

Town of Lyman
Select Board Meeting Minutes
March 18th, 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: Rusty “Ralph” Blackington (Chair), Thomas Hatch (Vice Chair), Jessica Picard, Amber Swett, Victoria Gavel

Selectboard members absent: none

ITEM #1 **SPECIAL OFFERS/ PRESENTATIONS**

- a. [Public Hearing regarding amendments on the Franchise Ordinance](#)
Joe Wagner – Asks if the proposed ordinance references a franchise fee, or if it requires a franchise fee to be imposed.
Tony Vigue – States the ordinance allows the town to decide if requiring a franchise fee or not.
There are no further comments, and the public hearing is closed.

**Jessica Picard – Motions to take Item#5 (a.) out of order. Amber Swett seconds.
Motion passes: 5-0-0**

- [ITEM #5: \(a.\) Franchise Agreement, Updates if any – Public Hearing scheduled March 18th, 2024](#)
Tony Vigue – Provides some updates to new law changes regarding Cable Franchise Providers. An Act to support municipal franchise agreements, LD 1967, has passed. The law will go in effect ninety days from the end of this session, which will be approximately sometime in July. Part of the law helps maintain municipal control over the public right of ways, adds a dispute resolution process that is new, guarantees buildout provisions of fifteen homes per mile or more, adds corrections of errors in the existing law, allows Towns to collect franchise fees from cable companies on a quarterly basis, and other changes. The ordinance that the Board enacted sets up the parameters for the contract franchise agreement.

**Jessica Picard – Motions to approve the amendments to the Cable Television Ordinance.
Victoria Gavel – Seconds the motion. Motion passes: 5-0-0**

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
Joe Wagner – Discusses the agenda item regarding appointing an HR and Finance Officer stating his opinion of the details of the positions and refers to specific Municipal Charter provisions.
- b. [Mail](#) •[County Budget Committee Caucus](#) •[Wayne Perry Letter](#)
Discussion about the Cemetery Committee and a letter from Wayne Perry commending all their work and diligence preserving ancient cemeteries. The York County Budget caucus has two seats open for Lyman representatives to be elected. Victoria gavel was interested and will also approach another individual in effort to solicit volunteers.

ITEM #3 **MINUTES**

- a. [Review / Approve meeting minutes 3/7/2024](#)
Thomas Hatch – **Motions to approve the meeting minutes. Victoria Gavel seconds.
Motion passes: 4-0-1 (Ralph Blackington, Thomas Hatch, Amber Swett, Victoria Gavel in favor;
Jessica Picard abstains, she was not present at said meeting).**

Town of Lyman
Select Board Meeting Minutes
March 18th, 2024 – Lyman Town Hall

ITEM #4

SIGN WARRANTS

- a. [Payroll Warrant #35](#) in the amount of **\$28,272.80**
Victoria Gavel – Motions to approve. Jessica Picard seconds. Motion passes: 5-0-0
- b. [Accounts Payable Warrant #36 \(FY2024\)](#) in the amount of **\$52,132.34**
Victoria Gavel – Motions to approve. Jessica Picard seconds. Discussion Municipal Solid waste cost was \$9,902.40 which has gone down a little, and Recycling costs were \$415.35
Motion passes: 5-0-0

ITEM #5

UNFINISHED BUSINESS

- a. [Franchise Agreement, Updates if any – Public Hearing scheduled March 18th, 2024](#)
Item motioned out of order. See above Item #1 (a.)
- b. [Discuss Bunganut Booth Repairs, updates if any, Tabled for more information](#)
There is discussion about using a different vendor from Vermont. Given the quotes received, some materials can be taken off such as insulation and the interior pine panels to minimize costs. Some vendors are further out than others in terms of product availability and delivery. The windows on the sides will need to be a specific size to facilitate money transactions through the window. An egress window may need to be installed. Ralph Blackington agreed to write up a specification sheet and Linday Gagne will reach out to the vendors asking for specific costs on each line item. Item will continue to be reviewed at the next meeting.
- c. [Review draft personnel policy – Workshop scheduled March 19th, 2024 at 6:00pm](#)
Workshop scheduled for March 19th, 2024. No new updates.
- d. [Dedication for Annual Town Report – Review Survey Results](#)
Discussion the board will choose a candidate to dedicate the Town Report which will remain anonymous until the Town Report is printed.

ITEM #6

DEPARTMENT AND COMMITTEE REPORTS

- a. [Treasurer – Expense Report](#) – Report reviewed in agenda packet.
- b. [Fire Chief – GMFR Report](#)
Matt Duross – Requests funds out of the GMFR Building Capitol Reserve for Lyman’s total share of \$1,608.78 for circulator pumps.
Thomas Hatch – **Motions to approve \$1,608.78 out of GMFR Building Capitol Reserve for the invoice for circulator pumps.**
Jessica Picard – **Seconds the motion. Motion passes: 5-0-0**
- c. [Tax Collector – Monthly Report](#) – Report reviewed in agenda packet.
- d. [Parks and Recs – Monthly Report](#)
Holly Hart – States there is an Easter Egg Hunt event coming up on March 24th. The Ice Rink has been taken down for the Winter. Concert in the Park bands have been booked for the Summer for Thursdays. First Concert is scheduled for the second Thursday in July.

ITEM #7

NEW BUSINESS

- a. [Discussion – Chadborne Field Improvements. Massabesic Little League](#)
Greg Mitchell – Is a representative of the Massabesic Little League as their president and is offering to help the Town restore the Chadborne Field. He would recommend turning it into a softball field. They would also help to restore the dugouts and benches. They will help split the costs of tearing up the field and restoring it.
Holly Hart – States the Eagle Scout that was working with her on a project for Chadborne Field will no longer be working on the project.
Amber Swett – States the parking at the library may be a concern. Although there is parking at the Town Hall with the path to the library and in the past people have parked on the side of the road.

Town of Lyman
Select Board Meeting Minutes
March 18th, 2024 – Lyman Town Hall

Victoria Gavel – States there may be some concern modifying the field in that Babe Ruth teams would not be able to play. There is some discussion if there are any more Babe Ruth Teams.

Jessica Picard – Makes a motion for Tom Hatch to be the Liaison from the Select Board to work with Massabesic Little League on this project.

Amber Swet – Seconds the motion. Motion passes: 5-0-0

b. [Review/Approve Pole Permit CMP](#)

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

c. [Appointment Interim Code Enforcement Officer, Building Inspector & Plumbing Inspector](#)

Thomas Hatch – Motions to appoint Jim Roberts as the interim Code Enforcement Officer, Building Inspector, and Plumbing Inspector.

Jessica Picard – Seconds the motion. Motion passes: 5-0-0

d. [Appointment Finance & Human Resources Officer](#)

Discussion about any potential financial impact on the position and clarifying discussion from Budget Workshops.

Jessica Picard – Motions to appoint Jeanette Lemay as the Finance and Human Resources Officer.

Thomas Hatch – Seconds the motion. There is discussion about this being a job title change and the board is not creating a new position. Motion passes: 5-0-0

e. [Write off real estate taxes, interests, & costs for Town-Owned properties](#)

o [Map 9, Lot 21-B for amount of \\$3,534.13](#)

Jessica Picard – Motions to write off real estate taxes, interest and costs for tax acquired property located at Map 9, Lot 21-B for amount of \$3,534.13

Victoria Gavel – Seconds the motion. Motion passes: 5-0-0

o [Map 9, Lot 10 for the amount of \\$6,121.89](#)

Jessica Picard – Motions to write off real estate taxes, interest and costs for tax acquired property located at Map 9, Lot 10 for amount of \$6,121.89

Thomas Hatch – Seconds the motion. Motion passes: 5-0-0

o [Map 7, Lot 68 for the amount of \\$3,679.13](#)

Jessica Picard – Motions to write off real estate taxes, interest and costs for tax acquired property located at Map 7, Lot 68 for amount of \$3,679.13

Victoria Gavel – Seconds the motion. Motion passes: 5-0-0

o [Map 3, Lot 9 for the amount of \\$2,144.54](#)

Jessica Picard – Motions to write off real estate taxes, interest and costs for tax acquired property located at Map 3, Lot 9 for amount of \$2,144.54

Victoria Gavel – Seconds the motion. Motion passes: 5-0-0

o [Map 3, Lot 46 for the amount of \\$4,508.00](#)

Jessica Picard – Motions to write off real estate taxes, interest and costs for tax acquired property located at Map 3, Lot 46 for amount of \$4,508.00

Victoria Gavel – Seconds the motion. Motion passes: 5-0-0

o [Map 12, Lot 2 for the amount of \\$4,225.67](#)

Jessica Picard – Motions to write off real estate taxes, interest and costs for tax acquired property located at Map 12, Lot 2 for amount of \$4,225.67

Victoria Gavel – Seconds the motion. Motion passes: 5-0-0

o [Map 11, Lot 39-1 for the amount of \\$4,015.13](#)

Jessica Picard – Motions to write off real estate taxes, interest and costs for tax acquired property located at Map 11, Lot 39-1 for amount of \$4,015.13

Victoria Gavel – Seconds the motion. Motion passes: 5-0-0

Town of Lyman
Select Board Meeting Minutes
March 18th, 2024 – Lyman Town Hall

- [Map 6, Lot 24-5 for the amount of \\$2,035.95](#)
Jessica Picard – Motions to write off real estate taxes, interest and costs for tax acquired property located at Map 6, Lot 24-5 for amount of \$2,035.95
Victoria Gavel – Seconds the motion. Motion passes: 5-0-0
- [Map 4, Lot 7-1 for the amount of \\$650.28](#)
Jessica Picard – Motions to write off real estate taxes, interest and costs for tax acquired property located at Map 4, Lot 7-1 for amount of \$650.28
Victoria Gavel – Seconds the motion. Motion passes: 5-0-0

EXCECUTIVE SESSION

- [1.M.R.S.A §405 \(A\) Discussion regarding personnel matters](#)
- [1.M.R.S.A §405 \(C\) Discussion regarding acquisition of real property](#)

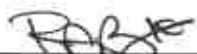
Jessica Picard – Motions to go into executive session per 1 M.R.S.A §405 (A) discussion regarding personnel matters and 1 M.R.S.A §405 (C) discussion regarding acquisition of real property.
Amber Swett – Seconds the motion. Motion passes: 5-0-0

Jessica Picard – Motions to come out of executive session. Thomas Hatch seconds. Motion passes: 5-0-0

OTHER

ADJOURN

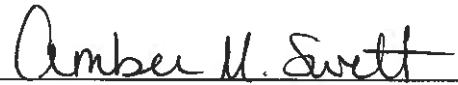
Jessica Picard – Motions to adjourn. Amber Swett seconds. Motions passes: 5-0-0




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 March 18th, 2024



Lindsay Gagne