00	7,458.00	7,171.25	0.00	286.75
175 - ACO	7,458.00	0.00	7,458.00	7,171.25	0.00	286.75
99 - NOT SPECIFIC	31,167.00	-1,100.00	30,067.00	27,067.43	0.00	2,999.57
10 - SALARIES	31,167.00	-1,100.00	30,067.00	27,067.43	0.00	2,999.57
179 - HEALTH OFFIC	452.00	0.00	452.00	263.69	0.00	188.31
191 - EXTRA TIME	4,700.00	-1,100.00	3,600.00	788.74	0.00	2,811.26
199 - SELECT BOARD	26,015.00	0.00	26,015.00	26,015.00	0.00	0.00
102 - BENEFITS	303,872.00	-1.00	303,871.00	231,517.57	321.00	72,032.83
11 - TOWN HALL	4,715.00	0.00	4,715.00	3,118.50	321.00	1,275.50
20 - BENEFITS	4,715.00	0.00	4,715.00	3,118.50	321.00	1,275.50
280 - TRAINING	4,070.00	-100.00	3,970.00	2,418.50	321.00	1,230.50
290 - MEMB & DUES	645.00	100.00	745.00	700.00	0.00	45.00
31 - TRANSFER STAT	500.00	0.00	500.00	0.00	0.00	500.00
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
99 - NOT SPECIFIC	298,657.00	-1.00	298,656.00	228,398.87	0.00	70,257.13
20 - BENEFITS	298,657.00	-1.00	298,656.00	228,398.87	0.00	70,257.13
201 - FICA	49,766.00	-1.00	49,765.00	45,203.05	0.00	4,561.95
210 - HEALTH	193,795.00	0.00	193,795.00	149,347.67	0.00	44,447.33
211 - DENTAL	5,518.00	0.00	5,518.00	4,641.74	0.00	876.26
214 - LIFE NO MED	0.00	0.00	0.00	107.25	0.00	-107.25
230 - 457B ER MATC	18,120.00	0.00	18,120.00	11,875.88	0.00	6,244.12
231 - MPERS ER	26,958.00	0.00	26,958.00	17,223.28	0.00	9,734.72
250 - PTO BUYOUT	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
110 - GEN ADMIN	147,583.00	0.00	147,583.00	115,128.66	363.54	32,090.80
11 - TOWN HALL	135,436.00	0.00	135,436.00	109,770.25	283.54	25,382.21
32 - CTRCT SVS EQ	65,956.00	-750.00	65,206.00	54,471.26	0.00	10,734.74
310 - PROF SVS	65,956.00	-750.00	65,206.00	54,471.26	0.00	10,734.74
39 - CONT SVS OTH	15,159.00	750.00	15,909.00	12,028.00	0.00	3,881.00
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	3,887.00	0.00	3,505.00
50 - UTILITIES	7,750.00	0.00	7,750.00	7,602.94	0.00	147.06
580 - COMM	7,750.00	0.00	7,750.00	7,602.94	0.00	147.06
60 - SUPPLIES	18,383.00	1,100.00	19,483.00	15,005.50	0.00	4,477.50

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
10 - GEN ADMIN CONTID						
610 - SUPPLIES	9,383.00	1,100.00	10,483.00	8,863.74	0.00	1,619.26
650 - POSTAGE	9,000.00	0.00	9,000.00	6,141.76	0.00	2,858.24
80 - ADVER, PRINT	23,300.00	-4,600.00	18,700.00	15,270.78	379.54	3,049.68
810 - ADVERTISE	4,500.00	1,630.00	6,130.00	4,138.98	379.54	1,611.48
830 - FORMS	9,700.00	-3,500.00	6,200.00	5,467.43	0.00	732.57
850 - TOWN REPORT	6,000.00	-2,730.00	3,270.00	3,209.10	0.00	60.90
860 - TAX BILLS	3,100.00	0.00	3,100.00	2,455.27	0.00	644.73
90 - OTHER	4,888.00	3,500.00	8,388.00	5,391.77	-96.00	3,092.23
910 - MILEAGE/TRAV	4,888.00	3,500.00	8,388.00	5,391.77	-96.00	3,092.23
13 - ELECTIONS	12,147.00	0.00	12,147.00	5,358.41	100.00	6,688.59
39 - CONT SVS OTH	12,147.00	0.00	12,147.00	5,358.41	100.00	6,688.59
399 - OTHER	12,147.00	0.00	12,147.00	5,358.41	100.00	6,688.59
17 - GEN ADMIN IN	37,428.00	0.00	37,428.00	29,642.00	0.00	7,786.00
99 - NOT SPECIFIC	37,428.00	0.00	37,428.00	29,642.00	0.00	7,786.00
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
125 - ACO	8,957.00	0.00	8,957.00	7,422.61	0.00	1,534.39
72 - ACO	8,957.00	0.00	8,957.00	7,422.61	0.00	1,534.39
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	883.25	0.00	1,116.75
910 - MILEAGE/TRAV	2,000.00	0.00	2,000.00	883.25	0.00	1,116.75
128 - HIS GA	1,000.00	0.00	1,000.00	1,025.00	0.00	-25.00
71 - GA	1,000.00	0.00	1,000.00	1,025.00	0.00	-25.00
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
129 - HIS SOCIAL S	1,086.00	0.00	1,086.00	1,086.00	0.00	0.00
75 - SOCIAL SERV	1,086.00	0.00	1,086.00	1,086.00	0.00	0.00
91 - OTHER SOC SV	1,086.00	0.00	1,086.00	1,086.00	0.00	0.00

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
999 - OTHER	1,086.00	0.00	1,086.00	1,086.00	0.00	0.00
51 - ROADS	735,600.00	0.00	735,600.00	181,849.80	0.00	553,750.20
40 - REPAIRS & MA	645,900.00	89,450.00	735,350.00	181,849.80	0.00	553,500.20
481 - RDS/CONSTRUC	160,500.00	0.00	160,500.00	42,041.12	0.00	118,458.88
482 - RDS/RESURFA	391,000.00	0.00	391,000.00	14,000.00	0.00	377,000.00
483 - RDS/REPAIRS	94,400.00	89,450.00	183,850.00	125,808.68	0.00	58,041.32
50 - UTILITIES	250.00	0.00	250.00	0.00	0.00	250.00
580 - COMM	250.00	0.00	250.00	0.00	0.00	250.00
90 - OTHER	89,450.00	-89,450.00	0.00	0.00	0.00	0.00
999 - MISC	89,450.00	-89,450.00	0.00	0.00	0.00	0.00
11 - TOWN HALL	20,135.00	0.00	20,135.00	17,589.68	0.00	2,545.32
31 - CTRCT SVS BL	10,710.00	0.00	10,710.00	10,660.60	0.00	49.40
310 - PROF SVS	10,710.00	0.00	10,710.00	10,660.60	0.00	49.40
40 - REPAIRS & MA	9,425.00	0.00	9,425.00	6,929.08	0.00	2,495.92
410 - BLDGS & GROU	9,425.00	0.00	9,425.00	6,929.08	0.00	2,495.92
21 - RECREATION	8,240.00	-1,573.96	6,666.04	3,932.58	0.00	2,733.46
31 - CTRCT SVS BL	4,250.00	-1,573.96	2,676.04	794.20	0.00	1,881.84
310 - PROF SVS	4,250.00	-1,573.96	2,676.04	794.20	0.00	1,881.84
40 - REPAIRS & MA	3,990.00	0.00	3,990.00	3,138.38	0.00	851.62
410 - BLDGS & GROU	3,990.00	0.00	3,990.00	3,138.38	0.00	851.62
22 - BUNGANUT	600.00	2,070.00	2,670.00	2,669.50	0.00	0.50
31 - CTRCT SVS BL	600.00	2,070.00	2,670.00	2,669.50	0.00	0.50
310 - PROF SVS	600.00	2,070.00	2,670.00	2,669.50	0.00	0.50
31 - TRANSFER STA	2,000.00	0.00	2,000.00	316.49	0.00	1,683.51
31 - CTRCT SVS BL	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
310 - PROF SVS	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
40 - REPAIRS & MA	500.00	0.00	500.00	316.49	0.00	183.51
410 - BLDGS & GROU	500.00	0.00	500.00	316.49	0.00	183.51
11 - TOWN HALL	5,850.00	-1,557.95	4,292.05	4,292.05	0.00	0.00
31 - CTRCT SVS BL	5,850.00	-1,557.95	4,292.05	4,292.05	0.00	0.00

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
42 - BGC MOWING CONT'D.						
370 - MOWING	5,850.00	-1,557.95	4,292.05	4,292.05	0.00	0.00
21 - RECREATION	6,989.00	-2,125.70	4,863.30	4,863.30	0.00	0.00
31 - CTRCT SVS BL	6,989.00	-2,125.70	4,863.30	4,863.30	0.00	0.00
370 - MOWING	6,989.00	-2,125.70	4,863.30	4,863.30	0.00	0.00
22 - BUNGANUT	27,220.00	-7,762.75	19,457.25	19,457.25	0.00	0.00
31 - CTRCT SVS BL	27,220.00	-7,762.75	19,457.25	19,457.25	0.00	0.00
370 - MOWING	27,220.00	-7,762.75	19,457.25	19,457.25	0.00	0.00
51 - ROADS	11,500.00	0.00	11,500.00	11,500.00	0.00	0.00
31 - CTRCT SVS BL	11,500.00	0.00	11,500.00	11,500.00	0.00	0.00
370 - MOWING	11,500.00	0.00	11,500.00	11,500.00	0.00	0.00
90 - MISC	0.00	21,520.36	21,520.36	21,520.36	0.00	0.00
31 - CTRCT SVS BL	0.00	21,520.36	21,520.36	21,520.36	0.00	0.00
370 - MOWING	0.00	21,520.36	21,520.36	21,520.36	0.00	0.00
43 - BGC PLOWING	5,200.00	-10,570.00	5,200.00	4,745.00	0.00	455.00
11 - TOWN HALL	5,200.00	0.00	5,200.00	4,745.00	0.00	455.00
31 - CTRCT SVS BL	5,200.00	0.00	5,200.00	4,745.00	0.00	455.00
360 - PLOW & SAND	5,200.00	0.00	5,200.00	4,745.00	0.00	455.00
21 - RECREATION	800.00	0.00	800.00	725.00	0.00	75.00
31 - CTRCT SVS BL	800.00	0.00	800.00	725.00	0.00	75.00
360 - PLOW & SAND	800.00	0.00	800.00	725.00	0.00	75.00
22 - BUNGANUT	750.00	0.00	750.00	0.00	0.00	750.00
31 - CTRCT SVS BL	750.00	0.00	750.00	0.00	0.00	750.00
360 - PLOW & SAND	750.00	0.00	750.00	0.00	0.00	750.00
31 - TRANSFER STA	3,500.00	0.00	3,500.00	2,625.00	0.00	875.00
31 - CTRCT SVS BL	3,500.00	0.00	3,500.00	2,625.00	0.00	875.00
360 - PLOW & SAND	3,500.00	0.00	3,500.00	2,625.00	0.00	875.00
51 - ROADS	526,260.00	-10,570.00	515,690.00	480,996.74	0.00	34,693.26
31 - CTRCT SVS BL	526,260.00	-10,570.00	515,690.00	480,996.74	0.00	34,693.26
360 - PLOW & SAND	526,260.00	-10,570.00	515,690.00	480,996.74	0.00	34,693.26
45 - BGC WASTE SVS	1,300.00	0.00	1,300.00	730.00	0.00	570.00
11 - TOWN HALL	1,300.00	0.00	1,300.00	730.00	0.00	570.00
31 - CTRCT SVS BL	1,300.00	0.00	1,300.00	730.00	0.00	570.00
330 - WASTE SVS	1,300.00	0.00	1,300.00	730.00	0.00	570.00
21 - RECREATION	6,800.00	0.00	6,800.00	4,060.00	0.00	2,740.00

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
31 - TRASH COLLECTION						
31 - CTRCT SVS BL	2,600.00	0.00	2,600.00	1,350.00	0.00	1,250.00
330 - WASTE SVS	2,600.00	0.00	2,600.00	1,350.00	0.00	1,250.00
35 - CTRCT SVS WA	4,200.00	0.00	4,200.00	2,710.00	0.00	1,490.00
331 - PROF PORTA P	4,200.00	0.00	4,200.00	2,710.00	0.00	1,490.00
22 - BUNGANUT	5,040.00	0.00	5,040.00	3,615.00	0.00	1,425.00
31 - CTRCT SVS BL	2,940.00	-525.00	2,415.00	1,215.00	0.00	1,200.00
330 - WASTE SVS	2,940.00	-525.00	2,415.00	1,215.00	0.00	1,200.00
35 - CTRCT SVS WA	2,100.00	525.00	2,625.00	2,400.00	0.00	225.00
331 - PROF PORTA P	2,100.00	525.00	2,625.00	2,400.00	0.00	225.00
51 - ROADS	1,300.00	0.00	1,300.00	579.78	0.00	720.22
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
50 - ENERGY						
11 - TOWN HALL	11,984.00	0.00	11,984.00	7,210.27	0.00	4,773.73
50 - UTILITIES	11,984.00	0.00	11,984.00	7,210.27	0.00	4,773.73
510 - PROPANE	3,984.00	0.00	3,984.00	2,403.78	0.00	1,580.22
560 - ELECTRICITY	8,000.00	0.00	8,000.00	4,806.49	0.00	3,193.51
21 - RECREATION	1,420.00	0.00	1,420.00	574.19	0.00	845.81
50 - UTILITIES	1,420.00	0.00	1,420.00	574.19	0.00	845.81
560 - ELECTRICITY	1,420.00	0.00	1,420.00	574.19	0.00	845.81
22 - BUNGANUT	4,000.00	0.00	4,000.00	1,604.29	0.00	2,395.71
50 - UTILITIES	4,000.00	0.00	4,000.00	1,604.29	0.00	2,395.71
560 - ELECTRICITY	4,000.00	0.00	4,000.00	1,604.29	0.00	2,395.71
31 - TRANSFER STA	6,700.00	0.00	6,700.00	3,961.16	0.00	2,738.84
50 - UTILITIES	6,700.00	0.00	6,700.00	3,961.16	0.00	2,738.84
560 - ELECTRICITY	6,700.00	0.00	6,700.00	3,961.16	0.00	2,738.84
51 - ROADS	14,500.00	0.00	14,500.00	4,034.56	0.00	10,465.44
50 - UTILITIES	14,500.00	0.00	14,500.00	4,034.56	0.00	10,465.44
560 - ELECTRICITY	14,500.00	0.00	14,500.00	4,034.56	0.00	10,465.44
21 - RECREATION						
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
670 - SIGNS	500.00	-500.00	0.00	0.00	0.00	0.00
22 - BUNGANUT	500.00	500.00	1,000.00	1,000.00	0.00	0.00
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
31 - TRANSFER STA	500.00	0.00	500.00	14.59	0.00	485.41
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
51 - ROADS	4,000.00	0.00	4,000.00	2,391.55	0.00	1,608.45
60 - SUPPLIES	4,000.00	0.00	4,000.00	2,391.55	0.00	1,608.45
670 - SIGNS	4,000.00	0.00	4,000.00	2,391.55	0.00	1,608.45
31 - TRANSFER STA	305,772.00	0.00	305,772.00	203,166.40	0.00	102,605.60
35 - CTRCT SVS WA	290,222.00	0.00	290,222.00	190,895.98	0.00	99,326.02
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	2,000.00	0.00	400.00
350 - PROF SVS TIP	172,197.00	0.00	172,197.00	112,970.71	0.00	59,226.29
351 - PROF SVS TW	39,750.00	0.00	39,750.00	20,592.81	0.00	19,157.19
352 - PROF SVS REC	7,350.00	0.00	7,350.00	6,136.86	0.00	1,213.14
355 - PROF SVS HAU	23,800.00	0.00	23,800.00	21,786.95	0.00	2,013.05
356 - PROF SVS HW	31,500.00	0.00	31,500.00	12,775.00	0.00	18,725.00
357 - PROF SVS HR	8,225.00	0.00	8,225.00	6,300.00	0.00	1,925.00
358 - PROF SVS HWO	2,300.00	0.00	2,300.00	1,567.15	0.00	732.85
359 - PROF SVS MET	0.00	0.00	0.00	5,075.00	0.00	-5,075.00
40 - REPAIRS & MA	8,100.00	0.00	8,100.00	6,984.31	0.00	1,115.69
450 - EQUIPMENT	8,100.00	0.00	8,100.00	6,984.31	0.00	1,115.69
50 - UTILITIES	3,500.00	0.00	3,500.00	1,770.61	0.00	1,729.39
580 - COMM	3,500.00	0.00	3,500.00	1,770.61	0.00	1,729.39
60 - SUPPLIES	2,950.00	400.00	3,350.00	2,975.50	0.00	374.50
610 - SUPPLIES	1,450.00	0.00	1,450.00	1,295.62	0.00	154.38
690 - PPG	1,500.00	400.00	1,900.00	1,679.88	0.00	220.12
90 - OTHER	1,000.00	-400.00	600.00	540.00	0.00	60.00
920 - STATE FEE'S	500.00	40.00	540.00	540.00	0.00	0.00
930 - HEALTH & WEL	500.00	-440.00	60.00	0.00	0.00	60.00
21 - RECREATION	8,510.00	0.00	8,510.00	2,972.35	0.00	5,537.65

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET		YTD NET	ENCUM	UNEXPENDED BALANCE
	ORIGINAL	ADJUSTMENT			
161 - PARKS & REC CONT'D					
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	2,071.54	0.00	5,038.46
940 - REC PROGRAMS	6,860.00	0.00	2,034.59	0.00	4,825.41
999 - MISC	250.00	0.00	36.95	0.00	213.05
22 - BUNGANUT	4,800.00	0.00	704.26	0.00	4,095.74
37 - CONT OUT	0.00	350.00	348.95	0.00	1.05
399 - CONT SVS OTH	0.00	350.00	348.95	0.00	1.05
50 - UTILITIES	4,800.00	-350.00	355.31	0.00	4,094.69
580 - COMM	4,800.00	-350.00	355.31	0.00	4,094.69
171 - RES EQUIP	10,000.00	0.00	10,000.00	0.00	0.00
99 - NOT SPECIFIE	10,000.00	0.00	10,000.00	0.00	0.00
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
172 - RES BLDG	10,000.00	0.00	10,000.00	0.00	0.00
99 - NOT SPECIFIE	10,000.00	0.00	10,000.00	0.00	0.00
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
175 - RES CON SVS	18,688.00	0.00	18,688.00	0.00	0.00
99 - NOT SPECIFIE	18,688.00	0.00	18,688.00	0.00	0.00
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
177 - RES MISC	42,715.00	0.00	42,715.00	0.00	0.00
99 - NOT SPECIFIE	42,715.00	0.00	42,715.00	0.00	0.00
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
179 - RESERVES GEN	80,000.00	0.00	80,000.00	0.00	0.00
91 - GMFR	80,000.00	0.00	80,000.00	0.00	0.00
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	80,000.00	80,000.00	0.00	0.00
11 - TOWN HALL	94,700.00	124,361.00	56,029.13	9,000.00	59,331.87
33 - CONT PROF	94,700.00	94,700.00	44,779.13	2,500.00	47,420.87
310 - PROF SERV	56,500.00	56,500.00	31,804.13	2,500.00	22,195.87
320 - PROF SERV LE	32,700.00	32,700.00	7,475.00	0.00	25,225.00
323 - PROF SERV AU	5,500.00	5,500.00	5,500.00	0.00	0.00
90 - OTHER	0.00	29,661.00	11,250.00	6,500.00	11,911.00
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	4,750.00	0.00	4,880.50
15 - CEMETERIES	11,500.00	71,500.00	20,839.24	14,997.00	35,663.76
37 - CONT OUT	11,500.00	71,500.00	20,839.24	14,997.00	35,663.76
399 - CONT SVS OTH	11,500.00	71,500.00	20,839.24	14,997.00	35,663.76
17 - PLANNING	41,500.00	500.00	0.00	0.00	500.00
33 - CONT PROF	500.00	500.00	0.00	0.00	500.00
310 - PROF SERV	500.00	500.00	0.00	0.00	500.00
37 - CONT OUT	41,000.00	0.00	0.00	0.00	0.00
399 - CONT SVS OTH	41,000.00	0.00	0.00	0.00	0.00
22 - BUNGANUT	0.00	41,000.00	41,000.00	0.00	0.00
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
95 - LIBRARY	128,678.00	128,678.00	128,678.00	0.00	0.00
37 - CONT OUT	128,678.00	128,678.00	128,678.00	0.00	0.00
399 - CONT SVS OTH	128,678.00	128,678.00	128,678.00	0.00	0.00
99 - NOT SPECIFIE	44,594.00	44,594.00	44,593.75	0.00	0.25
37 - CONT OUT	39,594.00	39,594.00	39,593.75	0.00	0.25
399 - CONT SVS OTH	39,594.00	39,594.00	39,593.75	0.00	0.25
90 - OTHER	5,000.00	5,000.00	5,000.00	0.00	0.00
999 - MISC	5,000.00	5,000.00	5,000.00	0.00	0.00
91 - GMFR	562,050.00	562,050.00	562,050.00	0.00	0.00
37 - CONT OUT	562,050.00	562,050.00	562,050.00	0.00	0.00
391 - GMFR PERSONN	384,804.00	384,804.00	384,804.00	0.00	0.00

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET		YTD		OUTSTAND UNEXPENDED	
	ORIGINAL ADJUSTMENT	NET	NET	ENCUM	BALANCE	
392 - GMFR CONTRAC	177,246.00	177,246.00	177,246.00	0.00	0.00	0.00
11 - TOWN HALL	19,970.00	19,939.00	18,256.97	0.00	1,682.03	
70 - EQUIPMENT	19,970.00	19,939.00	18,256.97	0.00	1,682.03	
710 - COMP EQUIP	3,975.00	3,975.00	3,719.30	0.00	255.70	
730 - OFFICE EQUIP	12,275.00	11,164.00	9,737.67	0.00	1,426.33	
790 - OTHER EQUIP	3,720.00	4,800.00	4,800.00	0.00	0.00	
31 - TRANSFER STA	300.00	331.00	330.87	0.00	0.13	
70 - EQUIPMENT	300.00	331.00	330.87	0.00	0.13	
790 - OTHER EQUIP	300.00	331.00	330.87	0.00	0.13	
92 - RSU # 57	0.00	5,503,499.35	5,503,499.35	0.00	0.00	
90 - OTHER	0.00	5,503,499.35	5,503,499.35	0.00	0.00	
999 - MISC	0.00	5,503,499.35	5,503,499.35	0.00	0.00	
97 - COUNTY	0.00	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	
99 - NOT SPECIFIC	0.00	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	

ITEM #7: (b.) Budget Committee Vacancies

2.0 - Vacancies in Elected Offices

The office of an elected official other than a member of the Board or an RSU 57 School Board Director shall become vacant upon the resignation, death, or removal from office in a manner authorized by law or upon forfeiture of office.

Elected officials shall forfeit their office if they lack any qualifications for the office as described by law, by this Charter and by the personnel criteria, or if they are convicted of a felony at any time during their term of office

If a vacancy shall occur in an elective office other than a member of the Board or an RSU 57 School Board Director, the Board shall call a special election within ninety (90) days of such vacancy for the purpose of electing a qualified person to fill the vacancy for the balance of the unexpired term. If, for any unseen reason, a vacancy occurs within the first one hundred eighty (180) days of the fiscal year, the Board shall hold a special election. A qualified person may be temporarily appointed by the Board for a period of no longer than six (6) months.

For the office of RSU 57 Director, vacancies shall be determined by 20-A M.R.S.A. § 1474

90 days = no later than Monday September 11th

Filing for nomination papers deadline 60 days prior to election (= July 13th if Election held on September 11th)

Nomination papers to be available until July 13th

Determine date, time, location and by secret ballot

A qualified person can be temporarily appointed for not longer than 6 months.

Budget Committee Vacancies

1x term ending 6/2024 (Effective July 1)

1x term ending 6/2025 (Effective June 13th)

ITEM #7: (e.) Field Use Request Form

LYMAN PARKS & RECREATION

11 South Waterboro Rd.
Lyman, Me. 04002

FIELD USE REQUEST FORM

NAME OF ORGANIZATION: S.M.A.S.H (Southern Maine Athletic Sports Haven)

TEAM NAME: TBD

CONTACT PERSON: Kristen Cunningham

EMAIL ADDRESS: kristen.cunningham@yahoo.com

ADDRESS: 226 Walker Rd Lyman, ME 04002

PHONE #:(home) (207)-608-1148 (work) _____ (cell) Same

ALTERNATE CONTACT: Danielle (Burwell) Day

EMAIL ADDRESS: dday72222@gmail.com

PHONE #:(home) (603)-409-1271 (work) _____ (cell) _____

FIELD REQUESTED: Bunganut Soccer Field on Brock Rd

PURPOSE: GAMES PRACTICES LEAGUE TOURNAMENT

BASEBALL SOFTBALL SOCCER OTHER

PITCHING DISTANCE: N/A BASE DISTANCE N/A

AGE GROUP: 3-14 #OF PLAYERS: Approx 60

RESIDENCE OF PLAYERS: Mostly Lyman, as well as, surrounding Southern Maine towns.

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

SIGNATURE: *Kristen Cunningham* DATE: 6/6/2023

PARKS & REC. SIGNATURE: _____ DATE: _____

APPROVED: _____ DATE: _____

NOTES: _____

MONTH: August

W/E 3rd Week, End of August

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

TIMES: 10am - 3pm Monday - Friday and Saturday 5pm - dusk

MONTH: September

W/E All weeks

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

TIMES: 10am - 3pm Monday - Friday and Saturday 5pm - dusk

MONTH: October

W/E All Weeks

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

TIMES: 10am - 3pm Monday - Friday and Saturday 5pm - dusk

MONTH: _____

W/E _____

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

TIMES: _____

MONTH: _____

W/E _____

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

TIMES: _____

ITEM #7: (f.) Application for an on-premises license



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

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Section I: Licensee/Applicant(s) Information; Type of License and Status

Legal Business Entity Applicant Name (corporation, LLC): <u>Town Line Family Restaurant Inc</u>	Business Name (D/B/A): <u>Town Line Family Restaurant</u>
Individual or Sole Proprietor Applicant Name(s):	Physical Location: <u>16 New County Rd Lyman 04002</u>
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different:
Mailing address, if different from DBA address:	Email Address: <u>dan@townline.me.com</u>
Telephone # Fax #:	Business Telephone # Fax #: <u>207-499-4300</u>
Federal Tax Identification Number: <u>82-1038108</u>	Maine Seller Certificate # or Sales Tax #: <u>1186110</u>
Retail Beverage Alcohol Dealers Permit:	Website address: <u>www.Townline.me.com</u>

1. New license or renewal of existing license? New Expected Start date: _____
 Renewal Expiration Date: 8/30/23

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
 Food: \$655,192.82 Beer, Wine or Spirits: \$60,208.26 Guest Rooms: 0

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

Malt Liquor (beer) Wine Spirits

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

- Restaurant (Class I, II, III, IV) Class A Restaurant/Lounge (Class XI) Class A Lounge (Class X)
- Hotel (Class I, II, III, IV) Hotel – Food Optional (Class I-A) Bed & Breakfast (Class V)
- Golf Course (included optional licenses, please check if apply) (Class I, II, III, IV) Auxiliary Mobile Cart
- Tavern (Class IV) Other: _____
- Qualified Caterer 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:

10 New County Rd, Lyman ME 04002

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
Daniel D Sylvestre	1/25/88	Biddeford ME
Amy L Sylvestre	7/18/90	Portland ME

Residence address on all the above for previous 5 years	
Name Dan & Amy	Address: 53 Betty Lane, E Waterboro ME
Name Dan & Amy	Address: 92 & 96 E Shore Rd E Waterboro
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:

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)

Front seating area 20 +/- seats & 13 bar
seats & back seating area w/ 50 +/- seats

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: Waterboro PSU 57 Middle School

Distance: 3.4 miles

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: 6/6/23


Signature of Duly Authorized Person

Daniel D Sylvestre
Printed Name Duly Authorized Person

Signature of Duly Authorized Person

Amy L Sylvestre
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 Lyman, Maine

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
	Ralph Blackington, Select Board
	Thomas Hatch, Select Board
	Jessica Picard, Select Board
	Amber Swett, Select Board
	Victoria Gavel, Select Board

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.

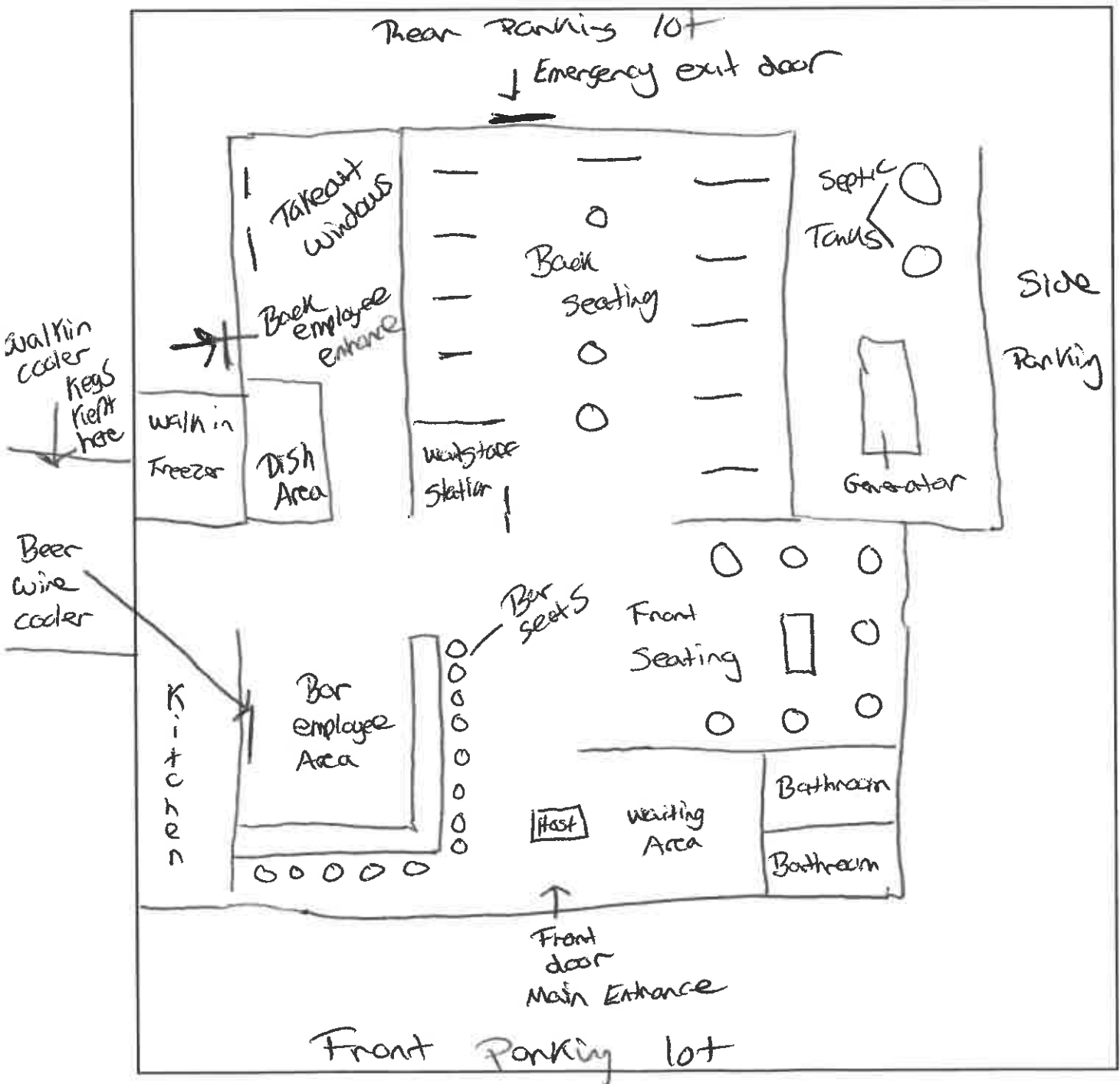
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together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

Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) 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
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only 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
Class III	For the Sale of Wine Only 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
Class IV	For the Sale of Malt Liquor Only 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
Class III and IV	For the Sale of Malt Liquor and Wine Only 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
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) 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.



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: Town Line Family Restaurant inc
2. Doing Business As, if any: _____
3. Date of filing with Secretary of State: 3/31/17 State in which you are formed: Maine
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
Amy Sylvestre	53 Betty Ln Waterboro	7/18/96	Secretary	50
Daniel Sylvestre	92/96 E Shore Rd Waterboro	1/25/88	President	50

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