



TOWN COUNCIL MEETING MINUTES JULY 19, 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, turned the meeting over to Normand Albert and Councilor Albert 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, Metivier, Albert, Kolbe, and Ward. Councilor Crafts was excused. Also present were Diane Barnes, Town Manager; Ryan Leighton, Public Works Director; Ed Karass, Finance Director; Dennis Douglass, Code Enforcement Officer/Health Officer; Sergeant Ryan McGee, Police Department; and approximately 15 citizens in the audience.

CHAIR ANNOUNCEMENT

Councilor Bickford said he would be inviting Councilors to take turns running these meetings. This way each would have some experience with it so for the next few meetings in alphabetical order those interested will run the meeting.

GOOD NEWS AND RECOGNITION

Councilor Kolbe asked to suspend the rules to add an item to the agenda. Seeing no objections, she read the following Resolution recognizing Law Enforcement Officers:

RESOLUTION SUPPORTING, RECOGNIZING, AND HONORING THE SERVICES OF LAW ENFORCEMENT OFFICERS

WHEREAS, In light of recent events throughout our nation directed toward law enforcement by many who have demonstrated a reckless disregard for the lives and safety of law enforcement officers;

WHEREAS, From responding to emergencies, investigating or monitoring criminals to providing a visible presence to deter crime and reassure the community, law enforcement officers maintain stability in our communities, resulting in a more secure nation; and

WHEREAS, Law enforcement officer in Lisbon, in the State of Maine and throughout the nation are routinely called upon to serve and protect their fellow citizens by responding to unspeakable events and acting heroically to save the lives of others;

WHEREAS, In addition to the physical dangers officers must deal with, they must always be ready for the unknown. Officers need to remain vigilant and prepared for any circumstance that develops. Rarely does an officer have time to fully prepare for the emergency call for service. They must constantly adapt to the demands of an ever-changing environment by relying on their training and making split second decisions based on developing situations.

WHEREAS, It is necessary for public officials and our citizens to support our law enforcement officers who face a multitude of dangers in their everyday duties to "serve and protect".

NOW, THEREFORE, BE IT RESOLVED by the Lisbon Town Council of the Town of Lisbon in the County of Androscoggin, in the State of Maine, that they declare their support, recognize and honor the men and women who serve as law enforcement officers, for their

difficult and sometimes impossible job to protect all and for their distinctive service and dedicated efforts, earning our highest respect and deepest gratitude for upholding justice in Lisbon, in the State of Maine, and in this nation.

VOTE (2016-160A) Councilor Metivier, seconded by Councilor Bickford moved to adopt the Resolution supporting, recognizing, and honoring the services of Law Enforcement Officers above. **Resolution passed 6-0.**

Councilor Albert mentioned the 12 and under Babe Ruth baseball league fought a good fight this past weekend with an 8-7 loss, but they gave it their all, which made us feel proud of them.

PUBLIC HEARINGS

A. YARD SALE ORDINANCE

Councilor Albert opened the public hearing. Donald Fellows from the Planning Board explained that these rules were crafted to protect the public, deal with parking, and residents who continue to hold these on a regular basis. He added that it covers Used Merchandise Sales as well.

Nancy Sanborn said she was offered space on Route 196 to sell used merchandise, that all the profit goes to charity, and that many individuals donate the items she sells. She explained what her charities, Feed the Poor and Voice of the martyrs, do with these funds. They provide food, sometimes build tiny homes, build orphanages, dig wells, provide medical care, and so on. They help fathers whose children have been abducted, mothers who have lost husbands, widows, and children. She said she understands that others are concerned about accidents, however long before the yard sales this spot was a vegetable stand and to date there have been no accidents right there. The sale of these items helps a lot and it strictly benefits those in need. She said we have so much here at home, for which she is thankful for, but that she has a passion to help others wherever there is a need and hoped that she would be allowed to continue.

Sergeant McGee indicated he could not think of any accidents at this spot. He mentioned other areas on Route 196 where numerous accidents have happened.

Councilor Metivier mentioned that this property has recently been sold so her time there may be limited anyway. He and his wife contribute and believe in her cause. Seeing no further comments, Councilor Albert closed the public hearing.

YARD SALE ORDINANCE

(Second Reading)

Item taken out of order

VOTE (2016-170) Councilor Ward moved to strike “except sec 70-615 (b) (2) and (5) in section 6 and then adopt the Yard Sale Ordinance attached giving the discretion to the Town Manager to manage (b) (2) and (5) as follows:

Chapter 70-1 Definitions

Yard Sale – includes a garage, barn, deck, lawn, or porch sale, or similar sale of personal property lasting no longer than four (4) days or any fraction thereof during any consecutive 7-day period and occurring three (3) or fewer times in any calendar year.

Used Merchandise Sale (Extended Yard Sale) – includes a garage, barn, deck, lawn or porch sale, or similar sale of personal property, that does not meet the definitions of a Yard Sale. A Used Merchandise Sale shall not include flea markets or licensed businesses operating for sale of used or repurposed items.

Section 70-615 Special Sale Activities

- (a) **Yard Sales** – Yard Sales do not require a permit. Yard Sales may not be operated in the industrial district.
- (b) **Used Merchandise Sales** – Used Merchandise Sales shall meet the following requirements:
 - 1. Shall be operated only during the period of April 1 through November 30.
 - 2. Before commencing a Used Merchandise Sale, the operator must obtain a permit from the Code Enforcement Officer and pay a fee equal to ¼ of the permit fee required of outdoor flea markets. No fees shall be required of organizations documented as tax-exempt under section 501(c) (3) of the US Internal Revenue Code and shall be so indicated on the issued permit.
 - 3. May only be held once per calendar year.
 - 4. May last no longer than 40 individual full or partial days running consecutively. If the Used Merchandise Sale has been previously operated as a Yard Sale during the same calendar year, this time shall be reduced by any full or partial days the Yard Sale operated in violation of this ordinance. The reduced amount of time shall be delineated on the issued permit.
 - 5. Must have off street parking as defined in section 70-661 (a) – (d) and (g) and meet safety requirements consistent with established public safety standards as determined by the Code Enforcement Officer.
 - 6. The Town Council, upon the recommendation of the Town Manager, may grant an exemption to an operator that will conduct a Used Merchandise Sale on a limited basis from any or all of the requirements of this section, ~~except Section 70-615 (b) (2) and (5).~~
 - 7. Violations of the provisions of any permit will be cause for immediate revocation of said permit.
- (c) **Signage** – All signage for “Yard Sales” and “used Merchandise Sales” must be placed in accordance with the requirements of Section 70-715(k), 716(5), and 720 of this chapter, however, in addition, all signage must be removed at the termination of the event.

Roll Call Vote: Yeas – Albert, Metivier, Ward, Bickford, and Brunelle. Nays - Kolbe. Order passed 5-1.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2016-160B) Councilor Kolbe, seconded by Councilor Bickford moved to approve the minutes of July 5, 2016 and an Off Premise Catering Permit for the Slovak Catholic Association's Annual Picnic. **Order passed – Vote 6-0.**

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

FORFEITURE FUNDS – TASER PURCHASE

INTRODUCTION: Currently, the Police Department has (2) X-2 Tasers with attached cameras. There are many instances where shift overlap will cause an on-duty officer to work without a Taser at their disposal. Additionally, there are times like anything else when the Taser is "down" due to mechanical failure and has to be shipped back to Taser for repairs. This process can take weeks. This leaves uniformed officers with only one working Taser to be shared.

Mrs. Barnes indicated she had intended on recommending this anyway, however after the recent tragic events in the law enforcement field, she urged pursuing this sooner than later.

Mrs. Barnes suggested purchasing (1) additional X2 Taser with camera out of the Drug Forfeiture account from Taser International for the total price of \$2051.93. Taser International is the sole vendor for the X-2 Taser. The current balance of the drug forfeiture account is \$20,282.06.

VOTE (2016-161) Councilor Brunelle, seconded by Councilor Metivier moved to authorize the expenditure of \$2,051.93 from the forfeiture account for the purchase of an X2 Taser with camera from Taser International. **Order passed - Vote 6-0.**

LOADER BOND

INTRODUCTION: As part of the 2016-2017 Budget discussions the Council discussed the need to replace the 1999 Case Loader currently in service at the Lisbon Transfer and Recycling Center. As in years past the new loader would be used at the Public Works Department and the current loader would shift to the Solid Waste Department. The budget estimate we received for a new loader is approximately \$150,000 and as a result we are requesting permission to move forward with the process to include a \$150,000 Loader Bond Referendum question on the November ballot.

VOTE (2016-162) Councilor Brunelle, seconded by Councilor Kolbe moved to authorize the Town Manager to engage with bond counsel. **Order passed - Vote 6-0.**

ROAD BOND

INTRODUCTION: As part of the 2016-2017 Budget discussions, more specifically road work the Council discussed the need to repair Bowdoinham Road, Gould Road, and Summer Street and based on the cost estimates to reclaim and pave these roads each project would require voter approval. As a result we discussed combining the three projects in to one bond referendum in the amount of \$1,500,000. Each individual project was estimated as follows:

Bowdoinham Road	-	\$676,039
Gould Road	-	\$277,726
Summer Street	-	\$252,855

The total of these three projects based on the estimates for reclaiming and paving only is \$1,206,620. We are asking for \$1,500,000 to provide flexibility based on the actual prices we receive as well as the anticipation of doing tree removals, ditching, culvert replacements, and consultant engineering services to determine a fix for the portion of Summer Street on the Route 196 end which is sagging towards the Sewer Treatment Plant access road. We request permission to move forward with the rehab process to include a \$1,500,000 Road Bond Referendum question on the November ballot.

VOTE (2016-163) Councilor Brunelle, seconded by Councilor Kolbe moved to authorize the Town Manager to engage with bond counsel. **Order passed - Vote 6-0.**

PUBLIC WORKS CAB & CHASSIS

INTRODUCTION: We Attached please find the RFP sent to the following vendors as well as advertised on the Town's website seeking bids for a 2017 Heavy Duty Cab and Chassis:

Freightliner and Western Star of Maine, Inc.	Howard P. Fairfield
Morrison & Sylvester, Inc.	New England Kenworth
O'Connor Trucks	Portland North Truck Center
Rowe Truck Center	W.A. Messer
Weirs Motor Sales, Inc.	Whited Truck Center

We received the following bids:

Freightliner and Western Star of Maine, Inc.	-	\$81,872
Morrison & Sylvester, Inc. - Navistar Motor	-	\$86,390
Morrison & Sylvester, Inc. - Cummins Motor	-	\$85,895
New England Kenworth	-	\$88,354
O'Connor Trucks	-	\$84,322

Whited Truck Center

-

\$85,067

Mr. Leighton said based on a review of the bids we recommend awarding the bid to Freightliner and Western Star of Maine, Inc., but leave the award amount as not to exceed \$90,000 to allow the town the flexibility to discuss an extended warranty and other minor items that were not picked up on when reviewing the bid specs. One of the items is very simple, like the tilt steering and telescoping steering column. Not in the bid spec, but was in the last truck and a must have and minor add on. Councilor Brunelle said this helps with different size employees so it's adjustable.

Mrs. Barnes said this will be a two-part motion; to award the bid to Freightliner and Western Star of Maine in the amount of \$81,872 but allow staff to seek financing not to exceed the \$90,000 so Mr. Leighton can purchase the minor add-ons.

COUNCILOR COMMENTS: Councilor Ward asked about the warranty. Mr. Leighton said it should be around \$5,000 for a 5-year warranty, which is what the town did with the recently purchased sewer truck.

VOTE (2016-164A) Councilor Kolbe, seconded by Councilor Bickford moved to Award the bid for a 2017 Heavy Duty Cab and Chassis to Freightliner and Western Star of Maine, Inc. in an amount not to exceed \$81,872.00. **Order passed - Vote 6-0.**

VOTE (2016-164B) Councilor Metivier, seconded by Councilor Albert moved the following Resolution:

BE IT HEREBY RESOLVED by the Town Council that The Town of Lisbon is hereby authorized to lease purchase or borrow up to the aggregate principal amount not to exceed \$90,000 at a tax-exempt interest rate not to exceed the current market at the time of the execution of the agreement; the term of the agreement may not exceed seven (7) years. The Finance Director/Treasurer may execute a Promissory Note and related lease-purchase (loan) documents to a qualified lender, for the acquisition of a 2017 Freightliner 108-SD from FTL and WS of Maine, the bid for which was awarded by vote of the Lisbon Town Council on Council Order 2016-164 on July 19, 2016. The Finance Director/Treasurer is authorized to execute and deliver the Promissory Note and related lease purchase or loan documents along with an Essential Use Certificate.

Resolution passed - Vote 6-0.

VOTE (2016-164C) Councilor Ward, seconded by Councilor Metivier moved to have Mr. Leighton go out to bid for the body installation on the truck once it is done to allow the town to get that RFP started to go out to bid to get the dump body swapped from the truck that we are taking out of service to the new cab and chassis once the town takes delivery of that. **Order passed 6-0.**

SALE OF TOWN PROPERTY - CULVERTS

INTRODUCTION: The town recently received a request from a Lisbon resident to obtain one of the old culverts removed from Moody Road. The culvert is currently stored at Public Works until it is disposed of for scrap metal value. Mr. Leighton requested permission to allow the citizen to remove the culvert from public works and pay the scrap metal fee based on the current scrap rates. He said the culvert will be weighed in advance to determine the value. Mrs. Barnes said she would have that person pay the town first so that it's their property when they move it.

VOTE (2016-165) Councilor Bickford, seconded by Councilor Kolbe moved to authorize the sale and removal of a culvert from public works at the current scrap rate. **Order passed - Vote 6-0.**

PERSONNEL POLICY AMENDMENTS

INTRODUCTION: Mrs. Barnes presented amendments to sections 90-4 Employment, 90-15.5 Pay periods, 90-22 Vacation leave, 90-33 Health Insurance, and 90-34 Retirement; flexible pretax benefits, social security.

90-4 Employment - the current policy states we will provide applicants a copy of the background check however, InforME does not allow the Town to give out copies of the backgrounds checks because they are generated at no cost to the Town. The policy has been updated to reflect this change.

90-15.5 Pay periods - the town has moved to direct deposit and cannot guarantee the deposit is made by 11:30 a.m., the current labor laws dictate that all hours worked are paid within 16-days of hours worked so all employees who were being paid quarterly will be paid on a bi-weekly basis, and corrections cannot be made within 24 hours due to the time it takes to process a payroll correction and transmit ACH files to the bank for processing so we have changed the language to reflect the current actions taken in these instances.

90-22 Vacation leave - amended to allow the Town Manager to allow exceptions to the maximum carry over limit when an employee was unable to use vacation time for reasons beyond the employee's control.

90-33 Health insurance - amended to reflect the current administration of the health insurance buy-out incentive to bi-weekly payments versus bi-annual payments. This change was made because there were several instances when employees left employment of the town and made the collection of the pre-paid benefit a hardship on the town and employee. Paying the benefit on a bi-weekly basis pays the benefit as earned and eliminates the issue.

90-34 Retirement; flexible pretax benefits, social security - The last amendment to the personnel policy included the recommended language from MainePERS which is in conflict with the Town's eligibility requirements for retirement benefits. The proposed amendment replaces the MainePERS requirements with the Town's.

VOTE (2016-166) Councilor Bickford, seconded by Councilor Kolbe moved to amend Sections 90-4 Employment, 90-15.5 Pay periods, 90-22 Vacation leave, 90-33 Health Insurance, and 90-34 Retirement; flexible pretax benefits, social security as follows:

Sec. 90-4. - Employment.

...

- (c) *Background and Reference Checks.* To ensure that individuals who join The Town of Lisbon are well qualified and to ensure that the municipality maintains a safe and productive work environment, it is our policy to conduct pre-employment background checks on all applicants who accept an offer of employment. Background checks may include verification of any information on the applicant's resume or application form.

All offers of employment are conditioned on receipt of a background check report that is acceptable to The Town of Lisbon. All background checks are conducted in conformity with the Federal Fair Credit Reporting Act, the Americans with Disabilities Act, the Maine Human Rights Act, and state and federal privacy and antidiscrimination laws. Reports are kept confidential and are only viewed by individuals involved in the hiring process.

If information obtained in a background check would lead the Town of Lisbon to deny employment, a copy of the report ~~will be provided~~ may be viewed by the applicant, and the applicant will have the opportunity to dispute the report's accuracy. The applicant may obtain a copy of their background from the State at their own expense. Background checks may include a criminal record check, although a criminal conviction does not automatically bar an applicant from employment. (*T.M. of 7-31-2007, § 2007-115; T.M. of 4-7-2009, § 2009-62) 2014-103*

Sec. 90-15.5. - Pay periods.

...

- (c) On call fire department personnel will be paid on a ~~quarterly~~ bi-weekly basis.
- (d) If an error occurs the employee must see the department head. The department head will work with payroll to research the error. If the error was made by the employer finance

~~director and a correction will be done and a new check issued within 24 hours made on the next regularly scheduled bi-weekly pay period. In certain circumstances the correction may be made sooner than the next regularly scheduled bi-weekly payroll at the discretion of the Town Manager~~ (T.M. of 7-31-2007, § 2007-115; T.M. of 4-7-2009, § 2009-62; C.M. of 6-7-2011, V. 2011-97)

Sec. 90-22. - Vacation leave.

...

- (c) An employee may carry forward into the next year, based on the employee's anniversary date, the same number of weeks that are accumulated as vacation leave based on the employee's longevity. Any vacation above the carry over limit will be lost, provided that when an employee was unable to use vacation time for reasons beyond the employee's control the Town Manager may allow the employee to carry over additional vacation time."

...

Sec. 90-33. - Health insurance.

...

Where an employee, who has been covered under the town's health insurance plan, or who is a new employee, has access to other adequate health insurance coverage, and elects not to be covered under the town's health insurance plan or to reduce the level of coverage, then the employee will be paid, on an annual basis, July 1 to June 30, a base sum of \$3,000 that will be increased annually at a rate based on the annual increase in wages. This payment will be distributed in ~~two bi-weekly payments, January and June.~~ This benefit shall be available, however, only to those employees who have demonstrated that they have adequate and acceptable coverage from another source and the employee's spouse or person providing the coverage does not work for the Town of Lisbon municipal or school department. This election may be made at any time but the benefit shall be prorated over the portion of the fiscal year remaining if not effective as of the beginning of the fiscal year. The payment of premium savings in lieu of health insurance will not prevent the employee from re-enrolling in the town provided health insurance plan at a later date. ~~Re-enrollment shall be subject to the condition that the employee reimburse the town an amount determined by dividing the premium savings paid to the employee for the fiscal year by 12 and multiplying by the remaining number of months left in that fiscal year from the time of re-enrollment to the end of the fiscal year.~~ (T.M. of 7-31-2007, § 2007-115; T.M. of 4-7-2009, § 2009-62)

Sec. 90-34. - Retirement; flexible pretax benefits, social security.

- (a) *Maine Public Employees Retirement System (optional).* The town is a participating district in the Maine Public Employees Retirement System. A permanent employee whose regularly scheduled work week is 30 hours or more ~~The regulations of the retirement system require that any employee who works at least 15 hours per week and is not seasonal or temporary will be offered the opportunity to participate in the system. It is not required that an employee participate – just that the employee be given the choice to participate or not. This is an important decision because the employee's choice to participate or not is permanent for all current and future employment in any position with optional membership with the Town of Lisbon. Employees should be encouraged to contact the PLD Unit at the Retirement System at 1-800-451-9800 for information about the plan before making their election.~~

Order passed - Vote 6-0.

PLANNING CONTRACT

INTRODUCTION: Mrs. Barnes explained the Council could renew the planning agreement with Community Planning Studio for a one (1) year term from July 1, 2016 thru July 1, 2017. The contractor provides staffing support for the Planning Board, planning, implementation, and coordination associated

with community planning initiatives in Lisbon, and assistance to the Economic & Community Development Director.

VOTE (2016-167) Councilor Bickford, seconded by Councilor Metivier moved to authorize the renewal of a 1-year Planning Contract with Community Planning Studio in an amount not to exceed \$20, 000.00 and authorize the Town Manager to sign the agreement. **Order passed - Vote 6-0.**

MMA ANNUAL ELECTION OFFICIAL BALLOT

VOTE (2016-168) Councilor Ward, seconded by Councilor Bickford moved to cast the ballot with the slate of officers on ballot as presented. **Order passed - Vote 6-0.**

CARRY FORWARDS RESOLUTION

VOTE (2016-169A) Councilor Bickford, seconded by Councilor Ward moved to adopt the following resolution for carry forwards as presented below:

BE IT HEREBY RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LISBON AS FOLLOWS:

That the Town Council authorizes the carry forward of the following accounts and balances as of June 30, 2016:

General Ledger Accounts: 2015 - 2016 balances either credit or debit to be carried

1-1198-00	Small Claims	95.60
1-2026-02	Grants Match	50.00 0.00
1-2026-04	Assessor Services	36,890.00
1-2026-05	Sewer Repair & Maintenance of Equipment	5,000.00
1-2029-00	Animal Control Officer Carry Forward	2,097. 24
1-2030-00	Library Summer Reading Grant	537.72
1-2040-00	Road Design	566.20
1-2042-00	River Trail (not closed out yet)	8,163.32
1-2060-00	MainePERS Reserve	15,97 1.02
1-2065-00	Road Improvement	19,580.35
1-2071-00	Fire Truck Replacement	250,211.9 8
1-2073-00	Police Department Forfeiture Funds	17,192.06
1-2080-00	Blake Cemetery Trust Fund	383.58
1-2091-00	Fire Donation	2,061.79
1-2092-00	Trail Donation	709.68
1-2095-00	Playground Rec Donation	2,118.89
1-2096-00	Giving Tree Donation	2,452.44
1-2097-00	Heating Assistance Donation	644.25
2-2060-00	Sewer Carry Forward	100,576.2 8

Expense Accounts: 2015-2016 balances to be carried:

E-02-205-5460	Fire Department Capital Project	\$ 24,560.72
E-03-305-5436	MDOT Match	\$ 29,560.72
E-20-100-5554	Waste Water Treatment Plant Sewers (Sewer studies)	\$ 25,500.00
E-20-100-5657	Waste Water Treatment Plant Radio Reads (not purchased)	\$ 28,000.00

AND ORDERED:

That the Town Council authorizes the following accounts to lapse into undesignated fund balance:

G-01-1199-00	Tax Lien Costs	\$ 4,865.47
G-01-1240-00	Write-Off Taxes	\$ 23,117.26
G-01-2050-01	PD OUI 2016	\$ 139.96
G-01-2051-01	JAG 2015	\$ 174.77
G-01-2053-00	2015 BHSG	\$ 427.08
G-01-2061-00	Ballfields	\$ 137.46
G-01-2070-00	PW Garage	\$ 214.32
G-01-2084-00	2015 HLSG PW	\$ 909.58

Order passed - Vote 6-0.

YARD SALE ORDINANCE
(Second Reading – 21 days before effective)
Item take up after the public hearing above

OTHER BUSINESS

- A. TOWN MANAGER'S REPORT - NONE
- B. DEPARTMENT HEAD WRITTEN REPORTS – NO COMMENTS
- C. DEPARTMENT HEAD ORAL REPORTS

CODE ENFORCEMENT DENNIS DOUGLASS

Mr. Douglass reported he issued 13 new building permits, 6 electrical permits, 5 plumbing permits, and 6 miscellaneous permits. He indicated the Planning Board approved a home daycare on Hasey Street, 500-gallon fuel storage tank for ETTI, a rear lot off Summer Street, and discussed ongoing work on the Route 9 directive from Council, Land Use Laws regarding medical marijuana, and sent the draft yard sale ordinance to Council. He mentioned the Zoning Board of Appeals denied a side setback variance. He explained that the Route 196 Committee was still working with the Downtown Revitalization and Business Façade grant. He pointed out that the Firing Range Committee was wrapping up its work, which will be forwarded to the Council soon.

D. PRESS RELEASE

Mrs. Lycette said she was happy to announce transparency is still alive and well in Lisbon. She said the town stepped it up a notch by recently adding a new feature to its website. You can now find our Council Meeting videos attached to our agendas/minutes hosted by ClerkBase. Residents are always looking for information. From their computers they can simply go to the agenda/minutes tab on our webpage and click on the Searchable Council Meeting minutes tab to find them. This new feature solves our storage and retrieval problems. She reported she recently learned at the IIMC Conference that DVDs have a shelf life of 3-5 years from the manufacture's date and that flash drives have a limited number of times they can be accessed. This new feature allows Lisbon residents, as well as staff, the ability to research, retrieve, or review these meetings sooner and for a much longer time frame. For assistance you can contact the Town Clerk's office.

Councilor Albert said this, also, ties in nicely with our disaster recovery strategies and the transparency piece is nice too.

AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS - NONE
APPOINTMENTS - NONE
COUNCIL COMMUNICATIONS

Councilor Kolbe explained that along with the adoption of the Law Enforcement Resolution she wanted the Council to support our officers by allowing Blue Ribbons to be placed on town property.

VOTE (2016-169B) Councilor Kolbe, seconded by Councilor Bickford moved to allow the placement of Blue Ribbons on town property to support, recognize, and honor the services of law enforcement officers.
Order passed - Vote 6-0.

Councilor Bickford reported this Friday Positive Change Lisbon will be hosting a retirement party for the former Police Chief and Lieutenant in Freeport. He mentioned that tickets were still available and those interested would need to get them from Fern Larochelle.

Councilor Ward reported that the School Department's Facilities Committee is actively working on River Trail access, along with the Recreation Committee. They are not opposed to working together and Councilor Ward volunteered to organize the effort with the Boy Scout Troop to make it happen.

Councilor Ward asked that a Councilor attend the Androscoggin County Caucus at 6:30 PM, Wednesday night, at the Auburn County Court House to nominate him for the budget committee. He said we have two spots and one must be a Councilor. Mark Lunt previously did this for us.

EXECUTIVE SESSION

VOTE (2016-171) Councilor Kolbe, seconded by Councilor Bickford moved to go into Executive Session at 8:18 PM per 1 MRSA Section 405 (6) (A) Personnel Matter.

ADJOURNMENT

VOTE (2016-172) Councilor Kolbe, seconded by Councilor Bickford moved to adjourn at 9:30 p.m.
Order passed - Vote 6-0.

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved August 2, 2016