

REGULAR TOWN COUNCIL MEETING
AGENDA
July 14, 2025
7:00 PM

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

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

1a. Call to Order

Council Chair; John Trask _____, Vice Chair: Stephen Clay _____.

Councilors; Marscella Ireland _____, Jared McCarthy _____, Daniel Summers _____, Gordon Street _____ and Sheldon Hanington _____.

1b. Pledge of Allegiance

- 2. Approval of Minutes:** From the regular meeting on June 16, 2025. 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 and Grants (0104)

SUGGESTED MOTION: Move to approve and accept the following Gifts, Donations and Grants in the amount of \$190.30, as detailed below.

Organization	Type of Gift	Amount / Value	Department
Why Not Stop Deli	Donation	\$130.00+/-	6/10/25 election meals for the workers
Denise Lynn Moore	Donation in Nancy Christensen's name	\$50	Library- Equity and tolerance
Can Donations		\$10.30	Library

MOTION: _____ SECOND: _____ VOTE: _____

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

6. Planning Board Report:

7. Monthly Reports:

8. **Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Open Forum questions should be forwarded to the Town Office by mail, or emailed to Town Clerk Ann Morrison at Questions@lincolnmaine.org. Please have your questions/comments in by 5:00pm the day of the meeting. 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.

- 9a. **Public Hearing-Fireworks Use Ordinance Change (0101)**

SUGGESTED MOTION: Move to open a public hearing for the purpose of hearing oral and written comments on the proposed ordinance change to the Fireworks Use Ordinance 2012.4.1; as attached.

*Note: This change is to fix the times listed in this section to reflect “midnight” 12:00am vs. 12:00pm as is listed in the ordinance currently.

MOTION: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

- 9b. **Approve Ordinance Change- Fireworks Use Ordinance Change (0101)**

SUGGESTED MOTION: Move to approve the Fireworks Use Ordinance Change; as attached.

MOTION: _____ SECOND: _____ VOTE: _____

10. **Approve Renewal State Liquor License Application- JATO Highlands Golf Course (0101)**

*Note: This business has been in operation for more than 5-years and does not require a public hearing.

SUGGESTED MOTION: Move to approve the renewal State Liquor License Application submitted by JATO Highlands Golf Course.

MOTION: _____ SECOND: _____ VOTE: _____

11. Discussion: State Forestry Management (0100, 0106)

12a. Accept Forfeiture Funds (0302)

SUGGESTED MOTION: Move to accept \$3,405.00 in U.S. currency that was seized in a criminal investigation (CR-2021-2463) and is to be forfeited to the Town of Lincoln in accordance with 15 M.R.S.A. subsection 5824 (3) and subsection 5826 (6); and remitting 15% (\$510.75) to the District Attorney's Office for their assistance in the case.

MOTION: _____ SECOND: _____ VOTE: _____

12b. Accept Forfeiture Funds (0302)

SUGGESTED MOTION: Move to accept \$643.00 in U.S. currency that was seized in a criminal investigation (CR-23-30350) and is to be forfeited to the Town of Lincoln in accordance with 15 M.R.S.A. subsection 5824 (3) and subsection 5826 (6); and remitting 15% (\$96.45) to the District Attorney's Office for their assistance in the case.

MOTION: _____ SECOND: _____ VOTE: _____

13. Appoint Member (0103)

SUGGESTED MOTION: Move to appoint, _____, Town Councilor to the TIF committee.

MOTION: _____ SECOND: _____ VOTE: _____

14. Approve and Sign Revaluation Contract (0105)

SUGGESTED MOTION: Move to approve and sign the revaluation contract with RCS Assessment Services in the amount of \$375,000 with the work to begin in the spring of 2026. Initial fee to bind the contract is \$37,500 due in August 2025; funds to come from the Revaluation Capital account.

MOTION: _____ SECOND: _____ VOTE: _____

15. Approve Closure for Septemberfest (events)

SUGGESTED MOTION: Move to approve closing Prince Thomas Park and Veteran's Memorial Square for Septemberfest on September 6, 2025.

MOTION: _____ SECOND: _____ VOTE: _____

16. Approve Vendor Fees for Septemberfest (events)

SUGGESTED MOTION: Move to approve charging \$5 for artisans and \$100 for non-Lincoln business food vendors for Septemberfest and \$50 for Lincoln business food vendors.

MOTION: _____ SECOND: _____ VOTE: _____

17. Future Agenda Items

18. Executive Session (0100)

SUGGESTED MOTION: Move to retire into Executive Session Pursuant to Title 1 MRSA Section 405 (6) (A) Personnel.

MOTION: _____ SECOND: _____ VOTE: _____

TIME STARTED: _____ TIME CLOSED: _____

19. Adjourn

SUGGESTED MOTION: Move to adjourn the meeting at _____pm.

MOTION: _____ SECOND: _____ VOTE: _____

Upcoming Meetings and other Noteworthy Items:

July 9 th	Finance Committee-Payroll-4:30pm
July 10 th	Finance Committee- Warrant- 4:30pm
July 11 th	Farmer's Market-Veteran's Square- 10am to 2pm
July 16 th	Finance Committee-Payroll-4:30pm
July 17-20	Loon Festival-details coming soon
July 22 nd	Planning Board- 6:00pm
July 23 rd	Finance Committee-Payroll-4:30pm
July 24 th	Finance Committee- Warrant- 4:30PM
July 25 th	Farmer's Market-Veteran's Square- 10am to 2pm
July 25 th	Nominations Papers Become Available for November election
July 30 th	Finance Committee-Payroll-4:30pm

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

REGULAR TOWN COUNCIL MEETING
MINUTES
June 16, 2025
7:00 PM

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

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

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

Present, Council Chair John Trask and Vice Chair Stephen Clay.

Councilors; Marscella Ireland, Daniel Summers, Gordon Street and Sheldon Hanington.

Also, present Town Manager Rick Bronson, Town Clerk Ann Morrison and Treasurer Melissa Quintela.

Absent: Councilor Jared McCarthy.

1b. Pledge of Allegiance and Prayer

- 2. Approval of Minutes:** From the Appointments Committee meeting, regular and special meeting on May 12, 2025, Council workshop on May 19th, as well as the Special meeting (1st budget public hearing) on May 27th and the Special meeting (2nd budget public hearing) on June 2, 2025. One correction was asked to be made by Councilor Street to the May 12th minutes. The Clerk will note his abstention to the licensing renewals regarding the Knights of Columbus in her minutes that was overlooked.

3. Approval of the Warrants (0104)

Motion made by Stephen Clay and seconded by Daniel Summers to approve and sign Warrants #114 through #124 in the amount of \$1,917,316.51.

VOTE: 6-0

4. Acceptance of Gifts/Donations and Grants (0104)

Motion made by Stephen Clay and Gordon Street to approve and accept the following Gifts, Donations and Grants in the amount of \$183.25, as detailed below.

Organization	Type of Gift	Amount / Value	Department
Florence & Carl Alessi	Donation	\$100.00	Heating Fund
Denise Lynn Moore	Donation in Nancy Christensen's name	\$50.00	Library- Equity and tolerance
Can Donations		\$33.25	Library

VOTE: 6-0

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

Police Chief Miller introduced the newest full time police officer, Nicholas Milner.

6. Planning Board Report:

The Planning Board approved 49 Main; a new restaurant to be located at the former Possibilities building on Main Street.

7. Monthly Reports:

Library Director Lauren Hakala informed the Council of some wrong dates in her monthly report and an agenda item coming up. The Friends of the Library sale is July 17th and 18th (not the 18th and 19th).

Addendum

Approve Processional (0100/0302)

Motion made by Daniel Summers and seconded by Sheldon Hanington to approve a processional conducted by Our Lady of the Eucharist Parish (St. Mary's Catholic Church) through town on June 22, 2025 beginning at 11:15am from Johnston-Dandy Company through Main Street, onto Lake Street, School Street, Academy Street, Lee Road Clay Street and back onto Main Street and ending at Johnston-Dandy Company.

Alternate Route: Johnston-Dandy Company through Fleming Street and then through Main Street back to the Church at 142 Main Street.

VOTE: 4-0

Councilors Street and Ireland abstained.

- 8. Open Forum:** The Council will allow Lincoln residents and/or Lincoln taxpayers to comment prior to Council action on agenda items. Open Forum questions should be forwarded to the Town Office by mail, or emailed to Town Clerk Ann Morrison at Questions@lincolnmaine.org. Please have your questions/comments in by 5:00pm the day of the meeting. 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.

Garland Hurd asked about the rules regarding discharging firearms within Lincoln.

Chief Miller stated that he would talk with him after the meeting.

Charlie Dwelley asked if assessing was catching up with the properties not on the tax rolls.

Mrs. Birtz stated that the plan is to start next week and will take the rest of June through August to be completed.

Councilor Hanington asked about the RFP going out and how the pricing would work since some properties are not on our tax rolls.

Mrs. Birtz stated that the pricing is based on Lincoln being 75 square miles, the types of markets Lincoln is in with thirteen lakes, figuring 5,000 accounts which is more than is currently on the books. The RFP request has closed and she had one company not put in a bid as they are too busy and the other company bid an amount of \$375,000 that would be payable in steps. They stated that they could begin the work in July of 2026 and be completed by July of 2028.

Councilor Hanington asked if an RFP went out regarding the cutting on the mill site.

Assessor Birtz wasn't aware of any cutting other than maybe some trees needed to be removed where the asbestos removal and containment site is being structured.

Assessor Birtz also mentioned that Worster Logging has been doing work for the airport and Public Works, maybe it is their equipment on the site.

Council Chair Trask asked if someone could look into this.

Charlie Dwelley stated that approximately fifteen to twenty acres has been cleared behind the bark mulch pile.

Assessor Birtz stated that maybe it is Versant Power where they are clearing for their work putting a power line through.

Lisa Gagnon stated that she still does not see an itemized TIF budget on the website.

Assessor Birtz stated that she would ask Shawn Rogers, Communications Director, to get it on the website as soon as possible.

9a. Public Hearing-Prevention of Harmful Alteration of Surface Water Flow (0100)

Motion made by Sheldon Hanington and seconded by Gordon Street to open a public hearing for the purpose of hearing oral and written comments on the proposed ordinance enactment entitled Prevention of Harmful Alteration of Surface Water Flow; as attached.

VOTE: 6-0

TIME STARTED: 7:17pm

Alan Dill asked if his videos that were forwarded to the Town Clerk would be played tonight.

Council Chair Trask stated that he would not allow the videos to be played. The ordinance he is requesting the Council to adopt should be for the whole town, not just for him.

Alan Dill began reading a statement he had with him.

Council Chair Trask gaveled him down stating that he won't allow any disparaging of people in this meeting.

Councilor Street talked to Mr. Dill and encouraged him to not bring this forward to the Council now; work on it outside of the Town Council setting. The ordinance needs some work and there could be some conflicts with state law.

Councilor Street suggested a Council workshop might be a good place to continue with reviewing this ordinance.

Councilor Hanington agreed.

Former Councilor and Lincoln resident, George Edwards, urged the Council to use caution and seek legal advice on the ordinance that was presented. He sees some potential conflicts within it.

TIME CLOSED: 7:24pm

9b. Enact Ordinance- Prevention of Harmful Alteration of Surface Water Flow (0100)

SUGGESTED MOTION: Move to enact an ordinance entitled Prevention of Harmful Alteration of Surface Water Flow; as attached.

****ITEM DIES FOR LACK OF A MOTION****

10a. Public Hearing- Renewal State Liquor License Application- Pat's Pizza (0101)

Motion made by Stephen Clay and seconded by Marscella Ireland to open a public hearing for the purpose of hearing oral and written comments on a Renewal State Liquor License Application submitted by Pat's Pizza.

VOTE: 6-0

TIME STARTED: 7:26pm

No comments

TIME CLOSED: 7:26pm

10b. Approve Renewal State Liquor License Application- Pat's Pizza (0101)

Motion made by Stephen Clay and seconded by Marscella Ireland to approve the renewal State Liquor License Application submitted by Pat's Pizza.

VOTE: 6-0

11a. Public Hearing- Renewal State Liquor License Application- Heart of Maine Winery, LLC (0101)

Motion made by Stephen Clay and seconded by Marscella Ireland to open a public hearing for the purpose of hearing oral and written comments on a renewal State Liquor License Application submitted by Heart of Maine Winery, LLC.

VOTE: 6-0

TIME STARTED: 7:28pm

TIME CLOSED: 7:28pm

11b. Approve Renewal State Liquor License Application- Heart of Maine Winery, LLC (0101)

Motion made by Stephen Clay and seconded by Marscella Ireland to approve the renewal State Liquor License Application submitted by Heart of Maine Winery, LLC.

VOTE: 6-0

12. Approve Closure (0101)

Motion made by Marscella Ireland and seconded by Gordon Street to approve closing the Town Office on Friday July 18, 2025 to regular business and instead have staff available to assist with Loon Festival business only.

VOTE: 6-0

13a. Approve Closure (0700)

Motion made by Gordon Street and seconded by Marscella Ireland to approve the closure of half of the library parking lot for art vendors and a book sale on July 18th 17th and July 19th 18th during Loon Festival.

VOTE: 6-0

13b. Approve Fee (0700)

Motion made by Gordon Street and seconded by Marscella Ireland to approve charging a fee of \$5.00, to be charged to the Friends of the Lincoln Memorial Library, for each vendor set up on the lawn to sell their artistic wares during the Loon Fest event.

VOTE: 6-0

14. Warrants and Disbursements Policy (0104)

Motion made by Gordon Street and seconded by Stephen Clay to approve the following policy governing warrants and disbursements in accordance with MRSA Title 30A §5603, Subsection 2A:

Policy: To allow the Council Chair, Vice Chair or their designee to sign the release of payroll related disbursements each week (30A MRSA §5603, Subsection 2A). The Council Chair, Vice Chair or another Councilor as designated by the Council Chair or Vice Chair, will sign the payroll warrant prior to the release of payroll checks.

The Finance Committee will continue to meet at regularly scheduled meetings, which may be subject to change, at 4:30 PM to view the bills and the general warrant, per the Disbursement Warrant Ordinance.

Councilor Street noted that this looks like what the process is now, is there a change?

Treasurer Quintela explained that this is an annual renewal of the policy.

VOTE: 6-0

15. Town Attorney Transition Resolve (0100)

Motion made by Daniel Summers and seconded by Gordon Street to resolve that the Town of Lincoln continue on with P. Andrew Hamilton as the Town of Lincoln's attorney with a new law firm entitled Katahdin Law, LLC effective June 1, 2025.

Councilor Hanington asked what the cost was of the town using three lawyers.

Councilor Summers stated that all the attorneys have different expertise, which is why there are multiple used at Eaton Peabody depending on the Town's needs.

VOTE: 5-1
Councilor Hanington opposed.

16. Condemn Hangar (0106)

Motion made by Stephen Clay and seconded by Daniel Summers to condemn the hangar located as Map 129 Lot 005 owned by Mike Bickford.

Councilor Hanington asked if the demolition would be at the town's expense.

Airport Director Stu Jacobs stated that the work would be done by the Public Works department who has available funds to do so. The hangar has been in bad condition for about ten years, and now that the town owns the property, we can take it down.

Councilor Summers asked what the status was of Mike Bickford, the owner of the hangar and plane.

Mr. Jacobs stated that Mr. Bickford had inherited the building and he rarely uses it and the aircraft that is still parked there with the wheels sinking into the ground.

Mr. Jacobs also stated that his concerns are when we get storms with high winds, as this creates dangerous conditions with pieces of building being picked up and flown around.

Councilor Summers asked what will happen with the aircraft.

Mr. Jacobs stated that he will move it onto a lot adjacent to the hangar site and tie it down. Then he will figure out what he can (is allowed) to do with it.

Councilor Summers asked if the owner had been informed.

Mr. Jacobs stated that the proper documentation has been sent to him certified mail but has not heard from him.

Director Bullen estimates the cost to remove the hangar would be no more than \$10,000.

Councilor Summers asked if there was a way to get reimbursed for the expenses paid by the town to take the hangar down or if we are allowed to sell the aircraft.

Assessor Birtz stated that since the property isn't owned by the owner, he leases it from the Town, that she cannot add it as a special assessment to the tax account.

Both Treasurer Quintela and Police Chief Miller stated that there is a way to handle abandoned motor vehicles but do not believe there is anything for abandoned aircraft.

VOTE: 6-0

17. Approve Use of Prince Thomas Park- Community BBQ (0601)

Motion made by Stephen Clay and seconded by Daniel Summers to approve allowing the use of Prince Thomas Park for a free community BBQ hosted by Outer Reach Broadband on June 28, 2025 from 11am to 3pm.

Councilor Street asked if we were charging them.

Recreation Director Crocker stated that this BBQ is to thank the town and its residents for using their services. They are doing this for free.

VOTE: 6-0

18. Approval of Fiscal Year 2026 Department Budgets

Motion made by Stephen Clay and seconded by Daniel Summers to approve the Town Manager budget in the amount of **\$261,889**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Daniel Summers to approve the Town Clerk budget in the amount of **\$252,611**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Finance budget in the amount of **\$433,449**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Daniel Summers to approve the Assessing budget in the amount of **\$15,620**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Daniel Summers to approve the Code Enforcement budget in the amount of **\$63,491**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Daniel Summers to approve the Police Department budget in the amount of **\$1,537,762**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Daniel Summers to approve the Fire & EMA Department budget in the amount of **\$2,087,808**.

Councilor Hanington stated that we were to be asking for needs not wants in regards to a third ambulance. He didn't like the fact that there had been other contracts signed by other towns before the budget is passed.

Manager Bronson stated that we would be giving away income if we did not sign these contracts.

Chief Brown also stated that they need a third ambulance in case one of the others is in the shop and have multiple calls.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Daniel Summers to approve the Fire Station budget in the amount of **\$69,850**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Utilities & Municipal Services budget in the amount of **\$476,330**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Public Works budget in the amount of **\$1,282,949**.

Councilor Hanington stated that he sees that \$30,000 in Capital is for the one-ton truck. He thought that by trading in two vehicles no other money was needed.

Director Bullen stated that he would be trading in two dump trucks and using the \$30,000 in capital to buy a one-ton truck. He stated that he never said anything different than that.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Transfer Station budget in the amount of **\$634,154**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Gordon Street and seconded by Stephen Clay to approve the Landfill budget in the amount of **\$1,500**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Social Services/General Assistance budget in the amount of **\$15,365**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Cemetery, Parks, and Recreation budget in the amount of **\$312,536**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Library budget in the amount of **\$181,167**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Personnel budget in the amount of **\$2,091,635**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Airport budget in the amount of **\$89,148**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Debt Service budget in the amount of **\$270,400**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

Motion made by Stephen Clay and seconded by Gordon Street to approve the Capital Improvement budget in the amount of **\$1,281,629**.

VOTE: 4-2

Councilors Ireland and Hanington opposed.

19. Approval of Fiscal Year 2026 Municipal Budget

Motion made by Stephen Clay and seconded by Daniel Summers to approve the 2026 Fiscal Year municipal budget in the amount of **\$11,359,292**.

Council Chair Trask asked what the mil rate is with the numbers approved above.

Assessor Birtz stated that as of today the mil rate would be \$16.10 down from \$20.60 last year. This is a ten percent increase in taxes, but she has not yet added in the new properties yet so this could be less once final numbers are in.

Per Maine Revenue Services, Assessor Birtz had to raise values across the board by thirty percent which would make it an average increase of \$400 per year.

When she figures in the \$15,735 from the Bangor Savings Bank Reserve Accounts and the \$363,831 from the investment accounts it drops the mil rate to \$15.50 which is an average increase of \$260 per year to the average taxpayer.

Councilor Street confirmed with the Council Chair, Assessor, and Treasurer that this is a 2.77 percent increase to our budget which is below the current inflation rate of 3.2

percent.

VOTE: 4-2
Councilors Ireland and Hanington opposed.

20. Approval of Fiscal Year 2026 Revenue Budget

Motion made by Stephen Clay and seconded by Daniel Summers to approve the Fiscal Year 2026 Revenue budget in the amount of **\$4,704,405**.

This amount includes money from the Bangor Savings Bank Reserve accounts, MacGregor, Cobb, MainePers, MRC, and unassigned funds totaling \$379,566.

BSB Reserve Accounts	\$15,735
MacGregor	\$5,250
Cobb	\$144,700
MainePers	\$90,100
MRC	\$31,081
Unassigned	<u>\$92,700</u>
	\$379,566

VOTE: 4-2
Councilors Ireland and Hanington opposed.

21. Approval of 5-year Capital Plan

Motion made by Stephen Clay and seconded by Daniel Summers to approve the 5-year Capital Plan.

VOTE: 4-2
Councilors Ireland and Hanington opposed.

22. Approval of Fiscal Year 2026 TIF Budget

Motion made by Stephen Clay and seconded by Daniel Summers to approve the total estimated TIF budget in the amount of **\$1,489,651**.

VOTE: 4-2
Councilors Ireland and Hanington opposed.

23. Future Agenda Items

Breakout of TIF Budget- Councilor Trask
Surface Water Ordinance- Councilor Street

Code Enforcement Officer Amanda Woodard suggested that the Surface Water ordinance go before the Planning Board and the Councilors agreed.

24. ~~Executive Session (0100)~~

~~SUGGESTED MOTION: Move to retire into Executive Session Pursuant to Title 1
MRSA Section 405 (6) (A) Personnel.~~

~~MOTION: _____ SECOND: _____ VOTE: _____~~

~~TIME STARTED: _____ TIME CLOSED: _____~~

25. Adjourn

Motion made by Stephen Clay and seconded by Marscella Ireland to adjourn the meeting at 8:22pm.

VOTE: 6-0

Respectfully Submitted by:
Town Clerk Ann Morrison, CCM

Upcoming Meetings and other Noteworthy Items:

June 13 th	Farmer's Market Begins-Veteran's Square- 10am to 2pm
June 18 th	Finance Committee-Finance-4:30pm
June 18 th	Loon Fest volunteer meeting-5:30pm
June 19 th	Finance Committee-Warrant-4:30pm
June 20 th	Farmer's Market-Veteran's Square- 10am to 2pm
June 24 th	Planning Board-6pm
June 25 th	Finance Committee-Payroll-4:30pm
June 27 th	Farmer's Market-Veteran's Square- 10am to 2pm
July 2 nd	Finance Committee-Payroll-4:30pm
July 9 th	Finance Committee-Payroll-4:30pm
July 11 th	Farmer's Market-Veteran's Square- 10am to 2pm
July 16 th	Finance Committee-Payroll-4:30pm
July 17-20	Loon Festival-details coming soon
July 23 rd	Finance Committee-Payroll-4:30pm
July 25 th	Farmer's Market-Veteran's Square- 10am to 2pm
July 30 th	Finance Committee-Payroll-4:30pm

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

MEMORANDUM

To: Rick Bronson
Town Manager
Fr: Steve Levesque
Economic Development Advisor
Re: Economic Development Report
Dt: June 30, 2025

Following, is an update on our current economic development consulting activities on behalf of the Town of Lincoln thru June 2025.

My 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) managing several environmental clean-up grant applications and contracts; 3) working through the development of industrial wastewater management solutions associated with Biofine; 4) developing and managing an on-going, large-scale vision and implementation strategy for mill site redevelopment; 5) facilitating several grant and loan applications for environmental remediation infrastructure and new building development; and 6) facilitating several business development clients. Following is a general bullet list of my activities over the past several months:

- Continue to work with Town Manager, Town Attorney, and engineering consultants to fine-tune infrastructure needs and associated costs to support Biofine and overall mill redevelopment efforts;
- Continue to work with environmental consultants and Economic Development Administrator on timing of remediation efforts above;
- Worked with Economic Development Administrator and Designlab on development of Lincoln marketing presentations;
- Continue to work with environmental consultants, EMDC and others on identification of future grant funding programs to support future capital and environmental assessment and remediation needs, including industrial wastewater management.
 - *To date, the Town has been awarded over \$15 million in grants and deferred loans in support of the mill site redevelopment effort, with \$22 million in pending applications;*
- Saw the completion of the environmental remediation and related removal of old Bldgs. 6 & 7;
- The Town was recently awarded a \$5 million grant from EPA Brownfield funds to assist with environmental remediation and building demolition;
- Worked with EMDC to secure \$365,000 in Brownfields RLF funds for permitting and remediation;

- Worked with our environmental consultants to submit \$2,160,000 application to Maine DECD Brownfields program for Asbestos consolidation area preparation. We were awarded \$1 million for initial efforts;
- Continue to work with the EDA, EMDC and our engineering and environmental consultants to finalize a \$3,786,000 application to the US Economic Development Administration to construct the Innovation Center and received preliminary approval from regional office (**still awaiting final approval at federal level**). Also submitted \$500,000 grant application to MTI for match;
- Working with the USDA on a funding for the industrial wastewater treatment facility;
- Successfully worked with Town Manager, Economic Development Administrator, Town attorneys and State officials on Mill Facilities District Legislation, which was signed by the Governor;
- Worked with Town administration and legal counsel, and EMDC to finalize and fund short-term development loans for Biofine;
- Worked with Town Attorney, staff and environmental team and the DEP to develop beneficial use case for use of asbestos containing materials for fill of future solar farm;
- Worked with Town staff and Form Energy and Revisions Energy to draft lease term sheets and received approval for both by LLIC Board and Town Council;
- Worked with Town Attorneys, Town staff and representatives of FORM Energy and Revision Energy to finalize lease and option agreements (**Revision lease option has been completed**);
- Worked with Biofine to facilitate DEP required public session;
- Worked with Town staff, attorneys, and consultants to prepare and distribute rfp for design of the industrial wastewater treatment facility;
- We have researched and reached out to over 170 companies (both domestic and international);
- Congress has approved our request for \$3,500,000.00 in funding for infrastructure improvements to the mill site, as recommended by both Senator Collins and Senator King. I am pleased to announce we have executed the final contract and are working with HUD staff to begin the draw-down process and start the work efforts;
- Because of the energy components of the mill site and our progress made to date on Biofine and Form Energy, the Town has been selected by the State Energy Office for the provision of Technical Assistance by their national consultants (HR&A Advisors, Inc.) to assist the Town staff in refining our vision and operational plan for the remainder mill site;
- Work with Town staff and attorneys to affect LLIC and Lincoln Mill Facilities District (LMFC) regular and organizational meetings;
- We have been notified by both Senator Collins and King that the Senate Appropriations Committee (vote 28-1) has submitted the 2025 CDS budget request to include Lincoln's \$4,500,000 request to support additional infrastructure improvements at the mill site. (**However, all CDS 25 projects, including this**

project, was canceled by Congress in the recent budget approval) However, we have been invited to resubmit for FY 26, which we are in the process of;

- We have resubmitted a \$5,400,000 CDS request to replace the canceled 25 CDS funding applications. We've been advised that it is being moved forward to Senate Appropriations; and
- We worked with environmental and legal team with DEP on submittal of permit to facilitate asbestos management on the mill site, which was approved. The permit work was funded through a Brownfields grant from EMDC.

The primary focus of our efforts in the coming months in accordance with our work plan will be:

- Finalize Form Energy lease option and lease agreements;
- Work with Town engineers and staff to conceptualize workforce housing project and prepare developer rfp.
- Continue to work with the Town team and Biofine to develop a Services Agreement to bring before Council/Facilities District Board;
- Work with HUD Town staff, engineers and EMDC to finalize HUD CDS 24 grant;
- Continue to work with the State, Town Manager, Economic Development Administrator, and others to respond to the requests and needs of several business prospects;
- Continue with business attraction outreach efforts;
- Work with our engineering team to develop an RFP for workforce housing adjacent to the mill site;
- Continue to identify and seek federal and/or state funding to support all activities;
- Continue to work with engineering consultants, Town attorney and staff, DEP staff and Biofine reps to develop long-term industrial wastewater management program which supports the Biofine project and accommodates future mill site development activities and secure funding;
- Continue to work with Town Manager and Economic Development Administrator on development of mill site lease and sale pricing strategy;
- Evaluate with LLIC the feasibility and interest in building a new "flex" industrial facility on the mill site;
- Work with Economic Development Administrator, our engineering team and EMDC on development of grant applications for funding for the Innovation Center project and other potential projects;
- Continue to work with Town team to manage the Mill Facilities District;
- Continue to work with the Town team, environmental consultants, the EPA, and State to further develop a long-range environmental remediation strategy and funding plan, to include a schedule for redevelopment of the mill site;
- Continue to work with environmental team to map-out and coordinate 2025 grant applications;

- Continue to work with Economic Development Administrator to develop short and long-range mill site and Town economic and community development strategy;
- Work with State team and their technical assistance consultants (HR&A Advisors), who will assist us with various aspects of the mill site redevelopment efforts;
- Work with Town staff on enhancement of the Lincoln Technology page on the Town's website and a newsletter; and
- Continue to work with Town staff on mill redevelopment, airport opportunities, community capital needs and other emerging economic development issues.

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

DATE: June 30, 2025
TO: Rick Bronson, Town Manager
FROM: Ann Morrison, Town Clerk
RE: June Monthly Report

ACTIVITIES: June has been busy with residents and non-residents registering ATV's and watercraft for the season. We have seen an uptick in trash passes with our seasonal residents beginning to trek into camp.

I have been kept busy with creating agendas and minutes from all of the budget meetings that have taken place.

On June 10th we conducted the RSU67 Budget Referendum. It was a quiet day with only 149 voters casting ballots. The budget passed in Lincoln and was confirmed by RSU67 as passing for the whole district the next day.

Tracie has spent time getting the Tax Club booklets ready for the next fiscal year. The Tax Club now has 69 members that encompass 84 accounts.

TRAINING: Tracie attended a Tax Liens class at Maine Municipal Association on June 3rd. It has been a while since she had taken this class and a refresher is always a good idea. The tax lien process is one of Tracie's main responsibilities in her role as Tax Collector.

Tracie will conduct her first Maine Municipal Tax Collector and Treasurer Association board meeting as the President. Tracie has served on the board since 2019 and has been the Vice President for the past four years. Tracie has a wealth of knowledge and represents the Town of Lincoln well.

Monthly Transactions	June FY25
Paid Trash Passes	68
Complementary Trash Passes	139
Refrigerator Disposal	11
Tire Disposal	13
Notary / Dedimus / Copy / Fax	15
Library Fees Reconciliation	1
Police Fines & Fees Reconciliation	2
Concealed Weapons Reconciliation	16
Demo / Shingle Permits	44
ATV / Snow sled Registrations	198
Boats	154
Hunting/Fishing	25
Certified Birth	47
Marriage Intentions	6
Certified Marriage	10
Death Certificate	49
Burial Transit / Disposition	0
Cemetery Lot Sales	2
Grave Openings	6
Real Estate Taxes	375
Lien Payment	17
Personal Property Taxes	10
Motor Vehicles	637
Dogs	13
Total	1858
Motor Vehicle Rapid Renewal	31
Boat Rapid Renewal	21

MONTHLY REPORT

DATE: July 2, 2025
TO: Richard Bronson, Town Manager
FROM: Amanda R Woodard, Code Enforcement Officer
RE: Monthly Report for June, 2025

Permits	FY 2025	REVENUE YTD	FY2024	REVENUE FY2024
Building	107	\$18,896.00	91	\$14,233.69
Electrical	43	\$3,880.00	54	\$5,060.00
Plumbing	59	\$11,915.00	49	\$10,340.00
Home Occupation	2	\$120.00	1	\$60.00
Sign	8	\$280.00	9	\$440.00
Land Use Permit	19	\$2090.00	15	\$1,650.00
Street Opening	19	\$1,100.00	19	\$950.00
Wood Boiler / Junkyard/Demo	1	\$20.00	3	\$60.00
Subdivision	1	\$1,000.00	1	\$1,000.00
TOTALS	259	\$39,301.00	242	\$33,793.69

The Code department has been business as usual with permits and inspections, it has been a typical June. Two projects also being worked on are two new Ordinances that will be coming before Council I believe August and September. Food Sovereignty and Waterflow. Waterflow will take some work and a full Planning Board review. Food Sovereignty will start at the Council level at the upcoming workshop in July.

Planning Board: Did not have a meeting the month of June due to no applications. Next meeting is scheduled for July 22 at 6:00pm in the Council Chambers.

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

DATE: July 1, 2025

TO: Richard Bronson, Town Manager

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

RE: Monthly Report for June

Assessing:

I would like to clarify some concerns that were brought up during the budget hearings in June. A resident stated that 50% of the improved properties in Lincoln were not being assessed. Right now the Town of Lincoln has over 2,500 improved parcels that are being assessed. This would mean that more than 1200 properties are not being assessed as they should be. I believe there are properties out there that are not being assessed, but I feel it is somewhere between 20-30 properties. These properties are in the more remote areas. This issue is being addressed as we speak with the assistance of Amanda Woodard and Ed Barber. This project should be wrapped up by the end of July. I have since determined that some of the errors mentioned in the public hearings is the assessments on some of these properties, although on the tax rolls, are not at a value they feel is correct. While this is true, because the valuations were done pre-Covid market, I am not adjusting them up at this point. I feel this would create more inequities and this will be addressed in the revaluation.

I have enlisted the assistance of Ed Barber on business equipment assessments. This will free me up to attend to evaluating and listing real estate.

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	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 been processed/contract pending.	Utility and road upgrades Depot street entrance
\$5,000,000		EPA	Received/in process	Lot 3 Remediation
\$500,000		EPA	Approved in process	Community Wide Assessment
\$4,000,000		EPA	Submitted/denied Will resubmit	Lot 3 West Remediation
\$4,000,000		EPA	Submitted/ denied will resubmit	Lot 4 east Remediation
\$4,000,000		EPA	Submitted/ denied will resubmit	Lot 4 West Remediation

\$4,000,000		EPA	Submitted/ denied will resubmit	Lot 5 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
5,400,000		CDS 2026	Submitted waiting on approval.	Utility and road upgrades Scale Road Entrance
	15,000,000	RDA	In process/approved	Waste water treatment plant
3,700,000		EDA	Submitted this month, received approval of first phase of grant process, now in second phase of approval	Innovation center
638,000		NBRC	Received/in process	Innovation Center
	\$500,000	MTI	Submitted waiting on determination	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

Economic Development Table notes;

- 1.Total grant awards received as of December 31, 2024 \$12,084,250.00
- 2.Total loan awards with terms starting when the mill site starts to turn a profit, or interest only. \$1,271,250.00
- 3.Loans for gap funding and waste water not yet received, \$15,950,000.00.
- 4.Total pending applications construction \$\$3,7000,000. The EDA grant for the Innovation Center has received phase one approval, this has been put on hold by the Trump Administration. All applications denied this year will be resubmitted this year for consideration.
- 5.We are currently working on the RFP's for the reconstruction of Depot Street and the water and sewer lines into the Innovation Center and Biofine.
- 6.We had submitted a second CDS request for 4.5 million for infrastructure improvements on Scale Road. We received preliminary approval. The Trump administration has said there will be no CDS request funded in 2025. We are working on resubmitting with cost adjusted for inflation for 2026. This will be submitted in April.
- 7.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 \$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 submitted all the grant amendments to reallocate these funds.
- 8.ACM area is under construction.
- 9.Building 22 and the scale shack remediation efforts have begun.
10. Initial testing and work has begun on the dewatering of the lagoons. Once dewatered the sludge will be removed.

Grants outside the mill site; I received the 70,000 grant filed on behalf of public works for stormwater.. A grant for \$650,000 has been submitted to FEMA for repairs and engineering on the dams.

Summary: Total anticipated needs \$70,000,000 received \$14,305,500.* in process \$9,100,000.
Balance needing funding resources \$46,594,500.. * This includes the MDF and MTI gap loan funding that has been approved.

Passport Activity:

Passport activity is listed below.

MONTH	FY19	FY20	FY21	FY22	FY23	FY24	FY25
July	14	28	1	10	17	16	13
August	37	27	3	10	15	14	7
September	12	7	2	4	5	6	13
October	20	23	5	8	22	8	20
November	7	18	3	9	9	4	7
December	13	26	3	10	20	6	9
January	20	22	5	6	33	32	28
February	22	22	2	9	24	13	23
March	20	5	8	14	12	27	22
April	19	0	7	9	7	23	36
May	9	0	7	7	17	19	23
June	18	0	9	9	15	13	26
Totals	211	178	55	105	196	181	227

TIF Budget Report:

This is the end of year reconciliation of the TIF account. I will be requesting the balances to be placed in designated reserves in the TIF account for the upcoming FY2026 fiscal budget.

TIF-Rollins	Budget	Expended	Balance	% Budget	%Income received
Events	\$53,000.00	\$53,000.00	0	100%	100%
Economic Development	\$270,479.00	\$270,479.00	0	100%	
Communications	\$95,155.00	\$90,956.01	\$4,198.99	96%	
Director Assessing	\$0	\$0	\$0	0%	
Debt Service	\$20,000.00	\$5,000.00	\$15,000.00	25%	
Utilities	\$14000.00	\$6,910.00	\$12,150.00	49%	
Cemetery, Parks and Recreation	\$80,300.00	\$61,291.21	\$19,008.79	76%	
Totals Rollins	\$538,880.58	\$487,636.22	\$51,244.36	95%	100%
Reserve-dam	\$35,624.47	\$11,090.00	\$24,534.47	27%	
TIF Bangor Gas	\$74,459.08	\$37,229.54	\$37,229.54	50%	50%
TIF Lakeview Senior Housing	\$42,032.53	\$21,016.27	\$21,016.26.	50%	50%



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

To: Richard Bronson, Town Manager
From: Lee Miller - Police Chief 
Date: July 1st, 2025
RE: Police Department Report for June 2025

Police Department Updates

Message from Chief Miller

I'd like to begin by sincerely thanking the Town Council for your time, attention, and support throughout the recent budget process. Your commitment to public safety and your investment in our department are deeply appreciated by everyone at the Lincoln Police Department. If you ever have questions or need anything from us, please don't hesitate to reach out—my door is always open.

June was another strong month for community engagement. We participated in several events, including our *Casting with a Cop* day, which continues to be a great opportunity for our officers to build meaningful connections with residents. I also had the pleasure of meeting members of the Lincoln Historical Society and receiving a tour that gave me a greater appreciation for the rich history that defines our town.

As we transition into the summer season, Officer Peters has returned to patrol to help meet increased call volume and community needs. With the new budget in place, we're looking forward to implementing several key improvements, from equipment upgrades to expanded community programs. Your continued support makes this progress possible, and we are truly grateful.

Policies and Administrative

We are actively implementing our new **PowerReady training system**, which is designed to better prepare new officers before they begin solo patrol. One of the consistent challenges in law enforcement is ensuring adequate and consistent training—PowerReady addresses that head-on. The system offers structured, scenario-based instruction, ensuring officers are exposed to a wide range of call types and know how to handle each situation professionally and safely. It also includes performance ratings, allowing us to track progress and identify areas for growth.

Policies and Administrative cont....

This program continues through the officer's probationary period, giving supervisors the tools to monitor progress and provide meaningful feedback. It not only reinforces what the officer is doing well but also flags any areas that need attention. Importantly, it doesn't stop with new officers—PowerReady supports our veteran staff as well, offering a consistent method for documenting performance throughout the year.

This leads directly into better, more accurate annual evaluations. As many of us know, remembering everything over a 12-month span can be difficult. PowerReady allows us to build a clear, evidence-based picture of an officer's performance—making evaluations fair, consistent, and meaningful. This system is going to be instrumental in improving feedback, accountability, and overall culture within the department.

On the administrative side, our Administrative Assistant has been making great progress organizing our case files. We're building a more efficient and user-friendly system for managing open, closed, and legally retained cases. At the same time, our intern has been digitizing older files to make them more accessible. He's doing an excellent job and helping us free up physical storage space as well.

We're also in the early stages of launching a new department website with the help of Shawn. I'm really excited about this project. A strong web presence reflects the professionalism of our agency and improves how we connect with the community. The new site will feature useful tools like tip submissions, text alert signups, and the ability to request property checks—offering better service and more transparency to our residents.

Patrol Highlights

Our officers have been working hard this month, including ongoing efforts to keep unauthorized individuals off the mill site—a persistent challenge over the past few years. Officer Nic Milner, with help from Bruce, recently posted additional

Patrol Highlights cont...

signage around the property to reinforce the no-trespassing message. We also discovered a homeless encampment on-site and worked to safely relocate those individuals. The mill continues to be a difficult area to monitor and enforce, but we're committed to addressing the issue.

In addition to these efforts, our officers have remained active on the road, handling a wide range of law enforcement activities across the community.

We've also taken a step forward in addressing mental health-related calls. We've partnered with Community Health and Counseling Services, and going forward, counselors will periodically ride along with our officers. Their presence will help us better respond to frequent mental health calls, connect individuals to services, and ultimately reduce the time officers spend managing these complex situations. This collaboration is an important part of our commitment to providing compassionate and effective public safety.

Grants

We're excited to share that our regional Health and Wellness Grant application has been approved! While we're still waiting to find out the final award amount, we requested a significant sum to support early detection cardiovascular screenings. This grant covers both police and fire personnel, giving everyone the opportunity to participate. These screenings cost approximately \$850 per employee, so receiving this funding is a huge win for our team. We'll share more details as soon as they become available in the coming weeks.

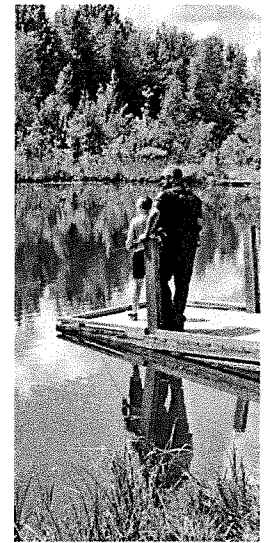
Additionally, I recently submitted a Walmart grant application to help fund our National Night Out event this August.

We're also in the process of seeking reimbursement for the new printers and radar units we've received.

Community Outreach

This month, Sgt. Winslow coordinated our Casting with a Cop event—and what a fantastic day it was! We were fortunate to have sponsorship from Walmart, Steak N' Stuff, and Whitney's Outfitters, with PK Floats generously providing the grill. Over 40 community members joined us for a fun, family-friendly event that

Community Outreach



brought people together in a positive and relaxed setting. It was a great reminder of the strong relationships we're building in Lincoln.

I also had the opportunity to meet with the Historical Society and tour their historic society house. I spoke with them about their property and supported their efforts by purchasing a few of their goods. Their knowledge of Lincoln's history is truly impressive, and I appreciated the chance to connect with such a dedicated group.

Additionally, I was honored to attend the dedication ceremony for the PFC Charles Lola and PFC Samuel Dana Training Site in Woodville. These two World War I soldiers, both members of the Passamaquoddy Tribe, displayed extraordinary bravery in France on June 18, 1918. I attended the event with

Reserve Officer Verne McMoarn, who retired as a Colonel in the Army Reserves. It was a meaningful tribute and a powerful reminder of the sacrifices made by those who came before us.



Staffing

We're excited to share that we've hired two new officers and are well underway with onboarding two additional candidates. They are scheduled to attend the academy orientation on July 18th, marking an important milestone in strengthening our department. They are working on their physical fitness to ensure that they pass the PT test on the 18th. Every week our PT instructor is testing them and ensuring that they are continuing to pass.

Staffing Cont...

Looking ahead, we're continuing to actively recruit with the goal of bringing on two more officers to reach full staffing levels. Achieving this will allow us to have two officers on every shift, which is a critical step toward enhancing officer safety, improving response times, and delivering consistent, high-quality service to our community.

Reaching full staffing isn't just about numbers—it's about building a strong, resilient team that's ready to serve Lincoln with professionalism and pride.

Trainings

This month, our officers successfully completed annual firearms training under the direction of Firearms Instructor McMoarn. He ran us through a comprehensive course and did an outstanding job ensuring everyone is confident and qualified. As a result, all officers are now certified for another year.

Additionally, Sgt. Winslow and I attended a wellness training for supervisors held in Bangor. The focus of the session was on how leaders can better support their officers through a range of challenges, with an emphasis on maintaining mental health and resilience. It was a valuable training, and I was encouraged to see that many of the strategies discussed are things we are already doing—or actively working to implement—here in Lincoln.

Law Enforcement in Action how we do the Job!

Beginning July 1st, I'll be leading our department through the process of achieving accreditation through the Maine Law Enforcement Accreditation Program (MLEAP). This is a comprehensive effort involving 164 professional standards—some of which take time to implement—but it's well worth the investment. This will take us up to two years to become accredited.

Why take this on? Simply put, accreditation represents best practices in modern policing. It ensures our policies are up-to-date, legally sound, and aligned with the standards necessary to operate an effective and accountable law enforcement agency.

Accreditation also reduces liability exposure and enhances transparency—two pillars that are more important than ever in today's policing environment.

Law Enforcement in Action how we do the Job! Cont...

There's also a practical benefit: accreditation results in a 25% discount on our Police Professional Liability insurance, which is a direct financial saving for the town.

Currently, I serve as one of five police chiefs in Maine on the committee that reviews all MLEAP applications. In a previous role, I was proud to lead my department as the first agency in the state to earn MLEAP accreditation. Once accredited, agencies are reaccredited every three years to ensure continued compliance.

In addition to leading our effort locally, I also serve as a MLEAP accreditor. This role allows me to learn from other departments, bring back ideas, and contribute to the overall growth and integrity of the program.

This is a big step forward for our department and one that I believe will strengthen our service to the community.

Detective's Office

We recently completed our first spot inspection and money audit of the evidence room—an important step toward accountability and accreditation.

Each quarter, I conduct a spot inspection of the evidence room, along with a money audit to ensure proper handling and documentation of funds. The money audit involves a two-step process. First, it's important to note that no money should remain in the evidence room for an extended period. Any funds received—whether as evidence or found property—are initially secured in a secondary safe inside the evidence room. Currently, only two personnel have access to this room: Detective Jacobs and Sergeant Mason.

Within 7 to 10 business days, all funds are transferred to the Finance Department and deposited into the evidence room's dedicated bank account. During the audit, I obtain the balance from Finance, while Detective Jacobs provides the internal balance he has documented. We compare the two figures, reconcile any discrepancies, and generate a report. For the spot inspection, I select five random items, which always include a mix of drugs and firearms. Detective Jacobs and I then physically locate and verify these items. All narcotics are secured in a secondary locked container inside the evidence room. Best practice also calls for firearms to be secured similarly; currently, they are not, but transitioning to that standard is part of our accreditation goals for the coming year. Once all items are located, we document our findings and submit a formal report.

Detective Jacobs is also actively working on several ongoing investigations, and we anticipate being able to share updates on those cases in the coming months.

LD Laws and Case Law

LD 1784 – This bill, which has passed, will require law enforcement agencies to publish certain departmental policies. Fortunately, our department is already well-positioned for this change. We use PowerDMS, which ensures that our policies are current, accessible, and easy to share. We will be integrating a public-facing portal into our new website so that community members can view most of our policies. Policies involving sensitive operational details, such as tactical or investigatory procedures, will be excluded from public access, as permitted by the bill.

LD 1484 – An Act Related to Public Access of Records of Certain Disciplinary Actions of Public Employees – This bill, supported by the Maine Chiefs of Police Association, sought to clarify which types of disciplinary records should be public and which should remain confidential. Despite the Association's strong advocacy, the Judiciary Committee voted the bill "Ought Not to Pass."

LD 1671 – An Act to Establish Disclosure Requirements Regarding Law Enforcement Credibility Information – Also supported by the Maine Chiefs of Police Association, this bill seeks to establish a consistent, statewide standard for Giglio disclosures and to ensure due process protections for officers. *Giglio* refers to the legal obligation to disclose information that could impact the credibility of a law enforcement officer who may testify in court, stemming from the U.S. Supreme Court case *Giglio v. United States*. This includes prior instances of dishonesty or misconduct. The challenge addressed by this bill is that each District Attorney's office currently interprets and handles Giglio obligations differently, leading to inconsistent standards across the state. LD 1671 aims to create uniformity in how these disclosures are managed. While the bill has been carried over to the Second Session, the hope is that continued discussions with the Maine Prosecutors Association will result in a standardized process—ideally one that can be achieved without requiring a change in law.

Monthly Stats: Law Incidents: 306, Traffic Stops: 82, Total Criminal Violations: 10

DATE: July 1, 2025
TO: Richard Bronson, Town Manager
FROM: Les Brown Fire-EMS Chief
RE: June 2025 Monthly Report

TRAINING:
We have done our daily, weekly, and monthly training for the month.

Vacations, floaters, and employees taking classes has been our overtime this month. Grants for training are being used.

[illegible]

MONTHLY REPORT

DATE: June 30, 2025
TO: Rick Bronson, Town Manager
FROM: Charles Briggs, Foreman
RE: JUNE, FY25

ACTIVITIES:

The month of June exhibited splendid working weather and with the exception of a few very hot days that stymied the men, production was excellent. Several projects were completed. One being the new install of the gazebo dock system, and the new sign is installed at Prince Thomas Park. Which these improvements are expected to last for years to come.

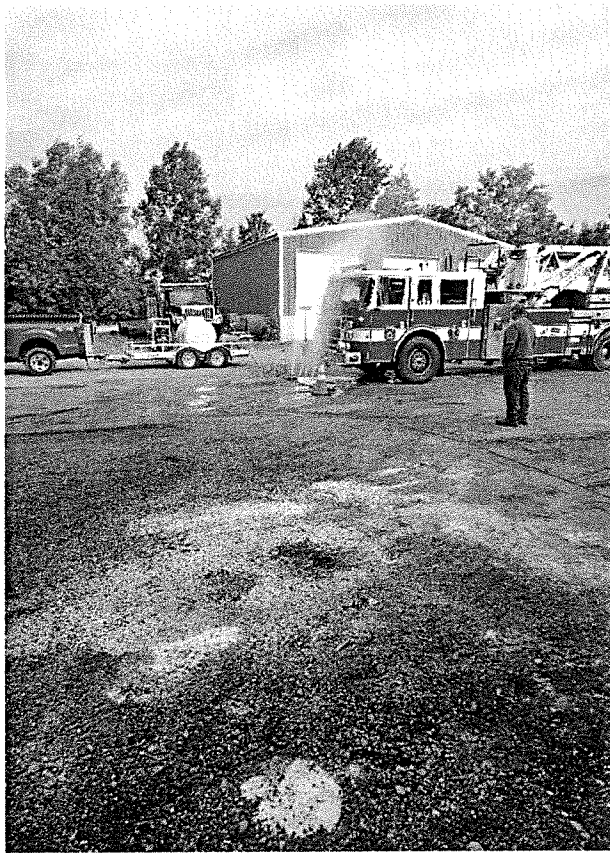
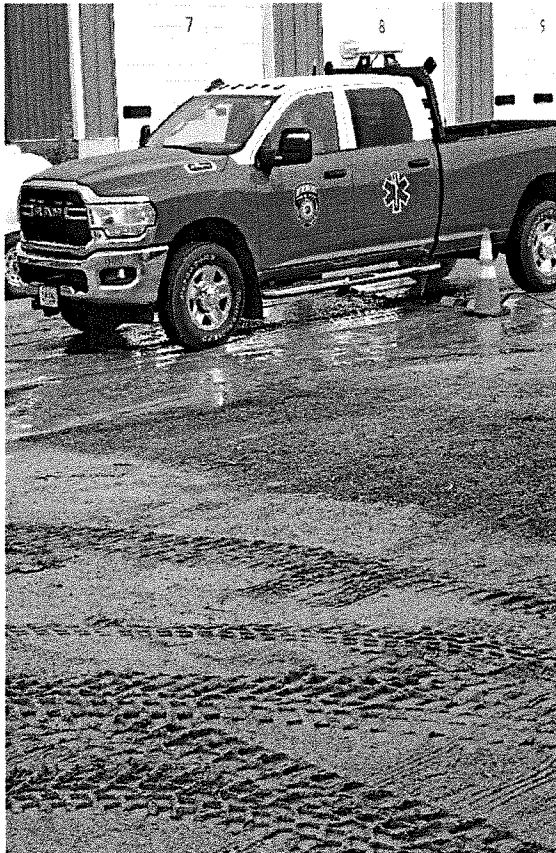


**PUBLIC WORKS MONTHLY REPORT
CONTINUED....**

The grader has also started its second more in dept cut of our unapproved roads. After the wet spring we had and some needed repairs to the grader, we have made a second deployment out to half township rd. followed by the roller. We plan to do due to all unapproved road as weather allows us moving forward.

The rain season has also set us back in get the intown annual street painting done. With focus being on crosswalks first for pedestrian safety then moving to traffic arrows, stop bars and parking stops we hope to have all this completed by Loon fest.

Our inhouse mechanic has also been busy in the month of June with oil changes to police, rec dept and also the tractor at the transfer station. Well making repairs to the grader getting a new set of teeth of the rock rake and designing and building an unbody wash system that we find another use for the culvert seamer pressure washer. This is us can be use on all town owed vehicles and equipment. We still have some miner things to work out but the first test seemed to work very well.



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

DATE: June 30, 2025
TO: Rick Bronson, Town Manager
FROM: Dennis Bullen, Transfer Station Director
RE: JUNE, FY2025

ACTIVITIES:

The month of June was a busy one at the Transfer Station. As expected, the summer season is in full swing and the increased usage of the Transfer Station is a part of that. Both SMW and recycling totals reflect the increased population now residing in Lincoln.

The SMW totals this month were marginally lower than last month but still a somewhat exaggerated volume. 342.88 tons were delivered to the Transfer Station and then conveyed to the Juniper Ridge Landfill. 14 trips were needed to complete this effort. This month displayed very efficient trucking, with the loads averaging 24.49 tons per trip. These numbers are comparable to last months totals of 388.5 tons on 16 trips averaging 24.28 tons.

The collection and processing of cardboard in the facility has been impressive for some time now. 23 bales were collected and processed this month. This averages about 1 bale per day. A single bale each of #2 plastic and newspaper were also collected and processed. Another bale of #2 is in progress at months end.

Some disbursements were made this month including a full load (42 bales) of cardboard, an EWASTE shipment estimated at 450 LBS and a single load of mixed metal. In addition to this, 2 loads of wood ash were removed from the site and deposited at the Juniper Ridge Facility.

The majority of mechanical issues this month centered around the exhausted Case Backhoe. A front tire failed and lost the bead on the rim. This tire was able to be salvaged, but now is fitted with a tube. A solenoid controlling the outriggers failed and remains in a non-operative state. The landing gear on Trailer #1 experienced a failure on the landing/foot pad itself. Due to many years' worth of usage, the foot pad wore down thru to bare metal and has bent the holding pin. This issue is being addressed by the in-house mechanic. All normal PM was performed and records of same are kept at the facility.

Product	2025	2024
Cardboard	23,000 LBS	21,000 LBS
Newsprint	1,700 LBS	
#2 Plastic	700 LBS	700 LBS
Mixed plastic		
Shredded Office Paper		1100 LBS

Recyclables collected for the month:

The above table represents the recyclable materials collected and processed for the month.

Materials Shipped:

The following table is a running tally of materials that left the facility for this month. It also represents totals for the year.

Materials Shipped

Materials	MTD	FYTD	Comments
Cardboard	42 Bales	254 Bales	1000lbs. per bale
Newsprint			1700lbs. per bale
Plastic #2		15 Bales	700lbs. per bale
SOW			780lbs. per bale
Light Iron & Tin	1 Loads	15 Loads	Tons vary per load
Glass			
Ash	2 Loads	4 Loads	12-15 tons per load
Waste Oil		625 Gal	Gallons shipped
E-Waste *	450 LBS	5765 LBS	LB. of items shipped
Equipment Tires			Tons of items shipped
Freon Removal		207 Units	# Of units
Fluorescent Bulbs Mixed		697 Units	# Veolia for recycling
4ft Bulbs		419 Units	# Veolia for recycling
8ft Bulbs		25 Units	# Veolia for recycling

*E-Waste total weight is estimated

Juniper Ridge Landfill SMW Delivery Totals Trash Tonnages

Fiscal Year 2025

Fiscal Year 2024

Month	Tons	Tipping	Cost	Month	Tons	Tipping	Cost
July	404.22	\$95.00	\$ 38,400.90	July	396.35	\$95.00	\$ 37,653.25
Aug	349.32	\$95.00	\$ 33,185.40	Aug	350.69	\$95.00	\$ 33,315.55
Sept	332.71	\$95.00	\$ 31,607.45	Sept	363.35	\$95.00	\$ 34,518.25
Oct	334.24	\$95.00	\$ 31,752.80	Oct	285.95	\$95.00	\$ 27,165.25
Nov	295.71	\$95.00	\$ 28,092.45	Nov	408.08	\$95.00	\$ 38,767.60
Dec	296.45	\$95.00	\$ 28,162.75	Dec	233.30	\$95.00	\$ 22,163.50
Jan	281.18	\$95.00	\$ 26,712.10	Jan	316.35	\$95.00	\$ 30,053.25
Feb	238.20	\$95.00	\$ 22,629.00	Feb	231.94	\$95.00	\$ 22,034.30
Mar	296.07	\$95.00	\$ 28,126.65	Mar	279.74	\$95.00	\$ 26,575.30
Apr	288.41	\$95.00	\$ 27,398.95	Apr	311.61	\$95.00	\$ 29,602.95
May	388.5	\$95.00	\$ 36,907.50	May	323.26	\$95.00	\$ 30,709.70
June	342.88	\$95.00	\$ 32,573.60	June	270.62	\$95.00	\$ 25,708.90
Total	3,847.89	\$95.00	\$ 365,549.55		3,459.60	\$95.00	\$ 358,267.80

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

DATE: July 7, 2025
TO: Richard Bronson, Town Manager
FROM: Brendan Crocker, Cemetery, Parks and Recreation Director
RE: June 2025

ACTIVITIES:

The month of June was another good month for the Cemetery, Parks and Recreation department. Summer programs kicked off the week of June 16th. We had very strong numbers for Lynx camp with 82 kids between the two age groups. The camp was a huge success with the help of the high school's girls and boys JV coaches running the clinic. Jackson Weatherbee the girl's coach ran the program on Monday and Brett Crocker the boy's coach ran it Wednesday-Friday. Other programs with strong participation are coed basketball (55 kids), tball (59 kids), farm league (43 kids), track/field (49 kids) and tennis (32 kids). We have a couple more programs starting up in July with a Lynx Soccer Camp, football skills and drills and a cheering camp. July looks to be another great month.

The cemetery crew went through a change during the month of June with the retirement of our cemetery supervisor Lou York. Lou left a huge hole that will be hard to replace both for my department and for public works. Dennis and myself conducted interviews with the help of Melissa and we were able to hire a talented candidate in Cody Norris. Cody was selected out of a group of six candidates, all were qualified and would of brought good qualities to the department. Cody is a resident of North Carolina but will be moving up here with his fiancé who is from the area, he has significant experience in landscaping, mowing and a history of supervising high school aged staff, Cody will be a great asset to the town. During the month of June we had a total of six cremations and two full size burials.

Prince Thomas Park was officially opened with lifeguard staff at the beach on June 23rd after our new hires had successfully completed their three-day training course in Millinocket. During the week of June 16th, the beach staff used that week to organize, clean and freshen up the beach and beach house in preparation for the summer. The end of the month brought along the organization and scheduling of 90+ kids who signed up for swim lessons. Sue and Kourtney do a fantastic job of making sure that kids in the same family have lessons at the same time and

they do their absolute best to schedule around any other rec programs that the kids may be participating in. The community BBQ hosted by Outerreach broadband went good despite the rainy weather. The Freedom Riders cooked up an abundant amount of Italian sausages, hotdogs, and hamburgers for the 35-40 people that showed up in the rainy conditions. Finally the new gazebo dock was finished and installed with the help of Dennis, a couple of his public works crew and Max Voisine of Maxweld Fabrication.

BUDGET:

The final budget for FY25 came back in the black despite a few lines going over budget most notably our wage line due to paying out the remainder of Ron's salary, sick and vacation time. This will be helpful for me as we move into FY26 as I monitor my first full fiscal year and also with Lou's retirement, we paid out half of his remaining sick and vacation time right off the start of the new fiscal year.

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

DATE: 6/23/25
TO: Rick Bronson, Town Manager
FROM: Lauren A. Hakala- Library Director
RE: Monthly Report for July 2025

Library Activities and Children's Programing: The "Community Created Rock Snake" is growing by the day. Big Thanks to Bill Mitchell who has been our volunteer weeder and Jane Brown for all her attention to details; shelving and scanning. The Summer Reading Program: **Level up at your Library; Game On!** Come enjoy the Mario Game bulletin board of young patron's reading activity and let the games begin! **Welcome to the Friends of the LML July 17th and 18th Annual Book Sale and Art Walk**, just in-time for filling out your BookOpoly Boards and Leveling up for Summer Reading.

You are welcome to come in out of the heat to participate in our Counting Loons Contest During the Loon Festival on July 17th and 18th!

Save the date: Our end of our Summer Reading Party will be August 14th

Programs for Adults Highlights: Friend's of the Lincoln Memorial Book Sale and Art Walk, BookOpoly, and 1:2 Summer Reading Book Club Beach Read by Emily Henery. The 2:2 Summer Reading Book Club book will be a non-fiction read; If I Tell You by Gregg Olsen.

Personnel: Cathy and Lorna came back from their **Maine Library Association's Conference** Tired and Inspired. They shared with our staff and presented their findings with the **Friends of the Lincoln Memorial Library**. They had a lot of great ideas to enrich our programing, and were ready to roll out their new ideas. It was nice to hear the enthusiasm in their reports about the pride they have in their own work, and how it was validated by others in the field of Librarians. **Between the Friends of LML and the line item of our professional development budget, this was money well spent!** We sent two who educated and informed 20 more. Thanks to all involved, and to all Patrons who asked them how their conference was upon their return. Our end of year evaluations is yet another nice way to celebrate for ourselves-a job well done.

Technology: New Updates Patrick Johnson will still be here **the new regular 4th Wednesday of the month @10-1 will starting in July. The sad news is:** The NDEC's June class was rescheduled three-part **Google Docs and Drives and now canceled and the Partner Program of NDEC has been de-funded.** We are hopeful there will be a way in the future to partner up again. We are in the process of helping Patrons manage our Public Access Computers with their own created accounts, and find alternative ways to use word processing other than Microsoft Word.

The Friends of Lincoln Memorial Library: The Friends of the LML were became a captive audience for Lorna and Cathy as they presented what they learned at their conference. The FY 26 gets us closer to the actual cost for Cathy and Lorna to attend the Annual Librarian Conference moving forward; Big thanks to the Friends of LML! The Book Shed and the Booksale have become top priority. This year, they are sponsoring the Art Vending at LML, during their Book Sale and Art Walk. We look forward to two days of activity. The 17th and 18th are well planned and on the 18th The Friends sponsor Wes Booth, a Magician to come and preform at 2pm for the little ones while the book sale is wrapping up. The Friends will take the Month of August Off.

The Advisory Committee: The work of the Advisory Committee is to establish 5 good policies that we can post on our library side of the Town Website. Our goal is to provide the public with policies that are publicly accessible, and reviewed annually. The Advisory Committee is taking the Summer Off from meeting and will resume in the Fall.

The Beautiful and Quaint Library Building: An intentional priority list is being well maintained; decisions have been made and over time all will be done. The lift, plumbing and upkeep is requiring steadfast attention. The library is a prideful place for us all during these challenging times.

Projects: Our Memorial Garden and the front garden will be weeded and watered this summer and into fall. Getting our maturing trees way from our foundation is one of those projects that is future minded and important. We are looking for someone to help transport some cement planters from Bill Mitchell's home in Springfield to the Library. We will fill them full of late summer and Fall blooms.

Statistics and Finances: FY 25 is in the history books! Thanks to all who worked tirelessly on our Budgets. A huge shout out to our Budget Committee and all their recommendations. The Advisors also had good suggestions and considerations. Our final FY 25 statistics are tallied and recorded; soon to be reported. We continue to be proud of our increased patronage, and general use of the library. A fresh new coat of paint will go along way in updating the library. Some new paint and then attention to rugs will be just the facelift we are looking for.

Book Sales and Library Services: Our Inter Library Loan Van Service is now deeply subsidized by Maine State Library for one of the two days of delivery. If no longer free, "deeply subsidized" is the right way forward. Our second day continues to be free by a generous Penobscot Commissioners Grant. We are managing the Big Book Shed and preparing for Loon Festival. Summer Reading is in full swing, and all are welcome.

Respectfully Submitted, Lauren A Hakala- Library Director.

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

DATE: July 9, 2025
TO: Richard Bronson, Town Manager
FROM: Melissa Quintela, Treasurer
RE: June 2025

PROJECTS:

With the summer hires in the Cemetery, Parks and Recreation Department, comes the work of entering information into the computer to be able to issue their first payroll checks. Cindy completed this work during June. Even with part time or seasonal employees, there is the same amount of computer work to be done as for full time employees. If the employees hired have already worked for Lincoln, then there are fewer forms to complete than when someone is considered a new hire. Entering employees in the TRIO software for payroll is done once, and when an employee is laid-off or resigns, their employee number is terminated, but not deleted. So, when that person is re-hired, as in the case of seasonal employees, then it is simply a matter of re-activating their employee number and updating exemptions or mailing addresses.

We have completed most of the year end tasks including: assuring that all invoices are received and paid, and all outstanding purchase orders accounted for. Cindy processed the last warrant of the year which is always a stressful situation. We try to pay as many of the invoices as we can and some departments wait to see if they have funds to purchase items from the current budget rather than waiting for the next one. Council passed the FY26 budget after 3 meetings this month.

GENERAL ASSISTANCE:

We processed 6 General Assistance appointments this month. We are still seeing a larger than normal influx of request for appointments. There seems to be no reason for the increase other than word of mouth. Most of these are denied as the individuals are over income.

TRAINING:

None

R: 25 MO: 7 ITEM # 9a+b

TOWN COUNCIL
AGENDA REQUEST

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

Council Meeting Date: July 14, 2025	Today's Date: June 27, 2025
Department: Town Clerk	
Department #: 0101	

Request:

Looking to make a change to the Fireworks Ordinance after some confusion with the times was brought to my attention. There are notations within the ordinance referring to 12:00pm when in fact it should be 12:00am (midnight). The ordinance was approved by the Council on January 8, 2018 and was not caught at that time; nor since then, until recently. The ordinance book went through a thorough revision by the attorneys and town staff in 2019; being re-adopted in August of 2019 and still was not caught.

Public Hearing-Fireworks Use Ordinance Change (0101)

SUGGESTED MOTION: Move to open a public hearing for the purpose of hearing oral and written comments on the proposed ordinance change to the Fireworks Use Ordinance 2012.4.1; as attached.

*Note: This change is to fix the times listed in this section to reflect "midnight" 12:00am vs. 12:00pm as is listed in the ordinance currently.

Approve Ordinance Change- Fireworks Use Ordinance Change (0101)

SUGGESTED MOTION: Move to approve the Fireworks Use Ordinance Change; as attached.

Action Needed From Council: Hold a public hearing and approve ordinance change

Is This Item Budgeted:	
Was This A Bid Process:	Lowest Bid:
Is Public Hearing Required: Yes	
If So What Dates: July 14, 2025	

2012. FIREWORKS USE ORDINANCE

2012.1 Section I: Purpose

The purpose of this ordinance is to regulate the use of consumer fireworks to ensure the safety of the residents and the property owners of the Town of Lincoln and of the general public. This Ordinance does not regulate State permitted fireworks shows.

2012.2 Section II: Authority

This ordinance is adopted and hereafter amended pursuant to and consistent with Title 8 M.R.S.A. § 223 A.2.

2012.3 Section III: Definitions

2012.3.1 Consumer Fireworks:

As used in the Ordinance, “Consumer Fireworks” means any fireworks that are authorized by the State of Maine for sale to the general public.

2012.3.2 Weekend:

As used in the Ordinance, the “Weekend” is the period from 5:00 PM Friday through 10:00 PM Sunday.

2012.4 Section IV: Use of Consumer Fireworks

2012.4.1 Limits on Hours and Dates

During the months of September-May consumer fireworks may only be utilized Friday 1 PM –Sunday 7 PM, except the following date (s) they may be used 9:00 AM - 12:00:~~30~~ AM the following day:

- a. December 31st; and
- b. The weekends immediately before and after December 31st.

During the months of June-August consumer fireworks may be utilized between 10:00 AM and 10:00 PM each day, except the following dates(s) they may be used 10:00 AM – 12:00 ~~PM~~ AM the following day.

- a. July 4th; and
- b. The weekends immediately before and after July 4th.

2012.4.2 Limits on Location

A person may use, display, fire, or cause to be exploded consumer fireworks only on that person's property, or on the property of a person who has consented to the use of consumer fireworks on that property either by written or verbal consent. Fireworks are prohibited from being used, displayed, fired, or caused to be exploded within one thousand (1000) feet of any housing or care facility for senior citizens or disabled persons (s).

2012.4.3 Limits on Conditions

A person may use, display, fire, or cause to be exploded consumer fireworks only when fire danger levels are determined to be low or moderate by the Town of Lincoln Fire Department.

2012.4.4 Debris

A person may not use, display, fire, or cause to be exploded consumer fireworks in a manner that does not contain all falling debris from the fireworks to the user's property.

2012.4.5 Visible Intoxication or Impairment

A person may not use, display, fire, or cause to be exploded consumer fireworks while intoxicated or impaired due to use of alcohol or drugs

2012.4.6 Red Flag Warning

A person may not use, display, fire, or cause to be exploded consumer fireworks on days that are designated by the Maine Forest Service and or NOAA as Red Flag Warning days. It is the sole responsibility of persons using consumer fireworks to ascertain the fire danger rating for the day that the consumer fireworks are used.

2012.4.7 Safety

A person who chooses to use, display, fire, or cause to be exploded consumer fireworks must have a water hose available or fire extinguisher available to put out any spark or fire caused by said consumer fireworks.

2012.4.8 Cessation after Single Complaint

Upon complaint from a single household to Lincoln's Public Safety Department, the Police Chief or Public Safety Director or designee shall have the authority to require that the person(s) complained about cease the use, display, firing, or explosion of consumer fireworks if in the judgment of the official the complainant has special aggravating circumstances such as a sick family member, or the presence of animals in the area and the propensity of such animals to suffer adverse health effects from exposure to the noise accompanying fireworks, or, as a result of fear resulting from exposure to such noise, may endanger others. The length of the cessation required will be at the discretion of the Police Chief or Public Safety Director or designee. In instances where the required cessation extends beyond the twelve (12) hour period from the time of notification to cease,

the person(s) complained about will be provided with the cessation order in writing.

2012.4.9 Cessation after multiple Complaints

Upon complaints from multiple households to Lincoln's Public Safety Department, the Police Chief or Public Safety Director or designee shall have the authority to require that the person(s) complained about immediately cease the use, display, firing, or explosion of consumer fireworks for a twelve (12) hour period from the time of notification to cease if the official determines that any such activity disturbs the quiet, comfort, or repose of any reasonable person located within or upon any residential premises. In instances where the required cessation extends beyond the twelve (12) hour period from the time of notification to cease, the person(s) complained about will be provided with the cessation order in writing.

2012.5 Enforcement and Penalty

2012.5.1 Penalty for Violation

Any person who violates the provisions of this Ordinance shall commit a civil violation punishable by a penalty of not less than one hundred dollars (\$100.00) and not more than five hundred dollars (\$500.00), plus attorney's fees and costs, to be recovered by the Town of Lincoln for its use. Each day such violation occurs or continues to occur shall constitute a separate violation.

2012.5.2 Enforcement

This Ordinance shall be enforced by the Town of Lincoln Public Safety department.

2012.6 Exceptions

2012.6.1 Exceptions – permitted use

This Ordinance does not apply to any person(s) who has obtained a permit under 8 M.R.S.A. § 227 A to conduct a display of fireworks.

TOWN COUNCIL

YR: 25 MO: 7 ITEM # 10

AGENDA REQUEST

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

Council Meeting Date: July 14, 2025	Today's Date: June 19, 2025
Department: Town Clerk	
Department #: 0101	

Request:

Approve Renewal State Liquor License Application- JATO Highlands Golf Course (0101)

*Note: This business has been in operation for more than 5-years and does not require a public hearing.

Approve the renewal State Liquor License Application submitted by JATO Highlands Golf Course.

Action Needed From Council: Approve renewal state liquor license application

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



Application Copy

File Number: 78355

Job Type: Renewal Application

LICENSE #

GC-99-100615

APPLICATION DATE RECEIVED

2025-06-11

LICENSE TYPE

On-Premises: Beer, Wine & Spirits

LICENSEE

J T PROPERTIES, LLC

AGENT NAME

EFFECTIVE DATE

2024-09-10

EXPIRES

2025-09-09

STATUS

Active

PREMISES NAME

JATO HIGHLANDS GOLF
COURSE

NEW SECONDARY LICENSE(S)

None selected

PREMISES TYPE

Golf Course

PREMISES NAME

JATO HIGHLANDS GOLF
COURSE

OPERATOR

J T PROPERTIES, LLC

PHYSICAL ADDRESS

175 TOWN FARM RD LINCOLN ME 04457

MAILING ADDRESS

PO BOX 519 LINCOLN ME 04457-0519

CONTACT NAME

THOMAS W GARDNER

PREFERRED CONTACT METHOD

Email

CONTACT PHONE

(207) 794-2433

ALTERNATE PHONE

FAX

EMAIL

sarah.gardner@gardcos.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?

Yes

The Forester Pub, LLC 204 West Broadway Lincoln, ME 04457

3. Is the applicant/licensee an individual, partnership, or association?

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 Vessel Corporation?

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?

No

8. Do you allow dancing or entertainment on the licensed premises? If so, You need to have a a license from the Maine State Fire Marshal. See <https://www.maine.gov/dps/fmo/plans-review/applications> for more information.

No

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

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 Do you have a manager employed?

Yes

Dakota Batchelder 11/21/1997
Michael Foster 5/21/1958
Sarah Gardner 6/23/1988

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(s) own the premises?

Yes

18 At which address are your business records located?

16 Access Rd Lincoln, ME 04457

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

Monday-Sunday 7 am - 6 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 5.0 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?

\$13,000.00

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

\$12,750.00

24 Do you have a food menu?

No

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Premises Floor Plan	Premises Floor Plan.pdf	
Corporate Supplemental Form	Supplemental Ownership Form.pdf	
Maine Health or Agriculture License	2024 Health Inspection Report.pdf	
Maine Health or Agriculture License	EST#9108 Jato Highlands Golf Course - Approved Variance.pdf	
Maine Health or Agriculture License	2025 Eating License.pdf	

APPLICANT

J T PROPERTIES, LLC

DECLARATION

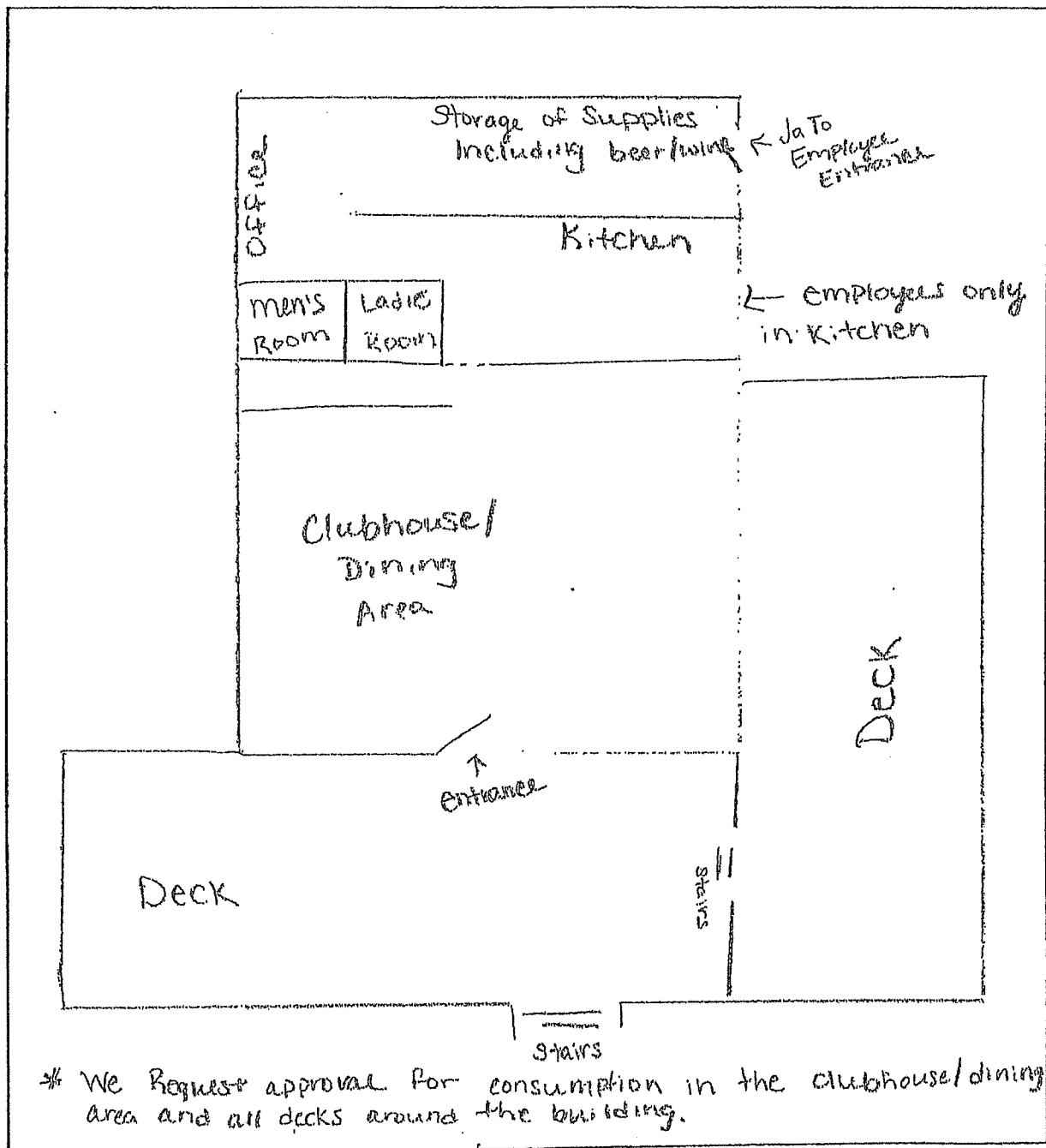
☒ I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

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.

Section VI Premises Floor Plan

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

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



EST ID: 9108

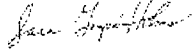
EATING PLACE TIER 1 9 Seats (in)

JATO HIGHLANDS GOLF COURSE
175 TOWN FARM RD
LINCOLN ME 04457

EXPIRES: 11/14/2025

FEE: \$220.00

JT PROPERTIES LLC
JATO HIGHLANDS GOLF COURSE
PO BOX 519
LINCOLN ME 04457-0519



Commissioner

Employers must establish a written smoking policy that prohibits smoking in any business facility, including in vehicles used for work, and in outdoor areas where employees perform services under the control of the employer. Smoking in workplaces shall only be permitted outdoors. Employers shall only permit employer and employees to smoke outside within a Designated Smoking Area that is at least 20 feet away from the business facility and designed in a way to prevent smoke from escaping back into a workplace, public place or other areas where smoking is prohibited.

Eating Establishments shall prohibit smoking in outdoor eating areas and all enclosed areas of public places. Smoking includes the use of electronic smoking devices, whether or not they contain nicotine.

Tobacco Retailers are required to card all persons 30 years of age or younger by photographic identification that contains the persons date of birth. Tobacco products may not be sold to any person under 21 years of age unless the person obtained 18 years of age on or before July 1, 2018. Tobacco products include, but not limited to, a cigarette, a cigar, a hookah, pipe tobacco, chewing tobacco, snuff or snus, electronic smoking devices, and any component or accessory used in the consumption of a tobacco product, such as filters, rolling papers, pipes and liquids used in electronic smoking devices, whether or not they contain nicotine.

For free guidance regarding Maine's retail tobacco and workplace smoking laws, please contact the Maine CDC Tobacco and Substance Use Prevention and Control program at tsup.dhhs@maine.gov or call 207-287-4627.

JT PROPERTIES LLC
JATO HIGHLANDS GOLF COURSE
PO BOX 519
LINCOLN ME 04457-0519

Owner: JT PROPERTIES LLC
Licensee: **JATO HIGHLANDS GOLF COURSE**
Location: 175 TOWN FARM RD
LINCOLN

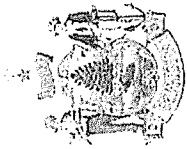
Mail: PO BOX 519

LINCOLN ME 04457-0519

Lic Type: EATING PLACE TIER 1

ISSUED: 12/17/2024
EXPIRES: 11/14/2025
FEE: \$220.00
TEL: 207-794-2433

Est ID: 9108



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:	2. Date of incorporation/registration:	3. State of incorporation:
J.T. Properties, LLC	6/11/2025	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 (%)
Thomas W. Gardner	11/2/1961	207-794-2303	30 Folsom Pond Rd Lincoln, ME 04457	Owner	50.0%
Michele D Gardner	3/17/1962	207-794-4299	30 Folsom Pond Rd Lincoln, ME 04457	Owner	50.0%

☐ Failed ☐ Closed ☐ IHH

State of Maine Health Inspection Report

Page 1 of 4

Establishment Name JATO HIGHLANDS GOLF COURSE		As Authorized by 22 MRSA § 2496		Critical Violations	1	Date	10/1/2024
				Non-Critical Violations	5	Time In	12:00 PM
				Certified Food Protection Manager	Y	Time Out	12:45 PM
License Expiry Date/EST. ID#	Address	City	Zip Code	Telephone			
11/14/2024 / 9108	175 TOWN FARM RD	LINCOLN	04457	207-794-2433			
License Type	Owner Name	Purpose of Inspection	License Posted	Risk Category			
EATING PLACE 0-29 SEATS	JT PROPERTIES LLC	Regular	Yes	Medium			

FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

Mark "X" in appropriate box for COS and/or R

IN=in compliance OUT=not in compliance N/O=not observed N/A=not applicable

COS=corrected on-site during inspection R=repeat violation

Compliance Status		COS	R	Compliance Status		COS	R
Supervision				Potentially Hazardous Food Time/Temperature			
1	IN	PIC present, demonstrates knowledge, and performs duties		16	IN	Proper cooking time & temperatures	
Employee Health				17	IN	Proper reheating procedures for hot holding	
2	IN	Management awareness; policy present		18	IN	Proper cooling time & temperatures	
3	IN	Proper use of reporting, restriction & exclusion		19	IN	Proper hot holding temperatures	
Good Hygienic Practices				20	IN	Proper cold holding temperatures	
4	IN	Proper eating, tasting, drinking, or tobacco use		21	IN	Proper date marking & disposition	
5	IN	No discharge from eyes, nose, and mouth		22	IN	Time as a public health control: procedures & record	
Preventing Contamination by Hands				Consumer Advisory			
6	IN	Hands clean & properly washed		23	IN	Consumer advisory provided for raw or undercooked foods	
7	IN	No bare hand contact with RTE foods or approved alternate method properly followed		Highly Susceptible Populations			
8	OUT	Adequate handwashing facilities supplied & accessible		24	IN	Pasteurized foods used; prohibited foods not offered	
Approved Source				Chemical			
9	IN	Food obtained from approved source		25	IN	Food additives: approved & properly used	
10	IN	Food received at proper temperature		26	OUT	Toxic substances properly identified, stored & used	x
11	IN	Food in good condition, safe, & unadulterated		Conformance with Approved Procedures			
12	IN	Required records available: shellstock tags parasite destruction		27	IN	Compliance with variance, specialized process, & HACCP plan	
Protection from Contamination				Risk Factors are improper practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury. Public Health Interventions are control measures to prevent foodborne illness or injury.			
13	IN	Food separated & protected					
14	IN	Food-contact surfaces: cleaned and sanitized					
15	IN	Proper disposition of returned, previously served, reconditioned, & unsafe food					

GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals, and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS=corrected on-site during inspection

R=repeat violation

		COS	R			COS	R
Safe Food and Water				Proper Use of Utensils			
28	IN	Pasteurized eggs used where required		41	IN	In-use utensils: properly stored	
29	IN	Water & ice from approved source		42	IN	Utensils, equipment, & linens: properly stored, dried, & handled	
30	IN	Variance obtained for specialized processing methods		43	X	Single-use & single-service articles: properly stored & used	x
Food Temperature Control				44	IN	Gloves used properly	
31	IN	Proper cooling methods used; adequate equipment for temperature control		Utensils, Equipment and Vending			
32	IN	Plant food properly cooked for hot holding		45	X	Food & non-food contact surfaces cleanable, properly designed, constructed, & used	
33	IN	Approved thawing methods used		46	IN	Warewashing facilities: installed, maintained, & used; test strips	
34	IN	Thermometers provided and accurate		47	IN	Non-food contact surfaces clean	
Food Identification				Physical Facilities			
35	IN	Food properly labeled; original container		48	IN	Hot & cold water available; adequate pressure	
Prevention of Food Contamination				49	X	Plumbing installed; proper backflow devices	
36	IN	Insects, rodents, & animals not present		50	IN	Sewage & waste water properly disposed	
37	IN	Contamination prevented during food preparation, storage & display		51	IN	Toilet facilities: properly constructed, supplied, & cleaned	
38	X	Personal cleanliness		52	IN	Garbage & refuse properly disposed; facilities maintained	
39	IN	Wiping cloths: properly used & stored		53	IN	Physical facilities installed, maintained, & clean	
40	IN	Washing fruits & vegetables		54	IN	Adequate ventilation & lighting; designated areas used	

Person in Charge (Signature)

Date: 10/1/2024

Health Inspector (Signature)

JENNIFER SPRINGER

Follow-up: ☐ YES ☒ NO

Date of Follow-up:

State of Maine Health Inspection Report

Page 2 of 4

Establishment Name JATO HIGHLANDS GOLF COURSE		As Authorized by 22 MRSA § 2496		Date 10/1/2024
License Expiry Date/EST. ID# 11/14/2024 / 9108	Address 175 TOWN FARM RD	City / State LINCOLN / ME	Zip Code 04457	Telephone 207-794-2433

Temperature Observations

Location	Temperature	Notes
Freezer/Fridge	0/38	Hotdog 37F
3 Bay Sink	124	
Freezer/Fridge	0/30	Beverage
Reach-in Cooler	38	
Hand Wash Sink	128	
Hot Hold - Steamer	158	Hotdog
2 Door Prep Cooler		Not in use - must maintain at 41F or less prior to storing PHF

Person in Charge (Signature)

[Signature]

Date: 10/1/2024

Health Inspector (Signature)

JENNIFER SPRINGER

[Signature] J. Springer

State of Maine Health Inspection Report

Page 3 of 4

Establishment Name JATO HIGHLANDS GOLF COURSE				Date 10/1/2024	
License Expiry Date/EST. ID# 11/14/2024 / 9108	Address 175 TOWN FARM RD	City / State LINCOLN ME	Zip Code 04457		

Observations and Corrective Actions

Violations cited in this report must be corrected within the time frames below, or as stated in sections 8-405.11 and 8-406.11 of the Food Code

8: 6-301.14: N: Hand wash signage not provided for employee hand sink or lavatory.

INSPECTOR NOTES: Label hand sink "hand wash sink only."

26: 7-201.11: C: Improper storage of poisonous or toxic materials.

INSPECTOR NOTES: **COS** Chemicals stored under sink near clean linen. Insect repellent stored with packaged food on retail display. Materials/chemicals reorganized so that chemicals are now properly stored.

38: 2-402.11: N: Food Employees not wearing effective hair restraints.

INSPECTOR NOTES: Food employee needs beard restraint.

43: 4-904.11.(A).(C): N: Single service/use items are improperly handled/stored/displayed/dispensed.

INSPECTOR NOTES: **COS** Store single use items (boats) inverted to protect food contact surface. PIC inverted single use items that are not stored under a shelf.

45: 4-101.19: N: Nonfood contact surfaces of equipment that requires frequent cleaning not constructed of a corrosion-resistant, nonabsorbent, and smooth material.

INSPECTOR NOTES: Dishes left to dry on cloth. Use dish drainer or tray as opposed to absorbent materials.

49: 5-203.13: N: Inadequate number of service sinks.

INSPECTOR NOTES: Establishment has no utility sink. Install sink or apply for variance. Inspector will provide paperwork.

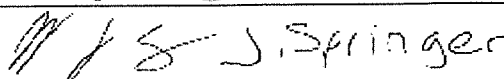
Person in Charge (Signature)



Date: 10/1/2024

Health Inspector (Signature)

JENNIFER SPRINGER



State of Maine Health Inspection Report

Page 4 of 4

Establishment Name JATO HIGHLANDS GOLF COURSE				Date 10/1/2024
License Expiry Date/EST. ID# 11/14/2024 / 9108	Address 175 TOWN FARM RD	City / State LINCOLN ME	Zip Code 04457	

Inspection Notes

PIC & CFPM: Dakota Batchelder, expires 6/11/29, cert#25789668

Certified Food Protection Manager

Every eating establishment must employ on its staff a Certified Food Protection Manager (CFPM). Some establishments are exempt from this requirement. A CFPM certificate must accompany the application for a new establishment and change of ownership. A CFPM must be hired within 60 days of the departure of the last CFPM leaving employment. Eating establishments must post in a conspicuous area the certification of the CFPM(s), and the certificate must be made available to the Department upon request. For a list of CFPM courses and trainers go to <http://www.maine.gov/healthinspection/training.htm>. Please provide a copy of this certification(s) to Health Inspection Program, 286 Water St. 3rd Floor, Augusta, ME 04333, hiplicensing.dhhs@maine.gov or faxing to 207-287-3165. Please include the name of your establishment and the establishment ID# with your certification(s).

Employee Health Policy

The Health Inspection Program implemented an educational public health initiative on Employee Health on March 1, 2017. The policy handouts will be provided to you by your inspector and reviewed during inspection for compliance. They are also available on the Program's website: <http://www.maine.gov/healthinspection>

Violation Correction Timeframe

Critical violations should be corrected on site, but in any event, within 10 days. The licensee must contact your inspector, Jennifer Springer when the critical violation has been addressed at 207-944-0564 or jennifer.springer@maine.gov. Non-critical violations must be corrected within 30 days. Failure to satisfactorily correct these violations before the follow-up inspection may result in enforcement proceedings by the Department to include fines and penalties. License renewals can be denied if violations are not corrected within the noted timeframes.

C= Critical violation and NC= Non-critical violation

"Critical violation" means a provision of the Food Code that, if in non-compliance, is more likely than other violations to contribute to food contamination, illness or environmental health hazard.

Additional Inspection Fee

License fees provide for two inspections per year. When additional inspections are required, the Department may charge an additional \$100 fee to cover the costs of each additional inspection or visit.

Document Retention/Posting

Pursuant to the Administration and Enforcement of Establishments Regulated by the Health Inspection Program, licenses, conditional licenses, inspection reports, certificates or other notices issued by the Department must be displayed in a place readily visible to customers or other persons using a licensed establishment. If you have received your inspection report via email, please print and retain onsite.

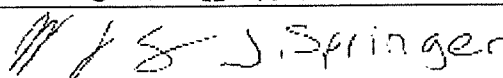
Person in Charge (Signature)



Date: 10/1/2024

Health Inspector (Signature)

JENNIFER SPRINGER



[illegible]

TOWN COUNCIL

YR: 25 MO: 7 ITEM # 11

AGENDA REQUEST

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

Council Meeting Date: July 14, 2025	Today's Date: June 18, 2025
Department: Town Manager/Council Chair	
Department #: 0100	

Request:

Discussion: State Forestry Management

Action Needed From Council: Hold a discussion

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

TOWN COUNCIL

YR: 25 MO: 7 ITEM # 12a+b

AGENDA REQUEST

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

Council Meeting Date: July 14th, 2025

Today's Date: June 20th, 2025

Department: Police Department

Department #: 0302

Request: I am requesting full Council approval regarding forfeiture in a criminal case.

Please see attached memo and documentation for further explanation.

Action Needed From Council:

Approval

Is This Item Budgeted: N/A

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:



Lincoln Police Department



Lee Miller
Chief of Police

Date: June 20th, 2025

To: Full Council

From: Lee Miller, Chief of Police 

Cc: Rick Bronson, Town Manager

Re: Criminal Forfeiture – Matthew Vandine and Casey Chase

I am requesting full Council approval for the acceptance of forfeiture funds in two separate cases involving Officer Mike Winslow.

The **first case** dates back to 2021, where Officer Winslow's investigation into a theft incident led to the discovery of a drug-related offense. This resulted in the seizure of **\$3,405.00** in U.S. currency.

The **second case** occurred in 2023, when Officer Winslow responded to a personal injury crash that also led to a drug investigation and the seizure of **\$643.00**.

In accordance with 15 M.R.S.A. § 5824(3) and § 5826(6), the Town of Lincoln, acting through its municipal officers, hereby grants approval to accept the forfeited funds as follows:

- From the **\$3,405.00** seizure:
 - 85% (**\$2,894.25**) will be awarded to the Lincoln Police Department.
 - 15% (**\$510.75**) will be remitted to the District Attorney's Office for their assistance in the case.
- From the **\$643.00** seizure:
 - 85% (**\$546.55**) will be awarded to the Lincoln Police Department.
 - 15% (**\$96.45**) will be remitted to the District Attorney's Office.

These approvals are based on the department's substantial contribution to the investigation of each case or a related criminal matter.

21 Fleming Street Lincoln, ME 04457
P. 207.794.8455 – F. 207.794.1927
www.lincolmaine.org



Lincoln Police Department



Lee Miller

Chief of Police

All forfeited funds received will be deposited into the department's designated criminal forfeiture account and used exclusively by the Lincoln Police Department in accordance with applicable laws and regulations.

Please see the attached documentation for further details.

21 Fleming Street Lincoln, ME 04457
P. 207.794.8455 – F. 207.794.1927
www.lincolnmaine.org

STATE OF MAINE
OFFICE OF THE DISTRICT ATTORNEY
PROSECUTORIAL DISTRICT V

R. CHRISTOPHER ALMY
District Attorney

CHELSEA LYNDIS
Deputy District Attorney



PENOBSCOT COUNTY
(207) 942-8552
Fax (207) 945-4748

PISCATAQUIS COUNTY
(207) 564-2181
Fax (207) 564-6503

PENOBSCOT COUNTY
97 Hammond Street ♦ Bangor, Maine 04401-4990

April 23, 2025

Chief Lee Miller
Lincoln Police Department
1 Adams Street
Lincoln, Maine 04457

Re: State of Maine vs. Casey Chase
Required Vote of Municipal Officers/Approval of Transfer of Forfeiture Assets

Dear Chief Miller,

Enclosed please find a draft Approval form for submission to the municipal officers.

Please inform the municipal officers that:

- A. 15 M.R.S.A. §5824(3) requires that, before any forfeitable item may be transferred to a State Agency, County or Municipality, the municipal legislative body must publicly vote to accept the item(s) **if subsequently ordered forfeited by the Court;**
- B. As with all forfeitures, an approval of a transfer by the municipal legislative body does not guarantee either that the Defendant(s) *In Rem* will in fact be forfeited or, if forfeited, that the Court will order the item(s) transferred to the approving Department, Agency, County or Municipality. The municipal legislative body's approval only signifies that, if the Defendant(s) *In Rem* are in fact ordered forfeited and, if the State and the Court agree to a transfer of all or part of the Defendant(s) *In Rem* to a Department, Agency, County or Municipality based upon the "*substantial contribution*" of that Department, Agency, County or Municipality, then that entity is in fact, willing to accept the Defendant(s) *In Rem* or portions thereof. In order to streamline what is otherwise a cumbersome

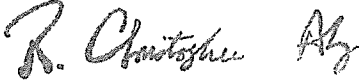
forfeiture process, it is our practice to seek State, county or municipal approval in anticipation of the final order of forfeiture. However, final forfeiture is not guaranteed and both the municipal legislative body and the law enforcement agency involved are **cautioned** that they **should not encumber** funds or property until a Final Order granting them lawful title to the property is delivered to them;

- D. Under the provisions of the Forfeiture Statute, if the municipal legislative body fails to approve a transfer in a timely manner, any forfeited items shall be transferred to the State of Maine General Fund.

Assuming your municipal legislative body does grant its approval, kindly see to it that the accompanying form is signed by the appropriate person and is "embossed" with the seal of the municipality. Then, please return the **original** to me for filing, and retain a copy for your records.

My sincere thanks for your attention to this matter. Should you have any questions, please do not hesitate to contact me.

Sincerely,



 Chelsea Lynds
Deputy District Attorney

CL/klh

encl.

STATE OF MAINE
Penobscot, ss

PENOBSCOT COURT
Criminal Action
Docket No. CR-2021-2463

STATE OF MAINE

v.

CASEY CHASE

Defendant

and

\$3405.00 in U.S. Currency

Defendant(s) In Rem;

}
}
) Municipality of Lincoln
} Approval of Transfer
} 15 M.R.S.A. §5824(3) &
} §5826(6)
}
}
}
}
}
}

NOW COMES the Town of Lincoln, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) to transfer 85% of the above captioned \$3405.00 in U.S. Currency to the Lincoln Police Department, on the grounds that the Lincoln Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the Town of Lincoln, Maine does hereby approve of the transfer of the Defendant(s) in Rem, pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) by vote of the Lincoln municipal legislative body.

Dated: _____

Chairperson/Mayor/Councilman/Clerk

(Impress Legislative Body Seal Here)

STATE OF MAINE
OFFICE OF THE DISTRICT ATTORNEY
PROSECUTORIAL DISTRICT V

R. CHRISTOPHER ALMY
District Attorney

CHELSEA LYNDIS
Deputy District Attorney



PENOBSCOT COUNTY
(207) 942-8552
Fax (207) 945-4748

PISCATAQUIS COUNTY
(207) 564-2181
Fax (207) 564-6503

PENOBSCOT COUNTY
97 Hammond Street ♦ Bangor, Maine 04401-4990

April 25, 2025

Chief Lee Miller
Lincoln Police Department
1 Adams Street
Lincoln, Maine 04457

Re: State of Maine vs. Matthew Vandine
Required Vote of Municipal Officers/Approval of Transfer of Forfeiture Assets

Dear Chief Miller,

Enclosed please find a draft Approval form for submission to the municipal officers.

Please inform the municipal officers that:

- A. 15 M.R.S.A. §5824(3) requires that, before any forfeitable item may be transferred to a State Agency, County or Municipality, the municipal legislative body must publicly vote to accept the item(s) **if subsequently ordered forfeited by the Court;**
- B. As with all forfeitures, an approval of a transfer by the municipal legislative body does not guarantee either that the Defendant(s) *In Rem* will in fact be forfeited or, if forfeited, that the Court will order the item(s) transferred to the approving Department, Agency, County or Municipality. The municipal legislative body's approval only signifies that, if the Defendant(s) *In Rem* are in fact ordered forfeited and, if the State and the Court agree to a transfer of all or part of the Defendant(s) *In Rem* to a Department, Agency, County or Municipality based upon the "*substantial contribution*" of that Department, Agency, County or Municipality, then that entity is in fact, willing to accept the Defendant(s) *In Rem* or portions thereof. In order to streamline what is otherwise a cumbersome forfeiture process, it is our practice to seek State, county or municipal approval in anticipation of the final order of forfeiture. However, final forfeiture is not guaranteed and both the municipal legislative body and the law enforcement agency involved are

cautioned that they **should not encumber** funds or property until a Final Order granting them lawful title to the property is delivered to them;

- D. Under the provisions of the Forfeiture Statute, if the municipal legislative body fails to approve a transfer in a timely manner, any forfeited items shall be transferred to the State of Maine General Fund.

Assuming your municipal legislative body does grant its approval, kindly see to it that the accompanying form is signed by the appropriate person and is "embossed" with the seal of the municipality. Then, please return the **original** to me for filing, and retain a copy for your records.

My sincere thanks for your attention to this matter. Should you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "R. Christopher Smith".Handwritten initials, possibly "CS", in dark ink.

Christopher Smith
Assistant District Attorney

CDS/klh

enc.

STATE OF MAINE
Penobscot, ss

PENOBSCOT COURT
Criminal Action
Docket No. CR-23-30350

STATE OF MAINE

v.

MATTHEW VANDINE
Defendant

and

\$643.00 in U.S. Currency
Defendant(s) In Rem;

}
}
) Municipality of Lincoln
} Approval of Transfer
} 15 M.R.S.A. §5824(3) &
} §5826(6)
}
}
}
}
}
}

NOW COMES the Town of Lincoln, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) to transfer 85% of the above captioned \$643.00 in U.S. Currency to the Lincoln Police Department, on the grounds that the Lincoln Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the Town of Lincoln, Maine does hereby approve of the transfer of the Defendant(s) in Rem, pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) by vote of the Lincoln municipal legislative body.

Dated: _____

Chairperson/Mayor/Councilman/Clerk

(Impress Legislative Body Seal Here)

TOWN COUNCIL

R: 25 MO: 7 ITEM # 13

AGENDA REQUEST

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

Council Meeting Date: 7-14-2025

Today's Date: 7-01-2025

Department: Economic Development

Department #: 0103

Request:

To appoint _____, Town Councilor to the TIF committee. The TIF committee requires the Town Manager, Assessor, Treasurer, and a Town Councilor plus interested members of the public. Cathy Moison was the Town Councilor, since she is no longer a councilor one needs to be appointed. Cathy is staying on as an interested community member.

Action Needed From Council:

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

TOWN COUNCIL

YR: 25 MO: 7 ITEM # 14

AGENDA REQUEST

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

Council Meeting Date: 07-14-2025

Today's Date: 07-01-2025

Department: Assessing Department

Department #: 0105

Request:

To approve and sign the revaluation contract with RCS Assessment Services in the amount of \$375,000 with the work to begin in the spring of 2026. Initial fee to bind the contract is \$37,500 due in August 2025.

Contract attached.

Action Needed From Council: To approve revaluation contract

Is This Item Budgeted: yes

Was This A Bid Process: yes

Lowest Bid: yes

Is Public Hearing Required: no

If So What Dates:

**CONTRACT FOR TAX EQUALIZATION APPRAISAL PROGRAM AND RELATED SERVICES, OF AND
FOR THE TOWN OF LINCOLN, MAINE.**

This is a contract made the 14th day of July, 2025, between the Town of Lincoln, Maine, a municipal corporation in the County of Penobscot, State of Maine, hereinafter called the Town, and RCS Assessment Services, a company duly incorporated under the laws of the State of Maine, having its principal place of business at Hermon, Maine, hereinafter called the Company.

1. The Company has proposed to furnish the Town with a complete appraisal to be used for tax assessment purposes. The Town desires to contract for said services to be done according to specifications where to annexed. ** (See addendum)

2. Final values will be as of April 1, 2028.

3. The Town shall make payments under this contract according to the following: A payment of \$37,500 due August 2025, with additional payments of \$150,000 to be invoiced at the start of data collection (Date TBD), a payment of \$150,00 to be due (Date TBD) and \$37,500 (10%) to be held by the town until completion. Total project cost being \$375,000.

4. The purpose of this program is to provide an accurate inventory and to establish "Just Values" of all tangible real property in the Town of Lincoln. Basic to this purpose is the development of new appraisal manuals, a record keeping system, and training of the assessor in the use of these manuals and records. II. The program shall include the appraisal of each parcel of real estate with separately stated values for land and for buildings, as well as a total value, on a "Just Value" basis recognizing only presently possible land use alternatives and giving due consideration to the effect on value of any enforceable restrictions to which the property may be subjected.

5. The general qualifications of the Company having been previously established and the following specific limitations will hold:

I. The services of experienced and competent appraisers and all necessary field and office assistants shall be provided to execute all work as covered in these specifications.

II. The Town shall have the right to request the removal of any person employed on this project for just cause.

III. The Company may subcontract with specialists for the appraisals of selected properties when, in its sole judgment, such action is in the best interest of the project. The company shall be wholly responsible for the timely performance of any subcontracted work.

IV. The Company shall carry and maintain in force public liability and Workman's Compensation insurance, shall hold the Town and its officers harmless from all claims, demands, payments, suits, actions, recoveries and judgments of every kind and description brought or recovered against it by reason of an act or omission of said Company, his agents, or employees in the execution of the work, including claims relating to labor and materials, patent rights, and copyrights used in performing the work.

V. The Company shall submit substantiating production reports from the job supervisor when so requested by the Town.

VI. The Town shall provide the Company office space, necessary tables, chairs, files, and up-to-date and working assessing software (TRIO/Vision) and reasonable use of a copy machine if available.

VII. The Company shall provide all equipment and supplies except as noted above.

VIII. The Company shall conduct a market study which will include but not be limited to a land value analysis using current and prior land sales and a developed parcel analysis using current and prior sales. From the Market Data Study the Company shall prepare Building Schedules, and Land Pricing Schedules.

IX. The Town shall cooperate with the Company by providing all available sales information, zoning data, ownership records, prior valuation cards, classification information, and such additional help as is required to gain access to all properties and all required information.

X. The Company shall provide, by mail or other means, notice to property owners of the valuations established, together with information on public hearings. Each property owner will be given an opportunity to discuss these valuations with a representative of the Company. The Job Supervisor shall be available as the Company representative during such hearings and at any hearings of a local, county, or state nature for one year after completion of the project. Said supervisor, or equally qualified person, will, in the event of any appeal to the courts, be present to testify as a witness. Costs of any legal defenses will be borne by Town.

XI. The Town agrees that all final decisions as to assessed values, procedures used, forms used, and information sought shall be the responsibility of the Town. To this end the Company and the Town agree to settle all questions in dispute during the course of the contract without delay, and further agree that no changes will be permitted in the contract without the written mutual agreement of the Town and Company.

Town of Lincoln

RCS Assessment Services, INC

By: _____

By: _____

Date: _____

Date: _____

ADDENDUM

Lincoln Revaluation Program

Revaluation Components

- Measure and list all Residential and Commercial properties
- Take updated photo
- Send Data Verification forms to Residential Properties or perform interior inspections
- Enter all data into TRIO
- Create new sketches for all property cards
- Create new Residential Cost Files (Marshall & Swift/Sales Studies)
- Create new Commercial Cost Files (Marshall & Swift)
- Create new Land Schedules using appropriate methods (Front foot pricing, square foot pricing or acreage pricing)
- Establish neighborhoods for distinct Residential and Commercial areas of town
- Establish new Depreciation Schedules
- Perform Sales Ratio Studies

TOWN COUNCIL

AGENDA REQUEST

MO: 7 ITEM # 15

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

Council Meeting Date: 7/14/2025	Today's Date: 6/30/2025
Department: Events	
Department #:	

Request: To close Prince Thomas Park and Veterans Memorial Square for Septemberfest on September 6, 2025

Action Needed From Council:

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

TOWN COUNCIL

MO: 7 ITEM # 160

AGENDA REQUEST

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

Council Meeting Date: 7/14/2025

Today's Date: 6/30/2025

Department: Events

Department #:

Request: To charge \$5 for artisans and \$100 for food vendors for Septemberfest for non-Lincoln businesses and \$50 for Lincoln Businesses.

Action Needed From Council:

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

Month of June 2025									
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Tax Year	FY Total Abatements	FY Total Supplemental Bills	Total Commitment	Monthly Revenue	Balance	Percent Collected	Percent Collected Last Year
FY21/OLDER				\$ -	\$ 11,537.05		
FY22			\$ 7,794,464.06	\$ -	\$ 16,342.19		
FY23	\$ 5,562.88	\$ 894.60	\$ 9,211,729.23	\$ 80.55	\$ 37,866.06		
FY24	\$ 6,144.58	\$ 23,087.42	\$ 10,704,302.46	\$ 9,135.33	\$ 208,113.34	98.06%	98.06
FY25	\$ 56,135.42	\$ 28,739.01	\$ 11,614,025.40	\$ 242,759.58	\$ 701,247.71	93.97%	94.56
FY26				\$ 14,503.76	\$ (28,282.17)		
Total	\$ 67,842.88	\$ 52,721.03					
TOTAL MONTHLY REVENUE				\$ 266,479.22			

COMMENTS:

This month our office processed 402 tax receipts.

The new Tax Club booklets were also ready to be handed out, as the June payments were made. The Tax Club for next year has over 60 members, with 80+ accounts.

Respectfully Submitted,

Tracie L. York, Tax Collector

Excise Collection		% Collected	Last Year	% Col Last Year
	Motor Vehicle	\$ 115,279.13	\$ 113,656.59	Est FY 24 \$ 984,000 11.84%
	Boat	\$ 2,844.60	\$ 2,864.20	
	Aircraft	\$ -	\$ -	
Total this month		\$ 118,123.73	11.81%	
FY 2025 Excise Total		\$ 1,222,956.74	\$ 116,520.79	