



TOWN COUNCIL MEETING MINUTES DECEMBER 19, 2017

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

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

ROLL CALL. Members present were Councilors Ward, Albert, Kolbe, Brunelle, Lunt, Crawford, and Larochelle. Also present were Diane Barnes, Town Manager; Ryan Leighton, Public Works Director; Lydia Colston, Finance Director; Tracey Steuber, Economic Development Director; Marc Hagan, Police Chief; Rick Green, Superintendent of Schools; totaling approximately 30 citizens in the audience.

GOOD NEWS & RECOGNITION

A. MUSIC DEPARTMENT PRESENTATION

Jonathan Carsley, Lisbon High School Music Teacher, presented a slide show about the students' Washington DC tour in June 2017. He reported that the music teachers, Matt Watras from the Community School, Jonathan Pollock from the Phillip W. Sugg Middle School, and he put together this tour with the support of the Council, School Committee, School Administration, boosters, parents, and community. Its objectives were to perform music of high quality in a blended ensemble setting in some of our country's most amazing venues. They worked collaboratively across many grade levels to prepare for this tour. The students were introduced to our rich National heritage as they visited the Arlington National Cemetery, tomb of the Unknown Soldier, Lincoln Memorial, White House, US Treasury, Korean War Memorial, Dr. Martin Luther King Memorial, Jefferson Memorial, US Air Force Memorial, Iwo Jima Memorial, National Zoo, Smithsonian Institute, Kennedy Center for the Arts, Washington Monument, World War II Memorial, and the Museum of Natural History. The most memorable part of the trip was performing for a group of Honor Flight Vets from New Hampshire who just happened to be at the World War II Memorial that day. He said it was inspirational to see those in wheel chairs rise as our band and chorus performed an Armed Service Tribute. He explained what an unforgettable special moment in time that was for all of them. These students will make lifelong friends performing and traveling together. The students came forward and proudly showed the audience their plaque that they were given that day. The Council congratulated the students and Lisbon Music Department for such an amazing achievement.

B. MAINE HEART SAFE COMMUNITY – GOLD LEVEL DESIGNATION (LISBON EMERGENCY) TOWN OF LISBON AND TOWN OF BOWDOIN

Jim Macdonald and Mike Robitaille informed the Council that thanks to quick responses by the Lisbon Police Department, Lisbon Fire Department, Lisbon Emergency, and the teams we have here the Towns of Lisbon and Bowdoin have been upgraded to a Gold Level Maine Heart Safe Community. There are 89 other communities with silver, gold, or platinum designations; we are probably in the top 20 now. It takes a team to make this happen. We put AED's in the school system, town hall, credit union, recreational personnel, and other locations around town. We did CPR training for school personnel, including bus drivers, town hall staff, host clinics, do cardiovascular educational classes, and held classes in the community. He reported that after a call is received two minutes later 10 to 12 respond automatically so our survival rate has been enhanced immensely. He gave several examples where individuals were helped quickly. He said in one case they had determined in the ambulance this individual had had a heart attack so they delivered the patient to the cardiac center. He learned later that this individual was back home with a stint in place within in 5 hours of the incident; truly amazing. He said we have a truly amazing team here. They arrive on the scene with the expertise to constantly assess the situation, perform CPR as needed, and quickly transport. We are fortunate to have Lisbon Emergency and thanks to them and others we were awarded the gold level designation recently; the next level to attain is Platinum. The Council congratulated Lisbon Emergency, the Lisbon Police and Fire Departments, and their responder teams for their achievement.

PUBLIC HEARING

A. LIQUOR LICENSE AND VICTUALER'S LICENSE FOR BRIANA BOWEN AND MATT RIOUX D/B/A ANGELO'S PIZZA LISBON

The Chairman opened the public hearing. Kristo Papillia, the prior owner of Angelo's said he was pleased to be turning over his restaurant to two local kids. He indicated Briana had worked there since she was 14 years old and Matt for the past 10 years. He said Lisbon should feel proud to have raised a couple of wonderful adults who can continue serving the residents of Lisbon operating an established 16 year old business here in Lisbon. He said he would stay on behind the scenes to help while enjoying his retirement time ahead. He thanked the Council and community for their support over the past 16 years.

B. VICTUALER'S LICENSE FOR RICK GEORGE OF RWG HOLDING, INC D/B/A SUBWAY

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

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

Councilor Albert asked the Chairman for permission to take the Executive Sessions out of order. Seeing no objections, the Chairman entertained a motion to move into Executive Sessions as listed on the agenda.

VOTE (2017-315) Councilor Albert, seconded by Councilor Kolbe moved to go into Executive Session at 7:38 PM. Order passed - Vote 7-0. The Council returned to regular session at 7:55 PM. The Council Secretary announced the Executive Sessions were for the following: Per 1 MRSA Section 405 (6) (C) Acquisition of Real Property or Economic Development [Discussion of Confidential Records] and Section 405 (6) (A) Personnel Matters.

CONSENT AGENDA

VOTE (2017-305) Councilor Kolbe, seconded by Councilor Crawford moved to approve the following:

- A. Municipal Accounts Payable & Payroll Warrants -

#66	\$10,583.56	#67	\$9,851.52
#68	\$ 402,619.11	#69	\$2,565.00
#70	\$178,640.60	#71	\$17,905.77
- B. School Accounts Payable & Payroll Warrants -

#15	\$2,444.22	#1031	\$360,506.12
#1032	\$13,013.28	#1033	\$332,941.15
#1811	\$208,297.12		
- C. Minutes of December 5, 2017
- D. Liquor License and Victualer's License for Angelo's Pizza
- E. Victualer's License for RWG Holdings, Inc d/b/a Subway

Order passed - Vote 7-0.

COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

SCHOOL'S CAPITAL RESERVE REQUEST – CAMERAS AT SUGG MIDDLE SCHOOL

INTRODUCTION: Rick Green, Superintendent of Schools explained that the Capital Reserve Fund was created in 2011 to allow the School Committee to use existing money to pay for maintenance and minor remodeling. Since 2011, money from the undesignated balance and unanticipated revenues has been transferred into the Capital

Reserve Fund. The current balance is \$60,361. Dr. Green requested up to \$27,822 to pay for the update and installation of security cameras at Phillip W. Sugg Middle School. He reported they prefer to use the same system throughout so maintenance will be easier.

VOTE (2017-306) Councilor Crawford, seconded by Councilor Albert moved to authorize the use of an amount up to \$27,822 to pay for the update and installation of security cameras at Phillip W. Sugg Middle School from the School's Capital Reserve Fund. **Order passed - Vote 7-0.**

SEWER DEPARTMENT'S REQUEST TO CANCEL TRUCK ORDER AND BID TRUCK AGAIN

INTRODUCTION: Mr. Leighton reported on September 19, 2017 the Town Council awarded a bid to Darling's Chrysler Dodge in Augusta for a new pickup for the Sewer Department. The order for this new truck was placed on September 21, 2017. He said to date Darling's does not have a VIN number assigned to this truck from the factory. Based on continued discussions with Darling's it appears the hurricanes earlier this year has delayed production at the factory and we do not know when this truck will be delivered. Darling's has indicated we can cancel the order and at this point, Mr. Leighton requested permission to cancel the order and re-advertise the RFP.

VOTE (2017-307) Councilor Brunelle, seconded by Councilor Kolbe moved to reject the bid and authorize the Public Works Director to cancel the order with Darling's Chrysler Dodge and solicit bids for a new truck for the sewer department. **Order passed - Vote 7-0.**

HIGHWAY SAFETY GRANT

INTRODUCTION: Chief Hagan said the Police Chief is requesting permission to apply, accept, and use Highway Safety Grants funds from the Bureau of Highway Safety as follows:

\$ 1,846.66	Speed Enforcement Grant
\$ 3,084.59	Seat Belt Usage Enforcement Grant
\$ 2,252.42	Impaired Driving Enforcement Grant
\$10,374.97	Distracted Driving Enforcement Grant

The Chief indicates the monetary awards are the amount the Bureau of Highway Safety will reimburse Lisbon for officer overtime spent enforcing each individual grant, the monetary awards for each grant require no matching funds from Lisbon, and the Lisbon Police Department will not necessarily be requesting the maximum amount allowed with each grant due to manpower constraints. He reported the police department will have the ability to put part of the speed enforcement grant award towards a new radar unit if it is determined that new equipment is necessary.

VOTE (2017-308) Councilor Brunelle, seconded by Councilor Kolbe moved to authorize Chief Hagan to apply, accept, and use Highway Safety Grant funds from the Bureau of Highway Safety as follows:

\$ 1,846.66	Speed Enforcement Grant
\$ 3,084.59	Seat Belt Usage Enforcement Grant
\$ 2,252.42	Impaired Driving Enforcement Grant
\$10,374.97	Distracted Driving Enforcement Grant

Order passed - Vote 7-0.

CDBG DOWNTOWN GRANT FOR LISBON VILLAGE

INTRODUCTION: Tracey Steuber requested the Council set a public hearing on January 2, 2018, to discuss designating the Lisbon Village area, including the proposed redevelopment and public improvement areas along Route 196, along with a portion of Village Street and Webster Street as having conditions of slum and blight, for purposes of applying for State and Federal funding to make improvements.

In order for the Town of Lisbon to be eligible to receive Community Development Block Grant funding for public improvements, the Lisbon Village and Route 196 corridor must be declared to have met the criteria in the Slum and Blight designation as stated in MRSA Title 30-A, Chapter 205, §5201-5205, and be officially designated through the public process.

COUNCILOR COMMENTS: Councilor Ward indicated he was concerned about oversimplifying the area and then later developers come in and change it. He reported that to do this project correctly the town would have to spend closer to \$2,000,000 million. He said Lisbon will want this project to have some staying value in the village area.

Councilor Larochelle pointed out that intersections need to address safety factors. He said the town should address sidewalks, lights, and the intersection so someone should be able to walk from the village area over the Chris' House and back without worrying about safety, etc.

VOTE (2017-309) Councilor Brunelle, seconded by Councilor Kolbe moved to set a public hearing on January 2 to discuss the designation of the Lisbon Village area, including the proposed redevelopment and public improvement areas along Route 196, along with a portion of Village Street and Webster Street as having conditions of slum and blight, for purposes of applying for State and Federal funding to make improvements. **Order passed – Vote 7-0.**

MAINE MUNICIPAL EMPLOYEES HEALTH TRUST WELLNESS GRANT

INTRODUCTION: Tracey Steuber requested Council permission to apply and accept funds from the Maine Municipal Employees Health Trust 2018 Wellness Grant in the amount of \$1,960.00. This grant is designed to encourage employees to participate in Wellness Incentives through their 2018 Wellness Grant Program. The Health Trust offers financial support to participating groups with approved wellness programs. The maximum grant award is \$40 per year, per employee covered under the Health Trust insurance program. We currently have 49 health plan participants so the maximum grant for 2018 is \$1,960.00.

VOTE (2017-310) Councilor Albert, seconded by Councilor Kolbe moved to authorize Tracey Steuber to apply and accept funds from the Maine Municipal Employees Health Trust 2018 Wellness Grant in the amount of \$1,960.00. **Order passed - Vote 7-0.**

ACCEPTANCE OF “PREMIERE DRIVE” AND “CHAMPAGNE LANE” IN KELLY PARK SUBDIVISION AS TOWN WAYS

INTRODUCTION: Premier Development, LLC is petitioning the inhabitants of the Town of Lisbon to accept “Premier Drive” and “Champagne Lane” in Kelly Park Subdivision as town ways. A description of these proposed town ways can be found in the Warrant Deed in the Council’s packet.

VOTE (2017-311) Councilor Brunelle, seconded by Councilor Larochelle moved to that the Town of Lisbon, pursuant to 23 M.R.S.A. § 3025, accept the dedication made by Premier Development LLC of title in fee simple of “Premier Drive” and “Champagne Lane” in the Kelly Park Subdivision, and establish these roads as town ways. **Order passed – Vote 7-0.**

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said they had a meeting but that there was nothing really to report.
2. Planning: Councilor Ward said they met at Daniel Buck’s Auction House at 5:30 PM on December 14 with local businesses, the Planning Board, and Contracted Town Planner. Donald Fellows, Planning Board Chairman said it was very productive and a great session. After, the Planning Board met and accepted the minutes of the previous meeting.
3. Water Commission: Councilor Brunelle reported they met and discussed the rate increase planned for February 15. He said they have been doing directional flushing. He indicated that a leaking valve on the Pinewoods Road was fixed.
4. LDC: Councilor Larochelle reported they met and discussed facades; there is more to come.

5. Conservation Commission: Councilor Ward reported they met and discussed invasive species like the Norway Maple. He indicated they will need funds for educational purposes. This will become a priority quickly so they will come before Council at budget time.
6. Recreation: Councilor Kolbe said she had nothing to report.
7. County Budget: Councilor Ward said he had nothing to report. County Commissioner, Isaiah Larry was present and reported that Lisbon's Androscoggin County bill will increase by about \$56,372.90 this year. He said he was trying to keep it down by cutting down on duplication of efforts. He proposed they include \$50,000 in an Overlay Reserve Account this year as a way of protecting the taxpayers from being short or to deal with unanticipated increases.
- Councilor Ward said he was supportive of the Commissioners plan to grow the fund balance to healthier levels, but not through overlay. The question is how much is reasonable.
- Commissioner Larry said the law says the county should have \$100,000.00, but in reality it should have one or two million; but who is going to assure us that those funds are going to stay there or go only towards absolutely necessary purchases. He said he supported local control as much as possible.
8. Library: Councilor Lunt said he had nothing to report.

B. TOWN MANAGER'S REPORT

Mrs. Barnes reported she went to Topsham to pick up a \$2,500 check for LACO that the Priority Group was donating. She said that was very generous of them.

C. DEPARTMENT HEAD WRITTEN REPORTS

Councilor Ward commended Sergeant Ryan McGee for completing a three week training program titled "Leadership in Police Organizations." He thanked the Fire Department personnel for completing the required annual testing. He commended Kathy Malloy for receiving a \$500 scholarship that can be used in 2018 for IAAO classes, meals, and lodging.

APPOINTMENTS

PLANNING BOARD APPOINTMENTS

2 Associates Seats (2018 & 2019)

VOTE (2017-312) Councilor Kolbe, seconded by Councilor Lunt moved to appoint Eric Metivier to 2018 and William Kuhl to 2019 as Associate members on the Planning Board. **Order passed - Vote 7-0.**

BOARD OF APPEALS

1 Seat (2020)

VOTE (2017-313) Councilor Kolbe, seconded by Councilor Crawford moved to appoint Jessie Zach to the Board of Appeals. **Order passed - Vote 7-0.**

WATER COMMISSIONER APPOINTMENT

Councilor Brunelle reported that Ken Wells is planning to stay on until June 30, when this seat ends.

COUNCILOR COMMUNICATIONS

Councilor Larochelle reported Positive Change Lisbon met with the Planning Board and Town Planner. He said Councilor Crawford was present. They talked about if they had 10 million dollars what they would like or not like to see in the community.

Councilor Albert explained that he was really excited to see our downtown in action that he had to park a ways away on Main Street to go to Franks the other day. He compared the stroll down the street to an older picture of Lisbon that he saw on Facebook and said it seemed nice to see our downtown still the way it used to be.

AUDIENCE PARTICIPATION FOR NEW ITEMS - NONE

EXECUTIVE SESSION

Item Taken Out Of Order – see motion to go into executive session before Consent Agenda above.

VOTE (2017-315A) Councilor Kolbe, seconded by Councilor Crawford moved to loan \$146,940 with a 10-year term at an interest rate of 5% to Jason LaVerdiere and Tyson LaVerdiere d/b/a Flux Restaurant as follows:

\$100,000 from the IRP Fund and
\$ 46,940 from the Commercial Loan Fund.

Order passed - Vote 7-0.

ADJOURNMENT

VOTE (2017-317) Councilor Brunelle, seconded by Councilor Kolbe moved to adjourn at 8:40 PM. **Order passed - Vote 7-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: January 2, 2017