



**TOWN COUNCIL
MEETING MINUTES
DECEMBER 5, 2006**

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

INAUGURATION OF ELECTED OFFICIALS

The Town Clerk called the Inauguration of Elected Officials to order at 7:00 PM. The Town Clerk administered the oath of office to the following newly elected officials:

Councilors

Michael Bowie, At Large; Janet Henry, District 1; and Norma Wells, District 2

Budget Advisory Board Members

Lori Pomelow, At Large; Roger Cote, District 1; and Walter Morse, District 2

School Committee Members

Deborah Danuski, Janice Comber for 3 year terms, and Traci Austin for a 1 year term

Water Commissioner

Stanley Doughty, Jr. for a 3 year term.

ELECTION OF CHAIRMAN

Councilor Henry nominated Councilor Curtis for Council Chairman. Councilor Smith nominated Councilor Bowie for Council Chairman. Seeing no further nominations, the vote by paper ballot was three (3) votes for Councilor Bowie and four (4) votes for Councilor Curtis. Councilor Curtis was duly elected Chairman for the ensuing year.

ELECTION OF VICE-CHAIRMAN

Councilor Curtis nominated Councilor Wells for Council Vice-Chairman. Councilor Henry nominated Councilor Bowie for Council Vice-Chairman. Seeing no further nominations, the vote by paper ballot was three (3) votes for Councilor Bowie and four (4) votes for Councilor Wells. Councilor Wells was duly elected Vice-Chairman for the ensuing year.

PASSING OF THE GAVEL

Former Council Chairman, Councilor Bowie, presented the gavel to the newly elected Council Chairman, Councilor Curtis.

The Town Clerk thanked those present for attending the Inauguration of Election Officials, and announced that the regular Council Meeting would begin shortly following a brief break. The Inauguration ended at 7:05 PM.

DRAFT

CALL TO ORDER & PLEDGE TO THE FLAG. The Chairman, Councilor Curtis called the meeting to order and led the pledge of allegiance to the flag at 7:10 PM.

ROLL CALL. Members present were Councilors Smith, Curtis, Bowie, Mason, Henry, Crafts, and Wells. Also present were Curtis Lunt, Town Manager; Betty Griebel, Tax Collector; Elwood Beal, Public Works Director; Sean Galipeau, Fire Chief; William Bauer, Water Commissioner; Kathy Tyson, Accountant for Runyon Kersteen & Oullette; and approximately 30 citizens in the audience.

PUBLIC HEARINGS

AUTOMOBILE GRAVEYARD PERMITS RENEWALS -
CAMPBELL'S USED AUTO PARTS & HUSTON'S AUTO SALVAGE

The Chairman opened the public hearing. Martin, Mark, and David Campbell were present. There were no comments. The Chairman closed the public hearing.

TIME WARNER CATV RATE INCREASES FOR
BASIC PROGRAMMING AND EQUIPMENT & INSTALLATION FEES

The Chairman opened the public hearing. David Hale asked what the new basic cable TV rate will be now. Councilor Bowie said that the new rate would be \$10.78. There were no other comments. The Chairman closed the public hearing.

CONSENT AGENDA

ORDER (2006-86) Councilor Smith, seconded by Councilor Wells moved to adopt the following consent items: (A) Auto Graveyard Permits for Campbell's Used Auto Parts and Huston's Auto Salvage (B) Written Communications - Minutes of November 21, 2006. Order passed - Vote 7-0.

COUNCIL ORDERS, ORDINANCES & RESOLUTIONS

TIME WARNER CATV RATE INCREASE

ORDER (2006-87) The Council Chairman announced the Time Warner CATV representative was not present. Item dismissed.

WAIVERS TO AUTOMATIC TAX FORECLOSURES 2005

ORDER (2006-88[A]) Councilor Smith, seconded by Councilor Curtis moved to authorize filing a waiver on the following mobile homes for Tax & Map Lot#s:

- | | |
|------------|------------|
| U19-137-5 | U24-3-5 |
| U19-137-12 | U19-45-44 |
| U19-137-9 | R04-15a-16 |
| U19-137-1 | U27-5-55 |
| U24-3-1 | U22-11-22 |

And to authorize the Tax Collector to continue to collect on real estate taxes for the 2004-2005 tax year, once the foreclosure date of December 15 passed. Order passed - Vote 7-0.

ORDER (2006-88[B]) Councilor Smith, seconded by Councilor Mason moved to authorize the Tax Collector to enter into an agreement with the owner of Tax & Map Lot U19-137-9 to accept bi-weekly payments until paid in full starting on January 7, 2007. Order passed - Vote 7-0.

2007-2009 SIDEWALK PLOWING & SANDING CONTRACT

ORDER (2006-89) Councilor Wells, seconded by Councilor Smith moved to approve the Sidewalk Plowing and Sanding Contract with Granville Morgan for 2007 - 2009. Order passed - Vote 7-0.

OTHER BUSINESS

A. WATER COMMISSION - GROUNDWATER PROTECTION

Mr. Bauer from the Water Department said that the Water Department was seeking the services of Androscoggin Valley Council of Governments (AVCOG) to help conduct an assessment and evaluation of our current protective strategies, develop recommendations for updating and strengthening the existing policy(s), and to identify actions and activities required and recommended to further protect groundwater sources in Lisbon. These findings, conclusions and recommendations will be summarized in a report, reviewed by Wright & Pierce, and then melded into the Town's Comprehensive Plan. He extended an invitation to one Councilor to join this study committee.

B. ANNUAL AUDIT REPORT 2005-2006

Ms. Tyson from Runyon, Kersteen, & Ouellette gave a brief overview of Lisbon's financial position, and recommended Lisbon set up an Audit Committee by May, tasked with hiring the yearly auditor, to negotiate the yearly audit fee, to be sure Lisbon receives the service they expect, to meet and discuss the draft audit, to have some input into our final document, and to review one area of the audit yearly as an oversight process. She recommended the first item in the oversight process might be the segregation of duties, for instance.

Ms. Tyson said cash and investments had decreased since 2005. This was primarily due to operating results for the year. Outstanding taxes had increased slightly due to a decrease in the collection rate. Accounts payable fluctuated primarily because of timing differences of payment at year end. Accrued wages and expenses (\$585,420) represented payroll earned prior to June but paid in July or August. A portion of Teacher's pay, which is not accrued, amounted to an additional \$299,955 at fiscal year end on June 30th. The \$217,400 in deferred tax revenue represented taxes still unpaid 60 days after the end of the year. These amounts were not recognized as revenues in the current year.

Ms. Tyson said revenue categories were favorable. Expenditures were under budget in all major Town categories except for abatements (\$24,006), which were unbudgeted. Education was slightly over due to special education costs that were reimbursed by the State through the State agency client program. Lisbon's property tax collection rate continues to remain strong at 97%. She said undesignated fund balances varied widely across the state. The majority of Lisbon's revenues come from 43% in property taxes and 40% in education subsidies. On the expenditure side, 61% was spent on education and 40% on municipal services.

Ms. Tyson said it had been a difficult audit this year to perform due to the software upgrade and thanked Mr. Moody for his outstanding accomplishment correcting the many errors that made her job much easier. She said Mr. Moody had recorded more than 40 journal entries. Although this number would normally be alarming, in this case, was completely understandable due to the software upgrades. Ms. Tyson said she wanted to publicly thank Mr. Moody, Lisbon's Finance Director, for doing such an outstanding job this year.

C. FIRE RESCUE TRUCK

Chief Galipeau said Lisbon purchased the 1977 International Fleetstar "Rescue 10" in 2001 for \$35,000. He had Ferns, Northeast, and Morse Mechanics look at it. The 12 kw Onan diesel generator is out of service and the 26ft light tower can not be fixed. Northeast suggested serious consideration should be given to replacement as opposed to refurbishing this 1977 vehicle.

Deputy Fire Chief Robitaille said specifications were compiled; quotes went out to seven vendors, and twelve bids were received. He said their committee reviewed the twelve units and recommended the HME Demo Fire Rescue Truck for \$255,000. This unit met the required specifications that the committee established. This unit is immediately available and can be delivered in less than 30 days, time being a critical consideration for saving money. The average price of this vehicle is \$297,000. If purchased in 2007, this vehicle would cost more: \$7,000 for new emissions requirements and \$21,000 for the 7% yearly increase in apparatus costs. Deputy Fire Chief Robitaille said Lisbon could save \$70,000 if this unit was purchased in 2006.

Chief Galipeau said the Fire Truck Replacement Account currently had \$222,745, and in 2007 another \$75,000 would be requested. Mr. Lunt suggested the balance be accomplished through a supplemental appropriation, but that a meeting with the Budget Advisory Board was required. Glen Davis from Lake Region Fire Apparatus was present and said he would hold this truck for Lisbon for a \$10,000 non-refundable down payment.

ORDER (2006-90) Councilor Bowie, seconded by Councilor Henry moved to authorize the Town Manager use the \$222,745 in the Fire Department Reserve Account together with interest and a supplemental appropriation for the remaining value totaling \$255,000 to purchase the HME Demo Fire Rescue Truck, to put a \$10,000 non-refundable down payment on this vehicle, and to set up a meeting with the Budget Advisory Board. Order passed - Vote 6-0-1 (Opposed: Curtis)

D. SCHOOL COMMITTEE OFFER OF 4 CAMPUS AVENUE

The Superintendent's Central Office finished moving and now the old Central Office building at 4 Campus Avenue is being offered to the Town. The Council agreed to take a tour on Saturday at 9AM prior to deliberating this offer.

E. TOWN MANAGER'S REPORT

Mr. Lunt said Public Works purchased a fairly new plow for the cat loader from the State Surplus Property Bureau for next to nothing, and finished the catch basin paving at the Lisbon Village Fire Station. He received a \$10,630 reimbursement check from MDOT for finishing up the Lisbon Falls Park and Ride lot. Mr. Lunt signed a one-year contract with Metro Media Energy Inc. for natural gas for the Municipal Building and the Town Garage/Transfer Station, which is now half the cost it was a year ago.

AUDIENCE PARTICIPATION

Roger Cote of 189 Ridge Road said since the Tax Payer Bill of Rights (TABOR) question passed in Lisbon (but not statewide), he felt Lisbon residents would not be happy with the Councils' decision tonight to purchase a \$255,000 rescue fire truck, that voters would be looking for a break on their taxes. Councilor Bowie said the Fire Truck Replacement Account had been in existence for several years, that each year residents have been voting to set aside \$75,000 for this purpose, that these funds can not be used for anything else, and that this purchase would not raise the tax rate. Councilor Henry said she received several calls last weekend about the Route 9 collision, and that this was a critical piece of equipment for Lisbon to purchase. Councilor Mason said that this money had been spent wisely, that there had been two accidents on Route 9 recently, which was why she voted the way she did. Councilor Crafts said he would have voted differently if a plan had not already been in place for this purpose.

DRAFT

APPOINTMENTS - None

ORAL COMMUNICATIONS

Councilor Bowie requested Mr. Lunt check into AVCOG & County Association dues, the Booker Street parking matter, chapter revisions to ordinances, and revisiting the Council Meeting Rules for yearly updating.

EXECUTIVE SESSION -None

ADJOURNMENT

ORDER (2006-91) Councilor Wells, seconded by Councilor Smith moved to adjourn at 9:16 PM. Order passed – Vote 7-0.

Respectfully Submitted,

Twila D. Lycette, CMC/CCM
Lisbon Town Clerk

These minutes are not verbatim. Cassette tapes are filed in the Town Clerk's Office.