



AGENDA
COUNCIL MEETING
OCTOBER 16, 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 Ward
Town Clerk reading of meeting rules

3. GOOD NEWS & RECOGNITION

4. PUBLIC HEARINGS

- A. General Assistance Amendments to Chapter 14 Maximums Appendixes A – D
- B. Bond Order: \$294,000 For Route 125/Huston Street to Urban Compact Line
- C. Bond Order: \$430,000 For Route 125/Route 196 to Huston Street
- D. Bond Order: \$675,000 For Fire Truck

5. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

6. CONSENT AGENDA

2018-223 ORDER – A. Municipal Accounts Payable & Payroll Warrants -

#32	\$181,465.25	#33	\$18,826.36
#1092018	\$ 2,417.40	#10092018	\$10,570.40
#10162018	\$185,853.32	#	\$

B. School Accounts Payable & Payroll Warrants -

#9	\$5,582.52	#1018	\$10,391.34
#1017	\$357,081.69	#1902	\$174,162.18

C. CMP /Consolidated Communications Pole Permit – New Pole Intersection of Ridge Road & Wing Street

D. CMP/Consolidated Communications Pole Permit – New Pole on Capital Avenue

7. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

2018-224 ORDER – CDBG Façade Grant Bids – 14 Main Street

2018-225 ORDER – Speed Enforcement Grant, Distracted Driving Enforcement Grant, & Byrne/JAG Grant

2018-226 ORDER – Dingley TIF Revenues

2018-227 ORDINANCE – Chpt 70 Zoning, Dist. IV Dist. Regs, Dist. 13 Dist. Uses, Sec. 70-530 Land Uses Amendments-*First Reading*

2018-228 ORDINANCE – Repeal Emergency Marijuana Moratorium – *First Reading*

2018-229 ORDINANCE – General Assistance Amendments to Chapter 14 Maximums Appendixes A – D – *Second Reading*

2018-230 ORDINANCE – Authorize Issuance of Bonds up to \$294,000 for Rte 125/Huston-Urban Compact Line- *Second Reading*

2018-231 ORDINANCE – Authorize Issuance of Bonds up to \$430,000 for Rte 125/Route 196 to Huston St-*Second Reading*

2018-232 ORDINANCE – Authorize Issuance of Bonds up to \$675,000 For Fire Truck- *Second Reading*

2018-233 ORDINANCE – Amend Article IV, Division 1, Section 50-261 thru 267 ATV Ord & Repeal Map – *Second Reading*

2018-234 ORDER – Warrant for November 6, 2018

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)

B. Town Manager's Report

C. Contracted Town Planner – Written Update

D. Department Head Written Reports

E. Department Goals Presentation

- a. Town Clerk
- b. Recreation Director
- c. Police Chief
- d. Fire Chief
- e. Finance Director
- f. Wastewater Treatment Plant

9. APPOINTMENTS

10. COUNCIL COMMUNICATIONS AUDIENCE

11. PARTICIPATION & RESPONSE NEW ITEMS

12. EXECUTIVE SESSION

2018-235 ORDER – Per 1 M.R.S.A. Section 405 (6) (D) Labor Negotiations

13. ADJOURNMENT

2018-236 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 16, 2018

Agenda Item 2018-224 CDBG Façade Grant Bids – 14 Main Street

The following bid was advertised in the Sun Journal, Town website and sent to the following:

<u>Location</u>	<u>Bidder</u>	<u>Bid</u>
14 Main Street	RW Dupal Carpentry	\$4,200

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 a quote after the bid deadline. This bid has been accepted by the property owner as well as DECD. The Scope of Work consists of the following: Scrape, Repair and Paint Trim along roof and windows on both front and back of the building. Repair damaged corner trim and paint. Two-day lift rental. Ms. Steuber reports after speaking with the owners that she would be requesting Council to award the one Carpentry bid from R.W. Dupal Carpentry in the amount of \$4,200 as part of the CDBG Façade Grant requirements. This award is contingent on the work being completed by the November 30, 2018 deadline.

Recommendation

Award the Façade Grant bid for carpentry work at 14 Main Street to RW Dupal Carpentry in the amount of \$4,200 contingent upon the work being completed by November 30, 2018.

Agenda Item 2018-225 Speed Enforcement Grant, Distracted Driving Enforcement Grant, & Byrne/JAG Grant

The Bureau of Highway Safety is in the process of releasing their list of grants for the 2019 calendar year. Due to short turnaround time between the releases and due dates of the grants, and the fact they don't always align with Town Council meetings, we are requesting this approval prior to grant release. These monetary grant awards would be used to reimburse the Town of Lisbon for officer overtime used to enforce speed and distracted driving laws. The Lisbon Police Department will be qualifying for roughly the following grant awards:

Speed Enforcement Grant - \$1,850
Distracted Driving Enforcement Grant - \$10,375

The annual Byrne/JAG grant opportunity has been released. The Federal Government decides on an annual basis how much each law enforcement agency will be awarded based on annual reported crime statistics. This year the Lisbon Police Department has the opportunity to apply for an award of \$2,992. If approved, this money would be used to purchase a new mobile radio for a cruiser and a portable radio.

Recommendation

To authorize the Police Chief permission to apply for, accept, and spend grant monies should the Lisbon Police Department's requests be approved for the: 1) Speed Enforcement Grant for \$1,850, 2) Distracted Driving Enforcement Grant for \$10,375, and 3) Byrne/JAG Grant for \$2,992.



TOWN OF LISBON

300 Lisbon Street, Lisbon, ME 04250

Agenda Item 2018-4A

Twila D. Lycette, Town Clerk

Michelle Foss, Assistant

PUBLIC HEARING

Ordinance Amendments

Revised Notice

Notice is hereby given that the Lisbon Town Council intends to hold a public hearing on October 16, 2018 at 7:00 PM in the Town Office Public Meeting Room to hear comments on amendments to the General Assistance Chapter 14 Appendix A for Overall Maximums, B for Food Maximums, C for Housing, and D for Utilities. The public is invited to attend.

Copies of these amendments may be viewed or obtained at the Town Clerk's Office, 300 Lisbon Street, Lisbon or online at www.lisbonme.org.

The public is invited to attend.

Twila Lycette, Town Clerk



TOWN OF LISBON

300 Lisbon Street, Lisbon, ME 04250

Agenda Item 2018-4B

Twila D. Lycette, Town Clerk

NOTICE OF PUBLIC HEARING

TOWN OF LISBON

The Municipal Officers of the Town of Lisbon have considered and approved in concept appropriating an amount not to exceed \$294,000 to finance Lisbon's 10% share of the cost of reconstructing State Route 125 from Huston Street to the Urban Compact Line (the "Project"), and have determined that the most efficient way to finance that appropriation would be through the issuance of one or more bonds or notes of the Town in an amount not to exceed \$294,000, and the acceptance of federal and state funding in an amount not to exceed \$2,935,000 for the remaining portion.

Pursuant to the Charter of the Town of Lisbon (the "Charter"), approval of the financing of this Project requires that a public hearing be conducted prior to the enactment of an ordinance calling for a referendum. Therefore, pursuant to the authority conferred by Section 8.21(b), and the requirements of Sections 6.09 and 8.11(b)(2) of the Charter, a public hearing shall be held on Tuesday, October 16 at 7:00 p.m. o'clock at the Town Office, 300 Lisbon Street, for the purpose of hearing public comment on the Ordinance providing for the issuance of such notes and bonds in an amount not to exceed \$294,000 and securing the financing described above, intended to raise a total amount not to exceed \$2,935,000 for the Project.

Copies of the proposed text may be viewed or obtained at the Town Clerk's office, 300 Lisbon Street, Lisbon, or online at www.lisbonme.org.

The public is invited to attend.

Twila Lycette, Town Clerk



TOWN OF LISBON

300 Lisbon Street, Lisbon, ME 04250

Agenda Item 2018-4C

Twila D. Lycette, Town Clerk

NOTICE OF PUBLIC HEARING

TOWN OF LISBON

The Municipal Officers of the Town of Lisbon have considered and approved in concept appropriating an amount not to exceed \$430,000 to finance Lisbon's 10% share of the cost of reconstructing State Route 125 from State Route 196 to Huston Street (the "Project"), and have determined that the most efficient way to finance that appropriation would be through the issuance of one or more bonds or notes of the Town in an amount not to exceed \$430,000, and the acceptance of federal and state funding in an amount not to exceed \$4,300,000 for the remaining portion.

Pursuant to the Charter of the Town of Lisbon (the "Charter"), approval of the financing of this Project requires that a public hearing be conducted prior to the enactment of an ordinance calling for a referendum. Therefore, pursuant to the authority conferred by Section 8.21(b), and the requirements of Sections 6.09 and 8.11(b)(2) of the Charter, a public hearing shall be held on Tuesday, October 16 at 7:00 p.m. o'clock at the Town Office, 300 Lisbon Street, for the purpose of hearing public comment on the Ordinance providing for the issuance of such notes and bonds in an amount not to exceed \$430,000 and securing the financing described above, intended to raise a total amount not to exceed \$4,300,000 for the Project.

Copies of the proposed text may be viewed or obtained at the Town Clerk's office, 300 Lisbon Street, Lisbon, or online at www.lisbonme.org.

The public is invited to attend.

Twila Lycette, Town Clerk



TOWN OF LISBON

300 Lisbon Street, Lisbon, ME 04250

Agenda Item 2018-4D

Twila D. Lycette, Town Clerk


NOTICE OF PUBLIC HEARING TOWN OF LISBON

The Municipal Officers of the Town of Lisbon have considered and approved in concept appropriating an amount not to exceed \$675,000 to finance the purchase of a "pumper" fire engine (the "Project"), and have determined that the most efficient way to finance that appropriation would be through the issuance of one or more bonds or notes of the Town in an amount not to exceed \$675,000.

Pursuant to the Charter of the Town of Lisbon (the "Charter"), approval of the financing of this Project requires that a public hearing be conducted prior to the enactment of an ordinance calling for a referendum. Therefore, pursuant to the authority conferred by Section 8.21(b), and the requirements of Sections 6.09 and 8.11(b)(2) of the Charter, a public hearing shall be held on Tuesday, October 16 at 7:00 p.m. at the Town Office, 300 Lisbon Street, for the purpose of hearing public comment on the Ordinance providing for the issuance of such notes and bonds in an amount not to exceed \$675,000.

Copies of the proposed text may be viewed or obtained at the Town Clerk's office, 300 Lisbon Street, Lisbon, or online at www.lisbonme.org.

The public is invited to attend.


Twila Lycette, Town Clerk

LISBON POLE PERMIT INSPECTION REPORT

PERMIT REQUESTED BY: Central Maine Power / Consolidated Comm.
 LOCATION: 733 ft Northerly of intersection w/ wing St

CODE ENFORCEMENT DEPARTMENT

I, Dennis Douglass, have reviewed the application and find the pole to be
 located in front of property of N/A New Pole #37

and the physical address is 733 ft Northerly of intersection w/ ctr line of Wing St.

Additional Comments: _____

Date: 10/2/18 Signed by: [Signature]

Recommendation: Deny permission for the following reason: _____

Date: _____ Signed by: _____

PLEASE FORWARD TO PUBLIC WORKS DEPARTMENT

PUBLIC WORKS DEPARTMENT

I, Elwan Beal, have visually inspected this location and find no reason to
 prohibit placing pole(s) where requested.

Comments: Nothing there no pole

Date: 10/4/18 Signed by: [Signature]

Recommendation: Deny permission for the following reason: _____

Date: _____ Signed by: _____

PLEASE RETURN TO THE TOWN CLERK

Town

APPLICATION FOR POLE LOCATIONS

September 25, 2018

To the Town Council
of Lisbon, Maine

NORTHERN NEW ENGLAND TELEPHONE OPERATIONS LLC and CENTRAL MAINE POWER COMPANY respectfully request(s) permission for a location for poles and cables and wires thereon, including the necessary sustaining, supporting and protecting fixtures in, along, upon and across the following named public streets and highways:

IN THE TOWN OF LISBON, MAINE


Ridge Road – Placement of new Pole 37 [37] approximately 733 feet Northerly of intersection with center line of Wing Street, one pole

THIS APPLICATION IS BEING SUBMITTED WITHOUT PUBLIC NOTICE BY PUBLICATION

Said poles to be erected substantially in accordance with the plan filed herewith marked Consolidated No. 324643 dated September 19, 2018 and shall be of wood or other suitable material, and the cables and wires shall be run at the height in compliance with standards of the National Electrical Safety Code at highway crossings and elsewhere for electric cables and wires, and (or) for telephone cables and wires. All cables and wires to be maintained in accordance with standards of the National Electrical Safety Code.

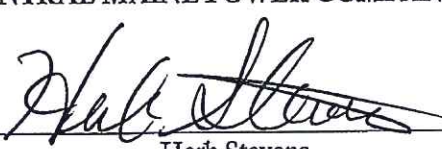
NORTHERN NEW ENGLAND TELEPHONE
OPERATIONS LLC


By


Jessica Theriault
Right of Way

CENTRAL MAINE POWER COMPANY

By


Herb Stevens
Supervisor – Integrated Field Design

	SAFETY NOTES:		MOD/REV NO.	DATE	EWO NO. 324643
	Normal Safety Precautions				PRINT 1 OF 1
					PREPARED BY:
					MFREE
			LT. NOTICE	#	C.O. /EXCHANGE NAME:
CMP	SIGNATURE <i>MFREE</i>		TYPE	RECORD REF:	LISBON FALLS
	DATE 9/2018		AERIAL		C.O. /EXCHANGE CODE:
	PRE CT YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		UNDERGROUND	---	7224
	PRIMARY VOLTAGE TO GROUND		BLOCK (NYT)	---	MUNICIPALITY:
	12.5 KV	MGN	SYSTEM	CONDUIT	---
CABLE PRESS.		UNDER PRESS. YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	BUFFER YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	MANHOLE LOCATION MH# NA	
TRANSMISSION		26GA LIMIT YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	AMT. BRIDGE TAP -----	KF	

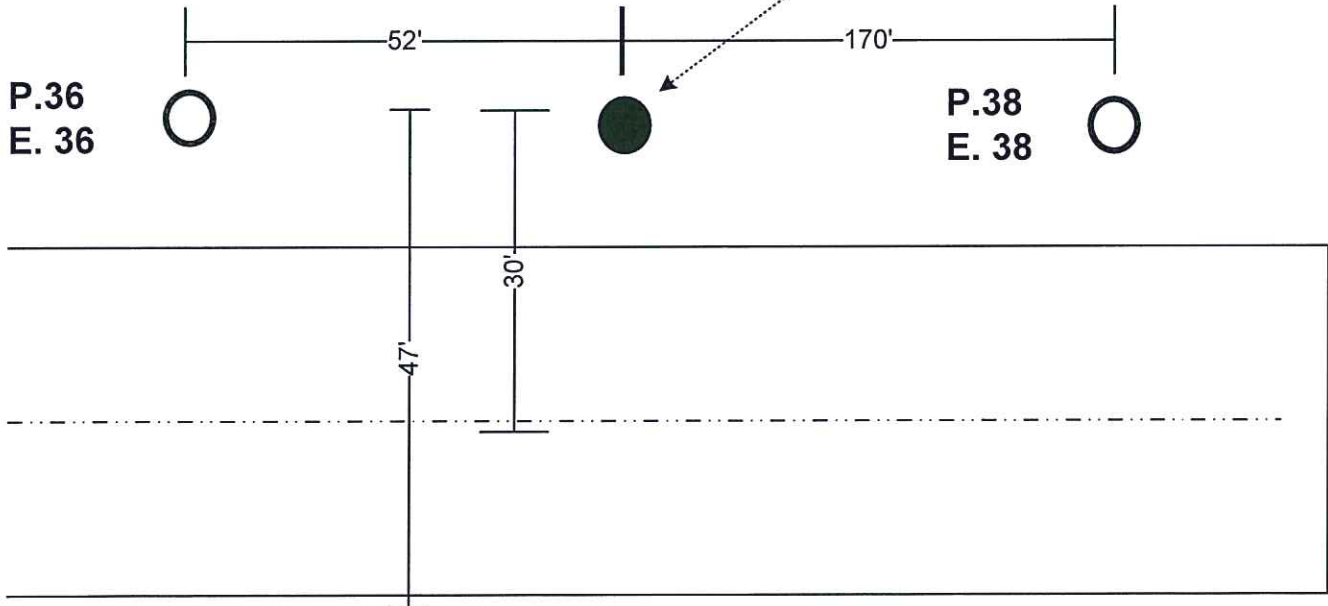
319-8518
101 RIDGE RD,
LISBON FALLS

RIDGE RD
TEL RTE RIDGE RD

P. 37
E. 37

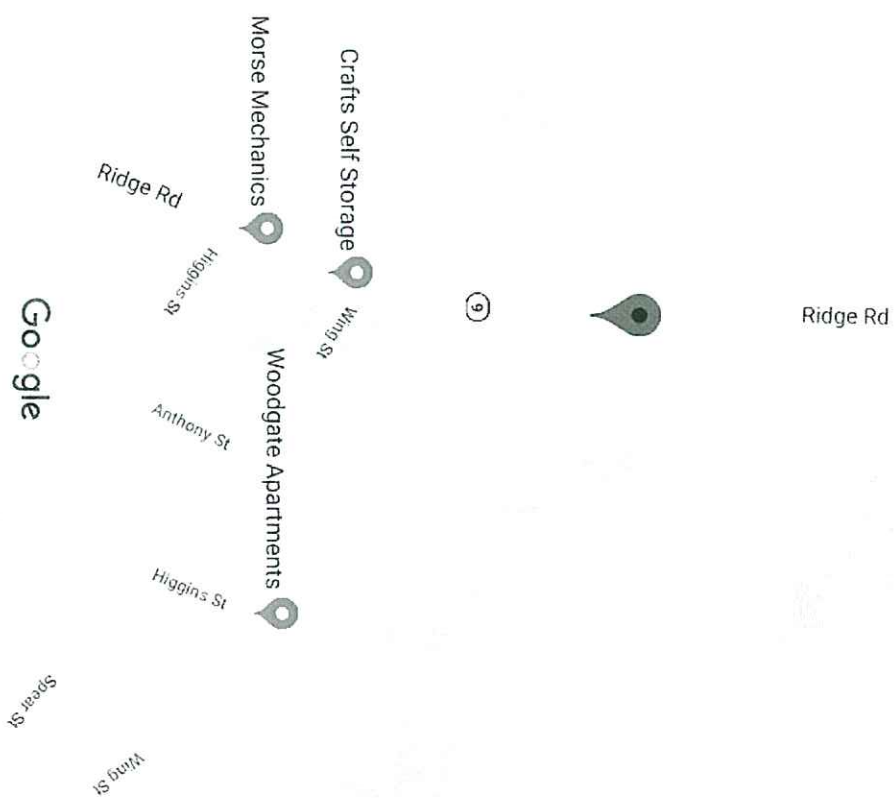
TEL PL 40'3 SPP 2018 100%

N: 44.01826
W: -70.06733



2092' TO GOULD RD
←

733' to
WING ST →



LISBON POLE PERMIT INSPECTION REPORT

PERMIT REQUESTED BY: CMP-Consolidated Comm.

LOCATION: Capital Ave, Lisbon FLS.

CODE ENFORCEMENT DEPARTMENT

I, Pennis Douglass, have reviewed the application and find the pole to be located in front of property of New Pole # 5 [7] approx 258 ft west of and the physical address is Intersection w/ center line of Capital Ave.
Capital Ave.

Additional Comments: _____

Date: 10/4/19 Signed by: [Signature]

Recommendation: Deny permission for the following reason: _____

Date: _____ Signed by: _____

PLEASE FORWARD TO PUBLIC WORKS DEPARTMENT

PUBLIC WORKS DEPARTMENT

I, Elwood Deal, have visually inspected this location and find no reason to prohibit placing pole(s) where requested.

Comments: Nothing There New Pole

Date: 10/4/19 Signed by: [Signature]

Recommendation: Deny permission for the following reason: _____

Date: _____ Signed by: _____

PLEASE RETURN TO THE TOWN CLERK

Town

APPLICATION FOR POLE LOCATIONS

October 2, 2018

To the Town Council
of Lisbon, Maine

NORTHERN NEW ENGLAND TELEPHONE OPERATIONS LLC and CENTRAL MAINE POWER COMPANY respectfully request(s) permission for a location for poles and cables and wires thereon, including the necessary sustaining, supporting and protecting fixtures in, along, upon and across the following named public streets and highways:

IN THE TOWN OF LISBON, MAINE

Capital Avenue – Placement of new Pole ½ [7] approximately 258 feet Westerly of intersection with center line of Capital Avenue, one pole

THIS APPLICATION IS BEING SUBMITTED WITHOUT PUBLIC NOTICE BY PUBLICATION

Said poles to be erected substantially in accordance with the plan filed herewith marked Consolidated No. 324879 dated September 25, 2018 and shall be of wood or other suitable material, and the cables and wires shall be run at the height in compliance with standards of the National Electrical Safety Code at highway crossings and elsewhere for electric cables and wires, and (or) for telephone cables and wires. All cables and wires to be maintained in accordance with standards of the National Electrical Safety Code.

NORTHERN NEW ENGLAND TELEPHONE
OPERATIONS LLC


By

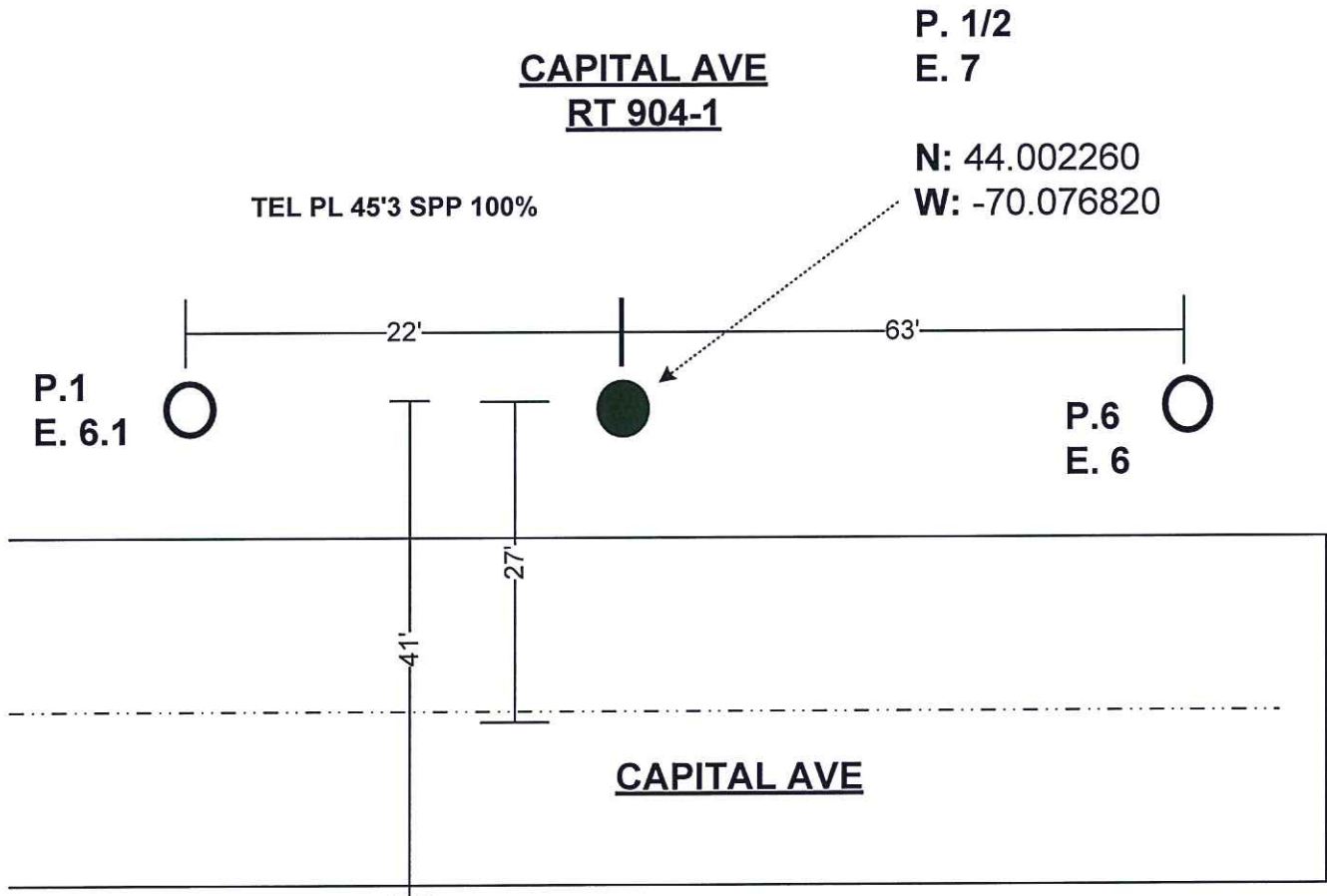
Jessica Theriault
Right of Way

CENTRAL MAINE POWER COMPANY

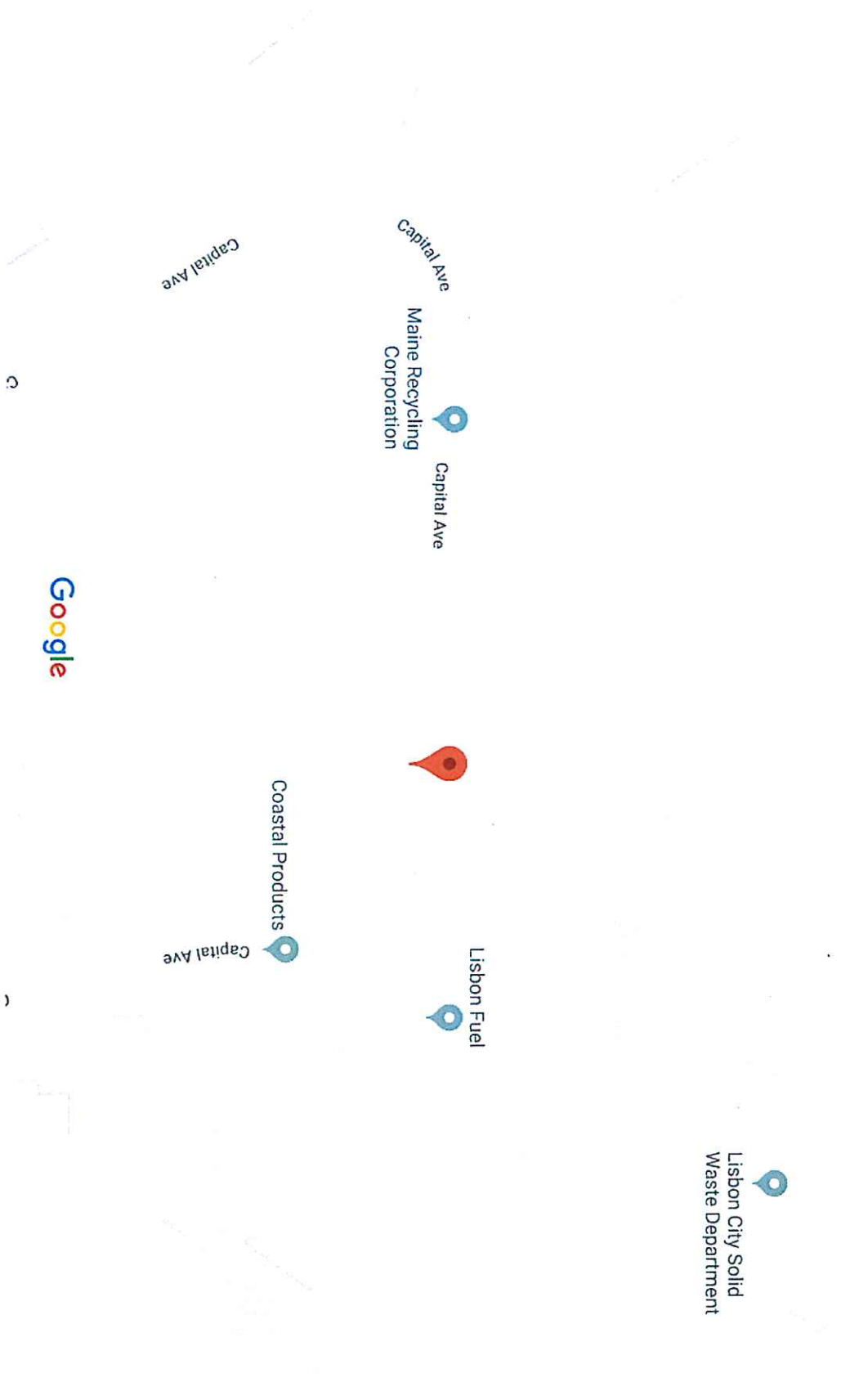
By

Herb Stevens
Supervisor – Integrated Field Design

	SAFETY NOTES: Normal Safety Precautions		MOD/REV NO.	DATE	EWO NO. 324879
					PRINT 1 OF 1
					PREPARED BY:
					MFREE
			LT. NOTICE	#	C.O. /EXCHANGE NAME:
CMP	SIGNATURE DATE		TYPE		RECORD REF:
	9/2018		AERIAL		LISBON FALS
					C.O. /EXCHANGE CODE:
	PRE CT	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	UNDERGROUND	---	7224
	PRIMARY VOLTAGE TO GROUND		BLOCK (NYT)	---	MUNICIPALITY:
	12.5 KV	MGN SYSTEM	CONDUIT	---	LISBON
CABLE PRESS.		UNDER PRESS. YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	BUFFER YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		MANHOLE LOCATION MH# NA
TRANSMISSION		26GA LIMIT YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	AMT. BRIDGE TAP -----		KF



258' to
CAPITAL AVE →
TEL RT 904





TOWN OF LISBON

Tracey Steuber

Director Economic & Community Development

tsteuber@lisbonme.org

CDBG Façade Grant Bids

The following bid was advertised in the Sun Journal, Town website and sent to the following:

<u>Location</u>	<u>Bidder</u>	<u>Bid</u>
14 Main Street	RW Dupal Carpentry	*\$4,200

*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 a quote after the bid deadline. This bid has been accepted by the property owner as well as DECD.

The Scope of Work consists of the following:

Scrape, Repair and Paint Trim along roof and windows on both front and back of the building.
Repair damaged corner trim and paint. Two-day lift rental.

After speaking with the owners the Economic & Community Development Director is requesting Council to award the one Carpentry bid from R.W. Dupal Carpentry in the amount of \$4,200 as part of the CDBG Façade Grant requirements. This award is contingent on the work being completed by the November 30, 2018 deadline.



Lisbon Police Department

A Community Policing Agency

300 Lisbon St.
Lisbon, ME 04250

Marc R. Hagan
Chief of Police

To: Town Manager Barnes

From: Chief Hagan

Subject: Grant application and acceptance request

Date: 10/09/2018

I am requesting permission from the Town Council to apply for, accept, and spend the following grant monies should the Lisbon Police Department requests be approved:

1. The Bureau of Highway Safety is in the process of releasing their list of grants for the 2019 calendar year. Due to short turnaround time between the releases and due dates of the grants, and the fact they don't always align with Town Council meetings, we are requesting this approval prior to grant release. The Lisbon Police Department will be qualifying for roughly the following grant awards:

Speed Enforcement Grant - \$1,850

Distracted Driving Enforcement Grant - \$10,375

These monetary grant awards would be used to reimburse the Town of Lisbon for officer overtime used to enforce speed and distracted driving laws.

2. The annual Byrne/JAG grant opportunity has been released. The Federal Government decides on an annual basis how much each law enforcement agency will be awarded based on annual reported crime statistics. This year the Lisbon Police Department has the opportunity to apply for an award of \$2,992. If approved, this money would be used to purchase a new mobile radio for a cruiser and a portable radio.

Neither grant request will require any matching funds from the Town of Lisbon.

Thank you.

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 and Marijuana Moratorium repeal

October 30th - Town Council Second reading (hearing) of proposed land use changes/ enactment and the Marijuana Moratorium repeal.

November 20th - Changes to land uses and Marijuana Moratorium becomes effective. (21 days after enactment).



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

[illegible]

Public Garages and Storage Yards	NO	NO	NO	NO	NO	NO	NO	NO	NO	C	P	P	C
Public Facilities other than those permitted	NO	C	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Public Utility Building	NO	NO	C	NO	NO	NO	NO	NO	NO	P	P	P	P
Accessory Uses & Structures	P	P	P	P	P	P	P	P	P	P	P	P	P
Commercial/Business Uses	RP	LR	GR ²	RO-I	RO	RR	L	V	C	I	DD		
Child day care in home/eight or fewer children	NO	C	C	C	C	C	C	C	NO	NO	P		
Children's Day Care Facility	NO	NO	C	C	C	NO	C	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	P	P
Office Building greater than 2,500 sq. ft.	NO	NO	NO	NO	NO	NO	NO	P	P	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	ROII	RL	V	C	DD				
• Registered Caregivers-(Retail Stores)	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	ROII	RR	LR	V	C	I	DD		
• 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	P		
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	P	P	P	NO		
Warehouses	NO	NO	NO	NO	C	NO	NO	P	P	P	P		

Laboratory or research facility	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Laundry/dry cleaning	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Retail sales of lumber/building supplies	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Yards of electrical, heating, painting, or roofing contractor	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	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	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Light manufacturing	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Business Office related directly to an industrial use on Premises	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Retail sales of products manufactured on premises	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Accessory Uses & Structures	NO	NO	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P
Industrial Uses	RP	LR	GR	RO-I	RO-II	RR	RL	RR	RL	V	C	I	DD	DD	DD	DD	DD	DD	DD	DD
Junkyards	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Transmission facilities-radio, television, power, telephone	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Sawmills	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Truck Terminal	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Bottling & beverages	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Manufacturing, processing, assembly of products or Goods.	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	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	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Commercial & industrial uses and facilities not meeting criteria for permitted uses	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Temporary construction, excavation, fabrication or Processing	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Accessory Uses & Structures	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Signs	P	P	P/C	P	P	P	P	P	P	P	P	P	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 retail stores** – authorized to cultivate medical marijuana for qualifying patients, and operating a retail store to sell medical marijuana to 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 and cannabinoid profile.
- **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, marijuana products, immature marijuana plants and seedlings directly to consumers.
- **Cultivation facilities** – authorized to grow, prepare and package marijuana for sale to other marijuana businesses.
- **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.

AMENDMENT TO LISBON CODE OF ORDINANCES

Repeal of Emergency Moratorium Ordinance on Medical Marijuana Registered Caregiver Retail Stores, Registered Dispensaries, Marijuana Testing Facilities and Manufacturing Facilities (Adopted at Council Meeting of 9-4-2018, Council Vote 2018-180)

The Town Council hereby amends the Lisbon Code of Ordinances by repealing the Emergency Moratorium Ordinance on Medical Marijuana Registered Caregiver Retail Stores, Registered Dispensaries, Marijuana Testing Facilities and Manufacturing Facilities, which was adopted in Council Vote 2018-180 at the September 4, 2018 Council Meeting, effective November 20, 2018. It is the intent of the Council that this repeal amendment shall become effective at the same time as the amendment to the Land Use Chart, Lisbon Code of Ordinances Section 70-531, that addresses permitted locations for medical marijuana businesses, which in accordance with Section 2.08 of the Town Charter shall be effective 21 days after the Council's second reading on October 30, 2018.

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

2017/2018	1	2	3	4	5
Androscoggin County	641	726	915	1169	1397

New Maximums

Persons in Household

2018/2019	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 applicate 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.

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.

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.

[The remainder of this page is intentionally left blank]

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.

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.

[The remainder of this page is intentionally left blank]

ORDINANCE AUTHORIZING THE TOWN OF LISBON TO ISSUE UP TO \$675,000 IN BONDS TO FINANCE THE PURCHASE OF A FIRE ENGINE

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.

[The remainder of this page is intentionally left blank]

ARTICLE IV. - RECREATION ACTIVITIES ON PUBLIC WAYS^[3]

Footnotes:

--- (3) ---

Cross reference— Recreation and parks, ch. 30.

DIVISION 1. - GENERALLY ^[4]

Footnotes:

--- (4) ---

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

Sec. 50-261. - Purpose.

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

(C.M. of 11-14-2017, [V. 2017-281](#))

Sec. 50-262. - Definitions.

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

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

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

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

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

(C.M. of 11-14-2017, [V. 2017-281](#))

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

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

(C.M. of 11-14-2017, [V. 2017-281](#))

Sec. 50-264. - ATV access routes.

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

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

(14) (15) Cotton Road.

(15) (16) Pinewoods Road (from intersection of Cotton Road Southwesterly to the Pinewoods Road Recreational fields).

(C.M. of 11-14-2017, [V. 2017-281](#))

Sec. 50-265. - Signs.

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

(C.M. of 11-14-2017, [V. 2017-281](#))

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

Penalties for violation of this division shall be as follows:

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

(C.M. of 11-14-2017, [V. 2017-281](#))

Map To Be Repealed: ~~Sec. 50-267. — ATV Trail Map.~~^[5]

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

C:\Users\tlycette\AppData\Local\Packages\Microsoft.MicrosoftEdge_8wekyb3d8bbwe\TempState\images\50-267.png

(C.M. of 11-14-2017, [V. 2017-281](#))

Footnotes:

--- (5) ---

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

**TOWN OF LISBON
WARRANT
November 6, 2018**

Agenda Item 2018-234

Androscoggin County, ss.

State of Maine

TO: Marc Hagan, Constable of the Town of Lisbon: You are hereby required in the name of the State of Maine to notify the voters of the Town of Lisbon of the Annual Municipal & Bond Referendum Election.

TO THE VOTERS OF THE TOWN OF LISBON:

You are hereby notified that an Annual Municipal & Bond Referendum Election will be held by secret ballot for both Districts 1 and 2 at the Lisbon High School Gymnasium, 2 Sugg Drive, polling location located within the Town of Lisbon on Tuesday, November 6, 2018.

The Annual Municipal and Bond Referendum Election will be held in accordance with and include details set out in an Order adopted by the Lisbon Town Council on September 4, 2018 copies of which are on file with and may be reviewed at the office of the Lisbon Town Clerk.

THE FOLLOWING OFFICES WILL BE DETERMINED:

- Councilor – At Large – (Vote for One) 3 Year Term
- Councilor – District 1 – (Vote for One) 3 Year Term
- Councilor – District 2 – (Vote for One) 3 Year Term
- School Committee – (Vote for Two) 3 Year Term
- Water Commission – (Vote for One) 3 Year Term

BOND ORDER: BOND ORDINANCE – QUESTION 1

“SHALL A BOND ORDINANCE APPROVED BY THE TOWN COUNCIL 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 BE APPROVED AND RATIFIED?”

Town Council Recommends – YES

- YES
- NO

FINANCE DIRECTOR’S CERTIFICATE

Town of Lisbon

Financial Statement presented pursuant to 30-A MRSA 5772:

1. Total Town Indebtedness	
Bonds outstanding and unpaid:	\$ 22,193,430
Bonds authorized but unissued:	\$ 0
Bonds proposed under this referendum:	\$ 294,000
TOTAL if this question is approved:	\$ 22,487,430
2. Costs	
Term in years:	10 YEARS
Estimated interest rate:	4.19%
Net estimated interest cost:	\$ 71,846
Principal:	\$ 294,000
Total debt service costs:	\$ 365,846

3. Validity

The validity of the bonds and the voters' ratification of the bonds may not be affected by any errors in the estimate made pursuant to paragraph 2. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Lydia Colston, Finance Director
Town of Lisbon

Date

BOND ORDER: BOND ORDINANCE – QUESTION 2

“SHALL A BOND ORDINANCE APPROVED BY THE TOWN COUNCIL 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 BE APPROVED AND RATIFIED?”

Town Council Recommends – YES

- ☐ YES
- ☐ NO

FINANCE DIRECTOR'S CERTIFICATE

Town of Lisbon

Financial Statement presented pursuant to 30-A MRSA 5772:

1. Total Town Indebtedness

Bonds outstanding and unpaid:	\$22,193,430
Bonds authorized but unissued:	\$ 0
Bonds proposed under this referendum:	\$ 430,000
TOTAL if this question is approved:	\$22,623,430
2. Costs

Term in years:	10 YEARS
Estimated interest rate:	4.19%
Net estimated interest cost:	\$ 105,261
Principal:	\$ 430,000
Total debt service costs:	\$ 535,261
3. Validity

The validity of the bonds and the voters' ratification of the bonds may not be affected by any errors in the estimate made pursuant to paragraph 2. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Lydia Colston, Finance Director
Town of Lisbon

Date

BOND ORDER: BOND ORDINANCE – QUESTION 3

“SHALL A BOND ORDINANCE APPROVED BY THE TOWN COUNCIL 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 BE APPROVED AND RATIFIED?”

Town Council Recommends – YES

- ☐ YES
- ☐ NO

FINANCE DIRECTOR’S CERTIFICATE

Town of Lisbon

Financial Statement presented pursuant to 30-A MRSA 5772:

1. Total Town Indebtedness

Bonds outstanding and unpaid:	\$22,193,430
Bonds authorized but unissued:	\$ 0
Bonds proposed under this referendum:	\$ 675,000
TOTAL if this question is approved:	\$22,868,430
2. Costs

Term in years:	10 YEARS
Estimated interest rate:	4.19%
Net estimated interest cost:	\$ 165,235
Principal:	\$ 675,000
Total debt service costs:	\$ 840,235
3. Validity

The validity of the bonds and the voters’ ratification of the bonds may not be affected by any errors in the estimate made pursuant to paragraph 2. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Lydia Colston, Finance Director
Town of Lisbon

Date

REGISTRAR HOURS: October 29, 30, 31, and November 1, 2, and 5 during regular office hours at the Town Office and on Election Day, November 6, 2018 during the polling hours at the polling place.

CASTING OF ABSENTEE BALLOTS: You are hereby notified that the Town Clerk intends to process absentee ballots on Election Day, November 6, 2018 at 8:00 a.m., 10:00 a.m., 11:00 a.m., 12:00 p.m., 2:00 p.m., 4:00 p.m., 6:00 p.m., 7:00 p.m., and 8:00 p.m. in accordance with M.R.S.A. Title 21A Section 759 (7).

POLLING HOURS: The polls shall open at 7:00 a.m. and close at 8:00 p.m.

Given under our hands this 16th day of October A.D. 2018.

Allen Ward, Chairman

Chris Brunelle, Vice Chairman

Normand Albert

Kris Crawford

Kasie Kolbe

Fernand Larochelle, Jr.

Mark Lunt

A true Copy,

Attest: _____ (Clerk Signature & seal)
Municipal Clerk

Lisbon, Constable's
Return of Posting
State of Maine Androscoggin, ss.

I certify that I have notified the voters of the Town of Lisbon of the time and place of the Annual Municipal and Bond Referendum Election by posting an attested copy of the warrant as follows:

<u>DATE</u>	<u>TIME</u>	<u>LOCATIONS OF POSTINGS</u>
_____	_____	_____
_____	_____	<u>Lisbon Town Office & Lisbon Post Office, District 1</u>
_____	_____	<u>Lisbon Falls Post Office, District 2</u>

Being public and conspicuous places in said Town and being at least seven (7) days next prior to the date of the Annual Municipal and Bond Referendum Election.

Date: _____
Constable, Town of Lisbon, Maine

MEMORANDUM

TO: Diane Barnes, Town Manager

CC: Karin Paradis, Planning Board Chair
Don Fellows, Planning Board Vice Chair
Dennis Douglas, Code Enforcement Officer

From: Ben Smith, AICP, North Star Planning *BUS*

RE: Quarterly Planning Report, July-Sept 2018

Date: September 30, 2018

The following table was discussed with the Town Council in May 2018, as part of the decision making process around the budget.

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Comp Plan Update												
Implement Comp Plan												
Land Use Ordinance Project												
Waterfront Planning												
Beaver Park Planning												

Comprehensive Plan Update

The main focus of my time has been on the Comprehensive Plan. The plan summary was discussed with the Planning Board at the meeting on August 9. This summary will be the section of the planning document that includes a vision for the place residents want Lisbon to be 20-30 years from now and highlights the most important topics for the Town to address over the next few years.

Vision for Lisbon

Lisbon is the premier community for families in Androscoggin County. Lisbon's parks and recreational services, access to the Androscoggin River and waterfront amenities and quality schools, along with the variety of businesses, services and activities in the village areas make Lisbon a great place to grow up, raise a family or retire to. This focus on quality of place, combined with a location in the middle of three major job markets, make Lisbon a great choice for a hometown. It is a fun and energetic place, a healthy and active place. Key to this growth and energy is that Lisbon offers a range of housing options to accommodate a range of housing needs.

Lisbon is a proud town that ensures its public spaces and public assets like roads, parks and public buildings are maintained and improved over time. Lisbon Falls and Lisbon Village retain their unique roles as activity centers for the region and town respectively. These areas are where you meet friends and neighbors throughout the day and offer a range of local experiences and services that make the town great.

The three Spotlight Topics described in the summary should guide policy makers and town staff toward that vision of Lisbon.

Spotlight Topic #1 – Focus on the Basics: Schools, Roads, Infrastructure

If Lisbon is to be the premier community for families in Androscoggin County, it needs to do the basics well. For a growing residential community, this means making sure the community is investing in its schools and maintaining the investments made by prior generations in roads, sewer and water infrastructure.

Spotlight Topic #2 – Boost the Value of Parks and Public Spaces

Lisbon has an incredible network of park and open space assets, highlighted by Beaver Park and the Androscoggin River Trail. These features were cited over and over again as special to Lisbon residents and clearly add a lot of value to Lisbon's quality of place. These assets must be capitalized on and complemented with additional river access and more public space in the growth areas of Lisbon Falls and Lisbon Village.

Spotlight Topic #3 – Best Face Forward: Raising the Bar for Community and Private Investment

This spotlight is about showing the pride in Lisbon that people feel when they interact with town staff and volunteers. It is about expecting more from commercial property owners when it comes to the aesthetics and value of new construction and property maintenance in Lisbon. This also goes for public property, too. Municipal

and school buildings need maintenance, street trees, benches and sidewalks are in need to maintenance and replacement. Flower beds at intersections and around signs are overgrown. Spending some time, allocating some resources or finding more volunteers to help take care of these types of things has an outsized payoff.

Planning Board Lisbon Development Committee (LDC)

I attended the Planning Board meetings on 7/12, 8/9, and 9/27, and the LDC meetings on 8/9 and 9/27.

Though Code Officer Dennis Douglas handles the day to day of applicant interaction and development review for the Board, I review materials and provide comments on applications for the Board to consider in their review. This is particularly true in the areas of consistency with the goals of adopted plans, access management and site and building design, especially in the areas of landscaping and parking.

The LDC has been busy this quarter coordinating with Diane Barnes and Tracey Steuber on planning for a CDBG project in Lisbon Village and with plans for the Graziano Plaza site now owned by the town.

Level of Effort & Looking Ahead

In future reports, total hours will be provided for both the applicable quarter and the fiscal year to date.

	July	August	September
Hours	15.75	16.25	10.5
Total Hours to Date	42.5		
Estimated Total Hours Contracted	250		
% hours used	17%		

The total number of hours spent in support of Lisbon planning efforts tracked low for the first quarter of the fiscal year. I fully expect to spend more of my time in the coming months focused on Lisbon, getting the Comprehensive Plan Update finalized and through the official adoption process and started on implementation work. As a result, the percentage of hours used will likely be in the 40-50% range by the end of the calendar year.

North Star Planning is currently looking to add a part-time planner which will help make sure that we can meet timelines and address goals discussed in May.

MEMO

TO: DIANE BARNES, TOWN MANAGER
FROM: KATHY MALLOY, ASSESSOR
DATE: OCTOBER 10, 2018
RE: MONTHLY REPORT FOR SEPTEMBER

- Business Equipment Tax Reimbursement BETR- this is a reimbursement program for eligible personal property taxes paid in 2017- (15) applications have been processed as of October 1st.
- Amy Weir joined the assessing department as a 20 hour a week assessing clerk, and has been busy completing some long overdue projects. Her first project was a 17 page report of accounts with no photo. Most of these accounts had photos but they did not transfer into Trio. Thanks to Amy we now only have a handful of accounts without a photo. She is currently working to verify the coding on certain classifications of property. Once this is complete she will start work on an inventory and reorganization of our maps.
- Work has started on the annual Municipal Valuation Return for Maine Revenue Services. This is a comprehensive 10 page report and must be filed by November 1.

Code Enforcement

Dennis J. Douglass

Code Enforcement Officer, Building Inspector, Licensed Plumbing
Inspector, Local Health Officer

Monthly Report for September 2018

Building permits issued - 9

- 1 Commercial Remodel
- 1 Residential Remodel
- 1 Mobile home
- 1 Garage
- 1 new single family residential home
- 2 Storage sheds
- 2 Misc.

Electrical permits issued - 14

- 2 Remodel
- 1 New home service
- 3 Commercial
- 1 Mobile home
- 2 Upgrade service
- 3 Generator systems
- 2 Misc.

Plumbing permits issued - 5

- 1 Replacement HHE200
- 2 Mobile home hook-ups
- 1 Internal plumbing connection
- 1 New HHE200

Misc. permits issued - 5

- 1 Demolition debris
- 4 Roof shingles

Planning Board -

Case 18-11 – Tier 2 Site Plan Review – Kieran Transport, LLC

- Approved a new trucking transport operation to be located at 725 Lisbon Road, Lisbon Falls.

CDBG Village Streetscape Project approval

Marijuana discussions – Ordinance work

Appeals Board - No cases to report.

Health Officer –

- Living condition inspections
- Landlord/Tenant issues
- Fire damaged building inspection



TOWN OF LISBON

Economic & Community Development

300 Lisbon Street
Lisbon, ME 04250
(207) 353-3000, ext. 122
(207) 353-3007, fax

Economic & Community Development September Report

TO: Diane Barnes, Town Manager
FROM: Tracey Steuber, Economic & Community Development Director
DATE: October 9, 2018
RE: Monthly Department Report

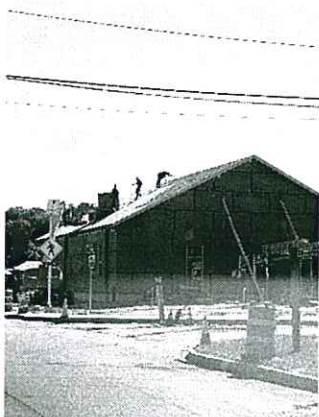
The month of September has proved to be a very busy active month with projects under construction as well as finishing construction. Lisbon continues to grow and is on the map as a place to go. I have only just hit on a few updates with projects to give you an example that development continues in the Town of Lisbon and this has not gone unnoticed around the state as others are recognizing our accomplishments as well.

Community Development Block Grant:



Facade Grant Projects: The project at MT Pools was completed during this month under the grant program. The owners were so pleased with the face-lift they kept the contractor, Derick Bichrest on for additional work. Other projects under way is the Old Yellow School House on Rt. 196. They are currently doing a roof replacement under the grant. The other project under construction is 14 Main Street. You will be seeing new windows, doors and some carpentry work.

Downtown Revitalization Falls Streetscape Project: The new sidewalk project for the falls is just about completed. All the contractor needs to do now is the punch-list. The new pedestrian crosswalk and signals are all up and running.



The new Rusty's Lantern project is showing great progress and is looking to open around the first of December.

Downtown Revitalization Lisbon Village Streetscape Project:

The ECD Department is continues to work on the Village Streetscape Project.

Moxie Festival 2019: The Moxie Festival is under transition from the Economic Development Department to the Lisbon Parks & Recreation Department.

The committee held its first meeting and choose a 2019 theme: "Moxie Goes Artsy." The theme decision was based on a recommendation made by the committee and approved by unanimous decision.

One of the catalysts for the theme was the success of artist Marcea Crawford's Moxie murals, installed on the Lisbon Community Library during the 2018 festival. Crawford also coordinated the first-ever Moxie Art Walk. Please stay tuned and there with be more updates forthcoming.

To: Diane Barnes and the Town Council

From: Lydia Colston, CPA

Re: September 2018 Financials

I have compiled the September 2018 General Fund financial information for review.

Revenues are where they should be for this time of year.

There is nothing unusual with the expenditures to date.

Town of Lisbon
Schedule of Revenues- General Fund with Sewer Department
For the Period ended September 30, 2018
For management use only

	<u>Final Budget</u>	<u>September Actual Amount</u>	<u>YTD Actual Amount</u>	<u>Collected (Uncollected) Balance-YTD</u>	<u>Percent of Budget Collected</u>
Taxes:					
Property Taxes	\$ 13,034,199	-	13,022,143	(12,056)	99.91%
Supplemental Tax	-	6,247	18,323	18,323	#DIV/0!
Revenue in Lieu of Taxes	-	-	-	-	
Excise Taxes	1,579,000	114,915	404,498	(1,174,502)	25.62%
Registration Fees	27,000	2,009	7,530	(19,470)	27.89%
Interest and Cost on Taxes	28,000	1,304	4,362	(23,638)	15.58%
Licenses and Permits:					
Business permits and fees	5,000	488	1,830	(3,170)	36.60%
All other construction fees	18,400	1,443	4,944	(13,456)	26.87%
Town Clerk	20,300	1,073	3,785	(16,515)	18.64%
				-	
Intergovernmental:					
State Revenue Sharing	633,000	46,880	101,983	(531,017)	16.11%
General Assistance	17,500	-	-	(17,500)	0.00%
Tree Growth reimbursement	15,000	-	-	(15,000)	0.00%
BETE reimbursement	409,760	-	-	(409,760)	0.00%
Homestead reimbursement	724,370	519,825	519,825	(204,545)	71.76%
Urban rural incentive program	97,770	-	-	(97,770)	0.00%
Veteran reimbursement	10,000	-	-	(10,000)	0.00%
Miscellaneous State aid	15,792	-	-	(15,792)	0.00%
Sewer Department	1,216,960	131,646	298,219	(918,741)	24.51%
Sabattus Code Revenue	22,500	-	5,625	(16,875)	25.00%
Charges for Services:					
Police and Dispatch	124,533	231	24,759	(99,774)	19.88%
Fire Dept	-	-	5	5	0.00%
Public Services	326,098	39,907	124,025	(202,073)	38.03%
				-	
Investment Income	23,000	3,084	9,267	(13,733)	40.29%
				-	
Other revenues:					
TIF				-	#DIV/0!
Recycling	102,000	14,956	41,157	(60,843)	40.35%
Reimbursements	50,409	1,579	3,159	(47,250)	6.27%
Miscellaneous	400	151	(532)	(932)	-133.00%
Total Revenues	<u>\$ 18,500,991</u>	<u>\$ 885,739</u>	<u>\$ 14,594,907</u>	<u>\$ (3,906,084)</u>	

For Management Use Only

Town of Lisbon
Schedule of Departmental Operations- General Fund
For the Period ended September 30, 2018
For management use only

	Final Budget	September Actual	YTD Actual	Budget Variance Remaining (Overexpended)	Percent of Budget Spent
General Government:					
Elected Officials	21,851	1,480	5,204	16,647	23.82%
Town Manager	230,065	19,473	62,824	167,241	27.31%
Contingency / Grant match	-	-	-	-	#DIV/0!
Insurance	130,708	1,035	29,029	101,679	22.21%
Legal	40,000	5,273	5,292	34,708	13.23%
Technology	216,021	22,477	81,583	134,438	37.77%
Town Building	193,281	4,328	23,556	169,725	12.19%
Assessing	124,538	8,678	26,186	98,352	21.03%
Board of Appeals	1,703	62	214	1,489	12.57%
Planning Board	32,131	2,053	4,768	27,363	14.84%
Code Enforcement	120,940	9,128	30,902	90,038	25.55%
Finance	167,009	10,933	38,118	128,891	22.82%
Tax Collector	198,711	14,937	49,185	149,526	24.75%
Town Clerk/Elections	139,791	8,498	28,782	111,009	20.59%
Economic Development	105,197	15,499	31,475	73,722	29.92%
Total General Government	1,721,946	123,854	417,118	1,304,828	
Public Safety					
Police	1,696,128	126,232	399,940	1,296,188	23.58%
Animal Control	94,065	6,882	33,272	60,793	35.37%
Communications	345,246	31,275	96,832	248,414	28.05%
Fire	466,258	17,438	87,240	379,018	18.71%
Emergency	1,738	128	454	1,284	26.14%
Lisbon Emergency	127,885	-	31,971	95,914	25.00%

For Management Use Only

Total Public Safety	<u>2,731,320</u>	<u>181,955</u>	<u>649,709</u>	<u>2,081,611</u>	
Public Works:					
Public Works	1,515,815	66,133	225,188	1,290,627	14.86%
Winter Public Works	286,946	-	955	285,991	0.33%
Solid Waste	497,885	36,433	101,313	396,572	20.35%
Hydrant Rental	406,000	20,067	101,500	304,500	25.00%
Street & Traffic Lights	115,500	6,644	15,716	99,784	13.61%
Total Public Works	<u>2,822,146</u>	<u>129,277</u>	<u>444,671</u>	<u>2,377,475</u>	
Public Services:					
Parks & Recreation	641,484	45,433	235,476	406,008	36.71%
Lisbon Falls Library	300,362	22,034	73,094	227,268	24.34%
Health Officer	6,480	433	1,538	4,942	23.73%
Community Service	40,000	-	10,000	30,000	25.00%
Miscellaneous	13,000	-	-	13,000	0.00%
Total Public Services	<u>1,001,326</u>	<u>67,900</u>	<u>320,108</u>	<u>681,218</u>	
General Assistance	<u>37,230</u>	<u>1,262</u>	<u>6,242</u>	<u>30,988</u>	<u>16.77%</u>
Intergovernmental- County Tax	<u>699,623</u>	<u>-</u>	<u>699,623</u>	<u>0</u>	<u>100.00%</u>
Miscellaneous:					
Tax Increment Financing payments	-	-	-	-	#DIV/0!
Abatements	10,000	6,950	8,783	1,217	87.83%
Bad Debts	-	-	-	-	0.00%
Total Miscellaneous	<u>10,000</u>	<u>6,950</u>	<u>8,783</u>	<u>1,217</u>	
Debt Service - Town:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
Capital Outlay: Town	<u>534,917</u>	<u>192,540</u>	<u>221,253</u>	<u>313,664</u>	<u>41.36%</u>
Sewer Department	<u>1,129,216</u>	<u>56,858</u>	<u>167,044</u>	<u>962,172</u>	<u>14.79%</u>

For Management Use Only

Total Expenditures	<u>\$ 10,687,724</u>	<u>\$ 760,597</u>	<u>\$ 2,934,551</u>	<u>\$ 7,753,173</u>	27.46%
--------------------	----------------------	-------------------	---------------------	---------------------	--------



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



To: Town Council

In the month of September the Fire Department had 32 calls for service (includes inspections and various investigations, such as unpermitted burns). 2 of which were mutual aid calls. The Department responded to 11 First Responder (Medical) calls. I foresee the First Responder calls going up in the future. As the total number of medical calls increase in our community, Lisbon Emergency is getting stretched thin and cannot handle them all. We also responded to 2 calls to assist Lisbon Emergency, with either lifting or as a driver.

During the month of May we responded to a structure fire in the Town of Lisbon located on Spring St. The building is a multi-unit apartment. The fire was quickly contained by the crews and the fire damage was limited to the original apartment. The tenants in the other units were able to return later that day once power was restored.

The training for the month of September was 1 rural water supply operations. This was a joint training with Sabattus and Wales Fire Departments.

Here is a break down on the calls that the Fire Department responded to over the course of the month of May.

Incident Type	Occurrences
Building Fire	1
Medical Assist, assist EMS crew	2
EMS Call, excluding vehicle accident with injury	2
Motor vehicle accident with no injuries	2
Power line down	1
Cable line down	1
Public service	1
Unauthorized burning	2
Cover assignment, standby, moveup	2
Good intent call, other	2
EMS call, party transported by non-fire agency	9
Smoke detector activation due to malfunction	3
CO detector activation due to malfunction	1
Smoke detector activation, no fire – unintentional	2
Alarm system activation, no fire – unintentional	1
Total	32

Upcoming in October:



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



In October is National Fire Prevention Week. During the month crews will be out presenting Fire Prevention programs in the Schools. We will also be doing our annual "open house" which is hosted by Aubuchon's Hardware. This will be on October 27th from 10-2.

Respectfully submitted

Nathan LeClair

Fire Chief

LIBRARY DEPARTMENT

TOWN COUNCIL /TOWN MANAGER MONTHLY REPORT

September 2018

CIRCULATION STATISTICS:

Adult Bks	1,411	Adult DVD's	309
Juv.Bks.	906	Juv. DVD's	193
Audio Bks.	107	Periodicals	193
ILL in	197	ILL Out	229
E-Readers Users	65	E-Reader Downloads	65
E-Audio Downloads	62	Gear/Kits	7
Steam Lab Science	5	Juv. Audio Books	16
Legos Club	15	Patron Use Computers	449
Priv.School Visits	17	Thurs.3:30 PM Storytime	12
Adult Room Count	1,587	Children Rom. Count	829
Sat. AM Storytime	21	Stop Motion Program	6
New Patrons	36	Playhouse Use	12
Crafts w/Claudia	14		

Library Closed Labor Day

The Library transitioned to our fall programs and work schedule in September. Our statistics continue to show an increase in the use and popularity of the Inter Library Loan Service. Our patrons requested and received 197 items last month. Patron computers also saw an increase in use.

Our Children's Services staff got our Friday after-school programs going in September. The children are happy to be back to take part in crafts, Lego building, science projects and our new "Animation/Stop Motion Video" Club.

The staff and I began to prepare for the upcoming carpet replacement and heating upgrade projects. Public Works picked up and delivered the first batch of boxes. The staff worked on labeling the boxes to ensure the accuracy of the re-shelving at the end of this project in October. I worked with Dennis Douglass and Tom Martin to coordinate their departments' assistance with this big project. As of 10/5/18, we are all set to move forward. I will keep the Town Manager and Town Council informed.

Respectfully submitted,

Diane I. Nadeau

Library Director

TOWN OF LISBON



Mark Stevens
Lisbon Parks & Recreation Director
18 School Street
Lisbon Falls, ME 04250
(207) 353-2289
mstevens@lisbonme.org

TO: Diane Barnes; Town Manager
SUBJECT: September Report
DATE: October 11, 2018

School is back in session. For the Lisbon Parks and Recreation Department this means that we are entering one of our busiest times of year.

Our Before and After School program started on August 29th. We continue to grow each year! We are seeing more kindergarten-second graders attending our after school program now. Our goal is to maintain a 1-10 ratio however, 1-15 is acceptable. We have been averaging 60-65 kids on a daily basis. This is up from 40-45 kids 2 years ago

Our fall sports teams began practicing mid-August and games started the first week of September.

Fall 2017	Fall 2018
Soccer ~ 179 participants	Soccer ~ 208 participants
Football ~ 118 participants	Football ~ 107 participants
Cheering ~ 13 participants	Cheering ~ 14 participants
Field Hockey ~ 16 participants	Field Hockey ~ 31 participants
After School ~ 103 participants	After School ~ 94 Participants
Before School ~ 32 participants	Before School ~ 46 participants

Our Coed softball league wrapped up in August with the League Championships held at Pinewoods Ball Fields. Our women's fall fast pitch league is the only Maine all women fast pitch league in the State and they started in September.

PARKS/TRAILS: Brunswick Boy Scout chapter held their annual overnight camping experience at Beaver Park in September. 20 boys used several camp sites Saturday into Sunday. They walked the trails and helped with some clean up while they were in the park.

Beaver Park is used by the public 7 days a week. Soccer everyday during the week and men's two hand touch football on Sundays. Lisbon Falls Christian Academy uses the fields for their home soccer games.

Wesley Walton and Joe Bisson built much needed bridges in the Park. Summer Street Park also was pruned and cleaned up in September.

The Lisbon High Cross Country team has been practicing and competing at Beaver Park in September.

The Lisbon Community Gardens volunteers have been doing an amazing amount of work this summer. The crops are being harvested in September. Last report is that they collected 900 hundred lbs. of vegetables and most were donated to LACO food bank. These volunteers work hard to make the Lisbon Community Gardens a growing asset of our town. The new waterline will be installed on October 12, 2018

Our Senior Program Coordinator Aline Strout took a large group of seniors to the Grand Canyon for 10 days in September. The also visited Bryce and Zion Canyon National Parks. A life changing trip for those who went. The trip to Cuba is scheduled for October 24th..



Lisbon Police Department

A Community Policing Agency

300 Lisbon St.
Lisbon, ME 04250

Marc R. Hagan
Chief of Police

October Report to Council Police Department

In the month of September, the Lisbon Police Department received or responded to one thousand and forty two (1,042) calls for service. The calls for service ranged from arrests and traffic related summonses to checking on closed businesses, and animal control requests. Lisbon officers arrested or issued criminal/civil summonses to thirty-two (32) persons, investigated twelve (12) reportable motor vehicle crashes, conducted forty-eight (66) investigations, and stopped two hundred and sixteen (216) traffic stops.

September ushered in a new school year and a new partnership between the police and school departments. On any given day a Patrol Officer, Detective, or the Police Chief is making a visit into the Lisbon Community School to complete paperwork, have lunch with the students, or simply take 10 or 15 minutes to walk through the school. The reason for these visits is to increase our presence, at varying times throughout the school day, in hopes of preventing or isolating any possible school violence incident. In addition, this program addresses a stated goal for the agency of increasing our face-to-face contact and building relationships in the community. This program also allows School Resource Officer Bernard to focus additional time in the other schools.

In September, Chief Hagan became a Board Member for the New England Chiefs of Police Association when he was sworn in as the "Sergeant at Arms". The New England Chiefs of Police was founded in 1926 and promotes the exchange of information, training, and networking among all law enforcement professionals throughout New England. The partnership with the NECOP will also offer greater access to professional development opportunities, at discounted rates, for members of this agency throughout New England.

September also saw the expansion of the Lisbon Animal Control Officer duties, and the planned reduction in the Lisbon Communications Officer duties. Effective January of 2019 the Lisbon Police Department will no longer dispatch for the Durham Fire Department as they have chosen to return to the Androscoggin Sheriff's Office for their dispatch duties at the end of the current contract. The Town of Durham has however entered into a new contract with the Town of Lisbon for Animal Control Officer duties, which has already taken effect.

Thank you.

Marc Hagan
Chief of Police

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER
FROM: TOM MARTIN
SUBJECT: SEPTEMBER 2018 MONTHLY REPORT
DATE: OCTOBER 8TH, 2018

Public Works – September was a very busy month. We worked the bulk of the month on ditching, patching and culvert replacements. We graded all the gravel roads and treated them with liquid calcium to inhibit dust. We had several trees that had to be addressed after being taken down during a few wind storms. The sweeper was repaired, so we swept Higgins, Wing and Anthony streets. Forklift refresher training was completed. We began our Shoulder Rehabilitation program on the Streets that were under the Road Bond Program. An excavator was rented to do some bigger projects.

- The Route 196 Mill and Fill project is complete.
- Mill Street Bridge Replacement is a few weeks behind schedule due to utility issues but progressing well.
- RFP's for Cracksealing, Winter Sand and a ¾ ton Pickup were received and awarded.
- The lighting system was accepted by the Town. Currently waiting for the developer to separate the power and turn over to the Town.
- Two projects involving Traffic Signals at Rt 196 and Main St. and Pedestrian crossing improvements at Rt 196 and Webster/Village Streets were approved and completed.
- Fuel tanks were inspected by Simard and Son. Repairs are scheduled to be done by May of 2019 to give us another 10 year extension to our Underground Tank Permit.

Transfer Station - Below is a summary of the items shipped during the past month. A significant increase in single stream costs was received. The overall impact to the budget should be able to be absorbed in existing funding.

<u>Item</u>	<u>Tonnage</u>
Single Stream	5.18
Trash	240.99
Bulky Waste	42.74
Wood	34.99
Brush	25.64
Waste Gas	55 gallons
Freon	35 units
Compost	6.11

MEMORANDUM FROM THE SEWER SUPERINTENDENT

TO: DIANE BARNES, TOWN MANAGER
FROM: STEVE AIEVOLI
SUBJECT: SEPTEMBER 2018 MONTHLY REPORT
DATE: OCTOBER 9, 2018

Below is a summary of the activities beyond the typical sewer system and treatment plant maintenance completed this month.

- Sewer replacement started on Park Street.
- Emergency lighting installed on the new truck
- Cleaned catch basins
- Replaced mechanical seal on pump #2 at the Davis Street pump station
- Greased and serviced the Centrifuge
- Installed posts for the new treatment plant entrance gate.
- Mike Piela worked with PW and Solid Waste on several occasions throughout the month

Please contact me if you have any questions.

OCTOBER 2018

TOWN CLERK AND ELECTION MONTHLY REPORT

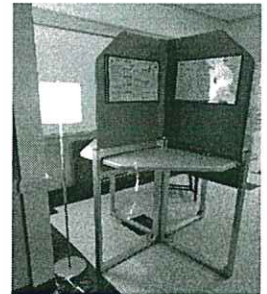
TWILA LYCETTE, CCM/CMC/MMC

Our office has been extremely busy with voter registration and issuing absentee ballots. Along with getting ready for Election Day, I received the 2019 Dog Licenses so they are now available. We are in the process of setting up our Rabies Clinic in December. This is typically done by appointment only so residents will need to call 784-5421 today to get your appointment. You must bring your current rabies certificate with you. Dogs must be on a leash and cats crated.

The Council Meeting Minutes are waiting to be transcribed and those approved were posted online. Planning Board meeting minutes were transcribed, approved, and posted online. Monthly reports to Animal Welfare and Vital Records were completed and monies were forwarded to Augusta.

DS200 tabulator information was sent out for programming. The memory sticks have been received. Testing has been scheduled. The Lisbon High School gym was reserved for the November Election. Voter registration cards from the Bureau of Motor Vehicle office were accepted, put into the Central Voter Registration System, scanned, and filed. Previous towns where registered out of state were notified so that voters can be removed from those voting lists. June ballots were transferred into cardboard boxes so that the metal transfer cases can be used for this November's ballots. Election supplies were ordered and have been received. Absentee applications and Election notebooks were prepared. Local nomination papers were certified, candidates received their certification certificated, machines were programmed, and ballots were printed and received. Once ballots were delivered, the absentee ballots were mailed to those requesting one, including our military voter's and those out of the country.

You may sign up online to receive your ballot by mail through our Election page at www.lisbonme.org. We have received close to 100 requests through this system. You may vote by absentee ballot or request your absentee ballot at the Town Office until 4:30 PM on November 1, then it is done for special circumstances only. Sample state and local ballots were posted here at the town office, each post office, and online so you can read them ahead of time if you like. There is lots of information online already about our local referendum questions. Don't forget, ***you can still register to vote on Election Day this November and then vote!***



Heavy-duty binders will be ordered from Municipal Code Corporation to keep the Council's records in so Council records will be transferred into the binders for permanent storage. All pending ordinances and changes as of October 16 were sent off to Municipal Code Corporation for codification. Pending codification all ordinances are posted online. The next Supplement is scheduled to be done in January 2019 and should be incorporated into the current code book within 8-10 weeks.

The Town Clerk attended the Secretary of State's/MMA Election Workshop and Voter Registration Class. Election training classes have been scheduled for October 20 for our Wardens and Election Clerks. Feel free to sign up to be an Election Clerk at the Town Clerk's office; we can use volunteers!

Enjoy the fall foliage.