



**TOWN COUNCIL
MEETING MINUTES
NOVEMBER 13, 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 Larochele, 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 and Crawford. Councilor Larochele was absent. Also present were Diane Barnes, Town Manager; Steve Aievoli, Treatment Plant Superintendent; Lydia Colston, Finance Director; Marc Hagan, Police Chief; Miriam Morgan-Alexander, Appeals Board/Assessment Review Board Member; and approximately 15 citizens in the audience.

VOTE (2018-243A) Councilor Albert, seconded by Councilor Lunt moved to excuse Councilor Larochele's absence. **Order passed - Vote 6-0.**

GOOD NEWS & RECOGNITION

Ray Schlotterbeck brought in "Stanley" from the Flat Stanley Project to have his picture taken at the council meeting. Stanley's last destination was from a child's school in New York. He'll travel to a different destination soon and his travels are documented.

Councilor Brunelle congratulated those who re-ran and won their seats.

Councilor Ward commented on how well the Election ran and mentioned it had been a very good voter turnout. He thanked the voters for passing all of the bond questions. He, also, thanked the election workers. He thanked the voters for their support of his successful re-election.

PUBLIC HEARING

A. SPECIAL ENTERTAINMENT PERMIT FOR THE SLOVAK CATHOLIC ASSOCIATION

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

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2018-243B) Councilor Albert, seconded by Councilor Crawford moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -			
#10222018	\$6,551.50	#10302018	\$14,251.23
#34	\$194,917.87	#35	\$18,455.34
#11012018	\$6,771.56	#11062018	\$363,536.40
#36	\$188,502.65	#37	\$16,931.29
#11132018	\$36,329.37		

B. School Accounts Payable & Payroll Warrants -			
#1019	\$338,963.28	#1020	\$ 11,130.64
#1021	\$326,679.97	#10	\$3,730.91
#11	\$6,800.72	#1022	\$359,175.43
#1023	\$11,260.78		

- C. Workshop Meeting Minutes for October 30, 2018
- D. Ratify the November 6, 2018 Election Results
- E. Approve the Special Entertainment & Liquor License for the Slovak Catholic Association
- F. Set a Public Hearing on Dec 4 for the Coombs-Mountfort American Legion Post #158 for a Special Entertainment and;
- G. Set a Public Hearing on December 4 for Walt's Place for a new Liquor License

Order passed - Vote 6-0.

COUNCIL ORDERS, ORDINANCES, & RESOLUTIONS

AUDIT PRESENTATION

INTRODUCTION: Ron Smith from RHR Smith & Company spoke. He presented the Council with a 100-page summary of the Municipal Audit, which he condensed into about 8-pages. He stated that the process gets better every year, and this year is probably one of the better ones. The town's total financial position in 2017 was \$5.7 Million. This year it is down to \$4.5 Million, due to planned spending.

Mr. Smith said the unassigned fund balance went down to \$2.5 Million from \$3.5 Million because of planned commitments for the 2018-2019 Fiscal Year. The school's fund balance is up from \$600,000 to \$630,000 for this year. The School Department received a windfall in 2017/2018 of rebates totaling \$8.8 Million. The school's budget last year totaled \$8.4 Million. He said they used \$200,000 for the assessment. He said the school's fund balance is certainly strong and that the town is where it expected it to be and needs to be.

Mr. Smith said the Water Department fund is in financially good standing in their calendar year. He indicated he was not privy to where they are at this year.

Mr. Smith addressed many of the best practices for how the town handles its funds; he said issues were caught and addressed right away. He reported the School Department improved their process for Student Accounts, which has been a topic of conversation over the years. He indicated there were some new implementations put into place on Student Accounts and Food Service that he worked closely with them on to improve efficiencies.

Mr. Smith said, overall, the direction the town is going in points up. The Council is getting good business information so the Town Council can make good business decisions.

COUNCILOR COMMENTS: Councilor Ward asked if reconciliations had improved from last year. Mr. Smith commented that it has improved immensely. It now takes days instead of weeks to get it done. He said we have worked on other options to make things better in this process and we are talking about best practices now, not how the numbers are getting on the paper. Councilor Ward stated that he likes not dealing with extensions like they were a few years ago.

DECEMBER 24TH OFFICE CLOSURE

VOTE (2018-245) Councilor Brunelle, seconded by Councilor Crawford moved to close the Town Office, Recreation Department, Library, and Transfer Station on December 24, 2018, allowing employees to use accrued vacation, comp time, or leave for that day. **Order passed - Vote 6-0.**

DURHAM ACO CONTRACT

INTRODUCTION: Mrs. Barnes said the Town of Durham has asked Lisbon to provide ACO services beginning January 1, 2019. Up until 3 years ago, Durham contracted with Lisbon for these services.

Mrs. Barnes said she has provided them with an annual contract beginning January 1, 2019 for their consideration. She requested permission to negotiate and execute a 3-year ACO contract with the Town of Durham. Liability falls upon Durham while the ACO is in Durham

VOTE (2018-246) Councilor Albert, seconded by Councilor Kolbe moved to authorize the Town Manager to negotiate and execute a 3-year ACO contract with the Town of Durham. **Order passed - Vote 6-0**

ADOPTION OF MEDICAL MARIJUANA LICENSING EMERGENCY ORDINANCE

INTRODUCTION: Mrs. Barnes explained the Council packet contained the proposed adoption of an emergency ordinance, first reading, and second reading.

COUNCILOR COMMENTS: Councilor Crawford said there is no need to redo the work that the State does, like background checks, certifications, and obtaining license information.

Councilor Kolbe said it is not over the top asking for officer's names, and so forth because this information should be disclosed.

Councilor Albert said he could get behind this Ordinance, knowing that this is an Emergency piece that can buy us some time before starting the first and second readings. He suggested tabling Agenda Item 248 the first reading for further revisions and to put that on a future agenda.

Mrs. Barnes asked for Council changes as soon as possible so she could get the paperwork done by the end of December so Council could do their first reading in January because the Emergency Ordinance will be good for only 90 days.

Councilor Crawford asked if the Town even needed written consent from the landowner for a Medical Marijuana Establishment or any other form of business. He recommended the town not get involved with that.

Mrs. Barnes said the Town would need written consent from the owner. She indicated the emergency ordinance would be in place so applications could come in while the final version is completed.

VOTE (2018-247) Councilor Lunt, seconded by Councilor Crawford moved to adopt the Ordinance for Licensing of Medical Marijuana Establishments as an emergency ordinance, to take effect immediately upon adoption as follows:

ORDINANCE FOR LICENSING OF MEDICAL MARIJUANA ESTABLISHMENTS (*Emergency Ordinance and First Reading as Regular Ordinance*)

LISBON CODE OF ORDINANCES CHAPTER 10. BUSINESSES ARTICLE XI. MEDICAL MARIJUANA ESTABLISHMENTS

Sec. 10-601. - Authority.

This article is enacted pursuant to authority granted under 30-A M.R.S. § 3001, 22 M.R.S. § 2423-A(14) and 22 M.R.S. § 2429-D.

Sec. 10-602. - Purpose.

The purpose of this article is to provide procedures and standards relating to the operation of medical marijuana establishments and to require their annual licensing.

Sec. 10-603. - Definitions.

As used in this article, unless the context otherwise indicates, the following terms have the following meanings.

Registered caregiver retail store. “Registered caregiver retail store” means a registered caregiver authorized under state law to cultivate medical marijuana for qualifying patients that operates a retail store to sell medical marijuana to qualifying patients.

Registered dispensary. “Registered dispensary” means a dispensary authorized under state law to cultivate and dispense medical marijuana to qualifying patients and caregivers.

Marijuana testing facility. “Marijuana testing facility” means a public or private laboratory authorized under state law to test medical marijuana for contamination, potency or cannabinoid profile.

Manufacturing facility. “Manufacturing facility” means a manufacturing facility authorized under state law to manufacture marijuana products for medical use or to engage in marijuana extraction for medical use.

Medical marijuana establishment. "Medical marijuana establishment" means a registered caregiver retail store, registered dispensary, marijuana testing facility, or manufacturing facility.

State registration authority. “State registration authority” means the authority created or designated by the state for the purpose of regulating and controlling registration for medical marijuana establishments.

Disqualifying drug offense. "Disqualifying drug offense" means a conviction for a violation of a state or federal controlled substance law that is a crime punishable by imprisonment for one year or more, but does not include (1) An offense for which the sentence, including any term of probation, incarceration or supervised release, was completed 10 or more years earlier; or (2) An offense that consisted of conduct that would have been permitted under the Maine Medical Use of Marijuana Act.

Sec. 10-604. - License required.

No person shall operate a medical marijuana establishment, nor shall any property owner permit the use of his or her premises to be operated as a medical marijuana establishment, without a valid license issued by the town. Each license shall be for a period of one year from the date of its issuance. A license must be obtained prior to the opening of a medical marijuana establishment. Applications for renewal licenses shall be submitted at least ninety (90) days prior to expiration of the existing term. Any licensee that fails to submit a renewal application by the applicable deadline shall not have authority to operate until a license is granted.

Sec. 10-605. - Application.

Each applicant for a medical marijuana establishment license shall complete and file an application on the form provided by the town clerk, together with the applicable nonrefundable license fee, as well as the following supporting materials:

- (1) A copy of the applicant’s state registration application and supporting documentation, as submitted to the state registration authority.
- (2) Evidence of all state approvals or conditional approvals required to operate a medical marijuana establishment, including, but not limited to, a state registry identification card or registration certificate.
- (3) If not included in the applicant’s state registration application, a description of the form of ownership of the business enterprise together with attested copies of any articles of incorporation, bylaws, operating agreement, partnership agreement or articles of association that govern the entity that will own and/or operate the medical marijuana establishment.

- (4) If not included in the applicant's state registration application, an affidavit that identifies all owners, officers, members, managers or partners of the applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three (3) years. Supporting documents, including but not limited to motor vehicle operator's license, motor vehicle registration, voter registration or utility bills shall be provided.
- (5) A release for each applicant and for each officer, owner, member, manager or partner of the applicant seeking a license allowing the Town of Lisbon to obtain criminal records and other background information related to the individual.
- (6) A statement as to the precise nature of the business with a description of the nature of all products and services offered to its customers.
- (7) A description of the premises for which the license is sought, including a plan of the premises and a list of all equipment, parts and inventory used in the operation of the medical marijuana establishment.
- (8) Evidence of an interest in the premises in which the medical marijuana establishment will be located, together with the form of interest, along with the written consent of the owner of the premises for such use if the applicant is not the owner.
- (9) Evidence of all land use approvals or conditional land use approvals required to operate the medical marijuana establishment, or applications that have been filed and are pending for the required approvals, including, but not limited to building permit, conditional or special use approval, change of use permit and/or certificate of occupancy.
- (10) Evidence of all other approvals or conditional approvals required to operate the medical marijuana establishment, including any applicable food or victualer's license.
- (11) Evidence of compliance with the requirements of sections 10-611 and evidence that the standards listed in section 10-610 have been met.

If the town clerk determines that a submitted application is not complete, the clerk shall notify the applicant within ten (10) business days of the additional information required to process the application. If such additional information is not submitted within thirty (30) days of the clerk's request, the application may be denied.

Sec. 10-606. - Investigation of applicant, officers, etc.

Upon receipt of an application or of a notice of a change of any of the individuals listed in subsection 10-605(4) above, the town shall provide copies of the completed application to the following staff members for purposes of conducting the investigations and issuing reports as listed below:

- (1) The building inspector shall verify that the premises at which the establishment will be located complies with all applicable town ordinances including, but not limited to, the building code, electrical code, and plumbing code, and shall report findings in writing to the town clerk.
- (2) The code officer shall inspect the location or the proposed location to determine whether the applicable ordinances relating to land use issues and building and safety codes issues have been satisfied and shall report findings in writing to the town clerk.
- (3) The health officer shall inspect the location or proposed location to determine whether all applicable ordinances relating to health and safety have been satisfied and shall report findings in writing to the town clerk.
- (4) The fire chief or his/her agent shall inspect the location or proposed location to determine if all town ordinances and any other applicable regulations concerning fire and safety have been satisfied and shall report findings in writing to the town clerk; and
- (5) The police chief or his/her agent shall investigate the application, including the criminal history record information authorized under subsection 10-605(5) and shall report findings in writing to the town clerk.

Sec. 10-607. - Action on application.

(1) Public hearing. The town clerk upon receipt of a completed application and upon receipt of the reports required under section 10-606 above, shall schedule a public hearing at a regular or special meeting of the town council and shall arrange for public notice of the public hearing to appear in the newspaper of general circulation within the Town of Lisbon at least seven (7) days prior to the date of the scheduled public hearing. Costs of the hearing notice shall be paid out of the license and processing fee.

(2) Town council action. The council, after notice and public hearing, shall determine whether the applicant complies with the requirements of this article. Upon such determination by the council, the town clerk shall be authorized to issue the license.

Sec. 10-608. - Status of license—Display.

No license issued under this article may be assigned or transferred to another entity. Any change in ownership or change in the officers of an owner shall require a new license. Licenses are limited to the premises for which they are issued and are not transferable to another location. The license shall be displayed in a conspicuous place in the medical marijuana establishment for which the license is issued.

Sec. 10-609. - Duty to update information.

Any licensee issued a license under this article shall have the duty to maintain updated and accurate information regarding all of the information provided pursuant to the application process and as required in section 10-605 within ten (10) days of any change of status. Failure to provide and maintain current and accurate information may result in revocation of the applicant's license.

Sec. 10-610. - Standards for approval, denial, revocation.

A license application for a medical marijuana establishment shall be denied by the town council, and an existing license may be suspended or revoked by the town council after notice and hearing, if the applicant, or any owner of the applicant or licensee:

- (1) Fails to meet the requirements of this ordinance.
- (2) Is not at least twenty-one (21) years of age.
- (3) Is not a resident of the state of Maine.
- (4) Has had a license for a marijuana establishment revoked by a municipality or by the state.
- (5) Has not acquired all necessary state and local approvals prior to issuance of the license.
- (6) Has been convicted of a disqualifying drug offense.
- (7) Has provided false or misleading information in connection with the license application.

Sec. 10-611. - Operating Requirements.

In order to obtain a license pursuant to this ordinance, the applicant shall demonstrate to the town council that the following requirements will be met. A licensee shall comply with all of these requirements during the term of the license.

(1) *Fixed location.*

All licensed premises shall be fixed, permanent locations. Licensees shall not be permitted to operate medical marijuana establishments in other than the licensed premises, such as at farmer's markets, farm stands or kiosks.

(2) *Security.*

(a) The licensed premises shall have lockable doors and windows and shall be served by an alarm system that includes automatic notification to the Lisbon Police Department.

(b) The licensed premises shall have video surveillance capable of covering the exterior and interior of the facility. The video surveillance system shall be operated with continuous recording twenty-four hours per day,

seven days per week and video shall be retained for a minimum duration of thirty (30) days. Such records shall be made available to law enforcement agencies when investigating a criminal complaint.

(c) The licensed premises shall have exterior spot lights with motion sensors covering the full perimeter of the building(s).

(3) *Ventilation.*

(a) The licensed premises shall comply with all odor and air pollution standards established by ordinance.

(b) All medical marijuana establishments shall have an odor mitigation system installed that has been approved by a Maine licensed engineer, indicating that the system will provide odor control sufficient to ensure that no odors are perceptible off the premises.

(4) *Loitering.*

The facility owner/operator shall make adequate provisions to prevent patrons or other persons from loitering on the premises. It shall be the licensee's obligation to ensure that anyone found to be loitering or using marijuana or marijuana products in the parking lot or other outdoor areas of a licensed premises is ordered to leave.

(5) *Compliance with requirements of state and local law.*

A medical marijuana establishment shall meet all operating and other requirements of state and local law. To the extent the state has adopted or adopts in the future any law or regulation governing medical marijuana establishments that conflicts in any way with the provisions of this article, the more restrictive shall control.

Sec. 10-612. - Violations; penalties.

In addition to revocation or suspension of a medical marijuana establishment license as provided in this article, the violation of any provision of this article shall be punished by a fine of not less than \$500.00 nor more than \$2,500.00 for each offense. Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense. In addition to such penalty, the town may enjoin or abate any violation of this article. All fines and penalties, together with costs of prosecution of violations, which shall include the town's cost and attorney's fees, shall inure to the benefit of the town. This section shall be enforced by the Lisbon police chief, the Lisbon codes enforcement officer, and/or their designees. Notice of violations by medical marijuana establishment licensees of other provisions of this Code shall be provided to the police chief, town officers, and town attorney.

Sec. 10-613. - License fee.

The annual license fees shall be as follows:

Registered caregiver retail store:	\$ 250
Registered dispensary:	\$ 250
Manufacturing facility:	\$ 250
Marijuana testing facility:	\$ 250

Sec. 10-614. - Severability.

If any section, phrase, sentence or portion of this article is for any reason held invalid by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Sec. 10-615. - Appeals.

An appeal from any final decision of the town council under this article may be taken by any party to Superior Court within thirty (30) days of the decision being appealed in accordance with the provisions of Rule 80B of the Maine Rules of Civil Procedure.

Emergency Declaration

The Town Council declares the existence of an emergency because the Code of Ordinances is insufficient to prevent serious public harm that could be caused by the unregulated development of medical marijuana business establishments, thereby necessitating an emergency ordinance to provide a licensing process for the Town of regulate such establishments. This ordinance shall be enacted as ~~both an emergency ordinance under Section 2.08(b) of the Town Charter and as a regular ordinance under Section 2.08(a) of the Town Charter.~~ It shall be effective as an emergency ordinance immediately upon enactment and shall remain in effect through the ninety-first (91st) day following the date on which it was adopted, unless finally adopted as a regular ordinance within that time.

Proposed: November 8, 2018

Approved: November 13, 2018 (EMERGENCY)

Roll Call Vote: Yeas – Albert, Lunt, Crawford, Ward and Kolbe. Nays - None. Abstentions - Brunelle. Order passed - Vote 5-0-1.

MEDICAL MARIJUANA LICENSING ORDINANCE

The Council consented 5-0-1 (abstaining: Brunelle) under Agenda Item 2018-257 to place this item on a future agenda when final revisions were complete.

FEE SCHEDULE – MARIJUANA LICENSING FEES

VOTE (2018-249) Councilor Crawford, seconded by Councilor Kolbe moved to amend the Fee Schedule adding Marijuana Licensing Fees as follows:

Sec. 10-613. - License fee.
The annual license fees shall be as follows:

Registered caregiver retail store:	\$ 250
Registered dispensary:	\$ 250
Manufacturing facility:	\$ 250
Marijuana testing facility:	\$ 250

Order passed - Vote 5-0-1 (Abstained: Brunelle)

AUTHORIZE LAND USE ACTION 1 HIGGINS ROAD

INTRODUCTION: Mrs. Barnes reported on September 17, 2018, the Lisbon Code Enforcement Officer Dennis Douglass issued a Notice of Violation and Order of Correction (“Notice”) to Walter Morse for an unpermitted “used merchandise sale” at the Premises. The Notice ordered Mr. Morse to bring the Premises into compliance with Town Code of Ordinances (“Lisbon Code”) by October 19, 2018. Mr. Morse has not done so.

Mrs. Barnes indicated she and the CEO were recommending Councilors proceed with litigation to secure Mr. Morse’s compliance with the Lisbon Codes and to seek for him to pay its attorneys’ fees, costs, and potentially a civil penalty. A used merchandise sale has been ongoing at the Premises, in violation of Lisbon Code §§ 70-614 (a) and 70-615(b).

VOTE (2018-250) Councilor Albert seconded by Councilor Kolbe moved to authorize the Town Manager and Code Enforcement Officer to institute an action against Mr. Morse for land use violations in the name of the Town in Maine District Court. **Order passed - Vote 5-1 (Opposed: Brunelle)**

UNDERAGE DRINKING ENFORCEMENT GRANT

INTRODUCTION: The Police Chief requested permission from the Town Council to apply for, accept, and spend the following grant monies should the Lisbon Police Department's request be approved:

The Department of Health and Human Services/Center for Disease Control offers funding on an annual basis for the enforcement of Underage Drinking Laws. Dirigo Safety LLC of Auburn has been contracted by DHHS to provide local administrative services and sub-grants for these enforcement details for the fiscal year 2019 (ending June 30, 2019).

The Lisbon Police Department is seeking a sub-grant of up to \$5,000 to fund and conduct underage alcohol consumption enforcement details over school vacations, prom weekend, and on or about graduation. The department would also use this funding to conduct compliance checks on local stores that sell alcohol.

Chief Hagan said funding available through these sub-grants can be used for enforcement details and training only and will not require any matching funds from the Town of Lisbon.

VOTE (2018-251A) Councilor Brunelle, seconded by Councilor Crawford moved to authorize the Police Chief to apply for Underage Drinking Grant funds in an amount up to \$5,000, and to accept and spend if awarded. **Order passed – Vote 6-0.**

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said our student enrollment is good. He mentioned the CSPAN Bus that stopped in at the Lisbon High School, which delivered a nice presentation and good information to our children.
2. Planning: Councilor Ward said he had nothing to report.
3. Conservation Commission: Councilor Ward said he had nothing to report.
4. Recreation: Councilor Kolbe said she had nothing to report.
5. County Budget: Councilor Ward reported that insurance had gone up 5%, not the 10% expected. He said the Androscoggin County Manager is recommending approval.
6. Library: Councilor Lunt reported the new floor installed at the Library looks good. He said the newly painted areas look nice as well. He mentioned the volunteers and staff had done a lot of this work.

B. TOWN MANAGER'S REPORT

Mrs. Barnes reported she checked with insurance companies after the Moxie Festival for quotes on Event Cancellation insurance. She said it would be \$1,250 per year from Champoux Insurance and this policy would be date specific. She recommended spending this amount because the weather can be unpredictable, the festival runs on its revenues, and the festival cannot afford to continue without that annual income. Councilors requested more information regarding the history of this type of insurance and whether anyone else has ever collected on it before, how well did it work, etc. Councilor Kolbe requested the specifics on this policy.

Mrs. Barnes said this quote is good until December 23, which gives us time to double check on this. She indicated she would send out specifics and recommendations for this insurance electronically to Councilors prior to leaving on vacation.

VOTE (2018-251B) Councilors unanimously agreed that if all the information looked good and if Mrs. Barnes was comfortable with the Event Cancellation policy, then she could purchase it.

C. DEPARTMENT HEAD WRITTEN REPORTS

Councilor Lunt asked if Public Works intended to fix the trench on South Street in Lisbon Falls. Mr. Aievoli said he would make a note to remind them to follow up on that.

Mr. Aievoli presented Mr. Martin's Winter Operations Memo. He said circumstances had forced Mr. Martin to prepare himself for surgery tomorrow.

Mr. Aievoli said Mr. Martin wanted to express his sincere thanks to the crews at Public Works and the Transfer Station. They have been shorthanded for a length of time now and the crew should be commended for stepping up and keeping the level of service where it needed to be to keep the traveling public safe. He pointed out that the Transfer Station has also been shorthanded almost weekly and the need to perform their tasks, even under duress, has been the priority for the crew. He said construction season is ending, and the crew has done a fantastic job closing projects up even though at times they only had a fraction of their workforce available.

Mr. Aievoli reported the paving program is grinding to a close. The wet fall has crippled so many contractors, hoping to get projects finished for winter. He said they will only have binder on a couple roads going into the winter. He indicated Madelyn and Whitney Streets will be reclaimed and left gravel for the winter. The Crack-sealing Program will begin in the spring. Patching is our priority now and making sure all of our roads are secure to accept a snow plow. The Shoulder Program, which completed the Paving Bond Program, was almost complete until they started getting unending rainstorms. He said they would return to these shoulders in the spring to dress them up for seed and mulch.

Mr. Aievoli reported on the Winter Maintenance Plan and indicated they have stockpiled all of the materials (salt, sand, and liquid calcium). He indicated that trucks have all their headgear on, sanders and plows were ready. He mentioned they harnessed up our pickups with plows. He reported they reviewed the plow routes and made adjustments. The crew levels were replenished with transfers, new hires, and assistance from other departments.

Mr. Aievoli reported they were down two Mechanics. He said Mr. Martin wanted to thank Dunkin Daly, a former mechanic, for coming out of retirement to work three days a week to get us through this crisis. Almost every town in this area is looking for a mechanic.

D. LISBON EMERGENCY QUARTERLY REPORT

John Cordts, Caption from Lisbon Emergency, said the Chief was on vacation so he could not attend. He indicated one of their goals was to reduce the subsidy that Lisbon and Bowdoin provides Lisbon Emergency. He said through strong financial planning and financial responsibility, Lisbon Emergency is currently on the way to meeting this goal. Instead of purchasing a brand new ambulance to replace the 2001 Road Rescue ambulance, members spent many hours online to find a low mileage used ambulance that would fit their needs. This saves \$100,000 versus buying new.

Mr. Cordts said they applied for a grant through the Maine Emergency Management Agency; they will announce recipients in a few weeks. If awarded, this would save \$4,500 on a new generator and \$3,500 on a new base radio.

Mr. Cordts said they are looking to hold a Capital Improvement fundraiser to help pay for a "Power Stretcher Load System" for ambulance 401. This will increase patient safety, better secure the stretcher to the ambulance, and reduce employee back injuries.

Mr. Cordts said they would be looking at holding community training sessions and blood pressure information clinics after the holiday season. He said the biggest challenge facing Lisbon Emergency along with all the other Fire and EMS services in Maine is staffing. It has been a challenge to hire new providers, especially at the medic level. They have hired six new providers since July and will continue to aggressively recruit in order to increase staffing.

Mr. Cordts said they provide financials monthly to their budget committee, treasurer (Lydia Colston), and to the towns of Lisbon and Bowdoin. He provided a copy to Councilors. He encouraged Councilors to visit their webpage at www.lisbonemergency.org, call the station at 207-353-5079, or email lems451@hotmail.com for more information if needed.

APPOINTMENTS

ASSOCIATE MEMBER - PLANNING BOARD RESIGNATION

VOTE (2018-251) Councilor Crawford seconded by Councilor Lunt moved to accept Eric Metivier's resignation on the Planning Board and to advertise the vacancy. **Order passed – Vote 6-0.**

Mrs. Barnes mentioned one application has been received so far and that she would advertise this position now.

COUNCILOR COMMUNICATIONS - NONE
AUDIENCE PARTICIPATION FOR NEW ITEMS - NONE
EXECUTIVE SESSION - NONE

ADJOURNMENT

VOTE (2018-253) Councilor Albert, seconded by Councilor Kolbe moved to adjourn at 8:05 PM. **Order passed - Vote 6-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: December 18, 2018