

**REGULAR TOWN COUNCIL MEETING**

**AGENDA**

**February 10, 2025**

**7:00 PM**

**The Zoom Link to the meeting is provided below for those wishing to attend virtually:**

<https://us02web.zoom.us/j/85680739243>

**1a. Call to Order**

Council Chair; John Trask \_\_\_\_\_, Vice Chair: Stephen Clay \_\_\_\_\_.

Councilors; Marscella Ireland \_\_\_\_\_, Jared McCarthy \_\_\_\_\_, Daniel Summers \_\_\_\_\_, Gordon Street \_\_\_\_\_, and Sheldon Hanington \_\_\_\_\_.

**1b. Pledge of Allegiance and Prayer**

**2. Approval of Minutes:** From the January 13, 2025 regular meeting and the Council Workshop on January 22, 2025. If no objections are registered Council Chair shall approve the same as written.

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

**SUGGESTED MOTION:** To approve and sign Warrants # \_\_\_\_\_ through # \_\_\_\_\_ in the amount of \$ \_\_\_\_\_.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

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

**SUGGESTED MOTION:** Move to approve and accept the following Gifts, Donations and Grants in the amount of \$79.13, as detailed below.

Organization	Type of Gift	Amount / Value	Department
Lincoln Historical Society		\$79.13	Heating Fund

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

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

**6. Planning Board Report:**

**7. Monthly Reports:**

**8. Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Open Forum questions should be

forwarded to the Town Office by mail, or emailed to Town Clerk Ann Morrison at [Questions@lincolnmaine.org](mailto:Questions@lincolnmaine.org). Please have your questions/comments in by 5:00pm the day of the meeting. If you have any questions, please call 794-3372. General requests may be made in Open Forum during the regular meeting but will not be acted upon in the same meeting.

Individuals wishing to be heard by the Council will be recognized by the Council Chair. After identifying themselves, the speaker may make brief comments and may not repeat previous statements made. The speaker must limit themselves to the item under discussion. The speaker must observe rules of common etiquette. The Council Chair may set a time limit on the length of public comment and/or a time limit for individual speakers.

The Council Chair reserves the right to stop any public comment that is contrary to these rules and any Councilor may call Point of Order during the discussion. Any person who disrupts a Council meeting may be required to leave in order to maintain orderly consideration of the matters for which the meeting was called.

- 9. **Special Recognition-** Former Councilor, George Edwards (0100)
- 10. **Discussion:** Emergency Medical Services (EMS)
- 11. **Appointment-FY2026 Budget Committee Members** (0100)

**Note: All budget committee members will need to take the FOAA training per the amended FOAA training law (1 M.R.S. sub section 412) and fill out a completion sheet to be filed with the Town Clerk.**

**SUGGESTED MOTION:** Move to confirm the following appointments on the FY2026 Budget Committee:

John Trask:	_____	and	_____	;
Stephen Clay:	_____	and	_____	;
Marscella Ireland:	_____	and	_____	;
Jared McCarthy	_____	and	_____	;
Daniel Summers:	_____	and	_____	;
Gordon Street:	_____	and	_____	;
Sheldon Hanington:	_____	and	_____	.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

- 12. **Approve Installment Agreements** (0104)

**SUGGESTED MOTION:** Move to Authorize the Treasurer on behalf of the Town Council to dispose of real estate acquired by the Town for non-payment of taxes in the following manner. (Title 36 MRSA Section 943)

1. Letters will be mailed to the previous owner(s) of record for tax acquired property offering the opportunity to redeem their property for a cash payment of at least equal to back taxes owed. All interest, legal fees and lien charges for conveyance of said transaction to be completed within 30 days of the mailing of the letter and to include the issuance of a release deed.

2. At the discretion of the Town Council when case warrants, there shall be an opportunity for the Town Council to enter into a land purchase installment contract with a prior owner that meets the criteria as determined by the Town Council.

3. If A and B are not met the Treasurer is to initiate the bid process in accordance with MRSA Section 943-C. (Note: there will be a minimum bid amount equal to all taxes and fees.)

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

**13. Re-affirm Tandem Axle Dump Truck Purchase and Financing & Authorize Treasurer (0104, 0406)**

Note: This purchase was originally approved by the Council on December 12, 2022

**SUGGESTED MOTION:** Move to re-affirm entering into a lease agreement with \_\_\_\_\_ for the purpose of leasing a 2024 Freightliner Model 4700 tandem axle dump truck to be provided by Viking Cives, Inc. Initial lease payment to come from Reserve Funds accumulated over a three-year period, account number G2-0219-00, in the amount of \$ \_\_\_\_\_. Subsequent payments to come from the yearly operating budget. Council authorizes the Treasurer to sign any necessary leasing documents.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

**14. Executive Session (0103)**

**SUGGESTED MOTION:** Move to retire into Executive Session Pursuant to Title 1 MRSA Section 405 (6) (C) Real Estate Acquisition.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

TIME STARTED: \_\_\_\_\_ TIME CLOSED: \_\_\_\_\_

**15. Executive Session (0100)**

**SUGGESTED MOTION:** Move to retire into Executive Session Pursuant to Title 1 MRSA Section 405(6) (F) for the purpose of discussing poverty/infirmity abatement.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

TIME STARTED: \_\_\_\_\_

TIME CLOSED: \_\_\_\_\_

**16. Executive Session (0100)**

**SUGGESTED MOTION:** Move to retire into Executive Session Pursuant to Title 1  
MRSA Section 405 (6) (A) Personnel.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

TIME STARTED: \_\_\_\_\_

TIME CLOSED: \_\_\_\_\_

**17. Future Agenda Items**

**18. Adjourn**

**SUGGESTED MOTION:** Move to adjourn the meeting at \_\_\_\_\_pm

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ VOTE: \_\_\_\_\_

**Upcoming Meetings and other Noteworthy Items:**

Feb. 5<sup>th</sup> Finance Committee-Payroll- 4:30pm  
Feb. 6<sup>th</sup> Finance Committee-Warrant- 4:30pm  
Feb. 10<sup>th</sup> Regular Town Council Meeting- 7pm  
Feb. 11<sup>th</sup> Events & Tourism Committee Meeting- 5:30pm  
Feb. 12<sup>th</sup> Finance Committee-Payroll- 4:30pm  
Feb. 17<sup>th</sup> Town Office, Library, & Transfer Station CLOSED- President's Day  
Feb. 18<sup>th</sup> Planning Board- 6:00pm  
Feb. 19<sup>th</sup> Finance Committee-Payroll- 4:30pm  
Feb. 20<sup>th</sup> Finance Committee-Warrant- 4:30pm  
Feb. 22<sup>nd</sup> Cabin Fever Reliever Events:  
Annual Brady Nickerson Foundation Fishing Derby at Prince Thomas  
Park 8:00am to 1:00pm

Chili & Chowdah Cookoff, sponsored by the Chamber of Commerce, at  
Stewart Learning Center 51 Main Street from 2:00pm until 4:00pm

Ice bar, ice skating on the lake, and bonfire at Prince Thomas Park from  
4:00pm to 7:00pm

Feb. 25<sup>th</sup> Events & Tourism Committee Meeting- 5:30pm  
Feb. 26<sup>th</sup> Finance Committee- Payroll- 4:30pm

\*Meetings and other noteworthy items are subject to change without notice. \*

# REGULAR TOWN COUNCIL MEETING

## MINUTES

January 13, 2025

7:00 PM

The Zoom Link to the meeting was provided below for those wishing to attend virtually:

<https://us02web.zoom.us/j/85680739243>

**1a. Call to Order at 7:00pm.**

Present: Vice Chair: Stephen Clay acting as Chair for the evening.

Councilors; Marscella Ireland, Jared McCarthy, Daniel Summers, Gordon Street, and Sheldon Hanington.

Also, present Town Manager Rick Bronson and Town Clerk Ann Morrison.

Absent, Council Chair; John Trask.

**1b. Pledge of Allegiance**

**2. Approval of Minutes:** From the December 9, 2024 regular meeting. No objections were registered; therefore, the Council Chair approved the same as written.

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

Motion made by Jared McCarthy and seconded by Gordon Street to approve and sign Warrants #59 through #68 in the amount of \$1,124,902.02.

VOTE: 5-1  
Councilor Hanington opposed.

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

Motion made by Jared McCarthy and seconded by Marscella Ireland to approve and accept the following Gifts, Donations and Grants in the amount of \$12,005.00, as detailed below.

Organization	Type of Gift	Amount / Value	Department
Herb & Ellie Bailey Grant	Lifejackets & rescue tubes	\$1875.00	Cemetery, Parks & Recreation
Herb & Ellie Bailey Grant	Fall & Winter cheer uniforms	\$2000.00	Cemetery, Parks & Recreation
Herb & Ellie Bailey Grant	Ice skates	\$1600.00	Cemetery, Parks & Recreation

Herb & Ellie Bailey Grant	Pickleball equipment	\$5000.00	Cemetery, Parks & Recreation
Florence & Carl Alessi		\$100.00	Heating Fund
Bobbie Stormann		\$1,000.00	Heating Fund
Donna & Toby Graves	In Memory of Judy Fogg	\$100.00	Library Memorial Trust Fund
Deborah Hamel	In Memory of Judy Fogg	\$25.00	Library Memorial Trust Fund
Patrick Carney & Jeanne Burgoyne-Carney	In Memory of Judy Fogg	\$30.00	Library Memorial Trust Fund
Jaqueline & Gerald Thurlow	In Memory of Judy Fogg	\$25.00	Library Memorial Trust Fund
Shelly Shedd & Heidi Priest	In Memory of Bonnie Gray	\$200.00	Library Memorial Trust Fund
Denise Moore		\$50.00	Library Memorial Trust Fund

VOTE: 6-0

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

Manager Bronson reminded the Council and those in attendance of a Council Workshop being held on January 22, 2025 at 6:00pm.

**6. Planning Board Report:**

Code Enforcement Officer, Wade Jordan, informed the Council that the board approved a Zone Change that is before the Town Council tonight changing a zone on Main Street from SD5 to RR1.

Roger Ryder has resigned from the Planning Board.

**7. Monthly Reports:**

No comments.

**8. Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Open Forum questions should be forwarded to the Town Office by mail, or emailed to Town Clerk Ann Morrison at [Questions@lincolmaine.org](mailto:Questions@lincolmaine.org). Please have your questions/comments in by 5:00pm the day of the meeting. If you have any questions, please call 794-3372. General requests

may be made in Open Forum during the regular meeting but will not be acted upon in the same meeting.

Individuals wishing to be heard by the Council will be recognized by the Council Chair. After identifying themselves, the speaker may make brief comments and may not repeat previous statements made. The speaker must limit themselves to the item under discussion. The speaker must observe rules of common etiquette. The Council Chair may set a time limit on the length of public comment and/or a time limit for individual speakers.

The Council Chair reserves the right to stop any public comment that is contrary to these rules and any Councilor may call Point of Order during the discussion. Any person who disrupts a Council meeting may be required to leave in order to maintain orderly consideration of the matters for which the meeting was called.  
No comments.

**9. Special Recognition-** Former Councilors George Edwards and Cathy Moison (0100)

Acting Chair for the evening, Steve Clay, thanked Cathy Moison for her service to the Council by awarding her a plaque for three-years of service. Former Councilor Moison was not re-elected this past November.

Former Councilor George Edwards was not in attendance.

**10a. Public Hearing-** Zoning Change (0106)

Note: This change was approved by the Planning Board on December 17, 2024 as recommended by the Department of Environmental Protection.

Motion made by Gordon Street and seconded by Daniel Summers to open a public hearing for the purpose of hearing oral and written comments on the proposed zoning change on Main Street affecting Map 091 Lots 010,011,013 and May 092 Lots 001, 002, 003 (street numbers 1100, 1112, 1128, 1142, 1156, and 1164); changing from SD5 to RR1.

VOTE: 6-0

TIME STARTED: 7:05pm

No comments.

TIME CLOSED: 7:06pm

**10b. Approve Zoning Change (0106)**

Motion made by Daniel Summers and seconded by Gordon Street to approve the proposed zoning change on Main Street affecting Map 091 Lots 010,011,013 and May 092 Lots 001, 002, 003 (street numbers 1100, 1112, 1128, 1142, 1156, and 1164);

changing from SD5 to RR1, as approved by the Planning Board and recommended by the Department of Environmental Protection.

VOTE: 6-0

**11a. Public Hearing- State Liquor License Renewal Application- Gillmor's Restaurant (0101)**

Motion made by Jared McCarthy and seconded by Daniel Summers to open a public hearing for the purpose of hearing oral and written comments on a Renewal State Liquor License Application submitted by Gillmor's Restaurant & Lounge.

VOTE: 6-0

TIME STARTED: 7:07pm

No comments.

TIME CLOSED: 7:07pm

**11b. Approve Renewal State Liquor License Application- Gillmor's Restaurant (0101)**

Motion made by Jared McCarthy and seconded by Daniel Summers to approve the Renewal State Liquor License Application submitted for Gillmor's Restaurant & Lounge.

VOTE: 6-0

**12a. Public Hearing- New State Liquor License Application- Lincoln Tap House (0101)**

Motion made by Jared McCarthy and seconded by Daniel Summers to open a public hearing for the purpose of hearing oral and written comments on a New State Liquor License Application submitted by Lincoln Tap House.

VOTE: 6-0

TIME STARTED: 7:08pm

Councilor Hanington had some concerns about this application process. He feels that this should be done before the business comes into Lincoln. Feels it is disingenuous to the business owner in the chance that a building permit or liquor license is denied.

Councilor Clay stated that he believes it is all about when they can submit the application to the State.

TIME CLOSED: 7:09pm



**12b. Approve New State Liquor License Application- Lincoln Tap House (0101)**

Motion made by Daniel Summers and seconded by Jared McCarthy to approve the New State Liquor License Application submitted for Lincoln Tap House.

VOTE: 5-1  
Councilor Hanington opposed.

**13. Approve Renewal State Liquor License Application- The Forester Pub (0101)**

Note: This business has been in operation for more than 5-years in good standing and does not need a public hearing.

Motion made by Jared McCarthy and seconded by Daniel Summers to approve the Renewal State Liquor License Application submitted for The Forester Pub.

VOTE: 6-0

**14. Appoint Member (0106)**

Motion made by Jared McCarthy and seconded by Daniel Summers to appoint Amanda Woodard to the Planning Board as an alternate member for a two-year term expiring in May of 2027.

VOTE: 6-0

**15. Approve Closure (0101)**

Motion made by Jared McCarthy and seconded by Daniel Summers to approve closing the Clerk and Treasurer offices on January 29<sup>th</sup> from 12:45pm until 3pm to attend Bureau of Motor Vehicle training regarding the mandatory change from the chickadee plate to the flag plate beginning May 1, 2025. Snow date: January 30<sup>th</sup> from 12:45pm to 3pm.

VOTE: 6-0

**16. Authorize EMS Fee Increase (0304)**

Motion made by Daniel Summers and seconded by Gordon Street to authorize a 20% rate increase to the current EMS billing rates as recommended by Northern Light Billing; to cover increased expenses and to maximize insurance reimbursements.

Councilor Ireland asked who was asking for the increase.

Manager Bronson stated that it is the billing company we use to process the billing for us.

Chief Les Brown stated that the billing company has informed the town that we are losing money; we are not billing enough to cover our expenses.

Councilor Street stated that he used to run a medical business and handled the billing. The way this sort of medical billing works is that insurance will say they will pay up to this amount, if you charge less than that, they won't pay you. But as soon as you charge more, they will pay you the full amount.

VOTE: 6-0

**17. Revision of Council Rules (0101)**

Note: These changes are grammatical in nature requested by Councilor Street.

Motion made by Marscella Ireland and seconded by Daniel Summers to revise the Council Rules, *as attached*.

VOTE: 6-0

**18. Re-affirm Street Sweeper Purchase and Financing (0406)**

Motion made by Jared McCarthy and seconded by Daniel Summers to re-affirm entering into a lease agreement with Machias Savings Bank for the purpose of leasing a Bucher model V65 street sweeper/vac truck combination unit to be provided by Viking Cives, Inc. Initial lease payment to come from Reserve Funds accumulated over a three-year period, account number G2-0219-00, in the amount of \$54,000. Subsequent payments to come from the yearly operating budget.

VOTE: 6-0

**19. Accept Bid (0406)**

Motion made by Daniel Summers and seconded by Marscella Ireland to accept the bid from Mike Bennett in the amount of \$526.00 for the former police cruiser; a 2014 Ford Explorer.

Councilor Hanington would like to see the bid advertisements go out with a minimum bid; this was a discussion the Council had at another point in time. He stated that the vehicle, when he looked it up, was worth about \$2600. He would like to see it go out to bid again.

Councilor Summers asked if he was talking about whole sale price or bluebook?

Councilor Hanington stated that he was talking about a bluebook value.

Public Works Director Dennis Bullen stated that he had taken this vehicle out of service months ago.

Councilor Street stated that bluebook doesn't account for that shape the actual vehicle is in.

Councilor Hanington would like to make sure that we are being consistent. Acting Chair, Stephen Clay, made a comment that he thought the minimum bid conversation was regarding selling of real estate to get back the taxes owed.

Councilor Ireland agreed with Councilor Clay.

VOTE: 6-0

**20a. Discussion-** Developing portion of Public Works property for materials storage (0406)

Director Bullen stated that he would like to clear a lot that the town owns abutting the Public Works campus for materials storage.

Councilor McCarthy asked why the item below has three projects at the same time.

Director Bullen stated that he saves on fees if it is contracted at the same time.

**20b. Approve Contractor and Amounts for Projects (0103, 0406,0706)**

Motion made by Gordon Street and seconded by Marscella Ireland to approve Worcester's Logging as the contractor and the amounts for projects for hangar development, FAA required cleaning and Public Works clearing; as listed below:

\$8,000 to come from the TIF budget for clearing a lot for future hangar development 7000-0108

\$4,000 for the FAA required clearing at the runway approach, item was budgeted for 0706-0108

\$3,000 for the clearing of the Public Works lot, money coming from Contractual Services 0406-0108

Councilor Hanington stated that he doesn't understand why the taxpayers are paying for lot clearing for a developer.

Airport Director, Stu Jacobs, stated that the FAA will not provide grant money for hangar development.

Councilor McCarthy asked if this land/hangar will be leased.

Director Jacobs stated that it will be leased but we don't have a price yet. He will be following what other local airports charge.

VOTE: 5-1  
Councilor Hanington opposed.

**21. Approval (0103)**

Motion made by Gordon Street and seconded by Daniel Summers to approve the certification of the Lincoln Mill Environmental Recovery Corporation.

VOTE: 6-0

**22. Approve Closure (Events)**

Motion made by Marscella Ireland and seconded by Jared McCarthy to authorize the closure of Prince Thomas Park on February 22<sup>nd</sup> for Cabin Fever Reliever.

VOTE: 6-0

**23. Authorize Food Vendor Fee Increase for Loonfest (Events)**

Motion made by Jared McCarthy and seconded by Daniel Summers to authorize a food vendor rate increase for Loonfest as listed below:

Current Rates	Proposed Early Bird Rates
\$100 10x10	\$125 10x10
\$200 10x20	\$225 10x20
\$250 10x25	\$275 10x20

Proposed Non-Early Bird Rates

\$150 10x10
\$250 10x20
\$300 10x25

To charge food vendors who wish to setup at Cobb Field, \$100 for a 10'x10' only on Saturday.

Registered nonprofits will continue to receive a 50% discount.

VOTE: 5-1  
Councilor Hanington opposed.

**24. Authorize Non-Food Vendor Fee Increase for Loonfest (events)**

Motion made by Gordon Street and seconded by Daniel Summers to authorize a non-food vendor rate increase for Loonfest as listed below:

Current Rates	Proposed Early Bird Rates (Payment rec'd by 5/31/2025)
\$40 10x10	\$80 10x10
\$80 10x20	\$160 10x20

Proposed Non-Early Bird Rates (Payment rec'd after 5/31/2025 and before 7/7/2025)
\$100 10x10
\$200 10x20

To charge \$15 for electricity for vendors at Veteran's Memorial Square.  
To charge vendors who wish to setup at Cobb Field on Saturday, \$20 for a 10'x10' before May 31, 2025 and \$40 after May 31, 2025.

Registered nonprofits will continue to receive a 50% discount.

Councilor Ireland asked why the increase was double; \$40 - \$80.

Events Coordinator, Shawn Rogers, stated that he had researched other fair fee schedules and the highest rate he found was \$120. He figured he would start with \$80.

VOTE: 5-1  
Councilor Hanington opposed.

**25. Authorize Closures for Loon Festival (events)**

Motion made by Marscella Ireland and seconded by Gordon Street to authorize the following closures for Loon Festival July 17<sup>th</sup> to July 20<sup>th</sup> 2025:

July 17<sup>th</sup> and July 18<sup>th</sup>: Close Mechanic/Lake Streets from 5pm to 10pm.

July 19<sup>th</sup>: Close part of Main Street and West Broadway from Mattanawcook Academy to Hannaford from 11:00am to 1:00pm for the parade.

July 19<sup>th</sup>: Close Prince Thomas Park for the Red Neck Regatta from 2:00pm to 4:00pm.

July 19<sup>th</sup>: Close part of School Street, East Broadway, and Lincoln Street to ensure public safety for concert goers at Cobb Field beginning at 3:00pm.

Councilor Street asked if the closure was beginning at 3:00pm would it be closed until midnight.

Events Coordinator, Shawn Rogers, stated that usually the roads are closed until after the fireworks display is finished and the pedestrians are mostly disbursed. This is to protect the walkers while the events at Cobb Field are taking place. It is highly congested.

VOTE: 6-0

Manager Bronson introduced the new Police Chief, Lee Miller, to the Council.

**26. Executive Session (0100)**

Motion made by Jared McCarthy and seconded by Marscella Ireland to retire into Executive Session Pursuant to Title 1 MRSA Section 405 (6) (A) Personnel.

VOTE: 6-0

TIME STARTED: 7:34pm

TIME CLOSED: 8:06pm

**27. Future Agenda Items**

**28. Adjourn**

Motion made by Gordon Street and seconded by Sheldon Hanington to adjourn the meeting at 8:07pm.

VOTE: 6-0

Respectfully Submitted by:  
Town Clerk Ann Morrison

**Upcoming Meetings and other Noteworthy Items:**

**\*\* At the February Council Meeting please be prepared with FY26 Budget Committee member names to be appointed that evening. \*\***

Jan. 8 <sup>th</sup>	Finance Committee (Payroll) 4:30pm
Jan. 9 <sup>th</sup>	Finance Committee (Warrant) 4:30pm
Jan. 13 <sup>th</sup>	Regular Council Meeting 7:00pm
Jan. 14 <sup>th</sup>	Events & Tourism Committee Meeting 5:30pm
Jan. 15 <sup>th</sup>	Finance Committee (Payroll) 4:30pm
Jan. 21 <sup>st</sup>	Planning Board 6:00pm
Jan. 22 <sup>nd</sup>	Finance Committee (Payroll) 4:30pm
Jan. 22 <sup>nd</sup>	Council Workshop w/Maine Revenue Services 6:00pm
Jan. 23 <sup>rd</sup>	Finance Committee (Warrant) 4:30pm
Jan. 28 <sup>th</sup>	Events & Tourism Committee Meeting 5:30pm
Jan. 29 <sup>th</sup>	Finance Committee (Payroll) 4:30pm
Feb. 22 <sup>nd</sup>	Cabin Fever Reliever- More details to come

\*Meetings and other noteworthy items are subject to change without notice. \*

# TOWN COUNCIL WORKSHOP

## MINUTES

January 22, 2025

6:00 PM

---

The Zoom Link to the meeting was provided below for those wishing to attend virtually:

<https://us02web.zoom.us/j/7495106748>

**1a. Call to Order at 6:00pm.**

Present: Council Chair, John Trask.

Councilors; Marscella Ireland and Gordon Street.

Also, present Town Manager Rick Bronson, Town Clerk Ann Morrison, Assessor Ruth Birtz, and Steve Sullivan from Maine Revenue Services.

Absent: Vice Chair, Stephen Clay, Councilors Jared McCarthy, Daniel Summers and Sheldon Hanington.

**1b. Pledge of Allegiance**

- 2. Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Open Forum questions should be forwarded to the Town Office by mail, or emailed to Town Clerk Ann Morrison at [Questions@lincolnmaine.org](mailto:Questions@lincolnmaine.org). Please have your questions/comments in by 5:00pm the day of the meeting. If you have any questions, please call 794-3372. General requests may be made in Open Forum during the regular meeting but will not be acted upon in the same meeting.

Individuals wishing to be heard by the Council will be recognized by the Council Chair. After identifying themselves, the speaker may make brief comments and may not repeat previous statements made. The speaker must limit themselves to the item under discussion. The speaker must observe rules of common etiquette. The Council Chair may set a time limit on the length of public comment and/or a time limit for individual speakers.

The Council Chair reserves the right to stop any public comment that is contrary to these rules and any Councilor may call Point of Order during the discussion. Any person who disrupts a Council meeting may be required to leave in order to maintain orderly consideration of the matters for which the meeting was called.

No comments.

**2. Discussion: Tax valuations with Maine Revenue Services**

Assessor Ruth Birtz opened the discussion by stating that the Report of Assessment Review recently received by the Property Tax Division has Lincoln at 59%. If we do not

adjust, the State will adjust it for us and we could lose things such as revenue sharing, educational funding and the State could possibly keep the tree growth reimbursements as well.

Steven Sullivan from Maine Revenue Services informed all those in attendance that micro adjustments are a temporary fix and Lincoln needs to do a revaluation.

Assessor Birtz will put this revaluation out to bid in time to have figures for this next budget season. Currently, there is approximately a two-year wait once you get signed on with a company to perform the revaluation.

Mr. Sullivan stated that the values have grown larger in the waterfront areas of town than other residential areas.

Title 36 in State Statute addresses the minimum Assessing standards. Ideally, you want to have 70-110 for a ratio and a maximum quality rating of twenty.

The temporary or band aid fixes of increasing everyone's assessed value needs to keep taking place until a revaluation can take place.

Lincoln could lose the 50% BETE (Business Equipment Tax Exemption) reimbursements as well if these adjustments are not done.

David Ireland asked how much the taxes will go up when a revaluation is done.

Mrs. Birtz stated that a revaluation would bring everyone's assessed values up to date. Some people's taxes could go down, some may go up, and some may stay relatively the same. The market value has created a lot of issues and there has been no consistency in sales. And, the market shows no signs of slowing down.

Joe Stalter stated that he moved here four years ago and is a retired veteran. He is concerned that people will get taxed out of their homes.

Council Chair Trask expressed some hope that ground will be broken this spring on the former mill site and that could begin bringing revenue into the town which can help with the tax rate.

Bill Chubbuck said he has lived in his waterfront home since 1951 and would like to stay. He understands how this all works and Lincoln's budget would need to be around 12 mills in order to hold fairly stable.

Lisa Gagnon of Highland Avenue asked if there were bids for the revaluation.

Mrs. Birtz stated that bid information would go out looking for bidders and the information would be presented at budget time.



Ms. Gagnon stated that people that are here wish to stay here, she would like to see those buying properties for extremely high rates pay taxes on what they pay for them.

Mr. Sullivan stated that is called chasing sales and is against State Statute.

It's all about everyone sharing the same share of the pie.

Tim Wright questioned why his smaller acreage property has the same value as someone with more acreage in a different part of town.

Mrs. Birtz stated that there are various things that can affect tax rates and what people see when looking online doesn't necessarily reflect those things on their accounts. Such differences are tree growth, special use taxes, being in different sections of town with or without water, sewer, public maintained roads, etc.

All of our thirteen lakes sell in different markets.

Mr. Sullivan stated that there is a misconception out there that a revaluation has to be done every ten years. The Statute states that a general valuation has to be every ten years and since assessors look at and review values each year that counts as a general valuation.

The real estate market drives up the quality rating and when the market went crazy quickly it threw all of Maine out of whack; therefore, this brought Lincoln out of meeting the minimum assessing standards.

Mr. Sullivan also stated that those taxpayers that entered into the Tax Stabilization Program and then it was rescinded, those people felt the last increase doubly hard. Since their taxes were frozen that year and taxes went up two years in a row, they got that double increase all at once.

Mrs. Birtz reminded everyone that there are programs through the State that could help those that qualify. The State also recently increased the qualifying amounts to hopefully help more people in need.

Mrs. Birtz stated that anyone who has questions about their own taxes should give her a call to arrange a time to meet to discuss their property values.

Council Chair Trask informed those in the room that each year the Council puts money towards the budget to help lower the tax rate. This is why having healthy investment accounts is important.

### **3. Adjourn**

Motion made by Marscella Ireland and seconded by Gordon Street to adjourn the meeting at 7:12pm.

VOTE: 3-0

Respectfully Submitted by:  
Town Clerk Ann Morrison

## MEMORANDUM

**To:** Rick Bronson  
Town Manager  
**Fr:** Steve Levesque  
Economic Development Advisor  
**Re:** Economic Development Report  
**Dt:** January 31, 2025

Following, is an update on our current economic development consulting activities on behalf of the Town of Lincoln thru December, 2025.

My focus this past month has been involved with: 1) the various complex issues associated with facilitating the Biofine project; 2) managing several property leases and options; 3) managing several environmental clean-up grant applications and contracts; 3) working through the development of industrial wastewater management solutions associated with Biofine; 4) developing and managing an on-going, large-scale vision and implementation strategy for mill site redevelopment; 5) facilitating several grant and loan applications for environmental remediation infrastructure and new building development; and 6) facilitating several business development clients. Following is a general bullet list of my activities over the past several months:

- Continue to work with Town Manager, Town Attorney, and engineering consultants to fine-tune infrastructure needs and associated costs to support Biofine and overall mill redevelopment efforts;
- Continue to work with environmental consultants and Economic Development Administrator on timing of remediation efforts above;
- Worked with Economic Development Administrator and Designlab on development of Lincoln marketing presentations;
- Continue to work with environmental consultants, EMDC and others on identification of future grant funding programs to support future capital and environmental assessment and remediation needs, including industrial wastewater management.
  - *To date, the Town has been awarded over \$15 million in grants and deferred loans in support of the mill site redevelopment effort, with \$13 million in pending applications;*
- Saw the completion of the environmental remediation and related removal of old Bldgs 6 & 7;
- The Town was recently awarded a \$5 million grant from EPA Brownfield funds to assist with environmental remediation and building demolition;
- Worked with EMDC to secure \$365,000 in Brownfields RLF funds for permitting and remediation;

- Worked with our environmental consultants to submit \$2,160,000 application to Maine DECD Brownfields program for Asbestos consolidation area preparation. We were awarded \$1 million for initial efforts;
- Worked with EMDC and our engineering and environmental consultants to submit a \$3,786,000 application to the US Economic Development Administration to construct the Innovation Center, and received preliminary approval;
- Working with the USDA on a funding for the industrial wastewater treatment facility;
- Successfully worked with Town Manager, Economic Development Administrator, Town attorneys and State officials on Mill Facilities District Legislation, which was signed by the Governor;
- Worked with Town administration and legal counsel, and EMDC to finalize and fund short-term development loans for Biofine;
- Worked with Town Attorney, staff and environmental team and the DEP to develop beneficial use case for use of asbestos containing materials for fill of future solar farm;
- Worked with Town staff and Form Energy and Revisions Energy to draft lease term sheets and received approval for both by LLIC Board and Town Council;
- Worked with Town Attorneys, Town staff and representatives of FORM Energy and Revision Energy to finalize lease and option agreements;
- Worked with Biofine to facilitate DEP required public session;
- Worked with Town staff, attorney, and consultants to prepare and distribute rfp for design of the industrial wastewater treatment facility;
- We have researched and reached-out to over 170 companies (both domestic and international);
- Congress has approved our request for \$3,500,000.00 in funding for infrastructure improvements to the mill site, as recommended by both Senator Collins and Senator King. We are starting to work with HUD staff to begin the draw-down process;
- Because of the energy components of the mill site and our progress made to date on Biofine and Form Energy, the Town has been selected by the State Energy Office for the provision of Technical Assistance by their national consultants (HR&A Advisors, Inc.) to assist the Town staff in refining our vision and operational plan for the remainder mill site;
- Work with Town staff and attorney to effect LLIC and Lincoln Mill Facilities District (LMFC) regular and organizational meetings;
- We have been notified by both Senator Collins and King that the Senate Appropriations Committee (vote 28-1) has submitted the 2025 CDS budget request to include Lincoln's \$4,500,000 request to support additional infrastructure improvements at the mill site. It will still need to be approved by the full Congress; and
- We worked with environmental and legal team with DEP on submittal of permit to facilitate asbestos management on the mill site, which was approved. The permit work was funded through a Brownfields grant from EMDC.

The focus of our efforts in the coming months will be:

- Finalize Form Energy and Revision Energy lease option and lease agreements;
- Continue to work with the Town team and Biofine to develop a Services Agreement to bring before Council/Facilities District Board;
- Work with Town staff, engineers and EMDC to finalize HUD CDS 24 grant;
- Continue to work with the State, Town Manager, Economic Development Administrator, and others to respond to the requests and needs of several business prospects;
- Continue with business attraction outreach efforts;
- Continue to identify and seek federal and/or state funding to support all activities;
- Continue to work with engineering consultants, Town attorney and staff, DEP staff and Biofine reps to develop long-term industrial wastewater management program which supports the Biofine project and accommodates future mill site development activities and secure funding;
- Continue to work with Town Manager and Economic Development Administrator on development of mill site lease and sale pricing strategy;
- Evaluate with LLIC the feasibility and interest in building a new “flex” industrial facility on the mill site;
- Work with Economic Development Administrator, our engineering team and EMDC on development of grant applications for funding for the Innovation Center project and other potential projects;
- Continue to work with Town team and State Legislature to manage the Mill Facilities District;
- Continue to work with the Town team, environmental consultants, the EPA, and State to further develop a long-range environmental remediation strategy and funding plan, to include a schedule for redevelopment of the mill site;
- Continue to work with environmental team to map-out and coordinate 2024 grant applications;
- Continue to work with Economic Development Administrator to develop short and long-range mill site and Town economic and community development strategy;
- Work with State team and their technical assistance consultants (HR&A Advisors), who will assist us with various aspects of the mill site redevelopment efforts;
- Work with Town staff on enhancement of the Lincoln Technology page on the Town’s website and a newsletter; and
- Continue to work with Town staff on mill redevelopment, airport opportunities, community capital needs and other emerging economic development issues.

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

**DATE:** January 31, 2025  
**TO:** Rick Bronson, Town Manager  
**FROM:** Ann Morrison, Town Clerk  
**RE:** January Monthly Report

**ACTIVITIES:** Marci and Sharon have put a lot of time into getting the new dog program and paper copies of rabies certificates that the State sends to us, in order. They have gone through all of the paper copies and sent postcards to owners that have dogs that are not licensed at this point. Normally, we would have called the owners that have unlicensed dogs, but due to the fact that none of the old information was transferred to the new software, it made this difficult as we could not print our normal list. We have done what we can, hopefully, next year we will have better instruction from the State on how to use this new program more efficiently. The mandatory \$25 per dog late fee begins on February 1<sup>st</sup>.

We have been receiving lots of questions about the new plate change from the Chickadee plate to the flag plate.

**EMPLOYEES:** The counter staff is really enjoying changing the office décor with each holiday/season. Many customers, and staff, comment on how nice the office looks with festive decorations. It is a great team building activity as they all run ideas past one another and pitch in with supplying decorations and decorating when time allows.

**TRAINING:** On Wednesday the 29<sup>th</sup>, per Council approval, we closed the office for a few hours in the afternoon so we could all attend a Motor Vehicle Webinar regarding the mandatory chickadee license plate change. Lots of information was provided that will be helpful come the beginning of the switch over in May.

Monthly Transactions	Jan. FY25
Paid Trash Passes	188
Complementary Trash Passes	630
Refrigerator Disposal	13
Tire Disposal	15
Notary / Dedimus / Copy / Fax	21
Library Fees Reconciliation	2
Police Fines & Fees Reconciliation	2
Concealed Weapons Reconciliation	4
Demo / Shingle Permits	84
ATV / Snow sled Registrations	140
Boats	3
Hunting/Fishing	55
Certified Birth	54
Marriage Intentions	3
Certified Marriage	8
Death Certificate	20
Burial Transit / Disposition	0
Cemetery Lot Sales	1
Grave Openings	0
Real Estate Taxes	230
Lien Payment	19
Personal Property Taxes	5
Motor Vehicles	411
Dogs	430
<b>Total</b>	<b>2338</b>
Motor Vehicle Rapid Renewal	24
Boat Rapid Renewal	4

This training gave us better insight into what is happening and when, provided some sample scenarios of things we may encounter when customers come in to renew or license a vehicle for the first time. I'm sure we will have more questions at a later date, but this training was helpful and beneficial to view with the staff altogether. This sparked some great conversations about some of the things we will need to do, things we may see, and what we need to do to help our customers.

---

## M O N T H L Y   R E P O R T

---

**DATE:** February 5, 2025  
**TO:** Richard Bronson, Town Manager  
**FROM:** Melissa Quintela, Treasurer  
**RE:** January 2025

### **PROJECTS:**

Calendar Year End reports have been completed and submitted to the appropriate agencies. W-2 and 1099 forms have been sent out to all employees and vendors.

Notice of Impending Foreclose letters were mailed this week. The Impending Foreclosure letters warn taxpayers that have not paid their Fiscal Year 2023 taxes and that their property will go into foreclosure on March 7, 2025. This year we have a few more taxpayers facing foreclosure compared to last year. This year we sent out 62 letters. I will be asking the Town Council to allow me to enter into payment agreements with taxpayers who request it. When a taxpayer signs a payment arrangement, they agree to make monthly payments towards their taxes. The payment is enough to bring the taxes current on the property within the next 18 months. If the arrangement is followed the taxpayer will not find themselves facing foreclosure again next year.

### **GENERAL ASSISTANCE/ HEATING ASSISTANCE:**

This office has processed 7 applications for Heating Assistance helping a total of 16 people. We have been granting 100 gallons of fuel to each household that qualifies. These numbers are higher than this time last year.

We have seen an increase in General Assistance this year. We have a variety of request from Rent and Electric.

### **TRAINING**

I went to Safety Works class on Wage and Hour Compliance.



---

# M O N T H L Y   R E P O R T

---

**DATE:** February 3, 2025  
**TO:** Richard Bronson, Town Manager  
**FROM:** Ruth E. Birtz, Economic Development Administrator and  
Assessor  
**RE:** Monthly Report for January

**Assessing:**

In a prior Monthly report, I informed the Town Council that Lincoln's Assessing audit report certified that Lincoln is currently assessing at 59%. On January 22<sup>nd</sup> I held a workshop for the Town Council to explain the current situation and what can be done to remedy this. Stephen Sullivan from Revenue Services was on hand to assist me with answering questions. I am hoping the meeting was very informative to the public present and the Town Council. The result of the meeting is Revenue Services and I will work together to come up with a factor adjustment for all properties in Lincoln, and I will have an estimate for the upcoming budget on a revaluation.

Currently all computer data is up to date with current sales and all pending questions of assessments have been answered. I am preparing for next years audit.

**Passport Activity:**

Passport activity is listed below. We have completed our annual recertification. Annual recertification requires training of agents and the Facility Manager. Training for the Facility Manager is new this year.

MONTH	FY19	FY20	FY21	FY22	FY23	FY24	FY25
July	14	28	1	10	17	16	13
August	37	27	3	10	15	14	7
September	12	7	2	4	5	6	13
October	20	23	5	8	22	8	20
November	7	18	3	9	9	4	7
December	13	26	3	10	20	6	9
January	20	22	5	6	33	32	28
February	22	22	2	9	24	13	
March	20	5	8	14	12	27	
April	19	0	7	9	7	23	
May	9	0	7	7	17	19	
June	18	0	9	9	15	13	
<b>Totals</b>	<b>211</b>	<b>178</b>	<b>55</b>	<b>105</b>	<b>196</b>	<b>181</b>	<b>97</b>

## Economic Development:

The current grant-loan-remediation efforts at the mill are listed in the following chart.

Grant	Loan	Source	Status	Project Description
205,000		MDF	Received and closed	Environmental Studies
650,000		EPA	Received/closed	Environmental assessments
\$250,000	\$250,000	MDEP	Received/in process	Remediation Biofine parcel
\$366,250	\$366,250	MDEP	Received/ in process	Remediation of building 6&7
\$750,000		EPA	Received/in process	Remediation of Lagoons and waste water treatment plants
\$140,000	\$140,000	EMDC	Received /in process	Remediation building #22
\$70,000		EMDC	Received/closed out/completed	Permitting of Asbestos containment site
\$15,000	\$15,000	EMDC	Received/in process	Scale Shack remediation
\$1,550,000 (\$500,000)	\$500,000	MDEP	submitted/and awarded a grant loan in a smaller amount	Construction of asbestos containment site
\$3,500,000		CDS	Received /in process	Utility and road upgrades Depot street entrance
\$5,000,000		EPA	Received/in process	Lot 3 Remediation
\$500,000		EPA	Submitted Community wide brownfields grant	
\$4,000,000		EPA	Submitted/denied Will resubmit	Lot 3 West Remediation
\$4,000,000		EPA	Submitted/ waiting on decision	Lot 4 east Remediation
\$4,000,000		EPA	Submitted/ waiting on decision	Lot 4 West Remediation
\$4,000,000		EPA	Submitted/ waiting on decision	Lot 5 Remediation
\$400,000		EPA	Submitted/waiting on decision	Remainder of lot 2 remediation
4,500,000		CDS 2025	Submitted/Recommending to finance	Utility and road upgrades Scale Road Entrance
	15,000,000	RDA	In process/approved	Waste water treatment plant
3,700,000		EDA	Submitted this month, received approval of first phase of grant process, now in second phase of approval	Innovation center
638,000		NBRC	Received/in process	Innovation Center
	\$500,000	MTI	Submitted waiting on determination	Gap funding innovation Center
	\$450,000	MDA	Submitted and approved	Gap funding innovation center
\$100,000		EPA	Received and work performed and administered by EPA	Planning Brownfield Remediation technical assistance

Economic Development Table notes;

1. Total grant awards received as of December 31, 2024 \$12,084,250.00
2. Total loan awards with terms starting when the mill site starts to turn a profit, or interest only.  
\$1,271,250.00
3. Loans for gap funding and waste water not yet received, \$15,950,000.00.
4. Total pending applications for remediation and construction \$17,100,000.00. The EDA grant for \$3,700,000. has received phase one approval. The application submitted for Lot 3 West was denied. We will resubmit next year.

Summary: Total anticipated needs \$70,000,000 received \$14,305,500.\* in process \$36,100,000  
Balance needing funding resources \$19,594,500. \* This includes the MDF and MTI gap loan funding that has been approved.

**TIF Budget Report:**

The estimated TIF budget has been approved for FY2025. These are the final actual numbers for the TIF budget. Unfortunately, some cuts needed to be made as the mil rate went from \$25.72 to \$20.60. These projects are reported costs not subject the Real Estate increases, so the estimated budget was too high. The budget has been adjusted to reflect the actual revenue.

TIF-Rollins	Budget	Expended	Balance	% Budget	%Income received
Events	\$53,000.00	\$41,817.34	\$11,682.66	78%	
Economic Development	\$270,479.00	\$149,286.67	\$100,713.33	61%	
Communications Director	\$95,155.00	\$54,586.92	\$40,568.08	57%	
Assessing	\$0	\$0	\$0	0%	
Debt Service	\$20,000.00	\$5,000.00	\$15,000.00	25%	
Utilities	\$14000.00	\$1,850.00	\$12,150.00	13%	
Cemetery, Parks and Recreation	\$80,300.00	\$41,817.34	\$39,517.61	51%	
<b>Totals Rollins</b>	<b>\$538,880.58</b>	<b>\$294,358.27</b>	<b>\$244,522.31</b>	<b>55%</b>	<b>50%</b>
Reserve-dam	\$35,624.47	\$8,290.00	\$27,334.47	23%	
TIF Bangor Gas	\$74,459.08	\$37,229.54	\$37,229.54	50%	50%
TIF Lakeview Senior Housing	\$42,032.53	\$21,016.27	\$21,016.26.	50%	50%

Notes for the TIF reconciliation; The TIF account has reserves to operate its budget until taxes are received.

1. Events line item is always high in the percentage expended, due to Loon Festival at the beginning of the fiscal year.

- 
2. We are running over what we have received in payments. This is typical for this time of year. Reserves are in place to cover expenses until taxes are received. The TIF account was just reimbursed \$20,479.00 from the MDF grant that went into Economic Development contractual line item. I reported in error that it was added to reserves last month. It should have been added to contractual for reimbursement of expenses charged to that line item. We have also submitted an FAA grant to reimburse the TIF account for the purchase price of the land at the airport for \$60,000 and associated expenses.

# MONTHLY REPORT

**DATE:** February 3, 2025  
**TO:** Richard Bronson, Town Manager  
**FROM:** Wade Jordan, Code Enforcement Officer  
**RE:** Monthly Report for January, 2024

DESCRIPTION	#	January REVENUE	# YTD	REVENUE YTD	FY2024	REVENUE FY2024
Building	3	\$1,350.00	64	\$11,872	91	\$14,233.69
Electrical	1	\$100.00	26	\$2,300.00	54	\$5,060.00
Plumbing	2	\$315.00	46	\$8,340.00	49	\$10,340.00
Home Occupation	0	\$0.00	0	\$0.00	1	\$60.00
Sign	1	\$40.00	5	\$220.00	9	\$440.00
Land Use Permit	0	\$0.00	11	\$1,300.00	15	\$1,650.00
Street Opening	0	\$0.00	19	\$1,100.00	19	\$950.00
Wood Boiler / Junkyard/Demo	0	\$0.00	0	\$0.00	3	\$60.00
Subdivision	0	\$0.00	0	\$0.00	1	\$1,000.00
<b>TOTALS</b>	<b>7</b>	<b>\$1,805.00</b>	<b>171</b>	<b>\$25,162.00</b>	<b>242</b>	<b>\$33,793.69</b>

*Planning Board: No agenda items for the month of January so we did not have a meeting.*

*Training: OCP training via zoom and LPI Training*

---

# MONTHLY REPORT

---

**DATE:** February 03, 2025  
**TO:** Richard Bronson, Town Manager  
**FROM:** Shawn Rogers, Events and Communications Director  
**RE:** Monthly Report for January

***Events:***

January was a month spent of planning when it comes to events. The Events Committee met and planned out the events for the year. The tentative schedule is below. While the Events Committee did not plan an event for January, Lincoln did host the Northern Maine Ice Ovals on January 25 which brought in quite a few people.

Our next event is Cabin Fever Reliever which will take place on February 22. The day will start with the 6<sup>th</sup> Annual Brady Nickerson Foundation Fishing Derby on Mattanawcook from 8-1. I just received word that New England Cross Country also plans on having a snowmobile race that day as well on Mattanawcook starting at 9. From 2-4 Lincoln Region Lakes Chamber of Commerce will be having their Chili/Chowdah Cookoff at Stewarts Learning Center. Ending the day, there will be ice skating, an ice bar, and a bonfire from 4-7.

Tentative schedule of events for the upcoming 12 months – events and dates are subject to change.

February 22 - Fishing Derby and Cabin Fever Reliever at Prince Thomas

March 15 - Dodgeball Tournament at MA

April 5 - Comedy Festival; pending venue comedians and venue approval

May 31 - Bike Rodeo at MA

June 21 - 90s Adult Prom at Knight of Columbus

July - 17,18,19,20 Loon Festival ~90's theme Party like it's 1999!

August 19 - Penobscot Pirates Paddle

September 27 - Septemberfest

October 31 - Halloween Festivities

December 6 - Breakfast with Santa, Christmas Tree Lighting and Festival of Lights Parade.

Free community concerts are still planned to continue at the Gazebo.

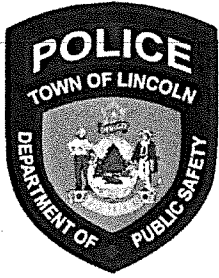
---

***Communications:***

January was also a planning and maintaining month for communications. I did a review of the audio system in the council chambers and have installed new signal boosters for the microphones as well as installed a new microphone at the podium. Hopefully these two things will help with the clarity of the audio broadcast.

I have also confirmed with all of the department heads that all of the information on our website is still accurate and relevant. I met with the new Police Chief to go over the Police Department's page, expect to see some changes soon!


The digital sign has been up and running with little to no issues. It seems like its either feast or famine with content to put on it. I try to keep all of the content viewable during one red light cycle which can be a little difficult when it gets busy.



---

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

---

To: Richard Bronson, Town Manager  
From: Lee Miller - Police Chief   
Date: February 3<sup>rd</sup>, 2025  
RE: Police Department Report for January 2025

## Police Department Updates

---

### *Message from Chief Miller*

---

I've officially completed my first month at the Lincoln Police Department, and I couldn't be more grateful for the warm welcome from the staff! It's been an exciting transition, and I'm looking forward to working alongside this dedicated team to strengthen and grow the department. My vision is to make Lincoln PD a model agency—one that others look to as an example of excellence in law enforcement.

Among my many goals for the department, one of my biggest long-term objectives is to achieve accreditation through the Maine Law Enforcement Accreditation Program (MLEAP). This rigorous process evaluates an agency against more than 160 professional standards, ensuring that we are operating at the highest level. It serves as a crucial system of checks and balances, reinforcing best practices in policing.

I bring extensive experience with MLEAP, having assessed five agencies as an official assessor and successfully guiding Old Town through two of its own accreditations. Last week, I was honored to be appointed to the MLEAP committee, which oversees all accreditation assessments across the state. This eight-member committee is composed of Police Chiefs, the State Police Colonel, a Sheriff, and the Director of the Maine Criminal Justice Academy. Accreditation not only strengthens a department but also leads to tangible benefits, such as reducing liability costs. I've seen firsthand how the process enhances professionalism, accountability, and efficiency. I'm excited to work toward this milestone for Lincoln PD and to continue building a department that our community and officers can take pride in!

---

### *Policies and Administrative*

---

Chief Leonard made significant progress in updating department policies during his tenure, and I have continued that work since taking over. We are actively bringing our policies up to speed to ensure they align with current standards.

Before his departure, Chief Leonard secured a valuable program called PowerDMS, which I have used for the past 10 years in Old Town. This system will serve as a centralized hub for our approximately

---

### *Policies and Administrative cont....*

---

100 policies, making it easier for officers to access, review, and acknowledge them. Additionally, PowerDMS streamlines our training management by keeping all training records in one place and tracking required updates. Many of these policies are mandated by law, making this system an essential tool for maintaining compliance and efficiency.

---

### *Trainings*

---

This month, we held a department-wide staff training on fingerprinting. You might wonder why this is important—well, every individual we summons must be fingerprinted, and we can actually be held accountable if we fail to do so. Given the location of the jail and its current overcrowding, we often issue summonses rather than transport individuals to Bangor. This training ensured that our officers are following proper procedures and remaining compliant with the law.

We also conducted a staff meeting where we shared the department's vision and gathered valuable input from our team. Open discussions like these help us grow as a department and strengthen our commitment to serving the community.

Additionally, SRO Peters attended an Active Shooter training, which she will bring back to the schools to enhance safety measures.

Ongoing training is a top priority for me because well-trained officers make for a stronger, safer community. I look forward to continuing to invest in our team's development and working alongside them to make Lincoln a better place.

---

### *Community Outreach*

---

Over the past month, I've had the opportunity to meet many people in and around Lincoln, and I look forward to continuing to build those connections. I've spent time with each officer, whether riding along on patrol or having in-depth conversations at the station. I've also had the chance to get out on the road myself, learning the town firsthand and even conducting a few traffic stops. While I have many ideas for community initiatives, my first priority right now is strengthening the culture within our department and fostering a strong sense of community among our staff.



---

## **Staffing**

Currently, the Lincoln Police Department has five patrol officers, including two supervisors, one detective, one School Resource Officer (SRO), and myself. We also have one reserve officer.

Unfortunately, Animal Control Officer (ACO) Mary Curtis has decided to resign, and we are actively working on hiring a replacement. To better understand the role, I've reached out to a few animal control professionals.

We are facing some challenges in hiring, a trend that's being seen across the country, but we remain proactive in our efforts to expand the team. We currently have three open positions. We've been utilizing several recruitment platforms including Facebook, the town website, Indeed, Maine Municipal, and a tool that has worked well for us in Old Town—Police App. In our outreach, we've emphasized the unique beauty of Lincoln and the exceptional quality of life it offers, hoping to attract candidates who will thrive in this community.

Our first round of interviews is scheduled for the first week of February, and we're committed to hiring candidates who not only meet the necessary qualifications but also align with the values and culture we're working to build at Lincoln PD. We're particularly focused on finding someone who can attend the August police academy, as it's the next available training opportunity.

We're confident that with these efforts, we'll continue to strengthen our team and maintain the high level of service our community deserves.

## **Detectives**

One of the things I was especially grateful for upon arriving here was having a highly skilled investigator in Detective Jacobs. His wealth of knowledge, ability to connect with the community, and investigative expertise are truly impressive. This month, he successfully closed a major embezzlement case involving a local business, leading to a Class B theft charge against Wayne Stedt. Beyond his investigative work, Detective Jacobs is also a fantastic mentor to the entire patrol division, always willing to share his experience and guidance to help officers grow in their careers. His dedication and talent are a tremendous asset to the department.

---

## **Patrol Highlights**

I am incredibly fortunate to work with a team of loyal, dedicated, and hardworking individuals here at the Lincoln Police Department. Each member of the staff has invested significant time and effort into this community, and it's clear that they truly care about the people and the town they serve. I've been continually impressed by their commitment and passion for the success of this department.

Every one of them has been incredibly open to me, embracing the ideas and thoughts I've brought to the table. Their willingness to collaborate and their genuine desire to see the department thrive have made this transition seamless. A key member of my team is our Administrative Assistant, Britny Worster. She is with me every day, and her support has been absolutely invaluable. From the moment I arrived, she has ensured that I have everything I need to succeed. Her organizational skills are top-notch, and her knowledge of the police department's systems, despite her relatively short time here, is impressive. I truly feel fortunate to have her as such a critical resource.

---

## **Thank you**

Chief Leonard wraps up his time with the Lincoln Police Department on February 8th, and we can't thank him enough for all he has done over the past year and a half. His leadership and dedication have had a tremendous impact on this department, setting us up for long-term success. The transformation he led here was truly exceptional, and without his efforts, I may not have even applied for this position. Remarkably, he accomplished all of this while also serving as both the Town Manager and Police Chief of Veazie. I've known Chief Leonard for a long time, and his commitment to law enforcement in this region has been nothing short of outstanding. He has earned the deep respect of every officer here, and we are all incredibly grateful for his guidance and service.

## 5<sup>th</sup> Annual Report of the Deadly Force Review Panel

January 2025

As required by 5 M.R.S. § 200-K, the Maine Deadly Force Review Panel met regularly in 2024 to review deadly force incidents by law enforcement officers and provide reports to the Joint Standing Committee on Judiciary of the Maine Legislature. The reports identified whether there was compliance with accepted and best practices under the circumstances, or whether practices required adjustment or improvement. The Panel is also charged with recommending methods of improving standards, including changes to statutes, rules, training, and policies and procedures designed to ensure best practices leading to increased public and officer safety.

The Panel solicits feedback on its reports from involved law enforcement agencies. While the Panel focused on those cases where deadly force was used, it recognizes that law enforcement responds to high-risk incidents every day that could have involved the use of deadly force but that were resolved peacefully.

The Panel is required by law to submit an annual report to the Joint Standing Committee on Judiciary of the Maine Legislature summarizing its work from the previous year by January 30th. Because mental illness and/or alcohol and drugs are the originating factors in most of these incidents, the Panel is now copying the Joint Standing Committee on Health and Human Services and the Joint Standing Committee on Criminal Justice and Public Safety with this annual report and future reports documenting the Panel's review of deadly force incidents.

### **Factual Summaries of Incidents Reviewed in 2024**

By law, the panel shall examine deaths or serious injuries resulting from the use of deadly force by a law enforcement officer after the Attorney General has completed the investigation of the use of deadly force. Accordingly, the Panel reviews cases in the same chronological order as reports issued by the Attorney General.

#### **#30 – Mars Hill – Fatal Shooting of Jacob Wood**

In the early morning of April 14, 2021, two Aroostook County deputy sheriffs, including Isaac Ward, responded separately to a 911 call at an apartment complex in Mars Hill. Upon arrival, they saw a man and a woman outside in front of an apartment. They saw the man, later identified as Jacob Wood, grab the woman and hold a knife to her throat. Both deputies commanded Mr. Wood to release the

woman, but he refused to comply. Deputy Ward fired two rounds. One struck and killed Mr. Wood. The second round grazed the woman.

#### #31 – Stockholm – No injury to Michael Baron

At approximately 6:00 p.m. on July 31, 2022, a resident called 911 and reported that a man approached him outside his home in Stockholm, fired a handgun, threatened him with the gun, and demanded his car keys. The man was still outside and reportedly firing shots while the resident was on the phone with the dispatcher. The caller reported that the man paced back and forth in front of his home with a handgun and then ran into a garage across the road. The man was later identified as Michael Baron. Sgt. Nathan Chisholm and another deputy sheriff were the first to arrive on the scene. While standing outside of their police vehicles a short distance away from the caller's residence, Mr. Baron emerged from around the front corner of a residence across the street and pointed his handgun at the deputies. Sgt. Chisholm fired his pistol in the direction of Mr. Baron. Mr. Baron was not struck by gunfire, nor was he otherwise injured. A standoff ensued over the next several hours, with Mr. Baron ultimately surrendering. He was arrested and charged with attempted murder, possession of a firearm by a prohibited person, aggravated reckless conduct, criminal threatening with a dangerous weapon, robbery, burglary, theft of firearms, and creating a police standoff.

*The statute governing the Panel states that the Panel "shall examine deaths or serious injuries resulting from the use of deadly force by a law enforcement officer." In this incident, although the law enforcement officer used deadly force, no death or serious injury resulted from his actions. Accordingly, the Panel declined to review this incident as it was not within its statutory authority to do so.*

#### #32–Mexico–Nonfatal shooting of Brandon Dearborn

On Wednesday afternoon, August 31, 2022, several residents at an apartment complex in Mexico called 911 and reported a man outside the complex waving a handgun around. Lt. Derek MacDonald of the Mexico Police Department and two Rumford police officers, including Bradlee Gallant, responded to the calls. Shortly after their arrival, Lt. MacDonald and Officer Gallant encountered Brandon Dearborn behind one of the apartment buildings. Mr. Dearborn appeared very lethargic and uncoordinated in his movements. He was carrying a handgun in his right hand. Lt. MacDonald and Officer Gallant ordered him numerous times to drop

the gun. Officer Gallant's two attempts to tase Mr. Dearborn were unsuccessful. Both officers shot at Mr. Dearborn, who was struck by gunfire but survived the injuries.

#33 – Mexico – Nonfatal shooting of Daniel Tibbetts

On the evening of October 13, 2022, Officer Dustin Broughton of the Mexico Police Department was in uniform and on patrol in a marked cruiser. The Oxford County Regional Communications Center notified him of a reported incident on Roxbury Road in Mexico involving a man, later identified as Daniel Tibbetts, who was threatening a family member or girlfriend with a machete in an apartment. While on his way, Officer Broughton received an update that Mr. Tibbetts was outside the apartment with the machete and was saying that he was going to hurt law enforcement and make law enforcement hurt him, and he was not going to go alive. When Officer Broughton and another officer arrived, they saw Mr. Tibbetts standing outside the residence; he started walking toward them with the machete in his right hand. The officers ordered Mr. Tibbetts to drop the machete, but Mr. Tibbetts did not follow their orders and he continued walking toward the officers. Officer Broughton fired three rounds from his handgun, striking Mr. Tibbetts in the left cheek, abdomen, and leg. Mr. Tibbetts survived his injuries.

#34 – Waterboro – Fatal shooting of Tyler Woodburn

During the evening of September 7, 2022, a Waterboro woman called 911. She reported that her daughter's boyfriend, Tyler Woodburn, was driving while intoxicated on his way to buy more liquor and that her daughter was with him in his vehicle. The caller said that Mr. Woodburn would be violent or flee if confronted by law enforcement and that he may have a firearm in the vehicle. York County Deputy Sheriff Levi Johnson was dispatched to this call. He spoke with the 911 caller on the phone and learned that Mr. Woodburn had previously threatened to shoot a York County deputy sheriff in the head. Deputy Johnson located Mr. Woodburn's truck parked at the caller's Waterboro residence. He attempted to speak with Mr. Woodburn inside the residence, but Mr. Woodburn was uncooperative and attacked Deputy Johnson once outside the residence. Deputy Johnson tried to use his TASER, but it was ineffective, and he and Mr. Woodburn fought for control of the TASER. Mr. Woodburn tackled Deputy Johnson and got on top of him. He ultimately pinned Deputy Johnson and attempted to take his service weapon out of his holster. The girlfriend and her sister intervened and tried to help Deputy Johnson. When Deputy Johnson managed to get to his feet, Mr. Woodburn broke free and lunged at Deputy

Johnson's holstered service weapon again. Dep. Johnson drew his service weapon and shot Mr. Woodburn twice in the chest. Mr. Woodburn died at the scene.

#### #35 – Augusta – Fatal Shooting of Dustin Paradis

On Wednesday, October 13, 2021, shortly after 6 p.m., Augusta police officers responded to calls of a man with a knife, who was reported to have assaulted a resident at the Bread of Life Homeless Shelter and was cutting himself with the knife. Sgt. Christopher Blodgett and Officer Sabastian Guptill were directed inside the residence and encountered two people providing aid to an injured person in the close confines of the kitchen threshold. They observed a man, later identified as Dustin Paradis, holding a large knife in his left hand in the kitchen. Mr. Paradis, 10-12 feet away, taunted the officers to shoot him while the officers issued multiple commands to drop the knife. Instead, he started cutting his throat with the knife. When he charged the two officers with the knife in hand, both officers fired their handguns at him. Mr. Paradis, struck by the gunfire, fell to the kitchen floor and, despite lifesaving measures, died at the scene.

#### #36 – Livermore Falls – Injury to Donald White (Suicide)

In the early morning of March 8, 2021, Donald White, 45, of Jay, surreptitiously entered a residence on Knapp Street in Livermore Falls, occupied by its owner, age 64, and three other adults, all of whom were sleeping. Mr. White restrained two of the occupants with zip ties and handcuffs. Mr. White blocked another occupant, his former girlfriend, from communicating with 911, at one point threatening her with what she believed was a handgun. The 911 operator detected a struggle, and police were dispatched to the residence. The former girlfriend escaped to a neighbor's home and notified the police. She also reported that Mr. White was placing pipe bombs in the residence, one of which was thrown from the residence and detonated when the first officers arrived. The two other adults managed to escape the residence and told officers that there were several pipe bombs placed throughout the residence. A standoff ensued for the next 18 hours, during which time Mr. White held the homeowner hostage. It ended after Sergeant James Macdonald, a member of the State Police Tactical Team, shot and injured Mr. White, who then shot and killed himself.

#### #37 – Alton – Nonfatal shooting of Djvan Carter

On May 26, 2023, a woman called 911. She identified herself as Djvan Carter's ex-girlfriend. She stated that Mr. Carter told his sister in a telephone conversation that he had hit his current girlfriend in the head with a hammer. Law enforcement officers

looked for the girlfriend at her residence and discovered that her vehicle was missing. Her cellular telephone was determined to be in Alton. Within minutes, Trooper Jacob Ferland of the State Police located the girlfriend's car in Alton and was immediately joined by Corporal Blaine Silk of the State Police. The officers saw movement in the vehicle consistent with someone striking someone else. The occupants were instructed to get out of the vehicle but did not comply. As the troopers approached the car, they issued additional instructions for the occupants to get out. Trooper Ferland drove his cruiser toward the car while Corporal Silk walked beside it. The car sped directly at Corporal Silk; Corporal Silk fired several shots at the driver through the windshield of the car. The driver was later determined to be Djvan Carter. He was injured as a result of being struck by gunfire. The girlfriend suffered severe head trauma as a result of being hit in the head with a hammer by Mr. Carter.

#### #38 – Chelsea – Injury to Frank Foss, Jr. (Suicide)

On Sunday, July 23, 2023, law enforcement officers were searching for Frank Foss, Jr., who was wanted on an arrest warrant for possessing a firearm by a prohibited person and violating the conditions of release. Information from cellular phone analysis led officers, including Detective Scott Duff of the State Police Tactical Team, to a wooded area between Hankerson Road, Davenport Road, and Central Maine Power lines in Chelsea. Mr. Foss's history and information learned during the search for Mr. Foss indicated that he was likely armed with a firearm, that he was actively eluding capture, and that he might force the police to shoot him if they confronted him. After unsuccessfully searching the wooded area for some time, Detective Duff rested at the base of a tree. While resting, he heard someone approaching his location. When he turned to see who was coming, Detective Duff recognized the person as Mr. Foss. Detective Duff identified himself as a law enforcement officer and ordered Mr. Foss not to move. When Mr. Foss raised a handgun and pointed it directly at him, Detective Duff shot Mr. Foss. Mr. Foss shot himself in the head with the handgun he was carrying and died at the scene.

#### #39 – Deer Isle – No Injury to Aaron Bulger

On September 10, 2023, Hancock County deputy sheriffs went to Deer Isle to arrest Aaron Bulger on a warrant charging burglary. Mr. Bulger resisted, assaulted a deputy, and evaded three Taser deployments. Mr. Bulger fled, and deputies and a police canine pursued him to an adjoining residence. Mr. Bulger ran up an exterior staircase onto a deck at the residence's rear. When the pursuing canine latched onto Mr. Bulger's clothing, Mr. Bulger lifted the canine by its throat and threw it down the stairs at the pursuing officers. Mr. Bulger then fled across the deck and shattered

a glass sliding door that led into a living area of the residence. Two deputies shot at Mr. Bulger, fearing that occupants of the residence would be in jeopardy if Mr. Bulger entered their residence. A total of five shots were fired, but none of them struck Mr. Bulger. Mr. Bulger entered the residence. The State Police Tactical Team responded. After a six-hour standoff, Mr. Bulger was taken into custody.

*The statute governing the Panel states that the Panel “shall examine deaths or serious injuries resulting from the use of deadly force by a law enforcement officer.” In this incident, although the law enforcement officer used deadly force, no death or serious injury resulted from his actions. Accordingly, the Panel declined to review this incident as it was not within its statutory authority to do so.*

### **Recommendations to Law Enforcement Agencies:**

Measures should be in place for victims of criminal behavior to be offered follow-up for issues, including mental health and substance use disorder services and services to address the trauma associated with the incident. The Panel is concerned that there may be inadequate post-incident liaison services for victims and observed that the Investigation Division of the Attorney General’s Office would greatly benefit from adding a victim witness advocate as a staff member.

The Panel recommends that future Internal Review Teams state whether or not a referral was made for follow-up support and services for victims.

When dealing with armed individuals, people in nearby buildings vulnerable to risk should be evacuated as resources and time allow. Shooting with a residential building as a backdrop is undesirable and should be avoided whenever possible. Evacuation should occur after the threat has been contained within an established perimeter.

An armed, passive, and stationary individual should not be approached without cover but should be surrounded and contained, and de-escalation attempts should be initiated.

All firearms should be inspected and function-tested before being issued to officers to ensure they feed or fire as designed, will not fire if jostled or subjected to routine handling, and will stay assembled if jostled or dropped. They should also be inspected and tested periodically after that.

Unless a tactical team is on the scene, the ranking officer from the jurisdiction where an incident occurs should assume command and control unless the responsibility is expressly transferred to another officer.

Training should stress the undesirability and the inherent risks of “weapons confusion” in simultaneously wielding a firearm and a less-lethal weapon.

Officers who use deadly force in any incident should be removed from the scene as soon as possible for their well-being.

All law enforcement agencies should obtain non-lethal munitions and train officers on their use. Officers should have ready access to less-lethal munitions and body-worn cameras.

Whenever possible, even in evolving and pressing situations, some *ad hoc* response planning should occur before arrival on the scene.

More consideration should be given to using police vehicles as cover for responding officers and other first responders.

Responding officers should have the audio pack for the cruiser camera on their person when responding.

Once the officer arrives at a potentially serious incident scene, body-worn cameras should be turned on as soon as possible.

Whenever possible, e.g., when there is no imminent danger or harm to anyone, an officer should request backup in domestic violence calls since the presence of several officers usually discourages a suspect who may be prone to struggle with a single officer.

Depending on the particular circumstances of a deadly force event, agency heads may consider adding representatives of other disciplines to the Internal Review Team, e.g., persons certified as defensive tactics instructors and emergency communications specialists.

Law enforcement agencies should partner with facilities like Bread of Life to train and develop a response plan for various emergencies.

The Panel recommends that Attorney General detectives or other investigators retrieve relevant behavioral and medical health records.

Officers should be fully briefed on the pros and cons of a traction control system if their cruisers are equipped with one and consider that information when making strategic driving decisions.

The Panel urges law enforcement agencies to issue binoculars to officers.



When firing into the glass, a bullet's trajectory will change when it impacts the glass at an angle. The Panel recommends that all law enforcement officers be trained in such awareness.

The Panel requests that each department whose officers are involved in a deadly force incident respond in writing to the Panel within 90 days of receipt of a report detailing any questions, concerns, and corrective actions taken in response to the observations and recommendations noted in the report.

**Recommendation to Dispatch Centers:**

Dispatch centers should consider creating call types, such as domestic violence calls, that automatically trigger a two-officer response.

**Recommendations to the Criminal Justice Academy:**

The firearms training and situational use of force protocol should be reviewed at the Maine Criminal Justice Academy to determine if it still follows national best practices with a special focus on hostage situations.

The Panel again recommends that the Board of Trustees of the Maine Criminal Justice Academy review and enhance the standards for compliance with existing statutorily required internal incident reviews by law enforcement agencies whose officers are involved in deadly force incidents, including the scope of the evaluation, the time between an incident and its review, and composition of the review team. In addition, the currently required elements of the internal incident review should be evaluated for adequacy and relevancy to assist officers in learning from and training for such incidents. The Panel again recommends that all agencies involved in a deadly force incident participate in the internal review process.

Training should stress the undesirability and the inherent risks of "weapons confusion" in simultaneously wielding a firearm and a less-lethal weapon.

The Maine Criminal Justice Academy Board of Trustees is encouraged to require continuing training beyond the basic school on the Mechanics of Arrest, Restraint, and Control (MARC) and situational use of force.

Additional training on electronic weapons, such as the TASER, is also encouraged. This less-lethal tool is ineffective at close range in probe deployment mode unless the officer can complete a three-point contact. When officers immediately resort to the TASER near a suspect, they are at an immediate disadvantage when a suspect grabs onto them.

The Panel recommends that the Maine Criminal Justice Academy consider using Panel reports when developing and debriefing scenario-based training.

Hostage situations are fast-moving and complicated scenarios that inevitably require split-second decision-making. Complicating a decision to use deadly force is the reality that if the force is not immediately incapacitating, any remaining hostage(s) may be put in imminent danger.

When firing into the glass, a bullet's trajectory will change when it impacts the glass at an angle. The Panel recommends that all law enforcement officers be similarly trained in such awareness.

### **Firearms**

Firearms remain the predominant weapon used by individuals confronting law enforcement. Among the 39 cases reviewed by the Panel up to now, the types of dangerous weapons included six (6) vehicles, five (5) knives, one (1) machete, and one (1) incident involving both pipe bombs and a firearm, while the remaining 26 cases involved firearms.

In 2024, law enforcement requested and received approval for 482 weapons restriction orders under Maine's extreme risk protection order law, also known as the "yellow flag" law. This led to the seizure of hundreds of firearms from individuals deemed mentally ill, who exhibited suicidal and/or homicidal thoughts, and for whom law enforcement had probable cause to believe they possessed, controlled, or might acquire firearms or other dangerous weapons, and who had been found by a medical professional to pose a significant risk of foreseeable harm.

### **Panel Membership**

The panel is composed of 15 members as follows:

The Commissioner of Public Safety, ex officio – **Michael Sauschuck**.

The Director of Investigations for the Office of the Attorney General, ex officio – **Anna Love**.

The Director of the Maine Criminal Justice Academy, ex officio – Jack Peck, represented by **Joshua Daley**.

The Chief Medical Examiner, ex officio – Alice Briones, D.O., represented by **Sandra Slemmer**.

An attorney representing plaintiffs in actions under 42 United States Code, Section 1983, appointed by the Attorney General - **Vacant**.

A municipal police chief appointed by the Attorney General – **Jack Clements**, Chief of Police, City of Saco.

A county sheriff appointed by the Attorney General – **Joel Merry**, Sheriff, Sagadahoc County.

A mental health professional appointed by the Attorney General – **Benjamin Strick**, Vice President of Adult Behavioral Health, Spurwink Services.

A representative of a statewide collective bargaining organization for law enforcement employees, appointed by the Attorney General – **Vacant**.

A representative of a statewide civil rights organization whose primary mission is related to racial justice, appointed by the Attorney General – **Michael Alpert**, Greater Bangor Area Branch NAACP.

An attorney representing defendants in actions under 42 United States Code, Section 1983, appointed by the Attorney General – **John Chapman, Esq.**, Kelly & Chapman;

A criminal prosecutor appointed by the Attorney General – **Stephen Burlock, Esq.**, Panel Vice-Chair & Secretary.

Three citizens, each of whom is not and has never been a sworn law enforcement officer, appointed by the Attorney General – **Fernand LaRochelle**, Panel Chair.

Remaining two citizen seats – **Vacant**.

**Staff**

Brian MacMaster, Retired Chief of Investigations, Maine Office of the Attorney General.

An ex-officio panel member may appoint a designee to represent the ex-officio member on the panel for one or more meetings. A designee, once appointed, qualifies as a full voting member of the panel and may hold office and enjoy all the other rights and privileges of full membership on the panel. The panel members appointed

by the Attorney General serve for three years or until their successors are duly appointed. There are currently four vacancies on the Panel.

The panel shall annually elect a chair and a vice-chair from among its members. The vice-chair shall also serve as secretary. The panel shall meet at such times as may be reasonably necessary to carry out its duties, but it shall meet at least once in each calendar quarter at such place and time as the panel determines or at the chair's call. The Panel met nine times in 2024.

All Panel members, as well as staff, serve without compensation.

The individuals serving on the Panel are appointed to bring their professional expertise to discuss these complex cases. Thus, members of the Panel may know or have had contact with individuals involved in the case under review. In such situations, members report such affiliations to the Panel, and that information is recorded in the meeting minutes. If Panel members determine that they have a conflict of interest, they are recused from voting on the Panel's observations and recommendations regarding that case.



---

# M O N T H L Y   R E P O R T

---

**DATE:** January 31, 2025  
**TO:** Rick Bronson, Town Manager  
**FROM:** Dennis Bullen, Public Works Director  
**RE:** January, FY25  
**ACTIVITIES:**

January brought the expected snow fall events as well as a mixed/ice event. By this time of year, we would all much rather see snow as opposed to ice. An ice or mixed precipitation event causes us to use sometimes 3 times as much material maintaining pass ability on our roads as would a snowfall of the same duration.

As can be expected for this time of year, snow related activities comprised the majority of the workload this month. Depicted below in the table below is totals for the month as well as seasonal totals. In comparison to previous years efforts, we are right on par and look to be in a solid position heading into the last segment of the season.

MONTH	DEPLOYMENTS	SNOW/ICE, IN INCHES	SAND, IN YARDS	SALT, IN TONS	MUNICIPAL LOTS	DAYS HAULING	REMOVED, IN YARDS
DECEMBER	11	26	1491	259	58	5	1432
JANUARY	10	16	1084	192	23	6	1574
FEBRUARY							
MARCH							
APRIL							
SEASON TOTAL	21	42	2575	451	81	11	3006

Another expected winter time task is the repairing of road defects, commonly known as potholes. A total of 3 days were spent achieving a satisfactory condition on our paved roadways. The usual offenders received the majority of the patch work, these being Frost St., Mohawk Rd., Town Farm Rd., Sweet Rd., Bagley Mt Rd., and Taylor St. As the season moves along, these roads will continue to receive the vast majority of patching efforts.

A brush crew was deployed this month on 2 occasions. Overhanging brush was trimmed on Half Township Rd as well as Curtis Farm and Park Ave. These limbs had settled into a position to where they were coming into contact with the dump trucks. At night, it was nearly impossible to avoid making contact and potentially damaging a truck, mostly the mirrors mounted to the door.

The month of January also brought a stretch of frigid temperatures, often with day time highs in the single digits with night time as much as -18 degrees. As a result of this extended deep freeze, the salt pile began to freeze. This condition required the loader and loader/backhoe to be deployed for multiple days processing the sand thru the stationary screen (Grizzly) in preparation for usage. This operation will likely continue multiple times as the season progresses.

PW Crew working the sand pile.



In between snow events, and because of the frigid coldness, a painting project was undertaken this month at the PW Garage. The vestibule, break room, locker room, bathroom, the hallway and office all received a fresh coat of paint. The existing paint was the original treatment and had become worn and dinged in many places. 6 gallons of paint were used with some of both colors left for touch-up as needed.

A problematic storm drain basin on Taylor St. was attended to this month. The drain across from 26-28 Taylor St. was found to be chock full of leaves, entirely choking off the flow of drain water, causing the drain system to back up and flow over the next uphill drain. After removing a large amount of leaves from the basin as well as the downhill piping, the system seems to function a little better. A large rain coupled with snow melt has not yet been experienced in this area since then so time will tell if the drain is now able to carry the large volumes of water that have now become a multiple time a year occurrence.

The resident mechanic had a full plate for the month. Being at a point in the season to run all the snow removal equipment thru a series of inspections, the mechanic did just that. Each truck was brought in, looked over, put up on the lift and checked for any problems or potential problems. Some issues were identified and repaired. Truck #6 experienced a failure in the control cable housing causing the cables to periodically freeze and become inoperable. Replacement parts were ordered and #6 was removed from the fleet as a plow truck. #4 was inserted into the fleet with the same driver. After just one deployment, #4 required a tire replacement as the sidewall in a steer tire split. It did not blow out but a failure was imminent. a police cruiser and the animal control officer's car both arrived at the garage for repairs. One was able to be repaired, but the cruiser had issues that needed attention from an outside mechanic. This cruiser was brought to Robinson's Automotive for the needed repair. All normal PM was performed and records of same are kept at the facility.





---

# M O N T H L Y   R E P O R T

---

**DATE:** February 3, 2025  
**TO:** Rick Bronson, Town Manager  
**FROM:** Dennis Bullen, Transfer Station Director  
**RE:** JANUARY, FY2025

## **ACTIVITIES:**

January saw a weather pattern much more as could be expected for January. Frigid temperatures limited the amount of traffic visiting the Transfer Station. Recycling and SMW totals reflected this.

Recycling numbers were what was expected, with cardboard leading the effort with a total of 18 bales collected and processed. This is significantly down from last month's holiday influx of 26 bales. 18 is a much more reasonable number for this and the next few months. Additional recycling numbers were a single bale each of #2 plastic and newspaper.

A surprise came this month at the total of demo wood deposited in the burn pit. Deposits were enough to require the pit to burn for 9 days. Very little attention was received at the brush station this month.

SMW total delivered to Juniper Ridge Landfill this month was 281.18 tons, a slight decrease from last month's total of 296.45. 13 trips were required to convey this tonnage. In a recent conversation with Roy Donnely, the Public Relations contact with the EPEC company, some hazy positive news was reported in that the rehabilitation of the waste to energy plant has been making some strides in a positive direction. No dates were given as to a possible start up.

Some disbursements were made this month. A shipment of cardboard totaling 41 bales was shipped out. Normally a shipment consists of 44 bales, but the driver of the truck insisted on 41. No short haul fees were incurred however. Additionally, a single load of mixed metal left the facility as did several boxes of fluorescent bulbs totaling 697 units.

Mechanical issues were typical. T-2 received 2 tire replacements. The Tractor received 1 new steer tire. T-1 passed the required state inspection while t-2 failed because of tires. The resident backhoe experienced a new ailment this month in the form of one of the rear tires being compromised and ultimately becoming separated from the rim. This machine as long past its expected service life and is hanging on by thin threads. Luck was on our side as an old tire that had been removed from this very machine was found in among the assortment of tire that are kept at the PWD and was mounted by Hogan Tire. This was installed on the machine and now the backhoe is in service albeit with restrictions. All normal PM was performed and records of same are kept at the facility.

---

Product	2025	2024
Cardboard	18,000 LBS	19,000 LBS
Newsprint	1,700 LBS	3,400 LBS
#2 Plastic	700 LBS	
Mixed plastic		
Shredded Office Paper		1,100 LBS

**Recyclables collected for the month:**

The above table represents the recyclable materials collected and processed for the month.

**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	41 Bales	172 Bales	1000lbs. per bale
Newsprint			1700lbs. per bale
Plastic #2			700lbs. per bale
SOW			780lbs. per bale
Light Iron & Tin	1 Loads	10 Loads	Tons vary per load
Glass			
Ash			12-15 tons per load
Waste Oil		225 Gal	Gallons shipped
E-Waste *		3475 LBS	LB. of items shipped
Equipment Tires			Tons of items shipped
Freon Removal		153 Units	# Of units
Fluorescent Bulbs Mixed	697 Units	697 Units	# Veolia for recycling
4ft Bulbs		419 Units	# Veolia for recycling
8ft Bulbs		25 Units	# Veolia for recycling

\*E-Waste total weight is estimated

**Juniper Ridge Landfill SMW Delivery Totals  
Trash Tonnages**

**Fiscal Year 2025**

**Fiscal Year 2024**

<b>Month</b>	<b>Tons</b>	<b>Tipping</b>	<b>Cost</b>	<b>Month</b>	<b>Tons</b>	<b>Tipping</b>	<b>Cost</b>
July	404.22	\$95.00	\$38,400.90	July	396.35	\$95.00	\$37,653.25
Aug	349.32	\$95.00	\$33,185.40	Aug	350.69	\$95.00	\$33,315.55
Sept	332.71	\$95.00	\$31,607.45	Sept	363.35	\$95.00	\$34,518.25
Oct	334.24	\$95.00	\$31,752.80	Oct	285.95	\$95.00	\$27,165.25
Nov	295.71	\$95.00	\$28,092.45	Nov	408.08	\$95.00	\$38,767.60
Dec	296.45	\$95.00	\$28,162.75	Dec	233.30	\$95.00	\$22,163.50
Jan	281.18	\$95.00	\$26,712.10	Jan	316.35	\$95.00	\$30,053.25
Feb			\$	Feb	231.94	\$95.00	\$22,034.30
Mar			\$	Mar	279.74	\$95.00	\$26,575.30
Apr			\$	Apr	311.61	\$95.00	\$29,602.95
May			\$	May	323.26	\$95.00	\$30,709.70
June			\$	June	270.62	\$95.00	\$25,708.90
<b>Total</b>	<b>2293.83</b>		<b>\$217,913.85</b>		<b>3459.60</b>	<b>\$95.00</b>	<b>\$358,267.80</b>

---

# M O N T H L Y   R E P O R T

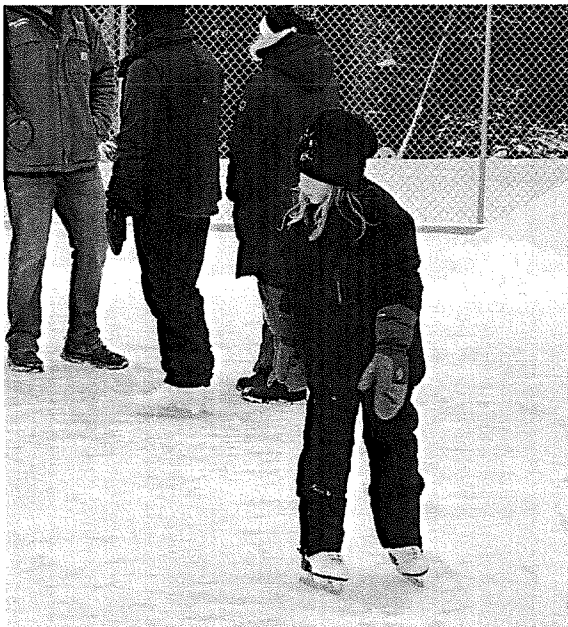
---

**DATE:** January 31, 2025  
**TO:** Rick Bronson, Town Manager  
**FROM:** Ronald Weatherbee, Cemetery, Parks and Recreation Director  
**RE:** January 2025

## ACTIVITIES:

This winter we have had four travel basketball teams participating in the Eastern Maine Basketball League. As always, it has been a great experience for all involved. There were 11 players on the 7/8 boys' team, eight players on the 7/8 girls' team, and eight players on the 5/6 girls' team. The teams all played a ten-game regular season schedule, with five home and five away games, and all teams qualified for the playoffs. All four teams were on the road as the lower seed in the standings, but three of the teams upset their higher seed opponent. We plan to participate in the league again next year.

Snowshoes and ice skates were a popular request at the recreation office at the end January. We have about 20 pairs of snowshoes and 18 pairs of ice skates that we lend out to the community at no cost, plus 24 new pairs of skates compliments of the Herb & Ellie Bailey Trust. The ice rink



located at Mattanawcook Academy this year has gotten a late start with the extremely warm mixture of weather we had throughout the month. Once the rink was ready, it saw a super number of kids, adults and families using it. With the lights at the ice rink, it has made evening skating very popular. Ice skating is a tremendous family-friendly activity for the winter months. Come on in, borrow some skates, and give it a try!

In-house basketball and cheering were well attended this season. The leagues have been a lot of fun for all of the participants, and great improvement was noticeable in all of the players and cheerleaders. We were extremely lucky with the high-quality volunteer coaches we had for all of our teams. The older groups all practiced during the week at Ella P. Burr and played a game or two

each Saturday and will continue until February vacation. This is a longer season than in the past as many parents thought the program needed to be extended for improvement and development. Our 3<sup>rd</sup> and 4<sup>th</sup> grade boys and girls are enjoying the travel team experience, as are our 5/6 girls and boys as well as our 7/8 boys and girls. We hope to have the same opportunity again next year. The cheerleaders were on the sidelines for some games but we had 41 cheerleaders so Kali

Severance split them up so that the 14 in grades 1-2 worked on more fundamental techniques, while the 27 in grades 3-6 had time alone for more advanced skills. Wrestling has been another of our winter programs with 45 participants. They practice twice a week and attend various weekend meets depending on each individuals' preferences, skill level and availability. They also have one Sunday that they have an intra-squad meet so that it is easier for families and traveling to meets. Last year was the first year we did an intra-squad meet and we received many positive comments from parents. Between the wrestling, basketball and cheering programs offered we had 327 participants from grades K-8!

The 2025 Lincoln Invitational, sponsored by Motorbrain Consulting, Why Not Stop, and Select Designs is only five weeks away. We are thankful for the generosity of all three, with each donating \$1000 or more to be our tournament sponsor. These donations allow us to provide a top-notch experience for the 16 teams that come to our community the weekend of March 8-9. Both the boy's and girl's tournaments are already nearing capacity. The tournament brings about 800 people to our community for the weekend. 32 or more games take place over the course of two days, and we utilize both Mattanawcook Academy and Mattanawcook Junior High. This year's tournament coordinator is Kellsey Grass. Over the weekend, we will be scheduling volunteers to fill 128 slots as clock keepers and book keepers, along with about 80 slots for people to take admissions, work at the concession booths, and run the T-shirt press. The volunteerism in our community has been tremendous in years past, and we are so pleased to see it continue again this year!

**BUDGET:**

At this point in time, the Department's budget is within its normal expenditures. Our two maintenance lines are both over at this point by a total of \$1,000, but over-all the budget is 49% expended.

---

# M O N T H L Y   R E P O R T

---

**DATE:** January 20<sup>th</sup>,2025  
**TO:** Rick Bronson, Town Manager  
**FROM:** Lauren A. Hakala- Library Director  
**RE:** Monthly Report for February 2025

## **Library Activities and Children's Programing:**

As we move on into 2025 our building is receiving all the *LOVE YOUR LIBRARY* we can muster. The Penobscot Grant funding that was continued for libraries within Penobscot County for January 2025 will be held and resume in FY26 to help us all maintain collaborative fiscal year spending. Being a day down with our Inter Library Loans has been challenging. We can look forward to FY 26 to build back to two days. We will pay a minimal fee for the Maine State Subsidized Day and are looking forward to Penobscot County Grant to renew our 2<sup>nd</sup> day of service. Hats off to Cathy for navigating and maintaining this service at half capacity and with a new delivery service to work with.

We are really enjoying our New Year Rhythm with the EC students; the program for the very young has remained strong and is sweet community of parents and our young patrons. A cardboard igloo, and a march of the penguins made their way to the Lincoln Memorial Library for a short stay; as I type red cardinals are being recreated using children's lovely hand prints.

We are looking forward to a **Retreat for Stuffed Animals**, and **Love Your Library** activities this month.

## **Programs for Adults:**

This month **Homestead Forum**; Tuesdays at 3pm is putting out the all-call for Patrons who tend backyard chickens and those interested in starting a flock of their own to come talk to us on Tuesday February 25th. "**The Yarn Society**" Weekly on Fridays from 3:15 to 4:45 continues; Patrons are sharing their WIPs (work in progress) and FOBs (finished object) during their visits. We are still interested in hosting **Book Clubs** here at the library; Stay Tuned we are still seeking feedback for timing and titles. **Casual Matinee Monday** has not gotten off the ground; The Events Director (Thanks Shawn) did renew our Movie License on the Events Tab, our goal is to figure out how to offer more movie events in the near future. We are looking forward to a *LOVE YOUR LIBRARY* High Tea suggested date: A traditional Hight Tea; Thursday February 20<sup>th</sup> at 3pm.

**Technology:** Ben Bussiere is settling for **Tech Thursdays: the 4<sup>th</sup> Thursday in the month 10-1** for anyone needing tech help. Nina's next class: TBA. We have one Advisor/Friend Diane Freelove (Thanks Diane) who is signing up alongside Cathy and I, to become a Digital Facilitators here at Lincoln Memorial Library, offering more classes.

**The Friends of Lincoln Memorial Library:** The Friends took a well-deserved break from their regular meeting schedule for the month of January.

**The Advisory Committee:** The Advisory Committee is busy at work helping us prioritize our Library building needs and help the Library Director prioritize that line-item spending. Each Year our Budget reflects the work that needs to be done on our old brick and mortar Library. This committee is very responsive and will be helpful in an advocacy role during FY 26. We take pride that our Library is the cornerstone of the community here in Lincoln. The Advisory Committee will also take a quick look at our Job Descriptions. We are grateful that we do not need them at the moment, all personnel are in place. We also will begin to look at a Review of State Statutes to ensure compliance @ LML.

**Personnel:** No News is Good News our Staff has remained consistent and regular, each taking up parts of the whole.

**Old Building:** Our Priority List: We are moving down the list, of course Safety items first (switches for access panel and door), and replacing items we have is top of the list before we line up our need for improvements. These are all on the Advisory List for FY25 and will show up in my February report for March 2025. Our front lawn sign is being made currently and the rod iron sign brackets above the front door are being taken down by our fire crew with the ladder truck.

**Training:** All in Place, doing what we do. Lorna is working on her Basic Level Certification, and cross trained with Cathy about Inter Library Loans. We will send Lorna and Cathy to the Annual Librarian Conference in May of 2025. They will represent Lincoln Memorial Library. Terri continues to catalogue magazines and cover books.

**Projects:** Our Green Up Days will include a priority list considering our garden's history and conditions here in Zone 4. Our Memorial Garden needs updating. Getting our maturing trees way from our foundation is one of those projects that is future minded and important. We are having our concrete steps sealed by Public Works and bookended in the Spring (TBA: Green Up Days are being planned for May).

**Statistics and Finances:** Finishing up Spending in FY 25 is in process. Getting ready for the summer months is fiscally involved at the library and is currently underway. We are also looking ahead to FY 26 with a few new line items, and our Annual Maine State Library Report is Due April 1<sup>st</sup> 2025, we will finalize and ready our statistics for March's Council Monthly Report.

**Book Sales:** Our last book sale was a great success. We have interest from at least two more volunteers that can help Book Sale set up and at least one of them for take down. These sales are well worth the returns for keeping our library stacks full and current. General weeding is necessary for creating flow and putting books in people's hands and homes, in that vein our receiving donations of books is also strong. We replace worn-out books with books that might be in home collections that are in better condition. Our books hold up well and over time you can imagine the need for a new copy is inevitable.

Respectfully Submitted, Lauren A Hakala- Library Director.

TOWN COUNCIL

YR: 25 MO: 2 ITEM # 9

AGENDA REQUEST

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

Council Meeting Date: February 10, 2025	Today's Date: January 23, 2025
---	--------------------------------

Department: Town Manager/Council Chair
--

Department #: 0100
--------------------

**Request:**

Special Recognition of former Town Councilor George Edwards.

Action Needed From Council: Council Chair to recognize former Councilor
---

Is This Item Budgeted:
------------------------

Was This A Bid Process:	Lowest Bid:
-------------------------	-------------

Is Public Hearing Required:
-----------------------------

If So What Dates:
-------------------



TOWN COUNCIL

YR: 25 MO: 2 ITEM # 10

AGENDA REQUEST

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

Council Meeting Date: February 10, 2025	Today's Date: January 23, 2025
---	--------------------------------

Department: Town Manager/Council Chair

Department #: 0100

**Request:**

**Discussion:** Emergency Medical Services (EMS)

Action Needed From Council: Hold a discussion

Is This Item Budgeted:

Was This A Bid Process:	Lowest Bid:
-------------------------	-------------

Is Public Hearing Required:

If So What Dates:

TOWN COUNCIL

YR: 25 MO: 2 ITEM # 11

AGENDA REQUEST

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

Council Meeting Date: February 10, 2025	Today's Date: January 23, 2025
---	--------------------------------

Department: Town Manager

Department #: 0100

**Request:**

**Appointment-FY2026 Budget Committee Members (0100)**

**Note:** All budget committee members will need to take the FOAA training per the amended FOAA training law (1 M.R.S. sub section 412) and fill out a completion sheet to be filed with the Town Clerk.

**SUGGESTED MOTION:** Move to confirm the following appointments on the FY2026 Budget Committee:

- John Trask: \_\_\_\_\_ and \_\_\_\_\_;
- Stephen Clay: \_\_\_\_\_ and \_\_\_\_\_;
- Marscella Ireland: \_\_\_\_\_ and \_\_\_\_\_;
- Jared McCarthy: \_\_\_\_\_ and \_\_\_\_\_;
- Daniel Summers: \_\_\_\_\_ and \_\_\_\_\_;
- Gordon Street: \_\_\_\_\_ and \_\_\_\_\_;
- Sheldon Hanington: \_\_\_\_\_ and \_\_\_\_\_.

Action Needed From Council: Confirm Budget Committee members

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

TOWN COUNCIL

YR: 25 MO: 2 ITEM # 12

AGENDA REQUEST

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

Council Meeting Date: February 10, 2025	Today's Date: January 23, 2025
---	--------------------------------

Department: Treasurer

Department #: 0104

**Request:**

**Approve Installment Agreements (0104)**

Authorize the Treasurer on behalf of the Town Council to dispose of real estate acquired by the Town for non-payment of taxes in the following manner. (Title 36 MRSA Section 943)

1. Letters will be mailed to the previous owner(s) of record for tax acquired property offering the opportunity to redeem their property for a cash payment of at least equal to back taxes owed. All interest, legal fees and lien charges for conveyance of said transaction to be completed within 30 days of the mailing of the letter and to include the issuance of a release deed.
2. At the discretion of the Town Council when case warrants, there shall be an opportunity for the Town Council to enter into a land purchase installment contract with a prior owner that meets the criteria as determined by the Town Council.
3. If A and B are not met the Treasurer is to initiate the bid process in accordance with MRSA Section 943-C. (Note: there will be a minimum bid amount equal to all taxes and fees.)

Action Needed From Council: Approve agreements

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

AGENDA REQUEST

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

Council Meeting Date: February 10, 2025	Today's Date: January 27, 2025
---	--------------------------------

Department: Public Works

Department #: 0406

**Request:**

**Re-affirm Dump Truck lease and financing (0406)**

Re-affirm entering into a lease agreement with \_\_\_\_\_ for the purpose of leasing a 2024 Freightliner model 4700 Tandem Axle Dump Truck. Initial lease payment to come from Reserve Funds accumulated over a three-year period, account number G2-0219-00, in the amount of \$ \_\_\_\_\_. Subsequent payments to come from the yearly operating budget.

Action Needed From Council: Reaffirm Dump Truck purchase and financing

Is This Item Budgeted: Yes

Was This A Bid Process: Yes

Lowest Bid: Yes

Is Public Hearing Required: No

If So What Dates: N/A

Manager Bronson stated that the Councilor could have that information at their next meeting.

VOTE: 7-0

**19. Authorize Lease Resolution (0406)**

Motion made by Stephen Clay and seconded by Marscella Ireland to resolve that the Town shall enter into a lease agreement with KS State Bank to lease a 2022 International Tandem Axle Dump/Plow Truck, for a down payment of \$42,586.46 and finance the remaining \$224,552.56 at 5.61% and 5 annual payments thereafter, and that the Town Manger and Town Treasurer shall be and hereby are authorized to take such actions, sign such documents and certificates and do such other things as they feel are necessary or convenient in order to carry out the purposes of this resolution.

Councilor Trask wanted to clarify that the wording “and do such other things as they feel are necessary or convenient” didn’t mean that extra things could be added to the lease.

Manager Bronson stated that nothing could be added to the lease, this just means that when the financing company keeps sending extra paperwork to be signed that it is not held up and can be done in a timely manner.

VOTE: 7-0

**20. Authorize Lease Resolution (0406)**

Motion made by Stephen Clay and seconded by John Trask to resolve that the Town shall enter into a lease agreement with KS State Bank to lease a 2023 Cascadia 126 Inch Day Cab Tractor, for a down payment of \$25,654.77 and finance the remaining \$130,845.23 at 5.61% and 5 annual payments thereafter, and that the Town Manger and Town Treasurer shall be and hereby are authorized to take such actions, sign such documents and certificates and do such other things as they feel are necessary or convenient in order to carry out the purposes of this resolution.

VOTE: 7-0

**21. Approve Thank-You Letter (0100)**

Motion made by John Trask and seconded by Jared McCarthy to approve sending the attached thank-you letter to outgoing Penobscot County Commissioner Laura Sanborn for her time spent on the County Commission.

Councilor Trask asked if this letter could be sent to the County Commissioner’s Office.

Manager Bronson stated that this is what he planned on doing with the letter.

TOWN COUNCIL  
AGENDA REQUEST

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

Council Meeting Date: December 12, 2022	Today's Date: December 2, 2022
---	--------------------------------

Department: Town Manager/Finance

Department #: 0100/0104

**Request:**  
Resolved, that the Town shall enter into a lease agreement with KS State Bank to lease a *2022 International Tandem Axle Dump/Plow Truck*, for a down payment of \$42,586.46 and finance the remaining \$224,552.56 at 5.61% and 5 annual payments thereafter, and that the Town Manager and Town Treasurer shall be and hereby are authorized to take such actions, sign such documents and certificates and do such other things as they feel are necessary or convenient in order to carry out the purposes of this Resolution.

Note: This is a budgeted item and we have recently leased other equipment using KS State bank and Freightliner of Maine. This replaces Truck #1

Note: Once the lease paperwork has been submitted, KS State bank does require the Council to approve the lease agreement before it becomes final, this should be an acknowledgement at the January Town Council Meeting.

Action Needed From Council: Authorize Lease

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

TOWN COUNCIL

YR: 25 MO: 2 ITEM # 14

AGENDA REQUEST

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

Council Meeting Date: 2-10-2025	Today's Date: 1-2-2025
Department: Economic Development	
Department #: 0103	

**Request:**

Executive Session for the purpose of discussing real estate acquisition.

Action Needed From Council: Executive Session

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

TOWN COUNCIL

YR: 25 MO: 2 ITEM # 15

AGENDA REQUEST

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

Council Meeting Date: February 10, 2025	Today's Date: January 31, 2025
---	--------------------------------

Department: Finance
---------------------

Department #: 0104
--------------------

<b>Request:</b>  Poverty Abatement Request, Executive Session
---

Action Needed from Council:
-----------------------------

Is This Item Budgeted:
------------------------

Was This A Bid Process:	Lowest Bid:
-------------------------	-------------

Is Public Hearing Required:
-----------------------------

If So What Dates:
-------------------



TOWN COUNCIL

YR: 25 MO: 2 ITEM # 16

AGENDA REQUEST

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

Council Meeting Date: February 10, 2025	Today's Date: January 23, 2025
---	--------------------------------

Department: Town Manager

Department #: 0100

**Request:**

**Executive Session (0100)**

Retire into Executive Session Pursuant to Title 1 MRSA Section 405 (6) (A) Personnel.

Action Needed From Council: Retire into Executive Session

Is This Item Budgeted:

Was This A Bid Process:	Lowest Bid:
-------------------------	-------------

Is Public Hearing Required:

If So What Dates:

**Month of January 2025**

Tax Year	FY Total Abatements	FY Total Supplemental Bills	Total Commitment	Monthly Revenue	Balance	Percent Collected	Percent Collected Last Year
FY21/OLDER				\$ -	\$ 17,571.00		
FY22			\$ 7,794,464.06	\$ -	\$ 17,005.89		
FY23	\$ 3,491.40	\$ 894.60	\$ 9,211,729.23	\$ 10,650.75	\$ 92,925.24		
FY24	\$ 4,081.76	\$ 23,087.42	\$ 10,704,302.46	\$ 18,590.31	\$ 252,967.41	97.64%	97.55
FY25	\$ 52,053.07	\$ 27,863.51	\$ 11,614,025.40	\$ 125,138.73	\$ 5,678,293.17	51.11%	51.79
FY26				\$ 456.12	\$ (1,185.95)		
<b>Total</b>	<b>\$ 59,626.23</b>	<b>\$ 51,845.53</b>					
<b>TOTAL MONTHLY REVENUE</b>				<b>\$ 154,835.91</b>			

**COMMENTS:**

Respectfully Submitted,  
Tracie L. York, Tax Collector

Excise Collection	Total	% Collected	Last Year	% Col Last Year
Motor Vehicle	\$ 94,799.21		\$ 86,796.63	
Boat	\$ 6.00		\$ 46.00	
Aircraft	\$ -		\$ -	
<b>Total this month</b>	<b>\$ 94,805.21</b>	<b>9.48%</b>	<b>\$ 86,842.63</b>	<b>8.82%</b>
<b>FY 2025 Excise Total</b>	<b>\$ 675,002.25</b>			