



TOWN COUNCIL MEETING MINUTES SEPTEMBER 1, 2020

Fern Laroche 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, Lunt, Laroche, Ganong, and Fellows. Also present were Diane Barnes, Town Manager; Randy Cyr, Public Works Director; Mark Stevens, Parks & Recreation Director; and approximately five citizens in the hallway waiting to participate.

VOTE (2020-154) Councilor Fellows, seconded by Councilor Ganong moved to excuse Councilor Kolbe's absence. **Order passed - Vote 6-0.**

GOOD NEWS & RECOGNITION

Mr. Stevens said he would like to take a moment to thank Cherie Garnett for her 11 years of dedicated service to the Town of Lisbon. He said she has played a big part in their successful operations, so much so that it would be hard to list everything. He said it has been a pleasure for all of us at parks and recreation to have had the opportunity to work alongside Mrs. Garnett over the past 11 years. She was hired in August of 2009 to manage the Parks and Recreation Department's office. On that day, she became the approachable friendly face and the hub of all communications for our department.

Mr. Stevens said her vision has led to creating many new programs and community events. Mrs. Garnett started coordinating our "Movies in the Park" and was the person behind Lisbon's "Winter Festival" at Beaver Park, transforming a once little-known park into a very popular year-round destination in Lisbon. Both events attract hundreds of people each year. She has also helped plan larger events like the "Moxie Car Show" and the "Moxie 5k Road Race." He said that in the day-to-day operations in their office she improved everything she touched. Mrs. Garnett created methods to our systems and streamlined countless tasks, including implementing the online registration and payment software program.

Mr. Stevens pointed out that Mrs. Garnett feels like her success is achieved when she helps others succeed. He said her character and passion for community service is simply the best. She always looked out for others and always advocated for those less fortunate.

Mr. Stevens thanked Mrs. Garnett for 11 wonderful years and said he was really going to miss her. He said the community would miss her too.

Councilor Albert said thank you Mrs. Garnett for leaving the office better than you found it. The Council and those present gave Mrs. Garnett a standing ovation. She thanked everyone.

PUBLIC HEARINGS

A. 2020 CDBG FAÇADE GRANT

Councilor Ward opened the public hearing. Mike Wilding, from the Railroad Restaurant & Pub said he and Sandra Harkins run the diner located by the corner of Route 196 and Main Street. He said they purchased the building and property recently and would like to renovate the dormers, roof, and put in new windows. He spoke in favor of the 2020 CDBG Façade Grant and indicated any grant funds available would help them big time.

Mr. Richardson pointed out the \$100,000.00 grant would be a 50/50 match up to \$20,000.00 per business. Councilor Albert congratulated the owner(s) of the Railroad Diner on their purchase.

Councilor Ward read into the record an email from Lisa Ward in support of the 2020 CDBG Façade Grant for \$100,000.00. She said this façade grant would be a valuable tool for Lisbon businesses and that she would continue to support this program. The Chairman closed the public hearing.

B. REFERENDUM QUESTION 1- BOND ORDINANCE FOR AN ADDITIONAL \$140,000 FOR MDOT MAIN STREET PROJECT

Councilor Ward opened the public hearing. Councilor Ward reported the original estimate fell short of funds to complete the project. The Town of Lisbon already has these funds necessary to complete the project; however, it requires voter approval. He said this question involves no additional taxation from voters, only approval for funding. Councilor Larochelle said if you want Main Street reconstructed, then vote yes. The Chairman closed the public hearing.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2020-155) Councilor Larochelle, seconded by Councilor Albert moved to approve the following:

- A. Municipal Accounts Payable Warrants for \$1,878,106.38
- B. Municipal Payroll Warrants for \$143,584.22
- C. School Accounts Payable Warrants for \$151,194.23
- D. School Payroll Warrants for \$613,681.84 and
- E. The Minutes of August 11, 2020 and the
- F. Road Name Request -Aspen Drive, Whispering Pines, LLC Mobile Home Park

Order passed - Vote 6-0.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

2020 CDBG FAÇADE GRANT RESOLUTION

Item taken out of order.

INTRODUCTION: Mr. Richardson reported that CDBG business façade grant funding has been an important tool for the Town of Lisbon for economic development and downtown revitalization. On June 30, 2020, the State of Maine's Office of Community Development awarded Lisbon \$100,000 in Community Development Block Grant (CDBG) to administer the business façade program. Commercial property owners in Lisbon have expressed the desire to invest in exterior improvements on buildings along the Route 196 corridor. CDBG façade grant funding will expand the community benefits of private investment by enabling the Town of Lisbon to match private investment public funds on a dollar-for-dollar basis for eligible façade projects, up to \$20,000 per project. Façade improvement projects will improve the visual appearance of Lisbon's Route 196 corridor, attract additional investment, and generate positive benefits for the community.

VOTE (2020-159) Councilor Larochelle, seconded by Councilor Albert moved to accept the CDBG grant funds and adopt the 2020 CDBG Façade Grant Resolution as presented (see attachment). **Order passed - Vote 6-0.**

AMEND FAÇADE GRANT GUIDELINES

Item taken out of order.

INTRODUCTION: Mr. Richardson indicated CDBG business façade grant funding has been an important tool for the Town of Lisbon for economic development and downtown revitalization. During implementation of a 2016

Community Development Block Grant, the Town adopted the Lisbon Façade Grant Program Guidelines and Requirements to establish a fair and merit-based process to allocate funding.

Mr. Richardson said Section 2.2 of the Town's adopted guidelines stipulate that eligible properties must have "at least its first/street-level floor be exclusively used for commercial activities." The first floor commercial requirement is not a federal HUD mandate nor is it required by the State of Maine. The first floor mandate was enacted by the Town of Lisbon at its discretion, and the Town of Lisbon has the authority to adjust the first floor mandate at its sole discretion. The State of Maine does require that CDBG façade grant funds be used to improve commercial properties. State staff have communicated to ECD that eligible properties whose first/street-level is not exclusively used for commercial properties must devote equal to or greater than 50 percent total floor area to commercial activities. Furthermore, Section 7 of the Lisbon Façade Grant Program Guidelines and Requirements grants the Lisbon Town Council the authority to amend eligibility requirements consistent with state and federal regulations.

Mr. Richardson said in order to avoid making local eligibility requirements more onerous than state or federal requirements and to enable the broadest opportunity for program participation, he requested that Council amend section 2.2 of Lisbon Façade Grant Program Guidelines and Requirements to make eligible properties that:

"Have at least 50 percent of total floor space devoted solely to commercial activities; or its first/street-level floor be used exclusively for commercial use;"

VOTE (2020-160) Councilor Larochele, seconded by Councilor Albert moved to approve and adopt proposed amendment to the Façade Grant Guidelines as presented (see attachment). **Order passed – Vote 6-0.**

LISBON VILLAGE SIDEWALK CORRECTIVE ACTION PLAN

INTRODUCTION: Mr. Cyr explained the contractor, Mr. Poirier, recommends Council approve, on a trial basis, the redoing of the sidewalk surface with a more aggregate material, without the broom surface, in the Village Street area to see if the Council likes the look of it. He said the Council can decide later whether they like the appearance.

Ray Poirier and his team explained their proposal to replace the top surface of the concrete sidewalk that was placed along Route 196/Village Street last year with an abrasive procedure that includes removing the failing upper layer of concrete, laying down an abrasive surface material, and then applying a salt resistant sealant/protector seal over it.

Mandy Olver said Mr. Poirier offered to do a test area approximately 150 feet long along Route 196 this fall to allow the Town to evaluate the aesthetic appearance of the sidewalk's surface to see how it performs in winter conditions. At this point, it is too late in the construction season to remove and replace all the concrete before winter, therefore, allowing them to attempt this does not necessarily delay whatever final outcome the Town chooses.

COUNCILOR COMMENTS: After the presentation and circulation of pictures with the abrasive surface, Councilor Albert indicated he preferred to receive the product the town paid for, but would certainly entertain the test to see how the abrasive procedure performed. He asked Mr. Poirier if the Council did not like the replacement surface, would his team replace the whole sidewalk with a new one.

Warren Gerow said the next step is to further investigate why the finish failed. After some discussion, Mr. Poirier said there is an analysis step available to figure out why the finish failed, but that he was not opposed to replacing the whole sidewalk. He explained that it was critical to investigate the reason(s) why the top surface failed in the first place in order to avoid redoing it with the same outcome. He said his focus at this point was on finding a finish that is acceptable to the town first. He recommended this replacement surface because it is very durable, is designed to look like an older sidewalk, and that it matched up better to the older sidewalks in the Village area because there were not a lot of new buildings there. He said this sidewalk style cost more to construct than the broom look.

Mandy Olver said the concrete tests performed on that sidewalk indicated the current concrete was strong and stable and that only the surface had failed. She said this concrete product is very durable and state approved, which is why they spec it. She suggested the Council approve the test repair to see how it performs and whether they like

the appearance since the Council can decide later what they prefer. Councilor Fellows mentioned he liked the rough finish sidewalk in the photos and thought it matched better than the broom surface for that area. Councilor Larochelle indicated there was not a lot to lose in looking at it. Councilor Ward asked about the one-year warranty if the Council liked the abrasive surface. Mr. Poirier said there would be the typical one-year warranty with it.

VOTE (2020-156) Councilor Fellows, seconded by Councilor Albert moved to allow the contractor to do a test repair of approximately 150 feet long along Route 196 to the spalling sidewalk concrete that was placed last year. **Order passed - Vote 6-0.**

SOLICIT BIDS FOR CREST AVENUE SEWER LINE REPLACEMENT

INTRODUCTION: Mandy Olver reported there are seven two-inch diameter polyethylene force mains used by seven houses each of which has its own pump in the house to convey sewage to a manhole at the end of the gravity sewer system. There have been multiple leaks from the force mains, requiring emergency repairs, and reporting of sanitary sewer overflows to the Department of Environmental Protection. Replacement of the force mains should reduce the potential for future added incidents. She reported most of the force mains are believed to be under the northern road shoulder so pavement disturbance can hopefully be limited to crossing paved driveways and four road crossings to houses on the opposite side of the road; however, a portion of recent pavement will have to be dug up but the required skinny mix will be applied. The preliminary cost estimate for this work is around \$120,000 to \$130,000. This project would be funded through the improvements line in the sewer budget.

COUNCILOR COMMENTS: Mrs. Barnes confirmed these funds should be coming out of the Capital Improvement Plan. The plan is to go out to bid in January to do this spring.

VOTE (2020-157) Councilor Fellows, seconded by Councilor Albert moved to authorize the Town Manager and Sewer Superintendent to solicit bids for the Crest Avenue Sewer Line Replacement. **Order passed - Vote 6-0.**

QUESTION 1 - BOND ORDINANCE FOR AN ADDITIONAL \$140,000 FOR MDOT MAIN STREET PROJECT

Second Reading

INTRODUCTION: Mrs. Barnes explained Council is asking Lisbon voters to authorize up to an additional \$140,000 in bonds to finance Lisbon's 10% share of the cost of reconstructing State Route 125 from State Route 196 to Huston Street. She reported current estimated costs for the road reconstruction project on State Route 125 (Main Street) from State Route 196 to Huston Street is now \$5,700,000, with the Town's 10% match totaling \$570,000. In addition to authorizing the borrowing of \$430,000 previously passed by Lisbon voters in November of 2018, an additional \$140,000 is required to reflect the increases in costs for this project. The project may be funded in full or in portion through taxation (by issuing general obligation bonds) or be funded using Dingley TIF revenues.

COUNCILOR COMMENTS: Mrs. Barnes reported the usual "Intent/Content Summary" would be posted on social media and our website. Councilor Ward said no additional taxes have to be raised at this time. He said the town does have \$140,000 in TIF revenue that could be used to meet the required 10% match.

VOTE (2020-158) Councilor Fellows, seconded by Councilor Albert moved to approve the Bond Order to be placed on the November referendum.

Roll Call Vote: Yeas – Albert, Lunt, Larochelle, Ward, Ganong and Fellows. Nays - None. **Order passed - Vote 6-0.**

2020 CDBG FAÇADE GRANT RESOLUTION
Item taken out of order after the Consent Agenda above.

AMEND FAÇADE GRANT GUIDELINES

Item taken out of order after the Consent Agenda above.

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert reported School Staff is back and gearing up for students to return. Stay tuned.
2. Planning: Councilor Fellows reported the applicant for last Thursday's meeting withdrew and the meeting was cancelled. He recommended Council join the Planning Board in a workshop to discuss recreational marijuana now that the state will be moving forward with changes that allow it by the end of September. He indicated amendments for retail sales and the land use table would require changes if the Council were to move ahead as well. Councilor Ward said he did not want Lisbon to be the first to move ahead, but that this discussion together with the Planning Board would be a great idea. He requested the Town Manager obtain a recorded copy of MMA's workshop on Marijuana Changes for viewing jointly with the Planning Board at a workshop before moving ahead.
3. LDC: Councilor Larochelle reported the LDC meeting held at Moxie Plaza was very well attended. Around 65 individuals took the tour and stayed for the discussion. A survey is available until the end of this month on Lisbon's website on the Economic Development's webpage. A consensus of what people want would be voted on, he said, so if anyone has an opinion, please voice it. The survey is an important part.
4. Conservation Commission: Councilor Ward reported Richard Main indicated they recently met at Beaver Park to discuss hiring North East Forestry Consultants to draft a Tree Harvest Plan, the Boy Scout and Girl Scout troops camp outs, and invasive species on the trails.
5. Recreation: Councilor Albert said he had nothing to report.
6. County Budget: Councilor Ward reported they would be meeting tomorrow night so he might know about what percentage the county budget might increase by before the Council's next meeting.
7. Library: Councilor Lunt said he had nothing new to report.
8. Water Commission: Councilor Fellows said the Water Commissioners were meeting next week.

B. TOWN MANAGER'S REPORT

Mrs. Barnes reported Pinewoods Road would be paved around September 14. She said they are doing a great job putting water down to keep the dust down.

APPOINTMENTS - NONE

COUNCILOR COMMUNICATIONS

Councilor Fellows mentioned Councilor Larochelle hosted an LDC meeting at his garage recently at which a representative spoke about solar options and the places where charging stations might be located. He said there is value in discussing solar options. Typically, there are no up-front costs, systems are sold to investors, and then later towns have the opportunity to purchase them. He said there is money to be saved; if not tomorrow, then eventually in the future. The Town Office roof or MTM are excellent potential locations. Councilor Larochelle said this is forward thinking, but eventually electric vehicles with GPS will prompt drivers to local charging stations and Lisbon could be that destination where visitors get their vehicles charged and while they wait, they can easily catch a bite to eat or shop downtown. He requested this information and the logistics be forwarded to the Council. He said it would be nice to know from other communities what they gained and the value of it.

Councilor Ward announced the Employee Picnic would be held this year at Beaver Park on September 20. He asked that Councilors get involved and help.

AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS - NONE

EXECUTIVE SESSION

VOTE (2020-161) Councilor Larochelle, seconded by Councilor Fellows moved to go into Executive Session per 1 MRSA Section 405 6 (A) Personnel Matters at 8:29 PM. **Order passed – Vote 6-0.**

The Council came out of executive session at 9:10 PM and the meeting resumed.

VOTE (2020-162A) Councilor Ganong, seconded by Councilor Lunt moved to confirm the Town Manager's appointment of Ryan McGee as acting Police Chief effective September 11, 2020. **Order passed - Vote 6-0.**

ADJOURNMENT

VOTE (2020-162B) Councilor Albert, seconded by Councilor Ganong moved to adjourn at 9:10 PM. **Order passed - Vote 6-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: September 15, 2020