



AGENDA
COUNCIL MEETING
JANUARY 2, 2018
LISBON TOWN OFFICE
7:00 P.M.

Town Council
Allen Ward, Chairman
Chris Brunelle, Vice Chairman
Norm Albert
Kris Crawford
Kasie Kolbe
Mark Lunt
Fern Larochele

1. CALL TO ORDER & PLEDGE TO FLAG
2. ROLL CALL
___ Councilor Albert ___ Councilor Brunelle ___ Councilor Crawford ___ Councilor Kolbe
___ Councilor Larochele ___ Councilor Lunt ___ Councilor Ward
Town Clerk reading of meeting rules
3. GOOD NEWS & RECOGNITION
4. PUBLIC HEARINGS
A. CDBG Downtown Grant – Slum & Blight Designations for Lisbon Village area
5. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS
6. CONSENT AGENDA
2018-01 ORDER – A. Municipal Accounts Payable & Payroll Warrants -

#72	\$7,717.09	#73	\$ 4,448.06
#	\$	#	\$
#	\$	#	\$
#	\$	#	\$

B. School Accounts Payable & Payroll Warrants -

#1034	\$357,462.67	#16	\$496.00
#1035	\$ 13,090.32	#1812	\$56,355.48

C. Minutes of December 19, 2017
7. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES
2018-02 ORDER – CDBG Downtown Grant – Slum & Blight Designation Lisbon Village area
2018-03 ORDER – Kelly Park Street Lights
2018-04 ORDER – Municipal Budget Schedule 2018-2019 & School Budget Validation Timeline
8. OTHER BUSINESS
A. Council Committee Reports:
 1. School (Councilor Albert)
 2. Planning Board (Councilor Ward)
 3. Water Department (Councilor Brunelle)
 4. LDC (Councilor Larochele)
 5. Conservation Commission (Councilor Ward)
 6. Recreation (Councilor Kolbe)
 7. County Budget (Councilor Ward)
 8. Library (Councilor Lunt)
- B. Town Manager's Report
- C. Lisbon Emergency - Funding Discussion
9. AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS
10. APPOINTMENTS
11. COUNCIL COMMUNICATIONS
12. EXECUTIVE SESSION
2018-05 ORDER – Per 1 MRSA Section 405(6) (F) Discussion of Confidential Records
13. ADJOURNMENT
2018-06 ORDER – To Adjourn

SUMMARY OF LISBON COUNCIL MEETING RULES

This summary is provided for guidance only. The complete council working rules may be found on the town website www.lisbonme.org on the Town Officials, Town Council page.

The meeting agenda is available from the town website under Council Agendas and Minutes.

1. Please note the order that agenda items may be acted upon by the Council, however, if necessary, the Council may elect to change the order of the agenda.
2. The Council Chairman presides over the meeting. When the Chairman is not present, the Vice Chairman serves that function. The chair shall preserve decorum and decide all questions of order and procedure subject to appeal to the town council.
3. Public comment is not typically allowed during Council workshops. There may be occasions where public comment may be recruited, but normally, workshops are reserved for Council members to discuss and educate themselves on a variety of issues facing the Town. Prior to the conclusion of a workshop, if time permits, the chair may allow questions from the public.
4. During audience participation, anyone wishing to address council will wait to be recognized by the chair before beginning any remarks. Audience members will move to the lectern to address council, and shall provide name and address prior to addressing the council.
5. Note that "Consent Agenda" items (if there are any) are acted upon first, voted upon as a group, and will most often be voted on without discussion as these items often involve "housekeeping" issues (such as minor parking changes). On occasion "Consent Agenda" items are separated out as stand-alone action items by the Council to allow for more discussion.
6. Public comment on agenda items. General comments on agenda items should be made during audience participation. After introduction of an agenda item, appropriate motions, and time for explanation and council questions, the public may be allowed to comment on that agenda item at the discretion of the chair. During that period of time, the public comment shall address only the agenda item before council.
7. Action on agenda items. As each item on the agenda for any meeting is brought to the floor for discussion:
 - a. The town clerk reads the agenda item and the action being requested of council.
 - b. The sponsor of each item or, if there is no council sponsor, the town manager, or town staff, shall first be allowed to present their initial comments for consideration by the public and councilors.
 - c. Following this introduction of the issue, there will be time devoted to any questions of the sponsor or the town manager or staff regarding the agenda item which any councilor may have which would help to clarify the question presented by the agenda item. The chair may allow questions from the public during this time however; no debate or discussion of collateral issues shall be permitted.
 - d. When authorized by the chair, any additional public comment shall be no longer than two minutes per person and must be to request or furnish new or undisclosed information or viewpoints only.
 - e. Once an agenda item has been explained and clarified by any questioning, the discussion on the specific agenda item will remain with the council. Additional public comment, prior to final council vote; will only be allowed at the chairman's discretion.
8. New business is for the council to receive input on town matters not on the agenda for that meeting. It is not intended, nor shall it be construed as an opportunity for debate of previous agenda items or reinforcement of a point made by another speaker. Comments shall be to furnish new or undisclosed information or viewpoints and limited to a time period of two minutes or less and shall be directed through the chair.
9. If an "Executive Session" is conducted by the Council, State Statute prohibits public attendance for any discussion of the action to be addressed by the Council. Any action taken by the Council on any "Executive Session" matter must be acted upon in a public meeting, and may occur at the end of the "Executive Session" (which has no time element relative to the length of the discussion involved in the "session").



Town of Lisbon

Diane Barnes
Town Manager

Town Council
Allen Ward, Chairma
Christopher
Brunelle, Vice
Chairman
Norm Albert
Dale James Crafts
Kris Crawford

MEMO

To: Town Council
From: Diane Barnes, Town Manager
Subject: Recommendations
Date: January 2, 2018

**Agenda Item 2017-02
CDBG Downtown Grant – Slum & Blight Designation Lisbon Village area**

Tracey Steuber is requesting Council approve designating the Lisbon Village area as Slum and Blight and that Council adopts and signs the Slum and Blight Declaration in the Council packet that is needed to apply for a CDBG Downtown Grant for the Lisbon Village Streetscape Project.

The Slum & Blight Declaration is required by the Maine Department of Community and Economic Development, under federal HUD regulations, as part of the CDBG (Community Development Block Grant) program. Also in the Council packet you will find an excerpted section from the adopted Downtown Plan Update which includes the documentation of blight conditions in the Lisbon Village area. This designation was discussed with Council on December 19.

The public hearing is for discussion and possible recommendation by council regarding the Slum and Blight Declaration of the Lisbon village area, including the proposed redevelopment and public improvement areas along Route 196, a portion of Village and Webster Streets as having conditions of slum and blight, for the purpose of applying for State and Federal funding to make improvements.

The Slum and Blight Designation process and paperwork must be completed before January 26, in order for the Town to submit its anticipated CDBG Letter of Intent for the Village Streetscape Project.

Recommendation

Adopt the Slum & Blight Declaration as presented that is needed to apply for a CDBG Downtown Grant for the Lisbon Village Streetscape Project.

**PUBLIC HEARING AT THE
REGULAR SESSION OF LISBON TOWN
COUNCIL**

Agenda Item 2018-4A

**January 2, 2018; 7:00 PM
SLUM AND BLIGHT DESIGNATION**

Notice is hereby given to the general public of the Town of Lisbon, County of Androscoggin, State of Maine, that a public hearing will be held on January 2 at 7:00 pm at the regular session of the Town Council in the council chambers located at 300 Lisbon Street, Lisbon. The purpose of the public hearing is for the discussion and possible recommendation to the council regarding the designation of the Lisbon village area, including the proposed redevelopment and public improvement areas along Rt. 196, as having conditions of slum and blight, for purposes of applying for State and Federal funding to make improvements.

In order for the Town of Lisbon to be eligible to receive Community Development Block Grant funding for public improvements, the Lisbon village and Rt. 196 corridor must be declared to meet the criteria in the Slum and Blight designation as stated in MRSA Title 30-A, Chapter 205, §5201-5205, and be officially designated through the public process.

Public comments will be solicited at this Hearing and will be submitted as part of the application. All persons wishing to make comments or ask questions about the grant application are invited to attend this Public Hearing. Comments may be submitted in writing to: Tracey Steuber, Economic & Community Development Director, 300 Lisbon Street, Lisbon, Maine 04250 at any time prior to the Public Hearing. If you are physically unable to access any of the Town's programs or services, please contact Tracey Steuber at (207) 353-3000 Ext. 122 so that accommodations can be made.



*Ad on
12-22-17*



**TOWN COUNCIL
MEETING MINUTES
DECEMBER 19, 2017**

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, Brunelle, Lunt, Crawford, and Larochelle. Also present were Diane Barnes, Town Manager; Ryan Leighton, Public Works Director; Lydia Colston, Finance Director; Tracey Steuber, Economic Development Director; Marc Hagan, Police Chief; Rick Green, Superintendent of Schools; totaling approximately 30 citizens in the audience.

GOOD NEWS & RECOGNITION

A. MUSIC DEPARTMENT PRESENTATION

Jonathan Carsley, Lisbon High School Music Teacher, presented a slide show about the students' Washington DC tour in June 2017. He reported that the music teachers, Matt Watras from the Community School, Jonathan Pollock from the Phillip W. Sugg Middle School, and he put together this tour with the support of the Council, School Committee, School Administration, boosters, parents, and community. Its objectives were to perform music of high quality in a blended ensemble setting in some of our country's most amazing venues. They worked collaboratively across many grade levels to prepare for this tour. The students were introduced to our rich National heritage as they visited the Arlington National Cemetery, tomb of the Unknown Soldier, Lincoln Memorial, White House, US Treasury, Korean War Memorial, Dr. Martin Luther King Memorial, Jefferson Memorial, US Air Force Memorial, Iwo Jima Memorial, National Zoo, Smithsonian Institute, Kennedy Center for the Arts, Washington Monument, World War II Memorial, and the Museum of Natural History. The most memorable part of the trip was performing for a group of Honor Flight Vets from New Hampshire who just happened to be at the World War II Memorial that day. He said it was inspirational to see those in wheel chairs rise as our band and chorus performed an Armed Service Tribute. He explained what an unforgettable special moment in time that was for all of them. These students will make lifelong friends performing and traveling together. The students came forward and proudly showed the audience their plaque that they were given that day. The Council congratulated the students and Lisbon Music Department for such an amazing achievement.

**B. MAINE HEART SAFE COMMUNITY – GOLD LEVEL DESIGNATION
(LISBON EMERGENCY) TOWN OF LISBON AND TOWN OF BOWDOIN**

Jim Macdonald and Mike Robitaille informed the Council that thanks to quick responses by the Lisbon Police Department, Lisbon Fire Department, Lisbon Emergency, and the teams we have here the Towns of Lisbon and Bowdoin have been upgraded to a Gold Level Maine Heart Safe Community. There are 89 other communities with silver, gold, or platinum designations; we are probably in the top 20 now. It takes a team to make this happen. We put AED's in the school system, town hall, credit union, recreational personnel, and other locations around town. We did CPR training for school personnel, including bus drivers, town hall staff, host clinics, do cardiovascular educational classes, and held classes in the community. He reported that after a call is received two minutes later 10 to 12 respond automatically so our survival rate has been enhanced immensely. He gave several examples where individuals were helped quickly. He said in one case they had determined in the ambulance this individual had had a heart attack so they delivered the patient to the cardiac center. He learned later that this individual was back home with a stint in place within in 5 hours of the incident; truly amazing. He said we have a truly amazing team here. They arrive on the scene with the expertise to constantly assess the situation, perform CPR as needed, and quickly transport. We are fortunate to have Lisbon Emergency and thanks to them and others we were awarded the gold level designation recently; the next level to attain is Platinum. The Council congratulated Lisbon Emergency, the Lisbon Police and Fire Departments, and their responder teams for their achievement.

PUBLIC HEARING

A. LIQUOR LICENSE AND VICTUALER'S LICENSE FOR BRIANA BOWEN AND MATT RIOUX D/B/A ANGELO'S PIZZA LISBON

The Chairman opened the public hearing. Kristo Papillia, the prior owner of Angelo's said he was pleased to be turning over his restaurant to two local kids. He indicated Briana had worked there since she was 14 years old and Matt for the past 10 years. He said Lisbon should feel proud to have raised a couple of wonderful adults who can continue serving the residents of Lisbon operating an established 16 year old business here in Lisbon. He said he would stay on behind the scenes to help while enjoying his retirement time ahead. He thanked the Council and community for their support over the past 16 years.

B. VICTUALER'S LICENSE FOR RICK GEORGE OF RWG HOLDING, INC D/B/A SUBWAY

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

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

Councilor Albert asked the Chairman for permission to take the Executive Sessions out of order. Seeing no objections, the Chairman entertained a motion to move into Executive Sessions as listed on the agenda.

VOTE (2017-315) Councilor Albert, seconded by Councilor Kolbe moved to go into Executive Session at 7:38 PM. Order passed - Vote 7-0. The Council returned to regular session at 7:55 PM. The Council Secretary announced the Executive Sessions were for the following: Per 1 MRSA Section 405 (6) (C) Acquisition of Real Property or Economic Development [Discussion of Confidential Records] and Section 405 (6) (A) Personnel Matters.

CONSENT AGENDA

VOTE (2017-305) Councilor Kolbe, seconded by Councilor Crawford moved to approve the following:

- A. Municipal Accounts Payable & Payroll Warrants -

#66	\$10,583.56	#67	\$9,851.52
#68	\$ 402,619.11	#69	\$2,565.00
#70	\$178,640.60	#71	\$17,905.77
- B. School Accounts Payable & Payroll Warrants -

#15	\$2,444.22	#1031	\$360,506.12
#1032	\$13,013.28	#1033	\$332,941.15
#1811	\$208,297.12		
- C. Minutes of December 5, 2017
- D. Liquor License and Victualer's License for Angelo's Pizza
- E. Victualer's License for RWG Holdings, Inc d/b/a Subway

Order passed - Vote 7-0.

COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

SCHOOL'S CAPITAL RESERVE REQUEST – CAMERAS AT SUGG MIDDLE SCHOOL

INTRODUCTION: Rick Green, Superintendent of Schools explained that the Capital Reserve Fund was created in 2011 to allow the School Committee to use existing money to pay for maintenance and minor remodeling. Since 2011, money from the undesignated balance and unanticipated revenues has been transferred into the Capital

Reserve Fund. The current balance is \$60,361. Dr. Green requested up to \$27,822 to pay for the update and installation of security cameras at Phillip W. Sugg Middle School. He reported they prefer to use the same system throughout so maintenance will be easier.

VOTE (2017-306) Councilor Crawford, seconded by Councilor Albert moved to authorize the use of an amount up to \$27,822 to pay for the update and installation of security cameras at Phillip W. Sugg Middle School from the School's Capital Reserve Fund. **Order passed - Vote 7-0.**

SEWER DEPARTMENT'S REQUEST TO CANCEL TRUCK ORDER AND BID TRUCK AGAIN

INTRODUCTION: Mr. Leighton reported on September 19, 2017 the Town Council awarded a bid to Darling's Chrysler Dodge in Augusta for a new pickup for the Sewer Department. The order for this new truck was placed on September 21, 2017. He said to date Darling's does not have a VIN number assigned to this truck from the factory. Based on continued discussions with Darling's it appears the hurricanes earlier this year has delayed production at the factory and we do not know when this truck will be delivered. Darling's has indicated we can cancel the order and at this point, Mr. Leighton requested permission to cancel the order and re-advertise the RFP.

VOTE (2017-307) Councilor Brunelle, seconded by Councilor Kolbe moved to reject the bid and authorize the Public Works Director to cancel the order with Darling's Chrysler Dodge and solicit bids for a new truck for the sewer department. **Order passed - Vote 7-0.**

HIGHWAY SAFETY GRANT

INTRODUCTION: Chief Hagan said the Police Chief is requesting permission to apply, accept, and use Highway Safety Grants funds from the Bureau of Highway Safety as follows:

\$ 1,846.66	Speed Enforcement Grant
\$ 3,084.59	Seat Belt Usage Enforcement Grant
\$ 2,252.42	Impaired Driving Enforcement Grant
\$10,374.97	Distracted Driving Enforcement Grant

The Chief indicates the monetary awards are the amount the Bureau of Highway Safety will reimburse Lisbon for officer overtime spent enforcing each individual grant, the monetary awards for each grant require no matching funds from Lisbon, and the Lisbon Police Department will not necessarily be requesting the maximum amount allowed with each grant due to manpower constraints. He reported the police department will have the ability to put part of the speed enforcement grant award towards a new radar unit if it is determined that new equipment is necessary.

VOTE (2017-308) Councilor Brunelle, seconded by Councilor Kolbe moved to authorize Chief Hagan to apply, accept, and use Highway Safety Grant funds from the Bureau of Highway Safety as follows:

\$ 1,846.66	Speed Enforcement Grant
\$ 3,084.59	Seat Belt Usage Enforcement Grant
\$ 2,252.42	Impaired Driving Enforcement Grant
\$10,374.97	Distracted Driving Enforcement Grant

Order passed - Vote 7-0.

CDBG DOWNTOWN GRANT FOR LISBON VILLAGE

INTRODUCTION: Tracey Steuber requested the Council set a public hearing on January 2, 2018, to discuss designating the Lisbon Village area, including the proposed redevelopment and public improvement areas along Route 196, along with a portion of Village Street and Webster Street as having conditions of slum and blight, for purposes of applying for State and Federal funding to make improvements.

In order for the Town of Lisbon to be eligible to receive Community Development Block Grant funding for public improvements, the Lisbon Village and Route 196 corridor must be declared to have met the criteria in the Slum and Blight designation as stated in MRSA Title 30-A, Chapter 205, §5201-5205, and be officially designated through the public process.

COUNCILOR COMMENTS: Councilor Ward indicated he was concerned about oversimplifying the area and then later developers come in and change it. He reported that to do this project correctly the town would have to spend closer to \$2,000,000 million. He said Lisbon will want this project to have some staying value in the village area.

Councilor Laroche pointed out that intersections need to address safety factors. He said the town should address sidewalks, lights, and the intersection so someone should be able to walk from the village area over the Chris' House and back without worrying about safety, etc.

VOTE (2017-309) Councilor Brunelle, seconded by Councilor Kolbe moved to set a public hearing on January 2 to discuss the designation of the Lisbon Village area, including the proposed redevelopment and public improvement areas along Route 196, along with a portion of Village Street and Webster Street as having conditions of slum and blight, for purposes of applying for State and Federal funding to make improvements. **Order passed – Vote 7-0.**

MAINE MUNICIPAL EMPLOYEES HEALTH TRUST WELLNESS GRANT

INTRODUCTION: Tracey Steuber requested Council permission to apply and accept funds from the Maine Municipal Employees Health Trust 2018 Wellness Grant in the amount of \$1,960.00. This grant is designed to encourage employees to participate in Wellness Incentives through their 2018 Wellness Grant Program. The Health Trust offers financial support to participating groups with approved wellness programs. The maximum grant award is \$40 per year, per employee covered under the Health Trust insurance program. We currently have 49 health plan participants so the maximum grant for 2018 is \$1,960.00.

VOTE (2017-310) Councilor Albert, seconded by Councilor Kolbe moved to authorize Tracey Steuber to apply and accept funds from the Maine Municipal Employees Health Trust 2018 Wellness Grant in the amount of \$1,960.00. **Order passed - Vote 7-0.**

ACCEPTANCE OF “PREMIERE DRIVE” AND “CHAMPAGNE LANE” IN KELLY PARK SUBDIVISION AS TOWN WAYS

INTRODUCTION: Premier Development, LLC is petitioning the inhabitants of the Town of Lisbon to accept “Premier Drive” and “Champagne Lane” in Kelly Park Subdivision as town ways. A description of these proposed town ways can be found in the Warrant Deed in the Council’s packet.

VOTE (2017-311) Councilor Brunelle, seconded by Councilor Laroche moved to that the Town of Lisbon, pursuant to 23 M.R.S.A. § 3025, accept the dedication made by Premier Development LLC of title in fee simple of “Premier Drive” and “Champagne Lane” in the Kelly Park Subdivision, and establish these roads as town ways. **Order passed – Vote 7-0.**

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said they had a meeting but that there was nothing really to report.
2. Planning: Councilor Ward said they met at Daniel Buck’s Auction House at 5:30 PM on December 14 with local businesses, the Planning Board, and Contracted Town Planner. Donald Fellows, Planning Board Chairman said it was very productive and a great session. After the Planning Board met and accepted the minutes of the previous meeting.
3. Water Commission: Councilor Brunelle reported they met and discussed the rate increase planned for February 15. He said they have been doing directional flushing. He indicated that a leaking valve on the Pinewoods Road was fixed.
4. LDC: Councilor Laroche reported they met and discussed facades; there is more to come.

5. Conservation Commission: Councilor Ward reported they met and discussed invasive species like the Norway Maple. He indicated they will need funds for educational purposes. This will become a priority quickly so they will come before Council at budget time.
6. Recreation: Councilor Kolbe said she had nothing to report.
7. County Budget: Councilor Ward said he had nothing to report. County Commissioner, Isaiah Larry was present and reported that Lisbon's Androscoggin County bill will increase by about \$56,372.90 this year. He said he was trying to keep it down by cutting down on duplication of efforts. He proposed they include \$50,000 in an Overlay Reserve Account this year as a way of protecting the taxpayers from being short or to deal with unanticipated increases.

Councilor Ward said he was supportive of the Commissioners plan to grow the fund balance to healthier levels, but not through overlay. The question is how much is reasonable.

Commissioner Larry said the law says the county should have \$100,000.00, but in reality it should have one or two million; but who is going to assure us that those funds are going to stay there or go only towards absolutely necessary purchases. He said he supported local control as much as possible.

8. Library: Councilor Lunt said he had nothing to report.

B. TOWN MANAGER'S REPORT

Mrs. Barnes reported she went to Topsham to pick up a \$2,500 check for LACO that the Priority Group was donating. She said that was very generous of them.

C. DEPARTMENT HEAD WRITTEN REPORTS

Councilor Ward commended Sergeant Ryan McGee for completing a three week training program titled "Leadership in Police Organizations." He thanked the Fire Department personnel for completing the required annual testing. He commended Kathy Malloy for receiving a \$500 scholarship that can be used in 2018 for IAAO classes, meals, and lodging.

APPOINTMENTS

PLANNING BOARD APPOINTMENTS

2 Associates Seats (2018 & 2019)

VOTE (2017-312) Councilor Kolbe, seconded by Councilor Lunt moved to appoint Eric Metivier to 2018 and William Kuhl to 2019 as Associate members on the Planning Board. **Order passed - Vote 7-0.**

BOARD OF APPEALS

1 Seat (2020)

VOTE (2017-313) Councilor Kolbe, seconded by Councilor Crawford moved to appoint Jessie Zach to the Board of Appeals. **Order passed - Vote 7-0.**

WATER COMMISSIONER APPOINTMENT

Councilor Brunelle reported that Ken Wells is planning to stay on until June 30, when this seat ends.

COUNCILOR COMMUNICATIONS

Councilor Larochelle reported Positive Change Lisbon met with the Planning Board and Town Planner. He said Councilor Crawford was present. They talked about if they had 10 million dollars what they would like or not like to see in the community.

Councilor Albert explained that he was really excited to see our downtown in action that he had to park a ways away on Main Street to go to Franks the other day. He compared the stroll down the street to an older picture of Lisbon that he saw on Facebook and said it seemed nice to see our downtown still the way it used to be.

AUDIENCE PARTICIPATION FOR NEW ITEMS - NONE

EXECUTIVE SESSION

Item Taken Out Of Order – see motion to go into executive session before Consent Agenda above.

VOTE (2017-315A) Councilor Kolbe, seconded by Councilor Crawford moved to loan \$146,940 with a 10-year term at an interest rate of 5% to Jason LaVerdiere and Tyson LaVerdiere d/b/a Flux Restaurant as follows:

\$100,000 from the IRP Fund and
\$ 46,940 from the Commercial Loan Fund.

Order passed - Vote 7-0.

ADJOURNMENT

VOTE (2017-317) Councilor Brunelle, seconded by Councilor Kolbe moved to adjourn at 8:40 PM. **Order passed - Vote 7-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: January 2, 2017



MEMORANDUM

TO: Diane Barnes, Town Manager
FROM: Tracey Steuber, Economic & Community Development Director
CC: Amanda Bunker/Ben Smith, Town Planner
SUBJECT: Public Hearing - Lisbon Village and Rt. 196 Corridor Slum & Blight Declaration
DATE: December 29, 2017

Please find attached the information and form for the Slum and Blight Declaration required by the Maine Department of Community and Economic Development, under federal HUD regulations, as part of the CDBG (Community Development Block Grant) program. Also attached is an excerpted section from the adopted Downtown Plan Update which includes the documentation of blight conditions in the Lisbon Village area. This designation has been discussed with Council at the December 19th meeting.

The public hearing is for discussion and possible recommendation by council regarding the Slum and Blight Declaration of the Lisbon village area, including the proposed redevelopment and public improvement areas along Rt. 196, a portion of Village and Webster Streets as having conditions of slum and blight, for the purpose of applying for State and Federal funding to make improvements.

The Slum and Blight Designation process and paperwork must be completed before January 26, in order for the Town to submit its anticipated CDBG Letter of Intent for the Village Streetscape Project.

DECLARATION OF SLUM AND BLIGHT AREA

MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

It is hereby found and declared:

That there exists in the Town of Lisbon a deteriorating, dilapidated, slum and blighted area, dangerous buildings, deficient public improvements and incompatible uses of property, which constitute a serious and growing menace, injurious and inimical to the public health, safety, morals and welfare of the residents of the Town of Lisbon.

That the existence of such an area, as shown on the attached map and identified as Lisbon Village, & Rt. 196 Corridor, and located in Census Tract Number: 030100, is found to be consistent with Maine State Statute 30-A, Chapter 205, Section 5202 and regulations set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570.

That the blighted area will be addressed with Community Development Block Grant (CDBG) and other funds through eligible activities, in accordance with all CDBG regulations and Maine State Statute 30-A, Chapter 205, Sections 5201 through 5205.

That the activities to be conducted are designed to eliminate the causes of slum and blight.

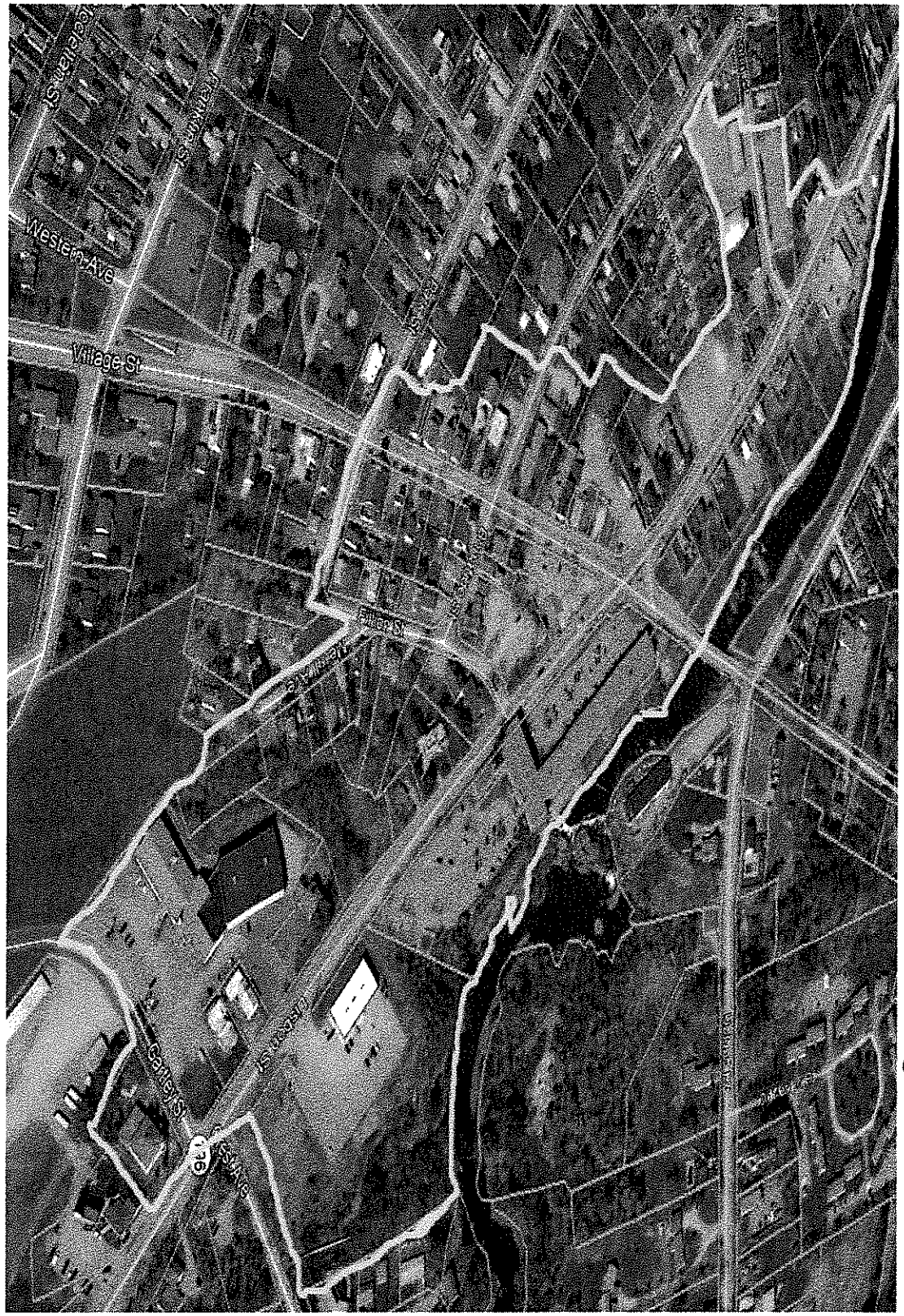
The Declaration with attendant documentation is hereby enacted on the 2nd of January, 2018 and is effective from this day forth until such conditions have been remedied through completion of the CDBG project.

AUTHORIZED SIGNATURES:

_____ Name	_____ Date
_____ Name	_____ Date
_____ Name	_____ Date
_____ Name	_____ Date
_____ Name	_____ Date
_____ Name	_____ Date
_____ Name	_____ Date

Municipal Seal

Lisbon Village and Rt. 196 Corridor Declaration of Slum & Blight Area



Lisbon Village Strengths & Weaknesses

Assets/Strengths: *Many of these are “opportunities waiting to happen” or strengths that have not yet been fully used to the community’s advantage.*



- Located on the Sabattus River
- Historic churches (potential converted uses)
- Farwell Mill, housing and commercial
- Near Beaver Park and railroad corridor (potential trail)
- Nearby trail access
- New development opportunities at Kelly Park subdivision

Weaknesses/Threats: *These represent the major challenges that Lisbon’s downtown areas face:*

- Route 196 village business strip in need of visual character improvements
- Limited on-street and off-street parking for Route 196 and Village Street
- Some development limitations surrounding Resource Protection and Aquifer Protection Overlay zoning
- Few Village Street businesses, not much commercial/mixed use presence
- No civic buildings, no parks or public gathering spaces
- Lack of interest to redevelop the former Graziano’s site

Conditions

There is much documentation within Lisbon’s planning reports that the need for physical improvements to enhance Lisbon’s image and visual character. Lisbon downtown areas suffer from a lack of investment and maintenance, both public and private. Many residential and nonresidential buildings have been degrading visibly over time, resulting in negative impacts on neighbors and the Town in general. Years ago public improvements were made in the downtowns that now show significant wear and deterioration in many areas. Pedestrian safety and walkability must continue to be addressed, including upgrading existing sidewalks and crosswalks.

These conditions – the blight and deterioration that persists within Lisbon’s downtowns – has a direct impact on Lisbon’s economic viability, the viability of existing downtown businesses, and the potential to attract new, quality businesses and jobs. Not addressing these conditions will mean the continued loss of Lisbon’s character, unique sense of place, and quality of life.

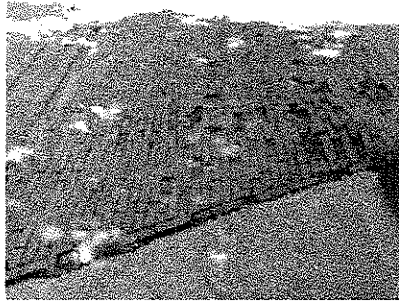
Left: Streetscape improvements are a priority for redevelopment areas, to show public investment.



Right: Several sections of Route 196 in the villages have no sidewalk or streetscape elements.



*Left: Cracked or broken
brick and concrete
sidewalks, found in both
villages.*



*Right: Both the Lisbon village
and Lisbon Falls village have
development along the river
that fails to make any connection
to the river.*



Town of Lisbon
Municipal Budget Schedule 2018-2019
7:00 PM

- March 13, 2018 Tuesday, Special Town Council Meeting
School Budget Presentation to Council
- March 20, 2018 Tuesday, Town Council Meeting
Municipal Budget Presentation
- March 27, 2018 Tuesday, Town Council Budget Workshop
Public Works, Solid Waste, Wastewater, Town Buildings, Technology
- April 10, 2018 Tuesday, Town Council Budget Workshop
Parks & Recreation, Library, Police & Fire
- April 17, 2018 Tuesday, Town Council Meeting
Approve Warrant
- April 24, 2018 Tuesday, Town Council Budget Workshop
*Dept. Heads-Finance/Tax, Town Manager, Codes,
Assessing & Economic Development, Town Clerk
Presentation of Capital Improvement Plan to Council*
- April 26, 2018 Thursday, Planning Board Meeting
Presentation of Capital Improvement Plan to Planning Board
- May 1, 2018 Tuesday, Town Council Meeting
- May 7, 2018 Monday, School Committee Meeting
Adopt School Budget
- May 8, 2018 Tuesday, Special Council Meeting
School Budget Public Hearing
- May 15, 2018 Tuesday, Town Council Meeting
*Adopt School Budget
Council Recommendation on School Budget for ballot*
- June 12, 2018 School Budget Validation Referendum
- June 19, 2018 Tuesday, Council Meeting
Municipal Budget Public Hearing
- June 26, 2018 Tuesday, Special Town Council Meeting/Adopt Municipal Budget

Schedule for School Budget Validation Referendum FY1819 - BVR

Action	Legal Deadline or Timeframe & Notes	Recommended Date
School Committee Meeting	Discuss budget amounts to send to Council and voters	Monday, February 26, 2018
School Committee Presents Budget to Council		Tuesday, March 13, 2018
School Committee requests Council to Set Election and Public Hearing Dates	Send Memo no later than Wednesday the week before meeting to Town Clerk requesting Council set dates, then facilities needs to be reserved.	Tuesday, April 3, 2018
Send Notice to Sun Journal Advertising Notice of Public Hearing	Has to be to the Sun Journal before 10AM. Send 2nd request for second ad at the same time. <i>Note the second ad can't run less than 2 weeks after the 1st ad.</i>	Friday, April 13, 2018
First Publication of Notice of Public Hearing in a local newspaper having general circulation in the Town.	Town Charter, Sec. 6.04. <i>(Council shall publish in one or more newspapers... a general summary of the budgets and a notice stating time and place of Public Hearing.)</i>	Sunday April 15, 2018
School Committee requests Council to Approve Warrant	Send Warrant no later than Wednesday the week before meeting to Town Clerk When adonted ballots get ordered	Tuesday, April 17, 2018
Second Publication of Notice of Public Hearing in a local newspaper having general circulation in the Town.	Town Charter, Sec. 6.04. <i>(Council shall publish in one or more newspapers... a general summary of the budgets and a notice stating time and place of Public Hearing.) Must run at least 7 days before hearing.</i>	Monday April 30, 2048
School Committee's final vote on Budget and Vote on "Notice of amounts adopted at budget meeting"		Monday, May 7, 2018
Public Hearing/Public Comment at Town Office. Capital Improvement Plan Public Hearing	Per Town Charter Sec. 6.04 (Council shall publish in one or more newspapers... a general summary of the budgets and a notice stating time and place of Public Hearing)	Tuesday, May 8, 2018
Council adopts School Budget at <u>Budget Meeting.</u>	Budget Meeting date used on the warrant. Absentee ballots available next day.	Tuesday, May 15, 2018
Town Clerk posts Warrant	Warrant typically posted day after budget meeting. Warrant shall be posted 7 days prior to Election Day. <i>20-A MRS § 1486(3)</i>	Wednesday, May 16, 2018
School Budget Validation Referendum	Must be held on or before 30 th day following <u>budget meeting</u> per law. <i>20-A MRS § 1486(2)</i> "Notice of Amounts Adopted at Budget Meeting" is a necessary posting to occur at the polling place(s).	Tuesday, June 12, 2018