

Town of Lyman  
Select Board Meeting Minutes  
June 17<sup>th</sup>, 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, Joseph Wagner, David Alves  
**Selectboard members absent:**

**ITEM #1**      **SPECIAL OFFERS/ PRESENTATIONS**

a. **Select Board Vote Chair, Vice Chair, Fire Commission member**

**David Alves – Motions to nominate Jessica Picard as Chair**

**Amber Swett – Seconds the motion.**

**Joseph Wagner – Nominates Victoria Gavel as chair.**

**David Alves – States that nomination is out of order there has been a motion made on the floor and there was a second.**

**Motion Passes for Jessica Picard as Chair: 4-0-1 (David Alves, Victoria Gavel, Amber Swett, Jessica Picard in favor; Joseph Wagner opposed).**

**Joseph Wagner – Nominates Victoria Gavel as Vice Chair.**

**Jessica Picard – Seconds the motion. Motion passes: 3-1-1 (Jessica Picard, David Alves, Joseph Wagner in favor; Amber Swett opposed; Victoria Gavel abstains).**

**Joseph Wagner – Nominates Victoria Gavel as Fire Commission Member**

**Jessica Picard – Seconds the motion. Motion passes: 4-0-1 (Jessica Picard, David Alves, Amber Swett, Joseph Wagner in favor; Victoria Gavel abstains)**

b. **Rustic Dreams – Special Amusement Permit Application**

Jessica Picard opens the Public Hearing for Rustic Dreams.

**Richard Emmons – States he is a neighbor and in support of their business.**

**David Lavoy – States he is a neighbor and in support of their business, he has not seen any detriment from their events.**

**Amber Swett – Inquires about the inspection report from the CEO**

**Rebekah Thompson – States there were some discrepancies she noted, and the property owner has since fixed all but two of them and is actively working on resolving the remaining issues. The certificate of occupancy was written based on the 2015 building codes which includes 2015 plumbing codes which goes over the number of facilities needed per occupancy of people.**

**Keith Sevigny – States he had a soil scientist test the septic system and verified the system is good for up to 176 people and provided the information to the building and codes department.**

**There is no further comment, Jessica Picard closes the public hearing.**

**David Alves – Motions to approve the special amusement permit application.**

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

**David Alves – Motions to approve the liquor license for Rustic Dreams**

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

c. **Welcome New Select Board Members**

Workshop is scheduled June 24, 2024 at 6:00pm at the Town Hall.

**EXECUTIVE SESSION** **1.M.R.S.A §405 (C) Acquisition of real property – Tabled from last meeting**

**Amber Swett – Motions to go into executive session per 1 M.R.S.A §405 (C) Acquisition of real property**

**David Alves – Seconds the motion. Motion passes: 4-1-0 (Jessica Picard, Amber Swett, David Alves, Victoria Gavel in favor; Joseph Wagner opposed)**

Town of Lyman  
Select Board Meeting Minutes  
June 17<sup>th</sup>, 2024 – Lyman Town Hall

**Joseph Wagner – Motions to come out of executive session**  
**Amber Swett – Seconds the motion. Motion passes: 5-0-0**

**Amber Swett – Makes a motion not to accept the abatement application**  
**Joseph Wagner – 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*

**Sue Briggs** – States she is the treasurer of the Goodwin Mills Cemetery Committee and wanted to thank the board for their consideration of transfer of property to their committee. If acquired by the committee, they are looking into using the small parcel for cemetery signage.

**Karen Kane** – Discusses the Town Meeting vote to close the reserve account on South Waterboro Road. Requests the Select Board approve funds for cleanup of the leaves at Kennebunk Pond. She will contact ME DEP and inquire about pulling leaves out of the water.

**Lindsay Gagne** – Explains per DEP rules anything in the water, such as leaves, cannot be removed. If someone wanted to or was volunteering to help clean up the beach area, this is okay to do, however, the Board should plan and account for these things in case there are no volunteers available.

**Rusty Blackington** – States the election and town meeting ran smoothly.

**Tom Hatch** – Thanks the board he worked with while serving on the board and thanks the employees and volunteers of the Town.

- b. *Mail • York County Sheriff Report • FEMA Letter*

**ITEM #3**      **MINUTES**

- a. *Review / Approve meeting minutes 6/3/2024*

**Amber Swett – Motions to approve. Victoria Gavel seconds. Motion passes: 3-0-2 (Jessica Picard, Victoria Gavel, Amber Swett in favor; David Alves, Joseph Wagner abstain).**

Discussion: Victoria Gavel clarifies she was speaking about the side of the road at the end of Kennebunk Pond Road under the Other section. Amber Swett clarifies she was abstaining from being appointed as Eco Maine Rep.

**ITEM #4**      **SIGN WARRANTS**

- a. *Payroll Warrant #47 in the amount of \$46,442.81*

**Victoria Gavel – Motions to approve. Amber Swett seconds. Motion passes: 4-0-1 (Jessica Picard, Amber Swett, Victoria Gavel, Joseph Wagner in favor; David Alves abstains).**

- b. *Accounts Payable Warrant #48 (FY2024) in the amount of \$294,119.96*

**Amber Swett – Motions to approve. Victoria Gavel seconds. Motion passes: 4-0-1 (Jessica Picard, Amber Swett, Victoria Gavel, Joseph Wagner in favor; David Alves abstains).**

Discussion: CEO mileage paid for after it was submitted. BD carpentry for concession stand stairs, Lindsay will follow up with the board to verify the amount that was approved when it went out to bid.

**ITEM #5**      **UNFINISHED BUSINESS**

- a. *Franchise Agreement, Updates if any – No new updates*

- b. *Discussion from 4-22-24 Workshop, updating agenda format, board bylaws, social media policy, etc.*  
Discussion: The board tables the item for the workshop on June 24<sup>th</sup>.

Town of Lyman  
Select Board Meeting Minutes  
June 17<sup>th</sup>, 2024 – Lyman Town Hall

- c. **Discussion – Company Picnic/event**  
Discussion: Potential scheduling early to mid-September. Determine if the event will be on a weekend or weekday. Potential options of serving BBQ picnic in the Pines, or keep to a smaller event. Item tabled for workshop scheduled on June 24<sup>th</sup>.
- d. **Discussion – Review process for donating/selling land to Goodwins Mills Cemetery Association**  
**Lindsay Gagne** – States the item would have to be put to the voters and the board needs to decide if they want to do an open town meeting or secret ballot or add to November referendum. More referendum information will be on the next agenda.  
The board agrees to add to the November referendum.
- e. **Discussion – Capital Improvement Plan**  
**Lindsay Gagne** – Recommends hiring a third party to inspect the Town’s buildings and facilities and generate a report that can be used to help identify a capital improvement plan.  
Discussion: the board agrees to begin soliciting for quotes for inspection services.

**ITEM #6**

**DEPARTMENT AND COMMITTEE REPORTS**

- a. **Kennebunk Pond Committee – Updates re: Landscape Improvements**  
**Karen Kane** – States they are waiting on the Pedestrian signs to be installed. When they came from the State they did not come assembled. GT scapes will do the installation but cannot do the wiring for the solar components of the signs. GT scapes will not do the watering of the new plantings, however they will lend a tank if someone were available to help with watering. She thanks the committee, and everyone involved for all their hard work.  
**Lindsay Gagne** – States the gate arm was damaged recently. After investigating it was found that the magnetic field was not strong enough to pick up a boat trailer while a driver was waiting for traffic to pass before pulling out of the parking area. The gate company will come out to assess the damage. They recommended adjusting the timer so that the exit arm stays open, and they will increase the sensitivity of the magnetic field. Regarding the solar signs, there is no ARPA funds available, and the board would have to consider taking funds out of a reserve to hire an electrician.  
**Ken Burr** – Offers to help with the watering if he can get more information on what’s involved.
- b. **Fire Chief – All Hands** – Reviewed in agenda packet.
- c. **Planning Board – 3<sup>rd</sup> Quarter Report** – Reviewed in agenda packet.

**ITEM #7**

**NEW BUSINESS**

- a. **S.M.A.S.H Field Use Request Form**  
**Amber Swett** – Motions to approve the field use request.  
**David Alves** – Seconds the motion. Motion passes: 5-0-0  
Discussion: The board agrees to have Parks & Recs and Town Manager facilitate field use approvals.
- b. **Ordinance Review Committee: Re-Appointment Application**  
**Victoria Gavel** – Motions to reappoint George Cheney on the Ordinance Review Committee for a three-year term.  
**Joseph Wagner** – Seconds the motion. Motion passes: 5-0-0  
Discussion: All members coming up on their terms have been notified. Some expressed an interest, and some have not. The board was provided with recommendations from the Town Manager. Any interested parties have been notified.
- c. **Review/ Approve Policy on Disbursements**  
**Lindsay Gagne** – States this policy approves the disbursement of Payroll and money that is held for the State. Otherwise, the Board approves all disbursements on the warrants.  
**Victoria Gavel** – Motions to approve with the following changes; to strike the names of Ralph Blackington and Thomas Hatch and add the names Joseph Wagner and David Alves.  
**David Alves** – Seconds the motion. Motion passes: 5-0-0

Town of Lyman  
Select Board Meeting Minutes  
June 17<sup>th</sup>, 2024 – Lyman Town Hall

**OTHER**

**Amber Swett** – Asks about a prior board liaisons on Bunganut Committee. Discussion: the committee is currently an Ad Hoc committee; the board can choose liaisons if they'd like. Item tabled for the workshop on June 24<sup>th</sup>.

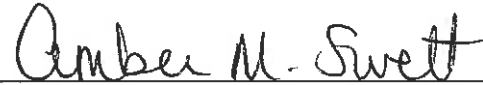
**Joseph Wagner** – Suggests having newly elected select board members sworn by the Town Clerk beginning on July 1 in effort to allow an onboarding/orientation period between end of Town Meeting and the beginning of the new fiscal year. He submits his resignation from the Planning Board.

**ADJOURN**

**Amber Swett** – Motions to adjourn. **David Alves** seconds. Motion passes: 5-0-0



Jessica Picard



Amber Swett



Joseph Wagner



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 date June 17<sup>th</sup>, 2024



Lindsay Gagne