Town Council
Meeting Minutes
January 7, 2025
Lisbon Town Office
6:00 PM - Town Council Meeting

Fern Larochelle, Chair
Christoper Camire, Vice Chair
Mark Lunt
Normand Albert
Jo-Jean Keller
Jeremy Barnard
Nick Craig

CALL TO ORDER & PLEDGE TO FLAG

The Chair, Fern Larochelle, called the meeting to order and led the Pledge of Allegiance to the Flag at 5:59 PM.

ROLL CALL

Members present included Councilor Larochelle, Councilor Lunt, Councilor Albert, Councilor Keller, Councilor Barnard, and Councilor Craig. Town Manager Glenn Michalowski, Economic and Community Development Director Ross Cunningham, Town Attorney Cameron Ferrante, Kate Burch from Northstar Planning, and an audience of approximately 10 citizens were also in attendance.

Vote Councilor Larochelle, seconded by Councilor Albert, moved to excuse Councilor Camire's absence.
Order Passed – Vote 6-0

EXECUTIVE SESSION

(Order 2025-001) Per 1 M.R.S.A § 405 (6)(E) Consult with Legal - Annual Council Training

Vote (2025-001) Councilor Albert, seconded by Councilor Keller, moved to enter into Executive Session at 6:01 PM.
Order Passed – Vote 6-0

Vote (2025-001B) Councilor Albert, seconded by Councilor Craig, moved to exit out of Executive Session at 7:45 PM.
Order Passed – Vote 6-0

GOOD NEWS & RECOGNITION

Economic and Community Development Director Ross Cunningham announced that Discover Lisbon would be hosting its second annual Non-Profit Summit on January 16, 2025.

Councilor Larochelle led a moment of silence for the passing of community member Curtis Lunt.

PUBLIC HEARINGS

Automobile Graveyard License Renewal for Campbells Used Auto Parts, Inc

The Chair opened the Public Hearing. Seeing no speakers, the Chair closed the Public Hearing.

Automobile Graveyard License Renewal for Huston's Auto Salvage

The Chair opened the Public Hearing. Seeing no speakers, the Chair closed the Public Hearing.

Special Entertainment with Alcohol License and Liquor License Renewals for Lisbon Left Hand Club

The Chair opened the Public Hearing. Seeing no speakers, the Chair closed the Public Hearing.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

The Chair opened the floor for audience participation. Seeing no speakers, the Chair closed the floor.

CONSENT AGENDA

(Order 2025-002) ***Consent Agenda Items***

-Automobile Graveyard License Renewal for Campbells Used Auto Parts, Inc

-Automobile Graveyard License Renewal for Huston's Auto Salvage

-Special Entertainment with Alcohol License and Liquor License Renewals for Lisbon Left Hand Club

-Set a Public Hearing for January 21, 2025 for a Special Entertainment with Alcohol License Renewal and a Local Liquor License Renewal for Lotta Moxie, DBA Frank's Restaurant

-Approve Minutes for the December 17, 2024 meeting.

-Set a Public Hearing for January 21, 2025 for Ordinance Changes Ch. 70 Zoning Ordinance

-Approval of Municipal Accounts Payable of $321,340.75, Municipal Payroll of $268,653.02, School Accounts Payable of $219,973.33, and School Payroll of $453,803.72

-Set a Public Hearing for January 21, 2025 for a Medical Marijuana Retail License, a Medical Marijuana Manufacturing License, a Medical Marijuana Cultivation License, and a Victualer's License for Crystal Spring Healing Alternatives

-Set a Public Hearing for January 21, 2025 Ordinance Changes to Chapter 70 - Zoning Updates

-Approve a Pole Permit for Central Maine Power on Bowdoinham Road

Vote (2025-002) Councilor Lunt, seconded by Councilor Craig, moved to accept the Consent Agenda as presented.
Order Passed – Vote 6-0

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

(Order 2025-003) Adoption of the 2025 Council Meeting and Workshop Schedule

After a discussion between the Council and the Town Manager, the Council voted on a schedule that featured one meeting in July, one meeting in August, one meeting in November, one meeting in December, four workshops in January, and four workshops in March.

Vote (2025-003) Councilor Albert, seconded by Councilor Craig, moved to adopt the agreed-upon 2025 Council Meeting and Workshop schedule.
Order Passed – Vote 6-0

(Order 2025-004) COUNCIL ORDER SUBMITTING AMENDMENT TO ORDER AUTHORIZING THE TOWN OF LISBON TO ISSUE UP TO $2,800,000 IN BONDS TO FINANCE THE RECONSTRUCTION OF A PORTION OF THE FERRY ROAD AND RELATED IMPROVEMENTS

This item was taken out of order after Good News and Recognition.

Town Manager Glenn Michalowski introduced the order by explaining that the Ferry Road bond project, which was approved through a referendum in 2022, has $472,009.38 in unspent proceeds due to lower-than-expected bids and no unforeseen costs during construction; that the funds can be reauthorized for use on other road-related projects through a special election; and that the money must be spent by May 2025.

Town Attorney Cameron Ferrante led a discussion with Council by first clarifying that no new funds would be appropriated, as the measure would be for the reallocation of existing funds for other road projects; that the funds would need to be spent before the end of May 2025 to avoid arbitrage; and that the bond is still too early in its lifecycle to use the remaining funds to paydown the balance.

After Councilors, the Town Attorney, and the Town Manager discussed topics such as how to choose new projects, how the bond was written, and when to hold the required special election, council chose to vote on the order.

Vote (2025-004) Councilor Albert, seconded by Councilor Craig, moved to adopt the order and hold an election that will be scheduled at a later date.
Roll Call Vote:
Yes – Councilor Keller, Council Chair Larochelle, Councilor Lunt, Councilor Albert, Councilor Craig, Councilor Barnard
No – None
Order Passed – Vote 6-0

(Order 2025-005) Introduction of Ordinance Changes to Chapter 70 - Zoning Updates - First Reading

Kate Burch from Northstar Planning presented the Planning Board's updates to several ordinances in Chapters 70 and 66 of the Lisbon Code of Ordinance. Some of the updates that Kate Burch explained during her presentation included measures that would permit the use of residential homes in commercial zones, ensure that property buyers would be informed about potential hazard sites before a land purchase is completed, and create a standardized road policy for the Town.

After a discussion between the Town Council, Kate Burch, and the Town Manager, the Council agreed that the proposed ordinance should not apply to the Lisbon Village area, and that separate ordinance changes should be written specifically for the Lisbon Village area.

Vote (2025-005) Councilor Albert, seconded by Councilor Craig, moved to adopt the Ordinance Changes to Chapter 70 - Zoning and remove the sections pertaining to the Lisbon Village area, and set a Public Hearing for January 21, 2025.
Order Passed – Vote 6-0

(Order 2025-006) Confirm Appointment of Alice Richards as Interim Town Clerk and Registrar of Voters

Vote (2025-006) Councilor Albert, seconded by Councilor Craig, moved to confirm the Town Manager's appointment of Alice Richards as Interim Town Clerk and Interim Registrar of Voters.
Order Passed – Vote 6-0

OTHER BUSINESS

Council Committee Reports:

School Committee – Councilor Albert

Councilor Albert said that the School Committee plans to meet on Monday, January 13, 2025.

Planning Board – Councilor Craig

Councilor Craig stated that the Planning Board plans to meet on Thursday, January 16, 2025, and that the Planning Board currently has two vacancies.

Lisbon Development Committee – Councilor Larochelle and/or Councilor Keller

Councilor Larochelle, after confirming meeting specifics with Economic and Community Development Director Ross Cunningham, stated that the Lisbon Development Committee planned to meet the following day, Wednesday, January 8, 2025.

Conservation Commission – Councilor Larochelle and/or Councilor Albert

Councilor Larochelle stated that he had not yet been able to attend a meeting in 2025.

Parks & Recreation Committee – Councilor Camire

In Councilor Camire's absence, Councilor Larochelle stated that he was able to attend the most recent Parks and Recreation meeting, which discussed plans to install a synthetic ice skating rink at Graziano Square.

County Budget Committee – Councilor Albert and Councilor Barnard

Councilor Albert asked the Town Manager for assistance with accessing the County Budget Committee's meeting schedule.

Library Governing Board – Councilor Keller

Councilor Keller mentioned that the Library is looking for feedback from visitors regarding their experiences in the facility and with the Library's programming, before announcing that the Library is planning a collaboration with the Art Collective for vision boards on Tuesday, January 28, 2025.

Water Commission – Councilor Albert

Councilor Albert said that the Water Commission was planning to meet later in the week.

Finance Committee – Councilor Barnard

Councilor Barnard said that the Finance Committee discussed ideas presented by the Transfer Station Committee, including a proposed "pay as you throw" pilot program for trash disposal.

Revolving Loan Committee - Councilor Larochelle and/or Councilor Craig

Councilor Larochelle stated that he had nothing to report.

Town Manager's Report

Town Manager Glenn Michalowski stated that the LEAP program for small businesses was approved for another year and would be hosting its next workshop on January 16, 2025; that the Council's goal-setting workshop would be held on January 14, 2025; and that the Lisbon EMS board planned to provide the Council with an update on their negotiations with the Town after the board's scheduled meeting on January 9, 2025.

APPOINTMENTS

No Council appointments

COUNCIL COMMUNICATIONS

Councilor Albert expressed his gratitude to the community for the support they extended to the Councilor and his family after experiencing difficulties throughout the holidays.

Councilor Barnard talked about the positive experience he encountered while attending a holiday event hosted by Sunshine Hill and the Parks and Recreation Department for seniors and visitors of all ages.

AUDIENCE PARTICIPATION & RESPONSE TO NEW ITEMS

Charlie Turgeon of Lisbon Falls shared his views on budgeting.

EXECUTIVE SESSION

(Order 2025-007) Per 1 M.R.S.A § 405 (6)(D) Labor Contract Negotiations

Vote (2025-007) Councilor Albert, seconded by Councilor Craig, moved to enter into Executive Session Per 1 M.R.S.A § 405 (6)(D) for Labor Contract Negotiations at 9:04 PM.
Order Passed – Vote 6-0

Vote (2025-007B) Councilor Albert, seconded by Councilor Craig, moved to exit out of Executive Session Per 1 M.R.S.A § 405 (6)(D) for Labor Contract Negotiations at 10:33 PM.
Order Passed – Vote 6-0

ADJOURNMENT

Vote Councilor Albert, seconded by Councilor Barnard, moved to adjourn at 10:34 PM.

Order Passed – Vote 6-0

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Alice Richards, Interim Town Clerk

Date Approved: May 6, 2025