



TOWN COUNCIL MEETING MINUTES FEBRUARY 16, 2016

Christopher Brunelle, At Large 2016
Eric Metivier, District 1 2016
Roger Bickford, District 2, 2016
Dale Crafts, At Large 2017
Normand Albert, At Large 2018
Kasie Kolbe, District 1 2018
Allen Ward, District 2 2018

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

ROLL CALL. Members present were Councilors Bickford, Brunelle, Crafts, Albert, Kolbe, and Ward. Councilor Metivier was excused. Also present were Diane Barnes, Town Manager; Ed Karass, Finance Director; David Brooks, Police Chief; Dan Michel, Lieutenant; Miriam Morgan-Alexander, Appeals/Assessment Review Boards; Karen Paradis, Chairman of the Planning Board; Donald Fellows, Planning Board Member; Scott Hall, Planning Board Member; and approximately twenty citizens in the audience.

GOOD NEWS AND RECOGNITION

Councilor Ward highlighted the event that started at 5:30 a.m. at the Lisbon High School for the School Spirit Challenge. He said last Friday there was lots of excitement and live video streaming for two hours being shown on television and over the internet between Lisbon and the competition, the Gray/New Gloucester school district. Traci Austin did a fantastic job collecting food and donations to strike out hunger; it should be wrapped up by the end of next week.

Ross Cunningham thanked Lisbon D.A.R.E. group and the Federal Credit Union for sponsoring Positive Change Lisbon's MTM Father/Daughter Valentine's Day Dance last Saturday night. It was another fantastic event with lots of participation. Councilor Albert said he attended and they did a great job. Everyone had a great time.

PUBLIC HEARINGS

A. PAWNSHOP LICENSE – DOUBLE DIAMOND PAWN

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

B. SPECIAL ENTERTAINMENT PERMIT – RAILROAD RESTAURANT & PUB

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

C. CONSOLIDATING VOTING LOCATIONS & VOTING DISTRICTS FOR ALL STATE ELECTIONS

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

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

Donald Fellows mentioned a letter the Code Enforcement Officer wrote about a request on Route 9 for a permit to allow auto sales. He explained in 2011, the Comprehensive Plan was amended and at that time they had heard from lots of people and the majority of the people who spoke at that time spoke against commercial activity on Route 9. At that point, the Planning Board approved an amendment to the Comprehensive Plan and sent it to the Council.

That amendment went to the Council for a first reading in March of 2011 when Mark Lunt was Chairman and passed. Mr. Eldridge, the Town Manager then, presented some of the information to the Council and said the following:

Mr. Eldridge said these changes include zoning changes in some areas along Route 9. The Comprehensive Plan wanted Route 9 to become a commercial area with the new turnpike exit in Sabattus. Many residents on Route 9 did not want to see that happen so changes were made to accommodate limiting the development and retaining a more residential and rural look, which would protect some of our agricultural land. We have a few development parks along Route 196 and that's where they want to focus our development versus Route 9.

Mr. Fellows pointed out this was not quite totally accurate on how that happened, however, in 2011 on April 19 the Council entertained it as a second reading. The first amendment to that second reading was the area that concerned Route 9 and probably the most accurate statement in here. It said the 2007 Plan as adopted included two commercial nodes or areas on Route 9. Those were located at the Lisbon Sabattus Town Line and the other one at the intersection of Upland Road and Route 9. He said the feeling was at that time at least that there would not be commercial development, but all along the Comprehensive Plan has emphasized that there may be pressure for commercial development along Route 9. He said it is not saying that there would never be any, that's why those two nodes were put there and were eliminated on the current thinking that there wouldn't be any development; however, the plan still does make the point that commercial development however its developed should avoid sprawl and in that case that is the consideration that the Planning Board feels should be addressed if there are any changes for reconsideration on Route 9 and it should not be an instantaneous thing but well thought through. He said back in 2012 there was considerable controversy over what went on on Route 9 and there was an adoption of expanded home occupations for that area. He advised this topic should require considerable time thinking about it rather than just put it as part of the action we are going to do in the next two months.

Karen Paradis, chairman for the Planning Board, said based on the information Mr. Fellows just presented and based on our current Comprehensive Plan the Route 9 District is to be considered Residential and as much as we want to feel for any property owner along Route 9 and their ability to perhaps develop their property, the Planning Board does feel that it is a complicated issue. The Planning Board has a full schedule. She said changing the zone along Route 9 would involve changing the Comprehensive Plan, holding Planning Board public hearings, in addition to Council approval and Council public hearings, and then state approval. This is not something that should be considered for a quick resolution for one or two property owners since it involves such a large district or portion of the town.

James Carville explained the difference between indoor and outdoor flea markets and handed the Council a comparison chart of fees being charged or no fees being charged in other Maine communities. He said the indoor flea markets like Brunswick are three times larger than any of Lisbon's and operates 12 months a year, while outdoor flea markets only operate for about half of that time. He suggested the Council reduce the fee for outdoor flea markets to \$100.00. He pointed out that Mechanic Falls has another large indoor flea market but they do not charge any fees. He suggested the Council consider two categories. He said this fee should be reduce to \$100 or be no fee at all like most of Maine.

Rick Mason said he has lived in Lisbon for 58 years. When he was a young boy there were hardly any cars on the road; the trees hung over the road and it was a nice country lane, but that was 50 years ago. We have had major changes to Route 9 in the past few years, the trees have been cut back, now the road is wide open, and cars fly pass his house. He suggested Route 9 homeowners be allowed to do some commercial activity on Route 9 now. He said he would like to open a used car lot to supplement his income. He pointed out that this needs to be looked at again; this road appears to be much different now.

Fern Larochelle said as a citizen he would like to recommend the idea of the Council approving the one-time retirement incentive's health insurance benefit; it's a good idea and by doing so it opens up the opportunity to reinstate a patrol officer position, which would be great. Lisbon could allocate these savings to get more policing on the street. It does seem like a great opportunity for the town.

CONSENT AGENDA

VOTE (2016-29) Councilor Ward, seconded by Councilor Kolbe moved to approve the minutes of January 19, 2016, February 2, 2016, a pawnshop license for Daniel Miller d/b/a Double Diamond Pawn, and a Liquor License and Special Entertainment Permit for the Railroad Restaurant & Pub. **Order passed – Vote 6-0.**

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

POSITIVE CHANGE LISBON REQUEST

INTRODUCTION: Ross Cunningham, current Secretary for Positive Change Lisbon (PCL) asked the Council to consider allowing alcohol sales at the Moxie Festival Concerts and at other events at MTM or Beaver Park. He indicated over 2,000 attended the Moxie Concert and he would like to continue to grow that. He said he was confident this would attract a lot more visitors to Lisbon's events if it were to allow Beer Gardens in controlled public spaces. Today, this is a common event in quite a few communities in Maine. He said the current ordinance does not allow it. He said they would do their best to do everything by the book. He said he would like to begin those discussions which could open up other opportunities, like hosting weddings at Beaver Park and so on. Weddings would be tough to do without alcohol. He suggested the ordinance be revised to allow non-profits or other individuals to pick up a permit to hold these one-time types of events with controlled environments and suggested it include outlining the policy or what not. He said he would like to see something like this happen this summer.

COUNCILOR COMMENTS: Councilor Bickford said he had been to some of these events and that individuals are not allowed to carry it all over the place. Mr. Cunningham explained there would be a consumption area where individuals would have to stay and enjoy the beverage from there. Councilor Albert said there are great examples to follow, like Portland which allows Beer Gardens at their concerts in monument square. It's a well-controlled environment and they could offer us some tips. Mr. Cunningham said Augusta is doing the same thing this year as well.

APPLICATION TO CHANGE THE PHYSICAL LOCATION OF A VOTING PLACE

INTRODUCTION: Mrs. Lycette said Julie Flynn at the Secretary of State's office mentioned to her that Lisbon would need to make its decision by March 16th if it wanted to consolidate for this June's Primary Election. She said Lisbon would need to satisfy the public hearing requirement, which is being held tonight. Mrs. Flynn asked if we were planning to consolidate to one (1) voting place, but leave the two (2) voting wards, separated in the same building. Mrs. Lycette said she thought that was the only option; however Mrs. Flynn explained Lisbon could consolidate its two (2) voting wards too for state elections since the state ballots today are essentially the same. In years past they were not, but today Lisbon has one House Representative and one Senator that represents all of Lisbon. This means, Lisbon will report only one total at the end of the night making it more efficient and faster to tally state ballots. Mrs. Lycette suggesting the Council considers consolidating Polling Locations and consolidating Voting Wards for state elections only. The Central Voting System that contains the voting list will remain the same with two voting wards representing local District 1 and District 2 for local elections so we can elect Councilors at large and in Districts 1 and 2. For the Secretary of State's office in Augusta, this means less work prior to the Primary Election, as well.

The Secretary of State's office needs to know as soon as possible because they are trying to determine how many new Accessible Voter Units to deploy. Once we file our application and polling place survey, Mrs. Flynn indicated her office will work with us to develop a polling place plan for setting up that is acceptable to them. Mrs. Lycette said this looks like a win-win situation. We can potentially save money and time election night. The motion if you approve would be to consolidate Voting Places and Voting Districts for all state elections.

COUNCILOR COMMENTS: Councilor Albert said he understood consolidating the polling locations, but this is the first time it has been mentioned to consolidate wards. He asked for clarification. Mrs. Lycette explained how a

voter gets the correct local ballot. Councilor Ward pointed out this would eliminate the confusion at the polling place about which line to be in. Councilor Ward asked if this meant a reduction in equipment. Mrs. Lycette replied Lisbon would be deployed only one accessible voting unit if this consolidation is approved, plus it will cut back on testing and training hours needed. Mrs. Lycette explained that Lisbon would use eight (8) less Election Clerks, for instance, conducting a Special School Budget Validation Referendum Election because this would be a local election with the same ballot for each end of town, similar to the state ballot situation.

VOTE (2016-31) Councilor Ward, seconded by Councilor Kolbe moved to approve the applications to move the voting places currently located at Central Office, 19 Gartley Street in Lisbon and MTM Community Center, 18 School Street in Lisbon Falls to the Lisbon High School Gymnasium at 2 Sugg Drive [591 Lisbon Street] in Lisbon Falls and to consolidate Voting Districts for all state elections. **Order passed - Vote 6-0.**

ITINERANT VENDOR ORDINANCE & FEE SCHEDULE AMENDMENT

First Reading - Roll Call Vote

INTRODUCTION: A while back the Council discussed the Itinerant Vendor Ordinance and the possibility of clarification for flea markets. Below is an example for consideration along with suggested fee amendments.

Chapter 10. Businesses
Article IV. Itinerant Vendors
Sec. 10-251- License required.

Add the following...Promoters of carnivals, festivals or ~~mass gatherings~~ flea markets shall obtain a license for the event which will cover all vendors. For the purposes of this section, Flea Market shall mean an occasional or periodic market held in an open area or within a structure where property owners offer space for charge to individuals/groups to sell goods for sale to the public and the event is held more than (7) days in any (12) month period.

Section 10-253 Term of license; fee...application fees shall be:

6 months <u>Itinerant Vendor</u>	\$150.00
12 months <u>Itinerant Vendor</u>	200.00
1 week mass gathering permit <u>Carnivals & Festivals</u>	200.00
12-month mass gathering permit <u>Flea Market</u>	400.00 200.00
Public records checks	50.00
Junkyard license	100.00

COUNCILOR COMMENTS: Mrs. Barnes explained the words Mass Gatherings were crossed out and Flea Markets were added with a definition for Flea Markets. She said she liked the idea that there could be two separate Flea Market categories and suggested creating an Indoor Flea Market for \$100 and Outdoor Flea Market for \$200.

Councilor Ward asked about deleting Mass Gatherings. Mrs. Barnes said it will now be defined and covered under the 1-week Carnivals & Festivals fee for \$200. Although Mass Gatherings is not quite defined here, it appears to only relate to the permits we issue for Carnivals and Festivals so we changed that wording in the description under fees to Carnivals & Festivals. This is really an itinerant vendor ordinance so why it had the words mass gathering is not clear. Councilor Ward said, in regards to PCL's request, if Beer Gardens were added you could cover that under this ordinance and make that the mass gatherings. He recommended adding this category to the Itinerant Vendor Ordinance since it goes along with the Moxie Festival. Mrs. Barnes said if we add that back in it really needs to be defined. Councilor Ward agreed.

Mrs. Barnes suggested leaving the Carnivals and Festivals the way they are and then add another category and try to figure out what a definition would be for it. Councilor Ward suggested this could be done at a later date, because right now the bigger issue is the amounts and Flea Market categories.

Councilor Albert confirmed that for now Mass Gatherings would be struck from this ordinance and revisited at a later date. Councilor Brunelle indicated the definition could include that it applies to 500 or more in attendance.

VOTE (2016-32) Councilor Ward, seconded by Councilor Kolbe moved to Amend Ch. 10 Businesses Article IV Itinerant Vendors below and Appendix C Fee Schedule below and schedule public hearing on March 1, 2016.

Chapter 10. Businesses
Article IV. Itinerant Vendors
Sec. 10-251- License required.

Add the following...Promoters of carnivals, festivals or ~~mass gatherings~~ flea markets shall obtain a license for the event which will cover all vendors. For the purposes of this section, Flea Market shall mean an occasional or periodic market held in an open area or within a structure where property owners offer space for charge to individuals/groups to sell goods for sale to the public and the event is held more than (7) days in any (12) month period.

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1 week mass gathering permit <u>Carnivals & Festivals</u>	\$200.00
12-month mass gathering permit <u>Outdoor Flea Market</u>	\$400.00 <u>\$100.00</u>
<u>12-Month Indoor Flea Market</u>	<u>\$200.00</u>
Public records checks	50.00
Junkyard license	100.00

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

PARK REGULATIONS ORDINANCE AMENDMENT *First Reading - Roll Call Vote*

INTRODUCTION: Amend Article III. Park Regulations as outlined below:

Sec. 30-88.5. - Special regulations.

- (a) Use of parks, gardens and trails for events requires a permit. Permit applications are available at the town clerk's office.
- (b) Smoking is not allowed in any park.
- (c) Alcohol possession or use is not allowed in any park. Any exception to this rule must be approved in advance by the Town Council and shall be limited to special public events or public gatherings sponsored by a charitable, nonprofit organization or civic group in which alcohol is served by a licensed establishment with an off-premise catering license under Title 28-A M.R.S. §1052.
- (d) Dogs are allowed in parks but only on a leash as per section 6-31 and waste removal is required as per section 6-34.
- (e) No sign advertising any business or commercial enterprise or activity or any political sign, shall be allowed on park, garden or trail property. Signs for a limited time and for a limited purpose of advertising community events or events sponsored by non-profit agencies may be permitted with the issuance of a permit as provided under section 91-36.
- (f) No peddling, soliciting, or commercial enterprise is permitted to conduct business on Beaver Park property.
- (g) Metal detectors are prohibited on Beaver Park property.

COUNCILOR COMMENTS: Mrs. Barnes said she still needed to check with the town's attorney to see what the town's liability is. She said this gets the ball rolling for what PCL wants to do this coming summer. She said we need to think about what this means for Beaver Park though. Councilor Albert said we need to understand, if we want to go down this road, that we have adequate commitment and coverage by the private entity that they have to take the ownership of this responsibility. Mrs. Barnes questioned how the town would deal with members of the public and kids present at Beaver Park during such an event. Councilor Albert mentioned we might have to designate a certain area and agreed there is a lot to consider for sure.

Councilor Ward questioned the definition under (f) since non-profit groups do raise money there. For example, Winterfest recently had a food truck there so the Council should consider making a change here as well. Councilor Albert said he didn't want to miss an opportunity to help the boosters when we can and they raise money out there as well. It was decided to proceed with this amendment as is and then to revisit the idea. Councilor Ward indicated he was okay with the content so far and following up on the rest at a later date.

VOTE (2016-33) Councilor Albert, seconded by Councilor Crafts moved to amend Article III. Park Regulation Ordinance as outlined below and schedule a public hearing for March 1, 2016:

Sec. 30-88.5. - Special regulations.

... (c) Alcohol possession or use is not allowed in any park. Any exception to this rule must be approved in advance by the Town Council and shall be limited to special public events or public gatherings sponsored by a charitable, nonprofit organization or civic group in which alcohol is served by a licensed establishment with an off-premise catering license under 28-A M.R.S. §1052.

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

REPEAL CHAPTER 2 ARTICLE IV DIVISION 10 TRAIL COMMISSION *First Reading - Roll Call Vote*

INTRODUCTION: Mrs. Barnes said it was the intent once the trail was completed to combine the Trail Commission with the Conservation Commission, but that didn't happen before the Park Ranger retired. She indicated there was a significant amount of discussion and work done regarding the consolidation of the Trails and Conservation Commission, but this never came to the Council to be repealed. She mentioned the Council would be appointing members tonight to the Conservation Commission, as well. There is no need for the Trail Commission now and it all should fall under the Conservation Commission which is required by Charter and State Statute.

COUNCILOR COMMENTS: Councilor Ward said this seems like housekeeping and needs to be done.

VOTE (2016-34) Councilor Ward, seconded by Councilor Crafts moved to repeal Division 10 Trail Commission and all references to the Trail Commission and schedule a public hearing on March 1, 2016.

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

ADD CEMETERY & LIBRARY FEES TO APPENDIX C FEE SCHEDULE

INTRODUCTION: Mrs. Barnes explained the following fees have already been approved by Council but are not yet published under Appendix C Fee Schedule. She recommended Council amend the fee schedule to include the current Cemetery and Library Fees.

VOTE (2016-35) Councilor Albert, seconded by Councilor Ward moved to amend Appendix C Fee Schedule to add a new section for Cemetery and Library Fees as outlined below:

	<u>CEMETERY FEES</u>	
<u>Sec. 20-1</u>	<u>Lots- Purchase of a new lot includes perpetual care and recording of deed</u>	<u>575.00 per lot</u>
<u>Sec. 20-3</u>	<u>Perpetual Care - Cost for perpetual care of a currently owned lot</u>	<u>300.00 per lot</u>
<u>Sec. 22</u>	<u>Penalties - Any person found guilty of violating Sections 17, 18, or 19 of the Cemetery Ordinance shall be subject to the following:</u>	
	<u>First offense</u>	<u>Not more than 50.00</u>
	<u>Each subsequent offense</u>	<u>Not more than 100.00 each</u>

<u>LIBRARY FEES</u>	
Non Resident Membership	\$50.00 Yearly
Fines Overdue Books	.10 per day Max \$3.00 per item
Fines Overdue DVD's	\$1.00 per day \$3.00 Max per DDV
Outgoing Fax Fees	\$2.00 per page
Photocopies	.10 per page Lib. Gov. voted to increase that to .25 per copy if Town Councilors approve the change in order to cover the fees associated with new Konica photocopy machine
Replacement fees for new Telescope	\$325
Replacement cost for new Microscope	\$110
Replacement cost for lost or damaged Library Materials	Fees are based on replacement cost per item

Order passed - Vote 6-0.

WRITE OFF PERSONAL PROPERTY TAXES

INTRODUCTION: The personal property taxes listed below are uncollectible due to bankruptcy or dissolved corporation:

<u>Account Number</u>	<u>Business Name</u>	<u>Balance</u>	<u>Tax Years Owed</u>
58	Casa Mia, Inc.	\$4,035.48	2012 & 2013
202	T & A Variety/T & A Cafe	\$1,682.77	2010 & 2011

VOTE (2016-36) Councilor Ward, seconded by Councilor Kolbe moved to write-off personal property taxes to include principal and interest as of February 16, 2016 in the amount of \$5,718.25 for the taxes listed above.
Order passed - Vote 6-0.

ANIMAL SHELTER CONTRACT

INTRODUCTION: The contract for shelter services with the Coastal Humane Society has expired. They have agreed to a six-month contract in order to get the contract on a fiscal year schedule. The renewal agreement

attached covers the period of January 1, 2016 - June 30, 2016 for a total contract fee of \$5,855.85. A copy of the contract was attached for your review.

VOTE (2016-37) Councilor Albert, seconded by Councilor Crafts moved to authorize the Town Manager to sign the renewal agreement effective January 1, 2016 - June 30, 2016 with the Coastal Humane Society. **Order passed - Vote 6-0.**

ROUTE 9 ZONING CHANGE

VOTE (2016-38) Councilor Albert, seconded by Councilor Kolbe moved to have the Planning Board explore the Route 9 Zoning topic.

Councilor Bickford indicated the Planning Board should look into the possibility of Mr. Mason having a dealership at his home on Route 9. Mr. Fellows said the current zone allows home occupations, but auto sales in not considered a home occupation, although home occupations are quite restrictive.

Councilor Bickford pointed out just across the town line new businesses are popping up and taking advantage of the newly constructed highway with easy access to the interstate. He suggested the zone change for both sides be considered for commercial development from Wing Street to the Sabattus town line. He reported we need business in town and we should try to do something on this corridor.

Mr. Mason said he already has an excavation business there. He indicated he could get dealer plates and licensed but the zone doesn't allow it. Mr. Fellows said the Planning Board is not opposed, just interested in maintaining what the town as a whole would approve, not just one owner. He said the Planning Board can look into this if the Council would like them to do that.

Councilor Albert indicated that this maybe what we are looking for on that corridor now. There is a dealership just across the Sabattus/Lisbon town line. There is easy access to main arteries from Route 9. He said this is not a bad idea and supported the Planning Board direction to look further into this in detail. Councilor Crafts agreed.

Councilor Brunelle said absolutely. Mr. Mason is willing to pay the fees and do what he is supposed to do. He suggested residents be given an opportunity to do what residents who live up there wanted.

Order passed - Vote 6-0.

REQUEST FOR PROPOSALS - AUTHORIZATION FOR CARS 1 & 4

INTRODUCTION: Chief Galipeau said he was requesting Council approval to open requests for proposals for the replacement of Car 1 (the Chiefs vehicle) and purchase Car 4. The apparatus falls in line with the established apparatus refurbishment capital plan that was established in 2004 therefore the funding for the project is already established, so there will be no impact to the taxpayer for these refurbishments.

CAR 1: The Chiefs vehicle has been in the fleet of apparatus within the town since Chief Lamb was hired as the first career Chief of the department in 1991. When established, the first vehicle was a used CMP pickup truck that lasted about 2 years. The replacement for that was a used state police SUV that lasted approximately 8 years. Once Chief Lane was hired he purchased a used Jeep Cherokee that was in service until 2005 when it was replaced with the 2005 Ford. In the truck replacement plan our goal was to replace that vehicle every ten years. This was a good forecast. Last year we put \$1,500 into the front end of the vehicle in order to get a sticker. This year, we were informed by the mechanic that the vehicle would not pass inspection without more work being done. At that point we sent the vehicle to two garages in town for some second opinions. Those estimates are included in the packet. He said one for \$2,700 and one for \$2,497, which brings up the discussion of investing that kind of money into a ten-year old vehicle, or honoring the truck committees forecast of replacing the vehicle every ten years. With the replacement comes new or used. We would request new for the fact of or history has proven that we do not get the years of service we would like out of a used vehicle.

CAR 4: Car 4 was put out of service and sold when the vehicle could not pass inspections. He said we proposed to the Council at that time what our options were, they tabled the discussion, and we never revisited the subject till now. The use of Car 4 within the department includes, but is not limited to the Duty Officer Vehicle on the weekend. Currently the Officers use their personal vehicles to enforce or follow up complaints. Being a pickup it would be used during the week as a utility by the per diem firefighters to haul trash to the dump, run errands move equipment etc.

Chief Galipeau reported the general use by the department would include hauling the water donation from Poland Spring (pallet of drinking water), hauling hose after a fire, moving the fire prevention trailer and Marine 5 and transportation for members attending trainings. All of what I might add again is currently being done by personal vehicles and or Squad 3.

Chief Galipeau said the benefits of putting this vehicle back in service are long term. Due to its limited use, it's a fifteen to twenty year investment. The use of a town vehicle rids the members of using their personal vehicle for department purposes and saves wear and tear on existing trucks in the fleet like Squad 3. We would request a three quarter ton 4x4 pickup for the towing capacity with the fire prevention trailer. The discussion being if you choose to reinstate Car 4, is whether it's new or used.

The Fire Chief is requesting the replacement of both at the same time to get reduced pricing if purchasing two vehicles and the same time. The available funds to purchase both vehicles are as follows:

Fire Truck Reserve Account:	\$250,211.00
FY 16 Capital Funding:	70,751.00
Minus Designated Funds	<u>135,015.00</u>
Total Available Funds	\$185,947.00

COUNCILOR COMMENTS: Councilor Bickford supported obtaining a Ford F250 from the state's auction. We have had good luck with that. Councilor Kolbe said while you are shopping for a new vehicle you can see what kind of an offer you can find that's reasonable there as well. Councilor Albert said the idea is to explore all options and find something reasonable to bring back to the Council for approval.

VOTE (2016-39) Councilor Brunelle, seconded by Councilor Kolbe moved to authorize the Fire Chief to solicit bids to replace Car 1 with a new all wheel drive SUV, and to shop around for a used vehicle to replace Car 4 with preferably a three quarter ton 4X4 pickup truck. **Order passed - Vote 6-0.**

DURHAM DISPATCH CONTRACT

INTRODUCTION: The Town of Lisbon and the Town agree to extend the Agreement for the period January 1, 2016 through March 31, 2016. During the period of this Extension Agreement, the Town shall pay Lisbon an annual fee in the amount of \$3.00 per capita (3,848 at the 2010 census), or \$11,544. The prorated amount due to Lisbon for the 3-month period of this Extension Agreement shall be \$2,886.

VOTE (2016-40) Councilor Crafts, seconded by Councilor Kolbe moved to approve a three-month extension of the Durham Dispatch Contract at the new rates and authorize the Town Manager to sign the agreement. **Order passed - Vote 6-0.**

PARILLO STREET BID AWARD

INTRODUCTION: The following bid was received and publicly opened in the presence of Diane Barnes, Town Manager and Edward Karass, Finance Director on Thursday, February 11, 2016 at 12 noon:

Fern Larochelle & Nate Morse \$16,350.00

VOTE (2016-41) Councilor Bickford, seconded by Councilor Ward moved to award the bid for the purchase of Town owned property on Parillo Street Map U8, Lot 001 in the amount of \$16,350 from Fern Larochelle & Nate Morse and authorize the Town Manager to issue a quitclaim deed as joint tenancy. **Order passed - Vote 6-0.**

ONE-TIME RETIREMENT INCENTIVE

INTRODUCTION: Councilor Bickford mentioned Councilor Ward had a resolution to read. He said that once this vote takes place tonight there would be some more negotiations over the final details. Councilor Ward read the resolution.

VOTE (2016-41A) Councilor Ward, seconded by Councilor Crafts moved to adopt the following resolution:

The Town shall provide health insurance benefits under the Maine Municipal Health Employees Health Trust Benefit Plan at eighty-five (85%) of the Core Plan level or any other level below the core plan for a period of 3 years (36 months) following the effective date of separation from employment with the Town to eligible employees and their spouse who take the one-time retirement incentive offered by the Town. Employees shall contribute fifteen percent (15%) of the costs of the insurance premiums for either the Core Plan or benefit plan below the core level. To the extent that it is available under the plan, employees may elect to purchase a plan higher than the core level with the employee to be solely responsible for any additional premium cost. The Town shall provide an HRA to the eligible employees at the same rate offered to the non-union employees for a period of 3 years (36 months) as long as this benefit is offered by the Town.

Order passed - Vote 6-0.

OTHER BUSINESS

A. TOWN MANAGER'S REPORT

Mrs. Barnes mentioned the audit was ready to review and recommended setting the joint meeting with the School Committee for Thursday, February 25 at 5:30 PM. She said there is a Planning Board meeting though at 7:00 pm, but the Council should be finished by then.

B. DEPARTMENT HEAD REPORTS

Police Department

Chief Brooks said the first month of the New Year ended as many previous months have with an increase in calls for service (CFS). CFS for the Police Department in January 2016 were 854 compared to 817 in January 2015. This is a 4.53% increase.

Chief Brooks reported burglaries and burglaries to motor vehicles increased from 1 in Jan '15 to 5 in Jan '16; reported larceny, forgery, fraud complaints increased from 3 in Jan '15 to 12 in Jan '16; reported domestics, disorderly conduct and disturbances increased from 13 in Jan '15 to 22 in Jan '16. Reported motor vehicle accidents remained the same with 32 reported in both Jan '15 and Jan '16. These are just a few of the CFS categories that illustrate the continuing increase in CFS.

Chief Brooks said three (3) business burglaries that occurred in December (1) and January (2) were solved, and a subject was arrested for committing them. Also a burglary and theft case that happened in June '15 was solved; fingerprint and DNA evidence collected at the crime scene was submitted to the Maine State Crime Lab for analysis and matched the suspect(s). The investigations in all of these burglaries revealed that the suspects were committing burglaries to either steal drugs or money to buy drugs.

Chief Brooks said in calendar year 2015, the police department experienced a total of 11,646 CFS. This is a 19.58% increase over 2014's CFS total of 9,739; 2014 CFS were higher than 2013. He said I've highlighted in a number of past reports, our community is not immune to illegal drug activity. Our department experienced a 35.9% increase in drug offences and investigations in 2015, with 53 compared to 39 in 2014. Our State, and the entire country for that matter, is experiencing these same increases and our political leaders are collaborating together to add additional enforcement personnel to combat the increase. Unfortunately, Androscoggin County is in line to receive only one (1) additional MDEA agent.

Chief Brooks said the police department, at a minimum, needs to return to the full-time staffing level of last fiscal year's fourteen (14). The FY'16 budget eliminated one (1) officer position. In 2008 the department experienced a cut in full-time officers from 16 to 15. In 2010 the cutting continued, putting the department at 14 full-time officers, and now in this fiscal year another full-time officer position was eliminated. That's three (3) full-time police officer positions cut over the past years, a 23% decrease in police officers in a community that has been experiencing significant increases in criminal activities and other calls for service.

On June 30th, 2015, the Tideview Group was contracted by the town to conduct the Lisbon Police Department Staffing Assessment. This assessment stated then that, *"The Department is struggling to maintain a high level of service they strive to provide, and as expected by the community, due to the recent loss of staff positions and a growing increase in Calls for Service."*

Chief Brooks said the Lisbon Regional Communications Center, (LRCC), experienced a similar increase of 4.56% in Jan '15 with a total CFS of 1306 compared to 1249 in Jan '14. This increase in CFS is with the Town of Greene Fire Department no longer being dispatched by the LRCC. In calendar year 2015, the LRCC recorded 17,272 CFS compared to 15,141 in 2014. This is a 14.45% increase.

Chief Brooks mentioned on the Animal Control side, we experienced a 16.7% decrease in reported animal related CFS with 48 this month compared to 56 in Jan '15. These numbers are for all towns that our Humane Officer services, Lisbon, Sabattus and Bowdoin. In Lisbon, the numbers were the same in Jan '15 and Jan '16 with 31 animal related CFS both months. He indicated in calendar year 2015, this function experienced a total of 729 CFS in Lisbon, a 24.6% increase over 2014 and the highest CFS amount in the past eleven (11) years. Over that 11-year period the average Lisbon animal related CFS was 584.9. In 2014, animal related CFS was 585.

Fire Department

Chief Galipeau reported Lisbon received 30 total calls for this year. Last year's total calls at the end of January were 28 so this year we are two calls ahead of last year. The colder weather has impacted the calls with the majority being chimney fires or boiler malfunctions. He reminded taxpayers to have their boilers serviced each year before cold weather hits.

Chief Galipeau said the month of January they finished up the mandated yearly training requirements to include Harassment, Operations, also Violence in the work place, and a host of other topics. He indicated building the budget is the top priority and that he will be submitting that soon. The major impact that we are looking at in the budget is replacing the SCBA compressor. He commented that he was working the numbers to see what our options may be. Members are working diligently on calls and trainings. He commended all the members of his team and pointed out how dedicated each one is. He said positive attitudes in the Fire Department business go a long way and that he was honored to be working with our members.

Chief Galipeau mentioned that the contracts for the refurbishment of Engine 1 and Truck 6 have been signed. He said Pierce is advising them that they are looking at possibly February for the first truck to be taken. There will be more to come on that as we receive information.

C. DEPARTMENT HEAD WRITTEN REPORTS *(For Council Review)*

AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS - NONE**APPOINTMENTS****CONSERVATION COMMISSION**

INTRODUCTION: Mrs. Lycette reported the members currently participating on the Trails and Conservation Commission are ready to be reappointed to the Conservation Commission.

VOTE (2016-42) Councilor Ward, seconded by Councilor Albert moved to appoint Charlotte Farnum and Ralph Bard to 2016, A. Noyes Lawrence and Joe Normand to 2017 and Trish Suthers to 2018. **Order passed - Vote 6-0.**

CIVIL CONSTABLE

VOTE (2016-45) Councilor Kolbe, seconded by Councilor Albert moved to appoint Francis M. Carigan as a civil constable. **Order passed - Vote 6-0.**

RESIGNATION OF PLANNING BOARD REGULAR MEMBER

VOTE (2016-46) Councilor Ward, seconded by Councilor Brunelle moved to accept Richard Long's resignation on as a regular member on the Planning Board. **Order passed - Vote 6-0.**

RESIGNATION OF PLANNING BOARD ASSOCIATE MEMBER

VOTE (2016-47) Councilor Ward, seconded by Councilor Brunelle moved to accept Scott Hall's resignation as an Associate Member on the Planning Board. **Order passed - Vote 6-0.**

APPOINT PLANNING BOARD REGULAR MEMBER
(Scott Hall)

VOTE (2016-48) Councilor Bickford, seconded by Councilor Albert moved to appoint Scott Hall a regular member on the Planning Board to 2018. **Order passed - Vote 6-0.**

COUNCIL COMMUNICATIONS

Councilor Albert said PCL did a fantastic job with the Father/Daughter Dance so thank you for that.

Councilor Bickford said it looked like a lot of people attended the sleigh rides and that he heard everyone had a good time, although he did not get a chance to attend this year.

EXECUTIVE SESSION

VOTE (2016-49) Councilor Kolbe, seconded by Councilor Albert moved to go into Executive Session at 8:50 p.m. per 1 MRSA Section 405 (6) (F) Discussion of Confidential Records. **Order passed - Vote 6-0.** The recorder was dismissed.

The Council came back into regular session at 9:26 p.m.

VOTE (2016-50) Councilor Ward, seconded by Councilor Bickford moved to reappoint Carol Curtis to the Conservation Commission to 2018. **Order passed - Vote 6-0.**

VOTE (2016-50a) Councilor Ward, seconded by Councilor Kolbe moved to approve a loan to Frosty's Donuts, LLC at 700 Lisbon Street and Nels and Shelby Omdal in the amount of one hundred thousand (\$100,000) with an interest rate of 5% for a term of five (5) years and to authorize the Town Attorney to prepare the closing documents. **Order passed - Vote 6-0.**

ADJOURNMENT

VOTE (2016-51) Councilor Kolbe, seconded by Councilor Brunelle moved to adjourn at 9:27 p.m. **Order passed - Vote 6-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved March 1, 2016