



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

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

1. CALL TO ORDER & PLEDGE TO FLAG
2. ROLL CALL
 - ___ Councilor Albert ___ Councilor Brunelle ___ Councilor Crawford ___ Councilor Kolbe
 - ___ Councilor Larochelle ___ Councilor Lunt ___ Councilor WardTown Clerk reading of meeting rules
3. GOOD NEWS & RECOGNITION
4. PUBLIC HEARINGS
 - A. Downtown Revitalization CDBG Grant in the Amount of \$300,000
5. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS
6. CONSENT AGENDA
 - 2018-209 ORDER – A. Municipal Accounts Payable & Payroll Warrants -

#27	\$9,860.75	#28	\$183,436.56
#29	\$18,213.67	#30	\$8,187.64
#	\$	#	\$
 - B. School Accounts Payable & Payroll Warrants -

#	\$	#	\$
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 - C. Workshop Minutes of September 13, 2018 and Minutes of September 18, 2018
 - D. Schedule Public Hearing for October 16 for GA Maximums/Appendix A Amendments
 - E. Seniors Plus MOU – Meals at MTM
7. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES
 - 2018-210 ORDER – Androscoggin Land Trust – Memorandum of Agreement
 - 2018-211 ORDER – Sidewalk Plowing Program Changes
 - 2018-212 ORDER – Crack Sealing Bid Award
 - 2018-213 ORDER – Single Stream Recycling
 - 2018-214 ORDER – Public Works Truck Bid Award
 - 2018-215 ORDER – Marijuana Discussion
 - 2018-216 ORDINANCE – General Assistance Maximums/Appendix A Amendments – *First Reading*
 - 2018-217 ORDER – Street Name – E911 Addressing Officer Request
 - 2018-218 ORDER – Fire Department - Permission to Apply for Grant
 - 2018-219 RESOLUTION – CDBG Downtown Revitalization Program for \$300,000
 - 2018-220 ORDER – CDBG Façade Grant Change Order – Glass Bid
 - 2018-221 ORDER – 2018 Winter Sand Bid
8. OTHER BUSINESS
 - A. Council Committee Reports:
 1. School (Councilor Albert)
 2. Planning Board (Councilor Ward)
 3. LDC (Councilor Larochelle)
 4. Conservation Commission (Councilor Ward)
 5. Recreation (Councilor Kolbe)
 6. County Budget (Councilor Ward)
 7. Library (Councilor Lunt)
 - F. Town Manager's Report
 - G. Department Head Goals Update
 - a. Economic Development Director
 - b. Assessor
 - c. Library Director
 - d. Code Enforcement Officer
 - e. Public Works Director
9. APPOINTMENTS
10. COUNCIL COMMUNICATIONS
11. AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS
12. EXECUTIVE SESSION
 - 2018-221 ORDER – 1 MRSA §405 (6) C Acquisition of Real Property or Economic Development
13. ADJOURNMENT
 - 2018-222 ORDER – To Adjourn

SUMMARY OF LISBON COUNCIL MEETING RULES

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

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

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



Town of Lisbon

Diane Barnes
Town Manager

Town Council

Allen Ward, Chairman
Christopher Brunelle, Vice Chair
Norm Albert
Kris Crawford
Kasie Kolbe
Fernand Larochelle, Jr.
Mark Lunt

MEMO

To: Town Council

From: Diane Barnes, Town Manager

Subject: Recommendations

Date: October 2, 2018

Agenda Item 2018-210 Androscoggin Land Trust – Memorandum of Agreement

The Androscoggin Land Trust (ALT) is a private, non-profit 501(c)(3) membership-supported organization dedicated to protecting, through land conservation the important natural areas and outdoor experience in the Androscoggin River watershed. The original MOU was signed in September of 2009. The Androscoggin Land Trust currently conserves over 5,000 acres of land, including ten miles of riverfront along the Androscoggin River.

The Town of Lisbon and the Androscoggin Land Trust Memorandum of Understanding outlines the mutually agreed upon purpose, scope, and responsibilities of both entities regarding the preservation and use of the John Ackerman Island in the Androscoggin River, approximately 4 +/- acres, which was donated to the Androscoggin Land Trust. Accordingly, the Androscoggin Land Trust and the Town of Lisbon, operate under this MOU (see agreement in packet).

Recommendation

Approve the Androscoggin Land Trust Memorandum of Agreement as presented.

Agenda Item 2018-211 Sidewalk Plowing Program Changes

The Public Works Director recommends making changes to the amount of coverage in order to stay within the \$ 50,000 budgeted for Sidewalk Snowplowing. Last year there were sidewalks added to the route, which put the contact amount over by almost \$4,000. Mr. Martin suggested making a few subtle changes to the routes to keep the town under the budgeted amount. See the proposed schedule in your packet.

Recommendation

Approve the Amendments presented to the Sidewalk Plowing Program.

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**Agenda Item 2018-212
Crack Sealing Bid Award**

The Public Works Director advertised the Crack Sealing Program looking for someone to supply 1000 gallons of Asphalt Crack Sealing, furnished, and installed. The following bids were received on September 14:

B&G Specialties	\$ 21,000
Pike Industries	\$ 27,830

The apparent low bidder is B&G Specialties of Windham, Maine. The basis of award is per gallon, which was \$21.00 and 27.83 respectively. Mr. Martin solicited budget numbers from other Towns at around \$1.50 per gallon; hence the \$15,000 request. Given the small paving program we are completing this season, Mr. Martin is requesting the Council award the bid to B&G Specialties for \$21,000 for 1000 gallons to go as far as possible.

Recommendation

Award the Crack Sealing Bid to B&G Specialties for \$21,000 for 1000 gallons to go as far as possible.

**Agenda Item 2018-214
Public Works Truck Bid Award**

The Public Works Director advertised for a standard work truck model ¾ Ton Pickup truck Pickup Truck bid on September 11 and received the following bids by the deadline September 25:

Pape Chevrolet (Red)	\$ 30,816.50
O'Connors GMC	\$ 32,525.00

The apparent low bidder is Pape Chevrolet of Portland. The trucks are identical in style except one is Red and one is Slate in color. Mr. Martin recommends awarding the bid to Pape Chevrolet for \$ 30,816. There is \$30,000 allocated in the budget and the balance would come from the Public Works' operating budget.

Recommendation

Award the Public Works Truck bid to Pape Chevrolet for \$30,816.50 as presented.

**Agenda Item 2018-218
Fire Department – Permission to Apply for Grant**

Chief LeClair is requesting Council permission to apply for the Assistance to Firefighters Grant (AFG). The AFG is a federal grant through FEMA requiring 5% in matching funds. The primary goal of the AFG is "to meet the firefighting and emergency response needs of fire departments and nonaffiliated emergency medical service organizations. Since 2001, AFG has helped firefighters and other first responders obtain critically needed equipment, protective gear, emergency vehicles, training and other resources necessary for protecting the public and emergency personnel from fire and related hazards." The grant deadline ends October 26. Chief LeClair indicated his goal would be to research the possibility of applying for the grant to help fund the truck that is going to a referendum vote.

Recommendation

Authorize the Fire Chief to apply for the Assistance to Firefighters Grant.

Agenda Item 2018-219
CDBG Downtown Revitalization Program for \$300,000

The Town of Lisbon is the recipient of another Community Development Block Grant (CDBG) Downtown Revitalization Grant for the Lisbon Village Streetscape Project in the amount of \$300,000. As part of the Phase II grant process, the town will hold a public hearing October 2, 2018 to hear public comments as part of the Project Development Phase regarding the CDBG-DR Lisbon Village Streetscape Project.

The Resolution in the Council's packet outlines the town's responsibilities and gives the Town Manager the authorizations necessary to carry out the duties and responsibilities for implementing this CDBG Program.

Recommendation

Adopt the State of Maine Community Block Grant Program Resolution as presented.

Agenda Item 2018-220
CDBG Façade Grant Change Order – Glass Bid

Due to timing and no interest in bids for the masonry and carpentry work, the owners have asked to award the complete window and door replacement project to Portland Glass. Council had already awarded Portland Glass in the amount of \$17,900 and the additional amount of \$1,874.96 will cover the complete cost for window and door replacement.

<u>Location</u>	<u>Bidder</u>	<u>Additional Work</u>
14 Main Street	Portland Glass (Windows/Doors)	\$1,874.96

After speaking with the owners the Economic & Community Development Director is requesting Council to award the Windows/Doors Replacement Change Order from Portland Glass in the amount of \$1,874.96.00 as part of the CDBG Façade Grant requirements for a total award amount of: \$19,774.96. This award is contingent on the work being completed by the November 30, 2018 deadline.

Recommendation

Award the bid to Portland Glass for \$1,874.96 contingent upon the work being completed by the November 30, 2018 deadline.

Agenda Item 2018-221
2018 Winter Sand Bid

The Public Works Director advertised for Winter Sand Bids to supply 1500 Cubic Yards of sand delivered to the Towns Stock pile on Capital Avenue on September 11 and received the following bids:

Copp Exc.	\$ 13,065.00
Country Fare	\$ 19,125.00

Given the amount of work that is in the Public Works Agenda to be completed this fall Mr. Martin recommends accepting the proposal from Copp Excavation for the 1500 cubic yards and Contract sum of \$13,065.00

Recommendation

Award the 2018 Winter Sand bid to Copp Excavation in the amount of \$13,065 for 1500 cubic yards.

Phase II Public Hearing Notice to comply with Title VI Requirements

Public Hearing Notice
The Town of Lisbon

The **Town of Lisbon** will hold a Public Hearing on Tuesday, October 2, 2018, at 7 p.m., at the Town Office to discuss acceptance of a Downtown Revitalization CDBG Grant in the amount of \$300,000. The purpose of the grant is for rehabilitation of sidewalks and curbing, drainage, improvements to crosswalks, street lighting, bus shelters, and greenery in the village of Lisbon. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase. All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to: Tracey Steuber, Economic & Community Development Director at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the Town's programs or services, please call Tracey Steuber at 207-353-3000 extension 122, so that accommodations can be made.



Town of Lisbon
300 Lisbon Street
Lisbon ME 04250
733-2341

Please publish on September 20, 2018



**TOWN COUNCIL
WORKSHOP
MEETING MINUTES
SEPTEMBER 13, 2018**

Normand Albert, At Large 2018
Kasie Kolbe, District 1 2018
Allen Ward, District 2 2018
Christopher Brunelle, At Large 2019
Mark Lunt, District 1 2019
Kris Crawford, District 2, 2019
Fern Larochelle, At Large 2020

CALL TO ORDER. The Chairman, Allen Ward, called the meeting to order and dispensed the pledge of allegiance to the flag at 6:00 PM.

ROLL CALL. Members present were Councilors Ward, Brunelle, Lunt, and Crawford. Also present were Diane Barnes, Town Manager; Planning Board Members were Karin Paradis (Chairman), Donald Fellows, Scott Hall, William Kuhl, Eric Metivier; Curtis Lunt, and Dan Leeman; Dan Stockford, Esquire, Town Attorney; Dennis Douglass, Code Enforcement Officer; and approximately 10 citizens in the audience.

MARIJUANA ORDINANCE DISCUSSION WITH PLANNING BOARD

Mrs. Barnes said she put this meeting together based upon Council's straw poll indication that they may want to opt in. She said she reviewed Dan Stockford's memo and listed the things the Council and Planning Board will need to decide on. Decisions need to be made regarding licensing and regulation, and then if the town decides to do an ordinance, the last step would be to have Attorney Stockford draw up a draft ordinance based upon the discussion tonight.

Councilor Ward said he did not think the Planning Board saw this as much more than adopting the land use and zoning designations that already dictate where this can happen. Mr. Fellows said there is a lot of ambiguity in the existing land use ordinance still the way it is so they have loosely discussed making a separate section in the land use ordinance that deals separately with this topic, either recreation or medical; and specifically to exclude anything that deals with marijuana in the other sections. He said they need to be careful in doing this and if they did that it would take some workshop time to accomplish, etc.

Mrs. Paradis said she was very confused about the state legislation. Attorney Stockford said the town is free to impose municipal regulations on the types of marijuana businesses if it chooses to opt in. He encouraged the town determine what regulations should apply before that vote to opt in occurs and the consensus of the Council already is that they are receptive to discussing whether or not to opt in.

Councilor Ward asked for an explanation of the difference between recreational and medical use of marijuana is and what the role of the municipality is. Attorney Stockford said there are four categories for each as follows:

Recreational Marijuana

- 1) Marijuana Store
- 2) Cultivation facilities
- 3) Product Manufacturing facilities
- 4) Testing facilities

Medical Marijuana

- 1) Registered Caregivers & Medical Retail Stores
- 2) Registered Dispensaries
- 3) Product Manufacturing facilities
- 4) Testing facilities

Attorney Stockford mentioned a business could operate both so long as both types are operated completely separate from each another. The law does allow some businesses to operate on both sides of the law, but as far as cultivation, manufacturing, and testing facilities the law allows businesses to operate on both side of the law subject to certain restrictions keeping the product and processes separate. If the town opts in then the town has the right to regulate land use, regulations, performance standards, and other things associated with that. Assuming those types of businesses are allowed then what are the suggested regulations the town would like to impose on them.

Kimberly Printy, Cannabis Educator/Advisor & Advocate said unless you have something in your municipal ordinance prohibiting it, that caregiver storefronts were allowed, which is why a lot of towns are having that conversation. There are many people already operating right now and there is nothing that prohibits them, unless it

was worked into your ordinance. Attorney Stockford said his understanding of the new law that goes into effect in 90 days after the legislature adjourns is that within 90 days or so, when that new legislation goes into effect, at that point towns will have to opt in to allow this. He said, right, under current state law a caregiver can operate a retail store. Lisbon has adopted a moratorium on all types of medical marijuana businesses in order to allow time for these boards to consider how they want to regulate it.

Mr. Douglass said we cannot accept an application yet. Attorney Stockford said correct, because we have a moratorium in place for medical marijuana businesses and adult use businesses are not okay unless the town opts in.

Mr. Fellows said the Planning Board wants to deal primarily with planning uses and not licensing and regulations. Mrs. Paradis said Lisbon has made a lot of progress here, property values could be effected by this, and that she would like to see other towns be the trailblazers, because it is easier to prevent a problem than to fix it. Councilor Brunelle said everyone has his or her own opinion on value of progress. He said he wanted this to become an asset to the town.

Mr. Fellows said retail is retail and in the right place is where they want these to be. Mr. Douglass recommended putting the categories described tonight into the land use chart; these categories should match up nicely and go somewhere into the land use chart.

Attorney Stockford indicated towns could consider licensing; he explained that towns could certify establishment is permitted and then the state can issue the license. Councilor Ward said that sounds similar to what happens with liquor licensing.

Dan Leeman stressed the importance of establishing clearly identifiable land uses for these categories to protect our CEO so that is very straightforward when it comes to the location allowing one or the other. Kim Printy explained the operations for testing, manufacturing, and explained the necessary training needed to operate equipment. Several in the audience spoke briefly. Councilor Brunelle explained that this ordinance process should not take that long to accomplish and that Council could lift the moratorium early.

Councilor Ward explained that the Planning Board meets tonight at 7:00 PM. Seeing no objections, he closed the Council Workshop with the Planning Board at 7:12 PM.

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: October 2, 2018



**TOWN COUNCIL
MEETING MINUTES
SEPTEMBER 18, 2018**

Normand Albert, At Large 2018
Kasie Kolbe, District 1 2018
Allen Ward, District 2 2018
Christopher Brunelle, At Large 2019
Mark Lunt, District 1 2019
Kris Crawford, District 2, 2019
Fern Larochelle, At Large 2020

CALL TO ORDER. The Chairman, Councilor Ward, called the meeting to order and led the pledge of allegiance to the flag at 7:00 PM.

ROLL CALL. Members present were Councilors Ward, Albert, Kolbe, Brunelle, Lunt, Crawford, and Larochelle. Also present were Diane Barnes, Town Manager; Dennis Douglass, CEO; Tom Martin, Public Works Director; Tracey Steuber, Economic Development Director; Nate LeClair, Fire Chief; Karen Paradis, Planning Board Chairman; Michael E. Carry, Esquire, Attorney from Brann & Isaacson;

There were approximately 10 citizens in the audience.

GOOD NEWS & RECOGNITION

PROCLAMATION – CHILDHOOD CANCER AWARENESS MONTH

VOTE (2018-192) Councilor Kolbe, seconded by Councilor Larochelle moved to adopt the Childhood Cancer Awareness Proclamation as follows:

The Town of Lisbon supports Going Gold in the month of September in support of Childhood Cancer Awareness.

WHEREAS, Cancer is the leading cause of death by disease among U.S. Children and is detected in more than 15,000 of our country's sons and daughters every year; and

WHEREAS, in the State of Maine cancer affects more than 50 new children and families annually, where more than 400 children are undergoing treatment currently and where we are ranked in the top range of incidence of all cancers at 468.3 per 100,000 people; and

WHEREAS, September is nationally recognized as Childhood Cancer Awareness Month; and

WHEREAS, thanks to all the advances in research and treatment, the five year survival rate for all childhood cancers has climbed from less than 50 percent to 80 percent over the last several decades; and

WHEREAS, innovative studies are leading to real breakthroughs reminding us of the importance of supporting scientific discovery and moving closer to finding cures, though much work remains to be done; and

WHEREAS, 1 in 5 children diagnosed will not survive.

NOW THEREFORE, we the Town Council of Lisbon have declared our support for all of the children and families affected by Childhood Cancer. In doing so, we do recognize September as **Maine Childhood Cancer Awareness Month**. This is our way of paying tribute to the families, friends, professionals and communities who lend their strength to children fighting pediatric cancer.

Order passed - Vote 7-0.

PUBLIC HEARING

A. DANGEROUS BUILDING - 430 RIDGE ROAD OLD TAVERN

WITH SABATTUS SELECTMEN

Councilor Ward welcomed the Sabattus Selectmen to Lisbon's joint meeting. Selectmen Duquette opened the Sabattus Board of Selectmen's meeting. He mentioned that they have had the same interest from members of the public about the agenda item regarding the Order for the dangerous building hearing regarding 430 Ridge Road in Lisbon /921 Middle Road in Sabattus that Lisbon has had. Because of the interest, he said, he would like to provide an opportunity for public comment and take the Public Comment portion of their agenda out of order. Councilor Ward called for anyone who would like to speak to come forward now.

David Offinger said he was a contractor and that he works with old paintings. He said he works with a non-profit group that protects all historical paintings. He encouraged the paintings to be saved if possible prior to the demolition process. He said there was a serious interest in purchasing or working with people to preserve these paintings.

Ron Wills of 120 Lisbon Road reported that in Francis Plummer's book "*Lisbon, The History of a Small Maine Town*" he writes that this was the house used to hold Lisbon's first town meeting. He said it would be somewhat foolhardy to lose that kind of history. He said back then this house would have been built with hand hued beams and timbers and should be quite sturdy. He said all the sides are perfectly straight on that building, but it does need a whole new roof. He said that building could be saved; this would be a big mistake for the town to demolish it.

Councilor Ward opened the public hearing for the Dangerous Building at 430 Ridge Road in Lisbon, Maine also known as 921 Middle Road in Sabattus, Maine, (which will be referred to as the "Structure"). He said the hearing is to determine whether the Structure is a nuisance or dangerous building within the meaning of the applicable Maine statute found in 17 M.R.S. Section 2851 and succeeding statutes. If the Lisbon Town Council determines that the Structure is a nuisance or dangerous building, they will then determine what actions the property owner must take.

Councilor Ward said before they proceed, he would share the standard that both bodies will use to determine whether the Structure is a nuisance or dangerous building. Under 17 M.R.S. Section 2851, a structure, or any part thereof, is a nuisance or a dangerous building if it is "structurally unsafe, unstable, unsanitary, constitutes a fire hazard, is unsuitable or improper for the use or occupancy of which it is put, constitutes a hazard to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; or is otherwise dangerous to life or property."

Councilor Ward said before they start, he asked a question of all Lisbon Town Councilor members. The property on which the Structure is located is owned by Pamela A. McGuire and the heirs of Robert A. McGuire. He said does any Lisbon Town Council member know the property owner, or have knowledge about this matter, and believe you could not fairly and impartially hear the facts and decide the matter based on the evidence presented at this hearing? No Councilors responded.

Selectmen Duquette said both bodies will jointly take evidence regarding the Structure, and then each body will separately deliberate to determine whether the Structure is a nuisance or dangerous building and, if so, what action should be taken. Now, the procedures that the Lisbon Town Council and the Sabattus Board of Selectmen members will follow in conducting this hearing are as follows:

Councilor Ward said I accept the Code Enforcement Officer's previously provided, Exhibits A-M into evidence.

- 1) The presentation of evidence regarding the Structure will occur in the following order:
 - a. Dennis Douglass, who is the Code Enforcement Officer for the Town of Lisbon and the Town of Sabattus, will present an opening statement and relevant evidence regarding why he believes that the Structure is a nuisance or dangerous building, and what remedy the Lisbon Town Council and the Sabattus Board of Selectmen shall order.
 - b. Councilor Ward said seeing no opposing parties, the Lisbon Town Council Members and Sabattus Board Members can then ask questions of the Code Enforcement Officer, an opposing party, or a witness. This is not the time for members to deliberate amongst themselves.
 - c. Each side can then make closing remarks of not more than two minutes each.

- 2) Only parties to these hearings will be allowed to participate. Comments from the public will not be taken at this hearing.
- 3) After all information has been presented, the record will be closed. The Town of Sabattus Selectmen and staff will take seats among members of the public.
- 4) The Lisbon Town Council will deliberate and take a vote on whether the Structure is a nuisance or dangerous building. If the Lisbon Town Council determines that the Structure is a nuisance or dangerous building, it shall deliberate and take a vote on the appropriate order to be made to remedy the situation. The Town of Lisbon Councilors and staff will take seats among members of the public.

Selectman Duquette said the Town of Sabattus Selectmen and staff will return from the audience to deliberate and take a vote on whether the Structure is a nuisance or dangerous building. If the Sabattus Board of Selectmen determines that the Structure is a nuisance or dangerous building, it shall deliberate and take a vote on the appropriate order to be made to remedy the situation. This is an administrative hearing and not a court proceeding or trial. Therefore, the formal rules of evidence will not apply. He said the Chairman of the Lisbon Town Council and I will determine the appropriateness and admissibility of evidence, on the advice of the Towns' Attorney.

Selectman Duquette asked Dennis Douglass, the Town of Lisbon and the Town of Sabattus Code Enforcement Officer, to present the Lisbon Town Council and the Sabattus Board of Selectmen with information relevant to this matter before it.

I. Introduction

Dennis Douglass introduced himself and said he worked for the Towns of Lisbon and Sabattus as the Code Enforcement Officer. He said his certifications are included in your packets as Exhibit M, and are in brief:

- Maine Dept. of Economic and Community Development Certification #989 - To perform duties as Code Enforcement officer in the areas of Land Use, Building Codes, Energy Codes, Shoreland Zoning, Ventilation Codes and Radon Codes.
- Maine Dept. of Economic and Community Development Certification #1170 - To perform duties as the Local Plumbing Inspector.
- Maine Dept. of Health and Human Services Local Health Officer Certification, pursuant to Title 22, Chapter 153, §451(2).

II. Property owner and parties in interest

Mr. Douglass said the property at question tonight is a single-family dwelling addressed as 430 Ridge Road, Lisbon and 921 Middle Road, Sabattus. It was deeded to Robert A. McGuire and Pamela A. McGuire on April 30, 2001, and a copy of the deed is in your packet as Exhibit A. Also in Exhibit A is a copy of Lisbon Tax Map R-09 Lot 14, and Sabattus Tax Map 2 Lot 26. Robert A. McGuire died on November 2, 2014 and a copy of a portion of the Town of Lisbon Annual Report celebrating his life is included in your packets as Exhibit B. The Bank of New York Mellon FKA The Bank of New York as Trustee for the Benefit of the Certificateholders of the CWABS Inc., Asset-Backed Certificates, Series 2004-2 holds a mortgage on the Property. The following entities have filed a lien on the Property: Sherman Acquisition II, LP and State of Maine, Maine Revenue Services.

Mr. Douglass said notices of this dangerous building hearing were recorded in the Androscoggin County Registry of Deeds, on July 9, 2018, in Book 9880 and Page 51 and Book 9905 and, on August 9, 2018, in Page 301, copies of which are included in your packets as Exhibit C. On July 31, 2018, Pamela A. McGuire was served with notices of hearing, both individually and as a representative of the heirs of Robert A. McGuire, and those returns of service are in your packets as Exhibit D and Exhibit E. On July 24, 2018, The Bank of New York Mellon FKA The Bank of New York as Trustee for the Benefit of the Certificateholders of the CWABS Inc., Asset-Backed Certificates, Series 2004-2 was served with notices of hearing, and those returns are in your packets as Exhibit F. On September 12, 2018, Sherman Acquisition II, LP was served with notices of hearing at the address on file at the Delaware Department of State, and those returns of service are in your packets as Exhibit G. On September 6, 2018, State of Maine, Maine Revenue Services was served with notices of hearing, and those returns of service are in your packets as Exhibit H.

III. Location Of The Building

Mr. Douglass pointed out that no survey has determined the exact location of the building in relation to the boundaries of the two towns. According to the State of Maine GIS system, the Dangerous Building is located in both towns and the detached barn is located entirely in Lisbon. An image from the Maine GIS system is included in your packets as Exhibit I. He said according to the Maine GIS system, the town line runs through the formal front door, or very near it. He said he accessed the Structure through the primary door, located across from the detached garage, on the south end of the house. He said he entered the house, through that door, into the kitchen. The living room is on that same side of the house, furthest away from King Rd. A bedroom is on the other end of the house, nearest the corner of King Rd and Rt. 9.

He indicated the Historical Lisbon tax cards show the Dangerous Building to be located in Sabattus but, according to the Lisbon assessor, the recent revaluation picked-up some portion of the building. A copy of the most recent Lisbon tax card is in your packet as Exhibit K. Sabattus assesses \$139,500 for the value of the building, and the tax card notes that "Owner's land is in both Sabattus and Lisbon. Some buildings are in Lisbon." A copy of the most recent Sabattus tax card is in your packet as Exhibit J.

IV. Dangerous Building

Mr. Douglass said present conditions of the Structure are portrayed in the slide show, which is included in your packets as Exhibit L, and which he read through.

Mr. Douglass reported the following Conclusion: The Structure is a dangerous building for the following reasons:

- The Structure's fascia board and soffits are missing, deteriorated, or hanging from the front of the Structure and on the back of the Structure's main portion.
- Many or most of the rafters are deteriorated, caving in or collapsed in the main portion of the Structure.
- A large portion of the roof is missing on the back of the main portion of the Structure.
- The Structure's roof and rafter system is substantially deteriorated, caving in and collapsing, exposing the elements, introducing moisture, and contributing to rot, mold, escalated deterioration and other structural issues.
- The exterior of the Structure is not maintained; and,
- The Structure is in danger of collapsing, making it unsafe to enter, constituting a hazard to health and safety.

Mr. Douglass said as such, "I ask that you adopt the proposed findings of fact and conclusions of law and order that the Structure be demolished."

Attorney Carey said we have not heard from the Mortgage Holder, however, there is one company that came forward that holds a credit card lien on the property and the registered agent has contacted them to say that they are no longer their registered agent but their address still appears in the Delaware Secretary of State's website. He said that was the only one.

Mr. Douglass said he has received many calls about this building. One capable contractor was interested in rehabbing the building. He said this would be quite a long process before the town would ever take over this property. He mentioned Daniel Buck was interested in the murals; however, he reported he had no luck.

Councilor Ward said seeing no more discussion to be entered into the record that he would entertain a motion to close the record.

VOTE (2018-194B) Councilor Brunelle, seconded by Councilor Crawford move that the Lisbon Town Council close the record in the dangerous building hearing regarding 430 Ridge Road in Lisbon. **Order passed – Vote 7-0.**

VOTE (2018-194D) Councilor Brunelle, seconded by Councilor Crawford moved to table this item to let the Sabattus Selectmen deliberate first since they own the largest piece of this Structure. **Order passed - Vote 7-0.**

Councilor Ward reopened the Town of Lisbon Dangerous Building hearing to take a vote on the matter regarding 430 Ridge Road in Lisbon. He said the Town Council will deliberate and may take a vote on whether the Structure is a nuisance or a dangerous building.

Councilor Larochelle said he did not think there was any question about whether it is a dangerous building; this is only one of many buildings in Lisbon that Council is considering for due process. The Council needs to take care of buildings that could cause harm to others in town. The burden of proof is way beyond establishing that it is a danger to other. He recommended the Council move forward to declare it a dangerous building and adopt the findings of fact, conclusions, and order as included in the packet. He said there is still the opportunity for this thing to change its course. He said he would like to see this process move forward with an end to it at some point in time in hopes that someone will come forward to make the necessary repairs as time goes on. This is a dangerous building and the CEO has invested some time in this to tell them it is a dangerous building. This building holds a lot of history and it would be nice to see it rehabbed, but since it is a dangerous building the Council has a responsibility to move forward and remedy this situation.

Councilor Albert asked if Lisbon can order the demolition if Sabattus does not. Attorney Carey said if you find part of this building is in your town then you can vote to order the demolition, but the more important question is how do you get your cost back. He said you could file a civil action against the owners and if you win that you would get a writ of execution to put on the property but only one town can file a real estate tax lien. He said if you find that the Town of Sabattus is the town that can file the real estate tax lien but they do not issue an order there is no authority for the Town of Sabattus to issue a real estate tax lien to recover the cost, so it is a two-step process.

Councilor Albert asked if at the end of the 30-days the town does not act on it is there any liability to the town. Attorney Carey said the town does not own that liability. Mr. Douglas said if the town does not take action after the 30-days and proper permitting goes into place and the building repaired, then the building could be removed from a dangerous status. He said this is what he would prefer to see.

Councilor Kolbe said neither town is financially responsible for refurbishing this property because neither town owns this property.

Councilor Lunt said he hopes the town is interested in working with interested parties and if this comes to demolition, that we try to recover the murals in there. Perhaps scans to preserve it if they cannot be removed.

VOTE (2018-194H) Councilor Larochelle, seconded by Councilor Brunelle moved to adopt the Findings of Fact, Conclusions of Law, and Order for Demolition of 430 Ridge Road as proposed.

**TOWN OF LISBON TOWN COUNCIL
FINDINGS OF FACT, CONCLUSIONS OF LAW
AND ORDER OF DEMOLITION**

430 RIDGE ROAD, LISBON

On September 18, 2018 at 7:00 pm, the Lisbon Town Council held a hearing at 300 Lisbon Street, Lisbon, Maine to determine whether the single-family structure (the "Structure") located on the real estate at 430 Ridge Road, Lisbon, Maine identified as Lot 14 on Tax Map R09 of the Town of Lisbon Tax Maps, and further described in a Deed recorded in the Androscoggin County Registry of Deeds at Book 4645, Page 1, is dangerous or a nuisance pursuant to 17 M.R.S. Section 2851. The location of the Structure is also known as 921 Middle Road, Sabattus, Maine, and the real estate is also identified as Lot 26 on Tax Map 2 of the Town of Sabattus Tax Maps. Based on the information presented at the hearing, the Town Council makes the following findings of fact and conclusions of law, and orders that the Structure be demolished.

Findings of Fact

Present at the hearing on this matter for the Town of Lisbon was Dennis Douglass, Town of Lisbon Code Enforcement Officer. The following individual(s) appeared on behalf of the owners and/or parties in interest: None.

After considering the testimony and evidence presented, the Town Council makes the following findings of fact:

1. Pamela A. McGuire and Robert A. McGuire purchased the Property (the "Owners"). Code Enforcement Department Exhibit A.
2. On November 2, 2014, Robert A. McGuire Died. Code Enforcement Department Exhibit B.
3. On August 9, 2018, a copy of the notice of the dangerous building held pursuant to 17 M.R.S. Section 2851 (the "Notice") was recorded in the Androscoggin County Registry of Deeds at Book 9905, Page 301. Code Enforcement Department Exhibit C.
4. On July 31, 2018, Pamela A. McGuire was served with a copy of the Notice. Code Enforcement Department Exhibit D.
5. On July 31, 2018, Pamela A. McGuire, and heirs of Robert A. McGuire was served with a copy of the Notice. Code Enforcement Department Exhibit E.
6. The Bank of New York Mellon FKA The Bank of New York as Trustee for the Benefit of the Certificateholders of the CWABS Inc., Asset-Backed Certificates, Series 2004-2 ("The Bank of NY Mellon") holds a mortgage on the Property.
7. On July 24, 2018, The Bank of NY Mellon was served with a copy of the Notice. Code Enforcement Department Exhibit F.
8. Sherman Acquisition II, LP ("Sherman") holds a lien on the Property.
9. On September 12, 2018, Sherman was served with a copy of the Notice. Code Enforcement Department Exhibit G.
10. State of Maine, Maine Revenue Services ("Maine Revenue") holds a lien on the Property.
11. On September 6, 2018, Maine Revenue was served with a copy of the Notice. Code Enforcement Department Exhibit H.
12. No survey has determined the exact location of the Structure in relation to the two towns' boundaries.
13. According to the State of Maine GIS system, the Dangerous Building is located in both towns and the town line runs through, or very near, the formal front door. Code Enforcement Department Exhibit I.
14. The primary door is across from the detached garage, located on the south end of the house, and one enters the house, through that door, into the kitchen. The living room is on that side of the house, furthest away from the house. A bedroom is on the other end of the house, nearest the corner of King Rd and Rt. 9.
15. Sabattus assesses a portion of the land on which the Structure is located, has assessed \$139,500 for the value of the building since at least 2007, and the tax card notes that "owner's land is in both Sabattus and Lisbon. Some buildings are in Lisbon." Code Enforcement Department Exhibit J.
16. Neither Pamela A. McGuire nor Robert A. McGuire ever contested the assessment of the Structure by the Town of Sabattus.
17. For the lot recorded in the Androscoggin County Registry of Deeds at Book 4645, Page 1, Lisbon assesses a portion of the land and, after the reassessment completed in 2016, assessed a portion of the Structure. Code Enforcement Department Exhibit K.
18. The Structure is located in both towns.
19. The most necessary and indispensable part of the Structure is in Sabattus because it has taxed the Owners for the value of the building for a long period without contest by them, and the first floor bedroom is located in Sabattus.
20. The Structure's fascia board and soffits are missing, deteriorated, or hanging from the front of the Structure and from the back of the Structure's main portion.
21. Many or most of the rafters are deteriorated, caving in or collapsed in the main portion of the Structure.
22. A large portion of the roof is missing on the back of the main portion of the Structure.
23. The Structure's roof and rafter system is substantially deteriorated, caving in and collapsing, exposing the interior of the Structure to the elements, introducing moisture, and contributing to rot, mold, escalated deterioration and other structural issues.
24. The exterior of the Structure is not maintained.
25. The Structure is in danger of collapsing and unsafe to enter.

Conclusions of Law

Applying the legal standards set forth in 17 M.R.S. Section 2851, the Lisbon Town Council reaches the following conclusions of law:

26. The Structure is structurally unsafe.
27. The Structure is unstable.
28. The Structure is unsuitable or improper for the use or occupancy to which it is put.
29. The Structure constitutes a hazard to health and safety because of inadequate maintenance, dilapidation and obsolescence.

30. The Structure is dangerous to life and property.
31. The Structure poses a serious threat to the public health and safety.

Any of the conclusions in paragraphs 26-30 would be sufficient to support a finding that the Structure is a nuisance or dangerous building, and the Town Council hereby concludes that the single-family structure at 430 Ridge Road, Lisbon is a nuisance and dangerous building within the meaning of 17 M.R.S. Section 2851. The conclusion in paragraph 30 supports a finding that the Structure must be secured pursuant to 17 M.R.S. Section 2856.

Order

Having found that the Structure at 430 Ridge Road, Lisbon is a nuisance and dangerous building within the meaning of 17 M.R.S. Section 2851, and that the Structure must be secured pursuant to 17 M.R.S. Section 2856, the Town of Lisbon Town Council hereby ORDERS:

32. That the Owner and/or its successors and/or assigns shall immediately secure the Structure from entry.
33. That the Owner and/or its successors and/or assigns shall keep the Structure secure.
34. That within thirty (30) days of service of this Order, the Owners and/or its successors and assigns shall demolish the Structure, remove all debris, and stabilize the site.
35. That if the Owners and/or its successors and assigns fail to comply with this Order in the periods set forth herein, the Town of Lisbon shall have the authority to carry out this Order.
36. That within thirty (30) days after demand by the Town, the Owners and/or its successors and assigns shall reimburse the Town for all expenses incurred related to or in connection with this proceeding, if applicable, including, but not limited to, expenses for securing and/or demolishing the Structure, service and other costs incurred, and attorneys' fees.
37. That if the Owners and/or successors and assigns fails to timely reimburse the Town for the expenses provided for above, as provided for in 17 M.R.S. Section 2853, the Town may recover its costs by means of a civil action for collection.

This decision may be appealed to Superior Court under Maine Rule of Civil Procedure 80B.

Order passed - Vote 7-0.

Seeing no objections, the Chairman for the Town of Lisbon called for a 5-minute recess at 7:05 PM. There were no objections.

Councilor Ward resumed the Lisbon Town Council Meeting at 7:10 PM.

COST SHARING AGREEMENT

VOTE (2018-193) Councilor Ward, seconded by Councilor Kolbe moved to **TABLE** this agenda item regarding the cost sharing agreement for the Dangerous Building at 430 Ridge Road with the Town of Sabattus.

Order passed - Vote 7-0.

B. PUBLIC HEARING - DANGEROUS BUILDING - 428 RIDGE ROAD

Councilor Ward opened the agenda item regarding the Order for the dangerous building hearing regarding 428 Ridge Road in Lisbon. He said they were meeting this evening to conduct a hearing to determine whether the structure at 428 Ridge Road is a nuisance or dangerous building within the meaning of the applicable Maine Statute found in 17 M.R.S. Section 2851 and succeeding statutes. He said if they determine that the structure is a nuisance or dangerous building, they will then determine what actions the property owner must take.

Councilor Ward said under 17 M.R.S. § 2851, a structure, or any part thereof, is a nuisance or a dangerous building if it is "structurally unsafe; unstable; unsanitary; constitutes a fire hazard; is unsuitable or improper for the use or occupancy to which it is put; constitutes a hazard to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; or is otherwise dangerous to life or property." He said this is the standard that they will use to decide whether the structure is a nuisance or dangerous building.

He said before they start, I first have a question for all Town Council members. 428 Ridge Road is owned by Ray Belyea. Does any Town Council member know the property owner, or have knowledge about this matter, that means you could not fairly and impartially hear the facts and decide the matter based on the evidence presented at this hearing? No one knew the property owner or had knowledge about the matter that meant they could not fairly and impartially hear the facts and decide the matter based on the evidence presented at the hearing.

Next, Councilor Ward asked that any representative or representatives for 428 Ridge Road, or a party-in-interest, who is present tonight to introduce themselves, including identifying their name, address and position.

Ray Belyea came forward and stated that he lives in an apartment in Portland, Maine, that he comes up from Portland to stay in his camper trailer on this property off and on. He said he has been trying to tear this building down. That he has removed all the hazardous materials and is dividing the lumber as it comes down into piles for keeping to recycle and piles for trash. Councilor Ward told Mr. Belyea that he would be given an opportunity to present his case later on in this process.

Councilor Ward said now, the procedures that the Town Council will follow in conducting this hearing are as follows:

- (1) Any document to be used in this proceeding will be marked as an Exhibit. I accept into evidence the Code Enforcement Officer's previously provided, Exhibits A - E for 428 Ridge Road.
- (2) The presentation of evidence for the property will occur in the following order:
 - a. The Town of Lisbon Code Enforcement Officer will present an opening statement and relevant evidence regarding why he believes that the structure at issue is a nuisance or dangerous building, and what remedy the Council shall order.
 - b. Following the completion of the Code Enforcement Officer's presentation, any opposing party will have an opportunity to present an opening statement and any relevant evidence it wants the Town Council to consider with regard to whether the structure at issue is a nuisance or dangerous building, if so, what remedy the Council shall order.
 - c. The Code Enforcement Officer can then ask questions of any opposing party and any witnesses it presents.
 - d. Any opposing party can then ask questions of the Code Enforcement Officer and any witnesses.
 - e. The Code Enforcement Officer can then make additional comments regarding any opposing party's presentation.
 - f. Any opposing party can then make additional comments regarding the presentation of the Code Enforcement Officer.
 - g. Town Council Members can then ask questions of the Code Enforcement Officer, an opposing party, or a witness.
 - h. Each side can then make closing remarks of not more than two minutes each.
 - i. Only parties to these hearings will be allowed to participate. Comments from the public will not be taken at this hearing.
- (3) After all information has been presented, the record will be closed and the Town Council will deliberate and take a vote on whether the structure in question is a nuisance or dangerous building. If the Council determines that the structure is a nuisance or dangerous building, it shall deliberate and take a vote on the appropriate order to be made to remedy the situation.
- (4) This is an administrative hearing and not a court proceeding or trial. Therefore, the formal Maine rules of evidence will not apply.
- (5) As Chairman of the Town Council, I will determine the appropriateness and admissibility of evidence, on the advice of the Town Attorney.

Councilor Ward asked that Dennis Douglass, the Town of Lisbon Code Enforcement Officer, present the Town Council with information relevant to this matter before it.

I. Introduction

Dennis Douglass introduced himself and said he worked for the Town of Lisbon as the Code Enforcement Officer. He said his certifications are included in your packets as Exhibit E, and are in brief:

- Maine Dept. of Economic and Community Development Certification #989 - To perform duties as Code Enforcement officer in the areas of Land Use, Building Codes, Energy Codes, Shoreland Zoning, Ventilation Codes and Radon Codes.
- Maine Dept. of Economic and Community Development Certification #1170 - To perform duties as the Local Plumbing Inspector.
- Maine Dept. of Health and Human Services Local Health Officer Certification, pursuant to Title 22, Chapter 153, §451(2).

II. Property owner and parties in interest

Mr. Douglass said 428 Ridge Road, Lisbon, is a single-family dwelling, and was deeded to Ray Belyea on May 14, 2007. The property is also identified on Tax Map R-9, Lot 13. The deed to Ray Belyea and copy of Tax Map R-9 is in your packet as Exhibit A.

Mr. Douglass said on July 20, 2018, Notice of this dangerous building hearing was recorded in the Androscoggin County Registry of Deeds in Book 9889 and Page 46, a copy of which is included in your packets as Exhibit B. On August 28, 2018, Ray Belyea was served with a notice of hearing, and that return of service is in your packets as Exhibit C.

III. Dangerous Building

- A. Mr. Douglass said the Lisbon Fire Chief has ordered that fire fighters and emergency medical technicians shall not enter the Structure to respond to an emergency.
- B. Mr. Douglass reported present conditions of the Structure are portrayed in the slide show, which is included in your packets as Exhibit D, which he read through.
- C. Mr. Douglass reported his Conclusion: The Structure is a dangerous building for the following reasons:
 - The front wall of the Structure is collapsing into the ground, which is escalating rot and causing structural damage, making the Structure unsafe to enter constituting a severe hazard to health and safety.
 - The rear portion of the Structure has collapsed.
 - Windows are missing panes and the exterior door is missing a panel.
 - The siding has been removed, leaving tar paper remnants and exposed, untreated wood.
 - Fascia board and roof sheathing are rotted and likely structurally unstable.
 - The exterior of the Structure is not maintained; and,
 - The entryway floor has rotted away, making the Structure unsafe to enter.

Mr. Belyea said he did not disagree that the Structure is in dyer shape. He said he was in the process of taking it down. He said he had a video to share and pictures of his progress. He said the house is structurally sound and that he had been trying to get it into decent shape.

Mr. Douglas explained that there had been a recent chimney fire at this residence. The Fire Department determined that it was not safe to enter the building at that point.

Mr. Belyea said he had removed all the hazardous materials on the property. He said his intentions were to tear it down. He said he brought pictures. Councilor Ward requested Mr. Belyea send his picture to the town by email. Mr. Belyea said he had an agreement with his neighbor and that in the end his neighbor would end up with more land and he would end up with a decent home.

Mr. Douglass said he agreed that Mr. Belyea is making efforts. He said Mr. Belyea understands the need to demolish it. He said Mr. Belyea would like to place a mobile home on the property. Mr. Belyea indicated there was an issue with the delivery of the trailer to where he wanted it so the deal didn't go through. He indicated he wanted to use the current septic system for a dumping station for his camper trailer.

Councilor Kolbe asked Mr. Belyea if he had a timeframe he thought he would be completed. Mr. Belyea said he couldn't tell. The whole house is coming down and there are parts to be recycled and parts to be trashed and/or burned. Shingles need to go. The insulation consisted of newspaper. He indicated that he would do it in a respectable time, but that he was only one person.

Councilor Larochelle said the question is, is this a dangerous building. He said there are different ways to get to the end result, but Mr. Belyea and the town both agree it needs to be flattened. He said we can not leave this building as it is; our result is the same as what we are both looking for.

Councilor Kolbe asked if the building would survive the winter. Mr. Douglass said there is no proper structure to hold it up and the floor is not safe to stand on. Mr. Belyea said he believed it should survive a couple of winters and that the structure is sound. He said yes, there are places that are decayed and rotted. He said he was willing to tear it down but that there was only him to do the work.

Councilor Larochelle asked if the building was secure or accessible. Mr. Belyea said the back can't be secured because it is open. He said he had locks on the front door.

Councilor Brunelle said he had heard enough discussion and recommended the Council make a decision to deem this a dangerous building.

VOTE (2018-195) Councilor Brunelle, seconded by Councilor Kolbe moved to approve Findings of Fact, Conclusions of Law, and the Order of Demolition for 428 Ridge Road as follows:

**TOWN OF LISBON TOWN COUNCIL
FINDINGS OF FACT, CONCLUSIONS OF LAW
AND ORDER OF DEMOLITION**

428 RIDGE ROAD, LISBON

On September 18, 2018 at 7:00 pm, the Lisbon Town Council held a hearing at 300 Lisbon Street, Lisbon, Maine to determine whether the residential structure (the "Structure") at 428 Ridge Road, Lisbon, Maine (the "Premises"), identified as Lot 13 on Tax Map R09, and further described in a Deed recorded in the Androscoggin County Registry of Deeds at Book 7141, Page 309, is dangerous or a nuisance pursuant to 17 M.R.S. Section 2851. Based on the information presented at the hearing, the Town Council makes the following findings of fact and conclusions of law, and orders that the Structure be demolished.

Findings of Fact

Present at the hearing on this matter for the Town of Lisbon was Dennis Douglass, Town of Lisbon Code Enforcement Officer. The following individual(s) appeared on behalf of the owners and/or parties in interest:

After considering the testimony and evidence presented, the Town Council makes the following findings of fact:

1. Fay Belyea is the owner of the Premises ("Owner"). Code Enforcement Department Exhibit A.
2. On July 20, 2018, a copy of the notice of the hearing held pursuant to 17 M.R.S. Section 2851 (the "Notice") was recorded in the Androscoggin County Registry of Deeds at Book 9889, Page 46. Code Enforcement Department Exhibit B.
3. On August 28, 2018, Ray Belyea was served with a copy of the Notice. Code Enforcement Exhibit C.
4. The Lisbon Fire Chief has ordered that fire fighters and emergency medical technicians shall not enter the Structure to respond to an emergency.
5. The front wall of the Structure is collapsing into the ground, which is escalating rot and causing structural damage.

6. The rear portion of the Structure has collapsed.
7. In the rear portion of the Structure, windows are missing panes and the exterior door is missing a panel.
8. The siding has been removed, leaving tar paper remnants and exposed, untreated wood.
9. Fascia board and roof sheathing are rotted and likely structurally instable.
10. The exterior of the Structure is not maintained;
11. The entryway floor of the Structure is nonexistent or unstable due to pervasive rot.

Conclusions of Law

Applying the legal standards set forth in 17 M.R.S. Section 2851, the Lisbon Town Council reaches the following conclusions of law:

12. The Structure is structurally unsafe.
13. The Structure is unstable.
14. The Structure is unsanitary.
15. The Structure is unsuitable or improper for the use or occupancy to which it is put.
16. The Structure constitutes a hazard to health and safety because of inadequate maintenance, dilapidation, obsolescence, and abandonment.
17. The Structure is dangerous to life and property.
18. The Structure poses a serious threat to the public health and safety.

Any of the conclusions in paragraphs 12-17 would be sufficient to support a finding that the Structure is a nuisance or dangerous building, and the Council hereby concludes that the Structure at 428 Ridge Road, Lisbon is a nuisance and dangerous building within the meaning of 17 M.R.S. Section 2851. The conclusion in paragraph 18 supports a finding that the Structure must be secured pursuant to 17 M.R.S. Section 2856.

Order

Having found that the Structure at 428 Ridge Road, Lisbon is a nuisance and dangerous building within the meaning of 17 M.R.S. Section 2851 and that the Structure must be secured pursuant to 17 M.R.S. Section 2856, the Lisbon Town Council hereby ORDERS:

19. That the Owner and/or its successors and/or assigns shall immediately secure the Structure from entry.
20. That the Owner and/or its successors and/or assigns shall keep the Structure secure.
21. That within thirty (30) days of service of this Order, the Owner and/or its successors and assigns shall demolish the Structure, remove all debris, and stabilize the site.
22. That if the Owner and/or its successors and assigns fail to comply with this Order in the time frames set forth herein, the Town shall have the authority to carry out this Order.
23. That within thirty (30) days after demand by the Town, the Owner and/or its successors and assigns shall reimburse the Town for all expenses incurred in connection with this proceeding, including, but not limited to, expenses for securing and/or demolishing the Structure, service and other costs incurred, and attorneys' fees.
24. That if the Owner and/or successors and assigns fails to timely reimburse the Town for the expenses provided for above, The Town shall assess a special tax against the Premises, as provided for in 17 M.R.S. Section 2853, and/or recover its costs by means of a civil action for collection.

This decision may be appealed to Superior Court under Maine Rule of Civil Procedure 80B.

Order passed - Vote 7-0.

C. SPECIAL ENTERTAINMENT PERMIT FOR THE LEFT HAND CLUB

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

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

Item taken up after Proclamation above and Playground Installation below.

VOTE (2018-196) Councilor Larochelle, seconded by Councilor Albert moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

#22	\$155,102.40	#23	\$190,215.62
#24	\$17,959.26	#25	\$14,821.74
#26	\$308,949.60		

B. School Accounts Payable & Payroll Warrants -

#6	\$22,569.04	#1011	\$286,689.98
#1012	\$9,680.24	#1014	\$303,788.59
#1900	\$102,985.55		

C. Minutes of September 4, 2018

D. Approve Special Entertainment Permit and Liquor License for Left Hand Club

Order passed - Vote 7-0.

COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

SET PUBLIC HEARING FOR PHASE II
DOWNTOWN REVITALIZATION CDBG GRANT

The Town of Lisbon is the recipient of another Community Development Block Grant (CDBG) Downtown Revitalization for the Lisbon Village Streetscape Project in the amount of \$300,000. As part of the phase II grant process, we need to hold a public hearing.

The Economic Development Department along with the Lisbon Development Committee would like to ask Council to set a public hearing date on the CDBG-DR Lisbon Village Streetscape Project on Tuesday, October 2, 2018 to meet the grant requirement.

VOTE (2018-197) Councilor Larochelle, seconded by Councilor Kolbe moved to set a public hearing on October 2, 2018 for the Community Development Block Grant Downtown Revitalization Lisbon Village Streetscape Project. **Order passed – Vote 7-0.**

CDBG FAÇADE GRANT
14 MAIN STREET

Item taken up after Consent Agenda above

INTRODUCTION: Ms. Steuber reported the following bid was advertised in the Sun Journal and on our website. *There were no bids received on the deadline date/time of 9/3/2018, however after speaking with DECD, they have allowed us to seek quotes after the bid deadline. The following bid has been received:

<u>Location</u>	<u>Bidder</u>	<u>Bid</u>
14 Main Street	Portland Glass (Windows/Doors)	*\$17,900

The Scope of Work consists of the following:

- Replacement of window screens

- Replacement of all glass and doors in front of building with high performance low-e glass and keypad lock on side door.
- Rear door replacement - New steel door with key pad entry
- Decorative Window safety grates- lower half of 2nd floor windows.

The owners and the Economic & Community Development Director is requesting Council award the one Windows/Doors Replacement bid from Portland Glass in the amount of \$17,900 as part of the CDBG Façade Grant requirements. There were no bids for the rest of this project, but if something comes in, she said, she would be back. There is a short timeframe to get this work done. The windows portion needs to be contingent upon the work being completed by the November 30, 2018 deadline.

VOTE (2018-198) Councilor Kolbe, seconded by Councilor Lunt moved to award the CDBG Façade Grant bid to Portland Glass in the amount of \$17,900 contingent upon completion by November 30, 2018. **Order passed - Vote 7-0.**

DIESEL TANK REQUEST

INTRODUCTION: Mr. Martin requested Council authorize repairs to the Diesel Underground Storage Tank (UST). This tank was on a 30-year replacement schedule. We have reached that milestone and upon an inspection and a few upgrades this year, it would qualify for a 10-year extension with inspections happening the last 5 years. Simard and Son did an inspection and they found all in good order with the exception of a required dispenser sump and pump. The cost estimate to provide a 10-year warranty extension is \$10,470. Simard has been servicing this system for years and it would be our recommendation to continue this program with them. The price is fair and compensable given the type of work that will have to be done.

COUNCILOR COMMENTS: Councilor Albert asked what this would cost in 10 years to replace. Mr. Martin said it would be hard to predict (\$250,000) what that amount would be. He suggested the Council set aside funds each year through to make that purchase easier when the time comes. Councilor Albert pointed out this is really a five-year extension since annual inspections could reveal the need to purchase a replacement sooner.

VOTE (2018-199) Councilor Kolbe, seconded by Councilor Larochelle moved to authorize Diesel Underground Storage Tank repairs in the amount of \$10,470 and to re-designate the funds from the MUNIS reserve account to cover the costs of this project. **Order passed - Vote 7-0.**

SCHOOL DEPARTMENT CAPITAL RESERVE REQUEST PLAYGROUND INSTALLATION AT GARTLEY STREET SCHOOL

Item taken up out of order after Proclamation above

INTRODUCTION: Allen Ouellette representing the School Department requested permission to expend \$28,895.00 from the Capital Reserve Fund to pay for the installation of a playground at the Gartley Street School. He reported the School installed the current playground in the 1960's. The current balance in the Capital Reserve Fund is \$40,550. On September 10, 2018, the School Committee voted 5-0 in favor of requesting authorization from the Town Council to utilize an amount not to exceed \$28,895 from the Capital Reserve Fund to pay for the installation of a playground at the Gartley Street School. Quotes are in your Council packet for your review.

COUNCILOR COMMENTS: Councilor Albert suggested if possible, the School Department use volunteers, and maybe the same volunteers used at the MTM playground installation, to reduce the cost by \$11,000. He said he understood there would be a time crunch to get this done with volunteers this fall though, but if possible, he said he would love to see that happen.

VOTE (2018-200) Councilor Kolbe, seconded by Councilor Crawford moved to authorize the Lisbon School Committee permission to expend an amount not to exceed \$28,895 from the School Department's Capital Reserve Account to pay for the installation of a playground at the Gartley Street School. **Order passed - Vote 7-0.**

VOTING CREDENTIALS FOR
MMA DELEGATES TO ANNUAL BUSINESS MEETING

COUNCILOR COMMENTS: Councilor Ward asked if any Councilor would be attending MMA this year. Councilor Lunt indicated he was willing to attend. Councilor Brunelle indicated he was willing to attend.

VOTE (2018-201) Councilor Kolbe, seconded by Councilor Larochelle moved to appoint Councilor Lunt the regular voting member and Councilor Brunelle the alternate voting member at the MMA Annual Business meeting.
Order passed - Vote 7-0.

CONSOLIDATION OF VOTING DISTRICTS 1 & 2

INTRODUCTION: The Town of Lisbon consolidated polling locations 90 days prior to the November 2016 Presidential Election with state approval. This location consolidation prompted the State to consider consolidation efforts for voting Wards 1 and 2, which they did and now Lisbon voters vote on the same state ballot for the same House and Senate District seats. This reduced the number of DS200 tabulating machines needed on Election Day.

Our local ballots are different still for Town Council District 1 and District 2. Perhaps the Council would also like to see if Lisbon voters are interested in consolidating Districts so Council seats would "all" be at-large with street addresses printed on the ballot under each candidate's name. Voters would still be able to determine where candidates live in town.

This move to consolidate Voting Districts should save some money on programing costs, save time when testing different ballot styles, and should we run low on ballots, the warden would no longer have to worry whether there are enough ballots left for District 1 or District 2 since these could then be shared.

COUNCILOR COMMENTS: Councilor Lunt recommended this be on a November ballot to get the largest turnout possible for this vote. Councilor Kolbe pointed out the School Department consolidated its elementary schools. Councilor Ward said he was okay with the June Election; this does not interfere with our local candidates' re-election. Councilor Albert said he did not think this would be controversial and suggested staff prepares the necessary paperwork and presents it to the Council for consideration for the June 2019 ballot; it is more a common sense issue. There were no objections noted.

VOTE (2018-202) Councilor Larochelle, seconded by Councilor Kolbe moved to authorize the Town Manager to prepare the necessary paperwork and ballot questions for the June 2019 ballot to consolidate local Districts 1 and 2. **Order passed - Vote 7-0.**

ORDINANCE AUTHORIZING ISSUANCE OF BONDS UP TO \$294,000 FOR THE ROUTE
125/HUSTON STREET TO URBAN COMPACT LINE – MDOT PROJECT

First Reading

INTRODUCTION: The Council approved the notice and ordered a public hearing for October 16 at their last Council meeting. Mrs. Barnes introduced these bond ordinances to the Council at the last meeting and Council approved the language for the ballot. Mrs. Barnes mentioned the informational flyer is almost ready to go out to each household. She said they are just waiting to hear what the price will be.

VOTE (2018-203) Councilor Larochelle, seconded by Councilor Ward moved to adopt the Ordinance authorizing the Town Of Lisbon to issue up to \$294,000 in bonds to finance Lisbon's 10% share of the cost of reconstructing State Route 125 from Huston Street to the Urban Compact Line as follows:

BE IT ORDAINED, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes:

- (1) That the Town of Lisbon (the "Town") be authorized to issue general obligation bonds in an amount not to exceed \$294,000 and notes in anticipation thereof (collectively, the "Bonds"), to fund Lisbon's 10% share

of the costs of reconstruction of State Route 125 from the intersection of Huston Street to the Urban Compact Line (the "Project"), subject to approval of federal and state funding of approximately \$2,935,000 to finance remaining Project costs;

(2) That the proceeds of the Bonds, including any investment earnings on the Bonds, be appropriated for the costs of the Project;

(3) That the Finance Director be authorized to arrange for the sale of the Bonds at public or private sale to such parties as the Finance Director determines to be in the best interest, to execute and deliver loan agreements and other contracts, certificates and instruments as the Finance Director shall determine prudent in connection with the issuance and sale of the Bonds, to approve the date(s), maturity or maturities, denomination(s), interest rate(s), place(s) of payment, form(s) and other terms, provisions, and details of such Bonds, and to provide for the sale and delivery against payment thereof, to provide that the Bonds may be redeemable or callable, with or without premium, prior to their maturity, and to hire such financial advisors and other consultants, if any, as the Finance Director deems necessary to assist with the sale of the Bonds, all on such terms (not inconsistent with this Order) as the Finance Director shall approve;

(4) That the Bonds be issued in registered form in the name of the Town, executed and delivered by the Finance Director and countersigned by the Chairman of the Town Council and the Town Manager under the official seal of the Town attested by the Town Clerk;

(5) That the Municipal Officers, being the Town Council, Town Manager, Finance Director and Clerk of the Town of Lisbon are each authorized to do or cause to be done all such acts, including but not limited to the execution and delivery of any and all contracts, agreements, certificates and other documents as may be necessary or advisable in order to carry out the provisions of this Ordinance in connection with the issuance and delivery by the Town of the Bonds;

(6) That if any Municipal Officer whose signature may be required in connection with the issuance and sale of the Bonds is for any reason unavailable to approve and execute the required documents, the persons then acting in such capacity on behalf of such Municipal Officer, whether an assistant, a deputy or in some other capacity, is authorized to act on behalf of such Municipal Officer and to perform such acts themselves;

(7) That if any of the Municipal Officers who have signed, attested, or sealed the Bonds shall cease to be such officers before the Bonds so signed, attested and sealed shall have been actually authenticated and delivered by the Town, such Bonds nevertheless may be authenticated, delivered and issued with the same force and effect as though the person or persons who signed, attested or sealed the Bonds had not ceased to be such Municipal Officer;

(8) That it shall be a condition to the foregoing authority conferred by this Ordinance that the voters of the Town, pursuant to Article 8.11(b) (2) of the Town Charter, ratify the adoption of this Ordinance;

(9) That the Town Clerk file an attested copy of this Ordinance with the minutes of this meeting and make attested copies of this Ordinance available to the public;

(10) That a referendum election question regarding the ratification of this Ordinance be placed on the ballot for the November 6, 2018 municipal election, and that the Town Clerk is hereby authorized to take all actions required of the Town Clerk for that referendum question to be considered by the voters, and that a ballot title and referendum question in the following form appear in the warrant for and on the ballot at said election, accompanied by a statement of the Town's Finance Director with respect to said indebtedness in accordance with section 5772 of Maine Revised Statutes Title 30-A:

ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SECURITIES OF THE TOWN OF LISBON IN AN AMOUNT NOT TO EXCEED \$294,000 FOR THE PURPOSE OF FINANCING LISBON'S 10% SHARE OF THE COST OF RECONSTRUCTING STATE ROUTE 125 FROM HUSTON STREET TO THE URBAN COMPACT LINE.

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, Kolbe, and Brunelle. Nays - None.
Order passed - Vote 7-0.

ORDINANCE AUTHORIZING ISSUANCE OF BONDS UP TO \$430,000 FOR THE ROUTE
125/ROUTE 196 TO HUSTON STREET – MDOT PROJECT

First Reading

INTRODUCTION: The Council approved the notice and ordered a public hearing for October 16 at their last Council meeting. These bond ordinances were introduced to the Council at the last meeting and Council approved the language for the ballot.

VOTE (2018-204) Councilor Albert, seconded by Councilor Larochelle moved to adopt the ordinance authorizing the Town Of Lisbon to issue up to \$430,000 in Bonds to finance Lisbon's 10% share of the cost of reconstructing State Route 125 from State Route 196 to Huston Street as follows:

BE IT ORDAINED, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes,

- (1) That the Town of Lisbon (the "Town") be authorized to issue general obligation bonds in an amount not to exceed \$430,000 and notes in anticipation thereof (collectively, the "Bonds"), to fund Lisbon's 10% share of the costs of reconstruction of State Route 125 from the intersection of State Route 196 to Huston Street (the "Project"), subject to approval of federal and state funding of approximately \$4,300,000 to finance remaining Project costs;
- (2) That the proceeds of the Bonds, including any investment earnings on the Bonds, be appropriated for the costs of the Project;
- (3) That the Finance Director be authorized to arrange for the sale of the Bonds at public or private sale to such parties as the Finance Director determines to be in the best interest, to execute and deliver loan agreements and other contracts, certificates and instruments as the Finance Director shall determine prudent in connection with the issuance and sale of the Bonds, to approve the date(s), maturity or maturities, denomination(s), interest rate(s), place(s) of payment, form(s) and other terms, provisions, and details of such Bonds, and to provide for the sale and delivery against payment thereof, to provide that the Bonds may be redeemable or callable, with or without premium, prior to their maturity, and to hire such financial advisors and other consultants, if any, as the Finance Director deems necessary to assist with the sale of the Bonds, all on such terms (not inconsistent with this Order) as the Finance Director shall approve;
- (4) That the Bonds be issued in registered form in the name of the Town, executed and delivered by the Finance Director and countersigned by the Chairman of the Town Council and the Town Manager under the official seal of the Town attested by the Town Clerk;
- (5) That the Municipal Officers, being the Town Council, Town Manager, Finance Director and Clerk of the Town of Lisbon are each authorized to do or cause to be done all such acts, including but not limited to the execution and delivery of any and all contracts, agreements, certificates and other documents as may be necessary or advisable in order to carry out the provisions of this Ordinance in connection with the issuance and delivery by the Town of the Bonds;
- (6) That if any Municipal Officer whose signature may be required in connection with the issuance and sale of the Bonds is for any reason unavailable to approve and execute the required documents, the persons then acting in such capacity on behalf of such Municipal Officer, whether an assistant, a deputy or in some other capacity, is authorized to act on behalf of such Municipal Officer and to perform such acts themselves;
- (7) That if any of the Municipal Officers who have signed, attested, or sealed the Bonds shall cease to be such officers before the Bonds so signed, attested and sealed shall have been actually authenticated and delivered by the Town, such Bonds nevertheless may be authenticated, delivered and issued with the same force and effect as though the person or persons who signed, attested or sealed the Bonds had not ceased to be such Municipal Officer;
- (8) That it shall be a condition to the foregoing authority conferred by this Ordinance that the voters of the Town, pursuant to Article 8.11(b)(2) of the Town Charter, ratify the adoption of this Ordinance;

(9) That the Town Clerk file an attested copy of this Ordinance with the minutes of this meeting and make attested copies of this Ordinance available to the public;

(10) That a referendum election question regarding the ratification of this Ordinance be placed on the ballot for the November 6, 2018 municipal election, and that the Town Clerk is hereby authorized to take all actions required of the Town Clerk for that referendum question to be considered by the voters, and that a ballot title and referendum question in the following form appear in the warrant for and on the ballot at said election, accompanied by a statement of the Town's Finance Director with respect to said indebtedness in accordance with section 5772 of Maine Revised Statutes Title 30-A:

ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SECURITIES OF THE TOWN OF LISBON IN AN AMOUNT NOT TO EXCEED \$430,000 FOR THE PURPOSE OF FINANCING LISBON'S 10% SHARE OF THE COST OF RECONSTRUCTING STATE ROUTE 125 FROM STATE ROUTE 196 TO HUSTON STREET.

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, Kolbe, and Brunelle. Nays - None.
Order passed - Vote 7-0.

ORDINANCE AUTHORIZING ISSUANCE OF BONDS
UP TO \$675,000 FOR THE PURCHASE OF A "PUMPER" FIRE TRUCK
First Reading

INTRODUCTION: The Council approved the notice and ordered a public hearing for October 16 at their last Council meeting. These bond ordinances were introduced to the Council at the last meeting and Council approved the language for the ballot.

COUNCILOR COMMENTS: Councilor Albert asked how much was in the Capital Reserve Account. Chief LeClair indicated they could use approximately \$240,000 to \$250,000 leaving some for future needs. Councilor Larochelle said this vehicle needs to be replaced mainly because it is old, but more information will be made available as we move through this process. He indicated the town would need to prove its case that it is necessary. Councilor Ward mentioned the independent appraisal, which has been completed. He pointed out that it would be the spring of 2020 before this vehicle arrives. Councilor Larochelle said this vehicle was slotted to be replaced in 2019.

VOTE (2018-205) Councilor Larochelle, seconded by Councilor Crawford moved to adopt the ordinance authorizing the Town Of Lisbon to issue up to \$675,000 in Bonds to finance the purchase of a Fire Engine as follows:

BE IT ORDAINED, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes,

(1) That the Town of Lisbon (the "Town") be authorized to issue general obligation bonds in an amount not to exceed \$675,000 and notes in anticipation thereof (collectively, the "Bonds"), to fund the purchase of a "pumper" fire engine;

(2) That the proceeds of the Bonds, including any investment earnings on the Bonds, be appropriated for the costs of the Project;

(3) That the Finance Director be authorized to arrange for the sale of the Bonds at public or private sale to such parties as the Finance Director determines to be in the best interest, to execute and deliver loan agreements and other contracts, certificates and instruments as the Finance Director shall determine prudent in connection with the issuance and sale of the Bonds, to approve the date(s), maturity or maturities, denomination(s), interest rate(s), place(s) of payment, form(s) and other terms, provisions, and details of such Bonds, and to provide for the sale and delivery against payment thereof, to provide that the Bonds may be redeemable or callable, with or without premium, prior to their maturity, and to hire such financial advisors and other consultants, if any, as the Finance Director deems necessary to assist with the sale of the Bonds, all on such terms (not inconsistent with this Order) as the Finance Director shall approve;

(4) That the Bonds be issued in registered form in the name of the Town, executed and delivered by the Finance Director and countersigned by the Chairman of the Town Council and the Town Manager under the official seal of the Town attested by the Town Clerk;

(5) That the Municipal Officers, being the Town Council, Town Manager, Finance Director and Clerk of the Town of Lisbon are each authorized to do or cause to be done all such acts, including but not limited to the execution and delivery of any and all contracts, agreements, certificates and other documents as may be necessary or advisable in order to carry out the provisions of this Ordinance in connection with the issuance and delivery by the Town of the Bonds;

(6) That if any Municipal Officer whose signature may be required in connection with the issuance and sale of the Bonds is for any reason unavailable to approve and execute the required documents, the persons then acting in such capacity on behalf of such Municipal Officer, whether an assistant, a deputy or in some other capacity, is authorized to act on behalf of such Municipal Officer and to perform such acts themselves;

(7) That if any of the Municipal Officers who have signed, attested, or sealed the Bonds shall cease to be such officers before the Bonds so signed, attested and sealed shall have been actually authenticated and delivered by the Town, such Bonds nevertheless may be authenticated, delivered and issued with the same force and effect as though the person or persons who signed, attested or sealed the Bonds had not ceased to be such Municipal Officer;

(8) That it shall be a condition to the foregoing authority conferred by this Ordinance that the voters of the Town, pursuant to Article 8.11(b)(2) of the Town Charter, ratify the adoption of this Ordinance;

(9) That the Town Clerk file an attested copy of this Ordinance with the minutes of this meeting and make attested copies of this Ordinance available to the public;

(10) That a referendum election question regarding the ratification of this Ordinance be placed on the ballot for the November 6, 2018 municipal election, and that the Town Clerk is hereby authorized to take all actions required of the Town Clerk for that referendum question to be considered by the voters, and that a ballot title and referendum question in the following form appear in the warrant for and on the ballot at said election, accompanied by a statement of the Town's Finance Director with respect to said indebtedness in accordance with section 5772 of Maine Revised Statutes Title 30-A:

ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SECURITIES OF THE TOWN OF LISBON IN AN AMOUNT NOT TO EXCEED \$675,000 FOR THE PURPOSE OF FINANCING THE PURCHASE OF A "PUMPER" FIRE ENGINE.

**Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, Kolbe, and Brunelle. Nays - None.
Order passed - Vote 7-0.**

AUTHORIZE PAYMENT FOR MARIJUANA CONSULTING FEES

INTRODUCTION: Kim Printy is a patient advocate and worked to develop a cannabis law that already existed in Maine to ensure others could benefit as she did. Kim joined MMCM when it began and has always understood the importance of having a trade association for the cannabis industry. Understanding that MMCM needed support and knowing she had experience that could help the organization grow, she became a board member in 2012.

Mrs. Barnes said the town would like to retain Kim as a consultant and enter into a contract for scope of services for marijuana related topics and compensation to be paid. This would not include legal advice.

COUNCILOR COMMENTS: Councilor Ward said this item was requested to be placed on the agenda after the last workshop. She is a great resource. Councilor Kolbe said she is a unique resource so there will not be many who do this type of work. Councilor Larochelle suggested an agreement be in place prior to the next time. Mrs. Barnes said the town may need her again, that she is a great resource, and that in case we do need her again we should have an agreement in place so we know what it will cost. Councilor Albert suggested negotiating a flat fee.

VOTE (2018-206) Councilor Larochelle, seconded by Councilor Albert moved to authorize the payment of \$125.00 from the legal budget to Kim Printy for consultation fee and to authorize the Town Manager to enter into an agreement for consultation services on marijuana related topics. **Order passed - Vote 7-0.**

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said he had nothing to report.
2. Planning: Councilor Ward said they met Thursday to finish signing off on the Kelly Park Subdivision and to accept an application from Kieran Johnson to approve relocating his transport business to the other side of Route 196 at 725 Lisbon Street. The board discussed the Village Streetscape project, too.
3. LDC: Councilor Larochelle said was not able to attend but they were discussing the plans for Graziano's Square.
4. Conservation Commission: Councilor Ward said the meeting had been postponed to next month and that they were discussing solar farms locally. He recommended they consider a composting program to reduce the tipping fees at the Solid Waste facility.
5. Recreation: Councilor Kolbe said the seniors group left this morning on their Grand Canyon trip and they have their new used bus.
6. County Budget: Councilor Ward said they had 13 out of 14 member seats on this board filled. The budget presented was a 5.19% increase over last year. The County Commissioners cut \$500 of the budget and presented it to the budget committee.
7. Library: Councilor Lunt said he had nothing to report.

B. TOWN MANAGER'S REPORT

Mrs. Barnes reported the LDC group had a discussion on how to spend the remaining funds allotted for the façade grants. They are getting quotes to purchase four trash receptacles to match the benches downtown. She said if there is anything left they will go back to LDC to see if they would like to get more benches.

C. DEPARTMENT HEAD REPORTS

Councilor ward asked about the carpet project and wanted to know if the storage problem will put them over their budget. Mrs. Barnes said no, the building budget would cover some.

APPOINTMENTS – NONE

COUNCILOR COMMUNICATIONS

Councilor Ward asked Ms. Steuber to update the Council on the Out & About Forum. Ms. Steuber announced she is holding an information forum at the Furniture Superstore on Wednesday, October 10 from 5PM to 7PM to talk with folks about projects going on in town, like the Fire truck purchase, sewer project, road bonds and construction, etc. She said this was a good way to communicate with businesses and residents since there is no local chamber where this would typically be done. She said Chief Hagan, Chief LeClair, the Town Manager and herself will be there to address questions. Councilor Larochelle suggested holding an informational forum at the Fire Station so individuals can walk around the truck needing to be replaced.

Councilor Albert asked Ms. Steuber to update the Council on the Moxie Festival merger with the Recreation Department. Ms. Steuber said their first meeting is taking place this month on September 20 at 6:00 PM. She

invited the Council to attend if they would like. Councilor Larochelle recommended Mrs. Barnes, Ms. Steuber, and Mr. Stevens determine what tasks they are completing prior to going into this meeting. Councilor Albert agreed, and asked that the Council be regularly informed about the merger's progress.

Councilor Brunelle requested the Council repeal the Marijuana Moratorium. Councilor Larochelle asked for clarity on opting in or out. He said there isn't something to discuss yet. He said he may propose the town not opt in at all. He indicated once a business is established we can't really opt out. He recommended the town do medical marijuana first to see how that goes. This process may include code inspections annually. He said he would like to regulate store fronts to ensure they are professional and there are no flashing signs, glass pipes in the window, etc. He said he would like to ensure the whole piece (product manufacturing, testing labs, etc.) gets completed first so everything is consistent.

Councilor Brunelle said he was only talking about Medicinal. Councilor Ward said yes, but the town can regulate licensing, storefronts, etc. Councilor Brunelle said but the state does the licenses. Councilor Larochelle pointed out the town has some authority in that process. Councilor Kolbe requested the item be placed on the next agenda. Councilor Albert agreed. There were no objections.

AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS

Mr. Martin reported that tariffs were impacting the local recycling program. He said single stream figures are going from \$30 a ton to \$130 a ton. AVCOG is putting on two different informational forums to talk about this. He said Lisbon's current contract ran out. This will be a huge impact to the solid waste budget, although it is possible to discard everything into the waste stream at \$43 a ton, but that would not be considered favorable.

Mr. Martin reported the traffic lights at Franks are close to being done. The new lights are up and should be working within a week. He said striping will be completed tonight.

EXECUTIVE SESSION

VOTE (2018-207) Councilor Albert, seconded by Councilor Larochelle moved to go into Executive Session at 8:55 PM per 1 MRSA Section 405 (6) (C) Acquisition or disposition of real property or Economic Development. **Order passed – Vote 7-0.**

The Council came out of executive session and resumed the meeting at 9:15 PM.

ADJOURNMENT

VOTE (2018-208) Councilor Kolbe, seconded by Councilor Albert moved to adjourn at 9:15 PM. **Order passed - Vote 7-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: October 2, 2018

8 Falcon Road • Lewiston, Maine 04240
1-800-427-1241 • 207-795-4010
Fax: 207-795-4009 • www.seniorsplus.org

September 12, 2018

Diane Barnes
Town of Lisbon
300 Lisbon Street
Lisbon, ME 04259

RE: Marion T. Morse School

Dear Diane:

Enclosed is our Memo of Understanding for the period **October 1, 2018 – September 30, 2019.** Please review the enclosed documents. If you agree to the contents of the enclosed Memo of Understanding, please sign the original copy and return it in the self addressed envelope. Retain the copy for your records.

****Please attach a copy of your certificate of liability insurance form when you return the agreement; or send it via email to pmarsh@seniorsplus.org or faxed to my attention at 795-4009.**

If you have any questions, please do not hesitate to contact me. Thank you in advance for your prompt response!

Sincerely,



Patti Marsh
Administrative Supervisor

Enclosures



COPY

Memorandum of Understanding between SeniorsPlus and:

**Town of Lisbon
300 Lisbon Street
Lisbon, ME 04259**

Tax I.D. 01-6000239

**Physical address: Marion T. Morse School
School Street
Lisbon, ME 04250**

Introduction:

SeniorsPlus, as the area agency on aging serving Androscoggin, Franklin and Oxford counties, administers a Nutrition program that offers home-delivered meals, (Meals on Wheels) and community-based, dining sites to eligible adults.

Purpose:

This Memorandum of Understanding (MOU) establishes the roles and responsibilities for collaboration between SeniorsPlus and the qualified organization identified above in the operation of kitchen/dining facilities for the provision of meals served in group settings.

Term of Memorandum:

This memorandum of understanding will be in effect from **October 1, 2018 – September 30, 2019.** Any changes that are mutually agreed upon shall be documented and amended into the MOU. Either party may terminate the MOU with 30 days notice, or sooner if mutually agreed upon.

Agreements:

Each party agrees to the following:

- Bring all concerns to the attention of the other party in a timely manner in order to resolve issues.

SeniorsPlus agrees to:

1. Operate a congregate dining site following policies specified under Section 65 of the Office of Aging & Disability Services Policy Manual.
2. Provide liability insurance for SeniorsPlus staff, volunteers, and dining site participants
3. Locate, train and retain qualified site coordinator.
4. Develop and provide a job description – review regularly and revise as needed
5. Ensure on a daily basis that dining and kitchen areas used are left as clean as prior to our arrival
6. Repair or replace items damaged by SeniorsPlus staff, volunteers and/or meal site participants
7. Provide food, packaging and utensils needed for the serving of meals.

8. Request a donation from consumers receiving meals.

Partner Organization agrees to:

1. **Reserve the space for serving every Wednesdays 11 a.m. – 1 p.m. at Marion T. Morse School Recreation Center, School Street, Lisbon, ME 04250**
2. Maintain all foodservice equipment and appliances in safe operating condition.
3. Keep access to building and space used accessible and clear of hazards.
4. Keep kitchen and dining area clean, meeting generally acceptable guidelines for meal services preparation and service spaces.
5. Maintain all applicable facility licensure and/or certification
6. Provide storage space for SeniorsPlus supplies
7. Provide SeniorsPlus with a copy of your agency's liability insurance certificate.


Financial Considerations:

- Partner Organization will compensate the dining site coordinator at an agreed rate.

Non-Discrimination:

SeniorsPlus complies with applicable laws prohibiting discrimination on the basis of race, color, religion, sex, national origin, age, disability, sexual preference or any other characteristic protected by law. The organization entering into this agreement shall also assure that no person shall be discriminated against as protected by law.

Signatures:

	
Printed Name: Holly Zielinski	Printed Name: Diane Barnes
Title: Chief Operating Officer	Title: Town Manager
SeniorsPlus	Town of Lisbon
Date: 9/6/18	Date:

I have enclosed a copy of my certificate of liability insurance.

Memorandum of Understanding
Between
Town of Lisbon
And
Androscoggin Land Trust (ALT)

This Memorandum of Understanding (MOU) establishes a partnership between Town of Lisbon and Androscoggin Land Trust (ALT).

I. MISSION

The Androscoggin Land Trust (ALT) is a private, non-profit 501(c)(3) membership-supported organization dedicated to protecting, through land conservation and stewardship, the important natural areas, traditional landscapes, and outdoor experience in the Androscoggin River watershed. The original MOU was signed in September of 2009. At the time of this updated MOU, ALT currently conserves ~~nearly 3,600~~ over 5,000 acres of land, including ~~over eight miles~~ ten miles of riverfront along the Androscoggin River.

Together, the Parties enter into this Memorandum of Understanding to mutually agree on the preservation and use of ~~the Town of Lisbon Island~~ John Ackerman Island (Map R7 – 26) (hereafter, “Island”) in the Androscoggin River, approximately 4 +/- acres, which was donated to the Androscoggin Land Trust. Accordingly, the Androscoggin Land Trust and the Town of Lisbon, operating under this MOU agree as follows:

II. PURPOSE AND SCOPE

The Androscoggin Land Trust will work to incorporate the Island into the Androscoggin Greenways vision which includes conservation land and recreation facilities along the Androscoggin River from Leeds and Turner through Lisbon and Durham.

The Androscoggin Land Trust will become the stewards of the island and will conserve and protect it in accordance with their mission statement and for public benefit in accordance with their non-profit status.

The Androscoggin Land Trust will be the owner of record and therefore will carry all insurances necessary including liability. The Town of Lisbon will not be responsible for any liability issues pertaining to the use of the Island.

The Town of Lisbon is interested in preserving land for open spaces and public use while encouraging development that forwards the economic and community development visions for the Town of Lisbon. This includes utilizing the Androscoggin River as a vital tool for economic and community development.

The Town of Lisbon will be informed of any and all proposals and changes to the island prior to any implementation.

III. RESPONSIBILITIES

Each party will appoint a person to serve as the official contact and coordinate the activities of each organization in carrying out this MOU. The ~~initial~~ appointees of each organization at the time of this update are:

~~Jonathan LaBonte,~~
Shelley Kruszewski, Executive Director
Androscoggin Land Trust
P.O. Box 3145
Auburn, ME 04212
207-782-2302

~~Steve Eldridge,~~
Diane Barnes, Town Manager
Town of Lisbon
300 Lisbon St.
Lisbon, ME 04250
207-353-3000

The organizations agree to the following tasks for this MOU:
ALT will:

- ~~1. Review the project and prepare a budget for ownership and perpetual stewardship.~~
- ~~2. Convene a series of meetings to include the Lisbon Trails Commission, the Lisbon Parks Director, the Lisbon Conservation Commission, the Lisbon Economic/Community Development Director, the Lisbon Recreation Director, and others as deemed appropriate; these meetings will review current recreation and conservation lands and how these are stewarded and promoted. During this process, nearby landowners should be engaged and provided an opportunity to comment on recreation and conservation discussions proximate to the Island.~~
3. Develop a strategic plan which will have a short term (3-5 years) and long term (10-20 years) outline which will include the component of the island being included in the Androscoggin Greenways initiative.
4. Present any and all recreational development that may be proposed for the Island to the Conservation. This will include the placing of any objects or building of any facilities or buildings.
5. Lead efforts to secure funding required to maintain and develop the Island.

The Town of Lisbon will:

- ~~1. Transfer ownership of the Island to ALT to utilize the Island to further the regional vision of an Androscoggin Greenway, while keeping the needs of the Town and Lisbon citizens at the forefront.~~
2. Review and comment on all proposals presented by the ALT for development of the Island.
3. The Lisbon Trails Commission, the Lisbon Conservation Commission, the Lisbon Economic/Community Development Director, Lisbon Parks Director, the Lisbon Recreation Director and others as deemed

appropriate will outline plans and strategies for development of the riverfront and create goals and objectives to forward those plans, in conjunction with the efforts of ALT.

IV. TERMS OF UNDERSTANDING

The term of this MOU ~~is for a period of twelve (12) months~~ shall automatically self-renew for successive one year terms from the effective date of this updated agreement ~~and may be extended upon written mutual agreement~~. It shall be reviewed annually to ensure that it is fulfilling its purpose and to make any necessary revisions.

Authorization

The signing of this MOU is not a formal undertaking. It implies that the signatories will strive to reach, to the best of their ability, the objectives stated in the MOU.

On behalf of the organization I represent, I wish to sign this MOU and contribute to its further development.

Town of Lisbon

Name	Date
Title	
Organization	

Androscoggin Land Trust

Name	Date
Title	
Organization	

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER
FROM: TOM MARTIN
SUBJECT: 2018/2019 SIDEWALK PLOWING PROGRAM CHANGES
DATE: 9/17/2018

Diane,

In order to stay within the \$ 50,000 budget that was given to me for Sidewalk Snowplowing, I am requesting that we make changes to the amount of coverage.

Last year there were sidewalks added to the route and this put the contact amount over by almost \$4,000.00. I believe we can make a few subtle changes to the routes and keep us under the budgeted amount for the season.

Please see the attached schedule for the proposed changes.

Best regards,

TOWN OF LISBON SIDEWALKS

SIDEWALK SNOW REMOVAL ROUTE LIST 2018			
<u>LISBON</u>	<u>Total Length - Feet</u>		
St. Anne St. - Webster Rd. to Parking lot	950		
Route 196 - Farwell St. to Crest Ave	300		
Fillion Street	140		
Gartley St - Village to Senior Village	355		
Memorial St - both sides	200		
Mill St - Route 196 to the Community School	1700		
Rt. 196/North side Village St. to Bootleggers	900		
Rt. 196/South Side Gartley St. to Kelly Park	3800		
Spring Street	1100		
Park Street	1000		
Upland Rd - Webster Rd to Barker Brook		1900	removed 2018
Webster Road - Both Sides Rt.196 to Upland Rd	625		
Village Street - Both sides Rt 196 to Pinewoods Road	3550		
Ferry Road		1500	removed 2018
Winter Park - Beech St/Hemlock St/Poplar Circle	4424		
Kelly Park-Premier Drive and Champagne Lane	1200		
subtotal	20244		
LISBON CENTER			
Rt. 196 -White Pines Apartments to Lisbon Credit Union	3180		
subtotal	3180		
LISBON FALLS			
Canal St	1100		
Rt. 196/South side Blethen to Capital	2290		
Rt. 196/North side Blethen to Midtown Shopping Center	2285		
Rt.9/East side Rt 196 to Frost Hill	125		
Rt. 196/South side Davis to Main (orig 535)	335	removed section from Canal to Park n Ride (200')	
Rt. 196/North side Blethen to Oak	3230		
School/Both sides to RT. 196	2000		
Plummer/West side Rt. 196 to Bauer St	900		
Pleasant St/East side Rt. 196 to Royal	1030		
Vining/West side School to South	1030		
Berry/E/W side School to South	950		
Berry/West side to South	300		
Middle/West side School	420		
Union/Both sides Main to Rt. 196	800		
Maple/South side Main to Avery	1030		
High/North side Main to Enterprise	1580		
Free/East side Maple to Hewey	2680		
Main/East side Huston to Rt. 196	4795		
MainWest side Willard to Rt. 196	2120		
Sparsam St	400		
Rt. 196 North side Oak to Birch	1133		
subtotal	30533		
GRAND TOTAL	53957		
Original 2017 Bid Total Footage	54427	470 Footage we could add.	

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER
FROM: TOM MARTIN
SUBJECT: 2018/2019 CRACK SEALING PROGRAM BID AWARD
DATE: 9/27/2018

Diane,

Please find the attached results of the Crack Sealing Program advertised on September 5th and opened on September 14th.

We had two bidders out of 11 companies solicited.

Bid Summary:

A request was made to supply 1000 gallons of Asphalt Crack Sealing, furnished and installed.

The apparent low bidder is B&G Specialties of Windham, Me

B&G Specialties	\$ 21,000
Pike Industries	\$ 27,830

The basis of award is per gallon which was \$21.00 and 27.83 respectively.

As this is the Towns first program as such, I solicited budget numbers from other Towns at around 1.50 per gallon. Hence the \$15,000 request.

Given the small paving program we are completing this season, I would respectfully ask that we make the award for 1000 gallons and go as far down the list as possible.

Best regards,

Tom

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER
FROM: TOM MARTIN
SUBJECT: 2018 PICKUP TRUCK BID AWARD
DATE: 9/27/2018

Diane,

Please find the attached results of the Pickup Bid advertised on September 11th and opened on September 25th.

We had two bidders out of 7 companies solicited.

Bid Summary:

A request was made for a ¾ Ton Pickup truck. We asked for a standard work truck model.

The apparent low bidder is Pape Chevrolet of Portland. The truck are identical in style except one is Red and one is Slate in color.

Pape Chevrolet (Red)	\$ 30,816.50
O'Connors GMC	\$ 32,525.00

The basis of award is per each lump Sum all things being equal.

It is my recommendation to award the bid to Pape Chevrolet for \$ 30,816.00

We have \$30,000 allocated in the budget and I will supplement the balance from my operating budget.

Best regards,

Tom

BID PROPOSAL FORM

4x4 Pickup Truck w/ Plow Prep Option

Contract No. 2018-0101

SUBMIT TO: Town Manager's Office
Town of Lisbon
300 Lisbon Road
Lisbon, Maine 04043

BID DATE: Tuesday, September 25, 2018, 2:00 p.m.

The undersigned hereby certifies he/she has examined and fully comprehends the requirements of these specifications and drawings for the above project and offers to furnish all labor, materials, equipment, supplies and related to do the work as detailed for the following lump sum price.

Base Bid \$ 30,816.50

(In Numbers)
Thirty Thousand Eight Hundred Sixteen ⁷⁵/₁₀₀ Dollars

(In Words)
Expected Delivery Date 10/2
(Expected Date, Not Estimated Time)

Option #1: Push Plates and Plow Prep package Add \$ X

NAME OF FIRM: Pape Chevrolet

ADDRESS: 425 Westbrook Rd
S. Portland, Me. 04106

AUTHORIZED SIGNATURE: Carmen Rapolla

PRINT NAME AND TITLE: Carmen Rapolla Sales & Leasing

TELEPHONE: 207-775-6111 **DATE:** _____

- Required Attachments:**
1. Completed Detailed Specifications
 2. Descriptive Literature (marked up)



BUYERS ORDER FORM

425 Westbrook Street
South Portland, ME 04106-1997
(207) 775-6111

PURCHASER'S NAME City of Lisbon DATE 9/14/18 STOCK NO. 0JE214
PURCHASER'S ADDRESS 300 Lisbon Rd CITY Lisbon STATE Me. ZIP 04043
RESIDENCE PHONE _____ BUSINESS PHONE 353-3000 SALESMAN Carmen Rapolla

NEW ☒ YEAR 18 MAKE Chery MODEL CH25903 COLOR Blue VEHICLE IDENTIFICATION NUMBER 16COKUEG7JZ24986
USED ☐ TYPE WT CYL 8 TRANSMISSION AUTO ☒ STD. ☐ MILEAGE 15

WWW.PAPECHEVROLET.COM

EMAIL: _____

WEBSITE: _____

PREFERRED COMMUNICATION

☐ EMAIL

☐ PAPER

☐ PHONE

☐ FAX

PRINCIPLE USE: _____

HOW ACQUIRED: TRADE IN ☐ AUCTION ☐

REPOSSESSION ☐ OTHER ☐ DESCRIBE _____

KNOW MECHANICAL DEFECTS _____

PREVIOUS DAMAGE (IF KNOWN) _____

BUYER'S DISCLOSURE (TRADE-IN) _____

USED VEHICLE TRADE-IN YEAR _____

MAKE _____ MODEL _____ 4 DR., 2 DR., S. W.

SERIAL NO. _____

MILEAGE _____ COLOR _____

CYL. _____ PRINCIPLE USE OF VEHICLE: _____

KNOWN MECHANICAL DEFECTS: _____

PREVIOUS DAMAGE (IF KNOWN) _____

BALANCE OWED TO: _____

ADDRESS: _____

WARRANTY

THIS VEHICLE HAS BEEN INSPECTED IN ACCORDANCE WITH TITLE 29, SECTION 2502 AND IS IN THE CONDITION AND MEETS THE STANDARD REQUIRED BY THAT STATUTE AND THE RULES AND REGULATIONS PROMULGATED THEREUNDER.

ORDER SUBJECT TO PRESENT AND FUTURE REGULATIONS

1	BASE PRICE includes all factory equipment & freight	30,265.00
	1) DOCUMENTATION FEE	499.00
2	TOTAL OPTIONS	
3	TOTAL PRICE (add lines 1 & 2)	\$
4	NET TRADE-IN OR ACTUAL CASH VALUE	
5		
6	TOTAL TRADE-IN	
7	TRADE DIFFERENCE (subject to tax)	30,764.00
8	STATE TAX	7/9
9	STATE INSPECTION FEE	18.50
10	STATE TITLE FEE	34.00
11	BALANCE OWED ON TRADE	
12	BALANCE DUE (add lines 7 through 11)	
13	CASH DOWN	
14		
15		
16		
17		
18	AMOUNT FINANCED	30,816.50
TO BE COMPLETED BY BUSINESS MANAGER		
NAME OF LIENHOLDER _____		NAME _____ D. O. B. _____
ADDRESS _____		
CITY _____ STATE _____		ZIP _____
INS. CO. _____		

IF THE PURCHASER DESIRES TO FINANCE ANY PART OF THE PURCHASE PRICE THROUGH THE SELLER THIS ORDER SHALL NOT BE BINDING UPON EITHER PARTY IF ALL CREDIT TERMS AS FINALLY ARRANGED AND DISCLOSED TO THE PURCHASER IN ACCORDANCE WITH THE REQUIREMENTS OF LAW ARE NOT ACCEPTABLE TO THE PURCHASER, AND IN SUCH EVENT THE SUM, IF ANY, SHOWN HEREON AS A DEPOSIT AGAINST THE CASH PRICE, SHALL BE REFUNDED TO THE PURCHASER.

I HAVE READ THE MATTER ON THE BACK HEREOF AND AGREE TO IT AS A PART OF THIS ORDER THE SAME AS IF IT WERE PRINTED ABOVE MY SIGNATURE THE FRONT AND BACK HERE OF COMPRISE THE ENTIRE AGREEMENT AFFECTING THIS ORDER AND NO OTHER AGREEMENT OR UNDERSTANDING OF ANY NATURE CONCERNING SAME HAS BEEN MADE OR ENTERED INTO. IF THIS ORDER IS CANCELLED FOR ANY REASON WHATSOEVER IT IS AGREED THAT THE DEPOSIT HEREUNDER SHALL CONSTITUTE LIQUIDATION DAMAGES AND NOT BE REFUNDABLE I HEREBY ACKNOWLEDGE RECEIPT OF A COPY OF THIS ORDER.

PURCHASER'S SIGNATURE: _____

DATE _____

ACCEPTED BY: _____

BY _____

NAME AND TITLE _____



Connect

Carmen Rapolla

September 26, 2018

[Update My Profile](#)
[Logout](#)

Global Warranty Management: Main -> Interface With Customer -> View Vehicle Build

INTERFACE WITH
CUSTOMER

View Vehicle Build

This screen allows IVH users to view the initial build information on the selected VIN including option codes with descriptions (where available)

Vehicle Information

VIN 1GC0KUEG7JZ249867

Model CK25903-2018 SILVERADO 2500 REG CAB 4WD

Service Contract: No

Branded Title: No

Warranty Block: No

PDI Status: Yes

Order Type: 70 - RETAIL - STOCK

Field Actions: [Open](#)

Vehicle Build

Model CK25903-2018 SILVERADO 2500 REG CAB 4WD

Order Number VRZSK6

Gross Vehicle Weight: 4,313

Build Date: 01/29/2018

Build Plant: Z

For this vehicle:

[View Vehicle Summary](#)[Service Contract](#)[Branded Title](#)[Warranty Block](#)[View Vehicle Build](#)[View Vehicle](#)[Component Summary](#)[View Vehicle](#)[Transaction History](#)[Detail](#)[View Vehicle Delivery Information](#)[Investigate Major](#)[Assembly History](#)

Option Codes

*IVH is not the definitive source of GM Vehicle RPO information and is intended for service reference only. Should there be any questions about the vehicle's original build or RPO information please refer to the original vehicle invoice or window sticker.

1SZ - OPTION PACKAGE DISCOUNT

1WT - SILVERADO WT EQUIPMENT GROUP

4D7 - INTERIOR TRIM

5X2 - COMPONENT RR LH NON-COMPUTER

9X2 - COMPONENT RR RH NON-COMPUTER

A60 - LOCKING TAILGATE

AE7 - SEATS - FRONT 40/20/40 BENCH

AKP - GLASS, SOLAR ABSORBING /TINTED

AL0 - AIRBAG SENSING SYSTEM, PASSENGER

AU3 - POWER DOOR LOCK SYSTEM

AXK - VEHICLE TYPE TRUCK

AY0 - AIR BAGS

B9Y - GM PRODUCTION WEEK #49

BG9 - VINYL FLOOR COVERING

BWN - CORNERSTEP, REAR BUMPER

CB7 - AIR CONDITIONING

DF2 - CAMPER STYLE EXTERIOR MIRRORS, MANUAL (REPLACES STD/OPT MIRRORS)

E63 - PICK UP BOX

EF7 - COUNTRY CODE, U.S.A

FHS - E85 FLEXFUEL CAPABLE

FW1 - FORT WAYNE PLANT

G7C - RED HOT

GB0 - AUTO LOCKING REAR DIFFERENTIAL

GEH - GVW RATING - 5,500 LBS

GT5 - REAR AXLE, 4.10 RATIO

H2R - JET BLACK / DARK ASH

I18 - ENGINEERING YEAR 2018

IOB - CHEVROLET MYLINK AUDIO SYSTEM W/ 7" DIAGONAL COLOR TOUCH

J95 - BRAKE HYD POWER SRW, 4WHL DISC

JL1 - TRAILER BRAKE CONTROLLER

K34 - CRUISE CONTROL

K47 - HIGH CAPACITY AIR CLEANER

KC4 - ENGINE OIL COOLING SYSTEM

KNP - HD AUX TRANS. COOLING SYSTEM

KR1 - REFRIGERANT AIR CONDITIONING

KWS - ALTERNATOR, 220 AMP

L95 - VORTEC 6.0L V8 SFI GAS ENGINE

MAH - MARKETING AREA NORTH AMERICA

MYD - 6-SPEED AUTOMATIC TRANSMISSION

N33 - STEERING COLUMN, TILT

BID PROPOSAL FORM

4x4 Pickup Truck w/ Plow Prep Option

Contract No. 2018-0101

SUBMIT TO: Town Manager's Office
Town of Lisbon
300 Lisbon Road
Lisbon, Maine 04043

BID DATE: Tuesday, September 25, 2018, 2:00 p.m.

The undersigned hereby certifies he/she has examined and fully comprehends the requirements of these specifications and drawings for the above project and offers to furnish all labor, materials, equipment, supplies and related to do the work as detailed for the following lump sum price.

Base Bid \$ 32,525.00 *not including plow install*

(In Numbers)

thirty two thousand, five hundred and twenty five Dollars

(In Words)

Expected Delivery Date Immediate - stock unit, subject to prior sale.
(Expected Date, Not Estimated Time)

Option #1: Push Plates and Plow Prep package

Add \$ ~~\$6000~~ 9.6 X 12.5 Fisher plow
1500 Installed.

NAME OF FIRM: O'Connor Motors

ADDRESS: 187 Riverside Dr.

Augusta, Me 04330

AUTHORIZED SIGNATURE: John L. Myrvallan, Jr.

PRINT NAME AND TITLE: John L. Myrvallan, Jr.

TELEPHONE: 207 592-0105 **DATE:** 9-24-18

- Required Attachments:**
1. Completed Detailed Specifications
 2. Descriptive Literature (marked up)



Vehicle Locator

Dealer Information

O'CONNOR CHEVROLET BUICK GMC CADILLAC, INC.
199 RIVERSIDE DR
AUGUSTA, ME 04330
Phone: 207-622-3191
Fax: 207-626-5700

1GT02REG8JZ295608

Model Year: 2018

Make: GMC

Model: 2500HD Sierra

TK25903-4WD, Regular Cab Long Box

PEG: 1SA-Sierra Preferred Equipment Group

Primary Color: GPA-Dark Slate Metallic

Trim: H2R-Base Cloth, Jet Black / Dark Ash, Interior Trim

Engine: L96-Engine: 6.0L, V-8, SFI, FlexFuel w/ E63 only

Transmission: MYD-6-Speed Automatic

Event Code: 5000-Delivered to Dealer

Order #: VTHSB5

MSRP: \$41,495.00

Order Type: TRE-Retail Stock

Stock #: 383524

Inventory Status: Available

Total Cash Allowance:*

Additional Vehicle Information

GM Marketing Information

Vehicle Options

Chargeable Options

	MSRP
C49-Defogger, Rear Window Electric	\$225.00
DF2-Mirrors: Camper Style, Black, Manual Foldaway	\$70.00
GPA-Dark Slate Metallic	\$395.00
PYT-Wheels: 18" Steel, Painted	\$295.00
QGM-Tires: LT 265/70R18 ALT BW	\$200.00
U01-Roof Marker Lamps	\$55.00
VYU-Snow Plow Prep Package	\$385.00
Z82-Trailer Package	\$575.00

No Cost Options

GEH-GVW Rating 9,500 LBS
GT5-Rear Axle 4.10 Ratio
L96-Engine: 6.0L, V-8, SFI, FlexFuel w/ E63 only
MYD-6-Speed Automatic
NE1-CT/MA/MD/ME/NJ/NY/OR/PA/RI/VT/WA Emissions

Other Options

1SA-Sierra Preferred Equipment Group	A60-Tailgate Lock
AE7-Seats: 40/20/40/ Split Front Bench	AU3-Power Door Locks
AY0-Airbags-frontal,front seat side-impact and head-curtain	BG9-Floor Covering: Rubber Vinyl, Graphite
C67-Air Conditioning, Manual	E63-Body: Pick-Up Bed / Box
G80-Locking Differential, Rear	H2R-Base Cloth, Jet Black / Dark Ash, Interior Trim
IOB-Radio, 7" Color Screen, Bluetooth, w/ USB Port	✱ JL1-Integrated Trailer Brake Controller
K34-Cruise Control	K47-Air Cleaner, High Capacity
KW5-Alternator, 220 AMP	NZZ-Underbody Shield
SAF-Lock, Spare Tire	TRW-Provision, for Cab Roof Mounted Lamp / Beacon
U2J-SiriusXM Satellite Radio, Delete	UQ3-Speaker System
✱ UVC-Rear View Camera System	VK3-License Plate Front Mounting Hardware
ZWF-Tire Spare: LT 265/70R18 BW ALS	ZY1-Paint, Solid

"~" indicates vehicle belongs to Trading Partner's inventory

Disclaimer:

GM has tried to make the pricing information provided in this summary accurate. Please refer to actual vehicle invoice, however, for complete pricing information. GM will not make any sales or policy adjustments in the case of inaccurate pricing information in this summary.

Cash Allowance is calculated based on your dealer's Zip Code. Customer must take delivery by 10/01/2018.

September 28, 2018

To Lisbon Town Council

The Planning Board has been made aware of the expected discussion regarding lifting the marijuana moratorium at the next Council meeting on October 2nd. As a result of our recent joint Council/Planning Board workshop discussion and direction given at that time, we entertained proposed changes to the Table of Land Uses in the Zoning Ordinance (Chapter 70 of our codes) at our regular meeting Thursday, September 27th.

These proposed changes deal with both Medical Marijuana and Adult Use (Recreational) Marijuana and specifically detail where those uses would be permitted.

We feel that the recent moratorium which was put in place just a few weeks ago should be left in place until such time as certain land use tables are updated. As you are aware, the moratorium specifically mentions the "opt in" requirements of the newly enacted amendments to Public Law 2017 Chapters 409, 447 and 452 which deals with both medical and adult use marijuana. Since the portion of the statutes which deal with medical marijuana were not treated as emergency legislation, they will not become effective until Thursday December 13th (90 days after the legislature adjourned). Between now and then without the moratorium applicants for activities dealing with medical marijuana will be dealt with in the manner previously allowed. In our town's case, there is minimal regulation due to the seemingly ever changing set of rules handed down from the state level and the heretofore general lack of clarity in dealing with the matter.

With regard to the Adult Use provisions of the law, enactment has already happened but implementation awaits the rule making process which will not be finalized until at least late into the spring of 2019. As of this writing, the Department of Administrative and Financial Services has issued an RFP for a consultant to write those rules.

For those reasons, **we feel strongly that our proposed changes should be enacted before any moratorium is lifted and have proposed the following timetable for consideration so that delay can be minimized. This is the fastest action table possible following our ordinances.**

Sept 27th - Planning Board formally propose changes (done)

October 11th - Planning Board Hearing for proposed changes

October 16th - Town Council first reading of proposed land use changes

November 13th - Town Council Second reading (hearing) of proposed land use changes and enactment.

December 4th - Changes to land uses becomes effective (21 days after enactment). Council lifts moratorium.

December 18th – Potential "Opt In" for new medical marijuana provisions of state statutes.



Don Fellows
Vice Chair



LAND USE CHART

Sec. 70-530. Land uses.

All land use activities, as indicated Sec. 70-531 Table of Land Uses, shall conform to all of the applicable performance standards. The district designation for a particular site shall be determined from the Zoning Map of Lisbon, Maine.

Note: Businesses dealing with Adult Use (Recreational) or with Medical Use of Marijuana are included in the Commercial/Business Uses category and are specifically titled "Medical Marijuana Businesses" and "Adult Use (Recreational) Marijuana Businesses." No marijuana business shall be considered under any other section or sub-section of this Table of Land Uses.

(1) Key to Table of Land Uses:

P	Permitted by right if they comply with all applicable federal, state and town laws and regulations and the performance standards in article VI of this chapter. Uses may also require Subdivision and/or Site Plan Review approvals pursuant to other provisions of this Code.
C	Permitted upon authorization of a conditional use permit by the planning board in accordance with Article III of this Chapter. {May also require Site Plan Review and/or Subdivision approval}
No	Prohibited

(2) Abbreviations:

RP	Resource Protection
LR	Limited Residential
GR	General Residential
RO-I	Rural Open Space I
RO-II	Rural Open Space II
RR	Rural Residential
LRR	Limited Rural Residential
V	Village
C	Commercial
I	Industrial
DD	Diversified Development

(C.M. of 11-15-2011. V. 2011-208)

[illegible]

Public Garages and Storage Yards	NO	NO	NO	NO	NO	NO	NO	C	P	P	C
Public Facilities other than those permitted	NO	C	NO	NO	NO	NO	NO	P	P	NO	C
Public Utility Building	NO	NO	C	NO	NO	NO	NO	P	P	P	P
Accessory Uses & Structures	P	P	P	P	P	P	P	P	P	P	P
Commercial/Business Uses	RP	LR	GR¹²	RO-I	RO-II	RR	LR	V	C	I	DD⁸
Child day care in home/eight or fewer children	NO	C	C	C	C	NO	C	NO	NO	NO	P
Children's Day Care Facility	NO	NO	C	C	NO	C	C	C	C	C	C
Nursery school	NO	P	C	P	NO	P	P	P	NO	NO	C
Offices/office buildings not exceeding 2,500 sq. ft.	NO	NO	P	NO	NO	NO	NO	P	P	P	P
Office Building greater than 2,500 sq. ft.	NO	NO	NO	NO	NO	NO	NO	P	P	P	P
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) Marijuana-Retail Store	RP	LR	GR¹²	RO-I	RO-II	RR	LR	V	C	I	DD⁸
• Registered Caregivers (Retail Store)	NO	NO	NO	NO	NO	NO	NO	C	C	NO	C
• 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	NO	C	C	C
Adult Use (Recreational) Marijuana Businesses (See footnote 15 for definitions)	RP	LR	GR¹²	RO-I	RO-II	RR	LR	V	C	I	DD⁸
• Marijuana Stores	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
• Cultivation Facilities	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
• Products Manufacturing Facilities	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
• Testing Facilities	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Service Establishment, such as barbershop, beauty parlor, cleaner	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Lawn & garden equipment sales/service	NO	NO	NO	C	C	NO	NO	P	P	NO	C
Snowmobile, motorcycle, recreational vehicle, ATV, boat sales/service	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Automobile sales, etc	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Auto service station, auto repair, gasoline service establishment	NO	NO	NO	NO	NO	NO	NO	P	P	NO	NO
Bakery or Food Shop	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Eating Place	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Recreational use such as bowling, theaters, dance hall	NO	NO	NO	NO	NO	NO	NO	P	P	NO	NO
Funeral home	NO	NO	NO	NO	NO	NO	NO	P	P	NO	NO
Auditoriums, gymnasiums, places of amusement or places of assembly	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Self-storage facility	NO	NO	NO	NO	NO	NO	NO	P	P	P	C
Shop of painter, carpenter or other skilled worker	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Wholesale establishment	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Warehouses	NO	NO	NO	NO	C	NO	NO	NO	P	P	P

Laboratory or research facility	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO	
Laundry/dry cleaning	NO	NO	NO	NO	NO	NO	NO	P	P	P	NO	
Retail sales of lumber/building supplies	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO	
Yards of electrical, heating, painting, or roofing contractor	NO	NO	NO	NO	NO	NO	NO	NO	P ⁷	P	NO	
Retail business or service involving manufacturing on the premises and not employing more than 10 people, the products of which are principally at sale at retail on the premises.	NO	NO	NO	NO	NO	NO	NO	NO	P ⁷	P	NO	
Light manufacturing	NO	NO	NO	NO	NO	NO	C	C	P	P		
Business Office related directly to an industrial use on Premises	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO	
Retail sales of products manufactured on premises	NO	NO	NO	NO	C	NO	NO	P	P	P	NO	
Accessory Uses & Structures	NO	NO	P/C	P/C	P/C	P/ C	C	P	P	P	P	
Industrial Uses	R	P	L	GR	RO-I	RO-II	RR	LR	V	C	I	DD ₈
Junkyards	NO	NO	NO	C	NO	C	NO	NO	NO	C	NO	
Transmission facilities-radio, television, power, telephone	NO	NO	NO	C	C	C	C	NO	C	P	NO	
Sawmills	NO	NO	NO	C	C	C	NO	NO	NO	P	NO	
Truck Terminal	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO	
Bottling & beverages	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO	
Manufacturing, processing, assembly of products or Goods.	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO	
Above ground storage of propane or flammable petroleum fuel products stored in accordance with rules promulgated by the state fire marshal	NO	NO	NO	NO	NO	NO	NO	C	C	P	NO	
Commercial & industrial uses and facilities not meeting criteria for permitted uses	NO	NO	NO	NO	NO	NO	NO	NO	C	C	NO	
Temporary construction, excavation, fabrication or Processing	NO	NO	NO	C	C	C	NO	NO	C	P	NO	
Accessory Uses & Structures	NO	NO	NO	P	P	C	C	P	P	P	P	
Signs	P	P	P/C	P	P	P	P	P	P	P	C	

Notes:

1. Up to four dwelling units.
2. Home occupations, limited to 25 percent of the total floor area and employing no more than two outside employees.
3. Mobile home parks approved during the period June 29, 1971, through March 10, 1975, under the previous ordinance.
4. Mobile home parks, limited to area within 1,000 feet of a general residential district and where public water and sewer is available or is accessible.
5. Multifamily dwelling up to two dwelling units.
6. Multifamily dwellings containing more than four units.
7. Provided that where open storage is habitually involved, a solid, view-obstructing fence shall be erected between such storage and any adjoining residential district.
8. The planning board may allow to be located in the diversified development district certain uses which are not specifically listed by conducting a public hearing and approving by affirmative vote by a majority of its members.
9. A plan unit development or cluster development must contain a minimum of 15 dwelling units.
10. Must be in a planned unit development or cluster development.
11. Multifamily dwellings are permitted as an element of the revitalization of commercial and/or industrial structures.
12. Small businesses, on individual lots/principal building not exceeding 2,500 sq. ft. are a conditional use in the general residential district.

13. Minimum lot size must be 40,000 sf. to raise nondomestic animals.

14. **Medical Marijuana Businesses**

- **Registered caregivers** – authorized to cultivate medical marijuana for qualifying patients.
- **Registered dispensaries** – authorized to cultivate and dispense medical marijuana to qualifying patients and caregivers.
- **Marijuana testing Facilities** – authorized to test medical marijuana for contamination and potency.
- **Manufacturing facilities** – authorized to manufacture marijuana products and marijuana concentrate for medical use.

15. **Adult Use (Recreational) Marijuana Businesses**

- **Marijuana stores** – authorized to sell marijuana products directly to consumers.
- **Cultivation facilities** – authorized to grow, prepare and package marijuana.
- **Products manufacturing facilities** – authorized to blend, infuse or extract components of the marijuana plant to make marijuana products such as ointments, tinctures or edibles, for sale to marijuana stores or other marijuana products manufacturing facilities.
- **Testing facilities** – authorized to conduct research, analysis and testing of marijuana and marijuana products for contamination, potency and safety.

Date: September 19, 2018

To: Diane Barnes, Town Manager

From: Judy Hardy-Goddard, GA Administrator

Re: Adoption of GA Maximums
Appendix A

The Adoption Process

The municipal officers (i.e., selectpersons/council) adopt the local General Assistance Ordinance and yearly Appendices, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices after notice and hearing. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

Filing of GA Ordinance and/or Appendices

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums. This signed form may be scanned and emailed to generalassistance.DHHS@maine.gov; faxed to Robin Reed at 287-3455; or sent by US mail to: DHHS/General Assistance, 19 Union Street, 11State House Station, Augusta, ME 04333.

Appendix A- Overall Maximums

Persons in Household

2016/2017	1	2	3	4	5
Androscoggin County	641	726	915	1169	1397

New Maximums

Persons in Household

2017/2018	1	2	3	4	5
Androscoggin County	669	736	932	1193	1461

Appendix B-Food Maximums No Change in the Food Maximums

Androscoggin County	1	2	3	4	5
2018/2019	192	352	504	640	760

Appendix C - Housing

Appendix C is a listing of the maximum levels of assistance for housing (both heated and unheated). These maximum levels were developed by MMA using 2009-2010 HUD Fair Market Rent values that include utility costs. Because the FMR numbers include utility and heating costs, the applicable average utility and heating allowances, as developed by the Maine State Housing Authority (MSHA), are subtracted from the FMR to obtain a pure "housing" cost.

2017/2018			2018/2019		
# Bedrooms	UnHeated	Heated	# Bedrooms	Unheated	Heated
1	538	659	1	540	664
2	711	838	2	711	847
3	896	1079	3	907	1094
4	1071	1294	4	1122	1349

Appendix D – Utilities

There was **no change** in the Utilities

1) Electricity Maximums for Households *Without Electric Hot Water*: The maximum amounts allowed for utilities, for lights, cooking and other electric uses ***excluding*** electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.70	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households *With Electrically Heated Hot Water*: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses ***excluding*** heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.08	\$86.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

Appendix E

There was **no change** in fuel. We use what the applicant uses per month or the cap of what is allowed for that month at the current price for fuel.

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

Appendix F

There was **no change** in Personal and Household Supplies

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00
NOTE: For each additional person add \$1.25 per week or \$5.00 per month.		

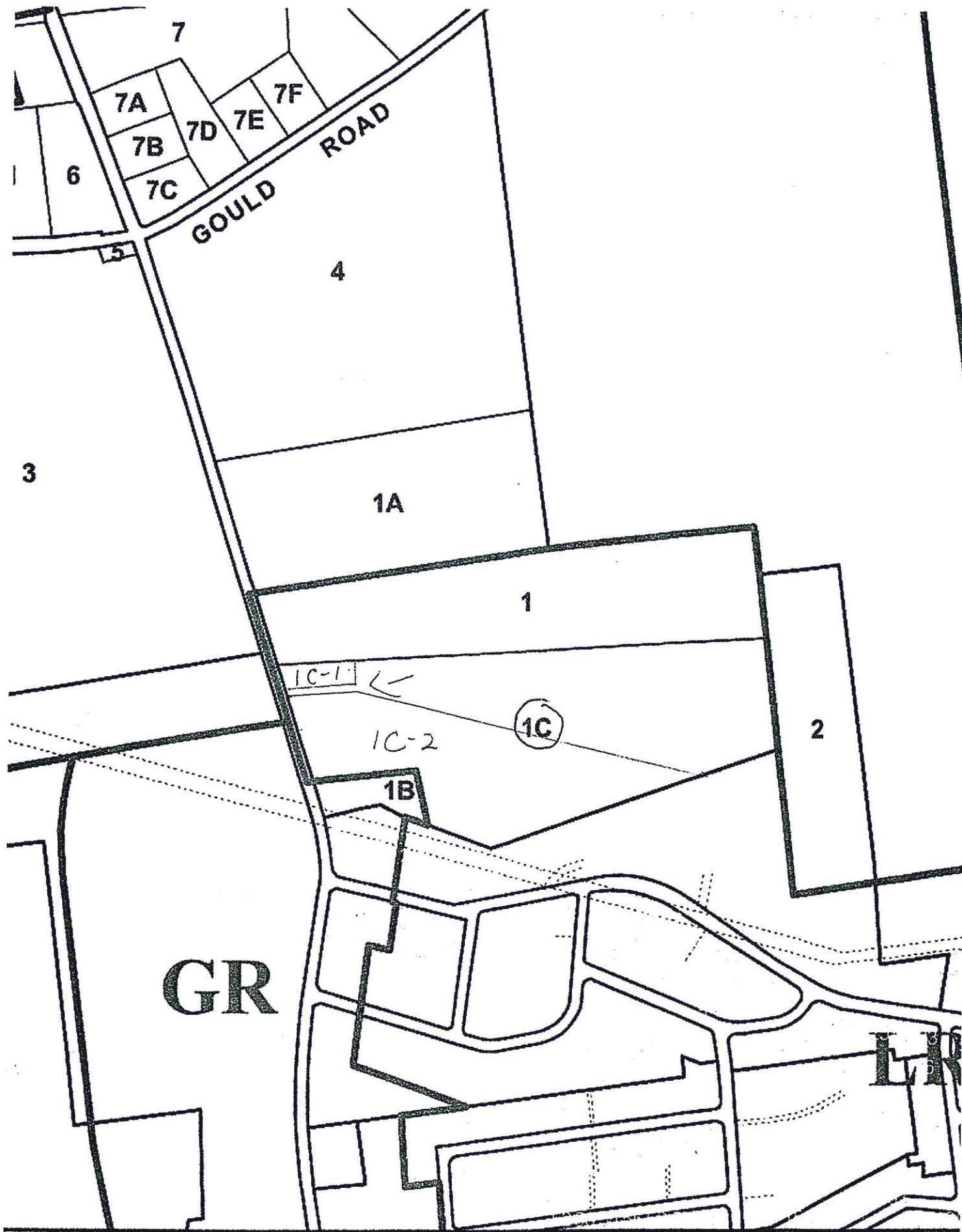
MEMO

TO: LISBON TOWN COUNCIL
FROM: KATHY MALLOY, E-911 ADDRESSING OFFICER
DATE: SEPTEMBER 25, 2018
RE: STREET NAME APPROVAL

There is a new lot off the Ridge Road between the address range of 95 and 103 Ridge Road. Since there is a potential for multiple dwellings accessing the same drive, the owners of the property, Louis and Pamela Sullivan, have requested their extended drive be a named lane: **Therese Lane**.

This road name meets E-911 standards and is in compliance with the Town's road naming ordinance sec. 46-93.

Please see attached tax map R05-lot 1C





Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



To: Diane Barnes, Town Manager

Ref: Agenda request

Date: September 25, 2018

I am requesting to be placed on the October 2nd Council agenda. I would like to ask the Council permission to apply for the Assistance to Firefighters Grant (AFG).

The AFG is a federal grant through FEMA. The primary goal of the AFG is "to meet the firefighting and emergency response needs of fire departments and nonaffiliated emergency medical service organizations. Since 2001, AFG has helped firefighters and other first responders obtain critically needed equipment, protective gear, emergency vehicles, training and other resources necessary for protecting the public and emergency personnel from fire and related hazards."

The AFG is a matching grant. Communities with population of less than 20,000 have a 5% match.

This year the grant was moved up. It opened September 24th and closes October 26th. My goal would be researching the possibility of applying for the grant to help fund the truck that is going to referendum.

Nathan LeClair

Fire Chief



MEMORANDUM

TO: Diane Barnes, Town Manager
FROM: Tracey Steuber, Economic & Community Development Director
CC: Lisbon Development Committee
SUBJECT: Schedule a Public Hearing Date – October 2, 2018
DATE: September 13, 2018

The Town of Lisbon is the recipient of another Community Development Block Grant (CDBG) Downtown Revitalization for the Lisbon Village Streetscape Project in the amount of \$300,000. As part of the phase II grant process, we need to hold a public hearing.

The Economic Development Department along with the Lisbon Development Committee would like to ask Council to set a public hearing date on the CDBG-DR Lisbon Village Streetscape Project on Tuesday, October 2, 2018 to meet the grant requirement.

COUNCIL RESOLUTION

STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the **Town of Lisbon** wishes to apply to the Department of Economic and Community Development for a Community Development Block Grant to carry out a community development program; and

WHEREAS, the planning process required by Maine Law and the CDBG Program have been complied with, including participation in the planning process by low and moderate income families and individuals and **the community has conducted at least one duly advertised public hearing**; and

WHEREAS, the **Town of Lisbon** is cognizant of the requirement that should the intended National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program; and

NOW THEREFORE, be it resolved by the Council of the **Town of Lisbon** that the Town Manager:

- 1) Is authorized and directed to submit an application for the Downtown Revitalization Program in the Amount of \$300,000, to the Department of Economic and Community Development on behalf of the **Town of Lisbon**, substantially in the form presented to this council;
- 2) Is authorized to make assurances on behalf of the **Town of Lisbon** required as part of such applications, and
- 3) Is authorized and directed, upon acceptance of said funds to carry out the duties and responsibilities for implementing and said program(s), consistent with the Charter of the **Town of Lisbon** and the laws and regulations governing planning and implementation of community development programs in the State of Maine.

DATE ENACTED: _____

Municipal Seal

AUTHORIZED SIGNATURES

Name	Date
Name	Date
Name	Date
Name	Date
Name	Date



TOWN OF LISBON

Tracey Steuber

Director Economic & Community Development

tsteuber@lisbonme.org

CDBG Façade Grant Change Order

Change Order Request:

Due to timing and no interest in bids for the masonry and carpentry work, the owners have asked to award the complete window and door replacement project to Portland Glass. Council had already awarded Portland Glass in the amount of \$17,900 and the additional amount of \$1,874.96 will cover the complete cost for window and door replacement.

<u>Location</u>	<u>Bidder</u>	<u>Additional Work</u>
14 Main Street	Portland Glass (Windows/Doors)	\$1,874.96

After speaking with the owners the Economic & Community Development Director is requesting Council to award the Windows/Doors Replacement Change Order from Portland Glass in the amount of \$1,874.96.00 as part of the CDBG Façade Grant requirements for a total award amount of: \$19,774.96. This award is contingent on the work being completed by the November 30, 2018 deadline.

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER
FROM: TOM MARTIN
SUBJECT: 2018 WINTER SAND BID AWARD
DATE: 9/28/2018

Diane,

Please find the attached results of the Winter Sand Bid advertised on September 11th and opened on September 20th.

We had two bidders out of 15 companies solicited.

Bid Summary:

A request was made to supply 1500 Cubic Yards of sand delivered to the Towns Stock pile on Capital Avenue.

The apparent low bidder is Copp Excavating, Inc. form Durham, Me

Copp Exc.	\$ 13,065.00
Country Fare	\$ 19,125.00

The basis of award is per Cubic Yard which was \$8.71 and 12.75 respectively.

Given the amount of work that is in the Public Works Agenda to be completed this fall, I feel it is warranted to make this award so we are well prepared for this winter.

I recommend accepting the proposal from Copp Excavation for the 1500 cubic yards and Contract sum of \$13,065.00

Best regards,

Tom

WINTER SAND BID PROPOSAL FORM

SUBMIT TO: Town of Lisbon
Attn: Thomas Martin
300 Lisbon Street
Lisbon, ME 04250

BID DUE DATE: Thursday September 14th, 2018 10:00 AM

The undersigned hereby certifies he/she has examined and fully comprehends the requirements of these specifications for winter sand material and offers to furnish it as specified herein for the following unit prices:

<u>Item No.</u>	<u>Estimated Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Est. Total Cost</u>
1.	1500 c.y.	Winter Sand (Delivered)	\$8.71	\$13,065.00

ESTIMATED TOTAL COST:\$ 13,065.00

Estimated
Total Cost: Thirteen Thousand sixty-five
(In Words)

Source/Pit Location: Tupper Pit - 190 Pinkham Brook Road, Durham
(Item 1)

(Item 1)

NAME AND ADDRESS OF FIRM: MOPP Excavating, Inc
190 Pinkham Brook Rd
Lurham, ME 04222

Authorized Signature: Michael A. Copp

Print name and Title: *President*

Telephone: 576-0652 Date: 9-20-18

Required Attachments:

1. Sieve analysis for Bid Item No. 1
2. Affidavit/Proof of DEP Mining Permit

DEP



This excavation has been permitted pursuant to the Performance Standards for Excavations (38 M.R.S.A Section 490-C) administered by the Bureau of Land and Water Quality, Department of Environmental Protection, 312 Canco Road Portland (822-6367)

L- 938

Permit Number

6/1/12

Date Issued

**THIS PLACARD MUST BE POSTED VISIBLY
AT THE MINING SITE AT ALL TIMES**

SUBMIT TO: Town of Lisbon
Attn: Thomas Martin
300 Lisbon Street
Lisbon, ME 04250

BID DUE DATE: Thursday September 14th, 2018 10:00 AM

The undersigned hereby certifies he/she has examined and fully comprehends the requirements of these specifications for winter sand material and offers to furnish it as specified herein for the following unit prices:

Item No.	Estimated Quantity	Description	Unit Price	Est. Total Cost
1.	1500 c.y.	Winter Sand (Delivered)	\$12.75	*19,125.00

ESTIMATED TOTAL COST: \$19,125.00

Estimated
Total Cost: Nineteen thousand one hundred twentyfive and no/100
(In Words)

Source/Pit
Location: Crooker Pit, Pleasant Hill Rd., Sabattus ME
(Item 1)

NAME AND ADDRESS OF FIRM:

Country Fare Inc
PO Box 66 Bowdoinham ME 04008

Authorized Signature: Dennis A. Gallant

Print name and Title: Dennis A. Gallant, Vice President

Telephone: 207 751 6482 Date: Sept. 19, 2018

Required Attachments:

1. Sieve analysis for Bid Item No. 1
2. Affidavit/Proof of DEP Mining Permit

Permit # 111

Report of Gradation

ASTM C-117 & C-136

Project Name BOWDOIN ME - 2018 SUBMITTAL TESTING

Project Number 18-1252

Client COUNTRY FARE, INC.

Lab ID 24287G

Material Type BANKRUN SAND

Date Received 9/6/2018

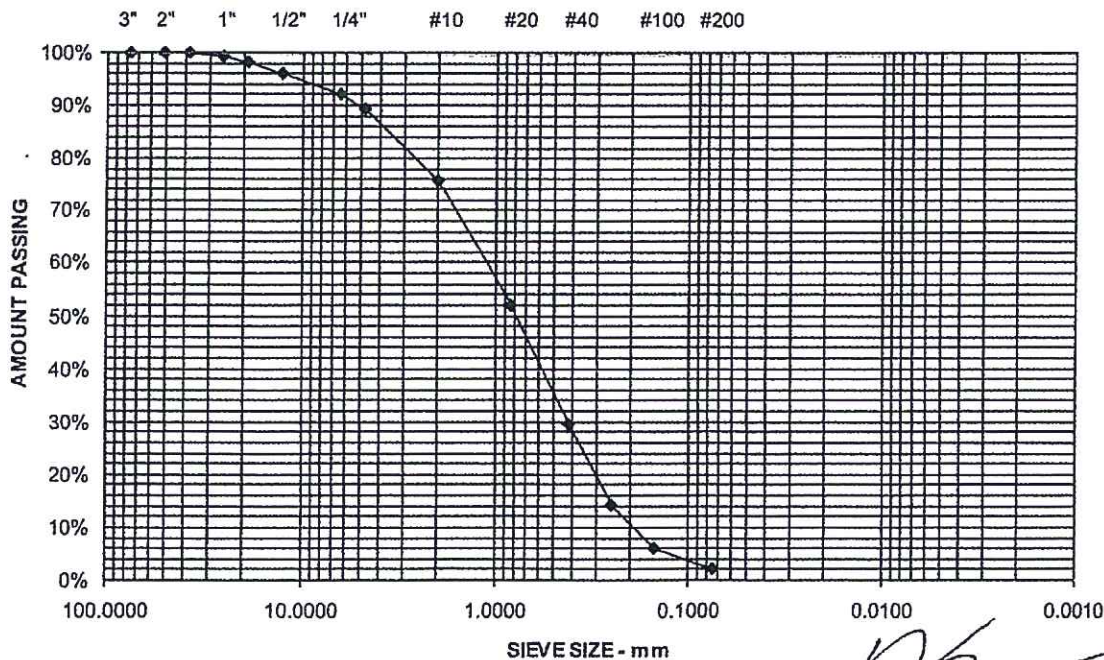
Material Source CROOKER SABATTUS PIT

Date Completed 9/12/2018

Tested By PAUL SHAFFER

STANDARD		MDOT 703.19 GRANULAR BORROW EMBANKMENT	
DESIGNATION (mm/μm)	SIEVE SIZE	AMOUNT PASSING (%)	SPECIFICATIONS (%)
150 mm	6"	100	
125 mm	5"	100	
100 mm	4"	100	
75 mm	3"	100	
50 mm	2"	100	
38.1 mm	1-1/2"	100	
25.0 mm	1"	99	
19.0 mm	3/4"	98	
12.5 mm	1/2"	96	
6.3 mm	1/4"	92	
4.75 mm	No. 4	89	
2.00 mm	No. 10	76	
850 μm	No. 20	52	
425 μm	No. 40	30	0 - 70
250 μm	No. 60	14	
150 μm	No. 100	6	
75 μm	No. 200	2.1	0.0 - 20.0

SAMPLE MEETS SPECIFICATION



Comments

Roger E. Domingo

286 Portland Road, Gray, ME 04039-9586 • Tel (207) 657-2866 • Fax (207) 657-2840 • www.swcole.com

MAINE DEP PERMIT # III