SELECTMEN’S MINUTES

April 03, 2023 at the Town Hall

Present: Bruce Beane, Wendy Ho-Sing-Loy, Thomas S Smith, Heather Torres-AA

Others: Brent Ruggles, Greg Harville

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

**Manifests & Invoices:**

The manifests for 03/27/2023 & 04/03/2023 were authorized and new invoices for future payment were reviewed and initialed.

**Treasurer’s Report:**

The Treasurer’s Report was read showing a balance of $126,932.96 in the WGSB checking account, $50,000 in the NOW account, and 296,063.27 in the (ICS) Insured Cash Sweep. Beane motioned to approve the Treasurer’s report as given, 2nd by Ho-Sing-Loy, all voted in favor.

**Meeting Minutes:**

Minutes for the March 20th meeting were reviewed. Beane motioned to approve the minutes, 2nd by Ho-Sing-Loy, all voted in favor.

**Committee/Department Reports & Needs:**

* Brent Ruggles from Profile Technologies discussed the priority of upgrading our Server, Firewall and Internet. He will reach out to NETAFY and get a contractual agreement pertaining to the quality of the service before the Board moves forward. Brent will also get updated quotes for equipment and replacement expenses.
* Celine Presby, Treasurer is authorized to transfer $45,000 from Woodsville Guaranty Savings Bank to PFM Asset Management LLC to fund the newly created Lyman Educational Tax Fund Expendable Trust. Donna Clark, Bookkeeper of the Trustees of the Trust Funds will help coordinate the movement of the money into the proper account. A signed letter of consent was approved by the Select Board authorizing this transaction.
* Brian Dear has taken the Oath of Office to perform all the duties as Trustee of the Trust Funds. WGSB will add Brian Dear to Cemetery accounts as the new Trustee of the Trust Funds and will remove Liz Wilkins. Letter sent to WGSB signed by Select Board authorizing this transaction.
* Jim Trudell will be removed from all Town of Lyman accounts as he is no longer a Selectman.
* Greg Harville talked to the Board about a letter of appreciation he would like to present to a member of the ZBA thanking them for their contribution to the Town. The Board agreed that recognition was in order for their time and dedication to the Town and will present them with an engraved clock. Harville also discussed the Town’s website and if it was feasible to upgrade and if possible can the Town use ARPA funds for this endeavor. The Board is continuing to look they can spend the ARPA funds and have until 2024 to spend the funds. Harville also brought to the attention of the Selectmen an upcoming training webinar for members of Lyman land use boards that is being offered by NH Office of Planning and Development (OPD) Saturday April 29th from 8:45 am to 3:30 pm. The Board has no issue if attendees want to meet at the Town Hall to participate in the webinar.

**Correspondence:**

The following were received:

* Letter from Grafton County about ARPA funds stating they need to be reported by April 30th
* Letter from SAM.gov explaining how to access FEMA funds
* ONE TEN ELECTRIC contact information
* Letter from The Municipal EcoLink, a monthly e-bulletin designed to inform citizens of the latest environmental ideas.
* Boys & Girls Club- The Littleton Area of Commerce (LACC) is holding their 2023 Spring Awards Celebration at the Boys & Girls Club on Saturday April 1st.
* NH Local Welfare Administration Association is having their General Meeting April 20th.
* NHMA letter regarding update to NH Homeowners Assistance that went into effect at the end of February 2023. Program and Assistance Type Caps have been increased to $40,000.
* Letter from NH 911 News Release. NH 911 encourages AED registration, announces pulse point initiative to make registration easy.

**Permits & Applications:**

1. Report of Cut from Christopher & Karen Cate at Property Map #232 Lot #250.
2. Report of Cut from Dennis & Barbara Aldrich at Map #210 Lot #34, 020, 031, received. NO CUT to Report. Sent Reports to DRA.

**Old Business:**

1. Current Use Criteria & Rules class Tuesday, April 18th in Berlin.

**New Business:**

1. MS-232 Report of Appropriations Actually Voted has been entered into the Portal as of 3/27/23.
2. Lyman Bible Church BTLA A-9 Form on which Exemption is claimed, that is required annually by April 15th.
3. NHMA Training 2023 Local Officials Workshop Zoom April 6th 9-4.

Beane motioned to adjourn the meeting at 7:45 pm, 2nd by Ho-Sing-Loy, all voted in favor.

The next regular Selectmen’s meeting is scheduled for April 17th at 6:00 pm at the Lyman Town Hall.

Approved:

Bruce E Beane

Wendy Ho-Sing Loy

Thomas S Smith