

**Town of Lyman**  
**Select Board Regular Meeting Agenda**  
**Monday, March 7<sup>th</sup>, 2024 – Lyman Town Hall**

Welcome to the March 7<sup>th</sup>, 2024, Regular Meeting of The Lyman Select Board.  
This meeting is a public proceeding and is being recorded.

**PLEDGE OF ALLEGIANCE**

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

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

- a. Public Input – *Public in attendance will have up to 5 minutes to address the Board. Please use the podium to address the board and please be respectful of others*
- b. Mail    •York County Sherrif Report

**ITEM #3**      **MINUTES**

- a. Review / Approve meeting minutes 2/20/2024

**ITEM #4**      **SIGN WARRANTS**

- a. Payroll Warrant #33 in the amount of **\$30,301.30**
- b. Accounts Payable Warrant #34 (FY2024) in the amount of **\$592,775.73**

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

- a. Franchise Agreement, Updates if any – Public Hearing scheduled March 18<sup>th</sup>, 2024
- b. Discuss chain of communications/ Code of Conduct, Tabled for review
- c. Discuss Bunganut Booth Repairs, updates if any, Tabled for more information
- d. Review draft personnel policy – Workshop scheduled March 19<sup>th</sup>, 2024 at 6:00pm
- e. Approval for Field Use Request Form S.M.A.S.H – Tabled for recommendation of fee schedule

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

- a. Treasurer – Expense Report
- b. Fire Chief – GMFR Report

**ITEM #7**      **NEW BUSINESS**

- a. Review/ Approve Fee schedule for Bunganut Park
- b. Review/Approve On A Plain Brewing Liquor License Extension Application
- c. Planning Board Applicant (1 Applicant)
- d. Field Use Request Form Massabesic Little League

**EXCECUTIVE SESSION**

- 1.M.R.S.A §405 (A) Discussion regarding personnel matters

**OTHER**

**ADJOURN**

Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>	<u>%</u>	<u>Avg. Arrive</u>	<u>Avg. Time @ Scene</u>
ANIMAL COMPLAINT	0	5	5	1.3	0	0
Administrative	39	0	39	9.8	1.11	62.30
ALARM, BURGLAR - 2 man call	0	4	4	1.0	3.28	4.07
Announcement	0	4	4	1.0	0	0
ASSIST CITIZEN	1	10	11	2.8	9.28	5.67
Assist Other Agency - Other	2	2	4	1.0	5.03	46.38
Assist Other Agency - Police	2	5	7	1.8	20.69	56.27
Bail Conditions Paperwork	0	1	1	< 1	0	0
M/V COMPLAINT - DTE, OUI, ATV	0	12	12	3.0	7.82	13.16
BUILDING/AREA CHECK	1	0	1	< 1	0	2.43
CIVIL COMPLAINT	0	2	2	< 1	0	0
COMMUNITY POLICE CONTACT	1	0	1	< 1	0	38.08
COMPLAINT	0	1	1	< 1	22.05	11.15
DISTURBANCE - 2 man call	1	4	5	1.3	12.03	16.56
DISABLED MV	6	1	7	1.8	0	5.50
DIRECTED PATROL	3	0	3	< 1	0.57	6.40
DRUG INCIDENTS	0	1	1	< 1	0	0
ESCORT/TRANSPORT	3	7	10	2.5	16.67	226.17
MUTUAL AID - FIRE	0	2	2	< 1	0	0
MUTUAL AID - EMS	0	1	1	< 1	4.37	26.19
VEHICLE CRASH - FIRE / EMS	0	3	3	< 1	8.79	37.18
FINGERPRINTS	1	0	1	< 1	0	1.72
FOLLOW-UP INVESTIGATION	7	4	11	2.8	5.79	19.39
9-1-1 HANG UP	0	3	3	< 1	54.62	2.97
INTEL	1	2	3	< 1	3333333E-02	8.61
LARCENY /FORGERY/ FRAUD	0	2	2	< 1	11.11	8.05
Mental Health Call	0	2	2	< 1	7.21	59.22
Mental Health Support	1	1	2	< 1	0.02	15.05
9-1-1 MISDIAL	0	3	3	< 1	0	0
MISSING PERSON - NOT RUNAWAY	0	1	1	< 1	0	0
MOTOR VEHICLE ACCIDENT-PI/HAZ	0	1	1	< 1	11.07	38.03
M/V ACCIDENT - PROPERTY DAMAGE	1	7	8	2.0	13.86	15.64
M\V SLIDE OFF	2	1	3	< 1	1.77	12.20
MOTOR VEHICLE STOP	33	0	33	8.3	0.61	7.96
NOISE COMPLAINT	0	1	1	< 1	4.30	4.73
ON-DUTY TRAINING	1	0	1	< 1	0	35.12
OPEN LINE	0	1	1	< 1	0	0
CRUISER INSPECTION	117	3	120	30.1	0	0.62
PAPER WORK	0	4	4	1.0	12.07	0
PROPERTY RELEASE	1	0	1	< 1	0	39.62
Prison Contraband	1	0	1	< 1	0	19.73
REPOSSESSION INFO	0	1	1	< 1	0	0
SERVE RESTRAINING ORDER	2	9	11	2.8	15.90	19.82
Road Hazard - NO PAGE	0	2	2	< 1	0	0
Phone/Mail/Computer Fraud	0	1	1	< 1	0	0
ON DUTY SCHOOL RESOURCE	4	0	4	1.0	0	40.48
SERVE SUBPOENA	1	0	1	< 1	21.53	2.68
SERVE SUMMONS	1	0	1	< 1	0	32.65
SUSPICIOUS ACTIVITY	0	5	5	1.3	16.31	21.11
SEX OFFENDER REGISTER/VERIFICA	9	5	14	3.5	0.03	1.82
TRAFFIC CONTROL	0	2	2	< 1	0	0
Truancy	1	0	1	< 1	0	14.05
VIN Verification	0	3	3	< 1	40.55	12.24
SERVE WARRANT	5	11	16	4.0	2.34	59.57
WELFARE CHECK	0	7	7	1.8	23.20	12.98
Call Transfer to another PSAP	0	3	3	< 1	0	0
YSO Overtime page	0	1	1	< 1	0	0
<b>TOTAL</b>	<b>248</b>	<b>151</b>	<b>399</b>	<b>100</b>	<b>12.28</b>	<b>22.91</b>

### Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>	<u>%</u>	<u>Avg. Arrive</u>	<u>Avg. Time @ Scene</u>
ANIMAL COMPLAINT	0	4	4	2.9	18.63	7.83
ALARM, BURGLAR - 2 man call	0	8	8	5.8	18.42	4.57
ASSIST CITIZEN	1	5	6	4.4	0	17.13
Assist Other Agency - Other	0	2	2	1.5	26.67	13.78
Assist Other Agency - Police	0	4	4	2.9	17.30	13.48
M/V COMPLAINT - DTE, OUI, ATV	0	12	12	8.8	8.62	6.64
BUILDING/AREA CHECK	7	0	7	5.1	0	2.10
CIVIL COMPLAINT	0	1	1	< 1	0	15.22
COMMUNITY POLICE CONTACT	3	0	3	2.2	0	19.07
COMPLAINT	0	1	1	< 1	0	0
DISTURBANCE - 2 man call	0	3	3	2.2	8.38	12.25
DISABLED MV	2	0	2	1.5	0	36.76
DOMESTIC DISTURBANCE - 2 man	0	2	2	1.5	13.83	87.31
DIRECTED PATROL	2	0	2	1.5	0	14.46
MEDICAL   ECHO LEVEL	0	1	1	< 1	13.93	125.34
ESCORT/TRANSPORT	0	2	2	1.5	14.43	14.14
VEHICLE CRASH - FIRE / EMS	0	2	2	1.5	8.23	31.75
FOLLOW-UP INVESTIGATION	2	5	7	5.1	53.41	27.08
9-1-1 HANG UP	0	3	3	2.2	39.08	3.73
HOMELESS	0	1	1	< 1	6.98	87.07
INTEL	0	1	1	< 1	0	0
LARCENY /FORGERY/ FRAUD	0	1	1	< 1	26.38	16.85
Mental Health Call	0	1	1	< 1	8.07	31.67
9-1-1 MISDIAL	0	1	1	< 1	1.52	0.02
MOTOR VEHICLE ACCIDENT-PI/HAZ	0	1	1	< 1	17.62	27.48
M/V ACCIDENT - PROPERTY DAMAGE	1	7	8	5.8	14.74	36.98
M/V SLIDE OFF	1	2	3	2.2	12.07	38.74
MOTOR VEHICLE STOP	8	0	8	5.8	0	8.62
OPEN LINE	0	1	1	< 1	19.10	3.88
CRUISER INSPECTION	2	0	2	1.5	0	0.59
PAPER WORK	0	1	1	< 1	0.02	4.62
REPOSSESSION INFO	0	2	2	1.5	3.87	0.08
SERVE RESTRAINING ORDER	5	5	10	7.3	0.02	7.76
Road Hazard - NO PAGE	0	1	1	< 1	0	0
Phone/Mail/Computer Fraud	0	1	1	< 1	0	0
SEX OFFENSES	0	1	1	< 1	46.98	54.50
ON DUTY SCHOOL RESOURCE	3	0	3	2.2	0	28.68
STOLEN VEH	0	1	1	< 1	0	0
SUSPICIOUS ACTIVITY	0	4	4	2.9	29.15	5.04
Trespassing	0	1	1	< 1	49.82	1.93
Truancy	3	0	3	2.2	0	5.85
Unattended Death	0	2	2	1.5	12.00	109.94
VANDALISM	0	1	1	< 1	0	0
VIN Verification	0	2	2	1.5	17.37	11.76
SERVE WARRANT	0	1	1	< 1	9.95	75.42
WELFARE CHECK	0	1	1	< 1	14.43	8.70
Call Transfer to another PSAP	0	2	2	1.5	0	0
<b>TOTAL</b>	<b>40</b>	<b>97</b>	<b>137</b>	<b>100</b>	<b>18.02</b>	<b>21.18</b>

## ITEM #3: (a.) Minutes

Town of Lyman  
Select Board Meeting Minutes  
Monday February 20<sup>th</sup>, 2024 – Lyman Town Hall

*These are summary minutes in nature only and a full video recording of the proceeding is available to view on our YouTube channel at <https://www.youtube.com/@LymanTownHall/streams> or visit our website: <https://lyman-me.gov/committees/board-of-selectmen/agenda-and-minutes/>*

**Selectboard members present:** Thomas Hatch (Vice Chair), Jessica Picard, Amber Swett, Victoria Gavel

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

### ITEM #1

#### SPECIAL OFFERS/ PRESENTATIONS

##### a. Public Hearing – RFP for Aerial Imagery Services

**Thomas Hatch** – Opens the Public Hearing at 6:00pm.

**Bob St. Onge** – States it is the property owners right to post their property. He is opposed to having flyovers occurring as the pictures taken may become public record. Drones are not regulated by the FAA and there have been court cases across the country regarding violations of privacy rights with flyovers similar to these. He is not aware of any Town Official ever being denied access to someone’s property. This RFP should go to the voters to be voted on.

**Heather Chase** – States information and data being collected from the flyover will be stored likely for a long time and is never deleted. She is concerned about violations of privacy. She states there can be more cost-effective approaches to this that could be considered.

**Michelle Feliccitti** – States the data collected from the flyovers is not erased and is always there. Having the Assessor go out to properties is good for community engagement. This is not fiscally responsible to put money towards this and it’s not something that will drastically change how the job is done.

**Bill Nowicki** – States the US Constitution protects US citizens from unreasonable searches and seizures.

**Scott Robertson** – States he is not in favor of the Town spending money on this. When he recently sold a home, he found that all the information about the property was easily accessible from a cell phone.

**Judy St. Onge** – States she disagrees with the concept that this will save money and time because there will be no salary changes or decreases in costs in other areas. She would rather see funding put towards hiring personnel. The Town taking aerial photographs of properties is an invasion of privacy.

**Ken Burr** – States the item should be tabled until there is a new employee hired for the current open position because they may not feel they need this.

**Kevin Veilleux** – States he is in favor of the aerial imagery because it may serve as beneficial for multiple employees, boards, and committees, such as, Planning Board, Ordinance Review, Forestry Conservation, Zoning Board of Appeals, Cemetery Committee, and so on. He states about ten years ago a company conducted flyovers of the State of Maine and up until two years ago you could view anybody’s property on the internet. It was taken down because the data is now considered out of date. You can view what these images will look like by going to Bingmaps.com and view Portland Maine, or Concord New Hampshire and you will see there are no images peeking inside people’s windows. Aerial photos are taken from FAA controlled airspace. Lyman is behind other Town’s and lacks supportive systems that help employees conduct their work effectively. These flights were to be scheduled with proper notice going out to the citizens. The flights would take place one day per year.

**Bob St. Onge** – States the property owner owns all the air above and ground below their property.

**Josh Eon** – States the Town can utilize other software tools that are publicly available.

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**Thomas Hatch** – States he is concerned with the privacy issue and the Town was not looking to catch property owners doing anything, but to help the Assessor get that department caught up as there has been a lot of transition in that department and it is well known that there is a lot to get caught up on.

**Victoria Gavel** – States she was in favor that it would be helpful for the Assessor but given the sentiment from the citizens she would be in favor of looking into other alternatives, such as putting funding towards hiring personnel. If the Board were to consider this again, she would want to see it go to the voters to vote on.

**Thomas Hatch** – Reads an email from Paul Lorain who opposes aerial flyovers. There is no further public comment. The Public Hearing closes at 6:35pm

**Jessica Picard** – **Motions to take out of order Agenda Item 5(a) and address the RFP**

**Amber Swett** – **Seconds the motion. Motion passes: 4-0-0**

**Jessica Picard** – **Motions regarding the RFP for Aerial Imagery Services that the Town does not proceed with this service at this time.**

**Amber Swett** – **Seconds the motion. Motion passes: 4-0-0**

**EXECUTIVE SESSION**

**1.M.R.S.A §405 (A) Discussion regarding personnel matters**

**Jessica Picard** – **Motions to go into executive session per M.R.S.A 405(A) discussion regarding personnel matters.**

**Amber Swett** – **Seconds the motion.**

**Motion passes: 3-0-1 (Thomas Hatch, Amber Swett, Jessica Picard in favor; Victoria Gavel opposed)**

**Jessica Picard** – **Motions to come out of executive session. Amber Swett Seconds. Motion passes: 4-0-0**

**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 and please be respectful of others*

**Michell Felicitti** – Asks who is on the building committee and verifies from discussion the Town Hall Expansion Committee was dissolved and there is a Buildings and Grounds Committee from the revised charter.

- b. *Mail •MDOT Letter*

There is discussion that the Town owns a radar device however there is technical issues with the settings that have not been able to be reprogramed.

**ITEM #3**

**MINUTES**

- a. *Review / Approve meeting minutes 2/5/2024*

**Amber Swett** – **Motions to approve the meeting minutes.**

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

**ITEM #4**

**SIGN WARRANTS**

- a. *Payroll Warrant #31 in the amount of \$27,587.88*

**Victoria Gavel** – **Motions to approve. Jessica Picard seconds. Motion passes: 4-0-0**

- b. *Accounts Payable Warrant #30 (FY2024) in the amount of \$95,769.95*

**Victoria Gavel** – **Motions to approve. Jessica Picard seconds. Motion passes: 4-0-0**

**Amber Swett** – **Adds discussion that the MSW amount cost the Town \$22,936.45 and the recycling cost the Town \$878.40.**

Town of Lyman  
Select Board Meeting Minutes  
Monday February 20<sup>th</sup>, 2024 – Lyman Town Hall

**ITEM #5**

**UNFINISHED BUSINESS**

a. **RFP Waste Hauling – Review bids/ Updated Contract**

**Lindsay Gagne** – States the contract was updated to include changes to insurance requirements and added language for damages to the Town-Owned containers. The price was left blank until a bid is awarded.

**Jessica Picard** – **Motions to approve the draft template of the Waste Hauling Contract**

**Amber Swett** – **Seconds. Motion passes: 4-0-0**

**Gino Breggia** – Confirms he has three trucks and three drivers.

**Shawn Girard** – Confirms he has three trucks and two drivers. When he bid this contract, he bid it based on Monday through Friday services. He wasn't aware that the Town wanted weekend services. He was called for weekends in the past, but it cost more for him to get a driver. He would negotiate a higher weekend rate. He uses Lyman as a fill in, but Lyman is prioritized over residential or other services they provide.

**Jessica Picard** – States there hasn't been any formal communication and would like to see better communication going forward.

**Gino Breggia** – States he has four years in the business. He services this area and would provide quality service to the Town.

**Jessica Picard** – **Motions to award the bid to CIA Salvage**

**Victoria Gavel** – **Seconds the motion.**

**Discussion among the board the decision is based on cost and with any prior issues the Town will work to communicate better. Shawn Girard confirms his price of \$190 per haul for the first year and would want to negotiate a higher rate for weekends but leaves it up to the board. Lindsay Gagne states the bid request outlined the necessity for possible weekend hauls and confirms with Shawn Girard that CIA will be available for weekend calls.**

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

b. **RFP Aerial Imagery Services – Review bids**

Item moved out of order, see above under Item #1

c. **Franchise Agreement, Updates if any – Public Hearing scheduled March 18<sup>th</sup>, 2024**

Discussion there are no updates, Lindsay Gagne will check with Tony Vigue if he wants to attend the public hearing.

d. **Discuss chain of communications/ Code of Conduct**

Discussion to table the item to the next meeting so the board can review the draft code of conduct.

e. **Discuss Bunganut Booth Repairs, updates if any**

**Lindsay Gagne** – States Michelle Felicitti was looking to see if someone would donate something and is also looking at quotes. The Board will need to decide if they want to do repairs from the insurance claim or replace the whole booth before we open the park end of May. Item tabled.

f. **Review draft personnel policy**

A workshop is scheduled for February 26, 2024 at 6:00pm at the Town Hall.

**ITEM #6**

**DEPARTMENT AND COMMITTEE REPORTS**

a. **Tax Collector – Monthly Report** – Reviewed in Agenda Packet

**ITEM #7**

**NEW BUSINESS**

a. **Discuss repairs to Salt Shed**

**Lindsay Gagne** – States the electrical panel is corroded, the electrical inspector took a look at it, we got a quote for a new panel for \$900.

**Victoria Gavel** – **Motions to take the money out of capital improvement to replace the panel at the salt shed because it's corroded.**

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**Jessica Picard – Seconds the motion**

**Discussion if the panel could be moved outside or if there are other options. Lindsay will check what other options there are.**

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

**b. Discussion/ Approval of funds for updates to access control system.**

**Jessica Picard** – States she would want an inspection done of the fire alarm system.

**Jessica Picard – Motions to approve spending \$350 out of the contingency fund for fire alarm testing and inspections as soon as possible.**

**Victoria Gavel – Seconds. Motion Passes: 4-0-0**

**Jessica Picard – Motions to approve up to \$5,100 out of Capital Improvement for upgrades to the access control system.**

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

**c. Approval for Field Use Request Form S.M.A.S.H**

**Jessica Picard** – States the board has considered fees for field use and suggests the Bunganut Park Committee review and recommend a field use fee schedule.

**Michelle Feliccitti** – States she can bring this to the Bunganut Committee and look at ways how to offset some of the expenses for the park.

**d. Reschedule Next Select Board Meeting – Need room for Election Setup.**

Next Select Board meeting has been moved to March 7<sup>th</sup>, 2024 at 6:00pm located at the Town Hall.

**OTHER**

**Michelle Feliccitti-** States May 18<sup>th</sup>, 2024 will be the clean up day for the Pines at Bunganut Park.

**ADJOURN**

**Jessica Picard – Motions to adjourn. Amber Swett Seconds. Motion passes: 4-0-0**

\_\_\_\_\_  
Amber Swett

\_\_\_\_\_  
Rusty “Ralph” Blackington

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

\_\_\_\_\_  
Thomas Hatch

\_\_\_\_\_  
Victoria Gavel

I, Lindsay Gagne, Town Manager of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of 4 pages are the original minutes of the Select Board Meeting dated February 20<sup>th</sup>, 2024

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

# ITEM #4: (a.) Payroll Warrant

LYMAN  
8:12 AM

## Payroll Check Register

Pay Date: 03/06/2024

02/29/2024  
Page 1

Check	D / D	Check	Amount	Date	Employee
<b>Employee Checks</b>					
1	1,659.35	0.00	1,659.35	03/06/24	79 SUSAN J BELLEROSE
2	1,918.72	0.00	1,918.72	03/06/24	029 BRENDA D CHARLAND
3	1,187.49	0.00	1,187.49	03/06/24	025 THOMAS M CROTEAU
4	1,937.59	0.00	1,937.59	03/06/24	12 MARCEL DESROSIERS
5	2,461.97	0.00	2,461.97	03/06/24	028 LINDSAY GAGNE
6	1,875.46	0.00	1,875.46	03/06/24	016 LAURIE L GONSKA
7	307.52	0.00	307.52	03/06/24	117 PAUL HAKALA
8	684.13	0.00	684.13	03/06/24	022 DUANE A HANSON
9	259.30	0.00	259.30	03/06/24	007 THOMAS M HOLLAND
10	1,697.59	0.00	1,697.59	03/06/24	015 JEANETTE E LEMAY
11	686.52	0.00	686.52	03/06/24	036 JULIE LEMIEUX
12	1,285.30	0.00	1,285.30	03/06/24	041 RANDALL L MURRAY
13	470.93	0.00	470.93	03/06/24	19 BRIAN D. RACICOT
14	498.14	0.00	498.14	03/06/24	123 KYLE D RACICOT
15	387.69	0.00	387.69	03/06/24	002 DAVID W RILEY
16	146.80	0.00	146.80	03/06/24	020 DAVID H SANTORA
17	1,436.00	0.00	1,436.00	03/06/24	037 REBEKAH S THOMPSON
18	293.58	0.00	293.58	03/06/24	40 RAYMOND J VALLIERE
<b>Total</b>	<b>19,194.08</b>	<b>0.00</b>	<b>19,194.08</b>		
<b>Direct Deposit Checks</b>					
19	0.00	19,194.08	19,194.08	03/06/24	D / D 1 BIDDEFORD SAVINGS BANK
<b>Total</b>	<b>0.00</b>	<b>19,194.08</b>	<b>19,194.08</b>		
<b>Trust &amp; Agency Checks</b>					
20	0.00	7,069.56	7,069.56	03/06/24	T & A 1 I.R.S.
21	0.00	1,161.61	1,161.61	03/06/24	T & A 3 ICMA
22	0.00	1,303.91	1,303.91	03/06/24	T & A 2 MAINE REVENUE SERVICES
23	0.00	1,572.14	1,572.14	03/06/24	T & A 9 MPERS
<b>Total</b>	<b>0.00</b>	<b>11,107.22</b>	<b>11,107.22</b>		
<b>Summary</b>					
Checks:	Regular		0.00		18
	D / D		19,194.08		1
	Employee		19,194.08		
	T & A		11,107.22		4
	Voided				0
	<b>Total</b>		<b>30,301.30</b>		<b>23</b>



WARRANT: 33

Check	D / D	Check	Employee	Gross Pay
1	1,659.35	0.00	79 SUSAN J BELLEROSE	2,379.00
2	1,918.72	0.00	029 BRENDA D CHARLAND	2,786.83
3	1,187.49	0.00	025 THOMAS M CROTEAU	1,744.83
4	1,937.59	0.00	12 MARCEL DESROSIERS	2,604.62
5	2,461.97	0.00	028 LINDSAY GAGNE	3,494.23
6	1,875.46	0.00	016 LAURIE L GONSKA	2,913.46
7	307.52	0.00	117 PAUL HAKALA	333.00
8	684.13	0.00	022 DUANE A HANSON	997.50
9	259.30	0.00	007 THOMAS M HOLLAND	286.85
10	1,697.59	0.00	015 JEANETTE E LEMAY	2,405.15
11	686.52	0.00	036 JULIE LEMIEUX	913.50
12	1,285.30	0.00	041 RANDALL L MURRAY	1,960.80
13	470.93	0.00	19 BRIAN D. RACICOT	565.50
14	498.14	0.00	123 KYLE D RACICOT	599.44
15	387.69	0.00	002 DAVID W RILEY	419.81
16	146.80	0.00	020 DAVID H SANTORA	158.95
17	1,436.00	0.00	037 REBEKAH S THOMPSON	2,174.33
18	293.58	0.00	40 RAYMOND J VALLIERE	317.90
19	0.00	19,194.08	D / D 1 BIDDEFORD SAVINGS BANK	
20	0.00	7,069.56	T & A 1 I.R.S.	
21	0.00	1,161.61	T & A 3 ICMA	
22	0.00	1,303.91	T & A 2 MAINE REVENUE SERVICES	
23	0.00	1,572.14	T & A 9 MPERS	
<b>Total</b>	<b>19,194.08</b>	<b>30,301.30</b>		<b>27,055.70</b>

Put into A/P **11,344.53**  
 Taken out of A/P **(11,107.22)**  
**Total Payroll 30,538.61**

Count  
 Checks 23

TO THE MUNICIPAL TREASURER OF LYMAN, MAINE: THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

TOWM OF LYMAN, BOARD OF SELECTMEN

RALPH BLACKINGTON \_\_\_\_\_  
 THOMAS HATCH \_\_\_\_\_  
 JESSICA PICARD \_\_\_\_\_  
 VICTORIA GAVEL \_\_\_\_\_  
 AMBER SWETT \_\_\_\_\_

# ITEM #4: (b.) AP Warrant

Lyman  
12:21 PM

## A / P Check Register

Bank: BIDDEFORD SAVINGS

02/29/2024  
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	10429	5,367.78	02/20/24	34	0569 SECRETARY OF STATE
P	10430	3,852.74	02/26/24	34	0569 SECRETARY OF STATE
R	10431	2,290.00	02/29/24	34	0022 BEAN DATA
R	10432	554.00	02/29/24	34	0298 CENTRAL MAINE POWER (for GA)
R	10433	32.00	02/29/24	34	0994 CINTAS CORPORATION- # 758
R	10434	125.00	02/29/24	34	0211 CRIPPLE CREEK CORPORATION
R	10435	20.00	02/29/24	34	0101 CUNNINGHAM SECURITY SYSTEMS
R	10436	1,012.50	02/29/24	34	0239 DAVID MAYNES
R	10437	1,778.33	02/29/24	34	0133 DAVID W. RILEY
R	10438	40,500.00	02/29/24	34	0248 DAYTON SNOW FIGHTERS INC.
R	10439	118.32	02/29/24	34	0313 DUANE HANSON
R	10440	9,496.39	02/29/24	34	0024 EASTERN SALT COMPANY INC
R	10441	114.42	02/29/24	34	0056 EDISON PRESS
R	10442	52,515.92	02/29/24	34	0233 GOODWINS MILLS FIRE & RESCUE
R	10443	108.40	02/29/24	34	1158 HALEY'S METAL SHOP
R	10444	74.10	02/29/24	34	0184 JEANETTE LEMAY
R	10445	700.00	02/29/24	34	0230 JESSICAS CLEANING SERVICE
R	10446	5,554.40	02/29/24	34	0311 KCB LANDSCAPING
R	10447	10.72	02/29/24	34	0290 KELLY, EILEEN
R	10448	35.00	02/29/24	34	0368 M B O I A
R	10449	625.78	02/29/24	34	1111 MARCEL DESROSIERS
R	10450	31.61	02/29/24	34	0073 RANDALL, KATRINA
R	10451	19.99	02/29/24	34	0084 READYREFRESH BY NESTLE
R	10452	57.00	02/29/24	34	0502 REGISTRY OF DEEDS
R	10453	466,437.06	02/29/24	34	0419 RSU #57
R	10454	217.47	02/29/24	34	0048 SHEILA MCNEIL
R	10455	196.00	02/29/24	34	0372 TREASURER, STATE OF ME (DEP)
R	10456	149.55	02/29/24	34	0148 VERIZON WIRELESS
R	10457	202.52	02/29/24	34	0985 WARRENS OFFICE SUPPLIES
P	99999	55.00	02/29/24	34	0095 CARDMEMBER SERVICE
P	99999	498.75	02/29/24	34	0095 CARDMEMBER SERVICE
P	99999	24.98	02/29/24	34	0095 CARDMEMBER SERVICE
<b>Total</b>		<b>592,775.73</b>			

### Count

Checks	32
Voids	0

**A / P Warrant**

Warrant 34

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00022 BEAN DATA</b>						
0453	10431	03	MARCH	BEANMAR2024		
MARCH			E 110-11-32-310		2,290.00	2,290.00
			CTRCT SVS EQ / PROF SVS			
			<b>Vendor Total-</b>		<b>2,290.00</b>	
<b>00095 CARDMEMBER SERVICE</b>						
0453	99999	03	IAAO SOFTWARE	10214417		
IAAO SOFTWARE			E 102-11-20-280		55.00	0.00
			BENEFITS / TRAINING			
			<b>Invoice Total-</b>		<b>55.00</b>	
0453	99999	03	STAMPS.COM	02/22/2024		
STAMPS.COM			E 110-11-60-650		498.75	0.00
			SUPPLIES / POSTAGE			
			<b>Invoice Total-</b>		<b>498.75</b>	
0453	99999	03	BROWNING/WIRELESS	20240227-A70955		
BROWNING/WIRELESS			E 161-22-50-580		24.98	0.00
			UTILITIES / COMM			
			<b>Invoice Total-</b>		<b>24.98</b>	
			<b>Vendor Total-</b>		<b>578.73</b>	
<b>00298 CENTRAL MAINE POWER (for GA)</b>						
0453	10432	03	3001-5346-734	02/13/2024		
3001-5346-734			E 750-86-90-999		554.00	0.00
			OTHER / MISC			
			<b>Vendor Total-</b>		<b>554.00</b>	
<b>00994 CINTAS CORPORATION- # 758</b>						
0453	10433	03	13117643	4183912370		
RUGS-TH			E 141-11-31-310		32.00	0.00
			CTRCT SVS BL / PROF SVS			
			<b>Vendor Total-</b>		<b>32.00</b>	
<b>00211 CRIPPLE CREEK CORPORATION</b>						
0453	10434	03	APRIL	CRIPAPR2024		
APRIL			E 110-11-39-399		125.00	125.00
			CONT SVS OTH / OTHER			
			<b>Vendor Total-</b>		<b>125.00</b>	
<b>00101 CUNNINGHAM SECURITY SYSTEMS</b>						
0453	10435	03	63000320	149253		
SECURITY SYTEM			E 141-11-31-310		20.00	0.00
			CTRCT SVS BL / PROF SVS			
			<b>Vendor Total-</b>		<b>20.00</b>	
<b>00239 DAVID MAYNES</b>						
0453	10436	03	CONSTRUCTION ADMINISTRATI	1117		
CONSTRUCTION ADMINISTRATI			E 551-84-70-790		1,012.50	0.00
			FED - EQUIPMENT / OTHER EQUIP			
			<b>Vendor Total-</b>		<b>1,012.50</b>	
<b>00133 DAVID W. RILEY</b>						
0453	10437	03	SERVICES	44		
PLOWING/SHOVEL TH			E 143-11-31-360		300.00	0.00
			CTRCT SVS BL / PLOW & SAND			

**A / P Warrant**

Warrant 34

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
TOWN HALL TRASH			E 145-11-31-330		150.00	0.00
			CTRCT SVS BL / WASTE SVS			
			<b>Invoice Total-</b>		<b>450.00</b>	
0453	10437	03	SERVICES	42		
ROADS REPAIRS/MAINT			E 131-51-40-483		210.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
ROADS - SIGNS			E 148-51-60-670		120.00	0.00
			SUPPLIES / SIGNS			
			<b>Invoice Total-</b>		<b>330.00</b>	
0453	10437	03	SERVICES	41		
PLOWING/SHOVEL TH			E 143-11-31-360		773.33	0.00
			CTRCT SVS BL / PLOW & SAND			
TOWN HALL TRASH			E 145-11-31-330		35.00	0.00
			CTRCT SVS BL / WASTE SVS			
MOVING			E 141-11-31-310		150.00	0.00
			CTRCT SVS BL / PROF SVS			
			<b>Invoice Total-</b>		<b>958.33</b>	
0453	10437	03	SERVICES	43		
FUELING			E 150-31-35-310		40.00	0.00
			CTRCT SVS WA / PROF SVS			
			<b>Invoice Total-</b>		<b>40.00</b>	
			<b>Vendor Total-</b>		<b>1,778.33</b>	
<b>00248 DAYTON SNOW FIGHTERS INC.</b>						
0453	10438	03	MARCH	DAYMAR2024		
MARCH			E 143-51-31-360		40,500.00	40,500.00
			CTRCT SVS BL / PLOW & SAND			
			<b>Vendor Total-</b>		<b>40,500.00</b>	
<b>00313 DUANE HANSON</b>						
0453	10439	03	MILEAGE	02/15-02/26		
MILEAGE			E 110-11-90-910		118.32	0.00
			OTHER / MILEAGE/TRAV			
			<b>Vendor Total-</b>		<b>118.32</b>	
<b>00024 EASTERN SALT COMPANY INC</b>						
0453	10440	03	SALT LYMANM05	135970		
SALT LYMANM05			E 143-51-31-360		9,496.39	0.00
			CTRCT SVS BL / PLOW & SAND			
			<b>Vendor Total-</b>		<b>9,496.39</b>	
<b>00056 EDISON PRESS</b>						
0453	10441	03	PRINTING 2ND INSTALLMENT	123869		
PRINTING 2ND INSTALLMENT			E 110-11-80-860		114.42	0.00
			ADVER, PRINT / TAX BILLS			
			<b>Vendor Total-</b>		<b>114.42</b>	
<b>00233 GOODWINS MILLS FIRE &amp; RESCUE</b>						
0453	10442	03	MARCH	GMFRMAR24		
MARCH			E 186-91-37-392		16,185.25	16,185.25
			CONT OUT / GMFR CONTRAC			
MARCH			E 186-91-37-391		36,330.67	36,330.67
			CONT OUT / GMFR PERSONN			
			<b>Vendor Total-</b>		<b>52,515.92</b>	
<b>01158 HALEY'S METAL SHOP</b>						

**A / P Warrant**

Warrant 34

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj				
0453	10443	03	SERVICE	W15594		
SERVICE	E 141-11-40-410				108.40	0.00
	REPAIRS & MA / BLDGS & GROU					
<b>Vendor Total-</b>					<b>108.40</b>	
<b>00184 JEANETTE LEMAY</b>						
0453	10444	03	MILEAGE	2/2-2/27		
MILEAGE	E 110-11-90-910				74.10	0.00
	OTHER / MILEAGE/TRAV					
<b>Vendor Total-</b>					<b>74.10</b>	
<b>00230 JESSICAS CLEANING SERVICE</b>						
0453	10445	03	CLEANING SERVICES	99.903		
TH CLEANING SERVICE	E 141-11-31-310				500.00	0.00
	CTRCT SVS BL / PROF SVS					
ADDLT VACUUM	E 141-11-31-310				200.00	0.00
	CTRCT SVS BL / PROF SVS					
<b>Vendor Total-</b>					<b>700.00</b>	
<b>00311 KCB LANDSCAPING</b>						
0453	10446	03	MOWING MAR 24	KCBMAR24		
MOWING MAR 24	E 142-90-31-370				5,554.40	5,554.40
	CTRCT SVS BL / MOWING					
<b>Vendor Total-</b>					<b>5,554.40</b>	
<b>00290 KELLY, EILEEN</b>						
0453	10447	03	MILEAGE	JANUARY		
MILEAGE	E 110-11-90-910				10.72	0.00
	OTHER / MILEAGE/TRAV					
<b>Vendor Total-</b>					<b>10.72</b>	
<b>00368 M B O I A</b>						
0453	10448	03	MEMBERSHIP	2024		
MEMBERSHIP	E 102-11-20-290				35.00	0.00
	BENEFITS / MEMB & DUES					
<b>Vendor Total-</b>					<b>35.00</b>	
<b>01111 MARCEL DESROSIERS</b>						
0453	10449	03	MILEAGE	1/26-2/26		
MILEAGE	E 110-11-90-911				625.78	0.00
	OTHER / MI/TRAV ELE					
<b>Vendor Total-</b>					<b>625.78</b>	
<b>00073 RANDALL, KATRINA</b>						
0453	10450	03	REIMB-CEMETERY SUPPLIES	02/22/2024		
REIMB-CEMETERY SUPPLIES	E 181-15-37-399				31.61	0.00
	CONT OUT / CONT SVS OTH					
<b>Vendor Total-</b>					<b>31.61</b>	
<b>00084 READYREFRESH BY NESTLE</b>						
0453	10451	03	0427507058	24B0427507058		
H20 0427507058	E 110-11-60-610				19.99	0.00
	SUPPLIES / SUPPLIES					
<b>Vendor Total-</b>					<b>19.99</b>	
<b>00502 REGISTRY OF DEEDS</b>						

**A / P Warrant**

Warrant 34

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0453	10452	03	DISCHARGES	FEBRUARY		
DISCHARGES			E 110-11-39-399		57.00	0.00
			CONT SVS OTH / OTHER			
<b>Vendor Total-</b>					<b>57.00</b>	
<b>00419 RSU #57</b>						
0453	10453	03	MARCH	SCHLMAR2024		
MARCH			E 195-92-90-999		466,437.06	466,437.06
			OTHER / MISC			
<b>Vendor Total-</b>					<b>466,437.06</b>	
<b>00569 SECRETARY OF STATE</b>						
0453	10429	03	31170	02/09-02/15		
31170			G 1-250-00		5,367.78	0.00
			MTR VEHICLE			
<b>Invoice Total-</b>					<b>5,367.78</b>	
0453	10430	03	31170	02/15-02/22		
31170			G 1-250-00		3,852.74	0.00
			MTR VEHICLE			
<b>Invoice Total-</b>					<b>3,852.74</b>	
<b>Vendor Total-</b>					<b>9,220.52</b>	
<b>00048 SHEILA MCNEIL</b>						
0453	10454	03	AMAZON - SUPPLIES	112-7663408-952		
AMAZON - SUPPLIES			E 181-15-37-399		102.78	0.00
			CONT OUT / CONT SVS OTH			
<b>Invoice Total-</b>					<b>102.78</b>	
0453	10454	03	TRACTOR SUPPLY	1233		
TRACTOR SUPPLY			E 181-15-37-399		114.69	0.00
			CONT OUT / CONT SVS OTH			
<b>Invoice Total-</b>					<b>114.69</b>	
<b>Vendor Total-</b>					<b>217.47</b>	
<b>00372 TREASURER, STATE OF ME (DEP)</b>						
0453	10455	03	06ASW07173	206241SWF000014		
06ASW07173			E 150-31-90-920		196.00	0.00
			OTHER / STATE FEE'S			
<b>Vendor Total-</b>					<b>196.00</b>	
<b>00148 VERIZON WIRELESS</b>						
0453	10456	03	6423575065-00001	9955874395		
642357065-00001			E 110-11-50-580		149.55	0.00
			UTILITIES / COMM			
<b>Vendor Total-</b>					<b>149.55</b>	
<b>00985 WARRENS OFFICE SUPPLIES</b>						
0453	10457	03	TOWLYM	527159-00		
TOWLYM			E 110-11-60-610		21.67	0.00
			SUPPLIES / SUPPLIES			
<b>Invoice Total-</b>					<b>21.67</b>	
0453	10457	03	TOWLYM	527541-00		
TOWLYM			E 110-11-60-610		180.85	0.00
			SUPPLIES / SUPPLIES			
<b>Invoice Total-</b>					<b>180.85</b>	

**A / P Warrant**

Warrant 34

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
			<b>Vendor Total-</b>		<b>202.52</b>	
			<b>Prepaid Total-</b>		<b>9,799.25</b>	
			<b>Current Total-</b>		<b>582,976.48</b>	
			<b>EFT Total-</b>		<b>0.00</b>	
			<b>Warrant Total-</b>		<b>592,775.73</b>	

TO THE MUNICIPAL TREASURER OF LYMAN, MAINE: THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

TOWM OF LYMAN, BOARD OF SELECTMEN

RALPH BLACKINGTON \_\_\_\_\_

THOMAS HATCH \_\_\_\_\_

JESSICA PICARD \_\_\_\_\_

VICTORIA GAVEL \_\_\_\_\_

AMBER SWETT \_\_\_\_\_

## TOWN OF LYMAN

### Select Board Code of Conduct

#### 1. Purpose

This Code of Conduct is designed to describe the manner in which Select Board members should treat one another, Town employees, appointees, constituents, and others they come into contact with in representing the Town of Lyman. It reflects the work of the Lyman Select Board with defining more clearly the behavior, manners, rules of order, and courtesies that are suitable for various occasions. All members of the Select Board have equal votes, and all should be treated with equal respect. Board members shall demonstrate civility and respect at all times and shall not use their elected position for personal gain, for that of themselves or others, or for any conduct of a self-serving nature. The Select Board serve in their capacity as representatives of Lyman and shall endeavor to work for the benefit of the citizens and of the Town.

#### 2. Board Meetings

**Board Meetings** will be held at the Town Hall unless otherwise designated by the Chair or Vice Chair. A suitable alternative location that meets the needs of public attendance will be designated as needed. All meetings are open to the public, except under such provisions of executive session Title 1 M.R.S.A §405 et seq.

**Presiding Officer:** The Chair shall be the presiding officer during Board meetings. In the absence of the Chair, the Vice Chair shall be the presiding officer. In the absence of the Chair and Vice Chair, the next senior Board member shall preside. For the purpose of this section, a senior Board member shall be defined as a Board member currently serving the longest, consecutive term of all other Board members present.

**Agendas:** will be prepared by the Town Manager and approved by the Chair or Vice Chair before being posted. All reports, communications, resolutions, documents or other matters to be submitted to the Board shall be delivered to the Town Manager's Office by Thursday before noon prior to the regular meeting for consideration at that meeting and following the approval of the Chair or Vice Chair. In matters of extenuating circumstances, where items not on the agenda are brought to the Board, then the Board shall have discretion by a majority vote to consider the item and the reason for the extenuation shall be recorded and documented in the minutes. No votes or decisions shall be taken on any items or topics not on the agenda and such items shall be tabled and placed on the next agenda for continued consideration.



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**Executive Sessions:** The Board may only enter into executive session by a majority (3/5) vote of the Board. No orders, rules, resolutions, regulations, contracts, appointments, or other official action shall be finally approved during executive sessions. Any discussion of matters in executive session shall not be shared outside of the executive session.

### 3. Conduct of Public Meetings

**Decorum and Order:** All comments and questions shall be directed to the Chair or otherwise presiding officer of the meeting. A public member who wishes to address the board may do so during public comment or if called upon by the Chair or presiding officer.

The Chair or presiding officer has the right to prohibit public comment that is disorderly, inappropriate, offensive, disruptive, or threatening in any way. Any Select Board member has the right to call a point of order requesting the Chair or presiding officer to take corrective action of any disorderly conduct. Side conversations, whispering, or other distractions should be addressed by the Chair or presiding officer, to maintain order and limit disruptions.

Any persons who disrupt a Board meeting may be required to leave in order to permit orderly consideration of the matter for which the meeting was called. If the Chair or presiding officer requests any persons to leave and they do not do so, any member of the Board may call for an adjournment. In the event of an early adjournment, all remaining items not addressed will be tabled to the next meeting unless the Chair determines to hold an additional meeting sooner.

Matters pertaining to the day-to-day operations of the Town, that is not specifically on the agenda, should be redirected to the Town Manager. This is to help aid residents or any interested party in obtaining information being requested and limit time constraints on Board meetings.

**Practice Civility and Professionalism in Discussions and Debate:** Select Board members shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers, making personal comments not germane to the business of the body, or otherwise interfering with the orderly conduct of meetings. They shall demonstrate effective problem-solving approaches to find common ground and seek compromise when disparate points of view are expressed.

**Confidentiality of Executive Sessions:** Select Board members must take care to preserve the confidentiality of information received or discussed in duly-called executive sessions. Information received or discussed in a duly-called executive session shall not be discussed with or communicated to members of the public, the press, or other persons (except Town employee(s) as needed in connection with the item concerned), unless disclosure is approved by a majority of the Select Board and is not prohibited by applicable Maine or federal law; or as may be required by court order, subpoena, or litigation discovery request.

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#### 4. Select Board Conduct with Town Employees

**Developing Effective Working Relationships:** Firsthand information obtained from random and carefully planned observation of Town activities can be useful in providing proper oversight of the Town's activities and responsibilities. However, too frequent involvement in Town administrative activities or overzealous pursuit of information can undermine the efficiency and effectiveness of the Town Manager and other properly appointed department heads and supervisors. Therefore, Select Board members shall not stop, disrupt or unduly preoccupy any Town employee in the proper conduct of their activities, nor shall Select Board members excessively occupy any Town employee's personal working space such that their presence interferes with the proper and efficient conduct of their duties.

The Board subscribes to the concept that effective working relationships between Board members and the Town Manager are based on a clear understanding of respective roles, responsibilities and an appreciation for the value of constructively working through differences. Both the Board and the Manager should additionally embrace the goal of working together as associates with a common purpose without stifling independent thinking.

To that end, Select Board members should adhere to the following:

- Treat all employees with mutual respect, demonstrate clear and honest communication, and promote professionalism among the workplace.
- Limit contact to specific personnel. Requests for follow-up or directions to employees should be made only through the Town Manager. When in doubt about what employee follow-up or directions are appropriate, Select Board members should ask the Town Manager for direction.
- Do not disrupt Town employees from their jobs. Select Board members should not disrupt Town employees while they are in meetings, on the phone, or when performing their respective functions in order to meet the needs of an individual Select Board member.
- Never publicly criticize a Town employee. Critical comments about an employee's performance should be made only to the Town Manager and in confidentiality.
- Demonstrate the same mutual respect and limited interference, as outlined for employees, for Volunteers serving on boards, committees, and commissions.

#### 5. Select Board Conduct with the Public

**Make no promises on behalf of the Select Board or the Town:** Select Board members may be broached on topics or issues pertaining to Town Business as they meet and talk with constituents in the community. It is appropriate to give a brief overview of Town policy and to refer to the Town Manager for further information. It is inappropriate to overtly or implicitly promise Select Board action, or to promise Town employees will take specific action.

**Potential Access of Written Notes, Voicemail/Text Messages, and e-mail:** Freedom of Access laws describe public access to Town communications; written, voice, or electronic

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communication. Any Select Board members' communications should recognize potential access and evaluate communication with an exception of public dialog.

It is important Select Board members know that any written, electronic or digital communication pertaining to Town business is public record under Maine law, if the communication is one that is stored in a retrievable form, regardless of the device used to send, receive or store the communication. Furthermore, all Select Board members are expected to adhere to all rules governing in accordance with the Maine State Archives Local Government Record Retention Schedules.

**6. Response to Violations of Select Board Code of Conduct**

Select Board members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Select Board. Serious infractions of the Code of Conduct could lead to other sanctions as deemed appropriate by the Select Board. Board members should point out to the offending Select Board member infractions of the Code of Conduct.

**7. Amendment**

These rules may be amended by a majority vote of the Board. An amendment must be submitted in writing at a preceding meeting and shall be placed on the next agenda under the order of new business.

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This Select Board Code of Conduct was adopted by a majority of the Lyman Select Board on this \_\_\_day of \_\_\_\_\_, 2024

**Adopted:**

**Amended:**

\_\_\_\_\_ Ralph "Rusty" Blackington - Chair

\_\_\_\_\_ Thomas Hatch – Vice Chair

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

\_\_\_\_\_ Amber Swett

\_\_\_\_\_ Victoria Gavel

A Majority of the Board of Selectpersons

Lyman, Maine

## ITEM #5: (c.) Bunganut Booth Repairs

### Bunganut Booth Repairs

In the Fall the Booth at Bunganut Park was vandalized.

Insurance will cover the cost of repairs for \$4,393.59 with the Town paying a deductible of \$1,000. The cost of the deductible can come out of either account listed below:

**Capital improvement Reserve Balance = \$116,305**

**Contingency Balance = \$2,500**

Unless the Board would rather replace the booth entirely, insurance will not cover this expense. If the board chooses this route, funds would need to come from Capital Improvement.

2/5/24 : Discussion at Select Board meeting - Bunganut Park Committee was looking into getting something donated. It's possible to do a variance appeal if replacing the booth. No new updates at this time.

2/20/24: Discussion from Select Board meeting - No updates on potential donations. Looking into quotes for a new shed.

**From:** [Michelle Felicitti](#)  
**To:** [Town Manager](#)  
**Subject:** Fwd: 8' x 8" Shed!  
**Date:** Wednesday, February 21, 2024 4:47:50 PM  
**Attachments:** [0C5fSN4BerYTbUkJ.png](#)  
[NT4eDcCU9dyOI05P.png](#)  
[MgyGsp8Ap5N9whBs.png](#)

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Here's one quote

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

**From:** Heather Doherty <[heather@shedhappens.com](mailto:heather@shedhappens.com)>  
**Date:** Wed, Feb 21, 2024 at 2:54 PM  
**Subject:** 8' x 8' Shed!  
**To:** <[Mfelicitti@gmail.com](mailto:Mfelicitti@gmail.com)>

Hi Michelle!

Sorry for the delay! I had to run out to an appointment that took much longer than expected!

I included a 3D image of the shed below. Is this what you were thinking?

8' x 8' Gable A Frame: \$2,736.00  
Includes: (2) Windows, 35 Year roof shingles.

Single Prehung fiberglass entry door with lock set: \$594.00

(4) Additional windows: \$340.00

Total: \$3,670.00



Gable A-Frame - 8x8



Gable A-Frame - 8x8



I'm happy to make changes as well.

Best,

Heather Doherty  
Shed Happens, Inc.

--

*Michelle R. Felicitti, RPR*  
(207) 432-3114

"We all deserve to be in environments that bring out the softness in us, not the survival in us."  
#liveyourbestlife



1310 Stage Rd (Rte. 2)  
Etna, ME 04434

**Call 207-269-2800 for information**

1520 Alfred Rd (Rte. 111)  
Lyman, ME 04002

247 Main Rd (Rte. 1A)  
Holden, ME 04429

[www.hillviewminibarns.com](http://www.hillviewminibarns.com)

242 Middle Rd (Rte. 9)  
Sabattus, ME 04280

158 Lewiston Rd  
Gray, ME 04039

[info@hillviewminibarns.com](mailto:info@hillviewminibarns.com)

## Painted Storage Buildings



**A-Frame**



**A Frame Plus**



**A Frame Classic**



**High Side**



**High Wall Cottage**

8x8	\$2,640	\$3,035	\$3,260†	\$3,080	\$2,785*†
8x10	3,055	3,470	3,715†	3,390	3,145*†
8x12	3,300	3,870	4,125	3,720	3,515*
8x16	4,025	4,625	4,935	4,500	4,345*
10x10	3,435	3,970	4,200†	3,890	3,555*†
10x12	3,840	4,390	4,645†	4,240	\$4,035* / 4,195
10x14	4,190	4,755	5,195	4,665	4,670
10x16	4,605	5,185	5,655	5,085	5,190
10x20	5,415	6,030	6,550	6,020	5,835
12x12	4,590	5,140	5,585	4,780	5,230
12x16	5,500	6,080	6,585	5,845	5,880
12x20	6,485	7,100	7,665	6,810	6,775
12x24	7,295	7,940	8,565	7,510	7,585
12x28	8,260	8,935	9,625	8,450	8,670
12x32	9,240	9,950	10,700	9,410	9,640
12x36	10,065	10,805	11,610	10,255	10,560
12x40	11,370	12,145	13,025	11,450	11,535
14x20	7,065	7,680	7,875**	7,365	* Small Cottage only
14x24	7,975	8,620	8,820**	8,225	† 1 window only
14x28	9,040	9,715	9,915**	9,285	** No 6 pitch 14' wide
14x32	9,985	10,695	10,890**	10,290	
14x36	10,930	11,670	11,870**	11,395	
14x40	12,225	13,000	13,195**	12,595	
14x44	13,170	13,975	14,175**	13,800	
14x48	14,220	15,055	15,255**	14,185	

Depending on material prices, there may be a lumber surcharge added on all posted prices. Please call for current pricing.

### Buildings include:

- ~ 1 set of double doors, Advantech® flooring ~ Ramp
- ~ 30 year LP® SmartSide® siding
- ~ Painted exterior, gable vents
- ~ TechShield roof sheathing
- ~ Choice of Shingles or Metal Roof
- ~ **Cottage style** includes: window(s) & trim
- ~ **A-Frame Classic** includes: 6 pitch roof (10' & 12' wide only), window(s) & trim, transom windows in doors, decorative gable vents, 7" soffit & gable overhangs.
- ~ Snow load 90 PSF

### Plus Style Option:

- ~ 3" Gable overhang
- ~ 6" Fascia trim
- ~ 24"x36" window(s)
- ~ 4" window/door trim
- ~ Decorative Vents
- ~ Ramp

### Classic Style Option:

- ~ 6" Gable trim
- ~ Window(s)
- ~ 4" Window/door trim
- ~ Transom doors
- ~ Decorative vents
- ~ Ramp





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Etna, ME 04434

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[info@hillviewminibarns.com](mailto:info@hillviewminibarns.com)

## Options for Storage Buildings

### Windows

18"x23"	\$ 75.00
24"x36"	90.00
30"x36"	110.00
40"x27"	125.00
Shutters /pair	45.00

*Call a Rep. for pricing on insulated window options*

### Doors

Fiberglass Pre-hung 3'	\$485.00
Fiberglass Pre-hung 3' 9lite	550.00
Single 30"	175.00
Double 4' w/metal tread plate	200.00
Double 5' w/metal tread plate	240.00
Double 6' w/metal tread plate	280.00
Double 5' Fiberglass 6 Panel	470.00

*Call a Rep. for other door options*

### Vents

Eave Vent/Ft.	4.00
Ridge Vent/Ft	6.50
Standard Vent Pr.	24.00
Decorative Vent Pr.	54.00

### Lofts (4' deep)

8' & 10' wide buildings	\$100.00
12' & 14' wide buildings	150.00
2' deep work bench	7.00 /ft.

### Ramps

4'x4' Pressure Treated	\$110.00
4'x5' Pressure Treated	130.00
4'x6' Pressure Treated	150.00
4'x8' Pressure Treated	180.00

### Miscellaneous

Flower Boxes	\$35-60.00
3/4" Advantech Floor T&G	0.55 ft <sup>2</sup>
P.T. Frame	0.95 ft <sup>2</sup>
Floor Insulation – 2" Tuff-R™	2.50 ft <sup>2</sup>
Custom Metal Roofing colors	1.50 ft <sup>2</sup>
Metalbestos Chimney	995.00
Roofing Tar Paper (heated buildings)	0.55 ft <sup>2</sup>

### Low Side



8x8	\$2,635
8x10	2,935
8x12	3,255
8x14	n/a
8x16	3,920
10x10	3,385
10x12	3,710
10x14	
10x16	

### Econo-Shed



	\$1,980.00
	2,225.00
	2,645.00
	3,180.00
	3,460.00
	2,945.00
	3,235.00
	3,615.00
	3,995.00

- ~ 75" wall--2x4 studs @ 24" O.C.
- ~ Advantech floor--floor joist @ 24" O.C.
- ~ 3--PT 4x4 skids
- ~ Lifetime Architectural Shingle Roof
- ~ Unpainted SmartSide Siding
- ~ 4' Double door (no-X's or treadplate)
- ~ Warranty for 6 months from Invoice Date
- ~Only options available on Econo-Shed are windows, vents and ramp

Depending on material prices, there may be a lumber surcharge added on all posted prices. Please call for current pricing.

# ITEM #5: (e.) Field Use Request

## 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: \_\_\_\_\_

ADDRESS: 245 Main St South Berwick, ME 03908

PHONE #:(home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) Same

ALTERNATE CONTACT: Chris Molda

EMAIL ADDRESS: \_\_\_\_\_

PHONE #:(home) \_\_\_\_\_ (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: 3-16 #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: 2/6/2024

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

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

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

\_\_\_\_\_

MONTH: April

W/E 2nd week, End of April

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

TIMES: 10am - 2pm Monday - Friday

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MONTH: May

W/E All weeks

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

TIMES: 10am - 2pm Monday - Friday

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MONTH: June

W/E 1st Two Weeks, until school gets for Summer

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

TIMES: 10am - 2pm Monday - Friday

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

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

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

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

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

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

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

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

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## Bunganut Park Committee

### Recommendations for Field Use Fee Schedule

#### Off Season

\$250 / per organization for the year

#### Season

\$1,500 / per organization for the year

### Expense Summary Report

FUND: 1

ALL Months

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

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
101 - SALARIES	586,865.00	100,755.00	687,620.00	429,969.03	0.00	257,650.97
<b>11 - TOWN HALL</b>	<b>337,913.00</b>	<b>100,755.00</b>	<b>438,668.00</b>	<b>300,783.58</b>	<b>0.00</b>	<b>137,884.42</b>
10 - SALARIES	337,913.00	100,755.00	438,668.00	300,783.58	0.00	137,884.42
101 - TOWN MGR	0.00	100,755.00	100,755.00	60,396.11	0.00	40,358.89
103 - TREASURER	62,534.00	0.00	62,534.00	43,292.70	0.00	19,241.30
105 - TAX COLLECT	55,751.00	0.00	55,751.00	43,488.12	0.00	12,262.88
106 - ADMIN CLERK	51,578.00	0.00	51,578.00	24,628.15	0.00	26,949.85
115 - ASSESSOR	75,750.00	0.00	75,750.00	52,442.28	0.00	23,307.72
141 - CEO	65,000.00	0.00	65,000.00	47,117.50	0.00	17,882.50
142 - CEO CLERK	27,300.00	0.00	27,300.00	17,629.50	0.00	9,670.50
143 - ELECTRICIAN	0.00	0.00	0.00	11,789.22	0.00	-11,789.22
<b>13 - ELECTIONS</b>	<b>14,818.00</b>	<b>0.00</b>	<b>14,818.00</b>	<b>2,636.68</b>	<b>0.00</b>	<b>12,181.32</b>
10 - SALARIES	14,818.00	0.00	14,818.00	2,636.68	0.00	12,181.32
182 - BALLOT CLERK	8,478.00	0.00	8,478.00	2,351.30	0.00	6,126.70
183 - TM MODERATOR	340.00	0.00	340.00	170.00	0.00	170.00
184 - REGISTRAR	6,000.00	0.00	6,000.00	115.38	0.00	5,884.62
<b>17 - PLANNING</b>	<b>3,580.00</b>	<b>0.00</b>	<b>3,580.00</b>	<b>2,547.47</b>	<b>0.00</b>	<b>1,032.53</b>
10 - SALARIES	3,580.00	0.00	3,580.00	2,547.47	0.00	1,032.53
147 - PB	3,580.00	0.00	3,580.00	2,547.47	0.00	1,032.53
<b>18 - APPEALS BD</b>	<b>373.00</b>	<b>0.00</b>	<b>373.00</b>	<b>74.28</b>	<b>0.00</b>	<b>298.72</b>
10 - SALARIES	373.00	0.00	373.00	74.28	0.00	298.72
148 - APPEALS BOAR	373.00	0.00	373.00	74.28	0.00	298.72
<b>21 - RECREATION</b>	<b>3,960.00</b>	<b>0.00</b>	<b>3,960.00</b>	<b>1,980.00</b>	<b>0.00</b>	<b>1,980.00</b>
10 - SALARIES	3,960.00	0.00	3,960.00	1,980.00	0.00	1,980.00
127 - REC DIRECT	3,960.00	0.00	3,960.00	1,980.00	0.00	1,980.00
<b>31 - TRANSFER STA</b>	<b>124,121.00</b>	<b>0.00</b>	<b>124,121.00</b>	<b>76,975.88</b>	<b>0.00</b>	<b>47,145.12</b>
10 - SALARIES	124,121.00	0.00	124,121.00	76,975.88	0.00	47,145.12
131 - TRF STATION	123,121.00	0.00	123,121.00	76,975.88	0.00	46,145.12
132 - ECO ME REP	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<b>51 - ROADS</b>	<b>37,905.00</b>	<b>0.00</b>	<b>37,905.00</b>	<b>26,244.00</b>	<b>0.00</b>	<b>11,661.00</b>
10 - SALARIES	37,905.00	0.00	37,905.00	26,244.00	0.00	11,661.00
151 - RD COMM	37,905.00	0.00	37,905.00	26,244.00	0.00	11,661.00
<b>71 - GA</b>	<b>3,394.00</b>	<b>0.00</b>	<b>3,394.00</b>	<b>1,697.00</b>	<b>0.00</b>	<b>1,697.00</b>
10 - SALARIES	3,394.00	0.00	3,394.00	1,697.00	0.00	1,697.00
171 - GA DIRECT	3,394.00	0.00	3,394.00	1,697.00	0.00	1,697.00
<b>72 - ACO</b>	<b>7,458.00</b>	<b>0.00</b>	<b>7,458.00</b>	<b>5,163.30</b>	<b>0.00</b>	<b>2,294.70</b>
10 - SALARIES	7,458.00	0.00	7,458.00	5,163.30	0.00	2,294.70

### Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>101 - SALARIES CONT'D</b>						
175 - ACO	7,458.00	0.00	7,458.00	5,163.30	0.00	2,294.70
<b>99 - NOT SPECIFIC</b>	<b>53,343.00</b>	<b>0.00</b>	<b>53,343.00</b>	<b>11,866.84</b>	<b>0.00</b>	<b>41,476.16</b>
10 - SALARIES	33,970.00	0.00	33,970.00	11,866.84	0.00	22,103.16
179 - HEALTH OFFIC	455.00	0.00	455.00	0.00	0.00	455.00
191 - EXTRA TIME	7,500.00	0.00	7,500.00	1,404.34	0.00	6,095.66
199 - SELECT BOARD	26,015.00	0.00	26,015.00	10,462.50	0.00	15,552.50
90 - OTHER	19,373.00	0.00	19,373.00	0.00	0.00	19,373.00
997 - VOTED MORE	19,373.00	0.00	19,373.00	0.00	0.00	19,373.00
<b>102 - BENEFITS</b>	<b>266,347.00</b>	<b>0.00</b>	<b>266,347.00</b>	<b>138,034.47</b>	<b>75.00</b>	<b>128,237.53</b>
<b>11 - TOWN HALL</b>	<b>11,410.00</b>	<b>0.00</b>	<b>11,410.00</b>	<b>4,069.00</b>	<b>75.00</b>	<b>7,266.00</b>
20 - BENEFITS	11,410.00	0.00	11,410.00	4,069.00	75.00	7,266.00
280 - TRAINING	9,515.00	0.00	9,515.00	3,197.00	75.00	6,243.00
290 - MEMB & DUES	1,895.00	0.00	1,895.00	872.00	0.00	1,023.00
<b>13 - ELECTIONS</b>	<b>120.00</b>	<b>0.00</b>	<b>120.00</b>	<b>0.00</b>	<b>0.00</b>	<b>120.00</b>
20 - BENEFITS	120.00	0.00	120.00	0.00	0.00	120.00
280 - TRAINING	120.00	0.00	120.00	0.00	0.00	120.00
<b>31 - TRANSFER STAT</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>50.00</b>	<b>0.00</b>	<b>450.00</b>
20 - BENEFITS	500.00	0.00	500.00	50.00	0.00	450.00
280 - TRAINING	500.00	0.00	500.00	50.00	0.00	450.00
<b>99 - NOT SPECIFIC</b>	<b>254,317.00</b>	<b>0.00</b>	<b>254,317.00</b>	<b>133,915.47</b>	<b>0.00</b>	<b>120,401.53</b>
20 - BENEFITS	254,317.00	0.00	254,317.00	133,915.47	0.00	120,401.53
201 - FICA	51,199.00	0.00	51,199.00	33,967.37	0.00	17,231.63
210 - HEALTH	151,887.00	-250.00	151,637.00	73,221.34	0.00	78,415.66
211 - DENTAL	4,414.00	0.00	4,414.00	2,683.19	0.00	1,730.81
214 - LIFE NO MED	120.00	250.00	370.00	264.75	0.00	105.25
230 - 457B ER MATC	12,614.00	0.00	12,614.00	7,925.47	0.00	4,688.53
231 - MPERS ER	29,583.00	0.00	29,583.00	15,853.35	0.00	13,729.65
250 - PTO BUYOUT	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
<b>107 - CITIZENS PT</b>	<b>0.00</b>	<b>60,217.00</b>	<b>60,217.00</b>	<b>0.00</b>	<b>0.00</b>	<b>60,217.00</b>
<b>13 - ELECTIONS</b>	<b>0.00</b>	<b>60,217.00</b>	<b>60,217.00</b>	<b>0.00</b>	<b>0.00</b>	<b>60,217.00</b>
10 - SALARIES	0.00	26,832.00	26,832.00	0.00	0.00	26,832.00
181 - TOWN CLERK	0.00	26,832.00	26,832.00	0.00	0.00	26,832.00
20 - BENEFITS	0.00	33,385.00	33,385.00	0.00	0.00	33,385.00
201 - FICA	0.00	2,052.65	2,052.65	0.00	0.00	2,052.65
210 - HEALTH	0.00	28,097.39	28,097.39	0.00	0.00	28,097.39

### Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
107 - CITIZENS PT CONT'D						
211 - DENTAL	0.00	551.76	551.76	0.00	0.00	551.76
231 - MPERS ER	0.00	2,683.20	2,683.20	0.00	0.00	2,683.20
110 - GEN ADMIN	136,115.00	0.00	136,115.00	99,871.94	8,107.69	34,135.37
<b>11 - TOWN HALL</b>	<b>132,615.00</b>	<b>0.00</b>	<b>132,615.00</b>	<b>93,434.19</b>	<b>8,107.69</b>	<b>31,073.12</b>
32 - CTRCT SVS EQ	64,008.00	0.00	64,008.00	51,441.83	6,870.00	5,696.17
310 - PROF SVS	64,008.00	0.00	64,008.00	51,441.83	6,870.00	5,696.17
39 - CONT SVS OTH	13,831.00	0.00	13,831.00	12,722.46	250.00	858.54
315 - MEMB & DUES	9,071.00	0.00	9,071.00	8,477.00	0.00	594.00
399 - OTHER	4,760.00	0.00	4,760.00	4,245.46	250.00	264.54
50 - UTILITIES	10,464.00	0.00	10,464.00	4,947.64	0.00	5,516.36
580 - COMM	10,464.00	0.00	10,464.00	4,947.64	0.00	5,516.36
60 - SUPPLIES	18,431.00	0.00	18,431.00	8,832.77	0.00	9,598.23
610 - SUPPLIES	10,211.00	0.00	10,211.00	5,121.65	0.00	5,089.35
650 - POSTAGE	8,220.00	0.00	8,220.00	3,711.12	0.00	4,508.88
80 - ADVER, PRINT	18,515.00	0.00	18,515.00	5,716.38	987.69	11,810.93
810 - ADVERTISE	4,500.00	0.00	4,500.00	527.81	852.69	3,119.50
830 - FORMS	8,910.00	0.00	8,910.00	2,176.34	135.00	6,598.66
850 - TOWN REPORT	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
860 - TAX BILLS	3,105.00	0.00	3,105.00	3,012.23	0.00	92.77
90 - OTHER	7,366.00	0.00	7,366.00	9,773.11	0.00	-2,407.11
910 - MILEAGE/TRAV	7,366.00	0.00	7,366.00	4,054.43	0.00	3,311.57
911 - MI/TRAV ELE	0.00	0.00	0.00	5,718.68	0.00	-5,718.68
<b>19 - COMMITTEES</b>	<b>3,500.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>437.75</b>	<b>0.00</b>	<b>3,062.25</b>
90 - OTHER	3,500.00	0.00	3,500.00	437.75	0.00	3,062.25
999 - MISC	3,500.00	0.00	3,500.00	437.75	0.00	3,062.25
115 - ELECTIONS	13,561.00	0.00	13,561.00	1,264.55	1,020.00	11,276.45
<b>13 - ELECTIONS</b>	<b>13,561.00</b>	<b>0.00</b>	<b>13,561.00</b>	<b>1,264.55</b>	<b>1,020.00</b>	<b>11,276.45</b>
39 - CONT SVS OTH	9,339.00	0.00	9,339.00	1,020.00	1,020.00	7,299.00
399 - OTHER	9,339.00	0.00	9,339.00	1,020.00	1,020.00	7,299.00
60 - SUPPLIES	2,828.00	0.00	2,828.00	244.55	0.00	2,583.45
610 - SUPPLIES	1,126.00	0.00	1,126.00	244.55	0.00	881.45
650 - POSTAGE	1,702.00	0.00	1,702.00	0.00	0.00	1,702.00
80 - ADVER, PRINT	980.00	0.00	980.00	0.00	0.00	980.00
810 - ADVERTISE	980.00	0.00	980.00	0.00	0.00	980.00
90 - OTHER	414.00	0.00	414.00	0.00	0.00	414.00

### Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>115 - ELECTIONS CONT'D</b>						
910 - MILEAGE/TRAV	414.00	0.00	414.00	0.00	0.00	414.00
<b>117 - GEN ADMIN IN</b>						
	43,978.00	0.00	43,978.00	27,133.00	0.00	16,845.00
<b>99 - NOT SPECIFIC</b>	<b>43,978.00</b>	<b>0.00</b>	<b>43,978.00</b>	<b>27,133.00</b>	<b>0.00</b>	<b>16,845.00</b>
38 - CONT SVS INS	43,978.00	0.00	43,978.00	27,133.00	0.00	16,845.00
325 - INS PROP & C	20,068.00	0.00	20,068.00	15,679.00	0.00	4,389.00
326 - INS W.C.	18,790.00	0.00	18,790.00	10,709.00	0.00	8,081.00
327 - INS UNEMPLOY	5,000.00	0.00	5,000.00	665.00	0.00	4,335.00
328 - INS VOLUNTEE	120.00	0.00	120.00	80.00	0.00	40.00
<b>119 - CONTINGENCY</b>						
	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
<b>11 - TOWN HALL</b>	<b>2,500.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,500.00</b>
90 - OTHER	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
999 - MISC	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
<b>125 - ACO</b>						
	8,457.00	0.00	8,457.00	7,713.84	0.00	743.16
<b>72 - ACO</b>	<b>8,457.00</b>	<b>0.00</b>	<b>8,457.00</b>	<b>7,713.84</b>	<b>0.00</b>	<b>743.16</b>
39 - CONT SVS OTH	6,957.00	0.00	6,957.00	7,206.77	0.00	-249.77
381 - ACO	6,957.00	0.00	6,957.00	7,206.77	0.00	-249.77
90 - OTHER	1,500.00	0.00	1,500.00	507.07	0.00	992.93
910 - MILEAGE/TRAV	1,500.00	0.00	1,500.00	507.07	0.00	992.93
<b>128 - HHS G/A</b>						
	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<b>71 - GA</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
39 - CONT SVS OTH	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
310 - PROF SVS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<b>129 - HHS SOCIAL S</b>						
	1,131.00	0.00	1,131.00	1,131.00	0.00	0.00
<b>75 - SOCIAL SERV</b>	<b>1,131.00</b>	<b>0.00</b>	<b>1,131.00</b>	<b>1,131.00</b>	<b>0.00</b>	<b>0.00</b>
91 - OTHER SOC SV	1,131.00	0.00	1,131.00	1,131.00	0.00	0.00
999 - OTHER	1,131.00	0.00	1,131.00	1,131.00	0.00	0.00
<b>131 - ROADS</b>						
	814,350.00	0.00	814,350.00	145,668.44	3,400.00	665,281.56
<b>51 - ROADS</b>	<b>814,350.00</b>	<b>0.00</b>	<b>814,350.00</b>	<b>145,668.44</b>	<b>3,400.00</b>	<b>665,281.56</b>
33 - CONT PROF	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
310 - PROF SERV	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
40 - REPAIRS & MA	813,350.00	0.00	813,350.00	145,668.44	3,400.00	664,281.56



# Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>131 - ROADS CONT'D</b>						
481 - RDS/CONSTRUC	199,000.00	0.00	199,000.00	387.50	0.00	198,612.50
482 - RDS/RESURFA	475,000.00	0.00	475,000.00	80,200.00	3,400.00	391,400.00
483 - RDS/REPAIRS	139,350.00	0.00	139,350.00	65,080.94	0.00	74,269.06
<b>141 - B&amp;G CARE &amp; M</b>	<b>21,730.00</b>	<b>0.00</b>	<b>21,730.00</b>	<b>11,418.40</b>	<b>0.00</b>	<b>10,311.60</b>
<b>11 - TOWN HALL</b>	<b>13,360.00</b>	<b>0.00</b>	<b>13,360.00</b>	<b>11,383.32</b>	<b>0.00</b>	<b>1,976.68</b>
31 - CTRCT SVS BL	9,660.00	0.00	9,660.00	7,836.70	0.00	1,823.30
310 - PROF SVS	9,660.00	0.00	9,660.00	7,836.70	0.00	1,823.30
40 - REPAIRS & MA	3,700.00	0.00	3,700.00	3,546.62	0.00	153.38
410 - BLDGS & GROU	3,700.00	0.00	3,700.00	3,546.62	0.00	153.38
<b>21 - RECREATION</b>	<b>2,800.00</b>	<b>0.00</b>	<b>2,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,800.00</b>
31 - CTRCT SVS BL	950.00	0.00	950.00	0.00	0.00	950.00
310 - PROF SVS	950.00	0.00	950.00	0.00	0.00	950.00
40 - REPAIRS & MA	1,850.00	0.00	1,850.00	0.00	0.00	1,850.00
410 - BLDGS & GROU	1,850.00	0.00	1,850.00	0.00	0.00	1,850.00
<b>22 - BUNGANUT</b>	<b>1,360.00</b>	<b>0.00</b>	<b>1,360.00</b>	<b>35.08</b>	<b>0.00</b>	<b>1,324.92</b>
31 - CTRCT SVS BL	660.00	0.00	660.00	0.00	0.00	660.00
310 - PROF SVS	660.00	0.00	660.00	0.00	0.00	660.00
40 - REPAIRS & MA	700.00	0.00	700.00	35.08	0.00	664.92
410 - BLDGS & GROU	700.00	0.00	700.00	35.08	0.00	664.92
<b>23 - KBP</b>	<b>440.00</b>	<b>0.00</b>	<b>440.00</b>	<b>0.00</b>	<b>0.00</b>	<b>440.00</b>
31 - CTRCT SVS BL	440.00	0.00	440.00	0.00	0.00	440.00
310 - PROF SVS	440.00	0.00	440.00	0.00	0.00	440.00
<b>31 - TRANSFER STA</b>	<b>3,770.00</b>	<b>0.00</b>	<b>3,770.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,770.00</b>
31 - CTRCT SVS BL	2,620.00	0.00	2,620.00	0.00	0.00	2,620.00
310 - PROF SVS	2,620.00	0.00	2,620.00	0.00	0.00	2,620.00
40 - REPAIRS & MA	1,150.00	0.00	1,150.00	0.00	0.00	1,150.00
410 - BLDGS & GROU	1,150.00	0.00	1,150.00	0.00	0.00	1,150.00
<b>142 - B&amp;G MOWING</b>	<b>61,642.00</b>	<b>0.00</b>	<b>61,642.00</b>	<b>43,854.85</b>	<b>16,663.20</b>	<b>1,123.95</b>
<b>51 - ROADS</b>	<b>11,500.00</b>	<b>0.00</b>	<b>11,500.00</b>	<b>11,400.00</b>	<b>0.00</b>	<b>100.00</b>
31 - CTRCT SVS BL	11,500.00	0.00	11,500.00	11,400.00	0.00	100.00
370 - MOWING	11,500.00	0.00	11,500.00	11,400.00	0.00	100.00
<b>90 - MISC</b>	<b>50,142.00</b>	<b>0.00</b>	<b>50,142.00</b>	<b>32,454.85</b>	<b>16,663.20</b>	<b>1,023.95</b>
31 - CTRCT SVS BL	50,142.00	0.00	50,142.00	32,454.85	16,663.20	1,023.95

# Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
142 - B&G MOWING CONT'D						
370 - MOWING	50,142.00	0.00	50,142.00	32,454.85	16,663.20	1,023.95
143 - B&G PLOWING	651,940.00	0.00	651,940.00	457,607.66	85,500.00	108,832.34
<b>11 - TOWN HALL</b>	<b>4,640.00</b>	<b>0.00</b>	<b>4,640.00</b>	<b>4,416.65</b>	<b>0.00</b>	<b>223.35</b>
31 - CTRCT SVS BL	4,640.00	0.00	4,640.00	4,416.65	0.00	223.35
360 - PLOW & SAND	4,640.00	0.00	4,640.00	4,416.65	0.00	223.35
<b>22 - BUNGANUT</b>	<b>700.00</b>	<b>0.00</b>	<b>700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>700.00</b>
31 - CTRCT SVS BL	700.00	0.00	700.00	0.00	0.00	700.00
360 - PLOW & SAND	700.00	0.00	700.00	0.00	0.00	700.00
<b>23 - KBP</b>	<b>1,200.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>225.00</b>	<b>0.00</b>	<b>975.00</b>
31 - CTRCT SVS BL	1,200.00	0.00	1,200.00	225.00	0.00	975.00
360 - PLOW & SAND	1,200.00	0.00	1,200.00	225.00	0.00	975.00
<b>31 - TRANSFER STA</b>	<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>
31 - CTRCT SVS BL	3,000.00	0.00	3,000.00	3,000.00	0.00	0.00
360 - PLOW & SAND	3,000.00	0.00	3,000.00	3,000.00	0.00	0.00
<b>51 - ROADS</b>	<b>642,400.00</b>	<b>0.00</b>	<b>642,400.00</b>	<b>449,966.01</b>	<b>85,500.00</b>	<b>106,933.99</b>
31 - CTRCT SVS BL	642,400.00	0.00	642,400.00	449,966.01	85,500.00	106,933.99
360 - PLOW & SAND	642,400.00	0.00	642,400.00	449,966.01	85,500.00	106,933.99
145 - B&G WASTE SV	16,715.00	0.00	16,715.00	9,242.05	0.00	7,472.95
<b>11 - TOWN HALL</b>	<b>1,820.00</b>	<b>0.00</b>	<b>1,820.00</b>	<b>455.00</b>	<b>0.00</b>	<b>1,365.00</b>
31 - CTRCT SVS BL	1,820.00	0.00	1,820.00	455.00	0.00	1,365.00
330 - WASTE SVS	1,820.00	0.00	1,820.00	455.00	0.00	1,365.00
<b>21 - RECREATION</b>	<b>3,520.00</b>	<b>0.00</b>	<b>3,520.00</b>	<b>1,815.00</b>	<b>0.00</b>	<b>1,705.00</b>
31 - CTRCT SVS BL	1,300.00	0.00	1,300.00	335.00	0.00	965.00
330 - WASTE SVS	1,300.00	0.00	1,300.00	335.00	0.00	965.00
35 - CTRCT SVS WA	2,220.00	0.00	2,220.00	1,480.00	0.00	740.00
331 - PROF PORTA P	2,220.00	0.00	2,220.00	1,480.00	0.00	740.00
<b>22 - BUNGANUT</b>	<b>6,315.00</b>	<b>0.00</b>	<b>6,315.00</b>	<b>5,029.55</b>	<b>0.00</b>	<b>1,285.45</b>
31 - CTRCT SVS BL	2,940.00	1,000.00	3,940.00	3,947.05	0.00	-7.05
330 - WASTE SVS	2,940.00	1,000.00	3,940.00	3,947.05	0.00	-7.05
35 - CTRCT SVS WA	3,375.00	-1,000.00	2,375.00	1,082.50	0.00	1,292.50
331 - PROF PORTA P	3,375.00	-1,000.00	2,375.00	1,082.50	0.00	1,292.50
<b>23 - KBP</b>	<b>3,520.00</b>	<b>0.00</b>	<b>3,520.00</b>	<b>1,432.50</b>	<b>0.00</b>	<b>2,087.50</b>
31 - CTRCT SVS BL	1,300.00	0.00	1,300.00	475.00	0.00	825.00
330 - WASTE SVS	1,300.00	0.00	1,300.00	475.00	0.00	825.00

# Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>145 - B&amp;G WASTE SV CONT'D</b>						
35 - CTRCT SVS WA	2,220.00	0.00	2,220.00	957.50	0.00	1,262.50
331 - PROF PORTA P	2,220.00	0.00	2,220.00	957.50	0.00	1,262.50
<b>51 - ROADS</b>	<b>1,540.00</b>	<b>0.00</b>	<b>1,540.00</b>	<b>510.00</b>	<b>0.00</b>	<b>1,030.00</b>
31 - CTRCT SVS BL	1,200.00	0.00	1,200.00	255.00	0.00	945.00
330 - WASTE SVS	1,200.00	0.00	1,200.00	255.00	0.00	945.00
35 - CTRCT SVS WA	340.00	0.00	340.00	255.00	0.00	85.00
331 - PROF PORTA P	340.00	0.00	340.00	255.00	0.00	85.00
<b>147 - B&amp;G ENERGY</b>	<b>36,984.00</b>	<b>0.00</b>	<b>36,984.00</b>	<b>11,827.59</b>	<b>0.00</b>	<b>25,156.41</b>
<b>11 - TOWN HALL</b>	<b>12,484.00</b>	<b>0.00</b>	<b>12,484.00</b>	<b>5,328.65</b>	<b>0.00</b>	<b>7,155.35</b>
50 - UTILITIES	12,484.00	0.00	12,484.00	5,328.65	0.00	7,155.35
510 - PROPANE	3,984.00	0.00	3,984.00	1,321.92	0.00	2,662.08
560 - ELECTRICITY	8,500.00	0.00	8,500.00	4,006.73	0.00	4,493.27
<b>21 - RECREATION</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>231.61</b>	<b>0.00</b>	<b>268.39</b>
50 - UTILITIES	500.00	0.00	500.00	231.61	0.00	268.39
560 - ELECTRICITY	500.00	0.00	500.00	231.61	0.00	268.39
<b>22 - BUNGANUT</b>	<b>4,500.00</b>	<b>0.00</b>	<b>4,500.00</b>	<b>1,036.61</b>	<b>0.00</b>	<b>3,463.39</b>
50 - UTILITIES	4,500.00	0.00	4,500.00	1,036.61	0.00	3,463.39
560 - ELECTRICITY	4,500.00	0.00	4,500.00	1,036.61	0.00	3,463.39
<b>23 - KBP</b>	<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>367.58</b>	<b>0.00</b>	<b>1,632.42</b>
50 - UTILITIES	2,000.00	0.00	2,000.00	367.58	0.00	1,632.42
560 - ELECTRICITY	2,000.00	0.00	2,000.00	367.58	0.00	1,632.42
<b>31 - TRANSFER STA</b>	<b>9,000.00</b>	<b>0.00</b>	<b>9,000.00</b>	<b>2,324.48</b>	<b>0.00</b>	<b>6,675.52</b>
50 - UTILITIES	9,000.00	0.00	9,000.00	2,324.48	0.00	6,675.52
560 - ELECTRICITY	9,000.00	0.00	9,000.00	2,324.48	0.00	6,675.52
<b>51 - ROADS</b>	<b>8,500.00</b>	<b>0.00</b>	<b>8,500.00</b>	<b>2,538.66</b>	<b>0.00</b>	<b>5,961.34</b>
50 - UTILITIES	8,500.00	0.00	8,500.00	2,538.66	0.00	5,961.34
560 - ELECTRICITY	8,500.00	0.00	8,500.00	2,538.66	0.00	5,961.34
<b>148 - B&amp;G SIGNS</b>	<b>6,500.00</b>	<b>0.00</b>	<b>6,500.00</b>	<b>2,414.09</b>	<b>0.00</b>	<b>4,085.91</b>
<b>21 - RECREATION</b>	<b>500.00</b>	<b>-100.00</b>	<b>400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400.00</b>
60 - SUPPLIES	500.00	-100.00	400.00	0.00	0.00	400.00
670 - SIGNS	500.00	-100.00	400.00	0.00	0.00	400.00
<b>22 - BUNGANUT</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
60 - SUPPLIES	500.00	0.00	500.00	0.00	0.00	500.00
670 - SIGNS	500.00	0.00	500.00	0.00	0.00	500.00

### Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
148 - B&G SIGNS CONT'D						
<b>23 - KENNEBUNK PD</b>	<b>0.00</b>	<b>100.00</b>	<b>100.00</b>	<b>72.02</b>	<b>0.00</b>	<b>27.98</b>
60 - SUPPLIES	0.00	100.00	100.00	72.02	0.00	27.98
670 - SIGNS	0.00	100.00	100.00	72.02	0.00	27.98
<b>31 - TRANSFER STA</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>124.11</b>	<b>0.00</b>	<b>375.89</b>
60 - SUPPLIES	500.00	0.00	500.00	124.11	0.00	375.89
670 - SIGNS	500.00	0.00	500.00	124.11	0.00	375.89
<b>51 - ROADS</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>2,217.96</b>	<b>0.00</b>	<b>2,782.04</b>
60 - SUPPLIES	5,000.00	0.00	5,000.00	2,217.96	0.00	2,782.04
670 - SIGNS	5,000.00	0.00	5,000.00	2,217.96	0.00	2,782.04
<b>150 - TRF STATION</b>	<b>335,340.00</b>	<b>0.00</b>	<b>335,340.00</b>	<b>144,183.45</b>	<b>450.00</b>	<b>190,706.55</b>
<b>31 - TRANSFER STA</b>	<b>335,340.00</b>	<b>0.00</b>	<b>335,340.00</b>	<b>144,183.45</b>	<b>450.00</b>	<b>190,706.55</b>
35 - CTRCT SVS WA	310,380.00	0.00	310,380.00	137,054.07	0.00	173,325.93
310 - PROF SVS	2,980.00	0.00	2,980.00	849.50	0.00	2,130.50
349 - PROF SVS CAN	2,400.00	0.00	2,400.00	1,400.00	0.00	1,000.00
350 - PROF SVS TIP	166,250.00	0.00	166,250.00	83,718.13	0.00	82,531.87
351 - PROF SVS TW	43,750.00	0.00	43,750.00	14,812.64	0.00	28,937.36
352 - PROF SVS REC	10,650.00	0.00	10,650.00	5,274.90	0.00	5,375.10
355 - PROF SVS HAU	33,125.00	0.00	33,125.00	13,975.00	0.00	19,150.00
356 - PROF SVS HW	27,125.00	0.00	27,125.00	8,575.00	0.00	18,550.00
357 - PROF SVS HR	11,100.00	0.00	11,100.00	4,025.00	0.00	7,075.00
358 - PROF SVS HWO	2,500.00	0.00	2,500.00	1,448.90	0.00	1,051.10
359 - PROF SVS MET	10,500.00	0.00	10,500.00	2,975.00	0.00	7,525.00
40 - REPAIRS & MA	13,330.00	0.00	13,330.00	3,587.33	450.00	9,292.67
450 - EQUIPMENT	13,330.00	0.00	13,330.00	3,587.33	450.00	9,292.67
50 - UTILITIES	6,880.00	0.00	6,880.00	1,834.54	0.00	5,045.46
570 - FUEL	2,880.00	0.00	2,880.00	803.67	0.00	2,076.33
580 - COMM	4,000.00	0.00	4,000.00	1,030.87	0.00	2,969.13
60 - SUPPLIES	3,750.00	0.00	3,750.00	1,511.51	0.00	2,238.49
610 - SUPPLIES	750.00	0.00	750.00	256.64	0.00	493.36
690 - PPG	3,000.00	0.00	3,000.00	1,254.87	0.00	1,745.13
90 - OTHER	1,000.00	0.00	1,000.00	196.00	0.00	804.00
920 - STATE FEES	500.00	0.00	500.00	196.00	0.00	304.00
930 - HEALTH & WEL	500.00	0.00	500.00	0.00	0.00	500.00
<b>161 - PARKS &amp; REC</b>	<b>8,960.00</b>	<b>0.00</b>	<b>8,960.00</b>	<b>4,166.87</b>	<b>641.71</b>	<b>4,151.42</b>
<b>21 - RECREATION</b>	<b>8,360.00</b>	<b>-700.00</b>	<b>7,660.00</b>	<b>3,599.94</b>	<b>641.71</b>	<b>3,418.35</b>

# Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
<b>161 - PARKS &amp; REC CONT'D</b>						
40 - REPAIRS & MA	950.00	0.00	950.00	323.41	641.71	-15.12
450 - EQUIPMENT	950.00	0.00	950.00	323.41	641.71	-15.12
50 - UTILITIES	100.00	0.00	100.00	0.00	0.00	100.00
570 - FUEL	100.00	0.00	100.00	0.00	0.00	100.00
80 - ADVER, PRINT	200.00	0.00	200.00	0.00	0.00	200.00
810 - ADVERTISE	200.00	0.00	200.00	0.00	0.00	200.00
90 - OTHER	7,110.00	-700.00	6,410.00	3,276.53	0.00	3,133.47
940 - REC PROGRAMS	6,860.00	-700.00	6,160.00	3,214.49	0.00	2,945.51
999 - MISC	250.00	0.00	250.00	62.04	0.00	187.96
<b>22 - BUNGANUT</b>	<b>600.00</b>	<b>0.00</b>	<b>600.00</b>	<b>397.94</b>	<b>0.00</b>	<b>202.06</b>
50 - UTILITIES	600.00	0.00	600.00	397.94	0.00	202.06
580 - COMM	600.00	0.00	600.00	397.94	0.00	202.06
<b>23 - KPB</b>	<b>0.00</b>	<b>700.00</b>	<b>700.00</b>	<b>168.99</b>	<b>0.00</b>	<b>531.01</b>
50 - UTILITIES	0.00	700.00	700.00	168.99	0.00	531.01
580 - COMM	0.00	700.00	700.00	168.99	0.00	531.01
<b>171 - RES EQUIP</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIE</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
970 - TOWN RESERVE	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
<b>173 - RES BLDG</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIE</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
970 - TOWN RESERVE	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
<b>174 - RES - SO WAT</b>	<b>50,000.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>99 - NOT SPEC</b>	<b>50,000.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	50,000.00	0.00	50,000.00	50,000.00	0.00	0.00
970 - TOWN RESERVE	50,000.00	0.00	50,000.00	50,000.00	0.00	0.00
<b>175 - RES CON SVC</b>	<b>18,674.00</b>	<b>0.00</b>	<b>18,674.00</b>	<b>18,674.00</b>	<b>0.00</b>	<b>0.00</b>
<b>99 - NOT SPECIFIE</b>	<b>18,674.00</b>	<b>0.00</b>	<b>18,674.00</b>	<b>18,674.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	18,674.00	0.00	18,674.00	18,674.00	0.00	0.00
970 - TOWN RESERVE	18,674.00	0.00	18,674.00	18,674.00	0.00	0.00

### Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
177 - RES MISC CONT'D	32,715.00	0.00	32,715.00	32,715.00	0.00	0.00
177 - RES MISC	<b>32,715.00</b>	<b>0.00</b>	<b>32,715.00</b>	<b>32,715.00</b>	<b>0.00</b>	<b>0.00</b>
99 - NOT SPECIFIC	32,715.00	0.00	32,715.00	32,715.00	0.00	0.00
95 - RESERVES	32,715.00	0.00	32,715.00	32,715.00	0.00	0.00
970 - TOWN RESERVE	32,715.00	0.00	32,715.00	32,715.00	0.00	0.00
179 - RESERVES GMF	90,000.00	0.00	90,000.00	90,000.00	0.00	0.00
91 - GMFR	<b>90,000.00</b>	<b>0.00</b>	<b>90,000.00</b>	<b>90,000.00</b>	<b>0.00</b>	<b>0.00</b>
95 - RESERVES	90,000.00	0.00	90,000.00	90,000.00	0.00	0.00
978 - GMFR RESERVE	90,000.00	0.00	90,000.00	90,000.00	0.00	0.00
181 - OUTS GEN AD	194,200.00	45,150.00	239,350.00	127,219.40	7,000.00	105,130.60
11 - TOWN HALL	<b>144,200.00</b>	<b>0.00</b>	<b>144,200.00</b>	<b>52,949.16</b>	<b>0.00</b>	<b>91,250.84</b>
33 - CONT PROF	94,200.00	0.00	94,200.00	43,536.26	0.00	50,663.74
310 - PROF SERV	54,500.00	0.00	54,500.00	32,984.20	0.00	21,515.80
320 - PROF SERV LE	34,200.00	0.00	34,200.00	5,052.06	0.00	29,147.94
323 - PROF SERV AU	5,500.00	0.00	5,500.00	5,500.00	0.00	0.00
37 - CONT OUT	50,000.00	0.00	50,000.00	9,412.90	0.00	40,587.10
399 - CONT SVS OTH	50,000.00	0.00	50,000.00	9,412.90	0.00	40,587.10
15 - CEMETERIES	<b>8,500.00</b>	<b>45,150.00</b>	<b>53,650.00</b>	<b>33,270.24</b>	<b>7,000.00</b>	<b>13,379.76</b>
37 - CONT OUT	8,500.00	45,150.00	53,650.00	33,270.24	7,000.00	13,379.76
399 - CONT SVS OTH	8,500.00	45,150.00	53,650.00	33,270.24	7,000.00	13,379.76
17 - PLANNING	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
33 - CONT PROF	500.00	0.00	500.00	0.00	0.00	500.00
310 - PROF SERV	500.00	0.00	500.00	0.00	0.00	500.00
22 - BUNGANUT	<b>41,000.00</b>	<b>0.00</b>	<b>41,000.00</b>	<b>41,000.00</b>	<b>0.00</b>	<b>0.00</b>
37 - CONT OUT	41,000.00	0.00	41,000.00	41,000.00	0.00	0.00
399 - CONT SVS OTH	41,000.00	0.00	41,000.00	41,000.00	0.00	0.00
185 - OUTSOURCE OT	190,389.00	0.00	190,389.00	186,995.00	0.00	3,394.00
95 - LIBRARY	<b>141,270.00</b>	<b>0.00</b>	<b>141,270.00</b>	<b>141,270.00</b>	<b>0.00</b>	<b>0.00</b>
37 - CONT OUT	141,270.00	0.00	141,270.00	141,270.00	0.00	0.00
399 - CONT SVS OTH	141,270.00	0.00	141,270.00	141,270.00	0.00	0.00
99 - NOT SPEC	<b>49,119.00</b>	<b>0.00</b>	<b>49,119.00</b>	<b>45,725.00</b>	<b>0.00</b>	<b>3,394.00</b>
37 - CONT OUT	44,119.00	0.00	44,119.00	40,725.00	0.00	3,394.00
399 - CONT SVS OTH	44,119.00	0.00	44,119.00	40,725.00	0.00	3,394.00
90 - OTHER	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00

### Expense Summary Report

FUND: 1  
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
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185 - OUTSOURCE OT CONT'D						
999 - MISC	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00
186 - OUTS GMFR	630,191.00	0.00	630,191.00	472,643.28	157,547.76	-0.04
<b>91 - GMFR</b>	<b>630,191.00</b>	<b>0.00</b>	<b>630,191.00</b>	<b>472,643.28</b>	<b>157,547.76</b>	<b>-0.04</b>
37 - CONT OUT	630,191.00	0.00	630,191.00	472,643.28	157,547.76	-0.04
391 - GMFR PERSONN	435,968.00	0.00	435,968.00	326,976.03	108,992.01	-0.04
392 - GMFR CONTRAC	194,223.00	0.00	194,223.00	145,667.25	48,555.75	0.00
191 - OTHER CIP	44,335.00	0.00	44,335.00	12,249.24	5,269.66	26,816.10
<b>11 - TOWN HALL</b>	<b>30,535.00</b>	<b>0.00</b>	<b>30,535.00</b>	<b>5,534.36</b>	<b>4,719.66</b>	<b>20,280.98</b>
70 - EQUIPMENT	30,535.00	0.00	30,535.00	5,534.36	4,719.66	20,280.98
710 - COMP EQUIP	23,530.00	0.00	23,530.00	1,311.02	4,719.66	17,499.32
730 - OFFICE EQUIP	1,595.00	0.00	1,595.00	1,595.00	0.00	0.00
790 - OTHER EQUIP	5,410.00	0.00	5,410.00	2,628.34	0.00	2,781.66
<b>21 - RECREATION</b>	<b>900.00</b>	<b>0.00</b>	<b>900.00</b>	<b>600.00</b>	<b>0.00</b>	<b>300.00</b>
70 - EQUIPMENT	900.00	0.00	900.00	600.00	0.00	300.00
790 - OTHER EQUIP	900.00	0.00	900.00	600.00	0.00	300.00
<b>22 - BUNGANUT</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>2,909.88</b>	<b>0.00</b>	<b>2,090.12</b>
90 - OTHER	5,000.00	0.00	5,000.00	2,909.88	0.00	2,090.12
999 - MISC	5,000.00	0.00	5,000.00	2,909.88	0.00	2,090.12
<b>31 - TRANSFER STA</b>	<b>7,900.00</b>	<b>0.00</b>	<b>7,900.00</b>	<b>3,205.00</b>	<b>550.00</b>	<b>4,145.00</b>
70 - EQUIPMENT	7,900.00	0.00	7,900.00	3,205.00	550.00	4,145.00
790 - OTHER EQUIP	7,900.00	0.00	7,900.00	3,205.00	550.00	4,145.00
195 - RSU # 57	5,597,245.00	0.00	5,597,245.00	4,197,933.54	1,399,311.12	0.34
<b>92 - RSU # 57</b>	<b>5,597,245.00</b>	<b>0.00</b>	<b>5,597,245.00</b>	<b>4,197,933.54</b>	<b>1,399,311.12</b>	<b>0.34</b>
90 - OTHER	5,597,245.00	0.00	5,597,245.00	4,197,933.54	1,399,311.12	0.34
999 - MISC	5,597,245.00	0.00	5,597,245.00	4,197,933.54	1,399,311.12	0.34
197 - COUNTY	332,963.00	2,221.00	335,184.00	335,183.84	0.00	0.16
<b>97 - COUNTY</b>	<b>332,963.00</b>	<b>2,221.00</b>	<b>335,184.00</b>	<b>335,183.84</b>	<b>0.00</b>	<b>0.16</b>
90 - OTHER	332,963.00	2,221.00	335,184.00	335,183.84	0.00	0.16
999 - MISC	332,963.00	2,221.00	335,184.00	335,183.84	0.00	0.16
199 - OVERLAY	0.00	15,390.44	15,390.44	5,167.32	0.00	10,223.12
<b>99 - NOT SPECIFIC</b>	<b>0.00</b>	<b>15,390.44</b>	<b>15,390.44</b>	<b>5,167.32</b>	<b>0.00</b>	<b>10,223.12</b>

### Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
199 - OVERLAY CONT'D						
90 - OTHER	0.00	15,390.44	15,390.44	5,167.32	0.00	10,223.12
999 - MISC	0.00	15,390.44	15,390.44	5,167.32	0.00	10,223.12
<b>Final Totals</b>	10,214,827.00	223,733.44	10,438,560.44	7,078,281.85	1,684,986.14	1,675,292.45





# Weekly "All Hands"

## EMERGENCY INCIDENTS

**WEEKLY INCIDENT STATS:** 02/12/24 - 02/18/24

Aircraft Incident		
Alarms (Fire / CO)	1	
Appliance / Chimney Fire	1	
Brush / Woods Fire	1	
Gas Leaks / Hazmat		
Lines / Trees Down		
Medical Emergencies	10	
Mutual Aid (EMS)	1	
Mutual Aid (FIRE)	2	
Odor/Smoke Investigation		

Outside Fires (non-brush)		
Service Call / Public Assist		
Special / Technical Rescue		
Structure Fire		
Vehicle Crash	4	
Vehicle Fire		
Water / Ice Rescue		
<b>WEEK TOTAL</b>		<b>20</b>
<b>YEAR TO DATE (2024)</b>		<b>133</b>
<b>YEAR TO DATE (2023)</b>		<b>129</b>

**MONTHLY TOTALS**

**2023**    **2024**

JAN: 86            **92**  
 FEB: 68           -  
 MAR: 69           -  
 APR: 70           -  
 MAY: 77           -  
 JUN: 72           -  
 JUL: 74           -  
 AUG: 74           -  
 SEP: 106          -  
 OCT: 62           -  
 NOV: 98           -  
 DECR: 130       -

Total Incidents (2023): **986**  
 Total Incidents (2022): **897**  
 Total Incidents (2021): **857**

# January 2024/2023

<b>Emergency Incidents</b> 92/86	<b>of interest:</b> <ul style="list-style-type: none"> <li>01/01 - Lyman, ATV fire caused by discarded fireworks, nearly caught the home on fire.</li> <li>01/01 - Dayton, High Voltage Fuse malfunction on hybrid car.</li> <li>01/07 - Dayton, Plow truck entanglnd in live power lines.</li> <li>01/13 - Biddeford, Building fire, ambulance to scene, ladder to cover total of 8 members responded.</li> <li>Ambulance 86 out of service for leveling and heat issues</li> <li>Converted all incident reporting to new management software. First change since 1995.</li> <li>Annual mandatory training held in person with majority of members attending.</li> <li>1 Junior FF resigned. FD no longer a priority.</li> <li>2 Gas meters out of service</li> </ul>	<b>Overlapping Incidents</b> 5/11	<b>Trainings</b> 5/5										
<b>All Hands</b> 0/0		<b>Certification</b> 2/0 EVO 1											
<b>Mutual Aid Given</b> 15/17		<b>Work Orders</b> 27/75											
<b>Mutual Aid Received</b> 7/4		<b>Career staff</b> 5/5											
<b>No Manpower</b> 0/0		<b>Call-force</b> 48											
<b>Total Responders</b> 39 Those who responded to at least one incident													
<table border="1"> <tr> <td data-bbox="1008 1136 1135 1539"><b>Incidents by Town</b></td> <td data-bbox="1008 825 1135 1136"><b>Dayton 22/21</b></td> <td data-bbox="1008 514 1135 825"><b>Lyman 55/48</b></td> </tr> <tr> <td colspan="3" data-bbox="1135 514 1226 1539" style="text-align: center;"><b>Hospitals Transported to</b></td> </tr> <tr> <td data-bbox="1226 1276 1372 1539"><b>SMHC-Bidd</b> 38</td> <td data-bbox="1226 989 1372 1276"><b>SMHC-San.</b> 2</td> <td data-bbox="1226 642 1372 989"><b>MMC</b> 4</td> </tr> <tr> <td></td> <td data-bbox="1226 642 1372 806"><b>Mercy</b> 0</td> <td data-bbox="1226 514 1372 642"><b>York</b> 1</td> </tr> </table>		<b>Incidents by Town</b>	<b>Dayton 22/21</b>	<b>Lyman 55/48</b>	<b>Hospitals Transported to</b>			<b>SMHC-Bidd</b> 38	<b>SMHC-San.</b> 2	<b>MMC</b> 4		<b>Mercy</b> 0	<b>York</b> 1
<b>Incidents by Town</b>	<b>Dayton 22/21</b>	<b>Lyman 55/48</b>											
<b>Hospitals Transported to</b>													
<b>SMHC-Bidd</b> 38	<b>SMHC-San.</b> 2	<b>MMC</b> 4											
	<b>Mercy</b> 0	<b>York</b> 1											



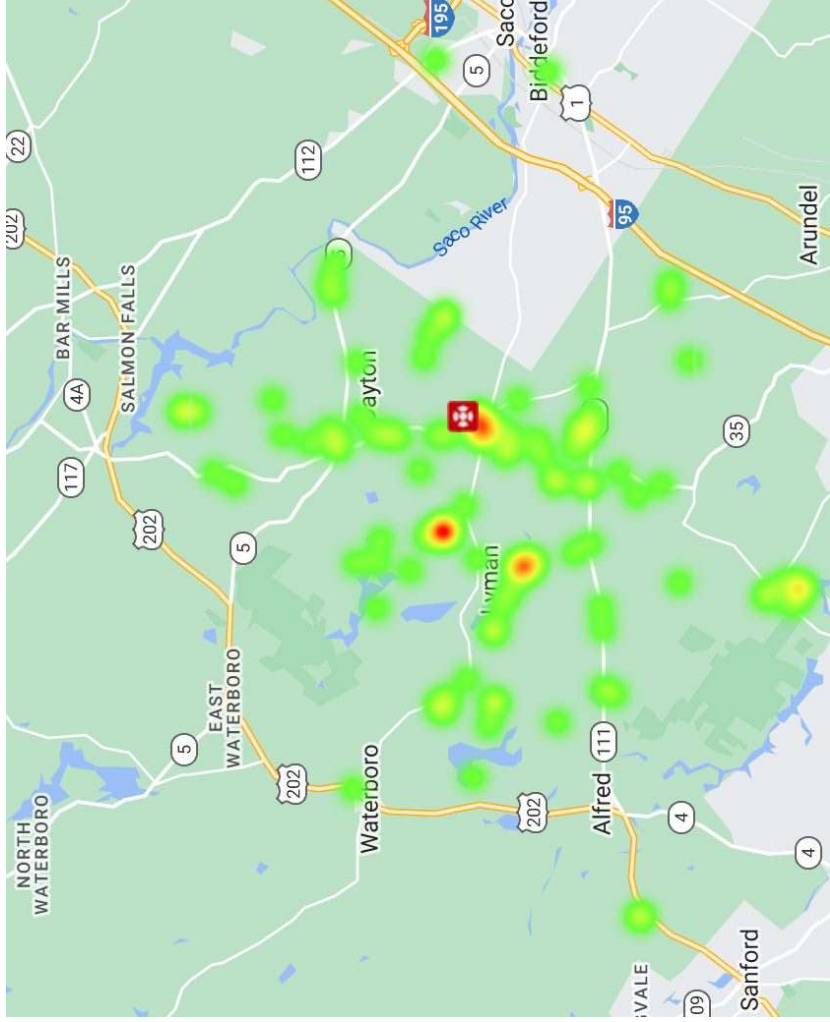
# Weekly “All Hands”

## PRIDE & OWNERSHIP

### RESOURCES

- [Recognition Form](#) to recognize outstanding performance in our department.
- [Fire Responder Assistance Program](#)
- [Code Green Campaign](#)
- [EAP](#)
- <https://codegreencampaign.org/>
- [Electric/Hybrid Vehicle quick reference](#)
- [EV guide](#)

First Due is able to provide a heat map of incidents. First Due is working to add the town lines to the map.



*PRIDE / OWNERSHIP / PROFESSIONALISM*

02/20/24



**Data From Pine Grove Rental Reservation Forms**

Date of Reservation	Name of Group	# of Attendees	Type of Event	Date of Payment	Total \$\$
6/28/2023	Waterboro Rec	100	Summer Camp	7/5/2023	\$1,750.00
7/2/2023	???	???	???	???	
7/5/2023	Waterboro Rec	100	Summer Camp	6/28/2023	
7/6/2023	Arundel Parks & Rec	100	Summer Camp	???	\$200.00
7/9/2023	???	???	Church Gathering	???	
7/12/2023	Waterboro Rec	100	Summer Camp	???	
7/19/2023	Waterboro Rec	100	Summer Camp	???	
7/20/2023	Arundel Parks & Rec	100	Summer Camp	???	\$200.00
7/22/2023	Grace Family Church	50	Church Gathering	7/22/2023	\$250.00
7/24/2023	Kittery Summer Camp	23	???	???	
7/26/2023	Waterboro Rec	100	Summer Camp	6/23/2023	
8/2/2023	Waterboro Rec	100	Summer Camp	???	
8/5/2023	Mike	30	???	???	
8/6/2023	Krystal	40	Family Event	8/6/2023	\$250.00
8/20/2023	Emily	50	???	???	
8/23/2023	Caring Unlimited	27	???	8/23/2023	\$250.00
8/24/2023	AMCC Softball	30	Season	???	

Total \$2,900.00

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: June 28 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Name / Group: Waterboro Rec \* Number of Attendees: 100

Contact Person: Todd Smith Phone #s: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: 24 Townhouse Rd

Town: Waterboro

Type of Event: Summer Camp

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: Jay

M/5 #043002 \$1450 —

Pine Grove Amenities:

Parking & Handicap Parking

Charcoal Grills

Picnic Tables

Rest Rooms (Porta Potties (HP)

Trash Containers

Private Beach Area

Rules & Regulations:

Use of Volley Ball Court, Horseshoes, Playground Field and Equipment and trails.

You are responsible for disposing of all Trash in containers provided.

Cleaning Picnic Tables

Cleaning of grill disposing of Cold Ash in Special Containers.

No Open Fires

Charcoal to be used in Charcoal Grills

No Life Guard on Duty swim at your own risk

No Loud Music, Sparklers, Fire Works

No Alcoholic Beverages

Do not chop or use tree material in Charcoal Grills

No Smoking

No Drugs

I have read the above Rules and Regulations and will leave the Pine Grove Area in good condition and report any damage to the Park Representative. In the event of any damage, I will reimburse the cost to the Sanford – Springvale YMCA.

Name:

Signe :

Date:

7-2-23

Bungayut Lake Contact Information

Sanford-Springvale YMCA

Matt Ouellette

Director of Youth Development

207-324-4292

[mouellette@sanfordymca.org](mailto:mouellette@sanfordymca.org)

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: July 5 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Name / Group: Waterbord Rec \* Number of Attendees: 100

Contact Person: Todd Smith Phone #s: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: 29 Townhouse Rd

Town: Waterbord

Type of Event: Summer Camp

*PRE PAID*  
*6/28/23*

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_



Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: July 6 Start Time: 10 End Time: 2

Name / Group: Anundel Park and Rec \* Number of Attendees: 100

Contact Person: Jen Shea Phone #s: \_\_\_\_\_

Email Address 257 Limerick Rd

Address: 3

Town: Anundel

Type of Event: Group

Total Cost: <sup>200.00 ME</sup> ~~\$250.00~~ for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_

Bunganut Lake  
Pine Grove Rental Reservation  
2023

Park Hours: 9:00am to 7:00pm

Date of Reservation: July 9<sup>th</sup> Start Time: 11 45 End Time: \_\_\_\_\_

Name / Group: \_\_\_\_\_ \* Number of Attendees: \_\_\_\_\_

Contact Person: Katie Phone #s: \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: 1248 S. trail

Town: N. Waterboro

Type of Event: Church gathering

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

*Already  
paid per  
less*

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: pd ymca Park Representative: Jessie

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: July 17 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Name / Group: Waterboro Rec \* Number of Attendees: 100

Contact Person: Todd Smith Phone #s: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: 24 Townhouse Rd

Town: Waterboro

Type of Event: Summer Camp

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: July 19 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Name / Group: Waterboro Rec \* Number of Attendees: 100

Contact Person: Todd Smith Phone #s: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: 24 Townhouse Rd

Town: Waterboro

Type of Event: Summer Camp

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: July 20 Start Time: 10 End Time: 2

Name / Group: Arundel Park + Rec \* Number of Attendees: 100

Contact Person: Jen Shea Phone #s: \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: 257 Limerick Rd

Town: Arundel

Type of Event: Summer Camp

Total Cost: <sup>200.00 MP</sup> ~~\$250.00~~ for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_

SENT CHECK  
IN MAIL  
BECD  
OK

6

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: 7-22 Start Time: 9 End Time: \_\_\_\_\_

Name / Group: Laurie Maloney \* Number of Attendees: 50

Contact Person: Grace Family Church Phone #s: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_

Type of Event: Church gathering

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 =\$ \_\_\_\_\_

Total Cost Due \$ 250 paid by check

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: 7-22  
Chad

Park Representative: Chad

CK# 7527

None

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: 7.24 Start Time: 10 End Time: 2

Name / Group: KITIKY SUMMER CAMP\* Number of Attendees: 23

Contact Person: Kyle Cook Phone #s: \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_

No payment rec'd  
No check-in from Kitiky Rec

P

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: July 26 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Name / Group: Waterboro Rec \* Number of Attendees: 100

Contact Person: Todd Smith Phone #: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: 24 Townhouse Rd

Town: Waterboro

Type of Event: Summer Camp

*PRPA 6/23*

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_



Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: Aug 2 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Name / Group: Waterboro Rec \* Number of Attendees: 100

Contact Person: Todd Smith Phone #s: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: 24 Townhouse Rd

Town: Waterboro

Type of Event: Summer Camp

**Total Cost: \$250.00 for 100 Attendees.**

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

**Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted**

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: Aug 5 Start Time: 9 End Time: 3

Name / Group: \_\_\_\_\_ \* Number of Attendees: 30ish

Contact Person: Michael LaFortune Phone #s: \_\_\_\_\_

Email Add \_\_\_\_\_

Address: 1 Ponderosa Ln Biddeford

Town: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: 8/6 Start Time: 9 End Time: 6

Name / Group: Krystle Gallozzo \* Number of Attendees: 40ish

Contact Person: Krystle Gallozzo Phone #s: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: 7513 Southwest Dr

Town: Gainesville, Florida

Type of Event: Family get together

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees:   /   @ \$10.00 = \$   /  

Total Cost Due \$ 250 ~~/~~

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: 8/6 Park Representative: MR

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: Aug 20 Start Time: 11 End Time: 3

Name / Group: \_\_\_\_\_ \* Number of Attendees: 50

Contact Person: Emily Vallee Phone #s: \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: Aug 23rd Start Time: 9 End Time: 5

Name / Group: Caring Unlimited \* Number of Attendees: 27

Contact Person: Royanna Lennox Phone #s: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ 250 -

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: 8/23/23 Park Representative: [Signature] 8/25/23

check 3008

Bunganut Lake  
Pine Grove Rental Reservation  
2023  
Park Hours: 9:00am to 7:00pm

Date of Reservation: 8-24 Start Time: 9 End Time: 7

Name / Group: Smca Softball \* Number of Attendees: 30

Contact Person: Chris Caswell Phone #s: \_\_\_\_\_

Email Address \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_

Type of Event: end of Season Get together

Total Cost: \$250.00 for 100 Attendees.

Additional Attendees: \_\_\_\_\_ @ \$10.00 = \$ \_\_\_\_\_

Total Cost Due \$ \_\_\_\_\_

Check made Payable to Sanford Springvale YMCA. No Credit Cards Accepted

Payment Received Date: \_\_\_\_\_ Park Representative: \_\_\_\_\_

*Y EMPLOYEE  
PAYMENT TO  
FOLLOW*

Bunganut Lake  
Pine Grove Rental Reservation  
Large Group Reservation  
2024  
Park Hours: 9:00am to 7:00pm

Date(s) of Reservation: \_\_\_\_\_

Name / Group Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_

Type of Event: \_\_\_\_\_

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Park Attendant/ representative completes this section

# Of Days Reserving: \_\_\_\_\_

Group Size/Attendees: \_\_\_\_\_

Cost per Day \$ \_\_\_\_\_

Total Cost Due: \_\_\_\_\_

Check made payable to Sanford Springvale YMCA. \*Credit Cards are NOT accepted.

Payment Received Date: \_\_\_\_\_ Check#: \_\_\_\_\_

Park Attendant/Representative: \_\_\_\_\_

Print Name

# Town Of Lyman

## Park Management Rules

Bunganut Park  
224 Brock Road  
Lyman, ME 04002

Adopted: May 1<sup>st</sup>, 2023

Amended: March 7<sup>th</sup>, 2024

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

### General Operations

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

Starting May 1<sup>st</sup> of each year the YMCA will begin organizing administrative tasks and securing staff for the opening day. The Select Board will ensure the YMCA receives a set of two keys for access to the Park and building within the Park. All keys issued to the YMCA are to be returned to the Town Hall at the request of the Select Board or its designee.

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

Monday through Friday, the supervisor and a gatekeeper at the Park's entrance shall be on the premises for ten (10) hours a day; Saturday and Sunday, the supervisor and a gatekeeper shall be on the premises for ten (10) hours a day. The Park shall close at dusk, an exact time to be agreed upon by the parties. Opening and closing hours of operations agreed upon shall be 9am to 7pm. To promote the safety of YMCA employees' hours of operation shall not extend beyond reasonable daylight hours.

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



# Town Of Lyman

## Park Management Rules

Bunganut Park  
224 Brock Road  
Lyman, ME 04002

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

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

### End season closings

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

Closing responsibilities shall include:

- Cleaning of facilities and removal of trash and/or debris within the park. Buildings should be left broom clean, and all buildings shall be closed down and left locked.
- Any belongings of the YMCA shall be moved to a designated location. The buildings and park shall be left clear of any obstructions to allow for the Parks and Recreation Department to access and use the park during off season.
- All administrative responsibilities to be completed by October 30<sup>th</sup> of each year.

### Fee Structure

The Select Board shall have sole authority to review and/or modify the fee structure. Changes to the fee structure will be considered prior to opening of the Park and proper notification of any changes will be given to the YMCA. **The YMCA will not deviate from the approved fee structure.** The Fee structure will be as follows:

Lyman Residents	\$Free
Non-Residents Daily Fee	\$20.00 <i>per car</i>
Non-Residents Seasonal Pass	\$100.00 <i>per pass</i>
<del>After 4pm Daily Fee</del>	<del>\$10.00 <i>per car</i></del>
<del>Senior Citizen/ Veterans Daily Fee</del>	<del>\$10.00 <i>per car</i></del>
<del>Non-Resident Weekly Pass</del>	<del>\$50.00 <i>per pass</i></del>
<del>Senior Citizen (4pm-7pm)/per car</del>	<del>\$10.00 <i>per car 4p-7p</i></del>
Pines Rental or Large Groups – Daily Fee	\$250.00 <i>per day (up to 100 group size)</i>
Pines Rental or Large Groups – Daily Fee	\$300.00 <i>per day (101 – 200 group size)</i>
Pines Rental or Large Groups – Daily Fee	\$350.00 <i>per day (201-250 group size)</i>

# Town Of Lyman

## Park Management Rules

Bunganut Park  
224 Brock Road  
Lyman, ME 04002

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### Payments

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

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

### Ownership of Documents

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

### Management Reporting

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

### Amendment

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

# Town Of Lyman

## Park Management Rules

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Bunganut Park  
224 Brock Road  
Lyman, ME 04002

**Adopted: May 1<sup>st</sup>, 2023**

**Amended: March 7<sup>th</sup>, 2024**

**Effective: March 7<sup>th</sup>, 2024**

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Ralph “Rusty” Blackington – Chair

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Thomas Hatch – Vice Chair

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Jessica Picard

---

Amber Swett

---

Victoria Gavel

A Majority of the Board of Selectpersons  
Lyman, Maine

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Andy Orazio

Chief Executive Officer

Sanford Springvale Y.M.C.A

---

Date

# ITEM #7: (b.) On A Plain Brewing, LLC

STATE OF MAINE

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



RECEIVED

FEB 22 2024

## Request for Extension of License Privileges for an On-Premises Establishment

### Section I: Licensee Information:

Legal Business Entity Licensee Name (corporation, LLC): <u>ON A PLAIN Brewing LLC</u>	Business Name (D/B/A): <u>ON A PLAIN Brewing</u>
Individual or Sole Proprietor Licensee Name(s): <u>Eric Dadevoir</u>	Physical Location: <u>347 Hill<sup>rd</sup>, Lyman, Maine, 04002</u>
License Number: <u>15,735</u>	Mailing address, if different:
Mailing address, if different from DBA address:	Email Address: <u>ONAPLAINBrewing@gmail.com</u>
Telephone #                      Fax #:	Business Telephone #                      Fax #:

### Section II: Extension of Privileges Information:

1. Name, Address, and Contact Information of Property Owner (if property is rented or leased, please provide a copy of rental/lease agreement):

Name: Lise Ouellette

Complete mailing address: PO Box 295  
Saco, ME 04072

Telephone/Mobile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

2. Type of Extension of Privileges: (check only one)

a. Temporary        Inside     Outside   
b. Permanent        Inside     Outside

continue to next page

3. Start Date: 4-1-2024 End Date (if applicable): \_\_\_\_\_
4. Will dancing be permitted in this area? Yes  No
- a. If yes, does the establishment have a dance license? Yes  No
- b. If yes, please provide a copy of the license from the State's Fire Marshall's Office
5. Will there be live entertainment in this area? Yes  No
6. Reason for this request:  
The Deck AREA in the ORIGINAL site MAP DID NOT work with the property.

**Section III: Signature of Licensee**

By signing this application, the licensee 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: 2-21-24

  
 Signature of Licensee or Duly Authorized Person

Eric Dudevair  
 Printed Name of Licensee or Duly Authorized Person

Submit completed forms to: Bureau of Alcoholic Beverages and Lottery Operations  
 Division of Liquor Licensing and Enforcement

Mailing address: 8 SHS, Augusta, ME 04333-0008  
 Courier delivery: 19 Union Street, 3rd floor, Suite 301-B,  
 Augusta, ME 04330

(continue to next page)

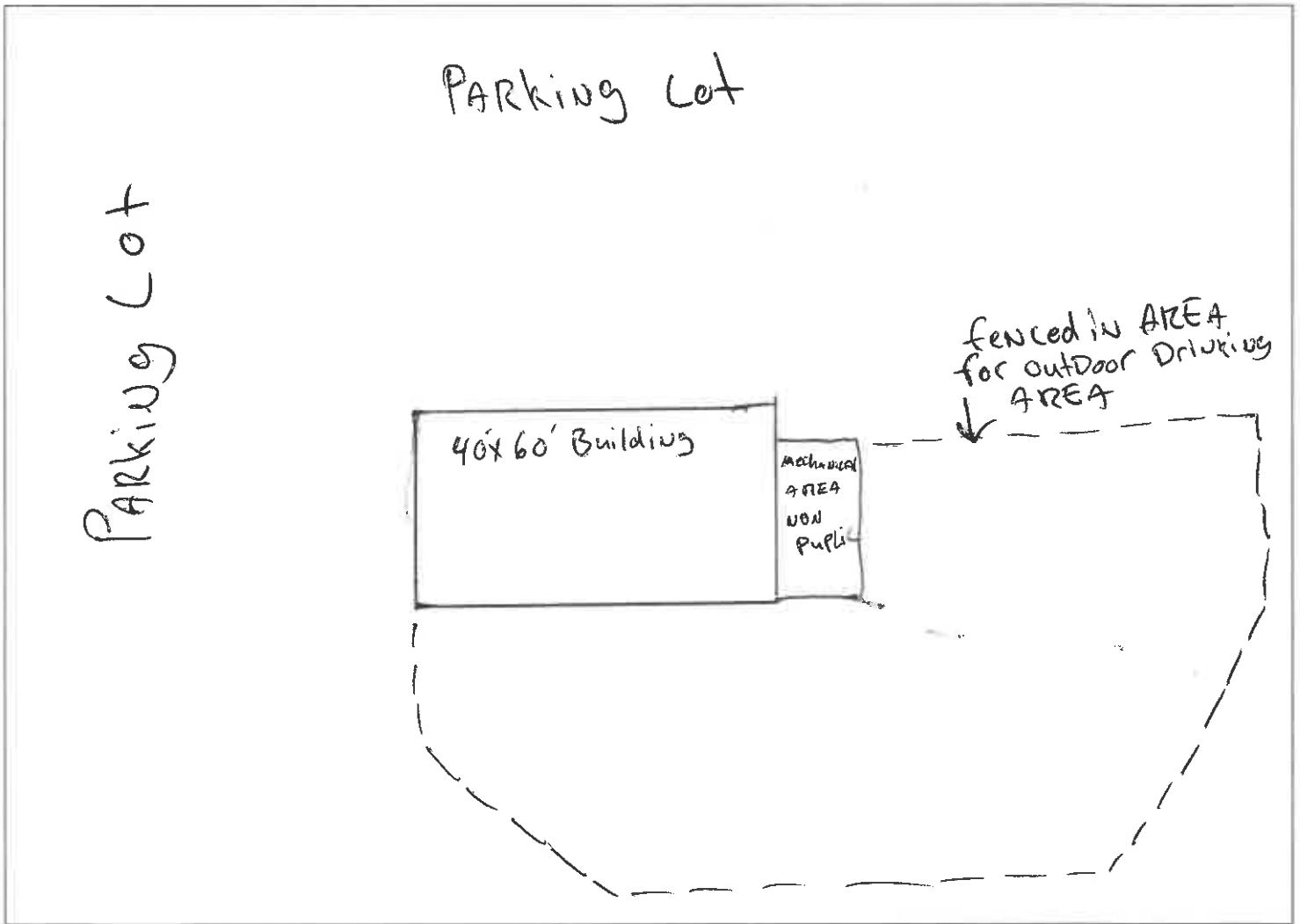


## Diagram for Extension of Privileges Area

The following restrictions apply to outdoor extension of privileges:

- There must be a stanchion or a fence completely enclosing the area.
- Signs must be posted stating "No alcohol beyond this point".
- There must be sufficient employees at the extension area of premises who would be able to control and monitor the area.

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your where consumption will occur including methods of monitoring and containment of the area(s).



### For Office Use Only:

Date Filed: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Issued By: \_\_\_\_\_

Approved  Not Approved







STATE OF MAINE  
 DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
 BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT  
 8 STATE HOUSE STATION  
 AUGUSTA, MAINE 04333-0008



### License for the Sale of Liquor

License Number	Issue Date	Expiration Date
SMB-2024-15735	02/12/2024	02/11/2025

This License is valid only between the Issue Date and the Expiration Date appearing on this document. This License may be used only for the Named Holder at the Location for which the License was issued. The person or business named in this License is authorized to sell or serve liquor with liquor content as permitted by Maine law for the license type designated in this License.

All licensees shall make available for inspection their licenses at the premises to which those licenses apply. This License or each type of License issued as part of this License is subject to fine, suspension or revocation pursuant to Title 28-A of Maine law. License fee is non-refundable and the License is non-transferable unless approved by the Bureau.

Legal Name of Licensee: ON A PLAIN BREWING LLC  
 Business Name of Licensee: ON A PLAIN BREWING LLC  
 Address of Licensee: 347 HILL RD  
 LYMAN, ME, 04002

CODE	License Type and Description	FEE
SMB	SMALL MAINE BREWERY - LESS THAN 930,000 GALLONS	50.00
FF	FILING FEE	10.00

Total Fees: \$ 60.00

*Tracy A. Willett*

Tracy A. Willett, Acting Deputy Director  
 Bureau of Alcoholic Beverages and Lottery Operations

ON A PLAIN BREWING LLC  
 347 HILL RD  
 LYMAN, ME 04002

CONTRACT ZONING AGREEMENT BY AND BETWEEN LISE D. OUELLETTE,  
TRUSTEE OF THE LISE D. OUELLETTE LIVING TRUST, ON A PLAIN BREWING, LLC  
AND THE TOWN OF LYMAN

This Contract Zoning Agreement made as of FEBRUARY 4, 2019, by and between the Town of Lyman, a body corporate and politic, located in the County of York and State of Maine, with a mailing address of 11 South Waterboro Road, Lyman, Maine 04002 (hereinafter the "Town"), and Lise D. Ouellette, Trustee of the Lise D. Ouellette Living Trust, whose mailing address is 347 Hill Road, Lyman, Maine 04002 (hereinafter "Applicant" or "Owner"), and On a Plain Brewing, LLC, a Maine limited liability company with a mailing address of 347 Hill Road, Lyman, Maine (singularly or together with Lise D. Ouellette, "Applicant") pursuant to 30-A M.R.S.A. § 4352(8), and the Contract Zoning provisions of Section 1.8 of the Town of Lyman Zoning Ordinance:

WHEREAS, Lise D. Ouellette, Trustee of the Lise D. Ouellette Living Trust is the owner of 347 Hill Road, Lyman, Maine, Tax Map 11, Lot 137-A, as further described in a deed dated June 19, 2017 and recorded in the York County Registry of Deeds in Book 17496, at Page 759 (the "Property");

WHEREAS, Eric Dudevoir and Lindsey Ouellette are the only members/managers of On a Plain Brewing, LLC; and

WHEREAS, On a Plain Brewing, LLC intends to lease and operate its business on the Property; and

WHEREAS, the Property is currently in a Residential Zone under the Town of Lyman Zoning Ordinance; and

WHEREAS, the Residential Zone presently does not allow certain uses or activities related to an Artisanal Food and Beverage Facility or Retail Businesses as defined in Ordinance section 12; and

WHEREAS, the Applicant wishes to construct and operate an Artisanal Food and Beverage Facility and Retail Business as defined in Ordinance section 12 (the "Project"); and

WHEREAS, the Applicant has requested a Contract Zone of the Property to permit certain uses, and other zoning changes necessary to accommodate the project, specifically that the Town of Lyman allow for the construction and operation of an Artisanal Food and/or Beverage Facility and Retail Business on the Property, subject to Site Plan Review; and

WHEREAS, the parties further intend and agree that these changes shall accommodate the following specific uses and activities:

a. producing beer and/or malt liquor in a small brewery which will be located within the proposed structure;

b. the sampling of beer and/or malt liquor in the associated tasting room which will be located within the proposed structure, and in the outdoor seating areas; and

c. the sale of beer and/or malt liquor made by the licensee to others for off-premise consumption; and

d. the sale of promotional merchandise, including glassware, apparel, coasters, bottle openers, stickers, and other miscellaneous accessories; and

e. the operation of food trucks on the Property; and

f. the placement of a sign in accordance with Town of Lyman's sign ordinance.

WHEREAS, the Planning Board found that the request for a Contract Zone to permit the above-referenced uses and other zoning changes necessary to accommodate the project on the Property which is of unusual nature and location, was consistent with the goals and objectives of the Comprehensive Plan and the Growth Plan of the Town of Lyman; and

WHEREAS, the Project will provide jobs, business and investment in the community; will broaden the municipal tax-base without burdens on municipal resources; will enjoy adequate access to roads, private water and sewer; and will be a compatible use without unreasonable offsite impacts; and

WHEREAS, the Town of Lyman, by and through its Board of Selectmen, has determined that the said rezoning would be pursuant to and consistent with the Town's local growth program and Comprehensive Plan adopted pursuant to Title 30-A, Chapter 187, and consistent with the existing and permitted uses within the original zoning district classification and has authorized the execution of this Contract Zoning Agreement.

NOW THEREFORE, in consideration of the mutual promises made by each party to the other, and other good and valuable consideration, the parties covenant and agree as follows:

1. The Town hereby amends the Zoning Map of the Town of Lyman, by adopting the zoning changes described herein, to allow for the construction and operation of an Artisanal Food and Beverage Facility on the Property which is located within the Residential Zone.

2. Applicant is authorized to develop the Property with the uses approved herein. The Applicant shall obtain separate final planning board approval of the proposed site plan. Construction and use of the Property shall be subject to the following conditions:

a. The Applicant shall adhere to all other applicable provisions of the Residential Zoning District and of the Zoning Ordinance.

b. The operating hours of the facility shall be limited to four (4) days per week (Thursday – Sunday), 12:00 pm until 8:00 pm.

c. All parking for guests, customers, and other invitees of the Applicant shall be off-street and onsite, such that no parking shall be permitted on Hill Road.

d. The Application shall construct adequate drainage, waste water removal, and septic systems in accordance with the Town of Lyman Ordinances and any State or Federal regulations.

e. The Applicant will contract with an independent waste management service for the disposal of rubbish, waste water, waste chemicals and/or any other byproducts of the brewing process.

f. In the construction and placement of any signage, the Applicant shall adhere section 10.14 of the Town of Lyman Zoning Ordinance.

g. The design and construction of the Artisanal Food and/or Beverage Facility shall be consistent with the existing residence on the Property and of surrounding properties and of similar style and construction materials.

h. All details included in the submitted application materials, and conditions as may be approved by the Town of Lyman and kept on file, are hereby incorporated into this Agreement by reference. The project shall be operated in conformance with those materials and conditions of approval.

i. The Applicant shall submit materials required for site plan review to the Planning Board. This Project shall require site plan approval pursuant to Zoning Ordinance 1.8.3.I.

j. Failure of the Applicant to secure site plan approval from the Planning Board within one year of the approval of this Contract Zoning Agreement by the Board of Selectmen shall render this Contract Zoning Agreement null and void. In the event that permits or approvals are delayed due to circumstances beyond the Applicant's control, this one year deadline may be extended by one year upon written request to the Board of Selectmen, to be granted or denied in the sole discretion of the Board of Selectmen.

3. Applicant shall record this Contract Zoning Agreement in the York County Registry of Deeds within 30 days after its execution by the Board of Selectmen.

4. The provisions of this Contract Zoning Agreement shall be deemed restrictions on the use of the Property except as this Contract Zoning Agreement may be amended by future written agreement of the Town, Applicant and Owner(s) or their successors in interest.

5. The provisions of this Contract Zoning Agreement shall operate as an "overlay" zone and except as otherwise set forth in the aforesaid conditions, all other requirements of the underlying Zoning District(s) shall apply. The restrictions, provisions and conditions of this Agreement are an essential part of the rezoning, shall run with the Property, shall bind the Applicants, Owner(s) and their successors in interest and assigns of said Property or any part thereof, and shall inure to the benefit of and be enforceable by the Town.

6. This Contract and its provisions shall specifically and exclusively apply to the Contract Zone request submitted by the Applicant. This Contract Zoning Agreement may not be assigned by Applicant to any other brewery or operator without approval of the Board of

Selectmen. In the event the Property is conveyed or leased to anyone other than On a Plain Brewing, LLC, or its members, Eric Dudevoir and Lindsey Ouellette, without Town approval, this Contract shall terminate, and the Board of Selectmen may (in addition to any other remedy provided herein) initiate a rezoning to the original zoning district classifications or to another zoning district classification.

7. Except as expressly modified herein, the use and occupancy of the Property shall be governed by and comply with the provisions of the Zoning Ordinance of the Town of Lyman, the Shoreland Zoning Ordinance of the Town of Lyman (as applicable) and any applicable amendments thereto or replacements thereof.

8. The Town shall have the power to enforce all conditions and restrictions of this Agreement, both through enforcement action pursuant to the applicable sections of the Zoning Ordinance and by temporary injunctive relief without notice and preliminary and permanent injunctive relief. Such relief may, in appropriate cases, include an order to take such affirmative steps as may be required to cure any violation of the covenants and restrictions herein. In addition to the foregoing, the Town may impose and collect a civil penalty of up to the maximum allowed by law per day for every day of violation. In the event legal action is taken by the Town to enforce the covenants and restrictions of this Agreement, and the court determines that the Applicant, Owner(s), their successors and assigns, or any other person, is not in compliance with this Agreement, the Applicant, Owner(s), their successors and assigns, or such other person shall reimburse the Town for court costs, reasonable attorney's fees and any other payments ordered by the court. The Town shall have the right, but not the duty, in its sole discretion, to enforce the covenants and restrictions of this Agreement.

9. In addition to the foregoing remedies, the Town shall have the right to terminate this Agreement as follows: In the event that the Applicant, Owner(s) or their successors or assigns fail to develop the Project in accordance with this Agreement, or in the event of any other breach hereof, and such failure or breach continues for a period of thirty (30) days after written notice of such failure or breach from the Town to the Applicant, Owner(s), their successors and assigns, or in the event such failure or breach cannot reasonably be remedied or cured within such thirty (30) day period, if the Applicant, Owner(s), or their successors or assigns, fail to commence to cure or remedy such failure or breach within said thirty (30) day period and thereafter fail to diligently prosecute such cure or remedy to completion in a reasonable time, then this Agreement may be terminated by vote of the Lyman Board of Selectmen. In that event, the Property may then be used only for such uses as otherwise allowed by law.

10. Nothing in this Agreement shall limit the right of the Board of Selectmen to, if the conditions and restrictions set forth herein are not fulfilled or complied with within the specified time limits, after review by the Planning Board, extend the time limits or initiate a rezoning to the original zoning district classification or to another zoning district classification as set forth in Section 1.8 of the Zoning Ordinance (or as subsequently amended).

11. This Agreement may be amended only by written agreement signed by the parties; provided however, the parties hereby agree that the Town staff may approve minor and/or

unsubstantial changes to the Plans for the Project in accordance with Town ordinances and that such approvals shall not require amendment of this Agreement. Any changes determined by the staff of the Town of Lyman to be "major" shall be submitted to the Planning Board for review. If it is determined that the changes constitute a change in this Contract, then the Applicant shall also be required to obtain Board of Selectmen approval of the changes.

12. Based on the above findings, conditions and restrictions, the Town of Lyman Board of Selectmen hereby incorporates this Contract Zoning Agreement into the Town of Lyman Zoning Ordinance by reference. By signing this Agreement, all parties agree to abide by the conditions and restrictions contained herein.

Dated on the date first above written.

TOWN OF LYMAN  
By its Board of Selectmen (pursuant to vote  
Of Board on FEBRUARY 4, 2019)

Patti McKenna  
Witness

By: [Signature]

Patti McKenna  
Witness

By: [Signature]

Patti McKenna  
Witness

By: [Signature]

Patti McKenna  
Witness

By: [Signature]

\_\_\_\_\_  
Witness

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

STATE OF MAINE  
YORK, ss

FEBRUARY 4, 2019

Personally appeared the above-named John Tibbetts, David Dulong, William Single, Thomas Guillemette and Ralph Blackington, Board of Selectmen and acknowledged the foregoing to be his/ her free act and deed in his/ her said capacity, as duly authorized, and the free act and deed of said Town of Lyman.

Before me,  
Nancy J Brant  
Notary Public / Attorney at Law  
Print name: NANCY J BRANT  
Commission expires: APRIL 00, 2022

  
\_\_\_\_\_  
Witness

ON A PLAIN BREWING, LLC

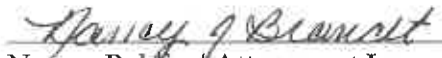
By:   
\_\_\_\_\_  
Eric Dudevoir, Manager

STATE OF MAINE  
YORK, ss

FEBRUARY 6, 2019

Personally appeared the above-named Eric Dudevoir, Manager of On a Plain Brewing, LLC, and acknowledged the foregoing to be his free act and deed in his said capacity, as duly authorized, and the free act and deed of said On a Plain Brewing, LLC.

Before me,

  
\_\_\_\_\_  
Notary Public / Attorney at Law  
Print name: NANCY J BRANDT  
Commission expires: APRIL 30, 2022

  
\_\_\_\_\_  
Witness

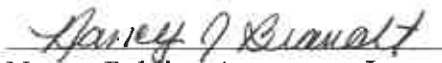
By:   
\_\_\_\_\_  
Lise D. Ouellette, Trustee

STATE OF MAINE  
YORK, ss

FEBRUARY 6, 2019

Personally appeared the above-named Lise D. Ouellette, Trustee of the Lise D. Ouellette Living Trust, and acknowledged the foregoing to be her free act and deed in her said capacity, and the free act and deed of said Lise D. Ouellette Living Trust.

Before me,

  
\_\_\_\_\_  
Notary Public / Attorney at Law  
Print name: NANCY J BRANDT  
Commission expires: APRIL 30, 2022

TOWN OF LYMAN, MAINE  
PLANNING BOARD  
SITE PLAN REVIEW  
NOTICE OF DECISION

NANCY E HAMMOND, REGISTER OF DEEDS  
BK 18180 PG 337  
Instr # 202009182  
02/26/2020 11:59:45 AM  
Pages 7 YORK CO

Permit No. SPP19-02

Map 11 Lot 137A

TO: Eric Dubevoir  
347 Hill Road  
Lyman, ME 04002

DATE: September 23, 2019

Dear Mr. Dubevoir,

This is to inform you that the Planning Board has acted on your application to have On A Plain Brewing, a small brewery.

**Findings of Fact:**

1. An application was submitted on August 5, 2019.
2. The application fee of \$500 was received.
3. A deed was submitted showing the owner of the property being Lise D. Oullette. The deed was recorded at York County Registry of deeds on June 9, 2017 in Book 17496 Page 759.
4. The applicant provided a signed statement from Lise Ouellette giving Eric Dubevoir permission to make this application at her property.
5. This property is located at 347 Hill Rd and consisting of a 3.43 -acre lot.
6. This property is further denoted as tax Map 11 Lot 137A.
7. The property is located in the Residential zoning district.
8. The applicant entered into a contract with the Town on February 4, 2019 for the use.
9. The Board held meetings on August 21, 2019, September 4, 2019, September 18, 2019.
10. The Applicant provided a survey and site plan of the property dated July 29, 2019 performed by Dow & Coulombe, Inc. Surveyors at 13 Park St. Saco, ME 04072
11. The elevations and stormwater flow shown on the site plan was provided by Jayson R. Haskell Licensed professional engineer #13002 from DM Roma Consulting Engineers at 2 Main St. Biddeford ME 04005.
12. The applicant provided a written explanation of the site plan prepared by Michael Coulombe from Dow & Coulombe Inc. dated July 30, 2019.
13. The applicant provided a spec sheet for the riprap apron around the building to catch stormwater and the system around the foundation to drain it away from the building to the back of the property.
14. The applicant provided a spec sheet for the lighting fixtures being used. They are using Lotblaster fixtures. The spec sheet shows the illumination pattern for the fixtures.
15. The Applicant requested a waiver from the following standard: Section 8.3.8 – 11.
16. The Planning Board deemed the application complete on September 4, 2019.
17. An **on-site inspection** was completed on September 4, 2019.
18. A **Public Hearing** was held on September 18, 2019.
19. The request for waiver from section 8.3.8 (11) the location, type and size of all curbs, sidewalks, driveways, fences, retaining walls, parking space area, etc. and layout thereof,

Notice of Decision for Town of Lyman SPP 19-02 Eric Dubevoir Map 11 Lot 137A September 23, 2019

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7pgs → Town of Lyman  
11 S. Waterboro Rd  
Lyman ME 04002



together with dimensions. The waiver request was to allow a gravel parking area instead of paving. The Board voted at the September 18, 2019 meeting to waive the requirement to pave the parking area.

**Findings and Conclusions:**

The applicant proposes to construct a 40 x 60 building with a 720 square foot deck to house a small brewery production and tasting room. This project is in the Residential zoning district where this use is not permitted. The applicant applied for and entered into a contract zone with the town dated February 4, 2019 which allows the Planning Board to review this project under Site Plan review.

Article 8 of the town's Zoning Ordinance was used as the basis for reviewing this application. The Board reviewed the 16 Standards as follows:

**Standard 1: Will meet the definitions of the use, the Zoning District requirements and any other requirements set forth in the ordinance.**

Findings: The property is in the Residential zoning district and retail use and production is not permitted in this zone. The applicant did obtain a contract zone agreement with the town to permit this use. The contract zone amendment was signed by the Town on February 4, 2019.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5            No 0            Abstain 0

**Standard 2: Will not have a significant detrimental effect on the use and peaceful enjoyment of abutting properties as a result of noise, vibrations, fumes, odor, dust, light, glare, traffic or other cause.**

Findings: The applicant proposes the parking lot and building lighting will be pointed downward and will not shine onto abutting properties or into Hill Road. There will be no live music.

Conclusion: Based on the above information and the information in the record the Boards finds the applicant meets this standard by a vote of:

Yes 5            No 0            Abstain 0

**Standard 3: Will not have a significant adverse effect on the adjacent or nearby property values.**

Findings: There was no information provided to the Planning Board to show any effect on nearby property values.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5          No 0          Abstain 0

**Standard 4: Will not create a hazard to pedestrian or vehicular traffic or significant traffic congestion.**

Findings: The applicant proposes 30 parking spaces which is more than the ordinance requires to keep people from parking on Hill Road. There is more than adequate turning space to keep people from backing into Hill Road. The traffic pattern on Hill Road is very busy and the Board felt this business would not change that.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5          No 0          Abstain 0

**Standard 5: Will not result in fire danger.**

Findings: The Fire Chief will attend an occupancy inspection with the code enforcement officer and if fire extinguishers are required, they will be in place before the town approves occupancy for this use. The State Fire Marshal will determine whether the building will be sprinkled.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5          No 0          Abstain 0

**Standard 6: Will not result in flood hazards or flood damage, drainage problems, ground or surface water contamination or soil erosion.**

Findings: The applicant proposes that the property drains to the back naturally. There is already a drainage pipe leading water to the back of the property. The parking lot will be pitched to drain to the back. The applicant plans to have a 3' drip edge around the building with a positive drain system directing the water from the roof to the back of the property.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5          No 0          Abstain 0

**Standard 7: Will not create a safety hazard because of inadequate access to the site, or buildings for emergency vehicles:**

Findings: The applicant proposes that this driveway is an existing entrance onto Hill Road. There is a pond abutting the property that could serve as a water supply for a fire.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5            No 0            Abstain 0

**Standard 8: Has proposed exterior lighting which will not create hazards to motorists traveling on adjacent public streets, is adequate for the safety of occupants and users of the site and will not damage the value or diminish the usability of adjacent properties.**

Findings: The applicant is proposing parking lot lighting that have downward facing fixtures and will not shine onto abutting properties or into the street.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5            No 0            Abstain 0

**Standard 9: Makes provisions for buffers and on-site landscaping which provide adequate protection to neighboring properties from detrimental features of the development. The applicant shall provide a plan prepared by a Registered Landscape Architect, or other qualified professional approved by the Planning Board.**

Findings: The applicant doesn't propose any landscaping and no changes to the site. The lot will be kept as it is currently landscaped with the exception of the parking lot and building site.

Conclusion: Based on the above information and the information in the record the Board finds the applicant does not have to provide a landscaping plan and meets this standard by a vote of:

Yes 5            No 0            Abstain 0

**Standard 10: Makes provisions for vehicular parking, loading, unloading, as well as vehicular and pedestrian circulation on the site, and onto adjacent public streets which would neither create a hazard to safety nor impose significant burdens on public facilities.**

Findings: The applicant proposes a parking area for 30 vehicles with sufficient turning space for turning, loading and unloading.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5            No 0            Abstain 0

**Standard 11: Makes adequate provisions for the disposal of wastewater and solid waste for the prevention of ground or surface water contaminations.**

Findings: The applicant proposes a new septic system designed for the business and will be separate from the residential septic system. The applicant proposes to dispose of the waste material from the brew process legally.

Notice of Decision for Town of Lyman SPP 19-02 Eric Dubevoir Map 11 Lot 137A September 23, 2019

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard with the condition by a vote of:

Yes 5          No 0          Abstain 0

**Standard 12: Makes provisions to control erosion and sedimentation.**

Findings: The applicant proposes there will be no erosion and sedimentation problems during construction or after.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5          No 0          Abstain 0

**Standard 13: Makes adequate provisions to handle storm water run-off and other drainage on the site.**

Findings: The applicant proposed that the parking area is pitched to drain to the back of the property and all stormwater from the building will also be directed to the back. The property naturally drains there. The property doesn't have a steep pitch but a gradual slope.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5          No 0          Abstain 0

**Standard 14: Provides for a water supply which meets the demands of the proposed use and meets the needs for fire protection purposes.**

Findings: The applicant states that the water supply on the property is from a private well and is sufficient for the use. The applicant estimates he will use approximately 1,000 gallons per week for production. There is a pond abutting the property for use in fire fighting if needed. The Fire Chief will determine if fire extinguishers are required before the business can open.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5          No 0          Abstain 0

**Standard 15: Makes adequate provisions for the transportation, storage and disposal of hazardous substances and materials as defined by State and Federal Law; The storage of chemicals, explosives, or hazardous items as defined by the National Fire Protection Association Code 704, Class 3 or 4 materials are not permitted.**

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Findings: The Applicant proposes that this facility will not be using or disposing of any hazardous materials.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5            No 0            Abstain 0

**Standard 16: Will not have an adverse impact on significant scenic vistas or on significant wildlife habitat which could be avoided by reasonable modification of the plan.**

Findings: The applicant proposes that the building for the brewery will be designed to appear as a residential building as the contract requires. This project will have no impact.

Conclusion: Based on the above information and the information in the record the Board finds the applicant meets this standard by a vote of:

Yes 5            No 0            Abstain 0

**Decision:**

Based on the above findings and conclusions, on September 18, 2019 the Planning Board voted to approve your application to allow you to open a small brewery and tasting room at this location.

Yes 5 No 0            Abstain 0

**Conditions of Approval:**

To further promote the purposes of the Lyman Zoning Ordinance, the Planning Board has voted to impose the following conditions on the approval of this application:

1. Approval is dependent upon, and limited to, the proposals and plans contained in this application and supporting documents and oral representations submitted and affirmed by the applicant, and any variation from the plans, proposals and supporting documents and representations are subject to review and approval by the Planning Board. Applicant will submit a revised plan.
2. Any changes to the contract are subject to review by the Board of Selectmen and Planning Board.

Upon presentation of this permit signed by the Planning Board, the Code Enforcement Officer is authorized to grant you the necessary permit(s). **It is your responsibility to apply for these permits.**

**A site plan approval secured under the provisions of the Zoning Ordinance by vote of the Planning Board shall expire if the work or change involved is not substantially commenced within one (1) year of the Board's approval date and completed within two (2) years of the approval date.**

This permit must be recorded at York County Registry of Deeds within ninety (90) days of the approval date.

NOTE: PLEASE BE ADVISED THAT THIS DECISION CAN BE RECONSIDERED BY THE PLANNING BOARD WITHIN 30 DAYS.

ANY PERSON AGGRIEVED BY THIS DECISION CAN APPEAL TO THE ZONING BOARD OF APPEALS WITHIN 30 DAYS.

Cecile M. Dupuis  
Roderick Tetu, Chairman or  
Cecile Dupuis, Secretary

9/25/2019  
Date

State of Maine

York, ss.

Date: 9/25/2019

Then personally appeared the above-named Cecile M. Dupuis, Chairman/Secretary of the Lyman Planning Board, acknowledged the above instrument to be his/her free act and deed in his/her said capacity.

Before me, Susan J. Bellerose  
Notary Public  
My Commission expires

Susan J. Bellerose  
Notary Public, Maine  
My Commission Expires  
September 13, 2020

Cc: Assessor  
Code Enforcement Officer  
Selectmen  
Town Clerk

**TOWN OF LYMAN**  
**PLANNING BOARD MEETING MINUTES**  
**April 5, 2023**

**Note: These are summary minutes. A recording of the meeting is on file at the Lyman Town Hall and is posted on the Town's webpage. Minutes are not verbatim and may be paraphrased for clarity. Minutes are drafts until approved by the Planning Board.**

**MEETING CALL TO ORDER:** Chairman Roderick Tetu called the Public Hearing to order at 6:00 PM. Noting attendance of: Donald Heron, Cecile Dupuis, Joseph Wagner, William Single, Paul Boucher and Kelly Demers. Also attending: Code Enforcement Officer, Brenda Charland and Code Enforcement Assistant, Julie Lemieux. Members of the public in attendance were: Brian Dulong, Chad Binette, Steve Patch, Jon Pizey, Matt Duross from GMFR, Eric Dudevoir, Danny Stuart, Eileen Kelly, John Kelly, and Ben Harris from GMFR.

**NEW BUSINESS:**

1. **On a Plain Brewing – 347 Hill Rd – Map 11 Lot 137-A** – Eric Dudevoir requested an extension to the Site Plan Review/Contract due to unforeseen challenges with construction, contractors, and obtaining materials to complete building of a small brewery due to the Coronavirus pandemic. He is requesting an extension to finish the project and open the brewery this year.  
Joe Wagner made a motion to extend the Site Plan Review/Contract for On a Plain Brewing for one (1) year, to expire on 4/5/24. Paul Boucher seconded the motion with all voting in favor.
2. **Chad & Jennifer Binette – 124 Wadleigh Pond Rd – Map 10 Lot 7** – Chad Binette came in to request a renewal of Best Practical Location due to unpredictable circumstances brought on by the Coronavirus pandemic: material shortages, increased material pricing, contractor availability, and trying to keep his own business afloat.  
Joe Wagner made the motion to extend the Best Practical Location for (1) year, to expire on 4/5/24. Rod Tetu seconded the motion with all voting in favor.
3. **Hissong Ready-Mix & Aggregates LLC** – Steve Patch gave an explanation on the DEP permit to mine below the water table. He also talked about the quarterly water table tests and water quality tests in three of the wells twice a year which will be reported every April. DEP documentation will be shared with the Planning Board.
4. **MX 207 – 53 Bartletts Bridge Rd – Map 9 Lot 3-1** – Dan Stuart, son of Bill Stuart owner of MX207, came before the Board to discuss renewal of their expired permit to be allowed to continue to operate.  
Don Heron made a motion to extend a temporary permit that will expire on October 31, 2023 to MX207 to continue operations subject to the following conditions:
  - 1: Having two (2) ambulances onsite on race days, with one (1) having the ability to transport a patient to a trauma center
  - 2: That the facility has a designated lane for fire trucks/rescue vehicles of at least 12 feet in width

- 3: That they provide fittings that will allow GMFR to hook up water hoses to the hydrant at the pond on site
  - 4: The applicant, MX207, will work in good faith to submit an updated permit for this operation
- Rod Tetu seconded the motion with all voting in favor.

**MINUTES:**

Planning Board Meeting Minutes of 3/15/23 were approved.

**OLD BUSINESS:**

**Joshua Martino -Map 001 Lot 5 – 331 Brock Road – High quality cottages for short term and seasonal rental:** - Looking into a similar set up in Sanford to determine how to proceed.

**Brock Road Cluster Subdivision – Tax Map 01 Lot 12-1 – Ten residential lots.** Applicant is working on getting the application completed. They filed a Stormwater law Permit Application with the DEP, also the Letter of Map Revision has been applied for on 2/28/23. Sebago Technics dropped off a copy of the Stormwater Management Law Permit Application – this is available for review in the Code Enforcement office.

**Harper Residential Subdivision – Eric Harper – Tax Map 3 Lot 87-3 and portion of Tax Map 3 Lot 87-2 – Old Kennebunk Rd, Lyman – Application for Nine residential lots.** Email from engineer, Joe Marden, they are still trying to coordinate with the surveyor to resolve the Right of Way issues associated with Old Kennebunk Rd, hoping to move forward in the next few months. – No new information.

**SET NEXT AGENDA:**

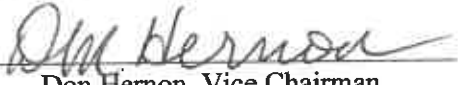
MX207 – continue review for renewal of permit.

**ADJOURNMENT:**


Rod Tetu made the motion to adjourn at 8:06 PM. Paul Boucher seconded. All voted in favor.

**APPROVED DATE:** 4/19/2023

  
\_\_\_\_\_  
Roderick Tetu, Chairman

  
\_\_\_\_\_  
Don Hernon, Vice Chairman

  
\_\_\_\_\_  
Cecile Dupuis, Secretary

  
\_\_\_\_\_  
Joseph Wagner

  
\_\_\_\_\_  
William Single

\_\_\_\_\_  
Kelly Demers

  
\_\_\_\_\_  
Paul Boucher



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

LYMAN PARKS & RECREATION

FIELD USE REQUEST FORM

11 South Waterboro Rd.  
Lyman, Me. 04002

NAME OF ORGANIZATION: Massabesic Little League

TEAM NAME: MLL Softball - Several Teams

CONTACT PERSON: Gale Nickerson

EMAIL ADDRESS: \_\_\_\_\_

ADDRESS: PO Box 675 Alfred ME 04002

PHONE #:(home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) \_\_\_\_\_

ALTERNATE CONTACT: Greg Mitchell - President

EMAIL ADDRESS: \_\_\_\_\_

PHONE #:(home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) \_\_\_\_\_

FIELD REQUESTED: Bunganut Softball

PURPOSE:  GAMES  PRACTICES  LEAGUE  TOURNAMENT  
 BASEBALL  SOFTBALL  SOCCER  OTHER

PITCHING DISTANCE: Coach Pitch 30' BASE DISTANCE 60

AGE GROUP: 6-8 #OF PLAYERS: 9 per team (30-35)

RESIDENCE OF PLAYERS: RSU#57

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

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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

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

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

MONTH: April 15th to June 15th, 2024

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

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

TIMES: Weekdays = 5:30pm - 7:30pm

Saturdays = 9:00am - 2:00pm

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Submit**