



## TOWN COUNCIL MEETING MINUTES OCTOBER 2, 2018

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

**CALL TO ORDER.** The Chairman, Councilor 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, Kolbe, Brunelle, Lunt, and Larochelle.

**VOTE (2018-209A)** Councilor Kolbe, seconded by Councilor Larochelle moved to excuse Councilors Albert and Crawford's absence. **Order passed – Vote 5-0.**

Also present were Diane Barnes, Town Manager; Dennis Douglass, CEO; Nate LeClair, Fire Chief; Kathy Malloy, Assessor; Thomas Martin, Public Works Director; Diane Nadeau, Librarian; Tracey Steuber, Economic Development Director; Karen Paradis, Planning Board Chairman; Donald Fellows, Planning Board Member; Miriam Morgan-Alexander, Appeals Board/Assessing Review Board Member; and approximately 10 citizens in the audience.

### GOOD NEWS & RECOGNITION

Chairman Ward reported he attended the 10 Annual Dempsey Challenge this year. He said it is a great cause and he encouraged others to join them in the future.

### PUBLIC HEARING

#### A. DOWNTOWN REVITALIZATION CDBG GRANT IN THE AMOUNT OF \$300,000

The Chairman opened the public hearing. Ms. Steuber reported that work on the budget, design, and engineering were moving forward and indicated that this public hearing was also a requirement of this grant.

Dorothy Fitzgerald asked if this was a new grant or a continuation of an existing grant. Councilor Ward said this is a new grant to enhance the Lisbon Village area.

After a couple more comments, the Chairman closed the public hearing.

### AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

Mr. Fellows, Vice Chairman of the Planning Board indicated the Planning Board was recommending the Town Council hold off on lifting the moratorium for now.

Councilor Brunelle announced he had a conflict of interest in this matter. He said he personally appreciated everyone's interest in the matter and that he would be standing down as a Councilor to act as a resident and business owner to discuss this matter.

Councilor Ward pointed out that Council received a memo from legal explaining more in detail the effect of a Moratorium and the opting in or out options in December.

## CONSENT AGENDA

**VOTE (2018-209B)** Councilor Larochelle, seconded by Councilor Lunt moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

#27	\$9,860.75	#28	\$183,436.56
#29	\$18,213.67	#30	\$8,187.64
#31	\$678,617.66		

B. School Accounts Payable & Payroll Warrants -

#1901	\$205,174.65
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C. Workshop Minutes of September 13, 2018 and Minutes of September 18, 2018,

D. Schedule Public Hearing on October 16 for General Assistance Amendments to Chapter 14 Appendix A Overall Maximums, Appendix B Food Maximums, Appendix C Housing , and Appendix D Utilities, plus approve the annual, and the

E. Seniors Plus Memorandum Of Understanding for Meals at MTM.

**Order passed - Vote 5-0.**

## COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

### ANDROSCOGGIN LAND TRUST – MEMORANDUM OF AGREEMENT

**INTRODUCTION:** Jim Pross, an attorney for Skelton, Taintor & Abbott in Auburn and member plus Past President of the Land Trust reported the Androscoggin Land Trust (ALT) is a private, non-profit 501(c)(3) membership-supported organization dedicated to protecting, through land conservation the important natural areas and outdoor experience in the Androscoggin River watershed. The original MOU was signed in September of 2009. The Androscoggin Land Trust currently conserves over 5,000 acres of land, including ten miles of riverfront along the Androscoggin River. He said they manage 667 acres in Lisbon; 105 acres they own and 562 they protect with easements.

The Town of Lisbon and the Androscoggin Land Trust Memorandum of Understanding outlines the mutually agreed upon purpose, scope, and responsibilities of both entities regarding the preservation and use of the newly renamed Town of Lisbon Island now known as the John Ackerman Island in the Androscoggin River, approximately 4 +/- acres, which was donated to the Androscoggin Land Trust. Accordingly, the Androscoggin Land Trust and the Town of Lisbon, operate under this MOU (see attached). He mentioned the Land Trust wanted to re-name the Island in memory of a very dear departed and dedicated conservation steward that had been a tremendous asset to the land trust over the years. He said he was seeking the town's blessing on renaming it. He pointed out the new contract will be self-renewing to formally show their ongoing commitment to the town.

**COUNCILOR COMMENTS:** Councilor Ward suggested the names in the self-renewing contract be eliminated and that only titles would be needed. Mr. Pross explained the names and titles should be fine.

**VOTE (2018-210)** Councilor Lunt, seconded by Councilor Larochelle moved to approve the Androscoggin Land Trust Memorandum of Agreement presented and changed to remove the names of the appointees. **Order passed - Vote 5-0.**

### SIDEWALK PLOWING PROGRAM CHANGES

**INTRODUCTION:** Mr. Martin recommended the Council approve making a few changes to the amount of coverage in order to stay within the \$50,000 Sidewalk budget for snowplowing. He reported that last year there were sidewalks added to the route, which put the contact amount over by almost \$4,000. Mr. Martin suggested making a few subtle changes to the routes in order to keep the town under the budgeted amount; for instance, the town could eliminate trail snowplowing or other places that have never been or may not need to be done and then add coverage for Kelly Park that needs to be done (See proposed schedule attached).

COUNCILOR COMMENTS:

**VOTE (2018-211)** Councilor Larochelle, seconded by Councilor Brunelle moved to approve the Amendments presented to the Sidewalk Plowing Program. **Order passed - Vote 5-0.**

**CRACK SEALING BID AWARD**

INTRODUCTION: Mr. Martin reported he advertised the Crack Sealing Program looking for someone to supply 1000 gallons of Asphalt Crack Sealing, furnished, and installed. The town received the following bids on September 14:

B&G Specialties for \$21,000 and Pike Industries for \$27,830

The apparent low bidder is B&G Specialties of Windham, Maine. The basis of award is per gallon, which was \$21.00 and 27.83 respectively. Mr. Martin solicited budget numbers from other Towns at around \$1.50 per gallon; hence the \$15,000 request. Given the small paving program we are completing this season, Mr. Martin is requesting the Council award the bid to B&G Specialties for \$21,000 for 1,000 gallons to go as far as possible. He indicated this would be part of the program next year.

**VOTE (2018-212)** Councilor Lunt, seconded by Councilor Kolbe moved to award the Crack Sealing Bid to B&G Specialties for \$21,000 for 1,000 gallons to go as far as possible. **Order passed - Vote 5-0.**

**SINGLE STREAM RECYCLING**

INTRODUCTION: Mr. Martin reported the recycling changes are not going to be the big global impact as previously thought. He presented the Council with a summary covering 2007 to present showing a small overall impact to the budget.

COUNCILOR COMMENTS: Councilor Ward confirmed that there would be cushion enough to absorb these increases.

**PUBLIC WORKS TRUCK BID AWARD**

INTRODUCTION: The Public Works Director advertised for a standard work truck model ¾ Ton Pickup Truck bid on September 11 and received the following bids by the deadline September 25:

Pape Chevrolet (Red) for \$30,816.50 and O'Connors GMC for \$32,525.00

The apparent low bidder is Pape Chevrolet of Portland. The trucks are identical in style except one is Red and one is Slate in color. Mr. Martin recommends awarding the bid to Pape Chevrolet for \$ 30,816. There is \$30,000 allocated in the budget and the balance would come from the Public Works' operating budget.

COUNCILOR COMMENTS: Mr. Martin indicated Pape Chevrolet is holding the unit for Lisbon and the older truck could be sold through Auction International.

**VOTE (2018-214)** Councilor Larochelle, seconded by Councilor Lunt moved to award the Public Works Truck bid to Pape Chevrolet for \$30,816.50 as presented. **Order passed - Vote 5-0.**

**MARIJUANA DISCUSSION**

INTRODUCTION: Councilor Brunelle announced he had a conflict of interest in this matter and indicated he would be abstaining.

Councilor Brunelle said speaking as a business owner and resident he understood the reasons for adopting a moratorium. He said the land use chart already has some designations. He said this moratorium should be repealed already. He said Lisbon is supposed to be a great place to do business and there are individuals here who want to do legitimate businesses. He said the Council should repeal the moratorium tonight that the Council is holding businesses up.

Mrs. Paradis said this is a very complicated issue. She suggested the Council adopt the Planning Boards recent land use chart amendments before lifting the moratorium.

**COUNCILOR COMMENTS:** Councilor Larochelle mentioned a lot of work has gone into this so Lisbon should be ready at about the same time the state's new law goes into effect.

Mrs. Barnes pointed out the Planning Board needs to hold a public hearing first (October 11), then the Council could do their first reading (October 16), hold their public hearing, and adopt any changes at a second reading (October 30), opting in or out at the same time perhaps; she offered to obtain that language.

**VOTE (2018-215)** Councilor Lunt, seconded by Councilor Kolbe moved to hold a Special Council Meeting on October 30 at 7:00 PM for this public hearing and second reading. **Order passed - Vote 4-0-1. (Abstained: Brunelle)**

GENERAL ASSISTANCE AMENDMENTS TO CHAPTER 14  
APPENDIX A OVERALL MAXIMUMS, APPENDIX B FOOD MAXIMUMS,  
APPENDIX C FOR HOUSING, AND D FOR UTILITIES  
*First Reading*

**VOTE (2018-216)** Councilor Kolbe, seconded by Councilor Larochelle moved to adopt the following General Assistance Amendments to Chapter 14 Appendix A Overall Maximums, Appendix B Food Maximums, Appendix C for Housing, and Appendix D for Utilities as follows:

Appendix A- Overall Maximums - Persons in Household

<del>2017/2018</del>	1	2	3	4	5
Androscoggin County	<del>641</del>	<del>726</del>	<del>915</del>	<del>1169</del>	<del>1397</del>

New Maximums - Persons in Household

<u>2018/2019</u>	1	2	3	4	5
Androscoggin County	<u>669</u>	<u>736</u>	<u>932</u>	<u>1193</u>	<u>1461</u>

Appendix B-Food Maximums No Change in the Food Maximums

Androscoggin County	1	2	3	4	5
2018/2019	192	352	504	640	760

Appendix C - Housing

Appendix C is a listing of the maximum levels of assistance for housing (both heated and unheated). These maximum levels were developed by MMA using 2009-2010 HUD Fair Market Rent values that include utility costs. Because the FMR numbers include utility and heating costs, the applicable average utility and heating allowances, as developed by the Maine State Housing Authority (MSHA), are subtracted from the FMR to obtain a pure "housing" cost.

2017/2018			2018/2019		
# Bedrooms	UnHeated	Heated	# Bedrooms	Unheated	Heated
1	<del>538</del>	<del>659</del>	1	<u>540</u>	<u>664</u>
2	<del>711</del>	<del>838</del>	2	<u>711</u>	<u>847</u>

3	<del>896</del>	<del>1079</del>	3	<u>907</u>	<u>1094</u>
4	<del>1071</del>	<del>1294</del>	4	<u>1122</u>	<u>1349</u>

## Appendix D – Utilities

There was no change in the Utilities

1)Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.70	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2)Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$20.08	\$86.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

## Appendix E

There was no change in fuel. We use what the applicate uses per month or the cap of what is allowed for that month at the current price for fuel.

Month	Gallons	Month	Gallons
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

## Appendix F

There was no change in Personal and Household Supplies

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

**Roll Call Vote: Yeas – Lunt, Larochelle, Ward, Kolbe, and Brunelle. Nays - None. Order passed - Vote 5-0.**

**ADOPT THERESE LANE**

**INTRODUCTION:** Ms. Malloy said there is a new lot off the Ridge Road between the address range of 95 and 103 Ridge Road. Since there is a potential for multiple dwellings accessing the same drive, the owners of the property, Louis and Pamela Sullivan, have requested Council adopt the named Therese Lane for their extended 300-foot driveway.

**VOTE (2018-217)** Councilor Larochelle, seconded by Councilor Brunelle moved to adopt the name Therese Lane located between 95 and 103 on Ridge Road (Route 9). **Order passed - Vote 5-0.**

**FIRE DEPARTMENT – AUTHORIZATION TO APPLY FOR THE ASSISTANCE TO FIREFIGHTERS GRANT**

**INTRODUCTION:** Chief LeClair is requesting Council permission to apply for the Assistance to Firefighters Grant (AFG). The AFG is a federal grant through FEMA requiring 5% in matching funds. The primary goal of the AFG is “to meet the firefighting and emergency response needs of fire departments and nonaffiliated emergency medical service organizations. Since 2001, AFG has helped firefighters and other first responders obtain critically needed equipment, protective gear, emergency vehicles, training and other resources necessary for protecting the public and emergency personnel from fire and related hazards.” The grant deadline ends October 26. Chief LeClair indicated his goal would be to research the possibility of applying for the grant to help fund the truck that is going to a referendum vote.

**VOTE (2018-218)** Councilor Larochelle, seconded by Councilor Kolbe moved to authorize the Fire Chief to apply for the Assistance to Firefighters Grant. **Order passed - Vote 5-0.**

**ADOPT RESOLUTION  
FOR CDBG DOWNTOWN REVITALIZATION PROGRAM FOR \$300,000**

**INTRODUCTION:** Ms. Steuber reported the town received another Community Development Block Grant Downtown Revitalization Grant for the Lisbon Village Streetscape Project in the amount of \$300,000. As part of the Phase II grant process, the town held a public hearing tonight to hear public comments as part of the Project Development Phase regarding the CDBG-DR Lisbon Village Streetscape Project.

The Resolution in the Council’s packet outlines the town’s responsibilities and gives the Town Manager the authorizations necessary to carry out the duties and responsibilities for implementing this CDBG Program.

Ms. Steuber mentioned this is a 5% matching grant and that typically \$500,000 is awarded.

**VOTE (2018-219)** Councilor Larochelle, seconded by Councilor Brunelle moved to adopt the State of Maine Community Block Grant Program Resolution as follows:

**WHEREAS**, the Town of Lisbon wishes to apply to the Department of Economic and Community Development for a Community Development Block Grant to carry out a community development program; and

**WHEREAS**, the planning process required by Maine Law and the CDBG Program have been complied with, including participation in the planning process by low and moderate income families and individuals and the community has conducted at least one duly advertised public hearing; and

**WHEREAS**, the Town of Lisbon is cognizant of the requirement that should the intended National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program; and

**NOW THEREFORE**, be it resolved by the Council of the Town of Lisbon that the Town Manager:

- 1) Is authorized and directed to submit an application for the Downtown Revitalization Program in the Amount of \$300,000, to the Department of Economic and Community Development on behalf of the Town of Lisbon, substantially in the form presented to this council,
- 2) Is authorized to make assurances on behalf of the Town of Lisbon required as part of such applications, and
- 3) Is authorized and directed, upon acceptance of said funds to carry out the duties and responsibilities for implementing and said program(s), consistent with the Charter of the Town of Lisbon and the laws and regulations governing planning and implementation of community development programs in the State of Maine.

**Order passed - Vote 5-0.**

### CDBG FAÇADE GRANT CHANGE ORDER – GLASS BID

**INTRODUCTION:** Ms. Steuber said that due to timing and no interest in bids for the masonry and carpentry work, the owners have asked to award the complete window and door replacement project to Portland Glass. Council had already awarded Portland Glass in the amount of \$17,900 and the additional amount of \$1,874.96 will cover the complete cost for window and door replacement.

Location	Bidder	Additional Work
14 Main Street	Portland Glass (Windows/Doors)	\$1,874.96

Ms. Steuber said after speaking with the owners she is requesting Council award the Windows/Doors Replacement Change Order from Portland Glass in the amount of \$1,874.96.00 as part of the CDBG Façade Grant requirements for a total award amount of \$19,774.96. This award is contingent on the work being completed by the November 30, 2018 deadline.

**VOTE (2018-220)** Councilor Larochelle, seconded by Councilor Kolbe moved to award the bid to Portland Glass for \$1,874.96 contingent upon the work being completed by the November 30, 2018 deadline. **Order passed - Vote 5-0.**

### 2018 WINTER SAND BIDS

**INTRODUCTION:** Mr. Martin said he advertised for Winter Sand Bids to supply 1500 Cubic Yards of sand delivered to the Towns Stock pile on Capital Avenue on September 11 and received the following bids:

Copp Exc. for \$13,065.00 and Country Fare for \$19,125.00

Mr. Martin said given the amount of work that is in the Public Works Agenda to be completed this fall he recommended Council accept the proposal from Copp Excavation for the 1500 cubic yards for the contract sum of \$13,065.

### COUNCILOR COMMENTS:

**VOTE (2018-221)** Councilor Larochelle, seconded by Councilor Brunelle moved to award the 2018 Winter Sand bid to Copp Excavation in the amount of \$13,065 for 1500 cubic yards. **Order passed - Vote 5-0.**

### OTHER BUSINESS

#### A. COUNCIL COMMITTEE REPORTS

1. Planning: Councilor Ward reported the Planning Board reviewed Kieran Transport's site plan moving his office and repair shop from 725 Lisbon Street to the other side of Lisbon Street at 745. They also discussed the Comprehensive Plan update and held a workshop to discuss the marijuana moratorium.
2. LDC: Councilor Larochelle reported LDC discussed some feedback on Graziani's Square. He said they were excited to see what the future holds for this site.
3. Conservation Commission: Councilor Ward reported their next meeting will be on October 16 at 6:00 PM at Franks.
4. Recreation: Councilor Kolbe said she had nothing to report.
5. County Budget: Councilor Ward said the County Budget Committee will be meeting tomorrow night and then they will have two more workshops.
6. Library: Councilor Lunt said he had nothing to report.

B. TOWN MANAGER'S REPORT – NONE  
(MDOT Update Earlier)

C. DEPARTMENT HEAD GOALS & UPDATE

PUBLIC WORKS GOALS

Mr. Martin said these goals were previously created by the former Public Works Director. He reported on the following goals:

1. Purchase a new wheeler to replace 211. He said this should remain on the list to do.
2. Mr. Martin said the Council just replaced unit 206 with a new 3/4 ton pickup.
3. The Repairs to the gas and diesel fuel pumps should extend the time for replacement.
4. Mr. Martin reported he has not done anything yet to replace the salt shed.
5. The list included greater emphasis and potential incentive program developed for proper equipment care and custody; Mr. Martin reported his people do a terrific job with the equipment and keeping it running for the age of those pieces.

The Transfer Station goals included staffing increases and installation of a scale system. Mr. Martin said paying for each pound by the scale system definitely has its merits; he offered to look into this.

1. The list included a Fee Schedule Study including collection options - Electronic payments, "punch card" or Equivalent, cost benefit for scale installation; Mr. Martin reported this had not been yet.
2. The list included review traffic count data to determine peak usage and ultimately consider hours of operation Improvements; Mr. Martin indicated this had been reviewed and that he is looking into updating signs as well. Councilor Ward discussed traffic changes downtown.

Councilor Kolbe asked about updating the ordinances so they are in compliance with the sticker program, hours, etc. Mrs. Barnes suggested the Council hold a workshop in January prior to budget season to discuss this further.

ECONOMIC DEVELOPMENT

Mrs. Steuber reported on the following goals:

1. Ms. Steuber said the *How to do Business in Lisbon Guide* has been created.
2. Ms. Steuber reported she has continued with Business & Community Services Visitations. They are going very well.



3. The list included working with businesses to host after work networking opportunities. Ms. Steuber said this is going well, also; there is an After Hours Event being held at the Furniture Superstore next Thursday at 6PM and the topic covers town projects and the local referendum questions.
4. Ms. Steuber reported that Networking with Local Agencies, Developers & Business potentials is ongoing.
5. Ms. Steuber mentioned that her log of potential vacant properties for development includes recently available properties along Route 196.
6. The list included Continue to See Potential Grant Opportunities; Ms. Steuber mentioned she is looking for Parks & Rec grants for the community.

## ASSESSOR

Ms. Malloy reported on the following goals:

1. The list included making property tax cards and assessments available on-line; Ms. Malloy indicated the town is about to enter into a contract with TRIO within the next couple of weeks to make this available.
2. The list included the E-911 Addressing Officer sharing some responsibility with the Code Enforcement Officer; Ms. Malloy explained that Mr. Douglass does all the measuring and together they assign the numbers.
3. Ms. Malloy said she is working on obtaining GIF maps; quote to be obtained soon.
4. Ms. Malloy mentioned Succession planning and training the new employee is ongoing and going well.

## LIBRARY DIRECTOR

Mrs. Nadeau reported on the following goals:

1. Continue To Move Lisbon Lib. Forward In The Mils System: Mrs. Nadeau reported that when these goals were presented to town council last winter and my date of February 7, 2018 they had approximately 10,000 items from the original 39,000 to re-barcode with the new MILS 14-Digit Barcodes. As of September 25, 2018, approximately 5,000 items are left to re-barcode. Lisbon went live in May 2017, but began to rebar-code in November 2016 to ensure we had a head start on this big project.
2. Expand Ill Services: Mrs. Nadeau said that they have reached out to patrons via the Facebook page, Lisbon's website, and good old-fashioned paper handouts to explain and encourage Inter-Library Loan (ILL) services to let patrons know about this wonderful service. It gives patrons the opportunity to order from their electronic devices, and borrow from almost all types of libraries in Maine and offers millions of items to them. Our ILL services average approximately 165 to 170 items per month received for our Lisbon patrons and about the same at about 160 items sent to other Maine libraries. Lisbon's books have traveled as far north as Fort Kent and as far south as Kennebunk and then out to Rangeley and Calais. Lisbon's patrons now order and enjoy books, audio books, music CD's, DVD's, computer games, and language tapes. Patrons of all ages now take advantage of this wonderful service. She said she sees children as young as six with their first library card and senior citizens using it.
3. Weed the Collection: Mrs. Nadeau reported she has successfully weeded the adult nonfiction collection this fiscal year. She began the project on September 2017 and it was completed in April 2018. She handled and assessed every book to ensure its continued usefulness and timeliness to patrons, the value to our collection, and to the entire MILS System. She withdrew 899 titles and was successful in purchasing 350 new updated titles in many subject areas that include medical, self-help, technology, science and home improvements. She continued to purchase updated nonfiction titles as they became available. She said the nonfiction collection now reflects our community's needs and interests. Patrons are pleased with the new selections and feel the stacks are now more patron friendly without the fear of falling books due to packed solid shelves; the shelves are more browser friendly. She said she would continue to assess the adult

fiction collection this fiscal year and follow the same strict procedure to ensure the collection is maintained to all state standards.

4. Adapt the Children's Programs To Reflect Our Juvenile Patrons Needs: Mrs. Nadeau said they expanded their summer reading program this past summer. The addition of a big kickoff program included "Magic with Peter Boie," which was held at the MTM Center brought more children to the program. She said she continued the Tuesday afternoon and evening weekly programs to reach as many children and their families as possible. The children read 1,463 hours in six weeks this summer and beat last summer's record-breaking count. They collaborated with the Recreation Department this summer to offer their summer camp participants their own summer reading program. About 12 MTM campers and their counselors made their way to the library every Thursday for their very own Summer Reading Program. It was successful for the children and the Lisbon Library. They will continue to work with the Recreation Department throughout the school year and certainly will offer a Summer Reading Program tailored to the needs of their campers again next summer.

Mrs. Nadeau said they have now refocused their attention to the other weekly children's programs. The weekly pre-school Storytime has seen an increase in participation. The weekly Friday programs are also important to Lisbon children and their families. The Lego program is still of interest and the "Crafts with Claudia" has seen a big increase in participation. Claudia has worked hard to develop clever and fun crafts for all ages including younger siblings who accompany the school-aged participants.

Mrs. Nadeau said they continue to research new science programs, and with the help of patrons, have developed an "ANIMATION/STOP MOTION VIDEO Club. The children develop their own little videos on their smartphones and showcase them on the Lisbon Library Facebook page. Approximately 10 to 14 children now attend this new program. Children's Services staff will continue to research new programs to ensure the Lisbon children continue to attend library programs.

5. Expand Adult Programming: Mrs. Nadeau said along with the two programs mentioned in the goals document, the library also hosted a second Maine author and he discussed his book "Mainers on The Titanic." She said they have not offered any fall programs yet due to the pending shutdown for the carpet replacement project. She said they hope to offer two programs before the holidays, including a Maine Vietnam Vet who has written a book about his military experiences and hopefully a cookbook author who will share her recipes just in time for the holiday baking season. She said they would certainly coordinate their programs with the MTM center to ensure they offer a variety of programs to the Lisbon community.

6. Research Ways and Equipment To Maximize 1st Floor Space: Mrs. Nadeau said certainly the pending carpet replacement and backroom heating upgrade will help with space needs tremendously. They will re-gain 14 shelves in the backroom and the weeding of the nonfiction collection bought back much needed shelving space. She said they have consolidated the paperback service down to one large rack and eliminated the other, which has allowed them to offer more private patron computer space. She mentioned they would take this opportunity while both rooms are empty to reconfigure some staff workspace to maximize the front room area.

#### CODE ENFORCEMENT OFFICER

Mr. Douglass reported on the following goals:

1. Recertification complete.
2. The list included improve gateways to the Town; Mr. Douglass reported he has focused on Route 196 entryways to Lisbon, that several properties have been cleaned up and some buildings are empty now. He said Knight Celotex is working on cleaning up their site. Kieran Transport's new trucking center will help take care of that entryway. He said a lot is happening on Route 196 between the state and town projects. He mentioned 120 building permits have already been issued surpassing last year's amount and it is only October. He indicated a lot of time and effort has gone into dealing with dangerous buildings as well. He mentioned that the Town Offices have all been re-keyed and new master keys have been distributed.

Mr. Douglass mentioned the back fencing at the Library needs attention. He said the generator at the Police Department needs to be serviced. He said there is a lot to do over at Beaver Park as well.

3. The list included working with other department heads on a Town business brochure; Mr. Douglass reported the How to do Business in Lisbon Guide has been completed.

Councilor Brunelle removed himself from his Council seat and spoke from the public lectern. He explained he put in a closed bid for a piece of property on Route 196 and that he came into the town office for permits. Councilor Kolbe interrupted and called for a point of order. The Chairman asked Councilor Brunelle to get to the point. Councilor Kolbe interrupted once again with a point of order (not the place for this). The Chairman ruled the point of order in order.

### **APPOINTMENTS – NONE**

### **COUNCILOR COMMUNICATIONS - NONE**

### **AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS**

Dorothy Fitzgerald said the minutes of September 18 mentioned funds from the Façade Grant might be available to purchase other items. She asked if it could include a plaque in the School Street Garden where the wheels from the Worumbo Mill were. Mrs. Barnes said there would not be any money left, but this would not be allowed anyway under this grant.

Mrs. Fitzgerald asked if the speed limit signs on School Street could be lowered. They are way up on the poles and they should be at eye level.

### **EXECUTIVE SESSION**

**VOTE (2018-220A)** Councilor Larochelle, seconded by Councilor Lunt moved to go into Executive Session 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 9:25 PM and the Chairman resumed the meeting.

**VOTE (2018-220B)** Councilor Kolbe, seconded by Councilor Larochelle moved that the Town enter into an agreement for purchase of real estate at 1 Canal Street, Tax Map U05, Lot 14 with payment for the real estate not to exceed \$30,000 contingent upon the town entering into an agreement to obtain access to the real estate for purposes of conducting environmental assessments; and contingent on the results of said environmental assessment; and that the Town Manager be authorized to negotiate the final terms of the agreements and to execute the agreements and all related documents on behalf of the Town. **Order passed – Vote 5-0.**

### **ADJOURNMENT**

**VOTE (2018-221)** Councilor Kolbe, seconded by Councilor Larochelle moved to adjourn at 9:26 PM. **Order passed - Vote 5-0.**

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Twila D. Lycette, Council Secretary  
Town Clerk, Lifetime CCM/MMC  
Date Approved: November 13, 2018