

TENTATIVE AGENDA  
REGULAR COUNCIL MEETING IN COUNCIL CHAMBERS  
**THURSDAY, JUNE 11TH, 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 June 3, 2020 Special Council meetings.

**OLD BUSINESS:**

**NEW BUSINESS:**

5. Special Presentations:
  - a. Resolve #1-2020 Honoring Mike Hartley
  - b. Frank Boynton- School Budget
6. Town Manager’s Report
7. ORDER #99-2020 Execution of the Warrant for June 11, 2020
8. ORDER #100-2020 Approval of Chamber of Commerce Membership
9. ORDER #101-2020 Approval of funds to Maintain Flower Garden on the Mike Michaud Walking Trail
10. ORDER #102-2020 Approval of Agreement Extension
11. ORDER #103-2020 Approval of Victualer’s License Application (McDonalds)
12. Reports and Communications:
  - a. Warrant Committee for June 25, 2020 Council Meeting: Councilor Stratton and Councilor Golieb.
  - b. Chair’s Committees Reports
  - c. Two Minute Public Comment
13. 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](mailto: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](http://townhallstreams.com) or find the direct link on our website @ [millinocket.org](http://millinocket.org). We thank you for complying. Stay Home, Stay Healthy\*\***

June 3, 2020

The Special Town Council meeting was brought to order in Council Chambers at 4:30 pm by Chair McEwen

Roll Call:

Town Council Members Present:

Pelletier	Jackson
Stratton	Golieb
Madore	Pray
McEwen	

Also in attendance: Town Manager Harold Davis, Town Clerk Diana M. Lakeman, Code Enforcement Richard Angotti, Treasurer Mary Alice Cullen, Fire Chief Tom Malcolm, Police Chief Craig Worster, Media Ben Barr, Chamber Director Peter Jamieson and 0 in public.

ORDER #96-2020 Providing for: Approval of Broadband Funds

IT IS ORDERED that the Millinocket Town Council authorize the expenditure of funds in the amount of \$17,585.93 to pay its share of the of the engineering study being conducted by Casco Bay Advisors in Millinocket, East Millinocket, and Medway.

IT IS FURTHER ORDERED that the funds for this study be applied to Account E0206-4402 (Community Services/Street Lights), leaving a balance in this account of \$21,525.99.

Motion-Golieb            Second- Madore            Vote 7-0

ORDER #97-2020 Authorization for: Closure of Streets

PROVIDING FOR: Approval of road closure.

IT IS ORDERED that the Millinocket Town Council approves the closure of Main Street beginning at the corner of Summer Street & Main Street, to the corner of Main Street and Poplar Street, from the hours of 5:00 p.m. to 11:00 p.m. on Thursday, June 4, 2020. The closure is necessary to allow for a Senior video project being coordinated by Margo Stevens.

Motion- Jackson            Second- Madore            Vote 7-0

Madore asks for explanation for public knowledge, Chair McEwen informs the closure is for the projection of a senior video allowing all attendees a space for safe social distance.

ORDR #98-2020 Providing for: Authorization to Hire Summer Intern

IT IS ORDERED that the Millinocket Town Council approves the hiring of a summer intern to be utilized in the Police Department and some areas of Administration.

Motion-Stratton            Second-Madore            Vote 7-0

Pelletier inquires purpose of fourth intern, Town Manager explains the intern coming from Bowdoin College, free of charge to the Town, for grant writing and assisting Chief Worster.

Chair McEwen allowed Chief Worster to read aloud a letter distributed by all Maine Public Safety Agencies addressing the concerns and condolences with the current situation of mistreatments, Chief Worster noted he also distributed to the public for viewing.

Adjourn @ 4:50pm -Motion-Madore, Second- Pelletier, Vote 7-0

**RESOLVE #1-2020**

**A PROCLAMATION HONORING MIKE HARTLEY FOR HIS  
25 YEARS OF SERVICE WITH THE TOWN OF MILLINOCKET**

**WHEREAS**, Mike Hartley was employed as a seasonal worker at the cemetery for the Town of Millinocket for 25 years, commencing on August 10, 1994, and continuing until May 1, 2020; and,

**WHEREAS**, Mike, through his work as a conscientious and dedicated employee, ascended to a supervisory position at the cemetery; and,

**WHEREAS**, Mike has been a very skilled employee and represented the town well throughout his career, receiving multiple compliments from the citizens of Millinocket; and,

**WHEREAS**, Mike always treated those around him with patience, reverence, and compassion; and,

**WHEREAS**, Mike resigned his position at the cemetery on May 1, 2020.

**NOW THEREFORE, BE IT RESOLVED**, that the Millinocket Town Council, in Council assembled on June 11, 2020, does hereby recognize, honor, and congratulate Mike Hartley for his 25 years of service to the Town of Millinocket.

\_\_\_\_\_

\_\_\_\_\_



# **TOWN OF MILLINOCKET**

**John Davis, Town Manager**

**197 Penobscot Avenue, Millinocket, Maine 04462**

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

**Web Site: [www.millinocket.org](http://www.millinocket.org)**

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## **Town Manager's Report June 11, 2020**

### **1. Next Regular Council Meetings – held in Council Chambers at 4:30 p.m.**

**A. June 25, 2020**

**B. July 9, 2029**

### **2. Town Office Reopening Guidelines – The Town Office reopened on Monday, June 8<sup>th</sup> under the following guidelines:**

- Only two residents allowed in the lobby at a time.
- Staff and the public will wear masks.
- Public restrooms are no longer available.
- The administrative offices on the main floor closed to the public. Business conducted by phone or in person by appointed. Call 723-7000 Ext. 5.
- Make sewer, tax, and ambulance payments online, by mail, and at the drop box in the elevator lobby.
- Visit the Town's website @ [www.millinocket.org](http://www.millinocket.org) to review the online services offered.
- The Fire Station and Public Works garage will remain closed to the public.

### **3. Graduation – The Superintendent wants to thank the Police and Fire Departments for their assistance on graduation day. Both departments played a big role in making the event a success. On behalf of the Council, I want to congratulate the graduates and wish them well going forward.**

### **4. Summer Intern – Chloe Renfro from Bowdoin College will begin her internship with the Town of Millinocket soon. She will assist the Police Chief with grant research, record filing, typing policies, PowerPoint presentation, and data entry.**

## **Department Updates**

### **Public Works**

- Line painting crosswalks and road lane dividers. Lucas Striping will paint white edges and double yellow lines.



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- 
- Pedestrian crossing button on south side of Central Street (Central/Forest intersection) is sticking. Called electrician to make repairs.

## **Transfer Site**

- Heavy traffic at the brush pile.

## **Airport**

- Seeing more traffic.
- FBO building still closed to the public.

## **Cemetery**

- Crew doing a great job keeping grounds looking good.
- Will start burials soon.

## **Wastewater Treatment Plant**

- Facility running well.
- Posted memo to the website informing people that the town ended the sewer abatement program as of April 1. Will send a letter to the list of people using outside water meters for annual abatements.

## **Police Department**

- Responded to 350 incidents from May 1, 2020, to May 31, 2020. This time last year there were 322 calls.
- Incidents included citizen/agency aids, medical calls, disorderly conduct, and family fights.
- Chief still filling vacancies.
- Modified schedule working well.
- Performing bail checks and checking on people let out on conditions. Has resulted in arrests for various reasons.
- Ofc. Hrynuk attended a virtual meeting on Navigating Street and Adapting to Change sponsored by the MMA. The aim of the training was to help officers cope with the stress of working during COVID-19 pandemic.

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- 
- Recommended to the Maine Chief of Police that a portion of the money from tickets written is allotted to the Criminal Justice Academy to better fund training.
  - Conducted training in respect to Maine First Responder Mental Wellness Updates to help officer deal with the variety of events going on.
  - Published a letter to the citizens of Millinocket to keep an open line of communication with the community.
  - Attended an ATV Club meeting at the Timber Cruisers and agreed to shut down a section of the walking trail (back path) due to recent altercations with residents and destruction to the flower bed.

## **Fire & Ambulance**

- FF/Medic still out.
- Constant communication with CDC, ME EMS, and other state agencies on COVID-19.
- Continue daily remote meetings with Town Manager and Dept. Heads.
- Helped with plan to open Town Office.
- Conducted numerous birthday parades for area children.
- Monitoring crew's mental and physical condition.
- Fire station still locked down.
- Issuing burn permits on days that meet guidelines.
- Scheduled Fire and EMS training for month of June following guidelines.
- Annual pump and engine inspections done of 781 & 783. No problems.
- Awaiting return of 2015 Chevy ambulance.
- Attended national announcement of this year's Fire Prevention theme "Serve Up Fire Safety in The Kitchen" via Zoom with NFPA.

## **Fire & Ambulance Runs Report For May 2020**

- 22 Local BLS & 24 Local ALS. Twenty-six of these calls were possible COVID-19 and handled as such.
- Four out-of-town ALS calls.

# **TOWN OF MILLINOCKET**

**John Davis, Town Manager**

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- Two ACLS intercepts.
- Seven public assist.
- No lost BLS calls. Nine Lost ALS. Three lost ACLS (nurse required) calls.
- Nine fire calls ranging from Haz Mat to Mutual Aid.

## **Health Officer**

- Participating in teleconferences.
- Closely following Governor's plan for reopening the state.
- Met with local businesses that had concerns about plan to open.
- In contact with MRH concerning virus test results.

## **Recreation Department**

- Attended budget meeting.
- Preparing to open pool.

## **Administration**

### **Treasurer**

- FY21 interim audit will not be done onsite this month due to the virus. Will require more work but precautions are necessary. Plan to do the annual audit onsite in September.
- Notices of impending foreclosure mailed for 19 accounts. The sewer lien filed in November will foreclose on July 2, 2020, if lien is not paid in full.
- Ambulance reporting from T G Higgins behind because of COVID-19. Hopes to catch up in July.
- FY21 auto excise tax revenues as of 5/31 are lagging by \$93k compared to this time last year.

### **Tax Collector**

- Bryant Davis began training on June 1<sup>st</sup>. Progressing well.

### **Tax Assessor**

- Spent time emailing property cards to banks, insurance companies, and real estate agents.
- Inspected 31 Hemlock Street.



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- Processed exemption applications and real estate transfers.

## **Code Enforcement Officer**

- Working at the office as of June 1.
- Issued yard sale, alteration, building, and electrical permits.
- Set up office to enable social distancing.
- Worked on dangerous buildings and property maintenance letters.
- Assisted with Council and Planning Board Zoom meetings.

## **Town Clerk**

- Training Tax Collector.
- Answering phone, checking drop box, responding to emails.
- Completed month-end reports for both departments.
- Active week preparing to open the window.

## **Human Resource/Welfare Director**

- Answering phone calls.
- Attending remote meetings.
- Working with GA clients.

## **Town Manager**

- Answering phone calls and emails.
- Working on CDBG.
- Interview with FEMA officials.
- Assisted in plan to open the Town Office.

## Town of Millinocket

### MUNICIPAL SERVICES POLICY DUE TO COVID-19 VIRUS

Masks must be worn when entering the building.

Please maintain a distance of 6 feet from each other at all times.

Please refrain from entering the building if you have flu-like symptoms.

Public restrooms are no longer available.

- **Town Manager, Tax Assessor, Code Enforcement, General Assistance and Treasurer** - These offices are closed to the public. Business will be conducted by phone or in person by appointment. Please call 207-723-7000.
- **Town Office Clerks Window** – Two people will be allowed in the Lobby at one time. Please wait outside the entrance door until a Lobby spot becomes available.
  - Sewer, tax and ambulance payments are no longer processed at the Window. Payments can be made online, by mail or by side entrance drop box.
  - Please visit the Town's website [www.millinocket.org](http://www.millinocket.org) to review the various online services offered; such as registrations, licenses, etc.
  - Vehicle re-registrations will also be processed by mail, please see the website for further instructions. Any questions regarding the re-registration cost will be answered by calling the Town Manager's office at 207-723-7000, Ext 5.
- **Fire/Ambulance Department** – There will be no public access to the department. Service call procedures have not changed. However, other business will be conducted by phone or in person by appointment only.



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

Tel. (207)723-7030

Fax (207)723-7029

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

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June 5, 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:**

Line Painting crosswalks and road lane divider arrows. White Edges and Double Yellow will be painted by Lucas Striping Company. Pedestrian Crossing button on south side of central for the walking trail Central/Forest intersection is sticking. Called electrician to make repairs.

**Transfer Station:**

Brush pile has been very busy.

**Airport:**

**Cemetery:** Crew doing great job. Grounds look good. Will be scheduling burials soon.

Respectfully Submitted,  
Ralph T. Soucier  
Director Millinocket Public Works



# MEMO

## Millinocket Wastewater Treatment Facility

June 05, 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. We have recently decided to put a note on the town's website to let people know that the Abatement Program has been eliminated as of April 1<sup>st</sup>. I will also be sending a letter out to the people who have been using the outside water meters for annual abatements. Both of these notices should help get the word out that this program no longer exists.

# Memo

**To:** Town Manager  
**From:** Chief of Police  
**CC:** Town Council  
**Date:** June 4, 2020  
**Re:** Activity report

- 
- *We generated or responded to 350 Incidents since May 1, 2020 to May 31, 2020. **It should be noted**, that for the same time frame in 2019, there were 322 calls for service.*
  - *Major incidents for the time period were 27 citizen/agency assists, 12 medical calls, 25 Information complaints, 2 OUI, 9 welfare checks, 7 PD accidents, 3 disorderly conducts, 3 wanted outs, 8 suspicious and noise problems, 8 - 911 hang ups and 4 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.
  - Ofc. Hrynuik attended a virtual training last week on "Navigating Street and Adapting to Change". The training was put on by the Maine Municipal Association and held via a webinar. This training was geared to help officers

cope with the stress of working during this ever-changing environment, geared primarily around COVID -19 concerns. Ofc. Hrynuk said that the training was informative and timely given the present state of society.

- I am purposing to the Maine Chief of Police that the Maine Chiefs all advocate for a portion of the fines on the hundreds of tickets that are given out go to the Maine Criminal Justice Academy to help better fund training cadre. Presently, they rely on police officers volunteering to teach and the departments absorbing that cost in not only the time spent at the academy of the trainer, but the overtime generated as a result of the missing officers. I am purposing that the State of Maine allot a percentage of the fine to go directly to the Academy, such as 10 percent.
- Conducted training with the officers in regards to "Maine First Responder Mental Wellness Updates", curriculum from NAMI. Due to the recent events associated with the present riots, officer injuries countrywide, COVID-19, and the new stressors associated with law enforcement.
- Met with the Maine Chief of Police Association and assisted in drafting a letter to the State of Maine, in regards to the most recent events/protests/demonstrations.
- Drafted and released a letter to the residents of Millinocket to maintain an open line of communication with the community.
- Assisted with the 2020 senior class with shutting down Penobscot Avenue so that they would have a chance to see their pictures on the side of the building across from Design Lab.
- Attended a meeting at Timber Cruisers with the ATV Club and discussed shutting down the walking trail to ATV's due to recent interactions with the walkers and damage done to the flower beds.





MILLINOCKET FIRE AND  
AMBULANCE  
222 AROOSTOOK AVENUE  
MILLINOCKET, ME 04462

[www.millinocket.org](http://www.millinocket.org)  
[chiefmalcolm@millinocket.org](mailto:chiefmalcolm@millinocket.org)

Manager Davis,

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. Worked with Town Manager and Dept. Heads on re-opening of Town Office and also on ways to open the swimming pool along with other areas of the community, while making sure that we were keeping the safety of our citizens as a top priority.

Have conducted numerous B/Day parades for area children during these trying times and hoped to bring some joy to them as they struggle with social distancing.

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

Fire Station is still locked down, as of June 1<sup>st</sup> have taken ban off burn permits and are issuing them on days that meet the guidelines.

Scheduled Fire and EMS trainings for month of June following CDC guidelines.

Had annual pump test and Engine inspections done on 781 and 783 both these units passed without problems and seem to be in very good condition at this time.

Awaiting return of 788 (2015 Chevrolet Ambulance) while it was in the shop for paint work also had a complete Ambulance Service Inspection completed to check for and repair any issues that may be noted, expect it back in service about the 10<sup>th</sup> of June.

Attended the national announcement of this year's Fire Prevention theme "**Serve Up Fire Safety In The Kitchen**" via Zoom with NFPA.



MILLINOCKET FIRE AND  
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[chiefmalcolm@millinocket.org](mailto:chiefmalcolm@millinocket.org)

## **FIRE AND AMBULANCE RUNS REPORT FOR MAY 2020**

### **AMBULANCE**

Local BLS: 22

Local ALS: 24

(NOTE: 26 of these calls were possible COVID-19 and handled as such)

Out of Town BLS:

Out of Town ALS: 4

No Trans/PA: 7

Police Stage: 0

ACLS Intercept: 2

Public Assist: 7

Lost Calls BLS: 0

Lost Calls ACLS: 9

Lost Calls ACLS (Required Nurse): 3

### **FIRES:**

1-Rescue (Cardiac Arrest), 1-Charcoal Grill (Injury), 1-Child Stuck in Baby Swing, 1-Haz-Mat(fuel spill), 1-Trash(Combustibles in garbage), 1-Rescue (Boat Out of Town), 1-Fire Pit, 1-PD Assist (Gain Entrance), 1-Mutal Aid (Lift Assist EM Ambulance



MILLINOCKET FIRE  
AND AMBULANCE  
222 AROOSTOOK  
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04462  
[www.millinocket.org](http://www.millinocket.org)

[chiefmalcolm@millinocket.org](mailto: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.

Following closely the re-opening plans as set by the Governor and seem to have changes weekly on procedures that are recommended.

Met with local's business that had concerns on their re-opening and looked at their plans before they sent them in to the State.

Stay in contact with MRH on numbers of tests done their and any positive cases that are in our area, seems that we have done very well, and numbers are staying on the low side.

06/05/2020

Chief Thomas Malcolm  
Health Officer  
Town of Millinocket



## John Davis

---

**From:** Mary Alice Cullen  
**Sent:** Friday, June 05, 2020 1:06 PM  
**To:** John Davis  
**Subject:** RE: Report

The FY21 interim audit work will not be done onsite this month due to COVID-19. This will require a bit more work but under the circumstances, I feel it is appropriate to handle this part of the audit in this manner. They are scheduled for the annual audit in September. Current plan is that they would be onsite for this part of the audit.

Notices of impending foreclosure were mailed to 19 accounts. The sewer lien filed November 15, 2018 will foreclose on July 2, 2020 if the lien is not paid in full.

Ambulance reporting from T G Higgins has been completed up to March. COVID-19 has set her behind due to her staff working offsite. Not all of this work could be done offsite due to privacy/HIPPA issues. She hopes to be caught up by July.

FY21 auto excise tax revenues as of 5/31 are \$93K behind last year at that time.

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, June 04, 2020 1:24 PM  
**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:** Report

Have your activity report to me by noon tomorrow.

Thanks,

John Davis  
Millinocket Town Manager  
(207) 723-7000

## John Davis

---

**From:** Lorna Thompson  
**Sent:** Thursday, June 04, 2020 3:13 PM  
**To:** John Davis  
**Subject:** RE: Report

Hi John,

I spent the day emailing property cards to banks, insurances companies and real estate agents for the most part.

Also inspected 31 Hemlock Street and

Processed some exemption applications and real estate transfers.

Lorna

---

**From:** John Davis <manager@millinocket.org>  
**Sent:** Thursday, June 4, 2020 1:24 PM  
**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:** Report

Have your activity report to me by noon tomorrow.

Thanks,

John Davis  
Millinocket Town Manager  
(207) 723-7000

## John Davis

---

**From:** Richard Angotti  
**Sent:** Thursday, June 04, 2020 2:48 PM  
**To:** John Davis  
**Subject:** RE: Report

Moved back to code office and close the home.  
Issued Yard sale permits  
Issued alteration, building, and electrical permits  
Setup office for social distance.  
Work on Dangerous buildings and property maintenance letters  
Assist with council zoom meetings  
Setup planning board zoom meetings

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**From:** John Davis <manager@millinocket.org>  
**Sent:** Thursday, June 4, 2020 1:24 PM  
**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:** Report

Have your activity report to me by noon tomorrow.

Thanks,

John Davis  
Millinocket Town Manager  
(207) 723-7000



## John Davis

---

**From:** Diana Lakeman  
**Sent:** Thursday, June 04, 2020 2:03 PM  
**To:** John Davis  
**Subject:** RE: Report

Training, mail, drop box, phone requests, email requests, month end reports for both departments. All in all it's been a really active week preparing to open to the public.  
-behind on 2 motor vehicle reports and 2 council meetings.

*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

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**From:** John Davis <manager@millinocket.org>  
**Sent:** Thursday, June 04, 2020 1:24 PM  
**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:** Report

Have your activity report to me by noon tomorrow.

Thanks,

John Davis  
Millinocket Town Manager  
(207) 723-7000

ORDER #99-2020

PROVIDING FOR: Execution of the Warrant for June 11, 2020

IT IS ORDERED that the Warrant for June 11, 2020 in the amount of \$\_\_\_\_\_ is  
hereby approved.

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

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

**ORDER #100-2020**

**PROVIDING FOR:** Chamber of Commerce Membership.

**IT IS ORDERED** that the Millinocket Town Council supply funds for \$1,500 to purchase a 2020-2021 membership in the Katahdin Area Chamber of Commerce. If approved, the funds will be expended from Account E0112-2006, leaving a balance in this account of \$3,668.

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

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



# Membership Order Form 2020-2021



Date: 6/2/2020

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: Town of Millinocket

Mailing Address: 197 Penobscot Avenue

Physical Address of Business: 197 Penobscot Avenue

Contact Name: John Davis

Email: manager@millinocket.org Telephone: 723-7000

Website: \_\_\_\_\_

Description of Business: Municipality

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

**ORDER #101-2020**

**PROVIDING FOR:** Approval of funds to maintain flower garden on walking trail.

**IT IS ORDERED** that the Millinocket Town Council approve funds in the amount of \$500.00 from Account E0206-4402 (Community Services/Street Lights), to pay for the cost of maintaining the flower bed along the Mike Michaud Walking Trail. If approved, the balance in this account will be \$21,025.99.

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

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

**PROVIDING FOR:** Extension of agreement.

**IT IS ORDERED** that the Millinocket Town Council grants approval to extend the Public-Private Partnership between Our Katahdin and the Town of Millinocket scheduled to expire on July 4, 2020, for sixty (60) days to Wednesday, September 2, 2020.

**NOTE:** This extension will allow the parties the opportunity to make the language changes that are better suited to this agreement.

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

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



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

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

RC Management, 40 Bridge Street Gardiner, Me.  
d/b/a  
McDonalds of Millinocket, 1 Sycamore Street.

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

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

TOWN OF MILLINOCKT

APPLICATION FOR A VICTUALERS LICENSE

125.00  
12/1

1. NAME OF APPLICANT RC Management, LLC
2. PHONE NUMBER OF APPLICANT 207-582-0855
3. RESIDENCE OF APPLICANT 40 Bridge St. Gardiner ME 04845
4. NAME OF BUSINESS McDonald's of Millinocket
5. PHONE NUMBER OF BUSINESS 207-723-4900
6. BUSINESS ADDRESS 1 Sycamore St. Millinocket ME 04862
7. NATURE OF BUSINESS FAST Food
8. LOCATION TO BE USED McDonald's - 1 sycamore St.
9. RESIDENCE OF APPLICANT IN LAST FIVE YEARS

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

Manager - Dreama Blancette  
Supervisor - Sarah Hafford

11. DESCRIPTION OF PREMISES TO BE LICENSED

McDonald's License 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: 3206**

**EATING PLACE TIER 2 65 Seats (in)**

**EXPIRES: 04/11/2021**

**FEE: \$195.00**

MCDONALDS  
1 SYCAMORE ST  
MILLINOCKET ME 04462

ATTN HILDA BROWN  
RC MANAGEMENT LLC  
MCDONALDS  
PO BOX 8  
GARDINER ME 04345



*Jeanne M. Lambert*

Commissioner

NON-TRANSFERABLE

▽ DETACH HERE ▽

Employers must establish a written smoking policy that prohibits smoking in any business facility, including in vehicles used for work, and in outdoor areas where employees perform services under the control of the employer. Smoking in workplaces shall only be permitted outdoors. Employers shall only permit employer and employees to smoke outside within a Designated Smoking Area that is at least 20 feet away from the business facility and designed in a way to prevent smoke from escaping back into a workplace, public place or other areas where smoking is prohibited.

Eating Establishments shall prohibit smoking in outdoor eating areas and all enclosed areas of public places. Smoking includes the use of electronic smoking devices, whether or not they contain nicotine.

Tobacco products may not be sold to any person under 21 years of age. Tobacco retailers must not sell tobacco products to anyone under 30 years old without first verifying the customer's age by photo ID. Tobacco products include, but are not limited to, cigarettes, cigars, hookah, pipe tobacco, chewing tobacco, snuff or snus, electronic smoking devices, and any components or accessories used in the consumption of a tobacco product, such as filters, rolling papers, pipes and liquids used in electronic smoking devices, whether or not they contain nicotine.

For free retailer guidance visit: [www.preventionforme.org/retailer-workplace](http://www.preventionforme.org/retailer-workplace). For free online employee training to Block Underage Tobacco Sales (NO BUTS!) visit: [www.nobutstraining.com](http://www.nobutstraining.com).

For guidance regarding Maine's retail tobacco and workplace smoking laws, contact Devon Dobbins, Tobacco Enforcement Coordinator, Office of the Attorney General, at [devon.l.dobbins@maine.gov](mailto:devon.l.dobbins@maine.gov) or (207) 626-8574; or the Maine CDC Tobacco and Substance Use Prevention and Control program at [tsup.dhhs@maine.gov](mailto:tsup.dhhs@maine.gov) or (207) 287-4627.



**PP Account 86 Detail**  
**as of 06/09/2020**

Name: MCDONALDS | #3065

Location: 1 SYCAMORE STREET

Assessment: 229,100

2020-1 Period Due:

Mailing C/O RONALD LYDICK  
Address: PO BOX 8  
GARDINER ME 04345

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
	2021-1				-0.51	0.00	0.00	-0.51
	2020-1 R				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
	2009-1 R				0.00	0.00	0.00	0.00
Account Totals as of 06/09/2020					-0.51	0.00	0.00	-0.51

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

Millinocket  
5:30 PM

**RE Account 2064 Detail**  
**as of 06/09/2020**

06/09/2020  
Page 1

Name: MCDONALD'S REAL ESTATE COMPANY

Land:	41,100
Building:	328,500
Exempt	0
<b>Total:</b>	<b>369,600</b>

Location: 1 SYCAMORE STREET  
Acreage: 0 Map/Lot: U11-018  
Book Page: B11481P61

Ref1: L1+2-B256  
Mailing C/O RONALD LYDICK  
Address: PO BOX 8  
GARDINER ME 4345

2020-1 Period Due:

Year	Date	Reference	P	C	Principal	Interest	Costs	Total
2021-1					-1.35	0.00	0.00	-1.35
2020-1	R				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 06/09/2020					-1.35	0.00	0.00	-1.35

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

Millinocket  
5:30 PM

**UT Account 124236 Detail**  
**as of 06/09/2020 - Sewer**

06/09/2020  
Page 1

Name: MCDONALD'S REAL ESTATE COMPANY, C/O LYDICK, P O BOX 8  
RONALD GARDINER, ME 04345  
Location: 11 SYCAMORE STREET  
RE Acct: 0 Map/Lot: U11-018

Bill	Date	Reference	C	Principal	Tax	Interest	Costs	Total
241	04/29/20			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
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:** Tuesday, June 09, 2020 4:10 PM  
**To:** Diana Lakeman  
**Subject:** RE: incident requests

The business is 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:** Tuesday, June 09, 2020 3:37 PM  
**To:** Craig Worster <ChiefWorster@millinocket.org>  
**Subject:** incident requests

Requests of incidents, if applicable, for the following business(s) for a Victualer license application to be brought to council action on 6/11/2020:  
-RC Management, McDonald's of Millinocket, 1 Sycamore 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](mailto:townclerk@millinocket.org)



BUSINESS McDonalds

ORDER # 103-2010

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 ✓