

TENTATIVE AGENDA
REGULAR COUNCIL MEETING IN COUNCIL CHAMBERS
THURSDAY, MAY 28TH, 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 April 23, 2020 Regular Council Meeting.

OLD BUSINESS:

NEW BUSINESS:

5. Special Presentations: N/A
6. Town Manager's Report
7. ORDER #90-2020 Execution of the Warrant for May 21, 2020
8. ORDER #91-2020 Execution of the Warrant for May 28, 2020
9. ORDER #92-2020 Approval of Victualer's License Application (NTC)
10. ORDER #93-2020 Approval of Victualer's License Application (Mainely Coffee)
11. ORDER #94-2020 Approval of Victualer's License Application (AT Cafe)
12. ORDER #95-2020 Approval of Award of Line Striping Bid
13. Reports and Communications:
 - a. Warrant Committee for June 11, 2020 Council Meeting: Chair McEwen and Councilor Pelletier.
 - b. Chair's Committees Reports
 - c. Two Minute Public Comment
14. Adjournment:

****The Town of Millinocket will enforce Social Distancing Mandate Regulations. Public Comments and Zoom attendance requests 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****

April 23, 2020

The Regular meeting and public hearings of the Millinocket Town Council was brought to order by Chair McEwen in Council Chambers at 4:30 pm.

Roll Call:

Town Council Members Present:

Pelletier	Pray
Jackson	Stratton
Madore	Golieb
McEwen	

Also present were: Town Manager John Davis, Town Clerk Diana M. Lakeman, Fire Chief Thomas Malcolm via hallway, Code Enforcement Richard Angotti, Police Chief Craig Worster via hallway, Media Ben Barr, 1 in public.

Pledge of Allegiance

Adjustments to the Agenda: Manager's report additions

OLD BUSINESS: Chair McEwen asks if interest to remove orders #52-2020 through #54-2020 from table, seeing no interest, orders die on the table with suggestion from chair to revisit once a resolution with concerns of unpaid personal property tax.

NEW BUSINESS

Approval of the Minutes of the March 26, 2020 and April 9, 2020 regular town council meetings and public hearings
Motion-Stratton Second-Madore Vote 7 -0

SPECIAL PRESENTATIONS: Eldon Doody – CDBG grant discussion pertaining to LED light fixtures, Doody notes some light fixtures will need new bases and some will need to be replaced all together, addition of receptacles at Veteran's memorial park for vendor and citizen use, shares anticipation to proceed with upgrading ideas with acceptance of grant monies. Council as a whole share appreciation of services to the town and all the outstanding accomplishments thus far while sharing suggestion to use Tom Malcolm as a resource and include in conversation.

Read order out of rotation:

***AMENDED - ORDER #67-2020 PROVIDING FOR:** Acceptance of CDBG grant funds for downtown revitalization. IT IS ORDERED that the Millinocket Town Council accept CDBG grant funds in the amount of \$300,000 for a downtown revitalization project.

IT IS FURTHER ORDERED that the Council accept the plan engineered by Eldon Doody to improve lighting for Penobscot Avenue, Veteran's Park, and Outlet Stations in the Park, at a total cost of ***\$323,506 and to not allow the final value to exceed \$400,000.**

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

Motion by Madore to amend order to \$323,506 and to not allow the final value to exceed \$400,000. second by Stratton, vote on amendment 7-0.

PUBLIC HEARING IN @ 4:55 PM -2nd Reading

ORDINANCE #4-2020 PROVIDING FOR: An Adoption of Chapter 39 of the Code of the Town of Millinocket concerning Marijuana.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MILLINOCKET that the attached Marijuana Ordinance is hereby adopted as Chapter 39 of the Millinocket Code.

IT IS FURTHER ORDAINED that the Town Clerk make appropriate changes to incorporate this chapter into the Millinocket Code and distribute new pages to all persons known to have a copy of the Code.

§39-1

TOWN OF MILLINOCKET

§39-1

Chapter 39

Marijuana

Article 1

Recreational Marijuana

39-1-1 Authority

39-1-2 Definitions

39-1-3 Prohibition on Retail Marijuana Establishments
39-1-4 Effective Date; duration
30-1-5 Penalties

Article 2

Medical Marijuana

39-2-1 Medical Marijuana Registered Dispensaries

Article 3

Adult use Home Cultivation

39-3-1 Purpose

39-3-2 Authority

39-3-3 Definitions

39-3-4 Limitation on Adult Use Home Cultivation

39-3-5 No Authorization for Activities Other Than Home Cultivation

39-3-6 Home Cultivation Must Comply With State Law

39-3-7 Not Applicable to Marijuana Cultivation for Medical Purposes

39-3-8 No Local Authorization for Commercial Marijuana Establishments

39-3-9 Effective Date; Duration

39-3-10 Penalties

§39-1

CODE

§39-1

Town of Millinocket

Chapter 39

Retail Marijuana Establishments and Retail Marijuana Social Clubs

Section 39-1-1 Authority.

This ordinance is enacted pursuant to the Marijuana Legalization Act, 7 M.R.S.A. c. 417; and Municipal Home Rule Authority, Me. Const., art. VIII, pt. 2; and 30-A M.R.S.A. § 3001.

Section 39-1-2 Definitions.

For purposes of this ordinance, retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities and retail marijuana testing facilities, and retail marijuana social clubs are defined as set forth in 7 M.R.S.A. § 2442.

Section 39-1-3 Prohibition on Retail Marijuana Establishments and Retail Marijuana Social Clubs.

Retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities, and retail marijuana testing facilities, and retail marijuana social clubs, are expressly prohibited in the Town of Millinocket.

No person or organization shall develop or operate a business that engages in retail or wholesale sales of a retail marijuana product, as defined by 7 M.R.S.A. § 2442.

Nothing in this ordinance is intended to prohibit any lawful use, possession or conduct pursuant to the Maine Medical Use of Marijuana Act, 22 M.R.S.A. c. 558-C.

Section 39-1-4 Effective date; duration.

This ordinance shall take effect immediately upon enactment by the municipal legislative body unless otherwise provided and shall remain in effect until it is amended or repealed.

Section 39-1-5 Penalties.

This ordinance shall be enforced by the Code Enforcement Officer / Police Department. Violations of this ordinance shall be subject to the enforcement and penalty provisions of 30-A M.R.S.A. § 4452.

§39-2

TOWN OF MILLINOCKET

§39-2

Article 2

Medical Marijuana

Section 39-2-1 Medical Marijuana Registered Dispensaries

- A. No Medical Marijuana Registered Dispensary as defined by 22 M.R.S. § 2422, shall be located within 1000 feet of the property line of a public or private school at the time application is made.
- B. No Medical Marijuana Registered Dispensary shall be located within 200 feet of the property line upon which the Dispensary is located and the nearest property line of any of the following which is in existence when an application for a Medical Marijuana Registered Dispensary is made:
- i. Church or other facility for religious worship,
 - ii. Licensed daycare facility
- C. No Medical Marijuana Registered Dispensary shall be located within 50 feet of the property line of a private residence at the time application is made.
- D. No more than two (2) Medical Marijuana Registered Facilities shall be located in the Town of Millinocket.
- E. Medical Marijuana Registered Dispensaries shall only be open for business between the hours of 8:00a.m. and 8:00p.m. daily.
- F. All exhaust fans and vents shall be brought above the eve of the roof line by 12" or per the manufactures installation instructions.
- G. Security measures at Medical Marijuana Registered Dispensaries shall include the following at a minimum:
- i. Security surveillance cameras installed and in operation twenty-four (24) hours a day, seven (7) days a week to monitor all entrances, along with the interior and exterior of the dispensary or facility, to discourage and facilitate the reporting of criminal acts and nuisance activities occurring on the property;
 - ii. Door and window intrusion, robbery and burglary alarm systems with an audible on- site system and Police Department notification components that are professionally monitored and maintained in good working condition, using hard line traditional telephone communications and cellular communication.
 - iii. A safe, lockable room must be present in the building and suitable for the storage of all prepared and/or processed marijuana and cash stored overnight in the dispensary or facility.
 - iv. Exterior lighting that illuminates all exterior walls of the licensed dispensary or facility; and
 - v. Deadbolt locks on all exterior doors and locks or bars on any other access point all security recordings shall be preserved for thirty (30) days by management of licensed dispensary.
- H. Inspections of the property and buildings will be conducted yearly by the Millinocket Police Department and Code Enforcement Officer.
- I. The operators of Medical Marijuana Registered Dispensaries shall obtain an annual business license from the Town of Millinocket after a successful inspection has been conducted and fee paid.
- i. Inspection and permitting fees for Medical Marijuana Registered Dispensary shall be \$500.00 per year.
- J. The consumption, ingestion or inhalation of medical marijuana on or within the property of a Medical Marijuana Registered Dispensary is prohibited; provided, however, that a Medical Marijuana Registered Dispensary employee who is a registered patient, as that term is defined in 22 M.R.S. § 2422 (12), as the same may be amended from time to time, may consume medical marijuana inside the building(s) on the licensed property, if such consumption occurs via oral consumption and not by smoking. For purpose of the subsection, the term "licensed property" shall include the lot or parcel of the land upon which the Medical Marijuana Registered Dispensary is located.
- K. Visibility of activities; control of emissions; disposal plan for a Medical Marijuana Registered Facility shall be as follows:
- i. All activities of Medical Marijuana Registered Dispensaries including, without limitation, cultivation, growing, processing, displaying, selling and storage shall be conducted indoors.
 - ii. No marijuana or paraphernalia shall be displayed or kept in a dispensary or facility so as to be visible from outside the building (s).
 - iii. Sufficient measures and means of preventing smoke, debris, dust, fluids and other substances from exiting a dispensary or facility must be provided at all times. Sufficient measures shall be provided for the proper disposal of all such materials, items and other substances in a safe, sanitary and secure manner and in accordance with all applicable state and local laws and regulation.
 - iv. All Medical Marijuana Registered Dispensaries shall have in place an operation plan for proper disposal of marijuana related byproducts.
- L. Objectionable Odor Determination.

- i. An odor will be deemed objectionable and is a public nuisance when any of the following occurs:
 - a. The odor generated by the Medical Marijuana Registered Dispensary creates a public nuisance at common law; or
 - b. The noxious exhalations or offensive smells from the Medical Marijuana Registered Dispensary or Medical Marijuana Cultivation Facility is injurious and dangerous to the health, comfort or property of individuals or the public.
- ii. Compliance. No Medical Marijuana Registered Dispensary or Medical Marijuana Cultivation Facility shall be exempt from complying with the odor management standards contained in this Ordinance. The odor standards apply to all existing and future Medical Marijuana Registered Dispensaries except as otherwise provided herein.
- iii. Enforcement. In the event that the Code Enforcement Officer receives complaints that smells or odors are detectable beyond the property line, the following process shall be used to investigate and remedy the odor problem:
 - a. Within three (3) business days of receiving a complaint, the Code Enforcement Officer shall investigate the property to assess the situation and, if necessary, discuss odor compliance with the business operator, including but not limited to asking the business operator what is being done to mitigate odors. If the Code Enforcement Officer detects odor beyond the property lines, the Code Enforcement Department shall provide verbal and written warning to the business operator and instructions to comply with odor management provisions of this Ordinance. The Code Enforcement Officer shall require the business operator to remedy the odor problem and come into compliance with the provisions of this ordinance within five (5) business days.
 - b. If after five (5) business days the complaints persist and/or the Code Enforcement Officer continues to observe odor violations, the Code Enforcement Officer shall request the assistance of a law enforcement officer to investigate the complaints. If the Code Enforcement Officer and the law enforcement officer observe odor violations as described above, the Code Enforcement Officer shall notify the business operator of the violation in writing and require conformance within ten (10) business days.
 - c. If complaints persist and/or the Code Enforcement Officer and the Police Department continue to observe odor violations after the ten (10) business day period as described in Section 22.K.iii.b, the Code Enforcement Officer shall provide a second written notice of violation and require the business operator to submit a written report from a mechanical engineer with recommendations for modification/improvement of the ventilation system within thirty (30) days and installation of recommendations and compliance within forty-five (45) days.
 - d. If the business operator has not submitted the required report within thirty (30) days, or if the business operator has not submitted evidence of compliance within forty-five (45) days as described in Section 22.K.iii.c, the Code Enforcement Officer shall provide a third and final written notice of violation and turn the matter over to the Town Attorney for enforcement and imposition of penalties pursuant to 30-A M.R.S. §4452.
 - e. If the business operator has not submitted the required report within thirty (30) days as described in Section 22.K.iii.c or if the business operator has not submitted evidence of compliance within forty-five (45) days, the Town Council may suspend or decline to renew any medical marijuana establishment license or permit after notice and a public hearing.
- iv. Exemptions.
 - a. Complaints related to outdoor burning will be directed to and enforced by the Millinocket Fire Department as per 12 M.R.S. §9325.
 - b. Smoke or odors originating from the use of outdoor grills or wood, pellet or coal stoves or furnaces.

Note:

To be added to the Schedule of Uses in 125 Zoning Ordinance

Schedule of uses: Medical Marijuana Registered Dispensary Planning Board approval.

§39-3

CODE

§39-3

Town of Millinocket

Chapter 39.3

ADULT USE MARIJUANA HOME CULTIVATION

Section 39-3-1. Purpose.

The purpose of this ordinance is to regulate the home cultivation of adult use marijuana within the Town of Millinocket.

Section 39-3-2. Authority.

This Ordinance is enacted pursuant to the Marijuana Legalization Act, 28-B M.R.S. § 1502(3).

Section 39-3-3. Definitions.

For purposes of this ordinance, the following terms have the following meanings.

“Adult use” means the use of marijuana for recreational, non-medical purposes in accordance with the Marijuana Legalization Act, 28-B M.R.S. §§ 101-1504.

“Domicile” means a person’s established, fixed, permanent or ordinary dwelling place or legal residence to which, whenever the person is absent, the person has the intention of returning. A person may have only one domicile.

“Cultivate or Cultivation” means the planting, propagation, growing, harvesting, drying, curing, grading, trimming or other processing of marijuana.

“Home Cultivation” means the cultivation of adult use marijuana for personal use in accordance with the Marijuana Legalization Act, 28-B M.R.S. § 1502.

“Immature marijuana plant” means a marijuana plant that is not a mature marijuana plant or a seedling.

“Marijuana” means the leaves, stems, flowers and seeds of a marijuana plant, whether growing or not.

“Marijuana” does not include hemp as defined in Title 7, section 2231.

“Marijuana plant” means all species of the plant genus cannabis, including, but not limited to, a mother plant, a mature marijuana plant, an immature marijuana plant or a seedling. “Marijuana Plant” does not include hemp as defined in Title 7, section 2231.

“Mature marijuana plant” means a marijuana plant that is flowering.

“Own or Owned” means to have legal title in fee simple, evidenced by a deed or equivalent instrument.

“Own” does not include rental agreements, leasehold interests, easements or rights of way, licenses or permissions to use real estate.

“Parcel of land” means all contiguous land in the same ownership. Lands located on opposite sides of a public or private road are considered one parcel of land.

“Person” means a natural person.

“Seedling” means a marijuana plant that is not flowering, is less than 6 inches in height, and less than 6 inches in width.

Section 39-3-4. Limitation on Adult Use Home Cultivation.

A person 21 years of age or older may, for personal use, cultivate no more than three (3) mature marijuana plants, twelve (12) immature marijuana plants, and an unlimited number of seedlings, either on the parcel of land where the person is domiciled, or on a parcel of land within the municipality which the person owns but where the person is not domiciled, but not both.

A person may not cultivate marijuana for personal adult use on a parcel of land within the municipality that is not owned by the person and on which the person is not domiciled.

A person under 21 years of age may not cultivate marijuana.

Section 39-3-5. No Authorization for Activities Other Than Home Cultivation

This ordinance regulates only home cultivation of adult use marijuana. It does not authorize the transfer, sale, manufacture or processing of home cultivated adult use marijuana. Activities beyond home cultivation are subject to all applicable state and local land use and licensing requirements.

Section 39-3-6. Home Cultivation Must Comply With State Law.

All home cultivation must be done in accordance with the cultivation requirements and personal limits established by the Marijuana Legalization Act, 28-B M.R.S. § 1502. This ordinance does not authorize any home cultivation or related activity to be conducted in a manner that is prohibited by the Marijuana Legalization Act or any other applicable state law.

Section 39-3-7. Not Applicable to Marijuana Cultivation for Medical Purposes

This ordinance does not apply to the cultivation of marijuana for medical use by a qualifying patient, a caregiver, a registered caregiver, or a registered dispensary as authorized by the Maine Medical Use of

Marijuana Act, unless such qualifying patient, caregiver, registered caregiver, or registered dispensary is also a person engaging in home cultivation for personal adult use.

Section 39-3-8. No Local Authorization for Commercial Marijuana Establishments

This ordinance does not authorize the commercial cultivation, manufacture, sale, or testing of marijuana within the municipality by adult use establishment licensees as provided in 28-B M.R.S. § 402(1)(A), or caregiver retail stores, registered dispensaries, medical manufacturing facilities or testing facilities as provided in 22 M.R.S. § 2429-D(3).

Section 39-3-9. Effective Date; Duration.

This ordinance is effective immediately upon enactment by the municipal legislative body and shall remain in effect until it is amended or repealed.

Section 39-3-10. Penalties.

This ordinance shall be enforced by the Code Enforcement Officer / Police Department. Violations of this ordinance are subject to the enforcement and penalty provisions of 30-A M.R.S. § 4452.

Motion-Golieb Second- Madore Vote 2nd Reading 4/23/2020 6-1 (Pelletier/Opposed)

Code Enforcement clarifies originally written and taken from MMA with additions from similar communities noting allows Code officer and Police address issues.

Council discussion with majority in favor of ordinance as written with anticipation moving forward while thanking the Code officer and public input with reminders to public of call in number to join noting 1st Reading.

Public Comment: no public comment by call in.

Chair McEwen reads all emailed public comments and requests to be submitted into the minutes.

Council comments express all concerns are addressed as written although redundant, mimics state regulation clarifying restrictions and limitations with majority in support of as written.

Public Hearing Out @ 5:15pm

Town Manager Report: April 23, 2020

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

May 14, 2020

May 21, 2020

American Red Cross Blood Program – Community support has enabled the Red Cross to meet immediate needs. The Red Cross follows the highest standards of safety and infection control and implemented additional precautions to ensure the safety of donors. For detailed eligibility questions, call the Red Cross or visit redcrossblood.org. The term gatherings does not apply to blood drives conducted by the American Red Cross provided it implements and follows social distancing to the extent practicable in the administration of such drives.

Maine Municipal Association – Looking for recommendations for candidates to serve on the MMA Executive Committee. The MMA posted the statement of interest form on its website. Any municipal officer and city or town manager is eligible.

DEP Recycling Guidance – On March 26, 2020, Governor Mills issued Executive Order 24 which provides additional flexibility to solid waste facilities and municipalities managing their communities' solid wastes. This order was issued to address concerns from municipalities about sorting recyclable materials at local transfer stations and to allow facilities to adjust their operating hours to effectively process wastes while protecting their employees. The Town closed its recycle facility and advised the public to put everything in the hopper.

Governor's Mills Guidelines for Reopening the Economy – Governor Mills talks about how reopening the economy too soon will likely cause a secondary surge of COVID-19. The message of the President of the Federal Reserve Bank of Boston says the most important thing we can do to turn the economy around is defeat the virus. Maine is planning a phased-in reopening, tailored to the demographics and various economic sectors of the state. The governors urged the federal government to ensure that all states have the resources to follow the guidelines such as widespread testing, PPE, and contact tracing. The Governor plans to release details of the plan in the future.

Sewer Improvements – Line replacement and other upgrades scheduled to continue on New York and New Jersey Street, and we planned to get bids on Elm and Bates Street. In light of the COVID-19 crisis, the Wastewater Superintendent and I recommend these projects pushed out until next year.

Letter of Support for Scenic Byway – Does the Council approve?

Conference Call – Dick Angotti and I joined a webinar with some other town officials to discuss a data storage/disaster recovery center at the location of the former steam plant on the mill site. I will send you a copy of the presentation as soon as I receive it.

Summer Interns – Councilor Golieb would like to talk about summer interns and the possibility of them working remotely.

Plan for Reopening Clerk's Office – Chief Worster, Chief Malcolm, and I engaged in preliminary discussions about a procedure to open the Clerk's office when the time is right. The department heads have talked about

Department Updates

Public Works

Doing extensive cleaning of equipment and the facility.
Garage locked to the public.
High winds and rain caused flooding.
Picking up debris caused by felled trees.
Cleaning loose hot top, filling potholes, and sweeping streets.

Transfer Station

Recycle Center closed.
No changes in the disposal of tires, wood, metal, shingles, and yard waste.

Airport

FBO building closed to the public.
FAA requires the airport continues to operate.
Working with Maine DOT, Aviation Division, and FAA to remain in compliance with COVID-19 executive orders.

Cemetery

Remains closed.

Wastewater Treatment

Facility and pump stations functioning well.
Dealing with harsh weather conditions causing power outages, extended generator run time, and a high water alarm at the Main Pump Station.
Plan to start spring cleanup soon.
Continue to work modified schedule until threat of virus subsides.

Police Department

Responded to 331 calls from March 1, 2020, to March 31, 2020, compared to 337 incidents for this same time period in 2019.
Types of calls included OUIs, welfare checks, and family fights.
Chief providing coverage for vacations, short shifts, and transports.
Department working modified schedule to allow for double coverage during peak call hours.

Fire & Ambulance

One FF/Medic still out.
In constant communication with CDC and other state agencies to stay updated on virus. Attending Zoom meetings and other social media conferences for daily updates.
Provide Manager and department heads with daily updates.
Monitoring health and safety of department employees.
Fire station locked down to the public.

Health Officer

Participating in teleconferences and webinars concerning COVID-19.

Issue with tenant dumping trash in backyard.
Closed playgrounds.

Recreation Department

Applying for Gloria C. MacKenzie grant for recreation complex.
Received \$1,000 grant for softball uniforms.
Working from home.

Administration (primarily working from home. Two daily remote meetings with department heads).

Treasurer

Preparing budget. Ready to send to department heads.
Will mail out thirty-day notice for unpaid sewer bills dated 4/24/19 to 9/19/19 this week.

Tax Collector

Position vacant. An applicant originally accepted the job then had to decline due to a scheduling conflict.
Interviewing this week.

Code Enforcement Officer

Converting code book into an easier format.
Assisting with computer issues.
Performing code issues in conformance with COVID-19 guidelines.
Working extra hours to ensure job remains up to date.
Like to thank Manager and Council for their support.
Setting up Zoom connection for the town.

Town Clerk

In the office Mondays & Fridays.
Addressing emails.
Following virus guidelines.
Completed minutes for March 26 and April 4 Council meetings.

Processed end of month March reports
Preparing for July primary election.
Updating cemetery cards.

Human Resource/Welfare Director

A/P & payroll warrants.
Assisting Mobilize Katahdin with GA questions.
Working with GA clients via telephone.

Town Manager

In office Monday – Friday.
Answering phone calls.
Participating in Team meetings with department heads.
Completing CDBG downtown revitalization grant.
Pelletier: hopeful to proceed with sewer improvement project, great opportunity to utilize summer interns with grant, inquires if interns will work remotely, supports dedicate to sustainability, tax assessor/code enforcement.
Jackson: informs Red Cross blood programs are safe to attend and are a great cause, inquires with concern if same company will be used for sewer improvements, *TM informs not fully involved w/ further direction, favors letter of support, supports summer intern grant program, shares recommendation to Health Officer and public to self-check O2 levels daily concerning complications with Covid19.
Stratton: favors letter of support, inquires if enough available work for interns, supports working remotely,
Madore: inquires if revenues down concerning DEP recycle noting to keep in mind for budget, glad to see the sewer project is proceeding with supervision, favors letter of support, supports interns, supports plans to re-open clerk's office with manager's discretion, favors opening cemetery, congratulations to Rec dept receiving grant for uniforms with inquiries of the amount, anticipates Rec Dept to be proactive and hire lifeguards, inquires who proceeding with Tax Collector duties with department vacancy, TM states Town Clerk is processing reports, shares appreciation to staff.

Pray: notes Scenic By Way is currently dealing with federal legislation qualifying for federal funds, notes Zoom works well currently participating in meetings with MMA, suggests follow Governor's guidelines on reopening with the opinions of professionals and scientists makes the decisions to build the economy and beat the virus, supports summer interns, supports opening the clerk's office when deemed safe having efficient PPE for staff for protection from the public, informs increase reports of domestic violence is county/state wide, shares appreciation to staff.
McEwen: notes Tuesday, May 5th @ 2pm Executive Session- all available, favors letter of support, recommendation to the Town Manager to resume Project in July.
Council poll supports to proceed with zoom for future meetings being beneficial in these times while sharing concerns.

ORDER #64-2020 PROVIDING FOR: Execution of the Warrant for April 23, 2020
IT IS ORDERED that the Warrant for April 23, 2020 in the amount of \$36,320.80 is hereby approved.
Motion-Pelletier Second-Madore Vote 7-0

ORDER #65-2020 PROVIDING FOR: Approval of an Application for a Victualer License Application for the Hotel Terrace.
IT IS ORDERED that the attached application for a Victualer License is hereby approved for:
Brent Cole, 166 Connecticut Avenue
d/b/a
Hotel Terrace, 52 Medway Road.
Motion- Jackson Second-Stratton Vote 7-0

ORDER #66-2020 PROVIDING FOR: Approval of an Application for a Victualer License Application for the Millinocket Variety.
IT IS ORDERED that the attached application for a Victualer License is hereby approved for:
Daniel Nelson, 66 New Hampshire Street
d/b/a
Millinocket Variety, 112 Central Street.
Motion- Stratton Second- Madore Vote 7-0

ORDER #67-2020
(read out of rotation)

ORDER #68-2020 AN ORDER PROVIDING FOR: Second amendment to General Obligation Notes for replacement of sanitary sewers.
IT IS ORDERED, by the Town Council of the Town of Millinocket that a second amendment to the \$2,200,000 General Obligation Note dated May 16, 2018, and awarded to Maine Municipal Bond Bank, Augusta, Maine, by changing the maturity date to May 16, 2021, as shown on the attached Allonge, which is hereby adopted as if fully stated herein, and further to authorize the Treasurer and Chair of the Town Council to execute said Allonge and all other documents necessary to complete said second amendment. All other terms and conditions as stated in said General Obligation Note will remain the same.
IT IS ORDERED, by the Town Council of the Town of Millinocket that an second amendment to the \$805,000 General Obligation Note dated May 16, 2018, and awarded to Maine Municipal Bond Bank, Augusta, Maine, by changing the maturity date to May 16, 2021, as shown on the attached Allonge, which is hereby adopted as if fully stated herein, and further to authorize the Treasurer and Chair of the Town Council to execute said Allonge and all other documents necessary to complete said second amendment. All other terms and conditions as stated in said General Obligation Note will remain the same.
IT IS FURTHER ORDERED that the Town hereby irrevocably pledges the user fees, rates, assessments and other charges of the Town for the payment of the debt service on the Bond.
IT IS FURTHER ORDERED, that the Town hereby makes a general obligation pledge of its property tax revenues to be used in the event that the sewer and storm water rates, user fees, assessments and other charges levied on, and paid by ratepayers are not sufficient to meet the annual payments of principal and the semi-annual payments of interest on said securities until the debt created by the issuance and sale of said securities is extinguished.
Motion-Pray Second-Golieb Vote 7-0

Reports and Communications:

- a) The Warrant Committee for the May 14, 2020 Regular Town Council Meeting will be Councilor Stratton and Councilor Golieb
 - b) Chair's Committees Reports: Chair McEwen- no future scheduled meetings at this time, notes will be using Zoom for conferencing.
 - Economic Development committee: n/a
 - Age Friendly Committee: n/a
 - Events Committee meeting: n/a
 - Opioid & Mental Health Committee: n/a
 - Sustainable Sub-Committee: n/a
 - c) Two Minute Public Comments: n/a
- Chair McEwen shares appreciation to all town employees working from home and speaks out to the listening public, to take all State CDC recommendations seriously, follow all guidelines to protect yourself which intern protects the community, to be safe, social distance and stay home.
- d) Motion to adjourn at 6:16p.m. M- Madore S –Stratton Vote 7-0

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 28, 2020

- 1. Next Meetings – in Council Chambers at 4:30 p.m.**
 - A. June 11, 2020**
 - B. June 25, 2020**
- 2. Office of Governor Janet Mills –** The Governor's office had flags lowered in honor of service members who gave their lives in defense of Maine and the nation. Governor Mills also ordered that the United States and State of Maine flags flown at half-staff on Monday, May 25, 2020, until noon in honor of Memorial Day.
- 3. Chamber of Commerce Membership 2020-2021 –** Listed on the attached form are Municipality memberships. In what capacity does the Council want to join?
- 4. Curfew –** The Council discussed this issue a couple of meetings ago but took no action. I will put this on the agenda for the first reading at this meeting.
- 5. Jerry Pond –** Jerry Pond opened May 18, 2020. Public Works installed a "Swim at Your Own Risk" sign at the beach, the Fire Chief taped off the playground area and locked the bathroom door, & Public Works and the Recreation Department cleaned the area up. The gate is now open, and we caution people to follow the COVID-19 guidelines.
- 6. Fireworks –** Councilor Madore proposed the idea of having the fireworks on the Fourth of July, and after Councilors and members of the Events Committee responded to the idea, it is apparent that a majority of them agreed to have the fireworks as scheduled.

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

7. Plan to Reopen Town Office – On June 1, the Town Office will start registering new vehicles by appointment only. You can call the Town Manager's office at 207-723-7000, Ext. 5 to arrange an appointment. Masks and social distancing are mandatory for employees and members of the public. **The office will remain closed for other activities until further notice.**

8. Elm Street Maine Water Project – The Water Company wants to begin its repair work on Elm Street this summer. The town intended to wait to do the sewer work next summer due to concerns of COVID-19. Does the Council want to allow the Water Company to begin its project, and if so, do we want to submit bids for our sewer repairs?

9. Mainely Coffee – Roger and Sarah, owners of Mainely Coffee, want to put a cart in the area of Daigle's ice cream by the park. They have a generator but prefer to plug into power. I would like Council comment on this.

Department Updates

Public Works

- ✓ Sweeping streets, cleaning tree belts, sidewalks, & patching holes.
- ✓ Started painting lane dividers & crosswalks.
- ✓ Helped Rec Department clean up Jerry Pond.
- ✓ Installed banners with pictures of 2020 graduating class on light poles on Main Street.
- ✓ Helped cemetery crew mow grass to ensure the cemetery is orderly for Memorial Day. Hung flags on poles on Main Street.
- ✓ Repaired bricks on downtown sidewalks.

Wastewater Treatment

- ✓ Treatment facility and equipment running well.

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

- ✓ Started summer maintenance and testing.
- ✓ Summer employee back on the payroll.
- ✓ Continue to work separately during virus crisis.
- ✓ Revision Energy working out a few issues.

Police Department

- ✓ Chief still covering vacancies. Working on a modified schedule to have double coverage during peak hours.
- ✓ Performing bail checks and monitoring inmates out on conditions. This activity resulted in several arrests.
- ✓ Attempting to bail arrestees at the Millinocket Police Department. Doing this on an unsecured basis until virus guidelines lifted. This routine lessens the exposure of the police officers and saves money incurred by not transporting to Bangor.
- ✓ Burglary arrest made at interim library location at the Pelletier building resulted in a conviction and restitution to the library and two other buildings.
- ✓ Two cases ongoing. Issued a no trespass/harassment to a young man suspected on soliciting money from an elderly man & a case involving theft of IRS refund checks from a deceased person. Additional charges pending.
- ✓ A domestic assault that occurred in the past is in the hands of the District Attorney.

Fire & Ambulance

- ✓ One employee out. Chief filling vacancies on day shift.
- ✓ Constant communication with CDC in reference to COVID-19.
- ✓ Daily updates to Manager and department heads on status of virus in the state.
- ✓ Assuring crew is healthy both physically and mentally.
- ✓ Fire station still locked down to the public.
- ✓ Working with ME EMS to perform training.
- ✓ Ordered new exhaust system for the station and installation set to begin in June.
- ✓ Will conduct fire engine servicing and pump testing this month.

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

-
- ✓ 2015 Chevy ambulance still out of service. Autotronics discovered more issues while implementing painting repairs.

Health Officer

- ✓ Participating in teleconferences and webinars concerning the Coronavirus. Following protocols recommended by CDC, EMA, & Maine EMS.

Recreation

- ✓ Working primarily from home.
- ✓ Put out bid for dugout replacements.

Administration

Treasurer

- ✓ Working from home and office.
- ✓ Continue to work with department heads to develop policies to reopen the Town Office in June.
- ✓ The two credit card swipe machines arrived Friday for the window at the Clerk's office.
- ✓ Completed proposed FY21 budget and reconciled the changes between FY20 & FY21.
- ✓ Prepared a spreadsheet of major revenue trends comparing May 2020 to previous years. The major gap is with motor vehicle registration revenue which is lagging \$110,000 from May of 2019.

Tax Collector

- ✓ We hired Bryant Davis for the position of Tax Collector that Jesse Dumais vacated in early April. Mr. Davis will begin his employment on June 1. Please join us in welcoming him.

Tax Assessor

- ✓ Answering emails & phone calls.
- ✓ Assisting public with tax card information and other issues.

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

Code Enforcement Officer

- ✓ Working from home and office.
- ✓ Run Zoom meeting for Planning Board. Set up Zoom account for the town.
- ✓ Helping prepare reopening of Town Office.
- ✓ Issued permits.
- ✓ Performed building inspections while adhering to COVID-19 guidelines.
- ✓ Documenting dangerous buildings and property maintenance violations. Started writing letters to property owners.

Town Clerk

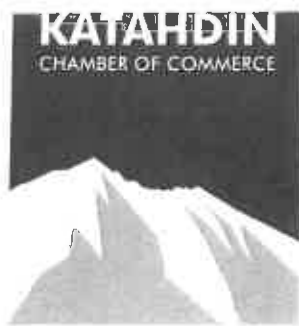
- ✓ Working from home and office.
- ✓ Busy answering phone & emails.
- ✓ Doing boat registration, vehicle re-registrations, vital records, & sorting mail.
- ✓ Preparing to open Clerk's office.

Human Resource/Welfare Director

- ✓ Working from home and office.
- ✓ Helping to prepare reopening of Town office.
- ✓ Assisting GA clients.
- ✓ Personnel issues.

Town Manager

- ✓ Preparing for Town Office to reopen.
- ✓ Personnel Issues.
- ✓ Answering phone & aiding public with registrations.
- ✓ Waiting for information from the state in reference to opening the pool for the summer.



Dear K.C.C. Member,

The value of a local Chamber of Commerce is exponential. Now, in some ways, more than ever. Local Chambers are the lifeline carrying crucial information to small businesses in rural areas like our Katahdin region. While the norm has been a focus on relocation and destination tourism, recent times have shifted that energy to the relationships we have at the level of State and National Chambers, Congress, the Department of Labor, and the Department of Economic and Community Development. The knowledge passed along from these relationships proves to be the key to success for many Chamber members.

We, the Board and staff of the Katahdin Chamber of Commerce, understand that the bulk of our loyal members are tourism-based businesses and are deeply affected by the COVID-19 pandemic. People are not traveling. We understand what an impact that has on not only our business members, but our community as well. From Medway to Millinocket, Patten, Mount Chase, and Island Falls, we are feeling the effects. Rest assured the Katahdin Chamber remains dedicated. Though our normal operations have changed drastically, we continue to serve the people of our region.

The KCC has been a viable source of information and navigation of disaster relief funding for Katahdin region businesses, both members and non-members. In times like these, we're all in it together. Members of our communities have received helpful knowledge on the newly adapted and evolving Unemployment Compensation program. Assistance programs seem to be popping up left and right and the Katahdin Chamber is staying in the loop, up to date, and ready to help.

The unfortunate part is, though these financial relief programs are great, none of them are available to Chambers of Commerce. This creates a hardship. Most of the total operating budget of our Chamber comes from dues paid by members and the sale of advertising on our website, visitor's guide, snowmobile trail map, etc. Many of our members are so drastically affected by this pandemic that we are expecting a major decrease in income.

Our visitor's information center is currently closed and we have cut back on expenses. Our Director is working from home and diligently reaching out to learn the assistance programs as they arise and change, passing that information along to the businesses in our community. The KCC is still here, just a little leaner and streamlined. ***We hope that the value of the Katahdin Chamber of Commerce is seen and that those who are able will continue to pay their upcoming membership dues. If not for our loyal community and business members we would not be able to do what we do.*** We will not turn anyone away from our services or communication. Just know that we are here and plan to be here for a long time. When we make it to the other side of this and are ready to come out of social distancing, there will be community celebrations and the Katahdin Chamber of Commerce will be at the forefront promoting businesses, organizations, and citizens throughout the Katahdin Region!

Sincerely,
Peter Jamieson – KCC Director

With the support of the Katahdin Chamber of Commerce Board of Directors:

President: Jamie Brundrett
Vice President: John Hafford
Treasurer: Michael Crowley
Secretary: Katie Carr

Past President: Gail Fanjoy
Julie Day
Tina Jamo
Deb Rountree

Will Cassio
John Lee
Karen Rockwell
Angela McNamara

Tom Malcolm

Membership Order Form 2020-2021



Date: _____

Please check one: ☐ Renewing Membership ☐ New Membership

BUSINESS MEMBERSHIP

1-3 Employees	4-10 Employees	11-20 Employees	21-49 Employees	50+ Employees
\$175	\$230	\$420	\$565	\$775

LOCAL COMMUNITY GROUP MEMBERSHIP

0-10 Employees	11-49 Employees	50+ Employees
\$150	\$300	\$450

MUNICIPALITIES MEMBERSHIP (based on population)

Under 1,000 people	1,000 to 2,000 people	2,000+ people
\$500	\$1,000	\$1,500

CORNERSTONE

\$2000 *

FRIEND OF CHAMBER

\$125

* Cornerstone Membership includes your logo displayed on all Chamber communications, free Mobile App Listing, free website ad and free basic membership for all associated organizations.

Additional advertising and marketing opportunities will be available through a separate mailing

Business Name: _____

Mailing Address: _____

Physical Address of Business: _____

Contact Name: _____

Email: _____ Telephone: _____

Website: _____

Description of Business: _____

Return this membership order form with payment to:
Katahdin Chamber of Commerce, 1029 Central St., Millinocket, ME 04462

TO: Town of Millinocket and Penobscot and Piscataquis County Unorganized Territory Residents

RE: COVID-19 IMPACT – New Vehicle Registrations

On June 1, the Town Office will start registering new vehicles by appointment. Please call the Town Manager's office at 207-723-7000, Ext. 5 to schedule an appointment. For your safety as well the Town employees, please wear a mask and maintain a distance of 6 feet from each other.

The Town Office doors will remain closed to all other public traffic until further notice; however, staff is onsite working. Please see the Town website, www.millinocket.org for information on payment options for various services. Please contact the Town Clerk (townclerk@millinocket.org) (207-723-7007) or Town Manager (207-723-7000, Ext. 5) with questions.

- **NEW* Town residents can re-register boats online. Please see the website for the link.**
- The Town Office will directly process re-registrations for boats or motor vehicles by mail. Please see the Town website for the process to follow or call the Town Clerk.**
- Please use the Dropbox located in the side entrance lobby of the Municipal Building to drop off payments or other paperwork as an alternative to mail.**

Thank you for your cooperation.

John Davis

From: Steve Golieb <stevegolieb@gmail.com>
Sent: Saturday, May 23, 2020 2:07 PM
To: John Davis; Cody McEwen
Subject: Downtown Food Truck

Hello John and Cody,

Roger and Sarah with Mainely Coffee spoke to me with an interest in putting their cart next to Daigles ice cream downtown and I said I'd reach out to you to ask the process for doing so. They have a generator but prefer to plug into power. Please advise.

Thanks!

Steve

[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.]



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 22, 2020

To: Harold Davis, Town Manager

From: Ralph Soucier, Public Works Director

Subject: Public Works Activity Report

Safety: Continue Covid-19 Safety Practices

Public Works:

Street sweeping, tree belts, and sidewalks have been completed once around. Patching pot holes. Started painting in lane dividers, crosswalks, and turn arrows. Put out line painting bid package for main run street line painting. Picking up mowing areas. Helped pick up Jerry Pond Area and graded dirt road. Posted swimming sign at the beach area. Locked changing and out house buildings. Putting up banners with school pictures on them for the School. PW had their mower at the Cemetery to help mowing sections before Holiday. Hung up American Flags on light poles. Repaired bricks on downtown sidewalks. Cutting limbs from wind damage.

Transfer Station:

Brush pile has been very busy. Called to have brush ground. May not be a market for the grindings. Will stock-pile material at the site. Transfer Site very busy with spring cleanups.

Airport:

Cares Act Grant Application has been signed and emailed back to the FAA. SRE Equipment Grant is in progress. August 2020 delivery date. Working on Master Plan and Airport Layout Plan Update with Hoyle Tanner. Air traffic picking up but need to be cautious due to Covid-19.

Cemetery: Very busy with grounds prep for Holiday and many requests for burials and stone setting from burials late last fall. Posted sign at the gate "Walk at your own risk – Mowing"

More and more walkers at the Cemetery every year. People just need to be careful staying distance from the crew doing maintenance.

Respectfully Submitted,
Ralph T. Soucier
Director Millinocket Public Works

MEMO

Millinocket Wastewater Treatment Facility

May 22, 2020

To: John Davis, Town Manager

From: Jim Charette, Superintendent

Re: WW Operations Report

The treatment facility and pump stations are all functioning well. Summer time maintenance has started along with added testing required during the summer months. Our summer time helper returned on 5/18/2020. We will continue to work separately while the virus threat exists. The Revision Energy project is still looming, they are still working out a few issues.

Memo

To: Town Manager
From: Chief of Police
CC: Town Council
Date: May 22, 2020
Re: Activity report

- *Duplicate —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.*
- *Duplicate —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 Violations.
- 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. This system seems to be working and I have received positive feedback from the jail.

- Case of note, or an update..... the burglary arrest that was made from the “temporary library” or Pelletier’s Restaurant, we were able to gain a conviction and restitution was ordered for that location and the two others.
- Open investigations or ongoing investigations:
 - We are currently investigating a case involving an elderly male in town that is being taking advantage of monetarily. UPDATE, we issued a no trespass/harassment order to the young man and it seems to be working well.
 - A case that involves the theft of the IRS refund (COVID stimulus) money from a deceased person. UPDATE, ongoing and has taken on a life of its own, with additional charges pending.
 - A domestic assault that occurred in the past. UPDATE, in the hands of the District Attorney at the moment.



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. Chief filling day shift for time off.

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 out system with ME EMS to conduct EMS training.

Have ordered new exhaust ventilation system for Fire Station hope to start installation first of June. Talked with local contractor about window frame replacements and waiting to hear when he can start project.

Set up to have both Fire Engine serviced and pump testing completed this month.

2015 Chevrolet Ambulance still out of service, Autotronics found more issues when getting ready to paint that they are also repairing.

05/22/2020
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.

05/22/2020

Chief Thomas Malcolm
Health Officer
Town of Millinocket

John Davis

From: Mary Alice Cullen
Sent: Friday, May 22, 2020 1:12 PM
To: John Davis
Subject: RE: Reports

Continued working with the Department Heads on developing policies related to re-opening the Municipal Building in June.

Two credit card swipe machines arrived Friday for the Town Office window.

Completed the proposed FY21 Budget and reconciled the changes between FY20 and the FY21 Budgets.

Provided reporting on major revenue trends comparing May 2020 to previous years. The major gap is with motor vehicle registration revenue which is lagging \$110,000 from May 2019.

From: John Davis <manager@millinocket.org>
Sent: Friday, May 22, 2020 8:01 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: Reports

Have your activity report to me by noon today.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

John Davis

From: Richard Angotti
Sent: Friday, May 22, 2020 9:20 AM
To: John Davis
Subject: RE: Reports

Run zoom meeting for planning board
Start preparation for opening office to public
Setup zoom account for town
Plan and setup zoom meeting for planning board on May 26th
Issue permits
Building Inspections using social distancing. This takes more time
Documenting dangerous buildings and property maintenance violations and started writing letters to owners.
Will be working on getting town office ready for reopening

From: John Davis <manager@millinocket.org>
Sent: Friday, May 22, 2020 8:01 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: Reports

Have your activity report to me by noon today.

Thanks,

John Davis
Millinocket Town Manager
(207) 723-7000

ORDER #90-2020

PROVIDING FOR: Execution of the Warrant for May 21, 2020

IT IS ORDERED that the Warrant for May 21, 2020 in the amount of \$_____ is hereby approved.

Passed by the Town Council_____

Attest:_____

ORDER #91-2020

PROVIDING FOR: Execution of the Warrant for May 28, 2020

IT IS ORDERED that the Warrant for May 28, 2020 in the amount of \$ _____ is hereby approved.

Passed by the Town Council _____

Attest: _____

ORDER #92-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for the Northern Timber Cruisers.

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

Northern Timber Cruisers, T3 Indian Purchase Twp
d/b/a
Northern Timber Cruisers, T3 Indian Purchase Twp

Passed by the Town Council_____

Attest:_____

\$25.00
pd

TOWN OF MILLINOCKET

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Northern Timber Cruisers Inc.
2. PHONE NUMBER OF APPLICANT 723-6203
3. RESIDENCE OF APPLICANT T3 Indian Purchase
4. NAME OF BUSINESS Northern Timber Cruisers
5. PHONE NUMBER OF BUSINESS Same as above
6. BUSINESS ADDRESS PO Box 269 Millinocket, ME.
7. NATURE OF BUSINESS Snowmobile / ATV Club
8. LOCATION TO BE USED Various
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

Same

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

President - John Raymond	Millinocket
Treasurer - John Civiello	T3 Indian Purchase
Secretary - Pattie Rioux	Millinocket

11. DESCRIPTION OF PREMISES TO BE LICENSED

Various events / locations within Millinocket

(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: 3312

EATING AND CATERING 150 Seats (In)

EXPIRES: 12/28/2020

FEE: \$275.00

NORTHERN TIMBER CRUISERS

ROUTE 157

3 INDIAN PURCHASE TWP ME 04462

NORTHERN TIMBER CRUISERS INC

NORTHERN TIMBER CRUISERS

PO BOX 269

MILLINOCKET ME 04462-0269



Jeanne A. Lantieri

Commissioner

NON-TRANSFERABLE

BUSINESS Northern Timber
Cruisers

ORDER # 92-2020

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

N/A

Yes _____ No _____



WASTEWATER IS CURRENT

N/A

Yes _____ No _____



POLICE INCIDENTS IN THE PAST YEAR

Yes _____ No ☒

(IF APPLICABLE PLEASE LIST)

* Out of Town heating / In town Vendor Set up only -

Diana Lakeman

From: Craig Worster
Sent: Tuesday, May 26, 2020 2:19 PM
To: Diana Lakeman
Subject: RE: incident reports

They are both clear.

Craig Worster

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

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

From: Diana Lakeman <townclerk@millinocket.org>
Sent: Tuesday, May 26, 2020 2:12 PM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: incident reports

Requesting incident reports, if applicable, for the following businesses requesting Victualer license applications to be brought to council action on May 28, 2020:

- Northern Timber Cruisers, 73 Indian Purchase
- AT Café, 210 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 #93-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for the
Roger and Sarah Buzby

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

Roger and Sarah Buzby, 47 Katahdin Ave
d/b/a
Mainely Coffee, Mobile Unit Trailer

Passed by the Town Council _____

Attest: _____

425.00 ✓ 1/1/60

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Roger and Sarah Buzby
2. PHONE NUMBER OF APPLICANT 723-8900
3. RESIDENCE OF APPLICANT 47 Katahidin Ave
4. NAME OF BUSINESS Mainely Coffee
5. PHONE NUMBER OF BUSINESS 723-8900
6. BUSINESS ADDRESS SAA
7. NATURE OF BUSINESS Coffee Roaster / Truck
8. LOCATION TO BE USED Various
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

SAA

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

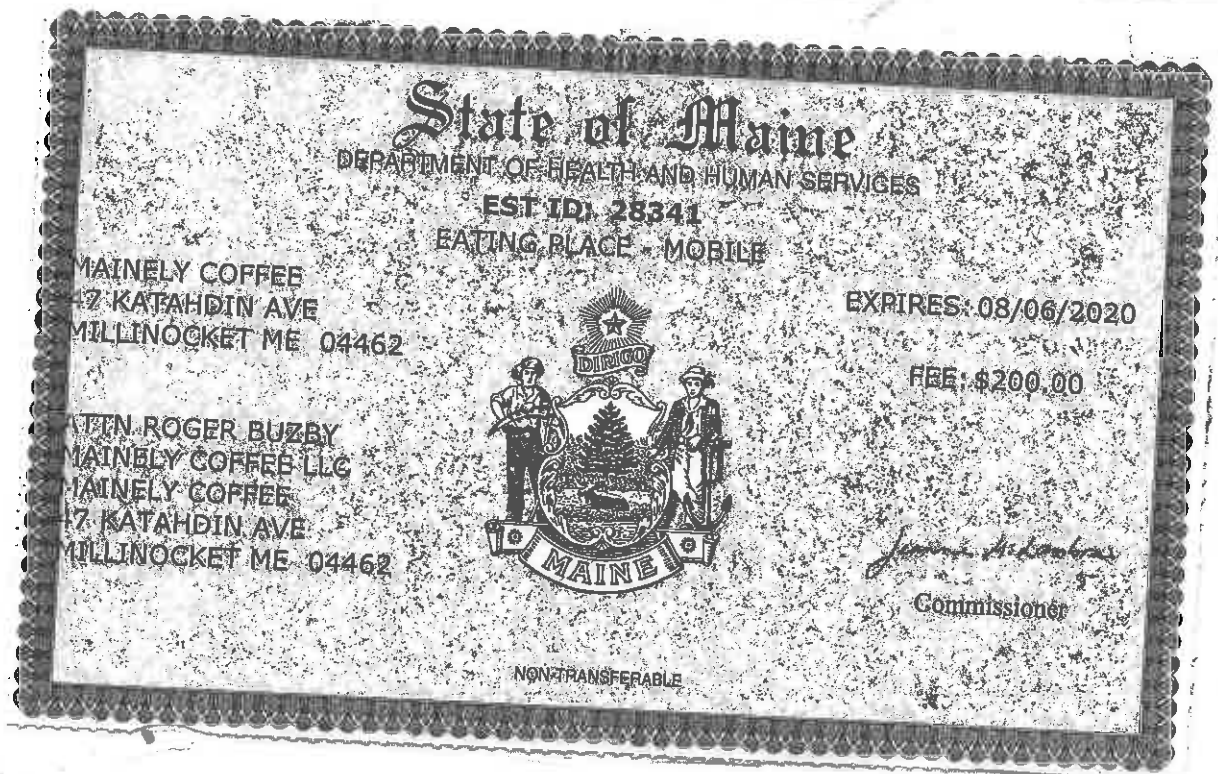
SAA

11. DESCRIPTION OF PREMISES TO BE LICENSED

806 ft Coffee trailer

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

VICTUALER
(Insert Innkeeper's or Tavernkeeper's)
No. Municipality of MILLINOCKET
OFFICE OF MUNICIPAL CLERK
Date 8/8/2019
To all whom these presents may concern:
Know Ye, that SARAH BUZBY residing
at 47 KATAHDIN AVE MAINELY COFFEE TRLR
VICTUALER MOBILE UNIT, has been duly licensed as a
(Insert Innkeeper's or Tavernkeeper's) at MILLINOCKET
in the Municipality of MILLINOCKET by the Licensing
Board of said Municipality until May 31, A.D. 2020, and has paid the Municipal Treasurer the
fee of TWENTY-FIVE Dollars.
The license may be revoked by the Board if in their opinion there is sufficient cause.
Diana M. Lakeman
Authorized Municipal Officer
DIANA M. LAKEMAN TOWN CLERK



BUSINESS Bugsy-Mainely
Coffee

ORDER # 93.1020

COVER SHEET FOR LIQUOR, ENTERTAINMENT OR VICTUALER LICENSE
APPLICATIONS



TAXES ARE CURRENT

N/A

Yes _____

No _____



WASTEWATER IS CURRENT

N/A

Yes _____

No _____



POLICE INCIDENTS IN THE PAST YEAR

N/A

Yes _____

No _____

(IF APPLICABLE PLEASE LIST)

* mobile unit trailer

ORDER #94-2020

PROVIDING FOR: Approval of an Application for a Victualer License Application for the
Andrea Gould .

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

Andrea Gould, 210 Penobscot Ave
d/b/a
AT Café, 210 Penobscot Ave.

Passed by the Town Council _____

Attest: _____

125.00 pd

TOWN OF MILLINOCKET

APPLICATION FOR A VICTUALERS LICENSE

1. NAME OF APPLICANT Andrea Gould
2. PHONE NUMBER OF APPLICANT 417-631-2232
3. RESIDENCE OF APPLICANT 210 Penobscot Ave
4. NAME OF BUSINESS HT Cafe
5. PHONE NUMBER OF BUSINESS _____
6. BUSINESS ADDRESS 210 Penobscot Ave.
7. NATURE OF BUSINESS Restaurant
8. LOCATION TO BE USED Same
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

210 Penobscot Millinocket ME 04462
1322 W Farm Rd 4/2 Pleasant Hope MO 65725

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

11. DESCRIPTION OF PREMISES TO BE LICENSED

Restaurant

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

State of Maine

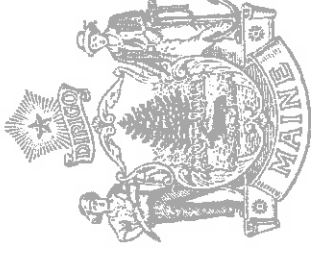
DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 3198

EATING PLACE TIER 2 54 Seats (In)

EXPIRES: 11/26/2020

FEE: \$195.00



AT CAFE
210 PENOBSCOT AVE
MILLINOCKET ME 04462

GOULD, ANDREA
AT CAFE
PO BOX 247
MILLINOCKET ME 04462

Jeanne M. Lombard

Commissioner

NON-TRANSFERABLE

BUSINESS AT Cafe

ORDER # 94.000

**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)

Diana Lakeman

From: Craig Worster
Sent: Tuesday, May 26, 2020 2:19 PM
To: Diana Lakeman
Subject: RE: incident reports

They are both clear.

Craig Worster

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

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

From: Diana Lakeman <townclerk@millinocket.org>
Sent: Tuesday, May 26, 2020 2:12 PM
To: Craig Worster <ChiefWorster@millinocket.org>
Subject: incident reports

Requesting incident reports, if applicable, for the following businesses requesting Virtualer license applications to be brought to council action on May 28, 2020:

- Northern Timber Cruisers, 73 Indian Purchase
- AT Café, 210 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

RE Account 1246 Detail
as of 05/26/2020

Name: RENAUD, PAUL R & RENAUD, JAIME L

Land: 2,200
Building: 42,500
Exempt: 0
Total: 44,700

Location: 210 PENOBSCOT AVENUE

Acreage: 0 Map/Lot: U05-233

Book Page: B10940P312

Ref1: L20-B19

Mailing Address: 33 PENOBSCOT AVENUE
MILLINOCKET ME 04462

2020-1 Period Due:

Year	Date	Reference	P C	Principal	Interest	Costs	Total
2020-1 R	09/04/19	Original		1,475.10	0.00	0.00	1,475.10
	10/2/2019		A P	737.55	0.00	0.00	737.55
	1/6/2020		A P	737.55	0.00	0.00	737.55
		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 05/26/2020				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 125151 Detail
as of 05/26/2020 - Sewer

Name: RENAUD, PAUL R & RENAUD, JAIME L, C/O ANDREA GOULD
PO BOX 247
MILLINOCKET, ME 04462
Location: 210 PENOBSCOT AVENUE
RE Acct: 0 Map/Lot: U05-233

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
241	04/29/20	Original		160.03	0.00	0.00	0.00	160.03
Billed To: RENAUD, PAUL R & RENAUD, JAIME L & C/O ANDREA GOULD								
	5/22/2020		P	160.03	0.00	0.00	0.00	160.03
		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

PROVIDING FOR: Award of Line Striping Bid.

IT IS ORDERED that the bid for Line Striping is awarded to Lucas Striping, LLC at a cost of \$6,200, per the project specifications. The completion date for the work is July 1, 2020.

NOTE: The town received the following bids:

1. Lucas Striping LLC \$6,200.00
2. Hi-Way Safety Systems \$7,995.00

PASSED BY THE COUNCIL: _____

Attest: _____



**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

**To: Harold Davis, Town Manager
From: Ralph Soucier, Public Works Director
Subject: Line Painting Bid Results
Date: May 5, 2020**

The purpose of this memo is to recommend a contractor to paint the line markings on our main run streets in Millinocket. Our Public Works Department will paint the cross walks and parking stalls.

The work will be completed before July 1, 2020 and the funding will come from the Summer Roads Budget FY 2020 0407-2803 Paint & Supplies.

I sent out line painting bid specifications to six companies. Only two replied as follows:

Lucas Striping LLC	\$6,200.00
Hi-Way Safety Systems	\$7,995.00

I recommend accepting the lower bid of \$6,200.00 from Lucas Striping. Lucas Striping meets all specifications according to the Manual on Uniform Traffic Control Devices, and has painted roads satisfactory for The Town of Millinocket in the past.

Please contact me if there are any questions.

Thank You,

**Ralph Soucier
Millinocket Public Works**