

TENTATIVE AGENDA  
ORGANIZATIONAL AND REGULAR COUNCIL MEETING  
MONDAY, NOVEMBER 11, 2019 at 7:00 PM

**\*\*\*Note DATE and TIME Change\*\*\***

**'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. Adjustments to the Agenda
3. Pledge of Allegiance

**OLD BUSINESS**

**NEW BUSINESS**

4. Approval of Minutes of the October 24, 2019 Regular Town Council Meeting and the November 7, 2019 Executive Sessions
5. ORDER #282-2019 Ratify the 2019 Municipal Election Results
6. Swearing in of New Town Council Members
7. Swearing in of New School Board Members
8. Open the Floor to Nominations for Council Chair
9. ORDER #283-2019 Election of New Town Council Chair
10. ORDER #284-2019 Adoption of the Town Council Procedures Policy \*Amended 12/8/2016
11. Special Presentation: Swearing in of New Police Officer (Hrynuk)
12. Town Manager's Report
13. ORDER #285-2018 Execution of the Warrant for November 11, 2019
14. ORDER #286-2019 Approval of Snowmobile Trail Maintenance Application to the Maine Department of Conservation
15. ORDER #287-2019 Approval of Donation to Christmas in Katahdin
16. ORDER #288-2019 Approval of Donation to Maine Public
17. Reports and Communications:
  - a. Warrant Committee for the November 25, 2019 Council Meeting will be Councilor Pelletier and Councilor Stratton
  - b. Chair's Committees Reports
  - c. Two Minute Public Comment
18. Adjournment

October 24, 2019

The Regular meeting of the Millinocket Town Council was brought to order by Chair McEwen in Council Chambers office at 4:31pm.

**Roll Call:**

Town Council Members Present:

Pelletier	Pray
Jackson	Stratton
Madore	Golieb-Excused
McEwen	

Also present were: Town Manager John Davis, Town Clerk Diana M. Lakeman, Fire Chief Thomas Malcolm, Chief Craig Worster, Airport Supervisor Jeffrey Campbell, Public Works Director Ralph Soucier, Wastewater Director Jim Charette, Treasurer Mary Alice Cullen, Tax Collector Jesse Dumais, Media Ben Barr and 0 in public.

**Pledge of Allegiance**

Approval of the Minutes for October 10, 2019 Regular Town Council meeting and October 17, 2019 Executive Session.  
Motion-Stratton                      Second-Madore                      Vote 6-0

**OLD BUSINESS:**

Remove from Table #268-2019 TABLED (10/10/2019)

Motion-Madore                      Second-Pray                      Vote 6-0

ORDER #268-2019 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

Motion- Madore                      Second- Jackson                      Vote 6-0

No Comments

**-NEW BUSINESS**

**-SPECIAL PRESENTAIONS:**

**\*Town Manager's Report October 24, 2019**

Manager additions: Personnel Appeals Board are all to expire November 2019, Two (2) seats available on the Board of Appeals.

Next Meetings held in Council Chambers @ 7 p.m.& 4:30 p.m.

November 11, 2019

November 25, 2019

December 12, 2019

December 26, 2019

Granite Street Bridge – The repair work to the Granite Street Bridge is completed and the bridge is now open. The DOT may still have a few signs to take down to lessen the confusion. I want to applaud the DOT for a job well done and ahead of schedule.

Sewer Project – The sewer project on New York Street is done for this year. The project did not go as smoothly as we hoped. Olver Associates will send letters to the residents on the effected streets explaining

why the job is not on schedule. At the last contractors meeting, the Town expressed that we were not happy with the progress so far and were assured that things would improve when the job resumes in the spring.

Millinocket Heritage Square – At their last meeting, the committee broke the plan for Heritage Square down to three or four parts. They agreed that planting trees is the part that they want to complete before winter. A resident has offered to donate a Christmas tree to decorate and put on the corner lot. I have reached out to Christine Theriault to see if the Steering Committee is interested.

Solar Plant Timeline – Emera wants to look further into the antiquated power lines that feed the Wastewater Treatment Plant. Would like to begin tree clearing, stump removal, and chipping all the material the first week of November.

Omega Benefits Strategies Open House – Town officials have been invited to attend the Omega Benefits Strategies open house celebration on Thursday, October 24, from 5 to 7p.m.

Curfew – I have attached a copy of the curfew ordinance for Council discussion.

Order 262-2019 – The Council had requested further discussion on this order at the last meeting. I have attached a survey conducted by the Sanford Town Office listing some of the towns and cities that have or have not implemented this policy.

Phone Conference with Will Elting of Bike Maine – We discussed the following items:

The tentative route – Orono, Lincoln, Patten, Millinocket, Dover Foxcroft.

Spend two nights in Millinocket, one in the other towns.

Need about three acres to set up tents (athletic fields).

No more than 450 participants.

First step is to find a Town Coordinator.

## **Department Updates**

### **Public Works**

Paving – B&B Paving getting ready to pave the following streets: Central Street – outside lanes coming into town from the east end to Millinocket Stream, Popular Street, Katahdin Avenue to the hospital entrance including repairs at the railroad crossing, Water Street at the Central Street intersection, State Street from the High School entrance to Second Street Bridge, Second Street from the bridge to Aroostook Avenue, Prospect Street from Short Street to York Street corner, Spruce Street off Katahdin to clean up drainage issue, Shim and overlay Colony Place.

### **Transfer Station**

New facility in Hampden has increased production by 21%. The MRC sent newsletters to members indicating such.

Working with the DEP to see if the fines from the process (such as glass)) could be good for landfill cover. Senator Collins toured the facility and recognized the value of our municipal collaboration that helped bring state of the art technology to the region. MMA officials also had a chance to visit the plant.

### **Airport**

FAA awarded grant to purchase new snow blower. Delivery window could be 30 weeks. Deadline is August of 2020.

Tim LeSiege, Aviation Engineer for MDOT visited the airport to do an annual runway inspection and we are awaiting the results.

### **Cemetery**

No issues.

### Wastewater Treatment

Required testing and maintenance.

Sewer upgrade on New York Street completed for the season. The plan for next spring is for Northeast Paving to send a couple of crews to finish the project.

Revision Energy solar timeline is attached.

### Police Department

Responded to 495 incidents last month. That is 174 more than this time last year. The calls are consistent with the last three to four months.

Chief held an executive session with the Council to explain some of the activities going on in the Police Department.

Attended a grant writing class held by the Department of Public Safety and the Bureau of Highway Safety. The entire staff has started mandatory online training.

The DA's office held training on transferring cases electronically.

Radio system for PD and FD is being redesigned.

Two calls for service at the High School and one at Granite Street.

Conducted community policing at Granite Street with the State Police. Demonstrated an officer safety program and read three books.

Ongoing training to get new officers ready for the Academy.

Dealt with a mentally unstable person that kept walking away from the hospital. Working with the hospital to produce a long-term solution to this problem.

### Fire & Ambulance

Still one FF/Paramedic out on injury.

Chief covering day shift for vacations and other vacancies.

Attended meetings and other events.

Held FF/EMS training.

Ambulance was out of service due to issues with patient compartment. Repairs completed and unit back in service.

Worked with Rec Department for a space to store the rescue boat.

New snow sled and trailer being prepped and awaiting delivery.

### Health Officer

Assisted citizen with Radon inspection.

Participated in webinar on Influenza and infectious disease conditions.

Dealing with a swine issue within town limits.

### Recreation Department

Commission meeting Wednesday.

Cleaned out sheds, pool garage, and maintenance building.

### Administration

#### Treasurer

Mailed foreclosure notices on October 9 to 18 properties for unpaid sewer bills lien on May 18, 2018. This covers unpaid sewer bills dated April 14, 2017, to July 28, 2017. Lien will mature on November 18.

Attached the 2019 financial report.

#### Tax Collector

Completed weekly motor vehicle reporting.

Quarterly Wastewater billing finished.

Performed normal office duties.

#### Tax Assessor

Responded to taxpayer questions.  
Processed exempt applications.  
Completed BETR forms.  
Assisted Fire Chief with assigning addresses.

#### Code Enforcement Officer

Answered complaints.  
Issued permits.  
Assisted staff with computer network issues.  
Worked on ADA issues.

#### Town Clerk

Completed minutes for October 10, 2019, Council meeting.  
Went through the necessary steps to prepare election ballots.  
Daily updates to CVR.  
Processed 2020 dog registrations.  
2020 snowmobile stickers available as of October 17, 2019.  
Reviewed new election laws.

#### Human Resource/Welfare Director

Prepared A/P and payroll warrants.  
Worked on tax acquired property deeds.  
Attended meeting with Town Attorney on a personnel issue.  
Regular office duties.

#### Town Manager

Attended contractors meeting with Sunset Development, Northeast Paving, and Olver Associates about sewer project.  
Met with Town Attorney on personnel issue.  
Held executive session with Town Council.  
Dealt with the public on a variety of issues.

#### **Councilor Comments:**

Pelletier- agree to carry forward with order#262-2019 as passed without further discussion, anticipates more information pertaining to intensions for Heritage Square, supports with concerns of curfew ordinance.

Jackson-glad Granite Street bridge is finalized, in favor to move passed order #262-2019 without further discussion, anticipates more information pertaining to intensions for Heritage Square Park, inquires responsibility of costs for solar line project updates, supports a Town curfew while seeking more public involvement, inquires to PD Report of incidents at the High School, Chief Worster explains 50/50 general population to Kids Peace, Mental Health committee working on solutions concerning the mentally unstable for housing and on call medical personnel better to deal with than local emergency, suggests Bike Maine is best skilled to negotiate with the cyclists.

Stratton-glad Granite Street Bridge is open, unfortunate issues with Sewer project, glad to see conversation is happening pertaining to Heritage Square Park, states she would like the Town to assist Our Katahdin in any way we can, would appreciate more input from the community before moving forward with curfew ordinance, notes all concerns are settled with order #262-2019.

Golieb- n/a

Madore- states concerns with the sewer project noting lowest bids are not always best, concerns with the planting of trees this late in the year at Heritage Square park, glad to see the start of the solar project time line with line upgrades, wishes luck to all candidates on the municipal ballot, notes with anticipation he will be attending the Omega Strategies open house, order#262-2019 passed and ready to move on, suggests James

Matthew Delaney and/or Alish Keating for the Bike Maine contact person, concerns with Wastewater project, shares appreciation to Chief Worster with the executive session, shares same concerns with inquires the incidents at the school with general population or Kids Peace, inquires suggestions for a resolution pertaining to long term fire fighter's absence noting would like to see full staff.

Pray- Concerns with pending paving issues pertaining to Northeast Paving resolving in the spring with inquiries of reference, informs along with the Municipal ballot there is also two (2) State referendum questions, inquires intension of tree type being planted and Town involvement with responsibilities of maintenance at Heritage Square park, appreciation for the invite to the open house at Omega Strategies, encourages the public to express concerns through the forum of a public hearing pertaining to Town Ordinance for Curfew, order #262-2019 passed through prior council action noting state wide fee increase, agrees James Matthew Delaney great recommendation for Bike Maine liaison, shares appreciation for the Town Manager's report.

McEwen- recommends Heritage Square plan intensions updates through Town Council meeting presentation, suggests the Town Curfew ordinance has more public involvement and input with the process of public hearing: Stroll Poll concludes majority in favor to proceed with public hearing process; order #262-2019 supports and ready to move forward, intends to brain storm further pertaining to an Event Coordinator for Bike Maine, Stroll poll for Executive Session on Economic Development to be held on Thursday, November 7<sup>th</sup> at 4:00pm-all in favor.

**Public Comment:**

Jesse Dumais, 10 Somerset Street/Tax Collector, feels as though the Town and community have been mislead with the intensions and happening at Heritage Square Park, glad to see moving passed order #262-2019.

**ORDER #275-2019 PROVIDING FOR:** Execution of the Warrant for October 24, 2019

IT IS ORDERED that the Warrant for October 24, 2019 in the amount of \$221,646.49 is hereby approved.

Motion-Madore                      Second-Pray                      Vote 6-0

**ORDER #276-2019 PROVIDING FOR:** Date, Time, Place, Warden for the November 5, 2019

Referendum/Municipal Election.

IT IS ORDERED that the Referendum/Municipal Elections will be held on Tuesday, November 5, 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.

Motion-Pelletier                      Second-Madore                      Vote 6-0

**ORDER #277-2019 PROVIDING FOR:** Processing Absentee Ballots for the November 5, 2019

Referendum/Municipal Elections

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 November 5, 2019 Referendum/Municipal Elections.

Motion-Jackson                      Second-Madore                      Vote 6-0

**ORDER #278-2019 PROVIDING FOR:** Office Hours of the Registrar for the November 5, 2019

Referendum/Municipal Election

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.

Motion-Stratton                      Second- Madore                      Vote 6-0

ORDER #279-2019 PROVIDING FOR: Donation to the LifeFlight Foundation.

IT IS ORDERED that the Millinocket Town Council donates \$1,000.00 to the LifeFlight Foundation.

NOTE: If approved, the funds will be expended from Account #0816-3813, Public Health & Welfare. A balance of \$3,900.00 will be left in this account.

Motion- Pray                      Second- Madore                      Vote 6-0

Councilor Madore expresses the foundation is more than deserving for the services provided to the community.

**Reports and Communications:**

- a) The Warrant Committee for the November 11, 2019 Organizational Meeting will be Chair Pelletier and Councilor Stratton.
- b) Chair's Committees Reports: Chair McEwen;
  - Economic Development committee: next meeting to be held on Tuesday, November 5<sup>th</sup> at 5pm
  - Age Friendly Communities Committee: next meeting to be held on Tuesday, October 29<sup>th</sup> at 4:30pm
  - Events Committee meeting: n/a
  - Sustainable Subcommittee: n/a
- c) Two Minute Public Comment: Motion to adjourn at 5:22p.m. –Pray   Second –Madore   Vote 6-0

November 7, 2019

The Executive Session was brought to order in the Town Managers office at 4:00 pm by Chair McEwen

Roll Call:

Town Council Members Present:

Pelletier	Jackson
Stratton	Golieb
Madore	Pray- excused (joined Via-Phone)
McEwen	

Also in attendance: Town Manager Harold Davis, Town Attorney Dean Beaupain.

ORDER #280-2019 PROVIDING FOR: Executive Session of the Town Council.

IT IS ORDERED that the Millinocket Town Council enter into executive session pursuant to Title 1 M.R.S.A. § 405(6)(C) for discussion on Economic Development and Title 1 M.R.S.A. § 405(6)(E) Consultations with Legal Counsel.

Motion-Madore          Second-Stratton          Vote 6-0

Motion to Adjourn @ 4:27 pm- Madore, Second-Golieb, 6-0

@ 4:28pm

ORDER #281-2019 PROVIDING FOR: Executive Session of the Town Council.

IT IS ORDERED that the Millinocket Town Council enter into executive session pursuant to Title 1 M.R.S.A. § 405(6)(C) for discussion on Economic Development and Title 1 M.R.S.A. § 405(6)(E) Consultations with Legal Counsel.

Motion-Jackson          Second-Madore          Vote 6-0

Motion to Adjourn @ 4:50 pm -Madore   Second- Golieb   Vote 6-0



ORDER #282-2019

PROVIDING FOR: Ratification of the November 5, 2019 Municipal Election Results

IT IS ORDERED that the results of the November 5, 2019 General Election are hereby ratified as follows:

**NOVEMBER 5, 2019 MUNICIPAL ELECTION RESULTS**

**TOTAL VOTES CAST: 1362**

**MUNICIPAL RESULTS:**

**TOWN COUNCIL 3 YEAR TERM: VOTE FOR 2**

McEwen, Cody R.	586
Pray, Charles P.	552
BLANK VOTES	224

**SCHOOL BOARD 3 YEAR TERM: VOTE FOR 2**

Emery, Hilary L.	449
Jamieson, Peter A.	526
Jewers, Michael B.	276
BLANK VOTES	111

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

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

ROVC (Return of Votes Cast) November 5, 2019 Millinocket Municipal Election

<u>TOWN COUNCIL 3 Year (Vote for 2)</u>	Total: <u>1362</u>
McEwen, Cody R. <u>586</u>	(687)
Pray, Charles P. <u>552</u>	
Blanks <u>224</u>	

<u>SCHOOL BOARD 3 Year (Vote for 2)</u>	Total: <u>1362</u>
Emery, Hilary L. <u>449</u>	(681)
Jamieson, Peter A. <u>526</u>	
Jewers, Michael B. <u>276</u>	
Blank <u>111</u>	

Warden Signature  Town Clerk Signature 

**THIS SIGNED COPY MUST BE RETURNED TO THE MUNICIPAL CLERK.**

**TABULATOR TALLY SHEET**  
**November 5, 2019 – Municipal Election**

Millinocket

Municipality: Municipal Election - ONLY - W-P: 1-1

**TOTAL BALLOTS CAST**

TOTAL BALLOTS COUNTED BY TABULATOR	681
TOTAL AUXILIARY BALLOTS	0
TOTAL BALLOTS CAST	681

**CERTIFICATION**

We, the undersigned election officials duly sworn, do declare that, in accordance with 21-A MRSA §695 & §698, we have publicly sorted, counted, declared, recorded, and packaged all ballots cast at the Referendum Election held on Tuesday, November 5, 2019.

Thomas A. MacDonell  
Election Clerk Counting Ballots

John B. Fitch  
Election Clerk Counting Ballots

**THIS FORM MUST BE IMMEDIATELY DELIVERED TO THE MUNICIPAL CLERK**

**WARDEN'S AUXILIARY BALLOTS TALLY SHEET: November 5, 2019 Millinocket Municipal Election**

**TOWN COUNCIL 3 Year (Vote for 2):**

McEwen, Cody R. 586  
Pray, Charles P. 552  
Blanks 224

TOTAL

1362  
(VOTE FOR 2)

**SCHOOL BOARD 3 Year (Vote for 2)**

Emery, Hilary L. 449  
Jamieson, Peter A. 526  
Jewers, Michael B. 276  
Blank 111

TOATL

1362  
(VOTE FOR 2)

**CERTIFICATION**

We, the undersigned election officials duly sworn, do declare that, in accordance with 21-A MRSA §695 & §698, we have publicly sorted, counted, declared, recorded, and packaged all ballots cast at the Referendum/Municipal Election held on Tuesday, November 5, 2019.

Ballot Clerk Signature

Thomas J. McEwen

Ballot Clerk Signature

Barbara R. F. F. F.

**THIS SIGNED COPY MUST BE SEALED WITH THE TALLY TAPE AND VOTED BALLOTS.**

ORDER #283-2019

**PROVIDING FOR:** Election of Town Council Chairman

**IT IS ORDERED** that the Millinocket Town Council elects \_\_\_\_\_ as its Chairman for a one-year term commencing on November 11, 2019, and ending in November of 2020, or until a successor is duly elected.

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

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

**ORDER #284-2019**

**PROVIDING FOR:** Acceptance of Town Council Procedure Policy.

**IT IS ORDERED** that the Millinocket Town Council adopt the Town Council Meeting Procedure Policy amended on December 8, 2016, a copy of which is attached to this order.

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

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

**TOWN OF MILLINOCKET**  
**TOWN COUNCIL MEETING PROCEDURE POLICY**

**The Millinocket Town Council hereby adopts the following Town Council Meeting Procedure Policy:**

**Section 1— Intent.** It is the intent of this policy to provide a general guideline on the conduct of business by the Town Council. It is not intended to conflict with the Town Charter or to be rigid in its application. The Chairperson is given latitude in its administration.

**Section 2 — Quorum.** A majority of the full Council shall constitute a quorum for the conduct of business.

**Section 3 — Action by Council.** For an item of business to be approved, a majority of the quorum present and voting must be in the affirmative, except for matters requiring a majority vote of the entire Council specifically addressed in the Town Charter.

**Section 4 — Business Items.** Items to be considered by the Council will be placed on a written agenda and may include the following:

- A. Roll call of members.
  - 1. Recital of the Pledge of Allegiance.**
- B. Approval of the minutes of the preceding meeting(s) with or without corrections.
- C. Special Presentations (15 minutes)
- D. Town Manager's Report
- E. Unfinished business.
- F. New business.
- G. There will be a separate warrant for pass through accounts.**
- H. Upload packet to the Town's Website**

**Section 5 — Presiding Officer.** The presiding officer shall be the Chairperson.

- A. Duties of the Chairperson. The Chairperson shall preside at all meetings; preserve decorum and order; speak to points of order in preference to other members and decide such matters, subject to appeal of the entire Council by motion and second which may override the decision of the Chair; call and declare all votes; and perform other functions, presiding or ceremonial in nature, consistent with the position.
- B. In the absence of the Chairperson, the Town Clerk shall call the meeting to order; cause the roll to be called; and, upon a quorum being present, preside over

- C. the election of a Chairperson pro tempore.

**Section 6 — Actions.** The Council shall act by ordinance, order, or resolve per the Town Charter. Except for appropriation orders and resolves, all such ordinances, orders, and resolves shall be confined to one subject, which shall be clearly expressed in the title. Council members or the town manager may propose ordinances, orders, or resolves. All proposed actions shall be in written format, unless the Council decides otherwise or if the action is procedural in nature.

- A. All by-laws passed by the Town Council shall be termed "Ordinances" and the enacting style shall be: "Be it ordained by the Town Council of the Town of Millinocket, in Town Council assembled..."
- B. All votes of command shall be termed "Orders" and the enacting style shall be: "It is ordered..."
- C. All votes of opinions, principles, facts, or purposes shall be "Resolves" and the enacting style shall be: "Resolved..."
- D. The Chairperson shall appoint all special committees unless otherwise directed by the Council.

**Section 7 — Agendas.** The town clerk shall be responsible for establishing the agenda in coordination with the Council Chairperson and the town manager. Meeting agendas will be distributed to all members at least 48 hours prior to the called meeting. Agendas will be posted at the Municipal Office, **Town's Website** and also be advertised, when possible, in a local paper.

**Section 8 — Motions, Debate, and Voting.** The following process shall be used in considering a question.

- A. Every member present shall vote on each matter, unless such member shall be excused or excuse him/herself due to a conflict of interest or other special reason.

**Section 9 — Public Participation.** Public attendance and participation at meetings is encouraged and valued, within reasonable guidelines that promote the accomplishment of business by the Council. Any person wishing to address the Town Council will be given the opportunity to do so in accordance with the following procedures:

- A. Public comment shall be solicited and allowed during the discussion of each agenda item at the discretion of the Chairperson. Such public input will be received after Council and staff discussion and Council and staff will be allowed to respond to the public comments. The Chairperson may impose time limits in order to allow for as many as possible to make comments and/or to provide for the timely transaction of business. Members of the public will address the Council from the podium after stating their name and address. Comment will be limited to the subject under discussion and be limited to no more than three (3) minutes.
- B. Public comment during workshop sessions of the Council is not generally allowed



unless provided by the order authorizing the session or unless solicited by the Council.

- C. A fifteen-minute period for members of the public to speak on any issue will be added to the end of the Regular Council Meeting Agenda. Each member of the public will be allowed to speak for a period of not more than two minutes and the Council shall not enter into a debate or a question and answer session.**

**Section 10 – Parliamentary Procedure.** Unless otherwise stated in this policy or changed by action of the Council, *Roberts Rules of Order* shall be used as the applicable parliamentary procedure of the Council.

**Section 11 – Special/Emergency Meetings.** Special meetings may be called by the Chairperson or, in the case of his/her absence, disability, or refusal, by a majority of the Council. Notice of such meeting shall be served in person upon, or left at the residence of, each member of the Town Council and of the Town Manager at least 24 hours before the scheduled time of the meeting. The Town Council may meet upon shorter notice in emergency session by unanimous consent of its **available** members with such decision to be recorded in the minutes of such meeting.

**Section 12 – Workshop Meetings.** At any Council meeting, a majority of the Council may vote to hold workshop meetings at a scheduled time for a specific purpose.

**Section 13 – Special Presentations by the Public.** Special Presentations by the public to the Council shall be limited to no more than one **(1)** per meeting. At the discretion of the Chairperson, Special Presentations may be made by members of the public to the Town Council, provided that:

- A. The presentation is related to Town business; and,
- B. The presentation is limited to no more than fifteen (15) minutes; and,
- C. A list of all speakers who will participate in the presentation is furnished to the Town Manager no later than Friday before the Council meeting so that they can be listed on the agenda.

Provided such presentations are requested by Friday of the week preceding a Council meeting, nothing in this Section shall limit the number of Special Presentations made to the Council at any meeting by a member of the Town Council, the Town Manager, the Town Attorney, Town staff, or others in the conduct of their business with the Town such as engineers, auditors, etc., provided that the Chairperson approves such request(s).

**Section 14 – Changes/Amendments to Procedures.** These procedures shall not be dispensed without the unanimous consent of the members present and said dispensation shall apply only to the matter under discussion at the time. These procedures may be formally amended through the submission and consideration of a written Order adopted by a majority **plus one** of the Council.

Amended 01/26/2006

Amended 09/26/2007

Amended 12/7/2015

**Amended 12/8/2016**

# **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](http://www.millinocket.org)**

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## **Town Manager's Report November 11, 2019**

- 1. Next Meetings held in Council Chambers at 4:30 p.m.**
  - A. November 25, 2019**
  - B. December 12, 2019**
- 2. Letter from Olver Associates** – Mandy sent a letter to the residents that are being affected by the sewer project on New York Street, New Jersey Street, and Massachusetts Avenue, explaining that the project did not go as well as planned but we hope to see improvement in the spring.
- 3. Millinocket Memorial Library** – Construction is in full swing. Nickerson & O'Day are moving the project along right on schedule and the tentative opening date is April 2020.
- 4. Letter From Frank Boynton** – This is the annual letter that Frank mails out as a reminder to all coaches, advisors, staff, and Recreation Department that according to School Board policy if school is canceled due to inclement weather or emergencies, no practices or any other use of the facilities will be allowed even if the weather clears later in the day.
- 5. Trunk or Treat** – Chief Malcolm said the event went very well and thought about 400 people showed up. As you recall, the activity had to be moved from the parking lot behind the high school to the Fire Department due to stormy weather. The Chief wants to thank the Events Committee and the staff that helped make this a success.
- 6. Annual Report** – We are attempting to get the FY18 & FY19 published before this meeting.

## **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](http://www.millinocket.org)**

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- 7. Meeting with New Director of the Chamber** – On November 7, the Chairman and I met with Pete Jamieson, the new Director of the Chamber of Commerce. Pete would like to develop a better relationship with the Council and the area businesses. This was a very positive meeting and we are looking forward to working with Mr. Jamieson in the future.
- 8. Maine Rural Water Association (MRWA)** – The Wastewater Superintendent and I met with officials of the MRWA at their office in Richmond, ME, on November 1 to discuss surface water quality criteria for toxic pollutants. Janet Abrams, a chemist for MRWA had a follow up meeting on November 6, in the Manager's office with Jim, Lucy Van Hook, and I to help explain the purpose of the rulemaking proposal. The intent will be to lower the rates of many of the byproducts that wastewater treatment plants discharge into the river. This could have a fiscal impact on the town's WWTP and make it extremely difficult for some industries to locate on the mill site due to the standards they would have to meet for some chemicals to be compliant with sustenance fishing regulations. The public hearing on this proposal is November 21 at the Calumet Club, 334 W River Road, Augusta, ME.
- 9. Airport Master Plan Update** – The Chairman and I joined Ralph and Jeff at the FBO building on November 7 to meet with officials from Hoyle Tanner and the FAA to discuss the Airport Master Plan. Cody mentioned that we have engaged in preliminary talks about commercial flights at the airport. The FAA feels that the idea is feasible and encouraged us to use them as a resource if we move forward with this plan.

# **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](http://www.millinocket.org)**

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## **Department Updates**

### **Public Works**

- Paving completed, new plow truck and snow blower delivered.

### **Transfer Station**

- Fiberight entering full commercial operations and all MRC members sending their waste to Coastal.
- Tours of the new facility scheduled for Tuesday, November 19, at 11:00 a.m.

### **Airport**

- Gutters removed on SRE building and new man door awning installed. Work funded by the grant.

### **Cemetery**

- Personnel done for the season. Public Works will attend to the remaining burials.

### **Wastewater Treatment Plant**

- Regular testing and maintenance.
- Revision determined the power running to the plant is obsolete. They will have to run a new pole from the substation near the facility to the solar panel field. This will add a significant cost to the project.
- On November 1, the Manager and I attended a meeting with Maine Rural Water Association in Richmond to discuss changes to the DEP Chapter 584 water quality rules. The proposed changes are due in part to Tribal Sustenance fishing in the state's rivers. The changes could affect our treatment process as well as future industry.

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## **Police Department**

- Responded to 495 incidents from October 1, 2019, to October 31, 2019. For the same time frame in 2018, there were 412 calls. Incidents varied from information complaints to family fights.
- Hired Connor Hrynuk as a full-time officer. Connor is originally from upstate New York, was athlete of the year in college, and will attend the academy in 2020.
- Participated in Trunk or Treat at the Fire Department.
- Assisted DHHS in a large number of cases.
- The staff is getting updated on mandatory online training.
- The Manager and I met with a group that wants to open a treatment center for women with addictions.
- Continue to redesign the radios in the Police and Fire Departments.
- Covering shifts when necessary.
- Redesigning the booking area.
- Some officers still training for the physical agility portion of the Academy.
- Recruiting an additional reserve officer.

## **Fire & Ambulance**

- One employee still out on injury. Chief covering day shifts to compensate for this.
- Continue to have FF and EMS training.
- Storing rescue boat in pool garage.
- FF & Paramedics attended the Train the Trainer class in Bangor.
- Worked with the Events Committee on Trunk or Treat.
- Attended the Region III Advisory Committee Banquet.
- Had new battery installed in the 2015 ambulance.
- Lost 3 BLS calls and 14 ALS calls.
- Twelve local BLS calls and 22 local ALS calls.
- Responded to a few fire calls.

# **TOWN OF MILLINOCKET**

**John Davis, Town Manager**

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## **Health Officer**

- Assisted citizen with lead based paint testing.
- Worked on swine issue.
- Took care of overturned porta pottie by Granite Street Bridge.
- Conducted a Life Safety Code inspection after receiving a complaint from a couple of citizens.

## **Recreation Department**

- Passed out 500 bags of treats to elementary schools for Halloween.

## **Administration**

### **Treasurer**

- Still 10 properties that have not paid their May 18, 2018, sewer liens which will mature on November 18.
- Recorded 151 sewer liens for unpaid sewer fees billed October 24, 2018, to January 30, 2019.
- Working on month-end reporting.

### **Tax Collector**

- Weekly state MV reporting.
- Monthly Rapid Renewal completed.
- County MV tax reporting finished.
- October WW billing completed (due date November 28).
- Normal office duties.

### **Tax Assessor**

- Completed Municipal Valuation Report for the state.
- Prepared commitment book. Will send to UMO for binding.
- Mailed letters to Maine Woods Resort requesting permission to inspect interior of these buildings.
- Behind on customer questions.

# **TOWN OF MILLINOCKET**

**John Davis, Town Manager**

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---

## **Code Enforcement Officer**

- Worked on snowplowing ordinance.
- Researched recreational and medical marijuana laws.
- Issued permits and handled complaints.

## **Town Clerk**

- Reconciled October month-end reports.
- No issues with November 5<sup>th</sup> election.
- Congratulations to Councilors Pray, Councilor McEwen, Hilary Emery, and Pete Jamieson for their election to the Council and School Board.
- Finalized minutes for the October 24, 2019, Council meeting and the November 7, 2019 executive sessions.
- 2020 dog licenses and snowmobile registrations available.
- All members of the Personnel Appeals Board expire at the end of November. Applications are available at the town office.

## **Human Resource/Welfare Director**

- Worked on payroll and A/P warrants and month-end work.
- Performed front office duties.
- Hired new police officer and Public Works employee.
- Worked with clients on General Assistance.
- Preparing for year-end.

## **Town Manager**

- Participated in hiring of a Public Works employee.
- Attended executive sessions, meeting with MRWA Association, and met with officials from Hoyle Tanner and the FAA for an update on the Airport Master Plan.
- Engaged in everyday office duties.



# OLVER ASSOCIATES INC.

ENVIRONMENTAL ENGINEERS

October 24, 2019

<<Address\_Block>>

<<Greeting\_Line>>

We are writing on behalf of the Town of Millinocket to update you regarding the sewer construction project on New Jersey Street, New York Street, and Massachusetts Avenue. As you are aware, the project contractor was unable to make the progress that was expected this season. They have suspended work with the intention of returning and completing the project between May and August. Work will start as soon as weather allows. They should be providing multiple work crews to accelerate the work production and wrap the project up before fall.

The Town has communicated to Northeast Paving, the construction contractor, that they expect a faster work pace next year and that the resources necessary to achieve this should be on site as soon as Spring weather allows. Northeast Paving has assured the Town that this will happen.

We will send an update to property owners in the spring once the schedule is available. As always, if you have any questions or concerns, please contact me at 223-2232. Thank you in advance for your patience as the Town completes this work.

Very truly yours,

OLVER ASSOCIATES INC.



Mandy H. Olver P.E., Vice-President  
Construction Services Manager

MHO/sb  
1307-2/000

CC: Mr. Jim Charette, Superintendent  
Mr. John Davis, Town Manager  
Mr. Dave Michaud, Maine Water Company

# Millinocket State Streets - 10/2019

Title	First	Last	Second	Physical	Mailing	City	State	Postal	Map/Lot
Mr.	Donald	Morrison		45 Ohio St.	45 Ohio Street	Millinocket	Maine	04462	U07-001
			GNP Holding II, LLC	New Jersey St., New York St., Cottage Rd.	One Cate Street, Suite 100	Portsmouth	NH	03801	U07-002-A, 003-A, 137
Ms.	Margaret	Jamieson		15 New Jersey St.	15 New Jersey Street	Millinocket	Maine	04462	U07-004
Mr. & Mrs.	George	McLean		21 New Jersey St.	21 New Jersey Street	Millinocket	Maine	04462	U07-005
Mr. & Mrs.	Jeffrey	Murphy		29 New Jersey St.	29 New Jersey Street	Millinocket	Maine	04462	U07-006
Mr.	Leonard	Berry		35 New Jersey St.	35 New Jersey Street	Millinocket	Maine	04462	U07-007
Mr.	Paul	Carter		41 New Jersey St.	41 New Jersey Street	Millinocket	Maine	04462	U07-008
			Town of Millinocket	47, 126 New Jersey St.	197 Penobscot Avenue	Millinocket	Maine	04462	U07-009, 030
Mr. & Mrs.	Douglas	Knowlton		53 New Jersey St.	53 New Jersey Street	Millinocket	Maine	04462	U07-010
Mr.	Lloyd Benton	Fitzgerald, Jr.		65 New Jersey St.	65 New Jersey Street	Millinocket	Maine	04462	U07-011
Mr. & Mrs.	Andrew	Glidden		71 New Jersey St.	71 New Jersey Street	Millinocket	Maine	04462	U07-012
Ms.	Carmela	Hikel		77 New Jersey St.	77 New Jersey Street	Millinocket	Maine	04462	U07-013
Mr. & Mrs.	Edward	Girsa		83 New Jersey St.	83 New Jersey Street	Millinocket	Maine	04462	U07-014
Mr. & Mrs.	James	Gill		89 New Jersey St.	89 New Jersey Street	Millinocket	Maine	04462	U07-015
Mr.	Thomas	Mascone		97 New Jersey St.	97 New Jersey Street	Millinocket	Maine	04462	U07-016
Mr. & Mrs.	Corey	Hannafin		103 New Jersey St.	103 New Jersey Street	Millinocket	Maine	04462	U07-017
Ms.	Rose	Nadeau		113 New Jersey St.	113 New Jersey Street	Millinocket	Maine	04462	U07-018

# Millinocket State Streets - 10/2019

Title	First	Last	Second	Physical	Mailing	City	State	Postal	Map/Lot
Ms.	Colleen	Mullis		119 New Jersey St.	119 New Jersey Street	Millinocket	Maine	04462	U07-019
Mr. & Mrs.	Richard	Waceken		127 New Jersey St.	127 New Jersey Street	Millinocket	Maine	04462	U07-020
Mr.	Frederick	Fowler, Jr.		133 New Jersey St., 81 Ohio St.	133 New Jersey Street	Millinocket	Maine	04462	U07-021, U07-044
Mr.	Robert	Jandreau	Ms. Jodi King	139 New Jersey St.	139 New Jersey Street	Millinocket	Maine	04462	U07-022
Mr.	Chris	Lee		145 New Jersey St.	152 Dewitt Avenue	Bangor	Maine	04401	U07-023
Mr. & Mrs.	Joseph	Brickham		4 Mass Ave.	4 Massachusetts Avenue	Millinocket	Maine	04462	U07-024
Mr.	Gregory	Hawksley		19 Mass Ave.	19 Massachusetts Avenue	Millinocket	Maine	04462	U07-025
Mr.	Craig	Davis		20 Mass Ave.	20 Massachusetts Avenue	Millinocket	Maine	04462	U07-026
Ms.	Shirley	Rodgerson		144 New Jersey St.	144 New Jersey Street	Millinocket	Maine	04462	U07-027
Mr. & Mrs.	John	Brunette		140 New Jersey St.	140 New Jersey Street	Millinocket	Maine	04462	U07-028
Mr. & Mrs.	Arthur	Greenlaw		132 New Jersey St.	132 New Jersey Street	Millinocket	Maine	04462	U07-029
Mr.	Rick	Cyr	Ms. Jessica Pelkey	120 New Jersey St.	4 Parkman Street	Oakville	CT	06779-1327	U07-031
Mr. & Mrs.	Linwood	Zetterman		15 Connecticut Ave.	15 Connecticut Avenue	Millinocket	Maine	04462	U07-032
Mr. & Mrs.	Louis	Civiello		20 Connecticut Ave.	20 Connecticut Avenue	Millinocket	Maine	04462	U07-033

# Millinocket State Streets - 10/2019

Title	First	Last	Second	Physical	Mailing	City	State	Postal	Map/Lot
Mr. & Mrs.	Willis	Gates		98 New Jersey St.	98 New Jersey Street	Millinocket	Maine	04462	U07-034
Mr.	Donald	Cyr		92 New Jersey St.	92 New Jersey Street	Millinocket	Maine	04462	U07-035
Ms.	Tammy	Russell-Leet		86 New Jersey St.	86 New Jersey Street	Millinocket	Maine	04462	U07-036
Mr. & Mrs.	James	Goodwin		80 New Jersey St.	80 New Jersey Street	Millinocket	Maine	04462	U07-037
Mr. & Mrs.	Michael	Moscone		72 New Jersey St.	72 New Jersey Street	Millinocket	Maine	04462	U07-038
Ms.	Elizabeth	Hatfield		21 Rhode Island Ave.	21 Rhode Island Avenue	Millinocket	Maine	04462	U07-039
Mr. & Mrs.	Douglas	Porter		18 Rhode Island Ave.	18 Rhode Island Avenue	Millinocket	Maine	04462	U07-040
Ms.	Marilyn	Noddin	Ms. Cheri Robbins	48 New Jersey St.	48 New Jersey Street	Millinocket	Maine	04462	U07-041
Mr.	Rudy	York		42 New Jersey St.	42 New Jersey Street	Millinocket	Maine	04462	U07-042
Mr.	Ronald	Brown		34 New Jersey St.	34 New Jersey Street	Millinocket	Maine	04462	U07-043
Mr. & Mrs.	John	Jamo		18 New Jersey St.	18 New Jersey Street	Millinocket	Maine	04462	U07-045-046
Mr.	Harold	Plourde		60 Ohio St.	60 Ohio Street	Millinocket	Maine	04462	U07-089
Mr. & Mrs.	Philip	Healey		16 Delaware Place	16 Delaware Place	Millinocket	Maine	04462	U07-090
Mr.	Steven	Bernier		83 Cottage Rd.	83 Cottage Road	Millinocket	Maine	04462	U07-097
Mr.	Eldon	Gagnier		97 Cottage Rd.	39 Orchard Street	Millinocket	Maine	04462	U07-098
Mr. & Mrs.	Scott	Cole		7 New York St.	19 Fern Meadow Drive	Bar Harbor	Maine	04609	U07-099
Mr. & Mrs.	Gary	Santene		15 New York St.	15 New York Street	Millinocket	Maine	04462	U07-100
Mr.	Brandon	Groh	Ms. Amy Herrick	19 New York St.	770 Bigelow Road	Skowhegan	Maine	04976	U07-101
Mr.	Alan	Groh		19 New York St.	19 New York Street	Millinocket	Maine	04462	U07-101

# Millinocket State Streets - 10/2019

Title	First	Last	Second	Physical	Mailing	City	State	Postal	Map/Lot
Mr. & Mrs.	Robert	Fanjoy		54 Rhode Island Ave.	54 Rhode Island Avenue	Millinocket	Maine	04462	U07-102
Ms.	Elaine	Whitaker		55 Rhode Island Ave.	54 Rhode Island Avenue	Millinocket	Maine	04462	U07-103
Ms.	Patricia	Boyington		45 New York St.	424 Aroostook Avenue	Millinocket	Maine	04462	U07-104
Ms.	Angela	Waite		49 New York St.	49 New York Street	Millinocket	Maine	04462	U07-105
Mr.	Frank	Howard, Jr.		55 New York St.	55 New York Street	Millinocket	Maine	04462	U07-106
Mr. & Mrs.	Gary	Murphy		63 New York St.	63 New York Street	Millinocket	Maine	04462	U07-107
Mr.	Matthew	Martin		67 New York St.	67 New York Street	Millinocket	Maine	04462	U07-108
Ms.	Rosalie	Shaw		52 Connecticut Ave.	52 Connecticut Avenue	Millinocket	Maine	04462	U07-109
Mr.	James	Maselan, Trustee	Michael Jordan Trust	53 Connecticut Ave.	53 Connecticut Avenue	Millinocket	Maine	04462	U07-110
Mr. & Mrs.	Paul	Robbins		93 New York St.	93 New York Street	Millinocket	Maine	04462	U07-111
Mr. & Mrs.	Jesse	Roberts		99 New York St.	99 New York Street	Millinocket	Maine	04462	U07-112
Mr. & Mrs.	Gary	Dumas		105 New York St.	105 New York Street	Millinocket	Maine	04462	U07-113
Mr. & Mrs.	Donald	Boyington		111 New York St.	111 New York Street	Millinocket	Maine	04462	U07-114
Mr.	Gean	Sargent		117 New York St.	117 New York Street	Millinocket	Maine	04462	U07-115
Ms.	Valerie	Leino		54 Mass Ave.	54 Massachusetts Avenue	Millinocket	Maine	04462	U07-116
Mr. & Mrs.	Ronald	Preble		53 Mass Ave.	53 Massachusetts Avenue	Millinocket	Maine	04462	U07-117

# Millinocket State Streets ~ 10/2019

Title	First	Last	Second	Physical	Mailing	City	State	Postal	Map/Lot
Mr.	Richard	Wilson, II	Ms. Deann Manzo	67 Mass Ave.	67 Massachusetts Avenue	Millinocket	Maine	04462	U07-118
Ms.	Erin	MacArthur, Conservator	Estate of Courtney Cyr	68 Mass Ave.	68 Massachusetts Avenue	Millinocket	Maine	04462	U07-119
Mr. & Mrs.	Kurt	Lyons		118 New York St.	118 New York Street	Millinocket	Maine	04462	U07-120
Mr.	Patrick	Cyr		112 New York St.	112 New York Street	Millinocket	Maine	04462	U07-121
Mr. & Mrs.	Robert	Robinson, III		106 New York St.	106 New York Street	Millinocket	Maine	04462	U07-122
Mr. & Mrs.	David	Nadeau		100 New York St.	65 Vermont Street	Millinocket	Maine	04462	U07-123
Mr.	Peter	Peverett		92 New York St.	92 New York Street	Millinocket	Maine	04462	U07-124
Mr. & Mrs.	Daniel	Morrill		67 Connecticut Ave.	67 Connecticut Avenue	Millinocket	Maine	04462	U07-125
Mr. & Mrs.	Larry	Land	C/o Chase Records Center	68 Connecticut Ave.	700 Kansas Lane	Monroe	LA	71203	U07-126
Ms.	Sheila	Hess		70 New York St.	12 Stillwater Avenue, Suite 4	Bangor	Maine	04401	U07-127
Mr. & Mrs.	Steven	Lane		62 New York St.	62 New York Street	Millinocket	Maine	04462	U07-128
Mr. & Mrs.	Paul	Mackin		56 New York St.	56 New York Street	Millinocket	Maine	04462	U07-129
Mr. & Mrs.	Loren	Brown		50 New York St.	50 New York Street	Millinocket	Maine	04462	U07-130
Mr.	Jeffrey	Cole		44 New York St.	44 New York Street	Millinocket	Maine	04462	U07-131
Mr. & Mrs.	John	Pinette, Jr.		67 Rhode Island Ave.	67 Rhode Island Avenue	Millinocket	Maine	04462	U07-132

# Millinocket State Streets - 10/2019

Title	First	Last	Second	Physical	Mailing	Cty	State	Postal	Map/Lot
Ms.	Michelle	Jamo		68 Rhode Island Ave.	68 Rhode Island Avenue	Millinocket	Maine	04462	U07-133
Mr. & Mrs.	Brian	Michaud		20 New York St.	20 New York Street	Millinocket	Maine	04462	U07-134
Mr.	Douglas	Shedd		14 New York St.	14 New York Street	Millinocket	Maine	04462	U07-135,136
Mr. & Mrs.	John	Mackin		112 Cottage Rd.	112 Cottage Road	Millinocket	Maine	04462	U07-137-009
			Faith Baptist Church	244 Mass. Ave.	244 Massachusetts Avenue	Millinocket	Maine	04462	U14-023-024
Mr.	Michael	Chasse		260 Mass. Ave. South	260 Massachusetts Avenue	Millinocket	Maine	04462	U14-025

John Davis

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**From:** Matt DeLaney <matt@millinocketmemoriallibrary.org>  
**Sent:** Wednesday, November 06, 2019 11:51 AM  
**To:** John Davis  
**Subject:** From a renovation to a movement

[View this email in your browser](#)

# MML MONTHLY NEWSLETTER

NOVEMBER 2019

John,

For nearly three years, the library has been working towards an ambitious goal to transform our building at 5 Maine Ave into a state-of-the-art facility for this generation and the next. At the start of this project in 2017, it was hard to predict what 2020 would bring and even more difficult to envision a completed project. But as more people joined our effort, what started as a building renovation began to feel more like a movement. With construction in full swing, it's energizing and inspiring to see this project successfully unfold alongside many other exciting efforts in the Katahdin Region.

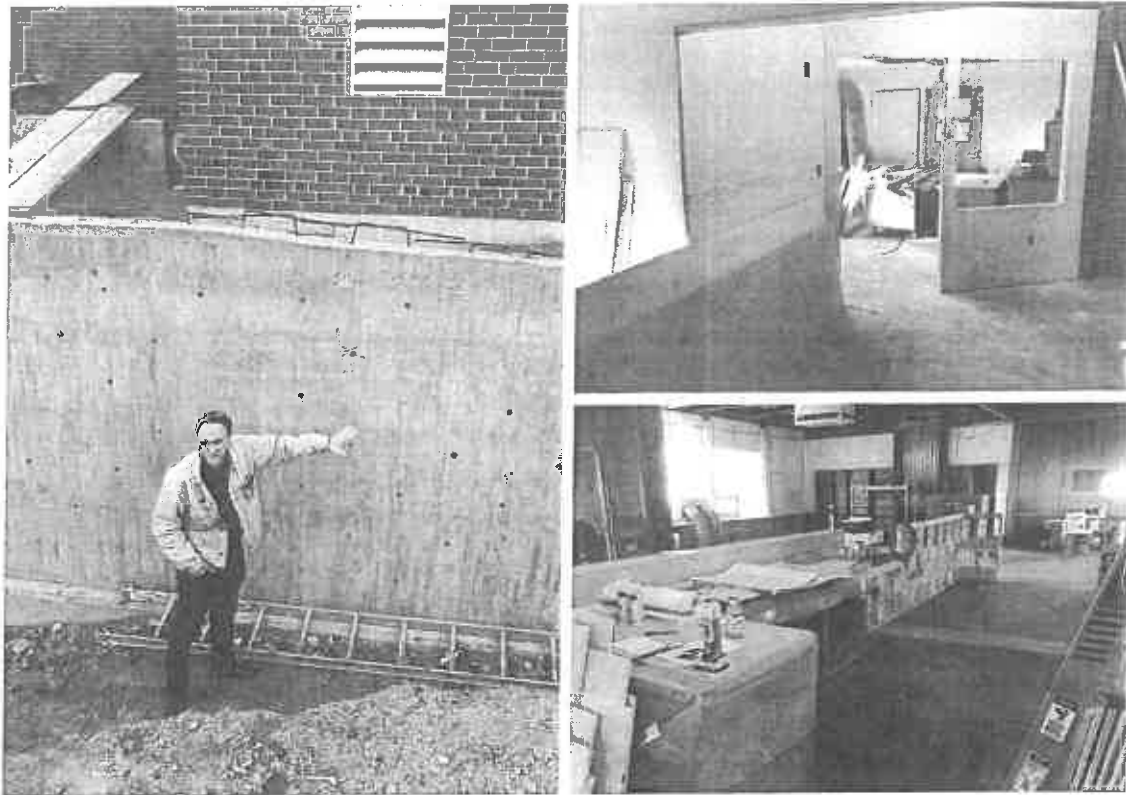
Our construction management team at Nickerson & O'Day is moving the project along right on schedule and we are tentatively aiming to reopen in April 2020. To date, most of the electrical and plumbing has been completed, a sprinkler system has been added, the foundation for our new entrance has been poured, and we are soon to be installing a new wood pellet boiler so that we can heat our building with a renewable energy source.

We are grateful to everyone for their ongoing support and especially to the Pelletiers for allowing us to use their space during the renovation. Warm wishes as we head into winter.



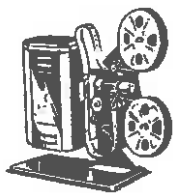
*Matt*

Matt



*Recent photos of the construction progress at 5 Maine Ave with architect Patric Santerre.*

## UPCOMING PROGRAMS



### November Movie Nights

*Fridays, 6:30-8:30PM*

**November 8th:** The Secret Life of Pets 2 (2019)

**November 15th:** Chitty Chitty Bang Bang (1968)

**November 22nd:** Clue (1985)



**Seasonal Crafts with Ktaadn Arts**

*Wednesday, November 20th, 3:30-5:00 PM*

Contact Diana Furukawa for more information.



**Middle School Chess Club**

**with Chief Worster and Laura Dwyer**

*Tuesdays, 2:30-3:30 PM*

[View all our events on our Facebook Page!](#)



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Millinocket, ME 04462-1416

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## Millinocket School Department

199 State Street

P.O. Box 30

Millinocket, Maine 04462

Frank Boynton, Superintendent of Schools

Phone: (207) 723-6400

Fax: (207) 447-6599

fboynton@millinocketschools.org

www.millinocketschools.org

TO: Coaches, Advisors, Staff and Recreation Department  
FROM: Francis N. Boynton, Superintendent of Schools  
DATE: October 8, 2019  
SUBJECT: **USE OF THE SCHOOL DURING WINTER WEATHER  
CANCELLATIONS**

This is a reminder to all coaches, advisors, staff, and Recreation Department activities that, according to School Board Policy EBCE-R "Procedure for Scheduled Activities When Schools are Closed for Storm or Other Emergencies", if school is canceled due to inclement weather or emergencies, no practices or any other use of the facilities will be allowed, even if the weather clears later in the day. This also includes all Recreation Department related activities such as Little Pro Basketball.

School is closed in these situations for the safety of our students and staff. Also, vehicles in the parking lots prohibit the ease of snow removal for our town and school employees.

cc: Joshua McNaughton  
Beth Peavey  
Nick Cullen  
Louis DiFrederico  
John Davis  
Jody Nelson

## John Davis

---

**From:** Tom Malcolm  
**Sent:** Friday, November 01, 2019 9:07 AM  
**To:** John Davis; cody.mcewen@maine.edu; Mike Madore; Gilda Stratton; Craig Worster; Tricia garland; Denise Willis; Kitty St. John; Michael Crowley; Ben Barr; Samantha Cote; Mallory Maxwell  
**Subject:** Trunk or Treat

Just an FYI on last nights event, it was awesome and we had such a great time. Not sure on numbers but would guess around 400 attendees and they seemed to love it, think moving to Fire Station may have even made it bigger. Had lots of compliments on it and just want to say THANKS to the committee and especially the committee members that were able to attend and help out. Awesome job by all and again Thanks for making this happen.

Tom  
Chief Thomas M. Malcolm A EMT, PHO, FLSE  
Millinocket Fire Department  
222 Aroostook Avenue  
Millinocket, ME 04462  
Office: 207-447-4126  
Cell: 207-447-0911  
chiefmalcolm@millinocket.org

**John Davis**

---

**From:** Jim Charette  
**Sent:** Tuesday, October 29, 2019 8:14 AM  
**To:** John Davis  
**Subject:** Fw: Group Discussion Chapter 584 Surface Water Quality Criteria for Toxic Pollutants

Jim Charette, Superintendent  
Millinocket WWTF  
197 Penobscot Ave.  
Millinocket, ME 04462  
207-723-7040 or 207-731-3534

---

**From:** Kirsten Hebert <kirstenh@mainerwa.org>  
**Sent:** Friday, October 18, 2019 3:51 PM  
**To:** Kirsten <kirstenh@mainerwa.org>  
**Subject:** Group Discussion Chapter 584 Surface Water Quality Criteria for Toxic Pollutants

**What:** DEP Rulemaking Chapter 584 - Meeting to discuss potential concerns  
**When:** Friday, November 1st at 9 am  
**Where:** 254 Alexander Reed Rd, Richmond ME  
**More Info:** Links to the Rulemaking can be found here: <https://www.maine.gov/dep/rules/index.html#1587974>

The intent of this meeting is to discuss the potential outcomes of the rulemaking process and solicit concerns and comments from membership.

Please let me know if you will be able to join us.

Thank you!

Kirsten

Kirsten Hebert

Director

Maine Rural Water Association

(207) 737-4092 phone

(207) 737-7150 fax

(207) 841-8920 cell

[www.mainerwa.org](http://www.mainerwa.org)

**Agency contact:**

Cindy Dionne (<mailto:cindy.l.dionne@maine.gov>).

17 State House Station

Augusta, ME 04333-0017

207-287-7823

**Public hearing:** November 21, 2019, 9:00 AM

\*Calumet Club, 334 W River Rd\* Note: this change in location  
Augusta, Maine

**Public noticed:** October 2, 2019

**Comment deadline:** December 6, 2019, 5:00 PM

## Chapter 890, Designation of PFOS as a Priority Chemical

Fact Sheet (PDF) (<http://www.maine.gov/tools/whatsnew/attach.php?id=1587968&an=1>) :: Draft Rule Chapter (PDF)

(<http://www.maine.gov/tools/whatsnew/attach.php?id=1587968&an=2>) :: DHHS Concurrence

(<http://www.maine.gov/tools/whatsnew/attach.php?id=1587968&an=3>) :: Comment on this Rule

(<mailto:rulecomments.dep@maine.gov?subject=Comment on Chapter 890, Designation of PFOS as a Priority Chemical>) (accepted until 5:00 PM November 4, 2019)

**Concise Summary:**

The Department is reposting Chapter 890 to a 30 day public comment period. Since the initial posting and the April 23 public hearing, the Department has amended the draft rule to clarify the products covered. Also since the original posting, the authority for the adoption of routine technical rules has been returned to the Board of Environmental Protection. Accordingly, the Department is now proposing that the Board adopt the new rule that will designate perfluorooctane sulfonic acid ("PFOS") as a priority chemical and require reporting for certain product categories that contains this regulated chemical. The proposed rule applies to manufacturers of specified product categories that contain intentionally added amounts of PFOS, which is often used to make clothing water repellant, among many other uses.

**Agency contact:**

Kerri Malinowski (<mailto:kerri.malinowski@maine.gov>).

17 State House Station

Augusta, ME 04333-0017

207-215-1894

**Public hearing:** The Department has scheduled this proposal to a 30-day public comment period. A public hearing will be held if the Department receives 5 or more requests before the end of the comment period.

**Public noticed:** October 2, 2019

**Comment deadline:** November 4, 2019, 5:00 PM

## Major Substantive

**Credits**

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## Maine Department of Environmental Protection

[Home](#) → Rulemaking

# Department Rulemaking Proposals

Subject to [Maine's Administrative Procedures Act](#) (<http://legislature.maine.gov/legis/statutes/5/title5ch375sec0.html>), the Board of Environmental Protection performs rulemaking for the Department.

For more information contact [Mark Margerum](mailto:mark.t.margerum@maine.gov) (207) 287-7842.

## Board Meetings

The Board of Environmental Protection generally holds meetings for considering rulemaking actions and public hearings on proposed rulemaking the first and third Thursdays of the month or as needed.

See the [BEP meeting calendar](#) (<http://www.maine.gov/dep/bep/calendar.html>) for information.

Pursuant to Maine law, interested parties are publicly notified of proposed rulemaking and are provided an opportunity for comment. Written comments may be submitted by mail, e-mail or fax to the contact person before the end of the comment period. To ensure the comments are considered, they must include your name and the organization you represent, if any.

## Routine technical proposed rulemaking actions

- [Chapter 584, Surface Water Quality Criteria for Toxic Pollutants \(#1587974\)](#)
- [Chapter 890, Designation of PFOS as a Priority Chemical \(#1587968\)](#)

## Major substantive proposed rulemaking actions

*Currently, there are no major substantive proposed rules.*

## Routine Technical

### Chapter 584, Surface Water Quality Criteria for Toxic Pollutants

[Fact Sheet \(PDF\)](#) (<http://www.maine.gov/tools/whatsnew/attach.php?id=1587974&an=1>) :: [Draft Rule \(PDF\)](#) (<http://www.maine.gov/tools/whatsnew/attach.php?id=1587974&an=2>) :: [Comment on this Rule](#) (<mailto:rulecomments.dep@maine.gov?subject=Comment on Chapter 584, Surface Water Quality Criteria for Toxic Pollutants>) (accepted until 5:00 PM December 6, 2019)

#### Concise Summary:

The Department is proposing to amend the existing Chapter 584: Surface Water Quality Criteria for Toxic Pollutants. This rule establishes ambient water quality criteria for toxic pollutants in the surface waters of the State and sets forth procedures that may be used to determine alternative statewide criteria or site-specific criteria adopted as part of a licensing proceeding. The purpose of the rulemaking proposal is to implement Human Health Criteria based on updates to 38 M.R.S. 466, sub-10-A for the designated use of sustenance fishing, institute water effect ratios (WERs) for the Androscoggin and St. Croix rivers, as well as promulgate new ambient water quality criteria (AWQC) for copper in the Little Androscoggin River based on the Biotic Ligand Model (BLM), and introduce carbaryl in the non-priority pollutant list. The proposal also updates AWQC for human health using methodology from the U.S. Environmental Protection Agency (USEPA) Human Health Ambient Water Quality Criteria 2015 update.

[Opportunity for Comment](#)  
(<http://www.maine.gov/dep/ceq/comment/index.html>)

[How do I find out about](#)  
[Department rulemaking and](#)  
[other opportunities for](#)  
[comment?](#)

(<http://www.maine.gov/dep/how-do-i/how-do-i.html?id=381237>)

[Information about petitions](#)  
[to require agency](#)  
[rulemaking \(petition.html\)](#)

[All Current DEP Rules](#)  
(<http://www.maine.gov/sos/cec/>)  
(off-site, Secretary of State)



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

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

E-Mail: [publicworks@millinocket.org](mailto:publicworks@millinocket.org) Web Site: [www.millinocket.org](http://www.millinocket.org)

---

November 5, 2019

To: Harold Davis, Town Manager

From: Ralph Soucier, Public Works Director

Subject: Public Works Activity Report

**Safety:** No Issues

**Public Works:**

Paving has been completed FY 2020 Budget. New Plow Truck delivered and older 2002 traded with Freightliner of Maine per bid. Donovan Equipment delivered new RPM Tech snow blower for Public Works. Crew doing preparations for snow removal equipment.

**Transfer Station:**

New facility in Hampden Coastal Resources of Maine has passed their commissioning period and is now entering full commercial operations. As of November 4, 2019, all MRC Members are sending their waste to Coastal. Fiberight's new advanced solid waste and recycling processing facility in Hampden is leading the way forward with environmentally friendly and economically sustainable solid waste management technology. Come learn about Coastal's next generation recycling process that can help increase recycling rates, save municipalities money, and lower Maine's carbon footprint. Tours at Tuesday November 19<sup>th</sup> 11:00am.

**Airport:**

SRE Building gutters have been removed and new man door awning installed. This is warrantee work funded by the grant.

**Cemetery:** Cemetery personnel done for the season. Public Works are tending to the burials until the weather

Respectfully Submitted,  
Ralph T. Soucier  
Director Millinocket Public Works



# MEMO

## Millinocket Wastewater Treatment Facility

November 5, 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. A recent update to the Revision Energy Solar project, while working with Emera it was determined that the power running to the treatment facility is obsolete. Because of this Revision will be required to run a new pole line from the substation near the facility to the solar panel field. This will add significant cost to the project. Attached is a plan showing this addition. On November 1<sup>st</sup>, the manager and I took a trip to the Maine Rural Water Association in Richmond to discuss the changes to the DEP Chapter 584 water quality rules. The proposed changes are due in part to Tribal subsistence fishing in the state's rivers. We believe these changes will affect our treatment process as well as any future industry.

---

# Memo

**To:** Town Manager  
**From:** Chief of Police  
**CC:** Town Council  
**Date:** October 18, 2019  
**Re:** Activity report

---

- *We generated or responded to 495 Incidents since October 1, 2019 to October 31, 2019. It should be noted that for the same time frame in 2018, there were 412 calls for service.*
- *Major incidents for the time period were 37 citizen/agency assists, 11 medical calls, 32 Information complaints, 16 welfare checks, 7 PD accidents, 5 disorderly conducts, 12 wanted outs, suspicious and noise problems, 9 - 911 hang ups and 12 family fight calls.*
- Chiefs report .....
- Added Connor Hrynuk as a new full time officer, Graduate of the University of Maine at Presque Isle, athlete of the year while in college, originally from upstate New York, and will attend the academy in 2020.
- Participated in "Trunk a Treat" at the Fire House.
- Sgt. Winslow attended an Interview Techniques class in Kittery.

- Sgt. Winslow, Ofc. Jasper and Ofc. Hrynuk attended the Intoxilizer certification course in Orono, to complete their training to use that piece of equipment.
- Had a large number of cases where DHHS requested assistance, 8 total in two weeks, the working relationship between our agency and theirs seems to be improving.
- All staff has started yearly mandatory online training. The entire staff is coming up to speed on all facets of the required training.
- Myself and the Town Manager met with a group that would like to open a treatment center for women that have addictions.
- The radio system for the Police/Fire department is currently being reviewed and re-designed, additional quotes for materials and grant options being sought.
- Worked an overnight shift to assist in coverage for patrol.
- Currently re-designing the booking area to provide a safer environment for the officers to book arrestees.
- Ongoing training/monitoring several officers for the physical agility portion of the academy and ensuring that they are staying in shape.
- Looking to add additional Reserve Officers on to assist in vacation coverage, patrol augmentation, narcotics surveillance/enforcement.



MILLINOCKET FIRE AND AMBULANCE  
222 AROOSTOOK AVENUE  
MILLINOCKET, ME 04462  
[www.millinocket.org](http://www.millinocket.org)  
[chiefmalcolm@millinocket.org](mailto:chiefmalcolm@millinocket.org)

Manager Davis,

Have one FF/Paramedic out on injury.

Chief covering day shifts for vacations, etc.

Attended various committee meetings and event functions.

Held FF and EMS training.

Have put the rescue boat away for the winter, Jody allowed us to store it in the pool garage for the winter which makes excellent storage area for it.

Had FF/Paramedic attend the Train the Trainer class in Bangor to be able to teach the new protocols to our EMT'S this way we can do it at Millinocket Fire and not have to go anywhere to get this training which is required before Dec. 1<sup>st</sup>. Have our training scheduled for Nov. 5<sup>th</sup>.

Worked with Events Committee on Truck or Treat and due to the weather forecast we moved it into the Fire Station. This went extremely well and had a very good turnout.

Chief attended the Region III Advisory Committee Banquet and meeting for the Law Enforcement/FF/EMS Committee.

Had electrical issues with 2015 Chevrolet ambulance and was repaired and new battery installed.

Have spare ambulance driver that has passed his National Registry EMT and awaiting his State of Maine EMS license at this time.

11/06/2019  
Chief Malcolm



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MILLINOCKET, ME 04462  
[www.millinocket.org](http://www.millinocket.org)  
[chiefmalcolm@millinocket.org](mailto:chiefmalcolm@millinocket.org)

**FIRE AND AMBULANCE RUNS REPORT FOR OCTOBER 2019**

**AMBULANCE**

Local BLS: 12

Local ALS: 22

Out of Town BLS: 3

Out of Town ALS: 13

No Trans/PA: 12

Police Stage: 0

ACLS Intercept: 1

Lost Calls BLS: 3

Lost Calls ACLS: 14

Lost Calls ACLS (Required Nurse): 0

**FIRES**

Public Assist: 1, Electrical: 1 (Meter Box), Smoke Check: 1 (Burnt Food), Mutual Aid:  
1 (East Millinocket Structure), 10-55 (No Vehicle Found RT# 11)



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[chiefmalcolm@millinocket.org](mailto:chiefmalcolm@millinocket.org)

Manager Davis,

Assisted citizen with getting lead based paint testing kit from State.

Worked with citizen on swine issue and came to agreement that was good for each side.

Took complaint of overturned porta pottie at the bridge on Granite St and DOT came and up righted it no issues noted.

Conducted Life Safety Code inspection on apartment after complaint from tenant and addressed issues with owner and was taken care of.

11/06/2019

Chief Malcolm  
Health Officer  
Town of Millinocket

## John Davis

---

**From:** Jody Nelson <jodynelson@zwi.net>  
**Sent:** Thursday, November 07, 2019 11:30 AM  
**To:** John Davis  
**Subject:** Re: Grant/Activity Report

I gave the grant to Lori. started youth basketball this week, bagged 500 bags of treats and passed them out to the elementary schools on Halloween.

Jody

**From:** John Davis  
**Sent:** Thursday, November 07, 2019 7:56 AM  
**To:** Jody Nelson  
**Subject:** Grant/Activity Report

Morning,

I need a copy of the grant and an activity report.

John Davis  
Millinocket Town Manager  
(207) 723-7000



Virus-free. [www.avg.com](http://www.avg.com)

## John Davis

---

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John Davis  
Millinocket Town Manager  
(207) 723-7000



Virus-free. [www.avg.com](http://www.avg.com)



## John Davis

---

**From:** Mary Alice Cullen  
**Sent:** Wednesday, November 06, 2019 1:14 PM  
**To:** John Davis  
**Subject:** Activity Report

There are still 10 properties that have not paid their May 18, 2018 sewer lien which will mature November 18.

On October 31, 151 sewer liens were recorded for unpaid sewer fees billed October 24, 2018 to January 30, 2019.

Working on the month-end reporting and reconciliations.

Mary Alice Cullen  
Treasurer, Town of Millinocket  
197 Penobscot Avenue  
Millinocket, ME 04462  
(207)723-7000 Ext. 4

## John Davis

---

**From:** Jesse Dumais  
**Sent:** Tuesday, November 05, 2019 8:32 AM  
**To:** John Davis  
**Subject:** RE: Activity Report

- Weekly state MV reporting completed
- Monthly rapid renewal completed
- County MV tax reporting completed
- Oct. waste water billing completed – due date is Nov. 28<sup>th</sup>
- Normally office duties phones, mail, emails and customers etc...

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:** Tuesday, November 05, 2019 5:45 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 Report

Have your activity report to me by noon time on Wednesday, November 6.

John Davis  
Millinocket Town Manager  
(207) 723-7000

## John Davis

---

**From:** Lorna Thompson  
**Sent:** Saturday, October 26, 2019 3:28 PM  
**To:** John Davis  
**Subject:** Todays accomplishments

John,

-completed the Municipal Valuation Return for the State and have emailed it to them. I have also left a copy for Sue to mail.

-prepared this year's commitment book to send to UMO for binding.

-cleared up the mistake for Rachel Cyr where I had transferred 291 Mass Ave when it was actually the 104 State Street that had an owner change.

-and prepared letters to again request the opportunity to inspect the interior for the abatement requests from Maine Woods Resort

I am still behind and not keeping up with taxpayer questions.

Lorna

## John Davis

---

**From:** Richard Angotti  
**Sent:** Wednesday, November 06, 2019 6:15 AM  
**To:** John Davis  
**Subject:** RE: Activity Report

Worked on snowplowing ordinance review and change recommendations.

Researched recreational and medical marijuana laws for the state of Maine because we are getting inquiries.

Continued handling complaints and issuing permits.

Richard Angotti

**From:** John Davis <manager@millinocket.org>  
**Sent:** Tuesday, November 5, 2019 5:45 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 Report

Have your activity report to me by noon time on Wednesday, November 6.

John Davis  
Millinocket Town Manager  
(207) 723-7000

## John Davis

---

**From:** Diana Lakeman  
**Sent:** Wednesday, November 06, 2019 10:40 AM  
**To:** John Davis  
**Subject:** RE: Activity Report

### Town Clerk:

- Reconciled month end reports for ~~September~~<sup>OCTOBER</sup> for all State Agencies
- November 5, 2019 Referendum/Municipal election day is behind us having zero issues with the best working election staff, petition circulator at the exit of the polls and a good turnout of 681 for Millinocket Voters; preparing for the after election process with many certain SOS deadlines to meet completing the return of votes cast on 11/6/2019 (the first of many) and personal goals to accomplish in this process.  
( Congratulations to: Charles P. Pray, Cody R. McEwen, Hilary L. Emery and Peter A. Jamieson)
- Finalized the minutes for the October 24, 2019 regular Town Council meeting and preparing for November 11, 2019 Organizational and Regular Town Council meeting
- Notified by Inland Fisheries & Wildlife effective December 2019, mandatory fees for boat registrations have increased, I will have more information on mandatory set fee amounts by the end of the month.

### REMINDERS:

- 2020 Dog Licenses available
- 2020 Snowmobile Registrations available
- All Members on the **Personnel Appeals Board** are to **Expire at the end of November**, Applications are available at the Town Clerk's office.
- Two (2) seats available on the Board of Appeals

*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>  
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**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 Report

Have your activity report to me by noon time on Wednesday, November 6.

John Davis

## John Davis

---

**From:** Lori Santerre  
**Sent:** Tuesday, November 05, 2019 3:22 PM  
**To:** John Davis  
**Subject:** HR/GA REPORT

Payroll  
AP Warrants  
Month end work  
Front office  
Hiring of new Police Officer  
Hiring of Public Works employee  
General Assistance  
Preparing for year end

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

ORDER #285-2019

PROVIDING FOR: Execution of the Warrant for November 11, 2019

IT IS ORDERED that the Warrant for November 11, 2019 in the amount of \$\_\_\_\_\_ is hereby approved.

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

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

**PROVIDING FOR:** Approval of Snowmobile Trail Maintenance Application to the Maine Department of Conservation.

**IT IS ORDERED** that approval is granted to submit the 2019 – 2020 application for the Maine Department of Conservation Snowmobile Program Municipal – Grant – in – Aid Agreement. The application requests a total of 116,155.00 in state funds that are to be supplemented by local funds of \$49,781.00 for a total project cost of \$165,936.00.

**IT IS FURTHER ORDERED** that the Town Manager be authorized to sign and execute all agreements necessary to receive this grant.

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

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



Jody Nelson  
Director of Recreation

Troy Bouchard  
Assistant Director of Recreation

**RECREATION DEPARTMENT**  
East Millinocket , Medway, Millinocket, Woodville  
53 Main St., East Millinocket, Maine 04430  
( 207) 746-3553

November 11, 2019

Mr. Joe Higgins  
Department of Agriculture, Conservation and Forestry  
SNOWMOBILE PROGRAM  
22 State House Station  
Augusta, ME 04333

Dear Joe,

Enclosed is the 2019-2020 application for the Snowmobile Grant-In-Aid Program. The grant includes work to be done on the trails as outlined in the Project Description. Again, we respectfully request you to consider our application as soon as possible to enable us to begin our pre-season work.

As I understand, if the proposed pre-season work changes due to unanticipated weather related damage, I will notify you either in writing or by telephone. If additional information is required, it will be sent expediently.

If you have any questions, please call me at 746-3553 or email me at [jodynelson@gwi.net](mailto:jodynelson@gwi.net) Thank you.

Sincerely,



Jody Nelson  
Project Director

Cc: Twin Pines



STATE OF MAINE  
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY  
BUREAU OF PARKS & LANDS  
SNOWMOBILE PROGRAM, MUNICIPAL GRANTS  
22 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0022

APPLICATION / AGREEMENT / CERTIFICATION  
MUNICIPAL / COUNTY GRANT-IN-AID PROGRAM  
2019-2020

Municipality/County: Town of Millinocket

Address: 197 Penobscot Ave.

City: Millinocket Zip: 04462

County: Penobscot

The Project Director is appointed by the municipality/county. All inquiries about the state-aid grant application are directed to this person.

Name: Jody Nelson Title: Director of Recreation

Address: 53 Main St.

City: East Millinocket Zip: 04430

Home #: \_\_\_\_\_ Work #: 207-746-3553 Mobile #: 207-447-1366

Email Address: jodynelson@gwi.net

Mileage of proposed trail: 115 (one way)

Estimated administrative cost for processing land use permits, grant administrative labor, insurance, remote radios (Many items eliminated.)

Requested		Approved	
\$	2336.00	\$	

Estimated cost of facilities such as plowing remote parking, gates. (All other items eliminated.)

\$	0	\$	
----	---	----	--

Estimated cost of maintenance including grooming of trails, normal ditching, brushing, bridge repair, picking up litter, etc.

\$	151,800.00	\$	
----	------------	----	--

Total Estimated Cost of Project

\$	165,936.00	\$	
----	------------	----	--

*For State Use Only*

Approved Total Grant \$

% of approved cost %

**APPLICATION / AGREEMENT / CERTIFICATION  
MUNICIPAL / COUNTY GRANT-IN-AID PROGRAM**

THIS IS TO CERTIFY that the Town of Millinocket (Municipality/County) has authorized and hereby authorizes Jody Nelson (Project Director) to make application for financial assistance under the provisions of the Off-road Recreational Vehicle Office, Snowmobile Trail Fund (M.R.S.A. Title 12, Chapter 220, Subchapter 8, § 1893-3) for the maintenance of the Town of Millinocket (Municipality/County) snowmobile trail system.

THIS FURTHER CERTIFIES that the above named Project Director is familiar with the terms and conditions of the Grant-In-Aid Program administered by the Off-road Recreational Vehicle Office from the Snowmobile Trail Fund and has authorized and hereby authorizes Jody Nelson (Project Director) to enter into said agreement between the Town of Millinocket (Municipality/County) and the State of Maine upon approval of the above identified project by the Off-road Recreational Vehicle Office.

THIS FURTHER CERTIFIES that the Town of Millinocket (Municipality/County) has been legally constituted and is responsible for planning for and carrying out the municipal recreation program and Jody Nelson (Project Director) will be responsible, on behalf of the Town of Millinocket (Municipality/County) for the continued operation and maintenance

of the completed project in accordance with the terms and conditions of the Snowmobile Trail Fund Grant-In-Aid Program. Attached is true and correct information relating to the establishment and organization of the municipal agency or department

AND THIS FURTHER CERTIFIES that except for the financial assistance requested by this project application, no financial assistance has been applied for, given, or promised under other State or Federal programs.

By signing this document we have reviewed, understand and are in compliance with the Information and Guidelines for the Municipal/County Grant-in-Aid Program 2019-2020, are utilizing the Trail Maintenance Labor/Equipment Reimbursement Rate Guidelines for 2019-2020 and the Allowable Grant Expenses for 2019-2020.

**MUNICIPAL/COUNTY APPROVAL**

Municipality/County: Town of Millinocket County: Penobscot

Municipality/County: John Pains Signature Date: 11/8/2019  
Title: Town Manager Project Director: Jody Nelson Signature  
Chairman of Board of Selectman  
Municipal/County Manager

**FOR STATE USE ONLY**

VC #: \_\_\_\_\_ Enc. Amt.: \_\_\_\_\_

Appropriation #: 014-01A-8130-81-

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Director, Off Road Recreational Office

\_\_\_\_\_  
Commissioner, Department of Agriculture Conservation and Forestry Date: \_\_\_\_\_

## **Twin Pine Snowmobile Club**

### **2019/2020 Season Project Description**

Estimated cost of bridge and trail maintenance, brushing, signing and grooming trails

#### **Preseason trail prep:**

Labor for sign prep, installation and removal including new intersection signs 300 @10/hr \$3,000

Material for signs \$1000

Vehicle/Small Equipment Expense \$1,000

Brushing trails 250 @ /hr 10 hr \$2500

Brush Hog Work (In BSP on Logan Pond trail as well as on the Pole Line and 85/86 between White House Landing and Fourth Debsconeag. 40 at 50hr \$2000

Culvert installs 3 @ 600 Wild Kingdom Trail 1,800

Bridge re decking Labor

25 feet Hurd Pond Stream 85/86 past Abol 500 (Materials on Hand}

Total Preseason: \$11,800

#### **Grooming**

Administration reporting 30hrs @ 10/hr \$300

Liability Insurance \$1236.00

Fee For Spots \$400.00

Rail road Crossing Permits \$400

Total Admin \$2336.00

Equipment

1 BR400 @ \$110

3 BR 275 @ \$110

All with Mogul Master Drags

BR400 1380hrs @ \$110 \$151,800.00

-Total Grooming, Permits, projected Preseason, Administration and grooming costs 2019/2020 Season  
\$165,936.00

We will be grooming with BR 275 or BR 400 Cats this year and have an additional BR 275 as a spare this year.

## PROJECT CERTIFICATION

THIS IS TO CERTIFY that the Town Council of Millinocket has authorized Jody Nelson, Project Director, to make application for financial assistance under the provisions of Bureau of Parks and Lands Snowmobile Trail Fund (M.S.R.S. Title 12, Chapter 220, Subchapter VIII, Section 1893-3) for the maintenance of the Town of Millinocket Snowmobile Trail System.

THIS FURTHER CERTIFIES that the Town Council of Millinocket is familiar with the terms and conditions of the Grant-in-Aid Program administered by the Bureau of Parks and Lands from the Snowmobile Trail Fund and has authorized and hereby authorized Jody Nelson, Project Director, to enter into said agreement between the Town of Millinocket and the State of Maine upon approval of the above identified project by the Bureau of Parks and Lands.

THIS FURTHER CERTIFIES that the Town Council of Millinocket has been legally constituted and is responsible for planning and carrying out the Municipal Grant Program, and the Town Council of Millinocket will be responsible, on behalf of the Town of Millinocket, for the continued operation and maintenance of the completed project in accordance with the terms and conditions of the Snowmobile Trail Fund, Grant-in-Aid Program. Attached is true and correct information relating to the established and organization of Municipal Agency or Department.

THIS FURTHER CERTIFIES that except for the financial assistance requested by the project application, no financial assistance has been applied for, given, or promised, under other State or Federal programs.

November 11, 2019  
Dated

\_\_\_\_\_  
Dated

November 6, 2019

\_\_\_\_\_  
Dated

Town of Millinocket  
Name of Municipality

John Davis  
Town Manager



Jody Nelson  
Project Director

**CONTRACT  
BETWEEN  
TOWN OF MILLINOCKET  
AND  
TWIN PINES SNOWMOBILE CLUB**

THIS AGREEMENT, made as the 11th day of November, 2019 between the **Twin Pines Snowmobile Club, Inc. (hereinafter referred to as the Operator)** and **The Town of Millinocket (hereinafter referred to as the Town)**

WITNESSETH: That the parties for the considerations hereinafter set forth agree as follow:

**I. DESCRIPTION OF WORK**

The Operator shall adequately maintain and groom approximately 108 miles of snowmobile trail in and around the Town of Millinocket and adjoining unorganized territories. Such work shall include (1) the erection and replacement of trail markers, (2) the grooming, compacting and smoothing of the snow covering and trail surface, (3) the removal of trees, limbs, barricades, and other obstructions or material as necessary, from the trail, (4) the building of and replacement of snowmobile trail bridges such that safe passage of the user is ensured, and (5) the plowing and snow removal from designated parking areas that will be utilized by the user groups.

**II. Conditions**

It is understood the trail has been established pursuant to use permits granted by the owners of the property over which the trail passes, and accordingly, the Agreement is subject to the terms and conditions of such use permits and their continued existence.

It is understood that the Operator shall provide all gasoline and oil to the equipment, as necessary, (except as otherwise provided herein) and personnel to operate same, necessary to perform work specified.

It is understood that the entire trail network shall be groomed at least three times a week when snow conditions permit and use warrants it. I.T.S. trail specifications duly designated and provided by the Mine Snowmobile Association Trails Committee shall serve as a guide.

## IIA. INSURANCE

It is understood that the State of Maine, Department of Conservation, Snowmobile Division, Bureau of Parks and Recreation, is providing a limited comprehensive general liability insurance policy that will cover any claims of injury of damage to property of landowners, and that the Town of Millinocket will accept this coverage to be on the Operator / Town in the amount of \$ 400,000.00 for each occurrence whether involving injury to person or damages to property.

## III. CONTRACT PRICE

The Town hereby agrees to pay to the Operator such consideration of the performance in full by the Operator, on such terms as are hereinafter defined.

Labor defined as not directly attributed to the grooming activity. (Includes brush cutting, bridge building, signing, carpentry, and construction.)

Grant Reimbursement ( when applicable)

Materials for bridge construction, Signing, warming huts, and Equipment housing.

Grant reimbursement

Trail grooming and smoothing of snow covered trail surfaces.

Grant reimbursement

The Operator shall pay all Federal, State, or local and/or Use taxes applicable to material, process or devices purchased or used in connection with the work under this contract. Reimbursement of this expense will be at the discretion of the Town's contract administrator.

## IV. GRANT-IN-AID REQUEST AND COST ESTIMATE

It is understood that the Town will submit for approval to the State of Maine, Snowmobile Division, Bureau of Parks and Recreation, a request for a Grant-In-Aid



which will provide for seventy percent (70%) of the total cost of the Town of Millinocket's Snowmobile Program which in part is being enacted by the said Operator.

Thirty percent (30%) or seed money for this grant will be provided by the Town as local funds in agreement equal to the State draw down. The total amount of the grant and seed money will not exceed the estimated total amount of \$165,936.00 The Grant split will be:

Local: 30% = \$49,781.00 raised by private funds + \$15,000 Town Budgeted)  
State 70% = \$116,155.00

It is understood that the Operator will prepare and submit to the Town for their review and signatures the Grant-In-Aid request, which in turn will be submitted by the Town to the State Bureau of Parks and Recreation, Snowmobile Division, for approval.

#### **V. TIME AND MANNER OF PAYMENTS**

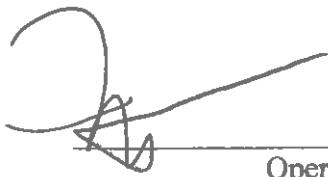
The Operator will submit to the Town on a monthly basis a detailed bill which will outline the Operator's incurred expenses that are in whole directly related to this contract as outlined in Section III.

The Town will make payments as per submitted Operator's bill and then submit a request for seventy percent (70%) reimbursement of that amount which is subject to approval by the State Administrator. The detailed billing as presented to the Town by the Operator will serve as evidence for the Town's request. All statements presented for payment to the Town will have review and approval by the Project Director. This Treasurer will present all bills for payment to the Town's Contract Administrator or its designee.

#### **VI. APPLICABLE LAW**

The laws of the State of Maine shall govern this contract.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hands as of the day and year first above written.

  
\_\_\_\_\_  
Operator

Twin Pines Snowmobile Club, Inc.

By President  
(Title)

\_\_\_\_\_  
(Witness)

  
\_\_\_\_\_  
Project Director

By Director of Recreation  
(Title)

  
\_\_\_\_\_  
Town Manager

**TOWN OF MILLINOCKET 2019-2020  
SNOWMOBILE TRAIL MUNICIPAL GRANT APPLICATION**

**Summary:**

**This Grant Request has been developed and presented for approval by the Twin Pines Snowmobile Club and Jody Nelson, Director, Recreation Department, Town of Millinocket.**

This request is the result of the Twin Pine Snowmobile Club and the Town of Millinocket's effort to continue its commitment to the ongoing program in the Katahdin Region to create and maintain excellent snowmobile trail conditions and facilities. The traffic in this region continues to get heavier and heavier each season. The contractors are going out four and sometimes five times per week in order to maintain the trails.

This year's grant request is for a total of \$ 165,936.00

The Grant funding split is a 70 % / 30 % split with the State share at 70%

This split would represent (State Share): \$ 116,155.00

The Municipal / Privately funded share at 30 % would be \$ 49,781.00

**The remaining portion of the Municipal / Private funding share not provided by the Town of Millinocket is \$49,781.00 be provided by private funding.**

Respectfully submitted,



Jody Nelson, Director of Recreation

Attachment: Project Map for 2019/2020 year

**STATEMENT OF AFFIRMATIVE LANDOWNERS PERMISSION**

The Twin Pines Snowmobile Club and Representatives thereof certify that all Land Owners associated with the Millinocket Municipal Trail System have been contacted and permission granted use for the **2019/2020** Season.

**Land Owners needing to be named additional Insured 2018-2019**

**The Nature Conservancy**

**Maine Field Office**

**14 Maine Street, Suite 401**

**Brunswick, ME 04011**

**Town of Millinocket**

**197 Penobscot Ave.**

**Millinocket, ME 04462**

**Katahdin Timberlands, LLC**

**P. O. Box 38**

**Millinocket, ME 04462**

**Katahdin paper Co., LLC**

**One Katahdin Ave.**

**Millinocket, Me 04462**

**Hammond Ridge Development Com, LLC**

**30 Twin Pines Rd.**

**Millinocket, ME 04462**

**Plum Creek Maine Timberlands, LLC**

**49 Mountain Ave.**

**Fairfield, ME 04937**

**Twin Pines Camps, LLC**

**Black Cat Rd.**

**Millinocket, ME 044621**

**Huber Resources Corp.**

**1141 Main St.**

**Old Town , ME 04468**

**Bureau of Parks and Lands**

**Maine Department of conservation**

**P.O. Box 415**

**87 Airport Rd.**

**Old Town, ME 04468**

**Prentiss & Carlisle**

**P.O. Box 637**

**Bangor, ME 04401**

**Debbie and Gary Jandreau**

**200 Iron Bridge Rd.**

**Millinocket ,ME 04462**

**Big Moose Inn**

**P.O. 98**

**Millinocket, Me 04462**

**David Cyr**

**Black Cat Rd.**

**Millinocket, Me 04462**

**Tom and Sandy Bell**

**North Woods Store**

**1605 Baxter State Park Rd.**

**Millinocket, Me 04462**

**Katahdin Woods and Waters national Monument**

**P.O. Box 446**

**Patten, Me 04765**

**ORDER #287-2019**

**PROVIDING FOR:** Christmas in Katahdin donation.

**IT IS ORDERED** that the Millinocket Town Council approves a donation of \$200.00 to the tri-town community Christmas party to be held on Sunday, December 8, from 1:00 to 3:00 p.m. at the Stearns High School gym.

**NOTE:** If approved, the funds will be expended from Account 0816-3813, Public Health & Welfare, leaving a balance in this account of \$3,700.

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

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



The Katahdin region proudly presents the 16th Annual...

# CHRISTMAS IN KATAHDIN

Dear valued community member,

Tri-town efforts of many volunteer organizations and businesses will, once again, bring a festive community Christmas party to our area on Sunday, December 8, from 1:00-3:00 pm at the Stearns High School Gym. However, we need your help. Below are some ways that you or your organization/business could help. Let's make this year's Christmas in Katahdin the best one yet! Thank you and we look forward to hearing from you.

-The Community Christmas Party Committee

Please put an X in the left column to indicate what you could do to help out

Donation by check (payable to the Town of East Millinocket Rec Department  
Re: Community Christmas Party  
KFCU, 1000 Central St., Millinocket, ME 04462

Provide a craft or game event with staff

Staff a craft table

Contribute to the food court: \_\_\_\_\_

Donate a door prize

Provide a gift item, coupon or event announcement as a bag stuffer for kids.  
(We stuff approximately 300 bags, however you may contribute whatever  
amount is best for you.)

Volunteer your time to set up or break-down at the event

Please return this form to KFCU, or call/email and let us know your response regarding help for this event

(207) 723-9718 | [adaisey@katahdinfcu.org](mailto:adaisey@katahdinfcu.org) | [tjamo@katahdinfcu.org](mailto:tjamo@katahdinfcu.org)

**ORDER #288-2019**

**PROVIDING FOR:** Donation to Maine Public.

**IT IS ORDERED** that the Millinocket Town Council approves a donation of \$200.00 to Maine Public to help maintain its continued educational, informational, and cultural resources for the people of Maine.

**NOTE:** If approved, the funds will be expended from Account 0816-3813, Public Health & Welfare, leaving a balance in this account of \$3,500.00.

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

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



**maine public**

RADIO · TELEVISION · ONLINE

November 1, 2019

Mr. John Davis  
Town of Millinocket  
197 Penobscot Avenue  
Millinocket, ME 04462-1430

Dear Mr. Davis,

For more than 50 years Maine Public has been an educational, informational, and cultural resource for the people of Maine. Today, we're asking Millinocket to help fund this important community resource with a gift of \$200 for fiscal year 2021.

Through award-winning news and entertainment programming on television, radio, and online, as well as our 24-hour PBS Kids and classical music stations, it's been our mission to provide the residents of Millinocket with a vital link to their community, state, and the world.

The education and inspiration of the next generation of Mainers is central to Maine Public's mission. In 2019 we created and aired a new season of *High School Quiz Show*, and reported on vital local issues like childcare shortages and climate change. Our yearly *Highschool Basketball Tournament* broadcast also continues to showcase the athleticism and teamwork of Maine's students. Your community grows with these free cultural and educational resources, and Maine Public needs your support to grow along with you.

We respectfully request that Millinocket support the growth of public broadcasting in Maine with an appropriation of \$200 again this year. For assessment purposes, you can soon find our FY 2019 operating budget and financial audit at <http://www.mainepublic.org/topic/maine-public-finances>. We appreciate the support your community provides, and thank you for your consideration.

Sincerely,

Meagan Cloutier  
Community Grants Coordinator  
207-404-5119, [mcloutier@mainepublic.org](mailto:mcloutier@mainepublic.org)