



TOWN COUNCIL MEETING MINUTES APRIL 2, 2019

Christopher Brunelle, At Large 2019
Mark Lunt, District 1 2019
Vacant, District 2, 2019
Fern Larochelle, At Large 2020
Normand Albert, At Large 2021
Kasie Kolbe, District 1 2021
Allen Ward, District 2 2021

CALL TO ORDER. The Chairman, Normand Albert, called the meeting to order and led the pledge of allegiance to the flag at 7:00 PM.

ROLL CALL. Members present were Councilors Ward, Albert, Kolbe, Brunelle, Lunt, and Larochelle. Also present were Diane Barnes, Town Manager; and approximately ten citizens in the audience.

GOOD NEWS & RECOGNITION

PROCLAMATION FOR LISBON HIGH SCHOOL DRAMA CLUB

VOTE (2019-65) Councilor Kolbe, seconded by Councilor Larochelle moved to adopt the following Proclamation:

WHEREAS, The Lisbon High School Drama Club had a very dynamic and successful year! 44 students were involved in the production of “The Secret In the Wings” in November, which had three sold out performances. Theatre Arts classes and Independent Costuming Class began working on the one act production “Scenes from The White Snake” in September. After completing a formal analysis of the play and many hours of research, the 35-minute version was ready to be cast in December. Countless hours were spent in rehearsal, building and painting the set, and creating 37 Song Dynasty costumes, six elaborate puppets, as well as many detailed properties.

WHEREAS, On March 9 the LHS Drama Club won the regional competition at Thornton Academy. Regional Festival All Cast Awards were awarded to Ben Duquette, Ailiah French, and Geoffrey Shambarger. Special Judges Commendations were awarded to Kierra Bouchard for Puppet Design and Construction, Jenny Dong for Costume Design, LHS Costuming Class for Costume Construction, Liz Currie and Hunter McKellick for Drumming, Emily Chase and Leigh Walls for Choreography, and Nick Eastman for Projection.

WHEREAS, On March 23 the LHS Drama Club Won the Class B Maine Drama Festival State One Act competition in Ellsworth with a score of 296 out of a possible 300, and will represent Maine at the New England Theatre Festival in Cranston RI in April. State Festival All Cast Awards were awarded to Emily Chase, Kierra Bouchard, Cameron Goslin and Austin Lachapelle. Special Judges Commendations were awarded to Kierra Bouchard for Puppet Design and Construction, Emily Chase and Leigha Walls for Choreography, Geoffrey Shambarger, Ben Duquette and Ailiah French for Excellence in Narration, Xin Yi Jenny Dong for Costume Design/Dramaturgy, and Chris Roupe, Liz Currie and Hunter McKellick for Live Instrumentation.

NOW THEREFORE, We the Town Council of the Town of Lisbon, on this second day of April 2019, would like to congratulate these students for their outstanding achievement. Well Done!

Order passed - Vote 6-0.

PUBLIC HEARINGS

A. PROPOSED CHARTER AMENDMENT – CONSOLIDATE VOTING DISTRICTS

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 (2019-66) Councilor Larochelle, seconded by Councilor Kolbe moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

# 3202019	\$ 7,698.08	# 3202019A	\$ 27,434.00
#56	\$ 180,794.73	#57	\$ 18,225.14
#3272019	\$ 9,781.39	#422019	\$ 142,817.17

B. School Accounts Payable & Payroll Warrants -

#1048	\$ 329,824.70	#1049	\$ 339,454.90
#22	\$ 754.50	#1050	\$ 11,612.09
#1912	\$ 105,304.41		

C. Workshop Minutes for March 12, 2019 and Regular Minutes for March 19, 2019, and

D. Set a Public Hearing on April 16 for a Victualer's License for Grazi To Go

Order passed - Vote 6-0.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

SET JUNE 11, 2019 AS THE DATE FOR THE SCHOOL BUDGET VALIDATION REFERENDUM ELECTION

INTRODUCTION: The School Department is requesting the Council set June 11, 2019 as the date for their School Budget Validation Referendum Election.

VOTE (2019-67) Councilor Ward, seconded by Councilor Kolbe moved to set June 11, 2019 for the School Budget Validation Referendum. **Order passed - Vote 6-0.**

SET PUBLIC HEARINGS ON MAY 7 FOR SCHOOL BUDGET & SCHOOL CIP

VOTE (2019-68) Councilor Lunt, seconded by Councilor Larochelle moved to set the Public Hearing on May 7 for the School Budget & School CIP. **Order passed - Vote 6-0.**

SET SCHOOL BUDGET ADOPTION DATE FOR MAY 14, 2019 & ORDER BALLOT PRINTING

INTRODUCTION: The proposed school budget timeline indicates the School Committee will be approving their final school budget on May 6 and the Council will hold its Public Hearing on May 7; therefore, the School's budget will be ready for Council's consideration and adoption on May 14.

VOTE (2019-69) Councilor Kolbe, seconded by Councilor Albert moved to set the School Budget Adoption date for May 14, 2019 and order ballot printing. **Order passed - Vote 6-0.**

ORDER FOR SPECIAL MUNICIPAL ELECTION - CHARTER AMENDMENT

INTRODUCTION: The Town Clerk pointed out that the Council has called a Special Election on June 11, 2019 to fill the District 2 vacancy in the office of Town Council. The Council requested a Charter

Amendment to consolidate Districts be considered by referendum as well. The public hearing was set for April 2 and the next step on the timeline is to place the Charter Amendment Question on the warrant for Council adoption on April 16.

VOTE (2019-70) Councilor Kolbe, seconded by Councilor Larochelle moved to adopt the Order for Special Municipal Election to place the Charter Amendment Question on the June 11, 2019 ballot. **Order passed - Vote 6-0.**

**MMA EXECUTIVE COMMITTEE & VICE PRESIDENT OPENINGS -
SEEKING STATEMENTS OF INTEREST**

No action taken

DINGLEY TIF EXPENDITURE DESIGNATION

INTRODUCTION: The Recreation Director is requesting authorization to pay for the Moxie Coordinator position out of the Dingley TIF funds.

VOTE (2019-72) Councilor Ward, seconded by Councilor Larochelle moved to authorize the Town Manager to designate an amount not to exceed \$20,000 from Dingley TIF funds to fund the Moxie Coordinator position. **Order passed – Vote 6-0.**

SUMMER COUNCIL MEETING SCHEDULE

INTRODUCTION: Last year the Town Council chose to meet once during the months of July and August. Mrs. Barnes recommended Councilors meet July 16 and August 13 to balance out the times in between meetings nicely.

VOTE (2019-73A) Councilor Larochelle, seconded by Councilor Ward moved to approve that the Council meet once during the months of July and August, and that those dates be on July 16, 2019 and August 13, 2019. **Order passed - Vote 6-0.**

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said he had nothing new to report.
2. Planning: Councilor Ward mentioned the Comprehensive Plan was moving through its final stages. He said Crystal Springs withdrew their application with plans to redo it, and that the Graziano Square project was moving ahead.
3. LDC: Councilor Larochelle indicated their meeting will be coming up this month, that the date and time would be posted, or call the Town Office to get that information. He said the Graziano Square project is moving along.
4. Conservation Commission: Councilor Ward reported the Conservation Commission would be meeting next week.
5. Recreation: Councilor Kolbe asked Mr. Stevens to give the board a quick update. Mr. Stevens said the Recreation Committee met last night and reviewed the budget. They decided to hold the Fishing Derby again since the State would be stocking our ponds this year. This will take place on *National Take Your Kids to the Park Day*, Sunday, May 19. He said they reviewed the Graziano Square plans, as well.
6. County Budget: Councilor Ward said he had nothing new to report.

7. Library: Councilor Lunt said he had nothing new to report.

B. TOWN MANAGER'S REPORT

Mrs. Barnes reported Maine PowerOptions has provided Lisbon with competitive pricing for smaller electrical accounts. Prices hover around .09 cents per kilowatt. Right now Lisbon is paying .08 cents a kilowatt and they are offering a fixed price of 06.5 cents per kilowatt, which is good through tomorrow morning hopefully. She said these opportunities do not open up very often, maybe three or four times a year.

VOTE (2019-73B) Councilor Ward, seconded by Councilor Larochelle moved to authorize the Town Manager to negotiate a contract with Maine PowerOptions for Lisbon's smaller electrical accounts. **Order passed – Vote 6-0.**

APPOINTMENTS – NONE

COUNCILOR COMMUNICATIONS

Councilor Ward indicated he would not be here next week, but that he would get his questions to the Town Manager ahead of time.

AUDIENCE PARTICIPATION FOR NEW ITEMS

EXECUTIVE SESSION - NONE

ADJOURNMENT

VOTE (2019-74A) Councilor Kolbe, seconded by Councilor Larochelle moved to adjourn to a budget workshop at 7:21 PM. **Order passed - Vote 6-0.**

BUDGET WORKSHOP

PARKS & RECREATION BUDGET

Mr. Stevens presented the Parks and Recreation Budget. He said there were not many changes in the budget this year. He explained the minimum wage increase impact to temporary wages and wages. He encouraged the Council to consider reviewing wages now that minimum wage is \$12 per hour. There are 95 seasonal and temporary employees in this department.

Mr. Stevens reviewed his goals for his department. He indicated they would be installing the pavers finishing the walkway around the MTM Park with the \$3,000 earmarked for it. He mentioned the new computer application for Beaver Park so individuals can now see by computer access where they are exactly in the park. This will tell you how far you have walked, etc. He said they would continue to stay on top of identifying and removing invasive species. He mentioned plans were being developed to level off and grass in the area out back of MTM. He reported the Miller Trail had fencing, which needs repairing. He said they would like to improve the beachfront at Beaver Park, restoring it back to the original way it looked. Right now, there is only about 15 feet of sand, when there used to be 30 feet or more. He indicated the bath houses needed renovating, too. He recommended creating a picnic area behind ETTI, which overlooks the Androscoggin River now that the parking area has been completed. He suggested introducing a disc golf course at Beaver Park, which could start around the time the timber harvesting is done, paving the way for creating one.

Councilor Ward recommended reducing line 5110 since the custodian position has been reduced. Mr. Stevens pointed out that the trash line would be divided between the town and LACO. The Council discussed the Sunshine Hill line 5682 and the car show funds. Recommendations were to put \$3,000 into a Reserve Account for the Senior Program. Mrs. Barnes reported this needs to be placed on an agenda to have the Council set this up.

Mr. Stevens explained that residents register over the internet through a provider who has been charging the town 4% on all transactions, totaling around \$8,000 in fees per year. The internet provider offered to reduce this fee to an annual charge of \$4,200 with no change in service. Mrs. Colston said this falls under the Technology budget.

Mr. Stevens pointed out that all the recreation programs pay for themselves. He reported the profit and loss on a couple programs, for instance: 1) The After School Program costs in salaries \$19,775 and the revenues to date are \$38,000, however at year-end Lisbon should see around a \$20,000 profit; and 2) Summer Day Camps last year totaled around \$63,000 in salaries, with \$66,000 in revenues.

MUNIS UPDATE

Mrs. Colston reported payroll will go live next week, running both TRIO and MUNIS until the switch over is complete. She said Animal Licensing, Business Licensing, and Tyler Cashiering have gone live as well. She indicated they are working on Central Property Tax. She said Utility Billing should be ready to go live in seven or eight months. Everything looks to be on track so far. The Council thanked Mrs. Colston.

Seeing no further business before the Council, Councilor Albert adjourned the workshop at 7:40 PM.

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: April 16, 2019