

SELECTMEN'S MINUTES

June 14, 2022 at the Town Hall

Present: Bruce Beane, Thomas S Smith, Wendy Ho-sing-loy, Administrative Assistant-Tabbetha Shosa, Emergency Management Director-Todd Landry

Chairman Beane called the meeting to order at 6:00 pm.

Manifests & Invoices:

The manifests for 05/30/2022, 06/06/2022, and 06/13/2022 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 \$65,015.78 in the WGSB checking account, \$50,000 in the NOW account, and \$98,027.69 in the WGSB Insured Cash Sweep (ICS) account. Beane motioned to approve the Treasurer's report as given, 2nd by Ho-sing-loy, all voted in favor.

Meeting Minutes:

Minutes for the May 23rd meeting were reviewed. Ho-sing-loy motioned to approve the minutes as written, 2nd by Smith, all voted in favor.

Committee/Department Reports & Needs:

- Shosa will attend the Internal Controls and Risk Management training on Wednesday, June 15th in Concord.
- Shosa presented a request for Abatement on behalf of Town Clerk/Tax Collector Carignan for a property that transferred ownership after the Tax Warrant was created in the Selectmen's Office but before Tax Bills were mailed from the Tax Collectors Office. The taxes have already been paid in full by the new property owners.
- Shosa discussed the Purchased Order for winter sand that was previously presented to the BOS on behalf of Road Agent Smith. Beane explained that after reaching out to Clough Sand Pit and Chief Excavating the BOS has decided to sign the original Purchase Order from Presby so that the Highway Crew can begin hauling sand immediately.

Shosa also showed the BOS three estimates for 15" x 20' culverts and collars that Road Agent Smith supplied. Shosa will reach out to the new vendor JAF Industries, Inc. to get the necessary paperwork needed to create a Purchase Order.

- Emergency Management Director Landry discussed a recent grant approval that will cover 90% of the purchase price for an Auto Pulse Machine. This machine will be used in the Ambulance Company that the Town of Lyman contracts with for Emergency response. Shosa will create a purchase order for the vendor supplying the device and Landry will move forward with the purchase.

Landry discussed a need to form a Lyman Hazard Mitigation Committee to complete the state mandated updates. The BOS discussed the members that the previous board was comprised of. Landry explained that the previous board had two Selectmen on it. Smith and Beane volunteered to fill these seats and Landry will reach out to additional residents to complete the board. Meetings aren't expected to start until Fall of 2022.

Permits and Applications:

The following was approved:

- Building Permit for a property located at Map 221 Lot 012
- Building Permit for a property located at Map 226 Lot 006
- Veterans Tax Credit for Tison for property located at Map 228-010

The following will be mailed:

- One Structure Per Lot Agreement to Timothy and Bethany Carignan for property located at Map 228 Lot 009.

Old Business:

- A second letter addressing concerns with a large amount of trash requiring removal will be sent later this week. The BOS have sent correspondence in the past regarding similar issues with this property. This notice will provide the property owner with a 15 day limit to properly dispose of the trash causing concerns.
- Beane explained that David Wiley will serve as the Town of Lyman's Building Inspector and Health Inspector on an as-needed bases. This arrangement will be reviewed in six months to address in changes or concerns that might arise.
- Emergency Management Director, Todd Landry, discussed the challenges in hooking up the cameras that were ordered online since each camera will require a separate power source. Ho-sing-loy will return the security cameras that were ordered online.

New Business:

- Capital Alarm has provided an estimate and contract for the installation of security cameras within the Town Hall. The BOS reviewed the contract and requested 2 additional security cameras for a total of 6 cameras and an HD monitor. Shosa will reach out to Capital Alarms to make the necessary changes and pay the deposit. Cameras should be installed within two weeks.
- The BOS reviewed an update on the construction of a property located at Map 209 Lot 022.

- Todd Landry spoke about the remaining funds in an account previously controlled by the Lyman Community Group. He explained that his father and wife are both signors on this account but would like to be removed. The balance of that account was approximately \$3,600.00 and these funds have been held at WGSB. After reviewing the Lyman Community Groups by-laws it has been determined that funds from this account should be turned over to the Lyman Board of Selectmen. The Selectmen will open a new account and disperse the funds as they see fit. Discussion about a yearly scholarship for Lisbon graduates that will attend college in the fall of their graduating year was one option that the board is considering. If this is what the board decides to do with the funds the scholarships would be paid out each year until the account is empty. The BOS will continue to discuss options for the funds that would align with the preexisting LCG mission of community growth and support.

Beane motioned to adjourn the meeting at 7:40 pm, 2nd by Ho-sing-loy, all voted in favor.

The next regular Selectmen's meeting is scheduled for June 27th at 6:00 pm at the Lyman Town Hall.

Approved:
