

Town of Lyman
Select Board Meeting Minutes
Monday September 18th, 2023 – Lyman Town Hall

These are summary minutes in nature only and a full video recording of the proceeding is available to view on our YouTube channel at <https://www.youtube.com/@LymanTownHall/streams> or visit our website: <https://lyman-me.gov/committees/board-of-selectmen/agenda-and-minutes/>

Selectboard members present: Rusty “Ralph” Blackington (Chair), Thomas Hatch (Vice Chair), Jessica Picard, Amber Swett, Victoria Gavel

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.*

Kerry Jo Sampson – States the appointment of warden is for State Elections and not Town Meetings referencing Title 30-A 2524 for electing a moderator at Town Meeting.

Michelle Felicitti – States there are already funds set aside for the gate at Kennebunk Pond and cautions the board if they decide to get a standard gate with the intent to add more functions to it in the future, there may come an issue with technology becoming obsolete and the board not being able to make upgrades as intended.

Sue Briggs – States she is uncertain if the votes cast at the last election are accurate.

Joe Wagner – Reviews some of the State referenda that will be on the ballot for November 7th. Discussion of the reimbursement for municipalities for work generated towards conformity with LD 2003 and also discussion on municipalities receiving reimbursement from the property tax stabilization for senior citizens that had enrolled.

- b. *Mail*

ITEM #3 **MINUTES**

- a. *Review / Approve meeting minutes 9/5/2023*

Amber Swett – Motions to approve. **Thomas Hatch seconds. Motion passes: 5-0-0**

ITEM #4 **SIGN WARRANTS**

- a. *Payroll Warrant #11 in the amount of \$29,095.28*

Jessica Picard – Motions to approve. **Thomas Hatch seconds. Motion passes: 5-0-0**

- b. *Accounts Payable Warrant #10 (FY2024) in the amount of \$59,633.16*

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

ITEM #5 **UNFINISHED BUSINESS**

- a. *Review / Approved contract for Snow Plowing at the Town Hall*

Amber Swett – Motions to approve the **Snow Plowing Contract for Town Hall**

Thomas Hatch – Seconds the motion.

Victoria Gavel – Clarifies this is for **David Riley for \$4,640**

Motion passes: 5-0-0

ITEM #6 **DEPARTMENT AND COMMITTEE REPORTS**

- a. *Local Health Officer – Updates*

Lindsay Gagne – Explains from the last meeting there was some discussion regarding an ongoing trash issue at a property and the Local Health Officer has been working on this issue for a few weeks

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not aware if the charter is clear on how vacancies are filed if they are an alternate or a regular member.

Lindsay Gagne – States under 2.1, recommendations provided by the board in accordance with the procedure outlined in the Lyman Zoning Ordinance 8.2.3; this is conflicting with current policies and members of the planning board had stated that the Charter supersedes the Lyman Zoning Ordinance. Currently, under 5.2.1, charter states vacancies on boards or committees are filled in accordance with the current hiring policy. Under 3.1 and 3.4 in the bylaws it says the planning board elects a secretary that completes minutes, notices, etc. but there is an employee currently employed to carry out those duties. Under 5.1 the bylaws indicate there is a Planning Board Clerk and the Secretary supervises this person. The planning board doesn't have authority to create positions of employment, nor can they supervise any employees. Bylaws generally outline the conduct of the board's meetings and its members. Under 6.2 in the bylaws, it states the board may obtain goods and services but it's not clear on the current procedures that are followed in the office, but also may be outside the purview of bylaws. There is also reference to the board meeting in a "suitable meeting place" other than Town Hall, which isn't clearly defined and could mean anything. Under notifications and minimum requirements, the timeline is very helpful, but the board may want to consider that because they rely on other employees to post notices for them, they may want to ensure enough time for the task to be carried out.

Joe Wagner – States the planning board announces their notification during their meetings. The Lyman Zoning Ordinance specifically mentions vacancies on the board shall be filled by advertising for new members and the planning board shall review all applications and make recommendations to the Select Board. Under 3.4, in the absence of the administrative assistant, the secretary may step in to help with administrative duties.

Thomas Hatch – Requests a copy of the draft to see the comparison of what changes have been made.

b. [MMA Membership committees and boards](#)

Lindsay Gagne – Explains MMA keeps a list of the boards/committee members and employees current and this way they can know who is contacting them from the Town.

Amber Swett – states she had asked this to be on the agenda and though it may be a good idea to determine who has access to MMA and try to develop a process to streamline contact with MMA, such as, having a designee contact person. She is willing to work with Lindsay and work on creating a procedure the board can review.

c. [Review / Approve Warrant for Special Town Meeting October 3, 2023](#)

Amber Swett – **Motions to approve warrant for Special Town Meeting on October 3rd.**

Jessica Picard – **Seconds the motion.**

Motion passes: 4-1-0 (Ralph Blackington, Jessica Picard, Amber Swett, Victoria Gavel in favor; Thomas Hatch opposed).

d. [Appoint Warden for Special Town Meeting October 3, 2023](#)

Jessica Picard – Suggests to look into if there needs to be a warden.

OTHER

Victoria Gavel – States she saw someone had dumped trash in front of the gate at the Transfer Station and she called David Riley to take care of it and wanted to let the board know.

EXECUTIVE SESSION

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ADJOURN

Thomas Hatch Motions to adjourn. Jessica Picard seconds. Motion passes: 5-0-0

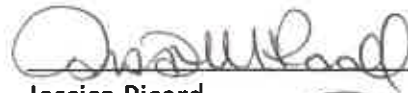
Rusty "Ralph" Blackington



Thomas Hatch



Amber Swett



Jessica Picard



Victoria Gavel

I, Lindsay Gagne, Town Manager of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of 4 pages are the original minutes of the Select Board Meeting dated September 18th, 2023



Lindsay Gagne