



AGENDA
COUNCIL MEETING
AUGUST 13, 2019
LISBON TOWN OFFICE
7:00 P.M.

Town Council

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

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

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

3. GOOD NEWS & RECOGNITION
4. PUBLIC HEARINGS
5. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS
6. CONSENT AGENDA

2019-158 ORDER- A. Municipal Accounts Payable & Payroll Warrants -

#7232019	\$11,113.40	# 7242019	\$ 9,759.00
#1907W3	\$18,597.64	# 190801	\$214,324.59
#99	\$8,915.56	#862019	\$466,833.29
#08082019	\$152695.35		

B. School Accounts Payable & Payroll Warrants -

#1003	\$269,357.37	#1004	\$9,426.26
#3	\$3,598.28	#1005	\$3,549.01
#5	\$795.64	#1006	\$310,374.11
#1007	\$270,976.69	#1008	\$9,453.00
#192	\$1,993.95	#2001	\$108,754.19

C. Minutes of July 16, 2019

D. Off Premise Catering Permit for Slovak Catholic Association

E. Timeline for Referendum Questions for November 5, 2019 Ballot

F. Set Public Hearings on September 3 for Bond Questions for the Lisbon Water Department's Infrastructure for \$6 million & Municipal Road Construction & Improvements for \$1.5 million

G. Cast a Ballot for candidates for MMA Vice President and Executive Committee Members

7. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

2019-159 ORDER – Contract Extension for Olver Associates Inc.

2019-160 ORDER – Authorization to Solicit Bids for New Police Department Server

2019-161 ORDER – Award bid for Skid Steer

2019-162 ORDER – 2019-2020 Salt Bid

2019-163 ORDER – Set Workshop for Solid Waste (9/17/2019 6pm)

8. OTHER BUSINESS

A. Council Committee Reports:

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

B. Town Manager's Report

C. DEP (Mill Street Dam Removal)

D. Department Head Written Reports

9. APPOINTMENTS

2019-164 ORDER – Sealer of Weights & Measurers

10. COUNCIL COMMUNICATIONS

11. AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS

12. EXECUTIVE SESSION-

2019-165 Per 1 MRSA Section 405(6)(c) Acquisition of Real Property or Economic Development

13. ADJOURNMENT

2019-166 ORDER – To Adjourn



Town of Lisbon

Diane Barnes
Town Manager

Town Council

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

MEMO

To: Town Council
From: Diane Barnes, Town Manager
Subject: Recommendations
Date: August 13, 2019

Agenda Item 2019-159 Contract Extension for Olver Associates Inc.

The Sewer Department is requesting an extension on the Olver Associates, Inc. contract in accordance with the existing terms and rates for another five-year period. Olver Associates staff has helped with numerous projects and documents in town. For just the Sewer Department, those projects included a complete sewer system evaluation, sewer rate survey, local limits study, Sewer Use Ordinance. Olver also secured a \$6.5m loan with a \$2.5m grant from U.S.D.A. Rural Development for the first phase of sewer replacements and infrastructure upgrades; they are designing and providing oversight/inspection services during construction of said projects to ensure compliance with Rural Development rules and regulations. Olver Associates has also provided engineering and design services to the Economic Development and Public Works Departments for several projects. There are still three other major projects that are still being designed and will be constructed with the final project scheduled to take place in 2022 if Maine D.O.T. can complete the Main Street rebuild by the most recent schedule they released.

Olver Associates Inc., has agreed to extend this contract with the existing terms and rates for another five year period.

Recommendation

Approve a five-year contract extension with Olver Associates Inc., for engineering services in accordance with the existing terms and rates and authorize the Town Manager to sign the same.

Agenda Item 2019-160 Authorization to Solicit Bids for New Police Department Server

The Police Department server is currently at its end of life and should be considered for replacement. In addition to the server age, Windows 2008 server will be nearing its end of life in early 2020. As part of the server replacement, upgrades to the operating systems are also necessary.

We anticipate the cost to replace the server and update the operating systems including labor to be approximately \$12,000-\$16,000. We carried forward \$15,000 from the FY 2019 Police Department budget to fund this project.

Recommendation

Authorize the Police Chief to solicit bids for a new server.

Agenda Item 2019-161 Award bid for Skid Steer

The Public Works Director sent out a request for Bids for a Skid-Steer loader based on the specifications noted in the bid packet. Bids were sent on July 22, 2019, to all of the companies wanting to submit a bid. Mr. Cyr reports those companies were Jordan Equipment, Milton CAT, Wallingford Equipment and Hammond Tractor. In order, the bids received and opened were as follows:

1. Jordan Equipment - \$49,568.95
2. Milton CAT - \$59,900.00
3. Wallingford Equipment - Did not submit a Bid
4. Hammond Tractor - Did not submit a Bid

The deadline to submit bids was July 30, 2019 at 10:00 am. After thorough review of each submitted bid, Mr. Cyr recommends the winning bid go to Jordan Equipment, due to the lower cost and, also because the specs within their bid packet meet our specification needs. The total amount requested from Unassigned Funds for this bid is \$49,568.95

Recommendation

Award the Skid Steer bid to Jordan Equipment for \$49,568.95 to be paid for from Unassigned Funds.

Agenda Item 2019-162 2019-2020 Salt Bid

The Public Works Director reports AVCOG has decided to accept a bid from Eastern Salt Company, Inc. in its entirety. Only three out of ten vendors submitted bids. The bid from Eastern Salt reflects a decrease from last year's prices of \$1.72/ton for the North and \$1.20/ton for the South.

To ensure municipalities receive this rate, the Town of Lisbon is required to purchase no less than 75% of our estimated salt quantity reported to AVCOG and may be more if we order above 125% of our estimate, which was 3,500 tons.

Salt Bid Results 2019-2020

Vendor	FOB Stockpile	North Region	North Region	South Region	South Region
		Base Bid	Quantity over 500 tons before Dec. 15	Base Bid	Quantity over 1,000 tons before Dec. 15
Cargill Deicing Technology	No Bid	No Bid	No Bid	No Bid	No Bid
Eastern Salt Company, Inc.	No Bid	61.63	61.63	57.00	57.00
Granite State Minerals	No Bid	No Bid	No Bid	No Bid	No Bid
Harcros Chemicals	No Bid	No Bid	No Bid	No Bid	No Bid
International Salt Company	No Bid	No Bid	No Bid	No Bid	No Bid
Mid-Atlantic Salt, LLC	No Bid	No Bid	No Bid	No Bid	No Bid
Monson Companies	No Bid	No Bid	No Bid	No Bid	No Bid
Morton Salt	71.00	71.96	71.96	71.96	71.96
New England Salt	59.00	60.88	60.88	No Bid	No Bid
Sel Warwick	No Bid	No Bid	No Bid	No Bid	No Bid

Recommendation

Award the Salt Bid to AVCOG at the price of \$57.00 per ton as needed to treat public roadways.



TOWN COUNCIL MEETING MINUTES JULY 16, 2019

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

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

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

VOTE (2019-149A) Councilor Albert, seconded by Councilor Larochelle moved to excused Councilor Kolbe's absence. **Order passed – Vote 5-0.**

GOOD NEWS & RECOGNITION

Councilor Albert commended the Recreation Department, specifically Mr. Stevens, Ms. Baumer, and the staff at the Police, Fire, and Public Works Departments, along with others who volunteered and contributed to this year's very successful Moxie Festival. He said he was so proud to be a part of this community. He announced, "Great work everyone."

Councilor Ward said he echoed that comment and recommended the committee get together to decompress and put in writing what went well and/or not well. There were a few items to address, such as the why the State of Maine Department of Health Engineering had not receive their list of food vendors this year so next year we can be on top of that. Councilor Larochelle said it went well and everyone had a few challenges to overcome, but it was so nice to hear about all of the good things happening.

PUBLIC HEARING

A. EASTCRAEFT INTINERANT / MASS GATHERING PERMIT FOR MAIN STREET BLOCK PARTY

The Chairman opened the public hearing. Maggie Oliver, the owner of Eastcraeft presented details on her application to hold a birthday party on Main Street for her 5-year anniversary in business. She said she plans to have five to eight art vendors and music. She indicated Ross Cunningham from Positive Change Lisbon offered their assistance. She indicated all the neighboring businesses were supportive when she contacted them. She mentioned that it will take more time to organize so she would like to come back to the Council with the date for the downtown block party. She requested Main Street be block off from Union to Route 196 on a Saturday night from 4PM to 9PM. She said there was no interest from Flux or Franks for a beer garden at this time, however, they may be interested in obtaining permission to rope off their sidewalk area to sell alcohol.

Ms. Oliver said she was looking to see if Council was okay with closing Main Street for her Birthday/Anniversary celebration sometime closer to October 5. She said all of the businesses downtown was welcome to participate. It should be a fund event for Main Street.

Councilor Albert said he was glad to hear that she was thinking about holding such an event in October, which would make a nice Segway into another local fall event. Ms. Oliver said a lot of the downtown businesses are closed anyway in the evening, but she would be flexible on the date if that needed to change.

Ashley Dupris said she grew up in Lisbon, moved away but came back to raise her family here. She said she loves to take her family to local events and loves the idea of having more things like this downtown. She said events like this make great opportunities for encouraging other businesses to locate or relocate to our Main Street.

Ross Cunningham reported that he has done many events like this and that he was willing to help. He said he loved the October timeframe and that he fully supports this event.

Councilor Ward suggested she come back to the Council in September with a date and additional information. Mr. Cyr said his department could provide the usual assistance with blocking off downtown and electricity for the band. Chief Hagan said he had no concerns and would be able to provide an officer that night.

Councilor Larochelle asked about parking. Ms. Oliver said the municipal parking lot should be fine along with the side streets in the area. She indicated she could give that some more thought. Councilor Larochelle asked about a rain date. Ms. Oliver said she would also give that some thought as well. Councilor Larochelle asked about event insurance. Ms. Oliver said she would look into that.

Seeing no further comments, the Chairman closed the public hearing.

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2019-149B) Councilor Ward, seconded by Councilor Albert moved to remove Item D Itinerant Vendor/Mass Gathering Permit and Street Closure for Main Street from the Consent Agenda. **Order passed - Vote 5-0.**

VOTE (2019-149C) Councilor Ward, seconded by Councilor Albert moved to place Item D Itinerant Vendor/Mass Gathering Permit and Street Closure for Main Street on a future agenda. **Order passed - Vote 5-0.**

VOTE (2019-149D) Councilor Ward, seconded by Councilor Albert moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

#6262019	\$8,883.08	#62819YE2	\$272,220.10
#MOXIE19	\$18,618.62	#7122019	\$20,384.00
#732019	\$16,815.03	#7112019	\$18,285.38
# 71619OYE	\$32,400.98	# 7162019	\$618,339.37
#190718	\$215,433.07	#1907W2	\$19,516.04
#190703	\$198,371.92	#1907W1	\$20,162.89
#1907ER	\$784.84		

B. School Accounts Payable & Payroll Warrants -

#1	\$2,482.14	#1000	\$274,429.22
#1001	\$12,386.48	#1002	\$18,791.96
#1071	\$325,601.09	#1922	\$19,411.92
#2000	\$332,179.08		

C. Minutes of June 25, 2019

Order passed – Vote 5-0.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

AUTHORIZATION TO SOLICIT BIDS FOR A SKID STEER W/BUCKET ATTACHMENT

INTRODUCTION: Randy Cyr requested Council approval to solicit bids for one (1) Skid Steer with Bucket Attachment. The desired equipment will be utilized by the Public Works Department for both on and off road work, to include operation in and around the Public Works Shop year round.

Mr. Cyr said successful bidders would need to meet all specified criteria for this machine and be chosen based on the town's budgetary principles and operational needs. The criteria to be used in reviewing bids for awarding the contract will include price and ability to meet or exceed technical requirements as well as based on standard equipment and delivery of said machine. He indicated the town shall have the right to select the most qualified bidder based on the evaluation of criteria within the Request for Bid. The funding for this purchase was designated through the unassigned fund balance.

COUNCILOR COMMENTS: The Council discussed the street sweeper. Councilor Larochelle said this Skid Steer with bucket attachment is a high maintenance piece of equipment and recommended the town get rid of the street sweeper if this is purchased since this equipment will do the same thing. Mr. Cyr said the street sweeper has been repaired and is good working order so they plan to get back to street sweeping now that the Moxie Festival is over. Councilor Ward asked that Mr. Cyr see what Auctions International will give the town for the street sweeper. Councilor Brunelle agreed to shop it and see what we can get for it.

VOTE (2019-150) Councilor Brunelle, seconded by Councilor Larochelle moved to authorize the Public Works Director to solicit bids for a Skid Steer W/Bucket Attachment, and approved trading or selling the street sweeper. **Order passed – Vote 5-0.**

AUTHORIZATION TO SOLICIT BIDS FOR POLICE CRUISERS

INTRODUCTION: Chief Hagan requested Council permission to solicit bids for two (2) new Ford Interceptor SUV's that were approved in the current budget. He intends to send bid requests to the following dealerships:

- Casco Bay Ford (Yarmouth)
- Rowe Ford (Auburn)
- Quirk Ford (Augusta)

In addition, he requested the Town of Lisbon consider whether they wish to join a group called the Plymouth County Commissioners Municipal Bid Cooperative in Plymouth Mass. He indicated he spoke with a representative of this group, who works at the Plymouth County Commissioners Office, and the Town of Lisbon can become a member for an annual fee of \$200. This fee would allow any municipal department in Lisbon the opportunity to purchase vehicles at less-expensive rates due to the mass buying power of the cooperative. It was reported to him, that cost savings could be in the \$700 to \$2,000 range per vehicle. If the Town chooses to join this group, the police department would be contacting the Colonial Municipal Group, in Plymouth Mass., for the bid request.

COUNCILOR COMMENTS: Councilor Ward said Lewiston has used Plymouth County Commissioners Municipal Bid Cooperative in Plymouth Massachusetts before and it was worth it. Councilor Ward recommended soliciting bids to the whole list and if they choose to bid or not bid, that is okay. Councilor Ward suggested checking with Auctions International to liquidate them. He said Lewiston was getting \$3,500 to \$4,000 for theirs so the town should compare letting them go with a trade or selling them on our own.

VOTE (2019-151) Councilor Brunelle, seconded by Councilor Albert moved to authorize the Police Chief to solicit requests for (2) new Ford Interceptor SUV's as explained above and to join Plymouth County Commissioners Municipal Bid Cooperative and to not bound a trade so the town can sell the old ones on our own. **Order passed – Vote 5-0.**

GRAZIANO PARK EXCAVATION BID AWARD

INTRODUCTION: Mrs. Barnes said Mr. Douglass solicited bids for the excavation, drainage, walkway, and retaining wall at Graziano Park. The following bids were received:

L.P. Poirier & Son, Inc.	\$40,661.00
Copp Excavating, Inc.	\$46,800.00

Glen Dube Excavation \$65,300.00

Mrs. Barnes said based on the estimates provided and the time frame for the project, that Mr. Douglass recommends using L. P. Poirier & Son, Inc. for the job. This contractor is currently on-site doing the sidewalk improvements. She said they also allowed Mr. Poirier to use the park area for staging. She reported because of that arrangement, he was able to control the sidewalk job better and has shown his thankfulness by providing us with a low estimate and a schedule that will work for us. The funds for this project will come from the Rt. 196/Davis Street reserve account and the Downtown TIF reserve.

VOTE (2019-152) Councilor Brunelle, seconded by Councilor Larochelle moved to award the bid to L.P. Poirier & Son, Inc. in the amount of \$40,661.00. **Order passed - Vote 5-0.**

BALLOT FOR DISTRICT 4 ANDROSCOGGIN COUNTY BUDGET COMMITTEE MEMBER

INTRODUCTION: Mrs. Barnes reported the Municipal Officers must vote as a board for two Budget Committee Members to serve on the Androscoggin County Budget Committee to represent District 4. At least one candidate must be a municipal official.

VOTE (2019-153) Councilor Larochelle, seconded by Councilor Albert moved to cast a ballot for Councilors Allen Ward and Mark Lunt. **Order passed – Vote 5-0.**

COMPREHENSIVE PLAN ADOPTION

INTRODUCTION: Ben Smith said the Town of Lisbon submitted a draft Comprehensive Plan update to MPAP in early March. The Plan was reviewed by several departments and comments were forwarded from four agencies. The Town submitted a set of proposed map revisions that addressed various concerns that had been raised by the reviewing agencies. With these revisions, the Department found the Town of Lisbon's Comprehensive Plan as revised to be complete and consistent with Maine's Growth Management Act.

Mr. Smith said the Planning Board held its public hearing, unanimously approved the updated Comprehensive Plan on Thursday, June 27, and voted to send the Comprehensive Plan Update to the Town Council for its final adoption.

VOTE (2019-154) Councilor Ward, seconded by Councilor Albert moved to adopt the 2019 Comprehensive Plan as presented (see attached). **Order passed - Vote 5-0.**

USE OF UNASSIGNED FUND BALANCE

INTRODUCTION: Below is a list of items that Council assigned from unassigned fund balance on June 25, 2019. Due to the unexpended balances in department budgets at Fiscal year end, I am recommending that Council re-designate the following back into undesignated fund balance:

Carried Expenses:

Clerk Professional Services (Clerk Records Restoration)	\$10,000.00
Police Health (\$22,000)	\$22,000.00
PW Dept. Head (Plow Truck)	\$ 5,000.00
Solid Waste Trash Removal (Plow Truck)	\$ 5,000.00
Recreation Temp/Seasonal Wages (\$20,000)	\$20,000.00
 Town Clerk Records Restoration	 \$10,000.00
Police Department Cruiser Reserve	\$22,000.00
Public Works: Wheeler Truck/Dump Body/Snow Attachments	\$10,000.00
Recreation Dept. Truck	\$20,000.00
Total	\$62,000.00

VOTE (2019-155) Councilor Larochelle, seconded by Councilor Brunelle moved to authorize the Town Manager to Re-designate \$62,000.00 back to the unassigned fund balance. **Order passed - Vote 5-0.**

CARRY FORWARDS

VOTE (2019-156) Councilor Larochelle, seconded by Councilor Brunelle moved to adopt Order 2019-156 authorizing the carry forward and lapse of accounts and balances as of June 30, 2019 as follows:

BE IT HEREBY RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LISBON AS FOLLOWS:

That the Town Council authorizes the **carry forward** of the following accounts and balances as of June 30, 2019:

That the Town Council authorizes the following accounts to **lapse** into undesignated fund balance:

General Ledger Accounts: 2018-2019 balances either credit or debit to be carried:

	<u>GL Accounts to be Carried</u>	
12020000-29202	Wellness Grant	-178.89
12020000-29290	Accrued Comp. Absences Reserve	-50,000.00
12020000-29352	Thanksgiving	-314.32
12020000-29503	MDOT Match	-128,429.66
12020000-29900	Blake Cemetery	-383.58
12022000-29104	Condemned Bldg.-725 Lisbon Street	3,359.00
12022000-29105	Condemned Bldg-428 Ridge Road	4,637.36
12022000-29106	Condemned Bldg-430 Ridge Road	6,555.62
12022000-29107	Legal-1 Higgins St.	599.39
12022500-29250	Clerk Book Restoration	115.00
12024000-29002	Assessing Contracted Svs.	-8,903.98
12051500-29500	Town Buildings	-70,556.47
12026500-29261	Munis Reserve	-54,327.53
12051500-29510	Generator Pad	7,755.10
13031000-29350	Giving Tree	-1,804.23
13031000-29351	Heating Assistance	-644.25
14040500-29401	State Drug Forfeiture	-6,255.54
14040500-29403	Federal Drug Forfeiture	-6,786.04
14040500-29411	2016 OUI Grant	1,150.28
14040500-29413	Speed Detail Grant	-711.96
14040500-29414	2017 HSGP Grant	4,182.38
14040500-29415	2018 CIOT	32.88
14040500-29417	2018 Distracted Driving	-417.81
14040500-29418	2018 Impaired Driving	254.46
14040500-29450	Fire Truck Capital Reserve	-237,144.69
14041500-29451	Fire Department Donation	-2,061.79
14041500-29453	Fire Department Equipment Reserve	-10,521.59
14041500-29454	Jr. Firefighters Reserve	-1,882.66
14045000-29201	ACO Carry Forward	-21,325.67
15050500-29502	RT 196/Davis Street	-47,330.35
16060500-29600	Library Summer Reading Grant	-3,086.98
16060500-29601	Library Adult Programs	-859.00
16060500-29610	Library Patrick Memorial	-1,284.02
16060500-26911	Library ESmith Memorial	-1,000.00
16060500-29612	Lawrence Baron Memorial	-705.00
16060500-29613	Huston Memorial	-665.00
16060500-29614	Spear Memorial	-235.00
16061500-29650	Playground Donations	-1,876.31
65052500-50750	Sewer Carry Forward	-190,000.00
	<u>Expense Accounts to be Carried</u>	

12020500-50108	Elected Off. Prof. Dev.	-684.00
12022500-50455	Clerk Prof. Svs	-10,000.00
12025500-50221	HRA	-7000.00
14040500-50220	Police Health	-37,000.00
14041500-50104	Fire Wages	-2,000.00
15050500-50770	PW Infrastructure	-194,041.56
15050500-50102	Dept. Head	-5,000.00
15050500-50104	PW Wages	-32,000.00
15050500-50220	PW Health	-50,000.00
15052000-50556	Trash Removal	-5000.00
15052000-50368	Hauling	-2,100.00
16061500-50101	Non Supervisory	-13,000.00
16061500-50130	Temporary	-7,000.00
65052500-50750	WWTP Improvements	-190,000.00
	<u>Lapse Into Unassigned Fund Balance</u>	
12020000-10241	Tax Lien Costs	-1,667.38
12022000-29100	Union Street Legal	293.65
12022000-29101	Congress Street Legal	78.40
12022000-29102	Zaymore Street Legal	69.08
12022000-29103	273 Lisbon Street Legal	33.47
16061500-29505	Rec Van Purchase	4,856.31
12020000-12000	Allowance for Uncollectable	22,187.61

Order passed - Vote 5-0.

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert said he had nothing to report.
2. Planning: Councilor Ward said they approved a daycare and are still working on access management.
3. LDC: Councilor Larochelle said his group met at the Worumbo site to do a walk around. He said cars used the site for additional parking on Moxie Day and it was awesome to see how well the lot held 60 to 80 cars, all lined up in rows of ten with enough spaces to get in and out.
4. Conservation Commission: Councilor Ward said they were moving forward with the Garbage to Gardens grant. They are working with the state on the educational piece right now.
5. Recreation: Councilor Albert reported the summer programs are all in full swing and they are doing what they do well.
6. County Budget: Councilor Ward said he had nothing to report.
7. Library: Councilor Lunt said the Summer Reading program is going well and with a good turnout.

B. TOWN MANAGER'S REPORT

Mrs. Barnes reported the taxes will be committed by August 1 or 2nd. She indicated excise revenue exceeded our projections by \$100,000. She said Revenue Sharing had exceeded our budget as well. She mentioned she would be out a few days this week to attend the Annual Health Trust meeting.

Mrs. Barnes announced MDOT sent an email informing the town that the Route 125 project had been delayed to 2022, which is even later than what ATRC had just reported. The Council discussed the timeframe for use the referendum funds approved. Councilor Ward indicated the town should see what it could accomplish in the meantime; at the level we are contributing, we are still only able to do so much.

C. DEPARTMENT HEADS WRITTEN REPORTS – NO COMMENTS

**D. NOMINATION PAPERS FOR THE NOVEMBER 2019
ANNUAL MUNICIPAL ELECTION**

The Town Clerk announced that the following Council, School, & Water Members individual's terms expire this November:

Town Councilor at Large (3 year term): Chris Brunelle
Town Councilor District 1 now at Large 1 (3 year term): Mark Lunt
Town Councilor District 2 now at Large (3 year term): Currently Vacant
School Committee Member (3 year term): Traci Austin & Paula Jefferies
Water Commission Member (3 year term): James Lemieux

The Town Clerk said nomination papers are available starting on July 28, 2019 at 8:30 AM and must be returned to the Town Clerk's office for filing on or before September 6, 2019 at 4:30 PM.

APPOINTMENTS - NONE

COUNCILOR COMMUNICATIONS

Councilor Larochelle requested a Moxie Festival follow up discussion with the Recreation Department and/or/Committee. Mr. Cyr mentioned that the department heads plan, as a committee, to get together to put down their thoughts on paper to help improve their role for next year's festival. Councilor Albert said the planning process for the 2020 Moxie Festival starts with where to make improvements and/or the generation of new ideas. Councilor Ward asked that the Moxie Festival Financial report be ready for the Council's August meeting so everyone can see how we faired. Councilor Larochelle said he would like to see their recommendations as well.

AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS

Mr. Fellows said the Planning Board's Moxie Booth was a huge success. He asked that they be given general festival information next time because many stopped by just for that type of information. Councilor Larochelle said the largest percentage of attendees were from out of town, all over the United States, and Maine.

EXECUTIVE SESSION - NONE

ADJOURNMENT

VOTE (2019-157) Councilor Larochelle, seconded by Councilor Lunt moved to adjourn at 8:29 PM.
Order passed - Vote 5-0.

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: August 13, 2019

State of Maine**Bureau of Alcoholic Beverages and Lottery Operations****Division of Liquor Licensing and Enforcement**

8 State House Station

Augusta, ME 04333-0008

Telephone: (207) 624-7220 Fax: (207) 287-3434

Email: MaineLiquor@Maine.gov**DIVISION USE ONLY**

Permit No:

Class:

By:

Deposit Date:

Amt. Deposited:

Cash Ck Mo:

Application for a Catering Permit**\$10.00 (per day)****Check Payable: Treasurer State of Maine****The law requires the application to be submitted at least 24 Hours prior to the function, however a longer notice is appreciated to allow additional time for processing.**

1. License No.: CP-1990-3093 DBA Name: Slovak Catholic Assoc.
2. Name of Licensee: _____
3. Mailing Address: P.O. Box 294
4. Town/ City: Lisbon Falls / State: ME Zip Code: 04252
5. Telephone: 207 353 9606 Fax: N/A
6. Email Address: SCA1894@GMAIL.COM
7. Title of Function: Club Annual Summer Picnic
8. Purpose of Function: Summer Picnic For Members & Guests
9. Is this a public or a private event? Public - Semi Public
10. Location of Function: Knightsof Columbus Picnic Area Rt 196 Lisbon Falls ME
11. Physical Address of Function: Same
12. Town/City: Lisbon Falls State: ME Zip Code: 04252

☐ Indoor Event ☐ Outside Event (IF OUTSIDE AREA, DIAGRAM MUST BE INCLUDED)

13. Describe specific indoor and/or outdoor area to be licensed:

Picnic Grounds - Covered Tables & Open Area Near Grills.

14. Date of Function: 24 Aug Time- From: 9:30am To: 4:30pm

15. Number of Persons Attending: Approx 100

16. Name of Person/ Entity requesting your contracted services:

Self - The Slovak Club. % Tom Brunelle TreasurerAddress: PO Box 294 Town/City: Lisbon Falls /State: ME Zip Code: 04252 Telephone Number: cell. 207 272 5976Email address: SCA1894@gmail.com

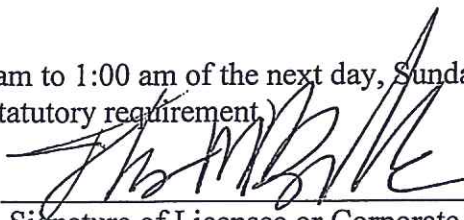
Outdoor Catering Restrictions:

1. There must be a stanchion or fence completely enclosing the area.
2. Signs must be posted stating "No alcohol beyond this point".
3. There must be sufficient employees at the event to control and monitor the area.

(Note: By law, liquor can only be served from 5:00 am to 1:00 am of the next day, Sunday through Saturday. Function times can not deviate from this statutory requirement.)

28 July 2019

Date



Signature of Licensee or Corporate Officer

Thomas M. Brunelle *Treasurer*

Print Name of Licensee or Corporate Officer

For Municipal Approval Only

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____ ss
City/Town (County)

On: _____
Date

The undersigned being: ☐ Municipal Offices ☐ County Commissioners of the
☐ City ☐ Town ☐ Plantation ☐ Unincorporated Place of: _____, Maine

Signature of Officials	Printed Name and Title

Once issued, this permit is not assignable and is valid only for use by the licensee named in this application and for the date, time, and location listed in this application. This permit is issued subject to Maine liquor laws, Title 28-A and the Bureau's Administrative Rules. Penalties for failure to comply with the laws and rules are provided in Chapter 33 of Title 28-A.

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

Payments to the Division of liquor licensing & enforcement by check subject to penalty provided by Section 3-B of Title 28A, MRS

Timeline - Referendum Questions for November 5, 2019 Ballot

Item #	Action	Legal Deadline	Recommended Date
1	Introduce Timeline for Bond Referendum &	Council Meeting	Tuesday, August 13, 2019
2	Council Orders Public Hearing for September 3, 2019	At least 17 days prior to Election Day Council posts notice of a public hearing on the article, which is posted in the same manner required for posting a town meeting warrant. See 30-A MRSA Sec 2528(5)	Tuesday, August 13, 2020
3	Post Public Hearing Notices in usual places at Town Office, Post Offices, Website, and send in ad to the newspaper although ad in paper is not required u/30-A MRSA.	Per 30-A Sec 2528 (5) Post Notice for public hearing 7 days before the hearing	Send Ad Thursday, August 22 to run Sunday August 25, 2019
4	Hold Public Hearing	Must take place at least 10 days prior to Election Day 30A MRSA Sec 2528(5) and notice for public hearing shall be posted 7 days before the hearing	Tuesday, September 3, 2018
5	Council Adopts Bond Orders-First Reading, Orders Warrant, Approves Language for Bond Questions for ballot, & Votes on Recommendation for Warrant Article.	30 MRSA Sections 2528(5) & 2528(4) no later than 60 days prior to Election Day, & 2528(5B) Recommendations printed on ballot	Tuesday, September 3, 2019
6	Absentee ballots available	Available 30 days prior to Election Day. See Title 21-A	Friday, October 4, 2019
7	Council Adopts the Bond Orders-- Second Reading, Approves Warrant to Post, & Sets Polling/Registrar Hrs	Council sets Polling Hrs, Location, & Registrar Hrs. See 30-A MRSA Sec 2523, 2528(3) & 2528(5)C, 21-A Sec 661	Tuesday, September 17, 2019
8	Post Warrant specifying Polling Hours & Place etc and Specimen Ballot at Both Post Offices & Town Office Building and on Website	Warrant 7 Days Before Election Day See 30-A MRSA Sec 2523(3) and Specimen Ballot 4 Days Before Election Day 30-A MRSA Sec 2528(7)	On or before Monday, October 28, 2019
9	Election Day	See Above requirements	Tuesday, November 5, 2019

**ORDINANCE AUTHORIZING THE TOWN OF LISBON TO ISSUE UP TO \$1,500,000
IN BONDS TO FINANCE ROAD RECONSTRUCTION AND IMPROVEMENTS ON
PINWOODS ROAD**

BE IT ORDAINED, pursuant to Articles 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon and section 5772 of Title 30-A of the Maine Revised Statutes,

- (1) that the Town of Lisbon (the "Town") be authorized to issue general obligation bonds in an amount not to exceed \$1,500,000 and notes in anticipation thereof (collectively, the "Bonds"), to fund road reconstruction and improvements to Pinewoods Road from the intersection of Cottonwood Road and Pinewoods Road to the end of the recently paved sewer replacement area;
- (2) That the proceeds of the Bonds, including any investment earnings on the Bonds, be appropriated for the costs of the Project;
- (3) That the Finance Director be authorized to arrange for the sale of the Bonds at public or private sale to such parties as the Finance Director determines to be in the best interest of the Town, to execute and deliver loan agreements and other contracts, certificates and instruments as the Finance Director shall determine prudent in connection with the issuance and sale of the Bonds, to approve the date(s), maturity or maturities, denomination(s), interest rate(s), place(s) of payment, form(s) and other terms, provisions, and details of such Bonds, and to provide for the sale and delivery against payment thereof, to provide that the Bonds may be redeemable or callable, with or without premium, prior to their maturity, and to hire such financial advisors and other consultants, if any, as the Finance Director deems necessary to assist with the sale of the Bonds, all on such terms (not inconsistent with this Order) as the Finance Director shall approve;
- (4) That the Bonds be issued in registered form in the name of the Town, executed and delivered by the Finance Director and countersigned by the Chairman of the Town Council and the Town Manager under the official seal of the Town attested by the Town Clerk;
- (5) That the Municipal Officers, being the Town Council, Town Manager, Finance Director and Clerk of the Town of Lisbon are each authorized to do or cause to be done all such acts, including but not limited to the execution and delivery of any and all contracts, agreements, certificates and other documents as may be necessary or advisable in order to carry out the provisions of this Ordinance in connection with the issuance and delivery by the Town of the Bonds;
- (6) That if any Municipal Officer whose signature may be required in connection with the issuance and sale of the Bonds is for any reason unavailable to approve and execute the

required documents, the persons then acting in such capacity on behalf of such Municipal Officer, whether an assistant, a deputy or in some other capacity, is authorized to act on behalf of such Municipal Officer and to perform such acts themselves;

- (7) That if any of the Municipal Officers who have signed, attested, or sealed the Bonds shall cease to be such officers before the Bonds so signed, attested and sealed shall have been actually authenticated and delivered by the Town, such Bonds nevertheless may be authenticated, delivered and issued with the same force and effect as though the person or persons who signed, attested or sealed the Bonds had not ceased to be such Municipal Officer;
- (8) That it shall be a condition to the foregoing authority conferred by this Ordinance that the voters of the Town, pursuant to Article 8.11(b)(2) of the Town Charter, ratify the adoption of this Ordinance;
- (9) That the Town Clerk file an attested copy of this Ordinance with the minutes of this meeting and make attested copies of this Ordinance available to the public;
- (10) That a referendum election question regarding the ratification of this Ordinance be placed on the ballot for the November 5, 2019 municipal election, and that the Town Clerk is hereby authorized to take all actions required of the Town Clerk for that referendum question to be considered by the voters, and that a ballot title and referendum question in the following form appear in the warrant for and on the ballot at said election, accompanied by a statement of the Town's Finance Director with respect to said indebtedness in accordance with section 5772 of Maine Revised Statutes Title 30-A:

ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SECURITIES OF THE TOWN OF LISBON IN AN AMOUNT NOT TO EXCEED \$1,500,000 FOR THE PURPOSE OF FINANCING ROAD RECONSTRUCTION AND IMPROVEMENTS ON PINEWOODS ROAD.

[The remainder of this page is intentionally left blank]

So ordered this 3rd day of September, 2019.

Lisbon Town Council

ORDER FOR PUBLIC HEARING

WHEREAS, the Municipal Officers of the Town of Lisbon have considered and approved in concept an ordinance calling for the issuance of notes or bonds of the Town in an amount not to exceed \$1,500,000 to finance road reconstruction and improvements to Pinewoods Road; and

WHEREAS, pursuant to the Charter of the Town of Lisbon, a public hearing is required in order to authorize any such financing;

NOW, THEREFORE, BE IT ORDERED by the Town Council of the Town of Lisbon that a public hearing be held on Tuesday the 3rd day of September at 7:00 o'clock in the Town of Lisbon, and be it further ordered by the Town Council that notice of the hearing be published in one or more newspapers of general circulation within the Town of Lisbon not less than seven nor more than fifteen days prior to such public hearing and the scheduled final action by the Council scheduled after the public hearing at its regular meeting on September 3, 2019.

NOTICE OF PUBLIC HEARING

TOWN OF LISBON

The Municipal Officers of the Town of Lisbon have considered and approved in concept appropriating an amount not to exceed \$1,500,000 to finance road reconstruction and improvements to Pinewoods Road (the "Project"), and have determined that the most efficient way to finance that appropriation would be through the issuance of one or more bonds or notes of the Town in an amount not to exceed \$1,500,000.

Pursuant to the Charter of the Town of Lisbon (the "Charter"), approval of the financing of this Project requires that a public hearing be conducted prior to the enactment of an ordinance calling for a referendum. Therefore, pursuant to the authority conferred by Section 8.21(b), and the requirements of Sections 6.09 and 8.11(b)(2) of the Charter, a public hearing shall be held on Tuesday, September 3 at 7:00 PM at the Town Office, 300 Lisbon Street, for the purpose of hearing public comment on the Ordinance providing for the issuance of such notes and bonds in an amount not to exceed \$1,500,000.

Copies of the proposed text may be viewed or obtained at the Town Clerk's office, 300 Lisbon Street, Lisbon, or online at www.lisbonme.org.

TOWN OF LISBON

WARRANT

NOVEMBER 5, 2019

Androscoggin County, ss.

State of Maine

TO: Marc Hagan, Constable of the Town of Lisbon: You are hereby required in the name of the State of Maine to notify the voters of the Town of Lisbon of the Municipal and Bond Referendum Election.

TO THE VOTERS OF THE TOWN OF LISBON:

You are hereby notified that a Municipal and Bond Referendum Election will be held by secret ballot for both Districts 1 and 2 at the Lisbon High School Gymnasium, 2 Sugg Drive, polling place located within the Town of Lisbon on Tuesday, November 5, 2019.

The municipal election will be held in accordance with and include details set out in an Ordinance adopted by the Lisbon Town Council on September 17, 2019, copies of which are on file with and may be reviewed at the office of the Lisbon Town Clerk.

THE FOLLOWING OFFICES WILL BE DETERMINED:

- Councilor – At Large (Vote for Three) 3 Year Terms
- School Committee – (Vote for Two) 3 Year Terms
- Water Commission – (Vote for One) 3 Year Term

QUESTION 1 - BOND ORDINANCE

QUESTION: "SHALL A BOND ORDINANCE APPROVED BY THE TOWN COUNCIL AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SECURITIES OF THE TOWN OF LISBON IN AN AMOUNT NOT TO EXCEED \$1,500,000 FOR THE PURPOSE OF FINANCING ROAD RECONSTRUCTION AND IMPROVEMENTS ON PINEWOODS ROAD BE APPROVED AND RATIFIED?"

**YES
NO**

Town Council Recommends -- _____

FINANCE DIRECTOR'S CERTIFICATE

Town of Lisbon

Financial Statement presented pursuant to 30-A MRSA 5772:

1. Total Town Indebtedness

Bonds outstanding and unpaid:	\$19,961,238
Bonds authorized but unissued:	\$ 0
Bonds proposed under this referendum:	\$ 1,500,000
TOTAL if this question is approved:	\$21,461,238

2. Costs

Term in years:	10
Estimated interest rate:	3%
Net estimated interest cost:	\$ 244,477
Principal:	\$1,500,000
Total debt service costs:	\$1,744,477

3. Validity

The validity of the bonds and the voters' ratification of the bonds may not be affected by any errors in the estimate made pursuant to paragraph 2. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Finance Director
Town of Lisbon

Date

QUESTION 2 - BOND ORDINANCE

ORDER AUTHORIZING TOWN OF LISBON TO ISSUE UP TO \$6,000,000 IN BONDS AND NOTES FOR THE LISBON WATER DEPARTMENT TO REPLACE UP TO ALL WATER DEPARTMENT INFRASTRUCTURE TO INCLUDE MAINS, TAPS, SERVICES, CURBS, VALVES AND HYDRANTS ON AND AROUND ROUTE 125, AND FOR INFRASTRUCTURE IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO MAIN, VALVE AND HYDRANT REPAIRS AND REPLACEMENTS THROUGHOUT THE TOWN IN ACCORDANCE WITH THE ORDER ADOPTED BY THE LISBON TOWN COUNCIL ON SEPTEMBER 17, 2019.

QUESTION: "SHALL THE ORDER DESCRIBED ABOVE BE ADOPTED?"

**YES
NO**

Town Council Recommends -- _____

FINANCE DIRECTOR'S CERTIFICATE

Town of Lisbon

Financial Statement presented pursuant to 30-A MRSA 5772:

1. Total Town Indebtedness

Bonds outstanding and unpaid:	\$19,961,238
Bonds authorized but unissued:	\$ 0
Bonds proposed Question #1 but unissued:	\$ 1,500,000
Bonds proposed under this referendum:	\$ 6,000,000
TOTAL if Question 1&2 are approved:	\$27,461,238

2. Costs

Term in years:	30 Year Maximum
Estimated interest rate:	2.2 – 5.1%
Average estimated interest rate:	6.67%
Net estimated interest cost:	\$ 4,723,148.22
Principal:	\$ 6,000,000.00
Total debt service costs:	\$10,723,148.22

3. Validity

The validity of the bonds and the voters' ratification of the bonds may not be affected by any errors in the estimate made pursuant to paragraph 2. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Finance Director
Town of Lisbon

Date

REGISTRAR HOURS: October 29, 30, 31, November 1, and November 4 from 8:30 a.m. to 4:30 p.m. and Election Day November 5 from 7:00 a.m. to 8:00 p.m.

CASTING OF ABSENTEE BALLOTS: You are hereby notified that the Town Clerk intends to process absentee ballots Election Day at 8:00 a.m., 10:00 a.m., 12:00 p.m., 2:00 PM, 4:00 PM, 7:00 p.m. and 8:00 p.m. in accordance with M.R.S.A. Title 21A Section 759 (7).

POLLING HOURS: The polls shall open at 7:00 a.m. and close at 8:00 p.m.

Given under our hands this 17th day of September, A.D. 2019.

Normand Albert, Chairman

Kasie Kolbe, Vice Chairman

Christopher Brunelle

Fern Larochelle

Mark Lunt

Allen Ward

A true Copy,

Attest: _____ (Clerk Signature & seal)
Municipal Clerk

Constable's
Return of Posting

Lisbon,

State of Maine

Androscoggin, ss.

Pursuant to the within notice, I have posted said notice at the Lisbon Falls Post Office, this being in Ward II, and the Lisbon Town Office all being conspicuous and public places within the Town of Lisbon.

Date: _____

Constable, Town of Lisbon, Maine

**Sample Ballot
Town of Lisbon
Municipal Election
November 5, 2019**

BOND ORDER: QUESTION 1

QUESTION: "SHALL A BOND ORDINANCE APPROVED BY THE TOWN COUNCIL AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SECURITIES OF THE TOWN OF LISBON IN AN AMOUNT NOT TO EXCEED \$1,500,000 FOR THE PURPOSE OF FINANCING ROAD RECONSTRUCTION AND IMPROVEMENTS ON PINEWOODS ROAD BE APPROVED AND RATIFIED?"

**YES
NO**

Town Council Recommends -- _____

TREASURER'S CERTIFICATE

Town of Lisbon

Financial Statement presented pursuant to 30-A MRSA 5772:

1. Total Town Indebtedness

Bonds outstanding and unpaid:	\$19,961,238
Bonds authorized but unissued:	\$ 0
Bonds proposed under this referendum:	\$ 1,500,000
TOTAL if this question is approved:	\$21,461,238

2. Costs

Term in years:	10
Estimated interest rate:	3%
Net estimated interest cost:	\$ 244,477
Principal:	\$1,500,000
Total debt service costs:	\$1,744,477

3. Validity

The validity of the bonds and the voters' ratification of the bonds may not be affected by any errors in the estimate made pursuant to paragraph 2. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Finance Director
Town of Lisbon

Date

QUESTION 2 - BOND ORDINANCE

ORDER AUTHORIZING TOWN OF LISBON TO ISSUE UP TO \$6,000,000 IN BONDS AND NOTES FOR THE LISBON WATER DEPARTMENT TO REPLACE UP TO ALL WATER DEPARTMENT INFRASTRUCTURE TO INCLUDE MAINS, TAPS, SERVICES, CURBS, VALVES AND HYDRANTS ON AND AROUND ROUTE 125, AND FOR INFRASTRUCTURE IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO MAIN, VALVE AND HYDRANT REPAIRS AND REPLACEMENTS THROUGHOUT THE TOWN IN ACCORDANCE WITH THE ORDER ADOPTED BY THE LISBON TOWN COUNCIL ON SEPTEMBER 17, 2019.

QUESTION: "SHALL THE ORDER DESCRIBED ABOVE BE ADOPTED?"

**YES
NO**

Town Council Recommends -- _____

FINANCE DIRECTOR'S CERTIFICATE

Town of Lisbon

Financial Statement presented pursuant to 30-A MRSA 5772:

4. Total Town Indebtedness

Bonds outstanding and unpaid:	\$19,961,238
Bonds authorized but unissued:	\$ 0
Bonds proposed Question #1 but unissued:	\$ 1,500,000
Bonds proposed under this referendum:	\$ 6,000,000
TOTAL if Question 1&2 are approved:	\$27,461,238

5. Costs

Term in years:	30 year maximum
Estimated interest rate:	2.2 – 5.1 %
Average estimated interest rate:	3.67%
Net estimated interest cost:	\$ 4,723,148.22
Principal:	\$ 6,000,000.00
Total debt service costs:	\$10,723,148.22

6. Validity

The validity of the bonds and the voters' ratification of the bonds may not be affected by any errors in the estimate made pursuant to paragraph 2. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Finance Director
Town of Lisbon

Date

ORDER PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION SECURITIES

That the following Order authorizing the issuance of general obligation securities for the Town of Lisbon, in an amount up to but not to exceed \$6,000,000.00, for the Lisbon Water Department to replace all water department infrastructure to include mains, taps, services, curbs, valves and hydrants located on and around Route 125, and for infrastructure improvements, including but not limited to main, valve and hydrant repairs and replacements throughout the town be and hereby is adopted by the Town Council of the Town of Lisbon in accordance with the following:

Section 1. That a sum of up to, but not to exceed, \$6,000,000.00, plus the sale premium of the bond/notes authorized in Section 2 below, is hereby appropriated for the Lisbon Water Department to replace all water department infrastructure to include mains, taps, services, curbs, valves and hydrants located on and around Route 125, and for infrastructure improvements, including but not limited to main, valve and hydrant repairs and replacements throughout the town.

Section 2. That, for the purpose of financing the aforesaid appropriation, authorization is hereby given to incur indebtedness by the issuance of general obligation securities in an amount up to, but not to exceed, \$6,000,000.00, pursuant to, and under the provisions of the Charter of the Town of Lisbon, Sections 6.09 and 8.11(b)(2).

Section 3. That any and all bonds, notes and other securities issued pursuant to this Order may be payable in serial form in annual installments, which need not be equal, or under such payment terms or conditions as may be in the best interest of the Town, but which shall be calculated to extinguish the entire debt at maturity.

Section 4. That the term of any general obligation securities issued under the within Order shall not exceed thirty (30) years.

Section 5. That the proceeds of any general obligation securities issued pursuant to this Order shall be used only for those purposes specified in Section 1 above.

Section 6. That any proceeds of the general obligation securities issued and not used for the purposes specified in Section 1 shall be applied to repayment of the principal and/or interest of any such general obligation securities.

Section 7. That the Municipal Officers, being the Town Council of the Town of Lisbon, may borrow money temporarily by the issuance of notes in anticipation of the issuance of general obligation securities, subsequent to the authorization of the general obligation securities by the voters of the Town of Lisbon.

Section 8. That the Municipal Officers of the Town of Lisbon shall determine the date or dates, maturities, denominations, interest rate or rates, place of payment, form, or any other details of each of the securities and, if applicable, notes issued in anticipation of the issuance of the securities.

Section 9. That any and all general securities and/or notes issued by the Town pursuant to Section 6.09 of the Charter of the Town of Lisbon, shall be signed by the Town Finance Director and countersigned by the Chairman of the Town Council and the Town Manager.

Section 10. That pursuant to Section 10 of Chapter 34 of the Private & Special Law of 1955 relating to the Lisbon Water Department, said bonds shall be signed by the board of selectmen [Town Council] and by the Board of Water Commissioners of the Town and by the Treasurer of said Town, but the coupons, if any, need be signed by the Treasurer only, and shall be designated "The Lisbon Water Department Loan."

Section 11. That any and all general obligation securities and/or notes issued pursuant to this Order and to Section 8.11(b)(2) of the Charter of the Town of Lisbon, shall be general obligation securities of said Town, backed by the full faith and credit and taxing power of the Town of Lisbon.

Section 12. That the Treasurer of the Town has prepared, signed and attached hereto, the Financial Statement required under the provisions of 30-A M.R.S.A. § 5772(2-A).

Section 13. That prior to the adoption of this Order, and pursuant to the requirements of Section 6.09 of the Charter of the Town of Lisbon, the Town Council held a public hearing on this Bond Order.

Section 14. That the Treasurer is authorized to do or to cause to be done any and all such acts, including but not limited to the execution and delivery of any and all contracts, agreements, certificates, and other documents as may be necessary or advisable including by way of example, an arbitrage and use of proceeds certificate and a continuing disclosure certificate, in order to carry out the provisions of this Order in connection with the issuance and delivery by the Town of the bonds or notes in anticipation thereof.

Section 15. If the Treasurer or any other Town Official whose signature may be required for the issuance of the bonds or notes in anticipation thereof, authorized under this Order, for any reason be unavailable to approve and execute the required documents, then the person or person then acting in such capacity either as an assistant, a deputy, or otherwise, is authorized to act for such official and perform such act themselves.

SO ORDERED AND ADOPTED by the Town Council of the Town of Lisbon this 17th day of September, 2019, and be it FURTHER ORDERED by the Town Council of the Town of Lisbon

that this Order be submitted to the voters under the authority of the Town Council pursuant to the provisions of Section 8.21(b), and pursuant to the requirements of Section 8.11(b)(2) and Section 8.25(b), of said Charter, the submission to the voters to occur at the special election scheduled for November 5, 2019.

TOWN COUNCIL

Normand Albert, Chair

Kasie Kolbe, Vice Chair

Christopher Brunelle

Mark Lunt

Fern Larochelle

Allen Ward

**PUBLIC HEARING
LISBON WATER DEPARTMENT
TOWN OF LISBON**

The Municipal Officers of the Town of Lisbon, being the Lisbon Town Council, are considering the approval of an Order providing for the issuance of General Obligation Securities (Bonds) of the Town in the aggregate amount of up to \$6,000,000.00 for the Lisbon Water Department to replace all water department infrastructure to include mains, taps, services, curbs, valves and hydrants located on and around Route 125, and for infrastructure improvements, including but not limited to main, valve and hydrant repairs and replacements throughout the town.

The funding of these projects requires that the Water Department Board of Commissioners authorize the borrowing and the funding of these projects requires that the Town issue Bonds pursuant to Sections 6.09 and 8.11(b)(2) of the Charter of the Town of Lisbon. Approval of the issuance of Bonds requires that a public hearing be conducted concerning their issuance.

Therefore, pursuant to authority under Section 8.21(b) of the Charter, and the requirements of Sections 6.09 and 8.11(b)(2) of the Charter, a public hearing shall be held on the 3rd day of September, 2019, at 7:00 p.m. at the Lisbon Town Office, 300 Lisbon Street, Lisbon, Maine, for the purpose of hearing public comment on a Bond Order to authorize the issuance and delivery of Bonds in amounts up to \$6,000,000.00 for said purposes.

Copies of the proposed text may be viewed or obtained at the Town Clerk's office, 300 Lisbon Street, Lisbon, or online at **www.lisbonme.org**.

The hearings and the meetings are open to the public to attend and comment. Signed written comments received by the Council before the public hearings will be considered.

BOND REFERENDUM ELECTION

Bond Referendum – Question One

ORDER AUTHORIZING TOWN OF LISBON TO ISSUE UP TO \$6,000,000 IN BONDS AND NOTES FOR THE LISBON WATER DEPARTMENT TO REPLACE UP TO ALL WATER DEPARTMENT INFRASTRUCTURE TO INCLUDE MAINS, TAPS, SERVICES, CURBS, VALVES AND HYDRANTS ON AND AROUND ROUTE 125, AND FOR INFRASTRUCTURE IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO MAIN, VALVE AND HYDRANT REPAIRS AND REPLACEMENTS THROUGHOUT THE TOWN IN ACCORDANCE WITH THE ORDER ADOPTED BY THE LISBON TOWN COUNCIL ON SEPTEMBER 17, 2019.

QUESTION: SHALL THE ORDER DESCRIBED ABOVE BE ADOPTED?

Town Council recommends:

Finance Committee recommends:

FINANCE DIRECTOR'S CERTIFICATE

Financial Statement presented pursuant to 30-A MRSA 5772:

1. Total Town Indebtedness

Bonds outstanding and unpaid:	\$19,961,238
Bonds authorized but unissued:	\$ 0
Bonds proposed Question #1 but unissued:	\$ 1,500,000
Bonds proposed under this referendum:	\$ 6,000,000

TOTAL if this Question 1&2 are approved: \$27,461,238

2. Costs

Term in years:	30 year maximum
Estimated interest rate:	2.2 – 5.1 %
Average estimated interest rate:	3.67%
Net estimated interest cost:	\$4,723,148.22
Principal:	\$6,000,000.00
Total debt service costs:	\$10,723,148.22

3. Validity

The validity of the bonds and the voters' ratification of the bonds may not be affected by any errors in the estimate made pursuant to paragraph 2. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Finance Director
Town of Lisbon

Date



MAINE MUNICIPAL ASSOCIATION

VOTING BALLOT

Election of MMA Vice President and Executive Committee Members
Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 16, 2019

VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

James Gardner, Jr., Town Manager, Town of Easton

☐

EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

Jon Beekman, Chair Selectboard, Town of Fayette

☐

David Cyr, Town Manager, Town of Mars Hill

☐

Ivan McPike, Mayor, Town of Hampden

☐

Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.

The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ **Municipality:** _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____

Signature: _____

Position: _____

OR Signed by a Majority of Municipal Officers

Current # of Municipal Officers: _____

Print Names:

Signatures:

Return To:

MMA Annual Election
 Maine Municipal Association
 60 Community Drive
 Augusta, Maine 04330
 FAX: (207) 626-3358 or 626-5947
 Email: tchavarie@memun.org

MEMORANDUM FROM THE SEWER SUPERINTENDENT

TO: DIANE BARNES, TOWN MANAGER
FROM: STEVE AIEVOLI
SUBJECT: OLVER ASSOCIATES CONTRACT EXTENSION
DATE: AUGUST 1, 2019

The five-year contract with Olver Associates to provide professional engineering services to the town is due to expire on October 29, 2019. After discussion with Mandy Olver and as can be read in the included letter Olver Associates is offering to extend the contract using the existing terms and rates for another five years.

In the almost five years we have been using Olver Associates their staff has helped with numerous projects and documents in town. For just the Sewer Department, those projects included a complete sewer system evaluation, sewer rate survey, local limits study, Sewer Use Ordinance. Olver also secured a \$6.5m loan with a \$2.5m grant from U.S.D.A. Rural Development for the first phase of sewer replacements and infrastructure upgrades; they are designing and providing oversight/inspection services during construction of said projects to ensure compliance with Rural Development rules and regulations. Olver Associates has also provided engineering and design services to the Economic Development and Public Works Departments for several projects.

The Rural Development funding mentioned above was received in 2018; the Sewer Department has five years to use the funding until we incur the debt service. At this time we are nearing completion of the first round of sewer replacements. There are still three other major projects that are still being designed and will be constructed with the final project scheduled to take place in 2022 if Maine D.O.T. can complete the Main Street rebuild by the most recent schedule they released.

With Olver associates involved in current projects and their offer to keep the terms and rates of the current contract for the next five years I recommend approving the contract extension.

Thank you,
Steve Aievoli

OLVER ASSOCIATES INC.

ENVIRONMENTAL ENGINEERS

June 7, 2019

Mr. Steve Aievoli, Superintendent
Lisbon Town Office
300 Lisbon Street
Lisbon, Maine 04250

RE: Town Engineer Contract Extension

Dear Steve:

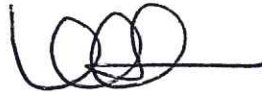
As we discussed by telephone, we are writing to provide documentation regarding the Olver Associates Inc.'s continuation in its position as the Town of Lisbon's professional engineering firm. Under the terms of the October 29, 2014 contract, the initial term of services was to be five years, and will therefore expire later this year after that date. The contract also provided a clause allowing for the extension of the contract by mutual agreement of the Town and Engineer.

Olver Associates Inc. would be pleased to extend this contract in accordance with the existing terms and rates for another five year period. By signing below, the Town accepts and agrees to this extension.

Please let us know if you have any questions regarding this matter. We thank you for this opportunity to be of continued service to the Town of Lisbon.

Very truly yours,

OLVER ASSOCIATES INC.



William M. Olver P.E., President
Senior Managing Partner

WMO/sb

1634/085

CC: Ms. Diane Barnes, Town Manager

ACCEPTANCE AND AUTHORIZATION TO PROCEED:

Signed: _____

Name: _____

Title: _____

Date: _____

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

This is an Agreement made as of October 29, 2014 between the Town of Lisbon, Maine (Town) and Olver Associates Inc. of Winterport, Maine (Engineer) for professional engineering services which Engineer will provide to the Town as requested by the Town.

- A. Town employs Engineer to perform professional engineering services, to serve as Town's professional engineering representative, and to provide professional engineer consultation and advice for a fee, as set forth below, on a variety of engineering assignments as may be requested by Town from time to time.
- B. Engineer will provide the following services on an as requested basis:
 - 1) Meet with Town, when requested by Town officials, to respond to various engineering assignments that the Town may wish to ask Engineer to perform.
 - 2) After written or verbal authorization by Town to proceed on specific assignments, Engineer shall perform the following professional services:
 - a) Consult with Town to clarify and define Town's requirements for the Assignment and review available data;
 - b) Advise Town as to the necessity of Town's providing or obtaining from others special services and data required in connection with the Assignment and assist Town in obtaining such data and services;
 - c) Provide analyses of Town's needs with evaluations and comparative studies of prospective solutions;
 - d) Prepare written Reports of Engineer's findings and recommendations and furnish copies of Reports and review them in person with Town as requested.
- C. Town shall do the following in a timely manner:
 - 1) Provide all criteria and full information as to Town's requirements for the Assignment and designate a person with authority to act on Town's behalf on all matters concerning the Assignment.
 - 2) Furnish to Engineer all existing studies, reports, and other available data pertinent to the Assignment, obtain or authorize Engineer to obtain or provide additional reports and data as required, and furnish to Engineer services of others required for the performance of Engineer's services hereunder, and Engineer shall be entitled to use and rely upon all such information and services provided by Town or others in performing Engineer's services under this Agreement.
 - 3) Arrange for access to and make all provisions for Engineer to enter upon public and private property as required for Engineer to perform services hereunder.

D. Payment by Town to Engineer for professional services shall be made as follows:

- 1) For periodic, ongoing services including meetings, opinions, brief letter reports, and brief evaluations that are not related to or part of a major project, and for minor assignments that may arise from time to time, Principal Engineers will be paid at the rate of \$75 per hour.
- 2) For major study, design and/or construction inspection assignments, Engineer will be paid on the basis of a lump sum fee to be negotiated for a specific scope of services to be defined by the Town and Engineer in a letter which shall be considered as a written amendment to this Agreement.
- 3) Direct project expenses incurred by the Engineer such as mileage, plan reproduction, permit fees, and subconsultants shall be billed to the Town by the Engineer at cost without markup. No mileage costs will be charged for travel that is part of periodic, ongoing services and is not related to a major project.
- 4) Engineer shall not exceed agreed upon budgets without written authorization from Town.
- 5) Engineer shall invoice the Town for services provided every thirty days. Lump sum fees shall be billed proportionately on the basis of work completed as of date of invoice.
- 6) Town shall pay Engineer for all services incurred within thirty days of date of invoice.

E. This Agreement is made subject to the following additional considerations:

- 1) All documents prepared or furnished by Engineer (and Engineer's independent professional associates and subconsultants) pursuant to this Agreement are instruments of service and Engineer shall retain an ownership and property interest therein. Town may make and retain copies for information and reference; however, such documents are not intended or represented to be suitable for reuse by Town or others for any purpose other than that originally intended by Engineer. Any reuse without written verification or adaptation by Engineer for the specific purpose intended will be at Town's sole risk and without liability or legal exposure to Engineer, or to Engineer's independent professional associates or subconsultants, and Town shall indemnify and hold harmless Engineer and Engineer's independent professional associates and subconsultants from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from inappropriate misuse by Town or its agents.
- 2) Opinions of probable construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and considerations of operations and maintenance costs prepared by Engineer hereunder will be made on the basis of Engineer's experience and qualifications and represent Engineer's best judgment as an experienced and qualified design professional. It is recognized, however, that Engineer does not have control over the costs of labor, materials, equipment or services furnished by others or over market conditions or contractors' methods of determining their prices, and that any evaluation of any facility to be constructed or work to be performed on the basis of the Report must of necessity be speculative until completion of its detailed design and bidding. Accordingly, Engineer does not guarantee that proposals, bids, or

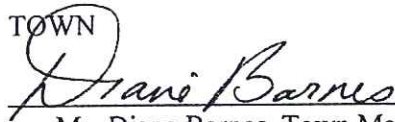
actual cost will not vary from opinions, evaluations, or estimates submitted by Engineer to Town hereunder.

- 3) Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Town and Engineer, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Town and Engineer and not for the benefit of any other party.
- 4) The term of this Agreement shall be for a period of five (5) years upon which it will automatically terminate unless extended by mutual agreement of Town and Engineer.
- 5) The obligation to provide further services under this Agreement may be terminated by either party upon thirty days' written notice. In the event of any termination, Engineer will be paid for all services rendered and reimbursable expenses incurred up to the date of termination.

F. This Agreement constitutes the entire Agreement between Town and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

TOWN



Ms. Diane Barnes, Town Manager
Lisbon Town Office

ENGINEER



William M. Olver, President
Olver Associates Inc.

Address for Giving Notices:

300 Lisbon Street
Lisbon, Maine 04250

Address for Giving Notices:

P.O. Box 679
Winterport, Maine 04496

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER
FROM: RANDY CYR, PUBLIC WORKS DIRECTOR
SUBJECT: SKID-STEER BIDS
DATE: 07/30/2019

Town of Lisbon, Public Works Department sent a request for Bids for a Skid-Steer loader based on required specifications noted in the bid packet.

Bids were sent on July 22, 2019, to all companies wanting to submit. The cut off time for submission of all sealed bids to the town was July 30, 2019 @ 10:00 am.

The companies that were sent a request for bids were Jordan Equipment, Milton CAT, Wallingford Equipment and Hammond Tractor. In order, the bids received and opened are as followed:

1. Jordan Equipment - \$49,568.95
2. Milton CAT - \$59,900.00
3. Wallingford Equipment - Did not submit a Bid
4. Hammond Tractor - Did not submit a Bid

After thorough review of each submitted bid, I recommend that the winning bid go Jordan Equipment, due to the lower cost and also because the specs within their bid packet meet our specification needs.

Total amount requested from Unassigned Funds for this Bid is **\$49,568.95**



TOWN OF LISBON

Lisbon and Lisbon Falls

Settled in 1628 -- Incorporated June 22, 1799

Town Offices – 300 Lisbon Street, Lisbon, Maine 04250

Telephone 353-3000 Fax 353-3007

Town Council

Allen Ward

Chair

Norm Albert

Christopher Brunelle

Dale James Crafts

Kris Crawford

Kasie Kolbe

Mark Lunt

Town Manager

Diane Barnes

July 22, 2019

The Town of Lisbon is soliciting bids for a New, Wheeled Skid-Steer. Please see the attached specification page for the specs we are requesting. Failure to submit a complete bid package may nullify your bid. The Town of Lisbon reserves the right to accept or reject any or all bids, if it is in the best interest of the town. Bids will be awarded pending final approval by the Town Council.

Sealed bids must be submitted to the Town Office Labeled Skid-Steer, Attn: Randy Cyr, no later than July 30, 2019 at 10:00 AM, in which there will be a public opening of all bids received at that time.

Any questions regarding the bid specifications page should be directed to Randy Cyr, Public Works Director at, 207-576-8694 or by e-mail at rcyr@lisbonme.org.

Sincerely,

Randy Cyr
Public Works Director

FY 20 Skid-Steer Bid Opening
Tuesday, July 30, 2019
Council Chambers
10:00am

Present: Randy Cyr, Public Works Director
Ray Soucy, Public Works Admin

The following bids were received for a Skid-Steer and publicly opened:

Jordan Equipment	\$49,568.95
18 Blackstrap Road	
Falmouth, ME 04105	

Milton CAT	\$59,900.00
16 Pleasant Hill Road	
Scarborough, ME 04074	

Wallingford Equipment	Did not submit a bid
2527 Turner Rd, Route 4	
Auburn, ME 04210	

Hammond Tractor	Did not submit a bid
26 John Deere Road	
Auburn, ME 04210	



Product Quotation

Quotation Number: 29801D030254

Date: 2019-07-30 08:53:09

Ship to	Bobcat Dealer	Bill To
Lisbon Public Works Department 14 capital ave Lisbon Falls, ME 04252	Jordan Equipment Company, Falmouth, ME 18 BLACKSTRAP ROAD FALMOUTH ME 04105 Phone: (207) 797-2240 Fax: (207) 878-3506 Contact: Carl Skilling Phone: 207-797-2240 Fax: 207-878-3506 Cellular: 207-650-6562 E Mail: cskilling@jordanequipmentne.com	Lisbon Public Works Department 14 capital ave Lisbon Falls, ME 04252

Description	Part No	Qty
S770 T4 Bobcat Skid-Steer Loader 92 HP Turbo Tier 4 Diesel Engine Air Intake Heater (Automatically Activated) Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Bobcat Standard Engine/Hydraulic Systems Shutdown Horn Instrumentation: Engine Temp and Fuel Gauges, Hourmeter, RPM and Warning Lights	M0283	1
	Lift Arm Support Lift Path: Vertical Lights, Front & Rear Operator Cab Includes: Adjustable Suspension Seat, Top & Rear Windows, Parking Brake, Seat Bar, Seat Belt Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) meets SAE- J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts) Tires: 12-16.5 12 PR Bobcat Heavy Duty Warranty: 2 years, or 2000 hours whichever occurs first	
A91 Option Package Cab enclosure with Heat and AC High Flow Hydraulics Sound Reduction Hydraulic Bucket Positioning Power Bob-Tach Deluxe Instrument Panel Keyless Start	M0283-P01-A91	1
	Two Speed Travel with SAPR Parking Brake 3-Point Belt Attachment Control Kit Cab Accessories Package	
Selectable Joystick Controls (SJC)	M0283-R01-C04	1
Radio	M0283-R26-C02	1
Telematics US	M0283-R51-C02	1
Strobe Light Kit, Amber	7129301	1
74" C/I Heavy Duty Bucket	6732305	1
-- Bolt-On Cutting Edge, 74"	6718007	1

Total of Items Quoted
Quote Total - US dollars

\$49,568.95
\$49,568.95

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____

Finance Worksheet

QuoteFinance

Milton



Mr. Randy Cyr, Director of Public Works
Town of Lisbon
300 Lisbon Street
Lisbon, Maine 04250

July 29, 2019

Dear Randy,

I want to thank you for allowing Milton Caterpillar the #1 Caterpillar dealer America the opportunity to provide you with a bid for your upcoming Skid Steer needs. Milton Cat highly values your business and you can be assured you will receive the finest service and dealer support on machines that lead the industry.

As you may know the Caterpillar line of equipment is the leader in the industry in performance, reliability, durability, and resale value, this matched with Milton Cat's industry leading product support will provide you with a machine that will provide you with a low lease/purchase cost. In most cases Caterpillar does not have the lowest purchase cost, however, when you look at the above benefits of buying a Caterpillar from Milton Cat you will be getting the lowest cost per year of owning and operating costs.

Pursuant to your request Milton Cat has provided you with a bid on a new Caterpillar 272D3 Skid Steer, as closely as possible to your specifications dated 7/22/19.

Corporate:

100 Quarry Drive
Millsboro, MA 01757
508.634.3400

84 Concord Street
North Reading, MA 01864
978.276.2400

14 Kendrick Road, Rt. 28
Wareham, MA 02571
508.291.1200

2158 Plainfield Pike
Cranston, RI 02920
401.946.6350

30 Industrial Drive
Londonderry, NH 03053
603.665.4500

One Cat Lane, Rt. 2
Richmond, VT 05477
802.434.4228

79 Robertson Boulevard
Brewer, ME 04412
207.989.1890

16 Pleasant Hill Road
Scarborough, ME 04074
207.883.9586

500 Commerce Drive
Clifton Park, NY 12065
518.877.8000

294 Ainsley Drive
Syracuse, NY 13210
315.476.9981

4610 E. Sable Drive
Batavia, NY 14020
585.815.6200

55 Industrial Park Drive
Binghamton, NY 13901
607.772.6500

Standard/Optional Equipment:

ELECTRICAL

12 Volt Electrical System
100 Ampere Alternator
Ignition Key Start / Stop / Aux Switch
Lights: - Gauge backlighting
- Two rear tail lights
- Two rear LED working lights
- Two adjustable front LED lights
- Dome light
Backup Alarm
Heavy Duty Battery, 1000 CCA, W/Disc.
Electrical Outlet, Beacon
AM/FM Radio
120V. engine coolant heater

OPERATOR ENVIRONMENT

Gauges:
- Fuel level
- Hour meter
Operator Warning System Indicators:
- Air filter restriction
- Alternator output
- Armrest raised/operator out of seat
- Engine coolant temperature
- Engine oil pressure
- Glow plug activation
- Hydraulic filter restriction
- Hydraulic oil temperature
- Park brake engages
- Engine emission system
Storage compartment with netting
Deluxe Fabric Suspension Seat, W/Heat
Ergonomic Contoured Armrest
Adjustable Joystick Controls
Control Interlock System, when operator leaves seat or armrest raised:
- Hydraulic system disables
- Hydrostatic transmission disables
- Parking brake engages
ROPS Cab, Tilt Up, Enclosed with AC/Heater/Defroster.
Headliner & Post Trim Covers, Cup Holder, Side Windows, Polycarbonate Cab Door
Anti-theft Security System w/6 button keypad
FOPS, Level 1
Top and Rear Windows
Floor mat
Interior Rear-View Mirror
12V Electric Socket
Horn
Hand (Dial) Throttle, Electronic
Rear Camera

Frames

Lift Linkage, Vertical Path
Chassis, One Piece Welded
Machine Tie Down Points (4)
Belly Pan Cleanout
Support, Lift Arm
Rear Bumper, Welded

POWERTRAIN

Caterpillar C3.8 Diesel Engine
- Gross Horsepower per SAE J1349
98 hp
- EPA Tier 4f
Certified with Aftertreatment
- Electric Fuel Priming Pump
- Glow plugs Starting Aid
- Liquid Cooled, Direct Injection
Air Cleaner, Dual Element, Radial Seal
S-O-S Sampling Valve, Hydraulic Oil
Filter, Cartridge Type, Hydraulic
Filters, Cartridge Type, Fuel and Water Separator
Radiator / Hydraulic Oil
Cooler (side-by-side)
Spring Applied, Hydraulically Released, Parking Brakes
Hydrostatic Transmission
Four Wheel Chain Drive
Two Speed

HYDRAULICS

High Flow XPS Auxiliary Hydraulics with Continuous Flow 32 GPM
CONTROLS:
Electro/Hydraulic Implement Control, RH
Electro/Hydraulic Hydrostatic
Transmission Control, LH
Return To Dig/Self Level
ISO joystick control (Work Tool Control) and electronic foot throttle pedal with decal pedal functionality

OTHER STANDARD/OPTIONAL EQUIPMENT

Engine Enclosure - Lockable
Extended Life Antifreeze (-37C, -34F)
Hydraulic quick coupler
Hydraulic Oil Level Sight Gauge
Radiator Coolant Level Sight Gauge
Radiator Expansion Bottle
Cat Tough Guard Hose
Heavy Duty Flat Faced Quick Disconnects with Integrated Pressure Release
Split D-Ring to Route Work Tool Hoses Along Side on Left Lift Arms
Variable Speed Hydraulic Cooling Fan - Demand/Reversing
Product Link
Tires - Caterpillar 12-16.5 14 Ply Tires (72")
74" .9 CY LM Bucket
Fire Extinguisher
Rated Operating Capacity 3400 Pounds

Mr. Randy Cyr
Page 3

\$ 59,900.00 Discounted Cost, per specifications on page 2

FOB: Lisbon, ME

Exemptions to your 7/22/19 Specifications:

Your specifications dated 7/22/19 are very confusing and basically list all things/options available on a Bobcat machine but does not go into detail as what you specifically want. Therefore, we have listed a detailed list of specifications and options we have included in our bid. Should you wish to discuss how our machine is specified verses your 7/22/19 specifications we would be happy to sit down and discuss it with you.

Should the Town of Lisbon wish to lease/purchase the Caterpillar Skid Steer, Caterpillar Financial offers municipalities' low lease rates for up to Seven (7) years. These governmental leases can be structured with monthly, quarterly, semi-annual or annual payments, both upfront and in arrears. I would be more than happy to provide you with any specific lease terms or amounts, should you so desire.

In closing, I wish to thank you for allowing Milton Cat the opportunity to provide you with this bid and I look forward to providing the Town of Lisbon with a new Caterpillar 272D3. Should you need additional information or if you have any additional questions, please feel free to contact me.

Sincerely,



Brent Davis
Sales Representative

JES

surface/lisbonmedavis272d3bid19

PHOTO TO COME

Cat® 272D3

SKID STEER LOADER

PRELIMINARY

FEATURES:

The Cat® 272D3 Skid Steer Loader, with its long wheel base and vertical lift design, delivers extended reach and lift height for quick and easy truck loading. Its stability and lifting performance provides excellent material handling. The 272D3 features the following:

- **Industry leading sealed and pressurized cab option** provides a cleaner and quieter operating environment with excellent work tool visibility.
- **Available high-back, heated, air ride seat with seat mounted adjustable joystick controls** makes Cat Skid Steer Loaders the industry leader in operator comfort.
- **High performance power train** provides maximum performance and production capability through the Electronic Torque Management system, optional two speed travel and an electronic hand/foot throttle with decel pedal capability.
- **High Flow XPS hydraulic system** is available for applications that demand maximum hydraulic work tool performance.
- **Electronically controlled Cat C3.8 engine** provides high horsepower and torque while meeting U.S. EPA Tier 4 Final and EU Stage IV emission standards.

- **Cat "Intelligent Leveling" system (ILEV)** provides industry leading technology, integration, and is now packaged with dual direction self level, work tool return to dig, and work tool positioner.
- **Speed Sensitive Ride Control option** improves operation on rough terrain, enabling better load retention, increased productivity and greater operator comfort.
- **Maximize machine capability and control** with the standard Advanced Display providing on-screen adjustments for implement response, hystat response and creep control. Also features multi-language functionality with customizable layouts, security system and rearview camera.
- **Ground level access** to all daily service and routine maintenance points helps reduce machine downtime for greater productivity.
- **Broad range of performance matched Cat Work Tools** make the Cat Skid Steer Loader the most versatile machine on the job site.
- **Available Long Lasting LED Work Lights** (front and rear) provide superior job site illumination.

Specifications

Engine

Engine Model	Cat C3.8 DIT (turbo)	
Gross Power SAE J1995	73 kW	98 hp
Net Power SAE J1349	71 kW	95 hp
Net Power ISO 9249	71 kW	96 hp
Peak Torque at 1,500 rpm SAE J1995	334 N-m	246 lbf-ft
Displacement	3.8 L	232 in³
Stroke	120 mm	4.7 in
Bore	100 mm	3.9 in

Weights*

Operating Weight	4143 kg	9,133 lb
------------------	---------	----------

Power Train

Travel Speed (Forward or Reverse):		
One Speed	10.6 km/h	6.6 mph
Two Speed Option	15.1 km/h	9.4 mph

Operating Specifications*

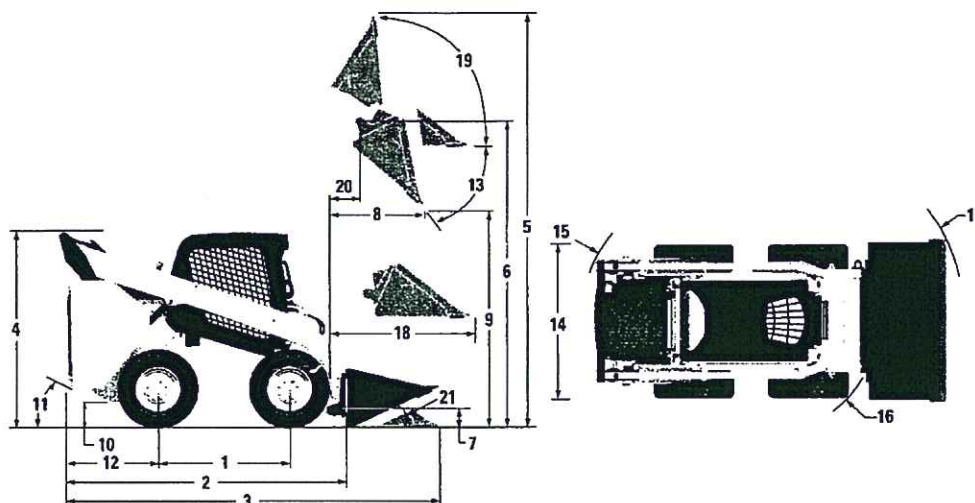
Rated Operating Capacity	1542 kg	3,400 lb
Rated Operating Capacity with Optional Counterweight	1656 kg	3,650 lb
Tipping Load	3084 kg	6,800 lb
Breakout Force, Tilt Cylinder	3376 kg	7,443 lb
Breakout Force, Lift Cylinder	2755 kg	6,074 lb

Hydraulic System

Hydraulic Flow – Standard:		
Loader Hydraulic Pressure	23 000 kPa	3,335 psi
Loader Hydraulic Flow	86 L/min	23 gal/min
Hydraulic Power (calculated)	33 kW	44 hp
Hydraulic Flow – High Flow XPS:		
Maximum Loader Hydraulic Pressure	28 000 kPa	4,061 psi
Maximum Loader Hydraulic Flow	121 L/min	32 gal/min
Hydraulic Power (calculated)	57 kW	76 hp

CAT®

272D3 Skid Steer Loader



Dimensions*

1 Wheelbase	1386 mm	54.6 in	12 Bumper Overhang behind Rear Axle	1175 mm	46.2 in
2 Length without Bucket	3242 mm	127.6 in	13 Maximum Dump Angle	51°	
3 Length with Bucket on Ground	3954 mm	155.7 in	14 Vehicle Width over Tires	1829 mm	72.0 in
4 Height to Top of Cab	2094 mm	82.4 in	15 Turning Radius from Center – Machine Rear	1899 mm	74.7 in
5 Maximum Overall Height	4067 mm	160.1 in	16 Turning Radius from Center – Coupler	1482 mm	58.3 in
6 Bucket Pin Height at Maximum Lift	3229 mm	127.1 in	17 Turning Radius from Center – Bucket (racked)	2280 mm	89.8 in
7 Bucket Pin Height at Carry Position	198 mm	7.8 in	18 Maximum Reach with Arms Parallel to Ground	1282 mm	50.5 in
8 Reach at Maximum Lift and Dump	769 mm	30.3 in	19 Rack Back Angle at Maximum Height	84°	
9 Clearance at Maximum Lift and Dump	2438 mm	96.0 in	20 Bucket Pin Reach at Maximum Lift	374 mm	14.7 in
10 Ground Clearance	226 mm	8.9 in	21 Roll Back Angle	28°	
11 Departure Angle	27°				

*Operating Weight, Operating Specifications and Dimensions all based on 75 kg (165 lb) operator, all fluids, one speed, enclosed cab with glass door, side windows, heater, mechanical suspension seat, advanced display, standard flow hydraulics, 850 CCA battery, 1883 mm (74 in) low profile bucket, no optional counterweights, Cat PC 12 x 16.5 tires and manual quick coupler (unless otherwise noted).

Cab

ROPS	ISO 3471:2008
FOPS	ISO 3449:2005 Level I

Service Refill Capacities

Chain Box, each side	10.2 L	2.7 gal
Cooling System	16 L	4.1 gal
Diesel Exhaust Fluid (DEF) Tank	19 L	5 gal
Engine Crankcase	13 L	3.5 gal
Fuel Tank	120 L	31.7 gal
Hydraulic System	55 L	14.5 gal
Hydraulic Tank	39 L	10.3 gal

Noise Level

Inside Cab**	83 dB(A)
Outside Cab***	102 dB(A)

- Cab and Rollover Protective Structures (ROPS) are standard in North America and Europe.

**The declared dynamic operator sound pressure levels per ISO 6396:2008. The measurements were conducted with the cab doors and windows closed and at 70% of the maximum engine cooling fan speed. The sound level may vary at different engine cooling fan speeds.

***The labeled sound power level for the CE marked configurations when measured according to the test procedure and conditions specified in 2000/14/EC.

Air Conditioning System (if equipped)

The air conditioning system on this machine contains the fluorinated greenhouse gas refrigerant R134a (Global Warming Potential = 1430). The system contains 0.81 kg of refrigerant which has a CO₂ equivalent of 1.158 metric tonnes.

272D3 Skid Steer Loader

MANDATORY EQUIPMENT

- Hydraulics, Standard or High Flow XPS
- Quick Coupler, Mechanical or Powered
- High Visibility Seat Belt, 50 mm (2 in) or 75 mm (3 in)
- Power Train: One Speed, Two Speed or Two Speed with Speed Sensitive Ride Control
- Tires, 12 x 16.5 or 14 x 17.5

PERFORMANCE PACKAGE *(must select one of the following)*

- Performance Package H1: *Standard Flow Hydraulics (No Self Level)*
- Performance Package H2: *Standard Flow, Dual Direction Electronic Self Level (Raise and Lower), Work Tool Return to Dig, Work Tool Positioner, and Electronic Snubbing (Raise and Lower)*
- Performance Package H3: *High Flow XPS, Dual Direction Electronic Self Level (Raise and Lower), Work Tool Return to Dig, Work Tool Positioner, and Electronic Snubbing (Raise and Lower)*

STANDARD EQUIPMENT

ELECTRICAL

- 12 volt Electrical System
- 100 ampere Alternator
- Ignition Key Start/Stop Switch
- Lights: *Gauge Backlighting, Two Rear Tail Lights, Two Rear Halogen Working Lights, Two Adjustable Front Halogen Lights, Dome Light*
- Backup Alarm
- Heavy Duty Battery, 850 CCA

OPERATOR ENVIRONMENT

- Gauges: *Fuel Level, DEF Level, Hour Meter*
- Operator Warning System Indicators: *Air Filter Restriction, Alternator Output, Armrest Raised/Operator Out of Seat, Engine Coolant Temperature, Engine Oil Pressure, Air Inlet Heater Activation, Hydraulic Filter Restriction, Hydraulic Oil Temperature, Park Brake Engaged, Engine Emission System*
- Adjustable Vinyl Seat
- Fold In Ergonomic Contoured Armrest
- Control Interlock System, when operator leaves seat or armrest raised: *Hydraulic System Disables, Hydrostatic Transmission Disables, Parking Brake Engages*
- ROPS Cab, Open, Tilt Up
- FOPS, Level I
- Top and Rear Windows
- Floor Mat
- Interior Rearview Mirror
- 12 volt Electric Socket
- Horn
- Hand (Dial) and Foot Throttle, Electronic with Decel Feature
- Adjustable Joystick Controls
- Advanced Display with Rearview Camera: *Full Color, 127 mm (5 in) LCD Screen, Advanced Multi-operator Security System, On-screen Adjustments for Implement Response, Hystat Drive Response and Creep Control*
- Storage Compartment with Netting

COMFORT PACKAGE *(must select one of the following)*

- Open ROPS (C0): *Static Seat (No Foot Throttle, Headliner, Heater or Door)*
- Open ROPS (C1): *Foot Throttle, Headliner, Cup Holder, and choice of Seat (Mechanical Suspension or High Back, Heated, Air Ride Seat) (No Heater or Door)*
- Enclosed ROPS with Heater (C2): *Foot Throttle, Headliner, Heater and Defroster, Side Windows, Cup Holder, Radio Ready, choice of Seat (Mechanical Suspension or High Back, Heated, Air Ride Seat) and Door (Glass or Polycarbonate)*
- Enclosed ROPS with A/C (C3): *C2 + Air Conditioner*

POWER TRAIN

- Cat C3.8, Turbo Diesel Engine, Meeting Tier 4 Final and Stage IV Emission Standards
- Air Cleaner, Dual Element, Radial Seal
- S-O-SSM Sampling Valve, Hydraulic Oil
- Filters, Cartridge-type, Hydraulic
- Filters, Canister-type, Fuel and Water Separator
- Radiator/Hydraulic Oil Cooler (side-by-side)
- Spring Applied, Hydraulically Released Parking Brakes
- Hydrostatic Transmission
- Four Wheel Chain Drive

OTHER

- Engine Enclosure, Lockable
- Extended Life Antifreeze, -37° C (-34° F)
- Machine Tie Down Points (6)
- Support, Lift Arm
- Hydraulic Oil Level Sight Gauge
- Radiator Coolant Level Sight Gauge
- Radiator, Expansion Bottle
- Cat ToughGuardTM Hose
- Auxiliary, Hydraulics, Continuous Flow
- Heavy Duty, Flat Faced Quick Disconnects with Integrated Pressure Release
- Split D-Ring to Route Work Tool Hoses Along Side of Left Lift Arm
- Electrical Outlet, Beacon
- Belly Pan Cleanout
- Variable Speed Demand Fan
- Product LinkTM PL240, Cellular

272D3 Skid Steer Loader

OPTIONAL ATTACHMENTS

- External Counterweights
- Beacon, Rotating
- Engine Block Heater – 120V
- Oil, Hydraulic, Cold Operation
- Paint, Custom
- Heavy Duty Battery, 850 CCA, with Battery Disconnect
- Heavy Duty Battery, 1,000 CCA, with Battery Disconnect
- Product Link PL641, Cellular
- Variable Speed Demand Fan with Reversing Functionality
- Bluetooth® Radio with Microphone (AM/FM/Weather Band Receiver with USB and Auxiliary Input Jack)

For more complete information on Cat products, dealer services, and industry solutions, visit us on the web at www.cat.com

© 2019 Caterpillar
All rights reserved

Materials and specifications are subject to change without notice. Featured machines in photos may include additional equipment. See your Cat dealer for available options.

CAT, CATERPILLAR, LET'S DO THE WORK, their respective logos, "Caterpillar Yellow," the "Power Edge" and Cat "Modern Hex" trade dress as well as corporate and product identity used herein, are trademarks of Caterpillar and may not be used without permission.

AEHQ8211 (05-2019)
(Am North, EU, APD, ANZP)



MEMORANDUM FROM TOWN OF LISBON PUBLIC WORKS

TO: DIANE BARNES, TOWN MANAGER
FROM: RANDY CYR, PUBLIC WORKS DIRECTOR
SUBJECT: AVCOG SALT BID RESULTS
DATE: 07/31/2019

The following information is from AVCOG, who released the bidding information for northern and southern municipality's road salt for 2019-2020.

AVCOG solicited bids to ten vendors which only two vendors replied with a bid. After a thorough review of the bids, they decided the winning bid goes to Eastern Salt Company. The Prices from Eastern Salt Company reflect a decrease from last year's prices of \$1.72/ton for the North and \$1.20/ton for the South.

To ensure municipalities receive this rate, the Town of Lisbon is required to purchase no less than 75% of our estimated salt quantity reported to AVCOG and may be more if we order above 125% of our estimate which was 3,500 tons.

The breakdown of all bids is as followed:

**Salt Bid Results
2019 - 2020**

Vendor	FOB Stockpile	North Region	North Region	South Region	South Region
		Base Bid	Quantity over 500 tons before Dec. 15	Base Bid	Quantity over 1,000 tons before Dec. 15
Cargill Deicing Technology	No Bid	No Bid	No Bid	No Bid	No Bid
Eastern Salt Company, Inc.	No Bid	61.63	61.63	57.00	57.00
Granite State Minerals	No Bid	No Bid	No Bid	No Bid	No Bid
Harcros Chemicals	No Bid	No Bid	No Bid	No Bid	No Bid
International Salt Company	No Bid	No Bid	No Bid	No Bid	No Bid
Mid-Atlantic Salt, LLC	No Bid	No Bid	No Bid	No Bid	No Bid
Monson Companies	No Bid	No Bid	No Bid	No Bid	No Bid
Morton Salt	71.00	71.96	71.96	71.96	71.96
New England Salt	59.00	60.88	60.88	No Bid	No Bid
Sel Warwick	No Bid	No Bid	No Bid	No Bid	No Bid



To: Municipalities Participating in Salt Bid

From: Lisa Bonney

Date: July 31, 2019

Subject: **2019-2020 Salt Bid Results**

On the reverse is the table that presents the bid results for our cooperative road salt purchase. Of the ten vendors that we solicited bids from, only three submitted bids. Of these three, only two submitted prices for the entire AVCOG region; those were Eastern Salt Company, Inc. and International Salt Company.

After reviewing the bids, discussing the results amongst staff and careful consideration by various member municipalities in the North region, AVCOG has decided to accept the bid from Eastern Salt Company, Inc. in its entirety.

These prices from Eastern Salt reflect a decrease from last year's prices of \$1.72/ton for the North and \$1.20/ton for the South.

Remember that specifications require purchase of 75% of your estimate and prices could increase if you order more than 125% of your estimate. Towns having very small orders can contact us if you find it difficult to stay within these limits. If because of a mild winter some towns do not meet their minimum, we will work with you to find a home so that no one pays for salt they do not receive.

If you have participated in the program before, you may call (978) 251-8553 to place orders with Eastern Salt Company Inc. If you are a new participant in the purchase, please contact Eastern Salt to establish an account before ordering.

Eastern Salt Company Inc.
Phone: (855) 676-9388
Fax: (617) 466-2956
Email: Kchase@easternsalt.com
Email: Kduran@easternsalt.com

State that you are part of the AVCOG (Maine) joint purchase and provide all billing information including address and contact person for finances.

If you have any questions, feel free to contact me at (207) 783-9186 or email me at LBonney@avcog.org. If you have problems with your order, you may call us or Eastern Salt Company Inc. at (978) 251-8553.

Also, if you have any incidences of "bad" salt, please call us as soon as possible after the delivery. This is necessary so that proper sampling can be done. We also like to document any problems so that we can factor them into the specs and choice of bidders in the future.

Salt Bid Results 2019 - 2020

Vendor	FOB Stockpile	North Region	North Region	South Region	South Region
		Base Bid	Quantity over 500 tons before Dec. 15	Base Bid	Quantity over 1,000 tons before Dec. 15
Cargill Deicing Technology	No Bid	No Bid	No Bid	No Bid	No Bid
Eastern Salt Company, Inc.	No Bid	61.63	61.63	57.00	57.00
Granite State Minerals	No Bid	No Bid	No Bid	No Bid	No Bid
Harcros Chemicals	No Bid	No Bid	No Bid	No Bid	No Bid
International Salt Company	No Bid	No Bid	No Bid	No Bid	No Bid
Mid-Atlantic Salt, LLC	No Bid	No Bid	No Bid	No Bid	No Bid
Monson Companies	No Bid	No Bid	No Bid	No Bid	No Bid
Morton Salt	71.00	71.96	71.96	71.96	71.96
New England Salt	59.00	60.88	60.88	No Bid	No Bid
Sel Warwick	No Bid	No Bid	No Bid	No Bid	No Bid

MEMO

TO: DIANE BARNES, TOWN MANAGER
FROM: KATHY MALLOY, ASSESSOR
DATE: AUGUST 8, 2019
RE: JULY MONTHLY REPORT

See Attached

MAINE REVENUE SERVICES - 2019 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM

Municipality: LISBON

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

1. Total Taxable Valuation of Real Estate	1	552,321,500	
		(should agree with MVR Page 1, line 6)	
2. Total taxable valuation of personal property	2	38,612,200	
		(should agree with MVR Page 1, line 10)	
3. Total Taxable Valuation of real estate and personal property (Line 1 plus line 2)	3	590,933,700	
		(should agree with MVR Page 1, line 11)	
4. (a) Total exempt value for all homestead exemptions granted	4(a)	45,738,700	
		(should agree with MVR Page 1, line 14f)	
(b) Homestead exemption reimbursement value	4(b)	28,586,688	
		(Line 4(a) multiplied by .625)	
5. Total of all BETE exempt valuation	5(a)	31,331,600	
		(should agree with MVR Page 2, line 15c)	
Enhanced Total of all reimbursable BETE Exempt Valuation	5(b)	17,426,666	
6. Total Valuation Base (Line 3 plus line 4(b) plus line 5(b))	6	636,947,054	

ASSESSMENTS

7. County Tax	7	722,337.00	
8. Municipal Appropriation	8	9,247,224.00	
9. TIF Financing Plan Amount	9	772,604.86	
10. Local Educational Appropriation (Local Share/Contribution)	10	7,410,217.00	
(Adjusted to Municipal Fiscal Year)			
11. Total Assessments (Add lines 7 through 10)	11	18,152,382.86	

ALLOWABLE DEDUCTIONS

12. State Municipal Revenue Sharing	12	924,776.00	
13. Other Revenues: (All other revenues that have been formally appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. Do Not Include any Homestead or BETE Reimbursement)	13	2,670,405.00	
14. Total Deductions (Line 12 plus line 13)	14	3,595,181.00	
15. Net to be raised by local property tax rate (Line 11 minus line 14)	15	14,557,201.86	

16.	14,557,201.86	X	1.05	=	15,285,061.95	Maximum Allowable Tax
17.	14,557,201.86	/	636,947,054	=	0.022855	Minimum Tax Rate
18.	15,285,061.95	/	636,947,054	=	0.023997	Maximum Tax Rate
19.	590,933,700	X	0.023100 (Selected Rate)	=	13,650,568.47	Tax for Commitment (Enter on MVR Page 1, line 13)
20.	14,557,201.86	X	0.05	=	727,860.09	Maximum Overlay
21.	28,586,688	X	0.023100 (Selected Rate)	=	660,352.49	Homestead Reimbursement (Enter on line 8, Assessment Warrant)
22.	17,426,666	X	0.023100 (Selected Rate)	=	402,555.98	BETE Reimbursement (Enter on line 9, Assessment Warrant)
23.	14,713,476.94	-	14,557,201.86	=	156,275.08	Overlay (Enter on line 5, Assessment Warrant)

(Line 19 plus lines 21 and 22)

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

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

TOWN OF LISBON
2019 TAX RATE

FISCAL YEAR 2019-20

	A	B	C
1			
2		2019	FISCAL YEAR 2019-2020
3	VALUE	TO SET RATE	ACTUAL COMMITMENT
4	REAL ESTATE VALUE	\$ 552,321,500	\$ 552,321,500
5	PERSONAL PROPERTY	\$ 38,612,200	\$ 38,612,200
6	TOTAL TAXABLE VALUE	\$ 590,933,700	\$ 590,933,700
7			
8	HOMESTEAD EXEMPT VALUE	\$ 45,738,700	\$ -
9	1/2 OF HOMESTEAD EXEMPT VALUE	\$ 28,586,688	\$ -
10	BETE VALUE	\$ 31,331,600	\$ -
11	REIMBURSEABLE BETE VALUE	\$ 17,426,666	\$ -
12	CAPTURED ASSESSED VALUE IN TIFS	\$ (33,446,098)	\$ -
13			
14			
15			
16	TOTAL VALUATION BASE	\$ 603,500,955	\$ 590,933,700.00
17			
18	APPROPRIATION		
19	COUNTY	\$ 722,337.00	\$ 722,337.00
20	MUNICIPAL	\$ 9,247,224.00	\$ 9,247,224.00
21	TIF FINANCING PLAN AMOUNT	\$ -	\$ 772,604.86
22	SCHOOL	\$ 7,410,217.00	\$ 7,410,217.00
23	TOTAL	\$ 17,379,778.00	\$ 18,152,382.86
24			
25	ALLOWABLE DEDUCTIONS		
26	STATE MUNICIPAL REVENUE SHARING	\$ 924,776.00	\$ 924,776.00
27	OTHER REVENUES	\$ 2,670,405.00	\$ 2,670,405.00
28	BETE REIMBURSEMENT		\$ 402,555.98
29	HOMESTEAD REIMBURSEMENT		\$ 660,352.48
30	TOTAL DEDUCTIONS	\$ 3,595,181.00	\$ 4,658,089.46
31			
32	NET TO BE RAISED BY TAXATION	\$ 13,784,597.00	\$ 13,494,293.41
33			
34	MAXIMUM TAX COMMITMENT	\$ 14,473,826.85	\$ 14,169,008.08
35			
36	MINIMUM TAX RATE	0.022841	
37			
38	MAXIMUM TAX RATE	0.023983	
39			
40	CHOSEN TAX RATE	0.02310	0.02310
41			
42	TAX FOR COMMITMENT	\$ 13,940,872.06	\$ 13,650,568.47
43			
44	OVERLAY	\$ 156,275.06	\$ 156,275.06
45			
46	MAXIMUM OVERLAY	\$ 727,860.09	\$ 727,860.09

To: Finance Director
 From: Kathy Malloy, Assessor
 Re: TIF Credit Enhancement Payments
 Date: 08/01/2019
 Cc: Diane Barnes

The captured assessed valuation of the property in TIF Districts and the distribution of the incremental tax revenues are summarized below:

ACCOUNT						
Gendron Realty						
2481	Real Estate Value	\$	2,405,800.00			
	OAV	\$	303,130.00			
	Real Estate Increment	\$	2,102,670.00			
83	Personal Property	\$	3,500.00			
	Total Increment	\$	2,106,170.00			
	Tax Increment %		40%	0.4		
	Tax Increment	\$	842,468.00			
At the tax rate of 0.02310 this increment provides credit enhancement payment of				\$		19,461.01
Enterprise Electric						
3377	Real Estate Value	\$	1,212,600.00			
	OAV	\$	23,400.00			
	Real Estate Increment	\$	1,189,200.00			
144	Personal Property	\$	8,500.00			
	Total Increment	\$	1,197,700.00			
	Tax Increment %		50%	0.5		
	Tax Increment	\$	598,850.00			
At the tax rate of 0.02310 this increment provides credit enhancement payment of				\$		13,833.44
G & C Realty						
2316	Real Estate Value	\$	1,609,400.00			
	OAV	\$	39,600.00			
	Real Estate Increment	\$	1,569,800.00			
11	Personal Property	\$	85,800.00			
	Total Increment	\$	1,655,600.00			
	Tax Increment %		50%	0.5		
	Tax Increment	\$	827,800.00			
At the tax rate of 0.02310 this increment provides credit enhancement payment of				\$		19,122.18

Dingley Press				
3849	Real Estate Value	\$	10,750,600.00	
73	Personal Property	\$	17,304,500.00	
	Total Value	\$	28,055,100.00	
	OAV	\$	6,269,680.00	
	Total Increment	\$	21,785,420.00	
	Tax Increment %		100%	1
	Tax Increment	\$	21,785,420.00	
At the tax rate of 0.02310 this increment provides credit enhancement payment of			\$	503,243.20
this increment is credit enhancement payment to Dingley Press			\$	163,197.92
this increment is funding economic development			\$	340,045.28
Kelly Park				
459	Real Estate Value	\$	66,000.00	
994	Real Estate Value	\$	1,930,500.00	
1837	Real Estate Value	\$	2,015,000.00	
	Total Real Estate Value	\$	4,011,500.00	
	Personal Property		-	
	Total Value	\$	4,011,500.00	
	OAV	\$	158,610.00	
	Total Increment		\$3,852,890.00	
	Tax Increment %		100%	1
	Tax Increment	\$	3,852,890.00	
At the tax rate of 0.02310 this increment provides credit enhancement payment of			\$	89,001.76
60% of this increment is credit enhancement to Kelly Park			\$	53,401.06
40% of this increment is funding economic development			\$	28,499.33
Down Town TIF				
277 Accounts				
Detailed list available in Assessing Office				
	Real Estate	\$	41,835,900.00	
	Personal Property		-	
	Total Value	\$	41,835,900.00	
	OAV	\$	36,297,230.00	
	Total Increment	\$	5,538,670.00	
	Tax Increment %		100%	1
	Tax Increment	\$	5,538,670.00	
At the tax rate of 0.02310 this increment provides credit enhancement payment of			\$	127,943.28
100% of this increment is funding economic development				
Total of TIF funding obligations			\$	772,604.87
Total captured assessed value in TIFs			\$	33,446,098.00

Tax Rate 0.0231

Notes**2019/20 Tax Year**

DownTown CE increase due to factoring land & residential

1.15 & 1.16

Kelly Park increase due to new apartment building

Notes**2018/19 Tax Year**

Furniture Super Store expired

Increase due to Kelly Park development and

Dingley using an OAV from 1993 & 1997

Tax 2018	Tax 2019	Value 2019
\$ 20,276.10	\$ 19,461.01	\$ 842,468.00
\$ 14,751.23	\$ 13,833.44	\$ 598,850.00
\$ 19,821.08	\$ 19,122.18	\$ 827,800.00
\$ 539,743.89	\$ 503,243.20	\$ 21,785,420.00
\$ 71,248.32	\$ 89,001.76	\$ 3,852,890.00
\$ 34,261.07	\$ 127,943.28	\$ 5,538,670.00
\$ 700,101.69	\$ 772,604.86	\$ 33,446,098.00

2019/20 Dingley

\$ 28,055,100.00	x.02310	\$ 648,072.81	Total Tax
\$ 6,269,680.00	x.02310	\$ 144,829.60	GF
\$ 21,785,420.00	x.02310	\$ 503,243.20	TIF

Dingley Breakdown of Tax 2018/19

\$ 695,482.74	Total Tax	\$ 27,998,500.00	x.02484
\$155,738.85	GF	\$ 6,269,680.00	x.02484
\$ 539,743.89	TIF	\$ 21,728,820.00	x.02484

50% Using OAV of 13,925,410 from 1997

100% Using difference of OAV - 13,925,410-6,269.68=7,655,730

and 50% of OAV 13,925,410

NOTES 2019/20

\$ 28,055,100.00		\$ 163,197.92	Town
\$ 13,925,410.00		\$ 176,847.36	Town
\$ 14,129,690.00		\$ 340,045.28	TOTAL TOWN
0.0231			
\$ 326,395.84	x .50 =	\$ 163,197.92	Dingley /CEA

Code Enforcement

Dennis J. Douglass

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

Monthly Report for July 2019

Building permits issued - 15 –

- 1 Commercial 12 unit multi-family (Kelly Park)
- 1 Commercial office addition
- 3 Residential homes
- 1 Mobile Home
- 3 Remodel/Additions
- 1 Garage
- 2 Storage sheds
- 3 Misc.

Electrical permits issued – 13

- 1 Commercial remodel
- 5 New home construction
- 4 internal plumbing
- 1 Mobile Home hook-up
- 1 Commercial generator
- 1 Solar rooftop

Plumbing permits issued - 7

- 1 Commercial Internal plumbing
- 4 Internal plumbing – new home/remodel
- 1 Mobile hook-up
- 1 New HHE200

Misc. permits issued - 2 – General construction debris/roof shingles

Planning Board :

Findings of Fact - Case #19-5 – Home Daycare approved for 68 Mill Street, Lisbon.

Findings of fact – Case #19-4 Countryside Acres Too subdivision approval

385 Lisbon Street – Conditions of approval – Site plan/parking layout

Moxie Festival wrap-up

Town Planner – Access management discussion.

Appeals Board - No cases to report.

Health Officer -

- No health related cases to report for June

08/08/2019 15:35
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

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

12020000 General Government

12020000 40001 Real estate and	0	0	0	152.40	.00	-152.40	100.0%
12020000 40002 In lieu of prope	-10,000	0	-10,000	.00	.00	-10,000.00	.0%
12020000 40020 Motor vehicle ex	-1,600,000	0	-1,600,000	-147,704.25	.00	-1,452,295.75	9.2%
12020000 40021 Boat excise taxe	-5,000	0	-5,000	-1,041.80	.00	-3,958.20	20.8%
12020000 40030 Interest/Penalti	-32,000	0	-32,000	-2,515.72	.00	-29,484.28	7.9%
12020000 40160 Agent Fees	-28,000	0	-28,000	-3,011.00	.00	-24,989.00	10.8%
12020000 40226 State revenue sh	-924,776	0	-924,776	-89,012.21	.00	-835,763.79	9.6%
12020000 40227 Urban road initi	-97,724	0	-97,724	.00	.00	-97,724.00	.0%
12020000 40231 Veterans Reimbur	-10,000	0	-10,000	.00	.00	-10,000.00	.0%
12020000 40232 Tree Growth Reim	-15,000	0	-15,000	.00	.00	-15,000.00	.0%
12020000 40235 State Road Reven	-20,475	0	-20,475	.00	.00	-20,475.00	.0%
12020000 40260 Fax Revenue	-250	0	-250	-2.00	.00	-248.00	.8%
12020000 40261 Copier Revenue	-150	0	-150	-22.75	.00	-127.25	15.2%
12020000 40901 Sewer Dept Admin	-16,391	0	-16,391	.00	.00	-16,391.00	.0%
12020000 40902 Sewer Dept Benef	-6,531	0	-6,531	.00	.00	-6,531.00	.0%
12020000 40903 Water Dept Admin	-11,460	0	-11,460	-954.97	.00	-10,505.03	8.3%
12020000 40904 Water Dept Benef	-5,395	0	-5,395	-448.09	.00	-4,946.91	8.3%
12020000 40905 Water Dept IT Re	-3,000	0	-3,000	-250.00	.00	-2,750.00	8.3%
12020000 40906 Water Dept Insur	-13,159	0	-13,159	-13,159.20	.00	103.00	100.0%
12020000 40990 Misc. Fees	0	0	0	-103.00	.00	28.00	100.0%
12020000 40991 Misc Revenue	0	0	0	-28.00	.00	28.00	100.0%
12020000 44409 Investment earni	-40,000	0	-40,000	.00	.00	-40,000.00	.0%
TOTAL General Government	-2,839,311	0	-2,839,311	-258,100.59	.00	-2,581,210.41	9.1%

12021600 Planning Board

12021600 40265 Planning/Appeals

TOTAL Planning Board

12022500 Clerk

12022500 40100 Business license
12022500 40110 Clerk Fees
12022500 40112 Vital Records

12022500 40100 Business license	-7,500	0	-7,500	.00	.00	-7,500.00	.0%
12022500 40110 Clerk Fees	0	0	0	-237.25	.00	237.25	100.0%
12022500 40112 Vital Records	-9,057	0	-9,057	-907.00	.00	-8,150.00	10.0%

08/08/2019 15:35
 4975DBarnes

 Town of Lisbon
 YEAR-TO-DATE BUDGET REPORT

 P 2
 glytdbud

FOR 2020 01

 ACCOUNTS FOR:
 1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12022500 40113 Animal Licenses	-884	0	-884	.00	.00	-884.00	.0%
12022500 40263 Notary Fees	-500	0	-500	-90.00	.00	-410.00	18.0%
12022500 40264 School Election	-900	0	-900	.00	.00	-900.00	.0%
TOTAL Clerk	-18,841	0	-18,841	-1,234.25	.00	-17,606.75	6.6%
12024500 Code Enforcement							
12024500 40114 Town Plumbing pe	-5,000	0	-5,000	-255.00	.00	-4,745.00	5.1%
12024500 40266 Construction Fee	-16,000	0	-16,000	-1,170.50	.00	-14,829.50	7.3%
12024500 40268 Sabattus Code Re	-23,000	0	-23,000	-5,625.00	.00	-17,375.00	24.5%
TOTAL Code Enforcement	-44,000	0	-44,000	-7,050.50	.00	-36,949.50	16.0%
13031000 General Assistance							
13031000 40228 General assistan	-17,500	0	-17,500	.00	.00	-17,500.00	.0%
TOTAL General Assistance	-17,500	0	-17,500	.00	.00	-17,500.00	.0%
14040500 Police							
14040500 40400 Court fines	-100	0	-100	.00	.00	-100.00	.0%
14040500 40410 Police Report Fe	-1,500	0	-1,500	-156.00	.00	-1,344.00	10.4%
14040500 40411 Restitution	0	0	0	-160.00	.00	160.00	100.0%
14040500 40412 Town Concealed W	0	0	0	-10.00	.00	10.00	100.0%
14040500 40420 SKO Reimbursemen	-62,940	0	-62,940	.00	.00	-62,940.00	.0%
14040500 40421 School Detail	-7,000	0	-7,000	.00	.00	-7,000.00	.0%
14040500 40991 Misc Revenue	-500	0	-500	.00	.00	-500.00	.0%
TOTAL Police	-72,040	0	-72,040	-326.00	.00	-71,714.00	.5%
14045000 Animal Control							
14045000 40450 ACO Fines & Fees	0	0	0	-75.00	.00	75.00	100.0%
14045000 40451 Sabattus ACO Rev	-21,455	0	-21,455	-10,727.50	.00	-10,727.50	50.0%

08/08/2019 15:35
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 3
glytbdud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14045000 40452 Bowdoin ACO Reve	-8,800	0	-8,800	-4,132.50	.00	-4,667.50	47.0%
14045000 40453 Durham ACO Reven	-9,500	0	-9,500	-2,375.00	.00	-7,125.00	25.0%
TOTAL Animal Control	-39,755	0	-39,755	-17,310.00	.00	-22,445.00	43.5%
14046000 Lisbon Communications Center							
14046000 40431 Lisbon Emergency	-5,500	0	-5,500	.00	.00	-5,500.00	.0%
TOTAL Lisbon Communications Center	-5,500	0	-5,500	.00	.00	-5,500.00	.0%
15052000 Solid Waste							
15052000 40500 Solid Waste Perm	-75,000	0	-75,000	-2,810.00	.00	-72,190.00	3.7%
15052000 40501 Metal	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
15052000 40502 Cardboard	-10,000	0	-10,000	.00	.00	-10,000.00	.0%
15052000 40503 Mixed Paper	-1,500	0	-1,500	.00	.00	-1,500.00	.0%
15052000 40504 Newspaper	-1,200	0	-1,200	.00	.00	-1,200.00	.0%
15052000 40505 Yard Items	-15,000	0	-15,000	-3,592.00	.00	-11,408.00	23.9%
15052000 40506 Tires	-1,000	0	-1,000	-215.00	.00	-785.00	21.5%
15052000 40515 Universal Waste	-3,000	0	-3,000	-1,012.00	.00	-1,988.00	33.7%
15052000 40521 Commercial Dispo	-9,000	0	-9,000	-2,087.00	.00	-6,913.00	23.2%
15052000 40522 Excavation Reven	-2,000	0	-2,000	-300.00	.00	-1,700.00	15.0%
TOTAL Solid Waste	-137,700	0	-137,700	-10,016.00	.00	-127,684.00	7.3%
16060500 Library							
16060500 40360 Library Non-Resi	-1,900	0	-1,900	-400.00	.00	-1,500.00	21.1%
16060500 40361 Library Fines	-2,000	0	-2,000	-234.50	.00	-1,765.50	11.7%
16060500 40362 Library Fax	-475	0	-475	-45.00	.00	-430.00	9.5%
16060500 40363 Damage/Lost Fee	-400	0	-400	-54.88	.00	-345.12	13.7%
16060500 40960 Restricted Donat	0	0	0	-252.00	.00	252.00	100.0%
TOTAL Library	-4,775	0	-4,775	-986.38	.00	-3,788.62	20.7%
16061500 PARKS & RECREATION							
16061500 40300 Before School	-70,000	0	-70,000	-1,813.00	.00	-68,187.00	2.6%

08/08/2019 15:35
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 4
glytdbud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16061500 40301 Fitness Center	-18,000	0	-18,000	-430.00	.00	-17,570.00	2.4%
16061500 40302 Out of Town	-1,500	0	-1,500	.00	.00	-1,500.00	.0%
16061500 40303 Playground	-35,000	0	-35,000	-1,025.00	.00	-33,975.00	2.9%
16061500 40304 Trekker	-44,000	0	-44,000	-2,790.00	.00	-41,210.00	6.3%
16061500 40305 Trips/Excursion	-30,000	0	-30,000	-1,767.00	.00	-28,233.00	5.9%
16061500 40306 Marion T. Morse	-4,500	0	-4,500	-190.00	.00	-4,310.00	4.2%
16061500 40307 Fitness Instruct	-12,000	0	-12,000	-217.00	.00	-11,783.00	1.8%
16061500 40308 Senior Meals	-7,000	0	-7,000	-817.00	.00	-6,183.00	11.7%
16061500 40309 New Programs	-8,000	0	-8,000	-45.00	.00	-7,955.00	.6%
16061500 40310 Moxie 5-K	-3,000	0	-3,000	-7,985.00	.00	4,985.00	266.2%
16061500 40311 Moxie Car Show	-3,000	0	-3,000	-7,512.85	.00	4,512.85	250.4%
16061500 40320 Basketball 1-3	-1,210	0	-1,210	.00	.00	-1,210.00	.0%
16061500 40321 Basketball 4-6	-2,023	0	-2,023	.00	.00	-2,023.00	.0%
16061500 40322 Winter/Spring Sw	-1,500	0	-1,500	.00	.00	-1,500.00	.0%
16061500 40330 Summer Basketbal	-400	0	-400	.00	.00	-400.00	.0%
16061500 40332 Summer Football	-2,000	0	-2,000	-210.00	.00	-1,790.00	10.5%
16061500 40333 Summer Pee Wee F	-120	0	-120	.00	.00	-120.00	.0%
16061500 40334 Summer Soccer	-700	0	-700	.00	.00	-700.00	.0%
16061500 40335 Summer Swim	-1,500	0	-1,500	-60.00	.00	-1,440.00	4.0%
16061500 40336 Co-ed Softball	-12,000	0	-12,000	-350.00	.00	-11,650.00	2.9%
16061500 40337 Summer Tennis	-250	0	-250	.00	.00	-250.00	.0%
16061500 40340 Fall Field Hocke	-520	0	-520	.00	.00	-520.00	.0%
16061500 40341 Fall Soccer	-5,000	0	-5,000	-35.00	.00	-4,965.00	.7%
16061500 40342 Football Tackle	-3,300	0	-3,300	.00	.00	-3,300.00	.0%
16061500 40343 Football Tackle	-2,500	0	-2,500	.00	.00	-2,500.00	.0%
16061500 40344 Track & Field	-3,000	0	-3,000	-75.00	.00	-2,925.00	2.5%
16061500 40366 Playground	0	0	0	-193.00	.00	193.00	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	-400.00	.00	-4,400.00	8.3%
16061500 40381 Beaver Park Fees	-10,000	0	-10,000	-1,953.63	.00	-8,046.37	19.5%
TOTAL PARKS & RECREATION	-294,823	0	-294,823	-27,868.48	.00	-266,954.52	9.5%

17070500 Economic Development

17070500 40670 TIF Revenue

TOTAL Economic Development

18080500 Debt Service-Capital Leases

18080500 40800 Interest Rebate

	-104,696	0	-104,696	.00	.00	-104,696.00	.0%
TOTAL	-104,696	0	-104,696	.00	.00	-104,696.00	.0%

	-15,840	0	-15,840	.00	.00	-15,840.00	.0%
--	---------	---	---------	-----	-----	------------	-----

08/08/2019 15:35
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 5
glytdbud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-15,840	0	-15,840	.00	.00	-15,840.00	.0%
-3,595,181	0	-3,595,181	-322,892.20	.00	-3,272,288.80	9.0%
-3,595,181	0	-3,595,181	-322,892.20	.00	-3,272,288.80	

TOTAL Debt Service-Capital Leases

TOTAL General Fund

TOTAL REVENUES

FOR 2020 01

ACCOUNTS FOR: 6000 Sewer Fund	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
65052500 Treatment Plant							
65052500 40601 Industrial Sewer	0	0	0	-4,341.22	.00	4,341.22	100.0%
65052500 40602 Septage Revenue	0	0	0	-18,900.00	.00	18,900.00	100.0%
65052500 40603 Finance Charges	0	0	0	-455.66	.00	455.66	100.0%
TOTAL Treatment Plant	0	0	0	-23,696.88	.00	23,696.88	100.0%
TOTAL Sewer Fund	0	0	0	-23,696.88	.00	23,696.88	100.0%
TOTAL REVENUES	0	0	0	-23,696.88	.00	23,696.88	

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

1
P
glytdbud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

ORIGINAL
APPROP

TRANFRS/
ADJSTMTS

REVISED
BUDGET

YTD EXPENDED

ENCUMBRANCES

AVAILABLE
BUDGET

PCT
USED

12020500 Elected Officials

12020500 50108 Elected Officials
12020500 50202 Workers Comp Ins
12020500 50230 FICA Employer Co
12020500 50301 Office Supplies
12020500 50306 Postage
12020500 50307 Advertising
12020500 50308 Printing
12020500 50401 Professional Dev

17,730
70
1,357
500
100
1,000
100
1,000

0
0
0
0
0
0
0
0

17,730
70
1,357
500
100
1,000
100
1,000

1,254.08
70
95.90
58
00
1,606.74
00
00

.00
00
00
00
00
-1,472.19
00
00

16,475.92
70.00
1,261.10
499.42
100.00
865.45
100.00
1,000.00

7.1%
0%
7.1%
1%
0%
13.5%
0%
0%

TOTAL Elected Officials

21,857
0
21,857
2,957.30
-1,472.19
20,371.89
6.8%

12021000 Town Manager

12021000 50101 Town Manager
12021000 50107 Administrative
12021000 50201 Unemployment Cos
12021000 50202 Workers Comp Ins
12021000 50210 MEPPERS - Employee
12021000 50220 Health Insurance
12021000 50230 FICA Employer Co
12021000 50301 Office Supplies
12021000 50306 Postage
12021000 50307 Advertising
12021000 50352 Cell Phone/Allow
12021000 50401 Professional Dev
12021000 50413 Mileage/ travel
12021000 50452 Audit services

98,995
49,276
351
3,068
14,827
39,746
11,381
600
250
1,000
840
1,000
2,900
9,850

0
0
0
0
0
0
0
0
0
0
0
0
0
0

98,995
49,276
351
3,068
14,827
39,746
11,381
600
250
1,000
840
1,000
2,900
9,850

7,614.95
3,790.41
00
00
1,140.54
3,046.98
745.56
6.11
60
644.81
70.00
226.86
200.00
2,000.00

.00
00
00
00
00
00
00
00
-65.00
00
00
00
00
00

91,380.05
45,485.59
351.00
3,068.00
13,686.46
36,699.02
10,635.44
593.89
249.40
420.19
770.00
773.14
2,700.00
7,850.00

7.7%
7.7%
0%
0%
7.7%
7.7%
6.6%
1.0%
2%
58.0%
8.3%
22.7%
6.9%
20.3%

TOTAL Town Manager

234,084
0
234,084
19,486.82
-65.00
214,662.18
8.3%

12021500 Appeals Board

12021500 50104 Non Supervisory
12021500 50108 Elected Official
12021500 50202 Workers Comp Ins
12021500 50230 FICA Employer Co

200
751
4
73

0
0
0
0

200
751
4
73

.00
70.87
00
5.47

.00
00
00
00

200.00
680.13
4.00
67.53

.0%
9.4%
0%
7.5%

08/08/2019 15:46
 4975DBarnes

 Town of Lisbon
 YEAR-TO-DATE BUDGET REPORT

 P 2
 glytdbud

FOR 2020 01

 ACCOUNTS FOR:
 1000 General Fund

	ORIGINAL APPROP	TRANSPERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12021500 50301 Office Supplies	50	0	50	.00	.00	50.00	.0%
12021500 50306 Postage	50	0	50	.00	.00	50.00	.0%
12021500 50307 Advertising	375	0	375	.00	.00	375.00	.0%
12021500 50401 Professional Dev	200	0	200	.00	.00	200.00	.0%
TOTAL Appeals Board	1,703	0	1,703	76.34	.00	1,626.66	4.5%
12021600 Planning Board							
12021600 50104 Non Supervisory	1,000	0	1,000	56.02	.00	943.98	5.6%
12021600 50108 Elected Official	5,000	0	5,000	395.83	.00	4,604.17	7.9%
12021600 50202 Workers Comp Ins	24	0	24	.00	.00	24.00	.0%
12021600 50230 FICA Employer Co	459	0	459	34.55	.00	424.45	7.5%
12021600 50301 Office Supplies	400	0	400	92.42	.00	307.58	23.1%
12021600 50306 Postage	150	0	150	.00	.00	150.00	.0%
12021600 50307 Advertising	750	0	750	.00	.00	750.00	.0%
12021600 50401 Professional Dev	600	0	600	.00	.00	600.00	.0%
12021600 50451 Contracted Profe	21,250	0	21,250	1,770.83	.00	19,479.17	8.3%
TOTAL Planning Board	29,633	0	29,633	2,349.65	.00	27,283.35	7.9%
12022000 Legal							
12022000 50450 Legal expense	50,000	0	50,000	118.00	.00	49,882.00	.2%
TOTAL Legal	50,000	0	50,000	118.00	.00	49,882.00	.2%
12022500 Clerk							
12022500 50102 Department Head	57,408	0	57,408	4,415.66	.00	52,992.34	7.7%
12022500 50104 Non Supervisory	25,263	0	25,263	1,788.13	.00	23,474.87	7.1%
12022500 50130 Temporary/season	6,400	0	6,400	.00	.00	6,400.00	.0%
12022500 50201 Unemployment Cos	536	0	536	.00	.00	536.00	.0%
12022500 50202 Workers Comp Ins	348	0	348	.00	.00	348.00	.0%
12022500 50210 MEPPERS - Employee	5,741	0	5,741	441.56	.00	5,299.44	7.7%
12022500 50220 Health Insurance	17,310	0	17,310	1,380.34	.00	15,929.66	8.0%
12022500 50230 FICA Employer Co	6,814	0	6,814	423.80	.00	6,390.20	6.2%
12022500 50301 Office Supplies	2,000	0	2,000	195.76	.00	1,804.24	9.8%

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12022500 50306 Postage	900	0	900	35.51	.00	864.49	3.9%
12022500 50307 Advertising	500	0	500	71.24	-71.24	500.00	.0%
12022500 50308 Printing	4,200	0	4,200	.00	.00	4,200.00	.0%
12022500 50352 Cell Phone/Allow	420	0	420	35.00	.00	385.00	8.3%
12022500 50401 Professional Dev	1,480	0	1,480	.00	.00	1,480.00	.0%
12022500 50402 Dues and Members	600	0	600	.00	.00	600.00	.0%
12022500 50412 Meals and Lodgin	900	0	900	.00	.00	900.00	.0%
12022500 50413 Mileage/ travel	1,300	0	1,300	.00	.00	1,300.00	.0%
12022500 50451 Contracted Profe	600	0	600	.00	.00	600.00	.0%
12022500 50455 Professional Serv	13,000	0	13,000	875.00	.00	12,125.00	6.7%
12022500 50536 R&M: Equipment	3,400	0	3,400	.00	.00	3,400.00	.0%
TOTAL Clerk	149,120	0	149,120	9,662.00	-71.24	139,529.24	6.4%

12023000 Finance

12023000 50102 Department Head	80,944	0	80,944	5,741.32	.00	75,202.68	7.1%
12023000 50104 Non Supervisory	66,670	0	66,670	5,235.43	.00	61,434.57	7.9%
12023000 50201 Unemployment Cos	515	0	515	.00	.00	515.00	.0%
12023000 50202 Workers Comp Ins	577	0	577	.00	.00	577.00	.0%
12023000 50210 MEPPRS - Employee	14,762	0	14,762	600.17	.00	14,161.83	4.1%
12023000 50220 Health Insurance	45,013	0	45,013	1,814.50	.00	43,198.50	4.0%
12023000 50230 FICA Employer Co	11,293	0	11,293	405.46	.00	10,887.54	3.6%
12023000 50301 Office Supplies	4,000	0	4,000	68.29	.00	3,931.71	1.7%
12023000 50306 Postage	1,750	0	1,750	-1,000.44	.00	2,750.44	-57.2%
12023000 50352 Cell Phone/Allow	420	0	420	.00	.00	420.00	.0%
12023000 50401 Professional Dev	2,000	0	2,000	-325.00	.00	2,325.00	-16.3%
12023000 50402 Dues and Members	600	0	600	65.00	.00	535.00	10.8%
12023000 50413 Mileage/ travel	1,200	0	1,200	.00	.00	1,200.00	.0%
12023000 50451 Contracted Profe	1,500	0	1,500	.00	.00	1,500.00	.0%
TOTAL Finance	231,244	0	231,244	12,604.73	.00	218,639.27	5.5%

12023500 Tax Collection

12023500 50104 Non Supervisory	128,340	0	128,340	9,956.43	.00	118,383.57	7.8%
12023500 50140 Overtime	2,500	0	2,500	.00	.00	2,500.00	.0%
12023500 50201 Unemployment Cos	687	0	687	687.00	.00	687.00	.0%
12023500 50202 Workers Comp Ins	510	0	510	.00	.00	510.00	.0%
12023500 50210 MEPPRS - Employee	13,084	0	13,084	995.65	.00	12,088.35	7.6%

ACCOUNTS FOR:
1000 General Fund

12023500	50220	Health Insurance	22,390	0	22,390	1,722.50	.00	20,667.50	7.7%
12023500	50230	FICA Employer Co	10,010	0	10,010	667.24	.00	9,342.76	6.7%
12023500	50301	Office Supplies	4,500	0	4,500	280.26	.00	4,219.74	6.2%
12023500	50306	Postage	7,500	0	7,500	1,768.94	.00	5,731.06	23.6%
12023500	50401	Professional Dev	1,400	0	1,400	-325.00	.00	1,725.00	-23.2%
12023500	50412	Meals and Lodging	250	0	250	.00	.00	250.00	0%
12023500	50413	Mileage/ travel	600	0	600	.00	.00	600.00	0%
TOTAL Tax Collection			191,771	0	191,771	15,066.02	.00	176,704.98	7.9%

12024000	50102	Department Head	60,340	0	60,340	4,641.40	.00	55,698.60	7.7%
12024000	50104	Non-supervisory	15,834	0	15,834	1,276.57	.00	14,557.43	8.1%
12024000	50201	Unemployment Cos	15,344	0	15,344	.00	.00	344.00	.0%
12024000	50202	Workers Comp Ins	1,814	0	1,814	.00	.00	1,814.00	.0%
12024000	50210	MEPERS - Employee	7,618	0	7,618	585.94	.00	7,032.06	7.7%
12024000	50220	Health Insurance	12,131	0	12,131	963.08	.00	11,167.92	7.9%
12024000	50230	FICA Employer Co	5,828	0	5,828	408.09	.00	5,419.91	7.0%
12024000	50301	Office Supplies	500	0	500	33.49	.00	466.51	6.7%
12024000	50306	Postage	500	0	500	.60	.00	499.40	.1%
12024000	50308	Printing	300	0	300	.00	.00	300.00	.0%
12024000	50401	Professional Dev	600	0	600	20.00	.00	580.00	3.3%
12024000	50402	Dues and Members	200	0	200	.00	.00	200.00	.0%
12024000	50413	Mileage/ travel	900	0	900	.00	.00	900.00	.0%
12024000	50451	Contracted Profe	2,000	0	2,000	.00	.00	2,000.00	.0%
12024000	50470	Registry Service	800	0	800	66.00	.00	734.00	8.3%
12024000	50536	R&M: Equipment	200	0	200	.00	.00	200.00	.0%
12024000	50624	Mapping & Microf	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL Assessor			110,909	0	110,909	7,995.17	.00	102,913.83	7.2%

12024500	50102	Department Head	76,384	0	76,384	5,875.63	.00	70,508.37	7.7%
12024500	50201	Unemployment Cos	172	0	172	.00	.00	172.00	.0%
12024500	50202	Workers Comp Ins	2,218	0	2,218	.00	.00	2,218.00	.0%
12024500	50210	MEPERS - Employee	7,640	0	7,640	587.56	.00	7,052.44	7.7%
12024500	50220	Health Insurance	17,310	0	17,310	1,380.34	.00	15,929.66	8.0%
12024500	50230	FICA Employer CO	5,844	0	5,844	387.04	.00	5,456.96	6.6%

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

munis
a tyler erp solution

P 5
glytdbud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12024500 50301 Office Supplies	500	0	500	.87	.00	499.13	.2%
12024500 50306 Postage	100	0	100	.60	.00	99.40	.6%
12024500 50352 Cell Phone/Allow	420	0	420	35.00	.00	385.00	8.3%
12024500 50375 Gas	850	0	850	.00	.00	850.00	.0%
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	.00	.00	500.00	.0%
12024500 50624 Mapping & Microf	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL Code Enforcement	113,688	0	113,688	8,267.04	.00	105,420.96	7.3%
12025500 Liability Insurance							
12025500 50221 HRA Costs							
12025500 50601 General Liabilit	42,125	0	42,125	2,799.23	.00	39,325.77	6.6%
12025500 50602 Vehicle Insuranc	14,745	0	14,745	14,745.00	.00	.00	100.0%
12025500 50603 Police Liability	24,035	0	24,035	24,035.00	.00	.00	100.0%
12025500 50604 Property Insuran	7,582	0	7,582	7,582.00	.00	.00	100.0%
12025500 50606 Crime Insurance	24,132	0	24,132	6,793.00	.00	17,339.00	28.1%
12025500 50607 Public Officials	322	0	322	322.20	.00	-.20	100.1%
12025500 50608 Employment Liabi	2,600	0	2,600	2,600.10	.00	-.10	100.0%
12025500 50609 Public Officials	6,233	0	6,233	6,233.40	.00	-.40	100.0%
12025500 50610 Critical Inciden	1,580	0	1,580	.00	.00	1,580.00	.0%
	1,400	0	1,400	.00	.00	1,400.00	.0%
TOTAL Liability Insurance	124,754	0	124,754	65,109.93	.00	59,644.07	52.2%
12026500 Technology							
12026500 50360 Minor equipment							
12026500 50454 Internet and web	20,000	0	20,000	.00	.00	20,000.00	.0%
12026500 50530 Software and Ser	6,450	0	6,450	352.90	.00	6,097.10	5.5%
12026500 50536 R&M: Equipment	179,000	0	179,000	43,284.68	.00	135,715.32	24.2%
	20,000	0	20,000	.00	-640.00	20,640.00	-3.2%
TOTAL Technology	225,450	0	225,450	43,637.58	-640.00	182,452.42	19.1%
12028000 School Required							
12028000 51300 Required Local S	4,486,794	0	4,486,794	373,899.50	.00	4,112,894.50	8.3%

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12028000 51310 Add'l Local Shar	2,440,440	0	2,440,440	203,370.00	.00	2,237,070.00	8.3%
12028000 51320 Local Share Debt	460,409	0	460,409	38,367.42	.00	422,041.58	8.3%
12028000 51330 Local Share Adul	22,574	0	22,574	1,881.17	.00	20,692.83	8.3%
TOTAL School Required	7,410,217	0	7,410,217	617,518.09	.00	6,792,698.91	8.3%
12051500 Town Buildings							
12051500 50104 Non-supervisory	17,014	0	17,014	1,321.55	.00	15,692.45	7.8%
12051500 50201 Unemployment Cos	172	0	172	.00	.00	172.00	.0%
12051500 50202 Workers compensa	1,814	0	1,814	.00	.00	1,814.00	.0%
12051500 50210 Maine State reti	504	0	504	38.72	.00	465.28	7.7%
12051500 50230 FICA taxes	1,302	0	1,302	96.99	.00	1,205.01	7.4%
12051500 50302 Operating suppli	6,000	0	6,000	582.63	.00	5,417.37	9.7%
12051500 50510 Electricity	48,000	0	48,000	3,805.50	.00	44,194.50	7.9%
12051500 50511 Water usage fees	2,000	0	2,000	474.16	.00	1,525.84	23.7%
12051500 50512 Telephone	10,110	0	10,110	672.79	.00	9,437.21	6.7%
12051500 50513 Sewer Expense	700	0	700	174.72	.00	525.28	25.0%
12051500 50514 Heating Fuel	13,000	0	13,000	.00	.00	13,000.00	.0%
12051500 50515 Natural Gas	29,000	0	29,000	647.93	.00	28,352.07	2.2%
12051500 50520 Building Expense	20,000	0	20,000	20,384.00	.00	-384.00	101.9%
12051500 50536 R&M: Equipment	30,000	0	30,000	12,719.50	.00	17,280.50	42.4%
12051500 50549 R & M Buildings	17,000	0	17,000	971.32	.00	16,028.68	5.7%
TOTAL Town Buildings	196,616	0	196,616	41,889.81	.00	154,726.19	21.3%
12090100 Abatements							
12090100 50901 Tax abatements	10,000	0	10,000	.00	.00	10,000.00	.0%
TOTAL Abatements	10,000	0	10,000	.00	.00	10,000.00	.0%
13030500 Health Officer							
13030500 50102 Department Head	5,347	0	5,347	411.24	.00	4,935.76	7.7%
13030500 50202 Workers Comp Ins	156	0	156	.00	.00	156.00	.0%
13030500 50210 MEPRS - Employee	535	0	535	41.12	.00	493.88	7.7%
13030500 50230 FICA Employer CO	409	0	409	27.10	.00	381.90	6.6%

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13030500 50301 Office Supplies	150	0	150	.00	.00	150.00	.0%
TOTAL Health Officer	6,597	0	6,597	479.46	.00	6,117.54	7.3%
13031000 General Assistance							
13031000 50102 Department Head	10,652	0	10,652	382.52	.00	10,269.48	3.6%
13031000 50201 Unemployment Cos	153	0	153	.00	.00	153.00	.0%
13031000 50202 Workers Comp Ins	42	0	42	.00	.00	42.00	.0%
13031000 50230 FICA Employer Co	815	0	815	29.26	.00	785.74	3.6%
13031000 50301 Office Supplies	50	0	50	.52	.00	49.48	1.0%
13031000 50306 Postage	100	0	100	.60	.00	99.40	.6%
13031000 50352 Cell Phone allow	365	0	365	28.06	.00	336.94	7.7%
13031000 50401 Professional Dev	500	0	500	.00	.00	500.00	.0%
13031000 50440 General Assistan	25,000	0	25,000	3,533.07	-207.00	21,673.93	13.3%
TOTAL General Assistance	37,677	0	37,677	3,974.03	-207.00	33,909.97	10.0%
14040500 Police							
14040500 50102 Department Head	78,432	0	78,432	6,033.18	.00	72,398.82	7.7%
14040500 50104 Non Supervisory	717,684	0	717,684	49,744.42	.00	667,939.58	6.9%
14040500 50107 Administrative	39,142	0	39,142	2,719.21	.00	36,422.79	6.9%
14040500 50117 Misc. Police Det	7,000	0	7,000	150.00	.00	6,850.00	2.1%
14040500 50130 Temporary/season	22,000	0	22,000	1,736.28	.00	20,263.72	7.9%
14040500 50140 Overtime wages	30,000	0	30,000	4,375.85	.00	25,624.15	14.6%
14040500 50143 Court time	8,000	0	8,000	714.61	.00	7,285.39	8.9%
14040500 50145 Replacement Wage	106,277	0	106,277	7,027.04	.00	99,249.96	6.6%
14040500 50201 Unemployment Cos	2,918	0	2,918	.00	.00	2,918.00	.0%
14040500 50202 Workers Comp Ins	58,540	0	58,540	.00	.00	58,540.00	.0%
14040500 50210 MEPPERS - Employee	99,433	0	99,433	6,750.25	.00	92,682.75	6.8%
14040500 50220 Health Insurance	250,003	0	250,003	17,861.82	.00	232,141.18	7.1%
14040500 50230 FICA Employer Co	77,153	0	77,153	4,791.90	.00	72,361.10	6.2%
14040500 50260 Uniform cleaning	700	0	700	10.70	.00	689.30	1.5%
14040500 50301 Office Supplies	3,250	0	3,250	107.37	98.98	3,043.65	6.3%
14040500 50302 Operating suppli	17,000	0	17,000	-2,995.62	1,022.02	18,973.60	-11.6%
14040500 50306 Postage	650	0	650	23.48	.00	626.52	3.6%
14040500 50307 Advertising	500	0	500	579.80	.00	-79.80	116.0%
14040500 50308 Printing	3,200	0	3,200	.00	.00	3,200.00	.0%
14040500 50349 Recruitment Test	2,500	0	2,500	.00	.00	2,500.00	.0%

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14040500 50351 Clothing/Boot Al	18,400	0	18,400	1,400.11	51.90	16,947.99	7.9%
14040500 50352 Cell Phone/Allow	5,250	0	5,250	436.44	.00	4,813.56	8.3%
14040500 50353 Physicals	300	0	300	.00	.00	300.00	.0%
14040500 50375 Gas	33,880	0	33,880	.00	.00	33,880.00	.0%
14040500 50378 Tires Expense	4,200	0	4,200	565.00	.00	3,635.00	13.5%
14040500 50401 Professional Dev	15,575	0	15,575	1,418.00	890.00	13,267.00	14.8%
14040500 50413 Mileage/ travel	600	0	600	.00	.00	600.00	.0%
14040500 50415 Education Progra	4,650	0	4,650	.00	.00	4,650.00	.0%
14040500 50501 Vehicle Repairs	8,000	0	8,000	1,878.70	.00	6,121.30	23.5%
14040500 50512 Telephone	10,030	0	10,030	783.39	.00	9,246.61	7.8%
14040500 50532 R&M Office Equip	2,000	0	2,000	.00	.00	2,000.00	.0%
14040500 50536 R&M: Equipment	6,500	0	6,500	24.07	.00	6,475.93	.4%
14040500 50710 Equipment	3,700	0	3,700	.00	.00	3,700.00	.0%
14040500 50720 Equipment - vehi	62,000	0	62,000	.00	.00	62,000.00	.0%
TOTAL Police	1,699,467	0	1,699,467	106,136.00	2,062.90	1,591,268.10	6.4%
14041500 Fire Department							
14041500 50102 Department Head	71,063	0	71,063	5,193.06	.00	65,869.94	7.3%
14041500 50104 Non Supervisory	150,000	0	150,000	13,728.23	.00	136,271.77	9.2%
14041500 50201 Unemployment Cos	172	0	172	.00	.00	172.00	.0%
14041500 50202 Workers Comp Ins	20,600	0	20,600	.00	.00	20,600.00	.0%
14041500 50210 MEMERS - Employe	7,107	0	7,107	570.40	.00	6,536.60	8.0%
14041500 50220 Health Insurance	23,796	0	23,796	1,994.74	.00	21,801.26	8.4%
14041500 50230 FICA Employer Co	16,912	0	16,912	1,358.72	.00	15,553.28	8.0%
14041500 50301 Office Supplies	10,500	0	10,500	5.86	.00	494.14	1.2%
14041500 50302 Operating suppli	75	0	75	1,499.19	.00	8,500.81	15.0%
14041500 50306 Postage	3,500	0	3,500	.60	.00	74.40	.8%
14041500 50351 Clothing/Boot Al	420	0	420	.00	.00	3,500.00	.0%
14041500 50352 Cell Phone/Allow	5,000	0	5,000	35.00	.00	385.00	8.3%
14041500 50353 Physicals	7,500	0	7,500	.00	.00	5,000.00	.0%
14041500 50370 Parts - Supplies	2,100	0	2,100	.00	.00	7,500.00	.0%
14041500 50375 Gas	4,100	0	4,100	.00	.00	2,100.00	.0%
14041500 50377 Diesel	2,200	0	2,200	.00	.00	4,100.00	.0%
14041500 50378 Tires Expense	7,500	0	7,500	.00	.00	2,200.00	.0%
14041500 50401 Professional Dev	300	0	300	594.95	275.00	6,630.05	11.6%
14041500 50413 Mileage/ travel	75,000	0	75,000	42.95	.00	257.05	14.3%
14041500 50490 Capital Projects	500	0	500	.00	.00	75,000.00	.0%
14041500 50511 Water Usage	2,900	0	2,900	53.00	.00	447.00	10.6%
14041500 50512 Telephone	300	0	300	205.15	.00	2,694.85	7.1%
14041500 50513 Sewer Expense	300	0	300	33.60	.00	266.40	11.2%

FOR 2020 01

ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14041500 50536 R&M: Equipment	30,000	0	30,000	8,699.78	.00	21,300.22	29.0%
14041500 50544 R & M: Radios	7,800	0	7,800	.00	.00	7,800.00	.0%
14041500 50560 Fire Fighting Fo	3,000	0	3,000	.00	.00	3,000.00	.0%
14041500 50561 EMS Supplies	1,500	0	1,500	70.98	.00	1,429.02	4.7%
14041500 50562 Personal Protect	22,600	0	22,600	.00	.00	22,600.00	.0%
14041500 50563 Hose Replacement	7,000	0	7,000	237.53	.00	6,762.47	3.4%
14041500 50710 Equipment	17,636	0	17,636	.00	.00	17,636.00	.0%
TOTAL Fire Department	501,081	0	501,081	34,323.74	275.00	466,482.26	6.9%
14043000 Emergency Management							
14043000 50100 LEMS Stipend	149,173	0	149,173	37,293.80	.00	111,879.20	25.0%
14043000 50104 Non Supervisory	1,570	0	1,570	120.68	.00	1,449.32	7.7%
14043000 50201 Unemployment Cos	23	0	23	.00	.00	23.00	.0%
14043000 50202 Workers Comp Ins	6	0	6	.00	.00	6.00	.0%
14043000 50230 FICA Employer Co	120	0	120	9.22	.00	110.78	7.7%
14043000 50402 Dues and Members	35	0	35	.00	.00	35.00	.0%
TOTAL Emergency Management	150,927	0	150,927	37,423.70	.00	113,503.30	24.8%
14045000 Animal Control							
14045000 50104 Non Supervisory	44,410	0	44,410	3,598.85	.00	40,811.15	8.1%
14045000 50140 Overtime	2,400	0	2,400	.00	.00	2,400.00	.0%
14045000 50201 Unemployment Cos	278	0	278	.00	.00	278.00	.0%
14045000 50202 Workers Comp Ins	885	0	885	.00	.00	885.00	.0%
14045000 50210 MEPRS - Employee	4,184	0	4,184	336.64	.00	3,847.36	8.0%
14045000 50220 Health Insurance	23,009	0	23,009	1,897.58	.00	21,111.42	8.2%
14045000 50230 FICA Employer Co	3,582	0	3,582	224.52	.00	3,357.48	6.3%
14045000 50302 Operating suppli	250	0	250	.00	.00	250.00	.0%
14045000 50351 Clothing/Boot Al	600	0	600	.00	.00	600.00	.0%
14045000 50352 Cell Phone/Allow	920	0	920	37.44	.00	882.56	4.1%
14045000 50375 Gas	4,250	0	4,250	.00	.00	4,250.00	.0%
14045000 50378 Tires Expense	300	0	300	.00	.00	300.00	.0%
14045000 50401 Professional Dev	500	0	500	.00	.00	500.00	.0%
14045000 50453 Animal Shelter S	11,712	0	11,712	11,711.70	.00	.30	100.0%
14045000 50536 R&M: Equipment	700	0	700	.00	.00	700.00	.0%
14045000 50710 Equipment	400	0	400	.00	.00	400.00	.0%
TOTAL Animal Control	98,380	0	98,380	17,806.73	.00	80,573.27	18.1%

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 10
glytdbud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

ORIGINAL APPROP	TRANFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----------------	-------------------	----------------	--------------	--------------	------------------	----------

14046000 Lisbon Communications Center

14046000 50104 Non Supervisory	179,616	0	179,616	13,612.39	.00	166,003.61	7.6%
14046000 50130 Temporary/season	20,850	0	20,850	1,279.15	.00	19,570.85	6.1%
14046000 50140 Overtime wages	4,250	0	4,250	.00	.00	4,250.00	.0%
14046000 50145 Replacement Wage	37,493	0	37,493	3,413.18	.00	34,079.82	9.1%
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	.00	.00	1,309.00	.0%
14046000 50210 MEPRS - Employee	21,086	0	21,086	1,208.33	.00	19,877.67	5.7%
14046000 50220 Health Insurance	57,081	0	57,081	4,443.82	.00	52,637.18	7.8%
14046000 50230 FICA Employer Co	18,529	0	18,529	1,233.03	.00	17,295.97	6.7%
14046000 50301 Office Supplies	880	0	880	.00	.00	880.00	.0%
14046000 50307 Advertising	120	0	120	.00	.00	120.00	.0%
14046000 50349 Recruitment Test	500	0	500	.00	.00	500.00	.0%
14046000 50351 Clothing/Boot Al	1,750	0	1,750	.00	.00	1,750.00	.0%
14046000 50401 Professional Dev	1,540	0	1,540	299.00	.00	1,241.00	19.4%
14046000 50413 Mileage/ travel	100	0	100	.00	.00	100.00	.0%
14046000 50512 Telephone	1,800	0	1,800	141.50	.00	1,658.50	7.9%
14046000 50536 R&M: Equipment	1,125	0	1,125	.00	.00	1,125.00	.0%
TOTAL Lisbon Communications Center	349,269	0	349,269	25,630.40	.00	323,638.60	7.3%

15050500 Department of Public Works

15050500 50102 Department Head	78,663	0	78,663	6,051.02	.00	72,611.98	7.7%
15050500 50104 Non Supervisory	391,524	0	391,524	28,209.09	.00	363,314.91	7.2%
15050500 50107 Administrative	18,748	0	18,748	1,779.15	.00	16,968.85	9.5%
15050500 50140 Overtime wages	40,000	0	40,000	4,764.11	.00	35,235.89	11.9%
15050500 50201 Unemployment Cos	2,060	0	2,060	.00	.00	2,060.00	.0%
15050500 50202 Workers Comp Ins	37,429	0	37,429	.00	.00	37,429.00	.0%
15050500 50210 MEPRS - Employee	45,117	0	45,117	3,373.62	.00	41,743.38	7.5%
15050500 50220 Health Insurance	170,920	0	170,920	7,527.61	.00	163,392.39	4.4%
15050500 50230 FICA Employer Co	40,443	0	40,443	2,814.34	.00	37,628.66	7.0%
15050500 50301 Office Supplies	1,500	0	1,500	788.10	.00	711.90	52.5%
15050500 50302 Operating suppli	8,350	0	8,350	779.99	.00	7,570.01	9.3%
15050500 50306 Postage	150	0	150	.00	.00	150.00	.0%
15050500 50307 Advertising	1,000	0	1,000	579.80	.00	420.20	58.0%
15050500 50330 Drug Testing	1,200	0	1,200	.00	.00	1,200.00	.0%
15050500 50331 Small Tools	0	0	0	133.32	.00	-133.32	100.0%
15050500 50351 Clothing/Boot Al	10,000	0	10,000	501.90	.00	9,498.10	5.0%

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

munis
a tyler erp solution

P 11
glytbdud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15050500 50352 Cell Phone/Allow	1,600	0	1,600	141.04	.00	1,458.96	8.8%
15050500 50360 Minor equipment	3,000	0	3,000	.00	.00	3,000.00	.0%
15050500 50363 Culverts	15,000	0	15,000	.00	.00	15,000.00	.0%
15050500 50366 Asphalt-Hot Top	15,000	0	15,000	5,389.92	.00	9,610.08	35.9%
15050500 50367 Excavation Expen	5,000	0	5,000	.00	.00	5,000.00	.0%
15050500 50370 Parts - Supplies	40,000	0	40,000	10,838.54	.00	29,161.46	27.1%
15050500 50371 Sand & Gravel	9,000	0	9,000	.00	.00	9,000.00	.0%
15050500 50375 Gas	7,500	0	7,500	8,389.93	.00	-889.93	111.9%
15050500 50376 Oils and lubrica	4,500	0	4,500	160.71	.00	4,339.29	3.6%
15050500 50377 Diesel	22,000	0	22,000	10.83	.00	21,989.17	.0%
15050500 50378 Tires Expense	5,000	0	5,000	53.99	.00	4,946.01	1.1%
15050500 50401 Professional Dev	4,000	0	4,000	.00	.00	4,000.00	.0%
15050500 50413 Mileage/ travel	500	0	500	.00	.00	500.00	.0%
15050500 50430 Filing fees/lice	1,200	0	1,200	.00	.00	1,200.00	.0%
15050500 50455 Professional Serv	26,400	0	26,400	885.00	.00	25,515.00	3.4%
15050500 50511 Water Usage	375	0	375	.00	.00	375.00	.0%
15050500 50512 Telephone	4,640	0	4,640	324.80	.00	4,315.20	7.0%
15050500 50513 Sewer Expense	560	0	560	.00	.00	560.00	.0%
15050500 50535 Rental of Equipm	25,000	0	25,000	724.80	.00	24,275.20	2.9%
15050500 50536 R&M: Equipment	8,000	0	8,000	1,807.99	.00	6,192.01	22.6%
15050500 50537 Equipment Painti	3,000	0	3,000	.00	.00	3,000.00	.0%
15050500 50538 Loam & Seed	1,500	0	1,500	.00	.00	1,500.00	.0%
15050500 50539 R&M: Catch Basin	5,000	0	5,000	406.50	.00	4,593.50	8.1%
15050500 50541 Ground repair an	6,000	0	6,000	3,400.00	.00	2,600.00	56.7%
15050500 50544 R & M: Radios	1,000	0	1,000	.00	.00	1,000.00	.0%
15050500 50545 R & M: TREE REM	6,000	0	6,000	.00	.00	6,000.00	.0%
15050500 50547 R & M: SIGNS	3,000	0	3,000	13.53	.00	2,986.47	.5%
15050500 50548 R & M: STREETS	20,000	0	20,000	19,251.67	.00	748.33	96.3%
15050500 50720 Equipment - vehi	20,000	0	20,000	.00	.00	20,000.00	.0%
15050500 50770 Infrastructure-	475,000	0	475,000	.00	.00	475,000.00	.0%
TOTAL Department of Public Works	1,585,879	0	1,585,879	108,967.98	133.32	1,476,777.70	6.9%
15051000 Winter Operations							
15051000 50140 Overtime	65,000	0	65,000	.00	.00	65,000.00	.0%
15051000 50201 Unemployment Cos	172	0	172	.00	.00	172.00	.0%
15051000 50202 Workers Comp Ins	5,716	0	5,716	.00	.00	5,716.00	.0%
15051000 50210 MEPPERS - Employe	6,500	0	6,500	.00	.00	6,500.00	.0%
15051000 50230 FICA Employer Co	4,972	0	4,972	.00	.00	4,972.00	.0%
15051000 50303 Other Supplies	150,000	0	150,000	.00	.00	150,000.00	.0%
15051000 50370 Parts - Supplies	15,000	0	15,000	.00	.00	15,000.00	.0%

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

12
P glytbdud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15051000 50451 Contracted Profe	53,000	0	53,000	.00	.00	53,000.00	.0%
TOTAL Winter Operations	300,360	0	300,360	.00	.00	300,360.00	.0%
15052000 Solid Waste							
15052000 50104 Non Supervisory	150,090	0	150,090	8,676.77	.00	141,413.23	5.8%
15052000 50201 Unemployment Cos	858	0	858	.00	.00	858.00	.0%
15052000 50202 Workers Comp Ins	7,800	0	7,800	.00	.00	7,800.00	.0%
15052000 50210 MEPRS - Employee	11,890	0	11,890	717.80	.00	11,172.20	6.0%
15052000 50220 Health Insurance	67,800	0	67,800	3,648.07	.00	64,151.93	5.4%
15052000 50230 FICA Employer Co	11,482	0	11,482	559.88	.00	10,922.12	4.9%
15052000 50301 Office Supplies	500	0	500	1.94	.00	498.06	.4%
15052000 50302 Operating suppli	6,000	0	6,000	460.05	.00	5,539.95	7.7%
15052000 50306 Postage	80	0	80	11.86	.00	68.14	14.8%
15052000 50307 Advertising	100	0	100	.00	.00	100.00	.0%
15052000 50308 Printing	1,200	0	1,200	136.38	.00	1,063.62	11.4%
15052000 50330 Drug Testing	350	0	350	.00	.00	350.00	.0%
15052000 50351 Clothing/Boot Al	2,500	0	2,500	55.20	.00	2,444.80	2.2%
15052000 50352 Cell Phone allow	420	0	420	35.00	.00	385.00	8.3%
15052000 50368 Hauling	10,800	0	10,800	.00	.00	10,800.00	.0%
15052000 50369 Land Fill	4,000	0	4,000	.00	.00	4,000.00	.0%
15052000 50370 Parts - Supplies	8,000	0	8,000	852.35	.00	7,147.65	10.7%
15052000 50377 Diesel	6,000	0	6,000	79.77	.00	5,920.23	1.3%
15052000 50378 Tires Expense	4,500	0	4,500	.00	.00	4,500.00	.0%
15052000 50401 Professional Dev	250	0	250	.00	.00	250.00	.0%
15052000 50413 Mileage/ travel	700	0	700	.00	.00	700.00	.0%
15052000 50430 Filing fees/lice	2,500	0	2,500	30.00	.00	2,500.00	.0%
15052000 50511 Water usage fees	1,600	0	1,600	118.22	.00	1,481.78	7.4%
15052000 50512 Telephone	500	0	500	.00	.00	500.00	.0%
15052000 50513 Sewer Expense	5,000	0	5,000	.00	.00	5,000.00	.0%
15052000 50536 R&M: Equipment	285,000	0	285,000	29,303.69	-164.00	255,860.31	10.2%
15052000 50556 Trash Removal	50,000	0	50,000	.00	.00	50,000.00	.0%
15052000 53100 Capital Improvem							
TOTAL Solid Waste	640,170	0	640,170	44,686.98	-164.00	595,647.02	7.0%
15053500 Other Public Works							
15053500 50510 Electricity	107,000	0	107,000	7,904.20	.00	99,095.80	7.4%

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

munis
a tyler erp solution

P 13
glytbdud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSPERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15053500 50534 Hydrant Rental	406,000	0	406,000	101,500.00	.00	304,500.00	25.0%
15053500 50536 R&M: Equipment	8,500	0	8,500	.00	.00	8,500.00	.0%
TOTAL Other Public Works	521,500	0	521,500	109,404.20	.00	412,095.80	21.0%

16060500 Library

16060500 50102 Department Head	54,892	0	54,892	4,222.41	.00	50,669.59	7.7%
16060500 50104 Non Supervisory	107,080	0	107,080	8,123.81	.00	98,956.19	7.6%
16060500 50201 Unemployment Cos	1,071	0	1,071	.00	.00	1,071.00	.0%
16060500 50202 Workers Comp Ins	798	0	798	.00	.00	798.00	.0%
16060500 50210 MEPPERS - Employee	12,966	0	12,966	982.44	.00	11,983.56	7.6%
16060500 50220 Health Insurance	72,071	0	72,071	5,738.76	.00	66,332.24	8.0%
16060500 50230 FICA Employer Co	12,391	0	12,391	803.58	.00	11,587.42	6.5%
16060500 50301 Office Supplies	3,885	0	3,885	932.17	.00	2,952.83	24.0%
16060500 50302 Operating suppli	38,968	0	38,968	2,574.44	-628.23	37,021.79	5.0%
16060500 50306 Postage	1,605	0	1,605	.00	.00	1,605.00	.0%
16060500 50308 Printing	550	0	550	.00	.00	550.00	.0%
16060500 50352 Cell Phone/Allow	420	0	420	35.00	.00	385.00	8.3%
16060500 50401 Professional Dev	550	0	550	.00	.00	550.00	.0%
16060500 50402 Dues and Members	200	0	200	.00	.00	200.00	.0%
16060500 50413 Mileage/ travel	300	0	300	.00	.00	300.00	.0%
16060500 50511 Water usage fees	225	0	225	.00	.00	225.00	.0%
16060500 50512 Telephone	2,950	0	2,950	157.56	.00	2,792.44	5.3%
16060500 50513 Sewer Expense	145	0	145	.00	.00	145.00	.0%
16060500 50535 Rentals of Equip	600	0	600	29.25	.00	570.75	4.9%
16060500 50536 R&M: Equipment	650	0	650	.00	.00	650.00	.0%
TOTAL Library	312,317	0	312,317	23,599.42	-628.23	289,345.81	7.4%

16061500 PARKS & RECREATION

16061500 50102 Department Head	62,851	0	62,851	4,592.92	.00	58,258.08	7.3%
16061500 50104 Non Supervisory	162,085	0	162,085	15,968.09	.00	146,116.91	9.9%
16061500 50130 Temporary/season	136,650	0	136,650	35,291.23	.00	101,358.77	25.8%
16061500 50140 Overtime	6,302	0	6,302	1,169.39	.00	5,132.61	18.6%
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	.00	.00	17,903.00	.0%
16061500 50210 MEPPERS - Employee	10,166	0	10,166	1,210.57	.00	8,955.43	11.9%
16061500 50220 Health Insurance	61,245	0	61,245	4,847.38	.00	56,397.62	7.9%

FOR 2020 01

ACCOUNTS FOR:

1000 General Fund

	ORIGINAL APPROP	TRANFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16061500 50230 FICA Employer Co	28,144	0	28,144	4,126.64	.00	24,017.36	14.7%
16061500 50301 Office Supplies	1,200	0	1,200	1,192.34	.00	1,007.66	16.0%
16061500 50302 Operating suppli	41,700	0	41,700	6,685.91	-571.18	35,585.27	14.7%
16061500 50306 Postage	200	0	200	2.38	.00	197.62	1.2%
16061500 50307 Advertising	500	0	500	579.80	.00	-79.80	116.0%
16061500 50352 Cell Phone/Allow	420	0	420	35.00	.00	385.00	8.3%
16061500 50355 Co-Ed Softball/F	12,000	0	12,000	1,104.56	.00	10,895.44	9.2%
16061500 50356 Summer Trips	31,000	0	31,000	10,018.50	3,940.00	17,041.50	45.0%
16061500 50357 Sunshine Hill	3,000	0	3,000	1,826.34	.00	1,173.66	60.9%
16061500 50358 New Programs	8,000	0	8,000	750.00	.00	7,250.00	9.4%
16061500 50359 Officials	3,400	0	3,400	.00	.00	3,400.00	.0%
16061500 50375 Gas	4,000	0	4,000	73.30	.00	3,926.70	1.8%
16061500 50377 Diesel	1,400	0	1,400	.00	.00	1,400.00	.0%
16061500 50380 Uniforms/safety	500	0	500	.00	.00	500.00	.0%
16061500 50401 Professional Dev	1,200	0	1,200	.00	.00	1,200.00	.0%
16061500 50414 Senior Meals Exp	7,000	0	7,000	455.50	.00	6,544.50	6.5%
16061500 50483 Security System	360	0	360	90.00	.00	270.00	25.0%
16061500 50501 Vehicle Repairs	3,000	0	3,000	12.25	.00	2,987.75	.4%
16061500 50510 Electricity	300	0	300	25.12	.00	274.88	8.4%
16061500 50511 Water Usage	1,312	0	1,312	.00	.00	1,312.00	.0%
16061500 50512 Telephone	3,800	0	3,800	225.53	.00	3,574.47	5.9%
16061500 50513 Sewer Expense	1,000	0	1,000	.00	.00	1,000.00	.0%
16061500 50522 Space Rental	2,200	0	2,200	870.00	.00	1,330.00	39.5%
16061500 50536 R&M: Equipment	5,000	0	5,000	122.80	.00	4,877.20	2.5%
16061500 50541 Grounds maintena	9,200	0	9,200	313.45	.00	8,886.55	3.4%
16061500 50542 River Trail main	5,000	0	5,000	606.50	.00	4,393.50	12.1%
16061500 50543 R&M: Green Thumb	4,690	0	4,690	204.23	.00	4,485.77	4.4%
16061500 50556 Trash Removal	1,150	0	1,150	92.85	.00	1,057.15	8.1%
TOTAL PARKS & RECREATION	641,473	0	641,473	91,492.58	3,368.82	546,611.60	14.8%
16062000 Public Services - Other							
16062000 50442 Transportation s	42,000	0	42,000	.00	.00	42,000.00	.0%
16062000 50650 Historical Socie	2,000	0	2,000	.00	.00	2,000.00	.0%
16062000 50651 LACO	1,000	0	1,000	.00	.00	1,000.00	.0%
16062000 50652 Memorial Day	1,800	0	1,800	.00	.00	1,800.00	.0%
16062000 50653 MMA	7,875	0	7,875	.00	.00	7,875.00	.0%
TOTAL Public Services - Other	54,675	0	54,675	.00	.00	54,675.00	.0%
17070500 Economic Development							
17070500 50102 Department Head	58,122	0	58,122	4,470.88	.00	53,651.12	7.7%

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

15
glytdbud

FOR 2020 01

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
17070500 50201 Unemployment Cos	172	0	172	.00	.00	172.00	.0%
17070500 50202 Workers Comp Ins	227	0	227	.00	.00	227.00	.0%
17070500 50210 MEPPERS - Employee	6,103	0	6,103	447.08	.00	5,655.92	7.3%
17070500 50220 Health Insurance	10,609	0	10,609	.00	.00	10,609.00	.0%
17070500 50230 FICA Employer Co	4,447	0	4,447	314.32	.00	4,132.68	7.1%
17070500 50301 Office Supplies	450	0	450	.75	.00	449.25	.2%
17070500 50302 Operating suppli	3,000	0	3,000	345.45	.00	2,654.55	11.5%
17070500 50306 Postage	350	0	350	.00	.00	350.00	.0%
17070500 50307 Advertising	3,500	0	3,500	.00	.00	3,500.00	.0%
17070500 50352 Cell Phone/Allow	420	0	420	35.00	.00	385.00	8.3%
17070500 50401 Professional emp	3,500	0	3,500	.00	.00	3,500.00	.0%
17070500 50402 Dues and Members	3,000	0	3,000	300.00	.00	2,700.00	10.0%
17070500 50406 AVCOG Dues	9,296	0	9,296	.00	.00	9,296.00	.0%
17070500 50412 Meal allowance	500	0	500	.00	.00	500.00	.0%
17070500 50413 Mileage/ travel	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL Economic Development	104,696	0	104,696	5,913.48	.00	98,782.52	5.6%

18085000 County Tax

18085000 50405 PSAP Fees	20,811	0	20,811	18,918.90	.00	1,892.10	90.9%
18085000 50920 County tax	722,337	0	722,337	.00	.00	722,337.00	.0%
TOTAL County Tax	743,148	0	743,148	18,918.90	.00	724,229.10	2.5%
TOTAL General Fund	16,848,662	0	16,848,662	1,475,496.08	2,592.38	15,370,573.54	8.8%
TOTAL EXPENSES	16,848,662	0	16,848,662	1,475,496.08	2,592.38	15,370,573.54	

FOR 2020 01

ACCOUNTS FOR:
3000 Debt Service

	ORIGINAL APPROP	TRANFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
38081000 Debt Service-Bonds							
38081000 53400 2005 Bond Princi	31,226	0	31,226	.00	.00	31,226.00	.0%
38081000 53401 2006 Bond Princi	36,000	0	36,000	.00	.00	36,000.00	.0%
38081000 53402 2009 Bond Princi	131,086	0	131,086	.00	.00	131,086.00	.0%
38081000 53403 2010 Bond Princi	53,500	0	53,500	.00	.00	53,500.00	.0%
38081000 53404 2011 Bond Princi	27,000	0	27,000	.00	.00	27,000.00	.0%
38081000 53405 2014 OECB Princi	26,880	0	26,880	.00	.00	26,880.00	.0%
38081000 53406 2017 Bond Princi	150,000	0	150,000	.00	.00	150,000.00	.0%
38081000 53600 2005 Bond Intere	1,066	0	1,066	.00	.00	1,066.00	.0%
38081000 53601 2006 Bond Intees	684	0	684	.00	.00	684.00	.0%
38081000 53603 2010 Bond Intere	18,191	0	18,191	.00	.00	18,191.00	.0%
38081000 53604 2011 Bond Intere	338	0	338	.00	.00	338.00	.0%
38081000 53605 2014 OECB Intere	27,905	0	27,905	.00	.00	27,905.00	.0%
38081000 53607 2017 Bond Intere	27,240	0	27,240	.00	.00	27,240.00	.0%
TOTAL Debt Service-Bonds	531,116	0	531,116	.00	.00	531,116.00	.0%
TOTAL Debt Service	531,116	0	531,116	.00	.00	531,116.00	.0%
TOTAL EXPENSES	531,116	0	531,116	.00	.00	531,116.00	.0%

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

munis
a tyler erp solution

P 22
glytdbud

FOR 2020 01

ACCOUNTS FOR:
6000 Sewer Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
65052500 Treatment Plant							
65052500 50102 Department Head	83,963	0	83,963	6,458.66	.00	77,504.34	7.7%
65052500 50104 Non Supervisory	197,947	0	197,947	12,663.79	.00	185,283.21	6.4%
65052500 50107 Admin Wages	14,191	0	14,191	.00	.00	14,191.00	.0%
65052500 50140 Overtime wages	23,500	0	23,500	1,718.54	.00	21,781.46	7.3%
65052500 50201 Unemployment Cos	1,030	0	1,030	.00	.00	1,030.00	.0%
65052500 50202 Workers compensa	14,433	0	14,433	.00	.00	14,433.00	.0%
65052500 50210 Maine State reti	25,472	0	25,472	1,705.39	.00	23,766.61	6.7%
65052500 50215 Admin Benefits	6,531	0	6,531	.00	.00	6,531.00	.0%
65052500 50220 Health insurance	76,188	0	76,188	4,200.44	.00	71,987.56	5.5%
65052500 50221 HRA Costs	3,218	0	3,218	65.00	.00	3,153.00	2.0%
65052500 50230 FICA taxes	23,402	0	23,402	1,458.83	.00	21,943.17	6.2%
65052500 50301 Office supplies	2,500	0	2,500	311.70	313.96	1,874.34	25.0%
65052500 50302 Operating suppli	0	0	0	731.50	-731.50	.00	.0%
65052500 50303 Other Supplies	41,500	0	41,500	3,577.07	.00	37,922.93	8.6%
65052500 50306 Postage	8,500	0	8,500	6.08	.00	8,493.92	1%
65052500 50307 Advertising	3,200	0	3,200	579.80	.00	-379.80	289.9%
65052500 50331 Small Tools	4,500	0	4,500	14.99	30.99	2,954.02	1.5%
65052500 50351 Clothing/Boot Al	2,441	0	2,441	279.55	.00	4,220.45	6.2%
65052500 50352 Cell Phone allow	4,600	0	4,600	176.19	.00	2,264.81	7.2%
65052500 50375 Gas	5,200	0	5,200	.00	.00	4,600.00	.0%
65052500 50377 Diesel	2,500	0	2,500	.00	.00	5,200.00	.0%
65052500 50401 Professional emp	300	0	300	.00	.00	2,500.00	.0%
65052500 50413 Mileage/Travel R	1,500	0	1,500	1,053.94	.00	300.00	70.3%
65052500 50430 Filing fees/lice	1,000	0	1,000	.00	.00	446.06	.0%
65052500 50450 Legal expense	2,550	0	2,550	500.00	.00	1,000.00	.0%
65052500 50452 Audit services	10,000	0	10,000	.00	.00	2,050.00	19.6%
65052500 50455 Professional Serv	1,800	0	1,800	136.18	.00	10,000.00	.0%
65052500 50483 Security System	97,000	0	97,000	9,290.04	.00	1,663.82	7.6%
65052500 50510 Electricity	12,500	0	12,500	.00	.00	87,709.96	9.6%
65052500 50511 Water usage fees	2,540	0	2,540	154.63	.00	12,500.00	.0%
65052500 50512 Telephone	7,500	0	7,500	.00	.00	2,385.37	6.1%
65052500 50514 Heating Fuel	7,500	0	7,500	.00	.00	7,500.00	.0%
65052500 50539 R&M: Catch Basin	72,000	0	72,000	1,703.14	-254.65	70,551.51	2.0%
65052500 50546 R & M: SEWER	10,000	0	10,000	.00	.00	10,000.00	.0%
65052500 50550 Meter Read	81,000	0	81,000	6,987.03	.00	74,012.97	8.6%
65052500 50555 Sludge Disposal	1,700	0	1,700	135.89	.00	1,564.11	8.0%
65052500 50556 Trash Removal	10,000	0	10,000	.00	.00	10,000.00	.0%
65052500 50557 CCTV & Cleaning	2,599	0	2,599	2,582.30	.00	16.70	99.4%
65052500 50601 General Liabilit	1,054	0	1,054	1,054.00	.00	.00	100.0%
65052500 50602 Vehicle Insuranc							

08/08/2019 15:46
4975DBarnes

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 23
glytdbud

FOR 2020 01

ACCOUNTS FOR:
6000 Sewer Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
65052500 50604 Property Insuran	6,777	0	6,777	24,132.00	.00	-17,355.00	356.1%
65052500 50750 Improvements oth	150,000	0	150,000	.00	.00	150,000.00	.0%
65052500 50806 Bond Administrat	2,200	0	2,200	.00	.00	2,200.00	.0%
65052500 53307 Vector Lease	37,313	0	37,313	.00	.00	37,313.00	.0%
65052500 53400 2005 Bond Princi	17,500	0	17,500	.00	.00	17,500.00	.0%
65052500 53401 2006 Bond Princi	25,000	0	25,000	.00	.00	25,000.00	.0%
65052500 53405 2014 QECB Princi	10,453	0	10,453	.00	.00	10,453.00	.0%
65052500 53600 2005 Bond Intere	2,360	0	2,360	.00	.00	2,360.00	.0%
65052500 53601 2006 Bond Intere	3,690	0	3,690	.00	.00	3,690.00	.0%
65052500 53605 2014 QECB Intere	10,852	0	10,852	.00	.00	10,852.00	.0%
TOTAL Treatment Plant	1,133,504	0	1,133,504	81,676.68	-641.20	1,052,468.52	7.1%
TOTAL Sewer Fund	1,133,504	0	1,133,504	81,676.68	-641.20	1,052,468.52	7.1%
TOTAL EXPENSES	1,133,504	0	1,133,504	81,676.68	-641.20	1,052,468.52	



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



To: Lisbon Town Council
Department Monthly Report: July 2019

In the month of July the Fire Department responded to 36 calls for service (includes inspections and various investigations and complaints, such as unpermitted burns). The Department responded to 5 requests for the Fire Department First Responders. Out of these, 3 incidents medical care was provided. The other incidents we were either canceled or had no patient contact. The Department responded to 0 request to assist Lisbon Emergency this past month.



In the month of June we had 6 mutual aid requests. 2 to the Town of Sabattus, 1 to the Towns of Topsham, Durham, Greene, and Wales. 1 of the calls to Sabattus and to the call to Wales, we were canceled.

Prior to Moxie crews spend several hours getting the station on Main Street, the grounds, and all the equipment ready for the weekend.

Friday night is our biggest opportunity to reach out to as many people as possible. During the Friday night event, this year, we invited in the State Fire Marshal's Office in. They brought in a sprinkler trailer and did a residential sprinkler demonstration. This demonstration shows how fast fire grows with what we find for materials in today's homes. Residential sprinklers help keep the fire at bay so occupants within the residence can get out safely.

The fireworks may not have been impressive this year, due to a variety of issues, but we were ready. Thanks to Topsham Fire Department and our Squad 3 (brush unit), we stood by in case there was an issue at the fireworks site. Thankfully, our services were not needed.



The Fire Department training this past month was a continuation of last month's training. We got together with Durham Fire Department and reviewed and practiced water rescue skills in the Androscoggin River.



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



Over the past month we were able to reach out to more of the younger members of our community. A station tour was given to a local daycare and we were also able to meet some that happen to pop in while the crews were maintaining the stations

Month of July incident type break down.

Incident Type	Occurrences
Building Fire	3
Trash or rubbish fire, contained	2
Emergency medical services, other	1
EMS Call, excluding vehicle accident with injuries	5
Motor vehicle accident with injuries	4
Motor vehicle accident with no injuries	3
Smoke or odor removal	1
Public service	2
Unauthorized burning	3
Good Intent call, other	1
Dispatched, canceled en route	3
No incident found on arrival at dispatch address	1
Authorized burning	1
Smoke scare, odor of smoke	1
Smoke detector activation due to malfunction	2
Alarm system activation due to malfunction	1
CO detector activation due to malfunction	1
Smoke detector activation, no fire – unintentional	1
Total:	36

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
July 2019

Adult Books	1,103	Adult DVD's	279
Juvenile Books	1,122	Juvenile DVD's	198
Audio Books	85	Periodicals	119
ILL In	156	ILL Out	253
E-Readers Users	42	E-Reader Downloads	163
Adult Room Count	1,842	Juvenile Room Count	1,475
Patron Use Computers	342	New Patrons	24
Sat AM Storytime	14	Thursday PM Storytime	11
Legos Club	NA	Animation Stop Motion	NA
Crafts/Claudia	NA	Steam Lab Program	NA
Heart & Soul Daycare	15	4H Science Sum.Prog.	12
Sum.Rd.Tues.Afternoon	162	Sum.Rd.Tues. Evening	99
MTM Sum.Rd. Program	42	Playhouse Use	16

*The Library Department was closed July 4 & 5th and July 13, 2019 (Moxie week-end)

The Library had a very successful month of July. We hosted a variety of Summer Reading Program events that brought 355 children and their families to the library. The children enjoyed science projects that included balloon rockets and a static electricity experiment. They also had fun with crafts that included alien spaceships, paper towel roll rockets and a planet water-painting project. The children were enthusiastic, had fun and read lots of books. We are proud to let the Town Council and community know that the children have reached their goal of 1,500 hours of reading as of 8/1/19!

We continued our partnership with the Lisbon Recreation Department that brought 42 of their 'summer campers' to the library every Thursday morning for their Summer Reading Program. Each participant was allowed to check out a book with the Recreation Department's library card. That worked well for those participants who did not have an individual library card.

The 2019 Summer Reading Program will end the week of August 5-10th with a cake and punch party for each group. I will have the final report for the next Town Council report.

The library was pleased to offer our facility to the community as place to cool off during the recent heatwave. We informed the community through our Facebook page and patron visits. We offered cups of cold water and a place to sit and read or work on the community puzzle.

The Children's Garden continued to be a fun place to visit during July. Families met for playgroups several times a week. We are excited about the new parking area off Union that will open up to the Children's Garden. It will not only offer much needed parking in our downtown but also the garden will serve as a gateway to Main St. and its businesses. The Library has a few memorial accounts that will fund two new garden arches and colorful stepping-stones.

I met with Mark Stevens to address our need for garden maintenance. The lawn area closest to Union St. looks good and the Rec/Parks Dept. keeps that area nicely mowed. Unfortunately, the extreme heat and humidity has allowed grass and weeds to take over the pathway that had been maintained with crushed rocks. Parents have voiced concerns with their children walking through and playing in that area with the increasing problem with ticks. Mark and his crew discussed the matter with PW and the Town Manager. The most efficient and cost effective solution will be to lay garden fabric over the area from the playhouse to the waterfall and then cover that area with leftover "brick dust" from the current sidewalk project. I will keep the Town Council informed in this matter.

The Library Department will take the rest of the month of August to focus our efforts on fall adult and children's programs. Staff will begin to take vacation time as well. We will get the children's book collection back in order after the more than 1,000 items checked out and returned during the Summer Reading Program.

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: Monthly Report, June/July 2019

DATE: August 8, 2019

Preparing for the Moxie Festival has always been a big part of our operations in the months of June and July. This year, that statement took on a whole new meaning, thanks to the Town Council moving the festival under our Parks and Recreation Department umbrella of responsibility. Our staff embraced the new roles with full confidence and motivation. Although our volunteers are the backbone to such a large community event, I want to take this opportunity to recognize our employees. Aline, Dan, Cherie, and Julie-Ann worked hard to pull this event off. Julie-Ann put every ounce of herself into making this festival complete. I am forever grateful for her. It was impressive to see all of them in the trenches of the battle field on the days of the festival, knowing this was their reward for the months of planning. Their reports were not always full of pleasantries, but of challenges and problem solving, however at the end of the day on Sunday, they were completely exhausted and still smiling. I am looking forward sharing the figures and the full Moxie Report to the Council in September.



The addition of Sunday events at the MTM during the Moxie Festival was a huge success. We finally can say with no doubt that the Moxie Festival is truly a THREE DAY event. We offered a Cornhole tournament, a band, a musical about the quirkiness of Moxie and a Movie in the Park. Cassie Gray, and Maggie Sabo put together the most amazing home made musical with about a dozen others. Hoping to have them back again next year.

The support from the Moxie Festival Committee members

was incredible. The Parade was absolutely fantastic thanks to coordinators; Alan Ward and Carlton Barnes and their helpers! Some said it was the best they had seen in over a decade. Heather Cronin and Jennifer Libby as well as Kasie Kolbe worked to the bone getting gear and product out to the people. So many did so much it is difficult for me to mention it all in this report.



Moxie event planning was not the only thing we were doing in June and July. We also spend months of planning for the day camps, sport camps along with other events and activities planned for the summer months. We work with the Lisbon Library, and the Police Departments running events and activities.

We have hired our summer park and camp staff and spent the days prior to camp training everyone in first aid/ CPR, town policies and department procedures. Almost everyone of our employees from last summer returned. This staff were fully responsible for 235 children this summer from 8 am to 5 pm Monday through Friday.

The Moxie Car Show and 5K was well planned out and “ran” smoothly. Our volunteers return year after year, some over 20 years. Our volunteers are the reason for our success with these events! Many are friends of friends and family members. The Lisbon Class of 1982 has been a big part of making sure the car show is successful each year.



Wesley Walton, our parks maintenance supervisor elected to take another job with Ray Labbe and Sons. Wesley had played a key role in making our parks and gardens beautiful. Joe Bisson replaced Wesley. Joe and Ben LeClair started the month off with big shoes to fill. Gardens were planted, weeded, edged and mulched. Green space including the cemeteries were mowed and fences were repaired. Projects were worked on between the regular maintenance plans. We spent a couple of days at the Lisbon Library getting the grounds and gardens looking pretty. Pride is our motivation. We all want to make Lisbon the best looking town around.



The Community Garden volunteers have harvested 186 pounds of produce so far. The harvesting continues and updates will be giving. Flux Restaurant continues to make good use of our herbs. Garlic has been pulled and is now drying for fall distribution. Watermelons and Pumpkins are appearing and there is no shortage of tomatoes. Come by and check out the growth of our community Garden and say hello to a volunteer. The Community Garden is located on South Street in Lisbon Falls.

What an incredibly great summer in Lisbon Maine.



Lisbon Police Department

A Community Policing Agency

300 Lisbon St.
Lisbon, ME 04250

Marc R. Hagan
Chief of Police

Report to Council
August 2019
Police Department

In the month of July, the police department received 1,120 requests for police assistance. There were a total of 62 criminal investigations, and 21 persons were arrested or charged with criminal violations. There were a total of 14 motor vehicle crashes and 245 motor vehicle stops occurred during directed traffic enforcement details.

Officers from this agency also took part in many different activities in July, in addition to the previously mentioned calls for service listed above:

The planning, scheduling, and actual completion of the Moxie Days celebration kept all Lisbon Police Department personnel busy through the first half of July. Special thanks are again owed to Lisa Ward and the Androscoggin Community Emergency Response Team for assisting the Police Department with traffic control at various intersections during the parade. This assistance allows officers to be allocated to other heavily populated areas in case of emergency. There were no critical public safety emergencies during the events and by all accounts Moxie Days was another great success for the community.

The Police Department also hosted its' annual bike rodeo during the month of July. The event was held at the Lisbon Community School and young riders learned about bicycle safety and were given opportunities to practice and show their abilities throughout the days' events. A representative from the Bike Coalition of Maine was also on hand to assist Lisbon personnel fit roughly 80 helmets to area youths while six new bicycles were given away courtesy of the Lisbon Police D.A.R.E organization.

On July 23rd the Police Department "hosted" a one-day training conference, at the Lisbon Community Federal Credit Union. The conference, run by a private training agency, focused on supervision and management skills such as *managing conflict *catalyzing change *teamwork, *building trust, etc. The Police Department received a free slot at the 8-hour training for being the host agency. Special thanks to George Roy and the Lisbon Community Federal Credit Union for opening their facility to all attendees and this training opportunity.

Thank you.

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER

FROM: RANDY CYR

SUBJECT: JULY 2019 MONTHLY REPORT

DATE: AUGUST 8, 2019

Public Works – In the month of July the Public Works crew spent a lot of time prioritizing and patching pot holes throughout Lisbon and Lisbon Falls. Fixed signs around town that needed attention. Patches and painted lines in school parking lot. Prepared and cleaned vehicles for Moxie Touch a Truck. Prepared equipment for and set up areas for Moxie Festival, as well as the tear down and policing up all signs, barricades, trash and equipment upon completion of the fest.

Besides their normal daily duties, we also set up and prepared an office at PW Shop for Alfred to work from. Randy and Buttons also drove to New Hampshire to pick up and deliver a new truck to the Rec department.

Mechanics continued working on vehicles/equipment to ensure inspections were completed and safe for operation.

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

<u>Item</u>	<u>Tonnage</u>
Single Stream	5.08
Trash	247.55
Bulky Waste	48.46
Wood	30.66
Brush	10.64
Compost	20.64
Waste Gas	110 Gallons
Freon	44 units
Tires	2.22
Shingles	23.29
Cardboard	20.95 @ \$20/ton = \$ 419.00 Revenue

MEMORANDUM FROM THE SEWER SUPERINTENDENT

TO: DIANE BARNES, TOWN MANAGER

FROM: STEVE AIEVOLI

SUBJECT: JULY 2019 MONTHLY REPORT

DATE: AUGUST 5, 2019

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

- All staff took vacation this month.
- Repaired the Headworks Grit system
- Cleaned the Madelyn Street pump station wet well
- Annual Sewer Cleaning on going
- Replaced the mechanical seal on pump #2 at the Rt. 196 P.S.
- Phase one of the sewer replacement project ongoing. Currently working on Osborn Street.

Please contact me if you have any questions.

DEPARTMENTAL STATUS REPORT
TOWN CLERK'S OFFICE - TWILA LYCETTE, CMC
AUGUST 2019

TOWN CLERK:

1. Council minutes were transcribed and posted for July 16.
2. The new codebook updates have been received, distributed, and we updated the pages in the Code Office, Town Manager's Office, and Finance Department, and Town Clerk's Office. New ordinances have been sent to Municipal Code for posting online.
3. Vital records requests were processed, we issued 100 in total for marriage, birth, and death certificates, marriage licenses, and disposition permits. We used the Electronic Vital Records Program for most of this work. We scanned marriage licenses and intentions into that system too.
4. We sent vital record state funds to Augusta with a monthly report.
5. We sent the dog report and funds to the state.
6. The renewal oaths for the Police Department are mostly completed.
7. We processed a couple of certificates of business filings.
8. We processed a couple of business licenses & an off premise catering permit
9. We targeted several boxes for destruction in accordance with the Municipal Disposition Schedule.

ELECTIONS:

1. Voter registration cards have all been entered into the computer. Weekly voter registration cards are still coming in. All have been scanned into CVR. Passwords were required to be updated prior to the November Election
2. 12 Memory Sticks were returned to state for the DS200 and Express Vote.
3. Nomination papers were created for November vacancies and positions posted on the web, at the post offices, and town bulletin board.
4. Warrant and Bond order information arrived, after adjustments I will forward to ES&S for programing.
5. Election supply boxes were made ready. Our Warden accepted our offer to work again on November 5.
6. The Annual Municipal November Election was set up in CVR. Absentee application were made available at the counter and though our link online.
7. The Vital Records Restoration books were picked up by Kofile.
8. Express Vote and DS200 were cleaned and prepared for the November Election.

Lisbon Emergency, Inc. 2018-2019 Yearly Report

August 6, 2019

Dear Councilors, Selectmen and Members:

I am pleased to present Lisbon Emergency's Fiscal Yearend report. Fiscal Year 2018-2019 was successful, some of the highlights for the year:

- Securing over \$13,197.56 in grants and donations
- Decreased the time dispatched to arrival at the patient
 - Lisbon from 10.92 minutes to 8.39 minutes
 - Bowdoin from 23.12 minutes to 18.07 minutes
- Under budget for expenses
 - the biggest line item that was under budget was payroll; volunteer office personnel, volunteer paramedic and CQI personnel
- Phase Two of Bay repairs was completed; dehumidifiers installed, major improvements in reducing moisture
- No unexpected ambulance repairs
- Customer satisfaction rating of 91%; 6% of the 8% unsatisfied was billing related
- All policies and Standard Operating Procedures were up-dated
- Cardiopulmonary (CPR) classes held at no cost:
 - Lisbon Public Works
 - Lisbon School Department, teachers and staff
 - Lisbon School Department, students
 - Lisbon Rec Department, camp councilors

Town of Lisbon and Bowdoin highlights:

- Moxie Days 2018 saw only two patients, both from the road race, and both refused transport.
- Ambulance coverage at Bowdoin's Days-Bowdoin Center School
- Handed out candy for Halloween both at 42 Village Street and School Street
- Ambulance coverage at Winter Fest
- EMS coverage at all home High School Varsity events
- Ambulance tours for Day Cares in town
- Ambulance and station tour and First Aid for girl scout troops
- Cardiac Arrest saved in the town of Bowdoin

In closing, I would like to pass on a complement I received. The brother of a Lisbon's patient said "I work in many different EMS services around the State of Maine and deal with different police departments. Lisbon Police Officers are the most caring and professional police department I have interacted with." This statement and the Cardiac Arrest saved in Bowdoin is why Lisbon Emergency is honored to be part of the public safety team.

Thank-You for your time, if there are any questions please ask

Respectfully Summited

Chief James MacDonnell

Lisbon Emergency's Average Time from Dispatch to On Scene

time are in minutes

	Bowdoin	Durham	Lewiston	Lisbon/Fall	Topsham	Sabattus	Auburn	Wales
Jul-18	17.22	12.30	17.00	10.30				
Aug-18	18.76	13.20	13.74	7.76		20.00		
Sep-18	17.37	12.00	17.99	8.47			12	
Oct-18	16.85	12.04	10.50	9.84	10.68	9.00		
Nov-18	16.87		9.60	8.26				
Dec-18	16.82		10.01	7.73		6.23		
Jan-19	20.12	12.50	16.59	8.42		12.00		
Feb-19	20.88	13.33	13.57	8.51		10.90		
Mar-19	20.50	12.50	19.33	8.28		12.00		18.00
Apr-19	16.29	12.75	14.67	7.95		16.00		
May-19	17.04	10.67	14.92	7.45				
Jun-19	18.17	12.14	15.01	7.77		8.33		

Call Volume by Towns

	Bowdoin	Durham	Lewiston	Lisbon/Fall	Topsham	Sabattus	Misc	Total
Jul-18	17	3	8	79		1	1	109
Aug-18	8	3	1	65		1		78
Sep-18	11	0	4	69	0	2	2	88
Oct-18	9	2	3	64	1	1	1	81
Nov-18	15	0	3	59	0	0	0	77
Dec-18	14	0	3	67	0	1	0	85
Jan-19	14	1	3	69			2	89
Feb-19	16	2	6	52		3		79
Mar-19	12	3	2	70		1	3	91
Apr-19	9	4		69		2	1	85
May-19	13	4	7	83				107
Jun-19	12	7	7	76		2		104
Year Total								1073

Level of Care Staffed at

Month	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
Paramedic	48	38	50	45	40	42
Advanced	16	18	16	15	20	20
EMT	0	0	0	0	0	0

Dispatch Reason

July 1, 2018 to June 30, 2019

<i>Runs by Dispatch Reason</i>	<i>Percent of Total Runs</i>
26. Sick Person	16.05%
17. Falls	14.56%
6. Breathing Problem	10.67%
10. Chest Pain (Non-Traumatic)	7.58%
29. Traffic/Transportation Incident	6.08%
31. Unconscious/Fainting/Near-Fainting	4.59%
25. Psychiatric Problem/Abnormal Behavior/Suicide Attempt	4.19%
1. Abdominal Pain/Problems	3.49%
12. Convulsions/Seizure	3.39%
No Other Appropriate Choice	3.39%
28. Stroke/CVA/TIA	3.19%
13. Diabetic Problem	2.79%
21. Hemorrhage/Laceration	2.79%
23. Overdose/Poisoning/Ingestion	2.19%
9. Cardiac Arrest/Death	2.09%
30. Traumatic Injury	1.89%
19. Heart Problems/AICD	1.69%
5. Back Pain (Non-Traumatic)	1.60%
33. Transfer/Interfacility/Palliative Care	1.50%
2. Allergic Reaction/Stings	1.00%
32. Unknown Problem/Person Down	1.00%
4. Assault	1.00%
Medical Alarm	0.60%
24. Pregnancy/Childbirth/Miscarriage	0.50%
18. Headache	0.40%
20. Heat/Cold Exposure	0.30%
3. Animal Bite	0.30%
11. Choking	0.20%
27. Stab/Gunshot Wound/Penetrating Trauma	0.20%
37. Interfacility Evaluation/Transfer	0.20%
Well Person Check	0.20%
7. Burns/Explosion	0.10%
8. Carbon Monoxide/Hazmat/Inhalation/CBRN	0.10%
Fire Stand-by	0.10%
Healthcare Professional/Admission	0.10%

Destination July 1, 2018 to June 30, 2019

Disposition Destination Name Delivered Transferred To	Percent of Total Runs
CENTRAL MAINE MEDICAL CENTER	47.31%
MID COAST HOSPITAL	26.68%
SAINT MARYS REGIONAL MEDICAL CENTER	22.34%
MAINE MEDICAL CENTER	1.71%
THE LAMP NURSING HOME	0.53%
HOSPICE HOUSE - AUBURN	0.39%
Not Applicable	0.26%
ST MARY'S D'YOUVILLE PAVILION	0.26%
MARSHWOOD CENTER	0.13%
LANDING ZONE	0.13%
OTHER HEALTHCARE FACILITY, INSTITUTION OR LOCATION	0.13%
OTHER NON-HEALTHCARE FACILITY OR LOCATION	0.13%

Type of Service July 1, 2018 to June 30, 2019

Response Type Of Service Requested	Percent of Total Runs
911 Response (Scene)	95.61%
Public Assistance	1.20%
Interfacility Transport	1.00%
Medical Transport	1.00%
Mutual Aid	1.00%
Intercept	0.10%
Standby	0.10%

Disposition of Calls

July 1, 2018 to June 30, 2019

Call Disposition	Percent of Total Runs
Treated - Transported by this EMS Unit	75.67%
Patient Treated - Refused Transport	8.18%
Patient Refused Evaluation/Care (Without Transport)	6.38%
Patient Evaluated, No Treatment/Transport Required	5.18%
Dead at Scene-No Resuscitation Attempted (Without Transport)	1.20%
Canceled (Prior to Arrival At Scene)	0.70%
Treated, Transferred Care to Another EMS Unit	0.70%
Dead at Scene-Resuscitation Attempted (Without Transport)	0.60%
Assist - Public	0.50%
No Patient Found/Contact	0.30%
Canceled (Prior to En Route)	0.20%
Assist - Agency	0.10%
Dead at Scene-Resuscitation Attempted (With Transport)	0.10%
Intercept	0.10%
Patient Refused Evaluation/Care (With Transport)	0.10%

Medication Given

July 1, 2018 to June 30, 2019

Medication Given Description	Percent of Total
No Medication Given	60.49%
Nitroglycerin (4917)	8.61%
Oxygen (7806)	6.18%
Normal Saline Injectable (125464)	5.96%
EPINEPHrine 1MG/10ML (1:10,000) (317361)	3.75%
Aspirin (1191)	3.53%
Ondansetron (26225)	2.43%
Albuterol (435)	2.21%
Fentanyl (4337)	1.99%
DuoNeb/Combivent (285059)	1.55%
dextrose 10 % Injectable Solution (237648)	0.66%
Glucose Oral Gell (4850)	0.66%
Glucose Oral Gel (4850)	0.44%
Amiodarone (703)	0.22%
Dexamethasone (1812079)	0.22%
dextrose 10 % / NaCL 0.45 % Injection (244098)	0.22%
dextrose 50 % Injectable Solution (237653)	0.22%
Glucagon (4832)	0.22%
Midazolam (1666814)	0.22%
Sodium Bicarbonate (36676)	0.22%

Lisbon Emergency, Inc. 2018-2019 Yearly Report

The future of Emergency Medical Services (EMS) will see a major shortage of qualified EMS providers. This is a national problem, just not a Maine problem. There are many reasons why there is a problem: low pay, EMS provider burn-out, back injuries, low graduation rate of students are the top reasons.

On August 3, 2019 the job classified for EMS providers in the State Maine are:

Maine Municipal Association –Job Bank

- Town of Naples; Per Diem FF/AEMT/Paramedic
- Warren Ambulance Service; Per Diem Paramedic/EMT
- Town of Durham; Per Diem; Per Diem EMS provider
- Town of Wiscasset; Per Diem EMT/AEMT
- Calais; Per-Diem and Full Time Paramedic
- Town of Windham; Full Time FF/Paramedic \$19.56/hr
- Town of Harpswell; Per-Diem FF/EMS \$13 to \$17
- Town of Berwick; Per-Diem FF/EMT
- Town of Clinton; Full Time FF/EMS
- Town of Gorham; Full Time FF/EMS
- Town of Houlton; Full Time FF/EMS
- Town of Bucksport; Per-Diem EMS
- Town of Hampden; Full Time FF/Paramedic

APEMS Job Board

- Sebago; Per-Diem FF/EMS
- Winthrop Ambulance Service; Per-Diem EMS
- Northern Light; EMS
- Charles Dean Emergency Medical; EMS
- Town of Buxton; Full Time FF/Paramedic
- Town of Yarmouth; FF/EMS
- Fun Town Splashtown; EMS
- Town of Gray; Full Time FF/Paramedic
- Topsham; Per-Diem FF/Paramedic

Indeed

- Northeast Mobile Health; EMT and A-EMT
- Northeast Mobile Health; Paramedic sign on bonus \$3,000
- General Dynamics (BIW); Full Time FF/EMT
- Maine Medical Center; Medical Communication (EMT; Paramedic preferred)
- Northstar Ambulance; EMS
- Western Maine Health; EMT \$13.88
- City of Bangor; FF/EMT (Paramedic Preferred)
- Delta Ambulance; EMT and A-EMT
- Crown Emergency Service; EMT
- Stewarts Ambulance Service; Paramedic (\$6,000 sign on)
- Stewarts Ambulance Service; EMT (\$3,000 sign on)

The shortage is being seen with Lisbon Emergency's mutual aid. United Ambulance is calling Lisbon Emergency 7 to 10 times a week for transfers and 911 calls. United is under staffed. United downgraded the license level from a Paramedic to Advance permitted to Paramedic. This change had no real effect in staffing at United. In order for EMS coverage to the Towns of Lisbon and Bowdoin, Lisbon Emergency has had to refuse most of the transfers. Lisbon Emergency will never refuse any 911 calls for any of our mutual aid services.

The national trend to address the EMS provider shortage:

- Requiring Paramedic to a college degree, this brings paramedic to same educational level as nurses and same pay as nurses.
- Splitting fire and EMS into separate departments.

Lisbon Emergency, Inc. 2018-2019 Yearly Report

- Few EMS providers do not want to work in fire departments, and the same goes for a firefighter does not want to work in the EMS field
- EMS services are paying the cost for EMT/A-EMT to increase their licenses. The provider does have to commit to three years (+/-) employment contract
- EMS services are paying a sign-on bonus, some are as high as \$8,000
- EMS service are offering benefits to their part-time (Per-Diem) employees

Lisbon Emergency's Strategic Plan Recruitment and Retention

The officers of Lisbon Emergency are always working on recruitment and retention of EMS providers. Two of the major changes in the past two years was changing from a volunteer/per-diem service to an all paid service and increasing the pay for the providers. Lisbon Emergency is on a hiring freeze for EMTs/A-EMTs, first time in six years. Lisbon Emergency is still looking to hire 3 to 4 Paramedics. Other recruitment and retention that Lisbon Emergency is working on:

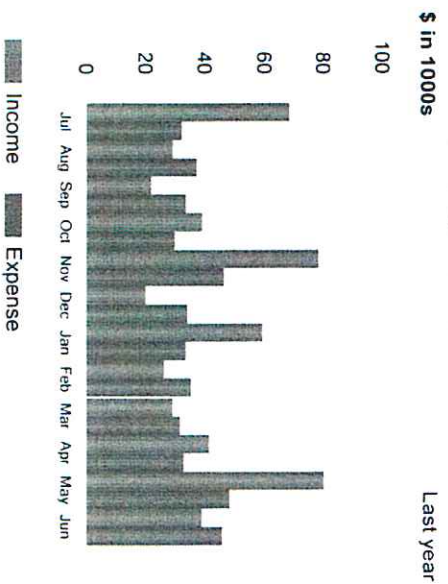
- Junior EMS Program: Lisbon Emergency was able to gain three providers out of four juniors that entered the program
- Lisbon Emergency has a contract with each of the Learning Centers to allow EMS students to do clinical ride time
- The chief visits local EMT classes
- Members are given a stipend if they bring a paramedic that stays for more than 6 months
- This year's plan is to recruit paramedics
 - Using Social Media as an advertising platform
 - Advertising on National and State Job Boards
- The officers have an open door policy, any member can talk with any officers
- Members asked to take a survey once a year on how to improve Lisbon Emergency
- Lisbon Emergency's members are not required to perform any firefighter duties
- Members are given a say when equipment is to be purchased
- Voting Members are given a vote in the long term planning of Lisbon Emergency
- Members are honor though out the year
- One change this year is Lisbon Emergency hires a person for lawn care reducing the member work load and only costing Lisbon Emergency \$22 per three weeks
- Members are paid a stipend for extra work, example teaching a training class
- Lisbon Emergency has two Life Pac-15 cardiac monitors
- Lisbon Emergency has two power stretcher and one power load system with plans to purchase a second power load system

Age Account Receivable June 30, 2019

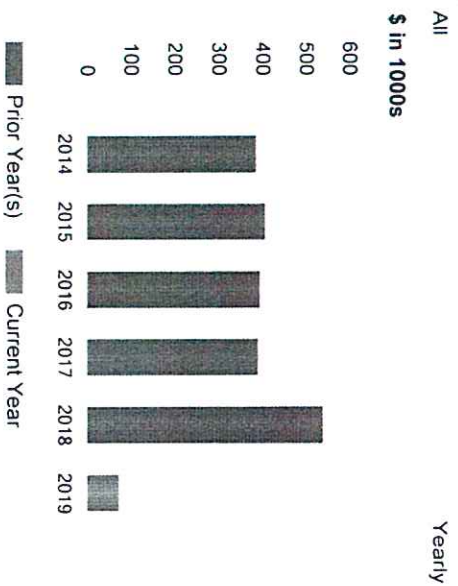
Current	\$64,712.65	43%
31-60 days	\$15,523.71	10%
61-90 days	\$13,172.07	9%
91 to 120 days	\$10,014.50	7%
120+ days	\$47,469.11	31%

July 01, 2018 to June 30, 2019 Lisbon Emergency sent \$91,092.02 to collection for un-paid ambulance bills
The collection rate from the collection agency is 2.4% to 4.0%

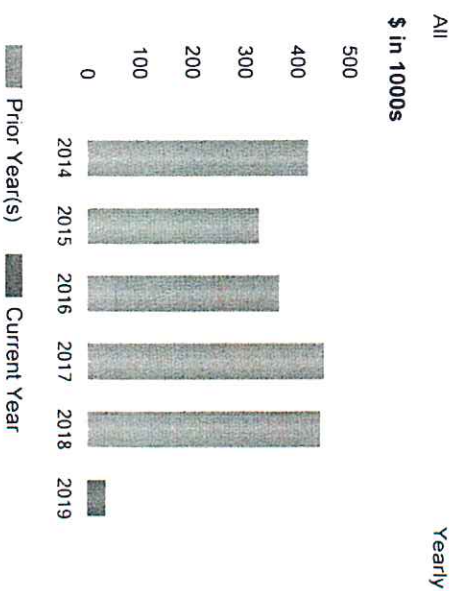
Income and Expense Trend



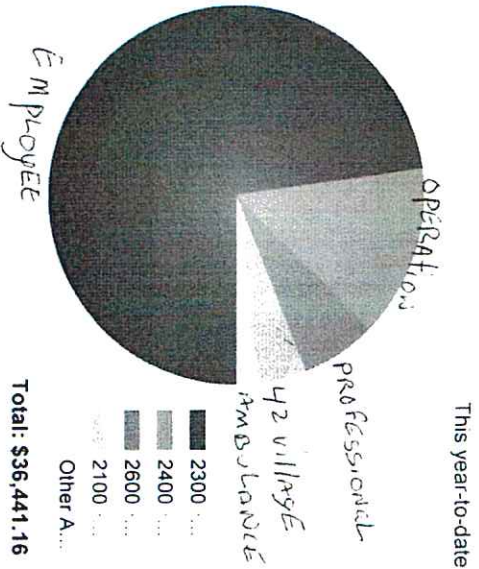
Prev Year Income Comparison



Prev Year Expense Comparison



Expense Breakdown



Top Customers by Sales

Today

There is no data for this graph.

1:25 PM
08/06/19
Cash Basis

Lisbon Emergency, Inc.
Balance Sheet
As of June 30, 2019

	Jun 30, 19
ASSETS	
Current Assets	
Checking/Savings	
1050 · TD Bank	1,517.69
1100 · LCCU Checking	8,756.59
1110 · LCCU Savings	2,695.57
1115 · LCCU Capital Savings	44,376.18
1120 · LCCU Money Market	107,872.37
1150 · Androscoggin Bank	7,154.86
Total Checking/Savings	172,373.26
Total Current Assets	172,373.26
Fixed Assets	
Accumulated	
Accum Depr Building	-58,206.00
Accum Depr Leasehold Improvemen	-46,315.00
Accum Depr Machinery & Equipmen	-272,773.00
Accum Depr Motor Vehicles	-26,020.00
Total Accumulated	-403,314.00
Fixed Assets	
Building	218,267.00
Leasehold Improvements	63,440.00
Machinery and Equipment	348,342.83
Motor Vehicles	149,900.00
12500 · Medical Equipment	414.50
Total Fixed Assets	780,364.33
Total Fixed Assets	377,050.33
TOTAL ASSETS	549,423.59
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1300 · Accounts Payable	-81.50
Total Accounts Payable	-81.50
Credit Cards	
1401 · WEX	819.02
Total Credit Cards	819.02
Other Current Liabilities	
1201 · Village Street Loan	84,405.25
1205 · 401 Loan	31,009.00
1206 · 44 Loan	56,724.71
Total Other Current Liabilities	172,138.96
Total Current Liabilities	172,876.48
Total Liabilities	172,876.48
Equity	
32000 · Unrestricted Net Assets	283,956.07
Net Income	92,591.04
Total Equity	376,547.11
TOTAL LIABILITIES & EQUITY	549,423.59

1:17 PM
08/06/19
Cash Basis

Lisbon Emergency, Inc.
Profit & Loss
July 2018 through June 2019

	Jul '18 - Jun 19
Ordinary Income/Expense	
Income	
1001 · Ambulance Income	
1001b · Income from Collection Agency	3,695.05
1001 · Ambulance Income - Other	347,892.16
Total 1001 · Ambulance Income	351,587.21
1002 · Charitable Donations	54.00
1003 · Interest Income	1,069.34
1004 · Event Coverage & CPR Classes	6,455.83
1005 · Fundraising Income	
1005a · Fund Raising in House	317.28
Total 1005 · Fundraising Income	317.28
1006 · Grants	1,482.00
1011 · Town of Bowdoin Income	41,988.76
1012 · Town of Lisbon Income	127,884.48
Total Income	530,838.90
Gross Profit	530,838.90
Expense	
Freight Charges	12.50
2100 · 42 Village Expenses	
Repairs & Maintenance	
2110 · Building Supplies	
2110a · Bottle Water	114.65
2110 · Building Supplies - Other	516.74
Total 2110 · Building Supplies	631.39
2121 · Building Service Contracts	137.09
2122 · Landscaping and Plowing	3,027.98
2123 · Building Repairs & Maintenance	9,290.17
2124 · Trash Removal	602.19
Repairs & Maintenance - Other	64.82
Total Repairs & Maintenance	13,753.64
Utilities	
2131 · Cable TV, Internet, Telephone	2,117.35
2132 · Electricity	2,403.59
2133 · Heating Oil	4,749.68
2135 · Water & Sewer	629.61
Total Utilities	9,900.23
Total 2100 · 42 Village Expenses	23,653.87
2150 · P.R. & Community Outreach	46.00
2200 · Bank Fees	
2210 · Interest Expense	6,941.81
2200 · Bank Fees - Other	68.00
Total 2200 · Bank Fees	7,009.81
2250 · Credit Card Fees	1,721.77
2300 · Employee	
2310 · Education & Training	1,619.88
2320 · Employee Benefits & Gifts	735.75

1:17 PM
08/06/19
Cash Basis

Lisbon Emergency, Inc.
Profit & Loss
July 2018 through June 2019

	Jul '18 - Jun 19
2330 · Payroll	
2331 · Agency Payments	6,382.40
2335 · Payroll Processing Fees	1,884.10
2336 · Payroll Taxes	81,292.31
2337 · Wages & Salaries	227,711.01
2330 · Payroll - Other	161.06
Total 2330 · Payroll	317,430.88
2340 · Stipends	
2345 · Sport/Event Coverage	562.50
2340 · Stipends - Other	255.00
Total 2340 · Stipends	817.50
2350 · Uniforms	1,222.46
2360 · Infection Control	102.00
2300 · Employee - Other	122.00
Total 2300 · Employee	322,050.47
2400 · EMS Operations	
2410 · ALS Intercept Fees	6,525.00
2420 · Dispatching	5,000.00
2430 · Medical Equipment	
2431 · Medical Equip PM & Service Con	1,223.99
2432 · EMS Equipment	429.33
2433 · Ambulance Medication Cost	302.80
2430 · Medical Equipment - Other	2,109.40
Total 2430 · Medical Equipment	4,065.52
2440 · Medical Supplies	
2441 · Medical Oxygen	2,316.78
2442 · Medical Supplies	8,243.41
2440 · Medical Supplies - Other	1,294.23
Total 2440 · Medical Supplies	11,854.42
2450 · Monthly Billing Fees	20,813.70
2460 · Radio's, Pager, & Equipment	1,677.82
2470 · Vehicle expenses	
2471 · Registration & Inspection	217.58
2472 · Vehicle Repair & Maintenance	
401 · 401 Repairs	6,055.80
44 · 44 Repairs	2,160.23
Old 401 · Old 401 Repairs	0.00
2472 · Vehicle Repair & Maintenance - Other	73.75
Total 2472 · Vehicle Repair & Maintenance	8,289.78
2473 · Vehicle Fuel	
F401 · 401 Fuel	2,838.37
F403 · F44 - New Ambulance Fuel	6,575.93
Total 2473 · Vehicle Fuel	9,414.30
2470 · Vehicle expenses - Other	104.21
Total 2470 · Vehicle expenses	18,025.87
Total 2400 · EMS Operations	67,962.33
2474 · Reimbursement for Mileage	825.00

1:17 PM
08/06/19
Cash Basis

Lisbon Emergency, Inc.
Profit & Loss
July 2018 through June 2019

	Jul '18 - Jun 19
2500 · Office	
2510 · Computer	1,377.62
2515 · Hipaa compliance	175.00
2520 · Office Supplies	636.19
2530 · Postage	160.00
Total 2500 · Office	2,348.81
2600 · Professional Fees	
2610 · Accountant Fees	500.00
2620 · Insurance Expense	
2621 · Business Auto Insurance	4,023.00
2622 · Liability Insurance	6,349.00
2623 · Workman's Comp. Insurance	6,671.75
2620 · Insurance Expense - Other	1,058.00
Total 2620 · Insurance Expense	18,101.75
2630 · Legal Fee	1,545.00
2640 · Licenses & Permits	1,076.52
2650 · Service Licenses	
2650a · Service Medical Director Fee	48.57
Total 2650 · Service Licenses	48.57
Total 2600 · Professional Fees	21,271.84
2810 · Misc. Expense	-3.35
66900 · *Reconciliation Discrepancies	98.81
Total Expense	446,997.86
Net Ordinary Income	83,841.04
Other Income/Expense	
Other Income	
1014 · Sale of Fixed Asset	8,750.00
Total Other Income	8,750.00
Net Other Income	8,750.00
Net Income	92,591.04

1:21 PM

08/06/19

Cash Basis

Lisbon Emergency, Inc.

Profit & Loss Prev Year Comparison

July 2018 through June 2019

	Jul '18 - Jun 19	Jul '17 - Jun 18
Ordinary Income/Expense		
Income		
1001 · Ambulance Income		
1001b · Income from Collection Agency	3,695.05	0.00
1001 · Ambulance Income - Other	347,892.16	381,213.17
Total 1001 · Ambulance Income	351,587.21	381,213.17
1002 · Charitable Donations	54.00	1,180.00
1003 · Interest Income	1,069.34	682.33
1004 · Event Coverage & CPR Classes	6,455.83	4,162.20
1005 · Fundraising Income		
1005a · Fund Raising in House	317.28	1,104.90
Total 1005 · Fundraising Income	317.28	1,104.90
1006 · Grants	1,482.00	2,500.00
1011 · Town of Bowdoin Income	41,988.76	0.00
1012 · Town of Lisbon Income	127,884.48	0.00
Total Income	530,838.90	390,842.60
Gross Profit	530,838.90	390,842.60
Expense		
Freight Charges		0.00
2100 · 42 Village Expenses	12.50	
Repairs & Maintenance		
2110 · Building Supplies		0.00
2110a · Bottle Water	114.65	
2110 · Building Supplies - Other	516.74	547.44
Total 2110 · Building Supplies	631.39	547.44
2121 · Building Service Contracts		786.00
2122 · Landscaping and Plowing	137.09	3,238.78
2123 · Building Repairs & Maintenance	3,027.98	1,532.55
2124 · Trash Removal	9,290.17	547.73
Repairs & Maintenance - Other	602.19	569.83
	64.82	
Total Repairs & Maintenance	13,753.64	7,222.33

1:21 PM

08/06/19

Cash Basis

Lisbon Emergency, Inc.

Profit & Loss Prev Year Comparison

July 2018 through June 2019

	Jul '18 - Jun 19	Jul '17 - Jun 18
Utilities		
2131 · Cable TV, Internet, Telephone	2,117.35	2,245.11
2132 · Electricity	2,403.59	1,726.33
2133 · Heating Oil	4,749.68	1,813.20
2134 · Propane	0.00	234.40
2135 · Water & Sewer	629.61	792.94
Total Utilities	9,900.23	6,811.98
Total 2100 · 42 Village Expenses	23,653.87	14,034.31
2150 · P.R. & Community Outreach	46.00	31.44
2200 · Bank Fees		
2210 · Interest Expense	6,941.81	5,335.36
2200 · Bank Fees - Other	68.00	20.99
Total 2200 · Bank Fees	7,009.81	5,356.35
2250 · Credit Card Fees	1,721.77	1,538.81
2300 · Employee		
2310 · Education & Training	1,619.88	1,054.01
2320 · Employee Benefits & Gifts	735.75	315.83
2330 · Payroll		
2331 · Agency Payments	6,382.40	0.00
2335 · Payroll Processing Fees	1,884.10	1,839.90
2336 · Payroll Taxes	81,292.31	22,332.97
2337 · Wages & Salaries	227,711.01	260,017.21
2330 · Payroll - Other	161.06	0.00
Total 2330 · Payroll	317,430.88	284,190.08
2340 · Stipends		
2345 · Sport/Event Coverage	562.50	165.00
2340 · Stipends - Other	255.00	822.50
Total 2340 · Stipends	817.50	987.50
2350 · Uniforms	1,222.46	761.90
2360 · Infection Control	102.00	0.00
2300 · Employee - Other	122.00	0.00
Total 2300 · Employee	322,050.47	287,309.32
2400 · EMS Operations		
2410 · ALS Intercept Fees	6,525.00	6,400.00
2420 · Dispatching	5,000.00	4,500.00

1:21 PM

08/06/19

Cash Basis

Lisbon Emergency, Inc.

Profit & Loss Prev Year Comparison

July 2018 through June 2019

	Jul '18 - Jun 19	Jul '17 - Jun 18
2430 · Medical Equipment		
2431 · Medical Equip PM & Service Con	1,223.99	1,355.72
2432 · EMS Equipment	429.33	2,034.61
2433 · Ambulance Medication Cost	302.80	330.50
2430 · Medical Equipment - Other	2,109.40	0.00
Total 2430 · Medical Equipment	4,065.52	3,720.83
2440 · Medical Supplies		
2441 · Medical Oxygen	2,316.78	2,492.28
2442 · Medical Supplies	8,243.41	9,435.01
2440 · Medical Supplies - Other	1,294.23	0.00
Total 2440 · Medical Supplies	11,854.42	11,927.29
2450 · Monthly Billing Fees	20,813.70	21,337.76
2460 · Radio's, Pager, & Equipment	1,677.82	8,216.15
2470 · Vehicle expenses		
2471 · Registration & Inspection	217.58	1,030.22
2472 · Vehicle Repair & Maintenance		
401 · 401 Repairs	6,055.80	2,827.03
402 · 402 Repairs	0.00	5,807.92
44 · 44 Repairs	2,160.23	3,600.89
Old 401 · Old 401 Repairs	0.00	0.00
2472 · Vehicle Repair & Maintenance - Other	73.75	41.88
Total 2472 · Vehicle Repair & Maintenance	8,289.78	12,277.72
2473 · Vehicle Fuel		
F401 · 401 Fuel	2,838.37	3,401.89
F402 · 402 Fuel	0.00	4,021.81
F403 · F44 - New Ambulance Fuel	6,575.93	580.25
2473 · Vehicle Fuel - Other	0.00	31.98
Total 2473 · Vehicle Fuel	9,414.30	8,035.93
2470 · Vehicle expenses - Other	104.21	296.53
Total 2470 · Vehicle expenses	18,025.87	21,640.40
Total 2400 · EMS Operations	67,962.33	77,742.43
2474 · Reimbursement for Mileage	825.00	720.94

1:21 PM

08/06/19

Cash Basis

Lisbon Emergency, Inc.

Profit & Loss Prev Year Comparison

July 2018 through June 2019

	Jul '18 - Jun 19	Jul '17 - Jun 18
2500 · Office		
2510 · Computer	1,377.62	1,051.52
2515 · Hipaa compliance	175.00	0.00
2520 · Office Supplies	636.19	1,175.33
2530 · Postage	160.00	149.00
Total 2500 · Office	2,348.81	2,375.85
2600 · Professional Fees		
2610 · Accountant Fees	500.00	500.00
2620 · Insurance Expense		
2621 · Business Auto Insurance	4,023.00	5,128.00
2622 · Liability Insurance	6,349.00	9,583.00
2623 · Workman's Comp. Insurance	6,671.75	7,868.25
2620 · Insurance Expense - Other	1,058.00	0.00
Total 2620 · Insurance Expense	18,101.75	22,579.25
2630 · Legal Fee	1,545.00	825.00
2640 · Licenses & Permits		
2650 · Service Licenses	1,076.52	1,061.20
2650a · Service Medical Director Fee	48.57	0.00
Total 2650 · Service Licenses	48.57	0.00
Total 2600 · Professional Fees	21,271.84	24,965.45
2700 · Fundraiser Expenses		
2710 · Inside Fundraising Expense	0.00	16.84
Total 2700 · Fundraiser Expenses	0.00	16.84
2800 · Depreciation Expense	0.00	40,169.00
2810 · Misc. Expense	-3.35	604.82
66900 · *Reconciliation Discrepancies	98.81	0.00
Total Expense	446,997.86	454,865.56
Net Ordinary Income	83,841.04	-64,022.96
Other Income/Expense		
Other Income		
1014 · Sale of Fixed Asset	8,750.00	0.00
Total Other Income	8,750.00	0.00
Net Other Income	8,750.00	0.00
Net Income	92,591.04	-64,022.96

TRANSACTION JOURNAL SUMMARY

Transaction Date	07/01/2018
Transaction Date	06/30/2019
Company Code	LISBON EMERGENCY INC
Month Start	6/1/2019

AR Previous Balance:

\$128,663.19

Charges	Emergent	YTD	Non-Emer	YTD	Count
Attorney / In Care Of	3,490.20	3,490.20	0.00	0.00	3
Bluecross	0.00	7.25	0.00	0.00	0
Intercept	10,179.60	60,368.00	0.00	0.00	9
Medicare	0.00	600.00	0.00	0.00	0
Medicaid	54,249.00	477,172.40	2,307.80	7,733.40	73
Other / Commercial	10,375.80	120,871.80	505.40	6,630.80	12
Patient	15,999.60	113,036.00	0.00	791.00	16
WORKMANS COMP	2,201.00	54,257.20	0.00	175.00	5
	0.00	1,382.00	0.00	0.00	0
	96,485.20	831,154.85	2,813.20	15,330.20	120
Payments	Emergent	YTD	Non-Emer	YTD	Total
Attorney / In Care Of	0.00	-7.25	0.00	0.00	0.00
Bluecross	0.00	-304.23	0.00	0.00	0.00
Bluecross	-3,479.84	-17,888.37	0.00	0.00	-3,479.84
Intercept	0.00	-600.00	0.00	0.00	0.00
Medicare	-17,452.66	-147,916.48	-387.28	-1,667.79	-17,839.94
Medicaid	-5,474.11	-62,856.89	0.00	-1,334.53	-5,474.11
Other / Commercial	-5,172.58	-71,738.78	0.00	-693.72	-5,172.58
Patient	-4,981.13	-46,842.03	0.00	0.00	-4,981.13
WORKMANS COMP	0.00	-1,338.25	0.00	0.00	0.00
Refunds	Emergent	YTD	Non-Emer	YTD	Total
Medicare	0.00	44.90	0.00	0.00	0.00
Other / Commercial	0.00	264.52	0.00	0.00	0.00
Patient	0.00	917.19	0.00	0.00	0.00
	0.00	1,226.61	0.00	0.00	0.00
Adjustments	Emergent	YTD	Non-Emer	YTD	
Bluecross	0.00	-1.74	0.00	0.00	0.00
Bluecross	-4,445.45	-28,469.80	0.00	0.00	-4,445.45
Intercept	0.00	200.00	0.00	0.00	0.00
Medicare	-28,625.99	-259,099.46	-634.52	-3,435.32	-29,260.51
Medicaid	-5,641.73	-90,949.48	0.00	-3,497.07	-5,641.73
Other / Commercial	784.16	-7,908.68	0.00	-426.13	-784.16
Patient	0.00	-6,165.70	0.00	-944.00	0.00
WORKMANS COMP	0.00	-43.75	0.00	0.00	0.00
	-39,497.33	-390,838.61	-634.52	-8,302.52	-40,131.85

Collections Write Off

Accounts Receivable Change

AR Ending Balance:

\$150.892.14

00'0

YTD	91,092.02	Total
-----	-----------	-------

22,228.95

LISBON EMERGENCY INC
AR Monthly Summary

Company Code	LISBON EMERGENCY INC
Entered Date	07/01/2018
Entered Date	06/30/2019

	Beginning Balance	Gross Charges	Contractual Obligations	Net Charges	Payments Received Provider	Payments Received Client	Refunds	Net Payments	Write-Offs	Adjustments	Ending Balance
Jul-18	\$145,700.95	\$63,806.64	(\$36,892.45)	\$27,107.40	(\$8,645.94)	(\$70,001.20)	\$0.00	(\$28,650.14)	\$0.00	\$1.09	\$145,159.21
Aug-18	\$145,159.21	\$69,671.72	(\$26,378.69)	\$43,294.51	(\$10,045.47)	(\$19,214.93)	\$175.36	(\$29,889.40)	\$0.00	\$47.35	\$158,511.58
Sep-18	\$158,511.58	\$52,153.82	(\$23,153.84)	\$22,969.96	(\$5,473.27)	(\$17,120.97)	\$367.79	(\$23,227.05)	\$0.00	\$6.40	\$158,360.89
Oct-18	\$158,360.89	\$109,970.86	(\$24,059.15)	\$85,901.65	(\$14,114.30)	(\$22,095.87)	\$344.97	(\$36,838.27)	(\$31,965.11)	\$322.65	\$155,780.81
Nov-18	\$155,780.81	\$67,179.46	(\$40,183.98)	\$26,995.74	(\$13,692.04)	(\$20,855.91)	\$69.57	(\$34,251.43)	\$0.00	\$747.05	\$149,272.17
Dec-18	\$149,272.17	\$34,178.00	(\$19,917.95)	\$13,260.14	(\$6,870.45)	(\$13,073.59)	\$0.00	(\$19,944.01)	\$0.00	\$0.00	\$142,588.30
Jan-19	\$142,588.30	\$104,790.28	(\$21,365.10)	\$83,429.10	(\$5,950.90)	(\$11,569.07)	\$0.00	(\$17,619.97)	\$0.00	\$348.40	\$208,745.83
Feb-19	\$208,745.83	\$53,555.86	(\$35,505.37)	\$28,000.43	(\$8,593.98)	(\$17,212.77)	\$0.00	(\$25,806.23)	\$0.00	\$0.00	\$209,940.03
Mar-19	\$209,940.03	\$41,129.08	(\$30,893.11)	\$10,465.89	(\$8,608.24)	(\$15,395.45)	\$0.00	(\$25,003.69)	(\$59,125.91)	\$0.00	\$136,775.32
Apr-19	\$136,775.32	\$69,913.29	(\$35,991.56)	\$32,221.64	(\$7,025.03)	(\$26,228.58)	\$0.00	(\$33,253.71)	\$0.00	\$1,122.26	\$137,056.51
May-19	\$137,056.51	\$71,669.20	(\$40,443.89)	\$31,225.31	(\$10,317.46)	(\$23,501.73)	\$220.00	(\$39,629.21)	\$0.00	\$0.00	\$128,653.19
Jun-19	\$128,653.19	\$94,308.43	(\$39,009.59)	\$80,298.81	(\$9,370.16)	(\$27,517.44)	\$0.00	(\$36,947.60)	\$0.00	(\$1,122.26)	\$150,832.14
		\$588,435.74	(\$470,574.47)	\$445,870.58	(\$118,504.24)	(\$736,783.08)	\$1,220.61	(\$352,060.71)	(\$31,092.02)	\$1,473.34	

Bryan Bachelder

January 9, 2019

P.O. Box 271

Readfield, Maine 04355

207 458 9388 —bbach0167@aol.com

Subject: Local Sealer

To whom it may concern,

I am a retired Maine State Trooper with a history of Weights and Measures. I would like to be the Local Sealer for your town/city. I have enclosed my qualifications from the National Conference on Weights and measures. This appointment/election to the position of Local Sealer is mandated by the state (see LD enclosure) and is of no cost to you. Consideration for this position is greatly appreciated.

Sincerely

A handwritten signature in black ink, appearing to read 'Bryan Bachelder', with a stylized, cursive script.

Bryan Bachelder

Retired Maine State Trooper

Local Sealer

Enclosures:3

Maine Revised Statutes

Title 10: COMMERCE AND TRADE

Part 6: WEIGHTS AND MEASURES

Chapter 501: WEIGHTS AND MEASURES LAW

Subchapter 4-A: LOCAL SEALERS

§2461. Election by municipal officers

The municipal officers of a municipality may elect or appoint a sealer of weights and measures, and a deputy sealer if necessary, not necessarily a resident of that municipality, and the sealer and deputy sealer hold office during their efficiency and the faithful performance of their duties. The state sealer has final approval authority over a sealer or deputy sealer elected or appointed pursuant to this section. Prior to approval or assuming any duties, a sealer or deputy sealer elected or appointed pursuant to this section must successfully complete certification by the National Conference on Weights and Measures as a weights and measures professional in the National Conference on Weights and Measures professional certification program for the device types the sealer or deputy sealer wishes to seal. On complaint being made to the municipal officers of the inefficiency or neglect of duty of a sealer or deputy sealer, the municipal officers shall set a date for and give notice of a hearing to the complainant, the relevant sealer and the state sealer. If evidence satisfies the municipal officers that the sealer or deputy sealer has been inefficient or has neglected the sealer's or deputy sealer's duty, they may remove the sealer or deputy sealer from office and elect or appoint another in the sealer's or deputy sealer's stead. The state sealer has jurisdiction over a sealer or deputy sealer elected or appointed pursuant to this section, and any vacancy caused by death or resignation must be filled by election or appointment by the municipal officers within 30 days. Within 10 days after each such election or appointment, the clerk of each municipality shall communicate the name of the person so elected or appointed to the state sealer. A sealer of weights and measures in any municipality may be sealer for several municipalities, if such is the pleasure of the municipal officers of those municipalities, as long as this action receives the approval of the state sealer. The state sealer or the state sealer's designee shall test and certify annually municipal weights and measures equipment used by a sealer or deputy sealer elected or appointed pursuant to this section. [2017, c. 172, §1 (NEW).]

SECTION HISTORY

2017, c. 172, §1 (NEW).

**The Revisor's Office cannot provide legal advice or interpretation of Maine law to the public.
If you need legal advice, please consult a qualified attorney.**

**Office of the Revisor of Statutes (mailto:webmaster_ros@legislature.maine.gov) • 7 State House Station •
State House Room 108 • Augusta, Maine 04333-0007**

Page composed on 11/03/2017 01:23:14.

National Conference on Weights and Measures Professional Certification Program



Bryan Bachelder

HAS SUCCESSFULLY PASSED THE NATIONAL CERTIFICATION PROGRAM EXAMINATION
IN THE CATEGORY OF

Small Capacity Weighing Systems Class III

THIS PROFESSIONAL CERTIFICATION STANDARD PROVIDES ASSURANCE THAT
AN INDIVIDUAL HAS A WORKING KNOWLEDGE OF APPLICABLE PORTIONS OF THE CURRENT STANDARDS ADOPTED BY THE
NATIONAL CONFERENCE ON WEIGHTS AND MEASURES AND OTHER RELEVANT NIST STANDARDS

Brett Gurney
BRETT GURNEY, CHAIRMAN
NATIONAL CONFERENCE ON WEIGHTS AND MEASURES

August 26, 2018

DATE OF CERTIFICATION

Don Onwiler

DON ONWILER, EXECUTIVE DIRECTOR
NATIONAL CONFERENCE ON WEIGHTS AND MEASURES

This certification will expire five years from the date of certification.

National Conference on Weights and Measures Professional Certification Program



Bryan Bachelder

HAS SUCCESSFULLY PASSED THE NATIONAL CERTIFICATION PROGRAM EXAMINATION
IN THE CATEGORY OF

Retail Motor Fuel Dispensing Systems

THIS PROFESSIONAL CERTIFICATION STANDARD PROVIDES ASSURANCE THAT
AN INDIVIDUAL HAS A WORKING KNOWLEDGE OF APPLICABLE PORTIONS OF THE CURRENT STANDARDS ADOPTED BY THE
NATIONAL CONFERENCE ON WEIGHTS AND MEASURES AND OTHER RELEVANT NIST STANDARDS

Brett Gurney
BRETT GURNEY, CHAIRMAN
NATIONAL CONFERENCE ON WEIGHTS AND MEASURES

August 22, 2018

DATE OF CERTIFICATION

Don Onwilen

DON ONWILEN, EXECUTIVE DIRECTOR
NATIONAL CONFERENCE ON WEIGHTS AND MEASURES

This certification will expire five years from the date of certification.