

**TENTATIVE AGENDA
REGULAR TOWN COUNCIL MEETING IN COUNCIL CHAMBERS
THURSDAY, OCTOBER 10, 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 of the September 26, 2019 Regular Town Council Meeting

OLD BUSINESS:

NEW BUSINESS:

5. SPECIAL PRESENTATION:
 - a) Mike Smith – Outdoor Sport Institute
6. Town Manager's Report
7. ORDER #266-2019 Execution of the Warrant for October 3, 2019
8. ORDER #267-2019 Execution of the Warrant for October 10, 2019
9. ORDER #268-2019 Approval of Lease Agreement (Cesare)
10. ORDER #269-2019 Donation of \$100.00 to the Millinocket Performing Arts
11. ORDER #270-2019 Approval to use Capital Improvement Funds
12. ORDER #271-2019 Approval the Transfer of Funds (Recreation)
13. Reports and Communications:
 - a) Warrant Committee for October 24, 2019 Council Meeting: Chair McEwen and Councilor Madore.
 - b) Chair's Committees Reports
 - c) Two Minute Public Comment
14. Adjournment:

September 26, 2019

The Regular meeting of the Millinocket Town Council was brought to order by Chair McEwen in Council Chambers office at 4:32pm.

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, Chief Craig Worster, Tax Collector Jesse Dumais, Presenter Cindy Freeman Cyr, Presenter Michelle Anderson, Media Ben Barr and KAT Tv, and 1 public.

Pledge of Allegiance

Adjustments to the Agenda: n/a

Approval of the Minutes for September 12, 2019 Regular Town Council meeting and September 20, 2019 Executive Session.

Motion-Stratton Second-Golieb Vote 7-0

OLD BUSINESS

NEW BUSINESS

SPECIAL PRESENTATIONS:

- a) Cindy Freeman Cyr- Partners for Peace, Domestic Violence presentation sharing pamphlets, purple ribbon pins and tokens displaying contact information for domestic violence, informs 24 hours/7 days a week an abundant of services provided to the community, requesting use of the bandstand in Veteran's Memorial Park on October 22nd and 23rd afternoons for discussions and public awareness of community involvement, offers availability to speak anytime, anywhere, to anyone.

Chair McEwen polls the Council all in favor for the use of the bandstand.

Council discussion all share their appreciation for the presentation, the services they are providing to the community, the continued support system and its importance in our society while opening up this topic for discussion.

- b) Resolve #19-2019 *AMENDED - RESOLVE #19-2019

PROCLAMATION DECLARING OCTOBER AS DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, domestic violence is a widespread community problem, affecting Maine families regardless of geography, income, or education; and

WHEREAS, dating violence and intimate partner violence are parts of the problem of domestic violence; and WHEREAS, the effects of domestic violence are felt not only by the victims, who are robbed of their dignity and sense of security, but also by their children, families, and those that care about them and the community as a whole; and

WHEREAS, domestic violence exacts a high price on Maine's economy by keeping a victim away from *an individual's job or classroom and diminishing *an individual's productivity at the workplace or school; and WHEREAS, the most effective way to utilize the collective resources committed to ending domestic violence in Maine is through coordinated community-based response, including law enforcement agencies, courts, advocacy programs, social services agencies, schools, health care professionals, employers, and all Maine citizens; and

WHEREAS, domestic violence is not only a crime but a violation of a person's basic rights as a human being, and, as such, all victims deserve our support, and all offenders need to be held accountable; and
WHEREAS, all citizens should become aware of domestic violence in all its aspects and how it can be prevented and become involved on the local level in supporting victims and their families in seeking safety and justice; and

WHEREAS, all citizens should not only become aware of domestic violence in all its aspects, but be willing to "Take Action Maine" by advocating, helping to change the culture that supports violence, volunteering and intervening when safe to support victims and their families in seeking safety and justice; and

WHEREAS, consistent with our tradition of neighborly concern for one another and sense of fairness and justice, Maine's citizens are encouraged to report to law enforcement all suspected incidents of domestic violence;

NOW, THEREFORE, the Millinocket Town Council, in Council assembled on September 26, 2019, does hereby proclaim OCTOBER 2019 as DOMESTIC VIOLENCE AWARENESS MONTH in Millinocket and urges all of our citizens to join others throughout the State of Maine in recognizing this month by honoring survivors of domestic violence and dedicating ourselves to the task of making Millinocket a safer place for all of our citizens.

Motion-Pelletier Second-Madore Vote as Amended 7-0

Councilor Pray motion to amend Resolve 19-2019 to remove the word "her" and replace with "an individual" in the fourth "Where As", second by Madore, vote on the amendment 7-0.

- c) Michelle Anderson- Pir2Peer Recovery Center presentation informing for public awareness and with the assistance of qualified workers and herself, anticipates opening in November of 2019, an all addition recovery center in Millinocket at the Lapierre building location on Central Street with goal driven paths, available meetings welcoming drop ins with an open door policy, early and long term recovery, tutoring and many more services to be provided and available.

Council discussion concludes expressing appreciation for their hard work and accomplishments with the need for an establishment of this nature in our community while suggesting monthly or quarterly updates for community awareness.

*Town Manager's Report:

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

October 10, 2019

October 24, 2019

Maine Climate Council – Congratulations to Councilor Golieb for his selection to serve on the newly created Maine Climate Council. The idea for this council, proposed by Governor Mills in April, was passed with bipartisan and overwhelming support in the legislature. The Climate Council consists of several department commissioners, key state leaders, science and technical experts, business and non-profit leaders, municipal leaders, a tribal representative, and a representative of Maine Youth. Steve will be serving as a representative of municipal government.

Katahdin Region Broadband Utility – The committee met on September 13 to go over questions and concerns and listen to a presentation by Jase Wilson about Katahdin Fiber.

Sewer Project – The Wastewater Superintendent, Public Works Director, and I attended a contractor meeting on September 18. The Maine Water related work is completed and the sewer installation work on New York Street is in progress. The work schedule for next month is to continue on New York Street with a goal of completing by November 15. Trench paving will occur every 200 feet. A pay requisition of \$106,900.65 was recommended to the owner.

Parking Lot Next to the Fire Station – Effective Monday, September 23, the parking lot next to the Fire Station will be closed (until further notice) while a new roof is installed on the former bank building.

Maine Technology Group – Replaced five computers at the Town Office on Wednesday, September 18. They will return in a week or two and replace five more.

Meeting with Bangor City Council – Looks like Mondays work for the majority. Give me some dates and I will get back to Cathy.

Department Updates

Public Works

Employee received hornet sting while moving bleachers for truck pulls.

Discussed cell phone distracted driving law with the crew.

Beavers causing issues at stream crossings. Game Warden notified.

Marking storm water basins before freeze-up.

Cutting limbs on plow routes that overhang in travel lanes.

Patching potholes.

Sand shed 90% full. Servicing plow trucks.

Transfer Station

Closed compost and yard waste gate after hours because of large rocks and concrete blocks attached to tree roots in the brush pile.

Found large pile of trash disposed of behind the compost pile. Located homeowner and made them clean it up.

Notified Grimmel Industries to ship metal pile. Will do so as soon as their excavator is repaired.

Noticing trash from tax acquired properties sales. People walking away and leaving huge amounts of trash and demo items.

Airport

Mowed runway safety strips.

Submitted SRE building project closeout paperwork. Should receive final reimbursement request soon.

Working on SRE equipment grant. Not certain if we will have the machine this winter.

Cemetery

LD 1484, an Act to create a system using the permit for disposition of human remains to track the burial of cremated remains in a public cemetery will go into effect in October of 2019. A permit will need to be filled out before the burial by the “authorized person” who would like to bury cremated remains in a public cemetery and the person in charge of the cemetery will need to complete the form and fax it to the state for record keeping.

Wastewater Treatment Plant

Testing and regular maintenance.

Mowing grounds.

Sewer project on New York Street moving slowly. Plan is to complete before November 15.

Revision solar undertaking progressing slowly.

Police Department

Incident totals now monthly not biweekly.

516 incidents from August 1 to August 30. Ranged from citizen/agency assists to suspicious noise problems and 911 hang-ups.

Still filling shifts to cover vacations.

Entered into an MOU with the National Alliance on Mental Illness as to how to handle calls involving mental illness.

Sgt. Michael Winslow is the department's certified CIT.

Staff meeting with full time officers.

Full time officers fitted with protective vests from Admiral's Uniform.

Continue to design a new radio system.

Retrieved a sizeable quantity of Carfentanil from an area business. Carfentanil is much more potent than Fentanyl and more dangerous for the officers.

Two calls at the school. One Kids Peace and one general population.

All officers qualified at the range.

Issued several juvenile summonses for criminal mischief.

Three youths that damaged the mill site have agreed to pay restitution and will participate in a "Round Table" restorative justice session.

Fire & Ambulance

Still one FF/Paramedic out on injury.

Filling vacancy on day shift.

Attended various committee meetings.

Met with inspector from MSH Section 8 to conduct inspections.

Inhouse generator at the fire department waiting on a delivery date.

Opened bids on new rescue sled and awaiting Council approval.

Worked with R.H. Lax on sale of Spruce Street building. Cleaned up building in preparation of move to storage shed.

Worked with Medway FD to have combined propane training class.

Completed inspection for LSC with Code Enforcement Officer at Milly's retail store and bottle return.

Recreation Department

Continued to work on Land and Water grant.

Busy with fall programs.

Administration

Treasurer

Mailed 245 30-day utility notices for unpaid sewer bills dated 10/24/18 to 1/30/19.

\$55,000 in unpaid fees.

Tax Collector

Normal office functions.

Weekly MV reports.

Processing Council ordered abatements.

Processed Assessor abatements.

Working on October WW billing.

Tax Assessor

Spent the day answering taxpayer questions. Most questions had to do with address changes and new owners.

Numerous requests for Homestead exemption applications.

Code Enforcement Officer

Prepared information for sale of Spruce Street building.

Answered complaints and issued permits.

Town Clerk

Completed all state petitions by the Friday, September 13, deadline.

Prepared dog tags for 2020. Registrations available on October 15.

Approved municipal ballot coding and ordered ballots for November 5, 2019, election.

Worked on minutes for 9/12/2019 Council meeting.

Processed cemetery billing for purchases and internments.

Daily office duties.

Human Resource/Welfare Director

Payroll and A/P warrants.

Unum.

General Assistance.

Tax cards for citizens.

Mepers.

Unemployment.

Working on paperwork for sale of foreclosed homes.

Town Manager

Worked on sale of Spruce Street property.

Daily updates and inspections of sewer project.

Coordinating efforts with WW Supervisor and Fire Chief for location of new storage shed.

Emailed Thomas Abello, senior adviser to Governor Mills, about funding to help subsidize flights into Millinocket Municipal Airport.

Prepared PowerPoint presentation for MMA Convention Panel on October 3. The panel I have been asked to serve on deals with regional planning.

Councilor Comments:

Pelletier-shares appreciation to Councilor Golieb for his service on the CCC board, thanks for an informative report, inquiries signage needed at the transfer site.

Jackson- congratulations to Councilor Golieb serving on the CCC board noting all his extra time and efforts are appreciated, beneficial for the region combining Fire training with the Town of Medway, looks forward to Chief Worster's proposal for new radios inquires with interest if combined with Fire Department will have cost savings, inquiries if grants have been sought.

Golieb-appreciates the recognition, notes Broadband Utility was available to the public at the Trails End Festival for all inquiries and is currently located at the Our Katahdin office with plans to have a public meeting on 9/27/19 at KATEC at 3pm.

Stratton-shares appreciation to Councilor Golieb for his service on the CCC board, concerns with the ongoing issues at the Public Works brush pile with suggestion to install cameras.

McEwen-congratulates Councilor Golieb for his service on the CCC board, suggests investing in cameras for surveillance at the Transfer Site.

Madore-shares appreciation to Councilor Golieb for serving on the CCC board noting its importance, notes Neighborly displayed information station set up at the Trails End Festival suggests all that share interest in fiberoptic to sign up on line with no financial commitment, inquires if the Town will receive a reimbursement not have use of the parking lot having paid fees contracted prior, available to meet with Bangor city council anytime, supports cameras to be use at the transfer site with current issues, inquires current equipment status at the airport concerns to make it through the winter months, suggests quarterly report from Revision for Council updates, supports upgrade to new radios for Police department, in favor of curfew ordinance anticipates written draft to bring to council order,

Pray-agrees with prior statements from Councilor Madore expressing climate control is necessary seeing the effects from climate change personally, anticipates report backs from Councilor Golieb, informs cemetery law is now in effect.

PUBLIC COMMENT:

ORDER #258-2019 PROVIDING FOR: Execution of the Warrant for September 26, 2019

IT IS ORDERED that the Warrant for September 26, 2019 in the amount of \$119,240.76 is hereby approved.

Motion-Stratton

Second-Madore

Vote 7-0

ORDER #259-2019 PROVIDING FOR: Approval of an Application for an Entertainment License for Hang Wong.

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

Yang Deng Xiu, 973 Central Street

d/b/a

Hang Wong, 973 Central Street

Motion-Pelletier

Second- Madore

Vote 7-0

ORDER #260-2019 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Hang Wong Chinese Restaurant.

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

Yang Hong Yang Corp., 973 Central Street

d/b/a

Hang Wong Chinese Restaurant, 973 Central Street.

Motion-Jackson

Second-Stratton

Vote 7-0

ORDER #261-2019 PROVIDING FOR: Reimbursement of Funds.

IT IS ORDERED that the Millinocket Town Council approves the reimbursement of funds for \$921.24 to cover the cost of a plane ticket (\$752.62) and a rental car (\$168.64) for Councilor Golieb to represent the Town of Millinocket at the Citizens' Institute on Rural Design (CIRD) Learning Cohort Summit in Thomas, West Virginia, from October 9-11.

IT IS FURTHER ORDERED that the funds be expended from Account 0112-4041, Business/Miscellaneous Expense.

IT IS FURTHER ORDERED that the \$921.24 that CIRD refunds the Town be deposited back into Account 0112-4041.

Motion-Pray

Second- Madore

Vote 6-0-1 (Abstain/Golieb)

ORDER #262-2019 PROVIDING FOR: An increase of Municipal Agent fees for Motor Vehicle Registrations and to amend the laws regarding mandatory State fees for motor vehicles.

IT IS ORDERED that the Millinocket Town Council approves the following increases for registrations for motor vehicles:

From \$3.00 to \$5.00 for renewals.

From \$4.00 to \$6.00 for new registrations.

IT IS FURTHER ORDERED that the Millinocket Town Council approves the following increases regarding State mandatory motor vehicle fees:

Increase the one-time fee for an out-of-rotation registration plate and for a reserved registration number from \$15 to \$25, the same for a vanity plate fee.

Increase the registration transfer fee for a trailer under 2,000 pounds from \$5 to \$8, making the fees the same as for other registration transfers.

Increase the fee for a duplicate registration certificate from \$2 to \$5.

NOTE: The increases to Agent fees only are optional, not mandatory.

Motion-Madore

Second-Stratton

Vote 5-2 (Opposed/Pray, Golieb)

Council discussion clarifies increase to State fees are mandatory and concludes majority in favor to raise the motor vehicle agent fees by one (1) dollar not exceeding the guidelines set by the State with expression of concerns if optional.

Michelle Anderson, 146 Katahdin Ave., expresses concerns raising fees.

ORDER #263-2019 PROVIDING FOR: Deposit of Funds into Fire Department Reserve Account.

IT IS ORDERED that the Millinocket Town Council approves the deposit of funds for \$20,000.00 from the sale of the building and property on Spruce Street, Map U04/Lot 045-0N, in Account G05-100-00, Fire Department Reserve.

NOTE: The intent is to use these funds to construct a storage shed for the Fire Department and the Wastewater Treatment Plant.

Motion- Pray

Second-Madore

Vote 7-0

ORDER #264-2019 PROVIDING FOR: Authorization to accept the bid for heating fuel.

IT IS ORDERED that the Millinocket Town Council accepts the bid for heating fuel for the Town of Millinocket for fiscal year 2020 from Preble Oil Company for a cost of \$2.03 per gallon, which is .07 (seven cents) above the OPIS Bangor Rack price.

NOTE: The Town received two bids:

Dead River Company	\$2.0564 (seven cents above rack price)	
Preble Oil Company	\$2.03 (seven cents above rack price)	
Motion- Pelletier	Second-Madore	Vote 7-0

Councilor Madore shares appreciation to all the local competitive bids received.

ORDER #265-2019 PROVIDING FOR: Award of Bid for New Rescue Snowmobile.

IT IS ORDERED that the purchase of a new 2020 Ski Doo Expedition SWT 900 ACE for the Fire Department is awarded to Lincoln Power Sports, 265 West Broadway, Lincoln Maine, for a cost of \$11,899.00.

IT IS FURTHER ORDERED that the Town Manager is authorized to sign and execute any and all agreements or documents necessary to complete this purchase.

NOTE:

Three bids were received:

BIDDER	PRICE	
Lincoln Power Sports	\$11,899.00	
Chase Toys	\$13,416.15	
Bangor Motor Sports	\$13,371.07	
Motion-Jackson	Second-Madore	Vote 7-0

Reports and Communications:

- a) The Warrant Committee for the October 12, 2019 Council Meeting will be Chair McEwen and Councilor Jackson
- b) Chair's Committees Reports: Chair McEwen
 - Economic Development committee: will meet 10/15/19 at 5pm in the Town Manager's office
 - Age Friendly Communities Committee Meeting: will meet 10/11/19 at 4:00 pm in the Town Manager's office.
 - Events Committee meeting: will meet at 10/1/19 at 2:00 pm in the Town Manager's office.
 - Sustainable Subcommittee meeting: n/a
 - Mental Health and Wellness committee, anticipates meeting with healthcare associates concerning opioid epidemic addressing the need in assistance for community wellness facilities.
- c) Two Minute Public Comment:
 - Steve Golieb, 10 High Street, expresses disappointment with lack of discussion pertaining to order #262-2019 having new information, suggests to Town Manager to address on his next report for discussion purposes.
 - Jesse Dumais, 10 Somerset Street, shares appreciation for all those involved and all the hard work and support of the community involving domestic violence organizations.
- d) Motion to adjourn at 6:05 p.m. –Madore Second –Stratton Vote 6-1 (Opposed-Pray)

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 October 10, 2019

- 1. Next Meetings held in Council Chambers at 4:30 p.m.**
 - A. October 24, 2019
 - B. November 14, 2019
- 2. Order 262-2019 –** At the last meeting, the Council requested to have more discussion at this meeting on Order 262-2019 that pertains to an increase in Municipal Agent fees.
- 3. Granite Street Bridge –** Spoke with Joe Tedford of the DOT and was informed that the job should be completed by the end of this week.
- 4. Nomination to the MRC Board of Directors –** The Municipal Review Committee (MRC) is seeking nominations for election of three Directors to serve on the MRC Board of Directors for a three-year term. The deadline to submit a nomination form is October 18, 2019. A 500 word or less biography must be provided and signed by the nominee.
- 5. SRE Building –** As you are aware, we have had some problems with the gutters and the canopy on the new SRE building at the airport. Gary Nichols, President of Nichols Construction, has agreed to help with the gutters if Ralph can coordinate that with the day Nichols Construction is available to fix the canopy, but any methods or materials needed would have to be furnished by the town. The Public Works Director is working on a solution with Nichols and Hoyle Tanner and hopefully we can come to a favorable agreement.
- 6. Executive Session with Police Chief –** Chief Worster would like to meet with the Council in executive session to discuss some operational concerns. He is available the second or third week in October.

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- 7. Executive session to Discuss Economic Development-** The Chairman and I would like to meet with the Council in executive session to discuss a possible economic development issue.

Department Updates

Public Works

- Checking culverts for drainage, cleaning catch basins, and ditching culverts.
- Notified paving contractor that we still want to pave roads.
- Cut back tree limbs on tree belts.
- Patching potholes.
- Servicing snow removal equipment.
- Blocked off New York Street due to heavy rains causing trench to cave in.

Transfer Site

- Grimm Industries hauled 80% of metal pile.
- Scheduled wood ash to be hauled to Dolby Landfill.

Airport

- Contract signed by the Town and J.A. Larue for purchase of new snow blower.

Cemetery

- No issues.

Wastewater Treatment

- Performing required testing, maintenance, and mowing.
- Sewer project on New York Street moving slowly. Hope to have New York Street completed by November 15.

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- Revision solar project progressing slowly but could still be completed this fall.
 - Part-time employee is done for the season. Once again, he did a great job.

Police Department

- Another reminder that the incident totals are monthly and not biweekly.
- Responded to 495 incidents from September 1, 2019, to September 30, 2019. Events were wide-ranging: 19 medical calls, 62 information complaints, 12 PD accidents, 15 911 hang-ups, and 9 family fights.
- Applied for a \$8,700.00 grant for Project Safe Neighborhoods. This is a two part grant that will allow for additional patrol units and an educational drug recognition program for area adults.
- Addressed department goals with Deputy Chief & Sergeant.
- Ordered thicker gloves for the officers to deal with increase contact with Carfentanyl and Fentanyl. The AG has afforded the Police Department with Narcan and all officers will be trained in the proper use of intranasal Naloxone.
- Radio system for Police & Fire being redesigned.
- Participated in a Restorative Justice for a resident youth. One result of this program is to teach the Chief how to play the guitar. The desired outcome is for the youth to gain confidence to start a guitar club at school and to better understand the Police Department.
- Assisted with calls for service – four at the high school and one at Granite Street.
- Continue to train officers for physical agility portion of the Academy.
- Issued several more juvenile summonses. Expect investigations to result in juvenile corrective action.

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Fire & Ambulance

- One FF/Paramedic still out on injury.
- Attended meetings and events.
- Completed annual hose testing. Lost three sections due to leaks.
- Working with CMD on new inhouse generator. Unit is on order and waiting for delivery.
- Cleaned out Spruce Street Station and moved 1936 fire truck to the former mill site for storage.
- Held FF and EMS training.
- Attended propane training.
- Attended MFCA meeting at MMA convention.
- Conducted two inspections with FMO facilities in Millinocket.
- Worked with CEO on business occupancies and related LSC issues.

Health Officer

- Assisted citizen in getting a test for lead paint.
- Met with concerned citizen about neighbor's sewer. Checked this out and found no issues.

Recreation Department

- Cleaned buildings and sheds.
- Winterized pool.
- Served senior citizen meal.
- Conducted after school soccer program.
- Will submit Land & Water grant on Monday, September 14.

Administration

Treasurer

- On vacation.

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Tax Collector

- Completed motor vehicle weekly and monthly reporting.
- Monthly rapid renewal finalized.
- Busy with tax payments and motor vehicle registrations.
- MV registrations for the month of July, August, and September - \$431.00, \$295.00, and \$253.00.
- Preparing for October 2019 Wastewater billing.

Tax Assessor

- Assisted taxpayers with Homestead and Veteran exemption applications.
- Processed two supplemental tax bills.
- Worked on recreation complex valuation for the grant.
- Responded to insurance, realtors, and taxpayers' representatives.
- Gathered information for annual report.
- Trained Sue on data entry.

Code Enforcement Officer

- Assisted police with network matters.
- Issued permits.
- Dealt with complaints.

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Town Clerk

- State and local municipal absentee ballots for the November 5, 2019, Referendum election are available.
- September 2019 month end state agency fees processed and reconciled.
- Dog tags for 2020 are available on October 15. Rabies vaccination certificates are required for all new registrants and expired rabies tags.
- Finalized minutes for 9/26/2019 Council meeting.
- Posted November 5, 2019, Referendum "Notice of Election" at the town office, Millinocket Memorial Library, and of the town's website.

Human Resource/Welfare Director

- Payroll and A/P warrants.
- Worked on UNUM, General Assistance, Maine State Retirement, and unemployment.
- Responded to citizens looking for tax card and other information.
- Completed month-end work.
- Front office duties.
- Finished foreclosure process.

Town Manager

- Dealt with citizen complaints.
- Inspected sewer project and Granite Street bridge improvements.
- Took part in a panel presentation on regional planning at the MMA convention.
- Attended committee meeting with Our Katahdin.

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To: MRC Membership
From: Michael Carroll, MRC Executive Director
Date: September 30, 2019
RE: MRC Board of Directors Nomination Form

The Municipal Review Committee (MRC) is seeking nominations for election of three (3) Directors to serve on the MRC Board of Directors for three-year terms. Please find enclosed a nomination form for candidates to serve on the MRC Board of Directors. Candidates receiving the three highest numbers of votes in the upcoming election will fill three seats whose terms expire on December 31, 2019. The three-year terms of office will run from January 1, 2020 through December 31, 2022.

Eligible individuals must be an elected or appointed official, an employee, or legal resident of a Member Community. The MRC Bylaws limit the slate of candidates to the first nine nominations received. Nominees are placed on a slate of candidates for election by a vote of the MRC membership. MRC Board members are elected to serve the membership at large. Current MRC Board members whose terms expire are eligible to be nominated.

Please complete and return the enclosed form if your municipality wishes to nominate an individual for consideration of placement on the slate of candidates. The Board of Directors is a highly active decision and policy-making body for the organization that oversees the organization's mission and purpose through its relationship with the Coastal Resources of Maine facility in Hampden. If potential candidates have questions concerning the Board of Directors' duties, please contact a current member of the MRC Board of Directors or Michael Carroll Executive Director at (207) 664-1700).

The deadline for submitting a nomination form is October 18, 2019. An annual election ballot with the final slate of candidates will be prepared and mailed to all MRC Members after the MRC Board of Directors meeting on October 23, 2019. At the Annual Membership meeting in December, the election results will be announced. The date of the Annual Membership meeting will be announced later.

Please contact Michael Carroll with any questions you may have on the nomination process, at (207) 664-1700 or execdirector@mrcmaine.org.

Michael Carroll

A handwritten signature in cursive script that reads "Michael Carroll".

Municipal Review Committee
Executive Director

Enclosure

• 207-664-1700
• info@mrcmaine.org
• execdirector@mrcmaine.org



20 Godfrey Drive •
Orono, Maine 04473 •
www.mrcmaine.org •

**MUNICIPAL REVIEW COMMITTEE, INC.
BOARD OF DIRECTORS NOMINATION FORM
TERM JANUARY 01, 2020 to DECEMBER 31, 2022**

Submitted by MRC Member: _____ Date _____
(Town/City/County/Regional Association)

Nominee Name: _____

Circle and list all that apply to Nominee for questions 1. through 3. below:

- 1 YES / NO – Legal Resident of MRC Member: _____
- 2 YES / NO - Elected or Appointed Official of MRC Member: _____
- 3 YES / NO – Employee of MRC Member: _____

Mailing Address: _____

Telephone: _____ FAX: _____ Email: _____

- **Attach a five hundred word or less biography provided and signed by the nominee.**
- **The biography will need to be accompanied by Nomination Form via email.**

REMINDER: The final slate is limited to the first nine (9) nominations received

Please return this form by email on or before **October 18, 2019** to:
execdirector@mrcmaine.org

John Davis

From: Craig Worster
Sent: Friday, September 27, 2019 7:27 AM
To: John Davis
Subject: Executive Session

John, I would like to request an audience with the counsel members in executive session to discuss a few operational concerns. This is to prevent the public release of sensitive information. I will present to the counsel a 6 month review on the department at this time. I would be prepared to do this either the 2nd or 3rd week of October.

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.



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

October 3, 2019

To: Harold Davis, Town Manager

From: Ralph Soucier, Public Works Director

Subject: Public Works Activity Report

Safety: No Issues

Public Works:

Checking culverts for drainage before freeze up. Cleaning out catch basins. Notified paving contractor. Still waiting to do roads. Cutting back tree limbs on tree belts. Ditching culverts. Patching holes. Getting Plow Trucks and snow removal equipment serviced. Responded to New York Street sewer project. Open road had caved on the sides. Had to block off sidewalk and road for safety. Cause was heavy rain flow in open trench.

Transfer Station:

Grimmel Industries hauling from metal pile. 80% completed. Scheduling wood ash to be hauled to Dolby Landfill for disposal.

Airport:

Still waiting for warrantee work to be completed on SRE Building. Working with Hoyle Tanner on this issue. Contract docs have been signed by the Town and J.A. Larue for purchase of new snow blower with FAA Grant.

Cemetery: No issues.

Respectfully Submitted,
Ralph T. Soucier
Director Millinocket Public Works

MEMO

Millinocket Wastewater Treatment Facility

October 04, 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. The sewer upgrade construction project on New York Street is moving along very slowly. The plan is to complete New York Street before the 15th of November, still. The Revision Energy solar panel project is progressing slowly; at this point they are pretty committed that the project will be completed this fall. Our summer time helper is now done for the season. He has done a great job with the grounds work, this summer.

Memo

To: Town Manager
From: Chief of Police
CC: Town Council
Date: October 4, 2019
Re: Activity report

- Just a reminder, the incident totals are monthly now and the stats below are from 8/1/19 to 8/30/19
- *We generated or responded to 495 Incidents since September 1, 2019 to September 30, 2019.*
- *Major incidents for the time period were 38 citizen/agency assists, 19 medical calls, 62 Information complaints, 11 welfare checks, 12 PD accidents, 5 disorderly conducts, 6 wanted outs, suspicious and noise problems, 15 - 911 hang ups and 9 family fight calls.*
- Chiefs report
- Applied for a \$8700.00 grant "Project Safe Neighborhoods". This is a two part grant, the first would be additional patrol units and an educational drug recognition program for area adults.
- Held a staff meeting with the Deputy Chief and Sergeant to address department goals and new programs coming to the department.

- All staff of the Millinocket Police Department have completed weapons qualification for the fall 2019.
- Due to the increased contact with Carfentanyl and Fentanyl, the following procedures were adopted, to help mitigate the dangers of this current drug trend:
 - Thicker gloves were ordered that gives better protection to the officers
 - The AG's office has provided the Police Department with Narcan for the officers to carry. All officers will receive training in the proper use of the intranasal Naloxone.
 - A new policy has been drafted and will be reviewed by all.
- The radio system for the Police/Fire department is currently being reviewed and re-designed.
- Participated in a Restorative Justice circle for a resident youth who was caught with alcohol at a "pit party" this past summer. Part of his restorative action is to teach me how to play guitar! This is being required to provide him with two important things as a result of the violation.
 - Gain some confidence to start a guitar club at school
 - To better understand the Police Department and to get to know the officers.
- Assisted the School with calls for service, four at the high school and one at Granite Street.
- Ongoing training/monitoring several officers for the physical agility portion of the academy and ensuring that they are staying in shape.
- Have issued several more juvenile summons for criminal mischief. Several investigations are pending for juvenile misconduct and expect that those investigations will result in juvenile corrected

action being taken. We are working closely with the Juvenile Probation Officer.



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

Manager Davis,

Have one FF/Paramedic out on injury.

Attended various committee meetings and event functions.

Completed annual hose testing of all active hose lines (lost 3 sections due to leaks)

Working with CMD on installation of new inhouse generator at the Fire Dept. unit is on order and just awaiting delivery date.

Worked to clean out Spruce Street Station and moved 1936 American La France Ladder Truck to safe and dry storage area. Awaiting storage space to move items to there from Spruce St. Also moved rescue boggan trailer to Airport for winter storage with MPD 4 wheeler.

Held FF and EMS training.

Attended Propane Training Class with Medway Fire presented by MFSI.

Attended annual MFCA meeting at MMA Convention and presented on NFPA "Remembering When" program for senior adult Fire and Fall Safety Prevention as part of AARP Age Friendly Communities.

Conducted two inspections with FMO for facilities in Millinocket.

Worked with CEO on business occupancies and related LSC issues.

10/04/2019
Chief Malcolm



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

Manager Davis,

Assisted citizen with getting someone to help her with way to test for lead paint in her home.

Met with citizen concerns about neighbor's sewer and went to check it our found no issues and advised need to talk with neighbor about their concerns.

10/04/2019

Chief Malcolm
Health Officer
Town of Millinocket

John Davis

From: Jesse Dumais
Sent: Friday, October 04, 2019 11:54 AM
To: John Davis
Subject: RE: Activity Reports

- MOTOR VEHICLE DAILY, WEEKLY AND MONTHY REPORTING COMPLETED
- MONTHLY RAPID RENEWAL COMPLETED
- WINDOW, MAIL EXTREMELY BUSY WITH TAX PAYMENTS AND MV REGISTRATIONS
- MV REG. FOR THE MONTH OF JULY TOTAL 431, AUG. TOTAL 295, SEPT. TOTAL 253
- PREPARING FOR OCT 2019 WASTE WATER BILLING

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

•

From: John Davis <manager@millinocket.org>
Sent: Thursday, October 03, 2019 10:06 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <taxcollector@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>
Subject: Activity Reports

Try to have your activity report to me by noon on Friday, October 4.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Lorna Thompson
Sent: Thursday, October 03, 2019 3:00 PM
To: John Davis
Subject: RE: Activity Reports

Today's accomplishments:

Assisted taxpayers with Homestead and Veteran exemption applications.

Processed two supplemental tax bills.

Worked on the valuation of the rec complex for the grant.

Responded to insurance companies, realtors, taxpayers and tax representatives.

Compiled information for town reports.

Trained Sue on the data entry project that we are working on.

From: John Davis <manager@millinocket.org>
Sent: Thursday, October 3, 2019 10:06 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <taxcollector@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>
Subject: Activity Reports

Try to have your activity report to me by noon on Friday, October 4.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Richard Angotti
Sent: Sunday, October 06, 2019 5:33 PM
To: John Davis
Subject: Re: Activity Reports

Assist police with network issues. Issue permits. Deal with complaints

Get [Outlook for iOS](#)

From: John Davis <manager@millinocket.org>
Sent: Thursday, October 3, 2019 10:06:27 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <taxcollector@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>
Subject: Activity Reports

Try to have your activity report to me by noon on Friday, October 4.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Diana Lakeman
Sent: Thursday, October 03, 2019 12:05 PM
To: John Davis
Subject: RE: Activity Reports

Town Clerk:

- Received State and Local Municipal Absentee Ballots for the November 5, 2019 Referendum Election and are available 10/3/2019.
- Reconciled and process all State Agency fees for September 2019 Month End.
- Preparation made to fulfill all Election Day requirements by their selected due dates.(ballot inventory count, ballot testing, notifications, scheduling and etc.)
- ***REMINDER*** Dog Tags for 2020 will be available **October 15, 2019; Rabies Vaccination Certificates** are required for all **new** registrants and expired rabies tags.
- Fulfilling regular daily office requests and duties.

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, October 03, 2019 10:06 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <taxcollector@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>
Subject: Activity Reports

Try to have your activity report to me by noon on Friday, October 4.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Diana Lakeman
Sent: Thursday, October 03, 2019 3:56 PM
To: John Davis
Subject: RE: Activity Reports

In addition-

- Finalized minutes for 9/26/19 Town Council meeting

Please add to prior email, I forgot.

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, October 03, 2019 10:06 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <taxcollector@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>
Subject: Activity Reports

Try to have your activity report to me by noon on Friday, October 4.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Diana Lakeman
Sent: Thursday, October 03, 2019 4:58 PM
To: John Davis
Subject: RE: Activity Reports

ONE MORE ADDITION:

- Posted the November 5, 2019 Referendum "Notice of Election" on October 1st, 2019 in three (3) different locations at the Town Hall, one (1) at the Millinocket Memorial Library, on the Town's website, placed an ad in the local Katahdin Times journal and place an ad to run in the community calendar on the local radio station. (Note: a prior posting of the Notice of Absentee Voting in the local nursing home and assistant living facilities on 8/22/19)

Thanks for adding.

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, October 03, 2019 10:06 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <taxcollector@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>
Subject: Activity Reports

Try to have your activity report to me by noon on Friday, October 4.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Lori Santerre
Sent: Monday, October 07, 2019 8:49 AM
To: John Davis
Subject: Report

Payroll
A/P's
Unum
General Assistance
Tax Cards and information for citizens
Maine State Retirement
Unemployment
Month end/quarter work
Front office
Finished up foreclosure process

Lori Santerre
Human Resource
Town of Millinocket, Me. 04462
207-723-7000 x5

ORDER #266-2019

PROVIDING FOR: Execution of the Warrant for October 3, 2019

IT IS ORDERED that the Warrant for October 3, 2019 in the amount of \$ _____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #267-2019

PROVIDING FOR: Execution of the Warrant for October 10, 2019

IT IS ORDERED that the Warrant for October 10, 2019 in the amount of \$_____ is hereby approved.

Passed by the Town Council _____

Attest: _____

PROVIDING FOR: Approval of lease agreement.

IT IS ORDERED that the Millinocket Town Council approves the lease agreement between the Town of Millinocket and Anthony D. Cesare, commencing on November 1, 2019, and ending on October 31, 2022.

NOTE: A copy of the lease is attached to this order.

PASSED BY THE COUNCIL: _____

ATTEST: _____

**AGREEMENT TO PROVIDE FOR LEASE OF SPACE AT MILLINOCKET
MUNICIPAL AIRPORT BY THE TOWN OF MILLINOCKET, MAINE TO
ANTHONY D. CESARE D/B/A WEST BRANCH AVIATION LLC**

November 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 **Anthony D Cesare**, d/b/a West Branch Aviation, P.O. Box 53, Millinocket, ME 04462, 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 GNP Hangar (the Hangar) and the Jet Fuel System. 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 November 1, 2019 and end on October 31, 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 November 1, 2019, the following lease fees or arrangements shall be in effect:

- A. Hangar Lease.** The lease fee for the Hangar shall be Two Hundred Ninety Dollars and No Cents (\$290.00) per month less any leasehold improvement credits as outlined in Appendix A, commencing on November 1, 2019 for a period of Thirty Six (36) months with the last payment due on October 1, 2022.
- B. Jet Fuel System.** The Lessee in lieu of a cash lease payment to the Lessor, shall maintain the Jet Fuel System in good working order and cover any and all maintenance expenses (i.e., filters, minor repairs, etc.) Any major repairs classified as "major" by the Lessor and Lessee shall remain the responsibility of the Lessor.
- C. Lease Renewal.** If both parties agree, a new Lease may be negotiated between the parties and said negotiations should begin no later than September 1, 2022. Failure to successfully negotiate an new lease that would be effective on November 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 Four Hundred Thirty Five Dollars and No Cents (\$435.00) per month as of November 1, 2022 if no lease is in place. In no event will the Lessee occupy the Hangar past March 1, 2023 without a lease agreement in place.
- D. 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 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.**

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. 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.
- 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:

FOR THE LESSEE:

Harold Davis, Town Manager

Anthony D. Cesare, WBA LLC

Date: _____

Date: _____

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

PROVIDING FOR: Donation of \$100.00 to the Millinocket Performing Arts.

IT IS ORDERED that the Millinocket Town Council donate \$100.00 for a full page add in the Program Advertisement of the Millinocket Performing Arts to help sponsor students from Millinocket and East Millinocket in their performance of "Back to the 80's".

NOTE: If approved, the funds will be expended from Account 0816-3813, Public Health & Welfare. This will leave a balance of \$4,800.00 in this account.

PASSED BY THE COUNCIL: _____

ATTEST: _____

Program Advertisement

Millinocket Performing Arts Dept.

with students from Unified Performing Arts
presents

Back to the 80's

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Please make checks payable to Stearns High School. Thank you.

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FROM THE TOWN OF MILLINOCKET

Supporting Local Cultural Arts

197 Penobscot Avenue
Millinocket, ME 04462

723-7000
723-7002 (Fax)

PROVIDING FOR: Approval to use Capital Improvement funds.

IT IS ORDERED that the Millinocket Town Council approves the expenditure of funds from Account E-1300-9504 (Police Department/ Capital Improvement) for \$4557.00 to pay for the new camera installation in the Municipal Building.

NOTE: The Council budgeted \$10,000.00 for replacement vests for the Police Department. Due to the award of grant funds, the department will use approximately \$5,000.00 to purchase the vests. If approved, the balance in Account E-1300-9504 will be \$5,443.00.

PASSED BY THE COUNCIL: _____

ATTEST: _____

John Davis

From: Craig Worster
Sent: Tuesday, October 08, 2019 8:51 AM
To: John Davis
Subject: Capital

John,

As you know we were forced to upgrade the camera system, due to the failure of two cameras and the DVR.

Could you place an order in front of the Counsel asking for permission to use \$4557.00 from my Capital Improvement to pay for the camera install throughout the building? The total amount in that account is \$10,000.00 which was earmarked for the replacement vests for the officers, we have ordered the replacement vests and will only use approximately \$5,000.00 due to the use of a grant.

What are your thoughts on asking for part of the replacement cost of the cameras coming from the rent received from the court, since they are also benefiting from the upgrade?

Craig Worster

*Chief of Police
Millinocket Police Department.
207-723-9731
207-723-7019
207-350-5018 (cell)
207-723-7004 (Fax)*

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ORDER #271-2019

PROVIDING FOR: Transfer of funds.

IT IS ORDERED that the Millinocket Town Council approves the transfer of funds for \$2,852.00 from Account 1002-0420 (Recreation Part Time), to Account 1002-2008 (Equipment/Repairs/Replace), to replace two 10KW 240V heaters and four 4000K 40W LED lights.

PASSED BY THE COUNCIL: _____

ATTEST: _____

GILMAN ELECTRICAL SUPPLY
1928 MEDWAY ROAD

MEDWAY ME 04460 USA
TEL: (207)746-3207 FAX: (207)746-3298
CONTACT: Sean

QUOTE FOR: TOWN OF EAST MILLINOCKET
ACCT: DQ-30075 TOWN OF EAST MILLINOCKET

53 MAIN STREET
EAST MILLINOCKET, ME 04430
TEL: (207)746-3551

QUOTATION			PAGE 1
QUOTE # 1060349	DATE 10/08/2019	REV # 2	REV DATE 10/08/2019
QUOTE EXPIRES 11/07/2019		PREPARED BY SEAN	
SLS 3297		INSL 9000	
FOB SHIPPING POINT		FREIGHT PREPAID	

CUST PO #
REC DEPT
JOB NAME

LN	QTY	PRODUCT CODE	DESCRIPTION	PRICE	PER	EXT AMT
01	11	TOPAZ FL4/40W/40K/D	LED STRIP 4' 4000K 40W 5240L DLCP	80.00	E	880.00
02	2	KIN KB24103MPB2	10KW 240V U HTR	986.00	E	1972.00

From: account
1002-0420

To: 1002-2008

MDSE: 2852.00 *
TAX: 0.00
TOTAL: 2852.00 **

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