AGENDA
COUNCIL MEETING
April 16, 2024
LISBON TOWN OFFICE
6:00 PM MEETING

1. CALL TO ORDER & PLEDGE TO FLAG
2. ROLL CALL
   Harry Moore, Jr., Chair
   Raymond Robishaw, Vice Chair
   Mark Lunt
   Normand Albert
   Jo-Jean Keller
   Christine Cain
   Fern Larochelle
3. EXECUTIVE SESSION
   A. Executive Session per 1 MRSA § 405(6)(e) Consultation with Legal Counsel
4. GOOD NEWS & RECOGNITION
5. PUBLIC HEARINGS
   A. Drew's New to You
   B. Codes and Planning Reorganization Ordinance
6. AUDIENCE PARTICIPATION & RESPONSE FOR AGENDA ITEMS
7. CONSENT AGENDA
   A. *Consent Agenda Items*
      1. Municipal Accounts Payable Warrants $ 1,269,493.46
      2. Municipal Payroll Warrants $ 218,473.81
      3. School Accounts Payable Warrant $ 116,238.42
      4. School Payroll Warrant $ 410,304.75
      5. Approve Itinerant Vendor Permit for Drew's New to You
      6. Approve Extension of Frank's Liquor License
      7. Re-Appointment of Samantha Bryant as Town of Lisbon Treasurer for One Year Term
      8. Appoint Election Clerks for 2024-2026
      9. Appoint Rick Roberts as Warden and Debbie Hill as Deputy Warden for June 11, 2024 Election.
8. COUNCIL ORDERS, RESOLUTIONS, & ORDINANCES
   A. Adopt Androscoggin County Natural Hazard Mitigation Plan 2024
   B. Amend Article IV. Recreation Activities On Public Ways for extended ATV Access - First Reading
   C. Adopt Special Events Ordinance - First Reading
   D. Adopt Codes and Planning Reorganization Ordinance-Second Reading
9. OTHER BUSINESS

AGENDA
COUNCIL MEETING
April 16, 2024
LISBON TOWN OFFICE
6:00 PM MEETING

A. Town Manager's Report
B. Review of FY25 Financial Reports for Lisbon EMS Proposed Budget
C. Quarterly Treasurer's Report
D. Council Committee Reports:
    1. School Committee – Councilor Cain
    2. Planning Board –Councilor Larochelle
    3. Lisbon Development Committee – Councilor Larochelle
    4. Conservation Commission – Councilor Moore
    5. Parks & Recreation Committee – Councilor Moore
    6. County Budget Committee – Councilor Moore
    7. Library Governing Board – Councilor Keller
    8. Water Commission – Councilor Robishaw
    9. Finance Committee – Councilor Robishaw

10. COUNCIL COMMUNICATIONS
11. AUDIENCE PARTICIPATION & RESPONSE TO NEW ITEMS
12. EXECUTIVE SESSION
    A. Executive Session per 1 MRSA § 405(6)(e) Consultation with Legal Counsel
13. ADJOURNMENT
    A. To Adjourn

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Executive Session per 1 MRSA § 405(6)(e) Consultation with Legal Counsel
Date: April 16, 2024

Summary

Consultation with Legal - Annual Harassment and FOAA Training

Recommendation

To enter into Executive Session per 1 MRSA Section 405(6)(e) Consultation with Legal Counsel for annual Harassment training and FOAA training.

Attachments

None

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Drew's New to You
Date: April 16, 2024

Summary

Drew's New to You has written permission from the property owner, he sells sheds which are on display at Big Dipper. Included please find his letter of introduction.

Recommendation

Attachments

1. Drew Letter

Town of Lisbon

My name is Craig Drew, I am the owner of Drew's New to You, LLC. We are located at 319 Eastern Avenue in Augusta. I apologize for not being at this meeting. I am out of the country on a vacation with my family.

I wanted to tell you a little bit about myself and my family. I am a Veteran of the United States Army. I served during Desert Storm/Desert Shield. I spent 1 tour overseas and was honorably discharged as an E-5, Sargeant. Upon discharge I came back home to Maine and married my wife, Melanie. We met at summer camp when she was 12 and I was 13. We've been married 28 years as of April 12th and we've raised 4 wonderful daughters and are grandparents of 4 beautiful grandkids.

I started in the automotive industry in 1998. I've been a sales manager, finance manager, general sales manager and general manager before I decided to open my own store, Drew's New to You in 2020. We became an Old Hickory Buildings dealer in August 2022 while still focusing on selling used cars.

We've come to love the quality, warranty and affordability of Old Hickory Buildings and would like to share this with your community. With your approval we would like to have an unmanned satellite location at 501 Lisbon Street. This location would have 10 buildings/sheds, loads of information, and ways to reach us if a person had questions or would like to purchase one. We will offer cash sales, 90 days same as cash, and 48 months rent to own. We will visit the lot once or twice a week to maintain the grounds and the buildings, to ensure the pamphlets and brochures are stocked, and our area is clean.

Our lease is until November 30 and all of our inventory will be moved from the location by that date. If everything goes well this year we will be looking to lease the property again next year. Thank you for your consideration.

Sincerely,

Craig Drew

Owner

Drew's New to You, LLC

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Codes and Planning Reorganization Ordinance
Date: April 16, 2024

Summary

Recommendation

Attachments

1. PH new Ordinance
2. Letter from Planning Board Chair

TOWN OF LISBON
300 Lisbon Street, Lisbon, ME 04250

Lisa Ward, Town Clerk
Alice Richards, Deputy Clerk

PUBLIC HEARING

Ordinance Creating the Position of Planning Director

Notice is hereby given that the Lisbon Town Council intends to hold a public hearing on April 16, 2024 at 7:00 PM in the Town Office Public Meeting Room to hear comments on the following:

DIVISION 8. PLANNING AND CODES DEPARTMENT
Sec. 2-425. Established; appointment.
Sec. 2-426A. Duties of the planning director.
Sec. 2-426B. Duties of the codes enforcement officer.
Sec. 70-193. Application procedure.

The public is invited to attend.
Lisa Ward, Town Clerk

Constable's
Return of Posting
State of Maine

Lisbon, Androscoggin, ss.

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

_____ _____

Date Constable, Town of Lisbon

Dear Members of the Town Council,

I am writing to urge your consideration and support for the vital necessity of hiring a full-time town planner for our community.

As a member of the Planning Board for a number of years it is clear that the town requires a planner position.

We need someone who can coordinate the entire journey for residents and businesses from inquiry and application to final occupancy. It has been brought to our attention by multiple applicants that the current process is inefficient, unclear, and not user friendly. Such as lack of follow-up to inquiries and issues.

Planning Board has been frustrated over the last years especially with lack of communication, complete information, and details on applications being brought before us. We have receive communication from multiple parties often that is piecemeal at times. We require a single voice that can be our liaison for all communications and information. Business owners continue to complain to board members that our town is currently not business friendly the way we are doing to it now.

As a board we are also tackling many issues currently that are focused on tackling ordinances, initiatives, and maps to deal with the growth Lisbon has been experiencing. We are attempting to ensure all our ordinances are consistent, easy to understand, and rational for property owners. We are using the maximum bandwidth we have available from NorthStar Planning but we could be doing more with a dedicated planner.

Here are several compelling reasons why investing in a full-time town planner is crucial for the future well-being and sustainable development of our town:

Strategic Urban Development: Our town is growing rapidly, and with growth comes the need for strategic urban planning. A dedicated town planner will have the expertise to assess our current infrastructure, land use patterns, and community needs, and develop comprehensive plans to accommodate growth while preserving the unique character of our town.

Economic Prosperity: Effective town planning working with Economic Development Director is can attract new businesses, support local entrepreneurs, and foster economic growth by creating an environment that is conducive to investment and job creation.

Community Engagement and Participation: Engaging residents in the planning process is essential for ensuring that development decisions reflect the values and priorities of our community. A full-time town planner with the Planning Board can facilitate meaningful public participation, solicit feedback, and build consensus around important planning initiatives.

Compliance and Regulation: Town planning involves navigating a complex web of regulations, zoning laws, and development codes. Having a dedicated professional who is well-versed in these matters can ensure that development projects comply with legal requirements and adhere to best practices in planning and design.

In conclusion, the benefits of hiring a full-time town planner far outweigh the costs. By making this investment, we can proactively address the challenges facing our town, capitalize on opportunities for growth and improvement, and ultimately build a more resilient and prosperous community for generations to come.

Thank you for your attention to this matter.

Sincerely,
Shaun J. Carr
Planning Board - Chair

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Municipal Accounts Payable Warrants $ 1,269,493.46
Date: April 16, 2024

Summary

Recommendation

Attachments
None

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Municipal Payroll Warrants $ 218,473.81
Date: April 16, 2024

Summary

Recommendation

Attachments
None

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
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Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: School Accounts Payable Warrant $ 116,238.42
Date: April 16, 2024

Summary

Recommendation

Attachments
None

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
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Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: School Payroll Warrant $ 410,304.75
Date: April 16, 2024

Summary

Recommendation

Attachments
None

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
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Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Approve Itinerant Vendor Permit for Drew's New to You
Date: April 16, 2024

Summary

Mr. Drew has completed his application, paid the Itinerant Vendor fee, satisfied Code Enforcement, and passed his criminal background check.

Recommendation

Approve an Itinerant Vendor permit for Drew's New to You.

Attachments

1. DREWS APP

LISBON - ITINERANT VENDOR APPLICATION

License Fee: ____ $25 Temporary Stands (90 days or less)
____ $100 6-Months Permit
__X__ $150 12-Month Permit

Also Required: __✓__ Landowner permission (submit letter if fixed location)
____ If roaming, please submit a route map for the Police Chief to review

Fee Exemption: ____ Lisbon Non-Profit School Groups or Charitable and Non-Profits Groups registered with the Secretary of State with IRS Code Section 501

Business Name: Drew's New to You, LLC Business Phone: (207)660-1541

Business Location in Town: 501 Lisbon St Lisbon Falls

Business Email Address: drewsnewtoyou@gmail.com

Business Mailing Address: 319 Eastern Ave Augusta, Me 04330

Owner's Name: Craig Drew

Home Phone: _____ Cell Phone: (207)660-1541

Owner's Home Address (CSZ): 8 Pleasantdale Ave Waterville, Me 0490

Residence(s) for last five years: Owned for 27 years

List Applicant / Partners / Corporate Officers (Names & DOB required):

Name: Craig Drew | Name: _____ | Name: _____

Address: 8 Pleasantdale Ave | Address: _____ | Address: _____

Town/State: Waterville Me | Town/State: _____ | Town/State: _____

Birthdate: [redacted] | Birthdate: _____ | Birth date: _____

Has applicant's business license ever been revoked: No If yes, why? _____

Has any applicant / partner / corporate officer ever been convicted of a felony? No If yes, describe specific circumstances _____

I, Craig Drew (owner's name), Owner (title) is authorized to sign on behalf of said business, and further declare that the forgoing information is accurate and true to the best of my knowledge and belief, and that the applicant does hereby acknowledge a public records check may be conducted.

Signature: Craig Drew Date: 3/20/24

Business Name: Drew's New to You, LLC

Notice of Compliance: I, **Mark Stambach, Code Enforcement Officer** for the Town of Lisbon, hereby certify I have inspected the above establishment and found the premises meet all requirements under the Lisbon Code and any applicable state regulations.

Signature: _____ Date: _____

COMPLETE TO HERE BEFORE FILING

For Office Use Only

___ Public Records Check Completed.

Notice of Compliance (By Ordinance): **I, Ryan McGee, Police Chief** for the Town of Lisbon hereby certify I have reviewed this application and the vendor will not create safety problems for either traffic or pedestrians, and that information on file does not indicate the applicant is a person of bad moral character.

Signature: _____ Date: _____

INFORMATION

The Councilors are the Municipal Licensing Board. The first Itinerant Vendor application requires a public hearing, but renewals will not. Public records checks can take up to two or more weeks to process. Complete applications contain the CEO and Health Officer signatures. Councilors meet on the first and third Tuesdays of the month. Complete application and fees paid are required prior to the Council meeting. Meetings are held at the Town Hall at 7:00 PM in the conference room.

Temporary permits can be granted by the Town Clerk, after meeting all the requirements of the ordinance, for no longer than 90 days.

SUGGESTED CONTACTS:

353-3000 Ext 112... Town Clerk
353-3007..... Town Office Fax
353-3000 Ext 111... Code Enforcement Officer
353-2500..... Police Department
353-3000 Ext 121..Health Officer
287-5671..... State Health Inspection Dept.
624-9693 .....State Sales Tax Division
624-7736.....Bureau of Corporations
624-7220.....Bureau of Alcohol Beverages
287-3841.....Agriculture Dept– Bakery Licenses
624-6550.....Marine Resources
1-800-872-3838..Business Answers

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Approve Extension of Frank's Liquor License
Date: April 16, 2024

Summary

Recommendation

Attachments

1. Frank's Extension Application

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

Request for Extension of License Privileges for an On-Premises Establishment

Section I: Licensee Information:

Legal Business Entity Licensee Name (corporation, LLC): LOttamoxieInc	Business Name (D/B/A): Franks
Individual or Sole Proprietor Licensee Name(s): Camdan Poisson	Physical Location: 2 Main Street Lisbon Falls 04252
License Number: Carl-2024-15716	Mailing address, if different: 41 Huston Street Lisbon Falls 04252
Mailing address, if different from DBA address: N/A	Email Address: Camdansrealty@gmail.com
Telephone # Fax #: N/A 207-576-2016	Business Telephone # Fax #: N/A 207-407-4606

Section II: Extension of Privileges Information:

1. Name, Address, and Contact Information of Property Owner (if property is rented or leased, please provide a copy of rental/lease agreement):

   Name: Camdan Poisson, Jordan Ott

   Complete mailing address: 41 Huston Street Lisbon Falls ME 04252

   Telephone/Mobile Number: 207-576-2016

   Email Address: Camdansrealty@gmail.com

2. Type of Extension of Privileges: (check only one)

   a. Temporary ☐ Inside ☐ Outside ☐

   b. Permanent ☒ Inside ☐ Outside ☒

continue to next page

3. Start Date: April 1 2024 End Date (if applicable): until cold

4. Will dancing be permitted in this area? Yes ☐ No ☒
   a. If yes, does the establishment have a dance license? Yes ☐ No ☒
   b. If yes, please provide a copy of the license from the State's Fire Marshall's Office

5. Will there be live entertainment in this area? Yes ☒ No ☐

6. Reason for this request: People from the town enjoy Frank's outdoor seating in the past, so we would love for the opportunity to do so again!

Section III: Signature of Licensee

By signing this application, the licensee understands 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.

Please sign and date in blue ink.

Dated: 3/21/24

Signature of Licensee or Duly Authorized Person

Camden Poisson

Printed Name of Licensee or Duly Authorized Person

Submit completed forms to: Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement

Mailing address: 8 SHS, Augusta, ME 04333-0008
Courier delivery: 19 Union Street, 3rd floor, Suite 301-B, Augusta, ME 04330

(continue to next page)

Section IV: Approval by Municipal/County Officers

Please note: The municipal/county officers where your establishment is located must approve all requests for extension of license privileges prior to filing with the Bureau. If your license is issued in an unorganized township, the county commissioners must approve this request, otherwise, it would be your municipal (town or city) officials.

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this extension of privileges for this on-premises licensee on this date: _____.

Check only one: ☐ City ☑ Town ☐ Unorganized Territory

Name of City/Town/Unorganized Territory: Lisbon

Who is approving this application? ☒ Municipal Officers

☐ County Commissioners of _____ County

☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of license to be issued by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

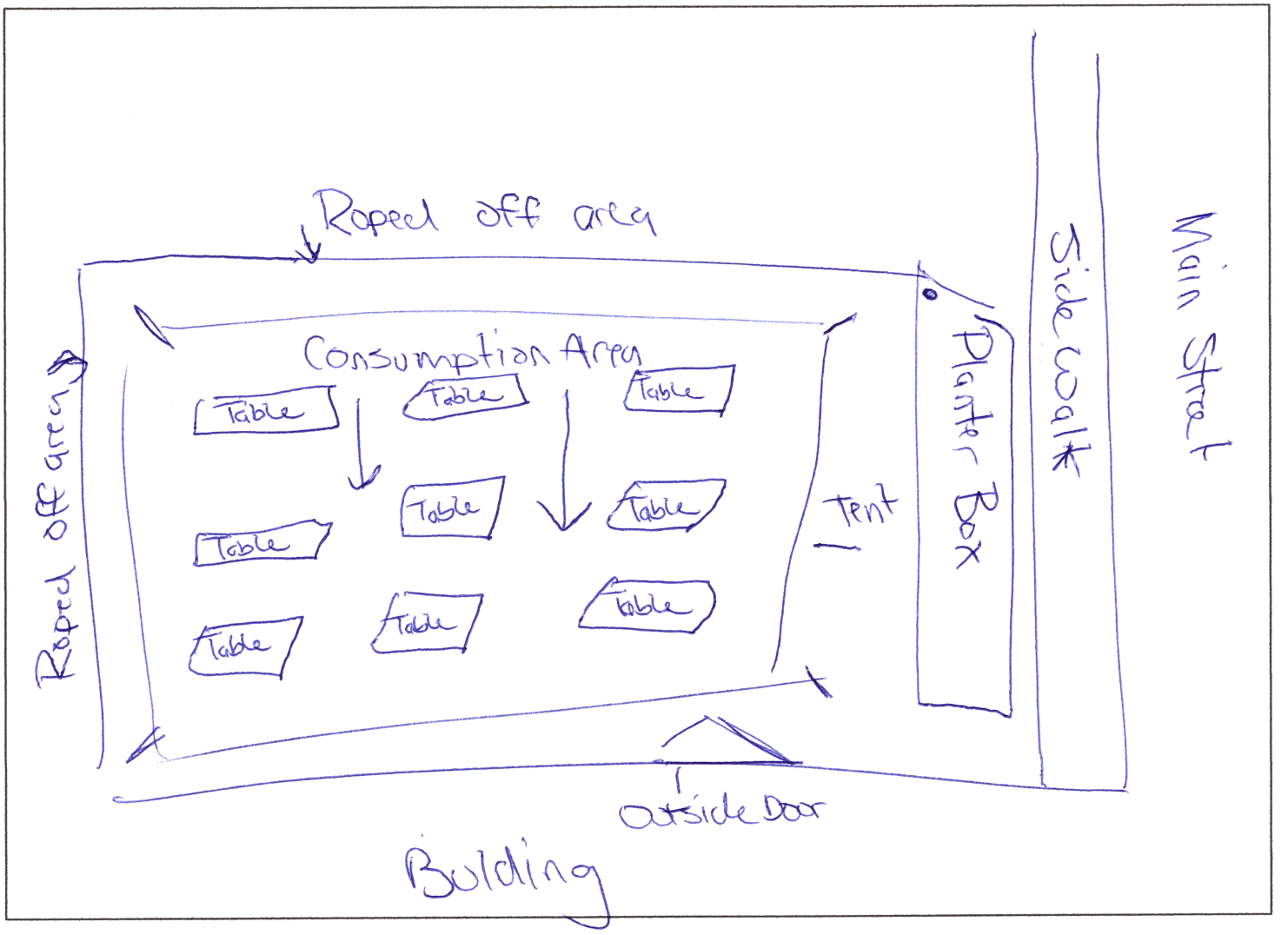
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Diagram for Extension of Privileges Area

The following restrictions apply to outdoor extension of privileges:

- There must be a stanchion or a fence completely enclosing the area.
- Signs must be posted stating "No alcohol beyond this point".
- There must be sufficient employees at the extension area of premises who would be able to control and monitor the area.

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your where consumption will occur including methods of monitoring and containment of the area(s).



For Office Use Only:

Date Filed: _____ Date Issued: _____ Issued By: _____

☐ Approved ☐ Not Approved

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Re-Appointment of Samantha Bryant as Town of Lisbon Treasurer for One Year Term
Date: April 16, 2024

Summary

Council annually appoints the office of Treasurer.

Recommendation

Re-appoint Samantha Bryant to the office of Treasurer for one year.

Attachments

None

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Appoint Election Clerks for 2024-2026
Date: April 16, 2024

Summary

Appoint Election Clerks: Pursuant to Title 21-A Section 503 (1) requires the Council appoint Election Clerks by May 1st of each general election year.
Please find the list of nominations attached. An election clerk holds office for a two-year term. The list of elections clerks must be posted at the polling place on Election Day.

Recommendation

Appoint Elections Clerks per the Town Clerk's recommendation.

Attachments

1. Election Clerks 2024-2026

Election Clerk Appointments

Two – Year Terms

Republican Election Clerks

1. Douglass, Linda
2. Ganong, Margaret
3. Hodgkins, Nina
4. Jones, Laura
5. Metivier, Eric
6. Roberts, Richard (Rick)
7. Roberts, Cynthia
8. Mason, Garrett
9. Jones, Jonathan
10. Gwen Michel
11. Daniel Michel

Democrat Election Clerks

1. Cloutier, Mel
2. Foster, Steven
3. Gray, Sheila
4. Larochelle, Constance
5. Levesque, Bertrand
6. Hale, Marie
7. Poliquin, Martha
8. Hill, Debora
9. Keller, Jo-Jean
10. Ray, Bernadette
11. Tom Watson
12. Wil Willette

Unenrolled Election Workers

John Geffre

Bill Fuller

Per 21-A Section 503-A. Election Clerks, 3. Appointment. The municipal officers shall appoint election clerks by May 1st of each general election year to serve at each voting place during the time the polls are open and as counters after the polls close. In making the appointments, the municipal officers shall consider all nominations received by April 1st but may appoint any qualified voters. The municipal officers shall appoint a sufficient number of election clerks to meet the requirements of subsections 4 and 5. A list of the election clerks appointed under this subsection must be posted at each voting place for each election during the 2 year term following appointment. For each election, the municipal clerk shall select the election clerks from the list of appointees and assign their duties.

Town of Lisbon

Harry Moore, Jr., Chair 2024
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Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Appoint Rick Roberts as Warden and Debbie Hill as Deputy Warden for June 11, 2024 Election.
Date: April 16, 2024

Summary

Recommendation

Attachments
None

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Adopt Androscoggin County Natural Hazard Mitigation Plan 2024
Date: April 16, 2024

Summary

The Hazard Mitigation Plan provides a blueprint by which local governments can make coordinated, cost-effective efforts towards reducing losses from natural disasters. According to 44 CFR § 201.6 (b) An open public involvement process is essential to the development of an effective plan. In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process must include: (1) An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval. Notifying the jurisdictions, stakeholders and the public by email, social media and posting the draft plan on the Androscoggin County EMA website fulfills this requirement.

Each municipality in the County is required to adopt the Mitigation Plan before the County can adopt it.

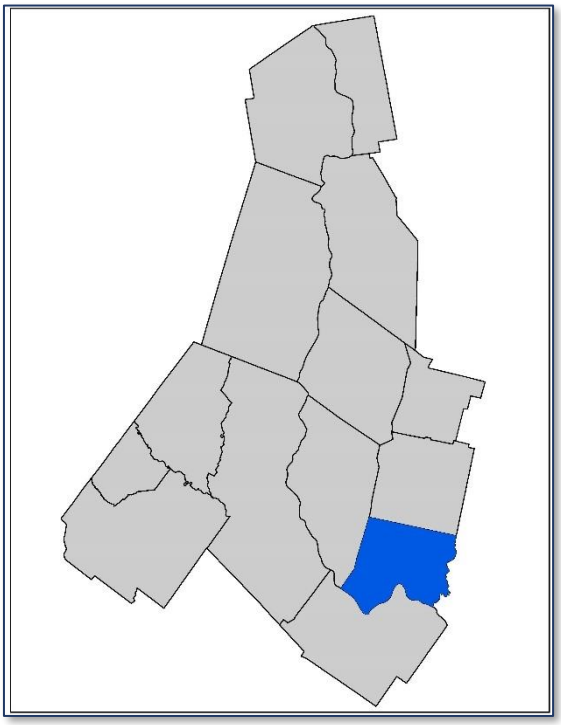
Recommendation

Adopt the Androscoggin County Natural Hazard Mitigation Plan 2024 Update

Attachments

1. Lisbon Haz Mit 2024
2. Lisbon_Adoption_Resolution FEMA
3. NHazMit Executive Summary

Town of Lisbon



Location: The Town of Lisbon, incorporated in 1799 as part of Lincoln County, the town was previously known as Thompsonborough. With a land area of 23.82 square miles, Lisbon is the tenth largest jurisdiction in Androscoggin County and shares borders Sabattus to the North, Bowdoin to the Northeast, Topsham to the East, Durham to the Southeast, and Lewiston to the west.

Population: According to the U.S. Census Bureau, the Town of Lisbon's population is 9,711, as of 2020. The Town of Lisbon has steadily increased a total 7.7% in population between 2010-2020. The Maine State Economist projects that Androscoggin County will continue to gradually increase in population over the coming years. Projections show a 2030 population of 113,477, which is an increase of 2,438 or 2.2%.[1]

Table A23: Population of Lisbon and Androscoggin County 1930 - 2020

Year	Lisbon	Androscoggin County
1930	4,002	71,214
1940	4,123	76,679
1950	4,318	83,594
1960	5,042	86,312
1970	6,544	91,279
1980	8,769	99,657
1990	9,457	105,259
2000	9,077	103,793
2010	9,009	107,702
2020	9,711	111,139
1930-40 Change	3.0%	7.7%
1940-50 Change	4.7%	9.0%
1950-60 Change	16.7%	3.3%
1960-70 Change	29.7%	5.8%
1970-80 Change	34.0%	9.2%
1980-90 Change	7.8%	5.6%
1990-00 Change	0.0%	-1.4%
2000-10 Change	0.0%	3.8%
2010-20 Change	7.7%	3.2%

[1]Maine State Economist Population Outlook

Source: US Census

Demographics: The following table shows key demographic characteristics for Androscoggin County, as well as the State of Maine and the United States as a whole. Androscoggin County's population is older than the United States as a whole, but is younger than the State of Maine average, as reflected in the "Population under 18" statistic.

Table A24: Demographic Survey 2020			
Measure	Lisbon	Androscoggin County	Maine
Population			
Total Population	9,711	111,147	1,362,359
Population Under 5 Years	7.9%	5.8%	4.7%
Population Under 18 Years	26.9%	21.0%	18.4%
Population 65 and Over	11.4%	17.1%	20.3%
Race - White Alone	94.6%	86.9%	90.8%
Race - Black or African American Alone	0.1%	5.9%	1.9%
Race - American Indian & Alaska Native Alone	0.0%	0.4%	0.6%
Race - Asian Alone	0.2%	0.8%	1.2%
Race - Native Hawaiian & Other Pacific Islander Alone	0.0%	0.1%	0.0%
Race - Some Other Race Alone	0.8%	0.7%	0.7%
Race - Two or More Races	4.3%	5.2%	4.7%
Housing			
Median Value of Owner-Occupied Units 2017-2021	$180,900	$175,100	$212,500
Total Households 2017-2021	3,710	45,770	571,064
Persons per Household 2017-2021	2.55	2.34	2.31
Education			
High school graduate or higher, persons 25 and over 2017-	95.3%	91.8%	93.7%
Bachelor's degree or higher, persons 25 and over 2017-2021	21.5%	22.9%	33.6%
Economy			
In civilian labor force, population 16+, 2017-2021	71.8%	64.6%	62.7%
Mean travel time to work, minutes, workers 16+, 2017-2021	26.4	24.3	24.3
Income and Poverty			
Median household income, in 2021, dollars, 2017-2021	$67,816	$59,287	$63,182
Per capita income in past 12, months, in 2021 dollars, 2017-	$30,916	$31,688	$36,171
Persons in poverty, percent	6.9%	14.0%	11.5%
Geography			
Population Density (persons/sq. mi. 2020)	426	237.5	44.2

Source: US Census 2020

Changes in Development: There has been no significant change in vulnerability in Town of Lisbon over the past five years. Land use within Town of Lisbon is ranges from Urban to suburban to rural, including farm and forest land. A detailed breakdown of changes in development is included in Element E – Plan Update, including the Sentinel 2 Satellite Data map, shown here. Satellite data used to assess changes in development pursued in this plan was the use of remote sensing data to estimate trends in land use changes and identify where these changes may intersect with hazard prone areas. Sentinel satellite imagery used to categorize land cover/land use type provide for change detection in global development at a 30-meter resolution over multiple years. This analysis can be replicated for any location on earth from 2017-2021.

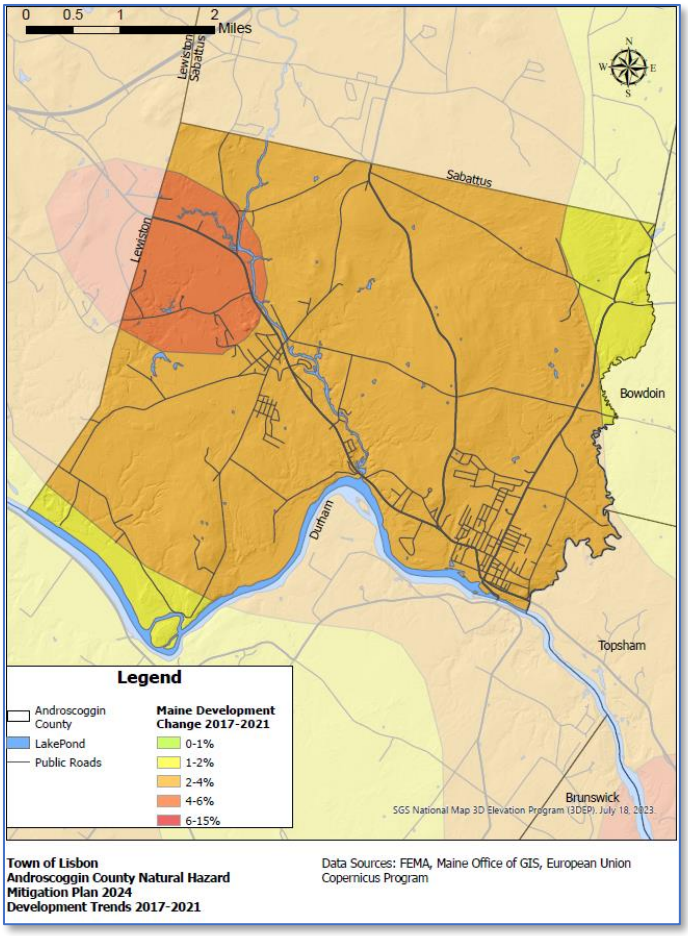


Figure A7: Town of Lisbon Changes in Development 2017-2021 using Sentinel 2 satellite data.

Employers: According to data from the Maine Department of Labor, in the 1st quarter of 2023, the largest employer in in Lisbon was The Dingley Press as shown in the table below.

Table A25 Town of Lisbon Largest Employers by Rank 1st Quarter 2023		
Company Name	Description	Employment Range
The Dingley Press Inc	Commercial Printing (except Screen and Books)	1 to 500

Source: Maine Center for Workforce Research and Information

Transportation: Large volumes of traffic pass through Androscoggin County either to locations within or beyond the county's borders. Interstate 95 is the primary route of travel for motor vehicle traffic in Maine. Highway exits are located in Auburn, Lewiston and Sabattus, allowing for significant amounts of traffic to be brought into Androscoggin County. Androscoggin County has a bus-based mass transit system served by Western Maine Transportation, Greyhound Bus Lines and Concord Bus Lines. All 8 school districts in Androscoggin County have buses used to transport students.

- **Highways.** Androscoggin County is served by the Maine Turnpike (part of Interstate 95), with exits in Auburn, Lewiston and Sabattus. US Route 202 serves to connect the western and eastern portions of the county. Major state routes in the area include Routes 26 and 121 serving the western part of the county, Route 196 providing connections south to the Brunswick/Topsham area, Routes 126 serving the eastern towns and Route 4 serving the north. Route 4 also provides access from Franklin County to the Maine Turnpike.

- **Rail.** Androscoggin County does not currently have regular passenger rail service but does have a freight rail network with 57 grade crossings across the county. The St. Lawrence & Atlantic connects to Canada via New Hampshire, and CSX Transportation (formerly Pan Am Railways) provides connections to the southern and eastern portions of Maine.
- **Airports**. The Auburn-Lewiston Municipal Airport supports local and regional general aviation, flight training, cargo, and a large volume of corporate activity. The airport has two runways: one 5,001 feet in length and one 2,750 feet in length. The airport is owned and operated jointly by the cities of Auburn and Lewiston. The only other paved runway in Androscoggin County was the former Twitchell Airport in Turner, which closed in 2023. There are also several privately owned grass field airports that receive limited traffic in the towns of Durham, Leeds, Livermore Falls and Wales.
- **Hazardous Material Routes.** Hazardous materials are shipped throughout Androscoggin County. Routes are monitored by the State, County, and towns and will not be discussed further in this plan.

Jurisdictional Planning Team: The Town of Lisbon followed the processed as described in Element A. This data set was developed over the course of several months with input from many jurisdiction representatives. All departments were asked to contribute to the annex development through reviewing and contributing to the capability assessment, reporting on the status of previously identified actions, and participating in action identification and prioritization. The following table summarizes who participated and in what capacity. Additional documentation on the municipality's planning process through Project Planning workshop is included in Element A - Planning Process and Appendix D (Meeting Documentation).

Table A26: Jurisdiction Planning Team - Lisbon

Primary Point of Contact
Name: Lisa Ward Title: Town Clerk/EMA Director Address: 300 Main Street, Lisbon, ME, 04250 Phone Number: 207-353-3000 x112 Email: lward@lisbonme.org
NFIP Floodplain Administrator
Name: Mark Stambach Title: Code Enforcement Officer Address: 300 Main Street, Lisbon, ME, 04250 Phone Number: 207-353-3000 x111 Email: mstambach@lisbonme.org

Name	Title and Department	Kickoff	Seminar	Workshop	Survey
Lisa Ward	Town Clerk/EMA Director				X
Melanie Alexander	Assistant Town Manager	X			
Glenn Michalowski	Town Manager		X		
Randy Cyr	Public Works Director		X		
Nathan LeClair	Fire Chief			X	

Project Worksheet - Codes & Regulations - Lisbon

Building Codes

Adopted, if yes when?			Have aspects of the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		2/20/2018	If no, add Mitigation project # if applicable.	

Comments

- Maine Uniform Building and Energy Code (MUBEC) was established in 2010 for all municipalities with more than 4,000 residents
- Building Codes are specified in the town Code of Ordinances Chapter 54

Town Zoning Ordinances

Adopted, if yes when?			Have aspects of the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		6/2/2020	If no, add Mitigation project # if applicable.	

Comments

- Maine municipalities can adopt ordinances under MSRA 30-A Chapter 141
- Zoning codes are included in the town Code of Ordinances Chapter 70.

Local Subdivision Regulations

Adopted, if yes when?			Have aspects of the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		3/16/2010	If no, add Mitigation project # if applicable.	

Comments

- Maine Subdivision law is described in MSRA 30-A Chapter 187 Subchapter 4
- Subdivision regulations are included in the town Code of Ordinances Chapter 66

Storm water Management

Adopted, if yes when?			Have aspects of the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		8/19/2022	If no, add Mitigation project # if applicable.	

Comments

- Stormwater Management is required under MSRA 30-A Chapter 161 for sewers and MSRA 38 Section 420-D for certain construction projects.
- Stormwater Management requirements are listed in the town Code of Ordinances Chapter 42
- The town has a Municipal Separate Storm Sewer System Permit (MS4) stormwater management plan

Project Worksheet - Codes & Regulations - Lisbon

Comprehensive Plan/Master Plan				
Adopted, if yes when?			Have aspects if the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		7/16/2019	If no, add Mitigation project # if applicable.	

Comments

- Comprehensive plans are developed by the municipality and reviewed by the state Department of Agriculture, Conservation and Forestry

Shoreland Management Plan				
Adopted, if yes when?			Have aspects if the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		7/2/2012	If no, add Mitigation project # if applicable.	

Comments

- Shoreland Zoning Plans are required in all municipalities under MSRA 3 Article 2-B
- Shoreland management regulations are included in the town Code of Ordinances Chapter 70 Article VI Division 10

Floodplain Management Plan				
Adopted, if yes when?			Have aspects if the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		4/1/2008	If no, add Mitigation project # if applicable.	

Comments

- Lisbon's Floodplain Management Plan is part of the town Code of Ordinances Chapter 58
- Lisbon joined the National Flood Insurance Program (NFIP) in March 4, 1985.
- This program is administered by the town Code Enforcement Officer

Business/Economic Development Plan				
Adopted, if yes when?			Have aspects if the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		7/16/2019	If no, add Mitigation project # if applicable.	

Comments

- Lisbon has several Economic Development plans related to specific areas of the town.
- The town has a municipal Economic & Community Development Department.

Project Worksheet - Codes & Regulations - Lisbon

Comprehensive Emergency Management Plan/Emergency Operations Plan				
Adopted, if yes when?			Have aspects if the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		11/4/2015	If no, add Mitigation project # if applicable.	

Comments

- Municipalities are required to have an Emergency Operations Plan under MSRA 37-B Section 783

Continuity of Operations Plan				
Adopted, if yes when?			Have aspects if the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
	X		If no, add Mitigation project # if applicable.	

Comments

- Municipal Continuity of Operations plans are encouraged, but not required under state law

Debris Management Plan				
Adopted, if yes when?			Have aspects if the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
X		2/14/2014	If no, add Mitigation project # if applicable.	

Comments

- Municipal Debris Management Plans must be approved by the state Department of Environmental Protection
- Lisbon uses their municipal Transfer Station located at 14 Capitol Avenue (DEP License # S-008653-WH-A-R) as its debris management site

Public Health Plan				
Adopted, if yes when?			Have aspects if the HMP been incorporated into the jurisdiction's codes/ordinances/requirements?	
YES	NO	DATE	If yes, describe how in comments.	
	X	N/A	If no, add Mitigation project # if applicable.	

Comments

- Lisbon has a local Public Health officer as required under MSRA 22 Chapter 153.

Project Worksheet - Project Development				
Project Name:	MTM Center Shelter Generator			
Project Number:	2024-Lisbon-001			
Risk / Vulnerability				
Hazard(s) of Concern:	Severe Winter Weather			
Description of the Problem:	Severe winter weather & loss of power (wind, etc.) creates the need for warming center. MTM Center is the Rec Center & provided before/after school care & senior programs, can be staffed, multi-functional space.			
Action or Project Intended for Implementation				
Description of the Solution:	The Rec center is already a space for seniors and children, widely recognized & used by entire population. To provide a warming center here is the perfect place with available staff.			
Is this project related to a Critical Facility?		Yes	X	No
Level of Protection:	High	Estimated Benefits (losses avoided):		Reduce loss of life, danger to life
Useful Life:	30+ Years	Goal(s) Met:		1
Estimated Cost:	$250,000	Mitigation Action Type:		Infrastructure Project
Plan for Implementation				
Prioritization:	High	Desired Timeframe for Implementation:		Within 2 Year
Est. Time Required for Project Implementation:	1 Year	Potential Funding Sources:		BRIC, CIP, Budget
Responsible Organization:	Town of Lisbon	Local Planning Mechanisms to be Used in Implementation:		Emergency Planning
Three Alternatives Considered (including No Action)				
Alternatives:	Action	Estimated Cost		Evaluation
	Do Nothing	$0		Current warming center only fits 8-15 people
	Open primary shelter	Unknown		Uncomfortable, to big, will disrupt school
	Wait for new public safety building	Unknown		Still in planning stage, over 5 years out

Project Worksheet - Maintenance	
Status Report (for plan maintenance) Year 1	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 2	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 3	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 4	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 5	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	

Project Prioritization Worksheet - Prioritization			
Project Name:	MTM Center Shelter Generator		
Project Number:	2024-Lisbon-001		
Criteria	Numeric Rank (-1, 0, 1)	Provide brief rationale for numeric rank when appropriate	
Life Safety	1	Provide a safe space during power outages	
Property Protection	0	No impact either way	
Cost-Effectiveness	1	Will provide temporary warmth and shelter	
Technical	1	Feasible, long term	
Political	1	Widespread support to protect vulnerable population	
Legal	1	Town has jurisdiction	
Fiscal	1	New funding such as grant is needed	
Environmental	0	Compliant	
Social	0	No adverse effects	
Administrative	1	No outside help needed	
Multi-Hazard	0	Adverse weather year-round, including cold & wind	
Timeline	1	Within 5 Years	
Agency Champion	1	Lisbon Public Safety, EMA	
Community Objectives	1	Protect vulnerable population	
Total	11	Priority (High/Med/Low)	High

Project Worksheet - Project Development					
Project Name:	Water Pump Station				
Project Number:	2024-Lisbon-002				
Risk / Vulnerability					
Hazard(s) of Concern:	Drought				
Description of the Problem:	There is currently no water source readily available to residents and farmers to supply water for crops and livestock.				
Action or Project Intended for Implementation					
Description of the Solution:	A water pump station on the river to be able to fill trucks for relief to residents and farmers crops and livestock during drought. Added benefit would be to keep greenspace during drought.				
Is this project related to a Critical Facility?		Yes		No	X
Level of Protection:	High	Estimated Benefits (losses avoided):		Loss of crops and livestock	
Useful Life:	20-30+ Years	Goal(s) Met:		3,5	
Estimated Cost:	$75,000	Mitigation Action Type:		Public Infrastructure	
Plan for Implementation					
Prioritization:	Medium	Desired Timeframe for Implementation:		1 Year	
Est. Time Required for Project Implementation:	3-6 Months	Potential Funding Sources:		BRIC, CIP, Budget	
Responsible Organization:	Lisbon Public Works	Local Planning Mechanisms to be Used in Implementation:		Hazard Mitigation	
Three Alternatives Considered (including No Action)					
Alternatives:	Action	Estimated Cost		Evaluation	
	Do Nothing	$0		No Benefits	
	Buy new 2000-gallon water truck	$350,000		Reliance on outside sources for water	
	Buy used 2000-gallon water truck	$100,000		Reliance on other sources, maintenance costs	

Project Worksheet - Maintenance	
Status Report (for plan maintenance) Year 1	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 2	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 3	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 4	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 5	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	

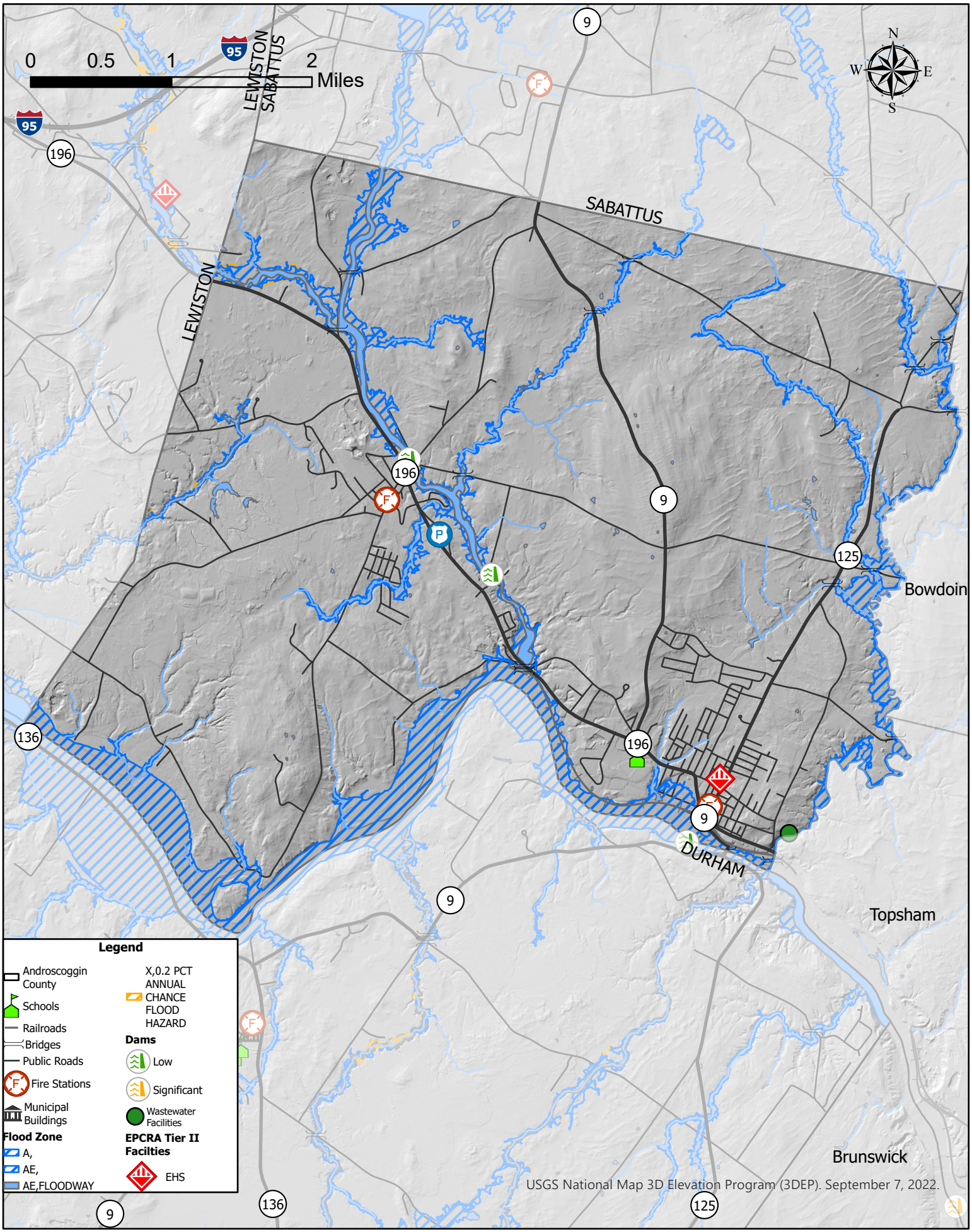
Project Prioritization Worksheet - Prioritization			
Project Name:	Water Pump Station		
Project Number:	2024-Lisbon-002		
Criteria	Numeric Rank (-1, 0, 1)	Provide brief rationale for numeric rank when appropriate	
Life Safety	0	Not Applicable	
Property Protection	0	Focus on local farms	
Cost-Effectiveness	1	Yes, Equal to or greater than cost	
Technical	1	Long term solution for droughts	
Political	1	Local support	
Legal	1	Yes	
Fiscal	1	New budget or grant needed	
Environmental	0	No impact	
Social	0	No negative impact	
Administrative	1	Town departments will implement and maintain	
Multi-Hazard	0	Reduces risk to drought	
Timeline	0	1 Year	
Agency Champion	0	Town staff and economic development	
Community Objectives	1	Will also be used to maintain public greenspace	
Total	7	Priority (High/Med/Low)	Medium

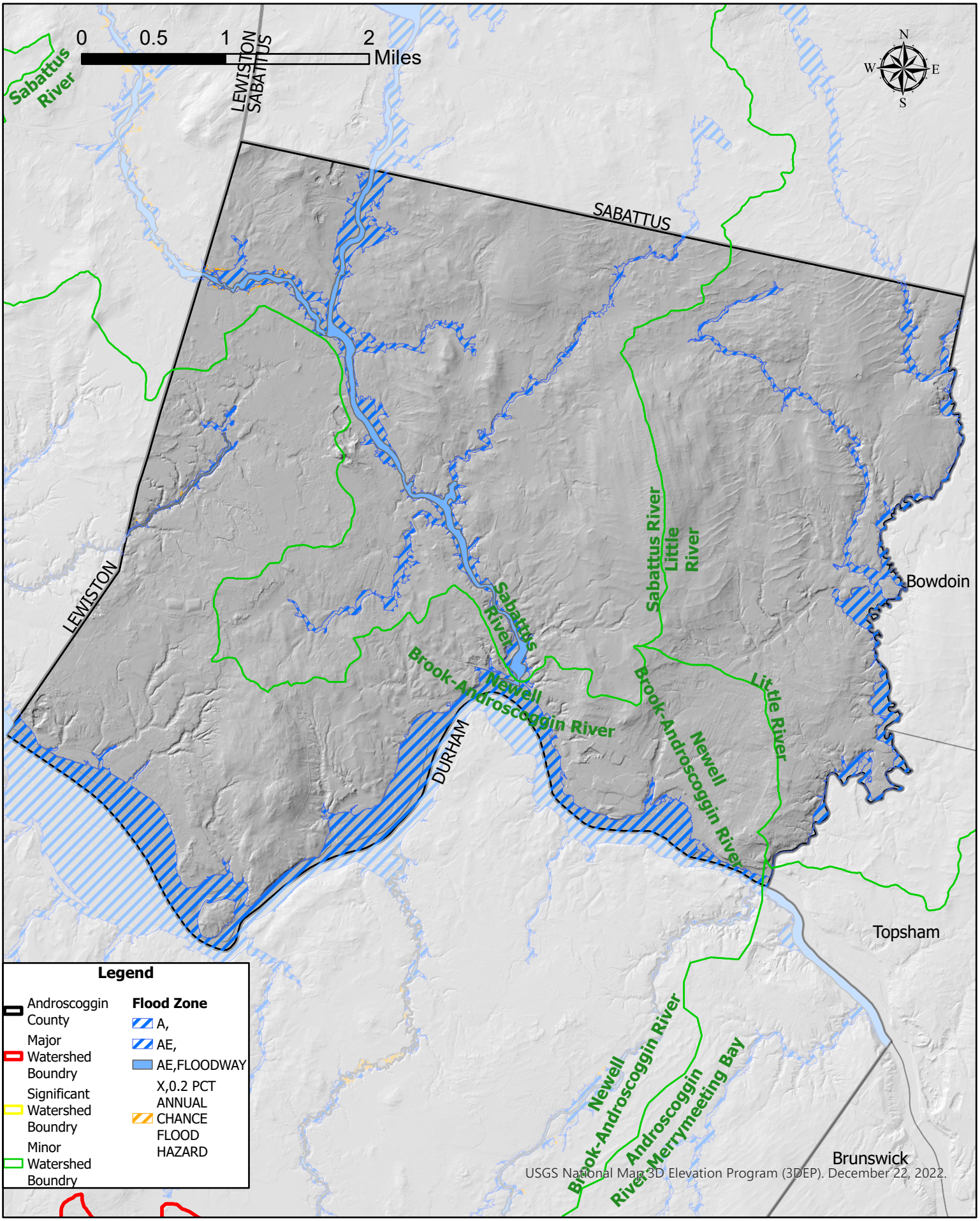
Project Worksheet - Project Development			
Project Name:	Standby Generator at Repeater Tower		
Project Number:	2024-Lisbon-003		
Risk / Vulnerability			
Hazard(s) of Concern:	Severe Winter Weather, Severe Summer Weather		
Description of the Problem:	Power outages due to severe weather cause repeater for emergency responders to go offline. No generator onsite but portable generator is staged to be brought when weather is bad. Existing generator is old and has obsolete parts.		
Action or Project Intended for Implementation			
Description of the Solution:	Install a permanent onsite generator that is fixed and on standby.		
Is this project related to a Critical Facility?		Yes: X	No:
Level of Protection:	High	Estimated Benefits (losses avoided):	Maintain communications
Useful Life:	20-30 Years	Goal(s) Met:	2
Estimated Cost:	$20,000	Mitigation Action Type:	Prevent loss of communications
Plan for Implementation			
Prioritization:	High	Desired Timeframe for Implementation:	8-12 Months
Est. Time Required for Project Implementation:	8-12 Months	Potential Funding Sources:	BRIC, CIP, Budget
Responsible Organization:	Town of Lisbon	Local Planning Mechanisms to be Used in Implementation:	Public Safety & Town Council
Three Alternatives Considered (including No Action)			

Alternatives:	Action	Estimated Cost	Evaluation
	Do Nothing	$0	Loss of service & staff time
	Repair current generator	N/A – Obsolete	At end of useful life, parts are obsolete
	Replace with new version of same unit	$5,000	Interruption of comms costly, staff time

Project Worksheet - Maintenance	
Status Report (for plan maintenance) Year 1	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 2	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 3	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 4	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	
Status Report (for plan maintenance) Year 5	
Date of Status Report:	
Project Status:	
Update Evaluation of the Problem:	
Update Evaluation of the Solution:	

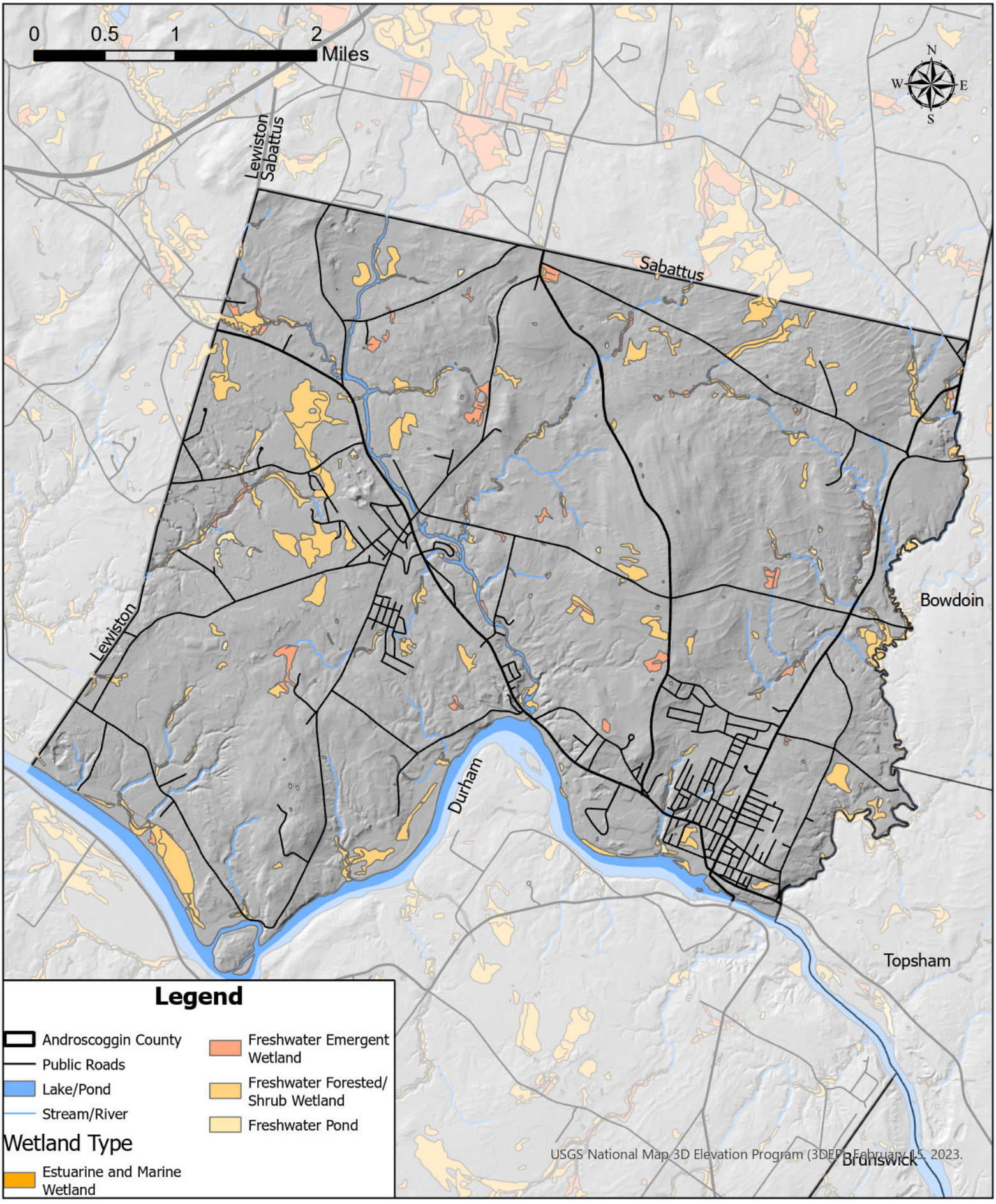
Project Prioritization Worksheet - Prioritization			
Project Name:	Standby Generator at Repeater Tower		
Project Number:	2024-Lisbon-003		
Criteria	Numeric Rank (-1, 0, 1)	Provide brief rationale for numeric rank when appropriate	
Life Safety	1	All population served	
Property Protection	1	Whole town affected	
Cost-Effectiveness	1	Far greater benefits to cost	
Technical	1	Long term solution	
Political	1	Supported by the public, enhances 911	
Legal	1	Yes, town has authority	
Fiscal	0	Not currently budgeted, would require grant/new budget	
Environmental	0	May need study	
Social	0	None	
Administrative	0	None	
Multi-Hazard	1	Yes	
Timeline	1	Less than 1 Year	
Agency Champion	1	Public safety officials and town administration	
Community Objectives	1	Not applicable	
Total	10	Priority (High/Med/Low)	High


0
0.5
1
2
Miles
LEWISTON
SABATTUS
SABATTUS
LEWISTON
Bowdoin
DURHAM
Topsham
Brunswick
N
S
E
W
Legend
Androscoggin County
Schools
Railroads
Bridges
Public Roads
Fire Stations
Municipal Buildings
Flood Zone
A,
AE,
AE,FLOODWAY
X,0.2 PCT ANNUAL CHANCE FLOOD HAZARD
Dams
Low
Significant
Wastewater Facilities
EPCRA Tier II Facilties
EHS
USGS National Map 3D Elevation Program (3DEP). September 7, 2022.



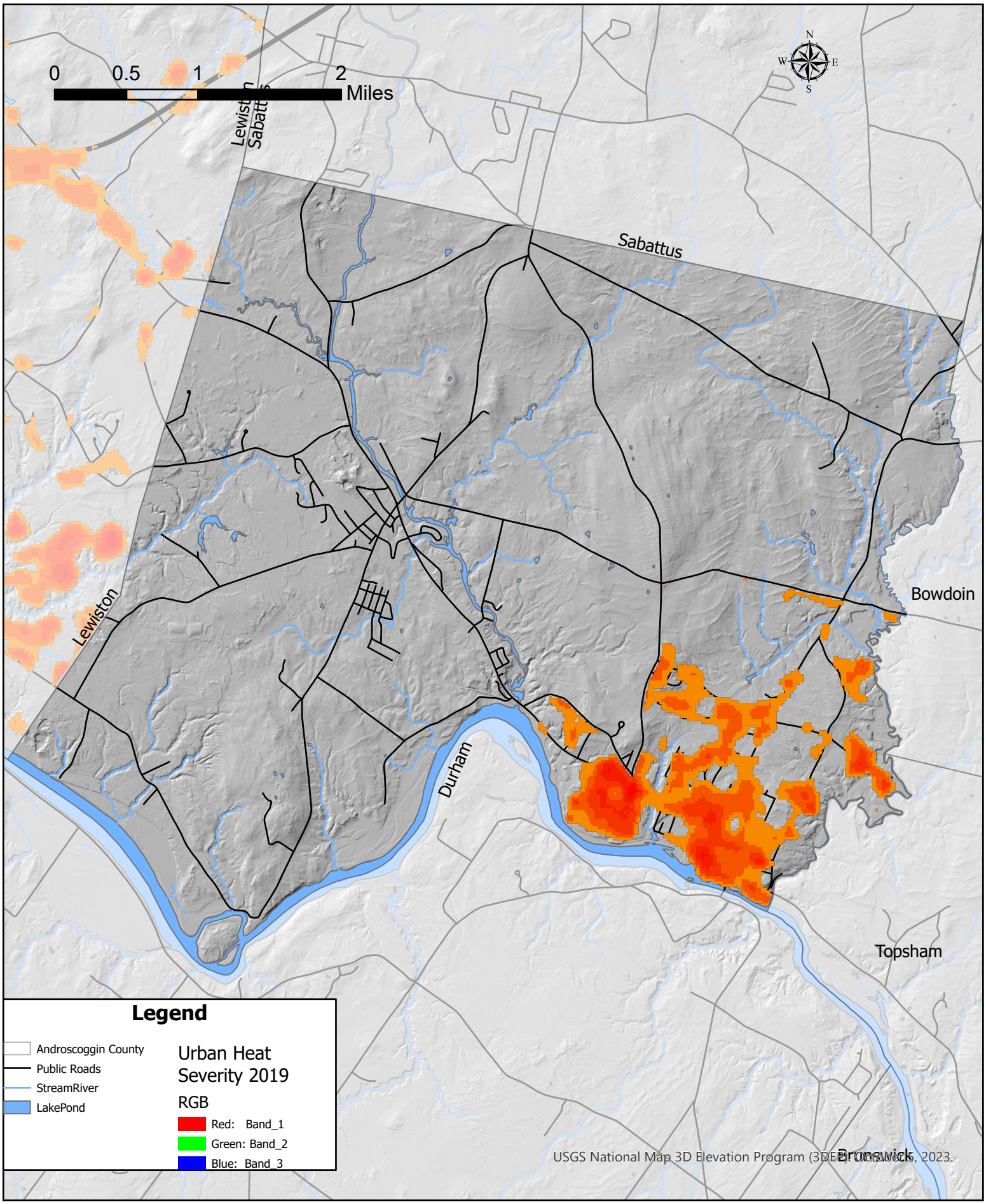
Town of Lisbon
Androscoggin County Hazard Mitigation Plan 2024
Watershed Map

Sources: FEMA National Flood Hazard Layer (NFHL), Maine Office of GIS



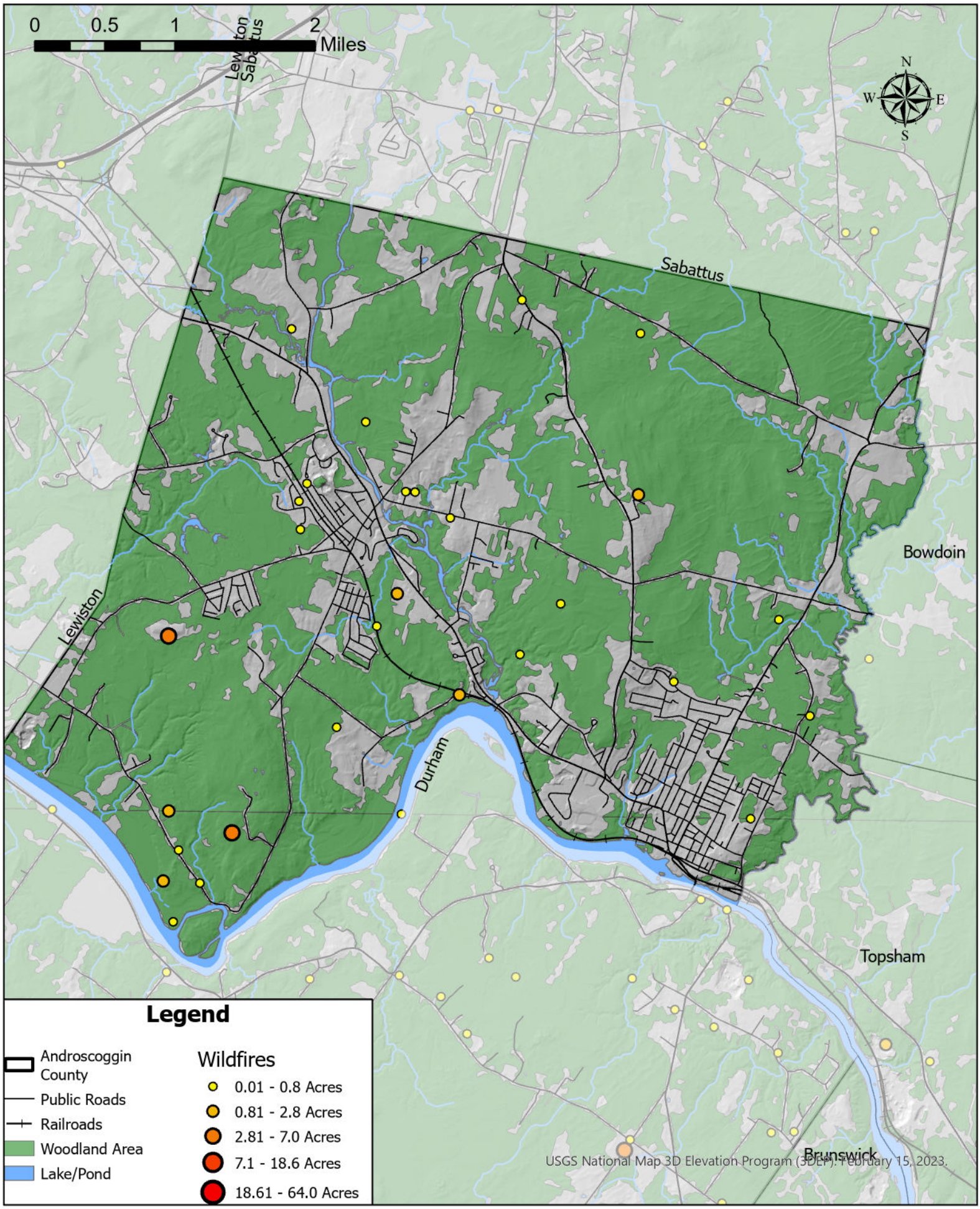
Town of Lisbon
Androscoggin County Hazard Mitigation Plan 2024
Wetland Areas

Data Sources: Maine Office of GIS, US Fish and Wildlife Service, US Geological Survey



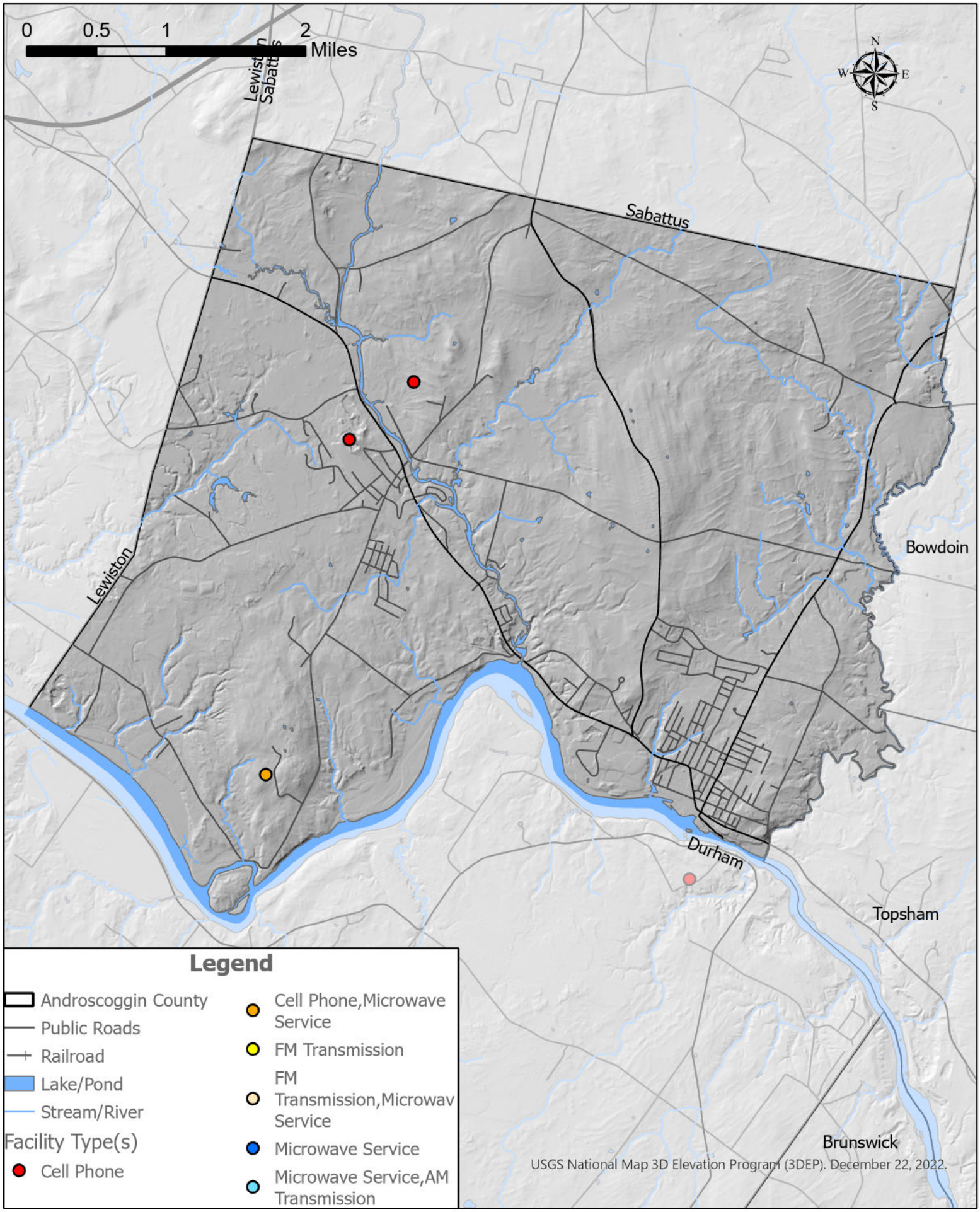
Town of Lisbon
Androscoggin County Natural Hazard Mitigation Plan 2024 Update
Urban Heat Severity Map

Sources: FEMA National Flood Hazard Layer, Homeland Infrastructure Foundation Level Database (HIFLD), Maine Office of GIS, The Trust for Public Land



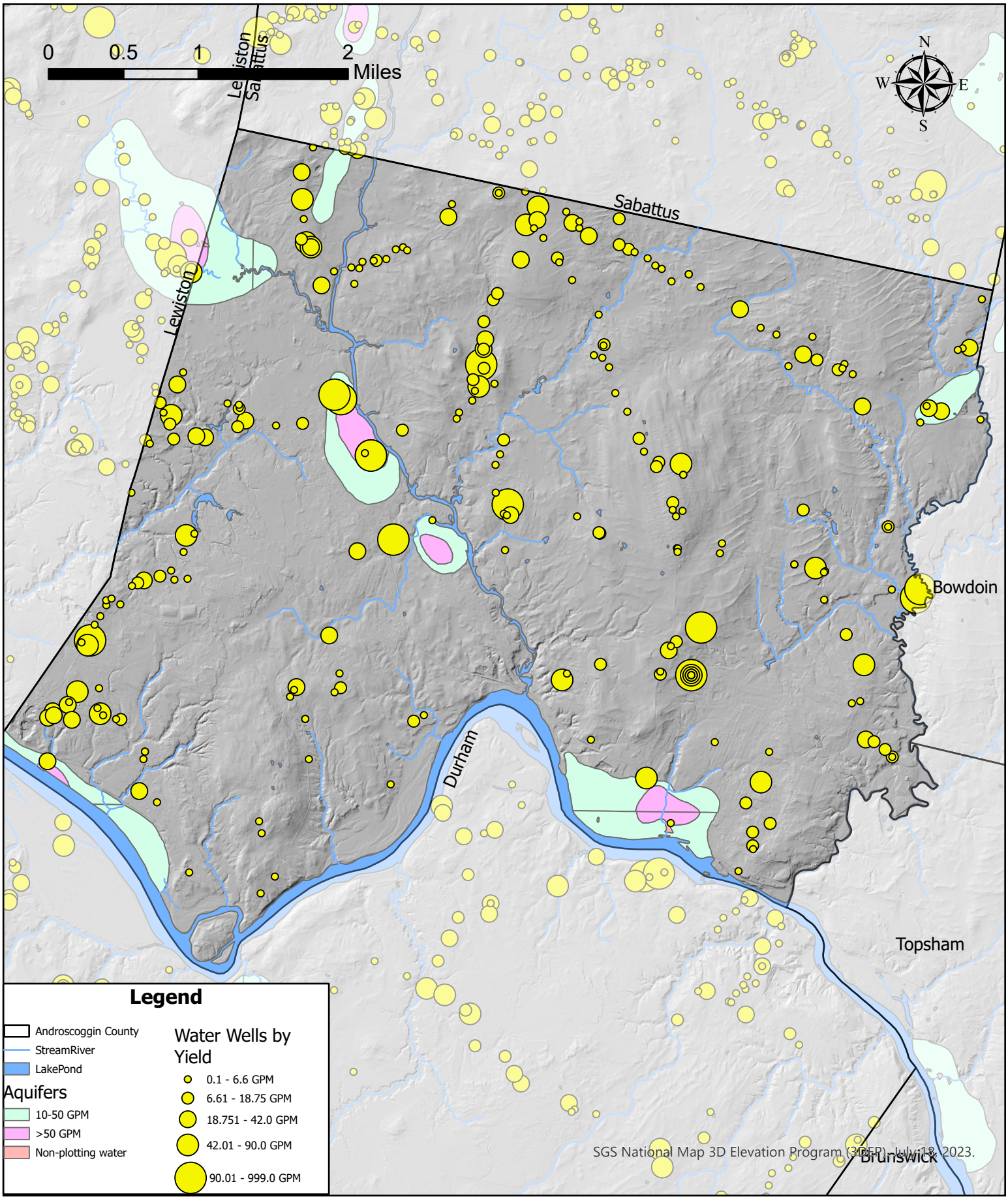
Town of Lisbon
Androscoggin County Hazard Mitigation Plan 2024
Wildfires from 1992-2020

Data Sources: Homeland Infrastructure Foundation Level Database, Maine Office of GIS, US Forest Service, Maine Forest Service



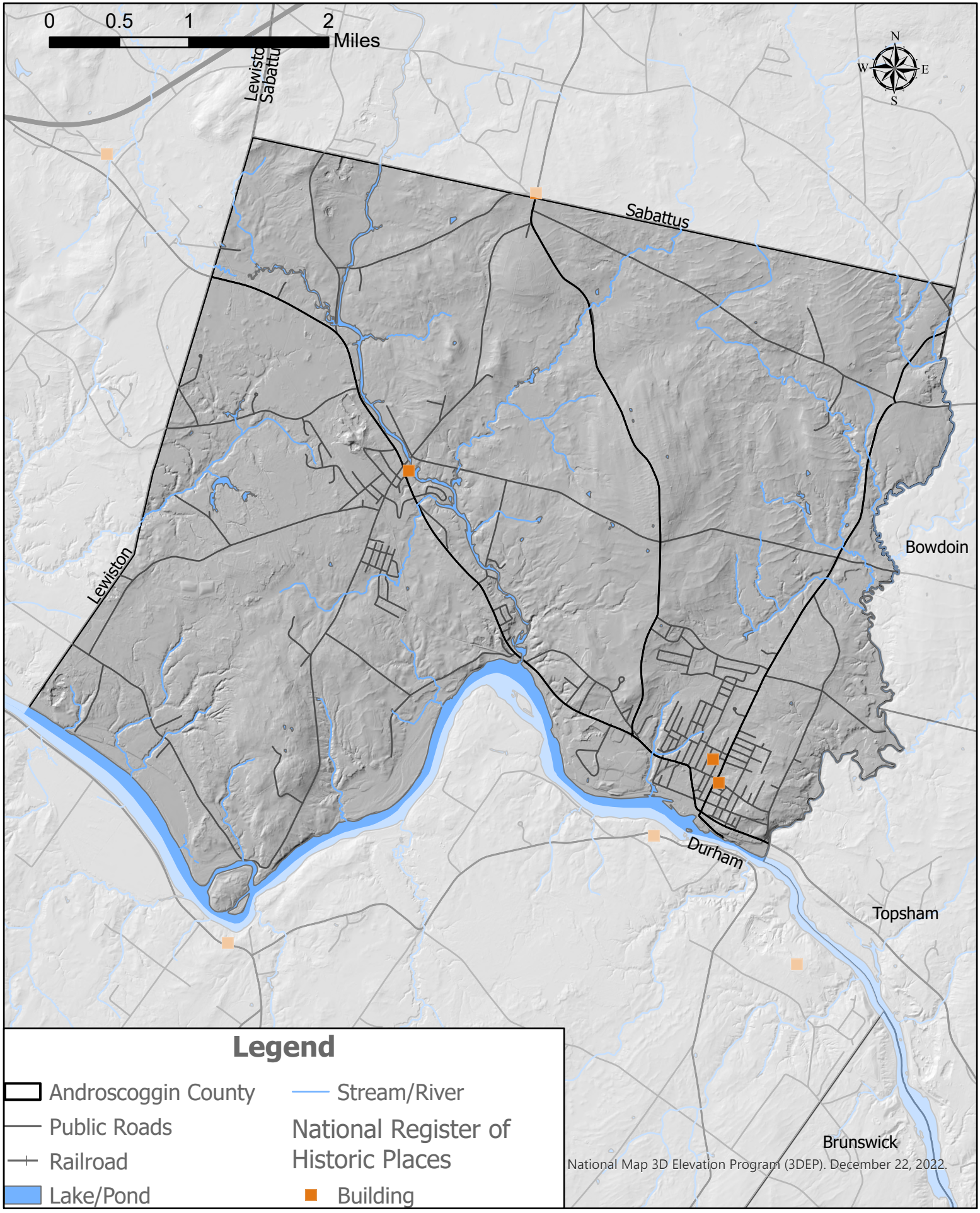
Town of Lisbon
Androscoggin County Hazard Mitigation Plan 2024
Communication Towers

Data Sources: U.S. Geological Survey, Homeland Infrastructure Foundation Level Database, Maine Office of GIS, Androscoggin County Emergency Management Agency



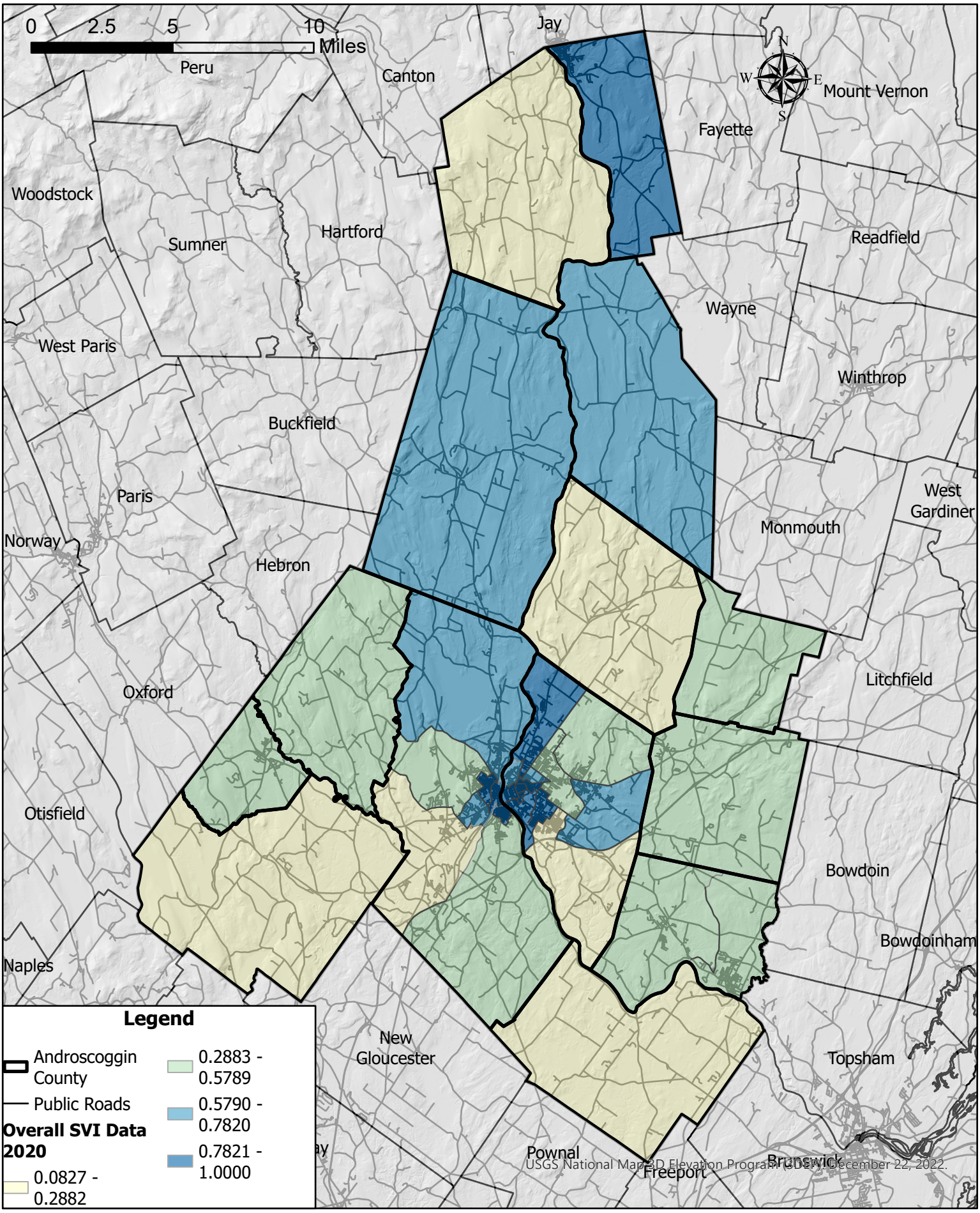
Town of Lisbon
Androscoggin County Hazard Mitigation Plan 2024
Water Sources Map

Data Sources: Maine Geological Survey: Homeland Infrastructure Foundation Level Database, Maine Office of GIS, Maine Drinking Water Program, Androscoggin County Emergency Management Agency



Town of Lisbon
Androscoggin County Hazard Mitigation Plan 2024
National Register of Historic Places

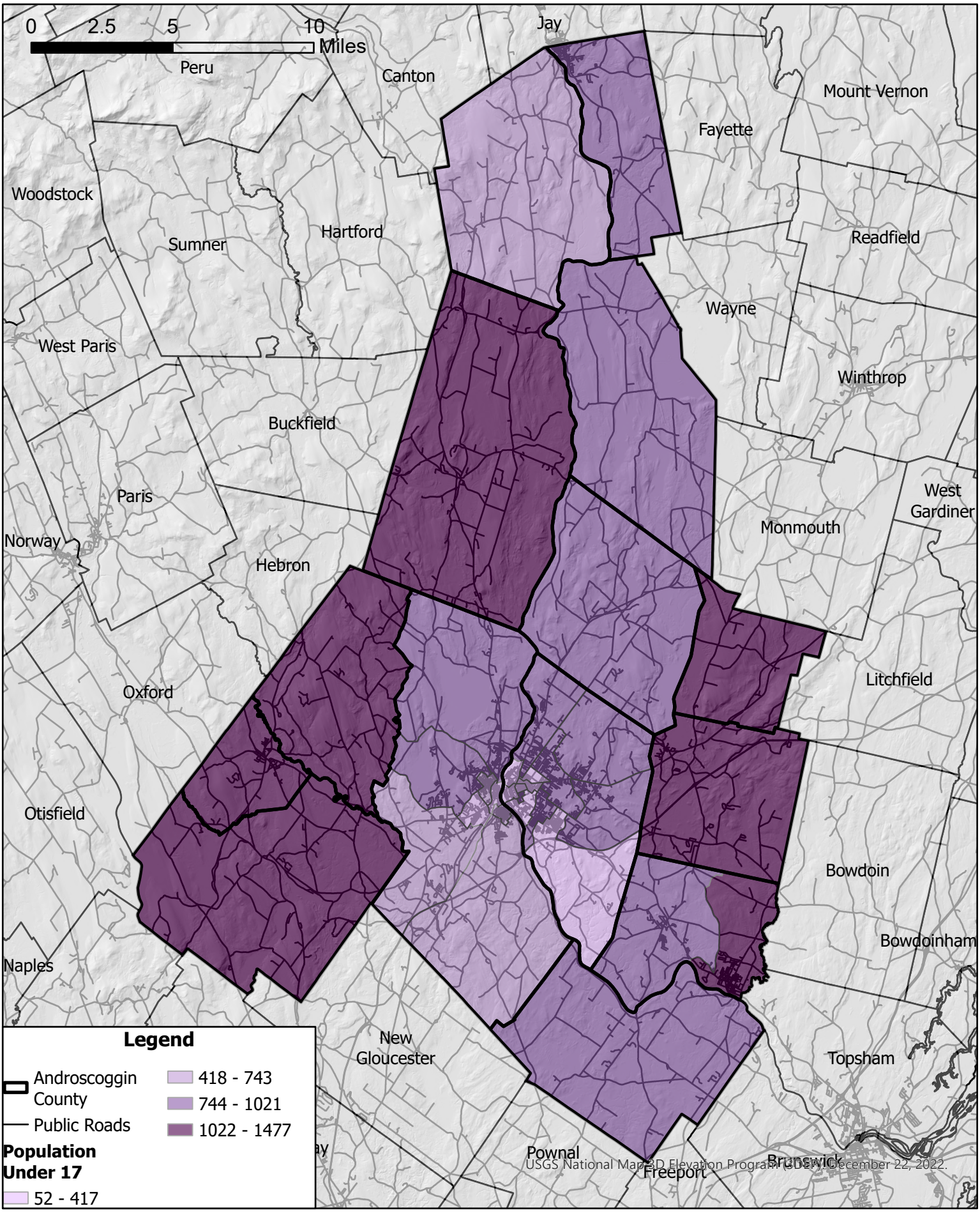
Data Sources: Maine Office of GIS, US National Park Service



Androscoggin County
Social Vulnerability Index Data 2020
By Census Tract

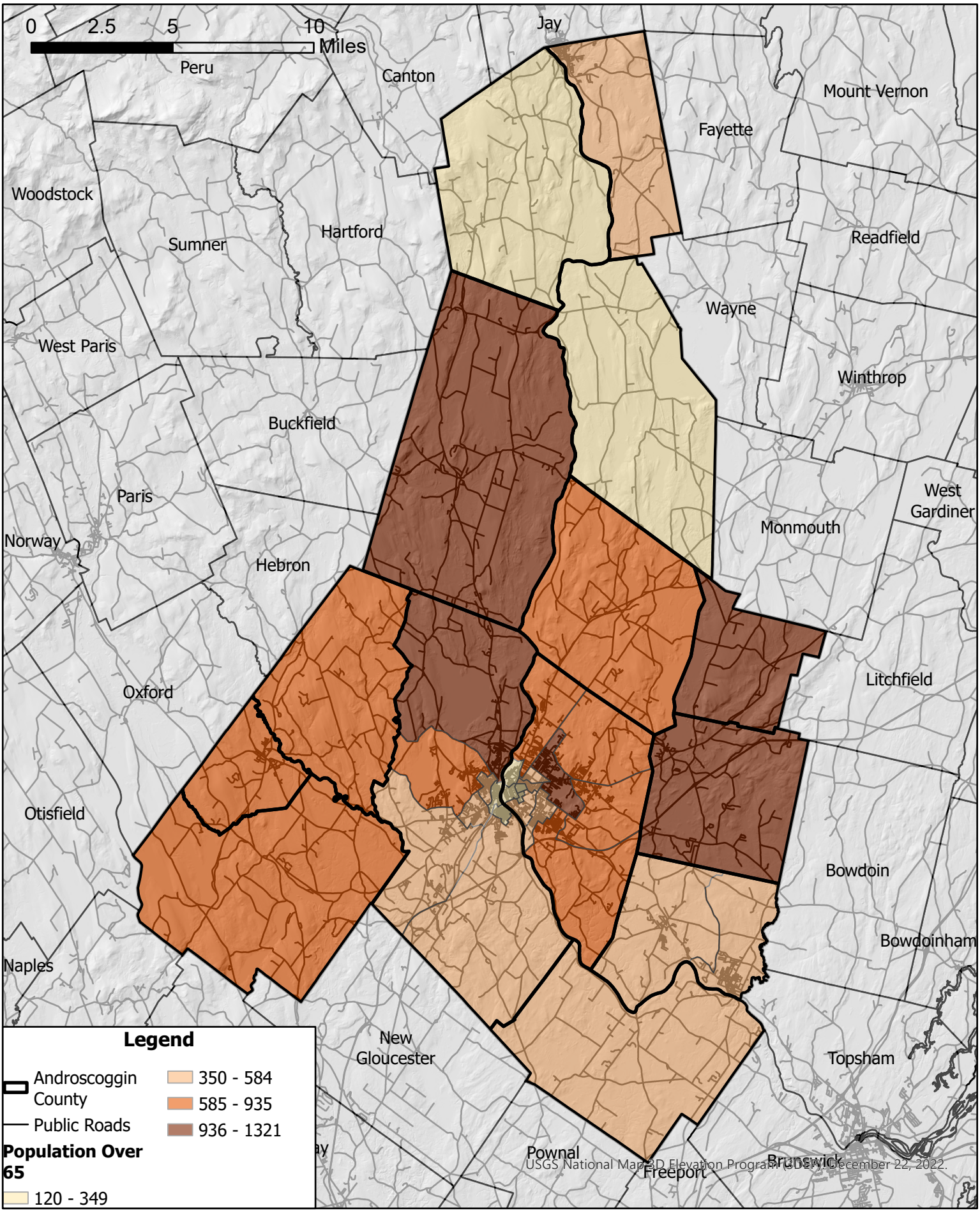
Note: Social Vulnerability is based on 16 variables selected by the CDC, SVI values closer to 1 are considered more Socially Vulnerable

Data Sources: CDC/ATSDR Social Vulnerability Index, Maine Office of GIS



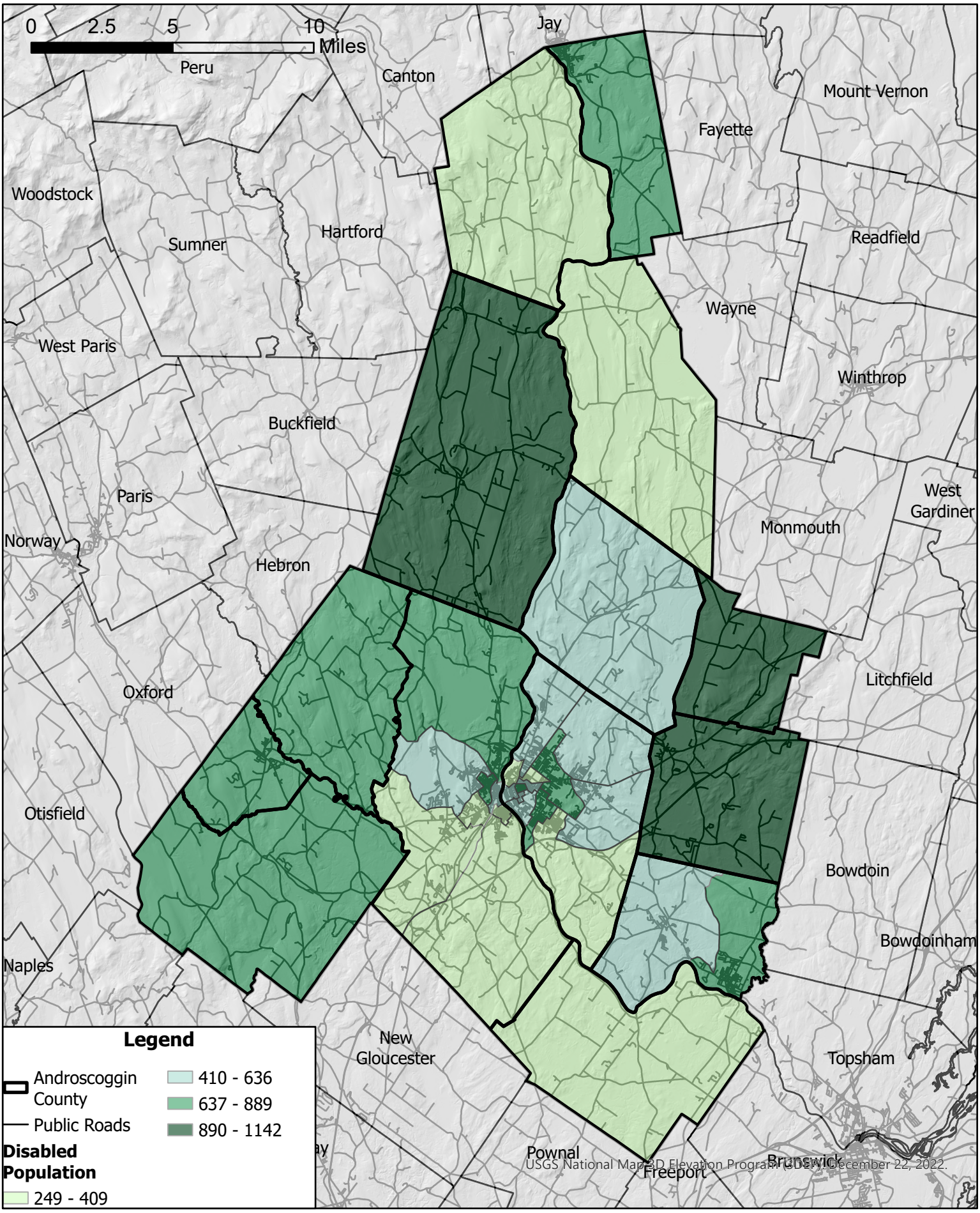
Androscoggin County
Population Under 17 Years of Age
By Census Tract

Data Sources: CDC/ATSDR Social Vulnerability Index, Maine Office of GIS



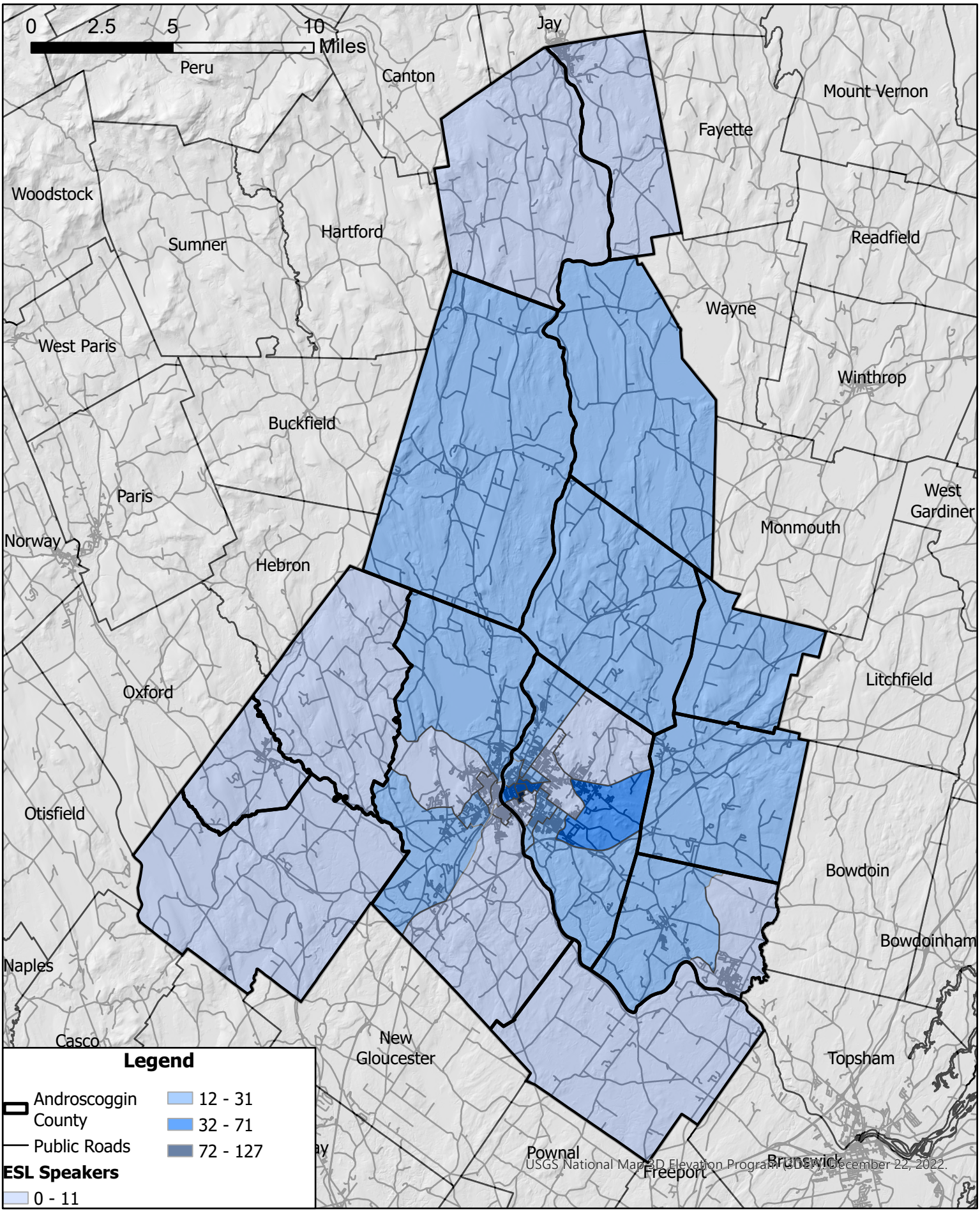
Androscoggin County
Population Over 65 Years of Age
By Census Tract

Data Sources: CDC/ATSDR Social Vulnerability Index, Maine Office of GIS



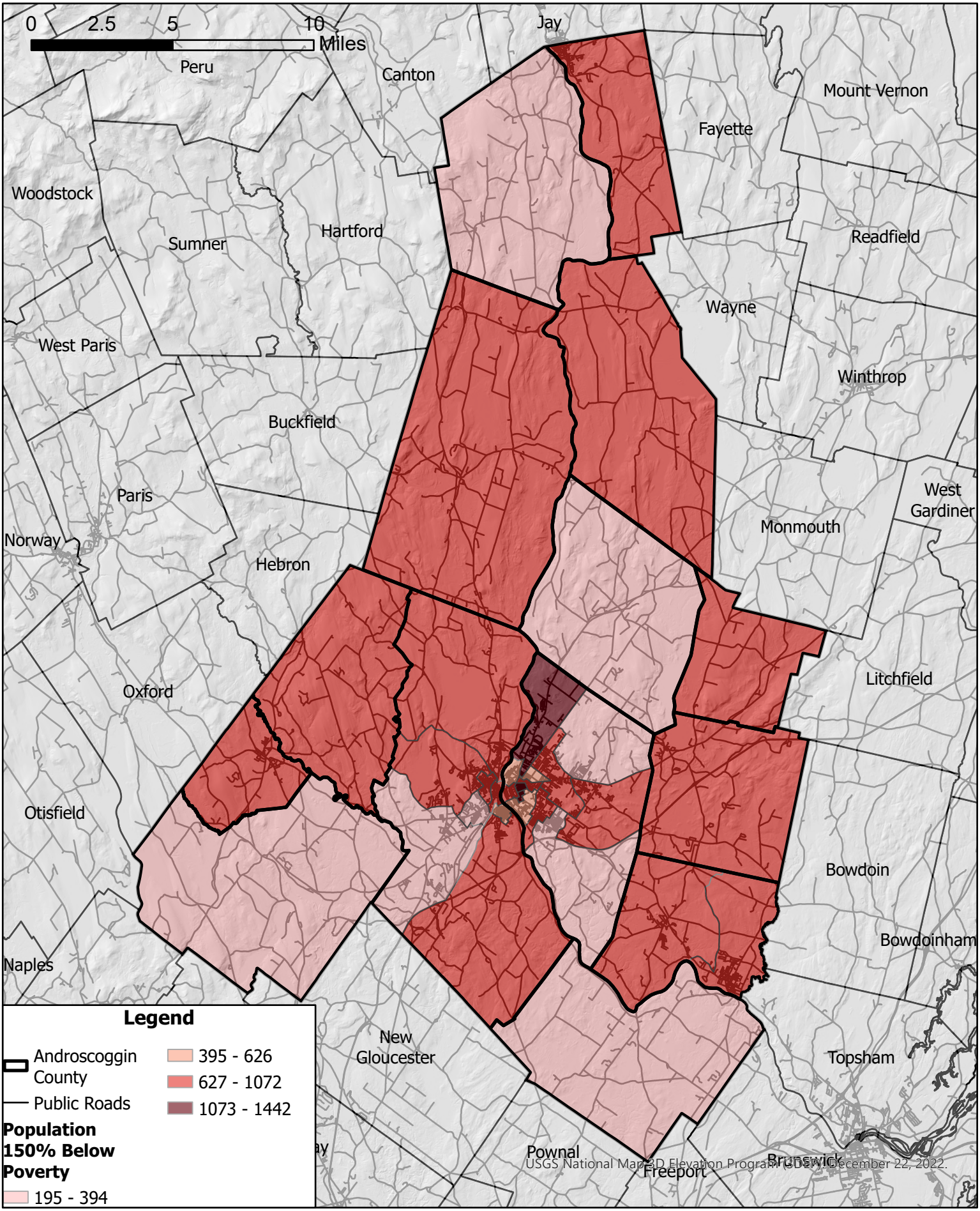
Androscoggin County Population with a Disability By Census Tract

Data Sources: CDC/ATSDR Social Vulnerability Index, Maine Office of GIS



Androscoggin County
Population who speak English "less than well"
By Census Tract

Data Sources: CDC/ATSDR Social Vulnerability Index, Maine Office of GIS



Androscoggin County
Population Below 150% Poverty Threshold
By Census Tract

Data Sources: CDC/ATSDR Social Vulnerability Index, Maine Office of GIS

ANDROSCOGGIN COUNTY NATURAL HAZARD MITIGATION PLAN

RESOLUTION OF ADOPTION 2024

Whereas, natural and man-made disasters may occur at any time, we recognize that to lessen the impacts of these disasters we will save resources, property, and lives in Androscoggin County;

And whereas the creation of a multi-jurisdictional Hazard Mitigation Plan is necessary for the development of a risk assessment and effective mitigation strategy;

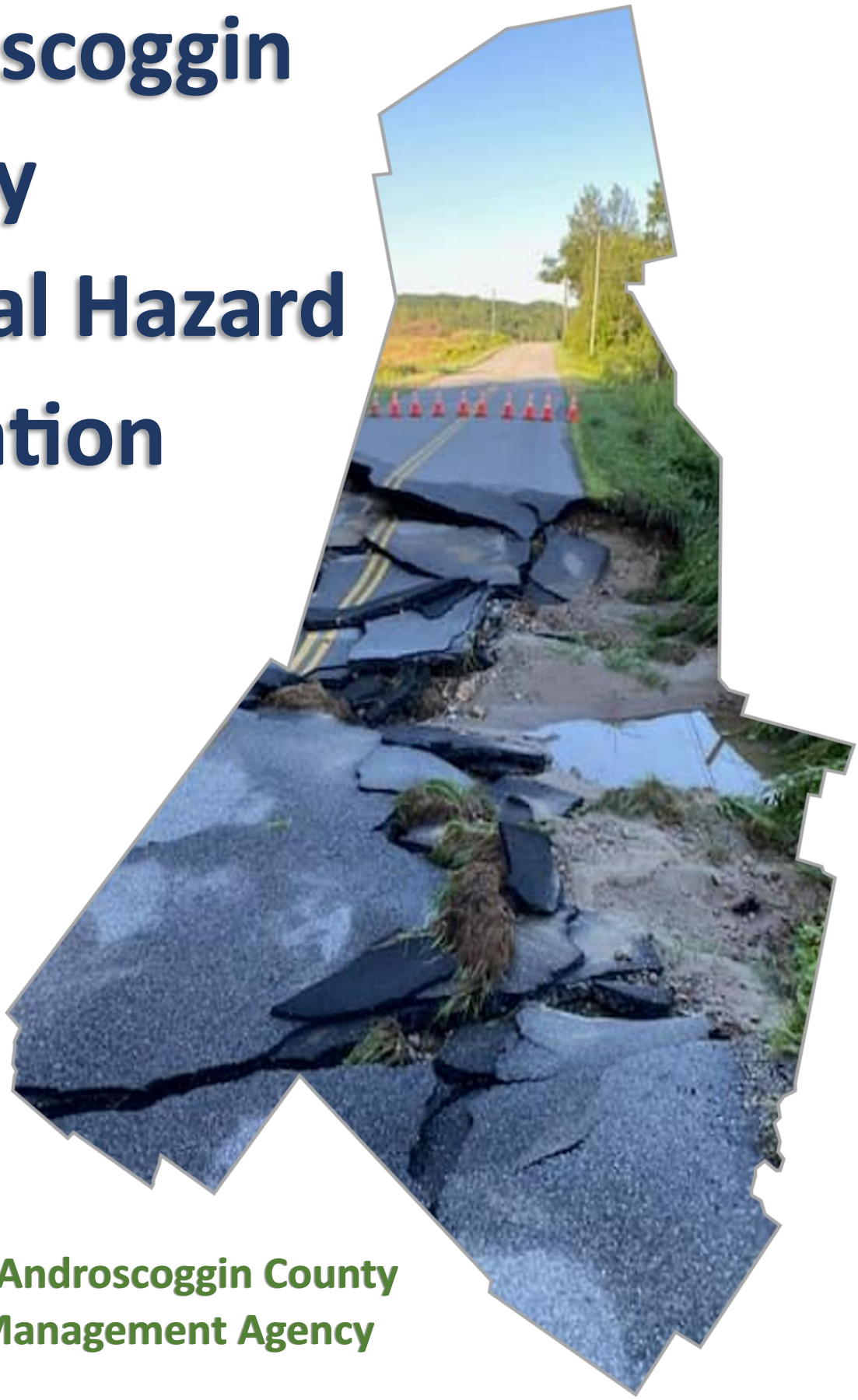
And whereas, the 2 Cities, 12 Towns in Androscoggin County, as well as Androscoggin County are committed to the mitigation goals and measures as presented in this plan;

Therefore, the Androscoggin County Commissioners, or the Boards of Selectmen or City Councilors of the 14 municipalities hereby ADOPT the Androscoggin County Natural Hazard Mitigation Plan 2024 Update.

AUTHORIZING SIGNATURES – Town of Lisbon

Harry Moore Jr.	_____	_____
	At Large Councilor, Chair Signature	Date
Raymond Robishaw	_____	_____
	At Large Councilor, Vice Chair Signature	Date
Fern Larochelle	_____	_____
	At Large Councilor Signature	Date
Mark Lunt	_____	_____
	At Large Councilor Signature	Date
Christine Cain	_____	_____
	At Large Councilor Signature	Date
JoJean Keller	_____	_____
	At Large Councilor Signature	Date
Normand Albert	_____	_____
	At Large Councilor Signature	Date

Androscoggin County Natural Hazard Mitigation Plan 2024



Prepared by Androscoggin County Emergency Management Agency

Acknowledgements

The Androscoggin County Natural Hazard Mitigation Plan is a multi-jurisdictional plan, prepared by Androscoggin County Emergency Management Agency for county and the 14 jurisdictions within Androscoggin County. In the State of Maine, County EMAs coordinate with local governments to prepare a multi-jurisdictional plan. The Androscoggin County Emergency Management Agency lead this effort with assistance the Hazard Mitigation Planning Team, the Hazard Mitigation Planning Steering Committee, and Jurisdictional Hazard Mitigation Teams. The activities that brought this plan to fruition were supported and funded by Androscoggin County and the FEMA Emergency Performance Grant Program

Hazard Mitigation Planning Team	
Angela Molino	Director, Androscoggin County Emergency Management Agency
Paul Leonard	Deputy Director, Androscoggin County Emergency Management Agency
Spencer McKeown	GIS Planner, Androscoggin County Emergency Management Agency

Hazard Mitigation Planning Steering Committee	
Angela Molino	Director, Androscoggin County Emergency Management Agency
Paul Leonard	Deputy Director, Androscoggin County Emergency Management Agency
Spencer McKeown	GIS Planner, Androscoggin County Emergency Management Agency
Nan Johnson	Senior Community Planner, FEMA Region 1, Mitigation Division
Heather Dumais	State Hazard Mitigation Officer, Maine Emergency Management Agency
Dr. Samuel Roy	Natural Hazards Planner, Maine Emergency Management Agency
Jonathan Ross	Senior Planner, Maine Emergency Management Agency
Robert Chase	Fire Chief, Auburn Fire Department
Mark Caron	Fire Chief, Lewiston Fire Department

Jurisdictional Teams	
Auburn, City of	Livermore Falls, Town of
Durham, Town of	Mechanic Falls, Town of
Greene, Town of	Minot, Town of
Leeds, Town of	Poland, Town of
Lewiston, City of	Sabattus, Town of
Lisbon, Town of	Turner, Town of
Livermore, Town of	Wales, Town of

In addition to those agencies and individuals named above, a number of different state, local and regional partners contributed to this plan:

Maine Historic Preservation Commission, Maine Department of Agriculture, Conservation & Forestry, National Weather Service-Gray, Maine USDA Farm Service Agency, UMaine Cooperative Extension, Community Concepts, Androscoggin Valley Council of Governments, Lewiston Housing Authority, Maine Forest Service, Central Maine Power, Co., Poland Springs Bottling Co., Department of Business & Community Development, City of Auburn, Maine Center for Disease Control, North East States Emergency Consortium, the public, businesses, non-profits and stakeholders who completed the Natural Hazard Mitigation Surveys.

Thank you.

Executive Summary

Hazard Mitigation is any sustained action taken to reduce or eliminate long term risk to human life, infrastructure, and the environment.

The 2024 update to the Androscoggin County Natural Hazard Mitigation Plan was prepared by the Androscoggin County Emergency Management Agency and in accordance with the Disaster Mitigation Act of 2000. DMA 2000 requires states and local governments to prepare HMPs to remain eligible to receive pre-disaster mitigation grant funds available in the wake of federally declared disasters. The Androscoggin County Hazard Mitigation Plan is a multi-jurisdictional plan, a collaborative process. In the State of Maine, County EMAs coordinate with local governments to prepare a multi-jurisdictional plan. The Androscoggin County Emergency Management Agency (ACEMA) is the lead in this effort with assistance from planning teams, the Hazard Mitigation Planning Team, Hazard Mitigation Planning Steering Committee, and Jurisdictional Hazard Mitigation Teams.

Planning Process

Hazard Mitigation Planning Team coordinated, facilitated, and documented the planning process, collected, and analyzed data, risk, and capabilities, sought participation through meetings, surveys, flyers, social media, the Androscoggin County EMA website, and emails. The Hazard Mitigation Steering Committee provided feedback, input, reviewed the planning process materials, documents, planning and outreach strategy via emails or in person meetings. Jurisdictional Teams attended the workshops, the seminar, and project planning meetings. Teams reviewed the 2017 Hazard Mitigation plan, the Natural Hazard Report, participated in the Natural Hazard Risk Assessment, and completed the jurisdiction survey, which provided the status update of the 2017 projects. The jurisdictional teams completed the project worksheets, which resulted in the identification of vulnerabilities, capabilities, and development of mitigation strategies for the plan update. The teams played a vital role in public outreach, through the dissemination of the surveys to the stakeholders and public through meetings, emails, and social media.



Risk Assessment

Androscoggin County Emergency Management Agency conducted an All-Hazards Risk Assessment in 2022, all 14 jurisdictions participated. The jurisdictions rated the impact that each hazard would have on their community using the information provided by Androscoggin County EMA through presentations from SME, hazard reports containing hazard definitions, county context and general consequence analysis. Resulting from the Natural Hazard Identification and Risk Assessment, a review of all available capabilities, and ranking by the jurisdictions

the following hazards have been selected for this Natural Hazard Mitigation Plan, Flooding, Severe Summer Weather, Wildfire, Drought, Severe Winter Weather.

Mitigation Strategy

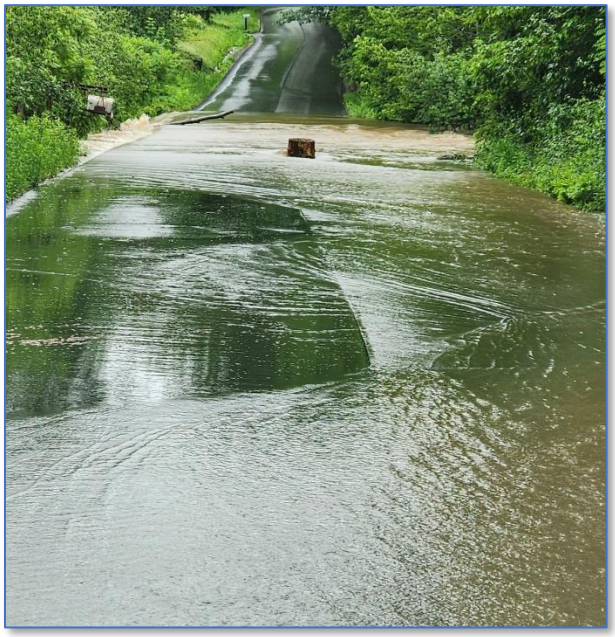
The 2024 Androscoggin County Natural Hazard Mitigation Plan update features new overarching goals designed to empower communities to navigate mitigation efforts through a fluid risk landscape, positioning the communities within Androscoggin County to address current concerns, future trends, policy requirements, vulnerabilities, and potential impacts from natural disasters. FEMA defines Goals as general guidelines that explain what should be achieved and defines Objectives as strategies or implementation steps to attain mitigation goals, and mitigation actions as specific actions that help to achieve the mitigation goals and objectives. This plan, combines goals, objectives, and actions to provide direction for Androscoggin County and all jurisdictions to reduce risks from identified hazards and improve resilience. All 14 jurisdictions participated, each action or project submitted for inclusion in this plan contributes to the county-wide mitigation strategy. The local mitigation actions or projects paint a picture, illustrating what each community prioritizes and their commitment to hazard mitigation and resilience.

GOALS

- **Minimize loss and disruption of life, property, and the environment**
- **Encourage Continuity of Operations pre, during & post hazard events**
- **Enhance Mitigation Capabilities**
- **Increase Public Awareness and Support for Hazard Mitigation**
- **Increase Resilience of Economy and local Resources**

Plan Maintenance & Update

Plan progress will be monitored through cyclical meetings with MEMA and/or local jurisdictions, as well as following federally declared disasters in Androscoggin County. Annually and following disaster declarations, ACEMA will review the hazards in the risk assessment and mitigation strategies to determine relevancy to variable conditions including land development in the county, as well as changes in state or federal policy to ensure that plan elements reflect current and expected conditions. At year three of the five-year period covered by this plan, a hazard analysis and risk and capabilities assessment will be conducted. In collaboration with the jurisdictions, projects will be updated, and new projects will be added. The plan will come to fruition through a series of compounding meetings, the kickoff meeting, the seminar, and project planning meetings, including emails, surveys, and the website. Once all hazards, projects, maps, and all pertinent data have been updated, and public input recorded, the Androscoggin County Hazard Mitigation Plan draft will be submitted to MEMA for review and recommendations before the final draft is forwarded to FEMA for review and approval pending adoption (APA). After APA, the jurisdictions will adopt the plan for final approval and start another five-year plan cycle.



Adoption

The Androscoggin County Hazard Mitigation Plan 2024 provides a path by which local governments can follow to reduce vulnerabilities and lessen impacts from natural disasters. By adopting this plan, each community is agreeing to continue implementation of strategies aimed at mitigating hazards identified in this Plan. Participation in the planning process and adoption of the plan by a jurisdiction enables that jurisdiction to be eligible for FEMA Hazard Mitigation Assistance (HMA) grant programs, such as the Building Resilient Infrastructure and Communities (BRIC) and Flood Mitigation Assistance (FMA).

Point of Contact. The Androscoggin County Emergency Management Agency leads the effort to adapt and update the Multi-Jurisdictional Hazard Mitigation Plan. As such, ACEMA is determined to continue and improve public involvement by providing an ongoing opportunity for public comment and valued input regarding the hazard mitigation plan, so as to achieve that goal the ACEMA information is embedded below:

Mailing Address: Androscoggin County Emergency Management Agency
2 College Street
Lewiston, ME 04240
Email address: ema@androscoggincountymaine.gov
Website: Androscoggincountyema.gov
Telephone: 207-784-0147



Intersection of East Rd and Avenue Rd, Wales ME, Road flooding. Source: Wales Fire Chief Scott Dimmick.

Acronym Definitions

Acronym	Definitions
ACEMA	Androscoggin County Emergency Management Agency
APA	Approval Pending Adoption
BCA	Benefit Cost Analysis
BFE	Base Flood Elevation
BRIC	Building Resilient Infrastructure and Communities
BTM	Brown tail Moth
CDC	Maine Center for Disease Control
CDS	Congressionally Directed Spending
CDWG	Community Wildlife Defense Grant
CEO	Code Enforcement Officer
CFR	Code of Federal Regulations
CME	Coronal Mass Ejections
CMP	Central Maine Power
CPC	Climate Prediction Center
CRS	Community Rating System
CWPP	Community Wildfire Protection Plan
DACF	Department of Agriculture. Conservation and Forestry
DEP	Department of Environmental Protection
DOT	Maine Department of Transportation
DSP	Dam Safety Program
DWP	CDC Drinking Water Program
EAL	Expected Annual Loss
EAP	Emergency Action Plan
EMA	Emergency Management Agency
EMP	Electromagnetic Pulse
EMPG	Emergency Management Performance Grant
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
FEMA	Federal Emergency Management Agency
FERC	Federal Energy Regulatory Commission
FMA	Flood Mitigation Assistance
FMAG	Fire Management Assistance Grant
FMP	Floodplain Management Program
GIS	Geographic Information System
HABs	Harmful Algal Blooms
HMA	Hazard Mitigation Assistance
HHPD	High Hazard Potential Dams
HMGP	Hazard Mitigation Grant Program
IA	Individual Assistance
LHMP	Local Hazard Mitigation Plan
LPDM	Legislative Pre-Disaster Mitigation
MUBEC	Maine Uniform Building and Energy Code
MEGIS	Maine Office of GIS

Acronym	Definitions
MEMA	Maine Emergency Management Agency
MFS	Maine Forest Service
MHPC	Maine Historic Preservation Commission
MRSA	Maine Revised Statutes Annotated
MS4	Municipal Separate Storm Sewer Systems EAB
MUBEC	Maine Uniform Building and Energy Code
MWW	Maine Won't Wait
NESEC	Northeast State Emergency Consortium
NESIS	Northeast Snowfall Impact Scale
NFIP	National Flood Insurance Program
NHC	National Hurricane Center
NOAA	National Oceanic and Atmospheric Administration
NOFO	Notice of Funding Opportunity
NWS	National Weather Service
PAR	Population at Risk
RLF	Revolving Loan Fund
PA	Public Assistance
SBA	U.S. Small Business Administration
SFHA	Special Flood Hazard Area
SFM	Office of the State Fire Marshal
SHMP	State Hazard Mitigation Plan
SVI	Social Vulnerability Index
TCI	The Climate Initiative
THIRA/SPR	Threat & Hazard Identification & Risk Assessment/Stakeholder Preparedness Review
UMS	University of Maine System
USDA	U.S. Department of Agriculture
USDM	U.S. Drought Monitor
USEPA	U.S. Environmental Protection Agency
USGS	U.S. Geological Survey
WMO	World Meteorological Organization
WUI	Wildland Urban Interface

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Amend Article IV. Recreation Activities On Public Ways for extended ATV Access - First Reading
Date: April 16, 2024

Summary

The Lisbon Town Council recently heard from a resident Roger Bickford who requested the expansion of some ATV access routes in Town. The council tasked the town departments to work with the Lisbon and Lisbon Falls ATV clubs on this request. After formalizing and having two meetings with both ATV clubs, the State of Maine Parks and Lands, Maine Warden Service, the Assistant Town Manager Sarah Bennet, the Lisbon Economic and Community Development Director Ross Cunningham, the Chief of Police Ryan McGee, and the Lisbon Parks and Recreation Director Mark Stevens, we came up with the following recommendations:

- The ATV access route would be expanded on certain roadways that allowed the safe operation of ATV's. The original request to open up Main Street as an ATV access route was not approved after meeting with all parties, and the alternative route we found to be the best route to allow ATV goers to access the Davis Street Parking lot to utilize the restaurants in the area.
- The Rt 196 ATV Access route would be expanded on a portion of the roadway to connect the intersection of Rt 196/Rt 9 to travel east down Rt 196, turn right onto Blethen Street and left onto Davis Street and stop at the Davis Street Parking lot. This would allow both ATV clubs to access this parking lot and walk up to the restaurants in Lisbon Falls.

Attached to this memo is a map with other routes that were cleaned up to allow access from trail to trail in our community along with the proposed ATV Access route ordinance changes that have been redlined.

Recommendation

Amend Article IV. Recreation Activities on Public Ways, Division 1, Sec. 50-263 (c) Use and operation of Lisbon ATV access routes, Sec. 50-264. ATV access routes, Sec. 50-265. Signs; and Set a Public Hearing for May 2, 2024.

Attachments

1. Memo to TM on ATV access roads
2. ATV Access Ordinance (redlined updates)

3. ATV Access Map proposed routes in red

Lisbon Police Department

A Community Policing Agency

300 Lisbon St.
Lisbon, ME 04250

Ryan A. McGee
Chief of Police

To: Glenn Michalowski Lisbon Town Manager
From: Ryan McGee, Chief of Police
Date: 4/09/2024
Subject: ATV Access Routes

The Lisbon Town Council recently heard from a resident Roger Buickford who requested the expansion of some ATV access routes in Town. The council tasked the town departments to work with the Lisbon and Lisbon Falls ATV clubs on this request.

After formalizing and having two meetings with both ATV clubs, the State of Maine Parks and Lands, Maine Warden Service, the Assitant Town Manager Sarah Bennet, the Lisbon Economic and Community Development Officer Ross Cunningham, the Chief of Police Ryan McGee, and the Lisbon Parks and Recreation Director Mark Stevens, we came up with the following recommendations.

The ATV access route would be expanded on certain roadways that allowed the safe operation of ATV's. The original request to open up Main Street as an ATV access route was not approved after meeting with all parties, and the alternative route we found to be the best route to allow ATV goers to access the Davis Street Parking lot to utilize the restaurants in the area.

The Rt 196 ATV Access route would be expanded on a portion of the roadway to connect the intersection of Rt 196/Rt 9 to travel east down Rt 196, turn right onto Blethen Street and left onto Davis Street and stop at the Davis Street Parking lot. This would allow both ATV clubs to access this parking lot and walk up to the restaurants in Lisbon Falls.

Attached to this memo is a map with other routes that were cleaned up to allow access from trail to trail in our community along with the proposed ATV Access route ordinance changes that have been redlined.

Respectfully,

Ryan McGee
Chief of Police

ARTICLE IV. RECREATION ACTIVITIES ON PUBLIC WAYS[1]

DIVISION 1. GENERALLY[2]

Sec. 50-261. Purpose.

The purpose of this ordinance is to authorize the operation of ATVs on designated roadways in the Town of Lisbon.

(C.M. of 11-14-2017, V. 2017-281)

Sec. 50-262. Definitions.

Accompanied by adult. "Accompanied by an adult" means, with respect to operation of an ATV, within visual and voice contact and under the effective control of a child's parent or guardian or another person 21 years of age or older.

All-terrain vehicle or ATV. "All-terrain vehicle" or "ATV" means a motor-driven, off-road, recreational vehicle capable of cross-country travel on land, snow, ice, marsh, swampland or other natural terrain. "All-terrain vehicle" or "ATV" includes, but is not limited to, a multitrack, multi-wheel or low-pressure tire vehicle; a motorcycle or related 2-wheel, 3-wheel or belt-driven vehicle; an amphibious machine; or other means of transportation deriving motive power from a source other than muscle or wind. For purposes of this subpart, "all-terrain vehicle" or "ATV" does not include an automobile as defined in 29-A M.R.S. § 101(7); an electric personal assistive mobility device as defined in 29-A M.R.S. § 101(22-A); a truck as defined in 29-A M.R.S. § 101(88); a snowmobile; an airmobile; a construction or logging vehicle used in performance of its common functions; a farm vehicle used for farming purposes; or a vehicle used exclusively for emergency, military, law enforcement or fire control purposes.

ATV access route. For the purpose of this ordinance, an ATV access route shall be defined as a public way maintained by the Town of Lisbon and designated by the Town Council as an ATV access route. ATV's are only to be used by the public on such designated public ways to gain access to the Lisbon ATV Trail System.

Lisbon ATV Trail System. A designated path commonly used and maintained for ATVs which is administered, in part, by the Town of Lisbon in association with a designated ATV Trail Organization.

Public way. "Public way" means a way, owned and maintained by the State, a county or a municipality, over which the general public has a right to pass.

(C.M. of 11-14-2017, V. 2017-281)

[1]Cross reference(s)—Recreation and parks, ch. 30.

[2]Editor's note(s)—C.M. of 11-14-2017, V. 2017-281 , amended Div. 1 in its entirety to read as herein set out.
Former Div. 1, § 50-261, pertained to similar subject matter and derived from T.M. of 8-1-2006, § 2006-19.

Sec. 50-263. Use and operation of Lisbon ATV access routes.

(a) Operation of an ATV within the Town of Lisbon shall comply with 12 M.R.S. § 13157-A, Operation of ATVs.

(b) Use and operation of an ATV on a public way shall not obstruct or interfere with the use of the way by traffic or pedestrians.

(c) The Lisbon ATV access routes will be posted as OPEN ~~from June 1st thru October 31st~~ following current Maine State law on the date of opening and closing of trails, from sunrise to sunset. All other times/dates the ATV access routes will be posted as CLOSED.

(d) Each year, in the month of December, prior to the opening of the ATV access routes and Lisbon ATV Trail System, the designated ATV Committee shall be designated or re-designated by the Lisbon Town Council and an annual review of the ATV access routes and Lisbon ATV Trail system shall be conducted. The review will be performed by the Town Manager, Chief of Police or designated officer, Public Works Director, and a designated representative of the ATV Trail Committee.

(e) Operators under the age of 18 must have a valid driver's license and/or be accompanied by an adult age 21 or older.

(C.M. of 11-14-2017, V. 2017-281)

Sec. 50-264. ATV access routes.

The town council does hereby designate the following portions of public ways as ATV access routes, with travel limited to the extreme right of the public way in the same direction as motor vehicle traffic. The posted speed limit for ATV's on ATV access routes shall be ten miles per hour and signs designating the ATV access route and the speed limit shall be conspicuously posted. ATV access routes have been established using guidelines under 12 M.R.S. § 13157-A § 6(H).

(1) Miller Road.

(2) Ferry Road ~~(between Miller Rd. and Bretton Rd.).~~

~~(3) Ferry Road (From Wagg Rd Northeast to Pinewood Rd.)~~ (3) Hudon Road

(4) Wagg Road.

(5) County Road.

(6) Burrough Road (from Route 125 to Bowdoin Town Line).

(7) Gould Road ~~(from Route 125 intersection westerly to #75 Gould Road).~~

(8) Wing Street ~~(From #48 Wing Street to the Wing Street/Route 9 intersection).~~

(9) Route 9 (From intersection of Wing Street to Route 196).

(10) Route 9 (From Webster Road to Bowdoinham Road).

(11) Lisbon Street/Route 196 (From intersection of Route 9 west to #568 Lisbon Street/Route 196, Also from Route 9 intersection east on Rt 196 to Blethen Street).

(12) Lisbon St/Route 196 (From River Road to right turn onto Big Dipper property to access Androscoggin trail across from Frost Hill Ave.)

(13) Scottsdale Street.

(14) Huston Street (from intersection of Scottsdale Street westerly on Huston Street to end).

(15) Capital Avenue.

(16) Summer Street ~~(from Main Street, Rte 125, to intersection of Edgecomb Road).~~

(17) Edgecomb Road (from intersection of Summer Street westerly to ~~start of Transmission Line trail~~ Main Street).

(18) Cotton Road.

(19) Pinewoods Road ~~(from Pinewood Road Recreational fields to intersection of Ferry Road).~~

(20) Village St (From Pinewoods Road to Lisbon St/Route 196)

(21) Bowdoinham Rd (From Route 9 to Fisher Rd.)

(22) Fisher Road (From Bowdoinham Road to Bowdoin town line)

(23) River Road (From the ~~southeast end to the~~ intersection of Hudon Road at River Rd, north to ~~and~~ Lisbon St/Route 196)

(24) Frost Hill (From Route 196 Southeast to Route 9)

(25) Upland Road (From Webster Rd to Route 9)

(26) Webster Rd (From Lisbon St/Route 196 to Route 9)

(27) Androscoggin Walking trial (From Lisbon St/Route 196 [#501 Lisbon St/Route 196 across from Frost Hill Ave] under Route 196 to Sabattus River Boat Launch) only when water level permits pedestrian travel.

(28) Blethen Street

(29) Davis Street (Davis Street closed from Municipal Parking lot easterly to Rt 196 intersection. NO ATV's allowed to ride on Rt 196 from the Municipal parking lot.)

(30) Main Street from the Intersection of Summer Street north to the Gould Road/Main St intersection

(C.M. of 11-14-2017, V. 2017-281 ; C.M. of 10-16-2018, V. 2018-233 ; C.M. of 11-15-2022, Vote No. 2022-236)

Sec. 50-265. Signs.

(a) Designated ATV access routes shall be posted along the public ways to clearly define the approved access route. Posted signs shall include the ~~10~~15 MPH speed limit and the designated ATV access route. The designated ATV Trail Organization shall be responsible for production, placement and overall maintenance of the signage. This shall be done in coordination with and approval of the Lisbon Public Works Department.

~~-~~ATV Access route on roadways will be delineated by highly visible signs identifying the beginning and ending points of approved routes. Additional signs will be provided at intervals of 0.25 miles on roadways with speed limits 35 mph and below and 0.5 miles on roadways with speeds 40 mph and above. All signs will be posted conspicuously and shall have reflectorized lettering following DOT standards of signage and lettering for ATV Access Routes. Signs will be erected and maintained by ATV Clubs and will be paid for by the respective ATV clubs, working with the Lisbon Public Works department to determine sign post location and dig-safe mobilization on location of signs.

(b) Signage on Androscoggin recreational trail shall include an electronic signal or mirror to alert pedestrians to oncoming ATV traffic when approaching the blind corner under the overpass.

(C.M. of 11-14-2017, V. 2017-281 ; C.M. of 11-15-2022, Vote No. 2022-236)

Sec. 50-266. Penalty for violation of division.

Penalties for violation of this division shall be as follows:

(1) On the occasion of the first violation, the individual violator will be issued a warning which shall contain the name and address of the violator, the nature of the violation and the location of the violation.

(2) On the second and subsequent violations:

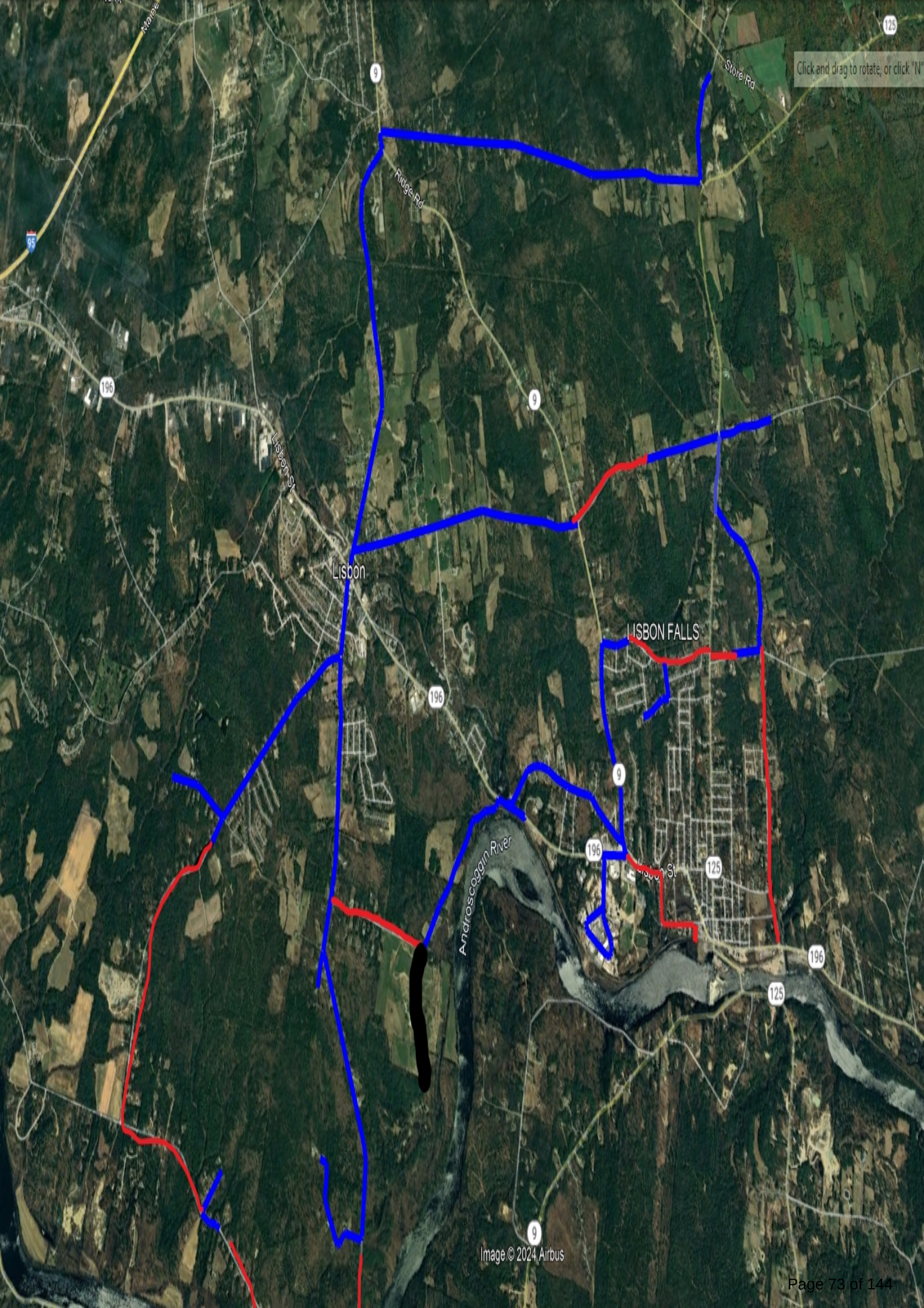
a. Second violation—$50.00 fine.

b. Third violation—$100.00 fine.

c. Fourth and subsequent violations—$200.00 fine.

(3) This ordinance shall be enforced by the Lisbon Police Department.

(C.M. of 11-14-2017, V. 2017-281)


Click and drag to rotate, or click "N"
Store Rd
Ridge Rd
Lisbon St
Lisbon
LISBON FALLS
Androscoggin River
Image © 2024 Airbus

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Adopt Special Events Ordinance - First Reading
Date: April 16, 2024

Summary

Between November 17, 2023 and April 9, 2024, department heads met for a series of planning meetings with the purpose of developing a mass gathering permitting application, policy, and ordinance to kick off the 2024 permitting season. Staff collaboratively contributed to the creation of what we now call the Special Events Application, Special Events Policy and Special Events Ordinance, which make up the three "Special Events" documents that accompany this memo for your review and consideration for approval.
.

The following staff were involved in the planning process:

- Lisa Ward, Town Clerk
- Ryan McGee, Police Chief
- Nate Leclair, Fire Chief
- Ross Cunningham, ECD Director
- Mark Stambach, Code Enforcement Officer
- Mark Stevens, Parks and Recreation Director
- Steve Aievoli, Interim Public Works Director
- Sarah Bennett, Assistant Town Manager

The reason this comes before you is because we feel it is important to streamline the application and permitting process to allow community members to host special events with ease while also ensuring the safety of the public. We feel confident all three documents presented, if approved, will be beneficial to the Town of Lisbon and to the community as a whole.

Together, we ask for the Council's consideration to adopt the new ordinance and approve the corresponding policy and event application for use this 2024 season. We believe this will make the Towns special event permitting process more effective and we hope our community members find it easier to complete.

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

Recommendation

Adopt the new Special Events ordinance as presented and set the Public Hearing for May 8, 2024

Attachments

1. 2024 TOL Special Event Policy DRAFT 4.12.24
2. SPECIAL EVENT PERMIT APP 4.12.24
3. Special Events Ordinance_Policy_Application Approval Request Memo SJB 4.11.24
4. TOL Special Event Ordinance Draft - Reviewed by Legal 4.11.24

TOWN OF LISBON SPECIAL EVENTS POLICY

INTRODUCTION

The purpose of this policy is to outline the issuance of permits for special events in excess of 100 people that occur on Town of Lisbon property or involve road closures, and any ticketed event on private property in excess of 250 people for 2 hours or longer, in order to protect the public health, safety, welfare and peace of the inhabitants of the town.

(*This policy excludes ARTICLE VI. - AFTER HOURS ENTERTAINMENT EVENTS which is the issuance of licenses for after-hours entertainment events in order to protect the public health, safety, welfare and peace of the inhabitants of the town. Please see that Ordinance for events between 12:00 am and dawn.)*

Any event that is sponsored by a Town Department (Recreation, ECD, Police, Fire, School Dept. etc.) shall be required to comply with the requirements of this policy but shall be exempt from completing the special event application and paying application fees.

Any event which falls within this description shall be regulated by this policy regardless of the name of the gathering, the type of entertainment, or any other factor. Special events exclude private gatherings, such as weddings, on private property with less than 500 attendees.

No Special Events Applicant may conduct or cause to be conducted a special event without first having obtained a permit to do so from the town clerk. Such permit requirements for a special event shall be in addition to, and not in replacement of, any other permits or licenses required of that venue or Special Events Applicant.

The town clerk will issue the permit required in this policy only after all conditions precedent set forth in this policy have been met. In addition, the chief of police, code enforcement officer and/or the fire chief shall have the right and authority hereunder to attach and enforce such conditions to the issuance of the permit as may be required to assure that the standards hereunder will be met, or as may be necessary to protect the health, safety, welfare, and peace of the community.

Any permit issued hereunder shall be for a single event and shall not act as general permission to conduct multiple entertainment events, with the exception of scheduled recurring events as described in this policy.

FEES AND DEPOSITS

A $35 nonrefundable deposit shall be paid at time of application. Upon approval by the town, and a decision to move forward by the applicant, the balance of the processing fee shall be due. Cost breakdown (See below) is based on expected size of event.

SPECIAL EVENT FEE SCHEDULE

Event Fees and Number of Police Officers

MINOR	Up to 250 attendees	$ 50.00	0-1*
	251 to 500 attendees	$ 100.00	2
	501 to 1,000 attendees	$ 150.00	3
MAJOR	1,001 to 5,000 attendees	$ 250.00	4*
	Over 5,000 attendees	$ 500.00	2 per 500*

** At the discretion of the Police Chief or their designee.*

TRANSFERABILITY

Any permit issued under this article shall be issued only to the Special Events Applicant listed in the application and may not be transferred to any other person or entity.

APPLICATION REQUIREMENTS

1. Filing deadline. A completed permit application shall be filed for events in excess of 1,000 people or parades (Major event) with the town clerk not less than 90 days before the date of the scheduled event. Events with less than 1,000 people (Minor Event) shall be submitted 45 days prior to event.

2. Contents. Each application shall be in the form of an affidavit and shall contain a statement that the contents of the affidavit are true and accurate, that there are no misstatements, and that the Special Events Applicant upon issuance of the permit will comply with all the requirements of this article together with all other applicable ordinances, rules and regulations that may apply to the event or the premises upon which the event is to occur. In addition, the application shall contain the following:

    a. The name, principal residence at the time of application and date of birth of the Special Events Applicant.
    b. Identification of the premises at which the event is scheduled to occur which identifies the location of the premises, the ownership of the premises, if private and the portion of the premises involved in the event. If the premises are not owned by the Special Events Applicant, then a written statement from the owner indicating that permission for use of the premises has been acquired.
    c. If the event is scheduled to occur in a building or structure, to include a tent, then a floor plan of the layout which shall include the following:

        - Site plan to include structure location, access paths, parking areas, fire hydrant locations and access to street;
        - Exterior dimensions;

- Layout of the structure to include the use of all rooms, location and sizes of doors and windows, location of emergency equipment including, but not limited to, fire exits and sprinkler systems;
- Location of all restrooms and sanitary facilities;
- Location of each entrance and exit;
- Location of the main fuse box and all auxiliary fuse boxes;
- Such other information as may be required by town departments in order to determine building code and safety code compliance.

d. The capacity of the facility and any current permits or permits issued to the facility including the type of permit or permit, the duration of the permit or permit, and the issuing agency.

e. A criminal records history of all persons falling within the definition of a Special Events Applicant or if none, an indication that individual has no such record.

STANDARDS OF DENIAL

The town clerk shall deny any permit application where it is determined that any of the following circumstances exist:

1. Where any person who meets the definition of a Special Events Applicant, and has been convicted of a violent or sexual crime. Also, convictions for a Class A, B, or C Felony crime in this State or similar crime in another jurisdiction for an offense relating to the unlawful manufacture, distribution, prescription or dispensing of a controlled substance;
2. Where any of the requirements of this article concerning the staging of the event, the facilities involved in the event, or the standards required for the event are not met;
3. Where the Town ordinances, codes, or land use are not in compliance;
4. Where such use violates the terms and conditions of any other permit or permit issued to the Special Events Applicant or the premises.

PERMIT DISPLAY

Any permit issued by the town clerk under the provisions of this article, together with any conditions that may be attached to that permit, shall be available for public inspection upon request during the event.

ADVERTISING/SIGNAGE

Lisbon has an over the road banner system that is installed for use in marketing upcoming events when available. Please contact Lisbon Economic and Community Development for more information/policies on this system. All other signage must be in accordance with the Lisbon sign ordinance available on the Town website.

PARKING

Municipal parking lots are available for parking.

CODES

The Special Events Applicant shall assure that all building, life, safety, fire and health codes shall be met prior to and during the course of any permitted event and shall particularly establish and maintain unobstructed exits in order to permit the safe and rapid egress of all attendees.

RIGHT OF ENTRY

Upon issuance of a permit to the Special Events Applicant, the Special Events Applicant agrees to permit the entry in and upon the premises for which the event is permitted, during normal business hours prior to the event, and during the time when the event is scheduled to occur, any law enforcement officer, member of the fire department, codes enforcement officer or designee of the town, or any agent or officer from another jurisdiction acting on behalf of the town. This access shall include every part of the structure or establishment. The Special Events Applicant, as well, shall render all aid and assistance necessary in order to enable town officials or their agents to make a full, thorough and complete examination in order to determine compliance with licensure requirements, other town code requirements, and the requirements of applicable state laws and regulations.

DURATION

Any single event for which a permit is issued under this article, may not be fewer than 2 hours and not exceed 18 continuous hours in duration. With the exception of recurring events as stated the paragraph below.

RECURRING EVENTS

Multiple events, presented by the same organizer, providing the same service or theme, and repeating on a schedule during the same calendar year at the same location (i.e Farmers Market every Sunday) will be treated and approved as one event. All dates and times shall be included in the application. The Town reserves the right to require adjustments during the season if the event grows in attendance beyond the expected attendance.

PUBLIC SAFETY

The applicant will be required to provide a minimum number of sworn officers of the Lisbon Police Department or, if the size of the gathering warrants, and at the sole discretion of the town police chief, sworn members of other police organizations, in accordance with the following requirements:

Number of Attendees	Number of Officers
250-500	2
501-1000	3
1001-5000	4

5001+	2 Officers for each additional 500 attendees, or any portion thereof may be required depending on the event

The chief of police may require additional officers beyond the requirements above if alcohol is served at the event or there are circumstances which he determines require additional police protection in order to insure the safety of the attendees and/or the health, safety, welfare or peace of the community. All costs associated with the police presence at the event shall be borne by the Special Events Applicant. Any additional private security support, provided by applicant, shall be approved at the discretion of the Lisbon Police Chief.

TRAFFIC CONTROL

The Special Events Applicant shall provide a plan to provide traffic control at the applicant's expense which will ensure the safe movement of pedestrians and vehicles on or about the premises where the event is scheduled to occur as well as on all other adjacent public and private ways. The responsibility for traffic control shall commence at least two hours prior to the scheduled event and shall extend to at least two hours after the conclusion of the event unless some other time frame is determined by the chief of police to be appropriate to that particular event. The Special Events Applicant will describe in detail their proposed methods of traffic control in the application and will incorporate specific traffic control requirements that may be imposed by the chief of police. All events at the Worumbo Riverfront Event Center, exceeding 250 attendees at one time will require a trained and certified crossing guard to be posted at the Route 196/Main Street/Canal Street intersection to assist pedestrians crossing Rt. 196.

SANITATION FACILITIES

The Special Events Applicant shall provide free and clean, well-equipped restroom facilities as may be required by the town's health officer or his designee and as required by local and state health code requirements. Where necessary, the Special Events Applicant may be required to provide additional portable toilet and hand-washing facilities to include ADA accessible facilities.

SOUND AND NOISE

Notwithstanding any other ordinance or code provision, a Special Events Applicant shall not allow the permitted event or any other activity on the premises permitted for the event to generate amplified sound or noise after 10:00 pm.

HIGH RISK EVENTS

Any high risk event or presence of special hazards may require the presence of the Fire Dept. This will be determined after review of the Fire Chief.

FIRST AID/EMERGENCY PREPAREDNESS

Events with over 1,000 people are required to provide a plan to provide for first aid services and to provide an Emergency Action Plan in case of emergencies.

VOLATIONS, PENALTIES, REVOCATION, AND DISQUALIFICATIONS

In upholding the integrity of our community and ensuring adherence to our town ordinances, it is imperative to delineate the consequences of violations, penalties, revocations, and disqualifications. These provisions serve as the regulatory framework, showing accountability and safeguarding the well-being of our residents. By understanding and enforcing these measures, we strive to maintain a safe and compliant environment that reflects the values and standards of our community.

Violation. It shall be a violation of this article, for any event to be staged or allowed to occur without the appropriate permit having been issued by the town clerk, or to stage such an event in a manner which violates any requirement of this policy, including any conditions that may be attached to a permit, or in violation of any other applicable code, rule, statute, or regulation of the town or the state.

Penalties.

1. *Revocation.* Any violation of this article may result in a revocation of the permit issued.
2. *Penalty amount.* Any violation will be punished by a civil penalty of $500.00 for the first offense, $ 1,000.00 for the second offense, and $ 2,000.00 for the third or subsequent offense regardless of the time between the offenses. All penalties will include the costs of prosecution including, but not limited to, attorney's fees. Each act of violation and every day upon which any violation occurs constitutes a separate offense.
3. *Abatement.* In addition to any town penalty or revocation, the town shall seek to abate any violation by appropriate action.
4. *Costs.* In any action prosecuting violations under this article, should the town prevail, it will be entitled to its costs of suit, including reasonable experts' fees, attorney's fees and investigative costs.

Revocation.

The Chief of Police and/or Town Manager shall have the authority to revoke any permit issued under this article where they determine that any of the permit requirements, including any conditions attached to the permit, as well as any other applicable state or local code, ordinance, statute or regulation, are not being met or the Special Events Applicant refuses to meet.

Disqualification.

In addition to the penalties provided in subsection above, any Special Events Applicant found in violation of this policy will be disqualified from obtaining a permit during legal proceedings and for a 12-month period which shall commence at the time of final adjudication of the violation. This disqualification shall apply to any person defined as a Special Events Applicant under this policy.

Date Received: _____

Date Approved: _____

Town of Lisbon

APPLICATION FOR SPECIAL EVENT PERMIT

The purpose of this policy is to outline the issuance of permits for Special events in excess of 100 people that occur on Town of Lisbon property or involve road closures, and any ticketed event on private property in excess of 250 people for 2 hours or longer, in order to protect the public health, safety, welfare and peace of the inhabitants of the town. (This excludes ARTICLE VI. - AFTER HOURS ENTERTAINMENT EVENTS, which is the issuance of licenses for after hours entertainment events. Please reference that Ordinance for events between 12:00 am and dawn.)

Please complete this application and submit to the Town Clerk with your $35.00 deposit fee. This application will be reviewed by applicable staff and departments within 3 business days to provide you with an estimate of the total cost that will be due to the town.

****

Application must be submitted to the Clerk at least 45 days prior to the event if the gathering is expected to attract up to 500 people, and at least 90 days prior to the event if the gathering is expected to attract more than 5,000 people.

SPECIAL EVENT FEE SCHEDULE

Event Fees and Number of Police Officers

MINOR	100 to 250 attendees	$ 50.00	0-1*
	251 to 500 attendees	$ 100.00	2*
	501 to 1,000 attendees	$ 150.00	3*
MAJOR	1,001 to 5,000 attendees	$ 250.00	4*
	Over 5,000 attendees	$ 500.00	2 per 500*

** At the discretion of the Police Chief or their designee. The Police Chief may require additional officers beyond the requirements above if alcohol is served at the event or there are circumstances which he determines require additional police protection in order to ensure the safety of the attendees and/or the health, safety, welfare and peace of the community. All costs associated with the police presence at the event are the responsibility of the applicant.*

SPONSOR INFORMATION

Name of Event: _____

Type of Event (Walk, Festival, Concert, etc.): _____

Name of Sponsoring Organization: _____

Name of Contact Person for Event: _____

Mailing Address (Street or Box): _____

City/Town _____ State _____Zip Code _____

Email Address: _____

Date(s) of Event: _____ Time Begin: _____

Time End: _____ Attendance Expected: _____

Property for event is publicly/privately owned by: _____

Location Address of Event: _____

If private property you MUST have written permission from landowner or their representative.

Business Name: _____

If Event is recurring, LIST specific dates and expected attendance (if different from above):

_____

_____

_____

Have you held an event at this location within the last 12 months? Yes / No

If the location is a Town park or property, or at a School property, have you applied for use of the property with the Recreation Department or School, and has your request been approved? Yes / No / Pending

Date submitted to the School or Recreation Department: _____

Contact Person DURING the Event:

Name: _____ Phone: _____

Email Address: _____

Fees & Additional Permits

Permit Fee	Permission/Permit Type	YES	NO
N/A	**ADA ACCOMMODATIONS** – Please describe how you will accommodate for ADA compliance:		
N/A	**ANIMALS/PETS** – Will animals/pets be allowed? Y / N Briefly describe how they will be accommodated:		
Yes	**CROSS-STREET BANNERS** Please note that banners are allowed *by permit only* in designated areas.		
Separate fee & permit may be required	**FOOD** – Will food or beverages be sold? If yes, a food/ victualer's permit may be required and should be submitted 30 days prior to the event. Other requirements and/or restrictions may apply.		
Separate fee & permit may be required	**NON-FOOD ITEMS** – Will products be sold such as t-shirts, crafts, souvenirs, etc? If yes, list what items: An Itinerant Vendor permit may be required and should be submitted 30 days prior to the event.		
N/A	**LIVE MUSIC** – Will there be outdoor musical performances? If yes, please describe:		
N/A	**SOUND AMPLIFICATION** – Will there be a microphone or speaker system to project sound?		

Business Name: _____

Permit Fee	Permission/Permit Type	YES	NO
Separate fee & permit may be required	**ALCOHOL** – Will alcoholic beverages be sold? Y / N Vendor must hold a valid State of Maine liquor license and submit an Off Premise Catering Event application at least 14 days prior to the event.		
Separate fee & permit may be required	**CARNIVAL** – Will carnival rides be offered? If yes, attach a copy of the state permit.		
Separate fee & permit may be required	**SPECIAL DISPLAYS** – Will there be a fireworks, light show, drones, or other special display? If yes, permits may be required per Lisbon Ordinances. Copies of any State permits will be required.		
N/A	**PARADE** – Will there be a parade? If yes, describe route:		
N/A	**RUN/WALK/CYCLE** – Will event involve participants doing a walk-a-thon, road race, etc.? If yes, describe route:		
Separate fee & permit may be required	**BURN PERMIT** – Will there be any open flame such as a bonfire? If yes, a permit from the Fire Department is required. If yes, describe activity:		
Separate fee & permit may be required	**TENT/CANOPY** – Will you be setting up a tent or canopy? If yes, list number and sizes:		
Separate fee & permit may be required	**ELECTRICAL POWER/EQUIPMENT** – Will electrically powered equipment be utilized? Y / N If so, briefly describe the equipment and the entity responsible for the installation of the electrical equipment:		
Requires Town Manager approval	**ROAD/INTERSECTION CLOSURE** – Will any roads need to be closed to accommodate your event? If yes, please list: *Public Works fees may apply.* *The town reserves the right to require a crossing guard.*		
Separate fee & permit may be required	**HAZARDOUS OR CONTROLLED ITEMS OR MATERIALS** – Please list if applicable:		
N/A	**MAP/DIAGRAM** – Please attach a map or diagram attached detailing this event and depicting the placement of such items as tables, tents, port-a-potties, stage, parking, food service areas, etc. This is a **MANDATORY** for this application and must be included and a digital map may be requested and/or required.		

Business Name: _____

Permit Fee	Permission/Permit Type	YES	NO
N/A	**PARKING ACCOMODATIONS** – What is the anticipated need for parking and what is your parking plan?		
N/A	**TOILETS** – Please list amount at event and/or nearest location:		
N/A	**WASTE DISPOSAL** – Please list process and location:		
N/A	**HAND WASHING FACILITIES** – Please list amount at event and/or nearest location:		
Additional fees may apply	**FIRST AID FACILITIES** – Please list location at event, including EMS & Fire: *Please contact Fire & Police Departments for additional information.*		
$ 35.00	**DEPOSIT REQUIRED – Checks payable to "Town of Lisbon"**		

DESCRIPTION OF EVENT

Please attach a detailed description of your event.

I ATTEST THAT MY EMPLOYEES HAVE BEEN BACKGROUND CHECKED AND REMAIN FREE OF FELONY CONVICTIONS, CRIMES AGAINST A PERSON, AND DRUG TRAFFICKING.

The Town of Lisbon reserves the right to request and perform additional background checks where deemed necessary by the Chief of Police.

Signature of Applicant: Printed Name: Date Submitted:

_____ _____ _____

The applicant agrees to the terms of this application and the permits required and agrees to abide by local ordinances and town policies; and does hereby acknowledge a public records check may be conducted. The applicant will provide an update of expected attendance and any other changes or additions at least two weeks prior to the event. The Town Council reserves the right to waive fees.

NOTE: The Town Clerk's office will contact you with any additional information you may need for your event, including any additional permits that may be required by ordinance and policy. The Town of Lisbon reserves the right to request a deposit of town fees equal to up to 50% of the estimated fee cost. All non-town fees are the responsibility of the applicant. All town fees are due upon receipt of bill, application fees are non-refundable.

Business Name: _____

Department Approval of Compliance:

DEPARTMENT	DATE	SIGNATURE
Health Inspector:		
Fire Chief:		
Police Chief:		
Code Enforcement Officer:		
Public Works Director:		
Economic Development Director:		
Town Clerk:		
Town Manager:		
School Department:		

Town of Lisbon

Sarah J. Bennett, MPA
Assistant Town Manager

Harry Moore, Jr., *Chair* 2024
Raymond Robishaw, *Vice Chair* 2024
Mark Lunt 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2025
Normand Albert, 2025

Subject: Special Events Ordinance, Policy, and Application Approval Request

Date: April 11, 2024

To: Glenn Michalowski, Town Manager

From: Sarah Bennett, Assistant Town Manager

Dear Glenn,

Between November 17, 2023 and April 9, 2024, department heads met for a series of planning meetings with the purpose of developing a mass gathering permitting application, policy, and ordinance to kick off the 2024 permitting season. Staff collaboratively contributed to the creation of what we now call the *Special Events Application, Special Events Policy* and *Special Events Ordinance,* which make up the three "Special Events" documents that accompany this memo for your review and consideration for approval.

The following staff were involved in the planning process:

- Lisa Ward, Town Clerk
- Ryan McGee, Police Chief
- Nate LeClair, Fire Chief
- Ross Cunningham, ECD Director
- Mark Stambach, Code Enforcement Officer
- Mark Stevens, Parks and Recreation Director
- Steve Aievoli, Interim Public Works Director
- Sarah Bennett, Assistant Town Manager

The reason this comes before you is because we feel it is important to streamline the application and permitting process to allow community members to host special events with ease while also ensuring the safety of the public. We feel confident all three documents presented, if approved, will be beneficial to the Town of Lisbon and to the community as a whole.

Together, we ask for the Council's consideration to adopt the new ordinance and approve the corresponding policy and event application for use this 2024 season. We believe this will make the Town's special event permitting process more effective and we hope our community members find it easier to complete.

Respectfully,

Sarah

Sarah Bennett

Sarah J. Bennett, MPA
Assistant Town Manager

ARTICLE XX. SPECIAL EVENTS

Sec. XX. Purpose.

The purpose of this article is to control the conduct via the issuance of permits for Special Events in order to protect the public health, safety, welfare and peace of the inhabitants of the town.

Sec. XX. Definitions.

A Special Event is defined as (1) an event attracting in excess of 100 people that occurs on Town of Lisbon property or that requires the closure of any town way or state aid highway; or (2) an event on private property attracting in excess of 500 people.

A Major Special Event is defined as a Special Event which attracts more than 1,000 people.

A Minor Special Event is defined as a Special Event that does not meet the definition of a Major Special Event.

The Permitting Authority is defined as the Town Clerk (for Minor Special Events) or the Town Council (for Major Special Events).

Sec. XX. Permit Required.

Any Special Event shall require application and approval of a Special Event permit. An application for any Special Event permit shall be submitted to the Town Clerk for review in such form as produced by the Town for that purpose. Applications for a Major Special Event shall be acted upon by the Town Council. Applications for a Minor Special Event shall be acted upon by the Town Clerk.

Sec. XX. Application Review.

All Special Event applications will be reviewed by the Town Clerk, Police Chief, Parks and Recreation Director (for events on Town property), and other appropriate department managers, at the discretion of the Town Clerk. If determined to be a Major Special Event, the application shall be forwarded along with comment from appropriate officials to the Town Council for final decision. If determined to be a Minor Special Event, the Town Clerk shall apply the appropriate fee and render a decision on the application following input from appropriate officials.

(a) An application for a Major Special Event shall be submitted to the Town Clerk at least 20 days prior to a regular meeting of Town Council, unless waived by the Town Council. The application shall be on a form provided by the Town Clerk in adherence with town policies.

(b) *Issuance.* The Town Clerk or Town Council will issue the Special Event permit only if the Police Chief and, if required, any other officials deemed necessary by the Town Clerk, determine that all conditions of town ordinances and policies, as well as the approval standards under this Article, have been met. If the Chief of Police, Code Enforcement Officer and/or Fire Chief request conditions to be attached to the issuance of the permit as may be required to assure that the standards of this or any other applicable ordinance or policy will be met, or as may be necessary to protect the health, safety, welfare, and peace of the community, the permitting authority shall attach those condition(s) to the permit unless it deems the condition(s) to be illegal or outside the Town's jurisdiction.

(c) *Fees and deposits.* Upon issuance of the Special Event permit and prior to the conduct of the Special Event, the applicant shall pay to the Town Clerk a non-refundable permit fee based on a fee schedule set by the Town Council. The permitting authority may waive or reduce the permit fees at will for non-profit charitable Special Events, or for Special Events which are sponsored or co-sponsored by the Town.

(d) *Permit availability.* The permit issued pursuant to this Ordinance shall either be posted at the Special Event or immediately available upon request by any public official or law enforcement officer during the Special Event.

Sec. XX. Public safety review.

The Police and Fire departments will review all Special Event applications to ensure that the requested event will not cause an undue risk of harm to persons or property.

Sec. XX. Standards of Approval.

The Permitting Authority may approve the Special Event permit only if it finds that:

(a) The application is complete and all requested information, including any follow-up requests for information, has been provided;

(b) The proposed Special Event is compliant with existing town policies and ordinances and does not expose the town to risks deemed unacceptable by the town's liability insurer;

(c) The proposed special event will not unreasonably disrupt vehicular or pedestrian traffic or increase noise or odor levels;

(d) If the proposed Special Event will require special services to be provided by the town or others in order to prevent unsafe or harmful conditions, the applicant has demonstrated the availability of such services and has agreed to pay for the expected cost of such additional services.

Sec. XX. Revocation of permit.

Any permit issued under this article may be revoked by town officials after notice and hearing as provided in 30A MRSA Sec. 3814 if the applicant materially misrepresented anything in the Special Event application or in communications to Town officials regarding the Special Event

Sec. XX. Violation, penalties and disqualification.

(a) The holder of a Special Event permit shall be responsible for conducting the Special Event in compliance with the conditions of the permit and for maintaining adequate public safety coverage during the Special Event. The Town of Lisbon assumes no liability or responsibility by issuing a Special Event permit.

(b) *Violation.* It shall be a violation of this article, for any Special Event to be advertised or allowed to occur without the appropriate permit having been issued by the town Clerk, or to hold a Special Event in a manner which violates any requirement of this article, including any conditions that may be attached to a permit, or in violation of any other applicable code, rule, statute, or regulation of the town or the state.

(c) *Penalties.*

(1) *Revocation.* Any violation of this article may result in a revocation of the permit issued.

(2) *Penalty amount.* Any violation will be punished by a civil penalty of $500.00 for the first offense, $1,000.00 for the second offense, and $2,000.00 for the third or subsequent offense regardless of the time between the offenses. All penalties will include the costs of prosecution including, but not limited to, attorney's fees. Each act of violation and every day upon which any violation occurs constitutes a separate offense.

Sec. XX. Enforcement.

This article and the terms of any Special Event permit issued may be enforced by any law enforcement officer, by any public health and safety officer, and their designees, or by any other designated town official duly authorized by the Town Manager to enforce its provisions. The Parks and Recreation Department Director may, along with other authorized officials, enforce violations of this article as related to Special Events held on town-owned property.

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Adopt Codes and Planning Reorganization Ordinance-Second Reading
Date: April 16, 2024

Summary

Second Reading for Codes and Planning Reorganization.

Recommendation

Amend the Code Enforcement Ordinance to become the re-organized Codes and Planning Ordinance, as presented.

Attachments

1. PH new Ordinance
2. REDLINE Ordinance creating planning director position UPDATED 041024

TOWN OF LISBON
300 Lisbon Street, Lisbon, ME 04250

Lisa Ward, Town Clerk
Alice Richards, Deputy Clerk

PUBLIC HEARING

Ordinance Creating the Position of Planning Director

Notice is hereby given that the Lisbon Town Council intends to hold a public hearing on April 16, 2024 at 7:00 PM in the Town Office Public Meeting Room to hear comments on the following:

DIVISION 8. PLANNING AND CODES DEPARTMENT
Sec. 2-425. Established; appointment.
Sec. 2-426A. Duties of the planning director.
Sec. 2-426B. Duties of the codes enforcement officer.
Sec. 70-193. Application procedure.

The public is invited to attend.
Lisa Ward, Town Clerk

Constable's
Return of Posting
State of Maine

Lisbon, Androscoggin, ss.

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

_____ _____

Date Constable, Town of Lisbon

ORDINANCE CREATING THE POSITION OF PLANNING DIRECTOR

The position of Planning Director is hereby created. The Planning Director shall be considered a department head and shall report directly to the Town Manager. The Planning Director shall oversee the Town's land use, planning and code enforcement functions, and shall manage the Town's planning and code enforcement staff. The Town Manager shall create a comprehensive job description for the position.

In furtherance of the creation of the Planning Director position, the following ordinances are hereby amended:

DIVISION 8. PLANNING AND CODES DEPARTMENT

Sec. 2-425. Established; appointment.

There shall be a planning and codes department, whose department head shall be the ~~codes enforcement officer~~ planning director who shall be appointed by the town manager. ~~He/she may also be the building inspector, plumbing inspector and electrical inspector, or individuals may be appointed by the town manager to serve as a particular inspector.~~ The planning director shall have authority to hire, supervise and remove a code enforcement officer and such building, plumbing and electrical inspectors as agreed to by the town manager.

Sec. 2-426A. Duties of the planning director.

The planning director shall:

(a) Supervise all planning, development and code enforcement functions of the Town of Lisbon.

(b) Receive applications for building activity or other development required by any town codes or state law to be reviewed by the planning board, and make recommendations to the planning board regarding the compliance of a proposal with relevant codes or laws.

(c) Coordinate the review of all applications submitted for planning board or board of appeals review and administer the review process.

(d) Make recommendations for improvement of the town's land use maps and ordinances, for consideration by the planning board and/or town council, as appropriate.

(e) Develop planning goals and initiatives to ensure economically and environmentally viable development in the Town of Lisbon.

(f) Prepare and submit annually to the town manager a budget relating to all planning and codes department activities.

Sec. 2-426B. Duties of the codes enforcement officer.

The codes enforcement officer or such other building and inspection officials or contractors of the Town of Lisbon, as so designated by the planning director, shall:

(a) Administer and enforce the ordinances, codes, and statutes that pertain to the development of property, building construction and maintenance.

(b) Place a stop order on activities that are in violation of any municipal code or statute that he/she is responsible for enforcing.

(c) Receive applications for building activity or other development required by any town codes or state law to be approved by the codes enforcement officer, determine whether the applications meet code or legal requirements, and ~~to~~ render decisions thereon or where appropriate to refer the application to

the appropriate town board for further determination and ~~to~~ maintain all records regarding applications and decisions thereon as rendered by this department.

(d) Conduct inspections whether in response to ~~inquires~~ inquiries or complaints, at the inspector's initiative, or in accordance with a program of systematic inspection and enforcement, or as otherwise may be deemed necessary and appropriate, to assure compliance with applicable codes, regulations and law; ~~to~~ maintain records of such inspections, ~~to~~ provide notices of violation where same are found to the owner of record and/or occupant of the property, and ~~to~~ maintain such other records of inspection and inspection reports as are necessary and appropriate.

(e) Provide assistance to the public in applying for permits and complying with permitting code requirements.

(f) Issue a certificate of approval when it is determined that all the requirements of any municipal code or statute which the CEO must enforce have been met, if required.

(g) ~~To p~~Perform such other duties as may be imposed upon him/her by law or, from time to time, by the town council or town manager.

(h) ~~Shall be responsible for issuing all permits as generally, and~~Issue all building permits and inspect~~ing~~ all permitted construction.

(i) ~~Shall be responsible for i~~Issuing plumbing permits and inspect~~ing~~ all permitted plumbing work in accordance to the state plumbing code and/or such codes as may be adopted by the town council.

~~(j) Prepare and submit annually to the town manager a budget relating to all codes department activities.~~

(~~k~~j) ~~Shall be responsible for inspecting~~Inspect all electrical work in accordance with the National Electrical Code as adopted by the town council and/or such other codes as may be adopted by the town council.

~~(l) Serve as staff for the planning board and the board of appeals.~~

(m) Perform all other duties required by Town Charter, town ordinances, state law or as may from time to time be requested by the town manager and/or ~~town council~~planning director.

Sec. 70-193. Application procedure.

(a) *Application required.* Any person advised by the ~~codes enforcement office~~planning director that a proposed use requires a conditional use permit from the Town of Lisbon Planning Board, shall submit a written application to the ~~codes enforcement office~~planning director on a form provided by the town. All applications shall be signed by the owner of the property, or other duly authorized person applying for the permit, certifying that the information on the application together with any submissions or supporting data, is complete and correct. All applications shall be dated upon submission to the codes enforcement office, noting on each application the time and date of its receipt. Ten copies of each application, together with additional submissions and supporting data, shall be filed.

(b) *Application requirements.* Each application shall contain, as a minimum, the following submission requirements:

(1) A complete set of plans in accordance with the submission requirements for preliminary plans under section 66-52(3) of the Town of Lisbon Subdivision Ordinance.

(2) A statement addressing all of the applicable factors listed in section 70-194 of this zoning ordinance.

(3) If the applicant is not the owner of the property, then a letter of intent from the owner authorizing the application as submitted and noting that it is provided with the full authority of the owner.

(c) *~~Codes enforcement office~~Planning director action.* Upon receipt of the application required under subsection (a) above, the ~~codes enforcement officer~~planning director, or ~~his~~ their designee, shall:

(1) Note on each copy of the application, the date and time of receipt in the ~~codes enforcement~~planning office.

(2) Review each application to determine whether the submission requirements under subsection (b) above have been met, and to determine the next scheduled meeting, no sooner than 14 days after the date of filing of the application, at which the planning board may consider the application. If additional information from town staff is required, the ~~codes enforcement officer~~planning director or ~~his~~ their designee may refer the application to the appropriate staff member for staff review of the plan and for comments or recommendations on the application.

(3) If an application is deemed to meet all of the submission requirements, then the ~~codes enforcement officer~~planning director shall schedule a public hearing before the planning board on the application and notify all abutters and the general public, in accordance with the notice requirements set forth below.

(4) If the applicant has not met all submission requirements, then the ~~codes enforcement officer~~planning director or ~~his~~ their designee shall notify the applicant in writing of any additional submission requirements that need to be provided in order to meet the application requirements of subsection (b) above. If the ~~codes enforcement officer~~planning director or ~~his~~ their designee is uncertain, or needs input from the planning board regarding submission requirements, then the matter may be placed on the next planning board agenda for the sole purpose of determining what, if any, additional submissions will be required prior to processing the application. In this instance, no public hearing shall be scheduled until at least 14 days after receipt of any required additional submissions.

(d) *Notice requirements.* The ~~codes enforcement officer~~planning director shall provide notice of the filing of an application to all abutters. Abutters shall be defined as those property owners as designated in the Town of Lisbon tax records, of all properties immediately adjacent to the property subject to the conditional use application, and any other properties directly across any street or right-of-way from that property. The ~~codes enforcement officer~~planning director or ~~his~~ their designee shall also provide notice of any public hearing by causing a notice of that public hearing identifying the applicant, the property, nature of the conditional use, and the time, date and place of the hearing, in a newspaper of general circulation within the Town of Lisbon, with copies by regular mail to all abutters at least seven days prior to the hearing date. The notice of filing of the application and the notice of public hearing may be combined into a single notice. Notice of planning board review of submission requirements shall be sent by regular mail to all abutters at least seven days prior to the meeting at which same shall be considered and may be combined with the abutters notice of filing.

***

(h) *Presentation by ~~CEO~~planning director.* The ~~code enforcement officer~~planning director shall attend all ~~hearings~~ application review meetings and hearings and may present to the planning board all plans, photographs or other material ~~he~~ they deem~~s~~ appropriate for an understanding of the application and make recommendations as to any requested waivers and as to findings of fact regarding the application.~~.~~

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Review of FY25 Financial Reports for Lisbon EMS Proposed Budget
Date: April 16, 2024

Summary

Recommendation

Attachments

1. April 16 meeting
2. LIsbon EMS staffing levels

Account	Account	22-23 Actual	7/1/23 to 11/30/23 Actual	Budget 23-24	Budget 24-25	Increase/Decrease
Income						
1001	Ambulance Income	$656,636.36	$303,205.26	$647,800.00	$ 650,000.00	$2,200.00
1001B	Income from Collection Agency	$1,717.55	$761.35			$0.00
	Transfer Income			$192,000.00	$ 135,000.00	-$57,000.00
1002	Charitable Donation	$121.00	$32.00	$200.00	$ 200.00	$0.00
1003	Interest Income	$3,359.42	$2,355.01	$600.00	$ 2,500.00	$1,900.00
1004	Event Coverage/CPR Classes	$8,477.50	$1,115.00	$6,800.00	$ 11,000.00	$4,200.00
1005	Fundraising			$300.00		-$300.00
1006	Grants					
1011	Town of Bowdoin	$111,542.32	$55,771.16			$0.00
1012	Town of Lisbon	$334,626.96	$167,313.48			$0.00
	Bowdoinham mutual aid		$26,100.00	$25,000.00	$11,000.00	-$14,000.00
1008	Misc (Audit roll over from 22-23)			$6,000.00		-$6,000.00
Expenses						
2110	Building Supplies	$738.70	$189.38	$1,300.00	$ 2,000.00	$700.00
2110A	Bottle Water	$29.94		$400.00	$ 400.00	$0.00
2121	Building Service Contract	$604.46		$700.00	$ 750.00	$50.00
2122	Landscaping and Plowing	$3,021.46		$5,000.00	$ 5,000.00	$0.00
2123	Building Repairs	$2,690.23	$1,927.41	$4,000.00	$ 4,500.00	$500.00
2123	Trash Removal	**$896.50**	**$700.24**	**$1,500.00**	**$ 2,000.00**	$500.00
2120	Repairs & Maintence					
2131	Cable TV, Internet, Phone	**$3,590.96**	**$2,132.23**	**$3,900.00**	**$ 5,600.00**	$1,700.00
2132	Electricity	**$3,063.88**	**$1,847.69**	**$3,500.00**	**$ 4,700.00**	$1,200.00
2133	Heating Oil	$2,403.63	$1,106.23	$5,000.00	$ 4,000.00	-$1,000.00
2132	Propane	$344.31		$450.00	$ 450.00	$0.00
2135	Water & Serwer	$821.36	$472.60	$1,200.00	$ 1,300.00	$100.00
2150	PR & Community Outreach	**$677.60**	**-$243.98**	**$300.00**	**$ 750.00**	$450.00
2200	Bank Fee Other	$91.00	$17.00	$60.00	$ 60.00	$0.00
2210	Interest Expense	$6,047.67				$0.00
2250	Credit Card Fees	**$48.00**	**$28.00**	**$250.00**	**$ 100.00**	-$150.00
2310	Education & Training	$2,144.16	$169.93	$3,500.00	$ 11,500.00	$8,000.00
2321	Employee Gift					$0.00
2320	Employee Benefits	$1,463.96	$90.88	$2,000.00	$ 2,000.00	$0.00
2322	Food Allowance	$438.00				
2325	Scheduling Software					
2330	Payroll	**$711,981.05**	**$411,455.22**	**$1,013,135.37**	$ 1,217,180.52	$204,045.15
2340	Stipend			**$14,000.00**	**$ 14,000.00**	$0.00
2350	Uniforms	$4,478.14	$1,855.48	$2,500.00	$ 4,000.00	$1,500.00
2360	Employee Health	$1,237.80		$2,500.00	$ 2,000.00	-$500.00
2410	ALS Intercept Fees	$3,100.00	$150.00	$5,000.00	$ 900.00	-$4,100.00
2420	Dispatching	$7,000.00		$7,000.00	$ 7,000.00	$0.00
2431	Medical Equipment PM	$6,463.80	$308.96	$6.00	$ 10,000.00	$9,994.00
2432	EMS Equipment	**$9,050.08**		**$6,000.00**	**$ 6,000.00**	$0.00
2441	Medical Oxygen	$3,080.03	$754.07	$3,500.00	$ 2,200.00	-$1,300.00
2442	Medical Supplies	**$28,014.00**	**$8,097.12**	**$28,000.00**	**$ 28,000.00**	$0.00
2443	Medication	**$120.14**		**$1,200.00**	**$ 800.00**	-$400.00
2445	Medical Director	$6,000.00	$2,500.00	$6,000.00	$ 5,000.00	-$1,000.00
2450	Medical Billing	**$26,071.43**	**$12,802.15**	**$25,912.00**	**$ 26,500.00**	$588.00
2460	Radio, Pagers & Equipment	$471.70		$2,000.00	$ 2,000.00	$0.00
2471	Registration & Inspection	$159.58	$157.94	$1,200.00	$ 400.00	-$800.00
2472	Vehicle Repair & Mainteance	$14,851.20	$2,530.74	$15,000.00	$ 17,000.00	$2,000.00
2473	Vehicle Fuel	**$24,596.05**	**$10,288.30**	**$23,000.00**	**$ 23,000.00**	$0.00
2474	Reimbursement for miles			**$800.00**	**$ 100.00**	-$700.00
2510	Computers	$5,679.55	$1,553.54	$6,000.00	$ 9,500.00	$3,500.00
	HIPAA/Privacy			$200.00	$ 200.00	$0.00

2520	Office Supplies	$1,552.54	$1,308.67	$1,800.00	$	2,000.00	$200.00
2530	Postage	$186.00	$7.21	$200.00	$	250.00	$50.00
2610	Accountant Fees	$650.00	$700.00	$6,750.00	$	6,750.00	$0.00
2621	Business Auto/Liability Insuran	$25,806.73	$5,134.00	$20,000.00	$	30,000.00	$10,000.00
2622	Business Liability Insurance						
2624	Health Insurance	**$12,858.17**	**$2,701.56**	**$36,000.00**	**$**	**48,000.00**	$12,000.00
2626	Workman's Comp Insurance	**$43,965.51**	**$9,022.47**	**$83,777.48**	**$**	**83,800.00**	$22.52
2630	Legal Fees	$210.00	$14,086.59	$700.00	$	3,000.00	$2,300.00
2640	Licenses & Permits	$2,911.94	$395.00	$2,300.00	$	2,300.00	$0.00
2600	Professional Fee Other		$337.50				$0.00
2710	In-House Fundraising Exp			$500.00			-$500.00
2800	Depreciation	$64,102.00					$0.00
	Chief Slush Fund			$1,000.00	$	1,000.00	$0.00
	Capital Improvement			$80,000.00	$	100,000.00	$20,000.00
Lisbon EMS excess cash on hand to reduce budget				-$100,000.00			$100,000.00
Total Income		$1,116,481.11	$556,653.26	$878,700.00		$809,700.00	-$69,000.00
Total Expense		$1,033,713.26	$494,584.13	$1,329,040.85		$1,697,990.52	$368,949.67
Over/Under			$62,069.13	$450,340.85		$888,290.52	$437,949.67

160	Town of Bowdoin	$111,388.32	$	177,658.10
	per capita			
	Town of Bowdoinham		$	177,658.10
900	Town of Lisbon	$334,164.96		$532,974.31
	per capita			

Project Name	Problem/Issue	Project year	Cost to Complete	
Neonate Car Seat		21-22	$1,500.00	
Bay Lighting repair/upgrade		21-22	$4,400.00	
IV Pumps		21-22	$5,000.00	$10,900.00
Tablet for Ambulance & Stock Room		22-23	$250.00	
Replace Ambulance		22-23	$98,480.73	
Stryker Purchase		22-23	$12,677.20	
Base Equipment		22-23	$0.00	
Medical Equipment		22-23	$0.00	$111,407.93
Replace Ambulance		23-24	$98,470.73	
Stryker Purchase		23-24	$12,677.20	
Fly Car		23-24	$46,419.83	
Used ambulance		23-24	$36,554.28	
Base Equipment		23-24	$1,500.00	
Medical Equipment		23-24	$1,500.00	$197,122.04
Used ambulance		24-25	$35,768.00	
Water Softener		24-25	$5,000.00	
Base Equipment		24-25	$1,500.00	
Medical Equipment		24-25	$1,500.00	
Bay repairs phase 3		22-23	$6,000.00	$44,768.00
Base Equipment		25-26	$1,500.00	
Medical Equipment		25-26	$1,500.00	
Used ambulance		25-26	$38,068.00	$41,068.00
Remount 44		26-27	$73,000.00	
Base Equipment		26-27	$1,500.00	
Medical Equipment		26-27	$1,500.00	
Used ambulance		26-27	$26,729.00	$102,729.00
Remount 44		27-28	$73,000.00	
Stair Chairs		27-28	$6,000.00	
Base Equipment		27-28	$2,000.00	
Medical Equipment		27-28	$2,000.00	$83,000.00
Remount 44		28-29	$73,000.00	
Base Equipment		28-29	$2,000.00	
Medical Equipment		28-29	$2,000.00	$77,000.00
Base Equipment		29-30	$2,000.00	
Medical Equipment		29-30	$2,000.00	$4,000.00
Base Equipment		30-31	$2,000.00	
Medical Equipment		30-31	$2,000.00	$4,000.00
Base Equipment		30-31	$2,000.00	
Medical Equipment		30-31	$2,000.00	
Replace Monitors x3		30-31	$160,000.00	
Driveway		30-31	$30,000.00	$194,000.00
Base Equipment		31-32	$2,500.00	
Medical Equipment		31-32	$2,500.00	$5,000.00
Base Equipment		32-33	$2,500.00	
Medical Equipment		32-33	$2,500.00	$5,000.00

Replace Ambulance		33-34	$150,000.00	
Base Equipment		33-34	$2,500.00	
Medical Equipment		33-34	$2,500.00	$155,000.00
		Total	**$874,994.97**	

Year	Capital Roll Over	Capital Increase	Capital Expense	Balance
2021-22	$156,000.00	$0.00	$10,900.00	$145,100.00
2022-23	$145,100.00	$50,675.64	$111,407.93	$84,367.71
2023-24	$84,367.71	$116,000.00	$197,122.04	$3,245.67
2024-25	$3,245.67	$100,000.00	$44,768.00	$58,477.67
2025-26	$58,477.67	$100,000.00	$41,068.00	$117,409.67
2026-27	$117,409.67	$100,000.00	$102,729.00	$114,680.67
2027-28	$114,680.67	$100,000.00	$83,000.00	$131,680.67
2028-29	$131,680.67	$100,000.00	$77,000.00	$154,680.67
2029-30	$154,680.67	$100,000.00	$4,000.00	$250,680.67
2030-31	$250,680.67	$100,000.00	$194,000.00	$156,680.67
2031-32	$156,680.67	$100,000.00	$5,000.00	$251,680.67
2032-33	$251,680.67	$115,000.00	$5,000.00	$361,680.67
2033-34	$361,680.67	$115,000.00	$155,000.00	$321,680.67

Lisbon Emergency, Inc.
Profit & Loss Budget vs. Actual
July 2023 through March 2024

	Jul '23 - Mar 24	Budget	$ Over Budget
Ordinary Income/Expense			
Income			
1001 · Ambulance Income			
1001B · Income from Collection Agency	1,161.12		
1001 · Ambulance Income - Other	513,658.85	633,440.70	-119,781.85
Total 1001 · Ambulance Income	514,819.97	633,440.70	-118,620.73
1002 · Charitable Donations	82.40	149.99	-67.59
1003 · Interest Income	4,252.67	450.00	3,802.67
1004 · Event Coverage & CPR Classes	7,065.16	5,099.99	1,965.17
1005 · Fundraising Income	0.00	225.00	-225.00
1006 · Grants	139,552.27		
1011 · Town of Bowdoin Income	111,542.32	83,656.74	27,885.58
1012 · Town of Lisbon Income	334,626.96	250,970.22	83,656.74
1016 · 1016 Bowdoinham Mutual Aid	52,850.00	37,499.99	15,350.01
Total Income	1,164,791.75	1,011,492.63	153,299.12
Gross Profit	1,164,791.75	1,011,492.63	153,299.12
Expense			
2100 · 42 Village Expenses			
Repairs & Maintenance			
2110 · Building Supplies			
2110a · Bottle Water	0.00	300.01	-300.01
2110 · Building Supplies - Other	189.38	975.01	-785.63
Total 2110 · Building Supplies	189.38	1,275.02	-1,085.64
2121 · Building Service Contracts	76.00	525.01	-449.01
2122 · Landscaping and Plowing	0.00	3,749.99	-3,749.99
2123 · Building Repairs & Maintenance	5,882.07	6,000.01	-117.94
2124 · Trash Removal	1,254.04	1,125.00	129.04
Repairs & Maintenance - Other	857.00		
Total Repairs & Maintenance	8,258.49	12,675.03	-4,416.54
Utilities			
2131 · Cable TV, Internet, Telephone	4,211.43	2,925.00	1,286.43
2132 · Electricity	2,866.36	2,625.02	241.34
2133 · Heating Oil	3,330.05	5,000.00	-1,669.95
2134 · Propane	0.00	450.00	-450.00
2135 · Water & Serwer	652.39	900.00	-247.61
Total Utilities	11,060.23	11,900.02	-839.79
Total 2100 · 42 Village Expenses	19,318.72	24,575.05	-5,256.33
2150 · P.R. & Community Outreach	-243.98	225.00	-468.98
2200 · Bank Fees			
2210 · Interest Expense	0.00	0.00	0.00
2200 · Bank Fees - Other	318.00	45.00	273.00
Total 2200 · Bank Fees	318.00	45.00	273.00
2250 · Credit Card Fees	58.00	187.51	-129.51
2300 · Employee			
2310 · Education & Training			
2311 · In House Training Fee Expense	169.93		

Lisbon Emergency, Inc.
Profit & Loss Budget vs. Actual
July 2023 through March 2024

	Jul '23 - Mar 24	Budget	$ Over Budget
2310 · Education & Training - Other	3,728.97	2,625.02	1,103.95
Total 2310 · Education & Training	3,898.90	2,625.02	1,273.88
2320 · Employee Benefits& Gifts			
2322 · Food Allowance	-47.12		
2320 · Employee Benefits& Gifts - Other	536.19	1,499.99	-963.80
Total 2320 · Employee Benefits& Gifts	489.07	1,499.99	-1,010.92
2330 · Payroll			
2336 · Payroll Taxes	207,811.49		
2337 · Wages & Salaries	540,828.25		
2338 · Payroll Expenses	2,148.05		
2330 · Payroll - Other	0.00	822,334.90	-822,334.90
Total 2330 · Payroll	750,787.79	822,334.90	-71,547.11
2340 · Stipends	223.00	6,000.00	-5,777.00
2350 · Uniforms	2,579.83	1,875.01	704.82
2360 · Infection Control/Employee Heal	0.00	1,875.01	-1,875.01
2300 · Employee - Other	58.83		
Total 2300 · Employee	758,037.42	836,209.93	-78,172.51
2400 · EMS Operations			
2410 · ALS Intercept Fees	350.00	3,750.02	-3,400.02
2420 · Dispatching	0.00	0.00	0.00
2430 · Medical Equipment			
2431 · Medical Equip PM & Service Con	9,023.60	5,700.00	3,323.60
2432 · EMS Equipment	1,167.19	4,500.00	-3,332.81
2433 · Ambluance Medication Cost	0.00	900.00	-900.00
2430 · Medical Equipment - Other	0.00	0.00	0.00
Total 2430 · Medical Equipment	10,190.79	11,100.00	-909.21
2440 · Medical Supplies			
2441 · Medical Oxygen	1,927.88	2,625.02	-697.14
2442 · Medical Supplies			
2442A · EMS Supplies - Grant	1,464.45		
2443 · Member PPE	-53.73		
2442 · Medical Supplies - Other	30,325.96	21,001.00	9,324.96
Total 2442 · Medical Supplies	31,736.68	21,001.00	10,735.68
2440 · Medical Supplies - Other	835.52		
Total 2440 · Medical Supplies	34,500.08	23,626.02	10,874.06
2445 · Medical Director	3,750.00	4,500.00	-750.00
2450 · Monthly Billing Fees	21,438.02	19,434.01	2,004.01
2460 · Radio's, Pager, & Equipment	0.00	1,499.99	-1,499.99
2470 · Vehicle expenses			
2471 · Registration & Inspection	244.44	900.00	-655.56
2472 · Vehicle Repair & Maintenance			
40 · 40 Repairs	495.00		
401 · 401 Repairs	209.90		
43 · 43 Repairs	3,498.02		
44 · 44 Repairs	2,787.14		
2472 · Vehicle Repair & Maintenance - Other	7.97	11,250.00	-11,242.03

Lisbon Emergency, Inc.
Profit & Loss Budget vs. Actual
July 2023 through March 2024

	Jul '23 - Mar 24	Budget	$ Over Budget
Total 2472 · Vehicle Repair & Maintenance	6,998.03	11,250.00	-4,251.97
2473 · Vehicle Fuel			
F40 · F40 Fuel	120.39		
F42 · F42 Fuel	502.47		
F43 · 43 Fuel	8,971.12		
F44 · 44 Fuel	5,990.47		
2473 · Vehicle Fuel - Other	61.07	17,249.00	-17,187.93
Total 2473 · Vehicle Fuel	15,645.52	17,249.00	-1,603.48
2470 · Vehicle expenses - Other	186.87		
Total 2470 · Vehicle expenses	23,074.86	29,399.00	-6,324.14
2400 · EMS Operations - Other	3.15		
Total 2400 · EMS Operations	93,306.90	93,309.04	-2.14
2474 · Reimbursement for Mileage	0.00	0.00	0.00
2500 · Office			
2510 · Computer & Software	2,137.19	4,500.00	-2,362.81
2515 · Hipaa compliance	0.00	149.99	-149.99
2520 · Office Supplies	2,782.46	1,850.00	932.46
2530 · Postage	146.29	149.90	-3.61
2500 · Office - Other	263.75		
Total 2500 · Office	5,329.69	6,649.89	-1,320.20
2600 · Professional Fees			
2610 · Accountant Fees	4,600.00	4,600.00	0.00
2620 · Insurance Expense			
2621 · Business Auto Insurance	0.00	14,999.90	-14,999.90
2622 · Liability Insurance	18,331.67		
2623 · Workman's Comp. Insurance	48,219.77	62,833.10	-14,613.33
2624 · Health Insurance	3,715.40	18,001.00	-14,285.60
Total 2620 · Insurance Expense	70,266.84	95,834.00	-25,567.16
2630 · Legal Fee	14,371.59	16,675.01	-2,303.42
2640 · Licenses & Permits	175.00	1,724.99	-1,549.99
2650 · Service Licenses	220.00		
2600 · Professional Fees - Other	1,012.50		
Total 2600 · Professional Fees	90,645.93	118,834.00	-28,188.07
2700 · Fundraiser Expenses			
2710 · Inside Fundraising Expense	0.00	374.99	-374.99
Total 2700 · Fundraiser Expenses	0.00	374.99	-374.99
2810 · Misc. Expense	0.00	750.01	-750.01
Total Expense	966,770.68	1,081,160.42	-114,389.74
Net Ordinary Income	198,021.07	-69,667.79	267,688.86
	198,021.07	**-69,667.79**	**267,688.86**

Lisbon & Bowdoin paid fouth quarter payment in third quarter

Net Income is -$53,075.52 after removing fourth quarter town payments and grant money.

Lisbon Emergency, Inc.
Profit & Loss Budget vs. Actual
July 2023 through March 2024

	Jul '23 - Mar 24	Budget	$ Over Budget

There is $26,650.30 in Capital Savings from the State EMS grant remaining

There is $300.92 left in Capital Savings from the Stephen King grant.

Gary Sinise Foundation Grant has been posted in 1006 Grants - total was $43,311.62

Lisbon Emergency, Inc.
Balance Sheet Prev Year Comparison
As of March 31, 2024

	Mar 31, 24	Mar 31, 23	$ Change
ASSETS			
Current Assets			
Checking/Savings			
1050 · TD Bank	6,901.91	19,915.62	-13,013.71
1100 · LCCU Checking	69,064.52	17,448.38	51,616.14
1110 · LCCU Savings	1,089.97	46,466.95	-45,376.98
1115 · LCCU Capital Savings	176,990.22	154,620.63	22,369.59
1120 · LCCU Money Market	122,526.11	130,104.49	-7,578.38
1135 · LCCU Donations	997.03	902.41	94.62
1150 · Androscoggin Bank	17,716.33	62,035.52	-44,319.19
1170 · Petty Cash	228.35	228.35	0.00
Total Checking/Savings	395,514.44	431,722.35	-36,207.91
Other Current Assets			
12000 · *Undeposited Funds	0.00	-150.00	150.00
Total Other Current Assets	0.00	-150.00	150.00
Total Current Assets	395,514.44	431,572.35	-36,057.91
Fixed Assets			
Accumulated			
Accum Depr Building	-94,586.00	-87,310.00	-7,276.00
Accum Depr Building Improvemen	-48,650.00	-48,650.00	0.00
Accum Depr Machinery & Equipmen	-301,466.00	-288,568.00	-12,898.00
Accum Depr Motor Vehicles	-182,585.00	-138,657.00	-43,928.00
Total Accumulated	-627,287.00	-563,185.00	-64,102.00
Fixed Assets			
Building	219,202.74	218,267.00	935.74
Building Improvements	68,294.00	68,294.00	0.00
Machinery and Equipment	365,813.06	362,293.13	3,519.93
Motor Vehicles	476,185.78	410,929.23	65,256.55
12500 · Medical Equipment	96,165.34	30,269.36	65,895.98
Total Fixed Assets	1,225,660.92	1,090,052.72	135,608.20
Total Fixed Assets	598,373.92	526,867.72	71,506.20
TOTAL ASSETS	**993,888.36**	**958,440.07**	**35,448.29**
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
1300 · Accounts Payable	-2,690.48	-2,690.48	0.00
Total Accounts Payable	-2,690.48	-2,690.48	0.00
Credit Cards			
1401 · WEX	0.00	1,952.52	-1,952.52
Total Credit Cards	0.00	1,952.52	-1,952.52
Other Current Liabilities			
1201 · Village Street Loan	0.00	25,827.70	-25,827.70
Total Other Current Liabilities	0.00	25,827.70	-25,827.70

Lisbon Emergency, Inc.
Balance Sheet Prev Year Comparison
As of March 31, 2024

	Mar 31, 24	Mar 31, 23	$ Change
Total Current Liabilities	-2,690.48	25,089.74	-27,780.22
Long Term Liabilities			
1208 · Aroostook Savings & Loan-Ambula	98,480.73	192,048.50	-93,567.77
Total Long Term Liabilities	98,480.73	192,048.50	-93,567.77
Total Liabilities	95,790.25	217,138.24	-121,347.99
Equity			
32000 · Unrestricted Net Assets	700,077.04	620,099.62	79,977.42
Net Income	198,021.07	121,202.21	76,818.86
Total Equity	898,098.11	741,301.83	156,796.28
TOTAL LIABILITIES & EQUITY	**993,888.36**	**958,440.07**	**35,448.29**

Calls 911	July	August	September	October	November	December	January	February	March	Total	911%	Grand Tota
Lisbon	72	74	66	56	60	69	77	87	84	645	69.13%	62.87%
Bowdoin	16	14	13	10	18	15	18	12	18	134	14.36%	13.06%
Bowdoinham	19	16	15	19	11	21	15	14	24	154	16.51%	15.01%
Lewiston	7	5	8	12	5	13	6	3	5	64		6.24%
Durham				2	1			1		4		0.39%
Sabattus		1	1	3		1				6		0.58%
Wales							1					
Transfers									19	19		
Total Lis&Bowdoins										933		
Grand Total	114	110	103	102	95	119	117	117	150	1026		
12 month average										1539		
Missed Calls												
Lisbon		5	3	6	4	1	5	4	2	30		
Bowdoin			1			2				3		
Bowdoinham						1				1		
Total		5	4	6	5	4	5	4	2	34		
12 month average										4.25		

July	No data on missed second calls
August	3x Ambulance already on call in Lisbon, 1x on call in Bowdoin, 1x on call in Sabattus
September	3x Ambulance already on calls in Lisbon - 1x Ambulance on call in Bowdoin
October	3x Ambulance already on calls in Lisbon - 2x Ambulance on call in Bowdoin
November	1x Ambulance already on call in Lisbon
December	1x Ambulance already on call in Bowdoin - 2x Ambulance on call in Lisbon - 1x Ambulance on call in Lewiston
January	1x Two patients after 18:00, 1x 00:39 on call in Lisbon, 03:19 1x On call in Lisbon, Lisbon 13:30 two ambulances in Bowdoinham for cardiac arrest, 1x 18:40 on call in Bowdoin
February	1x 22:00 on call in Bowdoinham - 1x 06:32 on call in Lisbon = 1x 21:20 on call in Lisbon - 17:00 - on call in Lisbon

Lisbon Emergency Staffing Levels FY 23/24

Staffing Level	23-Jul	23-Aug	23-Sep	23-Oct	23-Nov	23-Dec	24-Jan	24-Feb	24-Mar	24-Apr	24-May	24-Jun	Average
24 HR Truck Paramedic	100%	98%	100%	100%	100%	98%	100%	100%	100%				99.56%
24 HR Truck AEMT		2%				2%							0.44%
12 Hour Truck Paramedic	53%	80%	60%	49%	69%	78%	93%	90%	91%				73.67%
12 Hour Truck AEMT	38%	17%	18%	33%	19%	16%		7%	6%				17.11%
12 Hour Truck EMT	9%	3%	22%	18%	12%	6%	7%	3%	3%				9.22%
# of days 12 Hour truck not staffed	0	1	3	4	6	4	3	1	0				2

Town of Lisbon

Town Council
Harry Moore, Jr., *Chair*
Ray Robishaw, *Vice Chair*
Christine Cain
Don Fellows
Jo-Jean Keller
Fern Larochelle
Mark Lunt

MEMO

To: Town Council / Finance Committee / Glenn Michalowski, Town Manager / Sarah Bennett, Assistant Town Manager
From: Samantha Bryant, Finance Director
Subject: Statutory Quarterly Finance Report
Date: April 8, 2024

Per Town Code:
The finance director shall submit quarterly investment reports to the town manager and town council. The report shall list the institution, investment type, amount, interest rate, maturity, current market value (for maturities of over three months), and the aggregate rate of return on the investments for the quarter.

To ensure that adequate cash flows are available for town use, a cash flow budget report will also be required quarterly.

At the end of the fiscal year, the finance director will provide an aggregate report of the investments and the rate of return achieved.

Per State Law 30A MRSA 5603.2.B:
Upon request, provide an account of the finances of the municipality and exhibit the official records to the municipal officers or to any committee appointed by them to examine the accounts. The municipal officers shall examine the treasurer's accounts at least once every 3 months;

Investment Report

Institution	Investment Type	Current Value	Current Yield	Maturity
Northeast Bank	Money Market Account	$2,090,236.71	5.23%	n/a
Northeast Bank	Certificate of Deposit	$504,762.41	5.30%	7/25/24
Portland Trust Co	Mutual Fund	$1,334,452.71	5.23%	n/a
Portland Trust Co	Mutual Fund	$1,145,361.31	5.23%	n/a
Lisbon Community Federal Credit Union	Savings Account	$5,930.50	0.20%	n/a
Lisbon Community Federal Credit Union	Certificate of Deposit	$21,659.79	2.75%	7/15/24
Androscoggin Bank	Checking Account	$8,517,657.75	2.70%	n/a

Cash Flow Budget Report

Starting with this quarter, I will be looking at all Town cash holdings, not just the Androscoggin sweep account when doing this analysis.

At the end of the third quarter of fiscal year 2024, the Town had $13,620,061.18 in cash compared to $10,197,120.84 last quarter. The primary reason for the $3,422,940.34 increase is that March 16th was the deadline for the second installment of property tax payments. At the end of the third quarter of fiscal year 2023 the Town had $13,470,437.27 in total cash, which is comparable to now.

Treasurer's Accounts Review

Enclosed is a report from our financial software showing expenses and revenues through the third quarter of fiscal year 2024. Please note these amounts have not yet been reconciled and should not be treated as final. Once the backlog of reconciliation is completed, these reports will be more accurate and worthwhile. All accounts except the Town General Fund operating bank account have been reconciled in our accounting software through March 2024.

With the above caveat, expenses overall appear to be in line with the FY24 Budget (75% of the way through the year we've spent….75.1% of the budgeted amount).

Above 75% of Budget:

- Economic Development – Annual support from Dingley TIF per budget hasn't been contributed yet. This is an accounting measure that will be completed by end of the fiscal year.
- General Assistance – Due to demand, total General Assistance requested is exceeding budget.
- Miscellaneous – This includes an accounting measure for overlay that inflates expenses by ~$228k
- County Tax, Liability Insurance, Technology – these all include payments that are made at the beginning of the year to cover the entire fiscal year
- Emergency Management – This includes 3 quarters of payments to LEMS as we pay in advance each quarter.
- Other Public Works – This includes 3 quarters of hydrant rental payments.

Below 50% of Budget

- Appeals Board – expenses are based on appeals filed;
- Legal – Bills lag a month or two months behind;
- Code Enforcement – Health insurance expenses for staff far lower than budgeted; permit revenues much higher than budgeted;

Revenues appear to be exceeding budget:

- Excise taxes are ahead of budget, as vehicle prices continue to remain elevated.
- Due to elevated interest rates, investment earnings continue to overperform budgeted amounts.
- Building permits are above budget due to the Springworks construction.
- Transfer station revenues are above 50% because permit fees are collected at the beginning of fiscal year.
- Parks and Rec are seeing additional participants in programs this fiscal year, leading to higher revenues.

Row Labels	Sum of REVISED BUDGET	Sum of YTD ACTUAL	Sum of Field1
17070500	$68,972.00	$97,474.02	141.32%
13031000	$17,174.00	$17,336.55	100.95%
18085000	$944,694.00	$944,694.12	100.00%
14043000	$342,630.00	$336,013.04	98.07%
12026500	$387,715.15	$365,034.11	94.15%
38081000	$738,126.00	$690,429.09	93.54%
12025500	$123,516.00	$106,745.35	86.42%
12021600	$35,206.20	$29,280.87	83.17%
12051500	$346,592.00	$264,830.51	76.41%
12028000	$7,707,325.00	$5,793,557.22	75.17%
15053500	$645,007.24	$483,393.83	74.94%
14040500	$2,360,932.13	$1,705,891.22	72.25%
15050500	$2,517,153.27	$1,771,093.76	70.36%
14046000	$383,195.11	$266,867.60	69.64%
12021000	$483,014.33	$333,236.27	68.99%
16060500	$465,470.98	$319,095.45	68.55%
12023500	$306,677.85	$207,650.89	67.71%
16061500	$609,593.00	$408,897.90	67.08%
16062000	$65,179.00	$41,515.00	63.69%
14041500	$1,028,409.30	$626,785.75	60.95%
12022500	$173,142.70	$105,107.88	60.71%
14045000	$78,763.00	$47,625.95	60.47%
12023000	$270,166.38	$162,194.17	60.03%
12024000	$135,067.00	$79,932.22	59.18%
15052000	$430,761.59	$238,935.13	55.47%
12020500	$31,552.60	$16,135.86	51.14%
15051000	$499,039.00	$253,773.17	50.85%
12022000	$70,000.00	$29,397.76	42.00%
13030500	$7,203.00	$2,447.28	33.98%
12024500	$104,357.00	$18,824.93	18.04%
12021500	$1,342.28	$174.84	13.03%
18080500	-$15,840.00	$0.00	0.00%
17073501	$0.00	-$37.10	#DIV/0!
17073001	$0.00	-$190.23	#DIV/0!
17071501	$0.00	-$12,870.70	#DIV/0!
12090100	$0.00	$13,605.41	#DIV/0!
17072001	$0.00	-$10,602.66	#DIV/0!
12027500	$0.00	$294,288.59	#DIV/0!
17072501	$0.00	-$5,080.09	#DIV/0!
Grand Total	**$21,362,137.11**	**$16,043,484.96**	**75.10%**

ORG	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES
12020000	40001	**40001 Real estate and personal**	-15,902,056	-15,902,056	0.00
12020000	40002	**40002 In lieu of property taxe**	-9,000	-18,230.11	0.00
12020000	40020	**40020 Motor vehicle excise tax**	-1,600,000	-1,339,385.50	398.25
12020000	40021	**40021 Boat excise taxes**	-7,000	-2,008.30	0.00
12020000	40030	**40030 Interest/Penalties on Ta**	-36,000	-10,714.94	0.00
12020000	40160	**40160 Registration Fees**	-40,000	-30,387.75	0.00
12020000	40226	**40226 State revenue sharing**	-2,220,323	-1,645,608.19	0.00
12020000	40227	**40227 Urban road initiative pr**	-101,000	-116,588.00	0.00
12020000	40230	**40230 Homestead exemption**	-860,015	-983,937.00	0.00
12020000	40231	**40231 Veterans Reimbursement**	-10,000	-13,246.00	0.00
12020000	40232	**40232 Tree Growth Reimbursemen**	-16,000	-15,038.84	0.00
12020000	40233	**40233 BETE Reimbursement**	-250,596	-250,596.00	0.00
12020000	40235	**40235 State Road Revenue**	-21,727	-2,769.29	0.00
12020000	40260	**40260 Fax Rev**	0	-5.00	0.00
12020000	40261	**40261 Copier Revenue**	-250	-44.75	0.00
12020000	40262	**40262 NSF Fees**	-500	-25.00	0.00
12020000	40901	**40901 Sewer Dept Admin Reimbur**	-18,287	0.00	0.00
12020000	40902	**40902 Sewer Dept Benefit Reimb**	-6,071	0.00	0.00
12020000	40903	**40903 Water Dept Admin Reimbur**	-14,192	-9,226.00	0.00
12020000	40904	**40904 Water Dept Benefit Reimb**	-5,122	-3,810.64	0.00
12020000	40905	**40905 Water Dept IT Reimbursem**	-4,800	-2,733.36	0.00
12020000	40906	**40906 Water Dept Insur Reimbur**	-19,593	-19,306.00	0.00
12020000	40991	**40991 Misc Revenue**	0	-104,167.84	0.00
12020000	44409	**44409 Investment earnings**	-100,000	-263,630.09	0.00
12020000	44410	**44410 Cash Over/Short**	0	161.24	0.00
12020000	48033	**48033 Insurance Claim Revenue**	0	-2,310.57	0.00
12020000	53945	**53945 Insurance Claim Expense**	0	1,000.00	0.00
12020000	12020000	**12020000 General Government**			
12020500	50108	**50108 Elected officials**	22,583	9,900.30	0.00
12020500	50202	**50202 Workers compensation ins**	92	-25.38	0.00
12020500	50230	**50230 FICA taxes**	1,728	672.49	0.00
12020500	50301	**50301 Office supplies**	250	12.80	0.00
12020500	50305	**50305 Books and periodicals**	150	0.00	0.00
12020500	50306	**50306 Postage**	50	0.00	0.00
12020500	50307	**50307 Advertising**	0	989.14	0.00
12020500	50401	**50401 Professional employee tr**	500	0.00	0.00
12020500	50960	**50960 Employee Recognition**	6,200	4,586.51	35.98
12020500	12020500	**12020500 Elected Officals**			
12021000	50101	**50101 Town Manager**	113,300	112,218.46	9,559.02
12021000	50104	**50104 Non-supervisory wages**	177,842	116,239.55	12,499.45
12021000	50107	**50107 Admin Wages**	48,735	11,447.87	575.21
12021000	50201	**50201 Unemployment Costs**	236	0.00	0.00
12021000	50202	**50202 Workers compensation ins**	4,850	3,222.93	0.00
12021000	50210	**50210 Maine State retirement**	34,667	13,935.38	0.00
12021000	50220	**50220 Health insurance**	31,427	25,142.63	0.00
12021000	50230	**50230 FICA taxes**	34,667	18,171.86	1,774.72

12021000	50231	**50231 Medicare taxes**	0	0.00	1,015.38
12021000	50301	**50301 Office supplies**	2,000	1,322.75	35.97
12021000	50306	**50306 Postage**	75	187.02	0.00
12021000	50307	**50307 Advertising**	1,000	79.99	0.00
12021000	50352	**50352 Cell Phone allowance**	1,260	917.95	96.90
12021000	50401	**50401 Professional employee tr**	7,000	4,887.50	145.00
12021000	50402	**50402 Dues and memberships**	2,000	1,910.88	0.00
12021000	50412	**50412 Meals & Lodging**	0	1,447.04	116.74
12021000	50413	**50413 Mileage/Travel Reimburse**	6,020	2,113.95	144.72
12021000	50451	**50451 Contracted Professional**	5,000	6,548.76	0.00
12021000	50452	**50452 Audit services**	12,934	13,441.75	0.00
12021000	12021000	**12021000 Town Manager**			
12021500	50108	**50108 Elected officials**	788	145.44	0.00
12021500	50202	**50202 Workers compensation ins**	4	-15.58	0.00
12021500	50230	**50230 FICA taxes**	60	11.16	0.00
12021500	50301	**50301 Office supplies**	50	33.82	0.00
12021500	50306	**50306 Postage**	50	0.00	0.00
12021500	50307	**50307 Advertising**	250	0.00	0.00
12021500	50401	**50401 Professional employee tr**	140	0.00	0.00
12021500	12021500	**12021500 Appeals Board**			
12021600	40265	**40265 Planning/Appeals Fees**	0	-2,857.50	0.00
12021600	50104	**50104 Non-supervisory wages**	0	64.64	32.32
12021600	50108	**50108 Elected officials**	5,250	5,650.35	974.64
12021600	50202	**50202 Workers compensation ins**	25	-9.32	0.00
12021600	50230	**50230 FICA taxes**	402	437.11	77.12
12021600	50301	**50301 Office supplies**	250	416.09	39.59
12021600	50306	**50306 Postage**	200	11.54	0.00
12021600	50307	**50307 Advertising**	1,000	551.04	0.00
12021600	50401	**50401 Professional employee tr**	400	0.00	0.00
12021600	50451	**50451 Contracted Professional**	27,679	25,016.92	0.00
12021600	12021600	**12021600 Planning Board**			
12022000	29099	**29099 Condemned Bldg-Union Str**	0	-1,475.00	0.00
12022000	40991	**40991 Misc Revenue**	0	-2,500.00	0.00
12022000	50450	**50450 Legal expense**	70,000	33,360.04	5,050.00
12022000	50451	**50451 Contracted Professional**	0	12.72	0.00
12022000	12022000	**12022000 Legal**			
12022500	40100	**40100 Business licenses**	-18,500	-12,425.00	0.00
12022500	40110	**40110 Clerk Fees**	0	-304.38	0.00
12022500	40112	**40112 Vital Records**	-9,000	-6,327.40	0.00
12022500	40113	**40113 Animal Licenses**	-750	-535.00	0.00
12022500	40263	**40263 Notary Fees**	0	-1,534.00	0.00
12022500	50102	**50102 Department Head Wages**	64,272	48,204.00	4,945.30
12022500	50104	**50104 Non-supervisory wages**	51,903	45,086.86	6,525.97
12022500	50108	**50108 Elected officials**	0	212.25	168.80
12022500	50130	**50130 Temporary/seasonal wages**	10,000	3,079.33	1,359.30
12022500	50140	**50140 Overtime wages**	2,600	1,185.70	641.68
12022500	50201	**50201 Unemployment Costs**	239	0.00	0.00

12022500	50202	**50202 Workers compensation ins**	603	-77.38	0.00
12022500	50210	**50210 Maine State retirement**	10,330	8,189.63	0.00
12022500	50220	**50220 Health insurance**	15,304	5,443.69	0.00
12022500	50230	**50230 FICA taxes**	9,852	7,348.64	838.04
12022500	50231	**50231 Medicare taxes**	0	0.00	443.42
12022500	50301	**50301 Office supplies**	5,300	1,108.65	67.60
12022500	50302	**50302 Operating supplies**	0	325.30	0.00
12022500	50306	**50306 Postage**	4,200	989.44	0.00
12022500	50307	**50307 Advertising**	1,800	0.00	0.00
12022500	50308	**50308 Printing**	5,200	2,992.67	2,509.03
12022500	50352	**50352 Cell Phone allowance**	420	317.65	32.30
12022500	50401	**50401 Professional employee tr**	2,000	1,015.00	80.00
12022500	50402	**50402 Dues and memberships**	400	192.00	0.00
12022500	50412	**50412 Meals & Lodging**	1,010	373.38	0.00
12022500	50413	**50413 Mileage/Travel Reimburse**	450	847.71	0.00
12022500	50451	**50451 Contracted Professional**	2,260	84.41	0.00
12022500	50455	**50455 Profesional Services**	10,450	-886.27	0.00
12022500	50536	**50536 R&M: Equipment**	2,800	201.00	0.00
12022500	12022500	**12022500 Clerk**			
12023000	50102	**50102 Department Head Wages**	90,281	69,791.47	7,036.27
12023000	50104	**50104 Non-supervisory wages**	94,947	70,975.08	20,492.78
12023000	50140	**50140 Overtime wages**	1,500	560.23	709.88
12023000	50201	**50201 Unemployment Costs**	177	0.00	0.00
12023000	50202	**50202 Workers compensation ins**	870	-48,948.17	48,637.50
12023000	50210	**50210 Maine State retirement**	18,966	18,565.55	0.00
12023000	50220	**50220 Health insurance**	37,244	15,783.33	0.00
12023000	50230	**50230 FICA taxes**	14,225	12,273.93	2,117.06
12023000	50301	**50301 Office supplies**	3,000	1,476.88	14.15
12023000	50302	**50302 Operating supplies**	0	76.98	0.00
12023000	50306	**50306 Postage**	1,000	1,724.46	0.00
12023000	50352	**50352 Cell Phone allowance**	420	317.65	32.30
12023000	50401	**50401 Professional employee tr**	4,400	525.00	1,355.00
12023000	50402	**50402 Dues and memberships**	500	275.00	0.00
12023000	50413	**50413 Mileage/Travel Reimburse**	1,000	444.69	0.00
12023000	50451	**50451 Contracted Professional**	1,636	17,852.09	6,344.20
12023000	50805	**50805 Interest expense**	0	500.00	0.00
12023000	12023000	**12023000 Finance**			
12023500	50102	**50102 Department Head Wages**	58,241	0.00	0.00
12023500	50104	**50104 Non-supervisory wages**	122,010	125,512.95	0.00
12023500	50140	**50140 Overtime wages**	2,500	2,519.64	0.00
12023500	50201	**50201 Unemployment Costs**	236	0.00	0.00
12023500	50202	**50202 Workers compensation ins**	839	-260.05	0.00
12023500	50210	**50210 Maine State retirement**	18,276	29,773.59	0.00
12023500	50220	**50220 Health insurance**	78,270	33,812.29	0.00
12023500	50230	**50230 FICA taxes**	13,707	9,008.49	0.00
12023500	50301	**50301 Office supplies**	3,000	1,390.52	148.00
12023500	50306	**50306 Postage**	8,000	4,664.74	0.00

12023500	50401	**50401 Professional employee tr**	1,000	950.00	55.00
12023500	50402	**50402 Dues and memberships**	100	30.00	0.00
12023500	50413	**50413 Mileage/Travel Reimburse**	500	146.72	0.00
12023500	50470	**50470 Registry Services**	0	102.00	0.00
12023500	12023500	**12023500 Tax Collection**			
12024000	50102	**50102 Department Head Wages**	0	31,002.56	4,709.30
12024000	50104	**50104 Non-supervisory wages**	50,690	22,498.48	0.00
12024000	50201	**50201 Unemployment Costs**	59	0.00	0.00
12024000	50202	**50202 Workers compensation ins**	238	-96.00	0.00
12024000	50210	**50210 Maine State retirement**	5,171	11,332.00	0.00
12024000	50220	**50220 Health insurance**	3,231	4,292.40	0.00
12024000	50230	**50230 FICA taxes**	3,878	4,153.43	360.33
12024000	50301	**50301 Office supplies**	1,700	2,323.84	0.00
12024000	50305	**50305 Books and periodicals**	0	45.00	0.00
12024000	50306	**50306 Postage**	400	411.86	0.00
12024000	50308	**50308 Printing**	350	0.00	0.00
12024000	50352	**50352 Cell Phone allowance**	0	212.65	32.30
12024000	50401	**50401 Professional employee tr**	600	590.00	35.00
12024000	50402	**50402 Dues and memberships**	200	75.00	0.00
12024000	50413	**50413 Mileage/Travel Reimburse**	700	0.00	43.89
12024000	50451	**50451 Contracted Professional**	35,000	2,750.00	0.00
12024000	50470	**50470 Registry Services**	850	341.00	18.00
12024000	50624	**50624 Mapping & Microfiliming**	2,000	0.00	0.00
12024000	53935	**53935 Revaluation**	30,000	0.00	0.00
12024000	12024000	**12024000 Assessor**			
12024500	40114	**40114 Plumbing permits**	-7,500	-4,328.75	0.00
12024500	40116	**40116 Code Enforcement Fines**	0	-500.00	0.00
12024500	40266	**40266 Construction Fees**	-30,000	-64,068.42	0.00
12024500	40269	**40269 Electrical Permits**	-9,000	-9,606.53	0.00
12024500	40710	**40710 Codes-Sign**	0	-150.00	0.00
12024500	50102	**50102 Department Head Wages**	79,573	63,084.36	6,369.48
12024500	50104	**50104 Non-supervisory wages**	18,211	15,712.42	1,527.23
12024500	50201	**50201 Unemployment Costs**	118	0.00	0.00
12024500	50202	**50202 Workers compensation ins**	2,747	1,781.55	0.00
12024500	50210	**50210 Maine State retirement**	8,117	5,176.46	0.00
12024500	50220	**50220 Health insurance**	27,270	3,927.78	0.00
12024500	50230	**50230 FICA taxes**	7,481	6,222.11	605.68
12024500	50301	**50301 Office supplies**	1,600	394.13	0.00
12024500	50302	**50302 Operating supplies**	0	23.50	0.00
12024500	50306	**50306 Postage**	200	121.78	0.00
12024500	50352	**50352 Cell Phone allowance**	420	317.65	32.30
12024500	50375	**50375 Gas**	850	500.64	0.00
12024500	50401	**50401 Professional employee tr**	800	51.25	0.00
12024500	50402	**50402 Dues and memberships**	120	35.00	0.00
12024500	50413	**50413 Mileage/Travel Reimburse**	0	100.00	0.00
12024500	50501	**50501 Vehicle Repairs**	200	30.00	0.00
12024500	50624	**50624 Mapping & Microfiliming**	3,150	0.00	0.00

12024500	12024500	**12024500 Code Enforcement**			
12025500	50221	**50221 HRA Costs**	34,500	15,836.45	0.00
12025500	50601	**50601 General Liability**	6,650	7,964.45	0.00
12025500	50602	**50602 Vehicle Insurance**	23,033	21,404.31	87.00
12025500	50603	**50603 Police Liability**	6,097	6,611.84	0.00
12025500	50604	**50604 Property Insurance**	43,728	47,875.00	0.00
12025500	50606	**50606 Crime Insurance**	489	474.11	0.00
12025500	50607	**50607 Public Officials**	1,777	1,846.44	0.00
12025500	50608	**50608 Employment Liability**	2,371	2,644.75	0.00
12025500	50609	**50609 Public Officials Bond In**	3,422	2,088.00	0.00
12025500	50610	**50610 Critical Incident Ins.**	1,449	0.00	0.00
12025500	12025500	**12025500 Liability Insurance**			
12026500	50360	**50360 Minor equipment**	31,200	30,582.40	84.39
12026500	50454	**50454 Internet and website hos**	14,256	16,812.34	3,523.77
12026500	50521	**50521 Network Maintenance**	0	6,676.49	0.00
12026500	50530	**50530 Software and Services**	280,259	252,922.88	7,439.09
12026500	50532	**50532 R&M Office Equipment**	0	1,811.71	0.00
12026500	50536	**50536 R&M: Equipment**	62,000	56,228.29	1,135.29
12026500	12026500	**12026500 Technology**			
12027500	50930	**50930 Tax overlay**	0	228,131.17	0.00
12027500	50935	**50935 TIF Payments**	0	66,157.42	64,411.94
12027500	12027500	**12027500 Miscellaneous General**			
12028000	51300	**51300 Required Local Share**	4,811,095	3,441,611.97	0.00
12028000	51310	**51310 Add'l Local Share**	2,448,583	2,016,209.97	0.00
12028000	51320	**51320 Local Share Debt**	430,229	322,671.78	0.00
12028000	51330	**51330 Local Share Adult Educat**	17,418	13,063.50	0.00
12028000	12028000	**12028000 School Required**			
12051500	50104	**50104 Non-supervisory wages**	13,283	9,163.22	1,092.59
12051500	50201	**50201 Unemployment Costs**	59	0.00	0.00
12051500	50202	**50202 Workers compensation ins**	613	557.14	0.00
12051500	50230	**50230 FICA taxes**	1,017	697.97	83.70
12051500	50302	**50302 Operating supplies**	6,500	5,434.03	300.40
12051500	50510	**50510 Electricity**	48,000	32,793.76	1,783.45
12051500	50511	**50511 Water usage fees**	2,622	1,188.00	0.00
12051500	50512	**50512 Telephone and Internet**	10,500	15,354.73	1,467.31
12051500	50513	**50513 Sewer Expense**	857	351.37	0.00
12051500	50514	**50514 Heating Fuel**	20,000	13,217.39	1,405.37
12051500	50515	**50515 Natural Gas**	37,000	17,525.17	4,019.38
12051500	50520	**50520 Building Expense**	138,141	113,351.49	832.75
12051500	50536	**50536 R&M: Equipment**	45,000	34,503.75	0.00
12051500	50549	**50549 R & M Buildings**	23,000	20,339.17	0.00
12051500	50705	**50705 Buildings**	0	353.32	0.00
12051500	12051500	**12051500 Town Buildings**			
12090100	50901	**50901 Tax abatements**	0	2,406.52	0.00
12090100	50902	**50902 tax overpayment refund**	0	11,198.89	0.00
12090100	12090100	**12090100 Abatements**			
13030500	50102	**50102 Department Head Wages**	5,901	1,983.06	0.00

13030500	50202	**50202 Workers compensation ins**	198	59.22	0.00
13030500	50210	**50210 Maine State retirement**	602	253.80	0.00
13030500	50230	**50230 FICA taxes**	452	143.82	0.00
13030500	50301	**50301 Office supplies**	50	7.38	0.00
13030500	13030500	**13030500 Health Officer**			
13031000	40228	**40228 General assistance reimb**	-28,350	-28,453.93	0.00
13031000	50102	**50102 Department Head Wages**	0	2,002.00	400.00
13031000	50140	**50140 Overtime wages**	2,500	200.00	0.00
13031000	50202	**50202 Workers compensation ins**	12	-38.19	0.00
13031000	50210	**50210 Maine State retirement**	255	160.22	0.00
13031000	50220	**50220 Health insurance**	0	135.87	0.00
13031000	50230	**50230 FICA taxes**	192	259.35	30.60
13031000	50301	**50301 Office supplies**	800	232.58	0.00
13031000	50306	**50306 Postage**	100	81.87	0.00
13031000	50352	**50352 Cell Phone allowance**	365	140.00	0.00
13031000	50401	**50401 Professional employee tr**	800	480.00	0.00
13031000	50402	**50402 Dues and memberships**	0	40.00	0.00
13031000	50440	**50440 General Assistance**	40,500	42,740.78	978.86
13031000	50441	**50441 Fuel assistance**	0	-644.00	0.00
13031000	13031000	**13031000 General Assistance**			
14040500	40400	**40400 Court fines**	0	-833.43	0.00
14040500	40401	**40401 Parking Tickets**	0	-675.00	0.00
14040500	40410	**40410 Police Report Fees**	-1,800	-854.72	0.00
14040500	40411	**40411 Restitution**	0	-250.00	0.00
14040500	40412	**40412 Concealed Weapon Permit**	0	-258.00	0.00
14040500	40420	**40420 SRO Reimbursement**	-76,837	-26,366.88	0.00
14040500	40421	**40421 School Detail**	-7,000	-3,746.97	0.00
14040500	40990	**40990 Misc. Fees**	-200	-28.83	0.00
14040500	40991	**40991 Misc Revenue**	-106,359	-2,499.00	0.00
14040500	50102	**50102 Department Head Wages**	98,144	40,905.07	3,806.70
14040500	50104	**50104 Non-supervisory wages**	1,098,057	825,137.73	84,982.01
14040500	50107	**50107 Admin Wages**	53,603	39,000.39	5,199.84
14040500	50116	**50116 Union Negotiations**	17,000	0.00	0.00
14040500	50117	**50117 Misc. Police Detail**	10,000	4,659.75	-330.07
14040500	50130	**50130 Temporary/seasonal wages**	34,994	8,450.64	1,056.72
14040500	50140	**50140 Overtime wages**	47,704	57,111.91	6,134.32
14040500	50143	**50143 Court Time**	5,000	1,748.40	0.00
14040500	50145	**50145 Replacement Wages**	170,178	105,159.00	15,352.23
14040500	50201	**50201 Unemployment Costs**	1,309	-1,851.15	0.00
14040500	50202	**50202 Workers compensation ins**	74,449	47,198.84	0.00
14040500	50210	**50210 Maine State retirement**	187,115	191,233.51	0.00
14040500	50220	**50220 Health insurance**	354,949	151,536.82	0.00
14040500	50230	**50230 FICA taxes**	116,103	78,713.14	8,682.24
14040500	50231	**50231 Medicare taxes**	0	0.00	-8,464.12
14040500	50260	**50260 Uniform Cleaning**	500	0.00	0.00
14040500	50301	**50301 Office supplies**	5,150	1,688.56	64.36
14040500	50302	**50302 Operating supplies**	28,608	18,070.20	5,053.31

14040500	50306	**50306 Postage**	300	266.06	0.00
14040500	50307	**50307 Advertising**	200	42.53	0.00
14040500	50308	**50308 Printing**	3,400	2,129.25	0.00
14040500	50349	**50349 Recruitment Testing**	1,750	1,375.00	0.00
14040500	50351	**50351 Clothing/Boot Allowance**	21,800	12,130.93	26.39
14040500	50352	**50352 Cell Phone allowance**	6,634	6,185.19	621.89
14040500	50353	**50353 Physicals**	1,900	0.00	0.00
14040500	50375	**50375 Gas**	33,775	24,069.51	0.00
14040500	50377	**50377 Diesel**	234	28.13	0.00
14040500	50378	**50378 Tires Expense**	6,628	2,600.59	0.00
14040500	50401	**50401 Professional employee tr**	33,568	16,658.31	1,785.24
14040500	50402	**50402 Dues and memberships**	0	0.00	-72.00
14040500	50413	**50413 Mileage/Travel Reimburse**	450	250.00	0.00
14040500	50415	**50415 Education Program**	2,608	0.00	0.00
14040500	50501	**50501 Vehicle Repairs**	13,000	8,509.69	948.70
14040500	50512	**50512 Telephone and Internet**	7,768	4,168.93	184.75
14040500	50532	**50532 R&M Office Equipment**	2,000	0.00	0.00
14040500	50536	**50536 R&M: Equipment**	5,500	802.00	0.00
14040500	50710	**50710 Equipment**	18,750	8,664.64	93.00
14040500	50720	**50720 Equipment – vehicles**	90,000	84,760.48	0.00
14040500	14040500	**14040500 Police**			
14041500	50102	**50102 Department Head Wages**	95,232	65,996.06	5,680.98
14041500	50104	**50104 Non-supervisory wages**	196,816	148,238.22	18,666.85
14041500	50130	**50130 Temporary/seasonal wages**	208,526	102,853.57	10,532.93
14041500	50140	**50140 Overtime wages**	0	211.56	0.00
14041500	50201	**50201 Unemployment Costs**	1,253	0.00	0.00
14041500	50202	**50202 Workers compensation ins**	68,528	35,603.92	0.00
14041500	50210	**50210 Maine State retirement**	29,789	35,514.09	0.00
14041500	50220	**50220 Health insurance**	98,845	44,231.25	0.00
14041500	50230	**50230 FICA taxes**	38,294	23,229.14	2,593.99
14041500	50260	**50260 Uniform Cleaning**	0	-16.15	0.00
14041500	50301	**50301 Office supplies**	500	297.06	0.00
14041500	50302	**50302 Operating supplies**	9,000	7,623.53	25.83
14041500	50306	**50306 Postage**	75	46.20	0.00
14041500	50351	**50351 Clothing/Boot Allowance**	6,000	2,899.75	0.00
14041500	50352	**50352 Cell Phone allowance**	420	333.80	0.00
14041500	50353	**50353 Physicals**	5,000	2,916.00	0.00
14041500	50370	**50370 Parts - supplies**	6,200	5,734.42	0.00
14041500	50375	**50375 Gas**	2,400	1,883.01	0.00
14041500	50377	**50377 Diesel**	8,420	8,790.52	0.00
14041500	50378	**50378 Tires Expense**	4,800	84.00	0.00
14041500	50401	**50401 Professional employee tr**	7,500	2,441.49	188.81
14041500	50413	**50413 Mileage/Travel Reimburse**	150	39.20	0.00
14041500	50490	**50490 Capital Projects Reserve**	75,000	0.00	0.00
14041500	50511	**50511 Water usage fees**	599	325.22	0.00
14041500	50512	**50512 Telephone and Internet**	2,508	2,054.52	174.25
14041500	50513	**50513 Sewer Expense**	361	207.90	0.00

14041500	50536	**50536 R&M: Equipment**	40,000	66,927.51	0.00
14041500	50544	**50544 R & M: Radios**	16,878	11,413.78	0.00
14041500	50560	**50560 Fire Fighting Foam**	3,500	1,916.00	0.00
14041500	50561	**50561 EMS Supplies**	2,500	1,603.67	0.00
14041500	50562	**50562 Personal Protective Equi**	58,715	19,277.63	0.00
14041500	50563	**50563 Hose Replacement**	12,000	10,879.00	0.00
14041500	50710	**50710 Equipment**	28,600	23,229.88	0.00
14041500	14041500	**14041500 Fire Department**			
14043000	50100	**50100 LEMS Stipend**	340,610	334,626.96	0.00
14043000	50104	**50104 Non-supervisory wages**	1,658	1,275.40	127.54
14043000	50201	**50201 Unemployment Costs**	9	0.00	0.00
14043000	50202	**50202 Workers compensation ins**	56	8.32	0.00
14043000	50210	**50210 Maine State retirement**	170	58.54	0.00
14043000	50230	**50230 FICA taxes**	127	43.82	0.00
14043000	14043000	**14043000 Emergency Management**			
14045000	40450	**40450 ACO Fines & Fees**	-300	-50.00	0.00
14045000	40451	**40451 Sabattus ACO Revenue**	-19,446	-19,446.00	0.00
14045000	40452	**40452 Bowdoin ACO Revenue**	-11,539	-11,538.00	0.00
14045000	40453	**40453 Durham ACO Revenue**	-11,995	-8,994.00	0.00
14045000	50104	**50104 Non-supervisory wages**	56,779	40,496.80	3,563.04
14045000	50140	**50140 Overtime wages**	2,160	1,220.68	0.00
14045000	50201	**50201 Unemployment Costs**	86	0.00	0.00
14045000	50202	**50202 Workers compensation ins**	1,048	501.98	0.00
14045000	50210	**50210 Maine State retirement**	5,792	12,863.11	0.00
14045000	50220	**50220 Health insurance**	27,270	11,580.23	0.00
14045000	50230	**50230 FICA taxes**	4,509	2,867.90	285.23
14045000	50302	**50302 Operating supplies**	1,000	104.16	0.00
14045000	50351	**50351 Clothing/Boot Allowance**	600	0.00	0.00
14045000	50352	**50352 Cell Phone allowance**	720	678.20	76.30
14045000	50375	**50375 Gas**	3,968	1,722.98	0.00
14045000	50378	**50378 Tires Expense**	700	0.00	0.00
14045000	50401	**50401 Professional employee tr**	400	10.00	0.00
14045000	50402	**50402 Dues and memberships**	0	0.00	-4.00
14045000	50453	**50453 Animal Shelter Services**	14,761	14,760.72	0.00
14045000	50456	**50456 Veterinary Services**	0	-25.00	0.00
14045000	50536	**50536 R&M: Equipment**	2,000	812.70	0.00
14045000	50710	**50710 Equipment**	250	59.49	0.00
14045000	14045000	**14045000 Animal Control**			
14046000	50104	**50104 Non-supervisory wages**	199,286	151,084.71	16,102.82
14046000	50116	**50116 Union Negotiations**	3,500	0.00	0.00
14046000	50130	**50130 Temporary/seasonal wages**	21,630	8,874.95	572.98
14046000	50140	**50140 Overtime wages**	1,350	3,593.17	429.42
14046000	50145	**50145 Replacement Wages**	62,325	37,591.01	5,346.37
14046000	50201	**50201 Unemployment Costs**	360	0.00	0.00
14046000	50202	**50202 Workers compensation ins**	1,318	-401.72	0.00
14046000	50210	**50210 Maine State retirement**	33,275	25,173.14	0.00
14046000	50220	**50220 Health insurance**	29,967	21,508.90	0.00

14046000	50230	**50230 FICA taxes**	22,039	15,084.60	1,686.46
14046000	50301	**50301 Office supplies**	1,000	700.19	29.62
14046000	50307	**50307 Advertising**	120	0.00	0.00
14046000	50349	**50349 Recruitment Testing**	300	300.00	0.00
14046000	50351	**50351 Clothing/Boot Allowance**	2,250	592.62	125.45
14046000	50401	**50401 Professional employee tr**	1,450	931.66	0.00
14046000	50402	**50402 Dues and memberships**	0	0.00	-16.00
14046000	50512	**50512 Telephone and Internet**	1,900	1,684.38	191.55
14046000	50536	**50536 R&M: Equipment**	1,125	149.99	42.19
14046000	14046000	**14046000 Lisbon Communications**			
15050500	40402	**40402 Fees & Fines**	2,500	0.00	0.00
15050500	40430	**40430 Durham Dispatch**	0	-10,965.00	0.00
15050500	50102	**50102 Department Head Wages**	92,724	73,917.47	7,132.80
15050500	50104	**50104 Non-supervisory wages**	463,535	335,693.93	34,888.90
15050500	50107	**50107 Admin Wages**	41,927	15,074.40	1,574.30
15050500	50116	**50116 Union Negotiations**	25,500	0.00	0.00
15050500	50140	**50140 Overtime wages**	40,000	57,362.95	2,474.49
15050500	50201	**50201 Unemployment Costs**	706	0.00	0.00
15050500	50202	**50202 Workers compensation ins**	48,182	26,469.61	0.00
15050500	50210	**50210 Maine State retirement**	65,095	68,843.12	0.00
15050500	50220	**50220 Health insurance**	143,983	49,795.17	0.00
15050500	50230	**50230 FICA taxes**	50,772	37,120.15	3,451.63
15050500	50240	**50240 Medical testing**	1,000	363.18	0.00
15050500	50301	**50301 Office supplies**	2,000	616.00	33.96
15050500	50302	**50302 Operating supplies**	8,500	-1,010.50	42.45
15050500	50306	**50306 Postage**	150	35.96	0.00
15050500	50307	**50307 Advertising**	1,500	0.00	0.00
15050500	50330	**50330 Drug Testing**	1,500	1,984.06	0.00
15050500	50331	**50331 Small Tools**	0	8.49	0.00
15050500	50333	**50333 Signs**	0	1,050.07	0.00
15050500	50351	**50351 Clothing/Boot Allowance**	10,750	7,310.36	905.56
15050500	50352	**50352 Cell Phone allowance**	1,600	1,164.08	95.87
15050500	50360	**50360 Minor equipment**	5,000	1,537.86	0.00
15050500	50363	**50363 Culverts**	15,000	15,442.98	0.00
15050500	50366	**50366 Asphalt-Hot Top**	25,000	6,190.85	0.00
15050500	50367	**50367 Excavation Expense**	5,000	0.00	0.00
15050500	50370	**50370 Parts - supplies**	80,000	33,826.13	636.55
15050500	50371	**50371 Sand & Gravel**	31,312	9,354.20	783.23
15050500	50375	**50375 Gas**	9,000	-15,492.72	8,006.45
15050500	50376	**50376 Oils and lubricants**	6,000	3,959.98	54.97
15050500	50377	**50377 Diesel**	32,000	15,898.86	0.00
15050500	50378	**50378 Tires Expense**	6,500	6,525.93	0.00
15050500	50401	**50401 Professional employee tr**	5,200	718.00	0.00
15050500	50402	**50402 Dues and memberships**	0	105.00	0.00
15050500	50412	**50412 Meals & Lodging**	665	0.00	0.00
15050500	50413	**50413 Mileage/Travel Reimburse**	500	0.00	0.00
15050500	50430	**50430 Filing fees/licenses/per**	1,200	835.00	0.00

15050500	50455	**50455 Profesional Services**	28,000	26,202.84	0.00
15050500	50511	**50511 Water usage fees**	570	336.25	0.00
15050500	50512	**50512 Telephone and Internet**	4,020	2,678.68	174.25
15050500	50513	**50513 Sewer Expense**	637	479.92	0.00
15050500	50535	**50535 Rentals of Equipment**	25,000	23,280.00	0.00
15050500	50536	**50536 R&M: Equipment**	12,000	16,189.23	398.00
15050500	50537	**50537 Equipment Painting**	9,893	3,490.96	0.00
15050500	50538	**50538 Loam & Seed**	1,500	219.00	0.00
15050500	50539	**50539 R&M: Catch Basins & Manh**	5,000	794.30	0.00
15050500	50541	**50541 Grounds maintenance**	6,500	3,729.99	0.00
15050500	50544	**50544 R & M: Radios**	2,500	1,204.81	0.00
15050500	50545	**50545 R & M: TREE REMOVE/REPL**	10,000	9,625.00	0.00
15050500	50547	**50547 R & M: SIGNS**	3,000	5,030.61	0.00
15050500	50548	**50548 R & M: STREETS**	35,000	32,838.35	0.00
15050500	50710	**50710 Equipment**	553,500	361,386.00	0.00
15050500	50720	**50720 Equipment – vehicles**	60,707	60,717.00	0.00
15050500	50730	**50730 Equipment – furniture an**	100,000	18,930.00	0.00
15050500	50770	**50770 Infrastructure- Paving**	435,025	460,225.25	0.00
15050500	15050500	**15050500 Department of Public**			
15051000	50140	**50140 Overtime wages**	65,000	0.00	0.00
15051000	50202	**50202 Workers compensation ins**	5,436	6,763.68	0.00
15051000	50210	**50210 Maine State retirement**	6,630	0.00	0.00
15051000	50230	**50230 FICA taxes**	4,973	0.00	0.00
15051000	50303	**50303 Other Supplies**	312,000	147,086.34	0.00
15051000	50370	**50370 Parts - supplies**	55,000	49,925.15	3,641.92
15051000	50451	**50451 Contracted Professional**	50,000	49,998.00	0.00
15051000	15051000	**15051000 Winter Operations**			
15052000	40500	**40500 Solid Waste Permits**	-156,000	-142,510.00	0.00
15052000	40501	**40501 Metal**	-23,000	-26,395.00	0.00
15052000	40502	**40502 Cardboard**	-14,000	-9,107.45	0.00
15052000	40503	**40503 Mixed Paper**	-2,500	-341.30	0.00
15052000	40504	**40504 Newspaper**	-500	-777.50	0.00
15052000	40505	**40505 Yard Items**	-32,500	-27,866.50	0.00
15052000	40506	**40506 Tires**	-2,300	-2,987.20	0.00
15052000	40515	**40515 Unversal Waste**	-8,200	-6,928.11	0.00
15052000	40520	**40520 Residential Disposal Fee**	0	-1,322.68	0.00
15052000	40521	**40521 Commercial Disposal Fee**	-15,000	-75.00	0.00
15052000	40522	**40522 Excavation Revenue**	-3,000	-1,483.00	0.00
15052000	50104	**50104 Non-supervisory wages**	230,497	152,816.88	15,688.45
15052000	50116	**50116 Union Negotiations**	5,600	0.00	0.00
15052000	50140	**50140 Overtime wages**	0	6,120.72	24.46
15052000	50201	**50201 Unemployment Costs**	412	0.00	0.00
15052000	50202	**50202 Workers compensation ins**	12,258	6,524.50	0.00
15052000	50210	**50210 Maine State retirement**	23,052	22,464.40	0.00
15052000	50220	**50220 Health insurance**	52,456	8,182.73	0.00
15052000	50230	**50230 FICA taxes**	17,633	11,502.82	1,166.05
15052000	50240	**50240 Medical testing**	750	302.65	0.00

15052000	50301	**50301 Office supplies**	500	116.09	65.89
15052000	50302	**50302 Operating supplies**	6,000	4,809.45	516.32
15052000	50306	**50306 Postage**	80	23.65	0.00
15052000	50307	**50307 Advertising**	100	0.00	0.00
15052000	50308	**50308 Printing**	1,500	554.84	0.00
15052000	50330	**50330 Drug Testing**	350	12.50	0.00
15052000	50351	**50351 Clothing/Boot Allowance**	3,500	1,427.82	0.00
15052000	50352	**50352 Cell Phone allowance**	420	317.65	32.30
15052000	50369	**50369 Land Fill**	0	6,330.89	0.00
15052000	50370	**50370 Parts - supplies**	10,000	4,812.87	2,064.78
15052000	50375	**50375 Gas**	0	85.46	0.00
15052000	50377	**50377 Diesel**	6,180	6,278.54	0.00
15052000	50378	**50378 Tires Expense**	5,500	2,340.95	0.00
15052000	50401	**50401 Professional employee tr**	250	48.20	0.00
15052000	50413	**50413 Mileage/Travel Reimburse**	250	0.00	0.00
15052000	50430	**50430 Filing fees/licenses/per**	1,000	759.00	0.00
15052000	50511	**50511 Water usage fees**	2,394	1,786.89	0.00
15052000	50512	**50512 Telephone and Internet**	1,512	909.09	0.00
15052000	50513	**50513 Sewer Expense**	568	197.11	0.00
15052000	50536	**50536 R&M: Equipment**	5,000	8,739.43	0.00
15052000	50556	**50556 Trash Removal**	300,000	211,052.74	2,445.19
15052000	50720	**50720 Equipment – vehicles**	0	211.00	0.00
15052000	15052000	**15052000 Solid Waste**			
15053500	50510	**50510 Electricity**	78,000	47,469.08	5,726.15
15053500	50534	**50534 Hydrant Rental**	549,500	431,560.75	139,435.75
15053500	50536	**50536 R&M: Equipment**	17,507	4,364.00	680.00
15053500	15053500	**15053500 Other Public Works**			
16060500	40360	**40360 Library Non-Resident**	-1,900	-1,764.50	0.00
16060500	40361	**40361 Library Fines**	-1,000	-870.42	0.00
16060500	40362	**40362 Library Fax**	-200	-841.50	0.00
16060500	40363	**40363 Damage/Lost Fee**	-400	-757.95	0.00
16060500	40960	**40960 Restricted Donations**	0	-150.00	0.00
16060500	50102	**50102 Department Head Wages**	65,853	71,729.20	5,294.90
16060500	50104	**50104 Non-supervisory wages**	190,606	143,226.77	13,696.00
16060500	50201	**50201 Unemployment Costs**	315	0.00	0.00
16060500	50202	**50202 Workers compensation ins**	1,371	-215.57	0.00
16060500	50210	**50210 Maine State retirement**	26,158	34,705.14	0.00
16060500	50220	**50220 Health insurance**	106,117	30,631.19	0.00
16060500	50230	**50230 FICA taxes**	19,619	15,812.58	1,410.52
16060500	50231	**50231 Medicare taxes**	2,600	0.00	0.00
16060500	50301	**50301 Office supplies**	2,600	1,309.39	183.78
16060500	50302	**50302 Operating supplies**	33,500	20,771.58	1,761.39
16060500	50306	**50306 Postage**	4,420	246.69	90.80
16060500	50308	**50308 Printing**	250	118.15	0.00
16060500	50352	**50352 Cell Phone allowance**	420	282.65	32.30
16060500	50401	**50401 Professional employee tr**	400	100.00	0.00
16060500	50402	**50402 Dues and memberships**	170	0.00	0.00

16060500	50413	**50413 Mileage/Travel Reimburse**	150	0.00	0.00
16060500	50451	**50451 Contracted Professional**	0	3,075.00	550.00
16060500	50511	**50511 Water usage fees**	313	195.22	0.00
16060500	50512	**50512 Telephone and Internet**	2,420	1,362.38	47.42
16060500	50513	**50513 Sewer Expense**	189	129.45	0.00
16060500	50536	**50536 R&M: Equipment**	11,500	0.00	0.00
16060500	16060500	**16060500 Library**			
16061500	29653	**29653 MTM Seniors Program Exp**	0	2,749.47	0.00
16061500	40300	**40300 Before School**	-86,000	-125,985.02	0.00
16061500	40301	**40301 Fitness Center**	-15,000	-15,559.60	0.00
16061500	40302	**40302 Out of Town**	-16,000	0.00	0.00
16061500	40303	**40303 Miscellaneous**	-79,150	-43,794.04	0.00
16061500	40304	**40304 Trekker**	-61,600	-42,042.60	0.00
16061500	40305	**40305 Trips/Excusrsions**	-20,000	-8,211.00	0.00
16061500	40306	**40306 Marion T. Morse**	-4,500	-9,378.45	0.00
16061500	40307	**40307 Fitness Instruction**	-8,000	-4,095.80	0.00
16061500	40308	**40308 Senior Meals**	-7,000	-5,458.00	0.00
16061500	40309	**40309 New Programs**	-15,000	-18,117.20	0.00
16061500	40310	**40310 Moxie 5-K**	-3,000	-11,873.30	0.00
16061500	40311	**40311 Moxie Car Show**	-3,000	-3,000.00	0.00
16061500	40320	**40320 Basketball 1-3**	-2,000	-2,726.80	0.00
16061500	40321	**40321 Basketball 4-6**	-2,500	-2,733.60	0.00
16061500	40322	**40322 Winter/Spring Swim**	0	-422.40	0.00
16061500	40330	**40330 Summer Basketball**	-1,000	-1,393.40	0.00
16061500	40332	**40332 Summer Football**	-2,000	-2,949.40	0.00
16061500	40333	**40333 Summer Pee Wee Field Hoc**	-600	-640.80	0.00
16061500	40334	**40334 Summer Soccer**	-1,000	-1,111.60	0.00
16061500	40336	**40336 Co-ed Softball**	-1,200	-60.00	0.00
16061500	40337	**40337 Summer Tennis**	-250	0.00	0.00
16061500	40340	**40340 Fall Field Hockey**	-1,200	-2,261.00	0.00
16061500	40341	**40341 Fall Soccer**	-5,000	-5,774.40	0.00
16061500	40342	**40342 Football Tackle 5-6**	-3,000	-4,197.20	0.00
16061500	40343	**40343 Football Tackle 7-8**	-2,000	-2,598.40	0.00
16061500	40344	**40344 Track & Field**	-2,700	-1,660.00	0.00
16061500	40346	**40346 Women's Self Defense Cla**	0	-497.00	0.00
16061500	40380	**40380 Park Cabin Rent**	-4,800	-3,600.00	0.00
16061500	50102	**50102 Department Head Wages**	92,018	69,211.11	7,343.32
16061500	50104	**50104 Non-supervisory wages**	288,204	246,491.29	21,412.51
16061500	50130	**50130 Temporary/seasonal wages**	176,738	156,123.48	5,119.46
16061500	50140	**50140 Overtime wages**	5,000	7,405.15	121.84
16061500	50201	**50201 Unemployment Costs**	1,528	0.00	0.00
16061500	50202	**50202 Workers compensation ins**	24,968	14,650.20	0.00
16061500	50210	**50210 Maine State retirement**	30,813	32,824.56	0.00
16061500	50220	**50220 Health insurance**	72,754	39,236.44	0.00
16061500	50230	**50230 FICA taxes**	42,990	36,171.27	2,477.14
16061500	50231	**50231 Medicare taxes**	0	0.00	627.70
16061500	50301	**50301 Office supplies**	1,800	1,741.87	131.02

16061500	50302	**50302 Operating supplies**	50,000	34,116.66	702.31
16061500	50306	**50306 Postage**	200	76.63	0.00
16061500	50307	**50307 Advertising**	1,000	90.00	0.00
16061500	50351	**50351 Clothing/Boot Allowance**	1,000	0.00	200.00
16061500	50352	**50352 Cell Phone allowance**	1,250	670.30	64.60
16061500	50355	**50355 Co-Ed Softball/Fast Pitc**	7,500	300.00	0.00
16061500	50356	**50356 Summer Trips**	23,000	18,778.64	0.00
16061500	50357	**50357 Sunshine Hill**	3,800	3,887.75	0.00
16061500	50358	**50358 New Programs**	8,000	11,370.60	0.00
16061500	50359	**50359 Officials**	3,800	3,682.80	0.00
16061500	50375	**50375 Gas**	7,600	3,919.15	0.00
16061500	50377	**50377 Diesel**	1,800	1,997.87	0.00
16061500	50380	**50380 Uniforms/safety equipmen**	1,000	139.41	0.00
16061500	50401	**50401 Professional employee tr**	3,000	1,096.05	78.30
16061500	50414	**50414 Senior Meals Expense**	7,500	4,801.99	381.72
16061500	50449	**50449 Rec Scholarships**	2,500	0.00	0.00
16061500	50501	**50501 Vehicle Repairs**	3,000	947.98	9.36
16061500	50510	**50510 Electricity**	3,000	242.96	33.31
16061500	50511	**50511 Water usage fees**	5,130	1,975.03	0.00
16061500	50512	**50512 Telephone and Internet**	3,800	9,791.51	47.20
16061500	50513	**50513 Sewer Expense**	1,000	629.89	0.00
16061500	50520	**50520 Building Expense**	0	510.98	0.00
16061500	50522	**50522 Space Rental**	2,200	564.00	0.00
16061500	50536	**50536 R&M: Equipment**	23,000	2,873.91	0.00
16061500	50541	**50541 Grounds maintenance**	9,200	3,265.23	0.00
16061500	50542	**50542 River Trail maintenance**	5,000	2,168.20	237.77
16061500	50543	**50543 R&M: Green Thumb**	4,800	503.00	0.00
16061500	50556	**50556 Trash Removal**	1,200	895.53	214.97
16061500	50610	**50610 Critical Incident Ins.**	16,000	5,893.00	2,595.20
16061500	50710	**50710 Equipment**	20,000	7,245.00	0.00
16061500	16061500	**16061500 PARKS & RECREATION**			
16062000	50442	**50442 Transportation services**	50,000	30,000.00	0.00
16062000	50650	**50650 Historical Society**	2,000	2,000.00	0.00
16062000	50651	**50651 LACO**	1,000	0.00	0.00
16062000	50652	**50652 Memorial Day**	2,800	0.00	0.00
16062000	50653	**50653 MMA**	8,879	9,515.00	0.00
16062000	50654	**50654 Community Engagement Eve**	500	0.00	0.00
16062000	16062000	**16062000 Public Services - Oth**			
17070500	40670	**40670 TIF Revenue**	-68,973	0.00	0.00
17070500	50102	**50102 Department Head Wages**	76,784	58,167.46	6,155.70
17070500	50104	**50104 Non-supervisory wages**	0	904.54	0.00
17070500	50201	**50201 Unemployment Costs**	59	0.00	0.00
17070500	50202	**50202 Workers compensation ins**	360	1,606.48	0.00
17070500	50210	**50210 Maine State retirement**	7,832	5,034.76	0.00
17070500	50220	**50220 Health insurance**	3,231	3,829.68	0.00
17070500	50230	**50230 FICA taxes**	5,874	4,695.21	470.21
17070500	50301	**50301 Office supplies**	0	15.63	0.00

17070500	50302	**50302 Operating supplies**	9,000	2,525.02	27.69
17070500	50306	**50306 Postage**	500	1.40	0.00
17070500	50307	**50307 Advertising**	10,100	3,019.02	0.00
17070500	50352	**50352 Cell Phone allowance**	695	317.65	32.30
17070500	50401	**50401 Professional employee tr**	3,500	349.50	200.00
17070500	50402	**50402 Dues and memberships**	2,500	1,125.00	0.00
17070500	50406	**50406 AVCOG Dues**	10,810	10,810.20	0.00
17070500	50412	**50412 Meals & Lodging**	1,200	404.82	0.00
17070500	50413	**50413 Mileage/Travel Reimburse**	5,500	4,306.13	814.70
17070500	50900	**50900 Miscellaneous Items**	0	361.52	0.00
17070500	17070500	**17070500 Economic Development**			
17071501	40751	**40751 Loan Interest**	0	-1,940.00	0.00
17071501	40752	**40752 Origination Fee**	0	-10,000.00	0.00
17071501	44409	**44409 Investment earnings**	0	-28,231.08	0.00
17071501	50300	**50300 Admin Fee Expense**	0	2,300.38	300.00
17071501	53944	**53944 Main St Grant 2022 Progr**	0	25,000.00	0.00
17071501	17071501	**17071501 IRP Loan Fund**			
17072001	40751	**40751 Loan Interest**	0	-1,865.80	0.00
17072001	44409	**44409 Investment earnings**	0	-8,888.83	0.00
17072001	50300	**50300 Admin Fee Expense**	0	151.97	0.00
17072001	17072001	**17072001 Commercial Loan Fund**			
17072501	44409	**44409 Investment earnings**	0	-5,123.56	0.00
17072501	50300	**50300 Admin Fee Expense**	0	43.47	0.00
17072501	50852	**50852 FAME Loan - Admin**	0	0.00	524.25
17072501	17072501	**17072501 FAME Loan Fund**			
17073001	44409	**44409 Investment earnings**	0	-193.53	0.00
17073001	50300	**50300 Admin Fee Expense**	0	3.30	0.00
17073001	17073001	**17073001 SIGN Loan Fund**			
17073501	44409	**44409 Investment earnings**	0	-82.38	0.00
17073501	50300	**50300 Admin Fee Expense**	0	45.28	0.00
17073501	17073501	**17073501 Housing Loan Fund**			
18080500	40800	**40800 Interest Rebate**	-15,840	0.00	0.00
18080500	18080500	**18080500 Debt Service-Capital**			
18085000	50405	**50405 PSAP Fees**	24,144	24,144.12	0.00
18085000	50920	**50920 County tax**	920,550	920,550.00	0.00
18085000	18085000	**18085000 County Tax**			
38081000	53315	**53315 fy24 harley davidson lea**	7,500	2,524.80	0.00
38081000	53403	**53403 2010 Bond Principal**	53,040	53,040.00	0.00
38081000	53405	**53405 2014 QECB Principal**	43,780	0.00	0.00
38081000	53406	**53406 2017 Bond Principal**	150,000	150,000.00	0.00
38081000	53409	**53409 2020 Bond Principal**	150,000	150,000.00	0.00
38081000	53410	**53410 2022A Principal**	186,667	186,666.67	0.00
38081000	53603	**53603 2010 Bond Interest**	12,925	6,827.18	0.00
38081000	53605	**53605 2014 QECB Interest**	13,646	0.00	0.00
38081000	53607	**53607 2017 Bond Interest**	16,613	16,612.50	0.00
38081000	53609	**53609 2020 Bond Interest**	17,183	17,182.50	0.00
38081000	53612	**53612 2022 Bond Int Ferry**	86,772	107,575.44	0.00

38081000	38081000	**38081000 Debt Service-Bonds**			
60000801	50801	**50801 Redemption of principal**	0	199,169.25	0.00
60000801	50805	**50805 Interest expense**	0	171,753.75	0.00
60000801	60000801	**60000801 sewer debt**			
65052500	40600	**40600 Domestic Sewer Revenue**	-1,243,509	-982,650.78	0.00
65052500	40601	**40601 Industrial Sewer Revenue**	-131,248	-99,940.04	0.00
65052500	40602	**40602 Septage Revenue**	-182,300	-137,500.25	0.00
65052500	40603	**40603 Finance Charges**	-8,500	-3,323.60	0.00
65052500	40605	**40605 Equipment Rental**	-10,000	0.00	0.00
65052500	40606	**40606 Sewer Application Fee**	0	-50.00	0.00
65052500	40607	**40607 Sewer Hook-Up Fee**	-7,000	-4,250.00	0.00
65052500	40800	**40800 Interest Rebate**	-6,160	0.00	0.00
65052500	40991	**40991 Misc Revenue**	-15,000	-148.70	0.00
65052500	50102	**50102 Department Head Wages**	95,459	71,168.02	7,324.80
65052500	50103	**50103 Supervisory wages**	0	14,398.89	0.00
65052500	50104	**50104 Non-supervisory wages**	254,172	178,965.11	20,540.53
65052500	50107	**50107 Admin Wages**	18,287	0.00	0.00
65052500	50140	**50140 Overtime wages**	22,900	25,946.40	2,150.22
65052500	50201	**50201 Unemployment Costs**	412	0.00	0.00
65052500	50202	**50202 Workers compensation ins**	13,284	6,956.59	0.00
65052500	50210	**50210 Maine State retirement**	37,998	33,208.96	0.00
65052500	50215	**50215 Admin Benefits**	6,071	0.00	0.00
65052500	50220	**50220 Health insurance**	53,458	29,407.55	0.00
65052500	50221	**50221 HRA Costs**	3,836	357.60	0.00
65052500	50230	**50230 FICA taxes**	28,499	22,646.80	2,659.24
65052500	50240	**50240 Medical testing**	400	242.12	0.00
65052500	50301	**50301 Office supplies**	2,500	2,314.61	45.07
65052500	50302	**50302 Operating supplies**	0	8.99	0.00
65052500	50303	**50303 Other Supplies**	42,700	24,390.58	61.18
65052500	50306	**50306 Postage**	8,500	3,985.99	0.00
65052500	50307	**50307 Advertising**	300	0.00	0.00
65052500	50330	**50330 Drug Testing**	400	442.00	0.00
65052500	50331	**50331 Small Tools**	3,000	1,425.70	303.00
65052500	50351	**50351 Clothing/Boot Allowance**	4,500	3,941.46	200.76
65052500	50352	**50352 Cell Phone allowance**	2,564	2,022.80	216.85
65052500	50375	**50375 Gas**	6,100	4,469.76	0.00
65052500	50377	**50377 Diesel**	2,410	2,867.26	0.00
65052500	50401	**50401 Professional employee tr**	3,000	1,950.00	1,350.00
65052500	50413	**50413 Mileage/Travel Reimburse**	300	0.00	0.00
65052500	50430	**50430 Filing fees/licenses/per**	2,100	1,692.79	0.00
65052500	50450	**50450 Legal expense**	1,000	0.00	0.00
65052500	50452	**50452 Audit services**	2,634	3,150.00	0.00
65052500	50455	**50455 Profesional Services**	10,000	2,199.00	6,000.00
65052500	50483	**50483 Security System Maintena**	3,500	2,504.01	263.27
65052500	50510	**50510 Electricity**	140,000	78,905.54	5,517.00
65052500	50511	**50511 Water usage fees**	22,800	14,964.04	0.00
65052500	50512	**50512 Telephone and Internet**	950	1,083.73	205.45

65052500	50514	**50514 Heating Fuel**	9,500	10,097.46	1,492.38
65052500	50530	**50530 Software and Services**	19,080	7,963.92	2,608.00
65052500	50539	**50539 R&M: Catch Basins & Manh**	7,500	3,224.98	201.60
65052500	50546	**50546 R & M: SEWER**	72,000	45,016.64	3,247.94
65052500	50550	**50550 Meter Read**	14,000	9,993.11	0.00
65052500	50555	**50555 Sludge Disposal**	163,000	100,900.07	0.00
65052500	50556	**50556 Trash Removal**	2,800	2,270.28	273.85
65052500	50557	**50557 CCTV & Cleaning Out**	10,000	990.00	0.00
65052500	50601	**50601 General Liability**	1,225	1,414.17	0.00
65052500	50602	**50602 Vehicle Insurance**	1,035	1,150.39	0.00
65052500	50604	**50604 Property Insurance**	11,908	12,813.54	0.00
65052500	50750	**50750 Other equipment**	351,200	96,247.57	0.00
65052500	50806	**50806 Bond Administration Fees**	2,200	0.00	0.00
65052500	53400	**53400 2004 FR Bond Principal**	17,500	17,500.00	0.00
65052500	53401	**53401 2005 FR Bond Principal**	25,000	25,000.00	0.00
65052500	53405	**53405 2014 QECB Principal**	17,026	0.00	0.00
65052500	53600	**53600 2004 FR Bond Interest**	963	962.08	0.00
65052500	53601	**53601 2005 FR Bond Inteest**	2,189	2,188.43	0.00
65052500	53605	**53605 2014 QECB Interest**	5,307	0.00	0.00
65052500	65052500	**65052500 Treatment Plant**			

AVAILABLE BUDGET	% USED
0	100.00
9,230	202.60
-261,013	83.70
-4,992	28.70
-25,285	29.80
-9,612	76.00
-574,715	74.10
15,588	115.40
123,922	114.40
3,246	132.50
-961	94.00
0	100.00
-18,958	12.70
5	100.00
-205	17.90
-475	5.00
-18,287	0.00
-6,071	0.00
-4,966	65.00
-1,311	74.40
-2,067	56.90
-287	98.50
104,168	100.00
163,630	263.60
-161	100.00
2,311	100.00
-1,000	100.00
12,683	43.80
117	-27.60
1,055	38.90
237	5.10
150	0.00
50	0.00
-989	100.00
500	0.00
1,578	74.60
-8,477	107.50
49,103	72.40
36,712	24.70
236	0.00
1,627	66.50
20,732	40.20
6,285	80.00
14,721	57.50

-1,015	100.00
641	67.90
-112	249.40
920	8.00
245	80.50
1,968	71.90
89	95.50
-1,564	100.00
3,761	37.50
-1,549	131.00
-508	103.90
643	18.50
20	-389.50
49	18.50
16	67.60
50	0.00
250	0.00
140	0.00
2,858	100.00
-97	100.00
-1,375	126.20
34	-37.30
-112	127.90
-206	182.30
188	5.80
449	55.10
400	0.00
2,662	90.40
1,475	100.00
2,500	100.00
31,590	54.90
-13	100.00
-6,075	67.20
304	100.00
-2,673	70.30
-215	71.30
1,534	100.00
11,123	82.70
290	99.40
-381	100.00
5,561	44.40
773	70.30
239	0.00

680	-12.80
2,140	79.30
9,860	35.60
1,665	83.10
-443	100.00
4,124	22.20
-325	100.00
3,211	23.60
1,800	0.00
-302	105.80
70	83.30
905	54.80
208	48.00
637	37.00
-398	188.40
2,176	3.70
11,336	-8.50
2,599	7.20
13,453	85.10
3,479	96.30
230	84.70
177	0.00
1,181	-35.70
401	97.90
21,461	42.40
-166	101.20
1,509	49.70
-77	100.00
-724	172.40
70	83.30
2,520	42.70
225	55.00
555	44.50
-22,560	1,479.00
-500	100.00
58,241	0.00
-3,503	102.90
-20	100.80
236	0.00
1,099	-31.00
-11,498	162.90
44,458	43.20
4,698	65.70
1,461	51.30
3,335	58.30

-5	100.50
70	30.00
353	29.30
-102	100.00
-35,712	100.00
28,192	44.40
59	0.00
334	-40.30
-6,161	219.10
-1,061	132.90
-636	116.40
-624	136.70
-45	100.00
-12	103.00
350	0.00
-245	100.00
-25	104.20
125	37.50
656	6.30
32,250	7.90
491	42.20
2,000	0.00
30,000	0.00
-3,171	57.70
500	100.00
34,068	213.60
607	106.70
150	100.00
10,119	87.30
971	94.70
118	0.00
965	64.90
2,941	63.80
23,342	14.40
653	91.30
1,206	24.60
-24	100.00
78	60.90
70	83.30
349	58.90
749	6.40
85	29.20
-100	100.00
170	15.00
3,150	0.00

18,664	45.90
-1,314	119.80
1,542	93.30
-515	108.40
-4,147	109.50
15	97.00
-69	103.90
-274	111.50
1,334	61.00
1,449	0.00
533	98.30
-6,080	142.60
-6,676	100.00
19,897	92.90
-1,812	100.00
4,636	92.50
-228,131	100.00
-130,569	100.00
1,369,483	71.50
432,373	82.30
107,557	75.00
4,355	75.00
3,027	77.20
59	0.00
56	90.90
235	76.90
766	88.20
13,423	72.00
1,434	45.30
-6,322	160.20
506	41.00
5,377	73.10
15,455	58.20
23,957	82.70
10,496	76.70
2,661	88.40
-353	100.00
-2,407	100.00
-11,199	100.00
3,918	33.60

139	29.90
348	42.20
308	31.80
43	14.80
104	100.40
-2,402	100.00
2,300	8.00
50	-318.30
95	62.80
-136	100.00
-98	151.00
567	29.10
18	81.90
225	38.40
320	60.00
-40	100.00
-3,220	107.90
644	100.00
833	100.00
675	100.00
-945	47.50
250	100.00
258	100.00
-50,470	34.30
-3,253	53.50
-171	14.40
-103,860	2.30
53,432	45.60
187,937	82.90
9,403	82.50
17,000	0.00
5,670	43.30
25,487	27.20
-15,542	132.60
3,252	35.00
49,667	70.80
3,160	-141.40
27,250	63.40
-4,119	102.20
203,412	42.70
28,708	75.30
8,464	100.00
500	0.00
3,397	34.00
5,484	80.80

34	88.70
157	21.30
1,271	62.60
375	78.60
9,643	55.80
-173	102.60
1,900	0.00
9,705	71.30
206	12.00
4,027	39.20
15,124	54.90
72	100.00
200	55.60
2,608	0.00
3,542	72.80
3,414	56.00
2,000	0.00
4,698	14.60
9,992	46.70
5,240	94.20
23,555	75.30
29,911	84.80
95,140	54.40
-212	100.00
1,253	0.00
32,924	52.00
-5,725	119.20
54,614	44.70
12,471	67.40
16	100.00
203	59.40
1,351	85.00
29	61.60
3,100	48.30
86	79.50
2,084	58.30
466	92.50
517	78.50
-371	104.40
4,716	1.80
4,870	35.10
111	26.10
75,000	0.00
274	54.30
279	88.90
153	57.60

-26,928	167.30
5,464	67.60
1,584	54.70
896	64.10
39,438	32.80
1,121	90.70
5,370	81.20
5,983	98.20
255	84.60
9	0.00
48	14.90
111	34.40
83	34.50
-250	16.70
0	100.00
-1	100.00
-3,001	75.00
12,719	77.60
939	56.50
86	0.00
546	47.90
-7,071	222.10
15,690	42.50
1,356	69.90
896	10.40
600	0.00
-35	104.80
2,245	43.40
700	0.00
390	2.50
4	100.00
0	100.00
25	100.00
1,187	40.60
191	23.80
32,098	83.90
3,500	0.00
12,182	43.70
-2,673	298.00
19,388	68.90
360	0.00
1,720	-30.50
8,102	75.70
8,458	71.80

5,268	76.10
270	73.00
120	0.00
0	100.00
1,532	31.90
518	64.30
16	100.00
24	98.70
933	17.10
2,500	0.00
10,965	100.00
11,674	87.40
92,952	79.90
25,278	39.70
25,500	0.00
-19,837	149.60
706	0.00
21,713	54.90
-3,748	105.80
94,188	34.60
10,200	79.90
637	36.30
1,350	32.50
9,468	-11.40
114	24.00
1,500	0.00
-484	132.30
-8	100.00
-1,050	100.00
2,534	76.40
340	78.70
3,462	30.80
-443	103.00
18,809	24.80
5,000	0.00
45,537	43.10
21,175	32.40
16,486	-83.20
1,985	66.90
16,101	49.70
-26	100.40
4,482	13.80
-105	100.00
665	0.00
500	0.00
365	69.60

1,797	93.60
234	59.00
1,167	71.00
157	75.30
1,720	93.10
-4,587	138.20
6,402	35.30
1,281	14.60
4,206	15.90
2,770	57.40
1,295	48.20
375	96.30
-2,031	167.70
2,162	93.80
192,114	65.30
-10	100.00
81,070	18.90
-25,200	105.80
65,000	0.00
-1,328	124.40
6,630	0.00
4,973	0.00
164,914	47.10
1,433	97.40
2	100.00
-13,490	91.40
3,395	114.80
-4,893	65.10
-2,159	13.70
278	155.50
-4,634	85.70
687	129.90
-1,272	84.50
1,323	100.00
-14,925	0.50
-1,517	49.40
61,992	73.10
5,600	0.00
-6,145	100.00
412	0.00
5,733	53.20
588	97.50
44,273	15.60
4,964	71.80
447	40.40

318	36.40
674	88.80
56	29.60
100	0.00
945	37.00
338	3.60
2,072	40.80
70	83.30
-6,331	100.00
3,122	68.80
-85	100.00
-99	101.60
3,159	42.60
202	19.30
250	0.00
241	75.90
607	74.60
603	60.10
371	34.70
-3,739	174.80
86,502	71.20
-211	100.00
24,805	68.20
-21,497	103.90
12,463	28.80
-136	92.90
-130	87.00
642	420.80
358	189.50
150	100.00
-11,171	117.00
33,683	82.30
315	0.00
1,587	-15.70
-8,547	132.70
75,486	28.90
2,396	87.80
2,600	0.00
1,107	57.40
10,967	67.30
4,083	7.60
132	47.30
105	75.00
300	25.00
170	0.00

150	0.00
-3,625	100.00
118	62.40
1,010	58.30
60	68.50
11,500	0.00
-2,749	100.00
39,985	146.50
560	103.70
-16,000	0.00
-35,356	55.30
-19,557	68.30
-11,789	41.10
4,878	208.40
-3,904	51.20
-1,542	78.00
3,117	120.80
8,873	395.80
0	100.00
727	136.30
234	109.30
422	100.00
393	139.30
949	147.50
41	106.80
112	111.20
-1,140	5.00
-250	0.00
1,061	188.40
774	115.50
1,197	139.90
598	129.90
-1,040	61.50
497	100.00
-1,200	75.00
15,464	83.20
20,300	93.00
15,495	91.20
-2,527	150.50
1,528	0.00
10,318	58.70
-2,012	106.50
33,518	53.90
4,342	89.90
-628	100.00
-73	104.00

15,181	69.60
123	38.30
910	9.00
800	20.00
515	58.80
7,200	4.00
4,221	81.60
-88	102.30
-3,371	142.10
117	96.90
3,681	51.60
-198	111.00
861	13.90
1,826	39.10
2,316	69.10
2,500	0.00
2,043	31.90
2,724	9.20
3,155	38.50
-6,039	258.90
370	63.00
-511	100.00
1,636	25.60
20,126	12.50
5,935	35.50
2,594	48.10
4,297	10.50
90	92.50
7,512	53.10
12,755	36.20
20,000	60.00
0	100.00
1,000	0.00
2,800	0.00
-636	107.20
500	0.00
-68,973	0.00
12,461	83.80
-905	100.00
59	0.00
-1,246	446.20
2,797	64.30
-599	118.50
709	87.90
-16	100.00

6,447	28.40
499	0.30
7,081	29.90
345	50.40
2,951	15.70
1,375	45.00
0	100.00
795	33.70
379	93.10
-362	100.00
1,940	100.00
10,000	100.00
28,231	100.00
-2,600	100.00
-25,000	100.00
1,866	100.00
8,889	100.00
-152	100.00
5,124	100.00
-43	100.00
-524	100.00
194	100.00
-3	100.00
82	100.00
-45	100.00
-15,840	0.00
0	100.00
0	100.00
4,975	33.70
0	100.00
43,780	0.00
0	100.00
0	100.00
0	100.00
6,098	52.80
13,646	0.00
1	100.00
1	100.00
-20,803	124.00

-199,169	100.00
-171,754	100.00
-260,858	79.00
-31,308	76.10
-44,800	75.40
-5,176	39.10
-10,000	0.00
50	100.00
-2,750	60.70
-6,160	0.00
-14,851	1.00
16,966	82.20
-14,399	100.00
54,666	78.50
18,287	0.00
-5,197	122.70
412	0.00
6,328	52.40
4,789	87.40
6,071	0.00
24,050	55.00
3,478	9.30
3,193	88.80
158	60.50
140	94.40
-9	100.00
18,248	57.30
4,514	46.90
300	0.00
-42	110.50
1,271	57.60
358	92.00
324	87.30
1,630	73.30
-457	119.00
-300	110.00
300	0.00
407	80.60
1,000	0.00
-516	119.60
1,801	82.00
733	79.10
55,577	60.30
7,836	65.60
-339	135.70

-2,090	122.00
8,508	55.40
4,073	45.70
23,735	67.00
4,007	71.40
62,100	61.90
256	90.90
9,010	9.90
-189	115.40
-115	111.10
-906	107.60
254,952	27.40
2,200	0.00
0	100.00
0	100.00
17,026	0.00
1	99.90
1	100.00
5,307	0.00

Town of Lisbon

Harry Moore, Jr., Chair 2024
Raymond Robishaw, Vice Chair 2024
Mark Lunt 2025
Donald Fellows 2025
Jo-Jean Keller 2025
Christine Cain 2024
Fern Larochelle 2023

MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Executive Session per 1 MRSA § 405(6)(e) Consultation with Legal Counsel
Date: April 16, 2024

Summary

Consultation with Legal - Annual Harassment and FOAA Training

Recommendation

To enter into Executive Session per 1 MRSA Section 405(6)(e) Consultation with Legal Counsel for annual Harassment training and FOAA training.

Attachments

None