



**TOWN COUNCIL
MEETING MINUTES
DECEMBER 6, 2022
LISBON TOWN OFFICE**

Fern Larochelle 2023
Christine Cain 2024
Harry Moore, Jr. *Chair* 2024
Raymond Robishaw *Vice Chair* 2024
Donald Fellows 2025
Jo-Jean Keller 2025
Mark Lunt 2025

CALL TO ORDER. The Town Clerk, Lisa Ward, called the meeting to order at 7:00 p.m. and led the pledge of allegiance to the flag.

INAUGURATION OF ELECTED OFFICIALS

Ms. Ward welcomed everyone to the Town Council's 17th annual organizational meeting that is held on the first Tuesday after the first Monday in December. Ms. Ward called for Outgoing Remarks from previous Councilors.

Councilor Smith thanked the Town, his wife and his family for the opportunity to serve on the Town Council.

Ms. Ward read the results from the November 28, 2022 election as follows:

Councilors for 3-year terms

Donald R. Fellows with 2,234 votes

Mark C. Lunt with 2,419 votes

Jo-Jean Keller with 2,364 votes

Councilor for a 2-year term

Christine C. Cain with 3,126 votes

School Committee Members for 3-year terms

Kelli A. Rogers with 1,860 votes

Laura A. Craig with 2,191 votes

Water Commissioner for a 3-year term

Arthur G. McLean with 3,244 votes

Ms. Ward called all the newly elected officials forward to be sworn into office and administered their oaths of office.

ELECTION OF COUNCIL CHAIRMAN

VOTE (2022-248) Councilor Larochelle nominated Councilor Moore. Councilor Fellows nominated Councilor Larochelle. Councilor Larochelle respectfully declined the nomination.

Seeing no other nominations, ballots were cast. There were 7 votes for Councilor Moore. Councilor Moore was duly elected Chairman for the ensuing year.

ELECTION OF COUNCIL VICE CHAIRMAN

VOTE (2022-249) Councilor Larochelle nominated Councilor Robishaw.

Seeing no other nominations, ballots were cast. There were 7 votes for Councilor Robishaw. Councilor Robishaw was duly elected Vice Chairman for the ensuing year.

The Town Clerk congratulated the newly elected officials and then passed the gavel to the new Chairman.

VOTE (2022-250) Councilor Cain, seconded by Councilor Robishaw, moved to recess for five minutes.

Order Passed - Vote 7-0.

Chairman Moore called the Council meeting back to order at 7:15 p.m.

ROLL CALL. Members present were Councilors Fellows, Lunt, Larochelle, Robishaw, Keller, Cain and Moore. Also present were Glenn Michalowski, Town Manager; Steve Aievoli, Sewer Superintendent; Kayla Tierney, Finance Director; Ross Cunningham, Economic & Community Development Director; Curtis Lunt, Planning Board Chair; and approximately 12 citizens in the audience.

GOOD NEWS & RECOGNITION

Ross Cunningham thanked the Council for the opportunity to purchase decorations for the holidays. He said Village Street area and Graziano square are finished and the tree-lighting event went well. He added that the decorations for Main Street will be done on Thursday, in time for Very Merry Main Street. He said that event on Saturday will include a ribbon-cutting for the newly opened street. He also informed the Council that the Town has been approved for a \$50,000.00 resiliency grant for turf on the Worumbo site.

Lisa Ward pointed out that the large wreath in the Council chambers was made by Karen Durisko at Beaver Park and is very beautiful. It will go on the side of the Town Office building later for the rest of the season, she said.

Len Lednum, from Positive Change Lisbon, invited all to Very Merry Main Street on Saturday. He said the focus this year is on Main Street businesses. He requested permission for the use of the Worumbo site for the horse and carriage rides. Councilor Larochelle pointed out that is a management issue, he could arrange it with the Town Manager.

Kayla Tierney thanked all who were involved with the Thanksgiving Baskets this year. She said there were 85 given out to Lisbon residents, and it is a great program for Lisbon.

PUBLIC HEARINGS

The Chairman opened the public hearings.

SPECIAL ENTERTAINMENT PERMIT -

COOMBS MOUNTFORT AMERICAN LEGION POST 158 & SLOVAK CATHOLIC ASSOCIATION

AUTOMOBILE GRAVEYARD PERMITS -

CAMPBELL'S USED AUTO PARTS & HUSTON'S AUTO SALVAGE

AUTOMOBILE GRAVEYARD PERMIT - HUSTON'S AUTO SALVAGE

**AMENDMENTS TO CHAPTER 10 BUSINESSES – ARTICLES XI AND XII MARIJUANA
ESTABLISHMENTS, APPENDIX C FEE SCHEDULE, AND CHAPTER 70 ZONING ORDINANCE,
SEC.70-531 TABLE OF LAND USES**

There were no comments. The Chairman closed the public hearings.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS -- *NONE*

CONSENT AGENDA

VOTE (2022-251) Councilor Fellows, seconded by Councilor Lunt, moved to accept the consent agenda.

- A. Municipal Accounts Payable Warrants - \$ 392,904.39
- B. Municipal Payroll Warrants - \$ 429,117.01
- C. School Accounts Payable Warrants - *none*
- D. School Payroll Warrants - *none*
- E. Minutes of November 15, 2022
- F. Tax Collector's Waiver of Foreclosure/Certificate of Settlement (2021 Taxes)
- G. Approve Policy on Treasurer's Disbursement Warrants for Municipal Employee Wages, Benefits, & State Fees
- H. Approve Policy on Treasurer's Disbursement Warrants for School Employee Wages & Benefits
- I. Special Entertainment Permit & Liquor License for the Coombs Mountfort American Legion Post #158 & Slovak Catholic Assoc.
- J. Renewal of Automobile Graveyard Permits for Huston's Auto Salvage & Campbell's Used Auto Parts
- K. Set Public Hearing for Medical Marijuana Retail Store and Manufacturing Facility License for Crystal Spring Healing Alternatives
- L. Pole Permits for Pole #5 & Pole #6 – Webster Road

Order passed – Vote 7-0.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES**SIGN ORDINANCE MORATORIUM EXTENSION FOR ADDITIONAL 90 DAYS**

COUNCILOR COMMENTS: Councilor Fellows stated that the Planning Board has made a lot of progress but they do need more time to work on it.

VOTE (2022-252) Councilor Fellows, seconded by Councilor Robishaw, moved to authorize the extension of the Sign Ordinance Moratorium for an additional 90 days.

Roll Call Vote: Yeas – Cain, Fellows, Keller, Larochelle, Lunt, Moore, and Robishaw. Nays - None.

Order passed - Vote 7-0.

ZONING CORRECTION FOR PARCEL MAP U20 LOT 020 – *Second Reading*

VOTE (2022-253) Councilor Larochelle, seconded by Councilor Robishaw, moved to correct the Zoning District for Parcel Map U20 Lot 020 from Resource Protection to Limited Residential.

Roll Call Vote: Yeas – Cain, Fellows, Keller, Larochelle, Lunt, Moore, and Robishaw. Nays - None.

Order passed - Vote 7-0.

ADOPT REVOLVING LOAN FUND EMERGENCY ORDINANCE

INTRODUCTION: Mr. Cunningham said that an ordinance change is needed to allow grant programs, and this emergency ordinance will allow it sooner so that Council can have the opportunity to approve a program to begin right away.

VOTE (2022-254) Councilor Larochelle, seconded by Councilor Fellows, moved to adopt the Emergency Revolving Loan Fund Ordinance to be effective immediately and to remain in effect for 90 (ninety) days from this day unless it is terminated or extended in accordance with this Ordinance.

Roll Call Vote: Yeas – Cain, Fellows, Keller, Larochelle, Lunt, Moore, and Robishaw. Nays - None.

Order passed - Vote 7-0.

AUTHORIZE MAIN STREET GRANT PROGRAM

INTRODUCTION: Mr. Cunningham explained the packet and program with guidelines. He said the design of the program is to allow businesses that have suffered losses due to the Main Street construction to recuperate. He said the applications for this will be presented for approval at the second Council meeting in January.

VOTE (2022-255) Councilor Fellows, seconded by Councilor Robishaw, moved to authorize the Main Street Grant Program 2022 as presented for immediate implementation.

Order passed - Vote 6-0-1. Councilor Cain abstained.

AMENDMENTS TO SEC. 74-151 REVOLVING LOAN FUND (RLF) ORDINANCE – *First Reading*

VOTE (2022-256) Councilor Larochelle, seconded by Councilor Robishaw, moved to Amend Sec. 74-151 Revolving Loan Fund Ordinance as presented and to set a Hearing for January 3, 2023.

Roll Call Vote: Yeas – Cain, Fellows, Keller, Larochelle, Lunt, Moore, and Robishaw. Nays - None.

Order passed - Vote 7-0.

AMENDMENTS TO CHAPTER 10 BUSINESSES – ARTICLES XI AND XII MARIJUANA ESTABLISHMENTS, APPENDIX C FEE SCHEDULE, AND CHAPTER 70 ZONING ORDINANCE, SEC.70-531 TABLE OF LAND USES – *Second Reading*

VOTE (2022-257) Councilor Fellows, seconded by Councilor Robishaw, moved to approve the Amendments to Chapter 10 Businesses – Articles XI and XII Marijuana Establishments, Appendix C Fee Schedule, and Chapter 70 Zoning Ordinance, Sec.70-531 Table of Land uses.

Roll Call Vote: Yeas – Cain, Fellows, Keller, Larochelle, Lunt, Moore, and Robishaw. Nays - None.

Order passed - Vote 7-0.

**AUTHORIZE THE RELEASE OF \$65,815.42 OUT OF THE SEWER FUND COMMITTED FUND
BALANCE AND PUT BACK INTO THE SEWER FUNDS FY23 BUDGET ACCOUNT**

INTRODUCTION: Mrs. Tierney said the release comes with the closing of \$6.5 Million sewer project which ended in November. She said \$65,815.42 is the interest and this will release it.

VOTE (2022-258) Councilor Cain, seconded by Councilor Robishaw, moved to authorize the release of \$65,815.42 out of the sewer fund committed fund balance and put it back into the sewer funds FY23 budget account.

Order passed - Vote 7-0.

OTHER BUSINESS

GREEN PURCHASING POLICY PRESENTATION

Mr. Michalowski said we started working on this in August and we've been doing a lot of research.

Mrs. Tierney said a small committee was formed consisting of Town Manager Glenn Michalowski, herself, and Library Director Diane Nadeau. She said no Maine towns have a green purchasing policy yet, so we will pioneer this. She said they looked at other states and what their municipalities are doing. She said they also requested information from AVCOG. Right now, their goal is to come up with a white paper to outline and explain what the policy will entail.

Mr. Michalowski said he has a check list. He said we are a couple steps ahead, that we received a list of 72 community actions that we can work on. He explained the next step is to recognize a governance group, and recommended the Conservation Commission to fill that role. The Council was in agreement. He went on to say that the town will be scored and can become eligible for grants, so we will want to start incorporating items right away.

Councilor Larochelle said that the composting policy is a good example of what the Conservation Commission has already done.

Councilor Fellows clarified that this is from the purchasing policy that was recommended to the Council.

COUNCIL COMMITTEE REPORTS

Councilors volunteered for the following Liaison assignments:

1. School: Councilor Lunt and Councilor Cain.
2. Planning Board: Councilor Fellows.
3. Lisbon Development Committee: Councilor Lunt.
4. Conservation Commission: Councilor Moore.
5. Recreation Committee: Councilor Larochelle.
6. County Budget Committee: Councilor Moore.
7. Library Governing Board: Councilor Keller.
8. Water Commission: Councilor Fellows.
9. Finance Committee: Councilor Robishaw.

TOWN MANAGER'S REPORT

Mr. Michalowski said the Labor negotiations with the Teamsters started on Monday. He also said he has been interviewing for an Assistant Town Manager.

REVIEW OF TOWN COUNCIL WORKING RULES ART IV, DIV 1, SEC 74-201

The Chair asked if any discussion was needed. Seeing no questions from Council, he moved to the next order of business.

APPOINTMENTS

VOTE (2022-259) Councilor Fellows, seconded by Councilor Robishaw, moved to appoint Linda Berube to the Finance Committee.

Order passed - Vote 7-0.

COUNCILOR COMMUNICATIONS

Councilor Larochelle thanked Jason Smith for his service on the Council. He also said he spoke with Len Lednum of the PCL regarding the use of the Worumbo site for Very Merry Main Street. Mr. Michalowski said the staff can take care of

that for the town. Councilor Larochelle added that there will be a ribbon cutting at the Very Merry Main Street event to re-open Main Street.

Councilor Fellows reminded Council that after tonight's meeting he will join by Zoom for several meetings. He said this will be new for both Council and himself.

Councilor Keller said she is grateful to voters for the opportunity to serve and looks forward to learning more.

AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS

Jason Smith said he heard a few things about the use of Worumbo site. He said even though things are moving slowly maybe Council can put a committee together.

Mr. Cunningham thanked Councilor Keller for her service on the Lisbon Development Committee.

John Cordts, a Lisbon business owner and a member of Lisbon EMS, said he is not a resident but he is a taxpayer. He addressed his concerns about the recent decision by the Town of Lisbon to purchase an ambulance. The Chair advised him of the speaking time allowed. When that time expired, the Chair advised Mr. Cordts to send his concerns directly to the Council and Town Manager for consideration. Mr. Cordts declined and said he would post his notes on social media.

EXECUTIVE SESSION – *NONE*

ADJOURNMENT

VOTE (2022-260) Councilor Keller, seconded by Councilor Lunt, moved to adjourn at 8:10 p.m.

Order passed - Vote 7-0.

Lisa M. Ward, Council Secretary

Town Clerk

Date Approved: January 3, 2023