

**Town of Lyman**  
**Select Board Regular Meeting Agenda**  
**Monday November 4<sup>th</sup>, 2024 – Lyman Town Hall**

Welcome to the November 4<sup>th</sup>, 2024 Regular Meeting of The Lyman Select Board.  
This meeting is a public proceeding and is being recorded.

**PLEDGE OF ALLEGIANCE**

**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*
- b. Mail

**ITEM #3**      **UNFINISHED BUSINESS**

**ITEM #4**      **DEPARTMENT AND COMMITTEE REPORTS**

**ITEM #5**      **NEW BUSINESS**

**ITEM #6**      **MINUTES**

- a. Review / Approve meeting minutes 10/21/2024

**ITEM #7**      **SIGN WARRANTS**

- a. Payroll Warrant #17 in the amount of **\$30,140.97**
- b. Accounts Payable Warrant #18 (FY2025) in the amount of **\$697,646.02**

**EXECUTIVE SESSION**

**OTHER**

**ADJOURN**

**Town of Lyman**  
**Select Board Regular Meeting Agenda**  
**Monday October 21<sup>st</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, Victoria Gavel, Amber Swett, Joseph Wagner, David Alves  
**Selectboard members absent:**

**ITEM #1**

**SPECIAL OFFERS/ PRESENTATIONS**

**a. Public Hearing – GA Maximums - Pricilla Ouelette**

Public Hearing was opened at 6:00 p.m.

Public Hearing was closed at 6:05 p.m.

- **Vote to adopt Amendments to GA Maximums**

**Victoria Gavel made a motion to adopt the amendments to the GA Maximums**

**Amber Swett seconds**

**Motion passes 4-0-0**

**b. Lyman Historical Society – Revolutionary Veteran Pierce Murphy**

Steve Lord from the Lyman Historical Society invites everyone to attend a new program they have called "Ghosts & Graveyards". This program will have a reading of various historical stories pertaining to Lyman graveyards.

Steve Lord presents information on Pierce Murphy Jr. who was known as being a prominent revolutionary veteran in Coxall/Lyman. A book has been put together by the Historical Society and will be at the Lyman Community Library.

**ITEM #2**

**HEARING OF DELEGATIONS / PUBLIC INPUT**

**a. Public Input –**

**b. Mail •Spirit of America Award**

The Spirit of America Award has been awarded to Priscilla Miles

**ITEM #3**

**UNFINISHED BUSINESS**

**a. Franchise Agreement, Updates if any**

None

**b. RFP – Equipment Sandblasting, Open Bids**

One bid was received from Precision Equipment in the amount \$23,000

**Victoria Gavel motions to approve provided the timeline works for the Transfer Station. Joseph Wagner Seconds. Motion passes 4-0-0**

**c. RFP – Assessment Equalization Project – Open Bids**

One bid was received from Tyler Technologies. After the opening it was a letter from Tyler thanking the Town for the offer to bid but decided to decline at the moment.

**d. Review/ Discuss Forestry Agreement, updates from Forester.**

The Board discusses a proposed easement. The Town Manager will be working on a meeting with the forester and Josh Eon.

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- e. **FEMA Floodplain Management Ordinance – Emergency enactment, per charter 3.13 (for continued emergency ordinance until November 5<sup>th</sup>, 2024)**  
Amber Swett motions to extend. Victoria Gavel seconds. 4-0-0

**ITEM #4**

**DEPARTMENT AND COMMITTEE REPORTS**

- a. **Fire Chief – All Hands** – Reviewed in Packet  
○ **Review/ Approve GMFR Personnel Policy** – Joseph Wagner motions to accept amended policy. Victoria Gavel seconds. 5-0-0 (David Alves has joined the meeting at this point)
- b. **Cemetery Committee – Adopt a Plot initiative/Summary** - Katrina Randall and Sheila McNeil came in to discuss adopt a spot. Amber Swett will get in touch with Sheila McNeil to discuss.
- c. **ECO ME Rep – Composting Survey Results** – There were 118 responses to the survey. The majority said they were very interested. Amber Swett would like to have a round table discussion with members of the community.
- d. **Treasurer Expense Report** – Reviewed in Packet
- e. **Town Clerk – Excise Report** – Reviewed in Packet

**ITEM #5**

**NEW BUSINESS**

- a. **Discussion re: workshop for budget goals.** The Board set a date of November 25<sup>th</sup>, 6:00 p.m. at the Town Hall

**ITEM #6**

**MINUTES**

- a. **Review / Approve meeting minutes 10/7/2024**  
Victoria Gavel motions to approve. Joseph Wagner seconds. Motion passes 4-1-0. (Amber Swett Abstains, she was not present at the last meeting)

**ITEM #7**

**SIGN WARRANTS**

- a. **Payroll Warrant #15 in the amount of \$32,551.87**  
Victoria Gavel motions to approve. Amber Swett seconds. Motion passes 5-0-0.
- b. **Accounts Payable Warrant #16 (FY2025) in the amount of \$74,700.16**  
Victoria Gavel motions to approve. Amber Swett seconds. Motion passes 5-0-0.

**EXECUTIVE SESSION**

**1 M.R.S.A §405 (A) Discussion regarding personnel matters.**

Amber Swett motions to go into Executive Session. Jessica Picard seconds. Motion passes 5-0-0.

Joseph Wagner motions to come out of Executive Session. Amber Swett seconds.  
Motion passes 5-0-0.

**OTHER**

None

**ADJOURN**

David Alves motions to adjourn. Victoria Gavel seconds. Motion passes 4-0-0

**Town of Lyman  
Select Board Regular Meeting Agenda  
Monday October 21<sup>st</sup>, 2024 – Lyman Town Hall**

\_\_\_\_\_  
Amber Swett

\_\_\_\_\_  
Jessica Picard

\_\_\_\_\_  
Joseph Wagner

\_\_\_\_\_  
David Alves

\_\_\_\_\_  
Victoria Gavel

I, Lindsay Gagne, Town Manager of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of 3 pages are the original minutes of the Select Board Meeting dated October 21<sup>st</sup>, 2024

\_\_\_\_\_  
Lindsay Gagne

**Payroll Check Register**  
Pay Date: 10/30/2024

Check	D / D	Check	Amount	Date	Employee
<b>Employee Checks</b>					
1	1,221.46	0.00	1,221.46	10/30/24	021 JANICE M AUGER
2	1,733.80	0.00	1,733.80	10/30/24	79 SUSAN J BELLEROSE
3	787.30	0.00	787.30	10/30/24	026 ERIN N CAMARENA
4	63.83	0.00	63.83	10/30/24	126 DAVID A CARLMAN
5	1,310.16	0.00	1,310.16	10/30/24	025 THOMAS M CROTEAU
6	2,646.39	0.00	2,646.39	10/30/24	028 LINDSAY GAGNE
7	1,987.02	0.00	1,987.02	10/30/24	016 LAURIE L GONSKA
8	234.64	0.00	234.64	10/30/24	117 PAUL HAKALA
9	266.87	0.00	266.87	10/30/24	007 THOMAS M HOLLAND
10	2,127.75	0.00	2,127.75	10/30/24	015 JEANETTE E LEMAY
11	891.22	0.00	891.22	10/30/24	036 JULIE LEMIEUX
12	551.40	0.00	551.40	10/30/24	125 PAUL J MARTEL
13	1,426.02	0.00	1,426.02	10/30/24	041 RANDALL L MURRAY
14	576.51	0.00	576.51	10/30/24	19 BRIAN D. RACICOT
15	616.71	0.00	616.71	10/30/24	002 DAVID W RILEY
16	154.56	0.00	154.56	10/30/24	020 DAVID H SANTORA
17	1,821.48	0.00	1,821.48	10/30/24	037 REBEKAH S THOMPSON
18	309.13	0.00	309.13	10/30/24	40 RAYMOND J VALLIERE
<b>Total</b>	<b>18,726.25</b>	<b>0.00</b>	<b>18,726.25</b>		

<b>Direct Deposit Checks</b>					
19	0.00	18,726.25	18,726.25	10/30/24	D / D 1 BIDDEFORD SAVINGS BANK
<b>Total</b>	<b>0.00</b>	<b>18,726.25</b>	<b>18,726.25</b>		

<b>Trust &amp; Agency Checks</b>					
20	0.00	6,777.93	6,777.93	10/30/24	T & A 1 I.R.S.
21	0.00	1,574.69	1,574.69	10/30/24	T & A 3 ICMA
22	0.00	1,286.56	1,286.56	10/30/24	T & A 2 MAINE REVENUE SERVICES
23	0.00	1,775.54	1,775.54	10/30/24	T & A 9 MPERS
<b>Total</b>	<b>0.00</b>	<b>11,414.72</b>	<b>11,414.72</b>		

<b>Summary</b>		
Checks:	Regular	0.00 18
	D / D	18,726.25 1
	Employee	18,726.25
	T & A	11,414.72 4
	Voided	0 0
<b>Total</b>	<b>30,140.97</b>	<b>23</b>









**A / P Warrant**

Warrant 18

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
MEMBERSHIP GONSKA			E 102-11-20-290		15.00	0.00
			BENEFITS / MEMB & DUES			
			<b>Vendor Total-</b>		<b>15.00</b>	
<b>00211 CRIPPLE CREEK CORPORATION</b>						
0236	11053	11	RENT	CRINOV25		
RENT			E 110-11-39-399		125.00	125.00
			CONT SVS OTH / OTHER			
			<b>Vendor Total-</b>		<b>125.00</b>	
<b>00111 CYN ENVIRONMENTAL SERVICES</b>						
0236	11054	11	LY3802	95636939-240545		
LY3802			E 150-31-35-358		650.50	0.00
			CTRCT SVS WA / PROF SVS HWO			
			<b>Vendor Total-</b>		<b>650.50</b>	
<b>00133 DAVID W. RILEY</b>						
0236	11055	11	SERVICES	97		
KBP TRASH			E 145-23-35-331		150.00	0.00
			CTRCT SVS WA / PROF PORTA P			
			<b>Invoice Total-</b>		<b>150.00</b>	
0236	11055	11	SERVICES	98		
TOWN HALL TRASH			E 145-11-31-330		35.00	0.00
			CTRCT SVS BL / WASTE SVS			
			<b>Invoice Total-</b>		<b>35.00</b>	
0236	11055	11	SERVICES	99		
PLOWING/SHOVEL TH			E 143-11-31-360		773.33	0.00
			CTRCT SVS BL / PLOW & SAND			
			<b>Invoice Total-</b>		<b>773.33</b>	
0236	11055	11	SERVICES	100		
FUELING			E 150-31-35-310		40.00	0.00
			CTRCT SVS WA / PROF SVS			
			<b>Invoice Total-</b>		<b>40.00</b>	
0236	11055	11	SERVICES	101		
ROADS REPAIRS/MAINT			E 131-51-40-483		210.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
ROADS - SIGNS			E 131-51-33-310		80.00	0.00
			CONT PROF / PROF SERV			
			<b>Invoice Total-</b>		<b>290.00</b>	
			<b>Vendor Total-</b>		<b>1,288.33</b>	
<b>00151 DAYTON SAND &amp; GRAVEL, CO., INC.</b>						
0236	11056	11	52800	000624-13		
52800			E 131-51-40-482		53,085.00	0.00
			REPAIRS & MA / RDS/RESURFA			
			<b>Vendor Total-</b>		<b>53,085.00</b>	
<b>00248 DAYTON SNOW FIGHTERS INC.</b>						
0236	11057	11	PLOWING	SNOWNOV25		
PLOWING			E 143-51-31-360		41,715.00	41,715.00
			CTRCT SVS BL / PLOW & SAND			
			<b>Vendor Total-</b>		<b>41,715.00</b>	
<b>00179 ELECTION SYSTEMS &amp; SOFTWARE, INC</b>						

**A / P Warrant**

Warrant 18

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
0236	11058	11	141369		CD2107091	
141369			E 115-13-39-399		646.97	0.00
			CONT SVS OTH / OTHER			
<b>Vendor Total-</b>					<b>646.97</b>	
<b>00233 GOODWINS MILLS FIRE &amp; RESCUE</b>						
0236	11059	11	FY 25		GMFRNOV25	
FY 25			E 186-91-37-391		42,202.00	42,202.00
			CONT OUT / GMFR PERSONN			
FY 25			E 186-91-37-392		16,689.25	16,689.25
			CONT OUT / GMFR CONTRAC			
<b>Vendor Total-</b>					<b>58,891.25</b>	
<b>00184 JEANETTE LEMAY</b>						
0236	11060	11	MILEAGE		SEPT	
MILEAGE			E 110-11-90-910		127.03	0.00
			OTHER / MILEAGE/TRAV			
<b>Vendor Total-</b>					<b>127.03</b>	
<b>00230 JESSICAS CLEANING SERVICE</b>						
0236	11061	11	CLEAN AND REMOVE SCREENS		99.1645	
CLEAN AND REMOVE SCREENS			E 141-11-31-310		250.00	0.00
			CTRCT SVS BL / PROF SVS			
<b>Invoice Total-</b>					<b>250.00</b>	
0236	11061	11	CLEANING SERVICES		99.169	
TH CLEANING SERVICE			E 141-11-31-310		500.00	0.00
			CTRCT SVS BL / PROF SVS			
ADDLT VACUUM			E 141-11-31-310		100.00	0.00
			CTRCT SVS BL / PROF SVS			
<b>Invoice Total-</b>					<b>600.00</b>	
<b>Vendor Total-</b>					<b>850.00</b>	
<b>00311 KCB LANDSCAPING</b>						
0236	11062	11	MOWING		MOWNOV24	
MOWING			E 142-90-31-370		5,554.40	5,554.40
			CTRCT SVS BL / MOWING			
<b>Vendor Total-</b>					<b>5,554.40</b>	
<b>00414 MAINE MUNICIPAL ASSOCIATION</b>						
0236	11063	11	31170 PBBOA RIVARD		1000476802	
33170			E 102-11-20-280		50.00	0.00
			BENEFITS / TRAINING			
<b>Vendor Total-</b>					<b>50.00</b>	
<b>01111 MARCEL DESROSIERS</b>						
0236	11064	11	MILEAGE		9/27-10/28	
MILEAGE			E 110-11-90-911		746.38	0.00
			OTHER / MI/TRAV ELE			
<b>Vendor Total-</b>					<b>746.38</b>	
<b>00364 PRECISION COLLISION &amp; REPAIR</b>						
0236	499999	11	SANDBLAST & PAINT 1ST HAL		2113	
SANDBLAST & PAINT 1ST HAL			E 191-31-70-790		12,000.00	0.00
			EQUIPMENT / OTHER EQUIP			
<b>Vendor Total-</b>					<b>12,000.00</b>	

**A / P Warrant**

Warrant 18

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
<b>00084 READYREFRESH BY NESTLE</b>						
0236	11065	11	0427507058		5523546454	
H20 0427507058			E 110-11-60-610		208.86	0.00
			SUPPLIES / SUPPLIES			
<b>Vendor Total-</b>					<b>208.86</b>	
<b>00502 REGISTRY OF DEEDS</b>						
0236	11066	11	DISCHARGES			
DISCHARGES			E 110-11-39-399		190.00	0.00
			CONT SVS OTH / OTHER			
<b>Vendor Total-</b>					<b>190.00</b>	
<b>00419 RSU #57</b>						
0236	11067	11	APPROP 25	RSUNOV25		
APPROP 25			E 195-92-90-999		499,217.22	499,217.22
			OTHER / MISC			
<b>Vendor Total-</b>					<b>499,217.22</b>	
<b>00569 SECRETARY OF STATE</b>						
0236	11047	11	31170	10/10-10/17		
31170			G 1-250-00		10,553.39	0.00
			MTR VEHICLE			
<b>Invoice Total-</b>					<b>10,553.39</b>	
0236	11048	11	31170	10/17-10/24		
31170			G 1-250-00		3,459.50	0.00
			MTR VEHICLE			
<b>Invoice Total-</b>					<b>3,459.50</b>	
<b>Vendor Total-</b>					<b>14,012.89</b>	
<b>00185 STATE OF MAINE CHAPTER OF IAAO</b>						
0236	11068	11	CRITQUE AN APPRAISAL	GONSKA		
TRAINING			E 102-31-20-280		150.00	0.00
			BENEFITS / TRAINING			
<b>Vendor Total-</b>					<b>150.00</b>	
<b>00062 THOMAS HOLLAND</b>						
0236	11069	11	MILEAGE	9/6-10/12		
MILEAGE			E 125-72-90-910		85.09	0.00
			OTHER / MILEAGE/TRAV			
<b>Vendor Total-</b>					<b>85.09</b>	
<b>00277 TINKER TOM EXCAVATOR</b>						
0236	11070	11	DEER HILL & HUFF	48		
DEER HILL & HUFF			E 131-51-40-483		4,400.00	0.00
			REPAIRS & MA / RDS/REPAIRS			
<b>Vendor Total-</b>					<b>4,400.00</b>	
<b>00363 TREASURER STATE OF MAINE</b>						
0236	11071	11	2024 ME PROPERTY TAX ACAD	GONSKA		
2024 ME PROPERTY TAX ACAD			E 102-11-20-280		25.00	0.00
			BENEFITS / TRAINING			
<b>Vendor Total-</b>					<b>25.00</b>	
<b>00985 WARRENS OFFICE SUPPLIES</b>						
0236	11072	11	TOWLYM	207339-00		

**A / P Warrant**

Warrant 18

Jrnl	Check	Month	Invoice Description	Reference	Amount	Encumbrance
Description			Account	Proj		
TOWLYM			E 110-11-80-830		248.05	0.00
			ADVER, PRINT / FORMS			
			<b>Invoice Total-</b>		<b>248.05</b>	
0236	11072	11	TOWLYM	534019-00		
TOWLYM			E 110-11-60-610		51.90	0.00
			SUPPLIES / SUPPLIES			
			<b>Invoice Total-</b>		<b>51.90</b>	
0236	11072	11	TOWLYM	534018-00		
TOWLYM			E 110-11-60-610		51.90	0.00
			SUPPLIES / SUPPLIES			
			<b>Invoice Total-</b>		<b>51.90</b>	
			<b>Vendor Total-</b>		<b>351.85</b>	
			<b>Prepaid Total-</b>		<b>26,500.05</b>	
			<b>Current Total-</b>		<b>671,145.97</b>	
			<b>EFT Total-</b>		<b>0.00</b>	
			<b>Warrant Total-</b>		<b>697,646.02</b>	

TO THE MUNICIPAL TREASURER OF LYMAN, MAINE: THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

TOWM OF LYMAN, BOARD OF SELECTMEN

DAVID ALVES \_\_\_\_\_  
 VICTORIA GAVEL \_\_\_\_\_  
 JESSICA PICARD \_\_\_\_\_  
 AMBER SWETT \_\_\_\_\_  
 JOSEPH WAGNER \_\_\_\_\_