



## **TOWN COUNCIL MEETING MINUTES NOVEMBER 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 meeting to order and led the pledge of allegiance to the flag at 7:00 PM.

**ROLL CALL.** Members present were Councilors Ward, Albert, Brunelle, Lunt, and Crawford. Councilor Kolbe was excused. Councilor Crafts was absent. Also present were Diane Barnes, Town Manager; Rick Green, Superintendent of Schools; Traci Austin, School Committee Chair; Haley McCrater, School Bookkeeper; Nate LeClair, Deputy Fire Chief; and approximately 3 citizens in the audience.

### **GOOD NEWS & RECOGNITION**

Ross Cunningham from Positive Change Lisbon thanked the Council for their support. He thanked Mrs. Barnes for being a pumpkin judge at the Harvest Festival this year. He said the Police Chief, Officer Bernard, a fireman, and the Vice Principle for the Elementary School participated in the pie eating contest. He said the Harvest Festival was a success. He reported they joined DARE and the Recreation Department this year to hand out over 800 hot dogs on Halloween, which was another plus for the community. The non-profits that night raised over \$1,200 in town. He announced the Very Merry Main Street Event which will be held on December 2 at MTM with Santa lightening the Christmas tree. He invited everyone to go listen to the carolers and to join in the fun.

### **PUBLIC HEARING**

#### **AMENDMENT TO CHAPTER 50 SECTION 48 – MUNICIPAL PARKING LOTS**

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 (2017-287)** Councilor Lunt, seconded by Councilor Crawford moved to approve the Municipal Accounts Payable & Payroll Warrant #56 for \$11,087.18, #57 for \$173,614.50, #58 for \$17,050.09, #59 for \$289,634.35, the School Accounts Payable & Payroll Warrants #13 for \$2,276.10, #1026 for \$329,678.15, #1027 for \$13,582.41, #1028 for \$336,895.81, #1809 for \$116,610.37, and to set the following public hearing on December 5 for Huston's Auto Salvage and Campbell's Used Auto Part for Automobile Graveyard Permits, and one for the Slovak Catholic Association's Entertainment Permit. **Order passed - Vote 5-0.**

### **COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS**

#### **AUDIT PRESENTATION**

**INTRODUCTION:** Ron Smith from RHR Smith & Company presented the draft audit for Council's review. He indicated they had met with management from the town and school back in the spring and learned that they wanted this audit expedited. He said they listened and looked forward to having many conversations with the town and school. He said there were a couple of things still to finish up on the school side, which he expected by December 11 would be finalized for a presentation to the school committee.

Mr. Smith pointed out the management letter covering best practice matters and some of the common problems had been condense from nine pages last year to a page letter this year. He said the town and school responded to the letter last year and worked very closely with RHR Smith and Company to resolve these issues. He assured the public that they take their jobs and positions seriously. He pointed out that people (Council and School Committee) are working collaborative together getting timely accurate information so timely accurate decisions are being made. He said this is the first time that they have been able to get Lisbon's financial statement ready 3½ months prior to the end of the year. He said this town is in good financial condition. The undesignated fund balance was about \$3.3 million dollars based on some various council resolutions, using about \$621,000 to fund some specific needs (infrastructure, snow plows, etc), and even after taking those into consideration Lisbon's fund balance is right back where it started last year at this time. He said that is remarkable. He said kudos to the town for being able to do that, and the town still has been able to set aside \$400,000 for specific purposes outlined in their report.

Mr. Smith reported our property tax collection rate at 99%. He explained the excise tax and other revenues coming into the town exceeded our projections to the point where we were returning this money, plus expenses. He said this tells them that the officials in Lisbon understand their business. It's nice to be able to say to residents that we are getting better every day, we understand where we were, we were working to address these problems, and that the communication between the town and school is certainly improving. He reported the town and school were certainly in a financially healthy situation.

**COUNCILOR COMMENTS:** Councilor Ward said he was grateful to see the drop in the number of things that needed attention since last year. He said he liked seeing these figures, and especially now since they are going into the budget season. He said he was pleased with the energy moving forward, and thanked Mr. Smith for presenting the information.

#### AWARD BID FOR DISPOSITON OF FIRE DEPARTMENT TRUCK

**INTRODUCTION:** The following bids for the purchase of a 1975 Ford 8000 Tanker were received and publicly opened:

James O'Halloram 537 Airline Rd. Amherst, ME 04605	\$7,557.00
Longchamps & Sons, Inc. 15 Lisbon Street Lisbon, ME 04250	\$ 501.00
Dingee Machine Co. 195 NH Route 120 Cornish, NH 03745	\$4,125.00
George W. Sheets	\$4,001.99
David Richardson Excavating & Sales P.O. Box 78 North Turner, ME 04266	\$3,801.00
Bark Brothers P.O. Box 7 Lisbon Falls, ME 04252	\$2,500.00
David Harris	\$3,057.00

**VOTE (2017-289)** Councilor Brunelle, seconded by Councilor Albert moved to award the bid to James O'Halloran in the amount of \$7,557 and deposit the revenue in the Fire Truck reserve account. **Order passed – Vote 5-0.**

## FIRE PREVENTION TRAILER

**INTRODUCTION:** Deputy Chief LeClair explained that when the Fire Department was getting the Fire Prevention Trailer ready for use this year, they learned that the Trailer had some issues. They found the floor in front of one of the doors had rot and they also found some mold. The trailer was evaluated by Coastal RV in Topsham. They found that 3 out of the 4 floor corners were bad and the roof needed extensive work. They would not give an exact price, but said it could cost between \$10,000 and \$15,000 to repair.

Deputy Chief LeClair said this trailer was obtained through a grant to provide fire prevention education to the community. Over the past few years, the department hasn't been using it. The trailer has been loaned out to other fire departments more than Lisbon has used it.

Deputy Chief LeClair said we don't believe that it's worth spending the money to repair it, for such limited use and recommend that Lisbon offer it to one of the departments that has been regularly using it since this was obtained through a grant, the town would not be out anything if we gave it away. He said if no one wants to take it on, then Lisbon should dispose of it. We wouldn't feel comfortable selling it with the known structural and mold issues.

**VOTE (2017-290)** Councilor Brunelle, seconded by Councilor Lunt moved to authorize the Deputy Fire Chief to dispose of the Fire Prevention Trailer. **Order passed - Vote 5-0.**

## OTHER BUSINESS

### A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said he had nothing to report.
2. Planning: Councilor Ward said the Planning Board is working on compiling the Comprehensive Plan's list of inventory. They will be soliciting information from larger scale property owners and tapping into other areas (PCL, etc.) to help develop this plan. They plan to talk with the School, Fire, and Water Departments, as well. They also met with each department head.
3. Water Commission: Councilor Crawford said the Superintendent of the Water Department is here. Mr. Alexander spoke about the recent water Department's brown water issue and covered the procedures they plan to use for flushing and water treatments.
4. LDC: Councilor Albert said LDC will be moving forward with something soon.
5. Conservation Commission: Councilor Lunt said he had nothing to report.
6. Recreation: Councilor Ward said Council Kolbe sent him her report. She reported they meet Monday to discuss a \$1,000 donation and the grant for the refrigerator.
7. County Budget: Councilor Ward reported the Androscoggin County Budget Committee gave its final approval so they are done.
8. Library: Councilor Lunt said he had nothing to report.

### B. TOWN MANAGER'S REPORT

Mrs. Barnes said as of December 12, 2017 Spectrum Cable will no longer carry our local channel 7. Spectrum bought Time Warner so our channel 7 will be carried on their channel 1302. Great Falls will be running ads on TV to inform customers of this change. We are doing our part to get the word out.

### C. FINANCE DIRECTOR'S REPORT

Mrs. Colston said revenues are up. Excise tax is still coming in very well. She said expenses are on target and that there were no concerns at this time.

### D. WILLIAM ALEXANDER, SUPERINTEND OF THE LISBON WATER DEPARTMENT *Item Taken Up Under Committee Reports*

Mr. Alexander reported on the brown water issues in town, and specifically how it came to be and what the Water Department is doing to correct it. He said the brown water is the insoluble iron that comes from the unlined cast iron pipes in the system and the water from the filter plant. The filter plant doesn't remove all the iron from the water, but it lowers it to below the maximum containment level established by EPA. He said over time that will settle to the bottom of the water-mains and collect there.

Mr. Alexander reported that there were three factors that contribute to brown water in the system. The first factor is the Moody Filter Plant, which was built in 2006 to remove iron and arsenic. To get more information they did additional samplings in the field and at the plant. He reported the iron breakthrough was found to be occurring at the plant. To improve the iron removal at the plant, they lowered the filter backwash intervals. By shortening them they will be cleaning themselves more frequently. They optimized the chemical feed and sodium hypochlorite was used for disinfection purposes and to oxidize the iron in the water. They used the sodium hypochlorite to change the iron from a soluble to an insoluble state prior to the media, rather than being oxidized within the media. He said they washed the support gravel just a few months ago and got anthracites to further polish the water. This puts Lisbon's water well below the necessary numbers; actually the numbers are very low right now. He said they did a core sample from each one of the filters, which they sent out for an analysis. He said what they found out was that the media was fouled by iron, which is caused by the iron being oxidized within the filter bed and not prior to it. He reported this media is scheduled to be replaced in 2018.

Mr. Alexander explained the second contributing factor is the lack of a corrosion control product. The staff indicated they had been adding polyphosphate to the water prior to the construction of the treatment plant in 2006. Polyphosphates are added to the water to sequester iron, to essentially keep it into solution so that the chlorine and other factors will not oxidize the iron so it passes right through the laundry and everything else so you don't see it. The termination of polyphosphate even though it is primarily to sequester iron, it provide a limited amount of protection to the pipes in the system although it is not the primary function, it helps a little. When that was taken offline, the water in Lisbon is mildly corrosive and it attacks the walls of the pipes, overtime and in particular on dead ends and low velocity conditions it accumulates to the point when there is any type of fire, event, water main break, or flushing, it lifts it and that's when you will see the brown water in the system.

In 2016 the Water Department hired Wright & Pierce to conduct a corrosion study as it relates to lead and copper. The lead and copper samplings are required to be done every three years. Three years ago they reach the maximum contaminant level, and this year we came close to that maximum contaminant level, but Lisbon was not over the limit so we are in good shape. Wright & Pierce recommended adding an orthophosphate to the water that will place platelets on the inside of the water line and prevents the water from coming in contact with the pipe that gives you a level of protection for cast iron, galvanized, copper pipes. He said the engineering in that study for this project came in just under \$25,000 for the design of this project. To save money the Water Department can do some of the project themselves, which they plan to do mid to late spring this year. After that Lisbon residents should see some improvement.

Mr. Alexander reported the Water Department will be changing their flushing program this year to in directional flushing. This will assure that proper velocity is achieved and which uses less water and targets a specific water line. The other way you would be pulling water from multiple directions at lower velocity. Conventional flushing has not been effective enough over the years to achieve the desired results so it has continued to accumulate overtime. The in directional flushing will begin Tuesday and Wednesday next week. He will get the word out on social media so residents will know which streets we are working on so residents can protect their laundry. He said he expected improvement overtime.

#### E. DEPARTMENT HEAD WRITTEN REPORTS

Councilor Ward thanked Deputy Chief LeClair for keeping our Fire Department on task.

### **AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS-NONE**

#### **APPOINTMENTS**

#### **ZONING BOARD OF APPEALS**

**VOTE (2017-291)** Councilor Albert, seconded by Councilor Crawford moved to accept Fern Larochelle's resignation on the Zoning Board of Appeals effective December 5 when he will be sworn in as Councilor. **Order passed - Vote 5-0.**

#### **ETHICS PANEL**

**INTRODUCTION:** Ross Cunningham said he was appointed in October to the School Committee so he would not be able to continue his membership on the Ethic Panel.

**VOTE (2017-292)** Councilor Albert, seconded by Councilor Lunt moved to accept Ross Cunningham's resignation from the Ethics Panel. **Order passed - Vote 5-0.**

## COUNCILOR COMMUNICATIONS

Councilor Ward indicated the next meeting will be the Council's organizational meeting. He asked Councilors to prepare a list of goals to review and to look over the Council's Working Rules. They will be going over the liaison preferences for committees and boards, as well.

## EXECUTIVE SESSION

**VOTE (2017-293A)** Councilor Albert, seconded by Councilor Crawford moved to go into Executive Session at 7:46 PM Per 1 MRSA Section 405(6) (C) Acquisition of Real Property or Economic Development. **Order passed – Vote 5-0.**

The Council came out of executive session at 8:06 PM and resumed the meeting.

**VOTE (2017-293B)** Councilor Lunt, seconded by Councilor Brunelle made a motion to amend the RLF Policy and Guidelines for the Small Loans from (\$1,000-\$15,000) to (\$1,000-\$20,000) and have the Economic Development Director work with the Loan Advisory Committee on revising the Application for Financing. **Order passed - Vote 5-0.**

**VOTE (2017-293C)** Councilor Albert, seconded by Councilor Crawford made a motion to loan \$18,000 with a 7-year term at an interest rate of 5% from the RLF Small Loan pool to Theresa Marstaller and Amanda Stevens d/b/a The Hair Loft. **Order passed - Vote 5-0.**

## ADJOURNMENT

**VOTE (2017-294)** Councilor Brunelle, seconded by Councilor Albert moved to adjourn at 8:07 PM. **Order passed - Vote 5-0.**

---

Twila D. Lycette, Council Secretary  
Town Clerk, Lifetime CCM/MMC  
Date Approved December 5, 2017