



AGENDA
COUNCIL MEETING
MARCH 19, 2019
LISBON TOWN OFFICE
6:30 P.M.

Town Council

Norm Albert, Chairman
Kasie Kolbe, Vice Chair
Christopher Brunelle
Fernand Larochelle, Jr.
Mark Lunt
Allen Ward
Vacant

1. CALL TO ORDER & PLEDGE TO FLAG
2. ROLL CALL

___ Councilor Albert ___ Councilor Brunelle ___ Vacant ___ Councilor Kolbe
___ Councilor Larochelle ___ Councilor Lunt ___ Councilor Ward
Town Clerk reading of meeting rules

3. WORKSHOP – Graziano Square Discussion

4. GOOD NEWS & RECOGNITION

5. PUBLIC HEARINGS

A. Medical Marijuana Establishment License – BBB Pharmaceutical Alternatives, LLC

6. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

7. CONSENT AGENDA

2019- 53 ORDER–A. Municipal Accounts Payable & Payroll Warrants -

#372019	\$ 13,281.50	#3142019	\$ 10,923.91
#3192019	\$ 229,723.14	#	\$

B. School Accounts Payable & Payroll Warrants -

#21	\$287.97	#1046	\$296,648.08
#1047	\$11,530.86	#	\$

C. Minutes of March 5, 2019

8. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

2019-54 ORDER – Tax Acquired Property Disposal

2019-55 ORDER – Fire Department Bid Award

2019-56 ORDER – Medical Marijuana Establishment License – BBB Pharmaceutical Alternatives, LLC

2019-57 ORDER – Not-For-Profit-Payment In Lieu of Taxes Agreement

2019-58 ORDER – Finance Department Assistant

2019-59 ORDER – Waste Diversion Grant Application

2019-60 ORDER – Single Stream Recycling Contract (Casella)

2019-61 ORDER – Municipal Budget Presentation

9. OTHER BUSINESS

A. Council Committee Reports:

- | | |
|---|-----------------------------------|
| 1. School (Councilor Albert) | 5. Recreation (Councilor Kolbe) |
| 2. Planning Board (Councilor Ward) | 6. County Budget (Councilor Ward) |
| 3. LDC (Councilor Larochelle) | 7. Library (Councilor Lunt) |
| 4. Conservation Commission (Councilor Ward) | 8. Water Department |

B. Town Manager's Report

C. Department Heads Written Reports

10. APPOINTMENTS

11. COUNCIL COMMUNICATIONS

12. AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS

13. EXECUTIVE SESSION

14. ADJOURNMENT

2019-62 ORDER – To Adjourn

SUMMARY OF LISBON COUNCIL MEETING RULES

This summary is provided for guidance only. The complete council working rules may be found on the town website www.lisbonme.org on the Town Officials, Town Council page.

The meeting agenda is available from the town website under Council Agendas and Minutes.

1. Please note the order that agenda items may be acted upon by the Council, however, if necessary, the Council may elect to change the order of the agenda.
2. The Council Chairman presides over the meeting. When the Chairman is not present, the Vice Chairman serves that function. The chair shall preserve decorum and decide all questions of order and procedure subject to appeal to the town council.
3. Public comment is not typically allowed during Council workshops. There may be occasions where public comment may be recruited, but normally, workshops are reserved for Council members to discuss and educate themselves on a variety of issues facing the Town. Prior to the conclusion of a workshop, if time permits, the chair may allow questions from the public.
4. During audience participation, anyone wishing to address council will wait to be recognized by the chair before beginning any remarks. Audience members will move to the lectern to address council, and shall provide name and address prior to addressing the council.
5. Note that "Consent Agenda" items (if there are any) are acted upon first, voted upon as a group, and will most often be voted on without discussion as these items often involve "housekeeping" issues (such as minor parking changes). On occasion "Consent Agenda" items are separated out as stand-alone action items by the Council to allow for more discussion.
6. Public comment on agenda items. General comments on agenda items should be made during audience participation. After introduction of an agenda item, appropriate motions, and time for explanation and council questions, the public may be allowed to comment on that agenda item at the discretion of the chair. During that period of time, the public comment shall address only the agenda item before council.
7. Action on agenda items. As each item on the agenda for any meeting is brought to the floor for discussion:
 - a. The town clerk reads the agenda item and the action being requested of council.
 - b. The sponsor of each item or, if there is no council sponsor, the town manager, or town staff, shall first be allowed to present their initial comments for consideration by the public and councilors.
 - c. Following this introduction of the issue, there will be time devoted to any questions of the sponsor or the town manager or staff regarding the agenda item which any councilor may have which would help to clarify the question presented by the agenda item. The chair may allow questions from the public during this time however; no debate or discussion of collateral issues shall be permitted.
 - d. When authorized by the chair, any additional public comment shall be no longer than two minutes per person and must be to request or furnish new or undisclosed information or viewpoints only.
 - e. Once an agenda item has been explained and clarified by any questioning, the discussion on the specific agenda item will remain with the council. Additional public comment, prior to final council vote; will only be allowed at the chairman's discretion.
8. New business is for the council to receive input on town matters not on the agenda for that meeting. It is not intended, nor shall it be construed as an opportunity for debate of previous agenda items or reinforcement of a point made by another speaker. Comments shall be to furnish new or undisclosed information or viewpoints and limited to a time period of two minutes or less and shall be directed through the chair.
9. If an "Executive Session" is conducted by the Council, State Statute prohibits public attendance for any discussion of the action to be addressed by the Council. Any action taken by the Council on any "Executive Session" matter must be acted upon in a public meeting, and may occur at the end of the "Executive Session" (which has no time element relative to the length of the discussion involved in the "session").



Town of Lisbon

Diane Barnes
Town Manager

Town Council
Norm Albert, Chairman
Kris Crawford, Vice
Chair
Christopher Brunelle
Kasie Kolbe
Fernand Larochelle, J
Mark Lunt
Allen Ward

MEMO

To: Town Council
From: Diane Barnes, Town Manager
Subject: Recommendations
Date: March 19, 2019

Agenda Item 2019-54 Tax Acquired Property Disposal

The Town of Lisbon foreclosed on the following property on January 18, 2019 for non-payment of Real Estate Taxes. The 30-day redemption period has now expired after the taxpayers were notified by mail that they have 30 days to redeem their property by paying all outstanding taxes and fees owed before the Town takes steps to dispose of the tax acquired property. The property below remain unpaid.

<u>Name</u>	<u>Address</u>	<u>Total Owed as of 3/19/2019</u>
James Davis & Jennifer Campbell	21 Serena Street	\$15,338.13

Recommendation

Authorize the Town Manager to advertise the Tax Acquired property for sale by sealed bid with the amount due as a minimum bid.

Agenda Item 2019-55 Fire Department Bid Award-Turnout Gear

The Fire Chief solicited bids for 5 sets of turnout gear. The following three bids were received and publicly opened on March 7, 2019 at 4:00pm:

Bergeron Protective Clothing (Globe)	\$11,380.85
Northeast Rescue Systems (Morning Pride)	\$12,140.00
Industrial Protection Services (Fire-Dex)	\$12,310.00

There are several things to take into account when purchasing turnout gear. Like clothing fit and function which is essential to the firefighter. Globe, which is the lowest bid, is a brand that we have used in years past, is a common brand used throughout the area, and is locally manufactured in New England. The Morning Pride brand is the brand we have been using for the past 12 years. . The Fire-Dex brand is not an uncommon brand, but is not familiar to us.

After reviewing the specifications, I have no reason to believe that the Globe brand will meet our needs and recommend awarding the bid to Bergeron Protective Clothing in the amount of \$11,380.85. This gear is funded through the current operating budget.

Recommendation

To award the bid to Bergeron Protective Clothing in the amount of \$11,380.85.

**Agenda Item 2019-57
Not-For-Profit-Payment in Lieu of Taxes**

The Brunswick Housing Authority through their non-profit entity, Greater Brunswick Housing Corporation (GBHC), is a partner in the Limited partnership that owns and operates the Old Lisbon School at 4 Campus Avenue in Lisbon Falls. Recently the property ownership changed from the Limited Partnership to the non-profit entity (GBHC). GBHC qualifies for tax exempt status and has filled out the necessary paperwork with the Tax Assessor.

As part of this change, GBHC has agreed to pay the Town of Lisbon a payment in lieu of taxes. This is voluntary on their part and they have agreed to pay Lisbon an annual payment in lieu of any service charge under 36 M.R.S.A. Section 652(1)(L) in an amount equal to 50% of the real estate taxes that would have been assessed by the Municipality against the property if it were not exempt from taxation. Current year taxes are \$20,145.24. Under this agreement, they would have paid us \$10,072.62.

Title 36 M.R.S.A. Section 652(1)(L):

An organization or institution that desires exemption under this section must file a written application accompanied by written proof of entitlement for each parcel on or before the first day of April in the year in which the exemption is first requested with the assessors of the municipality in which the property would otherwise be taxable. If granted, the exemption continues in effect until the assessors determine that the organization or institution is no longer qualified. Proof of entitlement must indicate the specific basis upon which exemption is claimed.

Recommendation

Authorize the Town Manager to enter into an agreement with GBHC for payment by a not-for-profit corporation in lieu of taxes on exempt property (Real Estate).

**Agenda Item 2019-58
Finance Department Assistant**

The Finance Director is requesting the Council change the temporary Finance Department position into a full time town employee position as an Accounting Assistant. During the 2-months we have had this position we have been able to make substantial headway on the MUNIS conversion. Additionally, this position has been instrumental in the verification and review of the accounting records and other day-to-day operations. Currently the workload in the Finance Department requires that a majority of Mrs. Colston time is spent "in the weeds." She does not have the time to spend on review and oversight that as the Finance Director, she should be doing more regularly. Katie has proven to have excellent attention to detail with good time management skills and would be an asset to the Town of Lisbon's finance team. Mrs. Colston has included this position in next year's budget as well, which she will present to the Council in the upcoming weeks.

Currently, we are paying for the temporary position out of the reserve set aside for MUNIS. Mrs. Colston recommends that if council approves the creation of the full time Accounting Assistant position for the Finance Department that the expense continue to come out of the reserve account for the remainder of the 2019 fiscal year.

Recommendation

Approve the creation of a full time Accounting Assistant position in the Finance Department and that the expense continue to come out of the reserve account for the remainder of the 2019 fiscal year.

**Agenda Item 2019-59
Waste Diversion Grant Application**

The Department of Environmental Protection is seeking proposals to assist in the development, implementation or improvement of programs, projects, initiatives or activities designed to increase the diversion of solid waste from disposal.

The state department anticipates making up to ten awards potentially ranging from \$1,000 - \$40,000.

The grant has come at a perfect time as the Conservation Committee has addressed Council to look into a town-wide composting program. If Lisbon were successful in its application, funds would be used to purchase the necessary equipment needed, such as a compostable kiosk with bins, removable pad with closed in storage unit and signage. There is a 25% match required for this grant.

Recommendation

Authorize the ED Director and Parks & Recreation Director to submit a Waste Diversion Grant through DEP to start Lisbon's composting program.

**Agenda Item 2019-60
Single Stream Recycling Contract (Casella)**

Due to the down turn in the commodity market, Casella has contacted Lisbon regarding changes to the Single Stream Recycling Contract. In the past, Lisbon has been paying a \$30.00 per ton disposal rate and a \$150.00 per haul rate. Under the new contract, Casella will be charging us an Average Commodity Revenue (ACR) starting January 1, 2019 and will hold the hauling rate at \$150.00 per haul through 2019.

Casella would like a multi-year contract but I would like to do a one year contract starting July 1, 2019 to coincide with our fiscal year. This will also give us an opportunity to research other vendors such as EcoMaine to see if we would benefit by doing business with a not-for-profit entity.

Recommendation

Authorize the Town Manager to enter into an agreement with Casella for Single Stream Recycling for a one year period beginning July 1, 2019.



TOWN OF LISBON

300 Lisbon Street, Lisbon, ME 04250

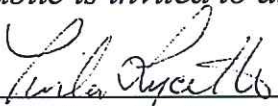
Twila D. Lycette, Town Clerk

PUBLIC HEARING

Notice is hereby given that the Lisbon Town Council intends to hold a public hearing on Tuesday, March 19, 2019 at 7:00 PM in the Town Office Public Meeting Room to hear comments on a new Medical Marijuana Establishment License for the following:

*Chris Brunelle d/b/a BBB Pharmaceutical Alternatives, LLC
385 Lisbon Street
Lisbon, ME*

The public is invited to attend.


Twila Lycette, Town Clerk



TOWN COUNCIL MEETING MINUTES MARCH 5, 2019

Christopher Brunelle, At Large 2019
Mark Lunt, District 1 2019
Kris Crawford, District 2, 2019
Fern Larochelle, At Large 2020
Normand Albert, At Large 2021
Kasie Kolbe, District 1 2021
Allen Ward, District 2 2021

CALL TO ORDER. The Chairman, Normand Albert, called the meeting to order and led the pledge of allegiance to the flag at 7:00 PM.

ROLL CALL. Members present were Councilors Ward, Kolbe, Brunelle, Lunt and Larochelle. Councilors Crawford and Albert were absent. Also present were Diane Barnes, Town Manager; and approximately 20 citizens in the audience.

VOTE (2019-41A) Councilor Ward, seconded by Councilor Larochelle moved to excuse absences for Councilors Crawford and Albert. **Order passed – Vote 5-0.**

VOTE (2019- 41B) Councilor Ward, seconded by Councilor Larochelle moved to appoint Councilor Kolbe Chairman Pro Tem. **Order passed – Vote 5-0.**

GOOD NEWS & RECOGNITION

LISBON HIGH SCHOOL CHEERING TEAM PROCLAMATION

VOTE (2019-41C) Councilor Larochelle, seconded by Councilor Kolbe moved to adopt the following Lisbon High School Cheering Team Proclamation:

WHEREAS, The Lisbon High School Cheering Team have made the Community proud as they finished first with a score of 62.6 while competing for the Mountain Valley Conference Championship, and

WHEREAS, The Lisbon High School Cheering Team went to the Class C Southern Regional Championship where they finished first with a score of 70.2 prevailing over their rivals Sacopee and Monmouth, and

WHEREAS, The Lisbon High School Cheering Team continued to prevail over their northern and southern rivals scoring a 72.6 at the State Championship; and

WHEREAS, The Lisbon High School Cheering Team claimed its third state title with their performance at the State Championship, and

WHEREAS, The Lisbon High School Cheering Team also took home the Class C Southern Sportsmanship Award, and

NOW, THEREFORE, we, the Town Council of the Town of Lisbon wish to congratulate and thank the Lisbon High School Cheering Team for their fine representation of the Town of Lisbon while winning the Class C State Championship Title on February 9, 2019.

Order passed – Vote 5-0.

PUBLIC HEARINGS

A. SPECIAL ENTERTAINMENT PERMIT FOR THE FLUX RESTAURANT

The Chairman opened the public hearing. There were no comments. The Chairman closed the public hearing.

B. SPECIAL ENTERTAINMENT PERMIT FOR THE RAILROAD RESTAURANT & PUB

The Chairman opened the public hearing. There were no comments. The Chairman closed the public hearing.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2019-42) Councilor Larochelle, seconded by Councilor Lunt moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

# 2212019	\$ 4,439.40	# 2222019	\$ 100.00
#52	\$183,008.54	#53	\$ 17,706.81
#2282019	\$ 14,717.00	#352019	\$354,226.38

B. School Accounts Payable & Payroll Warrants -

#20	\$ 803.06	#1044	\$ 336,236.16
#1045	\$ 13,334.18	#1911	\$ 189,493.06
#	\$	#	\$

C. Minutes of February 19, 2019

D. Special Entertainment Permit and Liquor License for the Flux Restaurant

E. Special Entertainment Permit and Liquor License for the Railroad Restaurant & Pub

F. Set a Public Hearing on March 19 for the Medical Marijuana Est. License for BBB Pharmaceutical Alternatives, LLC and two

G. CMP Pole Permits – Pole 49 for the Bowdoinham Road & the Pole at Ridge Road & Wing Street

Order passed - Vote 5-0.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

FEE SCHEDULE AMENDMENTS

INTRODUCTION: Mr. Stevens introduced Dan Leeman and asked that he address the vendor changes. Mr. Leeman said the committee had a great meeting yesterday. He said the fee changes requested for the Moxie Festival were being proposed to encourage Lisbon non-profits (including school volunteer groups) and civic organizations (boy scouts and/or girl scouts) to participate by making it more affordable for them. There were only three school groups last year. Friday vendors were changed to be consistent with Saturday vendors. Mr. Leeman said they also like the idea of a two-day discount to see if they could get more vendors there Friday because it is two different locations and that can discourage some because extra set up is involved. Maybe this will get more vendors there on both days.

Mr. Stevens said the proposed change is to reduce the part-time fee for residents. We offer it but do not advertise it; it is really for those who spend a lot of time on vacation or use up to only 15 days of the summer day camp. The Recreation Committee heard comments about this being too high last year, especially after we added the trip fees to the day camp fees last year.

Mr. Stevens explained that the \$100 trip fees were not in the fee schedule last year, although they have to collect them. He proposed combining the \$100 trip fees in with the summer day camp fees, which is why it looks like the fees went up \$100, but they did not; they are being reflected correctly now.

COUNCILOR COMMENTS: Councilor Larochelle said this is a great idea, trying to get our local non-profits involved. He said the festival benefits the community, hopefully the non-profits and the school. He said there must have been discussions about revenues so hopefully this equates out financially or balances so it will not be a burden. At the end of the day, that is what the festival is for, to help benefit the community.

VOTE (2019-43) Councilor Kolbe, seconded by Councilor Ward moved to adopt the Moxie Festival and Recreational fee schedule amendments as recommended:

Section this Code	Description	Fee/Rate
	BUSINESSES	
	...	
	Moxie Festival Saturday Craft/Trade Vendor Fees:	
	<u>Before May 17th</u>	
	<u>Lisbon Non-Profit/School Groups Friday & Saturday</u>	<u>Free</u>
	<u>Lisbon Businesses - Craft Vendors Friday & Saturday</u>	<u>\$75.00</u>
	<u>Lisbon Businesses - Food Vendors Friday & Saturday</u>	<u>\$100.00</u>
	<u>Out of town Businesses - Craft Vendors Friday</u>	<u>\$100.00</u>
	<u>Saturday</u>	<u>\$125.00</u>
	<u>Out of town Businesses - Food Vendors Friday</u>	<u>\$125.00</u>
	<u>Saturday</u>	<u>\$175.00</u>
	<u>After May 17th</u>	
	<u>Lisbon Non-Profit/School Groups Friday & Saturday</u>	<u>Free</u>
	<u>Lisbon Businesses – Craft Vendors Friday</u>	<u>\$100.00</u>
	<u>Saturday</u>	<u>\$125.00</u>
	<u>Lisbon Businesses – Food Vendors Friday</u>	<u>\$125.00</u>
	<u>Saturday</u>	<u>\$150.00</u>
	<u>Out of town Businesses – Craft Vendors Friday</u>	<u>\$125.00</u>
	<u>Saturday</u>	<u>\$175.00</u>
	<u>Out of town Businesses – Food Vendors Friday</u>	<u>\$150.00</u>
	<u>Saturday</u>	<u>\$225.00</u>
	<u>2 Day Participation Discount</u>	<u>-\$25.00</u>
	<u>Lisbon Business or Lisbon Non-profit</u>	<u>\$75.00</u>
	<u>After May 18</u>	<u>\$125.00</u>
	<u>Out of Town or Out of Town Non-Profit</u>	<u>\$125.00</u>
	<u>After May 18</u>	<u>\$175.00</u>
	Moxie Festival Saturday Food Vendor Fees:	
	<u>Lisbon Businesses</u>	<u>\$100.00</u>
	<u>After May 18</u>	<u>\$150.00</u>
	<u>Out of Town Businesses</u>	<u>\$175.00</u>
	<u>After May 18</u>	<u>\$225.00</u>
	Electrical Fee Per Space for Saturday Only	\$25.00
	Friday Night All Vendors—No power available	\$100.00

	Clean Up Fee (if area not left clean)	\$25.00
	Art Vendor Non-Refundable Application Fee After April 14	\$35.00 \$50.00
	...	
PARKS AND RECREATION		
	Summer day camps—7 week session	
	a. Resident	350.00 450.00
	b. Non-resident	375.00 525.00
	c. 1/2 time summer day camps	225.00 275.00
	d. Non-resident	250.00 350.00
	e. Sibling discount	-25.00
	...	

Order passed - Vote 5-0.

EMERGENCY GENERATOR PROJECT BID AWARD

INTRODUCTION: Currently there is no public emergency shelter in Lisbon. After the completion of a new gym at the high school, the Town felt this was a feasible location for an emergency shelter. The need for a shelter was in mind during design and construction, including electrical and space requirements. Space was provided in the electrical room for a transfer switch. In 2016, the Town began applying for grant funds through the Department of Homeland Security to help pay for the generator and transfer switch. The Town was successful in receiving grant funds from HSGP over the past three years totaling \$33,625.89 (confirmed amount); Mrs. Barnes explained that earlier she miscalculated that amount reporting \$3,000 more in HSGP funds than available. She said the Council also previously designated \$20,000 from unassigned fund balance to go towards the generator pad and infrastructure. She mentioned the town also has \$10,000 in a Grants Match reserve fund that has not been assigned.

Lisbon received the following two bids:

Electrical Systems of Maine	\$ 68,500.00
Regional Electric, LLC	\$127,000.00

Mrs. Barnes reported Regional Electric, LLC did not quote the same size generator as outlined in the amended Request for Proposals. FEMA required the proposal specify the exact size generator. She said Regional indicated they did not feel it would be large enough; however, there was no indication that they visited the site. She said since Public Works could install the generator pad, do the necessary digging, trenching, and back filling required, the town is able to reduce the bid by \$5,000. She mentioned they compared fuels and decided it made more sense to go with natural gas since that goes into the building.

Mrs. Barnes recommended the Council award the bid to Electrical Systems of Maine in the amount of \$63,500.00 and designate \$9,874.11 from the Grants Match reserve to complete this project.

COUNCILOR COMMENTS: Councilor Ward said he was good with it. Councilor Larochelle said natural gas was a win win situation for us.

VOTE (2019-44) Councilor Brunelle, seconded by Councilor Lunt moved to award the bid to Electrical Systems of Maine in the amount of \$63,500 and to designate \$9,874.11 from the Grants Match reserve along with an additional \$20,000 as previously approved from the Unassigned Fund Balance to complete this project, accompanied by the HSGP Grant Funds of \$33,625.89. **Order passed - Vote 5-0.**

FINANCE DEPARTMENT ASSISTANT

Item moved to a future agenda

ROAD NAME REQUEST – MOXIE LANE

(Off Main Street between 117 & 121)

INTRODUCTION: There is a new subdivision off Main Street, located between the address range of 117 and 221 Main Street. Two lots will be using a common drive, which requires a named road. The owner of the subdivision, John Crafts, has requested the name Moxie Lane. This road name meets E-911 standards and is compliant with the Town's road naming ordinance Sec. 46-93.

VOTE (2019-46) Councilor Larochelle, seconded by Councilor Lunt moved to adopt the road name Moxie Lane for the common drive off Main Street between #117 Main Street and #221 Main Street. **Order passed – Vote 5-0.**

SET CHARTER AMENDMENT PUBLIC HEARING FOR APRIL 2, 2019
AND ADOPT ORDER FOR SPECIAL MUNICIPAL ELECTION

INTRODUCTION: The Notice of Public Hearing for the Charter Amendment and Order for Special Municipal Election has been prepared by Attorney Stockford as requested by Council. A motion is required to set the public hearing for April 2, 2019 and to adopt the Order calling for the Special Municipal Election on June 11, 2019.

COUNCILOR COMMENTS: Councilor Larochelle said this removes the requirement that Councilors be elected from Districts so all the Councilors would be elected at large. Councilor Ward said he has only heard one complaint from one individual that said he believed the town needed representation from both ends of town. He said that's unfortunate that someone would think that way since Lisbon has done a considerable amount of consolidation.

VOTE (2019-47) Councilor Larochelle, seconded by Councilor Ward moved to set the Charter Amendment Public Hearing for April 2, 2019 and to adopt the Order for Special Election as presented. **Order passed - Vote 5-0.**

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. Planning: Councilor Ward reported the Planning Board set a public hearing for BBB Pharmaceutical Alternatives, LLC's application for a Medical Marijuana Establishment. They had one applicant withdraw his application. They are holding a Comprehensive Plan public hearing on ~~May~~ March 28. He encouraged residents to get comments to the Town Manager or a Planning Board Member.
2. LDC: Councilor Larochelle said LDC would be having a meeting sometime next week. They are planning to talk about upcoming projects. He encouraged those interested to attend.
3. Conservation Commission: Councilor Ward said there are no minutes. He reported Chairman Main has had a heart transplant, is out of surgery, and getting around.
4. Recreation: Mr. Stevens said the Recreation Committee met yesterday. They discussed their 2019-2020 goals, reviewed the Parks & Recreation report for the annual town report, and the proposed budget.
5. County Budget: Councilor Ward said there was nothing new to report.
6. Library: Councilor Lunt said there was nothing new to report.

B. TOWN MANAGER'S REPORT

Mrs. Barnes said two grant opportunities presented themselves this week: 1) for composting and the other 2) for culverts. The composting grant requires a 25% match. The culvert grant would help us fix Bartholomew Street. Public Works will work together with us to apply for that one.

C. MOXIE FESTIVAL UPDATE

Julie-Ann Baumer, Moxie Festival Curator, reported the dedication and successful collaboration that's being done by the Parks & Recreation staff. She said a lot of good work has been accomplished so far and that she expects this will continue well beyond the July 14, 2019 festival as well.

Ms. Baumer said multiple statewide news publications have picked up our press releases mostly because of the "Moxie Goes Artsy" theme. She said their Facebook audience has also increased thanks to Heather Cronin. They will be working together as a team sharing website administration responsibilities.

Ms. Baumer reported the Recipe Contest, a committee of ten now, are working putting this event together and are planning to produce a cookbook. She said Councilor Ward and Carlton Barnes are up to date with getting the paperwork out to parade participants and groups are beginning to enroll.

Ms. Baumer said they have received a lot of good publicity from the selected art. The art winner, Brent Bachelder, would like to assist them with this year's Art Walk and Chalk Art event. She indicated he is willing to contribute a mural-size version of his winning art, which could become a separate "community paint" event. Marcea Crawford and Kirsten Eubank chair the art event.

Ms. Baumer indicated that sponsorship letters already went out, current sponsorships received total to date \$7,525. The next phase of fundraising involves personal contact with potential donors. She said their goal is to increase the number of local donations to highlight more community involvement.

Ms. Baumer said this year's new events include:

- Little Miss Moxie Pageant, to be held before the festival (June 1); winners will participate in promoting events and will join the parade.
- Sunday Night Movie Night, sponsored in part by Five County Federal Credit Union, will complete their Sunday events.
- Chalk Art Contest

Ms. Baumer said vendor applications were ready for distribution. Aline Strout and Dan Leeman will be heading up this effort to increase vendor participation across all segments, both non-profit and commercial.

Mrs. Barnes said the town received final approval to use the Moxie logo yesterday. This will have to be done annually.

APPOINTMENTS

RECREATION COMMITTEE – ALTERNATE MEMBER

Christopher Cloutier

VOTE (2019-48) Councilor Larochelle, seconded by Councilor Ward moved to appoint Christopher Cloutier to the Recreation Committee as an Alternate Member. **Order passed - Vote 5-0.**

COUNCILOR COMMUNICATIONS

Councilor Ward announced that the Police Department RX Drop program is ongoing so anyone can still bring outdated medications for disposal to the Police Department. He encouraged the public to help get this off the streets.

Councilor Lunt thanked the crew at Public Works for keeping our roads safe during the previous storm. They work tirelessly all hours of the day and night when these storms arrive. He said it is a lot of work and that we appreciate the great job.

AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS

Councilor Brunelle stepped down from his seat as Councilor and went to the lectern to address the Council. He said he lives at 328 Lisbon Street, that he owns BBB Pharmaceutical Alternatives, LLC, and that he submitted an application for his business to the Planning Board. He explained the Planning Board accepted his application last Thursday and told him they cannot give him permission to use the easement on Barn Way. He said they told him he needed a notarized letter from Woodside Apartments to access Barn Way as an exit. He said his initial to scale drawing was to enter from Route 196, parking at a 45 degree angle to the right, pulling back out, and exiting onto Barn Way to Route 196. He said Barn Way (which has two access points) has been there since 1987 or 1988, that he went back to previous owners (including Ed Bush who received an easement in 1987) and those alive and previously owned 387 Lisbon Street (including the Ambulance Service) indicated they used Barn Way and no one had ever needed written permission to use Barn Way, except for him now. He said he would like to know why.

Don Fellows, Planning Board member said he happened to have a copy of that deed with the easement with him. He explained the Planning Board was happy with the site visit and happy with the plan as presented and anticipated approving that site and plan until they reviewed the deed and discovered that the Planning Board did not have anything giving him the right of way to that easement or to that piece of property.

Mr. Fellows said Mr. Brunelle told them the owner next door had said there was no problem. The Planning Board has no reason to believe that that is not the case. However, the objection comes from the way the easement reads (and the Planning Board on its own came up with an alternate plan that is two way access onto the property that allowed them in their view to approve it Thursday night contingent upon using their plan or obtaining legal access to that right of way) that says:

On October 30, 1989, Ed Bush granted legally an easement (Book 2481 Page 310) to Woodside Housing Associates and the easement with Warranty Covenants, over and under the real property situated in the Town of Lisbon, basically, situated on this property that he owns. Then it says that:

This Easement shall be for all purposes of a way including, but not by way of limitation, all rights of ingress and egress and rights to install, maintain, operate and repair any and all utilities or utility lines, including, without limitation, sewer, water, electric, telephone, cable, and television or other similar utilities and their necessary fixtures and supports, including any and all lighting fixtures ...over and above the property.

Mr. Fellows pointed out that it continues to say that:

By acceptance of this Easement, the Grantee, for itself (Woodside Housing) and its successors and assigns, covenants and agrees:

- 1) To construct on the property described on the attached Exhibit A, a roadway, including all appurtenant utilities and drainage systems in accordance with the specification of the Town of Lisbon. Said right of way will be constructed in accordance with all local, State and federal regulations for a private right of way; and that Grantee, its management agent(s) and assigns shall be responsible for all maintenance of the drive and Easement area.*

Mr. Fellows said additionally, ...

- 2) Grantee agrees that upon completion of construction of the Right of Way, Grantor, his heirs and assigns may have all rights of ingress and egress to the Premises described in Exhibit A, over said*

way, so long as such use does not obstruct or threaten pedestrian or vehicular traffic to and from the proposed Woodside Apartments.

Mr. Fellows said they have the right to tie into the water, sewer, and the normal conditions for the property. He said the Planning Board decided that Woodside owned this Easement and Woodside is responsible for maintaining it. This deed also gives the heirs and assigns of Ed Bush only the right to use this Easement if it did not interfere with Woodside. He said, so therefore the Planning Board felt that if Chris Brunelle was to use that Easement he needed permission from Woodside because they owned the Easement and/or possibly even the property owner, but advised him that a title attorney was probably his best recourse. He said, in the meantime, the Planning Board approved it that way. He said, although he was not recommending, Mr. Brunelle's relief of source if needed would be the Appeals Board.

Councilor Larochelle said regardless of how the permit was granted, it did go through the Planning Board the other night and the Planning Board cannot say yay or nay on the use of that right-of-way, but it's just the idea of the legalities of it. Mr. Fellows said his one-way drive way assumed the use of that right-of-way and the Planning Board can not grant use of that right-of-way.

Councilor Larochelle said the Planning Board cannot allow someone permission to go over someone else's property or use in this case that Easement, which is no different than if you wanted to put a driveway to the other guys property on the other side, but with the idea of being approved as it was with the two-way exit/entrance off Route 196, it could be issued. The Planning Board does not police the other exit regarding whether it is used or not, nor would anyone police whose going over your lawn or whatnot. The Planning Board approved the plan legally with the two-way entrance/exit directly onto Route 196.

Mr. Fellows said the only stipulation is that the parking lot has to be designed according to the two-way. He said it could not be designed according to the one-way; not without the legal stuff.

EXECUTIVE SESSION

ADJOURNMENT

VOTE (2019-49) Councilor Lunt, seconded by Councilor Larochelle moved to adjourn at 7:47 PM. **Order passed - Vote 5-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: March 19, 2019



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



To: Diane Barnes, Town Manager

Ref: Request for Council Agenda

Date: March 12, 2019

I am requesting to be put onto the Council Agenda for the March 19th meeting. This is to award the bid for 5 sets of turnout gear.

The RFP was sent out and posted on the Town web site. We received three bids. The bids were publicly opened, on March 7th at 4pm, in the Town Manger's office with Town Manager Barnes and myself present. The bids were from Bergeron Protective Clothing (Globe), Northeast Rescue Systems (Morning Pride), and Industrial Protection Services (Fire-Dex).

Bergeron Protective Clothing (Globe):	\$11,380.85
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Northeast Rescue Systems (Morning Pride):	\$12,140.00
---	-------------

Industrial Protection Services (Fire-Dex):	\$12,310.00
--	-------------

There are several things to take into account when purchasing turnout gear. Like clothing fit and function which is essential to the firefighter. Globe, which is the lowest bid, is a brand that we have used in years past, is a common brand used throughout the area, and is locally manufactured in New England. The Morning Pride brand is the brand we have been using for the past 12 years. . The Fire-Dex brand is not an uncommon brand, but is not familiar to us.

After reviewing the specifications, I have no reason to believe that the Globe brand will not meet our needs and recommend awarding the bid to Bergeron Protective Clothing in the amount of \$11,380.85. This gear is funded through the current operating budget.

Nathan LeClair

A handwritten signature of Nathan LeClair in black ink.

Fire Chief



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



Fire Department Turn Out Gear
Bid Opening
Thursday, March, 7, 2019
4:00pm

Present:

Diane Barnes, Town Manager
Nathan LeClair, Fire Chief

The following bids were received and publicly opened at 4:00pm:

Bergeron Protective Clothing	\$11,380.85
1024 Suncook Valley Hwy, Unit 5-D	
Epsom, NH 03218	

Northeast Rescue Systems	\$12,140.00
280 Milton St	
Dedham, MA 02026	

Industrial Protection Services	\$12,310.00
125 John Roberts Road	
South Portland, ME 04106	



Turnout Gear Bid 2019

1024 Suncook Valley Hwy, Unit 5-D, Epsom, NH 03218
Office 603.736.8500 Fax 603.736.9115



3/4/19

Chief Nathan LeClair
Fire Chief
Lisbon Fire Department
300 Lisbon Street
Lisbon, ME 04250

Chief LeClair,

Enclosed you will find pricing (per set) to be considered for a 5 set purchase. We have offered the Globe G-Xcel coat and pant, and an additional coat option called the Metro coat. Our gear meets all of your specifications without exception.

The G-Xcel and Metro coat are very similar, really the only major difference being the shape of the tails on the back of the coats. If you need samples to help you decide, and to compare the fit, please let us know.

As you review the submittals please call with any questions you may have. Your business is important to us.

Thank you,
Dale Doughty
ME State Sales Representative



1024 Suncook Valley Hwy., Unit 5-D
Epsom NH, 03234
TEL: 603.736.8500
www.BergeronProtectiveClothing.com

QUOTATION

No. : 204834

Doc. Date : 01/31/2019
Payment Terms : NET30
Valid Until: 12/31/2019
Customer PO:
Salesperson : Dale Doughty
Page : Page 1 of 2

Bill To

Lisbon Fire Department
Chief Nate LeClair
300 Lisbon St
Lisbon ME 04250

Ship To :

Chief Nate LeClair
300 Lisbon St
Lisbon ME 04250

Globe G-Xcel Spec 2019

Quantity	Style	Description	Your Cost
1	D17	Globe G-XCEL Jacket, Pioneer Color: Khaki (Tan)	522.60
1	62	G-Xcel Jacket Thermal Liner, Glide Ice 2 Layer	273.00
1	J	G-XCEL Jacket Moisture Barrier, Stedair Gold	223.80
1	179703G	Scotchlite Triple Trim, NYC 3" Color: LY	105.72
1	1BA1TP	Inset Torso Pocket	92.59
1	THMBLOOP	Nomex Wrister with Black Thumb Loop	9.91
6	19721	Letter, 3" Scotchlite Color: LY Location: Row A LISBON	16.62
1	190306G	Closure, 6C Zipper In / Hook and Dee Ring Out	3.64
1	19BA506	Reinforcement, Cuffs, Self Material Color: Black	2.81
1	19BA413C	Pocket, #13P-C Radio 2"x 3.5"x 8" Location: Left Chest	33.87
1	19BA564	Self Mic Strap Location: Above Radio Pocket	1.95
1	19BA564	Self Mic Strap SF Horizontal - Level with Sunlance self mic	1.95
1	19BA546	Sunlance Flashlight Holder Location: Right Chest	11.72
1	N1BA132	Letter Patch, Hanging 5" x 20"	25.72

Financing options available on some turnout gear purchases. Prices quoted do not include shipping and handling. Shipping is FOB factory. This quote is based on current prices which are subject to change by the Manufacturer without notice. TERMS are NET 30 DAYS.

From: BERGERON PROTECTIVE CLOTHING LLC
To: Lisbon Fire Department

Document No. : 204834
Doc. Date : 01/31/2019

Quantity	Style	Description	Your Cost
1	19721	Option: Add \$25.72. Last names can be sewn directly on the tail of the coat, or on this hanging letter patch. Recommend seeing a sample prior to deciding. Letter, 3" Scotchlite Add \$2.77/letter for last names (2" or 3" letters will be used based on fit, and length of name)	
Subtotal			\$1,325.90
1	E17	Globe, G-XCEL Pant, Pioneer Color: Khaki (Tan)	381.60
1	62	G-XCEL Pant Thermal Liner, Glide Ice 2 Layer	232.80
1	J	G-XCEL Pant Moisture Barrier, Stedair Gold	201.00
1	27003	Scotchlite Trim, 3" Around Cuff Color: LY	21.98
1	N200NBB4	Add Black Nomex Webbing Belt in Bag	19.17
1	N2BA276-BN	Wide Belt Loops Keep Hook-N-Dee as positive closure	8.31
1	290114G	Closure, Zipper/Velcro Fly	6.32
1	CHSSL	Globe Firesuits Carabiner Hold Down Strap - Std Location	13.20
1	N2FL102	Silicone Padded Knees	32.50
1	29DH103	Black Dragon Hide Knees	26.84
1	29BA109	Self Pant Cuffs Color: Black	6.55
1	N227301	Escape Belt	
1	AK3	Option at Sizing: Add \$146.97 for Kevlar Escape Belt Reverse Boot Cut	
Subtotal			\$950.27

Subtotal	2,276.17
Total	2,276.17
	<i>per set</i>

Financing options available on some turnout gear purchases. Prices quoted do not include shipping and handling. Shipping is FOB factory. This quote is based on current prices which are subject to change by the Manufacturer without notice. TERMS are NET 30 DAYS.



a limited liability company

1024 Suncook Valley Hwy., Unit 5-D
Epsom NH, 03234
TEL: 603.736.8500
www.BergeronProtectiveClothing.com

QUOTATION

No. : 204835

Doc. Date : 01/31/2019
Payment Terms : NET30
Valid Until: 12/31/2019
Customer PO:
Salesperson : Dale Doughty
Page : Page 1 of 2

Bill To

Lisbon Fire Department
Chief Galipeau
300 Lisbon St
Lisbon ME 04250

Ship To :

Chief Galipeau
300 Lisbon St
Lisbon ME 04250

Globe Metro Coat Option 2019

Quantity	Style	Description	Your Cost
1	KM17	Globe Classix Metro Jacket, Pioneer Color: Khaki (Tan)	536.40
1	62	Classix Metro Jacket Thermal Liner, Glide Ice 2 Layer	269.40
1	J	Classix Metro Jacket Moisture Barrier, Stedair Gold	204.60
1	179703G	Scotchlite Triple Trim, NYC 3" Color: LY	105.72
1	1BA1TP	Inset Torso Pocket	92.59
1	THMBLOOP	Nomex Wrister with Black Thumb Loop	9.91
6	19721	Letter, 3" Scotchlite Color: LY Location: Row A LISBON	16.62
1	190306GCL	Closure, 6C Zipper In / Hook and Dee Ring Out	3.64
1	19BA506	Reinforcement, Cuffs, Self Material Color: Black	2.81
1	19BA413C	Pocket, #13P-C Radio 2"x 3.5"x 8" Location: Left Chest	33.87
1	19BA564	Self Mic Strap Location: Above Radio Pocket	1.95
1	19BA564	Self Mic Strap HZ on SF Level w/ Mic Strap on Sunlance	1.95
1	1910546	Sunlance Flashlight Holder Location: Right Chest	14.73
1	19721	Letter, 3" Scotchlite Color: LY Location: Sew On Letter Patch	

Financing options available on some turnout gear purchases. Prices quoted do not include shipping and handling. Shipping is FOB factory. This quote is based on current prices which are subject to change by the Manufacturer without notice. TERMS are NET 30 DAYS.

From: BERGERON PROTECTIVE CLOTHING LLC
To: Lisbon Fire Department

Document No. : 204835
Doc. Date : 01/31/2019

Quantity	Style	Description	Your Cost
1	1BAR171	Add \$2.77/letter for last names Letter Patch, Sew-On, single line Add \$12.01 if a sew on patch is desired for names.	
Subtotal			\$1,294.19

Subtotal	1,294.19
Total	1,294.19

1 coat

Financing options available on some turnout gear purchases. Prices quoted do not include shipping and handling. Shipping is FOB factory. This quote is based on current prices which are subject to change by the Manufacturer without notice. TERMS are NET 30 DAYS.

G-XCEL®

Lightweight and flexible are hallmarks of this all-new chasis. With a longer back and shorter front on the jacket, you get more overlap where you need it with less where you don't. So everything about this contemporary design feels just right. The low-rise pants provide a modern fit, and with the added length you need for mobility in the knee and seat to bend, the pants don't ride down. Together with the extended back on the jacket, you maintain generous overlap even with these lower-rise pants.



JACKET STANDARD FEATURES

STANDARD LONGER BACK for more overlap coverage and space for lettering below the SCBA.

AXTION® SLEEVE provides extra length when you reach.

FREE-HANGING THROAT TAB stays out of your way when not deployed.

TELESCOPING SLEEVE BAND keep debris and water out.

CONTOURED SLEEVES are ergonomically curved to work with you — not against you.

Shorter **CONTOURED COLLAR** for easy interface with helmets.

YOCCO™ DRAG RESCUE DEVICE is easy to deploy when you need it, out of the way when you don't.

CARGO/HANDWARMER POCKETS lined with KEVLAR® fabric inside and NOMEX® fleece behind.

GENEROUS LINER POCKET is lined with moisture barrier.



CLASSIX[®] METRO[™]

This turnout gear style from Globe is ideal for departments that are looking for a roomy, non-restrictive fit, extended back panel, and low-rise pants together with suggested options designed expressly for Metro departments.



JACKET STANDARD FEATURES

6" EXTENDED BACK with lower trim band.

DROP-SHOULDER DESIGN moves seam beyond the shoulder for improved reach and reduced coat ride up.

FREE HANGING THROAT TAB stays out of your way when not deployed.

YOCCO[™] DRAG RESCUE DEVICE is easy to deploy when you need it, out of the way when you don't.

SUGGESTED OPTIONS SHOWN

2" x 10" x 6" EXPANSION POCKETS with KEVLAR[®] fabric reinforcement pouch inside.

HOOK AND DEE CLOSURE with hook and loop inside.

CUFF REINFORCEMENTS are made from outer shell fabric.

TELESCOPING SLEEVE BAND with two grey NOMEX[®] wristers, one on the outer shell and one on the liner with a thumb loop.





280 Milton St Dedham MA 02026
617-325-3993 FAX 617-325-0238

March 5, 2019

Lisbon Fire Dept
Turnout Gear Bid
300 Lisbon St
Lisbon MA 04250

RE: Turnout Gear Bid

Please find enclosed the Northeast Rescue Systems proposal for Turnout Gear.

Thank you for the opportunity to submit our proposal. Please contact me if there are any questions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dorothy O'Connor", with a long horizontal flourish extending to the right.

Dorothy O'Connor
President



280 Milton St
Dedham MA 02026
617-325-3993 Fax # 617-325-0238

BID

Date	Quote #
3/5/2019	B-20190265

Quote For
Lisbon Falls Fire Co. Fire Chief LeClair 300 Lisbon Street Lisbon, ME 04250

MA State Contract FIR04 VC6000185170

FOB	Terms
manufacturer	Net 30

Item	Description	Qty	Price Each	Total
ME-Lisb34Q3-T-...	Honeywell First Responder Morning Pride Tails Coat LTO-74Q3 Tails Gold MELISB00033 - Q# 78801MELISB 09/19/17 LTOTOS74D LTO Tail Outer Shell - PIONEER KHAKI LTOTTLQ LTO Tail Thermal Liner - GLIDE ICE 2 LTOTMB3 LTO Tail Moisture Barrier -STEDAIR GOLD CCSTD-36D (Q01) Std -LTO Chinstrap 0.00 IPLC Std -Inspection Port Liner 0.00; LNDC Std-Liner detachable 0.00 LNSETTE Std -SET Thermal Enhancement 0.00 PKTLSTD Std -Liner Label Pocket 0.00 SATUPST-36D Std -Take Up Straps - 2 Postman 0.00 TR-DSS Std -Trim Double-Stitched 0.00 RS-RRSAC (R01) Std-Articulating Rapid Rescue Strap 0.00 TRC304M-TL Trim -(4) NEW YORK -lime 2-tone Scotchlite (3") LTBACK-36D Back Patch -< LISBON > LT3S06-SL 6 -3" sewn letters -lime Scotchlite LTHEM-36D Hem Patch - - FF LAST NAME LT2S07-SL 7 -2" sewn letters -lime Scotchlite CLZV2-36D (E10) 2" Velcro/Zipper Coat Closure CFCC-34B Coat Cuffs - Black CFSHC-36D Shingle Cuffs PKHBLN-36D Half Hi Bellows Pockets -- 6 x 9 x 1.5 PKRCF-KV Lined with Kevlar 6 PKBLC-V1 3 Vertical Strips Velcro on Flap/Full Velcro on Pocket PKMT-36D Mic Tab -- left chest- 1 x 3- Place 3" above radio pocket PKMT-36D Mic Tab --- on shield (stormflap)-- 1 x 3 - Place 3" below top of shield PKRD-36D Radio Pocket --- left chest-- 8 x 3.5 x 2.5 place as close to shield as possible PKSLC-36D SL-90 Flashlight Clip -- right chest - Strap to be 1.5" wide- Loop Velcro up towards shield - Place as close to shield as possible PKUS1-24B Undershield Pocket (1) - Upper placement WWSTLN-BLACK Sub Wristlets -Long with tabs -Nomex - black	5	1,429.00	7,145.00
Pricing based on quantity provided - valid for 30 Days		Subtotal		
		Sales Tax (0.0%)		
		Total		



280 Milton St
Dedham MA 02026
617-325-3993 Fax # 617-325-0238

BID

Date	Quote #
3/5/2019	B-20190265

Quote For
Lisbon Falls Fire Co. Fire Chief LeClair 300 Lisbon Street Lisbon, ME 04250

MA State Contract FIR04 VC6000185170

FOB	Terms
manufacturer	Net 30

Item	Description	Qty	Price Each	Total
ME-Lisb36Q3P-G...	LTO-74Q3 Pants Gold (spec 2) MELISB00034 - Q#78801MELISB 09/19/17 LTOPOS74D LTO Pant Outer Shell -PIONEER KHAKI LTOPTLQ LTO Pant Thermal Liner -GLIDE 2 LTOPMB3 LTO Pant Moisture Barrier -STEDAIR GOLD CLNFV2-36D (J02) STD Narrow Fly -2" Velcro w/ Hook & Dee CL-FZ (S16) Fly -Zipper IPLP Std -Inspection Port Liner LNDP Std -Liner Detachable TR-DSSP Std -Trim Double-Stitched TRP307M-TL Trim -(7) NFPA -lime 2-tone Scotchlite (3") CFAN-ARB (O03) Angled Cuffs - Arashield - Black CFPC-34B Pant Cuffs - Black KNBFHCR-36B BiFlex Knees Replaceable w/ HC Frames- - Black KNBFH-ARB Horizontal Strips in BiFlex knees to be Arashield - Black PKBLP-36D Bellows Pockets --- 9" x 9" x 1.5" PKBLP-V1 3 Vertical Strips Velcro on Flap/Full on Pocket OPBL07-36D Belt Loops (7) on Pants - - Place on the top of waistband - Belt loops are to be 1/2" longer than standard WEBBING BELT OPSSA Snap Style Suspender Attachment SPDBSQI Dyna-Back Suspender w/ Snap Attach and Quick Adjust Installed	5	999.00	4,995.00
Pricing based on quantity provided - valid for 30 Days		Subtotal		\$12,140.00
		Sales Tax (0.0%)		\$0.00
		Total		\$12,140.00



125 John Roberts Rd
South Portland, ME 04106
PH: 207-847-3313
Jon Usher-Maine Sales
jusher@ipp-ips.com

PRICE QUOTE FOR:
Lisbon Fire Department
Chief Nathan LeClair
300 Lisbon St
Lisbon, ME 04250

DATE:
3/6/2019

Product/Description	Price Ea	Qty	Extension
Firedex FXR Coat/ Pant	\$2,462.00	5	\$12,310.00

Submitted By:

Jon Usher-IPS



PRODUCT PREVIEW

Quoted By: IPS-INDUSTRIAL PROTECTION SERV
Prepared By: Jon Usher
Address: 220 Ballardvale St
Wilmington, MA 01887
Phone: 978-657-4740
Email: jusher@ipp-ips.com
Quote: Lisbon FXR Pioneer 3-5-19
FWID: 82122
Item: FXR Turnout Gear Coat & Pant
Contract: FireWriter 2019

COAT SPECIFICATIONS

Coat Outer Shell: 32" Coat with DRD, 6.6 oz Pioneer™, Khaki
Coat Thermal Liner: (E) 7.4 oz Glide Ice™ 2-Layer
Coat Moisture Barrier: (F) 5.5oz Stedair® 4000
Coat Closures: XC42 Zipper / Hook & D
Coat Trim Style: 3" NYC Scotchlite™ Triple Lime/Silver

COAT PATTERN, LINER, PATCHES AND LABELS OPTIONS

XP17 Extra Liner Pocket, 8.75x8.5 (One Comes Standard)

LETTERING

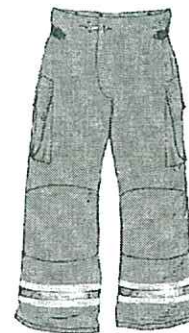
Text: LISBON
Pos: 2, 2" Scotchlite™ Lime, XL00 - Sewn Direct Lettering
Text: NAME
Pos: 9, 2" Scotchlite™ Lime, XL61 - Hanging Patch, Hook & Loop Attachment

COAT REINFORCEMENTS

Knit Wrist Reinforcement: XM02/XM03 Long Knit Wrist with Thumb Hole, Nomex® (White)
Cuff Reinforcement: Standard Cuff, Black, PCA (Polymer Coated Aramid)
Shoulder Reinforcement: No Reinforcement
Elbow Reinforcement: No Reinforcement

COAT MIC CLIPS AND STRAPS

XMCLP Mic Clip: 1" x 2" Shell Material
Left Qty: 1, Custom Qty: 1



This preview is for illustrative purposes only. Not all options may be shown in the preview. Not all options shown may be to the correct scale of the garment and may not be attached in the exact location shown.

LETTERING PREVIEW

- 1.
2. LISBON

Custom Placement 1: Located on Storm Flap. 3" Down From Top Of
Storm Flap
XM85 Survivor® Flashlight Holder
Right Qty: 1

COAT POCKETS

Chest Pocket - Left: (XP11) Radio Pocket 9 x 3 x 2
Hand Pocket - Left: (XP35) Semi Bellow 10 x 10 x 2
Hand Pocket - Right: (XP35) Semi Bellow 10 x 10 x 2

PANT SPECIFICATIONS

Pant Rise: Mid-Rise (Standard for FXR)
Pant Rear Panel: No Rear Panel
Pant Outer Shell: 6.6 oz Pioneer™ - Khaki
Pant Thermal Liner: (E) 7.4 oz Glide Ice™ 2-Layer
Pant Moisture Barrier: (F) 5.5oz Stedair® 4000
Pant Closures: XC45 Zipper / Woven Hook and Loop/ Hook & D
Pant Trim Style: 3" around cuffs - ScotchLite™ Triple Lime/Silver

PANT SUSPENDERS

SVHC - 1x4 Fabric Tab, H-Back, Black Webbing, Padded with Cam Lock
(Max Length: 54")

PANT STRAPS AND OPTIONS

XM58 Takeup Strap: Nomex® Webbing (Select up to 2 on pant free of
charge)
Left Qty: 1, Right Qty: 1
XMBL Belt Loop: 1" x 4" Shell
Qty: 5
XMKB Kevlar® Belt

PANT POCKETS

Front Pocket - Left: (XP30) Full Bellow 10 x 10 x 2
Full Kevlar® Lining (All 4 Sides)
Front Pocket - Right: (XP30) Full Bellow 10 x 10 x 2
Full Kevlar® Lining (All 4 Sides)

PANT REINFORCEMENTS

Knee Reinforcement: STS 1-Layer Knee (Foam Encapsulated in Moisture
Barrier), Black, PCA (Polymer Coated Aramid), 11" STS
Cuff Reinforcement: DexCuff - Reverse Tapered Cuff, Black, PCA
(Polymer Coated Aramid)
Leg and Crotch Reinforcement: No Reinforcement

TPP (Before Washing, NFPA minimum = 35)
44.60 cal/cm²

THL (NFPA Minimum = 205)
286.60 W/m²

Date Application Received 2-20-19

If the town clerk determines that a submitted application is not complete, the clerk shall notify the applicant within ten (10) business days of the additional information required to process the application.

If such additional information is not submitted within thirty (30) days of the clerk's request, the application may be denied.

3/5/19 Date on Agenda to Set Public Hearing

3/19/19 Public Council Set Hearing Date

3/7/19 Date Ad sent to Sun Journal

3/7/19 Date Posted on Web

3/7/19 Date Posted on Bulletin Board & at Post office

Date of Council Approval _____

Date License Mailed to Establishment

Other _____

I, Chris Brunelle (name) owner (title) is authorized to sign on behalf of said business, and further declare that the foregoing information is accurate and true to the best of my knowledge and belief, and that the applicant does hereby acknowledge and authorized a public records check to be conducted on all individuals listed under Questions 1 & 3 above.

Signature: C. Brunelle Date: 1/19/19

The Council is the Municipal Licensing Board. Applications require a public hearing and an ad to appear in newspaper 7-days prior to the scheduled Public Hearing, cost included in \$250 fee. Public records checks can take up to three weeks to process. Complete applications contain the Police & Fire Chiefs, CEO, Assessor, and Health Officer's signatures and attachments. The Council meets on the first and third Tuesdays of the month at 7PM at Town Hall. Application fees must be paid prior to the Council meeting. Other helpful contacts are:

353-3000 Ext 112... Town Clerk	287-2336State Sales Tax Division
353-3007..... Town Office Fax	287-4190.....Bureau of Corporations
353-3000 Ext 111... Dep. Code Enforcement Officer	624-8745.....Bureau of Alcohol Beverages
353-2500..... Police Department	287-3841.....Agriculture Dept- Bakery Licenses
353-3000 Ext 111 Health Officer	624-6550.....Marine Resources
287-5671..... Health Engineering Dept.	287-2338.....Dept of Labor (Seller's Certificates)

INSPECTIONS REQUIRED

I, Dennis Douglass, the **Building Inspector** have verified that the premises at which the establishment will be located complies with all applicable Town Ordinances including, but not limited to, the building code, electrical code, and plumbing code, and have attached a report of findings in writing to the Town Clerk if applicable. ☐ check here if findings are to be attached.

Date: 3/1/19 Signature: [Signature]

I, Dennis Douglass, the **Code Officer** have inspected the location or the proposed location to determine whether the applicable ordinances relating to land use issues and building and safety codes issues have been satisfied and have attached a report of findings in writing to the Town Clerk if applicable. ☐ check here if findings are to be attached.

Date: 3/1/19 Signature: [Signature]

I, Dennis Douglass, the **Health Officer** have inspected the location or proposed location to determine whether all applicable ordinances relating to health and safety have been satisfied and have attached a report of findings in writing to the Town Clerk if applicable. ☐ check here if findings are to be attached.

Date: 3/1/19 Signature: [Signature]

I, Nate LeClair, the **Fire Chief** or his/her agent have inspected the location or proposed location to determine if all town ordinances and any other applicable regulations concerning fire and safety have been satisfied and have attached a report of findings in writing to the Town Clerk if applicable. ☐ check here if findings are to be attached.

Date: 2/22/19 Signature: [Signature]

I, Marc Hagan, the **Police Chief** or his/her agent have investigated the application, including the criminal history record information required under subsection 10-505(b)(2) and have attached a report of findings in writing to the Town Clerk if applicable. ☐ check here if findings are to be attached.

Date: 02/27/19 Signature: Marc R. Hagan

**TTAGREEMENT FOR PAYMENT BY A NOT-FOR-PROFIT CORPORATION
IN LIEU OF TAXES ON EXEMPT PROPERTY**

This agreement is made and entered into this day of , 2019 by and between the Municipality of Lisbon, a municipal corporation organized and existing under and by virtue of the laws of the State of Maine and located in Androscoggin County (hereinafter referred to as "the MUNICIPALITY") and Greater Brunswick Housing Corporation, a Maine not-for-profit corporation with a place of business in Lisbon, Androscoggin County, Maine(hereinafter, "the CORPORATION").

WITNESSETH:

WHEREAS, the CORPORATION is a Maine non-profit corporation with a place of business in Lisbon, Androscoggin County, Maine which is or may be currently exempt for municipal taxation under Title 36 M.R.S.A. Section 652; and

WHEREAS, the CORPORATION has proposed to make a voluntary annual payment to the Municipality in lieu of taxes upon qualification of that lot as tax exempt under Title 36 M.R.S.A. Section 652;

NOW, THEREFORE, in consideration of the mutual understandings and obligations hereinafter set forth, the parties hereby agree as follows:

1. Tax Exempt Status. The MUNICIPALITY hereby agrees that the property on Assessors Map U04, Lot 26 will qualify for exemption for municipal property taxation by the MUNICIPALITY under the exemption established by Title 36 M.R.S.A. Section 652. The MUNICIPALITY hereby agrees that, for so long as this Agreement shall remain in force, the MUNICIPALITY will not contest any determination by the MUNICIPALITY'S Tax Assessor that the subject lot is entitled to exemption under Title 36 M.R.S.A. Section 652.
2. Payment in Lieu of Taxes. The CORPORATION agrees to pay to the MUNICIPALITY an annual payment in lieu of taxes and in lieu of any service charge under 36 J.R.S.A. Section 652 (1) (L) in an amount equal to 50% of the real estate taxes that would have been assessed by the MUNICIPALITY against the property if it were not exempt from taxation. The CORPORATION agrees to pay said amount in two installments, the first installment for one-half of said amount to be paid on or before September 15th and the second installment for the remaining amount to be paid on or before March 15th of each of MUNICIPALITY'S fiscal years.
3. Billing. When the MUNICIPALITY sends out its annual tax bills, the MUNICIPALITY agrees to provide the CORPORATIN with a bill for said annual payment in lieu of taxes, which bill shall contain the itemized amount of the land value and building values, the tax rate for the applicable year, and a calculation of the amount due under the terms of this Agreement. The CORPORATION and the MUNICIPALITY agree that the land and building value shall be determined in accordance the standard practices utilized to value and assess comparable properties the MUNICIPALITY.
4. Valuation Appeals Preserved. If the CORPORATION disagrees with the values utilized by the MUNICIPALITY'S Tax Assessor, the parties agree that the CORPORATION shall have the right to petition the MUNICIPALITY'S Tax Assessor for a review of those values in accordance with the practices, procedures and principles applicable to tax abatement requests.
5. Termination of Agreement. This Agreement shall terminate upon the first to occur of any one of the following events:

- a. Any change in State law which deprives the CORPORATION of its exemption under title 36 M.R.S.A. Sec 652 with respect to the subject lot;
 - b. Failure of the CORPORATION to maintain its legal status and its good standing as a Maine charitable non-profit corporation under Title 13-B, M.R.S.A., and Title 36 M.R.S.A. Sec. 652(1)(A);
 - c. Transfer of the subject property to a corporation, person or entity other than the CORPORATION or a related tax-exempt entity, whether by conveyance, lease or otherwise (however, in the case of a partial transfer, this Agreement shall not terminate, but the valuation of the portion of the subject property remaining in the ownership of the CORPORATION and the payment in lieu of taxes will be revised to reflect, *pro tanto*, the conveyance, and the revision will become effective on the April 1 next following the transfer, and the portion conveyed will be subject to taxation unless otherwise exempt);
 - d. Use of any part of the subject property by the CORPORATION for any use not incidental to the corporate purpose(s) on which the exemption of the real estate was predicated, and use of any part of the subject property by any person or entity other than the CORPORATION.
6. Amendment. This contract may be amended by both parties if the CORPORATION realizes substantial decreases in funding which reduces operating revenue in an amount detrimental to the sound operations of the property.

In the event this Agreement shall terminate as provided above, the termination shall be deemed to take effect on March 31st next following the event giving rise to the termination. Upon termination of the Agreement the corporation's obligation to make further payments in lieu of taxes to the MUNICIPALITY in respect to the property shown on the MUNICIPALITY'S assessing Map U04, Lot 26 shall cease. Upon termination, the MUNICIPALITY shall be entitled to assess and collect all taxes and /or other charges lawfully assessable against the property.

IN WITNESS WHEREOF, the parties have executed duplicate originals of this Agreement on the day and year first written above.

Witness

Town of Lisbon
(hereinabove, "the MUNICIPALITY")

By: _____

Printed Name: Diane Barnes

Title: Town Manager

Greater Brunswick Housing Corporation
(hereinabove, "the CORPORATION")

By: _____

Printed Name:

Title:

Witness



FINANCE DIRECTOR'S MEMO

Lydia Colston, CPA, Finance Director

Diane Barnes, Town Manager

DATE: March 1, 2018
TO: Town Manager
Town Council
FROM: Lydia Colston, CPA, Finance Director

I would like to ask the council to change the temporary position to a full time Town employee as an accounting assistant. During the 2 months that we have had this position we have been able to make substantial headway on the MUNIS conversion. Additionally this position has been instrumental in the verification and review of the accounting records and other day to day operations. Currently the workload in the finance department requires that a majority of my time is spent "in the weeds". I do not have the time to spend on review and oversight that as the finance director, I should be doing more regularly. Katie has proven to have excellent attention to detail with good time management skills and would be an asset to the Town of Lisbon finance team.

I have included this position in my budget request that will be presented to council in the upcoming weeks. Currently we are paying for the temporary position out of the reserve set aside for MUNIS and I would recommend that if council approves the creation of the full time accounting assistant position that the expense continue to come out of the reserve account for the remainder of the 2019 fiscal year.

Respectfully,

Lydia A. Colston, CPA



MEMORANDUM

TO: Diane Barnes, Town Manager
FROM: Tracey Steuber, Economic & Community Development Director
CC: Mark Stevens, Parks & Recreation Director
SUBJECT: 2019 Waste Diversion Grant Application
DATE: March 12, 2019

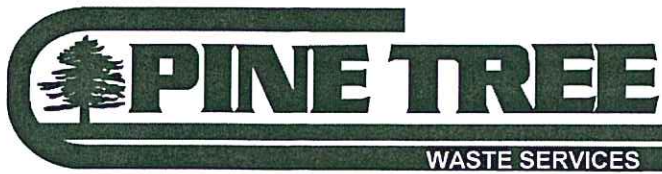
The Department of Environmental Protection is seeking proposals to assist in the development, implementation or improvement of programs, projects, initiatives or activities designed to increase the diversion of solid waste from disposal.

The state department anticipates making up to ten awards potentially ranging from \$1,000 - \$40,000.

The grant has come at a perfect time as the Conservation Committee has addressed council to look into a town-wide composting program. If Lisbon were successful in its application, funds would be used to purchase the necessary equipment needed, such as a compostable kiosk with bins, removable pad with closed in storage unit and signage. There is a 25% match required for this grant.

The ECD Director and Parks & Recreation Director is asking permission from the Lisbon Town Council to submit a grant application.

Please note the deadline of the Grant is Friday, April 26, 2019 at 4:00 p.m.



87 Pleasant Hill Rd
Scarborough, ME 04074
Phone: 207-883-9777
Fax: 207-883-1954
Toll Free: 1-888-857-0800

Agenda Item 2019-60
**Comm
Service
Agreement**

Account Number 36-55519
Effective Start Date 1-Jul-19
☐ Delivery ☐ Removal NA

<input type="checkbox"/> NB	<input type="checkbox"/> IS	<input type="checkbox"/> DS	<input type="checkbox"/> BX	<input type="checkbox"/> BP
<input type="checkbox"/> FC	<input type="checkbox"/> SIS	<input type="checkbox"/> SDS	<input type="checkbox"/> LC	<input type="checkbox"/> CL
<input type="checkbox"/> NO	<input checked="" type="checkbox"/> PI	<input type="checkbox"/> MC	<input type="checkbox"/> OO	<input type="checkbox"/> VOL
<input type="checkbox"/> S	<input type="checkbox"/> RWL	<input type="checkbox"/> PIR	NWCMP	
Billing Cycle <input checked="" type="checkbox"/> Adv <input type="checkbox"/> Arrs			SVCMP	
			LCCMP	

CUSTOMER INFORMATION

BILLING INFORMATION	
Customer	TOWN OF LISBON
Address	300 LISBON ST
City	LISBON ME
Zip	00420
Phone Number	353-3000 EXT 104
Fax Number	
Tax ID# or D&B #	
Contact	DIANE BARNES

SERVICE INFORMATION	
Customer	
Address	14 CAPTIAL AVE
City	LISBON ME
Zip	
Phone Number	
Fax Number	
E-Mail	
Contact	

NEW SERVICE INFORMATION

Qty	Container Type FL RL RO	Container Size	Service Frequency	Material Type	Rental Rate	Haul Rate	Disposal Site Code	Disposal Rate Per Ton	Extra Pickup Fee	Monthly Service Fee
1	RO	40YD	ONCALL	ZSR		150.00		ACR		

Apply FL / RL Container Fees for: ☐ RELOCATION ☐ REMOVAL ☐ DELIVERY \$50.00 ea
A Fuel Surcharge/Environmental Compliance Fee will be assessed to the total costs of services on this account. Includes FSC

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Route Days Recycling							
Route Days MSW							

PREVIOUS SERVICE INFORMATION

Qty	Container Type FL RL RO	Container Size	Service Frequency	Material Type	Rental Rate	Haul Rate	Disposal Site Code	Disposal Rate Per Ton	Extra Pickup Fee	Monthly Service Fee
1	RO	40 YARD	ON CALL	ZSR	0.00	150.00		\$30.00		

Industry Weight Estimated lbs/cu. yd. Agreed Upon Terms 12 months
Special Comments Directions and placement are on Delivery Spec Sheet. 1st pick-up will be

Payment Terms: Invoices are due and payable within 30 days of the invoice date.
I have read and understand the terms and conditions on pages 1 & 2 of this agreement

Customers Authorized Signature

Account Representative Signature

ERICA BAYLEY

Print Name & Title

Account Representative Phone Number

207-751-5181

Date

Date

Terms and Conditions

Our Commitment:

- * To provide the proper equipment necessary to insure you the best quality of service in the industry relative to your recycling and solid waste needs.
- * To continue to evaluate your recycling and solid waste service needs and to recommend better service alternatives based on new technology, alternate disposal methodologies, or changes in regulatory requirements.

Your Commitment:

- * The opportunity to collect and dispose of your non-hazardous waste materials.
- * Payment of the monthly invoice by the end of the month in which it's received.

References: All references throughout this document to "Us", "We" or "Our," shall be deemed herein to be Pine Tree Waste, Inc., the Casella entity responsible for providing the services described and, set forth herein.

Changes in Services: Changes in services or fees may be made by verbal or written agreement between us and are considered agreed upon with receipt of payment for new services or fees.

Terms: This Agreement will be effective upon the signature date for the period defined on the front of the agreement.

Disposal: We will dispose of waste materials according to all applicable laws, regulations and ordinances. We will use a disposal facility (landfill, transfer station, etc.) that meets all legal and regulatory requirements and is the most overall cost effective disposal option.

Responsibility of Disposed Materials: We are responsible for all non-hazardous and recycling materials once collected in our trucks. You will be responsible for any fines or penalties and additional handling fees if you dispose of any hazardous material in our container. Hazardous material is defined but not limited to: any substance that is toxic, ignitable, reactive, corrosive, acidic, radioactive, volatile, highly flammable, explosive, biomedical or infectious and that is regulated by any local government, state government or United States government including certain electronic devices categorized as Universal Waste.

Weight: The weight of your waste material is a comprehensive part of the overall cost for service. On the reverse side we have specified a weight per cubic yard that is based on industry averages for similar businesses. We have used this weight as a component in calculating your monthly charge. If through our weight evaluation, your actual weight doesn't meet this industry estimate we may adjust your monthly charge to reflect the change.

Adjustment: Because disposal, collection, processing, and compliance are components of our cost for providing service, any increase these costs may result in a proportionate increase in your monthly rate.

Responsibility for Equipment and Property:

Equipment:

- * We will deliver and install our equipment to the location specified by you on this Agreement and/or addendum
- * We will maintain the equipment and repair any damage to the equipment that may occur as a result of normal wear and tear.
- * We retain the right to charge you for any repairs as a result of misuse of the equipment that occurs while our equipment is in your possession.

Property:

- * Proper roadways, surfaces and pavement need to be provided in order to service your account and therefore, we are not responsible for damage to roadways, surfaces and pavement that are not suitable for access.
- * We reserve the right to suspend service if suitable roadways or pavement are not provided.
- * Container placement must be in mutually agreed upon designated areas.

Cancellation: Although there is no early cancellation penalty, as your partner we are committed to resolving any issue that may arise. In the event that you are still not satisfied, we request you give us a four months notice in writing so that we can find a new home for your container.

Indemnity: By signing this Agreement, we agree to pay all costs, fines and legal fees incurred as the result of our gross negligence, willful misconduct or violation of the law that occurs during the handling of your non-hazardous waste and recycling material. We will also be responsible for all personal injury or property damage claims resulting from our gross negligence or willful misconduct.

By signing this Agreement, you authorize us to enter your property to provide service, and you are responsible for keeping roadways and pavement suitable for access. You agree to indemnify, hold harmless and defend us against all claims, lawsuits, demands, costs or other liability resulting from or arising out of your gross negligence or willful misconduct while our equipment is in your possession. You will not hold us responsible for damage to our equipment or the improper use of our equipment by you, your employees, guests, or any persons on your premises.

We are committed to providing you, our customer and partner, with the highest quality of service available in order to build a sustainable, long-term business relationship



ATTACHMENT A PRICING TERMS

Zero-sort Recycling Formula:

ACR - Threshold = Rebate (Charge)

Average Commodity Revenue "(ACR)" - means the current market value for each recyclable commodity (including residue tons) less any direct costs of Processor related to transportation, capital improvements, storage, or marketing of product divided by the total tons of commodities shipped from that facility over the same month.

If recyclables are received from the Generator that materially distort the ACR, causing an excessive shift in value, the Processor reserves the right to make a mid-month ACR adjustment to reflect the value for that month. In addition, if there is a material change in the ACR during any thirty-day period, the Processor reserves the right to make an immediate adjustment to the ACR.

Rebate (Charge) - means the percentage of value paid to the Generator when the ACR is greater than the Threshold. When the Rebate is negative, each dollar below the ACR will be charged to the Generator.

Rebate Split = 50% to Generator when ACR is above Threshold

Threshold - means the base rate required to process recyclable material (including increases in labor expenses due to federal, state or local law) and to cover capital investments. Threshold will be increased annually beginning on the anniversary date of the Effective date, and each anniversary date thereafter, to an amount equal to the percentage increase of the CPI-U All Urban NE Index (source – Survey of Current Business – Department of Labor) as compiled by the most recent twelve (12) month period for which such data is available as compared with the comparable figure for the prior twelve month period. Notwithstanding anything to the contrary, the increase shall not be less than three percent (3%) per year. Processor reserves the right to adjust the Threshold during the Term in the case of extraordinary fluctuations in the recyclable commodity market.

Example Pricing Scenarios:

ACR above Threshold	ACR below Threshold
ACR = \$150 per ton Threshold = \$120 per ton Transportation + Handling = \$12.50 + \$7.00	ACR = \$64 per ton Threshold = \$120 per ton Transportation + Handling = \$12.50 + \$7.00
Pricing Formula \$150 - \$139.50 = \$10.5	Pricing Formula \$64 - \$139.50 = \$75.50
Rebate: 50% <i>over</i> Threshold (to Generator) and dollar for dollar below the Threshold (to Processor)	Rebate/Charge: 50% <i>over</i> Threshold (to Generator) and dollar for dollar below the Threshold (to Processor)
Net Payment to Generator is \$5.25/ton (\$10.50 x 50%)	Net Charge to Generator is \$75.50/ton (\$75.50 x 100%)

Acceptable List

<ul style="list-style-type: none"> ☆ Newspaper ☆ Magazines ☆ Cardboard boxes ☆ Brown bags ☆ Junk mail ☆ Phone books ☆ Catalogs ☆ Soft cover books ☆ Envelops ☆ Advertisements & inserts ☆ Boxboard & paperboard <ul style="list-style-type: none"> ○ Cereal boxes ○ Pasta boxes ○ Shoe boxes ☆ Mixed office paper 	<ul style="list-style-type: none"> ☆ Plastic bottles <ul style="list-style-type: none"> ○ Milk jugs ○ Bleach/detergent bottles ○ Soda/juice bottles ○ Shampoo bottles ○ Water bottles ○ Cottage cheese containers ○ Margarine containers ○ Yogurt containers ☆ Rigid plastics <ul style="list-style-type: none"> ○ Large buckets ○ Laundry baskets ○ Plastic chairs 	<ul style="list-style-type: none"> ☆ Aluminum can & bottles <ul style="list-style-type: none"> ○ Pie plates/trays/foil) ☆ Tin cans <ul style="list-style-type: none"> ○ Steel ☆ Glass bottles & jars
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Not Acceptable

<ul style="list-style-type: none"> ✗ Plastic bags or bagged recyclables ✗ No coated paper items <ul style="list-style-type: none"> ○ Waxed coffee or soda cups ○ Waxed paper plates ○ Items with any type of plastic-coated lining ✗ No disposable items <ul style="list-style-type: none"> ○ Polystyrene (Styrofoam) ○ Napkins ○ Tissues ○ Paper towels ○ Plastic utensils ○ Dirty recycling ○ Register tape ○ Condiment packets ○ Straws ○ Stirrers ○ Coffee pods 	<ul style="list-style-type: none"> ✗ No toys, clothing or hangers ✗ No wood waste or waste (bodily or food) <ul style="list-style-type: none"> ○ Rope ○ Twine ○ Diapers ○ Food ○ Pet waste ○ Yard waste ✗ No plastic wrap, film or tarps <ul style="list-style-type: none"> ○ Food bags ○ Wrappers ○ Plastic or shrink wrap ○ Tarps ✗ No hazardous material <ul style="list-style-type: none"> ○ Fire extinguishers ○ Propane tanks ○ Paint cans ○ Held a toxic substance 	<ul style="list-style-type: none"> ✗ No rubber or scrap metal ✗ No medical waste ✗ No ceramics, pots, pans or baking glass <ul style="list-style-type: none"> ○ No window glass ○ Mirrors ✗ No electronic items, batteries or bulbs ✗ No appliances
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MEMO

TO: DIANE BARNES, TOWN MANAGER
FROM: KATHY MALLOY, ASSESSOR
DATE: MARCH 14, 2019
RE: FEBRUARY MONTHLY REPORT

PERSONAL PROPERTY

Prepared and mailed our annual 706-A request to business owners for a list of business equipment. 248 letters were mailed.

HOMESTEAD

We sent letters to 27 taxpayers who receive the homestead exemption that have a mailing address other than Lisbon. We ask taxpayers to contact us to determine if they still qualify for the exemption.

Approval letters were mailed to 73 taxpayers who qualified for the homestead exemption for the 2019/20 tax year.

MOBILE HOME PARKS

We printed lists of the current owners of mobile homes in parks to be included with the Clerk's mailing to park owners for their license renewal.

Code Enforcement

Dennis J. Douglass

Code Enforcement Officer, Building Inspector, Licensed Plumbing
Inspector, Local Health Officer

Monthly Report for February 2019

Building permits issued - 0 – Freakin Cold Out!

Electrical permits issued – 12 – Electricians like to stay warm!

- 2 Remodel
- 3 New home
- 2 Upgrade service
- 1 Solar
- 2 Mobile home hook-ups
- 2 Misc.

Plumbing permits issued - 3

- 1 Replacement HHE200
- 2 Internal plumbing

Misc. permits issued - 0

Planning Board -

Public Hearing

Case #19-1 Site Plan Review – BBB Pharmaceutical Alternatives, LLC
Christopher Brunelle
385 Lisbon Street, Lisbon Maine 04250
Medical Marijuana Retail Store – Approved with Conditions

New Business

Case #19-2 Site Plan Review application – Laffely's Handy Man Shop
Mathew Laffely
12 Village Street, Lisbon Maine 04250
Proposed development at the old Lisbon Library building

Town Planner – On-Going Comprehensive Plan work

Appeals Board - No cases to report.

Health Officer –

- On-going work as the Health Officer.
- Landlord/Tenant issues.



TOWN OF LISBON

Economic & Community Development

300 Lisbon Street

Lisbon, ME 04250

(207) 353-3000, ext. 122

(207) 353-3007, fax

Economic & Community Development February Report

TO: Diane Barnes, Town Manager
FROM: Tracey Steuber, Economic & Community Development Director
DATE: March 11, 2019
RE: Monthly Department Report

During the month of February, I met with three individuals who are looking to either expand their current business or create a new business. I reviewed areas of interest as well as allowable zoning along with some available properties.

Monthly Meetings:

The Lisbon Development Committee did not meet during the month of March.

Attended my monthly Mid-Coast Business Meeting and the owners of the new Rusty Lantern in Lisbon are very pleased with the welcome they have received.

ATRC (Androscoggin Transportation Resource Center) Policy Committee held its monthly meeting on February 28th. ATRC is the designated Metropolitan Planning Organization (MPO) for Lewiston, Auburn, Lisbon and Sabattus, and has now completed the process of developing the ATRC Transportation Improvement Program (TIP) for the Federal Fiscal Years 2019-2022. ATRC is now requesting public input and/or comments on the 2019-2022 TIP. This document may be viewed at the AVCOG offices at 125 Manley Road in Auburn as well as on the web at: <http://www.atrcmpo.org> under Library then TIP. Please forward your comments by March 27, 2019 to AVCOG/ATRC at 125 Manley Road, Auburn, Maine 04210. For further information, please contact Jennifer Williams at (207) 783-9186 or email at jwilliams@avocg.org.

Other Projects: Did grant reporting for the following projects: Brownfields (EPA), Revolving Loan Program (RLF) with USDA.

Another project I worked on during this month was updating the town's website more in particular the public works department as we have a new PW director. His information is now located on the website and I am working with him on how to access the site and send out notifications.

I along with other staff attended a Workplace Violence Training (ALICE). The information given to us was very informative. It reminds us that we all need to be cognizant about our surroundings and the tools needed to protect ourselves if we are ever in a situation of violence. Thank you Officer Jeff Picard for a well-done presentation.

Community Development Block Grant:

Facade Grant Projects: Met with businesses about their interest in the town applying for a 2019 Micro-Enterprise Grant for facades. Submitted the Letter of Intent (LOI) to the Community Development Block Grant office on Friday, February 8, 2019.

2019 Village Streetscape Project: This project is moving along with our engineer firm Olver Associates and has received the approval from Council to seek bids in preparation of a spring construction date. I will be working with Olver Associates to begin this process during the month of March. With this project, I will need to work with property owners regarding easements for the construction. I have begun that outreach process.

2016 Falls Streetscape Project: We will also be going out to bid for solar light installation along the sidewalk on Rusty Lantern side.

03/15/2019 11:50
4975colston

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2019 08

ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12020500 Elected Officials							
12020500 50108 Elected Officials	17,730	0	17,730	12,273.12	.00	5,456.88	69.2%
12020500 50202 Workers Comp Ins	64	0	64	84.19	.00	-20.19	131.5%
12020500 50230 FICA Employer Co	1,357	0	1,357	938.52	.00	418.48	69.2%
12020500 50301 Office Supplies	0	500	500	133.01	.00	366.99	26.6%
12020500 50302 Operating suppli	500	-500	0	.00	.00	.00	.0%
12020500 50306 Postage	100	0	100	.00	.00	100.00	.0%
12020500 50307 Advertising	1,000	0	1,000	574.02	.00	425.98	57.4%
12020500 50308 Printing	100	0	100	.00	.00	100.00	.0%
12020500 50401 Professional Dev	1,000	0	1,000	196.00	.00	804.00	19.6%
TOTAL Elected Officials	21,851	0	21,851	14,198.86	.00	7,652.14	65.0%
12021000 Town Manager							
12021000 50101 Town Manager	96,482	0	96,482	66,801.60	.00	29,680.40	69.2%
12021000 50107 Administrative	47,502	0	47,502	32,889.60	.00	14,612.40	69.2%
12021000 50140 Overtime wages	500	0	500	.00	.00	500.00	.0%
12021000 50201 Unemployment Cos	495	0	495	199.00	.00	296.00	40.2%
12021000 50202 Workers Comp Ins	2,576	0	2,576	3,130.97	.00	-554.97	121.5%
12021000 50210 MEPPERS - Emplo	14,449	0	14,449	9,989.80	.00	4,459.20	69.1%
12021000 50220 Health Insurance	38,768	0	38,768	24,966.01	.00	13,801.99	64.4%
12021000 50230 FICA Employer Co	11,053	0	11,053	7,160.30	.00	3,892.70	64.8%
12021000 50301 Office Supplies	600	0	600	391.70	-76.36	208.66	52.6%
12021000 50306 Postage	250	0	250	1,745.79	.00	-1,495.79	698.3%
12021000 50307 Advertising	1,000	0	1,000	179.50	.00	820.50	18.0%
12021000 50308 Printing	1,200	0	1,200	.00	.00	1,200.00	.0%
12021000 50352 Cell Phone/Allow	840	0	840	525.00	.00	315.00	62.5%
12021000 50401 Professional Dev	1,500	0	1,500	561.86	.00	938.14	37.5%
12021000 50412 Meals and Lodgin	100	0	100	.00	.00	100.00	.0%
12021000 50413 Mileage/ travel	2,900	0	2,900	1,689.24	.00	1,210.76	58.2%
12021000 50452 Audit services	9,850	0	9,850	9,850.00	.00	.00	100.0%
TOTAL Town Manager	230,065	0	230,065	160,080.37	-76.36	70,060.99	69.5%
12021500 Appeals Board							
12021500 50104 Non Supervisory	200	0	200	.00	.00	200.00	.0%

03/15/2019 11:50
49751colston

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 2
glytdbud

FOR 2019 08

ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12021500 50108 Elected Official	751	0	751	496.56	.00	254.44	66.1%
12021500 50202 Workers Comp Ins	4	0	4	4.10	.00	-.10	102.5%
12021500 50230 FICA Employer Co	73	0	73	38.52	.00	34.48	52.8%
12021500 50301 Office Supplies	50	0	50	.00	.00	50.00	.0%
12021500 50306 Postage	50	0	50	.00	.00	50.00	.0%
12021500 50307 Advertising	375	0	375	.00	.00	375.00	.0%
12021500 50401 Professional Dev	200	0	200	.00	.00	200.00	.0%
TOTAL Appeals Board	1,703	0	1,703	539.18	.00	1,163.82	31.7%
12021600 Planning Board							
12021600 50104 Non Supervisory	1,000	0	1,000	291.62	.00	708.38	29.2%
12021600 50108 Elected Official	5,000	0	5,000	2,479.14	.00	2,520.86	49.6%
12021600 50202 Workers Comp Ins	22	0	22	26.46	.00	-4.46	120.3%
12021600 50230 FICA Employer Co	459	0	459	211.76	.00	247.24	46.1%
12021600 50301 Office Supplies	400	0	400	23.62	.00	376.38	5.9%
12021600 50306 Postage	150	0	150	15.35	.00	134.65	10.2%
12021600 50307 Advertising	750	0	750	304.07	.00	445.93	40.5%
12021600 50401 Professional Dev	600	0	600	157.76	.00	442.24	26.3%
12021600 50451 Contracted Profe	21,250	0	21,250	12,395.81	.00	8,854.19	58.3%
12021600 50455 Profesional Serv	2,500	0	2,500	.00	.00	2,500.00	.0%
TOTAL Planning Board	32,131	0	32,131	15,905.59	.00	16,225.41	49.5%
12022000 Legal							
12022000 50450 Legal expense	40,000	0	40,000	40,301.96	.00	-301.96	100.8%
TOTAL Legal	40,000	0	40,000	40,301.96	.00	-301.96	100.8%
12022500 Clerk							
12022500 50102 Department Head	56,560	0	56,560	39,153.61	.00	17,406.39	69.2%
12022500 50104 Non Supervisory	20,263	0	20,263	11,795.28	.00	8,467.72	58.2%
12022500 50130 Temporary/season	5,500	0	5,500	3,869.64	.00	1,630.36	70.4%
12022500 50201 Unemployment Cos	608	0	608	99.50	.00	508.50	16.4%
12022500 50202 Workers Comp Ins	297	0	297	363.69	.00	-66.69	122.5%

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12022500 50210 MEPRS - Emplo	5,656	0	5,656	3,915.36	.00	1,740.64	69.2%
12022500 50220 Health Insurance	16,644	0	16,644	10,777.19	.00	5,866.81	64.8%
12022500 50230 FICA Employer Co	6,298	0	6,298	3,687.56	.00	2,610.44	58.6%
12022500 50301 Office Supplies	1,800	0	1,800	1,799.92	.00	.08	100.0%
12022500 50306 Postage	770	0	770	805.71	.00	-35.71	104.6%
12022500 50307 Advertising	500	0	500	272.59	.00	227.41	54.5%
12022500 50308 Printing	3,400	0	3,400	3,300.16	.00	99.84	97.1%
12022500 50352 Cell Phone/Allow	420	0	420	280.00	.00	140.00	66.7%
12022500 50401 Professional Dev	1,480	0	1,480	1,151.00	.00	329.00	77.8%
12022500 50402 Dues and Members	600	0	600	404.00	.00	196.00	67.3%
12022500 50412 Meals and Lodgin	900	0	900	740.27	.00	159.73	82.3%
12022500 50413 Mileage/ travel	2,500	0	2,500	328.23	.00	2,171.77	13.1%
12022500 50451 Contracted Profe	600	0	600	78.57	.00	521.43	13.1%
12022500 50455 Professional Serv	12,795	0	12,795	1,690.00	.00	11,105.00	13.2%
12022500 50536 R&M: Equipment	2,200	0	2,200	1,353.00	.00	847.00	61.5%
TOTAL Clerk	139,791	0	139,791	85,865.28	.00	53,925.72	61.4%
12023000 Finance							
12023000 50102 Department Head	77,228	0	77,228	53,467.23	.00	23,760.77	69.2%
12023000 50104 Non Supervisory	28,011	0	28,011	19,396.80	.00	8,614.20	69.2%
12023000 50201 Unemployment Cos	495	0	495	99.50	.00	395.50	20.1%
12023000 50202 Workers Comp Ins	379	0	379	468.33	.00	-89.33	123.6%
12023000 50210 MEPRS - Emplo	10,524	0	10,524	5,346.72	.00	5,177.28	50.8%
12023000 50220 Health Insurance	33,081	0	33,081	14,815.66	.00	18,265.34	44.8%
12023000 50230 FICA Employer Co	8,051	0	8,051	5,158.17	.00	2,892.83	64.1%
12023000 50301 Office Supplies	4,000	0	4,000	2,429.37	-167.30	1,737.93	56.6%
12023000 50306 Postage	1,500	0	1,500	392.99	.00	1,107.01	26.2%
12023000 50352 Cell Phone/Allow	420	0	420	315.00	.00	105.00	75.0%
12023000 50401 Professional Dev	2,000	0	2,000	691.71	.00	1,308.29	34.6%
12023000 50402 Dues and Members	520	0	520	225.00	.00	295.00	43.3%
12023000 50412 Meals and Lodgin	0	0	0	480.23	.00	-480.23	100.0%
12023000 50413 Mileage/ travel	800	0	800	124.75	.00	675.25	15.6%
TOTAL Finance	167,009	0	167,009	103,411.46	-167.30	63,764.84	61.8%
12023500 Tax Collection							
12023500 50104 Non Supervisory	125,564	0	125,564	80,814.60	.00	44,749.40	64.4%

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12023500 50130 Temporary/season	2,500	0	2,500	3,400.38	.00	-900.38	136.0%
12023500 50140 Overtime	1,500	0	1,500	804.14	.00	695.86	53.6%
12023500 50201 Unemployment Cos	1,072	0	1,072	398.00	.00	674.00	37.1%
12023500 50202 Workers Comp Ins	467	0	467	560.62	.00	-93.62	120.0%
12023500 50210 MEPPERS - Employee	12,642	0	12,642	10,030.85	.00	2,611.15	79.3%
12023500 50220 Health Insurance	31,504	0	31,504	18,667.50	.00	12,836.50	59.3%
12023500 50230 FICA Employer Co	9,912	0	9,912	5,959.50	.00	3,952.50	60.1%
12023500 50301 Office Supplies	4,500	0	4,500	1,801.66	.00	2,698.34	40.0%
12023500 50306 Postage	7,000	0	7,000	5,080.02	.00	1,919.98	72.6%
12023500 50401 Professional Dev	1,300	0	1,300	610.00	.00	690.00	46.9%
12023500 50402 Dues and Members	0	0	0	60.00	.00	-60.00	100.0%
12023500 50412 Meals and Lodgin	250	0	250	523.19	.00	-273.19	209.3%
12023500 50413 Mileage/ travel	500	0	500	394.57	.00	105.43	78.9%
TOTAL Tax Collection	198,711	0	198,711	129,105.03	.00	69,605.97	65.0%

12024000 Assessor

12024000 50102 Department Head	59,452	0	59,452	41,155.20	.00	18,296.80	69.2%
12024000 50104 Non-supervisory	14,560	0	14,560	10,613.91	.00	3,946.09	72.9%
12024000 50201 Unemployment Cos	495	0	495	99.50	.00	395.50	20.1%
12024000 50202 Workers Comp Ins	1,533	0	1,533	1,855.31	.00	-322.31	121.0%
12024000 50210 MEPPERS - Employee	7,402	0	7,402	4,793.52	.00	2,608.48	64.8%
12024000 50220 Health Insurance	28,084	0	28,084	5,707.65	.00	22,376.35	20.3%
12024000 50230 FICA Employer Co	5,662	0	5,662	3,542.36	.00	2,119.64	62.6%
12024000 50301 Office Supplies	400	0	400	472.76	.00	-72.76	118.2%
12024000 50306 Postage	250	0	250	20.15	.00	229.85	8.1%
12024000 50308 Printing	300	0	300	.00	.00	300.00	.0%
12024000 50401 Professional Dev	400	0	400	80.00	.00	320.00	20.0%
12024000 50402 Dues and Members	200	0	200	70.00	.00	130.00	35.0%
12024000 50413 Mileage/ travel	800	0	800	227.88	.00	572.12	28.5%
12024000 50451 Contracted Profe	3,000	0	3,000	1,835.00	.00	1,165.00	61.2%
12024000 50470 Registry Service	800	0	800	399.00	.00	401.00	49.9%
12024000 50536 R&M: Equipment	200	0	200	.00	.00	200.00	.0%
12024000 50624 Mapping & Microf	1,000	0	1,000	2,000.00	.00	-1,000.00	200.0%
TOTAL Assessor	124,538	0	124,538	72,872.24	.00	51,665.76	58.5%

12024500 Code Enforcement

12024500 50102 Department Head	77,777	0	77,777	53,841.60	.00	23,935.40	69.2%
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12027500 Miscellaneous General Governme

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12027500 50930 Tax overlay	122,676	0	122,676	.00	.00	122,675.57	.0%
12027500 50935 TIF Payments	700,102	0	700,102	150,442.12	.00	549,659.56	21.5%
TOTAL Miscellaneous General Governme	822,777	0	822,777	150,442.12	.00	672,335.13	18.3%
12028000 School Required							
12028000 51300 Required Local S	4,533,277	0	4,533,277	3,777,730.80	.00	755,546.20	83.3%
12028000 51310 Add'l Local Shar	2,009,155	0	2,009,155	1,674,295.80	.00	334,859.20	83.3%
12028000 51320 Local Share Debt	467,075	0	467,075	389,229.20	.00	77,845.80	83.3%
12028000 51330 Local Share Adul	14,276	0	14,276	11,896.70	.00	2,379.30	83.3%
TOTAL School Required	7,023,783	0	7,023,783	5,853,152.50	.00	1,170,630.50	83.3%
12051500 Town Buildings							
12051500 50104 Non-supervisory	11,800	0	11,800	7,061.61	.00	4,738.39	59.8%
12051500 50201 Unemployment Cos	244	0	244	99.50	.00	144.50	40.8%
12051500 50202 Workers compensa	534	0	534	659.31	.00	-125.31	123.5%
12051500 50230 FICA taxes	903	0	903	540.26	.00	362.74	59.8%
12051500 50302 Operating suppli	6,100	0	6,100	3,915.59	.00	2,184.41	64.2%
12051500 50451 Contracted Profe	6,500	0	6,500	6,629.76	.00	-129.76	102.0%
12051500 50483 Security System	0	0	0	90.00	.00	-90.00	100.0%
12051500 50510 Electricity	48,000	0	48,000	30,257.58	.00	17,742.42	63.0%
12051500 50511 Water usage fees	2,000	0	2,000	1,464.47	.00	535.53	73.2%
12051500 50512 Telephone	7,600	0	7,600	4,954.40	.00	2,645.60	65.2%
12051500 50513 Sewer Expense	600	0	600	535.35	.00	64.65	89.2%
12051500 50514 Heating Fuel	12,000	0	12,000	10,829.22	.00	1,170.78	90.2%
12051500 50515 Natural Gas	30,000	0	30,000	17,710.64	.00	12,289.36	59.0%
12051500 50520 Building Expense	20,000	0	20,000	560.00	.00	19,440.00	2.8%
12051500 50536 R&M: Equipment	30,000	0	30,000	13,206.74	.00	16,793.26	44.0%
12051500 50549 R & M Buildings	17,000	0	17,000	28,900.54	.00	-11,900.54	170.0%
12051500 50705 Buildings	0	0	0	2,295.18	.00	-2,295.18	100.0%
TOTAL Town Buildings	193,281	0	193,281	129,710.15	.00	63,570.85	67.1%
12090100 Abatements							
12090100 50901 Tax abatements	10,000	0	10,000	14,562.11	.00	-4,562.11	145.6%

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL Abatements	10,000	0	10,000	14,562.11	.00	-4,562.11	145.6%
13030500 Health Officer							
13030500 50102 Department Head	0	5,268	5,268	3,637.44	.00	1,630.56	69.0%
13030500 50202 Workers Comp Ins	0	132	132	159.09	.00	-27.09	120.5%
13030500 50210 MEPSERS - Employee	0	527	527	.00	.00	527.00	.0%
13030500 50230 FICA Employer Co	0	403	403	261.89	.00	141.11	65.0%
13030500 50301 Office Supplies	0	150	150	.00	.00	150.00	.0%
TOTAL Health Officer	0	6,480	6,480	4,058.42	.00	2,421.58	62.6%
13031000 General Assistance							
13031000 50102 Department Head	10,508	0	10,508	6,858.68	.00	3,649.32	65.3%
13031000 50201 Unemployment Cos	217	0	217	99.50	.00	117.50	45.9%
13031000 50202 Workers Comp Ins	38	0	38	46.84	.00	-8.84	123.3%
13031000 50230 FICA Employer Co	804	0	804	524.70	.00	279.30	65.3%
13031000 50301 Office Supplies	100	0	100	.00	.00	100.00	.0%
13031000 50306 Postage	200	0	200	18.01	.00	181.99	9.0%
13031000 50352 Cell Phone allow	363	0	363	223.89	.00	139.11	61.7%
13031000 50401 Professional Dev	0	0	0	30.00	155.00	-185.00	100.0%
13031000 50440 General Assistan	25,000	0	25,000	19,819.78	.00	5,180.22	79.3%
TOTAL General Assistance	37,230	0	37,230	27,621.40	155.00	9,453.60	74.6%
14040500 Police							
14040500 50102 Department Head	77,270	0	77,270	53,496.02	.00	23,773.98	69.2%
14040500 50104 Non Supervisory	716,056	0	716,056	459,123.14	.00	256,932.86	64.1%
14040500 50107 Administrative	38,572	0	38,572	25,306.28	.00	13,265.72	65.6%
14040500 50117 Misc. Police Det	7,000	0	7,000	4,574.15	.00	2,425.85	65.3%
14040500 50130 Temporary/season	25,000	0	25,000	10,880.63	.00	14,119.37	43.5%
14040500 50140 Overtime wages	31,350	0	31,350	15,501.49	.00	15,848.51	49.4%
14040500 50141 Holiday/Personal	101,277	-101,277	0	10,849.63	.00	-10,849.63	100.0%
14040500 50143 Court time	9,000	0	9,000	3,767.64	.00	5,232.36	41.9%
14040500 50145 Replacement Wage	0	101,277	101,277	85,428.23	.00	15,848.77	84.4%

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ACCOUNTS 1000	FOR: General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14040500	50201 Unemployment Cos	4,470	0	4,470	1,193.97	.00	3,276.03	26.7%
14040500	50202 Workers Comp Ins	34,086	0	34,086	41,805.67	.00	-7,719.67	122.6%
14040500	50210 MEPERS - Employee	100,887	0	100,887	63,898.52	.00	36,988.48	63.3%
14040500	50220 Health Insurance	305,913	0	305,913	174,707.59	.00	131,205.41	57.1%
14040500	50230 FICA Employer Co	76,923	0	76,923	48,809.11	.00	28,113.89	63.5%
14040500	50260 Uniform cleaning	800	0	800	362.20	.00	437.80	45.3%
14040500	50301 Office Supplies	3,250	0	3,250	1,676.03	.00	1,573.97	51.6%
14040500	50302 Operating suppli	13,700	0	13,700	8,371.06	-39.63	5,368.57	60.8%
14040500	50306 Postage	750	0	750	161.97	.00	588.03	21.6%
14040500	50307 Advertising	750	0	750	119.65	.00	630.35	16.0%
14040500	50308 Printing	3,500	0	3,500	1,344.00	.00	2,156.00	38.4%
14040500	50349 Recruitment Test	2,500	0	2,500	825.00	.00	1,675.00	33.0%
14040500	50351 Clothing/Boot Al	18,900	0	18,900	14,261.53	120.30	4,618.17	76.1%
14040500	50352 Cell Phone/Allow	5,670	0	5,670	3,804.44	.00	1,865.56	67.1%
14040500	50353 Physicals	200	0	200	247.00	.00	-47.00	123.5%
14040500	50375 Gas	26,250	0	26,250	18,276.71	.00	7,973.29	69.6%
14040500	50378 Tires Expense	4,200	0	4,200	1,012.83	.00	3,187.17	24.1%
14040500	50401 Professional Dev	14,420	0	14,420	13,338.48	.00	1,081.52	92.5%
14040500	50413 Mileage/ travel	800	0	800	112.66	.00	687.34	14.1%
14040500	50415 Education Progra	2,434	0	2,434	1,095.00	.00	1,339.00	45.0%
14040500	50501 Vehicle Repairs	10,000	0	10,000	3,493.60	1,068.38	5,438.02	45.6%
14040500	50512 Telephone	10,000	0	10,000	6,237.69	120.00	3,642.31	63.6%
14040500	50532 R&M Office Equip	0	1,000	1,000	.00	.00	1,000.00	.0%
14040500	50536 R&M: Equipment	1,000	5,500	6,500	4,564.80	.00	1,935.20	70.2%
14040500	50544 R & M: Radios	6,500	-6,500	0	340.00	.00	-340.00	100.0%
14040500	50710 Equipment	2,700	0	2,700	3,325.00	.00	-625.00	123.1%
14040500	50720 Equipment - vehi	0	40,000	40,000	.00	.00	40,000.00	.0%
14040500	50730 Equipment - furn	40,000	-40,000	0	.00	.00	.00	.0%
TOTAL Police		1,696,128	0	1,696,128	1,082,311.72	1,269.05	612,547.23	63.9%

14041500 Fire Department

14041500	50102	Department Head	70,013	0	70,013	48,470.40	.00	21,542.60	69.2%
14041500	50104	Non Supervisory	150,000	0	150,000	80,692.94	.00	69,307.06	53.8%
14041500	50201	Unemployment Cos	247	0	247	99.50	.00	147.50	40.3%
14041500	50202	Workers Comp Ins	18,306	0	18,306	22,610.68	.00	-4,304.68	123.5%
14041500	50210	MEPERS - Employee	7,001	0	7,001	4,847.04	.00	2,153.96	69.2%
14041500	50220	Health Insurance	22,881	0	22,881	14,815.65	.00	8,065.35	64.8%
14041500	50230	FICA Employer Co	16,831	0	16,831	9,297.72	.00	7,533.28	55.2%
14041500	50301	Office Supplies	500	0	500	755.50	.00	-255.50	151.1%
14041500	50302	Operating suppli	10,000	0	10,000	4,180.42	.00	5,819.58	41.8%

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14041500 50305 Postage	50	0	50	19.12	.00	30.88	38.2%
14041500 50351 Clothing/Boot Al	3,500	0	3,500	635.81	.00	2,864.19	18.2%
14041500 50352 Cell Phone/Allow	420	0	420	245.00	.00	175.00	58.3%
14041500 50353 Physicals	5,000	0	5,000	2,526.00	.00	2,474.00	50.5%
14041500 50370 Parts - Supplies	5,500	0	5,500	1,718.27	.00	3,781.73	31.2%
14041500 50375 Gas	1,900	0	1,900	1,650.94	.00	249.06	86.9%
14041500 50377 Diesel	3,700	0	3,700	3,268.55	.00	431.45	88.3%
14041500 50378 Tires Expense	2,600	0	2,600	1,642.20	.00	957.80	63.2%
14041500 50401 Professional Dev	5,000	0	5,000	3,502.00	300.00	1,198.00	76.0%
14041500 50413 Mileage/ travel	300	0	300	120.70	.00	179.30	40.2%
14041500 50490 Capital Projects	75,000	0	75,000	.00	.00	75,000.00	.0%
14041500 50511 Water Usage	2,395	0	2,395	1,087.05	.00	1,307.95	45.4%
14041500 50512 Telephone	2,600	0	2,600	1,642.37	.00	957.63	63.2%
14041500 50513 Sewer Expense	214	0	214	147.84	.00	66.16	69.1%
14041500 50536 R&M: Equipment	24,000	0	24,000	18,371.03	.00	5,628.97	76.5%
14041500 50544 R & M: Radios	8,300	0	8,300	8,043.96	.00	256.04	96.9%
14041500 50560 Fire Fighting Fo	3,000	0	3,000	1,490.00	.00	1,510.00	49.7%
14041500 50561 EMS Supplies	1,500	0	1,500	454.80	.00	1,045.20	30.3%
14041500 50562 Personal Protect	20,500	0	20,500	2,303.84	.00	18,196.16	11.2%
14041500 50563 Hose Replacement	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL Fire Department	466,258	0	466,258	234,639.33	300.00	231,318.67	50.4%
14043000 Emergency Management							
14043000 50100 LEMS Stipend	127,885	0	127,885	95,913.36	.00	31,971.64	75.0%
14043000 50104 Non Supervisory	1,546	0	1,546	1,070.10	.00	475.90	69.2%
14043000 50201 Unemployment Cos	32	0	32	.00	.00	32.00	.0%
14043000 50202 Workers Comp Ins	6	0	6	12.20	.00	-6.20	203.3%
14043000 50230 FICA Employer Co	119	0	119	81.73	.00	37.27	68.7%
14043000 50402 Dues and Members	35	0	35	.00	.00	35.00	.0%
TOTAL Emergency Management	129,623	0	129,623	97,077.39	.00	32,545.61	74.9%
14045000 Animal Control							
14045000 50104 Non Supervisory	41,606	0	41,606	27,090.45	.00	14,515.55	65.1%
14045000 50140 Overtime	2,400	0	2,400	1,804.69	.00	595.31	75.2%
14045000 50201 Unemployment Cos	397	0	397	99.50	.00	297.50	25.1%
14045000 50202 Workers Comp Ins	823	0	823	1,403.71	.00	-580.71	170.6%

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ACCOUNTS	FOR:		ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
1000	General Fund		APPROP	ADJSTMTS	BUDGET			BUDGET	USED
14045000	50210	MSPERS - Employee	3,918	0	3,918	2,862.68	.00	1,055.32	73.1%
14045000	50220	Health Insurance	22,881	0	22,881	14,815.66	.00	8,065.34	64.8%
14045000	50230	FICA Employer Co	3,367	0	3,367	2,003.70	.00	1,363.30	59.5%
14045000	50302	Operating suppli	250	0	250	-39.60	.00	289.60	-15.8%
14045000	50351	Clothing/Boot Al	600	0	600	.00	149.97	450.03	25.0%
14045000	50352	Cell Phone/Allow	626	0	626	587.62	.00	38.38	93.9%
14045000	50375	Gas	2,700	0	2,700	1,772.95	.00	927.05	65.7%
14045000	50378	Tires Expense	685	0	685	.00	.00	685.00	.0%
14045000	50401	Professional Dev	500	0	500	16.06	35.00	448.94	10.2%
14045000	50451	Contracted Profe	500	0	500	.00	.00	500.00	.0%
14045000	50453	Animal Shelter S	11,712	0	11,712	11,711.70	.00	.30	100.0%
14045000	50456	Veterinary Servi	0	0	0	112.24	.00	-112.24	100.0%
14045000	50501	Vehicle Repairs	0	0	0	680.04	.00	-680.04	100.0%
14045000	50536	R&M: Equipment	700	0	700	70.86	.00	629.14	10.1%
14045000	50710	Equipment	400	0	400	149.76	.00	250.24	37.4%
TOTAL Animal Control			94,065	0	94,065	65,142.02	184.97	28,738.01	69.4%
14046000 Lisbon Communications Center									
14046000	50104	Non Supervisory	193,148	0	193,148	118,765.51	.00	74,382.49	61.5%
14046000	50130	Temporary/season	20,425	0	20,425	13,721.04	.00	6,703.96	67.2%
14046000	50140	Overtime wages	2,250	0	2,250	18,019.96	.00	-15,769.96	800.9%
14046000	50141	Replacement Wage	37,493	-37,493	0	2,651.00	.00	-2,651.00	100.0%
14046000	50145	Replacement Wage	0	37,493	37,493	20,654.56	.00	16,838.44	55.1%
14046000	50201	Unemployment Cos	1,410	0	1,410	398.00	.00	1,012.00	28.2%
14046000	50202	Workers Comp Ins	912	0	912	958.35	.00	-46.35	105.1%
14046000	50210	MSPERS - Employee	23,367	0	23,367	10,768.63	.00	12,598.37	46.1%
14046000	50220	Health Insurance	37,667	0	37,667	38,841.98	.00	-1,174.98	103.1%
14046000	50230	FICA Employer Co	19,379	0	19,379	12,696.82	.00	6,682.18	65.5%
14046000	50301	Office Supplies	2,400	0	2,400	1,659.05	.00	740.95	69.1%
14046000	50307	Advertising	120	0	120	.00	.00	120.00	.0%
14046000	50349	Recruitment Test	500	0	500	250.00	.00	250.00	50.0%
14046000	50351	Clothing/Boot Al	1,750	0	1,750	934.29	.00	815.71	53.4%
14046000	50401	Professional Dev	1,400	0	1,400	1,051.26	.00	348.74	75.1%
14046000	50413	Mileage/ travel	100	0	100	100.00	.00	.00	100.0%
14046000	50512	Telephone	1,800	0	1,800	1,108.99	.00	691.01	61.6%
14046000	50536	R&M: Equipment	1,125	0	1,125	.00	.00	1,125.00	.0%
TOTAL Lisbon Communications Center			345,246	0	345,246	242,579.44	.00	102,666.56	70.3%
15050500 Department of Public Works									
15050500	50102	Department Head	80,018	0	80,018	38,931.21	.00	41,086.79	48.7%

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15050500 50104 Non Supervisory	365,983	0	365,983	225,707.58	.00	140,275.42	61.7%
15050500 50107 Administrative	18,706	0	18,706	13,101.37	.00	5,604.63	70.0%
15050500 50140 Overtime wages	40,000	0	40,000	17,932.47	.00	22,067.53	44.8%
15050500 50201 Unemployment Cos	2,472	0	2,472	994.99	.00	1,477.01	40.3%
15050500 50202 Workers Comp Ins	28,586	0	28,586	35,683.44	.00	-7,097.44	124.8%
15050500 50210 MEPEPS - Employee	45,440	0	45,440	23,758.99	.00	21,681.01	52.3%
15050500 50220 Health Insurance	166,744	0	166,744	68,186.59	.00	98,557.41	40.9%
15050500 50230 FICA Employer Co	38,610	0	38,610	21,421.42	.00	17,188.58	55.5%
15050500 50240 Medical testing	1,200	0	1,200	1,002.19	.00	197.81	83.5%
15050500 50301 Office Supplies	1,100	0	1,100	1,329.45	-130.98	-98.47	109.0%
15050500 50302 Operating suppli	7,000	0	7,000	4,037.17	.00	2,962.83	57.7%
15050500 50303 Other Supplies	1,350	0	1,350	.00	.00	1,350.00	.0%
15050500 50306 Postage	100	0	100	69.69	.00	30.31	69.7%
15050500 50307 Advertising	1,000	0	1,000	2,687.63	.00	-1,687.63	268.8%
15050500 50310 Grants Match	6,500	-6,500	0	.00	.00	.00	.0%
15050500 50330 Drug Testing	0	0	0	463.00	.00	-463.00	100.0%
15050500 50331 Small Tools	15,000	-15,000	0	23.10	.00	-23.10	100.0%
15050500 50333 Signs	0	0	0	432.80	500.00	-932.80	100.0%
15050500 50351 Clothing/Boot Al	10,000	0	10,000	4,994.37	.00	5,005.63	49.9%
15050500 50352 Cell Phone/Allow	1,146	0	1,146	1,041.44	.00	104.56	90.9%
15050500 50360 Minor equipment	3,000	0	3,000	2,060.92	.00	939.08	68.7%
15050500 50362 Cold Patch	0	0	0	59.34	.00	-59.34	100.0%
15050500 50363 Culverts	15,000	0	15,000	662.37	.00	14,337.63	4.4%
15050500 50366 Asphalt-Hot Top	0	15,000	15,000	3,239.11	.00	11,760.89	21.6%
15050500 50367 Excavation Expen	5,000	0	5,000	.00	.00	5,000.00	.0%
15050500 50370 Parts - Supplies	40,000	0	40,000	36,805.99	7.62	3,186.39	92.0%
15050500 50371 Sand & Gravel	0	6,500	6,500	11,973.08	.00	-5,473.08	184.2%
15050500 50375 Gas	10,125	0	10,125	-4,918.78	.00	15,043.78	-48.6%
15050500 50376 Oils and lubrica	4,500	0	4,500	817.43	.00	3,682.57	18.2%
15050500 50377 Diesel	27,000	0	27,000	26,779.12	.00	220.88	99.2%
15050500 50378 Tires Expense	5,000	0	5,000	4,169.66	.00	830.34	83.4%
15050500 50401 Professional Dev	4,000	0	4,000	475.30	.00	3,524.70	11.9%
15050500 50413 Mileage/ travel	200	0	200	332.48	.00	-132.48	166.2%
15050500 50430 Filing fees/lice	1,200	0	1,200	996.00	.00	204.00	83.0%
15050500 50455 Professional Serv	26,400	0	26,400	1,222.32	.00	25,177.68	4.6%
15050500 50511 Water Usage	375	0	375	128.02	.00	246.98	34.1%
15050500 50512 Telephone	4,000	0	4,000	2,362.40	.00	1,637.60	59.1%
15050500 50513 Sewer Expense	560	0	560	124.32	.00	435.68	22.2%
15050500 50535 Rental of Equipm	30,000	0	30,000	9,695.85	.00	20,304.15	32.3%
15050500 50536 R&M: Equipment	8,000	0	8,000	5,863.76	.00	2,136.24	73.3%
15050500 50537 Equipment Painti	3,000	0	3,000	74.30	.00	2,925.70	2.5%
15050500 50538 Loam & Seed	1,500	0	1,500	3,276.89	.00	-1,776.89	218.5%
15050500 50539 R&M: Catch Basin	5,000	0	5,000	4,934.52	.00	65.48	98.7%
15050500 50541 Ground repair an	6,000	0	6,000	6,250.00	.00	-250.00	104.2%

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15050500 50544 R & M: Radios	1,000	0	1,000	218.70	.00	781.30	21.9%
15050500 50545 R & M: TREE REM	6,000	0	6,000	2,500.00	.00	3,500.00	41.7%
15050500 50547 R & M: SIGNS	3,000	0	3,000	1,085.47	.00	1,914.53	36.2%
15050500 50548 R & M: STREETS	20,000	0	20,000	15,419.36	.00	4,580.64	77.1%
15050500 50720 Equipment - vehi	30,000	0	30,000	30,816.50	.00	-816.50	102.7%
15050500 50770 Infrastructure-	425,000	0	425,000	42,295.04	.00	382,704.96	10.0%
TOTAL Department of Public Works	1,515,815	0	1,515,815	671,518.37	376.64	843,919.99	44.3%
15051000 Winter Operations							
15051000 50140 Overtime	65,000	0	65,000	37,539.61	.00	27,460.39	57.8%
15051000 50201 Unemployment Cos	248	0	248	.00	.00	248.00	.0%
15051000 50202 Workers Comp Ins	4,901	0	4,901	6,081.54	.00	-1,180.54	124.1%
15051000 50210 MEPPERS - Employe	6,825	0	6,825	.00	.00	6,825.00	.0%
15051000 50230 FICA Employer Co	4,972	0	4,972	2,641.52	.00	2,330.48	53.1%
15051000 50301 Office Supplies	0	0	0	.00	.00	.00	.0%
15051000 50303 Other Supplies	140,000	0	140,000	156,750.04	.00	-16,750.04	112.0%
15051000 50306 Postage	0	0	0	.00	.00	.00	.0%
15051000 50370 Parts - Supplies	15,000	0	15,000	5,055.82	.00	9,944.18	33.7%
15051000 50451 Contracted Profe	50,000	0	50,000	43,235.00	.00	6,765.00	86.5%
TOTAL Winter Operations	286,946	0	286,946	251,303.53	.00	35,642.47	87.6%
15052000 Solid Waste							
15052000 50102 Department Head	0	0	0	.00	.00	.00	.0%
15052000 50104 Non Supervisory	102,169	0	102,169	67,799.42	.00	34,369.58	66.4%
15052000 50140 Overtime wages	0	0	0	184.59	.00	-184.59	100.0%
15052000 50201 Unemployment Cos	968	0	968	398.00	.00	570.00	41.1%
15052000 50202 Workers Comp Ins	4,915	0	4,915	6,212.41	.00	-1,297.41	126.4%
15052000 50210 MEPPERS - Employe	8,101	0	8,101	7,124.31	.00	976.69	87.9%
15052000 50220 Health Insurance	45,761	0	45,761	32,025.34	.00	13,735.66	70.0%
15052000 50230 FICA Employer Co	7,816	0	7,816	4,503.27	.00	3,312.73	57.6%
15052000 50240 Medical testing	250	0	250	.00	.00	250.00	.0%
15052000 50301 Office Supplies	500	0	500	88.01	40.20	371.79	25.6%
15052000 50302 Operating suppli	3,000	0	3,000	3,281.42	.00	-281.42	109.4%
15052000 50303 Other Supplies	0	0	0	.00	.00	.00	.0%
15052000 50306 Postage	60	0	60	35.54	.00	24.46	59.2%
15052000 50307 Advertising	100	0	100	71.80	.00	28.20	71.8%

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15052000 50308 Printing	1,200	0	1,200	611.00	.00	589.00	50.9%
15052000 50351 Clothing/Boot Al	1,800	0	1,800	1,085.58	.00	714.42	60.3%
15052000 50352 Cell Phone allow	420	0	420	280.00	.00	140.00	66.7%
15052000 50368 Hauling	10,800	0	10,800	2,479.50	.00	8,320.50	23.0%
15052000 50369 Land Fill	4,000	0	4,000	2,936.35	.00	1,063.65	73.4%
15052000 50370 Parts - Supplies	8,000	0	8,000	5,160.62	.00	2,839.38	64.5%
15052000 50377 Diesel	8,325	0	8,325	6,834.45	.00	1,490.55	82.1%
15052000 50378 Tires Expense	4,000	0	4,000	3,023.39	.00	976.61	75.6%
15052000 50401 Professional Dev	250	0	250	.00	.00	250.00	.0%
15052000 50413 Mileage/ travel	250	0	250	23.54	.00	226.46	9.4%
15052000 50430 Filing fees/lice	700	0	700	396.00	.00	304.00	56.6%
15052000 50511 Water usage fees	2,500	0	2,500	948.32	.00	1,551.68	37.9%
15052000 50512 Telephone	1,500	0	1,500	956.60	.00	543.40	63.8%
15052000 50513 Sewer Expense	500	0	500	188.16	.00	311.84	37.6%
15052000 50536 R&M: Equipment	5,000	0	5,000	3,480.94	.00	1,519.06	69.6%
15052000 50555 Sludge Disposal	275,000	-275,000	0	19,794.09	.00	-19,794.09	100.0%
15052000 50556 Trash Removal	0	275,000	275,000	151,465.86	.00	123,534.14	55.1%
TOTAL Solid Waste	497,885	0	497,885	321,388.51	40.20	176,456.29	64.6%
15053500 Other Public Works							
15053500 50510 Electricity	107,000	0	107,000	55,626.45	.00	51,373.55	52.0%
15053500 50534 Hydrant Rental	406,000	0	406,000	304,500.00	.00	101,500.00	75.0%
15053500 50536 R&M: Equipment	8,500	0	8,500	3,164.00	.00	5,336.00	37.2%
TOTAL Other Public Works	521,500	0	521,500	363,290.45	.00	158,209.55	69.7%
16030500 Health Officer							
16030500 50102 Department Head	5,268	-5,268	0	.00	.00	.00	.0%
16030500 50202 Workers compensa	132	-132	0	.00	.00	.00	.0%
16030500 50210 Maine State reti	527	-527	0	.00	.00	.00	.0%
16030500 50230 FICA taxes	403	-403	0	.00	.00	.00	.0%
16030500 50301 Office supplies	150	-150	0	.00	.00	.00	.0%
TOTAL Health Officer	6,480	-6,480	0	.00	.00	.00	.0%
16060500 Library							
16060500 50102 Department Head	54,089	0	54,089	37,574.78	.00	16,514.22	69.5%

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16060500 50104 Non Supervisory	99,049	0	99,049	66,102.32	.00	32,946.68	66.7%
16060500 50201 Unemployment Cos	1,508	0	1,508	597.00	.00	911.00	39.6%
16060500 50202 Workers Comp Ins	663	0	663	817.61	.00	-154.61	123.3%
16060500 50210 MEPRS - Employee	12,394	0	12,394	8,591.84	.00	3,802.16	69.3%
16060500 50220 Health Insurance	70,173	0	70,173	45,085.29	.00	25,087.71	64.2%
16060500 50230 FICA Employer Co	11,716	0	11,716	7,306.56	.00	4,409.44	62.4%
16060500 50301 Office Supplies	3,700	0	3,700	1,546.39	.00	2,153.61	41.8%
16060500 50302 Operating suppli	39,468	0	39,468	15,459.97	628.23	23,379.80	40.8%
16060500 50303 Other Supplies	0	0	0	97.30	.00	-97.30	100.0%
16060500 50305 Books and Period	0	0	0	973.62	.00	-973.62	100.0%
16060500 50306 Postage	2,112	0	2,112	893.25	.00	1,218.75	42.3%
16060500 50308 Printing	550	0	550	.00	569.00	-19.00	103.5%
16060500 50352 Cell Phone/Allow	420	0	420	350.00	.00	70.00	83.3%
16060500 50401 Professional Dev	550	0	550	.00	.00	550.00	.0%
16060500 50402 Dues and Members	200	0	200	.00	.00	200.00	.0%
16060500 50413 Mileage/ travel	300	0	300	.00	.00	300.00	.0%
16060500 50511 Water usage fees	225	0	225	161.40	.00	63.60	71.7%
16060500 50512 Telephone	1,900	0	1,900	1,129.62	.00	770.38	59.5%
16060500 50513 Sewer Expense	145	0	145	100.80	.00	44.20	69.5%
16060500 50535 Rentals of Equip	550	0	550	210.00	.00	340.00	38.2%
16060500 50536 R&M: Equipment	650	0	650	590.43	.00	59.57	90.8%
TOTAL Library	300,362	0	300,362	187,588.18	1,197.23	111,576.59	62.9%

16061500 PARKS & RECREATION

16061500 50102 Department Head	61,922	0	61,922	42,868.80	.00	19,053.20	69.2%
16061500 50104 Non Supervisory	163,453	0	163,453	110,049.70	.00	53,403.30	67.3%
16061500 50130 Temporary/season	126,310	0	126,310	98,369.13	.00	27,940.87	77.9%
16061500 50140 Overtime	5,819	0	5,819	1,632.07	.00	4,186.93	28.0%
16061500 50201 Unemployment Cos	5,196	0	5,196	597.00	.00	4,599.00	11.5%
16061500 50202 Workers Comp Ins	16,267	0	16,267	19,390.17	.00	-3,123.17	119.2%
16061500 50210 MEPRS - Employee	15,328	0	15,328	7,594.15	.00	7,733.85	49.5%
16061500 50220 Health Insurance	59,007	0	59,007	38,344.43	.00	20,662.57	65.0%
16061500 50230 FICA Employer Co	27,350	0	27,350	18,808.71	.00	8,541.29	68.8%
16061500 50301 Office Supplies	1,200	0	1,200	795.54	.00	404.46	66.3%
16061500 50302 Operating suppli	41,700	0	41,700	22,765.99	.00	18,934.01	54.6%
16061500 50306 Postage	300	0	300	25.48	.00	274.52	8.5%
16061500 50307 Advertising	500	0	500	71.80	.00	428.20	14.4%
16061500 50352 Cell Phone/Allow	420	0	420	210.00	.00	210.00	50.0%
16061500 50355 Co-Ed Softball/F	12,000	0	12,000	6,291.94	.00	5,708.06	52.4%
16061500 50356 Summer Trips	36,000	0	36,000	20,309.13	.00	15,690.87	56.4%

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Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 15
 glytdbud

FOR 2019 08

ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16061500 50357 Sunshine Hill	3,000	0	3,000	2,665.38	.00	334.62	88.8%
16061500 50358 New Programs	8,000	0	8,000	7,888.14	.00	111.86	98.6%
16061500 50359 Officials	3,400	0	3,400	3,085.54	.00	314.46	90.8%
16061500 50375 Gas	5,500	0	5,500	3,218.09	.00	2,281.91	58.5%
16061500 50377 Diesel	1,400	0	1,400	979.53	.00	420.47	70.0%
16061500 50380 Uniforms/safety	500	0	500	.00	.00	500.00	.0%
16061500 50401 Professional Dev	1,200	0	1,200	347.85	.00	852.15	29.0%
16061500 50413 Mileage/ travel	400	0	400	.00	.00	400.00	.0%
16061500 50414 Senior Meals Exp	7,000	0	7,000	3,117.02	232.56	3,650.42	47.9%
16061500 50483 Security System	360	0	360	180.00	.00	180.00	50.0%
16061500 50501 Vehicle Repairs	3,000	0	3,000	2,057.80	.00	942.20	68.6%
16061500 50510 Electricity	300	0	300	156.10	.00	143.90	52.0%
16061500 50511 Water Usage	1,312	0	1,312	545.26	.00	766.74	41.6%
16061500 50512 Telephone	2,800	0	2,800	1,799.26	.00	1,000.74	64.3%
16061500 50513 Sewer Expense	1,000	0	1,000	215.04	.00	784.96	21.5%
16061500 50516 Do not use	0	0	0	59.20	.00	-59.20	100.0%
16061500 50522 Space Rental	2,200	0	2,200	2,008.32	.00	191.68	91.3%
16061500 50536 R&M: Equipment	5,000	0	5,000	1,525.03	.00	3,474.97	30.5%
16061500 50540 R&M Rec Field	0	0	0	.00	133.12	-133.12	100.0%
16061500 50541 Grounds maintena	11,500	0	11,500	7,256.67	-133.12	4,376.45	61.9%
16061500 50542 River Trail main	5,000	0	5,000	2,582.47	207.90	2,209.63	55.8%
16061500 50543 R&M: Green Thumb	4,690	0	4,690	1,687.55	.00	3,002.45	36.0%
16061500 50556 Trash Removal	1,150	0	1,150	734.63	.00	415.37	63.9%
TOTAL PARKS & RECREATION	641,484	0	641,484	430,232.92	440.46	210,810.62	67.1%
16062000 Public Services - Other							
16062000 50442 Transportation s	40,000	0	40,000	30,000.00	.00	10,000.00	75.0%
16062000 50650 Historical Socie	2,000	0	2,000	.00	.00	2,000.00	.0%
16062000 50651 LACO	1,000	0	1,000	.00	.00	1,000.00	.0%
16062000 50652 Memorial Day	1,500	0	1,500	.00	.00	1,500.00	.0%
16062000 50653 MMA	8,500	0	8,500	7,875.00	.00	625.00	92.6%
TOTAL Public Services - Other	53,000	0	53,000	37,875.00	.00	15,125.00	71.5%
17070500 Economic Development							
17070500 50102 Department Head	57,276	0	57,276	39,643.20	.00	17,632.80	69.2%
17070500 50201 Unemployment Cos	248	0	248	99.50	.00	148.50	40.1%

19092000 Capital Projects



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Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

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FOR 2019 08

ACCOUNTS FOR: 1000	General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
19092000 53210	USDA-RD Loan/Gra	0	0	0	51,567.83	.00	-51,567.83	100.0%
	TOTAL Capital Projects	0	0	0	51,567.83	.00	-51,567.83	100.0%
	TOTAL General Fund	16,870,151	0	16,870,151	12,290,081.15	6,542.26	4,573,527.84	72.9%
	TOTAL EXPENSES	16,870,151	0	16,870,151	12,290,081.15	6,542.26	4,573,527.84	



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



To: Lisbon Town Council

Department Monthly Report: February 2019

In the month of February the Fire Department responded to 35 calls for service (includes inspections and various investigations and complaints, such as unpermitted burns). 3 of which were mutual aid calls. One of which was a working structure fire in the Town of Bowdoin. The Department responded to 6 First Responder (Medical) calls and 3 call to assist Lisbon Emergency, with lifting.

The work needed to complete the abatements for the Maine Labor Bureau had been completed, with the exception of first aid training requirements for Public Works. An extension was requested so scheduling could be done. Training is scheduled for March 15th.

We currently have 5 firefighters going through the Firefighter I & II program. Once these firefighters are done, around June, this will give us additional qualified firefighters.

The Truck Committee has been working finalize the specifications to narrow down pricing with the HGAC approved vendors.

I have also met with Assistant Fire Marshal Rich McCarthy, to start developing an inspection program, aiming at multi-family dwellings (3 more units). After this discussion, he told me that the program takes time to develop, to make sure it's a fair and complete program. The current inspection program of the Fire Department (outside of town ordinance requirements) is by complaint or homeowner request.

I also attended the Maine Fire Chief's Legislative Breakfast, held up in Augusta. This is a breakfast with Maine Fire Chiefs and members of the Legislature. Topics of discussion were LR-308 – An Act to Provide Funding for the Retention and Recruitment of Firefighters, LD-353 – An Act to Classify Recovery Residences as One-Family Dwelling for the Purpose of Fire Codes, and the 128th Maine Legislative approved Funding for Training Facilities.

Incident Type	Occurrences
Building Fire	1
Medical assist, assist EMS crew	2
EMS Call, excluding vehicle accident with injuries	5
Motor vehicle accident with injuries	3
Motor vehicle/pedestrian accident (MV Ped)	1
Gas Leak (natural gas or LPG)	1

LIBRARY DEPARTMENT

TOWN COUNCIL /TOWN MANAGER MONTHLY REPORT

February 2019

Adult Books	1,206	Adult DVD's	289
Juvenile Books	1,002	Juvenile DVD's	202
Audio Books	79	Periodicals	147
ILL In	155	ILL Out	214
E-Readers Users	33	E-Reader Downloads	116
Adult Room Count	1,308	Juvenile Room Count	621
Patron Use Computers	358	New Patrons	35
Sat AM Storytime	20	Thursday PM Storytime	19
Legos Club	16	Animation Stop Motion	4
Crafts/Claudia	14	Steam Lab Program	9

*Library was closed February 18, 2019 (Presidents 'Day) & Open late 10 AM 2/13/19 (Snowstorm)

The Library was busy in the month of February. Our statistics show an increase in the patron use computers. Many more Lisbon residents chose to complete their Federal and State taxes on-line this year. Unfortunately, we still have not received the forms or the booklets but we always offer to make photocopies for those patrons who prefer to complete their taxes by hand and send by mail. We were also very busy with a variety of children's programs during the school vacation week.

The Children's Department hosted a "February Fun Day on 2/19/19 that brought 22 children and their families to enjoy a variety of crafts and events that day. They also hosted a Board Game day on 2/22/19. Unfortunately, only two children attended this event. Many families visited the library to check out DVD's and books that week. The Children's Services staff visited the MTM Center on 2/11/19 for the last session of the "After School Program." Twelve children participated in this event. We will work with the Recreation Department again this summer to offer their participants a Summer Reading Program.

Children's Services Librarian, Bill Meakin and I assessed the shelving needs in the Children's Room in February. I "weeded" the "Board Books" to ensure the collection meets the needs of the very young (Birth-2 years) patrons. We were able to move that shelving unit to a better location. This has given us the wall space we need to expand the "Picture Book Collection." The Town Manager has given me permission to order another single-sided metal shelving unit to expand the "Picture Books Collection." We will have every collection in place and ready for the 2019 Summer Reading Program scheduled to "kick-off" on June 25, 2019.

Respectfully submitted,
Diane Nadeau, Library Director



TOWN OF LISBON

Mark Stevens

Lisbon Parks & Recreation Director

18 School Street

Lisbon Falls, ME 04250

(207) 353-2289

mstevens@lisbonme.org

TO: Diane Barnes; Town Manager

SUBJECT: Monthly Report, February 2019

DATE: March 13, 2019

In recent months room 10 of the MTM Center has become home to a local jam session. Buddy Campbell and Burt White came to see me about playing guitar in the senior's room on Monday nights. Several people from around the area come and set up their music stands and play their favorite songs from 50's, 60's and occasional 70's. The word has gotten out, and spectators are coming to watch and listen.



Our Department is in the process of accepting applications for summer employment.

Our annual brochure is in the process of being created. Our goal is to have it in distribution by April 1st. Online Registration has begun for our summer day camps.

We began selling individual and family passes for Beaver Park in February, a full month ahead of last year.

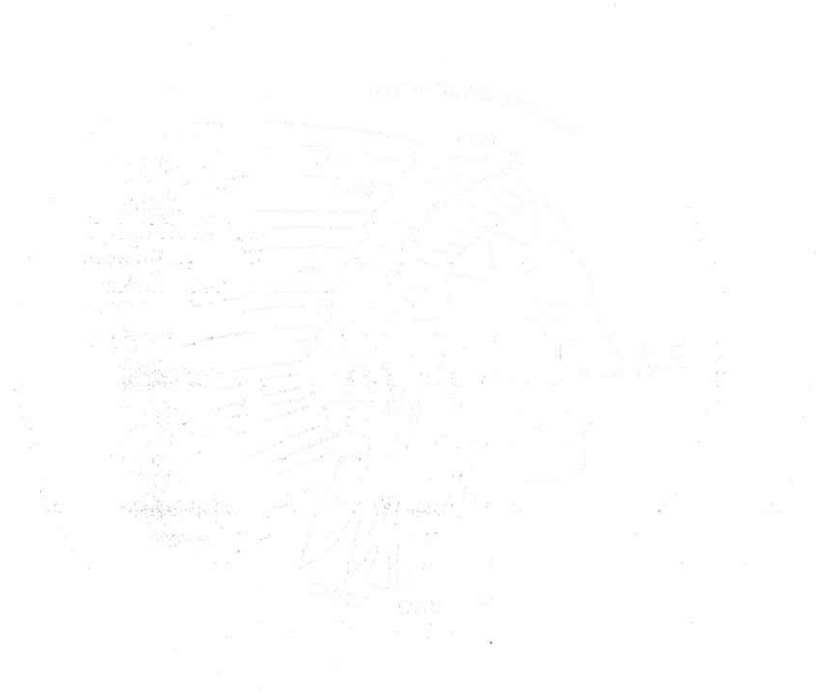
The Conservation Commission has been working on developing a town wide composting program.

We had a several good weeks of groomed cross country ski trails this winter at Beaver Park. Wesely and Cherie have been looking at upgrading our groomer.

I reported in January the ice rink behind MTM has been an improvement this year due to the 2 inch water line being installed. We will need to do some leveling of the area to make flooding even better for next year. We can do this when we remove the walkway this summer.

The sub-committees continue to work autonomously on all facets of the festival. All sponsorships letters have gone out and sponsorship funds are coming in. We've noticed an increase in new sponsorships and have currently collected from 19

businesses already. (21 last year) New sponsors include Roopers and Maloy's Yard Care, and Edgewater Financial to name a few. New events include Little Miss Moxie Pageant to be held prior to the festival, a Sunday Movie night sponsored in part by Five County Credit Union (a new sponsor), and a Chalk Art Contest. Vendor applications have gone out with new fee structure and school groups have already submitted applications. We have a couple of new things brewing that will surely surprise everyone! Julie-Ann has been living and breathing Moxie the past several weeks and has been doing great work.





Lisbon Police Department

A Community Policing Agency

300 Lisbon St.
Lisbon, ME 04250

Marc R. Hagan
Chief of Police

March 2019 Report to Council Police Department

In the month of February, the Lisbon Police Department received or responded to 861 calls for service. A total of 50 investigations were initiated, and there were 12 motor vehicle crashes. 21 persons were arrested, or issued criminal/civil summonses, and there were 194 traffic stops.

In the month of February the police department rolled out two new programs to our community: The first was the **"Developmental Disability Registration Program"**. The reasoning behind this program is to address a need to better serve a segment of our population. Sometimes first responders receive requests for assistance where a person with a developmental disability has gone missing, or is in crisis, and the caller does not have adequate information under duress to completely advise responders of potential triggers that could further agitate or scare the person in crisis. Without this information first responders sometimes will inadvertently cause the situation to escalate simply by the manner of their approach to the scene or individual. In an effort to alleviate these types of scenarios we would like to gather some information that may help all involved before a crisis occurs. The registration form collects information about a person's tendencies, triggers, and any other information that the caregiver thinks the police department should be aware of. The information will be secure here at the police department, within easy access of Lisbon's first responders, should any assistance become necessary. This program is available for any person who either: *resides, *receives services, *attends school, or *works in the Town of Lisbon. It should be noted that Officer Shawn Kelly proposed this program after attending a recent training on serving persons with developmental disabilities.

The second program that we are now offering is a **Wanderer's Registration Program**. Again, under duress people often do not recall certain pieces of information that may be helpful to first responder's, or perhaps have a picture immediately available of a loved one who has wandered away. In an effort to have information readily available, we are now offering this program to better assist our emergency responders in locating and communicating with people that are prone to wander due to Autism, Alzheimer's, Dementia or other mental/medical conditions. Interested persons for either program can stop in at the police department, 300 Lisbon Street, and request a form, or download the registration form from the police department website. Once completed, the forms are kept securely here at the police department.

The police department also conducted a **workplace violence training** class for all municipal employees during the month of February. Officer Jeff Picard instructed the class which provided employees with information and suggestions on how to respond/react were such an incident to occur. It is hoped that Lisbon municipal employees will never be placed in a situation where workplace violence will be an issue. We believe however that the information provided will undoubtedly save lives and injuries should such an incident occur. Thank you.

Marc R. Hagan
Chief of Police

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER
FROM: RANDY CYR
SUBJECT: FEBRUARY 2019 MONTHLY REPORT
DATE: MARCH 8, 2019

Public Works – February was a month when we received what seemed like one storm a week. The staff spent almost as much time doing maintenance and cleaning of the equipment each week as they spent on the roads plowing. This left little time to work on other areas of concern. Besides their normal daily duties they were able to fit in a couple days to prep for and do snow removal and were able to work on the unpaved portions of Park Street and Pinewoods Road several times putting out gravel and leveling it with the loader.

We hired a new employee for the driver/laborer position Nick, and of course hired a new Public Works Director a real nice guy Randy Cyr. Also interviewed and filled the position for Chief Mechanic which will start soon as possible. Also interviewed and offered a Driver/Laborer job and are waiting on background and drug testing results before starting this new individual. The staff of the Transfer Station and also two employees of the school department have been an enormous help with assisting with winter operations when they are called upon. We performed snow removal to Main St in the falls as well as School, Maple, and Union St causing damage to Haggerty Reality's building.

Transfer Station - Below is a summary of the items shipped during the past month.

<u>Item</u>	<u>Tonnage</u>
Single Stream	6
Trash	184.06
Bulky Waste	23
Wood	13.89
Brush	0
Compost	0
Waste Gas	0 Gallons
Freon	0 units
Tires	3
Cardboard	20.5 @\$50/ton = \$1,025.00 Revenue
Mixed Paper	19.14 @ \$30/ton = \$583.50 Cost

MEMORANDUM FROM THE SEWER SUPERINTENDENT

TO: DIANE BARNES, TOWN MANAGER
FROM: STEVE AIEVOLI
SUBJECT: FEBRUARY 2019 MONTHLY REPORT
DATE: MARCH 15, 2019

Below is a summary of the activities beyond the typical sewer system and treatment plant maintenance completed this month.

- The 400amp main breaker at the Davis Street Pump Station failed and was replaced as an emergency repair.
- Replaced the Septage tank blower motor.
- The Septage pump had an internal wiring issue so the motor was rebuilt. When the pump was removed, we found a hole in the pump volute so the impeller and volute was replaced
- Rt. 196 Pump Station Generator had a battery charging issue. The alternator was rebuilt and the batteries were replaced.
- Replaced the mechanical on pump #3 at the Davis Street Pump Station
- Repaired a hydraulic leak on the bucket/boom truck
- Plowed the treatment plant and pump stations during and after the storms
- Built and installed shelving in the Administration Building Garage

Please contact me if you have any questions.

MARCH 2019

CLERK & ELECTION DEPARTMENT

TWILA LYCETTE, CCM/CMC/MMC

Preparation has begun for the School Budget Validation Referendum and Special Municipal Election in June. The municipal referendum and school budget time lines were created, the ad went in to the Sun Journal for the Municipal Referendum on the proposed charter change, and the April 2 public hearing was posted at the post offices. The facilities application has been submitted to reserve the gym at the Lisbon High School. Draft Warrants and Notice of Election documents were prepared.

Monthly reports for vitals and dogs were completed, balanced, and checks mailed. New voters were added, voter change of address cards, and those who have moved out of town were processed, scanned, and filed. We scanned and/or pulled cards to file in the deleted box. Our department processed a couple of FOA records requests. Letters were mailed out to new dog owners reminding them to license their new pets. We processed a couple pole permits.

We proofed codification updates and filed supplement pages in our Code books on site.

We received our restoration project volumes back from Kofile. They look amazing as usual. We received our digital copy of these vitals from them as well. Our budgets were completed and presented to the Town Manager, including capital projects.

The Council Calendar on the website was updated with budget workshop information..

The town report is 95 % complete. Pictures were gathered and individual reports were imported into the page plus program. Proofing is ongoing. Printing vendor addresses and phone numbers were compiled.

The Planning Board and Appeal Board minutes are being prepared for binders. We processed a couple Medical Marijuana Establishment applications, liquor licenses, approved a few games of chance applications, and sent Food Vendors & Restaurants their renewal Victualer's reminders.

Our Assistant registered for four MMA Workshops. We scanned vital records into the new Electronic Records system. I confirmed the next State Archive Advisory Board meeting will be April 22 in Augusta.. This board is in the process of getting legislation passed to improve the States Records Program. .

A list of food establishments were given to the Health Officer to be inspected. Mobile Home Park renewal applications were mailed. They are coming back nicely and should be ready for the April 16 Council meeting for approval. Council meeting minutes were taken, transcribed, and posted online at www.lisbonme.org.

Respectfully submitted, Twila Lycette

Lisbon Emergency's Average Time from Dispatch to On Scene

time are in minutes

	Bowdoin	Durham	Lewiston	Lisbon/Fall	Topsham	Sabattus	Auburn
Jul-18	17.22	12.30	17.00	10.30			
Aug-18	18.76	13.20	13.74	7.76		20.00	
Sep-18	17.37	12.00	17.99	8.47			12
Oct-18	16.85	12.04	10.50	9.84	10.68	9.00	
Nov-18	16.87		9.60	8.26			
Dec-18	16.82		10.01	7.73		6.23	
Jan-19	20.12	12.50	16.59	8.42		12.00	
Feb-19	20.88	13.33	13.57	8.51		10.90	
Mar-19							
Apr-19							
May-19							
Jun-19							

Call Volume by Towns

	Bowdoin	Durham	Lewiston	Lisbon/Fall	Topsham	Sabattus	Misc	Total
Jul-18	17	3	8	79		1	1	109
Aug-18	8	3	1	65		1		78
Sep-18	11	0	4	69	0	2	2	88
Oct-18	9	2	3	64	1	1	1	81
Nov-18	15	0	3	59	0	0	0	77
Dec-18	14	0	3	67	0	1	0	85
Jan-19	14	1	3	69			2	89
Feb-19	16	2	6	52		3		79
Mar-19								
Apr-19								
May-19								
Jun-19								

Year Total 686

Budget is based on 1010 calls year; 84 calls month

+/- Call Volume -14

Level of Care Staff at

Month	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Paramedic	48					
Advanced	16					
EMT	0					

LISBON EMERGENCY INC
AR Monthly Summary

Company Code	LISBON EMERGENCY INC
Entered Date	07/01/2018
Entered Date	02/28/2019

	Beginning Balance	Gross Charges	Contractual Obligations	Net Charges	Payments Received Provider	Payments Received Client	Refunds	Net Payments	Write-Offs	Adjustments	Ending Balance
Jul-18	\$146,700.95	\$63,968.05	(\$36,858.65)	\$27,107.40	(\$8,648.94)	(\$20,001.20)	\$0.00	(\$28,650.14)	\$0.00	\$1.00	\$145,159.21
Aug-18	\$145,159.21	\$59,871.20	(\$26,376.69)	\$43,294.51	(\$10,849.47)	(\$19,214.93)	\$175.00	(\$29,889.40)	\$0.00	\$47.28	\$158,611.58
Sep-18	\$158,611.58	\$52,153.80	(\$29,183.84)	\$22,969.86	(\$6,473.27)	(\$17,120.87)	\$367.19	(\$23,227.05)	\$0.00	\$6.40	\$158,360.89
Oct-18	\$158,360.89	\$109,970.80	(\$44,069.15)	\$65,901.65	(\$14,114.30)	(\$23,068.87)	\$344.90	(\$36,838.27)	(\$31,966.11)	\$322.65	\$155,780.81
Nov-18	\$155,780.81	\$87,179.40	(\$40,183.66)	\$26,995.74	(\$13,682.04)	(\$20,658.91)	\$89.52	(\$34,251.43)	\$0.00	\$747.05	\$149,272.17
Dec-18	\$149,272.17	\$33,178.00	(\$19,917.88)	\$13,260.14	(\$6,870.45)	(\$13,073.58)	\$0.00	(\$19,944.01)	\$0.00	\$0.00	\$142,588.30
Jan-19	\$142,588.30	\$104,790.20	(\$21,381.10)	\$83,429.10	(\$5,950.80)	(\$11,669.07)	\$0.00	(\$17,619.97)	\$0.00	\$348.40	\$208,745.83
Feb-19	\$208,745.83	\$53,555.80	(\$35,556.37)	\$28,000.43	(\$9,593.86)	(\$17,212.27)	\$0.00	(\$26,806.23)	\$0.00	\$0.00	\$209,940.03
	\$584,465.25		(\$253,506.32)	\$310,958.93	(\$76,183.33)	(\$142,019.78)	\$976.61	(\$217,226.50)	(\$31,966.11)	\$1,472.76	

TRANSACTION JOURNAL SUMMARY

Transaction Date	07/01/2018
Transaction Date	02/28/2019
Company Code	LISBON EMERGENCY INC
Month Start	2/1/2019

AR Previous Balance:

\$208,745.83

Charges	Emergent	YTD	Non-Emer	YTD	Count	
	2,110.40	3,328.20	0.00	1,173.20	4	2,110.40
Attorney / In Care Of	0.00	7.25	0.00	0.00	0	0.00
Bluecross	2,079.80	37,241.00	0.00	0.00	2	2,079.80
Intercept	0.00	400.00	0.00	0.00	0	0.00
Medicare	35,159.20	309,210.20	0.00	3,734.40	37	35,159.20
Medicaid	13,710.40	79,998.00	923.00	4,841.40	17	14,633.40
Other / Commercial	7,244.00	77,870.00	0.00	776.00	11	7,244.00
Patient	2,329.00	45,535.60	0.00	175.00	4	2,329.00
WORKMANS COMP	0.00	175.00	0.00	0.00	0	0.00
	62,632.80	553,765.25	923.00	10,700.00	75	63,555.80
Payments	Emergent	YTD	Non-Emer	YTD		Total
Attorney / In Care Of	0.00	-7.25	0.00	0.00		0.00
Bluecross	0.00	-304.23	0.00	0.00		0.00
Bluecross	-547.04	-11,162.80	0.00	0.00		-547.04
Intercept	0.00	-400.00	0.00	0.00		0.00
Medicare	-13,366.33	-91,707.27	0.00	-1,281.52		-13,366.33
Medicaid	-3,065.98	-36,946.85	0.00	-715.67		-3,065.98
Other / Commercial	-5,440.69	-43,367.37	0.00	-686.47		-5,440.69
Patient	-4,386.19	-31,492.43	0.00	0.00		-4,386.19
WORKMANS COMP	0.00	-131.25	0.00	0.00		0.00
	-26,806.23	-215,519.45	0.00	-2,683.66		-26,806.23
Refunds	Emergent	YTD	Non-Emer	YTD		Total
Medicare	0.00	44.90	0.00	0.00		0.00
Other / Commercial	0.00	264.52	0.00	0.00		0.00
Patient	0.00	667.19	0.00	0.00		0.00
	0.00	976.61	0.00	0.00		0.00
Adjustments	Emergent	YTD	Non-Emer	YTD		
Bluecross	0.00	-1.74	0.00	0.00		0.00
Bluecross	-1,583.00	-16,458.30	0.00	0.00		-1,583.00
Medicare	-26,038.64	-163,830.48	0.00	-2,126.59		-26,038.64
Medicaid	-6,066.39	-58,755.83	0.00	-1,908.93		-6,066.39
Other / Commercial	-1,692.34	-4,306.28	0.00	-418.38		-1,692.34
Patient	-175.00	-3,539.28	0.00	-644.00		-175.00
WORKMANS COMP	0.00	-43.75	0.00	0.00		0.00
	-35,555.37	-246,935.66	0.00	-5,097.90		-35,555.37

02/28/19

TRANSACTION JOURNAL SUMMARY

Page 2 of 2

Collections Write Off	YTD	-31,966.11	Total	0.00
Accounts Receivable Change				1,194.20
AR Ending Balance:				\$209,940.03

11:33 AM

03/18/19

Cash Basis

Lisbon Emergency, Inc.
Profit & Loss Budget vs. Actual
 July 2018 through February 2019

	Jul '18 - Feb 19	Budget
Ordinary Income/Expense		
Income		
1001 · Ambulance Income	219,018.96	236,666.64
1002 · Charitable Donations	54.00	133.36
1003 · Interest Income	678.01	266.64
1004 · Event Coverage & CPR Classes	1,969.33	3,000.00
1005 · Fundraising Income	0.00	333.36
1008 · Miscellaneous Income	0.00	0.00
1011 · Town of Bowdoin Income	31,491.57	31,491.57
1012 · Town of Lisbon Income	95,913.36	95,913.36
Total Income	349,125.23	367,804.93
Gross Profit	349,125.23	367,804.93
Expense		
2100 · 42 Village Expenses		
Repairs & Maintenance		
2110 · Building Supplies		
2110a · Bottle Water	114.65	256.00
2110 · Building Supplies - Other	435.69	666.64
Total 2110 · Building Supplies	550.34	922.64
2121 · Building Service Contracts	137.09	400.00
2122 · Landscaping and Plowing	2,082.99	2,400.00
2123 · Building Repairs & Maintenance	5,365.85	3,000.00
2124 · Trash Removal	400.47	366.64
Repairs & Maintenance - Other	40.87	
Total Repairs & Maintenance	8,577.61	7,089.28
Utilities		
2131 · Cable TV, Internet, Telephone	1,323.86	1,333.36
2132 · Electricity	1,619.84	1,200.00
2133 · Heating Oil	2,602.55	2,000.00
2134 · Propane	0.00	266.68
2135 · Water & Sewer	438.40	483.36
Total Utilities	5,984.65	5,283.40
Total 2100 · 42 Village Expenses	14,562.26	12,372.68
2150 · P.R. & Community Outreach	46.00	133.36

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Cash Basis

Lisbon Emergency, Inc.
Profit & Loss Budget vs. Actual
 July 2018 through February 2019

	Jul '18 - Feb 19	Budget
2200 · Bank Fees		
2210 · Interest Expense	4,676.01	
2200 · Bank Fees - Other	70.00	30.00
Total 2200 · Bank Fees	4,746.01	30.00
2250 · Credit Card Fees		
2300 · Employee	1,105.37	
2310 · Education & Training	1,216.63	800.00
2320 · Employee Benefits & Gifts	516.00	400.00
2330 · Payroll		
2331 · Agency Payments	4,832.95	
2335 · Payroll Processing Fees	1,300.65	
2336 · Payroll Taxes	51,727.79	
2337 · Wages & Salaries	143,911.78	
2330 · Payroll - Other	161.06	234,640.32
Total 2330 · Payroll	201,934.23	234,640.32
2340 · Stipends		
2345 · Sport/Event Coverage	402.50	
2340 · Stipends - Other	294.00	500.00
Total 2340 · Stipends	696.50	500.00
2350 · Uniforms	721.17	533.32
2300 · Employee - Other	122.00	
Total 2300 · Employee	205,206.53	236,873.64
2360 · Infection Control		666.68
2400 · EMS Operations		
2410 · ALS Intercept Fees	4,650.00	5,336.00
2420 · Dispatching	3,750.00	3,666.68
2430 · Medical Equipment		
2431 · Medical Equip PM & Service Con	682.99	916.64
2432 · EMS Equipment	392.42	
2433 · Ambulance Medication Cost	262.84	400.00
2430 · Medical Equipment - Other	2,038.00	
Total 2430 · Medical Equipment	3,376.25	1,316.64
2440 · Medical Supplies		
2441 · Medical Oxygen	1,454.67	1,266.68
2442 · Medical Supplies	4,746.64	5,666.68
2440 · Medical Supplies - Other	493.01	
Total 2440 · Medical Supplies	6,694.32	6,933.36

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Cash Basis

Lisbon Emergency, Inc.
Profit & Loss Budget vs. Actual
 July 2018 through February 2019

	Jul '18 - Feb 19	Budget
2450 · Monthly Billing Fees	13,332.14	13,920.00
2460 · Radio's, Pager, & Equipment	724.32	400.00
2470 · Vehicle expenses		
2471 · Registration & Inspection	0.00	916.68
2472 · Vehicle Repair & Maintenance		
401 · 401 Repairs	3,721.80	
44 · 44 Repairs	1,413.15	
Old 401 · Old 401 Repairs	0.00	
2472 · Vehicle Repair & Maintenance - Other	53.00	7,333.32
Total 2472 · Vehicle Repair & Maintenance	5,187.95	7,333.32
2473 · Vehicle Fuel		
F401 · 401 Fuel	1,549.52	
F403 · F44 - New Ambulance Fuel	4,712.20	
2473 · Vehicle Fuel - Other	0.00	5,733.32
Total 2473 · Vehicle Fuel	6,261.72	5,733.32
2470 · Vehicle expenses - Other	28.97	
Total 2470 · Vehicle expenses	11,478.64	13,983.32
Total 2400 · EMS Operations	44,005.67	45,556.00
2474 · Reimbursement for Mileage	37.67	466.68
2500 · Office		
2510 · Computer	1,333.73	466.68
2515 · Hipaa compliance	175.00	
2520 · Office Supplies	273.35	1,066.68
2530 · Postage	105.00	123.32
Total 2500 · Office	1,887.08	1,656.68
2600 · Professional Fees		
2610 · Accountant Fees	500.00	525.00
2620 · Insurance Expense		
2621 · Business Auto Insurance	5,608.00	3,000.00
2622 · Liability Insurance	1,853.00	5,332.00
2623 · Workman's Comp. Insurance	4,562.00	8,000.00
2620 · Insurance Expense - Other	1,058.00	
Total 2620 · Insurance Expense	13,081.00	16,332.00
2630 · Legal Fee	1,335.00	366.68

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Cash Basis

Lisbon Emergency, Inc.
Profit & Loss Budget vs. Actual
July 2018 through February 2019

	Jul '18 - Feb 19	Budget
2640 · Licenses & Permits	395.00	1,066.68
2650 · Service Licenses	48.57	
Total 2600 · Professional Fees	15,359.57	18,290.36
2700 · Fundraiser Expenses		
2710 · Inside Fundraising Expense	0.00	333.32
Total 2700 · Fundraiser Expenses	0.00	333.32
2810 · Misc. Expense	-3.35	
66900 · *Reconciliation Discrepancies	98.81	
Total Expense	287,102.62	316,379.40
Net Ordinary Income	62,022.61	51,425.53
Net Income	62,022.61	51,425.53

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Cash Basis

Lisbon Emergency, Inc.
Balance Sheet
As of February 28, 2019

	Feb 28, 19
ASSETS	
Current Assets	
Checking/Savings	
1050 · TD Bank	6,879.07
1100 · LCCU Checking	11,264.94
1110 · LCCU Savings	1,379.11
1115 · LCCU Capital Savings	40,730.09
1120 · LCCU Money Market	85,493.31
1150 · Androscoggin Bank	7,431.84
Total Checking/Savings	153,178.36
Total Current Assets	153,178.36
Fixed Assets	
Accumulated	
Accum Depr Building	-58,206.00
Accum Depr Leasehold Improvemen	-46,315.00
Accum Depr Machinery & Equipmen	-272,773.00
Accum Depr Motor Vehicles	-26,020.00
Total Accumulated	-403,314.00
Fixed Assets	
Building	218,267.00
Leasehold Improvements	63,440.00
Machinery and Equipment	342,451.83
Motor Vehicles	149,900.00
12500 · Medical Equipment	2,414.50
Total Fixed Assets	776,473.33
Total Fixed Assets	373,159.33
TOTAL ASSETS	526,337.69
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
1401 · WEX	583.66
Total Credit Cards	583.66
Other Current Liabilities	
1201 · Village Street Loan	87,914.87
1205 · 401 Loan	32,343.69
1206 · 44 Loan	59,516.79
Total Other Current Liabilities	179,775.35
Total Current Liabilities	180,359.01
Total Liabilities	180,359.01
Equity	
32000 · Unrestricted Net Assets	283,956.07
Net Income	62,022.61
Total Equity	345,978.68
TOTAL LIABILITIES & EQUITY	526,337.69