

Memo To: *Lincoln Town Council*
From: *Lisa J. Goodwin, Town Manager*
Subject: *Weekly News*
Date: *December 4, 2009*

**2010 Trash Passes are now
available at the Town Office.
Call 794-3372 for more
information!**

ITEM 1. The holiday festivities are here! This week, despite rain and various obstacles the downtown decorating was completed due in part to the generosity of 3 local businessmen who donated their equipment and time. Our thanks are extended to Mark Helsing, John McLeod and Larry Ham Construction! One of Larry Ham's employees, Mark Birtz commented; *"This is such a fun project and seeing the lights when they are finally lit really makes it worth it - I will stay until every last light is up!"* Volunteers Genia Dill and Denise McReavy worked with town staff to ensure that everything was ready to go for the tree lighting ceremony this evening. The annual tree lighting will take place immediately following the Chamber of Commerce's "Festival of Lights" parade which starts at 6:00 PM. Ms. Kinkade's 4th grade class from the Ella P. Burr School will sing Christmas carols and members of the Greater Lincoln Marine Corp League #976 will also speak. A vehicle will be at the Veterans Memorial Square to drop off donations for the Toys for Tots campaign. During tonight's festivities hot chocolate and cookies will be provided by *Health Access Network*, and *FA Peabody Insurance Company* will give free glo-necklaces and bracelets to the children.

The "Breakfast with Santa" fundraiser that is held each year will be held this Saturday, December 5th, from 8:30 am to 10:30 am. Tickets have been selling this week at the Town Office and Events Coordinator, Shelly Crosby, commented that there will be the option of getting tickets at the door. There will be plenty of entertainment at the event. Santa Claus will arrive with his helpers and M.A.D.E Dance Studio, Balloon Artist and Juggler Zachery Fields and M.A. and M.J.H.S. Choirs will also be present entertaining the guests. Monetary donations for this breakfast have exceeded last year's amounts. So far \$575.00 cash donations have been made along with many items by area businesses. Mrs. Crosby commented *"This is such a great deal for families, a breakfast of pancakes, sausage and drinks, complimentary photos from Ruhl Photography of their child with Santa Claus, crafts, entertainment and lastly a goodie bag filled with items! More importantly, it sends the message to the child that Lincoln is a special place to live full of magic and happiness!"*

ITEM 2. The Public Works John Deere road grader was involved in an accident this week. The driver of the grader was making a left hand turn onto the Station Road when he was struck from behind by another vehicle. Minimal damage was done to our grader (less than \$100) while the other vehicle sustained major damage and was considered a total loss.

This is the second time our grader has been involved in a collision when another vehicle has struck the machine from behind. Public Works Director, David Lloyd, said that when he arrived on scene he immediately started to look at all the possibilities as to why this might have happened; all the warning lights were working, the machine has a slow moving triangle in the rear, this particular road area is a no passing zone, visibility in this area is extremely good and a driver can see in both directions over 1/3 of a mile.

Mr. Lloyd reminds drivers that road equipment such as loaders, back hoes, and graders are slow moving pieces of equipment with a top speed of 20-25 MPH. When approaching this type of equipment from the rear, drivers should slow their speed and proceed only when it is safe to do so.

ITEM 3. Our Main Street camera project will finally be completed next week! Dave Prescott of Time Warner informed us today that they will be on site Tuesday, December 8th, to run the cable. Our IT consultant, Motorbrain, is ready and waiting to make the connection to begin recording. Soon after the connection is made we will have a live feed on our website.

ITEM 4. Enclosed in the Council packets is this year's Workers Compensation Fund report for the Town of Lincoln. This report reflects the value of being a member in MMA's risk management services. Participation in MMA's fund provides significant benefits to members beyond meeting the statutory obligations under Maine's Workers Compensation Act. The following is a breakdown of the benefits Lincoln received:

<i>Dividends</i>	<i>\$2,540</i>
<i>Safety Grants & Scholarships</i>	<i>\$2,500</i>
<i>Leader Program</i>	<i>\$3,389</i>
<i>Loss Control</i>	<i>\$1,235</i>
<i>Total Value</i>	<i>\$9,664</i>

The total value for these same categories in 2008 was \$8,431. Dividends are paid to members who meet the established criteria and are voted on by the Trustees. The Safety Grants and scholarships are used to purchase safety equipment such as barricades and confined space equipment. The Leader Program rewards municipalities that implement loss control programs such as Lincoln's Safety Committee and achieve positive results with those programs. MMA's loss control staff spent a total of 13 hours this year assisting Lincoln with safety issues and staff training. The staff visited each of our work sites and identified any safety concerns and provided advice on how to fix any safety violations. These services are extremely helpful in assisting the Town to stay in compliance with the Department of Labor's compliance directives.

ITEM 5. The gas and diesel bids for the town and school department have been received for the ensuing year. In years past the vendors have bid a certain price over the rack price. This year vendors have submitted bids based on an amount off the daily retail price. We received a bid from Irving of .04 off the daily retail price and a bid from C N Brown of .085 off the daily retail price. The Council will be asked to award this bid to C N Brown at its December meeting.

ITEM 6. On November 25th Fire Chief, Phillip Dawson, together with Fire Engineer, Hans Miller, and Rusty Stanley of S & S Transportation traveled to the Stepney Fire Station in Monroe, Connecticut to inspect a 1990 Spartan platform fire truck. Mr. Stanley generously took two days off from his own job to assist the town by checking the mechanical aspects of the truck. He found a front universal and center bearing that needed replacement as well as an electrical issue with the electric water monitor on the platform. These deficiencies will be fixed prior to the sale

along with updated certifications. Otherwise, the truck was in excellent condition and very well maintained. The list price for this apparatus was \$225,000. After inspecting the truck, Chief Dawson was able to negotiate a sale price of \$176,000 plus the cost to bring the truck to Maine and have two employees from that fire department train our personnel when they bring the truck to Lincoln. Chief Dawson will have the actual cost of travel and training before the December Council meeting. Included with the truck is the following equipment: 1,000 feet of 5" water supply hose, two electric ventilation fans and several small pieces of equipment with a used value of about \$6,400.

There will be a motion on the December agenda to authorize the purchase of this truck. Finance Director, Gilberte Mayo, has also requested bids for the financing of this truck. A motion to award the financing bid will also be on the December agenda. If approved by the Town Council, Chief Dawson will move forward with plans to bring the truck to Maine and conduct the proper training to put the truck in service.

ITEM 7. Congratulations to our employees who are celebrating another year of service to the Town of Lincoln! The following table lists those employees along with their anniversary date and years of service.

Name & Department	Anniversary Date	Years of Service
Lisa Goodwin, Administration	December 2	18 Years
Patricia Cole, Administration	December 2	7 Years

ITEM 8. Construction of the ice skating rink will commence next week. W. T. Gardner & Sons has generously volunteered to construct the road and parking area for the rink. Buddy Gardiner will oversee this portion of the project. Barring any snow storms next week, the Public Work crew will build the actual rink. The rink will be 50' x 120'. H. C. Haynes Inc. has also been very generous and will donate the clay needed for the rink's base. Once this work is complete Bangor Hydro will set the light poles and we will be ready to make ice as soon as temperatures fall.

I have been gathering information to put together a request for qualifications for engineering services for the recreational center and plan to have that ready before the end of the month.

ITEM 9. The Library's FY2010 budget included installation of wireless internet services at the library. This service allows patrons to bring their laptop to the library and access the Internet. Library Director, Linda Morrill, reports that at one point last week there were 15 individuals using the wireless inside the library. Mrs. Morrill also reports that usages of the public access computers continues to grow and are in constant use throughout the day. Some of the patrons have indicated that they can no longer afford internet access at home and are happy to be able to visit the library to use our computers. Mrs. Morrill said if the usage continues to

grow the town may want to look at increasing the number of public access computers in the future to meet the needs of our citizens.

ITEM 10. Library Director, Linda Morrill, reports that she and Pam Fuller, Nutrition Associate from the University of Maine Cooperative Extension, met with homeschoolers on December 2nd. There were three adults and eleven children in attendance at the Nutrition Pyramid workshop. Parents and children learned about the food pyramid and had great questions for Ms. Fuller. Mrs. Morrill said that this was her third attempt at providing a program for our home school parents. She was thrilled with the attendance and that the attendees would like more programs with Ms. Fuller. Mrs. Morrill said, *“Each time, whether it was one parent or more, it opened more windows on how we, as their public library, can help them meet their educational goals.”*

Ms. Fuller will return on December 15th to provide adults with a holiday workshop. “Gifts from My Kitchen” will provide a recipe packet and materials to create special holiday gifts from your kitchen. Recipes will include Friendship Tea, International Coffee Mix, Cake in a Mug, and Rainbow Bean soup.

ITEM 11. In October the Council created the Ballard Hill Community Center Events Ad Hoc Committee. The committee was charged with finding activities to utilize the building and make it a true community center. To date the committee has only two members, Kathleen Britton and David Edwards. Ms. Britton has been very active trying to keep activity in the building. She opens the Wii room three days a week with 3-7 people using it each of these days. A group of homeschoolers rent a room once a week and also use the Wii room. There are usually 20-30 people in this group.

Ms. Britton also planned a music night which was held on November 13th. She reports that 16 people attended including the musicians, audience and volunteers. She said the ages ranged from teenagers to seniors and everyone had a good time and wanted the event to continue. She expects that attendance will increase as word gets out about the event. The next music night will be December 11th.

Lincoln Community Cafe' sponsored by Eastern Area Agency on Aging continues to serve between 15 and 36 dining room/volunteer attendees and approximately 20 Meals on Wheels clients on Monday, Wednesday and Friday. Ms. Britton reports that attendance is slowly increasing.

ITEM 12. This past spring the Council authorized the purchase of a portable sand screen for Public Works. Since the purchase of the new screen, Public Works has utilized this machine over 300 hours over the summer screening different products they use in many different jobs. Having the proper equipment enabled the crew to screen 3,000 yards of sand and hire a local contractor to transport the sand to the Public Works garage for \$8,736.00. By screening our own sand the department saved over \$13,000 this year alone. At this rate the new screen will pay for itself in about 2.5 years on just the winter sand without including the gravel that was processed for the children's fishing pond access road!

ITEM 13. The Town of Lincoln receives funding from the FAA and MDOT for improvements to our regional airport. The FAA's goal is to make every airport as self-sufficient as possible. At this time we cannot make Lincoln Regional Airport (LRG) self-sufficient and to attempt to do so would devastate the aeronautical society at LRG. Our goal right now is to remain eligible for the grants so we can develop LRG and increase activity. With increased activity we would receive an increase in funding.

On Thursday, David Lloyd and I met with the Airport Advisory Committee to discuss "through the fence" (TTF) agreements and tie down fees at the Lincoln Regional Airport. These agreements are required by the FAA. TTF agreements allow users to access our airport from their private property. For instance, our local pilots group, LAOPA, owns property adjacent to the airport and has access to our runway. During the committee meeting Mr. Lloyd explained that to be in compliance and remain eligible for FAA & MDOT grants we need to have a fee schedule to cover the airport access. The TTF agreements are nothing new to pilots at LRG. In 2008 Mr. Lloyd held several meetings with the members of LAOPA, a commercial business and individual pilots that use LRG to explain why we needed these agreements and what the outcome would be if we were not eligible for grants. Any revenue that the Town receives through these agreements is designated for airport development and maintenance only and cannot be used on any other project.

Trying to come up with a set of fees for access to LRG has been time consuming. It involved calling other airport managers in the area so that fees are similar and fair in all locations. The proposed fee structure is as follows:

- \$100 per plane for TTF agreement
- \$150 commercial property for TTF agreement
- \$17 monthly tie down fee for planes parked on LRG (first week free)
- \$200 per aircraft that are parked on commercial property for 1 month or longer (this is to eliminate parking multiple planes on one site to avoid annual fee)

These fees will produce an estimated \$2,900 per year in revenues based on 25 LAOPA members and three commercial. Once FAA approves the language in the TTF agreement, Mr. Lloyd will present the fee structure to the Council for approval. Although the agreements will not make the airport completely self-sufficient, the agreements will satisfy the FAA that we are working towards that goal.

ITEM 14. Police Officer Rick York solved a 27 year old burglary recently while investigating an informational complaint. As these complaints often go, one person has a falling out with another and then reports a crime. This was the case in the complaint that Officer York investigated. Officer York followed through on the investigation and recovered the property stolen. Due to the statute of limitations, no theft or possession of stolen property charges can be made against the individual. However, Officer York was able to return the property to the original owner!

ITEM 15. Enjoy your weekend!