

Month of October 2016

Tax Year	FY Total Abatements	FY Total Supplemental Bills	Total Commitment	Monthly Revenue	Balance	Percent Collected	Percent Collected Last Year
FY12/OLDER	\$ -			\$ -	\$ 6,286.01		
FY13	\$ 48.31		\$ 7,696,903.17	\$ 48.31	\$ 2,314.36		
FY14	\$ 64.29		\$ 8,684,244.81	\$ 238.01	\$ 6,026.83		
FY15	\$ 210.56	\$ 100.80	\$ 7,969,159.48	\$ 4,677.57	\$ 92,669.06		
FY16	\$ 4,979.46	\$ 15,878.00	\$ 7,971,158.69	\$ 13,471.14	\$ 592,595.28	92.57%	97.49%
FY17		6886.08	\$ 7,303,891.28	\$ 142,187.00	\$ 7,071,224.13	3.19%	11.84%
FY18				\$ 547.03	\$ (547.03)		
Total	\$ 5,302.62	\$ 22,864.88		\$ 161,169.06			
TOTAL MONTHLY REVENUE							

COMMENTS:

This month the 2017 taxes were committed on October 20th, and the bills were printed and mailed. The percent collected this month compared to last year reflects the commitment date of Oct 20th this year and Oct 1st last year.

Also, there were five supplemental bills issued by the Assessor, and five abatements approved by the Town Council this month.

Respectfully Submitted,
Tracie L. York, Tax Collector

Excise Collection		% Collected	Last Year	% Col Last Year
Motor Vehicle	\$ 77,533.12		\$ 76,474.99	
Boat				
Aircraft	\$ -			
Total this month	\$ 77,533.12	Est FY 17 \$810,100	\$ 76,474.99	Est FY 2016 \$750,000
FY 2017 Excise Total	\$ 323,218.53	9.57%		10.19%

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

DATE: October 30, 2016
TO: Peggy Daigle, Interim Town Manager
FROM: Melissa Quintela, Treasurer
RE: October 2016

PROJECTS:

As the end of the Calendar Year approaches, there are several projects we are working on. I have ordered tax forms and will be reviewing the end of calendar year processing on the Trio software.

With the departure of the Town Clerk last month I assisted the Interim Clerk, Diana Hill with most of the preparations for the upcoming presidential election. I have assisted in the clerk's office all month to help cover vacations, training and lunch periods. I have also issued my fair share of Absentee Ballots for this election. Neither Diana nor I had set up and tested the new electronic voting machines so working together we got them programmed and tested prior to the State of Maine deadline.

GENERAL ASSISTANCE:

Heating Assistance will be available starting November 1st. We have already received numerous phone calls asking for assistance so this looks to be a busy year. We were lucky last year with the mild weather and the low cost of heating fuel so this year we are starting off with \$11,134 in the Heating Assistance account. This money is all donations and we greatly appreciate all who donate.

We have had several requests for assistance paying rent this month. We have had more request so far this year than the same time last year. I hope to steer these clients in the right direction to other resources that can help them or they find work.

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

DATE: November 7, 2016
TO: Peggy Daigle, Interim Town Manager
FROM: Ruth E. Birtz, Tax Assessor
RE: Monthly Report for October

Assessing Activities:

My primary function this month was finalizing commitment. Commitment was set October 20, 2016 with a mil rate of \$22.34. This was a \$.14 increase over last year's mil rate. This is after a reduction in overall valuation of \$22,000,000.00 and an increase in the budget of \$200,000.00.

Events: by *Melanie Rhodes*;

The Haunted Trail was a huge success this year, even with having to cancel the third night. There was an awesome response from members of the community this year to volunteer. Several football and soccer players, cheer leaders and coaches from MA helped to walk people through and to creep around in the woods to scare people. Members of the community both young and old also helped to guide and scare as well. On October 8, approximately 300 people walked through making a total of \$1,069 brought in after petty cash was returned. On October 15, approximately 321 people walked through making a total of \$1,284 brought in after petty cash was returned. That's a whopping total of \$2,353 for only two nights! Not too shabby I'd say!

Plans and suggestions for next year are to begin a little earlier with a meeting of the minds of all things creepy to determine a themed walk. Also to organize further, I would like to have a crew of volunteers to help set up and tear down. At the moment it's just my husband and myself getting things ready and put away. That's a lot of work for two people. I would also like to have area businesses enter scenes in the trail as well. Vendors selling hot chocolate (perhaps music boosters) would also be a great addition. The children's party is next; Halloween afternoon at 3pm at the library. Goody bags are stuffed and ready to go.

I've been getting ready for Breakfast with Santa and the tree lighting as well. The date is December 3. Breakfast with Santa is at 8:30 and the tree lighting/parade will begin at 5pm the same day. The colors this year are red and white with some green in it as well. I'm still on the lookout for a tree.

Henry Michaud has agreed to be Santa again this year for both breakfast and the parade.

Economic Development Activities:

The Economic Development Committee has set up a proto plan workshop on November 19, 2016 at Region III from 10:00am to 3:00pm. The purpose of developing this plan is to have a road map of Economic Development Activities that will be undertaken.

Transfer of the Dams from Lakeville Shores is still pending.

Negotiations are ongoing with the land acquisition at the airport.

Sidewalk repairs have been put on hold until next spring. The resurfacing for a temporary patch was not recommended. Apparently it would create more ADA concerns. The plan moving forward is to apply for a federal grant to complete the project.

The West Broadway project did not close out in the month of October as hoped. Gardner is still working on completing a punch list provided to them by JW Sewall engineers overseeing the project.

A ceremony dedicating the loon took place on October 10, 2016. April and Scott Murchison are in process of making a sign that says in short “ please don’t sit on the art”. I think everyone can agree that they have seen many people taking photos of the loon.

Significant expenditures for advertising went before and were approved by the Town Council. Other items expended through TIF this month were budgeted items for salaries, phones, internet, web hosting and the Halloween party.

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	26
September	10	14	10	10	12	4	18
October	18	15	7	15	18	9	32
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	101

Code Enforcement Activity:

By Bruce Arnold

Lincoln's lakefront lots continue to sell very well; in some cases, almost as soon as they come on the market. As was the case last month, property owners applied for subsurface wastewater disposal system permits shortly after purchasing [many] of these lots. Fees collected from plumbing permits in October equaled those collected in September.

The safety committee and I met with Robert Thomas, Senior Loss Control Consultant for Maine Municipal Association, on October 04, 2016 for the purpose of evaluating Lincoln's Loss Control Program. During the meeting three areas were discussed where, once improved, will help the town improve their safety efforts. These areas are: 1) Safety Works courtesy inspection of each town department; 2) review the town's accident investigation procedure; 3) attend a refresher class on accident investigation.

The Planning Board met October 18th for a site review of Lopez & Associates; they are located at 880 Main Street. Founded in 1998, Lopez & Associates is committed to providing professional and ethical behavioral, vocational, and emotional services with integrity to our nation's veterans. The Planning Board unanimously approved the business.

The Planning Board held a medical marijuana workshop October 20th in Council Chambers. While it was poorly attended by the public (only 2 townspeople showed up) a lot was accomplished. A proposed update to the Land Use Ordinance of the Town of Lincoln was agreed upon by the Board, and will be presented to the Town Council for consideration in December.

ACTIVITIES: Code Enforcement Activity:

Description	#	Permits				
		September Revenue	#YTD	Revenue YTD	FY2016	Revenue FY2016
Total Building	5	\$190.00	18	\$792.00	68	\$5,161.00
Total Electrical	2	\$140.00	10	\$560.00	30	\$1,540.00
Plumbing	8	\$1,417.50	18	\$3,695.00	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	2	\$100.00	0	\$0.00
Wood Boiler/Junkyard	0	\$0.00	2	\$500.00	0	\$0.00
Subdivision	0	\$0.00	0	\$0.00	5	\$2,750.00
Totals	16	\$1,797.50	53	\$5,787.00	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: November 1, 2016
TO: Peggy Daigle, Interim Town Manager
FROM: Daniel A. Summers, Public Safety Director
RE: Public Safety (*Fire/Police/EMS*) Report for October, 2016

ACTIVITIES:

On October 2nd Detective Mark Fucile gave an annual safety briefing for the Catholic Church. Items of discussion included recent trends in criminal cell phone usage as well as what to do when coming into contact with drug paraphernalia. Detective Fucile also went over the process on how to use the tip line for reporting suspicious behavior.

The Lincoln Fire Department to include members of the call company took part in a couple of public safety education events at Wal-Mart and McDonald's on September 30th and October 18th respectively. Several firefighters were on hand to give the public a tour of the fire trucks and its equipment as well as serving food.

During the week of October 3rd Captain Cory Stratton, Engineer Dave Slomienski and Firefighter Andrew Rideout participated in fire prevention training at Ella P. Burr Elementary School and Region III.

On October 12th, the Lincoln Police Department took part in the Walk to End Domestic Violence. This is the sixth (6th) year the event has taken place here in the Town of Lincoln. Interim Town Clerk Diana Hill read the Town's Proclamation which recognized this day as awareness day to end domestic abuse. The event was well attended. After the vigil, which took place at the Gazebo, citizens participated in the walk making the loop from Main Street to Adams Street to Fleming Street and then back to the Gazebo.

On October 13th, Firefighter Dave Slomienski visited the Lincoln Montessori School and gave a presentation on Fire Prevention.

On October 15th, Firefighter Kenneth Goslin was present for the grand opening of a local business, Metlife, and did a presentation on Fire Prevention.

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

On October 27th, Lincoln Police in partnership with Tim Horton’s located on West Broadway, hosted “Coffee with a Cop”. Other officers with the Penobscot County Sheriff’s Department, Maine State Police, and the Maine Warden Service were also in attendance. The event started at 8:00 AM until 10:00 AM. Citizens and officers were able to meet and chat about whatever topic was on their minds. Special thanks to owners Tyler and Angela Belk for their assistance in making this event successful. I would also like to recognize the Sheriff Morton and his crew for participating as well as the troopers and wardens who attended. I would also like to thank the citizens who joined in on the conversations. This was the 2nd such event to take place in Lincoln. The last time was November 18th, 2015.

TRAINING:

On October 6th, Principal Henry Pietras of Mattanawcook Academy, RSU 67 Superintendent of Schools Keith Laser, Detective Fucile and I attended training on Crisis Management for School-Based Incidents-Partnering Rural Law Enforcement, First Responders, and Local School Systems. The training took place at the Orono Town Office and taught by instructors of the Rural Domestic Preparedness Consortium (RDPC) in partnership with the U.S. Department of Homeland Security. Curriculum breakdown for the all-day training included; Incident Planning and Preparedness, Proactive Threat Mitigation, Incident Response and Recovery.

On October 18th and 19th Beth Jabs and I attended training in Assessing Wildfire Hazards in the Home Ignition Zone. The training took place at the Maine Army National Guard Regional Training Institute in Bangor. This was a two-day NFPA classroom seminar developed to; Increase an understanding and competency in wildland/urban interface fire mitigation, assist wildfire mitigation and prevention professionals, regardless of organizational affiliation, in assessing risks to individual homes in wildland, forested, or grassland areas, and encourage and make recommendations for corrective mitigation measures to residents and homeowner associations.

BUDGET/OVERTIME:

34% of the overall **police department budget** and **32%** of the police department’s overtime line was expended so far this fiscal year. Overtime for the month of October was **\$5,277.28**. See chart below.

34% of the overall **fire department budget** and **38% of the fire department’s** overtime line was expended so far this fiscal year. Overtime for the month of October was **\$7,347.18**. See chart below;

Police Department		Fire Department	
Shift Coverage	OT Expense	Shift Coverage	OT Expense
PTO	\$1,167.45	Holiday	\$ 0.00
Vacation	\$ 0.00	PTO	\$ 166.07
Sick Leave	\$ 0.00	Vacation	\$2,477.30
Bereavement	\$ 0.00	Sick Leave	\$2,409.66
Open Shift	\$ 587.04	Bereavement	\$ 0.00
Extra Patrol	\$1,644.88	Contracted OT	\$1,730.88
Trainings	\$1,208.94	Open Shifts	\$ 0.00

Details	\$ 0.00	Fire/Incident	\$ 462.44
Transports	\$ 173.96	Details	\$ 100.83
Dept. MTGs	\$ 0.00	Engineer MTG	\$ 0.00
Work Overs	\$ 119.78	Dept. MTG	\$ 0.00
Call-in	\$ 83.92	Training	\$ 0.00
Court	\$ 291.32	Parade	\$ 0.00
Total	\$5,277.28	Total	\$7,347.18

VEHICLES & EQUIPMENT:

On October 31st, Engine #533 was taken to Reliance Equipment for maintenance and repair that includes 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. Necessary repairs and maintenance to all the other fire trucks have been completed in order for the trucks, to include Engine #533, to pass motor vehicle inspections. I have not received the invoices from Treeline for these repairs but fully expect invoices to start coming in on all five (5) trucks. I do expect these repairs to significantly impact my maintenance line which is currently at \$6,248. I started the fiscal year with \$9,000.

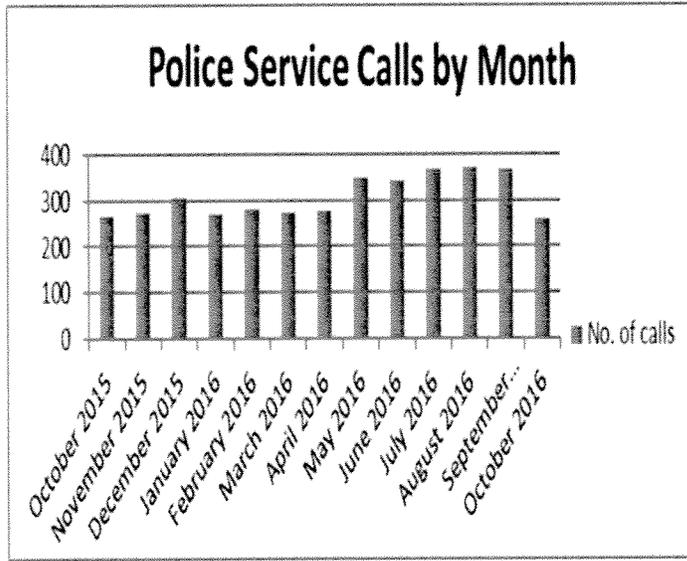
The Fire Department has ordered eight (8) used Self Contained Breathing Apparatus (SCBA) from IPS. These bottles have come from the Caribou Fire Department and still have about 4 years left on the bottles and six (6) to eight (8) years left on the packs. These SCBA's will replace eight of our oldest 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. The packs should be arriving within the first week of November.

PUBLIC SAFETY BUILDING:

A new urinal is needed in the staff bathroom. Estimates from three plumbing sources have come in at approximately \$1,000 for the work. This includes a new urinal and associated plumbing requirements. There is not enough money in the regular budget to cover this expense. I started the fiscal year with a budget of \$1,375. With all of the regular maintenance deductions throughout the rest of the fiscal year, I will have \$286 left for maintenance if something was to happen during that time.

The Department handled 259 incidents for the month of October 2016.

Admin Delivery Complaints	4	Missing Person Complaints	1
Agency Assist Complaints	9	Motorcyle/Recreation Veh Prob Complaints	1
Alarm Complaints	10	Motor Assist Complaints	2
Ambulance/ Medical Assist Complaints	3	Noise Problem Complaints	1
Animal Problem Complaints	17	Overtime Detail Complaints	3
Assault Complaints	3	Parking Problem Complaints	1
Bail Search Complaints	1	Person Wanted Out Complaints	3
Citizen Assist Complaints	17	Police Information Complaints	26
City Ordinance Violation Complaints	1	Property Check Complaints	9
Civil Matter Complaints	2	Public Service Complaints	8
Communications Offense Complaints	4	Suspicious Person/Circumstance Complaints	14
Cont Subs Drug Equipment Complaints	1	Theft Complaints	10
Court Service Complaints	11	Threatening Complaints	2
Criminal Mischief Complaints	3	Traffic Accident, Pers Injury Complaints	1
Custodial Interference Complaints	1	Traffic Accident, Prop Damage Complaints	8
Dead Body Complaints	1	Traffic Hazard Complaints	1
Designated Patrol Complaints	17	Traffic Offense Complaints	1
Disorderly Conduct Complaints	3	Training Complaints	2
DUI Alcohol or Drugs Complaints	1	Trespassing Complaints	1
Erratic Vehicle Operation Complaints	9	Unsecure Premises Complaints	3
Escort Complaints	1	Utility Problem Complaints	2
Family Fight Complaints	2	Violation of P.O. Complaints	2
Fraud Complaints	3	Warrant Arrest Complaints	2
Harassment Complaints	4	Weapon Problem Complaints	2
Intoxicated Person Complaints	2	Welfare Check Complaints	15
Lost or Found Property Complaints	8		
Cases cleared by Adult Arrest	15	Traffic Stops	82
Cases Cleared by Juvenile Summonses	1	Traffic Citations Issued	1
Criminal Summonses	16	Traffic Written Warnings Issued	0
Court Papers Served	8	Traffic Verbal Warnings Issued	77



Police Dept. Summary		
Month	# of Calls	
	FY2016	FY2017
Jul	384	367
Aug	341	370
Sept	326	367
Oct	265	259
Nov	272	
Dec	306	
Jan	271	
Feb	280	
Mar	274	
Apr	279	
May	351	
Jun	341	
Total	3,690	

Fire Department Emergency Responses / Service Calls						
Type of Calls	07/ 16	08/ 16	09/ 16	10/ 16	11/ 16	12/ 16
Fire Alarm	2	1	1	2		
Lift Assist	2	7	7			
Vehicle Fire	1					
Utility Problem	7	20	2	4		
Illegal Burning/ Permitted Burn	3	4		2		
Elevator Rescue		1				
M/V Crash	5	3	3	2		
Agency Assist	2	1				
Fire Service	6	3	8	19		
Public Education				1		
Smoke Invest.	1	1		1		
Mutual Aid			2			
Building Fires	1	3				
EMS Assist	2	4	1	8		
Hazmat						
Gas Leak	1					
Road Hazard						
Good Intent						
Boat Accident						
CO Alarm				3		

<i>Inspections</i>						
<i>Wild/Grass Fire</i>	3					
<i>Tree Down</i>						
<i>Electrical fire</i>			1			
<i>Carbon Monox.</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	42		

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

DATE: November 7, 2016
TO: Peggy Daigle, Town Manager
FROM: David A. Lloyd, Public Works Director
RE: October 2016

ACTIVITIES:

This month we have started getting the trucks outfitted for the fast approaching winter season. All the trucks have been inspected and key items double checked to make sure the sander chains and spinners were still functioning properly. We did make a couple of repairs and replaced a sander chain in truck#3 but it seems like we are all ready for winter. The drivers do these inspections themselves so it is in their best interest to repair an item now rather than during a winter storm. Almost all the drivers have gone over their assigned route to them to look for anything that has changed since last year.

Our winter sand has been hauled and pushed into a large pile at the PWD. The trucking the sand from the pit has been bid out to the public for about 15 years and this year EH Downs was the lowest bidder this year at \$56.50 per hour. This project took 76.50 hours to haul and stockpile 4200 yards of sand because we were able to have our tandem truck haul with the contractors to reduce the expense this line item. As the sand is delivered the crew adds over 500,000lbs of salt to create a blend to keep from freezing.

While in the process of calibrating the Rexroth sanding unit on truck #5 the unit went into pause mode and would not allow the unit to function. After calling the manufacture and our supplier I was informed that it was probably a printed circuit board failure and that type of repair normally takes 3-7 weeks for the unit to be repaired and returned. A new unit was located in Connecticut and shipped to our facility that day. I have also sent our broken unit out for repairs and will place the repaired unit in stock when it returns. Having a primary piece of equipment out of service for up to 7 weeks is unacceptable during the winter months and having a spare control unit will ensure we can continue to utilize these two trucks for snow and ice removal if we should have another failure in the future. So why do we calibrate our sanders? So we know just how much sand & salt we are applying to the environment. Applying too much salt is wasteful and also harmful to the environment, our goal is to use the right application rate for the weather conditions to provide safe driving conditions.

This month the crew also placed 450 yards of 1.5" screened gravel on the Airport Rd. While grading the road this summer the operator reported that the road surface consisted of most clay and sand and he was having a difficult time keeping the road surface graded. A typical gravel road with normal traffic should receive a gravel overlay every few years to replenish gravel that is removed by plowing and or everyday traffic. The gravel we use is a product that is left over from screening our winter sand. We are able to add more or less stone to it to meet our needs.

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

DATE: October,26th 2016
TO: Peggie Daigle, Interim Town Manager
FROM: Thomas Vachon, Transfer Station Director
RE: October, 2016

ACTIVITIES:

October has been a transitional month for us. We have been getting ready for winter by fixing pot holes in the yard. We are also turning and moving the compost pile. It's also a good time for maintenance on the equipment as well as the compactors. We are also hopeful to start building a small lean-to beside the stationary storage trailer. We would rather not store the mixed plastic outside as it gets covered with snow and blows around in the wind. In the past we have covered it with tarps and tires which makes it very difficult to load when it gets picked up. We have some 12 x 12 posts here and we have also collected some metal roofing to construct a small timber frame. I also attended the fall MRRRA Workshop where I attended a session discussing product stewardship and the benefits of Maine starting a council. Due to an absence I was asked to co-chair a presentation about bulky waste and lead a round- table discussion about possible solutions to bulky material handling. I was very pleased to attend and unexpectedly participate in the workshop. I was also approached by the MRRRA president Ross Nason about applying for the board of directors next year. Its gives me something to think about.

EQUIPMENT MAINTENANCE:

We installed a new window in the skid steer as colder weather is coming. We also performed a lube oil and filter service on the backhoe and skidsteer.

September Collection Recycle Materials		
Product	2015	2016
Cardboard	17,000 lbs.	14,000 lbs.
Newsprint	5,100 lbs.	5,100lbs.
#2 Plastic	1,050 lbs.	700 lbs.
Mixed plastic	3,900 lbs..	780 lbs.
Shredded Office Paper	500 lbs.	1,000 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	47 Bales	96 Bales	1000lbs. per bale
Newsprint	25 Bales	25 Bales	1700lbs. per bale
Plastic #2	7 Bales	7 Bales	700lbs. per bale
Mixed Plastic	Bales	Bales	780lbs. per bale
Light Iron & Tin	1 Loads	6 Loads	Tons vary per load
Glass			20 tons per load
Ash	3 Loads	3 Loads	12-15 tons per load
Shingles	1 Loads	4 Loads	20 tons per load
Sheetrock	Loads	3 Loads	20 tons per load
Waste Oil	500	500	Gallons shipped
E-Waste	342	501	#of items shipped
Equipment Tires			Lbs of items shipped
Freon Removal		64	# of units
Fluorescent Bulbs Mixed			# Veolia for recycling
4ft Bulbs	93	181	# 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	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	266.99	\$78.50	\$ 20,958.71
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			\$ 92,715.20

MONTHLY REPORT

DATE: NOVEMBER 3, 2016

TO: Peggy Daigle, Interim Town Manager

FROM: Linda Morrill, Library Director

RE: OCTOBER 2016

Librarian Notes: October started off with an increase of patrons and program attendance increases. The Friends of the Library and library staff provided a reception for the Loon Unveiling and over 50 people attended to enjoy homemade goodies, punch, and loon cookies. We had a loon DVD playing, stories about loons and a loon scavenger hunt. April and Sara planned and held a new adult program "Why Should Kids Have All the Fun" on a Thursday afternoon. Joy Leighton, one of our library interns, removed the dolls from our doll cabinet (this has been a part of the library since the 1950's) and replaced them with the other half of the dolls we currently have. Howard Black continues to provide genealogy assistance to members of the community. The library continues to grow in usage and throughout the day people are using the computer, reading the newspapers, visiting with friends and staff from various agencies bring their people in to use the library resources.

LIBRARY STATISTICS:

Circulation	Oct 2016	2017 YTD
Days Open	23	93
Wi-Fi Use	720	4487
Adult Computer Use PAC's	683	4748
Items Borrowed	6954	31772
Interlibrary Loan		
Borrowed	105	707
Loaned	15	73
Total	8477	41781
New Patrons	Oct 2016	2017 YTD
Resident	42	187
Non-Resident	8	52
Total	50	239

**LIBRARY
MONTHLY REPORT CONTINUED...**

Adult Programs October 2016	Attendance/Participants
Computer Assistance/Instruction	39
Genealogy Class w/Howard	4
Outreach (various organizations)	11
Why Should Kids have all the fun	16
Total	70

Children's Programs October 2016	Attendance/Participants
Story time with Miss Sandy	38
Baby Play Time	11
Creativity w/Books	16
Adventures @ the Library	46
Lego Club	20
Imagination Station	46
Little Readers	62
Book Meet & Create	21
Homeschoolers Group	44
Movie Day	63
1000 Books Before Kindergarten	1
Silent Sidekicks	4
Halloween Party	290
Total	652

Our children's programs continued to grow this month. The children's staff provide a wide range of programs for the children in the community using literacy as a base. Our Imagination Station program is for children 5 and up. Sandy Michaud uses recyclable material to create a program that features books, science, math, English and art and is one of our more popular programs for school age programs. Our Homeschooler's group is another popular program featuring a variety of learning experiences at the library each month. The Lincoln Fire Department and the Ambulance crew did a great

job with the children at two different programs about fire safety this month. Our Halloween party this year was the "Haunted Library" and was a success. Three hundred bags were handed out and many enjoyed the activities. I thank Melanie Rhodes, Teddy and Dennis, Howard Black, library staff Dorothy Murchison, Darlene Mulari, Sandy Michaud, Sara Spiess, April Hanson and the library interns and library volunteers who worked hard for this event.

**LIBRARY
MONTHLY REPORT CONTINUED...**

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	
October 2016	\$332.44	\$79.66	\$18.00	\$145.45	
FY 2016 totals	\$1557.19	\$456.98	\$49.50	\$421.28	\$5.00

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

BUILDINGS AND GROUNDS:

This month Dennis and Teddy fixed the front of the steps closest to the parking lot with cold patch and fixed the railings in the same area to ensure they are solid in the concrete. I have worked on the bids for the library lift reconstruction of the actual tower and will work with Bruce Arnold in November to finish this process. The lift is set to be ordered soon once we receive bids on the updating of the lift tower itself-this requires updating the lighting, the power source, and changing the wall modifications to bring this area up to code for the new lift.

AGENDA REQUEST

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

Council Meeting Date: November 14, 2016	Today's Date: November 10, 2016
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Department: Administration

Department #:

Request: Fireworks Use Ordinance

Second Reading:

The Ordinance will be discussed and any modifications noted.

Action Needed From Council: **Motion to approve the Fireworks Use Ordinance as written (or as amended.)**

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



Fireworks Use Ordinance

Section I: Purpose

The purpose of this Ordinance is to regulate the use of consumer fireworks to ensure the safety of the residents and property owners of the Town of Lincoln and of the general public. This Ordinance does not regulate State permitted fireworks shows.

Section II: Authority

Section 2.1- Authority

This ordinance is adopted and hereafter amended pursuant to and consistent with Title 8 M.R.S.A. §223 A.2.

Section III: Definitions

Section 3.1- Consumer Fireworks

As used in the Ordinance, "Consumer Fireworks" means any firework that is authorized by the State of Maine for sale to the general public.

Section 3.2- Weekend

As used in the Ordinance, the "Weekend" is the period from 5:00 P.M. Friday through 10:00 P.M. Sunday.

Section IV: Time of Day that Consumer Fireworks May Be Utilized

Section 4.1

Consumer fireworks may be utilized between the hours of 9:00 A.M. and 12:30 A.M. on the following dates:

- A. The 4th of July
- B. The weekend following the 4th day of July
- C. The 31st of December
- D. When the 4th of July falls on a Monday, consumer fireworks may be used the preceding weekend.
- E. The 1st of January
- F. The use, discharge or ignition of fireworks is prohibited on all public property, including public parks, public right of way, and school department property.
- G. The use, discharge or ignition of fireworks shall not be permitted in close proximity to any building by maintaining a minimum distance of 300 feet from any combustible structure. *unless the landowner and abutting landowners agree to a lesser distance.*

- H. The use of fireworks must be approved by the owner of the property where they are to be used.
- I. Clean up of debris left from the use, discharge or ignition of fireworks shall be the responsibility of the person(s) who used, discharged or ignited said fireworks.
- J. The use, discharge or ignition of fireworks shall not be permitted in or from any watercraft within the waters of the Town of Lincoln.

Section V: Violation and Enforcement

- A. Penalty for violation, any person(s) who violates the provisions of this Ordinance shall commit a civil violation punishable by a penalty of not less than \$50 for first offense, \$100 for the second offense, \$500 for the third or subsequent offenses plus attorney's fees and costs to be recovered by the Town of Lincoln for its use.
- B. Enforcement of this Ordinance shall be enforced by the Town of Lincoln Public Safety Department.

Section VI. Exceptions

Section 6.1

This Ordinance does not restrict, prevent or prohibit fireworks by a person(s) who has been issued a display permit pursuant to Title 8 M.R.S.A § 227-A.

TOWN COUNCIL
AGENDA REQUEST

16 MO: 11 ITEM # 10

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

Council Meeting Date: November 14, 2016	Today's Date: November 7, 2016
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Department: Assessing

Department #: 0105

Request:

To see what action the Town Council will take to abate the taxes for Hogan Tire account#124 in the amount of \$17,653.07 to come from the unassigned fund balance.

This was an entry error that was not caught during the commitment audit. It was a clerical error of one extra digit in the assessment. I am requesting the council abate this as it exceeds the amount of the committed overlay of \$15,770.61. I will need the overlay to correct errors in tax bills and abatement request as they present themselves over the fiscal year. Maine Department of Revenue allows Assessor's up to 5% of commitment for errors and abatements. That amount would be \$378,596.71. Annually I complete an average of 40 corrections, under \$20,000. This is less than 1% of tax bills issued and less than 1% of commitment. This is a very conservative overlay to work with. I respectfully would ask the council understanding and grant this request.

Action Needed From Council: To approve the abatement request.

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

Billing Information

00000

124 HOGAN TIRE COMPANY INC (000)000-0000

JODY ANDERSON
135 BANGOR ROAD
HOULTON ME 04730

Name 2 C/O WILLIAM HIGGINS
&

Party in Possession

Exempt Codes	00	Tran Code	2017	Street Code	0
	00	Business Code	0		

Machinery & Equipment	878,000
Furniture & Fixtures	0
Electronic-phone-fax	0
Computer equipment	0
Industrial equipment	0
Other	0

Total	878,000
Exemption	0
Total Taxable	\$878,000
Tax Rate	\$22.340
Tax	\$19,614.52

InCorrect Valuation Committed

Billing Information

00000

124 HOGAN TIRE COMPANY INC (000)000-0000
JODY ANDERSON
135 BANGOR ROAD
HOULTON ME 04730

Name 2 C/O WILLIAM HIGGINS
&

Party in Possession

Exempt Codes	00	Tran Code	2017	Street Code	0
	00	Business Code	0		

Machinery & Equipment	87,800
Furniture & Fixtures	0
Electronic-phone-fax	0
Computer equipment	0
Industrial equipment	0
Other	0

Total	87,800
Exemption	0
Total Taxable	\$87,800
Tax Rate	\$22.340
Tax	\$1,961.45

Correct taxable amount = Abatement of \$17,653.07

Item	year acquired	cost new	dep	ratio	assessment
rim clamp tire changer	1998	3339	0.3	1	1001.7
Zeks Air Dryer	1998	2778	0.3	1	833.4
Lincoln Air Distributio System	1998	6191	0.3	1	1857.3
HT Sign	1999	2488	0.3	1	746.4
3 steel tire racking	1999	4818	0.3	1	1445.4
clark fork lift	1999	6857	0.3	1	2057.1
003 cust hospitality center	2001	775	0.3	1	232.5
Dryer Cage protection	2001	549	0.3	1	164.7
LCA2EZ head light align system	2003	523	0.3	1	156.9
TSII Trans Flush & Fill WY	2004	3465	0.3	1	1039.5
QTC Laxer Tuck Align	2004	6021	0.3	1	1806.3
003 Service Truck Body	2004	4198	0.3	1	1259.4
Bat alt str tester emt	2004	1153	0.3	1	345.9
4 Post 12 K Lift Rotary	2005	6210	0.3	1	1863
cp717k Hammer Kit CP	2005	715	0.3	1	214.5
7.5 HP Compressor IR	2006	2353	0.3	1	705.9
Sale room refurbish	2006	4574	0.3	1	1372.2
dh truck tire changer coats	2008	27262	0.3	1	8178.6
HD 1200 changer upgrade	2008	1449	0.3	1	434.7
10hp Compressor Upgrade	2009	598	0.3	1	179.4
a9824T1 tire changer	2010	4368	0.4	1	1747.2
003 benpak 12000lb lift	2010	4445	0.4	1	1778
farm tire bead breaker w/pump	2010	650	0.4	1	260
Xbo genesis scan	2010	1784	0.4	1	713.6
shop lighting	2010	3926	0.4	1	1570.4
Truck parts shelving	2011	918	0.5	1	459
Truck tire changer upgrade	2012	2750	0.6	1	1650
76500lp hose reel	2012	1378.00	0.6	1	826.8
Nokian Neon sign	2012	5179	0.6	1	3107.4
Aligner system	2015	48207	0.9	1	43386.3
lincoln heat pump	2015	7151	0.9	1	6435.9
					87829.4

Assessment work sheet

Highest Assessment Report

Account	Name	Assessment
	SUN EDISON	36,618,100
	BANGOR GAS COMPANY	4,191,000
	TIME WARNER CABLE NORTHEAST LLC	1,226,500
	WAL MART STORES INC	1,043,100
	HANNAFORD BROS CO LLC #8140	929,100
	HOGAN TIRE COMPANY INC	878,000
	IRVING OIL LIMITED US	652,900
	NORTRAX INC	328,200
	TIM HORTONS USA INC	326,900
	H & D ENTERPRISES LLC	266,900
	DYSARTS REALTY CO	207,300
	MACS CONVENIENCE STORS LLC	170,000
	COLONIAL ACRES ASSOCIATES	166,400
	DGR INC	160,700
	MACHIAS SAVINGS BANK	151,400
	BANGOR CELLULAR TELEPHONE LP	148,400
	JT PROPERTIES	140,400
	RITE AID CORP #4178	121,600
	DOLLAR TREE STORES	118,100
	BANGOR SAVINGS BANK	116,900
	DIRECT TV INC	105,800
	FASTCO FABRICATION INC	104,000
	KEY BANK	98,000
	GILLMOR FAMILY RESTAURANT	88,600
	DEAD RIVER COMPANY	86,800
	Total	<hr/> 48,445,100

Audit Listing

MAINE REVENUE SERVICES - 2016 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM

Municipality: Lincoln

BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

1. Total Taxable Valuation of Real Estate	1	275,831,830	
2. Total taxable valuation of personal property	2	51,110,500	
3. Total Taxable Valuation of real estate and personal property (Line 1 plus line 2)	3		326,942,330
4. (a) Total exempt value for all homestead exemptions granted	4(a)	20,445,980	
(b) Homestead exemption reimbursement value	4(b)	10,222,990	
			<small>(Line 4(a) multiplied by 5)</small>
5. (a) Total exempt value of all BETE qualified property	5(a)	4,251,800	
Enhanced Total of all reimbursable BETE Exempt Valuation	5(b)	2,481,265	
6. Total Valuation Base (Line 3 plus line 4(b) plus line 5(b))	6		339,646,585

Assessments

7. County Tax	7	373,549.88	
8. Municipal Appropriation	8	4,144,499.00	
9. TIF Financing Plan Amount	9	1,349,768.22	
10. Local Educational Appropriation (Local Share/Contribution)	10	3,938,712.00	
<small>(Adjusted to Municipal Fiscal Year)</small>			
11. Total Assessments (Add lines 7 through 10).....	11		9,806,529.10

ALLOWABLE DEDUCTIONS

12. State Municipal Revenue Sharing.....	12	341,384.00	
13. Other Revenues: <small>(All other revenues that have been formally appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. Do Not Include any Homestead or BETE Reimbursement)</small>	13	1,893,211.00	
14. Total Deductions (Line 12 plus line 13).....	14		2,234,595.00
15. Net to be raised by local property tax rate (Line 11 minus line 14).....	15		7,571,934.10

16.	7,571,934.10	X	1.05	=	7,950,530.81	Maximum Allowable Tax
17.	7,571,934.10	/	339,646,585	=	0.022294	Minimum Tax Rate
18.	7,950,530.81	/	339,646,585	=	0.023408	Maximum Tax Rate
19.	326,942,330	X	0.02234	=	7,303,891.65	Tax for Commitment
			<small>(Selected Rate)</small>		<small>(Enter on MVR Page 1, line 13)</small>	
20.	7,571,934.10	X	0.05	=	378,596.71	Maximum Overlay
21.	10,222,990	X	0.02234	=	228,381.60	Homestead Reimbursement
			<small>(Selected Rate)</small>		<small>(Enter on line 8, Assessment Warrant)</small>	
22.	2,481,265	X	0.02234	=	55,431.46	BETE Reimbursement
			<small>(Selected Rate)</small>		<small>(Enter on line 9, Assessment Warrant)</small>	
23.	7,587,704.71	-	7,571,934.10	=	15,770.61	Overlay
	<small>(Line 19 plus lines 21 and 22)</small>				<small>(Enter on line 5, Assessment Warrant)</small>	

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

CERTIFICATE OF ASSESSMENT TO BE RETURNED TO MUNICIPAL TREASURER
STATE OF MAINE

County Penobscot, ss.

We hereby certify, that we have assessed a tax on the estate, real and personal liable to be taxed in the Municipality of Lincoln for the fiscal year 07/01/2016 to 06/30/2017, at 22.34 mils on the dollar, on a total taxable valuation of \$326,942,330

Assessments:

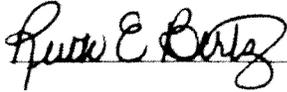
1. County Tax	373,549.88	
2. Municipal Appropriation	4,144,499.00	
3. TIF Financing Plan Amount	1,349,768.22	
4. Local Educational Appropriation	3,938,712.00	
5. Overlay (Not to Exceed 5% of "Net To Be Raised" (see tax rate calculation #16)	15,770.61	
6. Total Assessments		9,822,299.71

Deductions:

7. State Municipal Revenue Sharing	341,384.00	
8. Homestead Reimbursement	228,381.60	
9. BETE Reimbursement	55,431.46	
10. Other Revenue	1,893,211.00	
11. Total Deductions		2,518,408.06
12. <u>Net Assessment for Commitment</u>		7,303,891.65

Lists of all the same we have committed to Tracie L. York, Tax Collector of said Municipality, with warrants in due form of law for collecting and paying the same to Melissa Quintela, Municipal Treasurer of said Municipality, or the successor in office, on or before such date, or dates, as provided by legal vote of the Municipality and warrants received pursuant to the laws of the State of Maine. (Title 36 MRSA, section 712)

Given under our hands this 10/20/2016



Municipal Assessor(s)

File the original with the Treasurer. File a copy in the Valuation Book

TOWN COUNCIL AGENDA REQUEST

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

Council Meeting Date: 11/7/2016	Today's Date: 10/25/2016
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Department: Finance

Department #: 0104

Request:			
Award Tax Acquired property.			
Property Address	Minimum Bid	High Bidder	Bid Amount
747 Mohawk Rd	\$7,450	Danny Ireland	\$8,000

Action Needed From Council: Award Bids

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

TOWN COUNCIL

YR: 16 MO: 11 ITEM # 12

AGENDA REQUEST

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

Council Meeting Date: 11/2016

Today's Date: 10/19/1016

Department: Events

Department #:

Request: Move to Close Main St. and Veteran's Square parking lot for Christmas Tree lighting and Christmas parade. Saturday December 03, 2016.

Action Needed From Council: Motion for above request

Is This Item Budgeted: yes

Was This A Bid Process: no Lowest Bid:

Is Public Hearing Required: no

If So What Dates: na