

**Regular Town Council Meeting  
Minutes  
August 8, 2016  
7:00 PM**

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Present: Stephen Clay, Curt Ring, Chris Stevens, George Edwards, Sheldon Hanington, Jeff Gifford and Dede Trask. Town Manager Ronald Weatherbee & Town Clerk Amanda R. Woodard.

1. **Call to Order**  
Pledge and Prayer from Scott Taylor

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

**Suggested Motion:** To approve and sign Warrants #3 through #8 in the amount of \$1,039,173.35.

Motion made by Dede Trask, seconded by Curt Ring.

Vote 7-0

3. **Approval of Minutes:** From July 11, 2016 if no objections are registered Council Chair shall approve the same as written.

No Comments

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

Ronald Weatherbee: Fireworks discussion in September, Amanda has put together some information from other communities. ATV will be back for September, I have meet with a number of people, and Doug Jipson will be bringing forward a plan to make the Town more assessable to ATV. Transfer Station committee, I have sent you information on this and that something we are looking for input and to start soon.

5. **Monthly Reports:**

Dede Trask: Asked Ron about money still owed to the Town from the Whitney's, for Ballard Hill. Ronald Weatherbee: has spoken with him, along with Melissa, \$500 is still due, \$100 a month was agreed upon and they have missed the first of this month. This will be addressed this week. Dede Trask: Asked about a letter from the attorney, feels this should be addressed and not let linger on. Asked about sidewalks. Ronald Weatherbee: To meet DOT standards, on DOT roads, those have to be engineered and Foresight Engineering is working on that. Dede Trask: Then talked about the Loon and Sign Project and that being turned over to the Economic Development committee does not feel a volunteer committee should be making those decisions without Council approval or spending money how they see fit. Feels that these are Ruth's job responsibilities and should not be passed on to a committee. Also feels that bids should have gone out on both projects. Dede Trask: worried about these items being already contracted and them not having enough money to pay for them. Curt Ring: talked of items being approved in the budget but still coming to Council for approval. Dede Trask: talked about how bad the

front steps are, there should be signage and swept off. Ronald Weatherbee: there was a contractor here weeks ago but we have not seen them since. He will contact them and put signage out. Dede Trask: Then spoke about the tax acquired properties and a conflict of Town employee's families bidding on them. Then talked about them be reassessed before bids. Melissa Quintela: The list was given to Ruth before they went out and at that point questions on those properties should and do come to her. Dede Trask: Talked with Tom and the flood lights not going out to bid also had a conversation on the Procurement Policy and the changes that were made to that. Jeff Gifford: Ask about the EMS runs and the amount of money collected, would like to know the amounts collected by East Millinocket. Ronald Weatherbee and Melissa Quintela explained they handle all collections and would see what they may be able to get for information. Jeff Gifford: Asked about maintenance logs on vehicles and would like to see those. He also asked about Police Cruisers leaving Town limits. Sheldon Hanington: Talked about the 444 lien notices and that the Town should be doing title searches for foreclosed properties. Also thinks that it's ok Bruce helps Ruth with assessments but Code should be his main responsibility and also does not think he should be inspecting her construction projects. Also asked about compaction tests for the West Broadway project. Also had question about the mowing bid. He also asked David about the cylinder and doing preventative maintenance. Ronald Weatherbee: The bidders are told up front that they are responsible for title search and this is standard practice for all communities. He will talk with Bruce about the West Broadway project. David Lloyd: We tried to have it rebuilt and we could have put seals into it but didn't know how long it would last. David explained that these were dump cylinders not the front or wing cylinders. George Edwards: Talked about the website contract and looking at that for the future. Also asked Melissa about reassessing the properties before bids. Melissa Quintela: She passed those on to Ruth and she did look at them and told her they were still good assessments. We have not been in these properties and they get inside and they are a total mess, they can request her to come. Chris Stevens: He and Ronald talked about the front steps.

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.*

John Trask: Frank Hammond would have the information on EMS runs. Lincoln cruisers did go out of Town last weekend due to a Deputy that was in trouble and Lincoln assisted. Then talked about the loon, website and the sign project and the amount of money spent with things not going out to bid. He would like the Council to consider looking into hiring an Economic Development person. Ronald Weatherbee: There have been conversations of an Economic Development person. Dorance Clay: Agrees with John Trask and his statements. Then talked about the committee for the Transfer Station that worked for 17 months, to think about that before creating a new one. Thanked Ron for all he has done for the Town. Donna Stanley: Talked about the foreclosed properties and the bid process. She does not agree with a conversation she had with Melissa. She believes the Town should handle them differently. Thomas Vachon: Wanted to start a committee to help educate the public and apply for grants that the town is unable to apply

for. A committee similar to the Call Company or Friends of the Library. Thomas Vachon and Dede Trask had a conversation about volunteers working and any liabilities to the Town. It was stated that it would be more of a committee meeting and not so much of working at the Transfer Station. Dede Trask and Melissa Quintela had a conversation about insurance liability and we have people sign waivers. George Edwards mentioned that doing this would allow them to apply for grants and seek other revenues only that kind of non-profit can get.

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 \$103.41, as detailed below.

Organization	Type of Gift	Amount / Value	Department
Library	Can Donations	\$103.41	Library Book Fund

Motion made by Dede Trask, seconded by Chris Stevens.

Vote 7-0

8. **Discussion – Security Camera at Public Works**

Ronald Weatherbee: Asked for this to be on the agenda again to seek direction, how many, if any, where, what kind. Chris Stevens and David Lloyd talked about how many years he has worked for the Town and in 24 years this is the second time. Curt Ring asked about doing this yourselves. David Lloyd has talked to many vendors and it is a possibility but asked how many and where the Council would like to see them set up. Jeff Gifford think the money could be better spent elsewhere, thinks that even with the cameras if people wanted to take something or vandalize, they are still going to do it. Sheldon Hainington didn't want to rehash, felt that two cameras on equipment left out in the elements would be fine or extra patrols in the area would be ok as well. Dede Trask thinks that 20 cameras is excessive. George Edwards looked at it and for the same 20 he found a price almost half. Curt Ring asked if maybe for the next meeting having a list of options and picking one.

9. **Discussion – Public Works Garage**

David Lloyd is waiting for a gentleman to give him a quote on putting metal beams up to secure the building. Stated that there is not enough money to take the old building completely down and replace it but enough to shore the building up, new doors and re side it. Jeff Gifford asked about the roof and stated that he would trust David's opinion and does not think it needs to be engineered. Sheldon Hanington asked what happened to the heat in the building. David Lloyd explained that the furnace was traded for vehicle repairs.

10. **Discussion – Town Office Lease**

Ronald Weatherbee: I gave you some information on four or five options and looking for thoughts or opinions. Sheldon Hanington thinks that a short term extension is needed regardless, thinks this can't happen within six months. Dede Trask asked the price of the contract from 2004 to 2014 lease. Ronald Weatherbee has talked to Dave Sandilands and he is willing to work with the Town on options. Melissa Quintela the rate would vary due to heating fuel. Dede Trask stated that the information is always third hand and would like to see a meeting, sit down with the Masons that make the decisions, feels like we tread water. Ronald Weatherbee and Council talked for a workshop prior to the regular 7:00pm meeting for September. Curt Ring and Dede Trask talked about the issues that need to be addressed and them taking the purchase option off the table. George Edwards asked if Bruce could attend.

11. **Award Tax Acquired Property Bids (0104)**

NOTE: The properties *listed below* were acquired by the Town through the FY14 foreclosure process and were placed for sale through a formal bid process. Treasurer, Melissa Quintela is recommending that the Council support awarding the properties to the highest bidders and release *any and all* interest in said locations.

**SUGGESTED MOTION:** Move to award and sign the Municipal Quit Claim Deeds issuing the following properties to the highest bidders for the monetary amounts, *as listed below*, in the table.

*Any of these bids can be rejected and re-advertised in hopes for a higher bid.*

PROPERTY LOCATION	MINIMUM BID	Bidder	Bid Amount
19 Libby Street	\$3,220	NO BIDS	
Demarey Ave	\$580	NO BIDS	
<b>9 Washington St</b>	<b>\$1,945</b>	<b>Judith Fleming</b>	<b>\$6,000</b>
131 Millett Mallett Rd	\$740	Brain & Andrea Savage	\$1,000
<b>31 Lakeview St</b>	<b>\$4,440</b>	<b>Edwin Goodwin</b>	<b>\$4,530</b>
747 Mohawk Rd *Removed	\$7,450	<del>Danny Ireland</del>	\$8,000
<b>Back Road to Lee</b>	<b>\$1,800</b>	<b>Gardner Land Co.</b>	<b>\$2,509</b>
38 Perry St	\$1,315	John & Nancy Stevens	\$3,000
<b>266 Main St</b>	<b>\$4,150</b>	<b>Scott Birtz</b>	<b>\$6,165</b>
97 Main St	\$5,540	Matthew & Rebekah Peterson	\$12,255

Stephen Clay: 747 Mohawk Road has been removed.  
Motion made by Jeff Gifford to reject all bids, seconded by Dede Trask.

Curt Ring had a conversation about the mortgage on the Washington Street property with Donna Stanley, she explained that she contacted the owner's son, the bank and had a title search done. She explained the process she went through to find out about the mortgage on the property. Feels that Melissa was with holding the information about the mortgage to bidders. Melissa Quintela: received that information two days before the bid were due back. Curt Ring: thinks that people do not fully understand the risk being taken. Chris Stevens: Why it's very important to use a title attorney to do a search on these things. Donna Stanley: Does not agree with the process and thinks the town was setting people up and that there was not a clear understanding between her and Melissa. Steve Clay: stopped the conversation. George Edwards: talked about researching the properties himself easy to do. He also talked about getting clean title and then setting minimum bids based off that, talked about within the 5years the owner or banks having the option to take properties back. Melissa Quintela talked about other Towns using an attorney to do their foreclosure process. Council conversation about being in the real estate business and when purchasing properties this way you need to go in with eyes wide open. Would like to see something in writing and signed by bidders that they understand the risk.

Vote 7-0

12. **Approval of Renewal Liquor License Application – Wing Wah (0101)**

**Suggested Motion:** Move to approve the renewal liquor license application for Michael Chan DBA Wing Wah.

Motion made by Curt Ring, seconded by Chris Stevens.

Vote 7-0

13. **Award Bid (0406)**

**Suggested Motion:** Move to award bid to B & B Paving in the amount of \$65.77 per ton, for paving.

Motion made by Curt Ring, seconded by Chris Stevens.

Vote 7-0

Dede Trask asked if the change of not allowing family members of employees to bid on properties could happen before these went back out. Stephen Clay: I believe that would require a charter change or where ever that is written up. Amanda Woodard stated that would need to be an ordinance change. Melissa Quintela asked for clarification about going back out to bid. Both Jeff Gifford and Curt Ring stated no, this change would be for moving forward.

14. **Award Bid (0406)**

**Suggested Motion:** Move to award bid to Trey Miller in the amount of \$50 per hour for roadside mowing.

Motion made by Sheldon Hanington, seconded by George Edwards.

Dede Trask asked about the difference it would make in the size of the mower. David Lloyd not a huge difference.

Vote 7-0

15. **Authorize Purchase (0510)**

**Suggested Motion:** Move to authorize purchase of flood lights for the Transfer Station funds to come from Transfer Station building reserve.

Motion made by George Edwards, seconded by Curt Ring for decision purposes.

Curt Ring asked Amanda about ordinance change. Dede Trask: thinks regardless that it should go out to bid. Thomas Vachon: Talked about why the department managers asked for the change in the ordinance and smaller jobs are hard to seek bids for. He talked about the safety issue driving the truck into the compactor. Dede Trask asked why this was not brought up during budget. Thomas Vachon he just started driving, just recently received his CDL and didn't know that this was an issue. Sheldon Hanington asked about putting lights on the trucks and trailers. Thomas Vachon has not looked into that but could. David Lloyd offered to take one of his trucks that has LED backup lights and is willing to take it down and see if helps. Curt Ring asked about overhead lights.

Vote 0-7

16. **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 discussing Personnel.

Motion made by Curt Ring, seconded by George Edwards.

Vote 7-0

Time Started: 8:40pm

Time Closed: 9:00pm

Motion made by Curt Ring to suspend the rules, seconded by George Edwards.

Vote 7-0

Motion made by Curt Ring to hire Margret Daigle as Interim Town Manager starting August 23<sup>rd</sup> four days a week at \$60.00 an hour, seconded by Chris Stevens.

Vote 7-0

17. **Future Agenda Items**

Jeff Gifford would like to talk about at some point, those that are homeless, have a work exchange program and house folks in tax acquired property.

Sheldon Hanington asked how many people in Lincoln are homeless.

Melissa Quintela, I do not have a number of homeless but has the same system for general assistance, I offer able bodies a work program to work off the assistance and they never show up.

18. **Adjourn**

**Suggested Motion:** Move to adjourn meeting 9:05 pm

Motion made by Curt Ring, seconded by Chris Stevens.

Vote 7-0



# M O N T H L Y   R E P O R T

**DATE:** September 2, 2016  
**TO:** Margaret Daigle, Interim Town Manager  
**FROM:** Amanda R. Woodard, Town Clerk  
**RE:** August 2016 Monthly Report

**ACTIVITIES:**

Nomination papers became available on the 15<sup>th</sup> and will be due back on the 23<sup>rd</sup> of September. This year will be a challenge, not only is this a Presidential Election but we will have multiple seats available. Three seats for Town Council, three for RSU 67 School Board, three for Sanitary District Board, all of which are three year terms. The Sanitary District also has a one-year seat and a two-year seat, this is due to people moving and resigning from the board. The State of Maine ballot will have citizen initiatives that we anticipate being very popular, all of these things are going to make for a very busy Election. Diana Hill and I have been planning ahead and looking at all the ways we can make this go as smooth as possible.

Last month I mentioned Tracie York sent out 444 30 Day Notices, 199 of these have been paid and 245 will actually go to lien. Some of the 245 have made a partial payment or do not owe the full amount. These numbers, looking back, are average. At this time last year, the Town collected 98.61% of the taxes committed this year we are at 91.96%, that a difference of 6.65%. Lincoln Paper & Tissue made up around 7% of the committed taxes, so for collections we are about where we normally are.

**TRAINING:**

None to report.

Monthly Transactions	Aug FY17
Paid Trash Passes	31
Complementary Trash Passes	56
Refrigerator Disposal	9
Tire Disposal	1
Notary / Dedimus / Copy / Fax	36
Library Fees Reconciliation	9
Police Fines & Fees Reconciliation	5
Concealed Weapons Reconciliation	8
Demo / Shingle Permits	112
ATV / Snow sled Registrations	43
Boats	25
Hunting/Fishing	27
Certified Birth	39
Marriage Intentions	7
Certified Marriage	11
Death Certificate	19
Burial Transit / Disposition	10
Cemetery Lot Sales	0
Grave Openings	3
Real Estate Taxes	356
Lien Payment	55
Personal Property Taxes	2
Motor Vehicles	516
Dogs	4
<b>Total</b>	<b>1281</b>

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# MONTHLY REPORT

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**DATE:** September 6, 2016  
**TO:** Margaret Daigle, Town Manager  
**FROM:** Melissa Quintela, Treasurer  
**RE:** August 2016

## **PROJECTS:**

This month Ann and I have been finishing projects and cleaning up files. We have finished cleaning out files of terminated employees. Per the rules for disposition of local government records set forth by the Secretary of State, some items in these records must be kept for up to 60 years after termination of employment. Other items only need to be retained for 6 years. We currently have 4 filing cabinets for these files and they were full. We now have plenty of space and we will make this an annual project. We also cleaned out the General Assistance files as these are on a 3 year retention schedule.

Cleaning out old files and ensuring we maintain records appropriately has insured that we are not overrun with boxes full of papers. We have been working on this for over a year now and we are starting to see big results. We have discovered duplicates of files and records and are disposing of the redundant records.

Ann has been compiling a procedures manual for the monthly, quarterly and annual task of both the Treasurer and Deputy Treasurer. This ensures that if Ann or I are out of the office for a prolonged period of time the other would be able to ensure that all reports are filed on time and we don't fall behind.

## **GENERAL ASSISTANCE:**

This month has been busy with appointments for rent and electric request. 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 very healthy this year as last year was a mild winter and heating oil prices were very low. We currently have \$11,010.20 available which will be used to supply heating oil, propane or firewood to those in need.

## **TRAINING:**

None this month.

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# M O N T H L Y   R E P O R T

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**DATE:** September 6, 2016  
**TO:** Peggy Daigle, Interim Town Manager  
**FROM:** Ruth E. Birtz, Tax Assessor  
**RE:** Monthly Report for August

**Assessing Activities:**

Work continues toward commitment. I am still on schedule for committing taxes in September. Once commitment is done and the first flurry of inquiries and billing questions are completed, Bruce and I will begin the process of completing an in house revaluation of all properties. Bruce will not be valuing properties, but he will perform a review of properties and update information on the cards. He will also assist with the inputting data in TRIO. I estimate this process will take 11 months. We have 3,883 properties to review.

We have reached a settlement on the portion of personal property taxes to be paid by Lincoln Paper and Tissue; the balance remaining will be the responsibility of Gordon Brothers who purchased all the equipment at the mill. Eaton Peabody is assisting the Town with this process.

**Events: by *Melanie Rhodes***

Here's what's happening in the world of events:  
I'm looking for tunes for next year's Loon Festival. It's a toss-up between Back in Black (AC/DC tribute) or Goodbye Yellow Brick Road (Elton John tribute). I'm in the process of getting quotes for backline and production needs. I am going to contact the water district to possibly have more taps put on the water source located in the center of the square. More food truck vendors have called last year than ever before and I would like to have more on the back side of the square. It offers more variety.

I'm also in the process of planning the Halloween trail walk coming up in October. I'm thinking 10/8, 10/15 and 10/22 from 6:30-8:30 for dates and times this year. Last year 6pm was a little too early as it was not dark enough and 8:30 because there really wasn't a lot of walkers after that and a lot of the teen helpers had to be home at a certain time so a lot of the volunteers were gone if another group walked through. Some new items will have to be purchased as we lost some last year due to being stolen, or broken.

I'm also putting a lot of thought into Christmas decorating, Red, white and blue this year for election year. I also found a Christmas tree right here in town. I just have to ask the home owners if we can have it. There will be milk at Breakfast with Santa this year because I made a note to speak with the cafeteria manager at MA.

### **Economic Development Activities:**

Ron Weatherbee, David Lloyd and I were invited by the Department of Environment Protection for an update on the cleanup of Lincoln Paper and Tissue. The Commissioner of the DEP and several other departments of the DEP were at this meeting. The meeting was very informative but not very hopeful. The DEP has a 80 million dollar lien against the real estate for cleanup. The cleanup will take up to ten years. They intend to put the mill on a list of immediate need to qualify for Federal funds for the cleanup. The only good news that came out of the meeting is the Town is not financially responsible for the cleanup.

After this meeting Eaton Peabody was made aware of a potential purchaser for the Real Estate at Lincoln Paper and Tissue. It is Attorney Andy Hamilton's belief that there are other options available to the Town to clean up the site and make it available to investors in a timelier manner.

Other news, Lakeville Shores is the successful bidder in bankruptcy court for the property and dams at Upper and Folsom Ponds. Lakeville Shores has approached the Town with an offer to gift the dams to the Town with easements for maintenance and access. The Town has been looking to acquire all privately owned dams in Lincoln so we can maintain our recreational waterfront areas. If the dams are not maintained and water levels are not monitored, our recreational waterfront areas will lose valuation and appeal. The only condition to acquiring these dams was the cost. With the liability the Town will be assuming, it was felt the cost should be minimal. With Lakeville Shores offering to gift the dams to Town this is the best case scenario for the Town. The cost for insurance on the dams is approximately \$250 each per year. Maintenance of the dams will come out of the Dam reserve account for Rollins Wind.

I have stepped down as the Chairperson of the Economic Development Committee. I will be attending the meeting to take minutes and advise the committee on whether activities they are developing would qualify as a TIF appropriation. I will no longer be the spokesperson liaison for the committee. Bill Davis has been elected Chairman of the committee and he will be at Council meetings to keep the Town Council up to date on all projects the committee is working on.

Negotiations are ongoing with the land acquisition at the airport.

The engineered plans for the sidewalks have been completed. In 2012 design standards for ADA compliance with sidewalks were significantly changed. Right now all of our sidewalks do not comply with the standards. The cost to bring these sidewalks up to code is estimated by Ted Ocana at \$250,000. Mr. Ocana reported our sidewalks need to be raised up as well as the curbing. Currently our slopes are too steep. Bringing the sidewalks up will make our curbs too high, which will require us to bring the road grade up to meet current codes. The good news is the emergency repairs we had done at Golden Key do meet ADA code. I have scheduled a meeting with John Devon of the DOT to work out a 5 year plan to bring the sidewalks into compliance. This will allow us to remain in budget and fix the sidewalks on a gradual basis. It will also give me time to look into grant funds to assist with this process.

**ASSESSING MONTHLY REPORT  
CONTINUED...**

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The West Broadway project is nearing completion. To date we are under budget and ahead of schedule.

Jeremy Weatherbee and I have been working with the Department of Inland Fisheries and Wildlife to do some much needed improvements to the Boat Launch at Big Narrows and Stump Pond. The Big Narrows has had issues with rocks in the launch area. DEP has loosened permitting to allow for removal of these rocks. DIF&W does not have a budget to do this project so they have agreed to allow the Town to complete the work and they will take care of the permitting. In addition they have agreed to allow the Town to install a docking system. The lack of a dock has been a frequent complaint by visitors and residents using the launch. We have drafted a memorandum of understanding that if the DIF&W ever wants the dock removed, the Town will remove it. Additionally DIF&W will be working on repairs on the boat launch on Frost Street as well. The project on Big Narrows will go before the Council for approval at the October meeting, Stump Pond will go before the Town Council in the Spring of 2017.

**Passports:**

Passport activity is listed below.

<b>Passport Applications Processed</b>							
<b>MONTH</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>
July	57	30	13	26	20	16	25
August	31	35	22	19	17	19	26
September	10	14	10	10	12	4	
October	18	15	7	15	18	9	
November	24	12	16	16	8	11	
December	20	15	8	14	15	22	
January	28	22	25	22	27	24	
February	35	21	22	22	13	24	
March	33	22	29	12	36	14	
April	42	15	25	20	16	21	
May	32	27	28	42	21	27	
June	23	38	13	35	12	18	
<b>Totals</b>	<b>353</b>	<b>266</b>	<b>266</b>	<b>253</b>	<b>215</b>	<b>209</b>	

**Code Enforcement Activity:**

*By Bruce Arnold*

Four (4) Permit-by-Rule applications were approved by the Department of Environmental Protection this month. Each PBR dealt with activities adjacent to protected natural resources. Specialists from the DEP's Land Resources Division and from the Water Quality Division have [frequently] found themselves in the Lincoln area this summer. Most recently, they conducted a

site review for a 7.5 acre tract of land on Crooked Pond; and provided guidance on shoreland restoration work in the wake of recent micro-bursts.

The West Broadway Widening Project is nearing completion. Slip-form curbing will wrap-up this week and [final] surface paving is scheduled to commence on, or about, September 07, 2016. Gardner Construction continues to shape ditches, apply loam & seed, etc. in preparation for closing out the widening project.

The Safety Committee met in Council Chambers August 29<sup>th</sup> with eight out of nine members present. All were reminded that mandatory annual training will take place in November. National Incident Management Training (“NIMS”) was discussed. NIMS training is intended for emergency management officials and administrators responsible for budgets, planning, and procurement. This training is intended to aid people who don’t usually work together to seamlessly respond to and recover from a natural or manmade disaster.

Mike Ireland, Chairman of the Planning Board, resigned August 08<sup>th</sup>; the Secretary, Gilberte Mayo, resigned from her post August 15<sup>th</sup>, ahead of the regularly scheduled meeting. There was no quorum at the 08/15/2016 meeting, as only three members were in attendance; therefore, no new Chairman was voted in. The Board is actively seeking new members.

Permitting activity for the month is summarized in the following chart;

**ACTIVITIES: Code Enforcement Activity:**

Description	#	August Revenue	Permits		FY2016	Revenue FY2016
			#YTD	Revenue YTD		
<b>Total Building</b>	5	\$362.00	7	\$432.00	68	\$5,161.00
<b>Total Electrical</b>	2	\$120.00	3	\$200.00	30	\$1,540.00
<b>Plumbing</b>	1	\$187.50	2	\$300.00	33	\$4,946.25
<b>Home Occupation</b>	0	\$0.00	0	\$0.00	0	\$0.00
<b>Sign</b>	1	\$20.00	2	\$40.00	10	\$420.00
<b>Site Plan review / formally business</b>	0	\$100.00	1	\$100.00	14	\$685.00
<b>Street Opening</b>	0	\$0.00	0	\$0.00	0	\$0.00
<b>Wood Boiler</b>	0	\$0.00	0	\$0.00	0	\$0.00
<b>Subdivision</b>	0	\$0.00	0	\$0.00	5	\$2,750.00
<b>Totals</b>	9	\$789.50	15	1,072.00	160	\$15,502.25

\*Revenues are based on fiscal year

**Budget Overview & Training:**

I have requested \$500.00 to fund the Registry copy line item in the Assessor’s budget. We cut this line item thinking I could access the information on line through the Registry web

**ASSESSING MONTHLY REPORT  
CONTINUED...**

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site. I have been informed by Susan Bulay, Penobscot County Registra, she must send copies per statute to municipalities. I never thought to check if we could suspend this service because I knew other assessors in other counties were receiving copies free via email. There is no training to report this month.

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# M O N T H L Y   R E P O R T

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**DATE:** September 1, 2016  
**TO:** Peggy Daigle, Interim Town Manager  
**FROM:** Daniel A. Summers, Public Safety Director  
**RE:** Public Safety (*Fire/Police/EMS*) Report for August, 2016

**ACTIVITIES:**

The ambulance was busy for the month of August responding to a total of 85 calls for service as of August 29<sup>th</sup>. Due to the new contract with E. Millinocket the calls that were not transports were not billed for. Out of the 85 calls 68 of them were transports. Every transport call for the primary ambulance the Town of Lincoln receives eighty dollars (\$80). This rate has gone up from seventy-five dollars \$75. The graph to the right depicts 68 Billed calls and 85 Total calls.

EMS/Ambulance Calls		
Month	FY 2017	Revenue
<b>July</b>	<b>82B/98T</b>	<b>\$6,560</b>
<b>August</b>	<b>68B/85T</b>	<b>\$5,440</b>
<b>September</b>		
<b>October</b>		
<b>November</b>		
<b>December</b>		
<b>January</b>		
<b>February</b>		
<b>March</b>		
<b>April</b>		
<b>May</b>		
<b>June</b>		
<b>Total</b>		

On August 27, 2016 Officers Mark Fucile, Larry Estes (representing the Police Department), Beth Jabs (representing the Fire Department), Paul Eubanks and Andrew Rideout (representing the Ambulance service) participated in the Fueling Dreams event at Circle K on West Broadway. The event started at 10:00 am and lasted for four hours. A percentage of the sales went toward the annual Torch Run to benefit the Special Olympics. Store Manager Sam Thomas was pleased with the donations and her store employees. Since the beginning of August, the store has raised over \$2,100 for the Special Olympics.

On August 27, 2016 Officer Mark Fucile assisted with traffic control for the runners of the Gary Gordon 5K Run which started at the Veteran's Memorial on Goding Avenue. The route led the runners through sections of downtown and other areas of Lincoln before returning to their original starting point.

**TRAINING:**

August 6<sup>th</sup>, New Firefighter Orientation took place at the fire station for newly assigned call firefighters.

August 16<sup>th</sup>, during the fire department meeting, all firefighters were handed the Towns updated personnel policy. Specific areas of interest were employees' expectations, corrective actions and terminations. Also part of the training was going over the social media policy and guidelines. Employees signed acknowledgments for the policies and turned them in. These are now filed in their employee files. I expect to hold a police department meeting in October for the same presentation.

August 29<sup>th</sup> through August 31<sup>st</sup>, Detective Mark Fucile completed Forensic Statement Analysis Training hosted by the Rockland Police Department. This training focuses on statements given by victims, witnesses, and suspects of crime. There is a lot more being communicated than people realize. Have you ever listened to someone or even read their letter and thought to yourself, "something just isn't right." This training helps to identify just what that something is that doesn't make sense. It is a very in depth and challenging class.

**BUDGET/OVERTIME:**

**18%** of the overall **police department budget** and **18%** of the police department's overtime line was expended so far this fiscal year. Overtime for the month of August was **\$6,838.39**. See chart below. **18%** of the overall **fire department budget** and **21% of the fire** department's overtime line was expended this fiscal year. Overtime for the month of August was **\$8,441.29** See chart below;

<b>Police Department</b>		<b>Fire Department</b>	
<b>Shift Coverage</b>	<b>OT Expense</b>	<b>Shift Coverage</b>	<b>OT Expense</b>
PTO	\$ 250.44	Holiday	\$ 0.00
Vacation	\$3,751.68	PTO	\$ 0.00
Sick Leave	\$ 0.00	Vacation	\$4,702.28
Bereavement	\$ 0.00	Sick Leave	\$ 581.15
Open Shift	\$ 472.00	Bereavement	\$ 0.00
Extra Patrol	\$1,602.44	Contracted OT	\$1,730.88
Trainings	\$ 0.00	Open Shifts	\$ 0.00
Details	\$ 0.00	Fire/Incident	\$1,331.11
Transports	\$ 171.38	Details	\$ 0.00
Dept. MTGs	\$ 0.00	Engineer MTG	\$ 0.00
Work Overs	\$ 391.07	Dept. MTG	\$ 0.00
Call-in	\$ 28.00	Training	\$ 95.88
Court	\$ 171.38	Parade	\$ 0.00
<b>Total</b>	<b>\$6,838.39</b>	<b>Total</b>	<b>\$8,441.29</b>

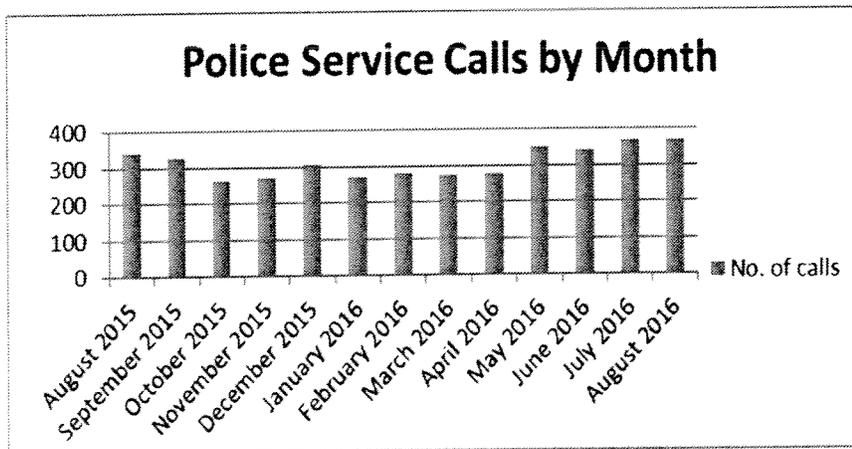
**VEHICLES & EQUIPMENT:**

Captain Cory Stratton completed a comprehensive status report on all fire trucks to date. Engine 532 will be discussed at the upcoming September Town Council Meeting.

On August 12<sup>th</sup> and 16<sup>th</sup>, the fire department was notified that the AFG Grant that was applied for in March was turned down for both the fire truck replacement and the personal protective equipment. I do plan on re-applying for the grant once it opens up again in the late fall or early winter and upon council approval. In the mean-time the fire department is researching replacement strategies for approximately 10 air packs and turnout gear.

**PUBLIC SAFETY BUILDING:**

On August 30<sup>th</sup>, Maine Fire Protection Services completed the sprinkler head installation in the basement of the public safety building. This will satisfy the inspection violation pointed out by the Maine Fire Marshall's Office back in May.



Month	# of Calls	
	FY2016	FY2017
<b>Jul</b>	384	367
<b>Aug</b>	341	370
<b>Sept</b>	326	
<b>Oct</b>	265	
<b>Nov</b>	272	
<b>Dec</b>	306	
<b>Jan</b>	271	
<b>Feb</b>	280	
<b>Mar</b>	274	
<b>Apr</b>	279	
<b>May</b>	351	
<b>Jun</b>	341	
<b>Total</b>	3,690	

The Department handled 370 incidents for the month of August 2016.

Abandoned Vehicle Complaints	1	Lost or Found Property Complaints	5
Admin Delivery Complaints	1	Motor Assist Complaints	1
Agency Assist Complaints	19	Noise Problem Complaints	3
Alarm Complaints	24	Nonsufficient Funds Checks Complaints	1
Ambulance/ Medical Assist Complaints	13	Overtime Detail Complaints	3
Animal Problem Complaints	25	Parking Problem Complaints	2
Assault Complaints	10	Person Wanted Out Complaints	4
Attempt to Locate Complaints	1	Police Information Complaints	36
Burglary Complaints	1	Property Check Complaints	12
Citizen Assist Complaints	25	Property Damage, Non-vandalism Complaints	3
Civil Matter Complaints	4	Property Watch Complaints	1
Communications Offense Complaints	2	Public Service Complaints	1
Cont Subs/Marijuana Complaints	1	Suicide Threat Complaints	3
Court Service Complaints	7	Suspicious Person/Circumstance Complaints	21
Criminal Mischief Complaints	4	Theft Complaints	16
Designated Patrol Complaints	4	Threatening Complaints	2
Disorderly Conduct Complaints	3	Traffic Accident, Pers Injury Complaints	1
DUI Alcohol or Drugs Complaints	1	Traffic Accident, Prop Damage Complaints	6
Emotional/Behavioral Problem Complaints	4	Traffic Hazard Complaints	2
Escort Complaints	1	Traffic Offense Complaints	4
Erratic Vehicle Operation Complaints	14	Trespassing Complaints	8
Family Fight Complaints	3	Unsecure Premises Complaints	1
Fireworks Complaints	1	Utility Problem Complaints	2
Fraud Complaints	8	Vehicle Serial # Inspection Complaints	1
Harassment Complaints	9	Violation of Release Conditions Complaints	1
Intoxicated Person Complaints	2	Warrant Arrest Complaints	5
Illegal Poss Alcohol Minor Complaints	1	Weapon Problem Complaints	1
Juvenile Problem Complaints	6	Welfare Check Complaints	28
Littering/Pollution Problem Complaints	1		
Cases cleared by Adult Arrest	11	Traffic Stops	75
Cases Cleared by Juvenile Summonses	1	Traffic Citations Issued	2
Criminal Summonses	24	Traffic Written Warnings Issued	2
Court Papers Served	9	Traffic Verbal Warnings Issued	68

<b>Fire Department Emergency Responses / Service Calls</b>						
<b>Type of Calls</b>	<b>07/ 16</b>	<b>08/ 16</b>	<b>09/ 16</b>	<b>10/ 16</b>	<b>11/ 16</b>	<b>12/ 16</b>
<i>Fire Alarm</i>	<b>2</b>	<b>1</b>				
<i>Lift Assist</i>	<b>2</b>	<b>7</b>				
<i>Vehicle Fire</i>	<b>1</b>					
<i>Utility Problem</i>	<b>7</b>	<b>20</b>				
<i>Illegal Burning</i>	<b>3</b>	<b>4</b>				
<i>Elevator Rescue</i>		<b>1</b>				
<i>M/V Crash</i>	<b>5</b>	<b>3</b>				
<i>Agency Assist</i>	<b>2</b>	<b>1</b>				
<i>Fire Service</i>	<b>6</b>	<b>3</b>				
<i>Public Education</i>						
<i>Smoke Invest.</i>	<b>1</b>	<b>1</b>				
<i>Mutual Aid</i>						
<i>Building Fires</i>	<b>1</b>	<b>3</b>				
<i>EMS Assist</i>	<b>2</b>	<b>4</b>				
<i>Hazmat</i>						
<i>Gas Leak</i>	<b>1</b>					
<i>Road Hazard</i>						
<i>Good Intent</i>						
<i>Boat Accident</i>						
<i>CO Alarm</i>						
<i>Inspections</i>						
<i>Wild/Grass Fire</i>	<b>3</b>					
<i>Tree Down</i>						
<i>Electrical fire</i>						
<i>CarbonMonox.</i>		<b>1</b>				
<i>Traffic Control</i>						
<i>Chimney Fire</i>						
<i>Ice/Water Resc.</i>						
<i>Fuel Spill</i>						
<i>False Call</i>	<b>1</b>					
<i>Odor Invest.</i>		<b>1</b>				
<i>Stove Fires</i>						
<i>Fire Invest.</i>						
<b>Total</b>	<b>37</b>	<b>50</b>				

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# M O N T H L Y   R E P O R T

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**DATE:** September 6, 2016  
**TO:** Peggy Daigle, Town Manager  
**FROM:** David A. Lloyd, Public Works Director  
**RE:** August 2016

**ACTIVITIES:**

This month the crew rebuilt 350 feet of the White Point Estates Road to eliminate a reoccurring mud issue and placed 4" of surface gravel on the first 4500' of the road. This project required us to remove 12-18" of material from the roadway and install a geo-textile to keep the soils separated and to aid in weight disbursement before placing new gravel. The town accepted the White Point Estates Road as a town roadway 25 years ago and until recently we haven't had too many issues. These last two years we have seen one area of the roadway get too soft to support traffic and had to divert all vehicle traffic to one lane.

The roadside mowing has been completed for this year and we were able to mow most of our local roads this year. Trey Miller was the contractor that was awarded the bid this year and we had several compliments from residents after the mowing was complete. The PWD has also logged over 80 hours of mowing grass at the airport this month.

This month I met with representatives from Grays Custom builders to look at the old PW building. Mr. Gray inspected the building and mentioned that the front half of the building has smaller roof supports and they were spaced too far apart. He did not recommend adding any support beams as that may shift the snow load to a weaker portion of the building. He said he would contact the building manufacture to get their recommendations. He thought that adding additional roof supports would be all that is needed but would quote a price once he discussed the building with Inland who manufactured the building. I also asked him to include the patching of the roof in several areas, removing three overhead doors and installing new siding. Once we receive the quote the Town Manager & Town Council can remove items that they feel can wait.

Our paving projects are scheduled to be completed the week of September 12<sup>th</sup>. B&B paving have been in contact with me and I have been scheduling this work with the local utilities such as water & sewer Districts.

Most of the crew received fist aid/CRP/AED training this month. This is a two year certification from the American Heart Association. RLS provided this training and it was held at the public works facility. We are required to have at least one employee per shift trained according to MSHA requirements in order to be working in a gravel pit. One employee did not receive this training do to being on vacation.

This month we had two severe thunder storms that brought down trees in the area. The crew spent a total of 8 days picking up debris and or repairing issues from these two storms.

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# M O N T H L Y   R E P O R T

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**DATE:** August, 30th 2016  
**TO:** Peggie Daigle, Interim Town Manager  
**FROM:** Thomas Vachon, Transfer Station Director  
**RE:** August, 2016

## **ACTIVITIES:**

This month has been busy. We have had a tremendous amount of brush thanks to mother nature. The area around the compost has had some issues with standing water in it making a muddy mess. So we are in the process of adding reclaim material to the brush burning and compost area. This is the good packing material that we receive from CPRC when we have them pick up our shingles to be recycled. The old tire pile area is all cleaned up and the new tire pile is coming together nicely. Unfortunately, the cost to remove the tires more than doubled and we also were instructed by the DEP to remove the skidder tires that have been forming a wall beside the compost pile. Due the overspending of that line item I will be keeping a close eye on the rest of my budget to find ways to offset it. I am also looking for volunteers to start a club for the transfer station to help with education and outreach. I feel we can do way better in our recycling efforts and am hopeful by educating the public we can get our numbers up. If anyone is interested or perhaps knows someone who is interested, please have them contact me.

## **EQUIPMENT MAINTENANCE:**

The backhoe sprung a leak in one of the hydraulic tubes for the boom. We ordered the parts and made the repair here. We also are looking to replace a broken side window in the skid steer before the cold weather is upon us.

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**TRANSFER STATION MANAGER  
MONTHLY REPORT CONTINUED...**

<b>August Collection Recycle Materials</b>		
Product	2015	2016
Cardboard	19,000 lbs.	17,000 lbs.
Newsprint	8,800 lbs.	6,800 lbs.
#2 Plastic	420 lbs.	700 lbs.
Mixed plastic	490 lbs.	1,560 lbs.
Shredded Office Paper	100 lbs.	1,100 lbs.

**Materials Shipped:**

The following table is a running tally of materials that left the facility for this month. It also represents totals for the year.

**Materials Shipped**

<b>Materials</b>	<b>MTD</b>	<b>FYTD</b>	<b>Comments</b>
Cardboard	Bales	49 Bales	1000lbs. per bale
Newsprint	Bales	Bales	1700lbs. per bale
Plastic #2	Bales	Bales	700lbs. per bale
Mixed Plastic	Bales	Bales	780lbs. per bale
Light Iron & Tin	2 Loads	4 Loads	Tons vary per load
Glass			20 tons per load
Ash	Loads	Loads	12-15 tons per load
Shingles	2 Loads	3 Loads	20 tons per load
Sheetrock	2 Loads	3 Loads	20 tons per load
Waste Oil			Gallons shipped
E-Waste	159	159	#of items shipped
Equipment Tires			Lbs of items shipped
Freon Removal			# of units
Fluorescent Bulbs Mixed			# Veolia for recycling
4ft Bulbs		88	# Veolia for recycling
8ft Bulbs			# Veolia for recycling

**Penobscot Energy Recovery Company (PERC) Trash Tonnages**

**Fiscal Year 2016**

**Fiscal Year 2017**

Month	Tons	Tipping	Cost	Month	Tons	Tipping	Cost
July	303.38	\$ 79.00	\$ 23,967.02	July	306.54	\$ 79.00	\$ 24,216.66
Aug	324.63	\$ 79.00	\$ 25,645.77	Aug	302.84	\$79.00	\$ 23,924.36
Sept	300.19	\$ 79.00	\$ 23,715.01	Sept			
Oct	278.49	\$ 76.80	\$ 21,388.04	Oct			
Nov	276.28	\$ 76.80	\$ 21,218.30	Nov			
Dec	240.38	\$ 76.80	\$ 18,461.18	Dec			
Jan	230.31	\$ 76.50	\$ 17,288.23	Jan			
Feb	213.04	\$ 76.50	\$ 16,297.56	Feb			
Mar	218.97	\$ 76.50	\$ 16,751.20	Mar			
Apr	289.14	\$ 77.00	\$ 22,263.78	Apr			
May	315.21	\$ 77.00	\$ 24,271.17	May			
June	301.23	\$ 77.00	\$ 23,194.71	June			
Total	3,291.25		\$ 252,520.40	Total			

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# MONTHLY REPORT

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**DATE:** SEPT 4, 2016

**TO:** Peggy Daigle, Interim Town Manager

**FROM:** Linda Morrill, Library Director

**RE:** AUGUST 2016

**Librarian Notes:** Our summer reading programs wrapped up in August with lots of reading, fun activities and more. Our circulation numbers continue to rise trending with many libraries within the United States as people of all ages are returning to printed books in conjunction with e-books. We partnered with Penobscot Valley Hospital in August to offer children of the area a special Teddy Bear Hunt, Picnic and Care (provided by staff from PVH). I greatly appreciate the donations from Bangor Savings Bank and Subway this summer. April Hanson, Sara Spiess, Sandra Michaud and Dorothy Murchison have all completed their first year as employees of the Library and Town of Lincoln. Upstairs in the adult area our tables, chairs, and computers were busy daily with some days in August when there were no available spaces for people to work using their own laptop, read the paper and more!

## LIBRARY STATISTICS:

<b>Circulation</b>	<b>August 2016</b>	<b>2017 YTD</b>
Days Open	25	46
Wi-Fi Use	1125	2113
Adult Computer Use PAC's	1370	2414
Items Borrowed	8388	16949
<b>Interlibrary Loan</b>		
Borrowed	185	367
Loaned	15	22
<b>Total</b>	<b>10898</b>	<b>21865</b>
<b>New Patrons</b>	<b>Aug 2016</b>	<b>2017 YTD</b>
Resident	45	86
Non-Resident	15	32
<b>Total</b>	<b>60</b>	<b>118</b>

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**LIBRARY  
MONTHLY REPORT CONTINUED...**

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<b>Adult Programs August 2016</b>	<b>Attendance/Participants</b>
Computer Assistance/Instruction	51
Genealogy Class	8
Outreach (various organizations)	12
Summer Reading Program	72
<b>Total</b>	<b>143</b>

Howard Black, our resident genealogist, continues assisting community members every Wednesday from 1p.m. to 3 p.m. with their genealogy questions. He is finding many hidden treasures here at the library. April and Sara are very good at handling most computer questions, training and any other issues that arise.

<b>Children's Programs August 2016</b>	<b>Attendance/Participants</b>	<b>Year to Date FY17</b>
Fun day at the Library	26	40
Story time with Miss Sandy	19	35
Baby Play	10	37
Champions	30 (2 weeks)	107
Little Busy Bees	12	39
Discover the United States with Miss Sandy *started 7/20/16	15	24
Little Movers	19	47
Game and Lego Play	18	46
Movie Friday	8	26
1000 Books before Kindergarten	1	53
Color Run	17	17
Teddy Bear Hunt, Picnic and Clinic	65	65
<b>Total</b>	<b>240</b>	<b>536</b>

Our summer reading programs for children were attended weekly! Our circulation numbers for children books in August are higher than ever before with 3,318 books borrowed. Each day of the week children filled the children's area enjoying books, programs, and spending time together with families. Bangor Savings Bank bought the special paint for our Fun Run and provided backpacks, water and snacks for the event.

**LIBRARY  
MONTHLY REPORT CONTINUED...**

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<b>Library Revenues FY 2017</b>	<b>Fees*</b>	<b>Donations to 1126 Reserve Account</b>	<b>Faxes</b>	<b>Book Sale</b>	<b>Memorial Donations Reserve Account 3131</b>
JULY 2016	\$573.25	\$164.03	NA	NA	
AUGUST 2016	\$409.75	\$153.39	\$22.50	\$144.33	
<b>FY 2016 totals</b>	<b>\$983.00</b>	<b>\$317.42</b>	<b>\$22.50</b>	<b>\$144.33</b>	

**\*This reflects fees collected for copies, non-resident cards and faxes**

**FRIENDS OF THE LINCOLN MEMORIAL LIBRARY:**

The new officers of the Friends of the Lincoln Memorial Library are: Linda Muello, President, Ken Roberts, Vice President, Jan De Laney, Secretary, and Bonnie Gray, Treasurer. Other members include: Colleen Jipson, Bob De Laney, Howard Black, Bill Davis, Bart Stover, and Mark Muello. The Friends are working on a variety of fund raisers for the fall and winter. A potential book festival for spring through Maine Publishing is being looked at. They are currently revising their bylaws.

**BUILDINGS AND GROUNDS:**

Lee House, Parks and Cemetery crew member, painted our aging patron bathroom a sunny yellow this month. In September they will put in a new vinyl laminate floor in both the patron bathroom and the main hallway and the bathroom hallway. I greatly appreciate the help Jeremy and his department have and will give to accomplish several building projects. The emergency steps now have anti-slip tape down. I have the grout to fix the rails (black) next to the parking lot. The Friends will be working with me in September to thin out the Friends garden and move the shrubs to the left of the front door. Our hope is to create a beautiful reading/garden area on the right side of the door for people to use for years to come. Maine Accessibility had to repair the shoes on the lift in August. Bruce and I will be finishing up the bid process in September and hope to be able to start the lift replacement process soon. My next project is working on the Special Collections room with Sara and Darlene assisting.



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# M O N T H L Y   R E P O R T

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**DATE:** September 7, 2016

**TO:** Lincoln Town Council

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

**RE:** August 201

**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. We have also added a Fall Cheering Program along with Field Hockey. With field hockey no longer being offered at Mattanawcook Junior High, Carly Cropley volunteered to run the program for girls in grades 3-8. RSU 67 donated their field hockey nets, and field hockey lines have been added to our recreation football field to accommodate this new program! The program will not add any financial burden to the department as we already have all of the equipment. There are 120 kids participating in these Fall Programs! If you want to check out what's going on in the world of recreation, find the link to our Recreation Department Calendar Activities at [www.lincolmaine.org](http://www.lincolmaine.org)



The cemetery crew has been extremely busy with general mowing, park maintenance, burials, and the Community Walking and Fitness Trail. Our equipment maintenance budget has been in great shape this year thanks in large part to all of our repairs and maintenance being done in-house. Cemetery Supervisor, Dennis Bullen, along with help from Teddy Martin, has saved the department a lot of money. He has prior experience as the owner/operator of a small engine repair business in Delaware. There has not been a single repair on equipment (other than tire repair), that has been hired out! Keep up the great work, Dennis!



Cemetery Parks & Recreation  
Monthly Report, Cont'd.

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The Community Walking and Fitness Trail expansion has been completed. This was a year-long process between planning, grant applications, and site work. David Irving is owed a big thank you for the countless hours that he has volunteered to the project. The trail is a tremendous asset to the entire community and has cost the tax payer a grand total of \$0. During the spring, summer, and fall, the trail provides for walking, jogging, and biking with fitness stations and obstacles located throughout. It also provides easy access to a playground, basketball hoops, a tennis court, baseball and softball fields, two picnic areas, and a football field for lots of family fun! The trail is also wheel chair friendly. In the winter, the trail is available for snow shoeing and cross country skiing. The recreation department received a grant to purchase snow shoes that will be available to be signed out from the recreation office. Head up to the trail today and utilize all our community has to offer!



We are working with the Department of Inland Fisheries and Wildlife to improve access to our area lakes and ponds. The two top priorities are Stump Pond and Big Narrows. Both public boat launches have issues that make launching boats difficult and, at times, impossible depending upon the size of your boat. The Department of Inland Fisheries and Wildlife has agreed that improvement to these launches is necessary and is allowing us to make necessary improvements. We are working with Nels Kramer, a fish biologist, and Rick Parker, Director of the Engineering Division, to best meet the needs of these sites.

**BUDGET:**

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



**TOWN COUNCIL**  
**AGENDA REQUEST**

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

Council Meeting Date: 9/12/16	Today's Date: 9/2/16
Department: Library	
Department #: 700	

**Request: To award certificates of achievement to Joy Leighton and Harrison Arthurs who have completed their 2<sup>nd</sup> year at library interns at the library. (This is a volunteer program where students ages 10 and up may work with the library director and staff on learning and understanding a wide range of library tasks that need to be done daily-this includes shelving, waiting on the check out desk, assisting with programs, preparing books after cataloging is done (adding bar codes, date stamp labels, covering books and making sure everything is complete on each book).**

Action Needed From Council: Award the certificates

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: 09/12/2016	Today's Date: 08/24/2016
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Department: 0105 – Assessing/Economic Development

Department #: 0105

**Request:**  
To see if the Town Council will approve the gift of the dams at Upper Pond and Folsom Pond plus easement for access and maintenance from Lakeville Shores. Lakeville Shores has successfully bid for the property including the Folsom and Upper Pond Dams. They have no interest in maintaining the Dams. They have offered to gift the dams to the Town of Lincoln with an easement for access and maintenance. The Town through Eaton Peabody has been working toward acquiring the dams owned by Lincoln Paper and Tissue. The reason is to make sure the recreational waterfront values remain stable by monitoring water levels on the ponds. This particular watershed involves Upper, Crooked, and Folsom Ponds. It also is the flow into Mattanawcook Lake. Lincoln Paper and Tissue has one more dam located downtown on the corner of Enfield Road and Taylor Street. Efforts will continue to acquire that as well. To move forward, Town Council approval is required. If approved the closing and then subsequent transfer of the dams will happen 09/13/2016. Contracts attached.

Action Needed From Council: To accept the gift of the Folsom and Upper Pond Dams from Lakeville Shores with an easement for access and maintenance of the dams, and authorize the Town Manager to sign any and all documents required for this transfer. This gift comes with no cost to the Town other than future maintenance which is covered under the TIF dam reserve account.

Is This Item Budgeted:

Was This A Bid Process: Lowest Bid:

Is Public Hearing Required:

If So What Dates:

**Amanda Woodard**

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**From:** Sandy Mulligan <[smulligan@rsu67.org](mailto:smulligan@rsu67.org)>  
**Sent:** Wednesday, August 31, 2016 11:23 AM  
**To:** Amanda Woodard  
**Subject:** Fwd: REIM TO TOWN OF LINCOLN

Hi Amanda This is what I received from our auditors on he assessment for FY 16. Sandy  
----- Forwarded message -----

**From:** **Wanese Lynch** <[waneselynch@gmail.com](mailto:waneselynch@gmail.com)>  
**Date:** Wed, Aug 31, 2016 at 11:13 AM  
**Subject:** Fwd: REIM TO TOWN OF LINCOLN  
**To:** Sandy Mulligan <[smulligan@rsu67.org](mailto:smulligan@rsu67.org)>

Hi Sandy,

The payment for \$80,400 is being made to the Town of Lincoln after reconciling the revised budget to the actual payments in the revenue account. In article #22 the towns voted to approve that any increase in state funding would be returned to the towns through reduced assessments. The District reduced the town assessments and increased the state subsidy. The Town of Lincoln paid the original assessment of \$2,727,168 but the revised assessment was \$2,646,768. The difference of \$80,400 is being sent back as an over payment on the account.

Thanks,  
Wanese

----- Forwarded message -----

**From:** **Sandy Mulligan** <[smulligan@rsu67.org](mailto:smulligan@rsu67.org)>  
**Date:** Tue, Aug 30, 2016 at 10:14 AM  
**Subject:** REIM TO TOWN OF LINCOLN  
**To:** wanese <[wanese@wadmancpa.com](mailto:wanese@wadmancpa.com)>

Hi Wanese

U have written a check for \$80,400 to the town of Lincoln. I have spoken with their bookkeeper and she is asking if you (the auditors) could write a paragraph to explain what the refund is for as her Council will have to vote to accept the money and they will want to know why they are receiving it You can just email it to me and I will give it to her

Thanks  
Sandy

--

Wanese Lynch  
[wanese@wadmancpa.com](mailto:wanese@wadmancpa.com)

James W. Wadman, C.P.A.  
295 Main Street  
P.O. Box 889  
Ellsworth, ME 04605-0889

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Pursuant to IRS circular 230, please be informed that any tax advice contained in this communication, including attachments, is not intended or written to be used for the purpose of avoiding penalties that may be imposed under the Internal Revenue Code or promoting, marketing or recommending the transaction or a tax related matter to another party.

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**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 12, 2016	Today's Date: August 10, 2016
Department: Fire Department	
Department #: 0304	

**Request: Discussion on the current status of Engine 532 and plan to move forward. (See attached documentation for information).**

Action Needed From Council: Enter into a discussion on the current status of Engine 532.

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: N/A	



Engine 532 Status & Recommendations

Frank H. Hammond, Jr.

Deputy Fire Chief

29 July 2016

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## Introduction

As mentioned in a report last November, Engine 532 is clearly at the end of its service life and in need of significant repairs. Beyond concerns illustrated in the last report {2015 Apparatus Testing and Maintenance Review: 09 November 2015}, more issues have arisen with this vehicle that are clear detractors to its ability to provide fire protection in the Town of Lincoln. Those issues will be identified in the content contained herein.

## Identification, Specification and Use of Current Apparatus

Lincoln Fire Identification	PRCC Identifier	Year of Manufacture	Pump Capacity	Tank Capacity	Primary Use(s)
Engine 1 (Formerly Engine 4)	531	1992 (24 years)	1000 gpm	2500 Gal	Water Supply, Mutual Aid: Fire, Rescue
Engine 2	532	1997 (19 years)	1250 gpm	1000 Gal	Initial Fire Attack All Fire Response
Engine 3	533	2002 (14 years)	1500 gpm	1000 Gal	Water Supply, Rescue (vehicle, water, confined space)
Ladder 1 (100' Tower Ladder)	535	1990 (26 years)	1500 gpm	0 Gal	Rescue (water, confined space, elevated areas), Ventilation, Access
Tanker 1	534	1996 (20 years)	500 gpm	2000 Gal	Water Supply, Wildland Fires

### Summary of Mechanical Issues / Estimated Costs

In this section, repairs / maintenance needed will be illustrated.

#### - Pump Overhaul:

- Removal of heat pans, front and rear drive shafts, all air and water lines, and wiring.
- Removal of the pump drive chain case and lower water pump housing.
- Disassembly of lower water pump housing components.
- Inspection of lower water pump housing components for serviceability.
- Cleaning, sanding and filing of all critical surfaces.
- Replacing existing components with a new impeller shaft assembly (impeller wear rings, shaft, stuffing boxes, packing, updated front bearing & housing, gaskets and O-rings).
- Installation of all previously removed components that were removed for access to lower water pump housing.
- Removal, disassembly, cleaning, inspection, and reassembly of pressure relief valve & pilot valve.
- Rebuild of primer as needed - including removal, disassembling, cleaning of Primer, inspection of existing primer components for worn or damaged parts, and replacement of worn & damaged parts if necessary. Reassembly of primer and installation of primer into truck.
- Rebuild of tank suction and fill ball valves as needed - including removal of linkages, removal of both valves, disassembly, inspection of valve body and flanges for freeze damage, sanding and tiling of all necessary valve surfaces, installation of new ball valve kit(s), installation of rebuilt valve(s) into truck, and connection of previously removed linkages (ensuring full open and full close).

**ESTIMATED COST OF PUMP OVERHAUL REPAIRS ON LINCOLN E 2:**  
**\$14,366.25**

#### - Additional Estimate for Rebuilding Of the Pump Chain Case:

- Installing Waterous recommended updated design shifting gears to help prevent the possibility of grinding gears and not completing road to pump or pump to road shifts due to the new design pump shaft packing not allowing the coasting of the shaft to align the gears for proper engagement prior to placing the tuck transmission into drive or reverse.
- Includes removal, disassembly, inspection, cleaning, sanding, tiling, replacing all chain case bearings, seals, gaskets and shims, reassembly and installation into truck.

**ESTIMATE COST OF REBUILDING THE PUMP CHAIN CASE ON LINCOLN E 2:**  
**\$5,867.66**

- Master Drain & (4) Bleeder Drain Repairs

- Pump Master Drain Repair - including removal of existing master drain, disassembly of master drain, inspection of master drain components for serviceability, reassembly of master drain with new master drain kit and drain bracket, and installation of rebuilt master drain into apparatus.
- Bleeder Drain Repairs (left side intake, relief valve left rear discharge, & #2 discharge) - including removal of existing bleeder valve and installation of new Class I drain valves.

**ESTIMATED COST OF MASTER DRAIN AND BLEEDER DRAIN REPAIRS  
ON LINCOLN E 2:**

**\$759.80**

- Tasks Completed After All Repairs Have Been Completed:

- Complete test of all repaired system components as listed above.
- NFPA / ISO Pump Performance Test
- NFPA Dry Vacuum Test

**TOTAL ESTIMATE OF ALL FIREFIGHTING SYSTEMS REPAIRS AS DESCRIBED  
ABOVE FOR LINCOLN E 2:**

**\$20,993.71**

- Tires:

- The traction tires on the drive axle are in need of replacement. Estimated cost is **\$1500.00**; tires **will be purchased** in the next 7 to 10 days.

- Rear Fender Liners:

- The rear wheel wells are significantly rusted, to the point where the wheel well liners (keeps dirt / gravel / etc. from damaging underside of the fire body) actually fell onto the rear tires while driving down the road. Project is being worked on; Ramsay's Welding **will be completing** this work for approximately **\$1000.00**.

- Parking Brake System:

- While returning from a service call, the parking brake system developed a significant air leak. A technician was called to repair same, however parts were not available on a Saturday morning. The vehicle was placed out of service for 72 hours until repairs could be made. The repairs that were made are temporary, as it appears the parking brake system needs further attention.

- Body Condition

- Rust is definitely taking its toll on this vehicle. Clearly defined large holes are quite evident in several locations vehicle – wide.

**Options of Remediation**

Option 1: Make all necessary repairs to the chassis, body and fire suppression systems. As you can see from above, this option will have a known minimum cost of \$23,493.71. This total does not address the parking brake system, body work, or engine/transmission performance issues, and I would not dare to even speculate on a projected total cost to bring this vehicle up to standards. It should be noted the average value of a pumper similar to this in serviceable condition is approximately \$25,000 based upon research completed on the internet.

Option 2: Purchase a used pumping engine. There are many available on the used market, some with warranties some without. The concern however, especially with pumpers, is more times than not you are buying someone else's problems. In recent history, a number of our neighboring communities have purchased used pumpers, and typically wind up investing additional funding for repairs in order to ensure safety and serviceability. In a point of reverse thinking, consider that we could sell Engine 532 in order to have funds for a replacement AND so we aren't burdened with the issues this unit presents...

Option 3: Purchase a new pumping engine. While there are seemingly no limits to how much money you can spend on new fire apparatus, it should be abundantly clear that a pumper suitable for the mission of the Lincoln Fire Department could be obtained for between \$300,000 and \$350,000. This is a known fact, as there has been an ad hoc fire apparatus specification team working to plan for this very moment. Research that illustrates this option was done in preparation for the FEMA Assistance to Firefighters Grant Program.

## **Final Summary**

Engine 532, our current 'fire attack' engine, needs some serious attention to the point of needing replacement as soon as possible. We ask and expect a lot from this unit – it supports firefighters directly in the control and mitigation of fires and other hazardous conditions in Lincoln and Chester. Purchased new as a 'band aid' replacement for a much older and unserviceable pumper, Engine 532 now has itself become the epitome of the vehicle it replaced 18 years ago. A very serious discussion needs to be had regarding the future service of this vehicle, and quite soon. This vehicle is demonstrating pump issues that may very well not be exclusive to actual pump issues, but possible engine/transmission performance concerns as well.

With the amount of known work that this vehicle needs just to become fully mission capable being equal to and potentially greater than the vehicle is worth, my recommendation is to not invest any more revenue in repairs (with the exception of the rear tires, standard maintenance and rear fenders). Further, I suggest that the Town of Lincoln authorize the specification process to commence, and the purchase of a new pumper engine at the earliest time possible with a project cost not to exceed \$350,000. This would enhance the safety of the communities we serve, our firefighters, and the overall efficiency of the Lincoln Fire Department going into the future.

**TOWN COUNCIL**  
**AGENDA REQUEST**

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

Council Meeting Date: 09/12/2016	Today's Date: 08/24/2016
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Department: 0105 – Assessing

Department #: 0105

**Request:**  
To see if the Town Council will approve \$500.00 to come for undesignated fund balance to fund the 0105-0094 Property Transfers in the Assessing Budget. I requested the Registry stop sending copies of deeds to the Assessing Department effective 07/01/2016. I received a call with my second request to suspend the service that the Registry is required by Statute to send copies to Municipalities. I never checked the Registry to see if it would be a problem discontinuing this service because I was aware other municipalities were receiving digital copies of transfer from other Registries in the State for no cost. The registrar at Penobscot County does not provide this service.

Action Needed From Council: To approve \$500.00 to fund account 0094 in the Assessing Budget.

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 12, 2016	Today's Date: August 4, 2016
Department: Public Works/Finance	
Department #: 0406/0104	

**Request:**

Request to move \$10,800.00 from Unassigned Funds to cover the Storm Drain Maintenance and Cleaning. The maintenance started in FY16 with the intent of paying from the FY16 budget but we did not receive a bill in time to pay on FY16.

The funds remaining in the FY16 budget line items 0092 Storm Drain Maintenance and 0108 Contractual Services totaled \$14,722.57. These funds will be put into Unassigned Fund balance along with any other remaining funds from FY16.

Action Needed From Council: Approve Funds to be transferred from The Unassigned Fund balance.

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

### Expense Summary Report

Department(s): 0406 - 0406  
July to June

Account	Budget Original	Budget Adjustments	Budget Net	Unexpended Balance	Percent Spent
<b>0406 - PUBLIC WORKS</b>	<b>568,873.00</b>	<b>0.00</b>	<b>568,873.00</b>	<b>41,698.64</b>	<b>92.67</b>
0001 - WAGES	295,368.00	0.00	295,368.00	28,217.78	90.45
0002 - OVERTIME	39,231.00	0.00	39,231.00	7,160.46	81.75
0010 - PROFESSIONAL DEVELOPMENT	673.00	0.00	673.00	433.46	35.59
0012 - ADVERTISING/RECRUITMENT	0.00	0.00	0.00	-16.20	----
0024 - UNIFORMS	4,000.00	0.00	4,000.00	554.23	86.14
0027 - CONSUMABLE SUPPLIES	0.00	0.00	0.00	-19.95	----
0040 - VEHICLE FUEL	59,850.00	0.00	59,850.00	6,424.71	89.27
0041 - VEHICLE MAINTENANCE	38,000.00	0.00	38,000.00	-18,393.13	148.40
0043 - GENERAL SUPPLIES	25,000.00	0.00	25,000.00	1,623.67	93.51
0050 - MAINTENANCE BUILDINGS & G	1,500.00	0.00	1,500.00	-393.87	126.26
0068 - SAFETY COMPLIANCE	500.00	0.00	500.00	-214.09	142.82
0083 - SALT & CALCIUM	57,750.00	0.00	57,750.00	428.24	99.26
0084 - SAND	8,243.00	0.00	8,243.00	355.00	95.69
0085 - CULVERTS	5,000.00	0.00	5,000.00	-68.80	101.38
0086 - ROADWAY MAINTENANCE	6,240.00	0.00	6,240.00	296.60	95.25
0087 - TRAFFIC SIGNS/MARKERS	2,500.00	0.00	2,500.00	-719.23	128.77
0092 - STORM DRAIN MAINTENANCE	5,000.00	0.00	5,000.00	4,722.57	5.55
0096 - DRUG/ALCOHOL TESTING	1,018.00	0.00	1,018.00	549.94	45.98
0108 - CONTRACTUAL SERVICES	19,000.00	0.00	19,000.00	10,757.25	43.38
<b>Final Totals</b>	<b>568,873.00</b>	<b>0.00</b>	<b>568,873.00</b>	<b>41,698.64</b>	<b>92.67</b>

Line Items	Dept. Request	Manager Request	Budget Comm Request	Council Request
0086 ROADWAY MAINTENANCE	6,240	6,240	6,240	6,240
0087 TRAFFIC SIGNS/MARKER	2,500	2,500	2,500	2,500
0092 STORM DRAINS	10,000	10,000	5,000	5,000
<b>Total</b>				
<b>Total</b>				
<b>Total</b>				

Price	Tons	Dept. Request	Manager Request	Budget Comm	Council Request
\$ 104.00	60	\$ 6,240	\$ 6,240	\$ 6,240	\$ 6,240
	<b>Net Cost</b>	\$ 6,240	\$ 6,240	\$ 6,240	\$ 6,240

0086 ROADWAY MAINTENANCE  
Cold Patch

Dept. Request	Manager Request	Budget Comm	Council Request
\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500

0087 TRAFFIC SIGNS/MARKER  
Signs, Posts, and Caps

Dept. Request	Manager Request	Budget Comm	Council Request
\$ 10,000	\$ 10,000	\$ 5,000	\$ 5,000
\$ 10,000	\$ 10,000	\$ 5,000	\$ 5,000

0092 STORM DRAINS  
Replacement

**Line Item Narrative**

**Roadway Maintenance:** Cold patch is used for potholes that appear throughout the year, but mostly during the spring. It is impossible to know how many potholes we will need to patch next spring. The reduction in this line items is the elimination of repaving driveways after culverts are replaced, that will now be the homeowners responsibility.

**Traffic Signs:** Stop signs, yield, work area signs, barricades, street signs, and street sign parts.

**Storm drains:** Annual cleaning of half of our storm drains approximately 75-125 per year. Last year Shoem Road Services provided this service.

Public Works

Line Items	Last Year	Dept. Request	Manager Request	Budget Comm Request	Council Request
0096 DRUG /ALCOHOL TESTING	1,018	1,018	1,018	1,018	1,018
0108 CONTRACTUAL SERVICES	8,500	9,000	9,000	19,000	19,000
<b>Total</b>					

0108 CONTRACTUAL SERVICES

	Monthly Rental	Dept. Request	Manager Request	Budget Comm	Council Request
Storm Drain Cleaning	\$4,000	\$ 8,000	\$ 8,000	\$ 10,000	\$ 10,000
Excavator (2-Month Rental)		\$ 1,000	\$ 1,000	\$ 1,000	\$ 8,000
Special Equipment, i.e., Wood Chipper, Air Compressor, Jack Hammer, Sand Blaster		\$ 9,000	\$ 9,000	\$ 19,000	\$ 19,000

0096 DRUG /ALCOHOL TESTING

	PVA Fee	Test Cost	Tests	Dept. Request	Manager Request	Budget Comm	Council Request
Affiliated Health Care Annual Fee		\$ 175.00		\$ 175	\$ 175		
Drug Testing	\$33.00	\$ 60.45	4	\$ 374	\$ 374		
Alcohol Testing	\$43.75	\$ 40.45	4	\$ 337	\$ 337		
PVA Room fee		\$ 33.00	4	\$ 132	\$ 132		
<b>Line Item Narrative</b>				\$ 1,018	\$ 1,018	\$ 1,018	\$ 1,018

**Mandatory Drug & Alcohol Testing:** The Federal Omnibus Transportation Act requires the testing for each of our public works employees for each of the following conditions: pre-employment, post-accident, reasonable suspicion, random testing, and prior to returning to duty after a positive screening collection process (room rental). The drug test cost per employee \$60.35 and an alcohol test is \$43.75. PVH charges \$33 for drug

**Budget Committee Notes:**

**Professional Development:** Recommend Online training when available, some training is required to be hands on. Historical data on gallons used per vehicle, reduced price to \$3.80 Diesel and \$2.85 gas, and review in the fall. regular maint Vs unexpected maint. and new technology and how it affects MPG and Maint. to purchase new tools every year and cutting edges and how long they last.

**Calcium:** Does extend the life of gravel roads, should schedule calcium for gravel roads.

**Sand & Gravel:** \$2,932 is in TIF

**and Markers:** Policy should be: 1st sign free for private roads and road association pay for replacements. If damaged in an accident file and insurance claim.

**Vehicle Fuel:**

**Vehicle Maintenance:**

**General Supplies:** should not have Building Maintenance: use reserve account

**Traffic Signs**

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 12, 2016	Today's Date: August 10, 2016
Department: Police Department	
Department #: 0302	

**Request: To approve a request from Officer Josh McKechnie to live at 52 River Village Dr. Milford, Maine. Per the Town of Lincoln & Police Union Contract FY 2017, Article 33-Residency, officers are allowed to live within 30 aerial miles from the police department. This requires Town Council approval. (See attached request from Officer Josh McKechnie). Currently, the Town's Municipal Code Section 2002.1 states:**

**2002. Residency Ordinance<sup>102</sup>**

**2002.1 Residency Requirements** Employees appointed after May 12, 1999 to the Police, Fire or Public Works Department, and not already having a domicile within 15 road miles of the Lincoln Public Safety Building on 1 Adams Street, shall, within 12 months after being appointed, establish his or her permanent domicile and remain within 15 road miles of the Lincoln Public Safety Building during his or her employment with the Town. If residency requirements have been addressed in a collective bargaining agreement, the provisions of the agreement concerned, rather than this section, shall apply. Only the Town Council may grant a waiver of this requirement.

**If after the expiration of the 12 month period and the employee has not established a permanent domicile within 15 road miles of the Lincoln Public Safety Building, nor has the employee been granted a waiver from this requirement by the Lincoln Town Council, then the employee shall be dismissed from their employment effective immediately upon expiration of the period provided herein and in accordance with the Town's Personnel Rules and Regulations, Section 10, "Expectations, Corrective Action, and Terminations." This section is written in accordance with MRSA Title 30-A, § 2703 and Title 26 § 962. (See attached Section 2002.1 of the Town's Municipal Code).**

Action Needed From Council: To approve request made by Officer Josh McKechnie.

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: N/A	

# Town of Lincoln Maine

## Lincoln Police Department

Administration Assistant

Beth Jabs

Public Safety Director

Dan Summers

Police Department Sargent

Glenn Graef

To: Lincoln Town Council

CC: Chief Dan Summers

From: Officer Joshua W McKechnie

Dear, Town Council

I am writing a request to live in my new residence that is outside of the current charter limits. I moved into a new residence in Milford on August 1, 2016. My address is 52 River Village Dr. Milford, Maine.

Per the Police Department's FY 16 – FY 17 contract, Officers are allowed to live within 30 aerial miles from the Police Department pending the charter change. The 30 aerial miles is equal to 34.5 road miles and my new residence in Milford is 33.1 road miles from the Police Department.

I moved into Milford with my girlfriend as she works for Bangor Police Department. Milford is a central location for us and is within the new mile requirements. Once again this a request to live outside the charter limits pending the charter change and I thank you for your consideration.

Thank you.

Sincerely,

Officer Joshua McKechnie #205



**2002. Residency Ordinance<sup>102</sup>**

**2002.1 Residency Requirements**

Employees appointed after May 12, 1999 to the Police, Fire or Public Works Department, and not already having a domicile within 15 road miles of the Lincoln Public Safety Building on 1 Adams Street, shall, within 12 months after being appointed, establish his or her permanent domicile and remain within 15 road miles of the Lincoln Public Safety Building during his or her employment with the Town. If residency requirements have been addressed in a collective bargaining agreement, the provisions of the agreement concerned, rather than this section, shall apply. Only the Town Council may grant a waiver of this requirement.

If after the expiration of the 12 month period and the employee has not established a permanent domicile within 15 road miles of the Lincoln Public Safety Building, nor has the employee been granted a waiver from this requirement by the Lincoln Town Council, then the employee shall be dismissed from their employment effective immediately upon expiration of the period provided herein and in accordance with the Town's Personnel Rules and Regulations, Section 10, "Expectations, Corrective Action, and Terminations."

This section is written in accordance with MRSA Title 30-A, § 2703 and Title 26 § 962.

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<sup>102</sup> This Ordinance was enacted by the Lincoln Town Council on April 12, 1999, effective May 12, 1999.

Contract Year	0	1	2	3	4	5	6	7	8	9	10
7/1/2016	\$18.40	\$18.61	\$18.82	\$19.03	\$19.24	\$19.45	\$19.66	\$19.87	\$20.08	\$20.29	\$20.50

In accordance with MRSA 25§2804, law enforcement officers shall complete an employment probationary period that lasts for at least one year after graduation from the academy or the date the board waives the basic training requirement. The Public Safety Director may waive the MCJA & Probationary rate for new hires that are already academy trained by or certified by the Maine Criminal Justice Academy; however, in no such case may the probationary period be more than six months for the Academy trained employee.

### ARTICLE 32 - GENERAL PROVISIONS

- A. The Town shall provide a list of accumulated vacation, sick and PTO days for each employee quarterly.
- B. The Town shall give each present employee and each employee subsequently hired a copy of this contract.
- C. Any complaint against any member of the Police Department shall be in writing and signed by the person making the complaint, prior to any disciplinary action being taken.

### ARTICLE 33- RESIDENCY

Employees appointed after May 12, 1999 to the Police Department and not already having a domicile within 30 aerial\* miles of the Lincoln Public Safety Building on 1 Adams Street, shall, within 12 months after being appointed, establish his or her permanent domicile and remain within 30 aerial\* miles of the Lincoln Public Safety Building during his or her employment with the Town. Only the Town Council may grant a waiver of this requirement.

If after the expiration of the 12 month period the employee has not established a permanent domicile within 30 aerial\* miles of the Lincoln Public Safety Building, nor has the employee been granted a waiver from this requirement by the Lincoln Town Council, then the employee shall be dismissed from their employment effective immediately upon expiration of the period provided herein and in accordance with the Town's Personnel Rules and Regulations, Section 10, "Expectations, Corrective Action, and Terminations."

**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 12, 2016	Today's Date: September 6, 2016
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Department: Airport
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Department #:
---------------

**Request: To allow the Lincoln Chamber of Commerce to use the Hanger located at Runway 17 for their annual dinner on Oct 8, 2016.**

**NOTE: Airport Manager will provide traffic cones and barricades to the Chamber for the purpose of blocking off access to runway 17. No town employees will be involved with this function. The Chamber will also be responsible for obtaining permission to use the right of way from the river road to the sea plane base. AT NO TIME WILL VEHICLES BE ALLOWED TO ENTER THE RUNWAY OR APRON AREAS.**

Action Needed From Council: To approve
--

Is This Item Budgeted: No
Was This A Bid Process: <span style="float: right;">Lowest Bid:</span>
Is Public Hearing Required: No
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 12, 2016	Today's Date: September 6, 2016
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Department: Administration-Public Works

Department #:

**Request:**

Region III has asked the Town (Public Works) to assist them in their parking lot expansion project. The plan is to remove the grassed area and to abut the parking lot to the Library parking lot. Region III has stated the Library and Historical Society may use this parking lot when their lot is full.

The Town would be asked to:

1. Take and keep approximately 220 yards of loam from the site (\$3,300 value).
2. Install a silt fence on the project site.
3. Provide 440 yards of donated gravel from the water district pit and to spread it over the site.
4. Approximate cost to the Town is 4 trucks and men for 24 hours (\$4,700), use of town dozer (\$1,120)

Region III would do the following:

1. Contact Dig Safe to verify location of utilities.
2. Rent an excavator for the project to remove loam.
3. Purchase a silt fence (\$120 approx. cost).
4. Rent a roller and compact the area. (I believe the contractor will do the work)
5. Hot top the entire parking lot. (contracted)

**Action Needed From Council:**

**To authorize the use of Town equipment and Town employees to assist Region III to complete this project and to accept the approximate 220 cubic yards of loam for later use by the Town.**

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

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# MEMORANDUM

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**DATE:** August 25, 2016  
**TO:** Peggy Daigle, Town Manager  
**FROM:** David Lloyd, Public Works Director  
**RE:** Region III parking lot proposal.

I have been asked to compile quantities and prices on constructing a 170'x70 parking lot on Region III property that could possibly be used for additional parking by Library patrons. Last month I dug several test holes and determined that there is about 220-300 cubic yards of loam on site. The proposal would be that the public works crew could excavate the loam and 6 inches of clay type soils and replace with gravel and level, creating a parking area that could serve both Region III and the Library. Cost to do this project is listed below.

- 220 yards of loam which would be given to the Town for future use (\$3300).
- 440 yards of gravel from water district pit donated.
- \$4500 excavator rental one additional month PW contractual line item.(which would also be used on additional PW ditching projects). This project would only require about 1.5 days of excavator use. \$56.06 including operator and fuel.
- \$120 (4 rolls of silt fence)
- Roller rental would be donation from local contractor (Region III)
- \$4,700 (4 trucks for 24 hours including labor)
- \$1,120 dozer 16 hours

**Total \$10,440**

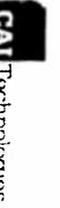
The Lincoln water District and Sanitary districts need to be contacted to verify that their utilities are deep enough to support the building of this parking area.



August 25, 2016

Lincoln, ME

1 inch = 67 Feet



CAI Technologies

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**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 12, 2016	Today's Date: August 10, 2016
Department: Fire Department	
Department #: 0304	

**Request: For the Town Council to discuss and enter into Mutual Aid/Fire Service Agreements for the following Towns; Town of Burlington, Town of Mattawamkeag, Town of Lee, Town of Lowell, Town of Passadumkeag, Town of Springfield, Town of Howland, Town of Enfield, and Town of Chester.**

Action Needed From Council: Discussion and authorization for the Town of Lincoln to enter into Mutual Aid/Fire Service agreements with the above mentioned towns.

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: N/A	

**MUTUAL AID AGREEMENT**  
**for**  
**FIREFIGHTING and JAWS-of-LIFE SERVICES**

This agreement is made by and between the **Town of Burlington** and the **Town of Lincoln**, each being a municipal corporation organized under the laws of the State of Maine (hereinafter respectively referred to as “Burlington” and “Lincoln”).

**PURPOSE**

The purpose of this agreement is to describe the terms and conditions under which Burlington and Lincoln will provide firefighting services to each other.

**DEFINITIONS**

In this agreement, unless the context otherwise dictates, the following terms or phrases shall have the following meaning:

**“Firefighting services”** means the personnel and equipment for preventing or extinguishing fires. This term does not include first responder, rescue or emergency medical services.

**“Burlington Fire Department”** means the organized firefighting unit established under the Town of Burlington charter, ordinance or bylaw to prevent and extinguish fires.

**“Firefighter”** means an employee or volunteer, whether full-time, part-time or on call, of the Burlington Fire Department, who aids in the extinguishment of fires or an individual who receives compensation from Burlington for aiding in the extinguishment of fires.

**“Lincoln Fire Department”** means the organized firefighting unit established under the Town of Lincoln charter, ordinance or bylaw to prevent and extinguish fires.

**“Jaws-of-Life Service”** means the equipment used for patient extrication from motor vehicles.

**TERM**

This agreement shall commence on the date of signing and will extend until June 30, 2018, and then be renewable annually thereafter, unless there is a written request from either party to review conditions for the continuation of this service. A thirty (30) day notice will be given by the party for this review.

**SERVICE PROVISIONS**

**A. Service Area:** The Burlington Fire Department will provide mutual fire aid to the entire Town of Lincoln just as the Lincoln Fire Department to the entire Town of Burlington in accordance with this contract and the provisions herein.

**B. Request for Fire Service:** The Burlington Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department. The request for service may include placing personnel and equipment on stand-by-alert status at a fire station or some other location within the municipalities.

**C. Request for Jaws-of-Life:** The Burlington Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department.

**D. Response to requests for service:** Each fire department shall respond to a request for service in a prompt and safe manner. If either fire department receives more than one request for service at the same time, the ranking officer of the fire department shall have sole discretion as to how its firefighters and equipment shall respond to the requests.

**E. Priority of Service:** The first and highest priority for each fire department shall be protection of persons and property within its own municipality. Each fire department is not required to respond to a request for assistance in the municipality if it is already responding to a request in its own municipality. Each fire department may recall any and all of its firefighters and equipment from responding to a request in the other municipality, in order to respond to a request in its own municipality.

**F. Retention of Equipment and Personnel:** Each fire department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.

**G. Incident Commander:** The incident commander shall be the Fire Chief or ranking officer of the fire department of the municipality in which an incident occurs. Both fire departments shall operate under the direction of the incident commander until dismissed by the incident commander. Each fire department shall supervise its own firefighters.

**H. Unavailability:** If either fire department is unable or unavailable to provide firefighting services requested by the other fire department, it shall immediately notify the Chief or the ranking officer of the requesting fire department.

**COMPENSATION**

Fire services provided by either fire department pursuant to this agreement shall be rendered without cost or reimbursement. In the event of a Maine State declared forest fire, the State shall make reimbursement to participating fire departments according to a state formula established by the Maine Department of Conservation, Bureau of Forestry.

**LIABILITY**

Burlington and Lincoln are each responsible for damage or loss of its own equipment, except for damage or loss caused by the negligence or fault of the other party.

**INSURANCE**

Burlington and Lincoln shall each provide workers' compensation insurance to cover its own personnel for compensable injuries arising out of services rendered under this Agreement

Burlington and Lincoln will each maintain sufficient liability insurance on its vehicles and other liability insurance consistent with the limits on liability in the Maine Tort Claims Act.

**TERMINATION**

Either party, for any reason, upon thirty (30) days written notice to the other party may terminate this agreement.

**MISCELLANEOUS**

**ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties hereto with regard to the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which together will constitute but one and the same instrument.

**MODIFICATION:** This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

**GOVERNING LAW:** This Agreement will be construed, interpreted and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts of laws provisions

IN WITNESS OF, the parties to this agreement have executed the same this \_\_\_\_\_  
day of \_\_\_\_\_, 2016 and hereunto set our hands.

**TOWN OF BURLINGTON**

By: \_\_\_\_\_  
Chair

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

**TOWN OF LINCOLN**

By: \_\_\_\_\_  
Town Manager

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

**MUTUAL AID AGREEMENT**  
**for**  
**FIREFIGHTING and JAWS-of-LIFE SERVICES**

This agreement is made by and between the **Town of Howland** and the **Town of Lincoln**, each being a municipal corporation organized under the laws of the State of Maine (hereinafter respectively referred to as "Howland" and "Lincoln").

**PURPOSE**

The purpose of this agreement is to describe the terms and conditions under which Howland and Lincoln will provide firefighting services to each other.

**DEFINITIONS**

In this agreement, unless the context otherwise dictates, the following terms or phrases shall have the following meaning:

**"Firefighting services"** means the personnel and equipment for preventing or extinguishing fires. This term does not include first responder, rescue or emergency medical services.

**"Howland Fire Department"** means the organized firefighting unit established under the Town of Howland charter, ordinance or bylaw to prevent and extinguish fires.

**"Firefighter"** means an employee or volunteer, whether full-time, part-time or on call, of the Howland Fire Department, who aids in the extinguishment of fires or an individual who receives compensation from Howland for aiding in the extinguishment of fires.

**"Lincoln Fire Department"** means the organized firefighting unit established under the Town of Lincoln charter, ordinance or bylaw to prevent and extinguish fires.

**"Jaws-of-Life Service"** means the equipment used for patient extrication from motor vehicles.

**TERM**

This agreement shall commence on the date of signing and will extend until June 30, 2017, and then be renewable annually thereafter, unless there is a written request from either party to review conditions for the continuation of this service. A thirty (30) day notice will be given by the party for this review.

**SERVICE PROVISIONS**

- A. Service Area:** The Howland Fire Department will provide mutual fire aid to the entire Town of Lincoln just as the Lincoln Fire Department to the entire Town of Howland in accordance with this contract and the provisions herein. Further, the Lincoln Fire Department will provide mutual aid services for the Howland Fire Department within the Town of Enfield (outside of the area of Enfield already contracted with Lincoln Fire Department) for compensation as listed below under **Compensation**.
- B. Request for Fire Service:** The Howland Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department. The request for service may include placing personnel and equipment on stand-by-alert status at a fire station or some other location within the municipalities.
- C. Request for Jaws-of-Life:** The Howland Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department.
- D. Response to requests for service:** Each fire department shall respond to a request for service in a prompt and safe manner. If either fire department receives more than one request for service at the same time, the ranking officer of the fire department shall have sole discretion as to how its firefighters and equipment shall respond to the requests.
- E. Priority of Service:** The first and highest priority for each fire department shall be protection of persons and property within its own municipality. Each fire department is not required to respond to a request for assistance in the municipality if it is already responding to a request in its own municipality. Each fire department may recall any and all of its firefighters and equipment from responding to a request in the other municipality, in order to respond to a request in its own municipality.
- F. Retention of Equipment and Personnel:** Each fire department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.
- G. Incident Commander:** The incident commander shall be the Fire Chief or ranking officer of the fire department of the municipality in which an incident occurs. Both fire departments shall operate under the direction of the incident commander until dismissed by the incident commander. Each fire department shall supervise its own firefighters.
- H. Unavailability:** If either fire department is unable or unavailable to provide firefighting services requested by the other fire department, it shall immediately notify the Chief or the ranking officer of the requesting fire department.

**COMPENSATION**

Fire services provided by either fire department pursuant to this agreement shall be rendered without cost or reimbursement within the borders of Lincoln or Howland. In the event of a Lincoln Fire Department response to a mutual aid call to Enfield to assist the Howland Fire Department, the Town of Howland agrees to compensate the Town of Lincoln in the amount of \$3000.00 annually, on or before October 1. In the event of a Maine State declared forest fire, the State shall make reimbursement to participating fire departments according to a state formula established by the Maine Department of Conservation, Bureau of Forestry.

**LIABILITY**

Howland and Lincoln are each responsible for damage or loss of its own equipment, except for damage or loss caused by the negligence or fault of the other party.

**INSURANCE**

Howland and Lincoln shall each provide workers' compensation insurance to cover its own personnel for compensable injuries arising out of services rendered under this Agreement

Howland and Lincoln will each maintain sufficient liability insurance on its vehicles and other liability insurance consistent with the limits on liability in the Maine Tort Claims Act.

**TERMINATION**

Either party, for any reason, upon thirty (30) days written notice to the other party may terminate this agreement.

**MISCELLANEOUS**

**ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties hereto with regard to the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which together will constitute but one and the same instrument.

**MODIFICATION:** This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

GOVERNING LAW: This Agreement will be construed, interpreted and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts of laws provisions

IN WITNESS OF, the parties to this agreement have executed the same this \_\_\_\_\_ day of \_\_\_\_\_, 2016 and hereunto set our hands.

**TOWN OF HOWLAND**

By: \_\_\_\_\_  
Chair

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

**TOWN OF LINCOLN**

By: \_\_\_\_\_  
Chair

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

**SERVICE PROVISION AGREEMENT**  
**for**  
**FIREFIGHTING and JAWS-of-LIFE SERVICES**

This service provision agreement is made by and between the **Town of Lincoln** and the **Town of Enfield**, each being a municipal corporation organized under the laws of the State of Maine (hereinafter respectively referred to as "Lincoln" and "Enfield").

**I. PURPOSE**

The purpose of this agreement is to describe the terms and conditions under which Lincoln will provide firefighting and Jaws-of-Life services to Enfield.

**II. DEFINITIONS**

In this agreement, unless the context otherwise dictates, the following terms or phrases shall have the following meaning:

**"Firefighting Services"** means the personnel and equipment for extinguishing fires. This term does not include first responder, rescue or emergency medical services.

**"Lincoln Fire Department"** means the organized firefighting unit established under the Town of Lincoln charter, ordinance or bylaw to prevent and extinguish fires.

**"Firefighter"** means an employee or volunteer, whether full-time, part-time or on call, of the Lincoln Municipal Fire Department, who aids in the extinguishment of fires or an individual who receives compensation from Lincoln for aiding in the extinguishment of fires.

**"Jaws-of-Life Service"** means the equipment used for patient extrication from motor vehicles.

**III. TERM**

This agreement shall commence on the date of signing and will extend until June 30, 2017, and then be renewable annually thereafter, unless there is a written request from either party to review conditions for the continuation of this service. A sixty (60) day notice will be given by the party for this review.

**IV. SERVICE PROVISIONS**

**A. Service Area:** The Lincoln Fire Department will be the primary firefighting service provider for the area of Enfield along Route 155 beginning and including the residence currently owned or occupied by **Thomas Robinson (currently, LAT 45° 17' 2.7"N, LONG 68° 33' 37"W)** and running north to the Lincoln / Enfield boundary; and the area around Cold Stream Pond formerly known as fire lanes 1A and 1B off the Millett-Mallet Road, and currently known as the Lemay Road and the Dudley Road. A fire department other than Lincoln will be the primary firefighting service provider for all other areas in Enfield.

- B. Request for Fire Service:** The Lincoln Fire Department will respond only to areas of Enfield as outlined above. The fire department that is under current agreement to provide services to the remaining areas of Enfield. However, the Lincoln Fire Department shall provide services to Enfield when requested by the Fire Chief or the ranking officer of the otherwise contracted Fire Department. The request for service may **NOT** include placing personnel and equipment on stand-by-alert status at a fire station or some other location within the municipalities.
- C. Request for Jaws-of-Life:** Once a request is made for the Jaws of Life by the otherwise contracted Fire Chief, or another official member of the contracted Fire Department, the Lincoln Fire Department shall respond with the fire apparatus that houses the Jaws of Life equipment and a crew to affect rescue. It is expected and accepted that the requesting Fire Department may have Jaws-of-Life trained crew on scene that may assist the Lincoln Fire Department crew under the direction of the Lincoln Fire Department incident manager.
- D. Response to requests for service:** The Lincoln Fire Department shall respond to a request for service in a prompt and safe manner. If the Lincoln Fire Department receives more than one request for service at the same time, the ranking officer of the Lincoln Fire Department shall have sole discretion as to how its firefighters and equipment shall respond to the requests.
- E. Priority of Service:** The first and highest priority for the Lincoln Fire Department shall be protection of persons and property within its own municipality. The Lincoln Fire Department is not required to respond to a request for assistance in Enfield if it is already responding to or operating at a request for service in Lincoln. The Lincoln Fire Department may recall any and all of its firefighters and equipment from responding to or operating at an incident in Enfield in order to respond to a request in its own municipality.
- F. Retention of Equipment and Personnel:** Lincoln Fire Department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.
- G. Incident Commander:** When the Lincoln Fire Department responds to an aid request from the otherwise contracted Fire Department, the ranking officer of the contracted Fire Department shall be the incident commander. For incidents that occur in the geographically assigned area that is contracted to the Lincoln Fire Department, the ranking officer of the Lincoln Fire Department shall be the incident commander. All fire departments shall operate under the direction of the incident commander until dismissed by the incident commander. Each fire department shall supervise its own firefighters. The Lincoln Fire Department shall be dismissed as soon as practical by the incident commander from the scene of any incident to which it responds.
- H. Unavailability:** If the Lincoln Fire Department is unable or unavailable to provide firefighting services requested by the other fire department, it shall immediately notify the Chief or the ranking officer of the otherwise contracted Fire Department.
- I. State Fire Marshall Notice:** The Lincoln Fire Department shall notify the State of Maine Fire Marshall whenever appropriate or required by law.

V. COMPENSATION

**A. Inside of Primary Service Area:** On an annual basis, Enfield shall compensate Lincoln upfront for fire and jaw-of-life services based on a per capita equal to 2/3 (two-thirds) of the actual cost of the same services that are provided to Lincoln residents. Enfield's per capita charge is equal to 2/3 of the sum of operations, capital, building, and employee benefits divided by Lincoln's population. For example, the following expenses are representative of Lincoln's FY '17 expenses: Operations = \$407,477; Capital = \$77,000; Building = \$2,825; Debt Service = \$2,257; and Benefits = \$107,963; TIF; \$58,255; EMS = \$20,000. When added, this equals \$657,777, divided by Lincoln's population (5,085), resulting in a per capita cost of \$129.35 for Lincoln residents, 2/3 of this amount equals \$86.22 per capita for Enfield residents. Enfield's annual cost, based upon the above information, would be a population of (57) multiplied by \$86.22 (per capita), which equals \$4,914.54. This sum will be annually adjusted to reflect Lincoln's cost and changes in population for either town.

Upon payment, there will be no charges for firefighting equipment, fire personnel, or Jaws – of – Life equipment by Lincoln.

**B. Mutual Aid within Primary Service Area:** The Town of Lincoln is not responsible for any fees or damages to non-Lincoln equipment that is requested to respond to Enfield. By signing this agreement, Enfield officials also authorize the Lincoln Fire Department incident commander to request mutual aid as needed. Enfield may negotiate in advance for fees or charges from other communities asked to assist Lincoln to provide fire suppression services.

**C. Outside Service Area:** Outside of the service area, details have been negotiated and agreed upon with the Town of Howland and the Howland Fire Department to provide assistance when called by the Howland Fire Department.

*Inflationary agreement: Manpower rates will be adjusted in accordance with the Union Contracts, which are available for inspection upon request. The equipment costs will be adjusted prior to any future agreements that are negotiated.*

VI. TERMINATION

This agreement may be terminated by any party for any reason upon sixty (60) days written notice to the other parties. If Lincoln terminates this agreement prior to the years end, the Lincoln Town Council shall vote to consider what refund, if any, from Lincoln to Enfield, and on a pro-rated basis, will be made.

**VII. MISCELLANEOUS**

**ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties hereto with regard to the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which together will constitute but one and the same instrument.

**FOREST FIRES:** The Town of Lincoln is not responsible for any costs charged to Enfield from other agencies, i.e. Maine Forest Service or contracted services to assist with the extinguishment of forest fires. In the event Lincoln responds to a forest fire in Enfield, and additional manpower/equipment is necessary, Enfield must first authorize the request.

**RESIDENTIAL & BUSINESS INSPECTIONS:** At the Public Safety Director's discretion, and based upon availability, Lincoln fire personnel will be allowed to conduct residential and business inspections with no charge, in the primary response area.

**EXTRA EQUIPMENT:** The Town of Lincoln is not responsible for any equipment or labor requested to aid in the extinguishment of a fire.

**COMMUNICATIONS:** It is the Town of Enfield's responsibility to supply the Lincoln Fire Department with emergency phone numbers and contacts of those who may be contacted, and who are authorized, to approve additional equipment expenses.

**AREA MAPS:** Upon contract signing, Enfield will supply Lincoln Fire Department an updated, official town map within thirty (30) days. Said maps shall delineate residential, commercial and industrial buildings, have street names and numbers to identify locations. Enfield will supply Lincoln with revisions as necessary.

**MODIFICATION:** This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

**SEVERABILITY:** The invalidity or unenforceability of any particular provision of this agreement will not affect the other provisions hereof, and this agreement will be construed in all respects as if such invalid or unenforceable provisions were omitted.

**GOVERNING LAW:** This Agreement will be construed, interpreted and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts of laws provisions.

**VIII. RATIFICATION:**

*Service Provision Agreement*

IN WITNESS OF, the parties to this agreement have executed the same this \_\_\_\_\_ day of \_\_\_\_\_, 2016 and hereunto set our hands.

**TOWN OF LINCOLN**

By: \_\_\_\_\_  
Town Manager

By: \_\_\_\_\_  
Lincoln Town Clerk (Witness)

Dated: \_\_\_\_\_

**TOWN OF ENFIELD**

By: \_\_\_\_\_  
1<sup>st</sup> Selectman

By: \_\_\_\_\_  
2<sup>nd</sup> Selectman

By: \_\_\_\_\_  
3<sup>rd</sup> Selectman

\_\_\_\_\_  
Enfield Town Clerk as Witness

Dated: \_\_\_\_\_

**MUTUAL AID AGREEMENT**  
**for**  
**FIREFIGHTING and JAWS-of-LIFE SERVICES**

This agreement is made by and between the **Town of Mattawamkeag** and the **Town of Lincoln**, each being a municipal corporation organized under the laws of the State of Maine (hereinafter respectively referred to as “Mattawamkeag” and “Lincoln”).

**PURPOSE**

The purpose of this agreement is to describe the terms and conditions under which Mattawamkeag and Lincoln will provide firefighting services to each other.

**DEFINITIONS**

In this agreement, unless the context otherwise dictates, the following terms or phrases shall have the following meaning:

**“Firefighting services”** means the personnel and equipment for preventing or extinguishing fires. This term does not include first responder, rescue or emergency medical services.

**“Mattawamkeag Fire Department”** means the organized firefighting unit established under the Town of Mattawamkeag charter, ordinance or bylaw to prevent and extinguish fires.

**“Firefighter”** means an employee or volunteer, whether full-time, part-time or on call, of the Mattawamkeag Fire Department, who aids in the extinguishment of fires or an individual who receives compensation from Mattawamkeag for aiding in the extinguishment of fires.

**“Lincoln Fire Department”** means the organized firefighting unit established under the Town of Lincoln charter, ordinance or bylaw to prevent and extinguish fires.

**“Jaws-of-Life Service”** means the equipment used for patient extrication from motor vehicles.

**TERM**

This agreement shall commence on the date of signing and will extend until June 30, 2018, and then be renewable annually thereafter, unless there is a written request from either party to review conditions for the continuation of this service. A thirty (30) day notice will be given by the party for this review.

**SERVICE PROVISIONS**

- A. Service Area:** The Mattawamkeag Fire Department will provide mutual fire aid to the entire Town of Lincoln just as the Lincoln Fire Department to the entire Town of Mattawamkeag in accordance with this contract and the provisions herein.
- B. Request for Fire Service:** The Mattawamkeag Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department. The request for service may include placing personnel and equipment on stand-by-alert status at a fire station or some other location within the municipalities.
- C. Request for Jaws-of-Life:** The Lincoln Fire Department shall provide services to Mattawamkeag when requested by the Fire Chief or the ranking officer of the fire department.
- D. Response to requests for service:** Each fire department shall respond to a request for service in a prompt and safe manner. If either fire department receives more than one request for service at the same time, the ranking officer of the fire department shall have sole discretion as to how its firefighters and equipment shall respond to the requests.
- E. Priority of Service:** The first and highest priority for each fire department shall be protection of persons and property within its own municipality. Each fire department is not required to respond to a request for assistance in the municipality if it is already responding to a request in its own municipality. Each fire department may recall any and all of its firefighters and equipment from responding to a request in the other municipality, in order to respond to a request in its own municipality.
- F. Retention of Equipment and Personnel:** Each fire department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.
- G. Incident Commander:** The incident commander shall be the Fire Chief or ranking officer of the fire department of the municipality in which an incident occurs. Both fire departments shall operate under the direction of the incident commander until dismissed by the incident commander. Each fire department shall supervise its own firefighters.
- H. Unavailability:** If either fire department is unable or unavailable to provide firefighting services requested by the other fire department, it shall immediately notify the Chief or the ranking officer of the requesting fire department.

**COMPENSATION**

Fire services provided by either fire department pursuant to this agreement shall be rendered without cost or reimbursement. In the event of a Maine State declared forest fire, the State shall make reimbursement to participating fire departments according to a state formula established by the Maine Department of Conservation, Bureau of Forestry.

**LIABILITY**

Mattawamkeag and Lincoln are each responsible for damage or loss of its own equipment, except for damage or loss caused by the negligence or fault of the other party.

**INSURANCE**

Mattawamkeag and Lincoln shall each provide workers' compensation insurance to cover its own personnel for compensable injuries arising out of services rendered under this Agreement

Mattawamkeag and Lincoln will each maintain sufficient liability insurance on its vehicles and other liability insurance consistent with the limits on liability in the Maine Tort Claims Act.

**TERMINATION**

Either party, for any reason, upon thirty (30) days written notice to the other party may terminate this agreement.

**MISCELLANEOUS**

**ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties hereto with regard to the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which together will constitute but one and the same instrument.

**MODIFICATION:** This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

GOVERNING LAW: This Agreement will be construed, interpreted and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts of laws provisions

IN WITNESS OF, the parties to this agreement have executed the same this \_\_\_\_\_ day of \_\_\_\_\_, 2016 and hereunto set our hands.

**TOWN OF MATTAWAMKEAG**

**TOWN OF LINCOLN**

By: \_\_\_\_\_  
Chair

By: \_\_\_\_\_  
Town Manager

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

**MUTUAL AID AGREEMENT**  
**for**  
**FIREFIGHTING and JAWS-of-LIFE SERVICES**

This agreement is made by and between the **Town of Lowell** and the **Town of Lincoln**, each being a municipal corporation organized under the laws of the State of Maine (hereinafter respectively referred to as “Lowell” and “Lincoln”).

**PURPOSE**

The purpose of this agreement is to describe the terms and conditions under which Lowell and Lincoln will provide firefighting services to each other.

**DEFINITIONS**

In this agreement, unless the context otherwise dictates, the following terms or phrases shall have the following meaning:

“**Firefighting services**” means the personnel and equipment for preventing or extinguishing fires. This term does not include first responder, rescue or emergency medical services.

“**Lowell Fire Department**” means the organized firefighting unit established under the Town of Lowell charter, ordinance or bylaw to prevent and extinguish fires.

“**Firefighter**” means an employee or volunteer, whether full-time, part-time or on call, of the Lowell Fire Department, who aids in the extinguishment of fires or an individual who receives compensation from Lowell for aiding in the extinguishment of fires.

“**Lincoln Fire Department**” means the organized firefighting unit established under the Town of Lincoln charter, ordinance or bylaw to prevent and extinguish fires.

“**Jaws-of-Life Service**” means the equipment used for patient extrication from motor vehicles.

**TERM**

This agreement shall commence on the date of signing and will extend until June 30, 2018, and then be renewable annually thereafter, unless there is a written request from either party to review conditions for the continuation of this service. A thirty (30) day notice will be given by the party for this review.

**SERVICE PROVISIONS**

- A. Service Area:** The Lowell Fire Department will provide mutual fire aid to the entire Town of Lincoln just as the Lincoln Fire Department to the entire Town of Lowell in accordance with this contract and the provisions herein.
- B. Request for Fire Service:** The Lowell Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department. The request for service may include placing personnel and equipment on stand-by-alert status at a fire station or some other location within the municipalities.
- C. Request for Jaws-of-Life:** The Lowell Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department.
- D. Response to requests for service:** Each fire department shall respond to a request for service in a prompt and safe manner. If either fire department receives more than one request for service at the same time, the ranking officer of the fire department shall have sole discretion as to how its firefighters and equipment shall respond to the requests.
- E. Priority of Service:** The first and highest priority for each fire department shall be protection of persons and property within its own municipality. Each fire department is not required to respond to a request for assistance in the municipality if it is already responding to a request in its own municipality. Each fire department may recall any and all of its firefighters and equipment from responding to a request in the other municipality, in order to respond to a request in its own municipality.
- F. Retention of Equipment and Personnel:** Each fire department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.
- G. Incident Commander:** The incident commander shall be the Fire Chief or ranking officer of the fire department of the municipality in which an incident occurs. Both fire departments shall operate under the direction of the incident commander until dismissed by the incident commander. Each fire department shall supervise its own firefighters.
- H. Unavailability:** If either fire department is unable or unavailable to provide firefighting services requested by the other fire department, it shall immediately notify the Chief or the ranking officer of the requesting fire department.

**COMPENSATION**

Fire services provided by either fire department pursuant to this agreement shall be rendered without cost or reimbursement. In the event of a Maine State declared forest fire, the State shall make reimbursement to participating fire departments according to a state formula established by the Maine Department of Conservation, Bureau of Forestry.

**LIABILITY**

Lowell and Lincoln are each responsible for damage or loss of its own equipment, except for damage or loss caused by the negligence or fault of the other party.

**INSURANCE**

Lowell and Lincoln shall each provide workers' compensation insurance to cover its own personnel for compensable injuries arising out of services rendered under this Agreement

Lowell and Lincoln will each maintain sufficient liability insurance on its vehicles and other liability insurance consistent with the limits on liability in the Maine Tort Claims Act.

**TERMINATION**

Either party, for any reason, upon thirty (30) days written notice to the other party may terminate this agreement.

**MISCELLANEOUS**

ENTIRE AGREEMENT: This agreement constitutes the entire agreement between the parties hereto with regard to the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which together will constitute but one and the same instrument.

MODIFICATION: This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

GOVERNING LAW: This Agreement will be construed, interpreted and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts of laws provisions

IN WITNESS OF, the parties to this agreement have executed the same this \_\_\_\_\_  
day of \_\_\_\_\_, 2016 and hereunto set our hands.

**TOWN OF LOWELL**

By: \_\_\_\_\_  
Chair

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

**TOWN OF LINCOLN**

By: \_\_\_\_\_  
Town Manager

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

**MUTUAL AID AGREEMENT**  
**for**  
**FIREFIGHTING and JAWS-of-LIFE SERVICES**

This agreement is made by and between the **Town of Lee** and the **Town of Lincoln**, each being a municipal corporation organized under the laws of the State of Maine (hereinafter respectively referred to as “Lee” and “Lincoln”).

**PURPOSE**

The purpose of this agreement is to describe the terms and conditions under which Lee and Lincoln will provide firefighting services to each other.

**DEFINITIONS**

In this agreement, unless the context otherwise dictates, the following terms or phrases shall have the following meaning:

**“Firefighting services”** means the personnel and equipment for preventing or extinguishing fires. This term does not include first responder, rescue or emergency medical services.

**“Lee Fire Department”** means the organized firefighting unit established under the Town of Lee charter, ordinance or bylaw to prevent and extinguish fires.

**“Firefighter”** means an employee or volunteer, whether full-time, part-time or on call, of the Lee Fire Department, who aids in the extinguishment of fires or an individual who receives compensation from Lee for aiding in the extinguishment of fires.

**“Lincoln Fire Department”** means the organized firefighting unit established under the Town of Lincoln charter, ordinance or bylaw to prevent and extinguish fires.

**“Jaws-of-Life Service”** means the equipment used for patient extrication from motor vehicles.

**TERM**

This agreement shall commence on the date of signing and will extend until June 30, 2018, and then be renewable annually thereafter, unless there is a written request from either party to review conditions for the continuation of this service. A thirty (30) day notice will be given by the party for this review.

**SERVICE PROVISIONS**

- A. Service Area:** The Lee Fire Department will provide mutual fire aid to the entire Town of Lincoln just as the Lincoln Fire Department to the entire Town of Lee in accordance with this contract and the provisions herein.
- B. Request for Fire Service:** The Lee Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department. The request for service may include placing personnel and equipment on stand-by-alert status at a fire station or some other location within the municipalities.
- C. Request for Jaws-of-Life:** The Lee Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department.
- D. Response to requests for service:** Each fire department shall respond to a request for service in a prompt and safe manner. If either fire department receives more than one request for service at the same time, the ranking officer of the fire department shall have sole discretion as to how its firefighters and equipment shall respond to the requests.
- E. Priority of Service:** The first and highest priority for each fire department shall be protection of persons and property within its own municipality. Each fire department is not required to respond to a request for assistance in the municipality if it is already responding to a request in its own municipality. Each fire department may recall any and all of its firefighters and equipment from responding to a request in the other municipality, in order to respond to a request in its own municipality.
- F. Retention of Equipment and Personnel:** Each fire department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.
- G. Incident Commander:** The incident commander shall be the Fire Chief or ranking officer of the fire department of the municipality in which an incident occurs. Both fire departments shall operate under the direction of the incident commander until dismissed by the incident commander. Each fire department shall supervise its own firefighters.
- H. Unavailability:** If either fire department is unable or unavailable to provide firefighting services requested by the other fire department, it shall immediately notify the Chief or the ranking officer of the requesting fire department.

**COMPENSATION**

Fire services provided by either fire department pursuant to this agreement shall be rendered without cost or reimbursement. In the event of a Maine State declared forest fire, the State shall make reimbursement to participating fire departments according to a state formula established by the Maine Department of Conservation, Bureau of Forestry.

**LIABILITY**

Lee and Lincoln are each responsible for damage or loss of its own equipment, except for damage or loss caused by the negligence or fault of the other party.

**INSURANCE**

Lee and Lincoln shall each provide workers' compensation insurance to cover its own personnel for compensable injuries arising out of services rendered under this Agreement

Lee and Lincoln will each maintain sufficient liability insurance on its vehicles and other liability insurance consistent with the limits on liability in the Maine Tort Claims Act.

**TERMINATION**

Either party, for any reason, upon thirty (30) days written notice to the other party may terminate this agreement.

**MISCELLANEOUS**

**ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties hereto with regard to the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which together will constitute but one and the same instrument.

**MODIFICATION:** This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

**GOVERNING LAW:** This Agreement will be construed, interpreted and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts of laws provisions

IN WITNESS OF, the parties to this agreement have executed the same this \_\_\_\_\_ day of \_\_\_\_\_, 2016 and hereunto set our hands.

**TOWN OF LEE**

**TOWN OF LINCOLN**

By: \_\_\_\_\_  
Chair

By: \_\_\_\_\_  
Town Manager

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

**MUTUAL AID AGREEMENT**  
**for**  
**FIREFIGHTING and JAWS-of-LIFE SERVICES**

This agreement is made by and between the **Town of Passadumkeag** and the **Town of Lincoln**, each being a municipal corporation organized under the laws of the State of Maine (hereinafter respectively referred to as “Passadumkeag” and “Lincoln”).

**PURPOSE**

The purpose of this agreement is to describe the terms and conditions under which Passadumkeag and Lincoln will provide firefighting services to each other.

**DEFINITIONS**

In this agreement, unless the context otherwise dictates, the following terms or phrases shall have the following meaning:

**“Firefighting services”** means the personnel and equipment for preventing or extinguishing fires. This term does not include first responder, rescue or emergency medical services.

**“Passadumkeag Fire Department”** means the organized firefighting unit established under the Town of Passadumkeag charter, ordinance or bylaw to prevent and extinguish fires.

**“Firefighter”** means an employee or volunteer, whether full-time, part-time or on call, of the Passadumkeag Fire Department, who aids in the extinguishment of fires or an individual who receives compensation from Passadumkeag for aiding in the extinguishment of fires.

**“Lincoln Fire Department”** means the organized firefighting unit established under the Town of Lincoln charter, ordinance or bylaw to prevent and extinguish fires.

**“Jaws-of-Life Service”** means the equipment used for patient extrication from motor vehicles.

**TERM**

This agreement shall commence on the date of signing and will extend until June 30, 2018, and then be renewable annually thereafter, unless there is a written request from either party to review conditions for the continuation of this service. A thirty (30) day notice will be given by the party for this review.

**SERVICE PROVISIONS**

- A. Service Area:** The Passadumkeag Fire Department will provide mutual fire aid to the entire Town of Lincoln just as the Lincoln Fire Department to the entire Town of Passadumkeag in accordance with this contract and the provisions herein.
- B. Request for Fire Service:** The Passadumkeag Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department. The request for service may include placing personnel and equipment on stand-by-alert status at a fire station or some other location within the municipalities.
- C. Request for Jaws-of-Life:** The Lincoln Fire Department shall provide services to Passadumkeag when requested by the Fire Chief or the ranking officer of the fire department.
- D. Response to requests for service:** Each fire department shall respond to a request for service in a prompt and safe manner. If either fire department receives more than one request for service at the same time, the ranking officer of the fire department shall have sole discretion as to how its firefighters and equipment shall respond to the requests.
- E. Priority of Service:** The first and highest priority for each fire department shall be protection of persons and property within its own municipality. Each fire department is not required to respond to a request for assistance in the municipality if it is already responding to a request in its own municipality. Each fire department may recall any and all of its firefighters and equipment from responding to a request in the other municipality, in order to respond to a request in its own municipality.
- F. Retention of Equipment and Personnel:** Each fire department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.
- G. Incident Commander:** The incident commander shall be the Fire Chief or ranking officer of the fire department of the municipality in which an incident occurs. Both fire departments shall operate under the direction of the incident commander until dismissed by the incident commander. Each fire department shall supervise its own firefighters.
- H. Unavailability:** If either fire department is unable or unavailable to provide firefighting services requested by the other fire department, it shall immediately notify the Chief or the ranking officer of the requesting fire department.

**COMPENSATION**

Fire services provided by either fire department pursuant to this agreement shall be rendered without cost or reimbursement. In the event of a Maine State declared forest fire, the State shall make reimbursement to participating fire departments according to a state formula established by the Maine Department of Conservation, Bureau of Forestry.

**LIABILITY**

Passadumkeag and Lincoln are each responsible for damage or loss of its own equipment, except for damage or loss caused by the negligence or fault of the other party.

**INSURANCE**

Passadumkeag and Lincoln shall each provide workers' compensation insurance to cover its own personnel for compensable injuries arising out of services rendered under this Agreement

Passadumkeag and Lincoln will each maintain sufficient liability insurance on its vehicles and other liability insurance consistent with the limits on liability in the Maine Tort Claims Act.

**TERMINATION**

Either party, for any reason, upon thirty (30) days written notice to the other party may terminate this agreement.

**MISCELLANEOUS**

**ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties hereto with regard to the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which together will constitute but one and the same instrument.

**MODIFICATION:** This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

GOVERNING LAW: This Agreement will be construed, interpreted and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts of laws provisions

IN WITNESS OF, the parties to this agreement have executed the same this \_\_\_\_\_ day of \_\_\_\_\_, 2016 and hereunto set our hands.

**TOWN OF PASSADUMKEAG**

**TOWN OF LINCOLN**

By: \_\_\_\_\_  
Chair

By: \_\_\_\_\_  
Town Manager

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

**MUTUAL AID AGREEMENT**  
**for**  
**FIREFIGHTING and JAWS-of-LIFE SERVICES**

This agreement is made by and between the **Town of Springfield** and the **Town of Lincoln**, each being a municipal corporation organized under the laws of the State of Maine (hereinafter respectively referred to as “Springfield” and “Lincoln”).

**PURPOSE**

The purpose of this agreement is to describe the terms and conditions under which Springfield and Lincoln will provide firefighting services to each other.

**DEFINITIONS**

In this agreement, unless the context otherwise dictates, the following terms or phrases shall have the following meaning:

**“Firefighting services”** means the personnel and equipment for preventing or extinguishing fires. This term does not include first responder, rescue or emergency medical services.

**“Springfield Fire Department”** means the organized firefighting unit established under the Town of Springfield charter, ordinance or bylaw to prevent and extinguish fires.

**“Firefighter”** means an employee or volunteer, whether full-time, part-time or on call, of the Springfield Fire Department, who aids in the extinguishment of fires or an individual who receives compensation from Springfield for aiding in the extinguishment of fires.

**“Lincoln Fire Department”** means the organized firefighting unit established under the Town of Lincoln charter, ordinance or bylaw to prevent and extinguish fires.

**“Jaws-of-Life Service”** means the equipment used for patient extrication from motor vehicles.

**TERM**

This agreement shall commence on the date of signing and will extend until June 30, 2018, and then be renewable annually thereafter, unless there is a written request from either party to review conditions for the continuation of this service. A thirty (30) day notice will be given by the party for this review.

**SERVICE PROVISIONS**

- A. Service Area:** The Springfield Fire Department will provide mutual fire aid to the entire Town of Lincoln just as the Lincoln Fire Department to the entire Town of Springfield in accordance with this contract and the provisions herein.
- B. Request for Fire Service:** The Springfield Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department. The request for service may include placing personnel and equipment on stand-by-alert status at a fire station or some other location within the municipalities.
- C. Request for Jaws-of-Life:** The Springfield Fire Department and the Lincoln Fire Department shall provide services to each other when requested by the Fire Chief or the ranking officer of the fire department.
- D. Response to requests for service:** Each fire department shall respond to a request for service in a prompt and safe manner. If either fire department receives more than one request for service at the same time, the ranking officer of the fire department shall have sole discretion as to how its firefighters and equipment shall respond to the requests.
- E. Priority of Service:** The first and highest priority for each fire department shall be protection of persons and property within its own municipality. Each fire department is not required to respond to a request for assistance in the municipality if it is already responding to a request in its own municipality. Each fire department may recall any and all of its firefighters and equipment from responding to a request in the other municipality, in order to respond to a request in its own municipality.
- F. Retention of Equipment and Personnel:** Each fire department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.
- G. Incident Commander:** The incident commander shall be the Fire Chief or ranking officer of the fire department of the municipality in which an incident occurs. Both fire departments shall operate under the direction of the incident commander until dismissed by the incident commander. Each fire department shall supervise its own firefighters.
- H. Unavailability:** If either fire department is unable or unavailable to provide firefighting services requested by the other fire department, it shall immediately notify the Chief or the ranking officer of the requesting fire department.

**COMPENSATION**

Fire services provided by either fire department pursuant to this agreement shall be rendered without cost or reimbursement. In the event of a Maine State declared forest fire, the State shall make reimbursement to participating fire departments according to a state formula established by the Maine Department of Conservation, Bureau of Forestry.

**LIABILITY**

Springfield and Lincoln are each responsible for damage or loss of its own equipment, except for damage or loss caused by the negligence or fault of the other party.

**INSURANCE**

Springfield and Lincoln shall each provide workers' compensation insurance to cover its own personnel for compensable injuries arising out of services rendered under this Agreement

Springfield and Lincoln will each maintain sufficient liability insurance on its vehicles and other liability insurance consistent with the limits on liability in the Maine Tort Claims Act.

**TERMINATION**

Either party, for any reason, upon thirty (30) days written notice to the other party may terminate this agreement.

**MISCELLANEOUS**

**ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties hereto with regard to the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which together will constitute but one and the same instrument.

**MODIFICATION:** This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

**GOVERNING LAW:** This Agreement will be construed, interpreted and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts of laws provisions

IN WITNESS OF, the parties to this agreement have executed the same this \_\_\_\_\_ day of \_\_\_\_\_, 2016 and hereunto set our hands.

**TOWN OF SPRINGFIELD**

**TOWN OF LINCOLN**

By: \_\_\_\_\_  
Chair

By: \_\_\_\_\_  
Town Manager

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

**SERVICE PROVISION AGREEMENT**  
**for**  
**FIREFIGHTING and JAWS-of-LIFE SERVICES**

This service provision agreement is made by and between the **Town of Lincoln** and the **Town of Chester**, each being a municipal corporation organized under the laws of the State of Maine (hereinafter respectively referred to as "Lincoln" and "Chester").

**I. PURPOSE**

The purpose of this agreement is to describe the terms and conditions under which Lincoln will provide firefighting and Jaws-of-Life services to Chester.

**II. DEFINITIONS**

In this agreement, unless the context otherwise dictates, the following terms or phrases shall have the following meaning:

**"Firefighting Services"** means the personnel and equipment for extinguishing fires. This term does not include first responder, rescue or emergency medical services.

**"Lincoln Fire Department"** means the organized firefighting unit established under the Town of Lincoln charter, ordinance or bylaw to prevent and extinguish fires.

**"Firefighter"** means an employee or volunteer, whether full-time, part-time or on call, of the Lincoln Municipal Fire Department, who aids in the extinguishment of fires or an individual who receives compensation from Lincoln for aiding in the extinguishment of fires.

**"Jaws-of-Life Service"** means the equipment used for patient extrication from motor vehicles.

**III. TERM**

This agreement shall commence on the date of signing and will extend until June 30, 2018, and then be renewable annually thereafter, unless there is a written request from either party to review conditions for the continuation of this service. A sixty (60) day notice will be given by the party for this review.

**IV. SERVICE PROVISIONS**

**A. Service Area:** The Lincoln Fire Department will be the primary firefighting service provider for the entire Town of Chester.

**B. Request for Fire Service:** The Lincoln Fire Department will respond to Chester when requested by a Chester Town Official, resident, law enforcement officer, or a non-resident who happens upon either a motor vehicle accident, fire, or other emergency incident which necessitates the services of the Lincoln Fire Department.

**C. Priority of Service:** If Lincoln receives more than one request for service at the same time, the ranking officer of the Lincoln Fire Department shall have sole discretion as to how firefighters and equipment shall respond to requests. Persons and property in Lincoln will have the first and highest priority in services provided by the Lincoln Fire Department. The Lincoln Fire Department will respond to any and all requests for services to the best of its ability in the event of simultaneous or competing emergencies. Lincoln Fire does provide mutual aid and fire services to other communities such as Lee, Burlington, Winn, Enfield, Howland and Mattawamkeag.

**D. Retention of Equipment and Personnel:** Lincoln Fire Department has the right to retain such firefighters and equipment as necessary to provide its services in its municipality that are reasonably foreseeable.

**E. Incident Commander:** The ranking officer of the Lincoln Fire Department shall be the incident commander at the scene of any incident to which it responds.

**F. State Fire Marshall Notice:** The Lincoln Fire Department shall notify the State of Maine Fire Marshall whenever appropriate or required by law.

## **V. COMPENSATION**

**A.** On an annual basis, Chester shall compensate Lincoln for fire and jaw-of-life services based on a per capita equal to 2/3 (two-thirds) of the actual cost of the same services that are provided to Lincoln residents. Chester's per capita charge is equal to 2/3 of the sum of operations, capital, building, and employee benefits divided by Lincoln's population. For example, the following expenses are representative of Lincoln's FY '17 expenses: Operations = \$407,477; Capital = \$77,000; Building = \$2,825; Debt Service = \$2,257; and Benefits = \$107,963; TIF = \$58,255; EMS = \$20,000. When added, this equals \$657,777, divided by Lincoln's population (5085), resulting in a per capita cost of \$129.35 for Lincoln residents, 2/3 of this amount equals \$86.22 per capita for Chester residents. Chester's annual cost, based upon the above information, would be a population (546) multiplied by \$86.22 (per capita), which equals \$47,076.12. This sum will be annually adjusted to reflect Lincoln's cost and changes in population for either town.

The Town of Chester shall annually submit two equal payments as follows; 1<sup>st</sup> half *on or before* October 10<sup>th</sup>, and 2<sup>nd</sup> half *on or before* April 10<sup>th</sup>.

The annual compensation amount will be based upon an approved budget, not proposed budgets.

**B. Firefighting Equipment:** No charge.

**C. Jaws – of – Life Equipment:** No charge.

**D. Firefighters:** No charge.

**E. Mutual Aid:** The Town of Lincoln is not responsible for any fees or damages to non-Lincoln equipment that is requested to respond to Chester. By signing this agreement, Chester officials also authorize the Lincoln Fire Department incident commander to request mutual aid as needed. Chester may negotiate in advance for fees or charges from other communities asked to assist Lincoln to provide fire suppression services.

**F. Inspections:** No charge.

- a. The Lincoln Fire Department will conduct house and business fire inspections upon request and at the convenience of the Lincoln Fire Department.

**G. Training:** No charge.

- a. The Lincoln Fire Department will provide fire extinguisher training to Chester businesses upon request and at the convenience of the Lincoln Fire Department.

## **VI. TERMINATION**

This agreement may be terminated by any party for any reason upon sixty (60) days written notice to the other parties. If Lincoln terminates this agreement prior to the years end, the Lincoln Town Council shall vote to consider what refund, if any, from Lincoln to Chester, and on a pro-rated basis, will be made.

## **VII. MISCELLANEOUS**

**ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties hereto with regard to the matters contained herein. The captions used in this agreement are to help organize the document for reading only, and they are not a substantive part of this agreement. This agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, and all of which together will constitute but one and the same instrument.

**FOREST FIRES:** The Town of Lincoln is not responsible for any costs charged to Chester from other agencies, i.e. Maine Forest Service or contracted services to assist with the extinguishment of forest fires. In the event Lincoln responds to a forest fire in Chester, and additional manpower/equipment is necessary, Chester must first authorize the request.

**RESIDENTIAL & BUSINESS INSPECTIONS:** At the Public Safety Director's discretion, and based upon availability, Lincoln fire personnel will be allowed to conduct residential and business inspections with no charge, in the primary response area.

**EXTRA EQUIPMENT:** The Town of Lincoln is not responsible for any equipment or labor requested to aid in the extinguishment of a fire.

**COMMUNICATIONS:** It is the Town of Chester's responsibility to supply the Lincoln Fire Department with emergency phone numbers and contacts of those who may be contacted, and who are authorized, to approve additional equipment expenses, etc.

**AREA MAPS:** Upon contract signing, Chester will supply Lincoln Fire Department an updated, official town map within thirty (30) days. Said maps shall delineate residential, commercial and industrial buildings, have street names and numbers to identify locations. Chester will supply Lincoln with revisions annually or as necessary.

**MODIFICATION:** This agreement may not be modified orally, but only by an agreement in writing signed by the parties hereto.

**SEVERABILITY:** The invalidity or unenforceability of any particular provision of this agreement will not affect the other provisions hereof, and this agreement will be construed in all respects as if such invalid or unenforceable provisions were omitted.

**GOVERNING LAW:** This Agreement will be construed, interpreted and enforced in accordance with the substantive laws of the State of Maine, without giving effect to its conflicts of laws provisions.

**VIII. RATIFICATION:**

IN WITNESS OF, the parties to this agreement have executed the same this \_\_\_\_\_ day of \_\_\_\_\_, 2016 and hereunto set our hands.

**TOWN OF LINCOLN**

By: \_\_\_\_\_  
Town Manager

By: \_\_\_\_\_  
Lincoln Town Clerk (Witness)

Dated: \_\_\_\_\_

**TOWN OF CHESTER**

By: \_\_\_\_\_  
1<sup>st</sup> Selectman

By: \_\_\_\_\_  
2<sup>nd</sup> Selectman

By: \_\_\_\_\_  
3<sup>rd</sup> Selectman

\_\_\_\_\_  
Chester Town Clerk as Witness

Dated: \_\_\_\_\_

TOWN COUNCIL  
AGENDA REQUEST

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

Council Meeting Date: 09/12/2016	Today's Date: 09/06/2016
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Department: Clerk
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Department #: 101
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**Request:** Renew liquor license for Gillmor's Restaurant 236 West Broadway, owned by Charlie and Cathy Gillmor. There have been no changes and the Public Safety Director has no concerns with re issuing the License.

Action Needed From Council: Approve License
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Is This Item Budgeted:
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Was This A Bid Process:	Lowest Bid:
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Is Public Hearing Required:
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If So What Dates:
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# 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 12, 2016	Today's Date: July 25, 2016
Department: Finance	
Department #: 0104	

**Request:** Request to award tax acquired property bids to the highest bidders on 8 properties. These went out to bid and were opened on July 20, 2016 @ 2:00PM.

PROPERTY LOCATION	MINIMUM BID	Bidder	Bid Amount
19 Libby Street	\$3,220	NO BIDS	
Demarey Ave	\$580	NO BIDS	
9 Washington St	\$1,945	<b>Judith Fleming</b>	<b>\$6,000</b>
131 Millett Mallett Rd	\$740	<b>Brain &amp; Andrea Savage</b>	<b>\$1,000</b>
31 Lakeview St	\$4,440	<b>Edwin Goodwin</b>	<b>\$4,530</b>
747 Mohawk Rd	\$7,450	<b>Danny Ireland</b>	<b>\$8,000</b>
Back Road to Lee	\$1,800	<b>Gardner Land Co.</b>	<b>\$2,509</b>
38 Perry St	\$1,315	<del>John &amp; Nancy Stevens</del>	<b>\$3,000</b>
266 Main St	\$4,150	<b>Scott Birtz</b>	<b>\$6,165</b>
97 Main St	\$5,540	<b>Matthew &amp; Rebekah Peterson</b>	<b>\$12,255</b>

Action Needed From Council: Approve Bids

Is This Item Budgeted: N/A
Was This A Bid Process: Yes <span style="float: right;">Lowest Bid: N/A</span>
Is Public Hearing Required: No
If So What Dates:

**TOWN OF LINCOLN  
TAX ACQUIRED PROPERTY SALE**

The properties listed below have been acquired through the tax lien foreclosure process and the Town of Lincoln is selling our interest.

<b>PROPERTY LOCATION</b>	<b>MINIMUM BID</b>	<b>Bidder</b>	<b>Bid Amount</b>	<b>Bidder</b>	<b>Bid Amount</b>
19 Libby Street	\$3,220				
Demarey Ave	\$580				
9 Washington St	\$1,945	*Judith Fleming	\$6,000	Gary Perry Jr.	\$5,257.65
131 Millett Mallett Rd	\$740	Donna Boyington	\$2,251.60		
		Brain & Andrea Savage	\$1,000		
31 Lakeview St	\$4,440	Edwin Goodwin	\$4,530	Donna Boyington	\$551.04
		James Cavanaugh	\$4,440		
747 Mohawk Rd	\$7,450	Danny Ireland	\$8,000		
Back Road to Lee	\$1,800	James Cavanaugh	\$1,800		
		Gardner Land Co.	\$2,509		
38 Perry St	\$1,315	Paul Springer	\$1,501	*John & Nancy Stevens	\$3,000
266 Main St	\$4,150	Edwin Goodwin	\$4,530		
		Scott Birtz	\$6,165		
97 Main St	\$5,540	Jeff Kirsch & Tim Buck	\$7,500	Edwin Goodwin	\$5,600
		Matthew & Rebekah Peterson	\$12,255		

\*these bidders pulled their offer.

## Melissa Quintela

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**From:** Gary Perry <gperry333@gmail.com>  
**Sent:** Tuesday, September 06, 2016 9:41 AM  
**To:** Melissa Quintela  
**Subject:** Re: 9 Washington St

I have done a title search on 9 Washington street and I am aware there there are liens on the property.

Sent from my iPhone

On Sep 6, 2016, at 7:59 AM, Melissa Quintela <[melissa.quintela@lincolnmaine.org](mailto:melissa.quintela@lincolnmaine.org)> wrote:

Gary,

Please acknowledge that you understand there may be other liens on the property and I will put this forward to council vote on Monday September 12<sup>th</sup>. I don't have keys to the property, but I have been informed that Donna Stanley that runs the Montessori School may have some. The number at the school is 794-6199. She was interested in the property and has stated that she was trying to clean it up with the family.

Please let me know by Wednesday morning at 9:00am if you want your name put forward to the council. We will be sending the information to them at this time.

Thank You,

*Melissa D. Quintela  
Treasurer  
Town of Lincoln  
(207)794-3372 phone  
(207)794-2606 fax*

---

**From:** Gary Perry [<mailto:gperry333@gmail.com>]  
**Sent:** Monday, September 05, 2016 7:05 AM  
**To:** Melissa Quintela  
**Subject:** Re: 9 Washington St

Melissa,

I still have interest in the property.

Please let me know how to proceed. I can have a check for you anytime this week. Also does anyone have keys to the house. I would like to look inside to start planning.

Thank you

Gary

Sent from my iPhone

On Sep 2, 2016, at 12:01 PM, Melissa Quintela <[melissa.quintela@lincolnmaine.org](mailto:melissa.quintela@lincolnmaine.org)> wrote:

<image001.jpg>

Gary,

I am contacting you about the bid you put in on 9 Washington St in July. The high bidder has backed out of the process and I am looking to see if you are still interested in this property. Your bid was for \$5,257.65 and we also need you to respond that you understand that there may be other liens on this property. We have been given information that Bangor Savings has a lien on this property but have not been able to get any more information. You, as the bidder are responsible to research this information and be your responsibility to gain clear title on this property. You would also be responsible for your half of the transfer tax for filing the Quit Claim deed that the town will file which will be \$12.10.

If you are interested please respond to this email no later than 4:00PM  
September 6, 2016.

Thank you,

Melissa D. Quintela  
Treasurer  
Town of Lincoln  
(207) 794-3372 phone  
(207) 794-2606 fax

63 Main Street  
Lincoln, Maine 04457  
phone: 207-794-3372  
fax: 207-794-2606



[www.lincolnmaine.org](http://www.lincolnmaine.org)  
email: [townoffice@lincolnmaine.org](mailto:townoffice@lincolnmaine.org)

August 9, 2016

Brian Savage Jr  
Andrea Savage  
2 Whalen St  
Lincoln, ME 04457

RE: Tax Acquired Property Bids

Dear Brian and Andrea,

The Town Council did not approve any of the tax acquired property bids at the August 8, 2016 town meeting. There was concern that some bidders may not be aware that there may possibly be other liens on these properties. As stated in the ad, bidders are responsible to research this information and to pay their portion of the Property Transfer Tax. The Town of Lincoln will issue a Municipal Quit Claim Deed to the person(s) awarded the bid releasing the Town's interest. **It will be the responsibility of the winning bidder to gain clear title.**

Please sign and return this letter if you are still interested in the property you bid on. If you are no longer interested, please return the letter unsigned. This letter must be returned by Wednesday, August 31, 2016 in order for the bid to be awarded at the council meeting on September 12, 2016

If you have any questions or concerns please call me at 794-3372.

Sincerely,

Melissa D. Quintela  
Treasurer

Brian and Andrea Savage  
Bid on 131 Millett Mallett Road

FIRE  
794-8455

LIBRARY  
794-2765

POLICE  
794-8455

PUBLIC WORKS  
794-6658

RECREATION  
794-6548

TRANSFER STATION  
794-2621

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fax: 207-794-2606



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email: [townoffice@lincolnmaine.org](mailto:townoffice@lincolnmaine.org)

August 9, 2016

Edwin Goodwin  
35 Wilson St  
Lincoln, ME 04457

RE: Tax Acquired Property Bids

Dear Edwin ,

The Town Council did not approve any of the tax acquired property bids at the August 8, 2016 town meeting. There was concern that some bidders may not be aware that there may possibly be other liens on these properties. As stated in the ad, bidders are responsible to research this information and to pay their portion of the Property Transfer Tax. The Town of Lincoln will issue a Municipal Quit Claim Deed to the person(s) awarded the bid releasing the Town's interest. **It will be the responsibility of the winning bidder to gain clear title.**

Please sign and return this letter if you are still interested in the property you bid on. If you are no longer interested, please return the letter unsigned. This letter must be returned by Wednesday, August 31, 2016 in order for the bid to be awarded at the council meeting on September 12, 2016

If you have any questions or concerns please call me at 794-3372.

Sincerely,

Melissa D. Quintela  
Treasurer

Edwin Goodwin, Bid on 31 Lakeview St

FIRE  
794-8455

LIBRARY  
794-2765

POLICE  
794-8455

PUBLIC WORKS  
794-6658

RECREATION  
794-6548

TRANSFER STATION  
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# MEMORANDUM

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**DATE:** August 29, 2016  
**TO:** Peggy Daigle, Town Manager & Town Council  
**FROM:** Melissa Quintela Treasurer  
**RE:** 747 Mohawk Road Foreclosure

## **Brief History of 747 Mohawk Road:**

**2004-** Property sold to Richard Russell from Michael Mayer for \$40,000

**FY2006-** No Taxes Paid

**FY2007-**No Taxes Paid.

**FY2008-**No Taxes Paid

**FY2009-**Contract Signed with the Town by Richard Russell to pay back FY2006 & FY2007 taxes to avoid foreclosure by the Town. Mr. Russell paid all of the FY2006 & FY2007 taxes by 3/11/2009. No more payments made to pay FY 2008 & FY2009 taxes.

**FY2010-**

- **February 19, 2010** Deed in Lieu of Foreclosure filed for Mr. Russell to transfer the property back to Mr. Mayer for \$1.00. This was signed December 18, 2009. Taxes are now assessed in Michael Mayer's name. **No taxes were paid during this transfer.**
- **March 19, 2010** -The Town of Lincoln automatically foreclosed on this property for taxes owed in FY2008.
- **April 13, 2010-** Order of Forfeiture is filed by the US Attorney General's office against Mr. Russell and on October 4, 2010 against Mr. Mayer. This property is not listed on either of the notices.

I have been in contact with Owen Colomb with the US Attorney's office. Mr. Colomb stated that his office has no interest in this property. He has spoken to Mr. Russell and told him that he could pay the taxes to the Town if we agreed and he could have the property. He was not aware of the transfer made back to Mr. Mayer filed on February 19, 2010. Mr. Russell claims the sale was invalid since the property was seized but Mr. Colomb stated the property was never seized therefore the sale was valid.

63 Main Street  
Lincoln, Maine 04457  
phone: 207-794-3372  
fax: 207-794-2606



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email: [townoffice@lincolnmaine.org](mailto:townoffice@lincolnmaine.org)

August 9, 2016

Danny Ireland  
35 Park Ave  
Lincoln, ME 04457

RE: Tax Acquired Property Bids

Dear Danny,

The Town Council did not approve any of the tax acquired property bids at the August 8, 2016 town meeting. There was concern that some bidders may not be aware that there may possibly be other liens on these properties. As stated in the ad, bidders are responsible to research this information and to pay their portion of the Property Transfer Tax. The Town of Lincoln will issue a Municipal Quit Claim Deed to the person(s) awarded the bid releasing the Town's interest. **It will be the responsibility of the winning bidder to gain clear title.**

Please sign and return this letter if you are still interested in the property you bid on. If you are no longer interested, please return the letter unsigned. This letter must be returned by Wednesday, August 31, 2016 in order for the bid to be awarded at the council meeting on September 12, 2016

If you have any questions or concerns please call me at 794-3372.

Sincerely,

Melissa D. Quintela  
Treasurer

  
Danny Ireland, Bid on 747 Mohawk Road

FIRE  
794-8455

LIBRARY  
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POLICE  
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email: [townoffice@lincolmaine.org](mailto:townoffice@lincolmaine.org)

August 9, 2016

Shey and Tyler Gardner  
Gardner Land Co, Inc.  
PO Box 189  
Lincoln, ME 04457

RE: Tax Acquired Property Bids

Dear Shey and Tyler ,

The Town Council did not approve any of the tax acquired property bids at the August 8, 2016 town meeting. There was concern that some bidders may not be aware that there may possibly be other liens on these properties. As stated in the ad, bidders are responsible to research this information and to pay their portion of the Property Transfer Tax. The Town of Lincoln will issue a Municipal Quit Claim Deed to the person(s) awarded the bid releasing the Town's interest. **It will be the responsibility of the winning bidder to gain clear title.**

Please sign and return this letter if you are still interested in the property you bid on. If you are no longer interested, please return the letter unsigned. This letter must be returned by Wednesday, August 31, 2016 in order for the bid to be awarded at the council meeting on September 12, 2016

If you have any questions or concerns please call me at 794-3372.

Sincerely,

Melissa D. Quintela  
Treasurer

Shey and Tyler Gardner, Bid on Back Road to Lee

FIRE  
794-8455

LIBRARY  
794-2765

POLICE  
794-8455

PUBLIC WORKS  
794-6658

RECREATION  
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## Melissa Quintela

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**From:** Paul Springer <pwadespringer@gmail.com>  
**Sent:** Tuesday, September 06, 2016 1:09 PM  
**To:** Melissa Quintela  
**Subject:** Re: tax acquired property

Yes there is a sanitary district liens of 1100 dollars . Yes i'm still interested the bid of 1501 dollars. thanks for the vechile information. just tell me when what the council decides.

On Tue, Sep 6, 2016 at 8:07 AM, Melissa Quintela <[melissa.quintela@lincolnmaine.org](mailto:melissa.quintela@lincolnmaine.org)> wrote:

Paul,

If you can reply to this email that you understand there may be other liens on the property I will put you on the agenda. If you decide to pull this offer before the end of the week I will have the Town Manager inform the council to pull your bid. I do have to have a response by Wednesday morning at 9:00am so I can put this forward to the council.

Thank You,

*Melissa D. Quintela*

*Treasurer*

*Town of Lincoln*

*(207)794-3372 phone*

*(207)794-2606 fax*

**From:** Paul Springer [mailto:[pwadespringer@gmail.com](mailto:pwadespringer@gmail.com)]  
**Sent:** Friday, September 02, 2016 6:06 PM  
**To:** Melissa Quintela  
**Subject:** tax acquired property

Could I have until thursday morning for an answer? I went in with two other poeple and both are out of state. i ORIGINALLY quoted lincoln news article.

63 Main Street  
Lincoln, Maine 04457  
phone: 207-794-3372  
fax: 207-794-2606



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email: [townoffice@lincolnmaine.org](mailto:townoffice@lincolnmaine.org)

August 9, 2016

Scott Birtz  
266 Main St  
Lincoln, ME 04457

RE: Tax Acquired Property Bids

Dear Scott,

The Town Council did not approve any of the tax acquired property bids at the August 8, 2016 town meeting. There was concern that some bidders may not be aware that there may possibly be other liens on these properties. As stated in the ad, bidders are responsible to research this information and to pay their portion of the Property Transfer Tax. The Town of Lincoln will issue a Municipal Quit Claim Deed to the person(s) awarded the bid releasing the Town's interest. **It will be the responsibility of the winning bidder to gain clear title.**

Please sign and return this letter if you are still interested in the property you bid on. If you are no longer interested, please return the letter unsigned. This letter must be returned by Wednesday, August 31, 2016 in order for the bid to be awarded at the council meeting on September 12, 2016

If you have any questions or concerns please call me at 794-3372.

Sincerely,

Melissa D. Quintela  
Treasurer

Scott Birtz bid on 266 Main St

FIRE  
794-8455

LIBRARY  
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email: [townoffice@lincolnmaine.org](mailto:townoffice@lincolnmaine.org)

August 9, 2016

Matthew & Rebekah Peterson  
14 Pinkham St  
Lincoln, ME 04457

RE: Tax Acquired Property Bids

Dear Matthew & Rebekah,

The Town Council did not approve any of the tax acquired property bids at the August 8, 2016 town meeting. There was concern that some bidders may not be aware that there may possibly be other liens on these properties. As stated in the ad, bidders are responsible to research this information and to pay their portion of the Property Transfer Tax. The Town of Lincoln will issue a Municipal Quit Claim Deed to the person(s) awarded the bid releasing the Town's interest. **It will be the responsibility of the winning bidder to gain clear title.**

Please sign and return this letter if you are still interested in the property you bid on. If you are no longer interested, please return the letter unsigned. This letter must be returned by Wednesday, August 31, 2016 in order for the bid to be awarded at the council meeting on September 12, 2016

If you have any questions or concerns please call me at 794-3372.

Sincerely,

Melissa D. Quintela  
Treasurer

Matthew & Rebekah Peterson  
Bid on 97 Main St

FIRE  
794-8455

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email: [townoffice@lincolnmaine.org](mailto:townoffice@lincolnmaine.org)

August 9, 2016

Judith Fleming  
165 James Jipson Rd  
Burlington, ME 04417

RE: Tax Acquired Property Bids

Dear Judith,

The Town Council did not approve any of the tax acquired property bids at the August 8, 2016 town meeting. There was concern that some bidders may not be aware that there may possibly be other liens on these properties. As stated in the ad, bidders are responsible to research this information and to pay their portion of the Property Transfer Tax. The Town of Lincoln will issue a Municipal Quit Claim Deed to the person(s) awarded the bid releasing the Town's interest. **It will be the responsibility of the winning bidder to gain clear title.**

Please sign and return this letter if you are still interested in the property you bid on. If you are no longer interested, please return the letter unsigned. This letter must be returned by Wednesday, August 31, 2016 in order for the bid to be awarded at the council meeting on September 12, 2016

If you have any questions or concerns please call me at 794-3372.

Sincerely,

Melissa D. Quintela  
Treasurer

Judith Fleming, Bid on 9 Washington Street

FIRE  
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email: [townoffice@lincolnmaine.org](mailto:townoffice@lincolnmaine.org)

August 9, 2016

John & Nancy Stevens  
11 William St  
Lincoln, ME 04457

RE: Tax Acquired Property Bids

Dear John & Nancy,

The Town Council did not approve any of the tax acquired property bids at the August 8, 2016 town meeting. There was concern that some bidders may not be aware that there may possibly be other liens on these properties. As stated in the ad, bidders are responsible to research this information and to pay their portion of the Property Transfer Tax. The Town of Lincoln will issue a Municipal Quit Claim Deed to the person(s) awarded the bid releasing the Town's interest. **It will be the responsibility of the winning bidder to gain clear title.**

Please sign and return this letter if you are still interested in the property you bid on. If you are no longer interested, please return the letter unsigned. This letter must be returned by Wednesday, August 31, 2016 in order for the bid to be awarded at the council meeting on September 12, 2016

If you have any questions or concerns please call me at 794-3372.

Sincerely,

Melissa D. Quintela  
Treasurer

---

John & Nancy Stevens Bid on 38 Perry St

FIRE  
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LIBRARY  
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POLICE  
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**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 12, 2016

Today's Date: August 17, 2016

Department: Social Services

Department #: 0512

**Request:**

Request adoption of the October 1, 2016-September 30, 2017 General Assistance Ordinance Appendices A-D. These appendices are sent out every year from the State of Maine General Assistance office and must be adopted each year. A public hearing must be held prior to adopting the new appendices. Notice of the Public Hearing will be posted two weeks prior as stated in the town's charter. This will need to have an emergency preamble as it will not meet the 45 day per town ordinance for adoption.

Action Needed From Council: Vote to Approve new General Assistance Appendices A-D

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required: Yes

If So What Dates: September 12, 2016



Office for Family Independence  
19 Union Street  
11 State House Station  
Augusta, Maine 04333-0011  
Tel: (207) 624-4168  
Toll Free: 1-800-442-6003  
Fax (207) 287-3455

TO: Municipal Officials/Welfare Directors/General Assistance Administrators  
FROM: Ian Miller, General Assistance Program Manager  
RE: 2016 – 2017 General Assistance Ordinance Maximums  
DATE:

Enclosed please find the following items:

- MMA's new (October 1, 2016–September 30, 2017) “**General Assistance Ordinance Appendix**” (A - D).
- “**GA Maximums Summary Sheet**” which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- “**GA Maximums Adoption Form**” which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (*see “Filing of GA Ordinance and/or Appendices” below for further information*).

#### Appendix A - D

The enclosed Appendices A - D have been revised for your municipality's General Assistance Ordinance. These new Appendices, once adopted, should replace the existing Appendices A – D. Even if you have already adopted MMA's model General Assistance Ordinance, the municipal officers must approve/adopt the new Appendices yearly.

## **The Adoption Process**

The **municipal officers (i.e., selectpersons/council)** adopt the local **General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices **after notice and hearing**. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

## **Filing of GA Ordinance and/or Appendices**

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA's Publication Department, or visit their web site [www.memun.org](http://www.memun.org)).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums.

## Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2015, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	45.12	194
2	83.02	357
3	118.84	511
4	150.93	649
5	179.30	771
6	215.12	925
7	237.67	1,022
8	271.86	1,169

**Note: For each additional person add \$146 per month.**

## GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from October 1, 2016 to September 30, 2017.

### APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6
<p><b>NOTE:</b> For each additional person add \$75 per month.</p> <p style="text-align: center;">(The applicable figures from Appendix A, <i>once adopted</i>, should be inserted here.)</p>						

### APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	45.12	194.00
2	83.02	357.00
3	118.84	511.00
4	150.93	649.00
5	179.30	771.00
6	215.12	925.00
7	237.67	1022.00
8	271.86	1169.00
<p><b>NOTE:</b> For each additional person add \$146 per month.</p>		

### APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0				
1				
2				
3				
4				
<p style="text-align: center;">(The applicable figures from Appendix C, <i>once adopted</i>, should be inserted here.)</p>				

*FOR MUNICIPAL USE ONLY*

## APPENDIX D - UTILITIES

### ELECTRIC

**NOTE:** For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is *not automatically* entitled to the "maximums" established—applicants must demonstrate need.

1) **Electricity Maximums for Households *Without Electric Hot Water:*** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.70	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

**NOTE:** For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households *With Electrically Heated Hot Water:*** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.08	\$86.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

**NOTE:** For each additional person add \$10.00 per month.

**NOTE:** For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

## APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

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**NOTE:** When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

**APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES**

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

**NOTE:** For each additional person add \$1.25 per week or \$5.00 per month.

**SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

*FOR MUNICIPAL USE ONLY*

## GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
<b>Bangor HMFA:</b> Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	703	777	981	1,227	1,437
<b>Penobscot County HMFA:</b> Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	596	673	836	1,082	1,254
<b>Lewiston/Auburn MSA:</b> Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	575	678	855	1,086	1,241
<b>Portland HMFA:</b> Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	838	975	1,220	1,638	1,717
<b>York/Kittery/S.Berwick HMFA:</b> Berwick, Eliot, Kittery, South Berwick, York	967	1,011	1,316	1,693	2,070
<b>Cumberland County HMFA:</b> Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	750	796	1,058	1,542	1,759

**Appendix A**  
Effective: 10/01/16-09/30/17

COUNTY	1	2	3	4	5*
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	769	851	986	1,302	1,581
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	734	860	1,065	1,439	1,460

\*Note: Add \$75 for each additional person.

**Non-Metropolitan Areas**

**Persons in Household**

COUNTY	1	2	3	4	5*
<b>Aroostook County</b>	609	624	750	948	1,037
<b>Franklin County</b>	636	662	783	973	1,383
<b>Hancock County</b>	653	737	936	1,231	1,277
<b>Kennebec County</b>	612	663	846	1,075	1,141
<b>Knox County</b>	743	745	916	1,172	1,299
<b>Lincoln County</b>	672	743	935	1,163	1,379
<b>Oxford County</b>	572	621	761	1,040	1,325
<b>Piscataquis County</b>	583	663	817	1,035	1,106
<b>Somerset County</b>	665	694	824	1,119	1,122
<b>Waldo County</b>	655	741	876	1,191	1,266
<b>Washington County</b>	584	633	752	957	1,159

\* Please Note: Add \$75 for each additional person.

## GA Housing Maximums (Heated & Unheated Rents)

**NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS!** Municipalities should ONLY **consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. *(See Instruction Memo for further guidance.)*

### Non-Metropolitan FMR Areas

<b>Aroostook County</b>		<b>Unheated</b>		<b>Heated</b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	111	476	129	556	
1	111	476	131	565	
2	130	558	159	682	
3	167	718	202	870	
4	177	762	220	947	
<b>Franklin County</b>					
<b>Bedrooms</b>	<b>Unheated</b>		<b>Heated</b>		
	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	117	503	136	583	
1	117	503	140	603	
2	137	591	166	715	
3	173	743	208	895	
4	258	1,108	301	1,293	
<b>Hancock County</b>					
<b>Bedrooms</b>	<b>Unheated</b>		<b>Heated</b>		
	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	114	489	137	590	
1	126	543	155	667	
2	163	699	198	853	
3	220	948	264	1,136	
4	220	948	271	1,166	
<b>Kennebec County</b>					
<b>Bedrooms</b>	<b>Unheated</b>		<b>Heated</b>		
	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	104	448	128	549	
1	109	469	138	593	
2	142	609	177	763	
3	184	792	228	980	
4	186	801	240	1,030	

**Non-Metropolitan FMR Areas**

**Appendix C**  
Effective: 10/01/16-09/30/17

<b>Knox County</b>		<b>Unheated</b>		<b>Heated</b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	135	579	158	680	
1	135	579	158	680	
2	158	679	194	833	
3	207	889	250	1,077	
4	223	959	276	1,188	

<b>Lincoln County</b>		<b>Unheated</b>		<b>Heated</b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	119	513	142	609	
1	128	549	157	673	
2	162	698	198	852	
3	205	880	248	1,068	
4	242	1,039	295	1,268	

<b>Oxford County</b>		<b>Unheated</b>		<b>Heated</b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	95	408	118	509	
1	101	427	128	551	
2	122	524	158	678	
3	176	757	220	945	
4	229	985	282	1,214	

<b>Piscataquis County</b>		<b>Unheated</b>		<b>Heated</b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	104	447	123	530	
1	116	500	140	604	
2	144	621	174	749	
3	186	798	222	956	
4	192	824	236	1,016	

<b>Somerset County</b>		<b>Unheated</b>		<b>Heated</b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	120	517	141	606	
1	121	519	147	631	
2	143	615	175	753	
3	202	869	241	1,038	
4	202	869	241	1,038	

**Non-Metropolitan FMR Areas**

<b>Waldo County</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	116	497	138	592	
1	127	547	156	671	
2	149	639	184	793	
3	211	908	255	1,096	
4	215	926	269	1,155	

<b>Washington County</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	98	420	121	521	
1	102	439	131	563	
2	120	515	156	669	
3	157	674	200	862	
4	191	819	244	1,048	

**Metropolitan FMR Areas**

<b>Bangor HMEFA</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	125	539	149	640	
1	135	583	164	707	
2	173	744	209	898	
3	219	944	263	1,132	
4	255	1,097	308	1,326	

<b>Penobscot Ctv. HMEFA</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	101	432	124	533	
1	111	479	140	603	
2	139	599	175	753	
3	186	799	230	987	
4	213	914	266	1,143	

<b>Lewiston/Auburn MSA</b>		<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	96	411	119	512	
1	112	484	141	608	
2	144	618	180	772	
3	187	803	230	991	
4	210	901	263	1,130	

**Appendix C**  
Effective: 10/01/16-09/30/17

**Metropolitan FMR Areas**

<b>Portland HMFA</b>	<b>Unheated</b>		<b>Heated</b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	157	674	180	775
1	182	781	210	905
2	229	983	264	1,137
3	315	1,355	359	1,543
4	320	1,377	373	1,606
<b>York/Kittery/S. Berwick HMFA</b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	187	803	210	904
1	190	817	219	941
2	251	1,079	287	1,233
3	328	1,410	372	1,598
4	402	1,730	456	1,959
<b>Cumberland Cty. HMFA</b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	136	586	160	687
1	140	602	169	726
2	191	821	227	975
3	293	1,259	337	1,447
4	330	1,419	383	1,648
<b>Sagadahoc Cty. HMFA</b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	141	605	164	706
1	153	657	182	781
2	174	749	210	903
3	237	1,019	281	1,207
4	289	1,241	342	1,470
<b>York Cty. HMFA</b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	133	570	156	671
1	155	666	184	790
2	193	828	228	982
3	269	1,156	313	1,344
4	269	1,156	314	1,349



9/7/16

To: Town of Lincoln

From: RSU #67

Re: Request for electrical power

This letter is a request to the Town of Lincoln to allow RSU # 67 to use the electrical power supply located adjacent to Cobb Field to operate a concession stand during Mattanawcook Junior High School Athletic events.

The power supply is a 2 receptacle unit that was installed across from the Lincoln Street- East Broadway intersection to provide power during homecoming events. RSU # 67 would like to place the concession stand adjacent this power supply.

RSU # 67 anticipates operating the concession stand 20-30 times per year. The total amount of power required for all of these events is estimated at 50-100 KWH annually.

RSU # 67 would be responsible for any repairs needed to the power supply due to the operation of the concession stand.

The anticipated times the concession stand will operate is September 1 to Oct 15 and May 1 to June 15 each school year.

Please contact Dave Ham, RSU # 67 facilities director at 794-6500 or 290-1869 for any questions.

Dave Ham

RSU # 67 Facilities Director

