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

DATE: October 3,2016
TO: Margaret Daigle, Interim Town Manager
FROM: Diana V. Hill, Town Clerk Pro Tem
RE: September 2016 Monthly Report

ACTIVITIES:

Tax Collector Tracie York, filed 257 liens at Penobscot Registry of Deeds and sent out 110 copies of liens by certified mail to mortgage holders and new owners. Tracie has also been working with Assessor Ruth Birtz in anticipation of tax billing in the middle of October.

Nomination papers have been circulating and were returned by September 23rd so our local ballot can be prepared. Three council seats are available and a total of 10 people returned papers; William “BJ” Dicker, Trent Gary, Marscella Ireland, Gilberte Mayo, Kelly Ryder, Sharon Sibley, Chris Stevens, James Thomas, John Trask and Katelyn Trask.

PERSONNEL: Amanda Woodard’s last day in town employ was September 27th. Amanda has served the town as Event Coordinator/Assessing Clerk and Town Clerk for almost six years and will be greatly missed.

TRAINING:

Diana Hill attended Voter Registration Training and the MTCCA annual meeting and Networking Day, both in Waterville. Clerk/Registrars are required to attend training every 2 years to keep up with current trends.

Motor Vehicle Agent Tracie York arranged to host a Motor Vehicle Fall Workshop here in Lincoln on September 21st. Ten local agents were pleased to attend training closer to home.

Monthly Transactions	Sep FY17
Paid Trash Passes	32
Complementary Trash Passes	31
Refrigerator Disposal	7
Tire Disposal	2
Notary / Dedimus / Copy / Fax	27
Library Fees Reconciliation	4
Police Fines & Fees Reconciliation	8
Concealed Weapons Reconciliation	3
Demo / Shingle Permits	9
ATV / Snow sled Registrations	33
Boats	10
Hunting/Fishing	41
Certified Birth	34
Marriage Intentions	4
Certified Marriage	12
Death Certificate	34
Burial Transit / Disposition	16
Cemetery Lot Sales	1
Grave Openings	2
Real Estate Taxes	200
Lien Payment	88
Personal Property Taxes	4
Motor Vehicles	534
Dogs	1
Total	1137

Month of September 2016

Tax Year	FY Total Abatements	FY Total Supplemental Bills	Total Commitment	Monthly Revenue	Balance	Percent Collected	Percent Collected Last Year
FY12/OLDER	\$ 395.50			\$ 1,246.05	\$ 6,286.01		
FY13			\$ 7,696,903.17	\$ -	\$ 2,362.67		
FY14	\$ 761.41		\$ 8,684,244.81	\$ 5,722.01	\$ 6,264.84		
FY15	\$ 1,089.62	\$ 100.80	\$ 7,969,159.48	\$ 13,560.54	\$ 97,346.63	98.78%	98.78%
FY16	\$ 39,003.49	\$ 37,527.06	\$ 7,971,158.69	\$ 42,567.98	\$ 599,076.66	92.49%	97.42%
FY17				\$ 33,355.34	\$ 97,366.23		
Total	\$ 41,250.02	\$ 37,627.86		\$ 96,451.92			
TOTAL MONTHLY REVENUE							

COMMENTS:

There were two abatements from the Assessor processed this month, as well as one supplemental bill issued.

There were also 293 tax receipts processed this month, including payments from the Treasurer's Tax Acquired Property process.

Respectfully Submitted,
Tracie L. York, Tax Collector

Excise Collection		% Collected	Last Year	% Col Last Year
Motor Vehicle	\$ 85,745.27		\$ 71,950.99	
Boat	\$ 43.50		\$ 37.80	
Aircraft	\$ -			
Total this month	\$ 85,788.77	Est FY 16 \$750,100	\$ 71,988.79	Est FY 2015 \$603,200
FY 2017 Excise Total	\$ 245,685.41	8.74%		11.93%

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

DATE: October 4, 2016
TO: Peggy Daigle, Town Manager
FROM: Melissa Quintela, Treasurer
RE: September 2016

PROJECTS:

Ann Morrison marked her three-year anniversary this month as Deputy Treasurer. Ann processes both Accounts Payable and Payroll warrants on a weekly basis. She has been taking on more responsibility in the last year and has compiled a binder of written procedures that she can follow if she needed to complete any of my tasks.

We have had to advertise a second time to sell the Town's interest in two properties we foreclosed on in March. We had 10 properties available and 7 of those were awarded to the highest bidders at the September Council meeting. There has been some dispute on one property and with advice from Eaton Peabody we hope to either have the taxes paid by the former owner or to award the property to the highest bidder at the October Council Meeting.

GENERAL ASSISTANCE:

We have had several calls about applying for heating assistance already this year. We will not start taking applications for this program until November 1st this year.

I have also been very busy this year with Rent assistance. We have already spent \$2,236 this fiscal year; all of this is attributed to rent payments. I have observed that the average age of our General Assistance applicant is younger than we have dealt with in the past. We required that these able-bodied young people are actively searching for jobs and programs to assist them. If a client is under the age of 25, the Town can seek restitution from a parent that resides in Maine. We can also contact the parent and see if that parent is willing to provide for the clients' basic needs.

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

DATE: October 4, 2016
TO: Peggy Daigle, Interim Town Manager
FROM: Ruth E. Birtz, Tax Assessor
RE: Monthly Report for September

Assessing Activities:

Because of other duties, commitment has been pushed back to the 2nd week in October. One of the issues taking a considerable amount of time is calculating Tree Growth penalties. To date I have processed multiple requests for penalties. If all the properties sell that have request penalties, we will be looking at over \$15,000.00 in additional revenues.

I was out of the office for three days in September at Tax School. As President of the Maine Association of Assessing Officers, I receive free room and board. This saves the Town \$360 per year in education costs. I received my required 16 credit hours for maintaining my certification as an Assessor at this conference.

I have denied the mill's request for an abatement on the valuation of their business equipment for FY2016. Apparently, when a property is in foreclosure the 180-day requirement to file an abatement request is voided. I received a request to reduce the valuation of the mill's equipment on June 29, 2016. The basis of the requests for the abatement is the Assessor failed to apply acceptable valuation methodology in assessing the property, and the Assessor failed to consider the possibility of bankruptcy by the company. I denied the request on the basis there was no way to know about the pending bankruptcy, and I had applied acceptable valuation methodology in assessing the equipment. If Lincoln Paper and Tissue wishes to appeal, it will go to the Maine Board of Assessment Appeal because the value of the equipment exceeds the threshold for the local Board of Appeals to hear the appeal.

Events: by *Melanie Rhodes*

The haunted trail is being advertised. The dates are 10/8 and 10/15. October 22 had to be cancelled due to a semi-formal dance at Mattanawcook Academy. I have contacted the dance coordinator to check and see if this dance is going to be a yearly event. If so, then I will schedule accordingly to fit in all three days.

Arrangements for the trail this year are going well. There was a much better response for volunteer participation and with one year done, things seem easier to organize. This year we have a group of zombies from the Bangor Zombie walk group to volunteer for both nights. These are some scary zombies too.

Plans have also been made for the children's party at the library. The party is scheduled for 10/31 at 3pm-5pm. I have met with Linda Morrill to solidify plans for food and goodie bag contents.

Work is also being done on the tree lighting and Breakfast with Santa. The choice for lights this year is red and white with green placed through each string. I have a potential tree too. I have to contact the person that owns the house to see if we can have it. That will be done within the week.

Cemetery mapping is also going along well. I'm working on Park St. cemetery at the moment. I'm trying to figure out a plan to start on West Broadway. This is proving to be difficult as West Broadway is not laid out as concise as Park St. **Following note by Ruth Birtz**

The cemetery project started with me under Town Manager Lisa Goodwin. It was turned over to the Clerk who had volunteer Diane Whitney enter in data collected by a Civics class taught by Councilor Curt Ring. The students inventoried the gravestones in the cemeteries. Once the data was entered by Diane Whitney, cemetery deeds needed to be entered. Several counter clerks worked on cross referencing data from multiple sources to try to identify which cemetery deeds went with burial plots. The issue being individuals buried were sometimes not of the same name of the person who purchased the lots. No progress was made entering deeds into the cemetery data base. The project was turned back to me under Town Manager, Ron Weatherbee. Melanie worked to complete a cross reference of old lot numbers to the new lot numbers. With that done as she enters the deeds with old numbers she can enter the information under the new lot numbers. She has encountered some information that was not complete or listed incorrectly, but the point is progress is being made. All credit to Melanie for taking on this challenging task.

Economic Development Activities:

A further discussion on the fate of Lincoln Paper and Tissue has resulted in the Town Council directing the Town Manager to pursue working toward the cleanup of the mill site. I have been working with the Town Manger on this project.

Lakeville Shores has closed on the dams at Upper and Folsom Ponds. They are in process of drafting the deeds to convey the two dams to the Town of Lincoln.

The Economic Development Committee is moving forward with plans to develop a written development plan to submit to the Town Council. In light of recent questions regarding projects the committee is undertaking they feel a plan that outlines step by step goals of each subcommittee that the Council as well as residents can follow would be of benefit. Chairman of the committee, Bill Davis, will now be submitting a monthly report to the Town Manager on what he will report to the Council at each meeting.

Negotiations are ongoing with the land acquisition at the airport.

We met with John Devin of the Department of Transportation to discuss what can be done to repair our sidewalks without incurring the full estimated cost this year. The hope was to get a temporary fix of the sidewalks that would give me time to pursue grants to cover the cost to

**ASSESSING MONTHLY REPORT
CONTINUED...**

replace and bring our current sidewalks up to code. We were successful in achieving this goal. We will do a temporary asphalt fill on the sidewalks in the worst condition. We will develop a plan that will repair the worst sidewalks on a four to five-year plan starting next spring. I will meet with the Department of Economic and Community Development in November to see if they will be funding grants for this type of project we can apply for in January.

The West Broadway project is complete. The last pay request meeting was on September 30, 2016. The engineers from JW Sewall have a few details to clarify then we will be getting two more pay requests from Gardner and one from JW Sewall. The project was within budget and the money not spent will be paid back to the bond bank.

The sign and Loon are completed. We are working on installation. The Loon unveiling ceremony will be held October 8, 2016. The sign will be final at the will of Emera Maine. We have done everything we can to expedite this, but it is up to scheduling at this point.

It is clear with the questions regarding TIF expenditures that past practice is not acceptable any more. Moving forward, expenditures under a general budget line item, such as advertising, miscellaneous Economic Development, will go before the council for approval. Items approved specifically named in the budget such as salaries, homecoming, Breakfast with Santa will not.

Passports:

Passport activity is listed below. Passport services are considering a rate increase in the agents' fee from \$25.00 to \$35.00. This would be increased revenues for Lincoln.

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	26
September	10	14	10	10	12	4	18
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

Questions regarding Lincoln's Shoreland Zoning Ordinance picked up in September. Many new lakefront lots have recently been purchased and are in the process of being developed. Shoreline stabilization and tree removal are still the main issues for lakefront property owners.

The West Broadway widening project is complete. A project walk-down occurred on September 23rd with representatives from the Sewall Company and Gardner Construction.

The Safety Committee was unable to meet this month due to scheduling conflicts. Lincoln's annual Leadership Survey meeting with Robert Thomas, Sr. Loss Control Consultant for Maine Municipal Association, has been scheduled for October 04, 2016. This is a review of the safety-related activities the town has undertaken to address employee training, department written safety programs, safety committee activities, the commitment of the town to work towards continuous safety improvement, and the reduction in uncontrolled hazards that could have a negative effect on the town's worker compensation insurance contributions.

The Planning Board met September 19th; a new Chairperson (Richard Wyman) was elected, as was a new Vice-Chairperson (Mark Blomsma). I was appointed Recording Secretary as no one else was interested. The next regular meeting has been scheduled for October 18th; a medical marijuana workshop has been scheduled for October 20th.

To follow is a summary of permits issued this month. Subsurface waste disposal system inspections increased in September. The fees collected from plumbing permits this month were nearly equal to the fees collected from May through August 2016 (\$1,930).

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

ACTIVITIES: Code Enforcement Activity:

Description	#	Permits				
		September Revenue	#YTD	Revenue YTD	FY2016	Revenue FY2016
Total Building	6	\$170.00	13	\$602.00	68	\$5,161.00
Total Electrical	5	\$220.00	8	\$420.00	30	\$1,540.00
Plumbing	8	\$1,417.50	10	\$1,717.50	33	\$4,946.25
Home Occupation	0	\$0.00	0	\$0.00	0	\$0.00
Sign	0	\$0.00	2	\$40.00	10	\$420.00
Site Plan review / formally business	0	\$0.00	1	\$100.00	14	\$685.00
Street Opening	1	\$50.00	1	\$50.00	0	\$0.00
Wood Boiler/Junkyard	2	\$500.00	2	\$500.00	0	\$0.00
Subdivision	0	\$0.00	0	\$0.00	5	\$2,750.00
Totals	22	\$2,357.50	37	3,429.50	160	\$15,502.25

**Revenues are based on fiscal year*

Budget Overview & Training:

There are no issues with the budget or training to report.

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

DATE: October 3, 2016
TO: Peggy Daigle, Interim Town Manager
FROM: Daniel A. Summers, Public Safety Director
RE: Public Safety (*Fire/Police/EMS*) Report for September, 2016

ACTIVITIES:

On September 11th Officers were busy investigating a crash that involved a stolen pick-up truck from the City of Westbrook and a local residence here in Lincoln. Officer John Walsh put in a long night and day and was able to apprehend (2) two people in connection with the crash and a host of other charges. They were identified as Shane McAlister (28) and Christina Floridino of the City of Portland. Great job, Officer Walsh.

On September 16th Officers of the Lincoln Police Department as well as a deputy from the Penobscot County Sheriff’s Office executed a search warrant at 675 Mohawk Road in Lincoln. This search warrant was conducted as a follow-up to the sheriff’s department case involving a marijuana grow operation days earlier in another town. This demonstrated great teamwork between the two agencies.

On September 23rd Lincoln Firefighters received a mutual aid call to respond to 444 Route 2 in the Town of Winn on a report of a fully engulfed structure fire. During overhaul operations, Lieutenant Damien Parent was injured when he became pinned between a wall and the counterweight of an excavator. Parent was transported to the Penobscot Valley Hospital where he was treated and released. Firefighter Donald W. Olsen was also treated for a 2nd degree burn on his left ear.

EMS/Ambulance Calls		
Month	FY 2017	Revenue
July	82B/98T	\$6,560
August	68B/85T	\$5,440
September	67B/85T	\$5,360
October		
November		
December		
January		
February		
March		
April		
May		
June		
Total		

TRAINING:

On September 20th extrication and JAWS training took place at the public safety building parking lot. Special thanks goes to Soucy’s Garage for their donation of (2) two cars that were used in the training. Soucy’s Garage have been supporters of Lincoln Public Safety for a number of years and have also donated cars for the “Every 15 Minutes” program which is scheduled for the Spring of 2017.

During the week of September 12th Captain Kenny Goslin attended the National Fire Academy for instruction on leadership and administration. Topics included methods and ideas for recruiting and retention, motivating recruits and current firefighters, encouraging an atmosphere of self-respect, empathy and understanding, recognition of achievements, etc. Captain Goslin met with several firefighters from around the world to discuss their experiences and came back with good ideas. Captain Goslin is now in the development stages of creating a recruitment and retention program for the fire department.

During the week of September 19th Sergeant Glenn Graef attended the Maine Criminal Justice Academy and received his certification as an Urban Rifle Instructor. This certification will allow Sergeant Graef to qualify members of the Lincoln Police Department annually in the use of their rifles, which is part of their duty gear. There is only one other officer who can qualify department members annually for rifle use and that is Officer York who is a full-time officer with the Town of Houlton. Officer York also works as a part-time police officer with the Lincoln Police Department.

BUDGET/OVERTIME:

26% of the overall **police department budget** and **26%** of the police department’s overtime line was expended so far this fiscal year. Overtime for the month of September was **\$8,282.33**. See chart below.

26% of the overall **fire department budget** and **30% of the fire** department’s overtime line was expended so far this fiscal year. Overtime for the month of August was **\$8,319.55** See chart below;

Police Department		Fire Department	
Shift Coverage	OT Expense	Shift Coverage	OT Expense
PTO	\$2,157.42	Holiday	\$ 0.00
Vacation	\$ 893.54	PTO	\$ 0.00
Sick Leave	\$ 0.00	Vacation	\$3,857.36
Bereavement	\$ 0.00	Sick Leave	\$ 0.00
Open Shift	\$ 487.00	Bereavement	\$ 0.00
Extra Patrol	\$2,875.05	Contracted OT	\$2,163.60
Trainings	\$ 0.00	Open Shifts	\$ 0.00
Details	\$ 125.22	Fire/Incident	\$1,063.96
Transports	\$ 354.47	Details	\$ 0.00
Dept. MTGs	\$ 0.00	Engineer MTG	\$ 0.00
Work Overs	\$ 385.42	Dept. MTG	\$ 0.00
Call-in	\$ 705.86	Training	\$1,234.63
Court	\$ 298.36	Parade	\$ 0.00
Total	\$8,282.33	Total	\$8,319.55

VEHICLES & EQUIPMENT:

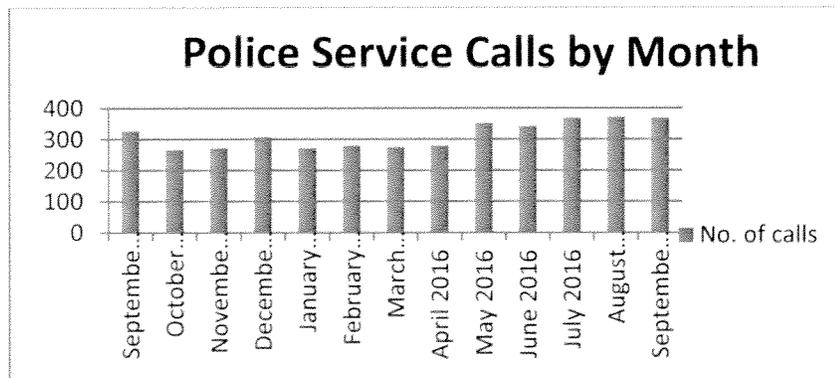
Engine #533 will be scheduled for maintenance at Reliance Equipment sometime in the month of October or November. We are waiting for a date from the company. The repair items include Priming System Repairs, Pump Master Drain, #1 Discharge Valve, #1 Discharge Bleeder Valve, Pump Shaft Packing, Pump Gear Case & Auto Lube Oil, NFPA Dry Vacuum Test. The total estimate of repairs is \$3,909.75. This money will be coming the EMS account. There is currently \$49,000 in this account.

As of October 5, 2016 Engine #532 has been grounded until repairs can be made to the steering wheel shaft. This was discovered during a truck inspection by Treeline. Maintenance has been scheduled for this repair. Engine #533 failed inspection and had to be immediately taken over to Treeline for brake work so that it could be put into service. Engine #531 failed inspection as maintenance is needed for brake canisters. This has also been scheduled. The ladder truck (#535) will not pass inspection until the tie rods are replaced. Engine #534 failed inspection and has a host of issues. I am awaiting a list of defects from Treeline.

The Fire Department is looking at purchasing eight (8) used Self Contained Breathing Apparatus (SCBA) from IPS. These bottles have come from the Caribou Fire Department and still have about 4 years left on the bottles and six (6) to eight (8) years left on the packs. These SCBA's will replace eight of our oldest SCBA's that are 30 years old. The goal is to have our inventory meet current NFPA standards. The cost of these SCBA's is \$625 each for a total of \$5,000 and will come from the EMS account.

PUBLIC SAFETY BUILDING:

Nothing to report.



Month	# of Calls	
	FY2016	FY2017
Jul	384	367
Aug	341	370
Sept	326	367
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 September 2016.

Admin Delivery Complaints	3	Motorcycle/Recreation Veh Prob Complaints	1
Agency Assist Complaints	14	Motor Assist Complaints	2
Alarm Complaints	16	Noise Problem Complaints	1
Ambulance/ Medical Assist Complaints	8	Nonsufficient Funds Checks Complaints	1
Animal Problem Complaints	30	Overtime Detail Complaints	5
Assault Complaints	2	Parking Problem Complaints	1
Burglary Complaints	2	Person Wanted Out Complaints	8
Citizen Assist Complaints	16	Police Information Complaints	49
Citizen Dispute Complaints	3	Pornography Problem Complaints	1
Civil Matter Complaints	8	Property Check Complaints	16
Cont Subs Drug Equipment Complaints	1	Property Damage, Non-vandalism Complaints	1
Cont Subs/Marijuana Complaints	2	Property Watch Complaints	3
Cont Subs/Other Complaints	1	Public Service Complaints	4
Court Service Complaints	4	Search Warrant Complaints	1
Criminal Mischief Complaints	3	Sex Off, Forcible Fondling Complaints	1
Dead Body Complaints	1	Suicide Threat Complaints	1
Designated Patrol Complaints	16	Suspicious Person/Circumstance Complaints	14
Disorderly Conduct Complaints	7	Theft Complaints	9
Erratic Vehicle Operation Complaints	17	Threatening Complaints	3
Family Fight Complaints	4	Traffic Accident, Prop Damage Complaints	9
Fireworks Complaints	1	Traffic Hazard Complaints	3
Fraud Complaints	11	Traffic Offense Complaints	2
Harassment Complaints	6	Training Complaints	2
Intoxicated Person Complaints	2	Trespassing Complaints	3
Juvenile Problem Complaints	3	Unsecure Premises Complaints	1
Juvenile Runaway Complaints	1	Utility Problem Complaints	1
Lifeline Program Complaints	1	Vehicle Serial # Inspection Complaints	2
Littering/Pollution Problem Complaints	1	Warrant Arrest Complaints	4
Lost or Found Property Complaints	8	Welfare Check Complaints	26
Cases cleared by Adult Arrest	10	Traffic Stops	65
Cases Cleared by Juvenile Summonses	0	Traffic Citations Issued	8
Criminal Summonses	19	Traffic Written Warnings Issued	0
Court Papers Served	2	Traffic Verbal Warnings Issued	60

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	1	1			
<i>Lift Assist</i>	2	7	7			
<i>Vehicle Fire</i>	1					
<i>Utility Problem</i>	7	20	2			
<i>Illegal Burning</i>	3	4				
<i>Elevator Rescue</i>		1				
<i>M/V Crash</i>	5	3	3			
<i>Agency Assist</i>	2	1				
<i>Fire Service</i>	6	3	8			
<i>Public Education</i>						
<i>Smoke Invest.</i>	1	1				
<i>Mutual Aid</i>			2			
<i>Building Fires</i>	1	3				
<i>EMS Assist</i>	2	4	1			
<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>			1			
<i>CarbonMonox.</i>		1				
<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>		1	1			
<i>Stove Fires</i>						
<i>Fire Invest.</i>						
Total	37	50	26			

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

DATE: October 12, 2016
TO: Peggy Daigle, Town Manager
FROM: David A. Lloyd, Public Works Director
RE: September 2016

ACTIVITIES:

This month B&B Paving completed our paving projects for Fy17 and we came in under budget due to the cost of mix being lower than I anticipated when I did the budget. This year we paid \$65.16 per ton and purchased almost 1300 tons of mix to overlay Lincoln Street, Clark Street, Frederick Street, East Broadway and a portion of Ayer Street.

This year Lane Construction our cold patch vender hasn't had any patch for months and didn't know if they would be making any before the plant shut down in late October. I have now found another vender for cold patch but the price per ton is slightly higher and we have to travel to Sydney to pick it up.

The crew has already started preparing for winter plowing by going around and cutting the brush back from the sides of the road in anticipation of the upcoming snow & ice season. The town of Enfield has allowed us to use their wood chipper so we could chip the brush and not have to haul it to the transfer station which increases the cost. They only ask that we have the knives sharpened when we are done chipping. This not only reduces the time of managing roadside brush but also reduces our cost because we used to rent a wood chipper from a rental company.

This month we attended a trenching/excavation training that was hosted by the Lincoln Water District at their facility. The training was a good refresher course and everyone seemed to have questions for the EJ Prescott employees that were conducted the training. We do not do a lot of trenching so this training was a good refresher course for the employees.

It has been one year since we started selling fuel at LRG and to date we have sold over 9600 gallons of fuel. Our operations at the airport have increased due to selling fuel and to date we have had over 674 minutes of audio transmissions recorded since the first of January 2016. That may not sound like a lot of transmissions but the average length of a radio transmission is only 7 seconds according to our system at LRG.

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

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

ACTIVITIES:

I have been working with Gordon Pratt from the town of Winn to help them with their recycling. He will be bringing a small amount of recycling material to our facility. I explained to him that we would be willing to take it as long as it was sorted and added to what we have here. And that we couldn't pay them for the weight of what they bring. This arrangement benefits both towns as they won't have to pay to have it picked up and we will receive a small increase in revenue.

EQUIPMENT MAINTENANCE:

Trailer #1 had developed a leak around the control handle for the ejector ram. Roger and I removed the control and disassembled the handle valve. We found and replaced a broken o ring and it seems to be working well now.

September Collection Recycle Materials		
Product	2015	2016
Cardboard	26,000 lbs.	14,000 lbs.
Newsprint	11,900 lbs.	6,800 lbs.
#2 Plastic	2,000 lbs.	700 lbs.
Mixed plastic	3,000 lbs..	1,560 lbs.
Shredded Office Paper	200 lbs.	1,100 lbs.

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	328.82	\$79.00	\$ 25,976.78
Sept	300.19	\$ 79.00	\$ 23,715.01	Sept	272.95	\$79.00	\$ 21,563.05
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			\$ 71,756.49

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	47 Bales	96 Bales	1000lbs. per bale
Newsprint	25 Bales	25 Bales	1700lbs. per bale
Plastic #2	Bales	Bales	700lbs. per bale
Mixed Plastic	Bales	Bales	780lbs. per bale
Light Iron & Tin	1 Loads	5 Loads	Tons vary per load
Glass			20 tons per load
Ash	3 Loads	3 Loads	12-15 tons per load
Shingles	Loads	3 Loads	20 tons per load
Sheetrock	Loads	3 Loads	20 tons per load
Waste Oil			Gallons shipped
E-Waste		159	#of items shipped
Equipment Tires			Lbs of items shipped
Freon Removal		64	# of units
Fluorescent Bulbs Mixed			# Veolia for recycling
4ft Bulbs		88	# Veolia for recycling
8ft Bulbs			# Veolia for recycling

MONTHLY REPORT

DATE: OCTOBER 7, 2016

TO: Peggy Daigle, Interim Town Manager

FROM: Linda Morrill, Library Director

RE: SEPTEMBER 2016

Librarian Notes: September is the month where we transition from our summer programs to our fall and winter programs. Sandy and Darlene did a great job of working together to change some of our fall programing to better meet the needs of our community. Sara and April worked together to create a new book group “Why Should Kids Have All the Fun” featuring books and related activities. Our National Library card month was successful with 59 new residents and 12 new non-residents for the month. Many of our summer residents have returned to their winter homes but are looking forward to next spring to return to our area. Our two interns continue to assist with a variety of ongoing projects that benefit library users at our library. Over the last few months, patrons/computer users have expressed their appreciation of our updated public access computers.

LIBRARY STATISTICS:

Circulation	Sept 2016	2017 YTD
Days Open	24	70
Wi-Fi Use	935	3047
Adult Computer Use PAC's	968	3382
Items Borrowed	7869	24818
Interlibrary Loan		
Borrowed	124	491
Loaned	21	43
Total	9917	24818
New Patrons	Sept 2016	2017 YTD
Resident	59	145
Non-Resident	12	44
Total	71	189

Adult Programs September 2016	Attendance/Participants
Computer Assistance/Instruction	45
Genealogy Class w/Howard	5
Outreach (various organizations)	18
Total	68

**LIBRARY
MONTHLY REPORT CONTINUED...**

Children's Programs September 2016	Attendance/Participants	Year to Date FY17
Story time with Miss Sandy	14	35
Baby Play Time	5	42
Creativity w/Books	12	12
Adventures @ the Library	22	22
Lego Club	17	17
Imagination Station	32	79
Little Readers	17	17
Book Meet & Create	13	13
Homeschoolers Group	13	13
Movie Day	50	66
1000 Books Before Kindergarten	1	53
Total	196	369

Our children's room is a place that parents/caregivers and children visit to enjoy our programs, reading out loud to practice reading, selecting a variety of book titles to bring home, play games (we have over 15 games for children to use at the library), and assisting children with homework. Each day children fill the room bringing a sense of wonder to all.

Library Revenues FY 2017	Fees*	Donations to 1126 Reserve Account	Faxes	Book Sale	Memorial Donations Reserve Account 3131
JULY 2016	\$573.25	\$164.03	NA	NA	
AUGUST 2016	\$409.75	\$153.39	\$22.50	\$144.33	
September 2016	\$241.75	\$59.90	\$9.00	131.50	
FY 2016 totals	\$1224.75	\$377.32	\$31.50	\$275.83	\$5.00

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

BUILDINGS AND GROUNDS:

This month Dennis and Teddy installed vinyl laminate flooring in the patron bathroom, the hallway by the bathroom and the main hallway from the children's room to the stairs upstairs. This has made a huge difference! The old flooring was worn and was due to be replaced. I continue to work with several contractors in the area to get the lift project started. I will be working with Bruce Arnold to prepare bids in order to get the lift started as soon as possible. The last incident happened due to a blown fuse. This was fixed within a day.

FRIENDS OF THE LINCOLN MEMORIAL LIBRARY:

The Friends of the Lincoln Memorial Library met this month to discuss possible fund raisers and also amending their By-Laws to better meet the future needs of the group and the library. Plans are being worked on to redesign the front entrance area on both the left and the right side for Spring 2017. This will give a fresh look to the current areas. The Friends will assist with the reception being held on October 8th at the library to welcome the loon to our community.

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

DATE: October 12, 2016

TO: Lincoln Town Council

FROM: Jeremy Weatherbee, Cemetery, Parks and Recreation Director

RE: September 2016

ACTIVITIES:

The cemetery crew has been busy during the month of September winterizing the tomb and beach house, removing docks, numerous painting projects, a flooring project at the library, burials, mowing, painting and repairing the gazebo, closing up the community garden, and many other maintenance projects around town.

The Cemetery, Parks, and Recreation Department is accepting bids for maintenance work to be completed this fall at the Big Narrows Boat Landing. This is a unique opportunity that may not present itself again. The Department of Inland Fisheries and Wildlife has signed an MOU with the Town of Lincoln that will allow us to remove rocks from the boat launch area and install a docking system. This will greatly improve access to Big Narrows. The DIFW has also signed an MOU with the Town to allow significant maintenance at the Stump Pond boat launch. This project is planned for the spring of 2017.

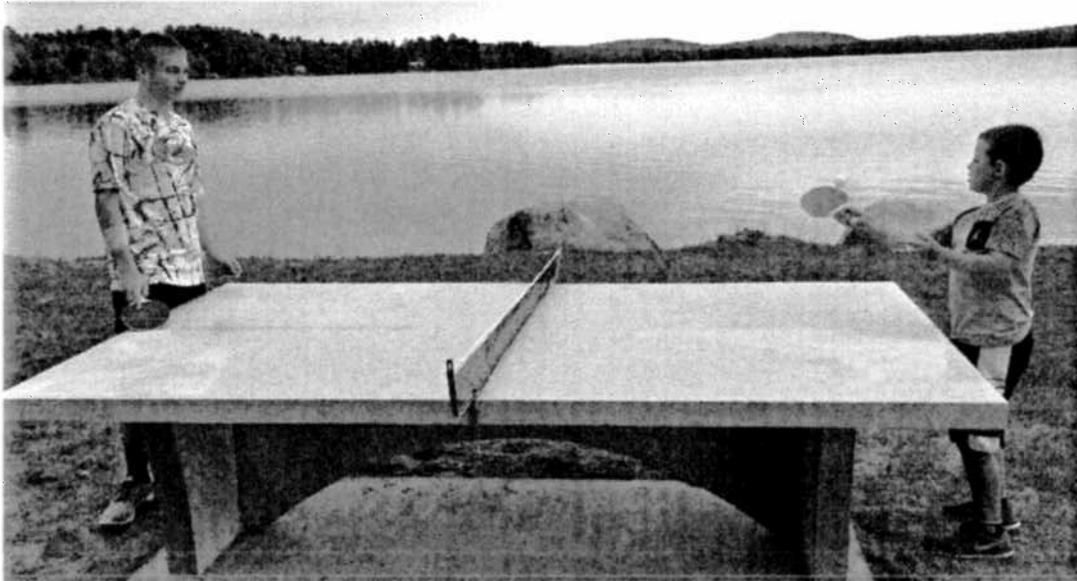
Youth football and soccer programs are in full swing during the month of September. We had 22 youngsters participate in K-2 fundamental flag football. The players were excited to have all of their games on the Mattanawcook Academy field. The Grade 2-4 and grades 5-6 tackle program has 53 total participants. Our focus has been on learning to compete and displaying good sportsmanship at all times during practices and games. The teams have received several compliments from other communities regarding how hard both teams compete and what great sportsmanship they display! Great work by the players, parents, and coaches.



Cemetery Parks & Recreation
Monthly Report, Cont'd.

Soccer numbers continue to rise in our program year after year, and this year is no exception. There are over 70 boys and girls participating in soccer. We offer clinics/mini-games for grades K-4 on Sundays and a competitive Travel Team for grades 3-6 that practices twice per week and plays a game against another community on each Saturday. Their improvement from the beginning of the season up until now is evident each time they step on the field.

The new ping pong table made of concrete and recycled glass has been installed on a concrete pad along the waterfront at Prince Thomas Park. This project was 100% grant funded. It has been very well received and is the first of its kind; come try it out! The table is a great addition to Prince Thomas Park!



BUDGET:

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