

Town of Lyman
Select Board Regular Meeting Agenda
Monday, May 20th, 2024 – Lyman Town Hall

Welcome to the May 20th, 2024, Regular Meeting of The Lyman Select Board.
This meeting is a public proceeding and is being recorded.

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION

1.M.R.S.A §405 (C) Acquisition of real property

ITEM #1 **SPECIAL OFFERS/ PRESENTATIONS**

- a. Historical Society Presents - Information on the Memorial Day Parade

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 •Maine Lake Stewards •Shenna Bellows

ITEM #3 **MINUTES**

- a. Review / Approve meeting minutes 4/16/2024
- b. Review / Approve meeting minutes 5/6/2024

ITEM #4 **SIGN WARRANTS**

- a. Payroll Warrant #43 in the amount of **\$26,283.13**
- b. Accounts Payable Warrant #44 (FY2024) in the amount of **\$171,991.82**

ITEM #5 **UNFINISHED BUSINESS**

- a. Franchise Agreement, Updates if any
- b. Discussion from 4-22-24 Workshop, updating agenda format, board bylaws, etc.

ITEM #6 **DEPARTMENT AND COMMITTEE REPORTS**

- a. Fire Chief – All Hands
- b. Treasurer – Expense Report
- c. Tax Collector – Monthly Report
- d. IT Committee – Report
- e. Bunganut Park Committee - Report

ITEM #7 **NEW BUSINESS**

- a. Discuss Emergency Ordinance for FEMA Flood Plain Ordinance Amendments
- b. Discuss GMFR – Lawn repair from winter plowing
- c. Transfer Station – Proposal for Camera Equipment
- d. Committee Applicant – Comprehensive Plan Committee
- e. Survey results re: Annual Town Meeting
- f. Quote for Work Table for Bunganut Ticket Booth7

OTHER

ADJOURN

ITEM #2: (b.) Mail



May 6, 2024

To: Select Board, Town of Lyman, Maine
From: Alison Cooney, Executive Director - Lake Stewards of Maine
Re: Request for Lake Stewards of Maine funding from the Town of Lyman

Dear Town of Lyman Select Board,

I am writing to you to request funding for support for Lake Stewards of Maine (LSM). LSM is a statewide 501(c)(3) nonprofit that trains, certifies and supports volunteer community scientists who collect water quality monitoring data and survey lakes for aquatic invasive species. All of our training and support is provided at no charge to the public. Formed in 1971 (formerly known as the Maine Volunteer Lake Monitoring Program), the program was initially administered by the Maine Department of Environmental Protection (ME DEP) and transitioned to non-profit status in 1996 when state and federal funding decreased and could no longer fully support the program.

With 6,000 lakes and ponds, and thousands of miles of river habitat, Maine is water rich! Additionally, a recent study conducted at the University of Maine estimates that Maine's lakes contribute \$14.1 billion in value to the state's economy with an additional 3 billion in related spending each year. Maintaining the health of Maine's clear, clean lakes requires nothing less than a statewide cadre of passionate and committed citizen stewards watching over them. Currently, more than 1,200 LSM certified volunteer community scientists monitor the health of more than 530 lakes throughout Maine. The direct involvement of dedicated LSM citizen lake scientists plays a vital role in maintaining and improving the water quality of Maine lakes and has been a significant factor in the early detection and control of aquatic invasive species in our lakes.

Every summer we extend our reach to include more lakes with volunteer involvement. Last summer, LSM coordinated 54 water quality training sessions and conducted 12 aquatic invasive plant workshops throughout the state. Over 400 individuals attended the in-person trainings, with hundreds more joining online webinars and technical support sessions.

While we receive state funding and actively pursue grants, our expenses are surpassing our budget. **To support the continued costs of training and supporting community lake scientists who monitor lakes throughout the state, Lake Stewards of Maine respectfully requests \$500.00 from the Town of Lyman.**



As we approach our upcoming field season, we'd be happy to inform you of the trainings we'll be providing in your area. It would be a wonderful opportunity for you to meet some of the volunteers who are dedicated to caring for local lakes and ponds in and around your Town. To view existing monitors on specific lakes, please visit our *lake resource* website, www.LakesOfMaine.org, search Towns, select a lake, then click on *Monitoring* in the menu bar to see who is monitoring your lakes.

All those who experience the wide variety of offerings provided by Maine's lakes benefit from the stewardship efforts of LSM's committed volunteers. Every dollar donated to Lake Stewards of Maine is typically matched 10 times over by volunteer effort. A worthwhile investment on behalf of Maine's treasured lakes!

For more information about Lake Stewards of Maine, please visit our *volunteer stewardship* website, www.LakeStewardsOfMaine.org. Thank you for your consideration of this request. We are excited about the prospect of establishing a relationship with you as we work together to protect Maine's lakes and ponds.

Kind Regards,

Alison Cooney
LSM Executive Director
alison@lakestewardsme.org



STATE OF MAINE
SECRETARY OF STATE
AUGUSTA, MAINE 04333-0148

SHENNA BELLOWS
SECRETARY OF STATE

May 7, 2024

*Lyman Cemetery Committee
11 South Waterboro Road
Lyman, Maine 04002*

Dear Members of the Lyman Cemetery Committee,

It is with great appreciation that I say "congratulations" to you for being presented with the Maine 2023 Spirit of America Foundation Award in recognition of your hard work, volunteerism and dedication to finding, recovering, and preserving old cemeteries in the Town of Lyman, as well as removal of trees, repairing and cleaning markers, and repairing walls and gates that have been damaged by trees.

Your commitment to volunteerism is an excellent example of true Maine spirit in giving back to your community.

Thank you for your dedicated service and best wishes to you on this well-deserved recognition.

Sincerely,

A handwritten signature in blue ink that reads "Shenna Bellows".

*Shenna Bellows
Secretary of State*

ITEM #3: (a.) Minutes

Town of Lyman
Select Board Meeting Minutes
April 16th, 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: Jessica Picard, Amber Swett, Victoria Gavel

Selectboard members absent: Rusty “Ralph” Blackington (Chair), Thomas Hatch (Vice Chair)

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*
No public comment.
- b. *Mail* •York County Sherrif

ITEM #3 MINUTES

- a. *Review / Approve meeting minutes 4/1/2024*
Amber Swett – Motions to approve. Victoria Gavel seconds. Motion passes: 3-0-0

ITEM #4 SIGN WARRANTS

- a. *Payroll Warrant #39 in the amount of \$29,399.00*
Victoria Gavel – Motions to approve. Amber Swett seconds. Motion passes: 3-0-0
- b. *Accounts Payable Warrant #40 (FY2024) in the amount of \$51,381.77*
Victoria Gavel – Motions to approve. Amber Swett seconds. Motion passes: 3-0-0
Discussion, Amber Swett states Municipal Solid Waste expenses were \$9,380.89 and recycling expenses were \$475.65.

ITEM #5 UNFINISHED BUSINESS

- a. *Franchise Agreement, Updates if any*
No new updates
- b. *Discuss Bunganut Booth Repairs, updates if any, Review Quote for Electrical work and gravel*
Lindsay Gagne – States the quote for the shed was sent to the insurance company and the Town was reimbursed for the cost less the \$1,000 deductible. There will need to be an electrical hookup after the new shed is installed. In the agenda packet, there is a quote for \$850 for all the electrical work needed. After the shed is removed, we may need to level out the area and put gravel down for the new shed. To move forward with the electrical quote, the board will need to approve funds from Capital improvement Reserves.
Victoria Gavel – States she is willing to get gravel if it’s needed and will volunteer her time to help with demoing the old shed. She has coordinated with the Road Commissioner who has agreed to volunteer his time and use his excavator. She will haul the debris to the old recycling place on Jagger Mill Road and will submit receipts for the cost for tonnage of debris.
Amber Swett – Motions to approve the quote from ETP Electricians for the amount of \$850.00 to come out of Capital Improvement Reserves.
Victoria Gavel – Seconds the motion. Motion passes: 3-0-0
- c. *Review/ Approve final draft personnel policy*
There is some discussion regarding language on page 6 under section 3.1, gesture bullying, if the phrase “glances that convey threatening message” could be removed. Consensus was that this

Town of Lyman
Select Board Meeting Minutes
April 16th, 2024 – Lyman Town Hall

language could be perceived in a variety of different ways, and it would be better to leave the general phrase as “Non-verbal threatening body language or gestures.”

Victoria Gavel – Motions to approve the Town of Lyman Personnel Policy Handbook as written with the exception of the changes discussed that under section 3.1 to remove “glances that convey a threatening message” on page 6 from the gesture bullying segment.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

d. [Review/ Approve Propane rate quotes](#)

Victoria Gavel – Motions to approve the propane rate quote from Champagne at \$1.90 per gallon through June 30th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

e. [Salt Shed repairs, review quotes and options](#)

Lindsay Gagne – States after earlier discussions of the electrical panel corroding at the salt shed, we got a few different quote options for the panel. One quote is for replacing the panel inside the building with a like panel leaving it where it is. The other quote is replacing the panel but moving its location to outside the building. There is a third quote to add lighting inside the salt shed along the sides of the building rather than above up on the ceiling, because the ceiling height is so high that if the lights needed to be switched out it would require a lift to access them. Putting the lights on the side will make them more accessible if repairs or replacement are needed.

There is discussion if having lights on the sides rather than the ceiling, would this cause any issue with being in the way of the loader. Lindsay will check with the Road Commissioner if that could be an issue. Discussion regarding the panel, the concern with keeping the panel inside the salt shed is it will likely corrode again in a matter of time. The board agrees there is likely more longevity with the panel being moved outside the building and locks should be added on the panel.

Victoria Gavel – Motions to approve the ETP Electricians proposal to relocate the existing panel with breakers to the outside of the salt shed for the sum of \$2,100.00 to come out of Capital Improvement Reserves.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to approve the ETP Electricians proposal of \$3,500.00 to change out the lights inside the salt shed, adding two on each side of the door in front and one on the center of the back wall.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

ITEM #6

DEPARTMENT AND COMMITTEE REPORTS

- a. [Fire Chief – All Hands](#) – Report reviewed in agenda packet.
- b. [Treasurer – Expense Report](#) – Report reviewed in agenda packet.
- c. [Tax Collector – Excise Report March, 2024](#) – Report reviewed in agenda packet
- d. [Eco Maine Rep – Recycling info and training](#)

Amber Swett – States she had reached out to Eco Maine and coordinated a meeting with the Transfer Station attendants to discuss updates to recycling and waste, including items that can or can't be recycled. There is an ECO ME app that can be downloaded on your phone where you can input any type of item and the app will tell you if it can be recycled. The app is called recylopedia.

ITEM #7

NEW BUSINESS

- a. [Re-Appointment for Bunganut Park Committee Members](#)

Lindsay Gagne – States the committee is an ad hoc committee and per the charter were appointed for one year, however they can be re-appointed for one additional year.

Amber Swett – States she will abstain from the re-appointment for Michelle Felicitti.

Town of Lyman
Select Board Meeting Minutes
April 16th, 2024 – Lyman Town Hall

Discussion, because there are only three board members present, with Amber's abstention, they would have to delay Michelle's re-appointment until the next meeting but will continue with the other committee members.

Victoria Gavel – Motions to appoint Holly Hart to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint Holly Wooldridge to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint Kevin Veilleux to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint Karen Kane to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint Liz Mitchell to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

b. [Committee Application – Cemetery Committee](#)

Amber Swett – Motions to appoint Patricia Ricker to the Cemetery Committee.

Victoria Gavel – Seconds the motion. Motion passes: 3-0-0

c. [Appointment Interim Code Enforcement Officer, Building Inspector & Plumbing Inspector](#)

Lindsay Gagne – States there is another CEO that is willing to help with permits and inspections in the interim until we have a full-time CEO. Updates to the interviewing process; there were many applicants for the position of Administrative Clerk; interviews have been conducted and currently we're reviewing the selection process. To avoid short staffing the front counter, we've been working with the temp CEO's until internal hire for the CEO Department can transition over.

Victoria Gavel – Motions to appoint James Allaire as the interim building inspector effective April 16th, 2024.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint James Allaire as the interim plumbing inspector effective April 16th, 2024.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint James Allaire as the interim code enforcement officer effective April 16th, 2024.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

d. [Review/ Approve Pole Permit](#)

Amber Swett – Motions to approve the pole permit for the intersection of Shaker Hill Road and Brock Road.

Victoria Gavel – Seconds the motion. Motion passes: 3-0-0

e. [Schedule Public Hearing for Town Meeting Warrant](#)

Lindsay Gagne – States the warrant is being drafted. During the budget workshops we had discussed doing a minor amendment to the charter to remove the Board of Assessment Review and default appeals to the County, however in reaching out to Town Council, it was recommended this item would likely need to be voted on by secret ballot and we could do that for the November Election. Unless the board has any other non-budget items to add to the warrant, there should be a public hearing scheduled, which the draft will be ready before then.

Town of Lyman
Select Board Meeting Minutes
April 16th, 2024 – Lyman Town Hall

Discussion regarding scheduling a public hearing. The board will hold a public hearing on May 6th at 6:00pm located at the Town Hall before their regular meeting session.

Discussion regarding putting to the voters in November a referendum question asking if they do or do not favor services providing aerial imagery for the assessor. This would not be appropriating funds, but rather getting voters to vote on whether or not they would want such services available to the Town.

f. [Review/Sign RSU #57 notice of June election.](#)

Victoria Gavel – Motion to accept the warrant and notice of election calling Regional School Unit Number 57 Budget Validation Referendum and notice of election on Tuesday June 11th 2024

Amber Swett – Seconds the motion. Motion Passes: 3-0-0

EXECUTIVE SESSION

None

OTHER

Victoria Gavel – States while doing the shed removal at Bunganut, she will get the broken grills out of the park as well and haul them at the same time. She asks about candidate's Nite and how to submit questions to the candidates and asks about getting the moderator for Town meeting.

Lindsay Gagne – States questions can be submitted to the Town Manager email or office and then they are passed to the moderator for Candidates Nite. The moderator for Town Meeting is voted on at Town Meeting. Typically, we reach out to those who we generally work with and ask if they are available, but if they are not, then we would look for another moderator.

Michelle Felicetti – States the Bunganut Park Committee has cancelled their clean up day in May because of the damages from the last storm. The trees that fell down at the park are very large and the damage will need to be cleaned up before they schedule a community event.

Lindsay Gagne – Provides an update with the storm damages and FEMA funding. After doing the assessment we are aware of the debris and trees that are down. The FEMA funding is not a guarantee, as we have not received confirmation that we qualify. In the event we don't qualify we would still continue to get the clean up done, but the reason the debris has been left is so we can take pictures and videos as part of our FEMA report.

ADJOURN

Amber Swett – Motions to adjourn. Victoria Gavel seconds. Motion passes: 3-0-0

Town of Lyman
Select Board Meeting Minutes
April 16th, 2024 – Lyman Town Hall

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 5 pages are the original minutes of the Select Board Meeting date April 16th, 2024

Lindsay Gagne

ITEM #3: (b.) Minutes

Town of Lyman
Select Board Meeting Minutes
May 6th, 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: Rusty “Ralph” Blackington (Chair), Thomas Hatch (Vice Chair), Jessica Picard, Victoria Gavel

Selectboard members absent: Amber Swett

PUBLIC HEARING

To present information regarding the Annual Town Meeting Warrant

The public hearing is opened at 6:00pm. There is no public comment. The Public Hearing is closed at 6:05pm

REGULAR SELECT BOARD MEETING

EXCECUTIVE SESSION

1.M.R.S.A §405 (A) Discussion with Town Manager regarding personnel matters

Thomas Hatch – Makes a motion to go into executive session per 1 M.R.S.A §405(A) Discussion with Town Manager regarding personnel matters.

Jessica Picard – Seconds the motion.

Motion passes: 3-1-0 (Thomas Hatch, Ralph Blackington, Jessica Picard in favor; Victoria Gavel opposed).

Jessica Picard – Motions to come out of executive session. **Victoria Gavel** seconds. **Motion passes: 4-0-0**

ITEM #1 SPECIAL OFFERS/ PRESENTATIONS

None

ITEM #2 HEARING OF DELEGATIONS / PUBLIC INPUT

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

Please use the podium to address the board and please be respectful of others

Joe Wagner – States he spoke with the Babe Ruth Little League and verified they are okay with not using Chadbourne Field.

Michelle Felicitti – States the Bunganut Park Committee has delayed their Park Clean Up day due to the damage caused by the April storm. They plan to reschedule possibly for the Fall. They did another walkabout and determined there are some trees that need to be thinned out. The field by the water is at water level which is why the field is always so marshy. There is a culvert at one of the entrances where it seems water is overflowing from and washing out the parking area. They are working on developing short-term and long-term goals for the park. Some ideas include setting up a sledding hill for the winter, revamping the trail systems, cleaning up the Pines and offering more rental space, converting some of the old shacks into outhouses, cleaning up the volleyball court and renting out to leagues. They have found there are some leagues in the local area that are looking for a volleyball court to rent.

Jessica Picard – Thanks the Lyman Snowmobile Club for donating the park benches on the field side. She suggests looking into treating the field for ticks.

b. *Mail* •*York County Sheriff's March Report* •*York County Sheriff's Bulletin*

Reviewed in agenda packet.

Town of Lyman
Select Board Meeting Minutes
May 6th, 2024 – Lyman Town Hall

ITEM #3 **MINUTES**

- a. [Review / Approve 4-16-24 meeting minutes](#)
Agenda item tabled till next meeting.

ITEM #4 **SIGN WARRANTS**

- a. [Payroll Warrant #41 in the amount of \\$28,094.15](#)
Victoria Gavel – Motions to approve. Jessica Picard seconds. Motion passes: 4-0-0
- b. [Accounts Payable Warrant #42 \(FY2024\) in the amount of \\$772,906.61](#)
Jessica Picard – Motions to approve. Thomas Hatch seconds. Motion passes: 3-0-1 (Thoams Hatch, Ralph Blackington, Jessica Picard in favor; Victoria Gavel abstains, she was reimbursed for the debris disposal of the Bunganut Ticket Booth on the warrant).
Jessica Picard – States for discussion some of the larger items include RSU #57 payment and due to the damage cause by the April Storm, there has been work done for emergency tree removal and road work that was included in the Report sent to FEMA.

ITEM #5 **UNFINISHED BUSINESS**

- a. [Franchise Agreement, Updates if any](#)
No updates at this time.

ITEM #6 **DEPARTMENT AND COMMITTEE REPORTS**

- a. [Fire Chief – All Hands](#) – Reviewed in Agenda Packet.
- b. [Treasurer – Expense Report](#) – Reviewed in Agenda packet.
- c. [Town Managers Report](#)
Lindsay Gagne – States the Kennebunk Pond landscape improvements have been keeping on schedule. The hardscape work will be completed soon by mid-May and the gate will be installed around the same time. The plantings will be planted in June. Updates have been posted on the webpage. DEP was contacted for a permit by rule to remove the tree in the boat launch area. FEMA funding has been validated to move on to the next steps. There is still some work to be done before we can confirm emergency funding will be granted. There will be more assessment of Bunganut Park, and we've been getting some quotes from vendors to get going on removing the debris before the Park is scheduled to open. The old ticket booth has been removed and the new one is scheduled for delivery on May 8th. The IT committee has reported they are looking into getting an internet service at the park. The Ordinance Review Committee has collected enough signatures to move their amendments to the voters. They will start scheduling public hearings soon. Also, a new pay portal has been added to the Website to collect payments for Real Estate and Personal Property taxes.
Victoria Gavel – Inquires about the donations for the cemetery committee.
Lindsay Gagne – States they have not collected enough money as of yet, but we are still collecting donations.

ITEM #7 **NEW BUSINESS**

- a. [Snowmobile & ATV club – discussion regarding tenancy at will for ATV club on Map2, Lot 35](#)
Brian Dulong – States they would like to allow the ATV club to use their Snowmobile Club building on Williams Road for trainings and meetings.
Greg Robert – States he is with the ATV club, and they have been looking for another place for their meetings. They would not use the trail systems and would conduct mostly meetings and safety training. They would provide porta potties for restroom facilities for their club meetings. They can provide proof of liability insurance. They have had up to twenty-five members in attendance at their meetings in the past and this building would be suitable for that size. He is looking to see if the

Town of Lyman
Select Board Meeting Minutes
May 6th, 2024 – Lyman Town Hall

board would be agreeable to them using the building before the ATV club votes to move forward with it.

Thomas Hatch – Asks if the code enforcement office might want to do any inspections on the building and electrical. Lindsay will reach out to the CEO.

Jessica Picard – Makes a motion to allow the ATV Club to utilize the property located at 265 Williams Road with them providing the Town with a certificate of liability insurance.

Thomas Hatch – Seconds the motion

Motion passes: 4-0-0

b. [Re-Appointment for Bunganut Park Committee Member](#)

Jessica Picard – Motions to appoint Michelle Felicitti to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Thomas Hatch – Seconds the motion. **Motion Passes: 4-0-0**

c. [Committee Application – Bunganut Park Committee](#)

Jessica Picard – Motions to appoint Melissa Sulloway to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Victoria Gavel – Seconds the motion. **Motion passes: 4-0-0**

d. [Appointment Code Enforcement Officer, Building Inspector & Plumbing Inspector, 911 Addressing Agent](#)

Thomas Hatch – Motions to appoint Rebekah Thomson as the Code Enforcement Officer until June 30th, 2024

Victoria Gavel – Seconds the motion. **Motion passes 4-0-0**

Thomas Hatch – Motions to appoint Rebekah Thomson as the 911 Addressing Agent until June 30th, 2024

Victoria Gavel – Seconds the motion. **Motion passes 4-0-0**

Thomas Hatch – Motions to appoint Rebekah Thomson as the Building Inspector until June 30th, 2024

Victoria Gavel – Seconds the motion. **Motion passes 4-0-0**

Thomas Hatch – Motions to appoint Rebekah Thomson as the Plumbing Inspector until June 30th, 2024

Ralph Blackington – Seconds the motion. **Motion passes 4-0-0**

e. [Appointment Administrative Clerk](#)

Jessica Picard – Motions to appoint Janice Auger as the Administrative Clerk until June 30th, 2024

Victoria Gavel – Seconds the motion. **Motion passes: 4-0-0**

f. [Review/ Approve warrant for Annual Town Meeting](#)

Michelle Felicitti – States the Comprehensive Plan Committee met with SMPDHC again and determined the LD1976 is likely to pass requiring all municipalities to revamp their growth plans and the cost for SMPDC to assist would be approximately \$10,000 per year.

Lindsay Gagne – States the board could modify the warrant articles or do a Special Town Meeting at a later time to appropriate any funding needed. Currently Elections supplies have been budgeted for \$14,000 and this year, we have only used approximately \$3,500. The recommendation would be to move some funds out of the Elections Supply line to the Comprehensive Plan Committee if they needed it.

After some discussion, the board agrees to leave the warrant as it is written, and if needed will consider holding a special town meeting.

Victoria Gavel – Motions to approve the Annual Town Meeting Warrant as it is written.

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

Town of Lyman
Select Board Meeting Minutes
May 6th, 2024 – Lyman Town Hall

g. [Review/ Approve Pole Permit](#)

Jessica Picard – Motions to approve the pole permit dated March 18th, 2024, for intersection of Swan Shores Drive and Clarks Woods Road.

Victoria Gavel – Seconds the motion. Motion passes :4-0-0

Note: The original motion was for a pole permit already previously approved, and later under the agenda item “other” was corrected.

h. [Field Use Request Form for Chadbourne Field – Massabesic Little League](#)

Jessica Picard – Motions to approve the field use request form for the Massabesic Little League to use Chadborne Field.

Victoria Gavel – Seconds the motion. Motion passes: 4-0-0

i. [Discussion from 4-22-24 Workshop, updating agenda format, board bylaws, etc.](#)

Victoria Gavel – Motions to table this agenda item

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

OTHER

Victoria Gavel – Suggests having a workshop to discuss any potential hot-topic items for the upcoming Town Meeting. There is some discussion that it is beneficial having the Treasurer at the meetings to help answer questions.

Thomas Hatch – States he has been addressed by some residents that there are public officials questioning the work being done at Kennebunk Pond and he would encourage them to inquire with the Town Manager for updates before making assumptions.

ADJOURN

Jessica Picard – Motions to adjourn. Ralph Blackington 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 date May 6th, 2024

Lindsay Gagne

ITEM #4: (a.) Payroll Warrant

LYMAN
10:14 AM

Payroll Check Register

Pay Date: 05/15/2024

05/09/2024
Page 1

Check	D / D	Check	Amount	Date	Employee
Employee Checks					
1	449.64	0.00	449.64	05/15/24	021 JANICE M AUGER
2	1,659.35	0.00	1,659.35	05/15/24	79 SUSAN J BELLEROSE
3	1,187.49	0.00	1,187.49	05/15/24	025 THOMAS M CROTEAU
4	2,461.97	0.00	2,461.97	05/15/24	028 LINDSAY GAGNE
5	1,875.46	0.00	1,875.46	05/15/24	016 LAURIE L GONSKA
6	207.65	0.00	207.65	05/15/24	117 PAUL HAKALA
7	259.30	0.00	259.30	05/15/24	007 THOMAS M HOLLAND
8	2,019.69	0.00	2,019.69	05/15/24	015 JEANETTE E LEMAY
9	1,134.67	0.00	1,134.67	05/15/24	036 JULIE LEMIEUX
10	1,285.30	0.00	1,285.30	05/15/24	041 RANDALL L MURRAY
11	427.00	0.00	427.00	05/15/24	19 BRIAN D. RACICOT
12	374.60	0.00	374.60	05/15/24	123 KYLE D RACICOT
13	387.69	0.00	387.69	05/15/24	002 DAVID W RILEY
14	775.45	0.00	775.45	05/15/24	024 JAMES ROBERTS
15	98.01	0.00	98.01	05/15/24	079 LEILA ROY
16	146.80	0.00	146.80	05/15/24	020 DAVID H SANTORA
17	1,628.76	0.00	1,628.76	05/15/24	037 REBEKAH S THOMPSON
18	90.67	0.00	90.67	05/15/24	40 RAYMOND J VALLIERE
Total	16,469.50	0.00	16,469.50		

Direct Deposit Checks					
19	0.00	16,469.50	16,469.50	05/15/24	D / D 1 BIDDEFORD SAVINGS BANK
Total	0.00	16,469.50	16,469.50		

Trust & Agency Checks					
20	0.00	5,752.35	5,752.35	05/15/24	T & A 1 I.R.S.
21	0.00	1,296.90	1,296.90	05/15/24	T & A 3 ICMA
22	0.00	1,056.06	1,056.06	05/15/24	T & A 2 MAINE REVENUE SERVICES
23	0.00	1,708.32	1,708.32	05/15/24	T & A 9 MPERS
Total	0.00	9,813.63	9,813.63		

Summary		
Checks:	Regular	0.00 18
	D / D	16,469.50 1
	Employee	16,469.50
	T & A	9,813.63 4
	Voided	0
Total	26,283.13	23

WARRANT: 43

Check	D / D	Check	Employee	Gross Pay
1	449.64	0.00	021 JANICE M AUGER	534.38
2	1,659.35	0.00	79 SUSAN J BELLEROSE	2,379.00
3	1,187.49	0.00	025 THOMAS M CROTEAU	1,744.83
4	2,461.97	0.00	028 LINDSAY GAGNE	3,494.23
5	1,875.46	0.00	016 LAURIE L GONSKA	2,913.46
6	207.65	0.00	117 PAUL HAKALA	279.00
7	259.30	0.00	007 THOMAS M HOLLAND	286.85
8	2,019.69	0.00	015 JEANETTE E LEMAY	2,875.81
9	1,134.67	0.00	036 JULIE LEMIEUX	1,597.25
10	1,285.30	0.00	041 RANDALL L MURRAY	1,960.80
11	427.00	0.00	19 BRIAN D. RACICOT	517.93
12	374.60	0.00	123 KYLE D RACICOT	435.56
13	387.69	0.00	002 DAVID W RILEY	419.81
14	775.45	0.00	024 JAMES ROBERTS	901.25
15	98.01	0.00	079 LEILA ROY	106.13
16	146.80	0.00	020 DAVID H SANTORA	158.95
17	1,628.76	0.00	037 REBEKAH S THOMPSON	2,497.83
18	90.67	0.00	40 RAYMOND J VALLIERE	98.18
19	0.00	16,469.50	D / D 1 BIDDEFORD SAVINGS BANK	
20	0.00	5,752.35	T & A 1 I.R.S.	
21	0.00	1,296.90	T & A 3 ICMA	
22	0.00	1,056.06	T & A 2 MAINE REVENUE SERVICES	
23	0.00	1,708.32	T & A 9 MPERS	
Total	16,469.50	26,283.13		23,201.25

Put into A/P **10,045.36**
 Taken out of A/P **(9,813.63)**
Total Payroll 26,514.86

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
8:55 AM

A / P Check Register

Bank: BIDDEFORD SAVINGS

05/16/2024
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	9999	1,322.71	05/20/24	44	0091 CENTRAL MAINE POWER, INC.
P	10594	3,010.25	05/07/24	44	0647 TREASURER, STATE OF MAINE
P	10595	52.00	05/07/24	44	0643 TREASURER, STATE OF MAINE
P	10596	20,492.72	05/09/24	44	0569 SECRETARY OF STATE
P	10597	13,989.28	05/13/24	44	0569 SECRETARY OF STATE
R	10598	89.09	05/20/24	44	0218 AMAZON CAPITAL SERVICES
R	10599	350.00	05/20/24	44	1046 BOURQUE & CLEGG LLC
R	10600	5,710.00	05/20/24	44	0335 C.I.A. SALVAGE INC
R	10601	227.97	05/20/24	44	0310 CHARTER COMMUNICATIONS
R	10602	32.00	05/20/24	44	0994 CINTAS CORPORATION- # 758
R	10603	20.00	05/20/24	44	0101 CUNNINGHAM SECURITY SYSTEMS
R	10604	180.00	05/20/24	44	0324 D & L DISPOSAL
R	10605	350.00	05/20/24	44	0133 DAVID W. RILEY
R	10606	75,968.35	05/20/24	44	0151 DAYTON SAND & GRAVEL, CO.,INC.
R	10607	6,850.00	05/20/24	44	0166 E.T.P ELECTRICIANS
R	10608	16,451.64	05/20/24	44	0500 ECOMAINE
R	10609	827.26	05/20/24	44	0179 ELECTION SYSTEMS & SOFTWARE, INC
R	10610	49.42	05/20/24	44	0147 GONETSPEED
R	10611	4,084.00	05/20/24	44	0241 HILL VIEW MINI BARNS LLC
R	10612	95.74	05/20/24	44	0316 JAMES ROBERTS
R	10613	53.60	05/20/24	44	0323 JANICE AUGER
R	10614	2,300.00	05/20/24	44	0311 KCB LANDSCAPING
R	10615	37.63	05/20/24	44	0322 KENNEBUNK LIGHT & POWER DISTRICT
R	10616	315.64	05/20/24	44	0131 LAURIE GONSKA
R	10617	55.00	05/20/24	44	0367 M A A O
R	10618	6,984.91	05/20/24	44	0376 M M E H T
R	10619	2,208.50	05/20/24	44	0034 MEMIC
R	10620	533.54	05/20/24	44	0098 NICE RINK
R	10621	355.00	05/20/24	44	0256 POTTYS-R-US
R	10622	20.50	05/20/24	44	0502 REGISTRY OF DEEDS
R	10623	257.20	05/20/24	44	0302 RURAL FIRE PROTECTION OF N.E.
R	10624	1,052.34	05/20/24	44	0048 SHEILA MCNEIL
R	10625	280.00	05/20/24	44	0580 SMPDC
R	10626	5,750.00	05/20/24	44	0277 TINKER TOM EXCAVATOR
R	10627	149.49	05/20/24	44	0148 VERIZON WIRELESS
R	10628	78.86	05/20/24	44	0321 VICKY GAVEL
R	10629	76.80	05/20/24	44	0985 WARRENS OFFICE SUPPLIES
P	88889	110.15	05/20/24	44	0140 WEX BANK
P	99999	309.00	05/20/24	44	0095 CARDMEMBER SERVICE
P	99999	14.40	05/20/24	44	0095 CARDMEMBER SERVICE
P	99999	22.00	05/20/24	44	0095 CARDMEMBER SERVICE
P	99999	462.00	05/20/24	44	0095 CARDMEMBER SERVICE
P	99999	15.99	05/20/24	44	0095 CARDMEMBER SERVICE
P	99999	45.00	05/20/24	44	0095 CARDMEMBER SERVICE
P	99999	291.85	05/20/24	44	0095 CARDMEMBER SERVICE
P	99999	59.99	05/20/24	44	0095 CARDMEMBER SERVICE

Lyman
8:55 AM

A / P Check Register
Bank: BIDDEFORD SAVINGS

05/16/2024
Page 2

Type	Check	Amount	Date	Wrnt	Payee
Total		171,991.82			
				Count	
				Checks	46
				VOIDS	0

A / P Warrant

Warrant 44

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00218 AMAZON CAPITAL SERVICES						
0550	10598	05	VOLLEYBALL NET		1WRJ-KQX7-71MT	
VOLLEYBALL, NET			E 161-21-90-940		89.09	0.00
			OTHER / REC PROGRAMS			
			Vendor Total-		89.09	
01046 BOURQUE & CLEGG LLC						
0550	10599	05	SERVICES		45894	
SERVICES			E 181-11-33-320		350.00	0.00
			CONT PROF / PROF SERV LE			
			Vendor Total-		350.00	
00335 C.I.A. SALVAGE INC						
0550	10600	05	HAULING		4194	
MSW HAULING			E 150-31-35-355		2,470.00	0.00
			CTRCT SVS WA / PROF SVS HAU			
WOOD/BULKY HAULING			E 150-31-35-356		1,710.00	0.00
			CTRCT SVS WA / PROF SVS HW			
RECYCLE HAULING			E 150-31-35-357		760.00	0.00
			CTRCT SVS WA / PROF SVS HR			
CAN RENTAL			E 150-31-35-349		200.00	0.00
			CTRCT SVS WA / PROF SVS CAN			
METAL HAULING			E 150-31-35-359		570.00	0.00
			CTRCT SVS WA / PROF SVS MET			
			Vendor Total-		5,710.00	
00095 CARDMEMBER SERVICE						
0550	99999	05	PERMIT BY RULE FEE			
PERMIT BY RULE FEE			E 141-23-31-310		309.00	0.00
			CTRCT SVS BL / PROF SVS			
			Invoice Total-		309.00	
9550	99999	05	MICROSOFT		E0600S1K7V	
MICROSOFT			E 110-11-32-310		14.40	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		14.40	
0550	99999	05	MICROSOFT		E0600S1A34	
MICROSOFT			E 110-11-32-310		22.00	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		22.00	
0550	99999	05	MICROSOFT		E0600S1A1D	
MICROSOFT			E 110-11-32-310		462.00	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		462.00	
0550	99999	05	ZOOM		256196564	
ZOOM			E 110-11-32-310		15.99	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		15.99	
0550	99999	05	MAILCHIMP		MC18275885	
MAILCHIMP			E 110-11-32-310		45.00	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		45.00	
0550	99999	05	TRAINING		3513108695	
TRAINING			E 102-31-20-280		291.85	0.00
			BENEFITS / TRAINING			

A / P Warrant

Warrant 44

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
				Invoice Total-	291.85	
0550	99999	05	SUPPLIES	48792		
SUPPLIES			E 110-11-60-610		59.99	0.00
			SUPPLIES / SUPPLIES			
				Invoice Total-	59.99	
				Vendor Total-	1,220.23	
00091 CENTRAL MAINE POWER, INC.						
0550	9999	05	ELECTRICITY	401000029640		
3501-6854-669			E 147-31-50-560		440.61	0.00
			UTILITIES / ELECTRICITY			
3501-2614-331			E 147-51-50-560		328.44	0.00
			UTILITIES / ELECTRICITY			
3501-6858-561			E 147-21-50-560		31.91	0.00
			UTILITIES / ELECTRICITY			
3501-2989-030			E 147-11-50-560		468.91	0.00
			UTILITIES / ELECTRICITY			
3001-3752-495			E 147-23-50-560		52.84	0.00
			UTILITIES / ELECTRICITY			
				Vendor Total-	1,322.71	
00310 CHARTER COMMUNICATIONS						
0550	10601	05		232143101050124		
UTILITIES			E 161-23-50-580		227.97	0.00
			UTILITIES / COMM			
				Vendor Total-	227.97	
00994 CINTAS CORPORATION- # 758						
0550	10602	05	13117643	4192565068		
RUGS-TH			E 141-11-31-310		32.00	0.00
			CTRCT SVS BL / PROF SVS			
				Vendor Total-	32.00	
00101 CUNNINGHAM SECURITY SYSTEMS						
0550	10603	05	63000320	153793		
SECURITY SYTEM			E 141-11-31-310		20.00	0.00
			CTRCT SVS BL / PROF SVS			
				Vendor Total-	20.00	
00324 D & L DISPOSAL						
0550	10604	05	FREON RECOVERY	955		
FREON RECOVERY			E 150-31-35-310		180.00	0.00
			CTRCT SVS WA / PROF SVS			
				Vendor Total-	180.00	
00133 DAVID W. RILEY						
0550	10605	05	SERVICES	58		
ROADS REPAIRS/MAINT			E 131-51-40-483		350.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
				Vendor Total-	350.00	
00151 DAYTON SAND & GRAVEL, CO., INC.						
0550	10606	05	52800	263046		
52800			E 131-51-40-483		263.75	0.00
			REPAIRS & MA / RDS/REPAIRS			
				Invoice Total-	263.75	

A / P Warrant

Warrant 44

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0550	10606	05	52800		263200	
52800			E 131-51-40-483		90.60	0.00
			REPAIRS & MA / RDS/REPAIRS			
			Invoice Total-		90.60	
0550	10606	05	52800		000624	
52800			E 131-51-40-482		75,614.00	0.00
			REPAIRS & MA / RDS/RESURFA			
			Invoice Total-		75,614.00	
			Vendor Total-		75,968.35	
00166 E.T.P ELECTRICIANS						
0550	10607	05	LIGHTING SALT SHED		050924	
LIGHTING			E 703-86-90-999		3,500.00	0.00
			CAP IM / RESERVES - OTHER / MISC			
MOVE ELEC PANEL			E 703-86-90-999		2,100.00	0.00
			CAP IM / RESERVES - OTHER / MISC			
ADDITIONAL LIGHT			E 143-51-31-360		400.00	0.00
			CTRCT SVS BL / PLOW & SAND			
			Invoice Total-		6,000.00	
0550	10607	05	BUNGANUT BLDG		031224	
BUNGANUT BLDG			E 703-86-90-999		850.00	0.00
			CAP IM / RESERVES - OTHER / MISC			
			Invoice Total-		850.00	
			Vendor Total-		6,850.00	
00500 ECOMAINE						
0550	10608	05	BULKY		APR	
BULLYMAN01 OBW-WOOD			E 150-31-35-351		2,875.40	0.00
			CTRCT SVS WA / PROF SVS TW			
			Invoice Total-		2,875.40	
0550	10608	05	RECYCLE		APRIL	
RECYCLE			E 150-31-35-352		934.20	0.00
			CTRCT SVS WA / PROF SVS REC			
			Invoice Total-		934.20	
0550	10608	05	TIPPING		APRIL	
LYMAN01 MSW			E 150-31-35-350		12,642.04	0.00
			CTRCT SVS WA / PROF SVS TIP			
			Invoice Total-		12,642.04	
			Vendor Total-		16,451.64	
00179 ELECTION SYSTEMS & SOFTWARE, INC						
0550	10609	05	141369		CD2089871	
141369			E 110-13-39-399		827.26	0.00
			CONT SVS OTH / OTHER			
			Vendor Total-		827.26	
00147 GONETSPEED						
0550	10610	05	13668 PHONE		050124	
13668 PHONE			E 150-31-50-580		49.42	0.00
			UTILITIES / COMM			
			Vendor Total-		49.42	
00241 HILL VIEW MINI BARNS LLC						
0550	10611	05	BUNGANUT BLDG		31593	

A / P Warrant

Warrant 44

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
BUNGANUT BLDG			E 703-86-90-999		4,084.00	0.00
			CAP IM / RESERVES - OTHER / MISC			
			Vendor Total-		4,084.00	
00316 JAMES ROBERTS						
0550	10612	05	MILEAGE	4/24-5/7		
MILEAGE			E 110-11-90-910		95.74	0.00
			OTHER / MILEAGE/TRAV			
			Vendor Total-		95.74	
00323 JANICE AUGER						
0550	10613	05	MILEAGE			
MILEAGE			E 110-11-90-910		53.60	0.00
			OTHER / MILEAGE/TRAV			
			Vendor Total-		53.60	
00311 KCB LANDSCAPING						
0550	10614	05	STORM CLEANUP RHODES HALL	1021		
STORM CLEANUP RHODES HALL			E 141-21-31-310		500.00	0.00
			CTRCT SVS BL / PROF SVS			
			Invoice Total-		500.00	
0550	10614	05	STORM CLEAN UP TH	1022		
STORM CLEAN UP TH			E 141-21-31-310		300.00	0.00
			CTRCT SVS BL / PROF SVS			
			Invoice Total-		300.00	
0550	10614	05	STORM CLEAN UP CHADBOURNE	1023		
STORM CLEAN UP CHADBOURNE			E 141-21-31-310		1,500.00	0.00
			CTRCT SVS BL / PROF SVS			
			Invoice Total-		1,500.00	
			Vendor Total-		2,300.00	
00322 KENNEBUNK LIGHT & POWER DISTRICT						
0550	10615	05	2101002-01	050624		
2101002-01			E 147-51-50-560		37.63	0.00
			UTILITIES / ELECTRICITY			
			Vendor Total-		37.63	
00131 LAURIE GONSKA						
0550	10616	05	MILEAGE	APRIL		
MILEAGE			E 110-11-90-910		315.64	0.00
			OTHER / MILEAGE/TRAV			
			Vendor Total-		315.64	
00367 M A A O						
0550	10617	05	TRAINING	1000471006		
TRAINING			E 102-11-20-290		55.00	0.00
			BENEFITS / MEMB & DUES			
			Vendor Total-		55.00	
00376 M M E H T						
0550	10618	05	MHT.31171	JUNE		
EMPLOYEE			G 1-205-00		479.02	0.00
			BENFTS-EMPLE			
HEALTH			E 102-99-20-210		6,214.65	0.00
			BENEFITS / HEALTH			

A / P Warrant

Warrant 44

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
DENTAL			E 102-99-20-211		262.74	0.00
			BENEFITS / DENTAL			
LIFE NO MED			E 102-99-20-214		28.50	0.00
			BENEFITS / LIFE NO MED			
Vendor Total-					6,984.91	
00034 MEMIC						
0550	10619	05	1810107099	1810107099		
1810107099			E 117-99-38-326		1,576.00	0.00
			CONT SVS INS / INS W.C.			
Invoice Total-					1,576.00	
0550	10619	05	1810107099	1810107099		
1810107099			E 117-99-38-326		632.50	0.00
			CONT SVS INS / INS W.C.			
Invoice Total-					632.50	
Vendor Total-					2,208.50	
00098 NICE RINK						
0550	10620	05	72X44 LINER	142623		
72X44 LINER			E 161-21-40-450		533.54	641.71
			REPAIRS & MA / EQUIPMENT			
Vendor Total-					533.54	
00256 POTTYS-R-US						
0550	10621	05	PORTA-POTS	28837		
CHADBOURNE FIELD			E 145-21-35-331		185.00	0.00
			CTRCT SVS WA / PROF PORTA P			
Invoice Total-					185.00	
0550	10621	05	PORTA-POTS	28833		
KENNEBUNK POND			E 145-23-35-331		85.00	0.00
			CTRCT SVS WA / PROF PORTA P			
Invoice Total-					85.00	
0550	10621	05	PORTA-POTS	28818		
BUNGANUT			E 145-22-35-331		85.00	0.00
			CTRCT SVS WA / PROF PORTA P			
Invoice Total-					85.00	
Vendor Total-					355.00	
00502 REGISTRY OF DEEDS						
0550	10622	05	TRANSFERS	APRIL		
TRANSFERS			E 110-11-39-399		20.50	0.00
			CONT SVS OTH / OTHER			
Vendor Total-					20.50	
00302 RURAL FIRE PROTECTION OF N.E.						
0550	10623	05	ASSESSMENT	05		
ASSESSMENT			E 721-86-90-999		257.20	0.00
			HYD / RESERVES - OTHER / MISC			
Vendor Total-					257.20	
00569 SECRETARY OF STATE						
0550	10596	05	31170	4/24-5/2		
31170			G 1-250-00		20,492.72	0.00
			MTR VEHICLE			
Invoice Total-					20,492.72	

A / P Warrant

Warrant 44

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0550	10597	05	31170	5/2-5/9		
31170			G 1-250-00		13,989.28	0.00
			MTR VEHICLE			
			Invoice Total-		13,989.28	
			Vendor Total-		34,482.00	
00048 SHEILA MCNEIL						
0550	10624	05	SUPPLIES	269127751		
SUPPLIES			E 181-15-37-399		76.33	0.00
			CONT OUT / CONT SVS OTH			
			Invoice Total-		76.33	
0550	10624	05	PORTABLE HYDRALIC LIFT	03488561		
PORTABLE HYDRALIC LIFT			E 181-15-37-399		116.04	0.00
			CONT OUT / CONT SVS OTH			
			Invoice Total-		116.04	
0550	10624	05	FLAGS	330576128		
FLAGS			E 181-15-37-399		794.26	0.00
			CONT OUT / CONT SVS OTH			
			Invoice Total-		794.26	
0550	10624	05	FLAGS	330570442		
FLAGS			E 181-15-37-399		65.71	0.00
			CONT OUT / CONT SVS OTH			
			Invoice Total-		65.71	
			Vendor Total-		1,052.34	
00580 SMPDC						
0550	10625	05	COMPREHENSIVE PLAN	17309		
COMPREHENSIVE PLAN			E 110-19-90-999		280.00	0.00
			OTHER / MISC			
			Vendor Total-		280.00	
00277 TINKER TOM EXCAVATOR						
0550	10626	05	STORM CLEAN UP	29		
STORM CLEAN UP			E 131-51-40-483		4,000.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
			Invoice Total-		4,000.00	
0550	10626	05	CULVERT TRANSFER STATION	32		
CULVERT TRANSFER STATION			E 131-51-40-483		1,750.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
			Invoice Total-		1,750.00	
			Vendor Total-		5,750.00	
00643 TREASURER, STATE OF MAINE						
0550	10595	05	APRIL			
DOGS			G 1-256-00		52.00	0.00
			DOG LIC			
			Vendor Total-		52.00	
00647 TREASURER, STATE OF MAINE						
0550	10594	05	FISH	APRIL		
FISH			G 1-251-00		3,010.25	0.00
			INLAND FISH			
			Vendor Total-		3,010.25	

A / P Warrant

Warrant 44

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
00148 VERIZON WIRELESS						
0550	10627	05	6423575065-00001		9963326344	
642357065-00001			E 110-11-50-580		149.49	0.00
			UTILITIES / COMM			
			Vendor Total-		149.49	
00321 VICKY GAVEL						
0550	10628	05	REIMBURSEMENT		7259026	
REIMBURSEMENT			E 703-86-90-999		78.86	0.00
			CAP IM / RESERVES - OTHER / MISC			
			Vendor Total-		78.86	
00985 WARRENS OFFICE SUPPLIES						
0550	10629	05	TOWLYM		529502	
TOWLYM			E 110-11-60-610		54.98	0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-		54.98	
0550	10629	05	TOWLYM		529192-01	
TOWLYM			E 110-11-60-610		21.82	0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-		21.82	
			Vendor Total-		76.80	
00140 WEX BANK						
0550	88889	05	0496-00-621844-0		96876113	
0496-00-621844-0			E 150-31-40-450		110.15	0.00
			REPAIRS & MA / EQUIPMENT			
			Vendor Total-		110.15	
			Prepaid Total-		40,197.34	
			Current Total-		131,794.48	
			EFT Total-		0.00	
			Warrant Total-		171,991.82	

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 _____



**Review of Town of Lyman Selectboard/Town Manager Form of Government
Presentation to the Lyman Selectboard April 22, 2024**

Don Gerrish of Eaton Peabody Consulting Group was engaged to do a review of how the Selectboard/Town Manager/Town Meeting form of government is working in Lyman. The Lyman Town Charter was amended in November of 2022 to change to the Selectboard/Town Manager/Town Meeting form of government which became effective on July 1, 2023. Previously the Town functioned with a Selectboard/Town Meeting form of government and a clerk assisting the Selectboard. The Town has been working with the new form of government for almost 9 months.

Process

Mr. Gerrish did telephone interviews with the exiting Selectboard and the Town Manager asking their opinion on how this new form is working. He also reviewed the Lyman Town Charter, Lyman Personnel Policy, and Town Manager job description among other pertinent Town documents. He also viewed recent Selectboard meetings.

Observations

Transitioning to the Selectboard/Town Manager form of government was a significant change in the operation of the Town that affected the Selectboard, Boards/Committees/Commissions, employees and citizens. The Town Manager took over as the chief executive and administrator of the Town, a role the Selectboard had done before the charter change.

This change necessitated that new policies and procedures be developed to ensure the affected stakeholders described above understand how the new form of government works.

The Town Manager's job description was completed and approved by the Selectboard. Updated job descriptions were completed for all employees. An update to the Town's Personnel Policy was critical to have it align with the responsibilities of the Town Manager. This update is ongoing and if not completed will be completed shortly.

The Town has had some issues as it moved to this new form of government. Questions of who and how the public deals with Town questions or concerns came up. How the new organization chart works as far as employee oversight came into play. Does this change affect Boards/Committees/Commissions operations? Does the processes and policies for Selectboard meetings with now having a Town Manager needed to be clarified?

The members of the Selectboard and the Town Manager believe the change has gone well but not without its bumps in the road. They all are committed to continue to listening to each other and the public, keep an open mind and to clarify and making changes when necessary.

The Town's new updated Personnel Policy is excellent. It clearly lays out the role and responsibilities of the Town Manager and gives the employees and public an understanding of procedures, policies and benefits of Town employees. The updated job descriptions were needed and are written very well.

Recommendations

As I expressed earlier, the move to the Selectboard/Town Manager form of Government was a major change for the community. From my experience the more specific policies and procedures the Selectboard can adopt will help everyone's understanding of this form of Town government and how it works.

I would suggest you consider the following as an additional processes or policies or wording that will help with the continual understanding of the operation of the Town and consider other clarifying documents when issues arise as to the operation of the Town.

- 1) Public Participation is allowed at the beginning of each Board meeting. I have attached a copy of a policy that the Town of Wells has adopted for your review. It expresses the value of this participation but also places appropriate restrictions on the discussion and it gives any speaker an understanding of what can and cannot be said. If adopted this should be reviewed annually for any changes.
- 2) Many communities have comprehensive Selectboard Policies in one document that help everyone understand how Selectboard meetings are run. I have attached a copy of the Town of Raymond's policy for your review.

- 3) Adopting the following statement from Maine State Statutes concerning the Selectboard/Town Manager form of government would be highly recommended: “The Selectboard shall deal with the administrative services solely through the Town Manager and may not give orders to any subordinates of the Manager, either publicly or privately. This does not prevent the Selectboard from appointing committees or commissions of its own members or citizens or of citizens conduct investigations into the conduct of any official or department or any matter relating to the welfare of the Town”.

This is an area that causes many issues in Council /Selectboard/Manager Communities and clarifying it and seeing that is followed resolves many conflicts.

- 4) I would recommend that Selectboard policies and procedures be reviewed annually, after yearly elections, so the new and old members are familiar with the policies and processes and any changes can be made if a majority decides.
- 5) It is important that an annual evaluation of the Town Manager be done in a timely manner and with all elected officials participating.
- 6) My final recommendation for this form of government to be successful is that honest and timely communication be maintained by all the Selectboard and Town Manager and there is transparency and open communication with the public.
- 7) Having written policies and procedures is also critical. There may be disagreements about these but having a process or policy in place that lays out existing rules, who is in charge and how you go about to make a change makes the process workable.

The Balance Between the Roles of the Council and the Manager

Council's Role

Determines the goals and direction of the community

Understand, amend, approve the budget

Makes decisions on ordinances, major projects, large contracts

Responds to constituent concerns by checking through the manager

Oversight, in a broad sense, of the accomplishment of large outcomes

Selects and evaluates the Manager

Manager's Role

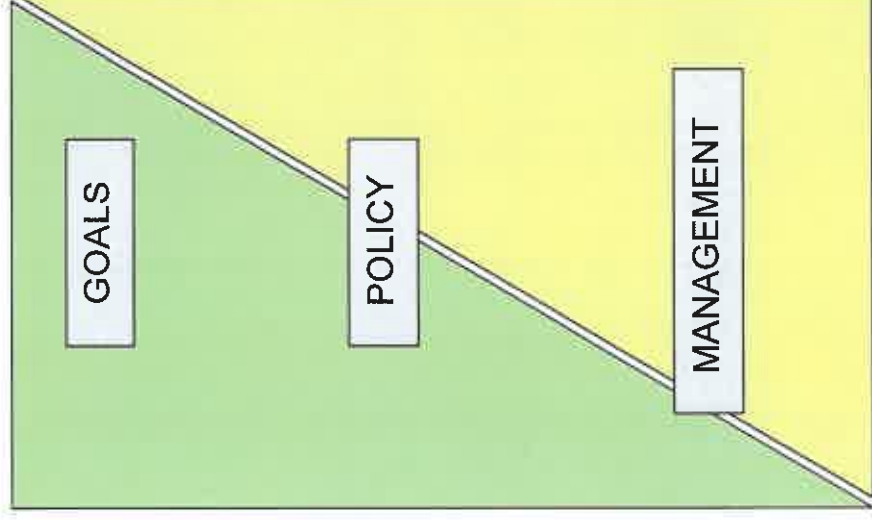
Provides advice and information
Ensures that the Board under takes the appropriate planning process
Prepares the budget for approval

Does background work
Presents options and makes recommendations

Gets answers for Councilors from the appropriate department(s)

Establishes procedures for managing the organization
Manages the resources to support and carry out the decisions of the Council

Hires and manages all other personnel





Weekly "All Hands"

EMERGENCY INCIDENTS

WEEKLY INCIDENT STATS: 05/06/24 - 05/12/24

Aircraft Incident	
Alarms (Fire / CO)	
Appliance / Chimney Fire	
Brush / Woods Fire	
Gas Leaks / Hazmat	
Lines / Trees Down	
Medical Emergencies	12
Mutual Aid (EMS)	1
Mutual Aid (FIRE)	
Odor/Smoke Investigation	

Outside Fires (non-brush)	
Service Call / Public Assist	1
Special / Technical Rescue	
Structure Fire	
Vehicle Crash	1
Vehicle Fire	
Water / Ice Rescue	
WEEK TOTAL	15
YEAR TO DATE (2024)	424
YEAR TO DATE (2023)	330

MONTHLY TOTALS

	2023	2024
JAN:	86	92
FEB:	68	78
MAR:	69	128
APR:	70	100
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**

March 2024/2023

<p>Incidents to Date 298/223</p>	<p>of interest:</p> <ul style="list-style-type: none"> 3/1 - Lyman Cardiac Arrest, 8 GM Responders, Alfred M/A 3/12 - Dayton EMS incident involving chainsaw. Transport to MMC and FD to extinguish permitted burn. 3/21 - 3 Alarm grass/woods fire. 8.3 acres burned, three structures threatened. Caused by limb on energized line using excessive power, resulting in fuse melting, falling to the ground and catching tall grass on fire. 3/21 - 12 incidents, several were wind related. 5 incidents reported while all GM crews tied up at fire. 3/23 - Tree falls on car during ice storm. Tree broke windshield resulting in traumatic injury transport to MMC. 3/23-3/24 55 incidents, most of which were storm related. 3/25 - Arundel Motor Vehicle Crash Engine 83, Ambulance 85 Respond. Extrication and Transport to Maine Med. 1 New hire, already has A-EMT license. 	<p>Trainings 1/12</p>					
<p>Emergency Incidents 127/69</p>		<p>Certification 2/1</p>					
<p>Multi Incidents 65/7</p>		<p>Work Orders 37/150</p>					
<p>Desk Box/All hands 2/2 Cardiac arrest/Brush fire</p>		<p>Career staff 5/3</p>					
<p>Mutual Aid Given 16/9</p>		<p>Call-force 48</p>					
<p>Mutual Aid Received 15/5</p>		<p>Total Responders 34/30 Those who responded to at least one incident</p>					
<p>No Manpower 5/2 Crews working 3rd Alarm Brushfire.</p>	<p>Hospitals Transported to</p> <table border="1"> <tr> <td data-bbox="1227 1278 1351 1541"> <p>SMHC-Bidd 22</p> </td> <td data-bbox="1227 989 1351 1278"> <p>SMHC-San. 1</p> </td> <td data-bbox="1227 844 1351 989"> <p>MMC 6</p> </td> <td data-bbox="1227 642 1351 844"> <p>Mercy 0</p> </td> <td data-bbox="1227 512 1351 642"> <p>York 1</p> </td> </tr> </table>	<p>SMHC-Bidd 22</p>	<p>SMHC-San. 1</p>	<p>MMC 6</p>	<p>Mercy 0</p>	<p>York 1</p>	<p>Incidents by Town Dayton 41/12 Lyman 71/46</p>
<p>SMHC-Bidd 22</p>	<p>SMHC-San. 1</p>	<p>MMC 6</p>	<p>Mercy 0</p>	<p>York 1</p>			



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](#)



Lt. Boucher and Capt. Nicki Tarbell rescued a kitten named Nicki on Saturday.

PRIDE / OWNERSHIP / PROFESSIONALISM

05/13/24

Expense Summary Report

FUND: 1

ALL Months

ITEM #6: (b.) 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	547,764.76	0.00	139,855.24
11 - TOWN HALL	337,913.00	107,034.00	444,947.00	383,204.57	0.00	61,742.43
10 - SALARIES	337,913.00	107,034.00	444,947.00	383,204.57	0.00	61,742.43
101 - TOWN MGR	0.00	91,855.00	91,855.00	77,867.26	0.00	13,987.74
103 - HR & FINANCE	62,534.00	6,030.00	68,564.00	57,059.90	0.00	11,504.10
105 - TOWN CLERK/T	55,751.00	9,149.00	64,900.00	55,383.12	0.00	9,516.88
106 - ADMIN CLERK	51,578.00	0.00	51,578.00	28,656.28	0.00	22,921.72
115 - ASSESSOR	75,750.00	0.00	75,750.00	67,009.58	0.00	8,740.42
141 - CEO	65,000.00	0.00	65,000.00	59,408.66	0.00	5,591.34
142 - CEO CLERK	27,300.00	0.00	27,300.00	22,769.25	0.00	4,530.75
143 - ELECTRICIAN	0.00	0.00	0.00	15,050.52	0.00	-15,050.52
13 - ELECTIONS	14,818.00	-5,800.00	9,018.00	3,914.10	0.00	5,103.90
10 - SALARIES	14,818.00	-5,800.00	9,018.00	3,914.10	0.00	5,103.90
182 - BALLOT CLERK	8,478.00	0.00	8,478.00	3,628.72	0.00	4,849.28
183 - TM MODERATOR	340.00	0.00	340.00	170.00	0.00	170.00
184 - REGISTRAR	6,000.00	-5,800.00	200.00	115.38	0.00	84.62
17 - PLANNING	3,580.00	0.00	3,580.00	3,718.39	0.00	<b style="color: red;">-138.39
10 - SALARIES	3,580.00	0.00	3,580.00	3,718.39	0.00	-138.39
147 - PB	3,580.00	0.00	3,580.00	3,718.39	0.00	-138.39
18 - APPEALS BD	373.00	0.00	373.00	74.28	0.00	298.72
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
21 - RECREATION	3,960.00	0.00	3,960.00	3,834.26	0.00	125.74
10 - SALARIES	3,960.00	0.00	3,960.00	3,834.26	0.00	125.74
127 - REC DIRECT	3,960.00	0.00	3,960.00	3,834.26	0.00	125.74
31 - TRANSFER STA	124,121.00	0.00	124,121.00	98,051.27	0.00	26,069.73
10 - SALARIES	124,121.00	0.00	124,121.00	98,051.27	0.00	26,069.73
131 - TRF STATION	123,121.00	0.00	123,121.00	98,051.27	0.00	25,069.73
132 - ECO ME REP	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
51 - ROADS	37,905.00	0.00	37,905.00	33,534.00	0.00	4,371.00
10 - SALARIES	37,905.00	0.00	37,905.00	33,534.00	0.00	4,371.00
151 - RD COMM	37,905.00	0.00	37,905.00	33,534.00	0.00	4,371.00
71 - GA	3,394.00	0.00	3,394.00	1,697.00	0.00	1,697.00
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
72 - ACO	7,458.00	0.00	7,458.00	6,597.55	0.00	860.45
10 - SALARIES	7,458.00	0.00	7,458.00	6,597.55	0.00	860.45

Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
101 - SALARIES CONT'D						
175 - ACO	7,458.00	0.00	7,458.00	6,597.55	0.00	860.45
99 - NOT SPECIFIC	53,343.00	-479.00	52,864.00	13,139.34	0.00	39,724.66
10 - SALARIES	33,970.00	-479.00	33,491.00	13,139.34	0.00	20,351.66
179 - HEALTH OFFIC	455.00	0.00	455.00	0.00	0.00	455.00
191 - EXTRA TIME	7,500.00	-479.00	7,021.00	1,404.34	0.00	5,616.66
199 - SELECT BOARD	26,015.00	0.00	26,015.00	11,735.00	0.00	14,280.00
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
102 - BENEFITS	266,347.00	0.00	266,347.00	180,150.38	0.00	86,196.62
11 - TOWN HALL	11,410.00	0.00	11,410.00	5,568.00	0.00	5,842.00
20 - BENEFITS	11,410.00	0.00	11,410.00	5,568.00	0.00	5,842.00
280 - TRAINING	9,515.00	0.00	9,515.00	4,472.00	0.00	5,043.00
290 - MEMB & DUES	1,895.00	0.00	1,895.00	1,096.00	0.00	799.00
13 - ELECTIONS	120.00	0.00	120.00	0.00	0.00	120.00
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
31 - TRANSFER STAT	500.00	0.00	500.00	461.85	0.00	38.15
20 - BENEFITS	500.00	0.00	500.00	461.85	0.00	38.15
280 - TRAINING	500.00	0.00	500.00	461.85	0.00	38.15
99 - NOT SPECIFIC	254,317.00	0.00	254,317.00	174,120.53	0.00	80,196.47
20 - BENEFITS	254,317.00	0.00	254,317.00	174,120.53	0.00	80,196.47
201 - FICA	51,199.00	0.00	51,199.00	43,238.44	0.00	7,960.56
210 - HEALTH	151,887.00	-250.00	151,637.00	95,920.35	0.00	55,716.65
211 - DENTAL	4,414.00	0.00	4,414.00	3,471.41	0.00	942.59
214 - LIFE NO MED	120.00	250.00	370.00	347.55	0.00	22.45
230 - 457B ER MATC	12,614.00	0.00	12,614.00	10,285.36	0.00	2,328.64
231 - MPERS ER	29,583.00	0.00	29,583.00	20,857.42	0.00	8,725.58
250 - PTO BUYOUT	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
107 - CITIZENS PT	0.00	60,217.00	60,217.00	0.00	0.00	60,217.00
13 - ELECTIONS	0.00	60,217.00	60,217.00	0.00	0.00	60,217.00
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	110,988.01	5,268.94	19,858.05
11 - TOWN HALL	132,615.00	0.00	132,615.00	109,929.00	5,268.94	17,417.06
32 - CTRCT SVS EQ	64,008.00	0.00	64,008.00	58,915.45	2,290.00	2,802.55
310 - PROF SVS	64,008.00	0.00	64,008.00	58,915.45	2,290.00	2,802.55
39 - CONT SVS OTH	13,831.00	0.00	13,831.00	13,220.96	0.00	610.04
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	4,743.96	0.00	16.04
50 - UTILITIES	10,464.00	0.00	10,464.00	7,452.04	0.00	3,011.96
580 - COMM	10,464.00	0.00	10,464.00	7,452.04	0.00	3,011.96
60 - SUPPLIES	18,431.00	0.00	18,431.00	11,115.32	0.00	7,315.68
610 - SUPPLIES	10,211.00	0.00	10,211.00	6,380.65	0.00	3,830.35
650 - POSTAGE	8,220.00	0.00	8,220.00	4,734.67	0.00	3,485.33
80 - ADVER, PRINT	18,515.00	0.00	18,515.00	6,832.68	2,978.94	8,703.38
810 - ADVERTISE	4,500.00	0.00	4,500.00	1,412.09	232.50	2,855.41
830 - FORMS	8,910.00	-750.00	8,160.00	2,408.36	0.00	5,751.64
850 - TOWN REPORT	2,000.00	750.00	2,750.00	0.00	2,746.44	3.56
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	12,392.55	0.00	-5,026.55
910 - MILEAGE/TRAV	7,366.00	0.00	7,366.00	5,547.33	0.00	1,818.67
911 - MI/TRAV ELE	0.00	0.00	0.00	6,845.22	0.00	-6,845.22
19 - COMMITTEES	3,500.00	0.00	3,500.00	1,059.01	0.00	2,440.99
90 - OTHER	3,500.00	0.00	3,500.00	1,059.01	0.00	2,440.99
999 - MISC	3,500.00	0.00	3,500.00	1,059.01	0.00	2,440.99
115 - ELECTIONS	13,561.00	0.00	13,561.00	2,591.81	378.00	10,591.19
13 - ELECTIONS	13,561.00	0.00	13,561.00	2,591.81	378.00	10,591.19
39 - CONT SVS OTH	9,339.00	0.00	9,339.00	2,347.26	0.00	6,991.74
399 - OTHER	9,339.00	0.00	9,339.00	2,347.26	0.00	6,991.74
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	378.00	602.00
810 - ADVERTISE	980.00	0.00	980.00	0.00	378.00	602.00
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
115 - ELECTIONS CONT'D						
910 - MILEAGE/TRAV	414.00	0.00	414.00	0.00	0.00	414.00
117 - GEN ADMIN IN						
	43,978.00	0.00	43,978.00	29,341.50	0.00	14,636.50
99 - NOT SPECIFIC	43,978.00	0.00	43,978.00	29,341.50	0.00	14,636.50
38 - CONT SVS INS	43,978.00	0.00	43,978.00	29,341.50	0.00	14,636.50
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	12,917.50	0.00	5,872.50
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
119 - CONTINGENCY						
	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
11 - TOWN HALL	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
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
125 - ACO						
	8,457.00	0.00	8,457.00	7,786.87	0.00	670.13
72 - ACO	8,457.00	0.00	8,457.00	7,786.87	0.00	670.13
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	580.10	0.00	919.90
910 - MILEAGE/TRAV	1,500.00	0.00	1,500.00	580.10	0.00	919.90
128 - HHS G/A						
	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
71 - GA	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
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
129 - HHS SOCIAL S						
	1,131.00	0.00	1,131.00	1,131.00	0.00	0.00
75 - SOCIAL SERV	1,131.00	0.00	1,131.00	1,131.00	0.00	0.00
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
131 - ROADS						
	814,350.00	0.00	814,350.00	304,821.07	0.00	509,528.93
51 - ROADS	814,350.00	0.00	814,350.00	304,821.07	0.00	509,528.93
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	304,821.07	0.00	508,528.93

Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
131 - ROADS CONT'D						
481 - RDS/CONSTRUC	199,000.00	0.00	199,000.00	387.50	0.00	198,612.50
482 - RDS/RESURFA	475,000.00	-20,000.00	455,000.00	155,814.00	0.00	299,186.00
483 - RDS/REPAIRS	139,350.00	20,000.00	159,350.00	148,619.57	0.00	10,730.43
141 - B&G CARE & M	21,730.00	36,500.00	58,230.00	17,348.39	0.00	40,881.61
11 - TOWN HALL	13,360.00	1,500.00	14,860.00	14,154.31	0.00	705.69
31 - CTRCT SVS BL	9,660.00	1,500.00	11,160.00	10,478.70	0.00	681.30
310 - PROF SVS	9,660.00	1,500.00	11,160.00	10,478.70	0.00	681.30
40 - REPAIRS & MA	3,700.00	0.00	3,700.00	3,675.61	0.00	24.39
410 - BLDGS & GROU	3,700.00	0.00	3,700.00	3,675.61	0.00	24.39
21 - RECREATION	2,800.00	35,000.00	37,800.00	2,850.00	0.00	34,950.00
31 - CTRCT SVS BL	950.00	35,000.00	35,950.00	2,550.00	0.00	33,400.00
310 - PROF SVS	950.00	35,000.00	35,950.00	2,550.00	0.00	33,400.00
40 - REPAIRS & MA	1,850.00	0.00	1,850.00	300.00	0.00	1,550.00
410 - BLDGS & GROU	1,850.00	0.00	1,850.00	300.00	0.00	1,550.00
22 - BUNGANUT	1,360.00	0.00	1,360.00	35.08	0.00	1,324.92
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
23 - KBP	440.00	0.00	440.00	309.00	0.00	131.00
31 - CTRCT SVS BL	440.00	0.00	440.00	309.00	0.00	131.00
310 - PROF SVS	440.00	0.00	440.00	309.00	0.00	131.00
31 - TRANSFER STA	3,770.00	0.00	3,770.00	0.00	0.00	3,770.00
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
142 - B&G MOWING	61,642.00	0.00	61,642.00	54,963.65	5,554.40	1,123.95
51 - ROADS	11,500.00	0.00	11,500.00	11,400.00	0.00	100.00
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
90 - MISC	50,142.00	0.00	50,142.00	43,563.65	5,554.40	1,023.95
31 - CTRCT SVS BL	50,142.00	0.00	50,142.00	43,563.65	5,554.40	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	43,563.65	5,554.40	1,023.95
143 - B&G PLOWING	651,940.00	-35,000.00	616,940.00	578,570.81	0.00	38,369.19
11 - TOWN HALL	4,640.00	0.00	4,640.00	4,639.98	0.00	0.02
31 - CTRCT SVS BL	4,640.00	0.00	4,640.00	4,639.98	0.00	0.02
360 - PLOW & SAND	4,640.00	0.00	4,640.00	4,639.98	0.00	0.02
22 - BUNGANUT	700.00	0.00	700.00	0.00	0.00	700.00
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
23 - KBP	1,200.00	0.00	1,200.00	300.00	0.00	900.00
31 - CTRCT SVS BL	1,200.00	0.00	1,200.00	300.00	0.00	900.00
360 - PLOW & SAND	1,200.00	0.00	1,200.00	300.00	0.00	900.00
31 - TRANSFER STA	3,000.00	0.00	3,000.00	3,000.00	0.00	0.00
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
51 - ROADS	642,400.00	-35,000.00	607,400.00	570,630.83	0.00	36,769.17
31 - CTRCT SVS BL	642,400.00	-35,000.00	607,400.00	570,630.83	0.00	36,769.17
360 - PLOW & SAND	642,400.00	-35,000.00	607,400.00	570,630.83	0.00	36,769.17
145 - B&G WASTE SV	16,715.00	0.00	16,715.00	10,912.05	0.00	5,802.95
11 - TOWN HALL	1,820.00	0.00	1,820.00	625.00	0.00	1,195.00
31 - CTRCT SVS BL	1,820.00	0.00	1,820.00	625.00	0.00	1,195.00
330 - WASTE SVS	1,820.00	0.00	1,820.00	625.00	0.00	1,195.00
21 - RECREATION	3,520.00	0.00	3,520.00	2,680.00	0.00	840.00
31 - CTRCT SVS BL	1,300.00	0.00	1,300.00	535.00	0.00	765.00
330 - WASTE SVS	1,300.00	0.00	1,300.00	535.00	0.00	765.00
35 - CTRCT SVS WA	2,220.00	0.00	2,220.00	2,145.00	0.00	75.00
331 - PROF PORTA P	2,220.00	0.00	2,220.00	2,145.00	0.00	75.00
22 - BUNGANUT	6,315.00	0.00	6,315.00	5,114.55	0.00	1,200.45
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	1,167.50	0.00	1,207.50
331 - PROF PORTA P	3,375.00	-1,000.00	2,375.00	1,167.50	0.00	1,207.50
23 - KBP	3,520.00	0.00	3,520.00	1,812.50	0.00	1,707.50
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
145 - B&G WASTE SV CONT'D						
35 - CTRCT SVS WA	2,220.00	0.00	2,220.00	1,337.50	0.00	882.50
331 - PROF PORTA P	2,220.00	0.00	2,220.00	1,337.50	0.00	882.50
51 - ROADS	1,540.00	0.00	1,540.00	680.00	0.00	860.00
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	425.00	0.00	-85.00
331 - PROF PORTA P	340.00	0.00	340.00	425.00	0.00	-85.00
147 - B&G ENERGY	36,984.00	-1,500.00	35,484.00	16,326.77	0.00	19,157.23
11 - TOWN HALL	12,484.00	-1,500.00	10,984.00	6,906.32	0.00	4,077.68
50 - UTILITIES	12,484.00	-1,500.00	10,984.00	6,906.32	0.00	4,077.68
510 - PROPANE	3,984.00	0.00	3,984.00	1,321.92	0.00	2,662.08
560 - ELECTRICITY	8,500.00	-1,500.00	7,000.00	5,584.40	0.00	1,415.60
21 - RECREATION	500.00	0.00	500.00	346.01	0.00	153.99
50 - UTILITIES	500.00	0.00	500.00	346.01	0.00	153.99
560 - ELECTRICITY	500.00	0.00	500.00	346.01	0.00	153.99
22 - BUNGANUT	4,500.00	0.00	4,500.00	1,036.61	0.00	3,463.39
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
23 - KBP	2,000.00	0.00	2,000.00	539.54	0.00	1,460.46
50 - UTILITIES	2,000.00	0.00	2,000.00	539.54	0.00	1,460.46
560 - ELECTRICITY	2,000.00	0.00	2,000.00	539.54	0.00	1,460.46
31 - TRANSFER STA	9,000.00	0.00	9,000.00	3,882.04	0.00	5,117.96
50 - UTILITIES	9,000.00	0.00	9,000.00	3,882.04	0.00	5,117.96
560 - ELECTRICITY	9,000.00	0.00	9,000.00	3,882.04	0.00	5,117.96
51 - ROADS	8,500.00	0.00	8,500.00	3,616.25	0.00	4,883.75
50 - UTILITIES	8,500.00	0.00	8,500.00	3,616.25	0.00	4,883.75
560 - ELECTRICITY	8,500.00	0.00	8,500.00	3,616.25	0.00	4,883.75
148 - B&G SIGNS	6,500.00	0.00	6,500.00	2,524.09	0.00	3,975.91
21 - RECREATION	500.00	-100.00	400.00	0.00	0.00	400.00
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
22 - BUNGANUT	500.00	0.00	500.00	0.00	0.00	500.00
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						
23 - KENNEBUNK PD	0.00	100.00	100.00	72.02	0.00	27.98
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
31 - TRANSFER STA	500.00	0.00	500.00	124.11	0.00	375.89
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
51 - ROADS	5,000.00	0.00	5,000.00	2,327.96	0.00	2,672.04
60 - SUPPLIES	5,000.00	0.00	5,000.00	2,327.96	0.00	2,672.04
670 - SIGNS	5,000.00	0.00	5,000.00	2,327.96	0.00	2,672.04
150 - TRF STATION	335,340.00	0.00	335,340.00	199,974.40	0.00	135,365.60
31 - TRANSFER STA	335,340.00	0.00	335,340.00	199,974.40	0.00	135,365.60
35 - CTRCT SVS WA	310,380.00	0.00	310,380.00	188,339.72	0.00	122,040.28
310 - PROF SVS	2,980.00	0.00	2,980.00	1,069.50	0.00	1,910.50
349 - PROF SVS CAN	2,400.00	0.00	2,400.00	2,000.00	0.00	400.00
350 - PROF SVS TIP	166,250.00	0.00	166,250.00	115,781.16	0.00	50,468.84
351 - PROF SVS TW	43,750.00	0.00	43,750.00	19,910.06	0.00	23,839.94
352 - PROF SVS REC	10,650.00	0.00	10,650.00	7,100.10	0.00	3,549.90
355 - PROF SVS HAU	33,125.00	0.00	33,125.00	19,890.00	0.00	13,235.00
356 - PROF SVS HW	27,125.00	0.00	27,125.00	11,730.00	0.00	15,395.00
357 - PROF SVS HR	11,100.00	0.00	11,100.00	5,500.00	0.00	5,600.00
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	3,910.00	0.00	6,590.00
40 - REPAIRS & MA	13,330.00	0.00	13,330.00	7,311.61	0.00	6,018.39
450 - EQUIPMENT	13,330.00	0.00	13,330.00	7,311.61	0.00	6,018.39
50 - UTILITIES	6,880.00	0.00	6,880.00	1,984.66	0.00	4,895.34
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	1,180.99	0.00	2,819.01
60 - SUPPLIES	3,750.00	0.00	3,750.00	1,763.41	0.00	1,986.59
610 - SUPPLIES	750.00	0.00	750.00	416.58	0.00	333.42
690 - PPG	3,000.00	0.00	3,000.00	1,346.83	0.00	1,653.17
90 - OTHER	1,000.00	0.00	1,000.00	575.00	0.00	425.00
920 - STATE FEES	500.00	0.00	500.00	575.00	0.00	-75.00
930 - HEALTH & WEL	500.00	0.00	500.00	0.00	0.00	500.00
161 - PARKS & REC	8,960.00	0.00	8,960.00	6,485.96	0.00	2,474.04
21 - RECREATION	8,360.00	-1,200.00	7,160.00	5,032.78	0.00	2,127.22

Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
161 - PARKS & REC CONT'D						
40 - REPAIRS & MA	950.00	0.00	950.00	856.95	0.00	93.05
450 - EQUIPMENT	950.00	0.00	950.00	856.95	0.00	93.05
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	-1,200.00	5,910.00	4,175.83	0.00	1,734.17
940 - REC PROGRAMS	6,860.00	-1,200.00	5,660.00	4,113.79	0.00	1,546.21
999 - MISC	250.00	0.00	250.00	62.04	0.00	187.96
22 - BUNGANUT	600.00	0.00	600.00	443.52	0.00	156.48
50 - UTILITIES	600.00	0.00	600.00	443.52	0.00	156.48
580 - COMM	600.00	0.00	600.00	443.52	0.00	156.48
23 - KPB	0.00	1,200.00	1,200.00	1,009.66	0.00	190.34
50 - UTILITIES	0.00	1,200.00	1,200.00	1,009.66	0.00	190.34
580 - COMM	0.00	1,200.00	1,200.00	1,009.66	0.00	190.34
171 - RES EQUIP	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
99 - NOT SPECIFIE	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
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
173 - RES BLDG	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
99 - NOT SPECIFIE	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
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
174 - RES - SO WAT	50,000.00	0.00	50,000.00	50,000.00	0.00	0.00
99 - NOT SPEC	50,000.00	0.00	50,000.00	50,000.00	0.00	0.00
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
175 - RES CON SVC	18,674.00	0.00	18,674.00	18,674.00	0.00	0.00
99 - NOT SPECIFIE	18,674.00	0.00	18,674.00	18,674.00	0.00	0.00
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	32,715.00	0.00	32,715.00	32,715.00	0.00	0.00
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	90,000.00	0.00	90,000.00	90,000.00	0.00	0.00
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	138,922.14	7,000.00	93,427.86
11 - TOWN HALL	144,200.00	0.00	144,200.00	58,030.96	0.00	86,169.04
33 - CONT PROF	94,200.00	0.00	94,200.00	45,321.26	0.00	48,878.74
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	6,837.06	0.00	27,362.94
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	12,709.70	0.00	37,290.30
399 - CONT SVS OTH	50,000.00	0.00	50,000.00	12,709.70	0.00	37,290.30
15 - CEMETERIES	8,500.00	45,150.00	53,650.00	39,891.18	7,000.00	6,758.82
37 - CONT OUT	8,500.00	45,150.00	53,650.00	39,891.18	7,000.00	6,758.82
399 - CONT SVS OTH	8,500.00	45,150.00	53,650.00	39,891.18	7,000.00	6,758.82
17 - PLANNING	500.00	0.00	500.00	0.00	0.00	500.00
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	41,000.00	0.00	41,000.00	41,000.00	0.00	0.00
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	141,270.00	0.00	141,270.00	141,270.00	0.00	0.00
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	49,119.00	0.00	49,119.00	45,725.00	0.00	3,394.00
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
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	577,675.12	52,515.92	-0.04
91 - GMFR	630,191.00	0.00	630,191.00	577,675.12	52,515.92	-0.04
37 - CONT OUT	630,191.00	0.00	630,191.00	577,675.12	52,515.92	-0.04
391 - GMFR PERSONN	435,968.00	0.00	435,968.00	399,637.37	36,330.67	-0.04
392 - GMFR CONTRAC	194,223.00	0.00	194,223.00	178,037.75	16,185.25	0.00
191 - OTHER CIP	44,335.00	0.00	44,335.00	18,209.02	0.00	26,125.98
11 - TOWN HALL	30,535.00	0.00	30,535.00	11,494.14	0.00	19,040.86
70 - EQUIPMENT	30,535.00	0.00	30,535.00	11,494.14	0.00	19,040.86
710 - COMP EQUIP	23,530.00	0.00	23,530.00	7,270.80	0.00	16,259.20
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
21 - RECREATION	900.00	0.00	900.00	600.00	0.00	300.00
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
22 - BUNGANUT	5,000.00	0.00	5,000.00	2,909.88	0.00	2,090.12
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
31 - TRANSFER STA	7,900.00	0.00	7,900.00	3,205.00	0.00	4,695.00
70 - EQUIPMENT	7,900.00	0.00	7,900.00	3,205.00	0.00	4,695.00
790 - OTHER EQUIP	7,900.00	0.00	7,900.00	3,205.00	0.00	4,695.00
195 - RSU # 57	5,597,245.00	0.00	5,597,245.00	5,130,807.66	466,437.00	0.34
92 - RSU # 57	5,597,245.00	0.00	5,597,245.00	5,130,807.66	466,437.00	0.34
90 - OTHER	5,597,245.00	0.00	5,597,245.00	5,130,807.66	466,437.00	0.34
999 - MISC	5,597,245.00	0.00	5,597,245.00	5,130,807.66	466,437.00	0.34
197 - COUNTY	332,963.00	2,221.00	335,184.00	335,183.84	0.00	0.16
97 - COUNTY	332,963.00	2,221.00	335,184.00	335,183.84	0.00	0.16
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
99 - NOT SPECIFIC	0.00	15,390.44	15,390.44	5,167.32	0.00	10,223.12

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
Final Totals	10,214,827.00	223,733.44	10,438,560.44	8,676,030.62	537,154.26	1,225,375.56

ITEM #6: (c.) Tax Collectors Report

Report to Selectmen
Month of April 2024
2023-2024 Tax Year

Real Estate Tax Commitment -	\$7,871,329.42
Personal Property Tax Commitment –	\$ 39,116.55
Total Tax Commitment:	\$7,910,445.97

Supplemental Taxes YTD:	\$ 231.61
Abatements Granted YTD:	\$ 5,050.32
Prior Year(s) Abatement(s) YTD:	\$ 58.50

Real Estate / Personal Property Tax Payments Collected \$747,051.08
Includes Current, Delinquent, Prepayments, and Lien Payments for the month.

Monthly Excise Tax

Excise Tax Received	
Vehicles registered here at office:	\$ 97,784.39
Online Rapid Renewal Service	<u>21,969.06</u>
Total Vehicle Excise	\$119,753.45
 Boat Excise	
Boats registered here at office:	\$ 753.30
Online Registration Service	<u>332.00</u>
Total Boat Excise	\$ 1,085.30
 Total Excise	 \$ 120,838.75
 Excise Tax Reimbursement	 \$ 5,193.58
Excise Tax Collected by State	
 Year-to-date excise collection	 \$1,134,233.19

Respectfully submitted: Susan J. Bellerose, Tax Collector

ITEM #6: (d.) IT Committee Report

5-12-24

IT COMMITTEE REPORT – MAY 2024

1. BUNGANUT POND INTERNET & SECURITY

The IT Committee visited the Bunganut Pond site to walk the site and identify potential implementation of communications.

A. Internet Access

- i. The IT Committee did a site visit of Bunganut Pond and conducted measurements for a proposal for installing fiber cable from the parking area to the ball field.

B. Security Cameras

- i. The IT Committee used the site walk to identify the number and location of security cameras to provide monitoring of the parking area for the pond and the associated buildings as well as the ballpark buildings and parking area.

2. BROADBAND INTERNET FOR ALL LYMAN RESIDENTS

The IT Committee have been communicating with the MCA (Maine Connectivity Authority) concerning the Maine State project to provide internet broadband for all Maine residents.

Sixty-six residents have been identified as having internet access below the federal specifications of 100Mbps download and 20Mbps upload speeds. These residents are eligible for the BEAD project for internet access.

The project is in its early stages and will be expected to complete in 2027.

ITEM #6: (e.) Bunganut Park Committee Report

Bunganut Pond Committee: Report for SB after last meeting on 4-24-24

Next Meeting scheduled for May 28th

BPC will not be doing a spring clean-up as the damage is so huge in The Pines, there is nothing a volunteer committee could safely do at the moment.

Potential projects that BPC could do this year with the funds (if allotted) that do not require a landscape architect or a survey are:

- The boggy area at the base of the hill - The very boggy area the BPC recommends bringing fill in. Our understanding is it was supposed to be filled in more and level, but it was not done properly at the time it was done. The system in place to get rid of the standing water has not worked, ever, to anyone's knowledge. It has always remained an issue.
- Potential sand reclamation from where it has eroded into the water to put back on shore (need to ck with DEP)
- A nicer path down the hill

Town:

We did find out cost of goats for poison ivy remediation: ¼ an acre is about 1,200. There are two farms that were contacted Scapegoats in Springvale and Wakhem Farm in Alfred. They also recommended sheep 😊

Parks & Rec:

- Volleyball court made into regulation size courts with 3 different net heights so the courts could be rented out. (Pricing that we could charge included in attached notes)
- Slide needs repair
- Kids sand pit play area still needs to be remediated from glass and brought back to life as it's in total disarray.

Attached are the very detailed notes from the walkabout done on 4-15-24

Also attached are questions and answers re who is using field side

NOTES FROM WALKABOUT

4/15/24 Bunganut Walk with Melissa Brandt from York County Soil & Water Conservation

Michelle Felicci

Karen Kane

Amber Swet

Kevin Veilleux

Holly Wooldridge

Notes by Holly:

1. Existing Stairway

- a. Remove the wooden "stairs".
- b. Berm the existing stairway with shrubs to divert foot traffic to the existing winding path leading down to the field.

2. Suggested that winding path (to the left of the stairway) leading down to the field become the future primary access route.

- a. Some erosion on the path. Should be addressed by town (road commissioner?).
- b. Water needs to be diverted via diverters and/or catch basins.
- c. Look at different diverter methods.
- d. Look for suggestions on the US Forest Service site regarding ADA compliant recommendations/materials.
- e. Missy said that maintaining ADA compliance is difficult but we can implement up to the standards.

3. Playground

- a. Currently, water drains down the both the stairway and the winding path to the field and collects in and around the playground.
- b. Does it make sense to move the playground equipment? There are concrete pads supporting the climber.
- c. Trees behind the playground equipment, especially the climber, need to be trimmed back.
- d. The wooden play structure seems ok structurally, but could use some TLC. Stain?
- e. Supports on the swings of the wooden play structure are sinking into the saturated ground.
- f. Slide on the wooden play structure needs to be replaced. Parks & Rec looking into new slide.
- g. Is it worth looking into replacing the entire wooden structure?

4. Old outhouse

- a. Need a septic company to inspect the tank and feasibility of pumping. Is it a concrete tank? Is the tank in good working condition? Can a septic company access it in the current location? How often would it need pumping and what's the cost? Would the cleaning of the outhouse be included in the pumping? Who is going to clean if pumping is infrequent?
- b. Outhouse had 2 stalls. Pending results of (a.), could it be altered to only include a

single stall & would that make it handicap compliant?

c. The exterior needs either maintenance, replacing, or demo, pending results of (a.)

d. There are several similar outhouses throughout the property and have been mapped. They're in various stages of structural failure. Investigate what type of system those used (were they pumped?). If none are usable, what to do w/ the open tanks.

5. Handicap Parking Area

a. Missy said because we already have existing parking here, if we want to alter it, it would fall under DEP Permit by Rule Zone.

Per Maine.gov – Permit-by-Rule regulations apply to certain activities covered under the Natural Resources Protection Act (NRPA). The regulations identify activities taking place in or adjacent to wetlands and waterbodies that should not significantly affect the environment if carried out according to the standards contained in the regulations. A person proposing to do work that qualifies for Permit-by-Rule is required to file notice w/ the Dept. of Environmental Protections (DEP) instead of preparing an individual permit application.

6. Waterfront Beach Area

a. Missy referred to the vegetative buffer as “insignificant” and suggested planning.

b. There is a Buffer Handbook Plant List PDF on Maine.gov. Kevin has a native list. Some suggestions were birch & blueberry bushes (Missy noted the appeal of these to the public as Maine icons), and pussy willow. Pierson's was suggested as a wholesaler. Missy has an account.

c. Missy mentioned the possibility of infiltration steps edged with vegetation, to guide people into the water at intentional locations. We noted how there are spots where it is clear that people are using as entry points.

Infiltration steps, per NH.gov are “boxed-out, stone-filled steps designed to define pathways on moderate slopes. They help to reduce erosion, promote infiltration and are well suited for shorefront properties.”

d. Missy suggested to start planning 5-10' behind the top of the slope coming off the water. She said she can provide a sketch.

e. Suggested items to research – DEP grant, Project Canopy for tree planning, Re-Tree USA, Parks & Rec Grants for planning. We should also consider whether we want to look into a Lake Watershed Survey. Many great resources on Maine.gov DEP, Manuals and Guides to Reduce Water Pollution.

7. Soggy Spot at entrance to Pines (before the bridge)

a. Missy suggested a stone border w/ pea stone on top.

8. Pines

a. Dead and down trees need to come out.

b. Research Invasive Plant Management Program from the Maine Forest Service. This program will provide landowners with a list of trained professionals available for contracting to assess your property and prepare an Invasive Plant Control Practice Plan (IPCPP).

c. We can cut roted stumps back.

d. We can fine mulch the paths – Simpsons in S.Sanford has good conservation mat'l.

- e. Can take up to 10(ish) feet off stuff overhanging the water for what we think are safety concerns. Missy noted that some overhang is desirable, as leaning trees drop insects into the water, providing food sources, and provide shading/cooling effects for certain fish species. Edge areas set the stage for good water quality.
- f. We can take dead limbs of any pine, any size. We noted one big pine at the bridge location.
- g. We can take all dead standing.
- h. Suggested to chip & spread.
- i. Missy suggested to thin the competing red pine – remove every other.
- j. Missy suggested to have an entomologist come in and evaluate the red pines for (red pine scale?). They had this in the red pine stand across the street.
- k. Remove witch's broom from the blueberry bushes.
- l. It was noted that we (the town?) should have a forestry management plan. What happened to the one from 2006 under Project Canopy?
- m. Look into having access stairs designed where the make-shi? stairs have been placed at the entry to water. Can make them above ground (like the metal ones at the main beach) and edge w/ shrubs.
- n. Does Girard have a licensed forester?
- o. Look into a porta-poty in the pines. Suggested on the other side of the access road into the pines, across from the trash shed.
- p. Roten pla?orm needs to be hauled out.
- q. We identified large quantities of invasive honeysuckle in the area of the "chapel". Missy suggested that it would be a good potential community project to remove it. A lot of it can be pulled, but more established plants can use a cut stem application (dabbing cut with a herbicide) in the fall.
- r. We did not note any poison ivy along the trail to the "chapel".
- s. I noted "prescription harvest", but can't recall what it was about.
- t. Look into having a lumber framer evaluate the "chapel" for structural integrity.
- u. Is there a potential for parking for the chapel.

9. Volleyball court

- a. We talked about how a court renovation could produce income. Missy said that she thinks that a seasonal court rental is roughly \$350 per team, or approx. \$40pp, or \$20 for High Schoolers.
- b. The court size would need to be expanded to meet regulation play. Net height would need to be adjustable to accommodate for women's/coed/men's leagues.
- c. Some type of fence around the court would help to avoid having to chase the ball into the woods.

10. Hill with old electrical panels & dish.

- a. Can it be removed?
- b. Lots of poison ivy noted in this area.
- c. Look into goats for the poison ivy. Looks like several in the area. Missy mentioned that the timing might not be right based on the location. The plant needs to be leafed out before the goats can be brought in and that might be tough with lots of kids in the park. Do they all use electric fences?

11. Grills

- a. It was suggested that all the grills be removed except for perhaps one or two in best condition.
- b. Mat would know best, how often do people actually grill? If people were to bring in their own small camp stove, couldn't they just set up on the picnic tables? Is there any need for a pad at all?
- c. Old grills already pulled need to be removed from the brush.

12. Maine Conservation Corps/Americorps

- a. Missy suggested to look into these. We provide hosts and they'll come do the work. We provide scope of work.

13. Misc.

- a. Look up Limington Town Park/Beach Committee/Lake Association.

Notes by Kevin: Bunganut Park site walk w/ Missy 4-15-2024

Main Entrance / Atendant Booth Area

Drainage at main entrance needs to be fixed - causing major washouts across attendant booth and entire parking lot down to main path to beach. Collection ditch along Brock Road needs a better berm to prevent stormwater from running over ditch into parking lot.

Stairway from parking lot to lower field

After removal of steps, install several water bars/diverters to reduce washouts

Diverters can be used/discarded conveyor belts from rock crushers at local gravel pits like dAyton Sand & Gravel

Playground

Resurface playground with playground grade woodchips from biz like Beaulieu's Mulchyard on Rt 111 or JA Simpsons in Sanford.

Low area in front of playground needs a French drain / underdrain collection to lake outlet (which also needs to be cleaned out / unblocked)

Waterfront Beach Area

The designated pathways to the ideal water entry points can be covered in regular woodchips to be a little easier to walk on than the current shredded tree mix.

In addition to Birches and blueberry plants, other possible trees include weeping willows and some maple varieties. Missy has the native plant list (not me)

Pines

Invasive honeysuckle generally marked with orange & blue flagging combo

Dead and dangerous trees all marked with orange flagging

Pines gameplan: 3 areas to rent

Pines 1 would be the first large picnic area that has paths to parking across Brock Rd, boardwalk to volleyball court and

bridge to main beach area. Need to figure out the beach area (new steps into water, dock etc)

Pines 2 would be an expanded picnic area by stone jety (including jety for fishing, photos etc).

Pines 3 would be chapel and surrounding area. Potential for dock below chapel.

Volleyball Court

From Google:

The official dimensions for a regulation volleyball court are 59 feet long by 29 feet 6 inches wide, or 1,743 square feet. The court

should also have a safe zone around the perimeter that's at least 10 feet wide.

Looks like we can fit 2 regulation courts side by side with minimal re-work (black outline=existing sand area)

Missy recommended better sand surface and smoothed out

Temporary/collapsible safety fence around perimeter

My personal suggestion after watching lots of volleyball on TV is also figure out a way to mark the court sidelines for

inbounds/out of bounds calls if these were to be rented out.

QUESTIONS / ANSWERS - HW

Who uses the field besides Massabesic Soccer? Here's what I think is correct:

- o Softball league – **Massabesic Little League**
 - o SMASH - HomeSchool League (new)
 - o Sanford YMCA
 - o Others?
 - **Massabesic Little League – was previously called Alfred / Lyman Little League**
 - **Massabesic United Soccer Club**
 - - **SMASH I believe is not new – they have used the fields for multiple years**
- Smash started using the field last year. So far there are no others that use the fields**

What's the name of the Softball league and have they ever paid/donated funds for field use?

Massabesic Little League – Previously called Alfred/Lyman Little League – As far as a donation to the town – that is not something the current board is aware of. It does sound like there was some sort of donation made years ago, we are still trying to track down a record of that. It could have been many years ago – prior to the change from Alfred-Lyman Little League to Massabesic Little League, possibly prior to the sale of Bernier. MLL pays for the landscaping and maintenance of the softball field at Bunganut and is willing to do the same at Chadbourne.

Massabesic United Soccer Club - Around 2015 MUSC donated \$2,000 for the Sprinkler System. In 2021 there was an \$1000 donation sent. There was no donation sent in 2022 as there was no treasurer for a period. Then in 2023 there was \$1,000 sent in Spring (to make up for 2022) and \$1,000 sent in fall. We were under the impression that there would be improvements made to the facilities and parking. This past fall MUSC paid \$600 towards the replacement of the broken gate.

How many total hours does the soccer league use the field, including games & practices? Softball? SMASH?

Massabesic United Soccer Club – Bunganut Soccer fields are used for practices from mid-August through mid-October. Typically, there are multiple

teams there for practices 5 weeknights from about 5 – 8 pm and is used Saturdays for recreation games from about 8am – 3pm and Sundays for Travel games for about 3 hours on average. (Depending on the week) Massabesic Little League – Bunganut is used for practices/ games 4 – 6 days a week during the season (April 22 – June 10th) – I'd say 10 hours a week. Typically, most used by our softball division – once in a while by T Ball. Smash has requested the field Monday thru Friday 10-2 April 15 to June 15

How many kids are in the soccer league? Softball? SMASH?
In 2023 there were 200 Recreation players for Massabesic United Soccer –

In 2023 there were 90 Travel Players for Massabesic United Soccer –
In 2023 & 2024 there were about 440 kids in Massabesic Little League (That is Baseball & Softball)

Approximately how many kids from Lyman play Soccer? Softball? SMASH?

Massabesic United Soccer Club (MUSC) –

In 2023 – there were 17 players from Lyman in the Travel program for MUSC

In 2023 – there were 45 players from Lyman in our Recreation program for MUSC

Massabesic Little League (MLL) –

Currently enrolled in our league there are 86 Lyman Residents out of 446 total registered players. This year, Lyman has the most registered players out of the entire district.

What does it cost for a child to play in the soccer league & what does that fee cover? Softball? SMASH?

MUSC - The recreation registration cost ranges from \$50 - \$115 depending upon division. This covers the cost to play, ref fees, insurance, registration with Soccer Maine, field equipment, and uniform.

MLL - The registration cost for MLL is \$55-\$85 depending upon which division – registration includes - cost to play, registration with Little League International, Insurance that covers all player, equipment, and uniform.

With respect to the Little League using Chadbourne, the same questions apply - how often will the field be used for games & practices?

Years ago, prior to the sale of Bernier – MLL was informed that since we would potentially lose the use of Bernier – that the town was happy to provide another field in town for us to utilize. My goal in revitalizing Chadbourne Field is to add another option for field availability for the southern part of our district. It is difficult for many families to drive to Limerick for practices or games every night of the week. MLL intends to make Chadbourne into a dirt field so that it can be utilized by multiple different age groups and divisions. (T Ball, Softball,

Baseball, and our newest addition, The Challenger League – Little Leagues adaptive baseball program for individuals with physical and intellectual challenges.) From what I could find, the Chadbourne Field has not been used by a Babe Ruth League since the late 90's. How often it would be used is unknown at this point, it will depend upon when we are able to utilize it. Once it is up and running the hope would be to utilize it for multiple practices a week. It would be used more for games if there were a scoreboard there. Have the signs on the ball field side always been a fundraiser for the Massabesic soccer league?

It has always been an option, but it is not something with major success – MUSC puts up less than 10 signs per season. Some years are 4 signs, some years 5 signs – it all depends on sponsorship levels. Some sponsors choose to sponsor a team and some sponsor a sign etc.

Does all concession stand revenue go to the soccer league?

Yes and no – The concession revenue is split – profit on select items (Drinks, chips, candy) go to the club – while the profit of other items (Breakfast sandwiches, burgers, hot dogs) goes to the team that oversees selling that weekend. Everything in the snack shack is MUSC's – The fridge, the freezer, the grill, the water bubbler etc.

Most teams use their profit to purchase jackets or sweatshirts for the team. MUSC deep cleans the concession stand before each season and at the end of each season.

The majority of concession stand repairs are done by MUSC

Are there any other fields in Lyman that are used for organized sports, besides Bunganut & Chadbourne? Lindsay mentioned 2 acres off Grasshopper Lane that are available to the town.

Those are the only two that are town fields, teams use Bernier field and some practice at Lyman Elementary

Are the fields open to the public for free when league play is not in use?

A few notes from MUSC – We are a non-profit organization. Our league is in place to provide opportunities for the youth of our district to learn the sport of soccer in a positive environment as well as grow the love of the sport in hopes that it will over time feed players into the high school level. While we understand the cost the Town of Lyman must incur to maintain such a beautiful field as Bunganut – we also hope that the town understands that we operate just about a zero-budget year to year. We donate to the High School teams, provide dozens of scholarships for kids to play for free, we clean the snack shack twice a year, and we are always willing to pay for the upkeep/repair of the field. All extra costs that the club has will usually be passed on to families.

Notes from MLL - We recently just spent a good amount of time installing new

benches at Bunganut that were donated by the Snowmobile Club. We also spend a lot of time each year on the maintenance and upkeep around the softball field so that it is in presentable shape. Many times, the area around the bleachers is unusable and parents and spectators need to sit in the outfield.

I have let Lindsey know that we need to clear around the bleachers and the fence- lots of prickerbrush

Chadbourne field- we try to keep the gate unlocked so people can use that field

Same with Bunganut- we try to keep the gate unlocked but that is not always successful

QUESTIONS / ANSWERS

Who uses the field besides Massabesic Soccer? Here's what I think is correct:

- Softball league – **Massabesic Little League**
- SMASH - HomeSchool League (new)
- Sanford YMCA
- Others?

- **Massabesic Little League – was previously called Alfred / Lyman Little League**

- **Massabesic United Soccer Club**

- **SMASH I believe is not new – they have used the fields for multiple years**

What's the name of the Softball league and have they ever paid/donated funds for field use?

Massabesic Little League – Previously called Alfred/Lyman Little League – As far as a donation to the town – that is not something the current board is aware of. It does sound like there was some sort of donation made years ago, we are still trying to track down a record of that. It could have been many years ago – prior to the change from Alfred-Lyman Little League to Massabesic Little League, possibly prior to the sale of Bernier. MLL pays for the landscaping and maintenance of the softball field at Bunganut and is willing to do the same at Chadbourne.

Massabesic United Soccer Club - Around 2015 MUSC donated \$2,000 for the Sprinkler System. In 2021 there was an \$1000 donation sent. There was no donation sent in 2022 as there was no treasurer for a period. Then in 2023 there was \$1,000 sent in Spring (to make up for 2022) and \$1,000 sent in fall. We were under the impression that there would be improvements made to the facilities and parking. This past fall MUSC paid \$600 towards the replacement of the broken gate.

How many total hours does the soccer league use the field, including games & practices? Softball? SMASH?

Massabesic United Soccer Club – Bunganut Soccer fields are used for practices from mid-August through mid-October. Typically, there are multiple teams there for practices 5 weeknights from about 5 – 8 pm and is used Saturdays for recreation games from about 8am – 3pm and Sundays for Travel games for about 3 hours on average. (Depending on the week)

Massabesic Little League – Bunganut is used for practices / games 4 – 6 days a week during the season (April 22 – June 10th) – I'd say 10 hours a week. Typically, most used

by our softball division – once in a while by T Ball.

How many kids are in the soccer league? Softball? SMASH?

In 2023 there were 200 Recreation players for Massabesic United Soccer –

In 2023 there were 90 Travel Players for Massabesic United Soccer –

In 2023 & 2024 there were about 440 kids in Massabesic Little League (That is Baseball & Softball)

Approximately how many kids from Lyman play Soccer? Softball? SMASH?

Massabesic United Soccer Club (MUSC) –

In 2023 – there were 17 players from Lyman in the Travel program for MUSC

In 2023 – there were 45 players from Lyman in our Recreation program for MUSC
Massabesic Little League (MLL) –

Currently enrolled in our league there are 86 Lyman Residents out of 446 total registered players. This year, Lyman has the most registered players out of the entire district.

What does it cost for a child to play in the soccer league & what does that fee cover? Softball? SMASH?

MUSC - The recreation registration cost ranges from \$50 - \$115 depending upon division. This covers the cost to play, ref fees, insurance, registration with Soccer Maine, field equipment, and uniform.

MLL - The registration cost for MLL is \$55-\$85 depending upon which division – registration includes - cost to play, registration with Little League International, Insurance that covers all player, equipment, and uniform.

With respect to the Little League using Chadbourne, the same questions apply - how often will the field be used for games & practices?

Years ago, prior to the sale of Bernier – MLL was informed that since we would potentially lose the use of Bernier – that the town was happy to provide another field in town for us to utilize. My goal in revitalizing Chadbourne Field is to add another option for field availability for the southern part of our district. It is difficult for many families to drive to Limerick for practices or games every night of the week. MLL intends to make Chadbourne into a dirt field so that it can be utilized by multiple different age groups and divisions. (T Ball, Softball, Baseball, and our newest addition, The Challenger League – Little Leagues adaptive baseball program for individuals with physical and intellectual challenges.) From what I could find, the Chadbourne Field has not been used by a Babe Ruth League since the late 90's. How often it would be used is unknown at this point, it will depend upon when we are able to utilize it. Once it is up and running the hope would be to utilize it for multiple practices a week. It would be used more for games if there were a scoreboard there.

Have the signs on the ball field side always been a fundraiser for the Massabesic soccer league?

It has always been an option, but it is not something with major success – MUSC puts up less than 10 signs per season. Some years are 4 signs, some years 5 signs – it all depends on sponsorship levels. Some sponsors choose to sponsor a team and some sponsor a sign etc.

Does all concession stand revenue go to the soccer league?

Yes and no – The concession revenue is split – profit on select items (Drinks, chips, candy) go to the club – while the profit of other items (Breakfast sandwiches, burgers,

hot dogs) goes to the team that oversees selling that weekend. Everything in the snack shack is MUSC's – The fridge, the freezer, the grill, the water bubbler etc.

Most teams use their profit to purchase jackets or sweatshirts for the team.

MUSC deep cleans the concession stand before each season and at the end of each season.

The majority of concession stand repairs are done by MUSC

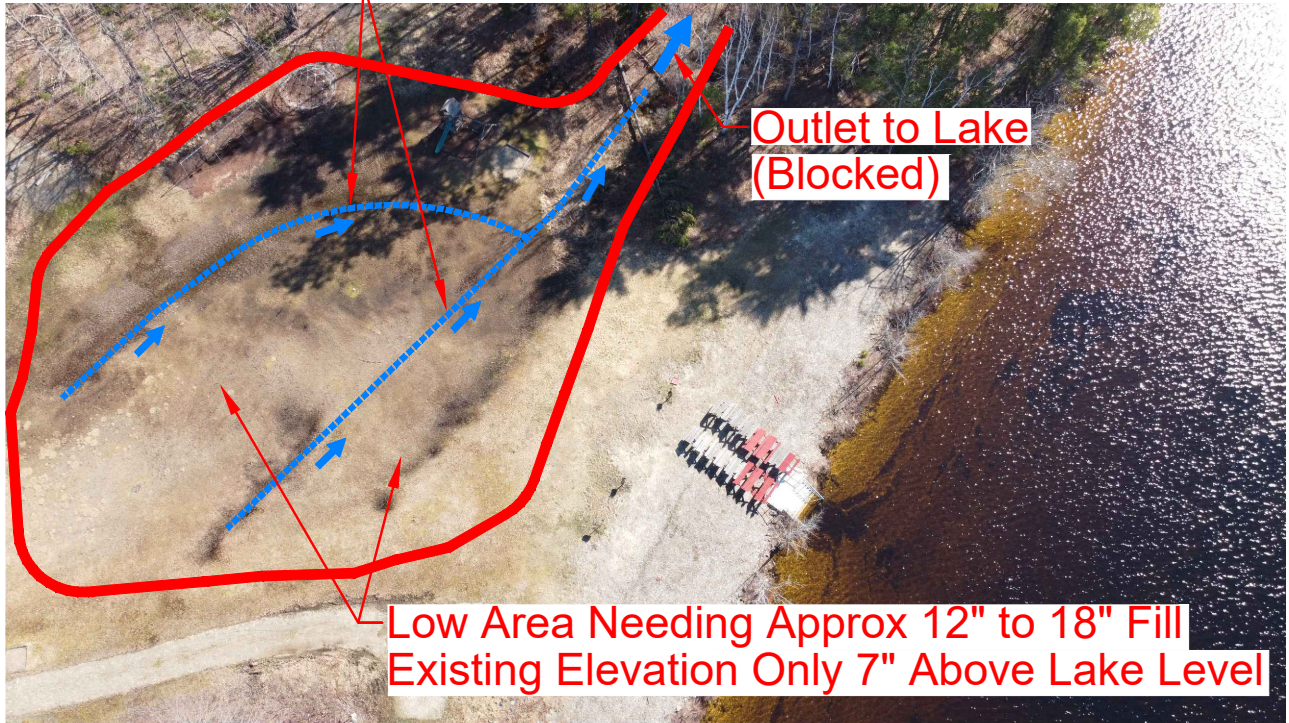
Are there any other fields in Lyman that are used for organized sports, besides Bunganut & Chadbourne? Lindsay mentioned 2 acres off Grasshopper Lane that are available to the town.

Are the fields open to the public for free when league play is not in use?

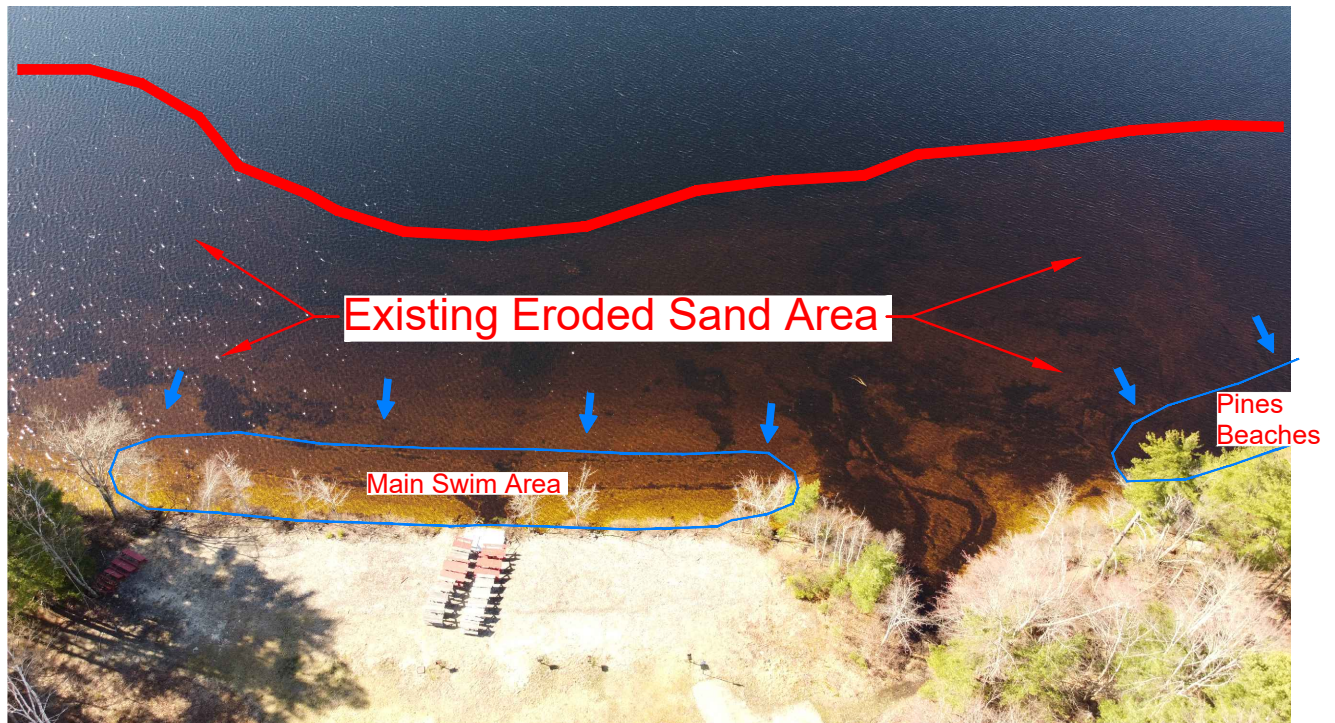
A few notes from MUSC – We are a non-profit organization. Our league is in place to provide opportunities for the youth of our district to learn the sport of soccer in a positive environment as well as grow the love of the sport in hopes that it will over time feed players into the high school level. While we understand the cost the Town of Lyman must incur to maintain such a beautiful field as Bunganut – we also hope that the town understands that we operate just about a zero-budget year to year. We donate to the High School teams, provide dozens of scholarships for kids to play for free, we clean the snack shack twice a year, and we are always willing to pay for the upkeep/repair of the field. All extra costs that the club has will usually be passed on to families.

Notes from MLL - We recently just spent a good amount of time installing new benches at Bunganut that were donated by the Snowmobile Club. We also spend a lot of time each year on the maintenance and upkeep around the softball field so that it is in presentable shape. Many times, the area around the bleachers is unsuitable and parents and spectators need to sit in the outfield.

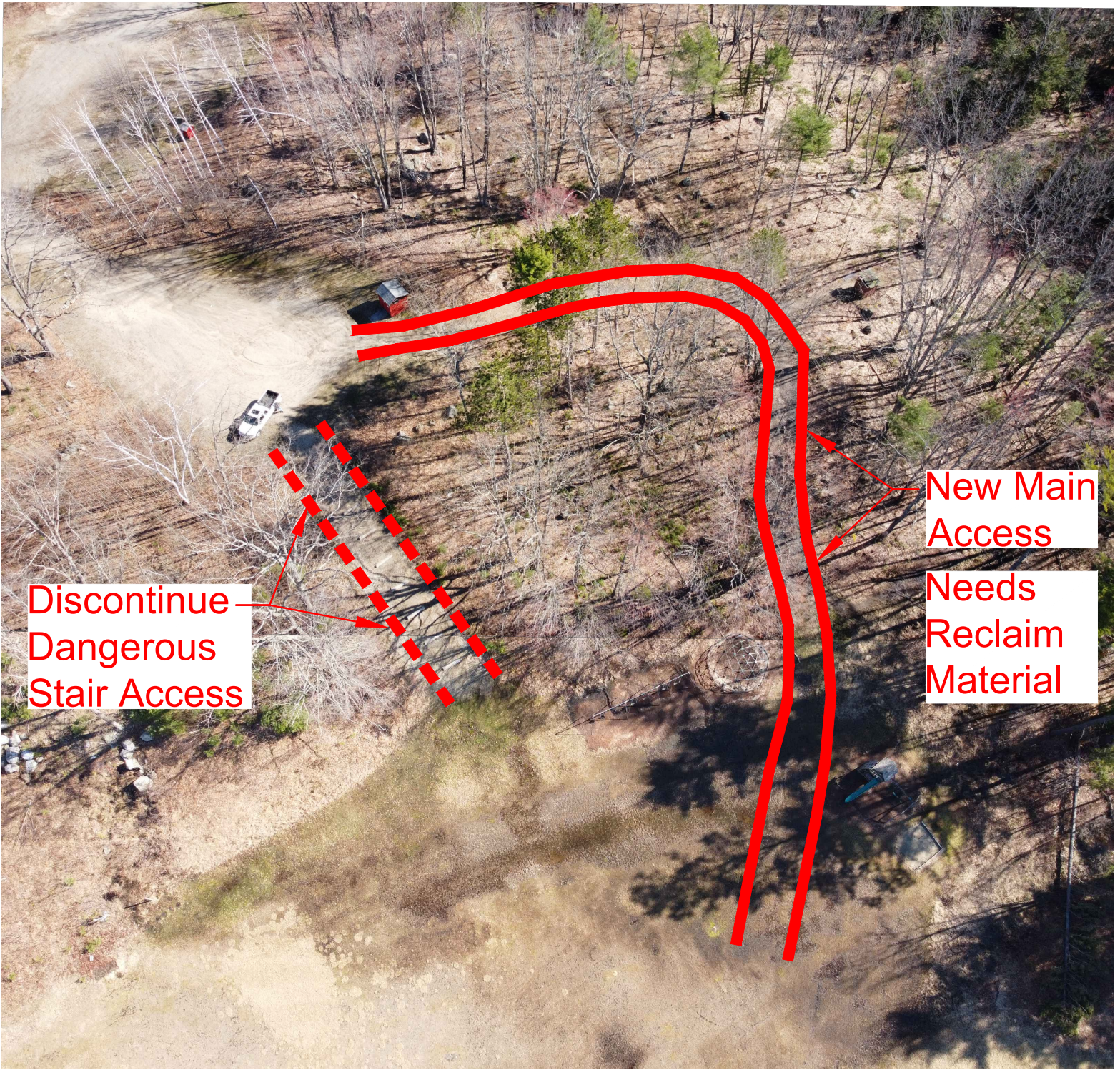
4" Underdrain
With 3/4" Stone



Boggy Area By Playground



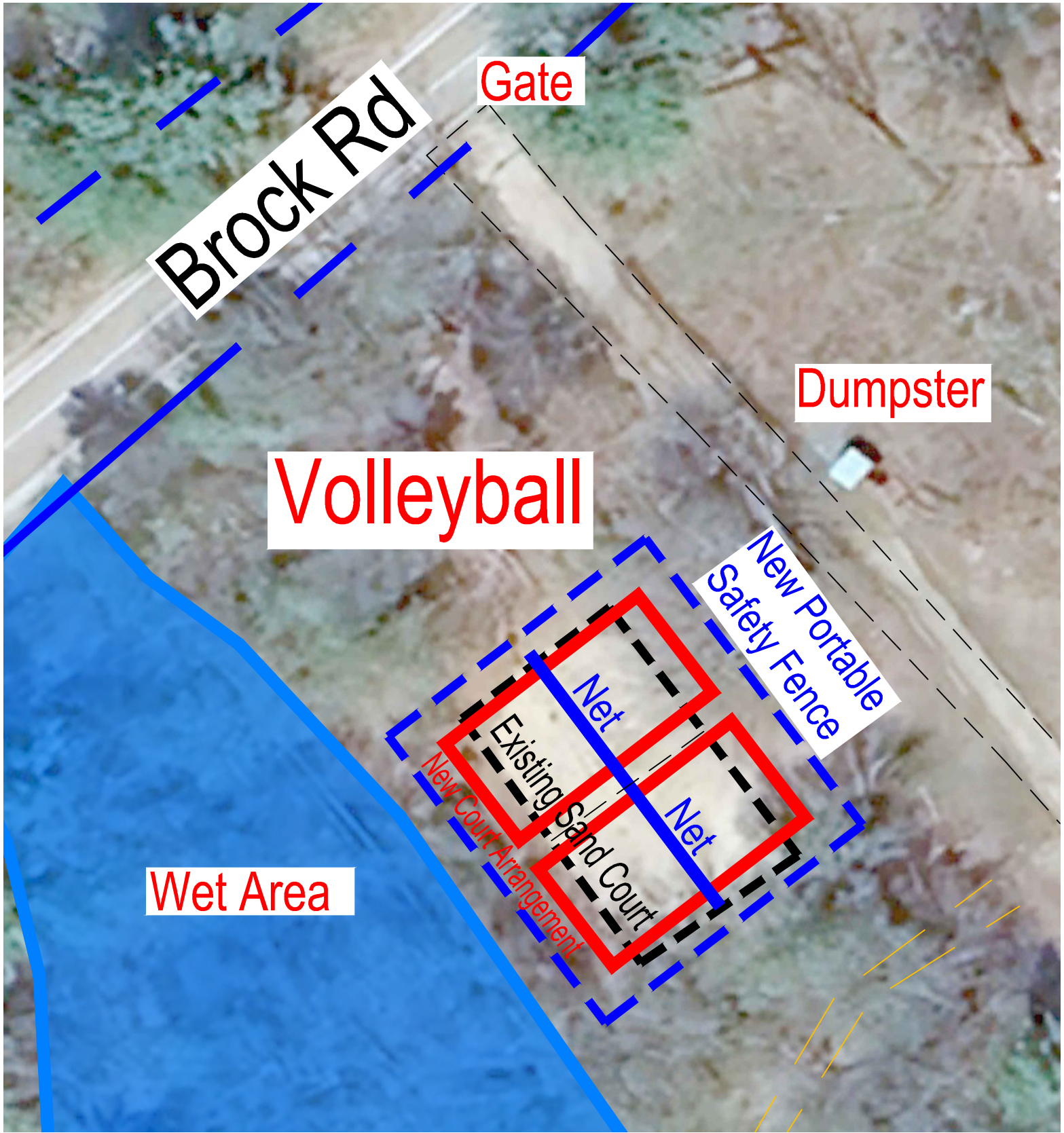
Potential Sand Reclamation for Beach Area



Discontinue
Dangerous
Stair Access

New Main
Access

Needs
Reclaim
Material



Brock Rd

Gate

Dumpster

Volleyball

New Portable Safety Fence

Net

Net

Existing Sand Court

New Court Arrangement

Wet Area

ITEM #7: (a.) Floodplain Ordinance Updates

The ORC has been working on the process to get the Updated Floodplain Management Ordinance to the voters for the November Election. However, the new updates will go in effect July 17th, 2024, and without the ordinance enacted, the Town would be at risk of losing emergency funding as well as other liabilities.

The Select Board can enact an emergency ordinance until the ordinance goes to the voters in November. Legal council has advised the board could re-enact it after the 90 day period as there will be a short gap until the next November election.

Article I of the updated ordinance – Purpose and Establishment - also covers Lyman as being part of the NFIP and the Towns authority to adopt land use and control measures to reduce future flood insurance losses pursuant to Title 30-A §3001-3007, 4352, 4401-4407, and [38 M.R.S.A section 440](#)

Also attached is what happens if the Town is suspended from the NFIP – National Flood Insurance Program. The Town would not be able to get federal disaster relief, among other things, if it is not NFIP complaint. Homeowners also would not be able to get flood insurance or their policies will not be renewed if they already have flood insurance.

Below is more information about the floodplain management updates and emergency ordinance enactment process.

Municipal Charter.

3.13 - Emergency Ordinances

The Board may, by an affirmative vote of at least three (3) members, pass emergency ordinances, to take effect at the time indicated therein, to meet public emergencies effecting life, health, destruction of property or civil disturbance. Such emergency ordinances shall contain a section in which the emergency is set forth and defined. At least three (3) members of the Board must support the declaration of such emergency. Within five (5) days after passage, such ordinance shall be posted at the Town Hall and such other places as the Board may designate, and a statement of the general subject matter shall be published in a newspaper, or newspapers, having general circulation in the Town. No public hearing or notice thereof shall be required prior to the passage of an emergency ordinance. Every emergency ordinance shall automatically stand repealed as of the 91st day following the date on which it was adopted, unless terminated sooner.



Participation in the NFIP

Participation in the National Flood Insurance Program (NFIP) is voluntary. To join, the community must:

1. Complete an [application](#);
2. Adopt a resolution of intent to participate and cooperate with FEMA;
3. Adopt and submit a floodplain management ordinance that meets or exceeds the minimum NFIP criteria. The floodplain management ordinance must also adopt any FIRM or FHBM for the community.

Within participating communities, the Federal government makes flood insurance available throughout the community.

States are encouraged to insure and regulate state-owned properties under the NFIP.

A community that does not join the NFIP after being identified for one year as floodprone, has withdrawn from the program, or is suspended from it, faces the following sanctions:

1. No resident will be able to purchase a flood insurance policy.
2. Existing flood insurance policies will not be renewed.
3. No Federal grants or loans for development may be made in identified flood hazard areas under programs administered by Federal agencies such as HUD, EPA, and SBA;
4. No Federal disaster assistance may be provided to repair insurable buildings located in identified flood hazard areas for damage caused by a flood.

5. No Federal mortgage insurance or loan guarantees may be provided in identified flood hazard areas. this includes policies written by FHA, VA, and others.
6. Federally insured or regulated lending institutions, such as banks and credit unions, must notify applicants seeking loans for insurable buildings in flood hazard areas that there is a flood hazard and that the property is not eligible for Federal disaster relief.

National Flood Insurance Program Requirements

- 59.22 - Enrollment Procedures
- 60 - Criteria for land management and use
- 60.1 - General Requirements
- 60.2 - Compliance with Floodplain Management Criteria
- 60.3 - Floodplain Management Criteria

Last updated January 8, 2024

[Return to top](#)

Disasters & Assistance

Grants

Floods & Maps

Emergency Management

About

Work With Us



FEMA

[Contact FEMA](#)



FEMA.gov

An official website of the U.S. Department of Homeland Security

[Accessibility](#)

[Accountability](#)

[Careers](#)

[Civil Rights](#)

[Contact Us](#)

[FOIA](#)

[Glossary](#)

[No FEAR Act](#)

[Plug-Ins](#)

[Privacy](#)

[Report Disaster Fraud](#)

[Website Information](#)

[DHS.gov](#)

[USA.gov](#)

[Inspector General](#)

National Terrorism Advisory System

INSTRUCTIONS FOR COMPLETING AND ADOPTING THE MODEL FLOODPLAIN MANAGEMENT ORDINANCE

The enclosed model Floodplain Management Ordinance has been customized, as much as possible, for your community. The Ordinance provided usually designates either the Code Enforcement Officer or the Planning Board as the permitting authority. We customized it according to the ordinance currently in effect for your community. **Please review this document carefully and notify us of any errors.** If the community would like to change the permitting authority or make any other changes to the ordinance, please contact the Floodplain Management Program as we can easily make most changes for you. **If any changes are made locally to the model ordinance, please submit the ordinance to Floodplain Management Staff prior to any public hearing. It is critical that we review the proposed changes to be certain they are consistent with the minimum Federal requirements for participation in the National Flood Insurance Program (NFIP) and state standards.**

In Article IV, the amount of the application fee is strictly a local option but should be sufficient to cover the costs for administering and enforcing this ordinance. It is recommended that the Flood Hazard Development Permit fee be \$50.00 for new construction and substantial improvement and \$25.00 for minor development. It is also acceptable to insert language allowing the Board of Selectmen or the municipal Council to establish the fees annually.

When using a model floodplain management ordinance, make sure all blanks are filled in prior to enacting the ordinance, and that the ordinance references the most current Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) dates, or Flood Hazard Boundary Map date.

The floodplain management ordinance must be adopted in accordance with MRSA Title 30-A § 4352. To enact the floodplain management ordinance, a public hearing to allow for citizen input and comments on the proposed ordinance is required prior to enactment.

In accordance with the above MRSA title, Maine law requires that the municipal reviewing authority must post and publish notice of the required public hearing to meet the following two provisions: **“A) The notice must be posted in the municipal office at least 13 days before the public hearing; B) The notice must be published at least 2 times in a newspaper that complies with Title 1, section 601 and that has a general circulation in the municipality. The date of the first publication must be at least 12 days before the hearing and the date of the 2nd publication must be at least 7 days before the hearing. That notice must be written in plain English, understandable by the average citizen.”**

Following the public hearing, the proposed ordinance shall be attested and posted in the manner provided for town meetings. One copy of the proposed ordinance shall be certified by the municipal officers to the municipal clerk at least seven days prior to the day of meeting to be preserved as a public record. Copies shall be available at that time for distribution to the voters by the municipal clerk as well as at the time of the town meeting.

The subject matter of the proposed ordinance shall be reduced to the question: **“Shall an ordinance entitled ‘Floodplain Management Ordinance’ be enacted?”** and shall be submitted to the town meeting for action either as an article in the warrant or a question on a secret ballot. It is always recommended that the ordinance in effect be repealed and replaced with the new ordinance.

Adoption of New FEMA Maps

Some communities have expressed concern about adopting maps that do not become effective until several months after they are adopted. Please note that is acceptable for the community to set the effective date of the ordinance to coincide with the day the new maps become effective.

(continue reading on page 2)

Upon adoption of a floodplain management ordinance, two complete copies certified as “A True Copy” by the municipal clerk, must be sent to the Maine Floodplain Management Program, Dept. of Agriculture, Conservation & Forestry, 93 SHS, 17 Elkins Lane, Augusta, ME 04333-0093. If possible, please e-mail us an electronic copy of the ordinance.

Joining the NFIP

When a community is first applying to join the NFIP, a resolution to join the Program must be adopted. We will provide the Resolution. The Resolution must be entered as a separate question on the warrant/ballot item and can be worded as follows: “Shall a resolution entitled ‘Resolution for Applying for Flood Insurance’ be adopted?” An application form must also be completed, however, that is not a town meeting action item.

If you have any questions in regard to the above or need additional assistance, please call or e-mail the Maine Floodplain Management Program:

Sue Baker, State Coordinator 287-8063 sue.baker@maine.gov

Janet Parker, Planner II 287-9981 janet.parker@maine.gov

Alternate Language for State Model Floodplain Management Ordinance

Article IV – Application FEE

In recognition of the varying degree of difficulty and amounts of time required for reviewing and processing flood hazard development permit applications, some communities are inserting language for a split or sliding fee schedule.

Some communities already have fee structures in other ordinances that are set according to the value of the proposed project. In order to promote consistency between their ordinances they might choose to adopt a similar fee structure for the floodplain ordinance. Other communities want the flexibility of allowing their Board of Selectmen to reassess and establish fees annually, without specifying the exact amount within the ordinance. Many communities simply assess a larger fee for new construction or substantial improvement projects (which often require more time and effort to review) and a smaller fee for all other (minor) projects.

Some options may be:

1. Assess a fee that is a percentage of the proposed project value, (i.e. 1%/\$1000)
2. Set fees according to monetary thresholds based on the value of the proposed project

Examples:

\$10 - project value < \$1,000

\$20 - project value ≥ \$1,000 but < \$10,000

\$30 - project value ≥ \$10,000 but < \$25,000

\$40 - project value ≥ \$25,000 but < \$50,000

\$50 - project value ≥ \$50,000

3. **Split Fee Example:**
A nonrefundable application fee of \$25 for minor development or \$50 for new construction or substantial improvements shall be paid to the City/Town Clerk and a copy of a receipt for the same shall accompany the application.
4. Allowing the Board of Selectman to annually establish a fee.

Example:

A nonrefundable application fee, as established annually by the Board of Selectmen shall be paid to the City/Town Clerk and a copy of a receipt for the same shall accompany the application.

5. Some larger towns or cities may want to consider assessing fees based on the amount of time required to process the application.

Ex ample:

Applications shall be submitted to the Town Clerk accompanied by the prescribed application fee. The application fee shall be determined by the Board of Selectmen upon recommendation of the Planning of Board. The fee shall be designed to approximate the costs incurred by the Town for administering the ordinance. Upon receipt of an application and the required fee, the Town Clerk will stamp the application with the date of receipt and forward the application to the Code Enforcement Offer.

Approved this _____ day of _____, 2024.

This Ordinance will be effective: _____
Date

Town of Lyman, by its Selectboard

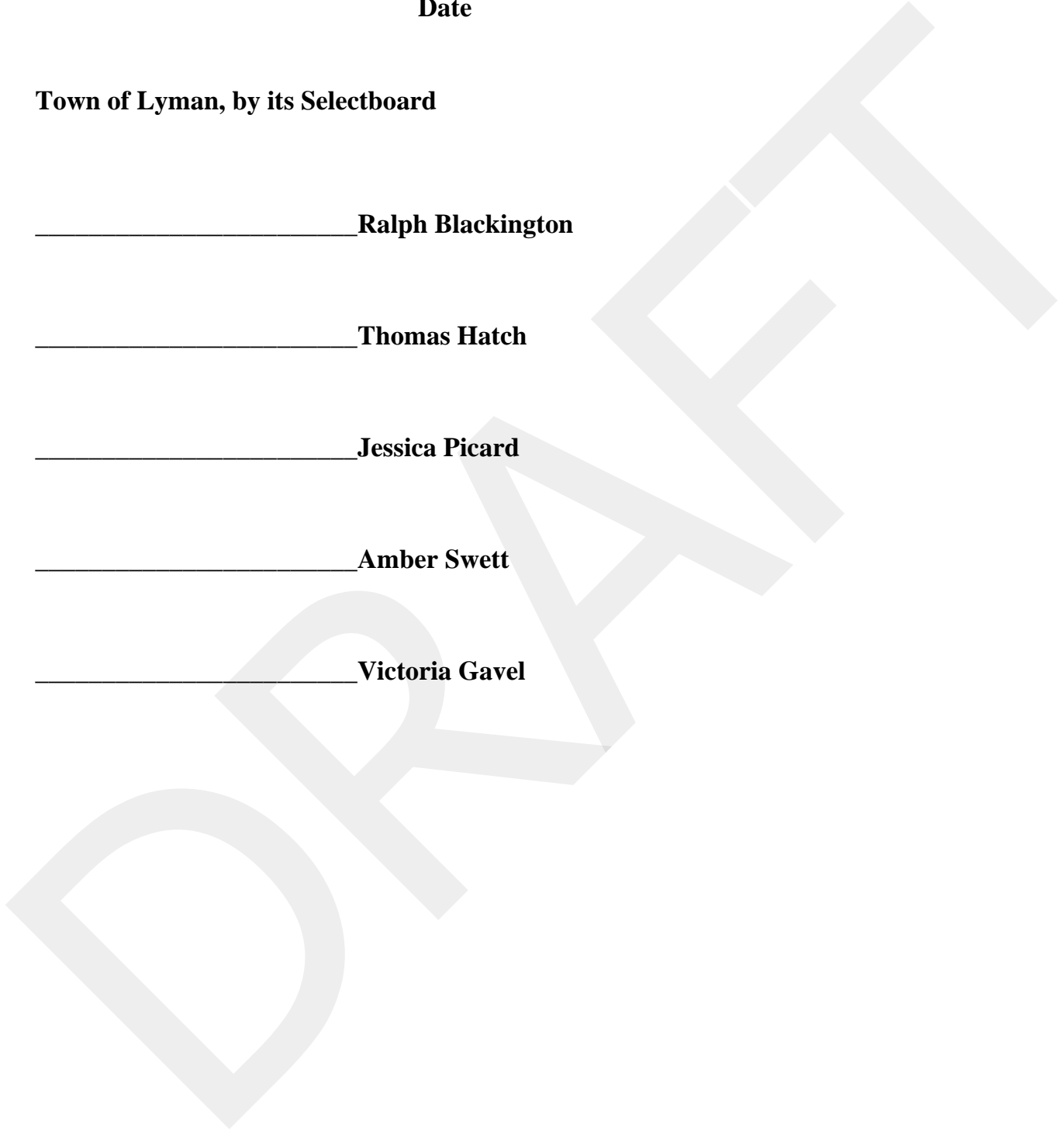
_____ **Ralph Blackington**

_____ **Thomas Hatch**

_____ **Jessica Picard**

_____ **Amber Swett**

_____ **Victoria Gavel**



FLOODPLAIN MANAGEMENT ORDINANCE

FOR THE

TOWN OF LYMAN, MAINE



ENACTED: _____
Date

EFFECTIVE: _____
Date

CERTIFIED BY: _____
Signature

CERTIFIED BY: _____
Print Name

Title

Affix Seal

FLOODPLAIN MANAGEMENT ORDINANCE

CONTENTS

ARTICLE	PAGE
I. PURPOSE AND ESTABLISHMENT.....	2
II. PERMIT REQUIRED.....	2
III. APPLICATION FOR PERMIT.....	2
IV. APPLICATION FEE AND EXPERT'S FEE.....	4
V. REVIEW STANDARDS FOR FLOOD HAZARD DEVELOPMENT PERMIT APPLICATIONS.....	4
VI. DEVELOPMENT STANDARDS.....	5
VII. CERTIFICATE OF COMPLIANCE.....	11
VIII. REVIEW OF SUBDIVISIONS AND DEVELOPMENT PROPOSALS.....	11
IX. APPEALS AND VARIANCES.....	12
X. ENFORCEMENT AND PENALTIES.....	14
XI. VALIDITY AND SEVERABILITY.....	14
XII. CONFLICT WITH OTHER ORDINANCES.....	14
XIII. DEFINITIONS.....	15
XIV. ABROGATION.....	19
XV. DISCLAIMER OF LIABILITY.....	19

DRAFT

ARTICLE I - PURPOSE AND ESTABLISHMENT

Certain areas of the Town of Lyman, Maine are subject to periodic flooding, causing serious damages to properties within these areas. Relief is available in the form of flood insurance as authorized by the National Flood Insurance Act of 1968.

Therefore, the Town of Lyman, Maine has chosen to become a participating community in the National Flood Insurance Program and agrees to comply with the requirements of the National Flood Insurance Act of 1968 (P.L. 90-488, as amended) as delineated in this Floodplain Management Ordinance.

It is the intent of the Town of Lyman, Maine to require the recognition and evaluation of flood hazards in all official actions relating to land use in the floodplain areas having special flood hazards.

The Town of Lyman has the legal authority to adopt land use and control measures to reduce future flood losses pursuant to Title 30-A MRSA, Sections 3001-3007, 4352, 4401-4407, and Title 38 MRSA, Section 440.

The National Flood Insurance Program, established in the aforesaid Act, provides that areas of the Town of Lyman having a special flood hazard be identified by the Federal Emergency Management Agency and that floodplain management measures be applied in such flood hazard areas. This Ordinance establishes a Flood Hazard Development Permit system and review procedure for development activities in the designated flood hazard areas of the Town of Lyman, Maine.

The areas of special flood hazard, Zones A, AE, and AH for the Town of Lyman, York County, Maine, identified by the Federal Emergency Management Agency in a report entitled "Flood Insurance Study – York County, Maine," dated July 17, 2024, with accompanying "Flood Insurance Rate Map" dated July 17, 2024, are hereby adopted by reference and declared to be a part of this Ordinance.

ARTICLE II - PERMIT REQUIRED

The Code Enforcement Officer shall be designated as the local Floodplain Administrator. The Floodplain Administrator shall have the authority to implement the commitment made to administer and enforce the requirements for participation in the National Flood Insurance Program.

Before any construction or other development (as defined in Article XIII), including the placement of manufactured homes, begins within any areas of special flood hazard established in Article I, a Flood Hazard Development Permit shall be obtained from the Code Enforcement Officer. This permit shall be in addition to any other permits which may be required pursuant to the codes and ordinances of the Town of Lyman, Maine.

ARTICLE III - APPLICATION FOR PERMIT

The application for a Flood Hazard Development Permit shall be submitted to the Code Enforcement Officer and shall include:

- A. The name, address, and phone number of the applicant, owner, and contractor;
- B. An address and a map indicating the location of the construction site;
- C. A site plan showing locations of existing and/or proposed development, including but not limited to structures, sewage disposal facilities, water supply facilities, areas to be cut and filled, and lot dimensions;

- D. A statement of the intended use of the structure and/or development;
 - E. A statement of the cost of the development including all materials and labor;
 - F. A statement as to the type of sewage system proposed;
 - G. Specification of dimensions of the proposed structure and/or development;
- [Items H-K.2. apply only to new construction and substantial improvements.]
- H. The elevation in relation to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD), or to a locally established datum in Zone A only, of the:
 - 1. base flood at the proposed site of all new or substantially improved structures, which is determined:
 - a. in Zone AE from data contained in the "Flood Insurance Study - York County, Maine," as described in Article I; or,
 - b. in Zone A:
 - (1) from any base flood elevation data from federal, state, or other technical sources (such as FEMA's Quick-2 model, FEMA 265), including information obtained pursuant to Article VI.M. and VIII.D.; or,
 - (2) in the absence of all data described in Article III.H.1.b.(1), information to demonstrate that the structure shall meet the elevation requirement in Article VI.H.2.b., Article VI.I.2.a. or b., or Article VI.J.2.b.
 - 2. highest and lowest grades at the site adjacent to the walls of the proposed building;
 - 3. lowest floor, including basement; and whether or not such structures contain a basement;
 - 4. lowest machinery and equipment servicing the building; and,
 - 5. level, in the case of non-residential structures only, to which the structure will be floodproofed.
 - I. A description of an elevation reference point established on the site of all developments for which elevation standards apply as required in Article VI;
 - J. A written certification by:
 - 1. a Professional Land Surveyor that the grade elevations shown on the application are accurate; and,
 - 2. a Professional Land Surveyor, registered professional engineer or architect that the base flood elevation shown on the application is accurate.
 - K. The following certifications as required in Article VI by a registered professional engineer or architect:

1. a Floodproofing Certificate (FEMA Form FF-206-FY-22-153, as amended), to verify that the floodproofing methods for any non-residential structures will meet the floodproofing criteria of Article VI.I.; and other applicable standards in Article VI;
 2. a Hydraulic Openings Certificate to verify that engineered hydraulic openings in foundation walls will meet the standards of Article VI.N.2.a.;
 3. a certified statement that bridges will meet the standards of Article VI.O.;
 4. a certified statement that containment walls will meet the standards of Article VI.P.
- L. A description of the extent to which any water course will be altered or relocated as a result of the proposed development; and,
- M. A statement of construction plans describing in detail how each applicable development standard in Article VI will be met.

ARTICLE IV - APPLICATION FEE AND EXPERT'S FEE

A non-refundable application fee of \$_____ shall be paid to the Town Clerk and a copy of a receipt for the same shall accompany the application.

An additional fee may be charged if the Code Enforcement Officer, Planning Board, and/or Board of Appeals needs the assistance of a professional engineer or other expert. The expert's fee shall be paid in full by the applicant within 10 days after the town submits a bill to the applicant. Failure to pay the bill shall constitute a violation of the ordinance and be grounds for the issuance of a stop work order. An expert shall not be hired by the municipality at the expense of an applicant until the applicant has either consented to such hiring in writing or been given an opportunity to be heard on the subject. An applicant who is dissatisfied with a decision to hire expert assistance may appeal that decision to the Board of Appeals.

ARTICLE V - REVIEW STANDARDS FOR FLOOD HAZARD DEVELOPMENT PERMIT APPLICATIONS

The Code Enforcement Officer shall:

- A. Review all applications for the Flood Hazard Development Permit to assure that proposed developments are reasonably safe from flooding and to determine that all pertinent requirements of Article VI (Development Standards) have been, or will be met;
- B. Utilize, in the review of all Flood Hazard Development Permit applications:
 1. the base flood and floodway data contained in the "Flood Insurance Study - York County, Maine," as described in Article I;
 2. in special flood hazard areas where base flood elevation and floodway data are not provided, the Code Enforcement Officer shall obtain, review, and reasonably utilize any base flood elevation and floodway data from federal, state, or other technical sources, including information obtained pursuant to Article III.H.1.b.(1); Article VI.M.; and Article VIII.D., in order to administer Article VI of this Ordinance; and,

3. when the community establishes a base flood elevation in a Zone A by methods outlined in Article III.H.1.b.(1), the community shall submit that data to the Maine Floodplain Management Program.
- C. Make interpretations of the location of boundaries of special flood hazard areas shown on the maps described in Article I of this Ordinance;
 - D. In the review of Flood Hazard Development Permit applications, determine that all necessary permits have been obtained from those federal, state, and local government agencies from which prior approval is required by federal or state law, including but not limited to Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1344;
 - E. Notify adjacent municipalities, the Department of Environmental Protection, and the Maine Floodplain Management Program prior to any alteration or relocation of a water course and submit copies of such notifications to the Federal Emergency Management Agency;
 - F. If the application satisfies the requirements of this Ordinance, approve the issuance of one of the following Flood Hazard Development Permits based on the type of development:
 1. A two part Flood Hazard Development Permit for elevated structures. Part I shall authorize the applicant to build a structure to and including the first horizontal floor only above the base flood level. At that time the applicant shall provide the Code Enforcement Officer with an “under construction” Elevation Certificate completed by a Professional Land Surveyor based on the Part I permit construction for verifying compliance with the elevation requirements of Article VI, paragraphs H., I., or J. Following review of the Elevation Certificate data, which shall take place within 72 hours of receipt of the application, the Code Enforcement Officer shall issue Part II of the Flood Hazard Development Permit. Part II shall authorize the applicant to complete the construction project; or,
 2. A Flood Hazard Development Permit for Floodproofing of Non-Residential Structures that are new construction or substantially improved non-residential structures that are not being elevated but that meet the floodproofing standards of Article VI.I.1. The application for this permit shall include a Floodproofing Certificate signed by a registered professional engineer or architect; or,
 3. A Flood Hazard Development Permit for Minor Development for all development that is not new construction or a substantial improvement, such as repairs, maintenance, renovations, or additions, whose value is less than 50% of the market value of the structure. Minor development also includes but is not limited to: accessory structures as provided for in Article VI.L., mining, dredging, filling, grading, paving, excavation, drilling operations, storage of equipment or materials, deposition or extraction of materials, public or private sewage disposal systems or water supply facilities that do not involve structures; and non-structural projects such as bridges, dams, towers, fencing, pipelines, wharves, and piers.
 - G. Maintain, as a permanent record, copies of all Flood Hazard Development Permit Applications, corresponding Permits issued, and data relevant thereto, including reports of the Board of Appeals on variances granted under the provisions of Article IX of this Ordinance, and copies of Elevation Certificates, Floodproofing Certificates, Certificates of Compliance, and certifications of design standards required under the provisions of Articles III, VI, and VII of this Ordinance.

ARTICLE VI - DEVELOPMENT STANDARDS

All developments in areas of special flood hazard shall meet the following applicable standards:

- A. **All Development** - All development shall:
1. be designed or modified and adequately anchored to prevent flotation (excluding piers and docks), collapse, or lateral movement of the development resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
 2. use construction materials that are resistant to flood damage;
 3. use construction methods and practices that will minimize flood damage; and,
 4. use electrical, heating, ventilation, plumbing, and air conditioning equipment, and other service facilities, that are designed and/or located so as to prevent water from entering or accumulating within the components during flooding conditions.
- B. **Water Supply** - All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the systems.
- C. **Sanitary Sewage Systems** - All new and replacement sanitary sewage systems shall be designed and located to minimize or eliminate infiltration of flood waters into the system and discharges from the system into flood waters.
- D. **On Site Waste Disposal Systems** - On site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during floods.
- E. **Watercourse Carrying Capacity** - All development associated with altered or relocated portions of a watercourse shall be constructed and maintained in such a manner that no reduction occurs in the flood carrying capacity of the watercourse.
- F. **Utilities** - New construction or substantial improvement of any structure (including manufactured homes) located within Zones A, AE, and AH shall have the bottom of all electrical, heating, plumbing, ventilation and air conditioning equipment, permanent fixtures and components, HVAC ductwork and duct systems, and any other utility service equipment, facilities, machinery, or connections servicing a structure, elevated to at least one foot above the base flood elevation.
- G. **Physical Changes to the Natural Landscape** - Certain development projects, including but not limited to, retaining walls, sea walls, levees, berms, and rip rap, can cause physical changes that affect flooding conditions.
1. All development projects in Zone AE that cause physical changes to the natural landscape shall be reviewed by a Professional Engineer to determine whether or not the project changes the base flood elevation, zone, and/or the flood hazard boundary line.
 2.
 - a. If the Professional Engineer determines, through the use of engineering judgement, that the project would not necessitate a Letter of Map Revision (LOMR), a certified statement shall be provided.
 - b. If the Professional Engineer determines that the project may cause a change, a hydrologic and hydraulic analysis that meets current FEMA standards shall be performed.

3. If the hydrologic and hydraulic analysis performed indicates a change to the base flood elevation, zone, and/or the flood hazard boundary line, the applicant may submit a Conditional Letter of Map Revision (C-LOMR) request to the Federal Emergency Management Agency for assurance that the as-built project will result in a change to the Flood Insurance Rate Map. Once the development is completed, a request for a Letter of Map Revision (LOMR) shall be initiated.
4. If the hydrologic and hydraulic analysis performed show a change to the base flood elevation, zone, and/or the flood hazard boundary line, as soon as practicable, but no later than 6 months after the completion of the project, the applicant shall submit the technical data to FEMA in the form of a Letter of Map Revision request.

H. **Residential** - New construction or substantial improvement of any residential structure located within:

1. Zone AE and AH shall have the lowest floor (including basement) elevated to at least one foot above the base flood elevation.
2. Zone AH shall have adequate drainage paths around structures on slopes, to guide floodwater away from the proposed structures.
3. Zone A shall have the lowest floor (including basement) elevated:
 - a. to at least one foot above the base flood elevation utilizing information obtained pursuant to Article III.H.1.b.(1); Article V.B.; or Article VIII.D.; or,
 - b. in the absence of all data described in Article VI.H.3.a., to at least two feet above the highest adjacent grade to the structure.

I. **Non-Residential** - New construction or substantial improvement of any non-residential structure located within:

1. Zone AE and AH shall have the lowest floor (including basement) elevated to at least one foot above the base flood elevation, or together with attendant utility and sanitary facilities shall:
 - a. be floodproofed to at least one foot above the base flood elevation so that below that elevation the structure is watertight with walls substantially impermeable to the passage of water;
 - b. have structural components capable of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy; and,
 - b. be certified by a registered professional engineer or architect that the floodproofing design and methods of construction are in accordance with accepted standards of practice for meeting the provisions of this section. Such certification shall be provided with the application for a Flood Hazard Development Permit, as required by Article III.K. and shall include a record of the elevation above mean sea level to which the structure is floodproofed.
2. Zone AH shall have adequate drainage paths around structures on slopes, to guide floodwater away from the proposed structures.

3. Zone A shall have the lowest floor (including basement) elevated:
 - a. to at least one foot above the base flood elevation utilizing information obtained pursuant to Article III.H.1.b.(1); Article V.B.; Article VIII.D.; or,
 - b. in the absence of all data described in Article VI.I.3.a., to at least two feet above the highest adjacent grade to the structure; or,
 - c. together with attendant utility and sanitary facilities meet the floodproofing standards of Article VI.I.1.a., b., and c.

J. Manufactured Homes - New or substantially improved manufactured homes located within:

1. Zone AE and AH shall:
 - a. be elevated such that the lowest floor (including basement) of the manufactured home is at least one foot above the base flood elevation;
 - b. be on a permanent foundation, which may be poured masonry slab or foundation walls, with hydraulic openings, or may be reinforced piers or block supports, any of which support the manufactured home so that no weight is supported by its wheels and axles; and,
 - c. be securely anchored to an adequately anchored foundation system to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to:
 - (1) over-the-top ties anchored to the ground at the four corners of the manufactured home, plus two additional ties per side at intermediate points (manufactured homes less than 50 feet long require one additional tie per side); or by,
 - (2) frame ties at each corner of the home, plus five additional ties along each side at intermediate points (manufactured homes less than 50 feet long require four additional ties per side).
- (2) All components of the anchoring system described in Article VI.J.1.c.(1) & (2) shall be capable of carrying a force of 4800 pounds.
2. Zones AH shall have adequate drainage paths around structures on slopes, to guide floodwater away from the proposed structures.
3. Zone A shall:
 - a. be elevated on a permanent foundation, as described in Article VI.J.1.b., such that the lowest floor (including basement) of the manufactured home is at least one foot above the base flood elevation utilizing information obtained pursuant to Article III.H.1.b.(1); Article V.B.; Article VIII.D.; or,
 - b. in the absence of all data as described in Article VI.J.3.a., to at least two feet above the highest adjacent grade to the structure; and,
 - c. meet the anchoring requirements of Article VI.J.1.c.

K. Recreational Vehicles - Recreational Vehicles located within:

1. Zones A, AE, and AH shall either:
 - a. be on the site for fewer than 180 consecutive days; and,
 - b. be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or,
 - c. be permitted in accordance with the elevation and anchoring requirements for "manufactured homes" in Article VI.J.1.

L. Accessory Structures - New construction or substantial improvement of Accessory Structures, as defined in Article XIII, shall be exempt from the elevation criteria required in Article VI.H. & I. above, if all other requirements of Article VI and all the following requirements are met.

1. Accessory Structures located in Zones A, AE, and AH shall:
 - a. meet the requirements of Article VI.A.1. through 4., as applicable;
 - c. be limited in size to a one-story two car garage;
 - c. have unfinished interiors and not be used for human habitation;
 - d. have only ground fault interrupt electrical outlets. The electric service disconnect shall be located above the base flood elevation and, when possible, outside the Special Flood Hazard Area.
 - e. be located outside the floodway;
 - f. when possible, be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters and be placed further from the source of flooding than is the primary structure; and,
 - g. have hydraulic openings, as specified in Article VI.N.2., in at least two different walls of the accessory structure.

M. Floodways -

1. In Zone AE riverine areas, encroachments, including fill, new construction, substantial improvement, and other development shall not be permitted within a regulatory floodway which is designated on the community's Flood Insurance Rate Map, unless a technical evaluation certified by a registered professional engineer is provided demonstrating that such encroachments will not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
2. In Zones A and AE riverine areas for which no regulatory floodway is designated, encroachments, including fill, new construction, substantial improvement, and other development shall not be permitted in the floodway as determined in Article VI.M.3. unless a technical evaluation certified by a registered professional engineer is provided demonstrating

that the cumulative effect of the proposed development, when combined with all other existing development and anticipated development:

- a. will not increase the water surface elevation of the base flood more than one foot at any point within the community; and,
- d. is consistent with the technical criteria contained in FEMA's guidelines and standards for flood risk analysis and mapping.

3. In Zones A and AE riverine areas, for which no regulatory floodway is designated, the regulatory floodway is determined to be the channel of the river or other water course and the adjacent land areas to a distance of one-half the width of the floodplain as measured from the normal high water mark to the upland limit of the floodplain.

N. **Hydraulic Openings/Flood Vents** - New construction or substantial improvement of any structure in Zones A, AE, and AH, that meets the development standards of Article VI, including the elevation requirements of Article VI, paragraphs H., I., or J. and is elevated on posts, columns, piers, piles, or crawlspaces may be enclosed below the base flood elevation requirements provided all the following criteria are met or exceeded:

1. Enclosed areas are not "basements" as defined in Article XIII;
2. Enclosed areas shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of flood water. Designs for meeting this requirement must either:
 - a. be engineered and certified by a registered professional engineer or architect; or,
 - b. meet or exceed the following minimum criteria:
 - (1) a minimum of two openings having a total net area of not less than one square inch for every square foot of the enclosed area;
 - (2) the bottom of all openings shall be below the base flood elevation and no higher than one foot above the lowest grade; and,
 - (3) openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the entry and exit of flood waters automatically without any external influence or control such as human intervention, including the use of electrical and other non-automatic mechanical means;
3. The enclosed area shall not be used for human habitation; and,
4. The enclosed areas are usable solely for building access, parking of vehicles, or storage.

O. **Bridges** - New construction or substantial improvement of any bridge in Zones A, AE, and AH shall be designed such that:

1. when possible, the lowest horizontal member (excluding the pilings or columns) is elevated to at least one foot above the base flood elevation; and,
2. a registered professional engineer shall certify that:

- a. the structural design and methods of construction shall meet the elevation requirements of this section and the floodway standards of Article VI.M.; and,
- b. the foundation and superstructure attached thereto are designed to resist flotation, collapse, and lateral movement due to the effects of wind and water loads acting simultaneously on all structural components. Water loading values used shall be those associated with the base flood.

P. Containment Walls - New construction or substantial improvement of any containment wall located within:

1. Zones A, AE, and AH shall:
 - a. have the containment wall elevated to at least one foot above the base flood elevation;
 - b. have structural components capable of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy; and,
 - c. be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting the provisions of this section. Such certification shall be provided with the application for a Flood Hazard Development Permit, as required by Article III.K.
2. Zones AH shall have adequate drainage paths around containment walls on slopes, to guide floodwater away from the proposed walls.

Q. Wharves, Piers, and Docks - New construction or substantial improvement of wharves, piers, and docks are permitted in Zones A, AE, and AH, in and over water, and shall comply with all applicable local, state, and federal regulations.

ARTICLE VII - CERTIFICATE OF COMPLIANCE

No land in a special flood hazard area shall be occupied or used and no structure which is constructed or substantially improved shall be occupied until a Certificate of Compliance is issued by the Code Enforcement Officer subject to the following provisions:

- A. For New Construction or Substantial Improvement of any elevated structure the applicant shall submit to the Code Enforcement Officer an Elevation Certificate completed by a Professional Land Surveyor for compliance with Article VI, paragraphs H., I., or J.
- B. The applicant shall submit written notification to the Code Enforcement Officer that the development is complete and complies with the provisions of this ordinance.
- C. Within 10 working days, the Code Enforcement Officer shall:
 1. review the Elevation Certificate and the applicant's written notification; and,
 2. upon determination that the development conforms with the provisions of this ordinance, shall issue a Certificate of Compliance.

ARTICLE VIII - REVIEW OF SUBDIVISION AND DEVELOPMENT PROPOSALS

The Planning Board shall, when reviewing subdivisions and other proposed developments that require review under other federal law, state law, or local ordinances or regulations, and all projects on 5 or more disturbed acres, or in the case of manufactured home parks divided into two or more lots, assure that:

- A. All such proposals are consistent with the need to minimize flood damage.
- B. All public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damages.
- C. Adequate drainage is provided so as to reduce exposure to flood hazards.
- D. All proposals include base flood elevations, flood boundaries, and, in a riverine floodplain, floodway data. These determinations shall be based on engineering practices recognized by the Federal Emergency Management Agency.
- E. Any proposed development plan must include a condition of plan approval requiring that structures on any lot in the development having any portion of its land within a Special Flood Hazard Area are to be constructed in accordance with Article VI of this ordinance. Such requirement will be included in any deed, lease, purchase and sale agreement, or document transferring or expressing an intent to transfer any interest in real estate or structure, including but not limited to a time-share interest. The condition shall clearly articulate that the municipality may enforce any violation of the construction requirement and that fact shall also be included in the deed or any other document previously described. The construction requirement shall also be clearly stated on any map, plat, or plan to be signed by the Planning Board or local reviewing authority as part of the approval process.

ARTICLE IX - APPEALS AND VARIANCES

The Board of Appeals of the Town of Lyman may, upon written application of an aggrieved party, hear and decide appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by, or failure to act by, the Code Enforcement Officer or Planning Board in the administration or enforcement of the provisions of this Ordinance.

The Board of Appeals may grant a variance from the requirements of this Ordinance consistent with state law and the following criteria:

- A. Variances shall not be granted within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.
- B. Variances shall be granted only upon:
 - 1. a showing of good and sufficient cause; and,
 - 2. a determination that should a flood comparable to the base flood occur, the granting of a variance will not result in increased flood heights, additional threats to public safety, public expense, or create nuisances, cause fraud or victimization of the public, or conflict with existing local laws or ordinances; and,
 - 3. a showing that the issuance of the variance will not conflict with other state, federal, or local laws or ordinances; and,
 - 4. a determination that failure to grant the variance would result in "undue hardship," which in this sub-section means:

- a. that the land in question cannot yield a reasonable return unless a variance is granted; and,
 - b. that the need for a variance is due to the unique circumstances of the property and not to the general conditions in the neighborhood; and,
 - c. that the granting of a variance will not alter the essential character of the locality; and,
 - d. that the hardship is not the result of action taken by the applicant or a prior owner.
- C. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief, and the Board of Appeals may impose such conditions to a variance as it deems necessary.
- D. Variances may be issued for new construction, substantial improvements, or other development for the conduct of a functionally dependent use provided that:
1. the criteria of Article IX.A. through C. and Article VI.M. are met; and,
 2. the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.
- E. Variances may be issued for the repair, reconstruction, rehabilitation, or restoration of Historic Structures upon the determination that:
1. the development meets the criteria of Article IX.A. through C.; and,
 2. the proposed repair, reconstruction, rehabilitation, or restoration will not preclude the structure's continued designation as a Historic Structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
- F. Variances may be issued for new construction and substantial improvement of Agricultural Structures being used for the conduct of agricultural uses provided that:
1. the development meets the criteria of Article IX.A. through C.; and,
 2. the development meets the criteria of Article VI.M. and Article VI.N.
- G. Any applicant who meets the criteria of Article IX.A. through C. and Article IX.D., E., or F. shall be notified by the Board of Appeals in writing over the signature of the Chairman of the Board of Appeals that:
1. the issuance of a variance to construct a structure below the base flood level will result in greatly increased premium rates for flood insurance up to amounts as high as \$25 per \$100 of insurance coverage; and,
 2. such construction below the base flood level increases risks to life and property; and,
 3. the applicant agrees in writing that the applicant is fully aware of all the risks inherent in the use of land subject to flooding, assumes those risks, and agrees to indemnify and defend the municipality against any claims filed against it that are related to the applicant's decision to use land located in a floodplain and that the applicant individually releases the municipality from any

claims the applicant may have against the municipality that are related to the use of land located in a floodplain.

H. Appeal Procedure for Administrative and Variance Appeals

1. An administrative or variance appeal may be taken to the Board of Appeals by an aggrieved party within thirty days after receipt of a written decision of the Code Enforcement Officer or Planning Board.
2. Upon being notified of an appeal, the Code Enforcement Officer or Planning Board, as appropriate, shall transmit to the Board of Appeals all of the documents constituting the record of the decision appealed from.
3. The Board of Appeals shall hold a public hearing on the appeal within thirty-five days of its receipt of an appeal request.
4. The person filing the appeal shall have the burden of proof.
5. The Board of Appeals shall decide all appeals within thirty-five days after the close of the hearing and shall issue a written decision on all appeals.
6. The Board of Appeals shall submit to the Code Enforcement Officer a report of all variance actions, including justification for the granting of the variance and an authorization for the Code Enforcement Officer to issue a Flood Hazard Development Permit, which includes any conditions to be attached to said permit.
7. Any aggrieved party who participated as a party during the proceedings before the Board of Appeals may take an appeal to Superior Court in accordance with State laws within forty-five days from the date of any decision of the Board of Appeals.

ARTICLE X - ENFORCEMENT AND PENALTIES

- A. It shall be the duty of the Code Enforcement Officer to enforce the provisions of this Ordinance pursuant to Title 30-A MRSA § 4452.
- B. The penalties contained in Title 30-A MRSA § 4452 shall apply to any violation of this Ordinance.
- C. In addition to any other actions, the Code Enforcement Officer, upon determination that a violation exists, may submit a declaration to the Administrator of the Federal Insurance Administration requesting a denial of flood insurance. The valid declaration shall consist of:
 1. the name of the property owner and address or legal description of the property sufficient to confirm its identity or location;
 2. a clear and unequivocal declaration that the property is in violation of a cited State or local law, regulation, or ordinance;
 3. a clear statement that the public body making the declaration has authority to do so and a citation to that authority;
 4. evidence that the property owner has been provided notice of the violation and the prospective denial of insurance; and,

5. a clear statement that the declaration is being submitted pursuant to Section 1316 of the National Flood Insurance Act of 1968, as amended.

ARTICLE XI - VALIDITY AND SEVERABILITY

If any section or provision of this Ordinance is declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

ARTICLE XII - CONFLICT WITH OTHER ORDINANCES

This Ordinance shall not in any way impair or remove the necessity of compliance with any other applicable rule, ordinance, regulation, bylaw, permit, or provision of law. Where this Ordinance imposes a greater restriction upon the use of land, buildings, or structures, the provisions of this Ordinance shall control.

ARTICLE XIII - DEFINITIONS

Unless specifically defined below, words and phrases used in this Ordinance shall have the same meaning as they have at common law and to give this Ordinance its most reasonable application. Words used in the present tense include the future, the singular number includes the plural, and the plural number includes the singular. The word "may" is permissive; "shall" is mandatory and not discretionary.

Accessory Structure - a structure which is on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure.

Adjacent Grade - the natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

Agricultural Structure - structures that are used exclusively for agricultural purposes or uses in connection with the production, harvesting, storage, raising, or drying of agricultural commodities and livestock. Structures that house tools or equipment used in connection with these purposes or uses are also considered to have agricultural purposes or uses.

Area of Special Flood Hazard - the land in the floodplain having a one percent or greater chance of flooding in any given year, as specifically identified in the Flood Insurance Study cited in Article I of this Ordinance.

Base Flood - a flood having a one percent chance of being equaled or exceeded in any given year, commonly called the 100-year flood.

Basement - any area of the building having its floor subgrade (below ground level) on all sides.

Building - see **Structure**.

Certificate of Compliance - A document signed by the Code Enforcement Officer stating that a structure is in compliance with all of the provisions of this Ordinance.

Code Enforcement Officer - A person certified under Title 30-A MRSA, Section 4451 (including exceptions in subsection 4451, paragraph 1) and employed by a municipality to enforce all applicable comprehensive planning and land use laws and ordinances.

Containment Wall - a wall surrounding all sides of an above ground tank to contain any spills or leaks.

Development - any man made change to improved or unimproved real estate. This includes, but is not limited to, buildings or other structures; mining, dredging, filling, grading, paving, excavation, drilling operations or storage of equipment or materials; and the storage, deposition, or extraction of materials.

Elevated Building - a non-basement building that is:

- a. built, in the case of a building in Zones A, AE, or AH, to have the top of the elevated floor elevated above the ground level by means of pilings, columns, posts, piers, or shear walls; and,
- b. adequately anchored so as not to impair the structural integrity of the building during a flood of up to one foot above the magnitude of the base flood.

In the case of Zones A, AE, or AH, **Elevated Building** also includes a building elevated by means of fill or solid foundation perimeter walls with hydraulic openings sufficient to facilitate the unimpeded movement of flood waters, as required in Article VI.N.

Elevation Certificate - an official form (FEMA Form FF-206-FY-22-152, as amended) that is used to verify compliance with the floodplain management regulations of the National Flood Insurance Program.

Existing Manufactured Home Park or Subdivision - a manufactured home park or subdivision that was recorded in the deed registry prior to the adoption date of the community's first floodplain management regulations.

Flood or Flooding -

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from:
 1. The overflow of inland or tidal waters.
 2. The unusual and rapid accumulation or runoff of surface waters from any source.
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph a.1. of this definition.

Flood Elevation Study - an examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations.

Flood Insurance Rate Map (FIRM) - an official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community.

Flood Insurance Study - see **Flood Elevation Study**.

Floodplain or Flood-prone Area - any land area susceptible to being inundated by water from any source (see **Flood or Flooding**).

Floodplain Management - the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.

Floodplain Management Regulations - zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance), and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

Floodproofing - any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and contents.

Floodway - see **Regulatory Floodway**.

Floodway Encroachment Lines - the lines marking the limits of floodways on federal, state, and local floodplain maps.

Freeboard - a factor of safety usually expressed in feet above a flood level for purposes of floodplain management. Freeboard tends to compensate for the many unknown factors, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions.

Functionally Dependent Use - a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

Historic Structure - any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary of the Interior to qualify as a registered historic district;
- c. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or,
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 1. By an approved state program as determined by the Secretary of the Interior, or,
 2. Directly by the Secretary of the Interior in states without approved programs.

Locally Established Datum - for purposes of this ordinance, an elevation established for a specific site to which all other elevations at the site are referenced. This elevation is generally not referenced to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD), or any other

established datum and is used in areas where Mean Sea Level data is too far from a specific site to be practically used.

Lowest Floor - the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or storage in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements described in Article VI.N. of this ordinance.

Manufactured Home - a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. For floodplain management purposes the term manufactured home also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days.

Manufactured Home Park or Subdivision - a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

Mean Sea Level - for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD), or other datum to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

Minor Development - all development that is not new construction or a substantial improvement, such as repairs, maintenance, renovations, or additions, whose value is less than 50% of the market value of the structure. It also includes but is not limited to: accessory structures as provided for in Article VI.L., mining, dredging, filling, grading, paving, excavation, drilling operations, storage of equipment or materials, deposition or extraction of materials, public or private sewage disposal systems or water supply facilities that do not involve structures; and non-structural projects such as bridges, dams, towers, fencing, pipelines, wharves, and piers.

National Geodetic Vertical Datum (NGVD) - the national vertical datum, whose standard was established in 1929, which is used by the National Flood Insurance Program (NFIP). NGVD was based upon mean sea level in 1929 and has been called "1929 Mean Sea Level (MSL)".

New Construction - structures for which the "start of construction" commenced on or after the effective date of the initial floodplain management regulations adopted by a community and includes any subsequent improvements to such structures.

North American Vertical Datum (NAVD) - the national datum whose standard was established in 1988, which is the new vertical datum used by the National Flood Insurance Program (NFIP) for all new Flood Insurance Rate Maps. NAVD is based upon the vertical data used by other North American countries such as Canada and Mexico and was established to replace NGVD because of constant movement of the earth's crust, glacial rebound and subsidence, and the increasing use of satellite technology.

100-year flood - see **Base Flood**.

Recreational Vehicle - a vehicle which is:

- a. built on a single chassis;
- b. 400 square feet or less when measured at the largest horizontal projection, not including slideouts;
- c. designed to be self-propelled or permanently towable by a motor vehicle; and,

- d. designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Regulatory Floodway -

- a. the channel of a river or other water course and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height, and,
- b. when not designated on the community's Flood Insurance Rate Map, it is considered to be the channel of a river or other water course and the adjacent land areas to a distance of one-half the width of the floodplain, as measured from the normal high water mark to the upland limit of the floodplain.

Riverine - relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

Special Flood Hazard Area - see **Area of Special Flood Hazard**.

Start of Construction - the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, substantial improvement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, or modification of any construction element, whether or not that alteration affects the external dimensions of the building.

Structure - for floodplain management purposes, a walled and roofed building. A gas or liquid storage tank that is principally above ground is also a structure.

Substantial Damage - damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damage condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial Improvement - any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the start of construction of the improvement. This term includes structures which have incurred substantial damage, regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or,
- b. Any alteration of a Historic Structure, provided that the alteration will not preclude the structure's continued designation as a historic structure, and a variance is obtained from the community's Board of Appeals.

Variance - a grant of relief by a community from the terms of a floodplain management regulation.

Violation - the failure of a structure or development to comply with a community's floodplain management regulations.

ARTICLE XIV - ABROGATION

This ordinance repeals and replaces any municipal ordinance previously enacted to comply with the National Flood Insurance Act of 1968 (P.L. 90-488, as amended).

ARTICLE XV - DISCLAIMER OF LIABILITY

The degree of flood protection required by the ordinance is considered reasonable but does not imply total flood protection.

DRAFT

Transfer Station Cameras & Equipment Cost proposal

ITEM #7: (c.) Transfer Station - Proposal for Cameras

Option 1	Option 2
Includes 2 cameras and initial network setup and equipment	Includes 5 cameras and initial network setup and equipment
<p>Office Equipment</p> <p>Enclosed Rack Cabinet 6U \$150.00</p> <p>1500VA UPS (Desktop) \$220.00</p> <p>Riuter (office) \$500.00</p> <p>NVR Hard Drive - X1 (\$180/ea) \$180.00</p> <p>12 Port Patch Panel (office) \$25.00</p> <p>Line Surge Protectors (Camera/ Bridge) x5 \$75.00</p> <p>WiFi Bridge : 60ghz 1.3km Wave Pico Bridge x2 (180/ea) \$360.00</p> <p>Gen 5 Ultra Camera (Office) x1 (\$130/ea) \$130.00</p> <p>U7 Pro Access Point x1 \$180.00</p> <p>Patch Cables / Misc Connectors / Fasteners \$50.00</p> <p>Camera Equipment (Pole / Garage)</p> <p>Cameras x1 (\$380/ea) \$380.00</p> <p>1500VA UPS (Desktop) (Garage) \$220.00</p> <p>12 Port Patch Panel (Garage) \$20.00</p> <p>Flex Utility Enclosure (Pole) \$50.00</p> <p>Flex Switch (Pole) \$100.00</p> <p>Flex Switch Ultra 60w (Garage) \$160.00</p> <p>Equipment Estimates - Total \$2,800.00</p> <p>Ground or Aerial Work (Outsourced) +/- \$600.00 (Aerial runs from the pole to the building \$400-\$600 approx)</p> <p>Bean Data - Service & Maintenance (MSP Contract) (+/-) \$250 - \$300 /mo</p>	<p>Office Equipment</p> <p>Enclosed Rack Cabinet 6U \$150.00</p> <p>1500VA UPS (Desktop) \$220.00</p> <p>Riuter (office) \$500.00</p> <p>NVR Hard Drive - X3 (\$180/ea) \$540.00</p> <p>12 Port Patch Panel (office) \$25.00</p> <p>Line Surge Protectors (Camera/ Bridge) x6 \$90.00</p> <p>WiFi Bridge : 60ghz 1.3km Wave Pico Bridge x2 (180/ea) \$360.00</p> <p>Gen 5 Ultra Camera (Office) x2 (\$130/ea) \$260.00</p> <p>U7 Pro Access Point x1 \$180.00</p> <p>Patch Cables / Misc Connectors / Fasteners \$100.00</p> <p>UNVR Device \$300.00</p> <p>Camera Equipment (Pole / Garage)</p> <p>Cameras x3 (\$380/ea) \$1,140.00</p> <p>1500VA UPS (Desktop) (Garage) \$220.00</p> <p>12 Port Patch Panel (Garage) \$20.00</p> <p>Flex Utility Enclosure (Pole) \$50.00</p> <p>Flex Switch (Pole) \$100.00</p> <p>Flex Switch Ultra 60w (Garage) \$160.00</p> <p>J Masts x 2 \$50/ea \$100.00</p> <p>Equipment Estimates - Total \$4,515.00</p> <p>Ground or Aerial Work (Outsourced) +/- \$600.00 (Aerial runs from the pole to the building \$400-\$600 approx)</p> <p>Sub Total Project Cost \$5,115.00</p> <p>Less Grant Reimbursement \$2,880.00</p> <p>Total Cost / Town Expenses \$2,235.00</p> <p>Bean Data - Service & Maintenance (MSP Contract) (+/-) \$350 - \$400 /mo</p>

OPTION 1



Lyman Transfer Station - Camera(s)

12 Views

Last edit was seconds ago

Add layer Share Preview

Camera Network

Individual styles

Camera 1&2 Pole

EQ and Power

Office / INET / WIFI Bridge A

Aerial Network Cable

Camera 1 - Yard

Camera 2 - Ingress

Camera 3 - Yard 2

Camera 4 - Compactors

Camera 5 - Recycling 1

Camera 6 - Recycling 2

Base map



OPTION 2

Lyman Transfer Station - Camera(s)
12 views
Last edit was seconds ago

Add layer Share Preview

Camera Network

Individual styles

- Camera 1&2 Pole
- EQ and Power
- Office / INET / WIFI Bridge A
- Aerial Network Cable
- Camera 1 - Yard
- Camera 2 - Ingress
- Camera 3 - Yard 2
- Camera 4 - Compactors
- Camera 5 - Recycling 1
- Camera 6 - Recycling 2

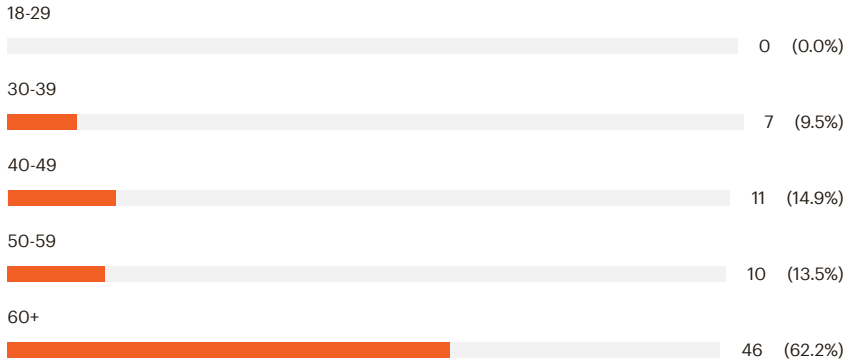
Base map



All Responses

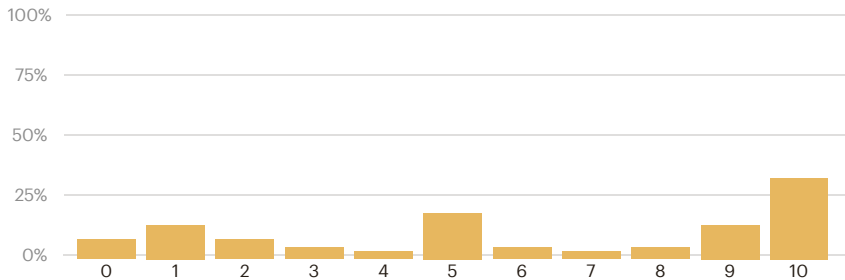
Question 1 has 74 answers (Radio Buttons)

“What age group are you in?”



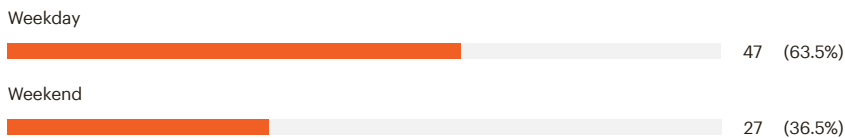
Question 2 has 74 answers (Range) Avg rating: 6.0

“How likely are you to attend an Annual Town Meeting?”



Question 3 has 74 answers (Radio Buttons)

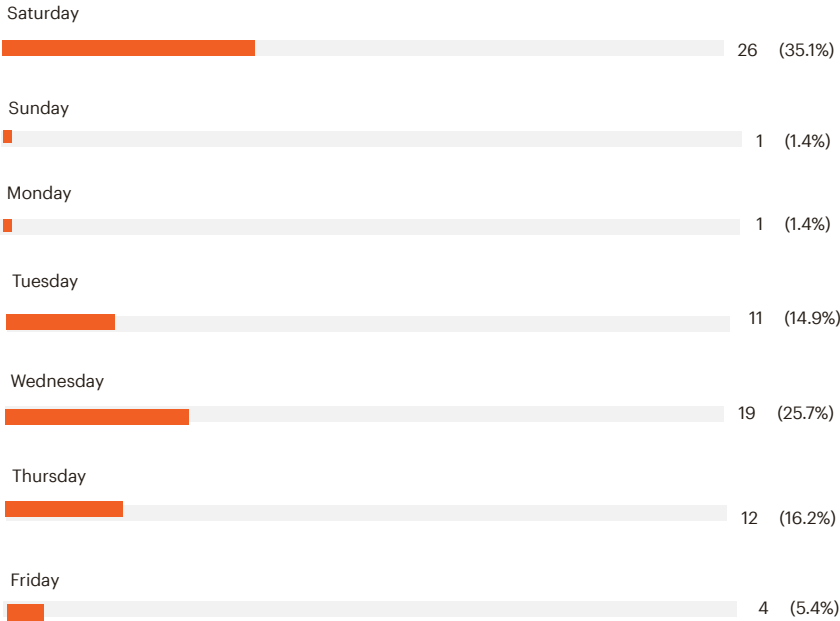
“Would you prefer attending a Town Meeting on a Weekday or a Weekend?”



Feedback

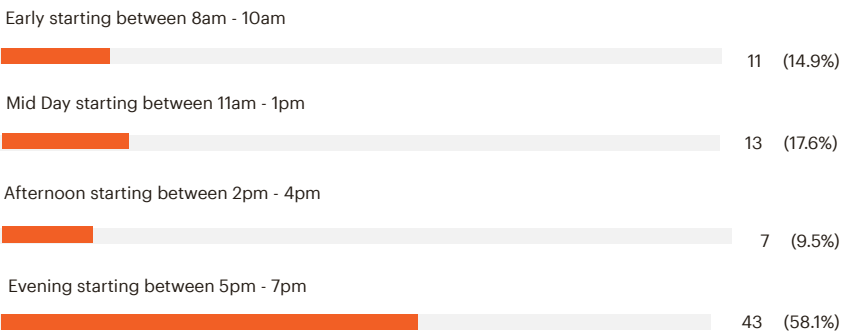
Question 4 has 74 answers (Radio Buttons)

“What day of the week would you most prefer to attend Town Meeting”



Question 5 has 74 answers (Radio Buttons)

“What time frame of day would you most prefer to attend Town Meeting?”



Question 6 has 12 answers (Open Text)

“Provide any other feedback you feel would be helpful. ”

"The current platform in which the town holds the annual meetings is very out dated and makes it very difficult if not impossible for both parents of kids within the town to attend limiting a voters voice due to their obligations to their family. Also Having a meeting during a week night when work typically goes till 5 or starts the next morning at 6:30 is also not feasible especially when the meetings run 3 hours long.

To solve this issue I believe the town should adopt a remote participation policy for the annual town meeting. Therefore people can weigh in and participate while also being able to complete their obligations as a parent or professional. Pertaining to the voting portion, I believe it should either be done via ballot which would follow the meeting on a separate day or the town should investigate how individuals can vote remotely in a secure way during the meeting.

With approximately 4500 people living in Lyman I do not believe it to be ethically correct or right for the town to allow so many crucial items to be voted on by only 60 or 70 individuals. Especially if the reason for certain individuals not attending is out of their control such as family and work obligations. Therefore a change is Necessary if not required so that the towns true voice can be heard.

With all this said I voted 2 for my likelihood of attending a meeting in person due to my obligations at home but if remote participation was allowed I would change my vote to a 9.

Thank you for your time. "

"The current way the town holds in person annual meeting /voting does not allow for both parents in a household to be present and have their voices heard. The voting should not occur live as it does not allow for all taxpayers (male and female) to have a voice equally. "

"If it's during the weekday perhaps an evening time is best. If on a weekend, then the morning is best, so it doesn't cut into the day. We used to have them on Saturdays at 1:00 and we had very few people show up. Thursday evenings seem to work except for second shift workers, however we certainly cannot meet everyone's schedule."

"I think keeping the town meeting during the week is best as most weekends people have plans that may include leaving town. Also advertising the town meeting more may help attendance - explain that it is how they can participate in how their taxes dollars are spent. "

"Please explore a new moderator. The current moderator has proven to be very biased "

"To many graduations and weddings on the weekends in June. That's why it was changed. Stick to week night."

"You want people to attend. Have some drawings at the end of the meeting. Maybe a free car registration, or free dog or transfer station pass. Think outside the box. It may help more people to become involved."

"The day of the week and the time of day really does not matter, thank you."

"Get a new moderator! The one the town has used for years is biased."

"The way things are done are fine now. As you all see the only time people show up is to have a melt down. Keep up your good work and you all are appreciated thank you"

"and I'm also fine with the town meeting on a weekend, but didn't have that as an option"

"It would be nice to have a potluck hour before the meeting. If someone wants to participate they bring a dish to share and if not they just show up for the meeting. I think it would be nice to visit with neighbors before so we all remember we're friends during the meeting. It would be nice to have activities set up and a kids area, away from the meeting for those who have children but still want to participate. "

ITEM #7: (f.) Bunganut Ticket Booth Quote



Bob Duling
74 Munnick Point Rd
ME 04002

Estimate

Date	Estimate #
5/17/2024	2122

Name / Address
Town Of Lyman 11 South Waterboro Rd Lyman, Me04002

Project

Description	Qty	Rate	Total
1 7 ft counter		180.00	180.00
1 2 ft couter		109.00	109.00
trim		40.00	40.00
Labor		520.00	520.00
		Total	\$849.00