



**AGENDA**  
**COUNCIL MEETING**  
**NOVEMBER 1, 2022 RESCHEDULED TO**  
**NOVEMBER 15, 2022**  
**LISBON TOWN OFFICE**  
**6:00 P.M. MOXIE COMMITTEE WORKSHOP**  
**7:00 P.M. COUNCIL MEETING**

Mark Lunt 2022  
Donald Fellows 2022  
Jason Smith 2022  
Fern Larochelle, Chair 2023  
Harry Moore, Jr., Vice Chair 2024  
Raymond Robishaw 2024  
Christine Cain 2022

1. CALL TO ORDER & PLEDGE TO FLAG
2. ROLL CALL
  - \_\_\_ Councilor Lunt                      \_\_\_ Councilor Fellows                      \_\_\_ Councilor Larochelle                      \_\_\_ Councilor Smith
  - \_\_\_ Councilor Moore, Jr                      \_\_\_ Councilor Robishaw                      \_\_\_ Councilor CainTown Clerk reading of meeting rules
3. EXECUTIVE SESSION  
2022-233 ORDER – Per 1 M.R.S.A. § 405 (6) (A) Personnel Matters
4. GOOD NEWS & RECOGNITION
5. PUBLIC HEARINGS
  - A. Update ATV Access Routes Sec. 50-264 and Signs Sec. 50-265 Ordinances
6. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS
7. CONSENT AGENDA  
2022-234 ORDER –
  - A. Municipal Accounts Payable Warrants – \$ 597,745.23
  - B. Municipal Payroll Warrants – \$ 424,723.14
  - C. School Accounts Payable Warrants – \$ 386,421.39
  - D. School Payroll Warrants – \$ 424,453.03
  - E. Minutes of October 18, 2022
  - F. Ratify November 8, 2022 Election Results
  - G. Set Public Hearings for December 6 for Business Licenses
  - H. Set Public Hearings for December 6 for Renewal Automobile Graveyard Permits
8. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES
  - 2022-235 ORDER – Zoning Correction for parcel Map U20 Lot 020 – *First Reading*
  - 2022-236 ORDER – Update ATV Access Routes Sec. 50-264 and Signs Sec. 50-265 Ordinances - *Second Reading*
  - 2022-237 ORDINANCE – Amendments to Chapter 10 – Businesses - Article XI – Medical Marijuana Establishments – *First Reading*
  - 2022-238 ORDER – Approve Public Works Request to Replace Underground Gas Tank
  - 2022-239 ORDER – Approve use of HGAC Cooperative Purchasing Program for Fire Truck Purchase
  - 2022-240 ORDER – Authorize Police Chief to Open Bidding for New Police Cruiser
  - 2022-241 ORDER – Authorize Satisfaction of Judgement at 1 Higgins Street
  - 2022-242 ORDER – Road Closure December 10, 2022 on Main St – 3pm to 8pm
  - 2022-243 ORDER – Authorize Sole Source Contract to Install Heat Pump at Beaver Park Lodge
9. OTHER BUSINESS
  - A. Council Committee Reports:
    1. School Committee – Councilor Larochelle
    2. Planning Board – Councilor Fellows
    3. Lisbon Development Committee – Councilor Smith
    4. Conservation Commission – Councilor Moore
    5. Parks & Recreation Committee – Councilor Moore
    6. County Budget Committee – Councilors Moore/Lunt
    7. Library Governing Board – Councilor Lunt
    8. Water Commission – Councilor Fellows
    9. Finance Committee – Councilor Robishaw
  - B. Town Manager's Report
  - C. Department Heads Written Reports
10. APPOINTMENTS
11. COUNCIL COMMUNICATIONS
12. AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS
13. EXECUTIVE SESSION
  - 2022-244 ORDER – Per 1 M.R.S.A. § 405 (6) (C) Acquisition of Real Property or Economic Development
  - 2022-245 ORDER – Per 1 M.R.S.A. § 405 (6) (E) Consultations with Legal Counsel
14. ADJOURNMENT  
2022-246 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

Glenn Michalowski  
Town Manager

**Town Council**  
Don Fellows  
Christine Cain  
Fern Larochelle, Chair  
Mark Lunt  
Ray Robishaw  
Harry Moore, Jr., Vice Chair  
Jason Smith

## MEMO

To: Town Council

From: Glenn Michalowski, Town Manager

Subject: Recommendations

Date: November 15, 2022

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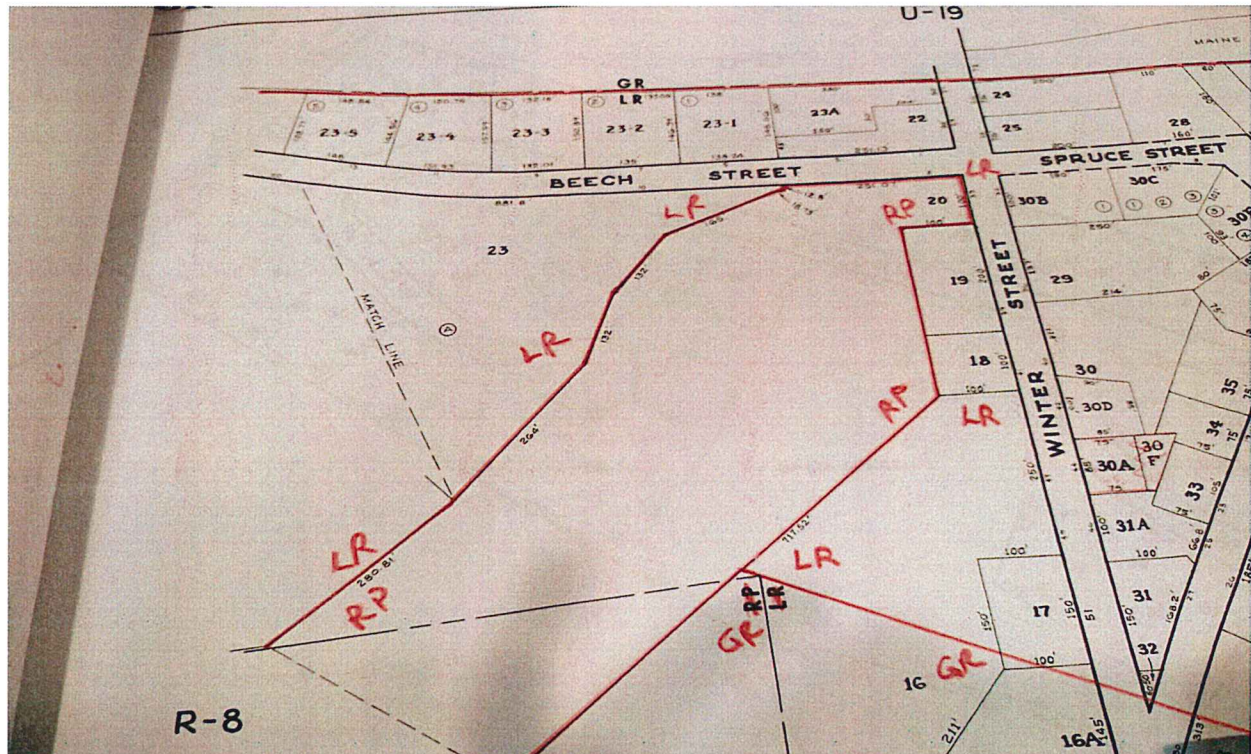
### Consent Agenda Items 2022 – 234 A to H

- F. Ratify November 8, 2022 Election Results
- G. Set Public Hearings for December 6 for Business Licenses
- H. Set Public Hearings for December 6 for Renewal Automobile Graveyard Permits

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### Agenda Item 2022 – 235 Zoning Correction for parcel Map U20 Lot 020 – *First Reading*

The landowner, Ralph Sawyer, has questioned the zoning of lot 20. Prior to 2012 this lot was zoned LR, but is now RP. After reviewing the tax maps, I believe the change may have been made based on an incorrect assumption. The mapping of this lot is confusing. Lot 20 abuts Beaver Park, which is map R08, so that match line could have been mistaken for a zoning divide. A member from the planning board, at the time the changes were made, may be better able to give a definitive answer.





### Recommendation

**Approve the Amendment to change the Zoning District for Parcel Map R08 Lot 020 from Resource Protection to Limited Residential and set a Public Hearing for December 6, 2022.**

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### Agenda Item 2022 – 236

**Update ATV Access Routes Sec. 50-264 and Signs Sec. 50-265 Ordinances - *Second Reading***

### Recommendation

**Approve Updates to Chapter 50, Article IV, Division I-Generally- Sec. 50-264 ATV Access Routes and Sec. 50-265 Signs Ordinance.**

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### Agenda Item 2021 – 237

**Amendments to Chapter 10 – Businesses - Article XI – Medical Marijuana Establishments  
*First Reading***

PART III - BYLAWS(only requires Council adoption)  
APPENDIX C FEE SCHEDULE

	Out of town Businesses—Craft Vendors Friday	100.00
	Saturday	125.00
	Out of town Businesses—Food Vendors Friday	125.00
	Saturday	175.00
	After May 17 <sup>th</sup>	
	Lisbon Non-Profit/School Groups Friday & Saturday	Free
	Lisbon Businesses—Craft Vendors Friday	100.00
	Saturday	125.00
	Lisbon Businesses—Food Vendors Friday	125.00
	Saturday	150.00
	Out of town Businesses—Craft Vendors Friday	125.00
	Saturday	175.00
	Out of town Businesses—Food Vendors Friday	150.00
	Saturday	225.00
	2 Day Participation Discount	-25.00
	Electrical Fee Per Space for Saturday only	25.00



	Friday Night All Vendors—No power available	100.00
	Clean Up Fee (if area not left clean)	25.00
	Art Vendor Non-Refundable Application Fee	35.00
	After April 14	50.00
10-613	Marijuana licensing fees:	
	Registered caregiver retail store	250.00
	<del>Registered caregiver</del> <u>Medical marijuana</u> cultivation facility	250.00
	Registered dispensary	250.00
	Manufacturing facility	250.00
	Marijuana testing facility	250.00
11-713	Marijuana store (25% go to the local D.A.R.E program)	5,000.00
	Cultivation facility (25% go to the local D.A.R.E program)	5,000.00
	Manufacturing facility (25% go to the local D.A.R.E program)	5,000.00
	Marijuana testing facility (25% go to the local D.A.R.E program)	10,000.00
10-505	Pawnbroker	250.00
10-166	Special amusement permit application fee	100.00
82-51	Victualer establishment annual license fee:	
	Restaurants and all others, excluding itinerant vendors	100.00
	Itinerant vendors	50.00
	Reinspection by health officer or codes enforcement officer, per reinspection	150.00
CEMETERY FEES		

### Sec. 10-603. Definitions.

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

*Cultivation of marijuana for medical use.* "Cultivation of marijuana for medical use" means all cultivation of marijuana for medical use which 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.* "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.* "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.* "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 an entity licensed by the Department of Administrative and Financial Services 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 cultivation facility.* "Medical marijuana cultivation facility" means a facility authorized under state law to cultivate medical marijuana for qualifying patients. [KMC1]

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

*Registered caregiver retail store.* "Registered caregiver retail store" means a store that has attributes generally associated with retail stores, including, but not limited to, a fixed location, a sign, regular business hours, accessibility to the public and sales of goods or services directly to a consumer, and that is used by a registered caregiver to offer marijuana plants or harvested marijuana for sale to qualifying patients. [KMC2]

*Registered dispensary.* "Registered dispensary" means an entity registered under 22 M.R.S. § 2425-A that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies or dispenses marijuana plants or related supplies and educational materials to qualifying patients and the caregivers of those patients. [KMC3]

*Registration certificate.* "Registration certificate" means a Department of Administrative and Financial Services document containing a unique registry identification number that permits the manufacturing of marijuana and marijuana products for medical use.

*Registry identification card.* "Registry identification card" means a photographic identification card issued by the Department of Administrative and Financial Services 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 Department of Administrative and Financial Services 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 ; C.M. of 2-18-2020, V. 2020-40 ; C.M. of 8-17-2021, V. 2021-181 )



## 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, plumbing code, and section 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. Once the initial license has been issued, renewals shall not require inspection unless physical changes have been made to the licensed premises or the fire chief has reasonable suspicion that the premises are not compliant with applicable codes.
- (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 section 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 ; C.M. of 2-18-2020, V. 2020-40 )

## 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) *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. No new registered caregiver retail store may be located within 2,000 feet of an existing licensed registered caregiver retail store or adult use marijuana store, with such distance being measured between the nearest exterior walls of the two stores. For the purposes of this provision, a store that has never been licensed, THAT HAS NOT BEEN REGULARLY OPEN FOR BUSINESS FOR A PERIOD OF 90 DAYS, or for which a previously issued license has lapsed without timely renewal, shall be considered a new store..
- (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. 10-706. 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 10-705(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, plumbing code, and section 10-711, 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. Once the initial license has been issued, renewals shall not require inspection unless physical changes have been made to the licensed premises or the fire chief has reasonable suspicion that the premises are not compliant with applicable codes.
- (5) The police chief or his/her agent shall investigate the application, including the criminal history record information authorized under subsection 10-705(5) and under section 10-710 and shall report findings in writing to the town clerk.

(C.M. of 8-17-2021, V. 2021-180 )

### **Sec. 10-711. 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) **Location.** All licensed premises shall be fixed, permanent locations. Licensees shall not be permitted to operate adult use marijuana establishments in other than the licensed premises, such as at farmer's markets, farm stands or kiosks. **No new marijuana store may be located within 2,000 feet of an existing marijuana store registered caregiver retail store, with such distance being measured between the nearest exterior walls of the two stores. For the purposes of this provision, a store that has never been licensed, THAT HAS NOT BEEN REGULARLY OPEN FOR BUSINESS FOR A PERIOD OF 90 DAYS, or for which a previously issued license has lapsed without timely renewal, shall be considered a new store.**
- (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 adult use 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. An adult use 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 adult use marijuana establishments that conflicts in any way with the provisions of this article, the more restrictive shall control.

(C.M. 8-17-2021, V. 2021-180 )

#### Sec. 70-531. Table of land uses.

Convalescent, rest, nursing, or boarding homes	NO	NO	C	C	NO	C	C	P	NO	NO	C
Business occupations by resident in detached buildings	NO	NO	C	NO	C	NO	NO	P	P	NO	NO
Small businesses, on individual lots/principal building not exceeding 2,500 sq. ft.	NO	NO	C	NO	NO	NO	NO	P	P	NO	P
Campgrounds	NO	NO	NO	C	NO	C	NO	NO	NO	NO	NO
Hotel, motel, inn, tourist home	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Medical/dental office or facility	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Retail Store or outlet, such as grocery, drug, furniture	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P



Medical Marijuana Businesses (See footnote 14 for definitions)											
• Registered Caregiver Retail Store	NO	NO	NO	NO	NO	NO	NO	C	C	NO	C
• <b>Medical Marijuana</b> Cultivation Facility	NO	NO	NO	C14	C14	C14	NO	NO	C14	C14	C14
• Registered Dispensaries	NO	NO	NO	NO	NO	NO	NO	C	C	C	C
• Marijuana Testing Facilities	NO	NO	NO	NO	NO	NO	NO	C	C	C	C
• Manufacturing Facilities	NO	NO	NO	NO	NO	NO	NO	C	C	C	C
Adult Use Marijuana Businesses (See footnote 15 for definitions)											
• Marijuana Retail Stores	NO	NO	NO	NO	NO	NO	NO	C	C	NO	C

### Recommendation

**Approve the Amendments to Chapter 10 – Businesses - Article XI – Medical Marijuana Establishments and Schedule a Public Hearing for December 6, 2022**

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### Agenda Item 2022 – 238

#### Approve Public Works Request to Replace Underground Gas Tank

Randy Cyr, Public Works Director is requesting approval to replace the Public Works Unleaded Gas Tank with an Underground Gas Tank using our current budget in the amount of \$95,000.

The cost estimate quote for a 6,000 gallon, **Above Ground Gas Storage Tank is \$132,642.00.**

1. Provide a 6,000 gal OW FIREGUARD aboveground storage tank with (1) new Gasboy single product single hose suction pump.
2. Concrete tank pad and pump mount for new suction pump.
3. Provide all necessary emergency vents, overfill alarms and remote spill containment.
4. City to provide barracks, fencing, guardrail or bollards for tank protection per required code.
5. Provide a fuel management system with 100 key fobs. \*\*Annual fees for cell modem, help desk and cloud based reporting.
6. Provide electrical work for new pump and overfill alarm.
7. Remove and dispose of existing tank and pump set up. \*Purge and clean existing gasoline tank.

The new proposal is for a 6,000-gallon **Underground Tank in the amount of \$94,896.**

1. OMNTEC tank monitoring system with the following components:
  - (2) Channel Alarm Console
  - (1) Tank Interstitial Sensor
  - (1) Dispenser Sump Sensor



2. Supply and install (1) FuelForce fuel management system with (100) factory encoded keys.

*Please see attached for more information regarding the Underground Tank*

#### **Recommendation**

**To authorize the Public Works Director permission to replace the Public Works Unleaded Gas Tank with an Underground Gas Tank using our current budget in the amount of \$95,000.**

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#### **Agenda Item 2022 –239**

##### **Approve use of HGAC Cooperative Purchasing Program for Fire Truck Purchase**

The Fire Chief is requesting to be placed on the November 15<sup>th</sup> Council Agenda to discuss and request approval to use the HGAC cooperative purchasing program to purchase the fire trucks as approved by referendum. The Town utilized HGAC in 2019 when we purchased the last fire truck.

The benefits of the cooperative purchasing program is taking advantage of group purchasing and saving time by avoiding the pit falls of the traditional bidding process while having a third party vetting the contract and pricing.

#### **Recommendation**

**Authorize the Fire Chief to use the HGAC cooperative purchasing program to purchase the Fire Trucks as approved by Referendum Vote.**

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#### **Agenda Item 2022 –240**

##### **Authorize Police Chief to Open Bidding for New Police Cruiser**

The Police Chief is requesting permission to open requests for bids for one (1) new Ford Interceptor SUV cruiser that was approved in the current budget. The Chief's intent is to request bids for any 2022 or newer Ford Police Interceptor SUV cruiser.

The new patrol cruiser will replace unit #3, which is part of this year's CIP for replacement. Unit #3 will be traded in which is a 2019 Ford Explorer with 120k miles on it. Included in my bid request would be an estimate for trade-in value on the 2019 Ford Explorer.

#### **Recommendation**

**Authorize the Police Chief to solicit bids for one (1) new Ford Interceptor SUV cruiser that was approved in the current budget. The Police Chief's intent is to request bids for any 2022 or newer Ford Police Interceptor SUV cruiser.**

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#### **Agenda Item 2022 – 243**

##### **Authorize Sole Source Contract to Install Heat Pump at Beaver Park Lodge**

# ESTIMATE

Sheehan Electric LLC  
4 Amalfi St  
Lisbon Falls, Maine 04252

SheehanElectricLLC@gmail.com  
+1 2075777067



Sheehan Electric LLC

## The Town of Lisbon

### Bill to

The Town of Lisbon

### Estimate details

Estimate no. : 1109

Estimate date : 10/12/22

Expiration date : 10/26/22

Product or service	Amount
1. <b>Material</b>	\$5,850.00
Samsung 36,000 BTU Max Heat outdoor unit with 36,000 BTU Windfree indoor unit for Beaver park lodge	
2. <b>Labor</b>	\$1,250.00
3. <b>Samsung Preferred Dealer Warranty</b>	\$0.00
Additional 2 years on manufacturers warranty (total of 12 years) and 1 year warranty parts and labor paid by Samsung	
4. <b>1 Year Workmanship Guarantee</b>	\$0.00
<b>Total</b>	<b>\$7,100.00</b>

### Note to customer

Material shall be paid before commencing work and the remainder shall be paid upon completion. This estimate does not include any repairs to the building finish if required to make alterations in order to install electrical components. (Drywall work, paint, etc.) Any alteration or deviation from the above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. By accepting this proposal, you agree the above prices, specifications, and conditions are satisfactory and hereby accepted.

I look forward to working with you,  
Have a great day!  
Sheehan Electric LLC

Expiry date 10/26/22

## Recommendation

### Authorize Sole Source Contract to Install Heat Pump at Beaver Park Lodge.

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**TOWN OF LISBON**  
300 Lisbon Street, Lisbon, ME 04250

Agenda Item 2022 5-A

*Lisa M. Ward, Town Clerk*  
*Lisa Smith, Deputy Clerk*

## ***PUBLIC HEARING***

### *Ordinance Update*

Notice is hereby given that the Lisbon Town Council intends to hold a Public Hearing on November 15, 2022 at 7:00 PM at the Town Office at 300 Lisbon Street in the Public Meeting Room to hear comments the following:

Update Chapter 50, Article IV, Division I-Generally- Sec. 50-264 ATV Access  
Routes and Sec. 50-265 Signs Ordinance

The public is invited to attend  
Lisa M. Ward, Town Clerk



22-12193

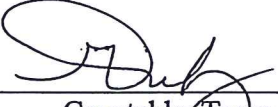
Constable's  
Return of Posting  
State of Maine

Lisbon,

Androscoggin, ss.

Pursuant to the within notice, I have posted said notice at the Lisbon Post Office and the Town Office Building, these being in District 1, and the Lisbon Falls Post Office, this being in District 2, all being conspicuous and public places within the Town of Lisbon.

Date: 10/24/22

  
\_\_\_\_\_  
Constable, Town of Lisbon

**Agenda Date:11/15/2022**

Date	Brenda Martin	Municipal Accts Payable
10/19/2022	10182022	\$ 278,118.02
10/24/2022	10202022	\$ 4,828.78
10/27/2022	10272022	\$ 7,401.81
11/7/2022	11012022	\$ 294,877.57
11/7/2022	11022022	\$ 12,519.05
		<u>\$ 597,745.23</u>

Date	Rebecca Hayslip	Municipal Payroll Warrants
10/18/2022	221020	\$ 227,264.14
10/18/2022	2210W2	\$ 16,118.25
11/1/2022	221103	\$ 165,667.47
11/1/2022	2211W1	\$ 15,673.28
		<u>\$ 424,723.14</u>

Date	Louise Levesque	School Accts Payable
10/28/2022	2310	\$ 200,395.63
11/10/2022	2311	\$ 186,025.76
		<u>\$ 386,421.39</u>

Date	Eva Huston	School Payroll Warrants
10/19/2022	1050	\$ 19,269.63
10/19/2022	1051	\$ 153.04
10/19/2022	1052	\$ 1,814.13
10/26/2022	1053	\$ 368,578.61
10/26/2022	1054	\$ 13,575.78
10/26/2022	24	\$ 578.44
11/2/2022	1055	\$ 20,330.36
11/2/2022	1056	\$ 153.04
		<u>\$ 424,453.03</u>



**TOWN COUNCIL  
MEETING MINUTES  
OCTOBER 18, 2022  
LISBON TOWN OFFICE**

Mark Lunt 2022  
Donald Fellows 2022  
Jason Smith 2022  
Fern Larochelle, Jr. Chair 2023  
Harry Moore, Jr. Vice-Chair 2024  
Raymond Robishaw 2024  
Christine Cain 2022

**CALL TO ORDER.** The Chairman, Fern Larochelle, called the meeting to order and led the Pledge of Allegiance to the Flag at 7:00 PM.

**ROLL CALL.** Members present were Councilors Lunt, Larochelle, Robishaw, Smith, Cain and Moore. Also present were Ryan McGee, Interim Town Manager; Glenn Michalowski, Assistant Town Manager; Mark Stevens, Parks & Recreation Director; and approximately 6 citizens in the audience.

**VOTE (2022-225)** Councilor Robishaw, seconded by Councilor Lunt, moved to excuse Councilor Fellows' absence.

**Order passed – Vote 6-0.**

**EXECUTIVE SESSION**

**VOTE (2022-226)** Councilor Robishaw, seconded by Councilor Smith, moved to go into Executive Session at 7:09 PM.

**Order passed – Vote 6-0.**

The Council came out of executive session at 7:25 PM and resumed the meeting.

**VOTE (2022-226A)** Councilor Moore, seconded by Councilor Robishaw, moved to accept the contract and appoint as Town Manager Glenn Michalowski.

**Order passed – Vote 6-0.**

**VOTE (2022-226B)** Councilor Robishaw, seconded by Councilor Lunt, moved to appoint as Interim Assistant Town Manager Ryan McGee.

**Order passed – Vote 6-0.**

The Town Clerk administered the Oath of Office for new Town Manager, Glenn Michalowski.

**GOOD NEWS & RECOGNITION**

Councilor Larochelle announced there will be a meet and greet event for folks to meet the new Town Manager, to be announced.

Mark Stevens reminded Council and the public that there is a Dedication for Graziano Square on Saturday, October 29<sup>th</sup>. He said Grazi-To-Go will be there serving refreshments, as well, and he hopes for a big turnout.

**PUBLIC HEARINGS**

**MEDICAL MARIJUANA MANUFACTURING FACILITY LICENSE FOR 207 EDIBLES**

The Chairman opened the public hearing. Seeing no speakers, the Chairman closed the public hearing.

**AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS**

Lisbon Emergency Chief MacDonnell thanked Ryan McGee for his time and commitment to the Town of Lisbon while he served as Interim Town Manager.

**CONSENT AGENDA**

**VOTE (2022-227)** Councilor Lunt, seconded by Councilor Cain, moved to approve the Consent agenda as presented.



- A. Municipal Accounts Payable Warrants – \$ 1,593,879.33
- B. Municipal Payroll Warrants – \$ 178,646.61
- C. School Accounts Payable Warrants– \$ 152,213.96
- D. School Payroll Warrants – \$ 383,959.83
- E. Minutes of October 4 & October 11, 2022
- F. Medical Marijuana Manufacturing Facility License for 207 Edibles

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

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

### **UPDATE CHAPTER 50, ARTICLE IV, DIVISION I**

Generally - Sec. 50-264 ATV Access Routes *and* Sec. 50-265 Signs

*First Reading*

#### **DIVISION 1. GENERALLY<sup>1</sup>**

...

#### **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) **Ferry Road (From Wagg Rd Northeast to Pinewood Rd.)**
- (4) Wagg Road.
- (5) County Road.
- (6) Burrough Road (from Route 125 to Bowdoin Town Line).
- (7) Gould Road (from Route 125 intersection westerly to #75 Gould Road).
- (8) Wing Street (From #48 Wing Street to the Wing Street/Route 9 intersection).
- (9) Route 9 (From intersection of Wing Street to Route 196).
- (10) **Route 9 (From Webster Road to Bowdoinham Road)**
- (11) Lisbon Street/Route 196 (From intersection of Route 9 to #568 Lisbon Street/Route 196).
- (12) **Lisbon St/Route 196 (From River Road to right turn onto Big Dipper property to access Androscoggin trail across from Frost Hill Ave.)**
- (13) Scottsdale Street.
- (14) Huston Street (from intersection of Scottsdale Street westerly on Huston Street to end).
- (15) Capital Avenue.
- (16) Summer Street (from Main Street, Rte 125, to intersection of Edgecomb Road).

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<sup>1</sup>Editor's note(s)—C.M. of 11-14-2017, V. 2017-281, amended Div. 1 in its entirety to read as herein set out. Former Div. 1, § 50-261, pertained to similar subject matter and derived from T.M. of 8-1-2006, § 2006-19.

- (17) Edgcomb Road (from intersection of Summer Street westerly to start of Transmission Line trail).
- (18) Cotton Road.
- (19) Pinewoods Road (~~from intersection of Cotton Road Southwesterly to the Pinewoods Road Recreational fields~~)-(From Pinewood Road Recreational fields to intersection of Ferry Road)
- (20) Village St (From Pinewoods Road to Lisbon St/Route 196)
- (21) Bowdoinham Rd (From Route 9 to Fisher Rd.)
- (22) Fisher Road (From Bowdoinham Road to Bowdoin town line)
- (23) River Road (From the southeast end to the intersection of River Rd and Lisbon St/Route 196)
- (24) Frost Hill (From Route 196 Southeast to Route 9)
- (25) Upland Road (From Webster Rd to Route 9)
- (26) Webster Rd (From Lisbon St/Route 196 to Route 9)
- (27) Androscoggin Walking trail (From Lisbon St/Route 196 [#501 Lisbon St/Route 196 across from Frost Hill Ave] under Route 196 to Sabattus River Boat Launch) only when water level permits pedestrian travel.

(C.M. of 11-14-2017, V. 2017-281 ; C.M. of 10-16-2018, V. 2018-233 )

INTRODUCTION: Interim Assistant Town Manager Ryan McGee said the signage on Route 196 will include either mirrors or electronic signage to alert pedestrians on the trail. He said the posts will remain to prevent other traffic from entering.

COUNCILOR COMMENTS: Councilor Larochelle confirmed that signage and lights will be installed to maintain safety on the walking path.

**VOTE (2022-228)** Councilor Robishaw, seconded by Councilor Smith, moved to Approve Updates to Chapter 50, Article IV, Division I - Generally - Sec. 50-264 ATV Access Routes and Sec. 50-265 Signs, and Schedule a Public Hearing for November 15th.

**Roll Call Vote:** Yeas – Cain, Larochelle, Lunt, Moore, Robishaw, Smith. Nays – 0. [Councilor Fellows was not present].

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

## OTHER BUSINESS

### GONETSPEED PROPOSAL FOR BOAT LAUNCH PARCEL

Terry Turner, Site Acquisition and Project manager at GoNetSpeed (formerly Otelco) said they will start their fiber network throughout Lisbon and Lewiston. He said it requires an OLT, which is similar to a phone company switching station. He said Chief McGee had suggested the boat launch at the walking path parking lot, and handed out maps with two other areas that are in that same general location, as options for the OLT. He said he would work with the Town Manager to work on the details to see which spot would work best for the town.

Mr. Turner said they would use poles to go across the river and they plan to license through CMP to run new lines. He said it will provide new service for all areas of town, and that the equipment is expected to last about 20 years.

Mr. Michalowski said he would work with Mr. Turner to negotiate the cost of leasing the spot. Chief McGee said Consolidated Communications never responded.

The Chairman asked for the matter to come back to the Council once it has been worked out with the Town Manager. Mr. Turner said there are some challenges, for instance the electric line and water line. He said there is no sound except if the generator runs if power is out. He said they may need to do surveys and/or environmental studies. Mr. Turner said the OLT will not need a new pole, the existing poles are sufficient.



## POSITIVE CHANGE LISBON

Len Lednum, from Positive Change Lisbon, submitted PCL's Qualifications to partner with the Town to develop and operate the Worumbo Mill site as an event venue. He said PCL would like to partner with Lisbon, it's an opportunity to create a crown jewel for the Town. He said they would like to see that area of town prosper, but they are realistic that it's a process, not overnight. He said the possibilities are endless.

Mr. Michalowski said that Mr. Cunningham in the Economic Development office said we should move forward, that there are a lot of next steps. He would like to work with the Department Heads to see what the MOUs (memorandum of understanding) would look like from an administrative standpoint.

Councilor Larochelle said he would like the Town to work with a group that will not tap into the Town staff time. Mr. Lednum said this has to be a joint effort with the community. If approved, they will start immediately and will reach out to local businesses, for instance, to start a Farmer's Market. He said they feel they are the right people to make this work.

Mr. Michalowski said the ECD office has submitted for a grant to replace the current surface with sod.

Councilor Lunt asked if a landscape architect will be involved to redevelop the site.

Mr. Lednum said yes. He said this is an opportunity to build something to bring things to town. He said this will be a process, and the whole community will benefit from that. He said the LDC has reached out to groups in other areas to find out what they do to be successful. He said that a subcommittee of the PCL, Friends of Worumbo (temporary name), will be a group of volunteers to help with direction and keep it part of the community.

**VOTE (2022-228A)** Councilor Smith, seconded by Councilor Robishaw, moved to allow the Town Manager to work with staff to work out details to work with Positive change Lisbon to turn Worumbo into an event space.

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

## COUNCIL COMMITTEE REPORTS

1. School: Councilor Larochelle had nothing to report.
2. Planning Board: Councilor Fellows was absent.
3. Lisbon Development Committee: Councilor Smith said they are focused on Worumbo.
4. Conservation Commission: Councilor Moore said he had nothing to report.
5. Recreation Committee: Councilor Moore asked Mr. Stevens to report. Mr. Stevens said they met October 3<sup>rd</sup>. He said they summed up the summer events; reviewed Graziano Square; discussed moving the boat launch at Worumbo before winter; discussed more trips for Seniors; are working on Senior issues with the Town Manager and the State; are working with the Conservation Commission to study green space and how to best benefit the community; announced that for Halloween on the 31<sup>st</sup> at the Pavilion at MTM they will serve hot dogs to the community; and there will be a Halloween Parade on Saturday the 29<sup>th</sup>.
6. County Budget Committee: Councilor Lunt said he had nothing to report. Councilor Larochelle asked if they are meeting soon, they have no dates yet.
7. Library Governing Board: Councilor Lunt said there are flooding issues again and they are trying to stay on top of that.
8. Water Commission: Councilor Fellows was absent.
9. Finance Committee: Councilor Robishaw said he had nothing to report.
- 10.

## DEPARTMENT HEADS MONTHLY REPORTS

*Monthly reports are posted online by the individual Department Heads.*

## TOWN MANAGER'S REPORT

Mr. Michalowski said that, regarding the Library flooding, he is working with McGee Construction to check the foundation.



Mr. Michalowski said that UPS approached him to see if they can place an 8' x 12½' storage unit in Lisbon. He said they are willing to pay for the temporary unit, and suggested to use that payment for the Giving Tree.

Mr. Michalowski said he is also having the Town's Attorney look at the cannabis non-conforming use questions.

### **APPOINTMENTS**

**VOTE (2022-229)** Councilor Robishaw, seconded by Councilor Cain, moved to appoint Kevin Ridley to the Finance Committee.

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

**VOTE (2022-230)** Councilor Robishaw, seconded by Councilor Lunt, moved to appoint Gabrielle Profenno to the Board of Appeals.

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

Councilor Moore suggested applications and information about committee applicants be discussed in Executive Session prior to appointments so the Councilors have information about them. The Clerk said she will provide information for that.

### **COUNCILOR COMMUNICATIONS**

Councilor Larochelle said he went to a walk-through of the SpringWorks expansion. He said it's exciting to see and will help Lisbon moving forward and said it will be the largest facility of its kind in the nation.

### **AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS**

Mrs. Tierney announced that staff are working on Thanksgiving Baskets and the Giving Tree. She said the applications for the Giving Tree are due the day before Veterans Day.

### **ADJOURNMENT**

**VOTE (2022-231)** Councilor Moore, seconded by Councilor Robishaw, moved to Adjourn at 8:15 PM.

**Order passed - Vote 6.**

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Lisa M. Ward, Council Secretary

Town Clerk

Date Approved: 11/15/2022

**LISBON - ASSOCIATED PRESS REPORTING UNIT NUMBER 20689**

Results of Balloting for November 8, 2022

**State General Election Results****Representative to Congress District 2**

Bond, Tiffany	Independent
Golden, Jared F.	Democratic
Poliquin, Bruce	Republican
Write-ins & Blanks	

Officials	Absentees & Hand Tally	Totals
188	109	297
1179	823	2002
1393	452	1845
71	18	89

**Governor**

Hunkler, Sam	Independent
LePage, Paul R.	Republican
Mills, Janet T.	Democratic
Write-ins & Blanks	

52	19	71
1651	551	2202
1125	814	1939
3	18	21

**State Senator District 17**

Keller, Jo-Jean	Democratic
Timberlake, Jeffrey L	Republican
Write-ins & Blanks	

1099	748	1847
1602	617	2219
50	37	87

**Representative to the Legislature District 97**

Gaiason, Scott N.	Democratic
Mason, Richard G	Republican
Write-ins & Blanks	

833	612	1445
1558	598	2156
46	29	75

**Representative to the Legislature District 98**

Breen, Orion Evenstar	Democratic
Galletta, Joseph C.	Republican
Write-ins & Blanks	

137	81	218
244	71	315
13	11	24

**Judge of Probate**

Dubois, Michael L.	Republican
Write-ins & Blanks	

2336	1007	3343
495	395	890

**Sheriff Androscoggin County**

Samson, Eric G.	Democrat
Write-ins & Blanks	

2036	1106	3142
795	296	1091

**District Attorney**

McLean, Neil E., Jr.	Republican
Rabasco, Edward, Jr.	Democratic
Write-ins & Blanks	

1736	625	2361
983	709	1692
112	68	180

**County Commissioner**

Bianconi, Gregory F.	Democratic
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1031	719	1750
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LISBON - ASSOCIATED PRESS REPORTING UNIT NUMBER 20689

Results of Balloting for November 8, 2022

**State General Election Results**

Mason, Garrett Paul	Republican	1737	630	<b>2367</b>
Write-ins & Blanks		63	53	<b>116</b>
<i>Total State Ballots Cast:</i>		<i>2,831</i>	<i>1,402</i>	<i>4,233</i>



**LISBON - ASSOCIATED PRESS REPORTING UNIT NUMBER 20689**

Results of Balloting for November 8, 2022

**State General Election Results**

**Municipal Candidate and Referendum Election Results - November 8, 2022**

**For Council Member - 3 Yr Term**

Donald R. Fellows  
Mark C. Lunt  
JoJean Keller  
Write-ins & Blanks

<b>Officials</b>	<b>Absentees &amp; Hand Tally</b>	<b>Totals</b>
1456	778	<b>2234</b>
1630	789	<b>2419</b>
1504	860	<b>2364</b>
3894	1752	<b>5646</b>

**For Council Member - 2 Yr Term**

Christine E. Cain  
Write-ins & Blanks

2082	1044	<b>3126</b>
746	349	<b>1095</b>

**For School Committee - 3 Yr Term**

Laura A. Craig  
Leonard N. Lednum  
Kelli A Rogers  
Chelsey E. Harvey  
Mary Jane Wellington  
Write-ins & Blanks

1434	757	<b>2191</b>
924	397	<b>1321</b>
1192	668	<b>1860</b>
607	359	<b>966</b>
894	467	<b>1361</b>
3433	1531	<b>4964</b>

**For Water Commission**

Arthur G. McLean  
Write-ins & Blanks

2170	1074	<b>3244</b>
658	319	<b>977</b>

**Municipal Referendum Questions:**

Question 1: \$1,700,000.00 Bond Question for Purchase of 2 Fire Trucks

YES	1767	942	<b>2709</b>
NO	926	383	<b>1309</b>
Blanks	135	68	<b>203</b>
<b>Total Municipal Ballots Cast</b>	<b>2,828</b>	<b>1,393</b>	<b>4,221</b>

**59%**

**Voter Percentage**

**Total Registered Voters: 7,179**

Warden: Richard "Rick" Roberts  
Deputy Warden: Debbie Hill  
Registrar of Voters: Lisa Smith, Gwen Michel & Andrea Tapley  
Election Clerks: Mel Cloutier Eric Metivier  
Bill Fuller Dan Michel  
Peggy Ganong Martha Poliquin  
Sheila Gray Bernadette Ray  
Karen Hanlon Verla Ridley

LISBON - ASSOCIATED PRESS REPORTING UNIT NUMBER 20689

Results of Balloting for November 8, 2022

**State General Election Results**

Dawn Ward

Cindy Roberts

Laura Jones

Tom Watson

Connie Laroche

Wil Willette

Bert Levesque

Helena Kay

Attest:



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Lisa M. Ward

Lisbon Town Clerk

# MEMO

To: Mark Stambach, CEO  
From: Kathy Malloy, Assessor  
Date: September 7, 2022  
Re: Tax Map U20 Lot 20

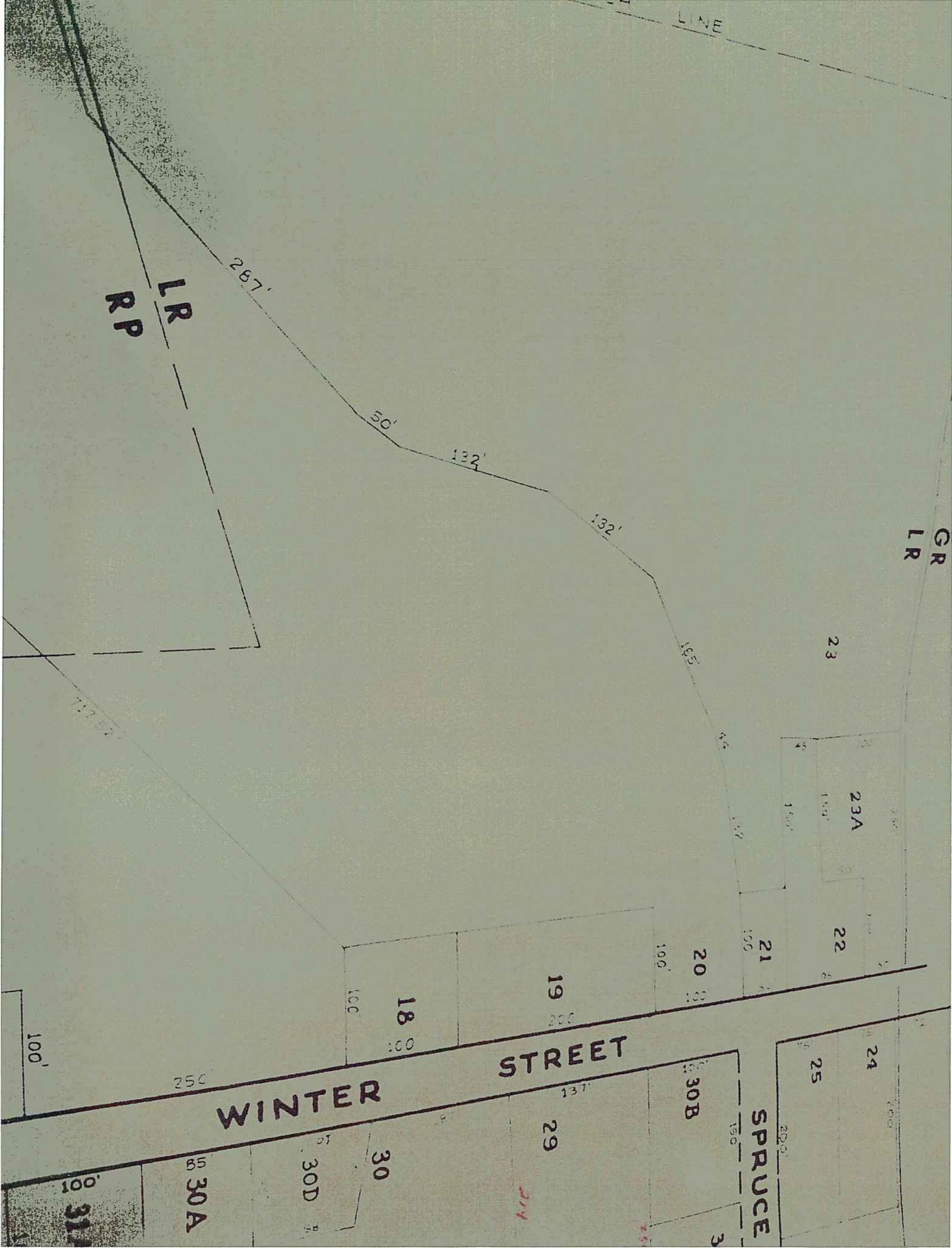
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The landowner, Ralph Sawyer, has questioned the zoning of lot 20. Prior to 2012 this lot was zoned LR, but is now RP. After reviewing the tax maps, I believe the change may have been made based on an incorrect assumption.

The mapping of this lot is confusing. Lot 20 abuts Beaver Park, which is map R08, so that match line could have been mistaken for a zoning divide.

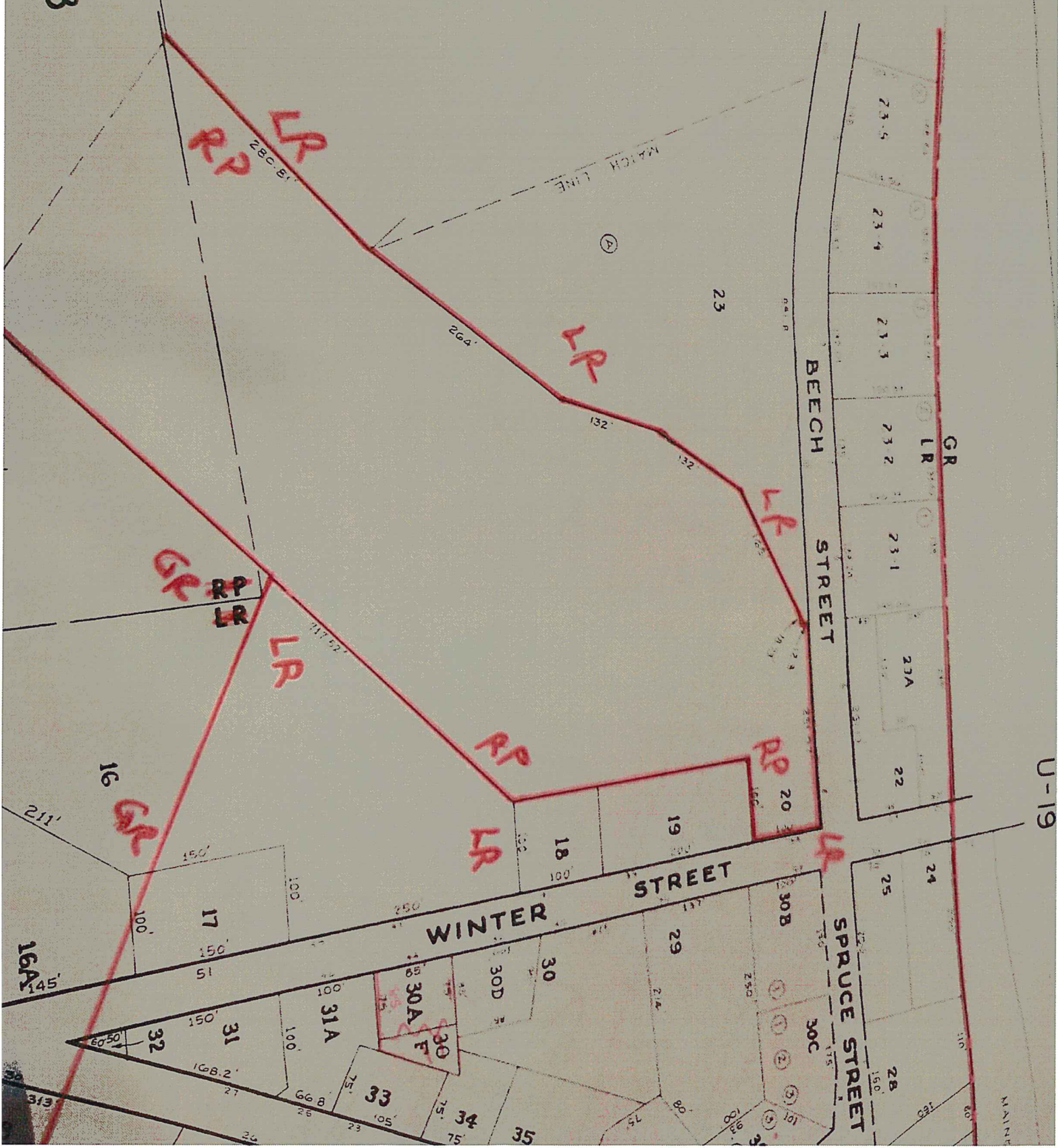
A member from the planning board, at the time the changes were made, may be better able to give a definitive answer.







R-8



U-19



## PART I - CODE OF ORDINANCES (requires altering in writing, 2 Council Readings, 1 Public Hearing to adopt)

## Chapter 50 - TRAFFIC AND VEHICLES

## ARTICLE IV. - RECREATION ACTIVITIES ON PUBLIC WAYS

## DIVISION 1. GENERALLY

*DIVISION 1. GENERALLY<sup>1</sup>*

...

**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).

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- 
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(C.M. of 11-14-2017, V. 2017-281 ; C.M. of 10-16-2018, V. 2018-233 )

#### **Sec. 50-265. Signs.**

- (a) 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.
- (b) Signage on Androscoggin recreational trail shall include an electronic signal or mirror to alert pedestrians to oncoming ATV traffic when approaching the blind corner under the overpass.

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PART III - BYLAWS(only requires Council adoption)  
APPENDIX C FEE SCHEDULE

	Out of town Businesses—Craft Vendors Friday	100.00
	Saturday	125.00
	Out of town Businesses—Food Vendors Friday	125.00
	Saturday	175.00
	After May 17 <sup>th</sup>	
	Lisbon Non-Profit/School Groups Friday & Saturday	Free
	Lisbon Businesses—Craft Vendors Friday	100.00
	Saturday	125.00
	Lisbon Businesses—Food Vendors Friday	125.00
	Saturday	150.00
	Out of town Businesses—Craft Vendors Friday	125.00
	Saturday	175.00
	Out of town Businesses—Food Vendors Friday	150.00
	Saturday	225.00
	2 Day Participation Discount	-25.00
	Electrical Fee Per Space for Saturday only	25.00
	Friday Night All Vendors—No power available	100.00
	Clean Up Fee (if area not left clean)	25.00
	Art Vendor Non-Refundable Application Fee	35.00
	After April 14	50.00
10-613	Marijuana licensing fees:	
	Registered caregiver retail store	250.00
	<del>Registered caregiver</del> Medical marijuana cultivation facility	250.00
	Registered dispensary	250.00
	Manufacturing facility	250.00
	Marijuana testing facility	250.00
11-713	Marijuana store (25% go to the local D.A.R.E program)	5,000.00
	Cultivation facility (25% go to the local D.A.R.E program)	5,000.00
	Manufacturing facility (25% go to the local D.A.R.E program)	5,000.00
	Marijuana testing facility (25% go to the local D.A.R.E program)	10,000.00
10-505	Pawnbroker	250.00
10-166	Special amusement permit application fee	100.00
82-51	Victualer establishment annual license fee:	
	Restaurants and all others, excluding itinerant vendors	100.00
	Itinerant vendors	50.00
	Reinspection by health officer or codes enforcement officer, per reinspection	150.00
CEMETERY FEES		



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## Sec. 10-603. Definitions.

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

*Cultivation of marijuana for medical use.* "Cultivation of marijuana for medical use" means all cultivation of marijuana for medical use which 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.* "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.* "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.* "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 an entity licensed by the Department of Administrative and Financial Services 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 cultivation facility.* "Medical marijuana cultivation facility" means a facility authorized under state law to cultivate medical marijuana for qualifying patients. [KMC1]

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

*Registered caregiver cultivation facility.* "Registered caregiver cultivation facility" means a registered caregiver authorized under state law to cultivate medical marijuana for qualifying patients.

*Registered caregiver retail store.* "Registered caregiver retail store" means a ~~registered caregiver authorized under state law to operate a retail store to sell medical marijuana to qualifying patients.~~ store that has attributes generally associated with retail stores, including, but not limited to, a fixed location, a sign, regular business hours, accessibility to the public and sales of goods or services directly to a consumer, and that is used by a registered caregiver to offer marijuana plants or harvested marijuana for sale to qualifying patients. [KMC2]



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*Registered dispensary.* "Registered dispensary" means ~~a dispensary authorized under state law to cultivate and dispense medical marijuana to qualifying patients and caregivers~~ an entity registered under 22 M.R.S. § 2425-A that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies or dispenses marijuana plants or related supplies and educational materials to qualifying patients and the caregivers of those patients. [KMC3]

*Registration certificate.* "Registration certificate" means a Department of Administrative and Financial Services document containing a unique registry identification number that permits the manufacturing of marijuana and marijuana products for medical use.

*Registry identification card.* "Registry identification card" means a photographic identification card issued by the Department of Administrative and Financial Services 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 Department of Administrative and Financial Services 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 ; C.M. of 2-18-2020, V. 2020-40 ; C.M. of 8-17-2021, V. 2021-181 )

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## **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, plumbing code, and section 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. Once the initial license has been issued, renewals shall not require inspection unless physical changes have been made to the licensed premises or the fire chief has reasonable suspicion that the premises are not compliant with applicable codes.
- (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 section 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 ; C.M. of 2-18-2020, V. 2020-40 )

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## 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) *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. **No new registered caregiver retail store may be located within 2,000 feet of an existing licensed registered caregiver retail store or adult use marijuana store, with such distance being measured between the nearest exterior walls of the two stores. For the purposes of this provision, a store that has never been licensed, or for which a previously issued license has lapsed without timely renewal, shall be considered a new store.**
- (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 )



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## **Sec. 10-706. 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 10-705(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, plumbing code, and section 10-711, 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. Once the initial license has been issued, renewals shall not require inspection unless physical changes have been made to the licensed premises or the fire chief has reasonable suspicion that the premises are not compliant with applicable codes.
- (5) The police chief or his/her agent shall investigate the application, including the criminal history record information authorized under subsection 10-705(5) and under section 10-710 and shall report findings in writing to the town clerk.

(C.M. of 8-17-2021, V. 2021-180 )

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## Sec. 10-711. 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) Location. All licensed premises shall be fixed, permanent locations. Licensees shall not be permitted to operate adult use marijuana establishments in other than the licensed premises, such as at farmer's markets, farm stands or kiosks. **No new marijuana store may be located within 2,000 feet of an existing marijuana store registered caregiver retail store, with such distance being measured between the nearest exterior walls of the two stores. For the purposes of this provision, a store that has never been licensed, or for which a previously issued license has lapsed without timely renewal, shall be considered a new store.**
- (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 adult use 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. An adult use 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 adult use marijuana establishments that conflicts in any way with the provisions of this article, the more restrictive shall control.

(C.M. 8-17-2021, V. 2021-180 )

**Sec. 70-531. Table of land uses.**

Convalescent, rest, nursing, or boarding homes	NO	NO	C	C	NO	C	C	P	NO	NO	C
Business occupations by resident in detached buildings	NO	NO	C	NO	C	NO	NO	P	P	NO	NO
Small businesses, on individual lots/principal building not exceeding 2,500 sq. ft.	NO	NO	C	NO	NO	NO	NO	P	P	NO	P
Campgrounds	NO	NO	NO	C	NO	C	NO	NO	NO	NO	NO
Hotel, motel, inn, tourist home	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Medical/dental office or facility	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Retail Store or outlet, such as grocery, drug, furniture	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Medical Marijuana Businesses (See footnote 14 for definitions)											
• Registered Caregiver Retail Store	NO	NO	NO	NO	NO	NO	NO	C	C	NO	C
• <b>Medical Marijuana</b> Cultivation Facility	NO	NO	NO	C14	C14	C14	NO	NO	C14	C14	C14
• Registered Dispensaries	NO	NO	NO	NO	NO	NO	NO	C	C	C	C
• Marijuana Testing Facilities	NO	NO	NO	NO	NO	NO	NO	C	C	C	C
• Manufacturing Facilities	NO	NO	NO	NO	NO	NO	NO	C	C	C	C
Adult Use Marijuana Businesses (See footnote 15 for definitions)											
• Marijuana Retail Stores	NO	NO	NO	NO	NO	NO	NO	C	C	NO	C
• Cultivation Facilities	NO	NO	NO	C	C	C	NO	NO	C	C	C



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## MEMORANDUM FROM TOWN OF LISBON PUBLIC WORKS

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**TO:** GLENN MICHALOWSKI, TOWN MANAGER  
**FROM:** RANDY CYR, PUBLIC WORKS DIRECTOR  
**SUBJECT:** REQUEST TO REPLACE TOWN GAS TANK  
**DATE:** 10/11/2022

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I, Randy Cyr, am requesting approval to replace the Public Works Unleaded Gas Tank with an Underground Gas Tank using our current budget in the amount of \$95,000.

The cost estimate quote for a 6,000 gallon, **Above Ground Gas Storage Tank is \$132,642.00.**

1. Provide a 6,000 gal DW FIREGUARD aboveground storage tank with (1) new Gasboy single product single hose suction pump.
2. Concrete tank pad and pump mount for new suction pump.
3. Provide all necessary emergency vents, overfill alarms and remote spill containment.
4. City to provide barracks, fencing, guardrail or bollards for tank protection per required code.
5. Provide a fuel management system with 100 key fobs. \*\*Annual fees for cell modem, help desk and cloud based reporting.
6. Provide electrical work for new pump and overfill alarm.
7. Remove and dispose of existing tank and pump set up. \*Purge and clean existing gasoline tank.

The new proposal is for a 6,000 gallon **Underground Tank in the amount of \$94,896.**

1. OMNTEC tank monitoring system with the following components:
  - (2) Channel Alarm Console
  - (1) Tank Interstitial Sensor
  - (1) Dispenser Sump Sensor
2. Supply and install (1) FuelForce fuel management system with (100) factory encoded keys.  
*Please see attached for more information regarding the Underground Tank*

**SIMARD**  
AND SONS, INC.  
*Since 1928*

3 Trident Drive, Lewiston, Maine 04240 & 735 Main Road North, Hampden, Maine 04444  
(207) 783-0297 \* (800) 244-0297 \* Fax (207) 782-7108

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September 26, 2022

Randy Cyr  
Lisbon Public Works  
Public Works Garage  
14 Capital Avenue  
Lisbon Falls, ME 04252

RE: Petroleum Installation Proposal (Underground Tank) -Rev 1

Randy,  
Simard and Sons, Inc. (S&S) has prepared this revised proposal to install the petroleum system described below at the Lisbon Public Works Garage located at 14 Capital Avenue in Lisbon, Maine. Our proposal includes the following scope of work:

- Provide Maine DEP Underground Tank Registration.
- Pre-Mark area for DigSafe and OK to Dig.
- Supply & install (1) 8-ft diameter 6,000 gallon (Regular Unleaded) jacketed steel UST.
- Supply and install UST anchors and concrete deadmen.
- Supply and install (1) Wayne Reliance single product single hose suction pump with the following specs:
  - 10:1 pulser
  - Internal Filter
  - Hanging hardware (hoses, nozzles, swivels, breakaways, etc.)
- Supply and install (1) OMNTEC tank monitoring system with the following components:
  - (2) 2 Channel Alarm Console
  - (1) Tank Interstitial Sensor
  - (1) Dispenser Sump Sensor
- Supply and install (1) FuelForce fuel management system with (100) factory encoded keys.
- Provide and install new 2" single walled fiberglass product line with (1) fiberglass dispenser sump. All associated fittings/adapters.
- Provide 2" fiberglass vent line with 2" galvanized riser pipe.



- Provide the following tank top accessories:
  - (1) 15 gallon double walled overfill manhole
  - (1) EMCO Wheaton overfill drop tube
  - (1) OPW fill adapters/cap
  - (1) OPW vapor recovery adapters/cap
  - (1) Probe caps/adapter
  - (1) Interstitial cap
  - (2) 18" rounds
  - (3) 12" rounds
- Provide and install 4,000 pound per square inch (psi) concrete for the following:
  - (1) 10-ft x 12-ft x 12" Island (Dispensers and Fuel Management Console)
  - (1) 18-ft x 10-ft x 8" tank pad
  - (1) 17-ft x 14-ft x 6" traffic pad
  - (2) 16-ft x 12" x 12" deadmen

*All surface concrete to be 4,000 lb mix with #4 rebar, 12" on center each way, light broom finish and tooled edges.*

- Install new electrical conduits pull new wires for the following petroleum components:
  - (1) 100-amp sub panel
  - (1) OMNTEC Monitoring console
  - (1) Interstitial Sensor
  - (1) Sump Sensor
  - (1) Dispenser
  - (1) Fuel management console
  - We will run conduit for future tank level gauging
- **Owner** to provide all excavation and backfill for the entire project including equipment and operator. **Owner** to provide equipment and trucking to haul off site any unusable backfill material including any potential disposal costs.
- Provide crane to off load and set tank
- Provide all complete DEP permits, warranty paperwork, site photos, an as-built drawing for the constructed petroleum system, and installation checklists
- Provide start-up calibration of all dispensers

**Labor & Materials: \$94,896**  
(Price valid for 30 Days)





**Exclusions:** Contaminated soils\*, treatment, permitting or disposal of groundwater due to dewatering activities; ledge\*\*, unsloppable soils\*\*\*, local permits, any unknown utilities, tank ballast, dewatering, camera's, emergency phone/signage, asphalt paving, all excavation and backfill, removal of existing gasoline AST, LED light pole, fire suppression system.

\* If contaminated soils are discovered, additional cost will include coordination, excavation, loading, hauling, and disposal of contaminated soils.

\*\* If ledge is encountered during any excavation activities, additional cost will occur to remove the ledge.

\*\*\* If soils are deemed to be unsloppable, mechanical shoring options will need to be discussed prior to project continuation.

Sincerely,



Elwin "Scottie" Scott Jr.  
President

Enclosed Terms and Conditions

**Terms of Financing:**

30% due upon acceptance  
30% due upon tank arrival  
40% due upon start up

**Signature of Acceptance:** \_\_\_\_\_  
(Town of Lisbon) (Date)

Z:\Simard Documents\2022 JOB BIDS\Lisbon - Public Works\Proposal\20220926-UST Proposal-Rev1.docx



# SIMARD AND SONS, INC.

*Since 1928*

3 Trident Drive, Lewiston, Maine 04240 & 735 Main Road North, Hampden, Maine 04444  
(207) 783-0297 \* (800) 244-0297 \* Fax (207) 782-7108

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## Simard & Sons, Inc. TERMS AND CONDITIONS

This Agreement, along with any specifications attached hereto or to which this Agreement is attached, will constitute a valid and binding contract between **Town of Lisbon** (the "Purchaser") and Simard & Sons, Inc. ("S&S"), our heirs, personal representatives, successors and assigns, subject to all terms and conditions to follow:

It is expressly agreed that there are no promises, agreements, or understandings, oral or written, not specified in this Agreement. Prices quoted are for acceptance within 30 days and, unless otherwise specified, are subject to change after that date. Scheduling and completion dates are contingent upon fire, strikes, accidents or other delays beyond the control of S&S.

The Purchaser shall obtain all permits except where noted. All material used in association with the work of S&S on the premises of the Purchaser (the "Material") will remain the property of S&S until the prices and costs specified in this contract (the "Price") are paid in full. S&S shall have the right to enter onto the premises of the Purchaser, without prior consent, for purposes of removing the Material in the event that Purchaser fails to make payment in full as provided herein, and nothing herein shall be deemed to be conveyance by S&S of its agents and employees. Payment in full of the Price shall be made within **Thirty (30)** days of receipt of invoice from S&S. Purchaser waives any and all rights to notice in connection with an action for forcible entry and detainer to recover material described above, and also waives any defenses in the event that Purchaser has failed to make payment when due without cause. A 1.5% per month late payment charge shall be applied to any overdue balance if payment is not received when due. (18% APR)

S&S shall be entitled to recover all costs incurred in connection with the enforcement of this contract, including but not limited to, reasonable attorney fees. Purchaser waives any presentment, demand, protest, and any other notice from S&S regarding the payment hereunder.

This contract shall be governed by the laws of the State of Maine.

In the event that any portion of the Agreement is declared void or unenforceable by a court of competent jurisdiction, the remaining portion shall remain in full force and effect.

**Warranty Policy** – *Equipment furnished as a part of this proposal is warranted by the manufacturers. These warranties are passed through the seller to the buyer according to the manufactures policy. All used equipment to have a 30 day parts only warranty.*

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Signature for **Town of Lisbon**

By: \_\_\_\_\_  
Elwin R. Scott, Jr. for: **Simard & Sons, Inc.**





## Town of Lisbon

## Fire Department

Nathan LeClair, Fire Chief



To: Glenn Michalowski  
From: Nathan LeClair  
Date: November 9, 2022  
Ref: Council Agenda Request

I am requesting to be placed on the November 15<sup>th</sup> council agenda to discuss and request approval to use the HGAC cooperative purchasing program to purchase the fire trucks as approved by referendum. The Town utilized HGAC in 2019 when we purchased the last fire truck.

The benefits of the cooperative purchasing program is taking advantage of group purchasing and saving time by avoiding the pit falls of the traditional bidding process while having a third party vetting the contract and pricing.





# Lisbon Police Department

A Community Policing Agency

300 Lisbon St.  
Lisbon, ME 04250

Ryan A. McGee  
Chief of Police

**To:** Town Manager Glenn Michalowski

**From:** Chief of Police Ryan McGee

**Subject:** Request to go to bid for one 2022 or newer Ford SUV cruisers

**Date:** 10/28/2022

I am requesting permission to open requests for bids for one (1) new Ford Interceptor SUV cruisers that was approved in the current budget. My intent is to request bids for any 2022 or newer Ford Police Interceptor SUV cruiser.

The new patrol cruiser will replace unit #3, which is part of this year's CIP for replacement. Unit #3 will be traded in which is a 2019 Ford Explorer with 120k miles on it. Included in my bid request would be an estimate for trade-in value on the 2019 Ford Explorer.

Thank you.

Ryan McGee  
*Chief of Police*

**TOWN OF LISBON, MAINE**



**REQUEST FOR PROPOSAL AND CONTRACT DOCUMENTS  
FOR  
TOWN OF LISBON**

**Qty. (1) POLICE CRUISER**  
**BID NO. 2022-015**

**PREPARED BY  
TOWN OF LISBON  
TOWN MANAGER'S OFFICE  
300 LISBON STREET  
LISBON, ME 04210**

**TOWN OF LISBON**  
**POLICE CRUISER**  
**BID NO. 2022-015**  
**REQUEST FOR PROPOSAL**

**BID NO. 2022-015**  
**POLICE CRUISER**

November 16, 2022

Sir/Madam:

Sealed bids will be received in the office of the Town Manager until **Friday, December 2, 2022. until 10:00 a.m.,** at which time they will be publicly opened and read aloud on the enclosed specifications for one **POLICE CRUISER.**

The Town Council reserves the right to accept or reject any and all proposals.

**Please use a sealed envelope clearly marked with the bid name and number** when submitting your bid.

Respectfully,

Glenn Michalowski  
Town Manager



**TOWN OF LISBON**  
**POLICE CRUISER**  
**BID NO. 2022-015**

Bid Due Date: **Friday December 2, 2022. until 10:00 a.m.,**

The Town of Lisbon is accepting sealed proposals for **ONE (1) Ford Police Interceptor Utility Pursuit Rated Police Cruiser** for the Police Department.

Bids will be received at the office of the Town Manager until **10:00 a.m. on December 2<sup>nd</sup>, 2022**, and then, at said office, publicly opened and read aloud.

Each bidder is required to state in his/her Proposal his/her name and place of residence and the names of all persons or parties interested as principals with him/her; and that the proposal is made without any connection with any other bidder making any proposal for the same work; and that no person acting for or employed by the Town of Lisbon is directly or indirectly interested in the proposal or in any contract which may be entered into to which the proposal relates, or in any portion of the profits therefrom, except as provided by the Town Charter.

The proposal must be signed by the bidder with his/her full name and address and be enclosed in a sealed envelope. The sealed envelope shall be marked with the name and address of the bidder and entitled:

**PROPOSAL FOR**

**ONE (1) Pursuit Rated Police Cruisers**

and addressed to: "Town Manager, Town Office, Lisbon, Maine". If the proposal is forwarded by mail, the sealed envelope containing the proposal and marked as above must be enclosed in a second envelope which shall be addressed to: "Town Manager, Town Office, 300 Lisbon Street, Lisbon, Maine 04250." All mailed proposals should be sent by registered mail to ensure delivery.

Any bidder may withdraw his/her proposal prior to the scheduled time for the opening of proposals upon presentation to the Town Manager of a request, in writing, to do so. Any bidder who withdraws his/her proposal within thirty (30) days after the actual opening thereof shall be considered to have abandoned his/her proposal. Any proposal received after the scheduled opening time will not be considered.

Bids and Proposals are considered public documents and may be reviewed by others including competitors.

The Town Council shall have the authority to accept or reject any and all proposals when proposals are deemed non-responsive, toke, collusive or otherwise non-acceptable, and such action is in the best interest of the Town.

The following specification shall be the minimum requirements and the bid shall be of the manufacture's latest model and design. The bid item must also comply with all applicable Federal and Maine laws. All items appearing in the bidders regular published specifications are assumed to be included in the bidder's proposal.

Detailed specifications for **ONE (1) Ford Police Interceptor Utility pursuit rated Police Cruiser** for the Lisbon Police Department. All items appearing in the bidder's published specifications are assumed to be included in the bidder's proposal. The following specifications shall be the minimum requirements and the bid items shall comply with all Federal and Maine laws.

## **REQUIREMENTS**

ONE (1) NEW 2022 or newer pursuit rated Ford Interceptor Utility SUV cruiser for the Lisbon Police Department. Meeting the following requirements:

<b>MODEL</b>	Ford Utility Police Interceptor Utility AWD 4dr
<b>YEAR</b>	<b>Code K8A</b> NEW 2022 or Newer Model Year
<b>TYPE</b>	<b>*Pursuit Rated*</b> Utility Police Interceptor
<b>COLOR</b>	<b>Primary Paint G1</b> Black
<b>ENGINE</b>	<b>Code 99B</b> Engine 3.3 L V6
<b>TRANSMISSION</b>	<b>Code 44U</b> Transmission – 10 speed automatic
<b>Axle Ratio</b>	3.65 axle ration (standard)
<b>ELECTRICAL</b>	<b>Code 500A</b> Preferred option package (Police)
	<b>Code 936</b> California Public Service/ Emergency Vehicle Exempt
	<b>Code 423</b> California emissions System not required
	<b>Code 87R</b> Rear view camera (Standard)
	<b>Code 549</b> Heated side view mirrors
	<b>Code 86T</b> Tail lamp/Police Interceptor housing only
	<b>Code 86P</b> Front head lamp/Police Interceptor housing only
	<b>Code 51R</b> Driver's side LED spot light
	<b>Code 942</b> Daytime running lamps
<b>DRIVE UNIT</b>	<b>AWD</b>

## **MINIMUM VEHICLE DIMENSIONS (Inches unless otherwise noted)**

<b>WHEELBASE</b>	119.1
<b>VEHICLE LENGTH</b>	198.8
<b>HEIGHT</b>	69.3
<b>HEAD ROOM</b>	40.7 front / 40.4 rear
<b>LEG ROOM</b>	40.9 front / 40.7 rear
<b>SHOULDER ROOM</b>	61.8 front /61.3 rear
<b>HIP ROOM</b>	59.3 front /59.1 rear
<b>CARGO AREA</b>	Width 47.9 / Length 46.2



### CHASSIS

<b>STEERING</b>	Electric power-assisted steering, Steering wheel –with 4 remappable latching switches
<b>BRAKES</b>	Brakes – 4-wheel heavy-duty Police disc brake package (ABS brakes)
<b>SUSPENSION</b>	Police Package 4 wheel independent suspension, rear anti roll bar
<b>DIFFERENTIAL</b>	Standard Police Interceptor Utility Differential
<b>RADIATOR</b>	Standard Police Interceptor Utility Radiator
<b>TIRES/WHEELS</b>	Must be high performance pursuit rated (All Season) Must come with full size spare with matching high performance pursuit rated all season tire. Wheels are Standard black 18 inch wheels

### BODY & ACCESSORIES

<b>SEATS</b>	<b><u>Interior Code 9W:</u></b> Charcoal Black heavy-duty cloth front bucket seats/ Split folding rear vinyl seats
<b>RESTRAINT SYSTEM</b>	Front and rear seat belt restraints. 75-mph rear-impact crash test
<b>REQUIRED ACCESSORIES</b>	<b><u>Code 153</u></b> Front license plate bracket
	<b><u>Code 59B</u></b> Keyed alike – 1284X
	<b><u>Code 68L</u></b> Rear door handles inoperable/lock operable
	<b><u>Code 43D</u></b> Dark car feature – courtesy lamp disabled when any door is opened
	<b><u>Code 17T</u></b> Red/white lamp in the cargo area
	<b><u>Code 60A</u></b> Grille LED lights, siren, and speaker pre-wiring
	<b><u>Code 60R</u></b> Noise suppression bonds (ground straps)
	<b><u>Code 53M</u></b> Bluetooth capability (Sync)
	Factory installed air-conditioning.
	Power windows - Lockable from driver position.
	Back up camera with Rear Park Assist sensors
<b>POWER MIRRORS</b>	Power side view mirrors (Left & right) both controlled from driver's seat and HEATED.
<b>SPEEDOMETER</b>	Special police speedometer certified for police duty.
<b>WINDOW GLASS</b>	All windows to be tinted or shaded glass.
<b>DOOR LAMP SWITCHES</b>	Responsibility of dealer to deactivate door/lamp switches.
<b>WARRANTY</b>	3 years 36,000 miles bumper to bumper, 60 months 100,000 miles power train. Corrosion warranty 60 months



**NOTE:** ANY EQUIPMENT NOT SPECIFIED BUT REQUIRED BY LAW WILL BE INCLUDED

**TRADE VEHICLES**

The Town of Lisbon has one (1) vehicle available for trade. The vehicle is still in service. Trade vehicle will not be available until up fit of new cruiser is complete. The vehicle can be viewed by contacting Police Chief Ryan McGee (207-344-1429).

UNIT #	YEAR	MAKE/MODEL	CURRENT MILEAGE	VIN#
3	2019	Ford Interceptor Police Utility (Color: Black)	125,000	1FM5K8AR8KGB43649

**TOWN OF LISBON, MAINE**  
**BID NO. 2022-015**  
**ONE (1) Ford Police Interceptor Utility**  
**Pursuit Rated Police Cruisers**  
**PROPOSAL FORM**

**To receive consideration, the Proposal Form must be filled in and signed.**

The undersigned hereby declares that he has carefully examined the specifications and that he/she proposes and agrees, if this proposal is accepted, to provide the items identified in his/her proposal in accordance with the specifications listed; and that he/she will accept full payment therefor the following sum:

<b>Year</b>		
<b>Make/Model</b>		
<b>Item</b>	<b>Unit \$</b>	<b>Total</b>
<b>1. One (1) Police Cruiser Trade:</b> Unit #3 2018 Ford Interceptor Police Utility VIN# 1FM5K8AR8KGB43649	\$	
<b>TOTAL BID PRICE:</b>		<b>\$</b>

<b>Terms</b>		
<b>Delivery Terms</b>		
<b>Warranty</b>		
<b>Extended Warranty Available</b>	YES	NO
If yes, COST:	\$	
<b>Exceptions to Specifications</b>	YES	NO

If yes, list exceptions:


<b>FIRM</b>	
<b>TAX ID/ DUNS #</b>	
<b>SIGNED BY</b>	
<b>PRINTED OR TYPED NAME</b>	
<b>PRINTED OR TYPED TITLE</b>	
<b>ADDRESS</b>	
<b>E-MAIL ADDRESS</b>	
<b>TELEPHONE #</b>	
<b>DATE</b>	

## ESTIMATE

**Sheehan Electric LLC**  
4 Amalfi St.  
Lisbon Falls, Maine 04252

SheehanElectricLLC@gmail.com  
+1 2075777067



Sheehan Electric LLC

### The Town of Lisbon

#### Bill to

The Town of Lisbon

#### Estimate details

Estimate no. : 1109

Estimate date : 10/12/22

Expiration date : 10/26/22

	Product or service	Amount
1.	<b>Material</b>	\$5,850.00
	Samsung 36,000 BTU Max Heat outdoor unit with 36,000 BTU Windfree indoor unit for Beaver park lodge	
2.	<b>Labor</b>	\$1,250.00
3.	<b>Samsung Preferred Dealer Warranty</b>	\$0.00
	Additional 2 years on manufacturers warranty (total of 12 years) and 1 year warranty parts and labor paid by Samsung	
4.	<b>1 Year Workmanship Guarantee</b>	\$0.00
<b>Total</b>		<b>\$7,100.00</b>

#### Note to customer

Material shall be paid before commencing work and the remainder shall be paid upon completion. This estimate does not include any repairs to the building finish if required to make alterations in order to install electrical components. (Drywall work, paint, etc.) Any alteration or deviation from the above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. By accepting this proposal, you agree the above prices, specifications, and conditions are satisfactory and hereby accepted.

I look forward to working with you,

Have a great day!

Sheehan Electric LLC

Expiry date

10/26/22





# Lisbon Police Department

A Community Policing Agency

300 Lisbon St.  
Lisbon, ME 04250

Ryan A. McGee  
Chief of Police

## October 2022 Report to Council

### Police Department

October was a fun filled month at the Police Department. Chief McGee was honored to be part of the Graziano Park Dedication that took place on Saturday October 29<sup>th</sup>. The dedication drew a large crowd, and the Graziano family was very appreciative of the event. Special thanks to all the volunteers, the Lisbon Town Council and the Lisbon Parks and Recreation Department.

The Harvest Festival was also this month, and the Lisbon Police Department had three prizes to give away for a free ride to the Lisbon Community School in a police cruiser. The three winners of the sack races were Logan Tavares, Ryder Gilkes, and Anna Deveau. Congratulations on a job well done!

Every year, Lisbon has a Library Halloween Parade down Main Street. We had a great turn out this year, with youngsters and their families from Lisbon, as well as many other communities. The children enjoyed trick or treating at our area businesses, while members of our police department walked with them. Here is a photo of Chief McGee with some of the kids that enjoyed the event.





# Lisbon Police Department

A Community Policing Agency

300 Lisbon St.  
Lisbon, ME 04250

Ryan A. McGee  
Chief of Police

In October, requests for police assistance totaled 1,283 calls for service. There were 76 investigations initiated that include; Domestic Violence Assault, Burglary, Burglary of a M/V, Theft by Unauthorized Taking, Misuse of Identification, Criminal Mischief, Operating Under the Influence, Violation Conditions of Release, Warrant Arrest, Operating without a License, Unlawful Possession of Schedule Drugs (Meth), Unlawful Possession of Schedule Drugs (Heroin), Sale and Use of Drug Paraphernalia, Refusing to Submit to Arrest, Aggravated Reckless Conduct, Endangering the Welfare of a Child, Criminal Simulation, Criminal Speed, and Failing to Stop for an Officer. 19 individuals were arrested or charged with criminal violations this past month. There were 25 motor vehicle crashes, and 207 motor vehicle stops.

The School Resource Officers handled 99 calls for service at the schools this month and taught many classes during the month as well. Fifth grade "D.A.R.E. – Keepin' it REAL" at Lisbon Community School, and 7<sup>th</sup> grade D.A.R.E. at Philip W. Sugg Middle School have been very successful so far this year.

During the month of October, officers received training in Sexual Assault Forensics, "Lessons Learned from Columbine" Incident Training, and HAZMAT Training; all officers went through both daytime and night firearms qualifications courses. The department also sent eight officers to a nationally recognized "Street Cop Training, on Drug Interdiction".

## **Projection for the Month of November:**

During the month of November, the department will be filling the vacant full-time patrol officer position.

The department will also be utilizing the Bureau of Highway Safety Grant funding, and conducting seatbelt details, distracted driving details and OUI Details.

Thank you,

Ryan McGee  
*Chief of Police*