

TENTATIVE AGENDA
REGULAR COUNCIL MEETING IN COUNCIL CHAMBERS
THURSDAY, MAY 14TH, 2020

4:30 PM

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

1. Roll Call
2. Pledge of Allegiance
3. Adjustments to the Agenda
4. Approval of the Minutes for the May 5, 2020 Executive Sessions.

OLD BUSINESS:

NEW BUSINESS:

5. Special Presentations: N/A
6. ORDER #71-2020 Repeal of Order #42-2020
7. ORDER #72-2020 Authorize to Convey 26 York Street (Madore)
8. Town Manager’s Report
9. ORDER #73-2020 Execution of the Warrant for May 7, 2020
10. ORDER #74-2020 Execution of the Warrant for May 14, 2020
11. ORDER #75-2020 Approval of Victualer’s License Application (Scootic In)
12. ORDER #76-2020 Approval of Victualer’s License Application (Daigle Soft Serve)
13. ORDER #77-2020 Approval of Victualer’s License Application (Subway)
14. ORDER #78-2020 Approval of Victualer’s License Application (Katahdin General Store)
15. ORDER #79-2020 Approval of Victualer’s License Application (Circle K)
16. ORDER #80-2020 Approval of Victualer’s License Application (Pamola Motor Lodge)
17. ORDER #81-2020 Approval of Victualer’s License Application (The Blue Ox Saloon)
18. ORDER #82-2020 Approval Transfer of Funds for Fire Department - Exhaust System
19. ORDER #83-2020 Approval Transfer of Funds for Fire Department - Window Frames
20. ORDER #84-2020 Approval Transfer of Funds – Pool
21. ORDER #85-2020 Acceptance of AARP Grant Funds
22. ORDER #86-2020 Acceptance of CARES Act Grant Funds.

23. Reports and Communications:

- a. Warrant Committee for May 28, 2020 Council Meeting: Councilor Jackson and Councilor Madore.
- b. Chair's Committees Reports
- c. Two Minute Public Comment

24. Adjournment:

****The Town of Millinocket will enforce Social Distancing Mandate Regulations. Public Comments can be emailed to the Town Manager Prior to the Meeting: manager@millinocket.org or call (207) 723-7000 Ext.5 to make special arrangements. The meeting is also streamed live for your convenience @ townhallstreams.com or find the direct link on our website @ millinocket.org. We thank you for complying. Stay Home, Stay Healthy****

May 5, 2020

The Executive Session was brought to order in Council Chambers at 2:00 pm by Chair McEwen

Roll Call:

Town Council Members Present:

Pelletier	Jackson
Stratton	Golieb
Madore	Pray
McEwen	

Also in attendance: Town Manager Harold Davis, Legal Counsel Dean Beaupain (out @ 3:01pm) and Kirk Bloomer, Code Enforcement Richard Angotti (out @2:45pm) and Assessor Lorna Thompson out @ (2:15pm).

ORDER #69-2020 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-Stratton Second- Jackson Vote 7-0

ORDER #70-2020 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)(A) for discussion on Personnel Matters and Title 1 M.R.S.A. § 405(6)(E) Consultations with Legal Counsel.

Motion- Pelletier Second- Madore Vote 7-0

Adjourn @ 3:20pm -Motion-Stratton, Second- Pelletier, Vote 6-1

Diana Lakeman

From: Cody McEwen <cody.mcewen@maine.edu>
Sent: Tuesday, May 12, 2020 11:02 AM
To: Diana Lakeman
Subject: Re: EXECUTIVE SESSION MINUTES

Called to Order at 2:05pm.

Roll Call: All present; also present Town Manager John Davis, Legal Counsel Dean Beaupain and Kirk Bloomer, Rick Angotti, Lorna Thompson. Lorna out at 2:15, Rick out at 2:45 Dean out at 3:01pm.

Order #69-2020 Stratton - Jackson 7-0 2:07pm
Order #70-2020 Pelletier - Madore 7-0 2:45pm
Move to adjourn - Stratton - Pelletier 6-1 3:20pm

Best,

On Tue, May 12, 2020 at 10:54 AM Cody McEwen <cody.mcewen@maine.edu> wrote:
Diana,

Thank you for this reminder! I'm buried in work and this slipped by. I will get this to you shortly.

Best,

On Tue, May 12, 2020 at 10:35 AM Diana Lakeman <townclerk@millinocket.org> wrote:

Good morning,

If you are able to submit your notes for the executive sessions held on May 5th, I can prepare the minutes to submit. I am preparing the packet now, no worries if you can't, I haven't finalized my minutes from prior meeting and will have to submit next meeting.

Hope all is well.

Diana M. Lakeman

Town Clerk/Deputy Tax Collector

Registrar of Voters

197 Penobscot Avenue

Millinocket, Maine 04462

Telephone: 207-723-7007

ORDER #71-2020

PROVIDING FOR: REPEAL OF ORDER 42-2020

WHEREAS, Order 42-2020 was passed by the Council on February 27, 2020, and enacted a moratorium on the issuance of certain development permits within the Town of Millinocket; and

WHEREAS, concerns have been raised concerning the procedure used to enact the moratorium; and

WHEREAS, concerns have been raised concerning the factual basis for the need for a moratorium; and

WHEREAS, concerns have been raised concerning the legality of restricting the types of facilities referred to in Order 42-2020;

NOW THEREFORE, IT IS ORDERED:

1. That Order 42-2020 is repealed upon the effective date of this Order; and
2. The Planning Board is directed to continue to:
 - A. review the issues presented by the facilities identified in Order 42-2020 including the location of such facilities in the community; and
 - B. in light of its review, to determine whether changes are needed to the comprehensive plan and or zoning ordinance to adequately regulate such facilities including the appropriate location of such facilities in Millinocket; and
 - C. report its findings and any suggested changes to the comprehensive plan and/or zoning ordinance in due course.

0012/579 00069110DOCX

ATTESTED: _____

PASSED: _____

ORDER #72-2020

**PROVIDING FOR: AUTHORIZATION FOR THE TOWN MANAGER TO CONVEY
26 YORK STREET – TAX MAP U12 LOT 1**

WHEREAS, the real estate located at 26 York Street and being depicted on the town tax maps as Map U12 lot 1, and formerly owned by Lisa Wiley-Ayotte, was acquired by the Town after numerous sewer liens filed in the Registry of Deeds matured following non-payment of the amount due thereunder; and

WHEREAS, after the liens matured, the Town removed the dilapidated building on the property; and

WHEREAS, after the building was removed the Town agreed to convey the property to Michael Madore and Kelly Madore for \$100.00; and

WHEREAS, the Madores paid the required consideration and have occupied the property since at least 2012; and

WHEREAS, the Town did not convey its interest in the property to the Madores and no record of the transaction can be located in Town records due to the passage of time.

NOW THEREFORE, IT IS ORDERED:

1. The Town Manager is authorized and directed to execute and deliver to Michael Madore and Kelly Madore a release deed to the real estate located at 26 York Street and being depicted on the town tax maps as Map U12 lot 1; and
2. A condition of delivery of the deed is that the Madores pay to the Town the real estate taxes that would have been due on the property if it had been assessed to them for years 2017/2018, 2018/2019, 2019/2020 and 2020/2021.

0012/320 00069121DOCX

ATTESTED: _____

PASSED: _____

John Davis

From: Dean <dean@bloomerrussell.com>
Sent: Saturday, May 09, 2020 9:53 AM
To: Cody McEwen ; Steve Golieb ; Randy Jackson; Michael Madore; Louis Pelletier ; (cppray1@gmail.com); Gilda Stratton
Cc: John Davis; Lorna Thompson; Mary Alice Cullen
Subject: FW: 05 14 2020 Agenda
Attachments: 00069121.docx

Councilors - Councilor Madore recently learned that the tax acquired property (26 York Street - Tax Map U12 Lot 1) adjacent to his house which he purchased some number of years ago has never been conveyed by the to Town to him and his wife.

The transaction apparently occurred some time shortly before Town Manager Conlogue left as manager in September of 2012 and the documentation cannot be located.

We have no documentation at my office of a request to prepare a deed and the Town Clerk has not been able to locate an order authorizing the conveyance. However, Councilor Madore remembers the transaction as does John who was on the Council at the time.

Councilor Madore has taken care of the property since he bought it.

Since the property has been on the assessment records as town owned, no taxes have been paid and the attached order provides for Mike to pay the last three years taxes, assessors can go back three years in cases of mistake, plus the 2020/2021 taxes since the lot was town owned on April 1st. Lorna will need to get us a number for those taxes.

If a payment in lieu of taxes is not appropriate, just read paragraph 1 when the order is read and do not read paragraph 2.

I will have a deed ready for John to sign if the Order is approved on the 14th but we will wait the usual 10 days before delivering the deed which will give Lorna time to let Mike know what needs to be paid in lieu of taxes if that is the direction the Council decides to take.

**Dean A. Beaupain, Esq.
Attorney-at-Law**



John Davis

From: Dean <dean@bloomerrussell.com>
Sent: Monday, May 11, 2020 11:20 AM
To: Cody Mcewen ; Steve Golieb ; Randy Jackson; Mike Madore; Louis Pelletier ;
(cppray1@gmail.com); Gilda Stratton
Cc: John Davis
Subject: RE: 05 14 2020 Agenda

**I spoke with Gene Conlogue a few minutes ago
He remembers trying to work things out with the taxpayer and that those
efforts were not successful.**

**He also recalls the Town removing the building from the lot due to its
condition.**

**He further remembers Mike's interest in the property and telling Mike the
property would have to go out to bid and if there was no interest in the
property, they could talk about Mike buying it for a modest sum.**

**He really does not remember beyond those conversations but believes the
events took place in 2011 or 2012.**

Dean A. Beaupain, Esq.

Attorney-at-Law



96 Central Street
Millinocket, Maine 04462
207.723.9793
207.447.4052 (direct line)
207.723.6447 (fax)

175 Exchange Street
Suite 200
Bangor, Maine 04401
207.942.7110

72 Main Street
Houlton, Maine 04730
207.521.5220

Please Note: Electronic service will not be accepted at the above email address as it is not constantly monitored. To serve Bloomer Russell Beaupain electronically pursuant to M.R.Civ.P. Rule 5, please email any documents to be served to: MeRule5@Bloomerrussell.com.

Please read this carefully. This message (including any attachments) is confidential and may be legally privileged. If you are not the intended recipient, you should not disclose, copy or use any part of it. Please delete all copies immediately and notify Bloomer Russell Beaupain at info@bloomerrussell.com. This e mail is not legal advice. Receipt of or an exchange of e mails does not create an attorney-client relationship nor does it create any obligation whatsoever on our behalf to represent you in a legal matter. In accordance with IRS Circular 230, this communication is not to be considered a "covered opinion" or other written

TOWN OF MILLINOCKET

John Davis, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462

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

Web Site: www.millinocket.org

Town Manager's Report May 14, 2020

- 1. Next Meetings – held in Council Chambers at 4:30 p.m.**
 - A. May 28, 2020**
 - B. June 11, 2020**
- 2. Katahdin Woods & Waters National Monument –** The Katahdin Woods & Waters National Monument and the International Dark-Sky Association announced the designation of the Monument as an International Dark Sky Sanctuary. The designation is only the second of its kind in the National Park Service and the first International Dark Sky Place certified in the State of Maine and New England.
- 3. Graduation –** The superintendent wants to conduct a ceremony at Granite Street school to honor the 2020 graduating class. A podium will be set up where speeches can be recited, and social distancing will be maintained. Graduates can drive by a designated area and receive their diplomas. Pictures of the students will be attached to the light poles on Main Street and a small parade will pass through Main Street to close out the event.
- 4. Wabanaki Health & Wellness –** Tom Martin updated me on the status of the recovery home at the Pelletier Logging building on Main Street. He indicated that the project is moving forward and wants to cultivate a good working relationship with the town.

Department Updates

Public Works

- Following the COVID-19 guidelines by working with one person per vehicle, cleaning vehicle after use, wearing PPE, and maintaining social distancing procedures.

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- Garage still closed to the public.
- Sweeping streets and sidewalks, patching holes, collecting and disposing of loose tar and tree limbs, prepping mowing areas.
- Sent out line painting bid packages.
- Milton Cat doing emergency repairs to the 2005, 924 loader. Found rear end issues and changing pivot center pins.

Transfer Site

- Recycle still closed to the public. Fiberight will credit municipalities by a percentage of the amount of trash being disposed in the regular trash stream.
- Designlab posted an article on the town's website explaining the trash situation.
- Two recycle employees transferred to cemetery for the summer. Only using three employees at the Transfer Site until the recycle building opens up again.

Airport

- FBO building still closed to the public.
- Working with MDOT Aviation Division and FAA to support COVID-19 guidance.
- Jeff working with Army Engineers to see if they will take on a project at the airport for training purposes on airport safety strip areas.

Cemetery

- Gate is open.
- Burials postponed until June because of virus restriction of no more than 10 people in a gathering.
- Mike Hartley resigned effective May 1, 2020, after 22 years of service.

Wastewater Treatment

- Equipment functioning well.
- Working on spring cleanup.
- Summer employee returned May 11th.

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- Continue to work separately during COVID-19 crisis.

Police Department

- Generated 332 incidents from April 1st to April 30th. Responded to 373 incidents for the same time period last year.
- Chief still covering various vacancies and working modified schedule to provide double coverage during peak hours.
- Performing bail checks and monitoring people out on conditions set by the court which has resulted in several arrests. Working with bail commissioner to release people we can on an unsecured basis until crisis is over. Chief Worster can explain the benefits of this and of a case involving a 17-year-old charged with altering a firearm.
- Cases under investigation: elderly man taken advantage of monetarily and a case that involves the theft of stimulus money awarded to a deceased person.

Fire & Ambulance

- Eight local BLS and 17 local ALS calls. Two out-of-town BLS and 3 out-of-town ALS calls.
- No Trans/PA – 10.
- Four public assists.
- One BLS and two ALS lost calls.
- One lost call that required a nurse.
- Three electrical fires due to downed wire out-of-town. Ten electrical fires caused by lines down in town (all caused by a windstorm in the same night).
- One CO alarm, one chimney, and one mutual aid in East Millinocket.
- Still one FF/Medic out.
- Constant communications with CDC in reference to COVID-19.
- Continue daily remote meetings with Manager and Dept. Heads.
- Monitoring crew for physical and mental condition.
- Fire station locked down to public. Bell on side door if someone needs assistance.
- Looking for creative ways to provide training without gathering.
- Reviewed budget with Treasurer and Manager.

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- Ambulance (2019 Ford) out of service for a few days with electrical issues, and the 2015 Chevy ambulance is being painted by Autotronics (still under warrantee).
- Would like to use funds in FY20 capital projects to replace exhaust system.

Health Officer

- Participating in numerous teleconferences and webinars concerning the virus.
- Assisted citizen that is in the process of renovating a house with lead paint issues. Trying to help him find information on testing for Radon as well.

Recreation

- Waiting for guidelines playgrounds and the pool.
- Reviewed budget with Manager & Treasurer.

Administration

Treasurer

- Worked on FY21 budget.
- Assisted Town Clerk in setting up online boat registrations.
- Registration revenues down \$60k.
- Unpaid property tax balance \$72k higher than this time last year.
- Personal property tax balance \$1,560 higher than last year.
- Tax lien balance \$43k lower than last year.
- Town qualified for \$30k federal CARES grant for the airport.
- Fire Dept. received an \$11k stimulus check related to the ambulance.
- Mailed 225 30-day notices for unpaid sewer bills dated 4/24/19 to 9/19/19.

Tax Collector

- Interviewed four candidates.
- Still discussing selection with HR Director.

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Tax Assessor

- Sue continues to enter personal property declarations from home.
- Responding and sorting emails.
- Working on property transfers.

Code Enforcement Officer

- Did two inspections while following social distance guidelines.
- Issuing permits (challenging).
- Assisted with computer issues.
- Worked with Manager on zoom purchase.
- Meeting on new ordinances.
- Looking at dangerous buildings and property maintenance.
- Running on empty.

Town Clerk

- Answering phone, doing registrations by mail, checking drop box daily, and processing payments.
- Sent April end-of-month reporting to the state.
- Submitted three motor vehicle reports to BMV.
- Finalized April's county end-of-month excise tax report.
- Finalized voter participation history for March 3, 2020.
- Preparing minutes for the April 23, 2020 Council meeting.
- Catching up on emails from home.

Human Resource/Welfare Director

- Personnel Issues.
- Warrants.
- Interviews for Tax Collector.
- Meetings with Town Attorney.
- Participating in daily remote meetings.

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Town Manager

- Answering phone.
- Assisting public with vehicle registrations.
- Joining remote meetings.
- Working on plan to open town office.



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

May 7, 2020

To: Harold Davis, Town Manager

From: Ralph Soucier, Public Works Director

Subject: Public Works Activity Report

Safety: One person per vehicle and cleaning each vehicle after use. Wearing PPE and staying apart.

Public Works:

Garage locked to public traffic. Sweeping streets and sidewalks, patching holes, picking up plow damage (loose tar) and tree limbs. Prep mowing areas. Sent out line painting bid packages. Milton Cat doing emergency repairs to 2005 #924 Cat Loader. Found rear end issues, and changing out pivot center pins. Still fighting snow storms into May.

Transfer Station:

Closed Recycle Center to public traffic to minimize public contact with employees. No hand sorting at Recycle building. DEP has sent a letter to municipalities that recycled items will be credited being disposed in the regular trash stream. All other recycled items such as tires, wood, metal, shingles, yard wastes will continue as normal being disposed in separated piles in the yard. Had Design Lab put an article on Facebook and the Town's Web Site to further explain the trash situation. Many Towns doing the same. 2 employees have been moved to the Cemetery for the summer help.

Airport:

Closed FBO building to public traffic. FAA requires the Airport to continue operating, but with Covid-19 guidance. Signs are posted at the Airport which includes the Executive Order from the Governor establishing quarantine restrictions on travelers arriving in Maine. We are working directly with the Maine DOT Aviation Division and FAA to support Covid-19 guidance in our Airport. Jeff is working with Army Engineers to see if they would take on a project at the Airport for training purposes on-airport safety strip areas. They would take care of permitting also.

Cemetery: Roads were wet and unstable until May 1st. The gate is open and burials have been postponed until June because of Covid-19 restrictions of no more than 10 people gatherings. Mike Hartley has resigned as of May 1st 2020. Wish him well if you see him. He has worked at the Cemetery for 22 years! He will be missed.

Respectfully Submitted,
Ralph T. Soucier
Director Millinocket Public Works

MEMO

Millinocket Wastewater Treatment Facility

May 08, 2020

To: John Davis, Town Manager

From: Jim Charette, Superintendent

Re: WW Operations Report

The treatment facility and pump stations are all functioning well. We are working on spring cleanup as well as removing a lot of fallen trees and branches at some of the stations and the treatment facility. Our summer time helper will return on 5/11/2020. We will continue to work separately while the virus threat exists.

Memo

To: Town Manager
From: Chief of Police
CC: Town Council
Date: May 8, 2020
Re: Activity report

- *We generated or responded to 332 Incidents since April 1, 2020 to April 30, 2020. It should be noted, that for the same time frame in 2019, there were 373 calls for service.*
- *Major incidents for the time period were 22 citizen/agency assists, 10 medical calls, 30 Information complaints, 1 OUI, 9 welfare checks, 4 PD accidents, 5 disorderly conducts, 1 wanted outs, 8 suspicious and noise problems, 10 - 911 hang ups and 6 family fight calls.*
- **Chiefs report**
- Still covering for vacations, short shifts and prisoner transports. I am working a modified schedule to allow for double coverage during the peak call hours.
- We are still performing bail checks and checking on those that are out in conditions set by the court. This has resulted in several arrests for Violation of Conditions of Release, Probation Violations or Violation
- To comply with a request from the jail, we are attempting to bail out those that are arrested from the police department. The Bail Commissioner and I met and agreed to release those we can on an "unsecured" basis until this crisis is over.

An example of this is would be“released on \$1000.00 unsecured”. This system has two benefits; first it does lessen the exposure of additional people at the jail and second it has saved the Police Department money when transporting an arrestee. It should be noted that in the last three weeks, we have only transported 1 person to Penobscot Regional Jail.

- Case of note, we have investigated a firearm discharge call where a 17 year old male shot himself in the hand. After an investigation, it was determined that the 17 year old robbed a 16 year old male of the firearm a couple of days before at gun point. The 17 year old male will be charged for the Robbery, additionally he was charged with Altering a Firearm (after he attempted to scratch off the serial number) and Criminal Threatening with a firearm.
- Open investigations or ongoing investigations:
 - We are currently investigating a case involving an elderly male in town that is being taking advantage of monetarily.
 - A case that involves the theft of the IRS refund (COVID stimulus) money from a deceased person.



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

FIRE AND AMBULANCE RUNS REPORT FOR APRIL 2020

AMBULANCE

Local BLS: 8

Local ALS: 17

(NOTE: 15 of these calls were possible COVID-19 and handled as such)

Out of Town BLS: 2

Out of Town ALS: 3

No Trans/PA: 10

Police Stage: 0

ACLS Intercept: 1 (East Mkt.)

Public Assist: 4

Lost Calls BLS: 1

Lost Calls ACLS: 2

Lost Calls ACLS (Required Nurse): 1

FIRES:

3-Electrical (Out of Town Wire Down), 10-Electrical (Lines Down),
(These were all one night wind storm)

1-CO Alarm, 1-Chimney (Necessary to Clean), 1-Mutual Aid (East Mkt.)



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

Manager Davis,

Still have one FF/Paramedic out for injury.

Have been in constant communications with Maine CDC, ME EMS, and other State groups on this ever-changing situation. Am involved in multiple Zoom and other ways of meeting with these groups daily including weekends.

Continue to meet with Town Manager and Dept. Heads daily on COVID-19, and things happening around the community. Monitor the cases and what is happening daily and passing info on to the Town Manager.

Monitoring crew and making sure that everyone is trying to keep safe and mentally conditioning during stressful times.

Fire Station is still locked down and if public needs assistance can call or also have bell on side door that on-duty person will assist them from a safe distance.

Working with Maine CDC and Maine EMS to try and find ways to provide training without meeting in training environment.

Worked on 2021 budget and meet with Town Manager and Treasurer to review.

Had 2019 Ford Ambulance out of service for few days this month with electrical issues and couple of small items to be taken care of this was warranty work.

2015 Chevrolet Ambulance is out of service currently, having paint issues and Autotronics is taking care of it under warranty. Also having some other maintenance issues addressed while it is there. They have provided us with a loaner while units were out of service.

Have discussed issue with Exhaust Ventilation system with Town Manager and proposed to use monies left in capital budget from this year to address this.

05/08/2020

Thomas Malcolm

Chief Millinocket Fire Dept.

EMA Director

Public Health Officer



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

Manager Davis,

Participating in numerous teleconferences and webinar concerning the Corona Virus and precautions and protocols recommended by CDC, EMA, and Maine EMS.

Assisted citizen with information on testing for lead paint, has purchased house in Millinocket and is in process of redoing it and wanted to make sure no lead based paint in home. Also looking for information on Radon testing gave him information on who he could contact, there are new changes in legislation on this.

05/08/2020

Chief Thomas Malcolm
Health Officer
Town of Millinocket

John Davis

From: Mary Alice Cullen
Sent: Friday, May 08, 2020 1:58 PM
To: John Davis
Subject: RE: Activity Reports
Attachments: MAR 2020.pdf

Worked on FY21 budget and attended budget meetings.

Worked with Town Clerk to set up online boat registrations and ordered two credit card swipe machines for the front window to eliminate the clerks handling the cards. This is all part of trying to find new ways to safely and efficiently provide the services the residents require.

Other items of interest as of April 30:

- ✱ Although Rapid Renewal online vehicle registrations has increased, registration revenues lag \$60K from last year due to the State's deadline extension and pause on new vehicle registrations.
- ✱ Unpaid real estate tax balance is \$72,000 higher than April 2019.
- ✱ Unpaid personal property tax balance is \$1,560 higher than April 2019.
- ✱ Unpaid prior year tax lien balance is \$43,000 lower than April 2019.
- ✱ In April the Town received a \$11,000 stimulus check related to the ambulance. Town was also notified of qualifying for \$30,000 federal CARES grant funds that can be used to cover the airport's payroll and operating expenses.

I mailed 225 thirty-day demand notices for unpaid sewer bills dated 4/24/19 to 9/19/19. Approximately \$52K in fees and interest is due for this time period.

Attached is the Financial report for Quarter ended March 31, 2020.

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

From: John Davis <manager@millinocket.org>
Sent: Thursday, May 07, 2020 7:41 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jeff Campbell <airport@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Lorna Thompson <assessor@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Richard Angotti <Code@millinocket.org>; Tom Malcolm <ChiefMalcolm@millinocket.org>
Subject: Activity Reports

I need everyone's activity report by noon tomorrow.

Thanks,

John Davis

From: Lorna Thompson
Sent: Thursday, May 07, 2020 7:57 AM
To: John Davis
Subject: RE: Activity Reports

Morning John,

Very small report this time.

Sue continues to enter the personal property declarations from home.

I have been responding to emails, sorting the mail and working on property transfers.

Lorna

From: John Davis <manager@millinocket.org>
Sent: Thursday, May 7, 2020 7:41 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jeff Campbell <airport@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Lorna Thompson <assessor@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Richard Angotti <Code@millinocket.org>; Tom Malcolm <ChiefMalcolm@millinocket.org>
Subject: Activity Reports

I need everyone's activity report by noon tomorrow.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Richard Angotti
Sent: Thursday, May 07, 2020 9:27 AM
To: John Davis
Subject: RE: Activity Reports

Where should I begin!

Did two inspections using guidelines for social distancing and they went well.

Have started issuing permits which is challenging

Assist with computer issues

Worked with manager on Zoom purchase

Meeting on new ordinances

Working on Dangerous buildings and property maintenance ordinance, looking at the legality of applying a lien to properties that have not complied with cleanup and refurbishing of property.

Running out of time

From: John Davis <manager@millinocket.org>
Sent: Thursday, May 7, 2020 7:41 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jeff Campbell <airport@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Lorna Thompson <assessor@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Richard Angotti <Code@millinocket.org>; Tom Malcolm <ChiefMalcolm@millinocket.org>
Subject: Activity Reports

I need everyone's activity report by noon tomorrow.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Diana Lakeman
Sent: Thursday, May 07, 2020 1:45 PM
To: John Davis
Subject: RE: Activity Reports

Town Clerk:

Working in office-

- answering requests via phone, email, mail and drop box and processing payments as requested
- sent all April end of Month reporting to all state agencies
- sent 3 Motor Vehicle weekly reports to BMV
- working on County excise tax end of month (APRIL) reports to send expected monies to each county.
- Final Voter Participation History for 3/3/2020 Primary was finalized, certified and was accepted on 5/6/2020

from Division of Elections SOS office

- currently working on minutes for the 4/23/2020 town council meeting
- working from home to catch up on email inquiries and back logged Clerk activities due to the abundance of

daily work load.

Note:

Currently processing Re-Registrations only

**** Residents can use this link to register their boats: <https://www5.informe.org/online/boat/>****

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, May 07, 2020 7:41 AM
To: Craig Worster <ChiefWorster@millinocket.org>; Diana Lakeman <townclerk@millinocket.org>; Jeff Campbell <airport@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre <humanresource@millinocket.org>; Lorna Thompson <assessor@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Richard Angotti <Code@millinocket.org>; Tom Malcolm <ChiefMalcolm@millinocket.org>
Subject: Activity Reports

I need everyone's activity report by noon tomorrow.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

ORDER #73-2020

PROVIDING FOR: Execution of the Warrant for May 7, 2020

IT IS ORDERED that the Warrant for May 7, 2020 in the amount of \$ _____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #74-2020

PROVIDING FOR: Execution of the Warrant for May 14, 2020

IT IS ORDERED that the Warrant for May 14, 2020 in the amount of \$ _____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #75-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for the Scootic In Restaurant.

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

George S. Simon, 70 Penobscot Ave
d/b/a
Scootic In Restaurant, 70 Penobscot Ave.

Passed by the Town Council _____

Attest: _____

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

125.00
Ad

1. NAME OF APPLICANT Scotic In Restaurant
2. PHONE NUMBER OF APPLICANT 207-723-4566
3. RESIDENCE OF APPLICANT Millinocket
4. NAME OF BUSINESS Restaurant
5. PHONE NUMBER OF BUSINESS 207-723-4566
6. BUSINESS ADDRESS Millinocket
7. NATURE OF BUSINESS Restaurant
8. LOCATION TO BE USED 70 Penobscot Ave
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

Millinocket

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

George S Simon - pres	70 Penobscot
Bea Simon - vp	" "
Dean Beaupain - sec	Millinocket

11. DESCRIPTION OF PREMISES TO BE LICENSED

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

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 3209

EATING PLACE TIER 3 120 Seats (in)

EXPIRES: 12/28/2020

SCOOTIC IN
70 PENOBSCOT AVE
MILLINOCKET ME 04462

FEE: \$230.00



ATTN BEA
SIMON, GEORGE S
SCOOTIC IN
70 PENOBSCOT AVE
MILLINOCKET ME 04462

Jeanne M. Lamborn
Commissioner

NON-TRANSFERABLE

BUSINESS Scoutie Ln Rest.

ORDER # 75-2020

**COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS**



TAXES ARE CURRENT

Yes ✓ No



WASTEWATER IS CURRENT

Yes ✓ No



POLICE INCIDENTS IN THE PAST YEAR
(IF APPLICABLE PLEASE LIST)

Yes No ✓

**Town of Millinocket
Tax Information Sheet
As of: 05/12/2020**

Account: 1264 **Name:** SIMON, GEORGE S, SIMON, PHYLLIS G

Location: 70 PENOBSCOT AVENUE

Map and Lot: U05-250

Sale Date:

Deed Reference: B5027P307

Sale Price:

Land: 6,800
Building: 118,900
Exempt 0
Total: 125,700

Total Acres: 0
Tree Growth: Soft : 0 Mixed : 0 Hard : 0
Farmland:
Open Space:
Zoning:
SFLA: 0

	Amount	Mill Rate
Last Billed : 2020-1	4,148.10	33.000
Previous Billed : 2019-1	4,085.25	32.500

There are no outstanding taxes.

Information Given By: _____

Title: _____ 05/12/2020

All calculations are as of: 05/12/2020

**PP Account 235 Detail
as of 05/12/2020**

Name: SCOOTIC IN INC

Location: 70 PENOBSCOT AVENUE

Assessment: 58,600

2020-1 Period Due:

Mailing 70 PENOBSCOT AVENUE
Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2020-1 R	09/04/19	Original		1,933.80	0.00	0.00	1,933.80
	10/1/2019		A P	1,933.80	0.00	0.00	1,933.80
		Total		0.00	0.00	0.00	0.00
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
Account Totals as of 05/12/2020				0.00	0.00	0.00	0.00

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

UT Account 125321 Detail
as of 05/12/2020 - Sewer

Name: SIMON, GEORGE

66 PENOBSCOT AVE
MILLINOCKET, ME 04462

Location: 70 PENOBSCOT AVENUE
RE Acct: 0 Map/Lot: U05-250

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
241	04/29/20	Original		613.59	0.00	0.00	0.00	613.59
	5/11/2020		P	613.59	0.00	0.00	0.00	613.59
		Total		0.00	0.00	0.00	0.00	0.00
238	01/30/20			0.00	0.00	0.00	0.00	0.00
234	10/30/19			0.00	0.00	0.00	0.00	0.00
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
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
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

Diana Lakeman

From: Craig Worster
Sent: Thursday, April 30, 2020 12:01 PM
To: Diana Lakeman
Subject: RE: request of incidents

All four businesses are clear. Thank you

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, April 30, 2020 11:44 AM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: request of incidents

I have the following business applications for victualer's licenses to be brought to order on 5/14/2020, requesting report of incidents, if applicable:

- Scootic In Restaurant, 70 Penobscot Ave
- Jeff Daigle, Daigle Soft Serve Mobile Truck, Veteran's Park - ✓
- Subway, 805 Central Street
- Katahdin General Store LLC, 160 Bates Street
- Mac's Convenience Stores, LLC, Circle K, 719 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 #76-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for Daigle Soft Serve.

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

Jeff Daigle, Daigle Family LLC, 196 Medway Rd
d/b/a
Daigle Soft Serve, Mobile Food Truck.

Passed by the Town Council _____

Attest: _____

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

125.00
pd

1. NAME OF APPLICANT Jeff Daigle
2. PHONE NUMBER OF APPLICANT 723 1684
3. RESIDENCE OF APPLICANT 196 Medway Rd (Norcross)
4. NAME OF BUSINESS Daigle Soft Serve
5. PHONE NUMBER OF BUSINESS 723 1684
6. BUSINESS ADDRESS 196 Medway Rd
7. NATURE OF BUSINESS Ice Cream
8. LOCATION TO BE USED Band stand
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS
(Norcross) (Millinocket)
10. LIST OF PRINCIPAL OFFICERS, TITLES, AND ADDRESSES FOR THE PAST THREE YEARS
Daigle Family LLC Owner
11. DESCRIPTION OF PREMISES TO BE LICENSED Ice Cream

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

State of MAINE said all set

ServSafe® CERTIFICATION

LANIE DAIGLE

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

14994499

CERTIFICATE NUMBER

5241

EXAM FORM NUMBER

4/10/2017

DATE OF EXAMINATION

4/10/2022

DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.



#0655

In accordance with Maritime Labour Convention 2006, Resolution A1164 (2013) (Regulation 2.2, Standard A2.2)

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v.1.4(1)



State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 20816

EATING PLACE - MOBILE

DAIGLE SOFT SERVE
PENOBSCOT AVE
MILLINOCKET ME 04462

DAIGLE, JEFF
DAIGLE SOFT SERVE
21 SOUTH RD
MILLINOCKET ME 04462

EXPIRES: 01/31/2021

FEE: \$200.00



Jenna A. Lambert

Commissioner

NON-TRANSFERABLE

BUSINESS Daigle Soft Serve

ORDER # 76-2020

**COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS**



TAXES ARE CURRENT

P.P. + Mobile Truck ✓

Yes ✓ No



WASTEWATER IS CURRENT

Yes N/A No



POLICE INCIDENTS IN THE PAST YEAR

Yes No ✓

(IF APPLICABLE PLEASE LIST)

PP Account 384 Detail
as of 05/12/2020

Name: DAIGLE FAMILY, LLC

Location:

Assessment: 110

2020-1 Period Due:
2) 0.00

Mailing 196-A MEDWAY ROAD
Address: MILLINOCKET ME 04462

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2020-1 R	09/04/19	Original			3.63	0.00	0.00	3.63
	9/26/2019		A	P	3.63	0.00	0.00	3.63
		Total			0.00	0.00	0.00	0.00
Account Totals as of 05/12/2020					0.00	0.00	0.00	0.00

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

Mobile truck UNIT - REG. EXP. MAY 31, 2020

Diana Lakeman

From: Craig Worster
Sent: Thursday, April 30, 2020 12:01 PM
To: Diana Lakeman
Subject: RE: request of incidents

All four businesses are clear. Thank you

Craig Worster

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

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From: Diana Lakeman <townclerk@millinocket.org>
Sent: Thursday, April 30, 2020 11:44 AM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: request of incidents

I have the following business applications for victualer's licenses to be brought to order on 5/14/2020, requesting report of incidents, if applicable:

- Scootic In Restaurant, 70 Penobscot Ave
- Jeff Daigle, Daigle Soft Serve Mobile Truck, Veteran's Park - ✓
- Subway, 805 Central Street
- Katahdin General Store LLC, 160 Bates Street
- Mac's Convenience Stores, LLC, Circle K, 719 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 #77-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for Subway.

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

Bruce D. McLean, 181 Maine Ave
d/b/a
Subway, 805 Central Street

Passed by the Town Council_____

Attest:_____

#25.0
fd

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Bruce D. McLean
2. PHONE NUMBER OF APPLICANT 207-723-1404
3. RESIDENCE OF APPLICANT 181 Maine Ave, Millinocket
4. NAME OF BUSINESS Subway
5. PHONE NUMBER OF BUSINESS 723-7827
6. BUSINESS ADDRESS 805 Central Street
7. NATURE OF BUSINESS Quick Serve Restaurant - Sandwiches
8. LOCATION TO BE USED 805 Central Street
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS
181 Maine Ave.

10. LIST OF PRINCIPAL OFFICERS, TITLES, AND ADDRESSES FOR THE PAST THREE YEARS
Bruce D. McLean, member - 181 Maine Ave, Millinocket
Peggy J. Armstrong, member - 106 Elm St, Millinocket

11. DESCRIPTION OF PREMISES TO BE LICENSED
Sandwich Shop at the Dead River building near Hannaford.

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

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 19176

EATING PLACE TIER 1 26 Seats (in)

SUBWAY
805 CENTRAL ST
MILLINOCKET ME 04462

ATTN BRUCE
FSC SUBWAY LLC
SUBWAY
181 MAINE AVE
MILLINOCKET ME 04462

EXPIRES: 10/21/2020

FEE: \$160.00



Jeanne M. Lambert

Commissioner

NON-TRANSFERABLE

BUSINESS Subway

ORDER # 77-2020

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

P.P.

Yes ☒ No ☐



WASTEWATER IS CURRENT

Yes ☐ N/A No ☐



POLICE INCIDENTS IN THE PAST YEAR

Yes ☐ No ☒

(IF APPLICABLE PLEASE LIST)

**PP Account 65 Detail
as of 05/12/2020**

Name: FSC SUBWAY LLC

Location: 805 CENTRAL STREET

Assessment: 10,100

2020-1 Period Due:

Mailing 181 MAINE AVENUE
Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2020-1 R	09/04/19	Original		333.30	0.00	0.00	333.30
	10/7/2019		A P	333.30	0.00	0.00	333.30
		Total		0.00	0.00	0.00	0.00
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
Account Totals as of 05/12/2020				0.00	0.00	0.00	0.00

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

Diana Lakeman

From: Craig Worster
Sent: Thursday, April 30, 2020 12:01 PM
To: Diana Lakeman
Subject: RE: request of incidents

All four businesses are clear. Thank you

Craig Worster

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

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From: Diana Lakeman <townclerk@millinocket.org>
Sent: Thursday, April 30, 2020 11:44 AM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: request of incidents

I have the following business applications for victualer's licenses to be brought to order on 5/14/2020, requesting report of incidents, if applicable:

- Scootic In Restaurant, 70 Penobscot Ave
- Jeff Daigle, Daigle Soft Serve Mobile Truck, Veteran's Park - ✓
- Subway, 805 Central Street
- Katahdin General Store LLC, 160 Bates Street
- Mac's Convenience Stores, LLC, Circle K, 719 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 #78-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for
Katahdin General Store LLC.

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

Jamie Brundrett, Katahdin General Store LLC, 160 Bates Street
d/b/a
Katahdin General Store LLC, 160 Bates Street

Passed by the Town Council _____

Attest: _____

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Katahdin General Store LLC
2. PHONE NUMBER OF APPLICANT 207 723 4123
3. RESIDENCE OF APPLICANT 160 Bates St Millinocket ME
4. NAME OF BUSINESS Katahdin General Store LLC
5. PHONE NUMBER OF BUSINESS 207 723 4123
6. BUSINESS ADDRESS 160 Bates St Millinocket ME
7. NATURE OF BUSINESS Convenience Store
8. LOCATION TO BE USED SAME AS ABOVE
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS
160 Bates St Millinocket ME 04462
10. LIST OF PRINCIPAL OFFICERS, TITLES, AND ADDRESSES FOR THE PAST THREE YEARS
- | | |
|---------------------------|--|
| <u>James Brundrett</u> | <u>158 Highland Ave Millinocket ME</u> |
| <u>Nichelle Brundrett</u> | <u>158 Highland Ave Millinocket ME</u> |
11. DESCRIPTION OF PREMISES TO BE LICENSED
Katahdin General Store - Convenience store, Brick Building w/ approx 7800 Square ft of retail space

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



State of Maine

Department of Agriculture, Conservation & Forestry
Division of Quality Assurance & Regulations
28 State House Station, Augusta, ME 04333-0028
(207) 287-3841

SERIAL NUMBER

129403

2-31248

January 27, 2020

January 1, 2021

LICENSE NUMBER

DATE OF ISSUE

DATE OF EXPIRATION

This certifies that

Katahdin General Store LLC
Katahdin General Store LLC
PO Box 262

Millinocket, ME 04462-

CONVENIENCE STORE

Location: 160 Bates ST, Millinocket

This certificate is valid only between the date issued and expiration date appearing herein. Only the named holder at the location for which issued may use it.

The person named herein is authorized to sell or manufacture food products, fuel and/or sell or repair weighing and measuring devices as permitted by law for the listed authorizations.

This certificate and/or each type of authorization represented is subject to suspension, revocation or cancellation as authorized by Maine Revised Statutes.

LICENSE TYPE

DESCRIPTION OF LICENSE AUTHORIZATIONS

FEE

License Type	Authorizations	Fee
Retail Meat	Prepackaged for Direct Sale	10.00
Retail Food Establishment	11 to 25 Baked Goods (produced on site) Bulk Sales (candy, fruit, nuts, popcorn) Coffee/Tea(prepared on site) Cold Foods (prepared on site) Dairy Products Frozen Food Fruit Juices Hot Foods (prepared on site) Hotdog Steamer Prepackaged Meat Prepackaged Food Produce (fresh) Produce (processed) Ready to Eat Deli Items Seafood (fresh)	50.00
Retail Fuel	Nozzles: 5	100.00
TOTAL:		160.00



Department of Agriculture, Conservation &
Forestry

Amanda Beal

Commissioner

Division of Quality Assurance

Colin J. Paulin

Director

BUSINESS Katahdin General Store, ORDER # 78-2020
LLC

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)

**Town of Millinocket
Tax Information Sheet
As of: 05/12/2020**

Account: 325 **Name:** BRUNETT, MICHELLE A., BRUNETT, JAMIE D.

Location: 160 BATES STREET

Map and Lot: U02-082

Sale Date: 01/01/2016

Deed Reference: B14048P317 01/01/2016 B14028P256
12/03/2015 B14028P252 12/03/2015

Sale Price: \$450,000

Land: 23,200

Total Acres: 0

Building: 348,100

Tree Growth: Soft : 0 Mixed : 0 Hard : 0

Exempt 0

Farmland:

Total: 371,300

Open Space:

Zoning:

SFLA: 0

Amount Mill Rate

Last Billed : 2020-1

12,252.90 33.000

Previous Billed : 2019-1

12,067.25 32.500

There are no outstanding taxes.

Information Given By: _____

Title: _____ **05/12/2020**

All calculations are as of: 05/12/2020

PP Account 119 Detail
as of 05/12/2020

Name: KATAHDIN GENERAL STORE

Location:

Assessment: 50,500

2020-1 Period Due:

- 1) 23.70
- 2) 833.25

Mailing 160 BATES STREET
Address: MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2020-1 R	09/04/19	Original		1,666.50	0.00	0.00	1,666.50
	10/7/2019	CHGINT	1 I	0.00	-0.74	0.00	-0.74
	10/7/2019		A P	833.25	0.74	0.00	833.99
		CURINT		0.00	-23.70	0.00	-23.70
		Total		833.25	23.70	0.00	856.95
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
Account Totals as of 05/12/2020				833.25	23.70	0.00	856.95

Per Diem

2020-1	0.1852
Total	0.1852

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

UT Account 125755 Detail
as of 05/12/2020 - Sewer

Name: BRUNDRETT, MICHELLE A & JAMIE D

158 HIGHLAND AVENUE
MILLINOCKET, ME 04462

Location: 160 BATES STREET

RE Acct: 0 Map/Lot: U02-082

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
241	04/29/20			1,067.15	0.00	0.00	0.00	1,067.15
238	01/30/20			0.04	0.00	0.00	0.00	0.04
234	10/30/19			0.00	0.00	0.00	0.00	0.00
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
205	09/25/18			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

Diana Lakeman

From: Craig Worster
Sent: Thursday, April 30, 2020 12:01 PM
To: Diana Lakeman
Subject: RE: request of incidents

All four businesses are clear. Thank you

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, April 30, 2020 11:44 AM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: request of incidents

I have the following business applications for victualer's licenses to be brought to order on 5/14/2020, requesting report of incidents, if applicable:

- Scootic In Restaurant, 70 Penobscot Ave
- Jeff Daigle, Daigle Soft Serve Mobile Truck, Veteran's Park - ✓
- Subway, 805 Central Street
- Katahdin General Store LLC, 160 Bates Street
- Mac's Convenience Stores, LLC, Circle K, 719 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 #79-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for Mac's Convenience Stores LLC.

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

Mac's Convenience Stores LLC, 719 Central Street
d/b/a
Circle K, 4707113, 719 Central Street

Passed by the Town Council_____

Attest:_____

25.00 p.l

TOWN OF MILLINOCKET

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Ma's Convenience Stores LLC
2. PHONE NUMBER OF APPLICANT 812-379-9227 X 1347
3. RESIDENCE OF APPLICANT Po Box 347, Columbus IN 47202
4. NAME OF BUSINESS Circle K 4707113
5. PHONE NUMBER OF BUSINESS 207-723-6124
6. BUSINESS ADDRESS 719 Central Street
7. NATURE OF BUSINESS Convenience store
8. LOCATION TO BE USED 719 Central Street

Couche-Tard U.S. INC.	Member	1130 West Warner Tempe AZ 85284
Darrell Jay Davis	President and Senior VP of Operations	11081 W Grandview Drive Columbus, IN 47201
Kathy Kerr Cunningham	Sr. VP Global Shared Sys and Secretary	3424 E. Equestrian Trail Phoenix, AZ 85044
Matthew Paul Dolan	Vice President Operations Great Lakes	12235 Cantburg Ave Uniontown OH 44685
Patrick James Panzarella	<u>Asst. Secy.</u>	10110 North Manton San Antonio TX 78213
Betty Lou Watts	Assistant Secretary	6465 W. Co. Rd. 950 N Scipio, IN 47273
Debra Ann Gooldy	Assistant Secretary	7290 S Artesian Drive Columbus, IN 47201

11. DESCRIPTION OF PREMISES TO BE LICENSED

Ground Floor, one story, grocery store selling gasoline

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



State of Maine

Department of Agriculture, Conservation & Forestry
Division of Quality Assurance & Regulations
28 State House Station, Augusta, ME 04333-0028
(207) 287-3841

SERIAL NUMBER

127590

2-27279

November 15, 2019

December 31, 2020

LICENSE NUMBER

DATE OF ISSUE

DATE OF EXPIRATION

This certifies that

Circle K #4707113

Mac's Convenience Stores LLC

PO Box 347

Columbus, IN 47202-

CONVENIENCE STORE

Location: 719 Central ST, Millinocket

This certificate is valid only between the date issued and expiration date appearing herein. Only the named holder at the location for which issued may use it.

The person named herein is authorized to sell or manufacture food products, fuel and/or sell or repair weighing and measuring devices as permitted by law for the listed authorizations.

This certificate and/or each type of authorization represented is subject to suspension, revocation or cancellation as authorized by Maine Revised Statutes.

LICENSE TYPE

DESCRIPTION OF LICENSE AUTHORIZATIONS

FEE

License Type	Authorizations	Fee
Retail Meat	Prepackaged for Direct Sale	10.00
Retail Food Establishment	11 to 25 Baked Goods (produced on site) Beverage Dispenser Coffee/Tea(prepared on site) Cold Foods (prepared on site) Dairy Products Frozen Food Fruit Juices Hot Foods (prepared on site) Hotdog Steamer Prepackaged Meat Prepackaged Food Ready to Eat Deli Items Seafood (Ready to Eat)	50.00
Retail Bakery	11 to 25	50.00
Retail Fuel	Nozzles: 38	760.00
TOTAL:		870.00



Department of Agriculture, Conservation &
Forestry

Amanda Beal

Commissioner

Division of Quality Assurance

Celeste Franklin

Director

DEC 16 2019

BUSINESS Mac's Convenience Stores LLC ORDER # 79-2020
Circle K

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS

☐ TAXES ARE CURRENT RE PP Yes _____ No ✓ } Payments w/
small balances
owed

☐ WASTEWATER IS CURRENT Yes ✓ No _____

☐ POLICE INCIDENTS IN THE PAST YEAR Yes _____ No ✓
(IF APPLICABLE PLEASE LIST)

**Town of Millinocket
Tax Information Sheet
As of: 05/12/2020**

Account: 2233 **Name:** MAC'S CONVENIENCE STORES

Location: 719 CENTRAL STREET

Map and Lot: U13-002

Sale Date: 04/11/2012

Deed Reference: B12787P88 04/09/2012 B10100P189
B5179P81

Sale Price: \$647,000

Land: 86,100
Building: 332,800
Exempt 0
Total: 418,900

Total Acres: 0
Tree Growth: Soft : 0 Mixed : 0 Hard : 0
Farmland:
Open Space:
Zoning:
SFLA: 0

	Amount	Mill Rate
Last Billed : 2020-1	13,823.70	33.000
Previous Billed : 2019-1	13,614.25	32.500

Outstanding Taxes					
Year	Per Diem	Principal	Interest	Costs	Total
2020-1	0.0126	56.83	1.15	0.00	57.98
	0.0126	56.83	1.15	0.00	57.98
2020-1 Period Due					
	01/03/2020	56.83	1.15	0.00	57.98
					57.98

Information Given By: _____

Title: _____ 05/12/2020

All calculations are as of: 05/12/2020

**PP Account 169 Detail
as of 05/12/2020**

Name: MACS CONVENIENCE STORES LLC

Location:

Assessment: 219,200

2020-1 Period Due:

- 1) 0.60
- 2) 29.74

Mailing Address: DBA CIRCLE K
PO BOX 347
COLUMBUS IN 47202-0347

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2020-1 R	09/04/19	Original		7,233.60	0.00	0.00	7,233.60
	9/27/2019		A P	3,616.80	0.00	0.00	3,616.80
	2/11/2020	CHGINT	1 I	0.00	-29.74	0.00	-29.74
	2/11/2020		A P	3,587.06	29.74	0.00	3,616.80
		CURINT		0.00	-0.60	0.00	-0.60
		Total		29.74	0.60	0.00	30.34
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
Account Totals as of 05/12/2020				29.74	0.60	0.00	30.34

Per Diem

2020-1	0.0066
Total	0.0066

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

UT Account 123930 Detail
as of 05/12/2020 - Sewer

Name: MAC'S CONVENIENCE STORES, LLC, DBA CIRCLE K C/O ENGIE INSIGHT SERVICES, INC
P O BOX 2440
Location: 719 CENTRAL STREET SPOKANE, WA 99210-2440
RE Acct: 0 Map/Lot: U13-002

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
241	04/29/20			767.00	0.00	0.00	0.00	767.00
238	01/30/20			0.00	0.00	0.00	0.00	0.00
234	10/30/19			0.00	0.00	0.00	0.00	0.00
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
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
59	04/16/10			0.00	0.00	0.00	0.00	0.00
56	01/15/10			0.00	0.00	0.00	0.00	0.00
51	10/21/09			0.00	0.00	0.00	0.00	0.00
47	07/15/09			0.00	0.00	0.00	0.00	0.00
43	04/17/09			0.00	0.00	0.00	0.00	0.00
40	01/20/09			0.00	0.00	0.00	0.00	0.00
37	10/24/08			0.00	0.00	0.00	0.00	0.00

Diana Lakeman

From: Craig Worster
Sent: Thursday, April 30, 2020 12:01 PM
To: Diana Lakeman
Subject: RE: request of incidents

All four businesses are clear. Thank you

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, April 30, 2020 11:44 AM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: request of incidents

I have the following business applications for victualer's licenses to be brought to order on 5/14/2020, requesting report of incidents, if applicable:

- Scootic In Restaurant, 70 Penobscot Ave
- Jeff Daigle, Daigle Soft Serve Mobile Truck, Veteran's Park - ✓
- Subway, 805 Central Street
- Katahdin General Store LLC, 160 Bates Street
- Mac's Convenience Stores, LLC, Circle K, 719 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 #80-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for Christopher Carr.

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

Christopher Carr, Katahdin Services LLC, 973 Central Street
d/b/a
Pamola Motor Lodge, 973 Central Street

Passed by the Town Council _____

Attest: _____

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

125.00

PAID MAY 01 2000

1. NAME OF APPLICANT Chris Carr
2. PHONE NUMBER OF APPLICANT 207 723 9746
3. RESIDENCE OF APPLICANT Millinocket
4. NAME OF BUSINESS #1 Katahdin Service dba ~~Highland Tavern~~ ^{Pamol Motor Lodge}
5. PHONE NUMBER OF BUSINESS 723 9746
6. BUSINESS ADDRESS 973 Central St
7. NATURE OF BUSINESS Lodging / Lounge
8. LOCATION TO BE USED 973 Central St
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

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

Chris Carr President

11. DESCRIPTION OF PREMISES TO BE LICENSED

Motel & Lounge

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

State of Maine
DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 6220

EATING AND LODGING 12 Seats (in) 24 Rooms

EXPIRES: 12/28/2020

**PAMOLA MOTOR LODGE
973 CENTRAL ST
MILLINOCKET ME 04462**

**ATTN CHRISTOPHER CARR
KATAHDIN SERVICES LLC
PAMOLA MOTOR LODGE
973 CENTRAL ST
MILLINOCKET ME 04462**



FEE: \$275.00

Jeanne M. Lombard
Commissioner

NON-TRANSFERABLE

BUSINESS Kestahdin Services
dba Ramona Motor Lodge

ORDER # 20-2020

**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)

**Town of Millinocket
Tax Information Sheet
As of: 05/12/2020**

Account: 2050 **Name:** KATAHDIN SERVICES, LLC

Location: 973 CENTRAL STREET

Map and Lot: U11-003

Sale Date: 12/28/2016

Deed Reference: B14374P150 12/28/2016 B10540P305
B4182P97

Sale Price: \$575,000

Land: 72,000
Building: 372,600
Exempt: 0
Total: 444,600

Total Acres: 0
Tree Growth: Soft : 0 Mixed : 0 Hard : 0
Farmland:
Open Space:
Zoning:
SFLA: 0

	Amount	Mill Rate
Last Billed : 2020-1	14,671.80	33.000
Previous Billed : 2019-1	14,449.50	32.500

Outstanding Taxes					
Year	Per Diem	Principal	Interest	Costs	Total
2020-1	2.4872	11,192.42	228.82	0.00	11,421.24
	2.4872	11,192.42	228.82	0.00	11,421.24
2020-1 Period Due					
10/03/2019		3,856.52	228.82	0.00	4,085.34
01/03/2020		7,335.90			7,335.90
					11,421.24

Information Given By: _____

Title: _____ 05/12/2020

All calculations are as of: 05/12/2020

Millinocket
11:25 AM

**PP Account 207 Detail
as of 05/12/2020**

05/12/2020
Page 1

Name: KATAHDIN SERVICES, LLC.

Location:

Assessment: 21,900

2020-1 Period Due:

- 1) 389.46
- 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	-28.11	0.00	-28.11
		Total		722.70	28.11	0.00	750.81
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 05/12/2020				722.70	28.11	0.00	750.81

Per Diem

2020-1	0.1606
Total	0.1606

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

Millinocket
11:25 AM

UT Account 175728 Detail
as of 05/12/2020 - Sewer

05/12/2020
Page 1

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
241	04/29/20			820.36	0.00	0.00	0.00	820.36
238	01/30/20			1,233.90	0.00	20.01	0.00	1,253.91
234	10/30/19			1,187.21	0.00	43.19	0.00	1,230.40
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

Diana Lakeman

From: Craig Worster
Sent: Friday, May 08, 2020 4:47 PM
To: Diana Lakeman
Subject: RE: victualer incident report

They are both clear. Thank you,

Craig Worster

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

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From: Diana Lakeman <townclerk@millinocket.org>
Sent: Friday, May 08, 2020 4:42 PM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: victualer incident report

Requesting incident reports for the following businesses to bring to council order on May 14, 2020 for victualer license applications, if applicable:

- Christopher Carr, Katahdin Services, d/b/a Pamola motor lodge, 973 Central.
- Thomas St John, The Blue Ox Saloon, 61 Penobscot Ave.

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 #81-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for Thomas St. John.

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

Thomas St. John, 61 Penobscot Ave
d/b/a
The Blue Ox Saloon, 61 Penobscot Ave.

Passed by the Town Council _____

Attest: _____

125.00
12

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Thomas St. John
2. PHONE NUMBER OF APPLICANT 207-723-6936
3. RESIDENCE OF APPLICANT 61 Penobscot Ave
4. NAME OF BUSINESS The Blue Ox Saloon
5. PHONE NUMBER OF BUSINESS 207-723-6936
6. BUSINESS ADDRESS 61 Penobscot Ave
7. NATURE OF BUSINESS Bar & Restaurant
8. LOCATION TO BE USED 61 Penobscot Ave
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS
61 Penobscot Ave, Millinocket MAINE
10. LIST OF PRINCIPAL OFFICERS, TITLES, AND ADDRESSES FOR THE PAST THREE YEARS
Thomas St. John (Owner)
11. DESCRIPTION OF PREMISES TO BE LICENSED
40 x 90 General Store Bldg. of which the 1st floor is a Bar & Rest.

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

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

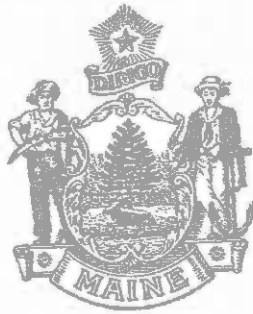
EST ID: 7205

EATING PLACE TIER 3 80 Seats (in)

EXPIRES: 01/08/2021

THE BLUE OX
61 PENOBSCOT AVE
MILLINOCKET ME 04462

ST JOHN, THOMAS
THE BLUE OX
61 PENOBSCOT AVE
MILLINOCKET ME 04462



FEE: \$230.00

Jeanne M. Lantieri
Commissioner

NON-TRANSFERABLE

BUSINESS The Blue Ox Saloon

ORDER # 81-2020

**COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS**



TAXES ARE CURRENT

Yes ✓ No



WASTEWATER IS CURRENT

Yes ✓ No



POLICE INCIDENTS IN THE PAST YEAR

Yes No ✓

(IF APPLICABLE PLEASE LIST)

**Town of Millinocket
Tax Information Sheet
As of: 05/12/2020**

Account: 1224 **Name:** ST JOHN, THOMAS, DBA BLUE OX INN INC

Location: 61 PENOBSCOT AVENUE

Map and Lot: U05-214

Sale Date:

Deed Reference: B4140P11

Sale Price:

Land:	4,500
Building:	76,100
Exempt	0
Total:	<hr/> 80,600

Total Acres: 0
Tree Growth: Soft : 0 Mixed : 0 Hard : 0
Farmland:
Open Space:
Zoning:
SFLA: 0

	Amount	Mill Rate
Last Billed : 2020-1	2,659.80	33.000
Previous Billed : 2019-1	2,619.50	32.500

There are no outstanding taxes.

Information Given By: _____

Title: _____ **05/12/2020**

All calculations are as of: 05/12/2020

PP Account 286 Detail
as of 05/12/2020

Name: ST. JOHN, THOMAS

Location:

Assessment: 15,400

2020-1 Period Due:

Mailing Address: BLUE OX
61 PENOBSCOT AVE.
MILLINOCKET ME 04462

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2020-1 R	09/04/19	Original		508.20	0.00	0.00	508.20
	9/27/2019		A P	508.20	0.00	0.00	508.20
		Total		0.00	0.00	0.00	0.00
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
Account Totals as of 05/12/2020				0.00	0.00	0.00	0.00

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

UT Account 125380 Detail
as of 05/12/2020 - Sewer

Name: ST. JOHN, THOMAS, DBA BLUE OX INN INC

PO BOX 263
MILLINOCKET, ME 04462

Location: 61 PENOBSCOT AVENUE

RE Acct: 0 Map/Lot: U05-214

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
241	04/29/20	Original		100.00	0.00	0.00	0.00	100.00
Billed To: ST. JOHN, THOMAS & DBA BLUE OX INN INC								
	5/5/2020		P	100.00	0.00	0.00	0.00	100.00
		Total		0.00	0.00	0.00	0.00	0.00
238	01/30/20			0.00	0.00	0.00	0.00	0.00
234	10/30/19			0.00	0.00	0.00	0.00	0.00
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
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
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

Diana Lakeman

From: Craig Worster
Sent: Friday, May 08, 2020 4:47 PM
To: Diana Lakeman
Subject: RE: victualer incident report

They are both clear. Thank you,

Craig Worster

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

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From: Diana Lakeman <townclerk@millinocket.org>
Sent: Friday, May 08, 2020 4:42 PM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: victualer incident report

Requesting incident reports for the following businesses to bring to council order on May 14, 2020 for victualer license applications, if applicable:

- Christopher Carr, Katahdin Services, d/b/a Pamola motor lodge, 973 Central.
- Thomas St John, The Blue Ox Saloon, 61 Penobscot Ave.

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

PROVIDING FOR: Transfer of funds for \$25,000.

IT IS ORDERED that the Millinocket Town Council approve the transfer of funds in the amount of \$21,890 from Account E11300-9504 (Capital Budget Rescue sled and Trailer), and \$3,110 from Account R0101-0151 (Administration Miscellaneous Revenue), to replace the antiquated exhaust system in the Fire Department.

PASSED BY THE COUNCIL: _____

ATTEST: _____

John Davis

From: Mary Alice Cullen
Sent: Friday, May 08, 2020 9:24 AM
To: John Davis
Cc: Tom Malcolm; Jody Nelson
Subject: Orders for Capital Expenditures FY20 for next Council Meeting

E1300-9504 Capital Improvements \$25,000 for Fire Station Exhaust System

Money will come from unspent Capital Budget in this account for Rescue Sled and Trailer and Generator are \$21,890 and Balance of the funds will come from the funds received for the old equipment sold \$4,728 (R0101-0151 Administration Miscellaneous Revenue)

New Windows for Fire Station - \$2,500

Transfer \$2,500 from E0206-4402 (Community Services - Street Lights) to E1300-9504 (Capital Improvements – Budgeted Capital)

Pool Valves and Acid Wash Work - \$8,095

Reassign \$8,095 from the \$27,200 Capital Budget for Playground Timbers & Safety Surface to cover these repairs E1300-9504 (Capital Improvements – Budgeted Capital)

From: Tom Malcolm <ChiefMalcolm@millinocket.org>
Sent: Monday, February 17, 2020 12:13 PM
To: John Davis <manager@millinocket.org>
Cc: Lori Santerre <humanresource@millinocket.org>; Mary Alice Cullen <treasurer@millinocket.org>
Subject: Exhaust system for Fire Station

John,

Have continued to work on the issues with the existing exhaust removal system at the Fire Station, this system was installed in the early 90's and throughout the years had little to no maintaince. It was robbed over the years and has been out of service since around 2011 recently we were able to get it running and at least hooked up to one of our ambulance and one fire truck. As you know there was a complaint filed from the Union addressing this problem and we started to look into repairs and or replacement. Have had two companies look at it and one was not at all interested in trying to repair this system and was talking around \$50,000.00 to install a new system. The second company that I have been talking with was able to locate so of the items needed to get the system back up and going and was still looking into some of the electrical components that they were not able to find, they are looking at \$20,000.00 to get it up and going with used parts and the old technology. This company also gave me some information on another system that could be put in new and would be able to use most of the existing mounting areas and make it work in our cramped space. This unit is a Magnegrip (Air Hawk Purification System) and they have given me you tube sites to look at it in action, this system has a couple of items that really impress me and lead me to looking into putting this system in to and replace the Neederman system that we now have. One of the major features of this unit is that it does not evacuate exhaust and heated air from the building but actually recycles it and therefore not pumping heated air out of the building during the winter months, also this unit has filters that you change and are able to perform service on yearly for maximum efficiency. The ball park quote on doing this including labor would be around \$25,000.00 and with the monies we were able to save on the snow sled, trailer and generator from our Capital project which is \$21,890.00 and the sale of the old snow sled, trailer and generator of \$ 4,728.69 we would have \$26,618.69 and could look at getting this completed in this budget year. Thoughts? Thanks.

ORDER #83-2020

PROVIDING FOR: Transfer of funds.

IT IS ORDERED that the Millinocket Town Council approve the transfer of funds in the amount of \$2,500 from Account E02060-4402 (Community Services-Street Lights) to E1300-9504 (Capital Improvements-Budgeted Capital), to renovate the window frames at the Fire Station.

PASSED BY THE COUNCIL: _____

ATTEST: _____

ORDER #84-2020

PROVIDING FOR: Transfer of funds.

IT IS ORDERED that the Millinocket Town Council approves the transfer of funds in the amount of \$8,095 from Account E1300-9504 (Capital Improvements-Budget Capital) to replace valves at the pool and acid wash the interior of the pool while it is empty.

PASSED BY THE COUNCIL: _____

ATTEST: _____

PROVIDING FOR: Acceptance of grant funds.

IT IS ORDERED that the Millinocket Town Council accept grant funds in the amount of \$5,000 from the AARP Challenge Grant.

NOTE: Chair McEwen and Jane Danforth worked on this grant as part of the Age-Friendly Committee and plan to submit the application on Friday, May 15, 2020.

PASSED BY THE COUNCIL: _____

ATTEST: _____

John Davis

From: Cody McEwen <cody.mcewen@maine.edu>
Sent: Monday, May 11, 2020 5:15 PM
To: John Davis
Subject: AARP Challenge Grant

John,

Could you add an order to the agenda please?

It would be an order to accept grant funds in the amount of \$5,000 for the AARP Challenge Grant.

Jane and I have been working on it in Age-Friendly. We hope to have an application ready to submit for this coming Friday.

Best,

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

[Attention! This email originates from outside of the organization. Do not open attachments or click links unless you are sure this email comes from a known sender.]

PROVIDING FOR: Acceptance of CARES Act Grant Funds.

IT IS ORDERED that the Millinocket Town Council accept grant funds in the amount of \$30,000 for expenditures at the Millinocket Municipal Airport pursuant to the conditions of the Coronavirus Aid, Relief, & Economic Security Act (CARES Act); and

IT IS FURTHER ORDERED that the actions of the Town Manager in filing the application for the grant, including all understandings and assurances contained therein, are ratified and confirmed and that the Town Manager is directed to act as official representative of the Town concerning the application and grant and he is authorized to provide such additional information as may be required and to comply with all grant conditions in administration of the grant.

PASSED BY THE COUNCIL: _____

ATTEST: _____



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
New England Region
Connecticut, Massachusetts, Maine, New
Hampshire, Rhode Island, & Vermont

3-23-0030-022-2020
FAA ANE-600
1200 District Ave
Burlington, MA 01803

CARES Act Grant Transmittal Letter

May 11, 2020

Mr. Harold Davis
Town Manager
c/o Millinocket Municipal Airport
197 Penobscot Ave.
Millinocket, Maine 04462

Dear Mr. Davis:

Please find the following electronic CARES Act Grant Offer, Grant No. 3-23-0030-022-2020 for Millinocket Municipal Airport. This letter outlines expectations for success. Please read and follow the instructions carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the grant, followed by the attorney's certification, **no later than July 1, 2020** in order for the grant to be valid.
- c. You may not make any modification to the text, terms or conditions of the grant offer.
- d. The grant offer must be electronically signed by the sponsor's legal signatory authority and then the grant offer will be routed via email to the sponsor's attorney. Once the attorney has electronically attested to the grant, an email with the executed grant will be sent to all parties.

Subject to the requirements in 2 CFR § 200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System. The terms and conditions of this agreement require you drawdown and expend these funds within four years.

An airport sponsor may use these funds for any purpose for which airport revenues may be lawfully used. CARES grant recipients should follow the FAA's Policy and Procedures Concerning the Use of Airport Revenues ("Revenue Use Policy"), 64 Federal Register 7696 (64 FR 7696), as amended by 78 Federal Register 55330 (78 FR 55330). The Revenue Use Policy defines permitted uses of airport revenue. In addition to the detailed guidance in the Revenue Use Policy, the CARES Act states the funds may not be used for any purpose not related to the airport.

With each payment request you are required to upload directly to Delphi:

- An invoice summary, even if you only paid a single invoice, and
- The documentation in support of each invoice covered in the payment request.

For the final payment request, in addition to the requirement listed above for all payment requests, you are required to upload directly to Delphi:

- A final financial report summarizing all of the costs incurred and reimbursed, and

- An SF-425, and
- A narrative report.

The narrative report will summarize the expenses covered by the CARES Act funds and state that all expenses were in accordance with the FAA's Policy and Procedures Concerning the Use of Airport Revenues and incurred after January 20, 2020.

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

Once you have drawn down all funds and uploaded the required documents to Delphi, notify Julie Seltsam-Wilps by email that the grant is administratively and financially closed. Julie Seltsam-Wilps is readily available to assist you and your designated representative with the requirements stated herein. We sincerely value your cooperation in these efforts.

Sincerely,


Julie Seltsam-Wilps (May 11, 2020)

Julie Seltsam-Wilps

Deputy Director, Airports Division

[ADO has discretion to delegate signature authority to Program Manager]



U.S. Department
of Transportation
Federal Aviation
Administration

CARES ACT AIRPORT GRANTS AGREEMENT

Part I - Offer

Federal Award Offer Date May 11, 2020

Airport/Planning Area Millinocket Municipal Airport

CARES Grant Number 3-23-0030-022-2020

Unique Entity Identifier 051578318

TO: Town of Millinocket, ME
(herein called the "Sponsor")

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Coronavirus Aid, Relief, and Economic Security Act (CARES Act or "the Act") Airports Grants Application (herein called the "Grant") dated April 30, 2020, for a grant of Federal funds at or associated with the Millinocket Municipal Airport, which is included as part of this Grant Agreement; and

WHEREAS, the Sponsor has accepted the terms of FAA's Grant offer;

WHEREAS, in consideration of the promises, representations and assurances provided by the Sponsor, the FAA has approved the Grant Application for the Millinocket Municipal Airport, (herein called the "Grant") consisting of the following:

This Grant is provided in accordance with the CARES Act, as described below, to provide eligible Sponsors with funding to help offset a decline in revenues arising from diminished airport operations and activities as a result of the COVID-19 Public Health Emergency. CARES Act Airport Grants amounts to specific airports are derived by legislative formula.

The purpose of this Grant is to maintain safe and efficient airport operations. Funds provided under this Grant Agreement must only be used for purposes directly related to the airport. Such purposes can include the reimbursement of an airport's operational and maintenance expenses or debt service payments. CARES Act Airport Grants may be used to reimburse airport operational and maintenance expenses directly related to Millinocket Municipal Airport incurred no earlier than January 20, 2020. CARES Act Airport Grants also may be used to reimburse a Sponsor's payment of debt service where such payments occur on or after April 14, 2020. Funds provided under the Grant will be governed by the same principles that govern "airport revenue." New airport development projects may not be funded

with this Grant unless and until the Grant Agreement is amended or superseded by a subsequent agreement that addresses and authorizes the use of funds for the airport development project.

NOW THEREFORE, in accordance with the applicable provisions of the CARES Act, Public Law 116-136, the representations contained in the Grant Application, and in consideration of, (a) the Sponsor's acceptance of this Offer; and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Grant and in compliance with the conditions as herein provided,

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100% percent of the allowable costs incurred as a result of and in accordance with this Grant Agreement.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$30,000.
2. **Period of Performance.** The period of performance shall commence on the date the Sponsor formally accepts this agreement. The end date of the period of performance is 4 years (1,460 calendar days) from the date of acceptance.

The Sponsor may only charge allowable costs for obligations incurred prior to the end date of the period of performance (2 CFR § 200.309). Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 90 calendar days after the end date of the period of performance (2 CFR § 200.343).

The period of performance end date shall not affect, relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.

3. **Unallowable Costs.** The Sponsor shall not seek reimbursement for any costs that the FAA has determined to be unallowable under the CARES Act.
4. **Indirect Costs - Sponsor.** The Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the Grant Application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages only.
5. **Final Federal Share of Costs.** The United States' share of allowable Grant costs will be 100%.
6. **Completing the Grant without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the Grant without undue delays and in accordance with this Grant Agreement, the CARES Act, and the regulations, policies, standards and procedures of the Secretary of Transportation ("Secretary"). Pursuant to 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from funding eligible expenses under the Grant that exceeds three months and request prior approval from FAA. The report must include a reason for the stoppage. The Sponsor agrees to comply with the attached assurances, which are part of this agreement and any addendum that may be attached hereto at a later date by mutual consent.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.

8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs unless this offer has been accepted by the Sponsor **on or before July 1, 2020**, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner, including uses that violate this Grant Agreement, the CARES Act or other provision of applicable law. For the purposes of this Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement(s). The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or relate to this Grant Agreement, including, but not limited to, any action taken by a Sponsor related to or arising from, directly or indirectly, this Grant Agreement.
11. **System for Award Management (SAM) Registration And Universal Identifier.** Unless the Sponsor is exempted from this requirement under 2 CFR § 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
13. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
14. **Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any expense for which funds are provided under this Grant. The Sponsor will include a provision implementing applicable Buy American statutory and regulatory requirements in all contracts related to this Grant Agreement.
15. **Audits for Private Sponsors.** When the period of performance has ended, the Sponsor must provide a copy of an audit of this Grant prepared in accordance with accepted standard audit practices, such audit to be submitted to the applicable Airports District Office.
16. **Audits for Public Sponsors.** The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA.

17. Suspension or Debarment. When entering into a “covered transaction” as defined by 2 CFR § 180.200, the Sponsor must:

- A. Verify the non-federal entity is eligible to participate in this Federal program by:
 - 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-federal entity is excluded or disqualified; or
 - 2. Collecting a certification statement from the non-federal entity attesting the entity is not excluded or disqualified from participating; or
 - 3. Adding a clause or condition to covered transactions attesting the individual or firm is not excluded or disqualified from participating.
- B. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g. sub-contracts).
- C. Immediately disclose to the FAA whenever the Sponsor (1) learns the Sponsor has entered into a covered transaction with an ineligible entity, or (2) suspends or debar a contractor, person, or entity.

18. Ban on Texting While Driving.

- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 - 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to this Grant or subgrant.
 - 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- B. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts and subcontracts.

19. Trafficking in Persons.

- A. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not –
 - 1. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - 2. Procure a commercial sex act during the period of time that the award is in effect; or
 - 3. Use forced labor in the performance of the award or subawards under the award.
- B. The FAA as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity –
 - 1. Is determined to have violated a prohibition in paragraph A of this award term; or

2. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph A.1 of this award term through conduct that is either –
 - a. Associated with performance under this award; or
 - b. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, “OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement),” as implemented by the FAA at 2 CFR Part 1200.
3. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph A during this award term.
4. Our right to terminate unilaterally that is described in paragraph A of this section:
 - a. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7104(g)), and
 - b. Is in addition to all other remedies for noncompliance that are available to the FAA under this award.

20. Employee Protection from Reprisal.

A. Prohibition of Reprisals —

1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:
 - a. Gross mismanagement of a Federal grant;
 - b. Gross waste of Federal funds;
 - c. An abuse of authority relating to implementation or use of Federal funds;
 - d. A substantial and specific danger to public health or safety; or
 - e. A violation of law, rule, or regulation related to a Federal grant.
2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - a. A member of Congress or a representative of a committee of Congress;
 - b. An Inspector General;
 - c. The Government Accountability Office;
 - d. A Federal office or employee responsible for oversight of a grant program;
 - e. A court or grand jury;
 - f. A management office of the grantee or subgrantee; or
 - g. A Federal or State regulatory enforcement agency.
3. Submission of Complaint — A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
4. Time Limitation for Submittal of a Complaint — A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
5. Required Actions of the Inspector General — Actions, limitations, and exceptions of the Inspector General’s office are established under 41 U.S.C. § 4712(b).

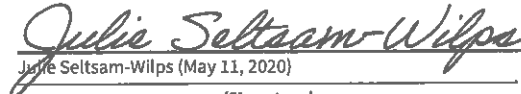
6. **Assumption of Rights to Civil Remedy** — Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).
21. **Limitations.** Nothing provided herein shall be construed to limit, cancel, annul, or modify the terms of any Federal grant agreement(s), including all terms and assurances related thereto, that have been entered into by the Sponsor and the FAA prior to the date of this Grant Agreement.

SPECIAL CONDITIONS

1. **ARFF and SRE Equipment and Vehicles.** The Sponsor agrees that it will:
 - A. House and maintain the equipment in a state of operational readiness on and for the airport;
 - B. Provide the necessary staffing and training to maintain and operate the vehicle and equipment;
 - C. Restrict the vehicle to on-airport use only;
 - D. Restrict the vehicle to the use for which it was intended; and
 - E. Amend the Airport Emergency Plan and/or Snow and Ice Control Plan to reflect the acquisition of a vehicle and equipment.
2. **Equipment or Vehicle Replacement.** The Sponsor agrees that it will treat the proceeds from the trade-in or sale of equipment being replaced with these funds as airport revenue.
3. **Off-Airport Storage of ARFF Vehicle.** The Sponsor agrees that it will:
 - A. House and maintain the vehicle in a state of operational readiness for the airport;
 - B. Provide the necessary staffing and training to maintain and operate the vehicle;
 - C. Restrict the vehicle to airport use only;
 - D. Amend the Airport Emergency Plan to reflect the acquisition of the vehicle;
 - E. Within 60 days, execute an agreement with local government including the above provisions and a provision that violation of said agreement could require repayment of Grant funding; and
 - F. Submit a copy of the executed agreement to the FAA.
4. **Equipment Acquisition.** The Sponsor agrees that it will maintain Sponsor-owned and -operated equipment and use for purposes directly related to the airport.
5. **Utilities Proration.** For purposes of computing the United States' share of the allowable airport operations and maintenance costs, the allowable cost of utilities incurred by the Sponsor to operate and maintain airport(s) included in the Grant must not exceed the percent attributable to the capital or operating costs of the airport.
6. **Utility Relocation in Grant.** The Sponsor understands and agrees that:
 - A. The United States will not participate in the cost of any utility relocation unless and until the Sponsor has submitted evidence satisfactory to the FAA that the Sponsor is legally responsible for payment of such costs;
 - B. FAA participation is limited to those utilities located on-airport or off-airport only where the Sponsor has an easement for the utility; and
 - C. The utilities must serve a purpose directly related to the Airport.

The Sponsor's acceptance of this Offer and ratification and adoption of the Grant Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the CARES Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Grant and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**


Julie Seltsam-Wilps (May 11, 2020)
(Signature)

Julie Seltsam-Wilps
(Typed Name)

Deputy Director, ANE ARP
(Title of FAA Official)

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Grant Application and incorporated materials referred to in the foregoing Offer under Part II of this Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Grant Application.

I declare under penalty of perjury that the foregoing is true and correct.

Dated

Town of Millinocket, ME

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By:

(Typed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Maine. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the CARES Act. The Sponsor understands funding made available under this Grant Agreement may only be used to reimburse for airport operational and maintenance expenses, and debt service payments. The Sponsor further understands it may submit a separate request to use funds for new airport/project development purposes, subject to additional terms, conditions, and assurances. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____

By:

(Signature of Sponsor's Attorney)

CARES ACT ASSURANCES**AIRPORT SPONSORS**

A. General.

1. These assurances are required to be submitted as part of the application by sponsors requesting funds under the provisions of the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act or "the Act"), Public Law 116-136. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
2. Upon acceptance of this Grant offer by the sponsor, these assurances are incorporated into and become part of this Grant Agreement.

B. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this Grant that:

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Grant including but not limited to the following:

FEDERAL LEGISLATION

- a. Federal Fair Labor Standards Act — 29 U.S.C. 201, et seq.
- b. Hatch Act — 5 U.S.C. 1501, et seq.
- c. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.
- d. National Historic Preservation Act of 1966 — Section 106 - 16 U.S.C. 470(f).
- e. Archeological and Historic Preservation Act of 1974 — 16 U.S.C. 469 through 469c.
- f. Native Americans Grave Repatriation Act — 25 U.S.C. Section 3001, et seq.
- g. Clean Air Act, P.L. 90-148, as amended.
- h. Coastal Zone Management Act, P.L. 93-205, as amended.
- i. Flood Disaster Protection Act of 1973 — Section 102(a) - 42 U.S.C. 4012a.
- j. Title 49, U.S.C., Section 303, (formerly known as Section 4(f)).
- k. Rehabilitation Act of 1973 — 29 U.S.C. 794.
- l. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).
- m. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).
- n. Age Discrimination Act of 1975 — 42 U.S.C. 6101, et seq.
- o. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- p. Architectural Barriers Act of 1968 — 42 U.S.C. 4151, et seq.
- q. Power plant and Industrial Fuel Use Act of 1978 — Section 403- 2 U.S.C. 8373.

- r. Contract Work Hours and Safety Standards Act — 40 U.S.C. 327, et seq.
- s. Copeland Anti-kickback Act — 18 U.S.C. 874.1.
- t. National Environmental Policy Act of 1969 — 42 U.S.C. 4321, et seq.
- u. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- v. Single Audit Act of 1984 — 31 U.S.C. 7501, et seq.
- w. Drug-Free Workplace Act of 1988 — 41 U.S.C. 702 through 706.
- x. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

EXECUTIVE ORDERS

- a. Executive Order 11246 – Equal Employment Opportunity
- b. Executive Order 11990 – Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 – Intergovernmental Review of Federal Programs
- e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction
- f. Executive Order 12898 – Environmental Justice
- g. Executive Order 13788 – Buy American and Hire American
- h. Executive Order 13858 – Strengthening Buy-American Preferences for Infrastructure Projects

FEDERAL REGULATIONS

- a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.
- d. 28 CFR Part 35 – Discrimination on the Basis of Disability in State and Local Government Services.
- e. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- f. 29 CFR Part 1 – Procedures for predetermination of wage rates.
- g. 29 CFR Part 3 – Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.
- h. 29 CFR Part 5 – Labor standards provisions applicable to contracts covering Federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).
- i. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally assisted contracting requirements).
- j. 49 CFR Part 20 – New restrictions on lobbying.

- k. 49 CFR Part 21 – Nondiscrimination in Federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
- l. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Program .49 CFR Part 27 — Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.
- m. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- n. 49 CFR Part 30 – Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- o. 49 CFR Part 32 – Government-wide Requirements for Drug-Free Workplace (Financial Assistance).
- p. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- q. 49 CFR Part 41 – Seismic safety of Federal and Federally assisted or regulated new building construction.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations, or circulars are incorporated by reference in this Grant Agreement.

1. Purpose Directly Related to the Airport

It certifies that the reimbursement sought is for a purpose directly related to the airport.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this Grant, and to finance and carry out the proposed grant; that an official decision has been made by the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this Grant and to finance and carry out the proposed Grant and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Good Title.

It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

4. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant

Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish, or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

- b. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with this Grant Agreement.
- c. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations, and the terms and conditions of this Grant Agreement.

5. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all Grant accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the Grant in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the Grant supplied by other sources, and such other financial records pertinent to the Grant. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a Grant or relating to the Grant in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

6. Exclusive Rights.

The sponsor shall not grant an exclusive right to use an air navigation facility on which this Grant has been expended. However, providing services at an airport by only one fixed-based operator is not an exclusive right if—

- a. it is unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide the services; and
- b. allowing more than one fixed-based operator to provide the services requires a reduction in space leased under an agreement existing on September 3, 1982, between the operator and the airport.

7. Airport Revenues.

This Grant shall be available for any purpose for which airport revenues may lawfully be used. CARES Act Grant funds provided under this Grant Agreement will only be expended for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport(s) subject to this agreement and all applicable addendums.

8. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

9. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this Grant.

- a. Using the definitions of activity, facility, and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR Part 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.

b. Applicability

1. **Programs and Activities.** If the sponsor has received a grant (or other Federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
2. **Facilities.** Where it receives a grant or other Federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
3. **Real Property.** Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
2. So long as the sponsor retains ownership or possession of the property.

Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests for Proposals for work, or material under this Grant and in all proposals for agreements, including airport concessions, regardless of funding source:

"The Town of Millinocket, ME, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

d. Required Contract Provisions.

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.
2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - A. For the subsequent transfer of real property acquired or improved under the applicable activity, grant, or program; and
 - B. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, grant, or program.
- e. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- f. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

10. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any activity that uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

11. Acquisition Thresholds.

The FAA deems equipment to mean tangible personal property having a useful life greater than one year and a per-unit acquisition cost equal to or greater than \$5,000. Procurements by micro-purchase means the acquisition of goods or services for which the aggregate dollar amount does not exceed \$10,000. Procurement by small purchase procedures means those relatively simple and informal procurement methods for securing goods or services that do not exceed the \$250,000 threshold for simplified acquisitions.