

TENTATIVE AGENDA
REGULAR COUNCIL MEETING IN COUNCIL CHAMBERS
THURSDAY, DECEMBER 26, 2019
4:30 PM

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1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda
4. Approval of the Minutes of the December 12, 2019 Regular Town Council Meeting.

OLD BUSINESS:

NEW BUSINESS:

5. SPEICAL PRESENTATIONS: n/a
6. Town Manager's Report
7. ORDER #318-2019 Execution of the Warrant for December 19, 2019
8. ORDER #319-2019 Execution of the Warrant for December 26, 2019
9. ORDER #320-2019 Approval of Application to Personnel Committee
10. ORDER #321-2019 Approval of Application to Recreation Committee
11. ORDER #322-2019 Approval of Entertainment License Application (Highlands Tavern)
12. ORDER #323-2019 Approval of Liquor License Application (Highlands Tavern)
13. ORDER #324-2019 Approval of Municipal Release Deed (K & M)
14. ORDER #325-2019 Approval of Municipal Release Deed (Harville)
15. ORDER #326-2019 Approval of New ACS Coupler
16. Reports and Communications:
 - a. Warrant Committee for January 9, 2020 Council Meeting: Councilor Stratton and Councilor Golieb.
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment
17. Adjournment:

December 12, 2019

The Special and Regular meeting of the Millinocket Town Council was brought to order by Diana M. Lakeman, Town Clerk, in Council Chambers office at 4:30 pm.

Roll Call:

Town Council Members Present:

Pelletier	Pray
Jackson	Stratton
Madore	Golieb-Excused
McEwen-Excused	

Also present were: Town Manager John Davis, Town Clerk Diana M. Lakeman, Fire Chief Thomas Malcolm, Chief Craig Worster, Media Ben Barr and 0 in public.

Pledge of Allegiance

Adjustments to the Agenda: Town Clerk asked for nominations for Chair Pro Temp, Motion by Councilor Stratton nominating Councilor Madore, Seconded by Councilor Pray, no other nominations heard, vote for Councilor Madore for Chair Pro Temp 5-0.

OLD BUSINESS: n/a

NEW BUSINESS

Approval of the Minutes for November 25, 2019 Regular Town Council meeting and December 5, 2019 Executive Session.

Motion-Pray	Second-Pelletier	Vote 5-0
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SPECIAL PRESENTATIONS: n/a

2nd Public Hearing: in @ 4:40 pm

ORDINANCE #1-2019 – 2nd Public Hearing PROVIDING FOR: Amendment to Chapter 75, General Assistance, Code of the Town of Millinocket in Compliance with Title 22 M.R.S.A. §4305(4)

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

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

1st Public Hearing-11/25/19, 2nd Public Hearing-12/12/19

Motion-Pelletier	Second-Stratton	Vote- 5-0
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*Town Manager's Report December 12, 2019

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

December 26, 2019

January 9, 2019

BikeMaine 2020 – On Thursday, December 5, the Chairman and I met with Will Elting, Mike Smith, and Josh Firman to discuss strategy for the BikeMaine event that will take place from September 12-19. The riders will be in Millinocket from September 15 through 17. I have attached a brochure to this report that gives a good description of what to expect.

Rural Maine Opportunity Zone Meeting - On Wednesday, December 4, I attended a conference in Bangor on Opportunity Zones in rural Maine. Investors and public officials from around the state attended. Opportunity Zones, a derivative of the Trump Tax Cut and Jobs Act, promise to give big-money investors an

opportunity to defer, or even eliminate taxes on capital gains, while pumping much-needed cash into some of the poorest neighborhoods in the nation. Originally, there were lofty expectations, but the idea has been slow to catch on. Investors have shown considerable interest in setting up funds in the real estate sector.

Comprehensive Plan – Vicki would look to bring her new employee to meet with the three communities after the holidays to update our progress to this point.

Solar Plant – Steve Hinchman, an attorney for ReVision Energy, informed me that the 45-day clock on Emera started ticking around Thanksgiving. ReVision would like to address the Council at the second meeting in January to discuss this.

Chapter 584 Surface Water Toxicity - I submitted a letter on behalf of the Town in opposition to the recommended rule changes on Chapter 584, Surface Water Toxicity. Janet Abrahams, a chemist for Maine Rural Water, drafted the letter. Mike Osbourne of Our Katahdin tendered a letter of opposition as well.

Broadband – Since the Neighborly deal fell through, Designlab and Lucy Van Hook of Our Katahdin are in conversation with another company. The recommendation is for the three towns to put aside money to pay for an engineering study. East Millinocket appropriated \$30,000 and are expecting Millinocket and Medway to do the same.

Marathon – Once again, this was a major success. An article in the Bangor Daily reported that 2,300 runners registered and 1,459 participated in the full or half marathon. Participants came from 39 states and three Canadian Provinces. On behalf of the Council, I want to thank everyone that made this event possible.

Department Updates

Public Works

Ten calls in the month of November due to snow and rain events.

Can only schedule Main Street snow removal on the midnight shift.

Getting Christmas wreaths and banners hung up between storms.

Equipment running well.

Attached is a list of Public Works call ins and storm overtime.

Transfer Station

Grimmel Industries hauled nine trailer loads (180 tons) of metal. Current price is \$60/ton.

Yard waste area closed for the winter.

New permits stickers are ready for purchase at the Town Office.

Airport

SRE building punch list 90% completed. Facia trim around the roof needs to be finalized to complete the job.

Cemetery

Closed.

Wastewater Treatment

Regular testing, maintenance, and snow removal.

Working with Olver Associates to update our Operations & Maintenance manuals to receive our discharge license.

Police Department

488 incidents from November 1, 2019 to November 30, 2019. There were 360 calls for the same time last year.

Staff started yearly mandatory online training. Due to new officers, it may take longer to complete the required instruction.

Increased number of stolen packages off front steps. Be aware of this over the holidays.

The department has a better work environment that is centering around teamwork.

Responded to a call at Millinocket Regional Hospital to subdue an unruly patient which resulted in an arrest of one count of assault on a police officer.

The Chief sent a letter to the National Guard thanking the manpower and resources they provided for the marathon. I have attached the letter to this report.

Sadie is living the "high life" and enjoying her celebrity status.

Fire & Ambulance

Twelve local BLS and 20 local ALS calls.

Two out of town BLS calls and seven out of town ALS.

Six lost BLS calls and ten lost ALS calls.

One required nurse lost call.

One fire public assist and one electrical issue.

Chief still covering day shift for vacations and injury.

Attended various meetings.

New generator installed. Will need to replace the window that was removed to get the generator in the building.

Did five chimney inspections.

Working with KHC on nursing home issues.

Health Officer

Did monthly webinar with DHHS on flu causes and other issues.

Met with a citizen about an issue and advised her that it was a civil matter.

Spoke with a person who is interested in purchasing an apartment building and converting it into a seasonal rental unit. Instructed him that he needs to meet LSC and health codes if not opened all year.

Referred a case to DHS inspection

Recreation Department

Conducted wreath lighting in Millinocket, East Millinocket, and Medway.

On vacation last week.

Administration

Treasurer

Reviewed FY19 draft audit report.

Preparing to mail foreclosure notices for FY18 tax liens any time after December 18.

Performing November month-end activities.

Still having problems with TG Higgins ambulance billing service. Have contacted other companies that provide this benefit.

Tax Collector

Working on FY20 wastewater billing.

Completed weekly MV state reporting and monthly MV county reporting for November.

Daily office duties.

Tax Assessor

Worked on 801 reimbursement forms. This is a labor intensive task but necessary to ensure that the taxpayer receives reimbursement entitled to them from the state.

Code Enforcement Officer

Reviewing dangerous building statute.

Issued permits.

Working with public on various complaints.

Town Clerk

FY20 snowmobile registrations, IF&W game licenses, Transfer Site stickers, and dog registration tags are available at the Town Office.

A current rabies certificate is required for new and renewed registrations.

Submitted forms for the March 3, 2020, Presidential Primary.

Finalized November end-of-month reports.

Updated manual filings pursuant to disposition regulations in preparation for the new year.

Human Resource/Welfare Director

Month-end work.

Warrants.

Ordered office supplies.

Personnel issues.

General Assistance.

Preparing for year-end.

Town Manager

Attended meeting in Bangor.

Worked on annual report.

Prepared agenda.

Regular office duties.

Councilor Comments:

Pelletier: supports BikeMaine event, snow removal concerns issues will continue without enforcement.

Jackson: agree snow removal is an ongoing issue asking citizens to report improper plowing, disappointed broadband proposal didn't follow through anticipating a new engineering study, inquires if Public Works followed through with undercoat on new truck, shares appreciation for Designlab's booth and banner display
Stratton: excited Millinocket is hosting BikeMaine, supports investing in broadband anticipating more information, proud of all Marathon events and overall turn out of support, snow plowing always seems to be an issue.

Pray: inquires Bikemaine and trails end festival cooperating dates, stresses the importance of smaller businesses and economic development referencing Rural Maine zoning, glad to see comprehensive plan is continuing looking forward for more discussion with solar project and the upcoming meeting, concerns with water surface classification issue being a significant impact for the future of the community, survived marathon looking forward to next year, plowing issues and concerns should be addressed per situation with enforcement, anticipates MRC plant running again, concerns academy acceptance with back log and wait period, encourages individual communities to write a letter in support of additional courses, stolen packages are a concern noting Walgreens accepts packages for FedEx acceptance, rabies vaccinations are held at Tractor Supply noting dog registrations are available at the Clerk's office.

Madore, Chair Pro Temp, reads Chair McEwen's email to be submitted into the minutes; wishes all a Merry Christmas, shares excitement with BikeMaine noting a great opportunity for the Town, thanks the town manager for representing the community at the Rural opportunity zone meeting, looks forward to finalize comprehensive plan, anticipates more discussion and suggests keeping a close eye on procedures moving forward with the Solar Plant project, appreciation for a well written letter of opposition concerning the recommended rule changes to water, disappointed broadband utility project fell through, shares appreciation for all Marathon festivities noting a job well done, agrees sharing concerns with plowing issues suggesting enforcement is necessary if continues, extra tonnage monies is great news, anticipates processing plant getting

start again, concerns with incident calls into the PD while expressing appreciation, concerns with ambulance billing issues and suggests looking elsewhere for more cooperation.

ORDER #309-2019 PROVIDING FOR: Execution of the Warrant for December 5, 2019

IT IS ORDERED that the Warrant for December 5, 2019 in the amount of \$90,056.48 is hereby approved.

Motion-Stratton Second- Jackson Vote 5-0

ORDER #310-2019 Execution of the Warrant for December 12, 2019

IT IS ORDERED that the Warrant for December 12, 2019 in the amount of \$69,618.00 is hereby approved.

Motion-Jackson Second- Stratton Vote 5-0

ORDER #311-2019 PROVIDING FOR: Transfer of funds.

IT IS ORDERED that the Millinocket Town Council approves the transfer of funds in the amount of \$225,000 from the Wastewater General Account (G03-100-00) to the Wastewater Reserve Account (G03-109-01). If approved, the reserve account will have a balance of \$940,873 and there will be a balance of \$404,961 in the general account.

Motion-Pray Second-Stratton Vote 5-0

ORDER #312-2019 PROVIDING FOR: Abatement of sewer fees 194 Katahdin Avenue.

IT IS ORDERED that the Millinocket Town Council approves the abatement of sewer fees for \$311.03 for a house located at 194 Katahdin Avenue, Map U04 Lot 040.

NOTE: The extra fees were due to a burst water pipe which has since been repaired. This is a onetime abatement only.

Motion-Pelletier Second- Stratton Vote 5-0

ORDER #313-2019 PROVIDING FOR: Donation to the Eastern Area Agency on Aging (EAAA).

IT IS ORDERED that the Millinocket Town Council donates \$500.00 to the Eastern Area Agency on Aging. The EAAA provides much needed services and resources to community residents in Washington, Hancock, Piscataquis, and Penobscot counties.

NOTE: If approved, the funds will be expended from Account 0816-3813, (Public Health & Welfare), leaving a balance in this account of \$2,800.00.

Motion-Jackson Second-Stratton Vote 5-0

ORDER #314-2019 PROVIDING FOR: Approval of an Application for an Entertainment License for Elks B.P.O.E.

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

Millinocket Elks B.P.O.E., Lodge #1521, 213 Aroostook Ave
d/b/a

Millinocket Elks B.P.O.E., Lodge #1521, 213 Aroostook Ave

Motion-Jackson Second-Stratton Vote 5-0

ORDER #315-2019 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Elks B.P.O.E., Lodge #1521.

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

Millinocket Elks B.P.O.E., Lodge #1521, 213 Aroostook Ave
d/b/a

Millinocket Elks B.P.O.E., Lodge #1521, 213 Aroostook Ave

Motion-Pray Second- Jackson Vote 5-0

ORDER #316-2019 PROVIDING FOR: Approval of an Application for an Entertainment License for Donald V. Henry, American Legion Post 80.

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

Michael A Majkowski, 4 Kimball Drive, Medway, ME

d/b/a

Donald V. Henry, American Legion Post 80, 970 Central Street, Millinocket

Motion-Pelletier Second-Pray Vote 5-0

ORDER #317-2019 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Donald V. Henry, American Legion Post 80.

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

Donald V. Henry, American Legion Post 80, 970 Central Street

d/b/a

Donald V. Henry, American Legion Post 80, 970 Central Street

Motion-Jackson Second-Stratton Vote 5-0

Reports and Communications:

- a) The Warrant Committee for the December 26, 2019 Regular Town Council Meeting will be Councilor Madore and Councilor Pelletier maybe absent and will inform Chair McEwen.
- b) Chair's Committees Reports:
 - Economic Development committee: Councilor Madore reads Chair McEwen's email to be submitted into the minutes, also touching up on his attendance to the Chamber Board meeting and Katahdin Collaborative meeting all submitted into the minutes.
 - Events Committee meeting: Tom Malcolm shares appreciation for the Designlab both display and banner during the marathon and weekend festivities, great representation and well liked by all, thanks Michael Madore and Gilda Stratton with their assistance during the marathon's festivities.
 - Opioid & Mental Health Committee: Jackson concerns hospital is not a place to abuse creating issues with bed availability.

Councilor Pray shares appreciation to the administration staff for preparing and finalizing the Town's Annual Report which is now available.

- c) Two Minute Public Comment: Ben Barr, 127 Elm Street, reminds the public of the Katahdin Country Christmas Music fundraiser by donation event located at the Elks on 12/13/19 at 6:00 pm, all donations will fund heating assistance in the community.
- d) Motion to adjourn at 5:25 p.m. -Stratton Second -Pray Vote 5-0

John Davis

From: Cody McEwen <cody.mcewen@maine.edu>
Sent: Thursday, December 12, 2019 3:45 PM
To: John Davis
Subject: Report

I apologize for my absence this evening.

These are my comments to the manager report:

Bike Maine - I am very optimistic about the event. Mike Smith and Josh Firmin, the coordinators, are outstanding individuals that will be excellent resources to pull off this event.

OZ - Thanks to the manager for attending this meeting.

Comp Plan - EMDC has a full time planner which his main focus will be to finishing up this comprehensive plan. I would like to get this wrapped up in the beginning of the year.

Letter - Thanks to the manager for this letter.

Investing in this project I believe would be beneficial to the town. Broadband is an essential service, we do have to weigh these odds in our current financial situation. Though the amount of reward that is possible by this venture can far outweigh the small investment.

Marathon: Thank you to all of the volunteers, organizers, and runners. What an incredible weekend it was with both the Marathon and Children's party.

I was at the Chamber Board meeting last night. A couple of points from that meeting. The new director is looking into other revenue sources other than just member fees to help support their finances throughout the year. They are shaping up better in that category. The snowmobile maps are set to be distributed in the beginning of January.

I was also at a portion of the Katahdin Collaborative meeting last night. There was at least 30 individuals there from across the region. The Sewall foundation presented information from the Environmental Funders Network that they are looking to invest in regional projects. Bike Maine presented about the event as well for September 2020.

Here are the reports and communications:

The Economic Development Committee met on Tuesday and covered several updates for Bike Maine, our CIRD grant project, The Comp Plan, and our current endeavor, Community Development Block Grant letter of interest. The letter of interest is due in January and if selected, the application in March. The committee feels as we are in a much better place to apply given our updated Low to Moderate Income threshold. It has unfortunately gone up, above 51%, but that allows us to have a more streamlined application. The maximum award for the Downtown Revitalization program is 300,000. \$75,000 cash match is required any can be derived from any source or sources. Sidewalks were a top priority

discussed in the meeting. I will have further updates as this progresses. Minutes will be up on the website by the end of the week.

Thank you for another detailed report.

Best,

—
Cody Ray McEwen
Town Councilor of Millinocket
BS Parks, Recreation & Tourism
Psychology Minor
(207) 731-8023

TOWN OF MILLINOCKET

John Davis, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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

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

Town Manager's Report December 26, 2019

- 1. Next Meetings held in Council Chambers at 4:30 p.m.**
 - A. January 9, 2020**
 - B. January 23, 2020**
- 2. Plow Trucks –** I spoke with the Public Works Director about the undercoating of the plow trucks. The most recent purchase has a stainless steel body which is designed to prevent rusting. Public Works undercoats the remaining fleet in the fall of the year. During the summer months, the frames are sandblasted and painted. Before winter arrives, the vehicles are undercoated once again.
- 3. Snow Plowing –** I am not sure where we left off with this at the last meeting. I think more discussion is necessary from the Council to determine the direction to take when snow is plowed on the sidewalk and across the road.
- 4. Broadband –** This has been an ongoing discussion. If anyone has an update, please share it with us.
- 5. Agera Energy –** Does the Council want to entertain discussions with Agera Energy about entering into another energy contract?
- 6. Underground Oil Tank –** The tank at Public Works did not pass the last inspection. The Director had Dave Beaumont install a 500 gallon above ground tank behind the garage under an existing awning.

Department Updates

Public Works

- No safety issues.
- Finished installing wreaths.
- Opened storm water drains.

Transfer Site

- Trailers on bypass for a few weeks. Currently hauling to Fiberight.

Airport

- Will continue work on Airport Master Plan and Airport Layout Plan. Presently working on the land boundary.
- Finalizing the SRE closeout.

Cemetery

- Closed for the season.

Wastewater Treatment

- Testing, maintenance, and snow removal.
- Jimmy and Everett attended training in Bangor for two days to meet the mandatory 18 credit hours every two years to maintain their operator licenses.

Police Department

- Responded to 488 incidents from November 1, 2019, to November 30, 2019. Had 360 calls for this same time period last year.
- The department received a letter of recognition from the Baxter State Park Authority for the support they provided for them over the last year.
- The Chief has Officer Hrynuk managing the department's lost & found evidence area to prepare for the Maine Corrections inspection in January to ensure the department is following current regulations. There is a large

collection of items that are not categorized with owners' information. Anything in the category of lost & found for more than 30 days is normally destroyed or sold. Lost & found items include chain saws, tools, bikes, copper, construction equipment, and guns. The Chief would like to sell these things and generate additional revenue for the department. If approved, I will prepare an order for the next meeting.

- Once again Chief Worster wants to remind people to be aware that the number of packages being stolen off front steps is increasing.
- Will be replacing the desk in the booking room with a much heavier one due to damage occurring to the current one by aggressive arrestees.
- The members of the Police Department want to wish everyone a safe and happy holiday season.

Fire & Ambulance

- Two FF/Paramedics out on injury. Chief covering day shift to fill these positions as well as vacation time.
- Attended meetings and events.
- Conducted FF and EMS training.
- New generator installed and working well.
- Four chimney and & fire safety inspections for insurance purposes.
- Continued work with Red Cross on smoke alarm placements.

Health Officer

- Viewed webinar with DHHS on flu cases.
- Resolved a case involving uncovered trash cans.

Recreation

- Senior Citizen Christmas Dinner went well.
- Attended a commission meeting.
- Santa calling.
- Made turkey pot pie for the Town Office and Public Works.
- Merry Christmas.

Administration

Treasurer

- Current FY20 tax collections excluding abatements at \$2,412,072 (46% of the budget).
- FY18 real estate tax lien balance is \$89,948, which will foreclose on 2/1/20. FY19 real estate tax lien balance is \$174,847. Liens mature on 12/28/20.
- Municipal revenues excluding taxes are \$2,117,319 (47% of the budget).
- Municipal expenses are \$3,347,122 (47% of the budget).

Tax Collector

- Business as usual.
- Working on January 2020 wastewater billing.

Tax Assessor

- Answered questions for taxpayers, appraiser, insurance and bank institutions.
- Assisted Police Chief with TRIO Software installation.
- Receive personal property declaration from business owner.
- Assisted Penobscot County Regional Communications Center with address discrepancy.
- Corrected ownership from a 2017 deed that was not transferred.
- Reviewed some miscellaneous orphaned properties with GNP representative regarding location and value.

Code Enforcement Officer

- Reviewed marijuana laws.
- Issued permits and acted on complaints.
- Inspected properties and organized files.
- Began process for 2020 permit filing.

Town Clerk

- Worked on end-of-year service expirations and vital records requests.
- Snowmobile, game licenses, MV registrations, dog registrations, and Transfer Site stickers available at Town Office.

- Worked on minutes for December 12, 2019, regular Council meeting.
- All Personnel Appeal Board seats have expired as of November 31, 2019. Applications are available at the Clerk's office.
- Submitted bills to all state agencies for November end-of-month reports.
- Daily/weekly updates in CVR system additions, removals, and change requests.
- Dogs licenses expire on December 31, 2019. The state mandatory late fee of \$25 will be effective February 1, 2020.

Human Resource/Welfare Director

- Worked on payroll and accounts payable warrants.
- Front office duties.
- Year-end paperwork.
- Personnel issues.
- General Assistance.

Town Manager

- Attended bi-weekly meeting with Our Katahdin.
- Attempting to put investors in contact with potential businesses.
- Signed W-9 form for the CIRD grant.
- Conversations with CEO about snowplowing ordinance, marijuana and tree growth statutes.
- Dealt with public on a variety of issues.

John Davis

From: Dana Caruso <dcaruso@powermgt.com>
Sent: Thursday, December 19, 2019 12:30 PM
To: John Davis
Subject: Town of Millinocket electric accounts

Good morning John,

I'm reaching out because I was the New England Regional Director for Agera Energy when we handled the electric supply for the Town of Millinocket a few years ago. You may or may not be aware that Agera Energy had filed for chapter 11 bankruptcy protection a few months ago. I know some time has passed so I just thought I would contact you to see if you were currently being supplied by a third party or if your accounts went back to Emera. Current rates for supply are actually the lowest they have been in quite some time. I would be happy to take a look at your accounts and to see what rates would apply for you and to see if there may be a better solution. Please feel free to reply to my email if you would like for me to call and discuss. FYI, in addition to electric, Power Management also handles gas accounts as well as energy efficiency projects, including LED retrofitting. I'd be happy to discuss your business to find additional cost savings.

On a side note, I remember speaking to someone named Harold Davis. Are you one and the same?

Thank you and happy holidays!!

Dana

Dana Caruso
Executive Sales Manager



97 Libbey Industrial Parkway - Suite 303 | Weymouth, MA 02189

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TOWN OF MILLINOCKET PUBLIC WORKS DEPARTMENT
20 CEDAR STREET
MILLINOCKET, MAINE 04462
(207) 723-7030

MEMORANDUM

December 16, 2019

To: John Davis, Town Manager
From: Ralph Soucier, Public Works Director
CC: Mary Alice Cullen, Finance Director
Re: 10,000 Gallon Underground Tank at Public Works for heating Oil

The last test from our Underground tank installer David Beaumont did not pass Cathodic Protection. The DEP wants us to install new anodes on the tank or take the tank out of service and remove it. The tank is 32 years old single wall tank. The cost would be over \$3,000 for new anodes and there would be no guarantee they would work on the old tank.

I am having Dave install a 500 gallon above ground tank for the heating oil which will be located behind the garage under an existing awning we already have for cover. The underground tank will be out of service and we can remove it in the spring. This will eliminate any under ground tanks at the garage and will save us from annual inspections and DEP permits in the future.

We do have capital money left over to cover the cost. It should be less than the \$3000 to install anodes on the existing tank.

I'll keep you posted.

Ralph



TOWN OF MILLINOCKET
PUBLIC WORKS DEPARTMENT

20 Cedar Street
Millinocket, Maine

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

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

December 23, 2019

To: Harold Davis, Town Manager

From: Ralph Soucier, Public Works Director

Subject: Public Works Activity Report

Safety: No Issues

Public Works:

Finished installing wreaths on the Downtown poles made from The Wreath Factory. Public Works crew did a great job opening the storm water drains before the rains.

Transfer Station:

Trailers have been on by-pass to the landfill for a few weeks to catch up on the trash tipping floor at Hampden. As of today we are hauling back normal mode.

Airport:

We will be working on an updated Airport Master Plan and Airport Layout Plan. Currently working on the land boundary. Working on the project closeout for the SRE Building Project.

Cemetery: Closed.

Respectfully Submitted,
Ralph T. Soucier
Director Millinocket Public Works

MEMO

Millinocket Wastewater Treatment Facility

December 20, 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, snow removal is high on our list as well. Everett and myself, attended two days of training in Bangor on the 11th and the 12th. We are required to have 18 credit hours each every two years to keep our operator licenses.

Memo

To: Town Manager
From: Chief of Police
CC: Town Council
Date: December 22, 2019
Re: Activity report

- *We generated or responded to 488 incidents since November 1, 2019 to November 30, 2019. **It should be noted**, that for the same time frame in 2018, there were 360 calls for service.*
- *Major incidents for the time period were 32 citizen/agency assists, 16 medical calls, 29 information complaints, 1 OUI, 11 welfare checks, 7 PD accidents, 6 disorderly conducts, 3 wanted outs, 8 suspicious and noise problems, 11 - 911 hang ups and 6 family fight calls.*
- **Chiefs report**
- The Department received a letter of recognition and certificate from the Baxter State Park Authority in regards to the support we have provided to the Park over the last year. The police department supports their law enforcement contingent and has responded to any major incident as staffing allows.
- Ofc. Hrynuk has been busy managing our lost and found / evidence area of the "old" cells in anticipation of the Maine

Corrections inspection in January to ensure we are in compliance with current regulations. We have determined that there is a large "collection" of items that are not categorized or marked with owners information. What is common practice of disposal rules is anything over 30 days in the category of lost and found is destroyed or sold. Evidence has different rules and we take direction on those items from the District Attorney's office. The items (chain saws/tools/bikes/copper/construction equipment) in lost and found that have no owner could be sold by the police department to generate additional revenue.

- REPEAT - Increasing number of stolen packages off front steps, please be more aware as to when you are getting deliveries around the holidays.
- Due to an aggressive couple of arrests recently, that resulted in damage being done to the desk in booking becoming damaged, it will be changed over to a much heavier desk.
- REPEAT - Ongoing training/monitoring several officers for the physical agility portion of the academy and ensuring that they are staying in shape.
- The members of the Police Department would like to wish everyone Merry Christmas and Happy New Year.



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

Manager Davis,

Did webinar with DHHS on flu cases and issues across the State these are now done bi-weekly bases during flu season.

Complaint of rubbish in uncovered trash cans, followed up with individual and they took care of issue covers had blown away.

12/20/2019

Chief Malcolm
Health Officer
Town of Millinocket



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

Manager Davis,

Still have two FF/Paramedic's out on injury.

Chief covering day shifts for vacations and injured personnel.

Attended various committee meetings and event functions.

Held FF and EMS training.

New generator is installed and is working well, still waiting for Portland Glass to finish up with new window assembly.

Did four chimney/fire safety inspections for area residents as per their insurance companies.

Continued work with Red Cross on smoke alarm placements.

Attended mandatory Emergency Management update training.

Attended Regional EMS meeting at EMCC.

12/20/2019
Chief Malcolm

John Davis

From: Jody Nelson <jodynelson@gwi.net>
Sent: Thursday, December 19, 2019 8:35 AM
To: John Davis
Subject: Re: Reports

Senior Citizen Christmas Dinner, Commission meeting , Santa Calling, made turkey pot pies for the town offices and public works for all three towns.
Have a Merry Christmas!!

From: John Davis
Sent: Thursday, December 19, 2019 7:09 AM
To: Craig Worster ; Diana Lakeman ; Jesse Dumais ; Jody Nelson ; Lori Santerre ; Lorna Thompson ; Mary Alice Cullen ; Ralph Soucier ; Richard Angotti ; Tom Malcolm
Subject: Reports

Try to have your activity report to me before the end of the day.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000



Virus-free. www.avg.com

John Davis

From: Mary Alice Cullen
Sent: Tuesday, December 17, 2019 11:09 AM
To: John Davis
Subject: activity report

Currently, FY20 tax collections excluding abatements are \$2,412,072 or 46% of budget.

FY18 Real Estate Tax Lien balance is \$89,948, which will foreclose 2/1/20. FY19 Real Estate Tax Lien balance is \$174,847 (lien matures 12/28/20) .

Municipal Revenues excluding taxes are \$2,117,319 which is 47% of budget.

Municipal Expenses are \$3,347,122 which is 47% of budget.

Maine PERS

The FY21 Maine PERS Rates have been set as follows:

Employer Contribution:

Plan AC (Admin): 10.1% (.1% increase from FY20)

Plan 3C (Police) : 12.9% (.1% increase from FY20)

Plan 4C (Fire & Amb): 9.3% (.4% increase from FY20)

Based on FY20 budged wages, these rates will increase the FY21 budget by \$2,915.

John Davis

From: Jesse Dumais
Sent: Monday, December 23, 2019 8:28 AM
To: John Davis
Subject: RE: Report

- Business as usual
- Working on Jan. 2020 w/w billing

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

•

From: John Davis <manager@millinocket.org>
Sent: Monday, December 23, 2019 5:50 AM
To: Ralph Soucier <publicworks@millinocket.org>; Jesse Dumais <taxcollector@millinocket.org>
Subject: Report

Try to get your activity report to me when you have a chance.

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Lorna Thompson
Sent: Thursday, December 19, 2019 4:44 PM
To: John Davis
Subject: RE: Reports

Hi John,

Answered taxpayer, appraiser, insurance and bank institution questions

Assisted Chiefs with program installation

Received personal property declaration from Mr. Stackpole

Assisted Penobscot County Regional Communications Center with address discrepancy.

Corrected ownership from a 2017 deed that was not transferred

Reviewed some of the miscellaneous orphaned properties with GNP representative regarding location and value

Lorna

From: John Davis <manager@millinocket.org>
Sent: Thursday, December 19, 2019 7:09 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <taxcollector@millinocket.org>; Jody Nelson <jodynelson@zwi.net>; 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: Reports

Try to have your activity report to me before the end of the day.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Richard Angotti
Sent: Thursday, December 19, 2019 7:33 AM
To: John Davis
Subject: RE: Reports

Reviewed Marijuana laws
Issue permits
Listen to complaints and act on them
Inspect properties as needed
Organize code office files
Start setting up for 2020 permit filing

Richard Angotti
Code Enforcement
Town of Millinocket
Phone: 207-723-7005
e-mail: code@millinocket.org

From: John Davis <manager@millinocket.org>
Sent: Thursday, December 19, 2019 7:09 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <taxcollector@millinocket.org>; Jody Nelson <jodynelson@gwi.net>; 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: Reports

Try to have your activity report to me before the end of the day.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Diana Lakeman
Sent: Thursday, December 19, 2019 9:45 AM
To: John Davis
Subject: RE: Reports

Town Clerk:

- ☞ High volume of Office customer transactions with most end of year services expiring: Vital record requests, Snowmobile, Game Licenses, MV registrations, Dog registrations, Transfer Site stickers & etc.
 - ☞ Working on minutes for December 12ths regular Council meeting.
 - Reminder: All Personnel Appeal Board Seats have expired as of Nov. 31st. Applications are available in the Clerk's office.
 - ☞ Submitted bills to all State Agencies for November end of month reports.
 - Daily/weekly updates in CVR (Central Voter Registration) System with additions, removals and change requests.
- Reminder: Dog Licenses expire December 31st and will have an automatic mandatory \$25.00 late fee February 1st, 2020.**

Tax Collector: out of office taking a few Vacation days.

Town Clerk: out of office taking one vacation day.

Diana M. Lakeman

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

From: John Davis <manager@millinocket.org>
Sent: Thursday, December 19, 2019 7:09 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jesse Dumais <taxcollector@millinocket.org>; Jody Nelson <jodynelson@gwi.net>; 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: Reports

Try to have your activity report to me before the end of the day.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Lori Santerre
Sent: Thursday, December 19, 2019 8:03 AM
To: John Davis
Subject: Report

Payroll
AP Warrants
Front Office
Year end
Personnel Issues
General Assistance

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

ORDER #318-2019

PROVIDING FOR: Execution of the Warrant for December 19, 2019

IT IS ORDERED that the Warrant for December 19, 2019 in the amount of \$_____ is hereby approved.

Passed by the Town Council_____

Attest:_____

ORDER #319-2019

PROVIDING FOR: Execution of the Warrant for December 26, 2019

IT IS ORDERED that the Warrant for December 26, 2019 in the amount of \$ _____ is hereby approved.

Passed by the Town Council _____

Attest: _____

PROVIDING FOR: Approval of an Application for an Entertainment License for Highlands Tavern.

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

Christopher Carr, Katahdin Services, LLC, 115 Massachusetts Avenue
d/b/a
Highlands Tavern, 973 Central Street

Passed by the Town Council _____

Attest: _____

TOWN OF MILLINOCKET

APPLICATION FOR A SPECIAL AMUSEMENT LICENSE

NAME OF APPLICANT Christopher Carr RESIDENCE 115 Mass. Ave
Ratahdin Services LLC Millinocket
NAME OF BUSINESS DBA Highlands Tavern ADDRESS 973 Central St.
Millinocket

NATURE OF BUSINESS Spirits & Entertainment LOCATION TO BE USED 973 Central St.
Millinocket

RESIDENCES OF APPLICANT IN LAST FIVE YEARS:

115 Mass Ave Millinocket ME

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

YES _____ NO ☒

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

COPY OF CURRENT LIQUOR LICENSE (IF APPLICABLE). 

OTHER INFORMATION MAY BE REQUESTED BY THE MUNICIPAL OFFICERS.



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



License for the Sale of Liquor

License Number	Issue Date	Expiration Date
HOF-2016-16-1213	12/28/2018	12/27/2019

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

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

Legal Name of Licensee: KATAHDIN SERVICES LLC
Business Name of Licensee: HIGHLANDS TAVERN
Address of Licensee: 973 CENTRAL STREET
MILLINOCKET, ME

CODE	License Type and Description	FEE
HOF	CLASS I-A - HOTEL FOOD OPTIONAL - MALT LIQUOR, WINE AND SPIRITS	1,100.00
FF	FILING FEE	10.00

Total Fees:

\$ 1,110.00

Timothy R. Poulin

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

HIGHLANDS TAVERN
973 CENTRAL STREET
MILLINOCKET, ME 04462

BUSINESS Katabdin Services LLC
O/B/A - Highland Tavern

ORDER # _____

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS

☐ TAXES ARE CURRENT (RE/PP) Yes _____ No ✓

☐ WASTEWATER IS CURRENT Yes _____ No ✓

☐ POLICE INCIDENTS IN THE PAST YEAR Yes _____ No ✓

(IF APPLICABLE PLEASE LIST)

RE Account 2050 Detail as of 12/19/2019

Name: KATAHDIN SERVICES, LLC

Location: 973 CENTRAL STREET

Acreage: 0 Map/Lot: U11-003

Book Page: B4182P97, B10540P305, B14374P150

Land: 72,000

Building: 372,600

Exempt 0

Total: 444,600

2020-1 Period Due:

1) 7,461.43

2) 7,335.90

Ref1: L3-B201

Mailing 115 MASSACHUSETTS AVENUE

Address: MILLINOCKET ME 04462-2115

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2020-1 R	09/04/19	Original			14,671.80	0.00	0.00	14,671.80
		CURINT			0.00	-125.53	0.00	-125.53
		Total			14,671.80	125.53	0.00	14,797.33
2019-1 L *					0.00	0.00	0.00	0.00
2018-1 L *					0.00	0.00	0.00	0.00
2017-1 R					0.00	0.00	0.00	0.00
2016-1 R					0.00	0.00	0.00	0.00
2015-1 R					0.00	0.00	0.00	0.00
2014-1 R					0.00	0.00	0.00	0.00
2013-1 R					0.00	0.00	0.00	0.00
2012-1 R					0.00	0.00	0.00	0.00
2011-1 L *					0.00	0.00	0.00	0.00
2010-1 R					0.00	0.00	0.00	0.00
2009-1 R					0.00	0.00	0.00	0.00
2008-1 L *					0.00	0.00	0.00	0.00
Account Totals as of 12/19/2019					14,671.80	125.53	0.00	14,797.33

Per Diem

2020-1	1.6302
Total	1.6302

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

PP Account 207 Detail
as of 12/19/2019

Name: KATAHDIN SERVICES, LLC.

Location:

Assessment: 21,900

2020-1 Period Due:

1) 367.53

2) 361.35

Mailing Address: PAMOLA MOTOR LODGE
115 MASSACHUSETTS AVE.
MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2020-1 R	09/04/19	Original			722.70	0.00	0.00	722.70
		CURINT			0.00	-6.18	0.00	-6.18
		Total			722.70	6.18	0.00	728.88
2019-1 R					0.00	0.00	0.00	0.00
2018-1 R					0.00	0.00	0.00	0.00
2017-1 R					0.00	0.00	0.00	0.00
2016-1 R					0.00	0.00	0.00	0.00
2015-1 R					0.00	0.00	0.00	0.00
2014-1 R					0.00	0.00	0.00	0.00
2013-1 R					0.00	0.00	0.00	0.00
2012-1 R					0.00	0.00	0.00	0.00
2011-1 R					0.00	0.00	0.00	0.00
2010-1 R					0.00	0.00	0.00	0.00
2009-1 R					0.00	0.00	0.00	0.00
2008-1 R					0.00	0.00	0.00	0.00
2002-1 R					0.00	0.00	0.00	0.00
2001-1 R					0.00	0.00	0.00	0.00
Account Totals as of 12/19/2019					722.70	6.18	0.00	728.88

Per Diem

2020-1	0.0803
Total	0.0803

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

Name: KATAHDIN SERVICES, LLC

973 CENTRAL STREET
MILLINOCKET, ME 04462

Location: 973 CENTRAL STREET
RE Acct: 0 Map/Lot: U11-003

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
234	10/30/19			1,187.21	0.00	5.46	0.00	1,192.67
228	07/31/19			0.00	0.00	0.00	0.00	0.00
220	04/24/19			0.00	0.00	0.00	0.00	0.00
216	01/30/19**			0.00	0.00	0.00	0.00	0.00
211	10/26/18**			0.00	0.00	0.00	0.00	0.00
208	10/24/18**			0.00	0.00	0.00	0.00	0.00
201	08/08/18**			0.00	0.00	0.00	0.00	0.00
197	04/20/18**			0.00	0.00	0.00	0.00	0.00
191	01/30/18**			0.00	0.00	0.00	0.00	0.00
185	10/27/17**			0.00	0.00	0.00	0.00	0.00
182	07/28/17			0.00	0.00	0.00	0.00	0.00
176	04/14/17			0.00	0.00	0.00	0.00	0.00
171	01/27/17			0.00	0.00	0.00	0.00	0.00
166	10/20/16			0.00	0.00	0.00	0.00	0.00
162	08/05/16			0.00	0.00	0.00	0.00	0.00
158	04/15/16			0.00	0.00	0.00	0.00	0.00
151	01/27/16			0.00	0.00	0.00	0.00	0.00
148	10/30/15			0.00	0.00	0.00	0.00	0.00
141	07/27/15			0.00	0.00	0.00	0.00	0.00
138	04/28/15			0.00	0.00	0.00	0.00	0.00
135	01/16/15			0.00	0.00	0.00	0.00	0.00
134	10/27/14			0.00	0.00	0.00	0.00	0.00
127	07/29/14			0.00	0.00	0.00	0.00	0.00
123	04/23/14			0.00	0.00	0.00	0.00	0.00
119	01/31/14			0.00	0.00	0.00	0.00	0.00
110	10/25/13			0.00	0.00	0.00	0.00	0.00
109	07/26/13			0.00	0.00	0.00	0.00	0.00
103	04/29/13			0.00	0.00	0.00	0.00	0.00
102	01/18/13			0.00	0.00	0.00	0.00	0.00
97	10/23/12			0.00	0.00	0.00	0.00	0.00
94	07/26/12			0.00	0.00	0.00	0.00	0.00
91	04/30/12			0.00	0.00	0.00	0.00	0.00
86	01/31/12			0.00	0.00	0.00	0.00	0.00
83	10/21/11			0.00	0.00	0.00	0.00	0.00
80	07/25/11			0.00	0.00	0.00	0.00	0.00
77	04/25/11			0.00	0.00	0.00	0.00	0.00
74	01/20/11			0.00	0.00	0.00	0.00	0.00
68	10/18/10			0.00	0.00	0.00	0.00	0.00
64	07/16/10			0.00	0.00	0.00	0.00	0.00
62	05/27/10			0.00	0.00	0.00	0.00	0.00
61	05/27/10			0.00	0.00	0.00	0.00	0.00
59	04/16/10			0.00	0.00	0.00	0.00	0.00
56	01/15/10			0.00	0.00	0.00	0.00	0.00
51	10/21/09			0.00	0.00	0.00	0.00	0.00
47	07/15/09			0.00	0.00	0.00	0.00	0.00
43	04/17/09			0.00	0.00	0.00	0.00	0.00
40	01/20/09			0.00	0.00	0.00	0.00	0.00

UT Account 175728 Detail
as of 12/19/2019 - Sewer

Name: KATAHDIN SERVICES, LLC

973 CENTRAL STREET
MILLINOCKET, ME 04462

Location: 973 CENTRAL STREET
RE Acct: 0 Map/Lot: U11-003

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
37	10/24/08			0.00	0.00	0.00	0.00	0.00
1	07/15/08			0.00	0.00	0.00	0.00	0.00
2	04/16/08			0.00	0.00	0.00	0.00	0.00
3	01/15/08			0.00	0.00	0.00	0.00	0.00
12/19/2019				1,187.21	0.00	5.46	0.00	1,192.67

Per Diem

234	0.2602
-----	--------

Total	0.2602
--------------	---------------

Diana Lakeman

From: Craig Worster
Sent: Friday, December 20, 2019 3:14 PM
To: Diana Lakeman
Subject: RE: request of incident

They are good to go.

Craig Worster

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

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

From: Diana Lakeman <townclerk@millinocket.org>
Sent: Thursday, December 19, 2019 1:14 PM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: request of incident

Good afternoon,
Requesting incident report, if applicable, for an Entertainment License application to be brought for council action on 12/26/19 for:

- Christopher Carr, Katahdin Services LLC, d/b/a Highlands Tavern, 973 Central Street

Thank you.

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

ORDER #321-2019

PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for Highlands Tavern.

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

Katahdin Services, LLC, 973 Central Street
d/b/a
Highlands Tavern, 973 Central Street

Passed by the Town Council _____

Attest: _____



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Section I: Type of License, Status and Applicant Information

1. New license or renewal of existing license? ☐ New ☒ Renewal

If a renewal, please provide the following information:

Your current license expiration date: 12/27/2019

The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: 0 Beer, Wine or Spirits: \$130,752.54 Guest Rooms: \$158,531.02

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☒ Spirits

3. Indicate the type of license applying for: (choose only one)

- | | | |
|---|--|---|
| <input type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input checked="" type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course with auxiliary and mobile cart options
(Class I, II, III, IV) | | <input type="checkbox"/> Tavern
(Class IV) |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

☐ Other: _____

Refer to Section VI For Fee Schedule

4. If application is for a new license or the business is under new ownership, indicate starting date:

Section II: Licensee/Applicant(s) Information

Legal Business Entity Applicant Name (corporation, LLC): <i>Katahdin Services LLC</i>	Business Name (D/B/A): <i>Highlands Tavern</i>
Individual or Sole Proprietor Applicant Name(s):	Physical Location: <i>973 Central St. Millischolet ME</i>
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: <i>04462</i>
Mailing address, if different from DBA address:	Email Address: <i>Chris.pamola@gmail.com</i>
Telephone # Fax #: <i>207 723 9747</i> <i>207 723 9746</i>	Business Telephone # Fax #:
Federal Tax Identification Number: <i>81 4579834</i>	Maine Seller Certificate # or Sales Tax #: <i>1182500</i>
Federal Basic Permit Number:	Website address: <i>www.pamola.lodge.com</i>

1. Business records are located at the following address:

973 Central St. Millischolet ME 04462

2. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If Yes, complete Attachment 1 at the end of this application

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

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

4. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
<i>Christopher Carr</i>	<i>10/11/71</i>	<i>Millischolet</i>

Residence address on all of the above for previous 5 years

Name

Christopher Carr

Address:

115 Mass. Ave. Millis, MA 04462

Name

Address:

Name

Address:

Name

Address:

5. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No
6. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No
7. For a licensee/applicant who is a business entity as noted in Section II, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?
- ☐ Yes ☒ No ☐ Not applicable – licensee/applicant(s) is a sole proprietor
8. Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine? ☐ Yes ☒ No
9. Will any law enforcement officer directly benefit financially from this license, if issued?
- ☐ Yes ☒ No
- If Yes, provide name of law enforcement officer and department where employed:

10. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

11. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

12. Has the licensee/applicant(s) formerly held a Maine liquor license? ☒ Yes ☐ No

13. Does the licensee/applicant(s) own the premises? ☒ Yes ☐ No

If No, please provide the name and address of the owner:

14. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: 24

15. Do you permit dancing or entertainment on the licensed premises? ☒ Yes ☐ No

If yes, please check that you have received authorization from the municipality in which you are doing business to conduct this type activity.

- ☒ The licensee/applicant affirms that permission has been granted by the municipality for dancing or other allowed entertainment at this place of business.

16. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section III. (Use additional pages as needed)

Alcoholic Beverages will be Consumed in area designated as lounge areas well as the outside deck at west end of lounge.

17. What is the distance from the premises to the nearest school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Faith Baptist Church, Stearns High School

Distance: 0.25 mile 1.5 miles

Section III: Signature; Fee; Delivery of application

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 12-5-19

Christopher R. Carr
Signature of Duly Authorized Person*

Signature of Duly Authorized Person*

Christopher R. Carr
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

*The person signing this application must appear in Section VIII on this application.

Section IV: For use by Municipal Officers and County Commissioners only
Approval of an application for an on-premises liquor license –

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application on this date: 12/26/2019

Check only one: ☐ City ☒ Town ☐ Unorganized Territory

Name of City/Town/Unorganized Territory: Winthrop

Who is approving this application? ☒ Municipal Officers
☐ County Commissioners of Penobscot County

Signature of Officials	Printed Name and Title

This Approval Expires in 60 Days

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.htm>

§653. Hearings; bureau review; appeal

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

A. The bureau shall prepare and supply application forms.

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

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

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

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

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

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

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

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

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

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

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

Section V: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealer permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section VI: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00
Self-Sponsored Events	This class is for Qualified Caterers Only	\$ 700.00

Section VII Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

Attached

Section VIII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section II of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

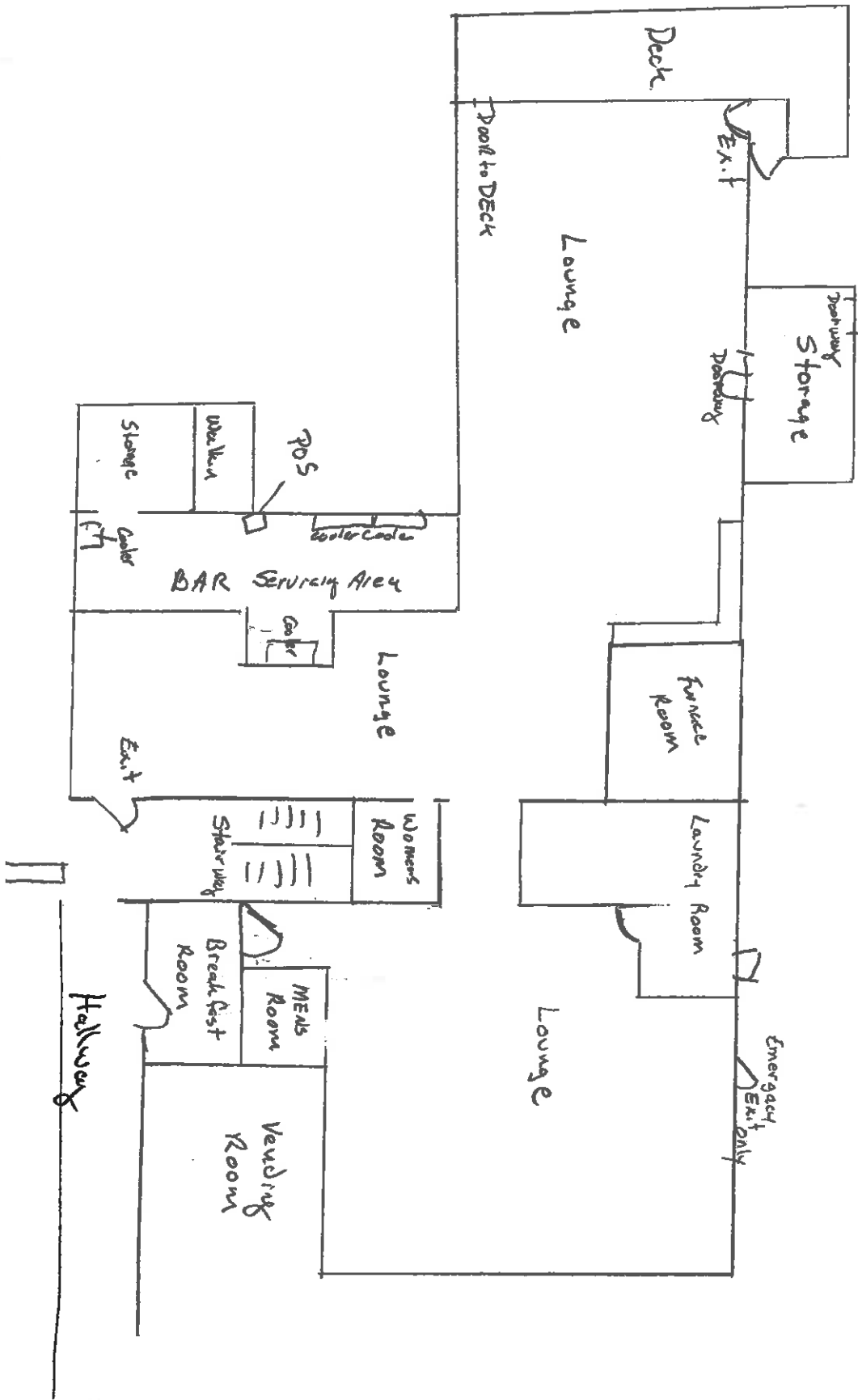
All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Katahdin Services LLC
2. Doing Business As, if any: Highlands Tavern
3. Date of filing with Secretary of State: 12/07/16 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Christopher Carr	115 Mass. Ave Millbrook	10/11/71	President	100%

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



ORDER #322-2019

PROVIDING FOR: Approval of Application to the Personnel Committee.

IT IS ORDERED that Anthony Filauo is appointed to serve on the Personnel Committee for a three (3) year term to expire November 30, 2022.

Passed by the Town Council _____

Attest: _____

Town of Millinocket
Application for Boards & Committees

**IMPORTANT COMMITTEE TO ADVISE THE MUNICIPALITY ON MATTERS
PERTAINING TO SPECIFIC MUNICIPAL DEPARTMENTS**

Committee/Board: Personne / Committee
In order to assess the interest related to this committee, please complete this brief application.

Date: 12/19/19

Name: Anthony Filardo Address: 212 Cottage Rd

Telephone Numbers: Day Time: 723 9401 Evenings: _____

Why are you seeking to become a committee representative? Currently
serving on this committee

What talents/skills do you feel you would bring to this position? Supervised
personnel during working career

What do you feel is the responsibility of this board/committee? Pass judgement on personnel matters

What municipal boards, volunteer organizations or community service groups have you worked with the past and for what length of time? Planning Bd (30+ yrs.)

What have you to offer to this committee which our Town can use in this important undertaking? Experience

When are you available to meet, please specify?

Weekday Not available on A.M. _____ P.M. _____

Monday mornings

If you need more space, please feel free to use the back or attach additional page(s).

ORDER #323-2019

PROVIDING FOR: Approval of Application to the Recreation Advisory Committee.

IT IS ORDERED that Robin Stevens is appointed to serve on the Recreation Advisory Committee for a three (3) year term to expire October 31, 2022.

Passed by the Town Council_____

Attest:_____

Town of Millinocket
Application for Boards & Committees

**IMPORTANT COMMITTEE TO ADVISE THE MUNICIPALITY ON MATTERS
PERTAINING TO SPECIFIC MUNICIPAL DEPARTMENTS**

Committee/Board: Millinocket Recreation Commission

In order to assess the interest related to this committee, please complete this brief application.

Date: 12/6/19

Name: Robin Stevens

Address: 353 Penobscot Ave.

Telephone Numbers: Day Time: 733-3034 Evenings: 447-0632

Why are you seeking to become a committee representative?

To continue to make Millinocket a great place to work and play and
to assure that folks of all ages have the opportunity to recreate

What talents/skills do you feel you would bring to this position?

I'm very active in my community, have a background in Recreation Management

What do you feel is the responsibility of this board/committee?

To be a voice for our community, to make sure that Millinocket offers
recreation for folks of all ages and make this a great place to work and play

What municipal boards, volunteer organizations or community service groups have you worked with the past and for what length of time?

Recreation Commission, Katahdin Area Support Group,
Katahdin Area Partnership, American Cancer Society, Red Cross, AARP

What have you to offer to this committee which our Town can use in this important undertaking?

A voice for our community. Background in Recreation
A desire for civic duty

When are you available to meet, please specify?

Weekday Anytime A.M. _____ P.M. _____

If you need more space, please feel free to use the back or attach additional page(s).

PROVIDING FOR: Municipal Release Deed (K & M Motors).

IT IS ORDERED that a Municipal Release Deed is approved for K & M Motors, 115 Central Street, for property located at 115 Central Street, Millinocket, Maine, as shown on Map U05 Lot 156, as all outstanding taxes, interest, and fees have been paid.

IT IS FURTHER ORDERED that the Town Manager is authorized to execute and file all the necessary paperwork, including signing a municipal release deed to complete the sale of the property referenced above.

PASSED BY THE COUNCIL: _____

ATTEST: _____

PROVIDING FOR: Municipal Release Deed (Harville).

IT IS ORDERED that a Municipal Release Deed is approved Thomas Harville, 17 Haselton Street, Skowhegan, Maine, 04976, for property located at 9 Eastland Avenue, Millinocket, Maine, as shown on Map U09 Lot 069, as all outstanding taxes, interest, and fees have been paid.

IT IS FURTHER ORDERED that the Town Manager is authorized to execute and file all the necessary paperwork, including signing a municipal release deed to complete the sale of the property referenced above.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #326-2019

PROVIDING FOR: New ACS coupler for the RPM Tech Snow Blower.

IT IS ORDERED that the Millinocket Town Council approves funds for \$4,250 to purchase a new ACS Coupler for the RPM Tech Snow Blower.

NOTE: If approved, the funds will be expended from Account 1300-9504 (Budgeted Capital Improvements), leaving a balance in this account of \$136,210.93.

PASSED BY THE COUNCIL: _____

ATTEST: _____



P.O # 009745

ORDER # JA191211

CUSTOMER: TOWN OF MILLINOCKET

CONTACT: RALPH SOUCIER

ADDRESS: 20 CEDAR STREET

MILLINOCKET, ME 04462

PHONE: (207) 723-7030

FAX: (207) 723-7029

E-MAIL: publicworks@millinocket.org

**6 ENTERPRISE DRIVE
LONDONDERRY, NH 03053
PHONE: 800-458-3867.
FAX: 603-669-0501**

DATE: 12/11/2019

SERIAL #

Thank you for your inquiry. We are pleased to offer the following proposal:

(1) NEW ACS Coupler welded to Steel Plate to be bolted to the back of RPM Tech Snow Blower

Female Coupler Adapter, Materials, Labor and Paint----- \$ 4,250.00

***I HAVE READ AND APPROVED THE ABOVE QUOTATION AND
HEREBY AUTHORIZE YOU TO COMPLETE THE WORK.***

CUSTOMER SIGNATURE: _____ DATE: _____

NOTE: PAYMENT DUE IN FULL UPON DELIVERY. (NO CREDIT CARDS ACCEPTED)

Quotation Valid for 30 days.

Quoted by: Jamie Abood