



**TOWN COUNCIL  
MEETING MINUTES  
AUGUST 14, 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 Larochele, 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, and Crawford.

**VOTE (2018-149B)** Councilor Ward, seconded by Councilor Brunelle moved to excuse Councilor Larochele’s absence. **Order passed - Vote 6-0.**

Also present were Diane Barnes, Town Manager; Tracey Steuber, Economic Development Director; Marc Hagan, Police Chief; Tom Martin, Jr., Public Works Director; Nate LeClair, Fire Chief; Miriam Alexander-Morgan, Assessment Review Board/Appeals Board Member; and approximately 30 citizens in the audience.

**GOOD NEWS & RECOGNITION - NONE**

**PUBLIC HEARING**

**A. AMENDMENTS TO ARTICLE IV, DIVISION 1  
SECTIONS 50-261 THRU 267 ATV ORDINANCE & REPEAL ATV TRAIL MAP**

Mrs. Barnes explained what the changes were. Roger Bickford mentioned the new access routes on Wing Street, Route 9, and Route 196. He said that the club would be putting signs up on the new access routes that would include the speed limit for town ways. He said Wing Street, Route 9, and Route 196 were the safest and easiest ways to get downtown for gas, food, and onto other trails. He mentioned that he would like the two ATV groups to get together to create an accurate ATV Trail Map.

Councilor Ward pointed out the Council’s annual review is coming up in December. He advised the ATV clubs to get together to be ready for that as well.

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

**AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS – NONE**

**CONSENT AGENDA**

**VOTE (2018-149A)** Councilor Kolbe, seconded by Councilor Albert moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

#4	\$429,828.08	#7	\$141,860.90
#8	\$7,608.75	#9	\$209,137.36
#10	\$18,074.16	#11	\$222,006.68
#12	\$24,640.80	#13	\$2,749.50
#14	\$151,684.12	#15	\$17,977.12

B. School Accounts Payable & Payroll Warrants -

#1	\$383.48	#1000	\$ 299,066.52
#1001	\$14,586.21	#1002	\$263,645.55
#1003	\$10,195.53	#1071	\$369,982.79
#1827	\$180,571.58	#1004	\$261,508.13
#1005	\$10,195.53	#1828	\$143,428.90
#1006	\$313,665.18		

C. Council Meeting Minutes of July 10, 2018 & Special Meeting Minutes of July 26, 2018

D. Set Public Hearing on September 18 for Dangerous Building – Old Tavern

E. Acknowledge receipt of the Lisbon Area Christian Outreach’s thank you letter

**Order passed - Vote 6-0.**

**COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS**

*Item taken out of order – no objection noted.*

**ORDINANCE – ADOPT AMENDMENTS TO ARTICLE IV, DIVISION 1, SECTIONS 50-261 THRU 267 ATV ORDINANCE & REPEAL ATV TRAIL MAP**

***First Reading***

**VOTE (2018-158)** Councilor Brunelle, seconded by Councilor Kolbe moved to adopt the ATV Ordinance amendments as presented to Article IV, Division 1, Sections 50-261 through 267, which repeals the ATV Trail Map as follows:

**ARTICLE IV. - RECREATION ACTIVITIES ON PUBLIC WAYS  
DIVISION 1. - GENERALLY**

**Sec. 50-261. - Purpose.**

The purpose of this ordinance is to authorize the operation of ATVs on designated roadways in the Town of Lisbon.

**Sec. 50-262. - Definitions.**

*Accompanied by adult.* "Accompanied by an adult" means, with respect to operation of an ATV, within visual and voice contact and under the effective control of a child's parent or guardian or another person 21 years of age or older.

*All-terrain vehicle or ATV.* "All-terrain vehicle" or "ATV" means a motor-driven, off-road, recreational vehicle capable of cross-country travel on land, snow, ice, marsh, swampland or other natural terrain. "All-terrain vehicle" or "ATV" includes, but is not limited to, a multitrack, multi-wheel or low-pressure tire vehicle; a motorcycle or related 2-wheel, 3-wheel or belt-driven vehicle; an amphibious machine; or other means of transportation deriving motive power from a source other than muscle or wind. For purposes of this subpart, "all-terrain vehicle" or "ATV" does not include an automobile as defined in 29-A M.R.S. § 101(7); an electric personal assistive mobility device as defined in 29-A M.R.S. § 101(22-A); a truck as defined in 29-A M.R.S. § 101(88); a snowmobile; an airmobile; a construction or logging vehicle used in performance of its common functions; a farm vehicle used for farming purposes; or a vehicle used exclusively for emergency, military, law enforcement or fire control purposes.

*ATV access route.* For the purpose of this ordinance, an ATV access route shall be defined as a public way maintained by the Town of Lisbon and designated by the Town Council as an ATV access route. ATV's are only to be used by the public on such designated public ways to gain access to the Lisbon ATV Trail System.

*Lisbon ATV Trail System.* A designated path commonly used and maintained for ATVs which is administered, in part, by the Town of Lisbon in association with a designated ATV Trail Organization.

*Public way.* "Public way" means a way, owned and maintained by the State, a county or a municipality, over which the general public has a right to pass.

Sec. 50-263. - Use and operation of Lisbon ATV access routes.

- (a) Operation of an ATV within the Town of Lisbon shall comply with 12 M.R.S. § 13157-A, Operation of ATVs.
- (b) Use and operation of an ATV on a public way shall not obstruct or interfere with the use of the way by traffic or pedestrians.
- (c) The Lisbon ATV access routes will be posted as OPEN from June 1st thru October 31st from sunrise to sunset. All other times/dates the ATV access routes will be posted as CLOSED.
- (d) Each year, in the month of December, prior to the opening of the ATV access routes and Lisbon ATV Trail System, the designated ATV Committee shall be designated or re-designated by the Lisbon Town Council and an annual review of the ATV access routes and Lisbon ATV Trail system shall be conducted. The review will be performed by the Town Manager, Chief of Police or designated officer, Public Works Director, and a designated representative of the ATV Trail Committee.
- (e) Operators under the age of 18 must have a valid driver's license and/or be accompanied by an adult age 21 or older.

Sec. 50-264. - ATV access routes.

The town council does hereby designate the following portions of public ways as ATV access routes, with travel limited to the extreme right of the public way in the same direction as motor vehicle traffic. The posted speed limit for ATV's on ATV access routes shall be ten miles per hour and signs designating the ATV access route and the speed limit shall be conspicuously posted. ATV access routes have been established using guidelines under 12 M.R.S. § 13157-A § 6(H).

- (1) Miller Road.
- (2) Ferry Road (between Miller Rd. and Bretton Rd.).
- ~~(3) River Road.~~
- ~~(4) (3) Wagg Road.~~
- ~~(5) (4) County Road.~~
- ~~(6) (5) Burrough Road (from Route 125 to Bowdoin Town Line).~~
- ~~(7) (6) Gould Road (from Route 125 intersection westerly to #75 Gould Road).~~
- (7) Wing Street (From #48 Wing Street to the Wing Street / Route 9 intersection)
- (8) Route 9 (From intersection of Wing Street to Route 196)
- (9) Lisbon Street/Route 196 (From intersection of Route 9 to #568 Lisbon Street/Route 196)
- ~~(8) (10) Scottsdale Street.~~
- ~~(9) (11) Huston Street (from intersection of Scottsdale Street westerly on Huston Street to end).~~
- ~~(10) Rte 196 (between #580 Lisbon Street and #610 Lisbon Street).~~
- ~~(11) (12) Capital Avenue.~~
- ~~(12) (13) Summer Street (from Main Street, Rte 125, to intersection of Edgecomb Road).~~
- ~~(13) (14) Edgecomb Road (from intersection of Summer Street westerly to start of Transmission Line trail).~~
- ~~(14) (15) Cotton Road.~~
- ~~(15) (16) Pinewoods Road (from intersection of Cotton Road Southwesterly to the Pinewoods Road Recreational fields).~~

## Sec. 50-265. - Signs.

Designated ATV access routes shall be posted along the public ways to clearly define the approved access route. Posted signs shall include the 10 MPH speed limit and the designated ATV access route. The designated ATV Trail Organization shall be responsible for production, placement and overall maintenance of the signage. This shall be done in coordination with and approval of the Lisbon Public Works Department.

## Sec. 50-266. - Penalty for violation of division.

Penalties for violation of this division shall be as follows:

- (1) On the occasion of the first violation, the individual violator will be issued a warning, which shall contain the name and address of the violator, the nature of the violation and the location of the violation.
- (2) On the second and subsequent violations:
  - a. Second violation—\$50.00 fine.
  - b. Third violation—\$100.00 fine.
  - c. Fourth and subsequent violations—\$200.00 fine.
- (3) This ordinance shall be enforced by the Lisbon Police Department.

~~Sec. 50-267.—ATV Trail Map. Repealed (C.M. of 08-14-2018 V. 2018-158)~~

~~The Lisbon ATV Trail Map is attached as part of this ordinance.~~

~~C:\Users\tycette\AppData\Local\Packages\Microsoft.MicrosoftEdge\_8wekyb3d8bbwe\TempState\images\50-267.png~~

~~Footnotes:~~

~~—(5)—~~

~~Editor's note—This Route Map is inaccurate and is being revised. For now, please follow trail signs on the trails.~~

**Roll Call Vote: Yeas – Albert, Lunt, Crawford, Ward, Kolbe, and Brunelle. Nays - None. Order passed - Vote 6-0.**

### SCHOOL DEPARTMENT CAPITAL RESERVE REQUEST

**INTRODUCTION:** Allen Ouellette, representing the School Department would like Council's permission to utilize \$15,000 from the School's Capital Reserve Account to pay for the concept design and estimate to build a Performing Arts Center at L.H.S. in the former gymnasium. Superintendent Green mentioned the Capital Reserve Fund has allowed the Lisbon School Committee to use existing money for these projects without having to increase the taxpayer's local share. The current balance in the School's Capital Reserve Account is \$55,000 and this request would utilize an amount not to exceed \$15,000.

**VOTE (2018-150)** Councilor Crawford, seconded by Councilor Albert moved to authorize the Lisbon School Committee permission to expend an amount not to exceed \$15,000 from the School's Capital Reserve Account to pay for the concept, design, and estimate to build a Performing Arts Center at L.H.S. in the former gymnasium. **Order passed - Vote 6-0.**

### REQUEST TO GO OUT FOR CRUISER BIDS

**INTRODUCTION:** Chief Hagan requested permission to solicit bids for one (1) new Ford Interceptor SUV that the Council approved in the current budget. He indicated he would request bids for any leftover 2018 Ford SUV's if there were any available, rather than request 2019's, which won't go into production for several months. If none were available then he would ask for bid proposals for 2019's.

The new cruiser will replace car #3, which is a 2015 Ford Explorer with over 90,000 miles on it. He asked the Council if they would like to trade that in or transfer it to another department for their use.

**COUNCILOR COMMENTS:** Councilor Albert suggested passing this vehicle on to another department or replacing the one we previously handed down.

Mrs. Barnes said that would be a great idea. She recommended selling the old Crown Victoria out right. Councilor Ward suggested maybe using the Auctions International Contract to get rid of, if that helps.

**VOTE (2018-151)** Councilor Brunelle, seconded by Councilor Crawford moved to authorize the Police Chief permission to solicit bids for a new 2018 or 2019 Ford Interceptor SUV, to exchange the vehicle being replaced with the old Crown Victoria in the Sewer Department, and then sell the Crown Victoria. **Order passed - Vote 6-0.**

### ASSET FORFEITURE FUNDS

**INTRODUCTION:** Chief Hagan explained M.R.S. Title 29 § 158-Asset Forfeiture funds and how they must be used for law enforcement equipment, which does includes firearms. Recently, Council authorized spending up to \$7,800 from unassigned fund balance to purchase new rifles for the Police Department. There is \$20,758.34 in the Drug Forfeiture account. He asked the Council if they wanted to use forfeiture funds to purchase the weapons instead and explained that we currently do not have a staff person working with the drug enforcement agency so replenishment of forfeiture funds is uncertain. He reported Council has used these assets in the past for matching grant funds to purchase radar equipment, etc. for law enforcement purposes.

**COUNCILOR COMMENTS:** Councilor Ward said he had not even thought about using forfeiture funds for this purchase during budget deliberations. He asked Chief Hagan if there were adequate funds in the forfeiture account to cover this purchase. Chief Hagan said yes and that there should be a sufficient amount left after taking out the \$7,800 for weapons.

**VOTE (2018-152)** Councilor Brunelle, seconded by Councilor Albert moved to change the funding source from undesignated to forfeiture funds to purchase these weapons. **Order passed - Vote 6-0.**

### STREET SWEEPER REPAIRS

**INTRODUCTION:** Mr. Martin reported the town's street sweeper is in disrepair. He said we are at a point where we need to make a decision to reinvest or upgrade this unit. This unit was to be replaced last year according to the Capital Improvement Program; however, it appears during the last budget cycle this item was pushed out three more years.

Mr. Martin reported our sweeping program is far from what it should be. Some of that may fall on workload vs. available personnel, but it has a lot to do with equipment reliability. He recommended the Council entertain the idea of repairing or upgrading this unit.

Mr. Martin reported they had explored a lot of options. Most sweepers were into the 10's of thousands of dollars to purchase and there is no budget for that. He mentioned the following:

- The trade- in value as it sits: Viking Cives Quote - \$20,000
- Cost for parts to repair everything: Viking Cives Quote- \$24,000-\$30,000
- Cost to repair belts and sockets in-house: \$5,700 with a 2yr warranty
- Sweeper Value after repairs: \$20,000-\$30,000

**COUNCILOR COMMENTS:** Councilor Ward suggested Viking Cives assist the town's mechanic at Public Works with the belt and socket repairs and that, while Viking Cives is on site, they provide the town a list including estimates for whatever else needs to be done to that unit. Councilor Brunelle pointed out that this would

not include the works for \$24,000, just the belt(s), socket(s), etc. for \$5,700 plus or minus. Councilor Ward said he was okay with doing those repairs and paying Viking Cives to assist Public Works as needed.

**VOTE (2018-153)** Councilor Brunelle, seconded by Councilor Albert moved to authorize the belt(s) and socket(s) repairs, assistance from Viking Cives as needed, and to obtain a list of whatever else needs to be done from Viking Cives including cost estimates for the street sweeper. **Order passed - Vote 6-0.**

## PAVING BID

INTRODUCTION: Mr. Martin requested Council reconsider their paving award for this season's paving contract. He also requested permission to remove \$34,000 from this season's paving budget to fund the Shoulder Rehabilitation Bid.

A recommendation at the last Council meeting was to award the paving contract to All States Asphalt. An amendment was made to adjust the contract down to \$425,000. Mr. Martin said the All States Asphalt bid numbers were nearly 10% lower. He suggested the town take advantage of that and amend their vote adopted July 10, 2018 to the \$588,691.62 with the understanding that the town would not expend more than \$390,000 this season and that the remainder of these funds would be expended in the Fiscal Year 2020.

Mr. Martin presented a copy of Lisbon's Paving Plan to the Council. He explained in detail the list of roads to do, pointing out that some coincide with sewer projects.

COUNCILOR COMMENTS: Councilor Ward said he would like to hold the line on paving and recommended changing their previous motion to \$130,000 to pave Warren Circle, Amalfi Drive, and Park Street. He proposed that Council could then consider Change Orders next spring as needed.

**VOTE (2018-154)** Councilor Ward, seconded by Councilor Kolbe moved a friendly amendment to Votes 2018-143A and 2018-143B adopted at the July 10, 2018 meeting replacing the amount not to exceed as "\$130,000" and adding "to pave Warren Circle, Amalfi Drive, and Park Street, and to consider Change Order next spring." **Amendment #1 voted - Order passed - Vote 6-0.**

## AWARD BID FOR PAVING BOND SHOULDER WORK

INTRODUCTION: Mr. Martin reported Lisbon requested proposals for Shoulder Rehabilitation work on approximately six (6) miles of newly paved roads. The scope of services included all equipment, fuel, and labor associated with the following:

Shoulder grading:

- Pull in shoulder material where applicable and grade to pavement. Compact.
- Spread new shoulder material supplied by Town with shoulder machine. Compact
- Remove excess material with Skid steer/Loader

Lawn Grading:

- Pull in lawn material where applicable and grade to pavement. Compact.
- Spread new lawn material supplied by Town with shoulder machine. Compact
- Remove excess material with skid steer.

Only one bid was received: Morin Excavation of Auburn for \$34,000 for 80 hours

Mr. Martin pointed out this package would assist Public Works with regrading, rehabilitating, and rebuilding the shoulders of the roads completed with road bond funds, plus those in last years' paving program. He recommended awarding the bid to Morin Excavating Inc. and requested authorization to remove \$34,000 from this seasons paving budget to fund the Shoulder Rehab bid.

**VOTE (2018-155)** Councilor Ward, seconded by Councilor Kolbe moved to award the bid to Morin Excavating Inc. in an amount not to exceed \$34,000 and to allocate these funds from the FY 19 paving program. **Order passed - Vote 6-0.**

### AUCTION INTERNATIONAL CONTRACT

**INTRODUCTION:** The Town of Lisbon is interested into entering into an agreement with Auctions International, Inc. for the sale of Town owned assets “As-Is, Where-Is, subject to our terms by online auction.” This agreement will be in effect for two (2) years unless the seller wishes to terminate.

**VOTE (2018-156)** Councilor Kolbe, seconded by Councilor Albert moved to authorize the Town Manager to enter into an agreement with Auctions International, Inc., to sell Town assets by online auction. **Order passed - Vote 6-0.**

### MTM CENTER – 14 PASSENGER/1 DRIVER BUS PURCHASE

**INTRODUCTION:** Mr. Stevens reported there were passenger busses available from a facility in New York. This bus needs to have low mileage, be ADA compliant with a lift, and not require a CDL license to drive it. The issue is that vehicles become available and sell so quickly that the town does not get a chance to look at them and obtain Council permission in time to purchase them.

**COUNCILOR COMMENTS:** Councilor Ward suggested the town mechanic be allowed to drive out to review the vehicle since he would be the one to maintain it. He said if the town mechanic approves the vehicle, we purchase it right then. Mrs. Barnes said there is one additional option and that is to have another town’s department mechanic nearby give us an opinion. Councilor Ward said he preferred this be someone on our payroll.

Councilor Ward asked how Mr. Stevens planned to pay for this bus. Mr. Stevens said he understood the Council and Town Manager would come up with that plan.

Mrs. Barnes reported \$7,800 is available in designated/undesignated funds since the firearm purchase is coming from forfeiture funds now, and that there is \$10,274 left over from the server upgrade, which Council could re-allocate along with another \$1,312.

Mr. Stevens pointed out the \$7,900 in revenue from the Moxie Car Show for consideration. He said he expected another check for \$300 to come in from the Moxie Car Show, also.

**VOTE (2018-157A)** Councilor Crawford, seconded by Councilor Brunelle moved to purchase a 14-passenger/1 driver bus/van with the town mechanics approval. **Order passed - Vote 6-0.**

**VOTE (2018-157B)** Councilor Brunelle, seconded by Councilor Crawford moved to allocate the following funds for the Recreation Department’s bus purchase:

\$10,274.69 Left from Server Upgrade.  
\$ 1,312.00 Left from the prior server re-designation  
\$ 7,800.00 Riffle purchase from Forfeiture now/Re-designate  
\$19,386.00 Available

**Order passed - Vote 6-0.**

**VOTE (2018-157C)** Councilor Brunelle, seconded by Councilor Albert moved to use the proceeds from the Sunshine Hill group from the Moxie Car Show towards this purchase as well. **Order passed - Vote 6-0.**

Mr. Stevens pointed out this would total around \$27,000. Council suggested Mr. Stevens take the check and town mechanic to New York, have the town mechanic look it over, if it is okay, purchased it, and then drive it back. No objections were noted.

ORDINANCE – ADOPT AMENDMENTS TO ARTICLE IV, DIVISION 1,  
SECTIONS 50-261 THRU 267 ATV ORDINANCE & REPEAL ATV TRAIL MAP

*Item taken out of order – after public hearing above*

### MARIJUANA STOREFRONTS

**INTRODUCTION:** Attorney Stockford pointed out his memo in the packet summarizes some of the recent changes to legislation for recreational or what is now called “adult use establishments” and medical marijuana establishments. He reported in order to allow either recreational or medical marijuana establishments within the town the Council would need to take an affirmative vote to authorize the particular type of marijuana establishment. He said it is clear under the law that the Council has quite a bit of discretion as far as regulating both types of establishments.

Attorney Stockford said the Council could not prohibit or limit the number of medical marijuana registered caregivers in town but could choose not to authorize registered caregiver storefronts (retail stores operated by registered caregivers). He said for each type of establishment, except registered medical caregivers, the Council can choose not to allow any, allow some, and for those the Council chooses to allow, the Council can decide whether to put them within a certain zone, to require performance standards, and/or implement a licensing requirement. The law now clarifies what was ambiguous before. He said the first threshold is to decide whether Lisbon will allow any of these types of businesses, setting aside registered medical caregivers that do not have storefronts. Then if the Council wanted to consider zoning or performance standards according to the town’s ordinance, the appropriate step would be to refer those issues to the Planning Board to come back with proposed ordinances regarding those.

Attorney Stockford said currently Lisbon does not have any regulation of medical marijuana establishments and because they are legal currently someone between now and when the Council makes its final decision on what Lisbon wants to allow could come in and open one and be effectively be grandfathered. The current moratorium has expired. Councilor Ward asked about the period for establishing a moratorium. Attorney Stockford said the earliest the law will go into effect (prohibition/opt in) is in November because the second session of the special legislature has not closed yet so the 90 days before the statute becomes effective has not started. He said it is worth considering a moratorium on medical marijuana establishments other than registered primary caregivers that do not have a retail storefront, until the Council can decide what to do.

**COUNCILOR COMMENTS:** Councilor Ward said a moratorium would ensure that we treat everyone the same. Councilor Ward asked if Mr. Stockford could prepare one for their next meeting. Attorney Stockford replied, yes. It would not take long to update the last one. Councilor Ward said from there the town can decide whether to opt in or not.

**ACTION TAKEN:** Seeing no objections, the Council unanimously directed Attorney Stockford to draft a moratorium for Council consideration at the next meeting.

### KELLY PARK LIGHTS

**INTRODUCTION:** Mr. Martin said he spoke with Premier Development, LLC who requested the town accept the Street Lights located within the right-of-way known as “Premier Drive” and “Champagne Lane.” The developer has provided information as requested by the Town Manager.

Mr. Martin said the Planning Board voted at their regular Planning Board meeting on Thursday, August 9, 2018 to approve and recommend Town Council adopt these streetlights.

**VOTE (2018-160)** Councilor Albert, seconded by Councilor Crawford moved to accept the Street Lights within the right-of-way on Premier Drive and Champagne Lane and authorize the Town Manager to execute all documents to transfer the ownership. **Order passed - Vote 6-0.**



MMA BALLOT FOR VICE PRESIDENT  
& MMA EXECUTIVE BOARD MEMBERS

**VOTE (2018-161)** Councilor Ward, seconded by Councilor Brunelle moved to cast the MMA ballot with the slate of officers as presented. **Order passed - Vote 6-0.**

SCHEDULE MOXIE FESTIVAL WORKSHOP AND DEBRIEFING

**VOTE (2018-162)** Councilor Brunelle, seconded by Councilor Albert moved to schedule a Moxie Festival Workshop and debriefing for 6:00 PM on September 4, 2018. **Order passed - Vote 6-0.**

WRITE-OFF TAXES, SEWER, & DEMOLITION COSTS FOR  
10 UNION STREET

INTRODUCTION: On June 15, 2018, a sewer lien matured on 10 Union Street. As a result, of the foreclosure, we are recommending Council to write-off the bad debt as of August 14, 2018

Tax as of 8/14/2018	Total Water/Sewer as of 8/14/2018	Demolition and Legal Fees	Grand Total
\$ 1,895.75	\$ 755.77	\$ 17,940.00	\$ 20,591.52

**VOTE (2018-163)** Councilor Albert, seconded by Councilor Crawford moved to authorize the Treasurer to Write-Off real estate taxes, sewer fees to include principal, interest, and lien costs, and demolition costs as of August 14, 2018 in the amount of \$20,591.52 for the above piece of land. **Order passed - Vote 6-0.**

REFERENDUM QUESTION & TIMELINE  
FOR MAIN STREET MDOT PROJECT

INTRODUCTION: The timeline was presented for Council review. Any ballot questions will need to be ready for Council's approval on September 4 and any public discussion on the questions would take place on October 16 prior to Election Day.

DISCUSS NOVEMBER 6, 2018 (ELECTION DAY) COUNCIL MEETING DATE

INTRODUCTION: The Town Clerk pointed out the Council meets on the first Tuesday in November, which is Election Day. The Council will need to decide if they would like to change the date for this regular meeting.

**VOTE (2018-166)** Councilor Albert, seconded by Councilor Brunelle moved to hold one Council meeting in November on Tuesday, November 13 and to cancel the November 20 meeting. **Order passed - Vote 6-0.**

AWARD MUNICIPAL RECORDS RESTORATION BID

INTRODUCTION: Mrs. Lycette said request for proposals went out for the Municipal Records Restoration Project. Only one bid was received: Kofile Technologies for \$ 9,955.00

The Kofile Technologies Project Manager, William Stewart performed an on-site survey assessment of all Lisbon's records held in our vault. Kofile Technologies purchased Brown's River a few years ago, which was the previous restoration company the town used. William Stewart has worked with Lisbon for over 20 years. The Town Clerk recommends awarding the bid to Kofile Technologies in an amount not to exceed \$9,955.

**VOTE (2018-165)** Councilor Brunelle, seconded by Councilor Albert moved to award the Municipal Records Restoration Project to Kofile Technologies in an amount not to exceed \$9,955. **Order passed - Vote 6-0.**

## OTHER BUSINESS

### A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said the School Committee had a workshop and talked about the Performing Arts Center and getting design concepts created, the increases for milk, and discussed the Interim Principal position at the Middle School since they appointed that person to Principal recently.
2. Planning: Councilor Ward said they discussed Kelly Park and the 5<sup>th</sup> building, held a comprehensive plan workshop with the town planner, and preliminary discussed with Matt Laffley his application for a small engine repair shop on Village Street.
3. Water Commission: Councilor Ward mentioned Councilor Brunelle wanted to step down as Liaison. Councilor Ward said Mr. Alexander would be sending over updates for the Council until a new liaison comes forward.
4. LDC: Councilor Larochelle was not present.
5. Conservation Commission: Mr. Stevens reported the Norway Maples would be taken down tomorrow. Moxie went very well.
6. Recreation: Councilor Kolbe mentioned the summer recreation program ended.
7. County Budget: Councilor Ward said the first meeting begins in September.
8. Library: Councilor Lunt reported the Library is moving ahead with carpet replacement.

### B. TOWN MANAGER'S REPORT

Mrs. Barnes reported the town was not successful in getting the local efficiency grant we applied for to help with Lisbon Emergency. The downtown lights are supposed to be installed this week.

Mrs. Barnes reported the Assessor completed the tax commitment today and the new rate is \$24.84, which is an increase of \$1.64 or around a 7% increase.

Mrs. Barnes said Durham notified the Lisbon Police Department that it would not be renewing its communications center agreement for dispatch services moving forward. It expires in December. She said they are trying to set up a meeting with the Durham Selectmen to discuss it before they make their final vote.

### C. DEPARTMENT HEAD WRITTEN REPORTS

Councilor Ward thanked the Water Department for adding theirs to the Council's monthly report program.

### D. ENGINE 7 REPLACEMENT UPDATE

Chief LeClair said he was advised by his Engine Replacement Planning Committee that they are ready to go to the next step, which is a referendum to vote to proceed to purchase the replacement for Engine 7. This vehicle was supposed to be done in 2019 according to the CIP. The cost for replacement is between \$650,000 and \$675,000. Councilor Ward said the Council needs to do whatever it needs to do to get this on the ballot for November. Mrs. Barnes said she would have Dan Pittman draw up the order, notice, and question for the ballot for November. Chief LeClair said that would be a good thing since the industry standard is a 3%-5% increase every year and there could be a major increase with the increase tariffs on steel and aluminum.

### E. CDBG DOWNTOWN REVITALIZATION GRANT

## LISBON STREET/VILLAGE STREET SCOPE OF WORK UPDATE

Mr. Martin explained the scope of work for this project and pointed out it would include granite curbs, sidewalks, brickwork, adding one bus shelter, and upgrading the other bus shelter for this first phase of the project.

Councilor Albert suggested concentrating on the Village Street portion first to make the biggest visual impact. Mr. Martin indicated the sidewalk on Webster from Farwell to the bridge was included to increase pedestrian safety at the intersection.

## APPOINTMENTS

### RECREATION COMMITTEE & LISBON DEVELOPMENT COMMITTEE

**VOTE (2018-167)** Councilor Lunt, seconded by Councilor Kolbe moved to reappoint Tim Carville a regular member on the Recreation Committee, reappoint Heather Curtis an alternate member on the Recreation Committee, and Dean Willey to the Lisbon Development Committee to 2020. **Order passed - Vote 6-0.**

## COUNCILOR COMMUNICATIONS

Councilor Ward asked Mrs. Barnes to start scheduling Department Heads Goal Updates to the Council so that they get completed prior to the Election and turnover on the Council.

Councilor Kolbe asked that agenda items be lumped together for presentation by the department heads at one time so they do not have to hang around until all their items are done.

Councilor Albert asked Ms. Steuber to obtain an update for the Council on lettering and logo's for our bus, the Lisbon Connection.

## AUDIENCE PARTICIPATION FOR NEW ITEMS

Chief LeClair said the Fire Department is 84 calls ahead of where it was last year at this time and that it is challenging from 8AM to 6PM when our town volunteers are at work.

## EXECUTIVE SESSION

**VOTE (2018-169&170)** Councilor Kolbe, seconded by Councilor Albert moved to go into Executive Session at 8:51 PM per 1 MRSA Section 405(6) (E) Consultations with Legal Counsel and 405 (6) (C) Acquisition or Disposition of Real Property or Economic Development. **Order passed – Vote 6-0.**

The Council came out of executive session at 9:40 PM and resumed the meeting.

**VOTE (2018-171A)** Councilor Crawford, seconded by Councilor Albert moved to award an additional \$92 of CDBG Façade Grant Funds to Michael Kolster owner of 5 Main Street for the completion of his façade work. This award is based on a change order and will not exceed the allowable maximum amount of \$20,000 and to award \$20,000 of CDBG Façade Grant Funds to Daniel & Michelle Thibeault owners of 14 Main Street the King Block; the scope of work will include brick work, window and door replacement and will be contingent on available funds. **Order passed – Vote 6-0.**

## ADJOURNMENT

**VOTE (2018-171B)** Councilor Kolbe, seconded by Councilor Albert moved to adjourn at 9:42 PM. **Order passed – Vote 6-0.**

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Twila D. Lycette, Council Secretary  
Town Clerk, Lifetime CCM/MMC  
Date Approved: September 4, 2018