



**TOWN COUNCIL
MEETING MINUTES
OCTOBER 16, 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, Albert, Kolbe, Brunelle, Lunt, Crawford, and Larochelle. Also present were Diane Barnes, Town Manager; Steve Aievoli, Wastewater Treatment Plant Director; Judy Hardy-Goddard, Deputy General Assistance Director; Lydia Colston, Finance Director; Marc Hagan, Police Chief; Nate LeClair, Fire Chief; Mark Stevens, Parks & Recreation Director; Ray Schlotterbeck, Deputy ACO; and approximately 10 citizens in the audience.

GOOD NEWS & RECOGNITION

Ray Schlotterbeck said the Lisbon High School Field Hockey team played into overtime tied at 1-1; they made us proud. He said the Lisbon Cross-Country boys at the Mountain Valley Conference came in runner up and that his son ran one the race being undefeated.

Councilor Larochelle said the DARE Football game was last weekend. He mentioned many people attended. He thanked the Lisbon Police Department, volunteers from the District Attorney's office, Lisbon Emergency, and other who were involved with this event. They handed over \$10,000 to the DARE program; such a good opportunity to do good things.

PUBLIC HEARING

**A. GENERAL ASSISTANCE AMENDMENTS TO
CHAPTER 14 MAXIMUMS APPENDIXES A-D**

The Chairman opened the public hearing. Mrs. Hardy-Goddard reported DHHS provides Lisbon with the maximums. She said the only items changed were in Appendix A in Overall Maximums and Appendix C in Housing. The Chairman closed the public hearing.

**B. BOND ORDER: \$294,000 FOR ROUTE 125 FROM
HUSTON STREET TO URBAN COMPACT LINE**

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

C. BOND ORDER: \$430,000 FOR ROUTE 125/ROUTE 196 TO HUSTON STREET

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

D. BOND ORDER: \$675,000 FOR FIRE TRUCK

The Chairman opened the public hearing. Chief LeClair reported this money would be used to replace the 1994 truck scheduled for replacement in 2019 in the Capital Improvement Plan. He explained that there

are funds available in a couple of different places for this purchase so the town might not have to bond the entire amount. Councilor Ward pointed out there is information out there on social media, plus the town mailed information to households, and that he would greatly appreciate voters support for these projects at the polls on Election Day.

The Chairman closed the public hearing.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2018-260) Councilor Larochelle, seconded by Councilor Kolbe moved to adopt the following:

A. Municipal Accounts Payable & Payroll Warrants -

#32	\$181,465.25	#33	\$18,826.36
#1092018	\$ 2,417.40	#10092018	\$10,570.40
#10162018	\$185,853.32	#	\$

B. School Accounts Payable & Payroll Warrants -

#9	\$5,582.52	#1018	\$10,391.34
#1017	\$357,081.69	#1902	\$174,162.18

C. CMP /Consolidated Communications Pole Permit – New Pole Intersection of Ridge Road & Wing Street, AND

D. CMP/Consolidated Communications Pole Permit – New Pole on Capital Avenue

Order passed - Vote 7-0.

COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

CDBG FAÇADE GRANT BIDS – 14 MAIN STREET

INTRODUCTION: The following bid was advertised in the Sun Journal, Town website and sent to the following:

<u>Location</u>	<u>Bidder</u>	<u>Bid</u>
14 Main Street	RW Dupal Carpentry	\$4,200

There were no bids received on the deadline date/time of 9/3/2018, however after speaking with DECD, they have allowed us to seek a quote after the bid deadline. This bid has been accepted by the property owner as well as DECD. The Scope of Work consists of the following: Scrape, Repair and Paint Trim along roof and windows on both front and back of the building. Repair damaged corner trim and paint. Two-day lift rental. Ms. Steuber reports after speaking with the owners that she would be requesting Council to award the one Carpentry bid from R.W. Dupal Carpentry in the amount of \$4,200 as part of the CDBG Façade Grant requirements. This award is contingent on the work being completed by the November 30, 2018 deadline.

VOTE (2018-224) Councilor Crawford, seconded by Councilor Albert moved to award the Façade Grant bid for carpentry work at 14 Main Street to RW Dupal Carpentry in the amount of \$4,200 contingent upon the work being completed by November 30, 2018. **Order passed - Vote 7-0.**

SPEED ENFORCEMENT GRANT, DISTRACTED DRIVING ENFORCEMENT GRANT, & BYRNE/JAG GRANT

INTRODUCTION: The Bureau of Highway Safety is in the process of releasing their list of grants for the 2019 calendar year. Due to short turnaround time between the releases and due dates of the grants, and the fact they don't always align with Town Council meetings, we are requesting this approval prior to grant release. These monetary grant awards would be used to reimburse the Town of Lisbon for officer overtime used to enforce speed and distracted driving laws. The Lisbon Police Department will be qualifying for roughly the following grant awards:

Speed Enforcement Grant - \$1,850
Distracted Driving Enforcement Grant - \$10,375

The annual Byrne/Justice Assistance Grant (JAG) opportunity has been released. The Federal Government decides on an annual basis how much each law enforcement agency will be awarded based on annual reported crime statistics. This year the Lisbon Police Department has the opportunity to apply for an award of \$2,992. If approved, this money would be used to purchase a new mobile radio for a cruiser and a portable radio.

VOTE (2018-225) Councilor Crawford, seconded by Councilor Larochelle moved to authorize the Police Chief permission to apply for, accept, and spend grant monies should the Lisbon Police Department's requests be approved for the: 1) Speed Enforcement Grant for \$1,850, 2) Distracted Driving Enforcement Grant for \$10,375, and 3) Byrne/JAG Grant for \$2,992. **Order passed - Vote 7-0.**

DINGLEY TIF REVENUES

INTRODUCTION: Mrs. Barnes reported on the following Dingley TIF Revenue:

Current Balance	\$ 508,793.36 (includes FY19 TIF Revenue)
Minus FY 19 ED Budget	<u>-105,197.00</u>
Available Total	\$ 403,596.36
 MDOT Matching Funds	 \$ 155,946.07
Minus 10% Rt 196/125 Traffic Pattern	- 3,000.00 +/-
Minus 10% Rt 196 Mill & Fill Final Bill	- 40,000.00 +/-
Total Available	\$ 112,946.07 +/-
 Rt 196 to Huston Street Town Share 10%	 \$ 430,000.00 +/-
Huston Street to Urban Compact Line	\$ 294,000.00 +/-
FY 19 Dingley TIF Revenue-Town	\$ 364,956.00 +/-
FY 20 Dingley TIF Revenue-Town	\$ 364,956.00 +/-
FY 21 Dingley TIF Revenue-Town	\$ 364,956.00 +/-
FY 22 Dingley TIF Revenue-Town	\$ 364,956.00 +/-
FY 23 Dingley TIF Revenue-Town	\$ 364,956.00 +/-
Next 4 Years Dingley TIF Revenue	\$1,459,824.00 +/-
Minus Next 4 Years ED Budget	<u>- 420,000.00 +/-</u>
Estimated Balance	\$1,039,824.00

COUNCILOR COMMENTS: Councilor Larochelle explained that MDOT plans to advertise the Rt 196 to Huston Street project during January 2020 with construction to begin in the spring of 2020. Huston Street to the Urban Compact Line project will not start until funding is in place and after the Rt 196 to Huston Street project has been completed so these projects will not be started at the same time. He said it is not the idea that we need this money, the money is already there, it is just a matter of allocating it correctly; there is \$400,000 available and more coming in every year so it is possible these projects will not affect taxes. The Dingley TIF allows these monies to be used for infrastructure and for things like purchasing a fire engine.

Councilor Albert pointed out there are resources here the town can use to make the payment(s) when the time comes. The town is looking at making its first payment two years out. He indicated it appeared there was \$400,000 in TIF funds available. There will be \$260,000 in the CIP reserve account at the end of next year and the payment isn't expected until the following year when another amount would be added to the \$260,000. He said the town should

be able to come up with a payment that will not affect taxes, but as pointed out before, the town will have to bond the entire cost. Councilor Ward said he felt confident that there would be only a minimal tax increase.

Mr. Fellows mentioned that if Lisbon voters did not approve the road bonds the town is still on the hook to pay for engineering, etc. Councilor Lunt said voters might see more of a tax impact from voting no than yes.

CHPT 70 ZONING, DIST. IV DIST. REGS, DIST. 13 DIST. USES,
SEC. 70-530 LAND USES AMENDMENTS
First Reading

INTRODUCTION: Councilor Brunelle announced that he had a conflict of interest and would be abstain from voting on this ordinance.

Mrs. Paradis presented the Planning Boards recommendations and said the final draft had a few minor changes made by the attorney. She said the Planning Board decided to leave the decision to license, limit the number of establishments, or create a permit fee up to the Council.

COUNCILOR COMMENTS: Councilor Ward explained that this would be the first reading, the public hearing and second reading is scheduled for the Council's Special meeting on October 30, and that this ordinance could then go into effect 21 days later on November 20.

Mrs. Barnes said if the town decided to regulate this in any way the Council could review and pass an emergency ordinance at their November 13 meeting, which could take effect that same day. Then a permanent ordinance could be introduced to run concurrent with that so that a second reading could be held on December 4 making an effective date of December 25 if passed.

Councilor Albert said he was fine with licensing, and fees, but not regulating the number of establishments. He commented that the state pushes this to local to regulate and then the new burden and costs to regulate it falls upon the town. He said the state is better equipped to regulate this.

Councilor Larochelle recommended yearly licensing, without fees. He indicated a yearly license would give the town some control through licensing to ensure establishments are operating correctly. He said the State did their homework and regulates lots of stuff, but if done correctly the local level could have a little more control.

Councilor Crawford said he was in favor of annual local reviews by the Police Department, Fire Chief, and/or Code Enforcement Officer.

Councilor Larochelle suggested introducing an Emergency Marijuana Ordinance while addressing the permanent ordinance so everything fits into place effective December 25 as mentioned earlier.

Councilor Ward explained that our ordinance as written addresses both medical and recreational as if we had opted in for both. He suggested the town clarify its intent to Opt In for Medical at this point and recommended the motion tonight to adopt the land use chart include wording to Opt In for Medical Retail.

Jason Smith, current Retail Store business owner in Woolwich, Winthrop, and looking at Portland, reported Brunswick just adopted licensing requirements and a \$1,500 application fee. Their application fee had been designed to weed out smaller operations. Councilor Kolbe pointed out the \$1,500 application fee limits this to applicants that are more serious. He said the State conducts inspections and has the ability to shut a business down if not in compliance; they may or may not notify the local level. He said Brunswick limited this operation to the industrial park, which is extremely costly to obtain a space in an industrial park.

Mr. Fellows went through the process from dropping off an application at the Code Enforcement Office, getting on the Planning Board's agenda, the Planning Board's determination on whether the application is complete and a couple weeks later they would hold a hearing, then approving it as is or with conditions; it is approximately a 3-week process or more. He mentioned the Planning Board requires a site plan review for property that had been unoccupied for 2 years or more as well.

[illegible]

Boathouses	C	C	P	C	P	C	P	P	P	P	P
Public/Private Recreation Facilities	C	C	NO	C	P	C	C	P	C	NO	P
High Intensity Farming	NO	NO	NO	C	P	C	NO	NO	NO	NO	NO
Kennels & Animal Hospitals	NO	NO	NO	C	C	C	NO	NO	C	NO	NO
Accessory uses/structures	P	P/	P	P	P	P/	P	P	P	P	P
Residential Uses	RP	LR	GR	RO-I	RO-II	RR	LRR	V	C	I	DD 8
Single-family Dwelling	C	P	P	P	P	P	P	P	NO	NO	P1°
Mobile Home	NO	NO	NO	P	P	P	NO	NO	NO	NO	NO
Two Family Dwelling	NO	P	P	P	P	P	P	P	NO	NO	P1°
Multifamily Dwelling	NO	NO	PC ⁶	PC ⁶	NO	P/	NO	P	NO ¹	NO ¹¹	P1°
Mobile Home Parks	NO	NO	P ³	NO	NO	P ⁴	NO	NO	NO	NO	NO
Home Occupations	P	P	P	P	P	P	P	P	P	NO	P
Planned Unit Development/Cluster	NO	C	C	C	NO	C	C	P	NO	NO	P ⁹
Raising of nondomestic animals	P1	P13	P13	P13	P13	P13	P13	P13	P13	P13	P13
Raising of Domestic Pets	P	P	P	P	P	P	P	P	P	P	P
Conversion of existing buildings which do not meet dimensional requirements or parking requirement to unit housing	NO	NO	C	NO	NO	NO	NO	C	NO	NO	NO
Dwelling Unit necessary to a business for owners or Employees or custodial purposes	NO	NO	NO	NO	NO	NO	NO	P	P	P	C
Accessory Uses & Structures	C	P/	P/C	P/C	P/C	P/	P/C	P	P	P	P
Public/Semi-Public Uses	RP	LR	GR	RO-I	RO-II	RR	LRR	V	C	I	DD 8
Utility/Public Works	C	C	C	C	NO	C	NO	P	P	P	P
Church/Place of Worship, Parish House, Rectory, Convent & Religious Institutions	NO	P	P	P	NO	P	P	P	NO	NO	P
Public, Private, Parochial Schools	NO	P	P	P	NO	P	P	P	NO	NO	C
Public Buildings	NO	P	P	P	NO	P	P	P	P	NO	P
Semipublic activities such as clubs not operated for private gain, fraternal org., charitable or education	NO	C	P	P	NO	P	C	P	NO	NO	C
Semipublic activities, clubs & institutions	NO	C	NO	NO	NO	P	NO	P	NO	NO	P
Parking Lot Public/Private	NO	NO	NO	NO	NO	NO	NO	P	P	P	C
Public Utilities	P	P	P	P	P	P	P	P	P	P	P
Public Garages and Storage Yards	NO	NO	NO	NO	NO	NO	NO	C	P	P	C
Public Facilities other than those permitted	NO	C	NO	NO	NO	NO	NO	P	P	NO	C
Public Utility Building	NO	NO	C	NO	NO	NO	NO	P	P	P	P
Accessory Uses & Structures	P	P	P	P	P	P	P	P	P	P	P
Commercial/Business Uses	RP	LR	GR¹²	RO-I	RO-II	RR	LR R	V	C	I	DD 8
Child day care in home/eight or fewer children	NO	C	C	C	C	C	NO	C	NO	NO	P
Children's Day Care Facility	NO	NO	C	C	NO	C	C	C	C	C	C
Nursery school	NO	P	C	P	NO	P	P	P	NO	NO	C
Offices/office buildings not exceeding 2,500 sq. ft.	NO	NO	P	NO	NO	NO	NO	P	P	P	P
Office Building greater than 2,500 sq. ft.	NO	NO	NO	NO	NO	NO	NO	P	P	P	P
Convalescent, rest, nursing, or boarding homes	NO	NO	C	C	NO	C	C	P	NO	NO	C
Business occupations by resident in detached buildings	NO	NO	C	NO	C	NO	NO	P	P	NO	NO
Small businesses, on individual lots/principal building not	NO	NO	C	NO	NO	NO	NO	P	P	NO	P

Campgrounds	NO	NO	NO	C	NO	C	NO	NO	NO	NO	NO
Hotel, motel, inn, tourist home	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Medical/dental office or facility	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Retail Store or outlet, such as grocery, drug, furniture	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Medical Marijuana Businesses (See footnote 14 for definitions) Marijuana: Retail Store	RP	LR	GR12	RO-I	ROII	RR	LR R	V	C	I	DD 8
• <u>Registered Caregivers</u> ← Retail Store →	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>C</u>	<u>C</u>	<u>NO</u>	<u>C</u>
• <u>Registered Dispensaries</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>
• <u>Marijuana Testing Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>
• <u>Manufacturing Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>C</u>	<u>C</u>	<u>C</u>
Adult Use (Recreational) Marijuana Businesses (See footnote 15 for definitions)	RP	LR	GR12	RO-I	ROII	RR	LR R	V	C	I	DD 8
• <u>Marijuana Stores</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>
• <u>Cultivation Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>
• <u>Products Manufacturing Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>
• <u>Testing Facilities</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>
Service Establishment, such as barbershop, beauty parlor, cleaner	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Lawn & garden equipment sales/service	NO	NO	NO	C	C	NO	NO	P	P	NO	C
Snowmobile, motorcycle, recreational vehicle, ATV, boat	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Automobile sales, etc	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Auto service station, auto repair, gasoline service establishment	NO	NO	NO	NO	NO	NO	NO	P	P	NO	NO
Bakery or Food Shop	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Eating Place	NO	NO	NO	NO	NO	NO	NO	P	P	NO	P
Recreational use such as bowling, theaters, dance hall	NO	NO	NO	NO	NO	NO	NO	P	P	NO	NO
Funeral home	NO	NO	NO	NO	NO	NO	NO	P	P	NO	NO
Auditoriums, gymnasiums, places of amusement or places of	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Self-storage facility	NO	NO	NO	NO	NO	NO	NO	P	P	P	C
Shop of painter, carpenter or other skilled worker	NO	NO	NO	NO	NO	NO	NO	P	P	NO	C
Wholesale establishment	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Warehouses	NO	NO	NO	NO	C	NO	NO	NO	P	P	P
Laboratory or research facility	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Laundry/dry cleaning	NO	NO	NO	NO	NO	NO	NO	P	P	P	NO
Retail sales of lumber/building supplies	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Yards of electrical, heating, painting, or roofing contractor	NO	NO	NO	NO	NO	NO	NO	NO	P ⁷	P	NO
Retail business or service involving manufacturing on the premises and not employing more than 10 people, the products of which are principally at sale at retail on the premises.	NO	NO	NO	NO	NO	NO	NO	NO	P ⁷	P	NO
Light manufacturing	NO	NO	NO	NO	NO	NO	NO	C	C	P	P
Business Office related directly to an industrial use on Premises	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Retail sales of products manufactured on premises	NO	NO	NO	NO	C	NO	NO	P	P	P	NO
Accessory Uses & Structures	NO	NO	P/C	P/C	P/C	P/ C	C	P	P	P	P
Industrial Uses	RP	LR	GR	RO-I		RR					DD

					RO-II		LR	V	C	I	8
Junkyards	NO	NO	NO	C	NO	C	NO	NO	NO	C	NO
Transmission facilities-radio, television, power, telephone	NO	NO	NO	C	C	C	C	NO	C	P	NO
Sawmills	NO	NO	NO	C	C	C	NO	NO	NO	P	NO
Truck Terminal	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Bottling & beverages	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Manufacturing, processing, assembly of products or Goods.	NO	NO	NO	NO	NO	NO	NO	NO	P	P	NO
Above ground storage of propane or flammable petroleum fuel products stored in accordance with rules promulgated by the state fire marshal	NO	NO	NO	NO	NO	NO	NO	C	C	P	NO
Commercial & industrial uses and facilities not meeting criteria for permitted uses	NO	NO	NO	NO	NO	NO	NO	NO	C	C	NO
Temporary construction, excavation, fabrication or Processing	NO	NO	NO	C	C	C	NO	NO	C	P	NO
Accessory Uses & Structures	NO	NO	NO	P	P	C	C	P	P	P	P
Signs	P	P	P/C	P	P	P	P	P	P	P	C

Notes:

- Up to four dwelling units.
- Home occupations, limited to 25 percent of the total floor area and employing no more than two outside employees.
- Mobile home parks approved during the period June 29, 1971, through March 10, 1975, under the previous ordinance.
- Mobile home parks, limited to area within 1,000 feet of a general residential district and where public water and sewer is available or is accessible.
- Multifamily dwelling up to two dwelling units.
- Multifamily dwellings containing more than four units.
- Provided that where open storage is habitually involved, a solid, view-obstructing fence shall be erected between such storage and any adjoining residential district.
- The planning board may allow to be located in the diversified development district certain uses which are not specifically listed by conducting a public hearing and approving by affirmative vote by a majority of its members.
- A plan unit development or cluster development must contain a minimum of 15 dwelling units.
- Must be in a planned unit development or cluster development.
- Multifamily dwellings are permitted as an element of the revitalization of commercial and/or industrial structures.
- Small businesses, on individual lots/principal building not exceeding 2,500 sq. ft. are a conditional use in the general residential district.
- Minimum lot size must be 40,000 sf. to raise nondomestic animals.

14. Medical Marijuana Businesses

- Registered caregivers retail stores – authorized to cultivate medical marijuana for qualifying patients, and operating a retail store to sell medical marijuana to qualifying patients.**
- Registered dispensaries – authorized to cultivate and dispense medical marijuana to qualifying patients and caregivers.**

- **Marijuana testing Facilities** – authorized to test medical marijuana for contamination, ~~and~~ potency and cannabinoid profile.
- **Manufacturing facilities** – authorized to manufacture marijuana products and marijuana concentrate for medical use.

15. Adult Use (Recreational) Marijuana Businesses

- **Marijuana stores** – authorized to sell marijuana, marijuana products, immature marijuana plants and seedlings directly to consumers.
- **Cultivation facilities** – authorized to grow, prepare and package marijuana for sale to other marijuana businesses.
- **Products manufacturing facilities** – authorized to blend, infuse or extract components of the marijuana plant to make marijuana products such as ointments, tinctures or edibles, for sale to marijuana stores or other marijuana products manufacturing facilities.
- **Testing facilities** – authorized to conduct research, analysis and testing of marijuana and marijuana products for contamination, potency and safety.

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, and Kolbe. Nays - None. Abstentions - Brunelle.
Order passed - Vote 6-0-1.

REPEAL EMERGENCY MARIJUANA MORATORIUM

First Reading

INTRODUCTION: Councilor Ward said if all this goes through the Code Enforcement Office could accept new applications on November 20 with final approval perhaps by the Planning Board in December.

VOTE (2018-228) Councilor Larochelle, seconded by Councilor Albert moved to adopt the amendment to Lisbon Code of Ordinances to Repeal the Emergency Moratorium as follows:

AMENDMENT TO LISBON CODE OF ORDINANCES

Repeal of Emergency Moratorium Ordinance on Medical Marijuana Registered Caregiver Retail Stores, Registered Dispensaries, Marijuana Testing Facilities and Manufacturing Facilities (Adopted at Council Meeting of 9-4-2018, Council Vote 2018-180)

The Town Council hereby amends the Lisbon Code of Ordinances by repealing the Emergency Moratorium Ordinance on Medical Marijuana Registered Caregiver Retail Stores, Registered Dispensaries, Marijuana Testing Facilities and Manufacturing Facilities, which was adopted in Council Vote 2018-180 at the September 4, 2018 Council Meeting, effective November 20, 2018. It is the intent of the Council that this repeal amendment shall become effective at the same time as the amendment to the Land Use Chart, Lisbon Code of Ordinances Section 70-531, that addresses permitted locations for medical marijuana businesses, which in accordance with Section 2.08 of the Town Charter shall be effective 21 days after the Council's second reading on October 30, 2018.

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, and Kolbe. Nays - None. Abstentions - Brunelle. **Order passed - Vote 6-0-1.**

**GENERAL ASSISTANCE AMENDMENTS TO
CHAPTER 14 MAXIMUMS APPENDIXES A – D**

Second Reading

VOTE (2018-229) Councilor Larochelle, seconded by Councilor Crawford 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

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

New Maximums - Persons in Household

2018/2019	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	538	659	1	<u>540</u>	<u>664</u>
2	711	838	2	<u>711</u>	<u>847</u>
3	896	1079	3	<u>907</u>	<u>1094</u>
4	1071	1294	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
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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 – Albert, Lunt, Crawford, Larochelle, Ward, Kolbe, and Brunelle. Nays - None.
Order passed - Vote 7-0.

AUTHORIZE ISSUANCE OF BONDS UP TO \$294,000 FOR RTE 125/HUSTON-URBAN COMPACT LINE *Second Reading*

VOTE (2018-230) Councilor Larochelle, seconded by Councilor Kolbe moved to adopt the following ordinance as follows:

ORDINANCE AUTHORIZING THE TOWN OF LISBON TO ISSUE UP TO \$294,000 IN BONDS TO FINANCE LISBON'S 10% SHARE OF THE COST OF RECONSTRUCTING STATE ROUTE 125 FROM HUSTON STREET TO THE URBAN COMPACT LINE.

BE IT ORDAINED, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes,

(1) that the Town of Lisbon (the "Town") be authorized to issue general obligation bonds in an amount not to exceed \$294,000 and notes in anticipation thereof (collectively, the "Bonds"), to fund Lisbon's 10% share of the costs of reconstruction of State Route 125 from the intersection of Huston Street to the Urban Compact Line (the "Project"), subject to approval of federal and state funding of approximately \$2,935,000 to finance remaining Project costs;

(2) That the proceeds of the Bonds, including any investment earnings on the Bonds, be appropriated for the costs of the Project;

(3) That the Finance Director be authorized to arrange for the sale of the Bonds at public or private sale to such parties as the Finance Director determines to be in the best interest, to execute and deliver loan agreements and other contracts, certificates and instruments as the Finance Director shall determine prudent in connection with the issuance and sale of the Bonds, to approve the date(s), maturity or maturities, denomination(s), interest rate(s), place(s) of payment, form(s) and other terms, provisions, and details of such Bonds, and to provide for the sale and delivery against payment thereof, to provide that the Bonds may be redeemable or callable, with or without premium, prior to their maturity, and to hire such financial advisors and other consultants, if any, as the Finance Director deems necessary to assist with the sale of the Bonds, all on such terms (not inconsistent with this Order) as the Finance Director shall approve;

(4) That the Bonds be issued in registered form in the name of the Town, executed and delivered by the Finance Director and countersigned by the Chairman of the Town Council and the Town Manager under the official seal of the Town attested by the Town Clerk;

(5) That the Municipal Officers, being the Town Council, Town Manager, Finance Director and Clerk of the Town of Lisbon are each authorized to do or cause to be done all such acts, including but not limited to the execution and delivery of any and all contracts, agreements, certificates and other documents as may be necessary or advisable in order to carry out the provisions of this Ordinance in connection with the issuance and delivery by the Town of the Bonds;

(6) That if any Municipal Officer whose signature may be required in connection with the issuance and sale of the Bonds is for any reason unavailable to approve and execute the required documents, the persons then acting in such capacity on behalf of such Municipal Officer, whether an assistant, a deputy or in some other capacity, is authorized to act on behalf of such Municipal Officer and to perform such acts themselves;

(7) That if any of the Municipal Officers who have signed, attested, or sealed the Bonds shall cease to be such officers before the Bonds so signed, attested and sealed shall have been actually authenticated and delivered by the Town, such Bonds nevertheless may be authenticated, delivered and issued with the same force and effect as though the person or persons who signed, attested or sealed the Bonds had not ceased to be such Municipal Officer;

(8) That it shall be a condition to the foregoing authority conferred by this Ordinance that the voters of the Town, pursuant to Article 8.11(b)(2) of the Town Charter, ratify the adoption of this Ordinance;

(9) That the Town Clerk file an attested copy of this Ordinance with the minutes of this meeting and make attested copies of this Ordinance available to the public;

(10) That a referendum election question regarding the ratification of this Ordinance be placed on the ballot for the November 6, 2018 municipal election, and that the Town Clerk is hereby authorized to take all actions required of the Town Clerk for that referendum question to be considered by the voters, and that a ballot title and referendum question in the following form appear in the warrant for and on the ballot at said election, accompanied by a statement of the Town's Finance Director with respect to said indebtedness in accordance with section 5772 of Maine Revised Statutes Title 30-A:

ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SECURITIES OF THE TOWN OF LISBON IN AN AMOUNT NOT TO EXCEED \$294,000 FOR THE PURPOSE OF FINANCING LISBON'S 10% SHARE OF THE COST OF RECONSTRUCTING STATE ROUTE 125 FROM HUSTON STREET TO THE URBAN COMPACT LINE.

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, Kolbe, and Brunelle. Nays - None.
Order passed - Vote 7-0.

AUTHORIZE ISSUANCE OF BONDS UP TO
\$430,000 FOR RTE 125/ROUTE 196 TO HUSTON ST
Second Reading

VOTE (2018-231) Councilor Kolbe, seconded by Councilor Crawford moved to adopt the following ordinance as follows:

ORDINANCE AUTHORIZING THE TOWN OF LISBON TO ISSUE UP TO \$430,000 IN BONDS TO FINANCE LISBON'S 10% SHARE OF THE COST OF RECONSTRUCTING STATE ROUTE 125 FROM STATE ROUTE 196 TO HUSTON STREET.

BE IT ORDAINED, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes,

- (1) that the Town of Lisbon (the "Town") be authorized to issue general obligation bonds in an amount not to exceed \$430,000 and notes in anticipation thereof (collectively, the "Bonds"), to fund Lisbon's 10% share of the costs of reconstruction of State Route 125 from the intersection of State Route 196 to Huston Street (the "Project"), subject to approval of federal and state funding of approximately \$4,300,000 to finance remaining Project costs;
- (2) That the proceeds of the Bonds, including any investment earnings on the Bonds, be appropriated for the costs of the Project;
- (3) That the Finance Director be authorized to arrange for the sale of the Bonds at public or private sale to such parties as the Finance Director determines to be in the best interest, to execute and deliver loan agreements and other contracts, certificates and instruments as the Finance Director shall determine prudent in connection with the issuance and sale of the Bonds, to approve the date(s), maturity or maturities, denomination(s), interest rate(s), place(s) of payment, form(s) and other terms, provisions, and details of such Bonds, and to provide for the sale and delivery against payment thereof, to provide that the Bonds may be redeemable or callable, with or without premium, prior to their maturity, and to hire such financial advisors and other consultants, if any, as the Finance Director deems necessary to assist with the sale of the Bonds, all on such terms (not inconsistent with this Order) as the Finance Director shall approve;
- (4) That the Bonds be issued in registered form in the name of the Town, executed and delivered by the Finance Director and countersigned by the Chairman of the Town Council and the Town Manager under the official seal of the Town attested by the Town Clerk;
- (5) That the Municipal Officers, being the Town Council, Town Manager, Finance Director and Clerk of the Town of Lisbon are each authorized to do or cause to be done all such acts, including but not limited to the execution and delivery of any and all contracts, agreements, certificates and other documents as may be necessary or advisable in order to carry out the provisions of this Ordinance in connection with the issuance and delivery by the Town of the Bonds;
- (6) That if any Municipal Officer whose signature may be required in connection with the issuance and sale of the Bonds is for any reason unavailable to approve and execute the required documents, the persons then acting in such capacity on behalf of such Municipal Officer, whether an assistant, a deputy or in some other capacity, is authorized to act on behalf of such Municipal Officer and to perform such acts themselves;
- (7) That if any of the Municipal Officers who have signed, attested, or sealed the Bonds shall cease to be such officers before the Bonds so signed, attested and sealed shall have been actually authenticated and delivered by the Town, such Bonds nevertheless may be authenticated, delivered and issued with the same force and effect as though the person or persons who signed, attested or sealed the Bonds had not ceased to be such Municipal Officer;
- (8) That it shall be a condition to the foregoing authority conferred by this Ordinance that the voters of the Town, pursuant to Article 8.11(b)(2) of the Town Charter, ratify the adoption of this Ordinance;
- (9) That the Town Clerk file an attested copy of this Ordinance with the minutes of this meeting and make attested copies of this Ordinance available to the public;

(10) That a referendum election question regarding the ratification of this Ordinance be placed on the ballot for the November 6, 2018 municipal election, and that the Town Clerk is hereby authorized to take all actions required of the Town Clerk for that referendum question to be considered by the voters, and that a ballot title and referendum question in the following form appear in the warrant for and on the ballot at said election, accompanied by a statement of the Town's Finance Director with respect to said indebtedness in accordance with section 5772 of Maine Revised Statutes Title 30-A:

ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SECURITIES OF THE TOWN OF LISBON IN AN AMOUNT NOT TO EXCEED \$430,000 FOR THE PURPOSE OF FINANCING LISBON'S 10% SHARE OF THE COST OF RECONSTRUCTING STATE ROUTE 125 FROM STATE ROUTE 196 TO HUSTON STREET.

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, Kolbe, and Brunelle. Nays - None.
Order passed - Vote 7-0.

AUTHORIZE ISSUANCE OF BONDS UP TO
\$675,000 FOR FIRE TRUCK
Second Reading

VOTE (2018-232) Councilor Albert, seconded by Councilor Crawford moved to adopt the following ordinance as follows:

ORDINANCE AUTHORIZING THE TOWN OF LISBON TO ISSUE UP TO \$675,000 IN BONDS TO FINANCE THE PURCHASE OF A FIRE ENGINE

BE IT ORDAINED, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes,

- (1) That the Town of Lisbon (the "Town") be authorized to issue general obligation bonds in an amount not to exceed \$675,000 and notes in anticipation thereof (collectively, the "Bonds"), to fund the purchase of a "pumper" fire engine;
- (2) That the proceeds of the Bonds, including any investment earnings on the Bonds, be appropriated for the costs of the Project;
- (3) That the Finance Director be authorized to arrange for the sale of the Bonds at public or private sale to such parties as the Finance Director determines to be in the best interest, to execute and deliver loan agreements and other contracts, certificates and instruments as the Finance Director shall determine prudent in connection with the issuance and sale of the Bonds, to approve the date(s), maturity or maturities, denomination(s), interest rate(s), place(s) of payment, form(s) and other terms, provisions, and details of such Bonds, and to provide for the sale and delivery against payment thereof, to provide that the Bonds may be redeemable or callable, with or without premium, prior to their maturity, and to hire such financial advisors and other consultants, if any, as the Finance Director deems necessary to assist with the sale of the Bonds, all on such terms (not inconsistent with this Order) as the Finance Director shall approve;
- (4) That the Bonds be issued in registered form in the name of the Town, executed and delivered by the Finance Director and countersigned by the Chairman of the Town Council and the Town Manager under the official seal of the Town attested by the Town Clerk;
- (5) That the Municipal Officers, being the Town Council, Town Manager, Finance Director and Clerk of the Town of Lisbon are each authorized to do or cause to be done all such acts, including but not limited to the execution and delivery of any and all contracts, agreements, certificates and other documents as may be necessary or advisable in order to carry out the provisions of this Ordinance in connection with the issuance and delivery by the Town of the Bonds;

- (6) That if any Municipal Officer whose signature may be required in connection with the issuance and sale of the Bonds is for any reason unavailable to approve and execute the required documents, the persons then acting in such capacity on behalf of such Municipal Officer, whether an assistant, a deputy or in some other capacity, is authorized to act on behalf of such Municipal Officer and to perform such acts themselves;
- (7) That if any of the Municipal Officers who have signed, attested, or sealed the Bonds shall cease to be such officers before the Bonds so signed, attested and sealed shall have been actually authenticated and delivered by the Town, such Bonds nevertheless may be authenticated, delivered and issued with the same force and effect as though the person or persons who signed, attested or sealed the Bonds had not ceased to be such Municipal Officer;
- (8) That it shall be a condition to the foregoing authority conferred by this Ordinance that the voters of the Town, pursuant to Article 8.11(b)(2) of the Town Charter, ratify the adoption of this Ordinance;
- (9) That the Town Clerk file an attested copy of this Ordinance with the minutes of this meeting and make attested copies of this Ordinance available to the public;
- (10) That a referendum election question regarding the ratification of this Ordinance be placed on the ballot for the November 6, 2018 municipal election, and that the Town Clerk is hereby authorized to take all actions required of the Town Clerk for that referendum question to be considered by the voters, and that a ballot title and referendum question in the following form appear in the warrant for and on the ballot at said election, accompanied by a statement of the Town's Finance Director with respect to said indebtedness in accordance with section 5772 of Maine Revised Statutes Title 30-A:

ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SECURITIES OF THE TOWN OF LISBON IN AN AMOUNT NOT TO EXCEED \$675,000 FOR THE PURPOSE OF FINANCING the purchase of a "pumper" fire engine.

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, Kolbe, and Brunelle. Nays - None.
Order passed - Vote 7-0.

AMEND ARTICLE IV, DIVISION 1,
SECTION 50-261 THRU 267 ATV ORD & REPEAL MAP
Second Reading

VOTE (2018-233) Councilor Larochelle, seconded by Councilor Crawford moved to adopt the ATV Ordinance amendments as presented to Article IV, Division 1, Sections 50-261 through 267, and repeals the ATV Trail Map as follows:

ARTICLE IV. - RECREATION ACTIVITIES ON PUBLIC WAYS
DIVISION 1. - GENERALLY

Sec. 50-261. - Purpose.

The purpose of this ordinance is to authorize the operation of ATVs on designated roadways in the Town of Lisbon.

Sec. 50-262. - Definitions.

Accompanied by adult. "Accompanied by an adult" means, with respect to operation of an ATV, within visual and voice contact and under the effective control of a child's parent or guardian or another person 21 years of age or older.

All-terrain vehicle or ATV. "All-terrain vehicle" or "ATV" means a motor-driven, off-road, recreational vehicle capable of cross-country travel on land, snow, ice, marsh, swampland or other natural terrain. "All-terrain vehicle" or "ATV" includes, but is not limited to, a multitrack, multi-wheel or low-pressure tire vehicle; a motorcycle or related 2-wheel, 3-wheel or belt-driven vehicle; an amphibious machine; or other means of transportation deriving motive power from a source other than muscle or wind. For purposes of this subpart, "all-terrain vehicle" or "ATV" does not include an automobile as defined in 29-A M.R.S. § 101(7); an electric personal assistive mobility device as

defined in 29-A M.R.S. § 101(22-A); a truck as defined in 29-A M.R.S. § 101(88); a snowmobile; an airmobile; a construction or logging vehicle used in performance of its common functions; a farm vehicle used for farming purposes; or a vehicle used exclusively for emergency, military, law enforcement or fire control purposes.

ATV access route. For the purpose of this ordinance, an ATV access route shall be defined as a public way maintained by the Town of Lisbon and designated by the Town Council as an ATV access route. ATV's are only to be used by the public on such designated public ways to gain access to the Lisbon ATV Trail System.

Lisbon ATV Trail System. A designated path commonly used and maintained for ATVs which is administered, in part, by the Town of Lisbon in association with a designated ATV Trail Organization.

Public way. "Public way" means a way, owned and maintained by the State, a county or a municipality, over which the general public has a right to pass.

Sec. 50-263. - Use and operation of Lisbon ATV access routes.

- (a) Operation of an ATV within the Town of Lisbon shall comply with 12 M.R.S. § 13157-A, Operation of ATVs.
- (b) Use and operation of an ATV on a public way shall not obstruct or interfere with the use of the way by traffic or pedestrians.
- (c) The Lisbon ATV access routes will be posted as OPEN from June 1st thru October 31st from sunrise to sunset. All other times/dates the ATV access routes will be posted as CLOSED.
- (d) Each year, in the month of December, prior to the opening of the ATV access routes and Lisbon ATV Trail System, the designated ATV Committee shall be designated or re-designated by the Lisbon Town Council and an annual review of the ATV access routes and Lisbon ATV Trail system shall be conducted. The review will be performed by the Town Manager, Chief of Police or designated officer, Public Works Director, and a designated representative of the ATV Trail Committee.
- (e) Operators under the age of 18 must have a valid driver's license and/or be accompanied by an adult age 21 or older.

Sec. 50-264. - ATV access routes.

The town council does hereby designate the following portions of public ways as ATV access routes, with travel limited to the extreme right of the public way in the same direction as motor vehicle traffic. The posted speed limit for ATV's on ATV access routes shall be ten miles per hour and signs designating the ATV access route and the speed limit shall be conspicuously posted. ATV access routes have been established using guidelines under 12 M.R.S. § 13157-A § 6(H).

- (1) Miller Road.
- (2) Ferry Road (between Miller Rd. and Bretton Rd.).
- ~~(3) River Road.~~
- ~~(4)~~ (3) Wagg Road.
- ~~(5)~~ (4) County Road.
- ~~(6)~~ (5) Burrough Road (from Route 125 to Bowdoin Town Line).
- ~~(7)~~ (6) Gould Road (from Route 125 intersection westerly to #75 Gould Road).
- (7) Wing Street (From #48 Wing Street to the Wing Street / Route 9 intersection)
- (8) Route 9 (From intersection of Wing Street to Route 196)
- (9) Lisbon Street/Route 196 (From intersection of Route 9 to #568 Lisbon Street/Route 196)
- ~~(8)~~ (10) Scottsdale Street.
- ~~(9)~~ (11) Huston Street (from intersection of Scottsdale Street westerly on Huston Street to end).
- ~~(10) Rte 196 (between #580 Lisbon Street and #610 Lisbon Street).~~
- ~~(11)~~ (12) Capital Avenue.

- ~~(12)~~ **(13)** Summer Street (from Main Street, Rte 125, to intersection of Edgcomb Road).
- ~~(13)~~ **(14)** Edgcomb Road (from intersection of Summer Street westerly to start of Transmission Line trail).
- ~~(14)~~ **(15)** Cotton Road.
- ~~(15)~~ **(16)** Pinewoods Road (from intersection of Cotton Road Southwesterly to the Pinewoods Road Recreational fields).

Sec. 50-265. - Signs.

Designated ATV access routes shall be posted along the public ways to clearly define the approved access route. Posted signs shall include the 10 MPH speed limit and the designated ATV access route. The designated ATV Trail Organization shall be responsible for production, placement and overall maintenance of the signage. This shall be done in coordination with and approval of the Lisbon Public Works Department.

Sec. 50-266. - Penalty for violation of division.

Penalties for violation of this division shall be as follows:

- (1) On the occasion of the first violation, the individual violator will be issued a warning, which shall contain the name and address of the violator, the nature of the violation and the location of the violation.
- (2) On the second and subsequent violations:
 - a. Second violation—\$50.00 fine.
 - b. Third violation—\$100.00 fine.
 - c. Fourth and subsequent violations—\$200.00 fine.
- (3) This ordinance shall be enforced by the Lisbon Police Department.

~~Sec. 50-267.—ATV Trail Map. Repealed (C.M. of 08-14-2018 V. 2018-158)~~

~~The Lisbon ATV Trail Map is attached as part of this ordinance.~~

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~~Footnotes:~~

~~—(5)—~~

~~Editor's note—This Route Map is inaccurate and is being revised. For now, please follow trail signs on the trails.~~

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Larochelle, Ward, Kolbe, and Brunelle. Nays - None.
Order passed - Vote 7-0.

WARRANT FOR NOVEMBER 6, 2018

VOTE (2018-234A) Councilor Larochelle, seconded by Councilor Brunelle moved to approve the Election Warrant for November 6, 2018. **Order passed - Vote 7-0.**

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said the School Committee is slowly making gains with their staffing shortage.

2. Planning: Councilor Ward said the Planning Board discussed the Land Use Chart and listened to Ben's presentation on the Comprehensive Plan.
3. LDC: Councilor Larochelle explained LDC talked about using the remaining FAÇADE Grant monies to purchase matching planters to go along with the park benches in the Village area for \$6,259.60 and asked Council to approve this purchase.

VOTE (2018-234B) Councilor Larochelle, seconded by Councilor Brunelle moved to authorize the Town Manager to purchase planters in the amount of \$6,259.60. **Order passed - Vote 7-0.**
4. Conservation Commission: Councilor Ward said the Conservation Commission met at Franks at 6:00 PM. They discussed the solar proposals for town properties. He said he encouraged them to start a composting program.
5. Recreation: Councilor Kolbe said she had nothing to report.
6. County Budget: Councilor Ward said revenues increased and expenses had been cut by \$41,450 so far reducing the percentage of increase from 5.18% or 4.6% now. Progress is being made.
7. Library: Councilor Lunt said the Library is closed and fines will be forgiven so bring your books back when they reopen.

B. TOWN MANAGER'S REPORT

Mrs. Barnes said they have started the carpet work so perhaps they can open back up sooner. She mentioned cleanup work is going on at Graziano's Square now. She thanked Cheryl Haggerty for putting together the video on the road referendums for social media. She said they were able to provide some valuable information. She thanked the Fire Department for putting in some long hours over the weekend fighting a fire in Mechanic Falls. She said on Friday she would be in Augusta to help set the rates for the Health Insurance Premiums for the upcoming year.

C. CONTRACTED TOWN PLANNER – WRITTEN UPDATE

Councilor Ward said Ben Smith from North Star Planning sent in his written report outlining where his time has been spent, where his time will be spent this next quarter, and finishing up the Comprehensive Plan. Councilor Ward said he would accept this report as written.

D. DEPARTMENT HEAD WRITTEN REPORTS

E. DEPARTMENT GOALS PRESENTATIONS

TOWN CLERK

Mrs. Lycette reported on the following goals:

1. The list included Records Retention. Mrs. Lycette indicated the high density roller shelving was installed in April and boxes were replaced onto shelves as near as possible by department. She explained information was gathered from the boxes and input into an excel spreadsheet sheet creating a finding aid so we have once again an index to help locate materials in the vault. Several boxes were targeted for destruction and picked up by Public Works last week.
2. Codify Ordinance more frequently. Mrs. Lycette said the town typically sends out codification work a few times a year; however, one was completed in July and another one will go out at the end of this month.

3. The list included Records Restoration. She said a contract has been issued with Kofile and they picked up the book for restoration work in September. This project is moving ahead nicely.

4. The list included Employee Training and Succession Planning. Mrs. Lycette said training has been ongoing for years. She indicated over the last decade that many temporary Assistants were trained. She mentioned her Deputy Clerk, Jody Durisko recently received her Certified Clerk of Maine designation and that her Assistant Town Clerk, Gwen Michel still does Election related work for the town and has done so for the past 20 years. She mentioned Pauline Pelletier currently works at the front counter and she fills in for notary work. She indicated her recent 4-hour Assistant Clerk, Nina Hodgkins has been putting in extra hours for training as well. She reported she filled the 16-hour part-time Assistant Town Clerk position recently and that the new individual will begin on Monday.

Mrs. Lycette said employee succession training should include Wardens and Election Clerks. She mentioned that she would be conducting an Election Official training on Saturday for Election Clerks and Wardens. She said the town currently has several capable candidates to fill the Warden position and they are Rick Roberts, Jody Durisko, Monique Gayton, and Sheila Gray.

RECREATION DIRECTOR

Mr. Stevens reported on the following goals:

1. Staff hires were completed. He said the list included minimum wage/longevity wages. He said new hires are making what existing employees who have worked for the town for some time are making. He said the town should consider what impact minimum wage is having on staff. He said in most instances new hires have less responsibilities but could be making the same wage as someone who has been working for the town for some time.

2. The list included Program Resource Guide printed by April 1. He mentioned registration started 30 days earlier. However, everyone still seems to register at the last minute.

3. Summer Camp and include trips with camp fees has been a huge success. Most parents are supportive and love not having to worry about fees at trip time.

7. The After-School Special Guests piece is working out nicely, especially when it gets colder outside. He said the Library trips are a big hit as well.

8. The list included Installing Water Source for Gardens and MTM. He said the Water Department will be completing this project on Friday.

9. A Dog Park at Summer Street was on the list. He said recently they discovered a well in the park. They are clearing trees and cleaning up the brush. He said off street parking will be reviewed.

10. The Androscoggin River Trail was on the list. He said they added 10 parking spots on Capital Avenue last year giving access to the Trail from Capital Avenue. Troop 109 is looking at installing Adirondack chairs next spring.

11. The list included Beaver Park's forestry plan, invasive species program, increase parking at Beaver Park and Summer Street Park. He mentioned they removed the Norway maple trees from Gazebo Park and that they decided to plant these two replacement trees somewhere else; he said he did not know just where that would be yet.

POLICE CHIEF

Chief Hagan reported on the following goals:

1. The list included Increase community outreach. Chief Hagan explained that his officers are trying to stop in on a daily basis to our schools. He said he went over today to have lunch with the children. They appear to be interacting with more individuals and sharing trading cards as well.

2. Increase directed enforcement activity. He said that each week his officers cover a different section of town. This corresponds with the daily complaints. He reported 2,154 stops were made, which is 125 more stops than last year.

3. Increase direct supervision and leadership. He explained the IT responsibilities shifted away from the Sergeant's position to the Com Center so now more time for supervision and leadership is taking place, which is going well. He indicated the budget had 35% more money to cover training so employees were taking courses and putting in the hours it takes to complete them.
4. Decrease level of liability/risk to Town of Lisbon, police department, and individual officers. He mentioned dealing with mental illness and domestic violence was among the highest risk to employees and towns. He said his approach has been to determine what could happen and how to prevent that from happening, which is the best strategy for lowering risks. Focusing on these topics mean officers will be less likely to make a mistake.
5. Increased cross training and succession planning was on the list. Chief Hagan said the IT person is cross training the Com Center staff so that they can deal with IT issues in the future.
6. Increase training opportunities for all personnel. Chief Hagan said he would be looking for grants to help fund additional training opportunities. He pointed out that a lot of hard work goes into these types of trainings.
7. Continue movement toward 5-year goals related to personnel, training, and equipment. He said his department is well on its way to meeting all of these goals.

FIRE CHIEF

Chief LeClair reported on the following goals:

1. Increase volunteer base through recruitment efforts. He said four new individuals have joined the staff recently. He mentioned that new hires have to go through physicals, background checks, etc. so follow up with the appropriate training for certifications when necessary.
2. Develop procedure for handling first responder requests for service. The new call out structure is working well, but takes policing. There used to be 10-12 showing up regularly for calls costing about \$200 per call. Today, those with EMS credentials only go on those calls. He reported the State recently reviewed the department and found no issues with personnel, but our records needed straightening out. He said they are getting there now; checking equipment and complainant with what the State is looking for.
3. Chief LeClair said he would have added doing more community events and grant writing to this list. He indicated so many different things can be done with Fire Prevention. He said his department could participate in Career day at the High School. Councilor Ward said he would like to see the Fire Department equipment at home games. Chief LeClair mentioned their Open House at Aubuchon's Hardware on October 27 from 10AM to 2PM. He said grants are out there so many funds out there that could be obtained to host more community events.

FINANCE DIRECTOR

Mrs. Colston reported on the following goals:

1. Going live with MUNIS was on this list; she reported they went live on October 1 with finance. She mentioned they needed additional help with the finance duties because MUNIS requires 100% of her attention right now and she is obtaining a quote for help with payroll, too, which is next to go live.
2. Cross training was on the list. She said she was cross training new personnel. She indicated they were fully staffed at the front counter now and concentrating on filling the sewer billing position backup.
3. Mrs. Colston said although the CIP was on the list that will need to be put on hold.

WASTEWATER TREATMENT PLANT

Steve Aievoli reported on the following goals:

1. The list included a completing the projects associated with the USDA RD Loan. He reported the first phase of projects went out to bid in May. St. Laurent & Son Excavation was awarded the projects. This first phase is for gravity sewer replacements on the following streets.

- Park Street – Sewer Replacement Completed October 12th, Still Manhole work to be done after Base pavement is complete then again next spring when surface pavement is done
- Whitney Street – Work began Friday October 12th. Expected completion by October 23rd
- Madelyn Street – Start date is October 24th or once Whitney is completed
- Andrea Street – This Street is a last minute addition that I was notified about on Thursday October 11th and if the weather Cooperates the start date is October 31st or after Madelyn Street is complete
- Nason Street – Scheduled to be completed 2019
- Osborn Street – Scheduled to be completed 2019
- Ferry Road – Scheduled to be completed 2019

2. The list included striving to maintain 100% compliance with the DEP issued waste discharge license. He reported the department has maintained 100% compliance with the discharge license. He indicated they did have one minor problem with the DMR-QA proficiency testing that is required by the EPA. They failed one test due to an equipment issue. He said that once the problem was identified and rectified, they ordered a make-up test and passed without a problem. He mentioned they had a couple issues on the Whitney Street sewer replacement project. The force main for the Madelyn Street pump station has been broken twice. The P.U.C. and DEP have been notified.

3. The list also included starting the process to do the necessary outside laboratory testing required for the renewal of the wastewater discharge license that will need to be renewed by December 2020. He said in the past this testing was required to be done in the final year of the discharge permit. With our current permit it is now being done in permit year 4. His goal is to get the approval necessary to begin the testing by no later than January 2019. This testing is quite expensive. \$7,500 was added to the budget to cover the added cost. He indicated three laboratories were contacted for a quote to do the testing. One has submitted a quote, the second & third should be sending a quote this week. The quote they received was from Clearwater Laboratory of Newport. This is the laboratory that did this testing when it was last done in 2014. He said the second Lab is Envirosystems Inc., which is now Enthalpy Analytical in Hampton, NH. They will be sending a quote this week. And, the third laboratory is Lotic, Inc. of Belfast. They recently moved and contacting them was a challenge. We should receive a quote from them soon.

4. The list included buildings, grounds, equipment, maintenance and appearance improvements. He reported on the flood damage repair, which has turned out to be a lengthy process. He said they did not know the amount of the claim until the end of July. It took over 3 weeks to get quotes from all the contractors. The contractor that was awarded the work already had other jobs they were working on or scheduled; however, work began today October 16.

Mr. mentioned they had four tree's that were either dyeing or damaged in the storm last October cut down. They are working on getting a stump grinder to remove the stumps from three of them so we can loom and seed the area to improve its appearance as it is just inside the main gate.

Mr. Aievoli said he replaced the steel floor on the inside of the utility body of the 2008 ford f-250, sanded and repainted the rear of the utility body and the rear bumper. Also sanded and painted the rockers and cab corners.

Mr. Aievoli said the treatment plant entrance gate needed replacing. He indicated the cost to build a gate in house was more expensive than the cost to have one built that we could install. The posts were set on September 26 and the measurements were sent to the vendor so they could build the gate to those measurements. He said the gate is scheduled to be completed the beginning of next week and we will install it once received.

APPOINTMENTS – NONE

COUNCILOR COMMUNICATIONS

Councilor Ward thanked all the Department Heads for their updates. The information was very much appreciated.

Councilor Larochelle said the “Out & About with Town Government” held at the Furniture Superstore went well. It was a good overview of what is happening in our community. He said he would like to see this continued with a different venue perhaps. He said he would like to see if they could get 20 to 30 people out plus a handful of businesses. He said it was great to see Department Heads reaching out to the community; this could go a long ways in educating people and keeping our residents up to date on what is happening in our community. It should be fun.

AUDIENCE PARTICIPATION FOR NEW ITEMS

Dorothy Fitzgerald said she was not in favor of losing our contract with Durham for dispatching services. Mrs. Barnes said Durham cancelled their ACO contract with us, but decided to come back this year so we are now sharing ACO services again so the impact to revenues will not as big. Mrs. Fitzgerald said she mentioned this because have the county do our dispatch could save us money, too.

Mrs. Fitzgerald said the signs at the Worumbo Wheel Park are littering all over the place. Mrs. Barnes indicated the Code Enforcement Officer removes the ones not in compliance with our town regulations. Councilor Albert pointed out that the signs in the right-of-way are legal. Mrs. Barnes said duplicates are okay if they are over 30 feet apart.

EXECUTIVE SESSION

VOTE (2018-235A) Councilor Kolbe, seconded by Councilor Brunelle moved to go into Executive Session at 9:15 PM per 1 MRSA Section 405 (6) (D) Labor Negotiations. **Order passed – Vote 7-0.**

The Council came out of executive session at 9:25 PM and resumed the meeting.

VOTE (2018-235B) Councilor Crawford, seconded by Councilor Larochelle moved to ratify the Teamsters Local Union No. 340 Public Works Bargaining Unit Contract effective July 1, 2017 through June 30, 2020 as presented. **Order passed - Vote 7-0.**

Adm corr tl
11/07/2018

ADJOURNMENT

VOTE (2018-236) Councilor Crawford, seconded by Councilor Larochelle moved to adjourn at 9:30 PM. **Order passed - Vote 7-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: 10-30-2018