



AGENDA
COUNCIL MEETING
OCTOBER 15, 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

A. Amendments to Chapter 14 GA Maximums & Appendixes

5. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS

6. CONSENT AGENDA

2019- 200 ORDER – A. Municipal Accounts Payable & Payroll Warrants -

#102019	\$ 49,359.95	#1032019	\$ 120,993.87
# 10102019	\$ 99,515.39	#191010	\$ 189,151.64
#1910W1	\$ 19,649.28	#11052019	\$ 197,540.88

B. School Accounts Payable & Payroll Warrants -

#1016	\$ 371,175.04	#10	\$ 2,819.81
#1017	\$ 12,594.86	#2006	\$ 93,500.83

C. Minutes of October 1, 2019

7. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

2019-201 ORDER – Fire Truck Capital Reserve Account

2019-202 ORDER – Town Buildings Repair-Change Order

2019-203 ORDINANCE – Amendments to Chapter 14 General Assistance Maximums & Appendixes - *Second Reading*

2019-204 ORDINANCE – Chapter 2, Article V, Division 2 Finance Committee Sec 5-505 to 5-509 – *First Reading*

2020-205 ORDINANCE – Chapter 46, Article V, Section 46-133 & 134 Access Management – *First Reading*

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. Department Heads Written Reports

D. Moxie Report

9. APPOINTMENTS

2019-206 ORDER – Planning Board Appointment–Shaun Carr Assoc to Regular Member - Term to 2021

2019-207 ORDER – Planning Board Appointment – Fill Vacated Assoc Position – Term to 2021

10. COUNCIL COMMUNICATIONS

11. AUDIENCE PARTICIPATION & RESPONSE NEW ITEMS

12. EXECUTIVE SESSION

2019-208 ORDER – Per 1 MRSA Section 405 6(a) Personnel Matters

13. ADJOURNMENT

2019-209 ORDER – To Adjourn

SUMMARY OF LISBON COUNCIL MEETING RULES

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

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

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



Town of Lisbon

Diane Barnes
Town Manager

Town Council

Norm Albert, Chairman
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: October 15, 2019

Agenda Item 2019-201 Fire Truck Capital Reserve Account

The Fire Truck Capital Reserve account was originally setup in 1997-1998 during the annual Town meeting. Since the warrant article did not have specific language on how funds are transferred or used for this reserve account, it has been recommend by our auditor to have Council vote on how the reserve is funded and funds are expended. The recommendation below describes current practice for this account.

Recommendation

Authorize the Town manager to set up a reserve account known as Fire Truck Capital Reserve Fund for the acquisition and refurbishment of Fire Apparatus, including repairs that need to be done on an unexpected basis and to transfer the unexpended balance as of fiscal year end in line item Capital Projects in the Fire Department Budget.

Agenda Item 2019-202 Town Buildings Repair - Change Orders

Change Order No. 1 in the amount of \$1,530.30 is for additional roof sheathing for the Salt/Sand Shed. Change Order No. 2 in the amount of \$4,536.45 materials and \$10,697.50 in labor for siding and wall sheathing to replace rotting wood on the Town Office building. This also includes additional flashing on windows and doors. The additional funds will come from the Town Buildings reserve account.

Recommendation

Authorize the change orders in the amount of \$ 16,763.95 from the Town Buildings reserve account to Restorations Home Remodeling LLC.



TOWN OF LISBON
300 Lisbon Street, Lisbon, ME 04250

Twila D. Lycette, Town Clerk
Michelle Foss, Assistant

PUBLIC HEARING

Ordinance Amendments

Notice is hereby given that the Lisbon Town Council intends to hold a public hearing on October 15, 2019 at 7:00 PM in the Town Office Public Meeting Room to hear comments on amendments to Chapter 14 General Assistance Ordinance & Appendices. The public is invited to attend.

Copies of these amendments may be viewed or obtained at the Town Clerk's Office, 300 Lisbon Street, Lisbon or online at www.lisbonme.org.

The public is invited to attend.

Twila Lycette, Town Clerk

2020-20001379

Town of Lisbon Public Hearing

Ordinance Amendments

Notice is hereby given that the Lisbon Town Council intends to hold a public hearing on October 15, 2019 at 7:00 PM in the Town Office Public Meeting Room to hear comments on Chapter 14 General Assistance Ordinance & Appendices Amendments. The public is invited to attend.

Copies of these amendments may be viewed or obtained at the Town Clerk's Office, 300 Lisbon Street, Lisbon or online at **www.lisbonme.org**.

Twila Lycette, Lisbon Town Clerk

Re:
2020
20001379



TOWN COUNCIL MEETING MINUTES OCTOBER 1, 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, Kolbe, Brunelle, Lunt, and Larochelle. Also present were Diane Barnes, Town Manager; Randy Cyr, Public Works Director; Scott Hall, Planning Board Member/LDC Chairman; and Miriam Morgan-Alexander in the audience.

GOOD NEWS & RECOGNITION

Councilor Larochelle reported last weekend the town held an employee appreciation BBQ at Beaver Park that was well attended. He said thank you to those who came out, and to those who didn't he hoped that they might get a chance to attend next year. It was beautiful weather. Mrs. Barnes said everyone had a great time. Councilor Larochelle said some participants went home with gifts that they had won.

Councilor Ward said he attended Spectrum and Rebuild Maine's event Saturday afternoon. It was nice to see local participants working on Mr. Houle's home remodeling project, fixing the roof and other upgrades very much needed. That was awesome.

PUBLIC HEARINGS - NONE

AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS - NONE

CONSENT AGENDA

VOTE (2019-193) Councilor Larochelle, seconded by Councilor Kolbe moved to approve the following:

A. Municipal Accounts Payable & Payroll Warrants -

#9182019	\$ 5,743.25	#9252019	\$ 8,613.18
#190926	\$ 182,795.57	#1909W2	\$ 17,806.68
#10012019	\$ 967,780.18		

B. School Accounts Payable & Payroll Warrants -

#1014	\$ 355,524.12	#1015	\$ 12,520.39
#9	\$ 902.01	#2005	\$198,238.16

- C. Workshop Minutes for September 17, 2019
- D. Seniors Plus Memorandum of Understanding for October 1, 2019 through September 30, 2020
- E. Authorization to accept Prepayments on FY 2021 Tax Commitment

Order passed - Vote 6-0.

COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES

PLOW TRUCK BID AWARD FOR NEW PLOW BLADES

INTRODUCTION: The Public Works Department sent out requests for Bids for new plow blades based on required specifications noted in the bid packet. Bid packets were emailed on September 20, 2019, to all of the companies wanting to submit. The cut off time for submission of all sealed bids to the town was September 25, 2019 at 10:00 am. The Town sent requests for bids to Jordan Equipment, Milton CAT, Wallingford Equipment, and Hammond Tractor. In order, the bids received and opened were as follows:

1. Jordan Equipment - \$20,336.07
2. HP Fairfield - Did not submit a Bid
3. Viking Cives - Did not submit a Bid
4. Allied Equipment Sales - Did not submit a Bid

Mr. Cyr recommended awarding the bid to Jordan Equipment because they were the only bidder and because the specs within their bid packet meet our specification needs. Total amount requested for this Bid is \$20,336.07

COUNCILOR COMMENTS: Councilor Ward said he would like to see a two-week timeframe for bids to turn around, not five days. Mrs. Barnes said most were two-weeks, but this one was shorter because the agenda needed to be posted. Mr. Cyr said his crew was in the middle of their painting project and trying to get the trucks ready to go so the shorter timeframe was necessary to continue with their project. He reported one vendor indicated he did not have the parts and another indicated he was okay with the shorter timeframe, however they did not respond. He mentioned the blades they use were 3-4 feet long so they could be installed by one person.

Councilor Ward asked if the town might benefit from AVCOG's annual plow blade purchase. Mr. Cyr said he did not know they did group purchases for plow blades and that he would check into that next time.

VOTE (2019-194) Councilor Larochelle, seconded by Councilor Ward moved to award the Public Works Plow Truck Plow Blades bid to Jordan Equipment in the amount of \$20,336.07. **Order passed - Vote 6-0.**

ADOPT AMENDMENTS TO CHAPTER 14 GENERAL ASSISTANCE MAXIMUMS & APPENDICES AS PRESENTED

First Reading

INTRODUCTION: The municipal officer yearly adopts amendments to the local General Assistance Ordinance and Appendices after notice and public hearing. A copy of those changes will be sent after the second reading to DHHS with the adoption sheet as proof that the town has adopted the current GA maximums.

VOTE (2019-195) Councilor Larochelle, seconded by Councilor Kolbe moved to adopt the following General Assistance Amendments to Chapter 14 Appendix A Overall Maximums, Appendix B Food Maximums, Appendix C for Housing, no changes to Appendix D through G, and amendments to Appendix H Funeral Maximums as follows:

Appendix A- Overall Maximums

Replace with New Maximums - Persons in Household	1	2	3	4	5	
Androscoggin County	<u>2019-2020</u>	<u>725</u>	<u>783</u>	<u>1007</u>	<u>1265</u>	<u>1606</u>

Appendix B-Food Maximums

Replace with New Maximums – Persons in Household	1	2	3	4	5	
Androscoggin County	<u>2019/2020</u>	<u>194</u>	<u>355</u>	<u>509</u>	<u>646</u>	<u>768</u>

Appendix C - Housing

Appendix C is a listing of the maximum levels of assistance for housing (both heated and unheated). These maximum levels were developed by MMA using 2009-2010 HUD Fair Market Rent values that include utility costs. Because the FMR numbers include utility and heating costs, the applicable average utility and heating allowances, as developed by the Maine State Housing Authority (MSHA), are subtracted from the FMR to obtain a pure "housing" cost.

<u>2018/2019</u>			<u>2019/2020</u>		
# Bedrooms	Unheated	Heated	# Bedrooms	Unheated	Heated
1	540	664	1	<u>591</u>	<u>719</u>
2	711	847	2	<u>763</u>	<u>929</u>
3	907	1094	3	<u>965</u>	<u>1174</u>
4	1122	1349	4	<u>1240</u>	<u>1497</u>

Appendix D – Utilities (There was NO CHANGE in the Utilities)

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.70	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$20.08	\$86.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

Appendix E - Fuel (There was NO CHANGE in Fuel)

There was no change in fuel. We use what the applicate uses per month or the cap of what is allowed for that month at the current price for fuel.

Month	Gallons	Month	Gallons
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

Appendix F - Personal and Household Supplies (There was NO CHANGE in Personal and Household Supplies)

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

Appendix G – Mileage Rate (There was NO CHANGE in Mileage Rate)

This municipality adopts the State of Maine travel expense reimbursement rate as set by the Office of the State Controller. The current rate for approved employment and necessary medical travel etc. is \$.44 cents (44 cents) per mile.

Appendix H – Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of a burial increased to \$1,475. The previous amount was \$1,125. Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- The wholesale cost of a cement liner if the cemetery by-laws require one;
- The opening and closing of the grave site; and
- A lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- Removal of the body from a local residence or institution
- A secured death certificate or obituary
- Embalming
- A minimum casket
- A reasonable cost for necessary transportation
- Other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Cremation Maximums

The maximum amount of assistance granted for a cremation increased to \$1,025 from the prior maximum of \$785. Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- A cremation lot in the least expensive section of the cemetery
- A reasonable cost for a burial urn not to exceed \$50
- Transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

Roll Call Vote: Yeas – Albert, Lunt, Larochelle, Ward, Kolbe, and Brunelle. Nays - None. Order passed – Vote 6-0.

CHAPTER 2, ARTICLE V, DIVISION 2 FINANCE COMMITTEE SECTIONS 2-505 TO 2-509

Introduction

INTRODUCTION: Mrs. Barnes introduced the second draft for the Finance Committee as follows:

CHAPTER 2 – ADMINISTRATION ...

ARTICLE V. – BOARDS AND COMMISSIONS ...

Division 2. – Finance Committee

Section 2-505 Purpose. The purpose of this policy is to establish the composition and responsibilities of the Town's Finance Committee.

Section 2-506 Members. The Finance Committee shall be an adhoc committee of the Town Council. The Committee shall be comprised of five residents appointed by the Town Council. There shall be one School Committee Liaison, and one Town Council Liaison with no voting privileges. The Lisbon Finance Director and School Business Manager shall attend all meetings. The Town Manager and School Superintendent shall attend when necessary. Members shall be appointed annually in June prior to July 1st. Members shall serve three year staggered terms, concurrent with the July 1st to June 30th fiscal year. At its first meeting, the Committee shall select its chair and vice chair. Members must attend ½ of the meetings per year to remain in good standing.

Section 2-507 Meetings. The Committee shall meet at least once per month. The meeting dates shall be established by a majority of the committee at the Committee's first meeting. The Committee chair shall call additional meetings as the chair deems necessary. The Committee shall give public notice of its meetings in accordance with Maine's Freedom of Access Act (FOAA) and rules established by the Town Council. A majority of the members appointed to the Committee shall constitute a quorum. A majority of concurring votes shall be necessary to constitute an action on any matter. The Finance Committee may adopt rules of procedure, consistent with this policy, to enable it to perform its functions.

The Committee shall have the following duties:

- A. Review and make recommendations to the Town Council on the municipal and school annual operating budgets;
- B. Review and make recommendations on annual capital expenditure as presented by the Town Manager and Finance Director;
- C. Review and make recommendations on supplemental appropriations and expenditures and other budgetary action whenever proposed by the Town Manager;
- D. Encourage and participate in long-range financial planning;
- E. Review as requested by the Town Manager, requests for proposals for the purchase of municipal and school goods or services;
- F. In consultation with the Town's administration, review and make recommendations on policies and/or procedures relating to the financial affairs of the Town;
- G. Review and make recommendations on the Town's investments;
- H. Review annual audit findings as proposed by Auditor;
- I. Review monthly budget to actual statements as prepared by the Finance Department;
- J. Participate and make recommendations on the Capital Improvement Plan;
- K. Make recommendations on Referendum Question for a ballot and
- L. Make such other recommendations on fiscal matters and/or projects as it may from time to time be deem advisable.

Section 2-508 Conflict of Interest. Members of the Finance Committee shall adhere to the conflict of interest policy established by the Town Council.

Section 2-509 Administration. The Finance Director shall be responsible to provide for the administration of the affairs of the Finance Committee, including preparing agendas and minutes, handling correspondence, and maintaining all official records. The Finance Director shall file adopted minutes in the Town Clerk's office.

VOTE (2019-196) Councilor Larochelle, seconded by Councilor Albert moved to adopt Chapter Article V, Division 2 Finance Committee Sections 2-505 TO 2-509 as presented above.

COUNCILOR COMMENTS: Councilor Ward suggested the following amendments:

- Add “presented” to the end of A. Review and make recommendations to the Town Council on the municipal and school annual operating budgets presented;
- Add “and Superintendent” after Town Manager in E. Review as requested by the Town Manager and Superintendent, requests for proposals for the purchase of municipal and school goods or services;
- Delete G: ~~G. Review and make recommendations on the Town’s investments;~~
- Delete “proposed” and add “presented” in H. Review annual audit findings as ~~proposed~~ presented by Auditor;
- And lastly, add “by the Town Manager or School Committee” to the end of L. Make such other recommendations on fiscal matters and/or projects as it may from time to time be deem advisable by the Town Council or School Committee.

The Council discussed each amendment. The Council concluded the Town Manager should give the Finance Committee and Town Council the annual operating budgets at the same time, the Finance Committee would be encouraged to attend the Council Budget Workshops, and report findings to the Town Council prior to the Council holding its budget public hearing. Councilor Larochelle pointed out that a lot of items would generally be discussed during the year.

Mrs. Barnes reported Dr. Green reviewed the draft and said he was okay with Monday nights since the School Committee meets then anyway, and that he only had an issue with the request for proposal wording.

Councilor Larochelle said this is a good start and that the Council could make further adjustments as this goes along. Councilor Ward suggested revisions be made for the next Council meeting for a first reading.

ACTION ON VOTE (2019-196) Councilor Albert withdrew his second and Councilor Larochelle withdrew his motion so the item could be revised and placed on the next agenda.

OTHER BUSINESS

A. COUNCIL COMMITTEE REPORTS

1. School: Councilor Albert reported he had no new news.
2. Planning: Councilor Ward said the Planning Board discussed a home daycare for Roy and an expansion for 16 new lots for Grimmels Mobile Home Park.
3. LDC: Councilor Larochelle said Scott Hall is presently the Chairman of the LDC Committee and they have a question to ask the Council.

Mr. Hall said it was with a heavy heart that he reports the passing of one of their planning board members, Karin Paradis.

Mr. Hall said LDC would like to design a plan for the 4 acre parcel of land at the Worumbo site that’s developable. They offered to assist with designing what might be the best use suited for a multi-use type of green space and parking area on about 1 to 1 ½ acres of it; maybe a parking lot, farmer’s market, etc. They want to include the design, any mitigation plan, timetables and/or milestones for accomplishing this, including private donations and the use of any grant funding. He said it would be nice to obtain Eagle Creek’s support when done since they are neighbors. He said the plan should dovetail nicely in with the Newly Adopted Comprehensive Plan and Route 196 Corridor Plan. Councilor Larochelle said this would be similar to what LDC did with Grazi Square.

Councilor Ward indicated he didn’t mind addressing immediate and long term needs as long as it was with the understanding that should someone with big pockets want to develop another plan this could change. He said he was not completely opposed to green space, but now that the site is clean there are more options. He said it would be nice to get a better understanding of what is possible. It may still have limited development options, but no one knows where that lands at this point.

Councilor Larochelle said he would hate to see a structure where the old white building was now that there is an open vista to the river. What is open is what there is to work with so a parking lot with green space around it would be nice so long as the Council is careful about what funding it uses so it does not restrict resale. Right now, we do not know what is in resource protection, what the setbacks are, or how we can use this available space, but this would be good to know.

Councilor Albert asked what it would take to clean up the whole lot. Councilor Larochelle said estimates from contractors would not be unreasonable to weigh in against the cost of installing a fence. Councilor Albert asked if the town wanted to spend the money to obtain the certificate for a clean site; all that is required is that fence.

Councilor Larochelle suggested it would be good for LDC to look into that and to come up with a plan. Mrs. Barnes said there is \$70,000 left in Brownfield funds that can be used towards the VRAP, eliminating monitoring wells, and installing temporary fencing. Councilor Albert recommended starting there while the Council obtains the numbers for the whole enchilada. Councilor Albert requested the Town Manager obtain estimates for debris removal for the Council to review.

VOTE (2019-197A) Councilor Ward, seconded by Councilor Larochelle moved to authorize the Town of Lisbon to go out to bid for temporary fencing at the Worumbo Mill site. **Order passed - Vote 6-0.**

4. Conservation Commission: Councilor Ward mentioned composting was going on now and looks encouraging. He said they hope to make it work long term.
5. Recreation: Councilor Kolbe said she had nothing to report.
6. County Budget: Councilor Ward said they cut the county budget \$5,000 so far and that they are reviewing the Sherriff and Jail's budgets tomorrow night.
7. Library: Councilor Lunt said he had nothing to report.

B. TOWN MANAGER'S REPORT

Mrs. Barnes reported she had \$6,100 left in the Revitalization Grant funds to spend by December 1. She said they would like to use that to removed trees on Booker Street making way for a parking lot. The town needs to formally go through the bidding process. Councilor Larochelle said this would be money well spent. There were no objections noted.

Mrs. Barnes mentioned the Council's November 5 meeting takes place on Election Day. The Council unanimously agreed to meeting once in November on the 12th at 7PM.

APPOINTMENTS

APPOINT CIVIL CONSTABLE

VOTE (2019-197B) Councilor Larochelle, seconded by Councilor Lunt moved to appoint Steve Chouinard with Ace Security a Civil Constable in the Town of Lisbon. **Order passed - Vote 6-0.**

APPOINT WARDEN FOR NOVEMBER 5, 2019 ELECTION

VOTE (2019-198) Councilor Larochelle, seconded by Councilor Brunelle moved to appoint Rick Roberts the Warden for the Annual Municipal & Bond Referendum Election on November 5, 2019. **Order passed - Vote 6-0.**

COUNCILOR COMMUNICATIONS

Councilor Albert said it was very sad to hear that the Planning Board lost a member, Karin Paradis. She provided such a great service to the Town of Lisbon in many different ways. We offer our deepest sympathy to her family

and thank them for supporting her time away with us as she worked tirelessly on many Planning Board agenda items, projects, and on various other boards and committees over the years.

Councilor Ward said he would like to see the Moxie Festival Committee's Year End Report now that it is over.

AUDIENCE PARTICIPATION & RESPONSE FOR NEW ITEMS - NONE
EXECUTIVE SESSION – NONE

ADJOURNMENT

VOTE (2019-199) Councilor Kolbe, seconded by Councilor Larochelle moved to adjourn at 8:14 PM. **Order passed - Vote 6-0.**

Twila D. Lycette, Council Secretary
Town Clerk, Lifetime CCM/MMC
Date Approved: October 15, 2019

EXHIBIT C
CHANGE ORDER FORM

This Change Order modifies the existing Contract between the Contractor and the Homeowner, and becomes effective when signed by both Parties. For good and valuable consideration, the sufficiency of which is mutually acknowledged, the Parties modify their Contract as follows.

Contract Number: _____

Change Order Number: 1

1. Parties to this Change Order

a. Contractor:

Restorations Home Remodeling LLC
25 Frost Hill Avenue
Lisbon Falls, Maine 04252

Tylobelt member

b. Homeowner(s):

[Names] Town of Lisbon
[Street]
[City], ME [Zip]
[Phone]

2. Location: SAH shed
3. Date of Original Contract: 6/26/19
4. Changes in the Work: installed an additional 17 sheets of
roof sheathing. Totalling 37 sheets.

5. Price Change:

Original Contract Price \$ 81,536.⁰⁰

Estimated Cost from this Change Order \$ 1530.⁰⁰

Estimated Labor from this Change Order \$ —

Revised Contract Price \$ 83,066

6. Acceptance of Change Order

The Parties hereby amend the Contract as described above. Except as expressly modified by this Change

EXHIBIT C
CHANGE ORDER FORM

This Change Order modifies the existing Contract between the Contractor and the Homeowner, and becomes effective when signed by both Parties. For good and valuable consideration, the sufficiency of which is mutually acknowledged, the Parties modify their Contract as follows.

Contract Number: _____

Change Order Number: 2

1. Parties to this Change Order

a. Contractor:

Restorations Home Remodeling LLC
25 Frost Hill Avenue
Lisbon Falls, Maine 04252

Tylabotto member

b. Homeowner(s):

[Names] Town of Lisbon
[Street]
[City], ME [Zip]
[Phone]

2. Location: Town office Rot repair
3. Date of Original Contract: 6/26/19
4. Changes in the Work: Time and material charge for siding and wall sheathing rot repair and adding flashing on windows and doors as needed.

5. Price Change:

Original Contract Price \$ 83,066 includes c/o #1

Estimated Cost from this Change Order \$ 4,536.45 materials

Estimated Labor from this Change Order \$ 10,697.50 194 1/2 hours labor on rot + siding repairs

Revised Contract Price \$ 98,299.95

6. Acceptance of Change Order

The Parties hereby amend the Contract as described above. Except as expressly modified by this Change

GENERAL ASSISTANCE ORDINANCE

APPENDICES A-D & APPENDIX H

2019-2020

The Municipality of _____ adopts the MMA Model Ordinance GA Appendices (A-D) for the period of Oct. 1, 2019—September 30, 2020. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ (day) of _____ (month) _____ (year)
by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

MEMORANDUM

TO: Diane Barnes
Town Manager

FROM: Judy Hardy-Goddard
General Assistance Administrator

DATE: September 19, 2019

SUBJECT: Adoption of General Assistance Maximums

The Adoption Process

The municipal officers (i.e., selectpersons/council) adopt the local General Assistance Ordinance and yearly Appendices, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices after notice and hearing. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

Filing of GA Ordinance and/or Appendices

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums. This signed form may be scanned and emailed to generalassistance.DHHS@maine.gov; faxed to Robin Reed at 287-3455; or sent by US mail to: DHHS/General Assistance, 19 Union Street, 11 State House Station, Augusta, ME 04333.

Appendix A- Overall Maximums

Persons in Household

2018/2019	1	2	3	4	5
Androscoggin County	669	736	932	1193	1460

New Maximums

Persons in Household

2019/2020	1	2	3	4	5
Androscoggin County	725	783	1007	1265	1606

Appendix B-Food Maximums

Persons in Household

2018/2019	1	2	3	4	5
Androscoggin County	192	352	504	640	760

2019/2020	1	2	3	4	5
Androscoggin County	194	355	509	646	768

Appendix C - Housing

Appendix C is a listing of the maximum levels of assistance for housing (both heated and unheated). These maximum levels were developed by MMA using 2009-2010 HUD Fair Market Rent values that include utility costs. Because the FMR numbers include utility and heating costs, the applicable average utility and heating allowances, as developed by the Maine State Housing Authority (MSHA), are subtracted from the FMR to obtain a pure "housing" cost.

2018/2019			2019/2020		
# Bedrooms	unheated	heated	# Bedrooms	unheated	heated
1	540	664	1	591	719
2	711	847	2	763	929
3	907	1094	3	965	1174
4	1122	1349	4	1240	1497

Appendix D – Utilities There was **NO CHANGE** in the Utilities

1) Electricity Maximums for Households *Without Electric Hot Water*: The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.70	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households *With Electrically Heated Hot Water*: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.08	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

Appendix E – Fuel There was **NO CHANGE** in fuel

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

Appendix F – Personal and Household Supplies There was **NO CHANGE** in Personal and Household Supplies

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

Appendix G Mileage Rate (NO CHANGE)

This municipality adopts the State of Maine travel expense reimbursement rate as set by the Office of the State Controller. The current rate for approved employment and necessary medical travel etc. is 44 cents (44¢) per mile.

Appendix H Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of a burial increased to **\$1,475**. The previous amount was **\$1,125**. Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- the wholesale cost of a cement liner if the cemetery by-laws require one;
- the opening and closing of the grave site; and
- a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- removal of the body from a local residence or institution
- a secured death certificate or obituary
- embalming
- a minimum casket
- a reasonable cost for necessary transportation
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Cremation Maximums

The maximum amount of assistance granted for a cremation increased to **\$1,025** from the prior maximum of **\$785**. Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- a cremation lot in the least expensive section of the cemetery
- a reasonable cost for a burial urn not to exceed \$50
- transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

Town of Lisbon
Finance Committee

CHAPTER 2 – ADMINISTRATION

...

ARTICLE V. – BOARDS AND COMMISSIONS

...

Division 2. – Finance Committee

Section 2-505 *Purpose*. The purpose of this policy is to establish the composition and responsibilities of the Town's Finance Committee.

Section 2-506 *Members*. The Finance Committee shall be an adhoc committee of the Town Council. The Committee shall be comprised of five residents appointed by the Town Council. There shall be one School Committee Liaison, and one Town Council Liaison with no voting privileges. The Lisbon Finance Director and School Business Manager shall attend all meetings. The Town Manager and School Superintendent shall attend when necessary. Members shall be appointed annually in June prior to July 1st. Members shall serve three year staggered terms, concurrent with the July 1st to June 30th fiscal year. At its first meeting, the Committee shall select its chair and vice chair. Members must attend ½ of the meetings per year to remain in good standing.

Section 2-507 *Meetings*. The Committee shall meet at least once per month. The meeting dates shall be established by a majority of the committee at the Committee's first meeting. The Committee chair shall call additional meetings as the chair deems necessary. The Committee shall give public notice of its meetings in accordance with Maine's Freedom of Access Act (FOAA) and rules established by the Town Council. A majority of the members appointed to the Committee shall constitute a quorum. A majority of concurring votes shall be necessary to constitute an action on any matter. The Finance Committee may adopt rules of procedure, consistent with this policy, to enable it to perform its functions.

The Committee shall have the following duties:

- A. Review and make recommendations to the Town Council on the municipal and school annual operating budgets presented;
- B. Review and make recommendations on annual capital expenditure as presented by the Town Manager and Finance Director;
- C. Review and make recommendations on supplemental appropriations and expenditures and other budgetary action whenever proposed by the Town Manager;
- D. Encourage and participate in long-range financial planning;
- E. Review as requested by the Town Manager and School Superintendent, requests for proposals for the purchase of municipal and school goods or services;

F. In consultation with the Town's administration, review and make recommendations on policies and/or procedures relating to the financial affairs of the Town;

~~G. Review and make recommendations on the Town's investments;~~

~~H.G.~~ Review annual audit findings as ~~proposed-presented~~ by Auditor;

~~I.H.~~ Review monthly budget to actual statements as prepared by the Finance Department;

~~J.I.~~ Participate and make recommendations on the Capital Improvement Plan;

~~K.J.~~ Make recommendations on Referendum Question for a ballot and

~~L.K.~~ Make such other recommendations on fiscal matters and/or projects as it may from time to time be deemed advisable by Town Council or School Committee.

Section 2-508 *Conflict of Interest*. Members of the Finance Committee shall adhere to the conflict of interest policy established by the Town Council.

Section 2-509 *Administration*. The Finance Director shall be responsible to provide for the administration of the affairs of the Finance Committee, including preparing agendas and minutes, handling correspondence, and maintaining all official records. The Finance Director shall file adopted minutes in the Town Clerk's office.

MEMORANDUM

TO: Lisbon Town Council

THROUGH: Diane Barnes, Town Manager

CC: Dennis Douglas, CEO
Don Fellows, Planning Board Chair

From: Ben Smith, AICP, North Star Planning *BSM*

RE: Summary of Access Management Changes

Date: October 7, 2019

The Planning Board has been reviewing proposed changes to the existing Access Management standards (Chapter 46 – Streets, Sidewalks, and Other Public Ways, Sections 133, Approval Criteria and 134, Access Management). A summary of these changes are included on the next page.

Changes to this ordinance have been a Planning Board goal since at least 2018. These changes are important to consider because several projects located in the Lisbon Village and Lisbon Falls areas have required waivers from certain requirements of this ordinance. The smaller lot and number of streets in these built up areas of town make it difficult to meet requirements related to driveway separation and distances from new driveways to street intersections.

The proposed changes also make important changes to the waiver requirements within this section of the ordinance by removing the distinction between which standards can be considered for a waiver that those that can't. In its place is wording that gives an applicant the ability to request a waiver from any of the standards in the Access Management section, but puts the burden on the applicant to show how any waiver will meet the existing criteria for granting waivers. These changes build flexibility into the ordinance but also make it clear that a strong case must be made for any waiver requested.

The Planning Board held a public hearing on these changes at the meeting on September 26, 2019. There was no public comment. After a brief overview of the changes and Board discussion, the Board voted unanimously to send the proposed changes to the Town Council with a recommendation to approve.

Changes to the current draft of Section 46-134 – Access Management include:

- Differentiating “Highway Sections” and “Village Sections” of roadways included in the Access Management regulations. This differentiation allows for reduced corner clearances in the built-up areas of Lisbon Village and Lisbon Falls. There are no changes proposed that involve adding or removing road sections from the regulations, just changing what standards would apply.
- The definition of Access now includes Driveways (low volume Access Points) and Entrances (higher volume Access points, and the Technical Standards now apply to all Accesses, unless specifically called out to apply differently to Driveways or Entrances.
- The definition of Sight Distance has been updated to move the technical description of how to measure Sight Distance to Technical Standard 2.1. This housekeeping change is suggested to keep standards out of the definitions.
- A new Driveway width is proposed to be between 12 and 20 feet. Entrance widths are not proposed to change from the existing 22 to 30 feet for less than 30% larger vehicles and 30 to 42 feet for more than 30% larger vehicles.
- Corner clearance in Highway Sections will use the existing 150 feet between an Access and an intersection, while Village Sections are proposed to have a corner clearance of 50 feet.
- Lots are limited to a single two-way Access on regulated roads. The proposed changes remove the option two curb cuts for a one-way in/one-way out system.
- Off-site improvements within the right-of-way can be required by the Board, but the options to pay a fee to the Town to do that work or purchase easements for the work have been removed, making such work the responsibility of the applicant.
- The waivers section has been changed to remove distinctions between standards that can or cannot be waived by the Board. At the same time, wording has been added to make it clear that the burden is on the applicant to show that requested waivers meet the standards in the ordinance.

Chapter 46 – Streets, Sidewalks, and Other Public Spaces

Article V. Entrances Onto Public Ways

Sec. 46-133. - Approval criteria.

- (a) The director of public works shall issue a permit for the construction of an entrance onto a public way if all of the following criteria are met.
- (1) *Traffic safety.* The entrance shall be located such that adequate sight distance is maintained for entering and turning traffic, that adequate separation distance is maintained between the proposed entrance and existing entrances on either side, and that the entrance geometry is consistent with good engineering practice.
 - a. Any entrance onto Lisbon Street (State Route 196), Main Street north of Huston Street (State Route 125), Mill Street, Ridge Road (State Route 9), or Upland Road must also comply with Sec. 46-134, Access Management, as approved through the Code Enforcement Office.
 - (2) *Drainage.* The entrance shall be constructed such that the existing flow of stormwater from and along the public way is not impeded and such that the entrance does not contribute additional stormwater flow to the traveled portion of the public way. Culverts required beneath the entrance shall be sized to accommodate the expected flow from a 25-year storm, but in no case smaller than 15 inches in diameter, and shall be installed in accordance with good construction practices. Reused culverts may be permitted by the director of public works at his sole discretion.
 - (3) *Geometry.* The entrance shall be designed such that the grade within 50 feet of the public way shall not exceed ten percent nor be less than 0.5 percent. If the entrance is onto a paved surface and the entrance grade exceeds five percent, it shall be paved within the limits of the right-of-way. The entrance shall not intersect the traveled way at a horizontal angle less than 75 degrees.
 - (4) *Construction.* If the entrance is a part of a road or way intended to be accepted by the town, it shall comply in all respects with article III of this chapter and with sections 66-147—66-200 of chapter 66. All that portion of any entrance which lies within the limits of the right-of-way shall be constructed with a minimum base course of 18 inches of base gravel meeting DOT specification 703.06.
- (b) Sidewalks which must be traversed shall be restored to a condition equal to or better than the condition immediately adjacent to the entrance. If granite curbing is removed, removed stone shall remain property of the town. Tip-downs of a material identical to the adjacent curbing shall be installed on both sides of the entrance. Asphalt or concrete paving shall be saw cut, and new material shall be butted against a bonded vertical surface. Brick pavers shall be removed and reset in a continuous pattern and on a base to match the adjacent sidewalk.

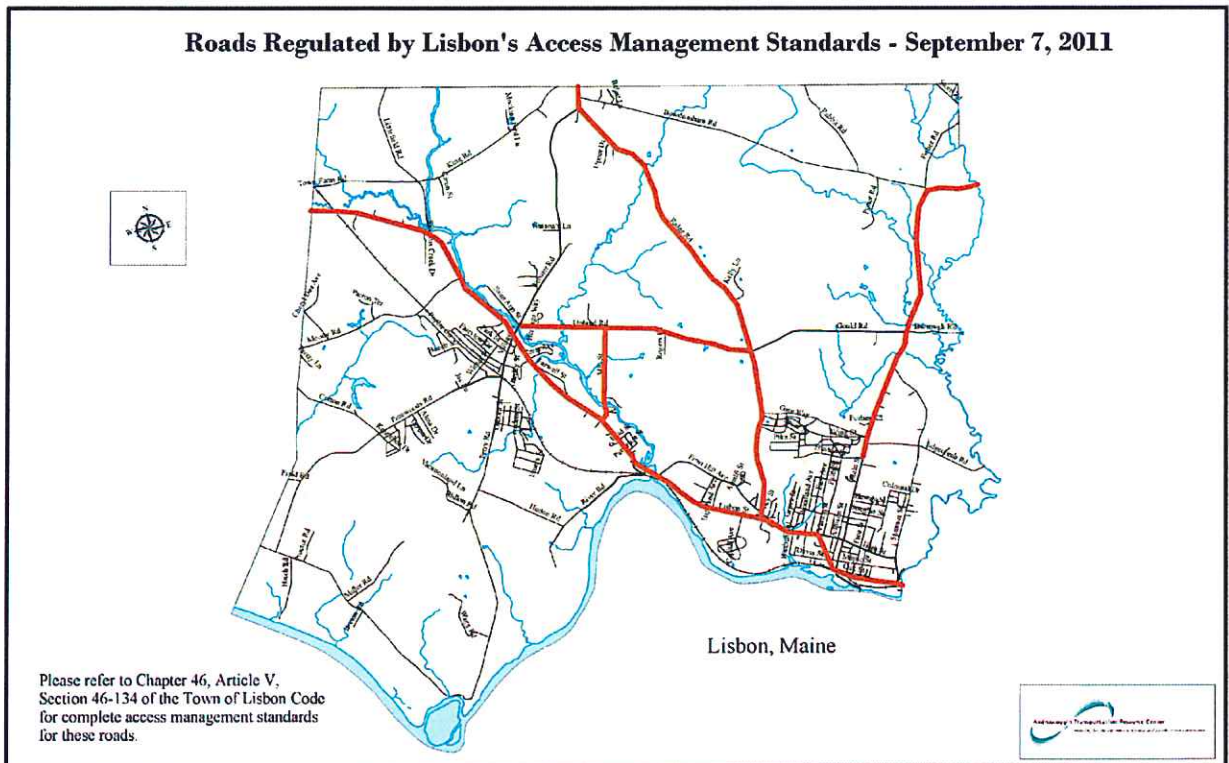
(T.M. of 5-17-1997, art. 37, § 13-403)

Sec. 46-134. - Access management.

1. General provisions.

1.1. *Applicability*. These standards apply to all new public and private accesses, the alteration of existing access, and for changes in use on lots of record as of September 6, 2011, onto the following public roads:

- Lisbon Street (State Route 196)
- Main Street, north of Huston Street (State Route 125)
- Mill Street
- Ridge Road (State Route 9)
- Upland Road



- Lisbon Street, from the Lewiston town line to Moody Road and from River Road to Blethen Street
- Main Street, north of Huston Street
- Mill Street
- Ridge Road
- Upland Road

B. Village Sections

- Lisbon Street, from Moody Road to River Road and from Blethen Street to the Topsham town line

1.2. *Purpose* . The purpose of the access management standards is to manage access onto regulated roads in a manner that protects the safety of access and road users, protects the road system from the negative impacts of drainage, preserves mobility and economic productivity related to roadway transportation, and avoids the long-term cost of constructing new roadway capacity.

1.3. *Administration* . The access management standards will be administered by the planning board, the Code Enforcement Officer and the public works director with assistance from the town engineer, as needed. Upon approval from the Code Enforcement Officer or Planning Board that the standards of this Section are met, the applicant shall qualify for a driveway entrance permit from the Town of Lisbon. The code enforcement officer is responsible for determining if a proposed development requires approval from the planning board and/or the public works director.

1.4. *Definitions* :

Access . A public or private point of entry or exit from land adjacent to a public road used by motor vehicles as defined in 29-A M.R.S.A., Chapter 1, § 101. For purposes of the standards in this section, Access shall generally refer to all Driveways, Entrances, roads, or other Access Points that provide public or private access, except where Driveway or Entrance is identified separately as having distinct standards.

Access point. The intersection of an existing or proposed access with the public right-of-way.

Alteration. A significant physical change to an access existing on or after ~~the effective date of this section~~ September 6, 2011, including significant changes to location, width, cross-section, grade, or drainage characteristics of the access. Paving a gravel access will not be considered an "alteration" unless accompanied by other such changes.

Applicant . The person applying for the permit. Normally, this will be the owner of the property but can be another party provided that person (or organization) can demonstrate that he/she has right, title or interest in the property.

Change in use. A change in land use or intensity of activity occurring on the property accessed by the ~~driveway~~ Driveway that will result in as a result of either the conversion of a building or parcel of land from a single-family or two-family dwelling to a three or more-family use, the conversion from a residential use to nonresidential use, or a change from one type of nonresidential use to any other type of nonresidential use that increases the traffic levels in and out of the property. ~~By way of example, the change from retail to office or retail to a restaurant, from farming to a nonresidential use, or from residential to industrial use. A change in ownership alone is not a change in use.~~

Corner clearance. The minimum distance, measured parallel to a highway, between the nearest curb, pavement or shoulder line of an intersecting public way and the nearest edge of a ~~driveway~~ Driveway or Entrance excluding its radii.

~~Driveway~~ Driveway. Every way or place in private ownership and used for vehicular travel by the owner and those having express or implied permission from the owner, but not by other persons. A type of vehicular access that serves one of the following land uses: residential (up to three dwelling units), home-based occupations, forest management activities, farming, low impact industrial (eg substation), generating less than 50 vehicles trips per day. Driveways may consist of surface material such as mineral soil, gravel, asphalt or other natural or man-made material constructed or created by repeated passage of on-road vehicles. See also the definition of Entrance.

~~Driveway~~ Driveway *width*. The distance across the ~~driveway~~ Driveway, excluding radii, measured parallel to the highway.

Entrance: A type of vehicular access that serves one of the following land uses: residential (serving four or more dwelling units), housing developments, commercial, industrial, retail, office, or service business including department store, strip mall convenience store, gas station, auto repair shop, restaurant, or similar use, generating more than 50 vehicle trips per day. See also the definition of Driveway.

Header . A header is a piece of curbing between two terminal ends.

Impervious surfaces. The footprint of buildings, pavement, gravel, or other low-permeability or compacted surfaces, not including natural or man-made water bodies.

Lot(s) of record. A lot or lots for which the deed was legally recorded on or before the effective date of the ordinance from which this section was derived or which was created by a plan legally recorded in the Androscoggin County Registry of Deeds on or before September 6, 2011.

Passenger car equivalent. The number of passenger cars displaced by a single heavy vehicle of a particular type under specified roadway, traffic, and control conditions.

Peak flow. The greatest rate of flow in a drainage way, measured as volume per unit of time, resulting from storms of up a to 50-year event.

Posted speed. The speed limit set and maintained by the Maine Department of Transportation, or limited by statute as defined in 29 M.R.S.A., Chapter 19, § 2024.

Private road. Every way or place in private ownership and used for vehicular travel by the owner and those having express or implied permission from the owner, but not by other persons.

Regulated road . Every road that is regulated by these access management standards, including Lisbon Street (State Route 196), Main Street north of Huston Street (State Route 125), Mill Street, Ridge Road (State Route 9), and Upland Road.

Private road. Every way or place in private ownership and used for vehicular travel by the owner and those having express or implied permission from the owner, but not by other persons.

Separator strip. A separator strip is a strip of land that separates the roadway from the throat or parking area of a drivewayDriveway.

Sight distance. ~~The sight distance required to allow a vehicle entering the roadway to reach reach 85% of the posted speed without being overtaken by a vehicle traveling at the posted speed and approaching the entering vehicle from behind. The length of roadway visible to a driver. Sight distance is measured from the perspective of a hypothetical person seated in a vehicle from three vantage points: (1) sitting in the access viewing vehicles traveling on the roadway (both left and right), (2) traveling on the roadway viewing a vehicle sitting in an access, and (3) traveling on the roadway viewing a vehicle turning into the access (both ahead and behind). In case of discrepancy between these measurements, the lesser measurement will be used to determine whether the sight distance standard is met. Sight distance is measured to and from the point on the centerline of the proposed access that is located 10 feet from the edge of the travel way. The height of the hypothetical person's view is considered to be 3½ feet above the pavement and the height of the object being viewed is considered to be 4¼ feet above the pavement.~~

Terminal end. A terminal end is the end section of a run of curb that is sloped to aid the design vehicle in turning into the drivewayDriveway or to meet Americans with Disabilities Act of 1990, 42 U.S.C. § 1213 et seq., requirements.

Throat . The throat is a portion of a drivewayAccess used to store vehicles waiting to exit from the drivewayDriveway.

2. **Technical standards**. DrivewaysAccesses must comply with the following standards:

2.1. **Sight distance**. The sight distance for drivewaysAccesses must meet or exceed the distances listed in Table 2. ~~Sight distance is measured in accordance with its definition. Sight distance in each direction is measured to and from the point on the centerline of the proposed access that is located 10 feet from the edge of the travel way. The height of the hypothetical person's~~

view is considered to be 3½ feet above the pavement and the height of the object being viewed is considered to be 4¼ feet above the pavement.

Table 2—Sight Distance	
Posted Speed (MPH)	Sight Distance (Feet)
25	250
30	305
35	380
40	580
45	710
50	840
55	990

- 2.2. *Spacing between [drivewayAccesses](#).* New [drivewayAccesses](#) must be separated from other existing or proposed [drivewayAccesses](#), including those located across the roadway and those serving the same lot, in accordance with the minimum spacing standards set forth in Table 3. [DrivewayAccess](#) spacing is measured from edge of proposed [drivewayAccess](#) to edge of [drivewayAccess](#), excluding radii. [DrivewayAccesses](#) located directly across the roadway from the proposed [drivewayAccess](#) are not counted in applying the spacing standard.

Table 3—Minimum DrivewayAccess Spacing Standards	
Posted Speed (MPH)	DrivewayAccess Separation (Feet)
25	70
35	85

40	175
45	265
50	350
55	525

- 2.3. Access~~Driveway~~ width. Driveways and Entrances must be designed in accordance with the MaineDOT Standard Details.

A. Driveway width must be between 12 and 20 feet.

B. Entrance width.

1. If 30% or less of the traffic projected to use the proposed ~~e~~Entrance will be larger vehicles, the width of a two-way Entrance ~~driveway~~ within the road right-of-way must be between 22 and 30 feet inclusive.

2. If more than 30% of the traffic projected to use the proposed Entrance will be larger vehicles, the width of a two-way Entrance within the road right-of-way must be between 30 and 42 feet inclusive. ~~Driveways must be designed in accordance with the MaineDOT Standard Details. The driveway width will be the minimum necessary to accommodate the design vehicle.~~

- 2.4. Corner clearance. The minimum corner clearance for Accesses onto the roadway must be as follows, except that the town may require increased corner clearance if the town reasonably determines that the proposed Driveway or Entrance will significantly impact public safety or cause a reduction in posted speed:

A. Highway Sections: 150 feet, except that the town may require increased corner clearance if the town reasonably determines that the proposed driveway will significantly impact public safety or cause a reduction in posted speed.

B. Village Sections: 50 ~~75~~ feet

- 2.5. Shared ~~driveways~~access. Whenever possible, property owners should seek opportunities for shared Accesses~~driveways~~.

- 2.6. Number of ~~driveway~~Accesses. Lots will be limited to one two-way Access ~~driveway or two one-way driveways on regulated roads.~~

- 2.7. One-way ~~driveway~~ requirements. If a one-way system is proposed and the predominant traffic volume is truck traffic, the driveway will be configured on the minimum angle that permits the truck to enter or leave the roadway safely and smoothly. Otherwise, all driveways must be configured perpendicular to the roadway for at least the length of the design vehicle.

A physical separation of curbing, ditching, grass or other landscaping must be used for one-way driveways and must be designed and constructed to prevent adjacent one-way driveways from becoming one entrance in practice. Both portions of a one-way driveway on a single lot must be separated from another one-way driveway by at least 12 feet. Both portions of a one-way driveway abutting a sidewalk must have a minimum separation of at least 18 feet and allow for 7-foot terminal ends and at least a 4-foot header in between.

~~A one-way entrance abutting a curbed, non-sidewalk section must have a minimum separation of at least 12 feet and allow for two 4-foot terminal ends separated by at least a 4-foot header.~~

- 2.8. *Intersection angle/radius of edge.* To the maximum extent practical, the entrance must be constructed perpendicular to the highway at the ~~a~~Access ~~p~~Point. Except where curbing exists or is proposed, the minimum radius on the edges of a ~~n~~ Access~~driveway~~ must be sufficient to allow the design vehicle to enter the ~~Access driveway~~ without encroaching into the path of existing vehicles in accordance with the MaineDOT Standard Details included in Appendix B. ~~DrivewayAccessess~~ designed for right turns only must be designed to the greatest extent possible to prohibit illegal traffic movements.
- 2.9. *Throat length.* The throat must be of sufficient length to prevent incoming vehicles from queuing back into the roadway. Access from the throat to parking or other areas is prohibited.
- 2.10. *Driveway ~~s~~Separator strips.* ~~AccessDriveway~~ separator strips must be installed between the parking area and the roadway and along the throat. The separator strip must extend away from the roadway to the greater of (1) 5 feet from the right-of-way limits, or (2) in areas where the right-of-way limits are defined by wrought portion, 7 feet from the edge of a clearly evident shoulder. The property owner must maintain any vegetation within the separator strip such that it does not interfere with the sight distance at the ~~Accessdriveway~~. In areas where sidewalks exist, curbing or wheel stops must be provided to prevent parking vehicles from interfering with pedestrian flow.
- 2.11. *Paving ~~of driveway~~.* The ~~Accessdriveway~~, including all radii, must be paved from the edge of pavement of the roadway to the road right-of-way or to the length of the design vehicle, whichever is greater.
- 2.12. *On-street parking.* Parking must meet the requirements of Town of Lisbon Code Chapter 70, Article VI, Division 3, Off-Street Parking and Loading.
- 2.13. *Turnaround area/parking.* ~~AccessesDriveways~~ will be designed such that all maneuvering and parking of any vehicles will take place outside of the road right-of-way and such that vehicles may exit the premises without backing onto the roadway or roadway shoulder. All ~~drivewayAccesses~~ must have a turnaround area with a width of at least 8 feet and a length of at least 15 feet or the length of the design vehicle, whichever is greater.
- 2.14. *Loading dock requirements.* Loading docks or other delivery areas must not be located within the road right-of-way and must be situated so that delivery vehicles do not encroach on the road right-of-way. All delivery vehicles must maneuver entirely on-site.
- 2.15. *Double frontage lots.* ~~AccessDriveways~~ for lots with double frontage on regulated roads and another public way will be restricted to the other public way, unless the planning board determines that queuing of traffic using an ~~Accessdriveway~~ off the other public way would interfere with traffic on the regulated road due to insufficient lot frontage along the other public way.
- 2.16. *Traffic signal restriction .* No proposed ~~Accessdriveway~~ will be permitted on a regulated road if the proposed ~~Accessdriveway~~ serves a development that warrants installation of a traffic signal.
- 2.17. *Mobility enhancement measures.* The ~~p~~Planning ~~B~~board may require applicants to provide for improvement of the existing safety or mobility levels through enhancement measures if the ~~p~~Planning ~~B~~board determines, based upon accepted traffic engineering principles, that the proposed ~~Accessdriveway~~ will significantly impact public safety or cause a reduction in posted speed.

Mobility enhancement measures include:

- A. Elimination, combination or modification of existing ~~drivewayAccesses~~;

- B. Development of frontage, backage or other service roads within the corridor to provide alternate ~~access~~ Access Points to existing driveway~~lots~~.

2.18. ~~Mitigation~~ Off-site Improvements. If the Planning Board reasonably determines that off-site improvements within the public right-of-way are required to safely accommodate a proposed Access~~driveway~~ or that an altered Access will have been granted a waiver and the planning board reasonably determines, based upon accepted traffic engineering principles, that the proposed driveway will significantly ~~have an~~ impact public safety or cause a reduction in posted speed, the ~~p~~Planning ~~b~~Board may require mitigation of traffic impacts from a proposed drivewayAccess. In making such determinations, the ~~p~~Planning ~~b~~Board may consider existing developments planned or reasonably expected on the parcel of land owned or controlled by the applicant.

If mitigation is required, applicants will be required to employ and, in some instances maintain, one or more of the mitigation techniques listed below.

~~A. Payment of a fee pursuant to Town of Lisbon Code Chapter 62, Article IV, § 62-185, Site Plan Review Impacts on Public Facilities and Services, equal to an amount necessary for the town to purchase an easement on an adjacent lot for purposes of developing a shared entrance.~~

~~B. Payment of a fee pursuant to Town of Lisbon Code Chapter 62, Article IV, § 62-185, Site Plan Review Impacts on Public Facilities and Services, equal to an amount necessary for the town to purchase easements across one or more lots for purposes of developing a frontage road for driveways serving subdivisions or commercial or industrial uses or parks.~~

~~CA.~~ Acceleration and/or deceleration lanes.

~~DB.~~ Medians, jug handles or turnarounds.

When mitigation measures are required, the town may require the applicant, prior to construction, to submit a performance and payment bond or certified check payable to the Town of Lisbon, in an amount and form that complies with Town of Lisbon Code Chapter 62, Article IV, § 62-185, Site Plan Review Impacts on Public Facilities and Services. In addition, the town may require that notice of conditions applicable to the drivewayAccess be recorded in the Androscoggin County Registry of Deeds.

2.19. *Drainage standards.*

- A. *Culvert size.* The diameter of culverts within the road right-of-way will be determined by either the public works director or the MaineDOT, as appropriate.
- B. *Construction and maintenance standards.* AccessesDriveways, on-site ditches, swales, pipes and other structures that direct runoff toward ditches or drainage systems on regulated roads must be constructed, crowned, stabilized and maintained with stable materials and appropriate erosion control measures such as permanent vegetation or stone.
- C. *Mitigation.* If the proposed development poses a significant drainage risk, then the applicant must mitigate the impacts of increases in peak flow from storms into the roadway drainage system through measures specified by the public works director or MaineDOT. Mitigation measures may include on-site controls, off-site improvements, or payment of a fee pursuant to Town of Lisbon Code Chapter 62, Article IV, § 62-185, Site Plan Review Impacts on Public Facilities and Services. A "significant drainage risk" exists (a) when the applicant proposes a fixed connection to a closed drainage structure owned by the town or MaineDOT, or (b) when the public works director determines, using acceptable engineering and hydrologic principles, that: (i) the proposed drivewayDriveway or Entrance has a grade of 10% or greater for a length of 150 feet or more draining toward the roadway, (ii) the proposed development has more than 10,000 square feet of impervious surface draining

toward the roadway, or (iii) the proposed development will substantially contribute to the failure of a downstream public facility. The applicant owner is responsible for all on-site and off-site mitigation expenses.

- D. *Retail fueling station requirements* . Applicants with ~~Accesses~~driveways for use by retail fueling stations must demonstrate that in the event of a spill, deposit of contaminants in the right-of-way will be contained.

3. *Waivers* . ~~Driveway~~Access standards may be relaxed or waived by the ~~pP~~Planning ~~bB~~Board only as provided in this section. The burden is on the applicant to show that requested waivers will meet the criteria below.

- ~~3.1. Standards that may not be waived~~ . ~~The sight distance standards, corner clearance standards, paving of driveway requirement, on-street parking standards, loading dock requirements, and turnaround area/parking standards.~~

- ~~3.1.2. Standards that may be waived~~ . ~~All other standards may be waived in accordance with the provisions of this section.~~

- 3.31. *Criteria for granting waivers* . Waiver requests will only be granted if the applicant demonstrates, to the satisfaction of the town, that: (i) the waiver will not significantly detract from public safety, (ii) the proposed driveway~~Access~~ meets the standards to the maximum extent practicable, and (iii) there is no feasible alternative.

- A. In determining that the waiver will not significantly detract from public safety, the town must consider such factors as crash rates, traffic volumes, road geometrics, types and frequency of traffic moving to and from existing uses within 1,000 feet of the proposed driveway~~Access~~.
- B. In determining practicability and feasibility, the town will consider the availability and cost of alternative driveway~~Access~~ locations and designs in relation to the proposed use.
- C. In cases involving alterations or changes of use of existing accesses, the town may grant waiver requests if it determines the alteration will likely result in a net gain to public safety or will result in a reduction in the driveway~~Access~~'s non-conformity with this section.
- D. In cases involving double frontage lots, the town will consider the length of frontage on the regulated road, the intensity of traffic generated by the proposed use, the geography along the frontage of the other public way, and the distance to the other public way.

- ~~3.2.4.~~ *Spacing standards waiver* . The spacing standards in Table 3 of this section may be waived only to the extent that lots of record existing as of September 6, 2011, that do not have access to another public way and do not have sufficient lot frontage to meet these spacing standards, may be allowed access if the applicant meets the following criteria, in addition to the above-referenced waiver criteria:

- A. The applicant meets the criteria of granting waivers set forth in this section.
- B. The proposed ~~access~~Access is located in an area designated for growth in the town's comprehensive plan.
- C. The proposed A~~access~~ will not have an unreasonable adverse impact on the regulated road such that the speed limit must be reduced to accommodate new traffic expected to be generated.

(C.M. of 8-16-2011, V. 2011-154)

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Sec. 70-536. - Dimensional requirements.

District	Minimum Road Frontage
Resource Protection	200'
Limited Residential ¹	Single family 100' Duplex 150' 100'
General Residential	Single family 100' Multi-family 50' per DU Other Uses 100'
Limited Rural Residential	200'
Rural Open Space I	Single family 300' Multi-family Up to 4 DU 300' Five + DU 300' + 75' per DU over four Other Uses 300'
Rural Open Space II	See Sec. 70-361(2)a
Rural Residential	Single family 200' Multi-family Up to 4 DU 200' Five + DU 200' + 50' per DU over four 200'
Village	50'
Commercial	200'
Industrial	200'
Diversified Development	Nonresidential 100' Residential 50' 50'
Aquifer Protection Overlay ¹¹	

NOTES:

- 1 Minimum lot sizes of 10,000 square feet in subdivisions approved during the period June 29, 1971, through March 10, 1975, under the previous ordinance, shall remain valid.
- 2 Up to two dwelling units.
- 3 Setbacks for high intensive farm use shall conform with performance standards in article VI of this chapter.
- 4 Without public water and sanitary sewer, 20,000 square feet or large enough to provide adequate on-site sewage disposal, depending on soil type and amount of water.
- 5 Front setback, the lesser of ten feet or the established uniform setback. The established uniform setback is the average of the setbacks of the structures on the two parcels to the left and the two parcels to the right of the subject parcel. Undeveloped parcels among these four shall be included in the calculation using a ten-foot setback.
- 6 Side setback for fireproof buildings, common walls permitted.
- 7 The ratio of impervious surface to total lot area shall not exceed 30 percent; except that where a stormwater management plan indicates no net stormwater runoff increase, a ratio in excess of 30 percent but not more than 60 percent may be authorized by the permitting authority.
- 8 Side setback, ten feet except where buffers are required in accordance with subsection (3).
- 9 Rear setback, 20 feet except where buffers are required in accordance with subsection (3).
- 10 Maximum lot coverage ratio, 0.60 (requires stormwater management plan if lot coverage ratio is greater than 0.40).
- 11 See section 70-564 for dimensional requirements.

(C.M. of 11-15-2011, V. 2011-208; [C.M. of 2-3-2015, V. 2015-39](#))

MEMO

TO: DIANE BARNES
FROM: KATHY MALLOY
DATE: OCTOBER 10, 2019
RE: MONTHLY REPORT

- Sales Analysis Report-This report will be used to determine the Town's certified ratio for the 2020/21 tax year. It contains 197 residential sales from the period of July 1, 2018 through June 30, 2019. The sales listed are from the Real Estate Transfer Tax declarations recorded at the registry of deeds office. We supply the valuation listed in the most recent commitment book, and also determine if it's a useable sale. Special circumstances such as inter-family, divorce, estate or current use property-tree growth, farm or open space-are not used in the analysis.
- Visited approximately a dozen properties at the request of property owners, and most resulted in abatements. Some were for slopped lots, wet basements or condition of buildings.
- Review has started for next year's homestead applications.
- Processed 21 deeds for the month of April.

Code Enforcement

Dennis J. Douglass

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

Monthly Report for September 2019

Building permits issued - 16 –

- 2 Residential homes
- 1 Garage
- 5 Remodel/Additions
- 5 Storage sheds
- 3 Misc.

Electrical permits issued – 7

- 2 remodels
- 1 New home construction
- 2 Mobile Home hook-up
- 2 Service upgrade

Plumbing permits issued - 7

- 4 Internal plumbing – new home/remodel
- 1 New HHE200
- 1 Commercial internal plumbing
- 1 Replacement HHE200

Misc. permits issued - 2 – General construction debris/mobile demo

Planning Board :

Public Hearing Case 19-6 – Tier 2 Site Plan Review Application – Sassy Strides Farm

Sassy Strides Equestrian, LLC

11 Deschene Avenue, Lisbon ME 04250

Tax Map R9 Lot 09

Approved

Case #19-7 – Tier 2 Site Plan Review Application – Crystal Spring Healing Alternatives

1 Upland Road, Lisbon ME 04250

Tax Map U17 Lot 024

Approved

Case 19-9 – Grimmel’s mobile home park expansion – 15 lots

Case 19-10 – Home Daycare

Town Planner – Access management Final

Appeals Board - No cases to report.

Health Officer -

- No health related cases to report for September



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Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

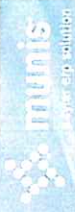
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FOR 2020 03

ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12020500 Elected Officials							
12020500 50108 Elected Officials	17,730	0	17,730	4,389.28	.00	13,340.72	24.8%
12020500 50202 Workers Comp Ins	70	0	70	.00	.00	70.00	0%
12020500 50230 FICA Employer Co	1,357	0	1,357	335.65	.00	1,021.35	24.7%
12020500 50301 Office Supplies	500	0	500	3.93	.00	496.07	.8%
12020500 50306 Postage	100	0	100	.00	.00	100.00	0%
12020500 50307 Advertising	1,000	0	1,000	1,709.64	-1,305.88	596.24	40.4%
12020500 50308 Printing	100	0	100	.00	.00	100.00	0%
12020500 50401 Professional Dev	1,000	0	1,000	.00	.00	1,000.00	0%
TOTAL Elected Officials	21,857	0	21,857	6,438.50	-1,305.88	16,724.38	23.5%
12021000 Town Manager							
12021000 50101 Town Manager	98,995	0	98,995	26,652.30	.00	72,342.70	26.9%
12021000 50107 Administrative	49,276	0	49,276	13,266.45	.00	36,009.55	26.9%
12021000 50201 Unemployment Cos	351	0	351	.00	.00	351.00	0%
12021000 50202 Workers Comp Ins	3,068	0	3,068	.00	.00	3,068.00	0%
12021000 50210 MEPRS - Employee	14,827	0	14,827	3,991.89	.00	10,835.11	26.9%
12021000 50220 Health Insurance	39,746	0	39,746	9,386.08	.00	30,359.92	23.6%
12021000 50230 FICA Employer Co	11,381	0	11,381	2,633.21	.00	8,747.79	23.1%
12021000 50301 Office Supplies	600	0	600	14.70	2.56	582.74	2.9%
12021000 50306 Postage	250	0	250	3.50	.00	246.50	1.4%
12021000 50307 Advertising	1,000	0	1,000	664.81	-65.00	400.19	60.0%
12021000 50352 Cell Phone/Allow	840	0	840	210.00	.00	630.00	25.0%
12021000 50401 Professional Dev	1,000	0	1,000	401.86	.00	598.14	40.2%
12021000 50413 Mileage/Travel	2,900	0	2,900	600.00	.00	2,300.00	20.7%
12021000 50452 Audit services	9,850	0	9,850	2,000.00	.00	7,850.00	20.3%
TOTAL Town Manager	234,084	0	234,084	59,824.80	-62.44	174,321.64	25.5%
12021500 Appeals Board							
12021500 50104 Non Supervisory	200	0	200	.00	.00	200.00	0%
12021500 50108 Elected Official	751	0	751	256.31	.00	494.69	34.1%
12021500 50202 Workers Comp Ins	4	0	4	.00	.00	4.00	0%
12021500 50230 FICA Employer Co	73	0	73	19.78	.00	53.22	27.1%

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Town of Lisbon
YEAR-TO-DATE BUDGET REPORT



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FOR 2020 03

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ 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	276.09	.00	1,426.91	16.2%

12021600 Planning Board

12021600 50104 Non Supervisory	1,000	0	1,000	84.03	.00	915.97	8.4%
12021600 50108 Elected Official	5,000	0	5,000	843.74	.00	4,156.26	16.9%
12021600 50202 Workers Comp Ins	24	0	24	.00	.00	24.00	.0%
12021600 50230 FICA Employer Co	459	0	459	70.93	.00	388.07	15.5%
12021600 50301 Office Supplies	400	0	400	143.77	.00	256.23	35.9%
12021600 50306 Postage	150	0	150	.00	.00	150.00	.0%
12021600 50307 Advertising	750	0	750	60.30	.00	689.70	8.0%
12021600 50401 Professional Dev	600	0	600	.00	.00	600.00	.0%
12021600 50451 Contracted Profe	21,250	0	21,250	3,541.66	1,770.83	15,937.51	25.0%
TOTAL Planning Board	29,633	0	29,633	4,744.43	1,770.83	23,117.74	22.0%

12022000 Legal

12022000 50450 Legal expense	50,000	0	50,000	2,742.05	.00	47,257.95	5.5%
TOTAL Legal	50,000	0	50,000	2,742.05	.00	47,257.95	5.5%

12022500 Clerk

12022500 50102 Department Head	57,408	0	57,408	15,454.82	.00	41,953.18	26.9%
12022500 50104 Non Supervisory	25,263	0	25,263	6,243.08	.00	19,019.92	24.7%
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 MEPEPS - Employee	5,741	0	5,741	1,949.01	.00	3,791.99	33.9%
12022500 50220 Health Insurance	17,310	0	17,310	4,141.02	.00	13,168.98	23.9%
12022500 50230 FICA Employer Co	6,814	0	6,814	1,493.86	.00	5,320.14	21.9%
12022500 50301 Office Supplies	2,000	0	2,000	264.05	74.16	1,661.79	16.9%

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Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

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FOR 2020 03

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12022500 50306 Postage	900	0	900	47.98	.00	852.02	5.3%
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	105.00	.00	315.00	25.0%
12022500 50401 Professional Dev	1,480	0	1,480	285.00	.00	1,195.00	19.3%
12022500 50402 Dues and Members	600	0	600	175.00	230.00	1,195.00	67.5%
12022500 50412 Meals and Lodgin	900	0	900	597.87	.00	302.13	66.4%
12022500 50413 Mileage/ travel	1,300	0	1,300	35.90	.00	1,264.10	2.8%
12022500 50451 Contracted Profe	600	0	600	2,282.13	.00	600.00	17.6%
12022500 50455 Professional Serv	13,000	0	13,000	.00	.00	10,717.87	.0%
12022500 50536 R&M Equipment	3,400	0	3,400	.00	.00	3,400.00	.0%
TOTAL Clerk	149,120	0	149,120	33,145.96	232.92	115,741.12	22.4%

12023000 Finance

12023000 50102 Department Head	80,944	0	80,944	6,264.52	.00	74,679.48	7.7%
12023000 50104 Non-Supervisory	66,670	0	66,670	17,862.61	.00	48,807.39	26.8%
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 MEPRS - Employee	14,762	0	14,762	1,915.21	.00	12,846.79	13.0%
12023000 50220 Health Insurance	45,013	0	45,013	8,147.64	.00	36,865.36	18.1%
12023000 50230 FICA Employer Co	11,293	0	11,293	1,269.04	.00	10,023.96	11.2%
12023000 50301 Office Supplies	4,000	0	4,000	209.43	553.19	3,237.38	19.1%
12023000 50306 Postage	1,750	0	1,750	-467.78	.00	2,217.78	-26.7%
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	34,940.67	553.19	195,750.14	15.3%

12023500 Tax Collection

12023500 50104 Non Supervisory	128,340	0	128,340	35,036.50	.00	93,303.50	27.3%
12023500 50140 Overtime	2,500	0	2,500	554.10	.00	1,945.90	22.2%
12023500 50201 Unemployment Cos	687	0	687	.00	.00	687.00	.0%
12023500 50202 Workers Comp Ins	510	0	510	.00	.00	510.00	.0%
12023500 50210 MEPRS - Employee	13,084	0	13,084	3,559.05	.00	9,524.95	27.2%

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Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

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FOR 2020 03

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12023500 50220 Health Insurance	22,390	0	22,390	5,226.06	.00	17,163.94	23.3%
12023500 50230 FICA Employer Co	10,010	0	10,010	2,408.38	.00	7,601.62	24.1%
12023500 50301 Office Supplies	4,500	0	4,500	2,499.98	65.71	3,934.31	12.6%
12023500 50306 Postage	7,500	0	7,500	2,861.92	.00	4,638.08	38.2%
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	13.23	.00	236.77	5.3%
12023500 50413 Mileage/ travel	600	0	600	291.18	.00	308.82	48.5%
TOTAL Tax Collection	191,771	0	191,771	50,125.40	65.71	141,579.89	26.2%
12024000 Assessor							
12024000 50102 Department Head	60,340	0	60,340	16,244.90	.00	44,095.10	26.9%
12024000 50104 Non-supervisory	15,834	0	15,834	4,662.66	.00	11,171.34	29.4%
12024000 50201 Unemployment Cos	1,344	0	1,344	.00	.00	344.00	.0%
12024000 50202 Workers Comp Ins	1,814	0	1,814	.00	.00	1,814.00	.0%
12024000 50210 MEPPERS - Employee	7,618	0	7,618	2,067.33	.00	5,550.67	27.1%
12024000 50220 Health Insurance	12,131	0	12,131	2,889.24	.00	9,241.76	23.8%
12024000 50230 FICA Employer Co	5,828	0	5,828	1,446.78	.00	4,381.22	24.8%
12024000 50301 Office Supplies	500	0	500	66.46	2.40	431.14	13.8%
12024000 50306 Postage	500	0	500	18.57	.00	481.43	3.7%
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	615.60	.00	284.40	68.4%
12024000 50451 Contracted Profe	2,000	0	2,000	.00	.00	2,000.00	.0%
12024000 50470 Registry Service	800	0	800	198.00	61.00	541.00	32.4%
12024000 50536 R&M: Equipment	200	0	200	.00	.00	200.00	.0%
12024000 50624 Mapping & Microf	1,000	0	1,000	.00	2,000.00	-1,000.00	200.0%
TOTAL Assessor	110,909	0	110,909	28,229.54	2,063.40	80,616.06	27.3%
12024500 Code Enforcement							
12024500 50102 Department Head	76,384	0	76,384	20,564.71	.00	55,819.29	26.9%
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 MEPPERS - Employee	7,640	0	7,640	2,056.46	.00	5,583.54	26.9%
12024500 50220 Health Insurance	17,310	0	17,310	4,141.02	.00	13,168.98	23.9%
12024500 50230 FICA Employer Co	5,844	0	5,844	1,367.66	.00	4,476.34	23.4%

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Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

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FOR 2020 03

ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12024500 50301 Office Supplies	500	0	500	1.56	.00	498.44	3%
12024500 50306 Postage	100	0	100	8.14	.00	91.86	8.1%
12024500 50352 Cell Phone/Allow	420	0	420	105.00	.00	315.00	25.0%
12024500 50375 Gas	850	0	850	145.18	.00	704.82	17.1%
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	514.99	.00	-14.99	103.0%
12024500 50624 Mapping & Microf	1,000	0	1,000	.00	.00	1,000.00	0%
TOTAL Code Enforcement	113,688	0	113,688	28,904.72	.00	84,783.28	25.4%
12025500 Liability Insurance							
12025500 50221 HRA Costs	42,125	0	42,125	6,610.47	.00	35,514.53	15.7%
12025500 50601 General Liabilit	14,745	0	14,745	14,745.00	.00	.00	100.0%
12025500 50602 Vehicle Insurance	24,035	0	24,035	24,249.00	.00	-214.00	100.9%
12025500 50603 Police Liability	7,582	0	7,582	7,582.00	.00	.00	100.0%
12025500 50604 Property Insurance	24,132	0	24,132	24,132.00	.00	.00	100.0%
12025500 50606 Crime Insurance	322	0	322	322.20	.00	-20	100.1%
12025500 50607 Public Officials	2,600	0	2,600	2,600.10	.00	-.10	100.0%
12025500 50608 Employment Liabi	6,233	0	6,233	6,233.40	.00	-.40	100.0%
12025500 50609 Public Officials	1,580	0	1,580	2,475.00	.00	-895.00	156.6%
12025500 50610 Critical Incident	1,400	0	1,400	.00	.00	1,400.00	0%
TOTAL Liability Insurance	124,754	0	124,754	88,949.17	.00	35,804.83	71.3%
12026500 Technology							
12026500 50360 Minor equipment	20,000	0	20,000	1,613.00	.00	18,387.00	8.1%
12026500 50454 Internet and web	6,450	0	6,450	1,042.80	16.42	5,390.78	16.4%
12026500 50530 Software and Ser	179,000	0	179,000	70,693.67	.00	108,306.33	39.5%
12026500 50536 R&M: Equipment	20,000	0	20,000	.00	-640.00	20,640.00	-3.2%
TOTAL Technology	225,450	0	225,450	73,349.47	-623.58	152,724.11	32.3%
12027500 Miscellaneous General Governme							
12027500 50930 Tax overlay	0	0	0	-156,275.08	.00	156,275.08	100.0%

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ACCOUNTS FOR: 1000 General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12027500 50935 TIF Payments	0	0	0	-450,274.06	.00	450,274.06	100.0%
TOTAL Miscellaneous General Governme	0	0	0	-606,549.14	.00	606,549.14	100.0%
12028000 School Required							
12028000 51300 Required Local S	4,486,794	0	4,486,794	1,495,598.00	.00	2,991,196.00	33.3%
12028000 51310 Add'l Local Shar	2,440,440	0	2,440,440	813,480.00	.00	1,626,960.00	33.3%
12028000 51320 Local Share Debt	460,409	0	460,409	153,469.68	.00	306,939.32	33.3%
12028000 51330 Local Share Adul	22,574	0	22,574	7,524.68	.00	15,049.32	33.3%
TOTAL School Required	7,410,217	0	7,410,217	2,470,072.36	.00	4,940,144.64	33.3%
12051500 Town Buildings							
12051500 50104 Non-supervisory	17,014	0	17,014	4,311.83	.00	12,702.17	25.3%
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	1,504	0	1,504	135.52	.00	368.48	26.9%
12051500 50230 FICA taxes	1,302	0	1,302	316.34	.00	985.66	24.3%
12051500 50302 Operating suppli	6,000	0	6,000	1,528.73	.00	4,471.27	25.5%
12051500 50510 Electricity	48,000	0	48,000	12,717.59	.00	35,282.41	26.5%
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	2,058.58	.00	8,051.42	20.4%
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	1,753.90	.00	27,246.10	6.0%
12051500 50520 Building Expense	20,000	0	20,000	.00	.00	20,000.00	.0%
12051500 50536 R&M: Equipment	30,000	0	30,000	13,749.50	.00	16,250.50	45.8%
12051500 50549 R & M Buildings	17,000	0	17,000	13,414.22	.00	3,585.78	78.9%
TOTAL Town Buildings	196,616	0	196,616	50,635.09	.00	145,980.91	25.8%
12090100 Abateements							
12090100 50901 Tax abateements	10,000	0	10,000	20,977.54	.00	-10,977.54	209.8%
TOTAL Abateements	10,000	0	10,000	20,977.54	.00	-10,977.54	209.8%
13030500 Health Officer							

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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13030500 50102 Department Head	5,347	0	5,347	1,439.34	.00	3,907.66	26.9%
13030500 50202 Workers Comp Ins	156	0	156	.00	.00	156.00	.0%
13030500 50210 MEPRS - Employee	535	0	535	143.92	.00	391.08	26.9%
13030500 50230 Health Insurance	0	0	0	.00	.00	.00	.0%
13030500 50230 FICA Employer Co	409	0	409	95.76	.00	313.24	23.4%
13030500 50301 Office Supplies	150	0	150	.00	.00	150.00	.0%
TOTAL Health Officer	6,597	0	6,597	1,679.02	.00	4,917.98	25.5%
13031000 General Assistance							
13031000 50102 Department Head	10,652	0	10,652	1,382.96	.00	9,269.04	13.0%
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	105.79	.00	709.21	13.0%
13031000 50301 Office Supplies	50	0	50	.52	.00	49.48	1.0%
13031000 50302 Operating suppli	0	0	0	.06	.00	.06	100.0%
13031000 50306 Postage	100	0	100	.60	.00	99.40	.6%
13031000 50352 Cell Phone allow	365	0	365	56.11	28.05	280.84	23.1%
13031000 50401 Professional Dev	500	0	500	.00	.00	500.00	.0%
13031000 50440 General Assistan	25,000	0	25,000	6,102.49	-71.17	18,968.68	24.1%
TOTAL General Assistance	37,677	0	37,677	7,648.53	-43.12	30,071.59	20.2%
14040500 Police							
14040500 50102 Department Head	78,432	0	78,432	21,116.09	.00	57,315.91	26.9%
14040500 50104 Non Supervisory	717,684	0	717,684	168,111.17	.00	549,572.83	23.4%
14040500 50107 Administrative	39,142	0	39,142	10,246.45	.00	28,895.55	26.2%
14040500 50117 Misc. Police Det	7,000	0	7,000	557.66	.00	6,442.34	8.0%
14040500 50130 Temporary/season	22,000	0	22,000	5,044.56	.00	16,955.44	22.9%
14040500 50140 Overtime wages	30,000	0	30,000	9,571.16	.00	20,428.84	31.9%
14040500 50143 Court time	8,000	0	8,000	1,796.63	.00	6,203.37	22.5%
14040500 50145 Replacement Wage	106,277	0	106,277	24,294.45	.00	81,982.55	22.9%
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 MEPRS - Employee	99,433	0	99,433	23,255.33	.00	76,177.67	23.4%
14040500 50230 Health Insurance	250,003	0	250,003	55,162.32	.00	194,840.68	22.1%
14040500 50230 FICA Employer Co	77,153	0	77,153	16,656.88	.00	60,496.12	21.6%

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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14040500 50260 Uniform cleaning	700	0	700	52.90	.00	647.10	7.6%
14040500 50301 Office Supplies	3,250	0	3,250	544.16	80.48	2,625.36	19.2%
14040500 50302 Operating suppli	17,000	0	17,000	6,516.11	258.74	10,225.15	39.9%
14040500 50306 Postage	650	0	650	109.24	.00	540.76	16.8%
14040500 50307 Advertising	500	0	500	500.00	.00	.00	100.0%
14040500 50308 Printing	3,200	0	3,200	1,344.00	.00	1,856.00	42.0%
14040500 50349 Recruitment Test	2,500	0	2,500	.00	.00	2,500.00	.0%
14040500 50351 Clothing/Boot Al	18,400	0	18,400	3,360.47	40.67	14,998.86	18.5%
14040500 50352 Cell Phone/Allow	5,250	0	5,250	959.36	373.46	3,917.18	25.4%
14040500 50353 Physicals	33,300	0	33,300	441.00	.00	-141.00	147.0%
14040500 50375 Gas	33,880	0	33,880	6,573.68	.00	27,306.32	19.4%
14040500 50378 Tires Expense	4,200	0	4,200	6,680.17	.00	3,519.83	16.2%
14040500 50401 Professional Dev	15,575	0	15,575	6,590.84	55.29	8,928.87	42.7%
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	1,896.64	.00	6,103.36	23.7%
14040500 50512 Telephone	10,030	0	10,030	2,317.81	.00	7,712.19	23.1%
14040500 50532 R&M Office Equip	2,000	0	2,000	.00	76.99	1,923.01	3.8%
14040500 50536 R&M: Equipment	6,500	0	6,500	172.82	254.27	6,072.91	6.6%
14040500 50710 Equipment	3,700	0	3,700	901.22	.00	2,798.78	24.4%
14040500 50720 Equipment - vehi	62,000	0	62,000	.00	.00	62,000.00	.0%
TOTAL Police	1,699,467	0	1,699,467	368,773.12	1,139.90	1,329,553.98	21.8%

14041500 Fire Department

14041500 50102 Department Head	71,063	0	71,063	18,585.69	.00	52,477.31	26.2%
14041500 50104 Non Supervisory	150,000	0	150,000	37,700.13	.00	112,299.87	25.1%
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 MEPRS - Employee	7,107	0	7,107	1,998.06	.00	5,108.94	28.1%
14041500 50220 Health Insurance	23,796	0	23,796	5,890.94	.00	17,905.06	24.8%
14041500 50230 FICA Employer Co	16,912	0	16,912	4,023.70	.00	12,888.30	23.8%
14041500 50301 Office Supplies	500	0	500	52.64	.00	447.36	10.5%
14041500 50302 Operating suppli	10,000	0	10,000	2,454.85	999.95	6,545.20	34.5%
14041500 50306 Postage	75	0	75	.60	.00	74.40	.8%
14041500 50351 Clothing/Boot Al	3,500	0	3,500	131.92	.00	3,368.08	3.8%
14041500 50352 Cell Phone/Allow	420	0	420	105.00	.00	315.00	25.0%
14041500 50353 Physicals	5,000	0	5,000	1,367.00	.00	3,633.00	27.3%
14041500 50370 Parts - Supplies	7,500	0	7,500	405.25	528.00	6,566.75	12.4%
14041500 50375 Gas	2,100	0	2,100	579.60	.00	1,520.40	27.6%
14041500 50377 Diesel	4,100	0	4,100	1,522.34	.00	2,577.66	37.1%

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ACCOUNTS FOR:
General Fund

ACCOUNTS FOR: General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14041500 50378 Tires Expense	2,200	0	2,200	1,980.71	.00	219.29	90.0%
14041500 50401 Professional Dev	7,500	0	7,500	594.95	975.00	5,930.05	20.9%
14041500 50413 Mileage/ travel	300	0	300	60.45	.00	239.55	20.2%
14041500 50490 Capital Projects	75,000	0	75,000	.00	.00	75,000.00	.0%
14041500 50511 Water Usage	2,900	0	2,900	106.00	.00	394.00	21.2%
14041500 50512 Telephone	300	0	300	620.43	.00	2,279.57	21.4%
14041500 50513 Sewer Expense	30,000	0	30,000	69.20	.00	2,230.80	23.1%
14041500 50536 R&M: Equipment	7,800	0	7,800	8,782.13	125.00	21,092.87	29.7%
14041500 50544 R & M: Radios	3,000	0	3,000	3,249.00	.00	4,551.00	41.7%
14041500 50560 Fire Fighting Fo	1,500	0	1,500	.00	745.00	2,255.00	24.8%
14041500 50561 EMS Supplies	22,600	0	22,600	170.98	319.76	1,009.26	32.7%
14041500 50562 Personal Protect	7,000	0	7,000	234.00	.00	22,366.00	1.0%
14041500 50563 Hose Replacement	17,636	0	17,636	237.53	.00	16,762.47	3.4%
14041500 50710 Equipment	501,081	0	501,081	1,316.00	.00	16,320.00	7.5%
TOTAL Fire Department				92,239.10	3,692.71	405,149.19	19.1%
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	362.04	.00	1,207.96	23.1%
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	27.66	.00	92.34	23.1%
14043000 50402 Dues and Members	35	0	35	.00	.00	35.00	.0%
TOTAL Emergency Management	150,927	0	150,927	37,683.50	.00	113,243.50	25.0%
14045000 Animal Control							
14045000 50104 Non Supervisory	44,410	0	44,410	11,733.85	.00	32,676.15	26.4%
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 MEMBERS - Employe	4,184	0	4,184	1,185.78	.00	2,998.22	28.3%
14045000 50220 Health Insurance	23,009	0	23,009	5,692.74	.00	17,316.26	24.7%
14045000 50230 FICA Employer Co	3,582	0	3,582	735.12	.00	2,846.88	20.5%
14045000 50302 Operating suppli	250	0	250	26.08	.00	223.92	10.4%
14045000 50351 Clothing/Boot Al	600	0	600	.00	.00	600.00	.0%
14045000 50352 Cell Phone/Allow	920	0	920	86.55	49.11	784.34	14.7%

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ACCOUNTS FOR:

1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14045000 50375 Gas	4,250	0	4,250	729.14	.00	3,520.86	17.2%
14045000 50378 Tires Expense	300	0	300	.00	.00	300.00	.0%
14045000 50401 Professional Dev	500	0	500	330.00	.00	170.00	66.0%
14045000 50453 Animal Shelter S	11,712	0	11,712	11,711.70	.00	.30	100.0%
14045000 50456 Veterinary Servi	0	0	0	.00	.00	.00	.0%
14045000 50536 R&M: Equipment	700	0	700	199.99	.00	500.01	28.6%
14045000 50710 Equipment	400	0	400	.00	.00	400.00	.0%
TOTAL Animal Control	98,380	0	98,380	32,430.95	49.11	65,899.94	33.0%

14046000 Lisbon Communications Center

14046000 50104 Non Supervisory	179,616	0	179,616	48,481.08	.00	131,134.92	27.0%
14046000 50130 Temporary/season	20,850	0	20,850	4,908.13	.00	15,941.87	23.5%
14046000 50140 Overtime wages	4,250	0	4,250	.00	.00	4,250.00	.0%
14046000 50145 Replacement Wage	37,493	0	37,493	11,112.09	.00	26,380.91	29.6%
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 MEPERS - Employee	21,086	0	21,086	4,162.44	.00	16,923.56	19.7%
14046000 50220 Health Insurance	57,081	0	57,081	13,540.69	.00	43,540.31	23.7%
14046000 50230 FICA Employer Co	18,529	0	18,529	4,408.30	.00	14,120.70	23.8%
14046000 50301 Office Supplies	880	0	880	.00	.00	880.00	.0%
14046000 50307 Advertising	120	0	120	79.80	.00	40.20	66.5%
14046000 50349 Recruitment Test	500	0	500	.00	.00	500.00	.0%
14046000 50351 Clothing/Boot Al	1,750	0	1,750	137.69	.00	1,612.31	7.9%
14046000 50401 Professional Dev	1,540	0	1,540	299.00	.00	1,241.00	19.4%
14046000 50413 Mileage/ travel	1,100	0	1,100	.00	.00	1,100.00	.0%
14046000 50512 Telephone	1,800	0	1,800	427.33	.00	1,372.67	23.7%
14046000 50536 R&M: Equipment	1,125	0	1,125	240.00	.00	885.00	21.3%
TOTAL Lisbon Communications Center	349,269	0	349,269	87,796.55	.00	261,472.45	25.1%

15050500 Department of Public Works

15050500 50102 Department Head	78,663	0	78,663	21,178.57	36.03	57,448.40	27.0%
15050500 50104 Non Supervisory	391,524	0	391,524	102,567.90	.00	288,956.10	26.2%
15050500 50107 Administrative	18,748	0	18,748	5,654.18	.00	13,093.82	30.2%
15050500 50140 Overtime wages	40,000	0	40,000	8,932.05	.00	31,067.95	22.3%
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%

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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15050500 50210 MEPSERS - Employee	45,117	0	45,117	11,631.18	.00	33,485.82	25.8%
15050500 50220 Health Insurance	170,920	0	170,920	23,131.65	.00	147,788.35	13.5%
15050500 50230 FICA Employer Co	40,443	0	40,443	9,825.97	.00	30,617.03	24.3%
15050500 50301 Office Supplies	1,500	0	1,500	881.06	12.00	606.94	59.5%
15050500 50302 Operating suppli	8,350	0	8,350	2,869.96	.00	5,480.04	34.4%
15050500 50306 Postage	150	0	150	.00	.00	150.00	.0%
15050500 50307 Advertising	1,000	0	1,000	579.80	132.30	287.90	71.2%
15050500 50330 Drug Testing	1,200	0	1,200	204.00	.00	996.00	17.0%
15050500 50351 Clothing/Boor Al	10,000	0	10,000	1,486.18	.00	8,513.82	14.9%
15050500 50352 Cell Phone/Allow	1,600	0	1,600	387.07	.00	1,212.93	24.2%
15050500 50360 Minor equipment	3,000	0	3,000	.00	.00	3,000.00	.0%
15050500 50363 Culverts	15,000	0	15,000	214.77	.00	14,785.23	1.4%
15050500 50366 Asphalt-Hot Top	15,000	0	15,000	6,646.49	.00	8,353.51	44.3%
15050500 50367 Excavation Expen	5,000	0	5,000	.00	.00	5,000.00	.0%
15050500 50370 Parts - Supplies	40,000	0	40,000	21,821.12	.00	18,178.88	54.6%
15050500 50371 Sand & Gravel	9,000	0	9,000	1,552.49	.00	7,447.51	17.2%
15050500 50375 Gas	7,500	0	7,500	2,379.14	.00	5,120.86	31.7%
15050500 50376 Oils and lubrica	4,500	0	4,500	961.04	.00	3,538.96	21.4%
15050500 50377 Diesel	22,000	0	22,000	-10,847.03	.00	32,847.03	-49.3%
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	180.00	.00	3,820.00	4.5%
15050500 50402 Dues and Members	0	0	0	.00	.00	.00	.0%
15050500 50412 Meals and Lodgin	500	0	500	.00	.00	500.00	.0%
15050500 50413 Mileage/travel	1,200	0	1,200	.00	.00	1,200.00	.0%
15050500 50430 Filling fees/lice	26,400	0	26,400	11,522.29	.00	14,877.71	43.6%
15050500 50511 Professional Serv	4,375	0	4,375	65.00	.00	3,310.00	17.3%
15050500 50512 Water Usage	4,640	0	4,640	987.18	.00	3,652.82	21.3%
15050500 50513 Sewer Expense	25,560	0	25,560	49.84	.00	24,510.16	8.9%
15050500 50535 Rental of Equipm	8,000	0	8,000	844.80	.00	7,155.20	3.4%
15050500 50536 R&M: Equipment	3,000	0	3,000	3,085.46	.00	4,914.54	38.6%
15050500 50537 Equipment Painti	1,500	0	1,500	3,423.99	.00	-423.99	114.1%
15050500 50538 Loam & Seed	5,000	0	5,000	.00	.00	1,500.00	.0%
15050500 50539 R&M: Catch Basin	5,000	0	5,000	951.50	.00	4,048.50	19.0%
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	182.76	.00	2,817.24	6.1%
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	256,056.07	180.33	1,329,642.60	16.2%

15051000 Winter Operations

15051000 50140 Overtime

.00
65,000.00
.0%

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Town of Lisbon
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FOR 2020 03

ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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 MEPCRS - Employee	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%
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	31,004.75	.00	119,085.25	20.7%
15052000 50140 Overtime wages	0	0	0	.00	.00	.00	.0%
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 MEPCRS - Employee	11,890	0	11,890	2,677.53	.00	9,212.47	22.5%
15052000 50220 Health Insurance	67,800	0	67,800	10,771.53	.00	57,028.47	15.9%
15052000 50301 FICA Employer Co	11,482	0	11,482	2,022.80	.00	9,459.20	17.6%
15052000 50302 Office Supplies	11,500	0	11,500	3.44	2.40	494.16	1.2%
15052000 50302 Operating suppli	6,000	0	6,000	1,530.98	.00	4,469.02	25.5%
15052000 50306 Postage	80	0	80	15.92	.00	64.08	19.9%
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	97.00	.00	253.00	27.7%
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	105.00	.00	315.00	25.0%
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	3,926.76	.00	4,073.24	49.1%
15052000 50377 Diesel	6,000	0	6,000	2,552.70	.00	3,447.30	42.5%
15052000 50378 Tires Expense	4,500	0	4,500	.00	.00	4,500.00	.0%
15052000 50401 Professional Dev	250	0	250	50.29	.00	199.71	20.1%
15052000 50413 Mileage/ travel	700	0	700	30.00	.00	670.00	4.3%
15052000 50430 Filing fees/lice	2,500	0	2,500	474.16	.00	2,025.84	19.0%
15052000 50511 Water usage fees	1,600	0	1,600	363.18	.00	1,236.82	22.7%
15052000 50512 Telephone	500	0	500	106.80	.00	393.20	21.4%
15052000 50513 Sewer Expense	5,000	0	5,000	827.00	.00	4,173.00	16.5%
15052000 50536 R&M: Equipment	0	0	0	-20.00	.00	20.00	100.0%
15052000 50555 Sludge Disposal	285,000	0	285,000	64,398.27	-164.00	220,765.73	22.5%
15052000 50556 Trash Removal	50,000	0	50,000	.00	.00	50,000.00	.0%
15052000 53100 Capital Improvem							

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Town of Lisbon
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FOR 2020 03

ACCOUNTS FOR:
General Fund

	ORIGINAL APPROP	TRANFERS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL Solid Waste	640,170	0	640,170	121,129.69	-161.60	519,201.91	18.9%
15053500 Other Public Works							
15053500 50510 Electricity	107,000	0	107,000	16,535.03	7,764.44	82,700.53	22.7%
15053500 50534 Hydrant Rental	406,000	0	406,000	203,000.00	.00	203,000.00	50.0%
15053500 50536 R&M: Equipment	8,500	0	8,500	3,481.07	.00	5,018.93	41.0%
TOTAL Other Public Works	521,500	0	521,500	223,016.10	7,764.44	290,719.46	44.3%
16060500 Library							
16060500 50102 Department Head	54,892	0	54,892	14,567.30	.00	40,324.70	26.5%
16060500 50104 Non-Supervisory	107,080	0	107,080	29,027.40	.00	78,052.60	27.1%
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 MEPEPS - Employee	12,966	0	12,966	3,475.84	.00	9,490.16	26.8%
16060500 50230 Health Insurance	72,071	0	72,071	17,333.37	.00	54,737.63	24.1%
16060500 50330 FICA Employer Co	12,391	0	12,391	2,889.35	.00	9,501.65	23.3%
16060500 50301 Office Supplies	3,885	0	3,885	1,623.54	12.00	2,249.46	42.1%
16060500 50302 Operating suppli	38,968	0	38,968	6,086.20	1,307.16	31,574.64	19.0%
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	105.00	.00	315.00	25.0%
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	53.00	.00	172.00	23.6%
16060500 50512 Telephone	2,950	0	2,950	479.55	.00	2,470.45	16.3%
16060500 50513 Sewer Expense	145	0	145	35.60	.00	109.40	24.5%
16060500 50535 Rentals of Equip	600	0	600	87.75	.00	512.25	14.5%
16060500 50536 R&M: Equipment	650	0	650	289.00	.00	361.00	44.5%
TOTAL Library	312,317	0	312,317	76,052.90	1,319.16	234,944.94	24.8%
16061500 PARKS & RECREATION							
16061500 50102 Department Head	62,851	0	62,851	16,437.84	.00	46,413.16	26.2%

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Town of Lisbon
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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16061500 50104 Non-Supervisory	162,085	0	162,085	48,075.31	.00	114,009.69	29.7%
16061500 50130 Temporary/season	136,650	0	136,650	91,072.90	.00	45,577.10	66.6%
16061500 50140 Overtime	6,302	0	6,302	3,022.78	.00	3,279.22	48.0%
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 MEPS - Employee	10,166	0	10,166	3,688.78	.00	6,477.22	36.3%
16061500 50220 Health Insurance	61,245	0	61,245	14,742.58	.00	46,502.42	24.1%
16061500 50230 FICA Employer Co	28,144	0	28,144	11,506.06	.00	16,637.94	40.9%
16061500 50301 Office Supplies	1,200	0	1,200	11,196.13	-627.55	1,003.87	16.3%
16061500 50302 Operating suppli	41,700	0	41,700	11,192.61	.00	31,134.94	25.3%
16061500 50306 Postage	200	0	200	5.28	.00	194.72	2.6%
16061500 50307 Advertising	500	0	500	579.80	132.30	-12.10	142.4%
16061500 50352 Cell Phone/Allow	420	0	420	105.00	.00	315.00	25.0%
16061500 50355 Co-Ed Softball/F	12,000	0	12,000	3,081.07	.00	8,918.93	25.7%
16061500 50356 Summer Trips	31,000	0	31,000	20,750.98	.00	10,249.02	66.9%
16061500 50357 Sunshine Hill	3,000	0	3,000	1,973.37	.00	1,026.63	65.8%
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	1,385.16	.00	2,014.84	40.7%
16061500 50375 Gas	4,000	0	4,000	1,694.17	.00	2,305.83	42.4%
16061500 50377 Diesel	1,400	0	1,400	906.02	.00	493.98	64.7%
16061500 50380 Uniforms/safety	1,500	0	1,500	18.67	.00	481.33	3.7%
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	1,643.88	.00	5,356.12	23.5%
16061500 50483 Security System	3,360	0	3,360	90.00	.00	270.00	25.0%
16061500 50501 Vehicle Repairs	3,300	0	3,300	146.23	.00	2,853.77	4.9%
16061500 50510 Electricity	1,300	0	1,300	74.47	.00	225.53	24.8%
16061500 50511 Water Usage	1,312	0	1,312	591.96	.00	720.04	45.1%
16061500 50512 Telephone	3,800	0	3,800	928.04	.00	2,871.96	24.4%
16061500 50513 Sewer Expense	1,000	0	1,000	163.76	.00	836.24	16.4%
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	205.17	.00	4,794.83	4.1%
16061500 50541 Grounds maintena	9,200	0	9,200	699.94	.00	8,500.06	7.6%
16061500 50542 River Trail main	5,000	0	5,000	1,788.36	.00	3,211.64	35.8%
16061500 50543 R&M: Green Thumb	4,690	0	4,690	560.59	.00	4,129.41	12.0%
16061500 50556 Trash Removal	1,150	0	1,150	361.50	129.92	658.58	42.7%
TOTAL PARKS & RECREATION	641,473	0	641,473	239,308.41	-365.33	402,529.92	37.2%
16062000 Public Services - Other							
16062000 50442 Transportation s	42,000	0	42,000	10,000.00	.00	32,000.00	23.8%
16062000 50650 Historical Socie	2,000	0	2,000	.00	.00	2,000.00	.0%

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Town of Lisbon
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ACCOUNTS FOR:
1000 General Fund

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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	10,000.00	.00	44,675.00	18.3%
17070500 Economic Development							
17070500 50102 Department Head	58,122	0	58,122	11,765.74	.00	46,356.26	20.2%
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 MEPRS - Employee	6,103	0	6,103	1,176.57	.00	4,926.43	19.3%
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	827.18	.00	3,619.82	18.6%
17070500 50301 Office Supplies	450	0	450	.75	.00	449.25	.2%
17070500 50302 Operating suppli	3,000	0	3,000	395.39	19.00	2,585.61	13.8%
17070500 50306 Postage	3,350	0	3,350	.00	.00	3,350.00	.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	.00	.00	3,000.00	.0%
17070500 50406 AVCOG Dues	9,296	0	9,296	300.00	.00	2,700.00	10.0%
17070500 50412 Meal allowance	500	0	500	9,295.12	.00	.88	100.0%
17070500 50413 Mileage/ travel	1,000	0	1,000	.00	.00	500.00	.0%
TOTAL Economic Development	104,696	0	104,696	23,795.75	19.00	80,881.25	22.7%
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	722,336.65	.00	.35	100.0%
TOTAL County Tax	743,148	0	743,148	741,255.55	.00	1,892.45	99.7%
TOTAL General Fund	16,848,662	0	16,848,662	4,665,671.89	16,288.75	12,166,701.36	27.8%
TOTAL EXPENSES	16,848,662	0	16,848,662	4,665,671.89	16,288.75	12,166,701.36	

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Town of Lisbon
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ACCOUNTS FOR:
3000 Debt Service

38081000 Debt Service-Bonds

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
38081000 53400 2005 Bond Princi	31,226	0	31,226	31,226.00	.00	.00	100.0%
38081000 53401 2006 Bond Princi	36,000	0	36,000	36,000.00	.00	.00	100.0%
38081000 53402 2009 Bond Princi	131,086	0	131,086	131,086.01	.00	.01	100.0%
38081000 53403 2010 Bond Princi	53,500	0	53,500	.00	106,080.00	-52,580.00	198.3%
38081000 53404 2011 Bond Princi	27,000	0	27,000	27,000.00	.00	.00	100.0%
38081000 53405 2014 QECB Princi	26,880	0	26,880	.00	.00	26,880.00	.0%
38081000 53406 2017 Bond Princi	150,000	0	150,000	150,000.00	.00	.00	100.0%
38081000 53600 2005 Bond Intere	1,066	0	1,066	.00	.00	1,066.00	.0%
38081000 53601 2006 Bond Intere	1,684	0	1,684	.00	.00	684.00	.0%
38081000 53603 2010 Bond Intere	18,191	0	18,191	.00	19,753.62	-1,562.62	108.6%
38081000 53604 2011 Bond Intere	27,338	0	27,338	202.50	.00	135.50	59.9%
38081000 53605 2014 QECB Intere	27,905	0	27,905	.00	.00	27,905.00	.0%
38081000 53607 2017 Bond Intere	27,240	0	27,240	14,152.50	.00	13,087.50	52.0%
TOTAL Debt Service-Bonds	531,116	0	531,116	389,667.01	125,833.62	15,615.37	97.1%
TOTAL Debt Service	531,116	0	531,116	389,667.01	125,833.62	15,615.37	97.1%
TOTAL EXPENSES	531,116	0	531,116	389,667.01	125,833.62	15,615.37	

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ACCOUNTS FOR:
6000 Sewer Fund

65052500 Treatment Plant

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
65052500 50102 Department Head	83,963	0	83,963	22,605.28	.00	61,357.72	26.9%
65052500 50104 Non Supervisory	197,947	0	197,947	47,213.95	.00	150,733.05	23.9%
65052500 50107 Admin Wages	14,191	0	14,191	.00	.00	14,191.00	.0%
65052500 50140 Overtime wages	23,500	0	23,500	5,913.32	.00	17,586.68	25.2%
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	6,021.51	.00	19,450.49	23.6%
65052500 50215 Admin Benefits	6,531	0	6,531	.00	.00	6,531.00	.0%
65052500 50220 Health Insurance	76,188	0	76,188	14,298.46	.00	61,889.54	18.8%
65052500 50221 HRA Costs	3,218	0	3,218	404.70	.00	2,813.30	12.6%
65052500 50230 FICA taxes	23,402	0	23,402	5,275.12	.00	18,126.88	22.5%
65052500 50301 Office supplies	2,500	0	2,500	717.46	47.00	1,735.54	30.6%
65052500 50302 Operating suppli	41,500	0	41,500	4,224.23	3,434.51	33,841.26	100.0%
65052500 50303 Other Supplies	8,500	0	8,500	13.04	132.30	8,486.96	18.5%
65052500 50306 Postage	200	0	200	579.80	.00	-512.10	356.1%
65052500 50307 Advertising	0	0	0	.00	.00	.00	.0%
65052500 50330 Drug Testing	3,000	0	3,000	85.96	.00	2,914.04	2.9%
65052500 50331 Small Tools	4,500	0	4,500	1,109.82	.00	2,745.70	39.0%
65052500 50351 Clothing/Boot Al	2,441	0	2,441	457.37	644.48	2,745.70	39.0%
65052500 50352 Cell Phone allow	0	0	0	45.98	36.18	1,947.45	20.2%
65052500 50360 Minor equipment	4,600	0	4,600	1,046.30	.00	45.98	100.0%
65052500 50375 Gas	5,200	0	5,200	493.68	.00	3,553.70	22.7%
65052500 50377 Diesel	2,500	0	2,500	97.00	935.00	4,706.32	9.5%
65052500 50401 Professional emp	1,500	0	1,500	1,053.94	.00	1,488.00	41.3%
65052500 50413 Mileage/Travel R	1,000	0	1,000	.00	.00	300.00	.0%
65052500 50430 Filing fees/Lice	2,550	0	2,550	.00	.00	446.06	70.3%
65052500 50450 Legal expense	10,000	0	10,000	500.00	.00	1,000.00	.0%
65052500 50452 Audit services	97,000	0	97,000	2,363.50	.00	2,050.00	19.6%
65052500 50455 Professional Serv	1,800	0	1,800	25,271.55	135.84	7,636.50	23.6%
65052500 50483 Security System	12,500	0	12,500	4,776.33	.00	1,392.61	22.6%
65052500 50510 Electricity	2,540	0	2,540	470.93	.00	71,690.02	26.1%
65052500 50511 Water usage fees	7,500	0	7,500	124.03	.00	7,723.67	38.2%
65052500 50512 Telephone	7,500	0	7,500	1,176.00	.00	2,059.07	18.5%
65052500 50514 Heating Fuel	72,000	0	72,000	3,948.20	.00	7,375.37	1.7%
65052500 50539 R&M: Catch Basin	10,000	0	10,000	.00	2,375.48	6,324.00	15.7%
65052500 50546 R & M: SEWER	81,000	0	81,000	19,934.56	.00	65,676.32	8.8%
65052500 50550 Meter Read	1,700	0	1,700	407.04	.00	10,000.00	.0%
65052500 50555 Sludge Disposal	10,000	0	10,000	.00	.00	61,085.44	24.6%
65052500 50556 Trash Removal	10,000	0	10,000	.00	131.13	1,161.83	31.7%
65052500 50557 CCTV & Cleaning	10,000	0	10,000	.00	.00	10,000.00	.0%



10/10/2019 10:45
4975ktierney

Town of Lisbon
YEAR-TO-DATE BUDGET REPORT

P 24
glytdbud

FOR 2020 03

ACCOUNTS FOR:
6000 Sewer Fund

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
65052500 50601 General Liabilit	2,599	0	2,599	2,582.30	.00	16.70	99.4%
65052500 50602 Vehicle Insuran	1,054	0	1,054	1,054.00	.00	.00	100.0%
65052500 50604 Property Insuran	6,777	0	6,777	6,793.00	.00	-16.00	100.2%
65052500 50750 Improvements oth	150,000	0	150,000	.00	.00	150,000.00	.0%
65052500 50806 Bond Administrat	2,200	0	2,200	.00	.00	2,200.00	.0%
65052500 53307 Vactor 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	25,000.70	.00	.00	100.0%
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	873.96	.00	1,486.04	37.0%
65052500 53601 2006 Bond Intere	3,690	0	3,690	2,563.81	.00	1,126.19	69.5%
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	209,806.71	7,140.42	916,556.87	19.1%
TOTAL Sewer Fund	1,133,504	0	1,133,504	209,806.71	7,140.42	916,556.87	19.1%
TOTAL EXPENSES	1,133,504	0	1,133,504	209,806.71	7,140.42	916,556.87	



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



To: Lisbon Town Council

Department Monthly Report: September 2019

In the month of September the Fire Department responded to 28 calls for service (includes inspections and various investigations and complaints, such as unpermitted burns). This is an 11 call drop from last month. The Department responded to 3 requests for the Fire Department First Responders. The Department responded to 3 request to assist Lisbon Emergency this past month.

In the month of September we had 1 mutual aid requests. This request was to the Town of Durham for a structure fire on Newell Brook Rd.



Training in the month of September was on sprinkler systems. Firefighters went over the different types of sprinkler systems, identification of components and how to 'wedge', or plug, broken or flowing sprinkler heads. This was done by using the sprinkler trailer that's maintained by Maine Fire Safety Institute (MFSI).

Maine law requires that any operator of fire apparatus must have completed the Emergency Vehicle Operator's Course (EVOC). At the end of the month, an instructor came in from MFSI and did this course in house. This will save the department time and money, instead of sending personnel out to Fire Attack Schools, to receive this training.

On September 16 there was an explosion in Farmington killing one firefighter and injuring several others. This incident put the Farmington Fire Department out of service. Since then many fire departments have been sending vehicles and manpower to Farmington to assist in providing that community with protection until they can get up and running again. On two different occasions volunteers from the Lisbon Fire Department have gone up to Farmington to help staff a ladder truck.

The month of October is fire prevention month. With newer homes burning faster and hotter, then homes in the past, it is important that everyone knows the importance of having an escape plan at home. We encourage everyone to make a plan and practice their home escape plan,



Town of Lisbon

Fire Department

Nathan LeClair, Fire Chief



Month of September incident type break down.

Incident Type	Occurrences
Building fire	1
Medical assist, assist EMS crew	3
EMS Call, excluding vehicle accident with injuries	3
Motor vehicle accident with injuries	4
Motor vehicle accidents with no injuries	1
Gas leak (natural gas or LPG)	1
Oil or combustible liquid spill	1
Vehicle accident, general cleanup	1
Public service assistance, other	2
Good Intent call, other	2
Dispatched, canceled en route	3
Malicious, mischievous false call, other	1
Smoke detector activation due to malfunction	2
CO detector activation due to malfunction	2
Alarm system activation, no fire – unintentional	1
Total:	28

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
September 2019

Adult Books	1,171	Adult DVD's	287
Juvenile Books	834	Juvenile DVD's	187
Audio Books	85	Periodicals	99
ILL In	144	ILL Out	246
E-Readers Users	38	E-Reader Downloads	128
Adult Room Count	1,650	Juvenile Room Count	761
Patron Use Computers	316	New Patrons	34
Sat AM Storytime	27	Thursday PM Storytime	20
Legos Club	12	Animation Stop Motion	7
Crafts/Claudia	7	Steam Lab Program	7
Heart & Soul Daycare	21	Creative Writing Club	0
Video Game Night	6	Coloring Club	6
Reciprocal Lisbon Patrons Visit other Lib.	0	<i>Playhouse Use</i>	9
Reciprocal Patrons from other lib.visit Lisbon Lib	6		

The Library was busy throughout the month of September as we transitioned to our fall programs, events and services. We were successful in adding Wednesday after-school programs for the children who visit the library. The Lisbon Adult Reading Club began to meet at the library in September.

The Lisbon Library Department made history again since joining the statewide MILS System in 2017, with our participation in the Maine Reciprocal Borrowing Pilot Program that kicked off on September 23rd. We are one of 68 libraries taking part in this new and forward thinking program that allows patrons from the 68 participating libraries to walk into the other libraries and checkout items with their hometown library card! We have had many Lisbon patrons ask about the program and expect to use the program in the near future. We are excited that 6 patrons from other libraries that include, Lewiston, Auburn and Topsham have visited our library and checked out materials from our wonderful collection.

Four of the walk-in patrons work in Lisbon businesses and appreciate the convenience of spending time in our library on their lunch hour and to checkout materials from our collection. I believe this service will not only benefit the Lisbon Library patrons but also become an asset to Lisbon businesses who can share this service with their employees as a benefit to working in Lisbon and at their respective

businesses. The information about this new service has been shared with the community via our Facebook page, flyers and posters at the library, our digital bulletin board and the information put out by the Maine State Library. We will try to get flyers to as many local businesses as we can so they can share the information with their employees. I will keep the Town Council and Town Manager informed each month.

Our new Wednesday After-School Programs kicked off on Wednesday, September 4th. We have added a Creative Writing Club, a Coloring Club, and a Video Game Night and will offer a Puzzle Making Club this week. We are pleased to welcome children and their families who could not attend Friday programs due to conflicts with their schedules. This is a work in progress. We may add or change programs based on their popularity. I will keep the Town Council and Town Manager informed.

The library building is all set for the winter months. The "We Do Windows and More Co". did a great job washing the exterior of all the library windows. They have recommended that we maintain the large front Main St. windows on a regular basis due to their size and exposure to the busy Main St. "Pat's Carpet Service" cleaned/steam washed the carpeting in the Children's Room in September. Todd and his team also washed both area rugs that are used by the children for Storytime events.

Children's Librarian, Bill Meakin, successfully pulled the pump from the waterfall and covered the entire unit with a tarp for the winter months. The children's playhouse will stay open until the weather changes and the children cannot comfortably enjoy their time in the garden. I will keep the Town Council informed in regards to the garden fence replacement and children's room door replacement projects.

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: September Report

DATE: October 10, 2019

School is back in session. For the Lisbon Parks and Recreation Department this means that we are entering our busiest time of year except for Moxie season of course.

Our Before and After School program started on August 28th. We continue to grow each year! We are seeing more kindergarten-second graders attending our after school program now. Our goal is to maintain a 1-10 ratio however, 1-15 is acceptable. We have been averaging 65-70 kids on a daily basis. This is up from 40-45 kids 3 years ago

Our fall sports teams began practicing mid-August and games started the first week of September. We started a 1-5 grade Field Hockey Travel team. We have 20 girls in this program. Last weekend they all spent the day attending a tournament in Biddeford, all dressed in the Halloween Costumes.



Our women's fall fast pitch league and our new co-ed league started in September.

PARKS/TRAILS: We added a game camera to the Androscoggin River Trail for security. Detective Jeff Picard assisted me.

The Lisbon High Cross Country team has been practicing and competing at Beaver Park in September.

Our Senior Program Coordinator Aline Strout took large groups to the Fenway Park, Owl's Head Museum, Sawyer Memorial, and a day trip to the Christmas Tree Shop and Trader Joes.

Great story about Lisbon Composting: <https://www.timesrecord.com/articles/front-page/composting-takes-off-through-new-lisbon-program/>



Lisbon Police Department

A Community Policing Agency

300 Lisbon St.
Lisbon, ME 04250

Marc R. Hagan
Chief of Police

Report to Council
October 2019
Police Department

In the month of September, the police department received 971 requests for police assistance. There were a total of 62 criminal investigations, and 22 persons were arrested or charged with criminal violations. There were a total of 22 motor vehicle crashes, and 168 motor vehicle stops occurred during directed traffic enforcement details.

With the start of another school year, our officers are attempting to address public safety issues surrounding school bus and school zone safety. Officers have been focusing morning and afternoon traffic enforcement on school zones as we address the leading causes of crashes, which are speed and inattention.

September also saw the beginning of Maine's new "hands free" law banning the use of hand held electronic devices, or cell phones. Basically, drivers are prohibited from using, manipulating, or holding mobile phones, or portable electronic devices, while operating a motor vehicle. Dozens of traffic stops have already been made regarding this well publicized law and we will continue to heavily enforce this particular violation.

The Lisbon Police Department was notified in September that one of the grants we applied for this summer has been granted. The Bulletproof Vest Partnership Program allows federal funds to be used towards 50% of the total purchase price of law enforcement vests, which generally range in cost from \$700 to \$1,000. The Police Department has used, and would continue to use, budgeted funds and forfeited assets to cover the Town of Lisbon's 50% match. The most recent BVP grant expired in August, and had expended a total of \$8,538 in grant funds. The new grant request was for approximately \$8,000 and will be in place for the next three years.

Members of the police department also spent the month of September conducting a background check on what is hoped to be Lisbon's newest police officer. Final requirements of the candidate are scheduled to be completed in the next 7 days and the agency will be back up to its' full complement of 14 sworn law enforcement officers.

Thank you.

Marc R. Hagan
Chief of Police

MEMORANDUM FROM THE PUBLIC WORKS DIRECTOR

TO: DIANE BARNES, TOWN MANAGER
FROM: RANDY CYR
SUBJECT: SEPTEMBER 2019 MONTHLY REPORT
DATE: OCTOBER 10, 2019

Public Works – In the month of September the Public Works crew spent time prepping plow blades for the winter. Prioritizing and patching pot holes throughout Lisbon and Lisbon Falls and addressing resident and PD calls. Cleaned area by guardrail on 196. Continued street sweeping operations. Removed railroad tracks at intersection Pinewoods and Ferry. Replaced culverts at Bartholomew and Andrea Street. Paving operations in Gross development, Franklin St, raised basins, met with homeowners who had questions and policed up excess reclaim on Pinewoods. Installed lamp post at Lisbon Village. Cut brush around town. Maintenance to vehicles after jobs.

Besides their normal daily duties, we also cleaned up the garage and shop areas to include employee breakroom.

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	5.07
Trash	208.24
Bulky Waste	35.61
Wood	28.22
Brush	6.8
Compost	9.2
Antifreeze	125 Gallons
Waste Gas	0 Gallons
Freon	37 units
Tires	3.96
Waste Gas	110 Gallons
Cardboard	21.62 ton @ \$20/ton = \$ 432.40 Revenue

Below is a summary of the items shipped during the month of August. (Marcel was out)

<u>Item</u>	<u>Tonnage</u>
Single Stream	6.63
Trash	249.39
Bulky Waste	52.75
Wood	36.15
Brush	26.35
Compost	6.41
Freon	84 units

MEMORANDUM FROM THE SEWER SUPERINTENDENT

TO: DIANE BARNES, TOWN MANAGER
FROM: STEVE AIEVOLI
SUBJECT: SEPTEMBER 2019 MONTHLY REPORT
DATE: OCTOBER 7, 2019

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

- Repaired the scrapper drive assembly at the Davis Street pump station.
- Repaired manhole on the Brook Street cross country line
- Annual Sewer Cleaning completed
- Lowered manholes on the roads that are being paved
- Repaired a sewer issue on Crest Avenue
- Phase one of the sewer replacement project has been completed with the exception of raising manholes to grade due to the paving schedule. Some manholes will be raised after base paving is complete. All manholes will be raised next spring before the surface pavement is done.

Please contact me if you have any questions.

OCTOBER 2019

TOWN CLERK AND ELECTION MONTHLY REPORT

TWILA LYCETTE, CCM/CMC/MMC

Our office has been busy as usual with getting everything ready for the November Election. We received the 2019 Dog tags so they will be available on October 15. We are in the process of setting up our Rabies Clinic in December. This is typically done by appointment only so residents will need to call 784-5421 today to get your appointment. You must bring your current rabies certificate with you. Dogs must be on a leash and cats crated.

The Council Meeting Minutes were transcribed and those approved were posted online. Planning Board meeting minutes were transcribed and posted, too. Monthly reporting to the Animal Welfare and Vital Records were completed so funds and reports were forwarded to Augusta.

The DS200 tabulator information was sent out for programming. The Lisbon High School gym was reserved for the November Election. Voter registration cards from the Bureau of Motor Vehicle office were accepted, put into the Central Voter System, scanned, and filed. Previous towns where registered out of state were notified so that they can be removed from their voting lists. June ballots were transferred into cardboard boxes so that the metal transfer cases can be used for this November's ballots. Election supplies were ordered. Absentee applications and our Absentee Election notebook was prepared. Tally sheets were created. Local nomination papers were certified, candidates were notified, and ballots were printed. Ballots were delivered and absentee ballots were mailed to those UOCAVA voters and those requesting one.

You may sign up online to receive your ballot by mail through our Election page at www.lisbonme.org. You may vote by absentee ballot or request your absentee ballot at the Town Office until 4:30 PM on October 31, after that it is done for special circumstances only. Sample state and local ballots were posted here at the town office, each post office, and online so you can read them ahead of time if you like. There is lots of information online already about our local referendum questions and candidate names are already posted there as well. Don't forget, ***you can still register to vote on Election Day this November and then vote!***

Council's Meeting record books were proofed and attachments were added for paper storage. Council meeting minutes are archived on the Clerkbasesite for electronic storage. All pending ordinances and changes as of August 1 have been codified and are available online. The next Supplement is scheduled to be done in January of 2020 and should be incorporated into the current code book within 8-10 weeks.

Lisa and I will be attending this year's Voter Registration Class. Feel free to sign up to be an Election Clerk with the Town Clerk... be a volunteer!

Enjoy the fall foliage.

7:56 PM
09/19/19
Cash Basis

Lisbon Emergency, Inc.
Profit & Loss
August 2019

Aug 19

Ordinary Income/Expense

Income

1001 · Ambulance Income	
1001b · Income from Collection Agency	360.14
1001 · Ambulance Income - Other	31,798.79
	<hr/>
Total 1001 · Ambulance Income	32,158.93
1003 · Interest Income	87.38
	<hr/>
Total Income	32,246.31
	<hr/>

Gross Profit

Expense

2100 · 42 Village Expenses

Repairs & Maintenance

2110 · Building Supplies	19.28
2122 · Landscaping and Plowing	12.78
2124 · Trash Removal	51.15
	<hr/>
Total Repairs & Maintenance	83.21

Utilities

2131 · Cable TV, Internet, Telephone	216.92
2132 · Electricity	238.20
2134 · Propane	57.13
	<hr/>
Total Utilities	512.25

Total 2100 · 42 Village Expenses

595.46

2200 · Bank Fees

2210 · Interest Expense	444.42
2200 · Bank Fees - Other	1.00
	<hr/>

Total 2200 · Bank Fees

445.42

2250 · Credit Card Fees

110.65

2300 · Employee

2310 · Education & Training	-8.00
2330 · Payroll	
2331 · Agency Payments	595.87
2335 · Payroll Processing Fees	132.60
2336 · Payroll Taxes	6,429.49
2337 · Wages & Salaries	18,087.43
	<hr/>

Total 2330 · Payroll

25,245.39

2340 · Stipends

70.00

2350 · Uniforms

48.34

2360 · Infection Control

218.00

Total 2300 · Employee

25,573.73

2400 · EMS Operations

2410 · ALS Intercept Fees	600.00
---------------------------	--------

2430 · Medical Equipment

2433 · Ambulance Medication Cost	7.16
----------------------------------	------

Total 2430 · Medical Equipment

7.16

2440 · Medical Supplies

7:56 PM
09/19/19
Cash Basis

Lisbon Emergency, Inc.
Profit & Loss
August 2019

	<u>Aug 19</u>
2441 · Medical Oxygen	141.81
2442 · Medical Supplies	<u>1,852.66</u>
Total 2440 · Medical Supplies	1,994.47
2450 · Monthly Billing Fees	1,337.61
2470 · Vehicle expenses	
2472 · Vehicle Repair & Maintenance	
401 · 401 Repairs	<u>302.34</u>
Total 2472 · Vehicle Repair & Maintenance	302.34
2473 · Vehicle Fuel	
F401 · 401 Fuel	379.31
F403 · F44 - New Ambulance Fuel	<u>456.42</u>
Total 2473 · Vehicle Fuel	835.73
Total 2470 · Vehicle expenses	<u>1,138.07</u>
Total 2400 · EMS Operations	5,077.31
2500 · Office	
2510 · Computer	103.50
2520 · Office Supplies	<u>31.80</u>
Total 2500 · Office	135.30
2600 · Professional Fees	
2620 · Insurance Expense	
2621 · Business Auto Insurance	<u>2,910.00</u>
Total 2620 · Insurance Expense	2,910.00
Total 2600 · Professional Fees	<u>2,910.00</u>
Total Expense	<u>34,847.87</u>
Net Ordinary Income	<u>-2,601.56</u>
Net Income	<u><u>-2,601.56</u></u>

TRANSACTION JOURNAL SUMMARY

Transaction Date	07/01/2019
Transaction Date	08/31/2019
Company Code	LISBON EMERGENCY INC
Month Start	8/1/2019

AR Previous Balance:

\$207,016.96

Charges	Emergent	YTD	Non-Emer	YTD	Count	
	3,390.60	4,225.60	0.00	0.00	3	3,390.60
Bluecross	3,717.40	4,928.00	0.00	0.00	4	3,717.40
Medicare	37,279.20	94,706.20	0.00	1,991.00	39	37,279.20
Medicaid	2,093.40	16,448.80	0.00	0.00	3	2,093.40
Other / Commercial	2,348.80	14,855.80	725.00	1,495.00	5	3,073.80
Patient	6,318.60	14,015.00	0.00	0.00	9	6,318.60
	55,148.00	149,179.40	725.00	3,486.00	63	55,873.00
Payments	Emergent	YTD	Non-Emer	YTD		Total
Bluecross	-1,090.97	-2,232.72	0.00	0.00		-1,090.97
Medicare	-16,639.62	-25,235.24	-333.88	-546.75		-16,973.50
Medicaid	-4,590.58	-8,131.77	0.00	-144.11		-4,590.58
Other / Commercial	-2,676.64	-6,443.64	-389.26	-488.06		-3,065.90
Patient	-2,536.98	-7,489.63	-250.00	-250.00		-2,786.98
	-27,534.79	-49,533.00	-973.14	-1,428.92		-28,507.93
Refunds	Emergent	YTD	Non-Emer	YTD		Total
Patient	0.00	160.49	0.00	0.00		0.00
	0.00	160.49	0.00	0.00		0.00
Adjustments	Emergent	YTD	Non-Emer	YTD		
Bluecross	-1,305.25	-2,527.70	0.00	0.00		-1,305.25
Medicare	-26,711.90	-39,912.34	-790.12	-1,141.74		-27,502.02
Medicaid	-7,844.03	-10,912.71	0.00	-355.89		-7,844.03
Other / Commercial	-634.45	-634.45	-435.05	-435.05		-1,069.50
Patient	0.00	-175.00	0.00	0.00		0.00
	-36,495.63	-54,162.20	-1,225.17	-1,932.68		-37,720.80
Accounts Receivable Change						-10,355.73

AR Ending Balance:

\$196,661.23

LISBON EMERGENCY INC
AR Monthly Summary

Company Code	LISBON EMERGENCY INC
Entered Date	07/01/2019
Entered Date	08/31/2019

	Beginning Balance	Gross Charges	Contractual Obligations	Net Charges	Payments Received Provider	Payments Received Client	Refunds	Net Payments	Write-Offs	Adjustments	Ending Balance
Jul-19	\$150,802.14	\$06,792.40	(\$19,063.17)	\$77,729.23	(\$7,888.10)	(\$14,655.80)	\$160.49	(\$22,293.50)	\$0.00	\$088.09	\$207,016.96
Aug-19	\$207,016.96	\$56,873.00	(\$37,720.80)	\$18,162.20	(\$4,283.43)	(\$24,224.50)	\$0.00	(\$28,607.93)	\$0.00	\$0.00	\$196,661.23
		\$152,665.40	(\$56,783.87)	\$95,881.43	(\$12,181.62)	(\$38,780.30)	\$160.49	(\$50,801.43)	\$0.00	\$689.09	

Town Report
2019-2020

Response Time (minutes)

	Bowdoin	Durham	Lewiston	Lisbon/Fall	Topsham	Sabattus	Auburn	Wales
Jul-19	16.47	12.25	16.43	10.61		15.00	17	36.2
Aug-19	17.44	13.20	18.04	7.54	9.50	13.50		
Sep-19								
Oct-19								
Nov-19								
Dec-19								
Jan-20								
Feb-20								
Mar-20								
Apr-20								
May-20								
Jun-20								

Call Volume by Towns

	Bowdoin	Durham	Lewiston	Lisbon/Fall	Topsham	Sabattus	Misc	Total
Jul-19	13	2	8	72		1	3	99
Aug-19	13		6	71	1	1	2	94
Sep-19								0
Oct-19								0
Nov-19								0
Dec-19								0
Jan-20								0
Feb-20								0
Mar-20								0
Apr-20								0
May-20								0
Jun-20								0

Year Total 193 over/under
Budget goal 175 18

Level of Care Staffed at

Month	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
Paramedic	43	40				
Advanced	19	33				
EMT	0	0				
% of Medic	69%	55%	#VALUE!	#VALUE!	#VALUE!	#VALUE!

Level of Care Staffed at

Month	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Paramedic						
Advanced						
EMT						
% of Medic	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!



PROJECT STATUS REPORT: FINAL

CATEGORY	GRADE/COMMENTS
THEME	A/Great theme, great artwork, more interest in the art aspect, and really nice location of art show.
MISS MOXIE PAGEANT	B/New event, would have liked to have more local participation, but overall winners were engaged and participated in the festival. Pleasant addition and it was low investment for committee.
MOXIE ENTERTAINMENT	B+/We had good entertainment. Not sure what attendees want to see. Do people come to the festival to see musical/other acts? It's a large expense and we need to capitalize on it. Need to rethink some of the locations of performances.
MOXIE EVENTS	A-/I think we had good events and they were well run. We had new events
MOXIE GEAR	B/We need to get out of the trinket business. T-shirts are ok, but need more help selling them and selling them online.
MOXIE PARADE	A-/great job by all involved. I would like to see more bands, more floats, more school groups (including groups from other schools). Grand marshall for this year was fantastic.
MOXIE SPONSORS	A-/More sponsors than ever, but need to start fundraising earlier.
MOXIE VENDORS	A-/More variety, good feedback from people on vendors, more spacing.
LOGISTICS	B-/This is an area we continue to struggle with and we'll need to address this earlier on for 2020.
MOXIE COMMITTEE/MEETINGS	B+/Good committee, engaged through most of the process. Need to figure out how to grow the committee and attract commitment.
MOXIE PR & MARKETING	B/Need help with this. It's a big part of the festival.
MOXIE WEBSITE	C/The Moxie website needs an overhaul. I'm not convinced Krack Media is providing us with the best services we could be getting at this time.
OVERALL ASSESSMENT	A-/A big part of my goal this year was "total engagement" from local citizens. I think we accomplished this goal and I'm pleased that there was so much "hometown pride" during the festival.

MOXIE FUND FY19

7/1/2018 STARTING BALANCE CASH

\$ 39,131.81 <<Audit Beginning Balance

Munis posted	Fiscal Year 2018-2019
	July 2018 Trio Sales
	July 2018 Trio Sales
	Aug 2018 Trio Sales
	Nov 2018 Square Sales
	Dec 2018 Square Sales
	Total Income

907.53
3,157.33
229.82
55.88
46.17
4,396.73

ENDING BALANCE CASH - Bank
ENDING BALANCE CASH - GL

\$ 43,528.54 >>agrees to Androscoggin Bank Balance as of 6/30/2019
\$ 43,532.56 >>Per Munis Cash as of 6/30/2019
\$ (4.00) difference - looks like it relates to an AP/Due to/due from

Munis posted Income Fiscal Year 2018-2019

40700 Moxie Festival
40702 Moxie Souvenir
40704 Moxie food/vendor
40705 Moxie Sponsor
40706 Moxie Transfer

23,677.38 (through June 2019)
1,782.05 (through June 2019)
4,460.00 (through June 2019)
22,245.00 (through June 2019)
25,000.00 (through June 2019)

Total Revenues

77,164.43 >> Total Revenue

*Transferred from Dingley Press TIF (\$20,000) + Transferred from ED Budget Fireworks (\$5,000)

Munis posted Expenses Fiscal Year 2018-2019

40706 FICA Taxes
50302 Supplies
50306 Postage
50670 Moxie Festival

333.94
1.34
64.07
45,760.85

Total Expenses - Munis

46,160.20 >>Total Expenses

Net Income 6/30/2019

\$ 31,004.23 Revenues less Expenses

Munis posted Fund Balances
FB Committed for other purposes

Unassigned FB

\$ 10,121.92
\$ 25,240.89

Close Out FY Unassigned FB
Total Revenue less Expenses

Fund Balance

\$ 56,245.12

DT/DF Due from General Fund 2200-70-910-11200
DT/DF Due to Moxie Fund 1000-20-200-23220

22,834.50
(22,834.50)

MOXIE FUND FY20

7/1/2019 STARTING BALANCE CASH \$ 43,532.54 <<unaudited Beginning Balance (FY19 Audit still ongoing)

TRIO posted	Fiscal Year 2019-2020	7/15/2019
July 2019 Square Sales		1,139.08
July 2019 Square Sales		3,955.63

5,094.71

ENDING BALANCE CASH - Bank
ENDING BALANCE CASH - GL

\$ 48,627.25 >>agrees to Androscoggin Bank Balance as of 9/30/2019
\$ 48,627.25 >>Per Munis Cash as of 9/30/2019
\$ -

Munis posted Income Fiscal Year 2019-2020

40700 Moxie Festival	75.00 (through Sept 2019)
40702 Moxie Souvenir	18,289.96 (through Sept 2019)
40704 Moxie food/vendor	2,700.00 (through Sept 2019)
40705 Moxie Sponsor	1,050.00 (through Sept 2019)
40706 Moxie Transfer	- (through Sept 2019)

Total Revenues

22,114.96 >> Total Revenue

Munis posted Expenses Fiscal Year 2019-2020

40706 FICA Taxes	207.89
50302 Supplies	-
50306 Postage	-
50670 Moxie Festival	12,100.92

Total Expenses - Munis

12,308.81 >>Total Expenses

Net Income as of 9/30/2019

\$ 9,806.15 Revenues less Expenses

Munis posted Fund Balances
FB Committed for other purposes

\$ 10,121.92

Unassigned FB

\$ 56,245.12

Close Out FY Unassigned FB
Total Revenue less Expenses

\$ 56,245.12
\$ 9,806.15

Fund Balance as of 9/30/2019

\$ 66,051.27