

MEMORANDUM

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

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

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

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

Mill Site Redevelopment Overview

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

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

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

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

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

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

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

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

1. Environmental Remediation

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

This past month, we held a site visit with representatives of the EPA and Maine DEP and our environmental team to review the status of all current projects and discussed our strategy for upcoming remediation grant and loan submittals.

Biofine Parcel remediation

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

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

Lincoln Parcel 2 Lagoon remediation

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

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

Lincoln P3 East Powerhouse demo and remediation

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

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

Building #22/Scale shack demo and remediation

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

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

Ongoing operation of the Asbestos Consolidation Area

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

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

2. Infrastructure Upgrades and Improvements

Road and Utility Improvements:

- The Town of Lincoln is the recipient of a \$3.5 million dollar grant from Congress to upgrade the aging infrastructure Depot Street into the mill site, to support its redevelopment. HUD is the administering agency.
- The Town has retained Haley Ward to assist with this effort, including design and construction specifications. We hope to start bidding this work out this winter, with construction starting in late spring.
- Another \$4 million for Scale St. infrastructure upgrades and improvements is has been approved by Congress. We have now received confirmation from HUD are awaiting the contract documents. This work could be planned for the summer of 27.

Industrial Wastewater Facility:

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

Rail Improvements:

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

3. Securing New Business Investment

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

Lincoln Innovation Center:

- The Town, in partnership with the Lincoln Lakes Innovation Corporation (LLIC), is proposing to construct and operate the Lincoln Innovation Center; a combination small business incubator and workforce training facility at the LTP.
- We have resubmitted a \$4.22 million grant application with the federal Economic Development Administration (Original was approved at the regional level, before they changed the program rules).
- This 80% grant will be matched by other funding from other sources, including the Maine Rural Development Authority, for a total project cost of about \$4.9 million.
- We expect an approval decision by September.

Biofine Developments Northeast:

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

FORM Energy

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

New Business Outreach

- SHL has launched another round of business outreach to the following job - creating target sectors: mass timber, value-added wood product, and advanced materials manufacturers, as well as several other sectors. We currently have over 200 business lead contacts.
- As a result of this effort, we are working with a number of potential prospects who have responded to our outreach effort.

4. Workforce Housing

We are finalizing a draft term sheet with our development team (25 Katahdin Avenue LLC) for the construction of 50- 70mworkforce housing units adjacent to the Mill site. Once completed and approved by the Town Council, this will serve as the basis for the development of Purchase & Sale/Development Agreement for the project.

5. Communications and Community Outreach:

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

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

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

DATE: July 31, 2026
TO: Wade Shaefer, Town Manager
FROM: Ann Morrison, Town Clerk
RE: July Monthly Report

ACTIVITIES: July continued on with multiple Council meetings, agendas needing to be prepared and delivered, as well as budget uncertainty. With all of the extra Council work, my regular duties of Clerk have fallen behind; including Council minutes. I was able to get all of the minutes completed for June and July and they are submitted for approval on this August agenda.

In between trying to keep up with Council functions, I am beginning to compile the Town's Annual Report for FY26. This year is a challenge, having so much staff turn-over in key positions. I am in hopes that the report will be all compiled by the beginning of September, so it can be sent to the printer. Due to budget constraints in my department budget, there will only be 150 printed copies of the Annual Report this year. Some of these copies will be sent to places that state law requires we send copies to each year. Not all entities accept digital copies of the report and will require a printed copy; making fewer available to the general public. Many of our older residents look for a printed copy as technology gets harder and harder for them as they age.

While the town office was closed on the Friday of Loonfest, my staff manned a water/information table in front of the office that many festival goers visited as well as provided support to the Events Director. Festival goers were appreciative of the free water donated by Poland Springs, the printed schedules we had available, and any other information about our town that they had that we could provide answers to. Since the Town Office has moved to

Monthly Transactions	July FY26
Paid Trash Passes	70
Complementary Trash Passes	136
Refrigerator Disposal	42
Tire Disposal	19
Notary / Dedimus / Copy / Fax	26
Library Fees Reconciliation	5
Police Fines & Fees Reconciliation	4
Concealed Weapons Reconciliation	2
Demo / Shingle Permits	72
ATV / Snow sled Registrations	26
Boats	93
Hunting/Fishing	29
Certified Birth	37
Marriage Intentions	4
Certified Marriage	16
Death Certificate	21
Burial Transit / Disposition	10
Cemetery Lot Sales	1
Grave Openings	3
Real Estate Taxes	236
Lien Payment	46
Personal Property Taxes	6
Motor Vehicles	674
Dogs	10
Total	1588
Motor Vehicle Rapid Renewal	40
Boat Rapid Renewal	23

our current location, being open on this day to regular business has become a safety issue for festival goers. With the Roaming Railroad coming and going directly in front of the office, and all of the people milling around in the square and on the streets surrounding our location, there simply isn't enough parking to safely allow regular business to happen in the office on that day.

Nomination papers were available on July 24th for the following seats on various boards:

Town Council- Two- three-year seats

Sanitary District- Two- three-year seats

RSU67 School Board- Two- three-year seats

One- two-year seat

Two- one-year seats

Continued loss of revenue to the town for transactions we handle as agents of those state entities is a constant source of discontent. With the ATV sticker issue we lose \$5 each time we have to send someone away to register online or contact the state for a new ATV registration. The Maine Town and City Clerks Association worked hard to get the agent fee increased to \$5.00 and now we are getting nothing. When this sticker issue began, we were told to have people call the state office if they needed to register a new machine and the customer would have to send them their information about the sale of the machine like they would have to provide to us in our office, to the state office, then the state could complete the registration. Now, we have been directed to fill out the necessary paperwork for the customer and then have the customer send all of the information to them to complete the transaction. They expect us to do work as the agent but not pay us an agent fee. I believe this is an unacceptable practice. Now, the camper law has changed and we will be getting less in excise tax due to the new structure on how excise is charged. Instead of excise being based on the MSRP like a vehicle, it is based on the length of the trailer. One example that we have seen this week is a camper trailer that would have cost over \$300 in excise but with the new system, only \$42 was charged; that's a \$258 loss to the town. The state keeps taking away more and more revenue from the town yet they give us more work to do for them whether its elections, IF&W, vital records, or motor vehicles. I'm trying to be creative, but I'm not exactly sure what my department can do to generate more revenue when our work is state mandated and state funded, yet that funding keeps dwindling.

BUDGET: The budget that was finally passed on July 22nd was a compromise one that brought my department budget to just above "bare minimum". My budget includes items for the Town Council and the Town as a whole; things I cannot cut. Some of these items are Council wages, name plates for new councilors, and the Town's annual membership to the Maine Municipal Association. When you look at the things that are Clerk-specific, there isn't much to cut. The biggest percentage of my budget is wages because I need staff to provide the services that are only available here. These services are not something you can "shop around for", they are specific functions that can only happen within the clerk's office. Without staff, many of these things could fall behind and make customers wait unnecessarily for the service they are seeking.

Due to the cuts that I needed to make in my department, I had to cut my overtime line (\$619) completely. This line provided extra money for wages in case my staff needed to stay

late due to a last-minute customer. With this being cut, we will not be taking someone who walks in at the last minute before closing, if we feel the transaction will keep us past 5pm.

PETITIONS:

Due to the budget that was passed on June 22nd that could cause significant cuts to department budgets and emergency services, a referendum for a reconsideration of this Council action was initiated on June 30th. Needing 337 registered voters to sign the petition, the petitions were certified and filed in the Clerk's office on July 7, 2026 with 517 valid signatures. The process did not continue as the Council suspended that vote on June 29th.

On July 23rd, three affidavits seeking to recall Councilors Ireland, Hanington, and Rojo were submitted to my office for certification. On July 27th, those signatures were certified and the affidavits had enough signatures of registered voters of the Town of Lincoln to move forward with the petition process. As of July 28th, the petitions were available for signing at the Town Office during regular business hours until September 10th at 5:00pm. Per the Lincoln Town Charter, these petitions can only be signed in the office and will need to have at least 705 qualified signatures, on each, to move forward with a recall election.

TRAINING: Last year, after a three-year commitment, I graduated from the New England Municipal Clerks Institute and Academy (NEMCIA). At that time, I was awarded a scholarship to return this year to take an Academy session. I did attend this month and took a two-day session on Parliamentary Procedures. The class was taught by a Parliamentarian, former clerk in Massachusetts for many years, and current Town Administrator for a town in Massachusetts. He is a very knowledgeable person and engaging instructor. While I learned a lot from him, things are still muddy and are a work in progress; the more you use it, the better you will understand it. I was happy to have this opportunity to grow in my role as Clerk to be better trained for situations that may come up in the future as I serve the residents in our community.

F I N A N C E D E P A R T M E N T

DATE: August 3, 2026
TO: Wade Shaefer, Town Manager
FROM: Dany L. Lemay, Treasurer
RE: July 2026 Monthly Report

PROJECTS AND ACTIVITIES

I joined the Town of Lincoln as Treasurer/Finance Director on July 13, 2026. On that date, I attended my first Town Council meeting and was formally appointed to the position. I also attended the Town's July budget meetings.

During the month, I signed the Release of Tax Lien Foreclosure documents for properties for which the Town had received the required property tax payments. Cindy Denniston, Deputy Treasurer, notarized the documents and mailed the releases to the respective property owners.

GENERAL ASSISTANCE:

The Town received two General Assistance applications during July. One application was denied, and one application for cremation assistance was approved.

The approved FY2027 budget for General Assistance burial expenses is \$1,025. The cremation assistance payment approved by the Treasurer was \$1,125. This amount is consistent with the General Assistance Maximums for Penobscot County established by the State of Maine for the period of October 1, 2025, through September 30, 2026.

As a result, the burial assistance budget line is currently over budget by \$100. General Assistance is a state-mandated municipal program, and qualifying assistance must be provided in accordance with applicable state guidelines.

TRAINING:

On July 22, 2026, I attended the General Assistance Complicated Cases training. As a new General Assistance Administrator, this is one of two required training courses for the position.

FINANCE DEPARTMENT

MONTHLY REPORT, CONTINUED...

On July 23, 2026, I attended the Maine Municipal Tax Collector's and Treasurers' Association course, "I've Got the Job - - Now What?" The training provided an overview of the Treasurers responsibilities and the applicable Maine statutes governing this position.

On August 20th and 21st 2026, I am scheduled to attend the MMTCTA Governmental Accounting Workshop in Augusta.

MONTHLY REPORT

DATE: August 4, 2026
TO: Wade Shaefer
FROM: Ruth E. Birtz, Economic Development Administrator
RE: Monthly Report for July

Assessing, Treasurer, Code Assistant and all other duties

Last month it was brought up at a Town Council meeting that I stated the Sanderson project supplementals were complete. I was notified the end of June Revenue Services was coming to Lincoln to complete a forensic audit of the Assessing records for the Town of Lincoln. This would cover 10 year review of all exemptions, abatement, supplementals, BETE reimbursements, and assessments. At that time, I was not the appointed Assessor. As a primary Assessing area, we have to have a certified Maine Assessor appointed. If we don't all abatements, collections, supplementals are not deemed to be valid. Due to this, the supplementals were not sent out. I was appointed temporarily to fix this issue. The bills have now been sent out. Additionally, we have received an appeal for an abatement request from Walmart. I will be covering this appeal. I have an agenda item with members to be appointed to the Appeals Board to meet this obligation. There is also an item on the agenda to appoint Maine Consulting Services to do the Assessing moving forward.

TIF Budget Report:

This is the final report for FY2026. There will not be an updated report on the TIF budget until commitment is set and we know what the budget is for FY2027. The Council did approve the funding for the Loon Festival. Shawn will have a reporting of this in his August monthly report.

TIF-Rollins	Budget	Expended	Balance	% Budget	%Income received
Events	\$86,243.99	\$80,655.84	\$5,588.15	97%	100%
Economic Development	\$385,000.00	\$363,297.50	\$21,702.50	94%	
Communications Director	\$118,851.72	\$116,286.89	\$2,564.83	98%	
Debt Service	\$82,000.00	\$71,784.60	\$10,215.40	88%	
Utilities	\$14,000.00	\$14,161.96	-\$161.96	1.01%	
Cemetery, Parks and Recreation	\$67,280.00	64,139.66	\$ 3,140.34	95%	
Totals Rollins	\$753,375.71	\$710,326.45	\$43,049.26	94%	
Reserve-dam	\$24,534.47	\$4,233.60	\$22,250.87	17%	
TIF Bangor Gas	\$64,644.08	\$64,644.08	0.0	100%	
TIF Lakeview Senior Housing	\$41,812.44	\$41812.00	\$0.00	100%	

Economic Development:

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

Grant	Loan	Source	Status	Project Description
205,000		MDF	Received and closed	Environmental Studies
650,000		EPA	Received/closed	Environmental assessments
\$250,000	\$250,000	MDEP	Received/in process	Remediation Biofine parcel
\$366,250	\$366,250	MDEP	Received/ closed	Remediation of building 6&7
\$750,000		EPA	Received/in process	Remediation of Lagoons and waste water treatment plants
\$194,000 \$50,000	\$140,000	EMDC DECD	Received /in process/Completed walk through and close out in April.	Remediation building #22
\$70,000		EMDC	Received/closed out/completed	Permitting of Asbestos containment site
\$15,000	\$15,000	EMDC	Received/in process	Scale Shack remediation
\$1,550,000 (\$500,000)	\$500,000	MDEP	submitted/and awarded a grant loan in a smaller amount	Construction of asbestos containment site
\$3,500,000		CDS	Received /Application has been processed	Utility and road upgrades Depot street entrance
\$5,000,000		EPA	Received/in process	Lot 3 Remediation
\$500,000		EPA	Approved in process, bids to be approved by Council	Community Wide Assessment
\$4,000,000		EPA	Submitted, denied will reapply next year.	Lot 3 West Remediation
\$4,000,000		EPA	Submitted and denied will reapply next year.	Lot 4 east Remediation
\$4,000,000		EPA	Submitted, denied will reapply next year,	Lot 4 West Remediation
\$400,000		EPA	Approved in process	Remainder of lot 2 remediation
4,500,000		CDS 2025	SEE NOTES	Utility and road upgrades Scale Road Entrance
4,000,000		CDS 2026	Approved, application in process	Utility and road upgrades Scale Road Entrance
	15,000,000	RDA	In process/approved/ walk through to close this in April	Waste water treatment plant
4,260,000		EDA	Was approved. Program closed now reapplying under public works	Innovation center
	\$500,000	MTI	This application was denied.	Gap funding innovation Center
	\$450,000	MDA	Submitted and approved	Gap funding innovation center

\$100,000		EPA	Received and work performed and administered by EPA	Planning Brownfield Remediation technical assistance
250,000	200,000	DECD	Application was for 1,000,000. Received half for remediation of another portion of building 22	More cleanup of building 22

Economic Development Table notes;

1. We are currently working on the RFPs for the reconstruction of Depot Street and the water and sewer lines into the Innovation Center and Biofine.
2. We received approval for 4.5 million. We received require initial training with HUD and will be starting on the HUD grant application to receive these funds. These are for infrastructure improvements off Scale Street.
3. We have two bids being drafted for the mill property, one for continued remediation of building 22 and one for the cleanup of the sawdust pile.
4. The lagoons have been de-watered. The next step in this project is sludge removal. Waiting for the waste stream from Biofine.
5. The EPA community wide grant was awarded to Sevee and Mahar. They have already started working on this.
6. We have received word from the EDA this is in the final phase of approval and release of funding.
7. The biggest news is that FORM Energy has been given the go ahead with the battery storage project from the Department of Energy. They are in process of mapping wetlands.
8. Work has begun on completed a survey of the property that will hold the workforce housing as well as an appraisal of the site to confirm the selling price of the lot.
9. At the last council meeting it was brought up that the statement was inaccurate on the amount of grants we have received. I have checked the figures and the statement was accurate we have received \$22,461,500 in grants and LOANS.

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

DATE: July 29th, 2026
TO: Wade Shaefer, Town Manager
FROM: Denton Trotter Code Enforcement Officer | LPI | LHO | INS2622
RE: Code Enforcement Monthly Report for July FY2027

Activities or Introduction

This Month I have continued to inspect properties associated with the Byron Sanderson List; I have recovered 17 missing permits from this process for the properties listed. I have also found a full box of unfiled permits that I am currently scanning and getting properly filed. I am continuing to moving across the town of Lincoln to see if properties are missing permits for structures on the property. I have also completed 7 hours of additional hours of Training classes towards my required 144 hours of training needed, I have completed all of the certification exams for Legal Issues, Shoreland Zoning, Land Use, Residential Ventilation, Commercial Ventilation, Internal Plumbing, Subsurface waste water, Residential Radon Code, Residential Energy Code, Commercial Energy Code, Residential Building Code, Commercial Building Code, and Local Health Officer Certification and Appointment.

Equipment

I continue as I have been to utilize the Dodge Durango Cruiser to conduct inspections, help residents with site questions, check on resident complaints, I am also using the cruiser to attend training classes to reduce on personal mileage reimbursement costs. The Digitization of the permit process is continuing and I am getting more buy in from the local contractors. I have been digging through boxes and organizing the binders and ensuring that all state required permits are ready in the binder and have been properly retained in the correct digital format.

Training

I have been working through and completed NEOGOV safety trainings online, I have completed all of the certification exams for Legal Issues, Shoreland Zoning, Land Use, Residential Ventilation, Commercial Ventilation, Internal Plumbing, Subsurface waste water, Residential Radon Code, Residential Energy Code, Commercial Energy Code, Residential Building Code, Commercial Building Code, and Local Health Officer Certification and Appointment, and been issued the State of Maine approval for being a Licensed Inspector for all of the above aspects.

Projects

I have Issued 5 Septic Permits with 3 Inspections Completed.
I have Issued 5 Plumbing permits with 1 Inspections Completed.
I have Issued 5 Electrical Hook Up & or Wiring Permits with 0 Inspections Completed
I have Issued 18 Building Permits
I have Issued 1 Sign Permit

I have Addressed 13 Resident Issues with concerns – Several meetings with some that have unpermitted work and has since been addressed.

I have Assisted numerous Residents or potential Residents with property questions

I have Inspected and Approved 5 Certificates of Occupancies

I have Issued 0 Street Opening Permit with inspection

I have Issued 1 Home Occupation Annual Permit

I have corrected numerous properties where permits were missing, through contact with the owner, contractor, or finding information in the office unfiled.

I have been continuing shoreland area inspections to ensure we are protecting the waterways by not allowing the discarding of waste water into the waterways instead, having them use the proper processes of a septic system or a Portable John with weekly clean outs. Currently I have 0 properties which been identified and will or have followed up on to meet with the owners, I will continue to ensure they are in compliance with the Shoreland Zone Ordinance and Law.

This month I have Certified mail sent 2 letters for Violations of the Ordinance 2013 for having a "1311.7 Junkyard" on their property.

I have First Class mail sent 19 letters of request to clean up minor issues before they become Violation level issues, or requesting missing permits.

Business growth in Lincoln

-Bella Luna has completed the building at the Drill Hole across from Knights of Columbus, this is awaiting final electrical inspection by the State Inspectors, if after August 13th I will complete the inspection of this building as the Ordinance adoption takes effect.

-Foresters has been approved by the fire marshal to build the addition which has been permitted as well and will have an indoor golf simulator.

-Aroma Joes is nearing completion of the exterior and beginning work on the interior.

Fuel Usage Report

In May I have driven 875 Miles and used 37.138 Gallons of Regular 87 Octane Gasoline for an Average of 23.56 Miles/Gallon – Detailed Drive checklist attached.

Statistics

June Permit fees total \$4314.55

Properties that have cleaned up completely after receiving letters this month – 4

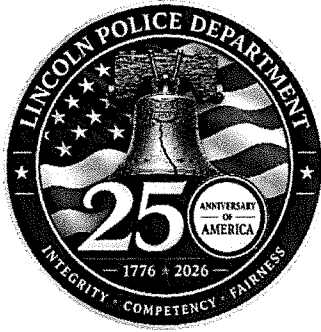
Certified Letters Returned unable do delivery to properties – 3

Property in process of applying fines – Legal issues being investigated

Positive Experiences

I worked with Shawn the Communications Director to kick off and have a very successful Loon fest for the town of Lincoln.

We are working together with Maine Consulting Group to get the revaluation completed – this will help lower the mil rate for our residents.



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

To: Wade Shaefer, Interim Town Manager
From: Lee Miller - Police Chief 
Date: July 30th, 2026
RE: Police Department Report for July 2026

"Professional policing is measured not only by the calls we answer, but by the trust we build, the standards we uphold, and the people we serve."

Police Department Updates

Message from Chief Miller

July has been another productive month for the Lincoln Police Department. While our officers continued responding to calls for service and investigating criminal activity, we also remained focused on strengthening the organization through training, accreditation, employee safety, and community engagement.

This month highlighted the importance of balancing immediate public safety needs with long-term organizational improvements. The department successfully achieved Maine Law Enforcement Accreditation, continued work toward SHAPE workplace safety recognition, expanded employee training opportunities, and prepared for National Night Out. These initiatives not only improve the services we provide today but also position the department for continued success in the future.

Our staff continues to demonstrate professionalism and dedication every day, and I appreciate their willingness to embrace new ideas and continually improve the way we serve the citizens of Lincoln.

Department Initiatives

One of the department's most significant accomplishments this month was receiving official accreditation through the Maine Law Enforcement Accreditation Program. This achievement recognizes our compliance with 164 professional standards and reflects the tremendous amount of work our employees have invested over the past year and a half. Accreditation promotes accountability, consistency, and best practices while also reducing the Town's police liability insurance costs.



Department Initiatives

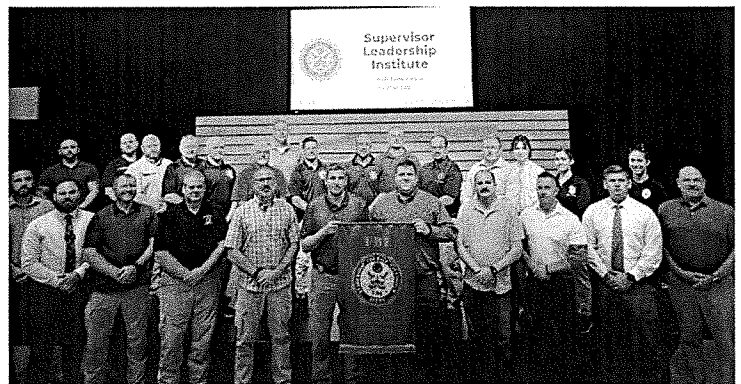
Initiatives help reduce workplace injuries, strengthen our safety culture, and demonstrate our commitment to providing employees with the safest work environment possible. We also continued reviewing departmental policies and implementing new state requirements, including changes affecting employment practices and workplace safety. Maintaining current policies and ensuring compliance with evolving state laws remains an ongoing priority.

Grants, Planning & Professional Development

Seeking outside funding remains a priority as we continue looking for opportunities to improve public safety while minimizing the impact on local taxpayers.

During the month, staff completed the federal JustGrants submission for a Congressional Spending Grant, the next step toward receiving our 565,000 grant. I have also been preparing a School Resource Officer grant application that could provide approximately \$125,000 to restore the position.

These efforts require significant planning and coordination but provide opportunities to expand services through state and federal funding rather than relying solely on local tax dollars.



Leadership development also remained a priority. Sergeant Daren Mason attended the FBI-LEEDA Supervisor Leadership Institute, where he received advanced leadership training alongside supervisors from law enforcement agencies.

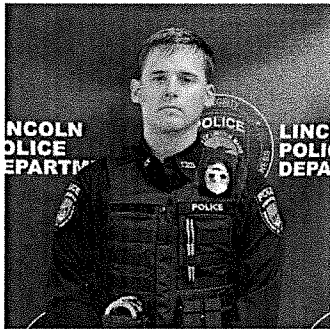
Grants, Planning & Professional Development Cont.

throughout the region. Investing in leadership training helps prepare the next generation of supervisors while strengthening the overall effectiveness of our department.

Officer development continued through field training, instructor certifications, annual policy reviews, and ongoing professional development. These investments ensure our officers remain prepared to meet the changing demands of law enforcement while providing the highest level of service to our community.

The Lincoln Police Department continues to invest in developing the next generation of officers.

We are pleased to welcome Officer Garret Smith to the department. Garret has successfully completed the hiring process and has been accepted into the Maine Criminal Justice Academy. He is scheduled to begin the Basic Law Enforcement Training Program in mid-August. We look forward to following his progress and welcoming him back to Lincoln upon graduation as he begins serving our community.



This month also marked an important milestone for Officer Dylan Denlinger, who successfully completed the department's Field Training Program. Field training is the final step before an officer begins working independently and is designed to ensure new officers can safely and effectively apply the knowledge gained at the academy to real-world situations. Congratulations to Officer Denlinger on reaching this significant achievement.

Officer Anthony Manna continues to progress through the Field Training Program and has demonstrated a strong work ethic and commitment to learning. We look forward to his continued development as he works toward completing the program in the coming weeks.

Community Engagement and Patrol Operations

Preparations continued throughout the month for our second annual National Night Out. Thanks to the support of Walmart's Spark Good Grant and numerous community partners, this event provides an

Community Engagement and Patrol Operations Cont.

opportunity for residents to interact with first responders in a positive environment while strengthening relationships between law enforcement and the community.

While planning community events and continuing outreach efforts, our officers also remained extremely active responding to calls for service, conducting traffic enforcement, and investigating criminal activity. During the month, the department investigated 13 criminal violations, including several Operating Under the Influence (OUI) offenses. Impaired driving continues to be a significant concern, and our officers remain committed to identifying and removing impaired drivers from our roadways to help keep the community safe.

Detective Stu Jacobs continues to investigate several complex criminal cases while following up on numerous active investigations. Many of these cases require weeks or even months of follow-up involving interviews, search warrants, evidence review, and coordination with prosecutors before they are ready for prosecution. His experience and attention to detail have been instrumental in ensuring cases continue moving forward and that victims receive the thorough investigations they deserve.

I also want to recognize our employees for the outstanding work they continue to perform. Throughout the month, we celebrated several individual accomplishments, including instructor certifications, officer milestones, and employee recognition. These accomplishments reflect the professionalism, dedication, and teamwork demonstrated by our staff every day.

Law Enforcement in Action how we do the Job!

Operating Under the Influence (OUI) investigations are among the most time-intensive cases handled by patrol officers. While the public often sees only the traffic stop and arrest, that is only one part of the investigation. A typical OUI investigation begins with the initial traffic stop and continues through the officer's observations, standardized field sobriety testing, interviews, arrest procedures, and transportation for an evidentiary chemical test when appropriate. Officers must then inventory property, complete booking procedures, and ensure all evidence is properly collected and documented.

Once the arrest has been made, the investigation is far from over. Officers complete detailed reports, review body-worn camera footage, organize evidence, prepare court paperwork, coordinate with prosecutors, and later appear in court to testify. From the initial stop through completing reports and documentation, a typical OUI investigation can

Law Enforcement in Action how we do the Job!

require approximately four hours of an officer's time, not including future court appearances or follow-up work.

During the month, Lincoln Police officers investigated several OUI offenses in addition to 13 criminal violations. While these investigations require a significant investment of time, they play a critical role in protecting our community by removing impaired drivers from our roadways before tragedy occurs.

Month Vehicle Information

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



Scan the QR code or use the link below.

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

Fleet Milage:

4594 – 145,797 28 gallons at 15 miles per gallon
9287 – 56,988 39 gallons at 15 miles per gallon
3640 – 16,811 91 gallons at 15 miles per gallon
4299 – 18,005 118 gallons at 15 miles per gallon
9571 – 11,826 25 at 15 miles per gallon
9934 – 22,204 92 gallons 15 miles per gallon
6300 – 12,040 69 gallons at 15 miles per gallon

Monthly Stats: Law Incidents: 393 Traffic Stops: 144 Total Criminal Violations: 13

Final Thoughts

Every month, I am reminded that policing is about far more than responding to emergencies. It is about building trust, investing in our employees, improving our organization, and continually looking for ways to better serve our community.

Whether pursuing accreditation, improving workplace safety, seeking grant funding, investing in leadership development, or planning community events, each initiative reflects our commitment to providing the citizens of Lincoln with a professional police department that is accountable, transparent, and forward-thinking.

I appreciate the dedicated employees of the Lincoln Police Department. Together, we will continue building an organization the Town of Lincoln can be proud of.



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Final Accreditation Report for the Lincoln Police Department

**Prepared for the Maine Law Enforcement Accreditation Program Committee of the
Maine Chiefs of Police Association**

**Assessment Team Leader – Sergeant Rory M. Benjamin, Cape Elizabeth Police
Department**

Date – 07/16/2026

Agency Assessment Information

Chief Executive Officer: Chief of Police Lee Miller
Accreditation Manager: Chief of Police Lee Miller
Standards Manual Version 5
Previous Accreditation Dates: N/A
Assessment Team Recommendation: Accreditation

Assessment Team & Biographies

Team Leader: Sgt. Rory M. Benjamin
Agency: Cape Elizabeth Police Department
Email Address: rory.benjamin@capeelizabeth.org
Chapters Assigned: 3, 6, 7

Sergeant Rory Benjamin has been a member of the Cape Elizabeth Police Department for 18 years. He graduated from the 16th Basic Law Enforcement Training Program in 2009, obtaining the highest academic score in the program's history. Sergeant Benjamin earned a Bachelor of Arts in Criminal Justice from Syracuse University in 2007. He obtained a Master of Public Policy & Management from the University of Southern Maine in 2015, with a dual emphasis in financial and organizational management. Sergeant Benjamin is currently pursuing a Juris Doctor through the University of Maine School of Law. Sergeant Benjamin is a certified Drug Recognition Expert Instructor with extensive training in impaired driving investigation and enforcement. He is a certified internal affairs investigator, Field Training Officer Supervisor, and a PowerDMS Certified Professional. Sergeant Benjamin previously served as a member of assessment and re-assessment teams for nearly a dozen agencies.



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Assessor: Chief of Police Mark Leonard
Agency: Veazie Police Department
Email Address: mleonard@veaziepd.net
Chapters Assigned: 1, 4, 8, 10, 11

Mark Leonard is a seasoned law enforcement professional and public servant with more than two decades of experience in municipal administration and policing within the Town of Veazie, Maine. He currently serves as both Town Manager and Chief of Police, bringing extensive experience in public safety administration, municipal operations, and community leadership.

As Chief of Police, Leonard leads a department of 10 sworn officers and is responsible for operational oversight, budget development, policy administration, and community engagement. He has held leadership positions within professional law enforcement organizations, including President of the Maine Chiefs of Police Association and the New England Association of Chiefs of Police. He also served as Interim Chief of Police in Lincoln, Maine, from 2023 to 2025.

Leonard is actively engaged in regional and statewide community service. He currently serves as the Past Chair of the Penquis CAP Board of Directors and is a member of the Maine Municipal Association's Executive Committee and is a member of several civic organizations, including Vice Chair of the Bangor Y Board of Directors. He is a member of the Masonic fraternity, the Anah Shriners and an Eagle Scout.

Assessor: Lieutenant Patrick Hood (Ret.), Maine State Police
Agency: Dirigo Safety
Email Address: Patrick.Hood@dirigosafety.com
Chapters Assigned: 2, 5, 9, 12

Lt. Hood served 25 years with the Maine State Police from 1998 to 2023, retiring as the Troop Commander at the Central Field Troop barracks covering seven Counties. He was promoted to Lieutenant for a period of four years, Sergeant for eight years, and Trooper for his first 13 years.

Lt. Hood served on the State Police Tactical Team for eight years, The State Police Pipe and Drum Unit for 11 years, was a member of the Maine Council for Elder Abuse Prevention since its inception in 2011 and was a board member at the Sexual Assault Support Services of Mid Coast Maine (SASSMM) in Brunswick for eight years.

Lt. Hood holds an Associate of Science degree in Criminal Justice from the University of



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Maine, Orono. Patrick is now an employee of Dirigo Safety serving as a Law Enforcement Liaison for the Bureau of Highway Safety, State of Maine.

The Maine Law Enforcement Accreditation Program (MLEAP) is the compilation of what Maine law enforcement professionals believe are the *best practices* needed to address the most critical tasks of law enforcement in our state. The standards were developed and are maintained by the Maine Chiefs of Police Association to ensure appropriate protection of citizens' rights, to improve the safety of public safety employees, and to ensure the operational and professional integrity of the law enforcement entity.

Attaining accreditation through MLEAP means that the agency meets or exceeds the 164 identified standards for Maine law enforcement agencies that are applicable to the agency. These standards cover all aspects of law enforcement operations, including the use of force, protection of citizen rights, pursuits, property and evidence management, patrol and investigative operations. While being accredited does not guarantee an agency will not make a mistake, it does ensure that agency has carefully thought about these critical issues, has developed policy and procedures to address them, and has systems in place to identify and correct problems. The assessment process includes review by trained MLEAP assessors to ensure the department seeking accreditation has required policies, procedures, training and physical infrastructure to comply with the established standards. The process began with an **off-site review** of all applicable chapters and verification of the proofs of compliance provided by the Lincoln Police Department. MLEAP ensures that an agency has addressed the most critical law enforcement issues in both policies as well as in actual operations, often requiring proof that every employee has received and understands department policies. Additional requirements can include proof of roll-call training. Finally, the on-site review consists of a physical verification that all the required practices are happening on any given day.

A. Agency and Community Profiles:

The Lincoln Police Department (LPD) is a full-service municipal law enforcement agency serving the Town of Lincoln, Maine. Guided by its core values of Integrity, Competency, and Fairness, the department is committed to protecting the lives, property, and constitutional rights of residents and visitors through professional, ethical, and community-oriented policing.

The department is staffed by 12 full-time employees, consisting of one Chief of Police, two Sergeants, one Detective, and eight Patrol Officers, along with one full-time Administrative Assistant and two Reserve Police Officers. The department provides 24-hour law enforcement services, including patrol operations, criminal investigations, traffic enforcement, emergency response, crime prevention, and community policing. The Lincoln Police Department places a



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strong emphasis on professional development, accountability, accreditation, and the use of modern technology to enhance public safety. Officers receive ongoing training to ensure they are prepared to meet the changing needs of the community while providing the highest level of service.

Located in Penobscot County, the Town of Lincoln encompasses approximately 75 square miles, making it one of the largest municipalities by land area in central Maine. The department is responsible for policing a diverse landscape that includes residential neighborhoods, a downtown business district, schools, healthcare facilities, industrial areas, rural roadways, and 13 lakes. Covering such a large geographic area requires officers to be prepared to respond quickly and effectively across a wide range of environments and incidents.

Lincoln has a year-round population of approximately 4,900 residents and serves as the regional hub for healthcare, education, commerce, and government services for several surrounding communities.

Originally known as a thriving mill town, Lincoln has evolved into a growing destination for outdoor recreation and tourism. The town's many lakes attract thousands of seasonal residents and visitors each year for boating, fishing, swimming, and other recreational activities. As a result, the department experiences a significant increase in calls for service during the summer months, including traffic enforcement, recreational safety, special events, and public safety response.

The Lincoln Police Department works closely with the Penobscot County Sheriff's Office, the Maine State Police, Lincoln Fire Department, neighboring public safety agencies, and community partners to provide coordinated emergency services. The department recognizes the unique challenges of policing a large geographic area with a fluctuating seasonal population and remains committed to providing professional, responsive, and effective law enforcement services to everyone who lives in or visits the Town of Lincoln.

B. Assessment Summary

The team of assessors began their off-site review, working closely with the Lincoln Police Accreditation Program Manager to ensure that all applicable standards were in compliance. The off-site assessment was completed on Saturday, June 13, 2026. On Thursday, July 2, 2026, the assessment team completed their on-site assessment at the Lincoln Police Department.



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The on-site assessment began with the assessment team meeting Chief Lee Miller in the parking lot of the Lincoln Police Department. The assessment team received a tour of the facility before each assessor spoke with personnel relating to their assigned chapters. Team Leader Benjamin partook in a ride-along with Officer Nic Milner. The assessment concluded with an exit interview with Chief Miller.

C. Chapter Summaries

Chapter 1 — Administration and Organization

Assessor review was completed on- and off-site and found the Lincoln Police Department in compliance with all applicable standards in Chapter 1.

The Lincoln Police Department maintains a clearly defined organizational structure that establishes authority, responsibility, and accountability throughout the agency. Department policies and written directives are comprehensive, current, and consistent with accepted law enforcement practices.

Chief Miller is responsible for the overall administration of the department, including fiscal management, policy development and implementation, capital asset oversight, and personnel administration. As the MLEAP Accreditation Program Manager, Chief Miller is responsible for ensuring that accreditation files, written directives, and proofs of compliance are maintained in PowerDMS. Department policies and the organizational chart are readily accessible to all personnel through PowerDMS and are reviewed and updated on an annual basis, or as operational needs require.

The assessment verified that the department has established procedures governing fiscal accountability, inventory control, and the management of department-owned equipment. Financial transactions are conducted in accordance with municipal policies and procedures that are consistent with applicable MLEAP standards. Appropriate accountability measures are in place for capital assets and for personally owned equipment authorized for official use.

The Lincoln Police Department has demonstrated a commitment to maintaining compliance with MLEAP standards beyond the accreditation assessment. The agency utilizes PowerDMS to monitor policy review cycles, accreditation tasks, and ongoing compliance requirements to assist in sustaining compliance between accreditation assessments.

Based on the documentation reviewed, interviews conducted, and observations made during the assessment process and found the Lincoln Police Department in compliance with all applicable



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standards contained within Chapter 1, Administration and Organization.

Chapter 2 — Professional Standards & Conduct

Assessor review was completed on- and off-site and found the Lincoln Department in compliance with all applicable standards in Chapter 2.

The Lincoln Police Department was found in compliance with its policies and required training specific to high-liability areas, such as bias-based policing, oath of office, sexual harassment, professional conduct, personnel appearance, and internal investigations.

The agency maintains a records retention system that is secure and follows the State's records retention schedule. The Lincoln Police Department securely maintains internal investigation files in the office of the Chief of Police. Chief Miller contracts with Edgewater Investigations when necessary for internal investigations. Personnel files are appropriately separated in accordance with MLEAP standards and are securely maintained at the Police Department.

Personnel and IA files were securely locked in filing cabinets inside the Chief's office. Employee files that contain medical and polygraph material are also securely stored in the Chief's office, separated from documents that could be legally requested within the course of law enforcement business.

Chapter 3 — Training

Assessor review was completed on- and off-site and found the Lincoln Police Department in compliance with all applicable standards in Chapter 3.

The agency utilizes a blend of PowerDMS and paper-training certificates for its training records. Any paper copies of training documents are secured in separate officer folders within the office of the Chief of Police. It was fully apparent that LPD fully leverages technology in its operations. For example, the Field Training and Evaluation Program is robust and utilizes PowerFTO, an electronic training platform that is well-integrated into department operations. The breadth and depth of detail documented in PowerFTO was particularly noteworthy.

Chapter 4 — Personnel

Assessor review was completed on- and off-site and found the Lincoln Department in compliance with all applicable standards in Chapter 4.



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The department maintains personnel files that were found to be complete, organized, and properly maintained. Chief Miller has established written directives governing recruitment, hiring, employee wellness, and personnel administration. Documentation reviewed during the assessment confirmed that the department follows a structured selection process for both sworn and civilian personnel that is consistent with MLEAP standards.

The assessment also verified that the department maintains a formal employee wellness program and conducts annual performance evaluations in accordance with established policy. Evaluation records confirmed compliance with required timelines, and documentation verified that supervisors conducting evaluations have received appropriate training.

Based on the documentation reviewed, interviews conducted, and on-site observations, the assessor found the Lincoln Police Department in compliance with the applicable standards contained within Chapter 4, Personnel. The department has established sound personnel management practices that support accountability, professionalism, and continued compliance with MLEAP accreditation standards.

Chapter 5 — Records & Information Management

Assessor review was completed on- and off-site and found the Lincoln Police Department in compliance with all applicable standards in Chapter 5.

All records are securely stored in compliance with MLEAP standards in a newly renovated area within the facility. These records are neatly stored in boxes that are labeled and arranged for easy access. The agency follows all record retention requirements as required by law.

Chief Miller serves as the designated Public Information Officer (PIO) for the agency.

Chapter 6 — Use of Force

Assessor review was completed on- and off-site and found the Lincoln Police Department in compliance with all applicable standards in Chapter 6.

The Lincoln Police Department maintains current policies, training, and compliance with all standards related to the use of force, types of approved weapons and ammunition, use of force documentation and review, and annual reporting of uses of force. Officers are trained on their duty to intervene against unlawful uses of force, as well as the necessity of rendering medical aid after a use of force.



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In April of 2025, Chief Miller convened an Incident Review Team (IRT) after two LPD officers were involved in a deadly force encounter on February 12, 2025. The review process was methodical, detailed, and examined LPD's policies, procedures, training, and equipment. As part of this review, several recommendations were made by the IRT that are relevant to Chapter 6 of MLEAP standards. It should be noted and commended that LPD has since implemented all of the recommendations contained in the IRT report.

Chapter 7 — Law Enforcement Operations

Assessor review was completed on- and off-site and found the Lincoln Police Department in compliance with all applicable standards in Chapter 7.

The agency provides 24-hour law enforcement response, with personal scheduling handled by PowerTime, an electronic scheduling platform. Agency equipment is diligently tracked through AssetTiger, a web-based service that provides fast and accurate accounting of agency equipment, including special use equipment such as a TruNarc narcotics detection device.

Team Leader Benjamin rode with Officer Nic Milner, who provided a tour of both an agency patrol vehicle, as well as the Town of Lincoln itself. The patrol vehicle was outfitted with modern equipment and was set up thoughtfully. Agency personnel are thoroughly trained on lawful bases of arrest, crash investigation, traffic enforcement, and so on. The agency does not utilize confidential informants or narcotics funds.

Chapter 8 — Unusual Situations

Assessor review was completed on- and off-site and found the Lincoln Police Department in compliance with all applicable standards in Chapter 8.

The assessment verified that the Lincoln Police Department has established comprehensive written directives addressing unusual and high-risk incidents. Although the department does not maintain a dedicated tactical team, mutual aid agreements with the Maine State Police and the Penobscot County Sheriff's Office provide access to specialized resources when needed. Training records confirmed that department personnel receive instruction in responding to critical incidents, including the use of less-lethal force options, ballistic shields, and other specialized equipment.

The assessment further confirmed that all personnel have access to the department's Emergency Operations Plan and receive training in the National Incident Management System (NIMS) and the Incident Command System (ICS). The department utilizes an all-hazard



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approach to emergency management, providing a standardized framework for the effective coordination and management of critical incidents.

Based upon the review of written directives, supporting documentation, training records, and on-site observations, the Lincoln Police Department is in compliance with the applicable standards contained within Chapter 8, Unusual Circumstances. Under the leadership of Chief Miller, the department has established appropriate policies, training, and mutual aid resources to effectively respond to unusual and high-risk incidents while maintaining compliance with MLEAP accreditation standards.

Chapter 9 — Communications

Assessor review was completed on-site and found the Lincoln Police Department in compliance with all applicable standards of Chapter 9.

The Lincoln Police Department contracts its law enforcement communications through the Penobscot Regional Communications Center (PRCC) located in Bangor on the third floor of the former Courthouse. The building itself is open to the public during normal business hours; however, access to the center is fully controlled by keypad/swipe card and monitored by CCTV.

PRCC is supervised by Director Christopher Lavoie and Deputy Director Bradley Fitzgerald. This leadership team has previously reviewed all standards in Chapter 9 as part of Old Town Police Department's reaccreditation in April of 2026. PRCC has the distinction of being the busiest of the State's Public Safety Answering Points (PSAP). Their staff of 26 full-time and five part-time telecommunicators answer more than 72,000 9-1-1 calls annually.

All dispatchers are Certified Terminal Operators (CTO). Each dispatcher is cross-trained on all police and fire systems and has full access to criminal justice information systems (METRO, NLETS, NCIC). Employment and training records are kept electronically by the Director and Deputy Director. PRCC policies are kept in both digital and paper formats that each dispatcher can access with ease. PRCC also utilizes the phone call and radio communication playback software program as needed.

Each dispatcher station within the center has an uninterrupted power supply (UPS) in addition to a UPS for each server and a backup generator for the entire building. PRCC leadership supports a culture of wellness for their employees to ensure the cumulative stress of a 911 dispatcher is managed early and often. Both the Director and Deputy Director know their people well and have constant interaction/oversight of the types of emergencies that begin with a phone



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call. The leadership also encourages their dispatchers to ride along with both police and fire departments to build strong professional relationships.

Chapter 10 — Processing & Transportation

Assessor review was completed on- and off-site and found the Lincoln Police Department in compliance with all applicable standards in Chapter 10.

The assessment verified that the Lincoln Police Department does not maintain holding cells or a short-term detention facility. When appropriate, prisoners who are eligible for bail may be processed and released from the police station to minimize unnecessary transportation due to the travel distance to the detention facility. Prisoners requiring detention are transported to the Penobscot County Jail in accordance with department policy and established procedures.

The assessment confirmed that written directives address prisoner processing, transportation, medical care, searches, and the handling of prisoner property and contraband. Chief Miller verified that these procedures are understood and consistently applied. The Penobscot County Jail operates in compliance with the Maine Jail Standards Act and is inspected by the Maine Department of Corrections, providing an appropriate facility for the secure detention of prisoners accepted from the Lincoln Police Department.

Based upon the review of written directives, supporting documentation, interviews, and on-site observations, the assessor determined that the Lincoln Police Department is in compliance with the applicable standards contained within Chapter 10, Processing and Transportation. The department has established policies and procedures that ensure the safe, secure, and lawful processing and transportation of prisoners while maintaining compliance with MLEAP accreditation standards.

Chapter 11 — Court Security

The assessment determined that Chapter 11 is not applicable to the Lincoln Police Department. The department is not responsible for providing court security services and is not contracted by or assigned to any court for court security functions.

Chapter 12 — Property & Evidence Management

Assessor review was completed on- and off-site and found that the Lincoln Police Department in compliance with all applicable standards in Chapter 12.



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The Agency uses Spillman to track the receipt and return of all property and evidence. There is a clearly established policy for evidence processing, storage, disposal, and return.

The Lincoln Police Department utilizes its Detective as an Evidence Custodian (EC) to oversee the handling of property and evidence. Access to property and evidence is appropriately controlled. Audits are conducted regularly to ensure that evidence and property are appropriately tracked.

The Lincoln Police Department is one of many police agencies that has secured funding to modernize its evidence storage management. LPD has partnered with a vendor who provides similar storage systems to neighboring agencies, resulting in doubling the storage space within the same evidence room. The Lincoln Police Department utilizes a single locker for same-day evidence returns, such as lost and found items. Evidence room access is granted through a key code held by the primary EC and secondary EC. The interior of the evidence room is monitored by CCTV, and access is also tracked with a sign-in/out sheet.

Detective Stu Jacobs signed into the Spillman evidence module to provide a brief tutorial on how evidence is entered, tracked, and returned. Assessor Hood then chose three property numbers for Detective Jacobs to retrieve. All property was retrieved efficiently and had proper labels according to what the evidence was, where it was located, and what case it referenced. All pieces of evidence within the permanent evidence locker were logically stored, neatly placed, and accessible in a climate-controlled room.

The process for evidence destruction was also explained in detail, including the protocol for evidence going to a local transfer station to be incinerated. Det. Jacobs also produced reports on recent annual and unannounced evidence audits.

D. Summary and Recommendation:

All sworn and civilian staff present well and display a positive, highly competent, and helpful attitudes. The department's vehicles are of high-quality and upkeep, and the workspace(s) provided to staff appeared to be more than adequate. The agency's equipment and training are also strong indicators of the community's commitment to public safety, as the department has all the necessary resources required to carry out its law enforcement mission.

In January of 2025, Lee Miller was appointed Chief of Police. Chief Miller previously served for 18 years with the Old Town Police Department, rising to the rank of Deputy Chief during his time there. Chief Miller's dedication to running a progressive law enforcement department is evident by the pursuit of MLEAP Accreditation.



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Upon completion of the on- and off-site review, it was apparent to the assessment team that the Lincoln Police Department met or exceeded all MLEAP standards. The team commends and congratulates the agency on this accomplishment and recommends the Lincoln Police Department for MLEAP accreditation. Final consideration and the decision to award accreditation status lies with the MLEAP Committee of the Maine Chiefs of Police Association.

Submitted by Sgt. Rory M. Benjamin, Team Leader



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LINCOLN POLICE DEPARTMENT

2026 Assessment

STANDARD (MLEAP Standards Manual Edition 5)	STATUS
Chapter One	
1.01 Organization (EV)	In Compliance
1.02 Budget (E)	In Compliance
1.03 Cash Transactions (EV)	In Compliance
1.04 Written System of Agency Directives (EV)	In Compliance
1.05 Agency Jurisdiction (E)	In Compliance
1.06 Law Enforcement Officer Authority (E)	In Compliance
1.07 Authority of the CLEO (E)	In Compliance
1.08 Duty to Obey Lawful Orders (E)	In Compliance
1.09 Sworn Personnel / MCJABOT Requirements (E)	In Compliance
1.10 Accounting for Agency Owned Capital Assets (E)	In Compliance
1.11 Approval for Personally Owned Equipment (E)	In Compliance
1.12 Agency Issued Property/Equipment (E)	In Compliance
1.13 Continuing Compliance with MLEAP Standards (EV)	In Compliance
Chapter Two	
2.01 Bias Based Policing (E)	In Compliance
2.02 Code of Ethics (EV)	In Compliance
2.03 Oath of Office (E)	In Compliance
2.04 Internal Investigations (E)	In Compliance
2.05 Time Limit on Internal Investigations (E)	In Compliance
2.06 Complaints Requiring an Investigation (E)	In Compliance
2.07 Notification of the CLEO (E)	In Compliance
2.08 Appeal Procedures for Disciplinary Actions (E)	In Compliance
2.09 Records and Security of Complaints and Investigations (EV)	In Compliance
2.10 Notification to Complainant (E)	In Compliance
2.11 Sexual and Other Unlawful Harassment (E)	In Compliance
2.12 Professional Conduct (E)	In Compliance



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2.13 Appearance (EV)	In Compliance
2.14 Truthful (E)	In Compliance
2.15 Political Activity (E)	In Compliance
2.16 Attendance (E)	In Compliance
2.17 Individual Rights (E)	In Compliance
2.18 Personal Conduct (E)	In Compliance
2.19 Alcoholic Beverages (E)	In Compliance
2.20 Drugs (E)	In Compliance
2.21 Gifts/Gratuities (E)	In Compliance
2.22 Emergency Recall Procedures (E)	In Compliance
2.23 Personnel Files (EV)	In Compliance
Chapter Three	
3.01 Annual Firearms Qualifications and Training (E)	In Compliance
3.02 Use of Deadly Force Training (E)	In Compliance
3.03 Annual Inspection of Firearms (E)	In Compliance
3.04 Use of Force Training and Proficiency for Less Lethal Weapons (E)	In Compliance
3.05 Training Records (EV)	In Compliance
3.06 In-Service Sworn Officer Training (EV)	In Compliance
3.07 In-Service Non-Sworn Training (E)	In Compliance
3.08 Supervisor Training (E)	In Compliance
3.09 SWAT/Special Response Team Training (E)	In Compliance
3.10 Crisis Negotiator Training (E)	In Compliance
3.11 Field Training Program (E)	In Compliance
3.12 Field Training Officer Training (E)	In Compliance
3.13 Field Training Officer Process Review (E)	In Compliance
3.14 Training Evaluations (EV)	In Compliance
3.15 Training Rotations (E)	In Compliance
3.16 Background Investigator Training (E)	In Compliance
3.17 Required Communication Specialists Training (EV)	In Compliance
3.18 Chief Law Enforcement Officer Training (E)	In Compliance
3.19 Internal Affairs Investigator Training (E)	In Compliance
Chapter Four	
4.01 Employee Selection Procedures (E)	In Compliance



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4.02 Polygraph Examinations (E)	In Compliance
4.03 Background Investigations for Selection of Employees (E)	In Compliance
4.04 Disposition of Selection Records of Applicants (E)	In Compliance
4.05 Off-Duty Employment (E)	In Compliance
4.06 Promotional Process (E)	In Compliance
4.07 Promotional Eligibility Lists (E)	In Compliance
4.08 Annual Performance Evaluations (EV)	In Compliance
4.09 Performance Evaluation Training (E)	In Compliance
4.10 Employee Safety and Crash Prevention (E)	In Compliance
4.11 Recruitment Plan for Full-Time (E)	In Compliance
4.12 Employee Wellness (E)	In Compliance
4.13 Early Intervention System (E)	In Compliance
4.14 Personnel Critical Incident Data Collection (E)	In Compliance
Chapter Five	
5.01 Privacy and Security of Records (EV)	In Compliance
5.02 Records Retention (E)	In Compliance
5.03 Release of Information (E)	In Compliance
5.04 Public Information Officer (P.I.O.) (E)	In Compliance
Chapter Six	
6.01 Authorization to Use Force (E)	In Compliance
6.02 Authorization of Deadly Force (E)	In Compliance
6.03 Use of Force Documentation and Review (E)	In Compliance
6.04 Weapons and Ammunition (E)	In Compliance
6.05 Carrying and Use of Weapons, On and Off Duty (E)	In Compliance
6.07 Medical Aid after Using Force (E)	In Compliance
6.08 Removal from Line Duty after Using Deadly Force (E)	In Compliance
6.09 Warning Shots (E)	In Compliance
6.10 Annual Use of Force Report (E)	In Compliance
6.11 De-Escalation Techniques (E)	In Compliance
6.12 Duty to Intervene (E)	In Compliance
Chapter Seven	



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7.01 24-Hour Law Enforcement Response to Emergency Situations (V)	In Compliance
7.02 Arrests with a Warrant (E)	In Compliance
7.03 Arrests without a Warrant (E)	In Compliance
7.04 Authority to Arrest Outside Jurisdiction (E)	In Compliance
7.05 Probable Cause Determinations and First Appearances (E)	In Compliance
7.06 Miranda Warning (E)	In Compliance
7.07 Interrogation (E)	In Compliance
7.08 Search and Seizure Warrants (E)	In Compliance
7.09 Searches Without A Warrant (E)	In Compliance
7.10 Family Violence (E)	In Compliance
7.11 Preliminary Investigations (E)	In Compliance
7.12 Follow up Investigations (E)	In Compliance
7.13 Informants (EV)	In Compliance
7.14 Confidential and/or Narcotics Funds and Audits (EV)	In Compliance
7.15 Vehicle Pursuits (E)	In Compliance
7.16 Pursuit Documentation (E)	In Compliance
7.17 Non-Emergency and Emergency Response (E)	In Compliance
7.18 Crash Investigation (E)	In Compliance
7.19 Reflective Vests (EV)	In Compliance
7.20 Roadblocks (E)	In Compliance
7.21 Stop Sticks/Road Spikes (E)	In Compliance
7.22 Seatbelts (EV)	In Compliance
7.23 Inspection of Patrol Vehicle and Equipment (E)	In Compliance
7.24 Special Use Equipment (EV)	In Compliance
7.25 Alarms (E)	In Compliance
7.26 Reserve Officer Program (E)	In Compliance
7.27 Traffic Enforcement Operations (E)	In Compliance
7.28 Civil Process Records (E)	In Compliance
7.29 Civil Process Procedures (E)	In Compliance
7.30 Sex Offender Registration (E)	In Compliance
7.31 Eyewitness Identification (E)	In Compliance



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7.32 Missing Persons (E)	In Compliance
7.33 Protective Custody (E)	In Compliance
7.34 In-Car and/or Body-Worn Audio/Video (E)	In Compliance
Chapter Eight	
8.01 Barricaded Suspect and/or Hostage Incidents (E)	In Compliance
8.02 Bomb Threats and Responding to Bomb Incidents (E)	In Compliance
8.03 Hostage Negotiations (E)	In Compliance
8.04 Tactical Team (EV)	In Compliance
8.05 Emergency Operations Plan (EV)	In Compliance
8.06 After Action Report (E)	In Compliance
8.07 Review of Emergency Operations Plan (V)	In Compliance
8.10 Hazardous Materials (E)	In Compliance
Chapter Nine	
9.01 Communication Centers (24-hour access) (V)	In Compliance
9.02 Facility Security (V)	In Compliance
9.03 Playback System (V)	In Compliance
9.04 Back Up Power Source (V)	In Compliance
9.05 Emergency Telephone Number (V)	In Compliance
9.06 24-hour Two Way Radio Capability (V)	In Compliance
9.07 Access to Criminal Justice Information Systems (V)	In Compliance
Chapter Ten	
10.01 Searching and Transport (E)	In Compliance
10.02 Notification of Juvenile Community Corrections Officer (E)	In Compliance
10.03 Separation of Prisoners (EV)	In Compliance
10.04 Holding Facility (EV)	In Compliance
10.05 Access to Short-Term Detention Area and Holding Facility (EV)	In Compliance
10.07 Fire Protection for Short-Term Detention Area and Holding Facility (V)	In Compliance
10.08 Evacuation Plan for Short-Term Detention Area and Holding Facility (V)	In Compliance
10.09 Prisoner's Property Release (EV)	In Compliance
10.10 Prisoner Identification Procedure (EV)	In Compliance



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10.11 Medical Assistance for Prisoners (EV)	In Compliance
10.13 Strip Searches (EV)	In Compliance
10.14 Body Cavity Searches (EV)	In Compliance
10.15 Short-Term Detention Area and Holding Facility Key Control (EV)	In Compliance
10.16 Prisoner Escapes (E)	In Compliance
10.17 Short-Term Detention Area and Holding Facility Inspection (EV)	In Compliance
10.18 Minimum Standards for Holding Facility (V)	In Compliance
10.19 Visual Observation of Prisoners (V)	In Compliance
10.20 Weapons in the Short-Term Detention and Holding Facility Area (EV)	In Compliance
10.21 Consular Notifications (E)	In Compliance
Chapter Eleven	
11.01 Courthouse/Courtroom Security (EV)	N/A
11.02 External Communications (V)	N/A
11.03 Emergency Response and Evacuation Plans (V)	N/A
Chapter Twelve	
12.01 Property and Evidence – Chain of Custody (EV)	In Compliance
12.02 Access to Crime Scene Personnel (EV)	In Compliance
12.03 Property/Evidence Submission (E)	In Compliance
12.04 Property/Evidence Storage Area Security (EV)	In Compliance
12.05 Disposal of Property/Evidence (EV)	In Compliance
12.06 Release of Property (E)	In Compliance
12.07 Annual Unannounced Inspection of Property/Evidence (E)	In Compliance
12.08 Annual Audit of Property/Evidence (EV)	In Compliance
12.09 Change of Assignment inventory of Property/Evidence (EV)	In Compliance

MONTHLY REPORT

DATE: Aug 3, 2026
TO: Town Manage
FROM: Les Brown Fire-EMS Chief
RE: July, 2026 Monthly Report

ACTIVITIES : I have added a no transport Line this is calls where patient refused transport after calling Ambulance for Medical reason,
Also I added a line that shows when Patient called 911 All they needed was a lift assist,
Service calls is when crews went out to do Escorts, Flags,
Assist other town departments,

TRAINING:

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

BUDGET/OVER TIME

Vacations, floaters, and employees sick has been our overtime this month.

Ambulance Runs & Transfers			
Month	E M S Runs	Transfers Included	Fire Calls
July 2026	171	13	65
..			
Fall Calls	40		
NO Transport	59		
Out of town sign offs	5		
In town sign offs	54		
Service, Calls	10		

Lincoln Fire Department Fuel Consumption Log - Month of July 2027

Date	Who are you?	What Truck are you in?	\$ Per Gallon	# Of Gallons	Mileage	Engine Hours	Cost at Pump
7/2/26	5311	532	5.199	18.803	87481	9634.2	97.76
6/29/26	5319	531	5.199	13.010	42470.1	3527.9	67.64
7/3/26	5319	531	5.199	11.988	412523.5	3532.8	62.33
7/4/26	H. Miller	532	5.19	24.7	88667	9644.8	128.73
7/5/26	Correia	536	3.87	13.622	17922.6		52.84
7/5/26	Freier	583	5.199	9.678	49469.2	3986.2	50.32
7-6-26	Burger	531	5.19	20.817	42571.5	12768.1	108.23
7/8/26	MIRTES	531	5.199	20.228	42713.0	3543.3	105.17
7-10-26	Fiske	531	5.199	13.467	42764.9	3546.3	70.01
7/12/26	5311	532	5.199	20.762	88148	9657.8	107.94
7/12/26	MIRTES	531	5.199	8.885	42810.8	3549.6	46.19
7/14/26	H. Miller	536	3.84	17.1	18093.6	803	66.01
7/16/26	MIRTES	533	5.499	4.398	50059.2	3989.6	24.18
7/16/26	MIRTES	533	5.499	3.091	50039.2	3989.6	17.00
7/16/26	MIRTES	531	5.499	17.377	42856.6	3554.4	95.56
7-17-26	Fiske	536	3.559	13.632	18234.6	—	54.51
7-17-26	Hammond	535	5.499	42.963	31702.5	12775.2	236.25
7-17-26	Miller	WTU	3.999	3.526	92978	18.4	14.10
7-19-26	Fiske	531	5.499	16.184	42901.7	3560.6	89.00
7/21/26	Church	532	5.499	16.146	88202	9657.2	88.79
7/22/26	Zboray	531	5.499	12.271	42953.5	3564.9	67.98
7/24/26	Church	531	5.599	12.998	43005.9	3568.3	72.78
7-26-26	Fiske	532	5.599	9.645	85233	9659.0	54.00
7/27/26	Zboray	531	5.599	13.347	43055.1	3572.1	74.73
7/28/26	Chandler	536	4.199	15.269	18315.7	—	64.71
7/28/26	Chandler	532	5.599	13.650	98287	9663.2	76.43
7/29/26	Chandler	533	5.599	11.085	50077.3		62.06
				398.63		\$	1999.23
				870.43	monthly total		\$3931.77

Lincoln Fire Department Ambulance 537 Fuel Log

Date	Employee	Mileage	\$ Per Gallon	# Of Gallons	Total
7-2-26	Mirses	5888.0	3.899	11.689	45.58
7-4-26	Gerken	5957.3	3.879	11.896	46.14
7/6/26	Chandler	6036.8	3.859	15.908	61.39
7/9/26	Stratton	6161.3	3.849	22.629	87.10
7/10/26	Burger	6241.9	3.849	12.887	49.60
7/11/26	Burger	6289.9	3.849	11.086	42.67
7/14/26	Goslin	6448.5	3.849	21.648	83.32
7/16/26	Munson	6538.1	3.849	13.789	53.07
7/17/26	Zboray	6611.2	3.999	12.492	49.96
7/18/26	Stratton	6664.5	3.999	10.162	40.64
7/21/26	Burger	6716.8	3.989	13.155	52.48
7/23/26	Munson	6816.0	4.009	17.831	73.10
7/24/26	Fiske	6887.4	4.099	11.527	47.25
7/26/26	Stratton	6959.0	4.099	14.105	57.82
7/27/26	Zboray	7096.8	4.099	19.658	80.58
7/29/26	Gerken	7236.0	4.199	23.799	99.93
7/31/26	Mitchell	7313.5	4.199	14.818	59.70
				258.44	1070.97

No paper
no receipt

Lincoln Fire Department Ambulance 538 Fuel Log

[illegible]

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

DATE: July 30, 2026
TO: Wade Shaefer, Town Manager
FROM: George Briggs, Public Works Director
RE: July, FY 2027

ACTIVITIES:

The month of July has been a busy, hot and humid one for the Public Works Department. Culvert replacement or repair dominated the schedule this month as 3 culverts and 2 cross-pipe issues were addressed. Receiving a new culvert or a culvert replacement were Mohawk rd. and Worcester Way. Additionally, multiple cross-pipes have been found to be compromised and several of these offending assemblies were replaced.

Public Works graded Half township and Curtis Farm Road in anticipation of the bridge work that detoured traffic from Lee to Lincoln, for approximately 3 weeks. We also put out more than 4000 gallons of calcium to try and contain the dust.

The month of July also saw the completion of the early season paving project. This project was able to come in far cheaper than we anticipated. So, we were able to shim some on frost street to save money in hopes to finish paving all of Frost Street next year. We also got a good deal from our paving crew to do the sidewalks on High Street. We were going to work with DOT paving crew to do the sidewalks at the same time to tie them in together. But DOT's basins that has been problematic for years wasn't able to be completed in the time frame that was permitted. So wasn't able to get the permit. I am in contactant with the DOT engineer to see what can do moving forward.

Completion of the paving work then allows the PW paint crew to continue the annual painting project. In a normal year, I desire the painting to be 100% complete by mid-June if not earlier. This year it will be mid-August. The biggest factor contributing to this delay has been the multiple ongoing paving and drainage projects all concurrently underway. Crosswalks, Stop Bars and Directional Arrows will all receive fresh paint this season.

As part of the annual Loon Festival preparation, a patch crew was deployed, focusing on the downtown areas ensuring no dangerous tripping hazards were present. Many defects in this area were repaired in an effort to minimize the risk of a person falling or otherwise being the victim of some sort of injury. Basins were addressed on Mechanic Street and several on Lake Street. The PWD assisted in another way as well, providing, delivering and placing the jersey barrier anchors used to anchor the tents placed in the Memorial Square as part of the Loon Festivities.

A medium sized tree came down in heavy winds on Phinney farm road. This tree was cleared by the PW crew depositing it at the Transfer Station. A similar instance came when a tree came down on Sweet road and required a crew to be dispatched to the location to remove the tree.

PUBLIC WORKS MONTHLY REPORT
CONTINUED....

The mechanic was busy this month with keeping the PW department routine maintenance on task and some major repairs with other departments that kept him very busy. PW maintenance on loader did a 2000hr service on rearend with changing the rearend oil. Which included an oil cooler replacement on backhoe at transfer station, do to brush getting lodged up under belly pan. Fire department brought their truck 531 over for electrical issues, figuring it out it was the electrical changed tire and did yearly service. And the PD he replaced battery in RSO car and also did an oil change in one of their cruisers

The PW had another resignation on July 9th Riley Butler. An employee of the town for just over a year. Which now leaves us down 2 plow truck drivers.

July FY27					
Trucks	Beginning Mileage	Ending Mileage	Total Miles	Gallons	Miles Per Gallon
PW Safety Vehicle	111080	111260	180	15.25	11.80
Director's Vehicle	39929	40237	308	18.4	16.74
Truck #2	23463	23903	440	61.7	7.13
Truck #8	58252	58749	497	64.94	7.65
Truck #13	9118	9334	216	33.54	6.44
Equipment	Beginning Hours	Ending Hours	Total Hours	Gallons	Hours Per Gallon
Grader	10999	11084	85	20.7	4.11
			Miles/Hours	Gallons	
Total Trucks			1153	160.18	7.20
Total Equipment			85	20.7	4.11

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

DATE: July 30 2026
TO: , Town Manager Wade Shafer
FROM: Tim Wright Transfer Station
RE: JULY, FY2027

ACTIVITIES:

The month of July was typical one for the facility for this time of the year. The majority of the month saw sunny skies and seasonal but at times hot summer temperatures. The traffic that flows thru the facility was moderate and heavy during peak hours. This is expected and the crew handled it with not too much trouble

The total SMW for the month was high, coming in at 435.79 tons, this was a record high for the last 2 years. Compare the current total to last months total of 342.88 it was quite a challenge for the 2-man crew but was handle very well. We had 15 trips to WMS and 3 trips to Juniper ridge. The monthly average per trip was 24.5 tons per trip. The fuel usage was \$1797.69 Public works gave us a huge hand and loaded 3 loads. This was all the furniture & sheetrock & shingles and tires that we were not able to put in with the regular trash. Just wanted to thank them for all the hard work they did all in 2 days.

Recycling efforts were good this month as well. 29 bales of cardboard were collected and processed. A shipment of this material is scheduled for today July 31st for 44 bales of cardboard. we also started to take in Burlington food pantry cardboard that brought in 2 loads. That is showing that good neighbors like Lincoln transfer station are willing to help with a non-profit organization to reduce their cost and recycling their cardboard. A single bale of newspaper was produced.

The month saw a moderate number of shipments. Two loads of mixed metal left the facility as dis 1,000 of used motor oil with Tree line being the recipient.

The fire pit saw an expected level of deposit and burned for 12 days.

Mechanical issues we had the loader down because of a cracked line and was fixed by the mechanic as sone as the parts arrived. All normal PM was performed and records of same are kept at the facility.

Materials Shipped:

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

Materials Shipped

Materials	MTD	FYTD	Comments
Cardboard	44 bails	44 bales	1000lbs. per bale
Newsprint		4 bails	1700lbs. per bale
Plastic #2		9 bails	700lbs. per bale
SOW		9 bails	780lbs. per bale
Light Iron & Tin	2 Loads	2 Loads	Tons vary per load
Glass			
Ash	1 load	1 load	12-15 tons per load
Waste Oil	1,000 Gal	1,000 Gal	Gallons shipped
E-Waste *	5,700 LB	5,700 LB	LB. of items shipped
Equipment Tires			Tons of items shipped
Freon Removal	110 Units	110 Units	# Of units
Fluorescent Bulbs Mixed	230 Bulbs	234 Bulbs	# Veolia for recycling
4ft Bulbs	644 Bulbs	644 Bulbs	# Veolia for recycling
8ft Bulbs	56 Bulbs	56 Bulbs	# Veolia for recycling

Municipal Waste Hub SMW Delivery Totals Trash Tonnages

Fiscal Year 2026

Fiscal Year 2027

Month	Tons	Tipping	Cost	Month	Tons	Tipping	Cost
July	330.08	\$95.00	\$31,357.60	July	435.79	\$95.00	\$41,780.05
Aug	285.02	\$95.00	\$27,076.90	Aug		\$95.00	
Sept	355.22	\$95.00	\$33,745.90	Sept		\$95.00	
Oct	341.86	\$95.00	\$32,476.70	Oct		\$95.00	
Nov	280.70	\$95.00	\$26,666.50	Nov		\$95.00	
Dec	287.31	\$95.00	\$27,294.45	Dec		\$95.00	
Jan	265.38	\$95.00	\$27,559.83	Jan		\$95.00	
Feb	230.53	\$95.00	\$27,790.36	Feb		\$95.00	
Mar	278.23	\$95.00	\$28,068.59	Mar		\$95.00	
Apr	313.91	\$95.00	\$29,821.45	Apr		\$95.00	
May	355.65	\$95.00	\$33,786.75	May		\$95.00	
June	286.20	\$95.00	\$27,189.00	June		\$95.00	
Total	3720.09	\$95.00	\$352,834.03		435.79	\$95.00	\$41,780.05

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

DATE: July 31, 2026
TO: Wade Shaefer, Town Manager
FROM: Cody Norris, Cemetery, Parks and Recreation Director
RE: July 2026

ACTIVITIES:

July was a very busy month for the Cemetery, Parks and Recreation department. Loon Fest was the big event during the month; all three departments took part in the festivities in one way or another. The lifeguards held their annual beach games on Friday of Loon Fest. These games are always a huge draw for the beach that bring fun and laughs to the kids, parents and as well as the lifeguards. The rec assistants had tasks that involved monitoring the bounce houses set up at Cobb Field during the festival as well as maintaining tables in the food tent, making sure they were clean at all times for the many people that enjoyed the different food trucks in the square. The cemetery crew was very busy with many aspects of Loon Fest from helping set up for the library book sale, maintaining the trashes around town, setting up barricades for the parade and fireworks and then Sunday clean up, as well as putting up and tearing down the stage. It was a very busy four days but also a very successful four days.

Not only was the cemetery crew busy with Loon Fest but the normal day to day kept them busy during the month of July. They continued maintaining the cemeteries, parks and other areas around town, keeping them mowed and trimmed, doing multiple trash runs every week. During the month we had a total of six cremations and zero burials.

The waterfront staff was in full swing with swimming lessons starting on the 7th. The lessons take place in the morning from 9:15 am to 12:15 pm and continue through August 14th. This year saw 90+ kids sign up for lessons. The free lunch program has been a hit again this summer with the help of the local school cafeterias. The beach has seen on avg 50-60 kids for the lunch program and another 30-40 for the afternoon snack per day. Staff has said this has been a very successful program every year.

Summer recreation programs were in full swing at the beginning of the month with many also wrapping up as we head into August. Tball and Farm league moved from having team only

practices to playing games against other teams, tennis, coed soccer and the softball clinic continued with good participation. July also saw three clinics get started. The lynx soccer clinic was in action from July 7th-10th. Finally, the cheering clinic had a very good turnout during their three-day camp running from July 15th-17th. While the summer programs are winding down, fall programs are right around the corner. The football program held a couple of meeting with signups beginning during the month. Fall programs will opening up the first week of August.

Cemetery, Parks & Recreation Fuel Log: July 2026

Date	Truck/Equipment	Miles	Gallons	Price	TOTAL
7/1/2026	Gas Cans	N/A	27.7	\$3.89	\$104
7/1/2026	Gas Cans	N/A	25.2	\$5.29	\$26.96
7/2/2026	2018 Dodge	40,459	25	\$3.89	\$97.60
7/6/2026	Gas Cans	N/A	19.5	\$3.87	\$75.94
7/7/2026	2018 Dodge	40,588	19.75	\$3.85	\$76.23
7/13/2026	2018 Dodge	40,650	22.75	\$3.84	\$87.60
7/15/2026	Gas Cans	N/A	26	\$3.84	\$100.65
7/15/2026	2015 Dodge	118,776	19.7	\$3.84	\$76.19
7/21/2026	2018 Dodge	40,854	24.6	\$3.98	\$98.40
7/22/2026	2015 Dodge	119,123.90	21.7	\$3.98	\$87
22-Jul	Gas Cans	N/A	23.5	\$3.98	\$93.94
7/18/2026	2015 Dodge	118,948	22	\$3.99	\$88.35
7/30/2026	2018 Dodge	41,060	20	\$4.19	\$84.27
7/30/2026	2015 Dodge	119,287	20.5	\$4.19	\$86.10
7/31/2026	Gas Cans	N/A	19.8	\$4.19	\$83.93
7/31/2026	Diesel Cans	N/A	6.2	\$5.79	\$36.45

Truck Miles

2015 Dodge:

511

2018 Dodge:

601

\$1,303

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

DATE: JULY 21, 2026

TO: Wade Shaefer-Town Manager

FROM: Lauren A. Hakala- Library Director

RE: Monthly Report July for August 2026.

Library Activities:

New News: FY 2026 is in the History Books and FY 27 Budget is all going for final Council vote July 22nd. A huge thank you for all the community coming out for the Friend's Annual Book and Craft Sale Fundraiser. Thanks for the Rec Crew and Public Works who all helped with cones, parking stations, and muscle. Region III with the use of their sign for advertising and parking, as well as extra tables.

The Children's Area: Summer Reading Program; Un-Earth a Story; The Summer Reading Challenge has Flintstone's avatars are climbing up the dinosaur's back with every book they read. Children and their Flintstones Characters are climbing up the tail of a very colorful dinosaur for prizes and incentives that are showcased in the foundations room for inspiration. Thomas Night: Musician, Puppeteer and Entertainer brought a wonderful program, the "Library Boogie" is in our hearts and minds now. End of Summer Reading Party is August 13th 3-5 pm

On-Going Programs and Events: We are featuring new groups for the summer so continue to read.

Patron Choice Programs:

M-F The Original Patron Choice Program in the Children's Area in the Afternoons, beginning at 2:30-4:45.

Chris Davis's Woman's Empowerment Workshop; "Taking up Space"; 4th Wednesday of the Month; July 23rd at 3p.m.

Bonny's Craft Class First Thursday of the Month July 2nd 2:30-4:30; "Create a red, white and blue crochet bag".

A newly forming **Mahjong playing group** July 21st and on into August Rene Kein bringing her table, tiles and a warm invitation to play.

Dungeons and Dragons is also here at LML for the Summer. Please come join Steve Ferris and his D&D players Thursdays from 1-4.

Pokémon with Adam Nash is the 4th Saturday of the Month.

Book Sales: The Friends of the Lincoln Memorial Library and their Big Book Sale of the Year was a huge success. Many rolled up their sleeves to make this year's Sale what it was. Now we begin again with weeding, building back up our monthly

book sales, and we are having a book shelf being built for ongoing book sales in our foyer. The book build up to capacity for the year was handled regularly by staff and the FLML.

The library welcomes the community to enjoy each other in an open invitation; The original patron choice program meets daily in the afternoons, in the Children/Youth Area. We welcome parents to our summer reading activities throughout the summer. Our foundations room is busy with Thursday morning being a **“Baby and Me” Group**, as well as the **“Mom’s Group”** from Save-a-Life. Our snack drawer, a place to cool off and have some bottled water, as well as the use our facilities, is yet another wonderful support for our community. Libraries are a place to come, socialize and share knowledge with one another. Here is a quiet place to plug in, and check out a few books too.

Homestead Forum News: Welcome Homesteaders and Growers; Our webinar continues to be shown the 3rd Tuesday of the month; 3:4 Maine’s Cooperative Extension’s Back Yard Orchard Bundle: **Protecting Fruit Trees from Insects and Disease.**

Yarn Society News: Fridays at 3pm.

Technology: Tech Support with Mary Saturday July 11th because we are open 8-12; Sign-ups are at our circulation desk.

Friends of the Lincoln Memorial Library: The Annual Book and Craft Sale Fundraiser was quite an impressive event. The Friends of the Lincoln Memorial Library will take a well-deserved break in August.

The Advisory Committee: The Advisory Committee Members are taking a well-deserved couple of months off for the Summer. Thank-you Advisors for all you do to support us.

Personnel: We are pleased to introduce **Janine Klie** as the newest member of our Library Team. She is the Library Clerk; a talented and gracious person with an eye for details. Please Welcome her upon visiting the library.

Equipment, Maintenance and the Library Decore: The summer months are busy in the library, extra maintenance and clean-up is the name of this game. We work hard to provide a clean, cool place with bottles of water for all who come in. Summer Reading is the activity in the Children’s Area. Volunteerism is alive and well. We have many volunteers keeping our stacks well organized due to the constant roving of books and materials.

Training: In-Library Training is ongoing. Volunteers are always taking on new tasks, and a new employee is learning the ropes. Cathy and Lorna are the leads in training Clerks to help them run the library circulation desks, work with patrons and learn the collection. There are many layers to what we do. It takes a while to learn what is in our

inventory/collection and how to meet the needs of patrons. Our work is organic and changes daily depending on who dawns our doors. We all learn something new most days. We, as town employees, are taking the required trainings at Neo.gov and keeping current throughout the year; September 17th the Library and Town Offices Close because we will be participating in the town wide safety training and checking off a lot of our municipal requirements for the year. This TOL safety training day is a time for town employees to get to know each other, inspire ways to work together when needed, and enjoy a provided lunch for all our efforts.

Statistics and Finances: FY 26 Budgets are in the history books and our Annual Reports are due in early August and our FY 27's final Council vote July 22nd should prove to be a welcomed relief for all involved. Careful spending in the new fiscal year is the way forward.

HAVE A WONDERFUL END OF SUMMER!
Respectfully Submitted, Lauren A Hakala- Library Director.

**YOUR DEPARTMENT MONTHLY REPORT
CONTINUED...**

Statistics for FY 26	
Active Patrons: # 5,964 4,560 Adults 1,342 Children Non-Residents: 62 New Cards and 48 Renewals	Maine State Library Report Due April 26 and that Year in Review is for FY 25 January-January1st Public Access Computers: #834
Foot Traffic: # 16,177 Circulation Numbers: # 21,134 Physical check outs: #16,816 In Library Use: # 1,151 Renewals: # 3,082	TOL Annual Report: Due August of 26 and is for FY 26 July to July. Public Utilities Warming/Cooling To Go Water and Snack bin
Program Attendance and visits to the library: # 16,117 Children's Area/Foundations Rm: # 7,451 Daily per week M-W and Th, F 2 nd and 4 th Sat. Upstairs: # 8,666 Patron Choice Programing: Ave 5-10 patrons per program; 8 regular programs and 12 programs a week in the Summer. Events: Ave 20 up to 100 participants We track foot traffic and overall attendance.	Reference/Service Activity: Patron Assistance: 4,000: 26,400 visits estimated. Catalogue: #752, #2,176 searches. Daily Recommendations Holds and Request for Picking ILL Management Calls/Visits/WIFI and Tech Support Request for Room/Areas to plug in/ Areas for Patron Choice Activities Printing/Coping/Faxing Services
Additional Library Services: Inter Library Loan # 500 Printing/fax/Copies #, \$ 1,446.47 for the year Managing a collection of 31,080 materials. (See Reference Activity) Printing services pays for Toner, paper and machine maintenance.	Volunteers/Interns/ Helpful People: # up to 36. The Friends of the Lincoln Memorial Library: Monthly Meetings 9-12 members Advisory Committee: 6 at a time members Regular Volunteers # 18
By Donation Revenue: \$ 4876.82 Book Sales: est. \$743.33 (6 months of sales). Out of Town Memberships: #62 plus 48 Renewals \$2,200 Donations: Cash Can: \$1,333.49 This includes Denise Lynn Moore/Nancy Christensen: \$600	Capital Plan Spending: Painting Project \$ Three PDQ Doors Maintained \$

AGENDA REQUEST

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

Council Meeting Date: August 10, 2026

Today's Date: August 5, 2026

Department: Town Manager

Department #: 0100

Request:**Executive Session (0100)**

Retire into executive session pursuant to Title 1 MRSA Section 405 (6) (E) with the Town Attorney to consult with the Town Council as to its rights and duties concerning pending matters (including contract rights and duties, litigation, and pending claims where premature public knowledge would place the Town at a substantial disadvantage).

Action Needed from Council: Enter into executive session

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

AGENDA REQUEST

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

Council Meeting Date: August 10, 2026	Today's Date: August 5, 2026
Department: Town Manager	
Department #: 0100	

Request:**Approve Contract and Authorize Town Manager (0100)**

Approve the Hauling Contract and any other related agreements with Municipal Waste Solutions and authorize the Town Manager to sign the Hauling Contract and/or other related agreement(s).

Action Needed from Council: Approve contract and authorize Town Manager

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

AGENDA REQUEST

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

Council Meeting Date: 08/10/2026

Today's Date: 07/22/2026

Department: Code Enforcement / Planning Board

Department #: 0106

Request: At the July 21st Planning board meeting, The planning board approved to move forward with the changing of the Industrial Development (ID) zone to be changed to the Industrial Mixed-Use Development Zone. This will allow for the integration of Affordable and Workforce Housing, as well as other approved uses within these zones. This will not change the zoning area only the description of use. Included is a Strikethrough and Underlined change of the existing ordinance as well as a document of reasoning that explains the benefits of this decision. Also is the noted agenda from the July 21st Planning board meeting.

Action Needed from Council: Approval of Amending intended uses of the Industrial Development Zone to a Industrial Mixed-Use Development Zone

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

1. Call to Order

Planning Board Chairs

Chair: Jamie Graham	✓		
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Members:

Thomas Kates	✓	Amy Montroy	✓	Kyle Oliver	✓
Anthony Mourkas	✓	Fred Leisentritt	✓	Sr: Denise Kusnierz	✓

Alternate:

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Unexcused / Excused:

Excused: Josh Gray	✓		
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2. Approval of Minutes – Minutes from June 23th, 2026

Motion: FL Second: TK Vote: 7/0

3. Suggested Mot on – Move for Approval of Wheeler SD, Wheeler Rd SD5 Map:049 Lot:022

4. Motion: FL Second: TM Vote: 7/0

5. Suggested Mot on – Move to advise, Workforce Housing Concept- Mill Site- Change of Zoning from ID to ID Mixed use. 48 housing units on outside edge of Mill Site.

Motion: FL Second: TM Vote: 7-0

6. Suggested Mot on – Move to approve, Handcrafted Lincoln 176 West Broadway Map:135 Lot:013

7. Motion: TK Second: DK Vote: 7-0

8. 6. Suggested Mot on – Move to approve use for Northern Wilderness Outpost 140 River Rd Map:056 Lot:001

DOT STREET OPENING PERMIT.

9. Motion: KD Second: TM Vote: 7-0

10. 7. Review and Discussion: *PLANNING BOARD TRAINING + PACKET to provide to planning board.*

11. 8. Public Open Forum: - DISCUSSION *WEST BRADWAY + PENNSBOR RAILWAY - → GLASS EELS -*
- GLASS EELS → PASAMAGUADY

12. 9. Planning Board Open Forum:

13. 10. Adjourn

14. Motion: FL Second: KD Vote: 7-0

in which it is located, may be built upon as an existing lot of record even though such lot may be contiguous with any other lot in the same ownership, provided that all other provisions of this Ordinance are met.

1311.2.5 Transfer of Ownership

Ownership of land and structures which remain lawful but become non-conforming by the adoption or amendment of this Ordinance may be transferred and the new owner may continue the non-conforming uses subject to the provisions of this Ordinance.

1311.3 Establishment of Zones

1311.3.1 Zones Established

For purposes of this Ordinance, the Town of Lincoln is hereby divided into the following zones and sub-zones:

1. Aquifer Protection Zone (AP)
 - a. Aquifer Protection Sub-Zone 1 (AP1)
 - b. Aquifer Protection Sub-Zone 2 (AP2)
 - c. Aquifer Protection Sub-Zone 3 (AP3)
2. Flood Prone Area Protection (FP)
3. Rural Residential Zone (RR)
 - a. Rural Residential Sub-Zone 1 (RR1)
 - b. Rural Residential Sub-Zone 2 (RR2)
4. Downtown Residential Zone (DR)
 - a. Downtown Residential Sub-Zone 1 (DR1)
 - b. Downtown Residential Sub-Zone 2 (DR2)
5. Commercial Zones
 - a. Commercial 1 (C-1)
 - b. Commercial 2 (C-2)
 - c. Commercial 3 (C-3)
 - d. Commercial 4 (C-4)
6. ~~Industrial Zone (ID)~~ Industrial Development Zone (IMUD)
7. Mobile Home Park Residential Zone (MR)

1311.3.2 Standards Establishing Zones, Zone Descriptions

1. AQUIFER PROTECTION ZONE (AP)

- a. PURPOSE

- a. Grindle Street;
- b. Haynes Street;
- c. Portion of Map 136, Lot 22;
- d. Portion of Map 141, Lot 4;
- e. Map 141, Lots 27, 28, and a portion of Map 130, Lot 8;
- f. Fleming Street abutting SD1 Zone;
- g. School Street where DR2 ends to SD1 Zone on Lake Street.

COMMERCIAL ZONE-3 (C-3):

Area beyond Map 135, Lot 10 and Map 135, Lot 5 to the Aquifer Protection Zone 1 (AP1) South Lincoln.

- a. All properties including South from Map 135, Lot 10 to the AP1 Zone (AP1) South Lincoln on the East side of West Broadway up to 75' from the railroad right-of-way excluding Map 35, Lot 8.
- b. All properties extending South from Map 135, Lot 5 West side of West Broadway to AP1 Zone South Lincoln to the SD5 Zone (Penobscot River).

COMMERCIAL ZONE-4 (C-4):

Shall include only the River Road to the ID Zone. (The zone along the River Road shall include 500' from center line of road.)

**All areas described above which fall within the Shoreland Zone shall meet requirements of the Shoreland Zone.

6. ~~INDUSTRIAL DEVELOPMENT ZONE (ID)~~ **INDUSTRIAL MIXED-USE DEVELOPMENT ZONE (IMUD)**

a. PURPOSE

The purpose of the ~~Industrial Development Zone (ID)~~ Industrial Mixed-Use Zone (IMUD) is to provide land which is conveniently located with respect to transportation corridors; where municipal services are available; other conditions are favorable to the development of industry; and is so located as to ~~limit undesirable conflict with residential and commercial development.~~ work together with Residential and Commercial uses.

a. AREAS INCLUDED

Below is a matrix listing the uses permitted in the various zones under this Ordinance. The various land uses contained in the matrix are organized according to the following seven (7) activity classifications:

1. Resource Management Activities
2. Resource Extraction Activities
3. Recreational Activities
4. Residential Activities
5. Institutional Activities
6. Commercial Activities
7. Industrial Activities

1311.4.2 Symbols Used in Schedule of Uses

The following symbols contained in the Schedule of Uses have the following meanings.

1. Zone Symbols
AP1.....Aquifer Protection Sub-Zone 1
AP2.....Aquifer Protection Sub-Zone 2
AP3.....Aquifer Protections Sub-Zone 3
FP..... Flood Prone Protection Area
DR1..... Downtown Residential 1
DR2..... Downtown Residential 2
MR.....Mobile Home Park Residential
RR1..... Rural Residential 1
RR2.....Rural Residential 2
C.....Commercial Zones C-1, C-2, C-3, C-4
~~ID~~ IMUD..... ~~Industrial Development~~ Industrial
Mixed-Use Development
2. Permit Symbols
Y..... allowed use without a permit
C..... requires a CEO permit
P..... use requires a Planning Board permit
N..... use prohibited within the zone

1311.4.3 Uses Substantially Similar to Permitted Uses, May be Permitted

1. USES ALLOWED WITHOUT A PERMIT
Uses substantially similar to those allowed without a permit, but which are not listed in the Schedule of Uses, may be permitted upon a ruling by the Code

RESOURCE MANAGEMENT ACTIVITIES

[illegible]

TOWN OF LINCOLN CODE

RESOURCE EXTRACTION ACTIVITIES

ACTIVITIES/ZONES	FP	1 AP1	1 AP2	1 AP3	RR1	RR2	MR	DR1	DR2	C	ID <u>IMUD</u>
1. Commercial timber harvesting	C	P	P	C	Y	Y	N	*PB <u>*P</u>	*PB <u>*P</u>	PB <u>P</u>	PB <u>P</u>
2. Harvesting for owner's personal use is exempt See note below											
3. Production	C	N	P	P	Y	Y	N	N	N	C	Y
4. Production of commercial agricultural products	C	N	P	C	Y	Y	N	N	N	C	Y
5. Mineral extraction for road purposes only, affecting an area of less than two (2) acres in size	C	P	P	C	C	C	N	N	N	P	P
6. Mineral extraction operations for any purpose affecting an area of two (2) acres or greater in size	P	P	P	C	C	C	N	N	N	P	P
7. Filling, grading, draining, dredging or alteration of a water table or water level, and not to mean, a pit or hole sunk into the earth to reach a supply of water	P	N	P	C	C	C	P	P	P	P	P
8. Accessory structures, uses, or services that are essential for the exercise of uses listed above	C	P	P	C	C	C	C	C	C	C	C
9. Marijuana Growing Facility	N	N	N	N	P	P	N	N	N	P	P

*SEE SECTION V, LAND USE STANDARDS, SUBSECTION 41, TIMBER HARVESTING

NOTE: Personal Use: to be exempt the landowner cannot sell, offer for sale, or use the products in the owner's primary wood-using plants.

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RECREATIONAL ACTIVITIES

ACTIVITIES/ZONES	FP	1 AP1	1 AP2	1 AP3	RR1	RR2	MR	DR1	DR2	C	ID IMUD
1. Primitive recreational uses, including hiking, hunting, wildlife study, photography, wild crop harvesting, trapping, horseback riding, tent and shelter camping, canoe portaging, cross country skiing and snowshoeing	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
2. Trails provided they are constructed and maintained so as to avoid sedimentation of water bodies	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
3. Motorized vehicular traffic on roads and trails and snowmobiling	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4. Campgrounds (in AP1 engineered sewage disposal systems required)	Y	N	N	P	P	P	P	N	N	N	N <u>P</u>
5. Accessory structures, uses, or services that are essential for the exercise of uses listed above	C	C	C	C	C	C	C	C	C	C	C

RESIDENTIAL ACTIVITIES

ACTIVITIES/ZONES	FP	1 AP1	1 AP2	1 AP3	RR1	RR2	MR	DR1	DR2	C	ID IMUD
1. Single family detached dwelling	C	P	C	C	C	C	C	C	C	C	C
2. Single family mobile home	C	N	P	C	C	C	N	N	C	N	C
3. Multi family dwelling; 2-family duplexes	C	N	P	C	C	C	N	N	C	C	C
4. Multi-family dwelling; 3 or more families including apartments, group houses, and row houses	N	N	N	N	N	N	N	N	P	P	N <u>P</u>
5. Mobile home parks	N	N	N	P	P	P	P	N	P1	P	N <u>P</u>

TOWN OF LINCOLN CODE

6. Nursing/convalescent home, congregate housing, boarding home facility	N	N	N	C	P	P	N	N	P	P	N <u>P</u>
7. Home occupations	N	P	C	C	C	C	C	N	C	C	C
8. In-law apartment	C	P	C	C	C	C	C	N	C	C	C
9. Accessory structures, uses, or services that are essential for the exercise of uses listed above	C	P	C	C	C	C	C	C	C	C	C

*SEE RESIDENTIAL PROVISIONS, SECTION I, SUBSECTION 8C

NOTE: 1 – No Mobile Home parks allowed from Park Avenue, Map 137, Lot 50/Tibbetts, Map 136, Lot 151 South on West Broadway to the Penobscot Valley/River Road intersection to include Map 129, Lots 13.

INSTITUTIONAL ACTIVITIES

ACTIVITIES/ZONES	FP	I AP1	I AP2	I AP3	RR1	RR2	MR	DR1	DR2	C	ID <u>IMUD</u>
1. Hospital and medical clinic	N	N	N	P	P	P	N	N	P	P	P
2. Government facilities and grounds	N	N	N	P	P	P	N	N	P	P	P
3. Public schools	N	N	N	P	P	P	N	N	P	P	N <u>P</u>
4. Private schools (under 15 students)	N	N	P	C	C	C	N	N	C	C	P
5. Daycare centers	N	N	P	C	C	C	N	N	C	C	N <u>P</u>
6. Churches	N	P	P	C	C	C	N	N	C	C	N <u>P</u>
7. Cemetery	N	N	P	C	C	C	N	N	N	C	C
8. Fraternal orders and service clubs	N	N	P	C	C	C	N	N	C	C	P
9. Summer youth camps	N	N	P	P	P	P	N	N	N	N	P
10. Museums	N	P	P	P	P	P	N	N	N	P	P
11. Conference centers	N	N	P	P	P	P	N	N	N	P	P
12. Research and development facilities	N	N	P	P	P	P	N	N	N	P	P
13. Accessory structures, uses, or services that are essential for the exercise of uses listed above	N	P	C	C	C	C	N	N	C	C	C

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COMMERCIAL ACTIVITIES ¹

ACTIVITIES/ZONES	FP	1 AP1	1 AP2	1 AP3	RR1	RR2	MR	DR1	DR2	C	ID IMUD
1. Automobile sales lot	N	N	P	P	P	P	N	N	N	P	P
2. Automobile service station and repair garage	N	N	N	N	N	N	N	N	N	P	P
3. Commercial parking garage, parking lot	N	N	P	P	P	P	N	N	N	P	P
4. Major retail outlets	N	N	N	P	P	P	N	N	N	P	P
5. Grocery and variety store	N	P	P	P	P	P	N	N	P	P	P
6. Laundry, dry-cleaning establishment	N	N	N	N	N	N	N	N	N	P	P
7. Liquor store	N	P	P	P	P	P	N	N	N	P	P
8. Restaurant	N	N	P	P	P	P	N	N	P	P	P
9. Cocktail lounge	N	N	P	P	P	P	N	N	N	P	P
10. Upholstery	N	N	C	C	C	C	N	N	N	P	P
11. Marijuana Dispensary, see notes*	N	N	N	N	P	P	N	N	N	P	P
11. Small veterinary clinic	N	P	C	C	C	C	N	N	N	P	P
12. Large veterinary clinic	N	N	P	P	P	P	N	N	N	P	P
13. Professional offices, office building	N	N	P	C	C	C	N	N	P	P	P
14. Repair service (other than auto)	N	P	P	P	P	P	N	N	N	P	P
15. Commercial boat storage/storage	N	P	P	P	P	P	N	N	P	P	P
16. Commercial boat repair facility	N	P	P	P	P	P	N	N	N	P	P
17. Boat Sales	N	P	P	P	P	P	N	N	N	P	P
18. Commercial art gallery/craft	N	P	C	C	C	C	N	N	N	P	P
19. Pottery barn	N	N	N	P	P	P	N	N	N	P	P
20. Gift shop	N	P	C	C	C	C	N	N	N	P	P
21. Commercial greenhouse, gardens, etc	N	N	P	P	P	P	N	N	N	P	P
22. Takeout food services	N	N	P	P	P	P	N	N	P	P	P
23. Commercial complex; i.e. mill	N	N	N	P	P	P	N	N	N	P	P
24. Retail business establishments (not otherwise listed)	N	P	P	P	P	P	N	N	P	P	P
25. Theater	N	N	P	P	P	P	N	N	N	P	P

¹ Council Approved changes 11/8/2021

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26. Grain and feed stores	N	N	P	P	P	P	N	N	N	P	P
27. Pet store	N	P	P	P	P	P	N	N	N	P	P
28. Health spas, fitness clubs, gym, etc.	N	N	P	P	P	P	N	N	P	P	P
29. Transient accommodations 1: Bed and Breakfast	N	P	P	P	C	C	N	N	P	C	P
30. Transient accommodations 2: Motels, Hotel, Inns 4-10 rooms	N	N	P	P	P	P	N	N	N	P	P
31. Transient accommodations: Motels, Hotels, Inns 4-25 rooms (no meals served)	N	N	P	P	N	N	N	N	N	P	P
32. Transient accommodations: Motels, Hotels, Inns 4 – 25 rooms (serving meals to guest only)	N	N	P	P	N	N	N	N	N	P	P
33. Transient accommodations: Motels, Hotels, Inns 25 or more rooms	N	N	P	P	N	N	N	N	N	P	P
34. Accessory structures, uses, or services that are essential for the exercise of uses listed above	N	C	C	C	C	C	C	C	C	C	C

INDUSTRIAL ACTIVITIES

ACTIVITIES/ZONES	FP	1 AP1	1 AP2	1 AP3	RR1	RR2	MR	DR1	DR2	C	ID IMUD
1. Lumber yard, saw mill and pulp mill	N	N	N	N	N	N	N	N	N	P	P
2. Transportation facility and terminal	N	N	N	P	P	P	N	N	N	P	P
3. Bulk oil and fuel storage, (in excess of 50 Gallons) except for onsite purposes	N	N	N	N	N	N	N	N	N	P	P
4. Food processing and freezing	N	N	N	N	N	N	N	N	N	P	P
5. Automobile graveyard/junkyard	N	N	N	N	N	N	N	N	N	P	P
6. Light manufacturing assembly plant	N	N	N	N	P	N	N	N	N	P	P
7. Newspaper and printing facilities	N	N	N	N	N	N	N	N	N	P	P
8. Other processing and manufacturing	N	N	N	N	N	N	N	N	N	P	P
9. Wholesale business facility	N	P	P	P	P	P	N	N	N	P	P
10. Disposal of solid waste	N	N	N	N	N	N	N	N	N	N	P
11. Solid waste transfer station	N	N	N	N	N	N	N	N	N	N	P
12. Warehousing and storage facility	N	P	P	P	N	N	N	N	N	P	P

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13. Disposal of hazardous/leachable materials	N	N	N	N	N	N	N	N	N	N	P
14. Sewage collection and treatment facilities; and	N	N	N	N	N	N	N	N	N	P	P
15. Accessory structures, uses, or services that are essential for the exercise of uses listed above	N	P	P	C	C	C	N	N	N	C	C

- A Marijuana Dispensary may be located in commercial zones C-2, C-3 and C-4 after approval by the Planning Board. Existing businesses in zone C-1 looking to expand their operations to include dispensing of marijuana may petition the Planning Board for permission
- Grow facilities should be allowed in the Commercial, RR1 and RR2 zones but not in the industrial mixed-use zone
- Manufacturing facilities should be allowed in the Commercial, RRI, RR2 and Industrial Mixed-Use zone
- Testing facilities should be allowed in the Commercial and Industrial Mixed-Use zones but not in RR1 or RR2
- Retail facilities should be allowed in the Commercial and Industrial Mixed-Use zones but not in RR1 or RR2

TRANSPORTATION AND UTILITIES

[illegible]

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5. Minor utility facilities including service drops	C	C	C	C	C	C	C	C	C	C	C
6. Major utility facilities; such as transmission lines, but not including service drops	P	P	P	P	P	P	P	P	P	P	P
7. Accessory structures, uses or services that are essential for the exercise of uses listed above	C	C	C	C	C	C	C	C	C	C	C

NOTES: SCHEDULE OF USES

1. Application for these activities in the AP1, AP2, AP3 Zones shall be submitted by the CEO to the Superintendent of the Lincoln Water District for review and comments in accordance with the provisions of Section VI, Subsection E, of this Ordinance.
2. Applications for these activities in the FWP Zone shall be submitted to the Regional Fisheries and Game Biologists for their review and comments; and, said comments are to be attached to the application prior to its submission to the Code Enforcement Officer or Planning Board.
3. Activities in these zones must meet the criteria listed below:
 - a. Parcel must be a minimum of two (2) acres in size;
 - b. One (1) livestock per two (2) acres;
 - c. Setback of all livestock, fences and other structures must be at least fifty (50) feet from all property lines;
 - d. All spreading and disposal of manure shall be accomplished in conformance with the guidelines for manure and manure sludge disposal on land, published by the University of Maine and the Water Conservation Commission in July 1972, or subsequent revisions thereof (guidelines are on file at the Code Enforcement Office).

* See Residential Provisions, Section I, Subsection 8, C

No development shall be permitted which utilizes, for onsite subsurface sewage disposal purposes, any soil listed in the Soil Suitability Guide as having a very poor rating for the proposed use, unless the proposed sewage disposal system is approved under the Subsurface Waste Water Disposal Rules.

b. Sewage Sludge Disposal

The following requirements shall apply to sewage sludge disposal wherever allowed: All septic sludge disposal shall conform with the "Maine Guidelines for Septic Tank Sludge Disposal on the Land" published by the University of Maine at Orono and the Maine Soil and Water Conservation Commission in April, 1974.

37. SIGNS

a. Conformance of Signs

No sign shall hereafter be erected, altered or maintained within the limits of the Town of Lincoln, Maine except in conformance with the provisions of this section.

b. Signs Prohibited

No signs, whether new or existing, shall be permitted within the Town of Lincoln, Maine, which causes a sight, traffic, health or welfare hazard, or results in a nuisance, due to illumination, placement, display or obstruction of existing signs.

c. On-Premises Signs

Owners or occupants of real property may erect and maintain on-premises signs which advertise sale or lease thereof or activities being conducted thereon, provided that said signs are in conformance with the regulations set forth below:

- (1) The maximum size for each individual sign in a Residential Zone shall not exceed four (4) square feet;
- (2) The maximum size for each individual sign in the Commercial Zone or ~~Industrial zone~~ Industrial Mixed-Use Zone shall be determined by the Planning Board on the basis of the existing character of the area;

INDUSTRIAL MIXED-USE: A zoning classification intended to preserve and promote industrial development while allowing compatible commercial, institutional, and residential uses that support economic development, workforce needs, and efficient use of public infrastructure. Industrial and employment-generating uses shall remain the primary purpose of the zone. Non-industrial uses shall be designed and located to minimize conflicts with industrial operations and shall comply with the performance standards and review criteria established by this Ordinance.

MULTI-UNIT RESIDENTIAL: A residential structure containing three (3) or more residential dwelling units.

MUNICIPAL FACILITIES: Building or land, which is owned by the Town of Lincoln and operated under its supervision.

NON-CONFORMING USE: See Use Terms.

NORMAL HIGH-WATER LINE: That line which is apparent from visible markings and changes in the character of soils due to prolonged action of the water or changes in vegetation, and which distinguishes between predominantly aquatic and predominantly terrestrial land. Areas contiguous with rivers and great ponds that support non-forested wetland vegetation and hydric soils and that are at the same or lower elevation as the water level of the river or great pond during the period of normal high-water are considered part of the river or great pond.

NORMAL MAINTENANCE AND REPAIR: Any work necessary to maintain an improvement or structure in its original or previously improved state or condition. Normal maintenance and repair shall not include reconstruction, change in design, change in structure, change in uses, change in location, or change in size or capacity.

NURSERY COMMERCIAL: An enterprise which conducts the retail and wholesale of plants grown on the site, as well as accessory items (but not power equipment such as gas or electric lawnmowers and farm implements) directly related to their care and maintenance. The accessory items normally sold are clay pots, potting soil, fertilizers, and insecticides, hanging baskets, rakes and shovels.

NURSING HOMES: A facility for the care of the aged or infirmed, or a place of rest for those suffering bodily disorders; but not including facilities for surgical care or institutions for the care and treatment of mental illness, alcoholism, or narcotic addiction.

OWNER: The person or persons having the rights of legal title to, beneficial interest in, or a contractual right to purchase a lot or parcel of land.

PARCEL: The entire area of a tract of land before being divided by development.

PARKING LOT: An open area other than a street used for the parking of more than four (4) automobiles and available for public use whether free, or for compensation, or as an accommodation for clients or customers.

PARKING SPACE: Surface area, not less than nine (9) feet wide and nineteen (19) feet long, enclosed or unenclosed, sufficient in size to store one automobile together with a driveway connecting the parking space with a street, road or alley,

Town of Lincoln, Maine

Draft Ordinance Amendment **Industrial Mixed-Use (IMU) Zone**

ARTICLE X – Industrial Mixed-Use (IMU) Zone

Section 1. Purpose

The purpose of the Industrial Mixed-Use (IMU) Zone is to preserve and expand industrial employment opportunities while allowing compatible commercial, institutional, and residential uses that support Lincoln's long-term economic development.

- Preserve industrial land for manufacturing, production, warehousing, research, technology, and other employment-generating uses.
- Encourage redevelopment of underutilized industrial properties, including former industrial sites.
- Support existing and future employers.
- Promote workforce and affordable housing in appropriate locations.
- Encourage efficient use of existing municipal infrastructure.
- Strengthen Lincoln's tax base.
- Reduce development pressure on rural residential areas.
- Promote redevelopment of former industrial properties while maintaining the industrial character of the zone.

Section 2. Intent

Industrial uses shall remain the primary purpose of the Industrial Mixed-Use (IMU) Zone.

Residential, commercial, and institutional uses permitted by this Article are intended to complement industrial development and provide services and housing that support Lincoln's workforce and economic growth.

The IMU Zone is intended to promote compatible mixed-use development while ensuring that industrial businesses can continue to operate and expand without unreasonable conflicts from non-industrial uses.

Section 3. Permitted Uses

Industrial Uses (Subject to Planning Board Approval)

- Manufacturing
- Fabrication
- Assembly

- Warehousing
- Distribution
- Research and Development
- Renewable Energy Manufacturing
- Biofuel Production
- Advanced Manufacturing
- Industrial Offices
- Contractor Facilities
- Utility Facilities

Commercial Uses (Subject to Planning Board Approval)

- Professional Offices
- Restaurants
- Retail serving employees and visitors
- Medical Offices
- Banks
- Childcare Facilities
- Hotels and Extended-Stay Lodging
- Workforce Training Facilities

Residential Uses (Subject to Planning Board Approval)

- Multifamily Housing
- Workforce Housing
- Affordable Housing
- Townhouses
- Mixed-Use Buildings
- Live/Work Units
- Senior Housing

Section 4. Airport Compatibility

Properties located within the Industrial Mixed-Use (IMU) Zone that are also located within airport approach surfaces, airport protection areas, or other regulated airspace shall comply with all applicable Federal Aviation Administration (FAA) regulations, Maine Department of Transportation aviation requirements, and any Airport Hazard regulations adopted by the Town.

Nothing in this Article shall authorize:

- Structures exceeding FAA height limitations.
- Uses creating hazards to aircraft operations.
- Smoke, glare, lighting, or emissions that interfere with aviation.
- Wildlife attractants prohibited by FAA guidance.
- Radio or electronic interference affecting airport operations.

Where conflicts exist between this Article and FAA, MaineDOT Aviation, or Airport Hazard regulations, the more restrictive standard shall apply.

Amendment to Existing Zone

The existing Industrial (ID) Zone established by the Town of Lincoln Land Use Ordinance is hereby renamed the Industrial Mixed-Use (IMU) Zone. All references to the Industrial (ID) Zone within the Land Use Ordinance shall be deemed to refer to the Industrial Mixed-Use (IMU) Zone. The boundaries of the zone shall remain unchanged unless otherwise amended by the Town.

TOWN COUNCIL

YR: 20 MO: 8 ITEM # 11

AGENDA REQUEST

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

Council Meeting Date: August 10, 2026	Today's Date: July 23, 2026
Department: Town Manager	
Department #: 0100	

Request:**Approve Closure (0100)**

Approve closing all town departments on Wednesday September 17, 2026 for the annual employee safety training day.

*Emergency personnel will be responding directly from the training location.

Action Needed from Council: Approve closure for annual safety training day

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

TOWN COUNCIL

YR: 2026 MO: 8 ITEM # 12

AGENDA REQUEST

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

Council Meeting Date: 8-10-2026

Today's Date: 7-28-2026

Department: Public Works

Department #: 0406

Request: Award Winter Sand Bid.

Action Needed from Council: Accept bid price of \$4.25 per cubic yard for winter sand from SAG Realty.

Is This Item Budgeted: Yes

Was This A Bid Process: Yes

Lowest Bid: Yes

Is Public Hearing Required: No

If So What Dates:

BID OPENING
Public Works
Winter Sand Bid
July 23, 2026 3:00pm

Present: Public Works Foreman Chuck Briggs and Town Clerk Ann Morrison

Bids Received: 2

[illegible]

Specification Form

The business of SAG Realty, LLC has submitted this bid for \$ 4.25 per yard FOB at the pit and \$ 12.00 per yard delivered, and certifies that it meets or exceeds the attached specifications and agrees with all covenants and requirements set forth herein. Where this proposal differs from the attached, a full explanation has been attached explaining those differences. The contractor also acknowledges these bid specifications as part of the overall contract.

The undersigned submits this proposal without collusion with any other person, individual, or firm or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership or individual they represent; and has read and agreed to all of the terms, requests, or conditions written herein by the Town of Lincoln.

NOTE: Be sure to attach proof of insurance and proposed work schedule and duration as required in these specifications.

Signature Scott A. Gardner

Name (Print) Scott A. Gardner

Title Owner

Company SAG Realty, LLC

Address PO Box 100, Lincoln ME 04457

Telephone No. 207-659-1210

State of Maine

Date: _____

Personally appeared _____ and acknowledged the foregoing instrument to be his/her free act and deed in his/her capacity and the free act and deed of said company.

Notary Public

Printed Name

Commission Expires: _____

Town of Lincoln

Accepted By _____ Date: _____
Its Town Manager, duly authorized

Specifications/Bid Form

These specifications outline the Town's program of out sourcing the annual winter sand supply to the private sector. Past history indicates that the Town will require approximately 4,500-5,500 yards of sand. The Town's Public Works Department will mix the sand with salt supplied by another source that has been delivered to the Public Works Garage on Park Avenue. Please provide pricing as follows. 1.) Price per yard at the pit. (Winning bidder to load Town trucks). And 2.) Price per yard delivered to the Public Works Garage (Winning bidder to provide material and hauling). The following conditions are required (check all that apply): **NOTE: The Public Works Hours of operation are as follows:**

Summer Hours 0530 to 1600, May 1 thru October 31.

Winter Hours 0630 to 1700, November 1 thru April 30.

Yes No (Bidder: check either yes or no if you can meet or exceed the following requirements)

- ☐ ☐ Sand is to be excavated and screened from a pit approved by the Public Works Director.
- ☐ ☐ All trucks and loading equipment to be supplied by the bidder.
- ☐ ☐ Final winter sand shall be free of loam, clay and items larger than ½ inch.
- ☐ ☐ Contractor's screen shall be fitted with a ½" maximum screen.
- ☐ ☐ All equipment proposed to be used shall comply with all safety regulations; state and federal.
- ☐ ☐ Proof of vehicle insurance of an amount not less than 2 million dollars; workers compensation not less than 2 million dollars; and general liability not less than 1 million dollars shall be required of the contractor. In addition, the Town of Lincoln shall be listed as an additional insured on any and all policies. A copy thereof shall be filed with the Town Clerk.
- ☐ ☐ In the event of a fuel or oil spill from the contractor's equipment, the contractor shall be responsible for notifying the Department of Environmental Protection and for any necessary remediation as require by said department. Contractor shall hold the Town harmless of any cost associated with said remediation.

Specification Form

The business of WT Gardner & Sons has submitted this bid for \$ 5.95 per yard FOB at the pit and \$ 10.95 per yard delivered, and certifies that it meets or exceeds the attached specifications and agrees with all covenants and requirements set forth herein. Where this proposal differs from the attached, a full explanation has been attached explaining those differences. The contractor also acknowledges these bid specifications as part of the overall contract.

The undersigned submits this proposal without collusion with any other person, individual, or firm or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership or individual they represent; and has read and agreed to all of the terms, requests, or conditions written herein by the Town of Lincoln.

NOTE: Be sure to attach proof of insurance and proposed work schedule and duration as required in these specifications.

Signature Shelley Gardner

Name (Print) Shelley Gardner

Title Vice President

Company WT Gardner & Sons, Inc.

Address 16 Access Rd, Lincoln, ME

Telephone No. 207-794-2303

State of Maine

Date: 7-23-26

Personally appeared _____ and acknowledged the foregoing instrument to be his/her free act and deed in his/her capacity and the free act and deed of said company.

Laurie Ireland
Notary Public

Laurie Ireland
Printed Name
Commission Expires: 6-20-2030

Town of Lincoln

Accepted By _____ Date: _____
Its Town Manager, duly authorized

LAURIE L IRELAND
Notary Public, State of Maine
My Commission Expires June 20, 2030

Specifications/Bid Form

These specifications outline the Town's program of out sourcing the annual winter sand supply to the private sector. Past history indicates that the Town will require approximately 4,500-5,500 yards of sand. The Town's Public Works Department will mix the sand with salt supplied by another source that has been delivered to the Public Works Garage on Park Avenue. Please provide pricing as follows. 1.) Price per yard at the pit. (Winning bidder to load Town trucks). And 2.) Price per yard delivered to the Public Works Garage (Winning bidder to provide material and hauling). The following conditions are required (check all that apply): **NOTE: The Public Works Hours of operation are as follows:**

Summer Hours 0530 to 1600, May 1 thru October 31.

Winter Hours 0630 to 1700, November 1 thru April 30.

Yes No (Bidder: check either yes or no if you can meet or exceed the following requirements)

- ☒ ☐ Sand is to be excavated and screened from a pit approved by the Public Works Director.
- ☒ ☐ All trucks and loading equipment to be supplied by the bidder.
- ☒ ☐ Final winter sand shall be free of loam, clay and items larger than ½ inch.
- ☒ ☐ Contractor's screen shall be fitted with a ½" maximum screen.
- ☒ ☐ All equipment proposed to be used shall comply with all safety regulations; state and federal.
- ☒ ☒ Proof of vehicle insurance of an amount not less than 2 million dollars; workers compensation not less than 2 million dollars; and general liability not less than 1 million dollars shall be required of the contractor. In addition, the Town of Lincoln shall be listed as an additional insured on any and all policies. A copy thereof shall be filed with the Town Clerk.
- ☒ ☐ In the event of a fuel or oil spill from the contractor's equipment, the contractor shall be responsible for notifying the Department of Environmental Protection and for any necessary remediation as require by said department. Contractor shall hold the Town harmless of any cost associated with said remediation.

TOWN COUNCIL

YR: 26 MO: 8 ITEM # 13

AGENDA REQUEST

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

Council Meeting Date: 8-10-2026

Today's Date: 7-28-2026

Department: Public Works

Department #: 0406

Request: Award Roadside Mowing Bid.

Action Needed from Council: Accept bid price of \$9,100 to Kings Seasonal Solutions

Is This Item Budgeted: Yes

Was This A Bid Process: Yes

Lowest Bid: Yes

Is Public Hearing Required: No

If So What Dates:

BID OPENING
Public Works
Roadside Mowing
July 23, 2026 2:00pm

Present: Public Works Foreman Chuck Briggs and Town Clerk Ann Morrison

Bids Received: 2

[illegible]

**TOWN OF LINCOLN
PUBLIC WORKS DEPARTMENT
ROAD SIDE MOWING
BID SHEET & SPECIFICATIONS**

The business of Kings Seasonal Solutions has submitted this bid for \$ 9,100.00 The contractor also certifies that it meets or exceeds the attached specifications and agrees with all covenants and requirements set forth herein. Where this proposal differs from the attached, a full explanation has been attached explaining those differences. The contractor also acknowledges these bid specifications as part of the overall contract.

The undersigned submits this proposal without collusion with any other person, individual, or firm or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership or individual they represent; and has read and agreed to all of the terms, requests, or conditions written herein by the Town of Lincoln.

NOTE: Contractor will provide proof of required insurance prior to start date.

Signature Michael King

Name (Print) Michael King

Title Owner

Company Kings Seasonal Solutions

Address 879 Lee Rd Lincoln ME 04457

Telephone No. 207-794-5311

Email Address kingsseasonalsolutions@gmail.com

State of Maine Penobscot County, ss

Date: _____

Personally, appeared before me and acknowledged the foregoing instrument to be his/her free act and deed in his/her capacity and the free act and deed of said company.

Notary Public

Printed Name
Commission Expires: _____

Town of Lincoln

Accepted Thursday August: _____

Its Town Manager, duly authorized

**TOWN OF LINCOLN
PUBLIC WORKS DEPARTMENT
ROAD SIDE MOWING
BID SHEET & SPECIFICATIONS**

Yes No (Bidder: check either yes or no if you can meet or exceed the following requirements)

- ☒ ☐ Signage will meet the requirements of MUTCD (manual on uniform traffic control)
- ☒ ☐ Tractor with side mounted bush hog with a cutting width of 6 ft, capable of mowing brush 1.5" in diameter
- ☒ ☐ Tractor to be equipped with approved ROPS (Rollover Protection Structure)
- ☒ ☐ Mowing unit will lift to avoid roadside obstruction such as mail boxes & signs
- ☒ ☐ All equipment proposed to be used shall comply with all safety regulations; state and federal.
- ☒ ☐ All shafts and blades will have proper safety devices in place.
- ☒ ☐ Proof of insurance of an amount not less than
 - General Liability:** \$1,000,000 each occurrence
 - \$1,000,000 damage to premises rented each occurrence
 - \$10,000 medical expense
 - \$1,000,000 personal injury
 - \$3,000,000 general aggregate
 - Auto:**
 - \$400,000 liability
 - Workers' compensation**
 - \$2,000,000 per occurrence and aggregate. **For contractors who cannot meet the workers compensation proof of insurance may apply for a Predetermination of Independent Contractor Status with the Workers Compensation Board – apply with Melissa Quintela, Treasurer
 - Note:** A copy of insurance certificate listing the Town of Lincoln as additional insured shall be filed with the Deputy Treasurer prior to the start of any work.
- ☒ ☐ The contractor will be responsible for all transportation cost when not mowing
- ☒ ☐ In the event of a fuel or oil spill from the contractor's equipment, the contractor shall be responsible for notifying the Department of Environmental Protection and for any necessary remediation as required by said department. Contractor shall hold the Town harmless of any cost associated with said remediation.
- ☒ ☐ Equipment will have either strobe lights or flashers and a slow-moving vehicle emblem on the rear of tractor.
- ☒ ☐ Mowing will be completed during the hours of 7am-5pm M-F

**TOWN OF LINCOLN
PUBLIC WORKS DEPARTMENT
ROAD SIDE MOWING
BID SHEET & SPECIFICATIONS**

The business of J Ham Hogging LLC has submitted this bid for \$ 9,900.⁰⁰. The contractor also certifies that it meets or exceeds the attached specifications and agrees with all covenants and requirements set forth herein. Where this proposal differs from the attached, a full explanation has been attached explaining those differences. The contractor also acknowledges these bid specifications as part of the overall contract.

The undersigned submits this proposal without collusion with any other person, individual, or firm or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership or individual they represent; and has read and agreed to all of the terms, requests, or conditions written herein by the Town of Lincoln.

NOTE: Contractor will provide proof of required insurance prior to start date.

Signature [Signature]
Name (Print) Jeremy Ham
Title Owner / Operator
Company J Ham Hogging LLC
Address 422 Main Rd Holden ME 04429
Telephone No. 207-290-1204
Email Address adm Jeremyham13@yahoo.com

State of Maine Penobscot County, ss

Date: _____

Personally, appeared before me and acknowledged the foregoing instrument to be his/her free act and deed in his/her capacity and the free act and deed of said company.

Notary Public

Printed Name

Commission Expires:

Town of Lincoln

Accepted Thursday August: _____

Its Town Manager, duly authorized

**TOWN OF LINCOLN
PUBLIC WORKS DEPARTMENT
ROAD SIDE MOWING
BID SHEET & SPECIFICATIONS**

Yes No (Bidder: check either yes or no if you can meet or exceed the following requirements)

- ☒ ☐ Signage will meet the requirements of MUTCD (manual on uniform traffic control)
- ☒ ☐ Tractor with side mounted bush hog with a cutting width of 6 ft, capable of mowing brush 1.5" in diameter
- ☒ ☐ Tractor to be equipped with approved ROPS (Rollover Protection Structure)
- ☒ ☐ Mowing unit will lift to avoid roadside obstruction such as mail boxes & signs
- ☒ ☐ All equipment proposed to be used shall comply with all safety regulations; state and federal.
- ☒ ☐ All shafts and blades will have proper safety devices in place.
- ☒ ☐ Proof of insurance of an amount not less than
 - General Liability: \$1,000,000 each occurrence
 - \$1,000,000 damage to premises rented each occurrence
 - \$10,000 medical expense
 - \$1,000,000 personal injury
 - \$3,000,000 general aggregate
 - Auto:
 - \$400,000 liability
 - Workers' compensation
 - \$2,000,000 per occurrence and aggregate. **For contractors who cannot meet the workers compensation proof of insurance may apply for a Predetermination of Independent Contractor Status with the Workers Compensation Board – apply with Melissa Quintela, Treasurer
 - Note: A copy of insurance certificate listing the Town of Lincoln as additional insured shall be filed with the Deputy Treasurer prior to the start of any work.
- ☒ ☐ The contractor will be responsible for all transportation cost when not mowing
- ☒ ☐ In the event of a fuel or oil spill from the contractor's equipment, the contractor shall be responsible for notifying the Department of Environmental Protection and for any necessary remediation as require by said department. Contractor shall hold the Town harmless of any cost associated with said remediation.
- ☒ ☐ Equipment will have either strobe lights or flashers and a slow-moving vehicle emblem on the rear of tractor.
- ☒ ☐ Mowing will be completed during the hours of 7am-5pm M-F

TOWN COUNCIL

YR: 20 MO: 8 ITEM # 4

AGENDA REQUEST

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

Council Meeting Date: 08/10/2026	Today's Date: 07/29/2026
Department: TOWN MANAGER / TREASURER	
Department #: 0100/0104	

Request:

Authorize transfer of funds in the amount of \$228,800.00 from the FY26 Budget to Reserve Accounts at Bangor Savings Bank as listed below.

ACCOUNT	DESCRIPTION	Description at Bangor Savings	Amount
0406-0108	PUBLIC WORKS CONTRACTUALSERVICES	PW Contractual Services	\$ 140,000.00
0900-0435	PWD – EQUIPMENT	PWD – EQUIPMENT	\$ 39,000.00
0900-0512	TS TRAILER	TS Trailer	\$ 14,000.00
0900-0515	TS BAILER	TS Bailer	\$ 8,000.00
0104-0309	AUDIT FEES	Audit Fees	\$ 27,800.00
			\$ 228,800.00

Note: These funds will be used for projects that were not completed in FY2026 or towards a large purchase in a future fiscal year. The overall Budget for FY2026 has a remaining balance of \$417,819.73

Action Needed from Council: Authorize Transfer

Is This Item Budgeted: This is related to Fiscal Year End Process That Needs to Occur Yearly

Was This A Bid Process: NO

Lowest Bid:

Is Public Hearing Required: NO

If So What Dates:

TOWN COUNCIL

YR: 26 MO: 8 ITEM # 15

AGENDA REQUEST

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

Council Meeting Date: 08-10-2026

Today's Date: 07/24/2026

Department: Assessing

Department #: 0105

Request:

To appoint the following individuals for a 1 year term to the Appeals Board; Stacy Williams, Sue Laffey, Lisa Gagnon, Mary Lamonaco, George Edwards, Gilberte Mayo and Allison Porter.

This board is a requirement for hearing appeals in zoning, Assessing and Welfare appeals. The board has not been filled for more than 5 years. In March a abatement request was received from WalMart. This abatement was deemed denied by the Assessor. They have filed a request for an appeal of that decision on July 17,2026. The appeal needs to be heard and scheduled within 30 days of receipt, unless another time and date is agreed by both parties. These individuals have all consented to being appointed to the appeals board so the Town of Lincoln is in compliance.

Action Needed from Council: To appoint

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

TOWN COUNCIL

YR: 26 MO: 8 ITEM # 16

AGENDA REQUEST

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

Council Meeting Date: 08-10-2026

Today's Date: 07/24/2026

Department: Economic Development

Department #: 0103

Request:

To approve the term agreement for Workforce housing between the Town of Lincoln and Kara Wilbur dba Dooryard and Brian Souers authorized agent for Treeline.

Action Needed from Council: To approve the Term agreement to move forward with the Workforce Housing development

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

TERM SHEET

25 Katahdin Avenue LLC Workforce Housing

This term sheet between the Town of Lincoln and 25 Katahdin Avenue LLC will serve as the basis for a Purchase and Sale/Development Agreement for the construction of approximately 50 multi-family dwelling units. The project is intended to support the housing needs of the existing and future workforce in the greater Lincoln area.

The Town of Lincoln (the “Town”) and 25 Katahdin Avenue LLC (the “Developer”) have agreed to partner on the development of workforce-oriented housing to help address the community’s need for additional quality housing options.

Background

The Town of Lincoln is actively redeveloping the site of the former Lincoln Pulp & Tissue Mill. As redevelopment progresses, the Town anticipates an increasing need for housing that can support employees at the mill site as well as workers throughout the broader community.

Lincoln serves as a major service center for the northern Penobscot County region. The Town has a year-round population of 4,866, and the greater region has a population of 15,960. The lack of quality housing for middle-income residents is an impediment to population growth and regional economic development. It also threatens the stability of existing businesses and local institutions, including the hospital and schools.

According to 2023 U.S. Census data, median workforce incomes are \$50,961 in Lincoln and \$48,374 in the greater region.

Site Characteristics

The Town owns approximately nine (9) acres of land that it wishes to make available for housing development, as shown in Exhibit A (the “Project Site”). A portion of the Project Site previously supported housing activity when the mill was active and is suitable for housing redevelopment.

Project Goals

To address the shortage of available workforce housing in Lincoln and the surrounding region, the Town seeks to collaborate with a qualified developer to create a mix of rental

and ownership housing on Town-owned land on and adjacent to Katahdin Avenue. The proposed housing would serve moderate-income households earning approximately 80% to 120% of area annual income. Three general concept plans are attached to illustrate the intended scope, scale, and character of the housing the Town is interested in pursuing.

Infrastructure

Electric, water, sanitary sewer, natural gas, and cable services are available adjacent to the project site, as shown on the attached concept plans. Approximately 1,200 feet of sewer main will need to be installed or replaced to connect to the existing sewer pump station at the end of Spring Street. The sewer pump station may also require upgrades. The Town agrees to seek and secure funding to conduct such installation or replacement work to connect to the existing sewer pump station and make any required upgrades to the sewer pump station, and other supportive infrastructure to the site.

Development Proposal and Scale

25 Katahdin Avenue LLC proposes to construct approximately 18 apartment units as Part of Phase 1, and an additional approximately 50 single-family dwelling units on the subject property in subsequent phases.

Developer:

Phase 1 will include the construction of 18 units of housing, on approximately 4 acres, to be financed through the Affordable Rural Rental Program, a competitive process for financing units at 80% Area Median Income, provided through MaineHousing. The developer has successfully competed to win funding through this program, with completed projects in Madison, Newcastle, and Rumford, and future projects starting construction soon in Yarmouth and Brunswick. This funding has a scoring system, which requires financial contributions and careful planning and cost controls to successfully compete.

Phases 2 and 3 will include the development of up to 50 single-family dwellings, designed primarily for first-time homeowners.

Town Participation, Phase 1

The Town will support the project through the following actions:

1. Ensure the site is free of demolition debris, soil contamination, and any other contaminated materials, as demonstrated through a Phase 1 and required subsequent environmental studies.

2. Write down of the land value (approximately 4 acres) by \$100,000 to help secure MaineHousing points through the RuralRental program, with a total sale price of approximately \$60,000 contingent on an appraisal supporting this value.
3. Provide a credit enhancement agreement equal to 75% of future tax increments for 30 years through a tax increment financing mechanism to support project financing, and help secure MaineHousing points through the RuralRental program
4. Assist with and meet deadlines for applications for federal and state grants to support infrastructure improvements.
5. Establish appropriate site dimensional requirements to best effect the most efficient development activity.
6. Act on the Purchase and Sale/Development Agreement prior to September 1, 2026.

Town Participation - Subsequent Phases

At this time, there are no additional known needs from the Town. As future phases get closer to financing, the developer will communicate any additional needs to unlock additional housing. It is anticipated that future phases will include for-sale starter homes.

Purchase Terms

The Town and Developer shall enter into a Purchase and Sale Agreement (the "PSA") with respect to the sale/purchase of the Project Site as soon as possible after the parties have executed this Term Sheet and prior to September 1, 2026. Developer shall present a draft Purchase and Sale Agreement to the Town, which shall include, among other terms and conditions, the following:

1. Purchase Price. Developer shall pay the Town \$60,000 for phase 1 of the Project Site, which reflects the \$100,000 deduction in cost which will secure MaineHousing points through the Rural Rental program, contingent on an appraisal supporting this value.). Subsequent property acquisition for phases 2 and 3 will be negotiated at fair market price.
2. Developer shall have up to one (1) year from the date the PSA is entered into to conduct its development due diligence and shall have access to the Project Site during the due diligence period.
3. Developer will have up to two (2) years following initiation of phase 1 construction to purchase the remainder of property for phases 2 and 3 and another year to commence construction.
4. Developer's obligations under the PSA shall also be subject to financing and the Town securing infrastructure funding, details of which shall be set forth in the PSA.

5. Closing on the purchase shall occur within sixty (60) days after Developer secures all financing commitments, permits, approvals and other entitlements (with appeals periods expired) with respect to its proposed development.
6. The Town shall convey good and marketable title to the Project Site to Developer, free and clear of encumbrances and all tenants and occupants.
7. Town to provide a Phase 1 Environmental analysis, survey, and appraisal prior to September 1, 2026.

Term Sheet Not Binding

The parties hereby covenant and agree that this Term Sheet does not and shall not constitute an offer to sell or purchase the Project Site and shall in no way be binding upon the parties. This Term Sheet, and/or the terms and conditions contained herein, shall not create a legally binding agreement between the Town and Developer, and neither party shall be legally bound unless and until a PSA Lease mutually acceptable to both parties containing final terms and conditions is fully executed. This letter is not intended to constitute a binding or enforceable contract, nor does it constitute a legal obligation on either party. Further, the basic terms set forth herein are subject to both parties entering into a mutually agreeable written PSA to be fully executed by both the Town and Developer.

Executed as of this _____ day of _____, 2026.

Town of Lincoln

25 Katahdin Avenue LLC

By: _____

By: _____

TOWN COUNCIL

YR: 2026 MO: 8 ITEM # 17

AGENDA REQUEST

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

Council Meeting Date: 08-10-2026

Today's Date: 07/24/2026

Department: Economic Development

Department #: 0103

Request:

To authorize Steve Levesque and the Economic Development Team to move forward with the establishments of TIF agreements with potential developers at the mill site. TIF agreements when finalize will require both Town Council and State of Maine approval.

Action Needed from Council: To authorize the Economic Development Team to move forward with the Development of TIF agreements.

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

TOWN COUNCIL

YR: 26 MO 8 ITEM # 18

AGENDA REQUEST

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

Council Meeting Date: 08-10-2026

Today's Date: 07/24/2026

Department: Economic Development

Department #: 0103

Request:

To appoint Denton Trotter as Addressing Agent for the Town of Lincoln.

This job is currently being done by Ruth Birtz, this is to transfer that responsibility to Code Enforcement. This involves updating the State of Maine E-911 system, assigning physical addresses to properties, adding new roads on tax maps and E-911, registering these addresses with the post office and notifying all Departments of changes.

Action Needed from Council: To appoint

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

AGENDA REQUEST

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

Council Meeting Date: 08-10-2026

Today's Date: 07/24/2026

Department: Town Manager

Department #: 0101

Request:

To appoint Maine Consulting Group of Maine as contractual primary Assessor for the term of 1 year per attached proposal. Contractual proposal is for Assessing services for 1 year for the \$85,000.00 as attached.

This job is currently being done as time permits by Ruth Birtz, this is to transfer that responsibility to Maine Consulting Group of Maine.

Action Needed from Council: To appoint

Is This Item Budgeted:

Was This A Bid Process:

Lowest Bid:

Is Public Hearing Required:

If So What Dates:

PROPOSAL FOR

Assessing Services

Town of Lincoln, Maine

Submitted: June 4, 2026

Submitted By: Municipal Consulting Group of Maine (MCG Maine)
Josh Berry, Owner | 48 Liberty Dr, Hermon, ME 04401 | (207) 605-0200

1. Introduction

Municipal Consulting Group of Maine (MCG Maine) is pleased to submit this proposal to serve as Assessor for the Town of Lincoln. MCG Maine provides professional assessing services to municipalities throughout Maine, with expertise in property valuation, CAMA system administration, taxpayer relations, and compliance with Maine Title 36 requirements.

Lincoln's assessing program requires consistent, experienced oversight to maintain equitable assessments, meet MRS certification standards, and serve the needs of taxpayers and municipal staff year-round. MCG Maine is well-positioned to deliver that continuity.

2. Scope of Services

As Assessor, MCG Maine will provide the full range of assessing services required by the Town of Lincoln under Maine Title 36, including but not limited to:

MCG Maine will provide two (2) days of dedicated remote coverage per week, ensuring consistent availability for Town staff, permit processing, and day-to-day assessing functions. Taxpayer office hours will be held by appointment. Field inspection days will be scheduled as needed to support accurate valuation and CAMA maintenance.

- Administer and maintain the Town's annual assessment program in accordance with Maine law
- Value real and personal property using accepted mass appraisal methodology
- Maintain and update CAMA records for all taxable parcels
- Process building permits, sales, and property transfers to keep assessment records current
- Conduct field inspections as needed to support accurate valuation
- Prepare and commit the annual tax commitment in coordination with Town staff
- Respond to taxpayer inquiries and conduct informal hearings as required
- Represent the Town before the Board of Assessment Review
- Prepare and submit required reports to Maine Revenue Services, including timely certification filings

- Provide guidance to municipal officials on assessing-related matters
- Coordinate with the MRS Field Examiner as needed for certification compliance

3. Compensation

MCG Maine proposes to provide Assessor services to the Town of Lincoln for a fixed annual fee of \$85,000, billed in equal monthly installments of \$7,083.33.

Fee Summary	
Annual Fee	\$85,000.00
Monthly Installment	\$7,083.33
Contract Term	One (1) Year
Billing Cycle	Monthly
Payment Terms	Net 30 days from invoice date

All travel and operating expenses are included within the fixed annual fee. No additional reimbursements will be billed.

4. Contract Term & Renewal

This proposal covers an initial one-year term. MCG Maine is open to a multi-year agreement upon mutual consent of the parties, with annual fee adjustments subject to negotiation. Either party may terminate this agreement with sixty (60) days written notice.

5. Qualifications

MCG Maine brings demonstrated experience serving Maine municipalities as an Assessor, with a working knowledge of Maine Title 36, MRS certification requirements, and the operational realities of small-to-mid-size Maine towns. Our staff includes Maine Certified Assessors and experienced field personnel capable of supporting all aspects of Lincoln's assessing program.

- Direct experience with Maine's mass appraisal standards and MRS oversight requirements
- Familiarity with rural and waterfront property valuation across Penobscot and surrounding counties
- Established workflows for permit processing, CAMA maintenance, and commitment preparation
- Responsive service model with a designated point of contact for Town staff and taxpayers

6. Acceptance

MCG Maine is prepared to enter into a formal Assessing contract with the Town of Lincoln upon acceptance of this proposal. A draft contract can be provided for review by the Town Council or Town Manager upon request.

We appreciate the Town's consideration and welcome any questions about our approach or qualifications.

Submitted by:

Josh Berry, Owner

Municipal Consulting Group of Maine (MCG Maine)

48 Liberty Dr, Hermon, ME 04401

(207) 605-0200 | josh@mcgmaine.com



MEMORANDUM

To: Town Manager and Town Council

From: Josh Berry, Managing Partner, Municipal Consulting Group of Maine

Date: June 26, 2026

Subject: Assessor Services Recommendation

As we are preparing to begin providing Assessor Services to the Town, we would like to offer one recommendation that we believe will provide the greatest value to the Town.

Our proposal includes **two (2) dedicated days per week** to perform the Town's assessing duties and prepare the annual tax commitment. If additional time is required beyond those two days, those services would be billed in accordance with MCG Maine's standard hourly rate schedule.

To help minimize those additional costs, we recommend temporarily shifting the focus of the current Building Permit Inspection Project toward supporting the annual commitment. Rather than inspecting every building permit, we would prioritize inspections of new homes, new commercial buildings, and other properties that add significant taxable value to the tax roll. This will allow us to concentrate on producing a timely and accurate commitment while utilizing the existing Building Permit Project funding to complete work that would otherwise become billable under the Assessor Services contract.

We believe this approach is the most efficient use of the Town's resources and will help ensure a successful commitment while maximizing the value of the contracts already in place.

MCG Maine Standard Hourly Rates

Service	Hourly Rate
Managing Partner / Senior Consultant	\$200.00
Certified Maine Assessor	\$125.00
GIS / Mapping Technician	\$125.00
Assessment Technician / Field Representative	\$85.00
Administrative Support	\$65.00

Total cost not exceed contractual amounts of Assessor Proposal or Building Permit project.

TOWN COUNCIL
AGENDA REQUEST

YR: 26 MO: 8 ITEM # 20-27

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

Council Meeting Date: 10 August 2026	Today's Date: 2 August 2026
Department: Town Manager/Councilor Rojo	

Request:

- 1.- Town Manager to develop a Table of Organization for each town department outlining each required position to include professional requirements or experience.
 - a) A complete description for each position
 - b) Assigned pay level for each
 - c) Optional training to be listed separately.
 - d) Concurrently, develop or create a pay scale for each position based on level of responsibility and seniority.
- 2.- Aimed at promoting Lincoln as a destination, The Town Manager is to ensure that a listing of all events in the town is developed, constantly updated, to be included in the town page and all appropriate media.
- 3.- Have Town Council updated on findings by Auditors.
- 4.- Request a bid and spending update from the Lincoln Lakes etc.
- 5.- Include presentation of offer to donate land at Stump Pond by Julia and David Hofer. (attached document)
- 6.- Set dates for the Fire/EMS Ad Hoc committee to continue planned work sessions.
- 7.- Request update on status of Loon Festival being self-sustaining as informed when the vote was taken to change the name to Home Coming.
- 8.- Request a bid and spending update on Federal Funds used for remediation and development of the former Mill Site

Ann Morrison

From: Eric Rojo
Sent: Monday, August 3, 2026 9:16 AM
To: Town Manager; Stephen Clay; stephen.clay@lincolntown.org; David Ireland; Cathy Moison; Sheldon Hanington; Gordon Street; leerand4@me.com; Ann Morrison
Subject: Items for August Council Agenda
Attachments: August 2026 Agenda Request.docx; Hofer Land Donation at Stump Pond 8-2-26 (2).docx

Attached

Eric Rojo
Councilor

Property Donation
Julia and David Hofer
To
Town of Lincoln, Maine
August 2, 2026

Julia and David Hofer would like to donate up to 1 acre of their wooded property immediately adjacent to the Stump Pond boat launch area owned by the Town of Lincoln. This property is part of the Town of Lincoln Account 000564 RE and Map/Lot 071-028. The legal mailing address for the Hofer's is: 3 Coach Hill Ct, Newark, DE 19711.

The purpose of this donation is to assist the Town in improving the boat launch area in the following, but not limited to, ways:

1. Improve the safety of those trying to launch a boat that requires the towing vehicle to pull out onto Frost St. in a blind curve.
2. Improve parking so that the ramp is not so easily blocked.
3. Provide park and/or picnic amenities for those visiting the site.

As part of the transfer of this property, the Town of Lincoln shall perform certain repairs and improvements to the existing dam and boat launch, when and as described elsewhere. The Town shall perform, or have performed, all necessary survey and legal work to transfer the property to the Town. Also, the Town Tax maps shall be corrected to show that the Town owns the existing boat launch area, not the Hofer's. This donation shall be at no cost to the Hofer's.

Details, including deadlines, need to be worked out on the following items. This could be directly included in this agreement, or be a separate document included by reference.

1. The Town installs boards on the dam to bring the height to at least 3 boards this year (by September 15th, 2026) and to at least 4 boards by July 4th, 2027. (I had discussions with the engineer who performed the Lincoln Dam Study, and provided historic documentation to him, to show that the water level data he used for Stump

Pond was incorrect and the result of no maintenance being done on the dam in a long time.}

2. The Town repairs or replaces the wooden temporary repair of the emergency spillway by July 4th, 2026. The height to match the dam height with 4 boards. (About 5 years ago, 3 friends and I planned, designed, and installed the current temporary repair. We did this in 4 hours without mechanical equipment. I donated the lumber. I have added boards to it, by myself, on at least 2 occasions since then.)
3. The donated property shall permanently remain a park and facilitate the use of the boat launch. It may not be sold or given away.
4. The Town shall provide the Hofer's a fair market assessed value of the donated land.
5. It is suggested that the Town investigate, if they have not already done so, the permanent repair of the valve structure in the emergency spillway. It will become more expensive as time goes on. Also, the Town should consider removing or replacing the walkway over the dam. Caution tape was used previously, but it was ignored and disappeared within a few weeks. Many of the steel angle irons used as supports for the boards are rusted away. Children and adults continue to fish off of the walkway.

Month of July 2026

Tax Year	FY Total Abatements	FY Total Supplemental Bills	Total Commitment	Monthly Revenue	Balance	Percent Collected	Percent Collected Last Year
FY22/OLDER	\$ 184.33			\$ 48.76	\$ 21,520.87		
FY23	\$ 301.00		\$ 9,211,729.23	\$ -	\$ 23,061.25		
FY24	\$ 1,286.87		\$ 10,704,302.46	\$ (1,729.02)	\$ 44,749.21		
FY25	\$ -		\$ 11,614,025.40	\$ 4,343.69	\$ 180,666.24	98.45%	98.06
FY26	\$ 27,722.98	\$ 72,035.36	\$ 12,628,010.24	\$ 69,621.31	\$ 833,664.52	93.40%	93.97
FY27				\$ 29,797.56	\$ (68,801.36)		
Total	\$ 29,495.18	\$ 72,035.36					
TOTAL MONTHLY REVENUE				\$ 102,082.30			

COMMENTS:

This month the 2026 Supplemental Bills from the Sanderson Project were submitted by the Assessor. Also this month, preparations were made for the 30-Day Notice process, to send out notices regarding unpaid original 2026 tax bills. The estimated 440 notices will be sent certified mail, and we keep a copy in-house. Along with tracking the partial payments throughout the month, there are a lot of moving parts to this process.

Respectfully Submitted,
Tracie L. York, Tax Collector

Excise Collection			% Collected	Last Year	% Col Last Year
	Motor Vehicle	\$ 126,656.04		\$ 115,279.13	
	Boat	\$ 1,208.40		\$ 2,844.60	
	Aircraft	\$ -		\$ -	
Total this month		\$ 127,864.44	12.79%	\$ 118,123.73	Est FY 25 \$ 1,000,000
FY 2027 Excise Total		\$ 127,864.44			11.81%