Town Council
Meeting Minutes
January 21, 2025
Lisbon Town Office
7:00 PM - Council Meeting

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

CALL TO ORDER & PLEDGE TO FLAG

Council Chair Fern Larochelle called the meeting to order and led the Pledge of Allegiance to the Flag at 7:00 PM.

ROLL CALL

Members present included Councilor Larochelle, Councilor Camire, Councilor Lunt, Councilor Albert, Councilor Keller, and Councilor Barnard. Town Manager Glenn Michalowski, Finance Committee Member Charlie Turgeon, and an audience of approximately 5 citizens were also in attendance.

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

EXECUTIVE SESSION

(2025-008) Executive Session per 1 M.R.S.A. § 405(6)(D) for Contract Negotiations with the Lisbon Police Department

Vote (2025-008) Councilor Albert, seconded by Councilor Keller, moved to enter into Executive Session per 1 M.R.S.A. § 405(6)(D) for Contract Negotiations with the Lisbon Police Department.
Order Passed – Vote 6-0

Vote (2025-008B) Councilor Keller, seconded by Councilor Camire, moved to exit out of Executive Session per 1 M.R.S.A. § 405(6)(D) for Contract Negotiations with the Lisbon Police Department.
Order Passed – Vote 6-0

GOOD NEWS & RECOGNITION

Councilor Albert recognized Coach Chris Cates and his time with the Lisbon High School's football program in response to the coach stepping down from his role.

Councilor Larochelle recognized the Public Works Department's efforts to clear the snow from roadways during the recent winter storm.

PUBLIC HEARINGS

Updates and Changes to Part II, Chapter 70 - Zoning Ordinance

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

Special Entertainment with Alcohol License Renewal and a Local Liquor License Renewal for Lotta Moxie, DBA Frank's Restaurant

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

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

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

Public Hearing in regard to (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

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 to audience participation. Seeing no speakers, the Chair closed the floor to audience participation.

CONSENT AGENDA

(2025-009) ***Consent Agenda Items***

Approve a Special Entertainment with Alcohol License Renewal and a Local Liquor License Renewal for Lotta Moxie, DBA Frank's Restaurant

Approve 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 February 4, 2025 for a New Local Liquor Permit, a New Special Entertainment with Alcohol Permit, and a Victualer's License for Two Mom's Diner

Set a Public Hearing for February 4, 2025 for a Medical Marijuana Retail License and a Victualer's License for 207 Edibles

Vote (2025-009) Councilor Lunt, seconded by Councilor Camire, moved to accept the Consent Agenda as presented.

Order Passed – Vote 6-0

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

(2025-010) Updates and Changes to Part II, Chapter 70 - Zoning Ordinance - Second Reading

Vote (2025-010) Councilor Normand Albert, seconded by Councilor Jeremy Barnard, moved to adopt updates and changes to Part II, Chapter 70 - Zoning Ordinance as presented.

Roll Call Vote:

Yes – Councilor Keller, Councilor Larochelle, Councilor Lunt, Councilor Albert, Councilor Barnard, Councilor Camire

No – None

Order Passed – Vote 6-0

(Order 2025-011) Second Reading of (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

Vote (2025-011) Councilor Chris Camire, seconded by Councilor Normand Albert, moved to adopt the order and hold an election on April 15, 2025.

Roll Call Vote:

Yes – Councilor Keller, Councilor Larochelle, Councilor Lunt, Councilor Albert, Councilor Barnard, Councilor Camire

No – None

Order Passed – Vote 6-0

(Order 2025-012) Ratification of Patrol, Dispatch, and Sergeants Contracts for 2025–2028

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

Vote (2025-012) Councilor Albert, seconded by Councilor Keller, moved to ratify the Patrol, Dispatch, and Sergeants Contracts for 2025–2028.
Order Passed – Vote 6-0

OTHER BUSINESS

Council Committee Reports:

School Committee – Councilor Albert

Councilor Albert recognized the work of Lisbon Middle School Principal Ryan McKinney, stated that the schools are responding to prevent additional issues within their sports programs, and announced that the school has entered the planning phase of its voter-approved middle school extension construction project.

Planning Board – Councilor Craig

Councilor Larochelle stated that he would attend the next Planning Board meeting, as Councilor Craig would still be unavailable at that time.

Lisbon Development Committee – Councilor Larochelle and/or Councilor Keller

Councilor Larochelle said that the Lisbon Development Committee recently applied for a grant that would contribute to the funding of a mixed-use building.

Conservation Commission – Councilor Larochelle and/or Councilor Albert

Councilor Larochelle announced that the Beaver Park Forestry plan was recently completed, that the Conservation Commission is researching more tree harvesting options for the community, and that the Town will be holding its Winterfest event on March 8, 2025.

Parks & Recreation Committee – Councilor Camire

Councilor Camire said that Parks and Recreation completed its annual Christmas Tree lighting event and also provided food to those in need over the holidays. Councilor Camire then announced that Parks and Recreation installed the grant-funded synthetic ice rink at Graziano Square, and is now available for public use.

County Budget Committee – Councilor Albert and Councilor Barnard

Councilor Albert stated that the most recent meeting was primarily for scheduling upcoming meetings, and did not address any budget items. Councilor Barnard and Councilor Albert said that they would alternate between who attends each meeting.

Library Governing Board – Councilor Keller

Councilor Keller announced that the Library would be displaying artwork created by Lisbon High School students, thanked Lisbon Police Chief Ryan McGee for his help with the Library's annual parade, and stated that the Library was seeking feedback from patrons to improve services and visitor experience.

Water Commission – Councilor Albert

Councilor Albert stated that the Water Commission is assisting with the Marshall Field development project, preparing for an inspection by the Maine Department of Labor, and repairing damages caused by winter weather.

Finance Committee – Councilor Barnard

Councilor Barnard said that the Finance Committee would like additional guidance from the Town Council with regard to what items the Committee should prioritize addressing. Discussion followed.

Revolving Loan Committee - Councilor Larochelle and/or Councilor Craig

Councilor Larochelle offered to attend the meeting while Councilor Craig was out of town.

Town Manager's Report

Town Manager Glenn Michalowski said that a new stakeholder may be able to provide a new site for LACO, and more information would become available if the new site is able to meet LACO's needs.

APPOINTMENTS

(Order 2025-013) Appoint Don Fellows to the Planning Board as an Associate Member

Vote (2025-013) Councilor Albert, seconded by Councilor Keller, moved to appoint Don Fellows to the Planning Board as an Associate Member.

Order Passed – Vote 6-0

COUNCIL COMMUNICATIONS

Councilor Larochelle expressed how participating in the Council's recent Goal Setting workshop felt like a rewarding experience, before thanking those who were involved and the workshop's organizers. Discussion followed.

Statutory Quarterly Financial Report for 2nd Qtr FY25

Councilor Larochelle explained that the Statutory Quarterly Financial Report for the Second Quarter of Fiscal Year 2025 is available in the meeting packets.

AUDIENCE PARTICIPATION & RESPONSE TO NEW ITEMS

Finance Committee Member Charlie Turgeon talked about Lisbon's schools and the School Department's budget.

EXECUTIVE SESSION

(2025-014) Executive Session per 1 M.R.S.A. § 405(6)(A) for Personnel Matters

Vote (2025-014) Councilor Camire, seconded by Councilor Keller, moved to enter into Executive Session per 1 M.R.S.A. § 405(6)(A) for Personnel Matters at 8:24 PM.

Order Passed – Vote 6-0

Vote (2025-014B) Councilor Camire, seconded by Councilor Keller, moved to exit out of Executive Session per 1 M.R.S.A. § 405(6)(A) for Personnel Matters at 9:16 PM.

Order Passed – Vote 6-0

ADJOURNMENT

Vote Councilor Albert, seconded by Councilor Barnard, moved to adjourn at 9:17 PM.

Order Passed – Vote 6-0

_____

Alice Richards, Interim Town Clerk

Date Approved:

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

WHEREAS, on September 7, 2021, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes, the Town Council of the Town of Lisbon, Maine (the "Council") duly adopted an 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 (the "Order");

WHEREAS, the Order authorized the issuance of bonds for the purpose of financing the reconstruction of approximately 2.5 miles of the Ferry Road from the intersection of Ferry and Marshall Roads extending to the river bend area, and related improvements (the "Project");

WHEREAS, at a referendum election duly called and held by the Town of Lisbon, Maine (the "Town") on November 2, 2021, the voters of the Town ratified and approved the adoption of the Order and authorized the issuance of a general obligation bond of the Town to finance the Project;

WHEREAS, on May 19, 2022, the Town issued its 2022 General Obligation Road Bond in the principal amount of $2,800,000 (the "Bond") to the Maine Municipal Bond Bank (the "Bank");

WHEREAS, subsequent to the issuance of the Bond, the Town solicited bids for construction of the Project authorized by the Order and used the proceeds of the Bond to pay for all of the cost of the Project;

WHEREAS, as a result of unexpectedly low bids from qualified contractors and the absence of any additional costs associated with the Project, the Town has completed construction of the Project and currently $472,009.38 of the Bond proceeds remain unspent (the "Unspent Proceeds"); and

WHEREAS, the Town has identified governmental purposes comparable to the Project, namely the design, engineering, repair, restoration, rehabilitation, reconstruction, repaving, resurfacing and reclamation of Town streets, sidewalks, parking lots and related facilities, on which the Unspent Proceeds may be spent;

NOW, THEREFORE, BE IT ORDAINED, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes:

That Section (1) of the 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 (the "Order") be hereby amended to include additional permissible uses of the Bond proceeds, as follows:

(1) That the Town of Lisbon (the "Town") be authorized to issue general obligation bonds in an amount not to exceed $2,800,000 and notes in anticipation thereof (collectively, the "Bonds"), to fund (i) the reconstruction of approximately 2.5 miles of the Ferry Road from the intersection of Ferry and Marshall Roads extending to the river bend area, and related improvements; and (ii) all or a portion of the cost of the design, engineering, construction,

repair, restoration, rehabilitation, reconstruction, repaving, resurfacing and reclamation of Town streets, sidewalks, parking lots and related facilities (the "Project");

That the Order, as approved by the Council on September 7, 2021 and ratified by the voters of the Town on November 2, 2021, shall otherwise remain unchanged and in full force and effect.

That, for purposes of Treasury Regulation §1.150-2, the Town reasonably expects to incur debt to reimburse expenditures (including expenditures made within 60 days of the adoption of this Ordinance) temporarily advance from the Town's general fund, such expenditures to be made to pay the cost or a portion of the cost of the Project, as amended by this Ordinance, and that the maximum principal amount of debt to be issued by the Town for the Project, including for reimbursement purposes, is Two Million Eight Hundred Thousand Dollars ($2,800,000).

That any and all actions heretofore taken by any Town officers or officials in relation to the Bonds and in furtherance of the purport and intent of this Ordinance and not contrary to this Ordinance are hereby ratified, approved and confirmed;

That it shall be a condition to the foregoing authority conferred by this Ordinance that the voters of the Town, pursuant to Section 8.11(b)(2) of the Town Charter, ratify the adoption of this Ordinance; and

That the Town Clerk file an attested copy of this Ordinance with the minutes of this meeting and in accordance with Section 8.25(b) of the Town Charter make attested copies of this Ordinance available to the public.

So Ordained, this 21st day of January, 2025.

Jo-Jean Keller

Lisbon Town Council

A true copy, attest:

Lisbon Town Clerk
(Town Clerk to file an attested copy of this Ordinance with the Council meeting minutes)

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

BE IT ORDERED, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes:

That a referendum election be held on April 15, 2025, for the voters of the Town to consider enactment of Ordinance, entitled "Amendment to Order Authorizing Town of Lisbon to Issue Up to $2,8000,000 in Bonds to Finance the Reconstruction of a Portion of the Ferry Road and Related Improvements" (the "Amendment");

That the Town Clerk be directed and authorized to take all actions required of the Town Clerk for said referendum election to be called and held; and

That a referendum question in substantially the following form appear in the warrant for and on the ballot at said referendum election, accompanied by a signed statement of the Town Finance Director with respect to indebtedness in accordance with section 5772(2-A) of Title 30-A:

> Shall the Town vote to ratify and enact an ordinance amendment entitled "Amendment to Order Authorizing 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"?
>
> Town Council recommends: ___
> Finance Committee recommends: ___

FINANCE DIRECTOR'S FINANCIAL STATEMENT

1. <u>Total Town Indebtedness</u>

Bonds Outstanding and Unpaid	$ 10,099,154.54
Bonds Authorized but Unissued	$ 8,350,000.00
Bonds to be Issued if this Article is Approved	$ 0.00
Total:	$ 18,449,154.54

2. <u>Estimated Costs of Proposed Bond</u>

As this is a repurposing of already issued and approved debt, there are no additional costs.

3. Validity

The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above Estimated Costs of Proposed Bonds. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Samantha Bryant, Finance Director
Town of Lisbon

So Ordered, this 21st day of January, 2025.

Lisbon Town Council

A true copy, attest:

Lisbon Town Clerk
(Town Clerk to file an attested copy of this Order with the meeting minutes)