

own of Lyman
Select Board Regular Meeting Minutes
Monday July 21st, 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, KerryJo Sampson
Selectboard members absent:

EXECUTIVE SESSION

1 M.R.S.A §405 (C) Acquisition of real property or economic development

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

Joseph Wagner – Seconds the motion. Motion passes: 5-0-0

KerryJo Sampson – Motions to come out of executive session.

David Alves – Seconds the motion. Motion passes: 5-0-0

David Alves – Motions to abate property taxes with interest and fees for the amount of \$5,823.28 for the parcel located on Town of Lyman tax map#04, Lot#033

KerryJo – Seconds the motion. Motion passes :5-0-0

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. 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.*

Michelle Felicitti – Emailed the Select Board with a suggestion to create a brief newsletter for sharing public announcements, noting that while announcements are made during meetings, YouTube analytics indicate limited and repetitive viewership, with an average watch time of about 9 minutes. Although she does not have the capacity to produce a quarterly newsletter herself, she shared a template for consideration. The Board agreed to add the recommendation to the next meeting agenda for further discussion.

- b. Mail •*York County Sheriff – Reviewed in packet*

ITEM #3 **UNFINISHED BUSINESS**

- a. *Franchise Agreement, Updates if any*
No new updates.
- b. *Discussion – Kennebunk Pond Beach Gate Damages/Repairs – Updates*
Police have identified the individual responsible for damaging the gate. The Town Manager is currently gathering necessary documentation to submit a claim to the Town’s insurance provider. The Town will pay a \$1,000 deductible and be reimbursed once damages are assessed. The Select Board discussed potential options for the gate: replacing it with the same model, switching to a manual style, leaving it as is, or removing it entirely. Regardless of the option chosen, the Town will be reimbursed. Victoria Gavel suggested considering a manual roller-style gate, with Board members rotating responsibility for opening and closing it. David Alves supported repairing and keeping the current gate, while also recommending the installation of additional cameras to

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Select Board Regular Meeting Minutes
Monday July 21st, 2025 – Lyman Town Hall**

improve surveillance. KerryJo proposed gathering data on criminal activity in the area—before and after the cameras were installed—to assess impact. Michelle Felicitti noted that the Comprehensive Plan Committee had previously included in a report to the Select Board some information regarding crime data in Lyman.

The discussion will be continued at the next meeting.

c. **Review/Approve Parks & Rec Committee Resignation**

Item tabled from June 16th, 2025 meeting.

**David Alves – Motions to accept Michelle Felicitti’s resignation from Parks & Rec Committee
Joseph Wagner – Seconds the motion.**

**Motion passes: 4-0-1 (Victoria Gavel, David Alves, KerryJo Sampson, Joseph Wagner approve;
Amber Swett abstains)**

ITEM #4

DEPARTMENT AND COMMITTEE REPORTS

a. **Fire Commission/ Fire Chief**

Victoria Gavel shares from the last fire commission meeting there was some discussion regarding traffic safety in the Goodwins Mills area with concerns related to speeding on Route 35. She has some ideas as possible remedies including adding flashing signs to encourage drivers to slow down.

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

c. **Comprehensive Plan Committee – Report submitted**

Michelle Felicitti – The CPC is working with the Southern Maine Planning & Development Commission (SMPDC), who will be available in December to assist with additional inventory chapters for the Comprehensive Growth Plan. The CPC also plans to address a new climate change inventory chapter, focusing on emergency preparedness and natural disaster response. Michelle noted the current limitations in long-term rental availability in Lyman, creating housing strain. LD1829 was recently passed, and a meeting with a State department has been scheduled to discuss it further. She also referenced data from the report showing Phase Three power lines, highlighting that most lines lie outside of Lyman with limited coverage within Town. The next CPC meeting is scheduled for September 9th at 6:00 p.m., and a joint meeting with SMPDC is set for December 4th at 6:00 p.m.

ITEM #5

NEW BUSINESS

a. **Re-Appointment – Deputy EMA Director**

David Alves – Motions to appoint Thomas Hatch

Joseph Wagner – Seconds the motion. Motion passes: 5-0-0

b. **Re-Appointment – Parks & Recreation Committee**

Joseph Wagner – Motions to appoint Holly Hart

David Alves – Seconds the motion. Motion passes: 5-0-0

c. **RFP – Town Hall Backup generator Upgrade Bids Due August 4th**

During last year’s budget cycle, concerns were raised that the current generator does not provide enough power to support the entire building during outages, including the HVAC systems for the building as well as the network/AV room, potentially leading to building or equipment damage. The Town received a \$3,000 risk management grant to assist with an upgraded generator. Additionally, the Town may sell the current generator and transfer switch to help offset costs, following the electrical inspector’s recommendation to sell rather than trade it in for better value. Funds were approved at the Annual Town Meeting for the capital reserve toward this project. As total costs are expected to exceed \$10,000, the project has been put out to bid. Sealed bids are due by August 4th and will be opened by the Select Board.

**Town of Lyman
Select Board Regular Meeting Minutes
Monday July 21st, 2025 – Lyman Town Hall**

ITEM #6

MINUTES

- a. Review / Approve meeting minutes 07/07/2025

David Alves – Motions to approve. KerryJo Sampson seconded. Motion passes:5-0-0

Discussion Item #7(e.) was amended to correctly note that Amber Swett abstained, not KerryJo Sampson.

ITEM #7

SIGN WARRANTS

- a. Payroll Warrant #5 in the amount of \$31,172.78

Joseph Wagner – Motions to approve. KerryJo Sampson seconds. Motion passes: 5-0-0

- b. Accounts Payable Warrant #59 (FY2025) in the amount of \$25,501.64

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

- c. Accounts Payable Warrant #4 (FY2026) in the amount of \$500,145.18

Joseph Wagner – Motions to approve. KerryJo Sampson seconds. Motion passes: 5-0-0

ADJOURN

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



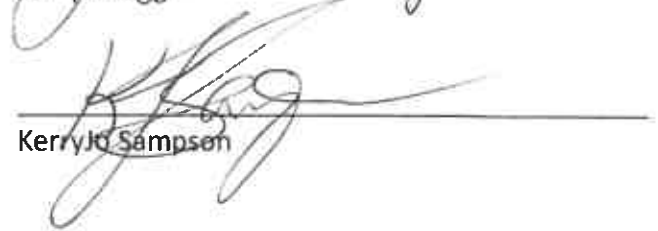
Victoria Gavel



Joseph Wagner



David Alves



KerryJo Sampson



Amber Swett

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 July 21st, 2025



Lindsay Gagne

