



TOWN COUNCIL MEETING MINUTES JANUARY 21, 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 (arriving at 6:12 PM), Kolbe, Lunt, Larochelle, Ganong, and Fellows. Also present were Diane Barnes, Town Manager; and approximately 10 citizens in the audience.

VOTE (2020-15A) Councilor Larochelle, seconded by Councilor Kolbe moved to go into a workshop to discuss Department Goals. **Order passed - Vote 6-0.**

WORKSHOP

DEPARTMENT HEAD GOALS

Councilor Ward asked Mrs. Barnes to present the department's goals and indicated questions would be taken at the end of each department. Mrs. Barnes presented the following department goals:

Town Manager

1. Continue cross training and succession planning for all departments.
2. Continue open communication between manager/department heads and department heads/staff.
3. Continue to identify efficiencies within departments and promote collaboration between departments.
4. Continue to increase transparency.
5. Continue to improve ways to engage citizen involvement and disseminate information on local issues.
6. Continue department training and compliance.
7. Continue ordinance review, which is ongoing.
8. Continue Personnel Policy review and updates.
9. Continue to apply for grant funds to help fund major infrastructure improvements, assist with planning major projects, and help fund new projects.
10. Negotiate 3 collective bargaining agreements.
11. Close out 2018 CDBG Downtown Revitalization Grant.
12. Complete MUNIS conversion (Tax) and start the Utility conversion.
13. Continue Department Head evaluations.
14. Visit departments on a more regular basis.
15. Work with the Town Clerk to initiate employee service awards for presentations during Council meetings for Council recognition.

Technology

Based on the server software upgrades currently underway, Lisbon is in great shape for the next several years from a server standpoint. See immediate and long-term goals for Technology below:

1. Continue with computer replacements.
2. Solicit bids for IT maintenance & support.

QUESTIONS/COMMENTS: Councilor Ward asked if there was a set program in place. Mrs. Barnes said yes and that it covers long-term needs and emergencies. Councilor Larochelle asked if the Sewer Upgrades were included in the Capital Plan.

Town Buildings

Most of our buildings, following the energy efficiency project, are in great shape. The Town Office continues to have the biggest issues. See immediate and long-term goals below:

1. Continue with building projects that improve overall structures and safety. Install new rubber roof at the Fire Department (Lisbon Falls) and updated electrical service panels.
2. Streamline the bidding process to make town related building projects easier to manage and less burdensome; put together a certified contractor database for the assorted trades to help streamline the bidding process.
3. Reduce the amount of time required to manage the town office building's HVAC systems; start a CIP and fund a reserve account to replace the town office: \$500,000 CIP.
4. Continue working with the Public Works Director on the best practical approach to a new salt shed.
5. Continue with daily building related tasks.

QUESTIONS/COMMENTS: Councilor Fellows asked about outside lighting at the entrance at Town Hall. Councilor Ward asked what the full list of repairs looked like for maintenance. He said the town should be investing in its buildings, not taking a crisis repair approach. Councilor Ward asked what was bogging down the process. Mrs. Barnes said compiling requests for proposals and bidding requirements. Councilor Larochelle recommended going out to find the fairest hourly labor rate for engineering services to help get these things accomplished. Mrs. Barnes said that would certainly make it easier to move forward. Councilor Larochelle requested this be proposed during the budget season.

Assessing

1. Mass mailing of Homestead Exemption forms to owners who do not have the exemption.
2. Mass mailing to qualifying personal property tax accounts without a BETE application.
3. Reorganized and backed up Electronic files on the shared network drive.

QUESTIONS/COMMENTS: Mrs. Barnes said a shared drive could be set up this year with Roundtable. Mrs. Malloy said that would help a great deal with getting organized electronically.

Code Enforcement

1. Continue with major clean-up efforts throughout town focusing primarily on major arteries and arterial roads.
2. Continue dangerous building classifications and demolition.
3. Continue to promote positive development in town by streamlining processes to make it easier for new development and economic growth.
4. Work with and gain support from the Town Council on addressing property issues at 142 Ridge Road.
5. Continue working on improving our Lisbon GIS Mapping.

Finance

1. Continue MUNIS implementation.
2. Continue cross training all positions.
3. Develop a more comprehensive CIP plan with Department Heads.
4. Streamline reports in an effort to speed along the audit process.
5. Develop and maintain a more comprehensive Fixed Asset/Depreciation Report.
6. Have all Financial Reporting housed within the Finance Department as it relates to Grants and link to other departments in the Grant Record Keeping effort.

QUESTIONS/COMMENTS: Councilor Larochelle asked about MUNIS and what is left to be done. Mrs. Barnes explained the town's situation and her approach to the unfortunate delays. The tax module is expected to go live in April now. Mrs. Tierney said she would like to make the Capital Improvement Plan (CIP) more user friendly, expanding it to include notes. Councilor Ward mentioned it should include what we are thinking about 3 to 5 years down the road that should also include the School and Water Department's items. Mrs. Tierney mentioned the Fiscal Year 21 should have active CIP accounts.

Clerk

1. Continue Training Deputy and Assistant Clerks.
2. Continue to develop the electronic storage and retrieval plan.
 - a. Continue Archiving Council Meeting Minutes & Videos with Clerkbase.
 - b. Budget Costs to add Planning, Appeals, & Assessment Review Boards to Clerkbase.
3. Budget in FY 20-21 funds for Pictures and Framing Project
 - a. Pictures and Frames for pictures of interest, like Incorporation docs and/or early town meeting docs.
4. Reinstate Deputy Clerk Position back to Full Time hours (adding 14 hours) dedicating additional hours to assisting with monthly reports, vault maintenance, voter registration maintenance, historical displays, training, Election work, and additional office duties.
5. Work on Vault Maintenance & Vault Organization.
6. Continue with Phase III for the Records Restoration Work – Year 3 Books 19-15, 16, 17, & 18.

Police Department

1. Equip marked cruisers with less-lethal munitions. The equipment was purchased, and weapons modified, for less lethal (beanbag rounds) in 2019. Modified weapons will be placed in department vehicles upon completion of department-wide training in February.
2. Implement active shooter preparedness and response training. Equipment purchased in 2019 and training scheduled for March of 2020.
3. Increase traffic enforcement activity by 15%. (2,724 miles/vehicle stops in 2019)
4. Increase Police/Citizen Communication. Greater use of social media, department website, "Coffee with a Cop" type programs, and completion of lesson plan for February 2021 Citizen Police Academy course.
5. Expand recruitment opportunities. Increase officer engagement with CMCC L/E program, former military recruitment and college career fairs, review for competitive pay rates at reserve and full-time positions in Communications and Patrol.
6. Address training needs within the department. Defensive tactics, increase officer/canine familiarity, and continue cross training.
7. Explore report writing software options to improve the report writing process.
8. Research and determine probable next generation department firearms.
9. Maintain department-wide efforts towards previous goals that require continual effort and intent: leadership, cross training personnel, proactive thoughts at all levels, focusing on liability reduction.

QUESTIONS/COMMENTS: Chief Hagan said his focus was on department wide training, standard operating procedures, and pay issues to stay competitive. He explained newer vehicles would require new equipment due to interior redesigns, but that he would be able to use forfeiture funds to cover some of that cost.

Fire Department

1. Continue recruitment measures to increase personnel.
2. Increase public relations through more fire prevention detail programs throughout the year.
3. Increase consistent communication within the Fire Department by having single department meetings on a more regular basis.
4. Continue working with Fire Department officers on continually reviewing and updating the Standard Operating Guidelines and Policies for the Fire Department.
5. Start planning and looking into merging into one new Fire Station.

QUESTIONS/COMMENTS: Councilor Larochelle said this department's capital plan is now outdated. He said he would like to see more information on merging into a single station along with how that merger would effect this plan. Councilor Fellows said he would like to see what that looks like for equipment, too. Lisbon's staff and equipment currently meets our needs and meetings show membership is more receptive to one joint leadership and one direction. Councilor Larochelle pointed out potential savings for maintaining one building verses two.

Public Works

In general, the goals for the Public Works Department would be to maintain the level of funding the Council has currently established. The capital improvement items are the Department's biggest goals, which are identified below along with other operational improvements.

1. Develop greater emphasis and potential incentive program for proper equipment care and custody.
2. Complete all construction and paving projects in early fall.
3. Replace Salt Shed and provide for additional covered storage for equipment to extend useful life, ultimately saving money.
4. Provide more training opportunities for all staff.
5. Adjust work schedule to provide for adequate workdays through the spring, summer, and fall to increase productivity and output.
6. Increase the level of service provided to the community.
7. Remove and replace approximately 3000 to 4000 feet of sidewalk in different areas of town; work would be performed by the Public Works crew.
8. Replace culvert on back side of Ferry Road.

QUESTIONS/COMMENTS: Mr. Cyr said his focus would be on creating an incentive program where employees enjoy working at their jobs. He said the more town projects that get done, the more residents see our employees working and appreciate them, which can also be encouraging.

Transfer Station

Mrs. Barnes said the Transfer Station operates fairly efficiently. Lisbon is doing very well with the composting program and will likely expand on that. The Transfer Station is fully staffed. Things are going a lot smoother and collecting a lot more fees along with selling more stickers. She indicated they would continue to set up periodic sticker checks where the assistant would be onsite to sell permits.

1. Purchase a new trash trailer to replace the nearly 10 year old Steco trailer.
2. Improve buildings, grounds, equipment, maintenance, and appearance.
3. Hold public workshops to find ways to cover the ever-rising costs of waste disposal.

QUESTIONS/COMMENTS: Mrs. Barnes mentioned the Sewer Ordinance had been updated this year. Councilor Ward said there has been some discussion in this department about looking into scales so he asked for some information on scales.

Parks & Recreation

1. Department restructure.
2. Develop and offer a ride share program for seniors.
3. Continue to increase involvement with business, vendors, and volunteers (Moxie).
4. Create a Dog "Friendly" Park on Summer Street and develop signage along with parking.
5. Create 1 YURT or Lean-to for group camping.
6. Complete the Bath House renovation project by renovating 1 per year over the next 5 years.
7. Finish walkway next to MTM Park, which is a continuation from 2019.
8. Install Miller trail fencing; making erosion control a priority.
9. Replace fencing at MTM Park.

10. Continue Beaver Park Forestry Plan, develop 2020 Invasive Species Program, Increase Parking at Beaver Park and Summer Street Park, research disc-golf course options at Beaver Park, create a digital map of all walking trails, and continue to improve the beachfront at Beaver Park.

QUESTIONS/COMMENTS: Mr. Stevens mentioned camping areas exist on the Jessup Trail already.

Library

1. Complete collection transition into the statewide MILS system.
2. Continue to update and add Children's and Outreach Programs.
3. Begin to implement programs for Lisbon's Seniors and Veterans.
4. Continue to upgrade and improve the Children's Garden.
5. Ensure the Lisbon Library continues to move forward with statewide Library services.
6. Adapt Library staff job descriptions and duties to meet the needs of the community.

QUESTIONS/COMMENTS: Mrs. Nadeau said the building looks wonderful now. Councilor Larochelle said the town's focus should be on developing the area on Union Street now that fencing was upgraded.

Economic /Community Development

Business Retention & Expansion

1. Meet 20 business owners monthly; meet all business owners in 2020.
2. Develop a Business Retention and Expansion business survey and gather 50 responses to inform department priorities.
3. Deploy 3 Revolving Loan Fund loans in 2020 to growing companies identified in Goal 1.

Business Attraction

4. Strengthen Town marketing platform for Commercial Real Estate via relationships w/landowners & brokers.
5. Meet w/5 industry trade association leaders to develop awareness among influencers.
6. Attend 4 networking events in Southern and Central Maine markets to develop pipeline.
7. Host 3 entrepreneurs per month for local tours of local assets and amenities.

Property Development

8. Complete property inventory and identify priority parcels and areas for development.
9. Deploy Brownfield funds for two VRAP projects and fully spend down funds.
10. Identify resources to support community visioning process for the Worumbo Mill site.
11. Network with Commercial Real Estate owners and developers to identify motivated players for pipeline.

Grants

12. Build relationships with community organizations and understand their programs and needs.
13. Initiate dialogue with 3 new funders per month.
14. Develop 4 actionable scopes of work & budgets for 4 proposals that address community needs.

Marketing

15. Strengthen existing platform of social media, Town website, and presence at events.
16. Capture earned media via 3 curated news articles in regional news media.
17. Identify budget and process to procure professional assets for Town brand: video, print, and social media micro-targeting.

QUESTIONS/COMMENTS: Mr. Richardson said Lisbon is ready for expansion in the Village area and Worumbo Mill area. Lisbon is a great place to raise a family and it has a strong foundation to build upon.

Waste Water Treatment Plant

For the next couple of years the primary goal for the Sewer Department is to complete the projects associated with our USDA Rural Development Loan.

1. Continually strive to maintain 100% compliance with the DEP issued waste discharge license.
2. Complete the renewal of the DEP issued waste discharge license.
3. Complete the upgrade/rehab of the Davis Street pump station.
4. Complete the enlarging of the Chlorine Contact Tanks at the Treatment Plant.
5. Complete the Industrial Waste Surveys, which are a requirement of our discharge permit.
6. Start moving forward with succession planning for the future leaders of the department. This will involve more training and assistance with achieving higher certification, which are required to operate the wastewater treatment plant.

QUESTIONS/COMMENTS: Councilor Ward commended this department for including staff training and funds for certifications. Councilor Albert said there has been a flux in personnel. He said the town may need to add more resources than in the past here.

Mrs. Barnes presented the following Boards and Committee Goals:

Recreation

1. Discuss department restructuring.
2. Develop and offer a ride share program for seniors.
3. Continue to increase involvement with businesses, vendors, and volunteers (Moxie).
4. Create Dog "Friendly" Park on Summer Street and develop signage and parking.
5. Work on creating 1 YURT or Lean-to for group camping.
6. Concentrate on Outhouse renovations completing 1-2 per year over the next 5 years.
7. Finish walkway next to MTM Park, which is a continuation from 2019.
8. Focus on Miller trail fencing and make Erosion Control a priority.
9. Focus on Beaver Park bathhouse renovation project.

Conservation Commission

1. Focus on Beaver Park forestry plan.
2. Develop 2020 Invasive Species program.
3. Increase parking at Beaver Park and Summer Street.
4. Research various disc-golf course options for Beaver Park.
5. Create Digital map of all walking trails.
6. Improve beachfront at Beaver Park.
7. Develop Beaver Park use planning 2020-2021.

Planning Board

The list of goals below represents ongoing activities as well as drawing on recommendations from the 2011 Comprehensive Plan, the Route 196 Master Plan (adopted 2013), and the Lisbon Downtown Plan (adopted 2014).

Ordinances

1. Add standards to allow Accessory Dwelling Units.
2. Update ordinance and Planning Board documents to reflect changes in State law for filing requirements at the Registry of Deeds.

3. Review and recommend changes to the land use table for individual zoning districts starting with the Village Zone. This is a good practice to regularly review/update, especially following the update to the Comprehensive Plan in 2019.
4. Review Shoreland Zoning town-wide to make sure that sensitive, undeveloped areas are zoned Resource Protection and that built up developed areas with no resources or slopes to protect are zoned General Development.

Planning

5. Support/coordinate with the planning efforts related to the Lisbon Development Committee's work on the Worumbo Mill site and other potential reviews of properties or classes of properties going forward.
6. Support/coordinate with the Conservation Commission and Recreation Department on Beaver Park use planning.

Library Governing Board

1. Nurture open and supportive communications with our Library Director and Library Staff, by listening to concerns and providing non-judgmental feedback.
2. Attend Town Council meetings when possible and provide needed support.
3. Continue to look for unique and creative opportunities to develop community partnerships.

Lisbon Development Committee (LDC)

While there will be a more detailed and defined separate sub-goals, which will be communicated to the Town Council, our overarching goal for the LDC is to renovate and upgrade existing downtown public infrastructure with a concentration on high visibility items and areas as the priority. We will plan to use existing TIF funds for our operations, either as payment or as leverage for other funds that may be available for financing larger items.

1. Provide recommendations to Council a comprehensive Design Development Plan for the Worumbo Mill Site (including but not limited to periodical updates of project milestones, and progress reports).
2. Adopt a revised version of LDC Bylaws (short term goal).
3. To work closely with the Economic & Community Development Director in a town-wide effort to identify and prioritize areas of the town that could be improved/revitalized. LDC would then report to Council our findings, and to receive further instruction as to whether to proceed with a more comprehensive development plan.

Councilor Ward said he appreciated all the effort on everyone's part.

VOTE (2020-15B) Councilor Albert, seconded by Councilor Ganong moved to adjourn the workshop at 6:57 PM. **Order passed - Vote 7-0.**

The Chairman called for a 5-minute recess. There were no objections. The Chairman called the meeting back to order at 7:03 PM.

GOOD NEWS & RECOGNITION - NONE

PUBLIC HEARINGS

A. RETAIL MEDICAL MARIJUANA ESTABLISHMENT LICENSE FOR LISBON CANNABIS COMPANY

The Chairman opened the public hearing. There were no comments. The Chairman closed the public hearing.

B. MANUFACTURING MEDICAL MARIJUANA ESTABLISHMENT LICENSE FOR CRYSTAL SPRING HEALING ALTERNATIVES, LLC.

The Chairman opened the public hearing. Michael Scalia, one of the owners of Crystal Spring Healing Alternatives, LLC, said he owns a medical retail store in Lewiston. He mentioned he purchased the building at 1 Upland Road in Lisbon. He reported major renovations had taken place on the second floor. He said they thought they had temporary occupancy and prior to the holidays they had tried to get inspectors to come over. He said the only inspector to come through was our Fire Marshall who has been on site a couple of times. He said there are a couple of things that they need to do apparently. He said he thought this would be an ongoing process so he apologized for that. He said those items should not take long to complete. Samuel Scalia said there were three issues, one being the security lighting around the building on 24/7, then the security system, and the odor mitigation system. He said everything was ordered prior to this meeting so everything should be ready by the end of next week. The Chairman closed the public hearing.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2020-15C) Councilor Fellows, seconded by Councilor Ganong moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

# 01102020	\$ 13,5502.46	#200116	\$ 198,258.40
# 2001W2	\$ 18,698.23	#01162020	\$ 6,079.21
# 1212020	\$ 322,759.69		

B. School Accounts Payable & Payroll Warrants -

# 1050	\$ 327,783.53	# 1051	\$ 7,283.20
# 1052	\$ 66.24	#1053	\$ 3,673.74
# 2012	\$ 94,407.57		

C. Workshop Minutes for January 7, 2020

Order passed - Vote 7-0.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

MANUFACTURING MEDICAL MARIJUANA ESTABLISHMENT LICENSE FOR CRYSTAL SPRING HEALING ALTERNATIVE, LLC.

INTRODUCTION: Councilor Ward said he understood that Council is not prepared to move forward with this right now.

VOTE (2020-16) Councilor Ward, seconded by Councilor Larochelle moved to table the application for a Manufacturing Medical Marijuana Establishment License for Crystal Spring Healing Alternative, LLC to a future meeting. **Order passed - Vote 7-0.**

CDBG LETTER OF INTENT-FAÇADE PROGRAM FOR LISBON FALLS, LISBON VILLAGE, AND THE ROUTE 196 CORRIDOR GRANT

INTRODUCTION: Mr. Richardson said the Community Development Block Grant program (CDBG) has historically been an important resource for the Town of Lisbon's Economic and Community Development initiatives.

Mr. Richardson mentioned in preparation for the 2020 CDBG application process, Lisbon Town staff identified as a funding priority, the CDBG Community Enterprise Grant Program to support exterior façade improvements and

signage on existing businesses in designated slum/blight areas of Town. On January 16, 2014, the Lisbon Town Council approved Village Street, Main Street in Lisbon Falls, and the Rt. 196 corridor as a blighted area for the purposes of applying for CDBG funding. This Designation is valid for 10 years through January 2024. He requested Council to authorize the Town Manager to submit a 2020 CDBG Community Enterprise Grant Letter of Intent for business façade improvements in the amount of \$100,000. Loans would be for up to \$20,000 each to Lisbon businesses. Participating businesses would provide the matching funds required by the CDBG program. He said the deadline for the proposed Letter of Intent is Friday, January 31, 2020 at 4:00 pm.

VOTE (2020-17) Councilor Larochelle, seconded by Councilor Lunt moved to authorize the Town Manager to submit a 2020 CDBG Community Enterprise Grant Letter of Intent for business façade improvements in the amount of \$100,000. **Order passed - Vote 7-0.**

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said he had nothing to report.
2. Planning: Councilor Fellows said at the last meeting they continued to work on the Accessory Dwelling Units and finalized potential ordinance discussion changes and improvements at their Jan 23 meeting with a possible hearing to be set.
3. LDC: Councilor Larochelle said they held a meeting, Mr. Richardson attended, it was orchestrated nicely, and at the next meeting on February 12 at 6PM they will be looking at the Worumbo Park so anyone with an interest should attend.
4. Conservation Commission: Councilor Ward said he spoke to Richard Main and they will meet in February.
5. Recreation: Councilor Albert said they are discussing restructuring and budget items.
6. County Budget: Councilor Ward said he had nothing to report.
7. Library: Councilor Lunt said he had nothing to report.
8. Water Commission: Councilor Fellows said they decided to prioritize the 1.5 million dollar bond project and to work on mains, services, and valves on about 10 streets. They want to create a redundant supply of water for the Gross Development, which is a big deal since there have been a lot of water main breaks in this area. They are planning to replace the generators at Bauer Street and add a generator at the Water Department. They are looking at replacing the hydrants on Pinewoods Road as well. They mentioned they would be requesting a water rate increase.

Councilor Larochelle asked if their fire hydrant replacements for Pinewoods Road would be coordinated with the town's project. Councilor Fellows said there were three of them and that he thought it was in coordination with our project.

B. TOWN MANAGER'S REPORT

Mrs. Barnes said the 2016 CDBG grant has officially been closed. Two letters from the Maine Department of Transportation were received today about the highway preservation paving they will be doing this summer. One is along Route 196 from Lisbon to Lewiston and the other is along Route 196 from Lisbon to Topsham. These will go out to bid in February. She said she would be checking to ensure they would not interfere with the Moxie Festival.

Mrs. Barnes mentioned Target would be in the area doing our conversion, changing out the CMP lights to LED. This should take around three weeks.

C. DEPARTMENT HEAD WRITTEN REPORTS - NONE

APPOINTMENTS**CONFIRM LDC APPOINTMENT TO CHANGE
DON FELLOWS AS PLANNING BOARD MEMBER TO COUNCIL MEMBER**

VOTE (2020-18) Councilor Larochelle, seconded by Councilor Kolbe moved to appoint Councilor Fellows the Council Seat on the Lisbon Development Committee. **Order passed – Vote 6-0. (Abstained: Fellows)**

COUNCILOR COMMUNICATIONS

Councilor Kolbe said she has only received two evaluations so far. Councilor Ward said Councilor Kolbe is looking for those. He said after that the Council could schedule an executive session to discuss the content. He encouraged Councilors to turn in theirs.

Councilor Fellows mentioned he would be missing a couple meetings due to travel plans. Councilor Ganong said he would have to miss the next meeting.

Councilor Ward said the Council needs more Finance Committee applications. Only two have been received. He asked that another website news and announcement be sent requesting residents to join.

AUDIENCE PARTICIPATION FOR NEW ITEMS

Jason Smith reported new rules and regulations and sign offs are required for grows, processing facilities, extraction facilities, including those with editables in house. The State is requiring towns to sign off on these now. He said they have to check everything that they do. He said since day 1 they have been able to do editables in house. He said he does his own tinctures. He said it appears to be a separate \$250 licensing fee for being a processor. He said he has been doing this all along and that every caregiver has that right. He asked if he needed another license for manufacturing. Councilor Larochelle recommended the Council look into this to see if he does. Councilor Albert said he understood what Mr. Smith was asking and that it is now on their radar. He said to Mr. Smith's point it will take a little bit of research to be able to answer that question. He said the Council would want to be sure they are doing this correct across the board.

Mr. Smith asked what is manufacturing, is it growing, because that is actually caregiving. Because manufacturing is more like making stuff, extracting. This could be done in a crock-pot or with a huge elaborate pressure vessel with explosives. Councilor Larochelle said growing is not manufacturing. Mr. Smith said but in your existing ordinance, the way it is written though. Mr. Smith said if he was coming to the town for a manufacturing license it would be for extraction, because growing is not manufacturing.

Councilor Larochelle asked if Mr. Smith had to install an odor control system for licensing because your license was for the sale of it. Mr. Smith said yes, but only for the sale of it, not for growing it. Councilor Larochelle said to him growing fit into the manufacturing side of it and not into the retail sale of it, or the testing. He said we have more questions to ask at this point. Mr. Smith said the State of Maine has a lot more categories like cultivation, manufacturing, testing, extraction, and maybe processing. He said the State of Maine has always called cultivation the growing part; there has always been a fine line between extracting and cooking. He said it all comes down to the town and who is interpreting it. Councilor Larochelle said the growing part might need to be looked into again. Mr. Smith said the town might want to revisit cultivation then and include that into the land use chart along with considering a fee for doing it. Councilor Larochelle said he was a bit confused now because the Council felt growing fell underneath manufacturing. Mr. Smith said manufacturing/extraction is a big step and just to get a room up to start would be about \$150,000 and that's before you put the equipment into that room or doing any of this stuff. Councilor Larochelle said the State Fire Marshall must have a good awareness of what needs to be done before signing off. Mr. Smith said he had to hire an Engineer, which cost him \$5,000 just to find out it would cost \$150,000 to build a room.

Robert Kazimer thanked the town for purchasing new lights for the Christmas tree and Gazebo. Mr. Kazimer said his family has been doing this for the past 17 years. He said they are very proud of it; it looks great. He said they will be shutting the timers off the end of the month. Councilor Larochelle asked if the white lights around the ring could stay on through the summer. He said the LED lights will last six years. He indicated they left them up all year long last year because he knew they would be purchasing new ones. Mr. Kazimer said he could leave the lights on then. Councilor Larochelle said it makes a nice ambiance and gives more visibility to the park. The Council thanked Mr. Kazimer. Mr. Kazimer said the timer does not shut off until 2AM in the morning so it serves sort of like a beacon coming into town and then he turns it back to 11 PM.

Matthew Dunn said he had a couple of questions. Is there still an EMS Subcommittee and where does the town stand on providing funding for Lisbon EMS. The 2018 document he read said something about funding from Lisbon, Bowdoin, etc. Mrs. Barnes said they do have a board of directors. Our Finance Director is a board member along with Fire Chief as well. She said the FY20-21 that we are beginning would be the third payment according to that 2018 document you read. She reported it would not be changing from that document, although it will be going up \$50,000 more this coming year. That amount is exactly what they provided us back in 2018. The town does supplement Lisbon EMS and it is according to that document. Councilor Larochelle said these board meetings are open to the public and invited Mr. Dunn to attend if he would like.

EXECUTIVE SESSION - NONE

ADJOURNMENT

VOTE (2020-19) Councilor Larochelle, seconded by Councilor Albert moved to adjourn at 7:51 PM. **Order passed - Vote 7-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: February 4, 2020