



**TOWN COUNCIL
WORKSHOP
MEETING MINUTES
OCTOBER 30, 2018**

Normand Albert, At Large 2018
Kasie Kolbe, District 1 2018
Allen Ward, District 2 2018
Christopher Brunelle, At Large 2019
Mark Lunt, District 1 2019
Kris Crawford, District 2, 2019
Fern Larochelle, At Large 2020

CALL TO ORDER. The Chairman, Allen Ward, called the meeting to order and led the pledge of allegiance to the flag at 7:00 PM.

ROLL CALL. Members present were Councilors Ward, Albert, Kolbe, Larochelle, Brunelle, Lunt, and Crawford. Also present were Diane Barnes, Town Manager; and approximately 10 citizens in the audience.

GOOD NEWS & RECOGNITION

Ray Schlotterbeck reported our Lisbon Cross-Country team placed 9th overall at states and that his son placed 6th overall.

PUBLIC HEARING

**A. CHAPTER 70 ZONING, DISTRICT IV DISTRICT REGS,
DISTRICT 13 DISTRICT USES, SECTION 70-530 LAND USES AMENDMENTS**

The Chairman opened the public hearing. There were no comments. The Chairman closed the public hearing.

B. REPEAL EMERGENCY MARIJUANA MORATORIUM

The Chairman opened the public hearing. There were no comments. The Chairman closed the public hearing.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2018-237) Councilor Larochelle, seconded by Councilor Lunt moved to approve the minutes of October 2, 2018 & October 16, 2018 and to set a Public Hearing on Nov 13, 2018 for the Slovak Catholic Association's Special Entertainment Permit. Order passed - Vote 7-0.

COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

**TO AMEND CHAPTER 70 ZONING,
DISTRICT IV REGULATIONS, DISTRICT 13 DISTRICT USES,
SECTION 70-530 LAND USES**

Second Reading

VOTE (2018-238) Councilor Larochelle, seconded by Councilor Crawford moved to adopt the Chapter 70 Zoning amendments as follows:

Sec. 70-530. Land uses.

All land use activities, as indicated [Sec. 70-531](#) Table of Land Uses, shall conform to all of the applicable performance standards. The district designation for a particular site shall be determined from the Zoning Map of Lisbon, Maine.

Note: Businesses dealing with Adult Use (Recreational) or with Medical Use of Marijuana are included in the Commercial/Business Uses category and are specifically titled “Medical Marijuana Businesses” and “Adult Use (Recreational) Marijuana Businesses.” No marijuana business shall be considered under any other section or sub-section of this Table of Land Uses.

(1) Key to Table of Land Uses:

P	Permitted by right if they comply with all applicable federal, state and town laws and regulations and the performance standards in article VI of this chapter. Uses may also require Subdivision and/or Site Plan Review approvals pursuant to other provisions of this Code.
C	Permitted upon authorization of a conditional use permit by the planning board in accordance with Article III of this Chapter. {May also require Site Plan Review and/or Subdivision approval}
No	Prohibited

(2) Abbreviations:

RP	Resource Protection
LR	Limited Residential
GR	General Residential
RO-I	Rural Open Space I
RO-II	Rural Open Space II
RR	Rural Residential
LRR	Limited Rural Residential
V	Village
C	Commercial
I	Industrial
DD	Diversified Development

Resource Based & Recreation Uses	RP	LR	GR	RO-I	RO-II	RR	LRR	V	C	I	DD ⁸
Conservation/recreation	P	P	P	P	P	P	P	P	P	P	P
Piers/Docks/Floats	P	C	P	C	P	C	C	C	C	C	C
Agriculture	P	P	P	P	P	P	P	P	P	P	P
Forest Management Activities	P	P	P	P	P	P	P	P	P	P	P
Timber Harvesting	P	P	P	P	P	P	P	P	P	P	P
Open Space Use	P	P	P	P	P	P	P	P	P	P	P
Boathouses	C	C	P	C	P	C	P	P	P	P	P
Public/Private Recreation Facilities	C	C	NO	C	P	C	C	P	C	NO	P
High Intensity Farming	NO	NO	NO	C	P	C	NO	NO	NO	NO	NO
Kennels & Animal Hospitals	NO	NO	NO	C	C	C	NO	NO	C	NO	NO
Accessory uses/structures	P	P/	P	P	P	P/	P	P	P	P	P
Residential Uses	RP	LR	GR	RO-I	RO-II	RR	LRR	V	C	I	DD⁸
Single-family Dwelling	C	P	P	P	P	P	P	P	NO	NO	P1 ^o
Mobile Home	NO	NO	NO	P	P	P	NO	NO	NO	NO	NO

Two Family Dwelling	NO	P	P	P	P	P	P	P	NO	NO	P1°
Multifamily Dwelling	NO	NO	PC ⁶	PC ⁶	NO	P/	NO	P	NO ¹	NO ¹¹	P1°
Mobile Home Parks	NO	NO	P ³	NO	NO	P ⁴	NO	NO	NO	NO	NO
Home Occupations	P	P	P	P	P	P	P	P	P	NO	P
Planned Unit Development/Cluster	NO	C	C	C	NO	C	C	P	NO	NO	P ⁹
Raising of nondomestic animals	PI	P ¹³	P ¹³								
Raising of Domestic Pets	P	P	P	P	P	P	P	P	P	P	P
Conversion of existing buildings which do not meet dimensional requirements or parking requirement to unit housing	NO	NO	C	NO	NO	NO	NO	C	NO	NO	NO
Dwelling Unit necessary to a business for owners or Employees or custodial purposes	NO	NO	NO	NO	NO	NO	NO	P	P	P	C
Accessory Uses & Structures	C	P/	P/C	P/C	P/C	P/	P/C	P	P	P	P
Public/Semi-Public Uses	RP	LR	GR	RO-I	RO-II	RR	LR R	V	C	I	DD 8
Utility/Public Works	C	C	C	C	NO	C	NO	P	P	P	P
Church/Place of Worship, Parish House, Rectory, Convent & Religious Institutions	NO	P	P	P	NO	P	P	P	NO	NO	P
Public, Private, Parochial Schools	NO	P	P	P	NO	P	P	P	NO	NO	C
Public Buildings	NO	P	P	P	NO	P	P	P	P	NO	P
Semipublic activities such as clubs not operated for private gain, fraternal org., charitable or education	NO	C	P	P	NO	P	C	P	NO	NO	C
Semipublic activities, clubs & institutions	NO	C	NO	NO	NO	P	NO	P	NO	NO	P
Parking Lot Public/Private	NO	NO	NO	NO	NO	NO	NO	P	P	P	C
Public Utilities	P	P	P	P	P	P	P	P	P	P	P

Public Garages and Storage Yards	NO	NO	NO	NO	NO	NO	NO	C	P	P	C
Public Facilities other than those permitted	NO	C	NO	NO	NO	NO	NO	P	P	NO	C
Public Utility Building	NO	NO	C	NO	NO	NO	NO	P	P	P	P
Accessory Uses & Structures	P	P	P	P	P	P	P	P	P	P	P
Commercial/Business Uses	RP	LR	GR²	RO-I	RO-II	RR	LR R	V	C	I	DD 8
Child day care in home/eight or fewer children	NO	C	C	C	C	C	NO	C	NO	NO	P
Children's Day Care Facility	NO	NO	C	C	NO	C	C	C	C	C	C
Nursery school	NO	P	C	P	NO	P	P	P	NO	NO	C
Offices/office buildings not exceeding 2,500 sq. ft.	NO	NO	P	NO	NO	NO	NO	P	P	P	P
Office Building greater than 2,500 sq. ft.	NO	NO	NO	NO	NO	NO	NO	P	P	P	P
Convalescent, rest, nursing, or boarding homes	NO	NO	C	C	NO	C	C	P	NO	NO	C
Business occupations by resident in detached buildings	NO	NO	C	NO	C	NO	NO	P	P	NO	NO
Small businesses, on individual lots/principal building not	NO	NO	C	NO	NO	NO	NO	P	P	NO	P
Campgrounds	NO	NO	NO	C	NO	C	NO	NO	NO	NO	NO
Hotel, motel, inn, tourist home	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Medical/dental office or facility	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Retail Store or outlet, such as grocery, drug, furniture	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Medical Marijuana Businesses (See footnote 14 for definitions)	RP	LR	GR²	RO-I	ROII	RR	LR R	V	C	I	DD 8
Marijuana: Retail Store											
• <u>Registered Caregiver</u> ← <u>Retail Store</u> →	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>C</u>	<u>C</u>	<u>NO</u>	<u>C</u>
• <u>Registered Dispensaries</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>
• <u>Marijuana Testing Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>

• <u>Manufacturing Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>C</u>	<u>C</u>	<u>C</u>
<u>Adult Use (Recreational) Marijuana Businesses (See footnote 15 for definitions)</u>	<u>RP</u>	<u>LR</u>	<u>GR2</u>	<u>RO-I</u>	<u>ROII</u>	<u>RR</u>	<u>LR</u>	<u>V</u>	<u>C</u>	<u>I</u>	<u>DD</u>
• <u>Marijuana Stores</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>
• <u>Cultivation Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>
• <u>Products Manufacturing Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>
• <u>Testing Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>
Service Establishment, such as barbershop, beauty parlor, cleaner	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Lawn & garden equipment sales/service	NO	NO	NO	C	C	NO	NO	P	P	NO	C
Snowmobile, motorcycle, recreational vehicle, ATV, boat	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Automobile sales, etc	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Auto service station, auto repair, gasoline service establishment	NO	NO	NO	NO	NO	NO	NO	P	P	NO	NO
Bakery or Food Shop	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Eating Place	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Recreational use such as bowling, theaters, dance hall	NO	NO	NO	NO	NO	NO	NO	P	P	NO	NO
Funeral home	NO	NO	NO	NO	NO	NO	NO	P	P	NO	NO
Auditoriums, gymnasiums, places of amusement or places of	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Self-storage facility	NO	NO	NO	NO	NO	NO	NO	P	P	P	C
Shop of painter, carpenter or other skilled worker	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Wholesale establishment	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Warehouses	NO	NO	NO	NO	C	NO	NO	NO	P	P	P

Laboratory or research facility	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Laundry/dry cleaning	NO	NO	NO	NO	NO	NO	NO	P	P	P	NO
Retail sales of lumber/building supplies	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Yards of electrical, heating, painting, or roofing contractor	NO	NO	NO	NO	NO	NO	NO	NO	P ⁷	P	NO
Retail business or service involving manufacturing on the premises and not employing more than 10 people, the products of which are principally at sale at retail on the premises.	NO	NO	NO	NO	NO	NO	NO	NO	P ⁷	P	NO
Light manufacturing	NO	NO	NO	NO	NO	NO	NO	C	C	P	P
Business Office related directly to an industrial use on Premises	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Retail sales of products manufactured on premises	NO	NO	NO	NO	C	NO	NO	P	P	P	NO
Accessory Uses & Structures	NO	NO	P/C	P/C	P/C	P/C	C	P	P	P	P
Industrial Uses	<u>RP</u>	<u>LR</u>	<u>GR</u>	<u>RO-I</u>	<u>RO-II</u>	<u>RR</u>	<u>LR</u>	<u>V</u>	<u>C</u>	<u>I</u>	<u>DD</u>
Junkyards	NO	NO	NO	C	NO	C	NO	NO	NO	C	NO
Transmission facilities-radio, television, power, telephone	NO	NO	NO	C	C	C	C	NO	C	P	NO
Sawmills	NO	NO	NO	C	C	C	NO	NO	NO	P	NO
Truck Terminal	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Bottling & beverages	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Manufacturing, processing, assembly of products or Goods.	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Above ground storage of propane or flammable petroleum fuel products stored in accordance with rules promulgated by the state fire marshal	NO	NO	NO	NO	NO	NO	NO	C	C	P	NO

Commercial & industrial uses and facilities not meeting criteria for permitted uses	NO	NO	NO	NO	NO	NO	NO	NO	C	C	NO
Temporary construction, excavation, fabrication or Processing	NO	NO	NO	C	C	C	NO	NO	C	P	NO
Accessory Uses & Structures	NO	NO	NO	P	P	C	C	P	P	P	P
Signs	P	P	P/C	P	P	P	P	P	P	P	C

Notes:

1. Up to four dwelling units.
2. Home occupations, limited to 25 percent of the total floor area and employing no more than two outside employees.
3. Mobile home parks approved during the period June 29, 1971, through March 10, 1975, under the previous ordinance.
4. Mobile home parks, limited to area within 1,000 feet of a general residential district and where public water and sewer is available or is accessible.
5. Multifamily dwelling up to two dwelling units.
6. Multifamily dwellings containing more than four units.
7. Provided that where open storage is habitually involved, a solid, view-obstructing fence shall be erected between such storage and any adjoining residential district.
8. The planning board may allow to be located in the diversified development district certain uses which are not specifically listed by conducting a public hearing and approving by affirmative vote by a majority of its members.
9. A plan unit development or cluster development must contain a minimum of 15 dwelling units.
10. Must be in a planned unit development or cluster development.
11. Multifamily dwellings are permitted as an element of the revitalization of commercial and/or industrial structures.
12. Small businesses, on individual lots/principal building not exceeding 2,500 sq. ft. are a conditional use in the general residential district.
13. Minimum lot size must be 40,000 sf. to raise nondomestic animals.

14. Medical Marijuana Businesses

- Registered caregivers retail stores – authorized to cultivate medical marijuana for qualifying patients, and operating a retail store to sell medical marijuana to qualifying patients.
- Registered dispensaries – authorized to cultivate and dispense medical marijuana to qualifying patients and caregivers.
- Marijuana testing Facilities – authorized to test medical marijuana for contamination, and potency and cannabinoid profile.
- Manufacturing facilities – authorized to manufacture marijuana products and marijuana concentrate for medical use.

15. Adult Use (Recreational) Marijuana Businesses

- Marijuana stores – authorized to sell marijuana, marijuana products, immature marijuana plants and seedlings directly to consumers.
- Cultivation facilities – authorized to grow, prepare and package marijuana for sale to other marijuana businesses.

- Products manufacturing facilities – authorized to blend, infuse or extract components of the marijuana plant to make marijuana products such as ointments, tinctures or edibles, for sale to marijuana stores or other marijuana products manufacturing facilities.
- Testing facilities – authorized to conduct research, analysis and testing of marijuana and marijuana products for contamination, potency and safety.

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, and Kolbe. Nays - None. Abstained - Brunelle. Order passed - Vote 6-0-1.

REPEAL EMERGENCY MARIJUANA
MORATORIUM AS PRESENTED
Second Reading

VOTE (2018-239) Councilor Larochelle, seconded by Councilor Crawford moved to adopt the following:

AMENDMENT TO LISBON CODE OF ORDINANCES

Repeal of Emergency Moratorium Ordinance on Medical Marijuana Registered Caregiver Retail Stores, Registered Dispensaries, Marijuana Testing Facilities and Manufacturing Facilities (Adopted at Council Meeting of 9-4-2018, Council Vote 2018-180)

The Town Council hereby amends the Lisbon Code of Ordinances by repealing the Emergency Moratorium Ordinance on Medical Marijuana Registered Caregiver Retail Stores, Registered Dispensaries, Marijuana Testing Facilities and Manufacturing Facilities, which was adopted in Council Vote 2018-180 at the September 4, 2018 Council Meeting, effective November 20, 2018. It is the intent of the Council that this repeal amendment shall become effective at the same time as the amendment to the Land Use Chart, Lisbon Code of Ordinances Section 70-531, that addresses permitted locations for medical marijuana businesses, which in accordance with Section 2.08 of the Town Charter shall be effective 21 days after the Council’s second reading on October 30, 2018.

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, and Kolbe. Nays - None. Abstained - Brunelle. Order passed - Vote 6-0-1.

PAVING BID CHANGE ORDER

INTRODUCTION: Mr. Martin said he scaled the contract back and that they have been making good progress. He said they can do two more streets and that he would like add Whitney and Madeline Streets to the paving Contract. These are two streets that St. Laurent was allowed to do under the Sewer contract this fall and he recommended the town pave them this fall. He indicated they were up against weather constraints, but want to be ready to move forward if weather permits.

Original 2018/2019 Paving Bid Amount:	\$588,691.62
Contractor: All States Paving	
Negotiated Contract Amount (Park Street, Pinewoods Road, Warren Circle and Amalfi St.)	\$130,000.00
Change Order #1 (Whitney and Madelyn Streets)	\$57,000.00
Total Contract to Date	\$187,000.00

VOTE (2018-240) Councilor Larochelle, seconded by Councilor Brunelle moved to approve the change order to add Whitney and Madeline Streets to the paving contract to have St. Laurent pave these this fall. **Order passed - Vote 7-0.**

FINANCE DEPARTMENT TEMPORARY STAFFING

INTRODUCTION: Mrs. Colston reported the financials (accounts payable) portion of MUNIS went live on October 1. She said in the 3 weeks since this time she had been kept extremely busy troubleshooting and monitoring the new system, as well as continuing to work on the other modules that still need to go live. This has resulted in very little time available for the day to day finance director duties. She said this would be the case until all modules are implemented and fully operational. She requested Council approve hiring someone to handle the bookkeeping and other daily requirements of her job so she could fully focus on the implementation of the new system. She reported the additional person would expedite the transition and help insure the integrity of the data. She estimated the position would last approximately 1 year.

Mrs. Colston reached out to a couple of temporary staffing firms to determine availability and cost for a temporary staff person. She presented two quotes from firms that responded, Kelly Services and Complete Labor and Staffing. Based on these quotes, She recommended Kelly services for a 40 hour a week position for 1 year for \$41,600; benefits for this position are paid for by the staffing company. She recommend funding this position from the \$75,000 previously set aside for MUNIS.

VOTE (2018-241A) Councilor Crawford, seconded by Councilor Larochelle moved to authorize the Town Manager permission to enter into a contract with Kelly Services for Finance Department temporary personnel for 1 year at \$41,600 and designate funds previously set aside for Munis to this position. **Order passed - Vote 7-0.**

OTHER BUSINESS

The Town Clerk asked the Council to add an item to the agenda. Seeing no objections, the Town Clerk asked the Council to set a Public Hearing on Nov 13, 2018 for the Slovak Catholic Association's Special Entertainment Permit.

VOTE (2018-241B) Councilor Larochelle, seconded by Councilor Albert moved to set a public hearing on November 13, 2018 for the Slovak Catholic Association's Special Entertainment Permit. **Order passed - Vote 7-0.**

APPOINTMENTS – NONE COUNCILOR COMMUNICATIONS - NONE AUDIENCE PARTICIPATION FOR NEW ITEMS

Mr. Fellows said the Planning Board reviewed and the Council approved the Land Use Ordinance amendments. The Council lifted the moratorium effective November 20. He inquired about a plan for an ordinance soon addressing that application process. Councilor Ward pointed out that ordinance is not ready yet and that it should be ready to be introduced at their November 13 meeting. The Council discussed the application process and possible application fee.

EXECUTIVE SESSION - NONE ADJOURNMENT

VOTE (2018-242) Councilor Brunelle, seconded by Councilor Albert moved to adjourn at 7:25 PM. **Order passed - Vote 7-0.**