

**Town of Lyman**  
**Select Board Regular Meeting Agenda**  
**Monday December 2<sup>nd</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 (Via Zoom)

**Selectboard members absent:** none

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

a. *Open bids – Assessment Equalization Project*

No Bids received. RFP will be put out to bid again and bids will be opened on January 21<sup>st</sup>, 2025

**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 Input

b. *Mail*      • *York County Sheriff's Report*

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

a. *Franchise Agreement, Updates if any*

No new updates

b. *Bunganut ADA ramps, quote/ RFP*

Discussion, the project will need to go out to Bid. Bunganut Committee is working on drafting a scope of work for the RFP. Shoreland zoning requirements require Planning Board approval for permanent structures in the water. Bunganut Committee recommended the docks be temporary, however this presents and issue of establishing consistency of the Towns responsibility to manage putting in and removing the docks each season. Board agrees to have the Bunganut Committee work on developing a plan for the three ramps and getting permits/approvals before putting out to bid.

c. *Discussion, YMCA contract renewal; workshop held on 11/25*

Discussion among the board of doing a net zero contract. Splitting certain utilities will be difficult to parse out accordingly so it makes sense to have them collect fees at the booth in lieu of payment and charge them for the field use same as any other requesting the field. Also do a one-year term for the contract with the option to extend renewal for a 2<sup>nd</sup> year and 3<sup>rd</sup> year. Walk throughs should be done with a official of the Town at least once in the Spring and in the Fall as well as the Y doing routine maintenance checks and reporting. Communications should be within 48 hours. The Town Manager will draft a contract based on discussion with the board and send it to the YMCA to review. **Joseph Wagner** – States he is recusing himself due to being a member of the YMCA.

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

a. *Fire Chief – All Hands – Reviewed in Packet*

**Victoria Gavel** – States at the Fire Commission meetings they have been reviewing and discussing possible maintenance plans for specific vehicles with wear and rusting. This is outside of the replacement plan they have in place. She will offer updates as she received more information.

b. *Treasurer - Expense Report – Reviewed in Packet*

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- c. [Town Clerk - Excise Report](#) – Reviewed in Packet
- d. [Parks & Recs – November report](#)  
**Holly Hart** – New playground addition has been added to Chadborne Field. The committee is requesting an expendable funds account so they can collect donations for general Parks and Rec services. This will be added on the next agenda.

**ITEM #5**

**NEW BUSINESS**

- a. [Review/ Approve – Quote Bunganut Chapel Repairs](#)  
**David Alves** – States Eldredge Lumber has donated the roofing and lumber materials along with hardware and fasteners to repair the Chapel building. The quote is for labor of repair.  
**David Alves – Motions to accept the quote**  
**Victoria Gavel – Seconds the motion**  
Discussion the board agrees the funds will come out of the Bunganut Project Reserve Account  
**Motion passes: 5-0-0**
- b. [Review/ Approve Funky Bow - Special Amusement Application & On Premises Liquor License](#)  
**Amber Swett – Motions to approve the liquor license and special amusement application for Funky Bow.**  
**Joseph Wagner – Seconds the motion.**  
Discussion there have been no complaints or violations with this business.  
**Motion passes: 5-0-0**
- c. [Committee Applicant – Cemetery Committee](#)  
**Victoria Gavel – Motions to appoint Denis Clark on the Cemetery Committee and allow him to also work with his son on the committee.**  
**Amber Swett – Seconds the motion. Motion passes: 5-0-0**
- d. [Discussion, schedule Budget workshops](#)  
Budget workshops are scheduled for Thursday December 19<sup>th</sup> at 6:00pm and Monday December 30<sup>th</sup> at 6:00pm, both being at the Town Hall.
- e. [Discussion, newsletter](#)  
Discussion, Joe is not interested at this time, however will pass along information from trainings and other types of summits.

**ITEM #6**

**MINUTES**

- a. [Review / Approve meeting minutes 11/18/2024](#)  
**David Alves – Motions to approve**  
**Amber Swett – Seconds the motion**  
Discussion clarifying Item #5 (a) and (b) the amounts approved \$2,550 approved for forester to mark out 100-feet from shoreline at the park and \$4,650 for KCB landscaping to do the cleanup debris in the Pines and areas marked out by the Forester.  
**Motion passes: 5-0-0**

**ITEM #7**

**SIGN WARRANTS**

- a. [Payroll Warrant #22 in the amount of \\$27,068.23](#)  
**David Alves – Motions to approve, Amber Swett seconds, Motion passes: 5-0-0**
- b. [Accounts Payable Warrant #23 \(FY2025\) in the amount of \\$721,151.47](#)  
**Amber Swett – Motions to approve. Joseph Wagner seconds. Motion passes: 5-0-0**
- c. [Accounts Payable Warrant #24 \(FY2025\) in the amount of \\$2,673.57](#)  
**Amber Swett – Motions to approve. Joseph Wagner seconds. Motion passes: 5-0-0**

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**EXECUTIVE SESSION**

None

**ADJOURN**

**Amber Swett – Motions to adjourn. Joseph Wagner seconds. Motion passes: 5-0-0**



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Jessica Picard

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David Alves



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Amber Swett

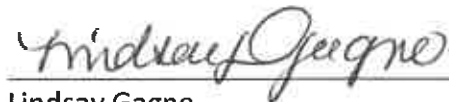


\_\_\_\_\_  
Joseph Wagner



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

I, Lindsay Gagne, Town Manager of the Town of Lyman, Maine, do hereby certify that the foregoing document consisting of 3 pages are the original minutes of the Select Board Meeting dated December 2<sup>nd</sup>, 2024



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Lindsay Gagne

