Town Council
MEETING MINUTES
December 3, 2024
LISBON TOWN OFFICE
7:00 PM - COUNCIL MEETING

Jeremy Barnard
Christopher Camire
Nicholas Craig
Norm Albert
Jo-Jean Keller
Fern Larochelle
Mark Lunt

CALL TO ORDER & PLEDGE TO FLAG

The meeting was called to order by Councilor Moore at 7:00 pm followed by the Pledge of Allegiance. He thanked Councilors Larochelle and Lunt for their expertise and guidance during his time on the Council. He thanked Councilors Robishaw and Cain for their assistance. Councilor Cain took a moment to thank Councilor Larochelle for his confidence when he asked if she would be interested in filling a vacated council seat. She thanked the residents for their vote of confidence in electing her to finish the term and thanked the entire council and town office staff for keeping the council a smooth running operation and always interesting adventure. She learned a lot and forged many great relationships. Councilor Robishaw also thanked the residents for electing him to the council. He thanked the town office staff and commented that we have a good team in place and we are very lucky in Lisbon. They work very hard and do a very good job.
The meeting was turned over to the Town Clerk to moderate the Inarugarion of Elected Officials.

INAUGURATION OF ELECTED OFFICIALS & COUNCIL ORGANIZATION

Swearing in of Elected Officials

The Town Clerk introduced herself and stated that on November 5, 2024 along with the General Election, Lisbon held its Municipal Officers Election. The following were elected to the Town Council:
Jeremy Barnard 2523 votes
Christopher Camire 2302 votes
Nicholas Craig 3135 votes
Each newly elected councilor took the oath of office.

(2024-186) Election of Council Chairperson

The Town Clerk opened the floor for nominations for Council Chair. Councilor Albert nominated Nick Craig. Councilor Keller nominated Fern Larochelle. Hearing no other nominations, the Town Clerk closed the floor. The Council voted by secret ballot:
Councilor Larochelle: 5 votes
Councilor Craig: 2 votes
Councilor Larochelle was elected as the Chair.

(2024-187) Election of Council Vice Chairperson

The Town Clerk opened the floor for nominations for Council Vice-Chair. Councilor Albert nominated Chris Camire. Hearing no other nominations, the Town Clerk closed the floor. The Council voted by secret ballot:
Councilor Camire: 7 votes
Councilor Camire was elected the Council Vice-Chair.

(2024-188) Recess

(2024-188) Councilor Albert motioned the order, seconded by Councilor Lunt.
Order Passed; Vote: 7-0
The meeting entered recess at 7:10 pm.

ROLL CALL

Councilor Larochelle reconvened the meeting at 7:15 pm and welcomed the new council members. Members present were Councilors Barnard, Albert, Keller, Larochelle, Lunt, Camire and Craig. Also

present was Assistant Town Manager, Sarah Bennett, Economic Development Director, Ross Cunningham, Town Clerk, Becky Taylor-Chase and several residents.

EXECUTIVE SESSION

GOOD NEWS & RECOGNITION

Ross Cunningham, Economic Development Director, wanted to thank Discover Lisbon, Tiana, Lacome, Camdan Poisson, Len Lednum, Fern Larochelle, Amy Cunningham, Tim Ervin and Kyle Nystrom for their help decorating Main Street. He also thanked Tiana for putting up the tree.

Proclamation Recognizing Election Workers

The Town Clerk read the proclamation honoring the Election Clerks of Lisbon for their efforts facilitating the elections with the town.

Recognition of Sue Clemens-Dallaire

The Town Clerk presented Sue Clemens-Dallaire with a Certificate of Appreciation for her work as the election administrator for the November 5, 2024 General Election.

PUBLIC HEARINGS

East Coast Cure Medical Marijuana Retail Store License

Councilor Larochelle opened the public hearing at 7:19 pm. There were no comments so he closed the hearing at 7:19 pm.

River Driver Adult Use Marijuana Manufacturing License

Councilor Larochelle opened the public hearing at 7:19 pm. There were no comments so he closed the hearing at 7:19 pm.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

Harry Moore commented in support for the salary increase for the Town Manager agenda item. The information he presented was obtained through Maine Municipal Association specifically the salary survey. He commented on the following towns populations and pay:
Bath population 8861, the town manager pay is $61.71. Belfast population 7106, the town manager pay is $55.94, Brewer population 9582, the town manager pay is $69.23. Bridgton population 5421, the town manager pay is $67.17. Casco population 3683, the town manager pay is $58.42. Cumberland population 8520, the town manager pay is $79.32. Dover-Foxcroft population 4439, the town manager pay is $66.00. Elliot population 6934, the town manager pay is $56.48. Ellwsorth population 8499, the town manager pay is $62.50. Farmington population 7625, the town manager pay is $56.29. Freeport population 8825, the town manager pay is $81.54. Gray population 8363, the town manager pay is $61.43. Hamden population 7709, the town manager pay is $58.34. Herman population 6515, the town manager pay is $56.29. Kennebunkport population 3919, the town manager pay is $81.87. Kittery population 10,116, the town manager pay is $87.73. North Berwick population 5063, the town manager pay is $63.31. Old Town population 7372, the town manager pay is $64.01. Orono population 11,358, the town manager pay is $95.00. Presque Isle population 8792, the town manager pay is $57.70. Standish population 10,124, the town manager pay is $61.11. Yarmouth population 8983, the town manager pay is $73.14 and York population 9691, the town manager pay is $54.00. From reading the salaries, he commented that Lisbon's town manager is on the low end of that scale. His pay rate is $52.80. There are 483 municipalities in Maine. Lisbon ranks the 25th largest town and 38th in salary. He is advocating for the salary increase to pass going from N1 to N3 which will be $60 and some change. He is worth it and this is a retention tool.
Ray Robishaw also spoke in support of the salary increase for the town manager. It took months of work to find and hire the town manager. Chief McGee filled in doing double duty. He spent many hours working to keep Lisbon successful and the police department successful. It demonstrates that when you have a good person on your team you want to keep them. Mr. Moore's research shows he is way underpaid. Someone getting paid at that level, I'm not sure we would retain them. It's important to keep that motion moving forward and even with the research from Harry, this puts the

pay rate at mid-level. He really hopes the new council members will support this.

CONSENT AGENDA

(2024-189) ***Consent Agenda Items***
Councilor Albert motioned to remove item #1, Waive the Special Event Fee for Merry Main Street on the basis of Discover LIsbon's Non-Profit Status. There was no second, so the item remained on the consent agenda.
(2024-189) Councilor Craig motioned to approve the consent agenda, seconded by Councilor Lunt.
Order Passed, Vote 6-1

Waive the Special Event Fee for Merry Main Street on basis of Discover Lisbon's Non-Profit Status

Approve Medical Marijuana Retail Store License for East Coast Cure

Approve Adult Use Marijuana Manufacturing License for River Driver

Approval of Municipal Accounts Payable of $160,991.63, Municipal Payroll of $475,052.80, School Accounts Payable of $277,649.72, and School Payroll of $400,069.74

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

(2024-190) Approve Annual Salary Adjustment for Town Manager
(2024-190) Councilor Albert motioned for discussion, seconded by Councilor Lunt.
Councilor Albert stated the council needs to complete the review and then vote. It is unclear why this is on the agenda. Have the goals been met? He suggested the item be tabled so they can finish the review.
Councilor Barnard appreciated the research and felt the increase should be merit based.
Councilor Albert stated department heads do not give raised without evaulaions but that is what we would be doing here.
Councilor Larochelle stated the raise is overdue for the town manager. He agrees it is challenging for new council members. Moving forward we will meet all the milestones but recommends we approve.
Councilor Albert stated previous councilors would be sitting in on the evaluation. No new councilors would be participating. He felt we are setting a precedence. Stating leadership is exempt from the evaluation process. We should take one month to finish the process.
Councilor Larochelle felt it sends a message that we are not supporting management.
Councilor Craig asked what was overdue? The increase or the evaluation. Councilor Larochelle answer both were overdue.
Councilor Albert stated the contract is very clear; there is an annual evaluation. In 2023 the evaluation was done in August of 2024. We are missing milestones and we need to stay on task.
Councilor Barnard doesn't want to send a negative message and would like more concrete information before voting.
Councilor Lunt agrees to the evaulaiton. He stated he would like to withdraw his second to the motion.
The order did not receive another second and did not move forward.

(2024-191) Motion to Authorize Sale of 430 Ridge Rd., Lisbon, and Associated Agreements
(20204-191) Councilor Albert motioned the order, seconded by Councilor Lunt.
Order Passed, Vote 7-0
Councilor Larochelle gave a brief summary of the property. He stated is was dangerous and tearing it down had been considered. The property is split between Sabattus and Lisbon. Sabbattus has fronted money to tear it down. They have agreed to the sale.
The Assistant Town Manager read from the memo prepared by the Town Manager: I have outlined a summary of the history on this property as concisely as I can to provide context for the recommended

order.
• The property is in the early stages of disposition following foreclosure.
• Outstanding taxes and fees total $6,661.12, including amounts from six fiscal years.
• Further actions, including broker appointment and compliance with distribution requirements for excess proceeds, will require council direction.
The joint sale is necessary due to the shared ownership of the lot and the nonconforming status of one of the parcels. By proceeding with a joint sale, we can facilitate the quitclaiming of both parcels to a prospective new owner in a single transaction.
Councilor Craig asked about the new law regarding disposal of town property. It was stated the town can only keep the money owed for back taxes, legal fees etc. and anything above that goes to the owner.

(2024-192) Acceptance of $6,500 Donation from American Legion Post 158 and Establishment of Special Revenue Account for Ice Skating Rink at Graziano Square
(2024-192) Councilor Albert motioned the order, seconded by Councilor Keller.
Order Passed, Vote 7-0
Mark Stevens, Parks and Recreation Director, stated post 158 has been very active the last few months and reached out to offer some funds to support the skating rink.
Councilor Barnard asked if there were any concerns about if that is enough money. He is unclear of what the cost could be. Mr. Stevens stated it would be a small area, approximately 30x40.

OTHER BUSINESS

Council Committee Reports:
Councilor Larochelle wanted council members to look at the different committees and email him with their interest. At the next meeting they will review.

School Committee

Planning Board

Lisbon Development Committee

Conservation Commission

Parks & Recreation Committee

County Budget Committee

Library Governing Board

Water Commission

Finance Committee

Town Manager's Report
The Assistant Town Manager stated we have a PSAP agreement so that should be signed soon and will be on the agenda in January. Staff is working on their budgets. She also thanked the outgoing council members for their contributions. She has enjoyed working with them and getting to know her role with them. She is looking forward to working with the new council.

Council Goals
Councilor Larochelle stated the Town Manager learned of a new process for goal setting, so at the next meeting we will have him describe that process. We want to make sure everyone is working together, and we have a team approach to make goals attainable. If we are holding our town manager accountable we want to make sure we are setting goals that are achievable.
Councilor Albert stated back in September we spoke about having a charter commission. The charter needs a revamp and overhaul. We need to set up achievable and attainable goals.

APPOINTMENTS

(2024-193) Confirm Appointment of Liza Kimball from Associate Planning Board Member to Planning Board Member

(2024-193) Councilor Albert motioned the order, seconded by Councilor Lunt.

Order Passed, Vote 7-0

Councilor Craig commented that she is a wealth of knowledge and a great resource.
Councilor Albert commented she is more than qualified.

COUNCIL COMMUNICATIONS

Councilor Craig commented that he is happy to be here and thanked the residents that voted.
Councilor Keller commented about the improvements to the town's website. There are a couple of interesting meetings coming up. The Water Commission and a tentative Transfer Station Adhoc Committee meeting and a Public Safety Building Comittee meeting. You can find out more information on the town's website.
Councilor Larochelle would like the council to be forward thinking and do more workshops. He wanted to know if the council can do those at 6 before the regular meeting. Councilor Albert stated for context we use to do the budget in those workshops an hour before the meeting. We are laser focused for that hour and then go into the regular council business. Its a lot more productive.
Councilor Larocholle stated we have some catching up to do and we usually have a meeting with legal to go over the "do's and don'ts" of a councilor. That might be done in one of our workshops. He reminded people not to "reply all". If you are in an email of 3 or more it's considered doing town business and is a public meeting. Keep emails direct.
Councilor Keller has an article called the Art of Communication. Copies will be made and put in mailboxes.
Councilor Larochelle we can review the operating rules and they are subject to change with the new council. Take a look and bring any recommendations.

AUDIENCE PARTICIPATION & RESPONSE TO NEW ITEMS

Councilor Larochelle asked how many people were in attendance because their class required this as homework? There were approximately 10 students in attendance. He invited them to speak.
There was a question from the audience about the public hearing process. Councilor Larochelle stated there are requirements for a lot of different scenarios. Before it gets approved, there is an opportunity for the general public to comment for or against the item. When an ordinance changes, we need to hold a public hearing. It's exciting to see a lot of young people in the room. It's very important to be involved. It's important for the council to hear from the residents.
Melanie Simmons and Tessa McDaniels stated the assignment is for American Civ class and we need to write a paragraph about the meeting.
Charilie Turgeon congratulated the new and remaining council members. He stated their work is very admirable. He referred to Mr. Moore's information (previously brought up earlier in the meeting) and discussed Lisbon's population. He commented that we put the least amount of money into our school system in comparison to town's of similar size. The teacher shortage is real and is not going away anytime soon. Teachers are one of our biggest assets. They give back to the community.

ADJOURNMENT

Councilor Albert motioned to adjourn the meeting, seconded by Councilor Lunt.

Vote 7-0

The meeting adjourned at 8:09 pm.

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Rebecca Taylor-Chase, Town Clerk

Date Approved: