



TOWN COUNCIL WORKSHOP MINUTES MAY 23, 2017

Dale Crafts, At Large 2017
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

The Chairman, Allen Ward, called the meeting to order at 6:00 PM.

Members present were Councilors Ward, Albert, Kolbe, Brunelle, Lunt, and Crawford. Also present were Diane Barnes, Town Manager; Marc Hagan, Police Chief; Sean Galipeau, Fire Chief; Ryan Leighton, Public Works Director; Diane Nadeau, Library Director; Tracey Steuber, Economic & Community Development Director and approximately 9 citizens in the audience.

WESTERN MAINE TRANSPORTATION TRANSIT STUDY

Craig Zurhorst, Community Relations Director with Western Maine Transportation Services said they have received state funding to conduct a study on how they can become more relevant and provide better services. He said they have been consulting with Carol Morse of Morse Communications and invited her to begin a 20-minute PowerPoint presentation in which they will talk about some of the data they have collected to date.

Mr. Zurhorst said that Western Maine Transportation is in a position they could go back to a public transit model providing service from the Lewiston/Auburn area to the Bath/Brunswick area. They have been conducting a Regional Public Transit Survey currently with over 1000 surveys or a 33% collection rate, of approximately 1000 surveys 34 respondents were from Lisbon. Please continue to encourage your residents to take the survey at www.wmtsbus.org.

Dale Morgan said she is visually impaired and cannot drive so she is a frequent user of the Lisbon Connection and plans her day around the current schedule. She said it allows her to be independent and not have to rely solely on friends and family.

Councilor Ward asked Mr. Zurhorst to speak about some of the items that were mentioned at a previous County Budget meeting.

Mr. Zurhorst said that the current ridership on the Lisbon Connection is about 5 riders per trip on the weekdays which is 200 active riders on a regular basis. He said they don't want to take the Lisbon Connection away but they want to make sure whatever they do improves what we currently have here.

Councilor Ward said they we are located approximately 30 minutes from service centers in Lewiston/Auburn, Topsham/Brunswick, Augusta, and Portland.

Councilor Lunt rode the Lisbon Connection a few years ago and thought it was effective and he reached his destination in a good timeframe. He did take note that it is harder for rural people to use the service with the current stops.

Mr. Zurhorst said the current service is a flex route which means if someone is disabled or can't get to a stop they can go within two thirds of a mile from a current stop to pick up at the curb. He also thought it was important to know that they drop riders off at Dingley Press who live and work right here in Lisbon. From everything he has been seeing and hearing, Lisbon has probably positioned itself to be the next hot spot in the area. With the current housing stock and development that is going on, he predicts that Lisbon will be the next hot spot in the region. It is a beautiful town, a handy location; you have great schools, what's not to love.

Councilor Ward said if the service tied into the Logan connection it would be utilized.

Dale Morgan said that a mid-morning run to Lewiston would be helpful.

Another member in the audience said the thinks extending the service from Lewiston/Auburn to Topsham would be great and will give the system a big boost.

Mr. Zurhorst thanked everyone for participating, providing feedback, and also encouraged us to promote the survey on the website at www.wmtsbus.org.

Councilor Ward asked for a brief recess before starting the budget workshop.

BUDGET WORKSHOP

Technology/Computer Equipment

Ryan Leighton, Public Works Director said this is the software component and the hardware upgrade is complete. This will upgrade all Microsoft and Outlook domains; we are currently running 2006/2008 and Microsoft Office 2007.

Councilor Albert said as long it is a onetime expense and will carry us for 8-10 years it is a good investment because the subscription based upgrade is much more expensive.

The Town Council took a straw poll vote to unanimously support reducing the budget by \$50,000 and complete the project using the unassigned fund balance.

Generator Pad & Infrastructure

The Town Council took a straw poll vote to unanimously support reducing the budget by \$20,000 and complete the generator pad and infrastructure project using the unassigned fund balance.

Natural Gas Conversion - Lisbon Falls Fire Station & Library Department

Ryan Leighton, Public Works Director said that Unitil would like to see more commitment to convert from the establishments between Route 196 and the Fire Station but they will move forward if the Town is willing to earmark a total of \$23,704 to have public works do a portion of the work like they did with the Campus Avenue project.

The Town Council took a straw poll vote to unanimously support reducing the budget by \$23,704 and earmark the funds from the unassigned fund balance.

Town Clerk - High Density Storage

The Town Council took a straw poll vote to unanimously support reducing the budget by \$30,000.00 and purchase the high density storage for the vault using the unassigned fund balance.

Police Department/Capital Improvement

Chief Hagan said he contacted the company to have them diagnose the problem, Dirigo recommended adding a receiver as a solution. The estimate came in at \$38,700 but it doesn't include a small concrete pad and some labor for public works to do the work which should not cost more than \$1300.

The Town Council took a straw poll vote to unanimously support reducing the budget by \$40,000 and complete the Radio Communications upgrade project using the unassigned fund balance.

Police/Motor Vehicle

The Town Council took a straw poll vote to unanimously support the funding of a Police Cruiser for \$35,000 from the unassigned fund balance.

Fire Department Capital Improvement

Chief Galipeau said they have about \$600,000 in work due to be completed and it is a question of what the Council wants to do with the account. If they purchase the apparatus out of the account it will be deplete the account or they could supplement it. It was set up as a refurbish/replacement account originally but due to budgetary constraints has been underfunded therefore, the question has now become does the Council want to use it solely as a refurbishment account and look at other funding sources for replacements.

Diane Barnes, Town Manager said we will be actively seeking grant opportunities.

The Town Council took a straw poll vote to unanimously support reducing the budget by \$75,000 and earmark the funds for the fire truck refurbishment/replacement account using the unassigned fund balance.

ET Smith Hose Company Floor

Chief Galipeau said over the last sixty years there have been three additions put on the station so there are three different floors. The main floor drain is holding water and not draining properly causing a safety hazard for slips and falls.

Ryan Leighton, Public Works Director mentioned they do not have quotes and he based this estimate off the work he recently had done at the Public Works Garage. He said the scope of work would include removal of the existing floor, drainage, and the pouring of a new floor.

The Town Council took a straw poll vote to unanimously support reducing the budget by \$25,000 and support the funding for the ET Smith Hose Company floor project using the unassigned fund balance.

Other Budget Items

Diane Barnes, Town Manager recommended the public works heavy machinery and solid waste capital improvement items are capital improvement items be removed from the budget and postponed to a future budget. She said the fuel pumps at public works, salt shed, and MDOT match are items that can be deferred until the fiscal year 2019 budget but will need to get done.

Public Works - Winter

Councilor Ward started a discussion surrounding the current winter public works budget which is \$50,000 and the latest bid amounts for sidewalk snow removal. He mentioned that he heard on more than one occasion that if the amount met or exceeded \$60,000 it would be cheaper for the Town to hire a full-time employee to run the sidewalk snow-blower.

Ryan Leighton, Public Works Director said between the two budgets between \$50,000 and \$70,000 is spent for winter public works duties.

Diane Barnes, Town Manager said they could hire a full-time person in that range and they could also work for the Parks & Recreation Department outside the winter season but there would also need to be some time of investment in repairing the machine or replacing it.

Councilor Brunelle raised a concern that several people have been hired over the last few years dedicated to running the sidewalk snow-blower and nobody seems to like it.

Ryan Leighton agreed that has been a challenge along with the fact we cannot find driver/operators to begin with.

The Town Council agrees the sidewalk snow removal should be contracted out and to refine the request for proposals (RFP) to include a multi-year contract.

Library

Diane Nadeau, Library Director said they would like to increase the current 20-hour part-time position to 28 hours per week in order to extend summer programming, evening, and weekend programming. She said their patrons are requesting things like story time on Saturdays and adult programming such as organizational skills in the evening. In order to provide those things they need the additional 8 hours to have proper coverage levels on both floors of the library.

The Town Council took a straw poll vote to unanimously support increasing the hours of the part-time position from 20 to 28 hours for additional children and adult programming.

Waste Water Treatment Plant

Ryan Leighton, Public Works Director said the \$190,000 for improvements is for the dumping station. For example if they suck out a sewer line, they do not have the capacity to take it back to the plant. The amount for this project comes from Olver Associates and the rate increase funds this item and opens up grant opportunities.

ADJOURNMENT

The workshop adjourned at 8:09 PM.

Jody Durisko, Council Secretary
Deputy Town Clerk

Date Approved: _____