

TENTATIVE AGENDA  
REGULAR TOWN COUNCIL MEETING  
COUNCIL CHAMBERS  
THURSDAY, JANUARY 14, 2016  
4:30 PM

1. Call to Order
2. Roll Call.
3. Adjustments to the Agenda
4. Approval of Minutes of the December 21, 2015 Town Council meeting
5. Special Presentations:
  - a. Police Chief Kenyon Presentation on need for new SUV
  - b. David Cyr Presentation on KAT TV Streaming
6. Town Manager's Report

**OLD BUSINESS**

**NEW BUSINESS**

7. ORDER #1-2016 Execution of Warrant for December 31, 2015
8. ORDER #2-2016 Execution of Warrant for January 7, 2016
9. ORDER #3-2016 Execution of Warrant for January 14, 2016
10. ORDER #4-2016 Approval of an Application for a Victualer's License (Michelle Brundrett)
11. ORDER #5-2016 Authorization to Hold the Winterfest Parade
12. ORDER #6-2016 Authorization for Sale of Tax Acquired Properties
13. ORDER #7-2016 Approval of RTP Grant
14. Reports and Communications:
  - a. Warrant Committee for the January 28, 2016 Council Meeting will be Councilor Madore and Councilor Pelletier
  - b. Councilor's Report back on special projects, activities or other communications.
  - c. Other
15. Adjournment:

# MEMO

**To: John Davis, Town Manager**

**CC: Town Council**

**From: Chief Steven Kenyon**

**Date: January 7, 2016**

**Cc: Town Council**

**Re: Police Cruiser replacement**

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We are overdue to replace one of the police cruisers in the current rotation. The oldest cruiser (car # 3), a 2011 Crown Vic, purchased in November of 2010 has 135,000 miles on it. The next oldest cruiser (car # 2) is the 2013 Ford Interceptor SUV, received in October of 2012 with 114,000 miles on it and car #1, a 2015 Ford Interceptor Sedan received in September of 2014 has 29,000 miles on it.

Car # 3 was due to be replaced last year; it is going on 5 years old and should be replaced as soon as possible. The replacement cruiser and Car # 1 will be used as the primary patrol vehicles and Car #2 will be moved to the 3<sup>rd</sup> slot as the reserve vehicle only to be used as needed.

The primary goal would be to purchase a SUV as the current SUV will move to the 3<sup>rd</sup> vehicle slot.

We will be able to use our current Car #3's light bar and video camera, I have also already purchased a new radar unit for the cruiser with grant monies saving the town \$2000. We will need to purchase a cage, graphics and a few other smaller items.

The purchase of this vehicle would be done using the police department reserve funds. I would like permission to move forward with the quote process.

## Millinocket Police Department Cruiser Estimate

Ford	2016		Warrantee		Labor Rate	Model	Company
	Estimate	Estimate					
Interceptor AWD Sedan					\$80.00/hr	2015 Interceptor sedan	Darlings Bangor 992-1503 Tim Seymour
Interceptor AWD Sedan	\$30,400.00				\$55.00/Hr	2015 Interceptor sedan	Cole Whitney Lincoln Paul Jamo 794-6522
Interceptor AWD Sedan					\$84.95/Hr	2015 Interceptor sedan	York's Houlton Brian Howe 532-9675
<b>Equipment Upfit</b>							
Stalker Radar dual	\$0.00						
Liberty LED Lightbar/console	\$0.00						
Graphix lettering	\$450.00						Graphix (Old Town)
Console	\$450.00					C-VS-1508	Havis.com
DC3 camera pedestal & cable	\$100.00						N/A
Cruiser Cage	\$1,000.00						N/A
Equipment Installation	\$1,200.00						Custom Installations Jeff Combs 944-5920
<b>Total Equipment Upfit</b>	<b>\$3,200.00</b>						
<b>Trade in Value Car #3</b>							
<b>Total</b>	<b>\$33,600.00</b>						

<b>Car #1 2015 AWD Sedan</b>	29,000 miles	<b>Engine Hours</b>	3,500	<b>Hrs to Miles</b>	1 hr = 25 miles
<b>Car #2 2012 AWD SUV</b>	114,000 miles		13,873		Purchased Aug 31, 2014
<b>Car #3 2011 Crown Vic</b>	135,000 miles				Purchased October 2012
					Purchased 2011

December 17, 2015

Millinocket Town Council

197 Penobscot Ave.

Millinocket ME

Attn: Town Mgr. & Councilors

Dear Council,

In our constant quest to provide better service and improved offerings to the Katahdin area, KAT-TV has been working to find a way to provide live video streaming of Town Council meetings. Previously, we were unable to offer this service due to the need for expanded bandwidth in the Bee-Line cable system. Our Station Manager, Josh Linscott has moved past that problem and has eliminated the bandwidth issue.

Katahdin Area Television is now able to offer the Katahdin region and in effect the entire internet, the benefit of a vastly improved video and audio live streaming. Because the video and audio signal will be sent directly from the KAT-TV camera, the result is a marked improvement from the existing mounted camera.

This new service can be delivered without any additional cost to the Town. If indeed, the Council desires more information on this subject, you may contact Station Manager, Josh Linscott, to discuss any questions you may have.

Thank you for your continued support,

Katahdin Area Television

*Manager's Report January 14, 2016*

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**Council Meeting Schedule-Council Chambers**

<b><u>Thursday, Jan. 28, 2016</u></b>	<b>4:30 p.m.</b>	<b>Regular Meeting</b>
<b><u>Thursday, Feb.11, 2016</u></b>	<b>4:30 p.m.</b>	<b>Regular Meeting</b>

**Credit/Debit Card to Pay Municipal Bills**

I have attached a copy of an email that David Little, Tax Collector/Deputy Treasurer, City of Bangor, sent me with some options they use for their taxpayers. Councilors Dumais and Stratton have also done some research on this subject and would like to have some discussion at Thursday's meeting.

**Foreclosures:**

Of the 69 foreclosure notices that were mailed out, 15 were foreclosed, 49 paid, 3 were extended, 1 is in bankruptcy, and 1 is pending foreclosure.

**Thriving in Place Committee**

The committee is looking for a member of the Council to represent the Town. Former Councilor Bryant Davis has been acting in this capacity, and though he will remain on the committee, they would like to have a current Councilor as well.

**Snow Plowing**

Some residents are continuing to plow snow from their driveways and putting it on the sidewalks. This practice impedes pedestrian traffic and puts a strain on the Public Works Department to keep the sidewalks free of snow. On Highland

Avenue people are still pushing snow across the road on the land that the Town owns, tearing up the grass and causing spring runoffs on the properties below the hill on Penobscot Avenue. I would like to remind the public that the Town has ordinances against both of these practices.

### **Total Cost For Penobscot Indian Nation Lawsuit**

Dating back to 2011, the total cost for the PIN Lawsuit is \$25,241.92.

### **Notice of Intent to File**

Chief Operator at the WWTP, Jim Charette, will be filing a wastewater discharge permit application with the Department of Environmental Protection (DEP) on or about February 1, 2016.

### **Spruce Run-Womancare Alliance**

Requesting a \$100.00 donation from the Town of Millinocket.

### **Lien Process**

I would like to take a few minutes to explain how the process works.

tmanager

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From: Little, Dave <david.little@bangormaine.gov>  
Sent: Thursday, August 27, 2015 11:50 AM  
To: manager@millinocket.org  
Subject: Tax Payments

John,

In addition to the normal cash and check payments we also have the following options for our taxpayers:

At the counter in the Treasury Office they can use their debit card with their PIN number. The City absorbs the merchant fee but the fee historically has been much lower for debit cards than credit cards. We don't consistently track it but if we find the debit card fees become too much this option may go away.

The other alternative is payment by credit card using the third party Official Payments. Taxpayers can log onto their website at [www.officialpayments.com](http://www.officialpayments.com) or call 1-877-671-6046. The service is \$0.00 cost to the City but the taxpayer is charged a fee by Official Payments. The fee is a sliding scale depending on the amount of the payment. It is not the best option for small payments, a payment from \$0.00 to \$49.99 would have a \$3.00 fee, whereas a payment of \$500 to \$599.99 would have a fee of \$18. Any payments from \$1,000 to \$10,000 would be at 3% and anything over \$10,000 would be 2.5%.

We've been with them for a long time and really have no complaints. There are other companies that offer the same service. There are also those that will let you accept the credit card at the counter and pass the fee onto the customer at the time of the transaction. Bangor does not pass on any credit cards fees. Mainly because for many years it was against the law and a violation of the merchant agreements with VISA and MasterCard. Although the law has changed now our Council has continued to determine that the fees are a cost of doing business and so far has absorbed the cost. Part of that decision is the fact that we accept cards at multiple locations throughout the City and it isn't feasible to charge a fee at some of those areas. We didn't want to pick and chose when someone paid a fee and when they didn't.

If you need anything else please let me know.

Dave

David W. Little  
Tax Collector/Deputy Treasurer  
City of Bangor  
207-992-4289  
207-945-4422 (fax)

No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2016.0.7294 / Virus Database: 4483/11146 - Release Date: 12/09/15

## Notice of Intent To File

### Maine Waste Discharge License / Maine Pollutant Discharge Elimination System Permit Application

Please take note that, pursuant to 38 MSRA, Sections 413 and 414-A, the Town of Millinocket of 197 Penobscot Avenue, Millinocket, Maine 04462 intends to file a wastewater discharge permit application with the Department of Environmental Protection (DEP). The application is for the discharge of 2.33 million gallons a day (MGD) of treated domestic wastewater to the Penobscot River in Millinocket, Maine.

The application will be filed on or about February 1, 2016 and will be available for public inspection at the DEP's Augusta office during normal business hours. A copy may also be seen at municipal offices in Millinocket, Maine.

A request for a public hearing or request that the Board of Environmental Protection assume jurisdiction over this application must be received by the DEP, in writing, no later than 20 days after the application is found acceptable for processing, or 30 days from the date of this notice, whichever is longer. Requests shall state the nature of the issue(s) to be raised. Unless otherwise provided by law, a hearing is discretionary and may be held if the Commissioner or the Board finds significant public interest or there is conflicting technical information.

During the time specified above, persons wishing to receive copies of draft permits and supporting documents, when available, may request them from the DEP. Persons receiving a draft permit shall have 30 days in which to submit comments or to request a public hearing on the draft.

Public comment will be accepted until a final administrative action is taken to approve, approve with conditions or deny this application. Written public comments or requests for information may be made to the Division of Water Quality Management, Department of Environmental Protection, State House Station #17, Augusta, Maine 04333-0017. Telephone (207) 287-3901.



Bangor Office: PO Box 653  
Bangor, ME 04402  
(207) 945-5102

Dover-Foxcroft Office: PO Box 192  
Dover-Foxcroft, ME 04426  
(207)564-8166

December 18, 2015

Town of Millinocket  
Harold Davis  
197 Penobscot Avenue  
Millinocket, ME 04462

Dear Harold:

**Spruce Run-Womancare Alliance is requesting a donation of \$100 from the Town of Millinocket for fiscal year 2016.** Our organization serves the Penobscot and Piscataquis County region by:

- Addressing the needs of people affected by domestic abuse with a full range of services including safety-planning, advocacy, and support;
- Providing prevention, education, and training to foster safe, healthy relationships; and
- Engaging the community in an effective, coordinated response to domestic abuse which recognizes the nature of the abuse, responds to it, and changes the conditions which lead to it.

**In fiscal year 2015, we served 1,601 individuals including 30 individuals from the Town of Millinocket.**

**We appreciate your past support, and look forward to continuing our long standing partnership in keeping our communities and homes safe.** Please consider our request as you plan your budget for the next fiscal year, and we work to attain the goal of safety for all of our citizens. As you know Spruce Run-Womancare Alliance must demonstrate local support in order to access state and federal dollars. If you have any questions about our programs or our request, please call us at either the Bangor or Dover-Foxcroft office. **We would welcome the opportunity to speak with your committee.**

Sincerely,

Cynthia Freeman Cyr

Amanda Cost

ORDER #1-2016

PROVIDING FOR: Execution of the Warrant for December 31, 2015

IT IS ORDERED that the Warrant for December 31, 2015 in the amount of  
\$ \_\_\_\_\_ is hereby approved.

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_

ORDER #2-2016

PROVIDING FOR: Execution of the Warrant for January 7, 2016

IT IS ORDERED that the Warrant for January 7, 2016 in the amount of \$ \_\_\_\_\_ is hereby approved.

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_

ORDER #3-2016

PROVIDING FOR: Execution of the Warrant for January 14, 2016

IT IS ORDERED that the Warrant for January 14, 2016 in the amount of \$ \_\_\_\_\_  
is hereby approved.

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_

ORDER #4-2016

PROVIDING FOR: Approval of an Application for a Victualer's License

IT IS ORDERED that an Application for a Victualer's License is approved for:

Michelle Brundrett, 158 Highland Avenue  
d/b/a  
Katahdin General LLC, 160 Bates Street

Passed by the Town Council \_\_\_\_\_

Attest: \_\_\_\_\_

PAID DEC 1, 7<sup>th</sup>  
✓741

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Michelle Brandrett H

2. PHONE NUMBER OF APPLICANT (207) 356-8336

3. RESIDENCE OF APPLICANT Millinocket

4. NAME OF BUSINESS Kataridin General LLC

5. PHONE NUMBER OF BUSINESS (207) 723-4123

6. BUSINESS ADDRESS 160 Bates St

7. NATURE OF BUSINESS convenience store/gas station

8. LOCATION TO BE USED current location

9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

Millinocket, 4 years

Winterport, 1 year

10. LIST OF PRINCIPAL OFFICERS, TITLES, AND ADDRESSES FOR THE PAST THREE YEARS

Michelle Brandrett co-owner Millinocket 158 Highland Ave

Jamie Brandrett co-owner Millinocket 158 Highland Ave

11. DESCRIPTION OF PREMISES TO BE LICENSED

convenience store, gas station, apartment building

(PLEASE INCLUDE CURRENT COPY OF YOUR STATE OF MAINE DEPARTMENT OF HUMAN SERVICES FOOD VENDOR'S LICENSE)



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



**RETAIL FOOD INSPECTION REPORT**

Establishment Name:		Katahdin General General Store LLC				Fee:			
Street Address:		160 Bates ST				License #:		2-31248	
City:	Millinocket	State:	ME	Zip:	04462-	Type of Inspection:		Initial	
Telephone:	207.723.4123				Reason for Inspection:		Scheduled		
Email:	katahdingeneral@gmail.com				Admin. Action Requested			N	Follow-up Date:
Date:	12/21/2015	Time In:	09:47	Time Out:	11:32	Report #:	510590		

CRITICAL DEFICIENCY POINTS : 0 TOTAL POINTS : 0

**Critical Deficiencies**

**Non-Critical Deficiencies**

Comments: *OK to issue license*

Inspector: Michael Swimm

Received By:

Signature:

Call 207-215-1579 - DEP. for Red. Ctr. Lic app.

**ORDER #5-2016**

**PROVIDING FOR:** Authorization to hold the annual Winterfest Parade.

**IT IS ORDERED** that the Millinocket Town Council authorize the 2016 Winterfest Parade to be held February 12, 2016, at 6:00 p.m. The parade will begin at the High School and end at the Bandstand Parking Lot.

**PASSED BY THE COUNCIL:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_

**PROVIDING FOR:** Authorization for the Town Manager to execute and file all necessary paperwork and deeds to complete the sale of Tax Acquired properties.

**IT IS ORDERED** that the Millinocket Town Council authorize the Town Manager to execute and file all necessary paperwork and deeds to complete the sale of Tax Acquired property at the following locations:

<u>ADDRESS</u>	<u>MAP/LOT</u>	<u>BIDDER</u>	<u>AMOUNT</u>
45 Orchard St.	U08/092	Les Mackin	\$7,010
67 Poplar St.	U04/116	Joan Goldblatt	\$4,000

**NOTE:** These were the only bids received on the above properties. The bids will cover back taxes, sewer fees, and other expenses.

**PASSED BY THE COUNCIL:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_