

**Town of Lyman**  
**Select Board Regular Meeting Minutes**  
**Monday June 16<sup>th</sup>, 2025 – 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:** Victoria Gavel, Amber Swett, David Alves, Joseph Wagner  
**Selectboard members absent:** Jessica Picard

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

- a. Select Board - Vote Chair, Vice Chair, Fire Commission member  
**Joseph Wagner – Motions to nominate Victoria Gavel as Chair**  
**David Alves – Seconds the motion. Motion passes: 4-0-0**  
**David Alves – Motions to nominate Amber Swett as Vice Chair**  
**Joseph Wagner – Seconds the motion. Motion passes: 4-0-0**  
**Joseph Wagner – Motions to nominate Victoria Gavel on the Dayton/Lyman Fire Commission**  
**Amber Swett – Seconds the motion. Motion passes: 4-0-0**

**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. The Board may not be able to respond to Q&A during public comment; If you wish to be placed on a future agenda, please contact the Town Manager.*  
*No public comment.*
- b. Mail    •York County Sheriff Report

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

- a. Franchise Agreement, Updates if any  
No new updates.
- b. Review/ Approve – Select Board Code of Conduct  
The Board discussed that the workshop date was changed from June 23rd to the third Monday of every June at 5:00 PM, in accordance with Charter provisions requiring the Board to elect a Chair and Vice Chair at its first regular meeting following the annual Town Meeting. Joseph Wagner suggested revising the fourth bullet on page one to reference “substantive discussion” rather than all discussions. The Board affirmed that no decisions or strategies may be made outside of public meetings.  
**David Alves – Motions to approve the Select Board Code of Conduct with the changes suggested.**  
**Joseph Wagner – Seconds the motion. Motion passes: 4-0-0**

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

- a. Treasurer – Expense Report – In agenda packet.
- b. Parks & Rec - June Monthly Report  
Discussion regarding the swing set at Bunganut. There is a lot of standing water in that area and the swing set may need to be removed at some point. Currently there is no place to move the swing set. The Board agreed to leave it for now. Amber Swett inquired if Parks & Rec will be using the MyRec program to place programs and registrations online for the public. This information has been provided to Parks and Rec and they will need to assist with creating all the content that will be placed on the facilities and programming webpage.

**Town of Lyman  
Select Board Regular Meeting Minutes  
Monday June 16<sup>th</sup>, 2025 – Lyman Town Hall**

**ITEM #5**

**NEW BUSINESS**

- a. Appoint Fire Chief as Director of Emergency Management Agent, Forest Fire Warden, Chiefdom, and **Director of Emergency Medical Service**  
**Victoria Gavel – Motions to appoint Dylan Martin as the Director of Emergency Management Agent, the Forest Fire Warden, the Chiefdom, and the Director of Medical Service.**  
**Joseph Wagner – Seconds the motion. Motion passes: 4-0-0**
- b. MLL – Discussion regarding Bunganut Concession Stand for use as a storage shed for MLL  
Greg Mitchell, President of MLL, explained that equipment has been stored in the concession stand over the years. David Alves noted that if the Town allows committees to use the stand for selling food at fundraising events, it is not appropriate to store equipment where food is prepared. Amber Swett added that the Town currently pays for storage units elsewhere, and allowing free storage in Town facilities is not fiscally responsible to taxpayers. The Board agreed that MLL may place a shed or storage pod in the back parking area, provided it is movable (e.g., on skidders), clearly marked as MLL property, and that the Town assumes no liability for the structure or its contents. Victoria Gavel recommended that a formal agreement be written.
- c. Review/Approve Real Estate Property Tax Abatement, RE Account 1083  
**Amber Swett – Motions to approve the abatement of the July 1, 2022 supplemental tax on Map 11 Lot 007 in the amount of \$2,11.53 due to error, in accordance with Title 36 Maine Revised Statutes, Section 841, Subsection 1.**  
**Joseph Wagner – Seconds the motion. Motion passes: 3-0-1 (Victoria Gavel, Amber Swett, Joseph Wagner in favor; David Alves abstains)**
- d. Select Board grant management for AARP Challenge Grant  
Joseph Wagner volunteers to lead this effort and will maintain all communications, updates, reporting, and soliciting quotes. Victoria Gavel can assist with moving items if needed and will gather some information on pricing from a vendor.
- e. Review/Approve Annual Treasurer's Disbursement Policy  
**Joseph Wagner – Motions to approve with two name corrections added.**  
**David Alves – Seconds the motion. Motion passes: 4-0-0**
- f. Review/ Approve Annual Order of Application of Payments to Unpaid Taxes  
**David Alves – Motions to approve.**  
**Joseph Wagner – Seconds the motion. Motion passes: 4-0-0**
- g. Review/ Approve – Parks & Rec Committee Member Resignation  
David Alves states he would like for the committee to find a way to accommodate member attendance at meetings. Holly Hart responded that in the process of deciding a new meeting date, certain times and days did not work for everyone and stated that she will resign from the committee if the meeting date needed to be changed again.  
**Victoria Gavel – Motions to accept Michelle Felicitti resignation from the Parks & Rec Committee**  
**Joseph Wagner seconds. Motion fails 2-1-1: (Victoria Gavel, Joseph Wagner in favor; Amber Swett abstains, David Alves opposed)**  
Item tabled to next meeting.
- h. Quit Claim deed - transfer of Rhodes Hall Property to the Cemetery Association of Goodwins Mills Association  
The transfer of the former Rhodes Hall property to the Association of Goodwins Mills Cemetery was voted and approved at the last November Election. The Board will sign the quit claim deed at tonight's meeting.
- i. ECO ME Rep Re-Appointment  
**David Alves – Motions to reappoint Amber Swett. Joseph Wagner seconds. Motion passes: 4-0-0**

**Town of Lyman**  
**Select Board Regular Meeting Minutes**  
**Monday June 16<sup>th</sup>, 2025 – Lyman Town Hall**

- j. Planning Board Committee Appointment – (1) Applicant  
**David Alves – Motions to reappoint William Single Sr. Joseph Wagner seconds.**  
**Motion passes: 4-0-0**
- k. IT Committee Appointment – (2) Applicants  
**Joseph Wagner – Motions to reappoint William Single Sr and Nigel Sampson**  
**David Alves – Seconds the motion. Motion passes: 4-0-0**
- l. Cemetery Committee Appointment – (5) Applicants  
**David Alves – Motions to appoint Natalie Ricker and reappoint Patricia Ricker, Daniel McNeil, Shelia McNeil and Katrina Randall.**  
**Joseph Wagner – Seconds the motion. Motion passes: 4-0-0**
- m. Ordinance Review Committee Appointment – (2) Applicants  
**Joseph Wagner – Motions to reappoint Eric Green and Steven Merola**  
**Amber Swett seconds the motion. Motion passes: 4-0-0**
- n. Parks & Rec Committee – (1) Applicant  
**Joseph Wagner – Motion to reappoint Tracie Tatro. Amber Sett seconds. Motions passes: 4-0-0**
- o. Zoning Board of Appeals – (1) Applicant  
**Joseph Wagner – Motions to reappoint Bruce Fearon. David Alves seconds. Motion passes: 4-0-0**

**ITEM #6**

**MINUTES**

- a. Review / Approve meeting minutes 06/19/2025  
**David Alves – Motions to approve. Amber Swett seconds.**  
**Motion passes: 3-0-1 (Victoria Gavel, Amber Swett, David Alves approved; Joseph Wagner abstains)**

**ITEM #7**

**SIGN WARRANTS**

- a. Payroll Warrant #54 in the amount of \$48,413.16  
**David Alves – Motions to approve. Joseph Wagner seconds. Motion passes: 4-0-0**
- b. Accounts Payable Warrant #55 (FY2025) in the amount of \$240,893.16  
**Joseph Wagner – Motions to approve. Amber Swett seconds. Motion passes: 4-0-0**  
**Discussion, item for Dayton/Lyman share for GMFR was duplicated. The check has been voided and correction made.**

**EXECUTIVE SESSION**

None

**ADJOURN**

**Amber Swett – Motions to adjourn. David Alves seconds. Motion passes: 4-0-0**

**Town of Lyman  
Select Board Regular Meeting Minutes  
Monday June 16<sup>th</sup>, 2025 – Lyman Town Hall**

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

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

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

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

\_\_\_\_\_  
Amber M. Swett  
Amber Swett

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 June 16<sup>th</sup>, 2025

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