



**TOWN COUNCIL
MEETING MINUTES
JUNE 6, 2017**

Dale Crafts, At Large 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

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, Crafts, Brunelle, Lunt, and Crawford. Also present were Diane Barnes, Town Manager; Mark Stevens, Parks and Recreation Director; Tracey Steuber, Economic & Community Development Director; Ryan Leighton, Public Works Director; Donald Fellows, Planning Board Chairman; Karen Paradis, Planning Board Member; Ross Cunningham, Secretary for Positive Change Lisbon; Miriam Morgan-Alexander, Appeals/Assessment Review Boards; and approximately 15 citizens in the audience.

GOOD NEWS & RECOGNITION

A. MOXIE FESTIVAL LOGO DESIGN WINNER PRESENTATION

Ms. Steuber presented Kasey Hildebrandt, a local design artist with a \$100 check and the first 2017 Moxie t-shirt for creating this year's Moxie Festival Logo. She reported this year's contest was opened up to the public so the kids at the high school for the first time were competing in the public market place. She said t-shirts will be on sale tomorrow.

PUBLIC HEARING – NONE

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

Ross Cunningham thanked the Town Council for their support on the MTM Playground project. Donations came through very well with over 111 donations coming in from the Go Fund Me page. He mentioned the Mother/Son dance was well attended and that the Concerts in the Park Series is lining up good this year with talent coming here from New York City and Boston.

Dorothy Fitzgerald requested a moment of silence be ordered for Frank Anicetti's passing. Seeing no objections, the Chairman call for a moment of silence, this was observed in honor of Frank Anicetti.

CONSENT AGENDA

VOTE (2017-136) Councilor Kolbe, seconded by Councilor Lunt moved to approve the Accounts Payable & Payroll Warrants #138 for \$8,043.37, #139 for \$123,453.36, #140 for 13,304.74, #141 for \$12,856.91, #142 for \$19,157.95, #143 for \$123,188.72, #144 for \$12,953.32, and #145 for \$406,041.05 along with the Minutes of May 16, 2017, Victualer's and Itinerant Mobile Vendor License for Chris MacDonald d/b/a MacDaddy's, a Carnival/Festival Permit for Tracey Steuber d/b/a the Moxie Festival Committee, the Moxie Festival Street Closure list, along with a renewal Outdoor Flea Market Permit for the Riverside Flea Market and School Accounts Payable & Payroll Warrants #1723 for \$89,572.34, #1066 for \$375,231.98, #1067 for \$11,905.58, and #34 for \$1,013.21
Order passed - Vote 7-0.

COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

STRIPING BID AWARD

INTRODUCTION: Mr. Leighton explained he sent the request for proposals to the following vendors as well as advertised on the Town's website seeking bids for the annual center and edge line striping:

Fine Line Pavement	L & D Safety Marking	Sir Lines-A-Lot, LLC
Striping	Corp	Wilsons Ground
Hagar Enterprises, Inc.	Lucas Striping, LLC	Maintenance Inc
Jackett Enterprises, Inc.	Markings, Inc.	Zebra Striping

Mr. Leighton said we received the following road striping bids:

<u>Vendor</u>	<u>Double Yellow/Ft</u>	<u>White Edge/Ft</u>	<u>Total</u>
Lucas Striping, LLC	\$0.085	\$0.045	\$17,628.00
Markings Inc.	\$0.10	\$0.05	\$20,475.84

Mr. Leighton said we budgeted \$18,000 for the upcoming fiscal year and recommend awarding the bid to Lucas Striping, LLC.

VOTE (2017-137) Councilor Brunelle, seconded by Councilor Kolbe moved to award the road striping bid to Lucas Striping, LLC in an amount not to exceed \$17,628.00. **Order passed - Vote 7-0.**

OLD PHONE SYSTEM DISPOSAL

INTRODUCTION: Mr. Leighton requested permission to dispose of the old phones and phone systems. He said he would attempt to sell the equipment, but if he was unsuccessful he would either donate or dispose of the equipment.

VOTE (2017-138) Councilor Brunelle, seconded by Councilor Kolbe moved to authorize the Public Works Director to advertise the sale of the old phones and systems or to otherwise dispose of the equipment if the sale is unsuccessful. **Order passed - Vote 7-0.**

MTM PLAYGROUND NAMING

INTRODUCTION: Mr. Stevens recommended the MTM Playground be named the Mitchell Joseph Breton-Tuplin Playground in honor of Mitchell.

COUNCILOR COMMENTS: Councilor Ward asked if the family was okay with that. Mr. Stevens replied yes.

VOTE (2017-139) Councilor Brunelle, seconded by Councilor Lunt moved to rename the MTM Playground the Mitchell Joseph Breton-Tuplin Playground. **Order passed - Vote 7-0.**

MTM PLAYGROUND BID AWARD

INTRODUCTION: Mr. Stevens presented the bids which opened on Thursday, June 1st at 5 p.m. at the Lisbon Town Office. Present were Diane Barnes, Town Manager; Mark Stevens, Parks and Recreation Director; Ross Cunningham, Positive Change Lisbon Member; Heather Duley, Lisbon Parks and Recreation Committee Member; Lindsey Larochelle, Lisbon Parks and Recreation Committee Member; and Stephanie Smith, Community Member.

One bid was received from Marurano Recreation (Landscape Structures) and one bid was received from Obrien & Sons (Game Time). Each bidder was required to submit two designs.

Game Time Option 1 \$47,987.37
 Game Time Option 2 \$50,915.00 Revised to \$49,299.08

Landscape Structures Option 1 \$49,555.00
 Landscape Structures Option 2 \$49,555.00

Mr. Stevens explained the process and differences in designs. He said after carefully reviewing each of the design options from the two companies they recommended Game Time's revised bid for Option 2 for \$49,299.08. Both companies had excellent reputations and very similar warranties. He explained that Game Time had better features that were inclusive and accessible to children with all abilities and challenges. Their design and layout also fit in the footprint requested giving them plenty of room for future growth if needed.

VOTE (2017-140) Councilor Brunelle, seconded by Councilor Lunt moved to award the bid to Game Time for Option 2, which excluded \$616.00 for Geo-Textile and \$1,000 for the Ditch Witch in an amount not to exceed \$49,299.08. **Order passed - Vote 7-0.**

USE OF UNDESIGNATED FUND BALANCE

INTRODUCTION: Mrs. Barnes presented the following list of projects/items that the Council agreed to fund through the "Unassigned Fund Balance" as discussed during the budget workshop on May 23, 2017.

Computer Server Upgrade	\$50,000
Generator Pad & Infrastructure	\$20,000
Natural Gas Conversion	\$23,704 (at the Lisbon Falls Fire Station & Library)
High Density Storage (Town Clerk)	\$30,000
Radio Equipment Upgrades (Police)	\$40,000
Police Cruiser	\$35,000
Fire Department Capital (Truck)	\$75,000
ET Smith Hose Company Floor	\$25,000

Mrs. Barnes said if Council approves these projects or items to be funded through the "Unassigned Fund Balance" then the total committed from the "Unassigned Fund Balance" will be \$494,598, which includes the Public Works trucks and the MTM Center playground (\$195,894).

VOTE (2017-141) Councilor Brunelle, seconded by Councilor Lunt moved to designate \$298,704 from the "Unassigned Fund Balance" for the projects/items listed below:

Computer Server Upgrade	\$50,000
Generator Pad & Infrastructure	\$20,000
Natural Gas Conversion	\$23,704 (at the Lisbon Falls Fire Station & Library)
High Density Storage (Town Clerk)	\$30,000
Radio Equipment Upgrades (Police)	\$40,000
Police Cruiser	\$35,000
Fire Department Capital (Truck)	\$75,000
ET Smith Hose Company Floor	\$25,000

Order passed - Vote 7-0.

ANIMAL CONTROL CONTRACT – BOWDOIN AND ANIMAL CONTROL CONTRACT - SABATTUS

INTRODUCTION: Mrs. Barnes presented the renewal contracts with the Town of Bowdoin for Animal Control services and the Town of Sabattus for Animal Control services.

VOTE (2017-142 & 143) Councilor Crawford, seconded by Councilor Lunt moved to renew the contract to provide Animal Control services to the Town of Bowdoin and to the Town of Sabattus from July 1, 2017 to June 30, 2020 as presented (see attached contracts). **Order passed - Vote 7-0.**

ANIMAL SHELTER CONTRACT RENEWAL

INTRODUCTION: Mrs. Barnes presented a copy of the contract for the Council to review. The contract for shelter services with the Coastal Humane Society expires June 30, 2017. The renewal agreement (see attached) covers the period of July 1, 2017 - June 30, 2018 for a total contract fee of \$11,711.70.

VOTE (2017-144) Councilor Lunt, seconded by Councilor Crawford moved to authorize the Town Manager to sign the renewal agreement effective July 1, 2017 - June 30, 2018 with the Coastal Humane Society. **Order passed - Vote 7-0.**

MMA EXECUTIVE COMMITTEE NOMINEES BY PETITION

(No Action Was Taken)

CDBG FAÇADE GRANT APPLICATION

INTRODUCTION: Ms. Steuber announced that another business applied for a CDBG Façade grant. This business is located at 206 Lisbon Street. This location had to be approved as a spot blight designation, which it was and that it had to go through the historic preservation process as well. The Façade Grant Advisory Committee reviewed the application and recommends the Town Council approve the request. Ms. Steuber, also, requested permission to seek bids for the estimated \$75,000 project that equates to a \$20,000 grant match.

VOTE (2017-146) Councilor Kolbe, seconded by Councilor Crafts moved to approve the \$20,000 match for the Façade Grant application for 206 Lisbon Street and to seek bids. **Order passed - Vote 7-0.**

FY – 2017 HOMELAND SECURITY GRANT

INTRODUCTION: Mrs. Barnes explained this FY-17 Homeland Security Grant became available by MEMA late Friday afternoon. Because of the short notice and turn-around time to submit the applications our departments have not yet decided what is needed so they will come back to the Council with the grant details before obtaining acceptance of the funds. She indicated the amount Maine is receiving has not been cut and we've been told to expect to receive around the same amount as last year. Androscoggin County's award for last year was \$87,451.75.

Mrs. Barnes reported the Lewiston and Auburn Metros get their own awards. As in past years, the amount each applicant receives will be based on the total number of applicants. Once the required amount for law enforcement is set aside (just under \$24,000 – roughly \$4,800 each) and the County's CERT/CART/RACES Special Teams (\$2,250) amount is set aside, there would be about \$60,000 left to be divided among the remainder of the County's 60 eligible applicants. The Grant's performance period is three years beginning September 1, 2017 and ending August 31, 2020. She said the town expects these funds will go towards the generator project and requested permission to have staff apply for the FY-17 Homeland Security Grant.

VOTE (2017-146a) Councilor Albert, seconded by Councilor Crawford moved to authorize staff to apply for the FY-17 Homeland Security Grant. **Order passed – Vote 7-0.**

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert - Nothing to Report.
2. Planning: Councilor Ward – The meeting is on Thursday so for now nothing to report.
3. Water Commission: Councilor Crawford – Nothing to Report.
4. LDC: Councilor Albert indicated just some tweaks to upcoming projects.
5. Conservation Commission: Councilor Lunt – Nothing to Report.

6. Recreation: Councilor Kolbe asked Mr. Stevens for an update. Mr. Stevens reported the Christmas tree is in the way so it will need to come out before they set up the Mitchell Joseph Breton-Tuplin playground. Conrad Davis, who put the tree in five years ago, said it needs to come down so he will put up a better and bigger new one in a different location. He indicated it would be done in time for the tree lightening ceremony. He mentioned the cedar bushes out front will be replaced out front. With the new roof and the snow falling off the plantings will have to be adjusted.
7. County Budget: Councilor Ward – They will be voting on whether to repair the clock. He indicated this project started out being a \$300,000 project and now they have narrowed it down to more like \$150,000. He said he didn't think he could justify spending even \$50,000 on the project when the real issue is more about the structural integrity. This vote will be taking place tomorrow night.
8. Library: Councilor Lunt – Encouraged families to sign their kids up early for the Summer Reading Program.

B. TOWN MANAGER'S REPORT

Mrs. Barnes said we are getting close to year end and that departments were trying to wrap things up by the next Town Council meeting. She indicated she would be working on the final figures for the municipal budget which has to be done next week to meet the public hearing deadlines for a vote at the June 27 Special Council meeting.

C. BRIDGE INSPECTION REPORT DISCUSSION

Mr. Leighton explained he received a certified letter from MDOT regarding the poor condition of the bridge on Edgecombe Road that crosses the river to Topsham. He said the road in Topsham has been discontinued and so that the property reverted back to the owners, which is why the letter only came addressed to Lisbon. He suggested check to see if Lisbon can close this bridge or allow only ATV use and what that liability would be. He said he could not see investing anything into it when it doesn't connect to any Lisbon taxpayers because we do not have property on the other side of that river. At this point, Lisbon has a bridge report that puts some pressure upon the town to do something. He said our best bet is to work with MDOT to find out what if anything we have to do and potentially bring back alternatives for the Council to consider.

Councilor Albert asked if Club Members could take it over. Councilor Ward summed up the conversation by saying we are basically trying to find a politically correct way to divorce ourselves from this mess.

AUDIENCE PARTICIPATION FOR NEW ITEMS

Karen Paradis gave a report as Vice Chairman of the Planning Board and Vice Chairman of the Lisbon Development Committee. She said she would like to discuss LDC. Like the Town Council, they are a group of seven individuals from various backgrounds made up of three former Town Councilors, two former board chairs, and two planning board members whether they are called the Route 196 Committee, CDBG Advisory Committee, Façade Grant Application Committee, or LDC, they have made a valiant effort and accomplished a great deal over the past three and a half years. She said they were formed by the Town Council as a citizen group and charged with a task along with the town staff to facilitate its success. She said they had achieved a half a million dollars worth of success for Lisbon. While the LDC is not expecting undying gratitude from anyone, she said, she would like to hope that the Council and staff would have appreciated the commitment of their many volunteer hours, long term dedication to the town, and the opinions that come from a different perspective. She said it has come to their attention that the Council will be excluding them from future CDBG and MDOT conversations. She said that keeping LDC in the dark about projects that they have worked on since their inception is of no benefit to the town. She asked the Council not to discourage residents from coming and staying involved in the future of our town.

Mr. Fellows reported he recently went over that bridge and found a sign that prohibits ATVs on the other side of that bridge.

Dorothy Fitzgerald encouraged voters to get out and vote next Tuesday, June 13. Mrs. Lycette mentioned absentee ballots are available until Thursday, June 8, for those interested in voting by absentee.

COUNCILOR COMMUNICATIONS

Councilor Albert reported 73 years ago today the battle at Normandy took place. He acknowledged how grateful he felt for that sacrifice. Mrs. Fitzgerald said it's also known as D-Day.

Councilor Ward invited residents to attend the public hearing on the municipal budget on June 20 at 7:00 p.m.

Councilor Kolbe congratulated the class of 2017 early since graduation will take place this Sunday.

APPOINTMENTS

APPOINT WARDEN FOR THE JUNE 13, 2017 SCHOOL BUDGET VALIDATION REFERENDUM, SPECIAL MUNICIPAL REFERENDUM, AND SPECIAL STATE REFERENDUM ELECTION

VOTE (2017-147) Councilor Albert, seconded by Councilor Lunt moved to appoint Rick Roberts as Warden for the upcoming June 13, 2017 Elections. **Order passed - Vote 7-0.**

EXECUTIVE SESSION

VOTE (2017-148) Councilor Albert, seconded by Councilor Kolbe moved to go into executive session at 7:45 p.m. per 1 MRSA Section 405 (6) (A) Personnel Matters, (6) (D) Labor Negotiations, and (6) (E) Consultations with Legal Counsel. **Order passed - Vote 7-0.**

Councilor Ward announced there would be no vote taken when the Council comes back to adjourn. The Council Secretary was dismissed at 7:45 pm. The Council came back into regular session at 9:14 p.m.

ADJOURNMENT

VOTE (2017-149) Councilor Albert, seconded by Councilor Kolbe moved to adjourn at 9:14 p.m. **Order passed - Vote 7-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: June 20, 2017