

SELECTMEN'S MINUTES

December 6, 2021 at the Town Hall

Present: Bruce Beane, Jim Trudell, Wendy Ho-sing-loy, Administrative Assistant-Tabbetha Shosa, Treasurer-Celine Presby

Chairman Beane called the meeting to order at 4:30 pm.

Manifests & Invoices:

The manifests for 11/29/2021 and 12/06/2021 were authorized and new invoices for future payment were reviewed and initialed.

Treasurer's Report:

The Treasurer's Report was read and showed a balance of \$80,744.00 in the WGSB checking account, \$50,000 in the NOW account, and \$137,785.00 in the WGSB Insured Cash Sweep (ICS) account. Trudell motioned to approve the Treasurer's report as given, 2nd by Beane, all voted in favor.

The Selectmen signed paperwork authorizing the following transfers:

- Trustees of the Trust Fund to transfer \$35,993.00 from the Educational Tax Funds to the General Fund.
- Trustees of the Trust Fund to transfer \$10,728.00 from the Bridge Funds to the General Fund.
- Trustees of the Trust Fund to transfer \$24,174.00 from the Highway Equipment Funds to the General Fund.
- Treasurer to transfer \$183,000.00 from the General Fund to the Trustees of the Trust Funds to deposit into the Capital Reserve Funds as approved at Town Meeting.
- Trustees of the Trust Fund to transfer \$80,826.00 from the Highway Equipment Funds to the General Fund.
- Trustees of the Trust Fund to transfer \$100,000.00 from the Bridge Funds to the General Fund.

Meeting Minutes:

Minutes for the December 6th meeting were reviewed. Ho-sing-loy motioned to approve the minutes as written, 2nd by Trudell, all voted in favor.

Committee/Department Reports & Needs:

Shosa provided a tax bill for a property that was donated to the town after April 1, 2021 and therefore required an abatement. The Selectmen reviewed and approved the abatement for the property now owned by the town.

Shosa discussed a training opportunity through NHGOFA. The BOS reviewed and signed the application for the remaining classes needed to complete the certification program. Shosa will attend two different classes on Wednesday, December 8th and Thursday, December 9th.

Correspondents:

- The BOS reviewed one letter for appropriation request:
 - Center for New Beginnings

Public Matters:

Beane and Trudell attended the Lisbon Selectmen's Meeting at 6:00 pm to discuss the proposed budget for the Transfer Station in 2022. The Lisbon BOS explained that a decrease in their operating expenses of approximately \$5037.00 is expected. The Lisbon Administrative Assistant will provide Shosa with new total for Lyman's portion of the operating budget before the end of the year.

The Lisbon BOS also explained that the retainer fee for both the Lisbon Fire Department and the Lisbon Life Squad would be increasing slightly. The Lisbon BOS did not have the exact amounts available but stated that an approximate increase of 4% should be expected. The Lisbon Administrative Assistant will work to provide these totals to Shosa as soon as possible. The Lyman BOS left the meeting at 6:20 pm

New Business:

- The BOS reviewed and signed the Commercial Account Application for Dead River Company.
- The Board reviewed the 2022 wage and benefits statements to be presented to full-time employees and those receiving annual stipends in the upcoming month. The Board will schedule meetings with employees on Tuesday, December 14th to discuss wages and benefits.
- The Board began work on the 2022 expense budget.

Trudell motioned to adjourn the meeting at 5:34 pm, 2nd by Ho-sing-loy, all voted in favor.

The next regular Selectmen's meeting is scheduled for December 20th at 6:00 pm at the Lyman Town Hall.

Approved:
