



**TOWN COUNCIL
MEETING MINUTES
APRIL 17, 2007**

Charles Smith – At Large
Layne Curtis – At Large
Michael Bowie – At Large
Gina Mason – District 1
Janet Henry – District 1
Dale Crafts – District 2
Norma Wells – District 2

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CALL TO ORDER & PLEDGE TO THE FLAG. The Chairman, Layne Curtis, called the meeting to order and led the pledge of allegiance to the flag at 7:00 PM.

ROLL CALL. Members present were Councilors Smith, Curtis, Bowie, Mason, Henry, Crafts, and Wells. Councilor was excused. Also present were Curtis Lunt, Town Manager; Michael Therriault, Town Attorney; Rodney Moody, Finance Director; Ryan Leighton, Town Engineer; David Brooks, Chief of Police; Verla Brooks, Park Ranger; and approximately ten citizens in the audience.

PUBLIC HEARINGS

NEW VICTUALER LICENSE
PAUL SPENCER d/b/a RITA'S HOTDOGS

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

CONSENT AGENDA

VOTE (2007-044) Councilor Bowie, seconded by Councilor Smith, moved to adopt the following consent items: (A) Minutes of 4/3/2007 & 4/10/2007, and (B) Victualer License – Paul Spencer d/b/a Rita's Hotdogs. **Order passed - Vote 7-0.**

COUNCIL ORDERS, ORDINANCES & RESOLUTIONS

ETHICS & CONFLICTS OF INTEREST ORDINANCE
FIRST READING

The Council agreed by general consent to allow the Town Attorney to revise some of the terms in the ordinance for efficiency purposes.

OTHER BUSINESS

PUBLIC WORKS GARAGE OPTIONS

Item taken out of order. Dan Moreno, Architect, explained the needs assessment for the current Public Works building. Accessibility (ADA, MHRA – Maine Human Rights Act, and OSHA), indoor air quality, building and life safety code, energy efficiency and sustainability options, work place operational inefficiencies, and space/height deficiencies were listed in order as the top priorities. Councilor Bowie suggested approaching the list in phases, staggering the improvements so that eventually they could all be met.

FINANCIAL REPORTS

Item taken out of order. Mr. Moody did a review of the A-133 Auditing Standard Report, which included a suggestion for a draw-down schedule to reduce the potential for having excess funds on hand. The School Department completed a corrective action plan which was filed with the State. He also explained the commitment draft, and said that the school will be receiving more funds from the State. The projected State Revenue Sharing amount has dropped based on State website information. Mr. Moody reported an excess of over \$24,000 less to be raised by taxation compared to the 2006-07 commitment letter, though Mr. Lunt explained that it would not be sufficient to produce a decrease in taxes. Mr. Moody estimated that the excise tax for the current fiscal year will be down 9% from the projections.

The Council requested that future financial reports be presented in end of month format.

Councilor Curtis left at 7:40 PM and returned at 7:42 PM.

Councilor Wells asked why the Economic Development department is projected to expend the entire budget; Mr. Moody said that some may be expended due to accrued sick and vacation time, and longevity. Mr. Lunt said that he would discuss the matter with the auditor.

The Council requested that a write up of items of concern be presented with the financial reports. Councilor Bowie asked why the School Department encumbers only actual wages and not benefits; Councilor Henry explained that changes in position and additions to the staff's families caused fluctuations in the benefits, making them too unpredictable.

TRAILS COMMISSION

Item taken out of order. The Chairman of the Lisbon Trails Commission explained their duties, accomplishments, and goals. The Council suggested a trail to pursue that extends current trails.

CONSERVATION COMMISSION

The Chairman of the Conservation Commission explained their duties, accomplishments, and goals. He also invited the community to attend the fishing derby scheduled for May 6th. Councilor Bowie asked that a copy of the revised Administrative Code be provided to the Conservation Commission.

TOWN MANAGER'S REPORT

Since the last regular Town Council meeting, Mr. Lunt has attended a meeting of the School Committee to discuss the Ethics & Conflicts of Interest Ordinance. Along with Daniel Feeney, he delivered several petitions to Reny's in order to convince them to open a store in Lisbon. Mr. Lunt received the Campus Avenue building from the School Committee, insured the building for \$275,000, and will develop marketing and reuse plans soon. Mr. Lunt has monitored and collaborated with department heads in an effort to redevelop code changes, including a Sewer Code update, as well as having reviewed the budget with them. Mr. Lunt reviewed software upgrades with Northern Data Systems, and noted that the utilities have been successfully implemented. An upcoming upgrade of our general ledger to Windows will be a major management asset.

AUDIENCE PARTICIPATION

None

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APPOINTMENTS

None

COUNCILOR COMMUNICATIONS

VOTE (2007-045) Councilor Wells nominated Councilor Mason to serve on the Governor's Advisory Committee. Councilor Henry nominated Councilor Crafts. Votes for Mason: 4. Votes for Crafts: 1. Abstentions: Crafts, Mason. **Councilor Mason was elected to represent the Town of Lisbon on the Governor's Advisory Committee.**

Councilor Bowie suggested budgeting funds to offset the cost of Water Department installation for the nine cemeteries in town, and that they could use money from the Town's contingency fund in the meantime.

Councilor Bowie suggested that the Council support upcoming legislation to place all county jails under state care, which would save municipalities in county taxes, and disperse the tax burden more evenly among the taxpayers. He also asked for the status of ordinances yet to be revised; Mr. Lunt stated that they are in progress. Councilor Wells suggested reviewing the ordinance revision schedule at the next meeting to discuss priorities and possible workshops to work on them. Mr. Lunt said that issues on Pohle Road have not been assessed due to poor weather.

EXECUTIVE SESSION

VOTE (2007-046) Councilor Wells, seconded by Councilor Smith, moved to enter executive session at 8:55 PM to discuss a personnel issue per MRSA chapter 13, section 405(6)a. **Order passed - Vote 7-0.** The recording secretary was dismissed. The Council returned at 9:35 PM.

ADJOURNMENT

VOTE (2007-047) Councilor Wells, seconded by Councilor Bowie, moved to adjourn at 9:35 PM. **Order passed - Vote 7-0.**

Respectfully Submitted,

Juliet C. LeBlond
Assistant Town Clerk

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