



**TOWN COUNCIL  
MEETING MINUTES  
MAY 7, 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; Tracey Steuber, Economic Development Director; Marc Hagan, Police Chief; Nate LeClair, Fire Chief; Robert Robitaille, Deputy Fire Chief; Randy Cyr, Public Works Director; Steve Aievoli, Sewer Superintendent; Rick Green, Superintendent of Schools, Traci Austin, School Committee Chairman; Donald Fellows, Planning Board Member; Karin Paradis, Planning Board Chairman; Miriam Morgan-Alexander, Assessment Review/Appeals Board Member; and approximately 25 citizens in the audience.

**GOOD NEWS & RECOGNITION**

**PROCLAMATION 50<sup>th</sup> ANNIVERSARY OF MUNICIPAL CLERKS WEEK**

**VOTE (2019-87)** Councilor Albert, seconded by Councilor Larochelle moved to adopt the following Proclamation:

50TH ANNIVERSARY OF MUNICIPAL CLERKS WEEK  
MAY 5, 2019 through MAY 11, 2019

**WHEREAS**, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

**WHEREAS**, The Office of the Municipal Clerk is the oldest among public servants, and

**WHEREAS**, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

**WHEREAS**, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

**WHEREAS**, The Municipal Clerk serves as the information center on functions of local government and community.

**WHEREAS**, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

**WHEREAS**, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

**NOW, THEREFORE**, We, the Lisbon Town Council, do recognize the week of May 5 through May 11, 2019, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Twila Lycette; Deputy Clerk, Lisa Smith; and Assistant Clerk, Nina Hodgkins and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

**Order passed - Vote 6-0.**

The Chairman recognized Lisa Smith and Nina Hodgkins in the audience and thanked them for doing a great job.

## PROCLAMATION KIDS TO PARKS DAY

**VOTE (2019-88)** Councilor Larochelle, seconded by Councilor Kolbe moved to adopt the following Proclamation:

### NATIONAL KIDS TO PARKS DAY

**WHEREAS**, May 18th, 2019 is the ninth Kids to Parks Day organized and launched by the National Park Trust, held annually on the third Saturday of May; and

**WHEREAS**, Kids to Parks Day empowers kids and encourages families to get outdoors and visit America's parks; and

**WHEREAS**, it is important to introduce a new generation to our nation's parks; and

**WHEREAS**, we should encourage children to lead a more active lifestyle to combat the issues of childhood obesity, diabetes, hypertension and hypercholesterolemia; and

**WHEREAS**, Kids to Parks Day is open to all children and adults across the country to encourage a large and diverse group of participants; and

**WHEREAS**, Kids to Parks Day will broaden children's appreciation for nature and outdoors; and

**WHEREAS**, The Lisbon Parks and Recreation Department invites all families to participate in the annual fishing derby at Beaver Park on this day; and

**NOW THEREFORE**, We, the Town Council of the Town of Lisbon do hereby proclaim to participate in Kids to Parks Day. We urge residents of Lisbon to make time May 18th, 2019 to take the children in their lives to a state or national park, Beaver Park, the Fishing Derby, Summer Street Park, MTM Park, or enjoy our beautiful walking paths; the one through the woods on the Miller Park Trail or by the water on the Androscoggin River Trail.

**Order passed – Vote 6-0.**

## TOWN REPORT DEDICATION

The Chairman asked Representative Rick Mason and his family to join the Town Clerk at the lectern to receive this year's first copy of the Lisbon Annual Town Report, which the town dedicated in memory of GINA MASON.

The Town Clerk said Gina served the citizens of Lisbon in many, many, different ways. She served as an Election Clerk in 2004. In 2006, Lisbon transitioned from a Selectmen/Town Manager form of government to a Council/Town Manager form of government. Gina ran for office, won, serving on Lisbon's first Town Council, and continued to serve until 2013. Gina then ran for School Committee in 2014 and won, serving on the school committee until her passing. Gina will be remembered for many things, but one of the roles she cherished most was volunteering on the Moxie Festival Committee. She started orchestrating the yearly Moxie Parade in 2010 and was involved in the parade in some form since its inception. In November 2016, she was elected to serve in the State Legislature representing the town she loved. Gina was particularly proud to be serving with her son, the then Senate Majority Leader Garrett Mason. Gina and Garrett made history serving as a mother son team in the Legislature from Lisbon. Gina never let a legislative day go by without first stopping by Garrett's office to give him a hug. We have all missed our truly great friend.

The Town Clerk presented the Mason family a copy of the report and asked that they accept this copy of the Annual Town Report put together with a Moxie Theme, as a token of our expression of appreciation for Gina's service from her community.

## **PUBLIC HEARINGS**

### **A. SCHOOL BUDGET**

The Chairman opened the public hearing. Superintendent Green presented the School Committee's approved School Department budget totaling \$16,838,035, which is 2.6% or \$425,988 higher than last year. The total local funding required will be \$7,410,216, which results in a 5.5% or \$386,434 increase in local taxes.

Dr. Green reported the total state and local contributions, including Adult Education and Revenues were for Revenues \$360,126, a -34% or \$184,361 decrease, state was \$9,056,649, a 2.2% or \$192,464 increase, and local was \$7,410,216, a 5.5% or \$386,434 increase for a total with Adult Ed of \$16,838,035, a 2.6% or \$425,988 increase.

Dr. Green reported the major contributing factors in their budget included the following items along with \$76,059 less in the Unassigned Fund Balance to offset the increase:

- Salaries & Benefits
- Maine State Retirement
- Nutrition Funding
- Gartley Street School (1 Teacher, 2 Ed Tech's)
- Revenue \$184,361 Decrease (Nutrition & Unassigned)

Nutrition, as required, was separated out of the budget to become its own operation, so now Nutrition Revenues have to be raised to offset the budget for Nutrition Expenses. Dr. Green explained the \$2,440,440 amount over Essential Programs and Services along with the expenses for Teachers, Guidance, Librarians, Health, Ed-Techs, Library Techs, and Clerical.

Dr. Green indicated State Subsidy is determined through a combination of funding formulas. The current state contribution is \$9,056,649, a 2.2% or \$192,464 increase. He reported the Capital Reserve Fund is at \$81,983 and that \$43,209 of that will go towards the Energy Performance Contract. He said variables could affect the budget both positively and negatively, so it can be expected that retirements, new hires, and insurance changes hopefully balance each other out. He said this is the budget expected to go to the voters at the referendum June 11, 2019.

Councilor Larochelle pointed out that there are uncontrollable costs each year, which increase this budget, in this case, it typically can be around \$365,000 to \$400,000 without changing anything, which is the increase being presented.

The Council discussed washing the salt and calcium off our buses to extend their life expectancy. Mrs. Austin said regionally we are discussing this topic at the school level and we believe it to be a worthwhile endeavor.

Seeing no further comments, the Chairman closed the public hearing.

### **B. SCHOOL CIP**

The Chairman opened the public hearing. Mrs. Austin reported the capital items have not changed much. The list identifies the areas on the watch list for improvements. One item is on the agenda tonight, which is the Athletic Field lights installation. She said they know what needs to be done, are attempting to do these items in phases, and are progressing nicely. Seeing no further comments, the Chairman closed the public hearing.

## **AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE**

### **CONSENT AGENDA**

**VOTE (2019-89)** Councilor Kolbe, seconded by Councilor Albert moved to adopt the following:

- A. Municipal Accounts Payable & Payroll Warrants -  
#4182019 \$ 9,955.38 #4252019 \$ 108,799.21

#522019	\$ 21,217.90	#572019	\$ 338,087.39
B. School Accounts Payable & Payroll Warrants -			
#25	\$ 1,627.22	#1054	\$ 320,360.39
#1055	\$ 337,162.41	#1056	\$ 11,799.32
#26	\$ 1,529.67	#1058	\$ 11,623.26
#1057	\$ 305,558.74	#1915	\$ 117,334.78
C. Workshop Minutes for April 9 & April 23 and Minutes for April 16, 2019			
D. Renewal Mobile Home Park License for Town & Country Park			
E. Set a Public Hearing on May 21, 2019 for Franks' Special Entertainment Permit & Snappy Dawgs Griddle- New Mobile Unit at Riverside Flea Market			
F. Set Voter Registration Hours for June 11, 2019 Election			
G. Renewal Victualer's Licenses for :			
Angelo's		Flux	
Aroma Joes		Food City	
Bootleggers		Franks	
Canton Pearl		Lisbon Gulf	
China Inn		Left Hand Club	
Chummy's		House of Pizza	
Big Apple		MacDaddy's	
Coombs Mountfort		McDonalds	
Dominos		Methodist Church	
Dunkin Donuts		Railroad Restaurant & Pub	
EZ Mart			
Rusty Lantern		Smiley's Ice Cream	
Sam's		Subway	
Slovak Catholic Association		Walt's Place	

and Itinerant Vendor Permits for:

MacDaddy's  
Positive Change Lisbon  
Moxie Festival

**Order passed – Vote 6-0.**

## **COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES**

### **CAPITAL RESERVE REQUEST**

#### **SCHOOL COMMITTEE PHASE I INSTALLATION FOR ATHLETIC FIELD LIGHTS**

**INTRODUCTION:** The Capital Reserve Fund was created in 2011 to allow the School Committee to use existing money to pay for maintenance and minor remodeling. Since 2011, money from the undesignated balance and unanticipated revenues has been transferred into the Capital Reserve Fund. The use of the Capital Reserve Fund has allowed the Lisbon School Committee to utilize existing money without having to increase the taxpayer's local share. The current balance of the Capital Reserve Fund is \$81,983 and the following request is to utilize an amount not to exceed \$30,000 to pay for Phase I Installation of the Athletic Field Lights.

On Monday, April 29, 2019, the Lisbon School Committee voted 5-0 to request authorization from the Town Council to utilize an amount not to exceed \$30,000 from the Lisbon School Department's Capital Reserve Fund to pay for the Phase I Installation of the Athletic Field Lights. A copy of the quote from Musco Lighting is in the Council's packet.

**COUNCILOR COMMENTS:** Councilor Ward mentioned donations were made to the Booster's upon his mother's passing and that they received approximately \$1,400.

**VOTE (2019-90)** Councilor Brunelle, seconded by Councilor Larochelle moved to authorize the School Committee permission to utilize an amount not to exceed \$30,000 for the Phase I installation of the Athletic Field Lights. **Order passed - Vote 6-0.**

### BUREAU OF JUSTICE 2019 BULLET PROOF VEST GRANT APPLICATION

**INTRODUCTION:** Chief Hagan explained the Federal Bureau of Justice Assistance awards money annually to various Federal, State, and Local law enforcement agencies to assist with the purchase of bulletproof vests. The current cost of vests purchased by the Town is approximately \$620, half of which would be reimbursed by the BJA if the grant request were accepted. The current grant between the Town of Lisbon and the BJA will expire in August. The new grant will not expire until August 31, of 2021. We are requesting the purchase of 10 vests over the two-year period due to current vests expirations and the potential of hiring new officers. This would cost roughly \$6,200, of which \$3,100 would be reimbursed through the grant. The difference will be funded through the Police Department operating budget.

Chief Hagan requested permission to apply for, accept, and spend any money provided to the Town of Lisbon through the 2019 Bureau of Justice Assistance "Bulletproof Vest Partnership".

**VOTE (2019-91)** Councilor Brunelle, seconded by Councilor Albert moved to authorize the Police Chief to apply for, accept, and spend any money provided to the Town of Lisbon from the 2019 Bureau of Justice Assistance "Bulletproof Vest Partnership" grant program. **Order passed - Vote 6-0.**

### MUTUAL AID AGREEMENT

**INTRODUCTION:** The current mutual aid agreement with the Sagadahoc Sheriff's Office has expired. A copy of the agreement is in the Council's packet and is a standard mutual aid agreement between neighboring law enforcement agencies that are occasionally called upon to assist one another due to various manpower needs in emergency situations. Chief Hagan is requesting the Council review and approve the proposed agreement.

**VOTE (2019-92)** Councilor Brunelle, seconded by Councilor Albert moved to approve and authorize the Town Manager to sign Sagadahoc Mutual Aid Agreement for Policing Services as presented. **Order passed - Vote 6-0.**

### FIRE TRUCK BID AWARD

**INTRODUCTION:** Chief LeClair reported that after many months of the committee evaluating the needs of the Fire Department, they came up with a specification for the new pumper. Pulling from the HGAC vendor list, they brought in two vendors that met the minimum requirements, which were a stainless steel body, galvanized frame rails, and available local service. These two vendors were MinuteMan Fire & Rescue Apparatus and Greenwood Emergency Vehicles (E-One). The results were as follows.

Dealer: MinuteMan Fire Rescue Apparatus, Inc  
Brand: Pierce  
Cost as proposed: \$697,956  
100% prepay option: -\$23,000  
100% pre-pay option: \$674,956  
Trade in allowance for current Engine 7: \$5000

Engine option to go with a 500 HP motor: +\$29,023  
Dealer: Greenwood Emergency Vehicles  
Brand: E-One  
Cost as proposed: \$685,000  
100% prepay option: -\$20,000  
Trade in allowance for current Engine 7: \$5000  
Option with smaller motor: -\$28,000

The specifications written by the committee requested a 500 HP engine. An option was requested for the same vehicle with a smaller (450 HP) motor. The proposal presented by MinuteMan was with the smaller motor, with an option to increase the size of the motor to a 500 HP for an additional \$29,023. Making the actual cost of the vehicle, as requested, to be at \$726,979. Taking advantage of the prepayment option, trade in, and smaller motor option the price break down would be:

Pierce:	\$669,956
E-ONE:	\$632,000

Both proposals meet the general specifications that were sent to the vendors. The proposals had some differences. Each having their own strong points and weak points. Either vehicle would work well for the Town of Lisbon; however, both would need to be refined prior to final approval for ordering.

The Committee is requesting that the Council award the bid to the MinuteMan Fire Rescue Apparatus, Inc. for the Pierce brand. In order to comply with the request, Council would need to accept the prepay option.

The Town manager has offered the following Financing options to consider:

Fire Truck Reserve Account Balance:	\$407,144.69
Dingley TIF Reserve	\$383,596.36

**Financing Option 1:** Use current Fire Truck Reserve and Dingley TIF Reserve to prepay new Fire Truck.

Pros: Save \$23,000 for prepaying early

Cons: Lose approximately \$17,000 in interest income over the course of a year (Investment rate)  
Possible cash flow problem before tax commitment

**Financing Option 2:** Finance Truck for 5 years at 2.81% with semiannual payments. Interest expense over 5 years is \$54,104.50. Interest expense for the first year would be \$18,385.57.

**Financing Option 3:** Finance Truck for 5 years and pay off debt on 11/2/2019. Interest expense would be approximately \$10,000

**Financing Option 4 (Pierce Brand):**

Current bid price	\$697,956
Trade in:	\$ - 5,000
Updated Prepay Discount	\$ -18,381
Total	\$674,575

Prepay: \$340,000 (Due 15 days from contract)  
Progress Payment: \$150,000 (Due October 10, 2019)  
Remaining Due upon delivery

**Financing Option 5:** Payment on delivery. This option would only apply to E-One as the Pierce bid would exceed \$675,000

**Financing Option 6 (E-One):**

Current Bid Price:	\$685,000	Prepay:	\$340,000 (Contract Signing)
Trade in:	\$ -5,000	Progress Payment:	\$150,000 (October 1, 2019)
Discount	\$ -12,790	Balance upon delivery	
Total	\$667,210		
Less Smaller Motor	\$ -28,000		
Total	\$639,210		

**COUNCILOR COMMENTS:** Councilor Albert asked to hear from the Chairman of the Fire Truck Committee. Robert Robitaille, Deputy Chief reported the committee prioritized safety and longevity of the truck to be the most important items to address. Previous vehicles had rotted from underneath the frame. He said they determined a galvanized frame would be better. He indicated the departments were already running two Pierces at the moment. He reported they found the E-One missing a number of items that were requested from the beginning. He said they followed up with vendors for explanations for the differences. The E-One dealer said they would provide these items without changing the cost. After much discussion, Deputy Chief Robitaille said along with safety, longevity, and standardization of the fleet, plus the fact that they listed all their items requested correctly in the beginning led his committee to conclude they would be recommending the Council choose Pierce. He said that personally he felt they have had less problems with their Pierce trucks to date. He indicated this process had begun three years ago and then over the past six months escalated with voter approval for purchase. Engine 7 is due for replacement this year.

Councilor Ward said this past November voters had approved the purchase and explained it takes ten months to build a truck and get it to the community. Councilor Albert pointed out that that gives Lisbon another budget cycle to put money aside. Councilors discussed financing options. Mrs. Barnes mentioned the Fire Truck Reserve Account was up to \$400,000 with this year's \$75,000 transfer.

Councilor Larochelle confirmed that the whole Fire Truck Committee had voted in favor of the Pierce truck. He pointed out that the Fire Truck Committee took their time to help the Council make a decision, that the Council should respect their time, and their bringing this information forward.

Chief LeClair said through the HGAC program the process is vetted and should Lisbon need something else, say in five years, we should be able to call them to get the best price for the product.

Councilor Larochelle asked about the truck color. Chief LeClair reported the fleet would be changing over to a standardized black and orange color as new trucks are purchased and/or repainted. He reported both fire companies were happy with this new color, black and orange.

**VOTE (2019-93)** Councilor Brunelle, seconded by Councilor Larochelle moved to award the bid to MinuteMan Fire Rescue Apparatus, Inc. as recommended by the Fire Truck Committee, using Option 4 financing (Fire Rescue Apparatus, Inc.) with the trade in for a total amount of \$674,575.00, with half coming from the Fire Truck Reserve Account and half from Dingley TIF funds. **Order passed - Vote 6-0.**

### VEHICLE LIFT PURCHASE

INTRODUCTION: Randy Cyr is requesting the purchase of new lifts for our trucks and equipment. The new lifts would greatly improve our efficiency and safety in the garage. He indicated this would be beneficial to our fleet of equipment since maintenance would be more thorough because of accessibility.

COUNCILOR COMMENTS: The Council discussed washing busses and fire trucks. Councilor Ward asked the Town Manager to obtain an estimate from Mr. Douglass for installing a drain and catch system in the new addition at the Public Works Department. He asked that the amount be included in the upcoming budget.

**VOTE (2019-94)** Councilor Brunelle, seconded by Councilor Larochelle moved to authorize the Town Manager to purchase new lifts for the Public Works Department for \$34,200, including high-rise stands for \$4,244. **Order passed - Vote 6-0.**

### PLANNING BOARD GOALS

INTRODUCTION: Karin Paradis, the Planning Board Chairman, said they sent the following Planning Board goals to the Council back in February:

- Address standards for Child Day Care in home and Children's Day Care Facilities
- Add standards to allow Accessory Dwelling Units
- Add standards to allow Tiny Homes
- Create a Land Use Ordinance through the consolidation of Chapter 62-Site Plans, Chapter 66-Subdivisions, and Chapter 70-Zoning

She reported they completed the Comprehensive Plan that is now in its final stages for adoption. They intend to work on the waterfront area planning and Beaver Park for site improvements, all of which makes retaining a contractor Town Planner a necessity. She reported the Town Planner is very involved when it comes to subdivisions, planning strategies, ordinances, and knowing what question(s) to ask is crucial.

COUNCILOR COMMENTS: Councilor Ward asked if the town knew what we were getting for that \$21,250. Councilor Larochelle said the Council needs to justify what tax dollars are being spent on what; there needs to be checks and balances. Moving forward as recommended, he said, there is still enough work that needs to be addressed requiring assistance, however, the town should be utilizing all its resources like AVCOG, etc.

Councilor Ward said the quarterly reports indicate Economic Development uses the Town Planner, along with the Lisbon Development Committee. What is the best use of our Town Planner's time, he asked? He suggested focusing on quarterlies and adding to the Planning Board's goals prior to the next budget discussion. He pointed out that there was nothing on their goals regarding Economic Development or LDC. He asked that departmental input be included, too.

The Council agreed to discuss this item during their budget discussions on May 21.

### BOOKKEEPER POSITION

**INTRODUCTION:** The Town Manager is requesting the Council fund a full time Accounting Assistant/Bookkeeper in the upcoming budget. This position is necessary due to the workload in the Finance Department. This position will also assist the Finance Director with daily bookkeeping duties, which will allow the Finance Director to spend more time on review and oversight that should be done on a more regular basis. Mrs. Barnes reported RHR Smith is able to provide help within the current contract with TRIO, MUNIS, Town, and School Reconciliations to keep us on track.

**COUNCILOR COMMENTS:** After much discussion, Councilor Larochelle said he supported advertising to see what candidates the town could get. Councilor Ward said, but if the town did not support it the following year, that would not be fair. Councilor Larochelle said one more person might not get us back to the three person staff we used to have, but it would be better to get back to a two person staff rather than none at all. Councilor Albert clarified the discussion by saying this position would not just be a bookkeeper, that it needs to be diverse and it should be made clear this is more than a Finance Assistant. Councilor Lunt said he would like to see a breakdown where this person will be used. Councilor Larochelle said the money is already there for a Finance Director and Finance Assistant. Councilor Albert mentioned that the town is going to want these people here and for a long time.

**VOTE (2019-96)** Councilor Brunelle, seconded by Councilor Kolbe moved to approve the creation of a full time Finance Assistant position in the Finance Department and that the expenses continue to come out of the MUNIS reserve account for the remainder of the 2019 fiscal year. **Order passed - Vote 6-0.**

### JULY 5<sup>TH</sup> OFFICE CLOSURE

**INTRODUCTION:** The Town Office, Recreation Department, Library, and Transfer Station are regularly open on Fridays, however, this year July 4th falls on a Thursday so we recommend Council close these departments on Friday, July 5, 2019 and require those employees to use accrued leave time if they wish to be compensated for the closure.

**VOTE (2019-97)** Councilor Brunelle, seconded by Councilor Kolbe moved to close the Town Office, Recreation Department, Library, and Transfer Station on July 5th allowing employees to use accrued leave for that day. **Order passed - Vote 6-0.**

### JUNE MEETING SCHEDULE - MOVE REGULAR JUNE 18 MEETING TO JUNE 25

**INTRODUCTION:** The process for getting the budget information into the new software is taking longer than expected, and the final figures may not be ready to meet the deadline for the municipal public hearing requirements for holding the Municipal Budget hearing at the Council's regular meeting on June 18. Therefore, one suggestion would be to have the Council change its regular meeting for June 18 to June 25. The additional time is needed to finalize budget figures this year.

**VOTE (2019-98)** Councilor Kolbe, seconded by Councilor Brunelle moved to change the Town Council's regular June 18 meeting to June 25, moving all agenda items including the Municipal Budget Public Hearing to June 25. **Order passed - Vote 6-0.**

### TOWN MANAGER TO SERVE IN ROLE OF AN APPOINTED OFFICER



**INTRODUCTION:** The Town's Attorney recommends that until a new Finance Director has been appointed, the Town Council should appoint the Town Manager to serve as the Town's Interim Finance Director, and should authorize and direct her to assume the duties attendant to the office of the Finance Director as set forth in the Town's charter and in its customary practice.

**VOTE (2019-99)** Councilor Kolbe, seconded by Councilor Larochelle moved to adopt the following:

BE IT HEREBY RESOLVED: That until a new Finance Director has been appointed, the Town Manager shall be and hereby is appointed to serve as the Town's Interim Finance Director, and is authorized and directed to assume the duties attendant to the office of the Finance Director as set forth in the Town's charter and in its customary practice. **Order passed - Vote 6-0.**

#### SET WORKSHOP TO DISCUSS TRANSFER STATION OPERATIONS AND FINANCES

**VOTE (2019-100)** Councilor Kolbe, seconded by Councilor Albert moved to meet to discuss the Transfer Station Operations and Finances at 6:00 PM on May 21. Order passed - Vote 6-0.

#### SOLICIT BIDS FOR PUBLIC WORKS WHEELER, BODY, & PLOW ATTACHMENTS

**INTRODUCTION:** Mr. Cyr requested permission to purchase a new wheeler dump truck with plow gear, and sand/salt spreader, with a calcium tank. We currently have a truck that is in need of too many repairs for what the truck is worth, the truck is a 1999 model year and needs replacement.

**VOTE (2019-101)** Councilor Larochelle, seconded by Councilor Brunelle moved to authorize the Public Works Director to solicit bids for a Wheeler dump truck with plow gear, sand/salt spreader, and a calcium tank. **Order passed - Vote 6-0.**

#### UNDERGROUND DIESEL TANK - ADDITIONAL WORK

**INTRODUCTION:** Mr. Aievoli said this item came up while he was Interim Public Works Director, that he will continue to be involved, and that on November 1, 2019 the certification for the underground diesel tank is due to expire. In order to do an extension of the tank it would need to be recertified within the six months prior to the expiration. In 2018, the town asked Simard and Sons to do a 10-year extension inspection at the same time they were here to do the annual inspection so we would know where we stood with getting the extension. Simard did the inspection and found several items that would need repair or replacement for the extension. He said Simard provided us with a quote to do the required work, which was approved at the September 18, 2018 Council meeting. However, the quote was not signed and returned to Simard so it was not done until December 26, 2018.

In the fall of 2018, Maine DEP did an inspection of the diesel tank and pointed out that in order for them to approve the 10-year extension an outside emergency shut off and signage would need to be installed. Due to the facility not being manned 24 hours a day the current inside emergency shut off is of no benefit after hours. The outside emergency shut off is an addition to the already approved work that needs to be approved. Simard has provided a rough estimate not to exceed \$2,500 and will do an actual time and materials quote when they do the other work.

Mr. Aievoli requested the Council approve having Simard install the outside emergency shut off and signage in an amount not to exceed \$2,500.

**VOTE (2019-102)** Councilor Larochelle, seconded by Councilor Brunelle moved to award the Underground Diesel Tank maintenance work to Simard and Sons for the installation of an outside emergency shut off and signage in an amount not to exceed \$2,500. **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 said they met on Thursday.
3. LDC: Councilor Larochelle said the committee is continuing on.
4. Conservation Commission: Councilor Ward said things are moving along and Mr. Main has a clean bill of health.
5. Recreation: Councilor Kolbe said they had a meeting last night.
6. County Budget: Councilor Ward said there is nothing new to report.
7. Library: Councilor Lunt said the new camera system has been installed so now they can monitor the front counter, downstairs, and the back room.

## B. TOWN MANAGER'S REPORT

Mrs. Barnes reported she is waiting to hear whether the town will get MDEP approval to get out of the MS4 requirements. She announced that the town would be getting the Phase II report from Brownfield soon.

## C. SLUDGE DISPOSAL UPDATE

Mr. Aievoli said on March 22, 2019, the Maine Department of Environmental Protection (MEDEP) notified all licensed facilities that generate, land apply or compost sludge must test for PFAS before any sludge material can be land applied and explained how this may affect our Treatment Plant in town.

Mr. Aievoli said the sludge generated at the treatment plant is sent to a third party (Casella Organics), this DEP requirement had an immediate impact on the operation of Casella's compost facility as it completely shut down the distribution side of their operation. Casella began the process of testing for PFAS in 2018 and submitted this data to the DEP for review to determine whether the sampling and testing methods satisfy DEP's criteria. We have been notified DEP has lifted the distribution ban. Casella scaled back application rates and some of their compost blends. They also scaled back their acceptance of sludge at the facility to reduce inventory buildup. The representative from Casella could not verify whether they are currently accepting our sludge into the facility or if it is being sent to the landfill.

Mr. Aievoli said this means Casella will require all facilities to test their sludge for PFAS individually and to submit the results to them for review. Depending on those results, Casella may need to reduce or cease accepting our sludge to remain in compliance with their operational guidelines. Casella has stated they will work to provide a landfill option to their customers if they cannot accept their sludge. He said the town completed a sampling and analysis plan, and a sludge sample was sent to the lab for testing on April 29th. Once we receive those results, we will know where we stand and whether Casella will accept our sludge. After researching other options for disposal, we found no other option other than the sludge going to a landfill. He said a copy of the Maine DEP press release is in the Council's packet.

Councilor Ward confirmed Casella could take it, but would add \$500 per load for testing or quarterly for them to take it to a landfill. Mr. Aievoli said Lisbon produces 50 to 70 tons per month. Perhaps the next step could be to identify what businesses are contributing to the issue. He agreed to keep the Council informed.

## D. ONE ROOM SCHOOLHOUSE

Alfred Smith reported the yellow One Room Schoolhouse on Route 9/Ridge Road needs painting constantly. He said the backside right now looks terrible. He asked the Council for permission, because the town owns this building, to put vinyl siding on it at the Historical Society's expense. He said it is not on the Maine Historical Register, but that they would like to preserve it as much as possible.

The Council unanimously agreed to let the Historical Society put vinyl siding on the One Room Schoolhouse on Route 9/Ridge Road.

## E. SHOULDER WORK

Mrs. Barnes reported that All-State Paving would like to get to work rehabbing shoulders and lawn work. She said they already have permission to use some of the \$425,000 to pave these roads, but this shoulder work would be an additional expense from what has already been approved.

**VOTE (2019-103)** Councilor Larochelle, seconded by Councilor Lunt moved to approve the shoulder work for All- State Paving in the amount of \$25,070. **Order passed – Vote 6-0.**

**APPOINTMENTS – NONE**  
**COUNCILOR COMMUNICATIONS – NONE**

**AUDIENCE PARTICIPATION FOR NEW ITEMS**

Councilor Ward announced he would be more than willing to purchase additional flags to be placed on poles like the ones from Main Street to Route 9. Mr. Cyr said there are 2 poles before Frost Hill and 16 to Lewiston. Councilor Ward said he would donate 20 more flags and requested the price to write the check to the Town of Lisbon. Mr. Cyr said Amazon has the best price. Councilor Ward said he would be looking to start a program for sponsors to “Donate a Flag for Veterans” next year. No objections were noted.

**EXECUTIVE SESSION**

**VOTE (2019-104A)** Councilor Kolbe, seconded by Councilor Larochelle moved to go into Executive Session at 9:35 PM per 1 MRSA Section 405405 (6) (C) Acquisition or Disposition of Real Property Or Economic Development. **Order passed – Vote 6-0.**

The Council came out of executive session at 9:40 PM. The meeting resumed at 9:40 PM.

**ADJOURNMENT**

**VOTE (2019-104B)** Councilor Larochelle, seconded by Councilor Ward moved to adjourn at 9:40 PM. **Order passed - Vote 6-0.**

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Twila D. Lycette, Council Secretary  
Town Clerk, Lifetime CCM/MMC  
Date Approved 05/21/2019