



# Town of Lisbon

A Great Place To Live And Do Business!

300 Lisbon Street, Lisbon, Maine 04250 // (207) 353-3000 // [www.lisbonme.org](http://www.lisbonme.org)



## Administrative Staff

### Town Manager

Stephen G. Eldridge

### Finance Director

Jessica Maloy

### Police Chief

David Brooks

### Fire Chief

Sean Galipeau

### Public Works Department

Ryan Leighton, Director  
Elwood Beal, PW Op. Manger  
Steve Aievoli, Sewer Op. Manager  
Marcel Obie, T&R Op. Manager

### Town Clerk

Twila Lycette

### Code Enforcement Officer

Dennis Douglass

### Library Director

Diane Nadeau

### Recreation Director

Mark Stevens

### Park Ranger

Verla Brooks

# 2012-2013

# Annual Report



## Lisbon Area Christian Outreach (LACO)

[www.lacopantry.org](http://www.lacopantry.org)

Hours:	Wednesday	6:00 PM - 8:00 PM
	Thursday	10:00 AM - 12:00 PM
	Saturday	8:00 AM - 10:00 AM

LACO is a non-profit organization, founded in 1985 beginning with the efforts of several area churches. It is sponsored by churches of various denominations located in the Lisbon, Durham, and Bowdoin communities.

LACO is administered by an all-volunteer Board of Directors that provides leadership and decision making for the organization. Members of the Board include clergy, parishioners, and community members.

LACO Food Pantry is located at the Marion T. Morse (MTM) Community Center, 18 School Street, Lisbon Fall. The food pantry serves as a supplement for those needing assistance in the battle to prevent hunger. Each visit provides a family with a week's supply of food. During 2011, LACO services provided more than 2,000 families a weeks worth of food.

Also located at MTM Community Center is a clothing bank. LACO welcomes anyone in need to visit and take as much or as little as they need.

LACO received the 2013 Spirit of America Foundation Tribute for commendable community service.



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# Department Directory

LOCATION	HOURS	CONTACT INFO.
Town Office 300 Lisbon Street Lisbon, ME 04250	Mon. - Thurs. 8:30 AM - 4:30 PM Friday 8:30 AM-5:00 PM	Phone: (207) 353-3000 Fax: (207) 353-3007
Superintendent's Office 19 Gartley Street Lisbon, ME 04250	Monday - Friday 7:30 AM - 4:00 PM	Phone: (207) 353-6711 Fax: (207) 353-3032
Public Works Department 300 Lisbon Street Lisbon, ME 04250	Mon. - Thurs. 8:30 AM - 4:30 PM Friday 8:30 AM-5:00 PM	Phone: (207) 353-3000 Extension: 117 Fax: (207) 353-3007
Sewer Department 300 Lisbon Street Lisbon, ME 04250	Mon. - Thurs. 8:30 AM - 4:30 PM Friday 8:30 AM-5:00 PM	Phone: (207) 353-3000 Superintendent Ext.: 116 Billing Clerk Ext.: 107
Treatment Plant 744 Lisbon Street Lisbon Falls, ME 04252	Monday - Friday 6:30 AM - 3:00 PM	Phone: (207) 353-3013
Transfer Station 14 Capital Avenue Lisbon Falls, ME 04252	Tues. - Friday 7:30 AM - 4:00 PM Saturday 7:00 AM - 3:00 PM	Phone: (207) 353-3009
Library 28 Main Street Lisbon Falls, ME 04252	Mon.,Wed.-Fri.9:00 AM - 5:00 PM Tuesday 9:00 AM - 7:00 PM Saturday 9:00 AM - 2:00 PM	Phone: (207) 353-6564
Recreation Department 18 School Street Lisbon Falls, ME 0252	Monday - Friday 8:30 AM - 4:30 PM	Phone: (207) 353-2289 Fax: (207) 353-2749
Parks Department 37 Cotton Road Lisbon, ME 04250	Monday - Sunday 7:00 AM - Sunset	Phone: (207) 353-9079 Fax: (207) 353-3007
Water Department 639 Lisbon Street Lisbon Falls, ME 04252	Monday - Friday 8:00 AM - 4:00 PM	Phone: (207) 353-3020

# Boards & Committees

## TOWN COUNCIL

Roger Bickford	2013
Fern Larochele, Jr., Chair	2013
Gina Mason	2013
Lisa Ward, Vice Chair	2014
Mark Lunt	2015
Gregg Garrison	2015
Dillon Pesce	2015

## SCHOOL COMMITTEE

Fern Larochele & Dillon Pesce, Liaisons

Traci Austin, Chair	2013
George Caron	2013
Marcey Crosskill	2014
Pete Herbert Reed	2015
Kathi Yergin, Vice Chair	2015

## ASSESSMENT REVIEW BOARD

Gregg Garrison, Liaison

Clyde Cavender, Chair	2013
Vacant	2013
Richard Long	2014
Miriam Morgan-Alexander	2015
Vacant	2015

## FINANCE COMMITTEE

Est. Sept. 2012 Code Book Sec 2-507

Donald Fellows ( <i>resigned</i> )	2014
Fern Larochele	2014
Lori Pomelow, Alt	2014
Michael Bowie, Alt	2015
Chris Rugullies	2015
Miriam Morgan-Alexander	2015
Norma Wells	2016
Charlie Smith	2016

## BOARD OF APPEALS

Gregg Garrison, Liaison

Kyle Murcin ( <i>resigned</i> )	2013
Shaun Carr	2013
Miriam Morgan-Alexander, Chair	2013
Joshua Holmes ( <i>resigned</i> )	2013
Tyler Golletti	2013
Calvin Beaumier	2014
Janet Tuttle	2014
Kevin Coughlin	2015
Bruce Marshall	2015

## CONSERVATION COMMISSION

Lisa Ward, Liaison

Calvin Beaumier, Chair	2013
Vacant	2013
Vacant	2014
Peter Lacy, Alt ( <i>resigned</i> )	2014
Vacant, Alt	2014
Carroll Curtis	2015
Vacant, Alt	2015
Vacant	2015

## ETHICS PANEL

Lisa Ward, Liaison

Deborah Danuski (School Appointed)	2013
David Bowie, Chair (Council Appointed)	2014
Tom Whitney, Alt (Council Appointed)	2014
Lorraine Wight, Alt. (School Appointed)	2015
Ross Cunningham (Council Appointed)	2015

## LIBRARY GOVERNING BOARD

Mark Lunt, Liaison

Richard Golden, Chair	2013
Ralph Day	2013
Robin Tupper	2014
Sally Lunt	2015
Claire Paquette	2015

## MTM CENTER BOARD OF DIRECTORS

Gina Mason, Liaison

Aline Strout	Gordon Curtis
Kenneth Wells	Marty Roop
Vacant	

## PLANNING BOARD

Mark Lunt, Liaison

Donald Fellows, Chair	2013
Jeffrey Ganong	2013
Curtis Lunt, Assoc.	2013
Daniel Nezol	2014
Karen Paradis, Assoc.	2014
James Lemieux	2015
Joshua Holmes	2015

## RECREATION COMMITTEE

Lisa Ward, Liaison

Daniel Leeman	2013
John Golino	2013
Carroll Curtis, Alt.	2014
Heather Skolfield	2014
Mark Tupper	2014
Tim Carville, Chair	2015
William Tapley	2015
Vacant, Alt.	2015
Vacant	2015

## REVOLVING LOAN COMMITTEE

Fern Larochele, Liaison

Brenda Rogers	George Roy
Jessica Maloy	Roger Therriault
Stephen Eldridge	Position 6 Vacant
Position 7 - Vacant	

## TRAILS COMMISSION

Roger Bickford, Liaison

Zachery Henderson ( <i>resigned</i> )	
A. Noyes Lawrence	Richard Nadeau
Joseph Normand	Charlotte Farnum
Jay Raitt	Trish Suthers
	Steve Warren, Chair

## VOTER REGISTRATION APPEALS BOARD

Kevin Kimball, Dem.	Garrett Mason, Rep.
Layne Curtis, Dem. Alt.	Vacant, Rep. Alt.
	Vacant, Chair

## WATER COMMISSION

Roger Bickford, Liaison

William Bauer, Chair	2013
Kenneth Wells	2014
Stanley Doughty, Jr.	2015

# Senate & House Directory



**U.S. Senate District 2**  
**Senator Angus King**  
359 Dirksen Senate Office Building  
Washington, D.C. 20510  
Phone: (202) 224-5344

**U.S. House of Representatives District 2**  
**Congressman Michael Michaud**  
1724 Longworth House Office Building  
Washington, D.C. 20515  
Phone: (202) 225-6306

Augusta Office: (207) 622-8292  
4 Gabriel Drive, Suite 3  
Augusta, ME 04330

Lewiston Office: (207) 782-3704  
179 Lisbon Street  
Lewiston, ME 04240

**Maine State Senate District 17**  
**Senator Garrett Mason**  
312 Ridge Road  
Lisbon Falls, ME 04252  
Phone: (207) 577-1521  
Email: garrettpaulmason@gmail.com

When the Legislature is in session, you can leave a message for Senator Mason by calling the State Senate message phone at 1-800-423-6900 or by calling the office at (207) 287-1505.

**Maine State House of Representative**  
Year-round toll free message center:  
1-800-423-2900

**District 104**  
**Dale Crafts**  
2 Passing Lane  
Lisbon Falls, ME 04252  
Residence: (207) 353-5469  
Business: (207) 729-6565  
Fax: (207) 725-0118  
Cell: (207) 576-4748  
Email: dalecrafts@aol.com  
State House Email:  
RepDale.Crafts@legislature.maine.gov

**District 105**  
**Eleanor M. Espling**  
12 Lewison Road  
New Gloucester, ME 04260  
Residence: (207) 926-6082  
Email: espling2@securespeed.us  
State House Email:  
RepEllie.Espling@legislature.maine.gov



STATE OF MAINE  
OFFICE OF THE GOVERNOR  
1 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0001

Paul R. LePage  
GOVERNOR

February 24, 2014

Town of Lisbon  
300 Lisbon St  
Lisbon, ME 04250

Dear citizens of Lisbon:

As a state, we have taken great strides over the course of the past years.

Growing our economy, decreasing our energy costs, and improving our educational system are the priorities of my administration. Maine needs to create a pro-growth environment that encourages our businesses to create jobs. It is critical that we focus on promoting policies which support and attract new investment. To achieve this, we need to keep taxes low on our families and businesses, and find ways to increase efficiency in government while protecting our most vulnerable citizens.

We have made great progress toward these endeavors. We passed **the largest tax cut in Maine's history**. Two-thirds of Maine taxpayers will get income tax relief, and 70,000 low-income Mainers will no longer pay income tax. My goal is to continue to drive down Maine's income tax.

We are striving to also cut the cost of electricity through our spearheading of a regional effort with Massachusetts, Connecticut and Rhode Island to expand the use of hydropower in Maine. Additionally, Maine is currently one of the fastest states in natural gas expansion.

We have passed legislation that will decrease the cost of health insurance for school districts, allowing more money to be spent in the classroom. Putting students first is important to me. Education is what saved my life, and I want every child in Maine to have the same opportunity I had. With the passage of charter school legislation, hundreds of families now have options for their children.

There's still a lot to do. The recent decision by the legislature to take money from our state's rainy day fund in order to pay revenue sharing in 2015 is fiscally irresponsible. We need government decision makers to act responsibly.

Maine has a great tradition of civic involvement and citizen participation in the decision making process. Thank you for taking the time to become informed and for working with your neighbors to hold government accountable.

It is a pleasure serving as your Governor. If ever I can be of assistance to you or you have any questions or suggestions, I encourage you to contact my office by calling 287-3531 or by visiting our website at [www.maine.gov/governor](http://www.maine.gov/governor).

Sincerely,

Paul R. LePage  
Governor



PRINTED ON RECYCLED PAPER

TTY USERS CALL 711  
[www.maine.gov](http://www.maine.gov)

PHONE: (207) 287-3531 (Voice)

FAX: (207) 287-1034

ANGUS S. KING, JR.  
MAINE

359 DIRKSEN SENATE OFFICE BUILDING  
(202) 224-5344  
Website: <http://www.King.Senate.gov>

**United States Senate**  
WASHINGTON, DC 20510

COMMITTEES:  
ARMED SERVICES  
BUDGET  
INTELLIGENCE  
RULES AND ADMINISTRATION

February 14, 2014

Town of Lisbon  
300 Lisbon Street  
Lisbon, Maine 04250

Dear Friends,

Since arriving to the U.S. Senate last January, I have been looking for ways to provide Mainers with improved access to federal services through the use of digital technology and on the ground outreach initiatives. Maine is a rural state and I know that traveling to our offices can present both logistical and financial challenges.

To help overcome those obstacles, I launched our signature **Your Government Your Neighborhood** outreach program in June 2013. Every other week members of my staff in Maine travel to different towns – ensuring that all 16 counties are served each month - to hold constituent office hours for local residents.

Over the past eleven months my work in Washington has been largely shaped by the four committees that I serve on: Armed Services, Intelligence, Budget, and Rules. These appointments allow me to engage on issues important to Maine and help craft legislation before it comes to the Senate floor. On the Armed Services Committee I work with my colleagues to honor our obligations to members of our armed forces both past and present, as well as ensure the continued strength, efficiency, and sustainability of our military. On the Intelligence Committee I work to effectively mitigate security threats facing our country while also establishing measures to guarantee that the privacy rights of U.S. citizens are protected. On the Budget Committee, I am working to ensure that necessary spending is tempered with fiscal responsibility, and my position on the Rules Committee allows me to push for procedural reforms that remove institutional inefficiencies and help move the country forward.

I am tremendously grateful for the opportunity to serve you and determined to keep you informed of my activities in Maine and Washington. As always, I welcome any thoughts, questions, or concerns that you may have. You can visit my website at <http://www.king.senate.gov> and provide your input there, or call our toll free in state line at **1-800-432-1599**. In addition, our local numbers are as follows: Augusta (207) 622-8292, Presque Isle (207) 764-5124, and Scarborough (207) 883-1588, and Washington D.C. (202) 224-5344.

Sincerely,



ANGUS S. KING, JR.  
UNITED STATES SENATOR

AUGUSTA  
4 Gabriel Drive, Suite F1  
Augusta, ME 04330  
(207) 622-8292

PRESQUE ISLE  
169 Academy Street, Suite A  
Presque Isle, ME 04769  
(207) 764-5124

SCARBOROUGH  
383 US Route 1, Suite 1C  
Scarborough, ME 04074  
(207) 883-1588

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2ND DISTRICT MAINE

WASHINGTON OFFICE  
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WASHINGTON, DC 20515  
PHONE: (202) 225-6306  
FAX: (202) 225-2943

[www.michaud.house.gov](http://www.michaud.house.gov)

Congress of the United States  
House of Representatives  
Washington, DC 20515

COMMITTEES:

VETERANS' AFFAIRS  
RANKING MEMBER

TRANSPORTATION AND INFRASTRUCTURE  
SUBCOMMITTEE ON HIGHWAYS AND TRANSIT  
SUBCOMMITTEE ON RAILROADS, PIPELINES, AND  
HAZARDOUS MATERIALS  
SUBCOMMITTEE ON ECONOMIC DEVELOPMENT, PUBLIC  
BUILDINGS, AND EMERGENCY MANAGEMENT  
SUBCOMMITTEE ON WATER RESOURCES AND ENVIRONMENT

January 2014

Dear Friends:

Last year saw some of the most bitterly partisan political fighting in Washington in recent memory. However, the gridlock in Washington has not slowed my efforts to fight for Maine's businesses and industries on the national and international level. I will continue to visit and speak with Maine's small businesses and manufacturers to hear firsthand about their successes and challenges. This is an important part of my ongoing "Make it in Maine" agenda which consists of initiatives to boost domestic manufacturing and support job growth in our state.

In 2014, it will be my great honor to continue serving our nation's veterans as the Ranking Member of the House Veterans' Affairs Committee. Over the course of the last year, I worked with Representative Jeff Miller (R-Florida), the committee's chairman, to pass a number of bills important to veterans. Some that we passed would reduce the VA's disability claims backlog, help get veterans their compensation faster, and improve training and educational opportunities. One critical measure we advanced through the committee would ensure that all VA programs receive funding a year in advance so no veterans will have to worry about services being disrupted.

While I am proud of these accomplishments, I know there is still so much to do. I will continue to fight for new advances in areas such as veteran employment, veterans' health care, and the ongoing concerns with the VA claims backlog.

I believe Washington is at a crossroads. There are many members of Congress on both sides of the aisle that truly want to get things done for the people they represent. Congress needs to work together to get things done and make Washington work again. I continue to be committed to making that happen, and continue to regularly meet with Democrats, Republicans, and Independents to forge a way forward.

As we move forward into a new year, my highest priority remains ensuring that Mainers receive timely and quality constituent services. Whether you have a specific concern with a federal agency or need help connecting to resources, please don't hesitate to reach out to me at any of my offices. I also encourage you to visit my website ([www.house.gov/michaud](http://www.house.gov/michaud)), where you can email me as well as connect with me on Facebook and Twitter.

Thank you again for the opportunity to represent you in Congress.

With warmest regards,



Michael H. Michaud  
Member of Congress

**BANGOR:**  
6 STATE STREET, SUITE 101  
BANGOR, ME 04401  
PHONE: (207) 942-6935  
FAX: (207) 942-5907

**LEWISTON:**  
179 LISBON STREET, GROUND FLOOR  
LEWISTON, ME 04240  
PHONE: (207) 782-3704  
FAX: (207) 782-5330

**PRESQUE ISLE:**  
445 MAIN STREET  
PRESQUE ISLE, ME 04769  
PHONE: (207) 764-1036  
FAX: (207) 764-1060



## Annual Report to the Town of Lisbon A Message from Senator Garrett Mason

Dear Friends and Neighbors:

Thank you for the opportunity to represent Lisbon in the Senate during the past three years. It has been an honor working on your behalf to make Maine an even better place to live, work and conduct business.

The year began with a difficult task: covering an \$880 million shortfall in the two-year budget that was caused mainly by cost overruns in the MaineCare program. We were able to close this gap without reversing the income tax cuts passed by the previous Legislature, which has benefitted low and moderate-income residents the most. Eliminating those cuts would have represented a big step back for a state that has historically had one of the highest tax burdens in the country. Unfortunately, there were many proposals in the budget that I could not support that ultimately led to my voting against it. The budget included a 10 percent sales tax increase and a 14 percent hike in the meals and lodging tax. Maine's "Circuitbreaker" property tax relief program was replaced with the Property Tax Fairness Credit, which provides smaller refunds for homeowners and renters.

One of the Legislature's most significant achievements this session was finally paying off Maine's massive debt to its hospitals, which totaled \$484 million at the beginning of this past session. Through a joint effort between the Veterans and Legal Affairs Committee and the Appropriations Committee, the Legislature approved a plan that allowed the state to use a revenue bond to pay off the debt and use the proceeds from a renegotiated state liquor contract to pay off the bond. The debt was the result of Medicaid services provided by 39 Maine hospitals for which they were never reimbursed, dating back to 2009. The skyrocketing debt coincided with the State's decision to rapidly expand eligibility for MaineCare. An earlier effort to link paying back Maine's hospitals with enlarging the State's welfare system by expanding MaineCare to 70,000 additional people failed passage.

The Legislature also approved the bipartisan Omnibus Energy Bill, which addresses reducing the cost of energy in Maine, cutting back on greenhouse emissions, and making money available to insulate Maine homes. The enacted law will increase natural gas capacity and improve connection to underserved areas of Maine, provide funding to help companies cut back on greenhouse emissions and give rebates to homeowners who switch from oil to natural gas or other more efficient heating systems, and provide funding to help homeowners improve insulation.

Again, thank you for entrusting me to represent you in Augusta. Please feel free to contact me if you need my help in navigating the state bureaucracy. I can be reached in Lisbon Falls at 577-1521, in Augusta at 287-1505, or by e-mail at [SenGarrett.Mason@legislature.maine.gov](mailto:SenGarrett.Mason@legislature.maine.gov).

Sincerely,

Garrett P. Mason  
State Senator



# HOUSE OF REPRESENTATIVES

2 STATE HOUSE STATION

AUGUSTA, MAINE 04333-0002

(207) 287-1440

TTY: (207) 287-4469

## Dale J. Crafts

2 Passing Lane

Lisbon Falls, ME 04252

Residence: (207) 353-5469

E-mail:

RepDale.Crafts@legislature.maine.gov

January 2014

Dear Friends and Neighbors:

It is an honor and privilege to represent the citizens of <town> in the Maine State Legislature.

The second session of the 126<sup>th</sup> Maine State Legislature has reconvened. We are addressing pieces of legislation carried over from the first session as well as taking up new pieces of legislation. These new pieces are limited by the Constitution to budgetary matters, bills of an emergency nature that received approval by the Legislative Council, and the Governor's bills.

Some topics of legislation pertain to expansion of the State's Medicaid program, welfare reform, amending the current fireworks law, and firearms regulations.

I will continue to advocate that job creation needs to be a priority for the Legislature. I believe that can be accomplished by supporting policies that limit growth in state spending and call for a smaller, more efficient government. I believe this would help improve the business climate in Maine.

I encourage you to visit the Legislature's website at <http://www.maine.gov/legis> for information concerning pieces of legislation that may interest you. ~~If you would like to receive~~ periodic updates about events taking place in the State House and around the State of Maine, please email me you're your request.

Please do not hesitate to contact me with any comments or questions that you may have concerning state government.

Sincerely,

Dale J. Crafts  
State Representative  
District 104



# HOUSE OF REPRESENTATIVES

2 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0002  
(207) 287-1400  
TTY: (207) 287-4469

## Eleanor M. Espling

12 Lewiston Road  
New Gloucester, ME 04260  
Residence: (207) 926-6082  
E-Mail: [espling2@securespeed.us](mailto:espling2@securespeed.us)

February 2014

Dear Friends and Neighbors:

It is a pleasure to serve the residents of District 105 in the Maine Legislature. I am honored that you have entrusted me with this responsibility and I look forward to continuing my second term into the Second Session of the 126th Legislature.

Lawmakers will face extraordinary challenges during the next five months as they work on the many issues that were raised during the First Session of the 126<sup>th</sup> Legislature. I am concerned with the state's fiscal condition, both short term and long term. I am very apprehensive about making long term commitments that will imperil our fiscal health. I also struggle with how to bring some accountability to the Maine State Government welfare system. I have talked with many of you over the past year and regardless of what 'side of the aisle' you are on, a state government that helps those who are truly needy while creating opportunity to find jobs and increase business activity was the one overarching theme I heard loud and clear. Maine taxpayers cannot afford a government that grows beyond its means and I look forward to working with my colleagues from the House and Senate, to ensure that we have an efficient system in place to address this and our many other fiscal challenges.

Citizens want to participate in shaping their futures everyday...not just on Election Day. This makes it difficult when they see a state government that is consistently pursuing policies that do not help its citizens or worse yet, make life in Maine *more* expensive, not less. I will work for a well-balanced state government that will work for all Maine people. This is what I will strive for as your voice in Augusta.

Again, thank you and please do not hesitate to contact me with questions or comments you may have concerning state government. I look forward to proudly representing the interests of House District 105 in Augusta.

Sincerely,

A handwritten signature in cursive script that reads "Ellie Espling".

Ellie Espling  
State Representative

# Town Council Directory



Fern Larochelle, Chairman, At Large  
Term expires 2013  
140 Main Street, Lisbon Falls, ME 04252  
Phone: (207) 353-2329

Lisa Ward, Vice Chairman, At Large  
Term expires 2014  
31 Maple Street  
Lisbon Falls, ME 04252  
Phone: (207) 577-6544

Gregg Garrison, At Large  
Term expires 2015  
9 Pike Street  
Lisbon Falls, ME 04252  
Phone: (207) 353-2547

Mark Lunt, District 1  
Term expires 2015  
192 Ridge Road  
Lisbon Falls, ME 04252  
Phone: (207) 353-9903

Gina Mason, District 1  
Term expires 2013  
312 Ridge Road  
Lisbon Falls, ME 04252  
Phone: (207) 353-9086

Roger Bickford, District 2  
Term expires 2013  
149 Main Street  
Lisbon Falls, ME 04252  
Phone: (207) 353-8946

Dillon Pesce, District 2  
Term expires 2015  
20 Hewey Street  
Lisbon Falls, ME 04252  
Phone: (207) 577-4222

# Town Council

Lisa Ward, Council Chairman

The Lisbon Town Council had another busy year in 2013-14, continuing with projects and goals to move Lisbon to complete the development of our Master Plan. The combined resources of the Master Plan Committee and Route 196 Committee, along with Positive Change Lisbon, the Trails Committee, our Town Planner Amanda Bunker, and many other active citizens and committees continued to help improve the resources and the face of Lisbon.

We oversaw the creation of our new Finance Committee, charged with review of Town and School Financial reports, budgets, investment policies and loans funded through the Economic Development office. This committee replaced the Budget Committee with new energy and ideas but with the same commitment to Lisbon and her residents.

Citizens and groups in Lisbon were recognized by others in several ways this year. They are only a few examples of the people who represent the hardworking and compassionate residents of our town.

Mr. John Clark of King Road saved a life in a heroic manner and the Town Council awarded him the Lisbon Citizen Award of Valor. He was also recognized by the Maine Chiefs of Police Association.

Mary Stella Carville turned 99 years old in January 2013 and was awarded the Boston Post Cane. The children, grandchildren and others who joined her during the presentation were a testament to her dedication to home and family here in Lisbon for so very many years.

LACO--Lisbon Area Christian Outreach--was presented the Spirit of America Award by Maine Spirit of America Foundation for the good work they do to help our Lisbon neighbors in need.

Attracting business and increasing our tax base has long been a priority for our Town. This year, incentives were put in place at the Kelly Park Development to attract new businesses, and the Town of Lisbon Communications Center now serves Lisbon and surrounding communities.

The removal of a long-standing fireworks ban at the State level prompted much discussion about the use of fireworks in Lisbon. Heated debates, public input at council meetings, and public hearings provided the Council with plenty of opinions on both sides of the matter. We passed a Fireworks Ordinance that combines safety with the desire of citizens to use fireworks at holidays. Of course, Moxie Festival is a Lisbon holiday, so it was included in the list.

We broke ground on our second public trail, working to eventually connect Lisbon with our neighbors on both ends of the Route 196 corridor. Our beautiful trails are a testament to the dedication of so many residents, both individually and on committees, to the health and beauty of our town. Walking paths and multi-use trails attract both short-term visitors and those looking to raise families or retire in a vibrant place.



# Town Council

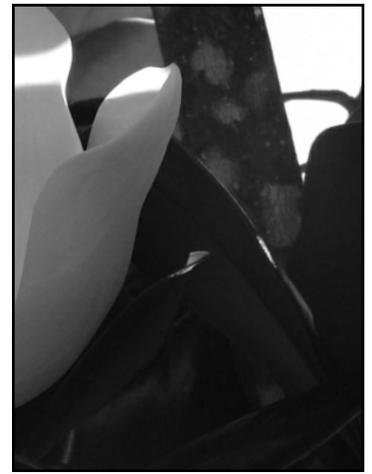
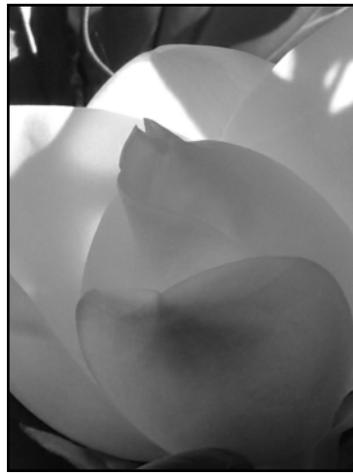
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Our individual Councilors remain busy with town matters on a consistent and dedicated basis. Councilor Gina Mason retired from her seat on the Council, but she remains one of the driving forces on the Moxie Committee. Retired Councilor Fern Larochelle continues to be involved with several committees, as he has in the past. Councilor Roger Bickford put in a great effort with Rails to Trails and, along with Councilor Dillon Pesce, the changes to our Water Department. Each of our seven Councilors attends several different Committees' meetings as liaisons to the Council, increasing our awareness of issues in town. The Council also decided to make themselves available to the public thirty minutes prior to our regular meetings, allowing conversations with citizens to be less formal and intimidating, and to increase approachability.

The Town Office got a facelift when town employees took a day to work together to repaint the walls in offices and halls. The fresh look, along with the friendly faces at our counters, help put Lisbon's best foot forward. It was another great example of how Lisbon people work together with pride.

Although our Council membership changes each year, we are fortunate to have seen a very high level of commitment to working together toward our common goals. Opening lines of communication, making ourselves accessible to our citizens, and keeping our ears to the ground for growth opportunities all point to a bright and active future for Lisbon. We all look forward to that future.





# Finance

Jessica Maloy, Director

The Finance Department is responsible for the accounting services of the Town. This includes:

- Preparing the financial reports
- Maintaining the financial reporting systems of the Town
- Accounts Payable/Accounts Receivable
- Payroll preparation, distribution and required tax and deduction filings
- Debt Management
- Documentation and maintenance of the Town's internal controls over financial reporting.
- Working with the Town's independent audit firm and various outside agencies.
- Collection and accountability for all revenue received by the Town
- Tax/Excise Collection

The finance staff consists of the Director, the Accounts Payable Clerk Brenda Martin, and the Payroll/Data Clerk Jessi Stein. The tax staff consists of the Deputy Tax Collector Haley McCrater, Motor Vehicle Agent Gail Winslow and the Excise/Tax Counter Clerk Pauline Pelletier.

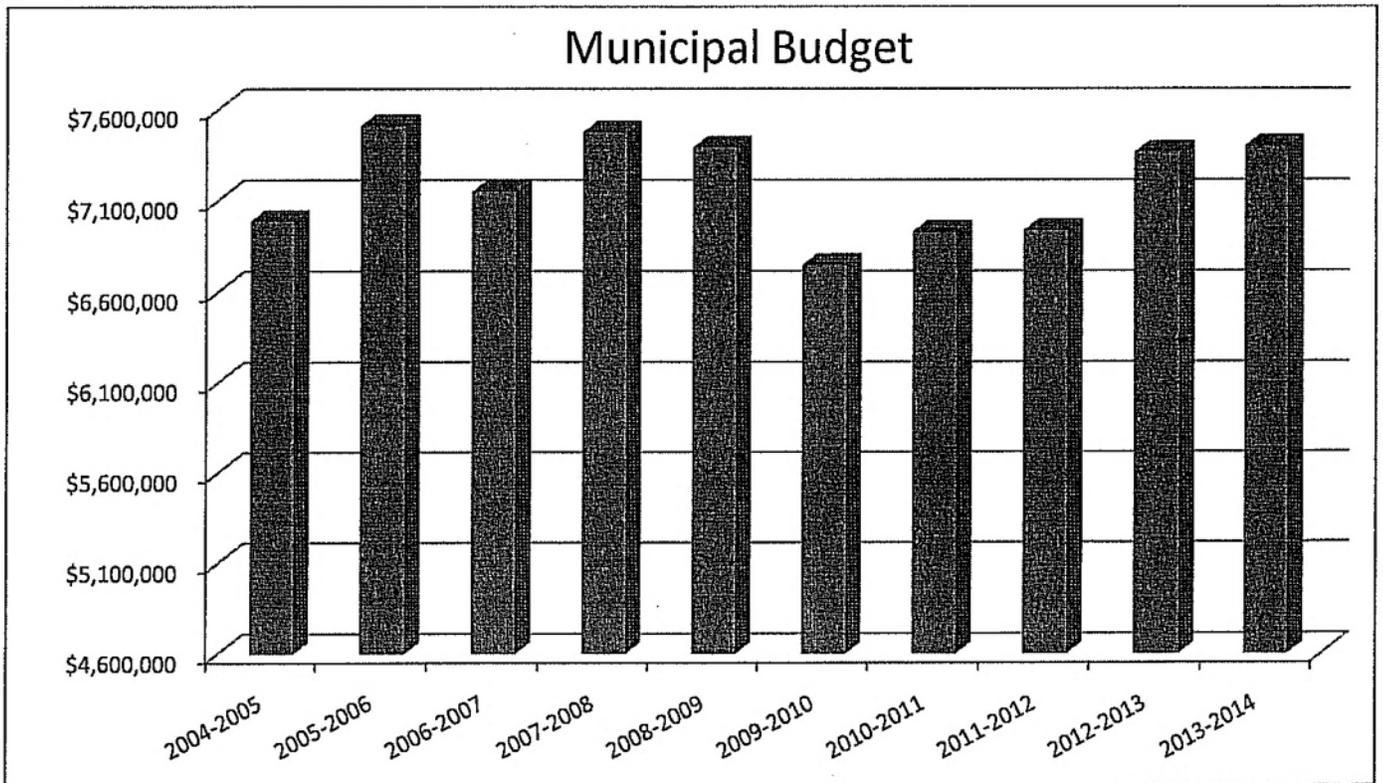
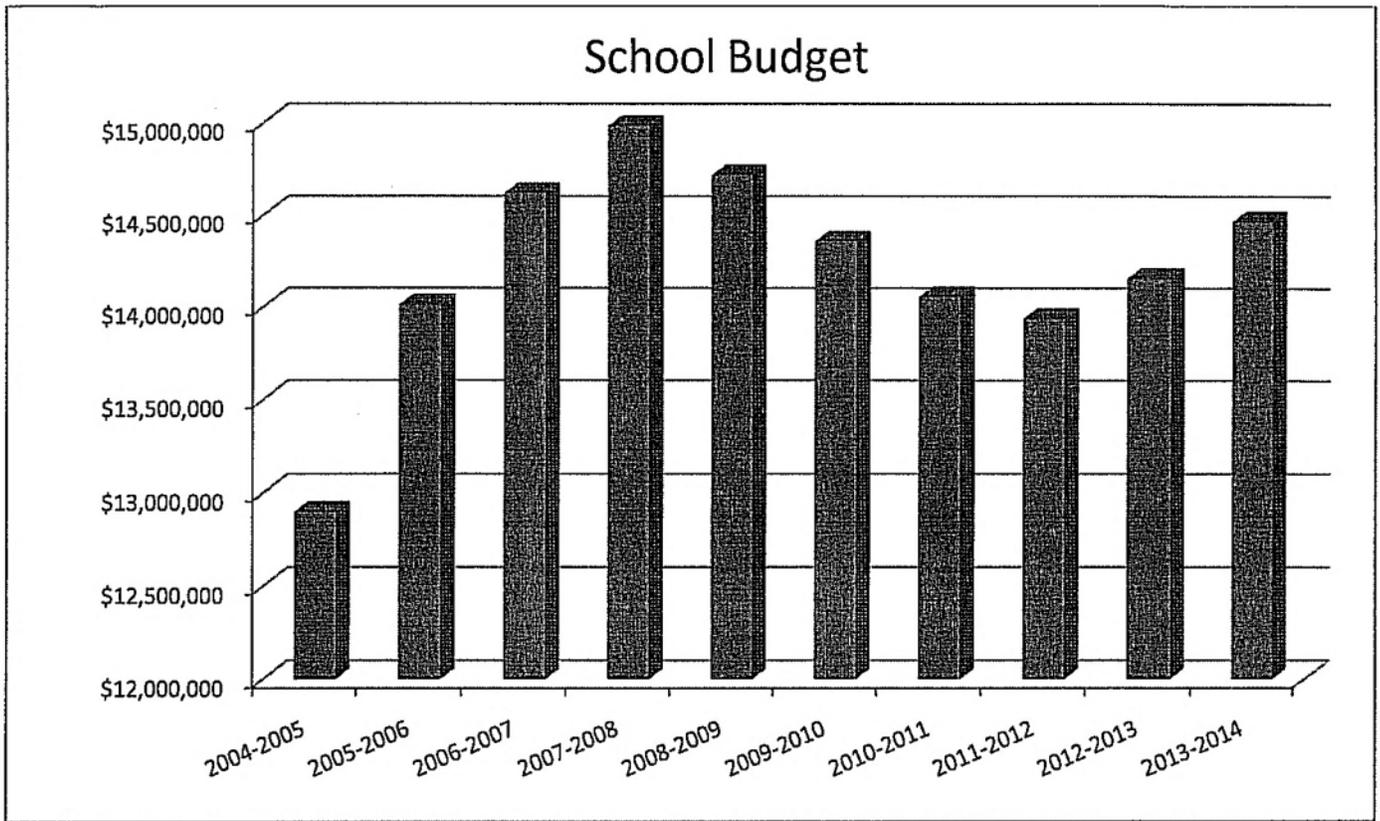
The accounts payable function prepares bills for payment which includes ensuring that the expenses are properly authorized by Department Heads and the Town Manager. The accounts payable clerk also provides a purchasing function for various departments for acquiring routine supplies.

The payroll function prepares the town's weekly payroll and is also responsible for the required payroll tax and deduction filings. This function also processes/records all pertinent journal entries for financial statement preparation.

The tax collector/clerk functions prepare the semiannual tax bills for disbursement to our residents. These functions also receive all monies that come to the Town and are responsible for processing receipts for all transactions.

The Finance Department is frequently called upon to provide information to external governmental and quasi governmental entities. We maintain the books and records for the Town's financial transactions from which the financial statements are prepared. Those statements are provided annually to the Town's independent auditor for examination. We also continue to convert manual processes to more efficient electronic means, allowing information to be provided in a timelier, more reliable manner to the Town Council, our co-workers, and citizens.

# 10 Year Appropriation Graph



Independent Auditor's Report

Town Council  
Town of Lisbon, Maine

**Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Lisbon, Maine as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards required that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Basis for Adverse Opinion on Water Department and Business-type Activities***

Management has not included the Water Department Fund in the Town of Lisbon, Maine's, financial statements. Accounting principles generally accepted in the United States of America require the Water Department Fund to be presented as a major enterprise fund and financial information about the Water Department Fund to be part of the business-type activities, thus increasing that activity's assets, liabilities, revenues, and expenses, and changing its net position. The amount by which this departure would affect the assets, liabilities, net position, revenues, and expenses of the business-type activities and the omitted major fund has not been determined. The Water Department is accounted for separately, using a calendar year end, and has a separate audit report issued as of December 31<sup>st</sup> each year. It should be noted that the Town has issued certain bonds on behalf of the Water Department and this debt is reflected in the separate Water Department financial statements (see footnote on page 28).

**Adverse Opinion**

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on Water Department Fund and Business-type Activities" paragraph, the financial statements referred to above do not present fairly the financial position of the Water Department Fund or the Business-Type Activities as of June 30, 2013, or the changes in financial position or cash flows thereof for the year then ended. The Town of Lisbon, Maine has issued separate department financial statements which are audited by other auditors.

**Unmodified Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the government activities, each major fund other than the Water Department Fund, and the aggregate remaining fund information for the Town of Lisbon, Maine as of June 30, 2013, and the respective changes in financial position and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters**

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America required that Management's Discussion and Analysis as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

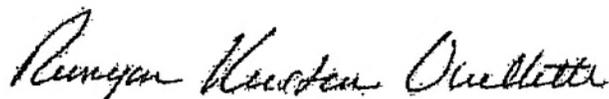
*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The combining and individual fund financial statements and schedules are presented for the purpose of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. Because of the significance of the matters disclosed on page 2 of this report, it is inappropriate to, and we do not, express an opinion on the combining and individual fund financial statements and schedules.

**Other Reporting Required By *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 17, 2013 on our consideration of the Town of Lisbon, Maine's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Lisbon, Maine's internal control over financial reporting and compliance.



October 17, 2013  
South Portland, Maine

**TOWN OF LISBON, MAINE**  
**Notes to Basic Financial Statements, Continued**

**III. DETAILED NOTES ON ALL FUNDS, CONTINUED**

**F. Long-term Debt**

**Changes in Long-term Liabilities**

Long-term liability activity for the year ended June 30, 2013 was as follows:

	<u>Beginning balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending balance</u>	<u>Due within one year</u>
<b>Governmental activities:</b>					
General obligation debt	\$ 12,651,032	-	(1,163,664)	11,487,368	1,012,969
Capital leases	162,296	209,273	(163,248)	208,321	105,654
Compensated absences	573,789	1,623	-	575,412	-
<b>Total governmental activity</b>					
<b>long-term liabilities</b>	<b>\$ 13,387,117</b>	<b>210,896</b>	<b>(1,326,912)</b>	<b>12,271,101</b>	<b>1,118,623</b>

**Bonds and Notes Payable**

*General Obligation Bonds.* The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for general government activities. These bonds are expected to be repaid from the general fund. General obligation bonds are direct obligations and pledge the full faith and credit of the Town. These bonds are issued as serial bonds, generally with equal amounts of principal maturing each year. General obligation bonds currently outstanding are as follows:

	<u>Date of Issue</u>	<u>Original amount issued</u>	<u>Date of maturity</u>	<u>Interest rate</u>	<u>Balance</u>
<b>Bonds and notes payable:</b>					
<b>Governmental activities:</b>					
1998 Intermediary relending loan	July 2000	\$ -	July 2026	1.00%	275,946
2004 Town Bond	May 2004	12,899,710	Nov. 2024	4.41%	7,739,830
2005 Town Bond	May 2005	368,000	Nov. 2020	1.50-3.70%	226,492
2005 Sewer Bond	Aug. 2004	350,000	Apr. 2024	1.93%	192,500
2005 Sewer Bond	Oct. 2005	500,000	Oct. 2025	1.43%	325,000
2006 Town Bond	Oct. 2006	540,000	Nov. 2021	1.8-6.25%	324,000
2009 Town Bond	May 2009	1,310,855	Nov. 2019	2.08-5.58%	917,600
2010 Town Bond	May 2010	1,070,000	Nov. 2030	2.06-5.56%	963,000
2011 School QSCB Bond	July 2010	350,000	July 2020	5.28%	280,000
2011 Town Bond	Oct. 2011	270,000	Nov. 2021	0.50-5.50%	243,000
<b>Total bonds and notes payable</b>					<b>\$ 11,487,368</b>

The Town also issued three bonds during 2005, 2006 and 2010 in the amounts of \$3,000,000, \$393,000 and \$970,000, respectively, on behalf of the Lisbon Water Department. These bonds are carried on the Water Department's financial statements as a liability of that Department. The Water Department issues separate financial statements which are not included in the financial statements of the Town. These bonds mature in 2024, 2025 and 2030, and carry interest rates of 2.05%, 3.0-5.0% and 2.06-5.56%. Balances at June 30, 2013 are \$1,893,910, \$255,450, and \$873,000, respectively.

**TOWN OF LISBON, MAINE**  
**Notes to Basic Financial Statements, Continued**

**III. DETAILED NOTES ON ALL FUNDS, CONTINUED**

**F. Long-term Debt, continued**

The annual debt service requirements to amortize bonds and notes payable are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 1,012,969	430,352	1,443,321
2015	1,014,151	385,912	1,400,063
2016	1,015,410	339,325	1,354,735
2017	1,016,715	301,746	1,318,461
2018	1,018,047	262,290	1,280,337
2019-2023	4,516,848	776,851	5,293,699
2024-2028	1,732,728	109,967	1,842,695
2029-2031	160,500	7,695	168,195
<b>Totals</b>	<b>\$ 11,487,368</b>	<b>2,614,138</b>	<b>14,101,506</b>

**Statutory Debt Limit** - In accordance with 30 MRSA, Section 5061, as amended, no municipality shall incur debt for specified purposes in excess of certain percentages of state valuation of such municipality. Additionally, no municipality shall incur debt in the aggregate in excess of 15% of its State assessed valuation. At June 30, 2013, the Town's outstanding debt did not exceed these limits.

**State Reimbursement for Debt Service Expenditures** - The State of Maine currently reimburses the Town for a portion of the financing costs of school buildings and school bus purchases. Continuation of such reimbursements is dependent upon continued appropriations by the state legislature.

**Overlapping Debt** - The Town's proportionate share of Androscoggin County's debt (determined by the percentage of the Town's State valuation to the county's state valuation) is not reported in the Town's financial statements. Debt service is included in the annual county assessment to the Town. At June 30, 2013, Androscoggin County had no outstanding debt.

**Arbitrage Rebate** - Pursuant to the Internal Revenue Code, municipalities issuing tax-exempt bonds or entering into note or lease obligations are required to perform an arbitrage rebate calculation upon the fifth anniversary of the obligation and to remit such rebate to the federal government, subject to certain exceptions. Since August 15, 1986, the effective date of these rules, the Town has not issued any debt that has not qualified under one of the specific exceptions to the arbitrage rebate calculation.

**TOWN OF LISBON, MAINE**  
**Notes to Basic Financial Statements, Continued**

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**III. DETAILED NOTES ON ALL FUNDS, CONTINUED**

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**H. Fund Balances**

The General Fund unassigned fund balance total of \$1,076,332 represents fund balance that has not been assigned to other funds and that has not been restricted, committed or assigned to specific purposes within the General Fund. As of June 30, 2013, other fund balance components consisted of the following:

	<u>Nonspendable</u>	<u>Restricted</u>	<u>Committed</u>	<u>Assigned</u>
General Fund:				
Noncurrent receivables	\$ 249,438	-	-	-
Education	-	432,759	-	-
Carryforward balances	-	-	-	250,000
Subsequent year budget – Town				656,303
Special Revenue Funds:				
Loan Program Fund (major)	388,837	664,674	-	-
Treatment Plant	-	-	586,357	-
Recreation Land Use	-	-	7,103	-
Economic Development				
School Nutrition	26,252	63,719	-	-
School Federal and Other Programs	-	17,668	-	-
DARE	-	13,053	-	-
Capital Project Funds	-	39,831	-	-
Permanent Funds:				
Principal	27,144	-	-	-
Unexpended Income	-	127,539	-	-
<b>Totals</b>	<b>\$ 691,671</b>	<b>1,359,243</b>	<b>593,460</b>	<b>906,303</b>

**TOWN OF LISBON, MAINE**  
**General Fund**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Budget and Actual - Budgetary Basis**  
**Year ended June 30, 2013**

	Town			School			2013 Combined		
	Final Budget	Actual	Variance positive (negative)	Final Budget	Actual	Variance positive (negative)	Budget	Actual	Variance positive (negative)
<b>Revenues:</b>									
<b>Taxes:</b>									
Property taxes	\$ 4,309,048	4,237,564	(71,484)	5,460,073	5,460,073	-	9,769,121	9,697,637	(71,484)
Excise taxes	1,205,000	1,302,390	97,390	-	-	-	1,205,000	1,302,390	97,390
Registration fees	23,000	29,766	6,766	-	-	-	23,000	29,766	6,766
Interest and costs on taxes	33,000	46,016	13,016	-	-	-	33,000	46,016	13,016
<b>Total taxes</b>	<b>5,570,048</b>	<b>5,615,736</b>	<b>45,688</b>	<b>5,460,073</b>	<b>5,460,073</b>	<b>-</b>	<b>11,030,121</b>	<b>11,075,809</b>	<b>45,688</b>
<b>Licenses and permits:</b>									
Business permits and fees	5,700	5,144	(556)	-	-	-	5,700	5,144	(556)
All other construction fees	4,000	4,349	349	-	-	-	4,000	4,349	349
Town clerk	15,000	19,533	4,533	-	-	-	15,000	19,533	4,533
<b>Total licenses and permits</b>	<b>24,700</b>	<b>29,026</b>	<b>4,326</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,700</b>	<b>29,026</b>	<b>4,326</b>
<b>Intergovernmental:</b>									
Education subsidies	-	-	-	8,270,938	8,274,850	3,912	8,270,938	8,274,850	3,912
State revenue sharing	820,000	841,609	21,609	-	-	-	820,000	841,609	21,609
General assistance	20,000	-	(20,000)	-	-	-	20,000	-	(20,000)
Tree growth reimbursement	8,000	12,674	4,674	-	-	-	8,000	12,674	4,674
BETE reimbursement	117,578	117,632	54	-	-	-	117,578	117,632	54
Homestead reimbursement	207,635	207,543	(92)	-	-	-	207,635	207,543	(92)
Miscellaneous state aid	8,000	1,511	(6,489)	-	-	-	8,000	1,511	(6,489)
Urban rural incentive program	106,000	111,749	5,749	-	-	-	106,000	111,749	5,749
Veteran reimbursement	8,000	8,892	892	-	-	-	8,000	8,892	892
<b>Total intergovernmental</b>	<b>1,295,213</b>	<b>1,301,610</b>	<b>6,397</b>	<b>8,270,938</b>	<b>8,274,850</b>	<b>3,912</b>	<b>9,566,151</b>	<b>9,576,460</b>	<b>10,309</b>
<b>Charges for services:</b>									
Police - report fees, court fees	6,000	25,601	19,601	-	-	-	6,000	25,601	19,601
Animal control	40,200	35,533	(4,667)	-	-	-	40,200	35,533	(4,667)
School	-	-	-	15,612	25,669	10,057	15,612	25,669	10,057
<b>Total charges for services</b>	<b>46,200</b>	<b>61,134</b>	<b>14,934</b>	<b>15,612</b>	<b>25,669</b>	<b>10,057</b>	<b>61,812</b>	<b>86,803</b>	<b>24,991</b>
<b>Investment income</b>	<b>5,000</b>	<b>6,497</b>	<b>1,497</b>	<b>-</b>	<b>16,581</b>	<b>16,581</b>	<b>5,000</b>	<b>23,078</b>	<b>18,078</b>
<b>Other revenues:</b>									
MTM center	6,000	7,580	1,580	-	-	-	6,000	7,580	1,580
Recycling	125,000	113,204	(11,796)	-	-	-	125,000	113,204	(11,796)
Library	2,000	1,773	(227)	-	-	-	2,000	1,773	(227)
Recreation department	106,750	106,841	91	-	-	-	106,750	106,841	91
Parks department	10,000	11,585	1,585	-	-	-	10,000	11,585	1,585
Other revenues	7,800	25,522	17,722	9,803	9,803	9,803	7,800	35,325	27,525
<b>Total other revenues</b>	<b>257,550</b>	<b>266,505</b>	<b>8,955</b>	<b>9,803</b>	<b>9,803</b>	<b>9,803</b>	<b>257,550</b>	<b>276,308</b>	<b>18,758</b>
<b>Total revenues</b>	<b>7,198,711</b>	<b>7,280,508</b>	<b>81,797</b>	<b>13,746,623</b>	<b>13,786,976</b>	<b>40,353</b>	<b>20,945,334</b>	<b>21,067,484</b>	<b>122,150</b>

**TOWN OF LISBON, MAINE**  
**General Fund**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Budget and Actual - Budgetary Basis, Continued**  
**For the year ended June 30, 2013**

	Town			School			2013 Combined		
	Final Budget	Actual	Variance positive (negative)	Final Budget	Actual	Variance positive (negative)	Budget	Actual	Variance positive (negative)
<b>Expenditures:</b>									
<b>Current:</b>									
<b>General government:</b>									
Elected officials	\$ 26,080	22,708	3,372	-	-	-	26,080	22,708	3,372
Town Manager	149,888	148,560	1,328	-	-	-	149,888	148,560	1,328
Insurance	851,453	869,111	(17,658)	-	-	-	851,453	869,111	(17,658)
Legal	57,548	57,548	-	-	-	-	57,548	57,548	-
Finance	117,408	117,408	-	-	-	-	117,408	117,408	-
Tax Collector	129,529	129,529	-	-	-	-	129,529	129,529	-
Code enforcement	74,409	74,409	-	-	-	-	74,409	74,409	-
Town clerk	116,640	109,630	7,010	-	-	-	116,640	109,630	7,010
Assessing	163,167	136,583	26,584	-	-	-	163,167	136,583	26,584
Town buildings	353,160	353,160	-	-	-	-	353,160	353,160	-
Technology	110,995	110,995	-	-	-	-	110,995	110,995	-
Planning Board	5,500	4,553	947	-	-	-	5,500	4,553	947
Board of Appeals	1,625	816	809	-	-	-	1,625	816	809
Maine PERS	107,296	107,296	-	-	-	-	107,296	107,296	-
Social Security	206,168	204,146	2,022	-	-	-	206,168	204,146	2,022
<b>Total general government</b>	<b>2,470,866</b>	<b>2,446,452</b>	<b>24,414</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,470,866</b>	<b>2,446,452</b>	<b>24,414</b>
<b>Public safety:</b>									
Police	994,142	955,531	38,611	-	-	-	994,142	955,531	38,611
Animal Control Officer	75,030	68,146	6,884	-	-	-	75,030	68,146	6,884
Fire	445,498	268,981	176,517	-	-	-	445,498	268,981	176,517
Communication	234,209	234,209	-	-	-	-	234,209	234,209	-
<b>Total public safety</b>	<b>1,748,879</b>	<b>1,526,867</b>	<b>222,012</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,748,879</b>	<b>1,526,867</b>	<b>222,012</b>
<b>Public works:</b>									
Public works	831,802	818,613	13,189	-	-	-	831,802	818,613	13,189
Snow removal	164,566	164,566	-	-	-	-	164,566	164,566	-
Hydrant rental	292,000	290,857	1,143	-	-	-	292,000	290,857	1,143
Street and traffic lights	100,187	100,187	-	-	-	-	100,187	100,187	-
Engineer	305,590	74,913	230,677	-	-	-	305,590	74,913	230,677
Solid waste	464,870	431,626	33,244	-	-	-	464,870	431,626	33,244
<b>Total public works</b>	<b>2,159,015</b>	<b>1,880,762</b>	<b>278,253</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,159,015</b>	<b>1,880,762</b>	<b>278,253</b>
<b>Public services:</b>									
Health officer	10,439	10,059	380	-	-	-	10,439	10,059	380
Community services - senior citizens	33,734	24,251	9,483	-	-	-	33,734	24,251	9,483
Lisbon Falls Library	171,518	154,511	17,007	-	-	-	171,518	154,511	17,007
Miscellaneous Public Service	12,732	12,732	-	-	-	-	12,732	12,732	-
Conservation commission	575	311	264	-	-	-	575	311	264
Contingency and grant matches	742	632	110	-	-	-	742	632	110
Recreation Department	226,171	216,828	9,343	-	-	-	226,171	216,828	9,343
Parks Department	87,752	83,522	4,230	-	-	-	87,752	83,522	4,230
<b>Total public services</b>	<b>543,663</b>	<b>502,846</b>	<b>40,817</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>543,663</b>	<b>502,846</b>	<b>40,817</b>

**TOWN OF LISBON, MAINE**  
**General Fund**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Budget and Actual - Budgetary Basis, Continued**  
**For the year ended June 30, 2013**

	Town			School			2013 Combined		
	Final Budget	Actual	Variance positive (negative)	Final Budget	Actual	Variance positive (negative)	Budget	Actual	Variance positive (negative)
Expenditures, continued:									
Current, continued:									
General assistance	\$ 33,318	24,996	8,322	-	-	-	33,318	24,996	8,322
Intergovernmental - county tax	566,440	566,439	1	-	-	-	566,440	566,439	1
Education:									
Regular elementary	-	-	-	5,480,522	5,384,419	96,103	5,480,522	5,384,419	96,103
Special education	-	-	-	2,222,031	2,127,710	94,321	2,222,031	2,127,710	94,321
Other instruction	-	-	-	358,382	358,336	46	358,382	358,336	46
Student and support staff	-	-	-	1,192,034	1,164,277	27,757	1,192,034	1,164,277	27,757
System administration	-	-	-	451,765	451,731	34	451,765	451,731	34
School administration	-	-	-	710,046	709,951	95	710,046	709,951	95
Transportation	-	-	-	704,160	697,272	6,888	704,160	697,272	6,888
Facilities maintenance	-	-	-	1,477,768	1,447,593	30,175	1,477,768	1,447,593	30,175
Career and technical	-	-	-	13,461	13,460	1	13,461	13,460	1
Adult education	-	-	-	152,788	149,262	3,526	152,788	149,262	3,526
All other expenditures	-	-	-	338,567	327,923	10,644	338,567	327,923	10,644
Debt service	-	-	-	1,025,807	1,025,807	-	1,025,807	1,025,807	-
Total education	-	-	-	14,127,331	13,857,741	269,590	14,127,331	13,857,741	269,590
Unclassified:									
Tax abatements	10,000	9,597	403	-	-	-	10,000	9,597	403
Total unclassified	10,000	9,597	403	-	-	-	10,000	9,597	403
Debt service:									
Town	511,400	511,313	87	-	-	-	511,400	511,313	87
Total debt service	511,400	511,313	87	-	-	-	511,400	511,313	87
Capital outlays:									
Bonded items	393,957	393,722	235	-	-	-	393,957	393,722	235
Total capital outlays	393,957	393,722	235	-	-	-	393,957	393,722	235
Total expenditures	8,437,538	7,862,994	574,544	14,127,331	13,857,741	269,590	22,564,869	21,720,735	844,134
Excess (deficiency) of revenues over (under) expenditures	(1,238,827)	(582,486)	656,341	(380,708)	(70,765)	309,943	(1,619,535)	(653,251)	966,284

TOWN OF LISBON, MAINE  
General Fund  
Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
Budget and Actual - Budgetary Basis, Continued  
For the year ended June 30, 2013

	Town			School			2013 Combined		
	Final Budget	Actual	Variance positive (negative)	Final Budget	Actual	Variance positive (negative)	Budget	Actual	Variance positive (negative)
Other financing sources (uses):									
Prior year budget expenditures	\$ -	-	-	-	(4,542)	(4,542)	-	(4,542)	(4,542)
Transfer in - special revenue funds	-	-	-	165,000	145,000	(20,000)	165,000	145,000	(20,000)
Transfer out - capital reserve fund	-	-	-	(29,147)	(39,676)	(10,529)	(29,147)	(39,676)	(10,529)
Carryforward balances:									
All other	988,827	-	(988,827)	-	-	-	988,827	-	(988,827)
Budgeted use of surplus	250,000	-	(250,000)	244,855	-	(244,855)	494,855	-	(494,855)
Total other financing sources (uses)	1,238,827	-	(1,238,827)	380,708	100,782	(279,926)	1,619,535	100,782	(1,518,753)
Net change in fund balance	-	(582,486)	(582,486)	-	30,017	30,017	-	(552,469)	(552,469)
Fund balances, beginning of year		2,814,559			402,742			3,217,301	
Fund balances, end of year	\$	2,232,073		\$	432,759			2,664,832	

TOWN OF LISBON, MAINE  
 Combining Balance Sheet  
 Other Nonmajor Funds  
 June 30, 2013

	Special Revenue Funds							Capital Project Funds		Totals
	Sewer	Recreation Land Use	DARE Program	Economic Development	School Nutrition Program	School Federal and Other programs	School Capital Funds	School Capital Funds		
<b>ASSETS</b>										
Cash and cash equivalents	-	2,879	16,016	-	(212)	-	-	-	-	18,683
Accounts receivable, net of \$28,000 allowance in Treatment Plant	265,294	-	-	-	-	-	-	-	-	265,294
Inventory	-	-	-	-	26,252	-	-	-	-	26,252
Due from other governments	-	-	-	-	9,650	-	-	-	-	9,650
Interfund loans receivable	344,329	4,224	-	443	54,281	20,568	-	39,831	-	463,776
<b>Total assets</b>	<b>\$ 609,623</b>	<b>7,103</b>	<b>16,016</b>	<b>443</b>	<b>89,971</b>	<b>20,568</b>	<b>-</b>	<b>39,831</b>	<b>-</b>	<b>783,655</b>
<b>LIABILITIES AND FUND BALANCES</b>										
<b>Liabilities:</b>										
Interfund loans payable	-	-	2,963	-	-	3,000	-	-	-	5,963
Accrued payroll	6,977	-	-	962	-	-	-	-	-	7,939
Accounts payable and accrued expenses	16,289	-	-	-	-	-	-	-	-	16,289
<b>Total liabilities</b>	<b>23,266</b>	<b>-</b>	<b>2,963</b>	<b>962</b>	<b>-</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,191</b>
<b>Fund balances:</b>										
<b>Nonspendable:</b>										
Inventory	-	-	-	-	26,252	-	-	-	-	26,252
<b>Restricted:</b>										
School lunch	-	-	-	-	-	-	-	-	-	-
Grants	-	-	13,053	-	-	17,668	-	-	-	30,721
Capital projects	-	-	-	-	-	-	-	39,831	-	39,831
<b>Committed:</b>										
Sewer	586,357	-	-	-	-	-	-	-	-	586,357
Other	-	7,103	-	-	-	-	-	-	-	7,103
Unassigned	-	-	-	(519)	-	-	-	-	-	(519)
<b>Total fund balances</b>	<b>586,357</b>	<b>7,103</b>	<b>13,053</b>	<b>(519)</b>	<b>89,971</b>	<b>17,668</b>	<b>-</b>	<b>39,831</b>	<b>-</b>	<b>753,464</b>
<b>Total liabilities and fund balances</b>	<b>\$ 609,623</b>	<b>7,103</b>	<b>16,016</b>	<b>443</b>	<b>89,971</b>	<b>20,568</b>	<b>-</b>	<b>39,831</b>	<b>-</b>	<b>783,655</b>

**TOWN OF LISBON, MAINE**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Other Nonmajor Funds**  
**For the year ended June 30, 2013**

	Special Revenue Funds										Capital		Totals	
	Sewer	Recreation			DARE Program	Economic Development	School		School Federal and Other programs	Project Funds				
		Land Use	Land	Use			Nutrition Program	School Capital		School Capital				
<b>Revenues:</b>														
Property tax revenue					276,712									276,712
Intergovernmental revenue								729,795						729,795
User fees	982,753													982,753
Charges for services							510,631							510,631
Investment income		1,730		1										1,732
Other				60,502	1,297			27,912						89,711
<b>Total revenues</b>	<b>982,753</b>	<b>1,730</b>	<b>1,730</b>	<b>60,503</b>	<b>278,010</b>	<b>278,010</b>	<b>510,631</b>	<b>757,707</b>	<b>510,631</b>	<b>757,707</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,591,334</b>
<b>Expenditures:</b>														
<b>Current:</b>														
General government					282,071									282,071
Public works	881,203													881,203
Public services and payments				54,526										54,526
Education								765,116						765,116
Food service							376,096							376,096
<b>Total expenditures</b>	<b>881,203</b>	<b>-</b>	<b>-</b>	<b>54,526</b>	<b>282,071</b>	<b>282,071</b>	<b>376,096</b>	<b>765,116</b>	<b>376,096</b>	<b>765,116</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,359,012</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>101,550</b>	<b>1,730</b>	<b>1,730</b>	<b>5,977</b>	<b>(4,061)</b>	<b>(4,061)</b>	<b>134,535</b>	<b>(7,409)</b>	<b>134,535</b>	<b>(7,409)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>232,322</b>
<b>Other financing sources (uses):</b>														
Transfer to (from) other funds							(145,000)							39,676 (105,324)
<b>Total other financing sources (uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(145,000)</b>	<b>-</b>	<b>(145,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>39,676 (105,324)</b>
<b>Net change in fund balances</b>	<b>101,550</b>	<b>1,730</b>	<b>1,730</b>	<b>5,977</b>	<b>(4,061)</b>	<b>(4,061)</b>	<b>(10,465)</b>	<b>(7,409)</b>	<b>(10,465)</b>	<b>(7,409)</b>	<b>39,676</b>	<b>39,676</b>	<b>126,998</b>	<b>126,998</b>
<b>Fund balances, beginning of year-restated</b>	<b>484,807</b>	<b>5,373</b>	<b>5,373</b>	<b>7,076</b>	<b>3,542</b>	<b>3,542</b>	<b>100,436</b>	<b>25,077</b>	<b>100,436</b>	<b>25,077</b>	<b>155</b>	<b>155</b>	<b>626,466</b>	<b>626,466</b>
<b>Fund balances, end of year</b>	<b>\$ 586,357</b>	<b>7,103</b>	<b>7,103</b>	<b>13,053</b>	<b>(519)</b>	<b>(519)</b>	<b>89,971</b>	<b>17,668</b>	<b>89,971</b>	<b>17,668</b>	<b>39,831</b>	<b>39,831</b>	<b>753,464</b>	<b>753,464</b>

**REAL ESTATE**

As of June 30, 2013

Property Owner	Amount Due				
	2001-2010	2010-2011	2011-2012	2012-2013	Total
AGATHOS, RICHARD A.				667.09	667.09
ALLEN, DON		276.74	244.52	256.09	777.35
ALTIERI, DEBBIE				245.16	245.16
AMMARELL, ERICH C. & ' ROBINSON, ANDREW S.				3.72	3.72
ANCTIL, DARCY JR.				1684.19	1,684.19
ANDREWS, WILLIAM J.			598.05	1,420.59	2,018.64
AUBE, CHELSEA				468.09	468.09
BALESTRIERI, CATHIE				830.20	830.20
BARRY, KEITH & JENICA				111.72	111.72
BAUMAN, DAVID & LISA			223.53		223.53
BEAULIEU, GLENN	3,138.36	242.76	219.19	229.25	3,829.56
BEAUMIER, CALVIN L.				2,924.52	2,924.52
BELL, EDWARD & TALBOT, DONALD G.				1.58	1.58
BENNETT, JOSEPH P.				2.20	2.20
BENOIT ORCHARD LLC				88.26	88.26
BERNIER, GREGORY				154.91	154.91
BICKFORD, CLIFFORD & PHYLLIS				1,152.48	1,152.48
BIRON, DAVID & COOK, ANITA				465.58	465.58
BISHOP, JEFF SR.				102.82	102.82
BLAIR, GARY				2.79	2.79
BLICK, JANICE L.			1,742.57	1,504.58	3,247.15
BLOUIN, NICHOLAS			147.35	153.20	300.55
BLOUIN, PAUL			55.86	481.56	537.42
BOISVERT, BERNARD			159.41	467.49	626.90
BOOKER, GARY D.			94.33	97.10	191.43
BOSSE, LAURA				0.56	0.56
BOUCHER, JENNIFER M.			626.24	666.26	1,292.50
BOUTIN, RICHARD C/O JEANETTE BOUTIN				1.25	1.25
BOWIE, JAMES M & ALAN B.				2.03	2.03
BRETON, LINDA				771.84	771.84
BROWN, EDWARD J. & BEATRICE A.				1,337.16	1,337.16
BRUNICK, DARLENE G.				803.17	803.17
BRUNJES, JEAN R. & GOODWIN, GRACE		394.26	597.94	630.19	1,622.39
BUNISKAS, NEAL O.				3.69	3.69
BURNETTE, RONALD W. SR.				731.52	731.52
BYRAM, JOEY & NOELLA L.				0.73	0.73
BYRON, RICHARD				472.53	472.53
CABRAL, JOHN & ASHLEY				166.80	166.80
CAMP, BARBARA			3,652.98	5,870.27	9,523.25
CAP LLC				1.84	1.84
CARD, ERNEST L. & MARY ANN				537.44	537.44
CARTER, RALPH J. & ROBYN L.	843.31	2,509.17	2,297.65	2,429.54	8,079.67
CARVILLE, NANCY DOUGLAS				1.11	1.11
CEDAR POND VENTURES, LLC				3,928.72	3,928.72
CHAREST, ROGER		495.59	664.75	342.15	1,502.49
CHARITY, CHRISTOPHER		64.86	397.68	226.94	689.48
CHIPMAN, JEFFREY L. & VALERIE			1,252.89	1,998.97	3,251.86
CLARK, BLAIR			796.02	839.90	1,635.92
CLARK, JOHN & DORA			274.92	348.26	623.18
CLAVETTE, KATHLEEN M.				8.41	8.41
CLOUTIER, ERNEST T. SR. & MARION Z.				171.63	171.63
COBURN, KRIS A.			849.02	1,766.93	2,615.95
COLDEST BROOK, LLC C/O RENE PROPERTY MANAGEMENT			3,854.34	4,817.88	8,672.22
COLLINS, LIBBY				298.24	298.24
CONANT, SHANE			367.20	385.94	753.14
CONNER, STEVE				174.18	174.18
CONSTANTINO, MARIE			483.87	561.06	1,044.93
COOK, MELVIN & SHIRLEY			495.89	498.04	993.93
COSTELLO, NONA C.				2,975.39	2,975.39
COX, CHARLES E.			1,153.63	1,212.39	2,366.02
CRAFTS, DALE J. & JESELSKIS, RANDY				960.62	960.62
CRAIG, NANCY			321.50	337.54	659.04
CRAWFORD, KRIS A. & MARCEA L.				2,881.53	2,881.53
CROZIER, MIKE	858.70	273.39	21.35	67.94	1,221.38
CUFF, KIMBERLY J.				5.52	5.52
CURTIS, BEVERLY A. & HOLMAN, BELINDA J.			309.02	699.79	1,008.81

**REAL ESTATE**  
As of June 30, 2013

Property Owner	Amount Due				
	2001-2010	2010-2011	2011-2012	2012-2013	Total
DAIGLE, PHYLLIS M.				1.08	1.08
DAIGLE, SANDRA F.			2,352.56	2,355.81	4,708.37
DALL, TRENT				249.17	249.17
DANFORTH, VERONICA			144.08	145.48	289.56
DOHERTY, HOLLY				4.34	4.34
DONOHUE, SHAWN			2,457.22	2,471.36	4,928.58
DOYON, MARIE VEILLEUX				0.51	0.51
DROUIN, RICHARD				958.15	958.15
DUBOIS, CHARLES & BETTY			214.83	362.09	576.92
DUBOIS, DAVID D.	1,421.59	1,100.35	1,011.52	1,068.03	4,601.49
DUBOIS, DONALD A. & JOAN M.			1,648.54	1,736.28	3,384.82
DUMONT, PATRICIA A.				2,475.63	2,475.63
DURISKO, KAREN L.				1,888.37	1,888.37
DWINAL, ROBERT JR. & MARILYN V.				1,220.23	1,220.23
ELWELL, ROBERT F., JR & WENDY C.			5,370.43	5,710.77	11,081.20
ELWELL, ROBERT T. & CARTONIO, WENDY S.			1,147.47	1,324.50	2,471.97
ESTATE OF BARD, JUDITH & BARD, LINDA			896.06	2,300.84	3,196.90
EVERETT, JAMES R. & DONALD A. JR.			1,110.91	1,306.87	2,417.78
FARNSWORTH, SUSAN O.				2,570.45	2,570.45
FITZGERALD, DOROTHY B.				3,443.11	3,443.11
FLEURY, LUANN				376.72	376.72
FOWLER, PAMELA J.			1,156.59	1,221.61	2,378.20
GAGNON, CAROL A.				623.05	623.05
GAGNON, PETER & SERRENE			1,607.18	1,698.61	3,305.79
GAGNON, WAYNE				239.37	239.37
GARCIA, HANSEL Z.				2,137.11	2,137.11
GARNETT, ANDREW N.				212.00	212.00
GENDRON, GEORGE J. & DIANE J.				1.93	1.93
GEORGE, MICHELLE & RICHARD		2,150.81	2,158.68	2,282.40	6,591.89
GERRY, ROXANNE				882.53	882.53
GIVENS, WILLIAM RAY & TRACEY LYNN				749.94	749.94
GODDARD, WARREN EVERETT			626.86	1,441.90	2,068.76
GOODWIN, RICHARD & ERICA		412.38	195.24	203.89	811.51
GOULD, GAIL				252.28	252.28
GRAY, BETTY			101.64	104.80	206.44
HALL, CHARLES E.			3,331.09	3,764.10	7,095.19
HAM, RUFUS E. & NANCY L.				1,518.04	1,518.04
HAMILTON, JAY G.IV & RACHEL A.			3,030.74	3,190.63	6,221.37
HATHERLEY, SUSAN & BLOUIN, JEFFREY				1.61	1.61
HAWKINS, LARRY L. & HARRIET			1,653.78	1,752.51	3,406.29
HIBBARD, STANLEY				1,451.21	1,451.21
HUSTON, GARY & ALAN & DOUGLAS				5,457.10	5,457.10
HUSTON, WALTER A. HEIRS OF C/O WALTER HUSTON TRUST	10.97	2.10	2.10	2.23	17.40
ITW REALTY TRUST				3.98	3.98
JESELSKIS, RANDY & CRAFTS, BOBBIE-LEE				2,061.31	2,061.31
JORDAN, NATHAN & ALICIA		344.06	312.79	200.66	857.51
JORDAN, STEVEN D. & TINA M. WARD				378.92	378.92
KAMENIDES, HAZEL				461.98	461.98
KENNEY, RICHARD		442.70	2,356.77	2,492.11	5,291.58
KNIGHTS, CYNTHIA L.		1,242.59	1,962.78	2,075.02	5,280.39
KOTTMANN, SY L.				161.38	161.38
LABONTE, KAREN C.				1,886.24	1,886.24
LAFLAMME, RONALD P. C/O DICK PIPER		503.28	467.33		970.61
LAM, WAI MING			5,346.98	4,855.39	10,202.37
LANGERLIER, SUSAN M. & LABBE, JAMIE J.				1,435.33	1,435.33
LARLEE, TAMARA & PHILIP				334.86	334.86
LAROCHE, RICHARD W. & JEANNE - REVOCABLE TRUST			105.40	3,342.40	3,447.80
LAUSIER, KIM				514.51	514.51
LAVALLEE, ROGER L. & SHEILA A.				1,246.52	1,246.52
LEAVITT, RENEE			1,391.81	1,470.59	2,862.40
LEMAY, RICHARD				2.45	2.45
LEMKE, WILLIAM			27.07	749.27	776.34
LETOURNEAU, LAUREL A.				9.01	9.01
LOCKE, BETTY J. THORPE, ANTHEA L.				973.56	973.56
MAHONEY, DENISE				94.89	94.89
MALEY, DUANNE & POMELEAU, LOUISE			1,495.43	1,565.76	3,061.19

**REAL ESTATE**  
As of June 30, 2013

Property Owner	Amount Due				
	2001-2010	2010-2011	2011-2012	2012-2013	Total
MARTEL, RICHARD A. & EVELYN Y.				427.68	427.68
MCFARLAND, ADAM	78.78	190.84	159.63	166.23	595.48
MCINTYRE, VINNIE			292.03	293.76	585.79
MCKAY, JOLENE		241.45	745.96	786.89	1,774.30
MELNICK, JANIS M.			1,135.35	1,199.48	2,334.83
MEYER, TIMOTHY W. & JENNIFER L.			1,498.96	1,543.29	3,042.25
MONTEITH, DONNA	175.26	157.94	134.29		467.49
MOORE, DORTHY JEAN & MATTHEW C.				1.77	1.77
MORGAN, GRANVILLE H. & CARLENE				2,565.85	2,565.85
MORIN, JAMES C.				107.97	107.97
MORIN, PHILLIP & LYNN F				42.08	42.08
MORSE, SHELLY L.			319.97	425.11	745.08
MOULEN, EARL W.				8.84	8.84
MURCIN, ROBERT J.			1,951.89	2,063.49	4,015.38
MURPHY, MILTON L. & HENRIETTE				444.76	444.76
MURRAY, ERNEST D. III & VICKI M.			1,723.01	1,826.25	3,549.26
MWPI 5, LLC				57.98	57.98
MYERS, DONNA				78.01	78.01
NADEAU, RICHARD				375.44	375.44
NEW ENGLAND VENDING, INC.			4,800.87	10,198.84	14,999.71
NEZOL, LAURA				4,304.44	4,304.44
NORMAN, GERALD & NICOLE				309.65	309.65
O'CONNOR, BRANDON				679.27	679.27
O'CONNOR, JASON			497.70		497.70
O'KANE, MICHAEL SR.		303.54	312.01	327.52	943.07
OUELLETTE, RONALD & SUSAN				2.58	2.58
PALMER, AARON			194.40	300.68	495.08
PASS, CURTIS & JANICE				4,243.26	4,243.26
PATRIA, JOHN G.	3,481.63	3,307.79	3,040.89	3,216.36	13,046.67
PAXMAN, WILLIAM P. JR.	470.79	247.47	223.53	233.85	1,175.64
PEARSON, DONALD			125.58	321.41	446.99
PENDER, GENE HEIRS OF			445.56	468.89	914.45
PERREAULT, TINA				235.76	235.76
PLOURDE, CAROL J.				1,234.29	1,234.29
POMERLEAU, CHAD E.				327.06	327.06
POPADAK, MICHAEL S.				1,259.85	1,259.85
POWELL, TAMMY LEE			336.07	408.18	744.25
RAMICH, JOEL	926.46	216.84	188.71	196.98	1,528.99
REEVES, JAMES & LINDA				542.17	542.17
REIL, IRENE			8.75	1,152.47	1,161.22
REYNOLDS, TINA S., & TINA S. REYNOLDS, TRUSTEE				2.55	2.55
RIDEOUT, JAMES & TAMMY				232.09	232.09
RIDLEY, JOHN L. & MARGARET A.				7.20	7.20
RIDLEY, RANDALL				458.88	458.88
ROBERT, MARCEL J.P.				2.34	2.34
ROBERTS, ROXANNE & DANNY & DOROTHEE				779.17	779.17
ROY, TAMMIE J. & ROBERT R.				2,352.46	2,352.46
RURAL PROPERTY MANAGEMENT, LLC				726.35	726.35
RUSSELL, GREGORY			767.03	769.96	1,536.99
RUSSELL, MICHAEL			10.69	3,373.06	3,383.75
RYDER, GARY E. & DARLENE I.			1,738.04	2,048.87	3,786.91
SAUCIER, MARIE			161.34	252.28	413.62
SAVAGE, CINDY	239.99	106.10	86.40	88.68	521.17
SAWYER, CAROL S.				3,804.77	3,804.77
SHAW, BRYAN & VYE, RITA			553.19	863.40	1,416.59
SHEAD, BARRY N. & BRENDA A.				381.82	381.82
SHORETTE, MARTHA J. & FRED S.				1,465.81	1,465.81
SHOVE, TIMOTHY J.			687.88	1,401.34	2,089.22
SIMMONS, DAVID				276.82	276.82
SKULTETY, EDWARD P. & COFFIN M ANN & KEOUGH, CARLENE E.			1,918.89	1,935.95	3,854.84
SMITH, MATT & PAM				381.45	381.45
SMITH, NICOLE			59.78	162.42	222.20
SMITH, SCOTT			658.90	694.71	1,353.61
STAGGS, JEFFREY D. & KIM J.				1.51	1.51
STARBIRD, DEBRA L.	2,396.91	1,600.30	1,466.91	1,550.09	7,014.21
STEVENS, VALORIE J.			47.65	1,761.74	1,809.39

**REAL ESTATE**  
*As of June 30, 2013*

Property Owner	Amount Due				
	2001-2010	2010-2011	2011-2012	2012-2013	Total
STOKLAS, EMERY J. & JOHN E. & BARBARA J. STOKLAS			657.56	2,637.29	<b>3,294.85</b>
SYLVIA, SAMUEL T.				1,756.94	<b>1,756.94</b>
TANCREDE, LEE N.				83.16	<b>83.16</b>
TARDIFF, DEBORAH	1,381.03	249.82	219.19	229.25	<b>2,079.29</b>
TARDIFF, TEE T.				2,768.74	<b>2,768.74</b>
THERRIAULT, MARCEL R.			61.29	2,793.74	<b>2,855.03</b>
THERRIAULT, PETER				3,454.52	<b>3,454.52</b>
THIBAUT ENTERPRISES, LLC			13,470.31	14,394.74	<b>27,865.05</b>
THIBODEAU, PAUL G. & KAREN S.			1,538.84	1,684.78	<b>3,223.62</b>
THOMPSON, GERMAINE & SMALL, CONSTANCE				384.78	<b>384.78</b>
TITUS, WAYNE D. & SHERIDA			1,158.77	1,223.92	<b>2,382.69</b>
TREMBLY, ALEX				222.78	<b>222.78</b>
TRUMBLE, FRED A. & TAMMY S.				1,011.32	<b>1,011.32</b>
VACHON, ROBERT & JEANNETTE C.	477.99	252.19	227.89	238.46	<b>1,196.53</b>
VERRILL, DAVID			214.84	224.63	<b>439.47</b>
WAGNER, AMY S. & CHARLES C. & BEVERLY A. & LORENZEN, NICHOLA				2,515.26	<b>2,515.26</b>
WAGNER, CHARLES & BEVERLY				864.04	<b>864.04</b>
WARD, KAREN L.				5.75	<b>5.75</b>
WEEKS, SHEENA	487.41	256.89	232.24	243.06	<b>1,219.60</b>
WELLINGTON, JOSEPH	105.17	334.64	297.55	312.20	<b>1,049.56</b>
WESTLAND, SHEILA HEIRS OF				2,087.00	<b>2,087.00</b>
WHITMAN, MARLENE A.				1.31	<b>1.31</b>
WHITTEN, KEVIN				152.65	<b>152.65</b>
WILLIAMS, BRIAN			157.04	176.35	<b>333.39</b>
WILLIAMS, BRIAN F.				1,007.43	<b>1,007.43</b>
WILLIAMS, FREDERICK E.			172.81	183.15	<b>355.96</b>
WRIGHT, PAUL O. JR.	25.88	84.90	27.65	74.85	<b>213.28</b>
YOUNG, KELI M.			1,523.07	1,609.54	<b>3,132.61</b>
ZEGOUROS, LEAH CANDACE		121.87	108.17	111.72	<b>341.76</b>
<b>GRAND TOTALS</b>	<b>16,520.23</b>	<b>18,127.62</b>	<b>111,944.66</b>	<b>251,533.32</b>	<b>398,125.83</b>

PERSONAL PROPERTY  
As of June 30, 2013

Property Owner	Amount Due				
	2001-2010	2010-2011	2011-2012	2012-2013	Total
B&W AUTOMOTIVE		420.00	436.80	463.01	1,319.81
BENOIT'S FARM STAND				3.09	3.09
BIG DIPPER		403.20	417.90	442.97	1,264.07
BOB'S AUTO				42.29	42.29
BROOKSIDE AUTO SALES			100.80	106.85	207.65
BULICK, NORMAN M.		5,063.10	5,254.20	5,569.45	15,886.75
CASA MIA, INC.			2,675.40	463.01	3,138.41
DIVERSE ABILITIES DAYCARE		336.00	350.70		686.70
DUBE'S MUSIC		33.60	35.70	37.84	107.14
ESCAPE SALON & DAY SPA				73.46	73.46
EXPERT VOLVO				4.10	4.10
FINE PRINT PRINTING & GRAPHICS			408.03	776.87	1,184.90
FINEST KIND VENDING CO.		33.60	35.70	37.84	107.14
FIRE HOUSE DINER			854.70		854.70
FIRST CHOICE PRINTING	13,824.37	3,645.60	3,771.60	4,247.21	25,488.78
FOURNIER MACHINE SHOP	5,065.15				5,065.15
GIANT YARD & HOMECARE				48.50	48.50
GLAMOUR POOLS, INC.		2,763.40	2,877.00	3,049.62	8,690.02
GOOD TIME LANES		443.10	443.10	458.56	1,344.76
HAIR RAZORS I			2.97	82.36	85.33
HUSTON BROTHERS				278.25	278.25
INTEGRATED PAYMENT SYSTEMS	8.97				8.97
KBC HARDWOOD FLOORS		16.80	16.80	97.94	131.54
LANTERN VIDEO PRODUCTIONS		35.70	35.70	37.84	109.24
LEMAYS AUTO BODY SHOP		436.80	453.60	480.82	1,371.22
LEWIS AUTO SALES		168.00	247.80	249.31	665.11
LIL'S GIFTS, VALUES & SEWING				4.45	4.45
LISBON BOOKKEEPING SERVICE			218.40	231.50	449.90
LITTLE DAGS			36.72	40.07	76.79
LITTLE RIDGE FARM				44.52	44.52
LOGS TO LUMBER			77.70	164.72	242.42
M&A AUTOSERVICE LLC				3.35	3.35
MADISON'S TANNING & DAY SPA			88.20		88.20
MARK'S DELI				173.63	173.63
MARK'S INC.				405.13	405.13
MARKS INC. [CAR WASH]				937.15	937.15
MARKS LAUNDROMAT				788.00	788.00
MORSE MECHANICS				463.01	463.01
MOTOSTAR TIRE &				1.19	1.19
NEIGHBORHOOD REDEMPTION	443.70	50.40	52.50	55.65	602.25
NEW ENGLAND VENDING			1,024.80	2,172.58	3,197.38
NORTHEAST AUTO & DIFFERENTIAL				46.74	46.74
PAUL MASON & SON		29.27	241.50	227.05	497.82
PIELA OIL CO.		249.56			249.56
PURE HAIR				26.71	26.71
RAILROAD DINER	274.13	520.80	539.70	572.08	1,906.71
RIDER, DARREN		126.00	132.30	140.24	398.54
RIVER VIEW FARM		562.80	336.00	111.30	1,010.10
RONALD HOWE EXCAVATING		4,536.00	4,706.10	4,988.47	14,230.57
SMITH, EUGENE				25.60	25.60
SUMTHIN FISHY, LLC				84.59	84.59
T&A CAFE	414.37				414.37
T&A VARIETY & DINNER		823.20			823.20
T. CARVILLE TRUCKING		5.50			5.50
TIM'S PROPERTY MAINTENANCE			81.90	86.81	168.71
TIP TOP TREE SERVICE			361.20	382.87	744.07
UNI-SIM				331.67	331.67
VILLAGE REAL ESTATE	103.06				103.06
WHAT TO WEAR		54.60	56.70		111.30
XTREM MOTOR SPORTS		97.92			97.92
<b>GRAND TOTALS</b>	<b>20,133.75</b>	<b>20,854.95</b>	<b>26,372.22</b>	<b>29,560.27</b>	<b>96,921.19</b>

# Town Salary Report

Jessica Maloy, Finance Director

Animal Control	Title	Salary	Elected Officials	Title	Salary
Jeffrey Cooper	AC Officer	\$ 36,842.90	Fernand Larochelle Jr	Town Council	\$ 1,740.00
			Mark Lunt	Town Council	\$ 1,425.00
<b>Assessing</b>			Gina Mason	Town Council	\$ 1,425.00
Kathleen Malloy	Deputy Assessor	\$ 39,824.17	Dillon Pesce	Town Council	\$ 1,425.00
			Lisa Ward	Town Council	\$ 1,425.00
<b>Buildings</b>	<b>Title</b>	<b>Salary</b>	<b>Finance</b>	<b>Title</b>	<b>Salary</b>
Layne Curtis	Custodian	\$ 60.50	Jessica Maloy	Finance Director	\$ 64,590.55
Stephanie Doughty	Custodian	\$ 2,775.00	Brenda Martin	Accounts Payable	\$ 23,838.31
Samantha Estabrook	Custodian	\$ 4,295.50	Jessi Stein	Payroll Clerk	\$ 8,124.95
Julie Guay	Custodian	\$ 885.00	Geraldine Woods	Payroll Clerk	\$ 35,567.07
Joseph Normand	Custodian	\$ 313.23			
<b>Code Enforcement</b>	<b>Title</b>	<b>Salary</b>	<b>Fire</b>	<b>Title</b>	<b>Salary</b>
Michael Cote	Code Enforcement	\$ 11,854.53	Dan Aceto	Firefighter	\$ 1,182.50
Dennis Douglass	Code Enforcement	\$ 49,521.23	Dana Adams	Firefighter	\$ 2,360.00
			Johnathan Adams	Captain	\$ 5,390.00
<b>Communications</b>	<b>Title</b>	<b>Salary</b>	James Beal	Firefighter	\$ 5,680.00
Victor Barr	Reserve Dispatcher	\$ 77.70	Timothy Berry	Firefighter	\$ 3,820.00
Mark Bingelis	Reserve Dispatcher	\$ 15,203.36	Jimmy Berube	Firefighter	\$ 2,060.00
John Chonko Jr	Reserve Dispatcher	\$ 1,558.04	Jeremy Best	Firefighter	\$ 462.50
Steven Dickinson	Dispatcher	\$ 49,984.43	Jared Blake	Firefighter	\$ 5,397.88
Melissa Kelly	Reserve Dispatcher	\$ 1,787.10	Jeffrey Carr	Firefighter	\$ 1,850.00
Tiffany Libby	Dispatcher	\$ 13,861.46	Corey Chase	Firefighter	\$ 1,850.00
Kevin McKenzie	Dispatcher	\$ 11,457.27	Nehemiah Chase	Firefighter	\$ 1,910.00
Cathy Roy	Dispatcher	\$ 46,191.86	Albert Cone	Firefighter	\$ 120.00
Daniel Turcotte	Dispatcher	\$ 52,182.66	Dennis Cox	Lieutenant	\$ 2,780.00
Charles White	Reserve Dispatcher	\$ 12,280.44	Randy Cyr	Firefighter	\$ 2,182.63
			Kyle Galarneau	Lieutenant	\$ 3,725.00
<b>Economic Dev.</b>	<b>Title</b>	<b>Salary</b>	P. Sean Galipeau	Chief	\$ 64,315.76
Scott Benson	Director	\$ 25,283.82	Leland Gamache	Engineer	\$ 11,367.15
Tracey Steuber	Director	\$ 26,486.50	George Grant	Firefighter	\$ 1,850.00
Debra Wagner	Moxie Aide	\$ 3,000.00	Ryan Guay	Engineer	\$ 2,558.50
			Leo Hewes	Juvenile Officer	\$ 2,090.00
<b>Elected Officials</b>	<b>Title</b>	<b>Salary</b>	Christopher Huston	Firefighter	\$ 1,387.50
Tyler Daly	Camera Operator	\$ 84.38	Sean Kaherl	Firefighter	\$ 2,230.50
David Judd Jr	Camera Operator	\$ 76.88	Adam Kazimer	Firefighter	\$ 2,225.00
Traci Austin	School Committee	\$ 1,740.00	Alex Kazimer	Firefighter	\$ 2,000.00
George Caron	School Committee	\$ 1,425.00	Bailey Keating	Firefighter	\$ 582.50
Marcey Crosskill	School Committee	\$ 1,425.00	Nathan Leclair	Lieutenant	\$ 3,841.00
Herbert Reed	School Committee	\$ 1,425.00	Jason Leduc	Firefighter	\$ 1,870.00
Kathi Yergin	School Committee	\$ 1,425.00	James Lemieux	Firefighter	\$ 1,910.00
Roger Bickford	Town Council	\$ 1,425.00	Kevin Lurette	Firefighter	\$ 947.50
Gregg Garrison	Town Council	\$ 1,425.00			

# Town Salary Report

Continued...

Fire (continued)	Title	Salary	Police	Title	Salary
Robert Lerette	Lieutenant	\$ 3,035.00	Renee Bernard	S.R. Officer	\$ 57,670.70
John Levesque	Firefighter	\$ 462.50	Denise Bowie	Administrative Assistant	\$ 40,657.88
Derick Lycette	Firefighter	\$ 302.50	David Brooks	Chief	\$ 72,159.70
Elliot Manocal	Firefighter	\$ 925.00	Glen Brushwein	Reserve Officer	\$ 6,557.10
Michael Mooney	Firefighter	\$ 1,880.00	Joanne Campbell	LEAD COOR	\$ 6,522.93
Mitchel Morse	Firefighter	\$ 2,180.00	Mark Caron	Reserve Officer	\$ 3,173.40
Daniel Nicholson	Firefighter	\$ 1,850.00	Glenn Darby	Officer	\$ 22,526.77
Heath Ouellette	Firefighter	\$ 1,540.00	Darin Estes	Officer	\$ 40,329.21
Ronald Ouellette	Firefighter	\$ 2,360.00	Shawn Kelly	Officer	\$ 62,070.42
Philip Palmore	Engineer	\$ 7,372.50	Wendy Kierstead	PT Crime Analyst	\$ 7,214.07
Chad Pelletier	Lieutenant/Engineer	\$ 6,905.00	Gabrielle Mathieu	Reserve Officer/Dispatcher	\$ 6,292.13
Thomas Pelletier	Firefighter	\$ 1,122.40	Dennis Matthews	Reserve Officer	\$ 3,215.57
Erik Poulin	Firefighter	\$ 2,225.00	Bernard Mcallister	Detective	\$ 70,813.25
Calvin Reuling Jr	Captain	\$ 3,860.00	Ryan Mcgee	Officer	\$ 55,063.88
Joseph Robitaille	Firefighter	\$ 2,442.50	Paul Michaud	Contractor	\$ 4,975.00
Michael Robitaille	Deputy Chief/Eng.	\$ 5,140.00	Daniel Michel	Lieutenant	\$ 62,546.63
Robert Robitaille	Deputy Chief	\$ 4,495.00	Harry Moore Jr.	Sergeant	\$ 75,130.58
Ryan Strout	Firefighter	\$ 2,105.00	Jeffrey Picard	S.R. Officer	\$ 56,336.28
Charles Thompson	Firefighter	\$ 1,970.00	Richard St. Amant	Officer	\$ 67,045.49
Marc Veilleux	Deputy Chief	\$ 2,338.00	Sherry St. Amant	Reserve Officer	\$ 3,293.75
Eric Watson	Lieutenant	\$ 9,635.00	Jason St. Pierre	K-9 Officer	\$ 59,657.38
Jeremy Williams	Firefighter	\$ 3,127.50	Thomas Stanton	Reserve Officer	\$ 148.00
Thomas Wrobel	Lieutenant	\$ 5,472.50	Scott Stewart	Sergeant	\$ 70,263.73
			Andrea Tapley	Part Time Secretary	\$ 10,380.96
			William Tapley	Detective	\$ 64,076.73
			Jeffrey Williams	Officer	\$ 23,868.21
<b>Library</b>	<b>Title</b>	<b>Salary</b>	<b>Public Works</b>	<b>Title</b>	<b>Salary</b>
Robert Dall	Aide	\$ 1,466.00	Darla Ayer	Administrative Asst.	\$ 32,968.80
Jo-Jean Keller	Children's Librarian	\$ 23,268.71	Elwood Beal Jr	Operations Manager	\$ 69,058.85
Anita Marenius	Info. Svc. Tech.	\$ 22,240.40	Kevin Brannigan	Seasonal	\$ 25.50
Cynthia Medlen	Technical Services	\$ 22,240.40	Gilbert Card	PT Laborer	\$ 4,232.77
Diane Nadeau	Director	\$ 47,771.22	James Carville	Seasonal	\$ 2,513.25
Mary Schalk	Circulation Aide	\$ 6,753.84	Jason Colson	Driver/Laborer	\$ 47,287.98
Renata Schalk	Children's Aide	\$ 5,949.56	Duane Conant	Driver/Mechanic	\$ 62,399.47
Victoria Schalk	Aide	\$ 1043.11	Randall Crafts	Seasonal	\$ 63.00
			Duncan Daly	Mech./Maint.SUPV	\$ 55,202.01
			James Field	Driver/Operator	\$ 33,541.59
			Linden Houle	Driver/Operator	\$ 132.00
			David Judd	Driver/Operator	\$ 54,170.89
			Darren Lilly	Seasonal	\$ 411.75
<b>Parks</b>	<b>Title</b>	<b>Salary</b>			
Verla Brooks	Parks Director	\$ 43,467.44			
David Cherry	Temporary Help	\$ 295.01			
Lisa Gendek	Temporary Help	\$ 73.13			
Mark Jones	Seasonal	\$ 14,111.60			
Michael Lecompte	Seasonal	\$ 3,757.50			
Derick Lycette	Seasonal	\$ 6,048.00			

# Town Salary Report

Continued...

Public Works	Title	Salary	Recreation Cont.	Title	Salary
Christen Morin	Driver/Operator	\$ 19,818.44	Barbara Martin	After School SUPV	\$ 982.29
Daniel Poisson	Foreman	\$ 59,703.13	Jamey Martin	Asst. Director	\$ 11,111.39
Ryan Richard	Seasonal	\$ 3,114.00	Jamie Mason	Maintenance	\$ 260.00
Benjamin Tarr	Seasonal	\$ 4,657.50	Jolene Mckay	Soccer Coach	\$ 2,123.80
James Wagg, II	Driver/Operator	\$ 50,809.29	Jessica Meakin	Pre-School Playground	\$ 1,530.00
			Walter Moyse	Football Coach	\$ 1,400.00
Recreation	Title	Salary	Richard Mynahan	Football Camp	\$ 215.00
Georgia Ahlers	Tennis	\$ 350.00	Matthew Nicholson	Playground	\$ 2,099.16
Priscille Allard	Bus Driver	\$ 1,493.32	David Novaria	Soccer Coach	\$ 350.00
Jake Angelico	After School	\$ 555.01	Jennifer Novaria	Personal Coach	\$ 1,140.00
Kayla Angelico	After School	\$ 1,996.32	Jennifer Perron	After School SUPV	\$ 206.25
Nicole Austin	Field Hockey Coach	\$ 800.00	Barry Pomerleau Jr	Football Coach	\$ 800.00
Traci Beaulieu	Bus Driver	\$ 270.00	Jean Poulin	Office Staff	\$ 562.88
Kyle Bourget	Trekker SUPV	\$ 1,230.00	Anthony Quantrano	Co-Ed Softball Coord.	\$ 500.00
Kelly Bourgoin	Track	\$ 2,052.29	Emma Randall	Trekker SUPV	\$ 1,595.98
Ryan Brewer	Trekker SUPV	\$ 1,985.63	Christopher Ridley	Official	\$ 110.00
Lisa Brown	Track	\$ 1,025.00	Randall Ridley	Summer Football Coach	\$ 175.00
Cody Campbell	Track Assistant	\$ 566.25	Tonia Ross	Zumba	\$ 1,288.00
Jessica Campbell	After School SUPV	\$ 1,601.80	Terry Roy	After School SUPV	\$ 75.00
Danielle Cloutier	Cheering Coach	\$ 300.00	Anthony Russo	Basketball COOR	\$ 350.00
Joseph Doughty	Playground	\$ 2,340.25	Douglas Sautter	Basketball COOR	\$ 1,750.00
Krystal Doughty	Summer Camp	\$ 1,213.34	Nicole Sautter	Basketball COOR	\$ 1,430.00
Karen Durisko	Summer Camp	\$ 7,088.75	Mason Smith	Playground	\$ 311.95
Kristie Feely	Trekker SUPV	\$ 3,315.25	Stefan Smith	Summer Rec. SUPV	\$ 2,022.72
Brooke Gamache	Trekker SUPV	\$ 1,764.38	Jessica Splude	Field Hockey Coach	\$ 1,400.00
Cheryl Garnett	Admin. Assistant	\$ 29,906.00	Mark Stevens	Director	\$ 49,545.44
Loren Grant	Trekker SUPV	\$ 1,441.88	Leslie Stewart	Playground SUPV	\$ 4,053.10
Cole Greaves	Playground	\$ 1,835.63			
Olivia Harrington	Trekker SUPV	\$ 1,783.13	Senior Meals	Title	Salary
Jessica Hart	Pre-School Playgrd.	\$ 680.00	Nina Kidwell	Meal Server	\$ 1,643.01
Sandra Hogan	Before/After SUPV	\$ 5,655.55			
Brandon Hovey	Fitness Center SUPV	\$ 420.75	Sewer	Title	Salary
Justin Jouver	After School SUPV	\$ 309.38	Stephen Aievoli	Operations Manager	\$ 66,586.14
Michael Kane	Playground	\$ 5,295.72	Zachery Breton	Operator	\$ 25063.35
Christopher Kates	Football Coach	\$ 300.00	Katharyn Brunelle	Sewer Account Clerk	\$ 17,781.45
Tonia Keating	Yoga Instructor	\$ 1,180.00	Charles Durand	Operator	\$ 14,655.00
Aline Strout	Seniors Program	\$ 12,370.94	Haley McCrater	Sewer Account Clerk	\$ 560.00
Irene Tobin	Bus Driver	\$ 2,112.79	Anthony Soucy	Operator	\$ 43,213.59
Rebekah Trimble	Summer Rec. SUPV	\$ 1,989.39	Michael Stewart	Maint. Supervisor	\$ 56,565.90
Julie Wescott	F. Hockey Camp	\$ 300.00			

# Town Salary Report

Continued...

Solid Waste	Title	Salary	Town Clerk	Title	Salary
Terrance Brennan	PT Attendant	10,833.44	Marie Hale	Asst. Clerk, Dep. Registrar	\$ 971.38
Troy Douglass	Attendant/Driver	34,841.91	Karen Hanlon	Election Clerk	\$ 230.63
Robert Duquette, Jr.	PT Attendant	8,528.70	Robert Jordan	Deputy Warden	\$ 347.50
Marcel Obie	Operations Manager	3,869.51	Twila Lycette	Town Clerk	\$ 53,868.68
Wayne Ricker	PT Attendant	5,690.58	Edward Madden	Election Clerk	\$ 99.00
			Andrea Metayer	Election Clerk	\$ 430.88
Tax Collector	Title	Salary	Gwendolyn Michel	Asst. Clerk, Dep. Registrar	\$ 852.61
Kathaleen Bailey	Dep. Tax Collector	\$ 7,650.71	Richard Roberts	Asst. Clerk, Warden	\$ 245.00
Kathryn Brunelle	Dep. Tax Collector	\$ 17,781.45	Elizabeth B Sawyer	Election Clerk	\$ 204.38
Haley McCrater	Dep. Tax Collector	\$ 560.00	Dorothy Smith	Election Clerk	\$ 230.63
Pauline Pelletier	Counter Clerk	\$ 32,043.61	Dona Stewart	Election Clerk	\$ 86.00
Jessi Stein	Counter Clerk	\$ 8,124.95			
Gail Winslow	Counter Clerk	\$ 27,902.41	Town Engineer	Title	Salary
Traci Austin	On Call Counter Clerk	\$ 3,315.66	E. Ryan Leighton	Engr./Public Works Dir.	\$ 78,298.33
Town Clerk	Title	Salary	Town Manager	Title	Salary
Victoria Baldwin-Wilson	Election Clerk	\$ 134.00	Jody Durisko	Administrative Assistant	\$ 34,830.05
Virginia Barden	Election Clerk	\$ 94.00	Stephen Eldridge	Town Manager	\$ 91,266.36
Helen Baumer	Election Clerk	\$ 230.63			
Pauline Baumer	Election Clerk	\$ 112.00	Water	Title	Salary
Camille Booker	Election Clerk	\$ 125.63	Paul Adams	General Manager	\$ 61,383.76
Jonathan Carsley	Sound Technician	\$ 180.00	Amy Austin	Clerk	\$ 17,360.43
Linda Douglass	Election Clerk	\$ 130.00	William Bauer	Commissioner	\$ 1,800.00
Lorraine Dunn	Asst. Clerk, Dep. Reg.	\$ 237.82	Christopher Brunelle	Water Operator	\$ 37,052.30
Anita Fournier	Deputy Warden	\$ 439.56	Stanley Doughty, Jr.	Commissioner	\$ 1,500.00
Elizabeth French	Assistant Town Clerk	\$ 27,674.12	Randall Lawton	Water Operator	\$ 53,699.99
Margaret Ganong	Election Clerk	\$ 246.00	Laurier Plourde	Operation Supervisor	\$ 60,565.12
Monique Gayton	Asst. Clerk, Warden	\$ 367.00	Shellie Reynolds	Office Administrator	\$ 38,183.90
Sheila Gray	Asst. Clerk, Warden	\$ 394.50	Kenneth Wells	Commissioner	\$ 1,500.00
Phyllis Greim	Election Clerk	\$ 114.38			



# Assessing Department

Kathy Malloy, Assistant Assessor

It is the Assessor’s job to equitably apply Maine tax laws to all property in the Town of Lisbon. The Assessor is responsible for discovering, listing, and valuing all taxable property including both real and personal property. This is accomplished through the maintenance of property record cards, deed transfers, tax maps and keeping track of individuals and property eligible for exemption.

A partial list of records available in the Assessing office includes the tax commitment book, tax maps, property record cards, and real estate transfer declarations. The tax commitment book and tax maps are also online and can be accessed through the Town’s web site at [www.lisbonme.org](http://www.lisbonme.org).

Lisbon’s tax year is a fiscal year that runs from July 1st thru June 30th; assessments for that year are fixed on April 1st as per State statute.

Taxable Value	2012	2013
Real Estate	\$424,816,401	\$428,147,277
Personal Property	\$ 26,067,600	\$ 24,201,200
Total Value	\$450,884,001	\$452,348,477

### Current Land Use Programs

These programs allow for the land assessment to be based on its current use rather than its potential fair market value. These programs include Tree Growth, Farm Land and Open Space classifications.

Lisbon has the following acreage enrolled in these programs:

Classification	Acreage 2012	Acreage 2013
Tree Growth	3,380	3,405
Farm Land	552	570
Open Space	89	106

### Exempt Property

These are properties that are classified exempt under Title 36, M.R.S.A. Sections 651, 652, 653, 654, 656

Exempt Property by law	2012	2013
Total Value	\$50,114,160	\$50,040,970

The exemptions include property owned by the State, Town, Charitable and Benevolent Organizations, Houses of Religious Worship and Parsonages. Also included are the values of the veteran and blind exemptions.

### Exemption Programs

**Homestead Exemption** -This program provides a measure of property tax relief for certain individuals that have owned homestead property in Maine for at least twelve months and make the property they occupy on April 1<sup>st</sup> their permanent residence.

**Veteran Exemption** Veteran and Widow of Veterans- A veteran who served during a recognized war period and is 62 years or older; or is receiving 100% disability as a Veteran; or became 100% disabled while serving.

**Blind Exemption** An individual who is blind can apply for a \$4,000 in valuation exemption from taxation.

Maine Residents also have the benefit of another tax relief program that is administered by Maine Revenue Services. The Maine Residents Property Tax and Rent Refund Program was replaced by a refundable Property Tax Fairness Credit that can be claimed on the Maine individual income tax return, form 1040ME. For more information call Maine Revenue Services at 207-626-8475 or visit their web site at:

[www.maine.gov/revenue](http://www.maine.gov/revenue).

## Personal Property

Personal Property Taxes are levied against furniture, fixtures, machinery and equipment of business property owners. The tax rate is the same rate as applied to taxable real estate.

There are two programs that offer relief with personal property taxes.

The first one is (BETR ) Business Equipment Reimbursement Program administered by the State, and is available to any business taxpayer placing eligible personal property into service after April 1, 1995.

The second program (BETE) Business Equipment Tax Exemption is an exemption for qualifying equipment that is placed in service on or after April 1, 2008.

For applications or more information regarding any of these programs please see our web site at [www.lisbonme.org](http://www.lisbonme.org) or stop by the office. Maine Revenue Services web site is also a good source of information at:

<http://www.maine.gov/revenue/forms/property/appsformspubs.htm>.

Assessor's Office  
William Van Tuinen, Assessor  
Kathy Malloy, Assistant Assessor  
Tel. (207) 353-3000 Ext. 110  
300 Lisbon Street  
Lisbon, Maine 04250



# Police Department

David Brooks, Chief

As with the beginning of all Fiscal Years in Lisbon, the Police Department's immediate planned event was the Moxie Festival. From the police standpoint, the Moxie Festival went very well. Thousands of people came to our community for the three days of activities, and thankfully everyone had a good time and all went well. The fireworks on Friday night and the parade and festival on Saturday required all of the Police Department's available manpower to cover.

Also in the first month of the fiscal year, the summer Bike Rodeo was held with the Lisbon D.A.R.E. and the Lisbon Recreation Department co-sponsoring the event. More than 125 kids participated in the rodeo. Staying with the topic of D.A.R.E., 2012 marked the 25th Anniversary of the Lisbon D.A.R.E. Program. Every year, Lisbon 5th graders take part in the D.A.R.E. curriculum and then are participants in a graduation ceremony held at Bates College. They will again take part in D.A.R.E. curriculum in the 7th and 8th grades. School Resource Officers Renee Bernard and Jeffrey Picard are the primary D.A.R.E. instructors and were assisted by Officer Darin Estes and the department's original D.A.R.E. instructor, Det. Bernard McAllister. Beyond the classroom, the D.A.R.E. program sponsors many activities throughout the year including trips to Fun Town USA, swimming at the YWCA in the summer and numerous ski trips in the winter. In September 2012, the New England Patriots Alumni vs. the Lisbon D.A.R.E. All-Stars football game was held. This event is held every other year, and is the only fundraiser for the D.A.R.E. Program. Money raised during this fund raising event funds the D.A.R.E. program and activities for two years. The next game will be held in the fall of 2014.

A case of local interest that highlighted the news for a period of time came to a conclusion during this reporting period. A 32 year old Sabattus man went to prison for 15 years after pleading to Elevated Aggravated Assault and Aggravated Assault. He had stabbed his girlfriend multiple times in a parked car on King Road and he also stabbed the Good Samaritan that came to her aid, and undoubtedly saved her life. In September of 2012 the Lisbon Town Council recognized that Good Samaritan, John Clark, and presented the Lisbon Award of Valor by a Citizen to him.

Two other cases of local interest were armed robberies of local convenience stores. In October 2012, Miller's Variety was robbed. The robber in that case used a vehicle that he had stolen in Monmouth. Good work by officers of the department, along with the cooperation of the local media led to numerous leads which quickly led to the arrest and subsequent conviction and six year prison sentence of the criminal. In May of 2013, The Big Apple Store was robbed and the robber, brandishing a knife, disguised in a mask and wearing a black hooded sweatshirt and gloves, demanded cash and fled the store. An exhaustive investigation followed, and three weeks later a 23 year old Lisbon Falls man was arrested and charged with robbery and theft. These cases were investigated in their entirety by officers of your Police Department and as you can see by these results, they did an excellent job.

In FY'13 Lisbon's burglary and attempted burglary calls decreased by 12%; however the decrease followed a 25% increase in those calls in FY'12. The good news here is that Burglary calls did not take another climb. Larceny/forgery/fraud calls remained the same with 143 in FY'12 and 142 in FY'13. Domestic s/Disorderly/Disturbance calls decreased 19% in FY'13 which would be a nice trend if it would continue.. In FY'12 that category had a 30% increase. Drug investigation calls increased 25% and sex crimes increased 83% to 33 calls compared to 18 the prior year. Crime trends will continue to go up and down and your Police Department will continue to aggressively enforce, investigate and remain highly visible and proactive in our efforts.

# Police Department

Continued...

The Police Department continues to maintain its agreement with the Maine Drug Enforcement Agency, and the Department of Homeland Security. Detective William Tapley continues to be the department's designee assigned as a Resident MDEA Agent and Task Force Officer for the Department of Homeland Security. He has been assisting in an investigation this year that we anticipate may bring forfeiture funds to our department in the months ahead. Hopefully, I will be reporting more to you on this topic in next year's annual FY'14 report.

The department received a number of grants throughout the fiscal year. The 2012 Homeland Security Grant Program award of \$3,200.00 gave the department the opportunity to replace three desktop computers and UPS back-ups in early 2013. The Maine Bureau of Highway Safety awarded the department grants for High Visibility Impaired Driving Enforcement Program and followed that with another grant for OUI Enforcement and Seatbelt Enforcement. The OUI Enforcement program, "Drive Sober, Maine" began in December 2012 and ended in September 2013. At the conclusion of that grant period the department will receive a laser radar unit for its participation in the program.

Work on the new Communications Center in the Police Department began in November. This project was funded entirely by the 2011 Homeland Security Grant received in March 2012 for \$97,292.00. The project was a live install, which means that the ComCenter remained fully operational during the transition. The service technicians indicated that a project of this size would normally be scheduled over a two week period; however because our ComCenter had to remain operational, the various service providers; radio technicians, telephone technicians, console assembler and police personnel worked together and completed the task in three long days. During the following weeks additional work was completed, adding radio equipment, antennas and back-up systems for the towns that were going to be serviced by the Lisbon ComCenter. A new computer server was installed, and the department RMS was migrated from the old to new server. After that was accomplished, the RMS for Sabattus Police and Fire Departments and the Durham Fire Department were integrated into the new server. On January 1st the new Lisbon Regional Communications Center began servicing not only the Town of Lisbon, but the Town of Sabattus for their Police and Fire and the Town of Durham for its Fire Department. In March, the Town of Greene Fire Department joined our ComCenter.

The ComCenter recorded a total of 12,074 Calls for Service (CFS) this fiscal year; remember that the 2nd half of the year it provided service to the previously mentioned towns. Lisbon had nearly 9500 of the CFS.

Humane Officer Jeffrey Cooper continues providing animal control services to the Town of Lisbon and to the Towns of Sabattus, Bowdoin and Durham as well. As you can imagine, he is busy with not only the required enforcement activity, but even more so with proactive assistance in capturing and releasing animals and finding new homes for abandoned and abused animals as well. He works cooperatively with the three animal shelters in our area, the Coastal Humane Society in Brunswick, the Greater Androscoggin Humane Society in Lewiston and the Ford Shelter in Lisbon.

The 2013 Citizen's Police Academy (CPA) had seventeen (17) citizen participants. The CPA was held for ten (10) weeks beginning in February and ending in May. Courses of instruction included; the hiring process, ComCenter operations, patrol functions, criminal investigations, mock crime scenes, OUI enforcement, drug interdiction, K-9 searches, domestics, school resource officers, animal control function, hands-on simunition training and one participant volunteered to be tased during the taser class.

After completion of the 10 week program, all of the CPA graduates participated in ride-a-longs with patrol officers. All participants gave the program and instructors, Lisbon police officers, dispatchers, and the humane officer, great reviews and all suggested that future CPA's be extended beyond the ten week program.

The department continued participation in the National Take Back Initiatives during this reporting period. Twice during the year, in the spring and again in the fall, the department participated in the nationwide drug take back day. Unwanted and unused prescription drugs were collected and delivered to the DEA for destruction. With the addition of the Prescription Drop Box in the Police Department lobby, our department's collection has increased. We continue to encourage folks to deposit their unwanted or unused prescription drugs in our drop box. This effort helps to keep these drugs away from those who would use them illegally, and it helps in protecting our environment too.

The department's Lisbon Education/Employment & Delinquency Program, LE<sup>2</sup>AD, remains very active and successful. Coordinator Joanne Campbell maintains a full client list assisting these at-risk youths with completing their high school or GED education, possible secondary education efforts and job placement. Special thanks also go to the Lisbon School Department which has agreed to cooperate with this department to fund 50% of the Coordinator's position.

Police Explorer Post #4250 continued to remain active this year. Youths between the ages of 14-20 who have expressed an interest in pursuing a career in criminal justice are members of this Post. Post Advisors are School Resource Officer Renee Bernard and Sergeant Harry Moore.

The Volunteers in Police Service, VIPS, have continued their Citizen Outreach Program throughout the year. These volunteers come into the Police Department twice a week and make telephone contact with seniors and shut-ins. Members are also adult leaders in the Police Explorer Post.

The Lisbon Community Policing Advisory Group also met a few times this fiscal year. Though no new projects or tasks were given to them from the town, they remain active and ready to assist the community in ordinance research and development, and other community policing initiatives as the needs come about.

As you can see from reading this report, the Police Department remains very proactive with the various programs it provides, and sponsors. I want to take this opportunity to thank all of the citizen volunteers and Police Department staff who work together in these various programs and committees in making our community a better place for all citizens.

All of the men and women of the Police Department, Communications Center and Animal Control Division work very hard to maintain a safe environment in our community. We appreciate your support and are especially thankful to those citizens who believe it is incumbent upon them to assist in protecting the community.

Respectfully submitted,

David T. Brooks, Chief of Police



# Fire Department

Sean Galipeau, Chief

The Lisbon Fire Department responded to 257 calls for service for 2013. This is an increase over the previous year by 4 calls. Those numbers include a house fire on Cody Lane at approximately 11:30 PM on Saturday night of The Moxie Festival. Units arrived to a very large house fully involved. Command was established and lines were deployed in a defensive operation. The fire was under control in less than an hour but the damage was extensive. Chief Galipeau, the State Fire Marshall and a crew investigated the structure well into Sunday morning verifying that nobody was in the building at the time. The department also responded to multiple motor vehicle accidents, two of which happened on Lisbon Street 24 hours apart in the same location. Luckily for all four drivers, no one was critically injured. Not the same outcome for two other motor vehicle accidents that we responded to in December. Unfortunately those were fatalities. We also responded to six power line investigation calls from December 23<sup>rd</sup> through Christmas due to the ice storm that we received. I ask the drivers to please obey road closed signs and do not proceed through them, they are closed for your safety and you can be cited for it.

We had some changes in the leadership of the department. We said goodbye to long-time member Deputy Chief Marc Veilleux. Marc accepted the Chief's position for the Town of Sabattus and retired from the Lisbon Fire Department. He had served as a member of both companies and worked his way up to Deputy Chief for E. T. Smith Hose Company. His dedication for the last 22 years has been stellar and I would like to thank him for his dedication to the department and wish him all the luck in his new position as Chief. With Marc stepping down we promoted Nathan LeClair to the position of Deputy Chief. Nate is also a two company member and has been with the department almost 20 years. He is a certified fire investigator and fire officer and also a career firefighter for the Brunswick Fire Department. I am confident he will do well in the position. I would also like to thank Captain JP Adams for his dedicated service as Captain of the Lisbon Falls Fire Company. He has chosen to step back into the ranks of the department. He has served the department as an officer for ten years and has been an influential leader. He is stepping down to spend more time with his family and to dedicate more time to training the firefighters throughout the state. Taking his place will be Lieutenant Rob Lerette. Captain Lerette has been a dedicated Lieutenant for the Falls Company and is a motivator. He and the dedicated members were responsible for completing the smoke detector program in 2011. We also said good bye to Jeremy Best of the E. T. Smith Hose Company. Jeremy has served the department since 1991 holding the positions of firefighter, engineer, Lieutenant and Captain. He has been a very dedicated and committed member of the department and will be greatly missed by the department. Jeremy's dedication to the department still shows for as I am typing this report in February we have had a steady stream of storms and he has snow blown the station out so that members can access and respond in a timely manner.

As always, in June the department geared up for Moxie Days. Having scheduled a touch a truck event, the toll booth, fireworks, sausage sales, parade, muster and supporting the river race on Sunday, it proved to be a busy weekend. Then throw in the above mentioned fire on top of that.

Training and the work details are moving along in the department. Congratulations to Firefighter 1 and 2 graduates Heath Ouellette and Jason Leduc for completing that course. Hose testing was complete for the year. Truck maintenance and projects are a never ending project for the department and I would like to thank the members for

# Fire Department

Continued...

always completing the tasks at hand. The department has taken delivery of the new Self Contained Breathing Apparatus and compressor. This is a very large upgrade to the department and we were fortunate enough to be able to do it without an increase in our budget whatsoever. Proper planning and follow through made that happen.

The banquet was held in February with the honors of Fire Officer of the Year for each company being awarded. Lieutenant Tom Pelletier for E.T. Smith Hose Company and Captain JP Adams for Lisbon Falls Fire Company were the recipients. Firefighter of the year went to Chad Pelletier from E. T. Smith and Ryan Strout for Lisbon Falls. This year's Chiefs Excellent Award went to Firefighter Jim Beal for his commitment to the Lisbon Fire Department. Our guest speaker was Army Lieutenant and Kansas City Chiefs linebacker Caleb Campbell. He addressed the guests and members for approximately thirty minutes on what a person's calling in life is and how to achieve your goals. His inspiring time here made an impact to a lot of people in the room.

We have four new members to the department. Tom McGrath, Kevin Lerette, Peter Pierce, and Andrew Levesque joined our ranks. McGrath and Lerette will be obtaining their firefighter training from the Tri-County Program this upcoming year while Pierce and Levesque are past graduates of the program. It's nice to get some new members who have some experience. Andrew is a past member of the Falls Company and both he and Peter are past members of the Durham Fire Department.

Thank you to the members of the department that took part in Fire Prevention in October. The members present classes at the Lisbon Community School in fire prevention and familiarization of equipment. This is done in a two to four day schedule and is a lot of work to have 400 plus kids come through the class. We top it off with a fire prevention day at Aubuchon Hardware where the department has the apparatus on static display and this year handed our free detectors from a grant from First Alert and Aubuchon's.

Thank you to the officers and members for their dedication also. The amount of time that these members put in for this town is unbelievable, from the officers and their collateral duties to the engineers assuring that the apparatus is ready to go at anytime. Each and every minute is time away from their personal life and families.

The department would like to extend an invitation to anyone interested in joining the department that lives in the Village Street area to please pick up an application. We have had a manpower shortage in the E. T Smith Hose Company station for over a year now.

Respectfully submitted by,

Fire Chief Sean Galipeau



# Public Works Department

E. Ryan Leighton, Director/Town Engineer

In addition to Public Works, Sewer and Solid Waste management, the Public Works Director/Town Engineer is involved with and responsible for many aspects of local government; including major project planning, construction management, town buildings maintenance and capital planning, as well as the operation and maintenance of the municipal technology infrastructure.

## PUBLIC WORKS DEPARTMENT

The Public Works highway crew began the new fiscal year by continuing improvements to Route 196 from Patterson Street to the Lisbon/Lewiston Town Line. Efforts included replacing the sidewalk from Memorial Street to Kelly Parkway as well as repairing and adjusting the drainage structures throughout the entire project length. This project was unique in that it was fully funded by Maine DOT, designed and administered by the City of Lewiston's Engineering Department, and encompassed approximately 6.5 miles of Route 196 in the two communities. This joint effort was a continuation of the excellent working relationship we have been fostering with the City of Lewiston as we have reached out on a number of occasions for assistance whether it be renting the City's grader at an extremely reasonable rate, hauling salt from their stockpile when deliveries have been delayed, and working together on storm water related issues. More details on the new storm water regulations governing Lisbon to follow in this report.

In addition to the Route 196 project, the crew worked on the Fisher Road project which included tree clearing by a private contractor followed by ditching with another private contractor working with the highway crew and a seasonal worker. This work was prior to Harry C. Crooker and Sons Inc. starting the bridge replacement and road rehabilitation project in the fall of 2012. The final pavement surface was completed during the spring of 2013.

Other projects completed this year include culvert replacements on Gould Road, County Road, and Fisher Road, expansion of the parking area near the high school athletic fields and tennis courts, installation of a gravel pad for a storage building at the School Superintendent's Office, and repairs to the end of Parillo Street. Sites were also prepared at the Town Lines on Route 9, Route 196, and Route 125 in advance of installation of new Town of Lisbon signs. These sign installations were part of a municipal strategy to improve the appearance of the community.

Public Works and Transfer Station staff worked together hauling 2500 yards of winter sand to the stockpile and in between all of these more significant jobs, the crew also cut brush, moved a storage building for the Recreation Department, performed weekly trash pickups, and completed other small maintenance projects at several of the town buildings.

As we transitioned to winter operations we were fortunate again this year to receive a new stainless steel dump body for Unit 224. The old dump body was rotted through as a result of years of salt and sand applications. With this replacement complete we have one more large dump truck needing a replacement body which we budgeted to have completed during the 2013-2014 Fiscal Year.

The start of winter was fairly quiet, but as we got into the middle of January the winter events became more numerous with the "Blizzard of 2013" arriving on February 8th. The crew started plowing around 7:00 AM on Friday and finally were able to go home around 8:30 PM Saturday February 9th. This storm resulted in two feet of snow and a very tired crew .

On Monday February 11th we received another 3 inches of snow and completed 16 hours of snow removal the following day. On February 16th & 17th we received another inch or so which, coupled with high winds, resulted in a lengthy sanding operation. On February 23rd more snow arrived around 11:30 PM and left us with another foot. On February 27th we got another 6 inches. This started out as light snow, then heavy, then rain and then snow again. The first week of March we were busy again with snow removal everywhere and changing cutting edges to be ready for the next storm. We had a couple light snow events which required the crew to be called in to sand. On March 19th we were hit with snow again. Another all-nighter plus for the crew.

In April, we kicked off the spring season with the Public Works and Sewer Departments working with the Positive Change Lisbon group and a large contingent of volunteers on the first annual spring clean up day. We focused our attention on the Route 196 corridor in an effort to improve the appearance and display the pride we have in our community.

In addition to the highway crew we have two full time mechanics responsible for the repair and maintenance of approximately 71 units in Town which includes all vehicles, stationary generators, compressor, and riding mowers. In addition they are also responsible for various streetlight maintenance, smaller equipment repair and maintenance efforts, and in some instances town building repairs. With the amount of work involved we generally have members of the highway crew assist the mechanics when schedules permit.

In terms of professional development milestones, this past year all crew members attended various trainings offered by the Maine Local Roads Center. Significant achievements of note include completion of the Supervisory Leadership Certification program offered through the Maine Chapter of the American Public Works Association by Duane Conant and Jason Colson. Continuing education of all staff is critical to continue improving the services we provide to the community.

Finally, this year we were fortunate to hire James Wagg II who comes to us with many years of experience as a driver, laborer and mechanic as well as Christen Morin who also comes to us with Public Works experience. They have both been welcome additions to our team.

## SEWER DEPARTMENT

The Sewer Department also started out the beginning of this fiscal year addressing man-holes in conjunction with the Maine DOT paving project on Route 196. Most of this work was not originally anticipated but became necessary based on the condition of the shoulders after the pavement grinding was completed. In anticipation of the road project the sewer main was internally evaluated and several deficiencies were identified. These areas of concern, totaling approximately 1200 feet, were addressed by installing a new PVC liner within the existing main. We also lined approximately 225 feet of sewer on Center Street. We have used the lining process in the past and this approach has been very successful and greatly reduces the impact to traffic as well as being a lower cost alternative to traditional open trench construction.

We continue to make operational improvements at the Treatment Plant. We have been able to shut down one of the Clarifiers in an effort to realize some energy savings while still allowing the Plant to operate within the discharge limits identified in our 2010-2015 Maine Pollutant Discharge Elimination System Permit and Waste Discharge License. Overall flows to the Treatment Plant continue to decrease mainly due to the closing of the mills.

The Sewer Department spent much of the summer cleaning sewer mains as well as clearing those mains which are not located in the paved road ways. These "cross country lines" required tree trimming and brush removal to provide adequate access to annually inspect the condition of the manholes and sewer lines. We also continued with improvements to the buildings and grounds at the Treatment Plant and pumps stations by painting inside and out, replacing old and rotten doors, fixing roof leaks, and trimming trees and brush.

As part of the 2012-2013 Budget we anticipated replacing our existing crane truck as well as the sewer vacuum truck. We were fortunate to find a multi-use digger derrick unit at the Maine Department of Transportation (MDOT) auction to replace the old crane truck and this unit has been used on a number of occasions by both Public Works and the Sewer Department as we continue to work cooperatively on equipment purchases which can benefit multiple departments. We also finalized a bid specification for a new Sewer Cleaner/Vacuum truck to replace the current truck which has been in service for 12 years and is undersized for cleaning some of our larger sewer mains as well as the storm sewer system. Beginning in July 2013 the town's storm sewer system will need to meet similar operation and maintenance requirements as the sanitary sewer collection system.

We have a very ambitious crew and in addition to improvements to the Treatment Plant and the sewer mains themselves, other work which would have been contracted out in the past is now done in house. This includes cleaning, scraping, painting, and ultimately replacing the ceiling on the "wet side" of the Davis Street Pump Station. They also minimized efforts from outside contractors by removing the Davis Street Pump station channel grinder and then sending the channel grinder to a machine shop to do the repairs that we do not have the equipment for, and once the repairs were completed, the crew reinstalled the equipment.

Professional Development and employee education is a high priority throughout the municipal operation and we are proud to acknowledge Anthony Soucy for successfully obtaining his Wastewater Operator License, Grade I Collection System Operator Certification as well as his Class B Commercial Drivers License with Tanker Endorsement. This is a great accomplishment considering the short period of time he has been with the Department. Mike Stewart also upgraded to a Grade III Collection System Operator Certification. In addition, long time employee Stephen Aievoli earned a Grade II Laboratory Analyst Certification and was promoted to Operations Manager.

## **MUNICIPAL SEPARATE STORM SEWER SYSTEMS-MS4**

The Town of Lisbon contains stormwater drainage pipe, culverts, ditches, and manholes and catch basins. This infrastructure provides drainage that protects roads and parking areas from premature failure and properties from flooding. Adequately sized drainage systems are also an important utility for new development and urban expansion. Just like any other infrastructure, drainage systems require periodic rehabilitation, repair, and maintenance to continue to function effectively.

Unfortunately, drainage systems also carry pollution during rain events and snow melt. This can include pet waste, oil, trash, and any other materials found on lawns, streets, and parking lots. This runoff is transported through the system, which in Lisbon discharges into the Little River, Sabattus River, No Name Brook and the Androscoggin River, among others. Over the last 10 years, these discharges have been regulated under the Clean Water Act, and now Lisbon is one of 30 communities in Maine that must comply with these regulations. The drainage system permit is called the General Permit for the

discharge of Stormwater from Small Municipal Separate Storm Sewer Systems and is known as the “MS4” permit. In general, the Maine MS4 permit obligates communities to maintain their drainage systems and reduce pollution in the drainage system.

The permit requires communities to do the following to reduce their impact on Maine’s water:

1. Implement public education programs to help the community understand its role in keeping water clean.
2. Engage the public in decision-making throughout the program.
3. Find and fix leaky or unauthorized sanitary sewer lines that might be connected to the drainage system.
4. Ensure that construction projects do not pollute runoff with sediments and debris.
5. Ensure that new development and redevelopment control and treat runoff before it leaves private property.
6. Engage in municipal roadway best practices such as cleaning drainage systems, sweeping streets, and ensuring municipal activities like fleet vehicle washing and lawn maintenance do not contribute to pollution.

Lisbon is newly entering a new five year permit (2013-2018) and we have developed a five year plan that will outline activities to meet the permit obligations. The goal of this plan is to meet or exceed requirements without creating extensive new programs or undue budget burdens. The staff will be working with regional municipalities also in the permit program (Lewiston, Auburn and Sabattus) to leverage existing programs for maximum benefit whenever possible. But the permit requirements require a certain level of municipal expenditure that cannot be avoided, particularly in relation to staffing and equipment needed to maintain the drainage system (e.g. catch basin cleaning and jetting) and keeping streets clean (e.g. street sweeping). Additionally, several of the permit requirements require implementation of educational programs and compliance activities for municipal properties such as the Public Works Garage, Transfer Station and Treatment Plant. We will continue with implementation of this program in order to help rate payers and tax payers understand how we are working to keep our waters clean and ensure a well maintained drainage system.

## SOLID WASTE

As with the rest of the Departments, we began the new fiscal year by generating and advertising a Request for Proposal for the replacement of the 1987 Patriot live bottom wood trailer. In recent years we have had trouble unloading the trailer based on the sides being pushed out and the floor of the trailer not being able to grab the wood and drag it out of the back of the trailer. Based on our research we decided to go with a different style trailer which is used by large scale scrap yards. In September, we received the new trailer which is a Manac Hardox Steel Demolition Dump Trailer. The materials used in the construction as well as the ability to dump the load is a great improvement over our old trailer.

In August, we hosted an Androscoggin Valley Council of Governments meeting which included a tour of the Transfer Station. These meetings include people from surrounding Transfer Stations and the tours help us to see how other towns are operating their facilities. Please remember that the new permits are available after July 1st for the coming year. They must be purchased at the Town Office, and current permits will expire on August 31st.

Below is a summary of the items received and shipped by the Transfer Station during the past year as well as a summary comparison of the revenues over the past three years.

Revenue	2010-2011	2011-2012	2012-2013
4150 - Solid Waste Permits	\$27165.00	\$35351.35	\$28298.00
4151 - Metal	\$31005.70	\$35978.95	\$28431.30
4153 - Cardboard	\$17433.08	\$21383.24	\$15752.96
4154 - Mixed Paper	\$14059.06	\$16191.30	\$9449.94
4155 - Newspaper	\$3798.55		
4156 - Yard Items	\$18293.50	\$17008.00	\$16713.50
4157 - Tires	\$1250.00	\$703.00	\$1186.00
4158 - Universal Waste	\$5404.40	\$2634.50	\$2639.80
4159 - Residential Disposal Fees	\$5090.50		
4160 - Commercial Disposal Fees	\$3302.10	\$11183.25	\$10732.10
<b>Total</b>	<b>\$126801.89</b>	<b>\$140433.59</b>	<b>\$113203.60</b>

Item	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Single Stream (Tons)	24.09	22.66	17.92	19.07	83.74
Trash (Tons)	708.49	652.36	609.99	713.55	2684.39
Bulky Waste (Tons)	77.17	72.3	45.67	84.23	279.37
Wood (Tons)	91.83	67	29.88	119.04	307.75
Brush (Tons)	49.58	46.93	12.89	81.86	191.26
Compost (Tons)	33.06	108.98	0	72.65	214.69
Shingles (Tons)	25.31	41.53	10.97	27.11	104.92
Sheetrock (Tons)	7.22	7.16	6.91	5.7	26.99
Freon (Units)	113	58	17	35	223
Tires (Tons)		3.98		6.64	10.62
Antifreeze (Gal)		140			140

## REGIONAL TRANSPORTATION PLANNING

The Public Works Director/Town Engineer serves as a voting member on the Androscoggin Transportation Resource Center Technical Committee as well as an alternate to the ATRC Policy Committee. This agency is responsible for transportation planning and construction in the Lewiston, Auburn, Lisbon, Sabattus, metropolitan area. Generally projects associated with Route 196, Main Street, Route 9, and Upland Road are funded as a result of the Town's involvement with this organization.

## LISBON TRAILS

The Androscoggin River Trail project continued on a slow pace to completion. In December 2012, we finally received notice our Environmental Permits were approved. The next step was to finalize the design and negotiate the necessary easements where the trail would cross private property. Once the ROW process was completed we were finally able to advertise for construction which we did on May 30, 2013. There was a mandatory pre-bid meeting on June 11, 2013 and there were fifteen different contractors in attendance. Bids were received and opened on June 27, 2013.

We received four bids with the lowest being St. Laurent and Son with a base bid of \$1,291,297. The highest bid was \$1,400,068.44. Overall we were satisfied with the bid results and the project was awarded to St. Laurent and Son. The trail is scheduled to be completed during the summer of 2014. This project originally started in January 2010 and although it has taken a very long time, the completion of this nearly 2 mile section will result in an extraordinary trail system truly unique to Lisbon.

## TOWN BUILDINGS

As with all other Departments the new fiscal year began with Request for Proposals being sent out for a variety of projects and service. Some of the major accomplishments include installation of three permanently mounted ductless split air conditioning units on the adult floor of the Lisbon Library. These energy efficient units not only provide cooling in the summer but heating in the fall and early winter.

Some of the other town building improvements included the removal and replacement of the asphalt shingled roof on the ET Smith Hose Company Fire Station as well as continuing the ongoing window replacement and insulation project at the MTM Community Center. This year we also received bids for the Town Building HVAC Preventative Maintenance service contract and awarded the contract to the same contractor utilized by the School Department. This overlap of service has been very successful and we continue to evaluate our systems to identify possible energy savings opportunities as we continue to look for potential cost cutting measures across all areas of the municipal operation.

## TECHNOLOGY

This year the Police Department underwent a significant upgrade to their infrastructure with the installation of a new server and creation of a new domain and active directory. These improvements in conjunction with updates at the Town Office and as well as those Departments at remote office locations provided the opportunity for an increased level of support we receive from our contractor. We currently have full monitoring of our networks and systems including but not limited to the following:

- AVG Anti-virus monitoring & remediation of viruses
- Malware bytes Pro monitoring & remediation of malware
- 24x7 Monitoring of Network Equipment, Servers & Workstations
- Proactive Patching of Microsoft Operating Systems
- Strategic Planning & Budgeting support from assigned vCIO
- Management of Software & Hardware Renewals
- Monthly Executive Summary Report
- Support from a Network Operations & Field Service Team with hundreds of industry certifications

While most of the above mentioned benefits largely occur behind the scenes, the ability for various departments to request service through a web portal has helped reduce response times when problems do occur which has resulted in improved customer service.

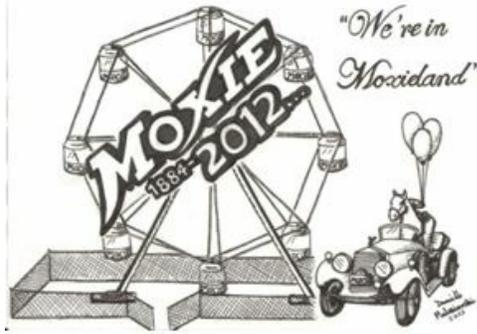
Overall it has been a very productive year for this office and the staff assigned to each of these Departments. We thank the Citizens of Lisbon for the opportunity to serve this community and welcome any input as to how we can better meet your needs.



# Economic Development

Tracey Steuber, Director

The following is a summary of the primary activities of the town’s Economic and Community Development department during the period of July 1, 2012 to June 30, 2013. Although I was not the ECD Director during this time period, I will do my best to give you a synopsis from the quarterly reports from Mr. Benson.



The 30th annual Moxie Festival was held on the weekend of July 13, 14 and 15, 2012. The Moxie Festival is 30 years old and it has continued to evolve over its history, just as it is evolving now. With each change over the years, the festival has gotten stronger and better. With the leadership of the Council and the Moxie Committee, and the support of the community, that will be the case this time as well.

In August, 2012, was the grand opening celebration for Harvey Metals at its new location on Capital Avenue. The company purchased the former Eastland Shoe building in December of 2011, and has quickly emerged as one of Lisbon’s fastest growing businesses.

Also in August, 2012, was the formation of a citizen group called ‘Positive Change Lisbon’. The group is comprised of local business leaders and residents and is dedicated to contributing to the betterment of the community as a place to live and do business.

In September, 2012, word came that a trio of businessmen from the Lewiston area had purchased Graziano’s Casa Mia, the legendary Village Street eatery that closed in 2012 after 43 years of operations. Earl St. Hilaire, Dennis St. Hilaire and Marc Frenette also recently purchased Luiggi’s, a popular pizzeria on Sabattus Street in Lewiston.

September, 2012, was also the opening of Campus Commons, the new 12-unit senior housing facility at the former Lisbon Falls High School on Campus Avenue in Lisbon Falls. The town played a critical role in the financing of the project by helping Brunswick Housing Authority to access funds from the federal Neighborhood Stabilization Program, ensuring the adaptive reuse of a historic town building.



Campus Commons Grand Opening

In October, 2012, the Town of Lisbon received a 2012 Maine Community Development Block Grant (CDBG) Public Service Grant (PSG) in the amount of \$20,000 to establish a ‘Jobs & Career Services’ program. The program is intended to address increasing demand by the library’s patrons for technical assistance relating to online job searches, online job application submittal, and resume/cover letter development.

Also in the fall of 2012, the Town of Lisbon received a \$20,000 commitment by the Maine Downtown Center to support creation of local programs over the next two years. The ‘Healthy Maine Streets’ downtown worksite wellness project is a relatively new project we’ve taken on this quarter, as part of the Maine Downtown Center’s

Downtown Network. The federal Center for Disease Control has made funds available to the states to address the issue of wellness in communities. The Maine Downtown Center is one recipient of these funds, and they are deploying funds to their member communities as a means of supporting downtown revitalization in Maine.

In November and December of 2012, the town saw the opening of three businesses. The former Kitty Korner Store in Lisbon Falls has reopened under new management as Barnies Variety. In Lisbon, the Village Street Café has opened on the site of the former library. Also joining the Lisbon business community as 2012 drew to a close was Rags n Rich\$, a consignment store opening at the former location of Dube's Music on Main Street in Lisbon Falls.



Lisbon Business Award – Benoit's Bakery & Wine Cellar

In January, 2013, Benoit's Bakery & Wine Cellar received the Lisbon Business Award from the Androscoggin County Chamber of Commerce at the 125th annual meeting. Owner Nick Benoit and manager Greg Hird received the award following an outstanding video presentation that really showed what a special place Benoit's is. Congratulations again to Nick, Greg, and crew for this well deserved honor.

Also in January, after a public hearing, the Town Council adopted a tax increment financing (TIF) district to support new investment and job creation at Kelly Park. A portion of the new property taxes generated by new construction at the park can be made available to incentivize high-end commercial investment and jobs that pay in excess of local average weekly wages.

The ECD continues to work with Miller Industries on the redevelopment of the Worumbo Mill site. We have been fortunate to spend some time with Jo Miller, owner of the site, for frank discussions on how we can collectively move forward on this critically important site in downtown Lisbon Falls. In January, the company also listed for sale the 5,000 SF brick office building that sits next to the 75,000 SF white mill. The waterfront building lends itself to a number of potential uses, including office, retail and hospitality, such as a restaurant or pub. We've already taken part in a couple of showings to potential developers, and we'll continue to contribute to the marketing of the property in the months ahead.

In March, 2013, Enterprise Trenchless Technologies Inc. (ETTI) of Lisbon Falls was named the National Contractor of the Year by Equipment World, a national trade magazine, and Caterpillar, the construction equipment manufacturer, at a ceremony in Las Vegas. ETTI, specialists in directional drilling for the utility markets, was one of twelve finalists for the award and faced competition from some of the country's largest and most accomplished construction firms. That ETTI was selected as the winner of this prestigious industry award is a tribute to the company's forward vision and pursuit of excellence. Congratulations!

# Economic Development

Continued...



Demolition of Graziano's Casa Mia Building

In March, 2013, we watched along with the rest of Lisbon as the former Graziano's Casa Mia building was demolished on the corner of Rt. 196 and Village Street in Lisbon. It's important to remember those memories were made from more than bricks and mortar, and will live on long after the building is gone. For now, we must look forward to the exciting opportunities that lie ahead for the site, and the new experiences that will be shared there. The town looks forward to working closely

with Earl St. Hilaire and his partners as they move ahead with their development plans for this landmark Lisbon property.

In March, 2013, ECD released a request for proposals for consultant services to support the establishment of services for the CDBG grant to develop a jobs and career service at the Lisbon Library. This grant will be used to address the ongoing demand for those services by library patrons and others in the community. The project consultant will work for a year to establish the program by delivering direct services to job and career-seeking patrons while building a sustainable network of services and programs at the library from existing workforce development resources.

April, 2013, was the second workshop on the Rt. 196 Master Planning process. The end result of the process, which is expected to be wrapped up this summer, will be a strategic plan that lays out prioritized actions – and identifies the appropriate leads and stakeholders and resources – to realize the community's vision for its main transportation and business corridor.

The demolition of the former Knight-Celotex mill on Route 196 in Lisbon Falls continues during 2012-2013. Once the site is cleaned, it will be marketed for redevelopment. The property is owned by Swift Demolition.

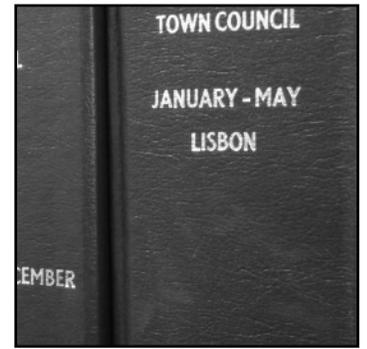
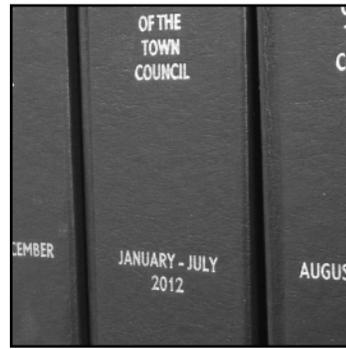
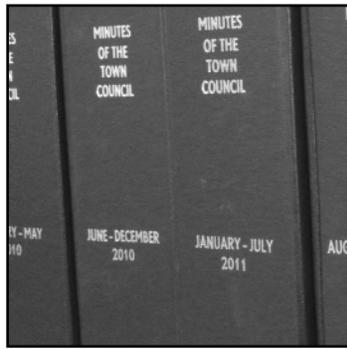
Upon my arrival on June 17, 2013, I began my role as the new Economic & Community Development Director by working directly with the Moxie Festival. The committee was well on their way and gearing up for the big event in July, 2013. Other activities during the last two weeks for this annual reporting were the beginning of business visitations and working with the Town Manager and Library Director for the opening of the Career Center as part of the CDBG Public Service Grant.

I am very excited to continue the collaboration between the ECD Office and the businesses/citizens of Lisbon for the upcoming 2013-2014 year.



# Town Clerk

Twila Lycette



The Town Clerk's office has been busy this past year with elections, legislative updates, transcribing council meeting minutes, issuing business licenses, vital records, dog licenses, along with hunting and fishing licenses. We continue to offer online dog registrations. Ordinances, Charter, and Council Meeting Minutes are posted online for your convenience. We added this year online agendas with links to attachments for Council Meetings, too.

This year I recorded the following Town Council actions:

1. Adopted General Assistance Temporary Housing & Overall Maximums
2. Contracted with Auburn for \$10,000 for Health Officer Services
3. Adopted the new Finance Committee Ordinance
4. Adopted the State's Chapter 201 - Rules Relating to Enforcement by Health Officer
5. Adopted the Maine Department of Health & Humans Services Maine Food Code
6. Amended Chapter 10 Victualer's Ordinance extending temporary permits to 90 days
7. Awarded John Clark of 84 King Road a Citizen Recognition – Valor Award for saving a life
8. Passed Charter Amendment by 69 votes to remove the Budget Advisory Board
9. Passed Referendum Question by 35 votes to dissolve the Lisbon Water Department
10. Adopted a new Fireworks Ordinance
11. Councilors announced that they would be available 30 minutes prior to meetings
12. Adopted GA Housing Maximums – Appendix C
13. Adopted the Kelly Park Municipal Development & Tax Increment Financing District & Program
14. Awarded the Boston Post Cane to Mary Stella Carville who turned 99 on January 7, 2013
15. Amended the Home Occupation Ordinance
16. Amended the Finance Committee Ordinance changing two alternates to regular members
17. Adopted the Town of Lisbon Communications Center By-Laws in March
18. Adopted the Floodplain Management Ordinance as presented
19. Awarded the Spirit of America Award to LACO

The Town Clerk administered the oath of office to each newly appointed officer at the inauguration ceremony in December 2012. Gifts were given to retiring Councilors.

The Council adopted the School Budget on May 21, 2013 totaling \$14,306,850 and ordered a School Budget Validation Referendum Election, which was held on June 11, 2013 ballots were cast with 467 voters approving the School Budget. The Council approved the 2012-2013 Municipal Budgets on May 21, 2013 totaling \$7,328,963 with estimated revenues totaling \$2,890,060.

Town Clerk & Election Department revenues generated from dog licensing, business licensing, voter registration, vital records, and miscellaneous other sources are available in this report on the financial pages listed under Town Clerk Revenue.

Lisbon continued to use the Accuvote tabulating machine through June 2013 and then switched to the DS200 in October 2013. The state has mandated all towns use the new DS200 voting system for the next five years. Absentee voting at the Clerk’s Office or requesting absentee ballots by immediate family members and residents currently ends on the Thursday prior to Election Day at the close of business; after that it can be done by special circumstances only. You can request an absentee ballot from the State of Maine’s online Electronic Absentee Ballot Request System (ABRS) or call the Clerk’s Office as early as 90 days before Election Day. See the link on our Election webpage to the State’s online ABRS.

Ballots going out by mail and returned by mail do not need to be witnessed. All ballots must be received by 8PM on Election Day, if not sooner. Polling hours were 7 AM to 8 PM. Polling Locations were District 1 in the Gymnasium at the Superintendent’s Central Office building at 19 Gartley Street and District 2 at the MTM Center Gymnasium at 16 School Street in Lisbon Falls.

The Town Clerk continues to serve as your Registrar of Voters, along with Deputy Registrars, Beth French, Gwendolyn Michel, Lorraine Dunn, Margaret Ganong, Sheila Gray, Marie Hale, and Pauline Baumer. The voter list is updated daily by the Clerk’s Office. The following numbers of voters have registered in the following parties:

Party	(14 Years ago) Nov 1999	Fiscal Yr June 2013
Democrat	1955	1834
Green	4	214
Republican	1440	1832
Un-enrolled	<u>2679</u>	<u>2716</u>
Total Registered	6078	6596

### 2013 HUNTING & FISHING LICENSE PROGRAM

Hunting & Fishing License program remains about the same as last year. We sell resident and non-resident licenses. We sold 963 licenses. We kept \$1,785.75 in local fees and sent \$26,893 in state fees to Augusta.

### DOG LICENSING PROGRAM OCTOBER 15 TO DECEMBER 31

You can register your dog in person, by mail, or online now. To renew online you will need your current tag number, your rabies certificate information, and any neutering or spaying information. We can verify rabies or spaying and neutering information for a \$2 fee per dog. Dog licenses expire annually December 31. The late fee after January 31 is \$25 per dog. Our local dog shelter is still located on Upland Road. Our Animal Control Officer is Jeff Cooper. You may reach Mr. Cooper at the Lisbon Police Department at 353-2500.

Renewal dog notices were mailed and an ad was placed in the Sun Journal. Many residents responded with positive comments, and 858 dogs were licensed for 2013. We kept \$2,461 in local fees and sent \$3,460 in state fees to Augusta.

### VITAL RECORD PROGRAM

Vital records were filed and indexed. We started issuing electronic birth records in August 2013 from the state system (DAVE). We continue to issue death certificates from that system as well. The following vital records were recorded in Lisbon as follows:

<u>FISCAL YEAR 2012-2013</u>			
122 Births	82 Deaths	69 Marriages	273 Total Vitals Filed

# Fee Schedule

## 2012-2013 PUBLISHED CLERK FEE SCHEDULE

- \$40 Marriage License
- \$15 Certified Copy of Vital Record
- \$ 6 Second Certified of Same Vital Record
- \$ 5 Un-certified Copy of Vital Record includes 5-yr search
- \$ 20 Burial Permit
- \$ 4 Affidavit to correct a Vital Record
- \$ 4 Affidavit for Legitimizing a Birth
- \$10 Certificate of Business Filing/Partnership
- \$ 4 Attested Copy of Business Filing
- \$10 Certificate of withdrawal of a Business Filing/Partnership
- \$ 4 to Record a Pole Permit/Public Record/Honorable Discharge
- \$ 2 Additional Page to Record Pole Permit/Public Record
- \$ 5 Certified Copy of a Voter Registration Card
- \$ 5 Notarization Fee
- \$ 5 Dedimus Oath
- \$15 Copy of Meetings – DVD/Electronic
- \$15 Per Hr Public Records Search excluding copy fees/first hr free
- \$.50 one sided copies
- \$.75 two sided copies
- \$1.50 ledger size copies
- \$6 Dog License – Spayed/Neutered
- \$11 Dog License – Male/Female
- \$2 Verification Fee – Rabies Certificate
- \$2 Verification Fee - Spaying/Neutering
- \$50 Mobile Home Park License
- \$100 Victualer's License with Alcohol
- \$75 Victualer's License w/o Alcohol
- \$150 Re-Inspection Fee by Health/Codes Officer
- \$75 Special Entertainment Permit
- \$200 Bottle Club
- \$250 Pawnbroker License
- \$50 Itinerant Vendor – 6 Months
- \$75 Itinerant Vendor – 12 Months
- \$75 Mass Gathering – 1 Week
- \$100 Mass Gathering – 12 Months
- \$10 Voter List Fee – For 1 to 1,000 Records
- \$20 Voter List Fee – For 1,001 to 7,500 Records
- \$30 Voter List Fee – For 7,501 – 15,200 Records



# Report of Deaths

Twila Lycette, Town Clerk

Name of Deceased	Date Of Death	Age	Name of Deceased	Date Of Death	Age
Hobart, Faye	7/9/2012	77	Larochelle, Sr., Fernand	1/11/2013	74
Kalinowski, Mary	7/9/2012	74	Brown, Donald	1/18/2013	77
Jordan, Charles	7/14/2012	74	Whitcher, Marjorie	1/20/2013	94
Evanisko, Marvin	7/18/2012	65	Mackenzie, Alexander	1/25/2013	74
Trask, Wilbur	7/25/2012	92	Ridley, Roberts	1/25/2013	80
Burnette, Ronald Sr.	8/5/2012	74	Landreville, Jacqueline	2/6/2013	66
Rioux, Ronald	8/13/2012	64	Butler, Marilyn	2/9/2013	77
Dargie, Doris	8/14/2012	59	Nadeau, Angela	2/10/2013	43
Stetson, Beverly	8/22/2012	74	Vigliotta, Thomas	2/10/2013	70
Rich, Rufus	8/31/2012	75	Bathurst, Gary	2/11/2013	52
Ham, Stephen	9/2/2012	73	Gagne, G. Joan	2/16/2013	79
Kemp, Rachel	9/10/2012	65	Rule, Charlotte	2/22/2013	85
Hartwell, Philip	10/3/2012	87	Meyers, Timothy	3/10/2013	5 M 19 D
Kenopensky, Dorothy	10/4/2012	92	Alexander, Kenneth	3/14/2013	84
Robinson, Louise	10/8/2012	78	Furbish, Roger	3/16/2013	87
Beggs, Donna	10/9/2012	62	Butler, Anna	3/19/2013	90
Johnson, Kendall	10/9/2012	71	Meehan, Kathleen	3/23/2013	64
Yeaton, George	10/29/2012	70	Tardif, Yves	3/30/2013	71
Moody, Chester	10/30/2012	82	Llewellyn, Viviane	3/31/2013	64
Shepardson, Monica	10/31/2012	75	Black, Paul	4/4/2013	81
Marchak, Margaret	11/21/2012	94	Larochelle, M. Annette	4/10/2013	76
Barbour, Melanie	11/24/2012	35	Beane, James	4/12/2013	84
Beaulieu, Carmen	11/24/2012	84	Kaechele, Albert	4/17/2013	77
Berry, John	11/26/2012	71	White, Cheryl	4/26/2013	68
Landry, Lucette	11/26/2012	90	Kolaczyk, Ann	5/9/2013	81
Heldt, Victoria	11/27/2012	54	Ingersoll, Fay	5/11/2013	79
Vallee, Gloria	11/28/2012	77	Bosse, Nancy	5/21/2013	79
Blanchette, Laura	12/1/2012	53	Jalbert, Eva	5/21/2013	92
Lamarche, Irene	12/1/2012	82	Burnette, Sylvia	5/27/2013	71
Stephenson, William M	12/1/2012	84	Glidden, Allen	5/28/2013	83
Fesmire, Christiana	12/4/2012	23	Purdy, James	5/29/2013	73
Gagnon, Albine	12/10/2012	82	Pelletier, Robert	6/10/2013	61
Ross, Dale	12/15/2012	53	Judd, Lawrence	6/15/2013	81
Cimato, Anthony	12/28/2012	39	Austin, Cheryl	6/16/2013	65
Gervais, Elsie	1/1/2013	97	Barrett, William	6/19/2013	91
Hamel, Leslie	1/2/2013	78	Morency, Robert	6/19/2013	81
Feely, Dorothy	1/8/2013	95	Noel, Heide	6/30/2013	70
Saucier, Regina	1/8/2013	101			



# Code Enforcement

Dennis Douglass, Code Enforcement Officer

The Code Enforcement Office administers laws relating to land use, such as building codes, zoning ordinances and the Maine Plumbing rules.

A major function of the Code Enforcement Office is to provide information to the public and to assist property owners in making prudent land use decisions. The office receives many requests per day for information on subjects ranging from routine zoning and building matters to issues involving State and Federal laws.

The office has a fairly extensive collection of reference materials and can provide answers to some fairly complicated questions.

All construction within the boundaries of the Town of Lisbon requires a permit(s). Applicants may contact the Town of Lisbon Code Enforcement Office at 353-3000 Ext. 111 for any questions they may have. The Code Enforcement Office may also be contacted on the Internet at [www.lisbonme.org](http://www.lisbonme.org). Go to Code Enforcement.

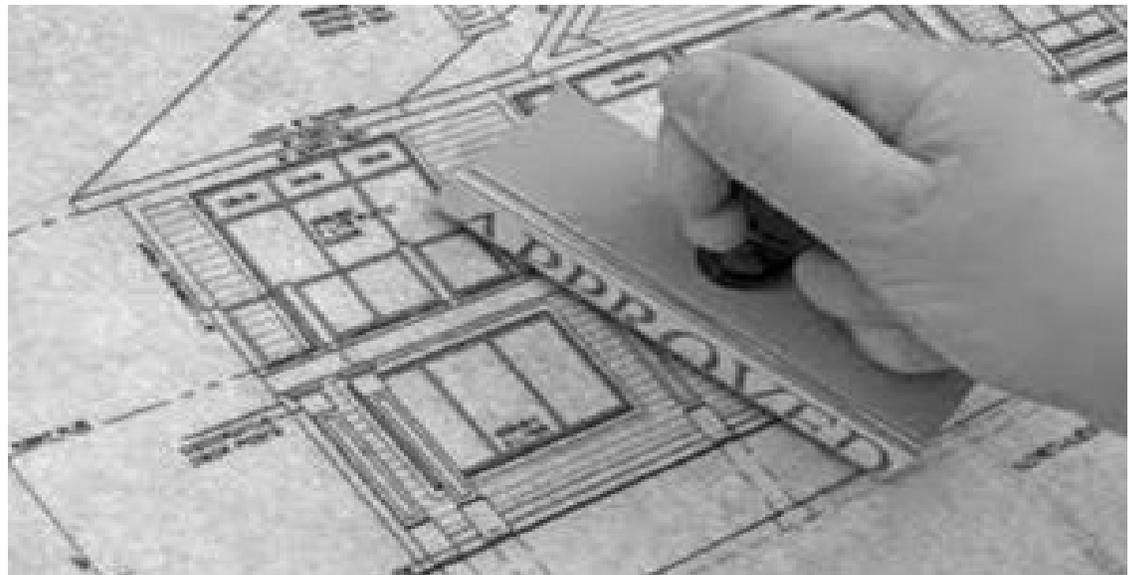
- A permit is required for all new construction / remodeling / demolition / signage
- A permit is not required for repairs or replacements
- A permit is not required for a boundary fence (max. 6' height)



## 2013 Permits Issued

Permit Type	Quantity	Fee
Building	97	\$3,796
Plumbing	31	\$3,087
Electrical	74	\$2,292

\* Electrical permits / fees go directly to Ron Roy the Electrical Inspector.



# Planning Board

Dennis Douglass, Code Enforcement Officer

## Members

Don Fellows - Chair  
Jeffrey Ganong - Vice Chair  
Josh Holmes  
James Lemieux  
Dan Nezol

## Associate Members

Curtis Lunt  
Karin Paradis



The Lisbon Planning Board hears and decides upon zoning ordinance issues, conditional use permits, flood hazard development permits and site plan review applications. The Planning Board meets and holds public hearings on the 2nd and 4th Thursday of each month unless otherwise posted. During the year 2013 the Planning Board held several workshops and meetings that resulted in:

- A Route 196 Master Plan for new and existing commercial development
- Proposed Design Standards and Guidelines for new commercial development
- New Shoreland Zoning Districts that will open many more development opportunities
- Revised the Timber Harvesting ordinance to comply with new State regulations

## Public Hearings for 2013

- 13-1 - Home Occupation Ordinance; PB / Town Council
- 13-2 - Conditional Use; Rear lot
- 13-3 - Site Plan Review; Expert Volvo
- 13-4 - Site Plan Review; Davis Landscape
- 13-5 - Site Plan Review; Lisbon Water Department
- 13-6 - Conditional Use; Home Daycare business
- 13-7 - Shoreland Zoning Districts; PB / Town Council
- 13-8 - Site Plan Review; Laroche Properties, LLC
- 13-9 - Conditional Use; Rear lot
- 13-10 - Conditional Use; Verizon Wireless Cell Tower

Please check the Planning Board website for updates on the Route 196 Master Planning Efforts at [www.lisbonme.org](http://www.lisbonme.org).

Forms and Applications now available online at [www.lisbonme.org](http://www.lisbonme.org).

Questions should be directed to the Code Enforcement Officer at 353-3000 ext. 111 or at [www.lisbonme.org](http://www.lisbonme.org) / Code Enforcement.

If interested in becoming a member of the Planning Board please contact the Administrative Assistant at 353-3000 Ext. 102.

# Board of Appeals

Dennis Douglass, Code Enforcement Officer

## Members

Miriam Morgan Alexander - Chair  
Shaun Carr  
Calvin Beaumier  
Janet Tuttle  
Kevin Coughlin  
Bruce Marshall  
Tyler Golletti



The Zoning Board of Appeals hears requests for variances, interprets zoning regulations and also hears administrative appeals to decisions made by the Code Enforcement Officer.

Maine law requires that every zoning ordinance provide for an appeal process by which individuals may challenge the administrator's decisions or ask for relief from the standards of the ordinance (Title 30-A § 4353). The ordinance must describe this process. For example, what decisions are appealable, with whom an appeal should be filed and within what time frame?

Board of Appeals members are appointed by the Town Council for a 3-year staggered term. The Board meets on the 3rd Monday of each month unless otherwise posted. Applications are due 10 days prior to the scheduled meeting.

During the year 2013 the Appeals Board heard and decided on two appeals:

**Case #13-1** - Approved a setback variance for a new commercial building located at 2 Canal Street in Lisbon Falls; Larochelle Properties, LLC

**Case #13-2** - Approved a setback variance for a 40' x 60' workshop located at 42 Mill Street in Lisbon Falls

Questions should be directed to the Code Enforcement Officer at 353-3000 ext. 111 or at [www.lisbonme.org](http://www.lisbonme.org) / Code Enforcement.

If interested in becoming a member of the Board of Appeals please contact the Administrative Assistant at 353-3000 Ext. 102.

# General Assistance

Judy Hardy-Goddard, Director

Our General Assistance program is available to help those eligible meet their basic needs during difficult financial times when they are unable to provide for themselves and their families. General Assistance provides “a specific amount and type of aid” for defined needs during a limited period of time and is not intended to be a continuing ‘grant-in-aid’ or ‘categorical’ welfare program per Title 22 MRSA Section 4301(5). With the exception of “first time” applicants, anyone applying for General Assistance must provide proof of income and how the applicant spent the income for the prior 30 days. Receipts for basic necessities are considered allowed expenses. If applicant is requesting a utility bill to be paid, the bill must be in the applicant’s name. If the applicant is unable to work, medical documentation validating their work restrictions is a requirement. Applicants are required to seek work if physically able and/or to apply for assistance from any other program that may be available to them. A determination of eligibility is made for a thirty-day period based on anticipated earnings.

You may call 353-3000 Extension 124 for an appointment. Most appointments are in the evenings.

The General Assistance office also assists with filling out tax and rent refunds, Medicaid Part D, homestead exemptions, VA disability benefits, and other various forms. We also offer information on many different programs, including low-cost housing, nursing care, and medical or dental treatment. We have updated information on most of the programs and resources in our community. We work closely with local agencies to find the necessary assistance to help our clients.

The General Assistance office assists Lisbon seniors with resource information, health insurance counseling, completing applications and referrals. We continue to hold free dinners on the first Friday of each month at Woodside Apartments. Past menus have included ham dinners, meatball stroganoff, various casseroles and barbeques in the summer to name a few. After dinner and dessert we play BINGO; all seniors are welcome.

The Annual Thanksgiving Dinner was held in the Gymnasium at the Lisbon Falls Baptist Church. We are able to serve a lovely Thanksgiving dinner on site as well as deliver meals to shut-ins. Again, this year it was a tremendous success thanks to the many volunteers who helped and local residents who attended.

The annual Giving Tree Program assisted many families and over 250 children. We could not have sponsored this program without the generous donations from the local businesses, Lisbon citizens, LACO, and our local churches. We appreciated all the volunteer hours put into this project and the joy that is given to the children is truly rewarding and makes this project such a meaningful event.



Get connected to resources in your area. It's free, easy & confidential.  
Dial **2-1-1**  
or go online at [www.211maine.org](http://www.211maine.org).

# Health Officer

Cristy Bourget, Local Health Officer

Between July 1, 2012 and June 30, 2013 the Health Officer conducted 43 inspections in the Town of Lisbon for the restaurants, takeouts, mobile units and lodging establishments. During the 2012 Moxie Festival there were an additional 26 weekend inspections completed for mobile units and licensed establishments for the event. The Health Officer also responded effectively to a number of non-food service health complaints in 2012-2013. As a result, residents were assisted and health hazards were corrected. It should be noted that each inspection requires some preparation, scheduling and follow up time and sometimes that effort takes much longer than the actual inspection.

As the Health Inspector, I am proud to say for the year 2012-2013 that all the establishments in the Town of Lisbon which hold a license with the State of Maine Health Inspection Program now have a Certified Food Protection Manager in their establishment. This was a new requirement from the State Program that also requires posting the certification of the CFPM(s) in a conspicuous area.

Responsibilities of the CFPM include training and implementing a program of food protection and education for each person in charge, so that he or she will be able to successfully complete the demonstration and knowledge required of the Maine Food Code. In the event that during an inspection by a Regulatory Authority, the person in charge is not able to make the demonstration required by the Maine Food Code or there are multiple critical violations present during such inspection, the Health Inspector may thereafter require every person in charge for such eating establishment to be a certified food protection manager.

The Town of Lisbon has updated their local ordinance to reference the State requirements for restaurant inspections and administration rules by adopting the State of Maine Food Code and the Administration & Enforcement of Establishments Licensed by the Health Inspection Program which can be found at <http://www.maine.gov/dhhs/mecdc/environmental-health/el/>

The service is going well and The City of Auburn plans to continue the arrangement for the following year. It should be noted that a Legislative discussion over the coming year may impact the ability to have local inspectors but may also be an opportunity for the State to help fund the local effort. We will keep you posted and may ask you to support State funded assistance that would help you fund this service if it develops into an opportunity to offset local costs.

An additional resource is the Maine Center for Disease Control –Jamie Paul is the Western Maine Public Health Liaison and Jamie can be reached by phone at 795-4302 or e-mail at [Jamie.L.Paul@maine.gov](mailto:Jamie.L.Paul@maine.gov)

For more information regarding public health, check out the following websites: [www.mainepublichealth.gov](http://www.mainepublichealth.gov) or [www.maine.gov/dhs/boh](http://www.maine.gov/dhs/boh)



# Library Department

Diane Nadeau, Director

The Library Department had a very successful, constructive and busy July 2012-June 2013 year. More Lisbon residents came to the library for a variety of services and programs than previous years. We also saw an increase in out of town visitors who come to Lisbon for Moxie Days, visit the Main street businesses and spend time at the Moxie Store. We welcome all visitors and often they give a donation to the Friends of the Library because the library staff is so hospitable.

Our biggest accomplishment and improvement was the upgrade/remodel of the Children's Room in February 2013. FCI Contractors, a local company, did a great job in upgrading the Children's Room to make it energy efficient and meet all plumbing and electrical codes. All the exposed brickwork that had been peeling and flaking for many years was covered with energy efficient foam insulation. The difference in sustained temperature in that room was immediate. The walls were covered with new sheetrock and given a colorful coat of paint. The project included the program room since that room had the most problems with water damage, crumbling bricks and peeling paint.

FCI and the subcontractors worked hard to get the project done in a timely fashion and did an excellent job in all aspects of the project. The work came in under the \$11,000 the town had set aside for the project. It was certainly tax money well spent. The new room will serve the community well for many years to come.

## Circulation Statistics

Description	Amount
Adult Books	30,591
Adult DVD Videos	5,053
Juvenile Books	19,724
Juvenile DVD Videos	2,899
CD/Audio Books	1,748
Magazine Circulation	3,942
E-Reader	1,249
Inter Library Loan Circulation	1,315
New Patrons Added	668
Total Patron Count	2,959
Public Internet Use	5,763
Child Room Door Count	10,999
Adult Room Door Count	24,897
Storytime Attendance	1,564
Summer Read Participants	130
Total Books Read in 6 weeks.	1,703
Other Child/Family Programs	487
Magazines & Newspapers Avail.	48
Books/Materials Count	1,167
New Books/Materials Added	1,575
Total Books/Materials Count	37,050
Books "Mended" In House	81
Total Value of Mended Books	\$1624

The upgrade to the program room has allowed the town of Lisbon to locate its Career Development Center there. The room is bright, clean and has electrical upgrade for their computer and Wi-Fi needs.

Lisbon citizens continued to rely on the library for their computer needs. They needed the 3 public use computers for job applications needs, medical insurance sign up and a variety of other needs. It is interesting to note that patrons of all ages have also increased their use of the library's computers to stay in touch with family and friends through Facebook, "twitter" and e-mail services. The Lisbon Library will continue to do its best to keep up with Lisbon citizens' computer and technology needs as funds and space allow.

The Library Department's "computer server" was upgraded last summer. It replaced a computer that had been in place for more than seven years. The two patron card catalog computers were also upgraded to ensure better customer access to our collection. The new server supports the upgrade to our "Mandarin Circulation Software System". That was also upgraded last year. The new Mandarin System now maintains all our data in their "Cloud Back-Up Maintenance" service. This is very efficient and ensures 24-7 technical support and timely updates to the system. We continue to be pleased with the decision to operate with the Mandarin Circulation system. It is affordable, reliable and "cutting edge" technology that allows us to provide library services as technology changes.

The "Door Chime Alert System" which counts the number of people who come through the main entrance door of the library, clocked close to 25,000 visitors in 2012. This is an increase from the previous year and can be attributed to patrons who visit the library several times a week, residents who come to the library for computer and WI-FI services, and a significant increase in the number of out of town visitors. We are open approximately 300 days per year therefore that averages to 81 visitors per day. The unit in the Children's Room clocked just shy of 11,000 visitors. I believe this information verifies the importance of library services in our Lisbon community and also the importance of our Main Street location.

Children's Services continue to be the Library Department's best outreach program. It brings children into the library and encourages the beginning of a lifelong relationship with our community's library.

You may see a small variation in the number of Summer Reading Program participants and the number of books they read from year to year, but we consistently reach over 100 children and their families.

The "Explore Maine" Summer Reading Program brought 130 children ages 5-13 to the library last summer. They read 1,703 books in six weeks. They enjoyed the variety of weekly programs we offered. They were entertained by a storyteller, a magician and local Maine Guide, A.J. Guerette who taught the readers how to use a compass and outdoor safety. The staff and I encourage their weekly visits, help them with their book selection needs and most importantly we work hard to ensure their participation is a positive experience.

# Library Department

Continued...

Our weekly Storytime program for ages 18 month to age 5 brought 1,564 children to the library last year. The children learn about books, sharing and interacting with other children. The program has made a big difference to the families who were impacted by the closing of the Lisbon Headstart program and those who cannot afford private nursery school programs. We will continue to get the information about our children's services to Lisbon families with our Facebook page, website updates and information to the local schools.

The total number of current registered patrons as of June 30, 2013, shows a decrease from the previous year. That number reflects that our computer system "withdrew" those patrons who had inactive patron cards dating back to 2011. The 2,959 patron list noted in this report is accurate and reflects Lisbon citizens who use the library on a regular basis. This patron data also ensures we have up-to-date patron information. The DVD checkout service remained an important and popular service last fiscal year. More than 7,900 children's and adult DVD's were enjoyed by Lisbon citizens last year. This represents a 16% increase from the previous year. Our free 4 per household DVD checkout service has become affordable family entertainment. The community appreciates the variety, availability and convenience of the Library Department's DVD Service. 13% of available funds in the Operational Fund were expended on DVD purchases last fiscal year. We will continue to assess the need and popularity of this service and purchase new DVD's accordingly.

The Friends of the Lisbon Library continue to play an important role in the success of the Library Department. The small but hardworking group of volunteers continues their tradition of the Moxie Days book sale each July. They also had other successful fundraisers last year. They generously used their fundraising money to purchase the beautiful new sign that proudly hangs on the front of the building. They also purchased 10 new adult chairs for the computer stations and adult seating for Storytime parents. The Friends always support our children's programs and craft supply needs as well. We thank the Friends of the Library for their hard work and dedication to improve library services in the Town of Lisbon. It is exciting to note that their next fundraising effort will be to raise money to work on the façade on the front of our building to restore it to its historical look and to bring back the beautiful skylight that sits on the top of the library roof.

The Library Department's goals are to continue to offer library services Lisbon citizens need and deserve to function in this quickly changing world of technology. We will continue to offer good books, DVD's and fun and educational children's programs. The Lisbon Library will work with the Maine State Library and area libraries to ensure we offer affordable services. We will also continue to keep up with the brick maintenance of our building and general improvements as funds allow.

The Library Department staff, Governing Board and Friends of the Library thank the citizens of the Town of Lisbon for your support. We look forward to assisting you with all your library services needs.

Respectfully submitted,

Diane I. Nadeau  
Library Director



# Recreation Department

Mark Stevens, Director

The Lisbon Recreation started July off on the “right foot”. On July 11th, over 700 runners, including our kids run, took to the streets in the 18th annual Moxie 5k Road Race. Dozens of loyal volunteers helped make the biggest MOXIE 5K a huge success. We collected just under \$10,000.00 this year that go to revenues for the Town of Lisbon. As we wrapped up the awards ceremony, thousands of people were already in place to enjoy one of the BEST parades in Maine.

No time to rest for the weary, as we took on the Moxie Car Show the following day. Thanks to the perfect weather, our staff and 35 volunteers we were able to hit “back to back” homeruns by attracting over 200 cars, and hundreds of spectators. WMTW Channel 8’s Katie Thompson was there to feature the Car Show for their 6:00 PM News Report. Billy and Kim Stevens among many others helped make this year’s second annual Moxie Car Show a great event for so many. Our sponsors are too many to list but we thank all of them for their support! The proceeds this year go to the Sunshine Hill Senior Citizens, keeping true to our motto, “vintage cars for vintage people”.

Planning for our summer and fall programs begins during the winter and spring months. Long before the proverbial rubber ever hits the road. We like to say our planning time is often our busiest time of year and the implementation of our events and activities are a time where we just watch it all happen. Wishful thinking because often times we are modifying things on the fly to make everything run smoothly. It’s work we do that is always in progress.

Our “Movies in the Park” series is relatively new and often attracts over 100 people. This year we offered a theme type event prior to showing the movie on our big screen. We invited people to show their race cars, wreckers, and specialty hot rods by parking them on grass in the park. For an hour and a half people walked around looking at the cars and meeting those who brought them. We also invited the Girls Scouts and other local groups to sell snacks to raise funds for their organizations. It was great to see families sprawled out in the MTM Park on blankets and lawn chairs enjoying creative themes, food, and movies.

Our Summer Playground camp moved from the old Lisbon Elementary School to the MTM Center this summer. We moved our Trekker Camp over to the Lisbon Community School. This was a positive change for everyone. The Trekker Camp was attended by 89 kids in grades 1-3. Our Summer Playground Camp was attended by 114 kids in grades 4-8. Kids enjoyed excursions to Funtown/Splashtown, Sebago Lake State Park, and even a Whale Watching Cruise out of Boothbay Harbor this summer.

Our participation in both camps has grown each year thanks to our quality staffing that have returned each and every year. Krystal Doughty, Kristy Feeley, Matt Nicholson, Joe Doughty, and Leslie Stewart have combined nearly 40 years of tenure. The season ending talent show is always a big hit. Parents are invited to see what their kids have been working on all summer long. Our revenues for the town is over \$30,000.00 for these two camps.

In addition, the Department offers a plethora of Sporting Camps for kids to learn and hone their skills. We offered tennis, basketball, field hockey, cheering, track and field, football, horseback riding, and soccer camps this summer. We also offered six weeks swimming lessons to children in Grades K-8.

# Recreation Department

Continued...

Our summer Track and Field program is one of the best attended and run programs in the State. It has a strong reputation among other summer recreation programs. This is largely due in whole because of our Track Coach Lisa Brown. She has taken this program from Dean Hall nearly 20 years ago. Her goals each year were accomplished by teaching kids how to love and enjoy the sport. Lisa has been a tremendous asset to our program and to the Middle School and High School track program. She has officially resigned from coaching and will be greatly missed. Thank you Lisa for all you have done for our children of Lisbon the past 20 years.

Tony Quatrano; Co-ed Softball Coordinator developed a strong league this year. We had 6 teams, playing each Sunday from May to August. Tony kept our fields in great shape and organized the league tournament at the end of the season.

For over 20 years we have been working with our Local Police DARE providing events and activities with a safety and healthy theme. Our Bike Rodeo was held at the Lisbon Community School on July 30th. We had over 100 kids participate in the Annual Bike Rodeo. The Recreation Staff and Officers set up courses and activities to challenge each of the participants. We showed a safety video and treated each participant to a great lunch. At the conclusion they gave away 4 mountain bikes by random drawings. We also planned an evening trip with our Police Department to Funtown. Over 125 people attended this trip. DARE provides opportunities for families to afford these trips by lowering the cost to nearly 1/3 of the regular fee. Bernie McAllister and Renee Bernard, along with several other officers attend these trips and are great role models and have developed a positive relationship with our youth in our community.

Our Seniors Sunshine Hill coordinator has been busy building a great program for our Department. Since July Aline Strout has taken our seniors on several great excursions including, a trip to Lancaster, PA, New York, Cabbage Island, Cumberland Fair, and shopping trips to North Conway, NH, Freeport, and Portland. In addition to all this, Aline, with the help of many volunteers, organizes a luncheon or breakfast each Friday in the MTM Center. Aline is also working on making a commemorative walkway in front of the MTM Center. Anyone may purchase a brick to honor a family member, friend, or group. These bricks will be placed in our park in the front of our building and be seen by all.

Even during all these activities, we continue to manage the MTM Community Center including our fitness center, daily rentals of our rooms and pavilion, and day to day operations. We appreciate other groups offering events such as "Concerts in the Park" by the Positive Change Lisbon group. Everyone doing their part is making our town a great place to live and raise a family.

Our website [www.lisbonme.org/rec](http://www.lisbonme.org/rec) is often updated with all programs and events. We also have a link to have our customers register online for almost all programs.

This year we are working with several new volunteers and coordinators to offer a first ever, Moxie Bike Ride. This Bike Ride will consist of a 30 mile route and also a 50 mile route. Both will begin at Crafts Cars and end at the Railroad Diner in Lisbon Falls. Many details of this event still need to be worked out. Vicki Cooper, Don Fellows, Scott Kelly, and Steve Warren have attended the first few meetings to get this idea moving forward.

Before and After School Recreation began in late August and has record number participants again this year. We have 54 children transported to the MTM Community Center

# Recreation Department

Continued...

after school every day. Our staff keeps them busy by offering arts/crafts, and games and activities outside. This we converted a room for the afterschool program to use for inside games.

The after school program will be adopting a new initiative called the “Let’s Go” 5,2,1,0.” This is a program originally developed by the Barbara Bush Foundation to inspire kids to be more active and eat healthy. Healthy Androscoffin’s After School Coordinator, Jamel Torres is guiding us through the process of training our staff and getting this program successfully off the ground here in Lisbon.

Our Fitness Center has an average of 176 current members. We have 3 rooms dedicated to cardio and weight equipment. We have large screen TVs in each of the cardio rooms and carpet. Our Fitness Center provides a great service for those who don’t have time or the means to travel to larger fitness facilities. We charge a nominal \$10.00 per month. We offer the services of a personal trainer for a nominal fee to all of our members. We also offer Yoga, Aerobics, and Zumba classes. For those who are a bit older, we offer a Fit Forever class. We average 20 participants for our fitness classes.

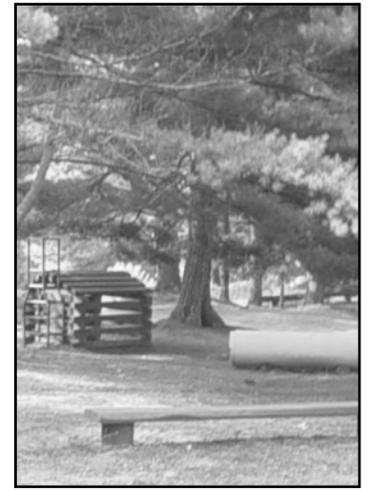
The Lisbon Recreation Department Staff as well as the Recreation Committee and MTM Board strive to bring the best opportunities we can to our town. We encourage suggestions and ideas on how we could improve our services. We are proud to serve children, families, and the entire Lisbon Community.





# Parks Department

Verla Brooks, Director



The Parks Department has now experienced one full year of department restructuring with many successes. The new changes and challenges were welcomed and proved very beneficial to the department. The department now consist of 1 full time employee - Director of Parks, 2 seasonal full-time laborers, 1 part-time seasonal laborer and 22 garden volunteers - Green Thumb Gang. The staff manages 337 acres of Beaver Park, 30 acres of Summer Street Park, 30 town lawns, 46 town garden spots and 2 cemeteries. The garden volunteers, also known as the Green Thumb Gang, have adopted 17 garden spots and manage their care. The remaining gardens are tended to by park staff. Citizens are encouraged to adopt a garden spot.

As always, Lisbon's best kept secret 'Beaver Park' continues to be a well utilized family day-use park. Beaver Park provides Lisbon residents and non-residents the opportunity to enjoy various year-round outdoor activities. Opening day of fishing draws people from near and far to fish the stocked ponds. The daily fish limit is two fish per person and State of Maine Fishing Laws are enforced. During hot summer weather the ponds offer a cool retreat for swimmers. The park does not staff a lifeguard, thus parents are required to supervise their children. An ice-skating area is maintained on the Middle Pond during the winter, providing the ice conditions are naturally good. The park does not have the capability of flooding the skating area, but keeps the snow removed as long as the ice conditions permit snow removal. Seven to ten miles of hiking trails are groomed for traditional cross-country skiing and snowshoeing. The seven acre field is kept mowed and used for different field activities. The field has two regulation size softball diamonds. The one-mile fitness trail offers group exercise stations along the trail. The park now has 2 covered picnic shelters which are used for group gatherings throughout the year. A self-guided wildflower Trail continues to be very popular during the spring and summer months.

Park family passes are valid for one year from April 1 to March 31. The passes may be purchased at Beaver Park from the Park Ranger. Beaver Park trail maps may be printed from the Town of Lisbon web-site - [www.lisbonme.org](http://www.lisbonme.org). Power point programs of park history and activities are also posted on the town web-site for citizens to view.

- ❖ Lisbon Resident Family Pass \$15.00 per year
- ❖ Non-Resident Family Pass \$30.00 per year
- ❖ Lisbon Resident Daily Fee \$1.00
- ❖ Non-Resident Daily Fee \$3.00

ENJOY LISBON'S PARKS AND TRAILS - THEY ARE IN YOUR OWN BACK-YARD

*HEALTHY PARKS  
HEALTHY PEOPLE*

Programs and group activities which have become a tradition at Beaver Park include:

- Guided Wildflower Walks
- The Lisbon boys' and girls' cross-country teams continue to use the park trails for their running course and annual meet. The area Christian schools have joined in the fun and now use the park trails for their practices and home meet.
- The Annual Beaver Park Fishing Derby hosted by the Lisbon Conservation Commission and Beaver Park is looked forward to by eager anglers each May. This is a community-wide event with area merchants and individual citizens donating funds and gift prizes to support the derby. Without their financial support, the fishing derby would not be possible. The derby has definitely become a family tradition. Parents who participated in past derbies as children now bring their children to experience the fun they had as a child fishing at Beaver Park.
- Christmas Wreath Classes have become a 29 year tradition for many families and friends coming together each year to make their Christmas wreath. Nine classes of fifteen or more students are taught by Verla. Wreaths are also made by Verla and sold to the public. The funds from the wreaths are used to complete projects at Beaver Park or purchase park equipment.
- The Eager Beaver Knitting Group meets at the Lone Pine Lodge every Wednesday from 6:00 P.M. to 8:30 P.M.
- Lisbon and surrounding community schools continue to use Beaver Park for Outdoor Education programs and field trips.

Park and Treatment Plant staff together completed the construction of the Garden Shed at Beaver Park to store garden equipment and supplies.

Summer Street Park continues to be utilized as a neighborhood park. This 30 acre park provides a network of hiking trails which lead to the Little Androscoggin River in Lisbon Falls.

A very big THANK YOU to the following volunteers who have donated their valuable time and expertise to managing the many town gardens: Anita Marenuis, Bob Kazimer, Barbara Kazimer, Faye Brown, Julie-Ann Baumer, Noyes Lawrence, Dale Lawrence, Sherry Voigt, Shelli Voigt, Janice Browning, Pat Regan, Diane Fournier, Breton Family, Pine Knoll Landscaping, Anonymous Volunteer, Coleen Huntington, Michelle Barley, Christine Rugullies, Leah Freeman, Joyce Severance, Dennis Gagne, and Laura Tolbert.

All Lisbon residents and non-residents are welcome to enjoy the natural beauty which abounds our parks and gardens. People often forget their own backyard can offer peace and solitude so often lost in today's hectic lifestyle. Lisbon is very fortunate having an abundance of park land that offers a wealth of nature's beauty and solitude. Take a moment to enjoy a walk at Beaver Park or along the Paper Mill Trail. Rest on a bench in one of the many gardens and simply enjoy the view.

### Mission and Vision Update:

Each year I have the opportunity to share the on-going work that has occurred within the Lisbon School Department. One of the most exciting and rewarding changes has been the development of a new Mission and Vision. Through collaborative conversations and discussions with critical stakeholders, the Lisbon School Committee approved our new Mission and Vision on August 26, 2013.

#### Mission

The Lisbon School Department is united with our community to provide a personalized, innovative education for all learners in an ever-changing world.

#### Vision

All students learn in different ways and in different timeframes.

### Strategic Educational Plan:

Over the last several years, the Lisbon School Department has maintained and outlined a focus on improvements in the existing facilities and grounds through our Capital Plan. As leaders of learning and change agents for the Lisbon School Department we understand the importance of communicating with stakeholders and that without a Strategic Educational Plan, each of our schools were operating in isolation instead of collaboratively toward a common goal. The Strategic Educational Plan highlights both short and long-term instructional plans. As a result of the Executive Summary of our "Future Search" which was conducted in October, 2012, members of our Planning Team were able to conduct a Critical Problem Inventory which established Guiding Principles and overarching goals related to innovative learning and community collaboration. These goals include: curriculum, instruction, culture, communication, partnerships, and family engagement. Darren Akerman, Principal at the P.W.S. Middle School, created the following video to introduce the plan:

<http://www.youtube.com/watch?v=rmGrjSpSPk>

On December 19, 2013, the Lisbon School Department held an informational night to present our Strategic Educational Plan to members of the Lisbon community. You can view a recording of this presentation by using the following link:

<https://sas.illuminate.com/site/external/jwsdetect/nativeplayback.jnlp?sid=vclass&psid=2013-12-19.1232.D.3B6F972390910469B8EBA31B19FD36.vcr>

On behalf of the Lisbon School Department, I would like to personally thank all of the individuals who contributed to this work. Our new Mission, Vision and Strategic Educational Plan will help drive our professional conversations as we maintain our focus on student achievement.

Richard Green  
Superintendent of Schools

## *Overview*

The Office of Student Services continues to encompass a broad range of responsibilities. Among these responsibilities include: students with disabilities, those with gifted and/or talented needs, those with disabilities covered through Section 504 of the Rehabilitation Act, federal programs (including Title I & Title IIA), Office of Civil Rights, students who find themselves homeless and those who are in need of supports for English as a second language. These services are all based on regulations that guarantee protections for a free, appropriate, public education, or FAPE. Funding for these services comes from a variety of sources including local taxes and State and federal supplementation.

## *Changes in Chapter 33 Regulations*

The Maine Department of Education adopted a comprehensive revision of rules governing restraint and seclusion of students. The established effective date of this rule change was July 1, 2012, with an additional revision in 2013. This rule establishes the standard and procedures for the use of physical restraint and seclusion of students in education programs funded by the Department of Education; this includes the Lisbon School Department.

Physical restraint and seclusion may only be used as an emergency intervention when the behavior of a student presents risk of injury or harm to the student or others. The rule sets forth permitted and prohibited uses of restraint and seclusion, required notification and documentation of incidents or restraint or seclusion, reporting of incidents to administrators and the Department of Education, notification of parents, response to multiple incidents of restraint or seclusion of a student, local and state complaint processes, and Department approval of training programs.

The Lisbon School Department utilizes QSB's Safety Care program. This program provides tools for staff in order to be safe when working with behaviorally challenging learners. The training emphasizes prevention over management through the use supportive interaction strategies and evidenced-based de-escalation strategies.

## *Assisting Students to Reach Their Educational Goals*

- Students with Disabilities
- Students with Gifted and/or Talented Needs
- Students with Disabilities Covered via Section 504
- Students Who are Homeless
- Students with English as a Second Language
- Federal Programs

*“All students learn in different ways and in different time frames.”*

*All students learn in different ways and in different timeframes.*

Another year is in the rearview mirror. It is hard to believe that the Class of 2013 has become our newest alumni. The members of the Class of 2013 were leaders from the very first day they arrived at Lisbon High School. They were not happy with, nor did they settle for the “status quo”. They paved the way for a different kind of thinking. Even their graduation was unique, they asked for and got permission to graduate from a different venue than the traditional Lewiston Armory. They had their sights set on the Orion Theater in Topsham, Maine and they made it a reality. Graduation day was warm; no, I mean hot, but the graduation was pretty cool and not just because of the air conditioning in the theater. Graduation was executed with near perfection by the class president, and it seemed to me that using the Orion Theater was a great match for the personality of the Class of 2013. All of us at Lisbon High School wish the Class of 2013 the best, as they face the many challenges life will bring them.

The high school’s instructional focus has been to methodically move toward a standards-based learning environment. The thrust behind this move is the great work the district’s Planning Team as they have drafted a Vision, Mission, Guiding Principles and Strategic Educational Plan. All of this work was born out of the World Café and Future Search Conference that was led and directed by the Superintendent of Schools. The planning team hopes to have a comprehensive plan and vision that can be adopted for the coming school year. The best part of this visioning process was the inclusion of Lisbon community members as equal and important partners, helping us brainstorm the educational needs for the current and future students of Lisbon High School. Without a doubt, this partnership will make us a better and more complete high school for years to come.

In preparation for Lisbon High School's NEASC accreditation visit in 2015, much work has been done this year. The high school now has a Core Values, Beliefs and Learning Expectations statement that was approved in December 2012. All high school teachers have either volunteered or been assigned to one of the seven standards of accreditation. Each standard has identified a chairperson for their specific standard. Co-Chairpersons of the Steering Committee were selected. Each standard team has been issued the standard indicators that will need to be addressed in the self-study. The high school staff still needs to do much more in order to prepare for the visit, and they will continue to focus their energies on the tasks remaining over the next two years.

It has been a very busy and productive year for those of us at Lisbon High School, and we look forward to the coming year. We would also like to thank the Lisbon citizens, Town Council, School Committee and Superintendent for their generous and thoughtful support throughout the last year and I look forward to the same level of support next year.



# P. W. Sugg Middle School

Darren Ackerman, Principal

*All students learn in different ways and in different time frames.*

Philip W. Sugg Middle School currently educates 269 students in grades 6, 7, and 8. Our commitment to pre-adolescent children of the Lisbon Community emphasizes academic and social-emotional support in a safe educational environment. We believe all students respond positively to expectations that are fair, logical, and intuitively accurate. We go above and beyond to develop personal connections to enhance motivation, a hallmark of middle school philosophy.

We recognize that our students require technological skills in order to navigate their professional lives effectively as 21st century citizens, as well as an ethical foundation based on respect and tolerance for diversity. Guidance services play a critical component in this process.

As of August, 29th, 2013 P.W.S has 1.5 administrators, a .5 activities director, 12 classroom teachers, 3 student services teachers, 4 exploratory teachers, 1 gifted and talented teacher, 1 library educational technician III, 1 school nurse, 5 student services educational technicians, 1 school secretary, 1 administrative secretary, 1 custodian, and 3 lunch personnel. School safety is always at the forefront of our responsibilities—from the routines and procedures of fire drills, evacuations, and lock downs to internet safety awareness, an anonymous cyber-bully hotline, and proactive communication with parents.

PWS utilizes trimester grading periods and works with students to help them understand Common Core, proficiency-based standards. We also use transitional teaching teams in grades 5-6 and 8-9 to provide students with a greater level of continuity in their educational journeys. Understanding that all students learn differently and in different time-frames, we offer a wide range of learning opportunities before, during, and after the school day such as Student Council, field trips, art club, science seminars, instrumental and choral music lessons, as well as sports for every season. Our Parent Action Group and Positive Action Committee help to raise funds and support school dances, food drives, family nights, and the week-long expeditionary learning experience of Camp Kiev for grade 8.

From a facilities and instructional perspective, most of our classrooms are equipped with Eno Boards, Ladybug digital projectors, and HP laptops for every student in grade 7 and 8. Our Jobs for Maine Graduates Program offers experiential learning for students who need alternative access to education. We invite parents and community members to visit and view the dynamic projects our students create every day.

Finally, we wish to publicly thank the Lisbon community for their support over the years and as we venture into the future together, we are honored to work with such a dedicated array of life-long learners, who join us in the prospect of making Philip W. Sugg Middle School a meaningful, joyful, and confident part of our children's lives.



# Lisbon Community School

Carlene Iverson, Principal



*All students learn in different ways and in different timeframes.*

Lisbon Community School is the learning location for approximately 650 students in grades Pre-K to five. These students are arranged in thirty-four homerooms of between fourteen students at Pre-K to twenty-five students at grade 5. Students who are identified with particular learning needs can receive support services from specialized programming such as Title I, Special Education and Gifted and Talented Education.

This year the Adequate Yearly Progress designation of the Maine Department of Education that reflects the overall academic success of our students provided us with a comparison of our progress as a school relative to the progress of all other elementary schools in Maine. When the DOE ranked each school according to the established guideline, LCS was given the rank of “C”, just five points from a “B” on a three hundred point scale. While this ranking did not include feedback about how to improve, the staff at LCS looked at possible areas needing our attention and has been addressing those. You can well imagine we are shooting for a better score next year. You can rest assured that our students are learning and making progress every day. There are so many successes and so much of which to be proud. Unfortunately, this does not always show on the state testing.

School Safety is always a high priority at LCS. With 650 students arriving and dismissing each day, procedures are continually reviewed and adjusted accordingly. It is no small feat to transport approximately 600 students to and from school each day and takes a combined effort of teachers, bus aides, office staff, and drivers to assure safe passage. Through team work and communication the process works well.

The LCS Parent Teacher Organization is proud to announce that they have begun the process of becoming a 501(c)(3) non-profit organization. As seen when they initiated their first public auction, many benefits can be accessed as a non-profit group. This process will take some time but will be worth the effort. As a PTO, our parents fund-raise to provide field trips and guest speakers to all grade levels, monthly social events for LCS families, support for various school projects, and organize terrific celebrations during Staff Appreciation Week. With non-profit status we are hoping more of the efforts of their hard work can be realized.

As we move forward with realizing our vision of, “All students learn in different ways and in different time frames,” we will be planning for changes that will allow for the flexibility and structures that will enhance the strong foundation we currently have in our school. These changes will no doubt cause some anxiety, as change does. However, the old saying, “if we always do what we always did, we will always get what we always got,” couldn’t be truer. Our students deserve more than that and we have taken on the task to provide it. It will be an exciting journey into the future.



# Adult Education

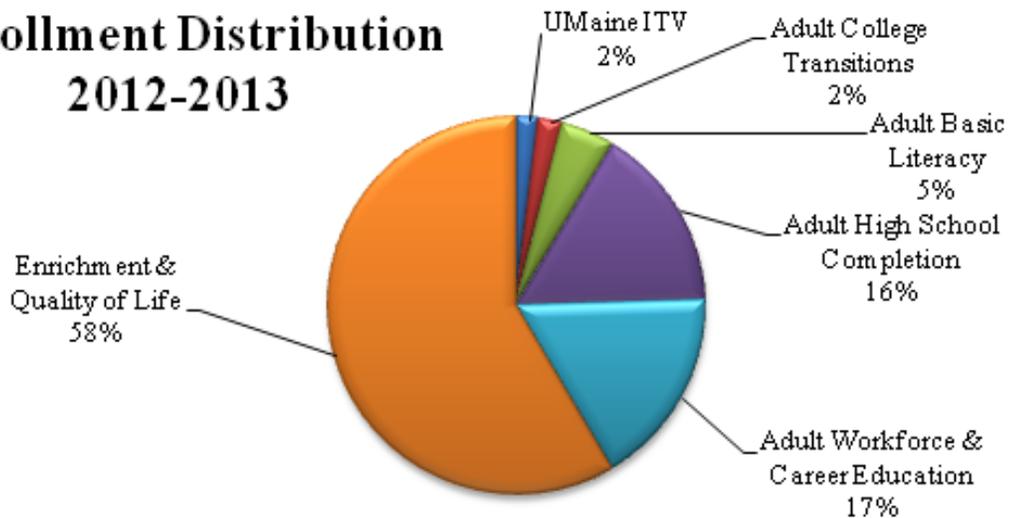
Sara Flowers, Director



Sandi Campbell  
Administrative Secretary

Lisbon Adult & Community Education has served Lisbon, Lisbon Falls, Durham and the surrounding communities for over twenty years. Adult learners come from all over Androscoggin County in order to finish a high school completion credential, build skills for the workplace, prepare to enter college, get help with very basic life skills, and to learn something new that is good for their bodies and their spirits. New in 2014 the State of Maine now offers The HiSET™ Exam in place of The GED™ Test. If you would like more information about the test and the State change process, visit us! We share space with the Central Office and Lisbon High School's Gartley Street Alternative Education program. LACE operates throughout the year holding classes in the fall, spring and summer. A brochure of all programs is mass mailed to the community each September and January and all program information can be found at our website. We are also a site for online students to take proctored tests for university and vocational programs as well as ITV delayed viewing of university courses. Our computer lab is equipped with machines, software and internet access for community members to learn more about and participate in the digital age. Visit us to learn more!

## Enrollment Distribution 2012-2013



19 Gartley Street Lisbon, Maine 04250  
207.353.3037 Phone 207.353.3036 Fax  
<http://lisbon.maineadulted.org>

# School Department

## Resident Enrollment

GRADE	2009	2010	2011	2012	2013
Pre-Kindergarten		28	56	56	58
Kindergarten	81	106	98	108	100
Grade 1	108	89	107	101	101
Grade 2	86	97	87	100	96
Grade 3	96	89	95	81	104
Grade 4	102	97	95	92	86
Grade 5	107	101	96	94	91
Grade 6	87	107	95	91	93
Grade 7	96	85	102	92	87
Grade 8	123	100	83	100	87
<b>TOTAL K-8</b>	<b>886</b>	<b>899</b>	<b>914</b>	<b>915</b>	<b>903</b>
Grade 9	83	117	95	77	102
Grade 10	121	90	118	93	76
Grade 11	109	114	85	114	91
Grade 12	77	116	123	90	109
<b>TOTAL 9-12</b>	<b>390</b>	<b>437</b>	<b>421</b>	<b>374</b>	<b>378</b>
<b>GRAND TOTAL</b>	<b>1276</b>	<b>1336</b>	<b>1335</b>	<b>1289</b>	<b>1281</b>

These numbers are the resident enrollment figures reported to the Maine Department of Education each year for the October 1 EPS reports.

# School Department

## Budget vs. Actual Expenses

BUDGET BY ARTICLE	2012-2013 APPROVED BUDGET	2012-2013 ACTUAL EXPENSED	\$ REMAIN	% REMAIN
1) REGULAR INSTRUCTION	\$ 5,509,669	\$ 5,388,921.55	\$ 120,747.45	2.19%
Includes: Elementary Instruction, Lisbon Community School, PWSugg Middle, and Secondary Instruction, and Lisbon High School.				
2) STUDENT & STAFF SUPPORT	\$ 1,192,034	\$ 1,163,178.54	\$ 28,855.46	2.42%
Includes: Guidance, Nurse, Library, Technology System Administrator, Improvement of Instruction, Technology Funds, and Curriculum Funds.				
3) SPECIAL EDUCATION	\$ 2,222,031	\$ 2,127,710.32	\$ 94,320.68	4.24%
4) CAREER & TECHNICAL	\$ 13,461	\$ 13,460.39	\$ 0.61	0.00%
5) OTHER INSTRUCTION	\$ 358,382	\$ 358,336.24	\$ 45.76	0.01%
Includes: Co-Curricular				
6) ALL OTHER EXPENDITURES	\$ 338,567	\$ 327,922.57	\$ 10,644.43	3.14%
Includes: School Nutrition				
7) SYSTEM ADMINISTRATION	\$ 451,765	\$ 451,731.37	\$ 33.63	0.01%
Includes: School Committee, Superintendent and Business Office.				
8) SCHOOL ADMINISTRATION	\$ 710,046	\$ 709,950.74	\$ 95.26	0.01%
Includes: All Principals				
9) FACILITIES MAINTENANCE	\$ 1,477,768	\$ 1,447,593.25	\$ 30,174.75	2.04%
Includes: Custodial K-5, Custodial 6-8, Custodial 9-12, Custodial CO, and Grounds & Maintenance of Plant.				
10) TRANSPORTATION AND BUSES	\$ 704,160	\$ 697,271.58	\$ 6,888.42	0.98%
11) DEBT SERVICE	\$ 1,025,807	\$ 1,025,807.00	\$ -	0.00%
Total General Fund 100	\$ 14,003,690	\$ 13,711,883.55	\$ 291,806.45	2.08%
11) ADULT EDUCATION	\$ 152,788	\$ 149,261.93	\$ 3,526.07	2.31%
Total of All Articles	\$ 14,156,478	\$ 13,861,145.48	\$ 295,332.52	2.09%

# School Department

## Grants & Receipts

### Grant Accounts 2012-2013

DESCRIPTION	BEG.BAL.			BALANCE
	Sun., July 01 2012	RECEIVED	EXPENDED	Sun., June 30, 2013
Title IA	\$0	\$333105	\$333105	\$0
Local Entitlement-5 to 20	\$0	\$301690	\$301690	\$0
Local EntitlementPres-school	\$0	\$7038	\$7038	\$0
Title IIA-Teacher Quality	\$0	\$87962	\$86583	\$1379
MELMAC Grant	\$24694	\$5750	\$14997	\$15447
Adult Ed-ITV	\$0	\$746	\$0	\$746
Berlin City - Drive for Education	\$383	\$0	\$383	\$0
E-Rate	\$0	\$17716	\$17715	\$1
i3 Grant	\$0	\$3700	\$3605	\$95
Nutrition Program	\$100436	\$510631	\$521096	\$89971
<b>GRAND TOTALS:</b>	<b>\$125513</b>	<b>\$1268338</b>	<b>\$1286212</b>	<b>\$107639</b>

### Receipts 2012-2013

DESCRIPTION	ESTIMATE	RECEIVED	DIFFERENCE
Undesignated Fund	\$244855.00	\$224501.93	(\$20,353.07)
Town-Foundation Index	\$4567475.50	\$4567475.50	\$0.00
Town-Debt Service	\$101633.00	\$101633.00	\$0.00
Town-Additional Local	\$692339.84	\$692339.84	\$0.00
State Subsidy - General	\$8232386.66	\$8167006.89	(\$65,379.77)
Tuition	\$0.00	\$7892.72	\$7892.72
Interest-QSCB	\$0.00	\$16581.16	\$16581.16
Reimb-State Agency Client	\$0.00	\$25770.31	\$25770.31
Reimb-Miscellaneous	\$0.00	\$3303.07	\$3303.07
MaineCare Reimbursements	\$0.00	\$32274.59	\$32274.59
National Board Certification	\$0.00	\$2500.00	\$2500.00
Sale of School Buses	\$0.00	\$4000.00	\$4000.00
Paid from School Lunch	\$165000.00	\$145000.00	(\$20,000.00)
Raised from Local Taxes-Adult Education	\$98624.68	\$98624.68	\$0.00
Tuition-Adult Education	\$15612.00	\$17776.43	\$2164.43
State Subsidy - Adult Education	\$38551.32	\$49797.88	\$11246.56
<b>GRAND TOTALS</b>	<b>\$14156478.00</b>	<b>\$14156478.00</b>	<b>(\$0.00)</b>

#### SCHOOL FUND:

Revenue - Actual	\$14156478.00
Expenditures - Actual	\$13861145.48
Balance 6/30/2013	\$295332.52

### Statement of Scholarships & Trust Funds As of June 30, 2013

Arthur E. Barron	\$621
Blanche M. Jalbert Fund	\$5500
Bryce McEwen Rogary Scholarship	\$13432
Class of 1941 Scholarship Fund	\$22386
Dunton Memorial	\$3785
Earl Higgins Memorial	\$4315
Edna D. Purinton Memorial Scholarship Award	\$606
Farmer	\$8978
Frank E. Wimmer Scholarship Grant for Higher Education in Social Studies	\$12786
Leon E. Bard, Sr. Memorial Music Scholarship Award	\$2842
Lisbon High School Memorial Library Fund (Lewan Cleveland, Paul Huston, & Errol Smith)	\$8617
Marion T.Morse Secretarial Award	\$1549
Maude Frow Fund	\$4352
Michael F. Strout Memorial Scholarship Fund	\$5060
Richard S. Ladner Scholarship Fund	\$6310
Sugg Middle School Trust Fund	\$7360
Summer Camp	\$71
Thompson Memorial Fund	\$3299
Peggy McGraw	\$3476
Walter Huston Memorial Scholarship	\$35881



# School Salary Report

Continued...

<u>Other Staff</u>	<u>Title</u>	<u>Salary</u>	<u>Student Services</u>	<u>Title</u>	<u>Salary</u>
Fusaro, Jeannette M	Sub	\$ 5,250	Baker Goulet, Laura M	Occup. Therapist	\$ 11,276
Gurney, Sherry	Sub	\$ 510	Benson, Joanne	Teacher	\$ 56,005
Hogan, Sandra A	Sub	\$ 5,790	Bergeron, Karen D	Ed Tech II	\$ 22,308
Hope, Abigail	Sub	\$ 175	Blethen, Roxanne M	Ed Tech II	\$ 23,051
Hopping, Libby	Long Term Sub	\$ 8,541	Brown, Lisa K	Teacher	\$ 47,711
Kelliher, Joeseeph T III	Sub	\$ 195	Brunelle, Jo-Ann	Ed Tech I	\$ 21,781
Lemmings, Lacey M	Sub	\$ 60	Bussiere, Tiffany	Ed Tech II	\$ 5,071
Marquis, Louise	Sub	\$ 2,970	Carsley, Dorothy T	Ed Tech II	\$ 20,062
Marstaller, Sandra A	Sub	\$ 210	Carville, Carrie A	Ed Tech II	\$ 20,948
Martin, Barbara L	Sub	\$ 488	Claerr, Kathleen A	Ed Tech II	\$ 25,222
McKee, Brenda Yost	Sub	\$ 70	Cummings, Linda S	Admin. Secretary	\$ 33,644
Metzger, Nancy M	Sub	\$ 1,960	Dearing, Kathleen F	ESL Tutor	\$ 11,733
Morse, Kimberly A	Sub	\$ 280	Doyle, Tracy A	Ed Tech II	\$ 6,328
Nickerson, Jamie L	Sub	\$ 2,194	Earle, Judy A	Ed Tech II	\$ 20,009
Stevens, Makayla M	Sub	\$ 3,210	Gurney, James	Ed Tech III	\$ 22,307
Physic, Lakota S	Sub	\$ 540	Harper, Jeffrey	Teacher	\$ 49,621
Stevens, Kay E H	Sub	\$ 625	Hirst, Brian	Social Worker	\$ 60,923
Poulin, Jean P	Sub	\$ 2,520	Huntington, Teri G	Ed Tech II	\$ 21,335
Powers, Selma	Sub	\$ 4,130	Huston, Michelle L	Ed Tech II	\$ 13,557
Price, Lee	Mentor	\$ 2,400	Hutchings, Michelle L	Ed Tech I	\$ 20,388
Purcell, Samantha D	Sub	\$ 600	Inman, Penny L	Teacher	\$ 54,078
Reed, Christine M	Sub	\$ 300	Irish, James E Jr	Ed Tech II	\$ 1,093
Shaw, Ryan S	Sub	\$ 245	Jacobson, Elizabeth B	Occup. Therapist	\$ 17,865
Slaughter, Christina M	Sub	\$ 360	Koza, Anne V	Ed Tech II/Advisor	\$ 25,931
St.Pierre, Valerie L	Sub	\$ 6,570	Lizotte, Sharon	Ed Tech I	\$ 20,584
Sturm, Linda G	Sub	\$ 5,390	Lucarelli, Gregory L	Ed Tech II	\$ 17,515
Therriault, Carol B	Sub	\$ 1,235	Lucas, Lisa T	Ed Tech II	\$ 17,729
Wagner, Debra A	Sub	\$ 5,200	MacDonald, Maryann	Ed Tech II	\$ 19,945
Walls, Shauna L	Sub	\$ 5,042	Maddocks, Paul T	Speech	\$ 56,040
White, Barbara H	Sub	\$ 6,525	McBride, Kinda M	Ed Tech II	\$ 7,775
Whitney, Karen M	Sub	\$ 2,410	McKay, Jolene	Ed Tech I	\$ 22,516
Willey Jennifer F	Sub	\$ 390	Milazzo, Christina M	Teacher	\$ 44,572
			Morrill, Ann	Ed Tech III	\$ 26,412
			Morris, Barbara M	Teacher	\$ 66,502
			Murphy, Celise E	Ed Tech II	\$ 11,002
			Nailor, Lynda J	Ed Tech I	\$ 19,633
			Northup, Allen R	Psych Evaluator	\$ 57,328
			Plummer, Karen	Ed Tech II	\$ 22,714
			Rasmussen, Pamela P	Speech	\$ 60,435
			Reeves, Jim C	Ed Tech II/Coach	\$ 23,657
			Roberts, Chelsea E	Ec Tech II	\$ 7,875
			Roy, Terry	Ed Tech II	\$ 22,627
			Schlotterbeck, Ray C	Ed Tech II	\$ 21,932
			Stewart, Leslie A	Ed Tech II	\$ 21,327
			Sult, Heather M	Ed Tech II	\$ 22,542
			Swift, Ashley E	Teacher	\$ 40,752
			Sylvester, Daniel	Ed Tech II/Coach	\$ 35,739
			Tlumac, Terri E	Teacher	\$ 47,616
			Weddle, Deborah A	Ed Tech II/Coach	\$ 24,216
			Welch, Diane	Teacher	\$ 49,795
			Welch, Susan	Teacher	\$ 49,920
			Wilmot, Heather A	Director Student Svcs	\$ 82,010
			Woodward, Kathryn J	Ed Tech II	\$ 8,082
			Wright, Brian	Teacher	\$ 51,953
			York, Tammy M	Ed Tech I	\$ 20,717
<u>P.W. Sugg Middle School</u>	<u>Title</u>	<u>Salary</u>			
Akerman, Darren J	Principal	\$ 26,002			
Brown, Suzanne A	Secretary	\$ 32,972			
Cornish, Madelyn	Teacher	\$ 58,933			
Denniston, Jill C	Teacher	\$ 61,133			
Deraspe, Laurie	Teacher	\$ 71,588			
Dionne, Karin	Teacher/Advisor	\$ 62,498			
Dube, Brian S	Teacher	\$ 49,992			
Garnett, Samantha B	Teacher	\$ 28,324			
Gaudet, Timothy	Library Ed Tech III	\$ 22,172			
Huntley, Jennifer L	Teacher	\$ 30,462			
Landberg, Thomas G	Asst. Princ / Ath. Dir	\$ 33,670			
Levasseur, Jude P	Teacher	\$ 52,412			
Littlefield, Kathleen	Teacher	\$ 61,685			
Martin, Melissa E	Teacher	\$ 50,172			
Mendelson, Patricia M	Teacher	\$ 42,926			
Morris, Sara H	Teacher	\$ 10,979			
Nichols, Karen	Teacher/Advisor	\$ 55,166			
Pelletier, Carrie A	Nurse	\$ 50,234			
Pollock, Jonathan S	Teacher	\$ 45,500			
Proctor, Natasha L	Gifted & Talented	\$ 38,394			
Race, Katherine T	Principal	\$ 40,940			
Ridley, Randall S	Teacher/Coach	\$ 55,779			
Robitaille, Lolita	Secretary	\$ 29,965			
Sautter, Nicole E	Teacher	\$ 38,412			
Stevens, Gretchen	Guidance	\$ 63,778			
Thorne, Donald J	Asst Princ/Ath Dir	\$ 51,735			
Weymouth, Carie E	Teacher	\$ 42,118			

# School Salary Report

Continued...

<u>Lisbon Community School</u>	<u>Title</u>	<u>Salary</u>	<u>Lisbon High School</u>	<u>Title</u>	<u>Salary</u>
Bouthot, Margaret	Teacher	\$ 59,155	Carsley, Jonathan J	Teacher	\$ 47,932
Cincotta, Laurie A	Teacher	\$ 61,714	Collins, Caleb C	Teacher	\$ 39,744
Clayton, Anne	Teacher	\$ 72,490	Daly, Elaine E	Nurse	\$ 23,518
Cloutier, Lori A	Teacher	\$ 49,484	Ferrick, David P	Guidance	\$ 38,040
Connell, Elizabeth H	Teacher	\$ 33,526	Fox, Jennifer C	Teacher/Advisor	\$ 54,467
Cormier, Christine	Teacher	\$ 50,730	Frankenberger, Margaret	Admin. Secretary	\$ 37,383
Craig, Nancy	Nurse	\$ 34,342	Gannon, Nicholas M	Asst Princ/Ath Dir	\$ 53,856
Curtis, Gail	Teacher	\$ 55,905	Gentle, Jacob E	Teacher/Coach	\$ 52,518
Dolan, Jean	Guidance/Advisor	\$ 77,264	Gervais, Lynne A	Teacher	\$ 43,507
Doughty, Stephanie L	Admin. Secretary	\$ 35,101	Giggey, Paul	Teacher/Coach	\$ 72,108
Dow, Kathy L	Teacher	\$ 56,662	Goodwin, Leannette	Teacher	\$ 46,340
Fogg, Betty	Teacher	\$ 56,817	Grinder, Barbara	Admin. Secretary	\$ 35,931
Furrow, Debora A	Teacher	\$ 50,756	Hall, Dean	Teacher/Coach	\$ 76,287
Gilbert, Beth J	Teacher	\$ 34,781	Healey, Kenneth	Principal	\$ 88,223
Goforth, Kathy M	Ed Tech II	\$ 19,478	Hester, Dawn	Teacher	\$ 55,654
Grant, Pamela	Secretary	\$ 28,539	Howell, Laurie L	Teacher	\$ 41,312
Grenier, Tayler N	Teacher	\$ 11,729	Hutchinson, Delora	Teacher	\$ 17,277
Hamilton, Suzanne L	Teacher	\$ 18,872	Jones, Wendy	Library Ed Tech III	\$ 14,839
Hardison, Susan	Teacher	\$ 60,178	Jordan, Shari L	Guidance	\$ 13,740
Harlow, Audrey E	Teacher	\$ 38,294	Kissell, Amy R	Teacher	\$ 39,800
Heffernan, Katharine F	Teacher	\$ 12,204	Lachance, Kelsey L	Teacher	\$ 13,739
Iverson, Carlene V	Principal	\$ 81,938	Letourneau, David	Teacher	\$ 56,206
Jarry, Kaitlin R	Teacher	\$ 32,686	Longyear, Zachary J	Asst. Principal / Ath. Dir	\$ 31,255
Johnson, Sara J	Gifted & Talented	\$ 44,337	Mitchell, Seth C	Teacher	\$ 37,632
Jones, Kyla R	Teacher	\$ 23,548	Moriarty, Robert J	Teacher	\$ 8,629
Lacasse, Linda L	Teacher	\$ 55,934	Newell, Rita	Teacher/Coach	\$ 64,357
LaCroix, Ashley M	Teacher	\$ 32,686	Ouellette, Pamela G	Teacher/Advisor	\$ 60,855
LaFlamme, Nicole E	Teacher	\$ 36,394	Roy, Judy A	Teacher	\$ 39,408
Lemmings, April	Teacher	\$ 51,841	Russell, Andrew N	Teacher	\$ 44,188
Lyon, Jacqueline R	Teacher	\$ 35,236	Sewick, Amy R	Guidance	\$ 41,546
Martin, Jamey L	Teacher	\$ 52,276	Sotherland, Laura H	Nurse	\$ 18,223
Martyn-Fisher, Joanna M	Teacher	\$ 44,337	Ward, Brandon L	Teacher	\$ 35,806
Morrow, Sheri L	Teacher	\$ 47,990	Ward, Gretchen B	Teacher	\$ 16,929
Nadeau, Dorothy	Teacher	\$ 47,430	Wells, Lindsay B	Teacher	\$ 13,669
Nelson, Kelly L	Teacher	\$ 10,979	Wescott, Julie A	Teacher/Coach	\$ 46,056
O'Brien-Brown, Amy	Teacher	\$ 54,329	Young, Jacqulyn A	Teacher	\$ 29,290
O'Connell, Kendra	Teacher/Cert. Chair	\$ 67,465			
Patrie, Ryan W	Asst Principal	\$ 53,224	<u>Other Staff</u>	<u>Title</u>	<u>Salary</u>
Phillips, Jody	Ed Tech II	\$ 19,843	Abbott, Lindsay M	Sub	\$ 33
Pinard, Mandy L	Teacher	\$ 11,608	Aclair, Jennifer L	Sub	\$ 30
Plummer, Stephanie	Ed Tech II	\$ 23,254	Bennett, Charlene	Sub	\$ 2,310
Rimiller, Donna	Ed Tech III	\$ 28,277	Bernard-Fraser, Tammy	Sub	\$ 650
Rioux, William J	Teacher	\$ 14,579	Brissette, Debra L	Sub	\$ 3,325
Robertson, Tara M	Teacher	\$ 45,282	Campbell, Joanne	Tutor/Coach	\$ 6,209
Robitaille, Jennifer R	Teacher	\$ 44,687	Caron, Lisa M	MELMAC	\$ 1,063
Samson, Claire	Ed Tech II	\$ 20,941	Chase, Lorraine	Sub	\$ 7,020
Schlotterbeck, Terri A	Ed Tech II	\$ 20,607	Cornish, Andrea A	Sub	\$ 810
Shane, Maxine	Teacher	\$ 61,633	Cota, Dian Linda	Sub	\$ 390
St. Pierre, Amy L	Teacher	\$ 48,291	Craig, Brian R	Sub	\$ 358
St. Pierre, Phyllis M	Teacher	\$ 45,068	Curtis, Marilyn	Sub	\$ 70
Swindlehurst, Jessica L	Teacher	\$ 31,461	Cyr, Elaine	Sub	\$ 640
Tibbetts, Angela D.G.	Teacher	\$ 46,268	Darling, Sarah F	Sub/Coach	\$ 4,702
Watras, Matthew N	Teacher	\$ 58,197	Digregorio, Janet M	Sub	\$ 90
White, Stacy L	Teacher	\$ 54,078	Dobson, Roxanne	Sub	\$ 7,880
Worden, Victoria P	Library Ed Tech III	\$ 25,455	Dodge, Kathryn	Librarian	\$ 49,663
			Doughty, Joseph H	Sub	\$ 870
<u>Lisbon High School</u>	<u>Title</u>	<u>Salary</u>	Dudley, Dana M	Tutor	\$ 85
Bard, Lorraine Y	Secretary	\$ 28,764	Dunnington, James S	Sub	\$ 10,630
Brown, Sara E	Teacher	\$ 12,264	Durkin, Lisa M	Sub	\$ 2,310
Bumpus II, Douglas E	Teacher	\$ 38,508	Forest, Sharon L	Tutor	\$ 12,850
Carlson, Gail D	Teacher	\$ 25,756	Franks, Shirley	Sub	\$ 480



The Water Department purchased new meter reading equipment in December 2013 that replaced obsolete, broken equipment that could no longer be repaired or replaced. The cost of this replacement project was shared by the Town of Lisbon Sewer Department. A positive feature of the new equipment is that it will work with all old and new Sensus Meters and outside readers including the new iPERL meters that meet the no-lead compliance requirement for 2014.

## METER REPAIRS

During 2013 the Lisbon Water Department experienced 3 water main breaks:

Jan 9	8" Capital Ave
July 3	6" Ann St
Aug 6	8" Androscoggin Rd

## SYSTEM REPAIRS

Valve boxes:

- 3 36" bottom sections
- 3 36" top sections
- 12 4 ½ x 12" EZ risers
- 1 5 ½ x 24 Extension

Services:

- 37 curb boxes installed/replaced
- 34 curb rods installed/replaced

## HYDRANTS

- 1 AP Smith hydrant was repaired on Grove St.

## NEW SERVICES

- 2 new water accounts
- 2 one inch taps and service drops

## FROM THE BOARD OF COMMISSIONERS

The Board of Commissioners would like to thank the voters for the approval of the replacement water line in Frost Hill Avenue. The Board believes that a new water tank is in the best interest of the Town to bring us forward towards improvements in the infrastructure. We will be providing more information on a new tank during the coming year.

## TO OUR EMPLOYEES

The Board of Water Commissioners would like to thank the entire staff for a very difficult but productive year. 2013 has been a year of change for the Lisbon Water Department and the Board feels that the changes that have been made to date are in the best interests of the Lisbon Water Department. The customers of the Lisbon Water Department can be very confident that they are receiving the best quality water available and that the employees of the Water Department are dedicated to serving the needs of the community.



**HORTON, McFARLAND & VEYSEY, LLC**  
CERTIFIED PUBLIC ACCOUNTANTS

P.O. BOX 543  
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***INDEPENDENT AUDITORS' REPORT***

May 14, 2013

To the Board of Commissioners  
Lisbon Water Department  
Lisbon Falls, Maine

**Report on the Financial Statements**

We have audited the accompanying statements of net position, statements of revenues, expenses and changes in fund net position and statements of cash flows of the Lisbon Water Department as of and for the years ended December 31, 2012 and 2011, which collectively comprise the Department's basic financial and the related notes to the financial statements.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Explanatory Paragraph***

As discussed in Note 1, the financial statements present only the Lisbon Water Department and do not purport to, and do not, present fairly the financial position of the Town of Lisbon as of December 31, 2012 and 2011, and the changes in its financial position, or, where applicable, its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Lisbon Water Department, as of December 31, 2012 and 2011, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other-Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Lisbon Water Department's basic financial statements. The Schedule of Operation and Maintenance Expenses is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The Schedule of Operation and Maintenance Expenses is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated May 14, 2013 on our consideration of the Lisbon Water Department's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Lisbon Water Department's internal control over financial reporting and compliance.

  
Horton, McFarland & Veysey, LLC

**LISBON WATER DEPARTMENT  
STATEMENTS OF NET POSITION - PROPRIETARY FUNDS  
AT DECEMBER 31,**

<b>Assets</b>	<b>2012</b>	<b>2011</b>
Current Assets:		
Cash	183,240	399,780
Restricted Cash	262,785	279,076
Accounts Receivable - Net of Allowance	115,920	46,069
Materials and Supplies	50,734	53,800
Prepaid Insurance	3,224	3,332
Total Current Assets	<u>615,903</u>	<u>782,057</u>
Non-Current Assets:		
Property, Plant and Equipment:		
Utility Plant	8,359,055	8,083,257
Less: Accumulated Depreciation	<u>2,283,950</u>	<u>2,123,428</u>
Total Property, Plant and Equipment	6,075,105	5,959,829
Unamortized Bond Issue Costs	50,617	54,548
Other Assets	799	3,345
Total Non-Current Assets	<u>6,126,521</u>	<u>6,017,722</u>
Total Assets	<u><u>6,742,424</u></u>	<u><u>6,799,779</u></u>
<b><i>Liabilities and Net Position</i></b>		
Current Liabilities:		
Accounts Payable	3,563	5,974
Accrued Interest	13,453	14,459
Accrued Vacation	10,150	10,856
Advanced Billing	76,527	76,416
Current Portion of Long-Term Debt	<u>213,823</u>	<u>212,007</u>
Total Current Liabilities	<u>317,516</u>	<u>319,712</u>
Non-Current Liabilities:		
Long-Term Debt, Net of Current Portion	2,808,537	3,022,359
Compensated Absences	7,610	8,270
Regulatory Liabilities	<u>229,558</u>	<u>206,958</u>
Total Non-Current Liabilities	<u>3,045,705</u>	<u>3,237,587</u>
Net Position:		
Net Investment in Capital Assets	3,052,745	2,725,463
Restricted	262,785	279,076
Unrestricted	<u>63,673</u>	<u>237,941</u>
Total Net Position	<u>3,379,203</u>	<u>3,242,480</u>
Total Liabilities and Net Position	<u><u>6,742,424</u></u>	<u><u>6,799,779</u></u>

*The notes to the financial statements are an integral part of this statement.*



**LISBON WATER DEPARTMENT  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION -  
PROPRIETARY FUNDS  
YEARS ENDED DECEMBER 31,**

	<b>2012</b>	<b>2011</b>
Operating Revenues:		
Residential	470,830	478,850
Commercial	55,072	57,067
Industrial	2,697	4,430
Public Authorities	21,618	20,052
Public Fire Protection	290,857	290,857
Private Fire Protection	17,518	17,204
All Other	59,204	56,175
Total Operating Revenues	<u>917,796</u>	<u>924,635</u>
Operating Expenses:		
Operation and Maintenance	510,857	482,640
Depreciation	193,822	188,766
Assessments	5,761	5,035
Total Operating Expenses	<u>710,440</u>	<u>676,441</u>
Net Operating Income	<u>207,356</u>	<u>248,194</u>
Non-Operating Revenues (Expenses):		
Income from Merchandise and Jobbing	4,660	4,310
Interest Income	2,546	4,363
Non-Utility Income	1,252	-
Interest Expense	(75,160)	(82,353)
Amortization of Bond Issue Costs	(3,931)	(3,931)
Total Non-Operating Revenues (Expenses)	<u>(70,633)</u>	<u>(77,611)</u>
Change in Net Position	136,723	170,583
Net Position - Beginning of Year	<u>3,242,480</u>	<u>3,071,897</u>
Net Position - End of Year	<u><u>3,379,203</u></u>	<u><u>3,242,480</u></u>

*The notes to the financial statements are an integral part of this statement.*



**LISBON WATER DEPARTMENT  
STATEMENTS OF CASH FLOWS - PROPRIETARY FUNDS  
YEARS ENDED DECEMBER 31,**

	<b>2012</b>	<b>2011</b>
Cash Flows from Operating Activities:		
Receipts from Customers and Users	848,056	930,269
Payments to Suppliers	(178,049)	(171,660)
Payments to Employees	(314,026)	(296,560)
Net Cash Flows from Operating Activities	<u>355,981</u>	<u>462,049</u>
Cash Flows from Non-Capital Financing Activities:		
Other Revenues	5,912	4,310
Net Cash Flows from Non-Capital Financing Activities	<u>5,912</u>	<u>4,310</u>
Cash Flows from Capital and Related Financing Activities:		
Purchase of Capital Assets	(309,098)	(282,129)
Interest Payments	(76,165)	(83,423)
Principal Payments	(212,007)	(217,014)
Net Cash Flows from Capital and Related Financing Activities	<u>(597,270)</u>	<u>(582,566)</u>
Cash Flows from Investing Activities:		
Investment Income	2,546	4,363
Net Cash Flows from Investing Activities	<u>2,546</u>	<u>4,363</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(232,831)	(111,844)
Cash and Cash Equivalents at Beginning of Year	678,856	790,700
Cash and Cash Equivalents at End of Year	<u>446,025</u>	<u>678,856</u>
Components of Cash:		
Cash	183,240	399,780
Restricted Cash	262,785	279,076
	<u>446,025</u>	<u>678,856</u>
Reconciliation of Operating Income to Net Cash Flows from Operating Activities:		
Operating Income	207,356	248,194
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:		
Depreciation	193,822	188,766
Change in Operating Assets and Liabilities:		
(Increase) Decrease in Accounts Receivable	(69,851)	5,526
(Increase) Decrease in Materials and Supplies	3,066	(1,682)
(Increase) Decrease in Prepaid Insurance	108	(3,332)
(Increase) Decrease in Other Assets	2,546	9,461
(Decrease) Increase in Accounts Payable	(2,411)	(8,684)
(Decrease) Increase in Accrued Vacation	(706)	233
(Decrease) Increase in Advanced Billing	111	108
(Decrease) Increase in Compensated Absences	(660)	859
(Decrease) Increase in Regulatory Liabilities	22,600	22,600
Net Cash Flows from Operating Activities	<u>355,981</u>	<u>462,049</u>

*The notes to the financial statements are an integral part of this statement.*



**LISBON WATER DEPARTMENT  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2012 AND 2011**

**NOTE 1: SIGNIFICANT ACCOUNTING POLICIES**

Lisbon Water Department's (the Department) financial statements include the operations for which the Board of Commissioners exercises oversight responsibility. Oversight responsibility is demonstrated by financial interdependency, designation of management, ability to significantly influence operations, and accountability for fiscal matters.

***Reporting Entity***

The Department is an enterprise fund within the Town of Lisbon and operates on revenues derived from water sales and fire protection charges regulated by the Maine Public Utilities Commission. The financial statements of the Department include only assets, liabilities, net position, operations, and cash flows of the Department.

***Nature of Business***

The Department supplies water and fire protection services in the Town of Lisbon. The Department's accounting policies conform to generally accepted accounting principles as applicable to the quasi-municipal units, which utilize the accrual basis of accounting and to the regulations of the Maine Public Utilities Commission. The major sources of revenue are metered water sales and fire protection charges. There are no component units included in the Department.

***Use of Estimates***

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

***Deposits and Investments***

Maine Statutes authorize investments in obligations of the U.S. Treasury and U.S Agencies, repurchase agreements, corporate stocks and bonds within statutory limits, obligations of financial institutions and mutual funds. The Department has not formally adopted deposit and investment policies that limit the Department's allowable deposits or investments and address the specific types of risk to which the Department is exposed beyond Maine Statutes.

***Accounts Receivable***

Accounts receivables are stated at net realizable value. Management provides for probable uncollectible amounts through a charge to earnings and a credit to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collections efforts are written off through a charge to the valuation allowance. The allowance for doubtful accounts as of December 31, 2012 and 2011 was \$1,000.



**LISBON WATER DEPARTMENT  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2012 AND 2011**

**NOTE 1: SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

***Budget***

The Department is not required to present budgetary comparison information as required supplementary information.

***Cash, Cash Equivalents and Custodial Credit Risk***

For purposes of these statements, the Department considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents. The Department does not have policies for bank balances not covered by depository insurance known as custodial credit risk. Total cash is categorized as follows at December 31:

	<b>2012</b>	<b>2011</b>
Carrying Balance	<u>446,025</u>	<u>678,856</u>
Bank Balance	<u>468,755</u>	<u>697,468</u>
Insured	253,880	253,876
Uninsured and Uncollateralized	<u>214,875</u>	<u>443,592</u>
	<u>468,755</u>	<u>697,468</u>

Insured amounts are covered by the Federal Deposit Insurance Corporation (FDIC) and the National Credit Union Association (NCUA).

***Property, Plant and Equipment***

Property, plant and equipment are stated at cost. Depreciation has been provided on a basis considered adequate to amortize the cost of depreciable assets over their estimated useful lives on the straight-line method at rates from 1.3% to 20%. These rates conform to Maine Public Utilities Commission, Chapter 680. Land costs are not being depreciated because they have indefinite useful lives.

***Capitalization Policy***

Expenditures that materially increase values, change capacities, or extend useful lives are capitalized. The amounts charged to utility plant accounts represent all reasonable and necessary costs, including labor, materials, overhead, equipment charges and interest costs incurred. Routine maintenance and repairs are expended as incurred.

***Contributions in Aid of Construction***

Contributions in aid of construction include direct non-refundable contributions. Utility plant funded by contributions is not depreciated for rate making purposes. The net contributions in aid of construction included in total net position at December 31, 2012 and 2011 is \$1,337,339 and \$1,360,123, respectively.



**LISBON WATER DEPARTMENT  
 NOTES TO THE FINANCIAL STATEMENTS  
 DECEMBER 31, 2012 AND 2011**

**NOTE 1: SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

***Restricted Resources***

The Department's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net positions are available.

***Inventories***

Inventories of materials and supplies are stated at cost using the first-in first-out method.

***Unamortized Bond Issue Costs***

Bond issuance expense consisting of legal fees and other costs incurred in connection with long-term debt are being amortized over the term of the bond on the straight-line basis. The amount amortized in 2012 and 2011 was \$3,931.

***Other Assets***

Other assets are costs incurred that benefit future periods and are being amortized based on estimates of the periods benefited on the straight-line basis. Other assets consist of the following at December 31:

	<b>2012</b>	<b>2011</b>
Standard Operating Manual Costs	-0-	950
Rate Case Costs	799	2,395
	<u>799</u>	<u>3,345</u>

***Compensated Absences***

The Department reports compensated absences in accordance with the provisions of Governmental Accounting Standards Board (GASB) Statement No. 16 *Accounting for Compensated Absences*. A liability for compensated absences attributable to services already rendered and not contingent on a specific event that is outside the control of the employer and employee is accrued as employees earn the rights to the benefits. Department employees are granted varying amounts of vacation and sick leave in accordance with the Department's personnel policy. Upon termination employees are paid for accrued vacation and unused sick leave based on factors set forth in the Department's employee handbook. The accrued vacation liability, shown as a current liability, at December 31, 2012 and 2011 was \$10,150 and \$10,856, respectively. The sick leave liability, shown as a non-current liability titled compensated absences, was \$7,610 and \$8,270, respectively, at December 31, 2012 and 2011.

***Regulatory Liabilities***

Regulatory liabilities represent amounts recovered from customers in advance of incurring the costs. The Department's liability at December 31, 2012 and 2011 totaling \$229,558 and \$206,958, respectively, relates to future standpipe painting expenses.



**LISBON WATER DEPARTMENT  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2012 AND 2011**

**NOTE 1: SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

***Regulation***

As a regulated water utility, the Department is subject to regulation by the Maine Public Utilities Commission, which has jurisdiction with respect to rates, service, accounting procedures, acquisitions and other matters. The Department defers certain costs and credits as regulatory assets and liabilities when it is probable that such amounts will be recognized in the rate making process in a period different from the period in which they would have been reflected in income by an unregulated entity.

***Income Taxes***

The Department qualifies as a tax exempt organization under the provisions of the Internal Revenue Code and, accordingly, its revenue is not subject to any state or federal income taxes.

***Measurement Focus, Basis of Accounting and Basis of Presentation***

The Department uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain functions and activities. A fund is a separate accounting entity with a self-balancing set of accounts.

The Department follows GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. This Statement provides specific guidance as to which FASB and AICPA pronouncement provisions should be applied to state and local governments. The Department prepares its financial statements on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America for proprietary funds, which are similar to those for private business enterprises. Proprietary funds are accounted for on the flow of economic resource measurement. Accordingly, revenues are recorded when earned and expenses are recorded when incurred. Proprietary funds distinguish operating revenues and expenses from non-operating activity. Operating revenues arise from providing goods or services to outside parties for a fee. Revenues and expenses that are not derived directly from operations are reported as non-operating revenues and expenses.

The Department has one type of proprietary fund, an enterprise fund. Enterprise funds are required to be used to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of net revenues, (b) has third party reimbursements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) established fees and charges based on a pricing policy designed to cover similar costs.



**LISBON WATER DEPARTMENT  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2012 AND 2011**

**NOTE 2: UTILITY PLANT**

Capital asset costs, additions and disposals are as follows for the year ended December 31:

	2011			2012
	Balance	Additions	Disposals	Balance
Land	24,013			24,013
Structures	1,566,387			1,566,387
Wells and Springs	220,805			220,805
Pumping Equipment	578,257			578,257
Water Treatment Equipment	848,682	17,997	7,400	859,279
Distributions Reservoirs	159,421			159,421
Mains	3,340,098	198,119	5,800	3,532,417
Services	476,823	70,076	19,500	527,399
Meters	278,499			278,499
Hydrants	282,487	7,388	600	289,275
Office Equipment	12,553			12,553
Transportation Equipment	78,921			78,921
Tools	22,749			22,749
Laboratory Equipment	4,347			4,347
Communication Equipment	143,500			143,500
Miscellaneous Equipment	45,715			45,715
Construction Work in Progress	-0-	15,518		15,518
Gross Utility Plant	8,083,257	309,098	33,300	8,359,055
Less: Accumulated Depreciation	2,123,428	193,822	33,300	2,283,950
Net Utility Plant	5,959,829	115,276	-0-	6,075,105

**NOTE 3: RETIREMENT PLAN**

**Plan Description** - The Department participates in the Maine Public Employees State Retirement System (MPERS), which is a multiple-employer agent Public Employer Retirement System as defined by GASB Statement No. 25. MPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Participation in the system is elective. Benefits are defined by State law and can be amended by the State Legislature. MPERS issues a publicly available financial report that includes financial statements and required supplementary information.

**Funding Policy** - Plan members are required to contribute 6.5% of their annual covered salary and the Department is required to contribute an actuarially determined rate, currently 5.3% of payroll. The contribution rates of plan members and the Department are established and amended by the State Legislature. The Department receives a monthly credit for its Initial Unpooled Actuarial Liability determined by the Plan's actuary based on \$43,180 amortized at \$460 monthly over 10 years from July 1, 2012. The Department's expense for the retirement plan in 2012 and 2011 totaled \$0 and \$942, respectively. Employee contributions totaled \$14,718 and \$14,780 during 2012 and 2011, respectively.



**LISBON WATER DEPARTMENT  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2012 AND 2011**

**NOTE 4: LONG-TERM DEBT**

Bonds payable as of December 31:

	<b>2011</b>			<b>2012</b>
	<b>Balance</b>	<b>Increases</b>	<b>Decreases</b>	<b>Balance</b>
Bond payable to Maine Municipal Bond Bank, maturing in 2024. Interest rate of 2.05%.	2,037,766		143,856	1,893,910
Bond payable to Maine Municipal Bond Bank, maturing in 2025. Interest rates of 3.00% - 5.00%.	275,100		19,650	255,450
Bond payable to Maine Municipal Bond Bank, maturing in 2030. Interest rates of 4.01% - 5.75%.	921,500		48,500	873,000
Total Outstanding Debt	3,234,366		212,006	3,022,360
Less: Current Portion	<u>212,007</u>			<u>213,823</u>
Total Long-Term Debt	<u>3,022,359</u>			<u>2,808,537</u>

Required future debt service payments are as follows:

	<b>Principal</b>	<b>Interest</b>	<b>Credits</b>	<b>Total</b>
2013	213,823	89,723	(836)	302,710
2014	215,721	85,843	(828)	300,736
2015	217,703	81,879	(731)	298,851
2016	219,773	77,195	(693)	296,275
2017	221,936	72,201	(1,009)	293,128
2018 - 2022	1,145,641	278,977	(4,431)	1,420,187
2023 - 2027	642,263	101,300	(2,058)	741,505
2028 - 2030	145,500	16,720	-0-	162,220
	<u>3,022,360</u>	<u>803,838</u>	<u>(10,586)</u>	<u>3,815,612</u>

The Department has received credits from the Maine Municipal Bond Bank that are being recognized over the remaining lives of the respective bond issues. These credits will offset future interest expense.

**NOTE 5: SUBSEQUENT EVENTS**

In preparing these financial statements, the Department has evaluated events and transactions for potential recognition or disclosure through May 14, 2013, the date the financial statements were available to be issued.



**LISBON WATER DEPARTMENT  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2012 AND 2011**

**NOTE 6: NET POSITION**

Net position comprises the various net earnings from operating and non-operating revenues, expenses and contributions of capital. Net position is classified in the following components: net investment in capital assets, restricted and unrestricted. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets and adding back unspent bond proceeds. The Department's net investment in capital assets was calculated as follows at December 31:

	<b>2012</b>	<b>2011</b>
Total Property, Plant and Equipment	6,075,105	5,959,829
Long-Term Debt (Including Current Portion)	<u>(3,022,360)</u>	<u>(3,234,366)</u>
Net Investment in Capital Assets	<u>3,052,745</u>	<u>2,725,463</u>

Restricted consists of net position for which constraints are placed thereon by external parties, such as lenders, grantors, contributors, laws, regulations and enabling legislation, including self-imposed legal mandates, less any related liabilities. Total restricted net position is expendable at December 31, 2012 and 2011. The Department had restricted net position totaling \$262,785 and \$279,076, respectively at December 31, 2012 and 2011 for capital projects. Unrestricted consists of all other net position not included in the above categories.

**NOTE 7: LONG-TERM LIABILITIES**

Long-term liabilities are as follows at December 31:

	<b>2011</b>			<b>2012</b>
	<b>Balance</b>	<b>Increases</b>	<b>Decreases</b>	<b>Balance</b>
Long-Term Debt	3,022,359	-0-	213,822	2,808,537
Compensated Absences	8,270	-0-	660	7,610
Regulatory Liabilities	206,958	22,600	-0-	229,558

**NOTE 8: RISK MANAGEMENT**

The Department is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The Department purchases commercial insurance for the risks of losses to which it is exposed. There have been no significant reductions in the commercial coverage from the prior year. The Department is not aware of any material actual or potential claim liabilities which should be recorded at December 31, 2012 and 2011.

In conjunction with the Town of Lisbon, the Department has established a self-insured health plan for eligible employees. The health plan contains excess stop loss insurance for claims that exceed \$50,000 per person, or \$489,785 in the aggregate (annually). The plan is administered by the Town of Lisbon and the Department reimburses the Town of Lisbon for the costs related to the Department's employees. Total payments to the Town of Lisbon in 2012 and 2011 were \$27,796 and \$22,384, respectively.



**LISBON WATER DEPARTMENT  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2012 AND 2011**

**NOTE 9: COMMITMENTS**

In 2012, the Department entered into a purchase and sale agreement to purchase land to construct a water storage tower. The total purchase price for the land stated in the agreement is \$40,000.

**NOTE 10: MAJOR CUSTOMER**

The Department derived approximately 32% of its operating revenues from the Town of Lisbon related to the servicing of public fire hydrants for the years ended December 31, 2012 and 2011.

**NOTE 11: RESTRICTED CASH**

As a condition of the 2010 bond issues from the Maine Municipal Bond Bank, the proceeds must be spent on approved capital projects. As of December 31, 2012 and 2011, respectively, cash received from the bond issues totaling \$262,785 and \$279,076 was unspent and restricted.



**LISBON WATER DEPARTMENT  
OPERATION AND MAINTENANCE EXPENSES  
YEARS ENDED DECEMBER 31,**

**SCHEDULE 1**

	<b>2012</b>	<b>2011</b>
Salaries and Wages:		
Pumping	89,906	76,136
Treatment	17,519	14,725
Distribution	18,976	18,362
Customer Accounting	5,579	5,480
Administration	106,236	103,223
Commissioners	4,800	4,800
Total Salaries and Wages	<u>243,016</u>	<u>222,726</u>
Pensions and Benefits	71,010	73,834
Power	33,298	29,135
Chemicals	3,666	2,281
Materials and Supplies:		
Pumping	11,485	10,142
Treatment	1,088	1,594
Distribution	9,360	6,184
Administration	12,960	14,624
Total Materials and Supplies	<u>34,893</u>	<u>32,544</u>
Contractual Services:		
Accounting	5,125	4,875
Other	79,553	68,308
Total Contractual Services	<u>84,678</u>	<u>73,183</u>
Transportation	19,367	23,349
Insurance	16,168	12,621
Rate Case Expense	1,878	1,597
All Other	<u>2,883</u>	<u>11,370</u>
Total Operation and Maintenance Expenses	<u><u>510,857</u></u>	<u><u>482,640</u></u>

*See accompanying independent auditors' report.*



## SCHEDULE OF MEETINGS

### APPEALS BOARD

3rd Monday of the Month (as needed)  
Town Office—7:00 PM

### CONSERVATION COMMISSION

2nd Tuesday of the Month  
Beaver Park—7:30 PM

### FINANCE COMMITTEE

2nd Monday of the Month  
Town Office -5:15 PM

### LIBRARY GOVERNING BOARD

1st Wednesday of the Month  
Library—6:30 PM

### MTM BOARD OF DIRECTORS

2nd Tuesday of the Month  
MTM Center—9:00 AM

### PLANNING BOARD

2<sup>nd</sup> & 4th Thursdays of the Month  
Town Office -7:00 PM

### RECREATION COMMITTEE

1st Monday of the Month  
MTM Center - 7:00 PM

### SCHOOL COMMITTEE

2nd & 4th Monday of the Month  
Town Office—7:00 PM

### TOWN COUNCIL

1st & 3rd Tuesday of the Month  
Town Office—7:00 PM

### TRAIL COMMISSION

3<sup>rd</sup> Thursday of the Month  
Town Office—7:00 PM

### WATER COMMISSION

2nd & 4th Monday of the Month  
Water Department—6:30 PM

## TELEPHONE DIRECTORY

### AMBULANCE

Emergency 911  
Information 353-4079

### FIRE

Emergency 911  
Chief 353-3000 Ext. 121  
Lisbon Falls Fire Co. 353-2141  
E.T. Smith Hose Co. 353-2821

### POLICE

Emergency 911  
Information 353-2500

### TOWN OFFICE

Accounts Payable	353-3000	Ext. 114
Assessor	353-3000	Ext. 110
Code Enforcement	353-3000	Ext. 111
Economic Development	353-3000	Ext. 122
Elections	353-3000	Ext. 118
Electrical Inspector	353-6753	
Finance Director	353-3000	Ext. 115
General Assistance	353-3000	Ext. 124
Public Works—Office	353-3000	Ext. 117
Sewer Department	353-3000	Ext. 107
Tax Collector	353-3000	Ext. 108
Town Clerk	353-3000	Ext. 112
Town Manager	353-3000	Ext. 102
Town Engineer	353-3000	Ext. 116
Vehicle Registration	353-3000	Ext. 106

### MUNICIPAL DEPARTMENTS

Animal Control	353-2500
Beaver Park	353-9075
Health Officer	333-6601 Ext. 1162
Lisbon Library	353-6564
Public Works Garage	353-3016
Recreation Department	353-2289
Transfer & Recycling	353-3009
Treatment Plant	353-3013
Water Department	353-3020

### SCHOOL DEPARTMENT

Adult Education	353-3037
Lisbon Community School	353-4132
Lisbon High School	353-3030
Sugg Middle School	353-3055
Superintendent	353-6711

