



TOWN COUNCIL MEETING MINUTES JUNE 26, 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, Brunelle, Lunt, Crawford, and Larochelle arriving at 6:12 PM. Also present were Diane Barnes, Town Manager; Steve Aievoli, Treatment Plant Superintendent; Lydia Colston, Finance Director; Marc Hagan, Police Chief; Nate LeClair, Diane Nadeau, Librarian; Fire Chief; Thomas Martin, Jr., Public Works Director; Tracey Steuber, Economic Development Director; Mark Stevens, Recreation Director; Lisa Ward, EMA Director; Miriam Morgan Alexander, Appeals Board/Assessment Review Board Member; Donald Fellow, Planning Board Chairman; Karen Paradis, Planning Board Member; Scot Hall, Planning Board Member; and approximately 35 citizens in the audience.

GOOD NEWS & RECOGNITION

PROCLAMATION – STAFF SERGEANT THOMAS J. FIELD 25TH ANNIVERSARY

VOTE (2018-125) Councilor Kolbe, seconded by Councilor Albert moved to adopt the following Proclamation:

WHEREAS, The Lisbon Town Council recognizes the 25th anniversary of our departed American soldier, Staff Sergeant Thomas J. Field also known to many as "Tommy" Field who served in the 160th Special Operations Aviation Regiment (Airborne), also known as the Night Stalkers - an elite group of the Army's best aviators;

WHEREAS, He was a crew chief on Super 6-4, one of the Blackhawk helicopters that was shot down during Operation Gothic Serpent in the Battle of Mogadishu in Somalia;

WHEREAS, The battle ended up being the biggest fire fight for American troops since the Vietnam War;

WHEREAS, Staff Sergeant Field survived the crash, but was killed when the crash site was taken over by an angry mob of Somali militia;

WHEREAS, Staff Sergeant Field was awarded the Silver Star, Bronze Star, Air Medal with Valor Device, Meritorious Service Medal, and Purple Heart;

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Lisbon that his ordeal, and that of his comrades, being the basis for the award-winning movie "Black Hawk Down," has left an everlasting impression on our community;

BE IT FURTHER RESOLVED that a copy of this resolution be framed and displayed at the Town Hall in his honor as we remember him and mourn with those who loved him and lost him that day.

Order passed – Vote 6-0.

Councilor Albert requested the Moxie Transition to Recreation Department be taken up out of order noting that there were so many in the audience tonight for that agenda item. Seeing no objections, the Chairman moved to Agenda Item 8 C Moxie Transition to Recreation Department.

MAINE ASSOCIATION OF PLANNERS AWARD

Amanda Bunker presented Donald Fellows, Lisbon's Planning Board Chairman with a plaque awarded to him by the Maine Association of Planners in recognition of his professional and key planning decisions and for providing strategic development ideas along with finding solutions and building consensus among members. She said he provided a balance approach to development and designed rules that incorporated both private and public concern. She explained what a champion he has been for Lisbon. The Council congratulated Mr. Fellows.

C. MOXIE TRANSITION TO RECREATION DEPARTMENT

Item taken out of order

Councilor Albert explained that this move made more sense because the Recreation Department has more experience with organizing events, etc. and developing revenue efficiencies and then this would allow the Economic Development Director more time to focus on economic and community development programs and projects. He suggested this transition should take place right after the festival this year starting with the Moxie Festival Committee's follow up meeting.

Councilor Ward pointed out that he wanted to have an open discussion about this transition prior to the event to avoid any delays in planning for next year's event. He opened the discussion up to the public for comment.

Mr. Stevens reported he had not had an opportunity to discuss this with the Recreation Committee yet. He indicated he did mention it to the staff, but that there were many questions unanswered. He said this is a huge endeavor and opportunity. He thanked the Council for their vote of confidence and said his department is still trying to catch up from taking over the Parks Department. He said they were three weeks behind with gardens this year, but that they could do this. However, first they would need to develop a punch list. He explained all their summer programs would be gearing up and going on at the same time as the festival would be gearing up and going on, which is a lot to add to the already existing schedule. Ms. Steuber confirmed April to July were critical months when all the arrangements are made.

Councilor Ward said he was encouraging more dialogue to help make this transition successful if the Council chose this approach. He recommended reviewing staff hours and tasks for all to see if and where help is needed. He pointed out that we have a Community Center and this is a Community Festival so the move just makes sense. He said starting early is important so no one gets behind from the start.

Councilors Kolbe and Albert pointed out the Economic Development office has a good report with businesses, which would fit in nicely when obtaining sponsorships from businesses and then planning events would fit in nicely with the Recreation Department, so maybe both departments should be involved in doing this event next year. Councilor Albert said the Recreation Department could run it, plan it, generate revenue, and find ways to expand it. He said Mr. Stevens is excellent at that. He pointed out that Ms. Steuber had done an excellent job so far as well.

Councilor Brunelle suggested adding a 20-hour position in each department and then hire one person to help get this accomplished. The Recreation Department is bringing in over \$45,000 in new revenue this year and this department has grown 10% each year for the last three years.

Ms. Steuber explained that she has not been able to focus on Economic Development right now because the parade applications are coming in and taking over her time. The Recipe Contest Lady cannot run the contest this year and the list goes on. All the individual events are all over the place that day making it difficult to manage; it would be better if everything were in one place.

Dot Fitzgerald reported the local chamber used to do this before it merged with Lewiston/Auburn. She suggested hiring a coordinator. Councilor Albert reported there was not enough revenue from the festival to make that happen. Councilor Larochelle said it all comes down to planning ahead of time.

Gordon Curtis asked about expenses and revenues. Councilor Albert reported the figures for the last five years, which showed an increase in revenue generated from the last festival and a larger amount to start with for next year.

Bill Kohl from the Recreation Committee said if the Council moved to make this transition, he hoped that they would support their decision with sufficient manpower, muscle, and money to make it happen. He said the Council should give Mr. Stevens the resources to address this correctly.

Ms. Steuber mentioned the Moxie Festival itself has always covered the entertainment cost, the stage, and things for folks to do. The town provides police personnel along with set up and cleanup by Public Works, but the festival pays for the rest.

James Carville from the Recreation Committee said this transition seemed premature since the Recreation Committee had not even discussed it yet. He said it could be disastrous to take this event in another direction all at once. He pointed out we were only two weeks away from this year's festival. He encouraged the Council to invite other groups to the table to talk about making this better.

Councilor Albert suggested setting up a workshop and inviting Positive Change Lisbon, Parks & Recreation, and Economic Development to the table to discuss efficiencies. Councilor Ward said he would like to move this forward so that we do not miss a step. Seeing no further comments, the Chairman returned the meeting to the next agenda item.

PUBLIC HEARING

A. MUNICIPAL BUDGET PUBLIC HEARING

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

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

Ron Freve from 35 Moody Road requested the Council considered removing the very large half-rotted trees on the town's property adjacent to his property. He said if those trees fell, they might land on his home. Councilor Ward referred Mr. Freve to the Public Works Director.

CONSENT AGENDA

VOTE (2018-125) Councilor Albert, seconded by Councilor Larochelle moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

#137	\$28,613.51	#138	\$ 131,845.00
#139	\$12,305.14	#140	\$179,407.19
#141	\$23,721.53	#142	\$ 416,848.86
#143	\$31,907.77	#	\$

B. School Accounts Payable & Payroll Warrants -

#1824	\$ 78,429.41
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C. Minutes of June 5, 2018

D. Set Public Hearing for July 10 for Tarmo Tapsi d/b/a Door to Door Book Sales for Southwestern Advantage Company

E. Ratify June 12, 2018 Election Results

Order passed - Vote 7-0.

COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

USE OF UNDESIGNATED FUND BALANCE

INTRODUCTION: Mrs. Barnes presented a list of items that she is recommending Council assign from unassigned fund balance. Any unused balances will return to unassigned fund balance for future use.

VOTE (2018-126) Councilor Larochelle, seconded by Councilor Albert moved to authorize the use of unassigned fund balance in the amount of \$475,199.00 to be set aside for the list stated below:

Munis (Error in FY 18 Budgeting Technology)	\$26,125.00
Accrued Leave Payout	\$50,000.00
Book Restoration (Clerks Office)	\$10,000.00
Update Rifles (Police Dept.)	\$7,800.00
Command Ctr. Car 1 (Fire Dept.)	\$4,000.00
Fans (Fire Dept.)	\$8,000.00
Swift Water Rescue Equip. (Fire Dept.)	\$16,000.00
SCBA Bottles (Fire Dept.)	\$4,000.00
Hydraulic Tools (Fire Dept.)	\$18,000.00
Carpet (Library)	\$8,000.00
Debt Service (FY 19 Debt)	\$195,438.00
Debt Service (FY 20 Debt)	\$99,297.00
Debt Service (FY 21 Debt)	\$28,539.00
	<hr/>
	\$475,199.00

Order passed - Vote 7-0.

ADOPT FISCAL YEAR 19 BUDGET RESOLVES

VOTE (2018-127) Councilor Larochelle, seconded by Councilor Crawford moved to adopt the Fiscal Year 2019 Budget Resolves as follows:

BE IT HEREBY RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LISBON AS FOLLOWS:
2018-2019 MUNICIPAL BUDGET RESOLUTION

For General Government (Department 01)

Line 5100 for Personnel Services	\$ 1,001,680
Line 5200 for Contractual Services	\$ 490,469
Line 5300 for R/M & Operating Supplies	\$ 84,600
Line 5400 for Capital Purchases	\$ 40,000
Total for the General Government Budget	\$ 1,616,749

For Public Safety (Department 02)

Line 5100 for Personnel Services	\$ 2,284,968
Line 5200 for Contractual Services	\$ 166,597
Line 5300 for R/M & Operating Supplies	\$ 156,655
Line 5400 for Capital Purchases	\$ 123,100
Total for the Public Safety Budget	\$ 2,731,320

For Public Works (Department 03)

Line 5100 for Personnel Services	\$ 1,056,185
Line 5200 for Contractual Services	\$ 924,561
Line 5300 for R/M & Operating Supplies	\$ 381,400

Line 5400 for Capital Purchases	\$ 460,000
Total for the Public Works Budget	\$ 2,822,146

For Public Services (Department 04)

Line 5100 for Personnel Services	\$ 739,724
Line 5200 for Contractual Services	\$ 72,644
Line 5300 for R/M & Operating Supplies	\$ 188,958
Total for the Public Services Budget	\$ 1,001,326

**For General Assistance, County Tax, Economic Development,
Abatements, Debt Service, & Bonds (Department 05-09)**

Line 5100 for Personnel Services	\$ 97,606
Line 5200 for Contractual Services	\$ 750,894
Line 5300 for R/M & Operating Supplies	\$ 3,550
Line 5400 for Capital Purchases	\$ 0
Line 5500 for Lease Purchases	\$ 534,917
Total for the General Assistance County Tax, Economic Development, Abatements, Debt Service & Bonds	\$ 1,386,967

BE IT ORDERED: That the Municipal Budget for the Town of Lisbon for the fiscal year commencing on July 1, 2018 and ending on June 30, 2019 be and hereby is adopted with a total expenditure of **\$9,558,508** balanced with a total of **\$3,236,739** in estimated revenue. A summary of appropriations is attached to this Resolution as Exhibit A (*see attached*). A summary of estimated revenue is attached to this Resolution as Exhibit B (*see attached*).

BE IT ORDERED: That the Assessor of the Town of Lisbon be and hereby is directed to assess a tax upon all real estate in Lisbon and liable to be taxed therein, and to assess the owner of personal estate liable to be taxed therein on the first day of April, 2018 A. D. and in accordance with the provisions of the State of Maine in such cases made and provided; make perfect lists under her hand of such assessments and commit the same to the Collector of Taxes of the Town of Lisbon on or before the 1st day of July, 2018. All taxes assessed as above and committed to the Collector shall be due on July 1, 2018. That having set the date on which the first installment of taxes shall become due, to wit July 1, 2018, any taxes remaining unpaid after September 17, 2018 shall bear interest from September 18, 2018 at a rate of 8% per annum, said interest to be added to and become a part of said taxes. That having set the date on which the second installment of taxes shall become due, to wit July 1, 2018, any taxes remaining unpaid after March 15, 2019 shall bear interest from March 16, 2019 at a rate of 8% per annum, said interest to be added to and become a part of said taxes and to fix the rate of interest paid for overpayments at 3% annum.

BE IT ORDERED: That we, the Municipal Officers of the Town of Lisbon, Maine, upon request of Diane Barnes, Tax Collector/ Treasurer, of said Town, hereby authorize and direct said Tax Collector and Treasurer, pursuant to Title 36, Maine Revised Statutes Annotated, section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill. However, no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.

BE IT ORDERED: That the Tax Collector be and hereby is, authorized to accept money prior to the date of the 2019 Tax Commitment in prepayment of taxes at 0% interest, and to issue receipts for the same. It shall be discretionary with the Tax Collector/Town Manager to make arrangements through the Town of Lisbon Tax Club policy with any taxpayer for a schedule of monthly payments without interest and such arrangements, as they jointly deem necessary.

BE IT ORDERED: That the following categories of State funds be accepted during the fiscal year beginning July 1, 2018 and ending June 30, 2019:

- Municipal Revenue Sharing
- Local Road Assistance
- State Aid to Education (including Federal pass-through funds and property tax relief)
- Snowmobile Reimbursement Money
- Tree Growth Reimbursement

General Assistance Reimbursement
 BETE Exemption Reimbursement
 Homestead Exemption Reimbursement
 State Grant and/or Other Funds

BE IT ORDERED: That the Sewer Budget for the Town of Lisbon for the fiscal year commencing on July 1, 2018 and ending on June 30, 2019 be and hereby is adopted with a total expenditure of **\$1,129,216** balanced with a total of **\$1,216,960** in estimated revenue. A summary of appropriations and estimated revenue is attached to this Resolution as Exhibit A (*see attached*).

Pursuant to Title 30-A M.R.S.A. Sec 3406 and the Town of Lisbon Sewerage Ordinance the Town Council hereby adopts the following rates for the Town Sewerage Works:

\$ 6.72 per 100 cu. ft.

The Treasurer of the Town of Lisbon is hereby directed to assess sewer service charges on a quarterly basis as determined by the water meter readings. All sewer service charges remaining unpaid after the date which they are due shall bear interest at a rate of 8% per annum, said interest to be added to and become a part of said sewer service charges.

BE IT ORDERED: That the Tax Club policy, which was adopted in November of 2014, is approved as presented.

BE IT ORDERED: That the Capital Improvement Plan for the Town of Lisbon for the fiscal year commencing on July 1, 2018 and ending on June 30, 2019 be and hereby is adopted as presented and attached to this Resolution as Exhibit C (*see attached*).

Order passed - Vote 7-0.

AWARD STRIPING BID

INTRODUCTION: Mr. Martin reported Lisbon sent an RFP to the following vendors, as well as advertised on the Town's website, that we were seeking bids for the annual center and edge line striping:

Fine Line Pavement Striping
 Hagar Enterprises, Inc.
 Jackett Enterprises, Inc.
 L & D Safety Marking Corp
 Lucas Striping, LLC
 Markings, Inc.
 Sir Lines-A-Lot, LLC
 Wilsons Ground Maintenance Inc.
 Zebra Striping

The town received the following road striping bids:

<u>Vendor</u>	<u>Double Yellow/Ft</u>	<u>White Edge/Ft</u>	<u>Total</u>
Lucas Striping, LLC	\$0.085	\$0.045	\$19,223.80
Fine Line	\$.085	\$.055	\$20,186.80
Markings Inc.	\$0.15	\$0.075	\$33,499.50

Mr. Martin said the town budgeted \$20,000 for the upcoming fiscal year and that he recommended awarding the bid to Lucas Striping, LLC. He reported Lucas would have to add the cost of striping at the Transfer Station to the \$19,223.80. Councilor Ward requested Mr. Martin inform the Council of all change orders.

VOTE (2018-128) Councilor Brunelle, seconded by Councilor Kolbe moved to award the road striping bid to Lucas Striping, LLC in an amount not to exceed \$ 20,000.00. **Order passed - Vote 7-0.**

ADOPT 2018 HAZARD MITIGATION PLAN RESOLUTION & 2017-2018 ANDROSCOGGIN HAZARD MITIGATION PLAN

INTRODUCTION: Lisa Ward, EMA Director reported the Town of Lisbon received the 2017-2018 adoption letter for the County-Wide Hazard Mitigation Plan that has been in the works for the last year and a half. This plan has received conditional approval pending adoption by the Federal Emergency Management Agency (FEMA). Its adoption is necessary to receive non-emergency disaster assistance (Financial Assistance) to fund certain types of mitigation projects like installing larger culverts to prevent future flooding, buildup a road to prevent future flooding, changing infrastructure to make more disaster resistant and so on. She said this would allow the Town to apply for funding before any of the identified projects become disasters.

Ms. Ward explained that this process is repeated every five years, which means that again county, local & state officials, along with AVCOG will meet to work together to review & revise the plan. She said she attended those meetings this time, along with the former Lisbon Public Works Director. She said she worked with the former Public Works Director to come up with the list in the plan so that it would be as extensive as possible so that, when the opportunity arises, Lisbon would be eligible for funding. She said it is important to note that we can amend this list anytime.

Ms. Ward said if Council does not approve it, Lisbon would be ineligible for funding that may become available for the projects we need completed. This plan is not a guarantee that Lisbon will receive funding, but it is a condition of eligibility. The most important part for Lisbon is that list of projects we included.

Ms. Ward explained once adopted, a copy is sent to Joanne Potvin, Director of the Androscoggin Unified Emergency Management Agency for forwarding to the Maine Emergency Management Agency Hazard Mitigation Officer who will send them on to the Hazard Mitigation Planners at FEMA for Final Approval.

VOTE (2018-129) Councilor Larochelle, seconded by Councilor Albert moved to adopt the 2018 Hazard Mitigation Plan Resolution and 2017-2018 Androscoggin County Hazard Mitigation Plan as presented. **Order passed - Vote 7-0.**

FISCAL YEAR-2018 HOMELAND SECURITY GRANT

INTRODUCTION: Chief Hagan reported MEMA announced the FY-18 Homeland Security Grant availability. Androscoggin County's award for last year was \$86,054.50. The Lewiston and Auburn Metros get their own awards. As in past years, the amount each applicant receives is based on the total number of applicants. After we set aside the required amount for law enforcement (just under \$24,000 – roughly \$4,800 each) and the County's CERT/CART/RACES Special Teams (\$2,250), we will have about \$60,000 for the remainder of the County's 60 eligible applicants. The Grant's performance period is three years beginning September 1, 2018 and ending August 31, 2021. Chief Hagan requested the Council's approval to apply for and accept these grant funds if awarded.

VOTE (2018-130) Councilor Larochelle, seconded by Councilor Albert moved to authorize staff to apply for and if awarded to accept the FY-18 Homeland Security Grant. **Order passed - Vote 7-0.**

COOK'S LOBSTER & ALE HOUSE - OFF PREMISES CATERING PERMIT CHANGE START TIME

INTRODUCTION: Jennifer Charboneau from Cooks Lobster & Ale House would like to run the beer garden from 5-8pm if possible. The application will need amending to include the earlier start time at 5:00 PM. The Bureau of Alcohol Beverages indicated a letter confirming the Council has no objections to the earlier start-time at 5:00 PM would be sufficient.

New England tent and awning is setting up the tent and they have asked if they can put it up Friday afternoon after they do the tent in the parking lot downtown. They will take it down Sunday Morning. Ross Cunningham is recommending the Council close Campus Ave from Berry Ave to Campus Commons' driveway from 2:00 pm Friday until 12:00 pm on Sunday.

VOTE (2018-131) Councilor Albert, seconded by Councilor Crawford moved to approve Cooks Off Premise Catering Permit request to extend the hours to start the Beer Garden at 5:00 PM on July 14 and to approve Campus Avenue's Street Closure from Berry Avenue to Campus Common's driveway from Friday 2:00 PM to Sunday 12:00 PM. **Order passed - Vote 7-0.**

PLANNING SERVICES CONTRACT

INTRODUCTION: Mrs. Barnes reported the previous planning contract with Community Planning Studio would expire June 30, 2018. They are not offering their services next year. Ben Smith from North Star Planning, LLC has been covering Community Planning Studio's contract. Ben Smith from North Star Planning, LLC is offering Lisbon a new planning agreement for a one (1) year term from July 1, 2018 thru July 1, 2019 for \$21,250.00. This contractor would also provide staffing support for the Planning Board, planning, implementation, and coordination associated with community planning initiatives in Lisbon, and assists the Economic & Community Development Director.

COUNCILOR COMMENTS: Councilor Larochelle said Lisbon should track this better to see what this money is spent on so we can streamline it a little bit next year. Councilor Kolbe asked that deadlines be included for these projects. Councilor Ward requested this agreement include quarterly reporting.

VOTE (2018-132) Councilor Albert, seconded by Councilor Lunt moved to authorize a new 1-year Planning Contract with North Star Planning, LLC in an amount not to exceed \$21,250.00, to add quarterly reporting to the contract, and authorize the Town Manager to sign the agreement. **Order passed - Vote 7-0.**

SEWER SYSTEM UPGRADE BID AWARD

INTRODUCTION: Steve Aievoli reported on June 13, 2018 he opened the bids for the Phase 1 Sewer Improvements project. The estimated costs for Phase 1 are \$1,600,000. See the following three bids received:

St. Laurent & Son Inc.	Lewiston, Maine	\$1,108,825.00
Nitram Excavation	Benton, Maine	\$1,498,999.00
Ranger Contracting	Winslow, Maine	\$1,609,930.00

The scope of work for Phase 1 consists of the following sewer replacements:

1. Park Street, Nason Street, Andrea Street, Madelyn Street and Whitney Street- Replace entire gravity sewer line
2. Osborn Street- Replace 810' of gravity sewer line
3. Ferry Road from Pinewoods Road to Marshall Street- Replace entire gravity sewer line

COUNCILOR COMMENTS: Councilor Ward said this should be a solid bid; Lewiston has done business with them before. Councilor Larochelle pointed out they did the work on our walking trail as well.

Mr. Aievoli said he was happy with the price, although there may be change orders along the way; however, the savings would allow additional projects to be completed.

VOTE (2018-133) Councilor Albert, seconded by Councilor Larochelle moved to award the bid to St. Laurent & Son Inc. in the amount of \$1,108,825.00 contingent on USDA Rural Development approval. **Order passed - Vote 7-0.**

INTRODUCTION: Mr. Martin explained that AVCOG had extended the agreement for road salt purchases with Eastern Salt Comp-any, Inc. for the 2018-2019 winter season at a 2.8% increase over the previous year. Lisbon paid \$56.61 during the 2017-2018 winter season. Below is a summary of the pricing.

Region	2017-2018 Price per Ton
North Region	\$63.35
South Region	\$58.20

Lisbon is located in the South Region. Mr. Martin recommended accepting the Eastern Salt price of \$58.20 per ton.

VOTE (2018-134) Councilor Brunelle, seconded by Councilor Larochelle moved to accept the AVCOG Joint Purchase with Eastern Salt for \$58.20 per ton for road salt. **Order passed – Vote 7-0.**

MMA OFFICIAL BALLOT FOR LEGISLATIVE POLICY COMMITTEE

VOTE (2018-135A) Councilor Ward, seconded by Councilor Larochelle moved to cast a ballot for Anthony Ward and Mark Lunt to the Maine Municipal Association's Legislative Policy Committee. **Order passed - Vote 7-0.**

OTHER BUSINESS

D. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert indicated there was nothing to report since school is out.
2. Planning: Councilor Ward indicated there was nothing to report.
3. Water Commission: Councilor Brunelle indicated he was not able to make the last meeting so nothing to report.
4. LDC: Councilor Larochelle said his committee did a walk around downtown looking for ideas to accomplish. He said the Lisbon Business Façade Program is nearing its end and LDC would like to amend the Façade Program to include purchasing benches, trash receptacles, and a few other things that would enhance the areas at both ends of town. If the money is not used it will go back. He said if the Council amended the program's guidelines to allow the town to use this federal money to buy benches, receptacles, etc., then we get to purchase the items we need in both downtowns.

VOTE (2018-135B) Councilor Larochelle, seconded by Councilor Albert moved to amend the Lisbon Façade Grant Guidelines to add that all municipal eligible projects be exempt from the 50% minimum cash match, to add that town amenities approved by CDBG are eligible for grant funds, to add on page 3 trash receptacles, benches, and kiosk, and to designate up to \$10,000 to be use for town amenities.

Mrs. Barnes reported the final drawn down must happen no later than December 21 this year, which means all approved projects have to be completed by that date. This includes obtaining owner signatures on construction contracts as well. She mentioned she would be requesting LDC set a deadline for accepting any future applications for this grant because we are getting to the point when completing the process, obtaining the bids, and completing it is not possible.

Order passed - Vote 7-0.

5. Conservation Commission: Councilor Ward reported the two invasive Norway Maple trees at Gazebo Park will be removed and two new Red Maple trees will be planted in their place.
6. Recreation: Councilor Kolbe said she had nothing to report.
7. County Budget: Councilor Ward said he had nothing to report.
8. Library: Councilor Lunt said the reading program kicked off today with the magic show. It looks like a fun summer.

E. TOWN MANAGER'S REPORT

Mrs. Barnes asked the Council if they were okay with setting a public hearing for September 18 to talk about a dangerous building (the old Tavern) at 340 Ridge Road that sets on the town line between Sabattus and Lisbon. She said she was not ready to have the Council do that tonight, but would like to move forward and notify our attorney to proceed. She suggested that meeting start at 6:00 pm to allow the Sabattus Selectmen time to get here and back to their meeting, which starts at 7:00 PM. Councilor Ward indicated that should be fine. There were no objections noted.

Councilor Ward asked Mrs. Barnes to check with Anthony Ward, Sabattus Town Manager if they have anyone that could fill the Androscoggin County Budget Committee seat to allow Councilor Lunt to step down.

F. MOXIE TRANSITION TO RECREATION DEPARTMENT

Item Taken Up After Good News & Recognition Above

G. KNIGHT CELOTEX UPDATE

Mrs. Barnes said she and Dennis Douglass, CEO will be attending a meeting in Topsham this week with the Topsham Town Manager, Topsham CEO, along with the property owner.

H. DEPARTMENT HEAD WRITTEN REPORTS

Councilor Ward recognized the Police & Fire Departments for specific things that they are working on. He mentioned new educational resources, patrols performed, Fire Department trainings, and those kinds of things.

APPOINTMENTS

VOTE (2018-136) Councilor Larochelle, seconded by Councilor Lunt moved to appoint Ben Smith to the Board of Appeals. **Order passed - Vote 7-0.**

ANNUAL REAPPOINTMENTS

VOTE (2018-137) Councilor Larochelle, seconded by Councilor Crawford moved to appoint the following individuals to the following boards and committees:

Donald Fellows	Assessment Review Board
Miriam Morgan-Alexander	Assessment Review Board
Bruce Marshall	Board of Appeals
Lisa Ward	Board of Appeals
Richard Nadeau	Conservation Commission
Michael Crosskill	Library Governing Board
Claire Paquette	Library Governing Board
Eric Metivier	Planning Board, Alternate
Scott Hall	Planning Board, Regular
Karin Paradis	Planning Board, Regular
Lindsay Larochelle	Recreation Committee

Order passed - Vote 7-0.

CDBG ADVISORY COMMITTEES – DESIGNATE LDC MEMBERS

VOTE (2018-138) Councilor Larochelle, seconded by Councilor Lunt moved to designate the LDC members to all CDBG Advisory Committees. **Order passed - Vote 7-0.**

COUNCILOR COMMUNICATIONS

Councilor Albert recognized Dean Hall for his 40 years of service as a teacher in the Lisbon School System. He said many parents may have had him for a teacher and then their children had him. His contributions as a teacher were great for those kids. He wished him well said enjoy those retirement years.

Councilor Albert said hats off to the new Public Works Director, who recently attended LDC's last meeting. He said it was so nice to see him there; we just have the right people in the right place to make it all happen.

AUDIENCE PARTICIPATION FOR NEW ITEMS

Dorothy Fitzgerald asked how much money was in the undesignated fund balance. Councilor Ward said \$2,816,000 prior to taking the \$475,199 out this evening, leaving approximately \$2,300,000.

Mrs. Fitzgerald said she would like something done to bring attention to the garden at the entrance of School Street so vehicles will stop damaging the bushes and trees there. Previously, one driver destroyed the decorative mill wheels there. She suggested a solar light might help.

EXECUTIVE SESSION

VOTE (2018-139A) Councilor Albert, seconded by Councilor Larochelle moved to go into Executive Session at 8:04 PM per 1 MRSA Section 405(6) (C) Acquisition or Disposition of Real Property or Economic Development. **Order passed – Vote 6-0-1. (Abstaining: Brunelle)**

The Council excused Councilor Brunelle from the Executive Session. The Council came out of executive session at 8:40 PM and resumed the meeting.

VOTE (2018-139B) Councilor Ward, seconded by Councilor Crawford moved to accept \$52,000 bid for 385 Lisbon from Christopher Brunelle, less 10% brokerage fee, for \$46,800 payable to the Town of Lisbon, and authorize the Town Manager to sign the Contract.

Councilor Brunelle announced he submitted a bid so he would be abstaining.

Order passed – Vote 6-0-1 (Abstained: Brunelle)

ADJOURNMENT

VOTE (2018-140) Councilor Albert, 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: July 10, 2018