

**REGULAR TOWN COUNCIL MEETING
AGENDA
April 13, 2026
7:00 PM**

The Zoom Link to the meeting is provided below for those wishing to attend virtually:

<https://us02web.zoom.us/j/7495106748>

This meeting is being held at Northern Penobscot Tech Region III at 35 West Broadway

1a. Call to Order

Council Chair; Stephen Clay _____, Vice Chair: David Ireland _____.

Councilors; Cathy Moison _____, Gordon Street _____, Sheldon Hanington _____, Eric Rojo _____, and Lee Rand _____.

1b. Pledge of Allegiance

2. Approval of Minutes: From the March 5, 2026 emergency meeting and the March 9, 2026 regular meeting. If no objections are registered the Council Chair shall approve the same as written.

3. Approval of the Warrants (0104)

SUGGESTED MOTION: To approve and sign Warrants # _____ through # _____ in the amount of \$ _____.

MOTION: _____ SECOND: _____ VOTE: _____

4. Acceptance of Gifts/Donations (0104 & 0700)

SUGGESTED MOTION: Move to accept the following Gifts, Donations, and grants in the amount of \$286.11; as detailed below:

| Organization | Type of Gift | Amount / Value | Department |
|---------------------------------------|---------------------|-----------------------|-------------------|
| Hannaford | Monetary | \$194.00 | "Feeding Program" |
| Florence Alessi | Monetary | \$200.00 | Heating Fund |
| Denise Lynn Moore & Nancy Christensen | Monetary | \$50 | Library |
| Can Donations | Monetary | \$40.11 | Library |

MOTION: _____ SECOND: _____ VOTE: _____

5. Chairman's/Town Manager's Comments:

6. Monthly Reports:

7. Open Forum: The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Individuals wishing to be heard by the Council will be recognized by the Council Chair. The individual must identify themselves to the Council by first and last name and/or business owner. After identifying themselves, the speaker may make brief comments regarding items on the agenda that do not have a public hearing. The Council Chair may set a time limit on the length of public comment and/or a time limit for individual speakers.

8a. Public Hearing- Renewal State Liquor License Application- Wing Wah Restaurant (0101)

SUGGESTED MOTION: Move to open a public hearing for the purpose of hearing oral and written comments on the proposed renewal State Liquor License Application for Wing Wah Restaurant.

MOTION: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

8b. Approve State Liquor License Application- Wing Wah Restaurant (0101)

SUGGESTED MOTION: Move to approve the renewal State Liquor License Application submitted by Wing Wah Restaurant.

MOTION: _____ SECOND: _____ VOTE: _____

9a. Public Hearing- Renewal State Liquor License Application- Heart of Maine Winery, LLC (0101)

SUGGESTED MOTION: Move to open a public hearing for the purpose of hearing oral and written comments on the proposed renewal State Liquor License Application for Heart of Maine Winery, LLC.

MOTION: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

9b. Approve State Liquor License Application- Heart of Maine Winery, LLC (0101)

SUGGESTED MOTION: Move to approve the renewal State Liquor License Application submitted by Heart of Maine Winery, LLC.

MOTION: _____ SECOND: _____ VOTE: _____

10. Approve New Victualer's License- Dani's Express Mart (0101)

SUGGESTED MOTION: Move to approve a new victualer license for Dani's Express Mart owned by Dani Raval; license to expire May 31, 2027.

MOTION: _____ SECOND: _____ VOTE: _____

11a. Public Hearing- Proposed Food Sovereignty Ordinance (Councilor Ireland)

SUGGESTED MOTION: Move to open a public hearing for the purpose of hearing oral and written comments on the proposed Food Sovereignty Ordinance, as presented.

MOTION: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

11b. Proposed Motion: Adoption of the Town of Lincoln Local Food Sovereignty Ordinance- 2026 (Councilor Ireland)

Move that the Town Council adopt the "Town of Lincoln Local Food Sovereignty Ordinance," as presented, enacted pursuant to 7 M.R.S. §§ 281–286 and 30-A M.R.S. § 3001, consistent with the Maine Municipal Association's 2025 model ordinance, and will become effective upon adoption.

MOTION: _____ SECOND: _____ VOTE: _____

12. Re-Appoint Member- Water District Board of Trustees (0101)

SUGGESTED MOTION: Move to re-appoint Burton Weed to the Water District Board of Trustees for a three-year term expiring April 30, 2029.

MOTION: _____ SECOND: _____ VOTE: _____

13. Change of Maine PERS Plan (0100, 0104, 0304)

SUGGESTED MOTION: To see if the Town of Lincoln (P0076) will vote to change its plan for its eligible firefighters effective May 1, 2026 for future service only.

The Town agrees:

- a) To provide Special Plan 3C to its full-time firefighters who are not seasonal or temporary for service rendered after April 30, 2026. Service accrued by firefighters Before May 1, 2026 remains under Special Plan 3N; and

- b) To continue to provide Special Plan 3N to its full-time police officers who are not seasonal or temporary; and
- c) To continue to provide Regular Plan AN to all other full-time employees who are not seasonal or temporary; and
- d) To continue to exclude employees who regularly work less than full-time, seasonal employees, temporary employees, elected officials and officials appointed for a fixed term from participating in The Plan; and
- e) To authorize Dennis Bullen, Town Manager to sign the Amended Agreement between the Town and the Maine Public Employees Retirement System.

Note: This change was approved by the Town Council at the time of the signing of the Fire Contract in January. This is the language that MainePers needs to complete this change.

MOTION: _____ SECOND: _____ VOTE: _____

14. Approve Closure- Farmer’s Market (0601)

SUGGESTED MOTION: Move to approve closing part of Veteran’s Memorial Square beginning at 8am for the purpose of the Farmer’s & Artisan’s Market to run on Fridays from June 19th through October 2nd 2026 from 10am to 2pm.

MOTION: _____ SECOND: _____ VOTE: _____

15. Approve After Hour Event (0700)

SUGGESTED MOTION: Move to approve an after-hours event at the library on May 14th from 6pm to 8pm to hear from Maine author Dale Ruth Sherburne.

MOTION: _____ SECOND: _____ VOTE: _____

16. Approve Closure (0700)

SUGGESTED MOTION: Move to approve the closure of half of the library parking lot for a book sale and craft fair on July 16th and July 17th during Loon Festival from 8am to 3pm.

MOTION: _____ SECOND: _____ VOTE: _____

17. **Approve Fee (0700)**

SUGGESTED MOTION: Move to approve charging a fee of \$5.00, to be charged to the Friends of the Lincoln Memorial Library, for each crafter set up on the lawn to sell their wares during the Loon Fest event.

MOTION: _____ SECOND: _____ VOTE: _____

18. **Approve and Authorize Town Manager (0103)**

SUGGESTED MOTION: Move to approve a lease amendment with BDNE and authorize the Town Manager to sign the amended lease.

MOTION: _____ SECOND: _____ VOTE: _____

19. **Award Bid (0103)**

SUGGESTED MOTION: Move to award the bid to _____ in the amount of \$ _____ as recommended by the Economic Development Advisor Steve Levesque and the Lincoln Lakes Innovation Corporation for the Community Wide Assessment Grant.

MOTION: _____ SECOND: _____ VOTE: _____

20. **Approve Non-Transport Fee for Lincoln Residents (Councilor Street)**

SUGGESTED MOTION: Move to charge a \$75 fee for each non-transport EMS call to a Lincoln residence in excess of four non-transport EMS calls per month.

MOTION: _____ SECOND: _____ VOTE: _____

21. **Fire/EMS Ad Hoc Committee (0100)**

SUGGESTED MOTION: Move to approve creating an Ad Hoc Committee for the purpose of study and development of Fire/EMS service fees with intent to improve future service agreements with neighboring towns.

MOTION: _____ SECOND: _____ VOTE: _____

22. **Approve Council Resolve- Firefighting Vehicles (Councilor Street)**

SUGGESTED MOTION: Move to approve the Council resolve regarding firefighting vehicles, as attached.

MOTION: _____ SECOND: _____ VOTE: _____

23. Approve Processional (Councilor Ireland)

SUGGESTED MOTION: Move to approve a processional conducted by Friends of the American Flag through town on June 14, 2026 beginning at 2:00pm from the Bowers Funeral Home parking lot, down the south bound side of Main Street, and through the light onto High Street.

MOTION: _____ SECOND: _____ VOTE: _____

24. Direction to Prepare a Reduced FY2027 Municipal Budget (Councilor Ireland)

Move that the Town Council direct the Town Manager to prepare and present to the Council a proposed FY2027 municipal operating budget that reflects a minimum reduction of ten percent (10%) from the total FY2026 adopted municipal operating expenditure level.

MOTION: _____ SECOND: _____ VOTE: _____

25. Future Agenda Items

26. Adjourn

SUGGESTED MOTION: Move to adjourn the meeting at _____pm

MOTION: _____ SECOND: _____ VOTE: _____

Upcoming Meetings and other Noteworthy Items:

| | |
|-----------------------|--|
| Apr. 9 th | Finance Committee Meeting-Warrant-4:30pm |
| Apr. 15 th | Finance Committee Meeting-Payroll-4:30pm |
| Apr. 20 th | Town Office, Library, Transfer Station & Police and Fire Business office CLOSED- Patriot's Day |
| Apr. 21 st | 1 st FY2027 Budget Committee Meeting-6:00pm |
| Apr. 22 nd | Finance Committee Meeting-Payroll-4:30pm |
| Apr. 22 nd | Council Work Session 6pm to 8pm (open time for residents to come speak with the Council; questions and/or concerns in an informal setting). |
| Apr. 23 rd | Finance Committee Meeting- Warrant-4:30pm |
| Apr. 23 rd | 2 nd FY2027 Budget Committee Meeting-6pm |
| Apr. 28 th | 3 rd FY2027 Budget Committee Meeting-6pm |
| Apr. 29 th | Finance Committee Meeting-Payroll-4:30pm |
| Apr. 30 th | 4 th FY2027 Budget Committee Meeting-6pm |
| May 5 th | 5 th FY2027 Budget Committee Meeting-6pm |
| May 7 th | 6 th FY2027 Budget Committee Meeting-6pm |
| May 18 th | Town Council FY2027 Budget Workshop-6pm |
| May 26 th | FY2027 Budget 1 st Public Hearing-6pm |
| June 1 st | FY2027 Budget 2 nd Public Hearing-6pm |
| June 15 th | FY2027 Municipal Budget Vote-6pm |

Meetings and other noteworthy items are subject to change without notice.

**EMERGENCY TOWN COUNCIL MEETING
MINUTES
March 5, 2026
6:00 PM**

The Zoom Link to the meeting is provided below for those wishing to attend virtually:

<https://us02web.zoom.us/j/7495106748>

1a. Call to Order at 6:00pm.

Present: Council Chair Stephen Clay; Vice Chair David Ireland via Zoom.

Councilors; Cathy Moison, Gordon Street, Eric Rojo, and Lee Rand.

Also, present Interim Town Manager Dennis Bullen and Town Clerk Ann Morrison.

Absent, Councilor Sheldon Hanington.

1b. Pledge of Allegiance

- 2. Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. If you have any questions, please call 794-3372. General requests may be made in Open Forum during the regular meeting but will not be acted upon in the same meeting.

Individuals wishing to be heard by the Council will be recognized by the Council Chair. After identifying themselves, the speaker may make brief comments and may not repeat previous statements made. The speaker must limit themselves to the item under discussion. The speaker must observe rules of common etiquette. The Council Chair may set a time limit on the length of public comment and/or a time limit for individual speakers.

The Council Chair reserves the right to stop any public comment that is contrary to these rules and any Councilor may call Point of Order during the discussion. Any person who disrupts a Council meeting may be required to leave in order to maintain orderly consideration of the matters for which the meeting was called.

Manager Bullen stated that the Mattanawcook Academy Lady Lynx basketball team, who just won the State Class C Championship, has been invited to attend the Council meeting on Monday night.

- 3. Consent Agenda:** All items marked with an asterisk (*) are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- *4. Order Polls Open
- *5. Confirmation of Election Moderators
- *6. Direct Registrar of Voters

*7. Sign RSU67 Budget Warrant

***4. Order Polls Open (0101)**

Motion made by Gordon Street and seconded by Eric Rojo to order polls to open from 9:00am to 7:00pm according to Title 20A, MRSA Subsection 1502 for the April 7, 2026 RSU67 Referendum Election.

Councilors voting yes: Unanimous
Councilors voting no: None
Vote: 6-0

***5. Confirmation of Election Moderators (0101)**

Motion made by Gordon Street and seconded by Eric Rojo to confirm Ann Morrison as Moderator and Sharon Severson and Marci Elvers as Deputy Moderators for the April 7, 2026 RSU67 Referendum Election.

Councilors voting yes: Unanimous
Councilors voting no: None
Vote: 6-0

***6. Direct Registrar of Voters to sit/deliver voting list for June Election (0101)**

Motion made by Gordon Street and seconded by Eric Rojo to direct the Registrar/Deputy Registrar of Voters to sit, register voters and make corrections to the voting list on Tuesday March 31, 2026 from 8am to 7pm, Wednesday April 1, 2026 through Friday April 3, 2026 from 8am to 5pm, and Monday April 6, 2026 from 8am to 5pm as well as on election day April 7, 2026 from 9am to 7pm according to Title 21A, MRSA, Section 122, Subsection 6A. Also, to instruct the Registrar to deliver a supplemental voting list to the Town Clerk prior to opening the polls.

Councilors voting yes: Unanimous
Councilors voting no: None
Vote: 6-0

***7. Sign Warrant for Regional School Unit 67 Referendum Vote (0101)**

Motion made by Gordon Street and seconded by Eric Rojo to sign the Warrant for the RSU 67 Referendum Election scheduled for April 7, 2026 from 9am to 7pm at Mattanawcook Academy.

Councilors voting yes: Unanimous
Councilors voting no: None
Vote: 6-0

8. Adjourn

Motion made by Cathy Moison and seconded by Eric Rojo to adjourn the meeting at 6:05pm.

Respectfully Submitted by:
Town Clerk Ann Morrison, CMC, CCM

REGULAR TOWN COUNCIL MEETING
MINUTES
March 9, 2026
7:00 PM

The Zoom Link to the meeting is provided below for those wishing to attend virtually:

<https://us02web.zoom.us/j/85680739243>

This meeting is being held at Northern Penobscot Tech Region III at 35 West Broadway

1a. Call to Order at 7:00pm.

Present, Council Chair Stephen Clay and Vice Chair David Ireland.

Councilors: Cathy Moison, Gordon Street, Sheldon Hanington, Eric Rojo, and Lee Rand.

Also, present Interim Town Manager Dennis Bullen and Town Clerk Ann Morrison.

1b. Pledge of Allegiance

The Council welcomed the Mattanawcook Academy Lady Lynx Basketball team to congratulate them on winning the Class C State Championship.

2. Approval of Minutes: From the February 9, 2026 regular meeting. No objections were registered; therefore, the Council Chair approved the same as written.

3. Approval of the Warrants (0104)

Motion made by Gordon Street and seconded by Cathy Moison to approve and sign Warrants #82 through #89 in the amount of \$1,130,890.95.

VOTE: 7-0

4. Acceptance of Gifts/Donations (0104 & 0700)

Motion made by Cathy Moison and seconded by Gordon Street to accept the following Gifts, Donations, and grants in the amount of \$104.60; as detailed below:

| Organization | Type of Gift | Amount / Value | Department |
|---------------------------------------|---------------------|-----------------------|-------------------|
| Denise Lynn Moore & Nancy Christensen | Monetary | \$50.00 | Library |
| Can Donations | Monetary | \$54.60 | Library |

VOTE: 7-0

5. Chairman's/Town Manager's Comments:

Council Chair Clay removed agenda items #16,12, and 9a & 9b. He also moved item #18 up after the monthly reports and before the open forum.

Interim Manager Bullen thanked all the volunteers during the weekend recreation department basketball tournament.

6. Monthly Reports:

Councilor Hanington congratulated the public works mechanic on a job well done with the front-end loader.

Councilor Hanington disagreed with some of the figures in the report regarding miles per gallon. He wants a more accurate statement going forward.

Interim Manager Bullen stated that the information came from the Dysart's fuel program.

*Note: Item #18 was moved by the Town Council Chair at the beginning of the meeting so it was before the open forum, in case anyone had any questions regarding the outcome of the executive session.

18. Executive Session (0100)

Motion made by Sheldon Hanington and seconded by Gordon Street to retire into Executive Session Pursuant to Title 1 MRSA Section 405(6) (A) Personnel- Town Manager Position.

VOTE: 7-0

TIME STARTED: 7:09pm

TIME CLOSED: 8:25pm

Suspend the Rules

Motion made by David Ireland and seconded by Sheldon Hanington to suspend the rules.

VOTE: 7-0

Motion made by David Ireland and seconded by Gordon Street to direct the Town Council to appoint Dennis Bullen as the permanent Town Manager with a two-year contract at \$115,000.

VOTE: 7-0

7. **Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. If you have any questions, please call 794-3372. General requests may be made in Open Forum during the regular meeting but will not be acted upon in the same meeting.

Individuals wishing to be heard by the Council will be recognized by the Council Chair. After identifying themselves, the speaker may make brief comments and may not repeat previous statements made. The speaker must limit themselves to the item under discussion. The speaker must observe rules of common etiquette. The Council Chair may set a time limit on the length of public comment and/or a time limit for individual speakers.

The Council Chair reserves the right to stop any public comment that is contrary to these rules and any Councilor may call Point of Order during the discussion. Any person who disrupts a Council meeting may be required to leave in order to maintain orderly consideration of the matters for which the meeting was called.

Carl Stingley of Frost Street stated that he has been gone the past few months and would like a status of the dam repairs at Stump Pond.

Manager Bullen stated that the town is working with the Army Corps of Engineers to see if they can help with repairs.

If the Army Corps of Engineers cannot help, the town will need to go out to bid and also seek grant funding sources.

David Moison urged the Council to approve agenda item #13, the Fire/EMS agreements.

Alan Dill read a statement regarding the issues he is having at his home on Katahdin Avenue. This is not the first time he has spoken to the Council about this matter.

Charles Gulesian read a statement regarding his opinion on item #15, the demolition of a property adjacent to his on Perry Street. He is in favor of having this property demoed.

Charles Dwelley spoke regarding the assessing issues that Mr. Sanderson was hired to help list, for properties which are still not on the tax rolls. He stated that someone needs to be held accountable.

Councilor Hanington would like the issues at Mr. Dill's residence looked at again.

Manager Bullen stated that in November 2025 he made a visit to Mr. Dill's residence and gave him suggestions on how to fix the issue. If he were to clear out the clogged drainage ditches on his property, then his water issues would be greatly reduced.

- 8a. **Public Hearing-** State Farmer's Market Authorization Application- Town of Lincoln (0101)

Motion made by Cathy Moison and seconded by Gordon Street to open a public hearing for the purpose of hearing oral and written comments on the proposed State Farmer's Market Authorization Application for the Town of Lincoln; to allow the sale or taste-testing of wine, spirits, or malt liquor at the Lincoln Farmer's and Artisans Market in Veteran's Square.

VOTE: 6-1
Councilor Rand opposed.

There were some questions on what this actually allows.

Town Clerk Ann Morrison stated that to her knowledge the Communications and Events Director Shawn Rogers had been in contact with the winery in Lee who has expressed interest in participating in the farmer's market. In order for small wineries and breweries to offer taste testings and selling of their products at the market, the town would have to apply for this authorization first. Then, a participating small business would have to apply for their own license to sell at the market, following guidelines directed by the State office of alcohol. This authorization allows for another avenue for these small, local businesses to offer their product.

TIME STARTED: 8:42pm

TIME CLOSED: 8:46pm

8b. Approve State Farmer's Market Authorization Application- Town of Lincoln (0101)

Motion made by Eric Rojo and seconded by Gordon Street to approve the State Farmer's Market Authorization Application submitted by Shawn Rogers on behalf of the Town of Lincoln, to allow the sale or taste-testing of wine, spirits, or malt liquor at the annual Farmer's and Artisans Market in Veteran's Square.

VOTE: 5-2
Councilors Rand and Hanington opposed.

~~9a. Public Hearing Food Sovereignty Ordinance (Councilor Ireland)~~

~~SUGGESTED MOTION: Move to open a public hearing for the purpose of hearing oral and written comments on the proposed Food Sovereignty Ordinance; as attached.~~

MOTION: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

~~9b. Approve Adoption of Ordinance Food Sovereignty Ordinance (Councilor Ireland)~~

~~*Note: This ordinance was not approved in the most recent meeting of the planning board.~~

~~Proposed Motion: Adoption of the Town of Lincoln Local Food Sovereignty Ordinance (2026)~~

~~Move that the Town Council adopt the “Town of Lincoln Local Food Sovereignty Ordinance,” as presented, enacted pursuant to 7 M.R.S. §§ 281-286 and 30-A M.R.S. § 3001, consistent with the Maine Municipal Association’s 2025 model ordinance, and will become effective upon adoption.~~

MOTION: _____ SECOND: _____ VOTE: _____

10. Approve Closure- Loon Triathlon /Marathon – (7000)

Note: Marathons are planned and operated by Maine Endurance Sports Alliance. The town is just the host for the races.

Motion made by Cathy Moison and seconded by Eric Rojo to approve closing part of Prince Thomas Park on August 9, 2026 and September 20, 2026 for the Loon Triathlon and the Loon Marathon.

VOTE: 7-0

11. Approve Installment Agreements (0104)

Motion made by David Ireland and seconded by Gordon Street to authorize the Treasurer on behalf of the Town Council to dispose of real estate acquired by the Town for non-payment of taxes in the following manner. (Title 36 MRSA Section 943)

1. Letters will be mailed to the previous owner(s) of record for tax acquired property offering the opportunity to redeem their property for a cash payment of at least equal to back taxes owed. All interest, legal fees and lien charges for conveyance of said transaction to be completed within 30 days of the mailing of the letter and to include the issuance of a release deed.
2. At the discretion of the Town Council when case warrants, there shall be an opportunity for the Town Council to enter into a land purchase installment contract with a prior owner that meets the criteria as determined by the Town Council.
3. If 1 and 2 are not met, the Treasurer is to initiate the bid process in accordance with MRSA Section 943-C. (Note: The Town will list the property for sale at the highest reasonable price at which the property is anticipated to sell with a real estate broker or agent licensed under Title 32, chapter 114 who does not hold an elected or appointed office in the municipality and is not employed by the municipality.)

VOTE: 7-0

~~12. Proposed Motion: Fire & EMS Operational and Financial Transparency Report (Councilor Ireland)~~

~~Move that the Town Manager be directed to obtain and publish a comprehensive Fire and EMS full cost accounting analysis, separating Fire and EMS into distinct cost centers.~~

~~The analysis shall include, but not be limited to:~~

- ~~1. Call volume and service demand, separated by municipality and service type;~~
- ~~2. Staffing levels, wages, benefits, overtime, on-call compensation, and related labor costs;~~
- ~~3. Insurance, training, certifications, and compliance costs;~~
- ~~4. Billing practices, collections, write-offs, and net EMS revenue;~~
- ~~5. Mutual aid responses provided and received, including associated costs;~~
- ~~6. Interlocal service reimbursements, payments, or subsidies;~~
- ~~7. Fully burdened per-call cost for Fire services and for EMS services, calculated separately and by municipality;~~
- ~~8. Identify which expenses are fixed and which vary based on call volume, and shall show what financial changes would occur if service demand decreases, including the potential withdrawal of a contracting municipality;~~
- ~~9. Identify the minimum number of personnel required to safely operate Fire and EMS services and explain whether, and under what conditions, staffing levels could be reduced if service demand decreases; and~~
- ~~10. Show the financial impact on Lincoln taxpayers under each of the following scenarios: full per capita reimbursement, 80% reimbursement, a combined population rate, and the withdrawal of one or more contracting municipalities.~~

VOTE: _____

13. Rewrite Fire/EMA Master Agreements (Councilor Rojo)

Motion made by Eric Rojo and seconded by Sheldon Hanington to rewrite the Master agreements between Lincoln and other towns for fire services and EMA services, ensuring that the updated terms shall apply to all agreements starting in 2026; as outlined below:

RECOMMENDATION: Make the following corrections to the master agreement:

- The **title** should be changed to “AGREEMENT for FIRE SERVICES or EMA SERVICES or BOTH” from “Fire Services Agreement”.
 - **Provision V.A.** should be rewritten along the following lines:
 - Each town shall compensate Lincoln for the service(s) rendered at a per capita rate equal to the per capita cost to provide the same service(s) to Lincoln residents. The per capita cost shall be based on the full cost.
1. **Full cost** shall be the sum of the Fire & EMA Department’s (0304) total budget + employee benefit costs omitted from same + the Fire Station’s (0308) total budget.

- a. Each year, Lincoln's fire chief shall calculate the above, the full cost for just fire services and the full cost for just EMA services. The full cost for just fire services plus the full cost for just EMA services shall sum to the full cost of the Fire & EMA Department as described in paragraph 1.
2. The **per capita cost** for each service shall be each service's full cost divided by Lincoln's population.
3. **Chester and Winn** shall each pay for each service their respective population multiplied by the Lincoln resident's cost per capita for the same service .
4. In the case of **Macwahoc, Reed, Reed Plantation, Drew & towns similarly distant** from Lincoln, the formula for each service shall be the town's population multiplied by 1.5 multiplied by the Lincoln resident's cost per capita for the same service. The 1.5 multiplier compensates Lincoln for the additional time crews & equipment use making a round trip between Lincoln and the contracting town.

Many discussions were being had with everyone having an opinion on how these contracts should be figured. It was ultimately decided to have a workshop to discuss this topic and the item was tabled, as shown below.

Motion made by Eric Rojo and seconded by Sheldon Hanington to TABLE this item.

VOTE: 7-0

14. Approve Town Of Lincoln Non-discrimination Policy (0103)

Motion made by Cathy Moison and seconded by Gordon Street to approve Town of Lincoln non-discrimination policy; as attached, and to become part of the Town of Lincoln Personnel Rules and Regulations.

VOTE: 7-0

15. Approve Demolition- 38 Perry Street (0106)

Motion made by Sheldon Hanington and seconded by Eric Rojo to approve the demolition of property located at 38 Perry Street (Map 131 Lot 016) during the summer season of 2026.

VOTE: 7-0

~~**16. Direction to Prepare a Reduced FY2027 Municipal Budget (Councilor Rand)**~~

~~Move that the Town Council direct the Town Manager to prepare and present to the Council a proposed FY2027 municipal operating budget that reflects a minimum reduction of ten percent (10%) from the total FY2026 adopted municipal operating expenditure level.~~

VOTE: 7-0

17. Executive Session (0100)

Motion made by Sheldon Hanington and seconded by Gordon Street to retire into Executive Session Pursuant to Title 1 MRSA Section 405(6) (F) for the purpose of discussing poverty/infirmity abatement

VOTE: 7-0

TIME STARTED: 8:58pm

TIME CLOSED: 9:14pm

19. Future Agenda Items

20. Adjourn

Motion made by Sheldon Hanington and seconded by Gordon Street to adjourn the meeting at 9:14pm.

VOTE: 7-0

Respectfully Submitted by:
Town Clerk Ann Morrison, CMC, CCM

Upcoming Meetings and other Noteworthy Items:

- Mar. 4th Finance Committee Meeting-Payroll-4:30pm
- Mar. 5th Finance Committee Meeting-Warrant-4:30pm
- Mar. 5th Emergency Council Meeting- 6pm in Council Chambers
- Mar. 9th Regular Council Meeting- 7:00pm at Region III
- Mar. 10th Events & Tourism Committee Meeting-5:30pm
- Mar. 11th Finance Committee Meeting-Payroll-4:30pm
- Mar. 17th Planning Board-6:00pm
- Mar. 18th Finance Committee Meeting-Payroll-4:30pm
- Mar. 18th Council Work Session 6pm to 8pm (open time for residents to come speak with the Council; questions and/or concerns in an informal setting).
- Mar. 19th Finance Committee Meeting- Warrant-4:30pm
- Mar. 25th Finance Committee Meeting-Payroll-4:30pm

Meetings and other noteworthy items are subject to change without notice.

MEMORANDUM

To: Town of Lincoln
Fr: Steve Levesque
Economic Development Advisor
Re: Economic Development Report
Dt: March 31, 2026

Following is an update on our current economic development consulting activities on behalf of the Town of Lincoln thru March 2026.

Our focus this past month has been involved with: 1) the various complex issues associated with facilitating the Biofine project; 2) managing several property leases and options; 3) Selecting workforce housing development partners; 4) managing several environmental clean-up projects, grant applications and contracts; 5) working through the development of industrial wastewater management solutions associated with Biofine; 6) developing and managing an on-going, large-scale vision and implementation strategy for mill site redevelopment; 7) facilitating several grant and loan applications for environmental remediation infrastructure and new building development; and 8) facilitating several business development clients.

Following is an update of the mill site redevelopment effort to date.

Mill Site Redevelopment Overview

Redeveloping former mill properties is a complex and time-consuming endeavor. But when conducted in earnest, effective redevelopment of the former Lincoln Pulp & Tissue (LP&T) mill site, now referred to as the Lincoln Technology Park (LTP) will offer substantial benefits to the community in the following ways:

- Increase tax revenues to the community;
- Reduce tax burden on current residents;
- Increase Town and school budgets;
- Strengthen Penobscot Valley Hospital and other essential businesses; and
- Attract new services and business opportunities to the community.

For example, when the two current active projects at the LTP (Biofine and Form Energy) are realized, they collectively would create hundreds of good paying jobs and generate over \$ 600,000 in annual lease revenue and over \$ 2 million in new annual real estate and personal property taxes for the Town.

Successful revitalization of these mill site properties requires a long-term commitment of personnel resources, patience, and perseverance for success to be fully realized. Like

most other former mill properties in the state, the LTP site has a number issues that all need to be addressed, as part of the redevelopment process such as legacy environmental contamination issues, many aged and dilapidated buildings (not suitable for adaptive reuse), and aging (non-functional) infrastructure,

In light of the above, we have identified three key over-arching strategic goals for the LTP redevelopment effort: 1) identify and seek funding to address the environmental issues by removing them as development barriers; 2) identify and secure funding for needed infrastructure improvements; and 3) attract and secure new business investment to the property. (see attached Vision Statement).

We estimate the ultimate goal related to environmental remediation and infrastructure upgrades is \$50-70 million, over time. And we are making great progress in meeting that goal. To date, we have attracted over \$ 21 million in federal, state, and regional funds to support these activities and have \$ 17 million in outstanding pending applications, to support environmental remediation of the site, replace aged and obsolete infrastructure, and support business investment. Clearly, being successful in attracting new “revenue generating” business investment to the site, is highly dependent on our success in removing these environmental barriers and making needed infrastructure upgrades.

Following is a summary of how we are addressing each one of our strategic goals and their current status:

1. Environmental Remediation

To date, the Town of Lincoln and its subsidiaries have received over \$13 million in environmental assessment and remediation funding to support redevelopment of the former Lincoln Pulp and Tissue Mill, now referred to as the Lincoln Technology Park. A number of projects have already been completed, including the partial remediation of the Biofine parcel, removal of former Mill buildings 6 & 7 and the preparation of the asbestos containing materials (ACM) management area. Following is an update of current active projects. Campbell Environmental and Sevee & Maher Engineers (SME) are currently under contract to manage for the following Brownfields environmental remediation projects:

Biofine Parcel remediation

Funded by State DECD/DEP (\$738,000) – managed by Campbell Environmental:

- Capping petroleum saturated soils and incorporation of Woodex material has been completed.
- Eastern Maine Environmental (EME) to finish the ACM abatement of the Wastewater Treatment building roof.

Lincoln Parcel 2 Lagoon remediation

Funded by EPA (\$750,000) – managed by Campbell Environmental:

- Researched and sent sludge samples for determining best technique to dewater sludge.
- In process of cost analysis for various options for dewatering and disposal of sludge.
- SME's request for utilizing the sludge as Consolidation Area cover was declined; however, Rich spoke with Chris Redmond and Chris was going to see if he could get this re-evaluated and approved.
- Schedule Allstate and pumping of WWT building sump so final AST contents can be removed as part of the waste inventory & removal.
- ACM in Universal Waste building is still pending.

Lincoln P3 East Powerhouse demo and remediation

Funded by EPA (\$5,000,000) – managed by Campbell Environmental:

- ACM removal from building is on-going. EME is working to coordinate the disposal of a 30 cubic yards (CY), and a 40 CY roll off to the Consolidation Area.

Building #22/Scale shack demo and remediation

Funded by DECD/DEP/EMDC (\$425,000) - managed by Sevee & Maher:

- Cleanup & Demolition of the Eastern Portion of the Paper Mill (Building #22) and the Scale Shack.

Ongoing operation of the Asbestos Consolidation Area

Funded by DECD/DEP (\$1,000,000) – managed by Sevee & Mahar

- Overseeing operation and management of Asbestos consolidation area to accept asbestos containing materials on former mill site. SAG contracted to perform operations accepting and containing ACM.

2. Infrastructure Upgrades and Improvements

Road and Utility Improvements:

- The Town of Lincoln is the recipient of a \$3.5 million dollar grant from Congress to upgrade the aging infrastructure Depot Street into the mill site, to support its redevelopment. HUD is the administering agency.

- The Town has retained Haley Ward to assist with this effort, including design and construction specifications. We hope to start bidding this work out this winter, with construction starting in late spring.
- Another \$4 million for Scale St. infrastructure upgrades and improvements is has been approved by Congress. We are awaiting the contract documents from HUD. This work could be planned for the summer of 27.

Industrial Wastewater Facility:

- The Town is seeking to construct and operate an industrial wastewater treatment facility to support the Biofine project and other new development activity on the site.
- Last spring, the Maine Legislature passed a bill authorizing the creation of the Lincoln Mill Facilities District, to facilitate the financing, construction, and operation of the facility.
- The Economic development team is working with USDA, our legal team, and others to facilitate the best financing instruments.
- The Town has retained Haley Ward and Woodward & Curran to facilitate facility design and cost estimates.

Rail Improvements:

- The Town is seeking funding from Maine DOT to upgrade the rail sidings at the mill site to accommodate the future development needs of the facility. Accordingly, we plan to submit a grant request for \$500,000 for essential upgrades to support redevelopment efforts.

3. Securing New Business Investment

As a key cornerstone to the redevelopment effort, the Town's economic development team is working to encourage and realize new business investment on parcels that can be made available. Following are brief descriptions of current activities:

Lincoln Innovation Center:

- The Town, in partnership with the Lincoln Lakes Innovation Corporation (LLIC), is proposing to construct and operate the Lincoln Innovation Center; a combination small business incubator and workforce training facility at the LTP.
- We have a pending \$3.86 million grant application with the federal Economic Development Administration (approved at the regional level, awaiting national approval). As an update, we had a very good meeting with EDA staff last month and we appear to moving forward to funding, but under a different program,

which will require a bit more work for us (a new application with an updated budget), which is achievable.

- This 80% grant will be matched by other funding from the Maine Rural Development Authority and the Northern Border Regional Commission, for a total project cost of about \$4.6 million.

Biofine Developments Northeast:

- The Town has been working with Biofine Developments Northeast (BDNE) for several years to affect the construction of a state-of-the-art biorefinery, utilizing wood waste and related materials, for conversion to heating fuels and other residual chemicals.
- When realized, this project will result in over \$140 million in private sector investment to the LTP.
- The Town and BDNE have signed a twenty - year lease for approximately seven acres of land at the LTP, with expansion options. We are working on an amendment to that lease, which will expand their lease area.
- The Town has agreed to support this investment with financial assistance for site and area infrastructure upgrades.
- This project, when realized, will result in the creation of several hundred good paying jobs and provide significant new lease and tax revenues to the Town.

FORM Energy

- The Town and Form Energy have agreed to lease options for the company to construct the largest “grid-scale” battery storage facility in the world on approximately 50 acres on the former mill site.
- FORM is awaiting a final funding decision by the federal DOE to move forward with this \$300 million project.

4. Communications and Community Outreach:

In order to improve communications to the general public, we will be working with the Town's Communications Director to enhance our communications and community outreach efforts in 2026. This will include, but not be limited to the following activities:

- Enhancing the current Town website to discuss past and current activities and include regular updates on the mill site redevelopment effort.
- Developing and distributing a quarterly newsletter about the mill site and other economic and community development news; and
- Conduct an ongoing series of public outreach sessions to business, community and civic organizations.

- M O N T H L Y R E P O R T -

DATE: March 31, 2026
TO: Dennis Bullen, Interim Town Manager
FROM: Ann Morrison, Town Clerk
RE: March Monthly Report

ACTIVITIES: With the Primary Election coming in June, we have done a lot of certifying of registered voter signatures so candidates can appear on the ballot.

Just as my time on jury duty was coming to an end last month, I was notified by the RSU that they need a special election to be held on April 7th. It was short notice, but by holding an emergency meeting of the Council to approve the paperwork, I was able to be in compliance with Title 21-A (State Election law) in regards to absentee ballots, nursing home voting, and posting of necessary election materials to the public as required by law. The polls will be open from 9am to 7pm at Mattanawcook Academy. This election is a referendum for a security upgrade by adding a vestibule to the front of the school. More information can be found at www.rsu67.org. Evening Registrar hours were held at the town office on March 31st from 5pm to 7pm for the purpose of registering to vote for anyone not already registered or needing to make a name/address change.

We conducted absentee voting, at the three facilities in town that we are required to visit each election, in order to allow those residents, the chance to vote. We had one resident vote at one facility, three at another, and finally, twenty-six at the last facility. We enjoy going to these facilities to allow them their right to vote, but most importantly, they LOVE seeing us come into their home and they truly appreciate what we are doing for them.

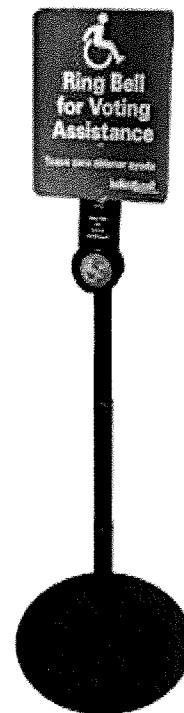
I continue to work on my FY2027 Clerk Department budget and am closing in on the

| Monthly Transactions | March FY26 |
|------------------------------------|-------------|
| Paid Trash Passes | 62 |
| Complementary Trash Passes | 169 |
| Refrigerator Disposal | 7 |
| Tire Disposal | 7 |
| Notary / Dedimus / Copy / Fax | 28 |
| Library Fees Reconciliation | 2 |
| Police Fines & Fees Reconciliation | 9 |
| Concealed Weapons Reconciliation | 6 |
| Demo / Shingle Permits | 58 |
| ATV / Snow sled Registrations | 2 |
| Boats | 16 |
| Hunting/Fishing | 6 |
| Certified Birth | 55 |
| Marriage Intentions | 3 |
| Certified Marriage | 11 |
| Death Certificate | 16 |
| Burial Transit / Disposition | 0 |
| Cemetery Lot Sales | 0 |
| Grave Openings | 0 |
| Real Estate Taxes | 318 |
| Lien Payment | 55 |
| Personal Property Taxes | 10 |
| Motor Vehicles | 486 |
| Dogs | 14 |
| Total | 1340 |
| Motor Vehicle Rapid Renewal | 37 |
| Boat Rapid Renewal | 8 |

finishing touches before it goes to the Town Manager for review.

TRAINING: Once again, my staff will be getting another program from a state agency to learn. This time it is an upgraded version of CVR, the statewide election program, we use to house election information. Each of us needs to complete two- 3 ½ hour sessions via Zoom on this newly upgraded program before they will allow us access to it. We took that training throughout the week of March 23-27 as well as on March 30th.

New for the April 7th Election: I try really hard to make voting accessible for our voters in Lincoln, but are at the mercy of our location. Because the Town of Lincoln does not own the high school, I can't just make changes that are more than simple things. What I can do, is set aside some money for small things I can purchase to make a voters experience a bit better. On April 7th, you will see a stand outside of the entrance door to the gym with a button to press. When the button is pressed, the voter will see a quick red light, signaling that it has been activated. Inside the building will be a box at the Registrar's table that will flash and make a sound. This light and sound is a signal to the election workers that someone outside needs help getting into the building. If you are someone with a wheelchair, crutches, cane, anything that makes it difficult for you to pull open the gym door and get yourself inside, this equipment is for you! Press the button, wait for an election worker to open the door, and you're in! I welcome your feedback after the election so I know what worked well or what we can do better.



M O N T H L Y R E P O R T

DATE: April 1, 202
TO: Dennis Bullen, Town Manager
FROM: Melissa Quintela, Treasurer
RE: March 2026

PROJECTS:

Tax bills were sent out this month and the increase in the cash flow was almost immediate. We sent out 70 letters on Tax Liens that were headed to automatic Foreclosure this month. We are now down to 43 accounts in the foreclosure status. I am still working with the owners attempting to setup payment arrangements so they can stay in their property. The State of Maine has changed the statute on how municipalities handle foreclosed properties. We must now attempt to contact area real estate broker or agent and list properties for sale at the highest reasonable price at which the property is anticipated to sell. The broker or agent cannot hold any elected or appointed office or be employed by the municipality. Any excess funds after all cost, liens and broker fees are paid will be returned to the former owner. If any properties are not sold within 12 months of listing or the agent chooses not to list a property, we will put the property out to bid.

Budget books are in process. This is always a long process ensuring that the booklet has the proper information to present to the Budget Committee and Town Council.

GENERAL ASSISTANCE:

We have had multiple General Assistance inquiries this month. Each appointment takes about 30 minutes to conduct the interview and then another 30 to 45 minutes of work after the client leaves the office.

We have completed our last Heating Assistance request of the year this month. We had 19 appointments and this included 45 individuals. We gave 100 gallons of fuel to each household. In total we paid \$6,297.75 this year, we received donations in the amount of \$6,200.00 this year so we are fortunate that over the past several years we had a small surplus in the account. We run the program from November 15 – April 1.

With April on the horizon so are electricity cut off notices. During the winter months, Versant is prohibited from cutting off electrical service. April 15th marks the start of the cut off period and residents who neglected to pay their electric bills over the winter will receive cut off notices.

TRAINING:

None

MONTHLY REPORT

DATE: April 3, 2026

TO: Dennis Bullen, Town Manager

FROM: Ruth E. Birtz, Economic Development Administrator and Assessor

RE: Monthly Report for March

Passport Activity:

Passport activity is listed below. With Melissa resigning, I am the only passport agent for the Town of Lincoln. I have requested training for Taylor Norris no less than 5 times since January with no response from Passport services.

| MONTH | FY20 | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 |
|---------------|------------|-----------|------------|------------|------------|------------|------------|
| July | 28 | 1 | 10 | 17 | 16 | 13 | 18 |
| August | 27 | 3 | 10 | 15 | 14 | 7 | 19 |
| September | 7 | 2 | 4 | 5 | 6 | 13 | 21 |
| October | 23 | 5 | 8 | 22 | 8 | 20 | 26 |
| November | 18 | 3 | 9 | 9 | 4 | 7 | 17 |
| December | 26 | 3 | 10 | 20 | 6 | 9 | 26 |
| January | 22 | 5 | 6 | 33 | 32 | 28 | 13 |
| February | 22 | 2 | 9 | 24 | 13 | 23 | 21 |
| March | 5 | 8 | 14 | 12 | 27 | 22 | 20 |
| April | 0 | 7 | 9 | 7 | 23 | 36 | |
| May | 0 | 7 | 7 | 17 | 19 | 23 | |
| June | 0 | 9 | 9 | 15 | 13 | 26 | |
| Totals | 178 | 55 | 105 | 196 | 181 | 227 | 181 |

Assessing:

I was out of the office on vacation and an extended stay in Florida as I had family members end up in the hospital with severe medical issues. While on vacation I still worked to ensure deadlines in Economic Development were met and requests from the Department of Revenue for audit documents were completed. I completed the annual turn around document that details the sales that occurred in Lincoln over the past fiscal year. There were 280 sales to review and certify to Revenue Services. This report is available for review on the Assessor's page on the website.

TIF Budget Report:

The numbers below reflect the actual amounts committed. Expenditures in Events and in Recreation are typically high. Summer activities mostly occur in July-August and Loon Fest is also in July. This is anticipated and typical. The actual TIF budget for this year is \$580,832.01. The amount listed reflects donations to offset the Loon Festival, reserves from FY2025 that were moved into budget for items budgeted for FY2025 that the invoices came in FY2026, and grant reimbursements anticipated.

Economic Development appears to be nearly expended. The TIF will be reimbursed for \$60,000 for an airport purchase that will cover expenditures for the remainder of the year.

| TIF-Rollins | Budget | Expended | Balance | % Budget | %Income received |
|--------------------------------|---------------------|---------------------|-------------------|------------|------------------|
| Events | \$86,243.99 | \$73,178.44 | \$13,065.55 | 84% | 50% |
| Economic Development | \$348,079.00 | \$342,775.03 | \$5,303.79 | 98% | |
| Communications Director | \$118,851.72 | \$68,028.98 | \$50,822.74 | 57% | |
| Debt Service | \$87,000.00 | \$71,784.60 | \$15,215.40 | 82% | |
| Utilities | \$14,000.00 | \$8,754.90 | \$5,245.10 | 63% | |
| Cemetery, Parks and Recreation | \$86,288.79 | \$53,693.24 | \$33,595.55 | 60% | |
| Totals Rollins | \$740,618.79 | \$618,215.19 | 1,22403.60 | 83% | |
| Reserve-dam | \$24,534.47 | \$2,283.60 | \$22,950.87 | 7% | |
| TIF Bangor Gas | \$64,644.08 | \$32,322.04 | \$32,322.04 | 50% | |
| TIF Lakeview Senior Housing | \$41,812.44 | \$20,906.22 | \$20,906.22 | 50% | |

Economic Development:

The current grant-loan-remediation efforts at the mill are listed in the following chart.

| Grant | Loan | Source | Status | Project Description |
|----------------------------|-----------|--------------|---|---|
| 205,000 | | MDF | Received and closed | Environmental Studies |
| 650,000 | | EPA | Received/closed | Environmental assessments |
| \$250,000 | \$250,000 | MDEP | Received/in process | Remediation Biofine parcel |
| \$366,250 | \$366,250 | MDEP | Received/ closed | Remediation of building 6&7 |
| \$750,000 | | EPA | Received/in process | Remediation of Lagoons and waste water treatment plants |
| \$194,000 \$50,000 | \$140,000 | EMDC DECD | Received /in process/Completed walk through and close out in April. | Remediation building #22 |
| \$70,000 | | EMDC | Received/closed out/completed | Permitting of Asbestos containment site |
| \$15,000 | \$15,000 | EMDC | Received/in process | Scale Shack remediation |
| \$1,550,000 (\$500,000) | \$500,000 | MDEP | submitted/and awarded a grant loan in a smaller amount | Construction of asbestos containment site |
| \$3,500,000 | | CDS | Received /Application has | Utility and road upgrades |

| | | | | |
|-------------|------------|----------|--|--|
| | | | been processed | Depot street entrance |
| \$5,000,000 | | EPA | Received/in process | Lot 3 Remediation |
| \$500,000 | | EPA | Approved in process, bids to be approved by Council | Community Wide Assessment |
| \$4,000,000 | | EPA | Submitted, denied will reapply next year. | Lot 3 West Remediation |
| \$4,000,000 | | EPA | Submitted and denied will reapply next year. | Lot 4 east Remediation |
| \$4,000,000 | | EPA | Submitted | Lot 4 West Remediation |
| \$400,000 | | EPA | Approved in process | Remainder of lot 2 remediation |
| 4,500,000 | | CDS 2025 | SEE NOTES | Utility and road upgrades Scale Road Entrance |
| 4,000,000 | | CDS 2026 | Approved, application in process | Utility and road upgrades Scale Road Entrance |
| | 15,000,000 | RDA | In process/approved/ walk through to close this in April | Waste water treatment plant |
| 3,700,000 | | EDA | Was approved. Program closed now reapplying under public works | Innovation center |
| 638,000 | | NBRC | Received/in process | Innovation Center |
| | \$500,000 | MTI | This application was denied. | Gap funding innovation Center |
| | \$450,000 | MDA | Submitted and approved | Gap funding innovation center |
| \$100,000 | | EPA | Received and work performed and administered by EPA | Planning Brownfield Remediation technical assistance |
| 250,000 | 200,000 | DECD | Application was for 1,000,000. Received half for remediation of another portion of building 22 | More cleanup of building 22 |
| | | | | |

Economic Development Table notes;

1. We are currently working on the RFPs for the reconstruction of Depot Street and the water and sewer lines into the Innovation Center and Biofine.
2. We have submitted a second CDS request for 5.4 million for infrastructure improvements on Scale Road. We received approval for 4.5 million. We will be starting on the HUD grant application to receive these funds.
3. The 638,000 NBRC grant that was requested for construction of the Innovation Center has been on hold for 4 years now. The primary reason was that \$638,000 would not be near enough to construct the facility. We are in process of applying to EDA for this. NBRC has approved our request to use this grant for furnishing the facility. We have been approved and given the go ahead to move forward with this.
4. Building 22 and the scale shack remediation efforts are complete. This was only for a portion of building 22.
5. The lagoons have been de-watered. The next step in this project is sludge removal.

6. We received a grant/loan for \$450,000 for continuing remediation of building 22.
- 7.3 EPA grants were submitted for \$4,000,000 each for different parcels on the mill site. Two have been denied, one is still pending.
8. We have submitted another grant to NBRC for \$1,000,000. This was for administration, this was denied.
9. Bids were sent out for the EPA community wide grant this month. This contract will be awarded at the April Town Council Meeting.
10. The EPA has approved our Nondiscrimination policy as it appears on the Web Site. This is a requirement for all EPA grants to have this adopted and posted on the recipients' web site.

MONTHLY REPORT

DATE: March 1, 2026

TO: Dennis Bullen, Town Manager

FROM: Amanda R. Woodard, Code Enforcement Officer #2187

RE: Code Enforcement March 2026

During the month of March, I participated in interviews for the new Code Enforcement Officer position, conducted jointly with the Assessing Department. Town Manager Dennis Bullen and I interviewed multiple candidates for both CEO and Assessing roles. We have identified a candidate who we believe will be an excellent fit for the team and will serve the Code Enforcement Department well.

In addition to regular duties, I continued work on the comprehensive **Code Enforcement Handbook** and accompanying **quick-reference cheat sheets** designed to support day-to-day operations in Lincoln. These materials aim to streamline internal processes, ensure consistency, and provide clear guidance for new staff or individuals relocating to Lincoln who may be unfamiliar with where to begin.

I have also been gathering information—some directly from residents—regarding properties in need of cleanup. At this time, there are **15 identified locations in the downtown area** that have been repeatedly noted as concerns. I plan to issue formal letters in mid-April. These letters will include information on the **Property Maintenance Ordinance**, instructions for obtaining a **free trash pass**, and guidance for residents who may be physically unable to clean up their property, including options for requesting assistance.

MONTHLY REPORT

DATE: March 1, 2026

TO: Dennis Bullen, Town Manager

FROM: Amanda R. Woodard, Code Enforcement Officer #2187

RE: Planning Board – March 2026

1. Below is a summary of Planning Board activity for the month of March. As a reminder, not all Land Use applications require Planning Board approval. This month, I approved one new Land Use License at the CEO level for a **Daycare** to open on Enfield Road, located next to Dr. Libby's office in the former Brawn house.

Planning Board Actions – March 2026

1. Site Plan Review – Pine View Holdings

2. **Location:** 10 Lindsay Street **Map/Lot:** Map 136, Lot 060 **Zone:** DR2 **Applicants:** Randi & Jeremy Arthurs **Project:** Relocation of *Evergreen Tax Inc.* to a residence to be renovated on Lindsay Street. **Notes:** Applicants were present to discuss renovation plans and the proposed business move.

2. Site Plan Review – Name TBD

3. **Location:** 31 School Street **Map/Lot:** Map 137, Lot 079 **Zone:** DR2 **Applicant:** Patricia Morris **Project:** Establishment of a small private gym within a large garage near the applicant's home. **Notes:** Plans include installation of a privacy fence.

MONTHLY REPORT

DATE: April 3, 2026
TO: Dennis Bullen, Interim Town Manager
FROM: Shawn Rogers, Events and Communications Director
RE: Monthly Report for March

Events:

On April 2 we had our Annual Comedy Fest at the Taphouse. We had a full lineup of 5 comics, one being a Lincoln resident. It was surprisingly not a sellout but I think the weather and it being on a Thursday had a lot to play with that. Unfortunately, both Ian Stuart and the Taphouse have very busy seasons and I had to adhere to their schedules. While this is unfortunate for me, it just means that both are becoming very successful.

Loonfest planning is underway. This year I'm going to unveiling a website to direct people to for information. This website will also give me another benefit for sponsorships. I'm currently compiling the list of targeted sponsors and will be sending out letters here in the next few weeks.

Communications:

Dennis and I sat down and have come up with a schedule for a monthly newsletter. It will be published the Monday following Council Meetings and will include a recap of the council meeting.


A newsletter about Economic Development will be coming out soon so keep on the lookout for that.

This summer, my plan is to really try to document and share the work being done at the Mill Site. This is a very exciting time for Lincoln.





P O L I C E M O N T H L Y R E P O R T

To: Dennis Bullen, Town Manager
From: Lee Miller - Police Chief 
Date: April 2nd, 2026
RE: Police Department Report for March 2026

Police Department Updates

Message from Chief Miller

We've made it through March—always a long month—but with it comes the promise of spring and summer just around the corner.

The department remained busy throughout the month, handling a wide range of calls while continuing to work toward full staffing. Hiring and training new officers is a deliberate process, but it's a necessary investment to ensure we have a strong, capable team out on the road serving the community.

At the same time, we've been focused on preparing next year's budget, carefully evaluating our needs to make sure the department is properly equipped and positioned moving forward.

In addition, I've continued working through the accreditation process for the department. We've made solid progress updating policies and completing required training. In April, I'll be conducting a thorough review to ensure everything is in place, with the goal of achieving accredited agency status by this summer.

Policies and Administrative



This month, we also celebrated International Women's Day. We are fortunate to have several incredible

Policies and Administrative Cont.

women in our department who make a meaningful impact on both the department and our community. Thank you to each of them for all that they do.

I recently received notice that the school department was considering eliminating the School Resource Officer position. I attended the school board's budget workshop the other night, and I'm pleased to report that, for now, the position remains in the budget.

Patrol and Detective Highlights

We handled several OUI cases this month, along with a significant traffic stop that resulted in the seizure of a large quantity of cash and illegal drugs. Please see the press release below for additional details.

Driver Arrested Following Report of Erratic Operation; Drugs, Firearm, and Cash Seized

On March 9, 2026, at approximately 7:30 a.m., officers responded to the area of West Broadway and Penobscot Valley Avenue following a report of an erratic driver. A caller reported that a black Mazda CX-50 bearing Massachusetts registration was swerving, speeding up and slowing down, and nearly leaving the roadway.

Officers located the vehicle stopped in the roadway near the intersection of West Broadway and River Road. The operator, later identified as Anthony Smith, 31, of Clifton, appeared to be unconscious behind the wheel.

After officers made contact, Smith exited the vehicle. During the interaction, officers observed suspected drug paraphernalia in plain view inside the vehicle. Further investigation revealed additional evidence of illegal drugs as well as a firearm.

A search of the vehicle resulted in the seizure of:

- Approximately 500 grams of suspected illegal drugs, which included cocaine, fentanyl, and methamphetamines

Patrol and Detective Highlights Cont.

- \$4,656 in U.S. currency
- A single-shot firearm
- Ammunition and additional drug paraphernalia

Smith was taken into custody and transported to the station for further investigation. Officers also conducted an investigation into operating under the influence. A drug recognition expert from the Brewer Police Department assisted with this evaluation.

Smith was ultimately charged with the following offenses:

- Aggravated Trafficking of Scheduled Drugs (Class A) – two counts



- Possession of a Firearm by a Prohibited Person (Class C)
- Criminal Operating Under the Influence – Drugs (Class D)
- Operating After Habitual Offender Revocation (Class D)

Following the investigation, Smith was transported to Penobscot County Jail.

Grants

We were fortunate to have our new evidence room installed thanks to a state grant, which will cover the entire cost of around \$22,000—meaning this upgrade came at no expense to our department. For a couple of weeks, we operated out of a temporary evidence space, but the installation team quickly set up the permanent room.

Grants Cont.

Since then, we've completed a full audit of all items, which are now properly secured in the new evidence room. Detective Jacobs is putting the finishing touches on the organization, and these improvements will make a significant difference in our operations. With this upgrade, we are well-positioned to move forward with our accreditation process in the coming months.



Community Outreach

We got a special visit to the station this month, Coach House stopped by with the girls basketball teams gold ball and we were honored to grab a photo with it.

Congratulations to the girls' basketball team and to the staff, parents, and others behind the scenes who made this possible.

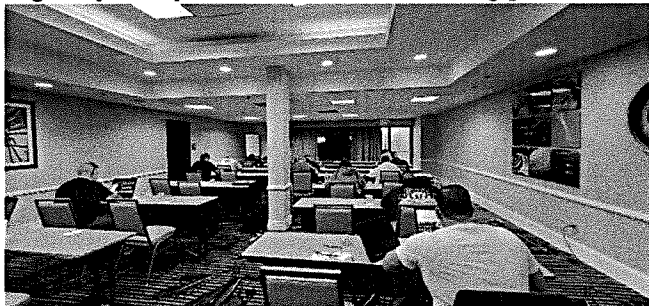


Trainings

This month, our department had the privilege of receiving a training on Officer Wellness from our department psychologist, Dr. Lewis Schollosser. Known to us as “Dr. Lew,” he has been a trusted partner for many years and serves as Managing Partner at the Institute for Forensic Psychology. Dr. Lew is highly respected in the law enforcement community and works with agencies across multiple states. He emphasized the critical importance of Officer Wellness, and after consulting with him, we are now ready to begin implementing our department-wide officer wellness checks.

We also want to congratulate Officer Mariah Morales on becoming a newly certified Drug Recognition Expert (DRE). Over the past month, Mariah devoted countless hours to training and hands-on experience, culminating in a trip to Florida to complete the final phase of her certification. This training was made possible through a Maine Highway Safety grant. Mariah is one of nine newly certified DREs who will play a vital role in assisting officers with impaired driving investigations.

As drug use continues to rise, we are fortunate to have officers like Mariah stepping up to take on this specialized training. Since returning, she has already completed her first DRE evaluation, exemplifying her dedication, professionalism, and commitment to keeping our community safe. We are grateful for the ongoing partnership with the Maine Bureau of Highway Safety, which makes this training possible.



Additionally, I've been participating in a Maine Municipal Leadership course that meets every couple of weeks over a five-week period. We have completed two sessions so far, and the course has already been extremely valuable in strengthening my leadership skills. It provides practical strategies for handling a wide range of real-world situations and challenges.

One of the most rewarding aspects of the class has been learning alongside other municipal professionals. The shared experiences, perspectives, and discussions offer meaningful insight that I can apply directly to my role and the department. Overall,

Monthly Stats: Law Incidents: 307, Traffic Stops: 93, Total Criminal Violations: 8

Training Cont.

this course is proving to be an excellent resource for professional growth and continued leadership development.

Staffing

Officer N. Milner and Officer House continue progressing through the Field Training Officer (FTO) program. Officer N. Milner is currently in the shadow phase, the final stage of the program, and is expected to begin solo patrols by mid-April.

Officer Manna and Officer Denlinger are approximately halfway through the police academy, which is an exciting milestone in their training. April will bring range weeks, during which they will focus on pursuit driving, OUI enforcement, and firearms proficiency.

LD Bills, New Laws, and Case Law

The LD 1784 bill has passed. As I've discussed previously, this legislation requires police departments to maintain public-facing policies—meaning the public must have the opportunity to access them. Under the law, there are 17 specific policies that must be made publicly available. The deadline for compliance appears to be January 2027.

Our department is already ahead of the curve: these policies are posted on our website. I've included all policies that do not pertain to sensitive operational procedures—such as responses to active shooter situations—ensuring transparency while maintaining necessary security and safety protocols.

Month Vehicle Information

This information is up to date information, and the link is always public-facing, so you can access it anytime. This is the easiest way to keep everyone informed.



Scan the QR code or use the link below.

<https://public.powerdms.com/LincolnMEPD/documents/2698415>

M O N T H L Y R E P O R T

DATE: April 2, 2026
TO: Dennis Bullen, Town Manager
FROM: George Briggs, Public Works Director
RE: March, FY26

ACTIVITIES:

The Month of March was a typical one for the Public Works Crews. The weather pattern continued to deliver air temperatures just below the freezing mark, thus maintaining the frozen precipitation accumulations. A total of 8 winter weather events occurred this month requiring deployments.

As is normally the case, this time of year sees the appearance of potholes in a number of area roads. The patch crew was deployed a total of 4 times this month performing repairs on multiple roads including but not limited to Frost Street, Reed Drive, Mohawk Road. This deployment practice will continue as needed thru the late winter and spring season. A fresh load of cold patch material was procured in preparation for additional patch work.

In any given winter, there are street signs that get knocked over or damaged by snow removal equipment. This year was no different and the sign crew was dispatched on 2 occasions to repair signs. Several more await repair or replacement and a sign order was placed toward the end of the month. Some of the repairs will require a new post and in order to install a sign post the ground will need to be thawed.

This year we had to steam multiple culverts on Park Avenue, Haynes Street and one on Penobscot Avenue. This is caused by plowing over ends of culverts and falling caused after having multiple up and down temperatures.

Some mechanical issues came up this month. Truck #9 experienced a hydraulic line failure the required a replacement. This hose was fabricated in house. Truck 2 also experienced some electrical problems resulting hauling it to Bangor shop.

The shop mechanic has done multiple oil changes for cruisers. Also, he has done fuel filters for the Fire Dept. Due to rust being in fuel tank.

With the warming temperatures and frost coming out of our town-maintained roads. All of our intown roads have been posted. Our bans will remain up until May 15 or all of the frost has come out of the ground and have dried out.

Our crews have been out putting bump signs up and filling frost heaves. At the worst locations around town. Crews have also been out cleaning the tops of basins off. Due to being covered with leaves and sand.

We also had to have crew help Joe Brown with removal of wires on High Street. In hopes of getting the old telephone poles removed from side walk.

**PUBLIC WORKS MONTHLY REPORT
CONTINUED....**

| March FY26 | | | |
|----------------|-------|---------|------------------|
| Equipment | Miles | Gallons | Miles Per Gallon |
| Truck #2 | 431 | 86.12 | 5.00 |
| Truck #6 | 141 | 36.75 | 3.84 |
| Truck #7 | 300 | 78.15 | 3.84 |
| Truck #8 | 826 | 101.03 | 8.18 |
| Truck #9 | 660 | 186.07 | 3.55 |
| Truck #12 | 396 | 97.51 | 4.06 |
| Truck #13 | 399 | 134.44 | 2.97 |
| Truck #14 | 0 | 0 | |
| | Hours | | |
| Case Backhoe | 43 | 47.36 | 1.10 |
| Hitachi Loader | 27.2 | 72.7 | 2.67 |

| | | |
|-----------------|------|--------|
| Total Trucks | 3153 | 720.07 |
| Total Equipment | 70.2 | 120.06 |

M O N T H L Y R E P O R T

DATE: March 30, 2026
TO: Town Manager
FROM: Ivan Cox, Transfer Station Director
RE: MARCH, FY2026

ACTIVITIES:

March weather has gotten progressively better which has allowed for some additional cleaning and organizing of the ground around the transfer station. We have had a busier month as residents are now cleaning their yard as well.

This month's totals in the recycling room are as follows, 18 bales of cardboard processed, 2 bales of newspaper, and a bale of colored plastic for a total of 21 bales in 23 days. We also had a metal pickup from AIMS recycling as well.

The burn pit was torched on 4 occasions almost once weekly as the need is beginning to expand with warmer weather approaching

Outside of the one pick up from Aims I have scheduled (March 30th) a shipment of cardboard, another of E waste and one for metal. Also notified for a freon extraction from air conditioner and fridgeration accumulated over the winter months

Shipments of SMW to Juniper Ridge facility for the month of march were 12 trips and a tonnage of 278 was attained. A few trips were heavier as the snow no longer accumulates amongst the refuse.

We had one electrical service completed to elevate using and extension cord on a continual basis, also removing a stray wire from the electrical box no longer in service.

All normal PM were performed and records are kept at the Facility

Materials Shipped:

The following table is a running tally of materials that left the facility this month. This table also reflects a running total for the Fiscal Year.

Materials Shipped

| Materials | MTD | FYTD | Comments |
|-------------------------|------------|-------------|------------------------|
| Cardboard | 46 Bales | 128 Bales | 1000lbs. per bale |
| Newsprint | | | 1700lbs. per bale |
| Plastic #2 | | | 700lbs. per bale |
| SOW | | | 780lbs. per bale |
| Light Iron & Tin | 2 Loads | 10 Loads | Tons vary per load |
| Glass | | | |
| Ash | | 8 Tons | 12-15 tons per load |
| | | | |
| | | | |
| Waste Oil | | 1,400 Gal | Gallons shipped |
| E-Waste * | 3600 LB | 12,700 LB | LB. of items shipped |
| Equipment Tires | | | Tons of items shipped |
| Freon Removal | 32 Units | 235 Units | # Of units |
| Fluorescent Bulbs Mixed | | 437 Bulbs | # Veolia for recycling |
| 4ft Bulbs | | 240 Bulbs | # Veolia for recycling |
| 8ft Bulbs | | 25 Bulbs | # Veolia for recycling |

**Juniper Ridge Landfill SMW Delivery Totals
Trash Tonnages**

Fiscal Year 2025

Fiscal Year 2026

| Month | Tons | Tipping | Cost | Month | Tons | Tipping | Cost |
|--------------|-----------------|----------------|----------------------|--------------|-----------------|----------------|---------------------|
| July | 404.22 | \$95.00 | \$ 38,400.90 | July | 330.08 | \$95.00 | \$31,357.60 |
| Aug | 349.32 | \$95.00 | \$ 33,185.40 | Aug | 285.02 | \$95.00 | \$27,076.90 |
| Sept | 332.71 | \$95.00 | \$ 31,607.45 | Sept | 355.22 | \$95.00 | \$33,745.90 |
| Oct | 334.24 | \$95.00 | \$ 31,752.80 | Oct | 341.86 | \$95.00 | \$32,476.70 |
| Nov | 295.71 | \$95.00 | \$ 28,092.45 | Nov | 280.70 | \$95.00 | \$26,666.50 |
| Dec | 296.45 | \$95.00 | \$ 28,162.75 | Dec | 287.31 | \$95.00 | \$27,294.45 |
| Jan | 281.18 | \$95.00 | \$ 26,712.10 | Jan | 265.38 | \$95.00 | \$27,559.83 |
| Feb | 238.20 | \$95.00 | \$ 22,629.00 | Feb | 230.53 | \$95.00 | \$27,790.36 |
| Mar | 296.07 | \$95.00 | \$ 28,126.65 | Mar | 278.23 | \$95.00 | 28,068.59 |
| Apr | 288.41 | \$95.00 | \$ 27,398.95 | Apr | | \$95.00 | |
| May | 388.5 | \$95.00 | \$ 36,907.50 | May | | \$95.00 | |
| June | 342.88 | \$95.00 | \$ 32,573.60 | June | | \$95.00 | |
| Total | 3,847.89 | \$95.00 | \$ 365,549.55 | | 2,654.33 | \$95.00 | \$262,036.83 |

M O N T H L Y R E P O R T

DATE: April 3, 2026
TO: Dennis Bullen, Town Manager
FROM: Ronald Weatherbee, Cemetery, Parks and Recreation Interim Director
RE: March 2026

ACTIVITIES:

Seasonal summer job offers will be sent out to our waterfront staff and to our parks & cemetery staff and recreation staff the first week of April to those that have expressed a desire to return for another summer. New job offers will be going out shortly after interviews conclude, later in April. Our waterfront staff has been exceptional over the past several years and I am confident they will continue to help make Prince Thomas Park a great place for community members to spend their summer. The recreation staff will return the majority of last year's employee with minimal new hires. The cemetery staff is also returning the majority of its employees from 2025, so they will undoubtedly hit the ground running to keep our parks, cemeteries and grounds looking beautiful when spring arrives. The summer pamphlet is being finalized for distribution so sign-ups for programs can begin.

This spring is sure to be a busy one for the Parks & Cemetery Crew. Their normal tasks of preparing our parks with picnic tables, trash cans, brush and leaf cleanup, sweeping sand off all the lawns, painting and general maintenance keep them plenty busy. We will also have stone placements, burial plans, lot sales, stone repairs from the frost and winter, as well as trees and bushes needing to be removed or worked on from the winter and high winds. The parks are already being used on the nice days that we have had in March.

The Walking School Bus will return for the spring edition, to get the kids out and walking to school. They will meet at Ballard Hill and walk as a group to Ella P. Burr starting the 7th of May. The kids love it, and the exercise and fresh air is a great start to the day. We hope to continue this until the end of the school year, with the help of school staff, parents, police and fire.

BUDGET:

At this point in time, the Department's budget is within its normal expenditures. A few lines are in question as we close in on the end of the fiscal year but we don't anticipate any major problems by the end of the fiscal year.

M O N T H L Y R E P O R T

DATE: MARCH 25TH , 2026

TO: Dennis Bullen Town Manager

FROM: Lauren A. Hakala- Library Director

RE: Monthly Report March for April 2026.

Library Activities:

The Children's Area: Children had a wonderful time at the Hot Chocolate Bar and were so excited about their stuffy sleep over adventures. Toward the end of the month Region III's EC program continues to delight us and draw such a crowd, we are honored to partner as a practice place for our neighboring EC Students. The next Region III Day is April 28th. Patrons in the Children's Area are enjoying the new games and simple crafts for the young ones. Lorna is getting ready to showcase the activities of the **Summer Reading Program; Un-Earth a Story** featuring Dinosaurs beginning Mid-June till Mid-August.

This Summer we will also welcome Tom Night, musician and puppeteer July 2nd as a Summer Reading Program Party. Tom Night has a library program that promises to delight all ages.

July 11-17 1976; It has been 50 years since our Library Time Capsule has been Created. We are hoping to celebrate this momentous occasion and open it!

Our Special Programs and Library Activities: May 14th we will be hosting Dale Ruth Sherburne who is a caregiver advocate, speaker and author. Her Book is called, Neither Wife nor Widow. "Drawing from twenty years of caring for her husband with early-onset dementia".

Much Gratitude for all who Parton the Library and create community regularly. Reading is the best remedy for "Cabin Whacky!" Spring is here!

On-Going Programs and Events:

For **Paton Choice Program:** Chris Davis and a circle of patrons have gathered for an ongoing workshop for one Wednesday Afternoon a Month from 3-5. Bonnie Dickinson continues to offer arts and crafts; next class is April 2nd @ 2:30-4, and maybe will add a second day on the 29th.

Book Club: Lorna's book this month is reading; Inheritance Game by Jennifer Lynn Barnes.

Homestead Forum News: April 21st 4:4 of The Seed Bundle Series. We had a request for pruning trees. Fortunately, we have access to these webinars and Cooperative Extension has Webinars for pruning.

Yarn Society News: Fridays at 3pm. *"This is a nice way to wrap up the week".*

Technology: Tech Support with Mary Saturday is April 11th 8:30-11:45 because we are open 8-12. Please come sign up at the front desk for a half hour or more if necessary and we have open spaces.

Friends of the Lincoln Memorial Library: Our Egg Hide and Seek is April 2nd in the morning down stairs and the afternoon upstairs. Yes, we will find eggs among the stacks for months to come. We are grateful that the Members of the Friends who keep the Big Book Shed active and the books moving. Books move from our stacks and donation piles to the monthly book sales and then onto the Big Book Sale in the Summer.

The Advisory Committee: A budget review of FY26; Leading us into FY 27. We have quite a lot to consider when looking closely at each area of spending. We are also carefully looking at our buying power, and streamlining this process. Like most years we are looking for places where we can conserve and still grow, respond our library's needs, and deal with the "growing pains" that has been reported for 10 or so years.

Personnel: We are sending Cathy and Lorna to their Maine Library Association Librarian Conference in May. This year's conference is at Thomas Collage. We provide the opportunity for two, and upon their return, we all will benefit from their renewed professional development, continued enthusiasm and inspiration for their work.

Equipment and Décor: *March Came in Like a Lamb and is Going Out Like a Lion.*

The estimates on our library doors have come in: Our doors 3:4 are safety concerns. The second part of the wireless antenna is part of our security system that is top priority in FY 26. Our Fire Door opening into the Furnace/Old Broiler Room will be scheduled to be replaced in FY27. Not far in our future, the stained sections of our rugs will be removed and replaced with a floor covering that works with our high traffic areas. Now that our Painting Project is complete, thanks to Tyler Gerkin, we can get our rugs clean in FY 27.

Our Capital plan requires a sprinkler system that is appropriate for a Library, doors and rugs. A great deal of research is needed to accomplish a sprinkler system in our historic building. We are currently looking into a grant that might cover such a task, please let us know if you or anyone catches sight of an appropriate grant for a fire suppression system appropriate for libraries.

Training: When Maine State Library reinstates the credentialing; we too can resume. In May, as mentioned above, we will be sending Cathy and Lorna to their Annual Maine Library Association Conference.

Statistics and Finances: FY 26 Budget was renewed with the Advisory Committee in March and recommendations for FY27 have been made. Annual

statistics for our MSL (2025) has been submitted. Our Annual Statistics; Annual Report for FY 26 will be here before we know it. All informs our decision making in FY 27. Our Budget Committee Meeting and Presentation is on April 21st.

As a direct result of our data collection, we can report that our programs for children and their families, as well as programs for adult Patrons and events are well attended. We feel it's because we offer them consistently and regularly. We are proud to report each month what the library has to offer and we advertise our activities in many ways. Free and accessible programming and events is our goal for all who live in Lincoln, and surrounding towns. For those who live outside of Lincoln, a way to support the library and all that we do, is to continue to becoming a member and renew your Library card each year. Our out-of-town rates are currently the price of a nice hard cover book. As a Public Place- regular programs, monthly events and a place to study, plug in for a zoom call or assistance with printing is available to everyone. Being met by friendly staff is yet another added reason to frequent the library.

Respectfully Submitted, Lauren A Hakala- Library Director.

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|------------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: March 26, 2026 |
|--------------------------------------|------------------------------|

Department: Town Clerk

Department #: 0101

Request:

Public Hearing- Renewal State Liquor License Application- Wing Wah Restaurant (0101)

Open a public hearing for the purpose of hearing oral and written comments on the proposed renewal State Liquor License Application for Wing Wah Restaurant.

Approve State Liquor License Application- Wing Wah Restaurant (0101)

Approve the renewal State Liquor License Application submitted by Wing Wah Restaurant.

Action Needed From Council: Conduct a public hearing and approve renewal license application

| | |
|---------------------------------|----------------|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: Yes | |
| If So What Dates: | April 13, 2026 |



Application Copy

File Number: 139757

Job Type: Renewal Application

LICENSE #

CAR-23-106240

APPLICATION DATE RECEIVED

2026-03-24

LICENSE TYPE

On-Premises: Beer, Wine & Spirits

LICENSEE

WING WAH RESTAURANT, INC.

AGENT NAME

EFFECTIVE DATE

2025-05-03

EXPIRES

2026-05-02

STATUS

Active

PREMISES NAME

WING WAH RESTAURANT

NEW SECONDARY LICENSE(S)

None selected

PREMISES TYPE

Class A Restaurant

PREMISES NAME

WING WAH RESTAURANT

OPERATOR

WING WAH RESTAURANT, INC.

PHYSICAL ADDRESS

60 MAIN ST LINCOLN ME 04457-1437

MAILING ADDRESS

60 MAIN ST LINCOLN ME 04457-1437

CONTACT NAME

HAO B CHEN

PREFERRED CONTACT METHOD

Email

CONTACT PHONE

(207) 794-3001

ALTERNATE PHONE

FAX

EMAIL

tlittlefield4@roadrunner.com

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

Answer "No" if you are a Sole Proprietor.

No

2. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

No

3. Is the applicant/licensee an individual, partnership, or association? (Not a corporation or LLC)

No

4. Are all licensees/applicants residents of the State of Maine?

Yes

5. Is your license for a club with a membership?

No

6. Is your license application for a vessel?

No

7. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

Yes

(document uploaded)

8. Do you have a license from the Office of the State Fire Marshal?
Contact (207) 626-3870 to determine whether licensure is necessary.

No

9. Will any law enforcement officer directly benefit financially from this license?

No

10 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

No

11 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

12 What is the full name and date of birth of the person managing this premises?

Hao Bin Chen 05/19/1966

13 Has any of the listed applicants, an immediate family member of an applicant, or an employed manager been denied a liquor license or had a liquor license revoked within the last 5 years?

No

14 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

15 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

16 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

17 Does the licensee/applicant have any arrangement such as a lease where rent is based on sales, an agreement where another party receives a portion of the revenue or profits from the business, or a right to acquire an ownership interest in the business?

No

18 At which address are your business records located?

60 main street, Lincoln, ME 04457

19 What will be your business hours? Please indicate each day's open and close times.

Sunday-Thursday, 11

:00am-9:00pm

Friday and Saturday 11am til 10:pm

20 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

Church 500ft

21 Is your application for a Hotel or Bed & Breakfast?

No

22 What is the gross food income for the licensure period that will end on the expiration date?

979,107.07

23 What is the gross income from beer, wine, and spirits for the licensing period ending on the expiration date?

118,927.02

24 Do you have a food menu?

Yes

(document uploaded)

25 How many seats do you have? Include indoor and outdoor seating.

Seating capacity of 110, bar Seating for 4

26 How many bathrooms do you have available to patrons?

1 ladies and 1 mens

27 Do you currently have any advertising or sponsorship agreements with a wholesale licensee or certificate of approval holder (including agreements for signage, naming rights, event sponsorships or branded areas)?

No

28 Describe each area of the premises where alcoholic beverages will be served, consumed, or stored.

Include all interior and exterior areas (e.g., dining rooms, bars, patios, decks, function rooms, etc.) and use names or labels that correspond to your submitted floor plan.

Dining room, bar area, alcohol stored in bar area

DOCUMENTS

| TYPE | FILE NAME | DESCRIPTION |
|---------------------|---|-------------|
| Premises Floor Plan | 177419887087745066318 80237920257.jpg | |
| Food Menu | Screenshot_20260322_12 4455_Facebook.jpg | |
| Food Menu | Screenshot_20260322_12 4447_Facebook.jpg | |
| Food Menu | Screenshot_20260322_12 | |

| | |
|--|---|
| | 4443_Facebook.jpg |
| Food Menu | Screenshot_20260322_12 4435_Facebook.jpg |
| Food Menu | Screenshot_20260322_12 4427_Facebook.jpg |
| Food Menu | Screenshot_20260322_12 4422_Facebook.jpg |
| Food Menu | Screenshot_20260322_12 4417_Facebook.jpg |
| Maine Health or Agriculture License | 20260317_131037.jpg |
| Supplemental Ownership Form | 177420007090446317258 64049935355.jpg |

APPLICANT

WING WAH RESTAURANT, INC.

DECLARATION

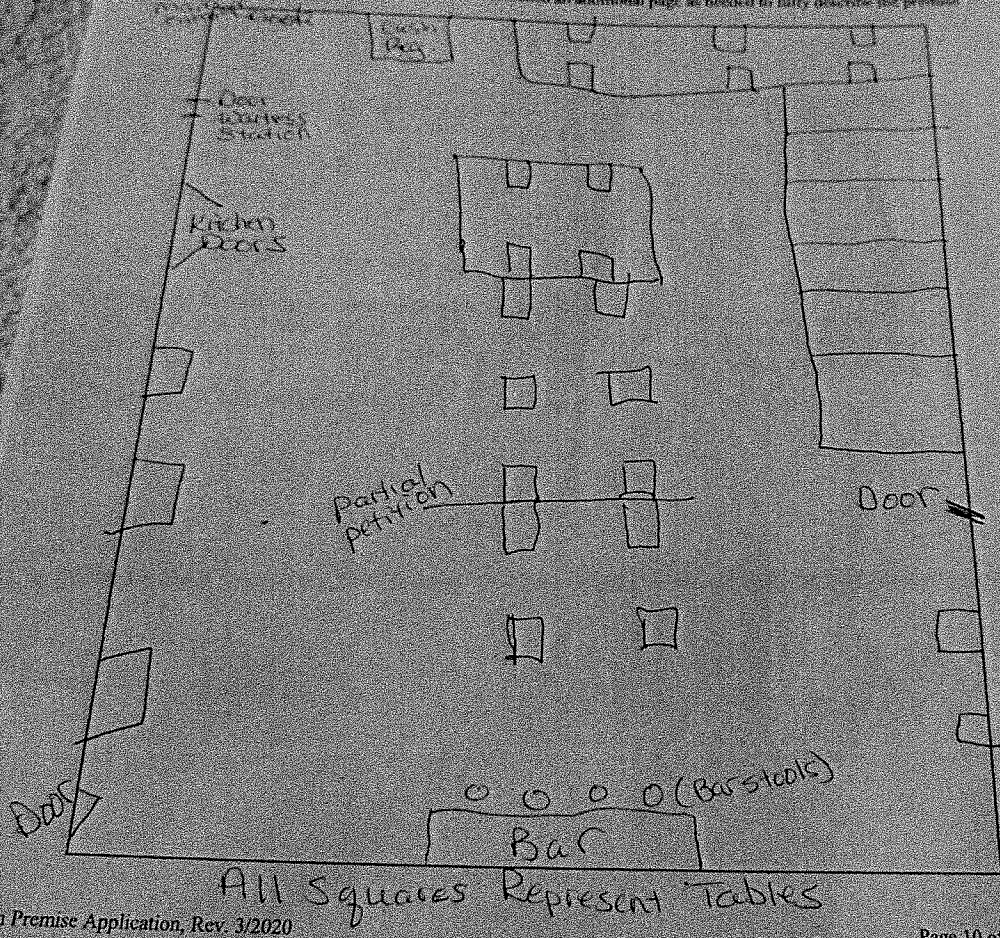
I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Section VI - Premises Floor Plan

In an effort to clearly define your business premises and the areas that accommodate and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premises to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. It may be labeled the following areas: entrance, office area, restrooms, storage areas, display cases, shelves, restrooms, point of sale area, area for an outside restaurant, dining rooms, event function rooms, lounges, outside work docks or any other areas on the premises that you are requesting approval. Attached an additional page as needed to fully describe the premises.



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Wing Wah Restaurant Inc.
2. Doing Business As, if any: Full Service dine-in take-out Restaurant
3. Date of filing with Secretary of State: Sept 25, 1988 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

| Name | Address (5 Years) | Date of Birth | Title | Percentage of Ownership |
|---------------------|--------------------------|---------------|---------|-------------------------|
| Hao Bin Chen | 10 Lindsay St Lincoln | 5-19-66 | owner | 100% |
| Tiffany Littbeffeld | 8 Creamery Ct Lincoln | 2-7-68 | manager | — |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

(Ownership in non-publicly traded companies must add up to 100%.)

Certificate Number: 2025-7-1
 Date: 2025-7-1
 Expiration: 305277
 Number: 105

Expired Date: 05/05/2026
 Issued Date: 05/05/2025
 Licensee Name: WING WAH RESTAURANT
 Licensee Address: 60 MAIN ST
 Licensee City: LINCOLN
 Licensee State: ME

ANAB
 NATIONAL ASSOCIATION OF ALCOHOL AND BEVERAGE INSPECTORS

Mark Raymond
 Executive Director
 2024 Alcohol Beverage Control Commission

**Please renew online:
www.maine.gov/online/hiplicensing**

This renewal is accurate to the best of my knowledge. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. Discovery of deliberate falsification of information is sufficient cause not to renew a license after a license is issued and may subject the individual to penalties, fines and other sanctions authorized by licensing statutes and rules, as well as the imposition of any other penalties, fines and sanctions provided by law.

Your business corporation must be in good standing with the Secretary of State and all State Licensing Boards.

**Special requirements documentation can be sent via mail to our return address, faxed to 207-287-3165 or emailed to:*

HIPLicensing.DHHS@maine.gov

Please be sure to write your EST ID # on all correspondence.

**If you postmark your renewal before your expiration date, you do not need to add a late fee.*

Attention: If you are no longer operating, please contact our office so we may close your establishment in our database.

Notice of Late Fees: Licensee Name (DBA): **WING WAH RESTAURANT**

Within 30 days of expiration: \$25 Location Street: 60 MAIN ST

Over 30 days expired: Add an add'l Location City: LINCOLN

\$100 for a total late fee of \$125. Contact Email: TLITTLEFIELD4@ROADRUNNER.COM

Owner: WING WAH RESTAURANT INC

If seasonal, answer the following:

Begin date: _____ License Type: EATING PLACE TIER 3

End date: _____ Telephone: 207-794-3001

Contacts cell # 207-463-3105

Units, if applicable: 110 Seats (in)

License Expires: 05/05/2026

Do you sell liquor? No Yes EST ID #: 3179 PIN #: 8772

License Fee: \$300.00

***Special Requirements:**

Eating Establishments, please take note: Your license will not be issued unless a valid Certified Food Protection Manager (CFPM) certificate is provided along with the renewal for your annual license.

Tattooists, Body Piercers & Micropigmentation practitioners, please take note: Your license will not be issued unless you provide a blood borne pathogen certificate taken within the last three years along with your renewal.





12:44

5G+ 80



16 of 36



Fried Rice

| | |
|-----------------------------------|-------|
| Vegetarian Fried Rice..... | 11.75 |
| Mushroom Fried Rice..... | 11.95 |
| Roast Pork Fried Rice..... | 12.15 |
| Chicken Fried Rice..... | 12.15 |
| Beef Fried Rice..... | 12.45 |
| Shrimp Fried Rice..... | 12.45 |
| Ham Fried Rice..... | 12.15 |
| Subgum Roast Pork Fried Rice..... | 12.95 |
| Wing Wah Fried Rice..... | 13.35 |
| Lobster Fried Rice..... | 16.95 |

Egg Foo Young

| | |
|-------------------------------|-------|
| Vegetarian Egg Foo Young..... | 12.95 |
| Roast Pork Egg Foo Young..... | 13.50 |
| Beef Egg Foo Young..... | 13.75 |
| Chicken Egg Foo Young..... | 13.25 |
| Shrimp Egg Foo Young..... | 13.35 |
| Ham Egg Foo Young..... | 13.35 |
| Mushroom Egg Foo Young..... | 12.95 |
| Lobster Egg Foo Young..... | 18.95 |

Chop Suey

| | |
|-------------------------------|-------|
| Mushroom Chop Suey..... | 12.75 |
| Beef Chop Suey..... | 12.95 |
| Chicken Chop Suey..... | 12.55 |
| Shrimp Chop Suey..... | 12.95 |
| Roast Pork Chop Suey..... | 12.45 |
| Vegetarian Chop Suey..... | 12.95 |
| Subgum Chicken Chop Suey..... | 12.45 |
| Subgum Pork Chop Suey..... | 12.75 |
| Subgum Beef Chop Suey..... | 13.25 |
| Subgum Shrimp Chop Suey..... | 13.25 |

Sweet & Sour

| | |
|------------------------------|-------|
| Sweet and Sour Pork..... | 13.95 |
| Sweet and Sour Shrimp..... | 19.45 |
| Sweet and Sour Chicken..... | 14.50 |
| Wing Wah Sweet and Sour..... | 18.75 |

Pork

| | |
|----------------------------------|-------|
| ork w. Cashew Nuts..... | 15.45 |
| Mushroom and Pork Chow Yoke..... | 15.50 |
| Roast Pork & Chinese Yegs..... | 15.45 |
| Roast Pork & Pea Pods..... | 15.55 |
| Roast Pork and Broccoli..... | 15.45 |
| Hawaiian Pork..... | 16.95 |

Chow Mein

| | |
|-------------------------------|-------|
| Vegetarian Chow Mein..... | 11.95 |
| Pork Chow Mein..... | 12.25 |
| Beef Chow Mein..... | 12.95 |
| Chicken Chow Mein..... | 12.45 |
| Shrimp Chow Mein..... | 12.95 |
| Mushroom Chow Mein..... | 12.25 |
| Subgum Chicken Chow Mein..... | 12.75 |
| Subgum Pork Chow Mein..... | 12.95 |
| Subgum Beef Chow Mein..... | 13.00 |
| Subgum Shrimp Chow Mein..... | 13.25 |
| Wing Wah Chow Mein..... | 15.95 |

Beef

| | |
|------------------------------------|-------|
| Beef and Cashew Nuts..... | 18.95 |
| Beef and Mushroom Chow Yoke..... | 18.95 |
| Beef and Pea Pods..... | 17.25 |
| Green pepper Steak with Onion..... | 15.95 |
| Pepper Steak with Tomato..... | 15.45 |
| Beef with Broccoli..... | 15.95 |
| Beef w Mixed Chinese..... | 16.50 |
| Tahiti Beef..... | 16.95 |

Lo Mein

| | |
|-------------------------|-------|
| Chicken Lo Mein..... | 14.15 |
| Beef Lo Mein..... | 14.25 |
| Shrimp Lo Mein..... | 14.25 |
| Roast Pork Lo Mein..... | 13.75 |
| Wing Wah Lo Mein..... | 15.00 |
| Vegetarian Lo Mein..... | 13.25 |

Chicken

| | |
|------------------------------|-------|
| Moo Goo Gai Pan..... | 15.75 |
| Hon See Gai..... | 16.95 |
| Ho Yo Gai Poo..... | 17.25 |
| Chicken and Broccoli..... | 15.75 |
| Sautered Chicken..... | 15.75 |
| Chicken w Snow Pea Pods..... | 16.75 |
| Chicken w Cashew Nuts..... | 16.95 |
| Chicken w Chinese Veg..... | 16.95 |
| Chicken w Pineapple..... | 16.95 |

Seafood

| | |
|-------------------------------------|-------|
| Shrimp w Cashew Nuts..... | 17.25 |
| Lobster Sauce..... | 12.75 |
| Shrimp w Lobster Sauce..... | 17.95 |
| Butterfly Shrimp w Chinese Veg..... | 20.25 |
| Shrimp w Pea Pods..... | 18.95 |
| Hon Sui Scallops..... | 20.75 |
| Imperial Sea Food..... | 25.50 |
| Scallops & Lobster Sauce..... | 19.90 |
| Shrimp w Broccoli..... | 18.95 |
| Seafood Chow Mein..... | 27.95 |

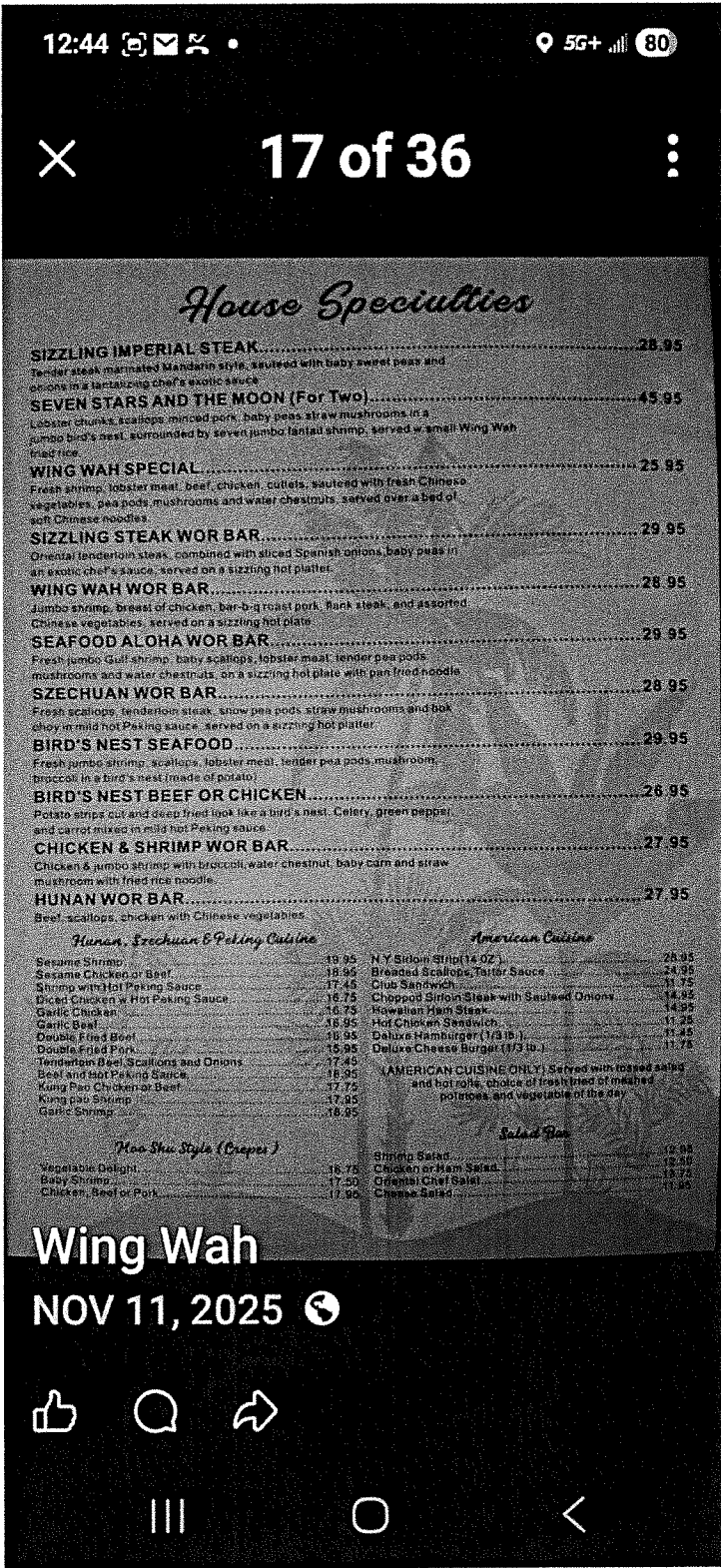
Side Orders

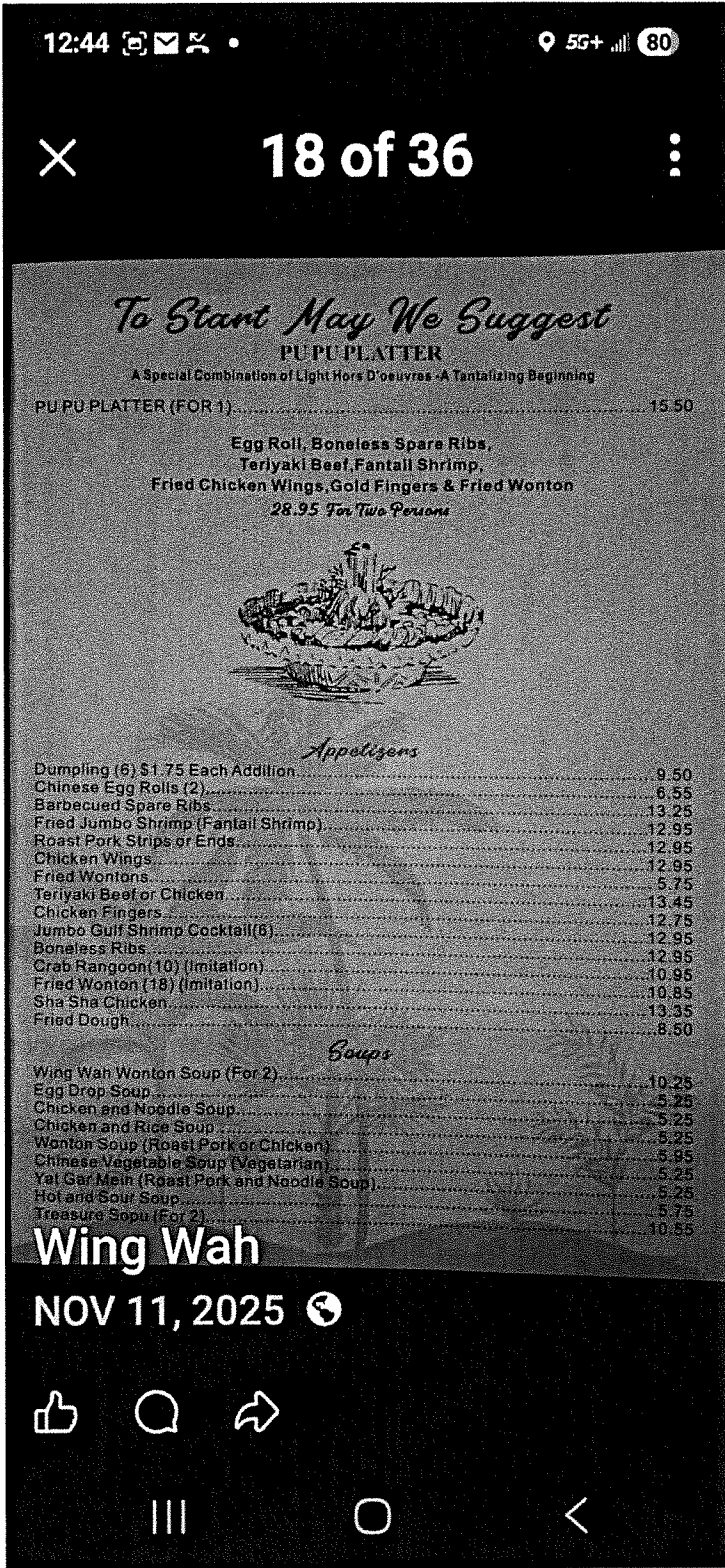
| | |
|-------------------------------|---------------|
| White Rice..... | 5.00 |
| Crispy Chow Mein Noodles..... | 4.50 |
| Pan Fried Noodles..... | 5.25 |
| Mushrooms with Gravy..... | 5.50 |
| Mixed Chinese Vegetable..... | 11.75 |
| Snow pea Pods..... | 11.95 |
| Sweet and Sour Sauce..... | 5.00 |
| Gravy..... | 4.50 |
| French Fries..... | 13.95 / 14.50 |
| Small Tossed Salad..... | 15.95 / 14.25 |

Wing Wah

NOV 11, 2025







12:44 5G+ 80

19 of 36

WING WAH

Chinese & Polynesian Restaurant & Lounge

DAILY HOURS 11am to 9pm • FRIDAY & SATURDAY 11am to 10pm • We Cook With MSG

Dinner Combination Plates

SERVED ALL DAY EVERY DAY!

| | |
|--|-------|
| D.1 Four Happiness, Teriyaki Beef, Pork Fried Rice | 19.95 |
| D.2 Garlic Chicken, Teriyaki Beef, Pork Fried Rice | 17.50 |
| D.3 Pepper Steak with Onion, Egg Roll, Pork Fried Rice | 17.35 |
| D.4 Shrimp Chow Mein, Gold Fingers, Pork Fried Rice | 17.00 |
| D.5 Egg Foo Young, Chicken Wings, Pork Fried Rice | 16.50 |
| D.6 Chicken Chop Suey, Teriyaki Beef, Pork Fried Rice | 17.20 |
| D.7 Sweet and Sour Pork, Boneless Ribs, Pork Fried Rice | 17.10 |
| D.8 Sweet and Sour Chicken, Egg Roll, Pork Fried Rice | 17.15 |
| D.9 Egg Roll, Pork Strips, BBQ Spare Ribs, Pork Fried Rice | 17.70 |
| D.10 Roast Pork Chow Mein, Gold Fingers, Pork Fried Rice | 16.70 |
| D.11 Chicken Chow Mein, Gold Fingers, Pork Fried Rice | 16.70 |
| D.12 Boneless Ribs, Teriyaki Beef, Gold Fingers, Pork Fried Rice | 17.70 |
| D.13 Beef and Mushroom, Chicken Wings, Pork Fried Rice | 17.10 |
| D.14 Chicken and Broccoli, Boneless Ribs, Pork Fried Rice | 17.15 |
| D.15 Beef and Broccoli, Egg Roll, Pork Fried Rice | 17.20 |
| D.16 Chicken Wings, Teriyaki Beef, BBQ Spare Ribs, Pork Fried Rice | 17.70 |
| D.17 Moo Goo Gai Pan, Egg Roll, Pork Fried Rice | 17.25 |
| D.18 Chicken Lo Mein, Boneless Ribs, Pork Fried Rice | 17.20 |
| D.19 Teriyaki Chicken, Crab Rangoons, Boneless Ribs, Pork Fried Rice | 17.70 |
| D.20 Beef Chop Suey, Teriyaki Chicken, Pork Fried Rice | 17.20 |
| D.21 Beef Lo Mein, Gold Fingers, Pork Fried Rice | 17.15 |
| D.22 Beef and Broccoli, Boneless Ribs, Pork Fried Rice | 17.70 |
| D.23 Sesame Chicken, Crab Rangoons, Pork Fried Rice | 19.00 |
| D.24 Sha Sha Chicken, Egg Roll, Gold Fingers, Pork Fried Rice | 17.70 |
| D.25 Shrimp Lo Mein, Gold Fingers, Pork Fried Rice | 17.15 |
| D.26 Chicken Wings, Gold Fingers, Crab Rangoons, Pork Fried Rice | 17.70 |
| D.27 Salt and Pepper Chicken, Egg Roll, Pork Fried Rice | 18.25 |
| D.28 Teriyaki Beef, Teriyaki Chicken, Crab Rangoons, Pork Fried Rice | 19.50 |
| D.29 Chicken and Chinese Vegetables, Teriyaki Beef, Pork Fried Rice | 17.70 |
| D.30 Beef and Chinese Vegetables, Chicken Wings, Pork Fried Rice | 17.70 |
| D.31 Pork Chow Mein, Egg Roll, Pork Fried Rice | 16.50 |
| D.32 Subgum Pork Chow Mein, Chicken Wings, Pork Fried Rice | 16.70 |
| D.33 Chicken and Peking Sauce, Egg Roll, Pork Fried Rice | 17.20 |
| D.34 Beef and Pez Poda, Chicken Wings, Pork Fried Rice | 17.15 |
| D.35 Shrimp with Lobster Sauce, Chicken Wings, Pork Fried Rice | 18.70 |
| D.36 Velvet Chicken, Teriyaki Beef, Pork Fried Rice | 19.10 |
| D.37 Kung Pao Beef, Chicken Wings, Pork Fried Rice | 19.50 |
| D.38 Kung Pao Chicken, Egg Roll, Pork Fried Rice | 19.50 |
| D.39 General Tsos Chicken, Crab Rangoon, Pork Fried Rice | 19.25 |
| D.40 Cashew Chicken, Teriyaki Beef, Pork Fried Rice | 18.50 |
| D.41 Vegetable Lo Mein, Crab Rangoon, Pork Fried Rice | 18.70 |
| D.42 Teriyaki Beef, Boneless Ribs, Crab Rangoon, Pork Fried Rice | 17.70 |
| D.43 Teriyaki Beef, Teriyaki Chicken, Chicken Wings, Pork Fried Rice | 19.20 |
| D.44 Teriyaki Beef, Crab Rangoon, Chicken Wings, Pork Fried Rice | 17.70 |
| D.45 Mixed Vegetables, Crab Rangoon, Pork Fried Rice | 18.70 |
| D.46 Wing Wah Lo Mein, Crab Rangoon, Pork Fried Rice | 18.70 |
| D.47 Pineapple Chicken, Teriyaki Beef, Pork Fried Rice | 18.50 |
| D.48 Shrimp with Broccoli, Teriyaki Beef, Pork Fried Rice | 19.70 |
| D.49 Teriyaki Beef, Teriyaki Chicken, Sha Sha Chicken, Pork Fried Rice | 19.50 |
| D.50 Teriyaki Beef, Teriyaki Chicken, Chicken Wings, Pork Fried Rice | 19.30 |

Wing Wah

NOV 11, 2025

FOR LOST ARTICLES

3

12:44 5G+ 80

20 of 36

WING WAH Cantonese & Polynesian Restaurant & Lounge

DAILY HOURS 11am to 9pm • FRIDAY & SATURDAY 11am to 10pm • We Cook With MSG

Special Luncheon Menu
Served Monday, Saturday 11am to 4pm

Business Person's Special
(White Rice Served with Your Choice of Topping)

| | |
|--------------------------------------|---------------------------------------|
| Chicken w. Straw Mushroom..... 11.45 | Chicken w. Pea Pods..... 12.25 |
| Combo Seafood..... 12.55 | Diced Beef w. Oyster Sauce..... 11.95 |

Wing Wah Combination Plates

| |
|--|
| L.1. Pork Chow Mein, Egg Roll, Fried Rice..... 11.95 |
| L.2. Subgum Pork Chow Mein, Chicken Wings, Fried Rice..... 11.25 |
| L.3. Pepper Steak w. Onion, Egg Roll, Fried Rice..... 12.25 |
| L.4. Shrimp Chow Mein, Gold Finger, Fried Rice..... 12.25 |
| L.5. Egg Foo Young, Chicken Wings, Fried Rice..... 11.75 |
| L.6. Chicken Chop Suey, Teriyaki Beef, Fried Rice..... 12.45 |
| L.7. Sweet and Sour Pork, Boneless Ribs, Fried Rice..... 12.15 |
| L.8. Sweet and Sour Chicken, Egg Roll, Fried Rice..... 12.55 |
| L.9. Egg Roll, Pork Strip, Spare Ribs, Fried Rice..... 12.75 |
| L.10. Roast Pork Chow Mein, Gold Finger, Fried Rice..... 11.75 |
| L.11. Chicken Chow Mein, Gold Finger, Fried Rice..... 11.75 |
| L.12. Boneless Ribs, Teriyaki Beef, Gold Finger, Fried Rice..... 12.95 |
| L.13. Beef w. Mushrooms, Chicken Wings, Fried Rice..... 12.25 |
| L.14. Chicken and Broccoli, Boneless Ribs, Fried Rice..... 12.75 |
| L.15. Beef and Peking Sauce, Egg Roll, Fried Rice..... 12.95 |
| L.16. Chicken Wings, Spare Ribs, Teriyaki Beef, Fried Rice..... 12.95 |
| L.17. Moo Goo Gar pan, Egg Roll, Fried Rice..... 12.50 |
| L.18. Chicken Lo Mein, Boneless Ribs, Fried Rice..... 12.25 |
| L.19. Teriyaki Chicken, Crab Rangoon, Boneless Ribs, Fried Rice..... 12.75 |
| L.20. Beef Chop Suey, Teriyaki Chicken, Fried Rice..... 11.95 |
| L.21. Beef Lo Mein, Gold Finger, Fried Rice..... 12.55 |
| L.22. Beef and Broccoli, Boneless Ribs, Fried Rice..... 12.75 |
| L.23. Sesame Chicken, Crab Rangoon, Fried Rice..... 13.25 |
| L.24. Sha Sha Chicken, Gold Finger, Egg Roll, Fried Rice..... 12.75 |
| L.25. Shrimp Lo Mein, Gold Finger, Fried Rice..... 12.75 |
| L.26. Chicken Wings, Gold Finger, Crab Rangoon, Fried Rice..... 12.75 |
| L.27. Salt and Pepper Chicken, Egg Roll, Fried Rice..... 13.45 |
| L.28. Teriyaki Beef, Teriyaki Chicken, Crab Rangoon, Fried Rice..... 13.95 |
| L.29. Chicken Wings, Crab Rangoon, Egg Roll, Pork Fried Rice..... 12.75 |
| L.30. Kung Pao Chicken, Egg Roll, Pork Fried Rice..... 13.90 |
| L.31. Wing Wah Lo Mein, Crab Rangoon, Pork Fried Rice..... 12.75 |
| L.32. Teriyaki Beef, Boneless Rib, Crab Rangoon, Pork Fried Rice..... 12.75 |
| L.33. Teriyaki Beef, Teriyaki Chicken, Chicken Fingers, Pork Fried Rice..... 13.25 |
| L.34. Teriyaki Beef, Chicken Wings, Crab Rangoon, Pork Fried Rice..... 12.75 |
| L.35. Shrimp and Lobster Sauce, Chicken Wings, Pork Fried Rice..... 12.95 |
| L.36. Velvet Chicken, Teriyaki Beef, Fried Rice..... 12.85 |

Wing Wah Special Dishes
(Served with White Rice or Fried Rice)

| | |
|--------------------------------------|-------------------------------------|
| Chicken w. Garlic Sauce..... 12.15 | Chicken w. Peking Sauce..... 12.15 |
| Beef w. Chinese Vegetable..... 12.15 | Beef and Snow Pea Pod..... 12.25 |
| Mixed Chinese Vegetables..... 10.75 | Double Fried Pork..... 12.15 |
| Hon Sze Scallops..... 13.25 | Subgum Chicken Chow Mein..... 11.75 |
| Tahini Beef..... 12.45 | |

American Dishes

| | |
|---------------------------------------|--|
| Ham Steak and French Fries..... 12.25 | Club Sandwich (Bacon and Chicken)..... 10.75 |
| Hot Beef Deluge..... 10.25 | Bacon, Lettuce and Tomato Sandwich..... 8.00 |
| Hot Chicken Deluge..... 10.50 | Grilled Cheese Sandwich..... 6.75 |
| Hot Beef Deluge..... 13.25 | Hot Chicken Sandwich..... 9.95 |

Wing Wah

NOV 11, 2025

Minimum Charge \$2.00 - NOT RESPONSIBLE FOR LONG ARTICLES

4

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|-----------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: April 6, 2026 |
|--------------------------------------|-----------------------------|

Department: Town Clerk

Department #: 0101

Request:

Public Hearing- Renewal State Liquor License Application- Heart of Maine Winery, LLC (0101)

Open a public hearing for the purpose of hearing oral and written comments on the proposed renewal State Liquor License Application for Heart of Maine Winery, LLC.

Approve State Liquor License Application- Heart of Maine Winery, LLC (0101)

Approve the renewal State Liquor License Application submitted by Heart of Maine Winery, LLC.

Action Needed From Council: Conduct a public hearing and approve renewal license application

| | |
|---------------------------------|----------------|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: Yes | |
| If So What Dates: | April 13, 2026 |



Application Copy

File Number: 143791

Job Type: Renewal Application

LICENSE #

RES-24-106650

APPLICATION DATE RECEIVED

2026-04-05

LICENSE TYPE

On-Premises: Beer Only

LICENSEE

Heart of Maine Winery, LLC

AGENT NAME

EFFECTIVE DATE

2025-05-30

EXPIRES

2026-05-29

STATUS

Active

PREMISES NAME

Heart of Maine Winery, LLC

NEW SECONDARY LICENSE(S)

None selected

PREMISES TYPE

Restaurant (not Class A)

PREMISES NAME

Heart of Maine Winery, LLC

OPERATOR

Heart of Maine Winery, LLC

PHYSICAL ADDRESS

27 SCHOOL ST LINCOLN ME 04457-1430

MAILING ADDRESS

27 SCHOOL ST LINCOLN ME 04457-1430

CONTACT NAME

Lester Charles Martin II

PREFERRED CONTACT METHOD

Email

CONTACT PHONE
(207) 944-0159

ALTERNATE PHONE

FAX

EMAIL

BMARTIN0403@GMAIL.COM

QUESTIONS

On-Premises: Beer Only

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

Answer "No" if you are a Sole Proprietor.

Yes

20191841DC

2. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

Yes

Heart Of Maine Winery-Small Winery

3. Is the applicant/licensee an individual, partnership, or association?
(Not a corporation or LLC)

No

4. Are all licensees/applicants residents of the State of Maine?

Yes

5. Is your license for a club with a membership?

No

6. Is your license application for a vessel?

No

7. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

Yes
(document uploaded)

8. Do you have a license from the Office of the State Fire Marshal? Contact (207) 626-3870 to determine whether licensure is necessary.

No

9. Will any law enforcement officer directly benefit financially from this license?

No

10 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

No

11 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

12 What is the full name and date of birth of the person managing this premises?

Beth Marie Martin 03/25/1970

13 Has any of the listed applicants, an immediate family member of an applicant, or an employed manager been denied a liquor license or had a liquor license revoked within the last 5 years?

No

14 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

15 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

16 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

17 Does the licensee/applicant have any arrangement such as a lease where rent is based on sales, an agreement where another party receives a portion of the revenue or profits from the business, or a right to acquire an ownership interest in the business?

No

18 At which address are your business records located?

27 School St
Lincoln ME 04457

19 What will be your business hours? Please indicate each day's open and close times.

Friday-Sunday by appointment or for events

20 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

Mattanawcook Jr High- .10 Miles
First Congregational Church- .03 Miles

21 Is your application for a Hotel or Bed & Breakfast?

No

22 What is the gross food income for the licensure period that will end on the expiration date?

\$538

23 What is the gross income from beer, wine, and spirits for the licensing period ending on the expiration date?

\$25,900

24 Do you have a food menu?

No

25 How many seats do you have? Include indoor and outdoor seating.

15-20

26 How many bathrooms do you have available to patrons?

1

27 Do you currently have any advertising or sponsorship agreements with a wholesale licensee or certificate of approval holder (including agreements for signage, naming rights, event sponsorships or branded areas)?

No

28 Describe each area of the premises where alcoholic beverages will be served, consumed, or stored.

Include all interior and exterior areas (e.g., dining rooms, bars, patios, decks, function rooms, etc.) and use names or labels that correspond to your submitted floor plan.

Tasting room and seasonal patio area

DOCUMENTS

| TYPE | FILE NAME | DESCRIPTION |
|-------------------------------------|-----------------------------|---------------------|
| Maine Health or Agriculture License | Agriculture License (2).pdf | Agriculture License |

Premises Floor Plan

Winery Diagram with
Patio.pdf

Diagram

Supplemental Ownership Form

102 Supplemental
Ownership Form and
Affidavit-2.pdf

Supplemental Ownership

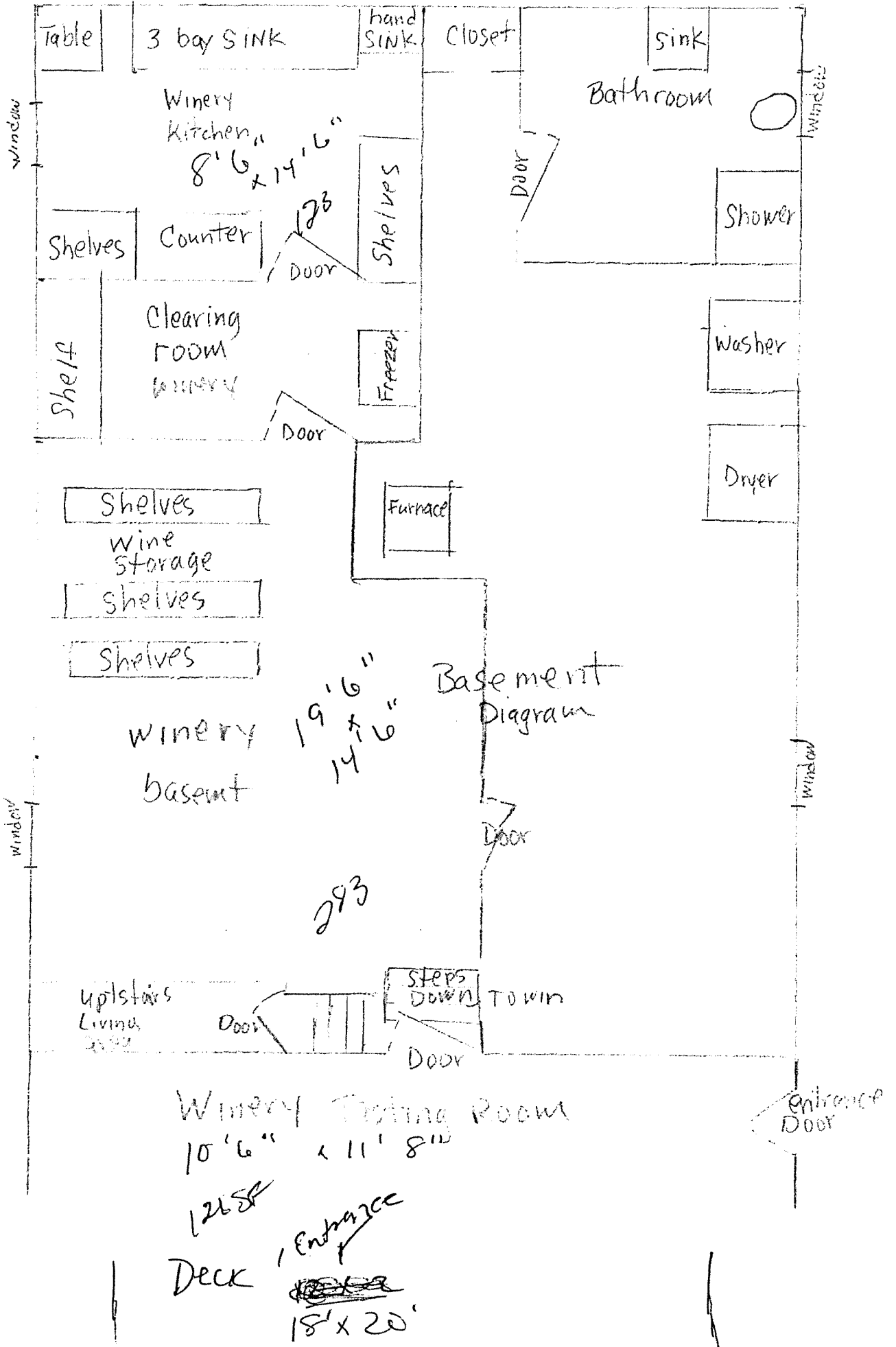
APPLICANT

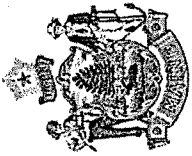
Heart of Maine Winery, LLC

DECLARATION

- I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.





STATE OF MAINE
 DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
 BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Supplemental Ownership Form

28-A M.R.S. §651

All Questions Must Be Answered Completely.

| | | |
|--|--|--|
| 1. Company or sole proprietor legal name: Heart Of Maine Winery, LLC | 2. Date of incorporation/registration: | 3. State of incorporation: Maine |
|--|--|--|

List the following information for officers, directors, owners equal to or over 10%, and persons with indirect financial interest in the applicant.

| Name | Date of Birth | Phone or E-mail | Address | Title | Ownership Stake (%) |
|---------------|---------------|-----------------|---------------------------------------|-------|---------------------|
| Beth Martin | 03/25/1970 | 207-944-0159 | 27 School Street, Lincoln ME 04457 | Owner | 50 |
| Lester Martin | 02/11/1970 | 207-944-7284 | 27 School Street, Lincoln ME 04457 | Owner | 50 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |



State of Maine

Department of Agriculture, Conservation & Forestry
Division of Quality Assurance & Regulations
28 State House Station, Augusta, ME 04333-0028
(207) 287-3841

SERIAL NUMBER

173766

2-34722

October 10, 2025

July 3, 2026

LICENSE NUMBER

DATE OF ISSUE

DATE OF EXPIRATION

This certifies that

**Heart of Maine Winery
Heart of Maine Winery
27 School ST**

Lincoln, ME 04457-

MOBILE VENDOR

Location: 27 School ST, Lincoln

This certificate is valid only between the date issued and expiration date appearing herein. Only the named holder at the location for which issued may use it.

The person named herein is authorized to sell or manufacture food products, fuel and/or sell or repair weighing and measuring devices as permitted by law for the listed authorizations.

This certificate and/or each type of authorization represented is subject to suspension, revocation or cancellation as authorized by Maine Revised Statutes.

LICENSE TYPE

DESCRIPTION OF LICENSE AUTHORIZATIONS

FEE

| License Type | | Authorizations | Fee |
|---------------------------|-----------------------------|--|---------------|
| Mobile Vendor | 0 to 10 | Baked Goods (produced on site) Frozen Food Hot Foods (prepared on site) Prepackaged Meat Prepackaged Food Ready to Eat Deli Items | 20.00 |
| Retail Meat | Prepackaged for Direct Sale | | 10.00 |
| Retail Food Establishment | 0 to 10 | | 20.00 |
| Commercial Food Processor | | Other Type Winery | 50.00 |
| TOTAL: | | | 100.00 |



Department of Agriculture, Conservation & Forestry

Division of Quality Assurance

Amanda Beal

Celeste J. Franklin

Commissioner

Director

TOWN COUNCIL

YR: 20 MO: 4 ITEM # 10

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|-----------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: April 3, 2026 |
|--------------------------------------|-----------------------------|

Department: Town Clerk

Department #: 0101

Request:

Approve New Victualer's License- Dani's Express Mart (0101)

Approve a new victualer license for Dani's Express Mart owned by Dani Raval; license to expire May 31, 2027.

Action Needed From Council: Approve victualer

Is This Item Budgeted:

Was This A Bid Process: Lowest Bid:

Is Public Hearing Required: No

If So What Dates:

Date: 03-22-20 Type of Business: C-store and Gas Station
Name of Business: Dani's Express Mart
Recorded Owner: Dani Raval
If Incorporated, Registered Agent: _____
Registered Agent's Address: _____
Location of Business: 119, main st, Lincoln, ME - 04457
Mailing Address: 7 Highland Ave, Lincoln ME - 04457
Contact Person: Dani Raval Telephone # 857-499-2021
Seating Capacity: _____

Has applicant(s) /or manager ever been convicted of a violation of the law, *other than a minor traffic violation /or misdemeanor*, of any state within the United States, during the past five years?

Yes

No

If the answer to the above question is Yes, then complete the following:

Name _____ Offense _____
Disposition _____
Date of Conviction _____ Location _____

Prior to Council approval of this application, the State of Maine must have inspected your premises for the preparation and sale of food. Applicants shall completely fill out all information in order to be considered. Leaving information blank may result in a denial and there will be no refunds.

****Please include a copy of your latest State Inspection****

****First time applicants must include a copy of state licensing****

Annual Fee \$20.00

Dani Raval

Authorized Applicant Signature



Maine Department of Agriculture, Conservation & Forestry
 Division of Quality Assurance and Regulations
 28 State House Station
 Augusta, Maine 04333-0028
 Phone: 207-287-3841 Fax: 207-287-5576



RETAIL FOOD INSPECTION REPORT

| | | | | | | | | | |
|---------------------|--------------------------|---------------------|-------|-----------|-------------------------|---------------------|-----------|---------|-----------------|
| Establishment Name: | | Dani's Express Mart | | | | Fee: | | | |
| Street Address: | | 119 Main ST | | | | License #: | | 5-23156 | |
| | | Expiration: | | n/a | | | | | |
| City: | Lincoln | State: | ME | Zip: | 04457- | Type of Inspection: | | Initial | |
| Telephone: | 207.794.0089 | | | | Reason for Inspection: | | Scheduled | | |
| Email: | milogasstation@gmail.com | | | | Admin. Action Requested | | | N | Follow-up Date: |
| Date: | 03/10/2026 | Time In: | 10:45 | Time Out: | 13:00 | Report #: | 892630 | | |

CRITICAL DEFICIENCY POINTS : 0 TOTAL POINTS : 3

Critical Deficiencies

Non-Critical Deficiencies

VIOLATION: 5-203.13: Service Sink.

Service sink or curbed cleaning facility equipped with a floor drain is not provided

Specifically: No Service Sink provided.

CORRECTION: Service sink or curbed cleaning facility equipped with a floor drain shall be provided and conveniently located

DATE:

VIOLATION: 4-301.12: Manual Warewashing, Sink Compartment Requirements.

Manual warewashing sinks are lacking sufficient compartments;(3) for operations with continuous or intermittent flow of kitchenware or compartments not large enough to accommodate immersion of largest equipment; (2) compartment sink not ap

Specifically: No warewashing sink provided.

CORRECTION: Manual warewashing sinks shall be equipped with sufficient compartments (3) for operations with continuous or intermittent flow of kitchenware or compartments large enough to accommodate immersion of largest equipment; (2) compartment sink

DATE:

VIOLATION: 5-501.17: Toilet Room Receptacle, Covered.

Female, toilet rooms lacking a covered receptacle

Specifically: Toilet room receptacle is uncovered.

CORRECTION: Female toilet rooms shall be provided with a covered receptacle

DATE:

Comments: Spoke with Linda, the store's manager.

Cannot issue a license at this time.

The store has gone through major renovations. All floors, walls, and ceilings are constructed of new non-porous, smooth, durable, and easily cleanable surfaces.

The store is not complete as of the time of inspection. Currently, there is no mop sink provided. The contractor stated they can put one in the utility closet.

The store would also like to sell coffee prepared on-site, along with pizza made at one of Dani's other stores in Lincoln. Linda stated it is possible for it to come from High Street Market, which is under the same ownership. Currently, there is no 3-compartment sink located on site. Linda and the contractor stated they will come up with a plan to install one, along with a proper handwashing station, and create a completely separated and segregated area, away from the customer retail space.

Linda and the contractor stated they will contact me with a timeline of when these renovations can be completed.

I amended the license to add the 4 mid-grade fuel nozzles.

CB

Inspector: Corey Burlock

Received By:

Signature:

AGENDA REQUEST

* Please note Public Notices need a 7–14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|------------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: March 30, 2026 |
|--------------------------------------|------------------------------|

Department: Town Council

Department #:

Request: Agenda Item Background
Adoption of the Town of Lincoln Local Food Sovereignty Ordinance (2025)
 This item is presented for Council consideration of adopting a Local Food Sovereignty Ordinance pursuant to 7 M.R.S. §§ 281–286 and 30-A M.R.S. § 3001 (municipal home rule authority).
 The proposed ordinance is based directly on the Maine Municipal Association’s 2025 model ordinance, updated to reflect statutory amendments effective September 24, 2025 (PL 2025, c. 309).
 The Maine Food Sovereignty Act authorizes municipalities to adopt ordinances governing traditional foodways and direct producer-to-consumer transactions. Adoption of a local ordinance allows the State to refrain from enforcing certain state licensing and inspection requirements for qualifying direct transactions occurring within municipal boundaries.
 The proposed ordinance:

- Mirrors current statutory definitions in 7 M.R.S. §282;
- Applies only to direct producer-to-consumer transactions;
- Includes the mandatory livestock and poultry carve-out required under 7 M.R.S. §285;
- Does not alter state or federal meat and poultry inspection requirements;
- Maintains compliance with Title 22, Chapter 562-A; and
- Includes a standard severability clause.

The ordinance is intended to provide clarity to local producers and consumers while ensuring the Town remains within the authority granted by state law and does not conflict with mandatory inspection requirements.
 If adopted, the ordinance will become effective upon adoption.

Action Needed From Council: Hold a public hearing and adopt ordinance

| | |
|---------------------------------|----------------|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: Yes | |
| If So What Dates: | April 13, 2026 |

Sample Food Sovereignty Ordinance – 2025

[This sample ordinance is provided by MMA Legal Services. It is consistent with the most recent amendments to Maine's food sovereignty law (PL 2025, c. 309), which take effect September 24, 2025. We strongly encourage municipalities to consult their municipal attorney prior to enacting any ordinance.]

Municipality/Plantation of _____ Local Food Sovereignty Ordinance

Sec. 1 Short Title

This ordinance shall be known and may be cited as the "Local Food Sovereignty Ordinance."

Sec. 2. Authority and Purpose.

This Ordinance is intended to provide residents with increased access to local food, to support the ability of residents to produce, sell, purchase and consume locally produced foods, and to reduce governmental regulation of local foods to the extent permitted by and pursuant to 7 M.R.S. § 281 - § 286.

This Ordinance is enacted pursuant to 7 M.R.S. § 284 and the home rule authority granted to municipalities by 30-A M.R.S. § 3001, or in the case of plantations, per authority of 30-A M.R.S. § 7051(11).

Sec. 3. Definitions.

As used in this ordinance, the following words have the meanings stated below:

Consumer. "Consumer" means an individual who acquires food or food products directly from a food producer of the individual's choosing solely for consumption by the individual or individual's family.

Direct producer-to-consumer transaction. "Direct producer-to-consumer transaction" means an exchange of food or food products directly between a food producer and a consumer by barter, trade or purchase on the property or premises owned, leased or rented by the food producer; at roadside stands, fundraisers, farmers' markets and community social events; or through buying clubs, deliveries or community-supported agriculture programs, herd-share agreements and other private arrangements.

Food or food products. "Food or food products" means food or food products that are grown, produced, processed, or prepared for human consumption, including, but not limited to, vegetables, fruit, eggs, grain or grain products, herbs, seasonings or spices, milk or milk products, meat or meat products, poultry or poultry products, fish or fish products, seafood or

seafood products, fresh produce, cider or juice, acidified foods, canned fruits or vegetables, honey, nuts, maple products or condiments or any combination of those items, such as baked goods, sandwiches or other meals, and that are provided in a direct producer-to-consumer transaction.

Food producer. "Food producer" means a person that provides directly to a consumer food or food products that the person: (1) grows, raises or produces; or (2) grows, raises, produces or acquires from another source and processes or prepares in a kitchen.

Kitchen. "Kitchen" means a room, area, site or location where food or food products are produced, processed or prepared for a direct producer-to-consumer transaction.

State food law. "State food law" means any provision of Title 7 or Title 22 of the Maine Revised Statutes that regulates direct producer-to-consumer transactions.

Sec. 4. License and Inspection Exemptions.

- A. Notwithstanding any other provision of the Ordinances of this municipality to the contrary, producers, growers, and processors of food or food products in the municipality are exempt from licensure and inspection requirements contained in State food law (as defined above) with respect to their direct producer-to-consumer transactions as defined herein.
- B. Pursuant to 7 M.R.S. § 285, the exemption provided in section 4(A) above does not apply to any transactions involving meat, meat products, poultry or poultry products, as those terms are defined in 22 M.R.S. § 2511. All such transactions remain subject to state inspection and licensing pursuant to Chapter 562-A of Title 22 of the Maine Revised Statutes and the rules adopted thereunder.

5. Severability.

If any section or provision of this ordinance is declared to be invalid by a court of competent jurisdiction, such decision shall not invalidate any other section or provision of this ordinance.

6. Effective Date.

This ordinance shall become effective upon its adoption, or on September 24, 2025, whichever is later.

TOWN OF LINCOLN, MAINE
LOCAL FOOD SOVEREIGNTY ORDINANCE

Sec. 1. Short Title

This ordinance shall be known and may be cited as the "Town of Lincoln Local Food Sovereignty Ordinance."

Sec. 2. Authority and Purpose

This Ordinance is intended to provide residents of the Town of Lincoln with increased access to local food, to support the ability of residents to produce, sell, purchase and consume locally produced foods, and to reduce governmental regulation of local foods to the extent permitted by and pursuant to 7 M.R.S. §§ 281–286.

This Ordinance is enacted pursuant to 7 M.R.S. § 284 and the home rule authority granted to municipalities by 30-A M.R.S. § 3001.

Sec. 3. Definitions

Consumer

"Consumer" means an individual who acquires food or food products directly from a food producer of the individual's choosing solely for consumption by the individual or the individual's family.

Direct Producer-to-Consumer Transaction

"Direct producer-to-consumer transaction" means an exchange of food or food products directly between a food producer and a consumer by barter, trade or purchase on the property or premises owned, leased or rented by the food producer; at roadside stands, fundraisers, farmers' markets and community social events; or through buying clubs, deliveries or community-supported agriculture programs, herd-share agreements and other private arrangements.

Food or Food Products

"Food or food products" means food or food products that are grown, produced, processed or prepared for human consumption, including, but not limited to, vegetables, fruit, eggs, grain or grain products, herbs, seasonings or spices, milk or milk products, meat or meat products, poultry or poultry products, fish or fish products, seafood or seafood products, fresh produce, cider or juice, acidified foods, canned fruits or vegetables, honey, nuts, maple products or condiments or any combination of those items, such as baked goods, sandwiches or other meals, and that are provided in a direct producer-to-consumer transaction.

Food Producer

“Food producer” means a person that provides directly to a consumer food or food products that the person: (1) grows, raises or produces; or (2) grows, raises, produces or acquires from another source and processes or prepares in a kitchen.

Kitchen

“Kitchen” means a room, area, site or location where food or food products are produced, processed or prepared for a direct producer-to-consumer transaction.

State Food Law

“State food law” means any provision of Title 7 or Title 22 of the Maine Revised Statutes that regulates direct producer-to-consumer transactions.

Sec. 4. License and Inspection Exemptions

A. General Exemption

Notwithstanding any other provision of the Ordinances of the Town of Lincoln to the contrary, producers, growers and processors of food or food products in the Town are exempt from licensure and inspection requirements contained in State food law (as defined above) with respect to their direct producer-to-consumer transactions as defined herein.

B. Livestock and Poultry Exception

Pursuant to 7 M.R.S. § 285, the exemption provided in Section 4(A) above does not apply to any transactions involving meat, meat products, poultry or poultry products, as those terms are defined in 22 M.R.S. § 2511.

All such transactions remain subject to state inspection and licensing pursuant to Chapter 562-A of Title 22 of the Maine Revised Statutes and the rules adopted thereunder.

Sec. 5. Severability

If any section or provision of this Ordinance is declared to be invalid by a court of competent jurisdiction, such decision shall not invalidate any other section or provision of this Ordinance.

Sec. 6. Effective Date

This Ordinance shall become effective upon its adoption.

TOWN COUNCIL

YR: 26 MO: 4 ITEM # 12

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|------------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: March 26, 2026 |
|--------------------------------------|------------------------------|

Department: Town Clerk

Department #: 0101

Request:

Re-Appoint Member- Water District Board of Trustees (0101)

Re-appoint Burton Weed to the Water District Board of Trustees for a three-year term expiring April 30, 2029.

Action Needed From Council: Re-appoint Burton Weed

Is This Item Budgeted:

Was This A Bid Process: Lowest Bid:

Is Public Hearing Required:

If So What Dates:

Town of Lincoln

Citizen Interest / Committee Participation Form

All appointments are subject to review by the Appointments Committee and final confirmation of the Lincoln Town Council.

Once appointed, an oath must be administered within the first seventeen days of appointment. If an oath is not administered, the appointment will be void.

Name: Burton H. Weed Sr. Date: 03/27/2026
Mailing Address: 8 Jewell St. Lincoln, ME 04457
Physical Address: Same
Telephone #: (207) 794-8312 Home/Cell _____ Work _____
Employer/Profession: Retired
E-Mail Address: _____

Skills, Education and/or experience that you may offer the committee: _____

Math teacher, firefighter, many years as trustee, L.W.D.

Please check which committee you are applying to be a member of:

- | | |
|---|---|
| <input type="checkbox"/> Airport Advisory Committee (3 YR.) | <input type="checkbox"/> Events and Tourism Committee |
| <input type="checkbox"/> Appeals Board (3 YR.) | <input type="checkbox"/> Library Advisory Committee |
| <input type="checkbox"/> Budget Committee (Annual) | <input type="checkbox"/> Planning Board (3 YR.) |
| <input type="checkbox"/> Cemetery Committee (Lifetime) | <input type="checkbox"/> Recreation Committee (3 YR.) |
| <input type="checkbox"/> Conservation Committee (3 YR.) | <input type="checkbox"/> TIF Committee |
| <input type="checkbox"/> Poll Worker | <input checked="" type="checkbox"/> Other <u>Lincoln Water District Trustee (3yr)</u> |

Have you previously served on the committee checked above: YES or NO

If so, When: Don't remem. How many terms? at least 9 terms
ber the exact date.

NOTE: This application will remain on file at the Town Clerk's office for one year from the above date.

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|------------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: March 30, 2026 |
| Department: Town Manager/Finance | |
| Department #: 0100/0104 | |

Request:

To see if the Town of Lincoln (P0076) will vote to change its plan for its eligible firefighters effective May 1, 2026 for future service only.
The Town agrees:

- a) To provide Special Plan 3C to its full-time firefighters who are not seasonal or temporary for service rendered after April 30, 2026. Service accrued by firefighters before May 1, 2026 remains under Special Plan 3N; and
- b) To continue to provide Special Plan 3N to its full-time police officers who are not seasonal or temporary; and
- c) To continue to provide Regular Plan AN to all other full-time employees who are not seasonal or temporary; and
- d) To continue to exclude employees who regularly work less than full-time, seasonal employees, temporary employees, elected officials and officials appointed for a fixed term from participating in The Plan; and
- e) To authorize Dennis Bullen, Town Manager to sign the Amended Agreement between the Town and the Maine Public Employees Retirement System.

Note: This change was approved by the Town Council at the time of the signing of the Fire Contract in January. This is the language that MainePers needs to complete this change.

Action Needed From Council: Approve motion

| |
|--|
| Is This Item Budgeted: N/A |
| Was This A Bid Process: N/A Lowest Bid: N/A |
| Is Public Hearing Required: No |
| If So What Dates: |

TOWN COUNCIL

YR: 26 MO: 4 ITEM # 14

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|------------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: March 12, 2026 |
|--------------------------------------|------------------------------|

Department: Events

| |
|---------------|
| Department #: |
| |

Request:
Closure of Veteran's Memorial Square

Approve the partial closure of Veteran's Memorial Square for the purpose of the Farmer's & Artisan's Market to run on Fridays from June 19th through Oct 2th from 10:00am to 2:00 pm.

* No Farmers Market on July 17th due to Loonfest

Action Needed From Council: Permission to close part of Veterans Memorial Square

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|-----------------------------|-------------|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| If So What Dates: | |

TOWN COUNCIL

YR: 20 MO: 4 ITEM # 15

AGENDA REQUEST

* Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.

| | |
|--|----------------------|
| Council Meeting Date: April 13 th | Today's Date: 3/5/26 |
|--|----------------------|

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| Department: Library |
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| Department #: 0700 |
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|---|
| <p>Request:</p> <p>The Library Staff and the Friends of the Lincoln Memorial Library are pleased to announce Dale Ruth Shelburn to our Library Author Event Roster.</p> <p>We are requesting an afterhours event from 6 pm-8pm May 14th</p> <p>Thank you for your consideration.</p> |
|---|

| |
|---|
| <p>Action Needed From Council:</p> <p>Permission to be open extended hours for an evening Author Event.</p> |
|---|

| |
|---------------------------|
| Is This Item Budgeted: no |
|---------------------------|

| | |
|----------------------------|-------------|
| Was This A Bid Process: no | Lowest Bid: |
|----------------------------|-------------|

| |
|---|
| Is Public Hearing Required: no- between the council, town's employee's and the library. |
|---|

| |
|-------------------|
| If So What Dates: |
|-------------------|



Russ and I shortly after we met at the University of Maine. See "Tribute to Russ" and "Our Story" on pages xii and xiii of the book.

1/8

The courage it takes to share
your story might be the very thing
someone else needs to open their heart to hope.

-Unknown

We thank you for reading, for caring, and for caregiving.

[Purchase Book](#)

[Contact Us](#)

[Events and Appearances](#)

Russ & Me 10/21/12 7

About the Author

Dale Ruth Sherburne is a Maine native who raised two daughters with her husband, Russ, in an 1850s farmhouse with a menagerie of beloved pets. Her degree in child psychology led to directing special education services for preschool children with disabilities. Nature and animals are her passions, along with lakeside getaways, books, crafts, practical jokes, and finding joy among friends and family.

Newspaper Op-Eds

Saluting our Alzheimer's Caregivers on the Longest Day | Opinion — June 21, 2025

[Kennebec Journal and Morning Sentinel](#)

[Portland Press Herald](#)

Watch: Author Discusses Caregiving for Loved One with Alzheimer's

Television—*Good Morning Maine* (FOX 22 WFVX Bangor)



Tribute to Russ

This book lovingly honors Russ, my husband, and father to our daughters, Holly and Heidi. Family names are used throughout the book in proud tribute to the intelligent, generous, kind, and funny man that he was. There is no shame, no secrecy, in his having Alzheimer's disease. Anonymity only perpetuates the social taboo associated with dementia. Below are a few family photos—all but the first two taken during our journey with Alzheimer's. [Read Russ's obituary.](#)

TOWN COUNCIL

YR: 20 MO: 4 ITEM # 16

AGENDA REQUEST

* Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.

| | |
|---|----------------------|
| Council Meeting Date: April 13 th 2026 | Today's Date: 3/2/26 |
|---|----------------------|

Department: Library

Department #: 0700

Request:

The Friends of the Library have requested the use of the Library Parking Lot for Loon Festival.

The Dates of 1/2 closure of the Parking lot is July 16th and July 17th 8-3.

The request is for half the parking lot for Book Sale and Craft Fair.

We are looking at the back side of the lot, beginning from the book shed over to guard rail and over to the Region 3 line. We will be putting up cones and tape to make it clear the closure. I am submitting this request and will clarify the needs of the Friend's during our monthly meeting June 12th at 9am and then share with Shawn Rodgers; the specifics.

Thanks for your attention to this matter,
Lauren A. Hakala.

Action Needed From Council:

Annual closure of 1/2 parking lot of the Lincoln Memorial Library. Purpose: approval for the Friend's of the Lincoln Memorial Library Annual Book Sale and Craft Fair.

Is This Item Budgeted: N/A

Was This A Bid Process: N/A

Lowest Bid:

Is Public Hearing Required: no- between the council, town's employee's and the Library.

If So What Dates:

TOWN COUNCIL

YR: 26 MO: 4 ITEM # 17

AGENDA REQUEST

* Please note Public Notices need a 7-14 day advance notice in the paper depending on subject.

| | |
|---|----------------------|
| Council Meeting Date: April 13 th 2026 | Today's Date: 3/2/26 |
|---|----------------------|

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| Department: Library |
|---------------------|

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| Department #: 0700 |
|--------------------|

Request:
Approval for the second annual Fee of \$5 per Crafter during our Friends Booksale and Craft Fair on the Library Lawn during Loon Festival. We are agreeing to a non-compete pricing with the Farmer's Market Fees of the previous year.
Thanks for your attention to this matter,
Lauren A. Hakala.

Action Needed From Council:
 Approval of the second annual fee of \$5 for the Friends of the Lincoln Memorial Library. Purpose: approval for the Friend's of the Lincoln Memorial Library Craft Fair portion of the Annual Book Sale and Craft Fair on the Library Lawn.

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| Is This Item Budgeted: N/A |
|----------------------------|

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|-----------------------------|-------------|
| Was This A Bid Process: N/A | Lowest Bid: |
|-----------------------------|-------------|

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|---|
| Is Public Hearing Required: NO- between the council, town's employee's and the Library. |
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| If So What Dates: |
|-------------------|

TOWN COUNCIL

YR: 26 MO: 4 ITEM # 18

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|-----------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: April 4, 2026 |
|--------------------------------------|-----------------------------|

Department: Economic Development

Department #: 0103

Request:

Approve and authorize the Town Manager to sign a lease amendment with BDNE.

Lease amendment is attached. Summary increases the lease area and the rent of the leased area.

Action Needed From Council:
To authorize signing of lease agreement.

| | |
|-----------------------------|-------------|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | |
| If So What Dates: | |

SECOND AMENDMENT TO LEASE

THIS SECOND AMENDMENT TO LEASE (this “Amendment”), made as of _____, 2026, is by and between **THE TOWN OF LINCOLN, MAINE** (“Landlord”) and **BIOFINE DEVELOPMENTS NORTHEAST, INC** (“Tenant”).

RECITALS:

A. Tenant and Landlord entered into a Lease dated April 26, 2023, as amended by a First Amendment to Lease dated March 25, 2025 (collectively, the “Original Lease”), with respect to approximately 4 acres of land in the former Lincoln Paper and Tissue Mill in Lincoln, Maine, as more particularly described in the Lease (the “Leased Premises”).

B. The parties have agreed to amend the Lease to expand the Leased Premises and to make corresponding changes to the Lease on the terms and conditions set forth herein.

AMENDMENT

NOW, THEREFORE, in consideration of the Recitals, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. Capitalized terms not otherwise described herein shall have the same meaning ascribed to them in the Original Lease.

2. Section 1.1 of the Original Lease is amended by deleting the paragraph beginning “All that certain” and replacing it with the following new paragraph:

“All that certain tract of parcel of land in the Town of Lincoln, County of Penobscot, State of Maine, located within the Mill Site and depicted on **Exhibit A-Second Amendment**, attached hereto and made part hereof, together with all buildings and improvements thereon, including, without limitation, the #8 Tissue Machine Building being approximately 20,000 square feet (the “Building”) (collectively, the “Leased Premises”).

3. Section 1.1 of the Original Lease is further amended by deleting the clause “Prior to the date that is ninety (90) days of the Lease Date” in the paragraph beginning “Provided Tenant’s Use” and replacing it with the following new clause:

“Prior to the delivery of the Commencement Notice”.

4. The definition of “Tenant’s Proportionate Share” in Article 2 of the Original Lease is hereby deleted and replaced with the following:

“**Tenant’s Proportionate Share**” shall mean 1.77% which represents the size of the Leased Premises (7.10 acres, more or less) relative to the size of the entire Mill Site (401.5 acres, more or less).”

5. Section 3.5 of the Original Lease is amended by deleting both references to December 31, 2025 and replacing them with December 31, 2026.

6. Section 4.1 of the Original Lease is amended by deleting the Base Rent Table and replacing it with the following new Base Rent Table:

| Lease Year | Annual Base Rent | Semi-Annual Base Rent |
|-------------------|-------------------------|------------------------------|
| 1 | \$99,176.92 | \$49,588.46 |
| 2 | \$102,152.22 | \$51,076.11 |
| 3 | \$105,216.78 | \$52,608.39 |
| 4 | \$108,373.28 | \$54,186.64 |
| 5 | \$111,624.48 | \$55,812.24 |
| 6 | \$114,973.22 | \$57,486.61 |
| 7 | \$118,422.42 | \$59,211.21 |
| 8 | \$121,975.08 | \$60,987.54 |
| 9 | \$125,634.34 | \$62,817.17 |
| 10 | \$129,403.36 | \$64,701.68 |
| 11 | \$133,285.46 | \$66,642.73 |
| 12 | \$137,284.04 | \$68,592.02 |
| 13 | \$141,402.56 | \$70,701.28 |
| 14 | \$145,644.64 | \$72,822.32 |
| 15 | \$150,013.98 | \$75,006.99 |
| 16 | \$154,514.38 | \$77,257.19 |
| 17 | \$159,149.82 | \$79,574.91 |
| 18 | \$163,924.32 | \$81,962.16 |
| 19 | \$168,842.06 | \$84,421.03 |
| 20 | \$173,907.30 | \$86,953.65 |

7. Section 5.1 of the Original Lease is amended by deleting the reference to “**Exhibit C**” and replacing it with “**Exhibit C-Second Amendment**”. All other references in the Original Lease to “**Exhibit C**” shall be replaced with “**Exhibit C-Second Amendment**”.

8. The expansion of the Leased Premises constitutes Tenant’s exercise of its right to lease the Phase 2 Expansion Area as set forth in Section 14.2(a) the Original Lease.

9. In accordance with Section 14.2(b) of the Original Lease, the parties hereby agree that the area shown as “Phase III” on Exhibit D to the Original Lease remains the Additional Expansion Area which is subject to Tenant’s right of first offer to lease and right of first refusal to lease set forth in Section 14.2(b) of the Original Lease

10. The Lease, as modified hereby, is hereby ratified, confirmed and approved and shall remain in full force and effect. In the event of a conflict between this Amendment and the Original Lease, this Amendment shall control.

11. This Amendment shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns and shall be governed by and interpreted in accordance with the laws of the State of Maine.

[Signature Page Follows]

IN WITNESS WHEREOF, the undersigned have caused this instrument to be executed as of the date set forth above.

THE TOWN OF LINCOLN, MAINE

By: _____
Name:
Its:

**BIOFINE DEVELOPMENTS
NORTHEAST, INC.**

By: _____
Name:
Its:

EXHIBIT C – SECOND AMENDMENT Tenant Funded Upgrades

Main Process Building Upgrades: Core processing units will be housed in the Main Process Building (Building #8). Tenant will modify the structure and internals of Building 8 as required to fit the process technology. Tenant will also install a gantry crane in the building.

The Main Process Building will also accommodate an electrical room, process control room, analytical support laboratory, and welfare space for operations personnel.

Ancillary Buildings: An ancillary process building immediately abutting Building #8's access tunnel will house the esterification steps producing ethyl levulinate. Other ancillary buildings, as shown on Exhibit A-First Amendment, include a warehouse and a covered tank building.

Additional Process Development Building and Laboratory: An additional Process Development Building for technology R&D, and analytical laboratory space.

Feedstock Handling: Feedstock delivery, storage, and conveyance systems connecting the feedstock intake and processing areas to Main Process Building.

Warehouse and Office Building: A warehouse with adequate storage for raw materials and some product output, which includes liquids and solids, will be constructed. In addition, Tenant will construct separate diked storage tanks sufficient in size for Phase 1 process liquids and product output. This building will also include an office building for management and technical support staff.

Material Transfer: Tenant will install piping and piping bridges between liquid storage, warehouse, and Main Process Building for raw material and product transfer.

Other Tenant Funded Upgrades: Tenant will install required lighting, walkways, fencing as needed. Tenant will also fund development of other enclosed spaces that management deems advantageous to the operation or development of the technology. This is to include ancillary infrastructure and utility support areas, including but not limited to access roads, employee parking, utility equipment pads, emission control systems, and critical process support systems. Tenant may rehabilitate a rail siding on the Leased Premises.

TOWN COUNCIL

YR: 20 MO: 4 ITEM # 19

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|-----------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: April 4, 2026 |
|--------------------------------------|-----------------------------|

Department: Economic Development

Department #: 0103

Request:

To award the bid to _____ in the amount of _____ as recommended by the Economic Development Advisor Steve Levesque and the Lincoln Lakes Innovation Corp. for the Community Wide Assessment grant.

Action Needed From Council: To award the bid per recommendation.

Is This Item Budgeted: This is an EPA grant

| | |
|-------------------------|-------------|
| Was This A Bid Process: | Lowest Bid: |
|-------------------------|-------------|

Is Public Hearing Required:

If So What Dates:

St. Germain

Bid



**PROPOSAL FOR
TOWN OF LINCOLN
BROWNFIELDS ASSESSMENT
QUALIFIED ENVIRONMENTAL PROFESSIONAL**

**Prepared for:
The Town of Lincoln
29 Main Street
Lincoln, Maine 04457**



**Prepared by:
St. Germain
846 Main Street
Westbrook, Maine 04092**

March 2026



March 12, 2026

Ms. Ruth Birtz
Economic Development Administrator
Town of Lincoln
29 Main Street
Lincoln, Maine 04457

Re: Lincoln FY25 Community-Wide Brownfields Assessment QEP
St.Germain No.: 26-60000264

Dear Ruth,

St.Germain is pleased to submit this proposal to serve as the Town of Lincoln's Qualified Environmental Professional (QEP) in support of its recently awarded an Environmental Protection Agency (EPA) \$500,000 Community-Wide Brownfields Assessment Grant. Based in Westbrook, Maine, our firm has provided environmental assessment, remediation, and engineering services to Maine communities for over 30 years. We bring deep experience with the EPA and Maine Department of Environmental Protection (DEP) Brownfields programs, successfully guiding municipalities and developers through all phases of assessment, cleanup, and redevelopment.

Our mission—*Solutions Today for a Better Tomorrow*—reflects our commitment to sustainable redevelopment, community engagement, and regulatory compliance. St.Germain's team combines technical expertise in identification of potential Brownfields sites, community involvement, Phase I and II Environmental Site Assessments (ESAs), Analysis of Brownfields Cleanup Alternatives (ABCA), Voluntary Response Action Program (VRAP), and Site Specific Quality Assurance Project Plans (SSQAPPs) with a proven record of helping clients secure and administer federal and state Brownfields funding. ***St.Germain maintains an EPA approved company quality assurance project plan (QAPP).***

In addition to our extensive environmental assessment and cleanup experience, St.Germain has been providing civil engineering and permitting services to our clients since 1992. Our intuitive understanding of the design, permitting and construction process helps us to seamlessly integrate our Brownfields assessments into a vision of successful redevelopment.

We understand northern Maine. Our team has performed environmental work at the former Eastland Woolen Mill in Corinna, former HoltraChem facility in Orrington, Loring Air Force Base, Northwood Trading Post in Millinocket, remediation of fuel oil in residential neighborhoods, located in Monticello and Vanceboro, and other industrial and rural properties across the region. We understand the logistical realities of the Lincoln area, including contractor availability, winter construction constraints, material transport challenges, and the importance of maintaining community trust. That regional familiarity reduces scheduling risks and improves cost control.

Unlike firms that rely on remote management structures or rotating project teams, St.Germain provides direct senior-level involvement and accountability from Maine. Decision-makers are engaged, accessible, and locally grounded. Through our recent merger with Aventia, we complement that Maine-based leadership with national technical depth in remediation engineering, CERCLA site management, and emerging contaminants. Senior Environmental Advisor Dina Marie Drennan, Ph.D., strengthens our team with advanced remediation expertise and high-level QA/QC oversight ensuring defensible documentation and strong regulatory positioning.

We also bring demonstrated success in leveraging additional funding to expand project impact. We assisted the Head of Falls Village redevelopment in Waterville in securing Maine DEP Brownfields funding, and supported Youth and Family Outreach (YFO) in Portland in obtaining City of Portland and Maine Community Development Block Grant (CDBG) funds along with DEP Hazardous Building Materials (HBMs) abatement grant funding. Our team routinely prepares ABCAs, CIPs, cost estimates, and technical narratives that position projects competitively for supplemental grants and loans. If needed, we will help the Town strategically extend the impact of this \$500,000 award.

Our administrative support will be scaled to the Town's preference providing as much or as little Cooperative Agreement assistance as desired, so that maximum grant dollars remain available for assessing critical properties for Brownfields redevelopment potential.

St.Germain offers the Town of Lincoln staffing capacity necessary to implement this federal Brownfields program efficiently. Our team has the depth to manage multiple simultaneous Phase I and Phase II ESAs, coordinate subcontractors, and maintain full EPA and DEP compliance while providing responsive support to Town staff. Our goal is to help the Town efficiently move priority properties through the assessment process so that redevelopment decisions and future cleanup funding opportunities can be advanced as quickly as possible.

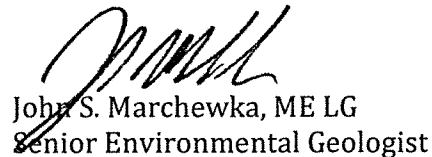
St.Germain meets the requirements of the EPA Brownfields Program and certifies that, to the best of our knowledge, all information provided in our response to this RFP is accurate and complete. We are excited about and look forward to working with the Town, DEP, EPA, and other stakeholders throughout this very important Brownfields Assessment Program. Please reach out to us with any questions at 207-591-7000, erinp@stgermain.com, or johnm@stgermain.com.

Sincerely,

ST.GERMAIN



Erin S. Pike
Senior Manager



John S. Marchewka, ME LG
Senior Environmental Geologist

TABLE OF CONTENTS

Page

1.0 QUALIFICATIONS, BROWNFIELDS EXPERIENCE, AND REFERENCES..... 1

1.1 Avesta, 35 Seavey Street, Westbrook, ME (2023-Present)..... 1

 1.2 YFO, 331 Cumberland Ave, Portland, ME (May 2025-Present)..... 2

 1.3 Head of Falls Village, Waterville, ME (2020-Present) 2

 1.4 Former Maine Energy Recovery (MERC), Biddeford, ME (2025-Present)..... 3

2.0 PROJECT DESCRIPTION AND SCOPE OF WORK 3

 2.1 Cooperative Agreement Oversight Activities 5

2.2 Community Outreach and Engagement Activities..... 5

 2.3 Inventory, Phase I ESA and Phase II ESA Activities 6

 2.4 Cleanup, Site Reuse/Redevelopment, and Area-Wide Planning Activities 6

3.0 BROWNFIELDS STAFFING, COST OF SERVICES, AND FEE STRUCTURE..... 6

 3.1 Project Partners and Subcontractors..... 9

4.0 SUMMARY AND COMMITMENT 10

ATTACHMENTS

- ATTACHMENT A - Penobscot County Environmental Assessment Experience
- ATTACHMENT B - Brownfields Staff Resumes
- ATTACHMENT C - 2026 St.Germain Fee Structure
- ATTACHMENT D - Certificate of Insurance (Submitted in Separate Email File)

1.0 QUALIFICATIONS, BROWNFIELDS EXPERIENCE, AND REFERENCES

St.Germain's QEP team has extensive experience with a wide range of Brownfields assessment, cleanup, and redevelopment projects across Maine. Our team has successfully guided municipalities, non-profits, and private developers through complex environmental conditions, regulatory frameworks, and funding strategies to support community revitalization.

St.Germain's Brownfields team members also bring direct experience supporting EPA Brownfields Assessment Grants, including site selection, Phase I ESAs, and Phase II investigations. St.Germain staff served on the consultant teams selected as QEPs in partnership with Weston & Sampson for both the City of Sanford and the Kennebec Valley Council of Governments (KVCOG) Brownfields Assessment Grants.

Under these programs, our team members completed Phase I and/or Phase II ESAs at multiple candidate redevelopment properties. In Sanford, this included the former CGA copper recycling site, the Gallo property (former garage), Riverwalk properties (10 vacant parcels), and a former gasoline service station property. Under the KVCOG Assessment Grant, our team completed Phase I and/or Phase II ESAs at 10 Eelweir Road in Pittsfield, the former Cascade Woolen Mill in Oakland, the Flat Iron Building in Augusta, and the Department of Public Works facility in Winslow. This experience demonstrates our ability to efficiently move candidate properties through the assessment process to support redevelopment planning.

St.Germain has conducted numerous environmental assessments, remediation, and engineering experience for public and private clients in Penobscot county. A partial listing of experience is provided in **Attachment A, Penobscot County Environmental Assessment Experience**. For example, in December 2024, St.Germain completed an ASTM compliant Phase I ESA for the connected properties at 119 Main Street and 3 Clay Street in downtown Lincoln, known as the Whitney Energy site. This site has been an auto service station since the early 1920s and based on DEP files, has residual petroleum impacted soil remaining on site, which was identified during the removal of underground storage tanks (USTs) in 1995.

The following list of recent Brownfields representative projects demonstrates our ability to manage multi-stakeholder coordination, secure state and federal Brownfields funding, and implement practical, cost-effective remediation solutions.

Representative Brownfields Redevelopment Projects

1.1 Avesta, 35 Seavey Street, Westbrook, ME (2023-Present)

Avesta Housing, Nate Howes, (207) 232-1021, NHowes@AvestaHousing.org

This affordable and workforce housing redevelopment project is active in its third and final phase. St.Germain is the Brownfields project QEP. Early in the conceptual design process, Avesta requested St.Germain assist in preparing a VRAP application for the site. The purpose of the VRAP was to obtain protections from potential future DEP enforcement actions as afforded by the VRAP statute; *Title 38: §343E*. Part of the VRAP also included an Environmental Media Management Plan (EMMP) outlining the steps to take if, and when, contamination was encountered during redevelopment activities.

As the project progressed and site excavation work encountered contaminated soil/urban fill, St.Germain was able to provide environmental services that kept the project progressing while addressing the soil issues. Approximately 9,000 tons of non-hazardous contaminated soil/urban fill required off-site disposal and reuse on site below DEP and EPA approved engineered cover systems.

Funding opportunities for the removal of the urban fill were identified by St.Germain who assisted Avesta with preparing applications and all the necessary support documentation for Brownfields grants with the Greater Portland Council of Governments (GPCOG) and the Maine Department of Economic and Community Development (DECD). Support documentation included preparing a CIP, an ABCA plan, preparing a public notice, holding public meetings, and preparing the application narratives supporting the need and benefits the project will provide for the community. Avesta was awarded a \$500,000 grant from GPCOG and another \$500,000 from DECD. The soil remediation by excavation and DEP approved cover systems has been completed for the Phase I and Phase II residential redevelopment, and is on-going for Phase III. St.Germain is completing soil removal manifest documentation, DEP and EPA documentation, closure reports, and assisting the subgrantees with the VRAP certificate of completion (COC) and declaration of environmental covenant (DEC) for the development phases.

1.2 YFO, 331 Cumberland Ave, Portland, ME (May 2025-Present)

Camelia Babson-Haley, Executive Director, (207) 874-1073, camelia.hayleyyfo@gmail.com

In May 2025, St.Germain was retained by YFO as their Brownfields' QEP for redevelopment of 331-337 Cumberland Avenue into a new expanded six story YFO youth center to serve children in the greater Portland area, along with affordable residential housing on the upper floors. The redevelopment under Brownfields includes HBMs abatement, demolition of the two existing site buildings, characterization of contaminated soil/urban fill, contaminated soil removal and off-site disposal, and design and installation of DEP approved soil cover systems. St.Germain is presently working closely with YFO, DECD, DEP, GPCOG, EPA, project architects, City of Portland planners, engineers, and the project's general contractor to complete SSQAPPs for soil characterization sampling and testing, preparation of the ABCA, CIP, and EMMP. St.Germain's work has also included cost alternatives for site cleanup, HBM abatement, and building demolition. St.Germain has completed preparation of a public information repository, public notifications, and conducted meetings to present the ABCA, and will be providing on-site environmental inspection services during remediation.

1.3 Head of Falls Village, Waterville, ME (2020-Present)

Northland Enterprises, Josh Benthien, CEO (207) 780-0223, josh@northlandus.com

St.Germain serves as the Brownfields QEP for this redevelopment project, providing environmental services directly to the developer, Northland Renewal LLC. St.Germain assisted the Northland with preparation of a successful Brownfields application through the City of Waterville and DEP for the redevelopment of an urban block at Temple and Front Streets. The proposed development will include mixed use commercial and retail on the ground floors with affordable and market rate housing on the upper floors. A combination of grant money and private funds are being used to perform Phase I and Phase II ESAs. We assisted with additional

grant and loan funding through the KVCOG and DECD that will be used for HBM abatement and demolition and disposal of the old buildings, and the remediation and cleanup of contaminated soil and urban fill. Soil and urban fill will be managed by a combination of engineered cover systems and off-site transportation and disposal at a licensed facility. Work has also included bringing the site through the VRAP, preparation of a DEP approved EMMP, and remediation cost estimating.

1.4 Former Maine Energy Recovery Company, Biddeford, ME (2025-Present)

Fathom Companies, **Marieke Thormann**, VP of Development (207) 317-2818,
mthormann@fathomcompanies.com

St.Germain is serving as the QEP for the former Maine Energy Recovery Company (MERC) at 3 Lincoln Street Biddeford, Maine, on behalf of Fathom Company, the site owner and developer. Services include oversight of EPA Brownfields Cleanup Grant compliance in support of redevelopment of the former MERC facility into a mixed-use residential and commercial property. Responsibilities encompass management of PCB- and dioxin-impacted soils under an existing VRAP EMMP, coordination with the City of Biddeford, Southern Maine Planning and Development Commission (SMPDC), DEP, and EPA. We also prepared and implemented a SSQAPP to support off-site soil disposal, and executed public outreach activities, including public meetings and formal responses to community comments.

In addition to the references listed in the project write-up above, we have provided additional references in the table below for State, Federal, and Municipal agents we have and continue to work closely with on Brownfields environmental assessments and remediation.

| Contact Person | Phone | Email |
|---|----------------|-------------------------------|
| Christopher Redmon DEP VRAP and Brownfields | (207) 215-8597 | christopher.redmond@maine.gov |
| Terry Ann Holden DECD Brownfields Manager | (207) 557-0964 | terryann.holden@maine.gov |
| Dorrie Paar EPA Brownfields Manager | (617) 918-1432 | paar.dorrie@epa.gov |
| Keith Trefethan Town Manager, Arundel, ME | (207) 985-4201 | townmanager@arundelmaine.org |
| Doug Howard Public Works Director, Scarborough, ME | (207) 730-4400 | dhoward@scarboroughmaine.org |

2.0 PROJECT DESCRIPTION AND SCOPE OF WORK

The Town of Lincoln has been awarded a \$500,000 Community-Wide Brownfields Assessment Grant to identify, assess, and plan for the cleanup and reuse of sites within an identified target area, which includes the downtown area and parcels within the former Lincoln Pulp & Tissue Mill (LP&T Mill) site.

Based on preliminary review of available records and local redevelopment discussions, potential assessment candidates may include portions of the former LP&T Mill property, former

gasoline service stations in the downtown corridor, and underutilized commercial parcels along Main Street and Route 2.

St.Germain looks forward to partnering with the Town in implementing this Brownfields program. As the selected QEP, we will collaborate closely with Town staff, Brownfields Advisory Committee (BAC), DEP, and EPA to deliver a compliant, transparent, and community-centered program. Our team will support cooperative agreement administration, site inventory and prioritization, ESAs, and cleanup and reuse planning. We will also assist the Town as requested in obtaining additional funding through the EPA, DEP, DECD, and Eastern Maine Development Corporation (EMDC).

Anticipated activities include:

- Refining and maintaining the Brownfields site inventory.
- Conducting Phase I and II ESAs in accordance with ASTM and EPA All Appropriate Inquiry (AAI) standards.
- Preparing SSQAPPs.
- Preparing ABCAs and remedial action plans (RAPs).
- Providing cost estimates and technical guidance to support redevelopment and reuse planning.
- Supporting community engagement and ACRES reporting under the Cooperative Agreement.

Initial Program Implementation (First 90 Days)

In coordination with the Town of Lincoln, St.Germain anticipates initiating the Brownfields Assessment Program immediately upon authorization to proceed. The first three months of the project will focus on program startup, confirmation of site priorities, and initiation of environmental assessments in accordance with the Town's EPA-approved Work Plan. A preliminary schedule for the first 90 days is outlined below.

Month 1 – Program Kickoff and Planning

- Conduct project kickoff meeting with the Town, EPA, and DEP
- Confirm Community Involvement Plan and site selection criteria
- Review and update the Brownfields site inventory and candidate property list

Month 2 – Site Screening and Phase I Assessments

- Conduct EPA eligibility determinations for candidate properties
- Prioritize sites for assessment in coordination with the Town and BAC
- Initiate Phase I ESAs

Month 3 – Work Plan Approvals and Phase II ESA Initiation

- Prepare and submit SSQAPPs to EPA
- Begin Phase II ESA investigations for prioritized properties

Together with the Town and its partners, we will ensure the Brownfields Program becomes a catalyst for revitalization, transforming environmental uncertainties into opportunities for sustainable growth and community renewal.

2.1 Cooperative Agreement Oversight Activities

St.Germain's QEP team will support the Town and stakeholders in cooperative agreement oversight activities to ensure full compliance with EPA and DEP requirements. EPA Brownfields cooperative agreements include specific technical, documentation, and reporting requirements. St.Germain has extensive experience navigating these requirements and understands the importance of maintaining clear documentation and communication with EPA Region 1 and DEP. Our team's familiarity with these processes helps reduce administrative burden on Town staff while ensuring the program remains fully compliant with federal grant requirements.

- **Procurement Assistance:** We will assist in procuring non-QEP services such as environmental drilling companies, State certified laboratories, architects, and redevelopment planners as needed. This includes assisting with the preparation and/or reviewing RFPs/RFQs and helping evaluate responses to align with project goals.
- **Program Administration:** Our QEP team will assist in reviewing and updating site selection procedures and tools, including the application form and evaluation criteria, ensuring alignment with environmental justice and community impact priorities.
- **Reporting and Documentation:** As requested, our team will assist with the preparation and submission of quarterly reports to EPA's ACRES system, maintain financial reporting (SF-425), and prepare final reports and closeout documentation. These efforts ensure transparency, proper tracking of outputs, and alignment with cooperative agreement benchmarks.

As indicated in the cover letter, our administrative support will be scaled to the Town's preference providing as much or as little Cooperative Agreement assistance as desired, so that maximum grant dollars remain available for assessing critical properties for Brownfields redevelopment potential.

2.2 Community Outreach and Engagement Activities

In close coordination with the Town and local partners, we will help foster meaningful and inclusive community engagement.

- **Content Development:** St.Germain will assist in updating materials, outreach brochures, and website sections related to the Brownfields Program. Materials will be accessible and regularly updated to reflect progress and upcoming opportunities for involvement.
- **Public Communication:** We will provide confidential responses to stakeholders' inquiries and concerns and, as requested by the Town, participate in direct communications with property owners, developers, and residents.
- **Enhanced Outreach Tools:** Our team will facilitate public and stakeholder meetings (e.g., real estate professionals, public, bankers, and developers), and contribute content for social media, newsletters, and other communications.

St.Germain's QEP staff will be available to attend public meetings, stakeholder meetings, and potential pre-construction/kick-off meetings with selected subcontractors. Continuing to

conduct meetings at various milestones will keep the public up to date and provide them opportunities to voice new concerns and ask questions.

2.3 Inventory, Phase I ESA and Phase II ESA Activities

At the Town's request, we will assist with building the existing brownfields inventory and execute site assessment activities in accordance with ASTM and EPA standards.

- **Inventory Updates:** We will conduct surveys and utilize publicly available environmental databases to research local, state, and federal databases, and seek community input to expand and refine the brownfields inventory.
- **Phase I ESA Planning and Execution:** St.Germain will manage eligibility determinations, access agreements, and perform ASTM E1527-21-compliant Phase I ESAs. Draft reports will be submitted for review by the Town, EPA, and DEP.
- **Phase II ESA Planning and Implementation:** The QEP team will prepare SSQAPPs, secure necessary approvals, and conduct Phase II ESAs per ASTM E1903-19. St.Germain will also facilitate HBM inventories and cost estimates for HBM abatement and demolition, where applicable. Reports will inform site decisions and risk management strategies.

2.4 Cleanup, Site Reuse/Redevelopment, and Area-Wide Planning Activities

Our QEP and our planning partners will assist with the transition from assessment to cleanup and redevelopment planning.

- **Cleanup Planning:** For selected sites, the QEP will prepare ABCAs, RAPs, and cost estimates integrating Phase II ESA results and site-specific reuse goals. We will guide each site's enrollment into the VRAP and support required public meetings and comment periods.
- **Area-Wide Planning:** As appropriate, we will assist in procuring professional services for providing broader revitalization planning services (e.g., infrastructure analysis, resource roadmaps) to support long-term economic and environmental resilience in the target area.

3.0 BROWNFIELDS STAFFING, COST OF SERVICES, AND FEE STRUCTURE

The St.Germain Brownfields' Team has been delivering high-quality environmental remediation and civil engineering services to public and private clients throughout Maine and New England for over 30 years. Our recent merger with **Aventia**, a national environmental consulting firm with 12 offices across the U.S., has significantly expanded our capacity and technical depth, particularly in Brownfields assessment, cleanup, and redevelopment, as well as environmental permitting, engineering, planning, and administrative services.




Unlike smaller consulting teams that may rely on limited personnel resources, St.Germain provides a multi-disciplinary team with depth in environmental assessment, engineering, remediation design, and Brownfields grant compliance. This staffing capacity allows multiple site assessments, field investigations, and reporting efforts to occur concurrently, helping the Town maintain momentum and meet EPA reporting and performance expectations.

Our Brownfields expertise includes Phase I and Phase II ESAs, VRAP, remediation for site redevelopment, and the preparation of SSQAPPs, ABCAs, and CIPs. We regularly oversee HBM surveys and testing, manage demolition permitting and oversight, prepare cost estimates and bid specifications, and lead community outreach and engagement efforts. Our team is also experienced in developing VRAP EMMPs, characterizing soils for off-site disposal, designing engineered cover systems, and maintaining detailed Brownfields recordkeeping and reporting.

St.Germain has provided civil engineering and land-use permitting services since 1992. Our understanding of the full project lifecycle from planning and design through construction allows us to seamlessly integrate Brownfields activities into broader redevelopment timelines. For example, on our Maple Grove for Avesta Housing in Westbrook, we successfully supported affordable housing development on a Brownfield site. We coordinated closely with developers and construction teams to minimize delays, reduce costs, and identify reuses for impacted materials all while maintaining compliance and safety.

St.Germain Brownfields Staff

Our assembled Brownfields QEP team is based in our Westbrook, Maine office. Dina Marie Drennan, Senior Project Advisor is based in Aventia's Lakewood, Colorado office. Resumes for these staff members are included in **Attachment B, Brownfields Staff Resumes**.

| Project Brownfields Qualified Environmental Professional (QEP) Team | | |
|---|--|---|
|  | <p>Erin Pike Bachelor of Science Degree, Environmental Studies, University of Maine, Machias OSHA 40 Hour HAZWOPER</p> | <p>Project Role: Principal in Charge Erin Pike will be responsible for the terms and conditions of contracts and general oversight of the project.</p> |
|  | <p>Kris Plante BS in Environmental Science & Management, University of Rhode Island OSHA 40 Hour HAZWOPER</p> | <p>Project Role: Project Manager/Point of Contact Kris Plante will be the primary project manager and point of contact for daily operations. Mr. Plante will provide updates and participate in outreach and meetings with DEP, EPA, property owners, and all other stakeholders.</p> |
|  | <p>John Marchewka, Maine L.G. BS in Geology, Montana State University Graduate course work in Hydrogeology and Environmental Law, University of Connecticut, Maine Licensed Geologist</p> | <p>Project Role: Technical Lead/Point of Contact John Marchewka will be the technical lead for the project. Mr. Marchewka will provide review of all technical documents, ensure quality assurance and quality control measures are implemented, assist in public outreach, and participate in strategic project planning.</p> |

Project Brownfields Qualified Environmental Professional (QEP) Team



Josh Hogan, Maine P.E.
Bachelor of Science Degree
Civil Engineering
Dublin Institute of
Technology-Ireland

Project Role: Maine Registered Engineer

Josh Hogan will serve as the project's lead Maine registered engineer. Mr. Hogan will provide services related to engineering review, design, specifications, and contractor reviews of SSDSs, stormwater, erosion control and sedimentation, remediation systems, and DEP approved cover systems.



Gabe McGinn
Bachelor of Science Degree,
Geology and Mathematics,
Bates College, Lewiston, Maine
OSHA 40 Hour HAZWOPER

Project Role: Field Supervisor

Gabe McGinn will schedule and coordinate subcontractors and assign himself or other St.Germain staff to conduct the field oversight. Mr. McGinn will review field notes and organize the data for report preparation. Mr. McGinn will ensure activities comply with the Remedial Action Plan and Environmental Media Management Plan.



Dina Marie Drennan, Ph.D.
Ph.D., Civil and Environmental
Engineering, Colorado School
of Mines
M.S., Environmental Science
and Engineering
B.S., Biology
OSHA 40-Hour HAZWOPER

Project Role: Senior Technical Advisor

Dr. Dina Drennan with BEM, St.Germain's sister company, brings over 11 years of experience under CERCLA and State-led cleanup programs. She has led large-scale remediation projects at Department of Defense installations nationwide, including accelerated PFAS site characterizations and feasibility studies. Dr. Drennan will provide senior technical advisory support and independent QA/QC review for the Roll Storage and Machine Shop Buildings project.



Libby Johnson

Project Role: Administrator and Office Manager

Libby Johnson has over 15 years of administration experience working for the private and public sector and is currently serving as Brownfields administrative lead for Avesta Housing and Youth and Family Outreach RLF Brownfields.

St.Germain has provided our lump sum cost for a typical ASTM and EPA AAI compliant Phase I ESAs, along with our staff billing rates.

| Standard Phase I ESA and Billing Rates for 2025 and 2026 | Lump Sum Cost (LS) and Hourly Rates |
|--|-------------------------------------|
| Phase I ESAs | \$3,000-\$3,500 |
| Erin Pike, Principal in Charge | \$208/hour |
| Kris Plante, QEP Project Manager | \$180/hour |
| John Marchewka, ME L.G., Technical Lead | \$195/hour |
| Josh Hogan, ME P.E., Project Engineer | \$195/hour |
| Gabe McGinn, Field Scientist | \$169/hour |
| Dina Marie Drennan, Project Advisor | \$195/hour |
| Libby Johnson, Project Administrator | \$120/hour |

St.Germain’s 2026 standard fees are provided in **Attachment C, 2026 Brownfields Fee Schedule**. St.Germain’s current **Certificate of Insurance** is included as **Attachment D**.

3.1 Project Partners and Subcontractors

St.Germain has listed below our preferred subcontractors that we have developed a solid relationship with and are confident they will provide quality services for the project. Pending the subcontractors availability or other unforeseen circumstances, an alternate subcontractor may be selected with the approval of the Town. Copies of the SSQAPP and health and safety plan (HASP) are forwarded to the subcontractors prior to the on-site kick-off meeting. The SSQAPP shall also be forwarded to the selected laboratory providing them the Tier reporting requirements for the project.



Alpha Analytical Services/Pace Analytical

Pace was founded in 1978 and has grown with the expansion of the environmental industry. Pace offers diverse analyses that meet quality assurance criteria and state certifications. Pace is a State of Maine certified laboratory and provides a comprehensive variety of analysis; therefore, reducing or eliminating the need to split samples from going to multiple laboratories.



New England Boring/Maine Test Borings, Hermon Maine. Maine Test Borings (MTBs) has a long standing reputation of excellence in central Maine for environmental drilling and sampling using a diverse fleet truck and track mounted auger and direct-push (Geoprobe) drilling rigs. Located in Hermon they are less than one hour from Lincoln, providing rapid mobilization for Phase II investigations. This proximity reduces mobilization costs and helps avoid scheduling delays during Maine’s limited field seasons.



EnviroVantage has extensive experience providing industrial hygiene and HBM survey and abatement for large mill sites and smaller commercial buildings in Maine and is licensed in the State of Maine.

Prior to initiating Site activities, all selected subcontractors will receive copies of the SSQAPP and HASP. The SSQAPP will also be shared with the designated analytical laboratory to communicate Tier-level data reporting requirements.

4.0 SUMMARY AND COMMITMENT

The Town of Lincoln's Brownfields Assessment Program represents an important opportunity to identify, evaluate, and plan for the revitalization of underutilized or potentially contaminated properties within the community. Through the EPA FY25 Brownfields Assessment Grant, the Town will be able to better understand environmental conditions at properties with historic industrial and commercial uses, allowing informed decisions about future redevelopment. These efforts will support protection of public health, reduce uncertainty for property owners and investors, and create opportunities for sustainable economic growth within Lincoln.

The former LP&T Mill site is where Form Energy has expressed interest in developing an Iron-Air Battery electricity generation and long-duration energy storage facility. This emerging technology has the potential to play a significant role in strengthening electric grid reliability and supporting renewable energy systems. Environmental assessments completed under the Brownfields program will also help clarify environmental conditions at portions of the former LP&T Mill property that could support future redevelopment associated with the proposed Form Energy long-duration energy storage project.

In addition to the LP&T Mill property, Lincoln has several former gasoline service station properties and other underutilized commercial sites that may also be strong candidates for Brownfields assessment. Conducting Phase I and Phase II ESAs on these properties can help the Town understand environmental conditions, reduce redevelopment uncertainty, and support reinvestment in key commercial areas of the community. As indicated at the end of Section 1.0, St.Germain completed an ASTM compliant Phase I ESA in December 2024 for the connected properties at 119 Main Street and 3 Clay Street in downtown Lincoln, known as the Whitney Energy site. This site has been an auto service station since the early 1920s and based on DEP files, has residual petroleum impacted soil remaining on site, which was identified during the removal of USTs in 1995.

All decisions regarding which sites are nominated for and included in Brownfields assessments will remain entirely at the discretion of the Town of Lincoln. The Town will determine which properties best align with its redevelopment priorities, economic development goals, and community planning objectives.

St.Germain views the Town of Lincoln's Brownfields Program not simply as a series of environmental investigations, but as an opportunity to help position the community for long-term economic revitalization. Our team looks forward to working collaboratively with Town leadership, property owners, and regional partners to help transform underutilized properties into productive community assets.

ATTACHMENT A

Penobscot County Environmental Assessment Experience



Penobscot County - Representative Environmental Experience

| Town | Phase I | Phase II | Remediation | GW Monitoring |
|-------------|---------|----------|-------------|---------------|
| Alton | | | | X |
| Bradford | | | | X |
| Bradley | | | X | |
| Chester | X | | | |
| Corinna | X | X | X | |
| Corinth | X | X | X | X |
| Dexter | X | | | |
| Dixmont | | X | | |
| Eddington | X | | | |
| Enfield | X | | | |
| Exeter | X | | X | |
| Hampden | X | X | X | |
| Hermon | X | | | X |
| Holden | X | | | |
| Kenduskeag | X | | | |
| Lagrange | X | | | |
| Lincoln | X | X | | |
| Medway | X | | X | |
| Milford | X | X | | |
| Millinocket | | X | | |
| Mount Chase | X | | | |
| Newport | X | X | | |
| Orono | X | X | | |
| Orrington | X | X | | X |
| Patten | | X | | |
| Plymouth | X | | | |
| Stacyville | X | | | |
| Veazie | X | | | |
| Winn | | X | | |

ATTACHMENT B
Brownfields Staff Resumes



Erin Pike
Senior Manager

A Senior Manager with over 20 years of experience, Ms. Pike has developed deep technical expertise and a strong leadership portfolio across environmental due diligence, site assessment, remediation oversight, and regulatory compliance. As leader of the Environmental Assessment & Remediation Practice Area, she is responsible for strategic direction, financial performance, team development, workload management, and delivering quality across all service lines. She is part of the St.Germain leadership team, supporting company-wide strategic initiatives, operational improvements, and cross-team collaboration.

Ms. Pike manages high-profile clients and complex environmental projects across New England, with specialized experience in environmental site assessments, remediation planning, stormwater compliance, and long-term groundwater monitoring. Her work emphasizes practical risk evaluation, cost-effective mitigation strategies, and strong client communication. Prior to joining St.Germain, she worked as an Environmental Scientist supporting investigation and remediation projects throughout Northern New England

EDUCATION

- Bachelor of Science Degree, Environmental Studies, University of Maine

PROFESSIONAL CERTIFICATIONS

- OSHA 40 Hour HAZWOPER
- First Aid, CPR, AED

PROFESSIONAL AFFILIATIONS

- Maine Energy Marketers Association (MEMA)
- Maine Real Estate Development Association (MEREDA)

CORE LEADERSHIP & TECHNICAL COMPETENCIES

Leadership & Management

- Staff supervision, coaching, and mentorship
- Financial performance oversight and forecasting
- Workload planning, resource allocation, and hiring
- Development and implementation of quality standards and process improvements
- Strategic growth planning for service lines and client sectors
- Client support, project strategy, and team building
- Work scope development, cross-team management, and project implementation

Principal Areas of Practice

- Environmental Site Assessment
- Multi-Sector General Permit (MSGP) compliance and oversight
- Groundwater monitoring, sampling, and trend evaluation
- Underground Storage Tank (UST) closures and removal oversight
- Site remediation project management
- Subcontractor oversight and field team leadership



Kristopher Plante Project Manager and Environmental Scientist

Kristopher Plante has over 10 years of experience working in the environmental consulting industry. Mr. Plante is an Environmental Scientist/Project Manager with expertise in soil, groundwater, and vapor sampling, Phase I and Phase II environmental site assessments, underground storage tank (USTs) closures, remediation, client support, and regulatory compliance.

Mr. Plante's role in the Lincoln Parcel 3 Cleanup will be to manage and coordinate subcontractors, conduct periodic site inspections to ensure activities comply with the Remedial Action Plan and Environmental Media Management Plan. He will also be key in providing photo-documentation and status updates that are incorporated in the Quarterly Reports and Final Closure Report.

REPRESENTATIVE PROJECT EXPERIENCE

AVESTA HOUSING, WESTBROOK, MAINE

Responsibilities include implementing the DEP approved sampling plan for characterizing the on-site urban fill, oversight of the soil segregation and temporary stockpiling, coordinating the loading of railcars, documenting the railcar load quantities, keeping a cumulative record of total soil tonnage, interfacing with CSX website for rail pulls, disputing demurrage charges, manifests, and tracking. Mr. Plante provides routine inspections of the on-site stormwater controls and ensures sediment and erosion control measures are functioning properly. He also reviews Avesta requisitions submitted to DECD and GPCOG for eligible cost re-imbusement. Soil management has occurred simultaneously with development with no issues to date. Excavation for the foundation of the next building in the second phase of the project is scheduled for the Spring of 2025.

3 LINCOLN STREET, BIDDEFORD, MAINE BROWNFIELDS (4635-0003, 2025-Present)

St.Germain is serving as the QEP for the 3 Lincoln Street Brownfields RLF cleanup project in Biddeford, Maine, on behalf of Fathom Company, the site owner and developer. Services include oversight of EPA Brownfields Cleanup Grant compliance in support of redevelopment of the former Maine Energy Recovery Company (MERC) facility into a mixed-use property. Responsibilities encompass management of PCB- and dioxin-impacted soils under an existing Declaration of Environmental Covenant and Environmental Media Management Plan, coordination with Maine DEP and U.S. EPA, preparation and implementation of a Site-Specific Sampling and Quality Assurance Project Plan (SSQAPP) to support off-site disposal approvals, and execution of public outreach activities, including public meetings and formal response to community comments, to ensure protection of human health and the environment throughout cleanup and redevelopment.

UST ASSESSMENTS / CLOSURES - NEW ENGLAND

Responsible for performing and managing Underground Storage Tank (UST) Closure Assessments. These UST Assessments range in size from small service stations to large-scale bulk terminals. At each facility, Mr. Plante acts as the on-site Health & Safety Officer, inspects the tanks and piping for evidence of releases, photo documents the tank and soil conditions, and conducts soil screening either by photoionization detector (PID) and headspace technique and or oleophilic dye testing per DEP standard operating procedure TS-004. If screening levels exceed the TS-004 notification levels, Mr. Plante communicates to the tank and or property owner that current conditions require DEP notification and may offer to contact DEP on their behalf. Generally, soil screening continues until screening soil samples meet the DEP cleanup goal laterally in all directions and depth unless site limitations prohibit the expansion of the excavation. A select number of duplicate soil samples are collected for laboratory analyses for confirmation and or representative of what contamination may remain due to site limitation.



Mr. Plante is familiar with the TS-004 protocols, various volumes of soil required for each remedial action scenario applicable to the site (leaching to groundwater, Residential, Construction Worker), and has technical experience with the calibration, bump testing, and limitations of various PID instruments. He conducts tailgate safety meetings, maintains excavation buffers around the excavation perimeter, ensures stockpiles are properly covered at the end of the day, keeps the public a safe distance from excavation activities.

SOIL REMOVAL OVERSIGHT – NEW ENGLAND

Managed field activities during large scale soil removal projects. Responsible for monitoring soil quality and directing subcontractors involved in the excavations.

Springvale, Maine: Supervised the excavation of multiple test pits at select locations across the site for collecting representative composite soil samples prior to remedial excavation work. The samples were analyzed for waste characterization parameters per the licensed disposal facility criteria for off-site disposal. Completed the waste profile and submitted it for disposal facility approval. Coordinated and directed subcontractor to excavate and live load approximately 1,350 tons of impacted soil exhibiting significant petroleum impacts based on oleophilic dye test screening in accordance with DEP standard operating procedure TS-004. Arranged the de-watering of groundwater from the excavation to a three-chamber weir tank designed to allow sediment to settle out and act as an oil/water separator. Mr. Plante obtained the necessary permit to discharge 165,082-gallons of groundwater to the municipal sewer. Upon completion of the field activities, he prepared the Remedial Action Plan Summary Report.

SOIL VAPOR EXTRACTION SYSTEMS

Responsibilities include overseeing installation of soil vapor extraction (SVE) systems, conducting pilot tests, and operation and maintenance system checks.

MEDIA SAMPLING

Experience in supervising the completion of soil borings and installation of groundwater monitoring wells by geoprobe and hollow stem auger. Completion of soil boring logs. Low-flow groundwater sampling, soil screening and sampling, soil gas, sub-slab, and indoor air sampling, wipe sampling, surface water sampling, porewater sampling, and water supply well sampling in accordance with DEP standard operating procedures. Calculates and implements incremental sample method (ISM) sampling.

ENVIRONMENTAL DUE DILIGENCE – NEW ENGLAND

Records Search with Risk Assessments, Environmental Records Review, Transaction Screens, and conduct Phase I Environmental Site Assessments in accordance with All Appropriate Inquiry (AAI) per 40 CFR Part 312 consistent with both the ASTM Standard E1527-21 and E2247-16 (for Forested or Rural Property). Sites range from small commercial properties to large industrial sites with a long history of manufacturing use.

EDUCATION

- Bachelor of Science Degree, Environmental Science, University of Rhode Island

HEALTH & SAFETY TRAINING

- OSHA 40-Hour HAZWOPER, 8-hour refresher January 2025

PRINCIPAL AREAS OF PRACTICE

- Environmental Due Diligence
- Risk Assessment
- Remediation
- UST Closures
- Project Management
- Soil, Groundwater, and Vapor sampling



John Marchewka, ME LG, NH PG

Senior Environmental Geologist

John Marchewka has over 30 years of experience working in the environmental and geological consulting industry. Mr. Marchewka is a Senior Environmental Geologist with expertise in Brownfields, environmental assessments, remediation, construction, client support, regulatory compliance, and strategic project planning.

Mr. Marchewka has completed successful Brownfields Phase I and Phase II environmental site assessments (ESAs), soil and groundwater remediation, and construction management and inspections at many commercial and industrial facilities in support of EPA Brownfields and the Maine Department of Environmental Protection (DEP), Voluntary Response Action Program (VRAP). Mr. Marchewka's work has contributed to the successful regulatory closure and redevelopment of contaminated properties throughout Maine. These projects have included the former Eastland Woolen Mill, Corinna Water District, Irving and Wilton Tanning companies, and the City of Sanford Brownfields industrial mills, riverwalk properties, and the CGA site. In addition, he has performed Brownfields work for the Kennebec Valley Council of Government (KVCOG) in Waterville, Pittsfield, Augusta, and Oakland, and for the Greater Portland Council of Government (GPCOG) in downtown Westbrook to redevelop former industrial land into affordable and workplace housing.

REPRESENTATIVE PROJECT EXPERIENCE

AVESTA AFFORDABLE HOUSING, WESTBROOK, MAINE

Assisted Avesta with application and obtaining an EPA Brownfields Revolving Loan Fund (RLF) subgrant through GPCOG to clean up contaminated soil/urban fill at a former rail yard and industrial site. The cleanup grant was instrumental in allowing the housing development to move forward and securing other grants and low interest loans. Brownfields work under the approved QAPP included, impacted soil characterization for onsite reuse under DEP approved cover systems and offsite transport and disposal to a licensed landfill. Preparation of VRAP application and Environmental Media Management Plan (EMMP), Analysis of Brownfields Cleanup Alternatives (ABCA), Community Involvement Plan (CIP), assistance with ACRES reporting, and requisition reviews. Establishment of an on-line public information repository and conducted an onsite public informational meeting, along with VRAP and EPA closure reporting.

3 LINCOLN STREET, BIDDEFORD, MAINE BROWNFIELDS

St.Germain is serving as the QEP for the 3 Lincoln Street Brownfields RLF cleanup project in Biddeford, Maine, on behalf of Fathom Company, the site owner and developer. Services include oversight of EPA Brownfields Cleanup Grant compliance in support of redevelopment of the former Maine Energy Recovery Company (MERC) facility into a mixed-use property. Responsibilities encompass management of PCB- and dioxin-impacted soils under an existing Declaration of Environmental Covenant and Environmental Media Management Plan, coordination with Maine DEP and U.S. EPA, preparation and implementation of a Site-Specific Sampling and Quality Assurance Project Plan (SSQAPP) to support off-site disposal approvals, and execution of public outreach activities, including public meetings and formal response to community comments, to ensure protection of human health and the environment throughout cleanup and redevelopment.

HEAD OF FALLS VILLAGE, WATERTVILLE, MAINE

Provided services to Northland Renewal LLC and Central Maine Growth Council (CMGC) with preparation of a successful Brownfields application through the City of Waterville and DEP for the redevelopment of an urban block at Temple and Front Streets. The proposed development will include mixed use commercial and retail on the ground floors with affordable and market rate housing on the upper floors. The grant money was used to perform

Phase I and Phase II ESAs along with hazardous building materials survey for the proposed demolition work and development. Assisted with additional grant and loan funding through the KVCOG and Maine Department and Economic Community Development (DECD) for hazardous building materials abatement, demolition and disposal of old buildings, and the remediation and cleanup of contaminated soil and urban fill. Work has included bringing the site through the VRAP, preparation of a DEP approved EMMP, and remediation cost estimating for future development of the Brownfields ABCA and CIP.

CGA AND RIVERWALK SITES, SANFORD, MAINE

Completed the Phase I and Phase II ESAs at the former 18 acre CGA circuit board recycling facility and waste storage yard under a City of Sanford Brownfields assessment grant in partnership with Weston & Sampson. Under the same Brownfields assessment grant, completed Phase I ESAs for multiple parcels along the Mousum River to provide environmental due diligence for a public trail system. The Phase I ESAs were completed in accordance with ASTM standards with EPA and DEP review.

FORMER WOOLEN MILLS, SANFORD, MAINE

Completed Phase I ESAs and Geoprobe soil and groundwater sampling at multiple industrial and woolen mill properties in Sanford. Work was done under an EPA Brownfields assessment grant in partnership with Weston & Sampson. The Phase I ESAs were completed in accordance with ASTM standards with EPA and DEP review.

CASCADE WOOLEN MILL, OAKLAND, MAINE

Performed the Phase I and Phase II ESAs at the former Cascade Woolen Mill under a Brownfields assessment grant through KVCOG in partnership with Weston & Sampson. Work under the approved QAPP included, Geoprobe drilling of soil borings and monitoring wells, soil, groundwater, soil vapor, and surface water sampling and testing, QA/QC of laboratory data, and EPA Brownfields reporting.

FLAT IRON BUILDING, AUGUSTA, MAINE

Completed Phase I and Phase II ESAs at the former Augusta, Maine Flat Iron building under a Brownfields assessment grant through KVCOG in partnership with Weston & Sampson. Work under the approved QAPP included, Geoprobe drilling of soil borings and monitoring wells, and soil and groundwater sampling and testing. The Phase I ESA was completed in accordance with ASTM standards with EPA and DEP review and Phase II ESA data supported the site reuse under VRAP.

PRINTING COMPANY, EELWEIR ROAD, PITTSFIELD, MAINE

Completed the Phase I and Phase II ESAs for a former printing company on Eelweir Road in Pittsfield, Maine under a KVCOG Brownfields assessment grant in partnership with Weston & Sampson. Work under the approved QAPP included, Geoprobe drilling of soil borings and monitoring wells, and soil, groundwater, and soil vapor testing. The Phase I ESA was completed in accordance with ASTM standards with EPA and DEP review and Phase II ESA data supported the site reuse under VRAP.

EASTLAND WOOLEN MILL, CORINNA, MAINE

Completed multiple environmental investigations and remediation related work at the former Eastland Woolen Mill and Superfund site. Work included Phase I ESAs, petroleum and hazardous chemical underground storage tank (UST) removals, assessment, and remediation under DEP and EPA regulations. Sediment sampling and testing of the woolen mill's tail race, which received direct discharge of chlorobenzene from dye kettles. Sediment, surface water, and porewater testing along the downstream stretch of the east branch of the Sebasticook River. Completed private well assessments and well testing in and around downtown Corinna to determine impacts to private drinking water supplies from the former mill operations.

CORINNA WATER DISTRICT, CORINNA, MAINE

The Corinna Water District (CWD) was created to provide clean drinking water to the Town of Corinna. The Town's bedrock aquifer and private drinking water supply wells were severely contaminated with chlorobenzene from Eastland Woolen mill. Completed groundwater supply hydrogeologic explorations, pumping tests, and water quality testing for the permitting and establishment of the Town's first public water supply located off Nokomis Road in Corinna. Mr. Marchewka was retained by the State DEP to serve as interim Chair of the CWD. For five years

these duties included chairing bimonthly CWD public meetings, working with district members and superintendent as the liaison between the DEP and the public, monitoring water quality and supply quantities, and assisting the CWD with establishing a new, second clean groundwater supply well to meet increasing water demands.

IRVING TANNING ANNEX, HARTLAND, MAINE

Completed multiple environmental investigations and remediation related work at the former Irving Tanning Annex and adjacent Town of Hartland sludge landfill under the Irving Tanning Company, Town of Hartland, and later under the DEP Brownfields grant program. Work included Phase I ESAs, petroleum and hazardous chemical underground storage tank (UST) removals, assessment, and remediation under DEP and EPA regulations, surface soil sampling of paint booth exhaust areas, groundwater and subslab vapor testing due to chemical AST and underground piping releases, solid waste landfill characterization and delineation, oversight of hazardous building materials surveys and demolition, and landfill monitoring of contaminate impacts to groundwater and surface water.

WILTON TANNING, WILTON, ME

Completed environmental investigations and remediation related work at the former Wilton Tanning complex in Wilton, Maine, which later became a Brownfields funded site. Work included Phase I ESA, petroleum and hazardous chemical underground storage tank (UST) removal, assessment, and remediation under DEP and EPA regulations. Sludge lagoons sampling, remediation planning and cost estimating, buried waste (tanned hides) area testing and delineation, remediation/capping cost assessments, Wilson Stream water and sediment sampling for impact analysis, and building interior soil borings and vapor assessments to address subfloor PCE contamination due to hide dry cleaning operations. Cooperatively worked with DEP and EPA RCRA to assess contamination and prepare reports, work plans, QAPPs, and remediation cost estimates.

SPRING POINT PROPERTIES - SOUTH PORTLAND, MAINE

Environmental due diligence and strategic project planning related to the former Liberty Shipyard located on the Spring Point peninsula in South Portland, Maine. Environmental Phase I and II ESAs, remediation, and regulatory planning with EPA TSCA and DEP VRAP, which was later further funded through the EPA Brownfields program. Preparation of EPA TSCA approved Self Implementing Plan (SIP) for investigation and remediation of PCB soils. PCB soil remediation work, which included excavation and PCB soil removal and confirmation testing. DEP and EPA TSCA reporting and remediation cost estimating for capping under TSCA and VRAP.

EDUCATION

- Bachelor of Science Degree, Geology, Montana State University
- Graduate course work in Hydrogeology and Environmental Law, University of Connecticut, Boston University, and University of New Haven

PROFESSIONAL CERTIFICATIONS

- Maine Licensed Geologist #319
- New Hampshire Licensed Geologist #316
- OSHA 40-Hour HAZWOPER

PROFESSIONAL AFFILIATIONS

- Maine Aggregate Association
- Maine Real Estate and Development Association
- Geologic Society of Maine

PRINCIPAL AREAS OF PRACTICE

- Project Management
- Strategic Project Planning
- Environmental Due Diligence
- Risk Assessment
- Remediation
- Hydrogeology
- Environmental Permitting
- Expert Witness



Gabriel McGinn

Environmental Scientist and Project Manager

Gabriel McGinn is an Environmental Scientist and Project Manager who performs Phase I and II Environmental Site Assessments and Underground Storage Tank (UST) closure assessments. Mr. McGinn has experience with construction and remediation oversight, preparing cleanup summary reports, and a variety of investigation methods for sampling various media for contaminants of concern.

Prior to joining St.Germain, Mr. McGinn worked as an Environmental Scientist at an environmental firm in Massachusetts. Mr. McGinn earned a Bachelor of Science in Geology and Mathematics from Bates College in Maine.

REPRESENTATIVE PROJECT EXPERIENCE

COMMERCIAL PROPERTY, PORTLAND, MAINE

An initial Phase I ESA identified Recognized Environmental Conditions related to the historic use of the Site as a gasoline station and adjacent property historic uses as a gasoline station and dry cleaner. A Phase II ESA consisted of subsurface soil, groundwater, and soil gas sampling for contaminants associated with petroleum and dry cleaner solvents. Sample results indicated select volatile organic compound exceeded commercial worker Remedial Action Guidelines. In preparation of redevelopment, an Environmental Media Management Plan, pre-demolition asbestos survey, and universal waste inventory were prepared and implemented. Asbestos was abated, universal waste properly disposed, 51 tons of concrete demolition debris was removed, 3,500 tons of petroleum impacted soil was transported off-site for disposal, 31,000-gallons of groundwater was treated with carbon prior to discharging to the Portland sewer system, and the site applied and received a Voluntary Response Action Program (VRAP) No Further Action Assurance letter for limited liability protections.

NATIONAL GRID & NARRAGANSETT ELECTRICAL COMPANY

Conducted Hazardous Building Material Assessment for electrical substations prior to demolition, testing all building materials for asbestos, polychlorinated biphenyl (PCBs), and other contaminants. Designed and implemented remedial solutions including off-site disposal and on-site cover systems for the protection of human health and the environment.

EDUCATION

- Bachelor of Science Degree, Geology and Mathematics, Bates College, Lewiston, Maine

PROFESSIONAL CERTIFICATIONS

- OSHA 40 Hour HAZWOPER

PRINCIPAL AREAS OF PRACTICE

- Phase I and II Environmental Site Assessments
- Analytical Sampling
- Field Screening
- Low Flow Groundwater Sampling
- Environmental Sampling
- Soil Removal Supervision
- Underground Storage Tank Removals
- Field Supervision of Subcontractors
- Installation of Monitoring Wells
- Remedial Systems
- Surveying



Josh Hogan, PE Civil Engineer

Josh Hogan is a Civil Engineer at St.Germain with experience in site and stormwater engineering. He has been involved in the site development of several project since joining St.Germain in March 2024. Prior to joining St.Germain, Josh worked as a civil engineer, specializing in site and stormwater engineering, in Washington State.

REPRESENTATIVE PROJECT EXPERIENCE

Multifamily Residential – South Portland, Maine

Project engineer for 38-unit residential single-bedroom apartments for seniors. Worked with architectural and landscape design team to develop site meeting clients' needs while providing stormwater treatment methods to meet Maine DEP stormwater standards. State and local permitting assistance.

Gas Station Redevelopment – Westbrook, Maine

Designed new layout for gas station and associated utilities to meet local requirements. Providing construction assistance.

New Bulk Propane/Butane Facility – Westbrook, Maine

Designing new layout for above ground storage tanks for storage and transfer of high purity solvents. Coordinated with Maine Fuel Board, Westbrook Fire Department to ensure design meets local and state regulations.

Commercial Redevelopment – Westbrook, Maine

Designed new site layout, internal circulation, and stormwater features to meet local and state requirements. Providing construction assistance.

New Bulk Fueling Facility – Central Maine

Designing a bulk fueling and retail fueling station with underground storage tanks, stormwater features to meet local and state requirements.

EDUCATION

- Bachelor of Science in Civil Engineering
Dublin Institute of Technology-Ireland

PROFESSIONAL CERTIFICATIONS

- Maine Professional Engineer – License No. 18986

PRINCIPAL AREAS OF PRACTICE

- Site Design
- Stormwater Design
- Stormwater Modeling
- Water and Wastewater Design
- Hydraulic Modeling
- AutoCAD Civil 3D

Dina Marie Drennan
Senior Environmental Scientist

Years of Experience: 11

Education:

- Colorado School of Mines, Golden, CO
- PhD Civil and Environmental Engineering, (December 2016)
- Masters Environmental Science and Engineering, (December 2012)
- Foothill College, Los Altos Hills, CA
- Geographic Information Systems (GIS) Certificate Program, (March 2010)
- Syracuse University, Syracuse, NY
- Bachelor of Science degree in Biology, (May 2009)

Professional Registration(s):

- Interstate Technology and Regulatory Council (ITRC) PFAS Fate and Transport/Site Characterization and Treatment Technologies Teams
- Current OSHA 40-hour HAZWOPER certification

Current Responsibilities:

Dr. Drennan is an experienced environmental scientist with expertise in a range of contaminants and remedial options from the lab to field scale. Her graduate work focused on optimizing passive treatment systems for mining impacted water, in particular evaluating biogeochemistry of pilot systems. Her more recent research has involved fate and transport of PFAS particularly in the vadose zone. She has demonstrated success in effective data analysis. Of particular relevance is establishing a workflow for LTM trend analysis and analyzing surface water/sediment data under gaining and losing stream sections.

Summary of Experience:

PFAS Groundwater Monitoring and Well Maintenance, (Peterson SFB, Colorado; US Air Force Academy, CO) 2022-Ongoing

Senior Environmental Scientist. This long-term monitoring project requires quarterly groundwater monitoring for PFAS at Peterson SFB and USAFA to monitor the extent of groundwater impacts site-wide and off-site; assess groundwater quality trends, and make recommendations to USAF regarding the PFAS monitoring program. Perform monitoring, well network inspections, and maintenance. Dr. Drennan developed the workflow for Mann-Kendall Trend analysis and performed technical oversight.

Basewide PFOS/PFOA Remedial Investigations (RIs), Buckley AFB, CO; Peterson AFB, CO; Ellsworth AFB, SD 2020-2025, Complete

Senior Environmental Scientist. Dr. Drennan has acted as the Senior Environmental Scientist conducting accelerated base-wide Remedial Investigations at Buckley AFB, Colorado, Peterson AFB, Colorado, and Ellsworth AFB, South Dakota to delineate the nature and extent of PFAS via adaptive high-resolution site characterization and development of a flux-based conceptual site model (CSM) to support source removal, groundwater containment, and future risk assessments. Her responsibilities included developing 3D conceptual site models of source areas, quantifying relative flux from sources areas so as to inform source strength. She also performed technical

oversight on treatability studies to inform source removal action evaluation. Evaluate non-AFFF sources through application of multivariate techniques. Contribute to RI reporting.

PFAS Site Investigation, (Confidential Industrial Site, ND, US) 2023-Ongoing

Senior Environmental Scientist. Dr. Drennan is performing a site investigation to determine nature and extent of PFAS impacts in environmental media (soil and groundwater) including 3D conceptual site model (CSM) development and stratigraphic flux analysis, performing desktop groundwater fate and transport assessment to support groundwater receptor survey, and conducting feasibility study for remedial action. She is responsible for technical oversight and development of the CSM to support adaptive sampling.

Basewide PFOS/PFOA Remedial Investigations (RIs), Cape Newenham RI, Cape Romanzof, Indian Mountain, Sparrevohn, Tatalina, Fort Yukon, and Bullen Point, (AK, USA) 2023-Ongoing

Senior Environmental Scientist. Dr. Drennan contributed to conducting an accelerated RI at three remote LRRS to characterize and delineate the nature and extent of PFAS-impacts at one or more validated AFFF source areas at each installation, for various media (groundwater, soil, sediment, surface water, porewater). The work includes compliance to CERCLA and non-CERCLA regulations, and coordination with DoD, public, and State regulatory stakeholders. Her responsibilities included developing 3D conceptual site models of source areas, quantifying relative flux from sources areas to inform source strength. She performed technical oversight on treatability studies to inform source removal action evaluation. She evaluated non-AFFF sources through the application of multivariate techniques and contributed to RI reporting.

Basewide PFOS/PFOA Remedial Investigation, (Eielson AFB, AK)

Senior Environmental Scientist. Dr. Drennan supported conducting accelerated base-wide Remedial Investigation at Eielson AFB, Alaska to delineate the nature and extent of PFAS via adaptive high-resolution site characterization and development of a flux-based conceptual site model (CSM) to support source removal, groundwater containment, and future risk assessments. Specifically she supported data analysis and contributed to #D model development.

Remedial Investigation/Feasibility Study (RI/FS), Site DA090 – RV Parking Lot Drum Site, Joint Base Elmendorf-Richardson (JBER), (AK, USA) 2020-Ongoing

Senior Environmental Scientist. Dr. Drennan supported conducting site-wide RI/FS to support site closure, consisting of soil and groundwater characterization and delineation. Identified multiple data gaps and potentially unidentified source soils contributing to TCE groundwater impacts. Leading technical efforts to develop scope and 2D fate and transport groundwater modelling to address data gaps and inform removal action(s) and risk assessments. Specifically she supported data analysis and contributed to the development of a 3D conceptual site model.

Experience Prior to BEM Systems, Inc.:

CDM Smith, Bellevue, WA, Environmental Scientist November 2016-March 2022

- Standard Operating Procedure (SOP) development for laboratory experiments and sampling campaigns for internal and external clients. Recently much of this has been focused on PFAS sampling efforts at wastewater treatment plants

- Advises on data quality generated in the lab and field. Interprets findings into conceptual models and technical reports and memoranda.
- Developed workplans (sampling and analysis plans) for PFAS research projects as well as compliance.
- Experience with a wide range of water and remediation issues (PFAS, BTEX, PCBs, chlorinated solvents, COD, munitions, algal toxins, PCPs, metals, disinfection, etc.)
- Advises on laboratory and field safety and chemical handling regularly
- Trains junior staff for independent execution of experiments and sampling
- Proposal preparation and writing (SERDP, ESTCP, and WRF)
- Set up a lab and trained operators at a wastewater treatment plant (Joint Base Lewis McCord) for ongoing monitoring
- Built, established protocol, and operated UV batch and flow through reactors for UV and UV-AOP applications in the treatment of recalcitrant contaminants and advanced treatment for drinking water
- Collaborated in building a bench-scale ozone system for evaluation of ozone doses in advanced drinking water treatment.
- Rapid small-scale column tests (RSSCTs) for PFAS removal using GAC and IX resins

Colorado School of Mines Department of Civil and Environmental Engineering, Golden, CO. Graduate student researcher August 2010-October 2016

- Research focusing on biogeochemistry of sulfate reducing bioreactors treating mining influenced water
- Teaching Assistant for Environmental Engineering Field Session; Summer 2011, 2012, 2015
- Teaching Assistant for Environmental Engineering Laboratory; Spring 2016
- Developed and implemented Au-FISH (nanogold labelled fluorescent in situ hybridization)
- Next generation sequencing and bioinformatics
- Developed SOP for using Amazon Web Services (AWS) for bioinformatic processing; facilitated lab- wide implementation
- Geochemical digests
- Experimental design
- Field sampling

Stanford Synchrotron Radiation Laboratory, Palo Alto, CA. Student researcher March 2014-October 2016

- Sample preparation
- Independent operation of the beamline
- Data processing (Sixpack)

United States Geological Survey, Menlo Park, CA. Hydrological and Biological Technician, December 2007-2011.

Toxic Substances Hydrology Program, specifically the Bemidji Crude-Oil Research Project.

- Processing and logging core samples anoxically
- Preparing anaerobic media
- Inoculating media for MPN analysis
- Enumerated microorganisms for using MPN technique
- Gas chromatography for benzene and methane quantification
- Designed and executed microcosm experiment

- Collected water quality data in the field
- Prepared and presented posters for American Geophysical Union meetings December 2010 & 2011
- Lead author on a Scientific Investigations Report (SIR) (publications by request)
- Helped prepare a presentation for a NATO conference and a chapter for the proceedings thereof (publications by request)
- Performed minor mechanical and electrical repairs

Awards:

- Fall 2016 Civil and Environmental Best Ph.D. Dissertation: Biogeochemistry of Sulfate Reducing Bioreactors: How Design Parameters Influence Microbial Consortia and Metal Precipitation
- SERDP/ESTCP Project of the Year: Key Fate and Transport Processes Impacting the Mass Discharge, Attenuation, and Treatment of Poly- and Perfluoroalkyl Substances and Comingled Chlorinated Solvents or Aromatic Hydrocarbons (staff scientist responsible for experimental execution).

Funded Research:

- WATER RESEARCH FOUNDATION 5031 Occurrence of PFAS Compounds in U.S. Wastewater Treatment Plants (Co-Principal Investigator).
- ESTCP ER-24-B1-8160 Framework for Site Specific Source Strength and Leaching at AFFF Sources (Co-Principal Investigator).
- ESTCP ER23-3599 Assessing Polyfluoroalkyl Substance Biotransformation in Soil at AFFF-Impacted Sites (Principal Investigator prior to job change)

Publications:

Please visit my [Google Scholar](#)

Schaefer, Charles E; **Drennan, Dina M**; Tran, Danielle N; Garcia, Raymmah; Christie, Emerson; Higgins, Christopher P; Field, Jennifer A; (2019) Measurement of aqueous diffusivities for perfluoroalkyl acids Journal of Environmental Engineering

Schaefer, Charles E; Hooper, Jennifer; Modiri-Gharehveran, Mahsa; **Drennan, Dina M**; Beecher, Ned; Lee, Linda; (2022) Release of poly-and perfluoroalkyl substances from finished biosolids in soil mesocosms Water Research

Schaefer, Charles E; **Drennan, Dina**; Nickerson, Anastasia; Maizel, Andrew; Higgins, Christopher P; (2021) Diffusion of perfluoroalkyl acids through clay-rich soil (vol 241, 103814, 2021) JOURNAL OF CONTAMINANT HYDROLOGY

Schaefer, Charles E; Hooper, Jennifer L; Strom, Laurel E; Abusallout, Ibrahim; Dickenson, Eric RV; Thompson, Kyle A; Mohan, Gayathri Ram; **Drennan, Dina**; Wu, Ke; Guelfo, Jennifer L; (2023) Occurrence of quantifiable and semi-quantifiable poly-and perfluoroalkyl substances in united states wastewater treatment plants Water Research

ATTACHMENT C

Fee Structure



St.Germain Public Projects Fee Schedule
 (Effective as of January 1, 2026)

Labor

| | | |
|--|----------|----------|
| Principal: | \$217.00 | per hour |
| Senior Manager: | \$208.00 | per hour |
| Senior Registered Professional Engineer: | \$208.00 | per hour |
| Senior Project Manager: | \$190.00 | per hour |
| Registered Professional Engineer: | \$195.00 | per hour |
| Registered/Licensed Geologist: | \$195.00 | per hour |
| Certified Hazardous Materials Manager: | \$195.00 | per hour |
| Project Manager: | \$180.00 | per hour |
| Project Designer: | \$180.00 | per hour |
| Project Engineer: | \$180.00 | per hour |
| Project Scientist: | \$169.00 | per hour |
| Senior Scientist: | \$180.00 | per hour |

| | | | |
|--------------------------|---|---------|-------------------|
| Engineer: | } | | |
| Civil Designer: | | Level 1 | \$151.00 per hour |
| Environmental Scientist: | | Level 2 | \$142.00 per hour |
| Geologist: | | Level 3 | \$133.00 per hour |
| Regulatory Specialist: | | | |
| Scientist: | | | |

| | | |
|--------------------|----------|----------|
| Field Technician: | \$120.00 | per hour |
| Project Assistant: | \$120.00 | per hour |

Mileage:

| | | |
|-------------------------|----------|----------|
| Personal Vehicle: | \$0.70 | per mile |
| Pick Up Truck: | \$140.00 | |
| Pick Up Truck (Partial) | \$70.00 | |

Rates for emergency response, litigation support and expedited services are available upon request.

ATTACHMENT D

Certificate of Insurance
(Submitted in Separate Email File)

Sever +

Mahe Bid



SUBMITTED BY:
Sevee & Maher Engineers
4 Blanchard Road, PO Box 85A
Cumberland, ME 04021

sme-engineers.com

PRIMARY CONTACT:
Aaron Martin, LG
Project Manager / Senior Geologist
o: 207.829.5016 | c: 207.712.6180
aaron.martin@smemaine.com

TOWN OF LINCOLN

U.S.EPA FY2025 COMMUNITY-WIDE BROWNFIELDS ASSESSMENT PROGRAM

MARCH 12, 2026



March 12, 2026

Ruth Birtz
Economic Development Administrator
Town of Lincoln
29 Main Street, Lincoln, Maine 04457



SENT VIA EMAIL: ruth.birtz@lincolnmaine.org

Request for Proposals for QEP Consultant Services for United States Environmental Protection Agency Community-Wide Brownfields Assessment Program

Dear Ruth,

Sevee & Maher Engineers (SME) is pleased to submit our proposal to provide Qualified Environmental Professional (QEP) Consulting services to the Town of Lincoln (the Town). This submission has been prepared in accordance with the Town's Request for Proposals for QEP Consultant Services for its Community-Wide Brownfields Assessment Program. SME's proposal reflects our understanding of the breadth of support the Town seeks, as it continues to revitalize properties throughout the Town and transform the former Lincoln Pulp & Tissue Mill (LP&T Mill) as the Lincoln Technology Park, a center for next generation/technology-driven forest products.

In 2020, SME team members, began working with Lincoln to provide technical expertise for the Town's first United States Environmental Protection Agency (U.S.EPA) Community-Wide Brownfields Assessment grant, which included assessment activities at the former LP&T Mill site. Those early efforts marked the beginning of what has since become one of the most successful and widely recognized Brownfields programs in U.S. EPA Region 1.

The Town understands the importance of relationships within the community, across the region, and at the state and federal regulatory levels. Throughout SME's 40-year history of operating in Maine, we have built strong, enduring relationships with local, state, and federal stakeholders, and these connections extend throughout the development community, including professionals whose careers center on residential, municipal, and industrial redevelopment. SME's relationships will become increasingly important as new development opportunities emerge in Lincoln.

In just a few years, the work led by you and Steve Levesque has become a leading model for what Brownfields grant-funded projects can accomplish. The SME team has been honored to collaborate closely with the Town's talented staff throughout this transformation, and we are eager for the opportunity to continue supporting this important work. We are grateful to be part of a team helping to redefine the future of Lincoln.

Aaron Martin, LG, will serve as the Project Manager for the Town's Community-Wide Brownfields Assessment program. During the Town's Fiscal Year 2019 Brownfields Assessment Program, Aaron spearheaded assessment activities for eight hydro dams, three schools, and the creation and permitting of the Asbestos Consolidation Area at the LP&T Mill site. This Consolidation Area is the first of its kind in Maine and was designed by SME to streamline onsite asbestos management. SME developed the cleanup strategy, prepared cost estimates for construction and operation, and implemented solutions that significantly reduce trucking and disposal costs.

Over the past three years, members of SME's Project Team have also supported the Town in Brownfields-funded cleanup activities at the Tissue Machine Building Nos. 6 and 7, the eastern portion of the Paper Mill, and the Scale Shack at the LP&T Mill site. These projects have effectively utilized the Asbestos Consolidation Area and leveraged supplemental Brownfields funding through the Eastern Maine Development Corporation and the Maine Department of Economic and Community Development.

SME congratulates the Town on your successful Brownfields Assessment Grant award. We have worked diligently and enthusiastically with Lincoln for the past six years and we are extremely proud that our continued pro-bono efforts assisting with the grant application preparation helped produce a winning grant! Our attached qualifications illustrate why we believe SME is the right choice for the Assessment Program. For the past six years, SME's team has also been involved in the Town's efforts to remediate the LP&T Mill site. Our history and institutional knowledge will benefit the Town with your Brownfields Assessment Program.

SME certifies that to the best of our knowledge, all information provided in our response to this RFP is accurate and complete. If any additional information would be helpful, please contact Aaron Martin by phone at 207.829.5016 (office) or 207.712.6180 (cell), or by email at aaron.martin@smemaine.com. We look forward to the possibility of continuing our partnership and contributing to the next phase of revitalization in the Town of Lincoln.

Sincerely,



Aaron Martin, LG
Project Manager
207.829.5016
aaron.martin@smemaine.com



Nicholas Sabatine, PG
Senior Technical Advisor
207.829.5016
nick.sabatine@smemaine.com



Erik Clapp, PhD, LG
President / Principal
207.829.5016
emc@smemaine.com

TABLE OF CONTENTS

| | | |
|--------------------|-------------------------|-----------|
| 1 | Firm Information | 1 |
| 2 | Scope of Work | 4 |
| 3 | Project Staff | 7 |
| 4 | References | 8 |
| 5 | Fee Schedule | 9 |
| 6 | Insurance | 10 |
| Attachments | | |
| 1 | Resumes | 11 |
| 2 | Insurance | 18 |

1 | FIRM INFORMATION

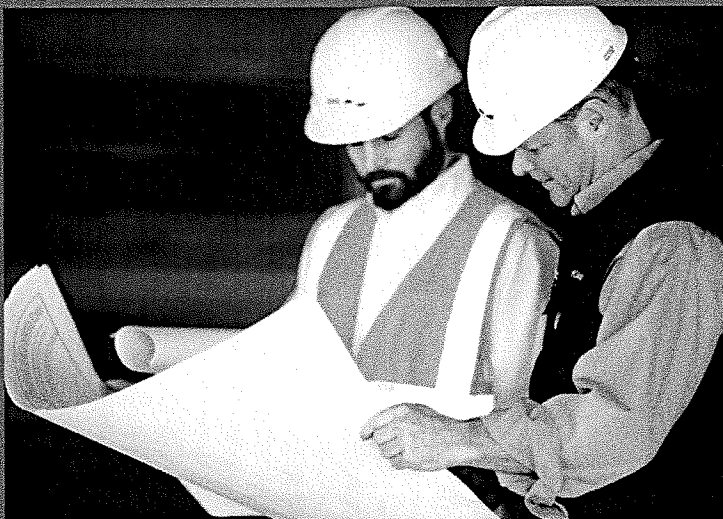
Founded in 1985, Sevee & Maher Engineers (SME) is a Maine-based multidisciplinary consulting firm with over 130 professionals specializing in environmental, civil, and power and utility engineering services. We serve governmental, commercial, industrial, and residential clients from our headquarters in Cumberland, Maine and our regional offices, delivering high-quality, timely solutions at competitive rates. Our core philosophy is simple: provide exceptional value through technical excellence, responsive service, and a deep commitment to our clients' success, whether for an individual or a Fortune 500 company.

SME began by offering civil, hydrogeologic, and environmental services focused on the siting, design, permitting, and operation of solid waste landfills, as well as the investigation and remediation of RCRA and Superfund sites. The firm became known for integrity and excellence in these markets, and success led to an expansion of capabilities and services to support diverse markets and industries.

For over 40 years, SME has earned and maintained a reputation as a skilled and responsive firm that builds trusted, long-term relationships with clients, regulatory agencies, and other stakeholders. In 2023, SME expanded the firm's professional Brownfields capabilities through the hiring of Nicholas Sabatine, PG, Aaron Martin, LG, Stephen Dyer, PE, and Jaime Madore, PE. Collectively, they have over 125 years of consulting experience, providing an unmatched team of experts to provide Brownfields consulting services.

In 2026, SME strategically expanded its survey, civil, and traffic engineering capabilities through the acquisition of the James W. Sewall Company's civil, traffic/transportation, and surveying practices, headquartered in Bangor, Maine. This acquisition strengthens SME's presence throughout Maine while enhancing the breadth and depth of services available to public and private sector clients. The combination of SME's multidisciplinary platform and Sewall's specialized civil, survey, and transportation engineering experience positions our unified team to deliver comprehensive, solutions-focused engineering services across a wide range of project types.

With decades of experience and a multidisciplinary team, SME is equipped to tackle complex challenges and deliver innovative, practical solutions that make a lasting impact.



Our Services

- Brownfields & Site Redevelopment Support
- Civil Engineering & Permitting
- Environmental Health & Safety Management
- Geotechnical Engineering & Testing
- Industrial Hygiene & Indoor Air Quality
- Power & Utility Services
- Product Stewardship
- Site Investigation & Remediation
- Solid Waste Engineering
- Survey
- Traffic Engineering
- Water Resources

PRIMARY CONTACT

Aaron Martin will serve as the project manager and the primary point of contact for Lincoln's Brownfields Assessment Program.

Aaron Martin, LG

Project Manager / Senior Geologist
4 Blanchard Road, PO Box 85A
Cumberland, Maine 04021
o: 207.829.5016 | c: 207.712.6180 | f: 207.829.5692
aaron.martin@smemaine.com

BROWNFIELDS AND SITE REDEVELOPMENT

SME personnel have provided Brownfields Qualified Environmental Professional (QEP) services since the U.S. Environmental Protection Agency (U.S.EPA) implemented the Brownfields program in the mid-1990s. SME's expertise is demonstrated in hundreds of successful Brownfields assessment and redevelopment projects throughout the northeast.

SME assists diverse Brownfields Grantees, from small municipalities that have just received their first Brownfields Assessment Grant, to regional planning commissions with multiple Brownfields Assessment and/or Revolving Loan Fund (RLF) grants, to not-for-profit entities that are embarking on Brownfields redevelopment of sites ranging from small gas stations to large industrial mills.

Our Brownfield experience includes:

- QEP Services for Brownfields Assessment and Cleanup Grants
- Grant writing support
- Program requirements, including Quarterly Reports and ACRES updates
- Community and project stakeholder outreach and education
- Phase I and Phase II Environmental Site Assessments
- Brownfields site inventories
- Hazardous Building Materials Inventories
- Analysis of Brownfields Cleanup Alternatives and Remedial Action Plans
- Remediation engineering, cleanup observation, and closure reporting
- Reuse and redevelopment planning
- Brownfields Revolving Loan Fund (RLF) management

QUALIFICATIONS

We are confident that our QEP experience with other U.S. EPA-funded Brownfields Assessment programs and Brownfields-funded Cleanup, and RLF programs throughout Maine, combined with our first-hand knowledge of the Town of Lincoln, will provide you with the absolute best team for achieving the goals and vision of your program.

SME knows Lincoln! Lincoln's Brownfields program officially began with SME team members as the QEP with your first Assessment grant (Fiscal Year 2019 [FY2019]). SME's Aaron Martin and Nick Sabatine have been part of all assessment activities completed through Lincoln's Brownfield Program including Cambolasse Pond Dam, Folsom Pond Dam, Haskell Lumber Dam, Little Round Pond Dam, Long Pond Dam, Mattanawcook Pond Dam, Stump Pond Dam, Upper Pond Dam, Upper Cold Stream Pond Dam, Mattanawcook Academy, Mattanawcook Junior High School, and Ella P. Burr Elementary School.

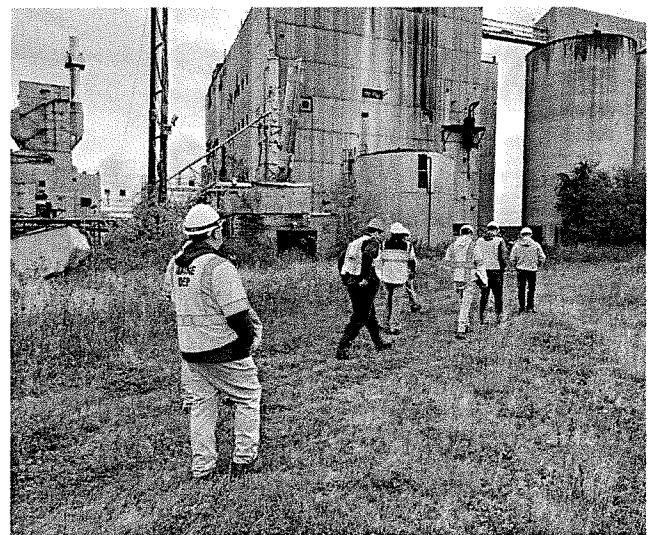
Perhaps most importantly, Aaron Martin, Nick Sabatine, and SME staff know the people of Lincoln and we are a credible and trusted resource, as evidenced by the feedback we received during our assessment and cleanup activities in Town. Since 2020, we have provided cleanup and redevelopment planning assistance to Lincoln for the LP&T Mill site. Aaron also managed Brownfields-funded cleanups of Tissue Machine Building No. 6 & 7, Paper Mill (eastern portion), and the Scale Shack at the LP&T Mill site, which leveraged supplemental funding sources from Eastern Maine Development Corporation (EMDC) and the Maine Department of Economic and Community Development's (DECD's) Brownfields programs.

SME also conceptualized and permitted the Asbestos Consolidation Area at the LP&T Mill site in 2024 and oversaw its construction and operation in 2025. This was the first and only asbestos consolidation area that has been permitted by the Maine Department of Environmental Protection (MEDEP) under a Brownfields program. SME's creation of the Asbestos Consolidation Area is a HUGE accomplishment for Lincoln and is anticipated to save the Town significant cost on disposal that will go towards redevelopment of the LP&T Mill site.

SME has unparalleled knowledge and experience with the Town of Lincoln and its Brownfields program. Since 2020, we have maintained an evolving inventory of potential Brownfields sites to be assessed in Lincoln. We have also built strong partnerships and lasting relationships within Lincoln, EMDC, DECD, and MEDEP through U.S. EPA-funded projects.

With SME on the team, Lincoln's Brownfields Assessment Program will revitalize distressed, underutilized, or abandoned sites (with focus on the former LP&T Mill site, properties adjacent to the mill and downtown Lincoln) and bring them back into environmental and economic vitality. This Brownfields effort will continue to spur economic growth, opportunities for public-private partnerships, and enhancement of Smart Growth principals, public spaces, and infrastructure including waterfront and riverfront access areas, bike and pedestrian trails (people connections and walkability), streetscapes, and utilities.

SME supports the Town's vision to continue developing this sustainable Brownfields program and to maximize the positive social and economic impact of assessment, cleanup, and redevelopment grant funding for local Brownfields sites. SME's team, unlike any other knows, understands, and appreciates Lincoln, and SME will continue to partner with the Town to see important sites get properly assessed and returned to their highest and best use.



Aaron Martin and Nick Sabatine leading prospective cleanup contractors and representatives from MEDEP around the LP&T Mill site.

SME proposes the following scope of work to provide QEP services for Lincoln's Community-Wide Brownfields Assessment program. SME will collaborate with the Town and the Project Team to ensure that project objectives and schedule milestones are met. This project will meet the needs and requirements of the Town, the MEDEP, U.S.EPA, the community, developers, and other project stakeholders.



Ruth Birtz and Vicki Rusbult presenting at the 2025 National Brownfields Conference in Chicago.

TASK 1: COOPERATIVE AGREEMENT OVERSIGHT

Aaron Martin successfully managed Cooperative Agreement Oversight Activities during Lincoln's FY19 Community-Wide Brownfields Assessment Program and he will continue to provide technical and programmatic services to Lincoln for your FY25 Brownfields Assessment Program

SME will assist with preparing Minority-Owned Business Enterprises/Women-Owned Business Enterprises (MBE/WBE) forms, Federal Financial Report forms, final reports, and necessary grant closeout materials; entering site data into the

U.S.EPA's Assessment, Cleanup, and Redevelopment Exchange System (ACRES) on-line database; preparing quarterly progress reports through ACRES; maintaining accurate and duplicate project files; and reviewing the program for compliance with applicable federal regulations.

TASK 2: COMMUNITY ENGAGEMENT AND OUTREACH

In our observation and history working with Lincoln, we have first-hand experienced the effective outreach that occurs in the Town. SME will work with Lincoln to hone and advance your existing (which we were instrumental in formulating) community outreach and engagement strategy to reflect current projects, program goals, and new Sites/projects/opportunities. SME will be available, as necessary, to keep community officials, stakeholders, residents, property owners, prospective property purchasers, and/or prospective developers informed and current on Brownfields matters.

In 2021, Aaron Martin and Nick Sabatine prepared and gave a "Brownfields 101 presentation" at the Lincoln Town Hall under the Town's FY19 Community-Wide Brownfields Assessment Program. The purpose of our presentation was to get the word out/promote the Brownfields Assessment program to the citizens of Lincoln. We will update existing or develop new community outreach and engagement deliverables, including press releases and notifications, tri-fold brochures and Frequently Asked Questions (FAQs) sheets.



Aaron Martin leading a meeting at the LP&T Mill site with cleanup contractors and the MEDEP.

SME will review information for inclusion in the Town's website, news releases, local community partners' e-newsletters and emails, and the Town's or local community partners' Facebook posts. We will develop and host public informational meetings, participate in informational meetings with area real estate professionals, banking professionals, and/or others who may benefit from the use of Brownfields assessment funds.

TASK 3: INVENTORY AND PHASE I & II ENVIRONMENTAL SITE ASSESSMENTS (ESAS)

INVENTORY

Aaron Martin has compiled Lincoln's existing inventory and completed or provided senior review for ALL PRIOR environmental assessments in Lincoln's Brownfields Assessment program. With Aaron's knowledge and guidance, SME will actively gather additional potential Brownfields sites through public outreach efforts, including soliciting input from community members, researching records (e.g., historical maps, environmental databases, etc.) related to Lincoln's industrial/economic history, and windshield surveys. As new sites are selected, SME can assist the Town with preparing eligibility determination forms and obtaining access agreements from current property owners.



Aerial photo taken by SME's drone of the LP&T Mill site in 2025

PHASE I ENVIRONMENTAL SITE ASSESSMENTS

The completion of a thorough and well-organized Phase I ESA is vital to the Brownfields program, as this report is the basis of all subsequent site activities. SME staff will complete new ESAs or update prior ESAs in accordance with ASTM International (ASTM) Standard Practice for Phase I Environmental Site Assessments, and federal standards and practices for conducting All Appropriate Inquiries (AAI), as required under sections 101(35) (B) (ii) and (iii) of Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), 40 CFR Part 312.

PHASE II ENVIRONMENTAL SITE ASSESSMENTS

If the Phase I ESA determines that additional investigation is necessary, a Phase II ESA may be conducted. Additionally, supplemental Phase II ESAs may be recommended to further assess the findings of prior Phase II ESAs or evaluate changes to redevelopment plans. In preparation for each Phase II ESA, SME will communicate with Town staff, site owners, prospective property owners/developers, and other stakeholders, as needed, to conduct the assessments. The Phase II ESA will include the preparation and submission of a Site-Specific Quality Assurance Project Plan (SSQAPP) to the project team for review and comment; obtaining U.S. EPA and MEDEP approvals; obtaining permits, including Dig Safe Clearance, as necessary to perform field work.



Abandoned drums discovered during a Phase I ESA that SME completed in Maine in 2025.

To assure the quality of this assessment, and to comply with U.S. EPA requirements for Brownfields assessments, SME maintains a U.S. EPA and MEDEP-approved Generic Project Quality Assurance Project Plan (QAPP), which details the methodology, proposed sampling and analysis strategy, team responsibilities, analytical procedures, data management, and quality assurance/quality control provisions for the Phase II work proposed. Because this generic project-wide QAPP is approved for use on all U.S. EPA-funded Brownfield sites within the State of Maine, Lincoln will incur no cost for preparation of a project-wide QAPP.

SME will conduct the Phase II activities and will subcontract geophysical (Promark Utility Locating) and subsurface exploration contractors (EnviroServe for Geoprobe, traditional drilling, test pits, etc.) as described in the SSQAPP. SME will complete Hazardous Building Materials Inventories (HBMI) with our licensed asbestos inspectors. Analytical samples will be submitted to Pace Analytical for soil, groundwater, and air samples and EMSL for building materials being analyzed for asbestos content.

SME will submit our draft Phase I and Phase II ESA reports to the Project Team (i.e., Town staff, MEDEP, U.S. EPA, site owners, prospective purchasers/developers, other stakeholders, etc.) for review/approval, address any comments provided by the Project Team; then finalize and submit the reports and discuss final assessment report findings and possible next steps with the Project Team, as needed.

TASK 4: CLEANUP/REUSE PLANNING

On all Brownfields Sites, SME will work with the Town to determine Site reuse and redevelopment options and will develop Analysis of Brownfields Cleanup Alternatives (ABCA)/Remedial Action Plans (RAPs) with remediation/cleanup plans that dovetail with proposed Site redevelopment and include engineering-based cleanup cost estimates. These reports become tools that developers and contractors can use in their redevelopment planning and budgets. SME will also assist Lincoln in submitting sites into the MEDEP Voluntary Response Action Program (VRAP) to obtain a No Action Assurance (NAA) Letter or Certificate of Completion (COC).

SME will work with the Town to perform additional reuse planning tasks for Brownfields sites that hold significant value, such as the LP&T Mill site. If desired by the Town, SME will team with a landscape architect and reuse planning firms to conduct public reuse charettes, master planning, site asset analysis, site visioning, and to prepare a developer Requests for Proposals. SME has close working relationships with several site developers across the state and will connect them to the Town as appropriate development opportunities arise.



Jaime Madore presenting information to the public during the ribbon cutting for the redevelopment of the former Wilton Tannery Brownfields Cleanup Site in Wilton, ME

HOW GRANT FUNDS WILL BE FULLY UTILIZED

The Town was awarded \$500,000 in U.S.EPA Community-Wide Brownfields Assessment Grant funds. SME will coordinate and direct activities so that these funds will be utilized to complete the tasks as described above in our proposed scope of work and to maximize the value to the Town. Throughout the life of the project, SME will be in close communication with the Town regarding the balance of the grant funds remaining. On a quarterly basis, we will evaluate the budgets with the Town to confirm that the project is on schedule and within budget.

3 | PROJECT STAFF

SME's proposed project team for the Town of Lincoln's Community-Wide Brownfields Assessment Program:

Erik Clapp, PhD, LG, PG | President / Principal-in-Charge

Nick Sabatine, PG | Senior Technical Advisor & Reviewer

Aaron Martin, LG | Project Manager / Maine Licensed Geologist

Jaime Madore, PE | Maine Professional Engineer

Anthony Pais | Chemical Engineer

Sarah Mazerolle | Environmental Engineer

Caitlin Keady | Environmental Engineer

Kris Rickett | Industrial Hygienist

SME's proposed project team members have been involved with multiple Brownfields Assessment and Cleanups in Lincoln, most notably at the LP&T Mill site. These team members have developed excellent, longstanding working relationships with federal, state, and local regulators and agencies, which facilitate strong stakeholder relations that lead to streamlined processes and successful project outcomes. Additional staff from SME's deep bench of professionals are available to support the Town's Brownfields Assessment Program, as needed.

Other subcontractors who have potential to be utilized on this project include:

- Pace Analytical, Inc., Westborough, MA - Laboratory Analytical Services
- ESML Analytical, Inc., South Portland, ME - Laboratory Analytical Services
- EnviroServe, Inc., Auburn, ME - Geoprobe Drilling/Test Pitting Services
- Lightbox, Shelton, CT - State and Federal Database Searches
- Promark Utility Locating, Inc., Scarborough, ME - Utility Locating Services

Other SME staff include U.S.EPA-certified and MEDEP-licensed asbestos and lead-based paint inspectors, as well as engineers (environmental, civil, and geotechnical), geologists and hydrogeologists, environmental scientists, industrial hygienists, CAD/GIS specialists, database managers, word processing personnel, and administrative staff.

All SME technical and field staff that will be working on this project have completed and maintain Occupational Safety and Health Administration (OSHA) 40-hour Hazardous Waste Operator (HAZWOPER) training. These Health and Safety certificates can be provided, if requested.

Full resumes are provided in **Attachment 1: Resumes**.



4 | REFERENCES

The following individuals have personal knowledge of SME's capabilities and have worked with our key staff. We welcome you to contact them at your convenience.

CLIENT

REPRESENTATIVE PROJECTS

Peter Jamieson, Town Manager

Town of Millinocket
197 Penobscot Avenue
Millinocket, Maine 04462
207.447.4093
manager@millinocket.org

\$500,000 U.S. EPA-funded Community-Wide Brownfields Assessment Program. Sites include Jim's Drycleaners and downtown commercial properties (192 Penobscot Avenue, 150-156 Penobscot Avenue).

Steve Sanders

Our Katahdin
245 Aroostook Avenue, P.O. Box 293
Millinocket, Maine 04462
207.447.1788
steve@onenorth.net

\$700,000 U.S. EPA-funded Brownfields Site-Specific Assessment Programs at former Great Northern Paper (GNP)- Millinocket Mill site. Included assessment of the 13-acre Steam Plant, Oil Tank Farm, Wastewater Treatment Plant & Lagoons, Woodyard, Maintenance Garage, and former Paper Machine 1-10 buildings.

Penny Thompson, City Manager

City of Caribou
25 High Street
Caribou, Maine 04736
207.493.3324
pthompson@cariboumaine.org

\$4,000,000 U.S. EPA-funded Brownfields Cleanup of the former Caribou Power Steam Plant.



"The Sevee & Maher team has guided the Portland Housing Authority through several environmentally challenged affordable housing sites. From the initial Phase I ESAs through VRAPs, and through Brownfields construction and grant administration, their knowledge of City, State, and Federal regulations and technical expertise have been extremely valuable to PHA."

Jay Waterman

Director of Real Estate Development,
Portland Housing Authority

"There are many good environmental firms in Maine. I've used many of them. But when I have a complicated environmental problem or an especially tight timeline, I call Sevee and Maher first. I appreciate their balance between the health and safety of the future users of the project on one hand, and the need for certainty and sensible solutions on the part of the developer."

Kevin Bunker

Founding Principal,
Developers Collaborative





Valid through December 31, 2026

Sevee & Maher Engineers (SME) accepts payments via check, ACH/wire transfer and Zelle.

Payments made via credit card will be charged an additional 3.5%.

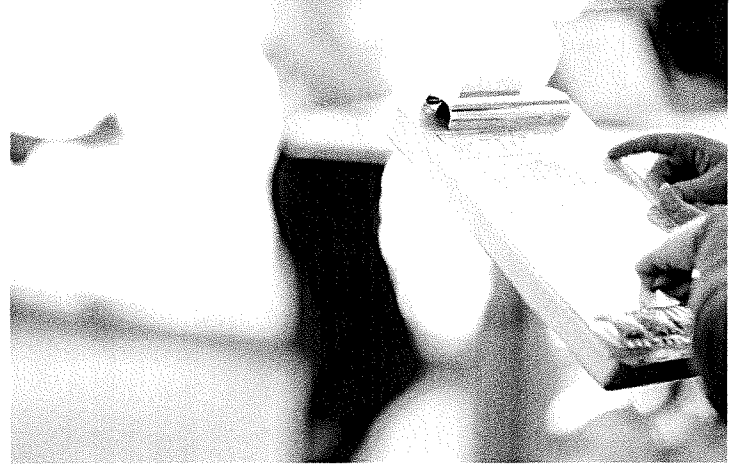
Payments made via Venmo will be charged an additional 1.9%.

| | |
|---|---------------------|
| PRESIDENT / PRINCIPAL Erik Clapp | \$225/hr |
| SENIOR TECHNICAL ADVISOR Nick Sabatine | \$190/hr |
| PROJECT MANAGER / ENGINEER / GEOLOGIST / SCIENTIST Aaron Martin, Jaime Madore | \$180/hr |
| SR. INDUSTRIAL HYGIENIST Kris Rickett | \$160/hr |
| SENIOR FIELD ENGINEER | \$160/hr |
| INDUSTRIAL HYGIENIST | \$135/hr |
| SR. CADD / SR. DESIGNER | \$130/hr |
| FIELD ENGINEER / FIELD GEOLOGIST Anthony Pais, Sarah Mazerolle, Caitlin Keady | \$130/hr |
| SENIOR TECHNICIAN | \$130/hr |
| CADD/DESIGNER | \$110/hr |
| TECHNICIAN | \$100/hr |
| JUNIOR TECHNICIAN | \$90/hr |
| ADMINISTRATIVE SUPPORT | \$75/hr |
| COMMUNICATIONS | 3% of labor |
| COMPANY VEHICLE USE | \$0.75/mile |
| PERSONAL VEHICLE USE | IRS Prevailing Rate |
| SUBCONTRACTORS | Cost + 10% |
| PERMIT/APPLICATION FEES | Cost + 10% |
| DIRECT EXPENSES | Cost + 10% |

Invoices will be submitted every 4 weeks. Please remit to Sevee & Maher Engineers within 30 days of receipt of invoice unless alternative terms have been arranged. A finance charge of 1.5% per month may be added to past due amounts.

6 | INSURANCE

SME has enclosed a sample of its Certificate of Insurance as **Attachment 2**, as proof that this team meets or exceeds the requirements outlined in OK's RFP.





ATTACHMENTS

TOWN OF LINCOLN

U.S.EPA FY2025 COMMUNITY-WIDE BROWNFIELDS ASSESSMENT PROGRAM

MARCH 12, 2026





ERIK CLAPP, PHD, LG, PG

President / Principal-in-Charge

Erik Clapp, president of SME, is a licensed geologist with over 33 years of experience in geologic investigations specializing in hydrogeology, geochemistry, sediment transport, and geotechnical issues. He has supervised and conducted regional and international research projects for the U.S. Department of Defense and the U.S. Geological Survey in New England, the Southwestern U.S., and the Middle East and has instructed university courses in Hydrogeology, Geomorphology, Field Geology, and Computer Simulation of Hydrogeologic Systems.

EDUCATION

PHD, Geology, University of Vermont

MS, Geology-Hydrology, University of Vermont

BA, Geology, University of Vermont

REGISTRATIONS

Licensed Geologist: ME, AZ

AFFILIATIONS

National Groundwater Association

Geological Society of America

American Geophysical Union

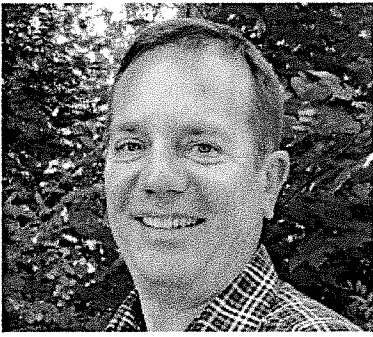
Maine Geological Society

EXPERIENCE

Erik has managed and conducted numerous environmental and hydrogeologic investigations involving groundwater chemical characterization, isotopic tracing of groundwater source areas, and hydrogeologic and contaminant transport modeling, for various clients including Lockheed Martin, Nestle Waters North America, Texas Instruments, National Semiconductor, Fairchild Semiconductor, Bath Iron Works, SAPPI Fine Paper, Eaton Corporation, and many solid waste facilities throughout Maine. Erik has designed and implemented the remediation of PCB contaminated materials, and soil and groundwater contaminated with chlorinated solvents, heavy metals, and other complex chemicals. He is a leading expert on RCRA Facility Assessments, Investigations and Cleanup and has worked on numerous Sites in the RCRA 2020 Program

SKILLS

- Geologic and Hydrogeologic Site Characterization
- Geochemistry
- Stable Isotopic Tracers
- Hydrogeology and Contaminant Transport Modeling
- Data Evaluation, Quality Control, and Statistical Analyses
- Environmental Regulations (TSCA, CERCLA, RCRA)
- Regulatory Negotiations



AARON MARTIN, LG

Project Manager / Licensed Geologist

Aaron Martin is a Maine Licensed Geologist with 20 years of experience managing hydrogeologic investigations, Brownfields assessment and cleanup programs, landfill monitoring, environmental due diligence, and overseeing various types of subsurface investigations, geotechnical investigations, tank removals, fate and transport analysis and remedial activities throughout New England and the Mid- Atlantic states. Throughout his career, Aaron has maintained excellent professional relationships with clients including private sector, local municipalities, and various governmental agencies.

EDUCATION

BS, Environmental Science,
University of Iowa

REGISTRATIONS

Licensed Geologist: ME

EXPERIENCE

Town of Lincoln, Former Lincoln Pulp Tissue Mill (LP&T Mill), Brownfields Assessments and Cleanups, Lincoln, ME

Project manager and geologist responsible for the coordination and implemented remedial planning and licensing of an asbestos consolidation area with the MEDEP that would manage asbestos waste at the Lincoln Pulp and Tissue Mill site. Aaron also managed Brownfields-funded cleanups at the Tissue Machine Building #6/7, Paper Mill, and Scale Shack at the LP&T Mill site. He prepared Conceptual Site Models (CSMs), Site-Specific Quality Assurance Project Plans (SSQAPPs), Analysis of Brownfields Cleanup Alternatives (ABCA), and remedial action plans (RAPs); conducted regulatory interfacing; specifications and a bidding package, conducted bidding phase services, managed remedial activities and prepared regulatory closure documents, and performed other Brownfields tasks for the Town's redevelopment of the LP&T Mill site.

Our Katahdin, Former Great Northern Paper (GNP) Millinocket Mill, Brownfields Assessment and Cleanup Programs, Millinocket, ME

Managing geologist for Brownfields-funded cleanups at the Oil Tank Farm, Wastewater Treatment Plant (WWTP), Engineering & Research Building, and Administration Building at the mill site. He prepared Conceptual Site Models, Site-Specific Quality Assurance Project Plans, Analysis of Brownfields Cleanup Alternatives, and remedial action plans; conducted regulatory interfacing; and performed other Brownfields tasks for Our Katahdin's redevelopment of the site.

Maine Department of Environmental Protection (MEDEP), Brownfields Assessment, Cleanup and Revolving Loan Fund (RLF) Programs

Project geologist and project manager responsible for preparation of remedial design plans and specifications, bidding phase services, contract preparation, contractor selection, submittal and managed construction phase services, construction observation, and assistance with MEDEP and/or U.S. Environmental Protection Agency (U.S.EPA) regulatory closure. Aaron has also completed site inventories and managed Phase I Environmental Site Assessments (ESAs), Phase II investigations, remedial planning and implementation, remedial oversight, regulatory interfacing, community outreach and education, and other Brownfields tasks.

AARON MARTIN, LG (CONTINUED)

Project Manager / Licensed Geologist

EXPERIENCE CONTINUED

City of Gardiner, Brownfields Assessment Program, Gardiner, ME

Project Geologist responsible for completing Phase I and Phase II ESAs, hazardous waste inventories/removals and remediation planning for former T.W. Dick steel manufacturing facility that was redeveloped as medical facility campus and residential housing. Environmental investigations included soil and groundwater evaluations, geophysical surveys, delineation of contaminated soils and cleanup planning for regulatory closure.

City of South Portland, Brownfields Assessment Program, South Portland, ME

Project Geologist for the City-wide U.S.EPA-funded Brownfields Assessment Program, including completion of a Brownfields Inventory and an assessment of the 30-acre Liberty Shipyard Site.

Belfast Public Works Site, Brownfields Assessment Program and City-Funded Cleanup, Belfast, Maine

Project manager and geologist responsible for the City-funded cleanup of the former Belfast Public Works facility and coordinated additional assessment of soils through the City's Brownfield Assessment Program during Developers Collaborative's affordable housing redevelopment of the site. Conceptualized and managed cost-effective regulatory approval to dispose 7,000 cubic yards of excess soil generated during construction. Aaron also prepared design plans, specifications and a bidding package, conducted bidding phase service, managed remedial activities and prepared regulatory closure documents for the City and Developers Collaborative.

City of Belfast, Brownfields Program, Belfast, Maine

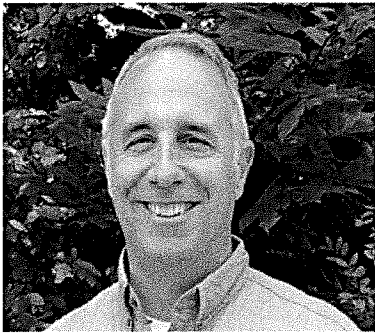
Serves as the City's Project Manager for its 2022 Assessment Grant. Previously served as project geologist for the City's prior Assessment Grants from 2012 to 2021. Conducted or managed nearly every Phase I and Phase II ESAs and remedial activities for Belfast's Brownfields program, including hydroelectric power plants, downtown buildings/properties, former gas stations, boatyards, and a former manufactured gas plant property. Aaron also completed regulatory programmatic requirements such as ACRES and quarterly reports.

Former Manufactured Gas Plant (Home Supply Center site), Brownfields-Funded Cleanup, Belfast, Maine

Project manager and geologist responsible for the assessment and cleanup of a former manufactured gas plant site (Home Supply Center site) in Belfast. Cleanup was funded by Central Maine Power and also through a U.S. EPA Brownfield Cleanup Loan to the property owner. Aaron managed third-party oversight during CMP's cleanup and prepared design plans, specifications and a bidding package, conducted bidding phase service, attended and made presentations at public meetings, managed remedial activities and prepared regulatory closure documents for the owner.

45 Front Street (Maskers Theater and Thompson's Wharf site), Brownfields Cleanup Program, Belfast, Maine

Project manager and geologist responsible for the assessment and cleanup of a waterfront property (45 Front Street) in Belfast. Assessments were conducted through the City's Brownfield Assessment Programs. Cleanups were funded through U.S. EPA Brownfield Cleanup Grants. Aaron prepared design plans, specifications and a bidding package, conducted bidding phase service, attended and made presentations at public meetings, managed remedial activities and prepared regulatory closure documents for the City.



NICHOLAS SABATINE, PG

Senior Technical Advisor

Nick, SME's Brownfields Program Lead, has over 30 years of professional experience in complex environmental site investigation, remediation, and project management for private- and public-sector clients throughout New England. He has extensive, specialized expertise in Brownfields assessment and cleanup programs; Resource Conservation and Recovery Act (RCRA) and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) investigation and remediation; hydrogeologic investigations and evaluations; water quality; site redevelopment; and environmental monitoring.

EDUCATION

MS, Environmental Law,
Vermont Law School

BA, Geology, University of
Maine

REGISTRATIONS

Professional Geologist: NH,
NY

40 hour OSHA Hazardous
Waste and Emergency
Response Training

AFFILIATIONS

Economic Development
Council of Maine

EXPERIENCE

Our Katahdin, U.S.EPA Brownfields Assessments and Cleanups, Millinocket, ME

Project Manager on behalf of the nonprofit Our Katahdin at the former Great Northern Paper mill site (rebranded One North). Assessment funding was utilized to quantify risk to human health and the environment while Cleanup funding has been and is currently being utilized to abate and remediate multiple areas of the 1,400-acre site to Maine Department of Environmental Protection remedial action guidelines. As part of this project, Our Katahdin has leveraged private development funds as well as Maine Department of Economic & Community Development and Eastern Maine Development Corporation Revolving Loan Funds in the form of grants and loans to supplement the U.S.EPA funding.

Town of Millinocket, Community-Wide U.S.EPA Brownfields Assessment Program, Millinocket, ME

Program Manager for the \$500,000 Assessment of multiple sites that are in the process of being revitalized. One notable Site is the assessment of the former Jim's Drycleaner property that will likely be repurposed as downtown parking.

City of Gardiner, Community-Wide U.S.EPA Brownfields Assessment Program and TW Dick Cleanup, Gardiner, ME

Program Manager on the 2013 \$400,000, 2016 \$200,000, 2019 \$500,000 U.S.EPA Assessment Programs for the assessment and cleanup of multiple sites in the City. Funds were utilized to assess the former TW Dick site, a steel fabrication facility. Following the assessment of this site, Mr. Sabatine assisted the City in successfully writing a \$100,000 grant through the Kennebec Council of Governments (KVCOG), a \$305,000 grant through the Maine Department of Economic & Community Development, and a \$200,000 grant direct to the U.S.EPA. The site has been repurposed into a medical office building and workforce housing.

Former Wilton Tannery Site - U.S.EPA Brownfields Cleanup, Wilton, ME

Program Manager for \$200,000 U.S.EPA Brownfields grant-funded project for cleanup of the former Wilton Tannery Site. Developed cleanup plan involving significant stakeholder engagement and community input. Coordinated with Town of Wilton, MEDEP, and Maine Department of Economic & Community Development staff to secure complementary funding to complete the project. Supported the Town with bid and construction administrative support, cleanup oversight, and MEDEP VRAP closure. The site has been redeveloped for multipurpose use.

NICHOLAS SABATINE, PG (CONTINUED)

Senior Technical Advisor

EXPERIENCE CONTINUED

City of Old Town, Community-wide U.S. EPA Brownfields Assessment Programs, Old Town, ME

Program Manager for FY2014 and FY2016 programs that included complex assessments of the 200+ acre former MFGR LLC pulp mill which was purchased by ND Paper. Subsequently, the new property owner invested over \$250M in the site.

City of Old Town, U.S. EPA Brownfields Cleanup, Former Old Town Canoe Factory Site, Old Town ME

Program Manager for the MEDEP Brownfields Assessment and the U.S. EPA-funded \$600,000 cleanup of the former Old Town Canoe Factory Site. Under the MEDEP Brownfields Program, Mr. Sabatine led a site assessment team (Phase I/II, HMI, ABCAs, RAP) and assisted the City of Old Town in securing cleanup grants.

Numerous Additional U.S. EPA Brownfields Assessment Projects throughout Northern New England

Program Manager and Technical Lead on more than 50 significant Brownfields projects since 2020. Many of these projects were submitted to MEDEP for Voluntary Response Action Program (VRAP) approval. Mr. Sabatine served as Program Manager for work on MEDEP's Northern Maine Brownfields Program providing assessment services to the towns of Millinocket, East Millinocket, and Lincoln. Other projects include Brownfields Assessment programs for the municipalities of Augusta, Bath, Belfast, Lincoln, Millinocket, Rockland, Saco, South Portland, and the Greater Portland Council of Governments (GPCOG); Piscataquis County Economic Development Council (PCEDC); and Southern Maine Planning & Development Commission (SMRPC).



JAIME MADORE, PE

Lead Engineer

Jaime Madore is a senior project manager and engineer with over 24 years of experience providing engineering and consulting services for industrial, commercial, governmental, and environmental clients. Ms. Madore specializes in Brownfields assessments and cleanups, remedial system designs, and construction-phase engineering services.

EXPERIENCE

Our Katahdin, U.S.EPA Brownfields Assessments and Cleanups, Millinocket, ME

Lead engineer for U.S.EPA and RLF Brownfields cleanups at the 1,400-acre former Great Northern Paper Site in Millinocket, Maine. She performed programmatic tasks and reporting; conducted public outreach; prepared engineering based ABCAs/RAPs; and prepared design plans and specifications for cleanup actions including the abatement of hazardous building materials, building demolition, roof replacement activities, waste management, and lagoon decommissioning. She has overseen bidding phase services and performed construction services including cleanup observations, Davis-Bacon compliance, and review of pay requisitions. She has helped Our Katahdin leverage over \$11M in cleanup funds from the U.S.EPA, Maine DECD RLF program, and local RLF programs to perform various cleanup tasks.

Portland Housing Authority, Brownfield Cleanup Programs, Portland, ME

Project Manager and Lead Engineer for U.S.EPA-funded cleanup programs at residential housing redevelopment Sites on Boyd Street, Front Street (three separate phases of work), and the COMB Block in Portland. These projects involved assessment and characterization of contaminated soil and urban fill; abatement and building demolition; large-scale soil management and construction of soil cover systems; site reuse and redevelopment into much-needed affordable housing units; and associated MEDEP VRAP closure. Jaime performed grant writing (PHA has obtained over \$7.6M in Brownfield funding on these projects); conducted extensive community outreach; completed cleanup design plans, bidding documents, and specifications; provided construction observation services; assisted with reuse and redevelopment planning; and completed Brownfields programmatic and VRAP reporting.

South Portland Housing Authority Brownfields Cleanup, City of South Portland, ME

Project Manager and Lead Engineer for a Brownfields RLF-funded remediation programs at the former Liberty Shipyard Site in South Portland. This cleanup project involved assessment and characterization of contaminated soil; soil management; construction of soil cover systems over the entirety of the Site which were designed to dovetail with proposed redevelop plans; and extensive shoreline stabilization to prevent contaminated soils from eroding into the adjacent Fore River. Jaime prepared an ABCA/RAP and Community Involvement Plan, facilitated public outreach, and assisted the South Portland Housing Authority conduct permitting and obtain regulatory approvals. Ms. Madore completed cleanup design plans and bidding documents, and is in the process of providing construction phase services for this ongoing cleanup initiative.

EDUCATION

BS, Civil Engineering,
University of Maine

REGISTRATIONS

Professional Engineer: ME,
MA, NH, NY

JAIME MADORE, PE (CONTINUED)

Lead Engineer

EXPERIENCE CONTINUED

Town of Wiscasset, Brownfields Cleanup of the Former Mason Station Ash Ponds and North Point Fill Area, Wiscasset, ME

For these cleanups, Jaime assisted the Town obtain \$1.1M in cleanup funds from the U.S.EPA. She has served as project manager and lead engineer for the U.S.EPA-funded Brownfields cleanup of four wastewater treatment ponds, and the Brownfields cleanup and shoreline stabilization of an asbestos disposal area along the banks of the Sheepscot River. Jaime prepared ABCA/RAPs, performed community outreach, prepared SSQAPPs, and developed cleanup plans and specifications for cleanup actions including hazardous building materials abatement, water and waste management, sludge/sediment dewatering and disposal, infrastructure demolition, soil excavation and disposal, cover system construction, and site restoration/re-grading. Jaime performed bidding and construction phase services which included permitting, cleanup oversight, confirmatory sampling, coordination with municipal personnel, Davis-Bacon compliance review, review of contractor pay requisitions and change order requests, and coordination with U.S.EPA and MEDEP regulatory personnel.

Brownfields Assessment and Cleanup of the TW Dick Site, City of Gardiner, ME

Through the City's Brownfields Assessment Program, Jaime oversaw assessment activities at the TW Dick Site, including Phase I and Phase II ESAs, SSQAPPs, and HBMs, as well as comprehensive cleanup/reuse planning. The reuse planning activities (which included ABCAs and Remedial Action Plans, development of a Request for Proposal to solicit interest from Site developers, public outreach, and area-wide reuse charrettes to engage the public) were used to help the City obtain \$605,000 in cleanup funds. Jaime completed an engineering/cleanup design which dovetailed with the civil site/redevelopment design, and cover systems ultimately became paved parking lots, structural sub-slab building pads, and landscaped beds.

U.S.EPA-Funded Brownfields Assessment and Cleanup Programs, Various Locations, ME

Jaime served as the lead engineer for Brownfields Assessment/Cleanup programs in Augusta, Saco, Old Town, Gardiner, Bath, South Portland, Rockland, Hallowell, Wiscasset, Cutler, Warren, and Wilton, on behalf of the Mills at Pepperell LLC, Greater Portland Council of Governments, and the Southern Maine Planning and Development Corporation, among others. She has a strong working relationship with U.S.EPA Brownfields personnel and has extensive experience in all aspects of the Brownfields Program, including site investigation, SSQAPPs, community outreach/engagement, remedial planning and cleanup cost estimations, grant writing, and programmatic QEP tasks required by state and federal guidelines and U.S.EPA Cooperative Agreements. Jaime has also had measurable success assisting her clients obtain supplemental Brownfields assessment and cleanup funding, including MEDEP 128A funds and Maine DECD and local Brownfields RLF Cleanup Programs.

HEADQUARTERS

4 Blanchard Road
P.O. Box 85A
Cumberland, ME 04021
207.829.5016

PRIMARY CONTACT

Aaron Martin
Project Manager | Senior Geologist
o: 207.829.5016 | c: 207.712.6180
aaron.martin@smemaine.com

REGIONAL OFFICES

101 Western Avenue
Suite 3B
Hamden, ME 04444

Sewall Engineering
A Sevee & Maher Engineers Company
77 Exchange Street
Suite 401
Bangor, ME 04401

WEBSITE

sme-engineers.com

EMAIL

info@sme-engineers.com



SME 
SEVEE & MAHER
ENGINEERS

TOWN COUNCIL

YR: 26 MO: 4 ITEM # 20

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|-----------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: April 3, 2026 |
|--------------------------------------|-----------------------------|

Department: Councilor Street

Department #:

Request:

Approve Non-Transport Fee for Lincoln Residents (Councilor Street)

Charge a \$75 fee for each non-transport EMS call to a Lincoln residence in excess of four non-transport EMS calls per month.

Action Needed From Council: Approve non-transport fee

Is This Item Budgeted:

Was This A Bid Process: Lowest Bid:

Is Public Hearing Required: No

If So What Dates:

TOWN COUNCIL

YR: 20 MO: 4 ITEM # 21

AGENDA REQUEST

* Please note Public Notices need a 7–14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|------------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: March 27, 2026 |
| Department: Town Manager | |
| Department #: 0100 | |

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| <p>Request:</p> <p>Fire/EMS Ad Hoc Committee (0100)</p> <p>Approve creating an Ad Hoc Committee for the purpose of study and development of Fire/EMS service fees with intent to improve future service agreements with neighboring towns.</p> <p>Action Needed From Council: Approve creating an Ad Hoc Committee</p> |
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| Is This Item Budgeted: |
| Was This A Bid Process: Lowest Bid: |
| Is Public Hearing Required: No |
| If So What Dates: |

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|-----------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: April 3, 2026 |
|--------------------------------------|-----------------------------|

Department: Councilor Street

Department #:

Request:
 Lincoln Town Council Resolution

WHEREAS all but one of the firefighting vehicles owned by the Lincoln Fire Department are more than 20 years old and all three have significant known issues;

WHEREAS two of those three vehicles, engine 533 and ladder 535, are considered by department staff as "In immediate danger of failure";

WHEREAS purchasing a new fire engine or ladder truck can cost more than \$1,000,000;

WHEREAS purchasing a used fire engine or ladder truck can cost as much as \$600,000 if less than 10 years old;

WHEREAS reducing the number of firefighting vehicles in service by the Lincoln Fire Department could increase the fire ISO rating of the Town of Lincoln, increasing the fire insurance costs of many Lincoln residents and businesses;

BE IT HEREBY RESOLVED, by the Lincoln Town Council, that efforts should be made in current and future budgeting processes to create a capital fund for future firefighting vehicle purchases and to fund it at \$100,000 per year.

Notice that as a resolve, this does not bind the Town Council to adding a \$100,000 per year expense to the budget but expresses our concern about the firefighting vehicle situation and directs the Fire Department staff and the town budget committee to seriously consider a \$100,000 per year allocation of resources to a capital fund to help with future firefighting vehicle purchases.

Action Needed From Council: Approve resolve

| | |
|-----------------------------|-------------|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: | No |
| If So What Dates: | |

Lincoln Town Council Resolution

WHEREAS all but one of the firefighting vehicles owned by the Lincoln Fire Department are more than 20 years old and all three have significant known issues;

WHEREAS two of those three vehicles, engine 533 and ladder 535, are considered by department staff as "In immediate danger of failure";

WHEREAS purchasing a new fire engine or ladder truck can cost more than \$1,000,000;

WHEREAS purchasing a used fire engine or ladder truck can cost as much as \$600,000 if less than 10 years old;

WHEREAS reducing the number of firefighting vehicles in service by the Lincoln Fire Department could increase the fire ISO rating of the Town of Lincoln, increasing the fire insurance costs of many Lincoln residents and businesses;

BE IT HEREBY RESOLVED, by the Lincoln Town Council, that efforts should be made in current and future budgeting processes to create a capital fund for future firefighting vehicle purchases and to fund it at \$100,000 per year.

Approved and signed this 13th day of April, 2026, by a majority vote of the Town Council, at a meeting duly convened and conducted at Lincoln, Maine.

Stephen Clay

David Ireland

Cathy Moison

Gordon Street

Sheldon Hanington

Eric Rojo

Lee Rand

Attest: _____
Town Clerk Ann M. Morrison

TOWN COUNCIL

YR: 20 MO: 4 ITEM # 23

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|------------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: March 31, 2026 |
|--------------------------------------|------------------------------|

Department: Councilor Ireland

Department #:

Request:

Approve Processional (Councilor Ireland)

Approve a processional conducted by Friends of the American Flag through town on June 14, 2026 beginning at 2:00pm from the Bowers Funeral Home parking lot, down the south bound side of Main Street, and through the light onto High Street.

Action Needed From Council: Approve processional

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|--------------------------------|-------------|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: No | |
| If So What Dates: | |

Date: 3/31/26 Organization: Friends of the American Flag
 Name of Organization: Friends of the American Flag
 Mailing Address: Po Box 231, Lincoln, Maine 04457
 Contact Person: David Ireland
 Telephone: 207.290.7398
 Public Safety Director: _____

Estimate of Police
 Detail:


Route to be taken/Roads
 to be closed:

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|--|
| Will gather vehicles at the Bower Farms Home parking lot between 1:30pm - 2:00pm. Will leave at 2:00pm to drive in south bound lane of main street to the light. Let the traffic group go through High Street and disburse their separate ways. |
|--|

Date: June 14, 2026 Time Start: 2:00 Time End: 2:15

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| Town Official/ Comments: | |
| <u>3/31 has not been reviewed by Police Dept.</u> | |
| | |
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|---------------------------------------|
| FOR OFFICE USE ONLY |
| Date Submitted: <u>3/31/26 3:39pm</u> |
| Date of Council Approval: _____ |



 Authorized Applicant Signature

AGENDA REQUEST

* Please note Public Notices need a 7-14-day advance notice in the paper depending on subject.

| | |
|--------------------------------------|------------------------------|
| Council Meeting Date: April 13, 2026 | Today's Date: March 27, 2026 |
|--------------------------------------|------------------------------|

Department: Town Council

Department #: 0100

Request:

Direction to Prepare a Reduced FY2027 Municipal Budget (Councilor Ireland)

Move that the Town Council direct the Town Manager to prepare and present to the Council a proposed FY2027 municipal operating budget that reflects a minimum reduction of ten percent (10%) from the total FY2026 adopted municipal operating expenditure level.

Action Needed From Council: Approve Directive

| | |
|--------------------------------|-------------|
| Is This Item Budgeted: | |
| Was This A Bid Process: | Lowest Bid: |
| Is Public Hearing Required: No | |
| If So What Dates: | |

