



**TOWN COUNCIL
MEETING MINUTES
MARCH 21, 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 regular 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, and Crawford. Councilor Crafts was absent. Also present were Diane Barnes, Town Manager; Karen Paradis, Planning Board Vice-Chairman; and approximately 10 citizens in the audience.

GOOD NEWS & RECOGNITION

Councilor Ward announced we are three quarters of the way through the state's unified basketball program. He indicated Lisbon was up 27 to 20 right now over Oak Hill. If everything goes according to plan we will see them in Windsor on Thursday night.

PUBLIC HEARING

**A. PAWNSHOP LICENSE – DANIEL MILLER, JR
D/B/A DOUBLE DIAMOND PAWN**

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

B. AMENDMENT TO APPENDIX C FEE SCHEDULE

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

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2017-63B) Councilor Brunelle, seconded by Councilor Crawford moved to approve the Accounts Payable & Payroll Warrants #114 for \$10,828, #115 for \$116,397.36, #116 for \$13,095.54, #117 for \$11,899.46, and #118 for \$188,990.44 along with the Minutes of March 7, 2017 and a Pawnshop license for Daniel Miller, Jr. d/b/a Double Diamond Pawn. **Order passed - Vote 6-0.**

COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

KELLY PARK DRAINAGE EASEMENT – REMOVED SINCE MDOT WILL DO EASEMENT

**ITEM ADDED
TO SUSPEND RULES TO ADD TIF PUBLIC HEARING FOR KELLY PARK**

VOTE (2017-64) Councilor Albert, seconded by Councilor Crawford moved to add this item and schedule the Kelly Park TIF Public Hearing for April 4. **Order passed - Vote 6-0.**

ORDINANCE – FEE SCHEDULE AMENDMENT

Second Reading

COUNCILOR COMMENTS: Councilor Ward asked that clarification be added to Day Camps since that amount covers the entire program (7 week sessions).

VOTE (2017-65) Councilor Crawford, seconded by Councilor Kolbe moved to adopt Appendix C Fee Schedule (adding 7 week session under day camps) as follows:

Section this Code	Description	Fee/Rate
ADMINISTRATIVE		
	Vital records fee for non-certified research including a five-year search payable whether record is found or not, per name	\$ 7.00
	Voter list fees regulated under title 21-A section 196 as follows:	
	For 1 to 1,000 records	11.00
	For 1,001 to 7,500 records	22.00
	For 7,501 to 15,000 records	33.00
	Faxes	2.00
	One-sided copies	.50
	Two-sided copies	.75
	Ledger copies	1.50
	Attested copy of voter registration card	7.00
	Copies of zoning ordinance	10.00
	Council meetings—Computer generated HDD retrieval	30.00
	Notary fee for non-municipal documents (excludes weddings by town clerk)	5.00
	<u>Bad Check Fee</u>	<u>35.00</u>
ANIMALS		
78-1	Rabies and spaying/neutering verification fees:	
	Rabies <u>verification</u>	2.00
	Spaying/neutering verification	2.00
	Dog owner list	100.00
BUILDINGS AND CONSTRUCTION		
	Building permit fees:	
	Conditional use fees	150.00
	Appeals Board application	150.00
22-32	Manufactured housing, house trailer or mobile home park	500.00

	application for permit	
22-33	Park license, renewable annually on May 1	250.00
46-132	Entrance onto public way permits	150.00
	<u>Fill/Excavation Permit < 500 yards</u>	<u>50.00</u>
62-51	<u>Fill/Excavation Permit > 500 yards</u>	<u>See Site Plan Fees</u>
BUSINESSES		
10-352(d)	Adult use establishment processing and licensing fee	250.00
10-406(a)(2)	Additional processing fee per person for each person required to be investigated	50.00
10-352(d)	After-hours entertainment event licenses; nonrefundable processing fee	250.00*
	*In addition, the town may require a deposit to offset any costs or expenses expected to be incurred by the town in enforcing the terms and conditions of the license	
	Alcoholic Beverages:	
10-203	Annual license for bottle club	200.00
	Liquor license processing fee	100.00
	Liquor—Off premise permit per event	25.00
	Late liquor license processing fee	50.00
	Games of chance processing fee	25.00
	Off premise catering processing fee	25.00
10-253	Itinerant vendors application fee:	
	Six months itinerant vendor	150.00
	12 months itinerant vendor	200.00
	One week carnivals and festivals	200.00
	12-month outdoor flea market	100.00
	12-month indoor flea market	200.00
	Public records checks	50.00
	Junkyard license	100.00
	Municipal organizations or agencies are exempt from fees in this section	
10-505	Pawnbroker	250.00
	Additional processing fee per person required to be investigated	50.00
10-166	Special amusement permit application fee	100.00
	Additional processing fee for each new applicant, partner or corporate officer	50.00
82-51	Victualer establishment annual license fee:	
	No liquor license	100.00
	With liquor license	200.00
	Additional processing fee for each new applicant, partner,	50.00

	or corporate officer	
	Reinspection by health officer or codes enforcement officer, per reinspection	150.00
CEMETERY FEES		
10.5-33	Lots—Purchase of a new lot includes perpetual care and recording of deed	575.00 per lot
10.5-36	Perpetual care—Cost for perpetual care of a currently owned lot	300.00 per lot
10.5-37—10.5-39	Penalties—Any person found guilty of violating sections 10.5-37—10.5-39 of the Cemetery Ordinance shall be subject to the following:	
	First offense	Not more than 50.00
	Each subsequent offense	Not more than 100.00 each
FLOODPLAIN MANAGEMENT		
58-34	Flood hazard development permit application fee, non-refundable	100.00
LIBRARY FEES		
	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 DVD
	Outgoing fax fees	\$2.00 per page
	Photocopies	\$.25
	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
<u>PARKS & RECREATION</u>		
30-90	Beaver Park fees:	
	Day use, per person per day:	
	Residents of Lisbon	2.00
	Non-residents	4.00
	Children three and under	Free
	Family pass, per family per year:	
	Residents of Lisbon	20.00
	Non-residents	35.00
	Sports teams, per season	35.00

	Per team practice, single game	5.00
	Lisbon School field trips	½ the fee the school collects
	Lisbon recreation field trips <u>Men's Adult Football League at Beaver Park</u>	½ the fee the recreation department collects <u>Season \$400.00</u>
	Groups of 10 or more such as family reunions, company picnics, class reunions, nonresident schools, etc., will be charged \$2.00 per person regardless of resident or nonresident	2.00 per person
	Lone Pine Lodge and picnic shelter reservations	25.00 non-refundable deposit two weeks prior to event. 2.00 per person beyond the first 12 people attending
	Lisbon Fitness Center	15.00 <u>per month</u>
	<u>a. Senior Citizens (60 years and over)</u>	<u>10.00 per month</u>
	Summer day camp	300.00
	Playground camp <u>Adult Softball</u> <u>a. Fall Slow Pitch</u> <u>b. Women's Fast Pitch</u> <u>c. Summer Co-Ed Slow Pitch</u>	300.00 <u>\$325.00 per team</u> <u>\$425.00 per team</u> <u>\$450.00 per team</u>
	<u>Summer Day Camps - 7 Week Session</u> <u>a. Resident</u> <u>b. Non-Resident</u> <u>c. 1/2 time Summer Day Camps</u> <u>d. Non-Resident</u> <u>e. Sibling Discount</u>	 <u>350.00</u> <u>375.00</u> <u>225.00</u> <u>250.00</u> <u>-25.00</u>
	<u>Summer Sports Camps</u> <u>Non-Resident</u>	<u>30.00 each</u> <u>45.00 each</u>
	<u>Track and Field</u> <u>Non-Resident</u>	<u>75.00</u> <u>90.00</u>
	<u>Swimming Lessons</u> <u>Non-Resident</u>	<u>10.00 per week</u> <u>12.00 per week</u>
	<u>Moxie 5k Road Race</u>	<u>20.00 pre-registration</u> <u>25.00 race day per participant</u>
	<u>Moxie Car Show</u>	<u>10.00 per car</u> <u>5.00 per spectator</u>
	<u>Horse Camp - 1 week</u>	<u>250.00</u>

	<u>Before School Rec</u>	<u>12.00 per week or 3.00 per day</u>
	<u>After School Rec</u>	<u>40.00 per week or 10.00 per day</u>
	<u>Football</u>	
	<u>a. 7th/8th Grade Non-Resident</u>	<u>75.00 90.00</u>
	<u>b. Youth/Peewee Non-Resident</u>	<u>65.00 80.00</u>
	<u>c. Flag Non-Resident</u>	<u>35.00 50.00</u>
	<u>Soccer Non-Resident</u>	<u>35.00 50.00</u>
	<u>Field Hockey Non-Resident</u>	<u>65.00 80.00</u>
	<u>Basketball Non-Resident</u>	<u>35.00 50.00</u>
	<u>MTM RENTAL</u>	
	<u>a. Commercial (Revenue producing for profit)</u>	
	<u>1. Pavilion or Gym</u>	<u>40.00 per hour</u>
	<u>2. Room</u>	<u>20.00 per hour</u>
	<u>3. Kitchen</u>	<u>50.00</u>
	<u>b. Non-Profit (Non-revenue producing)</u>	
	<u>1. Pavilion or Gym</u>	<u>20.00 per hour</u>
	<u>2. Room</u>	<u>10.00 per hour</u>
	<u>3. Kitchen</u>	<u>50.00</u>
	<u>4. Town of Lisbon or School Department Events</u>	<u>Exempt</u>
	<u>Community Gardens Plot Rental for Annual 10' x 4' raised bed</u>	<u>30.00</u>
	<u>Pinewoods Road Sports Complex</u>	<u>100.00 per day</u>
	PUBLIC SAFETY	
24-31	Fireworks violations (plus legal fees and court costs for an offense for the following):	
	First citation	110.00
	Second citation	215.00
	Third citation	425.00
	Fourth citation and subsequent citations	500.00
	SANITARY SEWERS	
34-64	Appeals to the board of sewer appeals	25.00

34-253(a)	Building sewer permit and inspection fee:	
	Residential and commercial service	25.00
	Industrial, plus all costs for review and analysis of the waste	50.00
34-253(b)	Connection fee for new connection to public sewer:	
	Residential customers, for the first dwelling unit	1,000.00
	Each subsequent dwelling unit connected through the same building sewer or private sewer	750.00
	Non-residential customers discharging typical domestic-strength wastewater (no more than 300mg/l BOD ₅ or 300 mg/l total suspended solids and no contaminants not expected to be found in typical domestic wastewater)	\$0.20 times the estimated flow in gallons per month, but no less than \$1,000.00 and no more than \$10,000.00
	Non-residential customers with estimated flows greater than 50,000 gallons per month or with wastes exceeding domestic-strength, the fee shall be negotiated with the superintendent, taking into consideration the quantity and character of the wastewater and approved by the town council	
34-101	Sewer hookup fees:	
	Single residential unit, each	1,000.00
	Multifamily residential units:	
	For the first unit	1,000.00
	Each additional unit	750.00
	Mobile home parks:	
	For the first unit	1,000.00
	Each additional unit	750.00
	Nonresidential/commercial/industrial: \$1,000.00 minimum with a cost added in relation to a single-family residence flow (\$18.70 per 1,000 cubic feet) to a ceiling of \$10,000.00. Thereafter the fee for hookup will be negotiated based on examples such as flow, BOD, TSS and industrial pretreatment regulations. <i>Note:</i> The impact of commercial/nonresidential uses will be considered.	
34-153	Wastewater discharge permit application fee	100.00
SITE PLANS		
62-51	Application fee for site plan review for tier 1 developments	150.00
62-73	Application fee for site plan approval for tier 2 developments, plus \$10.00 per dwelling unit for residential projects or \$10.00 per 2,000 square feet of gross floor area for commercial, institutional and industrial projects	250.00

SOLID WASTE TRANSFER AND RECYCLING FACILITY		
98-38	There shall be no fee for disposal of waste materials at the site except for the following:	
	Household refrigerators, freezers/air conditioners; (Freon: R12-R22):	
	a. Residents	10.00
	b. Commercial	15.00
	c. Business	15.00
	Propane Bottles 20#:	
	a. Residents	3.00
	b. Commercial	5.00
	c. Business	5.00
	Will not accept 100# bottles	
	Tires:	
	a. 15"	3.00
	b. 16"—18"	5.00
	c. 18"—22"	10.00
	Off-the-road tires:	
	a. Small	50.00
	b. Medium	75.00
	c. Large	100.00
	Windows and doors:	
	a. Windows	2.00
	b. Doors	2.00
	Shingles:	
	a. Lisbon sticker and CEO slip <u>Demo Permit from CEO,</u> per yard	25.00
	b. No-slip <u>Demo Permit,</u> per yard	50.00
	Furniture and other miscellaneous items:	
	a. TV's and computers, each	5.00
	b. Carpets, per room 10' x 12'	10.00
	c. Mattresses, <u>Boxspring,</u> each	5.00
	d. Chairs and sofas, each	10.00
	e. Wood, per yard	10.00 <u>5.00</u>
	f. Brush:	
	1. Four feet in length, per yard <u>Under four inches in diameter, per yard</u>	10.00 <u>5.00</u>
	2. <u>Over four</u> feet in length <u>inches in diameter,</u> per yard	15.00
	g. Mix load—Other bulky waste (shingles, wood, drywall), per yard	60.00

	Note: References to yard(s) shall mean cubic yard(s). No cash will be transferred in the yard for items, only punch cards. (See subsection 98-38(b))	
98-39(b)	Licenses and sticker for access to facility beginning Oct <u>Sept.</u> 1 for one calendar year:	
	First sticker for vehicles one ton and under, annually	10.00
	Subsequent vehicles	5.00
	Vehicles over one-ton	50.00
	Resident hauler	250.00
	Nonresident hauler	750.00
98-39©	Local contractors, license and sticker issued with an agreement for weekly billing	10.00
	One-day permits for residents with proof of residency	5.00
	One-day permits for out of town contractors, with a valid demolition permit	10.00
STREET EXCAVATIONS		
47-4	Excavation permit	150.00
	Full year permits for town departments only	200.00
	Lisbon Water Department and Wastewater Treatment Plant shall have the option to pay a yearly fee for unlimited excavations	200.00
SUBDIVISIONS		
66-84	Filing of final plan, for the first 2½ acres and \$20.00 per additional acre or fraction of an acre	100.00
66-84	Filing fee for recording in county registry of deeds	200.00
TRAFFIC AND VEHICLES		
50-48(b)	Parking permits for public lot; east side of Main Street, Lisbon Falls:	
	Additional permits for owner/employees all-day parking:	
	Per month	25.00
	Six months	120.00
	Yearly	240.00
	Twenty-four-hour parking for residents:	
	Per month	25.00
	Six months	120.00
	Yearly	240.00
50-321©	Waiver fees for parking violations:	
	Angle parking	30.00
	Driveway	30.00
	No parking	30.00

	Too far from curb	30.00
	Safety loading zone	30.00
	Wrong side of road	30.00
	Crosswalk	30.00
	Double parking	30.00
	Overtime parking	30.00
	Sidewalk	30.00
	Too near corner	30.00
	All-night parking	30.00
	Hydrant	75.00
	Impeding snow removal	75.00
	Handicap zone	150.00
	Hazard to public	30.00 25.00
50-325	Violations of traffic ordinances not involving parking or regulation of moving vehicular traffic:	
	First violation	0.50
	All subsequent violations not exceeding 25 in one calendar year (must be made within 48 hours except when town office closed	1.00
	Payments made after expiration of deadline, in addition to initial waiver fee, each violation	2.00

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

ORDINANCE - MARIJUANA MORATORIUM

First Reading

INTRODUCTION: Mrs. Barnes presented the marijuana moratorium below as reviewed by the Planning Board, and amended by legal Council prior to this meeting.

VOTE (2017-66) Councilor Kolbe, seconded by Councilor Lunt moved to adopt the Marijuana Moratorium Ordinance as presented below:

TOWN OF LISBON

MORATORIUM ORDINANCE ON RETAIL MARIJUANA ESTABLISHMENTS AND RETAIL MARIJUANA STORES AND RETAIL MARIJUANA SOCIAL CLUBS

WHEREAS, the “Marijuana Legalization Act,” has become law in Maine, codified in the Maine Revised Statutes in Title 7, chapter 417; and

WHEREAS, the Marijuana Legalization Act (hereinafter, “Act”) authorizes municipalities to regulate the number of retail marijuana stores and the location and operation of retail marijuana social clubs and retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities and retail marijuana testing facilities, as those terms are defined in the Act, as well as providing the option to prohibit the operation of retail marijuana social clubs and retail marijuana establishments, including stores, cultivation facilities, manufacturing facilities and testing facilities, within their jurisdiction; and

WHEREAS, the proposed Act will not limit the privileges or rights afforded by the Maine Medical Use of Marijuana Act (22 M.R.S.A. §§ 2421 – 2430-B) to qualifying patients, primary caregivers, or registered dispensaries, including cultivation facilities associated with any of those classifications; and

WHEREAS, the Town's current ordinances do not include any regulations related to retail marijuana stores, retail marijuana establishments or retail marijuana social clubs under the proposed new Act; and

WHEREAS, the unregulated location and operation of retail marijuana establishments, retail marijuana stores and retail marijuana social clubs within the Town of Lisbon raises legitimate and substantial questions about the impact of such establishments, stores and social clubs on the Town, including questions about the compatibility of retail marijuana establishments, retail marijuana stores and retail marijuana social clubs with existing uses and development in residential, commercial and industrial zoning districts; the potential adverse health and safety effects of retail marijuana establishments, retail marijuana stores and retail marijuana social clubs on the community if not properly regulated; the possibility of illicit sale and use of marijuana and marijuana products to minors and misuse of marijuana and marijuana products by those who would abuse the uses authorized under the Act; potential criminal activity associated with the cultivation, manufacturing, sale and use of marijuana and marijuana products for non-medicinal purposes and the potential increased burden on the Town's police and fire departments; and the adequacy of the Town's streets and infrastructure to accommodate the additional traffic and/or population that may result from the presence of retail marijuana establishments, retail marijuana stores or retail marijuana social clubs; and

WHEREAS, the possible effect of the location and operation of retail marijuana establishments and/or retail marijuana stores and/or retail marijuana social clubs within the Town has potentially serious implications for the health, safety and welfare of the Town and its residents; and

WHEREAS, the Town needs time to review the Act and to review its own ordinances to determine the implications of future proposed retail marijuana establishments and/or retail marijuana stores and/or retail marijuana social clubs to develop reasonable ordinances governing the location and operations of such establishments and stores and social clubs to address the concerns cited above; and

WHEREAS, the Town's current ordinances are insufficient to prevent serious public harm that could be caused by the unregulated development of retail marijuana establishments and retail marijuana stores and retail marijuana social clubs and other uses authorized by the Act, thereby necessitating a moratorium; and

WHEREAS, the town council, the administration and the planning board, with the professional advice and assistance of the police department, shall study the Town's current ordinances to determine the land use and other regulatory implications of retail marijuana establishments and retail marijuana stores and retail marijuana social clubs and consider what locations, if any, and conditions of approval, if any, might be appropriate for such uses; and

WHEREAS, a moratorium is necessary to prevent an overburdening of public facilities that is reasonably foreseeable as the result of retail marijuana establishments and retail marijuana stores and retail marijuana social clubs and other uses authorized by the Act, being located in the Town; and

WHEREAS, it is anticipated that such a study, review, and development of recommended ordinance changes will take at least one hundred and eighty (180) days from the date the Town enacts this Moratorium Ordinance on retail marijuana establishments and retail marijuana stores and retail marijuana social clubs;

NOW, THEREFORE, be it ordained by the town council of the Town of Lisbon, that the following Moratorium Ordinance on retail marijuana establishments and retail marijuana stores and retail marijuana social clubs be, and hereby is, enacted, and, in furtherance thereof, the town council does hereby declare a moratorium on the location, operation or licensing of any retail marijuana social clubs and any retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities and retail marijuana testing facilities, within the Town.

This Moratorium Ordinance shall take effect, once enacted by the town council, but shall be applicable as of ____ (date) as expressly provided below. The moratorium shall remain in effect for one hundred and eighty (180) days from the date of applicability of this Ordinance, unless extended, repealed, or modified by the town council, for the express purpose of drafting an amendment or amendments to the Town's current ordinances to protect the public from health and safety risks including, but not limited to, compatibility of retail marijuana establishments, retail marijuana stores and retail marijuana social clubs with existing and permitted uses in residential, commercial and industrial zoning districts; the correlation of retail marijuana establishments, retail marijuana stores and retail marijuana social clubs with medical marijuana cultivation facilities and dispensaries, all as defined in the Act; the potential adverse health and safety effects of retail marijuana establishments and retail marijuana stores and retail marijuana social clubs on the community if not properly regulated; the possibility of illicit sale and use of marijuana and marijuana products to minors and misuse of marijuana and marijuana products by those who would abuse the uses authorized under the new law; criminal activity associated with the cultivation, manufacturing, sale and use of marijuana and marijuana products for non-medicinal purposes and the potential increased burden on the public safety agencies serving the Town in responding to the same; and the adequacy of the Town's infrastructure to accommodate the additional traffic and/or population that may result from the presence of retail marijuana establishments or retail marijuana stores or retail marijuana social clubs in the Town.

BE IT FURTHER ORDAINED, that this Ordinance shall apply to retail marijuana stores and retail marijuana social clubs and retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities and retail marijuana testing facilities, as those terms are defined by the Act, codified at 7 M.R.S.A. §§ 2442 (36), (38), (39), (40) (41), that may be proposed to be located within the Town on or after the ____ (date) applicability date of this Ordinance; and

BE IT FURTHER ORDAINED, that notwithstanding the provisions of 1 M.R.S.A. § 302 or any other law to the contrary, this Ordinance, when enacted, shall govern any proposed retail marijuana establishments or retail marijuana stores or retail marijuana social clubs for which an application for a building permit, Certificate of Occupancy, site plan or any other required approval has not been submitted to and granted final approval by the Code Enforcement Officer, Planning Board or other Municipal official or board prior to the applicability date of this Ordinance; and

BE IT FURTHER ORDAINED, that no person or organization shall develop or operate a retail marijuana establishment or retail marijuana store or retail marijuana social club within the Town on or after the effective date of this Ordinance without complying with whatever ordinance amendment or amendments the town council may enact as a result of this Moratorium Ordinance; and

BE IT FURTHER ORDAINED, that during the time this Moratorium Ordinance is in effect, no officer, official, employee, office, administrative board or agency of the Town shall accept, process, approve, deny, or in any other way act upon any application for a license, building permit or any other type of land use approval or permit and/or any other permits or licenses related to a retail marijuana establishment or retail marijuana stores or retail marijuana social club; and

BE IT FURTHER ORDAINED, that those provisions of the Town's ordinances that are inconsistent or conflicting with the provisions of this Ordinance, are hereby repealed to the extent that they are applicable for the duration of the moratorium hereby ordained, and as it may be extended as permitted by law, but not otherwise; and

BE IT FURTHER ORDAINED, that if retail marijuana establishments or retail marijuana stores or retail marijuana social clubs are established in violation of this Ordinance, each day of any continuing violation shall constitute a separate violation of this Ordinance, and the Town shall be entitled to all rights available to it in law and equity, including, but not limited to, fines and penalties, injunctive relief, and its reasonable attorney's fees and costs in prosecuting any such violations; and

BE IT FURTHER ORDAINED, that should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be invalid, such a declaration shall not invalidate any other section or provision.

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

ORDINANCE – CHAPTER 46 STREET ACCEPTANCE STANDARDS AMENDMENT

Introduction

INTRODUCTION: Mrs. Paradis, the Planning Board Vice Chairman, explained the street acceptance standards and the standards in the subdivision ordinance were not consistent and that the Planning Board recommends the Council amend the street acceptance ordinance to allow 24 feet streets instead of 30 feet. She said most of the subdivision streets in town were 24 feet wide. She said the Fire and Police Departments have no issues with 24 feet. It was suggested that the “town highway department” be corrected to say the “Lisbon Public Works Department”.

COUNCILOR COMMENTS: Councilor Albert asked about drainage issues. He asked whether the Public Works Director would sign off on it if there were issues with the street or road. Councilor Kolbe asked if there were written procedures dealing with drainage or whether this would be done by opinion of the Public Works Director at his/her discretion. Council Lunt reviewed the references to Section 66-147 and then asked if the deleted sections here were referenced perhaps in Chapter 66 Article III Division 3. There being no way to confirm that the deleted sections were referenced elsewhere, the Council unanimously agreed to move this item to the next agenda to allow the Council and Planning Board further time to review.

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. Water Commission: Councilor Crawford indicated the Water Commissioners will hold a workshop on March 27 at 5:30 p.m. to discuss establishing a memorial in honor of William Bauer. Their next regular meeting will be on April 10 at 5:00 p.m.
2. LDC: Councilor Albert said he was having trouble attending these meetings due to scheduling conflicts. He asked Mrs. Paradis to update the Council on their activities. Mrs. Paradis mentioned they recently toured the town taking pictures of items like signs that may need to be replaced and so on. She said they meet to review 5 Façade Grant Applications and have approved two more which should be coming to the Council soon. She said they were busy dealing with the bids for the downtown projects right now.
3. Conservation Commission: Councilor Lunt said he was having trouble attending these meetings due to scheduling conflicts.
4. Recreation: Councilor Kolbe indicated there was nothing new to report.
5. County Budget: Councilor Ward indicated there was nothing new to report.
6. Library: Councilor Lunt said there had been a hold placed on Diane’s transition over to the new system because the state is a little behind schedule doing its part.

B. TOWN MANAGER’S REPORT

Mrs. Barnes said she was working on union negotiations for the bargaining unit. She reported progress with the USDA Rural Development grant application for the Sewer Department upgrades. She thanked the Public Works staff for all their hard work last week dealing with 22” of snow. She commended the crew at the Moxie Store for moving forward and making improvements.

C. 2017-2018 MUNICIPAL BUDGET PRESENTATION

Mrs. Barnes presented the first draft of the FY 17-18 Municipal and Waste Water expenditure budgets for Council review. She indicated the proposed budget for municipal services was designed to fund our operational needs and start a capital improvement reserve account for future expenditures. She said this budget maintains the current

level of service being provided. She thanked the Department Heads and staff for their involvement in preparing this document. She reported the estimated FY 17-18 revenues will be presented in final form later.

Mrs. Barnes reported that 2016-2017 has been an extremely demanding and busy year. She pointed out how the Town Council and Department Heads have worked diligently together to ensure the smooth operation of municipal government. These efforts enabled us to provide the best service to the best of our ability at the most reasonable cost to the taxpayers. Although our municipal services are used to their maximum, non-controllable costs for some goods and services continue to escalate, causing our budget requests to react in-kind. She mentioned increases have been proposed only when necessary to keep pace with those non-controllable cost items that are critical to the delivery of our service.

Mrs. Barnes mentioned that Lisbon has been fortunate to benefit from a steady increase in motor vehicle excise tax; a trend she sees continuing through FY 17-18. Excise tax is the major revenue source after property tax revenue. Property tax collections are up slightly from the previous year. For the first time in many years, the Town's real estate portfolio consists of only two acquired properties.

Mrs. Barnes explained that revenues for FY 17-18 are expected to increase slightly due to a forecasted increase in State Municipal Revenue Sharing, along with the continued growth in excise tax revenue.

Mrs. Barnes said the Municipal budget, excluding the County Tax and the local contribution to the School Department, totals \$9,517,004 for an increase of \$1,530,577 or 19.2% over the current FY budget of approximately \$7,986,427. The Town's share of the County budget has an increase of \$35,524.00 over the current FY budget. She pointed out that wages and benefits presented total \$5,021,278 comprising 52.8% of the budget. The total wage increase is \$129,014 and the total benefit increase is \$191,896. A 2% cost of living adjustment in the amount of \$53,731 and minimum wage increases have been included in the calculation of next year's personal services budget. A 9% cost increase in the health insurance premiums has been factored into the assumptions beginning January 1, 2018.

Mrs. Barnes reported the town will be negotiating new collective bargaining agreements for the Police union employees effective July 1, 2017. Included in this year's budget are funds to be set aside in a capital improvement reserve account for operational needs and future planning. Parks and Recreation departments have been combined into one operating department and as the town migrates to the new software, these departments will be renamed "Parks and Recreation".

Mrs. Barnes highlighted some significant increases, which included the following:

Technology:	Service & Software	\$ 25,545
	Computer Equipment	50,000 (Capital Improvement)
Town Buildings:	Buildings	20,000 (Capital Improvement)
Town Clerk	Capital Improvements	30,000 (Capital Improvement)
Police Department:	Restored Police Lieutenant	102,412 (Salary & Benefits)
	Motor Vehicles	35,000 (Capital Improvement)
	Capital Improvements	33,500 (Capital Improvement)
Fire Department	Capital Projects Reserve	75,000 (Capital Improvement)
Public Works:	Equipment	332,500 (Capital Improvement)
	Heavy Machinery	40,000 (Capital Improvement)
Public Works Winter	Contracted Services	50,000 (Winter Sidewalk)
	Buildings	250,000 (Capital Improvement)
Solid Waste	Capital Improvements	30,000 (Capital Improvement)
Recreation Dept.	Playground	20,000 (Capital Improvement)
Debt Service Lease	Agreements	81,838
Capital Outlay Bonds		174,611

Mrs. Barnes explained that there were a few unknown cost drivers yet to bring to resolution, but so far she had estimated a 5% increase to the Town general insurance accounts as a placeholder.

Mrs. Barnes said Lisbon's unassigned fund balance of \$2,755,162 has improved over last year. It is essential that the Town maintain adequate levels of unassigned fund balance to mitigate financial risks that can occur from unforeseen revenue fluctuations and unanticipated expenditures. The fund balance also provides cash flow for the Town's general operations which will reduce the Town's need for a Tax Anticipation Note and the interest and

borrowing costs associated with the note. The Council strives to maintain an appropriate level of unassigned fund balance. However, if the Council chooses to use a portion of the unassigned, I would recommend its use for non-recurring capital costs.

D. DEPARTMENT HEAD WRITTEN REPORTS

Councilor Ward asked about the town report. Mrs. Lycette said it was coming along nicely, proofing will be completed next week, and then it should go out to bid. It should be ready to distribute in a few weeks.

Councilor Ward mentioned that Captain Rob Lerette from the Fire Department stepped down. He thanked Captain Lerette for his contributions to the community pointing out these volunteer positions take time away from our families. He congratulated Eric Watson for stepping up to fill the position as Captain and thanked him.

Councilor commended Communications Officers Blake and White for their part in the successful rescue of three fishermen, without injury to any person involved. Each was recognized at the American Red Cross annual awards breakfast in Lewiston on March 14. Lisbon is very proud of them.

Council Ward requested Mrs. Colston present updated financial reports to the Council at their next meeting. He wanted to see what were our brightest spots and where are our challenges since eight months have already gone by this fiscal year.

AUDIENCE PARTICIPATION FOR NEW ITEMS - NONE

COUNCILOR COMMUNICATIONS

Councilor Ward said he just received notice that Lisbon had won the game tonight so they will be going to Winslow High School on Thursday.

Councilor Albert commended Lisbon Emergency and Lisbon personnel involved with his daughter's recent need for help. He indicated his wife was in route to the hospital when his daughter's condition changed forcing them to stop at the Fire Station on their way. It's so nice to know and experience just how quickly they respond. They provided great service and it was very much appreciated.

APPOINTMENTS

REGISTRAR OF VOTERS

VOTE (2017-68) Councilor Brunelle, seconded by Councilor Albert moved to appoint Twila D. Lycette Lisbon's Registrar of Voters for another two-year term and until a successor is appointed. **Order passed - Vote 6-0.**

EXECUTIVE SESSION

VOTE (2017-69) Councilor Kolbe, seconded by Councilor Lunt moved to go into Executive Session at 8:06 p.m. per 1 MRSA Section 405 (6) (D) Labor Negotiations and 405 (6) (E) Consultations with Legal Counsel. **Order passed - Vote 6-0.**

Councilor Ward announced there would not likely be a motion made when they came out of executive session. The Council Recorder was dismissed.

ADJOURNMENT

VOTE (2017-70) Councilor Albert, seconded by Councilor Kolbe moved to adjourn at 9:25 p.m. **Order passed - Vote 6-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: April 4, 2017