# REGULAR TOWN COUNCIL MEETING
# AGENDA
# SEPTEMBER 14, 2015
# 7:00 PM

www.lincolnmaine.org

**Councilors:** Stephen Clay____, Chris Stevens, ____, Curt Ring, ____ Samuel Clay____, Dede Trask, ____, Jeff Gifford ____ and David Whalen ____.

1. **Call to Order**

   a. Pledge and Prayer

2. **Special Acknowledgement:**

   a. Robert Coon, for 10 years of service on the Planning Board.
   b. Mary Jo Hammond, for 15 years of service to the Library
   c. Dulcey Regoli, for 7 years of service to the Library

3. **Approval of Minutes** for August 10 and August 24, 2015 Council Chair shall approve the same as written

4. **Approval of Warrants** (0104)

   **Suggested Motion**: To approve and sign Warrants #____ through #____ in the amount of $_____.

   MOTION: _____ SECOND: _____ VOTE: _____

5. **Chairman's/Town Manager's Comments**:

6. **Monthly Reports**:

7. **Open Forum:** *This is the portion of the agenda where the public can speak to any items on the agenda that do not have a public hearing. Please stand and state your name before stating the nature of your business. The Council Chair may set a time limit per agenda topic depending on the number of residents in attendance who wish to speak.*

8a. **Acceptance of Gifts/Donations and Grants** (0104)

**Suggested Motion**: Move to approve and accept the following Gifts, Donations and Grants in the amount of $11,189.24, as detailed below.

| Organization | Type of Gift | Amount / Value | Department |
|---|---|---|---|
| David & Nancy Bean | Donation | $100.00 | Heating Fund |
| Friends of Library | Donation | $200.00 | Library |
| Library | Can Donations | $171.24 | Library Book Fund |
| Herb & Ellie Bailey Trust | Grant | $5,118.00 | Recreation |
| Mike & Angela Babcock | Donation of Gym Equipment | Est. $4,000.00 | Public Safety |
| Stephen & Tabitha King | Grant | $1,600.00 | Transfer Station |

MOTION: _____ SECOND: _____ VOTE: _____

8b. **Award Sander Bid** (0104)

**Suggested Motion:** Move to award Downeaster Sander, as is, to Maurice Hesseltine in the amount of $215.00.

MOTION: _____ SECOND: _____ VOTE: _____

9. **Consent Agenda:** All items marked with an asterisk (*) are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

*17. Approve Show Permit
*18. Approve E911 road name
*19. Appointment to Recreation Committee (2)
*20. Appointment to Planning Board (2)
*21. Appointment to Library Advisory Committee (2)

**Suggested Motion**: Move to approve the suggested motions for items #17 through #21, as presented.

MOTION: _____ SECOND:_____ VOTE:_____

10a. **Public Hearing – Dam Ordinance** (0105)

**Suggested Motion:** Move to open a public hearing for the purpose of hearing oral and written comments on the proposed addition of Dam Ordinance.

MOTION: _____ SECOND: _____ VOTE:_____

TIME STARTED: _____ CLOSED TIME: _____

10b. **Adopt Ordinance Change** (0105)

**Suggested Motion**: Move to adopt Ordinance addition of Dam Ordinance.

MOTION: _____ SECOND: _____ VOTE: _____

11. **Approval to Apply** (0304)

**Suggested Motion**: Move to allow the Public Safety Department to apply for a Maine Forestry Service Volunteer Assistance Program Grant with a 50% match.

MOTION: _____ SECOND: _____ VOTE: _____

12. **Authorization** (0100/0105)

**Suggested Motion**: Move to authorize the Town Manager to put the Court House/Town Office Question on the referendum for November 3, 2015.

MOTION: _____ SECOND: _____ VOTE: _____

13. **Approval of Renewal Liquor License Application – Gillmor's** (0101)

**Suggested Motion**: Move to approve the renewal liquor license application for Gillmor Investments, LLC dba Gillmor's Restaurant.

MOTION: _____ SECOND: _____ VOTE: _____

14. **Approval of Renewal Liquor License Application – Shooters** (0101)

**Suggested Motion**: Move to approve the renewal liquor license application for David Guthrie Sr. dba Shooters Billiards Bar & Grill

MOTION: _____ SECOND: _____ VOTE: _____

15. **Authorize Quit Claim Deed** (0104)

**Suggested Motion**: Move to approve quit claim deed for 8 Katahdin Ave to Dale Dill in the amount of $6,317.00.

MOTION: _____ SECOND: _____ VOTE:_____

16. **Authorize Abatement** (0105)

**Suggested Motion**: Move to abate taxes in the amount of $61.99 to Milton Stinson for FY 2014 due to error of a removal of Homestead exemption.

MOTION: _____ SECOND:_____ VOTE:_____

*17. **Approval Show Permit** (0101)

**Suggested Motion**: Move to approve show permit for the Lincoln Lakes Region Chamber of Commerce, gun show, September 26 and 27, 2015.

MOTION: _____ SECOND:_____ VOTE:_____

*18. **Approval of Road Name** (0105)

**Suggested Motion**: Move to approve an E911 road name of House Farm Road.

MOTION: _____ SECOND:_____ VOTE:_____

*19. **Appointments to the Recreation Committee – 3 Year Terms** (0101)

**Suggested Motion:** Move to appoint Shelly Wyman and Monica Vanadestine to the Recreation Committee for three year terms.

MOTION: _____ SECOND: _____ VOTE: _____

*20. **Appointments to the Planning Board – 3 Year Terms** (0101)

**Suggested Motion:** Move to appoint Glen Porter and Mark Blomsma to the Planning Board for three year terms.

MOTION: _____ SECOND: _____ VOTE: _____

*21. **Appointments to the Library Advisory Board – 3 Year Terms** (0101)

**Suggested Motion:** Move to appoint Mary Helen Scott and Bonnie Gray to the Library Advisory Committee for three year terms.

MOTION: _____ SECOND: _____ VOTE: _____

22. **Discussion-** Volunteer Youth Councilor

23. **Executive Session –Economic Development** (0105)

**Suggested Motion**: Move to retire into Executive Session pursuant to Title 1 MRSA Section 405(6) (c) for the purpose of airport/economic development.

MOTION: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

24. **Executive Session – Personnel** (0100)

**Suggested Motion**: Move to retire into Executive Session pursuant to Title 1 MRSA Section 405(6) (a) for the purpose of Personnel.

MOTION: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

25. **Executive Session – Poverty/Infirmity Abatement Application** (0104)

**Suggested Motion**: Move to retire into Executive Session pursuant to Title 1 MRSA Section 405 (6) (c) for the purpose of discussing a poverty/infirmity abatement.

MOTION:_____ SECOND:_____ VOTE:_____

TIME STARTED: _____ TIME CLOSED: _____

26. **Future Agenda Items**

27. **Adjourn**

**Suggested Motion:** Move to adjourn meeting _____:_____pm

MOTION:_____ SECOND:_____ VOTE:_____

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# REGULAR TOWN COUNCIL MEETING
# MINUTES
# AUGUST 08, 2015
# 7:00 PM

Present: Steven Clay, Curt Ring, Samuel Clay, Dede Trask and Chris Stevens. Town Manager Ronald Weatherbee and Town Clerk Amanda R. Woodard
Absent: Jeff Gifford and David Whalen.

1. **Call to Order** at 7:00pm by Chairman Steve Clay
   1a. **Pledge and Prayer**
   Reverend Terry Epcot.
2. **Approval of Minutes** for July 13, 2015 and July 20, 2015 if no objections Council Chair shall approve the same as written.

   No objections

3. **Approval of Warrants** (0104)

   **Suggested Motion**: To approve Warrants #4 through #9 in the amount of $606,280.62.

   Motion made by Curt Ring seconded by Dede Trask.

   Vote 5-0

4. **Chairman's/Town Manager's Comments**: Ronald Weatherbee: Talked about ATV and Snowmobiles, on public roads, currently doing research. Recent meeting on the Widening of West Broadway for land and business owners, most were happy with the information provided. Tony Jenson will be here for September's meeting, so there will be a special meeting at 6:00pm. DOL violations are 75% taken care of, the remaining should done by the 31st. Talked about Summit Project.

5. **Monthly Reports**: No Comments

6. **Open Forum:** *This is the portion of the agenda where the public can speak to any items on the agenda that do not have a public hearing. Please stand and state your name before stating the nature of your business. The Council Chair may set a time limit per agenda topic depending on the number of residents in attendance who wish to speak.*

   Stacey Perry of F.A. Peabody and Denise Kushierz: Spoke in support of the Recreation Center. Bill Chubbuck: Talked of work the Millett Mallett Road Association would like to have done to the end of the road, mostly paving. Roger Ryder: Backup information not provided on the website and would like to know the balance in accounts after money is taken from reserves or unassigned fund balance; also talked about Ballard Hill deed. Ronald Weatherbee: Responded to one of Roger Ryder's concerns, even with items on the agenda tonight the unassigned fund balance will have a little over 25% that is recommended by Mindy Cyr. Unofficial balance is 2,096,744. Charlene Black: Talked of safety concerns with the Sweet Road, brush is high on sides of the road. Will Labrie: Support in recreation center. David Lloyd: Sweet Road maintenance was cut in budget

process. Gilberte Mayo: Asked about vendors being on agendas. Asked about transfer fee for cable company ,performance bond and about borrowing the full amount for the bond for West Broadway. Expressed a few concerns with Ballard Hill. Asked if could ask about questions that are not on agenda. Then asked about street lights and if Town is doing all it can to keep businesses from closing their doors, Sears and Johnston Florists. Steve Clay: Johnston has been closed for some time now and are leasing out, and going to reopen. Ruth Birtz: Sears has a national problem not just in Lincoln. Dede Trask: Volunteered to help with the Recreation Center. She had recently visited the walking trails and thinks it's a beautiful area, job well done. Not sure as to the information on the website but has information in packet with backup material on each item on the agenda. Also talked of balances in accounts and has confidence in Ronald to not allow over spending. Samuel Clay: In support of the Recreation Center and moving it forward also volunteered his time. Curt Ring: Not aware of what information is on the website. The same material they receive should be on there, also believe the agenda should have more information on them. Has confidence in the Town Manager and employees that they are doing the best they can to save money and follow the bid process.

7. **Acceptance of Gifts/Donations and Grants** (0104)

**Suggested Motion**: Move to approve and accept the following Gifts, Donations and Grants in the amount of $ 412.86 as detailed below.

| Organization | Type of Gift | Amount / Value | Department |
|---|---|---|---|
| Library | Can Donations | $312.68 | Library Book Fund |
| Nancy and David Bean | Donation | $100.00 | Heating Fuel Fund |

Motion made by Dede Trask seconded by Curt Ring.

Vote 5-0

8. **Approve Renewal Liquor License** (0101)

**Suggested Motion**: To approve the renewal of a liquor license for Wing Wah Restaurant at 60 Main Street owned by Michael Chan.

Motion made by Curt Ring seconded by Dede Trask.

Chris Stevens: Asked Dan Summers if he has had any issues with this business. Dan Summers: No

Vote 5-0

9. **Lincoln Airport Advisory Committee Appointment** (0706)

**Suggested Motion:** Move to appoint Roger Ryder to the Lincoln Airport Advisory Committee for a three-year term.

Motion made by Dede Trask seconded by Chris Stevens.

Vote 5-0

10. **Award Loader/Backhoe – Public Works. (0406)**

**Suggested Motion:** Move to award the Public Works Backhoe bid to Nortrax in the amount of $87,000.00.

Motion made by Curt Ring seconded by Samuel Clay.

Dede Trask: Asked David Lloyd if this was more than what was budgeted. David Lloyd: Did not figure in TIF money.

Vote 5-0

11. **Award Dump Truck Bid – Public Works. (0406)**

**Suggested Motion:** Move to award the Public Works Dump Truck bid to Daigle & Houghton, option #1in the amount of $75,000.00.

Motion made by Curt Ring seconded by Samuel Clay

Vote 5-0

12. **Award Plow Equipment Bid. (0406)**

**Suggested Motion:** Move to award the Public Works Department Plow Equipment bid to H.P. Fairfield in the amount of $73,238.00 with deviations.

Motion made by Curt Ring seconded by Samuel Clay

Dede Trask: Ask what deviations are. David Lloyd: Explained that there a few difference on the truck than the regular truck we normally get bid out, for but didn't see it being any issues.

Vote 5-0

13. **Summer Maintenance – Millett Mallett Road. (0406)**

**Suggested Motion**: Move to approve the summer maintenance of the Millett Mallett Road *(a public easement)* until October 31, 2015, with the level of maintenance to be at the Public Works Director's discretion.

*Samuel Clay abstained.
Motion made by Curt Ring seconded by Dede Trask

Dede Trask: Any paving done to that road would need to be budgeted for. David Lloyd does not think that it's a public easement and would not be allowed to spend Town funds on this project.

Vote 4-0

14. **Authorize Transfer** (0700)

**Suggested Motion:** Move to authorize a transfer of funds from Un Assigned Fund balance in the amount of $2,300.00 for the purchase of alarm system at the Library.

Motion made by Curt Ring seconded by Samuel Clay
Dede Trask: Does this include any cameras. Linda Morrill: This is motion sensors, panic buttons and alarm.

Vote 5-0

15. **Authorize Transfer** (0510)

**Suggested Motion:** Move to authorize a transfer of funds from Un Assigned Fund balance in the amount of $8,459.00 for the purchase of rain water cistern system at the Transfer Station.

Motion made by Curt Ring seconded by Samuel Clay

Dede Trask: I have done some research but could you explain what this system entails. Tom Vachon: 1,800 gallon Polly tank that will be housed in the recycle building, we will build the room ourselves and can also be filled by the Fire Department if needed. Bid also includes pump system, hot water heater and 4 spouts. Two inside and two outside the building. This system will save money in we will not need a septic system, if we had Town water one would be required. Dede Trask: Think this is long overdue. Tom Vachon: This bid only includes plumping not the electrical or a heating system $5,000 to $6,000could be added on to this cost.

Vote 5-0

16. **Permission to Donate** (0304)

**Suggested Motion:** Move to allow the Fire Department to donate 4 SCBA air cylinders to another agency or Fire Department.

Motion made by Samuel Clay seconded Curt Ring

Dede Trask: This equipment is no longer of use to you but could be to another Department. Dan Summers: That's correct.

Vote 5-0

17. **Change of Control** (0100)

**Suggested Motion:** Move to authorize the change of control from Time Warner Cable LLC into a subsidiary of New Charter.

Motion made by Curt Ring seconded by Samuel Clay

Vote 5-0

18. **Adoption of Order No. 2015-01- Authorization to Borrow Funds** (0100)

Suggestion Motion: Move to adopt Order NO. 2015-01 authorizing the appropriation of funds in the amount of $1,200,000.00 including issuance of General Obligation Bond(s) or Notes(s) to the Town of Lincoln in the principal amount not to exceed $1,200,000.00

for the purpose of financing of road widening of West Broadway and related improvements.

Motion made by Samuel Clay seconded by Dede Trask.

Vote 5-0

19. **Approve the Transfer of the Ballard Hill Deed to the Golden Key Senior Center** (0100/0601)

**Suggested Motion:** Move to allow the transfer of the Ballard Hill Deed to the Golden Key Senior Center.

Motion made buy Curt Ring seconded by Dede Trask.

Curt Ring: Would like to donate the building but would like to have assurances that the building is used for the intended purpose, and no sale of the building would occur after the property was transferred. If something were to happen or you could no longer be in the building, that within a reasonable amount of time, ownership would revert back to the Town. Dede Trask: Would like to see in writing, exactly what Curt just said and if the building is not being used for what has been discussed, then the ownership comes back to the Town. I would also like to see in writing how much land is going with the building before we vote. Chris Stevens: Feels the same as Dede and Curt. Would also like to know where bus parking would be located. Jim Whitney: We have had a few ideas but definitely keeping them away from the playground area. Curt Ring: Wouldn't mind having a special meeting, having the deed drawn up and meeting next week, do not want to push this to September. Transfer the building now and worry about the land later. Samuel Clay: Would like barrier between the playground and where the buses would be.

Dede Trask and Curt Ring: Tabled item until following week.

20. **Authorize Transfer** (0706)

**Suggested Motion:** Move to authorize a transfer of funds from Unassigned Fund balance in the amount of $843,445.00 for the purchase of fuel for the Airport.

Motion made by Curt Ring seconded by Samuel Clay

Vote 5-0

21. **Discussion:** Recreation Center

Jeremy Weatherbee: Asked for some direction from the Council on moving forward with the Recreation Center lot. There is $454,000.00 in fundraising account. Should ground work be started or just to continue to fundraise? Dede Trask: Is there a specific area the center will be? Jeremy Weatherbee: 2007 or 09 engineered plans were done and yes a specific place was identified. Ronald Weatherbee: Plymouth Engineering was here in 09 and plans were designed. Dede Trask: Asked Jeremy around research done on buildings, size, those things. Jeremy Weatherbee: Yes, back when they did the plans in 09 surveys were done. We have blueprints, the total cost then was around 7 million which included a

swimming pool, this is not feasible now with what we have raised in funds. Chris Stevens: Asked about checking into Skowhegans Center, how it's maintained, if it is self-abstaining and what their costs are. Jeremy Weatherbee: Yes, its part tax payer funded and part self-sustaining. Back in 09 the committee went on several tours of different facilities across the State to get that type of information. Dede Trask: Asked about a building that could be added to, start with a basketball court. Ruth Birtz: If I could interject, that building was designed to do just that. It was designed in phases so you would not have to buy the whole thing all at once. Ruth Birtz: The issues we have is there is no public water or sewer currently running to the lot. Dede Trask: Use the money we have now to do those things, get water and sewer done, get started then do more fundraising. Curt Ring: I think the direction you are hearing from all of us is to move forward with water and sewer. The kids in Town need to have a place to go. Feels once there is commitment from the Council and things being done it will bring donations in. Would also like to see a partnership with other communities. Dede Trask: Asked about grants. Jeremy Weatherbee: Something he will continue, now without the groundwork done or water and sewer grants are hard to apply for. Curt Ring: Would like to see something ASAP on what the cost of water and sewer would be.

22. **Discussion:** Volunteer Youth Councilor

Requested by Jeff Gifford and will discuss next meeting.

23. **Future Agenda Items**

24. **Adjourn**

**Suggested Motion:** Move to adjourn meeting 8:25pm

Motion made by Samuel Clay seconded by Curt Ring

Vote 5-0

# SPECIAL TOWN COUNCIL MEETING
# MINUTES
# AUGUST 24, 2015
# 7:00 PM

Present: Steve Clay, Curt Ring, Samuel Clay, Chris Stevens, Jeff Gifford and David Whalen.
Staff Present: Town Manager Ronald Weatherbee and Melissa Quintela.
Absent: Dede Trask.

1. **Call to Order:** 7:00pm by Chairman Steve Clay

2. **Open Forum:** *This is the portion of the agenda where the public can speak to any items on the agenda that do not have a public hearing. Please stand and state your name before stating the nature of your business. The Council Chair may set a time limit per agenda topic depending on the number of residents in attendance who wish to speak.*

   Dorance Clay: In support of Whitney's taking over Ballard Hill. Sheldon Hannington: In support of Whitney's taking over Ballard Hill and concerns with any safety issues and the Town being held reliable. Ronald Weatherbee: Discussed ATV access. CES report for the court house is in. Procurement amounts have not been changed since the 90's. DOL violations should be complete on time. Recycling is going well, do not have numbers to report but very busy at the Transfer Station. 121 Lee Road and a residence in South Lincoln are safety concerns and going to seek bids to clean them up. Jim Whitney: Discussed Ballard Hill and 25 foot perimeter. Jon Whitney: Ballard Hill entrance and talked of later building a garage and knows there are going to be items to fix but not really concerned with any health issues. Samuel Clay: Ask about Town liability. Jeff Gifford: Concerns with garage and space.

3. **Appointments to the Appeals Board – 3 Year Terms** (0101)

   **Suggested Motion:** Move to appoint Fred Leisentritt, Diana Johnston, Jerry Davis, Brian Stormann and Peter Phinney to the Appeals Board for three year terms.

   Motion made by Jeff Gifford seconded by David Whalen.

   Vote 6-0

4. **Approve the Transfer of the Ballard Hill Building to the Golden Key Senior Center** (0100/0601)

   **Suggested Motion:** Move to allow the transfer of the Ballard Hill building to the Golden Key Senior Center. *see attached

   Motion made by Jeff Gifford seconded by Curt Ring

   Vote 6-0

5. **Future Agenda Items**
   None

6. **Adjourn**

**Suggested Motion:** Move to adjourn meeting 7:12pm

Motion made by Samuel Clay seconded by Jeff Gifford

Vote 6-0

# MONTHLY REPORT

**DATE:** September 3, 2015
**TO:** Ronald Weatherbee, Town Manager
**FROM:** Amanda R. Woodard, Town Clerk
**RE:** August Monthly Report

*Life is not a problem to be solved, but a reality to be experienced.*

## ACTIVITIES:

Nomination Papers became available this month and will be due back September 18th at 5:00pm. Two positions for Town Council and School Board are up along with three for the Sanitary Board.

Diana Hill, when time allows, has been going through the Election process, filing dates and preparations that all lead up the Election in November.

Tracie York continued work on 30 days notices and will be filling liens in September. Tracie also assisted a newly elected tax collector from a neighboring town. She visited our office one afternoon to learn about excise tax, and she was grateful of the help.

## TRAINING:

None to report.

**FY2016 Paid Customer Transactions**

| Document Type | July 16 | Aug 16 |
|---|---|---|
| Paid Trash Passes | 51 | 38 |
| Complementary Trash Passes | 48 | 42 |
| Fridge Disposal | 7 | 7 |
| Tire Disposal | 1 | 1 |
| Notary / Dedimus / Copy / Fax | 30 | 31 |
| Library Fees Reconciliation | 3 | 5 |
| Police Fines & Fees Reconciliation | 3 | 2 |
| Concealed Weapons Reconciliation | 7 | 4 |
| Demo / Shingle Permits | 10 | 35 |
| ATV / Snow sled Registrations | 187 | 63 |
| Boats | 96 | 23 |
| Hunting/Fishing | 44 | 21 |
| Certified Birth | 28 | 37 |
| Marriage Intentions | 6 | 3 |
| Certified Marriage | 15 | 6 |
| Death Certificate | 30 | 27 |
| Burial Transit / Disposition | 14 | 15 |
| Cemetery Lot Sales | 1 | 2 |
| Grave Openings | 3 | 3 |
| Real Estate Taxes | 226 | 408 |
| Lien Payment | 28 | 49 |
| Personal Property Taxes | 6 | 16 |
| Motor Vehicles | 686 | 511 |
| Dogs | 10 | 4 |
| Total | 1420 | 1353 |

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# M O N T H L Y  R E P O R T

**DATE:** September 4, 2015

**TO:** Ronald Weatherbee, Town Manager

**FROM:** Melissa Quintela, Treasurer

**RE:** August 2015

**PROJECTS:**

Many hours were spent this month reviewing and compiling the detailed spreadsheets for Cobb and MacGregor Trust Funds activity and reserve/capital project/trust fund accounts activity from Bangor Savings Bank. Ann and I compiled the employee accrual report reflecting the value of the total liability for the compensated benefits of full time employees at the end of the fiscal year. We reviewed and verified the TIF budget and expenditures. Mindy Cyr of Maine Audit Services completed our annual audit on August 11, 2015.

With the sale of Ballard Hill Community Center to Golden Key Senior Center, our storage in the basement of Ballard Hill needed to be addressed. Town Clerk, Amanda Woodard and I spent the better part of a day clearing out old files from the 90's and early 2000. We will organize the remaining records so that if we need to move them from the basement storage it will be a much easier task. The Town Manager also decided to sell some of the furniture items stored in the basement. These items have been posted on the Town's facebook page and website.

**GENERAL ASSISTANCE:**

This month has been busy with appointments for rent and electric request. Ann has been taking appointments when I am unable to and done very well with this. I helped her with the decision process but she has a good understanding of the General Assistance program.

We are heading into our busy season with cold weather on its way. I am preparing to send out letters requesting donations for our Heating Fuel Fund. This fund is set up to help when families are in need and may not qualify for other assistance. The fund is extremely low this year at just $2,665.74.

**TRAINING:**

None this month.

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# MONTHLY REPORT

**DATE:** September 8, 2015

**TO:** Ronald Weatherbee, Town Manager

**FROM:** Ruth E. Birtz, Tax Assessor

**RE:** Monthly Report for August

**Assessing Activities:**

Work continued toward commitment. With the amount of Economic Development activity taking place, it becomes harder and harder to find time to complete my Assessing functions. I will be working overtime for the next couple of weeks to insure tax bills are mailed out by the end of September.

**Events:** ***by Melanie Rhodes***

So summer's winding down and I don't want it to end!

That being said it was difficult to begin planning for Halloween. Once the ball got rolling, it did become much easier. I'm excited to say that in addition to the children's Halloween party, I am in the process of planning a haunted trail walk on the walking trails. The dates will be three Saturdays in October. The Haunted Walk Saturdays will be the 10th, 17th and 24th from 6-9pm. I am currently in the process of planning out the entry and the length of the walk and the many surprises that await our patrons. The admission for the walk will be $3.00 for children 12 and under and $5.00 for 13 and up. The youth group, 180 Youth and Steve Clay will help out with the props and decorations and make-up. I will begin asking others to volunteer.

I have also begun preparations for the children's party at the library. I have written a purchase order for the candy and will be meeting with Linda Morrill soon to discuss further planning. The children's party will be on Friday, October 30 at the library from 4-6pm.

In homecoming news I have been flirting with some ideas to get an Aerosmith or Kiss tribute band prior to the fireworks. I have also looked into a bluegrass folk band to play that Saturday afternoon as well. More research is being done to sell beer and wine on Lincoln St. during the concerts and fireworks.

I also have been in touch with a women's water skiing team to perform one day during the festival.

**Economic Development Activities**:

The estimate to bring the Court House up to current code and green standards has been received. If the Town were to complete all recommended modifications, the estimated cost

would be $1.2 million dollars, plus the purchase price. That would bring the total purchase price to $1.6 million with the purchase of the building. The total square footage in the building would be nearly 12,000 square feet. This would certainly meet the current and future needs for the Town. The report has been forwarded to the Town Council to decide whether to put the proposal to a vote in November.

I have still not received the report on the wetlands study at the airport. Once again I have been assured we should receive it shortly.

I drafted a Dam Ordinance for the continued maintenance and monitoring of the Upper Cold Stream Pond Dam. The draft was forward to Eaton Peabody for review. This was a learning curve for me, it turns out this is not a new concept. The final draft includes necessary wording and State statute requirements dating back to when Maine was a part of Massachusetts. We will need to work with Inland Fisheries and Wildlife to determine maximum and minimum water levels for the pond. Once this is done we have a guide for the new Dam Steward to go by. Work will begin on Dam repairs the end of the month. The Easement has been signed so all legal documents are in place to begin work.

J. W. Sewall Company met with businesses that were found to have encroachments. The meeting went very well. The only items that will need to be removed from the right of way will be the police statue at Why Not Stop and a decommissioned utility pole outside of Mainely Rent to Own. Most signs and other items in the right of way will be allowed to stay once the business receives a permit from the Department of Transportation.

The Ballard Hill Community Center was transferred to James and John Whitney. The Whitney Brothers intend to use this as an office for their bus service and Golden Key Center.

New LED lights were ordered for the downtown Street lights. It is the hope of the Downtown development committee that this will alleviate the problems with inadequate lighting on Main Street. LED lights were also purchased for the Veterans memorial square. The Downtown Committee has chosen the style of the lamps. Other items the committee is working on is new designs for building facades and crosswalks. The new Town Logo will be unveiled next month and some promotional video on Lincoln should be available for review.

The Town Manager and I met with a liaison of Susan Collins, Governor LePage and a representative from the Federal Economic Development Administration. Lincoln is receiving a lot of attention for its proactive approach to Economic Development. The representatives said they would lend a helping hand to make sure we obtained the CDBG grant for developing water and sewer infrastructure.

**Passports:**

Passport activity is listed below.

| Passport Applications Processed | | | | | | | |
|---|---|---|---|---|---|---|---|
| MONTH | FY10 | FY11 | FY12 | FY13 | FY14 | FY15 | FY16 |
| July | 82 | 57 | 30 | 13 | 26 | 20 | 16 |
| August | 38 | 31 | 35 | 22 | 19 | 17 | 19 |
| September | 27 | 10 | 14 | 10 | 10 | 12 | |
| October | 22 | 18 | 15 | 7 | 15 | 18 | |
| November | 26 | 24 | 12 | 16 | 16 | 8 | |
| December | 32 | 20 | 15 | 8 | 14 | 15 | |
| January | 70 | 28 | 22 | 25 | 22 | 27 | |
| February | 61 | 35 | 21 | 22 | 22 | 13 | |
| March | 73 | 33 | 22 | 29 | 12 | 36 | |
| April | 42 | 42 | 15 | 25 | 20 | 16 | |
| May | 50 | 32 | 27 | 28 | 42 | 21 | |
| June | 49 | 23 | 38 | 13 | 35 | 12 | |
| **Totals** | **572** | **353** | **266** | **266** | **253** | **215** | **35** |

**Code Enforcement Activity:**
*By Bruce Arnold*

The Code Department and the Planning Board are in the process of reviewing the permitting process for new business applications. The intent is to streamline the process by consolidating various [existing] documents; and to provide a means of ensuring that the applicant is in compliance with all permit requirements.

On August 26th, the Appeals Board met to adjudicate a request for a larger [business] sign than Ordinance allowed in zone DR2; a request that was denied by the CEO. Ultimately, the Appeals Board found that the CEO acted properly in denying the request and proper notice was sent to the complainant.

My safety inspection of the Town Office, scheduled for August, will be performed in September along with inspection of the Public Works and Cold Storage Buildings. Street light repair forms were sent to Emera during the month of August, as was a request to remove a broken light from a pole near Prince Thomas Park. All departments continue to work on items contained within the Department of Labor report; September 30, 2015 is the deadline for our response to the DOL. I'm meeting with Mr. Robert Thomas of the Maine Municipal Association on September 3rd for a Leadership Survey meeting; this is an annual meeting where we review the safety efforts of the town for the previous 12 months.

Planning Board in August:

1. 08/12/15 - Furever Friends Doggy Daycare; Map 129; Lot 021; C4 zone. The applicant provided documentation requested by the Board at the July 21st meeting; Land Use Permit approved.
2. 08/12/15 - Town of Lincoln Airport, Fuel Facility; Map 134 lot 001; Industrial zone. Site Plan approved.
3. 08/12/15 - Varney Agency; Map 130; Lot 021; C3 zone. Fire Marshall e-mail on commercial inspections was received by the Board. A copy of Sole Proprietor/dba form and a copy of the Agreement between WB Properties LLC & Varney Agency were submitted to the Board.
4. 08/17/15 - White Point Estates Subdivision Plan; Map 057; Lot 002; Zones SD2, SD5 & RR2. Final Subdivision Plan approved.
5. 08/17/15 - Care Joy Flower Cottage; Map 136; Lot 055; Zone C2. Site Plan approved.
6. 08/17/15 - The Frugal Frog; Map 137; Lot 050; Zone C1. Site Plan approved.
7. 08/17/15 - Acres Away Real Estate; Map 136; Lot 146; Zone C2. Tabled, pending receipt of additional information.

Inspections of dead and dying trees within shoreland protection zones have kept pace with past months. The majority of these trees could damage, or in some cases destroy, the dwelling(s) on the property if they were left to fall on their own.

***ACTIVITIES: Code Enforcement Activity:***

***Permits***

| Description | # | August Revenue | #YTD | Revenue YTD | 2016 | Revenue 2015 |
|---|---|---|---|---|---|---|
| Total Building | 9 | $570.00 | 28 | $1,740.00 | 85 | $5,107.00 |
| Total Electrical | 3 | $140.00 | 6 | $280.00 | 26 | $1,140.00 |
| Plumbing | 2 | $535.00 | 9 | $1,315.00 | 50 | $7,500.00 |
| Home Occupation | 0 | $0.00 | 0 | $0.00 | 2 | $80.00 |
| Sign | 2 | $40.00 | 4 | $80.00 | 2 | $20.00 |
| Site Plan review / formally business | 2 | $120.00 | 4 | $160.00 | 6 | $440.00 |
| Street Opening | 0 | $0.00 | 0 | $0.00 | 4 | $200.00 |
| Wood Boiler | 0 | $0.00 | 0 | $0.00 | 0 | $0.00 |
| Subdivision | 0 | $0.00 | 1 | $250.00 | 0 | $20.00 |
| *Totals* | 18 | $1,405.00 | 52 | $3,825.00 | 175 | $30,211.00 |

**Revenues are based on fiscal year*

## Budget Overview & Training:

No other training to report. I have no issues with the Assessing, Code, and TIF budgets.

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# MONTHLY REPORT

**DATE:** September 1, 2015

**TO:** Ronald Weatherbee, Town Manager

**FROM:** Daniel A. Summers, Public Safety Director

**RE:** Public Safety *(Fire/Police/EMS)* Report for August, 2015

## ACTIVITIES:

On August 7, 2015 Lincoln Public Safety took part in the Summit Project Parade that honored fallen Maine veterans. The parade started at the town office by way of Main Street to West Broadway and ending in the parking lot of Machias Savings Bank. The event was well attended.

On August 22, 2015 Lincoln Public Safety took part in Family Fun Day held at Machias Savings Bank. Children were able to tour the smoke house provided by the fire department as well as many other activities such as being fingerprinted by an officer of the police department; these prints going home to their respective families, and the bounce house.

| EMS/Ambulance Calls | | |
|---|---|---|
| Month | FY16 | Billed Revenue |
| Jul | 83 | $6,225 |
| Aug | 81 | $6,075 |
| Sept | | |
| Oct | | |
| Nov | | |
| Dec | | |
| Jan | | |
| Feb | | |
| Mar | | |
| Apr | | |
| May | | |
| Jun | | |
| Totals | | |

## TRAINING:

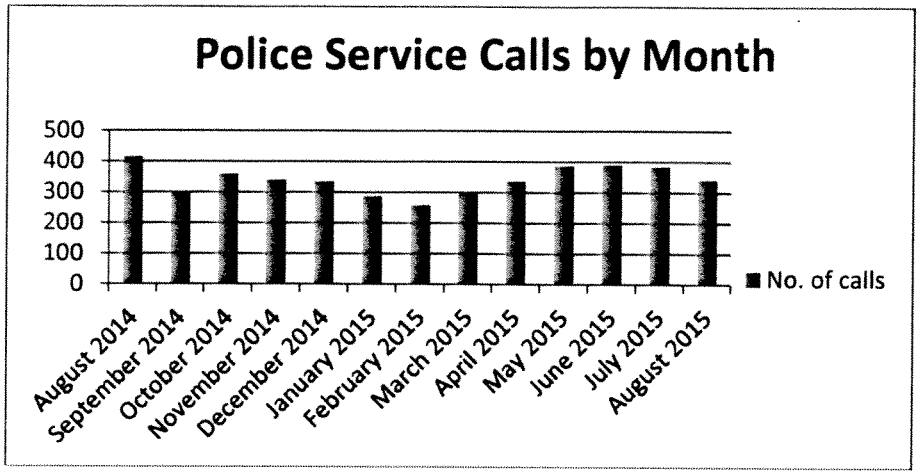
On August 19, 2015 the fire department assisted the transfer station in burning the debris pile. This was a perfect opportunity for firefighters to get the following training out of the way; Fire Behavior, Fire Extinguishment, Water Shuttle, Pumps, Hose Lays, Nozzles, Communications, National Incident Management System (NIMS), Safety, Personal Protective Equipment (PPE), Rehab, Hand Tools, Self Contained Breathing Apparatus (SCBA in the smoky areas).

During the week of August 17, 2015 Lincoln Police met with members of the VA Clinic and Togus Police to discuss an upcoming combined Active Threat training exercise to take place at the VA Clinic on September 15, 2015.

## BUDGET/OVERTIME:

17% of the overall police department budget and 18% of the police department's overtime line has been expended so far this fiscal year. Overtime for the month of August was **$5,935**. OT was expended for shift coverage that included vacations **($2,810.33),** open shifts **($2,443.78),** details **($30.69),** workovers **($178.08),** meetings/trainings **($238.00),** call-ins **($120.83),** and court time **($112.92).**

16% of the overall fire department budget and 18% of the fire department's overtime line has been expended so far this fiscal year. Overtime for the month of August was **$5,923.** OT was expended for shift coverage that includes PTO (**$47.45**), vacations (**$2,592.18**), fire calls (**$895.45**), training (**$688.64**), and contracted OT (**$1,699.40**).




| Police Dept. Summary | | |
|---|---|---|
| Month | # of Calls | |
| | FY2015 | FY2016 |
| Jul | 403 | 384 |
| Aug | 416 | 341 |
| Sept | 300 | |
| Oct | 359 | |
| Nov | 339 | |
| Dec | 334 | |
| Jan | 287 | |
| Feb | 258 | |
| Mar | 296 | |
| Apr | 336 | |
| May | 386 | |
| Jun | 389 | |
| Total | 4,103 | |

## VEHICLES & EQUIPMENT:

A leak has developed in the water tank on Engine #4 and would be classified as considerable. The crack was discovered on Tuesday, August 4th. The crack is crescent shaped and is approximately 10 inches long. It is located above a cross member of the frame behind the rear driver axle on the driver's side on the bottom of the tank. The tank has cracked before and was plastic welded. The tank will have to be drained and lifted out by a boom truck. Ramsay's Welding has the equipment to lift the tank off the body. United Plastic Fabricators (UPF) has welded repairs to the tank in the past. The tank did come with a lifetime warranty; however, UPF is saying that due to structural deterioration of the tank frame on the truck itself the tank repair would not be covered under warranty this time. We are researching how much this is going to cost. Engine #4 will still be able to respond to fire calls but in a limited role.

## PUBLIC SAFETY BUILDING:

There are some minor issues to be taken care of with the public safety building. The rear exit (North side of the building) steel stairway will need to be securely fastened to the cement steps. Over time the cement steps have sunk into the ground causing about 2 inches of separation between the base of the metal stairs and the top of the cement stairs. I believe this can be remedied by fastening pressure treated board to the base of the metal stairs so that it rests firmly on the cement top.

The Department handled 341 incidents for the month of August 2015.

| | | | |
|---|---|---|---|
| Admin Delivery Complaints | 2 | Noise Problem Complaints | 1 |
| Agency Assist Complaints | 23 | Overtime Detail Complaints | 1 |
| Alarm Complaints | 16 | Person Wanted Out Complaints | 2 |
| Ambulance/ Medical Assist Complaints | 11 | Police Information Complaints | 30 |
| Animal Problem Complaints | 32 | Property Check Complaints | 16 |
| Assault Complaints | 4 | Property Damage, Non-vandalism Complaints | 2 |
| Bail Search Complaints | 1 | Property Watch Complaints | 2 |
| Burglary Complaints | 5 | Public Service Complaints | 1 |
| Citizen Assist Complaints | 9 | Sex Off, Non Forc Statutory Rape Complaints | 1 |
| Civil Matter Complaints | 10 | Suicide Attempt Complaints | 1 |
| Communications Offense Complaints | 1 | Suicide Threat Complaints | 1 |
| Court Service Complaints | 3 | Suspicious Person/Circumstance Complaints | 20 |
| Criminal Mischief Complaints | 5 | Theft Complaints | 5 |
| Custodial Interference Complaints | 1 | Threatening Complaints | 3 |
| Dead Body Complaints | 2 | Traffic Accident, Pers Injury Complaints | 2 |
| Designated Patrol Complaints | 4 | Traffic Accident, Prop Damage Complaints | 12 |
| Disorderly Conduct Complaints | 6 | Traffic Hazzard Complaints | 2 |
| Erratic Vehicle Operation Complaints | 15 | Traffic Offense Complaints | 3 |
| Family Fight Complaints | 9 | Trespassing Complaints | 4 |
| Fireworks Complaints | 1 | Unsecure Premises Complaints | 1 |
| Fraud Complaints | 3 | Utility Problem Complaints | 1 |
| Harassment Complaints | 9 | Vehicle Serial # Inspection Complaints | 1 |
| Juvenile Problem Complaints | 3 | Violation of P.O. Complaints | 1 |
| Juvenile Runaway Complaints | 1 | Warrant Arrest Complaints | 2 |
| Lost or Found Property Complaints | 5 | Weapon Problem Complaints | 2 |
| Motor Assist Complaints | 5 | Welfare Check Complaints | 32 |
| Motorcycle/Recreation Veh Prob Cmplts | 6 | | |

| | | | |
|---|---|---|---|
| Cases cleared by Adult Arrest | 3 | Traffic Stops | 58 |
| Cases Cleared by Juvenile Summonses | 6 | Traffic Citations Issued | 5 |
| Criminal Summonses | 9 | Traffic Written Warnings Issued | 1 |
| Court Papers Served | 6 | Traffic Verbal Warnings Issued | 44 |

| Fire Department Emergency Responses / Service Calls | | | | | | |
|---|---|---|---|---|---|---|
| **Type of Calls** | **07/ 15** | **08/ 15** | **09/ 15** | **10/ 15** | **11/ 15** | **12/ 15** |
| Fire Alarm | 3 | 1 | | | | |
| Lift Assist | 1 | | | | | |
| Vehicle Fire | 1 | 1 | | | | |
| Utility Problem | 1 | | | | | |
| Illegal Burning | 3 | 2 | | | | |
| Elevator Rescue | 1 | | | | | |
| M/V Crash | 2 | 3 | | | | |
| Agency Assist | 1 | | | | | |
| Fire Service | 5 | 4 | | | | |
| Public Education | 2 | | | | | |
| Smoke Invest. | 2 | 4 | | | | |
| Mutual Aid | 2 | 2 | | | | |
| Building Fires | 1 | 1 | | | | |
| EMS Assist | 1 | 4 | | | | |
| Hazmat | 1 | | | | | |
| Gas Leak | 1 | | | | | |
| Road Hazard | 1 | | | | | |
| Good Intent | | 1 | | | | |
| Boat Accident | | 1 | | | | |
| CO Alarm | | 1 | | | | |
| Inspections | | 1 | | | | |
| Grass Fire | | 1 | | | | |
| Tree Down | | 5 | | | | |
| Electrical fire | | 1 | | | | |
| **Total** | **29** | **33** | | | | |

# MONTHLY REPORT

**DATE:** September 9, 2015

**TO:** Ronald Weatherbee, Town Manager

**FROM:** David A. Lloyd, Public Works Director

**RE:** August 2015

**ACTIVITIES:**

This month we have completed about 95% of the work on JR Drive that we needed to do before reclaiming this roadway. We assisted the Lincoln Sanitary District in lowering the sewer basins as well as ditched and removed portions of the shoulder that was preventing water from entering the ditch. I also notified the Maine DOT regarding the storm drain at the intersection of the Enfield Road that will need to be raised about 4.5 inches for it to be a smooth transition. We have not heard back from MDOT regarding a time frame.

We have received two quotes form paving companies this year for our local roads. Wellman Paving is the lowest price per ton and will be assigned the project. I have not received a date as to when they can start reclaiming JR Drive but they have reviewed the three roads and we are now trying to set a schedule. I discussed my vacation schedule and explained all paving will be completed prior to that time frame. I work closely with the paving contractor and am onsite during the entire time to ensure quality and quantity on each road.

We are currently accepting application and scheduling interviews for the PW crew. My plan is to interview the first week of September and have a recommendation to the Town Manager by Sept 4th. Town Clerk Amanda Woodard will be assisting me in the interview process.

The new plow truck has arrived and will be outfitted for service in the next few weeks. Items such as back up lights, front mounted strobe light, tire chain storage are a few of the items that we have to do before placing the unit into service. We will also be testing the sander and to how the unit

**Lincoln Regional Airport:**

The recent Water test from the Department of Health and Human Services shows that we have an elevated level of coliform in the water system at the campground at the airport. I have asked Jeff Day from the Lincoln Water District to assist me in shocking the system so we can retest to see if we can get this level down to acceptable levels. The Campground has been closed until further notice.

This month we have also installed the underground electrical and the 10,000 gallon fuel tank at LRG. With limited crew available the project took about six day to complete including pouring the concrete slab. The pump that was sent with the unit was returned because it only displayed gallons and not total sale price, so we are currently waiting for a new dispensing unit. Emera Maine and Fairpoint have been scheduled to connect the electrical and internet service for the new fuel system. Once these services have been installed Gaftex will be setting up the credit card system before we start advertising fuel sales.

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# MONTHLY REPORT

**DATE:** August, 29th 2015

**TO:** Ronald Weatherbee, Town Manager

**FROM:** Thomas Vachon, Transfer Station Director

**RE:** August, 2015

## ACTIVITIES:

I would like to thank the Fire Department for assisting us burn the brush pile. The pile was very large and it was cost effective to burn it separately form the demo wood. I estimate we saved about a truckload of ash from being mixed in with the demo ash. We will be adding this ash to the compost pile which will improve the quality of the compost. I also spoke with the forestry service about setting up a brush burn area to keep up with the brush more regularly. They thought it was a good idea and the ash in the compost was an excellent way of maintaining the area.

## PERSONNEL:

Roger and Eugene are doing an excellent job keep up with the recycling. The increase in cardboard is the most obvious, cranking out about a bale every day compared to 2 a week before July 1. We are also handling a fair amount of plastic. In the past we would make a # 2 bale about every other month. Now it seems to be about 3 weeks and we are also making a bale of mixed plastic at the same rate. Paper seems to be about the same for now. I am hoping to increase awareness about the importance of participation, as that is key to having a successful program and reducing costs.

## PROJECTS:

We are excited to be working on the cistern room. We hope to have a water supply established by the end of September. We are looking forward to having some work shop space to make some more signs. We also hope to have the second replacement trailer by the end of the month. To add some storage space we are planning on graveling in a landing next to the burn pit area. We will then install the used trailers and hopefully move the 2 shipping containers to that area also.

| **August Collection Recycle Materials** | |
|---|---|
| Product | Volume |
| Cardboard | 19,000 lbs. |
| Newsprint | 8,800 lbs. |
| #2 Plastic | 4,200 lbs. |
| Mixed plastic | 4,900 lbs. |
| Glass | 100 lbs. |
| Waste Oil | 100 Gals |

# Maintenance Report

*This report summarizes the equipment maintenance activity and daily inspections*

| | |
|---|---|
| 1997 John Deer Backhoe | 32 Hours this month |
| Ryder Truck | Starting: 29,866 Ending: 31353<br>Miles: 1,487 Fuel: 322.371 Gal<br>DEF: 6.670 |
| Trips to PERC | Roger G: 12 |
| 2003 John Deere Skid Steer | 16 Hours this month |
| 2015 Steco TS-01 | Tail lights cleaned, doors greased weekly |
| 2004 Steco TS-02 | Tail lights cleaned, doors greased weekly |
| Recycling Baler (Cardboard) | Regular Maintenance (Logged at TS) |
| Recycling Baler (Newsprint & Plastics) | Regular Maintenance (Logged at TS) |
| Trash Compactor | Regular Maintenance (Logged at TS |

# Materials Shipped

| Materials | MTD | FYTD | Comments |
|---|---|---|---|
| Cardboard | 45 Bales | 45 Bales | 1000lbs. per bale |
| Newsprint | 29 Bales | 29 Bales | 1700lbs. per bale |
| Plastic | Bales | Bales | 300lbs. per bale |
| Light Iron & Tin | 1 Load | 1 Loads | Tons vary per load |
| Glass | | | 20 tons per load |
| Ash | Loads | Loads | 12-15 tons load |
| Shingles | Load | Loads | 20 tons per load |
| Sheetrock | Load | Loads | 20 tons per load |
| Waste Oil | 300 | 300 | Gallons shipped |
| E-Waste | 220 | 220 | #of items shipped |
| Equipment Tires | | | Lbs of items shipped |
| Freon Removal | | | # of units |
| Fluorescent Bulbs Mixed | | | # Veolia for recycling |
| 4ft Bulbs | 101 | 215 | # Veolia for recycling |
| 8ft Bulbs | | | # Veolia for recycling |

# Penobscot Energy Recovery Company (PERC) Trash Tonnages

## Fiscal Year 2015

| Month | Tons | Tipping | Cost |
|---|---|---|---|
| July | 286.65 | $77.00 | $22,072.05 |
| Aug | 312.51 | $77.00 | $24,063.27 |
| Sept | 304.73 | $77.00 | $23,464.21 |
| Oct | 301.73 | $77.00 | $23,194.71 |
| Nov | 263.60 | $77.00 | $20,297.20 |
| Dec | 325.10 | $77.00 | $25,032.70 |
| Jan | 214.30 | $78.25 | $16,768.97 |
| Feb | 204.16 | $78.205 | $15,975.52 |
| Mar | 256.07 | $78.25 | $20,037.47 |
| Apr | 311.46 | $78.25 | $24,371.74 |
| May | 292.63 | $78.25 | $22,898.29 |
| June | 311.93 | $78.25 | $24,408.52 |
| Total | 3,384.37 | | $262,584.65 |

## Fiscal Year 2016

| Month | Tons | Tipping | Cost |
|---|---|---|---|
| July | 279.13 | $ 79.00 | $ 22,051.27 |
| Aug | 299.13 | $ 79.00 | $ 23,631.27 |
| Sept | | | |
| Oct | | | |
| Nov | | | |
| Dec | | | |
| Jan | | | |
| Feb | | | |
| Mar | | | |
| Apr | | | |
| May | | | |
| June | | | |
| | 578.26 | | $ 45,682.54 |

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# MONTHLY REPORT

**DATE:** September 9, 2015

**TO:** Lincoln Town Council

**FROM:** Jeremy Weatherbee, Cemetery, Parks and Recreation Director

**RE:** August 2015

**ACTIVITIES:**

The fall Recreation Activities revved up this month. For the youngsters, we offer K-2 Flag Football, Grade 2-4 Tackle Football, Grade 5-6 Football, K-2 Soccer, Grade 3-4 Soccer, and a Travel Soccer Team for grades 3-6. There are 107 kids participating in these Fall programs!

Fall Activities for adults are set to start soon! Bootcamp, an awesome exercise class taught by Suzanne Smith, gets underway early in September. A new addition to the Fall lineup is the Fall Foliage Kayaking Trip. It will be held on October 3rd and is open only to the first 14 registrants. The kayakers, guided by Stephanie Dubay, will make the 13 mile journey down the Penobscot River from Mattawamkeag to the Airport Campground, all the while taking in the beautiful foliage our area has to offer.

Preliminary work is being done regarding water and sewer lines being run to the Recreation Center Lot. Jeff Day has been working closely with me over the past couple of weeks in an effort to get cost estimates to make water and sewer at the lot a reality. The Recreation Committee and Economic Development Committee have been hard at work brainstorming fundraisers for the Recreation Center, too. The plan is to have our first fundraiser in November; stay tuned for details!

The cemetery crew has been extremely busy with general mowing, park maintenance, burials, and the Community Walking and Fitness Trail. The crew received a tremendous compliment last week when an 83 year old gentleman from Augusta was in Lincoln doing some

genealogy work. I took him over to the cemetery to show him where his family member was buried. He takes pictures of each family member's stone, marks the coordinates with GIS software, and takes several notes. As he was getting ready to take the picture of the stone he said "I've traveled all over the state this summer to different cemeteries, and this one is the most well maintained of any I have been in". Thanks to our cemetery crew for all of their hard work!

**BUDGET:**

At this point in time, the Department's budget is within its normal expenditures.

**PERSONNEL:**

Below are Ted's hours during August 2015 compared to August 2014:

| | **Cemetery (2015/14)** | **Town Office (2015/14)** | **Library (2015/14)** | **Total (2015/14)** |
|---|---|---|---|---|
| ***Scheduled*** | ***25*** | ***6*** | ***9*** | ***40*** |
| 08/09 | 29.5/30.0 | 3.0/3.0 | 9.5/8.0 | 42.0/41.0 |
| 08/16 | 35.5/35.0 | 4.5/3.0 | 5.5/7.5 | 45.5/45.5 |
| 08/23 | 31.5/31.5 | 3.0/3.5 | 7.5/8.0 | 42.0/43.0 |
| 08/30 | 27.0/45.0 | 4.5/3.0 | 8.5/3.5 | 40.0/51.5 |

# MONTHLY REPORT

**DATE: SEPTEMBER 6, 2015**

**TO:** Ron Weatherbee, Town Manager

**FROM:** Linda Morrill, Library Director

**RE:** August 2015

**Librarian Notes:** August has been a month of change. Mary Jo Hammond, former Children's Librarian and Dulcey Regoli, Library Clerk resigned this month for other opportunities. The Library Lift was locked down by Maine Accessibility on August 17th after they completed an assessment of the lift. In addition to having the rails thinning and with dents caused by the brake shoes, they discovered the lift has two cables that need to be replaced. The cables that need to be replaced are the electrical and the travel cable. Parts have been ordered to replace the cables and the brake shoes. It is their recommendation that the lift be replaced.

**LIBRARY STATISTICS:**

| Circulation | August 2014 | August 2015 | 2016 YTD |
|---|---|---|---|
| Days Open | 22 | 23 | 47 |
| Wi-Fi Use | 402 | 714 | 1529 |
| Adult Computer Use PAC's | 798 | 979 | 2085 |
| E-books borrowed | 629 | 878 | 1790 |
| Items Borrowed | 7701 | 6749 | 13897 |
| **Interlibrary Loan** | | | |
| Borrowed | 152 | 248 | 505 |
| Loaned | 7 | 6 | 9 |
| **Total** | **7860** | **9574** | **19815** |

| New Patrons | August 2014 | August 2015 | 2016 YTD |
|---|---|---|---|
| Resident | 15 | 18 | 39 |
| Non-Resident | 5 | 10 | 23 |
| **Total** | **20** | **28** | **62** |

| Adult Programs August 2015 | Attendance/Participants |
|---|---|
| Computer Assistance/Instruction | 42 |
| Genealogy Class | 1 |
| Outreach (various organizations) | 4 |
| Summer Reading Program | 121 |
| **Total** | **168** |

| Library hours on Saturday's (2nd & 4th) 8 a.m. to noon | Patron Use 2nd Saturday | Patron Use 4th Saturday | Computer Use 2nd Sat. | Computer Use 4th Sat. | FY 2016 Total |
|---|---|---|---|---|---|
| July 2015 | 23 | 34 | 30 | 25 | 112 |
| August 2015 | 55 | 35 | 16 | 13 | 119 |

***Computer use includes Wi-Fi users inside the library as well as public access computers. Patron use is based on people who came in to check out material not computers.**

| Children's Programs August 2015 | Attendance/Participants |
|---|---|
| Baby Heroes | 63 |
| Little Super Heroes | 45 |
| Heroes Summer Reading | 40 |
| Friday Afternoon Movie | 12 |
| **Total** | **160** |

| Library Revenues FY 2016 | Fees | Donations to 1126 Reserve Account | Memorial Donations Reserve Account 3131 | Book Sale 1st Saturday of each month |
|---|---|---|---|---|
| JULY | $597.00 | $312.68 | | |
| AUGUST | $409.25 | $171.24 | | $49.55 |
| **FY 2016 totals** | **$1,006.25** | **$483.92** | | **$49.55** |

| Acquisitions | August 2015 | FY 2016 Totals |
|---|---|---|
| Books Purchased | 51 | 212 |
| Books Donated | 302 | 568 |
| Donated books used | 168 | 293 |
| DVD's Donated | 26 | 38 |
| Magazines Donated | 68 | 136 |
| Books on CD Donated | 1 | 1 |
| **Total** | **616** | **1248** |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| | |
|---|---|
| Council Meeting Date: September 14, 2015 | Todays Date:August 20,2015 |
| Department: Code Enforcement –Ruth Birtz | |
| Department #: 0106 | |

| |
|---|
| Request: Special acknowledgement for Robert Coons for 10 years of service on the Planning Board |
| |
| Reason for Request: |
| Robert resigned for health issues. |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| Action Needed From Council: |
| |

| | |
|---|---|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| Is So What Dates: no | |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| | |
|---|---|
| Council Meeting Date: September 14, 2015 | Today's Date: 9/2/15 |
| Department: Library | |
| Department #: 700 | |

**Request: I would like to have the Town Council present a Certificate of Appreciation to Mary Jo Hammond for her 15 years of service to the community and a Certificate of Appreciation to Dulcey Regoli for her 7 years of service to the community.**

Action Needed From Council: Employee acknowledgement Certificates of Appreciation

| | |
|---|---|
| Is This Item Budgeted: no | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| If So What Dates: | |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: September 14, 2015 | Today's Date: September 2, 2015 |
|---|---|
| Department: Various | |
| Department #: 0104 | |

**Request: Accept donations to various departments as outlined below:**

| | | |
|---|---|---|
| **David & Nancy Bean** | **Heating Assistance** | **$100.00** |

Action Needed From Council: Accept Donantions

| | | |
|---|---|---|
| Is This Item Budgeted: N/A | | |
| Was This A Bid Process: | N/A | Lowest Bid: N/A |
| Is Public Hearing Required: | N/A | |
| If So What Dates: | | |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: 9/14/15 | Today's Date: 8/25/15 |
|---|---|
| Department: Cemeteries, Parks and Recreation | |
| Department #: 794-6548 | |

**Request: Motion to accept $5118.00 from Herb and Ellie Bailey Trust. The money will purchase youth golf clubs, fund a tumbling class and partially fund the purchase of a concrete outdoor ping pong table for Prince Thomas Park.**

Action Needed From Council: Move to accept money from Bailey Grant.

| | |
|---|---|
| Is This Item Budgeted: NA | |
| Was This A Bid Process: NA | Lowest Bid: |
| Is Public Hearing Required: NA | |
| If So What Dates: | |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: September 14, 2015 | Today's Date: September 2, 2015 |
|---|---|
| Department: Public Safety Department | |
| Department #: 0302/0304 | |

**Request:**

1. Approval of Town Council to accept the donation of weight lifting equipment from Mike and Angela Babcock of Silver Ridge, Maine, to wit;

- Weilder Pro weight bench
- (5) weight lifting bars
- (8) 45 lbs. weights
- (8) 35 lbs. weights
- (12) 25 lbs. weights
- (39) 10 lbs., 5 lbs., 2 ½ lbs. weights
- (2) Kidney belts
- Associated cables and collars

Action Needed From Council: Approval to accept the donation.

| |
|---|
| Is This Item Budgeted: No |
| Was This A Bid Process: No Lowest Bid: N/A |
| Is Public Hearing Required: No |
| If So What Dates: N/A |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: September 14th 2015 | Today's Date: August 25, 2015 |
|---|---|
| Department: Transfer Station | |
| Department #: 0510 | |

Request: Accept Stephen Tabitha King Foundation grant for cold weather gear for transfer station employees in the amount of $ 1,600.00.

Action Needed From Council: Accept grant amount of 1,600.00

| | |
|---|---|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| If So What Dates: | |

**STEPHEN & TABITHA KING FOUNDATION**

August 5, 2015

Thomas Vachon
Town of Lincoln Transfer Station
3 Recycle Way
Lincoln, ME 04457

Dear Mr. Vachon,

Please find enclosed a check for $1600 for insulated gear for your workers. Depositing or cashing this check is an agreement to use the funds only as outlined in the application; these funds must be spent within one year or they must be returned to the foundation. We would appreciate an update on the project at a time you deem appropriate. You may publicize this award as long as you state that it was the result of a grant application, however publicity is not our preference. If you have any questions about this, please contact me.

Congratulations and continued success with your good work.

Sincerely,

Stephanie Leonard
Administrator

(207) 990-2910 voice P.O. Box 855 • Bangor, Maine 04402 (207) 990-2975 fax

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: 9-14-2015 | Today's Date: 9-9-2015 |
|---|---|
| Department: Clerk/Public Works | |
| Department #: 101/406 | |

**Request:**

Allow sale of the Down-easter sander for $215.00 to Maurice Hesseltine. This was put out for public bid; Mr. Hesseltine was the only bidder.

Action Needed From Council: Authorize Sale.

| | |
|---|---|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| If So What Dates: | |

Bid for Downeaster Sander

As is for $215 —

Thanks

Maurice Hesselfine

794-5960

# LINCOLN PUBLIC SAFETY

1 Adams Street Lincoln, Maine 04457 www.lincolnmaine.org

Business (207) 794-8455
Facsimile (207) 794-2609

Dispatch (207) 942-7911
EMERGENCY- 911


## Grant Narrative

**To:** Maine Forestry Service 2015 Volunteer Fire Assistance Program

**From:** Captain Kenneth Goslin, Lincoln Fire Department

**Date:** September 1, 2015

**Re:** **Request for grant funding for the purchase of wildland Nomex gear for Lincoln Fire Department**

By allowing our personnel to respond to wildland fire incidents without proper Personal Protective Equipment (PPE), we allow the possibility of overexertion and heat injuries such as dehydration and heat stroke.

These injuries and illnesses would deplete our operational personnel and hamper our efforts to control fires which threaten Maine's greatest natural resources.

While operating on wildland fires, it is important to keep firefighters cool. Most wildland fires occur in the heat of the summer, when the risk of heat injury is highest. Proper wildland firefighting gear consisting of wildland brush jacket, shirt, pants, helmets, gloves and goggles will keep the firefighters protected from the appropriate hazards and keep them cooler. This will allow firefighters to operate longer and more effectively. Structural turnout gear is cumbersome. This causes movement over rough terrain to be slowed and risks exhausting the firefighter. The reason the risk for these injuries is increased is due to the increased weight and properties of structural turnout gear. This gear is meant to protect firefighters from the extreme heat of structural fires sustained temperatures in excess of 400 degrees Fahrenheit. The materials which keep heat away from the firefighter's body also keep the natural heat in, causing increased body temperature.

Structural turnout gear is also far more expensive than wildland gear. The possibility of damage to the gear is a risk not only due to the cost of replacement, but also because we have no serviceable replacements for the firefighter while they wait for repairs or replacement.

Mitigation of these risks could easily be accomplished through the purchase and issuance of wildland gear to our personnel. We are currently looking to outfit 30 firefighters with the proper gear to respond to and fight wildland type fires.

Partial funding is sought from the Maine Department of Forestry, through a grant. We are currently anticipating a total need for approximately $16,000. The VFA Program will pay for up to $5,000 of this project if awarded.

# Quote

Industrial Protection Services, LLC
220 Ballardvale St., Wilmington, MA 01887
185 Spring St, Yarmouth, ME 04096

Date: 05/12/15

**Bill To:** **Chief Daniel Summers**
**Lincoln Fire Department**
**63 Main Street**
**Lincoln, Me 04457-1496**
**207-794-2610**
**N/A**

**Ship to:** **Chief Daniel Summers**
**Lincoln Fire Department**
63 Main Street
Lincoln
Me 04457
Same

| Salesperson | Shipping Method | Purchase Order No - Required Yes - No |
|---|---|---|
| Jon Marshall | UPS | Req |

| Qty | Item # | Description | Each Price | Line Total |
|---|---|---|---|---|
| 1 | FS1J001 | Fire Dex Standard Wildland Jacket | $ 156.00 | [redacted] |
| 0 | 0 | in 6oz Nomex-Yellow, Tan or Red | $ - | [redacted] |
| 1 | FS1P001 | Fire Dex Standard Wildland Pant | $ 170.00 | [redacted] |
| 0 | 0 | 7.5oz Nomex-Yellow, Tan, Red, Black or | $ - | [redacted] |
| 0 | 0 | Navy | $ - | [redacted] |
| 1 | 45007272 | 5.5oz Nomex IIIA Wildland Shirt-Yellow | $ 85.00 | [redacted] |
| 1 | 24587 | Yellow Bullard Wildfire Helmet | $ 49.00 | [redacted] |
| 1 | 23032 | ESS Fire Pro FS Goggle | $ 45.00 | [redacted] |
| 1 | 526 | Wells Lamont Palomino Cowhie Glove | $ 21.00 | [redacted] |
| 0 | 0 | w/ball and tape wrist closure | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |
| 0 | 0 | 0 | $ - | [redacted] |

Email: jmarshall@ipp-ips.com
Web: www.ipp-ips.com
Cell: 207-751-5945
Fax: 978-658-0257

Quoted Freight Charges $ -

**$ 526.00**

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| | |
|---|---|
| Council Meeting Date: September 14, 2015 | Todays Date:August 20,2015 |
| Department: Results of Court House Study –Ruth Birtz | |
| Department #: 0105 | |

| |
|---|
| Request: to see what action the Council wants to put acquisition of Court House for a Town Office for |
| A referendum vote in November. |
| Reason for Request: |
| The results of the CES study of the court house will be in, a decision on if we move forward with the |
| Acquisition of the Court House for a new Town Office. Referendum language and financing options to |
| Be voted on at the October council meeting. |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| Action Needed From Council: Authorize the Town Manager to put the Court House on the referendum |
| For November and have the wording and financing options to be on the November referendum for a vote at the October regular Council Meeting. |

| | |
|---|---|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| Is So What Dates: | |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: 9-14-2015 | Today's Date: 9-1-2015 |
|---|---|
| Department: Clerk | |
| Department #: 101 | |

**Request:**

To approve renewal Liquor License for Gillmor's Restaurant.

Action Needed From Council: Approve License

| | |
|---|---|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| If So What Dates: | |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: 9-14-2015 | Today's Date: 9-1-2015 |
|---|---|
| Department: Clerk | |
| Department #: 101 | |

**Request:**

To approve renewal Liquor License for Shooter's Bar and Billiards.

Action Needed From Council: Approve License

| | |
|---|---|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| If So What Dates: | |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: September 14,2015 | Today's Date: August 31, 2015 |
|---|---|
| Department: Finance | |
| Department #: 0104 | |

**Request:**
**Request to award property located at 8 Katahdin Ave. This property has gone out to bid prior and the winning bidder backed out. This bid is due to be opened September 3rd at 2:00 pm. The name and bid amount will be available at the council meeting.**

Action Needed From Council: If bid is approved a Quit Claim deed will be signed.

| | |
|---|---|
| Is This Item Budgeted: No | |
| Was This A Bid Process: Yes | Lowest Bid: Highest Bid will be used |
| Is Public Hearing Required: No | |
| If So What Dates: | |

**BID OPENING**
**8 Katahdin Ave**

Staff Present: Melissa Quintela, Treasurer; Amanda Woodard, Town Clerk.
Public Present: Dale A. Dill
September 3, 2015 2:00PM

Bids Received:

| **Bidder** | **Amount Bid** |
|---|---|
| James Cavanaugh | $6.280.00 |
| | |
| John Crooks | $6,250.00 |
| | |
| Dale A Dill | $6,317.00 |
| | |
| | |
| | |
| | |

Recommend awarding property to Dale A. Dill at the September 14, 2015 council meeting.

# Town of Lincoln
# Tax Information Sheet
# As of: 09/03/2015



**Account:** 4 **Name:** 8 KATAHDIN AVENUE REALTY TRUST, C/O BRIAN KOTHMAN

**Location:** 8 KATAHDIN AVENUE

**Map and Lot:** 136-027 **Sale Date:**

**Deed Reference:** B11274P295 01/28/2008 **Sale Price:**

| | | | |
|---|---|---|---|
| **Land:** | 8,700 | **Total Acres:** | 0.59 |
| **Building:** | 39,600 | **Tree Growth:** | Soft : 0 Mixed : 0 Hard : 0 |
| **Exempt** | 0 | **Farmland:** | |
| **Total:** | 48,300 | **Open Space:** | |
| | | **Zoning:** | 0 - Downtown Residential 2 |
| | | **SFLA:** | 0 |

| | Amount | Mill Rate |
|---|---|---|
| **Last Billed : 2015-1** | 1,081.92 | 22.400 |
| **Previous Billed : 2014-1** | 1,108.97 | 22.960 |

**Outstanding Taxes**

| Year | Per Diem | Principal | Interest | Costs | Total |
|---|---|---|---|---|---|
| 2015-1 | 0.2075 | 1,081.92 | 38.70 | 9.74 | 1,130.36 |
| 2014-1 | 0.2127 | 1,108.97 | 120.49 | 66.98 | 1,296.44 |
| 2013-1 | 0.1840 | 959.24 | 168.41 | 82.20 | 1,209.85 |
| 2012-1 | 0.1840 | 959.24 | 238.59 | 75.48 | 1,273.31 |
| 2011-1 | 0.1864 | 971.80 | 148.88 | 56.18 | 1,176.86 |
| | 0.9745 | 5,081.17 | 715.07 | 290.58 | 6,086.82 |

**2015-1 Period Due**

| | | | | |
|---|---|---|---|---|
| 12/15/2014 | 540.96 | 38.70 | 9.74 | 589.40 |
| 05/15/2015 | 540.96 | | | 540.96 |
| | | | | 1,130.36 |

Information Given By: _____

Title: _____ 09/03/2015

All calculations are as of: 09/03/2015

I, Dale Alan Dill, on behalf of my wife and I, hereby submit a bid of $6,317.00, for the purchase of the Town of Lincoln Tax Acquired Property, located at 8 Katahdin Avenue, Lincoln, Maine.

Our desire is to use the property as our home, and to raise our two children there. In the past, I have been active in the Lincoln business community and in community service in Lincoln. I look forward to being an active citizen in the community once again.

Sincerely,

Dale Alan Dill

Dale Alan Dill
204 Lee Road
Lincoln, Maine 04457
207-794-3127

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| | |
|---|---|
| Council Meeting Date: 07/14/2015 | Todays Date:08/28/2015 |
| Department: 0105 Assessing – Ruth Birtz | |
| Department #: 0105 | |

Request: To see what action the Town Council will take to abate taxes for Milton Stinson for FY 2014 in the amount of 61.99 due to the homestead being removed in error.

Reason for Request:

Memo attached

Action Needed From Council: To authorized abatement

| | |
|---|---|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| Is So What Dates: | |

# M E M O R A N D U M

**DATE:** August 28, 2015

**TO:** Ronald Weatherbee, Town Manager

**FROM:** Ruth E. Birtz, Tax Assessor

**RE:** Agenda abatement request

I am requesting the following abatements that were brought to my attention with the mailing of the 30day notices.

Milton Stinson has had a mobile home in Homestead trailer park for nearly 15 years. He sold it this year and has moved from town with no forwarding address. When 30 day notices were mailed, the new owner brought her copy of the notice into me to find out why they had received it. It was discovered that for some reason his homestead was deleted in error in 2013. I am asking the council to abate the following taxes.

| | | |
|---|---|---|
| #3205 | Milton Stinson | FY2013 $61.99 |
| | | |
| | | |

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: 9-14-2015 | Today's Date: 8-28-2015 |
|---|---|
| Department: Clerk | |
| Department #: 0101 | |

**Request:**

Show permit for a Gun Show at the KC Hall to be held by the Lincoln Lakes Region Chamber of Commerce. September 26 & 27, 2015 .The LLRCC will provide their own security for the event and the Public Safety Director has no concerns. Food will be sold at the event but by the KC members and they currently hold a valid victualers licenses.

Action Needed From Council: Approve Show Permit.

| | |
|---|---|
| Is This Item Budgeted: Not needed | |
| Was This A Bid Process: Not Needed | Lowest Bid: * |
| Is Public Hearing Required: Not Needed | |
| If So What Dates: Public Notice Required in Lincoln News 9-9-2015 | |

# Town of Lincoln

*Exhibitions, Performance & Shows Permit*

Date: 8-28-2015 Phone #: 207-794-8065

Name of Applicant: Lincoln Lakes Region Chamber Commerce Co-Sponsor:

If Incorporated, name of registered agent: _____

Registered Agent's Address: PO Box 760

Applicant's Address: _____

Email Address: _____

Property Owner/ Location: Knights of Columbus 1003 West Broadway

Type of Event: Exhibition [ ] Performance [ ] Show [X] Carnival / Circus

Please describe the event including the name of the group, performer, etc:

LLRCC Gun Show

Date and Time of Event: 9/26 & 9/27 Will Tickets be sold? (Y) or N

Number of People Expected to Attend: 500 ± Exotic Animals? Y or (N)

Are alcoholic beverages being served or allowed on the premises? Y or (N)
If the answer is yes, have you obtained state licensing for the same?

Will food or beverages be sold on the premises? If so, attach a copy of (Y) or N
appropriate state and local licenses. Food to be sold by K or C members.

Will minors be admitted to the event? (Y) or N

Are bathroom facilities available? (Y) or N

Will there be a security guard or local police officer on the premises? (Y) or N
If no, has the Lincoln Police Chief been contacted?

***When applying for the permit, you must attach proof of all State licensing and Insurance binder with coverage amounts.***

Signature of Applicant:

R0101 Application Fee: $ 25.00 Fee Collected: 25.00

R0111 Ad Fee: $25.00 / Date: 8/28/15 Clerk: AEW

***Building A Stronger Community Through Partnerships***

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| | |
|---|---|
| Council Meeting Date: September 14, 2015 | Todays Date:August 20,2015 |
| Department: Road Name acceptance –Ruth Birtz | |
| Department #: 0105 | |

| |
|---|
| Request: Accept the Road name House Farm Road for E-911 purposes |
| |
| Reason for Request: |
| This is requested because two residences are being constructed on this private road. This road name |
| Meets all of the 911 guidelines. A map of the location of the road is attached. |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| Action Needed From Council: To approve the road name of House Farm Road |
| |

| | |
|---|---|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| Is So What Dates: | |

544.8
M 069 L 001
32 House Farm Road
EDES RD
5
6
7
3
9
LEE RD
641
10
19
18
11

# Town of Lincoln

## Citizen Interest / Participation Form

Name: Shelley Wyman Date: _____

Mailing Address: 9 Clark St Lincoln, ME 04457

Physical Address: 9 Clark St. Lincoln, ME 04457

Telephone #: 7948441 Home 731-8040 Work

Profession: Receptionist/Secretary Guidance Lee Academ.

E-Mail Address: S_wyman@icloud.com

Education and/or experience that you would bring to this committee: planned & organized Expo multiple years to support/benefit local busines organized & hosted Fashion Shows for local School fund Raisers, Chair person for All Industry Night for Insurance Association of Greater Houlton.

Please check which committee you are applying to be a member of:
*(Check only one committee per application)*

| | |
|---|---|
| ____ Airport Advisory Committee | ____ Homecoming Committee |
| ____ Appeals Board | ____ Library Advisory Committee |
| ____ Budget Committee | ____ Lincoln Water District |
| ____ Cemetery Committee | ____ Planning Board |
| ____ Conservation Committee | X Recreation Committee |
| ____ Economic Development Committee | ____ Solid Waste/Recycle Committee |
| ____ Comprehensive Plan Committee | ____ Other_____ |

**All appointments are subject to review by the Appointments Committee and final confirmation of the Lincoln Town Council**

This application will be valid and on file at the Town Clerk's office for one year from the above date.

***Building A Stronger Community Through Partnerships***

# Town of Lincoln

## *Citizen Interest / Participation Form*

Name: Monica Vanadestine Date: 8/20/15

Mailing Address: 301 Crane Pond Dr. Lincoln, ME

Physical Address: 301 Crane Pond Dr Lincoln, ME

Telephone #: 794-3069 Home 794-7324 Work

Profession: Nurse

E-Mail Address: mocookson@yahoo.com

Education and/or experience that you would bring to this committee: I have a bachelor's degree in nursing. Throughout my 15 yrs in the healthcare environment I have grown to truly appreciate the body and want to assist others with being healthy. Physical activity is -

Please check which committee you are applying to be a member of:
*(Check only one committee per application)*

| | |
|---|---|
| ____ Airport Advisory Committee | ____ Homecoming Committee |
| ____ Appeals Board | ____ Library Advisory Committee |
| ____ Budget Committee | ____ Lincoln Water District |
| ____ Cemetery Committee | ____ Planning Board |
| ____ Conservation Committee | ✓ Recreation Committee |
| ____ Economic Development Committee | ____ Solid Waste/Recycle Committee |
| ____ Comprehensive Plan Committee | ____ Other_____ |

**All appointments are subject to review by the Appointments Committee and final confirmation of the Lincoln Town Council**

This application will be valid and on file at the Town Clerk's office for one year from the above date.

***Building A Stronger Community Through Partnerships***

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| Council Meeting Date: September 14, 2015 | Today's Date: 8/22/15 |
|---|---|
| Department: Library | |
| Department #: 700 | |

**Request: I would ask the council to approve the appointment of Mary Helen Scott to the Lincoln Memorial Library Advisory Committee bringing our committee to a total of six members.**

Action Needed From Council: Approval of Bonnie Gray to the Lincoln Memorial Library Advisory Committee for a term of three years.

| | |
|---|---|
| Is This Item Budgeted: no | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| If So What Dates: | |

# Town of Lincoln

## *Citizen Interest / Committee Participation Form*

**All appointments are subject to review by the Appointments Committee and final confirmation of the Lincoln Town Council.**
**Once appointed, an oath must be administered within the first seventeen days of appointment.**
**If an oath is not administered, the appointment will be void.**

Name: Mary Helen Scott Date: Aug 22, 2015

Mailing Address: P.O.B 831, Lincoln

Physical Address: Same as above

Telephone #: 794-1902 Home/Cell — Work

Employer/Profession: Retired

E-Mail Address: —

Skills, Education and/or experience that you may offer the committee: avid reader
Well may have loved the library.

**Please check which committee you are applying to be a member of:**

| | |
|---|---|
| ___ Airport Advisory Committee *(3 YR.)* | ___ Homecoming Committee *(Annual)* |
| ___ Appeals Board *(3 YR.)* | X Library Advisory Committee *(3 YR.)* |
| ___ Budget Committee *(Annual)* | ___ Planning Board *(3 YR.)* |
| ___ Cemetery Committee *(Lifetime)* | ___ Recreation CTR. Fundraising/Building |
| ___ Conservation Committee *(3 YR.)* | ___ Recreation Committee *(3 YR.)* |
| ___ Economic Development Committee | ___ Solid Waste/Recycle Committee *(3 YR.)* |
| ___ Comprehensive Plan Committee | ___ Skateboard Park Ad Hoc Committee |
| ___ Ballard Hill Community Center Ad Hoc Committee *(3 YR.)* | ___ Other_____ |

**Have you previously served on the committee checked above: YES or (NO)**

**If so, When:** _____ **How many terms?** _____

NOTE: This application will remain on file at the Town Clerk's office for one year from the above date.

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| | |
|---|---|
| Council Meeting Date: September 14, 2015 | Today's Date: 8/13/15 |
| Department: Library | |
| Department #: 700 | |

**Request: I would ask the council to approve the appointment of Bonnie Gray to the Lincoln Memorial Library Advisory Committee bringing our committee to a total of five members.**

Action Needed From Council: Approval of Bonnie Gray to the Lincoln Memorial Library Advisory Committee for a term of three years.

| | |
|---|---|
| Is This Item Budgeted: no | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| If So What Dates: | |

# Town of Lincoln

## *Citizen Interest / Committee Participation Form*

**All appointments are subject to review by the Appointments Committee and final confirmation of the Lincoln Town Council.**
**Once appointed, an oath must be administered within the first seventeen days of appointment.**
**If an oath is not administered, the appointment will be void.**

Name: Bonnie Gray Date: August 11, 2015

Mailing Address: 3 Stanislaus Road, Lincoln, ME 04457

Physical Address: Same

Telephone #: 207-794-2923 Home/Cell _____ Work

Employer/Profession: Former Director of Medical Records Dept - retired 6/2014

E-Mail Address: gr8graysea@gmail.com

Skills, Education and/or experience that you may offer the committee: Past member of Committee, was employed as department (Medical Records) head at Penobscot Valley Hosp. Have organizal skills, writing & Communication skills, record keeping

**Please check which committee you are applying to be a member of:** very interested in the library

_____ Airport Advisory Committee *(3 YR.)*

_____ Appeals Board *(3 YR.)*

_____ Budget Committee *(Annual)*

_____ Cemetery Committee *(Lifetime)*

_____ Conservation Committee *(3 YR.)*

_____ Economic Development Committee

_____ Comprehensive Plan Committee

_____ Ballard Hill Community Center Ad Hoc Committee *(3 YR.)*

_____ Homecoming Committee *(Annual)*

✓ Library Advisory Committee *(3 YR.)*

_____ Planning Board *(3 YR.)*

_____ Recreation CTR. Fundraising/Building

_____ Recreation Committee *(3 YR.)*

_____ Solid Waste/Recycle Committee *(3 YR.)*

_____ Skateboard Park Ad Hoc Committee

_____ Other_____

**Have you previously served on the committee checked above? YES or NO**

**If so, When:** 1990's **How many terms?** 2

NOTE: This application will remain on file at the Town Clerk's office for one year from the above date.

# Town of Lincoln

## *Citizen Interest / Committee Participation Form*

**All appointments are subject to review by the Appointments Committee and final confirmation of the Lincoln Town Council.**
**Once appointed, an oath must be administered within the first seventeen days of appointment.**
**If an oath is not administered, the appointment will be void.**

Name: Glen Porter Date: 8/28/15

Mailing Address: Po Box 1162

Physical Address: 372 Transalpine Road

Telephone #: 631-7789 Home/Cell _____ Work

Employer/Profession: _____

E-Mail Address: _____

Skills, Education and/or experience that you may offer the committee: _____

**Please check which committee you are applying to be a member of:**

_____ Airport Advisory Committee *(3 YR.)*
_____ Appeals Board *(3 YR.)*
_____ Budget Committee *(Annual)*
_____ Cemetery Committee *(Lifetime)*
_____ Conservation Committee *(3 YR.)*
_____ Economic Development Committee
_____ Comprehensive Plan Committee
_____ Ballard Hill Community Center Ad Hoc Committee *(3 YR.)*

_____ Homecoming Committee *(Annual)*
_____ Library Advisory Committee *(3 YR.)*
X Planning Board *(3 YR.)*
_____ Recreation CTR. Fundraising/Building
_____ Recreation Committee *(3 YR.)*
_____ Solid Waste/Recycle Committee *(3 YR.)*
_____ Skateboard Park Ad Hoc Committee
_____ Other _____

**Have you previously served on the committee checked above: (YES) or NO**

**If so, When:** 5/14/12 - 15 **How many terms?** 1 term
Planning Board.

NOTE: This application will remain on file at the Town Clerk's office for one year from the above date.

# Town of Lincoln

## *Citizen Interest / Participation Form*

Name: MARK BLOMSMA Date: 9/4/2015

Mailing Address: PO Box 388

Physical Address: 645 TRANSALPINE RD

Telephone #: 2072904061 Home _____ Work

Profession: Software Architect / Self employed

E-Mail Address: mark.blomsma@develop-one.com

Education and/or experience that you would bring to this committee:

Planning experience, IT experience
Business + self employment + employer
experience

Please check which committee you are applying to be a member of:
*(Check only one committee per application)*

| | |
|---|---|
| ____ Airport Advisory Committee | ____ Homecoming Committee |
| ____ Appeals Board | ____ Library Advisory Committee |
| ____ Budget Committee | ____ Lincoln Water District |
| ____ Cemetery Committee | X Planning Board |
| ____ Conservation Committee | ____ Recreation Committee |
| ____ Economic Development Committee | ____ Solid Waste/Recycle Committee |
| ____ Comprehensive Plan Committee | ____ Other_____ |

**All appointments are subject to review by the Appointments Committee and final confirmation of the Lincoln Town Council**

This application will be valid and on file at the Town Clerk's office for one year from the above date.

***Building A Stronger Community Through Partnerships***

# TOWN COUNCIL

## AGENDA REQUEST

*** Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.**

| | |
|---|---|
| Council Meeting Date: September 14, 2015 | Todays Date:August 20,2015 |
| Department: Economic Development –Ruth Birtz | |
| Department #: 0105 | |

| |
|---|
| Request: Executive Session Economic Development |
| |
| Reason for Request: |
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| Action Needed From Council: Authorize the construction of a III-phase power line by Emera on the River Road |
| This project to be paid for by the Lincoln Paper and Tissue TIF fund. |

| | |
|---|---|
| Is This Item Budgeted: no | |
| Was This A Bid Process: no-sole provider | Lowest Bid: |
| Is Public Hearing Required: no | |
| Is So What Dates: no | |

*Intentionally Left Blank*