

**TENTATIVE AGENDA
PUBLIC HEARING & REGULAR COUNCIL MEETING IN COUNCIL CHAMBERS
THURSDAY, DECEMBER 13, 2018
4:30 PM**

‘This is a fragrance-free building. Please help us to accommodate our co-workers and clients who are chemically sensitive to fragrances and other scented products. Thank you for not wearing perfume, aftershave, scented hand lotion, fragranced hair products, and or similar products.’

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda
4. Approval of the Minutes of the November 26, 2018 Regular Town Council Meeting and the November 29, 2018 Executive Session.

OLD BUSINESS:

NEW BUSINESS:

5. SPEICAL PRESENTATIONS: Samantha Horn – LUPC Adjacency Policy Changes
6. Town Manager’s Report
7. ORDINANCE #2-2018 – **PUBLIC HEARING -1st Reading**– Amendment to Chapter 75, General Assistance
8. ORDER #300-2018 Execution of the Warrant for December 13, 2018
9. ORDER #301-2018 Approval of an Entertainment License Application (American Legion)
10. ORDER #302-2018 Approval of Liquor License Application (American Legion)
11. ORDER #303-2016 Approval of an Entertainment License Application (Elks Lodge)
12. ORDER #304-2018 Approval of Liquor License Application (Elks Lodge)
13. ORDER #305-2018 Creation of an Account for the Events Committee
14. ORDER #306-2018 Filling of Vacancy on the Municipal review Committee
15. ORDER #307-2018 Appointees to the Broadband Committee
16. Reports and Communications:
 - a. Warrant Committee for December 27, 2018 Council Meeting: Councilor Pelletier and Councilor Stratton.
 - b. Chair’s Committees Reports
 - c. Two Minute Public Comment
17. Adjournment:

November 26, 2018

The Regular Town Council Meeting was called to order by Chair McEwen in Council Chambers at 4:33pm.

Roll Call:

Town Council Members Present:

Jackson	Pelletier
Golieb-Excused	Pray
Madore	Stratton
McEwen	

Also present were: Town Manager John Davis, Town Clerk Diana M. Campbell, and 4 in the public.

Pledge of Allegiance

1

Adjustments to the Agenda: Addition to Manager's Report

Approval of minutes of the October 25, 2018 and November 12, 2018 Executive Session

Motion- Stratton Second- Madore Vote- 6-0

OLD BUSINESS: NONE

NEW BUSINESS: Special Presentations NONE

Town Managers Report:

1.Next Regular Council Meetings- to be held in Council Chambers at 4:30pm

A. December 13, 2018

B. December 27, 2018

2. Revised Adjacency Policy- I received correspondence from Samantha Horn, Planning Manager of the Land Use Planning Commission (LU*PC), about the modified adjacency policy. There will be another public comment period and another hearing on January 8. Samantha would like to address the Council at the regular meeting on December 13. We can find out more about the hearing on January 8 at that time.

3. Maine Water- We received an update from Maine Water on the status of their plans to combine with San Jose Water Company (SJW). Maine Water is excited about this deal as they believe it provides many benefits while maintaining their existing employee teams, local offices and leadership team in Maine and with their New England headquarters remaining in Clinton Connecticut.

4. Article About the Police Shortage in Maine- The Chief shared an article with me called The Thinning Blue Lince: "A police shortage in Maine could soon get a lot worse." This article was also aired on News Center last week. Listed below are some of the highlights the Chief enumerated:

- Fewer and fewer people are willing to do the job. Many departments in Maine are down two, five, and even 13 officers.
- There are many reasons for the shortages- low pay compared to the high risk, negative attitude some people have of police, and a difficult hiring process.
- The Maine State Police has 341 officers, of which 15% will be eligible to retire in two years (51 state troopers).
- The Portland Police Department will have 44 officers eligible for retirement over the next five years.
- Maine Warden Service presently has more than 40 wardens that could retire.
- The South Portland Police Department has 14 out of 55 officers that currently qualify for retirement.
- Some complaints that police officers have are investigations not getting enough attention, and people like to take video hoping that someone does something wrong.

5. Insurance Rate Increase- The Maine Municipal Employees Health Trust (MMEHT) approved rate adjustments effective January 1, 2019. All of the Town employees have the POS C plan which increased by 4%. The Town also offers the PPO 2500 plan, PPO 1000 (until 2021), but no employees have enrolled in either of these plans.

6. Tax Acquired Property- The Council need to decide what it wants to do with the tax acquired properties at 294 Katahdin Avenue and 6 Katahdin Avenue Extension. The couple that bid on 6 Katahdin Avenue Extension thought

they were bidding on the house by the mill gate and were not interested in any of the other properties. The Town received a \$10.00 bid for 294 Katahdin and a bid for \$1000.00 for Katahdin Avenue Extension. These bids can be awarded, or the properties can be advertised again.

7. Cemetery Closure- The cemetery closed for burials on November 9. People can no longer drive a vehicle into the cemetery but can gain access through the side door in the gate if they want to go in and walk.

8. Meeting on Plowing Snow- I would like to set up a meeting with the people who plow snow and go over the Town's ordinances. Councilor Pray has had a few complaints already from neighbors and other individuals in town. We have talked about this for a couple of years and I think we should address it as soon as possible.

9. Eastern Area Agency on Aging (EAAA)- I have attached a letter from the Eastern Area Agency on Aging asking that the Town allocate \$1000 in its next budget to donate to the EAAA. We donated \$1000 in the current budget and this can be discussed during next year's budget meetings.

Department Updates

Public Works

- Had two plowable storms in October and three so far in November.
- Worked two nights cleaning up snow.
- Using straight salt in high traffic areas.
- Used hot loads during rain storm.
- Main runs in good condition.
- Secondary arteries have some ice buildup.
- Caution citizens to slow down at intersections during bad weather.

Transfer Station

- Fiberight has rolled out their startup schedule.

Airport

- Runways cleared. Still have ice but basically in good shape.
- Resolved a couple of issues with the snowblower.
- Next Airport Improvement Project is to apply for a grant for Snow Removal Equipment (SRE).
- SRE building already paying dividends. Saving \$200.00- \$250.00 per month.

Cemetery

- Closed for the season for burials

Wastewater Treatment Plant

- Running one man short due to surgery and vacation time. Hoping to get a part-time employee until the vacancy is permanent.
- Busy with snow removal and everyday activities.

Police Department

- Generated 177 incidents in last two weeks.
- No summonses
- Twelve citizen/ agency assists, 21 information complaints, 9 animal problems, 7 medical calls, 3 family fights, 3 welfare checks, and 3 parking problems.
- Looking to fill two open positions. Officer Legassey has taken a job with the Sheriff's office. He will be leaving December 1. I want to wish Mr. Legassey luck in his new endeavor.
- Latest candidate failed the alert test. Currently pursuing an experienced academy graduate. We have missed the deadline to send anyone to the academy this year.
- We may have to consider offering bonuses to attract qualified applicants.

Fire and Ambulance

- Worked with two new businesses on upgrades that have fire and safety issues.
- Conducted three wood stove inspections.
- Went over the safety and evacuation plan with the Director of the Katahdin health Care.
- Met with an owner of a commercial building to discuss fire and safety improvements.
- One Firefighter/ Paramedic out of work due to injury.
- Have an issue with the pump on 781, the 2002 KME fire truck (blue one). As of this writing, it appears the truck has a problem with the transfer case or the transmission. May have to take it to Auburn for repairs.

Recreation

- Getting ready for winter.
- Seal around the pool is completed
- Getting quotes to rehab the entire complex so we can pursue grants.
- New shed has not been delivered yet.
- Preparing for our Santa Calling and wreath lighting at the school.

Administration

Treasurer

- Filed utility liens on 5/30/17 for unpaid bills due on 4/15/16 and will foreclose on 11/30. There are 14 accounts remaining and total unpaid fees and other costs of \$3,520.
- 2017 tax liens will mature on December 23. Seventy-six accounts remain with total unpaid taxes and other costs of \$103,780.
- On 11/13/18, 149 Utility liens were filed for unpaid sewer bills due on 10/27/17 to 2/9/18. Total fees and other costs amount to \$45,664.

Tax Assessor/Code Enforcement Officer

- Finalized November 6, 2018 election results.
- Processing 2019 dog and snowmobile registrations.
- Administering Transfer Site Stickers (now available).
- Completed minutes for the October 25 and November 12 Town Council meetings.
- Notifying proper commissions of name change.

Human Resource/Welfare Director

- Preparing GA clients for winter months and other basic needs.
- Doing year-end enrollment, getting information to employees so they can make decisions based on their needs.
- Performing daily functions and getting ready for 2019.

Manager

- Working with HR Director on daily activities (poverty abatements, grievances, etc.)
- Dealing with the public on real estate and sewer lien issues.
- Attempting to set up a committee to deal with drug addiction and mental health concerns.

Tax Collector

- Slow week probably due to bad weather and low temperatures
- Processing mail and phone calls
- Spent time with the Manager explaining weekly Motor Vehicle and monthly County reports

Heritage Park- Tonight's presentation was cancelled because one of the chairs couldn't make it. The building has been torn down and the plan is to continue with the park and we should see some results in the spring.

Our Katahdin There will be a meeting with Our Katahdin Tuesday, December 11 at 3:00 in executive session.

Pelletier- continues to be opposed to the Adjacency Policy. Hopes that some of the law enforcement that retire from the state will step into the less stressful jobs, like ours. Is in support of councilor Jackson's request for a Financial report.

Jackson- Wants to know if the liens and unpaid bills are going up or down. Would like to hear from LUPC re: the Adjacency issues.

Stratton- would like to award the property to the former bidder rather than send it out to bid again. Agrees that we should look in to offering sign-up bonuses.

Madore- Is looking forward to hearing from LUPC on Dec. 13 regarding the Adjacency Policy. Agrees with offering sign-on bonuses to attract police officers. Wishes Officer LeGassey the best in his new endeavor. Comfortable with the 4% Insurance increase. Would like to re-advertise the tax acquired property. Is anxious for the meeting regarding snow plowing. Regarding EAAA, he cautions against budgeting for individual causes prior to budget time. Is glad that we are saving on the electric at the Airport. Glad that we hired a part-timer at the Waste Water Facility. Interested in hiring Veterans and possibly getting them trained under the GI Bill. Glad we have coverage for the pumper from the neighboring community. Thinks we are down slightly on utility liens from previous years. Would like to know how our numbers are looking regarding general assistance in the winter months. He thinks the Heritage Park plan is being rewritten every day and until the Council is updated about their plans, he has heartburn as far as that plan moving forward and does not appreciate the lack of communication. Will be available for the executive session.

Pray- Congratulates Chair McEwen on his Chair seat. Also congratulates the two Councilors, one reelected and one newly elected. Will try to attend the meeting on the 11th. Agrees with Councilor Madore regarding Heritage Park. Glad

the Comp plan is proceeding. Always appreciates the department reports. The police issue is a problem everywhere. Would like to change some statutes to allow military service to qualify for some of the requirements. Glad to have the new waste water employee on board. Compliments the cemetery crew. Agrees with Madore regarding EAAA request. In reference to the snowplowing issues, he has received complaints around town and has let the Town Manager know that he would like a meeting. Feels that the sewer liens have leveled out. Regarding sign-up bonuses, he would like to know what is available for funds in executive session.

McEwen- Is pleased to see the update on the Revised Adjacency Policy and is looking forward to that meeting. Would like to see both tax acquired properties go back out to bid. Asks for a straw poll on the tax acquired property with 4 in favor of sending them back out to bid- Madore, McEwen, Jackson, Pelletier. Asks if the Council is in agreement of offering incentives for the Police Department. Councilor Pelletier raises a concern that the issues may be other factors other than just coming on to our force. Councilor Jackson would like to look into the use of Veterans. McEwen will be available for the December 11 meeting.

Golieb- Is impressed with the responsiveness of LUPC and is looking forward to the meeting. Hoping with Maine Waters new deal we'll get better tasting water. Hopes Millinocket will be the exception of the police shortage in the State. Thinks tax acquired houses should go out to bid again. Thank you to all who contributed to another well done season at the cemetery. Agrees that a meeting should take place concerning the snow plowing. EAAA should be addressed at budget time. Thanks to Manager and Department heads for keeping us well informed. Outstanding job at the Airport. Thanks to the Manager for building a list of people who need help with addiction/ mental health issues and hopes the dates and times to meet will be set soon.

McEwen- Would like to set a meeting for a public workshop on snow plowing for Tuesday, December 11 at 5:00.

ORDER #283-2018 PROVIDING FOR: Execution of the Warrant for November 15, 2018 IT IS ORDERED that the Warrant for November 15, 2018 in the amount of \$1998.89 is hereby approved.

Motion- Jackson

Second- Madore

Vote- 6-0

ORDER #284-2018 PROVIDING FOR: Execution of the Warrant for November 22, 2018 IT IS ORDERED that the Warrant for November 22, 2018 in the amount of \$114,033.36 is hereby approved.

Motion- Madore

Second- Stratton

Vote- 6-0

PUBLIC HEARING -ORDER #285-2018 PROVIDING FOR: Approval of an Application for an Entertainment License for the House of Pizza. IT IS ORDERED that the attached application for an Entertainment License is hereby approved for:

James Lawrence, 364 Katahdin Avenue

d/b/a House of Pizza, 782 Central Street

Motion- Pelletier

Second- Madore

Vote- 6-0

ORDER #286-2018 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for the House of Pizza. IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for:

James Lawrence, 364 Katahdin Avenue

d/b/a House of Pizza, 782 Central Street

Motion- Stratton

Second- Madore

Vote- 6-0

ORDER #287-2018 PROVIDING FOR: Approval of an Application for an Entertainment License for the Highlands Tavern. IT IS ORDERED that the attached application for an Entertainment License is hereby approved for: Katahdin Services LLC/Christopher Carr,

115 Massachusetts Avenue
d/b/a Highlands Tavern, 973 Central Street
Motion- Pray
Second- Madore
Vote 6-0

ORDER #288-2018 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for the Highlands Tavern. IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for:

Katahdin Services LLC/Christopher Carr,
115 Massachusetts Avenue
d/b/a Highlands Tavern, 973 Central Street
Motion- Pelletier
Second- Madore
Vote- 6-0

ORDER #289-2018 PROVIDING FOR: Approval of an Application for an Entertainment License for the Blue Ox Saloon. IT IS ORDERED that the attached application for an Entertainment License is hereby approved for:

Thomas St. John,
61 Penobscot Avenue
d/b/a The Blue Ox Saloon, 61 Penobscot Avenue
Motion- Jackson
Second- Stratton
Vote- 6-0

ORDER #290-2018 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for the Blue ox Saloon. IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for:

Thomas St John, 61 Penobscot Avenue
d/b/a The Blue Ox Saloon, 61 Penobscot Ave.
Motion- Stratton
Second- Madore
Vote- 6-0

ORDER #291-2018 PROVIDING FOR: Approval of an Application for a Victualer's License for J & S Salisbury LLC, The Daily Grind. IT IS ORDERED that the attached application for a Victualer's License is hereby approved for:

Sue Salisbury/J& S Salisbury LLC, 134 Park Rd., Westbrook, ME.
d/b/a The Daily Grind, Mobile Food Truck, 820 Main St., Westbrook, Me.
Motion- Madore
Second- Stratton
Vote- 6-0

ORDER #292-2018 PROVIDING FOR: Appointment to the Recreation Advisory Committee IT IS ORDERED that Ian Shearer is re-appointed to the Recreation Advisory Committee for a three-year term to expire November 2021.

Motion-Pray
Second- Madore

Vote- 6-0

TABLED- ORDER #293-2018 PROVIDING FOR: Authorization to be recognized as an Age-Friendly Community. IT IS ORDERED that the Millinocket Town Council authorize the Town Manager to submit a letter of interest and commitment to Lori Parham, AARP Maine State Director, to be recognized by the World Health Organization Network of Age-Friendly Communities.

Motion to table- Madore

Second to table- Stratton

Vote- 6-0 to Table order 293-2018

ORDER #294-2018 PROVIDING FOR: Donation of \$200.00 to the LifeFlight Foundation.

IT IS ORDERED that the Millinocket Town Council donate \$200.00 to the LifeFlight Foundation which is celebrating 20 years of caring for the people of Maine.

NOTE: If approved, the funds will be expended from Account # 0816-3813, Public Health & Welfare. This will leave a balance in this of \$1,700.00 in this account. The request was for \$1,127.

Motion- Pelletier

Second- Madore

Vote- 6-0

ORDER #295-2018 PROVIDING FOR: Donation of \$200.00 to Penquis. IT IS ORDERED that the Millinocket Town Council donate \$200.00 to Penquis for its assistance to the residents of Millinocket.

NOTE: If approved, the funds will be expended from Account # 0816-3813, Public Health & Welfare. This will leave a balance in this of \$1,500.00 in this account. The request was for \$12,683.

Motion- Jackson

Second- Madore

Vote- 6-0

ORDER #296-2018 PROVIDING FOR: Donation of \$200.00 to the Community Health and Counseling Services. IT IS ORDERED that the Millinocket Town Council donate \$200.00 to the Community Health and Counseling Services for its home health, hospice, and mental health services.

NOTE: If approved, the funds will be expended from Account # 0816-3813, Public Health & Welfare. This will leave a balance in this of \$1,300.00 in this account. The request was for \$5,000.

Motion- Stratton

Second- Madore

Vote- 6-0

COUNCIL COMMENTS: Jackson-Suggests donations are looked at in next year's budget. Madore- Agrees that, going forward, all requests for donations should be discussed at budget time. Pray- Suggests a time frame when all the requests could be assessed against each other based upon a presentation and how they assist the community in order to get the most "bang for the buck".

ORDER #297-2018 PROVIDING FOR: Transfer of funds. IT IS ORDERED that the Millinocket Town Council approves the transfer of funds for \$6,700.00 from Account 2800-1395 (Wastewater Slow Runners/Sewer Repairs), to Account 2400-0312 (Wastewater Part-Time), to fund a temporary position at the Wastewater Treatment Plant.

NOTE: The Wastewater Department is down one employee due to a surgery, vacation time, and upcoming retirement. We will be looking to fill this job on a steady basis as soon as the retirement is official.

Motion- Madore

Second- Stratton

Vote- 6-0

REPORTS AND COMMUNICATIONS:

Warrant Committee- Chair McEwen & Councilor Madore

Economic Development Committee report- Chair McEwen reports that the Economic Development Survey has been released on the website and the Facebook page. There are also three locations throughout town where you can fill out a hard copy- Town Office, Millinocket Memorial Library and Our Katahdin office on Katahdin Ave.

Two Minute Public Comment: NONE

Motion to enter into Executive Session to discuss a Personnel Matter pursuant to 1 M.R.S.A. §405 (6) (A) at 5:33pm

Motion- McEwen

Second- Pray

Vote- 6-0

Adjournment: 6:08pm

Motion- Stratton

Second- Madore

Vote- 6-0

November 29, 2018

The Executive Session was brought to order in the Town Managers office at 5:00 pm by Chair McEwen

Roll Call:

Town Council Members Present:

Pelletier	Jackson
Stratton	Golieb- phone
Madore	Pray- phone
McEwen	

ORDER #298-2018: PROVIDING FOR: Executive session to discuss an economic development issue.

IT IS ORDERED THAT THE Millinocket Town Council enter into executive session to discuss a personnel matter pursuant to 1 M.R.S.A SUBSECTION 405 (6) (A).

Motion- Jackson

Second- Stratton

Vote- 5-0

Motion to Adjourn- Stratton

Second- Madore

Vote- 5-0

TOWN OF MILLINOCKET

John Davis, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

Telephone 207-723-7000 FAX 207-723-7002

Web Site: www.millinocket.org

Town Manager's Report December 13, 2018

- 1. Next Regular Council Meetings to be held in Council Chambers at 4:30 p.m.**
 - A. December 27, 2018**
 - B. January 10, 2018**
- 2. Sand/Salt Building Reimbursement** – The Town should receive a reimbursement of \$58,024.80 for a salt/sand building in the near future. In a letter from Peter Coughlan, Director of Community Services Division, he explained that a longstanding statute prevented Priority 5 towns from being reimbursed until all payments had been made to Priority 1 through 4 towns which had significant to moderate chloride pollution in nearby drinking water wells.
- 3. MRC Annual Membership Meeting** – The meeting was held on Wednesday, December 12, 2018, from 3:00 p.m. to 5:00 p.m. at the Machias Savings Bank in Brewer. Detailed information was provided to MRC members on this transition year and the responsibilities, tasks, and obligations to prepare for Fiberight's Coastal Resources on Maine's Commercial Operations Date.
- 4. Fire Truck** – The 781 is back in service. The repair cost was about \$2,600, which was lower than expected.
- 5. Shaw House Homeless Shelter** – Councilor Madore met with some representatives of the shelter and would like to report on that meeting.
- 6. Tax Assessor Opening** – Lori and I have spoken with Lorna Thompson a couple of times about filling the Tax Assessor opening when Mike Noble leaves in January. We still have a few details to work out then I will present specifics to the Council for approval.

7. **Marathon** – Once again the Millinocket Marathon and a Half was a great success. Over 1,300 people participated in the event in the frigid weather. I want to congratulate Councilor Pray and Chairman McEwen for taking part in the Marathon. I also want to thank Gary Allen for organizing the event, Councilor Madore and Tricia Cyr for coordinating the logistics, and countless other people for their contributions.

Department Updates

Public Works

- Had a couple of incidents with individuals plowing snow. No damage was reported in one of them and the other resulted in some damage to the front end of a pickup.
- Public Works called out eight times in November.
- Streets in good shape. Using more salt on the main runs is making a big difference.
- The new plow truck has arrived.

Transfer Site

- Fiberight rolled out new schedule.
- DEP completed annual inspection at the Transfer Site. Positive feedback.
- Northland Bark Company ground up brush pile again at no charge.
- No issues with contamination.

Airport

- Runways are cleared. Some ice but basically okay.
- Issues with SRE building gutter system. Notified Hoyle Tanner and warranty work will get underway.
- Submitted last reimbursement request for SRE building. Town should receive \$131,140.18 for a total of \$598,068.58 from the FAA.
- Grant match in place for next AIP to purchase one unit of SRE.

Cemetery

- Closed for the season.

Wastewater Treatment Plant

- Hired part-time employee (Kirk Birmingham). Will help through the winter until the operator's job is filled in March.
- Busy with snow removal and other required maintenance.

Police Department

- Responded to 253 incidents since November 19.
- Issued two summonses.
- High rollers: 17 citizen/agency assists, 23 information complaints, 12 animal problems, 12 accidents, 7 civil issues, 5 juvenile problems, 5 alarms, 4 erratic vehicles, 3 mental problems, 3 threatening, 4 trespass, 3 wanted outs, 2 family fights, and 3 parking problems.
- Still actively seeking candidates to fill two open slots.
- Not many issues with the Marathon. Put on two extra officers and utilized detour signs on Central Street to relieve congestion from Central and Penobscot when a steady stream of runners come through the intersection.
- The Chief listed some things to take into consideration for next year's Marathon and thanks everybody for their cooperation.

Fire & Ambulance

- Conducted four wood stove inspections.
- Employee due to have an operation on January 9. Eight to Twelve-week recovery.
- Have a loaner from Autotronics until our new ambulance is ready.
- Delivered 2007 Ford Ambulance to Medway.
- Helped out with safety issues for the Marathon.
- Continuing to work with "Thriving In Place" program to assist elderly population.
- Participated in the annual Christmas In Katahdin Christmas Party.
- Ambulance calls have been down so far in December.
- Have two new call Firefighters that are to Firefighter 1. One is a Basic EMT and the other has some experience as an ambulance driver.
- Continue to work with TG Higgins on ambulance billing.

Recreation

- Wreath lightings at Granite Street, Opal Myrick, and Medway Middle School.

- New shed was delivered. Needs to be leveled off some more.
- Preparing for Senior Citizen meal.

Administration

Treasurer

- Foreclosed on 104 East Avenue for unpaid sewer lien dated 5/30/17 for \$266.81 of sewer fees and costs.
- One other account for this lien period but need to notify additional parties.
- There are still 63 accounts that have not paid the FY17 real estate tax lien which will foreclose on 12/23/18.
- Developed a monthly financial report.
- Working on the November 2018 month-end close and reconciliations.

Tax Assessor/Code Enforcement Officer

- Still working on 2017 801 forms.
- Covered payroll last week for Lori.
- Met with Suprenauts to go over plans for relocation of ice cream shop and Chester Fried Chicken at the former Dunkin Donut location.
- Worked with Our Katahdin on asbestos/mold abatement process for 230 Penobscot Avenue. Process should get underway this week.
- Preparing 2018-2019 commitment books.
- Started prepping office for departure on 1/2/19 and getting things in order for successor.

Tax Collector

- Processing motor vehicle registrations.
- Administering high volume of combination hunting/fishing licenses.
- Handling daily mail and weekly/monthly reporting.
- Dealing with vital records and working to keep office running smoothly.

Town Clerk

- Processed end-of-month reports.
- Working on animal welfare dog fees and DHHS Vital Records.
- Assistant clerk finalized minutes from previous meetings.
- Prepared Rank Choice Voting materials for SOS's mandated recount.
- Issued numerous 2019 snowmobile registrations.

- Electronically updating voter request changes received after the election deadline during the closed period.

Human Resource/ Welfare Director

- Managing office and assisting GA clients.
- Prepared mustering out paperwork for Sergeant Legassey who has taken a position with the County Sheriff's office.
- Answering phone and dealing with day-to-day affairs.

Manager

- Working with HR Director with interviews for new Tax Assessor.
- Had conversation with possible candidate for the Code Enforcement Officer position.
- Dealing with ordinance complaints and foreclosure concerns.

8. Financial Report – I have attached a financial report that the Treasurer prepared that we would like to go over with the Council.



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Paul R. LePage
GOVERNOR

David Bernhardt
COMMISSIONER

COMMUNITY SERVICES DIVISION
207/624-3270

December 3, 2018

John Davis, Town Manager
197 Penobscot Avenue
Millinocket, ME 04462

SAND/SALT BUILDING REIMBURSEMENT

As promised in my 9/24/2018 letter to you, your reimbursement for your sand/salt building was just processed and will arrive in your mail or account very shortly.

The last Priority 3 town finally submitted their paperwork and was reimbursed last week. That finally allowed me to reimburse the 15 Priority 5 towns/cities who built their sheds voluntarily many years ago. Per longstanding statute, we have never been able to reimburse Priority 5 towns until all reimbursements had been made to Priority 1 through 4 towns which had significant to moderate chloride pollution in nearby drinking water wells.

The Town will receive an amount of \$58,024.80.

Please contact me if you have any questions.

Sincerely,

Peter M. Coughlan, P.E.
Director
peter.coughlan@maine.gov
207/624-3266

cc: Ralph Soucier, PWD



PRINTED ON RECYCLED PAPER



ANNUAL MEMBERSHIP MEETING NOTICE

**Wednesday, December 12, 2018
3:00 P.M. – 5:00 P.M.**

**Machias Savings Bank – Community Room, 2nd Floor
581 Wilson Street, Brewer, Maine**

The MRC's elected and volunteer Board of Directors are overseeing the implementation and construction of the integrated municipal solid waste (MSW) integrated disposal system of recycling and organics utilization for Joining Members.

During the Annual Meeting on December 12, 2018 at 3:00 p.m., we will provide detailed information of interest to MRC members on this transition year and the responsibilities, tasks, and obligations to prepare for Fiberight's Coastal Resources of Maine's Commercial Operations Date. Coastal officials will also present on the construction schedule, single stream recycling contract, unacceptable waste programs, and outreach materials for the new facility.

Please plan to have one or more representatives from your community attend this Annual Meeting if possible.

Our annual meeting is an important opportunity to discuss plans for the successful transition for our communities' municipal solid waste that is consistent with our mission of providing long-term, affordable, and environmentally sound solutions for MSW.

Please contact Greg Louder at 207-664-1700 or by e-mail at glouder@mrcmaine.org with any questions.

John Davis

From: Steven Kenyon
Sent: Tuesday, December 04, 2018 11:08 AM
To: John Davis
Subject: 781 KME Pumper

FYI,

Tom probably told you already, we are getting the 781 back today and it will be back in service, repair cost is lower than expected, approximately \$2600.00 That's good news for us..

Steven Kenyon

Chief of Police & Fire
Millinocket Police & Fire Dept.
207-723-9731
207-723-7019
207-723-7004 (Fax)

This message (including any attachments) is intended only for the use of the individual or entity it is addressed and may contain information that is non-public, privileged, confidential, and exempt from disclosure under applicable law or may constitute as attorney work product. If you are not the intended recipient, you are hereby notified that any use, dissemination, distribution, or copying of this communication is strictly prohibited. Delete this message immediately if you have received this in error. Thank you.



TOWN OF MILLINOCKET
PUBLIC WORKS DEPARTMENT
20 Cedar Street
Millinocket, Maine

Tel. (207)723-7030 Fax (207)723-7029

E-Mail: publicworks@millinocket.org Web Site: www.millinocket.org

December 3, 2018

To: Harold Davis, Town Manager

From: Ralph Soucier, Public Works Director

Subject: Public Works Activity Report

Public Works:

There are many more private plow trucks this winter doing driveways. We had two incidents the last storm. One resident backed into one of our plow trucks on Elm street, no damage done. The other on Maple street our plow truck was backing up from a dead end and a pickup truck pulled up to the intersection and the back of the plow truck struck the pickup causing damage to the front end of the vehicle. The police report was sent to the insurance company for review.

Public Works has been called out 8 times in November seeing the busiest November in years.

The streets are looking very good with very little ice buildup. Using Salt during the storms on the main runs only has really made a big difference in the high traffic areas from snow pack and ice buildup.

The new plow truck has arrived, and the 2002 International has been retired and traded in.

Transfer Station:

Fiberight has rolled out their startup schedule. DEP has completed their annual inspection at the transfer site and feedback is very positive. They commented that the facility is very well run with no issues. The brush pile has been ground up again by Northland Bark Company at no charge to the Town as the pile remained very clean with no contamination. Material was used for boiler fuel.

Airport:

Runways have been cleared. Condition of runways have some ice, but are okay. SRE building has developed issues with the rain gutter system. Hoyle Tanner has been notified and warranty work will be started to solve the issues. Submitted the last request for reimbursement for the SRE Building project which should give the Town \$131,140.18 from the FAA and total would be \$598,068.58.

Grant match is in place for the next AIP project to purchase one unit of new snow removal equipment. FY 2019.

Cemetery:

Closed for the season.

Respectfully Submitted,

MEMO

Millinocket Wastewater Treatment Facility

December 10, 2018

To: John Davis, Town Manager

From: Jim Charette, Superintendent

Re: WW Operations Report

We have hired a part time employee. This will help us through the winter until we fill the Operator's position after the first of March. We are busy with snow removal when it snows, along with all the other required maintenance activities.

Memo

To: Town Manager
From: Chief of Police
CC: Town Council
Date: December 10, 2018
Re: Activity report

- We generated and responded to 253 incidents since November 19th with two summons issued. High rollers for the time period were 17 citizen/agency assists, 23 information complaints, 12 animal problems, 12 accidents, 7 civil issues, 5 juvenile problems, 5 alarms, 4 erratic vehicles, 3 mental problems, 3 threatening, 4 trespass, 3 wanted outs, 2 family fights, and 3 parking problems.
- The department is still searching individuals to fill the open slots.
- This year's Marathon went off without too many issues for the police department. It should be noted we had two extra officers on Saturday to help with traffic issues and calls. A change this year was the introduction of detour signs on Central street to relieve congestion from Central and Penobscot when a steady stream of runners started coming through the intersection.
- A few items to note this year that should be taken into consideration for next year's Marathon.
 - The parking lot at the High School should have cones located in strategic locations to keep the travel lanes open. (emergency access issue).
 - Barricades need to be added with the detour signs to keep people from going around them.

- Barricade needs to be placed at the intersection of Central and Highland to block any vehicles coming off Highland Avenue and Maine Avenue streets.
- Place no parking signs on one side of Katahdin Avenue between Pine St and Elm St. this would keep two lanes of traffic moving. This year, due to the snow, parking on both sides restricted the traffic to one lane causing congestion.
- Place a person or signs (stating stop for runners) at the intersection of Poplar and Katahdin. There was a dramatic increase in traffic at this intersection due to the detour. Due to driver visibility issues there could be a problem with cars not yielding to runners crossing this intersection. Even with good visibility the drivers may not know they need to yield for the runner.

All in all it seem to be a very successful event and everyone appeared to have a very good time. It was a very well behaved crowd and we thank everyone for their cooperation when interacting with the police department.



MILLINOCKET FIRE AND AMBULANCE
222 AROOSTOOK AVENUE
MILLINOCKET, ME 04462
www.millinocket.org
deputychief@millinocket.org

Manager Davis,

Conducted four wood stove inspections and two home inspections.

Still have one FF/Paramedic out of work due to injury, operation scheduled for Jan. 9th and then 8-12 weeks recovery.

Got 2012 Mercedes Benz van type ambulance from Autotronics as a loaner till our new unit arrives, have this unit in service.

Delivered 2007 Ford Ambulance to the Town of Medway.

Worked with Marathon concerning safety issues and had sweep truck riding course during Marathon. Had no fire or ambulance issues during this event.

Got 781 (2002 KME) fire truck back from Northeast Apparatus. They were able to repair the pump transfer case and total bill was \$ 2650.00 which included all parts and labor and also includes the mechanic coming up and trying to repair it at the station. Found that someone had this apart at one time or another and overtightened the shaft set screw, this was something that had been an ongoing issue. Seems to be working great now and goes into pump gear much easier than it did previously.

Continue to work with the "Thriving In Place" program to assist the elderly population in our area.

Participated in the annual "Christmas In Katahdin Community Christmas Party"
Escorted Santa in the Parade and to the party at the High School.

Ambulance calls have been down in the first couple of weeks of December.

Conducted one EMS training and one Fire training in Nov.

Have taken on two new call FF that are trained to FF 1 and also one is a Basic EMT and the second has some experience as an ambulance driver.

Attended meeting at EMMC in Bangor on our participation in the mentor program for students taking EMT course through the college.

Continue to work with TG Higgins on ambulance billings which seems to be working well at this time.

Scheduled to conduct safety and evacuation training at KHC during the month of December.

12/09/2018

Deputy Chief Malcolm

John Davis

From: Jody Nelson <jodynelson@gwi.net>
Sent: Monday, December 10, 2018 10:29 AM
To: John Davis
Subject: Re: Activity Reports

We had wreath lightings at Granite street, opal myrick and Medway middle schools,
Shed is being delivered today
preparing for a Christmas senior citizen meal
Jody

From: John Davis
Sent: Monday, December 10, 2018 6:29 AM
To: Jesse Dumais ; Diana Campbell ; Jim Charette ; Lori Santerre ; Mary Alice Cullen ; Mike Noble ; Ralph Soucier ;
Steven Kenyon ; Tom Malcolm ; Jody Nelson
Subject: Activity Reports

Try to get your activity reports to me by noon time.

Thanks,
John



Virus-free. www.avg.com

John Davis

From: Mary Alice Cullen
Sent: Monday, December 10, 2018 12:04 PM
To: John Davis
Subject: RE: Activity Reports

Foreclosure

Foreclosed on 104 East Avenue for unpaid Sewer Lien dated 5/30/17 for \$266.81 unpaid sewer fees and costs. There is one other account not paid for this lien period, but additional notice needs to be provided to ensure that all parties were contacted.

There are still 63 accounts that have not paid the FY17 tax lien which will foreclose 12/23/18.

Other Items

Developed a monthly financial report.
Am working on the November 2018 month-end close and reconciliations.

mac

From: John Davis <manager@millinocket.org>
Sent: Monday, December 10, 2018 6:29 AM
To: Jesse Dumais <taxcollector@millinocket.org>; Diana Campbell <townclerk@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Mike Noble <assessor@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Steven Kenyon <chiefkenyon@millinocket.org>; Tom Malcolm <deputychief@millinocket.org>; Jody Nelson <jodynelson@gwi.net>
Subject: Activity Reports

Try to get your activity reports to me by noon time.

Thanks,
John

John Davis

From: Mike Noble
Sent: Monday, December 10, 2018 10:28 AM
To: John Davis
Subject: RE: Activity Reports

Still working on 2017 801 forms.

Covered payroll last week for Lori.

Met with the Supranauts at the former Dunkin location to go over plans for relocation of ice cream shop and Chester Fried Chicken.

Went over asbestos/mold abatement process for Our Katahdin building at 230 Penobscot Ave. It should be underway this week.

Got 2018-19 commitment books printed and will have them bound this week.

Started prepping the office for my 1/2/2019 departure, getting things in order for my successor.

Mike

Michael F. Noble
Town Of Millinocket
Assessor/Code Enforcement Officer/LHO/LPI
197 Penobscot Ave.
Millinocket, ME 04462
207-723-7005 ph
207-723-7002 fax

From: John Davis <manager@millinocket.org>
Sent: Monday, December 10, 2018 6:29 AM
To: Jesse Dumais <taxcollector@millinocket.org>; Diana Campbell <townclerk@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Mike Noble <assessor@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Steven Kenyon <chiefkenyon@millinocket.org>; Tom Malcolm <deputychief@millinocket.org>; Jody Nelson <jodynelson@zwi.net>
Subject: Activity Reports

Try to get your activity reports to me by noon time.

Thanks,
John

John Davis

From: Jesse Dumais
Sent: Monday, December 10, 2018 9:01 AM
To: John Davis
Subject: RE: Activity Reports

Office is running as usual... processing motor vehicle registration , hunting and fishing combos are at a high rate foreseeably from now through the holidays , they make excellent gifts. Daily mail and weekly and monthly reporting being done in timely fashion. Several vital records sold weekly. Office working hard to run smoothly.

Jesse Dumais
Tax Collector
Town of Millinocket
207-723-7006
Taxcollector@millinocket.org
197 Penobscot Ave.
Millinocket, Me. 04462

From: John Davis <manager@millinocket.org>
Sent: Monday, December 10, 2018 6:29 AM
To: Jesse Dumais <taxcollector@millinocket.org>; Diana Campbell <townclerk@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Mike Noble <assessor@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Steven Kenyon <chiefkenyon@millinocket.org>; Tom Malcolm <deputychief@millinocket.org>; Jody Nelson <jodynelson@zwi.net>
Subject: Activity Reports

Try to get your activity reports to me by noon time.

Thanks,
John

John Davis

From: Diana Campbell
Sent: Monday, December 10, 2018 1:31 PM
To: John Davis
Subject: FW: Activity Reports

Sorry this is late, I didn't receive the original message for some reason.

Town Clerk:

- Processed end of month reports for Agency State fees: Island F &W Game, Snowmobile, ATV & Boat Transaction fees, Animal Welfare Dog fees, and DHHS Vital Records.
- Assistant Clerk finalized minutes from the November 26th regular town council meeting and of the November 29th special meeting.
- package RCV materials and used ballots for pick up from the November 6, 2018 General/Referendum Election per regulations and request from SOS's mandated recount.
- processed numerous 2019 snowmobile registrations and game licenses.
- Notified from SOS's office of Elections the ban has been lifted and to unseal Incoming Voter Lists and Absentee materials for processing final reports and assigning Voter Participation History, the ban was put in place until approval from both parties of the Recount gave approval, the deadline for processing, final reporting, proofreading, correcting discrepancies and certifying all incoming voter participation history without error is January 15, 2019.
- Electronically updating voter request changes received after the election deadline during the closed period.

Diana M. Lakeman
Town Clerk
Registrar of Voters
197 Penobscot Avenue
Millinocket, Maine 04462
Telephone: 207-723-7007
Fax: 207-723-7002

From: Jesse Dumais <taxcollector@millinocket.org>
Sent: Monday, December 10, 2018 12:37 PM
To: Diana Campbell <townclerk@millinocket.org>
Subject: FW: Activity Reports

From: John Davis <manager@millinocket.org>
Sent: Monday, December 10, 2018 6:29 AM
To: Jesse Dumais <taxcollector@millinocket.org>; Diana Campbell <townclerk@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Mike Noble <assessor@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Steven Kenyon <chiefkenyon@millinocket.org>; Tom Malcolm <deputychief@millinocket.org>; Jody Nelson

Town of Millinocket

FINANCIAL REPORT

As of October 31, 2018

ACCOUNTS RECEIVABLE					
		Committed	Collected	Outstanding	% O/S
(1)	<u>FY19 Tax Status</u>				
	Real Estate Taxes	3,931,018	1,941,043	1,989,975	51%
	Personal Property Taxes	1,379,125	368,087	1,011,038	73%
	Supplemental Billings				
	Tax Abatements	(8,255)			
	Total FY19 Taxes	5,301,888	2,309,129	3,001,013	
			44%	56%	
	<u>FY18 Tax Status 10/31/17</u>	5,257,839	2,631,501	2,626,338	
			50%	50%	
	FY19 Increase/(Decrease) from FY18	44,049	(322,372)	(374,675)	
(2)	<u>Real Estate Tax Lien Balance</u>				
	FY18 Lien			182,303	
	FY17 Lien			102,755	
	FY16 and Older			179,881	
	Total Unpaid Tax Liens			464,939	
(3)	<u>Personal Property Unpaid Taxes - Prior Years</u>				
	FY18			6,156	
	FY17			2,282	
	FY16 and Older			1,000,409	
	Total Unpaid Personal Property Taxes			1,008,847	
(4)	<u>Budget Status</u>				
		School	Town	Total FY19	
	Approved Revenue Budget (Excl Taxes & Fund Balance Transfers)	3,573,571	2,822,028	6,395,599	
	Actual Revenue Period-to-Date	1,269,968	1,137,413	2,407,381	(a)
	Actual % of Total Budget	35.5%	40.3%	37.6%	
	Approved Expense Budget	6,489,216	6,074,233	12,563,449	
	Actual Expense Period-to-Date	2,478,305	2,106,784	4,585,089	(a)
	Actual % of Total Budget	38.2%	34.7%	36.5%	
	Net Funding from Taxes To Date	(1,208,337)	(969,371)	(2,177,708)	(a)
	Net Exp/(Rev) Other School Programs	(109,697)		(109,697)	
	FY19 Taxes Collected To Date			2,309,129	
	Net Impact on Bank Account - Inc/(Dec)			21,724	

		AMBULANCE SUMMARY		
(5)	<u>Ambulance Summary</u>	F118	FY19	FY19 Inc/(Dec)
	Revenue Budget	375,000	350,000	(25,000)
	Net Anticipated Revenue To Date	88,307	99,764	11,457
	Actual % of Total Budget	24%	29%	
	Billed Calls	215	273	58
	Unbilled & Lost Calls	65	58	(7)
	Total Calls	280	331	51
		BANK ACCOUNTS		
(6)	<u>Bank Accounts</u>	10/31/17	10/31/18	FY19 Inc/(Dec)
	General Account	5,248,725	4,908,845	(339,880)
	Restricted Fund Balance	(158,359)	(162,568)	(4,209)
	Assigned Fund Balance - Cur Bud	(200,000)	(646,316)	(446,316)
	Assigned Fund Balance - Remaining	(587,792)	(141,211)	446,581
	Available Cash	4,302,574	3,958,750	(343,824)
	Reserve Account	175,020	209,196	34,176
	Trust Account	41,608	42,024	416
(7)	<u>CDBG Bank Balance - Prior Month-End</u>		33,516	
	Loan Payments		466	
	Bank Interest Earned		8	
	Ending CDBG Balance - Current Month-End		33,990	
	Millinocket Historical Society Loan Balance		67,450	
(8)	<u>Wastewater Department</u>	10/31/17	10/31/18	FY19 Inc/(Dec)
	<u>Bank Accounts</u>			
	General Account	361,380	732,585	371,205
	Reserve Account	475,172	480,284	5,112
	Available Cash	836,552	1,212,869	376,316
	<u>Accounts Receivable</u>			
	Accounts Receivable	336,822	377,649	40,827
	Liens Receivable	82,241	36,027	(46,214)
	Total Accounts Receivable	419,063	413,676	(5,387)
	<u>Budget</u>	10/31/17	10/31/18	FY19 Inc/(Dec)
	Revenue Budget	1,048,762	4,287,772	3,239,010
	Actual Revenue	281,150	308,445	27,295
	Actual % Total Budget	27%	7%	
	Expense Budget	1,034,869	3,943,929	2,909,060
	Actual Expense	303,650	712,216	408,566
	Actual % Total Budget	29%	18%	

**Town of Millinocket School Department
FY19 FINANCIAL REPORT**

As of October 31, 2018

<u>School General Fund</u>	<u>FY19 Budget</u>	
	<u>Budget</u>	<u>Actual</u>
<u>Revenues</u>		
Tax Assessment		
Local EPS Assessment	1,592,008	
Local Debt Service	459,342	
Local Additional Appropriation	704,923	
Local School Lunch	5,000	
Restricted Fund Balance - Education	150,615	
	<u>2,911,888</u>	
All Other Revenue	3,573,571	1,119,968
Subtotal	<u>6,485,459</u>	<u>1,119,968</u>
Accrue for Tuition Transfer		150,000
<u>Total Revenues</u>	<u>6,485,459</u>	<u>1,269,968</u>
<u>Expenditures</u>	<u>6,489,216</u>	<u>2,478,305</u>
<u>Net Revenue Over Expenditures</u>	<u>(3,757)</u>	<u>(1,208,337)</u>

<u>Other Programs</u>	<u>Actual</u>		
	<u>Revenue</u>	<u>Expense</u>	<u>Net (Exp)/Rev</u>
Adult Ed	3,757.00	1,878.79	1,878.21
Enterprise - School Lunch	69,843.77	108,495.78	(38,652.01)
Enterprise Summer	18,039.74	12,202.02	5,837.72
International - Excluding Town Transfer	255,556.70	66,259.25	189,297.45
Accrue for Transfer to Town		150,000.00	(150,000.00)
Title IA	12,023.20	73,524.63	(61,501.43)
Local Entitlement	14,067.46	43,062.72	(28,995.26)
PreK	20,280.34	47,842.35	(27,562.01)
Total Other Programs	<u>393,568.21</u>	<u>503,265.54</u>	<u>(109,697.33)</u>

ORDINANCE #2-2018

PROVIDING FOR: Amendment to Chapter 75, General Assistance, Code of the Town of Millinocket in Compliance with Title 22 M.R.S.A. §4305(4)

BE IT ORDAINED by the Town Council of Millinocket in Town Council assembled that the Millinocket Code, Chapter 75, Appendices A - D be amended per the attached appendix.

IT IS FURTHER ORDERED that this ordinance take effect 30 days after enactment.

1st Reading _____

2nd Reading _____

Council Approved _____

Effective Date _____

**TOWN OF MILLINOCKET
PUBLIC HEARING
ORDINANCE #2-2018
GENERAL ASSISTANCE ORDINANCE APPENDICES CHANGES
CODE OF THE TOWN OF MILLINOCKET**

The Millinocket Town Council will hold public hearings on proposed Ordinance #2-2018, which will amend the General Assistance Ordinance Appendices A-D General Assistance Code of the Town of Millinocket. The hearings will be held during the Council meetings of December 13, 2018 and December 27, 2018 in the Council Chambers located in the Municipal Building at 197 Penobscot Avenue, beginning at 4:30 PM.

Dated at Millinocket, ME

November 14, 2018

**Diana M. Campbell
Town Clerk**



TOWN OF MILLINOCKET
Welfare Department
197 Penobscot Avenue • Millinocket, ME 04462
723-7010

TO: Town Council

FROM: Lori A. Santerre, Welfare Director

RE: MMA's General Assistance Ordinance Appendixes Changes

DATE: October 31, 2018

Enclosed please find MMA's new General Assistance Ordinance Appendixes (A-D), which become effective on October 1, 2018.

The changes are to the Total Monthly Allowed General Assistance Maximums, which are calculated on the basis of the 2018-19 HUD Fair Market Rent values, Food Maximums based on the USDA 2018-19 Thrifty Food Plan and the Housing Allowance which are developed by the 2018-19 HUD Fair Market Rent value, with the applicable housing electric utility and heating allowances, as developed by the Maine State Housing Authority (MSHA). The Department of Human Services has accepted all figures to be reasonable and sufficient.

Even if the Municipality has adopted MMA's General Assistance Ordinance, the municipal officers must still approve the new enclosed appendixes. This replacement assumes prior adoption and will occur every October.

Upon approval a copy of the signed ordinance must be submitted to MMA and the Department of Human Services.

APPENDIX A

TOTAL MONTHLY ALLOWED GA MAXIMUMS

Person (s)	1	2	3	4	5
Penobscot (2018-19)	693.00	697.00	908.00	1,137.00	1,297.00
(2017-18)	605.00	682.00	847.00	1,095.00	1,269.00

*Please Note: Add \$75 for each additional person

**NOTE: THIS WILL REPLACE THE TABLE IN CHAPTER 75,ARTICLEVI,
SUBSECTION 75.33-(A).Page-7559.**

**APPENDIX B
FOOD MAXIMUMS**

Number in Household	Weekly Maximum	Monthly Maximum
1	44.65 (44.65)	192.00 (192.00)
2	81.86 (81.86)	352.00 (352.00)
3	117.21 (117.21)	504.00 (504.00)
4	148.84 (148.84)	640.00 (640.00)
5	176.74 (176.74)	760.00 (760.00)
6	212.33 (212.33)	913.00 (913.00)
7	234.65 (234.65)	1,009.00 (1,009.00)
8	268.14 (268.14)	1,153.00 (1,153.00)

Please Note: For additional persons, add \$144 per month
Please Note: Last year amounts are in parentheses

**NOTE: THIS WILL REPLACE TABLE IN CHAPTER 75, ARTICLE VI,
SUBSECTION 75.33.B.3.b, Page-7560.**

APPENDIX C
HOUSING MAXIMUMS

(Heated & Unheated Rents)

Penobscot County Bedrooms	Unheated Weekly	Monthly	Heated Weekly	Monthly
0	123.00 (104.00)	527.00 (447.00)	146.00 (127.00)	628.00 (545.00)
1	123.00 (115.00)	527.00 (494.00)	146.00 (143.00)	628.00 (615.00)
2	156.00 (149.00)	669.00 (643.00)	191.00 (179.00)	823.00 (770.00)
3	223.00 (191.00)	958.00 (822.00)	276.00 (234.00)	1,185.00 (1,005.00)
4	219.00 (219.00)	943.00 (943.00)	271.00 (271.00)	1,166.00 (1,166.00)

*Please Note: Last years amounts are in parentheses

**NOTE: THIS WILL REPLACE THE TABLE IN CHAPTER 75, ARTICLE VI,
SUBSECTION 75.33.B.4.g, Page-7567.**

APPENDIX D

UTILITIES

WITHOUT ELECTRIC HOT WATER

No. Household	Weekly	Monthly
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE* FOR EACH ADDITIONAL PERSON ADD \$7.50 PER MONTH.

WITH ELECTRIC HOT WATER

No. Household	Weekly	Monthly
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

NOTE* FOR EACH ADDITIONAL PERSON ADD \$10.00 PER MONTH.

NOTE: THIS WILL REPLACE THE TABLE IN CHAPTER 75, ARTICLE VI, SUBSECTION 75.33-(C). Page-7568

APPENDIX E
HEATING FUEL

<u>MONTH</u>	<u>GALLONS</u>	<u>MONTH</u>	<u>GALLONS</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

APPENDIX F

PERSONAL CARE & HOUSEHOLD SUPPLIES

No. Household	Weekly	Monthly
1-2	10.50 (10.50)	45.00 (45.00)
3-4	11.60 (11.60)	50.00 (50.00)
5-6	12.80 (12.80)	55.00 (55.00)
7-8	14.00 (14.00)	60.00 (60.00)

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

BABY NEEDS

No. of Children	Weekly	Monthly
1	12.80 (12.80)	55.00 (55.00)
2	17.40 (17.40)	75.00 (75.00)
3	23.30 (23.30)	100.00 (100.00)
4	27.90 (27.90)	120.00 (120.00)

c. When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under six (6) (less than 5) years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up the following amounts:

***Please Note: Last years amount is in parentheses**

NOTE: THIS WILL REPLACE THE TABLE IN CHAPTER 75, ARTICLE VI, SUBSECTION 77.33.7.a, c, Page-7571

GENERAL ASSISTANCE ORDINANCE

APPENDICES A-D

2018-2019

The Municipality of _____ adopts the MMA Model Ordinance GA Appendices (A-D) for the period of Oct. 1, 2018—September 30, 2019. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ (day) of _____ (month) _____ (year)
by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

ORDER #300-2018

PROVIDING FOR: Execution of the Warrant for December 13, 2018

IT IS ORDERED that the Warrant for December 13, 2018 in the amount of \$_____ is hereby approved.

Passed by the Town Council_____

Attest:_____

ORDER #301-2018

PROVIDING FOR: Approval of an Application for an Entertainment License for the American Legion Post 80.

IT IS ORDERED that the attached application for an Entertainment License is hereby approved for:

Richard Allen, 7 Allen's Way, Sherman, Maine 04776

d/b/a

American Legion Post 80, 970 Central Street

Passed by the Town Council _____

Attest: _____

BUSINESS Amunier Legion Post 80

ORDER # 301-2018

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT *(Exempt)*

Yes ✓ No



WASTEWATER IS CURRENT

Yes ✓ No



POLICE INCIDENTS IN THE PAST YEAR

Yes No ✓

(IF APPLICABLE PLEASE LIST)

**UT Account 124112 Detail
as of 12/10/2018 - Sewer**

Name: AMERICAN LEGION

970 CENTRAL ST
MILLINOCKET, ME 04462

Location: 4462 AMERICAN LEGION

RE Acct: 0 Map/Lot: U11-007000

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
208	10/24/18	Original		273.42	0.00	0.00	0.00	273.42
	12/6/2018	CHGINT	I	0.00	0.00	-0.84	0.00	-0.84
	12/6/2018		P	272.58	0.00	0.84	0.00	273.42
		Total		0.84	0.00	0.00	0.00	0.84
201	08/08/18			0.00	0.00	0.00	0.00	0.00
197	04/20/18			0.00	0.00	0.00	0.00	0.00
191	01/30/18			0.00	0.00	0.00	0.00	0.00
185	10/27/17			0.00	0.00	0.00	0.00	0.00
182	07/28/17			0.00	0.00	0.00	0.00	0.00
176	04/14/17			0.00	0.00	0.00	0.00	0.00
171	01/27/17			0.00	0.00	0.00	0.00	0.00
166	10/20/16			0.00	0.00	0.00	0.00	0.00
162	08/05/16			0.00	0.00	0.00	0.00	0.00
158	04/15/16			0.00	0.00	0.00	0.00	0.00
151	01/27/16			0.00	0.00	0.00	0.00	0.00
148	10/30/15			0.00	0.00	0.00	0.00	0.00
141	07/27/15			0.00	0.00	0.00	0.00	0.00
138	04/28/15			0.00	0.00	0.00	0.00	0.00
135	01/16/15			0.00	0.00	0.00	0.00	0.00
134	10/27/14			0.00	0.00	0.00	0.00	0.00
127	07/29/14			0.00	0.00	0.00	0.00	0.00
123	04/23/14			0.00	0.00	0.00	0.00	0.00
119	01/31/14			0.00	0.00	0.00	0.00	0.00
110	10/25/13			0.00	0.00	0.00	0.00	0.00
109	07/26/13			0.00	0.00	0.00	0.00	0.00
103	04/29/13			0.00	0.00	0.00	0.00	0.00
102	01/18/13			0.00	0.00	0.00	0.00	0.00
97	10/23/12			0.00	0.00	0.00	0.00	0.00
94	07/26/12			0.00	0.00	0.00	0.00	0.00
91	04/30/12			0.00	0.00	0.00	0.00	0.00
86	01/31/12			0.00	0.00	0.00	0.00	0.00
83	10/21/11			0.00	0.00	0.00	0.00	0.00
80	07/25/11			0.00	0.00	0.00	0.00	0.00
77	04/25/11			0.00	0.00	0.00	0.00	0.00
74	01/20/11			0.00	0.00	0.00	0.00	0.00
68	10/18/10			0.00	0.00	0.00	0.00	0.00
64	07/16/10			0.00	0.00	0.00	0.00	0.00
59	04/16/10			0.00	0.00	0.00	0.00	0.00
56	01/15/10			0.00	0.00	0.00	0.00	0.00
51	10/21/09			0.00	0.00	0.00	0.00	0.00
47	07/15/09			0.00	0.00	0.00	0.00	0.00
43	04/17/09			0.00	0.00	0.00	0.00	0.00
40	01/20/09			0.00	0.00	0.00	0.00	0.00
37	10/24/08			0.00	0.00	0.00	0.00	0.00
	12/10/2018			0.84	0.00	0.00	0.00	0.84

Diana Campbell

From: Steven Kenyon
Sent: Monday, December 10, 2018 11:56 AM
To: Diana Campbell
Cc: Steven Kenyon
Subject: RE: request of incidents

Diana,

I have no record of calls for the last year for either location.

Steven Kenyon

Chief of Police & Fire
Millinocket Police & Fire Dept.
207-723-9731
207-723-7019
207-723-7004 (Fax)

This message (including any attachments) is intended only for the use of the individual or entity it is addressed and may contain information that is non-public, privileged, confidential, and exempt from disclosure under applicable law or may constitute as attorney work product. If you are not the intended recipient, you are hereby notified that any use, dissemination, distribution, or copying of this communication is strictly prohibited. Delete this message immediately if you have received this in error. Thank you.

From: Diana Campbell <townclerk@millinocket.org>
Sent: Monday, December 10, 2018 9:42 AM
To: Steven Kenyon <chiefkenyon@millinocket.org>
Subject: request of incidents

Good morning Steve,

I am sending requests for incident reports in the past year for Entertainment License applications for:

- American Legion Post 80, 970 Central Street
- Elks Lodge, 213 Aroostook Ave.

Thank you in advance.

Diana M. Lakeman
Town Clerk
Registrar of Voters
197 Penobscot Avenue
Millinocket, Maine 04462
Telephone: 207-723-7007
Fax: 207-723-7002

12-14-13

TOWN OF MILLINOCKET

APPLICATION FOR A SPECIAL AMUSEMENT LICENSE

NAME OF APPLICANT Richard Allen RESIDENCE 7 ALLEN'S WAY
SHERMAN, MAINE, 04776

NAME OF BUSINESS American Legion #28 ADDRESS 970 CENTRAL ST.
MILLINOCKET MAINE 04462

NATURE OF BUSINESS Private Club BAR LOCATION TO BE USED 970 CENTRAL ST.
MILLINOCKET ME, 04462

RESIDENCES OF APPLICANT IN LAST FIVE YEARS:
SHERMAN 7 ALLEN'S WAY SHERMAN MAINE 04776

HAS APPLICANT HAD A LICENSE DENIED OR REVOKED? YES _____ NO X

IF YES, CIRCUMSTANCES ARE SPECIFICALLY AS FOLLOWS:

HAVE YOU (INCLUDING PARTNERS OR CORPORATE OFFICERS) EVER BEEN CONVICTED OF A FELONY? YES _____ NO X

IF YES, WHO - CIRCUMSTANCES ARE AS FOLLOWS:

COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE).

OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS.



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0008



License for the Sale of Liquor

License Number	Issue Date	Expiration Date
CCP-1990-3015	01/01/2018	12/31/2018

This License is valid only between the Issue Date and the Expiration Date appearing on this document. This License may be used only for the Named Holder at the Location for which the License was issued. The person or business named in this License is authorized to sell or serve liquor with liquor content as permitted by Maine law for the license type designated in this License.

All licensees shall make available for inspection their licenses at the premises to which those licenses apply. This License or each type of License issued as part of this License is subject to fine, suspension or revocation pursuant to Title 28-A of Maine law. License fee is non-refundable and the License is non-transferable unless approved by the Bureau.

Legal Name of Licensee: AMERICAN LEGION, DONALD V. HENRY POST #80
Business Name of Licensee: AMERICAN LEGION POST #80 DONALD V. HENRY
Address of Licensee: 970 OUTER CENTRAL STREET
MILLINOCKET, ME

CODE	License Type and Description	FEE
CCP	CLASS I-CLUBS WITH CATERING PRIVILEGES-MALT LIQUOR, WINE AND SPIRITS	900.00
FF	FILING FEE	10.00

Total Fees:

\$ 910.00

Timothy R. Poulin, Deputy Director
Bureau of Alcoholic Beverages and Lottery Operations

AMERICAN LEGION POST #80 DONALD V.
HENRY
970 OUTER CENTRAL STREET
MILLINOCKET, ME 04462

ORDER #302-2018

PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for the American Legion Post 80.

IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for:

Richard Edwin Allen, American Legion Post 80, 970 Central Street.
d/b/a
American Legion Post 80, 970 Central Street.

Passed by the Town Council_____

Attest:_____

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 (Regular Mail)
10 WATER STREET, HALLOWELL, ME 04347 (Overnight Mail)
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	
Good SOS w/ DBA: <input type="checkbox"/> Yes <input type="checkbox"/> No	

CLUB APPLICATION

NEW application: ☐ Yes ☒ No Business hours: _____

If business is NEW or under new ownership,
 indicate starting date: _____

Requested inspection (New Licensees/ Ownership Changes Only) Date: _____

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE: ☐ \$10.00 Filing Fee (must be included on all applications)

☐ \$495.00 Club w/o Catering (Class V – Malt, Vinous & Spirituous)

☐ Club with Catering : ☒ Malt, Vinous, & Spirituous-Class I (\$900.00) ☐ Spirituous Only-Class II (\$550.00)
☐ Vinous Only-Class III (\$220.00) ☐ Malt Only-Class IV (\$220.00)
☐ Malt & Vinous Only-Class III & IV Combination (\$440.00)

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <i>AMERICAN Legion Post 80</i>	Business Name (D/B/A) <i>American Legion Post 80</i>
APPLICANT(S) – (Sole Proprietor) <i>Richard Edwin Allen</i> DOB: <i>05/02/1968</i>	Physical Location: <i>Millinocket</i> <i>MAINE</i> <i>04462</i>
Address <i>970 Central St.</i> DOB: _____	City/Town State Zip Code <i>970 Central St.</i>
Address <i>Millinocket</i> <i>MAINE</i> <i>04462</i>	Mailing Address <i>Millinocket, MAINE 04462</i>
City/Town State Zip Code <i>12077 723-8088</i>	City/Town State Zip Code <i>207-723-8088</i>
Telephone Number Fax Number <i>01-60385500</i>	Business Telephone Number Fax Number
Federal I.D. # <i>AMERICANLEGIONPOST80M@AOL.COM</i>	Seller Certificate #: or Sales Tax #: <i>0092405</i>
Email Address: Please Print	Website:

1. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____

2. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

3. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No

If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

(Use an additional sheet(s) if necessary.)

License # _____ Name of Business _____

Physical Location _____

City / Town _____

4. Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐

5. If manager is to be employed, give name: _____

6. Business records are located at: _____

7. Is/are applicant(s) citizens of the United States? YES ☒ NO ☐

7. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐

8. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
RICHARD EDWIN ALLEN	05-02-1968	Middleboro MA.

9. Residence address on all of the above for previous 5 years (Limit answer to city & state)

Name: RICHARD E. ALLEN	City: SHERMAN	State: MAINE
Name: _____	City: _____	State: _____
Name: _____	City: _____	State: _____

10. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

11. Will any law enforcement official benefit directly in your license, if issued?

Yes ☐ No ☒ If Yes, give name: _____

12. Has/have applicant(s) formerly held a Maine liquor license? YES ☒ NO ☐

13. Does/do applicant(s) own the premises? Yes ☒ No ☐ If No give name and address of owner: _____

14. Describe in detail the premises to be licensed: (Diagram Required) _____

15. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES ☒ NO ☐ Applied for: _____

16. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? mil 1 1/2

Which of the above is nearest? School

19. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☐ NO ☒

If YES, give details: _____

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: _____ on _____, 20____
Town/City, State Date

Richard Edwin Allen

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Richard Edwin Allen

Print Name

Print Name

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

All fees must accompany application. Please make check payable to the Treasurer, State of Maine.

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008 (Regular address)

10 Water Street, Hallowell, ME 04347 (Overnight address)

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: *Millinocket*, Maine *Penobscot*

City/Town

On: *12/13/2018*

Date

The undersigned being:

☒ Municipal Officers

☐ County Commissioners

of the

☐ City ☒ Town ☐ Plantation ☐ Unincorporated Place of: *Millinocket*, Maine

THIS APPROVAL EXPIRES IN 60 DAYS

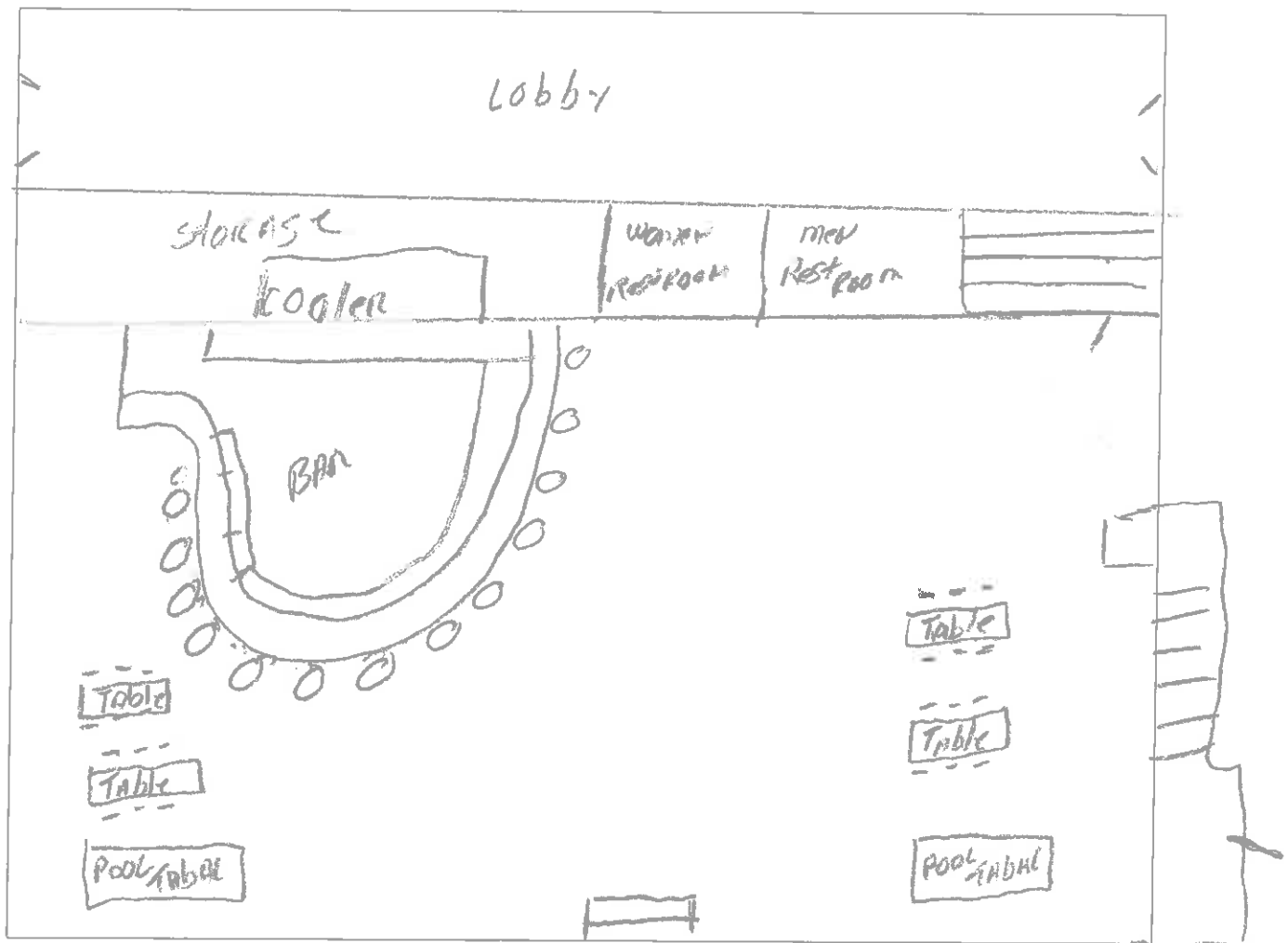
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov



ON PREMISE DIAGRAM
(Facility Drawing/ Floor Plan)

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas with the following: • **Entrances** • **Office area** • **Kitchen** • **Storage Areas** • **Dining Rooms** • **Lounges** • **Function Rooms** • **Restrooms** • **Decks** • **All Inside and Outside areas that you are requesting approval.**



NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD) .]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD).]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]
[2009, c. 81, §§1-3 (AMD) .]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]
[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF)
[2009, c. 81, §3 (NEW).]

**Bureau of Alcoholic Beverages
Division of Liquor Licensing & Enforcement
8 State House Station
Augusta, ME 04333-0008
Tel: (207) 624-7220 Fax: (207) 387-3434**

SUPPLEMENTARY QUESTIONNAIRE FOR CLUB APPLICANTS

1. Legal Club Name: DONALD V. HENRY American Legion Post 80
2. D/B/A Name: DONALD V. HENRY American Legion Post 80
3. Complete Title, name, date of birth and telephone number for each principal officer of the club:

Title	Name	Birth Date	Telephone

4. Date Club was incorporated: _____
5. Purpose of Club: ☐ Social ☐ Recreational ☒ Patriotic ☐ Fraternal
6. Date regular meetings are held: _____
7. Date of election of Club Officers: April 2019
8. Date elected officers are installed: May 2019
9. Total Membership: 214 Annual Dues: \$45.00 Payable When: 1-2019
10. Does the Club cater to the public or to groups of non-members on the premises? Yes ☒ No ☐
11. Excluding salaries, will any person, other than the Club, receive any of the financial profits from the sales of liquors? Yes ☐ No ☒
12. If a manager or steward is employed, complete the following:

Name: Richard E. Allen Date of Birth: 5-2-1968

Richard E. Allen commander
Signature & Title of Club Officer

Sign in blue ink

12-4-2018
Date

Richard E. Allen commander
Print Name & Title of Club Officer

PROVIDING FOR: Approval of an Application for an Entertainment License for the Elks Lodge.

IT IS ORDERED that the attached application for an Entertainment License is hereby approved for:

Elks Lodge, 213 Aroostook Ave
d/b/a
Elks Lodge, 213 Aroostook Ave

Passed by the Town Council_____

Attest:_____

BUSINESS Elks Lodge BPOE

ORDER # 302-2018

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS

- ☐ TAXES ARE CURRENT (exempt) Yes ✓ No
- ☐ WASTEWATER IS CURRENT Yes ✓ No
- ☐ POLICE INCIDENTS IN THE PAST YEAR Yes No ✓
(IF APPLICABLE PLEASE LIST)

**UT Account 124953 Detail
as of 12/10/2018 - Sewer**

Name: B.P.O.E.

PO BOX 158
MILLINOCKET, ME 04462

Location: 213 AROOSTOOK AVE

RE Acct: 0 Map/Lot: U05-148000

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
208	10/24/18	Original		206.72	0.00	0.00	0.00	206.72
		CURINT		0.00	0.00	-0.82	0.00	-0.82
		Total		206.72	0.00	0.82	0.00	207.54
201	08/08/18	Original		206.72	0.00	0.00	0.00	206.72
	8/20/2018		P	206.72	0.00	0.00	0.00	206.72
		Total		0.00	0.00	0.00	0.00	0.00
197	04/20/18			0.00	0.00	0.00	0.00	0.00
191	01/30/18			0.00	0.00	0.00	0.00	0.00
185	10/27/17			0.00	0.00	0.00	0.00	0.00
182	07/28/17			0.00	0.00	0.00	0.00	0.00
176	04/14/17			0.00	0.00	0.00	0.00	0.00
171	01/27/17			0.00	0.00	0.00	0.00	0.00
166	10/20/16			0.00	0.00	0.00	0.00	0.00
162	08/05/16			0.00	0.00	0.00	0.00	0.00
158	04/15/16			0.00	0.00	0.00	0.00	0.00
151	01/27/16			0.00	0.00	0.00	0.00	0.00
148	10/30/15			0.00	0.00	0.00	0.00	0.00
141	07/27/15			0.00	0.00	0.00	0.00	0.00
138	04/28/15			0.00	0.00	0.00	0.00	0.00
135	01/16/15			0.00	0.00	0.00	0.00	0.00
134	10/27/14			0.00	0.00	0.00	0.00	0.00
127	07/29/14			0.00	0.00	0.00	0.00	0.00
123	04/23/14			0.00	0.00	0.00	0.00	0.00
119	01/31/14			0.00	0.00	0.00	0.00	0.00
110	10/25/13			0.00	0.00	0.00	0.00	0.00
109	07/26/13			0.00	0.00	0.00	0.00	0.00
103	04/29/13			0.00	0.00	0.00	0.00	0.00
102	01/18/13			0.00	0.00	0.00	0.00	0.00
97	10/23/12			0.00	0.00	0.00	0.00	0.00
94	07/26/12			0.00	0.00	0.00	0.00	0.00
91	04/30/12			0.00	0.00	0.00	0.00	0.00
86	01/31/12			0.00	0.00	0.00	0.00	0.00
83	10/21/11			0.00	0.00	0.00	0.00	0.00
80	07/25/11			0.00	0.00	0.00	0.00	0.00
77	04/25/11			0.00	0.00	0.00	0.00	0.00
74	01/20/11			0.00	0.00	0.00	0.00	0.00
68	10/18/10			0.00	0.00	0.00	0.00	0.00
64	07/16/10			0.00	0.00	0.00	0.00	0.00
59	04/16/10			0.00	0.00	0.00	0.00	0.00
56	01/15/10			0.00	0.00	0.00	0.00	0.00
51	10/21/09			0.00	0.00	0.00	0.00	0.00
47	07/15/09			0.00	0.00	0.00	0.00	0.00
43	04/17/09			0.00	0.00	0.00	0.00	0.00
40	01/20/09			0.00	0.00	0.00	0.00	0.00
37	10/24/08			0.00	0.00	0.00	0.00	0.00

Diana Campbell

From: Steven Kenyon
Sent: Monday, December 10, 2018 11:56 AM
To: Diana Campbell
Cc: Steven Kenyon
Subject: RE: request of incidents

Diana,

I have no record of calls for the last year for either location.

Steven Kenyon

Chief of Police & Fire
Millinocket Police & Fire Dept.
207-723-9731
207-723-7019
207-723-7004 (Fax)

This message (including any attachments) is intended only for the use of the individual or entity it is addressed and may contain information that is non-public, privileged, confidential, and exempt from disclosure under applicable law or may constitute as attorney work product. If you are not the intended recipient, you are hereby notified that any use, dissemination, distribution, or copying of this communication is strictly prohibited. Delete this message immediately if you have received this in error. Thank you.

From: Diana Campbell <townclerk@millinocket.org>
Sent: Monday, December 10, 2018 9:42 AM
To: Steven Kenyon <chiefkenyon@millinocket.org>
Subject: request of incidents

Good morning Steve,

I am sending requests for incident reports in the past year for Entertainment License applications for:

- American Legion Post 80, 970 Central Street
- Elks Lodge, 213 Aroostook Ave.

Thank you in advance.

Diana M. Lakeman
Town Clerk
Registrar of Voters
197 Penobscot Avenue
Millinocket, Maine 04462
Telephone: 207-723-7007
Fax: 207-723-7002

pd 11/27/18

TOWN OF MILLINOCKET

APPLICATION FOR A SPECIAL AMUSEMENT LICENSE

NAME OF APPLICANT Elks Lodge RESIDENCE 213 Arrowstock Ave
NAME OF BUSINESS Elks Lodge ADDRESS 213 Arrowstock Ave
NATURE OF BUSINESS Club LOCATION TO BE USED 213 Arrowstock Ave

RESIDENCES OF APPLICANT IN LAST FIVE YEARS:

213 Arrowstock Ave

HAS APPLICANT HAD A LICENSE DENIED OR REVOKED?
IF YES, CIRCUMSTANCES ARE SPECIFICALLY AS FOLLOWS:

YES _____ NO ☒

HAVE YOU (INCLUDING PARTNERS OR CORPORATE OFFICERS) EVER BEEN CONVICTED OF A
FELONY? YES _____ NO ☒
IF YES, WHO - CIRCUMSTANCES ARE AS FOLLOWS:

COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE).

OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS.



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0008



License for the Sale of Liquor

License Number	Issue Date	Expiration Date
CCP-1990-3058	01/30/2018	01/29/2019

This License is valid only between the Issue Date and the Expiration Date appearing on this document. This License may be used only for the Named Holder at the Location for which the License was issued. The person or business named in this License is authorized to sell or serve liquor with liquor content as permitted by Maine law for the license type designated in this License.

All licensees shall make available for inspection their licenses at the premises to which those licenses apply. This License or each type of License issued as part of this License is subject to fine, suspension or revocation pursuant to Title 28-A of Maine law. License fee is non-refundable and the License is non-transferable unless approved by the Bureau.

Legal Name of Licensee: B. P. O. ELKS, MILLINOCKET LODGE #1521
Business Name of Licensee: ELKS LODGE #1521
Address of Licensee: 213 AROOSTOOK AVENUE
MILLINOCKET, ME

CODE	License Type and Description	FEE
CCP	CLASS I-CLUBS WITH CATERING PRIVILEGES-MALT LIQUOR, WINE AND SPIRITS	900.00
FF	FILING FEE	10.00

Total Fees:

\$ 910.00

Timothy R. Poulin, Deputy Director
Bureau of Alcoholic Beverages and Lottery Operations

ELKS LODGE #1521
213 AROOSTOOK AVENUE
MILLINOCKET, ME 04462

ORDER #304-2018

PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for the Millinocket Elks Lodge #1521.

IT IS ORDERED that the attached application for a malt, vinous and spirituous liquor license is hereby approved for:

Millinocket Elks Lodge #1521, 213 Aroostook Avenue.

d/b/a

Millinocket Elks Lodge #1521, 213 Aroostook Avenue.

Passed by the Town Council _____

Attest: _____



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0008
TELEPHONE: (207) 624-7220
FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

NOTICE

To avoid any delay in the processing of your application and issuance of your liquor license, please make sure that:

- ☐ You completed the application in full. It is suggested to have submitted 30 days prior to the expiration date of your liquor license.
- ☐ Application and Corporate Questionnaire forms are signed by the owner(s) or corporate officer(s).
- ☐ The application is signed by the Town or City Municipal Officers or County Commissioners.
- ☐ The license fee submitted is for the correct Class you are applying for and includes the \$10.00 filing fee. The check can be made payable to "Treasurer, State of Maine" and both fees can be submitted on one check. If the business is located in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- ☐ Your room (if applicable), food and liquor gross income for the year is filled in
- ☐ A diagram of the facility to be licensed needs to accompany ALL New and Renewal applications.
- ☐ Corporations, limited liability companies, partnerships must complete and submit the Corporate Information Required for Business Entities who are Licensees. If not a publicly traded entity, ownership must add up to 100%.

Submit Completed Forms to:

Bureau of Alcoholic Beverages

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, Me 04333-0008 (Regular address)

10 Water Street, Hallowell, ME 04347 (Overnight address)



Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Offi

License #: _

SOS Checke

100% Yes

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

1. Exact legal name: Millinocket Lodge of Elks #1521 of the Benevolent and Protective Order of Elks of the United States of America
2. Doing Business As, if any: Millinocket Elks
3. Date of filing with Secretary of State: 08/26,1952 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Ronald Darling	150 Medway RD Millinocket, ME 04462	07/10/52	President	n/a
Laura Rollins	105 Forest Ave Millinocket, ME 04462	10/18/70	1st VP	n/a
Franklin Whirty III	PO Box 7 Lee, ME 04455	3/23/52	2nd VP	n/a
Kristy Allen	142 Westwood Ave Millinocket, ME 04462	1/28/79	3rd VP	n/a

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

6. If Co-Op # of members: n/a (list primary officers in the above boxes)

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 (Regular Mail)
10 WATER STREET, HALLOWELL, ME 04347 (Overnight Mail)
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	
Good SOS & DBA: YES <input type="checkbox"/> NO <input type="checkbox"/>	

PRESENT LICENSE EXPIRES: 1-29-19

NEW application: ☐ Yes ☒ No

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection (New Licensees/ Ownership Changes Only) Date : _____ Business hours: _____

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|---|---|--|
| <input type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input checked="" type="checkbox"/> CLUB w/o Catering (Class V) | <input type="checkbox"/> CLUB with CATERING (Class I) | |
| <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) | | |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>Millinocket</u>		Business Name (D/B/A) <u>SAME</u>	
APPLICANT(S) –(Sole Proprietor) <u>Lodge of Elks #1521</u>		Physical Location: <u>SAME</u>	
DOB:		City/Town	State
DOB:		Zip Code	
Address: <u>213 Brookstock Ave</u>		Mailing Address <u>SAME</u>	
City/Town <u>Millinocket</u>	State <u>ME</u>	City/Town	State
Zip Code <u>04462</u>		Zip Code	
Telephone Number <u>723 4207</u>	Fax Number <u>723-5109</u>	Business Telephone Number <u>SAME</u>	Fax Number
Federal I.D. # <u>01-6038250</u>		Seller Certificate #: or Sales Tax #:	
Email Address: Please Print <u>Steward@myFairpoint.net</u>		Website:	

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: N/A
- State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ 121950.89
- Is applicant a corporation, limited liability company or limited partnership? YES ☐ NO ☒
If Yes, please complete the Corporate Information required for Business Entities who are licensees.
- Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐

5. Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐

6. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No (Use an additional sheet(s) if necessary.) If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

License # _____ Name of Business _____

Physical Location _____ City / Town _____

7. If manager is to be employed, give name: Scott J. Moscone

8. Business records are located at: 213 ARROOSTOOK AVE

9. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐

10. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐

11. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
SCOTT J. MOSCONE	3/11/58	MILLINOCKET ME
12. Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Name: _____	City: _____	State: _____
Name: _____	City: _____	State: _____
Name: _____	City: _____	State: _____

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United

States? YES ☐ NO ☒

Name: _____ Date of Conviction: _____

Offense: _____

Disposition: _____ (use additional sheet(s) if necessary)

14. Will any law enforcement official benefit directly in your license, if issued?

Yes ☐ No ☒ If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES ☒ NO ☐

16. Does/do applicant(s) own the premises? Yes ☒ No ☐ If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (On Premise Diagram Required) Brick Building
80 X 65

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES ☒ NO ☐ Applied for: _____

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel

or parish house by the ordinary course of travel?

1/4 church

Which of the above is nearest? _____

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☐ NO ☒

If YES, give details: _____

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Millinocket ME 04462 on 10/24, 20 18
Town/City, State Date

[Signature]

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Scott J. Moscone

Print Name

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)\$ 10.00

Class I Spirituous, Vinous and Malt\$ 900.00

CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.

Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)\$1,100.00

CLASS I-A: Hotels only that do not serve three meals a day.

Class II Spirituous Only\$ 550.00

CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.

Class III Vinous Only\$ 220.00

CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

Class IV Malt Liquor Only\$ 220.00

CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns;

Class III & IV Malt & Vinous Only\$ 440.00

CLASS III & IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)\$ 495.00

CLASS V: Clubs without catering privileges.

Class X Spirituous, Vinous and Malt – Class A Lounge\$2,200.00

CLASS X: Class A Lounge

Class XI Spirituous, Vinous and Malt – Restaurant Lounge\$1,500.00

CLASS XI: Restaurant/Lounge; and OTB.

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer. All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

All fees must accompany application, make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: Millinocket, Maine Penobscot
City/Town (County)
On: 12/13/2018
Date

The undersigned being: ☒ Municipal Officers ☐ County Commissioners of the
☐ City ☒ Town ☐ Plantation ☐ Unincorporated Place of: Millinocket, Maine

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended

7. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States? ☐ Yes ☒ No

8. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: _____

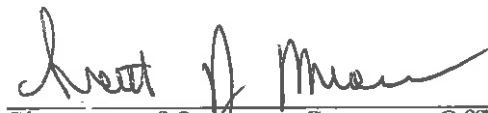
Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:



Signature of Owner or Corporate Officer

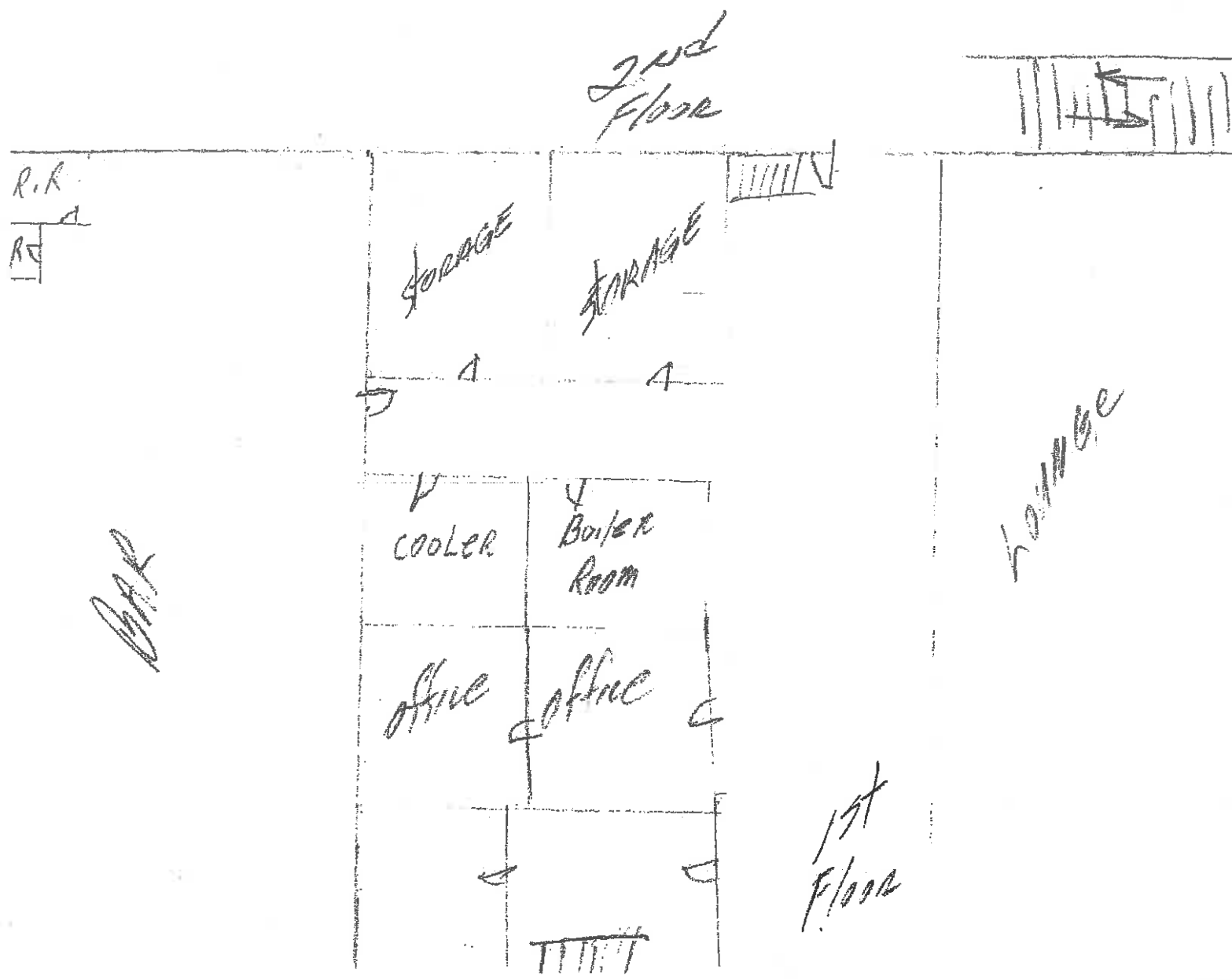
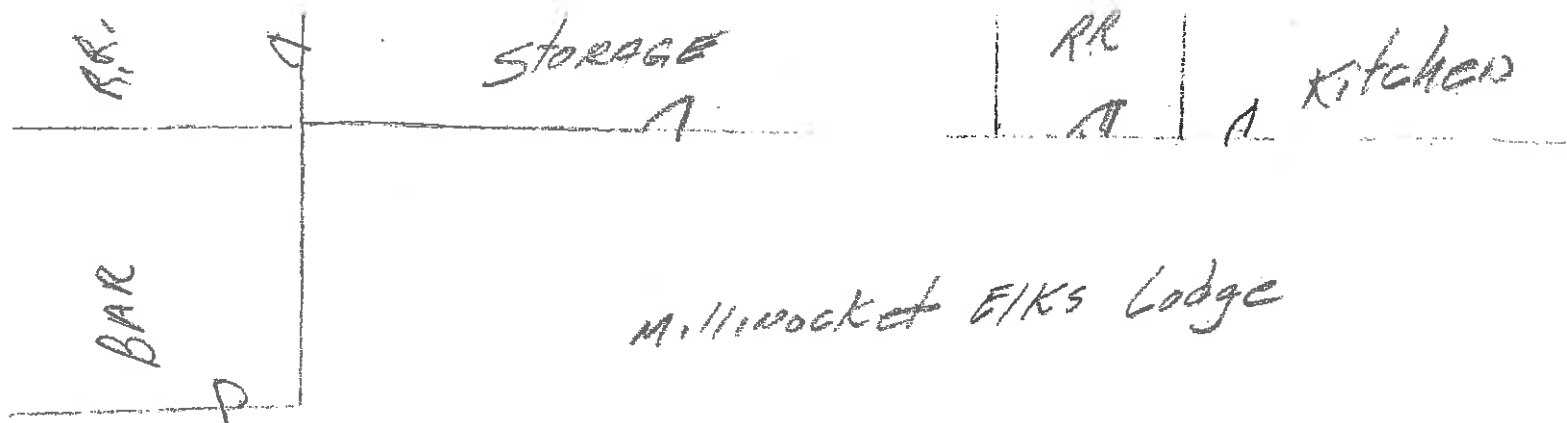
10/24/2018
Date

Scott J. Moscone

Print Name of Owner or Corporate Officer

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov



*Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov*



ON PREMISE DIAGRAM

(Facility Drawing/ Floor Plan)

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas with the following: • **Entrances** • **Office area** • **Kitchen** • **Storage Areas** • **Dining Rooms** • **Lounges** • **Function Rooms** • **Restrooms** • **Decks** • **All Inside and Outside areas that you are requesting approval.**

pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).] [2003, c. 213, §1 (AMD).]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

P. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD).]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]

[2009, c. 81, §§1-3 (AMD).]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP).]

E. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD).]

[1995, c. 140, §6 (AMD).]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP).]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF).]

PROVIDING FOR: Creation of an account for the Events Committee.

IT IS ORDERED that the Millinocket Town Council authorize the Treasurer to create an account for donations to the Events Committee to help fund a three-day celebration over the Fourth of July holiday.

IT IS FURTHER ORDERED that the account be set up as R1106-7015 – Observation/Events Donations.

PASSED BY THE COUNCIL: _____

ATTEST: _____

John Davis

From: Mary Alice Cullen
Sent: Monday, December 10, 2018 12:57 PM
To: John Davis
Subject: EVENTS DONATIONS

USE R1106-7015 – HOLIDAY OBSERVATION/EVENTS DONATIONS

PROVIDING FOR: The filling of a vacancy on the Municipal Review Committee.

IT IS ORDERED that the Millinocket Town Council cast its ballot for Karen Fussell to fill a vacancy from January 1, 2019 to December 31, 2019, on the Municipal Review Committee Board of Directors.

PASSED BY THE COUNCIL: _____

ATTEST: _____

To: MRC Membership
From: Greg Louder, MRC Clerk
Date: November 29, 2018
RE: MRC Board of Directors Election Ballot

Please find enclosed a MRC Board of Directors election ballot. Ballots cast in this election will determine the election of three (3) Directors to serve on the MRC Board of Directors for three-year terms from January 1, 2019 through December 31, 2021 and one (1) Director from January 1, 2019 to December 31, 2019. Biographical descriptions of the candidates, as provided by the candidates, are also enclosed for your information.

Ballots must be returned to MRC before 5:00 PM, December 27, 2018.

The election results will be read via conference call on Friday, December 28 at 10:00 AM. The details to participate will be announced prior to the meeting.

Note: Vote must be cast for one candidate only.

Please contact Greg Louder at 664-1700 or 866-254-3507 with any questions.

Voting Ballot

- ◆ To fill three positions for a three-year term from January 1, 2019 to December 31, 2021
(3 highest vote totals)
- ◆ To fill a vacancy from January 1, 2019 to December 31, 2019
(Fourth highest vote total)

The Charter Municipality of _____ casts its vote for the following individual to serve on the Municipal Review Committee Board of Directors for the above stated term.

Note: Candidates are listed alphabetically. Biographies provided by each candidate are attached.

VOTE FOR ONE INDIVIDUAL ONLY

→ More than one checked box will invalidate the ballot ←

☐ Irene L. Belanger – China

☐ Catherine M. Conlow - Bangor

☒ Karen Fussell – Brewer

☐ Dana Wrigley Sr. - Oakland

Please return this ballot no later than 5:00 P.M., DECEMBER 27, 2018 to:

Municipal Review Committee, Inc.

395 State Street

Ellsworth, Maine 04605

Or

FAX: (207) 667-2099 EMAIL ATTACHMENT: glounder@mrcmaine.org

**RESULTS OF THIS ELECTION WILL BE READ DECEMBER 28, 2018 AT 10:00 AM
VIA TELECONFERENCE CALL CONTINUED FROM THE MRC ANNUAL
MEETING HELD DECEMBER 12, 2018**

Nominees for MRC Board of Directors

Irene L. Belanger (Town of China)

- Over 12 years China Select Board
- Over 14 years China Planning Board
- Transfer station coordinator several years
- Transfer station committee five years
- MRC approximately one year
- Serves currently on 8 plus town committees
- Over 30 years real estate agent/broker
- Real Estate Commissioner (State of Maine)
- PTC mom
- MRRA Board of Directors 4 years

Catherine M. Conlow (City of Bangor)

Cathy was appointed as the Bangor City Manager in November 2010. Prior to that Cathy served more than 20 years in local government including 7 years as Town Manager in Orono, Maine, 3 years as the Public Services Director in Blaine, Minnesota, and 12 years in Jackson County, Oregon.

In Oregon, Cathy served as the Solid Waste Coordinator for Jackson County. As Solid Waste Coordinator, Cathy was responsible for oversight of Franchise Agreements and rates with Haulers, Oversight and Regulation of Disposal Operators at County owned Landfills, and responsibility for devising plan to obtain 50% recycling in accordance with State and Federal Law.

Cathy holds a Bachelor of Science Degree from Shippensburg University of Pennsylvania, a Master's Degree in Public Administration from George Washington University, and is a certified Economic Development Professional through the Economic Development Council. Cathy is member and past President of the Maine Town and City Manager's Association and a member of the International City/County Manager's Association.

Cathy has served for the past 6 years as a member of the MRC Board of Directors.

Also attached is a brief resume for review.

Karen Fussell (City of Brewer)

In addition to serving the past six years on the MRC Board of Directors-the last year as Vice President-Karen Fussell has been the Finance Director for the City of Brewer for 18 years. She is a Certified Internal Auditor and has dual master's degrees in Public Policy and Urban Planning from the Kennedy School of Government at Harvard University. Karen has worked for the U.S. Congressional Budget Office, the City and County of San Francisco's Controller's Office and as an Environmental Planner for the California Department of Transportation. Karen has been interested and involved in solid waste issues for well over 25 years and was instrumental in implementing Brewer's highly successful pay as you throw and Zero-Sort recycling programs. Karen chairs the MRC Communications Committee and has worked actively to ensure that MRC continues to meet its mission to provide affordable, long term, and environmentally sound disposal of municipal solid waste for its members.

Dana Wigley Sr. (Oakland)

- Born in Oakland
- 77 years old
- Graduate of Williams High School and Southern Maine Vocational Technical Institute
- Retired from Central Maine Power as Manager of Sub-Stations
- 37 years at CMP
- 25 years on Oakland Budget Advisory Committee
- 12 years Town Councilor
- Oakland Transfer Station Steering Committee 2 years

Catherine M. Conlow
(207) 299-8556
conlowcm@gmail.com

Profile: An experienced local government manager with a proven record of accomplishment in collaborative leadership for community development, infrastructure, facility development, local government finance, capital planning, and human relations.

Bangor, Maine (33,000) – City Manager

November 2010 – Present

- Manage all aspects of a service center community, which includes over 600 employees in 11 Bargaining Units providing a variety of services including Public Works, Police, Fire, Public Health, Parks and Recreation, Transit, Utilities, Planning and Development, Airport, and Arena and Convention Center.
- Planned, organized and evaluated the work of all City departments to ensure that operations and services comply with the policies and direction set by the City Council.
- Responsible for development and implementation of a \$100 million dollar budget for services described above as well as education.
- Directed the development of the capital improvement plan budget for approval by the Council as well as monitored the implementation of adopted budgets.
- Facilitated internal and external communication throughout all levels of the organization, and conducted meetings with department heads and key management staff.
- Performed financial and managerial analyses for the City Council pertaining to City operations and programs under consideration.
- Represented the City Council, and the City at various meetings, functions, and events: served as a liaison to various civic or governmental organizations and committees, taskforces, boards, and commissions. Specifically, I represent the City on a number of advocacy/legislative groups. I am the Board Representative to the Municipal Review Committee (MRC), which is responsible for development and oversight of a regional trash disposal facility. In 2019, the MRC will open a state of the art Metabolic Trash

Orono, Maine (10,000) – Town Manager

January 2004-November 2010

- Manage all aspects of a full service community, which includes 70+ employees providing a variety of services including police, fire, public works, planning and development, library, parks, and others.
- Responsible for development and implementation of the municipal budget
- Developed financial policies and implemented savings that resulted in a bond rating upgrade and a removal of a negative outlook.
- Worked with stakeholders to develop consistent vision for development of Orono. Resulted in the hiring of the first planner, improved zoning ordinances for several areas of town.
- Work with staff and council to implement a downtown bus shuttle, redevelopment of the destroyed mill into condominium units; development of a waterfront trail; development of a dilapidated and burned downtown building to a plaza and bank, completed financing and construction of a new library.

Blaine, Minnesota (50,000+) – Public Services Director

May 2001 – December 2003

- Responsible for management of public services including Planning and Economic Development, Building Codes, Engineering, Public Works, Utilities and Parks and Recreation in one of the fastest growing municipalities in the Twin Cities.
- Facilitated completion of a comprehensive plan which provided for the development of thousands of new residential units, infrastructure, and parks.
- Facilitated planning and negotiations for a development of a 15 acre "Town Square."
- Completed a capital improvement and financing plan for the water facilities that included treatment.

Jackson County, Oregon (250,000), Director, Analyst, Intern,

June 1989 – April 2001

- Managed all aspects of redevelopment of an unincorporated area of the county including capital development, planning, and financing. Project included more than \$30 million in residential infrastructure projects. The result of this project increased assessed value in the area by more than \$400 million.
- Completed negotiations for re-location or expansion of several industrial plants including 3M, Eastman Kodak, GEC Alston, Boise Cascade, and Certainteed Building. Resulted in several hundred jobs and \$200 million in new assessed value.
- Managed all aspects of development of town center including and integrated social service facility, library, and town square masterplan.
- **Responsible for managing solid waste collection and disposal contracts for county owned landfill and oversight of franchise agreements. Responsible for developing a compliance plan to meet statewide recycling goal of 50%. Resulted in approvals for single sort recycling facility and organics composting.**

Education

- Shippensburg University of Pennsylvania, BS, Public Administration May, 1987
- George Washington University, Masters of Public Administration May, 1989

Affiliations

- Bangor Region YMCA, Board Member March 2015- Present
- Municipal Review Committee, Board Member January 2013-Present
- President, Board Member, Maine Town and City Managers 2006-2011
- President/Board Member, Oregon Association of Redevelopment Authorities 1996-2001
- Certified Economic Development Finance Professional (EDFP) 1998

PROVIDING FOR: Appointees to the Broadband Committee.

IT IS ORDERED that the Millinocket Town Council appoint the following members to the Broadband Committee for a three-year term:

Board of Directors – Steve Golieb & Dick Angotti

Member Representative – John Davis

PASSED BY THE COUNCIL: _____

ATTEST: _____

John Davis

From: Cody McEwen <cody.mcewen@maine.edu>
Sent: Monday, December 10, 2018 9:21 AM
To: John Davis
Subject: Order - Katahdin Broadband Utility Administration

John,

Could we have an order for this upcoming meeting confirming the appointments for the broadband utility?

The terms for these board appointments are determined by the member 'council' though are not to be set longer than three years determined by the utility. I would assume we could put down three years and amend it if there is a push for a shorter term.

Board of Directors - Millinocket:
Steve Golieb
Richard Angotti

Member Representative:
John Davis

CC:

Cody Ray McEwen
Education Technician III
Stearns Jr/Sr High School
BS Parks, Recreation & Tourism
Psychology Minor
Town Councilor of Millinocket
(207) 731-8023