



TOWN COUNCIL MEETING MINUTES JUNE 23, 2020

Fern Larochelle 2020
Normand Albert, Vice Chair 2021
Kasie Kolbe 2021
Allen Ward, Chairman 2021
Mark Lunt 2022
Donald Fellows 2022
Jeffrey Ganong 2022

CALL TO ORDER. The Chairman, Allen 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 (arrived at 7:15 PM), Kolbe, Lunt, Larochelle, Ganong, and Fellows. Also present were Diane Barnes, Town Manager; and no residents in the audience.

GOOD NEWS & RECOGNITION

Councilor Larochelle commended Mr. Richardson and the town for getting the downtown Main Street Closure underway. He said Mr. Richardson has done a phenomenal job with getting the word out ahead of time, obtaining the detour signs, and materials necessary for this to happen. He said this is such great news and that he hoped it all goes well and works out as planned.

PUBLIC HEARINGS

A. MUNICIPAL BUDGET & CAPITAL IMPROVEMENT PLAN

The Chairman opened the public hearing. There were no comments. Councilor Ward reviewed his emails and no comments were found. He indicated he would check throughout the meeting for emails as well. The Chairman closed the public hearing.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

Councilor Ward reviewed his emails and no comments were found.

CONSENT AGENDA

VOTE (2020-127) Councilor Larochelle, seconded by Councilor Kolbe moved to approve the following:

- A. Municipal Accounts Payable Warrants totaling \$ 180,286.51
- B. Municipal Payroll Warrants - None
- C. School Accounts Payable Warrants - None
- D. School Payroll Warrants totaling \$ 677,316.28
- E. Minutes of June 16, 2020
- F. Midcoast Humane Contract (Animal Shelter Management) – authorize Town Manager to sign

Order passed - Vote 6-0. (Absent at the time: Albert)

Several Items were taken out of order but are reflected in agenda order here.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

ADOPT FISCAL YEAR 2020-2021 BUDGET RESOLUTION

VOTE (2020-128) Councilor Larochelle, seconded by Councilor Fellows moved to adopt the Fiscal Year 2020-2021 Budget Resolves as follows:

BE IT HEREBY RESOLVED BY The Town Council Of The Town Of Lisbon As Follows:

For General Government

Personnel Services	\$ 1,086,494.00
Contractual Services	\$ 337,749.00
R/M & Operating Supplies	\$ 229,931.00
Capital Purchases	\$ 70,000.00
Total for the General Government Budget	\$ 1,724,174.00

For Public Safety

Personnel Services	\$ 2,198,112.00
Contractual Services	\$ 212,310.00
R/M & Operating Supplies	\$ 142,426.00
Capital Purchases	\$ 183,950.00
Total for the Public Safety Budget	\$ 2,736,798.00

For Public Works

Personnel Services	\$ 1,067,385.00
Contractual Services	\$ 880,400.00
R/M & Operating Supplies	\$ 482,406.00
Capital Purchases	\$ 475,000.00
Total for the Public Works Budget	\$ 2,905,191.00

For Public Services

Personnel Services	\$ 743,429.00
Contractual Services	\$ 48,510.00
R/M & Operating Supplies	\$ 179,578.00
Total for the Public Services Budget	\$ 971,517.00

**For General Assistance, County Tax, Economic Development,
Abatements, Debt Service, & Bonds**

Personnel Services	\$ 100,443.00
Contractual Services	\$ 798,598.00
R/M & Operating Supplies	\$ 35,710.00
Capital Purchases	\$ 361,678.00
Lease Purchases	\$ 57,426.00
Total for the General Assistance, County Tax, Economic Development, Abatements, Debt Service & Bonds	\$ 1,353,855.00

BE IT ORDERED: That the Municipal Budget for the Town of Lisbon for the fiscal year commencing on July 1, 2020 and ending on June 30, 2021 be and hereby is adopted with a total expenditure of \$9,691,535 balanced with a total of \$3,392,859 in estimated revenue. A summary of appropriations is attached to this Resolution as Exhibit A (see attached). A summary of estimated revenue is attached to this Resolution as Exhibit B (see attached).

BE IT ORDERED: That the Assessor of the Town of Lisbon be and hereby is directed to assess a tax upon all real estate in Lisbon and liable to be taxed therein, and to assess the owner of personal estate liable to be taxed therein on the first day of April, 2020 A. D. and in accordance with the provisions of the State of Maine in such cases made and provided; make perfect lists under her hand of such assessments and commit the same to the Collector of Taxes of the Town of Lisbon on or before the 1st day of July, 2020. All taxes assessed as above and committed to the Collector shall be due on July 1, 2020. That having set the date on which the first installment of taxes shall become due, to wit July 1, 2020, any taxes remaining unpaid after September 15, 2020 shall bear interest from September 16, 2020 at a rate of 8% per annum, said interest to be added to and become a part of said taxes. That having set the date on which the second installment of taxes shall become due, to wit July 1, 2020, any taxes remaining unpaid after March 15, 2021 shall bear interest from March 16, 2021 at a rate of 8% per annum, said interest to be added to and become a part of said taxes and to fix the rate of interest paid for overpayments at 3% annum.

BE IT ORDERED: That we, the Municipal Officers of the Town of Lisbon, Maine, upon request of Diane Barnes, Tax Collector/ Treasurer, of said Town, hereby authorize and direct said Tax Collector and Treasurer, pursuant to Title 36, Maine Revised Statutes Annotated, section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill. However, no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.

BE IT ORDERED: That the Tax Collector be and hereby is, authorized to accept money prior to the date of the 2022 Tax Commitment in prepayment of taxes at 0% interest, and to issue receipts for the same. It shall be discretionary with the Tax Collector/Town Manager to make arrangements through the Town of Lisbon Tax Club policy with any taxpayer for a schedule of monthly payments without interest and such arrangements, as they jointly deem necessary.

BE IT ORDERED: That the following categories of State funds be accepted during the fiscal year beginning July 1, 2020 and ending June 30, 2021:

Municipal Revenue Sharing	Tree Growth Reimbursement
Local Road Assistance	General Assistance Reimbursement
State Aid to Education (including Federal pass-through funds and property tax relief)	BETE Exemption Reimbursement
Snowmobile Reimbursement Money	Homestead Exemption Reimbursement
	State Grant and/or Other Funds

BE IT ORDERED: That the Sewer Budget for the Town of Lisbon for the fiscal year commencing on July 1, 2020 and ending on June 30, 2021 be and hereby is adopted with a total expenditure of \$1,193,575.00 balanced with a total of \$1,364,655.00 in estimated revenue. A summary of appropriations and estimated revenue is attached to this Resolution as Exhibit A (see attached).

Pursuant to Title 30-A M.R.S.A. Sec 3406 and the Town of Lisbon Sewerage Ordinance the Town Council hereby adopts the following rates for the Town Sewerage Works:

\$ 7.55 per 100 cu. ft.	Domestic Sewer Rate
\$ 2.64 per 100 cu. ft.	Maine Electronics
\$.12 per gallon	Septage Disposal
\$.06 per gallon	Holding Tank Waste Disposal

The Treasurer of the Town of Lisbon is hereby directed to assess sewer service charges on a quarterly basis as determined by the water meter readings. All sewer service charges remaining unpaid after the date which they are due shall bear interest at a rate of 8% per annum, said interest to be added to and become a part of said sewer service charges.

BE IT ORDERED: That the Tax Club policy, which was adopted in November of 2014, is approved as presented.

BE IT ORDERED: That the Capital Improvement Plan for the Town of Lisbon for the fiscal year commencing on July 1, 2020 and ending on June 30, 2021 be and hereby is adopted as presented and attached to this Resolution as Exhibit C (see attached).

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

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert (not present when taken up)
2. Planning: Councilor Fellows said there is no Planning Board meeting this week.
3. LDC: Councilor Larochelle indicated those interested in attending should contact Mr. Richardson for the time and place of the next meeting.

4. Conservation Commission: Councilor Ward said he had nothing to report.
5. Recreation: Councilor Albert (not present when taken up)
6. County Budget: Councilor Ward said he had nothing to report.
7. Library: Councilor Lunt said the Library reading program begins next week. Children are encouraged to pick up their reading materials and instructions as soon as possible. This effort is being coordinated in a slightly different way this year through the Library.
8. Water Commission: Councilor Fellows said there has not been a meeting so he had nothing to report.

B. TOWN MANAGER'S REPORT

Mrs. Barnes updated the Council on the Pinewoods Road Project and indicated the expected completion date should be mid to end of September. She indicated the Route 196 millings were going to the Worumbo Site. There should be enough to pave the parking lot there, along with the parking lot behind the Rusty Lantern and on Union Street.

Councilor Larochelle said he would like the Police Chief to place the flashing speed sign on Summer Street to prevent potential speeding problems now that it is paved and the detoured traffic will be using it.

Mrs. Barnes reported that Revenue Sharing came in and that it has exceeded our FY 20-21 projections. She mentioned the town was close to filling in the excise gap in revenue as well since residents are re-registering their vehicles and have purchased many new ones during this time. She said the deadline to get those registered is July 11, 2020.

Mrs. Barnes said the Recreation Department began their summer programs. They plan to use four different sites this year for the Summer Recreation program. The Library reopened and everything is going well and that is the same for the Transfer Station. She said they like the new set up. They plan to continue using it because it is generating more revenue than the previous set up. Residents have to pay first for items prior to entering the facility.

APPOINTMENTS

LISBON DEVELOPMENT COMMITTEE - REGULAR MEMBER TO 2021

VOTE (2020-129) Councilor Fellows, seconded by Councilor Kolbe moved to appoint Zach Henderson to the Lisbon Development Committee as a regular member to 2021. **Order passed – Vote 7-0.**

COUNCILOR COMMUNICATIONS

Councilor Ward encouraged voters to get out and vote. He said Election Day is July 14. Voters can vote by absentee ballot at the Town Office now. A voter may call and request their ballot be mailed to them as well.

Councilor Ward reported their next Council Meeting would be on July 21 and after that August 11. The Council's regular schedule will resume in September.

AUDIENCE PARTICIPATION FOR NEW ITEMS – NONE

Councilor Ward reviewed his emails and no comments were found.

EXECUTIVE SESSION - NONE

ADJOURNMENT

VOTE (2020-130) Councilor Ganong, seconded by Councilor Lunt moved to adjourn at 7:20 PM. **Order passed - Vote 7-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: July 21, 2020