



AGENDA
COUNCIL MEETING
MARCH 17, 2020
LISBON TOWN OFFICE
7:00 P.M.

Town Council
Allen Ward, Chair
Norm Albert, Vice Chairman
Donald Fellows
Jeffrey Ganong
Kasie Kolbe
Fernand Larochelle, Jr.
Mark Lunt

1. CALL TO ORDER & PLEDGE TO FLAG
2. ROLL CALL
 ___ Councilor Albert ___ Councilor Fellows ___ Councilor Ganong ___ Councilor Kolbe
 ___ Councilor Larochelle ___ Councilor Lunt ___ Councilor Ward
 Town Clerk reading of meeting rules
3. GOOD NEWS & RECOGNITION
4. PUBLIC HEARINGS
5. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS
6. CONSENT AGENDA
 2020-59 ORDER – A. Municipal Accounts Payable & Payroll Warrants -
 # 3112020 \$ 16,852.38 # \$
 # \$ # \$
 # \$
 B. School Accounts Payable & Payroll Warrants -
 # 2016 \$ 231,648 # \$
 # \$ # \$
 C. Minutes of March 10, 2020
7. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES
 2020-60 ORDER – Set Public Hearing for April 7, 2020 for Façade Grant
 2020-61 ORDER – Crystal Spring Healing Alternatives – Manufacturing License
 2020-62 ORDER – Worumbo Mill Site – Material Removal & Fence Replacement
 2020-63 ORDER – Authorization to go out to bid for Park Projects at Graziano Square
 2020-64 ORDER – Solicit bids for Building, Plumbing, HVAC, and Electrical Services
 2020-65 ORDER – Amendments to Chapter 70 Zoning - Accessory Dwelling Units, Definitions & Land Use Table–*First Reading*
 2020-66 ORDER – Municipal Budget Presentation
8. OTHER BUSINESS
 A. Council Committee Reports:
 1. School (Councilor Albert) 5. Recreation (Councilor Albert)
 2. Planning Board (Councilor Fellows) 6. County Budget (Councilor Ward)
 3. LDC (Councilor Larochelle/Albert) 7. Library (Councilor Lunt)
 4. Conservation Commission (Councilor Ward) 8. Water Commission (Councilor Fellows)
 B. Town Manager's Report
 C. Department Head Written Reports
9. APPOINTMENTS
10. COUNCIL COMMUNICATIONS
11. AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS
12. EXECUTIVE SESSION
 2020-67 ORDER – Per 1 MRSA Section 405 Personnel
13. ADJOURNMENT
 2020-68 ORDER – To Adjourn

SUMMARY OF LISBON COUNCIL MEETING RULES

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

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

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



Town of Lisbon

Diane Barnes
Town Manager

Town Council
Allen Ward, Chairman
Norm Albert, Vice Chair
Donald Fellows
Jeffrey Ganong
Kasie Kolbe
Fernand Larochelle, Jr.
Mark Lunt

MEMO

To: Town Council
From: Diane Barnes, Town Manager
Subject: Recommendations
Date: March 17, 2020

Agenda Item 2020 –60 Set Public Hearing for April 7, 2020 Façade Grant

In February 2020 the Maine Department of Economic and Community Development's Office of Community Development (OCD) invited the Town of Lisbon to submit a Community Development Block Grant (CDBG) application to fund a Business Façade Grant program. Public input is an important component in the developing a strong grant proposal and a requirement of OCD to apply for CDBG funds.

ECD has previously promoted to the public the proposed Façade Grant Program via the Town's email distribution list, social media, and a call for projects that ran in the Lewiston Sun Journal.

In addition, OCD requires that the Town hold a public hearing and publish a public notice in advance of that public hearing in the local paper of record. Mr. Richardson is requesting that Council hold a public hearing on April 7, 2020 to invite input from residents and the general public about the Town's proposed Business Façade Grant program.

With Council approval during the March 17 Council meeting for the Façade Grant program public hearing at the April 7 Council meeting, ECD will post the appropriate notice for that April 7 hearing in the Sun Journal.

Following the opportunity for public input and Council approval during the April 7 Council meeting, Town staff will submit the CDBG Façade Grant program application by the April 10 deadline.

Recommendation

Authorize the Town Manager and ECD Director to set a Public Hearing for April 7.

Agenda Item 2020 –61 Crystal Spring Healing Alternatives – Manufacturing License

Michael Scalia is requesting a Manufacturing Medical Marijuana License for a new facility at 1 Upland Road. The Police Chief, Fire Chief, and Code Enforcement Office completed inspection certifications and have approved Council's granting Crystal Spring Healing Alternatives, LLC a license. Please note that Mr. Scalia's application had also indicated he wanted a Storefront license at the same time; however, Mr.

Scalia will not be able to complete the requirements for granting the Storefront license at this time, but he indicated he would apply again when his storefront operation is nearer completion.

Recommendation

Approve the Manufacturing Medical Marijuana License for Crystal Spring Healing Alternatives, LLC.

Agenda Item 2020 – 62

Worumbo Mill Site – Material Removal & Fence Replacement

The Public Works Director is requesting permission to rent a rock crusher for the Worumbo mill project. There is approximately 1500-2000 yards of rock onsite, which we could crush down for much needed gravel to be used on the site and other projects. The cost of the crusher unit is \$17,000.00 for 14 days to rent, which will give us plenty of time to crush what is on site. The crusher would save us on trucking, time, and material.

The Public Works Director is also requesting authorization to put the fence out to bid, which will go along the retaining wall where the old fence once stood. This would improve the safety of the town's people that will be soon using the property for various reasons.

Recommendation

Authorize the Town Manager and Public Works Director permission to rent the rock crusher for 14 days using funds coming from the Downtown TIF and to put the fence out to bid.

Agenda Item 2020 – 63

Authorization to go out to bid for Park Projects at Graziano Square

The Code Enforcement Officer would like to request the Council approve going out to bid for Electrical, fencing, and paving work for the Park at Graziano Square as follows:

Electrical work includes:

- Provide service pole, supply panel and disconnect with meter trim to corner of parking lot designated for vending. Circuits sized sufficiently to handle power for the entire park, including the Gazebo, landscape lighting, parking area and vending area.
- Install underground wiring in conduit to Gazebo and install weatherproof receptacles (2) at designated locations.
- Install weatherproof (2) receptacles to service vending area in parking lot.
- Install underground wiring to landscape lighting and Welcome to Lisbon-Graziano Square lighting.

Fencing work includes:

- Install a commercial grade 6' tall aluminum fence surrounding the park area with gates at each entry (3). Fence specs are included with the packet.
- Provide doublewide access gate for park maintenance.
- Install solid slat 6' tall wood fence along border of parking lot and abutter.

Paving work includes:

- Prep and Install asphalt base and finished topcoat at parking lot area
- Pave entry apron into new concrete walkway at Village Street parking lot entrance and grade providing ADA accessibility as required.

- Grade asphalt into the Storm Drain connection in parking lot.

Recommendation

Authorize the Town Manager and Code Enforcement Officer to go out to bid for Electrical, Fencing, and Paving work for the park at Graziano Square.

Agenda Item 2020 – 64

Solicit Bids for Building, Plumbing, HVAC, and Electrical Services

The Code Enforcement Officer would like permission to solicit bids for Carpentry/Building related maintenance, Plumbing and HVAC maintenance, along with Electrical maintenance work, which are on-going services needed for all municipal buildings.

The bids will require an “hourly rate” for services from licensed (where required) contractors in each trade.

This service will help streamline smaller jobs and allow work to be done more efficiently. The Codes Officer recommends awarding this bid on an annual basis.

Recommendation

To authorize the Town Manager and Codes Officer to go out to bid for Carpentry/Building, Plumbing, HVAC, and Electrical Services.



**TOWN COUNCIL
SPECIAL
MEETING MINUTES
MARCH 10, 2020**

Fern Larochelle 2020
Normand Albert, Vice Chair 2021
Kasie Kolbe 2021
Allen Ward, Chairman 2021
Mark Lunt 2022
Donald Fellows 2022
Jeffrey Ganong 2022

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

ROLL CALL. Members present were Councilors Ward, Albert, Kolbe, Lunt, Larochelle, Ganong, and Fellows. Also present were Diane Barnes, Town Manager; and approximately 10 citizens in the audience.

GOOD NEWS & RECOGNITION

PROCLAMATION FOR LISBON HIGH SCHOOL CHEERING TEAM

VOTE (2020-44) Councilor Albert, seconded by Councilor Larochelle moved to adopt the following Proclamation:

WHEREAS, The Lisbon High School Cheering Team have made the Community proud as they finished first at the Mountain Valley Conference Championship, and

WHEREAS, The Lisbon High School Cheering Team went on to finish Second in the Southern Maine Class C Regional Championship, and

WHEREAS, The Lisbon High School Cheering Team then took second place at the Class C State Championship scoring 77.1 points over the winning team with 80.1 points, and

WHEREAS, The Lisbon High School Cheering Team has made Lisbon very proud of their performances at the competitions, and

NOW, THEREFORE, We, the Town Council of the Town of Lisbon wish to congratulate and thank the Lisbon High School Cheering Team for their fine representation of the Town of Lisbon at the Mountain Valley Conference Championship, the Southern Maine Class C Regional Championship, and Class C State Championship competition on February 8, 2020.

Order passed – Vote 7-0.

PUBLIC HEARINGS

**MEDICAL MARIJUANA ESTABLISHMENT LICENSE FOR BBB PHARMACEUTICAL
ALTERNATIVES, LLC**

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

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2020-45) Councilor Larochelle, seconded by Councilor Kolbe moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

# 2202020	\$ 14,558.44	# 200227	\$ 133,275.65
# 2002W2	\$ 14,747.09	# 2262020	\$ 105,194.34
# 332020	\$ 191,706.81	# 03042020	\$ 53,785.36
#2003W1	\$ 15,309.25	# 200312	\$ 127,171.83

B. School Accounts Payable & Payroll Warrants -

#1067	\$ 6,752.82	# 1068	\$ 66.24
#1069	\$ 304,704.64	# 1070	\$ 13,487.37
# 1071	\$ 6,925.78	#1072	\$ 66.24
# 2015	\$ 103,947.33	# 39	\$ 1,822.18
# 1073	\$ 330,762.11		

C. Minutes for February 18, 2020

D. Medical Marijuana Establishment License for BBB Pharmaceutical Alternatives, LLC

E. Ratify March 3, 2020 Presidential Preference Primary Election Results

Order passed - Vote 7-0.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

SCHOOL BUDGET PRESENTATION

INTRODUCTION: Superintendent Green said the preliminary adopted budget figures that the Council will be reviewing this evening still have a few remaining variables that could impact the bottom budget line either positively or negatively, but those unknowns will not be known until the middle of May. He mentioned the subsidy comparison sheet and the cost center reports have been updated as well to March 10, 2020.

Dr. Green said the School Committee's primary goal is to maintain the current student programs and services, which are currently included in this preliminary budget including the funds to decrease and support classroom sizes and increase district and building support for students and staff. This would include additional increases associated with curriculum, nutrition, and special education. Reinstating a curriculum director alleviates this burden on teachers and allows teachers more time for student interactions and classroom instruction. He said as usual, they will continue to look at current programs and services to make sure that they are operating in the most efficient manner and will continue to restructure through attrition as needed.

Dr. Green said additional areas for potential changes include the following:

Anticipated/Actual Resignations	Gartley Street School Revenue
Capital Reserve	Salaries/Benefits/Insurance 9%
Restructuring	Special Education (Enrollment)
Service Center Penalty (Legislation)	Unanticipated Revenue
Unassigned Amount	

Dr. Green said notable increases/decreases and transfers include the following:

Curriculum	Special Education
Nutrition	LCS Regular Instruction (Student Support Services)

Dr. Green said the difference from the proposed budget and the one he was presenting tonight was an additional \$84,000 that the School Committee added. He indicated special educational costs were the biggest piece driving the budget increases this year. He said we still have students with special needs that even the Gartley Street Program cannot provide, and we still have to find these resources and that is costly.

Dr. Green indicated today's issues include students dealing with trauma and today's teachers are faced with many challenges. Teachers are learning how to deal with behaviors, triggers, and different types of students. He said he added an estimated amount for student and teacher support services, although it had not yet been decided what that support looks like.

Dr. Green said the School Department has made a lot of progress and many good things are happening in our school system. With even with the reinstatement of a Curriculum Director, the additional contingency funds for Nutrition built into that budget, and the use of the existing Capital Reserve Funds to pay for the Energy Performance Contract, in the end, after the state form is completed, Lisbon's total should fall under the 100% Essential Programs and Services Amount, not over. Adult education remains the same at \$33,618. Dr. Green said his overall budget is a 7.53% increase.

Dr. Green pointed out that the State's contribution this year is \$9,056,649, which is a \$480,078 increase over last year. He indicated that the total amount for school funding for FY20-21 is \$17,591,038 or \$1,146,747 over last year. He said the State of Maine will fund \$480,078 of that increase and \$666,669 would come from the town. He assured the Council that by May these figures would be lower. He said he was waiting for the auditors to be done with their audit and then those numbers once applied to the budget could be used to lower the total amount raised as well.

Councilor Fellows pointed out that the local share for this budget is a 9% increase.

FISCAL YEAR 2020 HOMELAND SECURITY GRANT PROGRAM FOR THE POLICE DEPARTMENT

Chief Hagan said the Police Department has an opportunity to apply for Federal Funds through the 2020 Homeland Security Grant Program. This particular grant does not require any matching funds and has been used in recent years to purchase security cameras for the Police Department/Town Office building, computers, infrared thermal cameras for nighttime searches, and mobile radios for our patrol force. The Police Department received an award of roughly \$6,800 in the 2019 Homeland Security Grant, which was used to purchase mobile and portable radios.

This year's request would be to purchase three mobile radios for our cruisers. Their current radios are at the end of their useful life span and we need to move forward with their replacements in a timely manner. The current anticipated funding request will be approximately \$6,400. We are requesting permission to apply for the grant funds.

VOTE (2020-47) Councilor Larochelle, seconded by Councilor Albert moved to authorize the Police Chief and Town Manager to submit a Fiscal Year 2020 Grant through the HSGP and accept the grant funds. **Order passed - Vote 7-0.**

FISCAL YEAR 2020 HOMELAND SECURITY GRANT PROGRAM (HSGP) FOR THE FIRE DEPARTMENT

Chief LeClair said the Fire Department has an opportunity to apply for Federal Funds through the 2020 Homeland Security Grant Program. This HSGP is a FEMA program is administered by State and County EMA's. He mentioned the County's EMA Director encouraged communities to apply for other items instead of radio equipment this year. This year's request would be to purchase ballistic vests and helmets for the Firefighters. As the threat of violence in our Nation's communities increase, it changes how the fire service prepares for different tragedies. The Fire Department and Police Department have been in constant communication on the response needed for potential threats or acts of violence in our Town. Any such situation will require a multi-agency response. Having this equipment would protect the fire department responders in these situations. We are requesting permission to apply for these grant funds.

Councilor Ganong asked what other items were considered. Chief LeClair mentioned ropes, harnesses, and embankment tools would be nice. He said the town could benefit from that type of rescue equipment and its potential use along the river; however, Lisbon currently is able and ready for that type of rescue. He indicated the potential need to protect employees from threats or acts of violence considering today's environment in general seemed substantially more important. He indicated at least three firefighters statewide had been shot at over the last year. He said armor on firefighters would be necessary at times to deliver a service in this day and age. Councilor Ganong pointed out that Lisbon does has a river. He mentioned the potential of needing the tools for a river rescue might be greater. Chief LeClair indicated in the past 20-25 years in Lisbon he had only seen one issue to worry about over an embankment issue.

VOTE (2020-48) Councilor Albert, seconded by Councilor Larochelle moved to authorize the Fire Chief and Town Manager to submit a FY 2020 Grant through HSGP and to accept the grant funds. **Order passed - Vote 6-1. (Opposed: Ganong)**

PUBLIC WORKS TRUCK PURCHASE

INTRODUCTION: Mr. Cyr requested approval to purchase a new Chevy K1500 4x4 in the amount of \$27,992. He explained that while purchasing a part at a dealership, he discovered potential savings on a vehicle slotted to be purchased in the CIP in 2021. He said he thought he should bring this to the Council's attention at this time. Truck #202, which is a 2007 Ford F150 is due to be replaced in the 2021 CIP but perhaps it should be replaced sooner given the current incentives being offered from the factory in the amount of \$9,700. He said now is the right time to purchase the new truck. The trade in allowance for this truck will be less if we wait another year. The new truck will be equipped with blue tooth, which the other truck does not have, and will allow hands free operation for cell phone use. Estimated trade in value is \$4,000, which is already figured into the total amount needed; using the \$24,122 or the remainder of the money left from the compacting trash trailer would leave a balance of \$3,870, which could come from the Public Works equipment line in this budget. He mentioned the truck being ordered saves the town an additional \$1,200, however, the order deadline is March 25th to cash in on these savings.

VOTE (2020-49A) Councilor Larochelle, seconded by Councilor Albert moved to authorize the purchase of a new PW Truck from Emerson Chevrolet in the amount of \$27,992.00 and re-designate the trash trailer balance of \$24,122.00 to this purchase.

Councilor Ward pointed out he did not find the formal bid specs or that the bidding process was followed. He said he could not support purchasing this vehicle when it is already in the CIP for next year. Mr. Cyr said if the Council wanted formal stuff that he could get it. He explained he went to several dealers with a specific request and that he received several quotes, which were in the Council's packet. He said if asked, each dealer had specified their quote given would be their exact bid. Councilor Larochelle pointed out the existing trucks conditions, indicated Mr. Cyr should not be using his own vehicle for town business, and indicated that the town does have the funds we just need to come up with the proper paperwork. Councilor Ward suggested using a standardized form that also includes gathering warranty information for comparison.

VOTE (2020-49B) Councilor Larochelle, seconded by Councilor Albert moved Amendment #1 based on the fact that the formal RFP process is followed and that the purchase not exceed funds available. **Amendment #1 Voted – Vote 6-1 passed. (Opposed: Ward)**

Mr. Cyr explained he used the same bid process for quotes, but did not advertise or set a deadline for accepting bids. He said in that situation there may not be enough time to take advantage of all the savings.

Councilor Ward indicated he would like to see a two week bid process followed. Councilor Lunt suggested the Council call a special meeting on March 24 to allow for a formal 13-day bid process. Councilor Fellows said he supported waiving the formal bid process in this case to obtain all of the \$14,000 in potential savings; however, he indicated he would not support this process again and would like the formal bid process used in the future. Councilor Albert said he had no objection to purchasing the truck after going through the RFP process if funding is available.

VOTE (2020-49C) Councilor Larochelle, seconded by Councilor Albert moved Amendment #2 to allow the truck purchase if funding is available and it does not exceed the total amount.

Mr. Cyr said a delay in ordering the truck would result in potentially losing \$1,200, but that he would be fine with doing the formal process if the Council wanted. Mrs. Barnes reported Council would still have to have a final vote if the formal bid process is used. Councilor Larochelle pointed out the bid process was used technically and that several quotes had already been obtained.

Councilor Albert withdrew his second to Amendment #2. Councilor Larochelle withdrew his Amendment. Amendment #2 Withdrawn. Main Motion as Amended # 1 Voted – Vote 0-7 defeated.

VOTE (2020-49D) Councilor Fellows, seconded by Councilor Ganong moved to authorize the purchase of a new PW Truck from Emerson Chevrolet in the amount of \$27,992.00 and to re-designate the trash trailer balance

of \$24,122.00 to this purchase, along with \$3,870 coming from the PW equipment line. **Order passed - Vote 4-3 passed. (Opposed: Albert, Kolbe, Ward)**

MDOT MODIFICATION #1 TO THE THREE-PARTY AGREEMENT

INTRODUCTION: Mrs. Barnes reported this modification amends a Three-Party Partnership Agreement that was executed by MDOT on 1/5/2017, with Androscoggin Transportation Resource Center (ATRC) and the Town of Lisbon for Route 125 Highway Improvements (Huston Street to the Urban Compact Line) W.I.N. #20290 and Route 125 Highway Improvements (State Route 196 to Huston Street) W.I.N. #14862 by extending the expiration date for W.I.N. #20290 from 12/30/2019 to 12/31/2027 and W.I.N. #14862 from 12/30/2019 to 12/31/2026. The current project estimate for W.I.N. #20290 is \$300,000 and \$5,630,000 for W.I.N. #14862.

VOTE (2020-50) Councilor Larochelle, seconded by Councilor Albert moved to authorize the Town Manager to sign the Three-Party Agreements with MDOT & ATRC. **Order passed - Vote 7-0.**

MDOT CONSTRUCTION OVERLIMIT PERMIT

INTRODUCTION: Mrs. Barnes reported the Maine Department of Transportation requires a municipality agreement to issue a permit, if necessary, for overweight equipment on Town streets pursuant to 29-A MRSA § 2382 for Ultra-Thin Bonded Wearing Course on Route 196: Project 2447700 begins 0.18 miles east of Birch Ridge Avenue in Topsham and extending northwesterly 5.48 miles to the intersection with Routh 125 (Main Street) in Lisbon. Project 2447900 beginning 9.7 miles west of Ridge Road in Lisbon and extending northwesterly 7.09 miles to 0.1 miles east of Drew Street in Lewiston. This is mandatory, but we do not expect town streets to be used. If they do need to use them, we can require a bond from the contractor with the permit to insure any damage is repaired.

VOTE (2020-51) Councilor Larochelle, seconded by Councilor Albert moved to agree that a construction overlimit permit will be issued to the contractor for the MDOT projects listed above allowing the contractor to haul non-divisible overlimit loads on municipal ways and authorize the Town Manager to establish permit conditions to protect the Town's interest. **Order passed - Vote 7-0.**

DISPATCH SERVICE AGREEMENT WITH LISBON EMERGENCY

INTRODUCTION: Mrs. Barnes said the current contract with Lisbon Emergency expires June 30, 2020. Minor amendments had been made to the contract, which have been approved by the Lisbon Emergency Board of Directors. Chief of Services, James MacDonnell reported this is the last year of the 3-year contract.

VOTE (2020-52) Councilor Albert, seconded by Councilor Lunt moved to authorize the Town Manager to sign and enter a 3-year renewal for dispatch services with Lisbon Emergency as presented. **Order passed - Vote 7-0.**

TAX ACQUIRED PROPERTY DISPOSAL

INTRODUCTION: The Town of Lisbon foreclosed on the following property on December 20, 2019 for non-payment of Real Estate Taxes. The 30-day redemption period has now expired after the taxpayers were notified by mail that they have 30 days to redeem their property by paying all outstanding taxes and fees owed before the Town takes steps to dispose of the tax acquired property. The properties below remain unpaid.

Name	Address	Total Owed as of 3/10/2020
Marcus Kuhn	24 Bowdoin Street	\$17,070.70
Stephen Mitchell	5 High Street	\$14,457.59

COUNCILOR COMMENTS: Councilor Albert asked if both properties were unoccupied. Mrs. Barnes indicated 5 High Street was currently occupied. Councilor Albert said he would like clarification on liability from the town's attorney. Mrs. Barnes mentioned the town's general liability covers it after 60 days. Councilor Ward asked that notification of the sale also include abutters within 300 feet. Mrs. Barnes said she could do that.

VOTE (2020-53) Councilor Larochelle, seconded by Councilor Fellows moved to authorize the Town Manager to advertise the Tax Acquired property for sale by sealed bid with the amount due as a minimum bid. **Order passed - Vote 7-0.**

COUNCIL SUMMER/HOLIDAY MEETING SCHEDULE

INTRODUCTION: The Council's summer and holiday schedule should be decided at this time for planning purposes. Our recommendation is to meet July 14 and August 11 and to resume the regular schedule in September. Since December 25 is on a Friday, Council could close December 24 allowing employees to use vacation or compensation time to cover those hours.

COUNCILOR COMMENTS: Mrs. Barnes pointed out that the Presidential Election would be held on a Council night, November 3 and recommended the Council choose another night.

VOTE (2020-54) Councilor Ganong, seconded by Councilor Fellows moved to meet once in July on July 14, once in August on August 11, once in November on November 10, and to close the Town Office on December 24 allowing employees to use vacation or compensation time to cover those hours. **Order passed - Vote 7-0.**

FEE SCHEDULE AMENDMENTS

INTRODUCTION: Our recommendation is to add the agent fees for registering Vehicles, Boats, ATVs, Snowmobiles, along with Inland Fisheries agent fees for licenses to the fee schedule. In addition, we recommend the Notary Fee increase from \$5 to \$8 for all documents as follows:

	Notary fee for non-municipal all documents (excludes weddings by town clerk)	5.00- 8.00
	<u>Motor Vehicles / IFW Agent Fees</u>	
	<u>Snowmobile & ATVs - New</u>	<u>\$ 2.00</u>
	<u>Snowmobile & ATVs - Re-Registration</u>	<u>\$1.00</u>
	<u>Boats - New</u>	<u>\$2.00</u>
	<u>Boats - Re-Registration</u>	<u>\$1.00</u>
	<u>Cars - New</u>	<u>\$6.00</u>
	<u>Cars - Re-Registration</u>	<u>\$5.00</u>
	<u>Duplicate Registrations - Cars</u>	<u>\$1.00</u>
	<u>Duplicate Registrations - Snowmobiles/Boats/ATV/Hunt & Fish Licenses</u>	<u>\$2.00</u>

VOTE (2020-55) Councilor Larochelle, seconded by Councilor Ganong moved to adopt amendments to the fee schedule as presented. **Order passed - Vote 7-0.**

Councilor Ganong asked for a 5-minute recess. Council unanimously agreed to recess at 9:15 PM. The Council came back into regular session at 9:20 PM.

Items taken out of order.

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said he had nothing new to report.
2. Planning: Councilor Fellows said he had nothing new to report.
3. LDC: Councilor Larochelle said there is a meeting tomorrow night.
4. Conservation Commission: Councilor Ward said this group is continuing their work on evasive species and Beaver Park.

5. Recreation: Councilor Albert said the Fishing Derby is set for May 16.
6. County Budget: Councilor Ward said he had nothing to report.
7. Library: Councilor Lunt said the Library is at full staff now.
8. Water Commission: Councilor Fellows reported on water main breaks and alarms. He indicated there was one at the corner of Main and Summer Street that is now all fixed.

B. TOWN MANAGER'S REPORT

Mrs. Barnes reported she would be able to get fuel bids now. Maine Power options will be releasing updated figures for fuel bids. She said now is a good time to do this. Lisbon's contract expires September 30th so the town can lock into cheaper pricing while we are at historic low prices that will go into effect on October 1.

Mrs. Barnes said the MDOT meeting went very well. She indicated the Main Street project is on target to go to bid in 2021 and the work to start in 2023. Lisbon may be all set depending upon what the bid prices come in for. She said she asked MDOT to put into their project replacement lights and to include the sidewalk by Franks and perhaps they will.

MAINE POWER OPTIONS (MEDIUM ELECTRICITY ACCOUNTS)

INTRODUCTION: Mrs. Barnes reported the Town Lisbon currently has a contract with Constellation New Energy, Inc. for our electric supply on our medium electrical accounts. Maine Power Options is offering terms for the Town to lock in rates at close of the current contract. The rates are as follow:

<u>Lisbon (ME), Town of</u>
OF-0000313878
8 Accounts
Annual Usage: 1,494,850
Fixed Pricing, Utility billed
Sept21 – Nov22: \$0.0562
Sept21 – Nov23: \$0.0572
Sept21 – Nov24: \$0.0586
Sept21 – Nov25: \$0.0603

Mrs. Barnes said the contract rate for these accounts is currently \$0.0602/kwh. We can lock in at \$0.0586 for a three-year period and reduce our expense by about \$2,391.00 less than the current rate. The current market conditions are a good reasons to look at pricing now. Please note that pricing is as of 3/5/2020 and could change by 3/10/2020.

COUNCILOR COMMENTS: Councilor Larochelle said now is also a good time to lock in the fuel prices and recommended adding this.

VOTE (2020-56) Councilor Larochelle, seconded by Councilor Lunt moved to authorize the Town Manager to enter into a 3-year contract beginning in September 2021 for electricity to Lisbon's medium usage accounts and to lock in fuel costs for this fall at her discretion through Maine Power Options. **Order passed - Vote 7-0.**

APPOINTMENTS - NONE

COUNCILOR COMMUNICATIONS

Councilor Ganong said the Lisbon Falls Christian Academy would be holding a Social Studies Fair based upon Maine's Bicentennial at 5:30 PM on Friday; that is at the Baptist Church on Lisbon Street.

Councilor Ward asked about the Spirit of America award. Mrs. Barnes said she had Mark Stevens working on that. Councilor Ward invited anyone with a nomination to come forward.

Councilor Ward mentioned the Moxie Committee met last night. The Theme for this year's festival on July 10-12 will be "Find Your Fire." He indicated 100 emails have already been sent out to parade participants and other parade committees.

Councilor Ward reported the Maine Bicentennial Parade is May 16. Mrs. Barnes said Lisbon submitted applications to enter the Moxie Fire Truck and new Public Works Truck. This parade route goes through Lewiston and Auburn.

AUDIENCE PARTICIPATION FOR NEW ITEMS - NONE

EXECUTIVE SESSION

VOTE (2020-57) Councilor Albert, seconded by Councilor Fellows moved to go into Executive Session per 1 MRSA Section 405 (6) (A) Personnel Matters. **Order passed – Vote 7-0.**

The Council came out of executive session at 10:30 PM and resumed the meeting.

ADJOURNMENT

VOTE (2020-58) Councilor Fellows, seconded by Councilor Albert moved to adjourn at 10:30 PM. **Order passed - Vote 7-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: March 17, 2020



MEMORANDUM

TO: Diane Barnes, Town Manager
FROM: Brett Richardson, Economic & Community Development Director (ECD)
SUBJECT: Public Hearing at April 7th Town Council for Town CDBG Application for Façade Grant program
DATE: March 12, 2020

In February 2020 the Maine Department of Economic and Community Development's Office of Community Development (OCD) invited the Town of Lisbon to submit a Community Development Block Grant (CDBG) application to fund a Business Façade Grant program.

Public input is an important component in the developing a strong grant proposal and a requirement of OCD to apply for CDBG funds.

ECD has previously promoted to the public the proposed Façade Grant Program via the Town's email distribution list, social media, and a call for projects that ran in the *Lewiston Sun Journal*.

In addition, OCD requires that the Town hold a public hearing and publish a public notice in advance of that public hearing in the local paper of record.

We respectfully request that Council hold a public hearing at the Lisbon Town Council meeting on April 7, 2020 to invite input from residents and the general public about the Town's proposed Business Façade Grant program.

With Council approval during the March 17th Council meeting for the Façade Grant program public hearing at the April 7th Council meeting, ECD will post the appropriate notice for that April 7th hearing in the *Sun Journal*.

Following the opportunity for public input and Council approval during the April 7th Council meeting, Town staff will submit the CDBG Façade Grant program application by the April 10th deadline.



FIRE CHIEF INSPECTION

For: Crystal Spring Healing Art

The fire chief or his/her agent shall inspect the location or proposed location to determine if all town ordinances and any other applicable regulations concerning fire and safety have been satisfied and shall report findings in writing to the town clerk.

YES ☒ NO State Fire Marshall inspection has been completed. *- Not required*

YES ☒ NO Hazardous Chemicals to be used for processing

— Sprinklers required and in compliance.

Report all findings here _____

for the purpose of Manufacturing Marijuana.

Dated: 3/11/2020

Approved: ☒ YES NO

Approved by: _____

Nate LeClair, Fire Chief

POLICE CHIEF INSPECTION

For: Crystal Spring Healing Alt., LLC 11 Upland Rd, Lisbon

The police chief or his/her agent shall investigate the application, including the criminal history record information authorized under subsection 10-605(5) and shall report findings in writing to the town clerk. The following application has been investigated, including criminal history and the following:

10-605 APPLICATION (investigated) ***

☒ YES ☐ NO (5) A release for each applicant and for each officer, owner, member, manager or partner of the applicant seeking a license allowing the Town of Lisbon to obtain criminal records and other background information related to the individual(s) were obtained and reports were reviewed.

10-610 STANDARDS FOR APPROVAL, DENIAL, REVOCATION ***

YES ☒ NO (4) Has applicant(s)/business had a license for a marijuana establishment revoked by a municipality or by the state. ***

YES ☒ NO (6) Has applicant(s) been convicted of a disqualifying drug offense.

YES ☒ NO (7) Has applicant(s) provided false or misleading information in connection with the license application.

10-611 OPERATING REQUIREMENTS ***

YES ☐ NO (4) Loitering. The facility owner/operator shall make adequate provisions to prevent patrons or other persons from loitering on the premises. It shall be the licensee's obligation to ensure that anyone found to be loitering or using marijuana or marijuana products in the parking lot or other outdoor areas of a licensed premises is ordered to leave. Has applicant(s)/business complied with this requirement.

Report all findings here No Felony drug convictions. The State has not
revoked any businesses licenses as of yet.

Dated: 03/11/2020

Circle One: ☒ Approve / ☐ Deny

Signature: Marc Hagan

Marc Hagan, Police Chief

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES

FROM: RANDY CYR

SUBJECT: CRUSHER AND FENCE

DATE: 3/13/2020

I am requesting the permission to rent a rock crusher for the Worumbo mill project, we have approximately 1500-2000yds of rock onsite which we could crush down for much needed gravel to be used on the site and other projects. The cost of the crusher unit is \$17,000.00 for 14 days, of rental which will give us plenty of time to crush what's on site. The crusher would save us on trucking, time, and material. Also I would like to put out for bid fence to go along the retaining wall where the old fence once stood. This would improve the safety of the town's people that will be soon using the property for various reasons.

Thank You

Randy Cyr



Town of Lisbon

300 Lisbon Street, Lisbon ME 04250

Code Enforcement Officer – Dennis J. Douglass

207-751-6778 - ddouglass@lisbonme.org

I would like to request the Town Council approve bid requests for Fencing at the Graziano Square project.

Town of Lisbon – Graziano Square Park

Scope of Work – See Design Plan Concept attached for estimating purposes

Fencing

- Install a commercial grade 6' tall aluminum fence surrounding the park area with gates at each entry (3). Fence specs are included with packet.
- Provide double wide access gate for park maintenance.
- Install solid slat 6' tall wood fence along border of parking lot and abutter.

Estimate: \$ _____

Donation: \$ _____

Total: \$ _____



Town of Lisbon

300 Lisbon Street, Lisbon ME 04250

Code Enforcement Officer – Dennis J. Douglass

207-751-6778 - ddouglass@lisbonme.org

I would like to request the Town Council to approve bid requests for Paving work at the Graziano Square Park project.

Town of Lisbon – Graziano Square Park

Scope of Work – See Design Plan Concept attached for estimating purposes

Paving

- Prep and Install asphalt base and finished top coat at parking lot area
- Pave entry apron into new concrete walkway at Village Street parking lot entrance and grade providing ADA accessibility as required.
- Grade asphalt into the Storm Drain connection in parking lot.

Estimate: \$ _____

Donation: \$ _____

Total: \$ _____



Town of Lisbon

300 Lisbon Street, Lisbon ME 04250

Code Enforcement Officer – Dennis J. Douglass

207-751-6778 - ddouglass@lisbonme.org

I would like to request the Town Council approve bid requests for Electrical work at the Graziano Square Park project.

Town of Lisbon – Graziano Square Park

Scope of Work – See Design Plan Concept attached for estimating purposes

Electrical

- Provide service pole, supply panel and disconnect with meter trim to corner of parking lot designated for vending. Circuits sized sufficiently to handle power for the entire park, including the Gazebo, landscape lighting, parking area and vending area.
- Install underground wiring in conduit to Gazebo and install weatherproof receptacles (2) at designated locations.
- Install weatherproof (2) receptacles to service vending area in parking lot.
- Install underground wiring to landscape lighting and Welcome to Lisbon-Graziano Square lighting.

Estimate: \$ _____

Donation: \$ _____

Total: \$ _____



Town of Lisbon Code Enforcement Office

300 Lisbon Street – Lisbon, ME 04250

Telephone (207) 353-3000 ext.111 Fax (207) 353-3007

Dennis J. Douglass – Code Enforcement Officer – ddouglass@lisbonme.org

March 12, 2020

RE: Building, Plumbing, Electrical, HVAC bid requests

Town Council,

I would like permission to solicit bids for Carpentry/Building related maintenance, Plumbing and HVAC maintenance, and Electrical maintenance work that is on-going for all municipal buildings.

The bids will require an “hourly rate” for services from licensed (where required) contractors in each trade.

This form of bid approval will help streamline smaller jobs and allow work to be done more efficiently. I would request bids be awarded on an annual basis.

Dennis J. Douglass
Code Enforcement Officer, BI, LPI, LHO
Town of Lisbon

Sec. 70-1. – Definitions.

Accessory Dwelling Unit means a residential living unit that is within or attached to a single family dwelling, or is located in a detached structure and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking, and sanitation on the same parcel of land as the principal dwelling unit it accompanies.

Sec 70-TBD. – Accessory Dwelling Unit.(1) Purpose.

The purpose of the Accessory Dwelling Unit standards are to:

- a. Increase the supply of affordable housing without the need for more infrastructure or further land development.
- b. Provide flexible housing options for residents and their families.
- c. Integrate affordable housing into the community with minimal negative impact.
- d. Provide elderly citizens with the opportunity to retain their homes and age in place.

(2) Conditional Use Permit Required

The Planning Board is authorized to grant a Conditional Use Permit to allow for Accessory Dwelling Units in accordance with the restrictions and requirements of this section.

- a. The Conditional Use permit shall run with the land, not the property owner.

(3) Criteria for Approval

All of the following criteria must be met in order for the Planning Board to approve an Accessory Dwelling Unit.

- a. A maximum of one (1) Accessory Dwelling Unit may be permitted on a property located in zoning districts that allow single-family dwellings.
- b. The Accessory Dwelling Unit shall have an independent means of ingress and egress.
- c. A minimum of two (2) off-street parking spaces shall be provided for the Accessory Dwelling Unit.
- d. The applicant must demonstrate adequate provisions for water supply and sewage disposal for the accessory and principal dwelling units. Water and wastewater systems for the principal dwelling unit and Accessory Dwelling Unit may be shared or separate.
- e. Either the principal dwelling unit or the Accessory Dwelling Unit must be owner occupied. The owner must demonstrate that one of the units is their principal place of residence. Both the primary dwelling unit and the Accessory Dwelling Unit must remain in common ownership.
- f. Accessory Dwelling Units shall maintain an aesthetic continuity with the principal dwelling unit as a single-family dwelling.
- g. An Accessory Dwelling Unit shall not exceed 800 square feet.
- h. The Accessory Dwelling Unit shall have no more than 2 bedrooms.

(4) An Accessory Dwelling Unit that complies with the requirements of this section shall not be considered an additional dwelling unit when calculating lot area per family under the space and bulk regulations of the Code.

(5) All necessary building and occupancy permits shall be obtained from the Code Enforcement Officer. Compliance with all building codes applicable to the construction of an Accessory Dwelling Unit is required.

Sec. 70-531. - Table of land uses.

<i>Residential Uses</i>	RP	LR	GR	RO-I	RO-II	RR	LRR	V	C	I	DD ⁸
Single-family Dwelling	C	P	P	P	P	P	P	P	NO	NO	P ¹⁰
<u>Accessory Dwelling Unit</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>NO</u>	<u>NO</u>	<u>C</u>

FY 2021 PROPOSED BUDGET PRESENTATION
Tuesday, March 17, 2020
7:00 P.M.

TO: Town Council
FROM: Diane Barnes, Town Manager
DATE: March 17, 2020

RE: First draft of fiscal 2021 Proposed Municipal Operational Budget

Presented tonight is the first draft of the FY 2021 Municipal and Waste Water expenditure budgets for your review and consideration. We propose a budget for municipal services with the goal to fund our operational needs and begin a capital improvement reserve for future expenditures. This budget maintains the level of service currently provided to the citizens of Lisbon. I want to thank the Department Heads and Staff for their assistance in preparing the proposal before you.

The FY 2021 estimated revenues are not part of the budget document but will be presented at a later date. (The FY 20 expenditures listed are as of 3/6/2020.)

2019-2020 was an extremely demanding and busy year. The Town Council and Department Heads worked diligently together ensuring the smooth operation of municipal government and assisting me with valuable advice and guidance. These efforts in turn enabled us to see that services were provided to the best of our ability at the most reasonable cost to the taxpayers. With so many uncertainties in the future direction of the economy at the state and national level, we will continue to find ways to be more resourceful in delivering quality services to our community. Although our municipal services are used to their maximum, non-controllable costs, some goods and services continue to escalate, causing our budget requests to react in-kind. Increases are proposed only if absolutely necessary to keep pace with those non-controllable cost items that are critical to our service delivery. This budget also includes additional personnel critical to the needs of some departments.

The economy has a major impact on revenue available to fund municipal services. Considering the growing economy of the area, Lisbon has been fortunate to benefit from a steady increase in motor vehicle excise taxes; a trend that I see continuing through FY 2021. Excise tax is our major revenue source after property tax revenue. The revenues for FY 2021 are expected to increase slightly due to a forecasted increase in State Municipal Revenue Sharing. It is too soon to tell if there will be a continuing growth in excise taxes past 2021. By our June budget meetings, I will have better estimates of our final revenues and expenditures for this fiscal year, as well as, a more refined estimate of next year's revenue.

The Budget-Initial Request

The Municipal Budget Initial FY 2021 department requests total \$9,447,521.00 for an increase of \$200,297.00, or 2.17%, over the current FY budget of approximately \$9,247,224.00. Of this increase, 42.8% is comprised of wages and benefits. These budgetary numbers exclude the County Tax, the local contribution to the School Department, and TIF and Overlay amounts, totals which will be verified later in the budget process.

The Town's FY 2021 share of the County budget will increase \$45,913.00 over the current budget.

Wages and benefits total \$5,336,897.00, comprising 56.5% of the budget. This represents a wage and benefit increase of \$85,726.00, or 1.63%. This represents a total wage increase of \$90,446.00 and total benefit decrease of \$4,720.00. Proposed personnel changes make up \$37,582.00. The remaining wage increase of \$52,864.00 includes a cost of living adjustment. A 9% cost increase in the health insurance premiums has been factored into the assumptions beginning January 1, 2021.

Included in this year's budget are capital requests for operational needs and planning for the future by funding capital improvement reserve accounts. This will enable Council to see what the budget would entail if we raised through taxation the needs of all the departments.

The Budget-Manager Request

The Municipal Budget FY 2021 Town Manager requests total \$9,429,121.00 for an increase of \$181,897.00 or 1.97% over the current budget. These amounts again exclude the County Tax, the local contribution to the School Department, TIF and Overlay amounts.

Wages and benefits total \$5,336,897.00, comprising 56.6% of the budget.

Personnel Changes:

Two personnel changes are requested in this year's budget. The Recreation Department has requested a restructuring to allow for the creation of an Assistant Recreation Director position. The Clerk's Office has requested that the part-time Assistant Clerk be made a full-time position. Explanations of the needs for both departments are included in the department explanations and the costs of the proposed position changes are included in the wage and benefit spreadsheet.

Some of the significant Manager's request for non-salary and wage increases include the following:

Worker's Compensation	\$18,958.00
Buildings Expense	\$50,000.00
LES Stipend	\$50,073.00
Hydrant Rental	\$74,000.00

There are a few unknown cost drivers we are working on to bring to resolution. We have estimated a 5% increase to the Town general insurance accounts as a placeholder. I will make the necessary adjustments to those line items once I hear back from the underwriter.

Lisbon's unassigned fund balance is estimated to be lower than the previous year that is due to a portion being designated for capital projects and higher Municipal, County, and School budgets. It is essential that the Town maintain adequate levels of unassigned fund balance to mitigate financial risks that can occur from unforeseen revenue fluctuations and unanticipated expenditures. The fund balance also provides cash flow for the Town's general operations which will reduce the Town's need for a Tax Anticipation Note and the interest and borrowing costs associated with the note. The Council strives to maintain an appropriate level of unassigned fund balance. However, if the Council chooses to use a portion of the unassigned, I would recommend its use for non-recurring capital costs.

The differences between the Initial requests and Manager's requests are the following: These items may be funded through the current budget or undesignated fund balance.

Town Clerk Budget	\$10,000 –Professional Services (Clerk Book Restoration)
Police Department	\$ 8,400- Equipment

12021500	50108	Elected Officials
12021500	50202	Workers Comp Insurance
12021500	50230	FICA Employer Costs
12021500	50301	Office Supplies
12021500	50306	Postage
12021500	50307	Advertising
12021500	50401	Professional Development
12021500		Total 12021500 Appeals Board
12021600	50104	Non Supervisory
12021600	50108	Elected Officials
12021600	50202	Workers Comp Insurance
12021600	50230	FICA Employer Costs
12021600	50301	Office Supplies
12021600	50306	Postage
12021600	50307	Advertising
12021600	50401	Professional Development
12021600	50451	Contracted Professional Serv
12021600	50455	Professional Services
12021600		Total 12021600 Planning Board
12022000	50450	Legal expense
12022000		Total 12022000 Legal
12022500	50102	Department Head
12022500	50104	Non Supervisory
12022500	50130	Temporary/seasonal
12022500	50201	Unemployment Costs
12022500	50202	Workers Comp Insurance
12022500	50210	MEPERS - Employer Share
12022500	50220	Health Insurance
12022500	50230	FICA Employer Costs
12022500	50301	Office Supplies
12022500	50306	Postage
12022500	50307	Advertising
12022500	50308	Printing
12022500	50352	Cell Phone/Allowances
12022500	50401	Professional Development

751.00	751.00			
5.00	5.00			
73.00	73.00			
50.00	50.00			
50.00	50.00			
375.00	375.00			
200.00	200.00			
1,704.00	1,704.00			
		1.00		0.06%

1,000.00	1,000.00			
5,000.00	5,000.00			
30.00	30.00			
459.00	459.00			
400.00	400.00			
150.00	150.00			
750.00	750.00			
600.00	600.00			
21,250.00	21,250.00			
-	-			
29,639.00	29,639.00			
		6.00		0.02%

50,000.00	50,000.00			
50,000.00	50,000.00			
		-		0.00%

63,839.00	63,839.00			
36,553.00	36,553.00			
12,620.00	12,620.00			
-	-			
583.00	583.00			
9,810.00	9,810.00			
29,872.00	29,872.00			
8,646.00	8,646.00			
3,000.00	3,000.00			
1,400.00	1,400.00			
800.00	800.00			
4,200.00	4,200.00			
420.00	420.00			
1,300.00	1,300.00			
		6,431.00		10.07%
		11,290.00		30.89%
		6,220.00		49.29%
		(536.00)		0.00%
		235.00		40.31%
		4,069.00		41.48%
		12,562.00		42.05%
		1,832.00		21.19%
		1,000.00		33.33%
		500.00		35.71%
		300.00		37.50%
		-		0.00%
		-		0.00%
		(180.00)		-13.85%

12022500	50402	Dues and Memberships	700.00	700.00	100.00	14.29%
12022500	50412	Meals and Lodging	900.00	900.00	-	0.00%
12022500	50413	Mileage/ travel reimbursement	900.00	900.00	(400.00)	-44.44%
12022500	50451	Contracted Professional Servic	600.00	600.00	-	0.00%
12022500	50455	Profesional Services	12,650.00	22,650.00	(350.00)	-2.77%
12022500	50536	R&M: Equipment	3,400.00	3,400.00	-	0.00%
		Total 12022500 Clerk	192,193.00	202,193.00	43,073.00	22.41%
12023000	50102	Department Head	73,017.00	73,017.00	(7,927.00)	-10.86%
12023000	50104	Non Supervisory	68,340.00	68,340.00	1,670.00	2.44%
12023000	50201	Unemployment Costs	-	-	(515.00)	0.00%
12023000	50202	Workers Comp Insurance	722.00	722.00	145.00	20.08%
12023000	50210	MEPERS - Employer Share	14,280.00	14,280.00	(482.00)	-3.38%
12023000	50220	Health Insurance	40,848.00	40,848.00	(4,165.00)	-10.20%
12023000	50230	FICA Employer Costs	10,815.00	10,815.00	(478.00)	-4.42%
12023000	50301	Office Supplies	3,500.00	3,500.00	(500.00)	-14.29%
12023000	50306	Postage	1,750.00	1,750.00	-	0.00%
12023000	50352	Cell Phone/Allowances	420.00	420.00	-	0.00%
12023000	50401	Professional Development	2,000.00	2,000.00	-	0.00%
12023000	50402	Dues and Memberships	600.00	600.00	-	0.00%
12023000	50413	Mileage/ travel reimbursement	1,200.00	1,200.00	-	0.00%
12023000	50451	Contracted Professional Servic	1,500.00	1,500.00	-	0.00%
		Total 12023000 Finance	218,992.00	218,992.00	(12,252.00)	-5.59%
12023500	50104	Non Supervisory	132,396.00	132,396.00	4,056.00	3.06%
12023500	50130	Temporary/seasonal	-	-	-	0.00%
12023500	50140	Overtime	2,500.00	2,500.00	-	0.00%
12023500	50201	Unemployment Costs	-	-	(687.00)	0.00%
12023500	50202	Workers Comp Insurance	690.00	690.00	180.00	26.09%
12023500	50210	MEPERS - Employer Share	13,626.00	13,626.00	542.00	3.98%
12023500	50220	Health Insurance	17,500.00	17,500.00	(4,890.00)	-27.94%
12023500	50230	FICA Employer Costs	10,320.00	10,320.00	310.00	3.00%
12023500	50301	Office Supplies	3,500.00	3,500.00	(1,000.00)	-28.57%
12023500	50306	Postage	7,500.00	7,500.00	-	0.00%
12023500	50401	Professional Development	1,500.00	1,500.00	100.00	6.67%
12023500	50402	Dues and Memberships	100.00	100.00	100.00	100.00%
12023500	50412	Meals and Lodging	200.00	200.00	(50.00)	-25.00%
12023500	50413	Mileage/ travel reimbursement	700.00	700.00	100.00	14.29%

Total 12023500 Tax Collection

12024000	50102	Department Head	190,532.00	190,532.00	(1,239.00)	-0.65%
12024000	50104	Non-supervisory wages	61,850.00	61,850.00	1,510.00	2.44%
12024000	50201	Unemployment Costs	17,590.00	17,590.00	1,756.00	9.98%
12024000	50202	Workers Comp Insurance	-	-	(344.00)	0.00%
12024000	50210	MEPERS - Employer Share	2,920.00	2,920.00	1,106.00	37.88%
12024000	50220	Health Insurance	8,023.00	8,023.00	405.00	5.05%
12024000	50230	FICA Employer Costs	14,426.00	14,426.00	2,295.00	15.91%
12024000	50301	Office Supplies	6,077.00	6,077.00	249.00	4.10%
12024000	50306	Postage	700.00	700.00	200.00	28.57%
12024000	50308	Printing	500.00	500.00	-	0.00%
12024000	50401	Professional Development	300.00	300.00	-	0.00%
12024000	50402	Dues and Memberships	600.00	600.00	-	0.00%
12024000	50413	Mileage/ travel reimbursement	200.00	200.00	-	0.00%
12024000	50451	Contracted Professional Serv	900.00	900.00	-	0.00%
12024000	50470	Registry Services	2,000.00	2,000.00	-	0.00%
12024000	50536	R&M: Equipment	900.00	900.00	100.00	11.11%
12024000	50624	Mapping & Microfilming	-	-	(200.00)	0.00%
Total 12024000 Assessor			1,000.00	1,000.00	-	0.00%
			117,986.00	117,986.00	7,077.00	6.00%

Total 12024500 Code Enforcement

12024500	50102	Department Head	78,293.00	78,293.00	1,909.00	2.44%
12024500	50201	Unemployment Costs	-	-	(172.00)	0.00%
12024500	50202	Workers Comp Insurance	3,581.00	3,581.00	1,363.00	38.06%
12024500	50210	MEPERS - Employer Share	7,908.00	7,908.00	268.00	3.39%
12024500	50220	Health Insurance	18,520.00	18,520.00	1,210.00	6.53%
12024500	50230	FICA Employer Costs	5,990.00	5,990.00	146.00	2.44%
12024500	50301	Office Supplies	500.00	500.00	-	0.00%
12024500	50306	Postage	100.00	100.00	-	0.00%
12024500	50307	Advertising	-	-	-	0.00%
12024500	50352	Cell Phone/Allowances	420.00	420.00	-	0.00%
12024500	50375	Gas	800.00	800.00	(50.00)	-6.25%
12024500	50401	Professional Development	500.00	500.00	-	0.00%
12024500	50402	Dues and Memberships	250.00	250.00	-	0.00%
12024500	50501	Vehicle Repairs	500.00	500.00	-	0.00%
12024500	50624	Mapping & Microfilming	1,000.00	1,000.00	-	0.00%
Total 12024500 Code Enforcement			118,362.00	118,362.00	4,674.00	3.95%

12025500	50221	HRA Costs	40,000.00	40,000.00	(2,125.00)	-5.31%
12025500	50601	General Liability	15,483.00	15,483.00	738.00	4.77%
12025500	50602	Vehicle Insurance	25,237.00	25,237.00	1,202.00	4.76%
12025500	50603	Police Liability	7,961.00	7,961.00	379.00	4.76%
12025500	50604	Property Insurance	25,339.00	25,339.00	1,207.00	4.76%
1202550	50605	Fire Fighter Insurance	-	-	-	0.00%
12025500	50606	Crime Insurance	338.00	338.00	16.00	4.73%
12025500	50607	Public Officials	2,730.00	2,730.00	130.00	4.76%
12025500	50608	Employment Liability	6,545.00	6,545.00	312.00	4.77%
12025500	50609	Public Officials Bond Insuranc	1,659.00	1,659.00	79.00	4.76%
12025500	50610	Critical Incident Ins.	1,400.00	1,400.00	-	0.00%
		Total 12025500 Liability Insurance	126,692.00	126,692.00	1,938.00	1.53%
12026500	50360	Minor equipment	20,000.00	20,000.00	-	0.00%
12026500	50454	Internet and website hosting	6,450.00	6,450.00	-	0.00%
12026500	50530	Software and Services	179,000.00	179,000.00	-	0.00%
12026500	50536	R&M: Equipment	20,000.00	20,000.00	-	0.00%
		Total 12026500 Technology	225,450.00	225,450.00	-	0.00%
12051500	50104	Non-supervisory wages	17,439.00	17,439.00	425.00	2.44%
12051500	50201	Unemployment Costs	-	-	(172.00)	0.00%
12051500	50202	Workers compensation insurance	1,112.00	1,112.00	(702.00)	-63.13%
12051500	50210	Maine State retirement	521.00	521.00	17.00	3.26%
12051500	50230	FICA taxes	1,335.00	1,335.00	33.00	2.47%
12051500	50302	Operating supplies	6,000.00	6,000.00	-	0.00%
12051500	50451	Contracted Professional Servic	-	-	-	0.00%
12051500	50510	Electricity	48,000.00	48,000.00	-	0.00%
12051500	50511	Water usage fees	2,100.00	2,100.00	100.00	4.76%
12051500	50512	Telephone	8,664.00	8,664.00	(1,446.00)	-16.69%
12051500	50513	Sewer Expense	742.00	742.00	42.00	5.66%
12051500	50514	Heating Fuel	13,000.00	13,000.00	-	0.00%
12051500	50515	Natural Gas	29,000.00	29,000.00	-	0.00%
12051500	50520	Building Expense	70,000.00	70,000.00	50,000.00	71.43%
12051500	50536	R&M: Equipment	30,000.00	30,000.00	-	0.00%
12051500	50549	R & M Buildings	17,000.00	17,000.00	-	0.00%
		Total 12051500 Town Buildings	244,913.00	244,913.00	48,297.00	19.72%
12090100	50901	Tax abatements	10,000.00	10,000.00	-	0.00%

Total 12090100 Abatements

		10,000.00	10,000.00	-	0.00%
13030500	50102				
13030500	50202	5,480.00	5,480.00	133.00	2.43%
13030500	50210	250.00	250.00	94.00	37.60%
13030500	50230	554.00	554.00	19.00	3.43%
13030500	50301	420.00	420.00	11.00	2.62%
		50.00	50.00	(100.00)	-200.00%
		6,754.00	6,754.00	157.00	2.32%

Total 13030500 Health Officer

13031000	50102	10,980.00	10,980.00	328.00	2.99%
13031000	50201	-	-	(153.00)	0.00%
13031000	50202	56.00	56.00	14.00	25.00%
13031000	50230	840.00	840.00	25.00	2.98%
13031000	50301	50.00	50.00	-	0.00%
13031000	50306	100.00	100.00	-	0.00%
13031000	50352	365.00	365.00	-	0.00%
13031000	50401	500.00	500.00	-	0.00%
13031000	50440	25,000.00	25,000.00	-	0.00%
		37,891.00	37,891.00	214.00	0.56%

Total 13031000 General Assistance

14040500	50102	80,392.00	80,392.00	1,960.00	2.44%
14040500	50104	703,776.00	703,776.00	(13,908.00)	-1.98%
14040500	50107	40,120.00	40,120.00	978.00	2.44%
14040500	50116	16,000.00	16,000.00	16,000.00	100.00%
14040500	50117	7,000.00	7,000.00	-	0.00%
14040500	50130	21,000.00	21,000.00	(1,000.00)	-4.76%
14040500	50140	30,600.00	30,600.00	600.00	1.96%
14040500	50143	6,500.00	6,500.00	(1,500.00)	-23.08%
14040500	50145	111,962.00	111,962.00	5,685.00	5.08%
14040500	50201	-	-	(2,918.00)	0.00%
14040500	50202	49,377.00	49,377.00	(9,163.00)	-18.56%
14040500	50210	104,756.00	104,756.00	5,323.00	5.08%
14040500	50220	280,432.00	280,432.00	30,429.00	10.85%
14040500	50230	77,828.00	77,828.00	675.00	0.87%
14040500	50260	600.00	600.00	(100.00)	-16.67%
14040500	50301	3,000.00	3,000.00	(250.00)	-8.33%
14040500	50302	17,000.00	17,000.00	-	0.00%
14040500	50306	450.00	450.00	(200.00)	-44.44%

14040500	50307	Advertising
14040500	50308	Printing
14040500	50349	Recruitment Testing
14040500	50351	Clothing/Boot Allowance
14040500	50352	Cell Phone/Allowances
14040500	50353	Physicals
14040500	50375	Gas
14040500	50378	Tires Expense
14040500	50401	Professional Development
14040500	50413	Mileage/ travel reimbursement
14040500	50415	Education Program
14040500	50501	Vehicle Repairs
14040500	50512	Telephone
14040500	50532	R&M Office Equipment
14040500	50536	R&M: Equipment
14040500	50544	R&M: Radios
14040500	50710	Equipment
14040500	50720	Equipment – vehicles
		Total 14040500 Police
14041500	50102	Department Head
14041500	50104	Non Supervisory
14041500	50201	Unemployment Costs
14041500	50202	Workers Comp Insurance
14041500	50210	MEPERS - Employer Share
14041500	50220	Health Insurance
14041500	50230	FICA Employer Costs
14041500	50301	Office Supplies
14041500	50302	Operating supplies
14041500	50306	Postage
14041500	50351	Clothing/Boot Allowance
14041500	50352	Cell Phone/Allowances
14041500	50353	Physicals
14041500	50370	Parts - Supplies
14041500	50375	Gas
14041500	50377	Diesel
14041500	50378	Tires Expense
14041500	50401	Professional Development

400.00	400.00		
2,500.00	2,500.00		
1,750.00	1,750.00		
17,900.00	17,900.00		
5,854.00	5,854.00		
1,000.00	1,000.00		
34,166.00	34,166.00		
4,200.00	4,200.00		
15,886.00	15,886.00		
600.00	600.00		
2,608.00	2,608.00		
9,000.00	9,000.00		
9,228.00	9,228.00		
2,000.00	2,000.00		
6,500.00	6,500.00		
-	-		
3,750.00	12,150.00		
62,000.00	62,000.00		
1,730,135.00	1,738,535.00		
(100.00)			-25.00%
(700.00)			-28.00%
(750.00)			-42.86%
(500.00)			-2.79%
604.00			10.32%
700.00			70.00%
286.00			0.84%
-			0.00%
311.00			1.96%
-			0.00%
(2,042.00)			-78.30%
1,000.00			11.11%
(802.00)			-8.69%
-			0.00%
-			0.00%
-			0.00%
50.00			1.33%
-			0.00%
30,668.00			1.77%

72,840.00	72,840.00		
150,000.00	150,000.00		
-	-		
25,366.00	25,366.00		
7,357.00	7,357.00		
25,462.00	25,462.00		
17,048.00	17,048.00		
500.00	500.00		
10,000.00	10,000.00		
75.00	75.00		
3,500.00	3,500.00		
420.00	420.00		
5,000.00	5,000.00		
7,500.00	7,500.00		
1,900.00	1,900.00		
4,600.00	4,600.00		
4,200.00	4,200.00		
7,500.00	7,500.00		
1,777.00			2.44%
-			0.00%
(172.00)			0.00%
4,766.00			18.79%
250.00			3.40%
1,666.00			6.54%
136.00			0.80%
-			0.00%
-			0.00%
-			0.00%
-			0.00%
-			0.00%
-			0.00%
(200.00)			-10.53%
500.00			10.87%
2,000.00			47.62%
-			0.00%

14041500	50413	Mileage/ travel reimbursement	175.00	175.00	(125.00)	-71.43%
14041500	50490	Capital Projects Reserve	75,000.00	75,000.00	-	0.00%
14041500	50511	Water Usage	525.00	525.00	25.00	4.76%
14041500	50512	Telephone	2,508.00	2,508.00	(392.00)	-15.63%
14041500	50513	Sewer Expense	318.00	318.00	18.00	5.66%
14041500	50536	R&M: Equipment	30,000.00	30,000.00	-	0.00%
14041500	50544	R & M: Radios	5,800.00	5,800.00	(2,000.00)	-34.48%
14041500	50560	Fire Fighting Foam	3,000.00	3,000.00	-	0.00%
14041500	50561	EMS Supplies	1,500.00	1,500.00	-	0.00%
14041500	50562	Personal Protective Equipment	23,050.00	23,050.00	450.00	1.95%
14041500	50563	Hose Replacement	8,000.00	8,000.00	1,000.00	12.50%
14041500	50710	Equipment	15,268.00	15,268.00	(2,368.00)	-15.51%
		Total 14041500 Fire Department	508,412.00	508,412.00	7,331.00	1.44%
14043000	50100	LEMS Stipend	199,246.00	199,246.00	50,073.00	25.13%
14043000	50104	Non Supervisory	1,608.00	1,608.00	38.00	2.36%
14043000	50201	Unemployment Costs	-	-	(23.00)	0.00%
14043000	50202	Workers Comp Insurance	74.00	74.00	68.00	91.89%
14043000	50230	FICA Employer Costs	123.00	123.00	3.00	2.44%
14043000	50402	Dues and Memberships	35.00	35.00	-	0.00%
		Total 14043000 Emergency Management	201,086.00	201,086.00	50,159.00	24.94%
14045000	50104	Non Supervisory	45,520.00	45,520.00	1,110.00	2.44%
14045000	50140	Overtime	2,400.00	2,400.00	-	0.00%
14045000	50201	Unemployment Costs	-	-	(278.00)	0.00%
14045000	50202	Workers Comp Insurance	1,300.00	1,300.00	415.00	31.92%
14045000	50210	MEPERS - Employer Share	4,326.00	4,326.00	142.00	3.28%
14045000	50220	Health Insurance	25,462.00	25,462.00	2,453.00	9.63%
14045000	50230	FICA Employer Costs	3,666.00	3,666.00	84.00	2.29%
14045000	50302	Operating supplies	250.00	250.00	-	0.00%
14045000	50351	Clothing/Boot Allowance	600.00	600.00	-	0.00%
14045000	50352	Cell Phone/Allowances	666.00	666.00	(254.00)	-38.14%
14045000	50375	Gas	3,375.00	3,375.00	(875.00)	-25.93%
14045000	50378	Tires Expense	700.00	700.00	400.00	57.14%
14045000	50401	Professional Development	500.00	500.00	-	0.00%
14045000	50451	Contracted Professional Servic	-	-	-	0.00%
14045000	50453	Animal Shelter Services	13,064.00	13,064.00	1,352.00	10.35%
14045000	50501	Vehicle Repairs	-	-	-	0.00%

14045000 50536 R&M: Equipment
14045000 50710 Equipment
Total 14045000 Animal Control

700.00	700.00	-	0.00%
400.00	400.00	-	0.00%
102,929.00	102,929.00	4,549.00	4.42%

14046000 50104 Non Supervisory
14046000 50130 Temporary/seasonal
14046000 50116 Union Negotiations
14046000 50140 Overtime wages
14046000 50145 Replacement Wages
14046000 50201 Unemployment Costs
14046000 50202 Workers Comp Insurance
14046000 50210 MEPRS - Employer Share
14046000 50220 Health Insurance
14046000 50230 FICA Employer Costs
14046000 50301 Office Supplies
14046000 50307 Advertising
14046000 50349 Recruitment Testing
14046000 50351 Clothing/Boot Allowance
14046000 50401 Professional Development
14046000 50413 Mileage/ travel reimbursement
14046000 50512 Telephone
14046000 50536 R&M: Equipment
Total 14046000 Lisbon Communication

186,240.00	186,240.00	6,624.00	3.56%
21,000.00	21,000.00	150.00	0.71%
6,000.00	6,000.00	6,000.00	100.00%
2,250.00	2,250.00	(2,000.00)	-88.89%
36,000.00	36,000.00	(1,493.00)	-4.15%
-	-	(1,240.00)	0.00%
1,062.00	1,062.00	(247.00)	-23.26%
22,192.00	22,192.00	1,106.00	4.98%
48,405.00	48,405.00	(8,676.00)	-17.92%
19,240.00	19,240.00	711.00	3.70%
880.00	880.00	-	0.00%
120.00	120.00	-	0.00%
600.00	600.00	100.00	16.67%
1,750.00	1,750.00	-	0.00%
1,610.00	1,610.00	70.00	4.35%
100.00	100.00	-	0.00%
1,632.00	1,632.00	(168.00)	-10.29%
1,125.00	1,125.00	-	0.00%
350,206.00	350,206.00	937.00	0.27%

15050500 50102 Department Head
15050500 50104 Non Supervisory
15050500 50107 Administrative
15050500 50116 Union Negotiations
15050500 50140 Overtime wages
15050500 50201 Unemployment Costs
15050500 50202 Workers Comp Insurance
15050500 50210 MEPRS - Employer Share
15050500 50220 Health Insurance
15050500 50230 FICA Employer Costs
15050500 50240 Medical testing
15050500 50301 Office Supplies
15050500 50302 Operating supplies
15050500 50303 Other Supplies

80,630.00	80,630.00	1,967.00	2.44%
392,403.00	392,403.00	879.00	0.22%
19,468.00	19,468.00	720.00	3.70%
8,500.00	8,500.00	8,500.00	100.00%
41,000.00	41,000.00	1,000.00	2.44%
-	-	(2,060.00)	0.00%
49,085.00	49,085.00	11,656.00	23.75%
47,676.00	47,676.00	2,559.00	5.37%
138,540.00	138,540.00	(32,380.00)	-23.37%
41,464.00	41,464.00	1,021.00	2.46%
500.00	500.00	500.00	100.00%
1,500.00	1,500.00	-	0.00%
8,500.00	8,500.00	150.00	1.76%
-	-	-	0.00%

15050500	50306	Postage	150.00	150.00	-	0.00%
15050500	50307	Advertising	1,000.00	1,000.00	-	0.00%
15050500	50330	Drug Testing	1,500.00	1,500.00	300.00	20.00%
15050500	50351	Clothing/Boot Allowance	10,500.00	10,500.00	500.00	4.76%
15050500	50352	Cell Phone/Allowances	1,600.00	1,600.00	-	0.00%
15050500	50360	Minor equipment	3,000.00	3,000.00	-	0.00%
15050500	50363	Culverts	15,000.00	15,000.00	-	0.00%
15050500	50366	Asphalt-Hot Top	15,000.00	15,000.00	-	0.00%
15050500	50367	Excavation Expense	5,000.00	5,000.00	-	0.00%
15050500	50370	Parts - Supplies	45,000.00	45,000.00	5,000.00	11.11%
15050500	50371	Sand & Gravel	10,000.00	10,000.00	1,000.00	10.00%
15050500	50375	Gas	8,000.00	8,000.00	500.00	6.25%
15050500	50376	Oils and lubricants	4,500.00	4,500.00	-	0.00%
15050500	50377	Diesel	22,000.00	22,000.00	-	0.00%
15050500	50378	Tires Expense	5,000.00	5,000.00	-	0.00%
15050500	50401	Professional Development	4,000.00	4,000.00	-	0.00%
15050500	50413	Mileage/ travel reimbursement	2,500.00	2,500.00	2,000.00	80.00%
15050500	50430	Filing fees/licenses/permits	1,200.00	1,200.00	-	0.00%
15050500	50455	Professional Services	26,400.00	26,400.00	-	0.00%
15050500	50511	Water Usage	400.00	400.00	25.00	6.25%
15050500	50512	Telephone	4,020.00	4,020.00	(620.00)	-15.42%
15050500	50513	Sewer Expense	594.00	594.00	34.00	5.72%
15050500	50535	Rental of Equipment	25,000.00	25,000.00	-	0.00%
15050500	50536	R&M: Equipment	8,000.00	8,000.00	-	0.00%
15050500	50537	Equipment Painting	4,500.00	4,500.00	1,500.00	33.33%
15050500	50538	Loam & Seed	1,500.00	1,500.00	-	0.00%
15050500	50539	R&M: Catch Basins & Manhole Cv	5,000.00	5,000.00	-	0.00%
15050500	50541	Ground repair and maintenance	6,000.00	6,000.00	-	0.00%
15050500	50544	R & M: Radios	1,000.00	1,000.00	-	0.00%
15050500	50545	R & M: TREE REMOVE/REPLA	4,500.00	4,500.00	(1,500.00)	-33.33%
15050500	50547	R & M: SIGNS	3,000.00	3,000.00	-	0.00%
15050500	50548	R & M: STREETS	25,000.00	25,000.00	5,000.00	20.00%
15050500	50720	Equipment – vehicles	55,000.00	55,000.00	35,000.00	63.64%
15050500	50770	Infrastructure- Paving	475,000.00	475,000.00	-	0.00%
Total 15050500 Department of Public			1,629,130.00	1,629,130.00	43,251.00	2.65%
15051000	50140	Overtime	66,625.00	66,625.00	1,625.00	2.44%
15051000	50201	Unemployment Costs	-	-	(172.00)	0.00%

15051000 50202 Workers Comp Insurance
15051000 50210 MEPRS - Employer Share
15051000 50230 FICA Employer Costs
15051000 50303 Other Supplies
15051000 50370 Parts - Supplies
15051000 50451 Contracted Professional Serv
Total 15051000 Winter Operations

2,603.00	2,603.00	(3,113.00)	-119.59%
6,730.00	6,730.00	230.00	3.42%
5,097.00	5,097.00	125.00	2.45%
150,000.00	150,000.00	-	0.00%
20,000.00	20,000.00	5,000.00	25.00%
53,000.00	53,000.00	-	0.00%
304,055.00	304,055.00	3,695.00	1.22%

15052000 50104 Non Supervisory
15052000 50116 Union Negotiations
15052000 50201 Unemployment Costs
15052000 50202 Workers Comp Insurance
15052000 50210 MEPRS - Employer Share
15052000 50220 Health Insurance
15052000 50230 FICA Employer Costs
15052000 50240 Medical testing
15052000 50301 Office Supplies
15052000 50302 Operating supplies
15052000 50306 Postage
15052000 50307 Advertising
15052000 50308 Printing
15052000 50330 Drug Testing
15052000 50351 Clothing/Boot Allowance
15052000 50352 Cell Phone allowance
15052000 50368 Hauling
15052000 50369 Land Fill
15052000 50370 Parts - Supplies
15052000 50377 Diesel
15052000 50378 Tires Expense
15052000 50401 Professional Development
15052000 50413 Mileage/ travel reimbursement
15052000 50430 Filing fees/licenses/permits
15052000 50511 Water usage fees
15052000 50512 Telephone
15052000 50513 Sewer Expense
15052000 50536 R&M: Equipment
15052000 50556 Trash Removal
15052000 53100 Capital Improvements

144,397.00	144,397.00	(5,693.00)	-3.94%
2,000.00	2,000.00	2,000.00	100.00%
-	-	(858.00)	0.00%
10,302.00	10,302.00	2,502.00	24.29%
12,103.00	12,103.00	213.00	1.76%
50,244.00	50,244.00	(17,556.00)	-34.94%
11,200.00	11,200.00	(282.00)	-2.52%
500.00	500.00	500.00	100.00%
500.00	500.00	-	0.00%
6,000.00	6,000.00	-	0.00%
80.00	80.00	-	0.00%
100.00	100.00	-	0.00%
1,500.00	1,500.00	300.00	20.00%
350.00	350.00	-	0.00%
3,500.00	3,500.00	1,000.00	28.57%
420.00	420.00	-	0.00%
-	-	(10,800.00)	0.00%
4,000.00	4,000.00	-	0.00%
10,000.00	10,000.00	2,000.00	20.00%
6,000.00	6,000.00	-	0.00%
4,500.00	4,500.00	-	0.00%
250.00	250.00	-	0.00%
250.00	250.00	-	0.00%
700.00	700.00	-	0.00%
2,100.00	2,100.00	(400.00)	-19.05%
1,512.00	1,512.00	(88.00)	-5.82%
530.00	530.00	30.00	5.66%
5,000.00	5,000.00	-	0.00%
305,000.00	305,000.00	20,000.00	6.56%
-	-	(50,000.00)	0.00%

Total 15052000 Solid Waste		583,038.00	583,038.00	(57,132.00)	-9.80%
15053500	50510	Electricity			
15053500	50534	Hydrant Rental			
15053500	50536	R&M: Equipment			
Total 15053500 Other Public Works		95,000.00	95,000.00	(12,000.00)	-12.63%
		480,000.00	480,000.00	74,000.00	15.42%
		12,000.00	12,000.00	3,500.00	29.17%
		587,000.00	587,000.00	65,500.00	11.16%
16060500	50102	Department Head			
16060500	50104	Non Supervisory			
16060500	50140	Overtime			
16060500	50201	Unemployment Costs			
16060500	50202	Workers Comp Insurance			
16060500	50210	MEPERS - Employer Share			
16060500	50220	Health Insurance			
16060500	50230	FICA Employer Costs			
16060500	50301	Office Supplies			
16060500	50302	Operating supplies			
16060500	50306	Postage			
16060500	50308	Printing			
16060500	50352	Cell Phone/Allowances			
16060500	50401	Professional Development			
16060500	50402	Dues and Memberships			
16060500	50413	Mileage/ travel reimbursement			
16060500	50511	Water usage fees			
16060500	50512	Telephone			
16060500	50513	Sewer Expense			
16060500	50535	Rentals of Equipment			
16060500	50536	R&M: Equipment			
Total 16060500 Library		58,764.00	58,764.00	3,872.00	6.59%
		112,775.00	112,775.00	5,695.00	5.05%
		-	-	-	0.00%
		-	-	(1,071.00)	0.00%
		876.00	876.00	78.00	8.90%
		14,535.00	14,535.00	1,569.00	10.79%
		52,492.00	52,492.00	(19,579.00)	-37.30%
		13,123.00	13,123.00	732.00	5.58%
		4,000.00	4,000.00	115.00	2.88%
		38,968.00	38,968.00	-	0.00%
		2,500.00	2,500.00	895.00	35.80%
		500.00	500.00	(50.00)	-10.00%
		420.00	420.00	-	0.00%
		550.00	550.00	-	0.00%
		200.00	200.00	-	0.00%
		300.00	300.00	-	0.00%
		240.00	240.00	15.00	6.25%
		2,304.00	2,304.00	(646.00)	-28.04%
		154.00	154.00	9.00	5.84%
		400.00	400.00	(200.00)	-50.00%
		800.00	800.00	150.00	18.75%
		303,901.00	303,901.00	(8,416.00)	-2.77%
16061500	50102	Department Head			
16061500	50104	Non Supervisory			
16061500	50130	Temporary/seasonal			
16061500	50140	Overtime			
16061500	50201	Unemployment Costs			
16061500	50202	Workers Comp Insurance			
16061500	50210	MEPERS - Employer Share			
16061500	50220	Health Insurance			
		69,422.00	69,422.00	6,571.00	9.47%
		162,680.00	162,680.00	595.00	0.37%
		146,250.00	146,250.00	9,600.00	6.56%
		-	-	(6,302.00)	0.00%
		-	-	(3,595.00)	0.00%
		25,500.00	25,500.00	7,597.00	29.79%
		17,600.00	17,600.00	7,434.00	42.24%
		64,973.00	64,973.00	3,728.00	5.74%

16061500	50230	FICA Employer Costs	28,944.00	28,944.00	800.00	2.76%
16061500	50301	Office Supplies	1,200.00	1,200.00	-	0.00%
16061500	50302	Operating supplies	44,700.00	44,700.00	3,000.00	6.71%
16061500	50306	Postage	200.00	200.00	-	0.00%
16061500	50307	Advertising	1,000.00	1,000.00	500.00	50.00%
16061500	50352	Cell Phone/Allowances	420.00	420.00	-	0.00%
16061500	50355	Co-Ed Softball/Fast Pitch	12,000.00	12,000.00	-	0.00%
16061500	50356	Summer Trips	27,000.00	27,000.00	(4,000.00)	-14.81%
16061500	50357	Sunshine Hill	3,000.00	3,000.00	-	0.00%
16061500	50358	New Programs	8,000.00	8,000.00	-	0.00%
16061500	50359	Officials	3,800.00	3,800.00	400.00	10.53%
16061500	50375	Gas	4,000.00	4,000.00	-	0.00%
16061500	50377	Diesel	1,400.00	1,400.00	-	0.00%
16061500	50380	Uniforms/safety equipment	500.00	500.00	-	0.00%
16061500	50401	Professional Development	1,200.00	1,200.00	-	0.00%
16061500	50413	Mileage/ travel reimbursement			-	0.00%
16061500	50414	Senior Meals Expense	7,000.00	7,000.00	-	0.00%
16061500	50483	Security System Maintenance	360.00	360.00	-	0.00%
16061500	50501	Vehicle Repairs	3,000.00	3,000.00	-	0.00%
16061500	50510	Electricity	300.00	300.00	-	0.00%
16061500	50511	Water Usage	3,000.00	3,000.00	1,688.00	56.27%
16061500	50512	Telephone	3,180.00	3,180.00	(620.00)	-19.50%
16061500	50513	Sewer Expense	1,060.00	1,060.00	60.00	5.66%
16061500	50522	Space Rental	2,200.00	2,200.00	-	0.00%
16061500	50536	R&M: Equipment	5,000.00	5,000.00	-	0.00%
16061500	50541	Grounds maintenance	15,600.00	15,600.00	6,400.00	41.03%
16061500	50542	River Trail maint and repair	5,000.00	5,000.00	-	0.00%
16061500	50543	R&M: Green Thumb	4,690.00	4,690.00	-	0.00%
16061500	50556	Trash Removal	1,150.00	1,150.00	-	0.00%
Total 16061500 PARKS & RECREATION			675,329.00	675,329.00	33,856.00	5.01%
16062000	50442	Transportation services	42,000.00	42,000.00	-	0.00%
16062000	50650	Historical Society	2,000.00	2,000.00	-	0.00%
16062000	50651	LACO	1,000.00	1,000.00	-	0.00%
16062000	50652	Memorial Day	1,800.00	1,800.00	-	0.00%
16062000	50653	MMA	8,078.00	8,078.00	203.00	2.51%
Total 16062000 Public Services - Ot			54,878.00	54,878.00	203.00	0.37%

17070500	50102	Department Head	65,010.00	65,010.00	6,888.00	10.60%
17070500	50201	Unemployment Costs	-	-	(172.00)	0.00%
17070500	50202	Workers Comp Insurance	332.00	332.00	105.00	31.63%
17070500	50210	MEPERS - Employer Share	6,601.00	6,601.00	498.00	7.54%
17070500	50220	Health Insurance	3,075.00	3,075.00	(7,534.00)	-245.01%
17070500	50230	FICA Employer Costs	4,974.00	4,974.00	527.00	10.60%
17070500	50301	Office Supplies	-	-	(450.00)	0.00%
17070500	50302	Operating supplies	4,200.00	4,200.00	1,200.00	28.57%
17070500	50306	Postage	300.00	300.00	(50.00)	-16.67%
17070500	50307	Advertising	5,000.00	5,000.00	1,500.00	30.00%
17070500	50352	Cell Phone/Allowances	695.00	695.00	275.00	39.57%
17070500	50401	Professional employee training	3,500.00	3,500.00	-	0.00%
17070500	50402	Dues and Memberships	3,000.00	3,000.00	-	0.00%
17070500	50406	AVCOG Dues	9,537.00	9,537.00	241.00	2.53%
17070500	50412	Meal allowance	525.00	525.00	25.00	4.76%
17070500	50413	Mileage/ travel reimbursement	1,050.00	1,050.00	50.00	4.76%
17070500	50670	Moxie Festival Donation	-	-	-	0.00%
Total 17070500 Economic Development			107,799.00	107,799.00	3,103.00	2.88%
18085000	50405	PSAP Fees	20,811.00	20,811.00	-	0.00%
18085000	50920	County tax	768,250.00	768,250.00	45,913.00	5.98%
Total 18085000 County Tax			789,061.00	789,061.00	45,913.00	5.82%
Total 1000 General Fund			9,762,767.00	9,781,167.00	324,322.00	3.32%
38081000	53400	2005 Bond Principal	32,558.00	32,558.00	1,332.00	4.09%
38081000	53401	2006 Bond Principal	36,000.00	36,000.00	-	0.00%
38081000	53402	2009 Bond Principal	-	-	(131,086.00)	0.00%
38081000	53403	2010 Bond Principal	53,040.00	53,040.00	(460.00)	-0.87%
38081000	53404	2011 Bond Principal	27,000.00	27,000.00	-	0.00%
38081000	53405	2014 QECB Principal	28,394.00	28,394.00	1,514.00	5.33%
38081000	53406	2017 Bond Principal	150,000.00	150,000.00	-	0.00%
38081000	53409	2020 Bond Principal (Pinewoods Rd)	-	-	-	0.00%
38081000	53600	2005 Bond Interest	-	-	(1,066.00)	0.00%
38081000	53601	2006 Bond Inteeest	324.00	324.00	(360.00)	-111.11%
38081000	53603	2010 Bond Interest	16,816.00	16,816.00	(1,375.00)	-8.18%
38081000	53604	2011 Bond Interest	203.00	203.00	(135.00)	-66.50%

38081000 53605 2014 QECB Interest
38081000 53607 2017 Bond Interest
38081000 53609 2020 Bond Interest (Pinewoods Rd)
Total 38081000 Debt Service-Bonds

(1,513.00) -5.73%
(2,258.00) -9.04%
38,895.00 100.00%
(96,512.00) -22.21%

Total 3000 Debt Service

(96,512.00) -22.21%

65052500 50102 Department Head
65052500 50104 Non Supervisory
65052500 50107 Admin Wages
65052500 50140 Overtime wages
65052500 50201 Unemployment Costs
65052500 50202 Workers compensation insurance
65052500 50210 Maine State retirement
65052500 50215 Admin Benefits
65052500 50220 Health insurance
65052500 50221 HRA Costs
65052500 50230 FICA taxes
65052500 50240 Medical Testing
65052500 50301 Office supplies
65052500 50302 Operating supplies
65052500 50303 Other Supplies
65052500 50306 Postage
65052500 50307 Advertising
65052500 50330 Drug Testing
65052500 50331 Small Tools
65052500 50351 Clothing/Boot Allowance
65052500 50352 Cell Phone allowance
65052500 50375 Gas
65052500 50377 Diesel
65052500 50401 Professional employee training
65052500 50413 Mileage/Travel Reimbursement
65052500 50430 Filing fees/licenses/permits
65052500 50450 Legal expense
65052500 50452 Audit services
65052500 50455 Profesional Services
65052500 50483 Security System Maintenance
65052500 50510 Electricity

86,062.00 2,099.00 2.44%
196,301.00 (1,646.00) -0.84%
17,449.00 3,258.00 18.67%
22,500.00 (1,000.00) -4.44%
- (1,030.00) #DIV/0!
16,987.00 2,554.00 15.04%
30,582.00 5,110.00 16.71%
7,913.00 1,382.00 17.46%
86,945.00 10,757.00 12.37%
3,723.00 505.00 13.56%
23,322.00 (80.00) -0.34%
250.00 250.00 100.00%
- - 0.00%
- - #DIV/0!
37,000.00 (4,500.00) -12.16%
8,500.00 - 0.00%
300.00 100.00 33.33%
400.00 400.00 100.00%
3,000.00 - 0.00%
4,250.00 (250.00) -5.88%
2,564.00 123.00 4.80%
4,310.00 (290.00) -6.73%
2,700.00 (2,500.00) -92.59%
3,000.00 500.00 16.67%
300.00 - 0.00%
1,600.00 100.00 6.25%
1,000.00 - 0.00%
2,550.00 - 0.00%
10,000.00 - 0.00%
1,600.00 (200.00) -12.50%
99,000.00 2,000.00 2.02%

65052500	50511	Water usage fees	13,500.00	13,500.00	1,000.00	7.41%
65052500	50512	Telephone	1,920.00	1,920.00	(620.00)	-32.29%
65052500	50514	Heating Fuel	8,000.00	8,000.00	500.00	6.25%
65052500	50530	Software and Services	15,000.00	15,000.00	-	0.00%
65052500	50539	R&M: Catch Basins & Manhole Cv	7,500.00	7,500.00	-	0.00%
65052500	50546	R & M: SEWER	72,000.00	72,000.00	-	0.00%
65052500	50550	Meter Read	10,000.00	10,000.00	-	0.00%
65052500	50555	Sludge Disposal	83,000.00	83,000.00	2,000.00	2.41%
65052500	50556	Trash Removal	1,700.00	1,700.00	-	0.00%
65052500	50557	CCTV & Cleaning Out	10,000.00	10,000.00	-	0.00%
65052500	50601	General Liability	2,729.00	2,729.00	130.00	4.76%
65052500	50602	Vehicle Insurance	1,107.00	1,107.00	53.00	4.79%
65052500	50604	Property Insurance	7,116.00	7,116.00	339.00	4.76%
65052500	50750	Improvements other than buildi	150,000.00	150,000.00	-	0.00%
65052500	50806	Bond Administration Fees	2,200.00	2,200.00	-	0.00%
65052500	53307	Vactor Lease	37,313.00	37,313.00	-	0.00%
65052500	53400	2005 Bond Principal	17,500.00	17,500.00	-	0.00%
65052500	53401	2006 Bond Principal	25,000.00	25,000.00	-	0.00%
65052500	53405	2014 QECB Principal	11,042.00	11,042.00	589.00	5.33%
65052500	53600	2005 Bond Interest	2,011.00	2,011.00	(349.00)	-17.35%
65052500	53601	2006 Bond Inteeest	3,315.00	3,315.00	(375.00)	-11.31%
65052500	53605	2014 QECB Interest	10,264.00	10,264.00	(588.00)	-5.73%
65052500	53610	Interim Financing Interest	43,904.00	43,904.00	43,904.00	0.00%
Total 65052500 Treatment Plant			1,212,729.00	1,212,729.00	64,225.00	5.30%
Total 6000 Sewer Fund			1,212,729.00	1,212,729.00	64,225.00	5.30%

MEMO

TO: DIANE BARNES, TOWN MANAGER
FROM: KATHY MALLOY, ASSESSOR
DATE: MARCH 12, 2020
RE: FEBRUARY MONTHLY REPORT

- Processed October Deeds-42
- Sent letters to 51 new homestead applicants.
- Attended a Trio class in Bangor. This was the first time they have offered a class for their assessing software, and it was excellent. I hope they offer more of these classes.
- Attended the IAAO meeting at Maine Municipal Association in Augusta. This was well attended by assessors from all over the State. The topic was the new exemption going into effect this year –Renewable Energy Investment Exemption.

Code Enforcement

Dennis J. Douglass

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

Monthly Report for February 2020

Building permits issued - 3 –

- 1 New single family home
- 1 Addition/Garage
- 1 Mobile home

Electrical permits issued – 3

- 1 New home
- 1 Commercial wiring
- 1 Service upgrade

Plumbing permits issued - 6

- 1 New HHE200
- 1 Internal plumbing – new home
- 1 Internal plumbing – Commercial
- 2 Internal plumbing – Remodel
- 1 Mobile home connection

Misc. permits issued - 1

- Demo mobile home

Planning Board :

Approved Case #20-01 - Medical Marijuana Retail Store – 8 Main Street Lisbon Falls

Approved Case #20-02 - Accessory Dwelling Units – Sent to Council for action

Case #20-03 – Conditional Use application – Medical Marijuana Store 5 Canal Street, Lisbon Falls.

Village Zone Land Use discussion

1 Upland Road zoning discussion

Shoreland Zoning Map discussion

Appeals Board - No cases to report.

Health Officer -

- No cases to report.



TOWN OF LISBON

Economic & Community Development

300 Lisbon Street
Lisbon, ME 04250
(207) 353-3000, ext. 122
(207) 353-3007, fax

TO: Diane Barnes, Town Manager
FROM: Brett Richardson, Economic & Community Development Director
DATE: March 12, 2020
RE: Monthly Department Report

In January, the Economic and Community Development Department (ECD) focused on grant applications, development of a visioning process for the former Worumbo Mill site, and ongoing networking with the local business community.

BUSINESS RETENTION AND EXPANSION (BRE)

During January, ECD connected with 12 businesses and property owners to identify their needs and make connections to relevant resources. ECD also expanded our network of service providers and resources by networking with local staff of Maine Congressional delegation and grant program administrators at Maine Department of Economic & Community Development.

GRANT PRIORITIES

- ECD is reaching out to property owners to build a pipeline of projects for the Town's \$100,000 Business façade application through the CDBG program. Outreach has included direct outreach to property owners, coverage in the *Lewiston Sun Journal*, social media, and an email blast to subscribers of the Town's list serve.
- An LOI for the CDBG Housing program was submitted at the March 6th deadline to support additional workforce housing development in Lisbon. Development of the project is ongoing and the Town will determine soon whether to submit a full application if invited by the State.
- We have invited into the second phase of the Maine Downtown Center Community Entrepreneurship Pilot Program **selection process**. ECD has prepared an application in collaboration with PCL and LCD to craft a coordinated strategy to strengthen Lisbon's "entrepreneurial ecosystem." The Lisbon team will participate in an interview on Friday 3/13.

EVENTS

Ribbon Cutting and Public Art Kick-Off at Brewer's Barber Company on February 19th was a success with strong turnout, great food, and fun announcements. Amanda and Ethan Brewer appreciated the recognition from the Town. Food was provided by Frank's, Flux, and Sweet Cakes. Adelle Pitsas announced a new coffee shop, *Adelle's Café*, will be opening on Union Street in summer 2020. The University of Maine Cooperative Extension hosted the Lisbon public art initiative kick-off meeting with informative presentations, which received media coverage in the *Brunswick Times Record*.

Upcoming Lisbon Public Art Planning Walk on Saturday, March 21st. Beginning at Graziano Square at 10am, residents, business owners, and art enthusiasts will tour Lisbon's downtown areas to identify areas well-suited for public art. The resulting inventory of art "hot spots" will be used for planning purposes and fundraising to support new installations and attract visitors to Lisbon.

Upcoming Neighbourhood Business Meetings. During early spring, ECD will collaborate with other Town Departments to host business listening sessions in the Village Street and Main Street business communities. The purpose of the meetings is gather feedback and answer questions on business-related Town services to ensure Lisbon is responding to needs of the business community.

LISBON DEVELOPMENT COMMITTEE UPDATE

LDC is focused on the Worumbo Mill Visioning Process as an early 2020 priority. Planning is underway for a public meeting in early May to gather input from diverse stakeholders with an interest in the Worumbo site. Public input will inform Town planning to develop parking, residential/commercial development, and green space with connectivity to the Androscoggin River.

FOR 2020 12

ACCOUNTS FOR:
1000 General

20 General Government

200 General Government

[illegible]

216 Planning Board

12021600 40265 Planning/Appeals

220 Legal

12022000 29111 Condemned Bldg 4

03/12/2020 15:11
4975ktierney

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 2
glytdbud

FOR 2020 12

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
225 Clerk							
12022500 40100 Business license	-7,500	0	-7,500	-16,367.00	.00	8,867.00	218.2%
12022500 40110 Clerk Fees	0	0	0	-777.05	.00	777.05	100.0%
12022500 40112 Vital Records	-9,057	0	-9,057	-6,069.40	.00	-2,987.60	67.0%
12022500 40113 Animal Licenses	-884	0	-884	-755.00	.00	-129.00	85.4%
12022500 40263 Notary Fees	-500	0	-500	-785.00	.00	285.00	157.0%
12022500 40264 School Election	-900	0	-900	.00	.00	-900.00	.0%
245 Code Enforcement							
12024500 40114 Town Plumbing pa	-5,000	0	-5,000	-4,352.50	.00	-647.50	87.1%
12024500 40266 Construction Fee	-16,000	0	-16,000	-13,500.50	.00	-2,499.50	84.4%
12024500 40268 Sabattus Code Re	-23,000	0	-23,000	-16,875.00	.00	-6,125.00	73.4%
TOTAL General Government	-2,902,552	0	-2,902,552	-2,019,816.66	.00	-882,735.34	69.6%
30 Health & Welfare/General Assis							
310 General Assistance							
13031000 40228 General assistan	-17,500	0	-17,500	-5,964.78	.00	-11,535.22	34.1%
TOTAL Health & Welfare/General Assis	-17,500	0	-17,500	-5,964.78	.00	-11,535.22	34.1%
40 Public Safety							
405 Police							
14040500 40400 Court fines	-100	0	-100	-78.36	.00	-21.64	78.4%
14040500 40401 Parking Tickets	0	0	0	-30.00	.00	30.00	100.0%
14040500 40410 Police Report Fe	-1,500	0	-1,500	-1,773.46	.00	273.46	118.2%
14040500 40411 Restitution	0	0	0	-2,070.00	.00	2,070.00	100.0%
14040500 40412 Town Concealed W	0	0	0	-227.00	.00	227.00	100.0%
14040500 40420 SRO Reimbursemen	-62,940	0	-62,940	-20,979.77	.00	-41,960.23	33.3%

03/12/2020 15:11
4975ktierney

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 3
glytdbud

FOR 2020 12

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14040500 40421 School Detail	-7,000	0	-7,000	.00	.00	-7,000.00	.0%
14040500 40990 Misc. Fees	0	0	0	-180.00	.00	180.00	100.0%
14040500 40991 Misc Revenue	-500	0	-500	-55.00	.00	-445.00	11.0%
415 Fire Department							
14041500 40991 Misc Revenue	0	0	0	-175.00	.00	175.00	100.0%
450 Animal Control Officer							
14045000 40450 ACO Fines & Fees	0	0	0	-461.00	.00	461.00	100.0%
14045000 40451 Sabattus ACO Rev	-21,455	0	-21,455	-21,455.00	.00	.00	100.0%
14045000 40452 Bowdoin ACO Rev	-8,800	0	-8,800	-8,255.00	.00	-535.00	93.9%
14045000 40453 Duxham ACO Rev	-9,500	0	-9,500	-7,125.00	.00	-2,375.00	75.0%
460 Lisbon Communications Center							
14046000 40431 Lisbon Emergency	-5,500	0	-5,500	-3,750.00	.00	-1,750.00	68.2%
TOTAL Public Safety	-117,295	0	-117,295	-66,624.59	.00	-50,670.41	56.8%
50 Public Works							
520 Solid Waste							
15052000 40500 Solid Waste Perm	-75,000	0	-75,000	-75,560.00	.00	560.00	100.7%
15052000 40501 Metal	-20,000	0	-20,000	-17,322.41	.00	-2,677.59	86.6%
15052000 40502 Cardboard	-10,000	0	-10,000	-277.74	.00	-9,722.26	2.8%
15052000 40503 Mixed Paper	-1,500	0	-1,500	-75.00	.00	-1,425.00	5.0%
15052000 40504 Newspaper	-1,200	0	-1,200	.00	.00	-1,200.00	.0%
15052000 40505 Yard Items	-15,000	0	-15,000	-19,914.00	.00	4,914.00	132.8%
15052000 40506 Tires	-1,000	0	-1,000	-1,790.00	.00	790.00	179.0%
15052000 40515 Universal Waste	-3,000	0	-3,000	-5,294.00	.00	2,294.00	176.5%
15052000 40521 Commercial Dispo	-9,000	0	-9,000	-6,528.00	.00	-2,472.00	72.5%
15052000 40522 Excavation Reven	-2,000	0	-2,000	-2,250.00	.00	250.00	112.5%
TOTAL Public Works	-137,700	0	-137,700	-129,011.15	.00	-8,688.85	93.7%
60 Culture & Recreation							
605 Library							

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Town of Lisbon
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FOR 2020 12

ACCOUNTS FOR:
General Fund

ACCOUNTS FOR: 1000	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16060500 40360 Library Non-Resi	-1,900	0	-1,900	-1,551.10	.00	-348.90	81.6%
16060500 40361 Library Fines	-2,000	0	-2,000	-1,320.40	.00	-679.60	66.0%
16060500 40362 Library Fax	-475	0	-475	-327.00	.00	-148.00	68.8%
16060500 40363 Damage/Lost. Fee	-400	0	-400	-556.11	.00	156.11	139.0%
16060500 40960 Restricted Donat	0	0	0	-574.00	.00	574.00	100.0%
615 Parks & Recreation							
16061500 40300 Before School	-70,000	0	-70,000	-45,495.40	.00	-24,504.60	65.0%
16061500 40301 Fitness Center	-18,000	0	-18,000	-10,852.45	.00	-7,147.55	60.3%
16061500 40302 Out of Town	-1,500	0	-1,500	-846.50	.00	-653.50	56.4%
16061500 40303 Playground	-35,000	0	-35,000	-8,149.37	.00	-26,850.63	23.3%
16061500 40304 Trekker	-44,000	0	-44,000	-21,996.32	.00	-22,003.68	50.0%
16061500 40305 Trips/Excursion	-30,000	0	-30,000	-17,960.93	.00	-12,039.07	59.9%
16061500 40306 Marion T. Morse	-4,500	0	-4,500	-4,480.00	.00	-20.00	99.6%
16061500 40307 Fitness Instruct	-12,000	0	-12,000	-6,101.25	.00	-5,898.75	50.8%
16061500 40308 Senior Meals	-7,000	0	-7,000	-5,171.00	.00	-1,829.00	73.9%
16061500 40309 New Programs	-8,000	0	-8,000	-4,943.35	.00	-3,056.65	61.8%
16061500 40310 Moxie 5-K	-3,000	0	-3,000	-9,095.00	.00	6,095.00	303.2%
16061500 40311 Moxie Car Show	-3,000	0	-3,000	-3,000.00	.00	.00	100.0%
16061500 40320 Basketball 1-3	-1,210	0	-1,210	-1,624.75	.00	414.75	134.3%
16061500 40321 Basketball 4-6	-2,023	0	-2,023	-1,203.20	.00	-819.80	59.8%
16061500 40322 Winter/Spring Sw	-1,500	0	-1,500	-120.00	.00	-1,380.00	8.0%
16061500 40330 Summer Basketbal	-400	0	-400	-855.00	.00	455.00	213.8%
16061500 40332 Summer Football	-2,000	0	-2,000	-1,579.50	.00	-420.50	79.0%
16061500 40333 Summer Fee Wee F	-120	0	-120	-649.00	.00	529.00	540.8%
16061500 40334 Summer Soccer	-700	0	-700	-431.40	.00	-268.60	61.6%
16061500 40335 Summer Swim	-1,500	0	-1,500	-1,058.70	.00	-441.30	70.6%
16061500 40336 Co-ed Softball	-12,000	0	-12,000	-6,925.00	.00	-5,075.00	57.7%
16061500 40337 Summer Tennis	-250	0	-250	.00	.00	-250.00	.0%
16061500 40338 Wrestling	0	0	0	-56.40	.00	56.40	100.0%
16061500 40340 Fall Field Hocke	-520	0	-520	-820.85	.00	300.85	157.9%
16061500 40341 Fall Soccer	-5,000	0	-5,000	-5,623.86	.00	623.86	112.5%
16061500 40342 Football Tackle	-3,300	0	-3,300	-3,386.10	.00	86.10	102.6%
16061500 40343 Football Tackle	-2,500	0	-2,500	-1,501.90	.00	-998.10	60.1%
16061500 40344 Track & Field	-3,000	0	-3,000	-2,439.45	.00	-560.55	81.3%
16061500 40366 Playground	0	0	0	-2,715.04	.00	2,715.04	100.0%
16061500 40367 Rec 1	-8,000	0	-8,000	.00	.00	-8,000.00	.0%
16061500 40380 Park Cabin Rent	-4,800	0	-4,800	-2,800.00	.00	-2,000.00	58.3%
16061500 40381 Beaver Park Fees	-10,000	0	-10,000	-5,428.24	.00	-4,571.76	54.3%
TOTAL Culture & Recreation	-299,598	0	-299,598	-181,638.57	.00	-117,959.43	60.6%

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
70 Economic Development							
705 Economic Development							
17070500 29779 Brownfields Gran	0	0	0	-3,697.38	.00	3,697.38	100.0%
17070500 29786 Downtown Grant 1	0	0	0	-113,821.00	.00	113,821.00	100.0%
17070500 40670 TIF Revenue	-104,696	0	-104,696	.00	.00	-104,696.00	.08*
TOTAL Economic Development	-104,696	0	-104,696	-117,518.38	.00	12,822.38	112.2%
80 Debt Service							
805 Capital Leases							
18080500 40800 Interest Rebate	-15,840	0	-15,840	.00	.00	-15,840.00	.03*
TOTAL Debt Service	-15,840	0	-15,840	.00	.00	-15,840.00	.0%
TOTAL General Fund	-3,595,181	0	-3,595,181	-2,520,574.13	.00	-1,074,606.87	70.1%
TOTAL REVENUES	-3,595,181	0	-3,595,181	-2,520,574.13	.00	-1,074,606.87	

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ACCOUNTS FOR:
6000 Sewer Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
50 Public Works							
525 Treatment Plant							
65052500 40600 Domestic Sewer R	0	0	0	-369,339.84	.00	369,339.84	100.0%
65052500 40601 Industrial Sewer	0	0	0	-41,643.12	.00	41,643.12	100.0%
65052500 40602 Septage Revenue	0	0	0	-128,697.85	.00	128,697.85	100.0%
65052500 40603 Finance Charges	0	0	0	-5,748.61	.00	5,748.61	100.0%
65052500 40606 Sewer Applicatio	0	0	0	-552.44	.00	552.44	100.0%
65052500 40607 Sewer Hook-Up Fe	0	0	0	-22,097.56	.00	22,097.56	100.0%
TOTAL Public Works	0	0	0	-568,079.42	.00	568,079.42	100.0%
TOTAL Sewer Fund	0	0	0	-568,079.42	.00	568,079.42	100.0%
TOTAL REVENUES	0	0	0	-568,079.42	.00	568,079.42	

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Town of Lisbon
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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCY USED
20 General Government							
205 Elected Officials							
12020500 50108 Elected Officials	17,730	0	17,730	12,297.36	.00	5,432.64	69.4%
12020500 50202 Workers Comp Ins		0		49.60	.00	20.40	70.9%
12020500 50230 FICA Employer Co	1,357	0	1,357	940.38	.00	416.62	69.3%
12020500 50301 Office Supplies	500	0	500	260.16	44.40	195.44	60.9%
12020500 50306 Postage	100	0	100		.00	100.00	100%
12020500 50307 Advertising	1,000	1,472	2,472	2,099.25	237.45	135.49	94.5%
12020500 50308 Printing	100	0	100	.00	.00	100.00	100%
12020500 50401 Professional Dev	1,000	0	1,000	60.00	.00	940.00	6.0%
210 Town Manager							
12021000 50101 Town Manager	98,995	0	98,995	72,541.98	.00	26,453.02	73.3%
12021000 50107 Administrative	49,276	0	49,276	36,008.95	.00	13,267.05	73.1%
12021000 50201 Unemployment Cos	351	0	351	.00	.00	351.00	100%
12021000 50202 Workers Comp Ins	3,068	0	3,068	2,035.99	.00	1,032.51	66.3%
12021000 50220 MEPPERS - Employee	14,827	0	14,827	10,835.13	.00	3,991.87	73.1%
12021000 50230 Health Insurance	39,746	0	39,746	27,595.10	.00	12,150.90	69.4%
12021000 50301 FICA Employer Co	11,381	0	11,381	7,521.12	.00	3,859.88	66.1%
12021000 50306 Office Supplies	600	0	600	85.73	.00	514.27	14.3%
12021000 50307 Postage	250	0	250	19.97	.00	230.03	8.0%
12021000 50307 Advertising	1,000	65	1,065	664.81	.00	400.19	62.4%
12021000 50352 Cell Phone/Allow	840	0	840	560.00	.00	280.00	66.7%
12021000 50401 Professional Dev	1,000	0	1,000	466.86	.00	533.14	46.7%
12021000 50413 Mileage/ travel	2,900	0	2,900	1,400.00	.00	1,500.00	48.3%
12021000 50452 Audit services	9,850	0	9,850	2,000.00	83.34	7,766.66	21.2%
215 Appeals Board							
12021500 50104 Non Supervisory	200	0	200	42.02	.00	157.98	21.0%
12021500 50108 Elected Official	751	0	751	514.20	.00	236.80	68.5%
12021500 50202 Workers Comp Ins	4	0	4	2.20	.00	1.80	55.0%
12021500 50230 FICA Employer Co	73	0	73	42.97	.00	30.03	58.9%
12021500 50301 Office Supplies	50	0	50	.00	.00	50.00	100%
12021500 50306 Postage	50	0	50	.00	.00	50.00	100%
12021500 50307 Advertising	375	0	375	.00	.00	375.00	100%

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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12021500 50401 Professional Dev	200	0	200	.00	.00	200.00	.0%
216 Planning Board							
12021500 50104 Non Supervisory	1,000	0	1,000	490.07	.00	509.93	49.0%
12021600 50108 Elected Official	5,000	0	5,000	2,260.39	.00	2,739.61	45.2%
12021600 50202 Workers Comp Ins	24	0	24	16.54	.00	7.46	68.9%
12021600 50230 FICA Employer's Co	459	0	459	185.07	.00	273.93	40.3%
12021600 50301 Office Supplies	400	0	400	210.90	.00	189.10	52.7%
12021600 50306 Postage	150	0	150	44.31	.00	105.69	29.5%
12021600 50307 Advertising	750	0	750	274.36	.00	475.64	36.8%
12021600 50401 Professional Dev	600	0	600	110.00	.00	490.00	18.3%
12021600 50451 Contracted Profe	21,250	0	21,250	12,395.81	1,770.83	7,083.36	66.7%
220 Legal							
12022000 29108 Condem Bldg 725	0	0	0	833.50	.00	-833.50	100.0%*
12022000 29110 Condemned Bldg 4	0	0	0	5,700.00	2,776.04	-8,476.04	100.0%*
12022000 29114 Legal-1 Higgins	0	0	0	1,122.85	.00	-1,122.85	100.0%*
12022000 50450 Legal expense	50,000	0	50,000	8,027.05	1,005.00	40,967.95	18.1%
225 Clerk							
12022500 50102 Department Head	57,408	0	57,408	41,948.80	.00	15,459.20	73.1%
12022500 50104 Non Supervisory	25,263	0	25,263	16,999.83	.00	8,263.17	67.3%
12022500 50130 Temporary/season	6,400	0	6,400	4,160.67	.00	2,239.33	65.0%
12022500 50201 Unemployment Cos	536	0	536	.00	.00	536.00	.0%
12022500 50202 Workers Comp Ins	348	0	348	234.88	.00	113.12	67.5%
12022500 50210 MEPRS - Employee	5,741	0	5,741	4,598.37	.00	1,142.63	80.1%
12022500 50220 Health Insurance	17,310	0	17,310	10,069.83	.00	7,240.17	58.2%
12022500 50230 FICA Employer's Co	6,814	0	6,814	4,307.75	.00	2,506.25	63.2%
12022500 50301 Office Supplies	2,000	0	2,000	1,126.36	30.39	843.25	57.8%
12022500 50302 Operating suppli	0	0	0	.00	200.00	-200.00	100.0%*
12022500 50306 Postage	900	0	900	595.73	.00	304.27	66.2%
12022500 50307 Advertising	500	71	571	328.67	60.30	182.27	68.1%
12022500 50308 Printing	4,200	0	4,200	416.64	.00	3,783.36	9.9%
12022500 50352 Cell Phone/allow	420	0	420	245.00	.00	175.00	58.3%
12022500 50401 Professional Dev	1,480	0	1,480	640.00	.00	840.00	43.2%
12022500 50402 Dues and Members	600	0	600	599.00	.00	1.00	99.8%
12022500 50412 Meals and Lodgin	900	0	900	489.73	.00	410.27	54.4%
12022500 50413 Mileage/travel	1,300	0	1,300	211.54	.00	1,088.46	16.3%

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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12022500 50451 Contracted Profe	600	0	600	.00	.00	600.00	0%
12022500 50455 Professional Serv	13,000	0	13,000	5,467.17	.00	7,532.83	42.1%
12022500 50536 Rem: Equipment	3,400	0	3,400	180.00	.00	3,220.00	5.3%
230 Finance							
12023000 50102 Department Head	80,944	0	80,944	37,656.53	.00	43,287.47	46.5%
12023000 50104 Non Supervisory	66,670	0	66,670	45,407.97	.00	21,262.03	68.1%
12023000 50201 Unemployment Cos	515	0	515	.00	.00	515.00	0%
12023000 50202 Workers Comp Ins	577	0	577	299.94	.00	277.06	52.0%
12023000 50210 MEPRS - Employee	14,762	0	14,762	7,808.94	.00	6,953.06	52.9%
12023000 50220 Health Insurance	45,013	0	45,013	21,692.12	.00	23,320.88	48.2%
12023000 50230 FICA Employer Co	11,293	0	11,293	5,514.61	.00	5,778.39	48.8%
12023000 50301 Office Supplies	4,000	0	4,000	1,799.91	.00	2,200.09	45.0%
12023000 50306 Postage	1,750	0	1,750	-3,997.52	366.51	5,381.01	-207.5%
12023000 50352 Cell Phone/Allow	420	0	420	175.00	.00	245.00	41.7%
12023000 50401 Professional Dev	2,000	0	2,000	-235.00	.00	2,235.00	-11.8%
12023000 50402 Dues and Members	600	0	600	310.00	.00	290.00	51.7%
12023000 50413 Mileage/ travel	1,200	0	1,200	129.11	.00	1,070.89	10.8%
12023000 50451 Contracted Profe	1,500	0	1,500	.00	.00	1,500.00	0%
235 Tax Collection							
12023500 50104 Non Supervisory	128,340	0	128,340	90,503.11	.00	37,837.89	70.5%
12023500 50140 Overtime	2,500	0	2,500	565.52	.00	1,934.48	22.6%
12023500 50201 Unemployment Cos	687	0	687	.00	.00	687.00	0%
12023500 50202 Workers Comp Ins	510	0	510	367.21	.00	142.79	72.0%
12023500 50210 MEPRS - Employee	13,084	0	13,084	9,083.34	.00	4,000.66	69.4%
12023500 50220 Health Insurance	22,390	0	22,390	14,437.21	.00	7,952.79	64.5%
12023500 50230 FICA Employer Co	10,010	0	10,010	6,470.06	.00	3,539.94	64.6%
12023500 50301 Office Supplies	4,500	39	4,539	1,770.02	18.38	2,750.29	39.4%
12023500 50306 Postage	7,500	0	7,500	4,612.68	.00	2,887.32	61.5%
12023500 50401 Professional Dev	1,400	0	1,400	-360.00	165.00	1,595.00	-13.9%
12023500 50402 Dues and Members	0	0	0	90.00	.00	1,90.00	100.0%*
12023500 50412 Meals and Lodgin	250	0	250	13.23	.00	236.77	5.3%
12023500 50413 Mileage/ travel	600	0	600	435.65	.00	164.35	72.6%
240 Assessor							
12024000 50102 Department Head	60,340	0	60,340	44,093.29	.00	16,246.71	73.1%
12024000 50104 Non-supervisory	15,834	0	15,834	11,720.65	.00	4,113.35	74.0%

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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12024000 50201 Unemployment Cos	344	0	344	.00	.00	344.00	0%
12024000 50202 Workers Comp Ins	1,814	0	1,814	1,211.81	.00	602.19	66.8%
12024000 50210 MEPPERS - Employee	7,618	0	7,618	5,522.83	.00	2,095.17	72.5%
12024000 50220 Health Insurance	12,131	0	12,131	8,276.33	.00	3,854.67	68.2%
12024000 50230 FICA Employer Co	5,828	0	5,828	4,055.64	.00	1,772.36	69.6%
12024000 50301 Office Supplies	500	0	500	282.55	19.99	1,197.46	60.5%
12024000 50306 Postage	500	0	500	434.11	.00	65.89	86.8%
12024000 50308 Printing	300	0	300	.00	.00	300.00	0%
12024000 50401 Professional Dev	600	0	600	365.00	.00	235.00	60.8%
12024000 50402 Dues and Members	200	0	200	140.00	.00	60.00	70.0%
12024000 50413 Mileage/ travel	900	0	900	615.60	.00	284.40	68.4%
12024000 50451 Contracted Profe	2,000	0	2,000	.00	.00	2,000.00	0%
12024000 50470 Registry Service	800	0	800	514.00	31.00	2,255.00	68.1%
12024000 50536 Rm: Equipment	200	0	200	.00	.00	200.00	0%
12024000 50624 Mapping & Microf	1,000	0	1,000	1,000.00	.00	.00	100.0%
245 Code Enforcement							
12024500 50102 Department Head	76,384	0	76,384	55,818.46	.00	20,565.54	73.1%
12024500 50201 Unemployment Cos	172	0	172	.00	.00	172.00	0%
12024500 50210 Workers Comp Ins	2,218	0	2,218	1,530.50	.00	687.50	69.0%
12024500 50220 MEPPERS - Employee	7,640	0	7,640	5,581.82	.00	2,058.18	73.1%
12024500 50230 Health Insurance	17,310	0	17,310	12,025.56	.00	5,284.44	69.5%
12024500 50230 FICA Employer Co	5,844	0	5,844	3,917.42	.00	1,926.58	67.0%
12024500 50301 Office Supplies	500	0	500	31.71	.00	468.29	6.3%
12024500 50306 Postage	100	0	100	16.44	.00	83.56	16.4%
12024500 50352 Cell Phone/Allow	420	0	420	280.00	.00	140.00	66.7%
12024500 50375 Gas	850	0	850	273.85	.00	576.15	32.2%
12024500 50401 Professional Dev	500	0	500	.00	.00	500.00	0%
12024500 50402 Dues and Members	250	0	250	.00	.00	250.00	0%
12024500 50501 Vehicle Repairs	500	0	500	520.24	.00	-20.24	104.0%
12024500 50624 Mapping & Microf	1,000	0	1,000	1,000.00	.00	.00	100.0%
255 Liability Insurance Program							
12025500 50221 HRA Costs	42,125	0	42,125	17,335.15	.00	24,789.85	41.2%
12025500 50601 General Liabilit	14,745	0	14,745	14,745.00	.00	.00	100.0%
12025500 50602 Vehicle Insuranc	24,035	0	24,035	24,482.00	.00	-447.00	101.9%
12025500 50603 Police Liability	7,582	0	7,582	7,582.00	.00	.00	100.0%
12025500 50604 Property Insuran	24,132	0	24,132	24,132.00	.00	.00	100.0%
12025500 50606 Crime Insurance	322	0	322	322.20	.00	-20.20	100.1%
12025500 50607 Public Officials	2,600	0	2,600	2,600.10	.00	-.10	100.0%

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FOR 2020 12

ACCOUNTS FOR:
General Fund

1000	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12025500 50608	6,233	0	6,233	6,233.40	.00	-40	100.0%
12025500 50609	1,580	0	1,580	2,475.00	.00	-895.00	156.6%
12025500 50610	1,400	0	1,400	1,200.00	.00	200.00	85.7%
265 Technology							
12026500 50360	20,000	0	20,000	20,824.50	.00	-824.50	104.1%
12026500 50454	6,450	0	6,450	9,300.09	30.70	-2,880.79	144.7%
12026500 50530	179,000	0	179,000	127,742.59	4,487.05	46,770.36	73.9%
12026500 50536	20,000	640	20,640	1,946.00	1,623.00	17,071.00	17.3%
275 Miscellaneous General Governme							
12027500 50930	0	0	0	-156,275.08	.00	156,275.08	100.0%
12027500 50935	0	0	0	-620,296.70	.00	620,296.70	100.0%
280 School							
12028000 51300	4,486,794	0	4,486,794	2,991,196.00	.00	1,495,598.00	66.7%
12028000 51310	2,440,440	0	2,440,440	1,626,960.00	.00	813,480.00	66.7%
12028000 51320	460,409	0	460,409	306,939.36	.00	153,469.64	66.7%
12028000 51330	22,574	0	22,574	15,049.36	.00	7,524.64	66.7%
515 Town Buildings							
12051500 50104	17,014	0	17,014	11,837.88	.00	5,176.12	69.6%
12051500 50201	172	0	172	.00	.00	172.00	.0%
12051500 50302	1,814	0	1,814	421.25	.00	1,392.75	23.2%
12051500 50210	1,504	0	1,504	367.84	.00	136.16	73.0%
12051500 50220	1,302	0	1,302	882.40	.00	419.60	67.8%
12051500 50302	6,000	0	6,000	4,707.35	165.25	1,127.40	81.2%
12051500 50310	48,000	0	48,000	32,801.98	.00	15,198.02	68.3%
12051500 50511	2,000	0	2,000	1,422.47	.00	577.53	71.1%
12051500 50512	10,110	0	10,110	5,459.17	.00	4,650.83	54.0%
12051500 50513	700	0	700	534.28	.00	165.72	76.3%
12051500 50514	13,000	0	13,000	8,705.67	1,090.61	3,203.72	75.4%
12051500 50520	29,000	0	29,000	16,270.96	.00	12,729.04	56.1%
12051500 50520	20,000	0	20,000	1,427.40	.00	18,572.60	7.1%
12051500 50536	30,000	0	30,000	33,771.60	.00	-3,771.60	112.6%
12051500 50549	17,000	0	17,000	18,322.25	2,665.25	-3,987.50	123.5%

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Town of Lisbon
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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
901 Abatements							
12090100 50901 Tax abatements	10,000	0	10,000	23,703.34	.00	-13,703.34	237.0%*
TOTAL General Government	9,101,046	2,287	9,103,333	5,291,239.36	16,870.49	3,795,223.27	58.3%
30 Health & Welfare/General Assis							
305 Health Officer							
13030500 50102 Department Head	5,347	0	5,347	3,906.78	.00	1,440.22	73.1%
13030500 50202 Workers Comp Ins	156	0	156	103.66	.00	52.34	66.4%
13030500 50210 MEPSERS - Employee	535	0	535	390.64	.00	144.36	73.0%
13030500 50220 Health Insurance	0	0	0	45.50	.00	-45.50	100.0%*
13030500 50230 FICA Employer Co	409	0	409	274.23	.00	134.77	67.0%
13030500 50301 Office Supplies	150	0	150	.00	.00	150.00	.0%
310 General Assistance							
13031000 50102 Department Head	10,652	0	10,652	4,987.51	.00	5,664.49	46.8%
13031000 50201 Unemployment Cos	153	0	153	.00	.00	153.00	.0%
13031000 50202 Workers Comp Ins	42	0	42	29.78	.00	12.22	70.9%
13031000 50230 FICA Employer Co	815	0	815	381.55	.00	433.45	46.8%
13031000 50301 Office Supplies	50	0	50	.80	.00	49.20	1.6%
13031000 50302 Operating suppli	0	0	0	2.85	.00	-2.85	100.0%*
13031000 50306 Postage	100	0	100	18.48	.00	81.52	18.5%
13031000 50352 Cell Phone allow	365	0	365	196.38	28.07	140.55	61.5%
13031000 50401 Professional Dev	500	0	500	45.00	.00	455.00	9.0%
13031000 50440 General Assistan	25,000	605	25,605	17,206.75	686.57	7,711.68	69.9%
TOTAL Health & Welfare/General Assis	44,274	605	44,879	27,589.91	714.64	16,574.45	63.1%
40 Public Safety							
405 Police							
14040500 50102 Department Head	78,432	0	78,432	57,315.14	.00	21,116.86	73.1%

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Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14040500 50104 Non Supervisory	717,684	0	717,684	488,546.25	.00	229,137.75	68.1%
14040500 50107 Administrative	39,142	0	39,142	28,311.76	.00	10,830.24	72.3%
14040500 50117 Misc. Police Det	7,000	0	7,000	4,760.10	.00	2,239.90	68.0%
14040500 50130 Temporary/season	22,000	0	22,000	12,282.32	.00	9,717.68	55.8%
14040500 50140 Overtime wages	30,000	0	30,000	23,306.54	.00	6,693.46	77.7%
14040500 50143 Court time	8,000	0	8,000	3,241.02	.00	4,758.98	40.5%
14040500 50145 Replacement Wage	106,277	0	106,277	75,948.13	.00	30,328.87	71.5%
14040500 50201 Unemployment Cos	2,918	0	2,918	26,946.40	.00	2,918.00	0.0%
14040500 50202 WORKERS - Employe	58,540	0	58,540	64,689.14	.00	31,593.60	46.0%
14040500 50210 MEPPERS - Employe	99,433	0	99,433	164,881.45	.00	34,743.86	65.1%
14040500 50220 Health Insurance	250,003	0	250,003	49,299.89	.00	85,121.55	66.0%
14040500 50230 FICA Employer Co	77,153	0	77,153	248.45	.00	27,853.11	63.9%
14040500 50260 Uniform cleaning	3,250	0	3,250	1,581.20	244.99	1,423.81	35.5%
14040500 50301 Office Supplies	17,000	58	17,058	10,826.55	876.23	5,355.20	56.2%
14040500 50302 Operating suppli	650	0	650	222.26	.00	427.74	68.6%
14040500 50306 Postage	500	0	500	500.00	.00	100.00	100.0%
14040500 50307 Advertising	3,200	0	3,200	1,813.00	.00	1,387.00	56.7%
14040500 50308 Printing	2,500	0	2,500	10,300.00	.00	2,200.00	12.0%
14040500 50349 Recruitment Test	18,400	0	18,400	10,491.90	24.95	7,883.15	57.2%
14040500 50351 Clothing/Boot Al	5,250	0	5,250	3,515.42	577.25	1,157.33	78.0%
14040500 50352 Cell Phone/Allow	300	0	300	924.00	.00	-624.00	308.0%*
14040500 50353 Physicals	33,880	0	33,880	16,954.94	.00	16,925.06	50.0%
14040500 50375 Gas	4,200	0	4,200	2,413.05	.00	1,786.95	57.5%
14040500 50378 Tires Expense	15,575	0	15,575	11,239.88	.00	4,335.12	72.2%
14040500 50401 Professional Dev	600	0	600	402.19	.00	197.81	67.0%
14040500 50413 Mileage/ travel	4,650	0	4,650	6,091.39	.00	4,650.00	0.0%
14040500 50415 Education Progra	8,000	0	8,000	6,161.40	.00	1,908.61	76.1%
14040500 50501 Vehicle Repairs	10,030	0	10,030	1,604.25	.00	3,868.60	61.4%
14040500 50512 Telephone	2,000	0	2,000	2,921.46	.00	395.75	80.2%
14040500 50532 R&M Office Equip	6,500	0	6,500	3,679.49	.00	3,578.54	44.5%
14040500 50536 R&M Equipment	3,700	0	3,700	62,000.00	.00	20.51	99.4%
14040500 50710 Equipment	62,000	0	62,000		.00	62,000.00	.0%
14040500 50720 Equipment - vehi		0			.00		
415 Fire Department							
14041500 50102 Department Head	71,063	0	71,063	49,197.41	.00	21,865.59	69.2%
14041500 50104 Non Supervisory	150,000	0	150,000	94,205.31	.00	55,794.69	62.8%
14041500 50201 Unemployment Cos	172	0	172		.00	172.00	0.0%
14041500 50202 Workers Comp Ins	20,600	0	20,600	14,471.08	.00	6,128.92	70.2%
14041500 50210 MEPPERS - Employe	7,107	0	7,107	5,475.33	.00	1,631.67	77.0%
14041500 50220 Health Insurance	23,796	0	23,796	17,170.15	.00	6,625.85	72.2%
14041500 50230 FICA Employer Co	16,912	0	16,912	10,444.23	.00	6,467.77	61.8%

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Town of Lisbon
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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14041500 50301 Office Supplies	500	0	500	250.92	39.00	210.08	58.0%
14041500 50302 Operating suppli	10,000	0	10,000	6,325.55	622.77	3,051.68	69.5%
14041500 50306 Postage	75	0	75	9.85	.00	65.15	13.1%
14041500 50351 Clothing/Boot Al	3,500	0	3,500	393.58	26.91	3,079.51	12.0%
14041500 50352 Cell phone/Allow	420	0	420	280.00	.00	140.00	66.7%
14041500 50353 Physicals	5,000	0	5,000	2,755.00	.00	2,245.00	55.1%
14041500 50370 Parts - Supplies	7,500	0	7,500	3,342.90	394.03	3,763.07	49.8%
14041500 50375 Gas	2,100	0	2,100	1,109.92	.00	990.08	52.9%
14041500 50377 Diesel	4,100	0	4,100	3,317.98	.00	782.02	80.9%
14041500 50378 Tires Expense	2,200	0	2,200	2,610.71	.00	-410.71	118.7%*
14041500 50401 Professional Dev	7,500	0	7,500	4,134.95	150.00	3,215.05	57.1%
14041500 50413 Mileage/Travel	300	0	300	163.10	.00	136.90	54.4%
14041500 50490 Capital Projects	75,000	0	75,000	.00	.00	75,000.00	.0%
14041500 50511 Water Usage	500	0	500	318.31	.00	181.69	63.7%
14041500 50512 Telephone	2,900	0	2,900	1,654.19	.00	1,245.81	57.0%
14041500 50513 Sewer Expense	300	0	300	204.08	.00	95.92	68.0%
14041500 50536 R&M: Equipment	30,000	0	30,000	16,293.33	818.78	12,887.89	57.0%
14041500 50544 R & M: Radios	7,800	0	7,800	5,239.99	150.50	2,409.51	69.1%
14041500 50560 Fire Fighting Eq	3,000	0	3,000	745.00	.00	2,255.00	24.8%
14041500 50561 EMS Supplies	1,500	0	1,500	1,018.18	19.98	461.84	69.2%
14041500 50562 Personal Protect	22,600	0	22,600	6,237.93	11,520.95	4,841.12	78.6%
14041500 50563 Hose Replacement	7,000	0	7,000	1,069.53	.00	5,930.47	15.3%
14041500 50710 Equipment	17,636	0	17,636	10,818.43	884.60	5,932.97	66.4%

430 Emergency Management

14043000 50100 IEMS Stipend	149,173	0	149,173	111,880.30	.00	37,292.70	75.0%
14043000 50104 Non Supervisory	1,570	0	1,570	1,086.12	.00	483.88	69.2%
14043000 50201 Unemployment Cos	23	0	23	.00	.00	23.00	.0%
14043000 50202 Workers Comp Ins	6	0	6	4.42	.00	1.58	73.7%
14043000 50230 FICA Employer Co	120	0	120	83.05	.00	36.95	69.2%
14043000 50402 Dues and Members	35	0	35	.00	.00	35.00	.0%

450 Animal Control Officer

14045000 50104 Non Supervisory	44,410	0	44,410	30,042.81	.00	14,367.19	67.6%
14045000 50140 Overtime	2,400	0	2,400	1,535.76	.00	864.24	64.0%
14045000 50201 Unemployment Cos	278	0	278	.00	.00	278.00	.0%
14045000 50202 Workers Comp Ins	885	0	885	650.52	.00	234.48	73.5%
14045000 50210 MEPEERS - Employee	4,184	0	4,184	3,239.78	.00	944.22	77.4%
14045000 50220 Health Insurance	23,009	0	23,009	16,594.37	.00	6,414.63	72.1%
14045000 50230 FICA Employer Co	3,582	0	3,582	2,074.52	.00	1,507.48	57.9%

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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14045000 50302 Operating suppli	250	0	250	43.07	.00	206.93	17.2%
14045000 50351 Clothing/Boot Al	600	0	600	.00	160.88	439.12	26.8%
14045000 50352 Cell Phone/Allow	920	0	920	332.12	49.10	538.78	41.4%
14045000 50375 Gas	4,250	0	4,250	1,819.72	.00	2,430.28	42.8%
14045000 50378 Tires Expense	300	0	300	.00	.00	300.00	0%
14045000 50401 Professional Dev	500	0	500	365.00	125.00	10.00	98.0%
14045000 50453 Animal Shelter S	11,712	0	11,712	11,711.70	.00	10.30	100.0%
14045000 50536 R&W: Equipment	700	0	700	231.40	.00	468.60	33.1%
14045000 50710 Equipment	400	0	400	392.12	.00	7.88	98.0%

460 Lisbon Communications Center

14046000 50104 Non Supervisory	179,616	0	179,616	136,755.28	.00	42,860.72	76.1%
14046000 50130 Temporary/Season	20,850	0	20,850	12,518.36	.00	8,331.64	60.0%
14046000 50140 Overtime Wages	4,250	0	4,250	295.75	.00	3,954.25	7.0%
14046000 50145 Replacement Wage	37,493	0	37,493	26,782.03	.00	10,710.97	71.4%
14046000 50201 Unemployment Cos	1,240	0	1,240	.00	.00	1,240.00	0%
14046000 50202 Workers Comp Ins	1,309	0	1,309	721.10	.00	587.90	55.1%
14046000 50210 MEPRS - Employee	21,086	0	21,086	11,164.59	.00	9,921.41	52.9%
14046000 50220 Health Insurance	57,081	0	57,081	39,194.24	.00	17,886.76	68.7%
14046000 50230 FICA Employer Co	18,529	0	18,529	12,419.07	.00	6,109.93	67.0%
14046000 50301 Office Supplies	880	0	880	530.32	32.53	317.15	64.0%
14046000 50307 Advertising	120	0	120	79.80	.00	40.20	66.5%
14046000 50339 Recruitment Test	500	0	500	300.00	.00	200.00	60.0%
14046000 50351 Clothing/Boot Al	1,750	0	1,750	1,039.47	.00	710.53	59.4%
14046000 50401 Professional Dev	1,540	0	1,540	1,279.00	.00	261.00	83.1%
14046000 50413 Mileage/Travel	100	0	100	.00	.00	100.00	0%
14046000 50512 Telephone	1,800	0	1,800	1,151.90	.00	648.10	64.0%
14046000 50536 R&W: Equipment	1,125	0	1,125	781.25	.00	343.75	69.4%
TOTAL Public Safety	2,799,124	58	2,799,182	1,767,774.85	16,718.45	1,014,688.68	63.8%

50 Public Works

505 Department of Public Works

15050500 50102 Department Head	78,663	0	78,663	57,520.72	.00	21,142.28	73.1%
15050500 50104 Non Supervisory	391,524	0	391,524	284,494.98	.00	107,029.02	72.7%
15050500 50107 Administrative	18,748	0	18,748	17,045.38	.00	1,702.62	90.9%
15050500 50140 Overtime wages	40,000	0	40,000	18,402.92	.00	21,597.08	46.0%

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Town of Lisbon
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ACCOUNTS FOR:
General Fund

1000	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15050500 50201	2,060	0	2,060	22,598.69	.00	2,060.00	.0%
15050500 50202	37,429	0	37,429	31,945.01	.00	14,830.31	60.4%
15050500 50210	45,117	0	45,117	75,485.73	.00	13,171.99	70.8%
15050500 50220	170,920	0	170,920	27,174.69	.00	95,434.27	44.2%
15050500 50230	40,443	0	40,443	1,959.34	4.32	13,268.31	67.2%
15050500 50301	1,500	0	1,500	7,730.98	164.34	-463.66	130.9%
15050500 50302	8,350	0	8,350	10.66	.00	454.68	94.6%
15050500 50306	1,150	0	1,150	712.10	.00	139.34	7.1%
15050500 50307	1,000	0	1,000	837.00	.00	287.90	71.2%
15050500 50330	1,200	0	1,200	68.08	.00	363.00	69.8%
15050500 50333	0	0	0	6,251.25	122.52	-68.08	100.0%
15050500 50351	10,000	0	10,000	1,039.54	19.35	3,626.23	63.7%
15050500 50352	1,600	0	1,600	49.45	.00	541.11	66.2%
15050500 50360	3,000	0	3,000	214.77	.00	2,950.55	1.6%
15050500 50363	15,000	0	15,000	7,967.08	98.90	14,785.23	1.4%
15050500 50366	15,000	0	15,000	54,078.10	3,181.94	5,000.00	53.8%
15050500 50367	5,000	0	5,000	75.00	.00	3,666.00	.0%
15050500 50370	4,000	0	4,000	334.00	.00	-17,260.04	143.2%
15050500 50371	9,000	0	9,000	6,787.14	-449.38	1,493.08	84.4%
15050500 50376	7,500	0	7,500	2,792.64	375.00	1,162.24	83.5%
15050500 50377	4,500	0	4,500	8,204.18	.00	1,332.36	70.4%
15050500 50378	5,000	0	5,000	53.99	.00	13,795.82	37.3%
15050500 50401	4,000	0	4,000	75.00	.00	4,946.01	1.1%
15050500 50402	0	0	0	288.52	54.42	-54.42	100.0%
15050500 50412	500	0	500	22,806.00	7.50	203.98	59.2%
15050500 50413	1,200	0	1,200	118.00	.00	1,200.00	.0%
15050500 50430	26,400	0	26,400	2,635.33	60.20	3,594.00	86.4%
15050500 50455	375	0	375	85.44	67.33	1,937.34	47.5%
15050500 50511	4,640	0	4,640	4,174.80	56.96	417.60	58.2%
15050500 50512	560	0	560	5,982.69	.00	20,825.20	25.4%
15050500 50513	25,000	0	25,000	3,811.08	5.12	2,012.19	16.7%
15050500 50535	8,000	0	8,000	951.50	.00	-811.08	127.0%
15050500 50536	3,000	0	3,000	3,400.00	.00	1,500.00	.0%
15050500 50537	1,500	0	1,500	259.26	.00	4,048.50	19.0%
15050500 50538	5,000	0	5,000	15,335.00	.00	2,600.00	56.7%
15050500 50539	6,000	0	6,000	20,000	.00	1,000.00	.0%
15050500 50541	6,000	0	6,000	475,000	.00	6,000.00	.0%
15050500 50544	1,000	0	1,000	20,965.54	.00	2,740.74	8.6%
15050500 50545	3,000	0	3,000	15,335.00	.00	-965.00	104.8%
15050500 50548	20,000	0	20,000	330,575.39	.00	4,565.00	77.2%
15050500 50720	20,000	0	20,000			144,424.61	69.6%
15050500 50770	475,000	0	475,000				

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Town of Lisbon
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FOR 2020 12

ACCOUNTS FOR:
1000 General Fund

ORIGINAL APPROP TRANSFRS/
ADJUSTMENTS REVISED
BUDGET YTD EXPENDED ENCUMBRANCES AVAILABLE
BUDGET PCT
USED

510 Winter Operations

15051000 50140 Overtime
15051000 50201 Unemployment Cos
15051000 50202 Workers Comp Ins
15051000 50210 MEPRS - Employee
15051000 50230 FICA Employer Co
15051000 50303 Other Supplies
15051000 50370 Parts - Supplies
15051000 50451 Contracted Profe

65,000 0 65,000 41,056.64 -00 23,943.36 63.2%
172 0 172 0 0 172.00 0%
5,716 0 5,716 3,874.64 0 1,841.36 67.8%
6,500 0 6,500 3,383.32 0 3,116.68 52.1%
4,972 0 4,972 2,983.70 0 1,988.30 60.0%
150,000 0 150,000 107,882.49 0 42,117.51 71.9%
15,000 0 15,000 20,485.70 1,241.58 144.8%*
53,000 0 53,000 41,665.00 8,333.00 3,002.00 94.3%

520 Solid Waste

15052000 50104 Non Supervisory
15052000 50140 Overtime wages
15052000 50201 Unemployment Cos
15052000 50202 Workers Comp Ins
15052000 50210 MEPRS - Employee
15052000 50220 Health Insurance
15052000 50230 FICA Employer Co
15052000 50301 Office Supplies
15052000 50302 Operating suppli
15052000 50306 Postage
15052000 50307 Advertising
15052000 50308 Printing
15052000 50330 Drug Testing
15052000 50351 Clothing/Boot Al
15052000 50352 Cell Phone allow
15052000 50368 Hauling
15052000 50369 Land Fill
15052000 50370 Parts - Supplies
15052000 50377 Diesel
15052000 50378 Tires Expense
15052000 50401 Professional Dev
15052000 50413 Mileage/ travel
15052000 50430 Filing fees/lice
15052000 50431 Water usage fees
15052000 50512 Telephone
15052000 50513 Sewer Expense
15052000 50536 R&M: Equipment
15052000 50556 Trash Removal

150,090 0 150,090 97,506.67 0 52,583.33 65.0%
858 0 858 310.39 0 -310.39 100.0%*
7,800 0 7,800 3,885.67 0 3,914.33 49.8%
11,890 0 11,890 8,159.30 0 3,730.70 68.6%
67,800 0 67,800 29,620.36 0 38,179.64 43.7%
11,482 0 11,482 6,757.55 0 4,724.45 58.9%
500 0 500 50.21 0 449.79 10.0%
6,000 0 6,000 3,031.59 1,390.42 1,577.99 73.7%
80 0 80 28.23 0 51.77 35.3%
100 0 100 0 0 100.00 100.0%
1,200 0 1,200 136.38 0 1,063.62 11.4%
350 0 350 97.00 0 253.00 27.7%
2,500 0 2,500 1,419.43 0 1,080.57 56.8%
420 0 420 280.00 0 140.00 66.7%
10,800 0 10,800 2,338.68 0 10,800.00 100.0%
4,000 0 4,000 12,565.45 501.25 1,160.07 71.0%
8,000 0 8,000 6,275.84 0 -4,565.45 157.1%*
4,500 0 4,500 0 0 -275.84 104.6%*
250 0 250 123.59 0 250.00 100.0%
250 0 250 198.00 0 126.41 49.4%
700 0 700 948.32 0 502.00 28.3%
2,500 0 2,500 973.02 474.16 1,077.52 56.9%
1,600 0 1,600 178.00 67.32 559.66 65.0%
500 0 500 827.00 135.28 186.72 62.7%
5,000 0 5,000 197,031.85 450.00 4,173.00 16.5%
285,000 164 285,164 87,682.15 69.3%

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ACCOUNTS FOR:		ORIGINAL	TRANSFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
1000	General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
15052000	53100 Capital Improvem	50,000	0	50,000	.00	50,000.00	.00	100.0%
535	Other Public Works							
15053500	50510 Electricity	107,000	0	107,000	59,596.86	7,850.12	39,553.02	63.0%
15053500	50534 Hydrant Rental	406,000	0	406,000	304,500.00	.00	101,500.00	75.0%
15053500	50536 R&M: Equipment	8,500	0	8,500	3,481.07	.00	5,018.93	41.0%
TOTAL Public Works		3,047,909	164	3,048,073	2,014,480.84	74,211.65	959,380.51	68.5%
60	Culture & Recreation							
605	Library							
16060500	50102 Department Head	54,892	0	54,892	38,648.01	.00	16,243.99	70.4%
16060500	50104 Non Supervisory	107,080	0	107,080	79,170.36	.00	27,909.64	73.9%
16060500	50201 Unemployment Cos	1,071	0	1,071	.00	.00	1,071.00	.0%
16060500	50202 Workers Comp Ins	798	0	798	523.79	.00	274.21	65.6%
16060500	50210 MEPRS - Employee	12,966	0	12,966	9,176.24	.00	3,789.76	70.8%
16060500	50220 Health Insurance	72,071	0	72,071	44,472.30	.00	27,598.70	61.7%
16060500	50230 FICA Employer Co	12,391	0	12,391	8,210.12	.00	4,180.88	66.3%
16060500	50301 Office Supplies	3,885	0	3,885	2,581.06	.00	1,303.94	66.4%
16060500	50302 Operating suppli	38,968	628	39,596	17,289.49	1,760.96	20,545.78	48.1%
16060500	50306 Postage	1,605	0	1,605	977.64	.00	627.36	60.9%
16060500	50308 Printing	550	0	550	.00	.00	550.00	.0%
16060500	50352 Cell Phone/Allow	420	0	420	280.00	.00	140.00	66.7%
16060500	50401 Professional Dev	550	0	550	75.00	.00	475.00	13.6%
16060500	50402 Dues and Members	200	0	200	.00	.00	200.00	.0%
16060500	50413 Mileage/ travel	300	0	300	.00	.00	300.00	.0%
16060500	50511 Water usage fees	225	0	225	159.31	.00	65.69	70.8%
16060500	50512 Telephone	2,950	0	2,950	1,285.69	.00	1,664.31	43.6%
16060500	50513 Sewer Expense	145	0	145	107.34	.00	37.66	74.0%
16060500	50533 Rentals of Equip	600	0	600	146.25	.00	453.75	24.4%
16060500	50536 R&M: Equipment	650	0	650	318.25	34.00	297.75	54.2%
615	Parks & Recreation							
16061500	29653 MTM Seniors Prog	0	0	0	308.97	1,509.64	-1,818.61	100.0%*
16061500	50102 Department Head	62,851	0	62,851	43,995.38	.00	18,855.62	70.0%

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YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16061500 50104 Non Supervisory	162,085	0	162,085	114,852.66	.00	47,232.34	70.9%
16061500 50130 Temporary/season	136,650	0	136,650	111,881.57	.00	24,768.43	81.9%
16061500 50140 Overtime	6,302	0	6,302	6,503.08	.00	-201.08	103.2%
16061500 50201 Unemployment Cos	3,595	0	3,595	.00	.00	3,595.00	.0%
16061500 50202 Workers Comp Ins	17,903	0	17,903	12,860.09	.00	5,042.91	71.8%
16061500 50210 MEPSERS - Employee	10,166	0	10,166	8,506.88	.00	1,659.12	83.7%
16061500 50220 Health Insurance	61,245	0	61,245	40,880.22	.00	20,364.78	66.7%
16061500 50230 FICA Employer Co	28,144	0	28,144	20,261.94	.00	7,882.06	72.0%
16061500 50301 Office Supplies	1,200	0	1,200	803.61	.00	396.39	67.0%
16061500 50302 Operating suppli	41,700	637	42,337	21,718.89	2,784.89	17,833.57	57.9%
16061500 50306 Postage	200	0	200	11.00	.00	189.00	5.5%
16061500 50307 Advertising	500	0	500	712.10	.00	-212.10	142.4%
16061500 50352 Cell Phone/Allow	420	0	420	315.00	.00	105.00	75.0%
16061500 50355 Co-Ed Softball/F	12,000	0	12,000	7,752.13	.00	4,247.87	64.6%
16061500 50356 Summer Trips	31,000	0	31,000	22,483.72	.00	8,516.28	72.5%
16061500 50357 Sunshine Hall	3,000	0	3,000	2,282.51	.00	717.49	76.1%
16061500 50358 New Programs	8,000	0	8,000	5,044.31	.00	2,955.69	63.1%
16061500 50359 Officials	3,400	0	3,400	3,592.66	.00	-192.66	105.7%
16061500 50375 Gas	4,000	0	4,000	3,041.04	.00	958.96	76.0%
16061500 50377 Diesel	1,400	0	1,400	1,076.82	.00	323.18	76.9%
16061500 50380 Uniforms/safety	1,500	0	1,500	430.99	.00	69.01	86.2%
16061500 50401 Professional Dev	1,200	0	1,200	140.00	85.00	975.00	18.8%
16061500 50414 Senior Meals Exp	7,000	0	7,000	4,395.77	.00	2,604.23	62.8%
16061500 50483 Security System	360	0	360	270.00	.00	90.00	75.0%
16061500 50501 Vehicle Repairs	3,000	0	3,000	3,150.88	.00	-150.88	105.0%
16061500 50510 Electricity	1,312	0	1,312	1,166.00	.00	146.00	55.3%
16061500 50511 Water Usage	3,800	0	3,800	1,119.12	527.16	-334.28	125.5%
16061500 50512 Telephone	1,000	0	1,000	3,680.24	69.98	49.78	98.7%
16061500 50513 Sewer Expense	2,200	0	2,200	284.80	320.40	394.80	60.5%
16061500 50522 Space Rental	5,000	0	5,000	2,070.00	.00	130.00	94.1%
16061500 50536 R&M: Equipment	9,200	0	9,200	2,523.33	837.60	1,639.07	67.2%
16061500 50541 Grounds maintena	5,000	0	5,000	2,285.68	164.00	6,750.32	26.0%
16061500 50542 River Trail main	4,690	0	4,690	4,028.25	.00	971.75	80.6%
16061500 50543 R&M: Green Thumb	1,150	0	1,150	2,113.37	.00	2,576.63	45.1%
16061500 50556 Trash Removal	1,150	0	1,150	825.49	134.26	190.25	83.5%

620 Other Public Services

16062000 50442 Transportation_s	42,000	0	42,000	30,000.00	.00	12,000.00	71.4%
16062000 50650 Historical Socie	2,000	0	2,000	.00	.00	2,000.00	.0%
16062000 50651 LACO	1,000	0	1,000	.00	.00	1,000.00	.0%
16062000 50652 Memorial Day	1,800	0	1,800	.00	.00	1,800.00	.0%
16062000 50653 MMA	7,875	0	7,875	8,078.00	.00	-203.00	102.6%

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ACCOUNTS FOR:
1000 General Fund

AVAILABLE
BUDGET

ENCUMBRANCES

YTD EXPENDED

REVISED
BUDGET

TRANSFERS/
ADJUSTMENTS

ORIGINAL
APPROP

1,008,465

1,265

1,009,730

697,867.15

8,227.89

303,635.34

69.9%

TOTAL Culture & Recreation

70 Economic Development

705 Economic Development

17070500 29780 Brownfields Gran
17070500 29785 Downtown Grant 1
17070500 29787 Downtown Grant 1
17070500 50102 Department Head
17070500 50201 Unemployment Cos
17070500 50202 Workers Comp Ins
17070500 50210 MEMBERS - Employee
17070500 50220 Health Insurance
17070500 50230 FICA Employer Co
17070500 50301 Office Supplies
17070500 50302 Operating suppli
17070500 50306 Postage
17070500 50307 Advertising
17070500 50352 Cell Phone/Allow
17070500 50401 Professional emp
17070500 50402 Dues and Members
17070500 50406 AVCOG Dues
17070500 50412 Meal allowance
17070500 50413 Mileage/ travel

TOTAL Economic Development

85 Intergovernmental

850 County Tax

18085000 50405 PSAP Fees
18085000 50920 County tax

TOTAL Intergovernmental

TOTAL General Fund

TOTAL EXPENSES

-7,784.07
-95,208.94
-1,590.45
26,738.26
172.00
64.90
2,964.63
9,672.04
2,047.38
442.15
1,989.39
1,350.00
3,500.00
226.00
3,500.00
2,700.00
500.00
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162.10
3,138.37
2,936.96
2,399.62
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175.00
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300.00
9,295.12
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3,000
3,350
3,500
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3,500
3,000
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500
1,000

104,696

153,392.83

19.00

-48,715.83

146.5%

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1,892.10
1,892.10

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18,918.90
722,336.65

20,811
722,337

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0

743,148

16,848,662

16,848,662

4,379

10,693,600.49

116,762.12

90.9%

99.7%

64.1%

6,042,678.87

6,042,678.87

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ACCOUNTS FOR:
3000 Debt Service

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
80 Debt Service							
810 Debt Service-Bonds							
38081000 53400 2005 Bond Princi	31,226	0	31,226	31,226.00	.00	.00	100.0%
38081000 53401 2006 Bond Princi	36,000	0	36,000	36,000.00	.00	.00	100.0%
38081000 53402 2009 Bond Princi	131,086	0	131,086	131,086.01	.00	.01	100.0%*
38081000 53403 2010 Bond Princi	53,500	0	53,500	53,040.00	.00	460.00	99.18%
38081000 53404 2011 Bond Princi	27,000	0	27,000	27,000.00	.00	.00	100.0%
38081000 53405 2014 OECB Princi	26,880	0	26,880	26,879.77	.00	.23	100.0%
38081000 53406 2017 Bond Princi	150,000	0	150,000	150,000.00	.00	.00	100.0%
38081000 53600 2005 Bond Intere	1,066	0	1,066	.00	.00	1,066.00	.0%
38081000 53601 2006 Bond Intere	1,684	0	1,684	.00	.00	1,684.00	.0%
38081000 53603 2010 Bond Intere	18,191	0	18,191	9,876.81	.00	8,314.19	54.3%
38081000 53604 2011 Bond Intere	338	0	338	337.50	.00	.50	99.9%
38081000 53605 2014 OECB Intere	27,905	0	27,905	27,905.05	.00	-.05	100.0%*
38081000 53607 2017 Bond Intere	27,240	0	27,240	27,240.00	.00	.00	100.0%
TOTAL Debt Service	531,116	0	531,116	520,591.14	.00	10,524.86	98.0%
TOTAL Debt Service	531,116	0	531,116	520,591.14	.00	10,524.86	98.0%
TOTAL EXPENSES	531,116	0	531,116	520,591.14	.00	10,524.86	

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ACCOUNTS FOR:
6000 Sewer Fund

50 Public Works

525 Treatment Plant

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
65052500 50102 Department Head	83,963	0	83,963	61,357.22	.00	22,605.78	73.1%
65052500 50104 Non-Supervisory	197,947	0	197,947	126,935.30	.00	71,011.70	64.1%
65052500 50107 Admin Wages	14,191	0	14,191	.00	.00	14,191.00	.0%
65052500 50140 Overtime wages	23,500	0	23,500	13,236.88	.00	10,263.12	56.3%
65052500 50201 Unemployment Cos	1,030	0	1,030	.00	.00	1,030.00	.0%
65052500 50202 Workers compensa	14,433	0	14,433	9,007.49	.00	5,425.51	62.4%
65052500 50210 Maine State reti	25,472	0	25,472	16,306.13	.00	9,165.87	64.0%
65052500 50215 Admin Benefits	6,531	0	6,531	.00	.00	6,531.00	.0%
65052500 50220 Health insurance	76,188	0	76,188	48,710.00	.00	27,478.00	63.9%
65052500 50221 HRA Costs	3,218	0	3,218	1,275.96	.00	1,942.04	39.7%
65052500 50230 FICA taxes	23,402	0	23,402	14,398.78	.00	9,003.22	61.5%
65052500 50301 Office supplies	2,500	0	2,500	1,801.76	39.80	658.44	73.7%
65052500 50302 Operating suppli	0	732	732	.00	.00	731.50	.0%
65052500 50303 Other Supplies	41,500	0	41,500	16,872.52	21.30	24,606.18	40.7%
65052500 50306 Postage	8,500	0	8,500	2,885.59	.00	5,614.41	33.9%
65052500 50307 Advertising	200	0	200	712.10	.00	-512.10	356.1%*
65052500 50331 Small Tools	3,000	0	3,000	1,149.88	155.96	1,694.16	43.5%
65052500 50351 Clothing/Boot Al	4,500	0	4,500	2,321.52	.00	2,178.48	51.6%
65052500 50352 Cell Phone allow	2,441	0	2,441	1,373.32	171.39	896.29	63.3%
65052500 50375 Gas	4,600	0	4,600	2,525.39	.00	1,674.61	63.6%
65052500 50377 Diesel	5,200	0	5,200	781.86	.00	4,418.14	15.0%
65052500 50401 Professional emp	2,500	0	2,500	1,636.00	1,070.00	-206.00	108.2%*
65052500 50413 Mileage/Travel R	300	0	300	.00	.00	300.00	.0%
65052500 50430 Filing fees/lce	1,500	0	1,500	1,473.94	.00	26.06	98.3%
65052500 50450 Legal expense	1,000	0	1,000	.00	.00	1,000.00	.0%
65052500 50452 Audit services	2,550	0	2,550	500.00	83.33	1,966.67	22.9%
65052500 50453 Professional Serv	10,000	0	10,000	3,318.58	.00	6,681.42	33.2%
65052500 50483 Security System	1,800	0	1,800	944.38	.00	855.62	52.5%
65052500 50510 Electricity	97,000	0	97,000	67,373.24	.00	29,626.76	69.5%
65052500 50511 Water usage fees	12,500	0	12,500	13,325.38	1,020.16	-1,845.54	114.8%*
65052500 50512 Telephone	2,540	0	2,540	1,262.03	.00	1,277.97	49.7%
65052500 50514 Heating Fuel	7,500	0	7,500	8,267.42	.00	-767.42	110.2%*
65052500 50539 R&M: Catch Basin	7,500	0	7,500	1,746.40	.00	5,753.60	23.3%
65052500 50546 R & M: SEWER	72,000	295	72,295	38,659.55	4,035.95	29,599.50	59.1%
65052500 50550 Meter Read	10,000	0	10,000	9,891.06	.00	108.94	98.9%
65052500 50553 Sludge Disposal	81,000	0	81,000	53,961.76	.00	27,038.24	66.6%
65052500 50556 Trash Removal	1,700	0	1,700	1,080.08	135.51	484.41	71.5%

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Town of Lisbon
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ACCOUNTS FOR:
6000 Sewer Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
65052500 50557 CCTV & Cleaning	10,000	0	10,000	.00	.00	10,000.00	.0%
65052500 50601 General Liabilit	2,599	0	2,599	2,582.30	.00	16.70	99.4%
65052500 50602 Vehicle Insuranc	1,054	0	1,054	1,054.00	.00	.00	100.0%
65052500 50604 Property Insuran	6,777	0	6,777	6,793.00	.00	-16.00	100.2%
65052500 50750 Improvements oth	150,000	0	150,000	.00	3,625.00	146,375.00	2.4%
65052500 50806 Bond Administrat	2,200	0	2,200	.00	.00	2,200.00	.0%
65052500 53307 Vector Lease	37,313	0	37,313	37,312.94	.00	.06	100.0%
65052500 53400 2004 FR Bond Pri	17,500	0	17,500	17,500.00	.00	.00	100.0%
65052500 53401 2005 FR Bond Pri	25,000	0	25,000	25,000.00	.00	.00	100.0%
65052500 53405 2014 OECR Princel	10,453	0	10,453	10,453.25	.00	-25	100.0%
65052500 53600 2004 FR Bond Int	2,360	0	2,360	2,360.42	.00	-42	100.0%
65052500 53601 2005 FR Bond Int	3,690	0	3,690	3,689.94	.00	.06	100.0%
65052500 53605 2014 OECR Intake	10,852	0	10,852	10,851.96	.00	.04	100.0%
TOTAL Public Works	1,133,504	1,027	1,134,531	643,089.33	10,358.40	481,082.77	57.6%
TOTAL Sewer Fund	1,133,504	1,027	1,134,531	643,089.33	10,358.40	481,082.77	57.6%
TOTAL EXPENSES	1,133,504	1,027	1,134,531	643,089.33	10,358.40	481,082.77	



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



To: Lisbon Town Council

Department Monthly Report: February 2020

In the month of February, the Fire Department responded to 24 calls for service (includes inspections, various investigations, and complaints, such as unpermitted burns). This is a decrease from the 38, the month before. This is also the slowest month this fiscal year (with an average of 36.7). The Department responded to 4 requests for the Fire Department First Responders. Out of the 4 requested, we were canceled 1 time. The Department responded to 2 request to assist Lisbon Emergency this past month, 1 of which we were canceled on.

In the month of February we responded to 2 requests for mutual aid. 1 to the Town of Durham and 1 to the Town of Sabattus

The month of February has been a slow month as it relates to call responses. However this doesn't mean that members of the Department haven't been busy. With arrival of the new truck, members have been busy receiving in service training and getting the vehicle set up for equipment.



The in service training consisted of two evenings and a morning of training with a factory authorized training official. Then the members have to get out and get time behind the wheel and pump panel so they can be proficient before the truck goes into service.

As part of the regular monthly training, members were able to take advantage of an "SCBA Air Management" confidence trailer, from the Maine Fire Service Institute. This is great tool for SCBA's to maintain, sharpen, and improve their use of the self-contained breathing apparatus (SCBA).



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



Month of February incident type break down.

Incident Type	Occurrences
Building fire	2
Excessive heat, scorch burns with no ignition	1
Medical assist, assist EMS crew	1
EMS Call, excluding vehicle accident with injuries	3
Motor vehicle accident with injuries	2
Motor vehicle accident with no injuries	1
Carbon monoxide incident	1
Service Call, other	1
Public service assistance, other	1
Public service	1
Good intent call, other	1
Dispatched, canceled en route	3
Authorized controlled burning	1
Smoke scare, odor of smoke	1
System malfunction, other	1
Smoke detector activation due to malfunction	1
CO detector activation due to malfunction	1
Smoke detector activation, no fire – unintentional	1
Total:	24

Respectfully submitted

A handwritten signature in black ink, appearing to read "N. LeClair".

Nathan LeClair

Fire Chief

LIBRARY DEPARTMENT

TOWN COUNCIL /TOWN MANAGER MONTHLY REPORT

February 2020

Adult Books	1,040	Adult DVD's	289
Juvenile Books	998	Juvenile DVD's	202
Audio Books	89	Periodicals	87
ILL In	249	ILL Out	284
E-Readers Users	39	E-Reader Downloads	101
Adult Room Count	1,309	Juvenile Room Count	450
Patron Use Computers	299	New Patrons	29
Sat AM Storytime	17	Thursday PM Storytime	8
Legos Club	Cancelled snowstorm	Jigsaw Puzzle Night	4
Crafts	31	Steam Lab Program	0
MTM Center Program	28	Creative Writing Club	2
Video Game Night	5	Coloring Club	6
Reciprocal Lisbon Patrons Visit other Lib.	0 with 0 items checked	<i>Playhouse Use</i>	<i>Closed for Winter</i>
Reciprocal Patrons from other lib.visit Lisbon Lib	<i>6 with 19 items checked</i>	<i>Heart & Soul Storytime 3-5 years old visit lib</i>	<i>12</i>
Soul 2 Soul Day Care	20	<i>School Vac. Program</i>	<i>10</i>
Ages 18-30 months			

*Library closed 2/17/2020 President's Day

Our statistics continue to show that library patrons and Lisbon citizens are pleased with our services and materials. The library saw an increase in the number of Lisbon residents seeking federal tax forms for their tax preparation needs. The library is the only Lisbon location to provide the tax forms this year. We did not receive the total amount we requested from the IRS therefore we will offer copies of the form until April 15, 2021. Many residents now rely on our public use computers to file their taxes on-line.

The Inter Library Loan Service was also very popular in February with many of our patrons requesting DVD's, audio books and titles not available in our collection. The 284 outgoing ILL transactions last month verifies the importance of the Lisbon Library's collection and participation in the MILS statewide System.

We are happy to inform the Town Councilors that the Library Department is fully staffed. This has made a tremendous difference in scheduling and our children's outreach programs. Miss Wheeler is learning quickly and patrons like her. Megan Lavigne has begun the process to advertise our 6-week Summer

Intern position. This position is scheduled to begin June 29, 2020 through August 7, 2020. We hope to continue the tradition of giving a local teen an opportunity to learn skills and have a summer job.

The Library Department continues to fulfill our goals for 2020. I had expressed our goal to expand our "Library Outreach" programs. Bill Meakin, our Children Librarian has two programs for the children from the Main St. Soul 2 Soul Daycare. He has been visiting the Soul 2 Soul program every Tuesday for several months for a Storytime program. This part of the daycare is for children ages 18 to 30 months. We added another Storytime program for the other part of the daycare called Heart to Soul that has 3-5 year-old children. This older group of children now walk up to the library every Thursday morning for their Storytime program. This is a wonderful opportunity to collaborate with our Main Street businesses while providing services to the children of the community.

I am happy to inform the Town Councilors that as part of our "Happy 200th Birthday Maine Summer Reading Program" we have purchased two Maine State Park passes for the citizens of Lisbon. We feel it is important for the children and their families to celebrate and explore our wonderful state this summer. We purchased the two passes ((\$105 each) with proceeds from the Summer Reading Program fundraising account. Town Manager, Diane Barnes, suggested that one pass be dedicated to our community's active duty military personnel and U.S. Veterans and their families. The other pass will be available to the rest of our Lisbon community. The pass allows a one-day pass for a family to visit more than 30 state parks throughout the spring and summer season.

The Library has also purchased 1 pass (\$60) to the Maine State Museum as part of our Maine themed Summer Reading Program. This pass allows 4 people admission to the museum. We are pleased to offer our community fun, educational and free programs. All passes will require current library membership cards for any adult over the age of 18. I will keep the Town Council and Town Manager informed as we roll out the passes to our community.

The front window area on the first floor of the library has also been given a new fresh look. The library has had 2 conference tables for many years. The conference table in the front window on the first floor was needed in the Children's Room to accommodate more children for crafts, science projects and Lego building. The other large table is in the back room on the first floor and is available for meetings, home school groups and Veterans who meet with their representatives. Patrons and Lisbon citizens have asked for more convenient seating and tables to accommodate their electronic devices and more privacy than a large conference table provides. Since we needed the large table for children's programs, we took the opportunity to purchase 2 small round tables, similar to the one outside the Town Clerk's office. They were very affordable and we were able to use the chairs we already had. We added a colorful area rug, a large potted plant and brought up our Keurig coffee maker from the kitchen to offer Lisbon residents and visitors to our community a more inviting, comfortable and efficient place to visit. I encourage Town Councilors to stop by to see our "new look front window area."

Respectfully submitted,

Diane I. Nadeau

Library Director



TOWN OF LISBON

Mark Stevens

Lisbon Parks & Recreation Director

18 School Street

Lisbon Falls, ME 04250

(207) 353-2289

mstevens@lisbonme.org

TO: Diane Barnes; Town Manager

SUBJECT: February Report

DATE: March 12, 2020

What happened to the Winter of 2020? We had unseasonably warm temps with a few good snow storms between the 50 degree temps in February. Unfortunately our skating season was a wash. We were able to flood the community ice rink a few times during the coldest evenings, but the warm sun just melted it away the next day. We only had many weeks of groomed cross country ski trails this winter at Beaver Park. We received a lot of positive feedback because of the new groomer.

The Androscoggin River Trail and the Miller Trail was open for walkers and joggers in February. People are taking advantage of an early spring like weather to get out and enjoy the fresh air.

Our fitness center spiked to 192 participants in February. Health and fitness seems to be a priority in Lisbon.

Budget work and planning for our summer programs have been our focus in the office during the month of February.

The high winds blew over our informational marquee at the boat launch. No one was hurt. Thank you PW for delivering the fixture to Beaver Park for repairs.

Conservation Commission has gotten a couple of estimates to have a forester do a full survey of Beaver Park. Our goal is to update the forestry plan and move forward on clearing out sick and dead trees. More information coming.



Moxie planning, summer events and programs planning happen in February.



Lisbon Police Department

A Community Policing Agency

300 Lisbon St.
Lisbon, ME 04250

Marc R. Hagan
Chief of Police

Report to Council
March 2020
Police Department

In the month of February, the police department received 984 requests for police assistance. There were a total of 58 criminal investigations, and 11 persons were arrested or charged with criminal violations. There were a total of 11 motor vehicle crashes, and 260 motor vehicle stops occurred during directed traffic enforcement details.

During the month of January the department had started the process to name a new Detective. We are pleased to announce that Officer Chris Sibley has been designated to fill this position. Officer Sibley is an 18-year veteran of the Portland Police Department who came to Lisbon in October of 2019. Chris has numerous letters of accommodation from his year's in Portland and we are excited to see what cases he will break open for us here in Lisbon. Sibley will begin his tenure in the criminal investigations bureau upon our filling of a current open patrol position.

Patrol personnel completed annual training in use of the department Tasers during the month of February. Officer Sibley volunteered to show other personnel the effects of the Taser first-hand when he agreed to have the device used upon himself for a standard 5-second application for training purposes. Upon viewing the effects on Officer Sibley there were no further volunteers.

Patrol personnel also completed our first annual training on the use of "Less Lethal Munitions". You may recall that the department transferred its' 12-gauge shotguns over to carry less-lethal bean bag rounds in efforts to provide agency members with another life-saving option in situations that would often require deadly force. Less-lethal bean bag rounds are effective out to a distance of 75 feet, compared to 25 feet for a Taser. The weapons use the kinetic energy of a bean bag round striking the suspect, or person in crisis, in hopes of encouraging them to drop any weapon they may have prior to officers being forced to use alternative measures.

The Police Department is currently attempting to fill an open patrol position, with interviews slated for next week. The continuation of budget season, and contract negotiations, continued to fill the majority of spare time during February. The department has also stopped their work on a grant for a second School Resource Officer position when the potential matching costs to the Municipal and School budgets were found to be in vast excess of what was anticipated during initial review. This partnership will be reviewed again in the fall when financial futures may be more transparent than currently known.

Thank you.
Marc R. Hagan
Chief of Police

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER
FROM: RANDY CYR
SUBJECT: FEBRUARY 2020, MONTHLY REPORT
DATE: MARCH 4, 2020

Public Works – In the month of February there were several snow/ice/rain storms we actioned on by pretreating roads, plowing and conducting spot checks on routes. Continued prepping all equipment for winter operations, changing blades, greasing and maintenance checks, moving salt to ensure 100% serviceability. Conducted snow removal operations at the town office. Cleaned up on the streets from the wind and rain storm. Investigated resident and dispatch calls for potholes, ditching and drainage issues as well as policing up trash. Conducted maintenance on wood chipper and cut brush and trees in the Worumbo area prepping for future project. Cleaned up around the shop as usual for cleanliness and organization. Went and received quotes for new truck. Cleared lot on Mill St for Fire Department training. Mechanics continued working on vehicles/equipment to ensure inspections were completed and safe for operation as well as maintaining plow routes.

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

<u>Item</u>	<u>Tonnage</u>
Single Stream	5.04
Trash	187.20
Bulky Waste	11.97
Wood	13.09
Freon	37 units
Cardboard	23.06 @ \$15 per ton = \$345.00
Mixed paper	no cost /no revenue

MEMORANDUM FROM THE SEWER SUPERINTENDENT

TO: DIANE BARNES, TOWN MANAGER
FROM: STEVE AIEVOLI
SUBJECT: FEBRUARY 2020 MONTHLY REPORT
DATE: MARCH 12, 2020

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

- Replaced the flooring in the administration building lobby and hallway
- Worked on the windows in the Superintendent's office. Making them more weather tight.
- Inspected the cross country lines
- worked on a control issue at the Summer Street pump station
- Plowed the treatment plant and pump stations after the storms we received
- Inspected the Worumbo Mill property, investigating the location for signs of the sewer line that was used for the mill building. Nothing was found.

Please contact me if you have any questions.

MARCH 2020

TOWN CLERK & ELECTION DEPARTMENT TWILA LYCETTE, CMC/MMC

Elections: Since the last report we processed 301 voter registration cards from the March 3 Election, office, and Bureau of Motor Vehicle. Verification of residency post cards were mailed when necessary. 2,353 voters cast ballots, which is 35%. Results were emailed to the media, State Election Office, posted online, and prepared for Council ratification.

Preparation for the June 9 Primary and School Budget Validation Referendum Election has begun. Haley McCrater created the school budget timeline, posting date was determined, and the facilities application has been submitted to reserve the gym at the Lisbon High School. The School Warrant may be ready for the agenda April 7 or April 21.

The Secretary of State on April 14 & 15 will hold Election Day and Voter Registration training at the Augusta Civic Center. All staff will be scheduled to attend one day or the other.

Non-party nomination papers are being certified at this time. All party nomination papers have been certified by now and are due in Augusta on Monday, March 16. Since February we processed approximately 100 petitions. Dropping off petitions requires documenting the date, petition name, by whom it was left, and after certifying names, we record who picked it up, when it was picked up and how many signatures were valid. We call circulators when their petitions are ready to be picked up.

Caucuses were held. The Town Clerk was present to register and enroll voters as required. The Republican Caucus was held on Saturday, March 7 in Lewiston for the county-wide event. The Democrat Caucus was held at Town Hall on Sunday, March 8.

The central voter registration (CVR) database was updated. 112 new voters were added, 188 voters changed address, 1 moved out of town, totaling 301 updated in CVR. I certified two petitions yesterday and one more came in today to be done before the end of the day. All cards need to be entered and scanned by the State's deadline.

Clerk: We are working when possible on the Annual Town Report. There are Election Deadlines for inputting voter history into CVR. The Annual Town Report will not be ready for printing by March 16 like last year. We do however hope to get that completed before the municipal budget public hearing.

Approximately 40 food vendor applications were mailed to local businesses for renewal, including the itinerant vendors. A list of food establishments were given to the Health Officer for him to conduct inspections. Approximately 12 mobile home park applications were mailed to local mobile home park owners. A list of mobile home owners was included for each park owner to update and return with their renewal fee. This revised list goes to the assessing department to update their records as required by April 1. These renewals should be on a April 21 agenda.

We are processing Liquor Licenses, Special Entertainment Permits, and Medical Marijuana Establishment renewals, along with new licenses. These include completed public records checks and appropriate department inspection certifications. We transcribed the minutes for February 4, Feb 18 and the March 10 Council Meeting Minutes. I transcribed the Assessment Review Board meetings minutes for February 13 finally. We posted notices on the website, at the Post Office, and sent appropriate ads to the Sun Journal for public hearings, voter registration hours, and ordinance amendments. The Deputy Clerk scanned and posted Council packets for February 8 and 18 on the website and sent the agenda in word and scanned attachments to Clerkbases. Agenda templates were created for the 2020 agendas and council recommendation memos. Meetings were scheduled on Lisbon's live stream to May 1 and on our website calendar through December 2020.

The Deputy and I downloaded Council Meeting Minutes from our livestreaming website and uploaded them to Clerkbases; we have a couple of meetings left to complete this archival project.

The Town Clerk prepared the 2020-2021 Clerk & Election budget, determining the number of elections for the next fiscal year along with how many election clerks will be needed for the Presidential Election this November. Requisitions for invoices were processed for ballots, ads, and attachments were scanned into MUNIS. Election Payroll was completed.

The Deputy transcribed the Planning Board Meeting Minutes for February 13 and February 27. Copies of handouts were filed with the Agenda in the appropriate record books.

Respectfully submitted, Twila Lycette