



**TOWN COUNCIL
MEETING MINUTES
MAY 17, 2022
LISBON TOWN OFFICE**

Mark Lunt 2022
Donald Fellows 2022
Jason Smith 2022
Fern Larochelle, Chair 2023
Harry Moore, Jr., Vice Chair 2024
Raymond Robishaw 2024
Vacant 2024

CALL TO ORDER. The Chairman, Fern Larochelle, called the meeting to order and led the Pledge of Allegiance to the Flag at 4:45 PM.

ROLL CALL. Members present were Councilors Fellows, Larochelle, Robishaw, Smith, and Moore. Councilor Lunt arrived at 4:52 PM. Also present were Ryan McGee, Interim Town Manager; Steve Aievoli, Sewer Superintendent; Randy Cyr, Public Works Director; Mark Stevens, Parks and Recreation Director; Kayla Tierney, Finance Director; Rick Green, Superintendent of Schools; Traci Austin, School Committee Chair; Haley Redman, School Department Bookkeeper; and approximately 2 citizens in the audience.

EXECUTIVE SESSION

VOTE (2022-118) Councilor Robishaw, seconded by Councilor Fellows, moved to go into Executive Session Per 1 M.R.S.A. §405 (6) (A) Personnel Matters at 4:47 PM.

Order passed - Vote 5-0.

VOTE (2022-118A) Councilor Fellows, seconded by Councilor Robishaw, moved to return from Executive Session at 7:10 PM.

Order passed - Vote 6-0.

GOOD NEWS & RECOGNITION

Interim Manager Ryan McGee thanked Parks and Recreation for doing such a good job at Worumbo, they got the sprinklers going on the newly seeded area.

PUBLIC HEARINGS

A. MASS GATHERING PERMIT FOR THE MAINE BLUES FESTIVAL

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

B. SPECIAL ENTERTAINMENT PERMIT FOR FLUX RESTAURANT

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

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS – NONE

CONSENT AGENDA

VOTE (2022-119) Councilor Fellows, seconded by Councilor Lunt, moved to accept the consent agenda as follows:

- A. Municipal Accounts Payable Warrants - None
- B. Municipal Payroll Warrants - \$ 246,496.15
- C. School Accounts Payable Warrants - \$ 91,508.05
- D. School Payroll Warrants - \$ 780,788.89
- E. Mass Gathering Permit for Maine Blues Festival, Renewal Mass Gathering Permit for Parks and Rec and Special Entertainment Permit for Flux Restaurant
- F. Renewal of Victualer's Licenses
- G. Set a Public Hearing for June 7th for a Medical Marijuana Registered Caregiver Retail Store for Lisbon Cannabis and for an Adult Use Marijuana Retail Store for River Driver Cannabis.

The Chairman suggested moving Item G of the Consent Agenda to a separate vote since Councilor Smith is the owner of Lisbon Cannabis. There were no objections from Council.

VOTE (2022-119) Councilor Lunt, seconded by Councilor Fellows, moved to approve the Consent Agenda Items A through F.

Order passed - Vote 6-0.

VOTE (2022-119A) Councilor Fellows, seconded by Councilor Robishaw, moved to approve Consent Agenda Item G for a Medical Marijuana Registered Caregiver Retail Store for Lisbon Cannabis and for an Adult Use Marijuana Retail Store for River Driver Cannabis and to set a Public Hearing for June 7, 2022.

Order passed – Vote 5-0. Councilor Smith abstained due to a conflict of interest.

COUNCIL ORDERS, RESOLUTIONS & ORDINANCES

TO ADOPT THE SCHOOL BUDGET & THE SCHOOL CAPITAL IMPROVEMENT PLAN (CIP)

Item taken up out of order after Order 2022-121.

INTRODUCTION: The Chairman asked if there was anything the School would like to add or if they are ready with everything as presented. There were no questions or comments from Council.

VOTE (2022-120) Councilor Fellows, seconded by Councilor Robishaw, moved to adopt the School Budget and the School CIP.

Roll Call Vote: Yeas – Councilors Lunt, Fellows, Larochelle, Smith, Moore and Robishaw. 0 Nays.

Order passed - Vote 6-0.

FINANCE COMMITTEE RECOMMENDATION ON SCHOOL AND MUNICIPAL BUDGETS

Item taken out of order before ORDER 2022-120.

ORDER 2022-121 – No Vote Taken

INTRODUCTION: Chief McGee stated the Finance Committee had a final meeting May 16th regarding the School and Municipal Budgets. He said the budget updates were presented to the Finance Committee and they made the following recommendations for adoption for Fiscal Year 2023:

- | | |
|------------------|-----------------------------|
| • Sewer Budget | • Municipal Budget |
| • Sewer Revenues | • County Budget |
| • School Budget | • Municipal Budget Revenues |

The Chairman stated there was no need to make a decision since the Council will be voting later in the meeting regarding budgets.

SEWER DEPARTMENT RAS PUMPS BID INCREASE

INTRODUCTION: Mr. Aievoli presented his Memo to the Town Manager requesting approval for the additional 7% surcharge amount totaling \$3,265.50 to cover the cost increase to allow the purchase of the three pumps needed for the Sewer Department. He said they will need to wait for the final figure, and can re-evaluate and carry over to the next budget if it raises higher.

VOTE (2022-122) Councilor Lunt, seconded by Councilor Robishaw, moved to authorize the Interim Town Manager and the Sewer Superintendent to amend the purchase order to reflect the increased total cost of \$49,915.50 and continue with the purchase of the three new RAS pumps.

Order passed - Vote 6-0.

GRANT FOR SCHOOL RESOURCE OFFICER (SRO)

INTRODUCTION: Chief McGee presented information to the Council about why it is so important for Lisbon to hire an additional School Resource Officer. He said since the removal of one of our SROs 5-6 years ago, we now have four schools in Lisbon with only one SRO. He said Lisbon has grown, and requested to apply for and receive a Federal COPS grant through the Department of Justice, in order to fund a new SRO. He described the parameters of the grant, and stated that one SRO would be assigned to LCS and Gartley Street, and the new SRO would be assigned to LHS and Sugg Middle School, as well as being involved with Community Policing Programs.

Chief McGee said the cost to implement a second SRO would be \$59,113.60 to \$66,060.08 not including benefits. He said the Grant will pay up to \$41,667.00 over the first three years, totaling up to \$125,000.00 over the three-year period. He said the position would be under the Police Department, not shared with the School. He added that the grant funding would start fiscal year 2024.

COUNCILOR COMMENTS: Councilor Fellows asked if the position would augment the regular Police Department during summer. Chief McGee said it will, and clarified that the position will supplement the Police Department year round.

VOTE (2022-123) Councilor Fellows, seconded by Councilor Lunt, moved to authorize the Chief of Police/Interim Town Manager to apply for and receive grant funding from COPS School Resource Officer grant program for an additional School Resource Officer to begin FY 2024.

Order passed - Vote 6-0.

MOXIE DAY ROAD CLOSURES

INTRODUCTION: Chief McGee requested authorization for road closures and use of municipal areas in connection with the 2022 Moxie Festival July 8-10, 2022. Mr. Stevens offered to clarify the closings as Parks and Recreation Director. He said the Parade route will go from Capital Avenue to Crafts due to the Main Street construction. He said the Festival will center around the MTM Center on the streets that surround it, instead of on Main Street as in previous years. He said School Street will be closed all day.

Chief McGee offered a list of closures:

1. Closure of Route 196 from Crafts Cars to Capital Ave 10:00 a.m. to 12:00 p.m. on Saturday, July 9, 2022. (Parade)
2. Closure of Capital Avenue from 6:00 a.m. to 12:00 p.m. on Saturday, July 9, 2022. (Parade Line up and Staging)
3. Closure of School Street from Main Street to Vining Street from 6:00 a.m. to 6:00 p.m.(?) on Saturday, July 9, 2022 from 6:00 a.m. to 6:00 p.m. (Festival Activities)
4. Closure of Addison Street to South Street from 6:00 a.m. to 9:00 p.m. on Saturday, July 9, 2022.
5. Closure of Campus Avenue from 6:00 am to 9:00 p.m. on Saturday, July 9, 2022.
6. Closure of one lane on Berry Avenue bordering MTM Park from 6:00 am to 9:00 pm on Saturday, July 9, 2022.
7. The additional ability to close any road or municipal area deemed necessary by the Police Chief for public safety.
8. Traffic alerts for the following areas on Saturday, July 9, 2022 during the 5k :
Route 9 from Wing Street, Higgins Street, Spear Street, Cross Street, Huston Street, Spear Street, Scottsdale Avenue, and Frost Hill Avenue.
9. Description of road closure or barricades & time frame for 5K.

Chief McGee also requested assistance from Public Works as follows:

1. One dump truck, trash dumps, and bags in the municipal parking lot on Main Street from 8:00 p.m. on Friday, July 8, 2022 through 6:00 p.m. on Saturday, July 9, 2022, for the purpose of garbage collection. This needs to be relocated.
2. Eight to ten barrels at the MTM Center during this same time period.
3. A Public Works staff member available to empty trash bags into the dump truck as needed.
4. Placement of barricades for street and lot closings.
6. Barricades at both parking lot openings by 6:00 p.m. on Friday, July 8, 2022.

COUNCILOR COMMENTS: Councilor Larochelle asked how the detours would work. Mr. Stevens said traffic will be re-routed up Pleasant Street or Plummer Street. Councilor Larochelle asked if some of the electronic signs can be re-programmed to help re-route the traffic. Chief McGee said the Police Department will work with the Recreation Department on the routing of traffic.

Chief McGee said they have increased officers along the parade route as well as volunteers and will have cruisers along the route. Councilor Moore asked if Public Works dump trucks will be used as barriers to keep the parade safe from possible harm. Mr. Stevens said they will use sawhorse barriers and volunteers, as well. Chief McGee said he will talk to Public Works about using the dump trucks.

VOTE (2022-124) Councilor Fellows, seconded by Councilor Robishaw, moved to authorize the 2022 Moxie Festival Street Closures and Municipal assistance as presented.

Order passed - Vote 6-0.

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School Committee: Councilor Larochelle had nothing new to report.
2. Planning Board: Councilor Fellows said the Board was working on the extended solar farm agreement and the sign ordinance, as well as a change to ROS II
3. Lisbon Development Committee: Councilor Larochelle said there was nothing new to report.
4. Conservation Commission: Councilor Moore said there was a meeting scheduled for today and a tour to look at invasive species. He said the bamboo that was burned a couple weeks ago is now four feet tall.
5. Parks and Recreation: The Chairman said there would be more information to come later.
6. County Budget Committee: Councilor Lunt said he had nothing to report.
7. Library Governing Board: Councilor Lunt said the Library is gearing up for the Summer Reading Program, which starts soon.
8. Water Commission: Councilor Fellows said the Water department is currently down one staff person, so they are struggling. They have been working on the corrosion control issue but are very busy right now and the corrosion control is taking a back seat.
9. Finance Committee: Councilor Robishaw said they met last night and approved the budgets.

B. TOWN MANAGER'S REPORT

Chief McGee said there have been a few Main Street construction issues, the water main broke but it is being replaced. He said the Water Department worked quickly. He said the communication has been very good.

C. DEPARTMENT HEADS WRITTEN REPORTS

The Chairman asked the Council if anyone had any questions, there were none. He said the reports are appreciated. He asked if the reports are made public, should they go on the website on each department. Chief McGee said it is something we can look into.

APPOINTMENTS - NONE

COUNCILOR COMMUNICATIONS

Councilor Fellows asked where we're at with the Remote Meeting Policy, will we put it on the agenda. He said we will need a hearing, too. The Chairman said he will have the Interim Town Manager put it on the agenda. Councilor Fellows also said there's a Planning Board letter coming to the Council soon. Seeing no further communications, the Chairman moved to the next item.

AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS – NONE

EXECUTIVE SESSION

VOTE (2022-125) Councilor Lunt, seconded by Councilor Fellows, moved to go into Executive Session Per 1 M.R.S.A. §405 (6) (A) Personnel Matters at 8:00 PM.

Order passed – Vote 6-0

VOTE (2022-125A) Councilor Lunt, seconded by Councilor Moore, moved to come out of Executive Session at 9:06 PM.

Order passed – Vote 6-0.

VOTE (2022-125B) Councilor Robishaw, seconded by Councilor Fellows, moved to appoint Christine Cain to the vacant Council seat.

Order passed – Vote 6-0.

VOTE (2022-125C) Councilor Fellows, seconded by Councilor Robishaw, moved to approve amendments to the Town Personnel Policy in the form presented to the meeting as follows: Section 90-2 (b) (1) Benefit Entitlement, Section 90-7 Compensation and the attachment A Pay Plan, Section 90-8.5 Educational Incentive new Section, Section 90-10 Employees Exempt from Fair Labor Standards Act Section 90-21.f Sick Leave, new sub Section, Section 90-32.5 Longevity Stipend.

Order passed – Vote 6-0.

ADJOURNMENT

VOTE (2022-126) Councilor Fellows, seconded by Councilor Lunt, moved to adjourn at 9:09 PM.

Order passed - Vote 6-0.

Lisa M. Ward, Council Secretary
Town Clerk
Date Approved: June 21, 2022