

Town of Lyman
Select Board Regular Meeting Agenda
Tuesday September 3rd, 2024 – Lyman Town Hall

Welcome to the September 3rd, 2024 Regular Meeting of The Lyman Select Board.
This meeting is a public proceeding and is being recorded.

PLEDGE OF ALLEGIANCE

ITEM #1 **SPECIAL OFFERS/ PRESENTATIONS**

- a. MDOT – presentation on 4-way intersection proposal at Rt. 35 & S. Waterboro Rd8

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

ITEM #3 **MINUTES**

- a. Review / Approve meeting minutes 8/19/2024

ITEM #4 **SIGN WARRANTS**

- a. Payroll Warrant #8 in the amount of **\$52.51**
- b. Payroll Warrant #9 in the amount of **\$32,308.01**
- c. Accounts Payable Warrant #55 (FY2024) in the amount of **\$21,763.37**
- d. Accounts Payable Warrant #10 (FY2025) in the amount of **\$815,180.11**

ITEM #5 **UNFINISHED BUSINESS**

- a. Franchise Agreement, Updates if any
- b. Josh Eon – Discussion regarding Town Property Logging Effort
- c. Kennebunk Pond – Request for Additional Funds for the Flashing Beacons
- d. RFP – Winter Maintenance Transfer Station, Open Bids
- e. Discussion, FEMA Flood Plain Management Ordinance extension of 90-day emergency enactment

ITEM #6 **DEPARTMENT AND COMMITTEE REPORTS**

- a. Fire Chief – All Hands
- b. Treasurer Expense Report
- c. Assessor – Summary Tax Commitment
- d. ECO ME Rep, Amber Swett – Update on proposal for Municipal composting project
- e. Planning Board – Quarterly Report FY 2024, 4th Quarter

ITEM #7 **NEW BUSINESS**

- a. Discussion – Day Road, request to lower speed & weight limits.
- b. Review/ Approve Order for Referenda November 5, 2024
- c. Review/ Approve Warrant for Special Town Meeting November 5, 2024
- d. Appointment – Warden for November 5, 2024 General Election
- e. Committee Applicants
 - Giving Committee
 - Planning Board
- f. Cemetery Committee – Request for expendable account for fundraising events.
- g. RFP – Repairs & Maintenance for Loader Equipment, schedule open bid date.
- h. Schedule Workshop in October – Review for YMCA contract, End date October 30, 2024

Executive Session

- 1 M.R.S.A §405 (E) Consultation of legal counsel.
- 1 M.R.S.A §405 (A) Discussion regarding personnel matters.

OTHER

ADJOURN

Lyman – Intersection of Route 35 & South St./ South Waterboro Road

Background Safety/Mobility Analysis

September 3, 2024 – Town of Lyman

SAFETY PROBLEMS

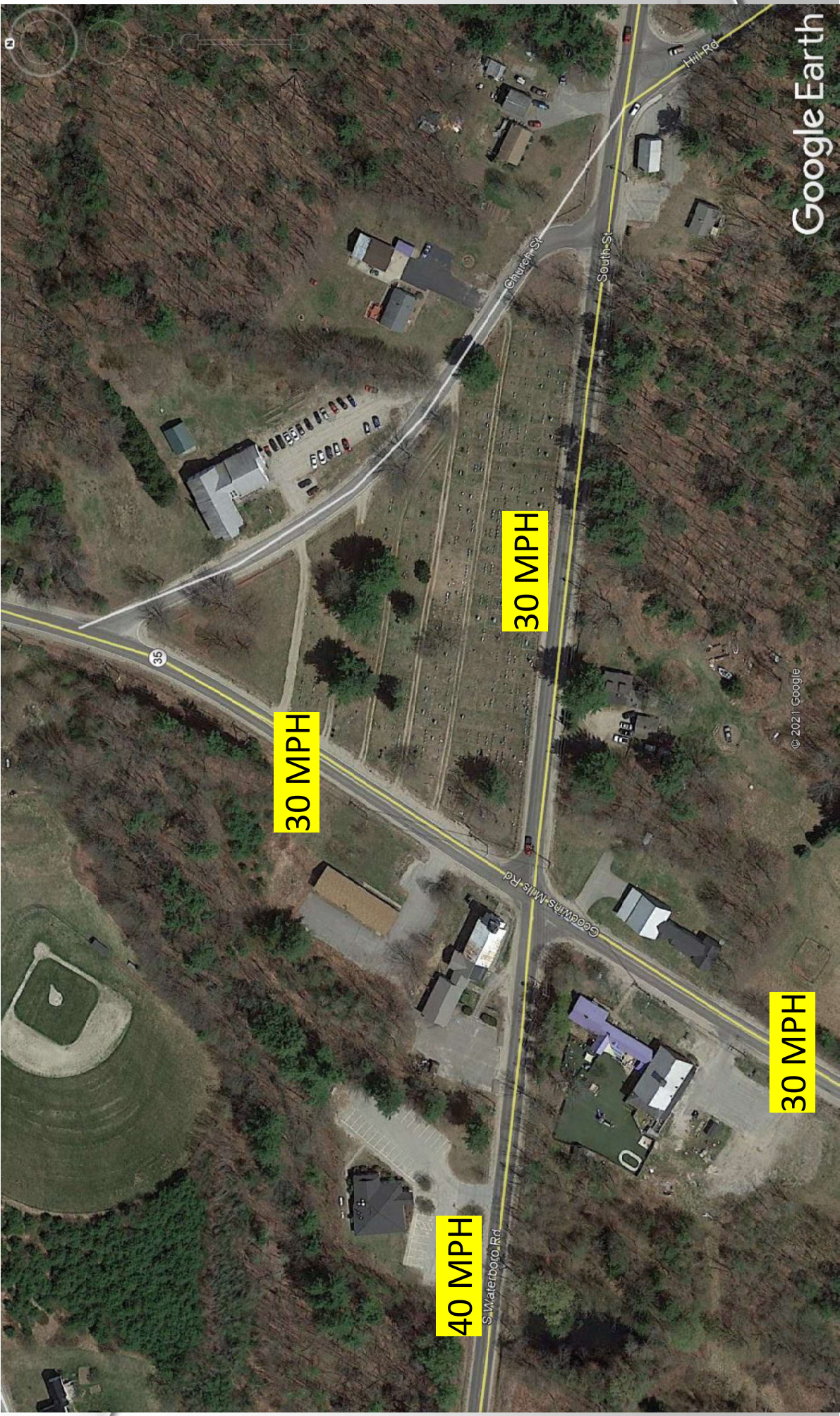
- **HISTORY OF BEING CRASH PROBLEM**
- **TYPES OF CRASHES**
- **SEVERITY OF CRASHES**
- **SKEWED INTERSECTION**





© 2021 Google

Google Earth



© 2021 Google

Google Earth



Search...

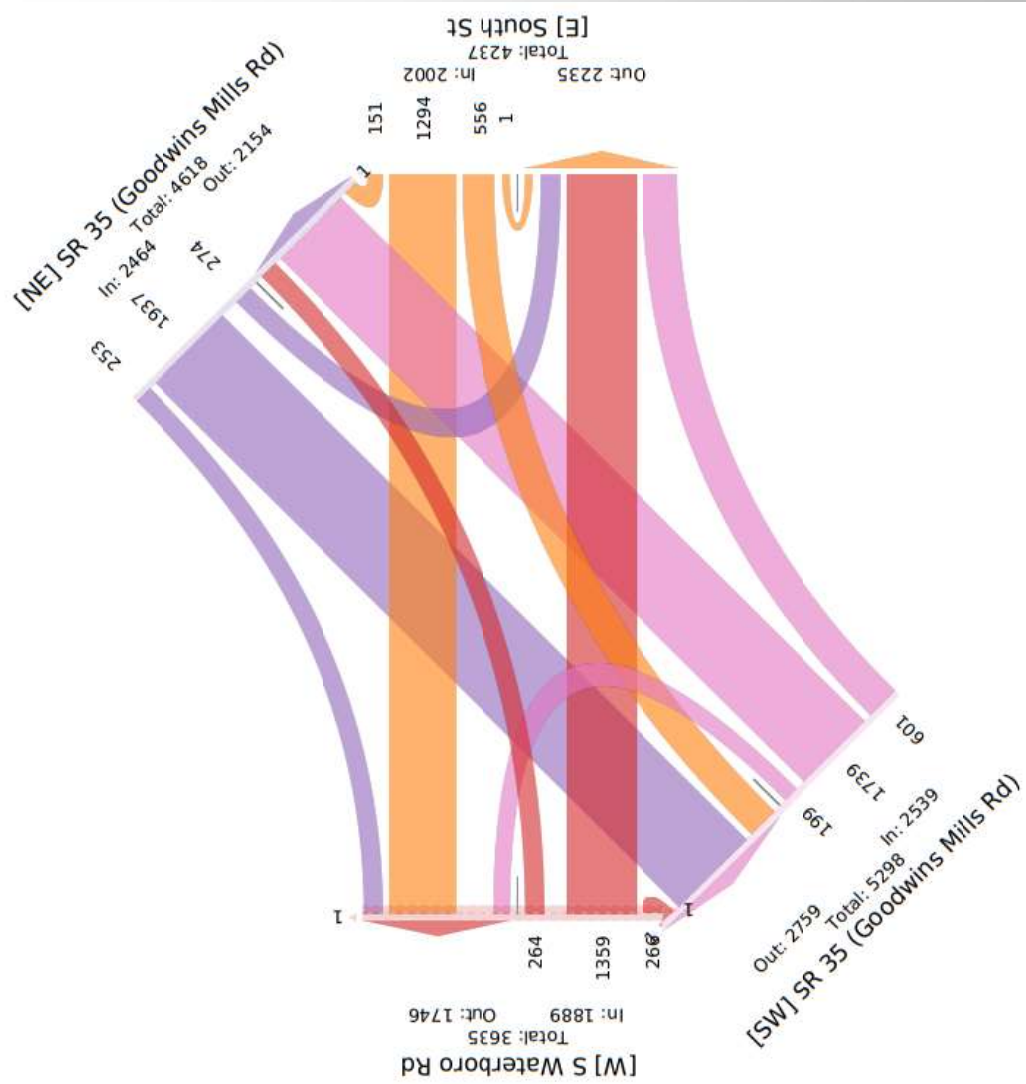


Scale: 1:711

40ft

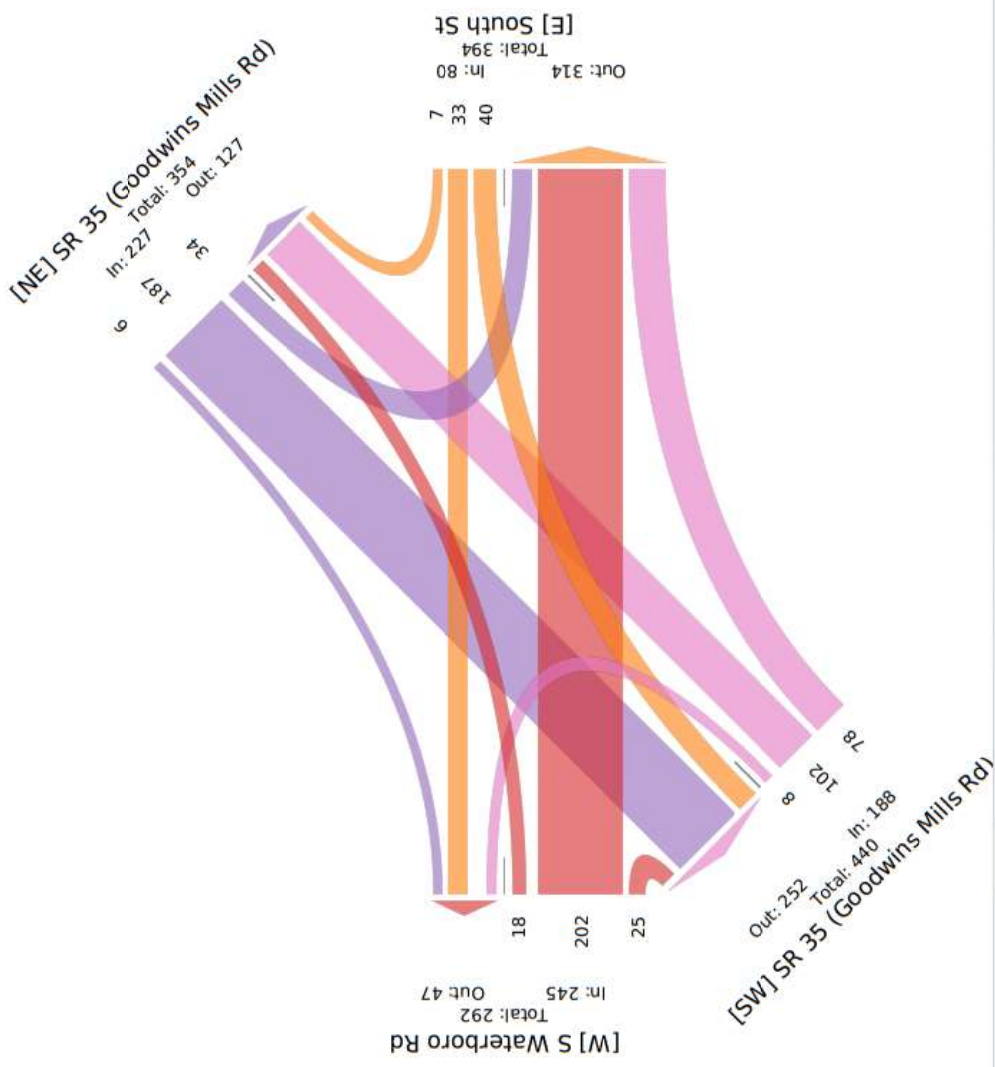
Mon Jun 17, 2024
Full Length (12 PM-12 AM, 12 AM-12 PM (+1))
All Classes (Motorcycles, Lights, Single-Unit Trucks, Articulated Trucks, Buses, Pedestrians,
Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1202547, Location: 43.505302, -70.583788, Site Code: 000031170452

16 SHS, 24 Child Street,
Augusta, ME, 04333, US



Provided by: Maine DOT
16 SHS, 24 Child Street,
Augusta, ME, 04333, US

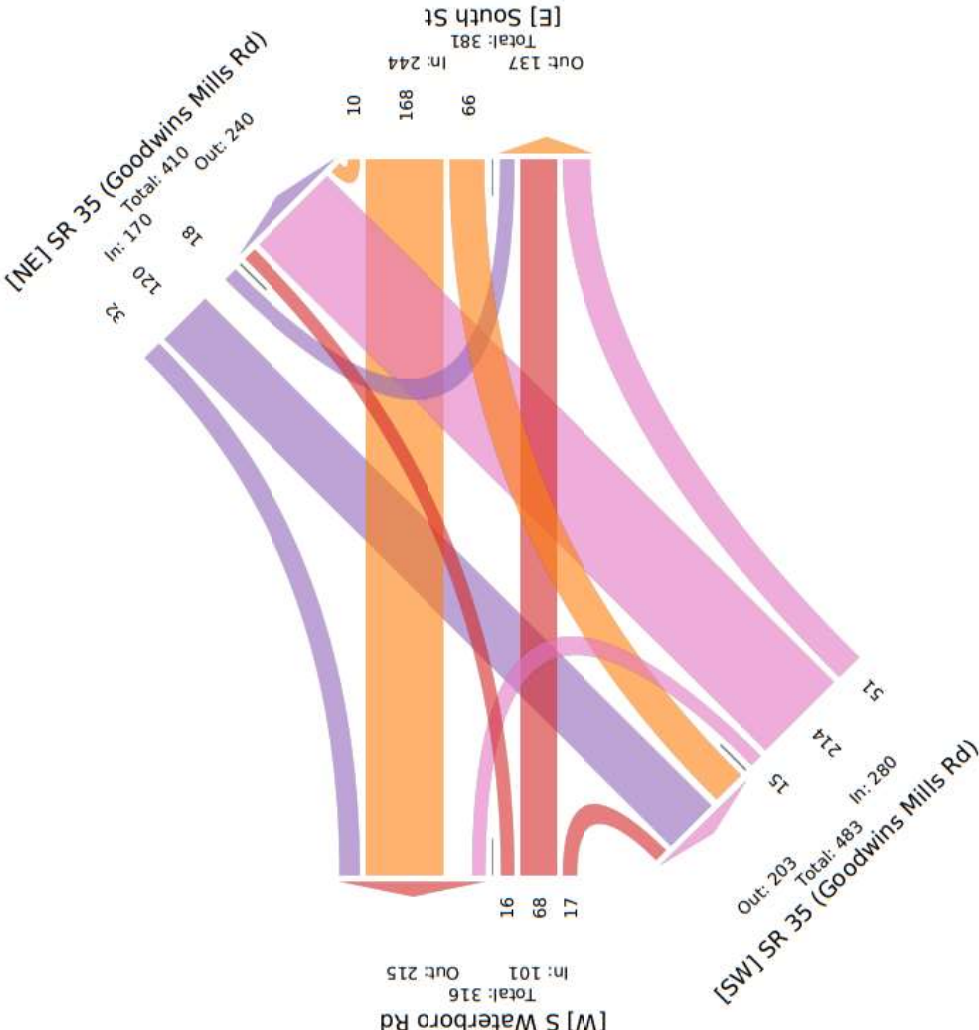
Lyman - SR 35 (GOODWINS MILLS RD), South St... - TMC
Tue Jun 18, 2024
AM Peak (Jun 18 2024 7AM - 8 AM)
All Classes (Motorcycles, Lights, Single-Unit Trucks, Articulated Trucks, Buses, Pedestrians,
Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1202547, Location: 43.505302, -70.583788, Site Code: 000031170452



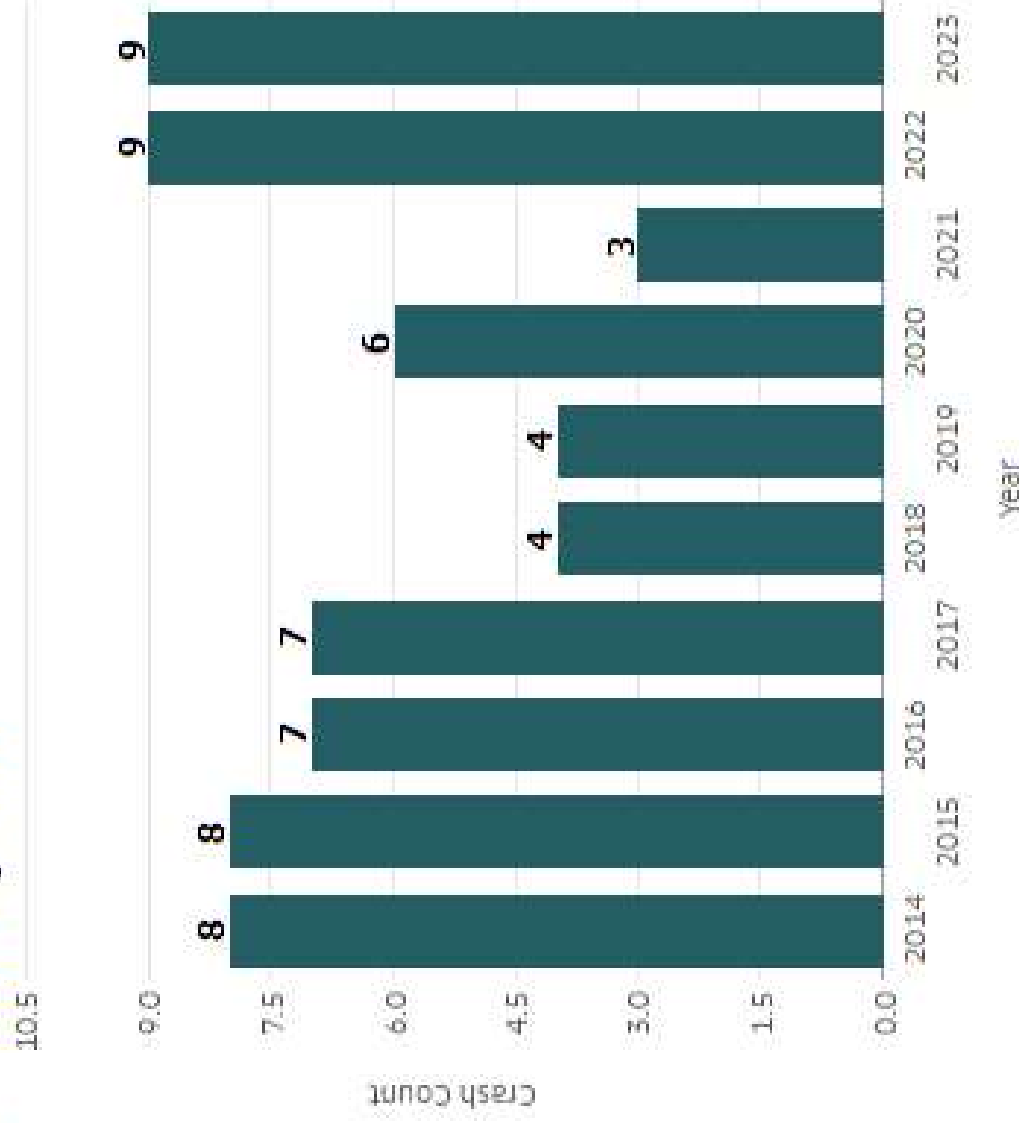
Lyman - SR 35 (GOODWINS MILLS RD), South St... - TMC

Mon Jun 17, 2024
PM Peak (Jun 17 2024 4PM - 5 PM) - Overall Peak Hour
All Classes (Motorcycles, Lights, Single-Unit Trucks, Articulated Trucks, Buses, Pedestrians, Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1202547, Location: 43.505302, -70.583788, Site Code: 000031170452

Provided by: Maine DOT
16 SHS, 24 Child Street,
Augusta, ME, 04333, US

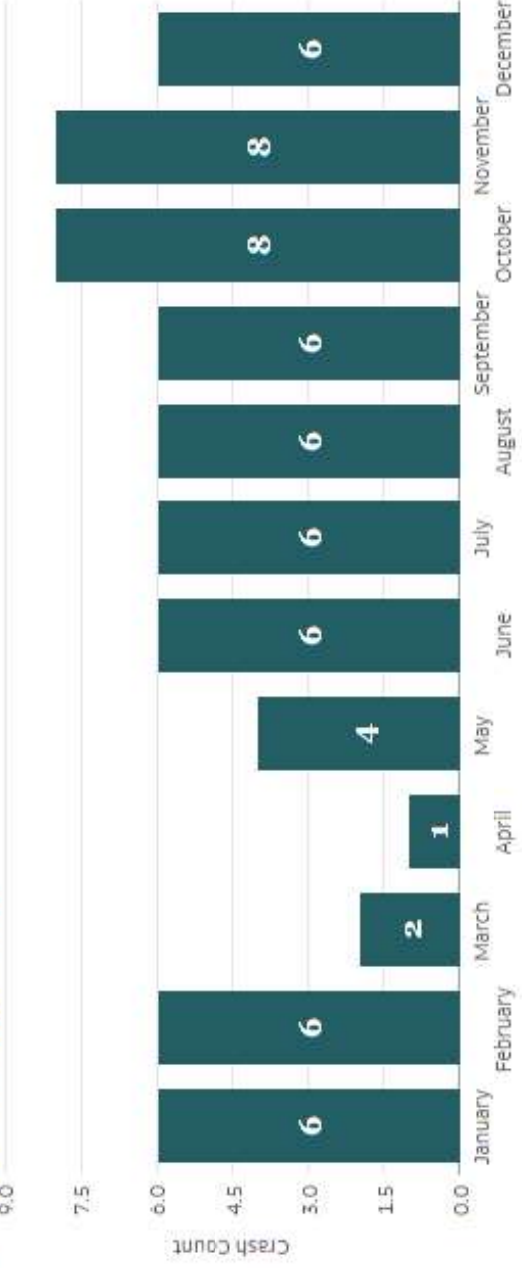


Crashes By Year



Year	Injury Crash Count	% Injury	B	C	PD	Number of Crashes
2014	1	12.50%		1	7	8
2015	4	50.00%	1	3	4	8
2016	4	57.14%	3	1	3	7
2017	3	42.86%		3	4	7
2018	3	75.00%	1	2	1	4
2019	1	25.00%	1		3	4
2020	2	33.33%		2	4	6
2021	1	33.33%	1		2	3
2022	1	11.11%		1	8	9
2023	3	33.33%	1	2	6	9
Crash Count			8	15	42	65

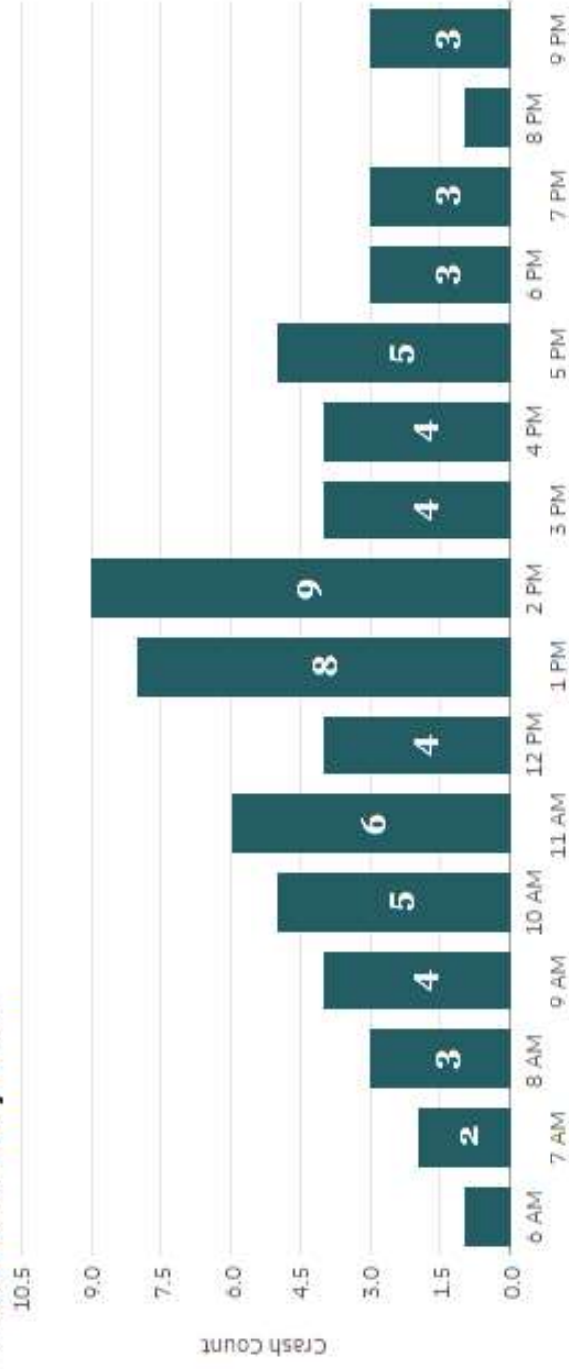
Crash Count By Month



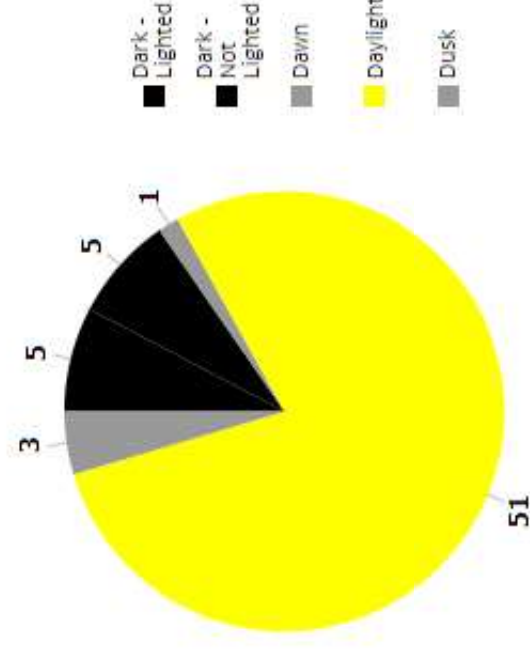
Crash Count By Day of Week



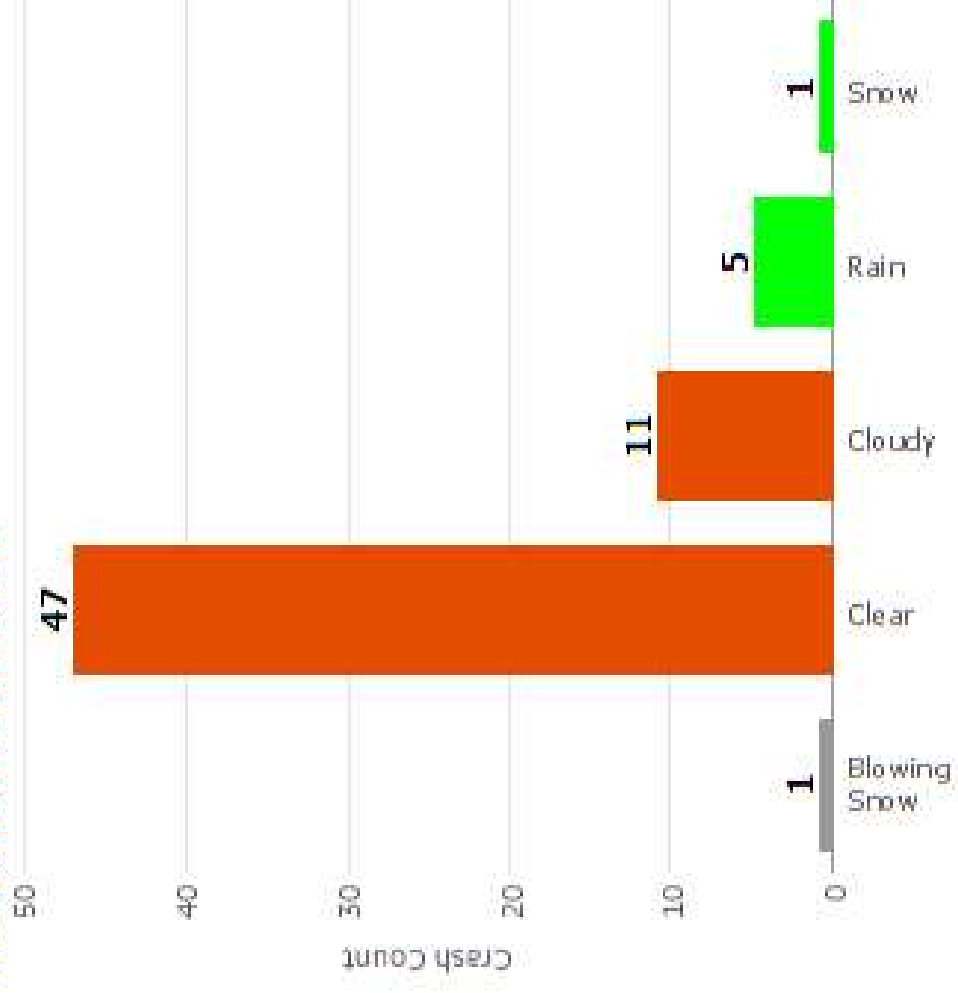
Crash Count By Hour



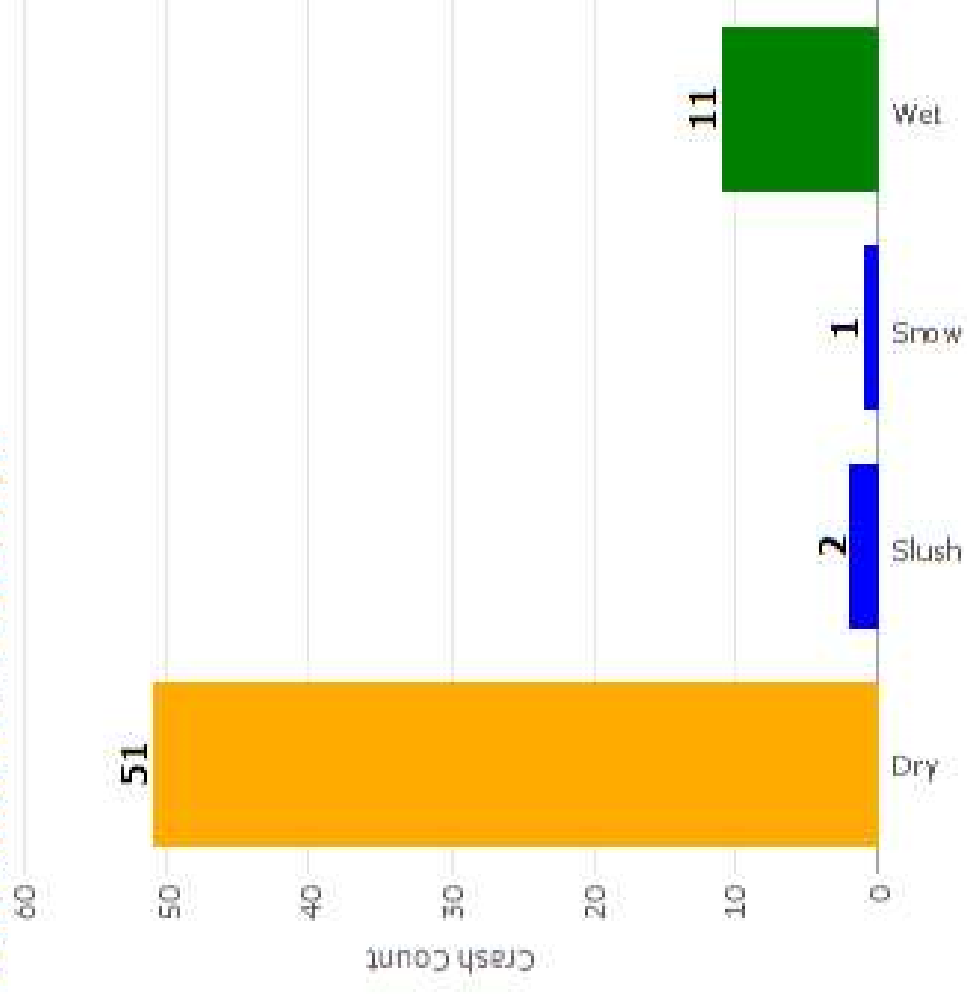
Light Condition



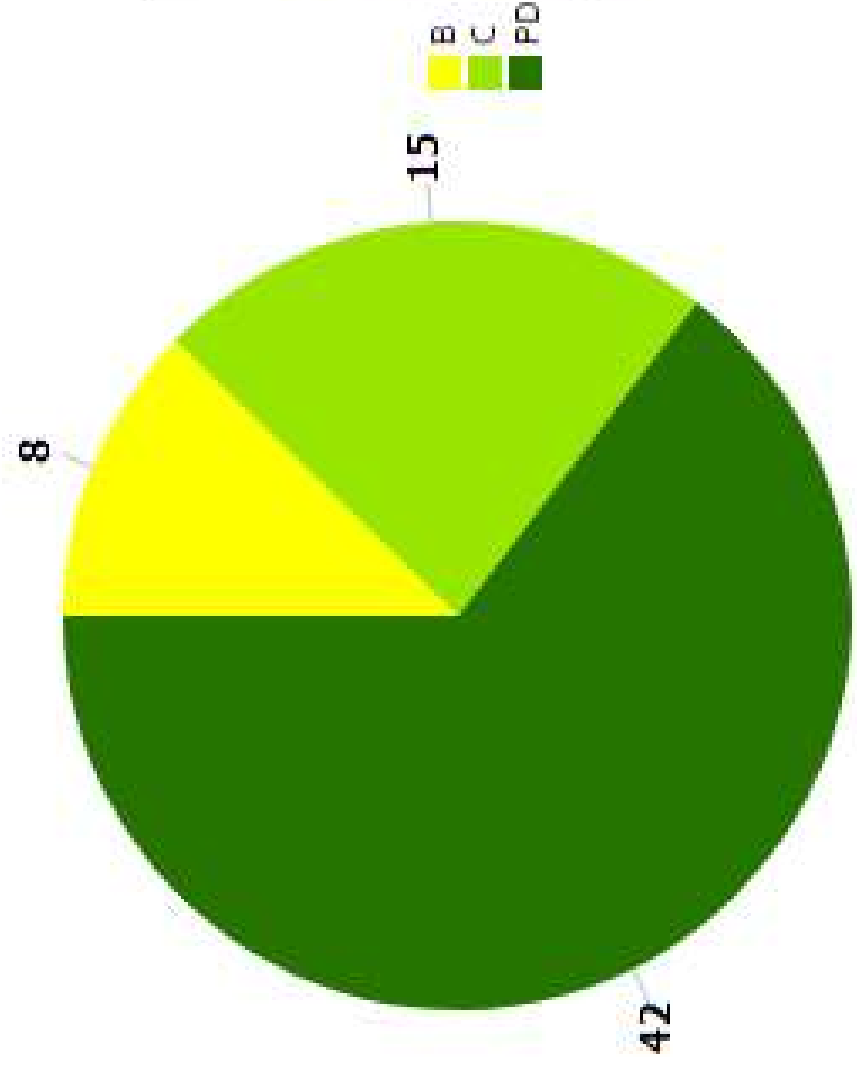
Weather Condition



Road Surface Condition

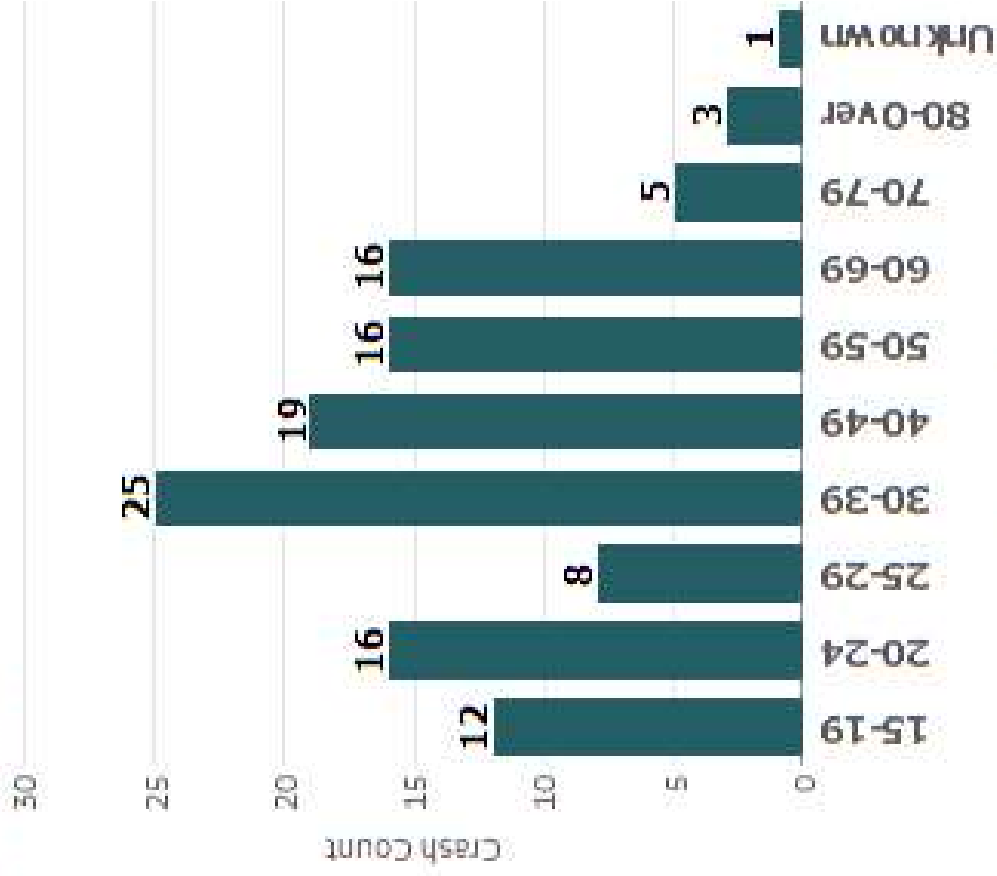


Injury Level

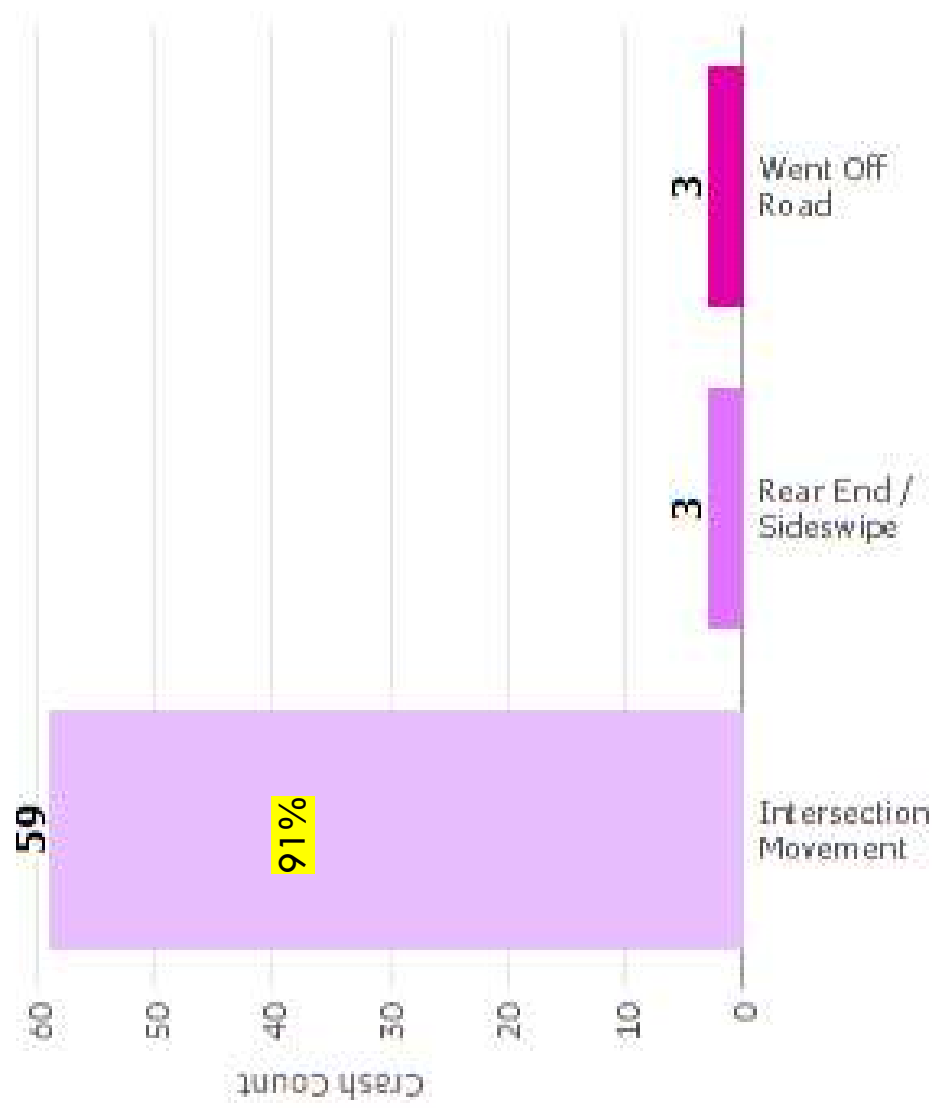


Injury Data		
Severity Code	Injury Crashes	Number Of Injuries
K	0	0
A	0	0
B	8	10
C	15	22
PD	42	0
Total	65	32

Driver Age



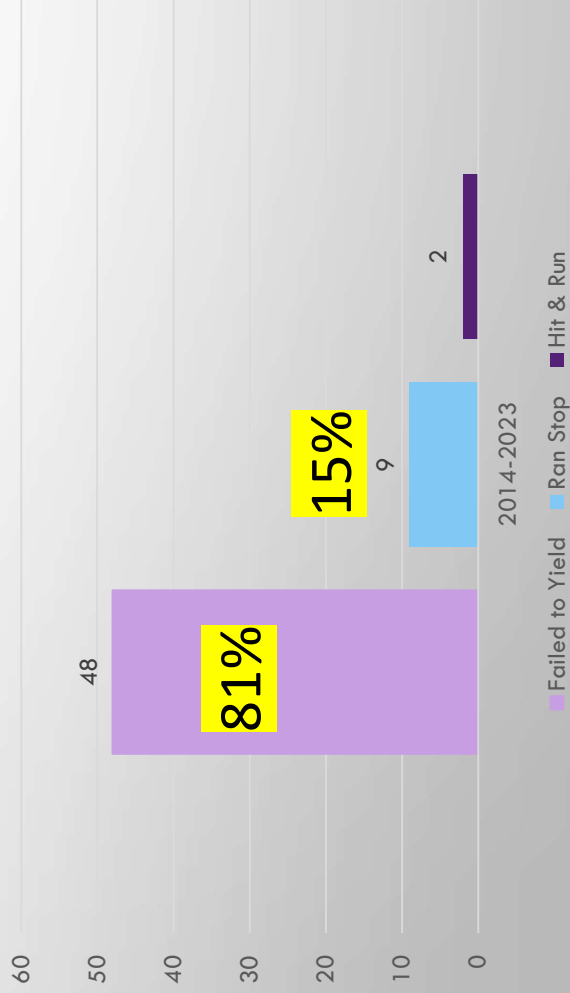
Crash Types: 2014-2023 10 Year Period 65
Crashes – 6.5 Crashes/Year



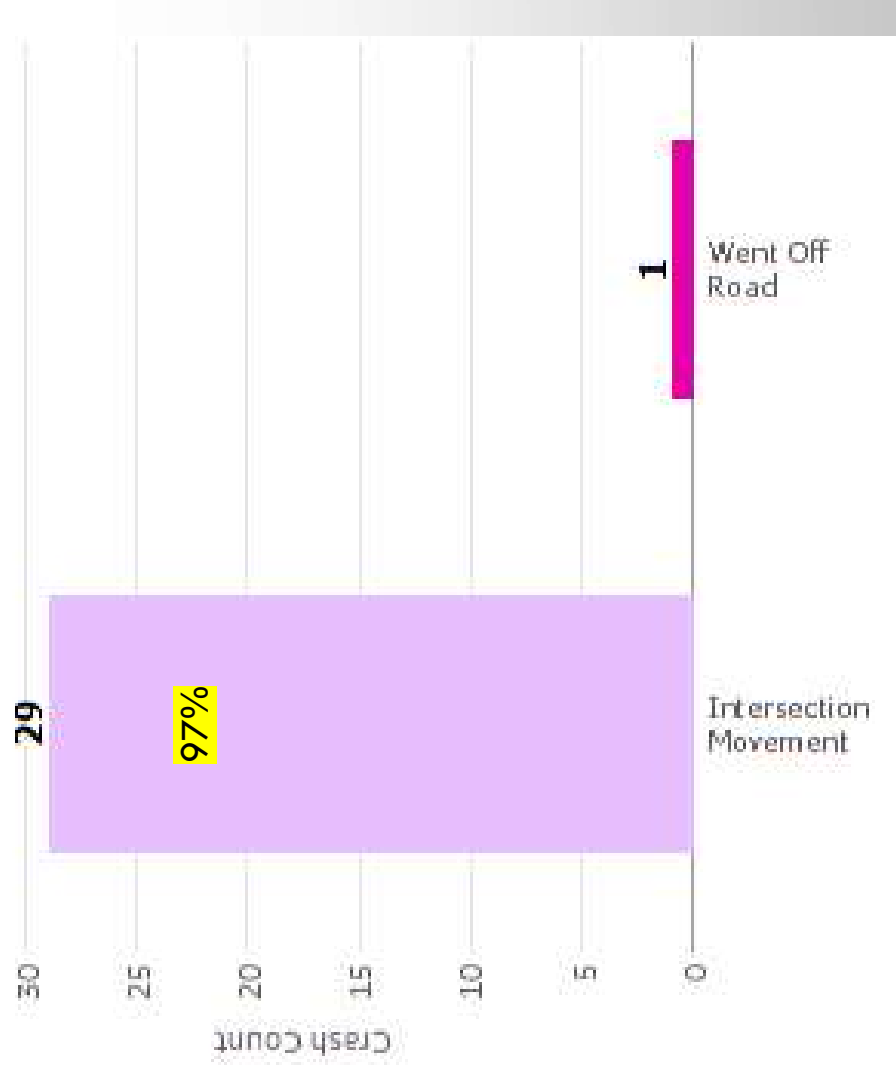
DRIVER ACTION BREAKDOWN OF INTERSECTION MOVEMENT CRASHES

JANUARY 2014 THRU DECEMBER 2023

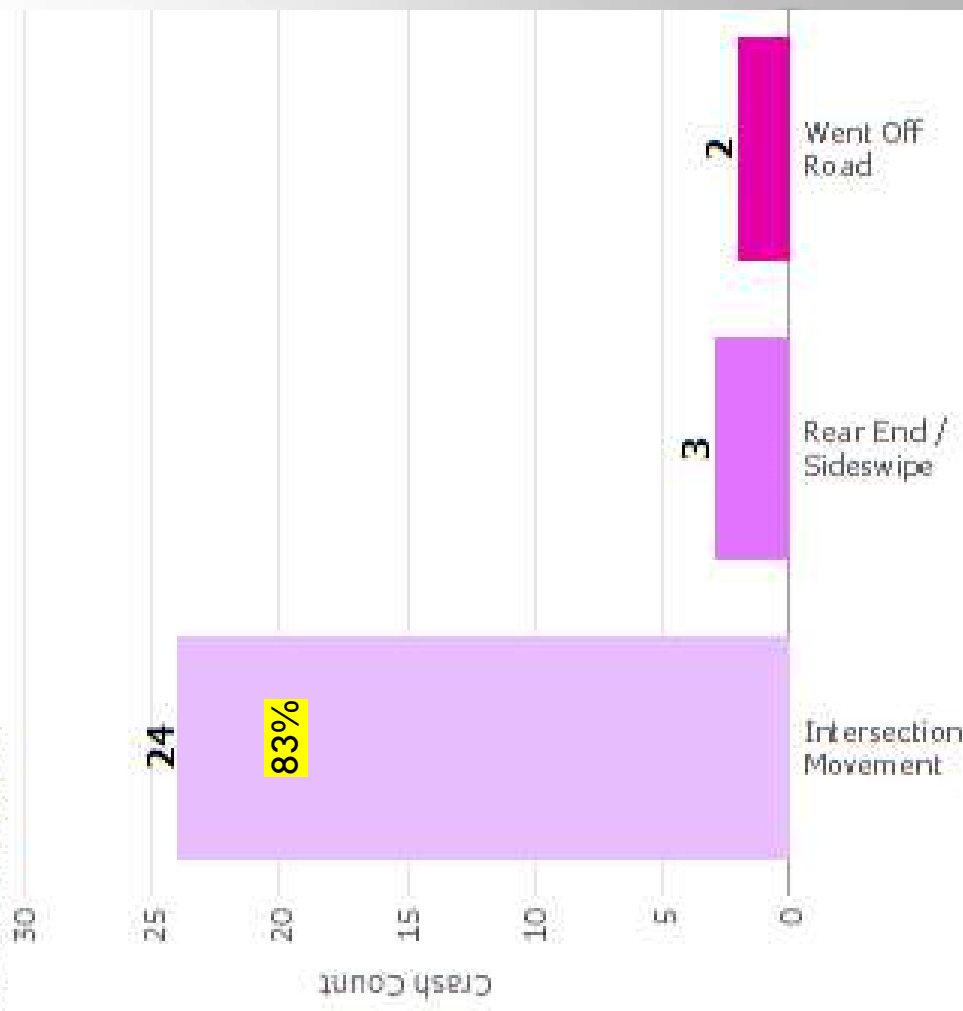
59 Intersection Movement Crashes



Crash Types: Nov. 2014 to June 2019 4.6 Year
Period 30 Crashes – 6.5 Crashes/Year



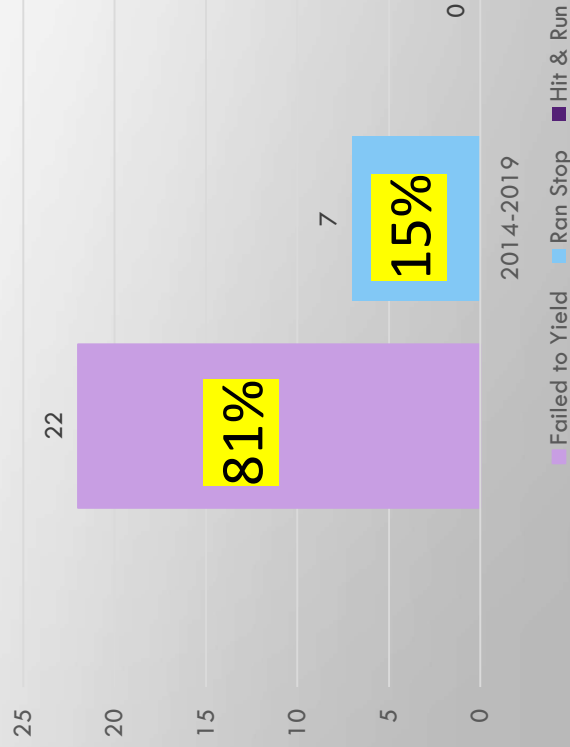
Crash Types: June 2019 to Dec 31, 2023
4.6 Year Period 29 Crashes – 6.3 Crashes/Year



DRIVER ACTION BREAKDOWN OF INTERSECTION MOVEMENT CRASHES

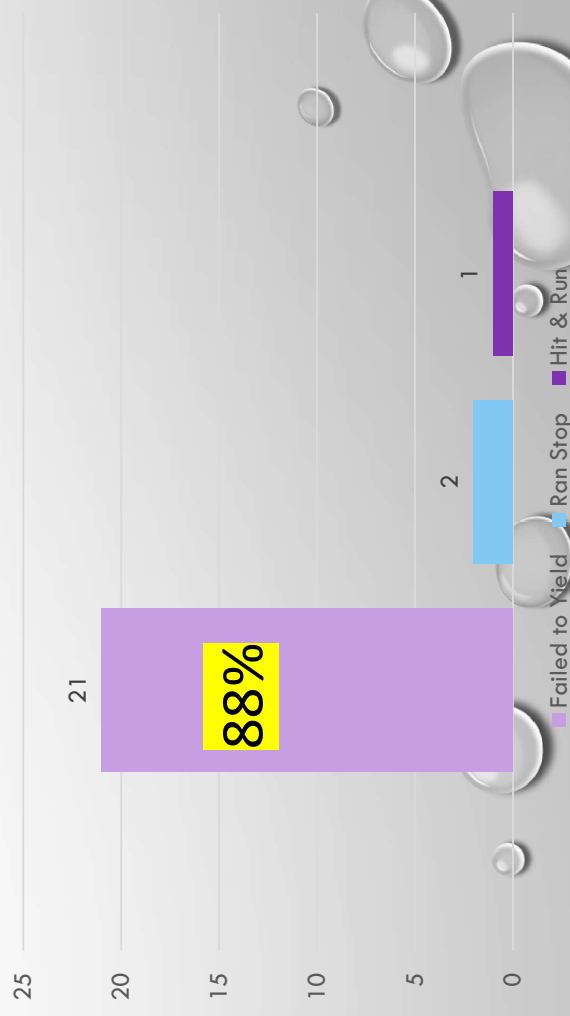
NOVEMBER 2014 TO JUNE 2019

29 Intersection Movement Crashes



JUNE 2019 THRU DECEMBER 2023

24 Intersection Movement Crashes



HIGH SPEED ANGLE CRASH SEVERITY

"Angle" Crash Severity By Intersection Speed Limit

	Injury %	K+A %	K+A+B %
25	25.96%	0.98%	6.30%
30	30.20%	1.49%	8.47%
35	31.65%	2.01%	9.53%
40	34.25%	2.53%	11.96%
45	40.68%	4.38%	15.82%
50	45.27%	5.55%	18.28%
55	35.4%	6.0%	15.4%

Route 35 & South Road intersection @ 30 mph

HIGH CRASH LOCATION HISTORY

Years	Number of Crashes	Critical Rate Factor
2021-2023	21	6.38
2020-2022	18	5.80
2019-2021	13	3.97
2018-2020	14	4.28
2017-2019	15	4.33
2016-2018	18	5.64
2015-2017	22	6.98
2014-2016	23	7.30
2013-2015	18	5.90
2012-2014	12	4.27
2010-2012	9	3.83
2009-2011	14	6.02
2008-2010	12	5.08
2007-2009	11	4.40
2006-2008	11	4.15
2005-2007	12	3.87
2004-2006	11	3.55

Lyman

Node: 53428

Study Period: 2021-2023

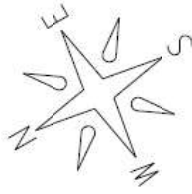
of Crashes: 21 / CRF: 6.38

Prepared by Office of Safety & Mobility
(MP 1/29/24)

South Waterboro Rd.

Rte. 35
Goodwins Mills Rd.

16384 6-11-23 10:33A D/C Fail To Yield
21243 7-28-22 2:50P D/C Fail To Yield
28928 10-10-22 11:44A W/R Fail To Yield
21857 8-21-21 10:38A D/C Fail To Yield
13079 5-1-23 10:23A W/CL Fail To Yield
10906 3-29-23 9:30A D/C Fail To Yield
7097 2-14-22 2:14P W/S Fail To Yield
16001 6-7-23 8:13A D/C Fail To Yield
30503 10-15-23 12:18P D/C Fail To Yield
36420 12-18-21 12:50P S/S Hit and run
24561 8-18-23 8:30P W/CL Speed/Ran stop sign
39126 12-28-22 2:24P D/CL Fail To Yield
27164 10-6-21 7:42A D/C Improper backing
26890 9-16-23 11:2A D/CL Reckless/O.J.U.L.



fence

STOP

did donut in rd

South St.

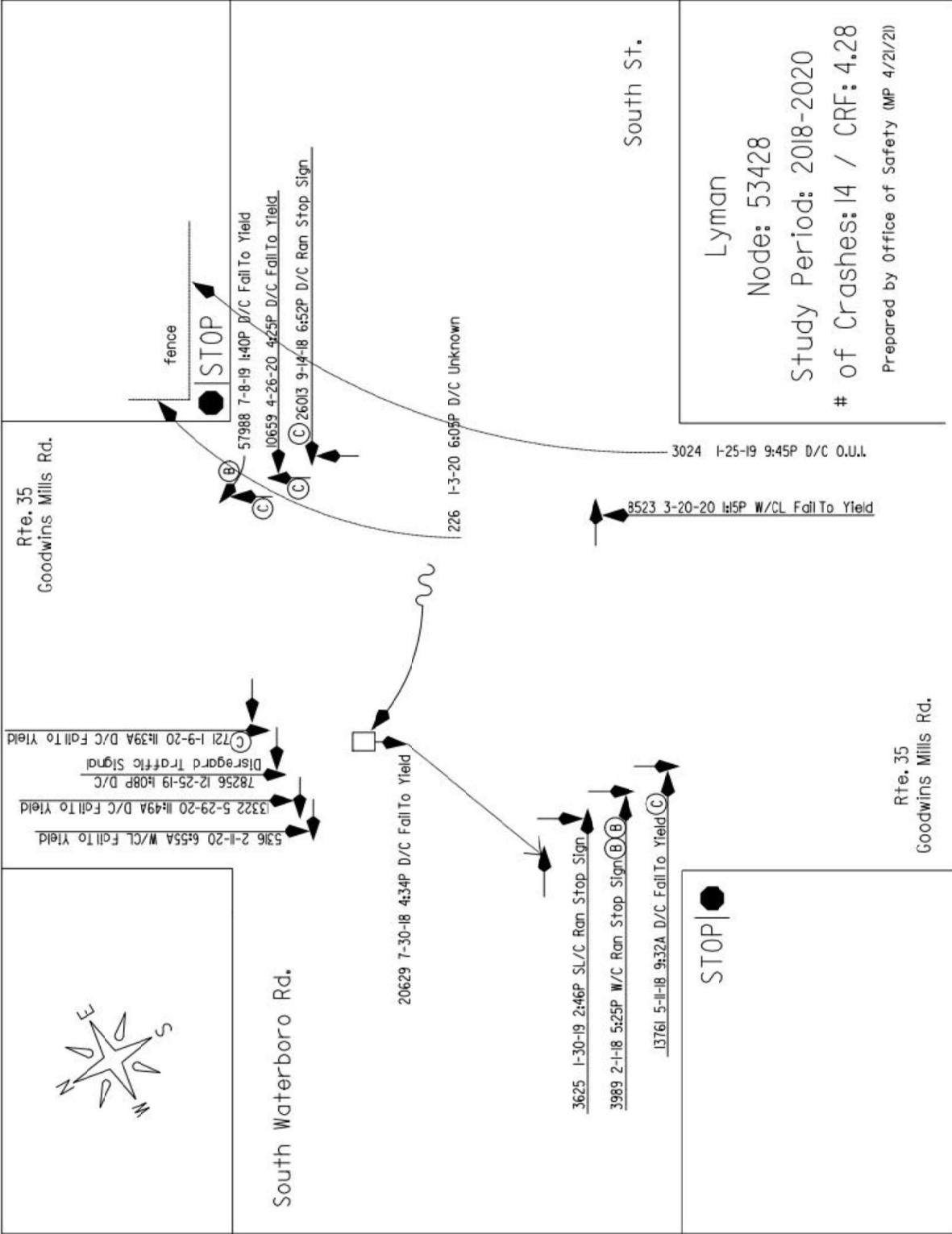
3914 11-9-22 5:52A D/C Driver Inattention
34522 11-6-22 9:24A W/R Fail To Yield
31822 11-2-22 7:43A D/C Fail To Yield

STOP

Rte. 35
Goodwins Mills Rd.

20445 7-13-22 5:48P D/C Fail To Yield
21054 7-25-22 10:50A D/CL Fail To Yield

tree





South Waterboro Rd.

Rte. 35
Goodwins Mills Rd.

STOP

22228 8-3-16 10:34A D/C Fall To Yield
47458 11-6-15 5:55P D/C Fall To Yield
35513 11-22-17 12:45P W/R Ran Stop Sign
38577 8-14-15 7:45P D/C Fall To Yield
30650 10-19-16 2:20P D/C Fall To Yield
6691 2-28-16 2:05P D/C Fall To Yield
23545 5-7-17 1:00P D/C Inattention

(B) 27391 9-28-16 8:43A D/C Fall To Yield
(C) 50066 1-29-15 5:46P D/C Ran Stop Sign
48313 1-10-15 5:30P D/C Ran Stop Sign
4753 12-31-17 1:45P D/C Fall To Yield
45808 10-23-15 1:50P D/C Fall To Yield
16905 6-7-17 9:54P D/C Fall To Yield
27941 7-3-17 4:45P D/C Improper Turn
(towed trailer hit car)

30468 10-15-16 3:22P D/C Fall To Yield
46292 10-27-15 8:57A D/C Fall To Yield
7115 2-20-15 9:30P D/C Fall To Yield

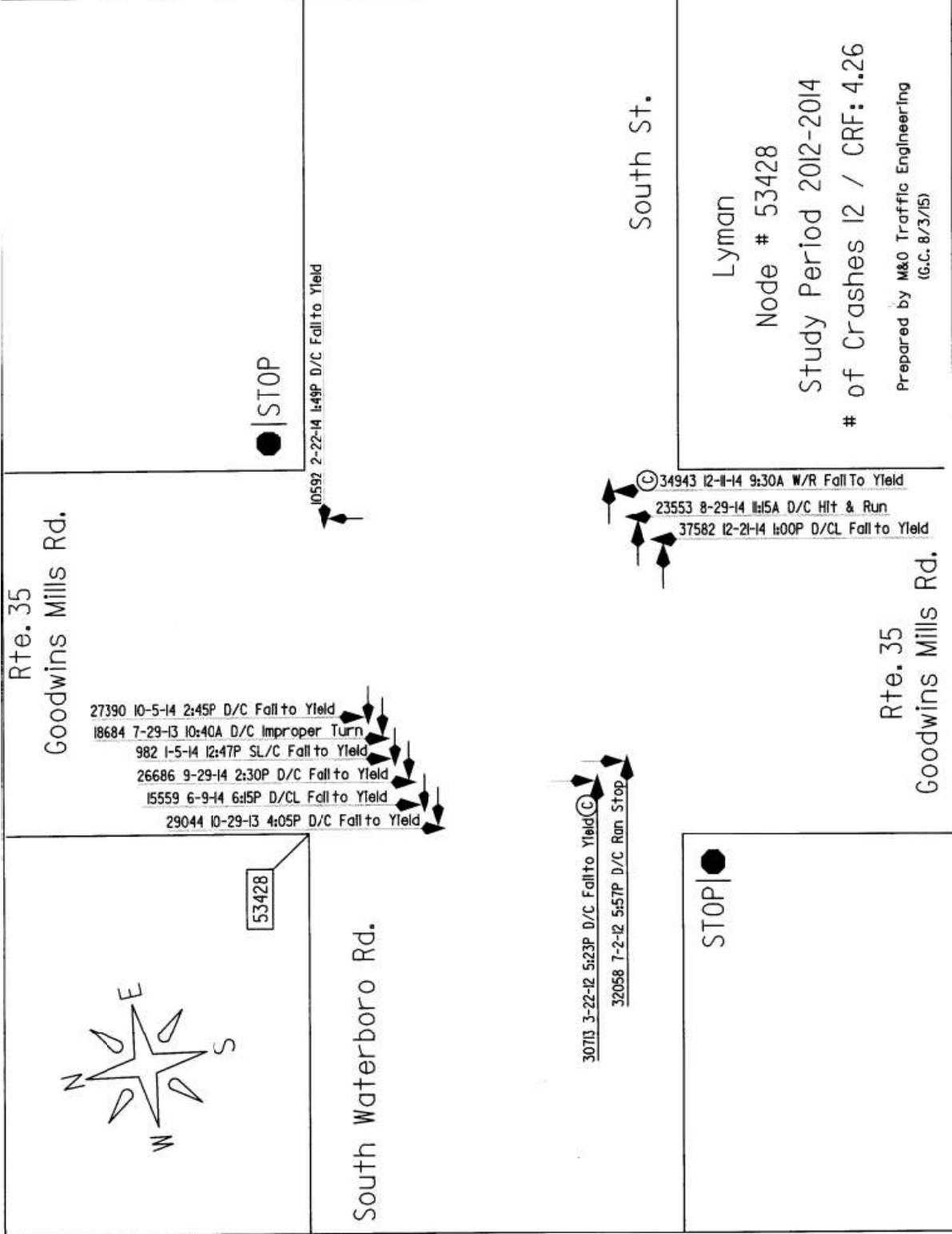
STOP

South St.

28297 9-15-17 4:36P D/C Fall To Yield
17189 6-6-17 11:30A W/R Fall To Yield
34925 11-28-16 3:01P D/C Fall To Yield
47935 11-14-15 3:52P D/C Fall To Yield
14826 6-1-16 1:27P D/C Ran Stop Sign

Lyman
Node: 53428
Study Period: 2015-2017
of Crashes: 22/CRF: 6.93
Prepared by M&O Traffic Engineering
(R.A. - 7/17/18)

Rte. 35
Goodwins Mills Rd.

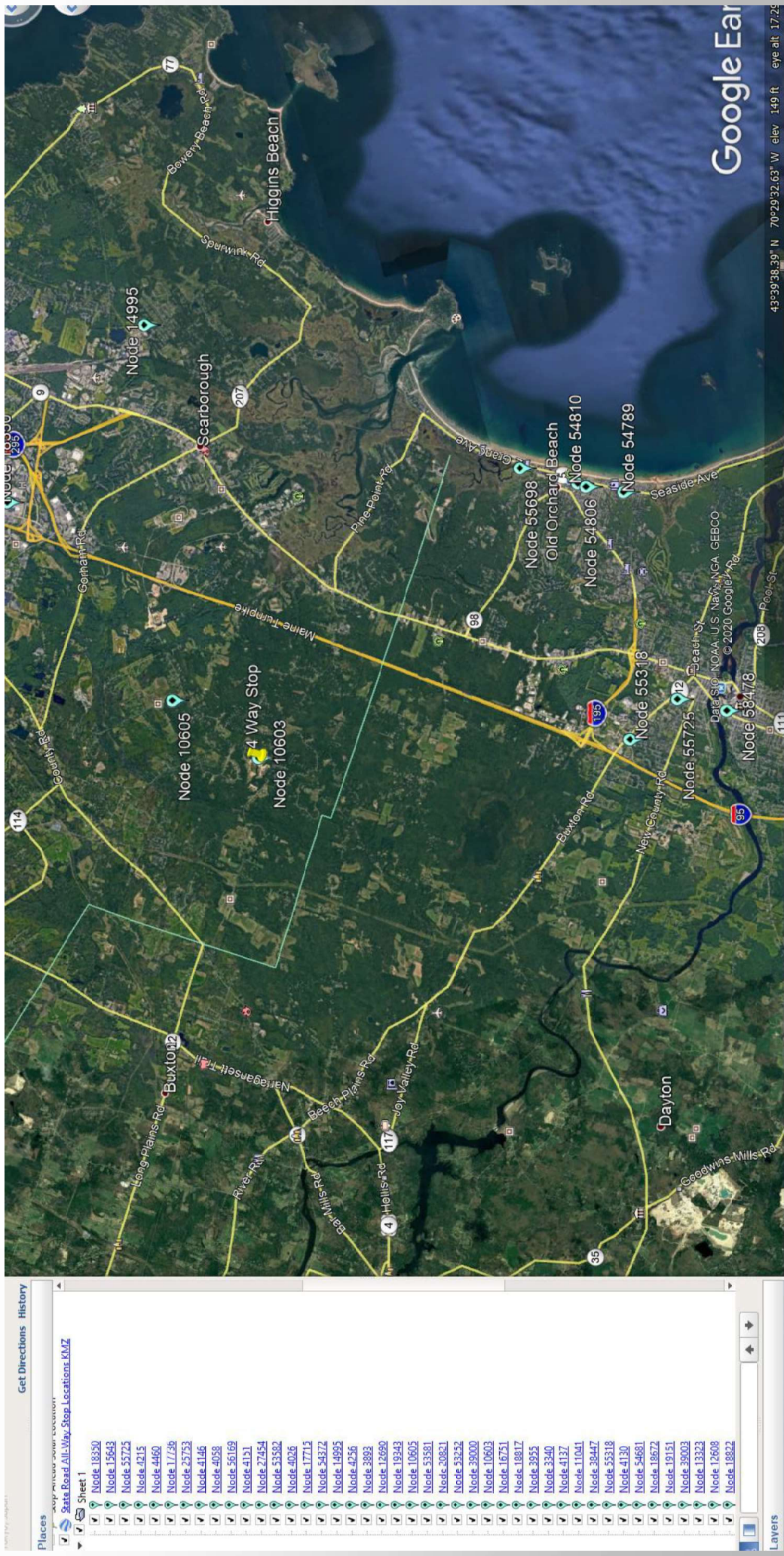




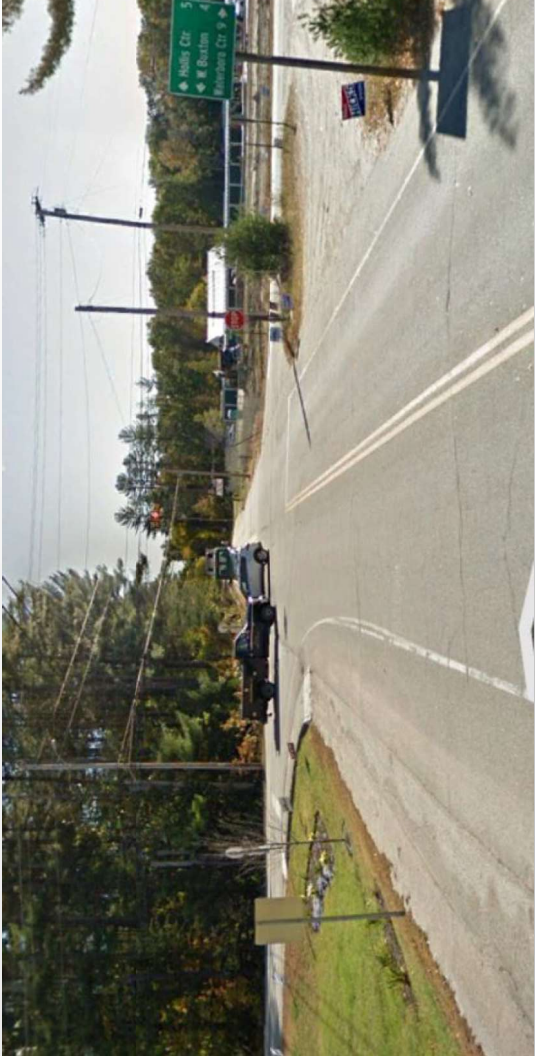
HOW AWS CAME TO BE CONSIDERED AS AN ALTERNATIVE?

- REVIEWED MAINE EXAMPLES
 - HISTORICAL DATA
 - RECENT EXAMPLES
- NATIONAL STUDIES
 - NORTH CAROLINA MEETING/STUDY

ALL-WAY STOP LOCATIONS



OLDER EXAMPLE OF AWS



NEWER TYPE INSTALLATIONS



HISTORICAL MAINE BEFORE / AFTER

- CRASH REDUCTION = 53%
- INJURY CRASH REDUCTION = 74%
- CRASH COST REDUCTION = 92%

NATIONAL CRASH REDUCTION CONVERT TWO-WAY TO ALL-WAY STOP CONTROL

- CRASH REDUCTION = 82%
- INJURY CRASH REDUCTION = 87%

Safety Study Results (2010 Data)

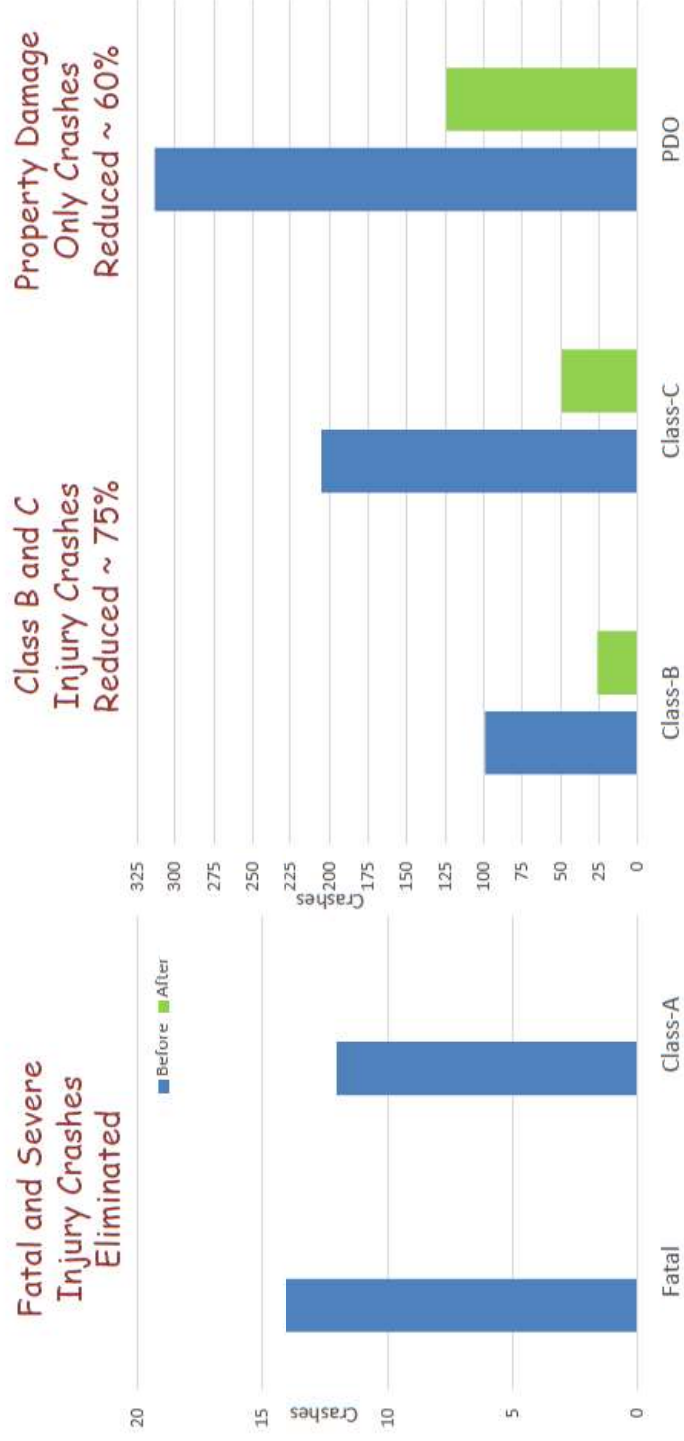
- Safety study of over 50 intersections in NC converted from 2-way stop to AWS.
- The study included a diverse group of four-leg intersections converted to AWS in urban, suburban, and rural areas (included some locations outside of Spot Safety).
- Intersections with a range of volumes and approach speeds were included.
- The study was comprised of locations both with and without overhead and/or sign mounted flashing beacons.
- The overall results indicate a:

68% Reduction in Total Crashes
77% Reduction in Fatal and Injury Crashes
75% Reduction in Frontal Impact Crashes

There appears to be an even greater crash reduction at higher speed (45-55 mph) AWS sites.

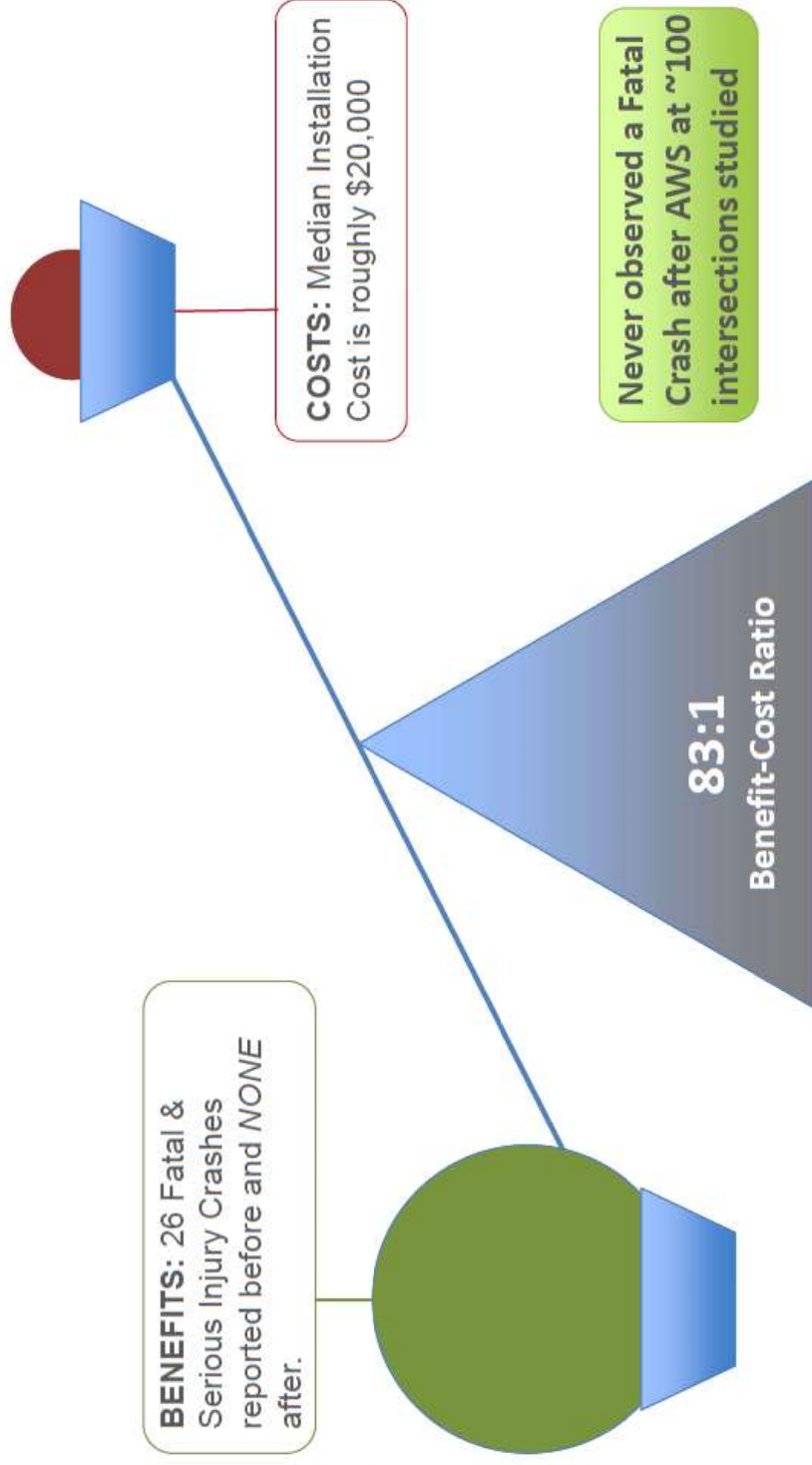
Crash Severity (2020 Data)

36 AWS Spot Safety Projects at 4-leg Intersections with Before & After Crash Data



Cost and Benefits (2020 Data)

36 AWS Spot Safety Projects at 4-leg Intersections with Before & After Crash Data



Casco Conversion – Route 11 / Route 121

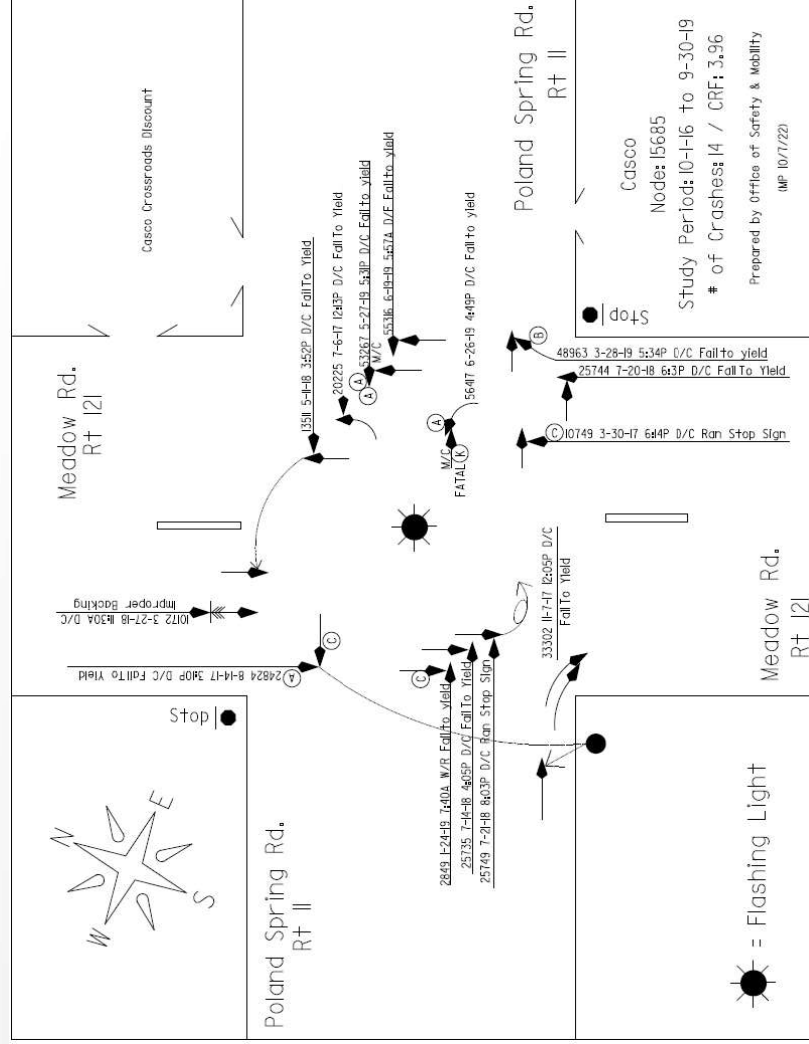
CONVERTED OCTOBER 2019



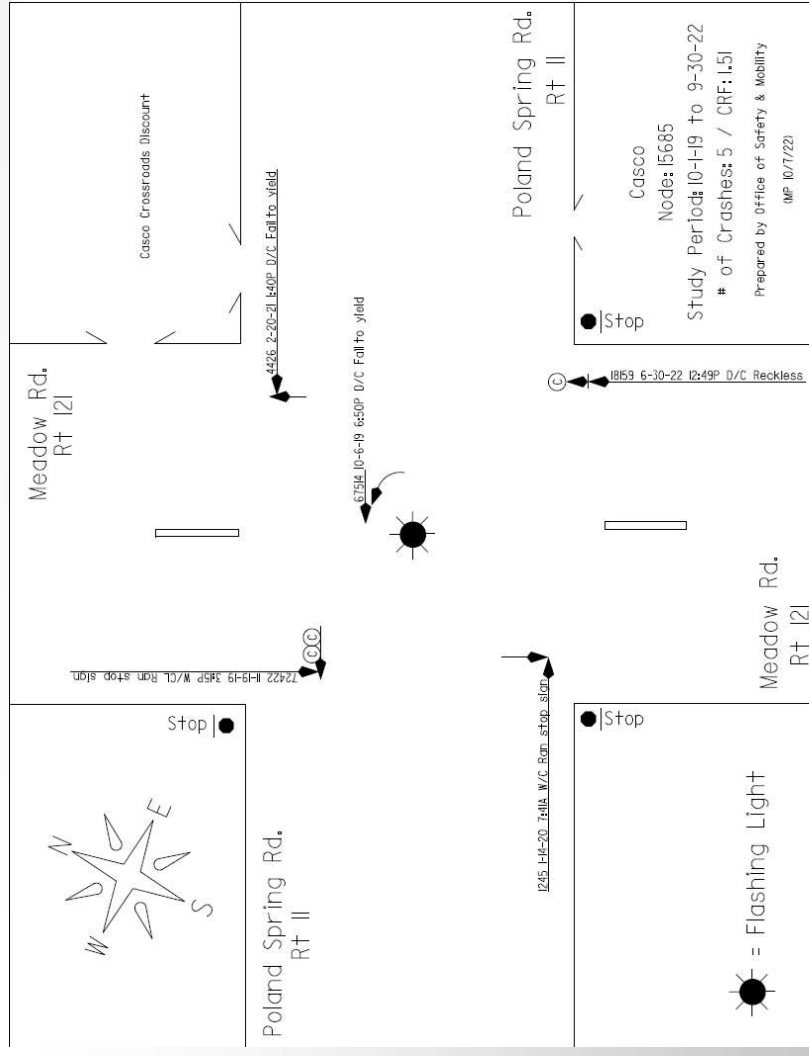
Crashes Per Year				
Before	After			
4.67	1.67			
			Crash Reduction	
			64.3%	
Injury Crashes Per Year				
Before	After		Injury Crash Reduction	
2.00	0.67		66.7%	
Fatal / Severe Injury Crash Per Year				
Before	After		Fatal / Serious Injury Crash Reduction	
1.00	0.00		100.0%	
Crash Cost Per Year				
Before	After		Crash Cost Reduction	
\$ 3,918,700	\$ 85,467		97.8%	
Crash Cost Per Crash				
Before	After		Crashes are on average	
\$ 839,721.43	\$ 51,280.00		93.9% Less severe	

CONVERTED OCTOBER 2019

CASCO 3-YEARS BEFORE

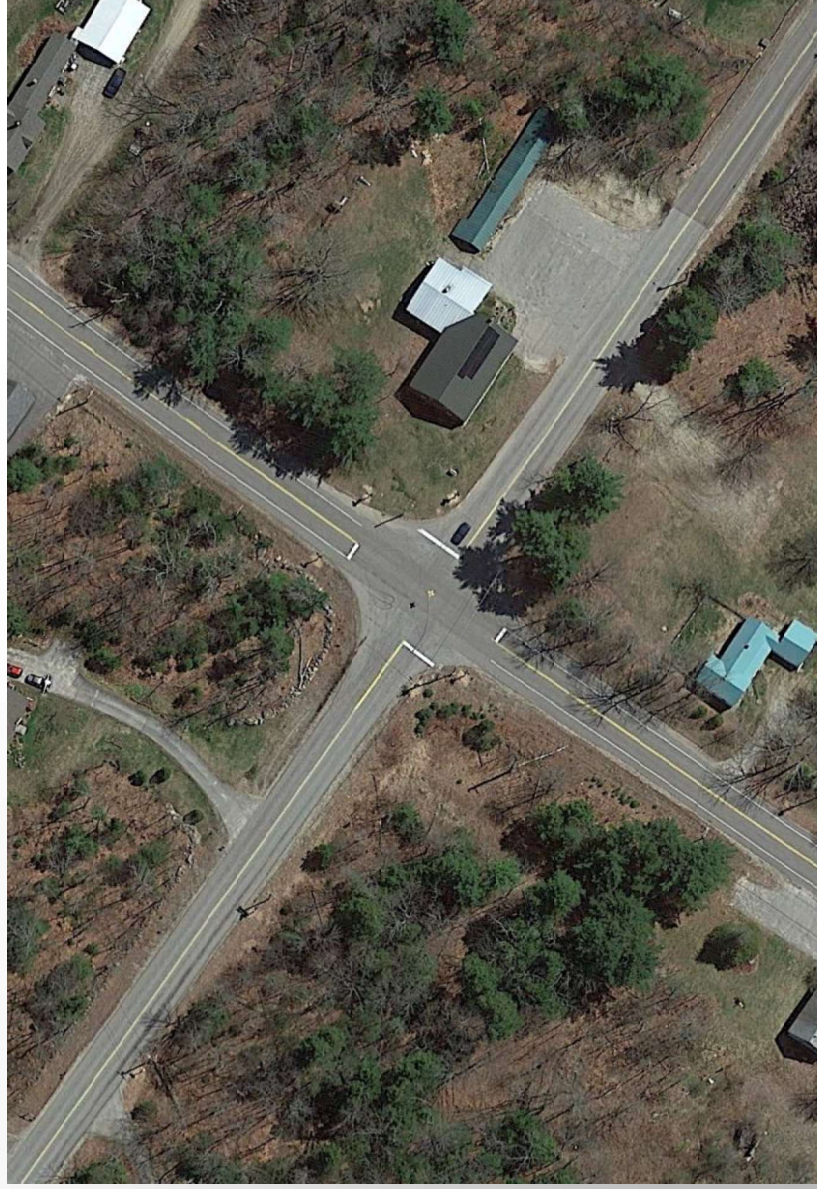


CASCO 3-YEARS AFTER



Durham Conversion – Route 125 / Quaker Meetinghouse Rd

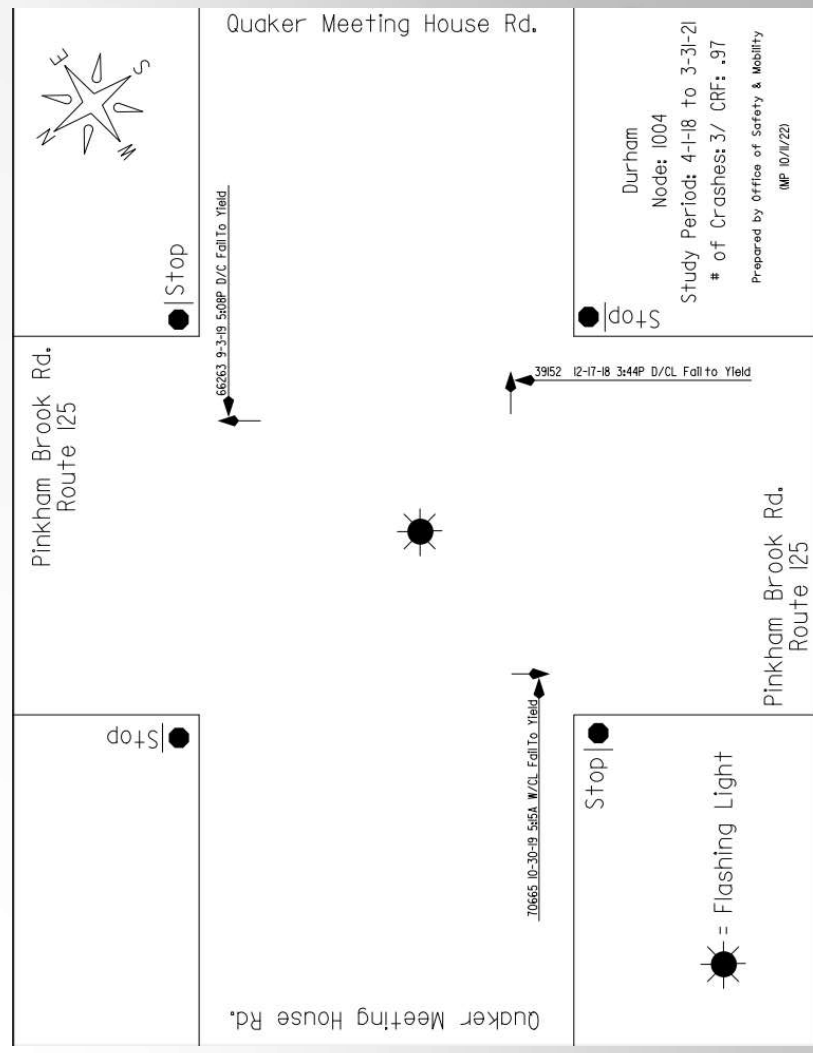
CONVERTED MARCH 2018



Crashes Per Year					
Before	After				
3.30	0.92				
Injury Crashes Per Year					
Before	After				
1.90	0.00				
Fatal / Severe Injury Crash Per Year					
Before	After				
0.30	0.00				
Crash Cost Per Year					
Before	After				
\$ 409,320	\$ 9,792				
Crash Cost Per Crash					
Before	After				
\$ 124,036.36	\$ 10,600.00				
Crash Reduction					
Injury Crash Reduction					
Fatal / Serious Injury Crash Reduction					
Crash Cost Reduction					
Crashes are on average					
91.5% Less severe					

CONVERTED MARCH 2018

DURHAM 3-YEARS AFTER



ALTERNATIVES CONSIDERED

- TRAFFIC SIGNAL — DID NOT MEET ANY MUTCD SIGNAL WARRANTS.
- ROUNDAABOUT
- REMOVE SKEW AND T INTERSECTION
- ALL WAY STOP — MET MUTCD WARRANTS



Ruler

Line Path Polygon Circle 3D path 3D polygon

Measure the circumference or area of a circle on the ground

Radius: 69.54 Feet

Area: 1,678.87 Square Yards

Circumference: 436.30 Feet

☐ Mouse Navigation

Imagery Date: 5/12/2023 43°32'40.01" N 70°35'36.85" W elev 0





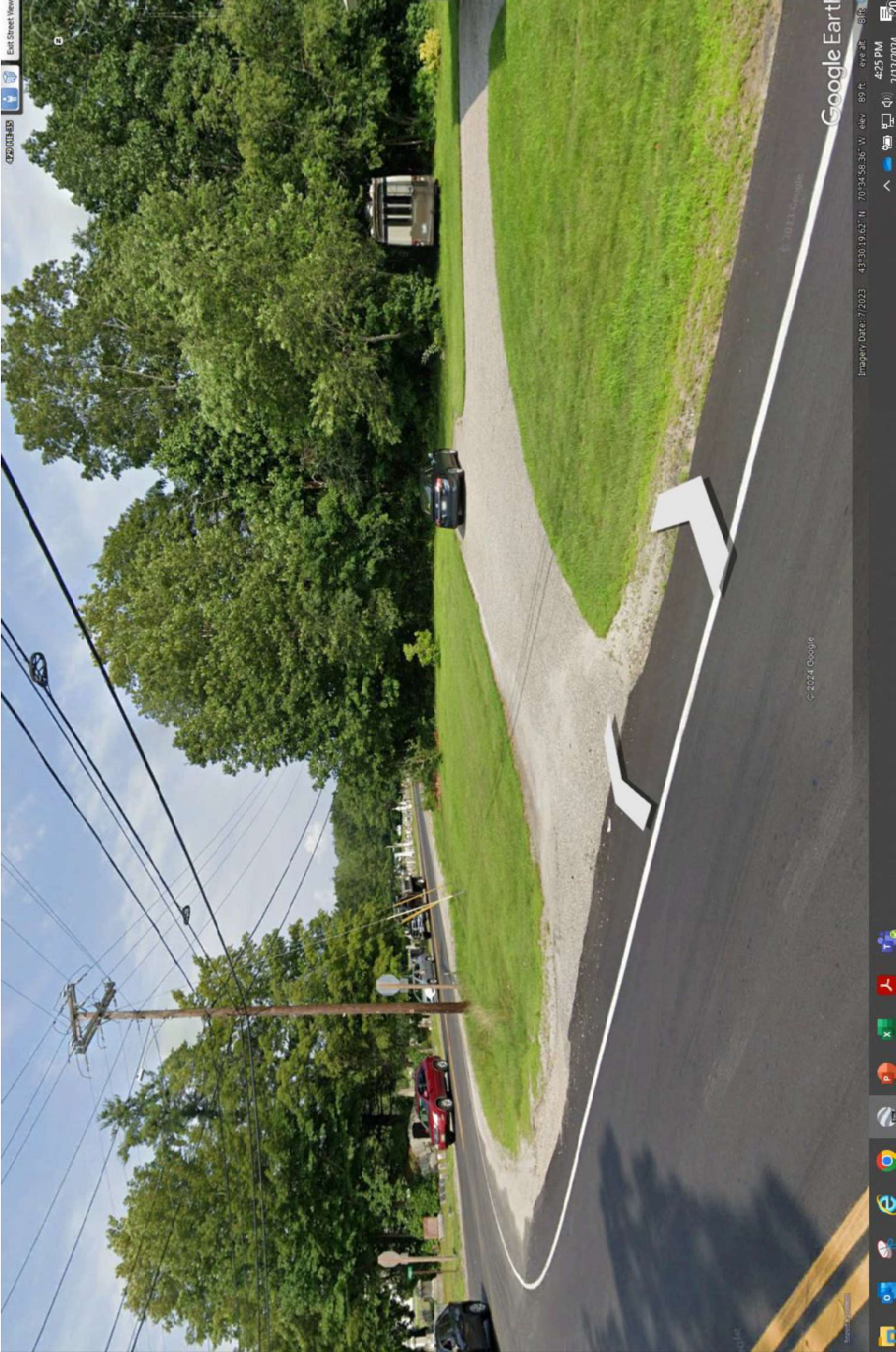




Google Earth

© 2004 Google

Google Earth



Alternative Pros and Cons

Remove Skew and Line Up Cross

Streets

- **Pros**
 - Does Not Stop Route 35.
- **Cons**
 - Right of Way Impacts.
 - Much Less Proven Effective Safety Alternative.
 - Low Benefit to Cost Ratio.

Roundabout

- **Pros**
 - Significant Reduction in Crashes and Severity of Injuries.
 - Maintains Mobility.
- **Cons**
 - **Significant Right of Way and Likely Cemetery Impacts.**
 - Removal of Building.
 - Very High Costs.
 - Lowest Benefit to Cost Ratio.

Alternative Pros and Cons

All-Way Stop

- **Pros**
 - No Right of Way Impacts.
 - No Cemetery Impacts.
 - Significant Reduction in Total Crashes.
 - Significant Reduction in Injury Crashes.
 - Zero Vehicular Fatal Crashes at AWS Since 2003.
 - All-way stops have been very effective in Maine.
 - Vehicles Enter the Intersection at Low Speeds.
 - Intersection Operates at LOS A with Conversion
 - Lowest Cost Alternative.
 - Highest safety and Mobility Benefit to Cost Ratio.
- **Cons**
 - Slight Increase in Intersection Delay.
 - Stops Route 35 traffic.

All-Way Stop is the Recommended Solution

BENEFITS OF AN ALL-WAY STOP

- SIGNIFICANT REDUCTION IN TOTAL CRASHES.
- SIGNIFICANT REDUCTION IN INJURY CRASH SEVERITY.
- ZERO VEHICULAR FATAL CRASHES AT AWS SINCE 2003.
- HIGH SAFETY BENEFIT / COST RATIO.
- VEHICLES ENTER THE INTERSECTION AT LOW SPEEDS.
- INTERSECTION LOS A WITH CONVERSION.



ITEM #3: (a.) Minutes

Town of Lyman
Select Board Meeting Minutes
August 19th, 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, Joseph Wagner, David Alves

Selectboard members absent: none

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*

Josh Eon – Discussion regarding the timber harvesting efforts on Old Ben Davis Road. His concern being this is a private road that the property owners take care in maintaining the road. He inquires about the plan for the logging efforts; if there will be any safety measures in place; and if he can be placed on the next agenda for follow-up. Discussion with the Town Manager, these inquiries were emailed prior and are currently being reviewed by the Forester working on the project who will address the concerns.

- b. *Mail*

ITEM #3 **MINUTES**

- a. *Review / Approve meeting minutes 8/5/2024*

David Alves – Motions to approve. Victoria Gavel seconds. Motion passes: 5-0-0
Discussion Geoff is autocorrected as Goff.

ITEM #4 **SIGN WARRANTS**

- a. *Payroll Warrant #7 in the amount of \$28,436.35*

Amber Swett – Motions to approve. Joseph Wagner seconds. Motion passes: 5-0-0

- b. *Accounts Payable Warrant #54 (FY2024) in the amount of \$30,081.14*

Victoria Gavel – Motions to approve. Amber Swett seconds. Motion passes: 5-0-0

Discussion if the \$7,000 for Tinker Tom was related to the FEMA storm damage cleanup. Clarification on the FEMA cleanup, all the invoices have been turned over and the grant approval process is nearing its end. This amount is not part of the FEMA clean up.

- c. *Accounts Payable Warrant #6 (FY2025) in the amount of \$135,034.66*

Victoria Gavel – Motions to approve. Joseph Wagner seconds. Motion passes: 5-0-0

ITEM #5 **UNFINISHED BUSINESS**

- a. *Franchise Agreement, Updates if any*

Lindsay Gagne – Tony is in the process of updating the Franchise Agreement since the new law went into effect and will be in touch when he's completed the revised version.

- b. *Discussion, November Referendum – Schedule Public Hearing*

- a. *Cemetery Committee, request tabled for further consideration.*

Discussion regarding the Cemetery Committee request for funds. The board agrees this is not an emergency matter and should go through the normal budgeting process. Discussion regarding the committee's prior request for funds that would have come out of land sales, however the land study was put on hold due to public concerns of selling land

Victoria Gavel – Motions to remove Article 10 regarding cemetery committee's request for funds.
Joseph Wagner – Seconds the motion. Motion passes: 5-0-0

Town of Lyman
Select Board Meeting Minutes
August 19th, 2024 – Lyman Town Hall

Further discussion, information on ordinance amendments has been posted. New information on ballot questions will become available soon. Information can be found at the Town Hall and on the Town's website. The Ordinance Review Committee will join the Select Board for a public hearing to present information about the ordinance amendments. The Select Board will schedule a public hearing for review of the Town warrant and ballot questions for the November Election.

A Public hearing is scheduled for Monday October 7th, 2024 at 6:00pm located at the Town Hall.

ITEM #6

DEPARTMENT AND COMMITTEE REPORTS

- a. [Fire Chief – All Hands](#) – Reviewed in Agenda Packet
- b. [Victoria Gavel – Fire Commission Updates](#)
Victoria Gavel – The Fire Commission will have their routine meetings on the 1st Thursday of each month. The last commission meeting they completed approval of warrants and payroll.
- c. [Treasurer Expense Report](#) – Reviewed in Agenda Packet

ITEM #7

NEW BUSINESS

- a. [Discussion - RFP For Equalization Project and updating Assessing Tables](#)
Discussion to begin the RFP process now to receive and open bids before the budget process ensues. This way the board can determine any budgeting needs. At the last Town Meeting there was discussion that there would be appropriated funds for FY2025 then again for FY2026 with anticipation the project can take place beginning July 1, 2025. The Assessors goal is to have the project finished by April, 2026 to help bring the revaluations up. The board agrees to open bids on October 21, 2024. An RFP will go out soon.
- b. [Joe Wagner – AARP Age Friendly Program](#)
Discussion; Joe Wagner is in the process of drafting the initial application and will send to a former colleague for review. He suggests the Comprehensive Plan Committee continue further data collection efforts on the process, however Peg Macdonald and Michelle Feliccitti agree that the Committee is focusing their efforts on the comprehensive plan as a whole and have encouraged Joe to continue efforts with the AARP opportunity including offering a survey at the next election for voters when they're leaving the polling area. Joe solicits some input on the application questions. Karen Kane had reached out to him prior to offer input.
- c. [GMFR – Request approval of funds for Plymovent Installation](#)
David Alves – Motions to approve \$1,250.00 out of the GMRF capital building reserve for the Plymovent Installation.
Amber Swett – Seconds the motion. Motion passes: 5-0-0
- d. [Committee's – Request for funds, November Ballot](#)
Michelle Feliccitti - States she will rescind the request, given the conversation earlier regarding the Cemetery Committees request. They will go through the budgeting process.
Peg Macdonald – Discussion regarding aligning changes between the comprehensive plan and zoning changes. The Ordinance Review Committee will take a break for right now until Comprehensive Plan Committee moves further along with making changes. The Comprehensive Plan Committee will be working with SMPDC with the funding that is available for committees. Although, it's possible it may not cover all the costs. The Ordinance Review Committee may be more successful if the comprehensive plan is revised before they put further efforts into the zoning ordinances because this must be consistent with the comprehensive plan.
- e. [Bunganut Park Committee – Request for approval to create an expendable fund account](#)
Michelle Feliccitti – States the Bunganut Park Committee is exploring ideas with fundraising efforts to help bring in revenue for the revitalization of Bunganut Park.

Town of Lyman
Select Board Meeting Minutes
August 19th, 2024 – Lyman Town Hall

Amber Swett – Motions to create an expendable funds account for Bunganut Park

David Alves – Seconds the motion. Motion passes: 5-0-0

- f. **Bunganut Park Committee – Request for funds/ Bunganut Reserve to hire an engineering firm**

Michelle Feliccitti – States this company will help develop initial plans for \$3,935.00. She's reached out to other firms that did not respond. The York County Soil Conservation had recommended this firm. Acorns expressed an understanding that we are a municipality and willing to support initiatives that are cost effective. In doing a brief zoom interview and showing the aerial pictures that the committee was able to take, it was pointed out that the water is backwashing from the lake through the bog area into the lower field. Acorn will also do some on-site inspections.

Victoria Gavel – Motions to approve \$3,935 out of the Bunganut Reserve for Acorn Engineering Firm.

David Alves – Seconds the motion. Motion passes: 5-0-0

Executive Session

1 M.R.S.A §405 (C) Discussion regarding the condition, or acquisition of real property

Amber Swett – Motions to go into executive session per M.R.S.A 405 C, discussion regarding the condition, or acquisition of real property.

David Alves – Seconds the motion. Motion passes: 5-0-0

Victoria Gavel – Motions to come out of executive session. David Alves seconds. Motion passes: 5-0-0

OTHER

Joseph Wagner – Discussion regarding the Local Health Officer Well Water Program, the Road Commissioner road maintenance and Music in the Park.

ADJOURN

Amber Swett - Motions to adjourn. David Alves seconds, Motions passes: 5-0-0

Amber Swett

Jessica Picard

Joseph Wagner

David Alves

Victoria Gavel

I, Lindsay Gagne, Town Manager of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of 3 pages are the original minutes of the Select Board Meeting dated August 19th, 2024

Lindsay Gagne

ITEM #4: (a.) Payroll Warrant

LYMAN
12:42 PM

Payroll Check Register
Pay Date: 08/21/2024

08/21/2024
Page 1

Check	D / D	Check	Amount	Date	Employee
-------	-------	-------	--------	------	----------

Employee Checks					
1	45.05	0.00	45.05	08/21/24	125 PAUL J MARTEL
Total	45.05	0.00	45.05		

Direct Deposit Checks					
2	0.00	45.05	45.05	08/21/24	D / D 1 BIDDEFORD SAVINGS BANK
Total	0.00	45.05	45.05		

Trust & Agency Checks					
3	0.00	7.46	7.46	08/21/24	T & A 1 I.R.S.
Total	0.00	7.46	7.46		

Summary			
Checks:	Regular	0.00	1
	D / D	45.05	1
	Employee	45.05	
	T & A	7.46	1
	Voided		0
	Total	52.51	3

DAVID ALVES
VICTORIA GAVEL
JESSICA PICARD
AMBER SWETT
JOSEPH WAGNER

ITEM #4: (b.) Payroll Warrant

LYMAN
9:11 AM

Payroll Check Register

Pay Date: 09/04/2024

08/29/2024
Page 1

Check	D / D	Check	Amount	Date	Employee
Employee Checks					
1	1,193.26	0.00	1,193.26	09/04/24	021 JANICE M AUGER
2	1,701.65	0.00	1,701.65	09/04/24	79 SUSAN J BELLEROSE
3	299.64	0.00	299.64	09/04/24	026 ERIN N CAMARENA
4	63.83	0.00	63.83	09/04/24	126 DAVID A CARLMAN
5	1,293.66	0.00	1,293.66	09/04/24	025 THOMAS M CROTEAU
6	2,644.63	0.00	2,644.63	09/04/24	028 LINDSAY GAGNE
7	1,944.03	0.00	1,944.03	09/04/24	016 LAURIE L GONSKA
8	238.95	0.00	238.95	09/04/24	117 PAUL HAKALA
9	893.58	0.00	893.58	09/04/24	03 HOLLY L HART
10	266.87	0.00	266.87	09/04/24	007 THOMAS M HOLLAND
11	2,068.78	0.00	2,068.78	09/04/24	015 JEANETTE E LEMAY
12	868.06	0.00	868.06	09/04/24	036 JULIE LEMIEUX
13	127.64	0.00	127.64	09/04/24	125 PAUL J MARTEL
14	1,390.37	0.00	1,390.37	09/04/24	041 RANDALL L MURRAY
15	363.87	0.00	363.87	09/04/24	19 BRIAN D. RACICOT
16	444.03	0.00	444.03	09/04/24	123 KYLE D RACICOT
17	437.52	0.00	437.52	09/04/24	002 DAVID W RILEY
18	137.37	0.00	137.37	09/04/24	024 JAMES ROBERTS
19	154.56	0.00	154.56	09/04/24	020 DAVID H SANTORA
20	1,059.71	0.00	1,059.71	09/04/24	053 AMBER M SWETT
21	1,821.48	0.00	1,821.48	09/04/24	037 REBEKAH S THOMPSON
22	309.13	0.00	309.13	09/04/24	40 RAYMOND J VALLIERE
23	1,059.71	0.00	1,059.71	09/04/24	46 JOSEPH A WAGNER
Total	20,782.33	0.00	20,782.33		
Direct Deposit Checks					
24	0.00	20,782.33	20,782.33	09/04/24	D / D 1 BIDDEFORD SAVINGS BANK
Total	0.00	20,782.33	20,782.33		
Trust & Agency Checks					
25	0.00	6,985.70	6,985.70	09/04/24	T & A 1 I.R.S.
26	0.00	1,570.67	1,570.67	09/04/24	T & A 3 ICMA
27	0.00	1,193.77	1,193.77	09/04/24	T & A 2 MAINE REVENUE SERVICES
28	0.00	1,775.54	1,775.54	09/04/24	T & A 9 MPERS
Total	0.00	11,525.68	11,525.68		
Summary					
Checks:	Regular	0.00	23		
	D / D	20,782.33	1		
	Employee	20,782.33			
	T & A	11,525.68	4		
	Voided		0		
Total		32,308.01	28		

WARRANT: 9

Check	D / D	Check	Employee	Gross Pay
1	1,193.26	0.00	021 JANICE M AUGER	1,832.37
2	1,701.65	0.00	79 SUSAN J BELLEROSE	2,467.88
3	299.64	0.00	026 ERIN N CAMARENA	331.07
4	63.83	0.00	126 DAVID A CARLMAN	69.11
5	1,293.66	0.00	025 THOMAS M CROTEAU	1,927.87
6	2,644.63	0.00	028 LINDSAY GAGNE	3,798.35
7	1,944.03	0.00	016 LAURIE L GONSKA	3,023.96
8	238.95	0.00	117 PAUL HAKALA	312.89
9	893.58	0.00	03 HOLLY L HART	1,021.75
10	266.87	0.00	007 THOMAS M HOLLAND	296.04
11	2,068.78	0.00	015 JEANETTE E LEMAY	2,952.77
12	868.06	0.00	036 JULIE LEMIEUX	1,187.00
13	127.64	0.00	125 PAUL J MARTEL	138.21
14	1,390.37	0.00	041 RANDALL L MURRAY	2,151.81
15	363.87	0.00	19 BRIAN D. RACICOT	449.57
16	444.03	0.00	123 KYLE D RACICOT	526.86
17	437.52	0.00	002 DAVID W RILEY	473.76
18	137.37	0.00	024 JAMES ROBERTS	148.75
19	154.56	0.00	020 DAVID H SANTORA	167.37
20	1,059.71	0.00	053 AMBER M SWETT	1,147.50
21	1,821.48	0.00	037 REBEKAH S THOMPSON	2,822.22
22	309.13	0.00	40 RAYMOND J VALLIERE	334.73
23	1,059.71	0.00	46 JOSEPH A WAGNER	1,147.50
24	0.00	20,782.33	D / D 1 BIDDEFORD SAVINGS BANK	
25	0.00	6,985.70	T & A 1 I.R.S.	
26	0.00	1,570.67	T & A 3 ICMA	
27	0.00	1,193.77	T & A 2 MAINE REVENUE SERVICES	
28	0.00	1,775.54	T & A 9 MPERS	
Total	20,782.33	32,308.01		28,729.34

Put into A/P **11,840.88**

Taken out of A/P **(11,525.68)**

Total Payroll 32,623.21

Count

Checks 28

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

DAVID ALVES

VICTORIA GAVEL

JESSICA PICARD

AMBER SWETT

JOSEPH WAGNER

ITEM #4: (c.) Accounts Payable Warrant

Lyman-2024
10:05 AM

A / P Check Register
Bank: BIDDEFORD SAVINGS

08/29/2024
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	10888	10.72	08/20/24	55	0290 KELLY, EILEEN
R	10890	8,554.35	09/04/24	55	0080 LENOVO
R	10891	198.30	09/04/24	55	0048 SHEILA MCNEIL
R	10892	13,000.00	09/04/24	55	0277 TINKER TOM EXCAVATOR
Total		21,763.37			

Count	
Checks	4
Voids	0

A / P Warrant

08/29/2024

Page 1

Warrant 55

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
00290 KELLY, EILEEN						
0689	10888	06	MILEAGE REIMB JAN VOID #	10447		
MILEAGE REIMB JAN VOID #			E 110-11-90-910		10.72	0.00
			OTHER / MILEAGE/TRAV			
Vendor Total-					10.72	
00080 LENOVO						
0689	10890	06	REPLACE 3 LAPTOPS	6468880856		
REPLACE 3 LAPTOPS			E 191-11-70-710		3,276.75	3,897.00
			EQUIPMENT / COMP EQUIP			
Invoice Total-					3,276.75	
0689	10890	06	SERVER	6800702992		
SERVER			E 191-11-70-710		5,277.60	5,277.60
			EQUIPMENT / COMP EQUIP			
Invoice Total-					5,277.60	
Vendor Total-					8,554.35	
00048 SHEILA MCNEIL						
0689	10891	06	CART	1486		
CART			E 181-15-37-399		198.30	233.96
			CONT OUT / CONT SVS OTH			
Vendor Total-					198.30	
00277 TINKER TOM EXCAVATOR						
0689	10892	06	POOR FARM	42		
POOR FARM			E 131-51-40-483		7,500.00	7,500.00
			REPAIRS & MA / RDS/REPAIRS			
Invoice Total-					7,500.00	
0689	10892	06	SHORE ROAD	43		
SHORE ROAD			E 131-51-40-483		5,500.00	5,500.00
			REPAIRS & MA / RDS/REPAIRS			
Invoice Total-					5,500.00	
Vendor Total-					13,000.00	
Prepaid Total-					10.72	
Current Total-					21,752.65	
EFT Total-					0.00	
Warrant Total-					21,763.37	

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.

TOWN OF LYMAN, BOARD OF SELECTMEN
DAVID ALVES
VICTORIA GAVEL
JESSICA PICARD
AMBER SWETT
JOSEPH WAGNER

ITEM #4: (d.) Accounts Payable Warrant

Lyman
10:46 AM

A / P Check Register
Bank: BIDDEFORD SAVINGS

08/29/2024
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	10887	26,480.98	08/16/24	10	0569 SECRETARY OF STATE
P	10889	10,772.55	08/23/24	10	0569 SECRETARY OF STATE
R	10893	1,002.04	09/04/24	10	0218 AMAZON CAPITAL SERVICES
R	10894	10,416.12	09/04/24	10	0353 AMES PROPERTY SERVICE
R	10895	245.00	09/04/24	10	0113 BD CARPENTRY
R	10896	2,600.00	09/04/24	10	0022 BEAN DATA
R	10897	32.00	09/04/24	10	0994 CINTAS CORPORATION- # 758
R	10898	125.00	09/04/24	10	0211 CRIPPLE CREEK CORPORATION
R	10899	308.75	09/04/24	10	0151 DAYTON SAND & GRAVEL, CO.,INC.
R	10900	41,715.00	09/04/24	10	0248 DAYTON SNOW FIGHTERS INC.
R	10901	58,891.25	09/04/24	10	0233 GOODWINS MILLS FIRE & RESCUE
R	10902	46.23	09/04/24	10	0316 JAMES ROBERTS
R	10903	500.00	09/04/24	10	0230 JESSICAS CLEANING SERVICE
R	10904	5,554.40	09/04/24	10	0311 KCB LANDSCAPING
R	10905	110.00	09/04/24	10	0379 MAINE TOWN & CITY CLERKS ASSOC
R	10906	105.00	09/04/24	10	0312 MAINE WELFARE DIRECTORS ASSOCIATION
R	10907	136,908.79	09/04/24	10	0334 NASON PROPERTY MANAGEMENT LLC
R	10908	210.00	09/04/24	10	0010 NELSON ANALYTICAL MAINE
R	10909	6,031.00	09/04/24	10	0355 PINE STATE FIRE & SECURITY INC
R	10910	499,217.22	09/04/24	10	0419 RSU #57
R	10911	12,300.00	09/04/24	10	0176 SANFORD - SPRINGVALE YMCA
R	10912	49.58	09/04/24	10	0062 THOMAS HOLLAND
P	99999	667.00	09/04/24	10	0095 CARDMEMBER SERVICE
P	99999	892.20	09/04/24	10	0095 CARDMEMBER SERVICE
Total		815,180.11			

Count

Checks	24
Voids	0

Jrnl	Check	Month	Invoice Description	Reference		
Description	Account	Proj	Amount	Encumbrance		
00218 AMAZON CAPITAL SERVICES						
0064	10893	09	SUPPLIES	1N9G-QDVQ-171C		
SUPPLIES			E 110-11-90-915	20.97		0.00
			OTHER / EE RECONIT			
			Invoice Total-	20.97		
0064	10893	09	SUPPLIES	QMY6-K3JN-MK7P		
SUPPLIES			E 110-11-60-610	80.28		0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-	80.28		
0064	10893	09	CABINET	1XYJ-9XDV-9NF9		
CABINET			E 110-11-60-610	89.99		0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-	89.99		
0064	10893	09	LABELS ELECTION	1HHW-7K7H-CQNT		
LABELS ELECTION			E 115-13-60-610	134.32		0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-	134.32		
0064	10893	09	SUPPLIES	13QK-C1T1-KH91		
SUPPLIES			E 110-11-60-610	7.99		0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-	7.99		
0064	10893	09	SUPPLIES	16TV-GLYR-KWYL		
SUPPLIES			E 110-11-60-610	110.67		0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-	110.67		
0064	10893	09	CABINET	1H9R-FN1X-PRPQ		
CABINET			E 110-11-60-610	89.99		0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-	89.99		
0064	10893	09	SUPPLIES	1G6N-TJ3G-LFT6		
SUPPLIES			E 110-11-60-610	53.90		0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-	53.90		
0064	10893	09	MONITORS	1N9G-TKHL-C9HL		
MONITORS			E 110-11-60-610	413.93		0.00
			SUPPLIES / SUPPLIES			
			Invoice Total-	413.93		
			Vendor Total-	1,002.04		
00353 AMES PROPERTY SERVICE						
0064	10894	09	DRY HYDRANT PROJECT	1025		
DRY HYDRANT PROJECT			E 721-86-90-999	10,416.12		0.00
			HYD / RESERVES - OTHER / MISC			
			Vendor Total-	10,416.12		
00113 BD CARPENTRY						
0064	10895	09	VENTS FOR SIGN	569		
VENTS FOR SIGN			E 141-11-40-410	245.00		0.00
			REPAIRS & MA / BLDGS & GROU			
			Vendor Total-	245.00		
00022 BEAN DATA						

Lyman
10:47 AM

A / P Warrant

08/29/2024
Page 2

Warrant 10

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
0064	10896	09	MONTHLY SER	1731		
MONTHLY SER			E 110-11-32-310		2,450.00	2,450.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		2,450.00	
0064	10896	09	SIGN MAINTENANCE	1732		
SIGN MAINTENANCE			E 110-11-32-310		150.00	0.00
			CTRCT SVS EQ / PROF SVS			
			Invoice Total-		150.00	
			Vendor Total-		2,600.00	
00095 CARDMEMBER SERVICE						
0064	99999	09	ICMA MEMBERSHIP			
ICMA MEMBERSHIP			E 102-11-20-290		667.00	0.00
			BENEFITS / MEME & DUES			
			Invoice Total-		667.00	
0064	99999	09	EMPLOYEE RECOGNITION	56915		
EMPLOYEE RECOGNITION			E 110-11-90-915		892.20	0.00
			OTHER / EE RECONIT			
			Invoice Total-		892.20	
			Vendor Total-		1,559.20	
00994 CINTAS CORPORATION- # 758						
0064	10897	09	13117643	4202530170		
RUGS-TH			E 141-11-31-310		32.00	0.00
			CTRCT SVS BL / PROF SVS			
			Vendor Total-		32.00	
00211 CRIPPLE CREEK CORPORATION						
0064	10898	09	RENT	CRISEP25		
RENT			E 110-11-39-399		125.00	125.00
			CONT SVS OTH / OTHER			
			Vendor Total-		125.00	
00151 DAYTON SAND & GRAVEL, CO.,INC.						
0064	10899	09	52800	266925		
52800			E 131-51-40-483		308.75	0.00
			REPAIRS & MA / RDS/REPAIRS			
			Vendor Total-		308.75	
00248 DAYTON SNOW FIGHTERS INC.						
0064	10900	09	PLOWING	SNOWSEP25		
PLOWING			E 143-51-31-360		41,715.00	41,715.00
			CTRCT SVS BL / PLOW & SAND			
			Vendor Total-		41,715.00	
00233 GOODWINS MILLS FIRE & RESCUE						
0064	10901	09	FY 25	GMFRSEP25		
FY 25			E 186-91-37-391		42,202.00	42,202.00
			CONT OUT / GMFR PERSONN			
FY 25			E 186-91-37-392		16,689.25	16,689.25
			CONT OUT / GMFR CONTRAC			
			Vendor Total-		58,891.25	
00316 JAMES ROBERTS						
0064	10902	09	MILEAGE	8/22-8/26		

Lyman
10:47 AM

A / P Warrant

08/29/2024
Page 3

Warrant 10

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
MILEAGE			E 110-17-90-910		46.23	0.00
			OTHER / MILEAGE/TRAV			
			Vendor Total-		46.23	
00230 JESSICAS CLEANING SERVICE						
0064	10903	09	CLEANING SERVICES	SEPT		
TH CLEANING SERVICE			E 141-11-31-310		500.00	0.00
			CTRCT SVS BL / PROF SVS			
			Vendor Total-		500.00	
00311 KCB LANDSCAPING						
0064	10904	09	MOWING	MOWSEP24		
MOWING			E 142-90-31-370		5,554.40	5,554.40
			CTRCT SVS BL / MOWING			
			Vendor Total-		5,554.40	
00379 MAINE TOWN & CITY CLERKS ASSOC						
0064	10905	09	11790-0	CAMARENA		
MEMBERSHIP DUES			E 102-11-20-290		30.00	0.00
			BENEFITS / MEMB & DUES			
			Invoice Total-		30.00	
0064	10905	09	11790-0	1000475468		
11790-0			E 102-31-20-280		80.00	0.00
			BENEFITS / TRAINING			
			Invoice Total-		80.00	
			Vendor Total-		110.00	
00312 MAINE WELFARE DIRECTORS ASSOCIATION						
0064	10906	09	OUELLETTE MEMBERSHIP	FY 2025		
OUELLETTE MEMBERSHIP			E 102-11-20-290		40.00	0.00
			BENEFITS / MEMB & DUES			
			Invoice Total-		40.00	
0064	10906	09	KELLY TRAINING	1000475071		
KELLY TRAINING			E 102-11-20-280		65.00	0.00
			BENEFITS / TRAINING			
			Invoice Total-		65.00	
			Vendor Total-		105.00	
00334 NASON PROPERTY MANAGEMENT LLC						
0064	10907	09	ESCROW DRAW # 3			
ESCROW DRAW # 3			G 1-269-01		136,908.79	0.00
			PB ESCROWS			
			Vendor Total-		136,908.79	
00010 NELSON ANALYTICAL MAINE						
0064	10908	09	WATER TESTING	224080744		
WATER TESTING			E 141-11-40-410		80.00	0.00
			REPAIRS & MA / BLDGS & GROU			
			Invoice Total-		80.00	
0064	10908	09	WATER TESTING	224080743		
BUNGANUT PARK			E 141-22-31-310		65.00	0.00
			CTRCT SVS BL / PROF SVS			
			Invoice Total-		65.00	
0064	10908	09	WATER TESTING	224080745		

Lyman
10:47 AM

A / P Warrant

08/29/2024
Page 4

Warrant 10

Jrnl	Check	Month	Invoice Description	Reference		
Description			Account	Proj	Amount	Encumbrance
KENNEBUNK			E 141-23-31-310		65.00	0.00
			CTRCT SVS BL / PROF SVS			
			Invoice Total-		65.00	
			Vendor Total-		210.00	
00355 PINE STATE FIRE & SECURITY INC						
0064	10909	09	TOWN HALL DOORS & SECURIT	10261		
TOWN HALL DOORS & SECURIT			E 703-86-90-999		5,089.00	0.00
			CAP IM / RESERVES - OTHER / MISC			
TOWN HALL DOORS & SECURIT			E 141-11-31-310		942.00	0.00
			CTRCT SVS BL / PROF SVS			
			Vendor Total-		6,031.00	
00419 RSU #57						
0064	10910	09	APPROP 25	RSUSEP25		
APPROP 25			E 195-92-90-999		499,217.22	499,217.22
			OTHER / MISC			
			Vendor Total-		499,217.22	
00176 SANFORD - SPRINGVALE YMCA						
0064	10911	09	CONTRACT	YMCASEP2024		
CONTRACT			E 181-22-37-399		12,300.00	12,300.00
			CONT OUT / CONT SVS OTH			
			Vendor Total-		12,300.00	
00569 SECRETARY OF STATE						
0064	10887	09	31170	8/9-8/15		
31170			G 1-250-00		26,480.98	0.00
			MTR VEHICLE			
			Invoice Total-		26,480.98	
0064	10889	09	31170	08/15-08/23		
31170			G 1-250-00		10,772.55	0.00
			MTR VEHICLE			
			Invoice Total-		10,772.55	
			Vendor Total-		37,253.53	
00062 THOMAS HOLLAND						
0064	10912	09	MILEAGE	7/8-8/21		
MILEAGE			E 125-72-90-910		49.58	0.00
			OTHER / MILEAGE/TRAV			
			Vendor Total-		49.58	

A / P Warrant

Warrant 10

Jrnl	Check	Month	Invoice Description	Reference	
Description	Account		Proj	Amount	Encumbrance
Prepaid Total-				38,812.73	
Current Total-				776,367.38	
EFT Total-				0.00	
Warrant Total-				815,180.11	

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
DAVID ALVES
VICTORIA GAVEL
JESSICA PICARD
AMBER SWETT
JOSEPH WAGNER

ITEM #5: (b.) Josh Eon Re: Logging Efforts

From: [Town Manager](#)
To: [Josh Eon](#)
Subject: RE: Town Property Logging Effort
Date: Tuesday, August 27, 2024 12:49:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Hi Josh,





I have added you to the agenda for the upcoming Select Board meeting on September 3rd per your recent request.

You are correct in noting that the forester will not be taking questions in person. This is consistent with our practice when working with vendors. I appreciate your concerns and have thoroughly researched your inquiries. However, at this time, I believe that I have addressed the matter to the best of my ability, and I don't feel I can provide further resolutions that would fully meet your expectations. Given this, I will be concluding this inquiry. However, you're more than welcome to attend the board meeting on the 3rd to share these concerns.

Thank you for your understanding.

Best regards,

Lindsay Gagne
Town Manager
FOAA officer

11 So. Waterboro Rd Lyman, ME 04002
 207-247-0642
 207-499-7562
 selectboard@lyman-me.gov
 lyman-me.gov

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

From: Josh Eon <joshua.eon@gmail.com>
Sent: Tuesday, August 27, 2024 8:53 AM
To: Town Manager <townmanager@lyman-me.gov>
Cc: Nicole Broz <nabroz88@gmail.com>; atlanticelectric207@gmail.com; Joe Eon <josepheon57@yahoo.com>; robert.eon59@gmail.com; sjsmith713@yahoo.com; larsonator88@yahoo.com; piantoniconstruction@yahoo.com; RickSim2995@hotmail.com; Jessica Picard <jessicap@lyman-me.gov>; Victoria Gavel <victoriag@lyman-me.gov>; Amber Swett <ambers@lyman-me.gov>; David Alves <davida@lyman-me.gov>; Joseph Wagner <josephw@lyman-me.gov>; fourpart1@gmail.com; ambergerjean@gmail.com
Subject: Re: Town Property Logging Effort

Lindsay,

Thank you for the reply regarding the Towns Logging effort and the OBD Road. Is it correct to assume that the requested meeting with the Forest will not be occurring as there are additional questions we would like to ask in person? It would also be beneficial so that the forester can share this "comprehensive safety plan" you

refer to below and the actual specifics regarding this plan as well as the steps they will be taking to repair the road after this effort.

Being that the weight of the average vehicle which utilizes the road currently is between 3000 lbs to 7000 lbs and the average weight of a fully loaded pulp or log truck can be between 80,000 lbs and 100,000 lbs it is not a question of if damage will occur but when. It is also important to note that the majority of wood which resides on the lots is Oak which is heavier than softwood leading to the likelihood of the trucks being loaded to the registered max for a triaxle of 100,000 lbs assuming the logging outfit is not overloading their trucks.

When responding to this email please reply all.

Thanks again for the help

Josh Eon

Cell: 207-608-2308

On Fri, Aug 23, 2024 at 1:26 PM Town Manager <townmanager@lyman-me.gov> wrote:

Hi Josh,

The Forester has conducted an evaluation of the road to identify the best practices for ensuring both safety and the preservation of the road's current condition. In recognition of the need to conserve the road's durability throughout the project, the Forester has developed a comprehensive safety plan to address these concerns.





Before any work begins, the current condition of the road and culverts will be thoroughly documented. This documentation will be updated daily whenever work is scheduled.

During the harvest operations, the condition of the road and culverts will be closely monitored to ensure they remain in good repair. This monitoring will include routine checks both before and after operations.

The Contractor is dedicated to maintaining high safety standards and will conduct regular safety meetings throughout the project. Additionally, the Contractor will provide the Town with the necessary insurance certificates.

We appreciate everyone's considerations regarding this matter and appreciate the Forester being able to make accommodations in support of these concerns.

Best regards,

Lindsay Gagne
Town Manager
FOAA officer
11 So. Waterboro Rd Lyman, ME 04002
 207-247-0642
 207-499-7562
 townmanager@lyman-me.gov
 lyman-me.gov

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

On Thu, Aug 15, 2024 at 1:20 PM Town Manager <townmanager@lyman-me.gov> wrote:

Hi Josh,

With the revision of the Municipal Charter, the Town Manager now handles interactions with vendors on behalf of the Town. To prevent any confusion or disruptions, we generally ask that residents do not contact vendors directly. If you have any questions for the forester, please send them to me in a single email, and I'll be happy to forward them on your behalf.


Currently, the forester has agreed to inspect the road, and I'm awaiting updates regarding your previous inquiry. It's also worth noting that timber harvesting is a common activity, and the companies involved typically carry insurance to address the concerns you mentioned. As for the overall use of the land, that has not yet been determined, and we are still in the process of conducting a land study.


Best regards,

Lindsay Gagne

**Town Manager
FOAA officer**

11 So. Waterboro Rd Lyman, ME 04002

 207-247-0642

 207-499-7562

 townmanager@lyman-me.gov

 lyman-me.gov

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

From: Josh Eon <joshua.eon@gmail.com>

Sent: Wednesday, August 14, 2024 10:08 AM

To: Town Manager <townmanager@lyman-me.gov>

Cc: Nicole Broz <nabroz88@gmail.com>; atlanticelectric207@gmail.com; Joe Eon <josepheon57@yahoo.com>; robert.eon59@gmail.com; sjsmith713@yahoo.com; larsonator88@yahoo.com; piantoniconstruction@yahoo.com; Ricksim2995@hotmail.com

Subject: Re: Town Property Logging Effort

Lindsey,

Thanks for the reply. I appreciate you being willing to pass along any questions we have but overall it would be preferred to be able to ask these questions via a public platform. Would it be possible to have the forester attend one of the Selectmen's meetings as some of the questions we have are pertaining to the logging effort and some pertaining to the overall use of the land and the land study which the selectmen have been performing. More specifically the parking area and trails you mentioned below.

To keep everyone informed I have included the other individuals who would also be attending this discussion and reside on the road in the email.

Thanks again for the help with this.

Josh Eon





Cell: 207-608-2308

On Tue, Aug 13, 2024 at 9:52 AM Town Manager <townmanager@lyman-me.gov> wrote:

Hi Josh,

If you send me you're questions, I'd be happy to forward them to the Forester.

Best regards,

Lindsay Gagne
Town Manager
FOAA officer
11 So. Waterboro Rd Lyman, ME 04002
 207-247-0642
 207-499-7562
 townmanager@lyman-me.gov
 lyman-me.gov
Under Maine's Freedom of Access ("Right to Know") law, all e-mail and e-mail attachments received or prepared for use in matters concerning Town business or containing information relating to Town business are likely to be regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law. If you have received this message in error, please notify us immediately by return e-mail. Thank you for your cooperation.

From: Josh Eon <joshua.eon@gmail.com>

Sent: Monday, August 12, 2024 2:06 PM

To: Town Manager <townmanager@lyman-me.gov>

Subject: Re: Town Property Logging Effort

Lindsay,

Thanks for the Help. Would it be possible to schedule a time to have the forester answer a few questions that myself and a few residents who reside on the road have or would it be possible to have the forester's contact info so that we can reach out directly?

Thanks again.

Josh Eon

Cell: 207-608-2308

On Mon, Aug 12, 2024 at 1:48 PM Town Manager <townmanager@lyman-me.gov> wrote:

Hi Josh,

I've reached out to the Forester to gather more information about their practices in these situations.

Best regards,

Lindsay Gagne

**Town Manager
FOAA officer**

11 So. Waterboro Rd Lyman, ME 04002

📞 207-247-0642

📠 207-499-7562

✉️ townmanager@lyman-me.gov

🌐 lyman-me.gov

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

From: Josh Eon <joshua.eon@gmail.com>

Sent: Friday, August 9, 2024 10:08 AM

To: Town Manager <townmanager@lyman-me.gov>

Subject: Re: Town Property Logging Effort

Lindsay,

Thanks for the help and the Info. Being that the Old Ben Davis Road is Private, all costs associated with the maintenance of the roughly 3,600' road falls on the 13 families who currently reside on it. Does the town have a plan in place to assist with damage to the road which may be incurred during this roughly 40 acre logging effort such as crushed culverts and rutting? Also, there are a good number of families with small children and animals who utilize the road on a daily basis. Will the logging effort have a plan in place so that the trucks and effort do not pose a risk to those individuals?

Thanks again for the help.

Josh Eon

Cell: 207-608-2308

On Fri, Aug 9, 2024 at 9:09 AM Town Manager <townmanager@lyman-me.gov> wrote:

Good morning Josh,

They plan to do forest management sometime in the Fall. Right now, they are flagging property lines. They will be creating a parking area off of the old Ben Davis road for their equipment on the parcel they are harvesting from. When done with the harvest we've asked that they leave the skid trails and parking area clean for potential trail system.

Best regards,

Lindsay Gagne

Town Manager

FOAA officer

11 So. Waterboro Rd Lyman, ME 04002

📞 207-247-0642

📠 207-499-7562

✉️ townmanager@lyman-me.gov

🌐 lyman-me.gov

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

From: Josh Eon <joshua.eon@gmail.com>

Sent: Thursday, August 8, 2024 11:21 AM

To: Town Manager <townmanager@lyman-me.gov>

Subject: Re: Town Property Logging Effort

Thank you for the help.

Josh Eon

Cell: 207-608-2308

On Thu, Aug 8, 2024 at 9:15 AM Town Manager <townmanager@lyman-me.gov> wrote:

Good morning Josh,

I've forwarded this information to the forester to see if they can provide an update and will be in touch as soon as I have more information.

Best regards,

Lindsay Gagne

Town Manager

FOAA officer

11 So. Waterboro Rd Lyman, ME 04002

📞 207-247-0642

📠 207-499-7562

✉️ townmanager@lyman-me.gov

🌐 lyman-me.gov

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

From: Josh Eon <joshua.eon@gmail.com>

Sent: Thursday, August 8, 2024 8:57 AM

To: Town Manager <townmanager@lyman-me.gov>

Subject: Town Property Logging Effort

Lindsey,

I Live at 146 Old Ben Davis Road in Lyman and ran into a Forester parked across from my driveway earlier this evening. After a brief discussion she mentioned that she was marking out the 2 properties that abut and are across the road from our parcel (Map 3 lots 62 & 63A).

I was wondering if you knew the schedule for the logging effort and what the plan for access is pertaining to this effort?

Thanks for the help.

Josh Eon

Cell: 207-608-2308

ITEM# 5: (c.) Flashing Beacons Invoice Update

From: [Treasurer](#)
To: [Town Manager](#)
Subject: FW: Quote #5006
Date: Monday, August 26, 2024 1:41:07 PM
Attachments: [Town of Lyman Quote #5006.pdf](#)

Hi Lindsay,

Attached is the new quote on the poles for the crossing signs on Kennebunk Pond rd. The difference is \$367.20. This does include shipping. If the could please vote the following:

\$18.32 from the Kennebunk Pond Reserve Account (which would close this out)

\$348.88 from Capital Improvement

Then we can get this done. Please let me know if you have any questions. Thanks.

Jeanette Lemay

H.R. and Finance Officer

Town of Lyman
11 So. Waterboro Rd.
Lyman, ME 04002
(207) 247-0646

From: Linda Clinton <Linda@highwaytech.com>
Sent: Monday, August 26, 2024 12:35 PM
To: Treasurer <treasurer@lyman-me.gov>
Cc: Erica Cyr <erica@highwaytech.com>
Subject: RE: Quote #5006

Good afternoon Jeanette

Yes, it does include the shipping
Thank you.
Linda

From: Treasurer <treasurer@lyman-me.gov>
Sent: Monday, August 26, 2024 12:24 PM
To: Linda Clinton <Linda@highwaytech.com>
Cc: Erica Cyr <erica@highwaytech.com>
Subject: RE: Quote #5006

Hi Linda,

Does this include the shipping? Thanks

Jeanette Lemay

H.R. and Finance Officer

Town of Lyman

11 So. Waterboro Rd.

Lyman, ME 04002

(207) 247-0646

From: Linda Clinton <Linda@highwaytech.com>

Sent: Monday, August 26, 2024 11:04 AM

To: Treasurer <treasurer@lyman-me.gov>

Cc: Erica Cyr <erica@highwaytech.com>

Subject: Quote #5006

Good morning Jeanette,

Attached please find Invoice #5006

Thank you,

Nancy Lavallee

Highway Tech

Linda Clinton

Office Manager

Highway Tech

88 Commercial Street

Lewiston, ME 04240

Phone: 207-376-3833 x837

Fax: 866-232-7014

E-Mail: linda@highwaytech.com

Highway Tech

DATE	QUOTE#
8/26/2024	5006

CUST. PHONE	E-MAIL ADDRESS
PROJECT	

REP	FOB	LEAD TIME	TERMS
NL	Lewiston, ME	6-10 weeks	Net 30 1.5%

		TOTAL	\$2,307.00
--	--	--------------	-------------------

Terms of payment are net 30 days with a 1.5% service charge after 30 days, unless otherwise specified.

ITEM #5: (d.) Open Sealed Bids for RFP

TOWN OF LYMAN

11 So. Waterboro Rd Lyman, ME 04002
Tel: (207)-247-0642 FAX: (207)-499-7563

REQUEST FOR PROPOSALS

WINTER MAINTENANCE – TRANSFER STATION FACILITY SNOW REMOVAL & SANDING

PROJECT TITLE: Winter Maintenance – Transfer Station Facility

PROPOSAL DUE DATE: September 3rd, 2024 by 1:00pm

Sealed bids will be opened on **September 3rd, 2024 during the Select Board meeting.**

CONTRACT PERIOD: Three (3) years (October 1, 2024 – October 1, 2027)

CONTENTS OF THIS RFP:

1. Introduction
2. Scope of Work
3. Conditions & Instructions to Bidders
4. Pricing
5. Submission of Proposals
6. Bid Proposal Form

1. INTRODUCTION

The Town of Lyman is requesting proposals from qualified Contractors to plow and sand/salt the Transfer Station facility located at 988 South Waterboro Rd Lyman, Maine.

The intention of this RFP is to solicit responses and formal proposals and select a single organization to provide services to the Town of Lyman.

The scope of work is as outlined in this request for proposal. This document does not commit the Town of Lyman to any contract for any service, supply, or subscription whatsoever. The Town of Lyman will not reimburse any information or administrative costs incurred as a result of participation in response to the RFP. All costs associated with response will solely reside at the responding party's expense.

Please submit your proposal in a sealed envelope to the Town of Lyman by September 3rd, 2024 by 1:00pm EST.

Proposals must be addressed to:

Town of Lyman, Select Board
RFP: Winter Maintenance – Transfer Station
11 South Waterboro Rd
Lyman, ME 04002

Please mark sealed proposals plainly **“RFP: Winter Maintenance – Transfer Station”**. **Proposals will be opened publicly during the Select Boards regular meeting on September 3rd, 2024.** The Town will not except late bids. Questions regarding this request for proposal should be directed to:

townmanager@lyman-me.gov

Or call the Town Manager Office: 207-247-0642

2. SCOPE OF WORK

- Plow and/or sand the Transfer Station yard associated work areas as needed to maintain access and safe conditions for the public, transfer station employees and trucks hauling waste and recycling materials. (Areas to be plowed/sanded include: Entrance/access road to the Transfer Station, the general yard area, including all paved surface areas, through area behind garage to recycling compactors). No areas unpaved, such as gravel road to the salt shed need to be plowed.
- Services to be provided when weather conditions warrant as agreed to upon contract and also upon request of Transfer Station personnel. (As a general standard, plowing is required when 3 inches or more of snow has accumulated. Sanding is required when the surface is slippery enough to cause walking or driving difficulties or otherwise unsafe conditions).
- Contractor shall be responsible for providing all equipment necessary to perform the work. Town will provide the sand/salt
- Contractor must provide proof of insurance coverage as per contract agreement, including a certificate naming the Town of Lyman as additionally insured.
- Contractor shall be responsible for prompt communications when called upon by Transfer Station personnel during winter/snow season.

The Lyman Transfer Station is located at 988 South Waterboro Road Lyman, Maine

Transfer Station hours are from 8:00am to 4:00pm on Saturdays, Sundays, and Thursdays, and Tuesdays from 8:00am to 12:00pm. During hours of operation, initial snow removal to commence at 3 inches and every 3 inches thereafter and will be completed 30 minutes before start of business and continue through business hours as necessary. After business hours, snow may accumulate to 6 inches and will be removed as necessary. Sanding will be to the bare lot.

Terms and conditions will be further defined in a formal contract.

Contractors will submit an all-inclusive, fixed price bid, including subcontractor costs, if applicable.

3. CONDITIONS & INSTRUCTIONS TO BIDDERS

- Bidders shall use the enclosed bid form and submit additional information/credentials attached with bid form.
- Proposals must include separate line-item costs for any or all the items outlined on the proposal form.
- Proposals must be completed in full and must be signed by a firm official or representative. Proposals may be withdrawn prior to the time set for the official opening. Request for withdrawn must be submitted in writing.
- Proposals will be opened publicly. Bidders or representatives may be present at opening.
- Issuance of this RFP and receipt of proposals does not commit the Town to award a contract. The Town reserves the right to postpone receipt date, accepting or rejecting any or all proposals received in response to this RFP, or to negotiate with any of the consultants/firms submitting an RFP, or to cancel all or part of this RFP.
- Please state **"RFP: Winter Maintenance – Transfer Station"** on submitted, sealed envelope.

- The Town of Lyman reserves the right to waive any formality and technicality, whichever is deemed best for the interest of the Town.
- The Select Board will review sealed bids in an open public meeting and may, at the boards' discretion, delay award pending further review. It should be noted that the contract resulting from this RFP will be awarded to the respondent whose proposal is determined to be in the "best interest" of the Town. Therefore, the proposal offering the lowest cost may not necessarily be the proposal that is selected for award.
- **RIGHT OF REFUSAL.** The Town reserves the right to: a) Reject any or all proposals, or to make no award. b) Select certain applications from the proposals. c) Require modifications to initial proposals. d) to make partial or multiple awards. e) award based on initial proposals received, without discussion of such proposals. f) invite selected vendors to make oral presentations to the evaluations team. Failure of a vendor to comply with the request for meeting may be grounds for bid rejections. g) excuse technical defects in a proposal when, in its sole discretion, such as excuse is beneficial to the Town.
- The Contractor will furnish the Town with a certificate(s) of insurance executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth below. The Contractor shall, at its own expense, obtain and keep in force insurance coverage during the full term of the contract. Upon the Town's acceptance of the Contractor's proposal, a Certificate of Insurance shall be provided to the Town by the Contractor or the Contractor's insurance company before any work is performed. The Contractor's policies shall name the Town of Lyman as an additional insured.
 - **Liability Insurance (Or Commercial Liability):** Contractor shall maintain general liability with a limit of not less than One Million Dollars (\$1,000,000), combined single limit.
 - **Automobile Liability Insurance:** Contractor shall maintain automobile liability insurance with a limit not less than One Million Dollars (\$1,000,000) combined single limit.
 - **Workers' Compensation:** Contractor will maintain workers' compensation in amounts required by Main law and Employer's Liability Insurance, as necessary, as required by Maine law. If in the event the contractor is not required to carry workers' compensation according to Maine law, then the contractor must provide the Town with an approved Independent Contractors Status from the State of Maine.
- The contract agreement will be for October 1, 2024 through October 1, 2027 and work will commence in 2024 as weather conditions dictate. **Years 2 and 3 of the contract are subject to appropriations approved by the Town.**

4. PRICING

Proposals will clearly state and explain all costs associated with the services provided. The Town of Lyman will not make any advance payments. Invoices for services performed shall be submitted monthly beginning no sooner than November. The Town will pay the contractor in equal payments on the first accounts payable warrant beginning November through final payment in April.

There is no expressed or implied obligation on the part of the Town of Lyman to reimburse bidders for any expenses incurred in preparing or presenting proposals in response to this request.

5. SUBMISSION OF PROPOSALS

All proposals must be submitted in sealed envelopes, addressed to the Town of Lyman, Select Board and plainly marked **“RFP: Winter Maintenance – Transfer Station”**

Bid proposals will be date stamped on the outside of the envelope immediately upon receipt. Any bid may be withdrawn in writing prior to the scheduled time for opening bids. Any bids received after the time and date specified shall not be considered and shall be returned to the bidder unopened. Bidders shall bid to specifications and any exceptions must be noted. A bidder submitting a bid thereby certifies that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work, and that the bidder is competing solely on his/her behalf without connection with or obligation to any unsolicited person or firm.

No electronically submitted proposals will be accepted in response to this request.

The Town Manager will serve as the single point of contact for this request. All official communication between the bidder and the Town upon release of this RFP shall be with the Town Manager. Any other communication will be considered unofficial and non-binding on the Town. However, bidders are encouraged to visit the Transfer Station and/or inquire about the scope of work, if necessary, to help submit an accurate bid.

Lindsay Gagne
Town Manager
11 South Waterboro Rd
Lyman, ME 04002
Tel. (207)-247-0642
email: Townmanager@lyman-me.gov

This RFP does not obligate the Town of Lyman to contract for services specified herein.

The Town of Lyman reserves the right to extend a contract for ongoing services without reissuing an RFP.

6. BID PROPOSAL FORM

Due: **September 3rd, 2024 by 1:00pm EST.**

To: Town of Lyman, Select Board
RFP: Winter Maintenance – Transfer Station
11 South Waterboro Rd
Lyman, ME 04002

Contractor must provide separate line item as outlined below:

Year 1 : (2024 – 2025) Plowing/Sanding Total cost \$_____

Year 2 : (2025 – 2026) Plowing/Sanding Total cost \$_____

Year 3 : (2026 – 2027) Plowing/Sanding Total cost \$_____

Additional Services/Fees, if applicable:

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

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

Signature _____ Company _____

Name (print) _____ Telephone # _____

Title _____ Fax # _____

Address _____

Email Address _____

Web Site _____

INCIDENT STATISTICS

ITEM #6: (a.) GMFR Report

MONTHLY TOTALS

Aircraft Incident		
Alarms (Fire / CO)		
Appliance / Chimney Fire		
Brush / Woods Fire		
Gas Leaks / Hazmat		3
Lines / Trees Down		
Medical Emergencies	12	
Mutual Aid (EMS)		15
Mutual Aid (FIRE)		703
Odor/Smoke Investigation		577

	2023	2024
JAN:	86	92
FEB:	68	78
MAR:	69	128
APR:	70	100
MAY:	77	75
JUN:	72	95
JUL:	74	86
AUG:	74	-
SEP:	106	-
OCT:	62	-
NOV:	98	-
DECR:	130	-
Total Incidents (2023):	986	
Total Incidents (2022):	897	
Total Incidents (2021):	857	

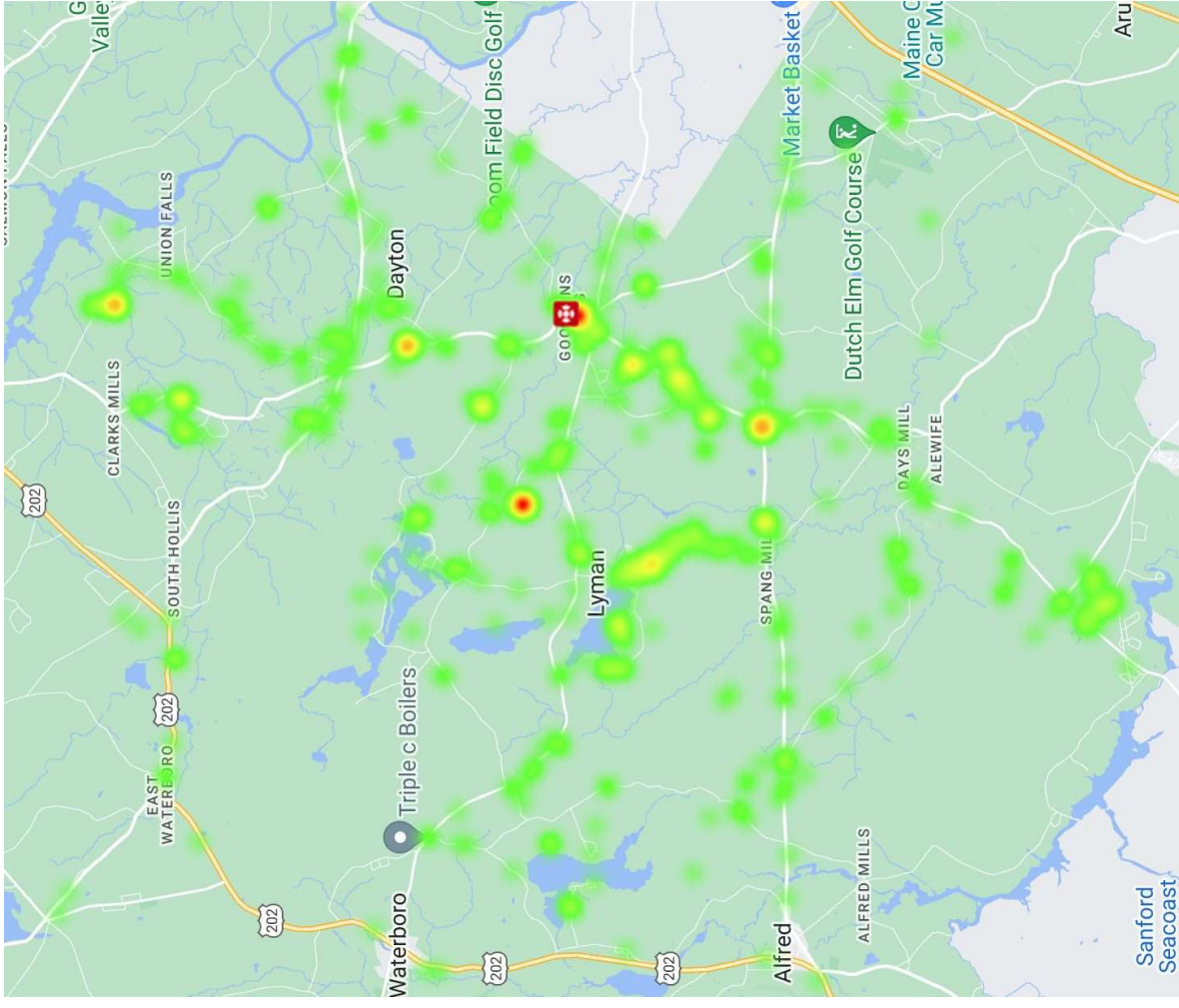
July 2024 / 2023

MONTHLY RECAP

Monthly Incidents 86 / 73	Points of Interest <ul style="list-style-type: none">7/29 - Sanford, Tanker 84 for a building fire, 4 responders, Incident time 2 hours 15 minutes.7/25 - Lyman, MVC car caught fire, transport to Portland, 8 responders, Incident took 2 hours 11 mins.7/18 - Arundel, Significant MVC involving motorcycle. Arundel tied up on early call, GMills and Biddeford Responded. 6 GMills Responders. Incident took 3 hours 45 mins.7/16 - Lyman, MVC Roll over with injuries, car caught fire. Alfred Mutual Aid, Transport to Portland, Total of 11 GMills responders, Incident time 3 hours.7/04 - Dayton, Alfred EMS handled EMS call as GMills at fire on Island, 1 responder from GMills.7/04 - Lyman, fire on Island in Wadleigh Pond, Maine Forest Service investigating. 7 total responders on scene. 2 additional incidents while on sceneProvided FAST Board In-service training with York County Fire & SacoReplaced broken hydrant on Buzzell Road Dayton3rd person on duty during day, position filled with part-time (per diem employee)1 New Jr. FF hired	Transports to Hospitals			Trainings 5 / 20	
Dayton Incidents 22 / 16		Maine Health Biddeford 27	Maine Health Sanford 2	Maine Health Portland 7	Other Mercy/York 0	Certifications 1 / 2
Lyman Incidents 48 / 43						Qualifications 0
Multi-Incidents 7 / 6						Career Staff 5
Mutual Aid - Given 16 / 14						Call-Force Staff 49
Mutual Aid - Received 10 / 3						Total Responders 36
Incidents to Date 654 / 516						Total Responders: Members who responded to at least one incident.

Heat Map of Incidents

512 of our 718 incidents for the year have been mapped to our heat map. The red dot in the middle is the geographic center so when an unrecognized address plots it defaults to the center.



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	732,119.00	0.00	732,119.00	122,381.75	0.00	609,737.25
11 - TOWN HALL	399,519.00	0.00	399,519.00	69,569.23	0.00	329,949.77
10 - SALARIES	399,519.00	0.00	399,519.00	69,569.23	0.00	329,949.77
101 - TOWN MGR	98,757.00	0.00	98,757.00	18,991.75	0.00	79,765.25
103 - HR & FINANCE	76,772.00	0.00	76,772.00	14,763.85	0.00	62,008.15
105 - TOWN CLERK/T	64,165.00	0.00	64,165.00	12,339.40	0.00	51,825.60
106 - ADMIN CLERK	81,202.00	0.00	81,202.00	6,955.31	0.00	74,246.69
115 - ASSESSOR	78,623.00	0.00	78,623.00	15,119.80	0.00	63,503.20
143 - ELECTRICIAN	0.00	0.00	0.00	1,399.12	0.00	-1,399.12
13 - ELECTIONS	9,779.00	0.00	9,779.00	0.00	0.00	9,779.00
10 - SALARIES	9,779.00	0.00	9,779.00	0.00	0.00	9,779.00
182 - BALLOT CLERK	9,429.00	0.00	9,429.00	0.00	0.00	9,429.00
183 - TM MODERATOR	350.00	0.00	350.00	0.00	0.00	350.00
17 - PLANNING	105,541.00	0.00	105,541.00	18,413.61	0.00	87,127.39
10 - SALARIES	105,541.00	0.00	105,541.00	18,413.61	0.00	87,127.39
141 - CEO	69,576.00	0.00	69,576.00	13,724.95	0.00	55,851.05
142 - CEO CLERK	30,865.00	0.00	30,865.00	4,688.66	0.00	26,176.34
147 - PB	5,100.00	0.00	5,100.00	0.00	0.00	5,100.00
18 - APPEALS BD	392.00	0.00	392.00	0.00	0.00	392.00
10 - SALARIES	392.00	0.00	392.00	0.00	0.00	392.00
148 - APPEALS BOAR	392.00	0.00	392.00	0.00	0.00	392.00
21 - RECREATION	4,087.00	0.00	4,087.00	1,021.75	0.00	3,065.25
10 - SALARIES	4,087.00	0.00	4,087.00	1,021.75	0.00	3,065.25
127 - REC DIRECT	4,087.00	0.00	4,087.00	1,021.75	0.00	3,065.25
31 - TRANSFER STA	131,419.00	0.00	131,419.00	21,478.55	0.00	109,940.45
10 - SALARIES	131,419.00	0.00	131,419.00	21,478.55	0.00	109,940.45
131 - TRF STATION	131,419.00	0.00	131,419.00	21,478.55	0.00	109,940.45
51 - ROADS	42,667.00	0.00	42,667.00	8,205.20	0.00	34,461.80
10 - SALARIES	42,667.00	0.00	42,667.00	8,205.20	0.00	34,461.80
151 - RD COMM	42,667.00	0.00	42,667.00	8,205.20	0.00	34,461.80
71 - GA	3,503.00	0.00	3,503.00	0.00	0.00	3,503.00
10 - SALARIES	3,503.00	0.00	3,503.00	0.00	0.00	3,503.00
171 - GA DIRECT	3,503.00	0.00	3,503.00	0.00	0.00	3,503.00
72 - ACO	7,697.00	0.00	7,697.00	1,480.20	0.00	6,216.80
10 - SALARIES	7,697.00	0.00	7,697.00	1,480.20	0.00	6,216.80
175 - ACO	7,697.00	0.00	7,697.00	1,480.20	0.00	6,216.80
99 - NOT SPECIFIC	27,515.00	0.00	27,515.00	2,343.22	0.00	25,171.78

Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
101 - SALARIES CONT'D						
10 - SALARIES	27,515.00	0.00	27,515.00	2,343.22	0.00	25,171.78
179 - HEALTH OFFIC	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
191 - EXTRA TIME	2,500.00	0.00	2,500.00	48.22	0.00	2,451.78
199 - SELECT BOARD	23,515.00	0.00	23,515.00	2,295.00	0.00	21,220.00
102 - BENEFITS	240,245.00	0.00	240,245.00	46,655.54	0.00	193,589.46
11 - TOWN HALL	10,700.00	0.00	10,700.00	2,040.75	0.00	8,659.25
20 - BENEFITS	10,700.00	0.00	10,700.00	2,040.75	0.00	8,659.25
280 - TRAINING	8,945.00	0.00	8,945.00	1,100.00	0.00	7,845.00
290 - MEMB & DUES	1,755.00	0.00	1,755.00	940.75	0.00	814.25
13 - ELECTIONS	300.00	0.00	300.00	0.00	0.00	300.00
20 - BENEFITS	300.00	0.00	300.00	0.00	0.00	300.00
280 - TRAINING	300.00	0.00	300.00	0.00	0.00	300.00
17 - BUILDINGS CO	540.00	0.00	540.00	90.00	0.00	450.00
20 - BENEFITS	540.00	0.00	540.00	90.00	0.00	450.00
280 - TRAINING	500.00	0.00	500.00	55.00	0.00	445.00
290 - MEMB & DUES	40.00	0.00	40.00	35.00	0.00	5.00
31 - TRANSFER STAT	500.00	0.00	500.00	200.00	0.00	300.00
20 - BENEFITS	500.00	0.00	500.00	200.00	0.00	300.00
280 - TRAINING	500.00	0.00	500.00	200.00	0.00	300.00
99 - NOT SPECIFIC	228,205.00	0.00	228,205.00	44,314.79	0.00	183,890.21
20 - BENEFITS	228,205.00	0.00	228,205.00	44,314.79	0.00	183,890.21
201 - FICA	56,122.00	0.00	56,122.00	9,730.28	0.00	46,391.72
210 - HEALTH	116,085.00	0.00	116,085.00	25,241.04	0.00	90,843.96
211 - DENTAL	4,414.00	0.00	4,414.00	919.59	0.00	3,494.41
214 - LIFE NO MED	370.00	0.00	370.00	96.30	0.00	273.70
230 - 457B ER MATC	17,217.00	0.00	17,217.00	3,024.89	0.00	14,192.11
231 - MPERS ER	33,997.00	0.00	33,997.00	5,302.69	0.00	28,694.31
110 - GEN ADMIN	162,935.00	0.00	162,935.00	44,579.99	23,030.00	94,305.01
11 - TOWN HALL	142,167.00	0.00	142,167.00	41,977.30	23,985.00	76,204.70
32 - CTRCT SVS EQ	75,459.00	0.00	75,459.00	32,246.90	22,500.00	20,712.10
310 - PROF SVS	75,459.00	0.00	75,459.00	32,246.90	22,500.00	20,712.10
39 - CONT SVS OTH	11,660.00	0.00	11,660.00	1,919.40	1,125.00	8,615.60
315 - MEMB & DUES	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00
399 - OTHER	4,160.00	0.00	4,160.00	1,919.40	1,125.00	1,115.60
50 - UTILITIES	10,470.00	0.00	10,470.00	1,291.42	0.00	9,178.58

Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
110 - GEN ADMIN CONT'D						
580 - COMM	10,470.00	0.00	10,470.00	1,291.42	0.00	9,178.58
60 - SUPPLIES	17,998.00	0.00	17,998.00	4,810.95	0.00	13,187.05
610 - SUPPLIES	11,000.00	0.00	11,000.00	2,016.28	0.00	8,983.72
650 - POSTAGE	6,998.00	0.00	6,998.00	2,794.67	0.00	4,203.33
80 - ADVER, PRINT	16,880.00	0.00	16,880.00	0.00	360.00	16,520.00
810 - ADVERTISE	2,500.00	0.00	2,500.00	0.00	360.00	2,140.00
830 - FORMS	8,780.00	0.00	8,780.00	0.00	0.00	8,780.00
850 - TOWN REPORT	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
860 - TAX BILLS	3,600.00	0.00	3,600.00	0.00	0.00	3,600.00
90 - OTHER	9,700.00	0.00	9,700.00	1,708.63	0.00	7,991.37
910 - MILEAGE/TRAV	8,700.00	0.00	8,700.00	510.58	0.00	8,189.42
911 - MI/TRAV ELE	0.00	0.00	0.00	284.88	0.00	-284.88
915 - EE RECONIT	1,000.00	0.00	1,000.00	913.17	0.00	86.83
17 - BLDGS & CODE	16,268.00	0.00	16,268.00	2,602.69	45.00	13,620.31
39 - CONT SVS OTH	2,528.00	0.00	2,528.00	1,988.00	0.00	540.00
315 - MEMB & DUES	1,928.00	0.00	1,928.00	1,928.00	0.00	0.00
399 - OTHER	600.00	0.00	600.00	60.00	0.00	540.00
60 - SUPPLIES	1,200.00	0.00	1,200.00	25.09	0.00	1,174.91
610 - SUPPLIES	200.00	0.00	200.00	25.09	0.00	174.91
650 - POSTAGE	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
80 - ADVER, PRINT	2,040.00	0.00	2,040.00	0.00	45.00	1,995.00
810 - ADVERTISE	2,040.00	0.00	2,040.00	0.00	45.00	1,995.00
90 - OTHER	10,500.00	0.00	10,500.00	589.60	0.00	9,910.40
910 - MILEAGE/TRAV	3,000.00	0.00	3,000.00	589.60	0.00	2,410.40
999 - MISC	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00
19 - COMMITTEES	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
90 - OTHER	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
999 - MISC	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
115 - ELECTIONS						
13 - ELECTIONS	15,517.00	0.00	15,517.00	134.32	0.00	15,382.68
39 - CONT SVS OTH	10,662.00	0.00	10,662.00	0.00	0.00	10,662.00
399 - OTHER	10,662.00	0.00	10,662.00	0.00	0.00	10,662.00
60 - SUPPLIES	2,700.00	0.00	2,700.00	134.32	0.00	2,565.68
610 - SUPPLIES	500.00	0.00	500.00	134.32	0.00	365.68
650 - POSTAGE	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
670 - SIGNS	200.00	0.00	200.00	0.00	0.00	200.00

Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
117 - ELECTIONS CONT'D						
80 - ADVER, PRINT	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
810 - ADVERTISE	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
90 - OTHER	955.00	0.00	955.00	0.00	0.00	955.00
910 - MILEAGE/TRAV	955.00	0.00	955.00	0.00	0.00	955.00
117 - GEN ADMIN IN						
	38,543.00	0.00	38,543.00	22,353.50	0.00	16,189.50
99 - NOT SPECIFIE	38,543.00	0.00	38,543.00	22,353.50	0.00	16,189.50
38 - CONT SVS INS	38,543.00	0.00	38,543.00	22,353.50	0.00	16,189.50
325 - INS PROP & C	20,382.00	0.00	20,382.00	16,876.00	0.00	3,506.00
326 - INS W.C.	16,511.00	0.00	16,511.00	5,399.50	0.00	11,111.50
327 - INS UNEMPLOY	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
328 - INS VOLUNTEE	150.00	0.00	150.00	78.00	0.00	72.00
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						
	9,328.00	0.00	9,328.00	6,727.77	0.00	2,600.23
72 - ACO	9,328.00	0.00	9,328.00	6,727.77	0.00	2,600.23
39 - CONT SVS OTH	7,628.00	0.00	7,628.00	6,606.50	0.00	1,021.50
381 - ACO	7,628.00	0.00	7,628.00	6,606.50	0.00	1,021.50
90 - OTHER	1,700.00	0.00	1,700.00	121.27	0.00	1,578.73
910 - MILEAGE/TRAV	1,700.00	0.00	1,700.00	121.27	0.00	1,578.73
128 - HHS C/A						
	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
71 - GA	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
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
60 - SUPPLIES	150.00	0.00	150.00	0.00	0.00	150.00
610 - SUPPLIES	150.00	0.00	150.00	0.00	0.00	150.00
90 - OTHER	350.00	0.00	350.00	0.00	0.00	350.00
910 - MILEAGE/TRAV	350.00	0.00	350.00	0.00	0.00	350.00
129 - HHS SOCIAL S						
	1,132.00	0.00	1,132.00	0.00	0.00	1,132.00
75 - SOCIAL SERV	1,132.00	0.00	1,132.00	0.00	0.00	1,132.00
91 - OTHER SOC SV	1,132.00	0.00	1,132.00	0.00	0.00	1,132.00

Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
179 - HHS SOCIAL STAFF ID						
999 - OTHER	1,132.00	0.00	1,132.00	0.00	0.00	1,132.00
181 - ROADS	839,048.00	0.00	839,048.00	1,008.75	0.00	838,039.25
51 - ROADS	839,048.00	0.00	839,048.00	1,008.75	0.00	838,039.25
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	838,048.00	0.00	838,048.00	1,008.75	0.00	837,039.25
481 - RDS/CONSTRUC	344,000.00	0.00	344,000.00	0.00	0.00	344,000.00
482 - RDS/RESURFA	323,548.00	0.00	323,548.00	0.00	0.00	323,548.00
483 - RDS/REPAIRS	170,500.00	0.00	170,500.00	1,008.75	0.00	169,491.25
181 - BSG CARE & M	25,004.00	0.00	25,004.00	4,053.00	0.00	20,951.00
11 - TOWN HALL	15,272.00	0.00	15,272.00	3,763.00	0.00	11,509.00
31 - CTRCT SVS BL	10,722.00	0.00	10,722.00	2,770.00	0.00	7,952.00
310 - PROF SVS	10,722.00	0.00	10,722.00	2,770.00	0.00	7,952.00
40 - REPAIRS & MA	4,550.00	0.00	4,550.00	993.00	0.00	3,557.00
410 - BLDGS & GROU	4,550.00	0.00	4,550.00	993.00	0.00	3,557.00
21 - RECREATION	3,600.00	0.00	3,600.00	0.00	0.00	3,600.00
31 - CTRCT SVS BL	1,300.00	0.00	1,300.00	0.00	0.00	1,300.00
310 - PROF SVS	1,300.00	0.00	1,300.00	0.00	0.00	1,300.00
40 - REPAIRS & MA	2,300.00	0.00	2,300.00	0.00	0.00	2,300.00
410 - BLDGS & GROU	2,300.00	0.00	2,300.00	0.00	0.00	2,300.00
22 - BUNGANUT	1,660.00	0.00	1,660.00	145.00	0.00	1,515.00
31 - CTRCT SVS BL	660.00	0.00	660.00	145.00	0.00	515.00
310 - PROF SVS	660.00	0.00	660.00	145.00	0.00	515.00
40 - REPAIRS & MA	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
410 - BLDGS & GROU	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
23 - KBP	190.00	0.00	190.00	145.00	0.00	45.00
31 - CTRCT SVS BL	190.00	0.00	190.00	145.00	0.00	45.00
310 - PROF SVS	190.00	0.00	190.00	145.00	0.00	45.00
31 - TRANSFER STA	4,282.00	0.00	4,282.00	0.00	0.00	4,282.00
31 - CTRCT SVS BL	3,132.00	0.00	3,132.00	0.00	0.00	3,132.00
310 - PROF SVS	3,132.00	0.00	3,132.00	0.00	0.00	3,132.00
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

Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
142 - BKG MOWING CONT'D	63,602.00	0.00	63,602.00	28,063.20	11,108.80	23,490.00
142 - B&G MOWING			63,602.00			
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	51,102.00	0.00	51,102.00	16,663.20	11,108.80	23,330.00
31 - CTRCT SVS BL	51,102.00	0.00	51,102.00	16,663.20	11,108.80	23,330.00
370 - MOWING	51,102.00	0.00	51,102.00	16,663.20	11,108.80	23,330.00
143 - B&G PLOWING	672,540.00	0.00	672,540.00	125,145.00	338,355.00	209,040.00
11 - TOWN HALL	4,640.00	0.00	4,640.00	0.00	0.00	4,640.00
31 - CTRCT SVS BL	4,640.00	0.00	4,640.00	0.00	0.00	4,640.00
360 - PLOW & SAND	4,640.00	0.00	4,640.00	0.00	0.00	4,640.00
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	0.00	0.00	1,200.00
31 - CTRCT SVS BL	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
360 - PLOW & SAND	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
31 - TRANSFER STA	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
31 - CTRCT SVS BL	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
360 - PLOW & SAND	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
51 - ROADS	657,000.00	0.00	657,000.00	125,145.00	338,355.00	193,500.00
31 - CTRCT SVS BL	657,000.00	0.00	657,000.00	125,145.00	338,355.00	193,500.00
360 - PLOW & SAND	657,000.00	0.00	657,000.00	125,145.00	338,355.00	193,500.00
145 - B&G WASTE SV	18,225.00	0.00	18,225.00	2,180.00	0.00	16,045.00
11 - TOWN HALL	1,820.00	0.00	1,820.00	620.00	0.00	1,200.00
31 - CTRCT SVS BL	1,820.00	0.00	1,820.00	620.00	0.00	1,200.00
330 - WASTE SVS	1,820.00	0.00	1,820.00	620.00	0.00	1,200.00
21 - RECREATION	4,170.00	0.00	4,170.00	225.00	0.00	3,945.00
31 - CTRCT SVS BL	1,710.00	0.00	1,710.00	40.00	0.00	1,670.00
330 - WASTE SVS	1,710.00	0.00	1,710.00	40.00	0.00	1,670.00
35 - CTRCT SVS WA	2,460.00	0.00	2,460.00	185.00	0.00	2,275.00
331 - PROF PORTA P	2,460.00	0.00	2,460.00	185.00	0.00	2,275.00
22 - BUNGANUT	6,675.00	0.00	6,675.00	960.00	0.00	5,715.00
31 - CTRCT SVS BL	2,380.00	0.00	2,380.00	350.00	0.00	2,030.00

Expense Summary Report

FUND: 1

ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
145 - B&G WASTE SVS (CONT'D)						
330 - WASTE SVS	2,380.00	0.00	2,380.00	350.00	0.00	2,030.00
35 - CTRCT SVS WA	4,295.00	0.00	4,295.00	610.00	0.00	3,685.00
331 - PROF PORTA P	4,295.00	0.00	4,295.00	610.00	0.00	3,685.00
23 - KBP	4,020.00	0.00	4,020.00	335.00	0.00	3,685.00
31 - CTRCT SVS BL	1,560.00	0.00	1,560.00	0.00	0.00	1,560.00
330 - WASTE SVS	1,560.00	0.00	1,560.00	0.00	0.00	1,560.00
35 - CTRCT SVS WA	2,460.00	0.00	2,460.00	335.00	0.00	2,125.00
331 - PROF PORTA P	2,460.00	0.00	2,460.00	335.00	0.00	2,125.00
51 - ROADS	1,540.00	0.00	1,540.00	40.00	0.00	1,500.00
31 - CTRCT SVS BL	1,200.00	0.00	1,200.00	40.00	0.00	1,160.00
330 - WASTE SVS	1,200.00	0.00	1,200.00	40.00	0.00	1,160.00
35 - CTRCT SVS WA	340.00	0.00	340.00	0.00	0.00	340.00
331 - PROF PORTA P	340.00	0.00	340.00	0.00	0.00	340.00
147 - B&G ENERGY	26,734.00	0.00	26,734.00	1,634.00	0.00	25,100.00
11 - TOWN HALL	10,484.00	0.00	10,484.00	402.00	0.00	10,082.00
50 - UTILITIES	10,484.00	0.00	10,484.00	402.00	0.00	10,082.00
510 - PROPANE	3,984.00	0.00	3,984.00	0.00	0.00	3,984.00
560 - ELECTRICITY	6,500.00	0.00	6,500.00	402.00	0.00	6,098.00
21 - RECREATION	750.00	0.00	750.00	34.43	0.00	715.57
50 - UTILITIES	750.00	0.00	750.00	34.43	0.00	715.57
560 - ELECTRICITY	750.00	0.00	750.00	34.43	0.00	715.57
22 - BUNGANUT	2,500.00	0.00	2,500.00	445.91	0.00	2,054.09
50 - UTILITIES	2,500.00	0.00	2,500.00	445.91	0.00	2,054.09
560 - ELECTRICITY	2,500.00	0.00	2,500.00	445.91	0.00	2,054.09
23 - KBP	2,000.00	0.00	2,000.00	57.45	0.00	1,942.55
50 - UTILITIES	2,000.00	0.00	2,000.00	57.45	0.00	1,942.55
560 - ELECTRICITY	2,000.00	0.00	2,000.00	57.45	0.00	1,942.55
31 - TRANSFER STA	4,500.00	0.00	4,500.00	331.36	0.00	4,168.64
50 - UTILITIES	4,500.00	0.00	4,500.00	331.36	0.00	4,168.64
560 - ELECTRICITY	4,500.00	0.00	4,500.00	331.36	0.00	4,168.64
51 - ROADS	6,500.00	0.00	6,500.00	367.93	0.00	6,132.07
50 - UTILITIES	6,500.00	0.00	6,500.00	367.93	0.00	6,132.07
560 - ELECTRICITY	6,500.00	0.00	6,500.00	367.93	0.00	6,132.07

148 - B&G SIGNS	9,000.00	0.00	9,000.00	277.12	0.00	8,722.88
-----------------	----------	------	----------	--------	------	----------

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						
21 - RECREATION	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
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
23 - KENNEBUNK PD	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
31 - TRANSFER STA	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
51 - ROADS	7,000.00	0.00	7,000.00	277.12	0.00	6,722.88
60 - SUPPLIES	7,000.00	0.00	7,000.00	277.12	0.00	6,722.88
670 - SIGNS	7,000.00	0.00	7,000.00	277.12	0.00	6,722.88
150 - PPG STATION	345,375.00	0.00	345,375.00	26,006.51	0.00	319,368.49
31 - TRANSFER STA	345,375.00	0.00	345,375.00	26,006.51	0.00	319,368.49
35 - CTRCT SVS WA	322,415.00	0.00	322,415.00	25,636.32	0.00	296,778.68
310 - PROF SVS	5,280.00	0.00	5,280.00	327.00	0.00	4,953.00
349 - PROF SVS CAN	2,400.00	0.00	2,400.00	200.00	0.00	2,200.00
350 - PROF SVS TIP	185,525.00	0.00	185,525.00	15,818.43	0.00	169,706.57
351 - PROF SVS TW	43,875.00	0.00	43,875.00	2,984.09	0.00	40,890.91
352 - PROF SVS REC	16,960.00	0.00	16,960.00	1,047.80	0.00	15,912.20
355 - PROF SVS HAU	30,525.00	0.00	30,525.00	2,280.00	0.00	28,245.00
356 - PROF SVS HW	17,550.00	0.00	17,550.00	1,520.00	0.00	16,030.00
357 - PROF SVS HR	8,775.00	0.00	8,775.00	570.00	0.00	8,205.00
358 - PROF SVS HWO	2,750.00	0.00	2,750.00	509.00	0.00	2,241.00
359 - PROF SVS MET	8,775.00	0.00	8,775.00	380.00	0.00	8,395.00
40 - REPAIRS & MA	11,830.00	0.00	11,830.00	120.85	0.00	11,709.15
450 - EQUIPMENT	11,830.00	0.00	11,830.00	120.85	0.00	11,709.15
50 - UTILITIES	5,880.00	0.00	5,880.00	249.34	0.00	5,630.66
570 - FUEL	2,880.00	0.00	2,880.00	0.00	0.00	2,880.00
580 - COMM	3,000.00	0.00	3,000.00	249.34	0.00	2,750.66
60 - SUPPLIES	4,200.00	0.00	4,200.00	0.00	0.00	4,200.00
610 - SUPPLIES	200.00	0.00	200.00	0.00	0.00	200.00
690 - PPG	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
160 - TOWN STATION CONT'D						
90 - OTHER	1,050.00	0.00	1,050.00	0.00	0.00	1,050.00
920 - STATE FEES	550.00	0.00	550.00	0.00	0.00	550.00
930 - HEALTH & WEL	500.00	0.00	500.00	0.00	0.00	500.00
161 - PARKS & REC						
21 - RECREATION	8,110.00	0.00	8,110.00	3,651.92	0.00	4,458.08
40 - REPAIRS & MA	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
450 - EQUIPMENT	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
90 - OTHER	7,110.00	0.00	7,110.00	3,651.92	0.00	3,458.08
940 - REC PROGRAMS	6,860.00	0.00	6,860.00	3,500.00	0.00	3,360.00
999 - MISC	250.00	0.00	250.00	151.92	0.00	98.08
22 - BUNGANUT	600.00	0.00	600.00	50.20	0.00	549.80
50 - UTILITIES	600.00	0.00	600.00	50.20	0.00	549.80
580 - COMM	600.00	0.00	600.00	50.20	0.00	549.80
23 - KPB	1,600.00	0.00	1,600.00	259.98	0.00	1,340.02
50 - UTILITIES	1,600.00	0.00	1,600.00	259.98	0.00	1,340.02
580 - COMM	1,600.00	0.00	1,600.00	259.98	0.00	1,340.02
171 - RES EQUIP						
99 - NOT SPECIFIC	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00
95 - RESERVES	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00
970 - TOWN RESERVE	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00
173 - RES BUDG						
99 - NOT SPECIFIC	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
95 - RESERVES	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
970 - TOWN RESERVE	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
175 - RES CON SVC						
99 - NOT SPECIFIC	22,000.00	0.00	22,000.00	0.00	0.00	22,000.00
95 - RESERVES	22,000.00	0.00	22,000.00	0.00	0.00	22,000.00
970 - TOWN RESERVE	22,000.00	0.00	22,000.00	0.00	0.00	22,000.00
177 - RES MISC						
99 - NOT SPECIFIC	90,215.00	0.00	90,215.00	0.00	0.00	90,215.00
95 - RESERVES	90,215.00	0.00	90,215.00	0.00	0.00	90,215.00

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
177 - RES MISC OUTB						
970 - TOWN RESERVE	90,215.00	0.00	90,215.00	0.00	0.00	90,215.00
179 - RESERVES GMFR	90,000.00	0.00	90,000.00	0.00	0.00	90,000.00
91 - GMFR	90,000.00	0.00	90,000.00	0.00	0.00	90,000.00
95 - RESERVES	90,000.00	0.00	90,000.00	0.00	0.00	90,000.00
978 - GMFR RESERVE	90,000.00	0.00	90,000.00	0.00	0.00	90,000.00
181 - OUTS GEM AD	130,650.00	0.00	130,650.00	71,080.23	4,100.00	55,469.77
11 - TOWN HALL	63,250.00	0.00	63,250.00	34,127.50	0.00	29,122.50
33 - CONT PROF	63,250.00	0.00	63,250.00	34,127.50	0.00	29,122.50
310 - PROF SERV	40,250.00	0.00	40,250.00	33,550.00	0.00	6,700.00
320 - PROF SERV LE	17,000.00	0.00	17,000.00	577.50	0.00	16,422.50
323 - PROF SERV AU	6,000.00	0.00	6,000.00	0.00	0.00	6,000.00
15 - CEMETERIES	4,200.00	0.00	4,200.00	52.73	0.00	4,147.27
37 - CONT OUT	4,200.00	0.00	4,200.00	52.73	0.00	4,147.27
399 - CONT SVS OTH	4,200.00	0.00	4,200.00	52.73	0.00	4,147.27
17 - PLANNING	22,200.00	0.00	22,200.00	0.00	0.00	22,200.00
33 - CONT PROF	22,200.00	0.00	22,200.00	0.00	0.00	22,200.00
310 - PROF SERV	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
320 - PROF SERV LE	17,200.00	0.00	17,200.00	0.00	0.00	17,200.00
22 - BUNGANUT	41,000.00	0.00	41,000.00	36,900.00	4,100.00	0.00
37 - CONT OUT	41,000.00	0.00	41,000.00	36,900.00	4,100.00	0.00
399 - CONT SVS OTH	41,000.00	0.00	41,000.00	36,900.00	4,100.00	0.00
185 - OUTSOURCE OI	207,541.00	0.00	207,541.00	207,541.00	0.00	0.00
95 - LIBRARY	157,291.00	0.00	157,291.00	157,291.00	0.00	0.00
37 - CONT OUT	157,291.00	0.00	157,291.00	157,291.00	0.00	0.00
399 - CONT SVS OTH	157,291.00	0.00	157,291.00	157,291.00	0.00	0.00
99 - NOT SPEC	50,250.00	0.00	50,250.00	50,250.00	0.00	0.00
37 - CONT OUT	45,250.00	0.00	45,250.00	45,250.00	0.00	0.00
399 - CONT SVS OTH	45,250.00	0.00	45,250.00	45,250.00	0.00	0.00
90 - OTHER	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00
999 - MISC	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00
186 - OUTS PMFR	706,695.00	0.00	706,695.00	176,673.75	530,021.25	0.00
91 - GMFR	706,695.00	0.00	706,695.00	176,673.75	530,021.25	0.00

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
106 - OUTS GMR CONTRA						
37 - CONT OUT	706,695.00	0.00	706,695.00	176,673.75	530,021.25	0.00
391 - GMR PERSONN	506,424.00	0.00	506,424.00	109,916.75	396,507.25	0.00
392 - GMR CONTRAC	200,271.00	0.00	200,271.00	66,757.00	133,514.00	0.00
106 - OTHER CIP	55,000.00	0.00	55,000.00	0.00	0.00	55,000.00
11 - TOWN HALL						
33 - CONT PROF	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
310 - PROF SERV	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
70 - EQUIPMENT	13,161.00	0.00	13,161.00	0.00	0.00	13,161.00
710 - COMP EQUIP	11,801.00	0.00	11,801.00	0.00	0.00	11,801.00
730 - OFFICE EQUIP	360.00	0.00	360.00	0.00	0.00	360.00
790 - OTHER EQUIP	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
21 - RECREATION	3,100.00	0.00	3,100.00	0.00	0.00	3,100.00
70 - EQUIPMENT	3,100.00	0.00	3,100.00	0.00	0.00	3,100.00
790 - OTHER EQUIP	3,100.00	0.00	3,100.00	0.00	0.00	3,100.00
22 - BUNGANUT	3,600.00	0.00	3,600.00	0.00	0.00	3,600.00
70 - EQUIPMENT	600.00	0.00	600.00	0.00	0.00	600.00
710 - COMP EQUIP	600.00	0.00	600.00	0.00	0.00	600.00
90 - OTHER	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
999 - MISC	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
31 - TRANSFER STA	26,000.00	0.00	26,000.00	0.00	0.00	26,000.00
70 - EQUIPMENT	26,000.00	0.00	26,000.00	0.00	0.00	26,000.00
790 - OTHER EQUIP	26,000.00	0.00	26,000.00	0.00	0.00	26,000.00
195 - RSU # 57	0.00	5,990,606.67	5,990,606.67	1,497,651.66	4,492,955.01	0.00
92 - RSU # 57	0.00	5,990,606.67	5,990,606.67	1,497,651.66	4,492,955.01	0.00
90 - OTHER	0.00	5,990,606.67	5,990,606.67	1,497,651.66	4,492,955.01	0.00
999 - MISC	0.00	5,990,606.67	5,990,606.67	1,497,651.66	4,492,955.01	0.00
197 - COUNTY	0.00	369,346.17	369,346.17	369,346.17	0.00	0.00
97 - COUNTY	0.00	369,346.17	369,346.17	369,346.17	0.00	0.00
90 - OTHER	0.00	369,346.17	369,346.17	369,346.17	0.00	0.00
999 - MISC	0.00	369,346.17	369,346.17	369,346.17	0.00	0.00
199 - OVERLAY	55,000.00	-2,678.38	52,321.62	1,652.45	0.00	50,669.17
99 - NOT SPECIFIC	55,000.00	-2,678.38	52,321.62	1,652.45	0.00	50,669.17

Expense Summary Report

FUND: 1
ALL Months

ACCOUNT	BUDGET ORIGINAL	BUDGET ADJUSTMENT	BUDGET NET	YTD NET	OUTSTAND ENCUM	UNEXPENDED BALANCE
199 - OVERLAY COMTD						
90 - OTHER	55,000.00	-2,678.38	52,321.62	1,652.45	0.00	50,669.17
999 - MISC	55,000.00	-2,678.38	52,321.62	1,652.45	0.00	50,669.17
Final Totals	1,628,119.00	6,357,374.46	10,985,393.46	1,799,232.90	5,400,570.06	2,805,570.50

ITEM #6: (c.) Assesor Commitment Summary

2024-2025 COMMITMENT SUMMARY					
	Current FY 24-25 Certified Ratio 76%	Prior FY 23-24 Certified Ratio 89%			Increase / Decrease
<i>*Exemptions such as \$25,000 Homestead & \$6,000 Veterans are adjusted to certified ratio (\$19,000 & \$4,560 respectively)</i>					
Mill Rate p/\$1,000	\$ 12.61	\$ 12.19		\$	0.42
	0.01261	0.01219			0.00042
Valuation Base:					
Taxable Real & Personal Property	\$ 662,473,100	\$ 648,929,120		\$	13,543,980
Homestead Reimbursement from the State	+ \$ 17,002,720 @ 76%	\$ 19,901,740 @ 76%		\$	(2,899,020)
BETE Reimbursement from the State	+ \$ 1,247,800 @ 50%	\$ 800,500 @ 50%		\$	447,300
Total Valuation Base:	\$ 680,723,620	\$ 669,631,360		\$	11,092,260
Appropriations - Voted Budget (Dollars Out):					
Education	\$ 5,990,607	\$ 5,597,245		\$	393,362
Municipal	\$ 4,573,119	\$ 4,385,374		\$	187,745
County	\$ 369,346	\$ 335,184		\$	34,162
Total Appropriations:	\$ 10,933,072	\$ 10,317,803		\$	615,269
LESS:					
Deductions - Revenues - (Dollars In):					
State Municipal Revenue Sharing	\$ 469,946	\$ 450,387		\$	19,559
Other Revenues - i.e. Excise, Appropriated Surplus, etc.	\$ 1,931,522	\$ 1,720,000		\$	211,522
Total Deductions:	\$ 2,401,468	\$ 2,170,387		\$	231,081
REMAINING TOTAL TO BE RAISED BY TAXES:	\$ 8,531,604	\$ 8,147,416		\$	384,188
Mill Rate:					
Total to be raised by taxes ÷ Total Valuation Base = Minimum Mill Rate Calculation x (100% + Overlay Percentage) = Chosen Mill Rate					
8,531,604 ÷ 680,723,620 = 0.012533 x 100.6% = 0.01261					
Tax For Commitment:					
Taxable Real & Personal Property x Mill Rate = Tax for Commitment					
662,473,100 x 0.01261 = 8,353,786					
Overlay:					
Tax for Commitment + Homestead & BETE Reimbursements - Total to be raised by taxes = Overlay					
8,353,786 + 214,404 + 15,735 - 8,531,604 = 52,321					
**Numbers have been rounded				Respectfully Submitted, Laurie Gonska, CMA	8/26/2024

COMPOSTING PROGRAM SURVEY

We'd like your
feedback



TOWN OF LYMAN COMPOSTING PROGRAM SURVEY

The Town of Lyman is considering the development of a municipal composting program at the Transfer Station for residents to help reduce the amount of food waste in our Municipal Solid Waste (MSW). By diverting food waste from our regular trash, we can decrease the volume of MSW, which currently costs the town \$97.50 per ton in tipping fees. In contrast, single-sort recycling costs \$65.00 per ton, highlighting the financial benefits of reducing MSW.

This composting initiative aims to not only lower the financial burden on the town's budget but also to promote eco-friendly practices that keep food waste out of Maine's landfills.

Your input is vital to shaping this program and ensuring it meets the needs and expectations of our community. Please take a few moments to complete this survey and help us make Lyman a greener, more sustainable place to live.

TAKE THE SURVEY
Scan the QR Code



www.lyman-me.gov

ITEM #6: (e.) Planning Board Report



LYMAN PLANNING BOARD Quarterly Report Fourth Quarter, Fiscal Year 2023/2024

Sanford/Springvale YMCA and John Wasileski – 39 Muscatawa Rd – Map 06 Lot 043 – YMCA would like to run a summer day camp on the property owned by Mr. Wasileski:

- Reviewed & signed the Notice of Decision

Rodney & Jennifer Tardif – Duke Ln – Map 07 Lot 103-2A2 – Requirements to have a private way to obtain road frontage:

- Reviewed & signed Notice of Decision.

Richard & Judith Huot – 75 Barkers Pond Rd – Map 14 Lot 020 – Best Practical Location review for demoing existing seasonal camp and rebuilding on same footprint:

- Reviewed & signed Notice of Decision.

J Jacques LLC – Judy Morin/Steve Joyce – 1 S Waterboro Rd – Map 13 Lot 012 – Proposed use for church is as a church and other sections of the building as a fitness and wellness center:

- Reviewed the application and went over the Site Plan Checklist.
- Conducted a Site Walk.
- Held a Public Hearing.
- Approved the application.
- Reviewed the 16 Standards.
- Wrote Notice of Decision.

Subdivision Performance Guaranty – Review town's requirement for Performance Guaranty:

- Reviewed neighboring municipalities Performance Guaranty options.
- Proposed revision of Subdivision Performance Guaranty.
- Held a Public Hearing.

Encompass Joy LLC – Keri-ann Johnson – 1301 & 1303 Alfred Rd – Map 12 Lot 018-1 – Proposed changes to the property/use next to former Ashley's Restaurant:

- Reviewed the application and went over the Site Plan Checklist.
- Conducted a Site Walk.

Harper Residential Subdivision - Map 03, Lot 087-3 –

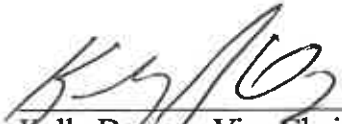
- Discussed with applicant requirements for roads in a subdivision.
- Reviewed interpretations by Southern Maine Planning & Development.

Salem Capital Group – Daniel Crook – 301 Middle Rd – Map 04 Lot 043-4 – Proposed reopening of the gas station/convenience store with potential to add catering with take-out and delivery:


- Reviewed application.

Mackenzie Goudreau – 30 Savannah Ln – Map 09 Lot 012-3 – Proposing to open an in-home daycare:

- The CEO believes this falls under Home Occupation, and the Planning Board agrees.



Kelly Demers, Vice Chairman
or
Cecile Dupuis, Secretary



Date

ITEM #7: (a.) Request to reduce speed limit

Considerations for Speed and Weight Limit Adjustments on Town Roads

At the request of Joe Wagner to consider reducing the speed limit and weight limit on Day Road, I have conducted extensive research into the role of municipalities in implementing such changes. Given that Mr. Wagner resides on Day Road and serves as an elected official on the Select Board, I recommend that he abstain from any involvement in this matter to ensure full transparency and avoid the appearance of a conflict of interest.

I am referring this matter to the Select Board for their consideration, as these changes require approval from the Select Board and involve budgeting and allocation of municipal resources. Below is a summary of the relevant laws and requirements pertaining to changes in speed limits and weight limits on town roads

Restricting Vehicle Weight on Posted Ways

- **State Law:** Sets maximum weight limits for all public roads, including both state and local roads.
 - **Temporary Weight Limits:** Municipalities have the authority to set temporary weight limits during mud season, provided they post a notice of the temporary restriction.
 - **Permanent Weight Limits:** Municipalities may establish permanent weight limits, but this requires the enactment of a local ordinance.
- **Exemptions:** Certain vehicles are exempt from weight limits under state law.

Increasing or Decreasing Speed Limits

- **State Authority:** Speed limits on all public roads are set by the state.
- **Municipal Requirements:** To increase or decrease speed limits, municipalities must comply with the requirements of Title 29-A §2705.
 - **Approval Process:** Requires approval from the Maine Department of Transportation (MDOT) and the Chief of the State Police, including written notice.
 - **Qualifying Municipality:** The municipality must either have a population of over 2,500 or employ a professional engineer.
 - **Speed Zoning Responsibilities:** Once approved, the municipality enters the “speed zoning business” and assumes full responsibility for setting speed limits on all town roads, not just select ones.
 - **Compliance:** Must conform to the Manual on Uniform Traffic Control Devices (MUTCD).
 - **Local Ordinance:** Municipal officers must adopt a local traffic ordinance to validate the new speed limits.

- **Specific Allowances Under Title 29-A §2075:** Allows municipalities to set certain speed limits on specific roads.
 - **20–25 MPH:** Applicable to roads in business districts, residential districts, or compact areas.
 - *Note:* Day Road is primarily zoned as General Purpose.
 - **30–50 MPH:** Applicable to roads in all other areas.
- **Speed Zoning Review:** Changes in speed limits require a thorough review and analysis in accordance with MUTCD procedures.
- **Safety Considerations:** Studies indicate that lowering speed limits may not necessarily enhance safety.
- **Other Considerations:** The municipality may need to engage professional engineering services for comprehensive reviews and traffic studies, as required. The Road Commissioner frequently receives requests to lower speed limits, and becoming a speed-setting municipality could lead to increased demand for such changes, requiring consistent adherence to new standards. Given that the Road Commissioner is currently a part-time position, we may need to also consider expanding this role to meet these demands. Additionally, Lyman lacks policing authority for traffic violations, so while speed limits may be reduced, enforcement will remain limited due to resource constraints.



Authority, Duration, Signage, Sample Ordinance

Authority for Limits

There are two sources of authority for local road weight limits and closings:

- **29-A M.R.S. § 2395.** Maine law allows the municipal officers (selectboard or council) to close a town road to all traffic temporarily at any time of the year "to ensure proper use and prevent abuse" of public ways during those periods when passage would be unsafe or cause excessive damage. The board may also impose temporary restrictions upon the gross weight, speed, operation and equipment of vehicles, in these situations. Under this statute, a temporary closing may be imposed at any time of the year—it is no longer limited to springtime or "mud season." The law allows temporary limits on bridges on town ways as well.
- **30-A M.R.S. § 3009.** The municipal officers also have the exclusive authority to regulate the "operation of all vehicles" on local roads and publicly owned property either temporarily or on a year-round basis through a "traffic ordinance." However, this authority does not extend to year round speed limits.

Temporary v. Permanent Limits?

MMA Legal Services attorneys believe that the seasonal closing law (29-A M.R.S. § 2395) only authorizes temporary closings/weight limits/restrictions imposed through "regulations" or "rules" adopted by the municipal officers.

If year-round regulation of a town road or bridge is necessary to protect the public health, a traffic ordinance should be adopted pursuant to 30-A M.R.S. § 3009. Traffic ordinances may also impose or authorize temporary limits, including closings, weight limits and similar restrictions.

Enactment procedure

As noted above, temporary closings/limits under 29-A M.R.S. § 2395 may be imposed by “rules” or “regulations” adopted by the board at a public selectboard/council meeting. The law does not state any specific adoption process for these rules. However, ample advance public notice of the selectboard/council meeting should be provided. Rules/regulations should be adopted in writing and kept on file in the municipal office.

If an ordinance is desired, the adoption procedures under 30-A M.R.S. § 3009(3) must be followed. That law requires that an ordinance be adopted at a public selectboard/council meeting, for which there has been at least 7 days posted notice “in the manner provided for town meetings.” This means that a return on the notice is required, and the notice, along with a copy of the proposed regulations, should be posted in all the places where town meeting warrants are usually posted. See *Road Weight Samples & Resources* page for a sample notice. Once adopted, the ordinance must be kept on file in the municipal office.

MMA Legal Services Sample Ordinance

MMA Legal Services provides a sample “*Ordinance Restricting Vehicle Weight on Posted Ways*” that may be adopted. See **Road Weight Samples & Resources page**. The MMA sample is in the form of an “ordinance” because it authorizes both temporary *and* permanent closings, and also because the term “ordinance” is more familiar to courts and to law enforcement officers.

Signage/Posting Roads

The temporary weight limits/closings law requires that a notice be conspicuously posted at each end of a public way requiring special protection. 29-A M.R.S. § 2395(5). The notice must:

- specify the designated sections of a public way that are subject to limits;
- state the periods of closing; and
- state the prescribed restrictions or exclusions (i.e., the specific weight limit and any exceptions).

Weight limits enacted through a traffic ordinance should follow the same notice and signage requirements.

To be enforceable, posted signs imposing weight restrictions must be supported by written regulations or an ordinance. If a town posts weight restriction signs on local roads, but has not enacted regulations or an ordinance restricting vehicle weight on those ways, the signs are simply a moral deterrent.

MDOT's Local Roads Center (www.maine.gov/mdot/mlrc) provides helpful information on where to purchase the orange signs commonly used by the state. These signs are not required, but have been designed to comply with the law and are commonly recognized by motorists.

Considerations when drafting regulations or an ordinance

► **Source of limits.** If a municipality wishes to adopt an ordinance governing seasonal closings and weight restrictions, it has two options: (1) adopt an ordinance tailored specifically to the community (see MMA Lega Services' sample ordinance); or (2) adopt an ordinance that references and incorporates a *specific dated version* of the MDOT Rules. See Road Weight Samples & Resources section. *Note:* A board should not try to adopt MDOT regulations "as amended in the future" or "with all subsequent amendments" as this will create legal problems relating unlawful delegation of authority.

The advantage to a locally created ordinance/regulations is that it will capture local conditions, needs, and preferences. If a municipality wants to adopt weight restrictions specific to local town roads that are different than the state's weight limits, a local ordinance designed for that purpose is necessary.

The advantage to adopting and incorporating MDOT's rules in an ordinance is that there is no need to draft any new provisions. The disadvantage is that if the state amends its rules, those changes are only effective at the state level; the municipal ordinance will only incorporate the specific dated version of the state rules that is referenced in the ordinance/regulations, and will need to be amended in order to update its limits. Also, the MDOT rules are written for state and state-aid roads, they are not written with local roads in mind.

► **Defining weight limits.** We recommend that a weight limit be stated as the registered weight of the vehicle, rather than the actual weight of the vehicle. This will avoid the need

for scales or other devices to measure the vehicle's actual weight.



Required Exemptions, Considerations, Waivers

Required exemptions from weight limits:

- **Home Heating fuel/organic bedding.** State law exempts vehicles delivering home heating fuel or organic animal bedding material from the need to receive a local permit if they have a permit issued by the state MDOT. 29-A M.R.S. § 2395. A municipality may impose additional restrictions on vehicles delivering home heating fuel or organic animal bedding material in order to operate on public ways within that municipality, but it may not require a permit to operate according to those restrictions.
- **Well Drilling equipment.** During a period of drought emergency declared by the Governor, a vehicle transporting well-drilling equipment for the purpose of drilling a replacement water well or for improving an existing water well on property where that well is no longer supplying sufficient water for residents or agricultural purposes may travel over a county or municipal way without a specific county or municipal permit, as long as certain conditions listed in the statute are met. See 29-A M.R.S. § 2395(4-A).

State Roads and State Weight Limits

State law (29-A M.R.S. §§ 2352 - 2365) already sets maximum weight limits for all public roads, both state and local. However, because the law is complex and regulates actual (instead of registered) weight, enforcement is best left to the State Police. MDOT's regulations also enable the state to close state or state-aid roads temporarily (between November 15th and June 1st) to prevent excessive damage. However, if further protection of local roads is desired, the municipal officers must adopt local limits discussed in this information packet.

Waivers/permits

Local regulations/ordinances may provide a process for persons to obtain a permit to use an otherwise off limits road. If such flexibility is desired, procedures for requesting and approving waivers should be spelled out in local regulations/ordinance. It is also advised that any permit process require the vehicle owner to post a bond or other security to repair any damage to the road. Bonds/security are specifically authorized by state law at 29-A M.R.S. § 2388(2).

For example, if allowed by local regulations/ordinance a permit could be granted to a logging operation, allowing it to use a dirt road in the spring if the logger agrees to pay for any road or drainage damage resulting from his operation. To protect the town, we recommend that a bond or other surety be required in an amount that will cover the full cost of all potential damage, not just surface damage.

Typically, road weight regulations also contain exceptions for emergency vehicles and utility trucks and allow vehicle passage when the road is “solidly frozen.” The term “solidly frozen” should be clearly defined if used; see the MMA sample ordinance in the Road Weight Samples & Resources section.

⊕ Lowering the speed limit may NOT increase safety. (#).

An unrealistically low speed limit can actually lead to crashes. Here's why:

- Many studies conducted over several decades in all parts of the country have shown that a driver's speed is influenced more by the appearance of the roadway and the prevailing traffic conditions than it is by the posted speed limit.
- Some drivers will obey the lower posted speed while others will feel it's unreasonable and simply ignore it. This disrupts the uniform traffic flow and increases crash potential between the faster and the slower drivers.
- When traffic is traveling at different speeds, the number of breaks in traffic to permit safe crossing is reduced. Pedestrians also have greater difficulty in judging the speed of approaching vehicles.

Maine Statutes, Title 29A, Sections 2073 to 2075 deals with unlawful speed. This law states that "a person may not operate a vehicle in excess of maximum speed limits..."

Maine Statutes, Title 29A, Sections 2073 and 2075 authorizes the commissioner of the Maine Department of Transportation, with the approval of the chief of the State Police, to set maximum and minimum speed limits on a public way.

Maine Statutes, Title 29A, Section 2074 states that the following are maximum rates of speed, except when conditions or other regulations require a lower speed:

- 15 mph in a school zone during recess or during opening or closing hours
- 25 mph in a business or residential area or built-up portion, unless otherwise posted
- 45 mph on all other public ways, unless otherwise posted. (In addition, there are 3 other exceptions not stated here.)

Maine Statutes, Title 29A, Section 2075, states that speed limits may be specifically restricted in a work zone on a public way. A person may not exceed the speed limit as long as the speed limit has been posted on standard black and white speed limit signs on that way. The penalty is a fine equal to twice the normal fine.

Maine law also states that a municipality may not alter, enact, or enforce a regulation contrary to the state statutes. In other words, any town must receive approval of the MaineDOT and the chief of the Maine State Police before any speed limit is enacted or altered.

⊖ Setting Speed Limits on Local Roads (#).

[2001 letter from MaineDOT to "qualifying municipalities" \(PDF\) \(../docs/technical/2001letterfromMelrosetowns.pdf\)](#)

⊖ Summary of Law and Pertinent Details (#).

September, 2001

The law now allows certain municipalities to set certain limits on certain roads. As a result of LD 643 in the 120th Maine Legislature, the law has changed relative to WHO has authority to set speed limits on Maine's local roads. The new law was signed by the governor on May 29, 2001 as Public Law 2001, Chapter 313. It

amends Title 29-A § 2075, §-3 (<https://legislature.maine.gov/statutes/29-A/title29-Asec2075.html>) and became effective on September 21, 2001.

Here are the highlights:

- The MaineDOT no longer has sole authority or responsibility for speed limits in Maine. Certain municipalities will now have the full responsibility and authority for setting speed limits on local roads after providing written notice to MaineDOT if they choose that option.
- Only “qualifying municipalities” will have this authority. A “qualifying municipality” is one that (1) has a population over 2,500 as measured by the last US Census, or (2) employs a professional engineer (PE) licensed in Maine.
- Qualifying roads are ONLY townways which are federally classified as “local” roads. Typically, these are local neighborhood streets and not the busier main roads through town.
- In order to accept this responsibility, the municipality MUST provide written notice to the Commissioner (on the proper MaineDOT form letter) and understand that it shall accept the full responsibility to set speed limits on ALL qualifying roads in that town—not just a few roads for a short amount of time. The municipality will now be “in the speed zoning business” and will accept all the pros and cons related to this work.
- Regardless of whether your town is an urban compact town or not, local control will ONLY apply to local roads or “townways.” Speed limits on State or State Aid highways will remain the full responsibility of the MaineDOT.
- Speed zoning is a technical subject and requires proper review and analysis of many factors. Therefore, all speed limits must be set in conformance with procedures set forth in the Manual on Uniform Traffic Control Devices (MUTCD). Traffic engineers also agree that an unreasonably low speed limit WILL NOT “get people to slow down.” Speed limits which are set too low do a disservice to everyone and breed greater disrespect for the law.
- Speed limits must be in 5 mph increments and be within the following ranges:
 - From 20 to 25 mph, inclusive, for roads in a business or residential district or a compact area, except that 15 mph can be used on roads on islands not accessible by road, or dead end roads less than mile in length, and
 - From 30 to 50 mph, inclusive, on roads in all other areas.
- Any municipally-set speed limits are legal if the following 3 steps are followed:
 - The limits must be validated as a municipal traffic ordinance as set forth in Title 30-A, § 3009 (<http://janus.state.me.us/legis/statutes/30-A/title30-Asec3009.html>).
 - Standard speed limit signs must be posted per the MUTCD (min. 24 by 30 inches), and
 - Written notice of the speed limit zones must be sent to the MDOT (on MDOT form letter) after passage of the municipal traffic ordinance.
- For those towns which have a population of 5,000 or more, the MDOT may require the town to gather all the proper technical information, send it to MDOT, and the MDOT will determine the actual speed limit. The technical data will include number of driveways, traffic volume, prevailing speed, accident history, and speed enforcement efforts, etc

➕ Sample letters and ordinance (#).



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0016

ANGUS S. KING, JR.
GOVERNOR

JOHN G. MELROSE
COMMISSIONER

October 24, 2001

New Law on Speed Limits

Dear Municipal Official:

As you may be aware, recent changes in legislation which affect who sets certain speed limits for Maine's public roads became law on September 21. The purpose of this letter is to outline the law and provide you with the information which you will need to determine whether your municipality wants to "get into the business" of setting speed limits on local roads. We are also sending you a list of those roads in your municipality which you do NOT have the authority to set speed limits on, since it is a shorter list than the one with roads that you may set speed limits on.

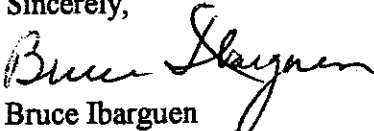
Because your town has a 2000 US Census population over 2500, your town has the option of choosing to control local speed limits. If your town decides that the MDOT should remain in control of these speed limits because it has the expertise, equipment, and experience in this area, **nothing changes for your town**. Any speed limit changes on any state or local road would still be done by the MDOT after a written request from the municipality.

If your town decides to "opt in", then you must refer to the enclosed materials and provide written documentation to the MDOT on the enclosed BLUE form letter. Please read the material beforehand because "speed zoning" can be difficult, time-consuming, and create many local headaches if not done correctly. For example, lowering speed limits to "*get people to slow down*" is a major misconception and should **NOT** be done. It is important to remember that once your town decides to take on this responsibility, you are now responsible for all speed limits on all local roads in the future. Speed limits must be set properly using the proper traffic engineering standards and the law is very specific about the process and the standards.

If your municipality has a 2000 census population over 5000, the Department may require you to provide the Department with technical data when requesting a speed zone review. Technical data could include a radar speed study, the length of section being reviewed, the total number of access points along the section of roadway, the total number of businesses and the number of roadway intersections. This requirement is completely independent of whether or not your town wants to "opt in" to setting speed limits. This requirement is based totally on population.

Feel free to call Peter Coughlan in the Community Services Division at 287-2152 if you have any questions.

Sincerely,


Bruce Ibarguen
MDOT Traffic Engineer



PRINTED ON RECYCLED PAPER

ITEM #7: (b.) Order of Referenda

TOWN OF LYMAN, MAINE

MUNICIPAL OFFICERS' ORDER

30-A M.R.S. § 2528(5)

Pursuant to 30-A M.R.S. § 2528(5), the Municipal Officers hereby order that the following questions be placed on the ballot for a secret ballot referendum election to be held on

Tuesday, November 5th, 2024

Shall an ordinance entitled Town of Lyman Zoning Ordinance, adopted November 8, 2005, as amended, be further amended in Article 1, Section 1.8.3 Contract Zoning as proposed? (Copies of the text of the proposed amendments are available at the Town Clerk's office)

Shall an ordinance entitled Town of Lyman Zoning Ordinance, as adopted November 8, 2005, as amended, be further amended in Article 10, Section 10.6 Accessory Dwelling Units Subsection 10.6.1 through 10.6.7 as proposed? (Copies of the text of the proposed amendments are available from the Towns Clerk's office)

Shall an ordinance entitled Town of Lyman Shoreland Ordinance, as adopted June 4, 1993, as amended, be further amended in Section 15, Subsection B(2) Land Use Standards, Principal and Accessory Structures as proposed? (Copies of the text of the proposed amendments are available from the Towns Clerk's office)

Shall an ordinance entitled Floodplain Management Ordinance for the Town of Lyman as adopted June 16, 1998, be revised as proposed? (Copies of the text of the proposed ordinance are available from the Towns Clerk's office)

Shall the Town of Lyman Zoning Map, adopted June 1, 2010, as amended, be further amended as proposed? (Copies of the text of the proposed amendments are available from the Towns Clerk's office)

Shall the Town of Lyman Municipal Charter, adopted November 6, 2012, as amended, be further amended in Article 4.2.4(f) as proposed? (Copies of the text of the proposed amendments are available from the Town Clerk's office)

Shall The Town authorize the Select Board to convey the property located at 28 South Street Lyman, Maine on Map 13, Lot# 009 to the Goodwin Mills Cemetery Association for the cost of all associated legal fees?

TOWN OF LYMAN, MAINE
MUNICIPAL OFFICERS' ORDER

30-A M.R.S. § 2528(5)

Shall the Town authorize the Select Board to convey a portion of the Town Hall land at 11 South Waterboro Road to an abutter, and accept a portion of the abutter's property in exchange, for the purpose of reconfiguring the boundaries of the Town Hall property and facilitating the expansion project of the Town Hall?

Dated: September 3, 2024

Municipal Officers of the Town of Lyman

Jessica Picard (Chair)

Vicotria Gavel (Vice Chair)

Amber Swett

David Alves

Joseph Wagner

ITEM #7: (c.) Town Meeting Warrant

TOWN OF LYMAN SPECIAL TOWN MEETING WARRANT

TUESDAY, NOVEMBER 5TH, 2024

TO KATRINA RANDALL, RESIDENT IN THE TOWN OF LYMAN, COUNTY OF YORK, AND STATE OF MAINE.

GREETINGS: In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Lyman, qualified to vote in Town affairs, to meet at the **Lyman Elementary School** located at 39 Schoolhouse Road **on Tuesday November 5, 2024 at 7:50 AM**, then and there to act on Article 1 and by secret ballot articles 2 through 9 as set out below, the **polling hours therefore to be from 8:00 AM until 8:00 PM**. The election of Moderator will take place at 7:50 AM, said articles being the following.

ARTICLE 1: To choose a Moderator by written ballot to preside at said meeting.

ARTICLE 2: Shall an ordinance entitled Town of Lyman Zoning Ordinance, adopted November 8, 2005, as amended, be further amended in Article 1, Section 1.8.3 Contract Zoning as proposed? (Copies of the text of the proposed amendments are available at the Town Clerk's office)

ARTICLE 3: Shall an ordinance entitled Town of Lyman Zoning Ordinance, as adopted November 8, 2005, as amended, be further amended in Article 10, Section 10.6 Accessory Dwelling Units Subsection 10.6.1 through 10.6.7 as proposed? (Copies of the text of the proposed amendments are available from the Towns Clerk's office)

ARTICLE 4: Shall an ordinance entitled Town of Lyman Shoreland Ordinance, as adopted June 4, 1993, as amended, be further amended in Section 15, Subsection B(2) Land Use Standards, Principal and Accessory Structures as proposed? (Copies of the text of the proposed amendments are available from the Towns Clerk's office)

ARTICLE 5: Shall an ordinance entitled Floodplain Management Ordinance for the Town of Lyman as adopted June 16, 1998, be revised as proposed? (Copies of the text of the proposed ordinance are available from the Towns Clerk's office)

ARTICLE 6: Shall the Town of Lyman Zoning Map, adopted June 1, 2010, as amended, be further amended as proposed? (Copies of the text of the proposed amendments are available from the Towns Clerk's office)

ARTICLE 7: Shall the Town of Lyman Municipal Charter, adopted November 6, 2012, as amended, be further amended in Article 4.2.4(f) as proposed? (Copies of the text of the proposed amendments are available from the Town Clerk's office)

ARTICLE 8: Shall The Town authorize the Select Board to convey the property located at 28 South Street Lyman, Maine on Map 13, Lot# 009 to the Goodwin Mills Cemetery Association for the cost of all associated legal fees?

ARTICLE 9: Shall the Town authorize the Select Board to convey a portion of the Town Hall land at 11 South Waterboro Road to an abutter, and accept a portion of the abutter's property in exchange, for the purpose of reconfiguring the boundaries of the Town Hall property and facilitating the expansion project of the Town Hall?

Given under our hand at Lyman, Maine this **3rd** Day of **September** A.D., **2024**.

Jessica Picard (Chair)

Victoria Gavel (Vice Chair)

David Alves

Joseph Wagner

Amber Swett

Municipal Officers of the Town of Lyman

A true copy of the warrant,

Attest: _____

Town Clerk, Susan Bellerose

ITEM #7: (f.) Cemetery Committee Request

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

September 3rd, 2024

To the Town of Lyman Selectboard:

We are writing to because we have requested \$50k for removal of dangerous trees in many of our ancient cemeteries. As you have indicated, this request will not go on the November 2024 ballot.

It has been suggested the Lyman Cemetery Committee do some fund-raising efforts to help defray the costs of the tree removal. The Cemetery Committee will start off their fundraising efforts by hosting an event joined by the Historical Society at Funky Bow on September 6th, 2024.

The Cemetery Committee requests permission to organize fundraising events and product sales specifically dedicated to the revitalization of Bunganut Park as outlined in the purpose below.

Cemetery Committee Expendable Funds Account

To create an Expendable Fund for the purpose of continued preservation efforts of Lyman's Ancient Cemeteries, including tree removal, mowing, cleaning, restoration, and other efforts towards the preservation of these cemeteries.

To be overseen by the Lyman Cemetery Committee.

Thank you!

Katrina and Bob Randall
Sheila and Dan McNeil

Lyman Cemetery Committee

Accepted and approved by the Lyman Select Board on September 3rd, 2024

Jessica Picard – Chair

Victoria Gavel – Vice Chair

Amber Swett

David Alves

Joseph Wagner

ITEM #7: (g.) RFP for Transfer Station

TOWN OF LYMAN

11 So. Waterboro Rd Lyman, ME 04002
Tel: (207)-247-0642 FAX: (207)-499-7563

REQUEST FOR PROPOSALS TRANSFER STATION EQUIPMENT SANDBLAST & PAINT SERVICES

PROJECT TITLE: Transfer Station – Equipment Sandblast & Paint Services

PROPOSAL DUE DATE: by 1:00pm
Sealed bids will be opened on 2024 during the Select Board meeting.

CONTENTS OF THIS RFP:

1. Introduction
2. Scope of Work
3. Conditions & Instructions to Bidders
4. Pricing
5. Submission of Proposals
6. Bid Proposal Form

1. INTRODUCTION

The Town of Lyman is seeking qualified contractors to perform off-site sandblasting and painting of entire loader apparatus, and replacement of the cab floor. The intent of this RFP is to solicit proposals from experienced vendors capable of delivering high-quality, durable results while minimizing equipment downtime.

The scope of work is as outlined in this request for proposal. This document does not commit the Town of Lyman to any contract for any service, supply, or subscription whatsoever. The Town of Lyman will not reimburse any information or administrative costs incurred as a result of participation in response to the RFP. All costs associated with response will solely reside at the responding party's expense.

Please submit your proposal in a sealed envelope to the Town of Lyman by _____, 2024 by 1:00pm EST.
Proposals must be addressed to:

Town of Lyman, Select Board
RFP: Transfer Station – Equipment Sandblast & Paint Services
11 South Waterboro Rd
Lyman, ME 04002

Please mark sealed proposals plainly **“RFP: Transfer Station – Equipment Sandblast & Paint Services”**. **Proposals will be opened publicly during the Select Boards regular meeting on _____, 2024.** The Town will not except late bids.

Questions regarding this request for proposal should be directed to:

townmanager@lyman-me.gov

Or call the Town Manager Office: 207-247-0642

2. SCOPE OF WORK

The loader apparatus is a critical piece of equipment at our Transfer Station, and this project aims to restore and extend its service life. The scope of work includes the following key tasks:

DETAILS:

SANDBLASTING

- **Objective:** Complete removal of all existing paint, rust, and contaminants from the loader surface areas.
- **Requirements:**
 - Use appropriate sandblasting media to avoid damaging the loader apparatus.
 - Ensure all surfaces are thoroughly cleaned and prepared for painting.
 - Dispose of all debris and waste in compliance with environmental regulations.

PAINTING

- **Objective:** Apply a durable, corrosion-resistant paint finish to the loader cab.
- **Requirements:**
 - Apply a primer coat to all exposed metal surfaces post-sandblasting.
 - Apply a minimum of two coats of high-quality salt resistant paint specifically designed for industrial machinery. Provide color choice options for the consumer.
 - Ensure the paint application is smooth, with no visible defects such as runs, sags, or missed areas.

CAB FLOOR REPLACEMENT

- **Objective:** Replace the existing cab floor with a new, durable material that meets or exceeds original equipment specifications.
- **Requirements:**
 - Remove the existing cab floor, ensuring that any underlying structural issues are identified and addressed.
 - Install a new cab floor using materials that are resistant to wear, corrosion, and heavy use.
 - Ensure the installation is secure, with all seams and joints properly sealed.
 - Inspect the completed work to ensure it meets safety and durability standards.
 - Paint the cab floor with a durable corrosion-resistant paint

OTHER DELIVERABLES & QUALIFICATIONS

The Town of Lyman will coordinate appropriate measures for transportation needs of the loader apparatus.

Work should be completed in a reasonable time frame that minimizes equipment downtime. **The bidder must specify the project timeline in the bid proposal.** Project start date is anticipated to be scheduled by October 22nd, 2024.

Bidder shall provide warranty information for materials and workmanship

The selected contractor must be experienced in sandblasting and painting heavy machinery and cab floor replacement for similar equipment.

3. CONDITIONS & INSTRUCTIONS TO BIDDERS

- Bidders shall use the enclosed bid form and submit additional information/credentials attached with bid form.
- Proposals must include separate line-item costs for any or all the items outlined on the proposal form.
- Proposals must be completed in full and must be signed by a firm official or representative. Proposals may be withdrawn prior to the time set for the official opening. Request for withdrawn must be submitted in writing.
- Proposals will be opened publicly. Bidders or representatives may be present at opening.
- Issuance of this RFP and receipt of proposals does not commit the Town to award a contract. The Town reserves the right to postpone receipt date, accepting or rejecting any or all proposals received in response to this RFP, or to negotiate with any of the consultants/firms submitting an RFP, or to cancel all or part of this RFP.
- Please state **"RFP: Transfer Station – Equipment Sandblast & Paint Services"** on submitted, sealed envelope.
- The Town of Lyman reserves the right to waive any formality and technicality, whichever is deemed best for the interest of the Town.
- The Select Board will review sealed bids in an open public meeting and may, at the boards' discretion, delay award pending further review. It should be noted that the contract resulting from this RFP will be awarded to the respondent whose proposal is determined to be in the "best interest" of the Town. Therefore, the proposal offering the lowest cost may not necessarily be the proposal that is selected for award.
- **RIGHT OF REFUSAL.** The Town reserves the right to: a) Reject any or all proposals, or to make no award. b) Select certain applications from the proposals. c) Require modifications to initial proposals. d) to make partial or multiple awards. e) award based on initial proposals received, without discussion of such proposals. f) invite selected vendors to make oral presentations to the evaluations team. Failure of a vendor to comply with the request for meeting may be grounds for bid rejections. g) excuse technical defects in a proposal when, in its sole discretion, such as excuse is beneficial to the Town.

4. PRICING

Proposals will clearly state and explain all costs associated with the services provided including lead time and warranty information.

There is no expressed or implied obligation on the part of the Town of Lyman to reimburse bidders for any expenses incurred in preparing or presenting proposals in response to this request.

5. SUBMISSION OF PROPOSALS

All proposals must be submitted in sealed envelopes, addressed to the Town of Lyman, Select Board and plainly marked **"RFP: Transfer Station – Equipment Sandblast & Paint Services"**

Bid proposals will be date stamped on the outside of the envelope immediately upon receipt. Any bid may be withdrawn in writing prior to the scheduled time for opening bids. Any bids received after the time and date specified shall not be considered and shall be returned to the bidder unopened. Bidders shall bid to specifications and any exceptions must be noted. A bidder submitting a bid thereby certifies that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work, and that the bidder is competing solely on his/her behalf without connection with or obligation to any unsolicited person or firm.

No electronically submitted proposals will be accepted in response to this request.

The Town Manager will serve as the single point of contact for this request. All official communication between the bidder and the Town upon release of this RFP shall be with the Town Manager. Any other communication will be considered unofficial and non-binding on the Town. However, bidders are encouraged to visit the Transfer Station and/or inquire about the scope of work, if necessary, to help submit an accurate bid.

Lindsay Gagne
Town Manager
11 South Waterboro Rd
Lyman, ME 04002
Tel. (207)-247-0642
email: Townmanager@lyman-me.gov

This RFP does not obligate the Town of Lyman to contract for services specified herein.
The Town of Lyman reserves the right to extend a contract for ongoing services without reissuing an RFP.

6. BID PROPOSAL FORM

Due: _____ **2024 by 1:00pm EST.**

To: Town of Lyman, Select Board
RFP: Transfer Station – Equipment Sandblast & Paint Services
11 South Waterboro Rd
Lyman, ME 04002

Contractor shall provide a breakdown of costs, including materials, labor, and any other expenses.

Services/ Materials	Quantity	Price
Total Pricing		

Contractor/Vendor warrants its work as specified below against all defects in materials or workmanship.

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

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

Signature _____ Company _____

Name (print) _____ Telephone # _____

Title _____	Website _____
-------------	---------------

Address _____

Email Address