



**AGENDA**  
**COUNCIL MEETING**  
**FEBRUARY 4, 2020**  
**LISBON TOWN OFFICE**  
**7:00 P.M.**

**Town Council**

Allen Ward, Chair  
Norm Albert, Vice Chairman  
Donald Fellows  
Jeffrey Ganong  
Kasie Kolbe  
Fernand Larochelle, Jr.  
Mark Lunt

1. CALL TO ORDER & PLEDGE TO FLAG
2. ROLL CALL  

\_\_\_ Councilor Albert

\_\_\_ Councilor Fellows

\_\_\_ Councilor Ganong

\_\_\_ Councilor Kolbe

\_\_\_ Councilor Larochelle

\_\_\_ Councilor Lunt

\_\_\_ Councilor Ward

Town Clerk reading of meeting rules
3. GOOD NEWS & RECOGNITION
4. PUBLIC HEARINGS
5. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS
6. CONSENT AGENDA  

2020-22 ORDER—A. Municipal Accounts Payable & Payroll Warrants -

# 01242020	\$ 5,111.79	# 2001W3	\$ 15,050.66
# 200130	\$ 151,613.14	# 01302020	\$ 6,179.04
# 242020	\$ 283,942.64		

B. School Accounts Payable & Payroll Warrants -

# 31	\$ 3,204.07	# 1055	\$ 13,221.29
# 1054	\$ 339,214.05	# 1056	\$ 7,334.37
# 1057	\$ 66.24	#2013	\$ 101,534.42

C. Minutes of January 21, 2020

D. Set Polling Location, Polling Hours, and Board of Registration Hours for Presidential Preference Primary Election on March 3

E. Set a public hearing for February 18 for the Railroad Restaurant & Pub
7. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES  

2020-23 ORDER – Transfer Station Compact Trailer Purchase

2020-24 ORDER – COPS Hiring Program Grant

2020-25 ORDER – Manufactured Mobile Home Park License for Avery Street Mobile Home Park Trust

2020-26 ORDER – Amend to Chapter 10 Medical Marijuana Establishments, Section 10-603, 605, & 606 – *First Reading*
8. OTHER BUSINESS  

A. Council Committee Reports:

1. School (Councilor Albert)	5. Recreation (Councilor Albert)
2. Planning Board (Councilor Fellows)	6. County Budget (Councilor Ward)
3. LDC (Councilor Larochelle/Albert)	7. Library (Councilor Lunt)
4. Conservation Commission (Councilor Ward)	8. Water Department (Councilor Fellows)

B. Town Manager's Report
9. APPOINTMENTS  

2020-27 ORDER – Appoint Warden for March 3 Presidential Preference Primary – Rick Roberts
10. COUNCIL COMMUNICATIONS
11. AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS
12. EXECUTIVE SESSION
13. ADJOURNMENT  

2020-28 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](http://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, Chairman  
Norm Albert, Vice Chair  
Donald Fellows  
Jeffrey Ganong  
Kasie Kolbe  
Fernand Laroche, Jr.  
Mark Lunt

## MEMO

To: Town Council  
From: Diane Barnes, Town Manager  
Subject: Recommendations  
Date: February 4, 2020

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### **Agenda Item 2020 – 23 Transfer Station Compact Trailer Purchase**

Town of Lisbon, Public Works Department sent a request for Bids for a Steel Transfer Trailer based on required specifications noted in the bid packet.

Bids were sent via email on January 22, 2020, to all companies wanting to submit. The cut off time for submission of all sealed bids to the town was January 29, 2020 @ 10:00 am.

The companies that were sent a request for bids were Messer Truck Equipment, KNL Holdings LLC / Steco Trailer and Spector Manufacturing Inc. In order, the bids received and opened are as followed:

1. Messer Truck Equipment - \$101,671.50
2. KNL Holdings LLC / Steco Trailer - \$79,029.00
3. Spector Manufacturing Inc.- \$75,878.00

After thorough review of each submitted bid, we recommend that the winning bid go to Spector Manufacturing Inc, in the amount of \$75,878.00 due to the lower cost, no down payment and also because the specs within their bid packet meet our specification needs. The funding sources are \$50,000 from the CIP line of the Transfer Station budget and \$50,000 designated from Unassigned Fund Balance.

### **Recommendation**

**Award the bid to Spector Manufacturing Inc. in the amount of \$75,878.00.**

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### **Agenda Item 2020 – 24 COPS Hiring Program Grant**

The police department would like to apply for a 2020 COPS Hiring Program (CHP) Grant. This is a competitive Federal program designed to advance public safety through community policing by addressing the full-time sworn officer needs of state, local, and tribal law enforcement agencies nationwide. CHP provides funds directly to law enforcement agencies to hire new or rehire existing career law enforcement officers, and to increase their community policing capacity and crime prevention efforts.

The removal of a previous SRO position in Lisbon has substantially limited the amount of time our remaining SRO has available to spend in any individual school. The addition of the Gartley Street School has further

limited our SRO's time in any one venue. If the Federal funding request was approved it would provide a second School Resource Officer to the community.

The grant program provides **75% of the approved salaries and fringe benefits** of the newly hired officer, over a three year (36 months) grant period. There is a 25% local cash match each year, as well as a 12-month retention requirement for the position funded after 36 months, for a 4-year total commitment. The grant requires that the officer deployed into the SRO position spend a minimum of 75% of their time in and around primary and/or secondary schools, working on youth-related activities.

The Lisbon Police Department would be responsible for the 25 percent match of approximately \$22,690 over the entire 4-year period. The Federal Government would cover 75 percent of the cost over the initial 3 years, with the Lisbon School Department funding the fourth and ongoing years. Notifications of grant acceptance are currently estimated to be in the fall of 2020. This position would then be filled for the fall of 2021.

The grant deadline is March 11, 2020. If given Council permission to move forward with the grant application the police department administrators will go before the Lisbon School Board on February 10<sup>th</sup> to seek their commitment to this program. It should be noted that the Town could remove itself from this grant process at any point prior to the hiring of the officer.

#### **Recommendation**

**To authorize the Police Chief/Town Manager to apply for a 2020 COPS Hiring Program (CHP) Grant.**

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#### **Agenda Item 2020 –25 Manufactured Mobile Home Park License For Avery Street Mobile Home Park Trust**

Michael Brown is applying for his first Manufactured Mobile Home Park License for Avery Street Mobile Home Park Trust upon behalf of ME Home Buyer, LC.

#### **Recommendation**

**To approve the Manufactured Mobile Home Park License for Avery Street Mobile Home Park Trust.**

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#### **Agenda Item 2020 –26 ORDINANCE – Amend Chapter 10 Article XI Medical Marijuana Establishments Sec 10-603, 10-605, and 10-606**

Adds definitions used in the State of Maine's rules and regulations, and clarifies items required to be submitted with local applications.

#### **Recommendation**

**Adopt proposed amendments, set a public hearing for February 18, 2020, and add it to the agenda for a second reading.**





## TOWN COUNCIL MEETING MINUTES JANUARY 21, 2020

Fern Larochelle 2020  
Normand Albert, Vice Chair 2021  
Kasie Kolbe 2021  
Allen Ward, Chairman 2021  
Mark Lunt 2022  
Donald Fellows 2022  
Jeffrey Ganong 2022

**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 (arriving at 6:12 PM), Kolbe, Lunt, Larochelle, Ganong, and Fellows. Also present were Diane Barnes, Town Manager; and approximately 10 citizens in the audience.

**VOTE (2020-15A)** Councilor Larochelle, seconded by Councilor Kolbe moved to go into a workshop to discuss Department Goals. **Order passed - Vote 6-0.**

### WORKSHOP

#### DEPARTMENT HEAD GOALS

Councilor Ward asked Mrs. Barnes to present the department's goals and indicated questions would be taken at the end of each department. Mrs. Barnes presented the following department goals:

##### *Town Manager*

1. Continue cross training and succession planning for all departments.
2. Continue open communication between manager/department heads and department heads/staff.
3. Continue to identify efficiencies within departments and promote collaboration between departments.
4. Continue to increase transparency.
5. Continue to improve ways to engage citizen involvement and disseminate information on local issues.
6. Continue department training and compliance.
7. Continue ordinance review, which is ongoing.
8. Continue Personnel Policy review and updates.
9. Continue to apply for grant funds to help fund major infrastructure improvements, assist with planning major projects, and help fund new projects.
10. Negotiate 3 collective bargaining agreements.
11. Close out 2018 CDBG Downtown Revitalization Grant.
12. Complete MUNIS conversion (Tax) and start the Utility conversion.
13. Continue Department Head evaluations.
14. Visit departments on a more regular basis.
15. Work with the Town Clerk to initiate employee service awards for presentations during Council meetings for Council recognition.

##### *Technology*

Based on the server software upgrades currently underway, Lisbon is in great shape for the next several years from a server standpoint. See immediate and long-term goals for Technology below:

1. Continue with computer replacements.
2. Solicit bids for IT maintenance & support.

QUESTIONS/COMMENTS: Councilor Ward asked if there was a set program in place. Mrs. Barnes said yes and that it covers long-term needs and emergencies. Councilor Larochelle asked if the Sewer Upgrades were included in the Capital Plan.

### *Town Buildings*

Most of our buildings, following the energy efficiency project, are in great shape. The Town Office continues to have the biggest issues. See immediate and long-term goals below:

1. Continue with building projects that improve overall structures and safety. Install new rubber roof at the Fire Department (Lisbon Falls) and updated electrical service panels.
2. Streamline the bidding process to make town related building projects easier to manage and less burdensome; put together a certified contractor database for the assorted trades to help streamline the bidding process.
3. Reduce the amount of time required to manage the town office building's HVAC systems; start a CIP and fund a reserve account to replace the town office: \$500,000 CIP.
4. Continue working with the Public Works Director on the best practical approach to a new salt shed.
5. Continue with daily building related tasks.

QUESTIONS/COMMENTS: Councilor Fellows asked about outside lighting at the entrance at Town Hall. Councilor Ward asked what the full list of repairs looked like for maintenance. He said the town should be investing in its buildings, not taking a crisis repair approach. Councilor Ward asked what was bogging down the process. Mrs. Barnes said compiling requests for proposals and bidding requirements. Councilor Larochelle recommended going out to find the fairest hourly labor rate for engineering services to help get these things accomplished. Mrs. Barnes said that would certainly make it easier to move forward. Councilor Larochelle requested this be proposed during the budget season.

### *Assessing*

1. Mass mailing of Homestead Exemption forms to owners who do not have the exemption.
2. Mass mailing to qualifying personal property tax accounts without a BETE application.
3. Reorganized and backed up Electronic files on the shared network drive.

QUESTIONS/COMMENTS: Mrs. Barnes said a shared drive could be set up this year with Roundtable. Mrs. Malloy said that would help a great deal with getting organized electronically.

### *Code Enforcement*

1. Continue with major clean-up efforts throughout town focusing primarily on major arteries and arterial roads.
2. Continue dangerous building classifications and demolition.
3. Continue to promote positive development in town by streamlining processes to make it easier for new development and economic growth.
4. Work with and gain support from the Town Council on addressing property issues at 142 Ridge Road.
5. Continue working on improving our Lisbon GIS Mapping.

### *Finance*

1. Continue MUNIS implementation.
2. Continue cross training all positions.
3. Develop a more comprehensive CIP plan with Department Heads.
4. Streamline reports in an effort to speed along the audit process.
5. Develop and maintain a more comprehensive Fixed Asset/Depreciation Report.
6. Have all Financial Reporting housed within the Finance Department as it relates to Grants and link to other departments in the Grant Record Keeping effort.



QUESTIONS/COMMENTS: Councilor Larochelle asked about MUNIS and what is left to be done. Mrs. Barnes explained the town's situation and her approach to the unfortunate delays. The tax module is expected to go live in April now. Mrs. Tierney said she would like to make the Capital Improvement Plan (CIP) more user friendly, expanding it to include notes. Councilor Ward mentioned it should include what we are thinking about 3 to 5 years down the road that should also include the School and Water Department's items. Mrs. Tierney mentioned the Fiscal Year 21 should have active CIP accounts.

#### *Clerk*

1. Continue Training Deputy and Assistant Clerks.
2. Continue to develop the electronic storage and retrieval plan.
  - a. Continue Archiving Council Meeting Minutes & Videos with Clerkbase.
  - b. Budget Costs to add Planning, Appeals, & Assessment Review Boards to Clerkbase.
3. Budget in FY 20-21 funds for Pictures and Framing Project
  - a. Pictures and Frames for pictures of interest, like Incorporation docs and/or early town meeting docs.
4. Reinstate Deputy Clerk Position back to Full Time hours (adding 14 hours) dedicating additional hours to assisting with monthly reports, vault maintenance, voter registration maintenance, historical displays, training, Election work, and additional office duties.
5. Work on Vault Maintenance & Vault Organization.
6. Continue with Phase III for the Records Restoration Work – Year 3 Books 19-15, 16, 17, & 18.

#### *Police Department*

1. Equip marked cruisers with less-lethal munitions. The equipment was purchased, and weapons modified, for less lethal (beanbag rounds) in 2019. Modified weapons will be placed in department vehicles upon completion of department-wide training in February.
2. Implement active shooter preparedness and response training. Equipment purchased in 2019 and training scheduled for March of 2020.
3. Increase traffic enforcement activity by 15%. (2,724 miles/vehicle stops in 2019)
4. Increase Police/Citizen Communication. Greater use of social media, department website, "Coffee with a Cop" type programs, and completion of lesson plan for February 2021 Citizen Police Academy course.
5. Expand recruitment opportunities. Increase officer engagement with CMCC L/E program, former military recruitment and college career fairs, review for competitive pay rates at reserve and full-time positions in Communications and Patrol.
6. Address training needs within the department. Defensive tactics, increase officer/canine familiarity, and continue cross training.
7. Explore report writing software options to improve the report writing process.
8. Research and determine probable next generation department firearms.
9. Maintain department-wide efforts towards previous goals that require continual effort and intent: leadership, cross training personnel, proactive thoughts at all levels, focusing on liability reduction.

QUESTIONS/COMMENTS: Chief Hagan said his focus was on department wide training, standard operating procedures, and pay issues to stay competitive. He explained newer vehicles would require new equipment due to interior redesigns, but that he would be able to use forfeiture funds to cover some of that cost.

#### *Fire Department*

1. Continue recruitment measures to increase personnel.
2. Increase public relations through more fire prevention detail programs throughout the year.
3. Increase consistent communication within the Fire Department by having single department meetings on a more regular basis.
4. Continue working with Fire Department officers on continually reviewing and updating the Standard Operating Guidelines and Policies for the Fire Department.
5. Start planning and looking into merging into one new Fire Station.

QUESTIONS/COMMENTS: Councilor Larochelle said this department's capital plan is now outdated. He said he would like to see more information on merging into a single station along with how that merger would effect this plan. Councilor Fellows said he would like to see what that looks like for equipment, too. Lisbon's staff and equipment currently meets our needs and meetings show membership is more receptive to one joint leadership and one direction. Councilor Larochelle pointed out potential savings for maintaining one building verses two.

#### *Public Works*

In general, the goals for the Public Works Department would be to maintain the level of funding the Council has currently established. The capital improvement items are the Department's biggest goals, which are identified below along with other operational improvements.

1. Develop greater emphasis and potential incentive program for proper equipment care and custody.
2. Complete all construction and paving projects in early fall.
3. Replace Salt Shed and provide for additional covered storage for equipment to extend useful life, ultimately saving money.
4. Provide more training opportunities for all staff.
5. Adjust work schedule to provide for adequate workdays through the spring, summer, and fall to increase productivity and output.
6. Increase the level of service provided to the community.
7. Remove and replace approximately 3000 to 4000 feet of sidewalk in different areas of town; work would be performed by the Public Works crew.
8. Replace culvert on back side of Ferry Road.

QUESTIONS/COMMENTS: Mr. Cyr said his focus would be on creating an incentive program where employees enjoy working at their jobs. He said the more town projects that get done, the more residents see our employees working and appreciate them, which can also be encouraging.

#### *Transfer Station*

Mrs. Barnes said the Transfer Station operates fairly efficiently. Lisbon is doing very well with the composting program and will likely expand on that. The Transfer Station is fully staffed. Things are going a lot smoother and collecting a lot more fees along with selling more stickers. She indicated they would continue to set up periodic sticker checks where the assistant would be onsite to sell permits.

1. Purchase a new trash trailer to replace the nearly 10 year old Steco trailer.
2. Improve buildings, grounds, equipment, maintenance, and appearance.
3. Hold public workshops to find ways to cover the ever-rising costs of waste disposal.

QUESTIONS/COMMENTS: Mrs. Barnes mentioned the Sewer Ordinance had been updated this year. Councilor Ward said there has been some discussion in this department about looking into scales so he asked for some information on scales.

#### *Parks & Recreation*

1. Department restructure.
2. Develop and offer a ride share program for seniors.
3. Continue to increase involvement with business, vendors, and volunteers (Moxie).
4. Create a Dog "Friendly" Park on Summer Street and develop signage along with parking.
5. Create 1 YURT or Lean-to for group camping.
6. Complete the Bath House renovation project by renovating 1 per year over the next 5 years.
7. Finish walkway next to MTM Park, which is a continuation from 2019.
8. Install Miller trail fencing; making erosion control a priority.
9. Replace fencing at MTM Park.



10. Continue Beaver Park Forestry Plan, develop 2020 Invasive Species Program, Increase Parking at Beaver Park and Summer Street Park, research disc-golf course options at Beaver Park, create a digital map of all walking trails, and continue to improve the beachfront at Beaver Park.

QUESTIONS/COMMENTS: Mr. Stevens mentioned camping areas exist on the Jessup Trail already.

#### *Library*

1. Complete collection transition into the statewide MILS system.
2. Continue to update and add Children's and Outreach Programs.
3. Begin to implement programs for Lisbon's Seniors and Veterans.
4. Continue to upgrade and improve the Children's Garden.
5. Ensure the Lisbon Library continues to move forward with statewide Library services.
6. Adapt Library staff job descriptions and duties to meet the needs of the community.

QUESTIONS/COMMENTS: Mrs. Nadeau said the building looks wonderful now. Councilor Larochelle said the town's focus should be on developing the area on Union Street now that fencing was upgraded.

#### *Economic /Community Development*

##### Business Retention & Expansion

1. Meet 20 business owners monthly; meet all business owners in 2020.
2. Develop a Business Retention and Expansion business survey and gather 50 responses to inform department priorities.
3. Deploy 3 Revolving Loan Fund loans in 2020 to growing companies identified in Goal 1.

##### Business Attraction

4. Strengthen Town marketing platform for Commercial Real Estate via relationships w/landowners & brokers.
5. Meet w/5 industry trade association leaders to develop awareness among influencers.
6. Attend 4 networking events in Southern and Central Maine markets to develop pipeline.
7. Host 3 entrepreneurs per month for local tours of local assets and amenities.

##### Property Development

8. Complete property inventory and identify priority parcels and areas for development.
9. Deploy Brownfield funds for two VRAP projects and fully spend down funds.
10. Identify resources to support community visioning process for the Worumbo Mill site.
11. Network with Commercial Real Estate owners and developers to identify motivated players for pipeline.

##### Grants

12. Build relationships with community organizations and understand their programs and needs.
13. Initiate dialogue with 3 new funders per month.
14. Develop 4 actionable scopes of work & budgets for 4 proposals that address community needs.

##### Marketing

15. Strengthen existing platform of social media, Town website, and presence at events.
16. Capture earned media via 3 curated news articles in regional news media.
17. Identify budget and process to procure professional assets for Town brand: video, print, and social media micro-targeting.

QUESTIONS/COMMENTS: Mr. Richardson said Lisbon is ready for expansion in the Village area and Worumbo Mill area. Lisbon is a great place to raise a family and it has a strong foundation to build upon.

*Waste Water Treatment Plant*

For the next couple of years the primary goal for the Sewer Department is to complete the projects associated with our USDA Rural Development Loan.

1. Continually strive to maintain 100% compliance with the DEP issued waste discharge license.
2. Complete the renewal of the DEP issued waste discharge license.
3. Complete the upgrade/rehab of the Davis Street pump station.
4. Complete the enlarging of the Chlorine Contact Tanks at the Treatment Plant.
5. Complete the Industrial Waste Surveys, which are a requirement of our discharge permit.
6. Start moving forward with succession planning for the future leaders of the department. This will involve more training and assistance with achieving higher certification, which are required to operate the wastewater treatment plant.

QUESTIONS/COMMENTS: Councilor Ward commended this department for including staff training and funds for certifications. Councilor Albert said there has been a flux in personnel. He said the town may need to add more resources than in the past here.

Mrs. Barnes presented the following Boards and Committee Goals:

*Recreation*

1. Discuss department restructuring.
2. Develop and offer a ride share program for seniors.
3. Continue to increase involvement with businesses, vendors, and volunteers (Moxie).
4. Create Dog "Friendly" Park on Summer Street and develop signage and parking.
5. Work on creating 1 YURT or Lean-to for group camping.
6. Concentrate on Outhouse renovations completing 1-2 per year over the next 5 years.
7. Finish walkway next o MTM Park, which is a continuation from 2019.
8. Focus on Miller trail fencing and make Erosion Control a priority.
9. Focus on Beaver Park bathhouse renovation project.

*Conservation Commission*

1. Focus on Beaver Park forestry plan.
2. Develop 2020 Invasive Species program.
3. Increase parking at Beaver Park and Summer Street.
4. Research various disc-golf course options for Beaver Park.
5. Create Digital map of all walking trails.
6. Improve beachfront at Beaver Park.
7. Develop Beaver Park use planning 2020-2021.

*Planning Board*

The list of goals below represents ongoing activities as well as drawing on recommendations from the 2011 Comprehensive Plan, the Route 196 Master Plan (adopted 2013), and the Lisbon Downtown Plan (adopted 2014).

Ordinances

1. Add standards to allow Accessory Dwelling Units.
2. Update ordinance and Planning Board documents to reflect changes in State law for filing requirements at the Registry of Deeds.



3. Review and recommend changes to the land use table for individual zoning districts starting with the Village Zone. This is a good practice to regularly review/update, especially following the update to the Comprehensive Plan in 2019.
4. Review Shoreland Zoning town-wide to make sure that sensitive, undeveloped areas are zoned Resource Protection and that built up developed areas with no resources or slopes to protect are zoned General Development.

#### Planning

5. Support/coordinate with the planning efforts related to the Lisbon Development Committee's work on the Worumbo Mill site and other potential reviews of properties or classes of properties going forward.
6. Support/coordinate with the Conservation Commission and Recreation Department on Beaver Park use planning.

#### *Library Governing Board*

1. Nurture open and supportive communications with our Library Director and Library Staff, by listening to concerns and providing non-judgmental feedback.
2. Attend Town Council meetings when possible and provide needed support.
3. Continue to look for unique and creative opportunities to develop community partnerships.

#### *Lisbon Development Committee (LDC)*

While there will be a more detailed and defined separate sub-goals, which will be communicated to the Town Council, our overarching goal for the LDC is to renovate and upgrade existing downtown public infrastructure with a concentration on high visibility items and areas as the priority. We will plan to use existing TIF funds for our operations, either as payment or as leverage for other funds that may be available for financing larger items.

1. Provide recommendations to Council a comprehensive Design Development Plan for the Worumbo Mill Site (including but not limited to periodical updates of project milestones, and progress reports).
2. Adopt a revised version of LDC Bylaws (short term goal).
3. To work closely with the Economic & Community Development Director in a town-wide effort to identify and prioritize areas of the town that could be improved/revitalized. LDC would then report to Council our findings, and to receive further instruction as to whether to proceed with a more comprehensive development plan.

Councilor Ward said he appreciated all the effort on everyone's part.

**VOTE (2020-15B)** Councilor Albert, seconded by Councilor Ganong moved to adjourn the workshop at 6:57 PM. **Order passed - Vote 7-0.**

The Chairman called for a 5-minute recess. There were no objections. The Chairman called the meeting back to order at 7:03 PM.

## **GOOD NEWS & RECOGNITION - NONE**

### **PUBLIC HEARINGS**

#### **A. RETAIL MEDICAL MARIJUANA ESTABLISHMENT LICENSE FOR LISBON CANNABIS COMPANY**

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

#### **B. MANUFACTURING MEDICAL MARIJUANA ESTABLISHMENT LICENSE FOR CRYSTAL SPRING HEALING ALTERNATIVES, LLC.**

The Chairman opened the public hearing. Michael Scalia, one of the owners of Crystal Spring Healing Alternatives, LLC, said he owns a medical retail store in Lewiston. He mentioned he purchased the building at 1 Upland Road in Lisbon. He reported major renovations had taken place on the second floor. He said they thought they had temporary occupancy and prior to the holidays they had tried to get inspectors to come over. He said the only inspector to come through was our Fire Marshall who has been on site a couple of times. He said there are a couple of things that they need to do apparently. He said he thought this would be an ongoing process so he apologized for that. He said those items should not take long to complete. Samuel Scalia said there were three issues, one being the security lighting around the building on 24/7, then the security system, and the odor mitigation system. He said everything was ordered prior to this meeting so everything should be ready by the end of next week. The Chairman closed the public hearing.

## **AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE**

### **CONSENT AGENDA**

**VOTE (2020-15C)** Councilor Fellows, seconded by Councilor Ganong moved to approve the following:

**A. Municipal Accounts Payable & Payroll Warrants -**

# 01102020	\$ 13,5502.46	#200116	\$ 198,258.40
# 2001W2	\$ 18,698.23	#01162020	\$ 6,079.21
# 1212020	\$ 322,759.69		

**B. School Accounts Payable & Payroll Warrants -**

# 1050	\$ 327,783.53	# 1051	\$ 7,283.20
# 1052	\$ 66.24	#1053	\$ 3,673.74
# 2012	\$ 94,407.57		

**C. Workshop Minutes for January 7, 2020**

**Order passed - Vote 7-0.**

## **COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES**

### **MANUFACTURING MEDICAL MARIJUANA ESTABLISHMENT LICENSE FOR CRYSTAL SPRING HEALING ALTERNATIVE, LLC.**

**INTRODUCTION:** Councilor Ward said he understood that Council is not prepared to move forward with this right now.

**VOTE (2020-16)** Councilor Ward, seconded by Councilor Larochelle moved to table the application for a Manufacturing Medical Marijuana Establishment License for Crystal Spring Healing Alternative, LLC to a future meeting. **Order passed - Vote 7-0.**

### **CDBG LETTER OF INTENT-FAÇADE PROGRAM FOR LISBON FALLS, LISBON VILLAGE, AND THE ROUTE 196 CORRIDOR GRANT**

**INTRODUCTION:** Mr. Richardson said the Community Development Block Grant program (CDBG) has historically been an important resource for the Town of Lisbon's Economic and Community Development initiatives.

Mr. Richardson mentioned in preparation for the 2020 CDBG application process, Lisbon Town staff identified as a funding priority, the CDBG Community Enterprise Grant Program to support exterior façade improvements and



signage on existing businesses in designated slum/blight areas of Town. On January 16, 2014, the Lisbon Town Council approved Village Street, Main Street in Lisbon Falls, and the Rt. 196 corridor as a blighted area for the purposes of applying for CDBG funding. This Designation is valid for 10 years through January 2024. He requested Council to authorize the Town Manager to submit a 2020 CDBG Community Enterprise Grant Letter of Intent for business façade improvements in the amount of \$100,000. Loans would be for up to \$20,000 each to Lisbon businesses. Participating businesses would provide the matching funds required by the CDBG program. He said the deadline for the proposed Letter of Intent is Friday, January 31, 2020 at 4:00 pm.

**VOTE (2020-17)** Councilor Larochelle, seconded by Councilor Lunt moved to authorize the Town Manager to submit a 2020 CDBG Community Enterprise Grant Letter of Intent for business façade improvements in the amount of \$100,000. **Order passed - Vote 7-0.**

## OTHER BUSINESS

### A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said he had nothing to report.
2. Planning: Councilor Fellows said at the last meeting they continued to work on the Accessory Dwelling Units and finalized potential ordinance discussion changes and improvements at their Jan 23 meeting with a possible hearing to be set.
3. LDC: Councilor Larochelle said they held a meeting, Mr. Richardson attended, it was orchestrated nicely, and at the next meeting on February 12 at 6PM they will be looking at the Worumbo Park so anyone with an interest should attend.
4. Conservation Commission: Councilor Ward said he spoke to Richard Main and they will meet in February.
5. Recreation: Councilor Albert said they are discussing restructuring and budget items.
6. County Budget: Councilor Ward said he had nothing to report.
7. Library: Councilor Lunt said he had nothing to report.
8. Water Commission: Councilor Fellows said they decided to prioritize the 1.5 million dollar bond project and to work on mains, services, and valves on about 10 streets. They want to create a redundant supply of water for the Gross Development, which is a big deal since there have been a lot of water main breaks in this area. They are planning to replace the generators at Bauer Street and add a generator at the Water Department. They are looking at replacing the hydrants on Pinewoods Road as well. They mentioned they would be requesting a water rate increase.

Councilor Larochelle asked if their fire hydrant replacements for Pinewoods Road would be coordinated with the town's project. Councilor Fellows said there were three of them and that he thought it was in coordination with our project.

### B. TOWN MANAGER'S REPORT

Mrs. Barnes said the 2016 CDBG grant has officially been closed. Two letters from the Maine Department of Transportation were received today about the highway preservation paving they will be doing this summer. One is along Route 196 from Lisbon to Lewiston and the other is along Route 196 from Lisbon to Topsham. These will go out to bid in February. She said she would be checking to ensure they would not interfere with the Moxie Festival.

Mrs. Barnes mentioned Target would be in the area doing our conversion, changing out the CMP lights to LED. This should take around three weeks.

## C. DEPARTMENT HEAD WRITTEN REPORTS - NONE

**APPOINTMENTS**

CONFIRM LDC APPOINTMENT TO CHANGE  
DON FELLOWS AS PLANNING BOARD MEMBER TO COUNCIL MEMBER

**VOTE (2020-18)** Councilor Larochelle, seconded by Councilor Kolbe moved to appoint Councilor Fellows the Council Seat on the Lisbon Development Committee. **Order passed – Vote 6-0. (Abstained: Fellows)**

**COUNCILOR COMMUNICATIONS**

Councilor Kolbe said she has only received two evaluations so far. Councilor Ward said Councilor Kolbe is looking for those. He said after that the Council could schedule an executive session to discuss the content. He encouraged Councilors to turn in theirs.

Councilor Fellows mentioned he would be missing a couple meetings due to travel plans. Councilor Ganong said he would have to miss the next meeting.

Councilor Ward said the Council needs more Finance Committee applications. Only two have been received. He asked that another website news and announcement be sent requesting residents to join.

**AUDIENCE PARTICIPATION FOR NEW ITEMS**

Jason Smith reported new rules and regulations and sign offs are required for grows, processing facilities, extraction facilities, including those with editables in house. The State is requiring towns to sign off on these now. He said they have to check everything that they do. He said since day 1 they have been able to do editables in house. He said he does his own tinctures. He said it appears to be a separate \$250 licensing fee for being a processor. He said he has been doing this all along and that every caregiver has that right. He asked if he needed another license for manufacturing. Councilor Larochelle recommended the Council look into this to see if he does. Councilor Albert said he understood what Mr. Smith was asking and that it is now on their radar. He said to Mr. Smith's point it will take a little bit of research to be able to answer that question. He said the Council would want to be sure they are doing this correct across the board.

Mr. Smith asked what is manufacturing, is it growing, because that is actually caregiving. Because manufacturing is more like making stuff, extracting. This could be done in a crock-pot or with a huge elaborate pressure vessel with explosives. Councilor Larochelle said growing is not manufacturing. Mr. Smith said but in your existing ordinance, the way it is written though. Mr. Smith said if he was coming to the town for a manufacturing license it would be for extraction, because growing is not manufacturing.

Councilor Larochelle asked if Mr. Smith had to install an odor control system for licensing because your license was for the sale of it. Mr. Smith said yes, but only for the sale of it, not for growing it. Councilor Larochelle said to him growing fit into the manufacturing side of it and not into the retail sale of it, or the testing. He said we have more questions to ask at this point. Mr. Smith said the State of Maine has a lot more categories like cultivation, manufacturing, testing, extraction, and maybe processing. He said the State of Maine has always called cultivation the growing part; there has always been a fine line between extracting and cooking. He said it all comes down to the town and who is interpreting it. Councilor Larochelle said the growing part might need to be looked into again. Mr. Smith said the town might want to revisit cultivation then and include that into the land use chart along with considering a fee for doing it. Councilor Larochelle said he was a bit confused now because the Council felt growing fell underneath manufacturing. Mr. Smith said manufacturing/extraction is a big step and just to get a room up to start would be about \$150,000 and that's before you put the equipment into that room or doing any of this stuff. Councilor Larochelle said the State Fire Marshall must have a good awareness of what needs to be done before signing off. Mr. Smith said he had to hire an Engineer, which cost him \$5,000 just to find out it would cost \$150,000 to build a room.



Robert Kazimer thanked the town for purchasing new lights for the Christmas tree and Gazebo. Mr. Kazimer said his family has been doing this for the past 17 years. He said they are very proud of it; it looks great. He said they will be shutting the timers off the end of the month. Councilor Larochelle asked if the white lights around the ring could stay on through the summer. He said the LED lights will last six years. He indicated they left them up all year long last year because he knew they would be purchasing new ones. Mr. Kazimer said he could leave the lights on then. Councilor Larochelle said it makes a nice ambiance and gives more visibility to the park. The Council thanked Mr. Kazimer. Mr. Kazimer said the timer does not shut off until 2AM in the morning so it serves sort of like a beacon coming into town and then he turns it back to 11 PM.

Matthew Dunn said he had a couple of questions. Is there still an EMS Subcommittee and where does the town stand on providing funding for Lisbon EMS. The 2018 document he read said something about funding from Lisbon, Bowdoin, etc. Mrs. Barnes said they do have a board of directors. Our Finance Director is a board member along with Fire Chief as well. She said the FY20-21 that we are beginning would be the third payment according to that 2018 document you read. She reported it would not be changing from that document, although it will be going up \$50,000 more this coming year. That amount is exactly what they provided us back in 2018. The town does supplement Lisbon EMS and it is according to that document. Councilor Larochelle said these board meetings are open to the public and invited Mr. Dunn to attend if he would like.

### **EXECUTIVE SESSION - NONE**

### **ADJOURNMENT**

**VOTE (2020-19)** Councilor Larochelle, seconded by Councilor Albert moved to adjourn at 7:51 PM. **Order passed - Vote 7-0.**

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Twila D. Lycette, Council Secretary  
Town Clerk, Lifetime CCM/MMC  
Date Approved: February 4, 2020

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# MEMORANDUM FROM THE TOWN CLERK

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**TO:** Town Manager & Town Councilors

**FROM:** Town Clerk

**SUBJECT:** March 3, 2020 March Presidential Election

**DATE:** January 28, 2020

The Council should set the following items for the upcoming Presidential Preference Primary on March 3.

Polling Hours:

7:00 AM to 8:00 PM

Polling Locations:

Ward/District 1 & 2: Lisbon High School, 2 Sugg Drive, Lisbon Falls

Registrar Hours:

February 25, 26, 27, 28 and March 2 during regular office hours and on Election Day,  
March 3 during the polling hours

Casting Absentee Ballots on Election Day:

Tuesday, March 3 at 8AM, 10AM, 2PM, 4PM, 7PM, and 8PM on Election Day in  
accordance with M.R.S.A. Title 21A Section 759 (7).



Business Name:

Railroad Restaurant & Pub

## INSPECTION REQUIRED BELOW

Notice of Compliance (By Council's Request): I, **Dennis Douglass**, Code Enforcement Officer for the Town of Lisbon hereby certify I have inspected the above establishment and found the premises to be in compliance with applicable life safety codes.

Signature:



Date:

1/22/2020

NOTE: State Liquor License Application must be completed and attached to this Special Entertainment Application

APPLICANT MUST HAVE COMPLETED TO HERE BEFORE FILING

-----  
For Office Use Only



**Public Records Check Completed.**

Notice of Compliance (By Council's Request): I, **Marc Hagan**, Police Chief hereby certify I have reviewed the application and public records check and recommend application for licensing.

Signature:



Date:

01/22/2020

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**INFORMATION**

The Councilors are the Municipal Licensing Board. All Special Entertainment application requires a public hearing each time. Public records checks can take up to three or more weeks to process. Complete applications contain the CEO and Police Chief signatures. Councilors meet on the first and third Tuesdays of the month. Complete application and fees paid are required prior to the Council meeting. Meetings are held at the Town Hall at 7:00 PM in the conference room.

**SUGGESTED CONTACTS:**

353-3000 Ext 112... Town Clerk  
353-3007..... Town Office Fax  
353-3000 Ext 111... Code Enforcement Officer  
353-2500..... Police Department  
353-3000 Ext 111... Health Officer/CEO  
287-5671..... State Health Inspection Dept.

624-9693 .....State Sales Tax Division  
624-7736.....Bureau of Corporations  
624-7220.....Bureau of Alcohol Beverages  
287-3841.....Agriculture Dept- Bakery Licenses  
624-6550.....Marine Resources  
1-800-872-3838..Business Answers

Revised March 12, 2018

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## MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

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**TO:** DIANE BARNES, TOWN MANAGER  
**FROM:** RANDY CYR, PUBLIC WORKS DIRECTOR  
**SUBJECT:** STEEL TRANSFER TRAILER BIDS  
**DATE:** JANUARY 29, 2020

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Town of Lisbon, Public Works Department sent a request for Bids for a Steel Transfer Trailer based on required specifications noted in the bid packet.

Bids were sent via email on January 22, 2020, to all companies wanting to submit. The cut off time for submission of all sealed bids to the town was January 29, 2020 @ 10:00 am.

The companies that were sent a request for bids were Messer Truck Equipment, KNL Holdings LLC / Steco Trailer and Spector Manufacturing Inc. In order, the bids received and opened are as followed:

1. Messer Truck Equipment - \$101,671.50
2. KNL Holdings LLC / Steco Trailer - \$79,029.00
3. Spector Manufacturing Inc.- \$75,878.00

After thorough review of each submitted bid, I recommend that the winning bid go to Spector Manufacturing Inc, due to the lower cost, no down payment and also because the specs within their bid packet meet our specification needs.

Total amount requested from Unassigned Funds for this Bid is **\$75,878.00**



FY 20 Steel Transfer Trailer Bid Opening  
Wednesday, January 29, 2020  
Council Chambers  
10:00am

Present: Diane Barnes, Town Manager  
Ray Soucy, Public Works Admin

The following bids were received for a Steel Transfer Trailer and publicly opened:

Messer Truck Equipment	\$101,671.50
170 Warren Ave.	
Westbrook, ME 04092	

KNL Holdings LLC / Steco Trailer	\$79,029.00 (with a \$7,902.90 deposit)
603 N. 3 <sup>rd</sup> Ave	
Paragould, AR 72450	

Spector Manufacturing Inc.	\$75,878.00
P.O. Box 158	
Saint Clair, PA 17970	



Messer Truck Equipment  
 170 Warren Ave.  
 Westbrook, ME 04092  
 (207) 854-9751  
 Fax (207) 854-8042  
 www.messertruckequipment.com

# Quote

Date	Quote #
1/24/2020	19775

Name / Address
TOWN OF LISBON LISBON PUBLIC WORKS ATTN: DARLA AYER 300 LISBON STREET LISBON, MAINE 04250

Attention		Terms	Sales Representative	Acct. Rep	P.O. No.	
Randy Cyr		Net 30	Anthony	APPS		
Description				Qty	U/M	Total
J & J Truck Bodies Steel Push-Out Trailer Model SPO  Price includes: Body: SPO Length: 39' Width: 96" wide Height: 96" Style: 100" Opening 56" from rear Sides: Side front: 1/8" Hardox Side rear: 1/8" Hardox Side posts: 12 gauge HT Post spacing: 18" rear 1/3, 24" front 2/3's Horizontal bracing: (3) rows last 1/3 Top rail: 6" x 3" x 3/16" tube Side ladders: Drivers side front Roof: Material: 12 gauge HT Post material: 12 gauge HT Post spacing: 18" rear 1/3, 24" front 2/3's Roof braces: (3) rows last 1/3 Roof opening : 87" X 100" Floor: Material: 3/16 HT Crossmembers: 4" (7.7 lb/ft) I-beam				1	EA	101,671.50

We propose to furnish material and labor, in accordance with the above specifications. All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the quotation. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by worker's compensation insurance. Any applicable Federal Excise Tax is not included in the above quotation. Quote valid for 30 days from date of issue.

**Sales Tax (0.0%)**

**Total**

Acceptance of Proposal - Sign and Return \_\_\_\_\_





Messer Truck Equipment  
 170 Warren Ave.  
 Westbrook, ME 04092  
 (207) 854-9751  
 Fax (207) 854-8042

www.messertruckequipment.com

# Quote

Date	Quote #
1/24/2020	19775

Name / Address
TOWN OF LISBON LISBON PUBLIC WORKS ATTN: DARLA AYER 300 LISBON STREET LISBON, MAINE 04250

Attention		Terms	Sales Representative	Acct. Rep	P.O. No.	
Randy Cyr		Net 30	Anthony	APPS		
Description				Qty	U/M	Total
Tailgate: Hardware type: Hyd hi lift tailgate Style: Bubble gate Sheet: 10 gauge HT Height: 96" Controls: Hydraulic Compactor: None Rubber seal Running Gear: Suspension: Reyco 21B 52K 9 leaf 96" Axles: Dana D22 #25000 .58 wall 96" wide trailer Slack adjusters: Haldex auto-slack adjusters Hubs and drums: Walther hub pilot short stud 10-00011-132 Dura Tire style: Dual Wheels outside: Wheel 22.5 x 8.25 10H pilot stl Wheels inside: Wheel 22.5 x 8.25 10H pilot stl Tires: Goodyear Marathon LHT 11R22.5 14PL Brakes: 4S/2M tandem air brake system Suspension subframe: 1/4" formed channel (tandem) Hydraulics: Hydraulic functions: Push out, hyd gate Telescopic cylinders: Custom DAT85-146-378 Hydraulic controls: Electric in chassis cab Hook-up: 3-line, tank on tractor Quick couplers: 5100 Series quick couplers Coupler size: 1"P, 1-1/4"R, 1-1/4"R Tank: Customer supplied (on chassis)						
We propose to furnish material and labor, in accordance with the above specifications. All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the quotation. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by worker's compensation insurance. Any applicable Federal Excise Tax is not included in the above quotation. Quote valid for 30 days from date of issue.				Sales Tax (0.0%)		
				Total		

Acceptance of Proposal - Sign and Return \_\_\_\_\_



Messer Truck Equipment  
 170 Warren Ave.  
 Westbrook, ME 04092  
 (207) 854-9751  
 Fax (207) 854-8042  
 www.messertruckequipment.com

# Quote

Date	Quote #
1/24/2020	19775

Name / Address
TOWN OF LISBON LISBON PUBLIC WORKS ATTN: DARLA AYER 300 LISBON STREET LISBON, MAINE 04250

Attention	Terms	Sales Representative	Acct. Rep	P.O. No.	
Randy Cyr	Net 30	Anthony	APPS		
Description			Qty	U/M	Total
Ejector: Model: For 39' push-out Material: 1/4 HT Guide shoes: Standard steel Frame: Landing gear: Holland MK V with wheel/skid foot Standard king pin King pin setting: 30" Betts document holder Standard mud flaps Standard mudshield Lights: Standard light package, in rear pan Mid turn signals: amber mid-turns Paint: Body: One color - Genesis forest green Built to your spec form the last order in 2013 Price includes delivery to the Town of Lisbon Maine					

We propose to furnish material and labor, in accordance with the above specifications. All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the quotation. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by worker's compensation insurance. Any applicable Federal Excise Tax is not included in the above quotation. Quote valid for 30 days from date of issue.

**Sales Tax (0.0%)** \$0.00

**Total** \$101,671.50

Acceptance of Proposal - Sign and Return \_\_\_\_\_



# STEEL EJECTOR TRANSFER TRAILER

## CLOSED-TOP

**KNL HOLDINGS LLC / STECO TRAILER.**  
**603 N. 3RD AVE**  
**PARAGOULD, AR 72450**

870-236-7753  
 870-239-2130 (FAX)

QUOTE #0120-ST03

**DELIVERY DATE: 32 TO 34 Weeks**

TOWN OF LISBON  
 300 LISBON ST  
 LISBON ME 04250

**CONTACT: RANDY**  
**TELEPHONE: 207-353-3000 Ext 116**  
**FAX:**

QUANTITY	ONE (1)	
BODY TYPE	SEC3896	
LENGTH	38' 6"	
WIDTH (OVERALL)	96"	
SIDES	96" X 1/8" HARDOX	
TOP RAIL	3" X 4" X 3/16" TUBE	
SIDE POSTS	6" WIDE FORMED CHANNEL ON 24" CENTERS	
BOX BRACING	TRIPLE ROW LAST 10'	
CLEANER PLATES	OUTSIDE (X)      INSIDE (X)	
ROOF	1/8" HARDOX	
ROOF POSTS	6" WIDE FORMED CHANNEL ON 24" CENTERS	
ROOF BOX BRACING	AFTER DOOR OPENING SINGLE ROW WITH DOUBLE LAST 10'	
FLOOR	3/16" HARDOX FULL LENGTH	
CROSSMEMBERS	4" JR. I-BEAMS ON 12" CENTERS	
BLADE	3/16" FACE	
HOOK ROLLER & GUIDE	NO	
CYLINDER	9" / 6 STAGE (120,000#)	
MID-CYLINDER SUPPORT	YES	
TAILGATE	1/8" HARDOX HYDRAULIC TOP-HINGE W/ TURNBUCKLES	
BULKHEAD	NO	
LADDER	NO	
CATWALK	NO	
LONGITUDINALS	10" X 15# / FT I-BEAM REAR TO LANDING GEAR	
AXLES	5" ROUND X 5/8" WALL / 25,000# CAPACITY / 71 1/2" TRACK	
BRAKES	16 1/2" X 7" AIR, WITH AUTO SLACK ADJUSTERS	
ANTI-LOCK SYSTEM	2S/1M ABS	
WHEELS	10 STUD HUBS, OUTBOARD DRUMS (HUB PILOTED, UNI-MOUNT)	
RIMS	8.25" X 22.5" STEEL DISK	
TIRES	11R 22.5" 14 PLY RADIAL	
SUSPENSION	REYCO 21B (52,000#) / 4 SPRING, 9 LEAF / CAST HANGERS	
LIFT AXLE(S)	NO	
KING PIN	36" SETTING ON 3/8" PLATE	
LANDING GEAR	HOLLAND MARK V, TWO SPEED, HEAVY DUTY, DRIVER SIDE CRANK	
TIRE CARRIER	NO	
LIGHTS	TRUCK-LITE LED SEALED SYSTEM	
MUD FLAPS	RUBBER REAR	
BUMPER	I.C.C.	
HYDRAULIC FITTINGS	(1) (PRESSURE) / (2) (RETURN) - CUSTOMER WILL NEED TO PROVIDE PART NUMBERS	
HYDRAULIC HOSES	NO	
OIL TANK (FILTER & OIL)	NO	
PAINT	ONE COLOR	
OPTIONS		

ALL QUOTES SUBJECT TO CHANGE AFTER 10 DAYS

TOTAL W/ OPTIONS	\$75,329.00
(IF APPLICABLE) FEDERAL EXCISE TAX	\$0.00
FREIGHT (Lisbon, ME)	\$3,700.00
TOTAL ONE UNIT	\$79,029.00
NO. OF UNITS	1
TOTAL PRICE	\$79,029.00
DEPOSIT (10% REQUIRED)	\$7,902.90
BALANCE DUE	\$71,126.10

PO NUMBER

CUSTOMER SIGNATURE INDICATES ORDER ACCEPTANCE AND  
 RECEIPT OF TERMS AND CONDITIONS

DUSTIN WILLIAMS

SPECTOR MANUFACTURING INC.  
P.O. BOX 158  
SAINT CLAIR, PA 17970  
570-429-2510

CUSTOMER:	LISBON, MAINE	DATE :	1/28/2020
CONTACT:	RANDY CYR 207-567-8694	QUOTE # :	120017
CLOSED TOP EJECTOR			

QUANTITY:	ONE (1)	CUBIC YARDS:	75
BODY TYPE:	STEEL	PRICE:	\$75,878.00
LENGTH:	38'-6" X 96" WIDE	F.E.T.:	MUNICIPALITY
SIDES:	96" X 1/8" AR 450	FREIGHT:	DELIVERED
TOP RAIL:	4" X 3" X 3/16" STRUCTURAL TUBE	TOTAL EACH:	\$75,878.00
SIDE POSTS:	6" X 10 GA. ON 24" CENTERS		
REAR POST:	4" X 3" X 3/8" STRUCTURAL TUBE		
BOX BRACING:	ONE ROW EACH SIDE / TRIPLED LAST 8 POSTS		
CLEANER PL. :	OUTSIDE		
GRABBERS:	SIDE GRABS		
ROOF:	1/8" AR 450		
	88" X 100" OPENING/3" X 100" HYDRAULIC CYLINDER		
ROOF POSTS:	6" X 10 GAUGE ON 24" CENTERS		
ROOF BOXES:	ONE ROW CENTER, TRIPLE ROW LAST 8 POSTS		
FLOOR:	3/16" AR 450		
CROSSMEMBER:	4" JR I-BEAM 12" O.C.		
FLOOR GUIDE:	ONE PIECE 3/16" BOTTOM RAIL/FLOOR CHANNEL		
BLADE:	3/16" W/ 1/4" AR-400 WELD ON SLIDES		
CYLINDER:	95-384 W/ MID CYLINDER SUPPORT		
TAILGATE:	1/8" AR 450 TOP HINGE HYDRAULIC/TURNBUCKLE EA. SIDE		
BULKHEAD:	NA		
LADDERS:	NA		
CHASSIS:	10" X 17# I-BEAM REAR TO LANDING GEAR		
AXLES:	TP 5" ROUND, 5/8" WALL, 25,000# CAPACITY		
BRAKES:	16-1/2" X 7" AIR W/ AUTO SLACK ADJUSTERS		
	4S/2M ABS BRAKE SYSTEM		
WHEELS:	10 HOLE, HUB PILOTED, OUTBOARD DRUMS		
RIMS:	8.25" X 22.5" TUBELESS STEEL DISC		
TIRES:	YOKOHAMA RYO23 11R22.5 16 PLY		
SUSPENSION:	REYCO 21-B 52,000# CAPACITY		
KING PIN:	36" ON A 3/8" PIN PLATE		
FIFTH WHEEL HT.:	49" STANDARD		
LANDING GEAR:	HOLLAND MARK V		
TIRE CARRIER:	NA		
LIGHTS:	LED MOUNTED IN TAILGATE IF POSSIBLE		
LIGHT PLUG:	7-WAY		
FLAPS:	I.C.C.		
BUMPER:	I.C.C.		
OIL TANK:	NA		
OIL FILTER:	NA		
CONTROL VALVE:	TWO SPOOL		
HYD. FITTINGS:	(1) 5100-S5-16B PRESSURE (2) 5100-S2-20B RETURN		
HYD. HOSES:	(1) 1" X 108" (2) 1-1/4" X 108"		
PAINT:	STD COLORS		
OPTIONS:			

SELLER:

BUYER:





# Lisbon Police Department

A Community Policing Agency

300 Lisbon St.  
Lisbon, ME 04250

Marc R. Hagan  
Chief of Police

**To:** Town Manager Barnes

**From:** Chief of Police Marc Hagan

**Subject:** COPS Grant for second School Resource Officer

**Date:** 01/28/2020

The police department would like to go before the Town Council to request permission to apply for a grant. The 2020 COPS Hiring Program Grant application period is open. This is a competitive Federal program designed to advance public safety through community policing by addressing the full-time sworn officer needs of state, local, and tribal law enforcement agencies nationwide. CHP provides funds directly to law enforcement agencies to hire new or rehire existing career law enforcement officers, and to increase their community policing capacity and crime prevention efforts.

The removal of a previous SRO position in Lisbon has substantially limited the amount of time our remaining SRO has available to spend in any individual school. The addition of the Gartley Street School has further limited our SRO's time in any one venue. If the Federal funding request was approved it would provide a second School Resource Officer to the community.

The grant program provides 75% of the approved salaries and fringe benefits of the newly hired officer, over a three year (36 months) grant period. There is a 25% local cash match each year, as well as a 12-month retention requirement for the position funded after 36 months, for a 4-year total commitment. The grant requires that the officer deployed into the SRO position spend a minimum of 75% of their time in and around primary and/or secondary schools, working on youth-related activities.

The Lisbon Police Department would be responsible for the 25 percent match over the entire 4-year period. The Federal Government would cover 75 percent of the cost over the initial 3 years, with the Lisbon School Department funding the fourth and ongoing years. Notifications of grant acceptance are currently estimated to be in the fall of 2020. This position would then be filled for the fall of 2021.


The grant deadline is March 11, 2020. If given permission by Town Council to move forward with the grant application police department administrators will go before the Lisbon School Board on February 10<sup>th</sup> to seek their commitment to this program. It should be noted that the Town could remove itself from this grant process at any point prior to the hiring of the officer. Thank you.

Business Name: ME Home Buyer, LC**INSPECTION REQUIRED**

Notice of Compliance (By Council Request): I, **Dennis Douglass, Code Enforcement Officer** for the Town of Lisbon hereby certify I have inspected the above establishment and found the premises to be in compliance with applicable life safety codes.

Signature: Date: 1/17/2020**COMPLETE TO HERE BEFORE FILING**-----  
For Office Use Only

Notice of Compliance (By Council Request): I, **Kathy Malloy, Assessor** hereby certify I have reviewed the application and list of owners and recommend application for licensing.

Signature: Date: 1-17-2020**INFORMATION**

The Councilors are the Municipal Licensing Board. Manufactured Mobile Home Park applications do not require a public hearing. Applications do require signatures from the CEO and Assessor above. Councilors meet on the first and third Tuesdays of the month. Complete application and fees paid are required prior to the Council meeting. Meetings are held on the first and third Tuesdays of the month at the Town Hall at 7:00 PM in the public meeting room.

**SUGGESTED CONTACTS:**

353-3000 Ext 112... Town Clerk  
 353-3007..... Town Office Fax  
 353-3000 Ext 111... Deputy Code Enforcement Officer  
 353-2500..... Police Department  
 333-6601 Ext 1154..Health Officer  
 287-5671..... State Health Inspection Dept.

624-9693 .....State Sales Tax Division  
 624-7736.....Bureau of Corporations  
 624-7220.....Bureau of Alcohol Beverages  
 287-3841.....Agriculture Dept- Bakery Licenses  
 624-6550.....Marine Resources  
 1-800-872-3838..Business Answers



# Amendments

## ARTICLE XI. - MEDICAL MARIJUANA ESTABLISHMENTS

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Sec. 10-603. - Definitions. (Codifier will put definitions in alpha order)

As used in this article, unless the context otherwise indicates, the following terms have the following meanings:

**Cultivation of marijuana for medical use.** All cultivation of marijuana for medical use must comply with State rules and State statutes.

**Disqualifying drug offense.** "Disqualifying drug offense" means a conviction for a violation of a state or federal controlled substance law that is a crime punishable by imprisonment for one year or more, but does not include (1) An offense for which the sentence, including any term of probation, incarceration or supervised release, was completed 10 or more years earlier; or (2) An offense that consisted of conduct that would have been permitted under the Maine Medical Use of Marijuana Act.

**Extraction** means a process of extracting marijuana concentrate from marijuana using water, lipids, gases, solvents or other chemicals or chemical processes. The use of inherently hazardous substances in marijuana extraction is restricted by State rule.

**Marijuana product** means a product composed of marijuana, or marijuana concentrate and other ingredients that is intended for medical use. "Marijuana product" includes, but is not limited to, an edible marijuana product, a marijuana inhalant, a marijuana ointment and a marijuana tincture. "Marijuana product" does not include marijuana concentrate.

**Manufacture or manufacturing** means the production, blending, infusing, compounding or other preparation of marijuana concentrate and marijuana products by a registered manufacturing facility or by a patient, caregiver or dispensary as authorized under 22 MRS, chapter 558-C. Manufacturing includes, but is not limited to, marijuana extraction or preparation by means of chemical synthesis. "Manufacturing or manufacture" does not include cultivation.

**Manufacturing facility.** "Manufacturing facility" means a manufacturing facility authorized under state law to manufacture marijuana products for medical use or to engage in marijuana extraction for medical use.

**Marijuana testing facility.** ~~"Marijuana testing facility" means a public or private laboratory authorized under state law to test medical marijuana for contamination, potency or cannabinoid profile.~~

**Marijuana testing facility** means an entity licensed by the State Department and certified to test medical use marijuana, including concentrates and products containing marijuana, for research and development purposes and to analyze contaminants in, and the potency and cannabinoid profile of, marijuana samples and products containing marijuana cultivated in accordance with 22 MRS, chapter 558-C.

**Medical marijuana establishment.** "Medical marijuana establishment" means a registered caregiver retail store, registered dispensary, marijuana testing facility, or manufacturing facility.

*Registered caregiver retail store.* "Registered caregiver retail store" means a registered caregiver authorized under state law to cultivate medical marijuana for qualifying patients that operates a retail store to sell medical marijuana to qualifying patients.

*Registered dispensary.* "Registered dispensary" means a dispensary authorized under state law to cultivate and dispense medical marijuana to qualifying patients and caregivers.

Registration certificate means a State Department document containing a unique registry identification number that permits the manufacturing of marijuana and marijuana products for medical use.

Registry identification card means a photographic identification card issued by the State Department to an individual who is authorized to manufacture marijuana or marijuana products for medical use, in the capacity of or in the employ of a patient, caregiver, dispensary or manufacturing facility. For the purposes of State rules, the State Department may issue a registry identification card to any person who holds an active and valid Individual Identification Card issued under Maine's Adult Use Marijuana Program authorized by 28-B MRS, chapter 1.

*State registration authority.* "State registration authority" means the authority created or designated by the state for the purpose of regulating and controlling registration for medical marijuana establishments.

( [C.M. of 11-13-2018, V. 2018-247](#); C.M. of 1-15-2019, V. [2019-13](#) )

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#### Sec. 10-605. - Application.

Each applicant for a medical marijuana establishment license shall complete and file an application on the form provided by the town clerk, together with the applicable nonrefundable license fee, as well as the following supporting materials:

- (1) ~~A~~ Copy of the applicant's state registration application and supporting documentation, as submitted to the state registration authority, if applicable.
- (2) ~~Evidence~~ Copies of all state approvals or conditional approvals required to operate a medical marijuana establishment, including, but not limited to, ~~a~~ state registry identification card, ~~or~~ state registration certificate, state application for registration or renewal manufacturing facility tier 1 or 2 along with approval certification, and state application for registration or renewal testing facility and dispensary facility along with approval certifications as applicable.
- (3) If not included in the applicant's state registration application, a description of the form of ownership of the business enterprise together with attested copies of any articles of incorporation, bylaws, operating agreement, partnership agreement or articles of association that govern the entity that will own and/or operate the medical marijuana establishment.
- (4) If not included in the applicant's state registration application, an affidavit that identifies all owners, officers, members, managers or partners of the applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three (3) years. Supporting documents, including but not limited to motor vehicle operator's license, motor vehicle registration, voter registration or utility bills shall be provided.



- (5) A release for each applicant and for each officer, owner, member, manager or partner of the applicant seeking a license allowing the Town of Lisbon to obtain criminal records and other background information related to the individual.
- (6) A statement as to the precise nature of the business with a description of the nature of all products and services offered to its customers.
- (7) A description of the premises for which the license is sought, including a plan of the premises and a list of all equipment, parts and inventory used in the operation of the medical marijuana establishment.
- (8) Evidence of an interest in the premises in which the medical marijuana establishment will be located, together with the form of interest, along with the written consent of the owner of the premises for such use if the applicant is not the owner.
- (9) Evidence of all land use approvals or conditional land use approvals required to operate the medical marijuana establishment, or applications that have been filed and are pending for the required approvals, including but not limited to building permit, conditional or special use approval, change of use permit and/or certificate of occupancy.
- (10) ~~Evidence~~ Copies of all other approvals or conditional approvals required to operate the medical marijuana establishment, including any applicable state food or local victualer's license as applicable.
- (11) Evidence of compliance with the requirements of section 10-611 including, but not limited to proof of State Department licensing, registration, and certification and evidence that the standards listed in section 10-610 have been met including but not limited to proof of State Department licensing, registration, and certification as applicable.

If the town clerk determines that a submitted application is not complete, the clerk shall notify the applicant ~~within ten (10) business days~~ of the additional information required to process the application. If such additional information is not submitted within thirty (30) days of the clerk's request, the application may be denied.

( [C.M. of 11-13-2018, V. 2018-247](#); C.M. of 1-15-2019, V. [2019-13](#) )

Sec. 10-606. - Investigation of applicant, officers, etc.

Upon receipt of an application or of a notice of a change of any of the individuals listed in subsection 10-605(4) above, the town shall provide copies of the completed application to the following staff members for purposes of conducting the investigations and issuing reports as listed below:

- (1) The building inspector shall verify that the premises at which the establishment will be located complies with all applicable town ordinances including, but not limited to, the building code, electrical code, ~~and~~ plumbing code, and under subsection 10-611, and shall report findings in writing to the town clerk.
- (2) The code officer shall inspect the location or the proposed location to determine whether the applicable ordinances relating to land use issues and building and safety codes issues have been satisfied and shall report findings in writing to the town clerk.
- (3) The health officer shall inspect the location or proposed location to determine whether all applicable ordinances relating to health and safety have been satisfied and shall report findings in writing to the town clerk.

- (4) The fire chief or his/her agent shall inspect the location or proposed location to determine if all town ordinances and any other applicable regulations concerning fire and safety have been satisfied and shall report findings in writing to the town clerk.
- (5) The police chief or his/her agent shall investigate the application, including the criminal history record information authorized under subsection 10-605(5) and under subsection 10-610 and shall report findings in writing to the town clerk.

( [C.M. of 11-13-2018, V. 2018-247](#); C.M. of 1-15-2019, V. [2019-13](#) )

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## ARTICLE XI. - MEDICAL MARIJUANA ESTABLISHMENTS

EXISTING ORD

## Sec. 10-601. - Authority.

This article is enacted pursuant to authority granted under 30-A M.R.S.A. § 3001, 22 M.R.S.A. § 2423-A(14) and 22 M.R.S.A. § 2429-D.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )

## Sec. 10-602. - Purpose.

The purpose of this article is to provide procedures and standards relating to the operation of medical marijuana establishments and to require their annual licensing.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )

## Sec. 10-603. - Definitions.

As used in this article, unless the context otherwise indicates, the following terms have the following meanings:

*Registered caregiver retail store.* "Registered caregiver retail store" means a registered caregiver authorized under state law to cultivate medical marijuana for qualifying patients that operates a retail store to sell medical marijuana to qualifying patients.

*Registered dispensary.* "Registered dispensary" means a dispensary authorized under state law to cultivate and dispense medical marijuana to qualifying patients and caregivers.

*Marijuana testing facility.* "Marijuana testing facility" means a public or private laboratory authorized under state law to test medical marijuana for contamination, potency or cannabinoid profile.

*Manufacturing facility.* "Manufacturing facility" means a manufacturing facility authorized under state law to manufacture marijuana products for medical use or to engage in marijuana extraction for medical use.

*Medical marijuana establishment.* "Medical marijuana establishment" means a registered caregiver retail store, registered dispensary, marijuana testing facility, or manufacturing facility.

*State registration authority.* "State registration authority" means the authority created or designated by the state for the purpose of regulating and controlling registration for medical marijuana establishments.

*Disqualifying drug offense.* "Disqualifying drug offense" means a conviction for a violation of a state or federal controlled substance law that is a crime punishable by imprisonment for one year or more, but does not include (1) An offense for which the sentence, including any term of probation, incarceration or supervised release, was completed 10 or more years earlier; or (2) An offense that consisted of conduct that would have been permitted under the Maine Medical Use of Marijuana Act.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-604. - License required.

No person shall operate a medical marijuana establishment, nor shall any property owner permit the use of his or her premises to be operated as a medical marijuana establishment, without a valid license issued by the town. Each license shall be for a period of one year from the date of its issuance. A license must be obtained prior to the opening of a medical marijuana establishment. Applications for renewal licenses shall be submitted at least ninety (90) days prior to expiration of the existing term. Any licensee that fails to submit a renewal application by the applicable deadline shall not have authority to operate until a license is granted.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-605. - Application.

Each applicant for a medical marijuana establishment license shall complete and file an application on the form provided by the town clerk, together with the applicable nonrefundable license fee, as well as the following supporting materials:

- (1) A copy of the applicant's state registration application and supporting documentation, as submitted to the state registration authority, if applicable.
- (2) Evidence of all state approvals or conditional approvals required to operate a medical marijuana establishment, including, but not limited to, a state registry identification card or registration certificate.
- (3)



If not included in the applicant's state registration application, a description of the form of ownership of the business enterprise together with attested copies of any articles of incorporation, bylaws, operating agreement, partnership agreement or articles of association that govern the entity that will own and/or operate the medical marijuana establishment.

- (4) If not included in the applicant's state registration application, an affidavit that identifies all owners, officers, members, managers or partners of the applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three (3) years. Supporting documents, including but not limited to motor vehicle operator's license, motor vehicle registration, voter registration or utility bills shall be provided.
- (5) A release for each applicant and for each officer, owner, member, manager or partner of the applicant seeking a license allowing the Town of Lisbon to obtain criminal records and other background information related to the individual.
- (6) A statement as to the precise nature of the business with a description of the nature of all products and services offered to its customers.
- (7) A description of the premises for which the license is sought, including a plan of the premises and a list of all equipment, parts and inventory used in the operation of the medical marijuana establishment.
- (8) Evidence of an interest in the premises in which the medical marijuana establishment will be located, together with the form of interest, along with the written consent of the owner of the premises for such use if the applicant is not the owner.
- (9) Evidence of all land use approvals or conditional land use approvals required to operate the medical marijuana establishment, or applications that have been filed and are pending for the required approvals, including but not limited to building permit, conditional or special use approval, change of use permit and/or certificate of occupancy.
- (10) Evidence of all other approvals or conditional approvals required to operate the medical marijuana establishment, including any applicable food or victualer's license.
- (11) Evidence of compliance with the requirements of section 10-611 and

evidence that the standards listed in section 10-610 have been met.

If the town clerk determines that a submitted application is not complete, the clerk shall notify the applicant within ten (10) business days of the additional information required to process the application. If such additional information is not submitted within thirty (30) days of the clerk's request, the application may be denied.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-606. - Investigation of applicant, officers, etc.

Upon receipt of an application or of a notice of a change of any of the individuals listed in subsection 10-605(4) above, the town shall provide copies of the completed application to the following staff members for purposes of conducting the investigations and issuing reports as listed below:

- (1) The building inspector shall verify that the premises at which the establishment will be located complies with all applicable town ordinances including, but not limited to, the building code, electrical code, and plumbing code, and shall report findings in writing to the town clerk.
- (2) The code officer shall inspect the location or the proposed location to determine whether the applicable ordinances relating to land use issues and building and safety codes issues have been satisfied and shall report findings in writing to the town clerk.
- (3) The health officer shall inspect the location or proposed location to determine whether all applicable ordinances relating to health and safety have been satisfied and shall report findings in writing to the town clerk.
- (4) The fire chief or his/her agent shall inspect the location or proposed location to determine if all town ordinances and any other applicable regulations concerning fire and safety have been satisfied and shall report findings in writing to the town clerk.
- (5) The police chief or his/her agent shall investigate the application, including the criminal history record information authorized under subsection 10-605 (5) and shall report findings in writing to the town clerk.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )



Sec. 10-607. - Action on application.

- (1) *Public hearing.* The town clerk upon receipt of a completed application and upon receipt of the reports required under section 10-606 above, shall schedule a public hearing at a regular or special meeting of the town council and shall arrange for public notice of the public hearing to appear in the newspaper of general circulation within the Town of Lisbon at least seven days prior to the date of the scheduled public hearing. Costs of the hearing notice shall be paid out of the license and processing fee.
- (2) *Town council action.* The council, after notice and public hearing, shall determine whether the applicant complies with the requirements of this article. Upon such determination by the council, the town clerk shall be authorized to issue the license.

( C.M. of 11-13-2018, V. 2018-247 ; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-608. - Status of license—Display.

No license issued under this article may be assigned or transferred to another entity. Any change in ownership or change in the officers of an owner shall require a new license. Licenses are limited to the premises for which they are issued and are not transferable to another location. The license shall be displayed in a conspicuous place in the medical marijuana establishment for which the license is issued.

( C.M. of 11-13-2018, V. 2018-247 ; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-609. - Duty to update information.

Any licensee issued a license under this article shall have the duty to maintain updated and accurate information regarding all of the information provided pursuant to the application process and as required in section 10-605 within ten days of any change of status. Failure to provide and maintain current and accurate information may result in revocation of the applicant's license.

( C.M. of 11-13-2018, V. 2018-247 ; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-610. - Standards for approval, denial, revocation.

A license application for a medical marijuana establishment shall be denied by the town council, and an existing license may be suspended or revoked by the town council after notice and hearing, if the applicant, or any owner of the applicant or licensee:

- (1) Fails to meet the requirements of this ordinance.
- (2) Is not at least twenty-one (21) years of age.
- (3) Is not a resident of the state of Maine.
- (4) Has had a license for a marijuana establishment revoked by a municipality or by the state.
- (5) Has not acquired all necessary state and local approvals prior to issuance of the license.
- (6) Has been convicted of a disqualifying drug offense.
- (7) Has provided false or misleading information in connection with the license application.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-611. - Operating requirements.

In order to obtain a license pursuant to this ordinance, the applicant shall demonstrate to the town council that the following requirements will be met. A licensee shall comply with all of these requirements during the term of the license.

- (1) *Fixed location.* All licensed premises shall be fixed, permanent locations. Licensees shall not be permitted to operate medical marijuana establishments in other than the licensed premises, such as at farmer's markets, farm stands or kiosks.
- (2) *Security.*
  - (a) The licensed premises shall have lockable doors and windows and shall be served by an alarm system that includes automatic notification to the Lisbon Police Department.
  - (b) The licensed premises shall have video surveillance capable of covering the exterior and interior of the facility. The video surveillance system shall be operated with continuous recording twenty-four hours per day,



seven days per week and video shall be retained for a minimum duration of thirty (30) days. Such records shall be made available to law enforcement agencies when investigating a criminal complaint.

- (c) The licensed premises shall have exterior spot lights with motion sensors covering the full perimeter of the building(s).

(3) *Ventilation.*

- (a) The licensed premises shall comply with all odor and air pollution standards established by ordinance.
- (b) All medical marijuana establishments that cultivate, manufacture or extract marijuana shall have an odor mitigation system installed that has been approved by a Maine licensed engineer, indicating that the system will provide odor control sufficient to ensure that no odors are perceptible off the premises.

- (4) *Loitering.* The facility owner/operator shall make adequate provisions to prevent patrons or other persons from loitering on the premises. It shall be the licensee's obligation to ensure that anyone found to be loitering or using marijuana or marijuana products in the parking lot or other outdoor areas of a licensed premises is ordered to leave.

- (5) *Compliance with requirements of state and local law.* A medical marijuana establishment shall meet all operating and other requirements of state and local law. To the extent the state has adopted or adopts in the future any law or regulation governing medical marijuana establishments that conflicts in any way with the provisions of this article, the more restrictive shall control.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 12-18-2018, V. 2018-272; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-612. - Violations; penalties.

In addition to revocation or suspension of a medical marijuana establishment license as provided in this article, the violation of any provision of this article shall be punished by a fine of not less than \$500.00 nor more than \$2,500.00 for each offense. Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense. In addition to such penalty, the town may enjoin or abate any violation of this article. All fines and penalties, together with costs of prosecution of violations, which shall include the town's cost and attorney's

fees, shall inure to the benefit of the town. This section shall be enforced by the Lisbon police chief, the Lisbon codes enforcement officer, and/or their designees. Notice of violations by medical marijuana establishment licensees of other provisions of this Code shall be provided to the police chief, town officers, and town attorney.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-613. - License fee.

The annual license fees shall be as follows:

Registered caregiver retail store: \$250.00

Registered dispensary: \$250.00

Manufacturing facility: \$250.00

Marijuana testing facility: \$250.00

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-614. - Severability.

If any section, phrase, sentence or portion of this article is for any reason held invalid by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )

Sec. 10-615. - Appeals.

An appeal from any final decision of the town council under this article may be taken by any party to Superior Court within thirty (30) days of the decision being appealed in accordance with the provisions of Rule 80B of the Maine Rules of Civil Procedure.

( C.M. of 11-13-2018, V. 2018-247; C.M. of 1-15-2019, V. 2019-13 )