

Town of Lyman
Select Board Meeting Minutes
April 16th, 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: Jessica Picard, Amber Swett, Victoria Gavel

Selectboard members absent: Rusty “Ralph” Blackington (Chair), Thomas Hatch (Vice Chair)

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 and please be respectful of others*
No public comment.
- b. Mail •York County Sherrif

ITEM #3 **MINUTES**

- a. Review / Approve meeting minutes 4/1/2024
Amber Swett – Motions to approve. Victoria Gavel seconds. Motion passes: 3-0-0

ITEM #4 **SIGN WARRANTS**

- a. Payroll Warrant #39 in the amount of **\$29,399.00**
Victoria Gavel – Motions to approve. Amber Swett seconds. Motion passes: 3-0-0
- b. Accounts Payable Warrant #40 (FY2024) in the amount of **\$51,381.77**
Victoria Gavel – Motions to approve. Amber Swett seconds. Motion passes: 3-0-0
Discussion, Amber Swett states Municipal Solid Waste expenses were \$9,380.89 and recycling expenses were \$475.65.

ITEM #5 **UNFINISHED BUSINESS**

- a. Franchise Agreement, Updates if any
No new updates
- b. Discuss Bunganut Booth Repairs, updates if any, Review Quote for Electrical work and gravel
Lindsay Gagne – States the quote for the shed was sent to the insurance company and the Town was reimbursed for the cost less the \$1,000 deductible. There will need to be an electrical hookup after the new shed is installed. In the agenda packet, there is a quote for \$850 for all the electrical work needed. After the shed is removed, we may need to level out the area and put gravel down for the new shed. To move forward with the electrical quote, the board will need to approve funds from Capital improvement Reserves.
Victoria Gavel – States she is willing to get gravel if it’s needed and will volunteer her time to help with demoing the old shed. She has coordinated with the Road Commissioner who has agreed to volunteer his time and use his excavator. She will haul the debris to the old recycling place on Jagger Mill Road and will submit receipts for the cost for tonnage of debris.
Amber Swett – **Motions to approve the quote from ETP Electricians for the amount of \$850.00 to come out of Capital Improvement Reserves.**
Victoria Gavel – **Seconds the motion. Motion passes: 3-0-0**
- c. Review/ Approve final draft personnel policy
There is some discussion regarding language on page 6 under section 3.1, gesture bullying, if the phrase “glances that convey threatening message” could be removed. Consensus was that this

Town of Lyman
Select Board Meeting Minutes
April 16th, 2024 – Lyman Town Hall

Discussion, because there are only three board members present, with Amber's abstention, they would have to delay Michelle's re-appointment until the next meeting but will continue with the other committee members.

Victoria Gavel – Motions to appoint Holly Hart to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint Holly Wooldridge to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint Kevin Veilleux to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint Karen Kane to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint Liz Mitchell to the Bunganut Park Ad Hoc Committee for a term ending April 18th, 2025.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

b. [Committee Application – Cemetery Committee](#)

Amber Swett – Motions to appoint Patricia Ricker to the Cemetery Committee.

Victoria Gavel – Seconds the motion. Motion passes: 3-0-0

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

Lindsay Gagne – States there is another CEO that is willing to help with permits and inspections in the interim until we have a full-time CEO. Updates to the interviewing process; there were many applicants for the position of Administrative Clerk; interviews have been conducted and currently we're reviewing the selection process. To avoid short staffing the front counter, we've been working with the temp CEO's until internal hire for the CEO Department can transition over.

Victoria Gavel – Motions to appoint James Allaire as the interim building inspector effective April 16th, 2024.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint James Allaire as the interim plumbing inspector effective April 16th, 2024.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

Victoria Gavel – Motions to appoint James Allaire as the interim code enforcement officer effective April 16th, 2024.

Amber Swett – Seconds the motion. Motion passes: 3-0-0

d. [Review/ Approve Pole Permit](#)

Amber Swett – Motions to approve the pole permit for the intersection of Shaker Hill Road and Brock Road.

Victoria Gavel – Seconds the motion. Motion passes: 3-0-0

e. [Schedule Public Hearing for Town Meeting Warrant](#)

Lindsay Gagne – States the warrant is being drafted. During the budget workshops we had discussed doing a minor amendment to the charter to remove the Board of Assessment Review and default appeals to the County, however in reaching out to Town Council, it was recommended this item would likely need to be voted on by secret ballot and we could do that for the November Election. Unless the board has any other non-budget items to add to the warrant, there should be a public hearing scheduled, which the draft will be ready before then.

Town of Lyman
Select Board Meeting Minutes
April 16th, 2024 – Lyman Town Hall

Discussion regarding scheduling a public hearing. The board will hold a public hearing on May 6th at 6:00pm located at the Town Hall before their regular meeting session.

Discussion regarding putting to the voters in November a referendum question asking if they do or do not favor services providing aerial imagery for the assessor. This would not be appropriating funds, but rather getting voters to vote on whether or not they would want such services available to the Town.

f. [Review/Sign RSU #57 notice of June election.](#)

Victoria Gavel – Motion to accept the warrant and notice of election calling Regional School Unit Number 57 Budget Validation Referendum and notice of election on Tuesday June 11th 2024
Amber Swett – Seconds the motion. Motion Passes: 3-0-0

EXCECUTIVE SESSION

None

OTHER

Victoria Gavel – States while doing the shed removal at Bunganut, she will get the broken grills out of the park as well and haul them at the same time. She asks about candidate's Nite and how to submit questions to the candidates and asks about getting the moderator for Town meeting.

Lindsay Gagne – States questions can be submitted to the Town Manager email or office and then they are passed to the moderator for Candidates Nite. The moderator for Town Meeting is voted on at Town Meeting. Typically, we reach out to those who we generally work with and ask if they are available, but if they are not, then we would look for another moderator.

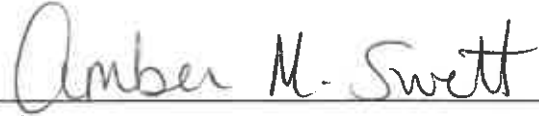
Michelle Felicetti – States the Bunganut Park Committee has cancelled their clean up day in May because of the damages from the last storm. The trees that fell down at the park are very large and the damage will need to be cleaned up before they schedule a community event.

Lindsay Gagne – Provides an update with the storm damages and FEMA funding. After doing the assessment we are aware of the debris and trees that are down. The FEMA funding is not a guarantee, as we have not received confirmation that we qualify. In the event we don't qualify we would still continue to get the clean up done, but the reason the debris has been left is so we can take pictures and videos as part of our FEMA report.

ADJOURN

Amber Swett – Motions to adjourn. Victoria Gavel seconds. Motion passes: 3-0-0

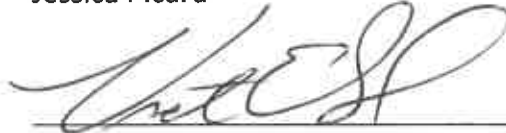
Town of Lyman
Select Board Meeting Minutes
April 16th, 2024 – Lyman Town Hall




Amber Swett




Jessica Picard



Victoria Gavel



Rusty "Ralph" Blackington

Thomas Hatch

I, Lindsay Gagne, Town Manager of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of 5 pages are the original minutes of the Select Board Meeting date April 16th, 2024



Lindsay Gagne

