



**TOWN COUNCIL
MEETING MINUTES
OCTOBER 18, 2011**

Mark Lunt, Chair District 1 2012
Lori Pomelow, Vice Chair At Large 2012
Roger Cote, At Large 2011
Michael Bowie, District 2 2012
Roger Bickford, District 2 2013
Fern Larochelle, Jr., At Large 2013
Gina Mason, District 1 2013

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

ROLL CALL. Members present were Councilors Mason, Larochelle, Cote, and Lunt. Councilors Bowie, Pomelow and Bickford were excused. Also present were Stephen Eldridge, Town Manager; Sean Galipeau, Fire Chief; Jessica Maloy, Finance Director; Scott Benson, Economic and Community Development Director; and approximately 15 citizens in the audience.

PUBLIC HEARING

SUMTHIN FISHY - VICTUALER'S LICENSE

The Chairman opened the public hearing. Less Buzzell said he was the principal owner of Sumthin Fishy. This new businesses just opened. Mr. Buzzell introduced himself and invited everyone to visit them. He hoped his new business would add to the community.

AUDIENCE PARTICIPATION

ASSESSING INFORMATION ON TOWN WEBSITE

Larry Fillmore said Mr. Van Tuinen took off the website the assessment database and we have asked to have that back on. Under his contract he is required to post his work on the Trio database so why can't we have it back on. Mr. Eldridge said that he is posting new data as he collects data into the Trio system, but we are still two to three years away from having a complete and accurate database to post.

FISHER ROAD BRIDGE

Mr. Fillmore said approval was given to bond the repairs to the Fisher Road Bridge and road. This includes a carryover because they didn't have sufficient funds to do both the bridge and road so the Town approved the rest of the funding in June 2011. He said Friday he checked out this bridge. Mr. Fillmore indicated the bridge was in deplorable condition and should have been made a priority and one of the first projects done this summer. He said, when I asked for the RFP on the Fisher Road Bridge work, I was told the project will be bid in the Spring. He said there are no signs warning individuals about the condition of the bridge.

Councilor Lunt said he inspected the bridge as well at the time we asked for funding for it and found that the underside of it is structurally sound, although the top of it looks terrible. He said it will hold up a couple of more years at the least.

Mr. Eldridge said the reason we didn't go out to bid this year was because the Maine Department of Transportation asked the Town not to do that this year because there wasn't enough time so we were asked to put this on hold by the Maine Department of Transportation. MDOT inspected all of

our bridges several years ago and this one was considered to be of highest priority, but MDOT did not say it was unsafe.

Councilor Lunt said there are stone blocks underneath and it looks much more solid than it does on the roadway.

WORKSHOP HANDOUTS FOR THE PUBLIC

Mr. Fillmore said according to Chairman Lunt the Council did not want to provide citizens attending workshops with handouts of the information going to be discussed and they did not want the handouts posted to the website. Why is this, he asked.

Dorothy Fitzgerald said the agenda is posted on the website, but I looked on Friday and Monday and again today and did not see any handouts for this meeting. She said I did notice that there was not a lot on this agenda.

Mr. Eldridge said there were no handouts on most of these items because these are just discussions. The Finance Director's report may not have been finished in time to put up there. Mr. Benson is doing a website demonstration tonight so there is no material on that.

STREET LIGHTS

Mrs. Fitzgerald said she heard some comments on the street lights that were removed from Main Street going up from School Street. It's very dark, people hesitate to walk there, they don't feel safe, and there is some vandalism. There are some areas that really should have street lights where kids and adults walk at night. She asked is there any way we could have one or two street lights put back on that section of Main Street.

Mr. Eldridge said once we have CMP remove all the street lights that we had asked to be done; we can review these types of requests. The Police Chief and Town Engineer will revisit those areas and evaluate the need, but we have only had three requests to date to have lights put back up. At this point we are waiting for this all to get done.

Mrs. Fitzgerald suggested someone go door to door to ask residents what their opinion is instead of waiting for residents to call because some residents find it hard to call Town Hall.

MAKING LISBON'S GATEWAY ATTRACTIVE

Mrs. Fitzgerald said she called Michael Cote a few weeks ago, because there are two garages in really poor condition on the way to Lewiston. She suggested that Mr. Benson visit them to see if there was something we could do for them. She mentioned he could see if there was some way we could help them improve the looks of their buildings and site that may help to improve business. Right after that and just before Glamour pools on the right there are two buildings set back in deplorable condition and the roof is gone on one of them. I asked Mike Cote about that as well. The two properties on Village Street were condemned. She said Mike Cote told her there was no ordinance on keeping your properties in good condition. Mrs. Fitzgerald said we should ask them to tear them down or do something; this is the gateway.

Mr. Eldridge said if there is a dangerous building, we can ask them to tear it down. If the buildings are structurally sound, we have no ordinances in place to request them to tear it down. Mrs. Fitzgerald said they are in worse condition than the two you took. Mr. Eldridge said I can't address that issue because I have not been inside them. I know, Dot, it would be nice if we could get people to clean up their properties.

Mrs. Fitzgerald said it would be nice if something could be done. Let the Fire Department burn them down or something. You know who the owner is and you could ask. Councilor Mason said I

wouldn't do that. You just don't go in and burn somebody's building down, Dot. Councilor Lunt said we all agree that the "Gateway" needs some work. Councilor Cote said we need to be careful because if we start putting ordinances on the books for people to keep up their properties in this economic time it's not a very good time to be demanding people put money into their properties, so beware of what you wish for because what you wish for may not be what you really want.

CONSENT AGENDA

VOTE (2011-190) Councilor Larochelle, seconded by Councilor Mason moved to approve a Victualer's License for Sumthin Fishy and the Minutes of September 27 and October 4. **Order passed - Vote 4-0.**

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES - NONE

OTHER BUSINESS

A. FINANCE DIRECTOR'S REPORT

Mrs. Maloy said looking at Revenues, under the Tax Commitment account there will be a journal entry done to assign the portion of the commitment that relates to the School Department to the school. That amount is the \$5,275,788 listed under the uncollected balance and should be moved by the end of October. Excise tax is just over 26% collected and this is right in line with where we were last year at this time. State Revenue Sharing is just over 20% collected with an additional \$27K that came in at the end of September for a total collection of 24%. The Transfer Station has taken in the majority of the revenue that they will receive from Permits at \$22K, this is slightly under what was budgeted by \$6K, though we will see that come down a little as the year progresses. The Recreation Department continues to be on track at 38% collected, as does the Library at 52% & Beaver Park at 53%.

Mrs. Maloy said last month there were some questions as to the percentage on a few expenditures that were over what we would expect to see for this early in the Fiscal Year. To summarize my response, she said, it primarily has to do with contract terms and when the payments are made. Most annual contracts have been paid out and therefore have inflated the percent expended for this point in the year. So while we will still see some increases in those lines for future expenses, the majority of the costs have been incurred. For example, under Town Manager, contractual services at 69% - this relates to our auditing fees. Outside of these, we seem to be right on track with expenditures. The Fire Department has performed their mandatory Ladder & Pump Testing and has incurred additional repair fees to correct any issues found during such testing. Public Works has expended for striping, hot top, and other various road work. We made our Annual County Tax Payment of \$574,198 at the beginning of September.

Mrs. Maloy said we are at the end of the rush for tax collection on the first half installment. As of September 30th we have collected 92% or \$4.4M of the September portion of the tax commitment. Mrs. Maloy said she has been continuing to work on preparing the draft financial statements, including the footnotes and Management Discussion & Analysis sections, and has sent those off to the auditors for their review.

B. LISBON EMERGENCY VACATED BUILDING ON LISBON STREET

Mr. Eldridge said today was the last day Lisbon Emergency would be occupying this building. He asked the Council to discuss what they would like to do with this building, whether or not they wanted to leave the water, electric, or gas on. Councilor Bickford told Mr. Eldridge that he had been approached by several individuals who thought it would be a good idea to use that building for

storage. Mr. Eldridge indicated Chief Galipeau and he had discussed using it for storage for the Fire Department. The valuation on the land is \$24,000 and the building is \$21,600, totaling \$45,600 at 80%. The building is being held together with cable on the inside; if you tear off the second floor and put a roof on that it would take the weight off the lower level and keep it from spreading out, which would roughly cost around \$20,000.

Councilor Cote requested the domestic water be turned off to reduce the risk of water damage should something happen.

Councilor Larochelle requested setting up a workshop to discuss the pluses and minuses on what to do with this property. He said after taking the tour of their new building he learned that they were in need of funding to help pay for their new building. Councilor Larochelle indicated that in the past the Town has supported Lisbon Emergency a little bit more than they have in the past few years due to budget constraints, however, he suggested throwing out there the idea of selling the property and turning over those funds to Lisbon Emergency to help off set the cost of their new building since in the beginning we sold them the barn to help them out and they invested some money into it thinking it would be long term, which turned out to be not suitable, so if we were to sell it and if the Council supported the idea, although there is not a lot of value in that property, we could consider the idea of giving the proceeds to them to help off set the cost of their new ambulance barn. His thought was that it may help them more than us in the upcoming budget, but it was just a suggestion. He said the building right now as is would not be suitable as a storage building unless it was fixed, but it's very worthwhile to spend a workshop discussing it. To keep it could be an expense for us, while the other choice to sell it could be a source of income. Councilor Larochelle said they did make quite an investment in that new building so it's just something for the Councilor to consider.

Councilors requested that the gas and electric be switched over into the Town's name and kept on.

C. TOWN MANAGER'S REPORT

Mr. Eldridge said the reevaluation team is out in the field collecting data. Things are going well and you can call here to speak with someone in assessing if you have any questions. Mr. Eldridge said the RFP for the demolition of 3 Village Street is out. We have some environmental stuff to do first, but the first reading should be ready for November 1.

ELECTION UPDATE

(Added Item)

The Town Clerk pointed out that surrounding Towns in Androscoggin County would be placing an ad together to inform citizens about the new statewide deadline for ordering absentee ballots, which is that anyone who needs to order an absentee ballot for the November 8 election must do so by Thursday, November 3. Absentee ballots can only be issued after this date due to extenuating circumstances, such as in-patient at a hospital. She said if you would like to cast your vote by absentee ballot for this election, you could call the Town Clerk's Office at 353-3000 Extension 112 no later than November 3. Ballots can be mailed to you, you can vote in person at the Town Office, or you can order them from our on-line system through our website. Additional information is available on our website under Town Clerk under Elections where you may review your sample state and local ballot as well.

D. SCOTT BENSON ABOUT THE BUSINESS WEBSITE

Mr. Benson announced a new business support initiative called ShopQA. This program provides all local businesses with an opportunity to advertise through a link on the Town's new Shop Lisbon Business Directory, which is accessed from the Town's homepage at www.lisbonme.org. This link offers citizens a chance to learn what services and products our business community offers. He said

the best part about this program is that it's free to you.

Mr. Benson said with ShopQA, citizens can visit the Town's website, choose "Shop Lisbon" in the middle of the homepage, and conduct a search of Lisbon businesses. This platform provides businesses with a website if they do not already have one, and can a link to any existing business website and/or other social networking websites, such as Facebook or Twitter. Depending upon how you design your page in this directory, the citizen has the ability to print coupons, see menus, view photos of specific products, ask questions via email, follow employment opportunities, join mailing lists and determine business hours and location, among a host of other capabilities, he said. It's all up to how creative you want to be.

Mr. Benson said registering your business is easy to do, and can be done in the convenience of your home or business by visiting Shop Lisbon and selecting register your business. He said a webinar (held every Tuesday and Thursday) will show you how to establish your business page, all with the help of a live ShopQA Support Specialist. The Town will also schedule a webinar exclusively for Lisbon businesses on October 18 at noon if you prefer. He said we may hold workshop here at the Town Hall for businesses to come to learn about registering and what the program offers.

Mr. Benson said he would like to get as many Lisbon businesses registered as possible. We want all businesses to have access to modern day marketing tools, he said. ShopQA provides this opportunity. He said I hope they take advantage of it.

Councilor Larochelle said this is something we can use to promote the Concerts in the Park Series as well and things like that. Mr. Benson said, yes, Ross will be taking care of that for us. This would be ideal for non-profits like LACO as well, he said, and we are working towards that. The Councilors thanked Mr. Benson.

APPOINTMENTS - NONE

COUNCILOR COMMUNICATIONS

Councilor Larochelle said he attended the World Trade Center dedication last Sunday at Ricker Park. He said Chairman Lunt did an excellent presentation, along with the Fire Chief and others who spoke that day. It was top notch, very moving, and well received.

Councilor Mason said she also attended the World Trade Center dedication last Sunday at Ricker Park. She said this is something that many cities and Towns are doing across the nation. She said our nation changed on 9/11 and I feel proud that Lisbon has a piece of that reminder. She pointed out that our Public Safety personnel risk their lives everyday, although nothing like New York City, they do risk their lives everyday and she thanked them for that.

Councilor Mason said the Maine Supreme Court was at Lisbon High School today. She said she was able to attend all three cases that were presented. Our kids were very well behaved. One Chief Justice noted Lisbon's High School was the best behaved school she has ever been to so we should be proud of our Lisbon kids. The kids had been studying these cases so they were very attentive while listening to these presentations. We were very lucky to have hosted the Maine Supreme Court cases here.

Councilor Cote thanked the camera operator, Tyler Daly at student at Lisbon High School, for running the camera. We appreciate him being on board, he said.

Councilor Lunt said that the Thanksgiving dinner this year will be held at the Lisbon Falls Baptist Church in the Community Living Center gym Thanksgiving Day. He encouraged those who could to volunteer, help wash dishes, or just do whatever you can to help.

**EXECUTIVE SESSION - NONE
ADJOURNMENT**

VOTE (2011-191) Councilor Cote, seconded by Councilor Larochelle moved to adjourn at 8:05 PM. **Order passed - Vote 4-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC

Date Approved: _____