# TENTATIVE AGENDA REGULAR COUNCIL MEETING IN COUNCIL CHAMBERS THURSDAY, JULY 23<sup>RD</sup>, 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
- Pledge of Allegiance
- 3. Approval of Minutes: June 16, 2020 Executive Session, June 25, 2020 Executive Session, July 1, 2020 Executive Session, July 1, 2020 Special Town Council Meeting.
- 4. Adjustments to the Agenda

#### **OLD BUSINESS:**

#### **NEW BUSINESS:**

- 5. Special Presentations: n/a
- 6. Town Manager's Report
- 7. ORDER #173-2020 Execution of the Warrant for July 23, 2020
- 8. ORDER #174-2020 Approval to Transfer Funds Ambulance Donations Carryover
- 9. ORDER #175-2020 Donation to the Eastern Area Agency on Aging (EAAA)
- 10. ORDER #176-2020 Approval of Municipal Release Deed (Nelson)
- 11. ORDER #177-2020 Nomination to Outstanding Maine Clerk Maine Town & City Clerks' Assoc.
- 12. ORDER #178-2020 Acceptance of Grant Funds Penobscot Emergency Management Agency
- 13. ORDER #179-2020 Acceptance of Grant Funds Office of Rural Health Policy
- 14. Reports and Communications:
  - a. Warrant Committee for August 13th, 2020 Council Meeting: Councilor Stratton and Councilor Golieb.
  - b. Chair's Committees Reports
  - c Two Minute Public Comment

#### 15. 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: <a href="manager@millinocket.org">manager@millinocket.org</a> or call (207) 723-7000 Ext.5 to make special arrangements. The meeting is also streamed live for your convenience @ townhallstreams.com, find the direct links on our website @ millinocket.org. We thank you for complying.

\*\*Stay Healthy, Stay Safe\*\*

#### June 16, 2020

The Executive Session was brought to order in Council Chambers at 5:00 pm by Chair McEwen

Roll Call:

Town Council Members Present:

Pelletier Jackson (excused)

Stratton Golieb

Madore Pray (absent)

McEwen

Also in attendance: Town Manager Harold Davis

ORDER #106-2020 PROVIDING FOR: Executive Session of the Town Council.

IT IS ORDERED that the Millinocket Town Council enter into executive session pursuant to Title 1 M.R.S.A. § 405(6)(A) for Discussion on Personnel Matters for the Town Manager's evaluation.

Motion – Madore

Second - Stratton

Vote 5-0

Adjourn @ 5:48 pm -Motion-Stratton Second- Madore, Vote 5-0

# June 25, 2020

The Executive Session was brought to order in Council Chambers at 3:30 pm by Chair McEwen

Roll Call:

Town Council Members Present:

Pelletier Jackson
Stratton Golieb
Madore Pray

McEwen

Also in attendance: Town Manager and Legal Counsel Dean Beaupain

ORDER #107-2020 PROVIDING FOR: Executive Session - Litigation

IT IS ORDERED that the Millinocket Town Council enter into executive session pursuant to Title 1 M.R.S.A.

405.6.E to discuss its legal rights and responsibilities concerning pending and threatened litigation.

Motion – Madore Second – Stratton

Vote 7-0

Adjourn @ 4:28 pm - Motion - Stratton Second - Pray Vote 7-0

# July 1, 2020

The Executive Session was brought to order in Council Chambers at 4:00 pm by Chair McEwen

Roll Call:

Town Council Members Present:

Pelletier

Jackson

Stratton

Golieb

Madore

Pray

McEwen

Also, in attendance: Town Manager Harold Davis and legal counsel Dean Beaupain.

ORDER #114-2020 PROVIDING FOR: Executive Session of the Town Council

IT IS ORDERED that the Millinocket Town Council enter into executive session pursuant to Title 1 M.R.S.A. §405(6)(E) Consultations with Legal Counsel to discuss pending and threatened litigation and rights and obligations of the Council

Motion – Madore

Second - Jackson

Vote 7-0

Adjourn @ 4:58 pm - Motion - Madore Second - Stratton Vote 6-1

The Special Town Council meeting was brought to order in Council Chambers at 5:04 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 and 1 in public.

Adjustments to the Agenda: Addition of Order #118-2020 Warrant for 7/1/2020 - Admin Postage

ORDER #118-2020 PROVIDING FOR: Execution of the Warrant for July 1, 2020

IT IS ORDERED that the Warrant for July 1, 2020 in the amount of \$4,000.00 is hereby approved.

Motion-Madore Second- Pray Vote 7-0

ORDER #115-2020 PROVIDING FOR: Approval of an Application for a Victualer License Application for the Three Rivers Whitewater Inc..

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

The Forks Maine, PO Box 10 The Forks, ME 04985

d/b/a

Three Rivers Whitewater Inc, 10 Medway Rd, Millinocket

Motion-Pray Second-Stratton Vote 7-0

Councilor Madore shares excitement this issue is resolved in hopes to continue moving forward,

Councilor Golieb inquires future intent of on time payments,

Town Manager expresses intent looks good going forward.

ORDER #116-2020 PROVIDING FOR: Approval of an Application for an Entertainment License for the Three Rivers Whitewater Inc.

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

The Forks Maine, PO Box 10 The Forks, ME 04985

d/b/a

Three Rivers Whitewater Inc., 10 Medway Rd, Millinocket

Motion- Pelletier Second- Madore Vote 7-0

ORDR #117-2020 PROVIDING FOR: Approval of an Application for a Malt, Vinous and Spirituous Liquor License for the Three Rivers Whitewater Inc.

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

The Forks Maine, PO Box 10, The Forks, ME 04985.

d/b/a

Three Rivers Whitewater Inc., Boatman's, 10 Medway Rd, Millinocket

Motion-Golieb Second-Madore Vote 7-0

Public Comment: Steve Kozlovich, 23 Eastland Ave, request for a code of ethics for the town Council.

Adjourn @ 5:28pm -Motion-Madore, Second- Stratton, Vote 7-0

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 July 23, 2020

- 1. Next Meetings held in Council Chambers at 4:30 p.m.
  - A. August 13, 2020
  - **B.** August 27, 2020
- 2. Notice to Vacate The notices mature on July 30<sup>th</sup>. There are three pending.
- 3. William Harper, Planner, EMDC The Department Agriculture, Conservation & Forestry accepted the 2020 Katahdin Region Comprehensive Plan for review. Notification as to whether the plan is complete should take place within 35 working days. Notification of completeness means that portions of the plan other than the Future Land Use Plan have been found by the Department to be consistent with the Act.
- 4. Maine.gov Press Release The Office of the Attorney General and the Office of Chief Medical Examiner released figures demonstrating that overdose deaths significantly increased in the first quarter of 2020. The report compiled by Dr. Marcella Sorg on the University of Maine's Margaret Chase Smith Policy Center, showed that 127 deaths were caused by drugs in the first quarter of 2020, a 23% increase over the fourth quarter of 2019.
- 5. Discussion Points Attached is a list of talking points that the Chairman wanted added to the agenda.
- 6. Sam Ogilvie Repaired the old Railroad Station clock and the owner recently died and wanted to return the clock back to the Town of Millinocket. He would like it to put in a location where it will get some exposure. Some places that come to mind are the Historical Society and the library. Would like to hear your thoughts on this.

John Davis, Town Manager
197 Penobscot Avenue, Millinocket, Maine 04462
Telephone 207-723-7000 FAX 207-723-7002
Web Site: www.millinocket.org

# **Department Updates**

### **Public Works**

- Continue to follow COVID-19 guidelines.
- Cleaning catch basins, mowing and trimming, doing prep work for road paving, got a price from B & B Paving, cleaning Jerry Pond area, washing down bridges, and trimming trees.

### **Transfer Station**

- ❖ Brush pile ground and stockpiled.
- ❖ Grimmel Industries reclaiming metal pile.
- ❖ MRC sent out newsletter explaining progress to get Coastal MSW restarted.

# **Airport**

MDOT funding installation of GUARD system. No matching funds needed. This system monitors all airport radio traffic. Hardware can be installed at the airport and monitored directly by the MDOT for training purposes and increased safety.

# **Cemetery**

- Performing burials.
- Greenthumb completed grass fertilizing.

# **Wastewater Treatment**

- **❖** Facility running well.
- \* Revision Energy withdrew from the solar farm project at the plant due to the numbers not working out. Will get some paving patched as a result of this.

# **Police Department**

Responded to 344 incidents from June 1, 2020 to June 30, 2020.

Answered 523 calls for this same period last year. Incidents

John Davis, Town Manager 197 Penobscot Avenue, Millinocket, Maine 04462 Telephone 207-723-7000 FAX 207-723-7002 Web Site: www.millinocket.org

fluctuated from citizen/agency assists, disorderly conduct, and family fights.

- Chief covering shifts to allow for vacations, short shifts, and transports. Called in on July 9<sup>th</sup> to respond to a citizen death.
- Received a Homeland Security grant for \$7,798 to provide equipment to allow thermal imaging in two cruisers. An order to accept the funds is on the agenda.
- Trained officers in the enforcement of the curfew ordinance.
- ❖ Police Department participating in training designed to target substance use disorder and stigmas. The training (dubbed Cease and Desist) is extremely important in combatting the opioid crisis. The funds for the training will be covered by a grant. Another order is on the agenda to accept these funds.
- ❖ The PD recovered the stolen flag from the #1 green, and it was returned in time before anyone teed off the following morning. The flag was deposited in an area of Main Street where a surveillance camera is located, and the suspect should be identified as soon as the surveillance photos are reviewed.

# Fire & Ambulance

- One FF/Paramedic still out.
- Staying in touch with state agencies in respect to COVID-19 and providing reports for the Town Manager, Council, and Department heads.
- Monitoring crew for physical and mental wellness.
- Fire Station still locked down.
- Participating in online training about the coronavirus.

# **Health Officer**

- ❖ Joining teleconferences and webinars concerning the virus.
- In contact with MRH about virus cases. Numbers remain on the low side.
- Frequent checks at the pool and playgrounds to observe activities.
  Things going well with no issues.

John Davis, Town Manager

197 Penobscot Avenue, Millinocket, Maine 04462 Telephone 207-723-7000 FAX 207-723-7002 Web Site: www.millinocket.org

## Recreation

Continue to supervise activities at the pool and playgrounds.

#### Administration

#### Treasurer

- ❖ Mailed 385 30-day notices for unpaid FY20 real estate taxes. Total amount is \$327,832. Last year's amount at this time was \$242,625.
- Preparing sewer liens for 120 accounts.
- Available cash favorable compared to this time last year.
- ❖ Increase in Revenue Sharing of \$320,000 from last year.
- ❖ Auditors will be here in August to finalize FY20.

#### **Tax Assessor**

- Busy with emails, calls for account balances, property cards, and tax amounts.
- Met with intern regarding GIS mapping.
- Coordinated with Our Katahdin to identify locations and acreage of some of their tax bills.
- ❖ Received an abatement application to the Board of Assessment Review from Great Lakes Hydro. Using COVID-19 to make the case that the request should not be considered late.

# **Tax Collector**

Finished interviews on Monday and hope to pick a candidate by the end of the week.

# **Code Enforcement Officer**

- Dealing with code issues.
- Worked on permit structure.
- Answered complaints and sent property maintenance letters.
- Tried to correct some computer issues.

# **Town Clerk**

Election went smoothly.

John Davis, Town Manager 197 Penobscot Avenue, Millinocket, Maine 04462 Telephone 207-723-7000 FAX 207-723-7002 Web Site: www.millinocket.org

- Busy at window, answering phone, and emails.
- ❖ Sent required election results and documents to SOS before deadline.
- Absentee ballots available at the Town Office on 7/15/2020 for 7/28/2020 School budget.
- Assistant Clerk updating minutes, answering phone, waiting window, and processing mail.
- Nomination papers for the November 3<sup>rd</sup>, 2020 Municipal election will be available, Friday, July 24<sup>th</sup> and due back into the Town Clerk's office on Friday, September 3<sup>rd</sup> by 4:00 pm.
  - three (3) Town Council seats
  - two (2) School Board seats

# **Human Resource/Welfare Director**

- Processed payroll and A/P warrants.
- Worked on personnel issues.
- ❖ Participated in interviews for Tax Collector.
- Processed Officer Cram's retiring and rehiring.
- ❖ Collected and sorted mail.
- Worked with GA clients.
- Prepared audit information.
- Ordered supplies.

# Town Manager

- Personnel and legal issues.
- ❖ Conducted interviews for Tax Collector.
- Worked with contractor on ADA compliance improvements.
- Mailed notices to foreclosed property occupants giving them 30 days to pay everything (sewer, taxes, fees) to redeem their homes.

John Davis, Town Manager 197 Penobscot Avenue, Millinocket, Maine 04462 Telephone 207-723-7000 FAX 207-723-7002 Web Site: www.millinocket.org



GOVERNOR

# STATE OF MAINE DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY BUREAU OF RESOURCE INFORMATION & LAND USE PLANNING 93 STATE HOUSE STATION

AUGUSTA, MAINE 04333

AMANDA E. BEAL COMMISSIONER

To:

William Harper, Planner, EMDC

From: Tom Miragliuolo, Senior Planner

Date:

7/16/2020

Re:

Acceptance of Comprehensive Plan for Review

Thank you for submitting the 2020 Katahdin Region Comprehensive Plan for our review for consistency with the Growth Management Act (30 M.R.S.A. § 4312 et seq).

X

The Department has accepted your plan for review. You will be notified within 35 working days as to whether the plan is "complete". A Notification of Completeness means that portions of the plan other than the Future Land Use Plan have been found by the Department to be consistent with the Act. If the plan is found complete you will then be notified within an additional 10 working days as to the entire plan's consistency with the Growth Management Act.

The Department cannot accept your plan for review due to missing element(s) of the plan. Please submit the needed element(s) noted below for the plan review to begin. You may submit them to me via emailing or regular mail.

The second page of this memo is a public notice that we ask you to have posted in a prominent public location in your municipal building.

Again, thank you for your submission. If you have any questions, please contact me by phone at (207) 287-3860 or by email at tom.miragliuolo@maine.gov.

Jon Minglind

Cc (via email):

Angela Cote, Administrative Assistant – East Millinocket

John Lee, Town Selectman - Medway

Cody McEwen, Town Councilor - Millinocket

MUNICIPAL PLANNING ASSISTANCE PROGRAM 22 STATE HOUSE STATION 18 ELKINS LANE, HARLOW BUILDING AUGUSTA, ME 04333



PHONE: (207) 287-3860

WWW.MAINE.GOV/DACF/MUNICIPALPLANNING

From:

Maine Municipal Association < lellis@memun.org>

Sent:

Saturday, July 18, 2020 8:49 PM

To:

John Davis

Subject:

Lowering of the Flags Notice



60 COMMUNITY DRIVE AUGUSTA, MAINE 04330-9486 (207) 623-8428 www.mamiun.org

FYI



Having trouble viewing this email? <u>View it as a Web page</u>. <u>Governor Mills Directs Flags Lowered in Honor of Congressman John Lewis</u> <u>07/18/2020 06:01 PM EDT</u>

Governor Janet Mills directed that the United States and State of Maine flags be flown at half-staff statewide today, Saturday, July 18th through Monday, July 20th, 2020 in honor of Congressman John Lewis and issued the following statement: "Today, we mourn the passing of Congressman John Lewis, a hero who taught us to hope and fight for a better future, even in a sea of despair. Together let us honor his courage and compassion by never giving up the long struggle he led for a more equal and just nation for all."

This service is provided to you at no charge.



Questions for Governor Mills? Contact Us

Sig

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This message was sent to <a href="mailto:lellis@memun.org">lellis@memun.org</a> by Maine gov the official website for the State of Maine at 5 Commerce Drive, Suite 10 · Augusta, ME 04330 · 1-877-212-6500



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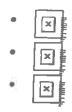
**From:** Cody McEwen <cody.mcewen@maine.edu> Sent: Thursday, July 16, 2020 10:41 AM To: John Davis Subject: Fwd: Questions for Town Council Can you add these discussion points to the next agenda. Best. -----Forwarded message -----From: Susan D'Alessandro < gammo126@gmail.com> Date: Thu, Jul 16, 2020 at 9:25 AM **Subject: Questions for Town Council** To: Charles Pray < cppray1@gmail.com >, Michael Madore < mmadore1955@gmail.com >, CODY McEWEN RAY <cody.mcewen@maine.edu>, Louis Pelletier <ciuelou70@yahoo.com>, Randy Jackson <a in the property of the pro GOLIEB < stevegolieb@gmail.com >, Gilda Stratton < gilda.Stratton@beeline-online.net > This was a recent post regarding things people have been talking about, so rather than just "talk" I did a poll and these were the one's people were most interested in. These are a few questions that have been coming up and not going anywhere, so maybe a poll would show how much true interest there is and how much is chatter. Convert the Town Charter to a searchable, easy to use document (PDF?) Possibly done by Interns? Voters for this option ±18 X Have Agenda/Packet materials available earlier than the day of the Town Council Meetings (what is reasonable?) Voters for this option

purchase improved microphones for the council chambers (it's impossible to hear in the chambers let alone on Zoom/Streaming)

A fifted on your

Voters for this option

+18



+18

[X]

Change meeting time for Town Council (however what time would accommodate the most people?)

Voters for this option



<u>+13</u>

[X]

Make all town documents: minutes, agendas, annual reports, charters, etc. searchable PDFs instead of scanned from printouts

Diana Furukawa

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

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

From:

Sam Ogilvie < HourhandSam@roadrunner.com>

Sent:

Monday, July 20, 2020 8:26 PM

To:

John Davis

Subject:

Clock pix

Mr Davis, below you will find a picture of the clock and the provenance that came with the clock, Measurements:

62" to top of cabinet front

66" to top of cabinet side

19" wide

9" deep

49" from bottom of case to winding arbor

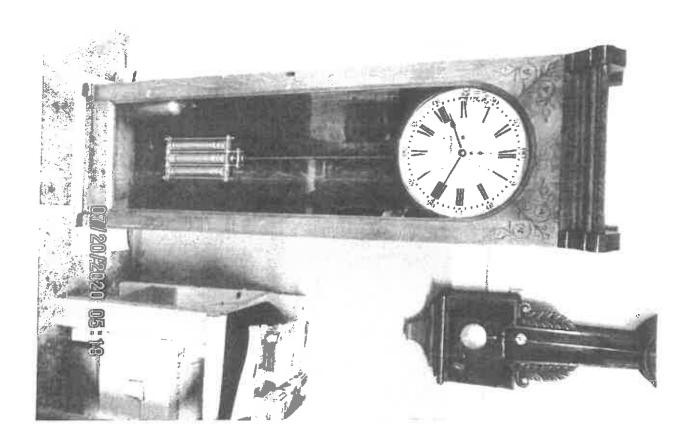
weight: my guess is somewhere between 75-90 lbs.

the case is solid oak, the pendulum weights slightly over 15 lbs, the weight is 14.7 lbs, the movement, brass cord, pulleys will add another 5-6 lbs plus there is a cast iron bracket that the movement sits on that must weight 10 lbs. So obviously it needs a strong wall to hang on and it will work best if it does not sit on the floor. I will have a steel bracket made for it to hang on that will mount to the wall and the clock will hang on the bracket. Additionally, there is a one year warranty that goes with the clock. This warranty includes labor and mileage. If you have questions, please do not hesitate to contact me. Waiting until August is not a problem for us. Thanks for your help in this matter.

Sam Ogilvie

Making Time WORK for you!







### 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

July 20, 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:

Continue cleaning catch basins. Mowing, and trimming roadside and parks. Line painting completed. Prep work for paving roads. B+B Paving measured roads and quoted pricing. Mowing and cleaning up Jerry Pond area. Washing down bridges. Tree trimming.

#### **Transfer Station:**

Brush pile has been ground up. Stockpiled due to no market yet for the grindings. Grimmel Industries has moved in to reclaim the metal pile. MRC has sent out a newsletter to inform the members of progress being made to restart Coastal MSW plant.

#### Airport:

State of Maine DOT is funding the installation of the GUARD system for several airports with no matching funds being needed. Millinocket is being going to be considered under the approval of the Town. This system monitors all airport radio traffic. Hardware can be installed at the airport and be also monitored directly by the MDOT as being for training purpose, and increased air traffic safety.

<u>Cemetery:</u> We have been doing burials under the Guidelines of the Governor Mills request. Grass has been fertilized by Greenthumb the end of June.

Respectfully Submitted, Ralph T. Soucier Director Millinocket Public Works

# **MEMO**

# Millinocket Wastewater Treatment Facility

July 16, 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. Revision Energy has decided to scrap the solar panel project at the Wastewater Treatment Facility. We are having some paving patched as a result of this news and some additional paving in the area of the weather station and the back gate.

# Memo

0

**Town Manager** 

From:

**Chief of Police** 

CC:

**Town Council** 

Date:

July 17, 2020

Re:

**Activity report** 

- We generated or responded to 344 Incidents since June 1, 2020 to June 31, 2020. It should be noted, that for the same time frame in 2019, there were 523 calls for service.
- Major incidents for the time period were 29 citizen/agency assists, 14 medical calls, 22 Information complaints, 2 OUI, 12 welfare checks, 5 PD accidents, 4 disorderly conducts, 3 wanted outs, 10 suspicious and noise problems, 5 - 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.
  Specifically, working a shift to accommodate a vacation week for one of the
  officers, from July 10-17<sup>th</sup>.
- Called in July 9<sup>th</sup> for a death of a resident from 11pm to 1am.
- June 28, 2020, Completed the Homeland Security Grant, submitted the same and received positive feedback in regards to the submission from the Penobscot County Director of Emergency Management. The grant was completed in hopes

to obtain approximately \$8000.00 worth of equipment to allow for thermal imaging capabilities in two cruisers. This technology will enable officers to "see" better at night, increasing officer safety, increased apprehension and evidence recovery. UPDATE....July 14, 2020, I received notice from the Director of Penobscot Emergency Management Agency that we were awarded \$7,798.00 for the 2020 Homeland Security Grant. The letter states that the final approval would be coming in October and at that time we could purchase the gear requested.

- Trained officers in the enforcement of the Curfew Ordinance and implemented that policy and practice.
- The police department is also participating in a training event centered around Targeting Substance Use Disorder and Stigmas. This is a Grant funded training, dubbed "Cease & Desist" that is being managed by the Maine Rural Health Collaborative (5 regional hospitals). This is training for police officers and is extremely important in combatting this crisis (opiod addiction) as we know that we are not going to arrest this problem away. Attached are the informational brochures. It should be noted that the training time allotted for this training will be covered by the grant and not come from the police departments training budget.
- Lastly, the game of capture the flag was won this week by the police department.
   The 1<sup>st</sup> hole flag from the golf course was taken and the police department found it before it was needed by the first tee off. We will see shortly who we were playing with after we review the surveillance photos.



MILLINOCKET FIRE AND AMBULANCE 222 AROOSTOOK AVENUE MILLINOCKET, ME 04462

# www.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 pass on daily numbers of COVID-19 cases around the State 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.

Attended budget deliberations and budget adoption meetings.

Participated in online training on new rules and regulations coming forward on CPR and new tools and ideas that have come to light during COVID-19.

07/17/2020
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.

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

Do frequent checks at pool and playgrounds to monitor what is happening and numbers, things have really been going well with no issues noted.

07/17/2020

Chief Thomas Malcolm Health Officer Town of Millinocket

From:

Mary Alice Cullen

Sent:

Friday, July 17, 2020 3:49 PM

To:

John Davis

Subject:

REPORT

On July 14, 385 30-day notices were mailed for unpaid FY20 real estate taxes, total is \$327,832 to date. This time last year, liens had already been filed, totaling \$242,625.

I am also preparing sewer liens to be filed on approx. 120 accounts, for unpaid fees dated April 24 to September 19, 2019, unpaid fees approx. \$24,000.

The Town's available cash is favorable to last year by \$122,270. Auto Excise Tax revenue was basically flat to FY19, \$800K FY19 Vs. \$799K FY20. Revenue Sharing increased \$320K from FY19, which helped offset the cash flow impact from the higher FY20 taxes receivable.

The auditors will be here August 31 to finalize FY20. There is still more work to be done to prepare for this audit. Right now, I have been tied up with tax and sewer liens.

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

From:

Lorna Thompson

Sent:

Thursday, July 16, 2020 3:25 PM

To:

John Davis

Subject:

report

John,

Office was very busy today with numerous emails, and calls for account balances, property cards and tax amounts.

Rick and I met with Avni (this summer's intern) regarding GIS mapping of our zoning map and the available data.

Unfortunately since all of the data for our assessing records is not computerized it is slowing her process. Rick and I have shown her how to work with our paper files so she will be able to research some information in that manner.

We worked with Our Katahdin to identify locations and acreage of some of their tax bills.

Confirming that we have received an abatement application to the Board of Assessment Review from Great Lakes Hydro. The application was received via email on 7-9-2020. The Board has 60 days to respond to the appeal with a decision. The attorney (Roger Huber) who trained the board) has a billing rate of \$160/hour. Their filing deadline for the a review by the Board of Assessment Review has passed, but they are trying to use COVID to make the case that they should be able to file. A decision needs to be made on how to proceed.

Lorna

From:

Richard Angotti

Sent:

Thursday, July 16, 2020 9:43 AM

To:

John Davis

Subject:

**RE: Reports** 

Dealing with code issues
Worked on permit fee structure
Answered complaints and sent property maintenance letters
Computer issues

Richard Angotti Code Enforcement Town of Millinocket Phone: 207-723-7005

e-mail: code@millinocket.org

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.

From: John Davis <manager@millinocket.org>

Sent: Thursday, July 16, 2020 8:41 AM

To: Craig Worster < ChiefWorster@millinocket.org>; Diana Lakeman < townclerk@millinocket.org>; Jeff Campbell

<airport@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre

<humanresource@millinocket.org>; Lorna Thompson <assessor@millinocket.org>; Mary Alice Cullen

<treasurer@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Richard Angotti <Code@millinocket.org>;

Tom Malcolm < ChiefMalcolm@millinocket.org>

**Subject:** Reports

Have your activity reports in by noon tomorrow.

Thanks,

John Davis Millinocket Town Manager (207) 723-7000

From:

Diana Lakeman

Sent:

Thursday, July 16, 2020 6:00 PM

To:

John Davis

Subject:

**RE: Reports** 

#### Town Clerk:

-7/14/2020 Election went smoothly considering current situation and mandated protocols

- window, phone and emails are extremely busy with new registrations, re-registrations, payments and inquiries (reminder to continue to utilize as suggested online services, drop box and mail to minimize wait time at the window)
- -finalized, certified and sent all required election results and documents to SOS on 7/15/2020 before the 7/16/20 3pm deadline,
- -finalized and certified all unresolved (approximately 30) un-returned absentee ballot requests.
- -reminder that absentee ballots are available at the town office for the 7/28/2020 School Budget Validation Referendum.
- -Asst. Clerk working on unresolved minutes for the past 5 meetings while answering phone, waiting window and processing mail.

#### Diana M. Lakeman

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

From: John Davis <manager@millinocket.org>

Sent: Thursday, July 16, 2020 8:41 AM

To: Craig Worster < ChiefWorster@millinocket.org>; Diana Lakeman < townclerk@millinocket.org>; Jeff Campbell

<airport@millinocket.org>; Jim Charette <wastewater@millinocket.org>; Lori Santerre

<humanresource@millinocket.org>; Lorna Thompson <assessor@millinocket.org>; Mary Alice Cullen

<treasurer@millinocket.org>; Ralph Soucier <publicworks@millinocket.org>; Richard Angotti <Code@millinocket.org>;

Tom Malcolm < ChiefMalcolm@millinocket.org>

Subject: Reports

Have your activity reports in by noon tomorrow.

Thanks,

John Davis Millinocket Town Manager (207) 723-7000

# TOWN OF MILLINOCKET NOMINATION PAPERS

NOMINATION PAPERS WILL BE AVAILABLE
FRIDAY, JULY 24, 2020 AT
THE TOWN CLERK'S OFFICE FOR THE FOLLOWING
VACANCIES TO BE VOTED ON AT THE
NOVEMBER 3, 2020 MUNICIPAL ELECTION:

THREE (3) MEMBERS TO THE TOWN COUNCIL EACH FOR A THREE (3) YEAR TERM

TWO (2) MEMBERS TO THE SCHOOL BOARD EACH FOR A THREE (3) YEAR TERM

COMPLETED NOMINATION PAPERS MUST BE RETURNED TO THE CLERK'S OFFICE BY 4:00 P.M., FRIDAY, SEPTEMBER 4, 2020

Diana M. Lakeman Town Clerk

Dated 7/21/2020

From:

Lori Santerre

Sent:

Thursday, July 16, 2020 8:47 AM

To: Subject: John Davis Weekly Report

Payroll

AP Warrants

Personal Issues

Interview's for Tax Collector and Clerk

David Cram's retiring and re hiring

Assisting with calls regarding registration and Tax/WW information

Collecting to mail daily and dispiriting it to the departments

General Assistance

Working on information for audit

**Ordering supplies** 

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

PROVIDING FOR: Execution of the Warrant for July 23, 2020	
IT IS ORDERED that the Warrant for July 23, 2020 in the amount of \$hereby approved.	is
Passed by the Town Council	
Attest:	

PR	O	VIDING	FOR:	Transfer	of fund	5.
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IT IS ORDERED that the Millinocket Town Council approves the carryover of funds in the amount of \$1,780.00 from Account R0204-0652 (Ambulance Donations) to Account G05-100-00 (Capital Reserve) for the use of purchasing ambulance items that were not budgeted for...

IT IS FURTHER ORDERED that the Millinocket Town Council approves the carryover of funds received under the CARES ACT in Account R0204-0716 (Ambulance CARES ACT) in the amount of \$10,339.65 to Account G05-100-00 (Capital Reserve) for ambulance service.

ATTEST:	<u></u>	

## Memo

To: John Davis, Town Manager

From: Chief Thomas Malcolm

Date: July 15, 2020

Re: Carry over monies to designated accounts

Would like to request that the Treasurer carry over monies in ambulance donations account R0204-0652 in the amount of \$1780.00 to a designated account for use to purchase ambulance items not budgeted. These funds were donated to the Ambulance service by private donations in memory of Mark DiBona who was killed in a tragic automobile accident, this was done by Mark's parents to help purchase items that we would not have in our ambulance account budget. Plans are to use these monies in this upcoming budget year to purchase items that will enhance our service while not coming out of the Town budget.

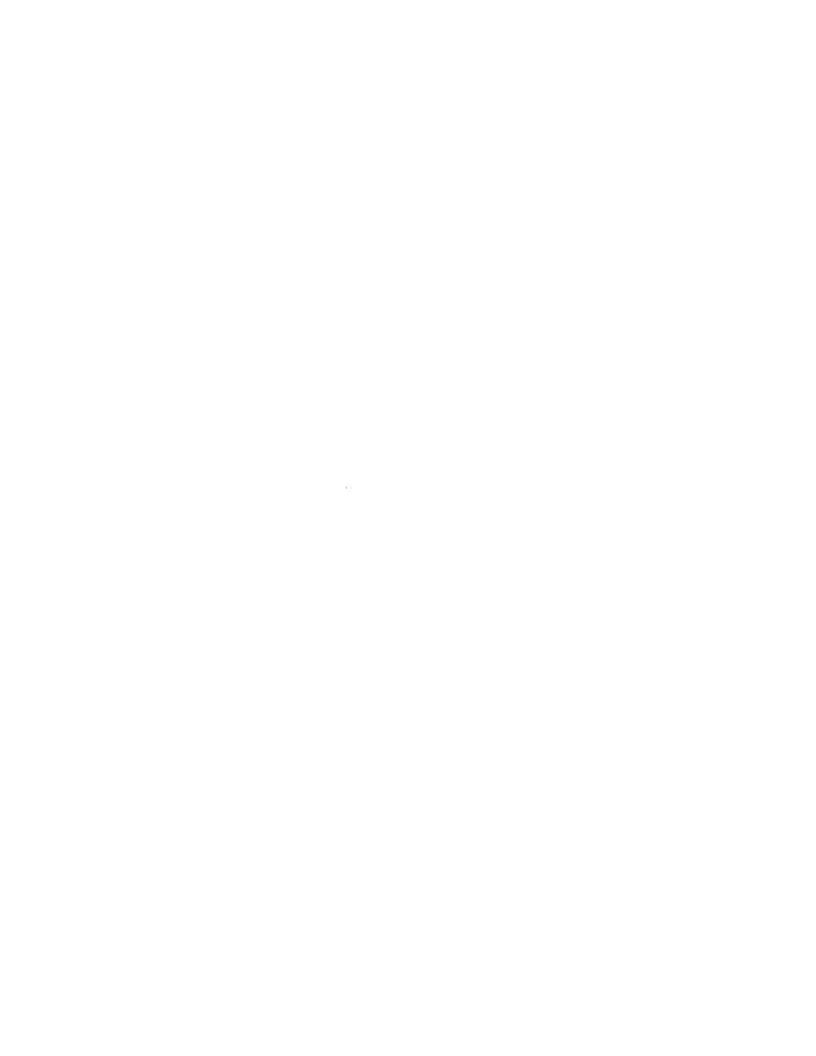
My second request would be that the Treasurer carry over monies received under the CARES ACT that are in account R0204-0716 in the amount of \$10,339.65 to a designated account for the ambulance service. The thought process behind this is we are still not sure how this is all going to play out and may have to return some or all of this to the Feds, the rules for its usage are still in limbo and am not comfortable that we will be able to keep these monies.

I will be on vacation next week so will not be able to attend the council meeting. Have discussed this with Mary Alice and she is aware of what I am proposing as well as yourself. Thanks.

<b>PROVIDING FOR:</b> Donation to the Eastern Area Agency on Aging (EAAA	PROVIDING !	FOR:	<b>Donation</b>	to	the	Eastern	Area	Agency	on	Aging	(EAAA	).
--	-------------	------	-----------------	----	-----	---------	------	--------	----	-------	-------	----

IT IS ORDERED that the Millinocket Town Council donate \$1,000.00 to the Eastern Area Agency on Aging to help provide much needed services and resources to community residents in Washington, Hancock, Piscataquis, and Penobscot counties.

	PASSED BY THE COUNCIL:	
ATTEST:		





## **Eastern Area Agency on Aging**

240 State Street
Brewer, ME 04411
(207) 941-2865 (800) 432-7812
www.eaaa.org

Town of: Millinocket

Greetings,

Last year Eastern Area Agency on Aging (EAAA):

- Provided health insurance counseling to over 6,000 community residents,
- Saved community residents \$2.3 million in Medicare premiums, deductibles and copays,
- Provided 88,000 meals to homebound seniors, and
- Provided 26,000 hours of volunteer services across our region.

Because of the generosity of towns across our region, last year we were able to feed 65 older adults for an entire year. It is through the continued support of towns and municipalities like yours we are able to offer much needed services and resources to community residents in Washington, Hancock, Piscataquis, and Penobscot counties. Included you will find a report listing services EAAA provided to benefit your residents over the past 12 months as well as their associated costs.

As you prepare your town's budget, we ask that you consider Eastern Area Agency on Aging in next year's budget allocation.

> Your town's allocation to EAAA last year:

\$ 1000.00

> Amount requested for 2020:

S 1000.00

In the meantime, if you have questions, please call Dyan Walsh at 1-800-432-7812 or <a href="mailto:dwalsh@eaaa.org">dwalsh@eaaa.org</a>. We have also enclosed a one page sheet that provides a summary of the programs and services we provide. Please visit <a href="https://www.eaaa.org">www.eaaa.org</a> to learn more about Eastern Area Agency on Aging's work.

Sincerely,

Dyan Walsh

**Executive Director** 



## **Eastern Area Agency on Aging**

240 State Street
Brewer, ME 04411
(207) 941-2865 (800) 432-7812
www.eaaa.org

Program Name:	Description:	Units Served:	st For rvice:
Commodity Supplemental Food Program	Supplemental food for eligible seniors	779	\$ 30381
Congregate Meals	Delicious meals and socialization for seniors	2103	\$ 2313
Family Care Giver Services	Support and education to individuals caring for loved ones - including Alzheimer's/dementia	10	\$ 790
Furry Friends	Supplemental pet food	641	\$ 1282
Home Delivered Meals	Meals on Wheels & 3D Catering	3648	\$ 40128
Information & Assistance	Office appointments, home visits and telephone calls linking individuals with available services, including but not limited to Medicare counseling*	268	\$ 6164
Other	Includes Money Minders and EZ Fix	4	\$ 100
Wellness Programs	Wellness program supporting older adults living well and aging well in their communities	128	\$ 115

\*In 2019, Our State Health Insurance Assistance Program staff and volunteers helped residents save \$79,850.00 by comparing their health insurance options, including Medicare Part D.

Total cost of services and savings provided:

\$182,980.00

PROVIDING	FOR:	Municipal	Release	Deed	(Nelson)	١.
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IT IS ORDERED that a Municipal Release Deed is approved for Daniel & Helene Nelson, 31 Hemlock Street, Millinocket Maine, for property located at 31 Hemlock Street, Millinocket, Maine, as shown on Map U09 Lot 020, as all outstanding taxes, interest, and fees have been paid.

IT IS FURTHER ORDERED that a Municipal Release Deed is approved for Daniel and Helene Nelson, 31 Hemlock Street, Millinocket, Maine, for another property located at 31 Hemlock Street, Millinocket Maine, as shown on Map U09 Lot 022, as all outstanding taxes, interest, and fees have been paid.

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

	PASSED BY THE COUNCIL:	
ATTEST:		

## 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

make sure all Mapthots are on order.

May 27, 2020

Mr. Daniel R. Nelson 31 Hemlock Street Millinocket, ME 04462

Re: Real Estate Tax Map U09 Lot 020 + U09-022 (31 Helm Lock)

Mr. Daniel and Helene Nelson:

As you know, the Town of Millinocket acquired your property on 31 Hemlock Street through the foreclosure process for unpaid real estate taxes and/or unpaid sewer invoices. In an effort to provide you an opportunity to retain your property, the Town will afford you one last chance to pay what is owed in full. The Town has calculated the total due on your property as follows:

Property Tax and Liens: 2018 to 2020

3,992.39

Sewer Invoices and Liens:

1,685,77

Other Fees:

500.00

TOTAL DUE:

Municipal Building.

Your original date to pay was Monday, March 23, 2020. Due to the complications of COVID-19, you have until Wednesday, June 17, 2020, to make payment in full to the Town on the property listed above. You can pay by mail with a money order or certified check to the Treasurer at 197 Penobscot Avenue, Millinocket, ME 04462. You can also deposit your money order or certified check in the drop box in the elevator lobby located on the side of the

If you are not interested in making payment in full, you will receive a notice to vacate the premises that outlines the date to vacate and the Town's intention to dispose of the property. We would request you turn your keys into the Town Office at 197 Penobscot Avenue in Millinocket.

Respectfully, John Davis

John Davis, Town Manager

PROVIDING	FOR:	Outstanding	Maine	Clerk.
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IT IS ORDERED that the Millinocket Town Council nominate Diana Lakeman for Clerk of the Year awarded at the Maine Town & City Clerks' Association Annual Networking Day & Business Meeting scheduled for September 15, 2020, at the Waterville Elks Banquet & Conference Center.

	PASSED BY THE COUNCIL:	
ATTEST:		

## **John Davis**

From:

Steve Golieb <stevegolieb@gmail.com>

Sent:

Thursday, July 09, 2020 1:51 PM

To:

John Davis; Charles Pray; Cody McEwen; Gilda Stratton; Lou Pelletier; Michael Madore;

Randy Jackson

Cc:

Diana Lakeman

Subject:

Fwd: Reminder: Calling for Nominations/MTCCA Annual Awards

John, please put this on the agenda for our next meeting (23rd). I'd like to nominate our outstanding clerk, Diana. If nothing less, I believe she deserves the recognition from the town for the incredible amount of work she puts in for our community.

Steve

## Begin forwarded message:

From: Maine Town & City Clerks' Assocation <cfortier@memun.org>

Date: July 9, 2020 at 1:39:40 PM EDT

To: stevegolieb@gmail.com

Subject: Reminder: Calling for Nominations/MTCCA Annual Awards
Reply-To: Maine Town & City Clerks' Assocation <cfortier@memun.org>

## THERE'S STILL TIME!

Now's the opportunity to recognize your OUTSTANDING Maine Clerk, Deputy Clerk or "Rookie" Clerk by nominating them for one of the MTCCA's Annual Awards!

Deadline for nominations is Monday, August 3, 2020 Send in your nomination form today!



The Maine Town & City Clerks' Association is seeking nominations for its annual Awards Program.

Three awards will be presented at the MTCCA Annual Networking Day & Business Meeting, scheduled for September 15, 2020 at the Waterville Elks Banquet & Conference Center.

These awards are:

Clerk of the Year

Deputy/Assistant Clerk of the Year and

Rookie of the Year.

The nomination forms are available by clicking on each of the respective award titles above. They can also be found on the MTCCA website:

https://www.mtcca.org/awards/

The deadline for submission of nominations is Monday, August 3, 2020.

All nominations must be received or postmarked by this date to be eligible.

This is a great opportunity to show the whole membership of the Maine Town & City Clerks' Association just how much you value a Clerk, Deputy Clerk and/or a Clerk new to the profession. Think how much this person will be motivated by the recognition from their community and State Representatives!

If you have submitted a nomination in the past and the clerk was not chosen, we encourage you to nominate them again using the updated form.

If you have questions regarding this process or any other related MTCCA matter, please feel free to contact Cyndi Fortier at cfortier@memun.org or (207) 623-8428 ext. 2997

Thank you!

		* 1

IT IS ORDERED that the Millinocket Town Council authorize the acceptance of grant funds in the amount of \$7,798.00 from the Penobscot Emergency Management Agency for the 2020 Homeland Security Grant.
<b>NOTE:</b> The funds will be used for equipment to allow for thermal imaging capabilities in two cruisers.
PASSED BY THE COUNCIL:
ATTEST:

**PROVIDING FOR:** Acceptance of grant funds.

PROVIDING FOR: Acceptance of g	rant funds.
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IT IS ORDERED that the Millinocket Town Council authorize the acceptance of grant funds up to \$2,000.00 from the Office of Rural Health Policy, Heath Resources and Services Administration, to fund a Virtual Training Series Targeting Substance Use Disorder & Stigma.

	PASSED BY THE COUNCIL:	
ATTEST:		

### **John Davis**

From:

**Craig Worster** 

Sent:

Monday, July 20, 2020 6:54 AM

To:

John Davis

Subject:

Cease and Desist Grant Participation

John, The estimate amount of this grant for the Police Department is #1800.00-2000.00. It will depend on who is working their normal shift and who is on overtime.

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.

## CEASE & DESIST!



A LAW ENFORCEMENT CENTERED VIRTUAL TRAINING SERIES TARGETING SUBSTANCE USE DISORDER & STIGMA

## To Register:

Contact: Courtney Cote @ 207-498-1322 or ccote@carymed.org

## LIST OF EVENTS

AUG 11, 2020

SESSION 1 e 10 AM

Understanding the brain science of addiction.

SEPT 22, 2020

SESSION 4 e 10 AM
Understanding relapse, slip, and
return to use.

AUG 25, 2020

SESSION 2 e 10 AM

Learning how biases and words can cause life-threatening results.

OCT 6, 2020

SESSION 5 e 10 AM
Harm Reduction ideology &
Moderation V. Abstinence

SEPT 8, 2020

SESSION 3 e 10 AM

Defining recovery and understanding barriers.

OCT 20, 2020

SESSION 6 e 10 AM Empower V Undermine

Attendance supported by local departments. All attendees that fully complete the 6 part series will receive a certification of completion.

# U.S. Department of Health & Human Services Federal Office of Rural Health Policy

## The Rural Health Opioid Program

The Rural Recovery Network was established in February 2019 after Cary Medical Center in Caribon, ME was awarded a grant from the US Department of Health and Human Services, Health Resources and Services Administration (HRSA) to establish a Rural Health Opioid Program (RHOP) in rural Maine.

The purpose of RHOP is to promote rural health care services outreach by expanding the delivery of opioid-related health care services to rural communities.

NHOP supports three (3) years of program funding and incorporates a range of objectives and goals to respond comprehensively to the opioid crisis within rural communities.



## OBJECTIVES & GOALS

- Reduce the morbidity and mortality related to opioid overdoses in rural communities
- Work towards identifying individuals atrisk of overdose and guide them towards recovery by providing outreach and education on locally available treatment options and support services
- Educate community members on Opioid
  Use Disorder treatment options, and how
  to best support individuals in recovery
- Implement care coordination practices to organize patient care activities
- Support individuals in recovery by establishing new or enhancing existing behavioral counselling and peer support activities
- Bring together health care providers (i.e. local health departments, hospitals, primary care practices, and substance use treatment providers) and entities such as social service and faith-based organizations, law enforcement, and other community-bused groups to respond multifaceted to the opioid epidemic in our rural community
- Expand Opioid Use Disorder treatment options in rural communities
- Decrease the stigma surrounding Opioid
   Use Disorder and other Substance Use
   Disorders

## MEDICATION ASSISTED TREATMENT

To target the goal of expanding treatment options for Opioid Use Disorder in our rural conumunity; the Rural Recovery Network has established Medication Assisted Treatment induction in the Emergency Departments of Cary Medical Center, Northern Maine Medical Center, Houlton Regional Flospital, Millinocket Regional Hospital, and Mount Desert Island Hospital.

By having Medication Assisted Treatment induction in Emergency Departments, patients seeking to begin recovery from Opioid Usc Disorder can receive immediate treatment in the Emergency Department and receive immediate referral to a Medication Assisted Treatment clinic and behavioral health center for continued treatment.

Medication Assisted Treatment is beneficial to those trying to recover from Opioid Use Disorder because it helps to reduce cravings and withdrawal symptoms, reduces the risk of drug-related overdose deaths, and combined with behavioral health and substance use counseling, results in improved treatment outcomes.



Opioid Use Disorder Resources

Narcotics
Anonymous:
1-800-974-0062;
www.na.org;
www.namaine.org

Statewide Al-Anon: 1-800-498-1844

Alcohol and Drug Abuse Helpline: 1-800-671-0929

Partnership for Drug Free Kids—Parents Helpline: 1-855-DRUGFREE; www.drugfree.org

AMHC Crisis: 207-762-4851

Maine Statewide Crisis Line: 1-888-568-1112

## The Rural Recovery Network

Cary Medical Center :63 Van Buren Road Caribou, ME 04736 www.carymedicalcenter.org 207-498-3111

Northern Maine Medical Center 194 E Main Street Fort Kent, ME 04743 www.annnc.org 207-884-3155

> MAINE RURAL HEALTH COLLABORATIVE

Houlton Regional Itospital
20 Hartford Street
Houlton, ME 04730
www.houltonregional.org
207-532-2900

Milinocket Regional (Lospital 200 Somerset Struct Billinocket, M.I. 64,462 www.mrlnnc.org 207-723-5161

Mount Desert Island Hospital
10 Wayman Line
Bar Harbor, ME 04609
www.indhospital.org/
207-288-5081



Erika Ayguello Project Director 207-498-4337 cayuellog.catymed.ag



Courtney Cate
Project Coordinator
207-498-1322
contegrarymedory



\*This pendact was supported by the Federal Office of Rural Health Policy (FORHP), Health Resources and Services Administration (HRSA), U.S. Department of Italih and Human Services (HHS Lander grant H1URH2;3B1. The information conclusions, and opinious expressed in this product are thinse of the antions and no endersement by PORHP, HRSA, or HHS is intended or should be inferred.



A Line Fealth Opioid
Frogram funded by the Office
of Rural Health Policy, Health
Resources and
Services Administration
(HRSA)

