

Regular Town Council Meeting

Agenda

August 8, 2016

7:00 PM

Town

COPY

Councilors: Stephen Clay, _____, Curt Ring, _____, Chris Stevens, _____, Ded Trask, _____, Jeff Gifford, _____, George Edwards, _____, and Sheldon Hanington, _____

1. Call to Order

a. Pledge

2. Approval of Warrants (0104)

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

MOTION: _____ SECOND: _____ VOTE: _____

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

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

5. Monthly Reports:

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.

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: _____ SECOND: _____ VOTE: _____

8. Discussion – Security Camera at Public Works

9. Discussion – Public Works Garage

10. Discussion – Town Office Lease

11. **Unacquired 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	
9 Washington St	\$1,945	Judith Fleming	\$6,000
131 Millett Mallett Rd	\$740	Brain & Andrea Savage	\$1,000
31 Lakeview St	\$4,440	Edwin Goodwin	\$4,530
747 Mohawk Rd	\$7,450	Danny Ireland	\$8,000
Back Road to Lee	\$1,800	Gardner Land Co.	\$2,509
38 Perry St	\$1,315	John & Nancy Stevens	\$3,000
266 Main St	\$4,150	Scott Birtz	\$6,165
97 Main St	\$5,540	Matthew & Rebekah Peterson	\$12,255

MOTION: _____ SECOND: _____ VOTE: _____

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: _____ SECOND: _____ VOTE: _____

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: _____ SECOND: _____ VOTE: _____

14. **Award Bid (0406)**

Suggested Motion: Move to award bid to _____ in the amount of
\$ _____ per hour for roadside mowing.

MOTION: _____ SECOND: _____ VOTE: _____

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: _____ SECOND: _____ VOTE: _____

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: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

17. **Future Agenda Items**

18. **Adjourn**

Suggested Motion: Move to adjourn meeting ____: ____ pm

MOTION: _____ SECOND: _____ VOTE: _____

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Regular Town Council Meeting
Minutes
July 11, 2016
7:00 PM

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

Absent: Keirsten Robinson

1. **Call to Order** at 7:00pm
Pledge and Prayer by Josh Sander

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

Suggested Motion: To approve and sign Warrants for FY 16 # 71-73 in the amount of \$512,598.65 and FY 17 # 1-2 in the amount of \$113,222.12.

Motion made by Dede Trask, seconded by Curt Ring.

Vote 7-0

3. **Special Acknowledgements** (0100) To Abby Morrison and Keirsten Robinson for FY 16 Jr. Councilor.
4. **Approval of Minutes:** From June 6 & 13 (6:00pm & 7:00pm) 2016 if no objections are registered Council Chair shall approve the same as written.

None

5. **Discussion** – Minutes

Ronald Weatherbee: Explained that this was part of a conversation with the Town Attorney, most Towns only note motions, seconded and vote in their minutes and having detail in the minutes could cause some issues. Also that all audio is available at the Town Office. Council discussed that they would like to continue the minutes as they are, is easier to look up items and that it is more open to the public. There will be a meeting Thursday at 3pm on the discussion of four wheelers using the roadway and will bring it to the Council if there is anything that can be done.

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

Ronald Weatherbee: Maine Resource Recovery will be at the Transfer Station, Monday the 18th all are invited. Foreclosures, last year we had 19 this year 18, down to 10 the other 8 have taken care of their taxes. Sidewalks and roads are a concern, due to budget decreases these have fallen behind and these will need to be addressed soon.

that the Council may want to consider putting monies aside due to the amount of chickens and other domesticated animals she has had to take to the shelter.

11. **Discussion – Town Office**

Ronald Weatherbee has had a few offers since the vote and asked what the Council would like to do with the lease. Dede Trask asked if the Mason have come forward to ask about repairs or needs. Ronald Weatherbee not recently. Curt Ring asked about many items being up to code and ADA compliance. Brought up that if an employee is injured they wouldn't be able to get in and use facilities. Talked about the making everyone else in Town be in compliance with State and Federal building codes but we are not following them here. Discussion on the stairs, ramp and the mold in the basement. Curt Ring talked about the Mason's wanting to sell the Town the building for \$99,000, all the work that would need to be done to the building and the fact if we have a tenant we will need an elevator. He also talked about the needs not being addressed and if they continue not to be, the Town should seek another rent. Chris Stevens talked about building being old and things not being updated. Sheldon Hanington would like to see a 5-year lease that would allow the Masons to get a loan to make some improvements. Feels that the Masons, with one and two-year lease have not been able to secure funds to make the needed improvements. Curt Ring and Dede Trask talked about it only being a few years ago that the Town started signing short term leases. George Edwards talked about making improvements and that money being taken off of the rent. Dede Trask talked about the Town Office committee and the prices that they had come up with to renovate the current building. Council talked about meeting with the Masons and find out what they are willing to do, to bring the building up to compliance and still look to see what options there are to rent.

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

Stacey Williams talked about Masons offering to make some upgrades, having a study done and talked about having the basement mold assessed and believed it not to be mold. She also has information from the Humane Society believes they keep accurate records. and Steve Clay stated the CES did a study and yes there was a calcium substance but there was also mold present. Margret Cressey spoke about fireworks and it being disruptive. Alicia Aiken spoke about fireworks and it being upsetting to her child and the fear of her house catching on fire. Thinks that fireworks should be allowed for special occasions. Sarah Heald talked of her children being scared, how upsetting it is to her and her family, she herself uses fireworks but not in a close residential neighborhood. Dorance Clay thanked Ron and David for fixing holes in the Veteran's Memorial Square. He has talked to a lot of people about the vote and people didn't want to trade one old building for another and thinks that the Council has had a good discussion tonight on the topic. Nicole Murchison wanted to talk about fireworks both as the ACO and a resident. Does not think that they need to be shot off every night of the week. Also has a concern

15. **Authorize Payment of Interest on Overpayment of Taxes (0104)**

Note: This interest rate cannot be more than 4% lower than the interest charged on delinquent taxes.

Suggested Motion: Move to authorize the Treasurer to pay ½ % interest per annum on overpayment of 2017 taxes as required by Title 36 M.R.S.A., Section 506A.

Motion made by Jeff Gifford, seconded by Curt Ring.

Vote 7-0

16. **Request for Proposal – Public Works Garage (0100/0406)**

Suggested Motion: Move to allow the Public Works Director/Town Manager to seek requests for proposals for removal/options for the old Public Works Garage.

Motion made Curt Ring, seconded by Chris Stevens.

Sheldon Hanington: would like to see the \$70,000 used to stabilize the building. Also talked about buildings being properly maintained. David Lloyd: has information that option is the cheapest and there are snow load concerns.

Vote 7-0

17. **Transfer of Funds (0100/0104)**

Suggested Motion: Move to authorize the transfer of funds from unassigned fund balance in the amount of \$2,020 for the Humane Society.

Motion made by Curt Ring, seconded by Chris Stevens.

Vote 7-0

18. **Transfer of Funds (0104)**

Suggested Motion: Move to authorize the transfer from Bangor Savings Bank to an investment account with UBS Financial in the amount of \$1,000,000.00.

Motion made by Dede Trask, seconded by Curt Ring.

Sheldon Hanington: talked of not being able to vote on this until COLA was taken care of. Then Melissa Quintela and Council discussed that this was already voted on. This money was held out until the vote was taken on the Town Office and this can be pulled out at any time with no penalty.

Vote 7-0

22. **Executive Session – Contract/Negotiations - Fire (0100)**

Suggested Motion: Move to retire into Executive Session pursuant to Title 1 MRSA Section 405(6) (d) for the purpose of discussing contract negotiations for Fire Department.

Motion made by Curt Ring, seconded by George Edwards.

Vote 7-0

Time Started: 9:41pm

Time Closed: 9:51pm

Motion to suspend the rules made by Curt Ring, seconded by Chris Stevens.

Vote 7-0

Motion to except the one-year Fire Union Contract made by Curt Ring, seconded by Chris Stevens.

Vote 7-0

23. **Future Agenda Items**

24. **Adjourn**

Suggested Motion: Move to adjourn meeting 9:53pm

Motion made by Curt Ring, seconded by George Edwards.

Vote 7-0



MONTHLY REPORT

DATE: July 27, 2016
TO: Ronald Weatherbee, Town Manager
FROM: Amanda R. Woodard, Town Clerk
RE: July 2016 Monthly Report

*Today you are you, that
is truer that true. There
is no one alive who is
youer that you!*

DR. SEUSS

ACTIVITIES:

This month has been busy with end of year activities and getting things ready for the new fiscal year. We all have been working on getting time lines for the new year, for projects, culling of old files and other tasks that may not have been completed. This changed slightly when we received notification that you will be leaving, this transition is always difficult and sets some projects back, we will be shifting direction a little. We all here wish you the best of luck!

The Office also went through a computer and phone update that made things a little complicated at times. Things seem to be working better with just a few minor bugs left.

Although Town Office staff is not in the middle of Homecoming, we do get to hear feedback. We heard nothing but positive comments and how wonderful the Town of Lincoln is. We were also asked about local accommodations and by the looks of Town during the weekend it was great for all.

Tracie York this month worked on 30 Day Notices for taxes not paid. She will be sending out 444 of them on the first of August.

TRAINING:

Amanda Woodard took a class Municipal Law.

Monthly Transactions	July FY17
Paid Trash Passes	49
Complementary Trash Passes	87
Refrigerator Disposal	8
Tire Disposal	1
Notary / Dedimus / Copy / Fax	48
Library Fees Reconciliation	5
Police Fines & Fees Reconciliation	3
Concealed Weapons Reconciliation	8
Demo / Shingle Permits	14
ATV / Snow sled Registrations	189
Boats	35
Hunting/Fishing	35
Certified Birth	32
Marriage Intentions	8
Certified Marriage	14
Death Certificate	9
Burial Transit / Disposition	14
Cemetery Lot Sales	0
Grave Openings	4
Real Estate Taxes	209
Lien Payment	25
Personal Property Taxes	7
Motor Vehicles	520
Dogs	12
Total	1296

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

DATE: August 1, 2016
TO: Ronald Weatherbee, Town Manager
FROM: Melissa Quintela, Treasurer
RE: July 2016

PROJECTS:

The office has been busy this month; the Town Office, Public Safety, Public Works and the Library have had the new phone system installed. As with any new technology there has been a learning curve but we are all adjusting to the new phones.

I have also been working on finishing up on Fiscal year end work in preparation for auditor, Mindy Cyr's visit in August. Ann filed away all of FY2016 vendor files and created new files for the current fiscal year. We also reviewed employee accrual reports and verified sick, vacation and personal time accrued for all full time employees. This is part of the preparation for the audit as she will include the town's liability for the employee's accrued time in the report.

We advertised 18 properties for sale in the Lincoln News that the Town foreclosed on through the tax lien process. This ad prompted 8 owners to come forward and pay their taxes in full. Of the 10 properties remaining we had bids on 8 of them and will be asking the Council to approve these bids at their August meeting. I will also be asking the Council for guidance on disposing of the remaining 2 properties.

GENERAL ASSISTANCE:

This month was busier than normal with appointments. I had 7 General Assistance appointments and 1 Salvation Army appointment. While these numbers seem low they are high for a summer month. Most requests this month were for electrical disconnections.

TRAINING:

Ann attended Cash Management training in Augusta.

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

DATE: August 2, 2016
TO: Ronald Weatherbee, Town Manager
FROM: Ruth E. Birtz, Tax Assessor
RE: Monthly Report for July

Assessing Activities:

With thirty day notices and tax foreclosures notices this office was busy fielding tax inquiries. I have also been working toward commitment. If things go as scheduled I should be able to commit taxes the second week in September. After commitment, I will begin the process of a town wide property review with Bruce Arnold, the Code Enforcement Officer's assistance. This month was cut short due to the long weekend over the fourth and Jury Duty. I have to report again on August 2 and then again on September 6, 2016.

Lincoln Paper and Tissue has contested the taxes assessed to them for the FY16 fiscal year. In addition they have asked that the properties that include the Dams be sold by a commercial broker. In both cases Eaton Peabody has filed motion to contest their requests. First we are contesting the amount of taxes they should have to pay after they filed for Bankruptcy. Second we have filed to request that any sales of property that include the dam sites should include assurances of maintenance and emergency plans. We continue to be in negotiations regarding the acquisition of the dam sites. Below is a breakdown of the taxes outstanding.

Acct #	Description of property	Map	Lot	valuation equipment-land	valuation building	taxes 7/1/2015-11/20/2015	taxes due 11/21/2015-6/30/2016	Interest as of 6/30/2016	current balance with interest
*157	#8 Tissue machine			\$24,148,474	\$ -	\$210,032.68	\$326,097.40	\$ 2,518.12	\$ 350,859.85
1963	50 Katahdin Avenue/Mill Site	64	20	\$ 256,600	\$585,600	7324.46	\$ 11,370.84	\$ 89.40	\$ 12,322.36
1962	33 Park Avenue Storage	64	5	\$ 39,800	\$ 9,300	427.05	\$ 662.89	\$ 5.21	\$ 718.38
1961	Folsom Pond Dam	49	13	\$ 50,000	\$ -	434.72	\$ 674.88	\$ 5.31	\$ 731.56
1964	mill stream and spill way	136	18	\$ 31,400	\$ -	271.70	\$ 421.80	\$ 3.34	\$ 459.43
1965	Mattanawcook Lake Dam	137	145	\$ 51,500	\$ -	447.59	\$ 694.86	\$ 5.47	\$ 753.51
1966	Upper Pond Dam	41	22	\$ 25,600	\$ -	221.65	\$ 344.10	\$ 2.71	\$ 374.54

*40% is the Towns portion \$140,343.94

Events: by *Melanie Rhodes*

Another successful homecoming is done! Things went really well and the weather was great for all four days!

There were some electrical issues throughout the week. There was a bad breaker in one of the boxes near the sidewalk and Joe Brown came to the rescue and fixed it right away. The breaker needed to be replaced. There were also some issues with the electrical tree. It was used

this year more than last and a couple of the breakers kept tripping. There were a few times I had to use extension cords from town supply to keep the breaker from tripping. Joe Brown suggested having three more electrical contracting boxes made with cords and a pig tail for further events. They are more efficient, safer and easier to maneuver. If there is a way to pay for these I think it's a great idea.

The parade went off with some small hitches. But the weather held off and the veterans led the parade as requested. The bounce house was a successful money maker this year bringing in almost \$600. It's always a big hit with the little ones. The Red Neck Regatta was just as popular as ever and the Loony Hot wings competition was a success.

The beer and wine area brought in \$444 which was split with Linda and Jamie Arnold after the \$300 in petty cash was returned to the town. The split left each party with total of \$222 each. In light of the small profit, and the objections from residents on Lincoln Street, Beer and Wine proved not to be worth the effort and will not happen next year.

With more groups participating in Homecoming it became clear the communications could be better, but this is something we can work on for next year. The band and fireworks was a great finale for the weekend. Attendance at this year's Homecoming was great; every venue was well packed with people.

Economic Development Activities:

Much of my time was spent with Town Attorneys on issue with Lincoln Paper and Tissue. One of the issues being discussed is the liability of the Town with any industrial clean up. Fortunately thus far the consensus is we have none. We are looking to working with the State and Grants to assist with the cleanup of this site. The total acreage at the mill is 300 acres. This comes complete with three phase, natural gas, co-gen system for electricity and a waste water treatment plant. It would be great to use grants to clean the site up and market it as an industrial site.

I have had many questions regarding the TIF budget and Economic Development projects. The Downtown Economic Development group has taken over downtown beautification projects. They have a budget in the TIF budget to use for signs, park development, sidewalk and crosswalk painting. By having the volunteers pick the projects they do all the leg work. The design, the quotes and the final decision on what beautification projects get paid for through the beautification budget. Each individual project does not have to be approved by the council. The total budget is approved through the budget process. This gives the Downtown businesses ownership in improving the Downtown in the hopes of bringing more people to the Downtown area. The results are more volunteerism and more enthusiasm. The Economic Development Committee has recommended we add a West Broadway Committee for beautification in that business location. The only issue we have is the Lincoln Paper and Tissue TIF paid for projects on West Broadway, Rollins Wind pays for projects in the Downtown. If any proposals by these committees exceed the \$100,000 bond limit it would be required to go out to voters. The similar situation occurs with the Homecoming budget, it is the Events Coordinator who chooses what

bands, Shriners, tents, electrical and staffing they require. The toilet bids come before the Council because the Recreation Department and Homecoming are both addressed in these bids.

Negotiations are ongoing with the land acquisition at the airport.

We had an incident during Homecoming that was unrelated to Homecoming where a woman tripped on the sidewalks and broke her leg. It was hoped the sidewalks would be repaired before Homecoming but our hands have been tied by the DOT who is requiring the sidewalks be engineered.

Passports:

Passport activity is listed below.

Passport Applications Processed							
MONTH	FY11	FY12	FY13	FY14	FY15	FY16	FY17
July	57	30	13	26	20	16	25
August	31	35	22	19	17	19	
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	
Totals	353	266	266	253	215	209	

Code Enforcement Activity:

By Bruce Arnold

According to the Maine Department of Environmental Protection, they have been receiving 2 – 3 Permit-by-Rule ("PBR") applications a week from the Lincoln lakes region. A Permit-by-Rule is required for any activity that needs a permit under the Natural Resources Protection Act (NRPA). Approval and enforcement of these permits are the responsibility of the Maine Department of Environmental Protection. A PBR does not take the place of any other local, state, or federal approvals the Applicant may need.

The West Broadway Widening Project is on or slightly ahead of schedule. To date, the contractor has been able to keep two-way traffic moving through the cones. If a travel lane needs to be closed for any reason, flaggers will be used to facilitate traffic flow. Paving will recommence on or about August 11, 2016.

**ASSESSING MONTHLY REPORT
CONTINUED...**

The Safety Committee met June 27, 2016, with seven members present. Recent incidents were reviewed and recommendations were made to reduce the likelihood of reoccurrence.

There was no Planning Board Site Review meeting or Medical Marijuana workshop in July. The next Site Review meeting is scheduled for August 15, 2016, while a date for the next Medical Marijuana workshop has yet to be determined.

Town issued permits dropped off in July. To follow is a summary of those permits.

ACTIVITIES: Code Enforcement Activity:

Description	#	Permits				
		July Revenue	#YTD	Revenue YTD	FY2016	Revenue FY2016
Total Building	2	\$70.00	2	\$70.00	68	\$5,161.00
Total Electrical	2	\$80.00	2	\$80.00	30	\$1,540.00
Plumbing	1	\$112.50	1	\$112.50	33	\$4,946.25
Home Occupation	0	\$0.00	0	\$0.00	0	\$0.00
Sign	1	\$20.00	1	\$20.00	10	\$420.00
Site Plan review / formally business	0	\$0.00	0	\$0.00	14	\$685.00
Street Opening	0	\$0.00	0	\$0.00	0	\$0.00
Wood Boiler	0	\$0.00	0	\$0.00	0	\$0.00
Subdivision	0	\$0.00	0	\$0.00	5	\$2,750.00
Totals	6	\$282.50	6	\$282.50	160	\$15,502.25

**Revenues are based on fiscal year*

Budget Overview & Training:

I have no issues with the budget to report and no training was completed in July.



MONTHLY REPORT

DATE: August 1, 2016
TO: Ronald Weatherbee, Town Manager
FROM: Daniel A. Summers, Public Safety Director
RE: Public Safety (*Fire/Police/EMS*) Report for July, 2016

ACTIVITIES:

Due to numerous traffic related complaints involving speeders and reckless driving all over town throughout the year and for the expected increase in traffic over Homecoming, the Lincoln Police Department stepped up traffic enforcement. During the week of Homecoming Officers made eighty (80) traffic stops in four days. Violators, depending on their driver's history, were given warnings or summonses.

The ambulance was busy for the month of July responding to a total of 98 calls for service as of July 29th. Due to the new contract with E. Millinocket the calls that were not transports were not billed for. Out of the 98 calls 82 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 82 Billed calls and 98 Total calls.

Police officers, firefighters and EMS personnel took part in the Homecoming Parade on Saturday, July 23, 2016. The parade went smooth and was well organized. Special thanks to all who took part in the planning and preparation of this event. It was a success.

TRAINING:

On July 19th the fire department conducted water rescue training at the boat launch on Mattanawcook Lake in preparation for the Redneck Regatta event during Homecoming.

BUDGET/OVERTIME:

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

9% of the overall **police department budget** and 9% of the police department's overtime line was expended so far this fiscal year. Overtime for the month of July was **\$7,919.10**. See chart below. 9% of the overall **fire department budget** and 9% of the fire department's overtime line was expended this fiscal year. Overtime for the month of July was **\$8,127.50** See chart below

Police Department		Fire Department	
Shift Coverage	OT Expense	Shift Coverage	OT Expense
PTO	\$ 316.00	Holiday	
Vacation	\$ 700.20	PTO	\$ 98.56
Sick Leave	\$ 0.00	Vacation	\$3,663.04
Bereavement	\$ 0.00	Sick Leave	\$ 569.38
Open Shift	\$1,631.86	Bereavement	\$ 0.00
Extra Patrol	\$4,741.54	Contracted OT	\$1,730.88
Trainings	\$ 0.00	Open Shifts	\$ 0.00
Details	\$ 301.30	Fire/Incident	\$ 869.98
Transports	\$ 0.00	Details	\$ 34.95
Dept. MTGs	\$ 0.00	Engineer MTG	\$ 0.00
Work Overs	\$ 228.20	Dept. MTG	\$ 0.00
Call-in	\$ 0.00	Training	\$1,160.71
Court	\$ 0.00	Parade	\$ 0.00
Total	\$7,919.10	Total	\$8,127.50

VEHICLES & EQUIPMENT:

Engine 532 will be headed to Ramsay Welding & Machine Inc. within the next couple of days for the installation of rear aluminum inner fender liners. The cost for this work will be \$997. The old liners had rusted out and were removed from the truck for safety reasons as they were hanging too close to the tires. Ramsay's was the only business who provided a proposal. This proposal includes labor. The truck will be out of service for about half (1/2) a day.

All four (4) rear tires on Engine 532 will need replacement in the coming weeks. The cost of these tires is \$1,422.44. Treeline Inc. inspects the fire trucks when they come due at the end of October, 2016. The tires are needed or the truck will not pass inspection.

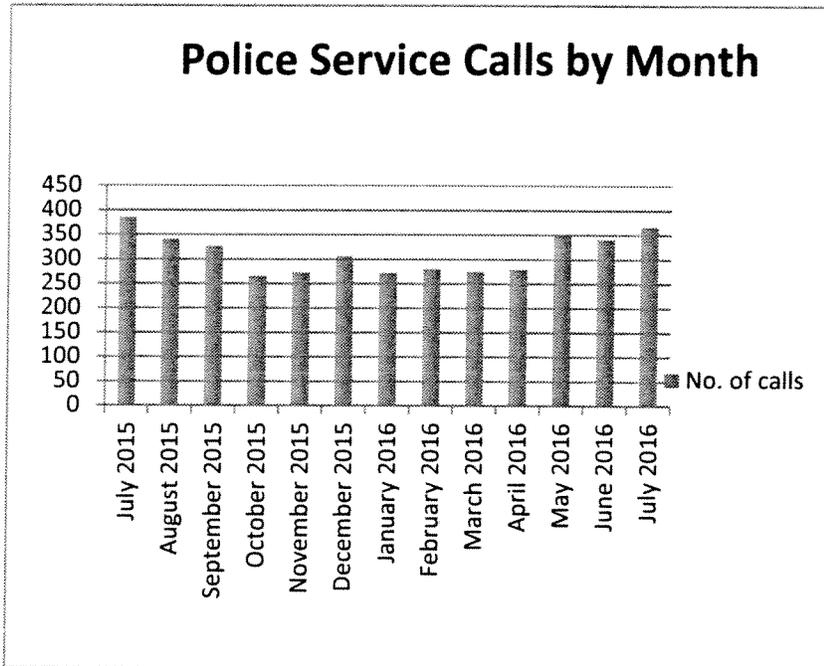
The beginning of the fiscal year has been tough on the vehicle maintenance line of the Police Department. The department has spent \$1,379.35 on repairs out of a \$4,000 budget line. The following maintenance was performed on the following cruisers; **2010 Crown Victoria** – Purchase and mounting of two (2) new front tires, oil, lube, and filter for a cost of \$275.75. **2011 Crown Victoria** – AC Dryer and recharge for a cost of \$199.30. I have not received an invoice for the replacement of the Oxygen sensor which was done on Thursday 07/27/2016. **2014 Ford SUV** – Purchase and installation of brakes all the way around, wheel bearing replacement on the front driver's side, oil, lube, and filter for a cost of \$734.10. **2016 Dodge SUV** – Radar unit installation for a cost of \$170.00.

PUBLIC SAFETY BUILDING:



Maine Fire Protection Systems have ordered the parts necessary for the installation of 6 pendent sprinkler heads to provide sprinkler coverage in the basement of the Public Safety Building. Maine Fire Protection Systems was the only business that does this type of work to submit a proposal. This proposal includes labor costs which totals \$2,210. The work will be scheduled when the parts arrive. It is anticipated that the work will begin around mid-August.

The new phone system was installed at the Public Safety Building during the week of Homecoming.



Police Dept. Summary		
Month	# of Calls	
	FY2016	FY2017
Jul	384	367
Aug	341	
Sept	326	
Oct	265	
Nov	272	
Dec	306	
Jan	271	
Feb	280	
Mar	274	
Apr	279	
May	351	
Jun	341	
Total	3,690	

The Department handled 367 incidents for the month of July 2016.

Admin Delivery Complaints	2	Juvenile Problem Complaints	1
Agency Assist Complaints	15	Juvenile Runaway Complaints	1
Alarm Complaints	18	Lost or Found Property Complaints	11
Ambulance/ Medical Assist Complaints	9	Motor Assist Complaints	2
Animal Problem Complaints	18	Motorcycle/Recreation Veh Problem Cmplts	2
Assault Complaints	2	Noise Problem Complaints	7
Attempt to Locate Complaints	1	Overtime Detail Complaints	10
Bail Search Complaints	1	Parking Problem Complaints	1
Bomb Threat or Attack Complaints	1	Person Wanted Out Complaints	3
Burglary Complaints	4	Police Information Complaints	42
Citizen Assist Complaints	12	Probation/Parole Violation Complaints	1
Civil Matter Complaints	4	Property Check Complaints	5
Communications Offense Complaints	6	Suspicious Person/Circumstance Complaints	15
Cont Subs/Marijuana Complaints	5	Theft Complaints	9
Cont Subs/Other Drugs Complaints	3	Traffic Accident, Pers Injury Complaints	3
Court Service Complaints	5	Traffic Accident, Prop Damage Complaints	17
Criminal Mischief Complaints	5	Traffic Hazard Complaints	2
Designated Patrol Complaints	14	Traffic Offense Complaints	8
Disorderly Conduct Complaints	6	Trespassing Complaints	4
DUI Alcohol or Drugs Complaints	1	Utility Problem Complaints	3
Escort Complaints	1	Vehicle Lockout Complaints	1
Erratic Vehicle Operation Complaints	18	Vehicle Serial # Inspection Complaints	1
Family Fight Complaints	3	Violation of P.O. Complaints	2
Fireworks Complaints	3	Warrant Arrest Complaints	4
Fraud Complaints	13	Weapon Problem Complaints	1
Harassment Complaints	9	Welfare Check Complaints	32
Cases cleared by Adult Arrest	9	Traffic Stops	207
Cases Cleared by Juvenile Summonses	0	Traffic Citations Issued	9
Criminal Summonses	19	Traffic Written Warnings Issued	0
Court Papers Served	3	Traffic Verbal Warnings Issued	175

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

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

DATE: August 2, 2016
TO: Ronald Weatherbee, Town Manager
FROM: David A. Lloyd, Public Works Director
RE: July 2016

ACTIVITIES:

This month the Curtis Farm Road received some much needed ditching. The crew ditched the south side of the road from the South Road intersection to the Half-Township Road. In several areas the crew hit ledge and was unable to continue the ditch so water was diverted. While in the area I had the crew ditch a small section of the Half-Township Road that I noticed wasn't draining well this spring. After the crew was done ditching we stabilized the ditch with grass seed and hay mulch before grading the road and applying 1400 gallons of liquid calcium. The crew then went on to ditching and replacing culverts on the White Point Estate Road. It is hard to believe that this roadway is over twenty years old and the culverts were showing their age. Two of the culverts had required patches and/or maintenance in recent years so these were upgraded to new polyethylene culverts.

Shaughn Millett did a great job sweeping during the Homecoming/Loon Festival this year. I had several calls from people saying how nice the town looked during the festival. Shaughn was scheduled to sweep different areas each morning to keep the town looking nice.

This month we had two bid openings that will require the Town Council to award. The first is the FY17 paving bid which we received four bids from contractors that perform this service. The bid required the contractor to submit a price per ton for an approved MDOT mix design for 9.5 mm mix.

Lane Construction bid \$77 per ton

Wellman Paving \$73 per ton

D&D Paving \$89 per ton

B&B Paving \$65.77 per ton.

The utilities such as the water and sewer districts will be responsible for raising their structures before any paving is done and to be onsite when the pavement is placed. We are responsible for cutting the shoulders back and sweeping just prior to paving. The bid also requires the contractor to provide flaggers for when the work is being completed and the surface to be tacked before any pavement can be placed.

The second bid opening was the roadside mowing which we received three bids.

Jeremy Hamm \$65 per hour six foot side mounted bush hog(meets bid specs)

Trey Miller \$50 per hour 5.5 foot side mounted flail mower

Hamm Hogging \$65 per hour 5 foot side mounted unit



Vehicle Maintenance:

This month the dump cylinder on truck four started to leak oil. We had been watching the corrosion on the cylinder for the last couple of years and just recently the unit started to leak significantly. We pulled the truck out of service and removed the dump cylinder and had complete hydraulics pick it up to see if they could rebuild the unit. Unfortunately they said they could try and install new seals but their concern was the corrosion would just roll the seals up and the cylinder would leak once again. I checked with HP Fairfield for a replacement but found that a new cylinder would be about 3-4 weeks for delivery. I then checked with Complete Hydraulics and found their price to be cheaper and we could have it in about seven days. Truck #4 was our salt dispensing unit for about 5 years which I believe contributed to the early corrosion of the cylinder.

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

DATE: July, 30th 2016
TO: Ronald Weatherbee, Town Manager
FROM: Thomas Vachon, Transfer Station Director
RE: July, 2016

ACTIVITIES:

This month I am thankful for many things, we have received several compliments from customers and I feel our corporative efforts paying off. The Public Works Department did a fantastic job screening our compost. People are reporting that is the best quality compost and their gardens are flourishing. During probably their busiest week before homecoming, the Parks and Recreation crew mowed and trimmed around the facility with professional results! Roger has found bursts of time to spread our C&R material over the mobile trailer and future tire storage area. He has also been filling potholes and grading around the recycling building in addition to his normal baling and recycling responsibilities. Eugene is keeping the volunteer crew busy helping customers with recycling and keeping the facility neat and picked up. We currently have 3-part time volunteers that without their help we would struggle to keep up everything. Charley, Tia and Samantha combined put in about 25 hours a week of labor to help us with sweeping, picking up and helping customers. So thank you very much to all for helping.

EQUIPMENT MAINTENANCE:

We have received the new tires for the skid steer and are looking forward to putting them on when the current ones are completely worn out. We have noticed a problem with the foot leavers sticking so we cleaned and lubricated the leavers and linkages. This helped a little but it seems to still have an issue. I contacted Browns Equipment Repair for an estimate; He stated it would be hard to tell without taking it apart to diagnose it. We are hoping that it is a spring or spool in the control and won't be too bad.



July Collection Recycle Materials		
Product	2015	2016
Cardboard	19,000 lbs.	15,000 lbs.
Newsprint	8,800 lbs.	6,800 lbs.
#2 Plastic	1,250 lbs.	700 lbs.
Mixed plastic	1,250 lbs.	2,340 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

Materials	MTD	FYTD	Comments
Cardboard	49 Bales	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	Loads	Tons vary per load
Glass			20 tons per load
Ash	Loads	Loads	12-15 tons load
Shingles	1 Loads	Loads	20 tons per load
Sheetrock	1 Load	Loads	20 tons per load
Waste Oil			Gallons shipped
E-Waste			#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	\$ 77.00	\$ 23,603.58
Aug	324.63	\$ 79.00	\$ 25,645.77		Aug			
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			



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

DATE: JULY 31, 2016

TO: Ron Weatherbee, Town Manager

FROM: Linda Morrill, Library Director

RE: JULY 2016

Librarian Notes: As we start the first month of our new fiscal year I am pleased with the increased usage at the library with computer use, book and other material usage and program attendance. Library staff will continue working toward their Library Certificate through the free online program at the Maine State Library in August. July was very busy with over 3,465 people stopping in to check out books and other material and attend our programs held daily. The Friends of the Lincoln Memorial Library did a great job of staffing the sale including set up and take down. Our Artist of the Month program featured "Loons" in July donated by Roger Stevens, Martin Leavitt, Jim Morrill and Jane Scanlon.

LIBRARY STATISTICS:

Circulation	July 2016	2017 YTD
Days Open	21	21
Wi-Fi Use	988	988
Adult Computer Use PAC's	1044	1044
Items Borrowed	7961	7961
Interlibrary Loan		
Borrowed	182	182
Loaned	7	7
Total	10182	10182
New Patrons	July 2016	2017 YTD
Resident	41	41
Non-Resident	17	17
Total	58	58

Adult Programs July 2016	Attendance/Participants
Computer Assistance/Instruction	48
Genealogy Class	6
Outreach (various organizations)	15
Summer Reading Program	62
Total	131



**LIBRARY
MONTHLY REPORT CONTINUED...**

Children's Programs July 2016	Attendance/Participants
Fun day at the Library	14
Story time with Miss Sandy	16
Baby Play	21
Champions	43
Little Busy Bees	20
Discover the United States with Miss Sandy *started 7/20/16	9
Little Movers	23
Game and Lego Play	24
Movie Friday	16
Loon Art Contest	13
Total	199

The programs for children are held throughout the summer to encourage children to continue reading throughout the summer months. In addition we are continuing to hold programs for babies and 4 and under each week. These programs have been well received by our users.

Library Revenues FY 2017	Fees*	Donations to 1126 Reserve Account	Memorial Donations Reserve Account 3131
JULY 2016	\$573.75	\$103.41	
FY 2016 totals	\$573.75	\$103.41	

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

Acquisitions	July 2016	FY 2017 Totals
Books Purchased	98	98
Donated books used	201	201
DVD's Donated	35	35
Magazines Donated	64	64
Books on CD Donated	3	3
Total	401	401



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

DATE: August 3, 2016

TO: Lincoln Town Council

FROM: Jeremy Weatherbee, Cemetery, Parks and Recreation Director

RE: July 2016

ACTIVITIES:

- Summer programs are winding down as July comes to a close. All in all, we had 405 children and adults participate in kayaking, track and field, T-ball, farm league, swimming lessons, tennis, co-ed basketball, co-ed soccer, cheering, basketball camp, and soccer camp! Last summer's season saw just over 300 participants. The more community members that are active, the happier we are!



- Work on the Community Walking and Fitness Trail extension began this month. HC Haynes came in with a skidder and cleared the trail corridor, another company spent a couple of days clearing the trail with a stump grinder, and Mark Littlefield is scheduled to begin hauling gravel at the beginning of August to construct the trail base. The trail is a tremendous asset to the community; make sure you check it out!







- Recreation Center Fundraising took place during the month of July at Marden's. Daniel Millet took the lead in this project and got permission from the Marden's corporate office to collect money for the Recreation Center throughout the month. Thank you to Dan! If you have any thoughts or ideas on fundraising, contact the Recreation Department.
- The Waterfront saw lots of use this month. As the temperatures rose, so did attendance at the beach. Beach day during Homecoming saw an absolutely packed house! The 3 on 3 tournament that the Recreation Department sponsors also saw a big jump in participation to 10 teams. The basketball court at the beach, a trouble area in years past, has been low key this year. It has occupied by a younger generation of basketball players, and their positive behavior has changed the entire dynamic of the basketball court. One of our basketball hoop backboards was shattered. The person slam dunked the basketball, and the backboard shattered. The responsible individual immediately reported what they had done. We will replace the backboard and rim during the month of August. I have also ordered signs for the court that say "no dunking" and "do not grasp the rim or net".





BUDGET:

The department's budget sees the majority of its expenditures during the month of July because all of our programs are in full swing, summer projects are underway, and equipment maintenance is needed, and the grass is growing fast and furious.





TOWN COUNCIL

AGENDA REQUEST

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

Council Meeting Date: August 8, 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	Judith Fleming	\$6,000
131 Millett Mallett Rd	\$740	Brain & Andrea Savage	\$1,000
31 Lakeview St	\$4,440	Edwin Goodwin	\$4,530
747 Mohawk Rd	\$7,450	Danny Ireland	\$8,000
Back Road to Lee	\$1,800	Gardner Land Co.	\$2,509
38 Perry St	\$1,315	John & Nancy Stevens	\$3,000
266 Main St	\$4,150	Scott Birtz	\$6,165
97 Main St	\$5,540	Matthew & Rebekah Peterson	\$12,255

Action Needed From Council: Approve Bids

Is This Item Budgeted: N/A
Was This A Bid Process: Yes Lowest Bid: N/A
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: 08/08/2016	Today's Date: 08/01/2016
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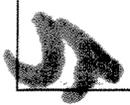
Department: Clerk

Department #: 101

Request: Renew liquor license for Wing Wah 60 Main Street, owned by Michael Chan. There have been no changes and the Public Safety Director has no concerns with re issuing the License.

Action Needed From Council: Approve License

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



TOWN COUNCIL
AGENDA REQUEST

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

Council Meeting Date: 8-8-2016	Today's Date: 8-1-2016
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Department: Public Works

Department #: 406

Request: To award the FY17 paving bid to B&B paving for 65.77 per ton.

Action Needed From Council: to approve the FY17 paving bid to B&B paving

Is This Item Budgeted: Yes

Was This A Bid Process: Yes Lowest Bid: Yes

Is Public Hearing Required: No

If So What Dates: NA



BID OPENING
Paving

Present: Melissa Quintela, Treasurer, Tim Hardy, Public Works
August 1, 2016, 10:00am

Bids Received:

Bidder	Per Ton	
Lane	\$77 —	
Wellman	\$73 —	
D&D	\$89 —	
B & B	\$65.77	



TOWN COUNCIL
AGENDA REQUEST

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

Council Meeting Date: 8-8-2016	Today's Date: 8-1-2016
Department: Public Works	
Department #: 406	

Request:

Award FY 17 roadside mowing bid to one of the three bidders (please see information attached) Also note that two of the three bidders does not follow bid specs in which they cut 5 and 5 ½ feet instead of 6. One bidder does the bid but is one of the higher bidders.

Action Needed From Council: to approve the FY17 roadside mowing bid.

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



BID OPENING
Roadside Mowing

Present: David Lloyd Public Works Director; Amanda Woodard, Town Clerk.
July 25, 2016 8:36AM

Bids Received:

Bidder		
Trey Miller	\$ 50.00 an Hour	
(cuts 5 1/2 feet not 6)		
Chris Ham		
(cuts 5 feet)	\$ 15.00 an Hour	
Ham Hogging	\$ 15.00 an Hour	



TOWN COUNCIL
AGENDA REQUEST

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

Council Meeting Date: 8-8-16	Today's Date: 7-25-16
Department: Transfer Station	
Department #: 0510	

Request:

To approve spending \$ 1500.00 from the Transfer Station building reserve fund to have 2 flood lights installed in the trash compactor room. I feel this is a necessity for a safety concern. When the driver is backing into the compactor building a spotter guides him from inside the building. Depending on the time of day the driver cannot see the spotter making it difficult to couple the trailer to the compactor. Flood lights would be installed to illuminate the front of the compactor as well as the spotter and avoid any potential injury to the spotter and or damage to the compactor/ trailer. The Transfer Station building reserve fund currently has \$ 3000.00 and this would leave a balance of \$ 1500.00.

Action Needed From Council: Approve spending \$ 1500.00 form Transfer Station building reserve

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



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57