

TENTATIVE AGENDA
2ND PUBLIC HEARING FOR FISCAL 2020 MUNICIPAL, WASTEWATER AND SCHOOL BUDGET ADOPTIONS
And the REGULAR TOWN COUNCIL MEETING IN COUNCIL CHAMBERS
THURSDAY, JUNE 27, 2019 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 for the June 13, 2019 Regular Town Council Meeting
5. SPECIAL PRESENTATIONS:
 - a) Resolve #12-2019 Proclamation for Albert Fowler
 - b) Resolve #13-2019 Proclamation for Tricia Cyr
 - c) Resolve #14-2019 Proclamation for Cody McEwen
 - d) Resolve #15-2019 Proclamation for Jerry Bulley
 - e) Resolve #16-2019 Proclamation for Matt Delaney
6. ORDER #135-2019 2ND **Public Hearing** for the Fiscal 2020 Municipal and Wastewater Budgets
7. ORDER #136-2019 1st **Public Hearing** for the School Budgets
8. ORDER #137-2019 General Administration Departments
9. ORDER #138-2019 Community & Economic Development Departments
10. ORDER #139-2019 Public Safety and Protection Departments
11. ORDER #140-2019 Public Works Departments
12. ORDER #141-2019 Community and Recreation Services Departments
13. ORDER #142-2019 Debt Services and Interest Department
14. ORDER #143-2019 Capital Improvements Departments
15. ORDER #144-2019 Anticipated Revenues and Transfers
16. ORDER #145-2019 Transfer of Funds from Designated Dog Fee Revenue Reserve Account for the Care of Animals
17. ORDER #146-2019 Transfer of Funds from Fund Balance Account
18. ORDER #147-2019 County Tax
19. ORDER #148-2019 Acceptance of State of Maine Funds
20. ORDER #149-2019 Approval of Written Policy Concerning Disbursement of State Fees

21. ORDER #150-2019 Disbursement of Employees Wages and Benefits
22. ORDER #151-2019 Payment of Property Taxes for Multiple Years
23. ORDER #152-2019 Wastewater Department Anticipated Revenues and Transfers
24. ORDER #153-2019 Wastewater Department Operations
25. ORDER #154-2019 Payment of Sewer Bills for Multiple Bills
26. ORDER #155-2019 Appropriation for System Administration (School)
27. ORDER #156-2019 Appropriation for School Administration
28. ORDER #157-2019 Appropriation for Regular Instruction
29. ORDER #158-2019 Appropriation for Special Education
30. ORDER #159-2019 Appropriation for Student and Staff Support
31. ORDER #160-2019 Appropriation for Other Instruction
32. ORDER #161-2019 Appropriation for Career and Technical Education
33. ORDER #162-2019 Appropriation for Facilities Maintenance
34. ORDER #163-2019 Appropriation for Transportation and Buses
35. ORDER #164-2019 Appropriation for Debt Services and Other Commitments
36. ORDER #165-2019 Appropriation for All Other Expenditures
37. ORDER #166-2019 Total Cost of Funding Public Education
38. ORDER #167-2019 Annual Payments on Debt Service
39. ORDER #168-2019 Additional Local Funds
40. ORDER #169-2019 Funding of Public Education
41. ORDER #170-2019 Additional Local Dollars in Support of the Food Service Program
42. ORDER #171-2019 Appropriation for Adult Education
43. ORDER #172-2019 Regional Vocational Operating Budget
44. ORDER #173-2019 Regional Vocational Adult Education Operating Budget
45. ORDER #174-2019 Acceptance of State, Federal or Other Sources of Funds
46. ORDER #175-2019 Acceptance of Enterprise and Agency Funds

REGULAR TOWN COUNCIL MEETING

Old Business:

47. Amend Resolve #1-2015 Smoke and Vapor Free Zones

New Business:

48. Town Manager's Report

49. ORDER #176-2019 Execution of the Warrant for June 27, 2019

50. ORDER #177-2019 Approval of Application for Victualers License (Mai Take Out/York)

51. ORDER #178-2019 Approval of Application for Victualer License (Katahdin Ice Cream Shop/Surprenant)

52. ORDER #179-2019 Date, Time, Place and Warden for the School Budget Validation Referendum Election

53. ORDER #180-2019 Absentee Ballot Processing for the School Budget Validation Referendum Election

54. ORDER #181-2019 Registrar Office Hours

55. ORDER #182-2019 Authorization for Lease Agreement (Noyes)

56. ORDER #183-2019 Transfer of Funds (Recreation Department)

57. ORDER #184-2019 Authorization of Tax Acquired Property Sale (478 Penobscot)

58. ORDER #185-2019 Approval of a Request to Hold an Outdoor Event (Scootic In)

59. Reports and Communications:

- a. Warrant Committee for the July 11, 2019 Town Council Meeting: Councilor Golieb and Councilor Jackson
- b. Chair's Committee Reports
- c. Town Minute Public Comment

60. Adjournment:

June 13, 2019

The Regular meeting and 1st Public Hearing for Municipal and Wastewater Budgets of the Millinocket Town Council was brought to order by Chair McEwen in Council Chambers office at 4:32 pm.

Roll Call:

Town Council Members Present:

Pelletier	Pray
Jackson	Stratton
Madore	Golieb
McEwen	

Also present were: Town Manager John Davis, Town Clerk Diana M. Lakeman, Fire Chief Thomas Malcolm, Police Chief Craig Worster, Municipal Airport Director Jeff Campbell, Recreation Director Jody Nelson, Treasurer Mary Alice Cullen, Wastewater Director Jim Charette, Media Ben Barr and Kat TV, 4 public.

Pledge of Allegiance

Adjustments to the Agenda: Additions in the Manager's Report.

Approval of the Minutes for May 23, 2019 Regular Town Council meeting and May 24, 2019 Executive Session.

Motion-Stratton Second-Madore Vote 7-0

OLD BUSINESS

NEW BUSINESS

1st PUBLIC HEARING – ORDER #119-2019 Public Hearing for FY2020 Municipal and Wastewater Budgets
ORDER #119-2019 PROVIDING FOR: Public Hearing.

IT IS ORDERED That the Millinocket Town Council enter into a public hearing to discuss the FY2020 Municipal and Wastewater budgets.

First Reading: 6/13/2019

Motion-Pelletier Second-Madore Vote 7-0

FY2020 Municipal and Wastewater Expense and Revenue Budgets provided to the Public and Council.

Chair McEwen read through each department line of the revenue and expense proposed budget for both Municipal and Wastewater Fiscal Year 2020 with option of discussion from the public with inquiries per department, seeing no comments from the public.

Councilor Madore suggests with concern of policy requirements for an addition to Transfer Site expense line for steel toe boot allowance, Council discussion concludes majority in support of idea with suggestions for a policy for part time employees for allowance of footwear after probation period,

Chief Malcolm shares concern of liability if requirements

Motion by Councilor Madore for addition to line #0409 Transfer Site-Footwear allowance of \$1200.00, Second by Councilor Pray, Vote 7-0 Transfer Site #0409-line addition for footwear allowance of \$1200.00.

Public Comment: None

Out: 1st Public Hearing @ 5:10 pm.

SPECIAL PRESENTATIONS: None

Town Manager's Report: **June 13, 2019**

Next Regular Council Meetings held in Council Chambers at 4:30 p.m.

June 27, 2019

July 11, 2019

Pay Increase for Transfer Nurses-Discussion took place during budget hearings about increase pay for nurses to take ambulance transfer calls. Attached to this report is Chief Malcolm's plan to alleviate this problem.

LED Lights-Emera changed all the streetlights in town to LED. No complaints yet.

Maine Water Rate Increases-The Maine Public Utility Commission (MPUC) granted permission to Maine Water to add a charge on customer bills to reflect the incremental capital costs of its infrastructure replacement program. Currently, this charge represents a 6.98% increase on each bill. Maine Water expects this charge to change to 10% effective January 1, 2020, or an increase of 3.0%. The monthly bill for public fire protection for the Town of Millinocket from July 1, 2019 through December 31, 2019 will be \$33,078.27, and for the period January 1, 2020 through June 30, 2020, the cost will be \$34,000.

State of Maine Revenue Sharing-Legislation passed that increased revenue sharing to 3% from the 2.5% the Governor proposed. Millinocket's FY20 distribution will increase from \$639,535 to \$759,081, an increase of \$119,546. Legislation passed that raised Homestead Exemption from \$20,000 to \$25,000. The State will reimburse the municipalities 100% of the \$5,000 increase.

Millinocket Regional Hospital (MRH) Golf Tournament-MRH will hold its Second Annual Golf Tournament on Friday June 28 at the Hillcrest Golf Course in Millinocket. Last year the event raised over \$18,000 for the Oncology Clinic Renovation Project and this year's event will benefit the Oncology Clinic Renovation Project as well.
Sprit of America-Received correspondence from Bruce Flaherty about the Spirit of America June 30th deadline. Would like to have the Council choose candidates for this award. Previous winners are Susan D'Alessandro, Nancy Dewitt, Dick Angotti and the Friends of the Library.

Dr. Brien Walton-Dr. Walton is the Chairman and CEO of Acadia Capital Management II, Inc., a certified Community Development Entity (CDE), affiliated with the Eastern Maine Development Corporation (EMDC). He has been reaching out to town managers and economic development directors and wants to start working together to create opportunity zones. This is something the Council should weigh in on and that discussion can take place at Thursday's meeting.

Update Town Resolve #1-2015-Councilor Pelletier spoke with Roxanne Dubay of Bangor Public Health and Community Services about updating the Town's resolve to include the prohibition of vaping. If the Council agrees, I will make the changes and start the process at the next meeting.

Hemlock Street Cleanup-Received an email from Dean informing me that the contractor had issues last week but should be able to complete the job this week.

Solar Farm-Project moving forward. I Will send down the information that we have been able to compile this week.

Yard Sale Ordinance-Dick Angotti, the Code Enforcement Officer is proposing an ordinance that will set rules and regulations on yard sales. Attached is a copy of that ordinance that I would like the Council to discuss at Thursday's meeting.

Property on 478 Penobscot Avenue-The lending institution offered to pay the back taxes, sewer bills, and other fees to retain this property. Shortly after the drop-dead date, we received notice that the bank was interested. They would like the Council to consider this offer.

Property on the Corner of Central Street and Main Street-I am waiting for an update from Christine Theriault.

Department Updates:

Public Works

Removed underground gas tank.

Completed street sweeping.

Mowing and trimming roadside parks.

Emera completed installment of LED lights.

Line painting nearly finished.

Public Works making spot repairs on sidewalk bricks on Main Street.

Waiting for a quote from B+B Paving.

Transfer Station

Permit sticker revenue at \$23,000.

Removed nails from the yard.

Coordinating with East and Medway to haul wood ash to Dolby Landfill.

Airport

MDEP conducted stormwater inspection. Airport in compliance. FBO done an excellent job and the airport is now exempt from inspections. Will save \$600.00 per year.

Awaiting report on the Wildlife Hazard Visit.

Cemetery

Mowing, trimming, and doing burials.

Wastewater Treatment

Conducted required testing.

T. Buck Construction completing work on Minuteman Drive.

Mowing and ground maintenance.

Assisting with pool startup with Recreation Department. This qualifies as confined space training.

Police Department

Responded to 375 incidents from May 17 to June 7, ranging from citizen agency assists to bail violations.

Support patrol on the day shift due to officer out on injury.

Dealing with personnel issues.

Training Millinocket and surrounding area officers on writing effective search warrants, response to major crimes and cases, conducting pre-employment and background investigations, and cannabis & alcohol impairment detection.

Applied for grant involving enforcement of underage drinking through Dirigo Safety Organization.

Held graduation for fifth grade DARE class.

Met with administrators of MRH and went over emergency drills and training.

Started field training program for Officer Winslow.

Gave presentation at the high school on opioids and other addictive drugs.

Participated in 5k run with high school girls running team.

Fire & Ambulance

Fourteen local BLS calls

Twenty-two ALS calls.

No Transfer/PA: 22.

Police Stage: 1.

Two out-of-town BLS calls.

Ten out-of-town ALS calls.

Two lost BLS calls.

Three lost ALS calls.

One heating source fire.

One smoke check.

One false activation.

One public assist.

One PD assist.

One cooking fire.

One no burn permit.

Health Officer

Assisted resident with trash concerns.

One complaint about TA property that resident did not believe was habitable.

Resident complaint about TA home that is full of garbage. Owner said he would get it hauled away.

Recreation Department

Site visit with Land & Water Conservation to get approved to apply for grant.

Worked on getting pool ready.

Administration:**Treasurer**

Worked with auditors on pre-audit.
Sewer liens filed on November 30, 2017 paid and foreclosures avoided.
Preparing for fiscal year-end closing on June 30.

Tax Collector

Processed 30-day notices.
Preparing research for lien process.
High Motor Vehicle activity.
Processed mail and completed weekly/monthly reporting.

Tax Assessor

Completed catch-up work while computer was down.
New computer is operational.
Entering personal property declarations. Will then be able to provide a mill rate estimate.
Summer intern is a terrific addition to the department. Working on a number of projects.
Entering new Homestead and Veteran's exemptions.
Will be in the field documenting new construction and demolitions.

Code Enforcement Officer

Installed new computer for the Assessor and set up phone code for her.
Wrote eight permits.
Investigated citizen complaints.
Writing letter for property maintenance violations.
Worked with contractor on back canopies.

Town Clerk

Finalized and sent June reports to state agencies.
Daily & weekly end of month reconciliations up to date.
Completed May 23, 2019 & May 24 Council meeting minutes.
Processed & filed cemetery billing, accounts payable, registrations and licensing.
Prepared for school budget and adoption election.
Reached out to vendors with expired Victualers licenses. Application available in the Clerk's office.

Human Resource/Welfare Director

Worked on personnel issues.
Payroll and A/P warrants.
Month end work.

Manager

Attended grievance meeting.
Sat in on interview with police officer candidate.
Attending economic development meetings.
Phone conferences with potential businesses.
Discussions with Our Katahdin.

Councilor Pelletier: happy the LED light project is completed, nominates Matthew Delaney for the Spirit of America Award, attended hearings in agreement vaping ordinance is necessary, in favor to allow lender buy back tax acquired property located at 478 Penobscot Ave.

Councilor Jackson: nominates Matthew Delaney as well as Albert Fowler for the Spirit of America Award, in support of a vaping ordinance and its importance for the Town of Millinocket, in agreement for tax acquired property 478 Penobscot to be sold back to the lender, suggests requiring policy for business owners to be current on taxes before approving licenses.

Councilor Golieb: anticipates costs savings to the Town with the newly installed LED streetlight bulbs, also nominates Matthew Delaney for the Spirit of America award, supports vaping ordinance, appreciates the idea of the proposed yard

sale ordinance for monitoring purposes with hesitation having concerns with the limitations, shares appreciation Jeff Campbell of efforts, supports wage increase for Transfer nurses per Chief Malcolm's recommendation.

Councilor Stratton: happy the LED streetlights are completed, does not support anticipation of Wastewater rate increase, nominates Albert Fowler for Spirit of America award, agrees the importance of a vaping ordinance, agrees dealing with contractors is necessary to finish cleanup on Hemlock Street, in agreement with councilor Golieb with the proposed yard sale ordinance allotted limitations with suggestion of revising, commends Jeff Campbell with the work he has accomplished at the Municipal Airport in addition cost savings, supports chief Malcolm's recommendation for Transfer Nurse's wage increase.

Councilor Madore: supports Chief Malcolm's recommendation of wage increase for Transfer Nurses sharing some budgeting concerns, notes the LED streetlight bulbs look great anticipating cost savings, states budgeted amount for Wastewater rates was adequate, suggests sponsoring Hospital golf Tournament by donation, nominates Matthew Delaney, Albert Fowler, and Tricia Cyr and Chairman Cody McEwen for the Spirit of America award, suggests Dr. Walton bring a presentation to the Council for a more informed discussion, anticipates Hemlock building clean up will be finalized before the 4th of July celebrations, anticipates letter sent asap to proceed with Solar Farm Project, supports idea of Yard sale ordinance with anticipation of revising for adjustments, supports financial institution to buy back tax acquired property 478 Penobscot Avenue, shares concerns with lack of communications with proposed intentions of green space located on corner of Penobscot Ave and Central Street, shares concerns with holding back business license if taxes are not current, congratulates Jeff Campbell for all his efforts moving forward at the Municipal Airport.

Councilor Pray: supports transfer nurse pay increase, LED lightbulbs seem to be a good change, notes Maine Revenue sharing is an complex issue in hopes for most return for monies spent, nominates Jerry Bulley for the Spirit of America Award for his services in the community with in home care assistance, anticipates presentation from Dr. Walton with a resolve for Public Hearing, anticipates Hemlock Street property clean up finalized, suggests moving forward with Solar Project only benefits the town, supports vaping ordinance, expresses extreme disappointment with the procedure with the green space on Central St and Penobscot Ave with suggestion of legal council for fraudulence per contract proposal, suggests inform with actual number of taxes owed without disclosure of property name when reporting delinquencies in the Manager's report, suggests a penalty to the business if taxes are delinquent when requesting licenses.

Chair McEwen: anticipates an Executive Session for Monday, June 17th, at 3pm for Economic Development in the Town manager's office, supports an order to be drafted for pay increase for transfer nurses, supports donation for hospital golf tournament, suggests drafting yard sale ordinance for discussion at the next Town Council meeting, anticipates Dr. Walton availability for presentation to the Council, anticipates a poll for nominees if there is a cap for nominations to the Spirit of America award, suggests an ordinance or plan for procedure for businesses with delinquent taxes requesting a victualer license, announces while welcoming a new business from Massachusetts expanding into the Katahdin region looking to relocate offering HR outsourcing.

Public Comment:

Richard Angotti, Katahdin Avenue/Code Enforcer, inquires if LED lightbulb replacement actually lowered rate charged to the Town, notes plans are moving forward with Solar Farm Project, recommendation for proposed yard sale ordinance allows enforcement rights with similar community average restrictions, anticipates vaping ordinance.

ORDER #120-2019 PROVIDING FOR: Execution of the Warrant for June 6, 2019

IT IS ORDERED that the Warrant for June 6, 2019 in the amount of \$43,481.45 is hereby approved.

Motion-Madore Second-Golieb Vote 7-0

ORDER #121-2019 PROVIDING FOR: Execution of the Warrant for June 13,2019.

IT IS ORDERED that the Warrant for June 13, 2019 in the amount of \$199,954.36 is hereby approved.

Motion-McEwen Second-Golieb Vote 7-0

ORDER #122-2019 PROVIDING FOR: Approval to carry forward \$20,500.

IT IS ORDERED that the Millinocket Town Council approves the carry forward of \$20,500 from Account E1300-9504 (Capital Improvements/Budgeted Capital Improvements) Rebuild 2000 RPM Snow Blower/Snow Dump budget to FY20 to increase the Replace RMP Snow Blower Budget line from \$100,000 to \$120,500.

Motion-Jackson Second-Madore Vote 7-0

ORDER #123-2019 PROVIDING FOR: Transfer of Funds.

IT IS ORDERED that the Millinocket Town Council authorizes the transfer of funds for \$1,214 from Account E0111-4005 (Legal Services/School Retirees Health Insurance), to E0101-0102 (General Government/Manager).

NOTE: The request for these funds is to cover the raise in the Manager's salary from April 3, 2019, to July 1, 2019

Motion-Golieb Second- Stratton Vote 7-0

ORDER 124-2019 PROVIDING FOR: Transfer of Funds.

IT IS ORDERED that the Millinocket Town Council authorizes the transfer of funds for \$1,563 from Account E0111-4005 (Legal Services/School Retirees Health Insurance), to Account E0403-3108 E0101-0102 (Garage/Building Maintenance).

NOTE: The request for these funds is to cover the overage in the Garage/Building Maintenance account. This will leave a balance of \$2,223 in the legal Services/School Retirees Health Insurance account.

Motion-Stratton Second- Madore Vote 7-0

Councilor Pray inquires explanation of remainder in fund,

*TM informs School retiree health insurance fees are no longer needed or budgeted.

ORDER 125-2019 PROVIDING FOR: Abatement of sewer fees at 1029 Central Street (Chamber of Commerce).

IT IS ORDERED that sewer fees in the amount of \$113.39 for a property located at 1029 Central Street, Map 000, Lot 000 be abated.

NOTE: The excessive fees were due to excess water used for the RV Dumping Station. The excess water usage will be covered by the dumping fees in the future. This is a one-time abatement only.

Motion-Madore Second-Golieb Vote 7-0

ORDER #126-2019 PROVIDING FOR: Donation to Community Christmas Party.

IT IS ORDERED that the Millinocket Town Council donate \$300.00 to the Community Christmas Party to help sponsor the eighteenth Katahdin Region Community Christmas Party.

NOTE: If approved the funds will be expended from Account 0816-3813 (Public Health and Welfare). This will leave a balance in this account of \$65.00.

Motion-Pray Second- Jackson Vote 7-0

Council discussion concludes suggestion of tracking donation lines for future budgeting purposes.

ORDER #127-2019 PROVIDING FOR: Approval of a full-page ad in the Maine Basketball Hall of Fame magazine.

IT IS ORDERED that the Millinocket Town Council authorizes expenditures in the amount of \$300.00 for a full-page ad in the Maine Basketball Hall of Fame magazine to honor the of 1963 Stearns and Morse High School Basketball teams, who will be inducted into the Maine Basketball Hall of Fame simultaneously on August 18, 2019, at the Cross Insurance Center in Bangor.

IT IS FURTHER ORDERED that a portion of the ad will honor Hank Madore, a 1948 Stearns High School graduate, inducted at the same ceremony as one of the eight "Legends of the Game."

IT IS FURTHER ORDERED that the Town Council approve \$35.00 for a design fee for the ad and appropriate all the funds from Account 0816-3813 (Public Health and Welfare). This will leave a balance of \$365.00 in that account.

NOTE: Two ads are available: half page for \$200.00 and full for \$300.00.

Motion-Pelletier Second- Madore Vote 7-0

Councilor Madore supports honoring local talent from the community.

(Councilor Pray excuses himself momentarily)

*ORDER 128-2019 PROVIDING FOR: Authorization for the Town Manager to execute and file all the necessary paperwork and deeds to complete the sale of a tax acquired property.

IT IS ORDERED that the Town Manager be granted authorization to execute and file all the necessary paperwork, including signing a Municipal Release Deed, to complete the sale of a tax acquired property located on 478 Penobscot Avenue, Map U03-Lot 112, to Steve Golieb for \$500.00.

IT IS FURTHERED ORDERED that the Tax Collector and/or Treasurer be authorized to abate all remaining taxes, sewer fees, and other expenses on the above-mentioned property.

All C & D waste will be handled in accordance with the Special Requirements for Sale of Property.

Any tenant remaining in the property shall be the responsibility of the bidder to evict or manage.

NOTE: The amount owed on this property is \$5,256.42. No offer was received on this property when it was previously advertised in May of 2019.

Motion-Jackson Second-Madore Vote 2-3-1(Opposed: Pelletier/McEwen/Jackson; Abstain: Golieb)
***(Order Fails)**

Councilor Madore inquires if bidder would like to address the Council.

Steve Golieb appreciates the consideration of acceptance to his offer.

Councilor Pelletier notes council in agreement allowing bank to buy back.

ORDER #129-2019 PROVIDING FOR: Authorization for the Town Manager to execute and file all the necessary paperwork and deeds to complete the sale of a tax acquired property.

IT IS ORDERED that the Town Manager be granted authorization to execute and file all the necessary paperwork, including signing a Municipal Release Deed, to complete the sale of a tax acquired property located on 17 Penobscot Avenue, Map U05-Lot 206, to Steve Golieb for \$1.00.

IT IS FURTHERED ORDERED that the Tax Collector and/or Treasurer be authorized to abate all remaining taxes, sewer fees, and other expenses on the above-mentioned property.

All C & D waste will be handled in accordance with the Special Requirements for Sale of Property.

Any tenant remaining in the property shall be the responsibility of the bidder to evict or manage.

NOTE: The amount owed on this property is \$4,268.98. An offer was made then withdrawn on this property in May of 2019.

Motion- Stratton Second-Madore Vote 5-1-1(Opposed/McEwen; Abstain/Golieb)
(Councilor Pray returns from excusing himself)

Steve Golieb addresses the Council informing without disrespect a substantial remodel or complete tear down is necessary with the current state the structure is in reflects the bid offer.

Councilor Pelletier inquiries if offer follows current tax acquired bid policy sharing concerns not following procedure.

*TM clarifies no minimum bid has been offered on this property.

Councilor Madore appreciate putting the property back on the tax roll,

Councilor Pray inquiries intentions if not adjacent property,

Steve Golieb intends to retain property to retaining with hopes of commercial zoning allowing business on first floor.

Lorri Haskell, Prospect Street, shares concerns with bid furthering bid policy should be procedure for fairness for all interested.

Richard Angotti, Katahdin Avenue, offers suggestion to have in policy stating no less than a \$1000.00 minimum bid allowed.

Council discussion shares concerns with property offers not following proper bid process policy concluding with suggestions doing so going forward furthering the need to revise current policy.

ORDER #130-2019 PROVIDING FOR: Municipal Release Deed (Ross).

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager to execute and file all the necessary paperwork, including signing a Municipal Release Deed, to complete the sale of a property located at 15 South Street, Map U17 Lot 087, to Brian Ross, 499 Dover Road, Dover Foxcroft ME, as all of the outstanding taxes, interest, and fees have been paid.

Motion-Golieb Second-Madore Vote 7-0

ORDER #131-2019 PROVIDING FOR: Municipal Release Deed (Campbell).

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager to execute and file all the necessary paperwork, including signing a Municipal Release Deed, to complete the sale of a property located at 15 Delaware Place, Map U08 Lot 040, to Marion and David Campbell, 327 Line Road, Dexter ME, as all of the outstanding taxes, interest, and fees have been paid.

Motion-Madore Second-Pray Vote 7-0

ORDER #132-2019 PROVIDING FOR: Paving at the Wastewater Treatment Plant.

IT IS ORDERED that the Millinocket Town Council approve funds in the amount of \$56,970.00 for paving at the Wastewater Treatment Plant.

IT IS FURTHER ORDERED that the funds for this project be appropriated from Account E2800-1395 (Wastewater Capital Improvements/Slow Runners and Sewer Repair). If approved, the remaining balance in this account will be \$103,474.

Motion-Pray Second-Madore Vote 7-0

ORDER #133-2019 PROVIDING FOR: Reallocation of funds.

IT IS ORDERED that the Millinocket Town Council approves the reallocation of \$16,617 from Account E1300-9504 (Capital Improvements/Budgeted Capital Improvements) from the unspent Replace 2001 Freightliner Trash Truck line to Airport FB0 Building Renovations.

NOTE: The first project will be to renovate the bathrooms at an estimated cost of \$8,312.

Motion-Pelletier Second-Madore Vote 7-0

Councilor Madore expresses the urgency of bathrooms needing renovations for the growing public using the Airport facilities.

ORDER #134-2019 PROVIDING FOR: Increase in Assessor's payroll

IT IS ORDERED that the Millinocket Town Council approves the transfer of \$1,320 from Account EO111-4005 (Legal Services/School Retirees Health Insurance) to Account E0107-0105 (Assessing/Assessor) to allow sufficient payroll funds until the FY20 budget is adopted.

NOTE: This will leave a balance of \$903.00 in the Legal Services account.

Motion-Jackson Second-Stratton Vote 7-0

Reports and Communications:

- a) The Warrant Committee for the June 27, 2019 Council Meeting will be Councilor Pelletier and Councilor Stratton.
- b) Chair's Committees Reports: Chair informs minutes for all committees are posted on the Town's website. Chair McEwen, Economic Development committee met Wednesday finalizing prior discussion implementing downtown improvement plans. Councilor Golieb, Katahdin Broadband Utility committee, contract negotiations are underway with anticipation of bringing a fiberoptic broadband utility to the region with anticipation of owning at the Municipal level. (committee consists of Medway, Millinocket, and East Millinocket) Mental Health and Wellness committee to meet at KATEC on June 24th at 6pm anticipating forming a coalition of providers with surrounding regional communities. Councilor Stratton, Events committee ongoing planning with events surrounding the Fourth of July celebration, plan to meet again on Wednesday, June 19th, at 2pm in the Town Manager's office. Councilor Pray informs Councilor Jackson to stay abreast of grant monies that may be available for opioid prevention.
- c) Two Minute Public Comment:
- d) Motion to adjourn at 6:50 p.m. – Madore Second –Stratton Vote 7-0

**PROCLAMATION HONORING ALBERT FOWLER FOR HIS WORK AS A VOLUNTEER AND
NOMINATION FOR THE SPIRIT OF AMERICA AWARD**

WHEREAS, Albert (Al) Fowler volunteered his time to serve as the Chairman of the Millinocket Memorial Library (MML) Campaign Committee raising over \$1 million for the major renovation at MML; and

WHEREAS, Al has been a member of the Friends of the Library for years and along with his Marion has made many donations to the library; and,

WHEREAS, Al and Marion, both retired schoolteachers, were extremely generous with their time tutoring people to help them through college when the paper mill closed its doors; and,

WHEREAS, volunteering his time, talent, and resources has been a significant part of Al's life; and,

WHEREAS, the giving of oneself in service to another empowers the giver and the recipient;

NOW, THEREFORE, BE IT RESOLVED that the Millinocket Town Council, in Council Assembled, on June 27, 2019, does hereby honor, recognize, and congratulate Albert Fowler for his work as a volunteer and nomination for the Spirit of America Award.

Dina M. Lakeman

RESOLVE #13-2019

A PROCLAMATION HONORING TRICIA CYR FOR HER VOLUNTEERISM AND NOMINATION FOR THE SPIRIT OF AMERICA AWARD

WHEREAS, Tricia Cyr has been active in the success of the annual Millinocket Marathon and a Half which pours thousands of dollars into local businesses; and,

WHEREAS, Tricia was influential in the success of the Century Bike Ride held in Millinocket in June that also brought money to the town and surrounding communities; and,

WHEREAS, Tricia is a great fundraiser and has done an exceptional job as a member of the Events Committee raising money for the fireworks and 5k color run for the upcoming Fourth of July holiday events; and,

WHEREAS, Tricia has been volunteering throughout the region for years and serves as a reminder that volunteers are critical to the vitality and productivity of the town;

NOW, THEREFORE, BE IT RESOLVED, that the Millinocket Town Council, in Council Assembled on June 23, 2019, does hereby recognize, honor and congratulate Tricia Cyr for her work as a volunteer and her nomination for the Spirit of America Award.

Dina M. Lakeman

PLOCLAMATION HONORING CODY McEWEN FOR HIS VOLUNTEERISM AND NOMINATION FOR A SPIRIT OF AMERICA AWARD

WHEREAS, Cody McEwen has been a community-minded active volunteer as well as a dedicated public servant taking leadership positions for several years; and,

WHEREAS, Cody has been a volunteer in coordinating the annual Trails End Festival working as logistics coordinator, emcee, and helping arrange musical entertainment; and,

WHEREAS, Cody chairs the Millinocket Town Council, the local economic development committee, and has been instrumental in upgrading the town's comprehensive plan; and,

WHEREAS, Cody has worked for several years as a volunteer for the local performing arts program at Stearns Junior/Senior High School as stage manager and lighting coordinator; and,

WHEREAS, his fellow Councilors nominated Cody to be a recipient of the Spirit of America Award;

NOW THEREFORE, BE IT RESOLVED, that the Millinocket Town Council, in Council Assembled on June 27, 2019, does hereby recognize, honor, and congratulate Cody McEwen for his work as a volunteer for the Town of Millinocket and his nomination to receive the Spirit of America Award.

Dina M. Lakonen

A PROCLAMATION HONORING JERRY BULLEY FOR HIS VOLUNTEERISM AND NOMINATION FOR THE SPIRIT OF AMERICA AWARD

WHEREAS, the Katahdin Area Support Group (KASG) has been an important part of Millinocket and surrounding towns for over thirty years helping people in the community living with cancer and other illnesses; and,

WHEREAS, the Katahdin Area Support Group has been an essential partner of Thrive Penobscot; and,

WHEREAS, through the years KASG has distributed beds, wheelchairs, crutches, canes, walkers, and personal items to people with disabilities; and,

WHEREAS, the all-volunteer group deserves recognition for its efforts, but wants to recognize Jerry Bulley for being a long-time volunteer and responding to calls at all hours when a resident of the community needs home medical care equipment;

NOW, THEREFORE, BE IT RESOLVED, that the Millinocket Town Council, in Council Assembled, on June 27, 2019, does hereby recognize, honor, and congratulate Jerry Bulley for his volunteer work as a member of the Katahdin Area Support Group and a nominee for the Spirit of America Award.

Diana M. Lakeman

RESOLVE #16-2019

A PROCLAMATION HONORING MATT DELANEY FOR HIS VOLUNTEERISM AND NOMINATION FOR THE SPIRIT OF AMERICA AWARD

WHEREAS, Matt Delaney is the Director of the Millinocket Memorial Library (MML) and has successfully expanded the hours of operation for children and adults; and,

WHEREAS, Matt secured a grant for over \$1 million and helped lead a Capital Campaign Committee that raised over \$1 million to undergo a major renovation at MML; and,

WHEREAS, Matt has donated his services to include the lending of bicycles with a library card in collaboration with the Outdoor Sports Institute in establishing the Katahdin Gear Hub; and,

WHEREAS, since moving to Millinocket, Matt has volunteered his time and services to make significant and positive changes, great and small, through individual and group actions;

NOW, THEREFORE, BE IT RESOLVED, that the Millinocket Town Council, in Council Assembled on June 27, 2019, does hereby recognize, honor, and congratulate Matt Delaney for his volunteerism and nomination for the Spirit of America Award.

Diana M. Salonen

ORDER #135-2019

PROVIDING FOR: Public Hearing.

IT IS ORDERED That the Millinocket Town Council enter into a public hearing to discuss the FY2020 Municipal and Wastewater budgets.

First Reading: 6/13/2019
(Order #119-2019)

Second Reading: _____

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #136-2019

PROVIDING FOR: Public Hearing.

IT IS ORDERED That the Millinocket Town Council enter into a public hearing to discuss the FY2020 School budget.

First Reading: (6/27/2019)

PASSED BY THE COUNCIL: _____

ATTEST: _____

**Line Item Articles for Approval of the
Millinocket School Department Budget
2019-2020**

✓ **ORDER #** ¹⁵⁵⁻²⁰¹⁹ PROVIDING FOR: Appropriation for System Administration
IT IS ORDERED that **\$878,908** is hereby raised and appropriated for School System Administration for Fiscal 2020.
Recommended: **\$878,908** ✓

✓ **ORDER #** ¹⁵⁶ PROVIDING FOR: Appropriation for School Administration
IT IS ORDERED that **\$380,437** is hereby raised and appropriated for School Administration for Fiscal 2020.
Recommended: **\$380,437** ✓

✓ **ORDER #** ¹⁵⁷ PROVIDING FOR: Appropriation for Regular Instruction
IT IS ORDERED that **\$2,227,463** is hereby raised and appropriated for Regular Instruction for Fiscal 2020.
Recommended: **\$2,227,463** ✓

✓ **ORDER #** ¹⁵⁸ PROVIDING FOR: Appropriation for Special Education
IT IS ORDERED that **\$1,084,706** is hereby raised and appropriated for Special Education for Fiscal 2020.
Recommended: **\$1,084,706** ✓

✓ **ORDER #** ¹⁵⁹ PROVIDING FOR: Appropriation for Student and Staff Support
IT IS ORDERED that **\$441,615** is hereby raised and appropriated for Student and Staff Support for Fiscal 2020.
Recommended: **\$441,615** ✓

✓ **ORDER #** ¹⁶⁰ PROVIDING FOR: Appropriation for Other Instruction
IT IS ORDERED that **\$252,736** is hereby raised and appropriated for Other Instruction for Fiscal 2020.
Recommended: **\$252,736** ✓

✓ **ORDER #** ¹⁶¹ PROVIDING FOR: Appropriation for Career and Technical Education
IT IS ORDERED that **\$26,510** is hereby raised and appropriated for Career and Technical Education for Fiscal 2020.
Recommended: **\$26,510** ✓

✓ **ORDER #162**..... PROVIDING FOR: Appropriation for Facilities Maintenance

IT IS ORDERED that **\$1,109,495** is hereby raised and appropriated for Facilities Maintenance for Fiscal 2020.

Recommended: **\$1,109,495** ✓

✓ **ORDER #163**..... PROVIDING FOR: Appropriation for Transportation and Busses

IT IS ORDERED that **\$253,832** is hereby raised and appropriated for Transportation and Busses for Fiscal 2020.

Recommended: **\$253,832** ✓

✓ **ORDER #164**..... PROVIDING FOR: Appropriation for Debt Services and Other Commitments

IT IS ORDERED that **\$97,708** is hereby raised and appropriated for Debt Services and Other Commitments for Fiscal 2020.

Recommended: **\$97,708** ✓

✓ **ORDER #165**..... PROVIDING FOR: Appropriation for All Other Expenditures

IT IS ORDERED that **\$8,217** is hereby raised and appropriated for All Other Expenditures for Fiscal 2020.

Recommended: **\$8,217** ✓

Summary Articles

✓ **ORDER #166**..... IT IS ORDERED that **\$4,727,557** be appropriated for the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that **\$1,348,398** be raised as the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs, and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688. The School Committee Recommends **\$1,348,398**. ✓

Explanation: The Municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.

ORDER #.....167 IT IS ORDERED that \$97,708 be raised and appropriated for the annual payments on debt service previously approved by the municipality's legislative body for non-state-funded school construction projects, on-state-funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12.

The School Committee Recommends \$97,708

Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the municipality's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.

Article #.....Additional Local Funds requires approval by a majority of the entire school committee membership and approval by a majority of the entire council membership. .

ORDER #.....163 IT IS ORDERED that \$1,357,173 be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$43,775 as required to fund the budget recommended by the School Committee.

The School Committee recommends \$1,357,173 for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$43,775: The EPS formula does not reflect the actual cost of funding education in rural areas where education may cost more because of its smaller size as compared to larger city schools. Therefore, monies will provide revenues to fully fund programs and operate schools, as well as, contractual obligations, areas excluded under EPS such as 504 programs, extra and co-curricular activities, capital improvements and repairs, etc.

Explanation: The additional local funds are those locally raised funds over and above the Town's local contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the Town's budget for educational programs.

Total Budget Article for Funding K-12 Education

ORDER #.....169 IT IS ORDERED that the School Committee be authorized to expend \$6,761,627 for the fiscal year beginning July 1, 2019 and ending June 30, 2020 from the municipality's contribution to the total cost of funding public education from Pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

The School Committee Recommends \$6,761,627

ORDER #170..... IT IS ORDERED that the municipality/district/unit will raise and to appropriate \$5,000 in additional local dollars in support of the food service program.

The School Committee Recommends \$5,000

ORDER #171..... IT IS ORDERED that \$3,217 be appropriated for Adult Education and that \$3,217 be raised as the local share; with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

The School Committee recommends a "Yes" vote.

ORDER #172..... IT IS ORDERED that the Regional Vocational Operating Budget, as approved by the Cooperative Board, for the period July 1, 2019 through June 30, 2020 be approved in the amount of \$1,979,778 (Millinocket's share is \$26,510) with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of the vocational programs

The School Committee recommends a "Yes" vote.

ORDER #173..... IT IS ORDERED that the Regional Vocational Adult Education Operating Budget, as approved by the Cooperative Board for the period July 1, 2019 through June 30, 2020, be approved in the amount of \$41,400 (Millinocket's share is \$3,217), with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of the Adult Education vocation programs.

The School Committee Recommends a "Yes" vote.

ORDER #174..... PROVIDING FOR: Acceptance of State, Federal, or Other Sources of Funds IT IS ORDERED that the Town of Millinocket Town Treasurer is authorized to accept and expend grants, including carryover amounts, from State, Federal or other Sources for the interest of education. Special dedicated revenue budget amounts to be in addition to the amounts appropriated and raised in the general budget \$6,761,627 and the clearing account budget. Amount unknown but estimated to be \$1,570,000. Sources include: Title 1-A, Title II-A, Title V, PreK, Local Entitlement, and others. (Some of these monies are now included in the new EPS funding model adopted in 2005 by the Maine State Legislature.

The School Committee Recommends a "Yes" vote.

ORDER # 175 PROVIDING FOR: Acceptance of Enterprise and Agency Funds
IT IS ORDERED that the Town of Millinocket Town Treasurer is authorized to accept and expend enterprise and agency funds, including any carryover funds, on behalf of the following: with any amounts to be expended in the clearing account budget in addition to amounts appropriated and raised for the general education budget \$6,761,627 and the special revenue budget \$1,570,000. Amount unknown but estimated to be \$495,000. Sources include: Millinocket School Lunch Program, and any others. (Some of these monies are now included in the new EPS funding model adopted in 2005 by the Maine State Legislature).

The School Committee Recommends a "Yes" vote.

BE IT ORDERED, THAT In addition to the amount approved for the total school budget for next fiscal year, the school committee is authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, including the foreign student tuition program and the dual diploma program, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.

ORDER #137-2019

IT IS ORDERED that \$1,704,227 is hereby raised and appropriated and the Officers are authorized to spend said amount for the General Administration Departments of Millinocket as listed below for the Fiscal Year 2020.

General Administration

101	General Government	\$173,331
102	Tax Collector	65,358
103	Elections & Registrations	11,350
104	Town Clerk	41,824
107	Assessing	32,036
108	Municipal Building	71,565
109	Audit	18,000
111	Legal Services	50,000
112	Administration	84,612
814	Human Resources	25,268
300	Fringe	1,130,883
TOTAL:		\$1,704,227

ATTEST _____

Passed by the Town Council _____

ORDER #138-2019

IT IS ORDERED that \$58,606 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Community & Economic Development Departments of Millinocket as listed below for the Fiscal Year 2020.

<u>Community and Economic Development</u>	
114 Planning Code/Enforcement	25,476
115 Economic Development	31,630
213 Enforcement Officials	<u>1,500</u>
TOTAL:	\$58,606

Passed by the Town Council _____

Attest: _____

ORDER #139-2019

IT IS ORDERED that \$1,649,031 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Public Safety and Protection Departments of Millinocket as listed below for the Fiscal Year 2020.

<u>Public Safety and Protection</u>		
201	Police	\$499,842
202	DARE	7,350
203	Fire	33,660
204	Ambulance	156,787
205	Fire and Ambulance General	334,214
206	Community Services	502,000
209	Insurances	102,047
214	Dog Constable	<u>13,131</u>
		\$1,649,031

Passed by the Town Council _____

Attest: _____

ORDER #140-2019

IT IS ORDERED that \$1,426,886 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Public Works Departments of Millinocket as listed below for the Fiscal Year 2020.

<u>Public Works</u>		
402	Public Works Administration	\$ 67,874
403	Public Works Garage	25,650
407	Public Works Roads	801,698
*409	Transfer Site	350,256
902	Cemetery	39,125
<u>1101</u>	<u>Airport</u>	<u>142,283</u>

\$1,426,886

***NOTE:** Line #409 includes addition of \$1,200 for Boot Allowance per Council request approved on June 13, 2019 1st Public Hearing for the Fiscal 2020 Municipal Budget.

Passed by the Town Council _____

Attest: _____

ORDER #141-2019

IT IS ORDERED that \$309,192 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Community and Recreation Services Departments of Millinocket as listed below for the Fiscal Year 2020.

Community and Recreation Services

501	Library	\$56,000
815	General Assistance Aid	26,800
816	Public Health/Welfare Agency	6,200
1002	Recreation	122,692
1009	Snowmobile Trail Grant	92,500
1106	Holiday Observation	5,000
		<hr/>
		\$309,192

Passed by the Town Council _____

Attest: _____

ORDER #142-2019

IT IS ORDERED that \$161,561 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Debt Services and Interest Department of Millinocket as listed below for the Fiscal Year 2020.

Debt and Interest

700	Debt and Interest	\$161,561
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Passed by the Town Council _____

Attest: _____

ORDER #143-2019

IT IS ORDERED that \$969,200 is hereby raised and appropriated and the Officers are authorized to spend said amount for the Capital Improvements Departments of Millinocket as listed below for the Fiscal Year 2020.

Capital Expenditures

1300	Capital Improvements	\$426,200
1301	<u>Special Capital Improvements</u>	<u>\$543,000</u>
Total:		\$969,200

Passed by the Town Council _____

Attest: _____

ORDER #144-2019

PROVIDING FOR Anticipated Revenues and Transfers

IT IS ORDERED that overall anticipated Revenues and Transfers, as attached in the Municipal Revenue Detail Report, in the estimated amount of \$3,576,002 is approved and the Officers are authorized to spend for FY2020.

Passed by the Town Council_____

Attest:_____

ORDER #145-2019

PROVIDING FOR Transfer of Funds from Designated Dog Fee Revenue Reserve Account for the Care of Animals.

IT IS ORDERED that \$4,655 be transferred from the Designated Dog Fee Revenue Reserve Account into the General Fund Budget for FY2020 to provide for eligible costs in the care of animals.

NOTE: These funds are already included in the Order authorizing Anticipated Revenues and Transfers. This Order is offered because the funds will be taken from a Designated Reserve Account, which requires specific Town Council approval.

Passed by the Town Council_____

Attest:_____

ORDER #146-2019

PROVIDING FOR Transfer of Funds totaling \$320,855 from Fund Balance Account

IT IS ORDERED that \$64,516 be transferred from the Heavy Equipment Assigned Fund Balance into the General Fund Budget for FY20 to provide for eligible costs in the Capital Budget.

IT IS FURTHER ORDERED that \$233,013 be transferred from the Unassigned Fund Balance into the General Fund Budget for FY20 to provide for eligible costs in the Capital Budget.

IT IS FURTHER ORDERED that the following anticipated unspent FY19 Budget balances be transferred from the Unassigned Fund Balance into the General Fund Budget for FY20 to provide for eligible costs in the FY20 Budget: \$10,000 Legal Services Department, \$2,826 Economic Development Communications Contract, \$500 Dare Program Office Supplies and \$10,000 Capital Improvements.

NOTE: These funds are already included in the Order authorizing Anticipated Revenues and Transfers. This Order is offered because the funds will be taken from an Assigned and Unassigned Fund Balance Accounts, which requires specific Town Council approval.

Passed by the Town Council _____

Attest: _____

ORDER #147-2019

PROVIDING FOR Authorization for County Tax

IT IS ORDERED that \$231,154 is hereby raised and appropriated and to authorize the Officers to spend for County Tax Assessment for FY2020.

Passed by the Town Council _____

Attest: _____

ORDER #148-2019

PROVIDING FOR Acceptance of State of Maine Funds

IT IS ORDERED that the Town of Millinocket, Town Finance Director and Town Treasurer is authorized to accept, and such acceptance is deemed to have been appropriated revenues and/ or subsidies for the ensuing fiscal year, such funds as Municipal Revenue Sharing Funds, Local Road Assistance Program, General Purpose Aid to Education, Civil Emergency Funds, Snowmobile Registration Money, Tree Growth Reimbursement, General Assistance Reimbursement, Veteran Exemption Reimbursement, Homestead Act Reimbursement, State and Federal Grants in Aid, and other State of Maine Funds as are available at a future date and to authorize the Officers to spend said sums.

(These monies are currently anticipated in the above revenue order and allows the Town to accept these monies for use with FY2020 proposed budget. Acceptance of any new monies will be authorized only by Council Order.)

Passed by the Town Council_____

Attest:_____

PROVIDING FOR A Written Policy Concerning Disbursement of State Fees

WHEREAS, Title 30-A, Section 5603 requires that the Treasurer disburse money only on the authority of a warrant signed and voted on by a majority of the Council; and

WHEREAS, Chapter 29-A of the Administrative Code provides for warrant review and approval; and

WHEREAS, the Town collects certain fees for the State of Maine; and

WHEREAS, the Council is not able to meet weekly to review, sign and vote on warrants for fees due to the State of Maine; and

WHEREAS, Chapter 29-A of the Administrative Code does not address the need to remit state fees on a weekly basis; and

WHEREAS, Title 30-A Section 5603.3 provides that the Council may adopt a written policy to permit the disbursement of state fees when a disbursement warrant has been signed by one or more designated municipal officers.

NOW THEREFORE, IT IS ORDERED that the following written adopted concerning the disbursement of state fees:

1. The Treasurer shall prepare a warrant weekly to disburse state fees;
2. The weekly warrant for fees shall be reviewed and approved by the Finance Director;
3. Upon approval of the weekly warrant for state fees by the Finance Director, any member of the Ad-Hoc Warrant Subcommittee established pursuant to Chapter 29-A of the Administrative Code may review and approve the weekly warrant for state fees and document his or her approval by signing the warrant.
4. The Treasurer is authorized to disburse state fees each week upon presentation of a warrant for that purpose which has been approved by the Finance Director and signed by any member of the Ad Hoc Warrant Subcommittee.
5. Any error in any weekly warrant for state fees shall be corrected by the Treasurer on the next weekly warrant for state fees after discovery of the error.
6. Warrants for state fees approved pursuant to this policy are not subject to review and approval pursuant to Chapter 20-A of the Administrative Code.
7. This policy shall be reviewed and voted on annually by the Council.

Passed by the Town Council _____

Attest: _____

ORDER #150-2019

PROVIDING FOR Disbursement of Employees Wages and Benefits

WHEREAS, the Town Treasurer may disburse money only on the authority of a warrant voted and signed by a majority of the Council; and

WHEREAS, the Council signs warrants on a bi-weekly basis; and

WHEREAS, employees are paid on a weekly basis,

NOW THEREFORE IT IS ORDERED, pursuant to Title 30-A section 5603.2.A.1., that the Town Treasurer is authorized to disburse wages and withholding required by law on the authority of a warrant signed by the Town Manager.

Passed by the Town Council _____

Attest: _____

ORDER #151-2019

PROVIDIDNG FOR Payment of Property Taxes for Multiple Years

IT IS ORDERED THAT We, the Municipal Officers of the Town of Millinocket, upon request of the Tax Collector and Town Treasurer of said Town, hereby authorize and direct said Tax Collector and Town Treasurer pursuant to Title 36, MRSA, Section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.

Passed by the Town Council _____

Attest: _____

ORDER #152-2019

PROVIDING FOR Wastewater Department Anticipated Revenues and Transfers

IT IS ORDERED that the overall anticipated Revenues and Transfers, as listed below in the estimated amount of \$3,090,500 is approved for FY2020 for the Wastewater Department.

2100-1400	Fees	\$1,050,000
1401	Interest/30 Day Notice	15,000
1402	Investment Interest	13,000
1403	Lien Costs Revenue	12,000
1406	Grant/Bond Proceeds	2,000,000
2500-0512	W/W RV Dump	<u>500</u>
		\$3,090,500

Passed by the Town Council _____

Attest: _____

ORDER #153-2019

PROVIDING FOR Wastewater Department Operations

IT IS ORDERED that \$2,859,520 is hereby appropriated for Wastewater Operations Expenditures for FY2020 for the departments listed below.

2100 Administration	\$76,174
2200 Protection (Insurance)	23,574
2300 Fringe Benefits	120,739
2400 Operations of Plant	222,135
2500 Pump Stations	61,900
2600 Collection	49,043
2700 Debt Service	160,955
2800 Capital Expenses	<u>2,145,000</u>
	\$2,859,520

Passed by the Town Council _____

Attest: _____

ORDER #154-2019

PROVIDING FOR Payment of Sewer Bills for Multiple Bills

IT IS ORDERED THAT We, the Municipal Officers of the Town of Millinocket upon request of the Tax Collector and Town Treasurer of said Town, hereby authorize and direct said Tax Collector and Town Treasurer to credit sewer payments to accounts in the same manner as real estate payments; and

WHEREAS, real estate tax payments are allocated to the oldest outstanding tax bill; and

WHEREAS, the statutory reference in section 104-16 of the Sewer Ordinance has not been updated to reflect repeal of Title 30 MRSA and enactment of Title 30-A;

NOW THEREFORE, IT IS ORDERED AS FOLLOWS:

The Tax Collector and Town Treasurer are hereby directed to credit payments for sewer system use charges in chronological order beginning with the oldest unpaid sewer system use charge, provided however, that no such payment may be applied to any charge for which an abatement application or appeal is pending unless approved in writing by the sewer fee payer.

IT IS FURTHER ORDERED THAT sewage system rates, fees or user charges not paid within 90 days of when due shall be collected in accordance with Chapter 104, Section 104-16 of the Millinocket Code and Title 30-A MRSA Section 3406.

Passed by the Town Council _____

Attest: _____

**Line Item Articles for Approval of the
Millinocket School Department Budget
2019-2020**

ORDER #155-2019

PROVIDING FOR: Appropriation for System Administration (School)

IT IS ORDERED that \$878,908 is hereby raised and appropriated for School System Administration for Fiscal 2020.

Recommended: \$878,908

Passed by the Town Council _____

Attest: _____

ORDER #156-2019

PROVIDING FOR: Appropriation for School Administration

IT IS ORDERED that \$380,437 is hereby raised and appropriated for School Administration for Fiscal 2020.

Recommended: \$380,437

Passed by the Town Council _____

Attest: _____

ORDER #157-2019

PROVIDING FOR: Appropriation for Regular Instruction

IT IS ORDERED that \$ 2,227,463 is hereby raised and appropriated for Regular Instruction for Fiscal 2020

Recommended: \$2,227,463

Passed by the Town Council_____

Attest:_____

ORDER #158-2019

PROVIDING FOR: Appropriation for Special Education

IT IS ORDERED that \$1,084,706 is hereby raised and appropriated for Special Education for Fiscal 2020.

Recommended: \$1,084,706

Passed by the Town Council _____

Attest: _____

ORDER #159-2019

PROVIDING FOR: Appropriation for Student and Staff Support

IT IS ORDERED that 441,615 is hereby raised and appropriated for Student and Staff Support for Fiscal 2020.

Recommended: \$441,615

Passed by the Town Council _____

Attest: _____

ORDER #160-2019

PROVIDING FOR: Appropriation for Other Instruction

IT IS ORDERED that \$252,736 is hereby raised and appropriated for Other Instruction for Fiscal 2020.

Recommended: \$252,736

Passed by the Town Council _____

Attest: _____

ORDER #161-2019

PROVIDING FOR: Appropriation for Career and Technical Education

IT IS ORDERED that \$ 26,510 is hereby raised and appropriated for Career and Technical Education for Fiscal 2020.

Recommended: \$26,510

Passed by the Town Council _____

Attest: _____

ORDER #162-2019

PROVIDING FOR: Appropriation for Facilities Maintenance

IT IS ORDERED that \$1,109,495 is hereby raised and appropriated for Facilities Maintenance for Fiscal 2020.

Recommended: \$1,109,495

Passed by the Town Council _____

Attest: _____

ORDER #163-2019

PROVIDING FOR: Appropriation for Transportation and Busses

IT IS ORDERED that \$253,832 is hereby raised and appropriated for Transportation and Busses for Fiscal 2020.

Recommended: \$253,832

Passed by the Town Council _____

Attest: _____

ORDER #164-2019

PROVIDING FOR: Appropriation for Debt Services and Other Commitments

IT IS ORDERED that \$ 97,708 is hereby raised and appropriated for Debt Services and Other Commitments for Fiscal 2020.

Recommended: \$97,708

Passed by the Town Council _____

Attest: _____

ORDER #165-2019

PROVIDING FOR: Appropriation for All Other Expenditures

IT IS ORDERED that \$8,217 is hereby raised and appropriated for All Other Expenditures for Fiscal 2020.

Recommended: \$8,217

Passed by the Town Council _____

Attest: _____

ORDER #166-2019

PROVIDING FOR Appropriation for Total Cost of Funding Public Education

IT IS ORDERED that \$4,727,557 be appropriated for the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act and that \$1,348,398 be raised as the municipality's contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs, and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688. The School Committee Recommends \$1,348,398

Explanation: The Municipality's contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.

Passed by the Town Council _____

Attest: _____

ORDER #167-2019

PROVIDING FOR Appropriation for Debt Services

IT IS ORDERED that \$97,708 be raised and appropriated for the annual payments on debt service previously approved by the municipality's legislative body for non-state-funded school construction projects, on-state-funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the municipality's contribution to the total cost of funding public education from prekindergarten to grade 12.

The School Committee Recommends \$97,708

Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the municipality's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or other legislative body.

Passed by the Town Council _____

Attest: _____

Article for Additional Local Funds requires approval by a majority of the entire school committee membership and approval by a majority of the entire council membership.

ORDER #168-2019

PROVIDING FOR Appropriation of Additional Local Funds

IT IS ORDERED that **\$1,357,173** be raised and appropriated in additional local funds, which exceeds the State's Essential Programs and Services allocation model by **\$43,775** as required to fund the budget recommended by the School Committee. The School Committee recommends **\$1,357,173** for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by ***\$43,775**: The EPS formula does not reflect the actual cost of funding education in rural areas where education may cost more because of its smaller size as compared to larger city schools. Therefore, monies will provide revenues to fully fund programs and operate schools, as well as, contractual obligations, areas excluded under EPS such as 504 programs, extra and co-curricular activities, capital improvements and repairs, etc.

Explanation: The additional local funds are those locally raised funds over and above the Town's local contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the Town's budget for educational programs.

Passed by the Town Council _____

Attest: _____

Total Budget Article for Funding K-12 Education

ORDER #169-2019

IT IS ORDERED that the School Committee be authorized to expend
\$ 6,761,627 for the fiscal year beginning July 1, 2019 and ending June 30, 2020 from the
municipality's contribution to the total cost of funding public education from prekindergarten to
grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded
school construction projects, additional local funds for school purposes under the Maine Revised
Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and
other receipts for the support of schools.
The School Committee Recommends **\$6,761,627**

Passed by the Town Council _____

Attest: _____

ORDER #170-2019

IT IS ORDERED that the municipality/district/unit will raise and to appropriate \$5,000 in additional local dollars in support of the food service program.

The School Committee Recommends \$5,000

Passed by the Town Council _____

Attest: _____

ORDER #171-2019

IT IS ORDERED that \$3,217 be appropriated for Adult Education and that \$3,217 be raised as the local share; with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

The School Committee recommends a "Yes" vote.

Passed by the Town Council _____

Attest: _____

ORDER #172-2019

IT IS ORDERED that the Regional Vocational Operating Budget, as approved by the Cooperative Board, for the period July 1, 2019 through June 30, 2020 be approved in the amount of \$1,979,778 (Millinocket's share is \$26,510) with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of the vocational programs

The School Committee recommends a Yes vote

Passed by the Town Council _____

Attest: _____

ORDER #173-2019

IT IS ORDERED that the Regional Vocational Adult Education Operating Budget, as approved by the Cooperative Board for the period July 1, 2019 through June 30, 2020, be approved in the amount of **\$41,400** (Millinocket's share is \$3,217), with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and well-being of the Adult Education vocation programs.

The School Committee Recommends a "Yes" vote

Passed by the Town Council _____

Attest: _____

ORDER #174-2019

PROVIDING FOR: Acceptance of State, Federal, or Other Sources of Funds

IT IS ORDERED that the Town of Millinocket Town Treasurer is authorized to accept and expend grants, including carryover amounts, from State, Federal or other Sources for the interest of education. Special dedicated revenue budget amounts to be in addition to the amounts appropriated and raised in the general budget \$6,761,627 and the clearing account budget. Amount unknown but estimated to be \$1,570,000. Sources include: Title 1-A, Title II-A, PreK, Local Entitlement, TIF 4, and others. (Some of these monies are now included in the new EPS funding model adopted in 2005 by the Maine State Legislature.

The School Committee Recommends a "Yes" vote.

Passed by the Town Council _____

Attest: _____

PROVIDING FOR: Acceptance of Enterprise and Agency Funds

IT IS ORDERED that the Town of Millinocket Town Treasurer is authorized to accept and expend enterprise and agency funds, including any carryover funds, on behalf of the following: with any amounts to be expended in the clearing account budget in addition to amounts appropriated and raised for the general education budget \$6,761,627 and the special revenue budget \$1,570,000.

Amount unknown but estimated to be \$495,000. Sources include: Millinocket School Lunch Program, and any others. (Some of these monies are now included in the new EPS funding model adopted in 2005 by the Maine State Legislature).

The School Committee Recommends a "Yes" vote.

BE IT ORDERED, THAT In addition to the amount approved for the total school budget for next fiscal year, the school committee is authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, including the foreign student tuition program and the dual diploma program, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.

Passed by the Town Council _____

Attest: _____

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 June 27, 2019

- 1. Next Regular Council Meetings held in Council Chambers at 4:30 p.m.**
 - A. July 11, 2019**
 - B. July 25, 2019**
- 2. Solar Farm-Waiting for Dean to approve the contracts sent by Emera so I can sign them and move to the next step.**
- 3. Meeting with Bangor City Council-Is the Council interested in setting a date to meet with the Bangor City Council?**
- 4. Millinocket Heritage Square-I have tried to connect with someone from the Upper Valley Economic Corporation and the Katahdin Tourism Partnership to see what the plan is for the lot on the corner of Central and Main Street. As of this writing, I have been unable to do so.**
- 5. Zone Change on Penobscot Avenue-Steve Golieb would like to discuss this at Thursday's Council meeting. Attached is a copy of the emails he shared with Planning Board Director, Tony Filaro.**
- 6. Contractor Meeting For Sewer Project-Plan to start on July 22, finish on November 7, and pave in the spring of 2020. Mandy will send letters to the homeowners explaining the process.**

Department Updates

Public Works

- **Line painting on main collector roads completed. Still need to finalize the Main Street parking bays and crosswalks. Continue with mowing and trimming as well as storm drain repairs. Received quote of \$74/ton from B+B Paving for machine-placed hot top. Not a big**

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

increase from last year. Public Works will purchase its salt from Morton Salt again this winter as they came in with the low bid of \$58.77/ton.

Transfer Station

- Working on a contract with Maine Resource Recovery to provide a container for disposal of solid waste to separate from sheetrock, carpet, fabric furniture, box springs and mattresses. Will haul wood ash to Dolby Landfill next week. East Millinocket and Medway will participate in this event also.

Airport

- Attended Capital Improvement Program (CIP) with the FAA, Hoyle Tanner, and the Maine Department of Transportation (MDOT). Completion of The Snow Removal Equipment (SRE) building within weeks. Vendor needs to honor the "Buy America" agreement to purchase the SRE equipment. Hoyle Tanner working on rehabilitation of both runways at an estimated cost of \$5m to \$9m. The Town needs to have the 5% match in place before the FAA would award the grant.

Cemetery

- Mowing, trimming, and burials. Concern with residents walking at the cemetery while crew is conducting maintenance (need to shut mower down while people walk by, crossing in front of backhoe and stepping over outriggers while digging graves). Signs posted between sections to warn people but may have to do more to get people to comply and prevent injury.

Wastewater Treatment Plant

- Busy with maintenance, testing, and mowing the grounds. Removed rocks in the area where new paving will occur. LD 1743 (An act to reclassify Certain Waters of the State) signed into law by the Governor on June 7th. This will change the segment of Millinocket Stream to the Penobscot River from class C to class B. This will

TOWN OF MILLINOCKET

John Davis, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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Web Site: www.millinocket.org

require more stringent testing in the future. We will know the extent of the testing when we apply for our next discharge licensing.

Police Department

- Responded to 205 incidents from June 7 to June 21 ranging in scope of citizen/agency assists, medical calls, disorderly conduct, and suspicious noise problems. Made arrests for assault and disorderly conduct. Conducted bail violation and bail checks on seven people.
- The Chief is continuing to work shifts while an officer is out on sickness.
- Personnel issues ongoing.
- Administering training for Millinocket and area police departments in writing an effective search warrant, patrol response to major crimes, conducting pre-employment background investigations, and cannabis/alcohol impairment.
- Ongoing training for Officer Winslow and a reserve officer.
- Continuing search for a larger reserve force and have several candidates interested in filling a permanent vacancy.

- Held Chief's meeting in Millinocket with East Millinocket and Lincoln to better communicate intelligence gathered and to distribute that intel to officers on the streets.
- Taught health class on the tenth-grade level on the effects of alcohol and marijuana as it relates to driving.
- Scheduled first "Coffee with a Cop" event. Will take place at McDonalds on Wednesday, June 26, from seven to ten a.m.

Fire & Ambulance

- Conducted EMS training on basic skills for EMT's and spare drivers as well as FF training session on portable pumps and drafting with fire trucks.
- One FF/Medic out on illness.
- Continue to install smoke alarms through the Red Cross Program.

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

-
- Attended Lunch and Learn program at MRH on opioids and the effects presented by Dr. Nissen and a National Fire Protection Association annual conference in San Antonio Texas.
 - Took re-certification class for Child Passenger Safety Technician.
 - Did two foster home inspections with DHHS.

Health Officer

- Followed up on a complaint about a sewer line. No issue.
- Spoke with resident about mold in his apartment. Did not find an issue with mold.

Recreation

- Staff training on Wednesday.
- Working at the pools and Medway Recreation Area for opening day on Monday, June 24.
- Held lifeguard recertification class.

Administration

Treasurer

- Working on year end budget items.
- Trying to get ambulance billing process straightened out.

Tax Collector

- Thirty-day notice period expired on June 24, 2019. Will deliver liens to the registry on Friday, June 28, 2019. There is \$262,000 of real estate taxes due for FY19.
- Will complete MV and boat excise monthly reports next week.
- New Wastewater billing procedure will begin next week.

Tax Assessor

- Frede has taken 1,500 photos of houses.
- Still entering personal property declarations.
- Experiencing computer issues.

TOWN OF MILLINOCKET

John Davis, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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

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Code Enforcement Officer

- Continue to look for property maintenance issues.
- Dealing with complaints.
- Set up new computer for Code Enforcer.
- Networked Code and Assessing office so we can both be on the network and printer.
- Rearranged office to be more efficient.
- Worked on yard sale ordinance.
- Worked on smoking resolve to prohibit vaping.

Town Clerk

- Daily/Weekly reconciliations for month end state reports.
- Completed minutes for June 13, 2019, Council meeting.
- Central voter updates with additions, deletions, and corrections.
- Cemetery billing, invoicing, and processing payments.
- Updates to cemetery logs, cards, and map.
- Preparation for FY20 budget adoptions.

Human Resource/Welfare Director

- Personnel issues.
- Payroll & A/P warrants.
- Worked window and answered phone.
- Worked with vendors.

Manager

- Personnel issues.
- Meetings with Council & Our Katahdin.
- Phone conferences with potential business clients.
- Managing public concerns.

John Davis

From: Steve Golieb <stevegolieb@gmail.com>
Sent: Monday, June 24, 2019 1:23 PM
To: John Davis
Subject: Fwd: Zone Change on Penobscot Avenue

Sent from my iPhone

Begin forwarded message:

From: Anthony Filauro <filauroa@yahoo.com>
Date: June 24, 2019 at 10:41:18 AM EDT
To: Steve Golieb <stevegolieb@gmail.com>
Subject: Re: Zone Change on Penobscot Avenue

Steve,

Setback requirements applies to building structures, etc. but not driveways. Parking does not have setback requirements; however there are regulations pertaining business parking arrangements.

Tony

On Monday, June 24, 2019, 8:24:12 AM EDT, Steve Golieb <stevegolieb@gmail.com> wrote:

Thanks so much for this information. This is definitely something I'd like to pursue as an individual citizen, not on behalf of the council (I'm looking to do my own development, so there would be a conflict of interest). I'll ask John to put it on the managers report for council discussion.

It definitely seems the NC zone would be a best fit for this. Less disruptive for sure. I'm guessing setbacks don't apply to driveways? Parking? Thanks

On Sat, Jun 22, 2019 at 10:16 AM Anthony Filauro <filauroa@yahoo.com> wrote:

Steve,

I've thought about your inquiry concerning a zone change on Penobscot Avenue, adjacent to Memorial Park. That area is currently zoned R1 (Downtown Residential); however it can be changed to Downtown Commercial (DC) or Neighborhood Commercial (NC), with town approval.

The two zones (DC & NC) allow similar commercial businesses; however the NC zone would not allow a commercial complex such as a shopping mall.

Other differences between the two zones involves: maximum lot coverage, setback requirements, road frontage and building height.

The DC zone allows 90% coverage, while the NC zone allows 60% coverage.

The DC zone has no setback requirements from property lines, except there is a ten foot setback along the back line. The NC zone has setbacks of 20' and 10' along the front yard and the side and rear yards, respectively.

There's a required 50' road frontage in the DC zone and a 75' frontage in the NC zone. Maximum building height is 40' in the DC zone and 30' in the NC zone.

If the town expanded to a commercial zone, the NC zone would be the less disruptive. Call me if you want to discuss this further (723-9401 or 731-7752). If this moves forward, I'd like to have it come before the Planning Board. Thanks.

Tony



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

June 21, 2019

To: Harold Davis, Town Manager

From: Ralph Soucier, Public Works Director

Subject: Public Works Activity Report

Public Works:

Line Painting on main collector roads complete. Main Street parking bays and crosswalks remain to be done next week by public works.

Mowing and trimming roadside and parks.

Storm drain repairs are ongoing.

B+B Paving has quoted a \$74/ton machine placed hot top contract this year not much of an increase from last year's prices.

County Salt Bid came back favorable as follows: Harcross Chemicals = \$75.50/ton

New England Salt = \$61.70/ton

Morton Salt = \$58.77/ton

We will be going with Morton Salt again this winter through the Penobscot County Bid. Medway, East, and Millinocket all participate in the County Bid together.

Transfer Station:

Working on a contract with Maine Resource Recovery to provide a container for disposal of solid wastes to be separated out such as Sheetrock, Carpet, Fabric Furniture, Box Springs, and Mattresses. These items will be shipped to another location.

Wood ash will be hauled next week to Dolby landfill by public works. All three Towns participate in this event together to keep disposal costs low.

Airport:

Had our annual CIP meeting with the FAA, engineering, and MDOT yesterday. The SRE building project should be closed out in a couple of weeks. The new snow removal equipment bids have come back, and the FAA is requiring that we use the "Buy America" agreement which the vendor will honor before purchase can be made. It takes about 30 weeks after the grant is awarded to the Town before the equipment will arrive. Hoyle Tanner is working on rehabilitating of both runways as the condition of the pavement is getting in rough shape. We had the MDOT crack seal both runways for pavement preservation a few years ago now. The estimated cost of the runway reconstruction would be around 5-9 M dollars. Grant match of 5% would have to be in place before the FAA would award the grant.

Cemetery: Busy mowing, Trimming, and doing burials.

The biggest concern is residents walking around during us doing maintenance. We have had to shut the mower down while people walk by and we have had a couple of incidents where people have crossed in front of us while digging a grave with the back-hoe stepping over the machines

out riggers! We have posted signs between the sections to warn people but may have to do more to prevent injury to the public while we are mowing and preparing grave sites for burials.

Respectfully Submitted,
Ralph T. Soucier
Director Millinocket Public Works

MEMO

Millinocket Wastewater Treatment Facility

June 21, 2019

To: John Davis, Town Manager

From: Jim Charette, Superintendent

Re: WW Operations Report

We are busy with all of the required testing and regular maintenance. We are busy with mowing and grounds maintenance throughout the facilities. We have removed all the rocks in the area where the new paving will be done. The area is ready for the paving crew to come and do their thing. LD 1743 (An Act to Reclassify Certain Waters of the State) was signed into law by the Governor on June 17th. The river reclassification will go into law on September 19, 2019. This will change the segment of Millinocket Stream to the Penobscot River from class C to class B. This means that in the near future, testing requirements will be much more stringent and harder to meet. We will see how much during the next discharge relicensing for the Treatment Facility.

FW: FW: Maine water quality re-classifications – Maine legislative events

Meidel, Susanne K <Susanne.K.Meidel@maine.gov>

Thu 6/20/2019 4:35 PM

Cc:Meidel, Susanne K <Susanne.K.Meidel@maine.gov>;

Please distribute this notice as appropriate.

Final update on LD 1743, An Act to Reclassify Certain Waters of the State: Governor Mills signed the bill into law on June 17 and the re-classifications will become effective on September 19, 2019. The chaptered version of the bill can be found here.

Susanne Meidel

Water Quality Standards Coordinator in the Bureau of Water Quality

Maine Department of Environmental Protection

Augusta, ME 04333

Phone: 207 / 441-3612

From: Meidel, Susanne K

Sent: Tuesday, June 11, 2019 1:56 PM

Cc: Meidel, Susanne K <Susanne.K.Meidel@maine.gov>

Subject: FW: Maine water quality re-classifications – Maine legislative events

Please distribute this notice as appropriate.

Legislative Document (LD) 1743, An Act to Reclassify Certain Waters of the State has now been considered by the Joint Standing Committee on Environment and Natural Resources of Maine's 129th Legislature. The Committee held a public hearing on the bill on May 23 and a work session on May 30, 2019. On June 4, the Committee reported the bill out unanimously as 'Ought To Pass As Amended'. The House passed the bill on June 6 and the Senate on June 10. Information on the procedural details can be obtained on the web page for LD 1743. The bill now awaits signature by Governor Mills. The bill will become effective 90 days after the Legislature adjourns.

Susanne Meidel

Water Quality Standards Coordinator in the Bureau of Water Quality

Maine Department of Environmental Protection

Augusta, ME 04333

Phone: 207 / 441-3612

From: Meidel, Susanne K

Sent: Tuesday, May 14, 2019 7:20 PM

Cc: Meidel, Susanne K <Susanne.K.Meidel@maine.gov>

Subject: Maine water quality re-classifications – Maine legislative events

Please distribute this notice as appropriate.

Memo

To: Town Manager
From: Chief of Police
CC: Town Council
Date: June 21, 2019
Re: Activity report

- We generated and responded to 205 Incidents since June 7, 2019 to June 21, 2019.
- Major incidents for the time period were 19 citizen/agency assists, 8 medical calls, 20 Information complaints, 11 welfare checks, 4 PD accidents, 5 disorderly conducts, 5 wanted outs, suspicious and noise problems, 10 - 911 hang ups and 11 family fight calls. Made several arrests, Assault, Disorderly conduct, Bail violation and several bail checks were done on 7 different people.
- Chiefs report
 - I am continuing to support patrol with shift work on the day shift, while an officer is out due to an illness.
 - Came in once to cover for prisoner transport during the overnights.
 - Personnel issues - ongoing
 - Scheduled training for Millinocket officers and area police departments in the following areas for the month of October;
 - Writing an effective search warrant,

- Patrol Response to Major Crimes and managing major cases,
- Conducting Pre-Employment background investigations
- Cannabis / Alcohol Impairment Detection Lab.

This training is being provided by a private contractor at no expense to Millinocket. It gives me the opportunity to send two officers to training for each class, at no cost and our only obligation is to provide a classroom and snacks during the breaks. Discussions are being held to expand this class schedule and subjects, more to come.

- Attended a Knights of Columbus Meeting and they have offered to purchase another Taser for our use in patrol. This purchase will allow for each officer on patrol to carry one, thus ensuring the use of force continuum is available, which lowers the Town of Millinocket's overall liability.
- Ongoing training for Ofc. Winslow, the reserve component and they is progressing nicely.
- Rollcall training this week consisted of an OUI refresher training that we access via online.
- In the process of reviewing a policy that will be presented to the members in the near future.
- Continuing our search for a larger reserve component and attempting to fill a vacancy, I have several candidates in the process.
 - Jasper, Elizabeth – Polygraph and Psyche exam scheduled.
 - Interview on Monday the 24th with a UMPI graduate.
- Held a Chief's meeting in Millinocket with the East Millinocket and Lincoln Chief to better communicate intelligence gathered from our ranks and to distribute that intel to the Officers on the Streets (Boots on the Ground).
- Taught a health class at the 10th grade level on the effects of alcohol and marijuana as it relates to driving.
- Would like to remind everyone that I have scheduled the first of many, "Coffee with a Cop" events, being held at McDonalds on Wednesday the 26th from 7am to 10am. Please stop by and have a cup of coffee or whatever your favorite breakfast beverage is.



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

Manager Davis,

Conducted EMS training session on Basic Skills for EMT'S and Spare Drivers.

Conducted FF training session on portable pumps and also drafting with Fire Trucks.

Have one FF/Paramedic out on injury, also one out on sick leave.

Continued to install smoke alarms for residents through American Red Cross Program.

Attended budget workshops.

Attended a Lunch and Learn program at MRH on Opioids and the effects by Dr. Nisin.

Chief attended the National Fire Protection Associations annual conference in San Antonio, Texas. Serves as the Public Education Representative for the State of Maine.

Chief took re-certification class for Child Passenger Safety Technician.

Follow up on Victaular Licenses that were not yet renewed.

Completed yearly checks on business required to have alarm test as well as sprinkler test done on quarterly basis.

Did 2 foster home inspections with DHHS.

06/24/2019

Chief Malcolm



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

Manager Davis,

Followed up on complaint about defective sewer line issue, found to be not an issue.

Spoke with gentleman about mold issue in his apartment, was asked to check and did so finding was not a mold issue.

06/24/2019

Chief Malcolm
Health Officer
Town of Millinocket

John Davis

From: Jody Nelson <jodynelson@zwi.net>
Sent: Thursday, June 20, 2019 3:57 PM
To: John Davis
Subject: Re: Activity Report

We had staff training on Wednesday, working at the pools and Medway Recreation Area getting ready to open Monday

Had a lifeguard class and lifeguard recertification class this week.

Jody

From: John Davis
Sent: Thursday, June 20, 2019 3:46 PM
To: Craig Worster ; Diana Lakeman ; Jim Charette ; Lori Santerre ; Lorna Thompson ; Mary Alice Cullen ; Ralph Soucier ; Richard Angotti ; Tom Malcolm ; Jody Nelson
Subject: Activity Report

Please have your activity report to me by noon on Friday.



Virus-free. www.avg.com

John Davis

From: Jesse Dumais
Sent: Tuesday, June 25, 2019 10:00 AM
To: John Davis
Subject: 6/27/2019 TOWN COUNCIL MEETING

AS OF 6/24/2019 THE 30 DAY NOTICE PERIOD HAS EXPIRED AND LIENS WILL BE DELIVERED TO THE REGISTRY FRIDAY 6/28/2019. AS OF THIS DATE THERE ARE 199 UNPAID FY 2019 RE TAXES TO THE TUNE OF \$262,000 APPROX.

NEXT WEEK ILL BE COMPLETING THE COUNTY MV AND BOAT EXCISE MONTHLY REPORTS, AS YOU CAN SEE WEVE HAD AN EXTREMELY HIGH VOLUME OF BOATS AND MV MONTH FOR EXCISE.

WEEKLY STATE MV REPORTING IS BEING PROMPTLY PROCESSED PER REQUEST OF BMV BECAUSE OF END OF FISCAL YEAR.

ALSO NEXT WEEK IM BEGINNING THE NEW PROCESS OF W/W BILLING AND GETTING THAT INFORMATION SENT TO HYGRADE FOR DELIVERY HOPEFULLY THAT TRANSITION IS SMOOTH.

AND OF COURSE HANDLING DAY TO DAY OFFICE ACTIVITIES MAIL,PHONES, EMAILS....ETC.

RESPECTFULLY SUBMITTED,

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

John Davis

From: Lorna Thompson
Sent: Thursday, June 20, 2019 3:59 PM
To: John Davis
Subject: RE: Activity Report

Frede has taken 975 photos to date

We are still entering the personal property declarations

Today was another day of significant computer issues. I am still not able to access all of my TRIO files.

From: John Davis <manager@millinocket.org>
Sent: Thursday, June 20, 2019 3:46 PM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Lorna Thompson <assessor@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Richard Angotti <Code@millinocket.org>; Tom Malcolm <ChiefMalcolm@millinocket.org>; Jody Nelson <jodynelson@gwi.net>
Subject: Activity Report

Please have your activity report to me by noon on Friday.

John Davis

From: Richard Angotti
Sent: Friday, June 21, 2019 7:06 AM
To: John Davis
Subject: RE: Activity Report

Continue to look for property maintenance violations.

Issuing permits

Deal with complaints

Setup new computer for code officer

Network code and assessing office so we could both be on the network and also networked the printer.

Rearranged office to be more efficient.

Worked on Yard Sale ordinance and sent draft to council

Worked on smoking resolve and sent to manager and council

From: John Davis <manager@millinocket.org>

Sent: Thursday, June 20, 2019 3:46 PM

To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Lorna Thompson <assessor@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Richard Angotti <Code@millinocket.org>; Tom Malcolm <ChiefMalcolm@millinocket.org>; Jody Nelson <jodynelson@gwi.net>

Subject: Activity Report

Please have your activity report to me by noon on Friday.

John Davis

From: Diana Lakeman
Sent: Friday, June 21, 2019 10:18 AM
To: John Davis
Subject: RE: Activity Report

Town Clerk:

- Daily/weekly reconciliations for month end state reports
- Finalized minutes for June 13, 2019 Council meeting
- Central Voter updates with addition/deletions/corrections
- Cemetery billing/invoicing/processing payments
- Updates to cemetery logs/cards/map
- Preparations for FY20 budget meeting/school budget adoption/election
- Window/phone/email/fax daily inquiries and transactions

Diana M. Lakeman

Town Clerk/Deputy Tax Collector
Registrar of Voters
197 Penobscot Avenue
Millinocket, Maine 04462
Telephone: 207-723-7007
Fax: 207-723-7002
townclerk@millinocket.org

From: John Davis <manager@millinocket.org>
Sent: Thursday, June 20, 2019 3:46 PM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Lorna Thompson <assessor@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Richard Angotti <Code@millinocket.org>; Tom Malcolm <ChiefMalcolm@millinocket.org>; Jody Nelson <jodynelson@gwi.net>
Subject: Activity Report

Please have your activity report to me by noon on Friday.

John Davis

From: Lori Santerre
Sent: Friday, June 21, 2019 10:54 AM
To: John Davis
Subject: Report

Personnel Issues
Payroll/AP's
Window/Phone
Working with Vendors

Lori A Santerre
Human Resource Director
197 Penobscot Ave.
Town of Millinocket
207-723-7000 x5

TOWN OF MILLINOCKET

RESOLUTION TO PROMOTE THE HEALTH AND SAFETY OF THE TOWN OF MILLINOCKET RESIDENTS, VISITORS AND EMPLOYEES BY ESTABLISHING ALL TOWN-OWNED PROPERTY AS TOBACCO-FREE ZONE

WHEREAS, the Town of Millinocket, Maine advocates and promotes the good health and quality of life for its citizens, visitors, employees: and

WHEREAS, tobacco use is the single most preventable cause of death and disease in the United States, as well as in the State of Maine, leading to more deaths than most leading causes combined (including AIDs, alcohol, illegal drugs, motor vehicle accidents, firearms, murders, suicides, and fire); and

WHEREAS, secondhand smoke and vapor contains many harmful chemicals and cancer-causing agents and is a serious health risk to humans, especially infants, children, and pregnant woman; and increases a nonsmoker's risk for asthma, heart disease, and lung cancer; and

WHEREAS, smokeless tobacco products are tobacco products containing many harmful chemicals and cancer- causing agents, and their use is associated with cancers of the mouth, gums, tongue, and throat; and

WHEREAS, the Town of Millinocket runs many recreational programs on properties owned or leased to the Town of Millinocket, and

WHEREAS, tobacco use in and around these recreational facilities creates the particular circumstance of young people being encouraged and coached by adults to do things beneficial to their health, while at the same time they observe adults and older youth using tobacco products and/or are adversely effected as a result of exposure to secondhand smoke and spit saliva: and

WHEREAS, staff and coaches are important role models for the youth that participate in community recreation activities, and whereas what coaches promote is respected and imitated by youth; and

WHEREAS the Town of Millinocket employs several people who are protected under Maine law (22M.R.S §1580-A) and

WHEREAS the mission of the Town of Millinocket is to provide healthy activities; it has an obligation to prohibit those activities which it deems contrary to this mission; and

WHEREAS, tobacco-use, exposure to second-hand smoke and exposure to tobacco saliva are contrary to enhancing the quality of life and providing safe environments for these experiences: and;

WHEREAS good communication informs the public and aids compliance with this and

WHEREAS the intent of this resolve is to encourage a tobacco-free environment for residents, visitors, employees, and not alienate adults who choose to use tobacco products;

NOW, THEREFORE, BE IT RESOLVED BY THE MILLINOCKET TOWN COUNCIL does declare that its properties are tobacco-free and specifically restricts the use of any tobacco product, *including but not limited to* cigarettes, e- cigarettes, vaping pens, cigars, smokeless tobacco products and any new tobacco products of any and all types, on, in or at the Town of Millinocket Cemeteries, Parks and Recreation grounds/facilities (athletic fields, playgrounds as well as all grounds within town-owned property lines) and any municipal grounds/buildings *except* for designated employee smoking areas, as specified per building.

The following guidelines shall direct the reasonable accommodation to be observed under this resolution's adoption:

- Sidewalks/parking lots/state highways adjacent to Town owned property shall be exempt from this resolve (22 M.R.S.A. §1542)
- Tobacco, e-cigarette and vaping pen use on all school grounds being used by the Town of Millinocket shall be prohibited by State law. (22 MRS §1578-B)
- Designated smoking areas shall be at least 20 ft. from any entrance, window, vent or doorway which would allow secondhand smoke to circulate back into the building *is prohibited*, by Maine state law (22.M.S.R.A §1580-A)
- Employees are permitted to smoke in any designated area, an employee's personal vehicle, and any portion of grounds that is outside the limitations of this resolution.
- Per personnel rules, employees are prohibited from smoking in any Town-owned equipment or Town vehicle

Attest: Diana M. Lakeman, Town Clerk

Date: _____

TOWN OF MILLINOCKET

RESOLUTION TO PROMOTE THE HEALTH AND SAFETY OF THE TOWN OF MILLINOCKET RESIDENTS, VISITORS AND EMPLOYEES BY ESTABLISHING ALL TOWN-OWNED PROPERTY AS TOBACCO-FREE ZONE

WHEREAS, the Town of Millinocket, Maine advocates and promotes the good health and quality of life for its citizens, visitors, employees: and

WHEREAS, tobacco use is the single most preventable cause of death and disease in the United States, as well as in the State of Maine, leading to more deaths than most leading causes combined (including AIDs, alcohol, illegal drugs, motor vehicle accidents, firearms, murders, suicides, and fire); and

WHEREAS, secondhand smoke [and vapor](#) contains many harmful chemicals and cancer-causing agents and is a serious health risk to humans, especially infants, children, and pregnant woman; and increases a nonsmoker's risk for asthma, heart disease, and lung cancer; and

WHEREAS, smokeless tobacco products are tobacco products containing many harmful chemicals and cancer-causing agents, and their use is associated with cancers of the mouth, gums, tongue, and throat; and

WHEREAS, the Town of Millinocket runs many recreational programs on properties owned or leased to the Town of Millinocket, and

WHEREAS, tobacco use in and around these recreational facilities creates the particular circumstance of young people being encouraged and coached by adults to do things beneficial to their health, while at the same time they observe adults and older youth using tobacco products and/or are adversely effected as a result of exposure to secondhand smoke and spit saliva: and

WHEREAS, staff and coaches are important role models for the youth that participate in community recreation activities, and whereas what coaches promote is respected and imitated by youth; and

WHEREAS the Town of Millinocket employs several people who are protected under Maine law (22M.R.S §1580-A) [and](#)

WHEREAS the mission of the Town of Millinocket is to provide healthy activities; it has an obligation to prohibit those activities which it deems contrary to this mission; and

WHEREAS, tobacco-use, exposure to second-hand smoke and exposure to tobacco saliva are contrary to enhancing the quality of life and providing safe environments for these experiences: and;

WHEREAS good communication informs the public and aids compliance with [this resolve](#) ~~policeies~~; and

WHEREAS the intent of this [resolve](#) ~~policy~~ is to encourage a tobacco-free environment for residents, visitors, employees, and not alienate adults who choose to use tobacco products;

NOW, THEREFORE, BE IT RESOLVED BY THE MILLINOCKET TOWN COUNCIL does declare that its properties are tobacco-free and specifically restricts the use of any tobacco product, *including but not limited to* cigarettes, e- cigarettes, [vaping pens](#), cigars, smokeless tobacco products and any new tobacco products of any and all types, on, in or at the Town of Millinocket Cemeteries, Parks and Recreation grounds/facilities (athletic fields, playgrounds as well as all grounds within town-owned property lines) and any municipal grounds/buildings *except* for designated employee smoking areas, as specified per building.

The following guidelines shall direct the reasonable accommodation to be observed under this resolution's adoption:

- Sidewalks/parking lots/state highways adjacent to Town owned property shall be exempt from this [resolve](#) ~~proclamation~~. ([22M.R.S.A. §1542](#))
- Tobacco, [e-cigarette and vaping pen](#) use on all school grounds being used by the Town of Millinocket shall be prohibited by State law. ([22 MRS §1578-B](#))
- Designated smoking areas shall be at least 20 ft. from any entrance, window, vent or doorway which would allow secondhand smoke to circulate back into the building *is prohibited*, by Maine state law (22.M.S.R.A §1580-A)
- Employees are permitted to smoke in any designated area, an employee's personal vehicle, and any portion of grounds that is outside the limitations of this resolution.
- Per personnel rules, employees are prohibited from smoking in any Town-owned equipment or Town vehicle

Attest: _____
Roxanne Johnson, Town Clerk

Date: _____

ORDER #176-2019

PROVIDING FOR: Execution of the Warrant for June 27, 2019

IT IS ORDERED that the Warrant for June 27, 2019 in the amount of \$_____ is hereby approved.

Passed by the Town Council_____

Attest:_____

ORDER #177-2019

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

IT IS ORDERED that the attached application for a Victualer's License is hereby approved for:

Mai York, 35 Pine Street, East Millinocket.

d/b/a

Mai Take Out, 69 Main Street, East Millinocket.

(Mobile Food Cart)

Passed by the Town Council _____

Attest: _____

PAID JUN 24 2019 - DML

25.00

TOWN OF MILLINOCKT 723-7000

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Mai York
2. PHONE NUMBER OF APPLICANT 746-7224
3. RESIDENCE OF APPLICANT 35 Pine st East millinocket
4. NAME OF BUSINESS Mai Take out
5. PHONE NUMBER OF BUSINESS 746-7224
6. BUSINESS ADDRESS 69 Maine st
7. NATURE OF BUSINESS Mobile food cart
8. LOCATION TO BE USED Municipal Park
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS
35 Pine st East millinocket
10. LIST OF PRINCIPAL OFFICERS, TITLES, AND ADDRESSES FOR THE PAST THREE YEARS
Mai York
11. DESCRIPTION OF PREMISES TO BE LICENSED mobile food cart

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



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

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

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

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

ORDER #178-2019

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

IT IS ORDERED that the attached application for a Victualer's License is hereby approved for:

Luisa Surprenant, 1 Lake Street, Chesuncook Twp.

d/b/a

The Black Loon, d/b/a Katahdin Ice Cream Shop, 190-196 Penobscot Ave, Millinocket.

Passed by the Town Council_____

Attest:_____

pt - 6/25/17

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Luisa Surprenant
2. PHONE NUMBER OF APPLICANT 207-447-0197
3. RESIDENCE OF APPLICANT 1 Lake St Chesuncook Twp
4. NAME OF BUSINESS Katahdin Ice Cream Shop
5. PHONE NUMBER OF BUSINESS 207-447-0197
6. BUSINESS ADDRESS 190-196 Penobscot Ave
7. NATURE OF BUSINESS Ice Cream Shop
8. LOCATION TO BE USED 190-196 Penobscot Ave
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

Chesuncook Twp

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

David Surprenant, member, Chesuncook Twp

Luisa Surprenant, member, Chesuncook Twp

11. DESCRIPTION OF PREMISES TO BE LICENSED

20x20 portion of building

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

Maine Woodskerits LLC
The Black Loon
Katahdin Ice Cream Shop
(D/O/A) BUSINESS

ORDER # 178-2019

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

Yes _____

No ✓



WASTEWATER IS CURRENT

Yes _____

No ✓



POLICE INCIDENTS IN THE PAST YEAR

Yes _____

No ✓

(IF APPLICABLE PLEASE LIST)

EST ID: 27340
EATING PLACE TIER 1

THE BLACK LOON
190 PENOBSCOT AVE
MILLINOCKET ME 04462

EXPIRES: 06/07/2020

FEE: \$160.00

ATTN LUISA SURPRENANT
MAINE WOODS RESORTS LLC
THE BLACK LOON
PO BOX 385
MILLINOCKET ME 04462


Commissioner

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

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

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

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

ATTN LUISA SURPRENANT
MAINE WOODS RESORTS LLC
THE BLACK LOON
PO BOX 385
MILLINOCKET ME 04462

Owner: MAINE WOODS RESORTS LLC
Licensee: THE BLACK LOON
Location: 190 PENOBSCOT AVE
MILLINOCKET
ATTN LUISA SURPRENANT
Mail: PO BOX 385

MILLINOCKET ME 04462
Lic Type: EATING PLACE TIER 1

ISSUED: 06/25/2019
EXPIRES: 06/07/2020
FEE: \$160.00
TEL: 207-447-0197

Est ID: 27340

**RE Account 1250 Detail
as of 06/25/2019**

Name: MAINE WOODS RESORTS, LLC.

Land: 4,500

Location: 196 PENOBSCOT AVENUE

Building: 42,600

Acreage: 0 Map/Lot: U05-237

Exempt 0

Book Page: B13644P13, B13658P333, B14535P52

Total: 47,100

2019-1 Period Due:

1) 34.46

2) 765.37

Ref1: W0620R

Mailing PO BOX 385

Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2019-1 R	08/24/18	Original		1,530.75	0.00	0.00	1,530.75
	10/1/2018	CHGINT	1 I	0.00	-0.68	0.00	-0.68
	10/1/2018		A P	765.38	0.68	0.00	766.06
	5/24/2019	DEMAND	A 3	0.00	0.00	-9.80	-9.80
			Demand Fees				
		CURINT		0.00	-24.66	0.00	-24.66
		Total		765.37	24.66	9.80	799.83
2018-1 R				0.00	0.00	0.00	0.00
2017-1 R				0.00	0.00	0.00	0.00
2016-1 R				0.00	0.00	0.00	0.00
2014-1 L *				0.00	0.00	0.00	0.00
2013-1 L *				0.00	0.00	0.00	0.00
2012-1 L *				0.00	0.00	0.00	0.00
2011-1 L *				0.00	0.00	0.00	0.00
2010-1 L *				0.00	0.00	0.00	0.00
2009-1 L *				0.00	0.00	0.00	0.00
2008-1 L *				0.00	0.00	0.00	0.00
2007-1 L *				0.00	0.00	0.00	0.00
2006-1 L *				0.00	0.00	0.00	0.00
Account Totals as of 06/25/2019				765.37	24.66	9.80	799.83

Per Diem	
2019-1	0.1701
Total	0.1701

Note: Payments will be reflected as positive values and charges to the account will be represented as negative values.

UT Account 125208 Detail
as of 06/25/2019 - Sewer

Name: MAINE WOODS RESORTS, LLC

PO BOX 385
MILLINOCKET, ME 04462

Location: 196 PENOBSCOT AVENUE

RE Acct: 0 Map/Lot: U05-237

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
220	04/24/19	Original		100.00	0.00	0.00	0.00	100.00
		CURINT		0.00	0.00	-0.72	0.00	-0.72
		Total		100.00	0.00	0.72	0.00	100.72
216	01/30/19	Original		100.00	0.00	0.00	0.00	100.00
		CURINT		0.00	0.00	-2.54	0.00	-2.54
		Total		100.00	0.00	2.54	0.00	102.54
208	10/24/18	Original		100.00	0.00	0.00	0.00	100.00
		CURINT		0.00	0.00	-4.71	0.00	-4.71
		Total		100.00	0.00	4.71	0.00	104.71
201	08/08/18	Lien		100.00	0.00	0.00	0.00	100.00
	3/8/2019	DEMAND	3	0.00	0.00	0.00	-7.80	-7.80
	Lien #1817			0.00	0.00	0.00	0.00	0.00
224	05/17/19*	Lien #1817		100.00	0.00	4.81	57.80	162.61
		CURINT		0.00	0.00	-0.83	0.00	-0.83
		Total		100.00	0.00	5.64	57.80	163.44
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
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
106	06/03/13*			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

UT Account 125208 Detail
as of 06/25/2019 - Sewer

Name: MAINE WOODS RESORTS, LLC

PO BOX 385
MILLINOCKET, ME 04462

Location: 196 PENOBSCOT AVENUE

RE Acct: 0 Map/Lot: U05-237

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
93	05/25/12*			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
06/25/2019				400.00	0.00	13.61	57.80	471.41

Per Diem

220	0.0219
216	0.0219
208	0.0219
224	0.0219

Total 0.0877

Diana Lakeman

From: Craig Worster
Sent: Tuesday, June 25, 2019 2:59 PM
To: Diana Lakeman
Subject: RE: request of incidents

Clear with no negative contacts.

Craig Worster

Chief of Police
Millinocket Police Department.
207-723-9731
207-723-7019
207-350-5018 (cell)
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 Lakeman <townclerk@millinocket.org>
Sent: Tuesday, June 25, 2019 2:57 PM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: request of incidents

Request of incidents for, if applicable:

-Luisa Surprenant, d/b/a Katahdin Ice Cream Shop, 190 Penobscot Ave.

Diana M. Lakeman

Town Clerk/Deputy Tax Collector
Registrar of Voters
197 Penobscot Avenue
Millinocket, Maine 04462
Telephone: 207-723-7007
Fax: 207-723-7002
townclerk@millinocket.org

ORDER #179-2019

PROVIDING FOR: Date, Time, Place, Warden for the School Budget Validation Referendum

IT IS ORDERED that the School Budget Validation Referendum will be held on Tuesday, June 16, 2019 from 8:00 a.m. to 8:00 p.m. at the Stearns High School Gymnasium.; and

IT IS FURTHER ORDERED that Diana M. Lakeman shall be Warden of said election.

Note: This is a recommendation of the Town Clerk as the earliest date available with the required posting of the Notice of Election.

Passed by the Town Council_____

Attest:_____

PROVIDING FOR: Processing Absentee Ballots for the July 16, 2019 School Budget Validation Referendum

WHEREAS, Title 21-A MRSA Section 759.7 allows the Election Warden to process absentee ballots while the polls are open; and

WHEREAS, processing such ballots will assist the Election Clerks and result in an expedited process after the polls are closed; and

WHEREAS, expediting the process after the polls are closed will result in some savings to the Town of Millinocket;

NOW THEREFORE IT IS ORDERED that the Election Warden is authorized to process absentee ballots at 10:00 A.M., 2:00 P.M., and 4:00 P.M. during the School Budget Validation Referendum July 16, 2019.

Passed by the Town Council_____

Attest: _____

ORDER #181-2019

PROVIDING FOR: Office Hours of the Registrar for the July 16, 2019 School Budget Validation Referendum

WHEREAS, Title 21-A MRSA Section 122(6) specifies the process that the Registrar must follow in registering voters; and

WHEREAS, The Town Clerk also serves as Registrar; and

WHEREAS, the Town Clerk has regular hours on four business days before election day to register voters; and

WHEREAS, being open evening hours as required by law to receive voter registrations will be an added cost to the municipality;

NOW THEREFORE IT IS ORDERED that it is not necessary that the Registrar be open to accept voter registrations for two hours in the evening between 5 P.M. and 9 P.M. on at least three days before election day.

Passed by the Town Council_____

Attest:_____

ORDER #182-2019

PROVIDING FOR: Authorization for Town Manager to sign lease agreement.

IT IS ORDERED that the Millinocket Town Council authorizes the Town Manager to sign a lease agreement between the Town of Millinocket and Stephen Noyes, d/b/a Noyes Enterprises, 92 Hanover Street, Newbury MA. Attached to this order is a copy of the lease.

PASSED BY THE COUNCIL: _____

ATTEST: _____

**AGREEMENT TO PROVIDE FOR LEASE OF SPACE AT MILLINOCKET
MUNICIPAL AIRPORT BY THE TOWN OF MILLINOCKET, MAINE TO
STEPHEN NOYES D/B/A NOYES ENTERPRISES**

July 1, 2019

THIS AGREEMENT is made and entered by and between the **Town of Millinocket**, Penobscot County, State of Maine, its successors and/or assigns, hereinafter referred to as the **LESSOR** or **TOWN**, and **Stephen Noyes**, d/b/a Noyes Enterprises, 92 Hanover Street, Newbury, MA 01951, hereinafter referred to as the **LESSEE**.

WITNESSETH:

WHEREAS, the Lessor is the owner of the Millinocket Municipal Airport, so-called; and,

WHEREAS, the Lessor is desirous of leasing certain facilities situated at said Airport so that the facilities to be leased will be utilized for the best interest of the people of the Town of Millinocket; and,

WHEREAS, the Lessee has agreed to lease said facilities in order to create business opportunities for himself, and to enhance the services available at the Airport;

NOW, THEREFORE, in consideration of these mutual covenants and agreements as hereinafter set forth, it is mutually agreed by and between the parties hereto as follows:

1. **FACILITIES.** The Lessor does hereby let, lease, and demise unto the Lessee a hangar formerly known as Hangar 14 (the Hangar). These facilities shall be surrendered to the Lessor at the expiration of this lease in as good condition as they were at the time they were turned over to the Lessee, reasonable wear and tear excepted. The Lessor does not hereby lease the runways or its taxiway(s), but does retain control and responsibility for the repair and maintenance of same. Except for a default of this agreement by the Lessee or mutual written consent between the parties to alter this agreement, the facilities described above shall be solely operated and occupied by the Lessee.
2. **SUB-LEASES.** The Lessee shall not sub-lease any part of the hangar to any other party, without permission of the Lessor.
3. **TERM.** This Agreement shall commence on July 1, 2019 and end on June 30, 2022. The agreement may be extended by the mutual written consent of the parties. Either party, however, may terminate this agreement upon ninety (90) days written notice sent by Certified Mail for just cause.
4. **LEASE FEES AND OTHER EXPENSES.** Beginning on July 1, 2019, the following lease fees or arrangements shall be in effect:

- A. **Hangar Lease.** The lease fee for the Hangar shall be Four Hundred Dollars and No Cents (\$400.00) per month, less any leasehold improvement credits as outlined in Appendix A, commencing on July 1, 2019 for a period of Thirty Six (36) months with the last payment due on June 1, 2022.
- B. **Lease Renewal.** If both parties agree, a new Lease may be negotiated between the parties and said negotiations should begin no later than April 1, 2022. Failure to successfully negotiate a new lease that would be effective on July 1, 2022 will result in a month-to-month tenancy with a thirty (30) day notice-to-vacate by the Lessor or the Lessee and said notice-to-vacate may be for or without cause. The monthly rent payment will increase to Six Hundred Dollars and No Cents (\$600.00) per month as of July 1, 2022 if no lease is in place. In no event will the Lessee occupy the hangar past October 1, 2022 without a lease agreement in place.
- C. **Utilities.** The Lessee shall be responsible for all utility costs of the facilities covered by this agreement.
5. **LEASE-HOLD IMPROVEMENTS.** Lessee may make improvements to the facilities covered under this agreement, with the approval of Lessor. Such qualifying improvements shall accrue to the benefit of the Lessor upon termination of this lease agreement. For the purpose of this agreement, a qualifying improvement is a significant upgrade, renovation, or construction to any of the facilities covered under this agreement that is generally of a capital nature. Examples include, but are not limited to, installation of a new lighting system, renovation of an office or building, construction of a bathroom, or similar type of investment. Investments in normal repairs and maintenance or other minor investments shall not be considered as qualifying improvements. Qualifying improvements made by the Lessee shall, with the approval of the Town, be deducted from the actual lease payments due to the Lessor at a level of up to One Hundred Dollars and No Cents (\$100.00) per month. The minimum lease-hold improvement must be at least \$2,400.00. The maximum investment to still receive a reimbursement benefit shall be capped at \$24,000.00. Further information on the investment and reimbursement amounts available under this Section may be found in Appendix A and B of this lease. Should the Lessee vacate the premises for any reason prior to attaining the maximum lease-hold improvement benefit from the Town to which he would otherwise be entitled, no further reimbursements shall be made to the Lessee.
- A. **A leasehold improvement will be eligible for the start of Lessor reimbursement when the project is deemed 100% complete by the Lessor and Lessee, beginning on the first day of the month after such project is deemed to be completed.**
- B. **Should the Lessee vacate the premises, terminate the lease, or be terminated for cause by the Lessor, the Lessee shall be able to remove a certain large heating unit provided that the Lessee also pay the cost of capping the piping leading to the said heating unit. The unit is**

identified as a Modine Heater, Model PDP400AE0130, Serial #1801095091911-9929.

6. **DISCONTINUANCE OF OPERATIONS.** In the event the operation of the Millinocket Municipal Airport by the Town of Millinocket is discontinued as an airport, this lease shall become void. Such action may be taken without penalty to the Town with less than ninety (90) days notice to the Lessee. The Lessee will be entitled to the same leasehold reimbursement level as described in Section 6.
7. **NATIONAL EMERGENCY.** During time of war or national emergency, the Lessor shall have the right to lease any and all parts of the airport to the United States government for military and naval use and, if such lease is executed, the provisions of this instrument insofar as they are inconsistent with the provisions of the lease to the government, shall be suspended.
8. **SUBORDINATION.** This lease shall be subordinate to any provisions of any existing or future agreement between the Lessor, the State of Maine, and the United States relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds.
9. **NON-EXCLUSIVITY AND RIGHTS OF OWNER.** It is clearly understood by the Lessee that no right or privilege has been granted which would serve to prevent or prohibit any person, firm, or corporation operating aircraft at the airport from performing such service on its own aircraft (including, but not limited to, maintenance and repair) that it may choose to perform provided such performances or services are conducted in accordance with local, state, and federal laws, regulations, and ordinances, if any. In accordance with FAA regulations (Section 308A Federal Aviation Act or its successor), it is understood that nothing herein contained should be construed to grant or authorize exclusive right. Others may be granted a lease or concession by the Lessor. The Lessor retains the right to approve any or all business activities at the airport on property owned by the Lessor.
10. **MAINTENANCE.** Lessee shall maintain the leased premises in good order. Maintenance activities shall include, but not be limited to, mowing and trimming of any grass areas around the leased areas; providing snow removal and ice control from walkways, doors, and other areas not accessible to Lessor machinery; replacing lights; repairing minor items and "day-to-day" items as necessary; etc. The Lessor shall maintain responsibility for major repairs and maintenance items.
11. **INDEMNIFICATION.** The Lessee shall carry appropriate liability insurance, hangar keeper's insurance, and product liability insurance (and others as necessary) and hold the Lessor harmless for any damages or injuries resulting from any acts of negligence on the part of the Lessee, and the Lessee shall in no way be liable for any damages resulting from any acts or negligence on the part of the Lessor. The Lessee shall maintain sufficient liability insurance to satisfy its operation of the facilities subject to this agreement. The Lessee shall furnish proof of insurance to the Lessor at the start of the agreement period and shall

carry it in force throughout the period of this agreement. The Lessor shall be named as an "added insured" and indemnified from any responsibility for the Lessee's actions or inactions.

12. **LESSEE RESPONSIBILITIES.** Lessee shall furnish heat, lights, septic system/wastewater, and water for the facilities under his control, as and if applicable. Lessee shall maintain the interior of the Hangar in good, safe, and sanitary order, condition, and repair. Lessee shall be responsible for ordinary maintenance of the water service and septic system and the like within the leased facilities and to provide janitorial service and supplies at its own expense, as and if applicable.
13. **PUBLIC BENEFIT.** Lessee agrees to operate the premises leased for the use and benefit of the public; to furnish good, prompt, and efficient services adequate to meet all of the demands for its services at the airport; to furnish said services in a reasonable, just, and non-discriminatory basis to all users for each unit of sale or service, except that the Lessee may be allowed to make reasonable and non-discriminatory discounts, rebates, or other similar types of price reductions based on volume of purchases. Prices for supplies and services shall be clearly posted inside the Terminal Building and other places deemed desirable. All services by Lessee will be provided on a fair and equal basis without undue prejudice against any person or class of persons by reasons of race, color, sex, physical or mental handicap, religion, age, ancestry or national origin, or any other perceived classification under state or federal law.
14. **USE OF SPACE.** The facilities leased under this agreement are primarily for aviation-related uses only. The Lessor agrees to allow Lessee the right to repair boats, mowers, and small engines so long as such uses are of a minor nature and less than one third (1/3) of his airport-generated income. Lessee may also rent aircraft storage space as an allowable aviation-related use. Any other proposed deviation of use under this agreement must be pre-approved by the Lessor. Approval of any such alternative use(s) may also result in a re-negotiation of this lease agreement at the discretion of the Lessor.
15. **RENOVATIONS.** The Lessee may attach and erect additional fixtures in said facilities and minor alterations not otherwise classified as "lease-hold" improvements shall remain the property of the Lessee and may be removed therefrom by the Lessee at any time, except the fixtures that cannot be removed without injury to the premises or otherwise constitute "lease-hold" improvements. The Lessee, to the satisfaction of the Lessor, shall repair any damages incurred to the property due to the Lessee's fixtures being removed. The Lessee shall make no major alterations to the said premises without prior written approval of the Lessor.
16. **INSPECTIONS.** The Lessee shall permit the Lessor and its agents to enter into and upon said premises during normal business hours for the purpose of inspecting the same for the purpose of maintaining, repairing, altering, or adding to the facilities, including the erection and maintenance of such scaffolding, canopies, fences, and props as may be required. Lessor will give the Lessee at least 24 hours prior notice of such visits, unless an emergency exists.

- 17. NON-DISCRIMINATION.** No person in the United States shall, on the grounds of race, color, creed, national origin, or other protected group, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance from the Department of Transportation.
- 18. USE OF PROPERTY.** The Lessee agrees to maintain the Lessor's furnishings in good repair.
- 19. ASSIGNABILITY.** The Lessee shall not assign this agreement or any part thereof in any event and shall not rent or sublet the demised premises or the services required in this agreement or any part thereof other than those areas or items heretofore mentioned without the written consent of the Lessor or as otherwise provided in this agreement.
- 20. TERMINATION.** Except for just cause, this agreement shall, upon mutual agreement between the said Lessor or the said Lessee, their successors and assigns, be terminated upon written notice delivered to the other party, such termination to be effective ninety (90) days from the date of such said notice. In the event the Lessee shall be liable for the payment or performance of any municipal obligations incurred in connection with the airport obligation or construction, Lessor shall not terminate this lease except by also indemnifying the Lessee against any further such liability, unless the termination is for just cause due to the negligence or wrongful act(s) of the Lessee in which case any monies due the Lessor shall become immediately due and payable. In the event of a termination of this agreement, the Lessor shall be paid any sums due by the Lessee for any loans or other financial assistance granted, but unpaid, by the Lessee to the Lessor.
- 21. JUST CAUSE.** Just Cause, as contemplated in this agreement, means the negligent or willful disregard of the interests of the Lessor by the Lessee and may include, but not be limited to, the following:
- A. Violation of any law, ordinance of the Town, or statute.
 - B. Failure to make timely payments to the Lessor on obligations owed.
 - C. Willful and intentional damage by the Lessee to property owned by the Lessor.
 - D. Non-performance of the terms of the lease agreement.
 - E. Abandonment or non-use of the leased facilities.
 - F. Performing services not specifically authorized or permitted by the Lessor.
 - G. Failure to adhere to the applicable policies of the Lessor, especially as they relate to the airport facility.
- 22. LESSOR CONTACT.** Except as otherwise found to be necessary by the Lessor, the Lessee shall work with the Lessor's Airport Manager as his point of contact with the Lessor.
- 23. AMENDMENT.** This agreement may be amended, extended, or otherwise changed at any time upon the mutual written consent of the parties.
- 24. SEVERABILITY.** Should any clause or condition of this agreement be found invalid, such invalidity shall not void the remainder of the agreement.
- 25. ENTIRE AGREEMENT.** The above recitations represent the entire agreement between the parties.

FOR THE LESSOR:

Harold Davis, Town Manager

Date: _____

FOR THE LESSEE:



Stephen Noyes, Noyes Enterprises

Date: 6-12-19

**APPENDIX A: CALCULATION OF LEASE-HOLD IMPROVEMENTS
REIMBURSEMENTS**

The following chart will serve as a guideline for demonstrating the amount of reimbursement that may be available from the Town for lease-hold improvements made by the Lessee. Specific calculations will be made for each such improvement project. All such improvements will be calculated on the actual cash investment made and will not include in-kind or unpaid labor contributed to such projects. The minimum investment is \$2,400.00.

IMPROVEMENT COST	MAXIMUM REIMBURSEMENT	MAXIMUM MONTHLY REIMBURSEMENT	MAXIMUM MONTHS
\$2,400.00	\$1,200.00	\$100.00	12
\$4,800.00	\$2,400.00	\$100.00	24
\$7,200.00	\$3,600.00	\$100.00	36
\$14,400.00	\$7,200.00	\$100.00	72
\$20,400.00	\$10,200.00	\$100.00	102
\$24,000.00	\$12,000.00	\$100.00	120

Appendix B

Reimbursement Schedule for lease holder improvements to the Town of Millinocket's Hangar leased by Noyes Enterprises.

In order to realize 100% lease holder improvement reimbursement as outlined in the Lease Agreement tenant must remain in good standing for 120 months. This agreement became effective on May 1, 2012, and expires on April 30, 2022. A breakdown of payments are as follows,

2012	-----8	pd
2013	-----12	pd
2014	-----12	pd
2015	-----12	pd
2016	-----6	pd
2016	-----6	pd
2017	-----12	pd
2018	-----12	pd
2019	-----6	pd
2019	-----6	__
2020	-----12	__
2021	-----12	__
2022	-----4	__

Jeff Campbell, Airport Supervisor

Steve Noyes, Noyes Enterprises



Date-

6-12-19



Date-

6-12-19

ORDER #183-2019

PROVIDING FOR: Transfer of funds.

IT IS ORDERED that the Millinocket Town Council approves the transfer of funds for \$3,546.00 from Account 1002-0420 (Part Time) to Account 1002-3150 (New Equipment), to install a Surveillance Camera System at the Millinocket Recreation Complex (pool, playground, tennis courts).

NOTE: This system is necessary to try to prevent the vandalism occurring at the Recreation Complex for the last two years.

PASSED BY THE COUNCIL: _____

ATTEST: _____

North Maine Woods Surveillance & Phone

P.O. Box 532/33 Spring Street

East Millinocket, ME. 04430

207-447-4242

06/14/19

Surveillance Camera Proposal for Pool and Playground/Tennis courts Millinocket.

To: Jody Nelson

This system won't be much different then the one in East with the exception of one more camera and less radios. Still will need a small wireless network to link everything together. It appears there is a public wireless access point we may be able to use for Internet access.

Features of the system.

- Motion will be recorded.
- Infrared night vision up to 30 or so feet. (other lighting is always a plus at night)
- Cameras are full HD 1080p/
- Software is free and all updates are free/ no lease.
- Completely web based, no special software to load to view videos or run the system.
- Very scalable system supports one to fifty plus cameras.
- Live video or recordings are able to be viewed from any smart phone, or computer using a browser, from anywhere provide the system has an Internet connection. (Smart phones would have to download the free app, both Apple and Android)

These are a few features if you have any questions please ask.

The cost to install this system would be \$3546.00 this includes the wireless system and installation of the entire system.

If you have any questions please call me, also if you need I can provide a more detailed invoice on what everything cost.

Thanks
Steve

North Maine Woods Surveillance

P.O. Box 532

East Millinocket, ME. 04430

207-447-4242

steve@sellswap.com

<http://northmainewoodssurveillance.com>

North Maine Surveillance
P.O. Box 532
East Millinocket, ME. 04430
207-447-4242

Date: June 14, 2019
Invoice # 61419

Bill To: Town of Millinocket (Rec Dept)

Service To: Pool and playground/ Tennis courts.

PO #	Sales Rep	Service Date	Terms	Due Date

Product ID	Description	Qty	Unit Price	Line Total
	UVC g3 pro cameras/optical zoom	1.00	300.00	300.00
	UVC g3 cameras/ 1080p	5.00	149.00	745.00
	Nano Station 5ac radios	3.00	49.00	147.00
	Nano Station 2m radio	1.00	49.00	49.00
	8 port POE/48 volt switches	3.00	80.00	240.00
	POE adapters/48 to 24 volt	6.00	20.00	120.00
	NVR (network video recorder)	1.00	250.00	250.00
	Tough Cable/Cat5e	1.00	145.00	145.00
	Misc/cables/Ends/mounts	1.00	150.00	150.00
				2,146.00
	Setup/Install/Labor/rent	1.00	1,400.00	1,400.00

Date	Payments Made	Subtotal	
		3,546.00	
		TOTAL	3,546.00
		PAID	0.00
		TOTAL DUE	3,546.00

THANK YOU FOR YOUR BUSINESS!

Would like to get 50% upfront and then the rest due when the job is complete up and running. All components have a one year warranty, except for the NVR which is two years.

ORDER #184-2019

PROVIDING FOR: Authorization for the Town Manager to execute and file all the necessary paperwork and deeds to complete the sale of a tax acquired property.

IT IS ORDERED that the Town Manager be granted authorization to execute and file all the necessary paperwork, including signing a Municipal Release Deed, to complete the sale of a tax acquired property located on 478 Penobscot Avenue, Map U03-Lot 112, to Steve Golieb for \$500.00.

IT IS FURTHERED ORDERED that the Tax Collector and/or Treasurer be authorized to abate all remaining taxes, sewer fees, and other expenses on the above-mentioned property.

All C & D waste will be handled in accordance with the Special Requirements for Sale of Property.

Any tenant remaining in the property shall be the responsibility of the bidder to evict or manage.

NOTE: The amount owed on this property is \$3,875.91. The Town received no offer for this property when advertised in May of 2019.

PASSED BY THE COUNCIL: _____

ATTEST: _____

John Davis

From: Steve Golieb <stevegolieb@gmail.com>
Sent: Tuesday, June 11, 2019 8:50 AM
To: John Davis
Subject: Order to sell tax acquired home

Hello John,

I'm emailing you as a citizen, not councilor. Since there have been some homes that went unsold, I'd like to offer \$500 for one of them and have an order for its sale this upcoming meeting since it already went out to bid. Please advise.

Thanks,

Steve

Sent from my iPhone

PROVIDING FOR: Approval of a request to hold an outdoor event.

IT IS ORDERED that the Millinocket Town Council approve a request for the Scootic In to hold the fourth annual Corn Hole Tournament on Friday, July 5, 2019, at 4:00 p.m., on the corner of Penobscot Avenue and Poplar Street.

NOTE: Our Katahdin will receive the proceeds from this tournament.

PASSED BY THE COUNCIL: _____

ATTEST: _____